



Redland
SHIRE COUNCIL

MINUTES

GENERAL MEETING

**Wednesday 30 May 2007
commencing at 4:00pm**

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

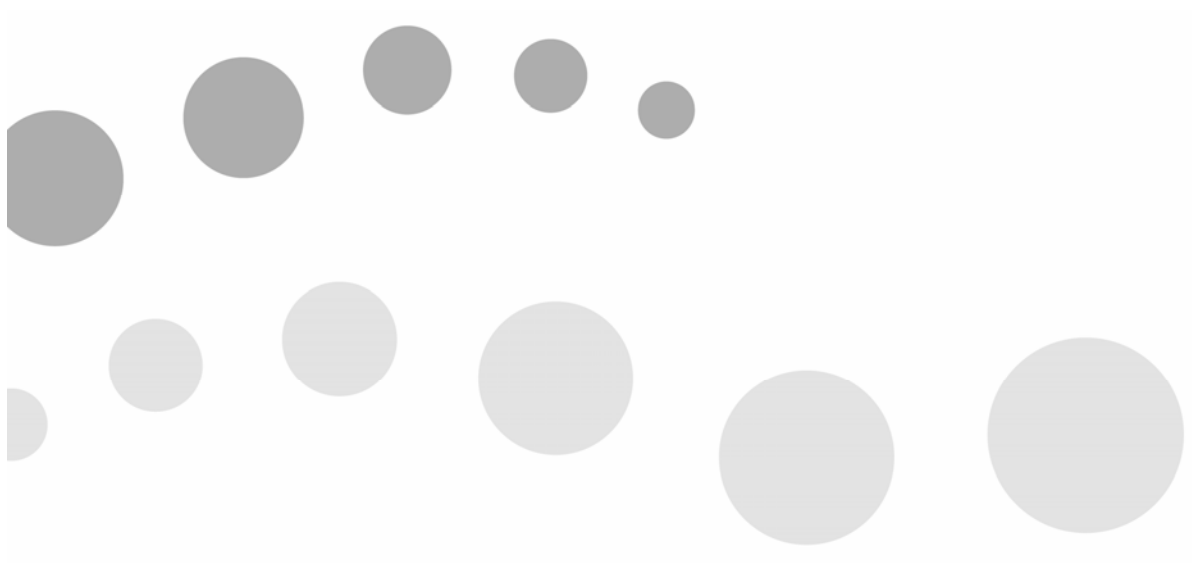


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1 DECLARATION OF OPENING

The Mayor declared the meeting open at 4:00pm.

2 DEVOTIONAL SEGMENT

Pastor George Gebran from the Redlands Ministers' Fellowship led Council in a brief devotional segment.

3 RECORD OF ATTENDANCE AND LEAVE OF ABSENCE

MEMBERS PRESENT:

Cr D H Seccombe	Mayor
Cr P J Dowling	Deputy Mayor and Councillor Division 4
Cr A G Barker	Councillor Division 1
Cr C B Ogilvie	Councillor Division 2
Cr D A Henry	Councillor Division 3
Cr T Bowler	Councillor Division 6
Cr M A Elliott	Councillor Division 7
Cr A R Beard	Councillor Division 8
Cr K M Williams	Councillor Division 9
Cr H J Murray	Councillor Division 10

EXECUTIVE LEADERSHIP GROUP:

Mrs S Rankin	Chief Executive Officer
Mr M Goode	General Manager Customer Services
Mr R Turner	General Manager Corporate Services
Mr J Pruss	General Manager Redland Water & Waste
Mr G Underwood	General Manager Planning and Policy

MINUTES:

Mrs T Dunn	Corporate Meetings & Registers Team Leader
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LEAVE OF ABSENCE:

Moved by:	Cr Beard
Seconded by:	Cr Dowling

That leave of absence from today's meeting be approved for Cr Burns.

CARRIED

4 RECEIPT AND CONFIRMATION OF MINUTES

Moved by:	Cr Ogilvie
Seconded by:	Cr Dowling

That the minutes of the General Meeting of Council held on 2 May 2007 be confirmed.

CARRIED

5 MATTERS OUTSTANDING FROM PREVIOUS GENERAL MEETING MINUTES

5.1 REPORT FROM CHIEF EXECUTIVE OFFICER

5.1.1 PETITION (DIVISION 3) INTERFACE BETWEEN INDUSTRIAL AND RESIDENTIAL LANDS ALONG SOUTH STREET, CLEVELAND

At the General Meeting of 20 December 2006, Council resolved that the petition requesting Council undertake a master planned upgrade of the interface between industrial and residential lands along South Street, Cleveland, with a view to resolving matters including noise buffering, visual amenity, vehicular/motorist safety, be received and referred to the appropriate area of Council for a report.

It was noted that a report addressing this petition will be presented to the Planning and Policy Committee meeting on 18 July 2007.

5.1.2 PETITION (DIVISION 9) – SPEEDING ON ELMHURST STREET AND CROTONA ROAD, CAPALABA

At the General Meeting of 28 March 2007, Council resolved that the petition requesting that Council investigate all measures to eliminate hooning and speeding on Elmhurst Street, corner of Crotona Road, Capalaba, be referred to the appropriate area of Council for consideration and report.

It was noted that a report addressing this petition will be presented to a future Planning and Policy Committee meeting.

5.1.3 PETITION (DIVISION 2) – SPEEDING ALONG MOSELLE DRIVE, THORNLANDS

At the General Meeting of 28 March 2007, Council resolved that the petition requesting that Council “do something about the speeding along Moselle Drive, Thornlands” be referred to the appropriate area of Council for consideration and report.

It was noted that a report addressing this petition will be presented to a future Planning and Policy Committee meeting.

5.1.4 RESEARCH ON INTRODUCTION OF CARBON MARKETS

At the General Meeting of 28 March 2007, Council resolved to undertake research and report back to Council on the potential revenue opportunities that have been created by the introduction of carbon markets like the NSW Benchmark Scheme.

It was noted that a report on this matter will be presented to a future Planning and Policy Committee meeting.

5.1.5 PETITION (DIVISION 10) – REQUEST FOR NAMING OF PARK IN FISHER ROAD, THORNESIDE

At the General Meeting of 2 May 2007, Council resolved that petition requesting Council name the parkland in Fisher Road, up to the corner with Leon Street, currently known as the “Fisher Road Park” to be renamed “Vic Arthur Park”, be received and referred to the appropriate area of Council for consideration and report to the relevant Committee.

It was noted that a report addressing this petition will be presented to a future Planning and Policy Committee meeting.

5.1.6 PETITION (DIVISION 2) – REQUEST TO SLOW TRAFFIC THROUGH POINT LOOKOUT

At the General Meeting of 2 May 2007, Council resolved that petition requesting Council take responsibility for the main road through Point Lookout, lower traffic speed limits and make the Point a pedestrian-friendly traffic environment safe for their children, be received and referred to the appropriate area of Council for a report to a future Planning and Policy Committee.

It was noted that this petition has been forwarded to the Infrastructure Planning Group and a report will be presented to the Planning and Policy Committee meeting scheduled for 18 July 2007.

6 PUBLIC PARTICIPATION

MOTION TO ADJOURN MEETING

Moved by: Cr Dowling
Seconded by: Cr Beard

That the meeting adjourn for a public participation segment.

CARRIED

- Ms Kathleen Crees of Victoria Point addressed Council on matters of interest to local government, including traffic safety issues in her neighbourhood and wildlife/koala legislation.

MOTION TO RESUME MEETING

Moved by: Cr Elliott
Seconded by: Cr Williams

That the proceedings of the meeting resume.

CARRIED

7 PRESENTATIONS

7.1 CONFERENCE REPORT (CR DOWLING)

Permission was granted for Cr Dowling to report on his attendance in May at the Urban Local Government Association's 56th Annual Conference in Toowoomba. Cr Dowling reported that the conference was very interesting and he advised he will make conference papers available to councillors.

Cr Dowling further reported that the conference adopted their Urban Local Government Policy Statement, which provides direction on matters which includes Governance, Finance and Administration, Environment and Community Health and Roads, Transport and Infrastructure.

7.2 CONFERENCE REPORT (CR WILLIAMS)

Permission was granted for Cr Williams to report on her attendance in May at the Council for Local Environmental Initiatives (ICLEI) Conference 'Accelerating Now!' hosted by the ICLEI-A/NZ Local Governments for Sustainability. This was a gathering of leaders in local government, ICLEI Campaigns and sustainable development from the Oceania region.

This event focussed on strengthening council's capacity for effective and lasting action and captured the conversation of how local governments are progressing the agenda through campaigns and provides a road map for how the sector can create the partnerships, leadership and the vision required for this change to occur over the next decade.

Cr Williams thanked Council for allowing her to attend this conference and presented Council with an ICLEI trophy from this event.

7.3 PRESENTATION (CR OGILVIE)

Permission was granted for Cr Ogilvie to present to Council, a plaque from the Point Lookout Surf Life Saving Club in appreciation for Council's ongoing support to the Club.

7.4 PRESENTATION (MAYOR)

The Mayor presented to Council, a Certificate from the EPA Sustainable Industries Awards 2007, presented to Council as a finalist in these awards.

8 MOTION TO ALTER THE ORDER OF BUSINESS

Nil.

9 DECLARATION OF INTEREST ON ANY ITEMS OF BUSINESS

The Mayor reminded Councillors that in accordance with *Local Government Act 1993*—

“s.244 Exclusion from meeting of councillor with material personal interest

- (1) *A councillor who has a material personal interest in an issue to be considered at a meeting of the local government, or any of its committees—*
- (a) must disclose the interest to the meeting; and*
 - (b) must not be present at or take part in the meeting while the issue is being considered or voted on.*
- (2) *A councillor who is barred from a meeting under sub-section(1) must not be in the chamber where the meeting is being conducted, including any area set apart for the public”.*

“s.246A Recording of conflict of interest

- (1) *This section applies if a councillor of a local government has a conflict of interest, or could reasonably be taken to have a conflict of interest, in an issue being considered or to be considered at a meeting of the local government or any of its committees.*
- (2) *For subsection (1), a councillor has a conflict of interest in an issue if there is a conflict between the councillor’s private interest and the honest performance of the councillor’s role of serving the public interest.*
- (3) *The councillor must declare the conflict of interest to the meeting.*
- (4) *The local government must ensure the declaration is recorded in the minutes for the meeting.*
- (5) *The record must include—*
- (a) the nature of the conflict of interest as described by the councillor; and*
 - (b) how the councillor dealt with the conflict of interest; and*
 - (c) if the councillor voted on the issue—how the councillor voted.*
- (6) *In this section—*
- conflict of interest***, *for a councillor in an issue, does not include a conflict of interest arising out of a material personal interest the councillor has in the issue.*
- private interest*** *includes both pecuniary and non-pecuniary interests, and may include having received a donation to be used for electoral purposes”.*

10 PLANNING & POLICY COMMITTEE 16/05/07 - RECEIPT AND ADOPTION OF REPORT

Moved by: Cr Dowling
Seconded by: Cr Ogilvie

That the following Planning & Policy Committee Report of 16 May 2007 be received.

CARRIED

DECLARATION OF OPENING

Cr Burns declared the meeting open at 9.00 am.

RECORD OF ATTENDANCE AND LEAVE OF ABSENCE

Present:

Members

Cr J L Burns	Chair and Councillor Division 5
Cr D H Seccombe	Mayor
Cr A G Barker	Councillor Division 1
Cr C B Ogilvie	Councillor Division 2
Cr D A Henry	Councillor Division 3
Cr P J Dowling	Deputy Mayor and Councillor Division 4
Cr T Bowler	Councillor Division 6
Cr A R Beard	Councillor Division 8 - entered at 9.01 am
Cr K M Williams	Councillor Division 9
Cr H J Murray	Councillor Division 10

Committee Manager

Mr G Underwood	General Manager Planning and Policy
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Officers

Mrs S Rankin	Chief Executive Officer
Mr W Dawson	Manager Land Use Planning
Ms R Bonnin	Manager Community and Social Planning
Ms L Galatola	Community Safety Officer
Ms A Horton	Project Officer Community and Social Planning
Ms L Brown	Strategic Advisor Community and Social Planning
Mr D Elliott	Manager Infrastructure Planning
Mr D Carter	Senior Advisor Natural Area Management

Minutes

Mrs J Thomas	Corporate Meetings & Registers Officer
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Apologies:

Cr M A Elliott	Councillor Division 7
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[Cr Burns vacated the Chair at 9.56am (during item 3.5) and Cr Dowling presided; Cr Dowling vacated the Chair at 10.21am (during item 3.5) and Cr Burns resumed the Chair; Cr Bowler left the meeting at 10.57am (during item 3.5) and returned at 11.08am (during item 3.6); Cr Williams left the meeting at 11.13am (during item 3.6)]

and returned at 11.19am (during item 3.6); Cr Henry left the meeting at 11.18am (during item 3.6) and returned at 11.24am (during item 3.6); Cr Williams left the meeting at 12.27pm (during closed session).]

PUBLIC PARTICIPATION AT MEETING

Nil.

DECLARATION OF INTEREST

Nil.

MOTION TO ALTER THE ORDER OF BUSINESS

Nil.

10.1 REPORTS FROM OFFICE OF CEO**10.1.1 BIRKDALE SOUTH STATE SCHOOL – COUNCILLORS’ CBF (DIVISION 8)**

Datworks Filename: G&S Community Benefit Fund – Division 8

Responsible Officer Name: Susan Rankin
Chief Executive Officer

Author Name: Tina Robinson
Executive Support Officer

EXECUTIVE SUMMARY

Council annually allocates in its budget an amount of discretionary spending by the Divisional Councillors known as the Councillors’ Community Benefit Fund (CCBF). All requests for funding individual projects with a greater expenditure than \$5,000 require approval from Council.

This request is for the amount of \$5,000 (GST Exc) to be allocated from the Division 8 portion of the CCBF to assist the Birkdale South State School in purchasing a storage shed which will be utilised by the school and local community groups.

PURPOSE

The purpose of this report is to seek Council approval for an allocation of \$5,000 (GST Exc) from the Division 8 portion of the CCBF to purchase a storage shed which will be utilised by the school and local community groups.

BACKGROUND

- The Birkdale South State School has made application to purchase a shed for storage purposes;
 - Cr Alan Beard wishes to allocate \$5,000 (GST Exc) from the Division 8 portion of the CCBF for this purpose;
-

- Council approval is required for allocations \$5,000 and over.

ISSUES

The Birkdale South State School has sought funding from Councillor Alan Beard for the purchase of a storage shed to be utilised by the school and local community groups.

The Office of the CEO has received the requested quotes from the school and written confirmation that the project has not commenced.

RELATIONSHIP TO CORPORATE PLAN

The recommendation primarily supports Council's strategic priority to build safe, strong and self reliant communities with access to community services, infrastructure and opportunities for participation in community life.

FINANCIAL IMPLICATIONS

Cr Alan Beard has sufficient funds in the Division 8 portion of the CCBF to allocate \$5,000 (GST Exc) towards the purchase of a storage shed which is to be utilised by the school and local community groups.

As per CCBF Guidelines (GL-2034), two written quotations have been received.

CONSULTATION

The Division 8 Councillor has held discussions with Birkdale South State School regarding the need to purchase a shed for storage purposes.

The Office of the CEO has consulted with the Principal from Birkdale South State School and requested updated quotations and written confirmation that the project has not yet commenced was received.

OPTIONS

PREFERRED

That Council resolve to approve the allocation of \$5,000 (GST Exc) from the Division 8 portion of the CCBF to purchase a storage shed which is to be utilised by the Birkdale south State School and local community groups.

ALTERNATIVE

That Council not approve the allocation of \$5,000 (GST Exc) from the Division 8 portion of the CCBF to purchase a storage shed which is to be utilised by the school and local community groups.

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

Moved by: Cr Dowling
Seconded by: Cr Williams

That Council resolve to approve the allocation of \$5,000 (GST Exc) from the Division 8 portion of the CCBF to purchase a storage shed which is to be utilised by the Birkdale South State School and local community groups.

CARRIED

10.2 REPORTS FROM CUSTOMER SERVICES

10.2.1 UPGRADE OF BARBECUES IN PARKS - COUNCILLORS' CCBF (DIVISION 2)

Datworks Filename: G & S Community Benefit Fund Division 2
Responsible Officer Name: Neil Kesur
Services Manager Parks & Conservation
Author Name: Bill McDowell
Senior Advisor Urban Landscape

EXECUTIVE SUMMARY

Council annually allocates in its budget an amount for discretionary spending by Divisional Councillors known as the Councillors' Community Benefit Fund (CCBF). All requests for funding individual projects with a greater expenditure than \$5,000 require approval from Council.

This request is for an amount of \$13,000.00 (GST exclusive) to be allocated for the provision of 4 new electric barbecues as part of an upgrade program in two parks located within Division 2. The parks in Division 2 are GJ Walter Park and Oyster Point Park.

PURPOSE

The purpose of this report is to seek approval from Council for an allocation from the Division 2 portion of the CCBF of \$13,000.00 (GST exclusive) for the provision of 2 barbecues for GJ Walter Park and 2 barbecues for Oyster Point Park.

BACKGROUND

The Councillor for Division 2 requested Parks & Conservation to investigate the costs associated with the installation of some new park infrastructure within Division 2 as a part of the process of utilising the funds available within the Community Benefit Fund.

Following the supply of some costs and discussion with the Services Manager Parks & Conservation, it was recommended to the Division 2 Councillor that the funds be used to upgrade some existing infrastructure, namely barbecues. The existing electric barbecues in GJ Walter Park, Cleveland and Oyster Point Park, Cleveland were also recommended as the sites to be upgraded with these new facilities.

ISSUES

The existing barbecues in GJ Walter Park, Cleveland and Oyster Point Park, Cleveland were identified as requiring upgrading based on their age and being located in high profile parks.

A quotation was sought by the Senior Advisor Urban Landscape from suppliers listed in the Register of Pre-Qualified Suppliers for park infrastructure and other accredited suppliers.

A quotation was received from All Park Products Pty Ltd for the supply of 4 single free standing electric barbecues. A total purchase cost of \$12,752.00 (GST exclusive) was submitted.

Other costs associated with this project include installation. The balance of funds (\$248.00) together with funds supplied from Parks & Conservation will be used to accommodate the cost of installation. These costs amount to \$1,000.00 (GST exclusive).

RELATIONSHIP TO CORPORATE PLAN

The recommendation primarily supports Council's strategic priority to Build safe, strong and self reliant communities with access to community services, infrastructure and opportunities for participation in community life.

FINANCIAL IMPLICATIONS

The Division 2 Councillor supports this project and has sufficient funds to allocate an amount of \$13,000.00 (GST exclusive) from the Division 2 portion of the CCBF.

PLANNING SCHEME IMPLICATIONS

The Land Use Planning Group was consulted and it is considered that the outcome of recommendations in this report will not require any amendments to the Redlands Planning Scheme.

CONSULTATION

The Councillor for Division 2 had initial discussions with the Services Manager Parks & Conservation regarding the installation of new park infrastructure in Division 2. This followed with further discussion regarding the upgrading of barbecues once it was identified this upgrade would better serve the development of these parks.

The Services Manager Parks & Conservation consulted with the Senior Advisor Urban Landscape to advise the intended upgrade.

The Councillor Division 10 has advised the Senior Advisor Urban Landscape to proceed with this project for its approval by Council.

OPTIONS

PREFERRED

That Council resolve to approve an allocation of \$13,000.00 (GST exclusive) from the Division 2 portion of the Councillors' Community Benefit Fund for the supply and

installation of 2 barbecues for GJ Walter Park, Cleveland, and 2 barbecues for Oyster Point Park, Cleveland.

ALTERNATIVE

That Council not approve the allocation of \$13,000.00 (GST exclusive) for this project.

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

Moved by: Cr Dowling
Seconded by: Cr Williams

That Council resolve to approve an allocation of \$13,000.00 (GST exclusive) from the Division 2 portion of the Councillors' Community Benefit Fund for the supply and installation of 2 barbecues for GJ Walter Park, Cleveland, and 2 barbecues for Oyster Point Park, Cleveland.

CARRIED

10.3 REPORTS FROM PLANNING AND POLICY

10.3.1 PROPOSAL TO PREPARE PRIORITY INFRASTRUCTURE PLAN

Datworks Filename: LUP Studies - Infrastructure Charges Plan
Responsible Officer Name: Wayne Dawson
Manager Land Use Planning
Author Name: Michael Kriedemann
Infrastructure Charges Advisor

EXECUTIVE SUMMARY

In accordance with the *Integrated Planning Act 1997* (IPA), Council is required to prepare a Priority Infrastructure Plan (PIP) for Redland Shire; with the PIP being included into the Redlands Planning Scheme as an amendment (as new Part 10). The PIP will set the level of service and infrastructure provision required for all new prescribed development in the Shire over a planning period of 15 years to 2021. The PIP will, through the Infrastructure Charges Schedules (ICS) identify the planned trunk infrastructure networks for the following infrastructure items:-

- Water Reticulation;
- Sewer Reticulation;
- Trunk Road and Cycleway Infrastructure;
- Trunk Stormwater Infrastructure (including water quality);
- Community Purpose and Open Space Lands.

As a procedural requirement of IPA, a resolution to prepare the PIP and the Scheme amendment is required. It is recommended that Council formally resolve to prepare a Priority Infrastructure Plan as an amendment to the Redlands Planning Scheme (Part 10) in accordance with the provisions of the *Integrated Planning Act 1997*.

PURPOSE

To resolve to prepare a Priority Infrastructure Plan for Redland Shire in accordance with the provisions of the *Integrated Planning Act 1997*.

BACKGROUND

It is essential that infrastructure is considered as part of an integrated planning process.

The purpose of the Priority Infrastructure Plan (PI) is to define the scale, type, timing and location of growth in the Priority Infrastructure Area (PIA) of the Shire, in order to plan future trunk infrastructure and to determine the charges required to fund it in a timely fashion.

IPA requires integration of land use and infrastructure planning to ensure that infrastructure is rolled out and/or provided in a coordinated, efficient and orderly manner. This has a major influence on achieving sustainable development and allows for urban growth to be encouraged in areas where adequate infrastructure exists or can be provided efficiently.

A Priority Infrastructure Plan will form part of Redlands Planning Scheme; an IPA compliant scheme. The PIP and accompanying Infrastructure Charges Schedules, enable Council to apply infrastructure charges on new development (as specified) and recover additional infrastructure costs. The current transitional Infrastructure Contributions Planning Scheme Policies will be repealed with the adoption of the PIP and ICSs.

ISSUES

Over the past 12-18 months, Council officers have been preparing background planning reports for the various infrastructure items. These planning reports have been completed and are translated into the PIP and ICS documents.

Some infrastructure items already have transitional infrastructure contributions planning scheme policies which in time will be superseded by the introduction of the PIP.

Through consultation with the Department of Local Government and Planning, the required sign off under Schedule 1. Section 8A (2a) of the IPA has been obtained. This is in respect of agreement with the State infrastructure suppliers to the assumptions made in respect of the preparation of the PIP and the location and size of the Priority Infrastructure Area (PIA). Formal written notification of sign off was obtained in March 2007 from the Department.

It is expected that the program for the draft PIP and associated ICSs will be as follows:

- Completion and checking by Council officers of the draft PIP and associated ICS by mid to late May 2007;
- Draft PIP and ICSs presented to a Councillor workshop in the first week of June;
- The PIP be presented to Council as a report for adoption for referral to the State for first State Interest Review – June 2007.

RELATIONSHIP TO CORPORATE PLAN

The recommendation primarily supports Council's strategic priority to provide and maintain water, waste services, roads, drainage and support the provision of transport and waterways infrastructure.

FINANCIAL IMPLICATIONS

The planning reports and drafting of the PIP have been budgeted in the current and future capital budgets. A small component of the PIP charge will be for the ongoing administration and maintenance of the document. Staffing costs incurred by Council will be recovered through the charge.

PLANNING SCHEME IMPLICATIONS

The Land Use Planning Group was consulted and it is considered that the outcome of recommendations in this report will result in amendments to the Redlands Planning Scheme, with the PIP being inserted into Part 10 – Priority Infrastructure Plan.

CONSULTATION

In preparing this report, consultation was undertaken with:

- General Manager Planning & Policy;
- GHD (consultants employed by Council to prepare the PIP);
- State Government Agencies – essentially the Department of Local Government & Planning.

OPTIONS

PREFERRED

That Council resolve to propose to prepare a Priority Infrastructure Plan (PIP) as an amendment to the Redlands Planning Scheme in accordance with the provisions of Schedule 1 of the *Integrated Planning Act 1997* (IPA).

ALTERNATIVE

There is no alternative as a PIP is required under legislation as part of Redlands Planning Scheme.

OFFICER'S/COMMITTEE RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr Henry
Seconded by: Cr Bowler

That Council resolve to propose to prepare a Priority Infrastructure Plan (PIP) as an amendment to the Redlands Planning Scheme, in accordance with the provisions of Schedule 1 of the *Integrated Planning Act 1997* (IPA).

CARRIED

**10.3.2 CREATION OF TEMPORARY EASEMENT THROUGH COUNCIL LAND -
LOT 500 RP 201982**

Dataworks Filename: Lot 500 RP 201982
Attachment: [Survey Plan & Aerial Map – Temporary Easement](#)
Responsible Officer Name: Gary Photinos
Manager Environmental Management
Author Name: Dan Carter
Senior Advisor Natural Environment

EXECUTIVE SUMMARY

Council has been notified by the State Government's Department of Natural Resources and Water that in order to Gazette lots 90-91 on SP174432, Council will need to either provide temporary easement through Council owned land Lot 500 RP 201982 or surrender Lot 500 RP 201982 to the State for it to be gazetted reserve with Council as trustee.

Lots 90-91 on SP 174432 come from a material change of use and reconfiguration of Lots 14 and 16 RP123875 on 23 March. The Department of Natural Resources and Water cannot gazette the properties at this stage, as they are currently land locked between freehold properties. Council is requested to consider the preferred option of the provision of a temporary easement through Lot 500 RP201982 to proposed lots 90-91 SP174432. In doing this the parcels of land would no longer be land locked and can be gazetted and trusteeship of land handed to Council. In the long term if and when other properties are developed along Greenfield Street and when parcels of land are connected to Greenfield Street, the easement can be removed off Lot 500 RP201982.

PURPOSE

That Council resolve to approve a temporary access easement over Lot 500 RP 201982 providing access to the proposed reserves of lots 90-91 on plan SP174432.

BACKGROUND

Council granted a development permit on 23 March 2005 for Lots 14 and 16 RP123875 for material change of use and reconfiguration.

January 2007 - Letter from DNR&W requesting to resolve and allow the gazettal of Lots 90-91 on plan SP174432, Council is required to undertake options to either:-

- Register an access easement on Lot 500 on plan RP201982, which Council owns in freehold, providing access to the proposed reserves; or
- Surrender Lot 500 on plan RP201982, which Council owns in freehold, and have it gazetted as a reserve with Council as trustee.

ISSUES

TEMPORARY ACCESS EASEMENT IN LOT 500 ON PLAN RP 201982

The Department of Natural Resources and Water have advised Council that to allow gazettal of lots 90-91 on plan SP174432, dedicated access is required. Council has been advised two options are available which are:

- To register an access easement in Lot 500 on plan RP201982, which Council owns in freehold, providing access to the proposed reserves; or
- To surrender Lot 500 on plan RP201982, which Council owns in freehold, and have it gazetted as a reserve with Council as trustee.

In further discussion with Department of Natural Resource officers they have identified in the future dedicated access will be provided off Greenfield Road. Therefore they recommend that Council may wish to place a temporary easement over Lot 500 on plan RP 201982, rather than register permanent access as the letter has indicated.

The easement could be placed over the existing fire break along the back of the properties starting at Lot 601 RP 216254 and finishing at Lot 91 SP174432.

RELATIONSHIP TO CORPORATE PLAN

The recommendation primarily supports Council's strategic priority to ensure the enhancement of biodiversity including koala habitat, bushland, greenspace, waterways, catchments, air and coastal ecosystems in recognition of our unique location on Moreton Bay.

FINANCIAL IMPLICATIONS

It is estimated the financial cost for undertaking the above actions is unlikely to exceed \$400.

PLANNING SCHEME IMPLICATIONS

The Land Use Planning Group was consulted and it is considered that the outcome of recommendations in this report will not require any amendments to the Redlands Planning Scheme.

CONSULTATION

In the preparation of this report officer from the following sections of Council and the State Government have been consulted:

- Land Development;
- Property Services;
- Land Use Planning; and
- Department of Natural Resources and Water.

Support has been provided for the proposed recommendation of a temporary easement access to be provided.

OPTIONS

PREFERRED

That Council resolve as follows:

- To approve a temporary access easement over Lot 500 RP 201982 providing access to the proposed reserves of lots 90-91 on plan SP174432; and
- That the Mayor and Chief Executive Officer be delegated authority to sign and seal all associated documentation.

ALTERNATIVE

That Council resolve to surrender the freehold land situated at Lot 500 on plan RP201982 and have it gazetted as a reserve for open space with Council accepting its trusteeship.

OFFICER'S/COMMITTEE RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr Dowling

Seconded by: Cr Williams

That Council resolve as follows:

- 1. To approve a temporary access easement over Lot 500 RP 201982 providing access to the proposed reserves of lots 90-91 on plan SP174432; and**
- 2. That the Mayor and Chief Executive Officer be delegated authority to sign and seal all associated documentation.**

CARRIED

10.3.3 PERMANENT ROAD CLOSURE OF A ROAD WITHIN GEOFF SKINNER WETLANDS

Dataworks Filename: Fernbourne Road/Bligh Street
Attachments: [Road Closure – Geoff Skinner Wetlands](#)
Responsible Officer Name: Gary Photinos
Manager Environmental Management
Author Name: Dan Carter
Senior Advisor Natural Environment

EXECUTIVE SUMMARY

Council purchased two properties, Lot 3 RP 141170 and Lot 2 RP 141171, for environmental purposes in 2005, which were subsequently named the “Geoff Skinner Wetlands”. There is a small section of Fernbourne Road, Wellington Point, north of Bligh Street, which now runs into the wetlands.

This section of Fernbourne Road does not provide access to any private property and it is therefore requested that Council consider the road closure to all traffic in the interest of public safety under section 915 of the *Local Government Act* and submit an application for permanent road closure to Department of Natural Resources and Water under the *Land Act*.

It will be requested that the land created from the road closure become a reserve for environmental purposes with Council accepting the trusteeship of this new reserve.

PURPOSE

That Council resolve as follows:

1. To close part of Fernbourne Road, Wellington Point, north of Bligh Street in the interest of public safety under section 915 of the *Local Government Act 1993*;
2. To make application to the Department of Natural Resources and Water under Section 99 of the *Land Act* for the permanent closure part of Fernbourne Road; and
3. That the land from this road closure be declared a Reserve for Environmental Purposes with Council accepting trusteeship of this land.

BACKGROUND

Council resolved on 9 November 2005 to purchase Lot 3 RP 141170 and Lot 2 RP 141171 with the Environment Separate Charge.

ISSUES

ROAD CLOSURE:

Section 915 of the *Local Government Act* allows Council, by public notice, to close a road to all traffic if it is desirable to close the road in the interests of public safety.

This section of road through the wetlands is not required to provide access to any other land owner, as Council is the sole land owner for this part of the road. In addition, it enables Council to fence off the road reserve to stop access into the Geoff Skinner wetlands, to protect the public from unlawful access by motorbikes and four wheel drive vehicles. It is necessary to close the road in the interests of public safety. Another issue is the impacts these vehicles have on the environmental values of the area.

This action is necessary while the Department of Natural Resources and Water assesses the application for permanent road closure under the provisions of the *Land Act*.

CONVERSION OF NORTHERN SECTION OF FERNBOURNE ROAD TO RESERVE IN COUNCIL TRUSTEESHIP

Under section 99 of the *Land Act 1994*, Council can make an application for the permanent road closure of Fernbourne Road, North of Bligh Street. It would be appropriate that Council request that the closed road be transferred to a Reserve for Environmental purposes in Council trusteeship. An estimated 8764m² of land will then be added to the Geoff Skinner Wetlands.

RELATIONSHIP TO CORPORATE PLAN

The recommendation primarily supports Council's strategic priority to ensure the enhancement of biodiversity including koala habitat, bushland, greenspace, waterways, catchments, air and coastal ecosystems in recognition of our unique location on Moreton Bay.

FINANCIAL IMPLICATIONS

It is estimated the financial cost for undertaking the above actions is unlikely to exceed \$400. This includes the lodgement fee of \$150 and application fee of \$190. The other cost will be advertising of road closure under section 915 of the *Local Government Act*.

PLANNING SCHEME IMPLICATIONS

The Land Use Planning Group was consulted and it is considered that the outcome of recommendations in this report will require some amendments to the Redlands Planning Scheme. If the Department of Natural Resources and Water approve the road closure then mapping of the road will be required to be amended to CN2.

CONSULTATION

Consultation has occurred with Infrastructure Planning Group, Land Use Planning Group, Parks and Conservation and the Department of Natural Resources and Water.

OPTIONS

PREFERRED

That Council resolve as follows:

1. To close part of Fernbourne Road, Wellington Point, north of Bligh Street, in the interest of public safety under section 915 of the *Local Government Act 1993*;
2. To make application to the Department of Natural Resources and Water under Section 99 of the *Land Act 1994* ,for the permanent closure part of Fernbourne Road, Wellington Point, north of Bligh Street;
3. That the land from this road closure be declared a Reserve for Environmental Purposes with Council accepting trusteeship of this land; and
4. That the Chief Executive Officer be delegated authority to sign and seal all associated documentation.

ALTERNATIVE

That Council resolve to defer this matter pending the provision of any additional information that may be required to make a decision.

OFFICER'S/COMMITTEE RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr Dowling
Seconded by: Cr Williams

That Council resolve as follows:

1. **To close part of Fernbourne Road, Wellington Point, north of Bligh Street, in the interest of public safety under section 915 of the *Local Government Act 1993*;**
2. **To make application to the Department of Natural Resources and Water under Section 99 of the *Land Act 1994* for the permanent closure part of Fernbourne Road, Wellington Point, north of Bligh Street;**
3. **That the land from this road closure be declared a Reserve for Environmental Purposes with Council accepting trusteeship of this land; and**
4. **That the Chief Executive Officer be delegated authority to sign and seal all associated documentation.**

CARRIED

10.3.4 TRUSTEESHIP OF RESERVE FOR COASTAL MANAGEMENT PURPOSES - DUNCAN STREET, WELLINGTON POINT

Dataworks Filename: LUP State Coastal Management Plan

Attachments: [Photographs & Lot Reconfiguration - Coastal Management District](#)

Responsible Officer Name: Gary Photinos
Manager Environmental Management

Author Name: Dan Carter
Senior Advisor Natural Environment

EXECUTIVE SUMMARY

In March 2006, Council considered a report regarding accepting trusteeship over reserves surrendered under the *Coastal Protection and Management Act* from the Environmental Protection Agency. Council resolved to consider these requests, but only on a case by case basis.

One such request for land situated at 65-101 Duncan Street, Wellington Point and described as Lot 3 on RP 14670 has been assessed by Council officers and it is recommended that on this occasion Council accept trusteeship over this reserve.

PURPOSE

That Council resolve to accept trusteeship of a reserve for beach protection and coastal management purposes which is being surrendered under the provision of section 110 of the *Coastal Protection and Management Act 1995*, as part of the development of 65-101 Duncan Street, Wellington Point, described as Lot 3 on RP 14670.

BACKGROUND

- State Government produced the South-East Queensland regional coastal management plan which outlines that any development will be required to surrender coastal management district land that forms part of the development.
- On 1 March 2006, Council resolved to consider trusteeships for beach protection and coastal management purposes which are surrendered under section 110 of the *Coastal Protection and Management Act 1995*, subject to Council acceptance on a case to case basis.
- November 2006 Council received a letter from MCC consultant town planners in relation to EPA and applicant reached agreement, in relation to the dedication of land for Coastal Management District purposes at 65-101 Duncan Street Wellington Point.

ISSUES

EPA is seeking advice from Council as to whether it is willing to accept trusteeship of a reserve for coastal management purposes at the development of 65-101 Duncan Street, Wellington Point. EPA has negotiated with the developer and an agreement has been reached (see map attached).

ADVICE FROM ENVIRONMENTAL PROTECTION AGENCY

The Environmental Protection Agency recommends that the surrendered land be dedicated as "Reserve, Beach Protection and Coastal Management Purposes" under the trusteeship of Redland Shire Council.

General management of, and trustee responsibilities for, reserves for beach protection and coastal management purposes is similar to the management of other reserves for which Redland Shire Council are trustees. Currently the coastal management district is directly adjacent to open space dedication, except for a small section on the bend of the creek.

The aim of managing a reserve for beach protection and coastal management purposes is to allow natural coastal processes to continue on land vulnerable to shoreline movements and to minimise detrimental impacts on coastal resources. This is achieved by retaining the land in a relatively natural state and free from non-expendable assets.

Management of this should involve:

- Retention of native vegetation;
- Retention of natural topography;
- Provision of controlled public access to the foreshore where deemed necessary by the trustee;
- Rehabilitation of degraded areas and weed control where deemed necessary by the trustee.

Therefore, EPA would not object to the use of landward areas of such reserves for low level passive recreational purposes, including walking tracks, viewing platforms, and picnic tables which would be considered as non permanent development. However, EPA would not support any permanent development as the land has been identified as vulnerable to sea erosion and tidal inundation and has been removed from private ownership to prevent such development.

EPA would not support clearing, thinning or other damage to native vegetation except for establishing or maintaining limited recreational areas.

COASTAL MANAGEMENT DISTRICT AT 65-101 DUNCAN ST

An inspection of the area was carried out on 26 April 2007 (see photos attached).

Natural vegetation exists on the batter with open pasture grass on top of batter. Weed species are present with groundsel, umbrella trees and other non-native species including Golden Cane palm trees. These will all be removed as part of a development condition in the operational works permit. Some rubbish still exists within the area and will also be required to be removed as part of the development. It is intended that the coastal management district be revegetated with access provided to open space dedication south of the lot.

The site did show signs of natural Eucalyptus revegetation with a number identified within the coastal management district. The removal of horses and slashing of this will allow these and other native species to revegetate naturally. Given proximity to "Station Street Wetlands" seed migration will occur naturally and will enhance any replanting undertaken by the developers.

RELATIONSHIP TO CORPORATE PLAN

The recommendation primarily supports Council's strategic priority to ensure the enhancement of biodiversity including koala habitat, bushland, greenspace, waterways, catchments, air and coastal ecosystems in recognition of our unique location on Moreton Bay.

FINANCIAL IMPLICATIONS

All revegetation works will be undertaken and funded by the developer as part of the approval; however the ongoing maintenance of revegetation of the 3ha coastal management district is estimated to cost \$173,000 over 10 years, which will be borne by Council.

This is not dissimilar to all other land dedications that Council obtains under the development approval process for similar developments. It is anticipated that the increased rates base that is generated from this development should fund the ongoing maintenance of this reserve on the assumption that operations and maintenance budgets are indexed accordingly - currently this index is 1% on top of CPI index.

Year after off maintenance	Cost of maintenance
1	\$45,000
2	\$36,000
3	\$30,000
4	\$24,000
5	\$18,000
6	\$12,000
7	\$3,000
8	\$3,000
9	\$2,000
Total	\$173,000

PLANNING SCHEME IMPLICATIONS

The Land Use Planning Group was consulted and it is considered that the outcome of recommendations in this report will result in possible amendments to the Redlands Planning Scheme, such as rezoning of the open space and coastal management district to CN2 when the RPS is subject to the next periodic review.

CONSULTATION

Consultation has occurred with:

- Parks and Conservation;
- Environmental Assessment Team;
- Land Use Planning;
- Environmental Protection Agency.

OPTIONS

PREFERRED

That Council resolve to accept trusteeship of a reserve for beach protection and coastal management purposes which is being surrendered under the provision of section 110 of the *Coastal Protection and Management Act 1995*, as part of the development of 65-101 Duncan Street, Wellington Point, described as Lot 3 on RP 14670.

ALTERNATIVE

That Council resolve to not accept trusteeship of a reserve for beach protection and coastal management purposes which is being surrendered under the provision of section 110 of the *Coastal Protection and Management Act 1995* as part of the development of 65-101 Duncan Street, Wellington Point, described as Lot 3 on RP14670.

OFFICER'S/COMMITTEE RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr Dowling
Seconded by: Cr Williams

That Council resolve to accept trusteeship of a reserve for beach protection and coastal management purposes which is being surrendered under the provision of section 110 of the *Coastal Protection and Management Act 1995* as part of the development of 65-101 Duncan Street, Wellington Point, described as Lot 3 on RP14670.

CARRIED

10.3.5 CAPALABA ACTIVITY CENTRE OPTIONS REPORT AND CAPALABA COMMUNITY PROFILE & NEEDS ANALYSIS

Dataworks Filename:	CS Capalaba Intergenerational Activity Initiative
Attachments:	<u>Volume 1 - Needs Analysis & Recommendations</u> <u>Volume 2 - Scoping & Feasibility</u> <u>Capalaba Community Profile & Needs Analysis</u>
Responsible Officer Name:	Roberta Bonnin Manager Community & Social Planning
Author Name:	Col Griffiths Senior Advisor Community Development Andrea Horton Project Officer Community & Social Planning

EXECUTIVE SUMMARY

Two reports have recently been completed focusing on community needs and future planning for the Capalaba Area. These reports are:

- Capalaba Community Profile & Needs Analysis
The Capalaba Community Profile & Needs Analysis provides a focused assessment of community need for Capalaba, Alexandra Hills and Birkdale.
- Capalaba Activity Centre Options Report – Volumes 1 and 2
The Capalaba Activity Centre Options Report focuses on needs identified in the Capalaba area and recommends a staged approach to meet these needs through community development programming, integration with other groups, better use of existing facilities, and coordination of planning. It also provides options for the future development of an activity centre in the Capalaba area.

These reports are being presented to Council for noting. It is also proposed that an action plan be developed to implement the recommendations of the Capalaba Activity Centre Options Report.

These projects together with several other planning projects recently completed or in progress have highlighted the urgent need for the development of a Social Infrastructure Plan to provide a coordinated, staged and whole-of-shire approach to social infrastructure provision. The type, size, location and priority of a future facility in the Capalaba area would be considered as part of the whole-of-shire needs and priorities in the development of the Social Infrastructure Plan.

PURPOSE

1. To present the Capalaba Community Profile & Needs Analysis for noting and endorsement for the purpose of planning and distribution;

2. To present the Capalaba Activity Centre Options Report – Volumes 1 and 2 for noting and endorsement for the purpose of planning and distribution;
3. To recommend the development of an action plan for the Capalaba Activity Centre Options Report; and
4. To recommend the development of a Social Infrastructure Plan.

BACKGROUND

Capalaba Activity Centre Options Report

This project was commenced in response to requests from the community, and in particular from a community group, Redlands Intergenerational Netweavers Group (RING), which was established by interested groups in the Capalaba area to look at addressing needs and issues (particularly seniors and youth) in the Capalaba area through an intergenerational activity centre.

The project involved collaboration between Redland Shire Council, Queensland Department of Communities, and the Redlands Intergenerational Netweavers Group (RING). The Queensland Department of Communities contributed 50% of the funding to complete the Capalaba Activity Centre Options Report, with Council contributing the remaining funding.

In June 2006, 99 Consulting were engaged to complete the Capalaba Activity Centre Options Report. The objectives of the project were to:

- provide an analysis of the current and future needs;
- determine if sufficient need and support for a facility exists, and if so, provide options for the physical type and layout, location, management and operation of the facility and its activities; and
- provide options for fostering and providing opportunities for interaction between different generations.

Capalaba Community Profile & Needs Analysis

It was identified during the Capalaba Activity Centre Options Report development process that the development of a concise community profile and general needs analysis for the Capalaba area would be beneficial to address gaps in current information and inform planning. 99 Consulting were engaged to complete the Capalaba Community Profile & Needs Analysis.

Other Planning Projects

A number of other planning projects that are currently being undertaken or have been completed interrelate with these reports and have highlighted the need for the development of a Social Infrastructure Plan. These projects include:

- *Community Facilities and Services Study*

The Community Facilities and Services Study (2003) provided detailed information on residents' needs and the services required to support existing unmet and future needs. The report, however, did not detail the cost or location of hard social infrastructure required to support such services.

- *Priority Infrastructure Plan and Infrastructure Charges Schedules*

The Priority Infrastructure Plan (PIP) and the Infrastructure Charges Schedules (ICS) presently being prepared have provided strong evidence to support the need for a Social Infrastructure Plan to guide Council in determining its direction and priorities regarding all social infrastructure provision not just community facilities. Preparation of the Social Infrastructure Plan is scheduled for 2007/08.

- *Redlands Strong Communities Framework*

Scoping of the Strong Communities Framework (SCF) is presently being undertaken by the Community & Social Planning Group. Development of the Framework itself will be undertaken during 2007/08.

The SCF will provide an understanding of how to build neighbourhoods and communities that work together. It will be Council's Social Policy that provides an overarching guide for an integrated approach to planning, delivering and evaluating policy, products and services to enhance the well-being of people and places in the Redlands.

- *Human Services Strategy (HSS) and Human Services Policy (HSP)*

The HSS & HSP are presently being developed and are expected to be completed in May 2007. They recognize the importance of empowering the community to achieve greater levels of self-reliance through building individual and community capacity while encouraging independence, and supporting the provision of an appropriate level of social infrastructure.

The HSS will provide an important 'tool-kit' to assist Council to assess and decide 'what, how, by whom, when and if' such services and facilities are provided to the community, what long-term implications may result and the extent to which Council should be involved.

The primary focus of this approach is to identify if Council is or is not the 'best-fit' provider for the provision of such facilities/services/programs. It will support the need for advocacy to other levels of government to address needs.

ISSUES

Capalaba Activity Centre Options Report

The Capalaba Activity Centre Options Report was completed by 99 Consulting (with Wyeth Planning Services and Miriam Martin Consulting) in February 2007 and

responds to gaps in social infrastructure particularly for seniors and youth in Capalaba, Birkdale and Alexandra Hills.

The report recommends the implementation of a staged approach involving community capacity building and better integration and use of existing community facilities and services, with the longer term construction or development of a purpose-built facility should it still be required.

An action plan will need to be developed to implement the recommendations of the report. Subject to budget considerations and external funding, particularly from the State, the plan will include:

- Improving planning processes and links to other projects.
- The employment of a Community Development Officer to focus on better utilisation of community facilities in the Shire. This role would initially focus on the Capalaba area, but would progress to other areas in the Shire.
- The establishment of community development and intergenerational programs, initially focusing on the Capalaba area.
- The development and implementation of a plan to improve use of existing facilities.
- The periodic evaluation and review of the action plan.
- The review of the need and support for a centre following implementation of the above initiatives.

Social Infrastructure Plan

The Capalaba Activity Centre Options Report together with several other planning projects currently in progress or recently completed have highlighted the need for the development of a Social Infrastructure Plan.

Social Infrastructure includes hard and soft social infrastructure such as social services, community facilities, networks and community development processes that enhance the social capacity of communities.

The Social Infrastructure Plan will provide a coordinated, staged and whole-of-shire approach to addressing social infrastructure provision. The Plan will consolidate and expand on the findings of prior projects, and will investigate the need for:

- Provision of new physical infrastructure, including development (location, type, timeframes, costs, funding options, etc) and long-term operation (operational models, funding requirements, funding options, etc).
- Maintenance or upgrade of existing physical infrastructure
- Programs and services, including community development and capacity building
- Further planning and research

It is envisaged that it will provide a consolidated and prioritised list of social infrastructure required throughout the Shire and will identify Council's role and the resource implications in addressing these. The need, type, size and location of a future facility in the Capalaba area would be considered as part of the whole-of-shire needs and priorities in the development of the Social Infrastructure Plan.

Funding opportunities would be investigated as part of the Social Infrastructure Plan development. However, with the termination of the Local Governing Bodies Capital Works Subsidy Scheme (LGBWS), there does not appear to be any specific State Government capital funding for hard social infrastructure compared to past arrangements, and future projects would need to meet specific funding criteria. Some opportunity may exist with Federal funding but there is no certainty of a positive outcome.

The Office of Urban Management (OUM) has prepared Social Infrastructure Planning Guidelines for SEQ which are currently awaiting Ministerial decision. The project specification for these guidelines seeks a determination of the demand for social infrastructure (both hard and soft), facility location and sequenced delivery to improve social infrastructure planning in South East Queensland. Its objectives are to address:

- 'Planning – to develop a non-statutory social infrastructure planning guideline for social infrastructure planning in SEQ;
- Funding – to articulate current and innovative funding options for land acquisition, establishment and operation of community facilities and services across the range of types of social infrastructure; and
- Implementation – to articulate mechanisms for implementing the framework at a regional and sub regional level.'

The Local Government Association of Qld (LGAQ) is aware of the current situation regarding social infrastructure provision. LGAQ is working with OUM on the development of a project proposal to undertake research about social infrastructure provision, particularly in SEQ, to use in advocating to other levels of government for support. They are proposing to prepare a number of case-studies of various local government authorities to identify issues, including funding, to use in advocating on behalf of their members. Redland Shire has been invited to participate in this project.

The table below provides a calendar of significant events in relation to social infrastructure planning.

Significant Event	Period/Timing	Outcomes Sought
Human Services Strategy & Human Services Policy	To be completed May 2007	Policy and Tool-Kit to assess social infrastructure needs and Council's role

Significant Event	Period/Timing	Outcomes Sought
Employment of Community Development Officer	To commence July 2007	Undertake capacity building pilot at Capalaba; program development; and assessment of facilities to address needs
Strong Communities Framework	July 2007 onwards	Council's Social Policy – overarching guide to social infrastructure planning and provision
C&SP Budget Development 2008-09	November 2007 - >	Infrastructure Charges Schedule (ICS) - Revenue Strategy; Planning Forums; Redlands Community Vision; Southern Redlands/SMBI Community Development - Place Project; Community Grants; Good Neighbourhood Project; Regional Sport & Recreation Facility Site Planning
Social Infrastructure Plan	December 2007-June 2008	Infrastructure Provision: <ul style="list-style-type: none"> ➤ Location ➤ Cost ➤ Priority ➤ Sequencing
C&SP Social Infrastructure Budget Development & Partnerships	July 2008 – December 2008	Prioritisation of Social Infrastructure Proposals; Costs; Revenue

RELATIONSHIP TO CORPORATE PLAN

The recommendation primarily supports Council's strategic priority to build safe, strong and self reliant communities with access to community services, infrastructure and opportunities for participation in community life.

FINANCIAL IMPLICATIONS

Council noting and endorsing the reports for distribution purposes will result in no additional budgetary implications for Council.

An action plan will need to be prepared to implement the outcomes and recommendations of the Capalaba Activity Centre Options Report, and will be subject to approval through Council's budget process. Funding of \$52,497 for the appointment of a Community Development Officer has been proposed in the 2007/08 operational budget. Financial contributions will be sought from the Queensland Department of Communities and other sources to help offset costs. The Queensland Department of Communities is supportive of this project and has provided informal agreement to negotiate providing funding.

The development of a Social Infrastructure Plan has been proposed through the 2007/2008 budget development process, with a budget of \$62,400.

PLANNING SCHEME IMPLICATIONS

The Land Use Planning Group was consulted and it is considered that the outcome of recommendations in this report will not result in possible amendments to the Redlands Planning Scheme.

CONSULTATION

The following people have been consulted in regard to this report:

- Manager Customer & Community Services;
- Acting Human Services Manager;
- Manager Infrastructure Development;
- Manager Land Use Planning.

A wide range of stakeholders were consulted in the Capalaba Activity Centre Options Report development process. Consultation details can be found in each volume of the report.

OPTIONS

PREFERRED

That Council resolve as follows:

1. To note and endorse for the purpose of planning and distribution to stakeholders the following reports:
 - a) Capalaba Community Profile & Needs Analysis;
 - b) Capalaba Activity Centre Options Report Volume 1 Needs Analysis & Recommendations; and
 - c) Capalaba Activity Centre Options Report Volume 2 Capalaba Activity Centre Scoping & Feasibility;

2. That an action plan be developed and approved through Council's budget process, to implement the outcomes and recommendations of the Capalaba Activity Centre Options Report Volume 1 Needs Analysis & Recommendations;
3. That, subject to approval through Council's budget processes, a Community Development Officer be appointed and a Social Infrastructure Plan be developed; and
4. To provide feedback to all stakeholders engaged in these projects about the resulting outcomes and decisions.

ALTERNATIVE

That Council resolve as follows:

1. To note and endorse for the purpose of planning and distribution to stakeholders the following reports:
 - a) Capalaba Community Profile & Needs Analysis;
 - b) Capalaba Activity Centre Options Report Volume 1 Needs Analysis & Recommendations; and
 - c) Capalaba Activity Centre Options Report Volume 2 Capalaba Activity Centre Scoping & Feasibility; and
2. To request that further investigation be undertaken.

OFFICER'S/COMMITTEE RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr Williams

Seconded by: Cr Dowling

That Council resolve as follows:

1. To note and endorse for the purpose of planning and distribution to stakeholders the following reports:
 - a) Capalaba Community Profile & Needs Analysis
 - b) Capalaba Activity Centre Options Report Volume 1 Needs Analysis & Recommendations;
 - c) Capalaba Activity Centre Options Report Volume 2 Capalaba Activity Centre Scoping & Feasibility; and
2. That an action plan be developed and approved through Council's budget process, to implement the outcomes and recommendations of the Capalaba Activity Centre Options Report Volume 1 Needs Analysis & Recommendations;
3. That, subject to approval through Council's budget processes, a Community Development Officer be appointed and a Social Infrastructure Plan be developed; and

4. To provide feedback to all stakeholders engaged in these projects about the resulting outcomes and decisions.

CARRIED

10.3.6 EFFECTIVENESS OF GRAFFITI MANAGEMENT STRATEGY

Datworks Filename: CP - Graffiti Management Policy

Attachments: [Graffiti Management and Prevention - Policy POL-3022](#)
[Graffiti Removal Guideline - GL-3022-001](#)
[Graffiti Operational Outcomes Table](#)

Responsible Officer Name: Roberta Bonnin
Manager Community and Social Planning

Author Name: Lina Galatola
Community Safety Officer

EXECUTIVE SUMMARY

This report outlines the objectives of the graffiti management policy, Council's operational response to the policy and the effectiveness of these outcomes. Council's current graffiti removal, management and data collection systems are uncoordinated resulting in a need for improved responsiveness, a centralised graffiti management system and improvement to the efficiency and accuracy of available data. This report considers opportunities for improvement to the graffiti management strategy in advance of the graffiti policy review scheduled for 16 March 2008.

PURPOSE

The purpose of this report is to respond to Council's request for a report on the effectiveness of the current graffiti management program in preparation for the Graffiti Management and Prevention Policy review scheduled for 16 March 2008.

BACKGROUND

At the General Meeting of 28 March 2007, Council requested that a report on the effectiveness of Council's graffiti management strategy be prepared. This report was also to be completed in time to be considered in the 2007/08 budget deliberations.

The Graffiti Management Policy and Guidelines are due to be reviewed by 16 March 2008 and this report is presented in preparation for this review.

Current Policy

Council's Graffiti Management and Prevention Policy POL-3022 and Guideline GL-3022-00, attached, were adopted in March 2005 and formalise Council's "zero tolerance" approach to graffiti. The policy focuses on Council assets and a commitment to effective management and prevention of graffiti. The graffiti management guidelines focus upon time frames and priorities for graffiti removal.

ISSUES

Policy and Operational Outcomes

Council is committed to achieving the aims of the Graffiti Management Policy and Guidelines through a range of strategies outlined in the attached Operational Outcomes Table. The table highlights operational outcomes of the current policy and an assessment of its effectiveness.

Graffiti in the Shire

An investigation of graffiti in the Shire was recently undertaken to develop a better local understanding of graffiti. Findings from this investigation will assist in the policy review scheduled for 16 March 2008:

- Graffiti in Redland Shire appears to be at a manageable level with approximately ten (10) graffiti reports entered into the 'Proclaim' system each month and 'Corvu' removal targets consistently met, but the reporting and recording of the levels, locations, removal targets and financial implications of graffiti should be audited to ensure Council's graffiti management strategy is effective and efficient.
- Parks and Conservation are conducting an audit of the graffiti on private fences adjoining Council parks and to date graffiti tags of an insignificant size have been found on private fences. Graffiti on Council assets in parks has been reported as a more significant issue.
- A significant portion of graffiti occurs on State Government property and commercial/private property. Council does not have graffiti removal partnerships in place to address this.
- On Council property, most graffiti occurs on underpasses, pathways, street signs, public toilets and park assets (e.g. playground equipment). According to the Graffiti Removal Guidelines graffiti is not removed as a priority from some of these locations (e.g. underpasses, secluded pathways, some street signs). The Guideline definitions of "non-public area assets", "public area assets" and "excluded assets" need to be reviewed.
- Graffiti is a form of communication and contains a range of messages in the public realm. The type of graffiti depends on motivation, medium, location and opportunity. Graffiti differs in its impact and seriousness where certain types of graffiti may offend more than other forms. Graffiti may not always be a safety issue, but one of visual amenity, costly nuisance, vandalism and provoking negative perceptions of young people.
- Graffiti is evolving and responsive to changes in legislation, technology, environment and security. Some preventative measures may be met with counter offensive responses by graffiti vandals.
- Motivations for graffiti differ significantly between offenders and sites. The differing motivations should guide Council's responses.

- Graffiti is removed by Operations and Maintenance, Facilities Services and Redland Water and Waste on a prioritised basis. A panel arrangement is used to contract out graffiti removal tasks and in some instances Council staff may also remove graffiti. This has resulted in uncoordinated reporting and management where each Council group reports graffiti differently and uses different contractors for removal. This lack of centralisation makes it difficult to obtain consistent graffiti removal data and information regarding hot spot locations.
- Council does not have a centralised costing system for graffiti removal. The cost of graffiti removal tasks is not currently recorded because of the lack of a uniform reporting system. Two of the three Council groups involved in graffiti removal do not have a dedicated graffiti removal budget (it is absorbed into maintenance budgets) making it difficult to determine the money spent on graffiti removal over specified timeframes.
- Council's Young Citizen Program does not incorporate graffiti education. Education Queensland does not formally include graffiti education in the curriculum at this stage.
- Management of graffiti may be more effective than eradication or prevention in certain situations. Graffiti is highly site specific and is best addressed through targeted responses which are tailored to the location, population, demographics and motivation of offenders
- Processes for inclusion and engagement of young people contribute to the successful management of graffiti. Recognised processes take the form of graffiti prevention programs, diversionary activities, community murals and involvement in genuine public art

Future Opportunities

A comprehensive graffiti strategy should address the following elements of graffiti prevention and management:

- Eradication – rapid removal and cleaning of offensive graffiti in public spaces.
- Enforcement – legislation and police response to graffiti offences.
- Engineering – use of vandal-resistant, easy-to-clean materials, access, design, lighting and Crime Prevention through Environmental Design (CPTED) measures to help prevent graffiti.
- Education – education programs for young people presenting the consequences of graffiti and the importance of respecting other's property, and community education regarding perceptions and understanding of graffiti.
- Management – effective management of graffiti in those areas where eradication is difficult or unlikely to be efficient.
- Prevention – diversionary programs for those involved in graffiti.

- Inclusion - providing space for young people in the community through initiatives such as youth programs, public art, gallery exhibitions, the Redlands Performing Arts Complex and festivals.

The attached table indicates possible directions for Council's graffiti management strategy in the future.

Issues Summary

To date, it has been found that:

- Improved responsiveness and a centralised graffiti management system are needed and the efficiency and accuracy of the data currently available requires improvement.
- The effectiveness and efficiency of the Graffiti Removal Guidelines need to be assessed. Timeframes and priorities may need to be re-evaluated to ensure assets such as road signs are cleaned quickly.
- Graffiti removal, management and recording in the Shire are uncoordinated given the lack of a centralised reporting and removal system. The efficiency and accuracy of data requires improvement.
- Accessible information on graffiti removal is required to support private/commercial property owners and groups leasing Council property in fulfilling their responsibilities.
- Council lacks educational strategies to address graffiti.
- Youth arts programs are deficient in the Shire and opportunities for youth inclusion and expression are limited.

Recommendations

Based upon the above findings it is recommended that the following be undertaken in advance of the 16 March 2008 policy review or for earlier implementation in order of priority:

1. The coordination of removal services throughout Council.
2. An audit of the effectiveness and efficiency of the graffiti removal data that is currently available.
3. The investigation of partnership options for the removal of graffiti from private and commercial properties, particularly those that have been previously raised as future considerations.
4. The development of an MOU with Energex, QR and Telstra regarding the removal of graffiti from assets in the Shire in line with the SEQ CEOs Regional Collaboration.

5. Consideration of the inclusion of graffiti education in Council's graffiti management strategy either through a consultant/structured program or through Council's Young Citizen's Program.

A graffiti management strategy may be developed in conjunction with the policy review scheduled for 16 March 2008.

RELATIONSHIP TO CORPORATE PLAN

The recommendation primarily supports Council's strategic priority to Build safe, strong and self reliant communities with access to community services, infrastructure and opportunities for participation in community life.

FINANCIAL IMPLICATIONS

Current Budgets

The Community and Social Planning budget available for graffiti management is \$10,000 through the Graffiti Solutions budget. A portion of these funds are planned to be used for the delivery of the Traffic Signal Box project in 2007/08.

Facilities Services Unit has an annual budget of \$30,000 for graffiti removal and to date \$21,450 has been spent on removing graffiti from toilet blocks and other Council buildings.

Redland Water and Waste and Operations and Maintenance do not have a dedicated graffiti removal budget so it is difficult to ascertain the exact costs of graffiti removal. Roads and Drainage have an annual budget of \$1000 for contractor costs for graffiti removal and to date \$937 has been spent. Additional graffiti is removed through the general operational budget. Parks and Conservation do not have a budget specific to graffiti removal by contractors, but it has been estimated that at least \$15,000 is spent per year on removal of graffiti from Parks and Conservation assets.

Future Costs and Removal Partnerships

The Traffic Signal Box project will cost approximately \$15,000 which will be funded through the Graffiti Solutions budget and additional Councillors' Community Benefit Funds. Some of the options listed in the attached table would incur significant costs. Contractors have quoted Council \$50,000 for the initial program set-up and delivery of a graffiti education program. There would be an ongoing cost of \$45,000 for subsequent years. Partnerships with service clubs and local hardware sponsors would also incur some cost to Council. Any of these or other graffiti projects will need to be included in the standard budget processes.

PLANNING SCHEME IMPLICATIONS

The Land Use Planning Group was consulted and it is considered that the outcome of recommendations in this report will not require any amendments to the Redlands Planning Scheme.

CONSULTATION

The following have been consulted:

- Facilities Services Unit;
- Operations and Maintenance;
- Redland Water and Waste;
- Senior Advisor Cultural Services; and
- Youth Development Officer.

Discussions have also taken place with various Councillors and the Redland Community Safety Committee.

OFFICER'S RECOMMENDATION

That Council resolve as follows:

1. To note the report on this matter for planning purposes; and
2. That further research be undertaken as part of the 16 March 2008 policy review.

COMMITTEE DISCUSSION

It was agreed to amend report recommendation number 3 as follows:

- to include 'community properties' in addition to private and commercial properties; and
- that the word 'community' be included before the word 'partnership' on the first line.

COMMITTEE RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr Murray

Seconded by: Cr Bowler

That Council resolve as follows:

1. To note the report on this matter for planning purposes;
2. That further research be undertaken as part of the 16 March 2008 policy review; and
3. That 'community' properties be added to private and commercial properties and the word 'community' be included before the word 'partnership' in the report recommendation 3; to read as follows:

"The investigation of community partnership options for the removal of graffiti from private, community and commercial properties, particularly those that have been previously raised as future considerations".

CARRIED

10.3.7 SAFER BY DESIGN PLANNING SCHEME POLICY

Dataworks Filename: CS Crime Prevention through Environmental Design

Attachments: [Safer by Design Planning Scheme Policy](#)
[Safer by Design Checklist](#)

Responsible Officer Name: Roberta Bonnin
Manager Community and Social Planning

Author Name: Lina Galatola
Community Safety Officer

EXECUTIVE SUMMARY

Crime Prevention through Environmental Design (CPTED) principles are fundamental to the safety and security of public and private spaces. The Safer by Design Planning Scheme Policy, as attached, is proposed for public notification to be included in the Redlands Planning Scheme. The policy will raise awareness of CPTED principles in the design, construction and assessment phases of development.

The proposed policy is based on up-to-date national and international best practice in CPTED and is in line with the draft Queensland Government CPTED Guidelines.

It is recommended that Council propose to make Planning Scheme Policy 16 - Safer by Design for the purposes of public notification.

PURPOSE

To resolve to propose to make Planning Scheme Policy 16 - Safer by Design for the purpose of public notification in accordance with the *Integrated Planning Act 1997*, Schedule 3 – ‘Process for making or amending planning scheme policies’.

BACKGROUND

In June 2006, Council committed to safe design through adopting the Community Safety Policy stating “*Council is committed to enhancing the safe design of public spaces (by) design(ing) public spaces which meet the needs of all individuals and groups, improv(ing) the safety of existing public areas and facilities, (and) ensur(ing) that Crime Prevention Through Environmental Design (CPTED) is incorporated into the design of new public spaces to maximise community access and use*”.

The Redlands Planning Scheme contains references to CPTED/safe design in various Zone and Use Codes but it does not provide sufficient guidance for Council staff and/or developers in the principles and applications of CPTED. Adopting the proposed Planning Scheme Policy will formalise Council’s commitment to including safe design principles in all future development and re-development works.

ISSUES

What is Safer by Design or CPTED?

Crime Prevention through Environmental Design (CPTED) is the “...*application of a range of design initiatives and principles to a...location...to minimise the potential for that site to facilitate and support criminal behaviour. CPTED is based on the premise that proper design and effective use of the physical environment can produce behavioural effects that will reduce the incidence and fear of crime thereby improving quality of life*” (Crowe, 1991).

CPTED principles help to reduce opportunities for crime by encouraging legitimate use of the area and making detection of offenders easier.

The primary objectives of safe design are to:

- Support desired behaviours and use of the space
- Enhance the intended functionality of the space
- Reduce undesirable behaviours
- Place potential offenders at a disadvantage

CPTED is only one crime prevention tool but is recognised as an effective way of improving community safety proactively or in response to concerns in a given location. Safe design principles are effective in preventing theft, assault, break and enter and a range of other opportunistic offences as it is based upon the premise that offenders make rational choices about their targets (Cornish & Clarke, 1986).

The built environment can be altered to affect behaviour but this does not necessarily create a sense of ‘community’. Community safety and CPTED should be integrated because strong social interactions are necessary for safe design to enhance overall safety (Bassard, 2003).

Local Government and Safe Design

CPTED can heavily influence the way Councils design, plan, assess, develop and manage public space.

The Local Government Association of Queensland Policy Statement (September 2004) states that to achieve community safety outcomes, “*Local Government will consider community safety issues and concerns as part of the planning process*”. CPTED is best incorporated at the planning stage of any development to achieve optimal community safety outcomes.

Redland Shire Council can play a key role in promoting and implementing safe design principles through the:

- Identification of community outcomes
- Initiation of works in public areas and associated community consultation
- Management of public places and assets

- Leading partnerships with other levels of government and community groups

Application of the Policy

The proposed Safer by Design Planning Scheme Policy will guide relevant Council officers in their assessment of development applications. It can also be used by areas of Council involved in design, development, re-development and management of public spaces.

A training package will be developed and delivered to relevant Council staff to familiarise them with the Planning Scheme Policy and promote the use of checklists to assist in the planning and management of public space and the assessment of development applications (a sample checklist is attached). Staff will be trained in conducting safety audits in the early stages of public works to reduce the need to reactively implement CPTED. Training will raise awareness across departments about safe design and its application.

The training package will also be available to members of the community including residents, designers, developers, community organisations and builders. This will help to raise awareness about the principles and application of safe design.

RELATIONSHIP TO CORPORATE PLAN

The recommendation primarily supports Council's strategic priority to build safe, strong and self reliant communities with access to community services, infrastructure and opportunities for participation in community life.

FINANCIAL IMPLICATIONS

There are no immediate costs associated with the adoption of the proposed Safer by Design Planning Scheme Policy but the policy supports a range of community safety projects (such as toilet block upgrades and the installation of lighting) which may have financial implications for Council. As projects are identified, they will be submitted for consideration during the normal budgetary processes.

Funding for Council-led CPTED projects is also available through the State Government's Security Improvement Program and Crime Prevention grants. Over the last three (3) years, Council has been successful in obtaining \$237,332 in external funding for projects that are CPTED-focused. External funding will continue to be sought to enhance Council's application of CPTED throughout the Shire.

Council funding of \$4,000 has been secured for the production of a training resource, which will include an online (and CD Rom) training tool and information brochure for both staff and developers, and the training of relevant Council staff.

PLANNING SCHEME IMPLICATIONS

The Land Use Planning Group was consulted and it is considered that the outcome of recommendations in this report will result in possible amendments to the Redlands Planning Scheme, such as the inclusion of the proposed Safer by Design Planning Scheme Policy. It does not affect the scheme's intent and overall outcomes.

CONSULTATION

Consultation has occurred with a number of stakeholders including:

Internal

- Land Use Planning Group
- Development Assessment
- Environmental Management
- Parks and Conservation
- Corporate Communications
- Customer Service
- Infrastructure Planning Group

External

- Queensland Police Service
- Other local Councils such as Logan City Council, Brisbane City Council, Cairns City Council
- Other national and international government agencies that have produced CPTED guidelines and policies

Public consultation is now required via notification in accordance with the *Integrated Planning Act 1997* – Schedule 3 – Process for making or amending planning scheme policies pending amendments to the documents.

OPTIONS

PREFERRED

That Council resolve to propose to make Planning Scheme Policy 16 - Safer by Design, for the purposes of public notification in accordance with the *Integrated Planning Act 1997* – Schedule 3 – Process for making or amending planning scheme policies.

ALTERNATIVE

That Council resolve not to propose to make Planning Scheme Policy 16 - Safer by Design and request that further research be undertaken.

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

Moved by: Cr Henry
Seconded by: Cr Elliott

That Council resolve to propose to make Planning Scheme Policy 16 - Safer by Design, and that public notification be undertaken in accordance with the *Integrated Planning Act 1997* – Schedule 3 Process for making or amending planning scheme policies.

CARRIED

10.4 TENDERS FOR CONSIDERATION

The meeting was closed to the public under Section 463(1)(h) of the *Local Government Act 1993* to discuss item 10.4.1 *Translink Bus Shelter Proposals* and 10.4.2 *Cleveland CBD Revitalisation Project (EOI'S)*.

The meeting was again opened to the public.

10.4.1 TRANSLINK BUS SHELTER PROPOSALS

Datworks Filename: RTT Bus Shelters/Stops
Attachments: [Attachment - Photos of Shelters](#)
Responsible Officer Name: David Elliott
Manager Infrastructure Planning Group
Author Name: Crawford Connell
Transport Planning Officer

EXECUTIVE SUMMARY

TransLink has identified a number of bus shelters along the major public transport corridors within the Shire and is willing to fund new shelters as part of progressively developing a uniform public transport image throughout the whole of SEQ. TransLink has a revenue stream available that encourages Councils in SEQ to utilise a 50% subsidy for the installation of new TransLink designed bus shelters.

Council officers invited both TransLink accredited suppliers/manufacturers ADSHEL and CDC/ABSee to submit proposals with a zero contribution by Council option and a 50% cost to Council option to establish the best financial outcome.

Due to the new shelters having an advertising component associated with them, Council has the opportunity to outsource advertising and receive financial returns from external agencies. If the ADSHEL proposal is accepted with Council contributing 50% funding, the new bus stop infrastructure will be able to generate more advertising revenue than the current advertising scheme and the 81 replacement shelters will provide a positive rate of return (in excess of the initial financial commitment) by 1st Quarter of the 4th year including installing the shelters over the first 2 years.

The ADSHEL proposal where Council contributes half of the cost of infrastructure provides the most favourable rate of return, with a projected net positive cash flow of \$7,433,028 over the 15 year contract period.

Council can continue the current bus shelter advertising program on all of the remaining RSC shelters with no change.

PURPOSE

The purpose of the report is to present Council with the options available to utilise the TransLink SASIIG subsidy for the installation of a number of new TransLink specification bus shelters. Specifically:

- Present the available options;
- Seek agreement to enter a long term contract with the preferred supplier;
- Seek agreement on the funding of the preferred option.

BACKGROUND

New TransLink Shelters:

As part of TransLink's aim toward a seamless public transport system for South East Queensland, successful initiatives such as integrated ticketing are being followed up with agendas like the current SASIIG (Station and Stop Infrastructure Improvement Grant) initiative, which is seeking to ensure that the image of public transport infrastructure along major routes is the same throughout the region. See attachment 1 for a photo of a typical style TransLink design bus shelter.

TransLink has identified 81 sites on the major public transport routes for the installation of the new bus shelters and is prepared to fund 50% of the supply and installation cost.

TransLink are currently offering a 50% subsidy to Council to upgrade a number of bus shelters to the TransLink specification, thus entitling Council to as much as \$807,000.

Each TransLink shelter has an advertising panel, to be utilised by the successful shelter for revenue purposes with a proportion to be returned to Council.

RSC Current Bus Shelter Arrangement:

Currently RSC has around 280 bus shelters within the Shire, many of which are generating advertising revenue. All shelters including advertising are currently managed by the Operations and Maintenance (O&M) Group of Council. The new arrangement would mean that O&M would still be responsible for the maintenance and cleaning of the remaining non-advertising bus shelters within the Shire (currently being undertaken by a contractor).

Council's 2006/07 net revenue from bus shelters is budgeted at approximately \$143,000 (\$270,000 advertising less \$127,000 administration, cleaning and maintenance costs).

ISSUES

Council officers invited proposals from both TransLink accredited suppliers/advertising agencies ADSHEL and ABSee to submit proposals with a zero contribution by Council option and a 50% cost to Council option to establish the best financial outcome.

All ADSHEL and CDC/ABSee options include the following:

- Supply and installation of shelters to Disability Discrimination Act (DDA) compliant standards;
- Weekly routine cleaning and maintenance;
- Very short response time to graffiti, vandalism and glass breakage. This is a considerably higher level of service than is currently in place for Council shelters. Both offer a hotline for anyone to report issues with the shelters;
- Illuminated advertising panels, providing additional lighting for bus patrons, potential reduced incidence of wilful damage and electricity charges being paid for by the advertising agency;
- Installation of conduits to facilitate future link up of shelters to 'real time' information as part of Intelligent Transport Network to be rolled out TransLink;
- Arrangements for long term local advertisers to have their current advertising arrangements honoured and to have viable opportunities for future exposure;
- Monetary return from zero and 50% Council funded options.

Discussion on Proposals:

ADSHEL is a national provider of bus shelters with advertising panels. In Queensland to date they have entered into contracts with Brisbane, Cairns, Redcliffe and Townsville Councils.

CDC/ABSee is a union of two companies, CDC Group is the bus shelter supplier/manufacturer and ABSee is advertising agency with experience predominantly in large format billboards.

Benefits of the ADSHEL proposal over that of CDC/ABSee:

- Significantly greater returns on investment
- Shelter rollout time can be 6 months, compared to 2 years by CDC/ABSee'
- A 15 year contract period compared to 20 years proposed by CDC/ABSee, providing greater flexibility and future revenue prospects beyond 15 years'
- Council can continue current advertising arrangements with all remaining bus shelters or ADSHEL can run the program on RSC's behalf.

The 'Do Nothing' option, while financially sustainable, will not achieve TransLink's objective of providing a unified image for public transport infrastructure along its major corridors in SEQ.

A minimum revenue of \$2,100 per shelter per annum (total over 15 years \$3,406,012) is guaranteed under the contract to Council under the preferred option.

The ADSHEL proposals are considered on balance to be superior to the proposals of CDC/ABSee, particularly from a financial perspective.

The best return on investment is the preferred option in which the Council contributes 50% of the capital cost. This option would generate an estimated accumulated net cash inflow to Council of \$7,433,028 over 15 years.

Uncertainty with Amount and Timing of TransLink Funding

All options that have been made available to Council at this stage have included the assumption that funding money from TransLink will be fully available and paid in full in 1 year. There is a possibility that the money may only be available over 2 financial years which may better suit Council's ability to fund the whole capital amount.

The submission to TransLink has been made for this money for the next financial year; however the availability of this money will be unknown until the new financial year.

In submitting the program to TransLink required by 30 April 2007 it was clearly indicated that it was subject to the outcome of this report to Council.

RELATIONSHIP TO CORPORATE PLAN

The recommendation primarily supports Council's strategic priority to provide and maintain water, waste services, roads, drainage and support the provision of transport and waterways infrastructure.

FINANCIAL IMPLICATIONS

\$50,000 of Council funds have been allocated in each of the draft 2007/08 and 2008/09 SASIIG budgets for bus shelters.

The Capital shortfall to fund the installation of bus shelters is \$707,000 (\$807,000 – \$100,000). It is proposed that Council fund the remaining capital costs over 2 financial years at \$353,500 each year for 2007/08 and 2008/09 budgets.

The capital funding shortfall will be offset by some operating revenue streams.

The net shortfall in 2007/08 is estimated at \$267,208 to be funded at Quarter 2 budget review.

PLANNING SCHEME IMPLICATIONS

The Land Use Planning Group was consulted and it is considered that the outcome of recommendations in this report will not require any amendments to the Redlands Planning Scheme.

CONSULTATION

These proposals have been discussed with both technical officers and managers from the relevant Council areas. This includes Infrastructure Planning and Operations and Maintenance (Roads and Drainage Services).

The officers responsible for the management of the current bus stop infrastructure and shelter advertising support the recommendations outlined in this report.

Planning and Policy Finance Officer provided assistance with the financial modelling.

The consultation process will continue ensuring Councils' legal team is involved in vetting any agreement to be entered into.

OPTIONS

PREFERRED

That Council resolve as follows:

1. To accept Option 1 as submitted by ADSHEL subject to budget review and enter into an agreement with ADSHEL containing the principal matters raised in this report for the supply, installation and maintenance over a 15 year period for new TransLink bus shelters along major public transport routes;
2. To fund the shortfall in capital estimated to be \$707,000 (\$353,500 each year), over the 2007/08 and 2008/09 budgets, subject to TransLink funding their 50% share of the cost.
3. To delegate authority to the Chief Executive Officer to sign the agreement with ADSHEL for the supply, installation and maintenance of the new bus shelters.

ALTERNATIVE

That Council resolve as follows:

1. To accept Option 2 submitted by ADSHEL and enter into an agreement with ADSHEL whereby there is no capital cost incurred by Council for the supply, installation and maintenance over a 15 year period for new TransLink bus shelters along major public transport routes.;
2. To delegate authority to the Chief Executive Officer to sign the agreement with ADSHEL for the supply, installation and maintenance of the new bus shelters.

OFFICER'S RECOMMENDATION

That Council resolve as follows:

1. To accept Option 1 as submitted by ADSHEL subject to budget review and enter into an agreement with ADSHEL containing the principal matters raised in this report for the supply, installation and maintenance over a 15 year period for new TransLink bus shelters along major public transport routes;
2. To fund the shortfall in capital estimated to be \$707,000 (\$353,500 each year), over the 2007/08 and 2008/09 budgets, subject to TransLink funding their 50% share of the cost; and
3. To delegate authority to the Chief Executive Officer to sign the agreement with ADSHEL for the supply, installation and maintenance of the new bus shelters.

COMMITTEE RECOMMENDATION

That the Officer's Recommendation, in the confidential report relating to this matter from Manager Infrastructure Planning dated 3 May 2007, be adopted with an amendment to recommendation 2 to include the words 'and subject to agreements being finalised'.

COUNCIL RESOLUTION

Moved by: Cr Dowling
Seconded by: Cr Williams

That Council resolve as follows:

1. **To accept Option 1 as submitted by ADSHEL subject to budget review and enter into an agreement with ADSHEL containing the principal matters raised in this report for the supply, installation and maintenance over a 15 year period for new TransLink bus shelters along major public transport routes;**
2. **To fund the shortfall in capital estimated to be \$707,000 (\$353,500 each year), over the 2007/08 and 2008/09 budgets, subject to TransLink funding their 50% share of the cost and subject to agreements being finalised; and**
3. **To delegate authority to the Chief Executive Officer to sign the agreement with ADSHEL for the supply, installation and maintenance of the new bus shelters.**

CARRIED

10.4.2 CLEVELAND CBD REVITALISATION PROJECT (EOI'S)

Dataworks Filename: LUP Cleveland Major Centre Zone
Redevelopment
LUP Projects – Cleveland CBD Project

Responsible Officer Name: Greg Underwood
General Manager Planning and Policy

Author Name: Greg Underwood
General Manager Planning and Policy

EXECUTIVE SUMMARY

Twelve (12) Submissions were received in response to Council's request for Expressions of Interest (EOI) for the Revitalisation of the Cleveland CBD.

The submissions were assessed in detail by Council's Steering Committee (Chief Executive Officer, General Manager Planning and Policy and Manager Land Use Planning Group) in conjunction with Consultants - Ernst & Young.

The assessment has resulted in the following short-listed offers:

- Stockland – Option Two;
- Watpac Developments Pty Ltd;
- Cannon Hill Developments (Juxgold);
- Honeycombes Property Group.

The above short-listed offers represented the better responses to the basic requirements of Council's EOI documentation; however the Steering Committee is concerned in general in relation to all of these offers and the lack of demonstrated vision, community value, and financial return offered in return for Council owned lands.

Based on the detailed analysis by Council's Consultants and a strategic assessment of the desired outcomes, it is considered that sufficient benefit to the community has not been demonstrated by any of these offers and therefore the EOI/Tender process should be terminated.

PURPOSE

For Council to consider and decide if it wishes to proceed with the calling of tenders from the submitters short-listed by the Steering Committee.

BACKGROUND

Council has previously (at the General Meeting of 1 November 2006) decided to call Expressions of Interest (EOI) for the Revitalisation of the Cleveland CBD. The aims of the revitalisation project are broadly to:

- Make Council owned lands available for development opportunities within the CBD;
- Achieve an increase in public car-parking spaces in an efficient and cost effective manner;
- Rationalise and renew the Council administration offices with a view to optimising land values and potential high value development;
- Improve the overall economy and activity within the CBD.

ISSUES

EOI's closed on the Friday, 16 March 2007 at 4.00 p.m. Twelve (12) Submissions were received, of which eleven (11) were regarded as valid and one considered to be non-conforming.

Whilst the four (4) short-listed submissions addressed Council's basic criteria in relation to car-parking provision, office space replacement, and optimising some of the possible land uses they did not substantially deal with the following strategic issues:

- Financial benefits for Council were not demonstrated or optimised and tended to maximise the submitters' commercial returns only;
- Council's intent for the developer to demonstrate an overall vision of CBD revitalisation including a reasonable level of connectivity and master-planning was not achieved;
- Value adding to Council lands with possible adjoining commercial properties was only demonstrated to a limited extent.

It was considered that making available all Council CBD lands available for inclusion in the development was thought to provide the best opportunity for community return. The submissions do not reflect any major benefit in this respect and in fact tend to reinforce a position that Council would be best looking to deal with individual parcels, particularly where a major development has potential on adjoining lands.

Additionally, should Council determine to terminate the current EOI/Tender process, it may choose to investigate further the master-planning of the Cleveland CBD precinct.

RELATIONSHIP TO CORPORATE PLAN

This initiative supports Council's Strategic Priority – Enhance employment participation and the community's standard of living through encouraging economic development opportunities.

FINANCIAL IMPLICATIONS

Until such time as Council develops and tenders the final CBD Revitalisation Proposal, a final financial outcome cannot be determined.

PLANNING SCHEME IMPLICATIONS

The Land Use Planning Group was consulted and it is considered that the outcome of recommendations in this report will not require any amendments to the Redlands Planning Scheme.

CONSULTATION

The EOI process is itself confidential, however, Council's intentions for the Cleveland CBD revitalisation have been broadly conveyed to the media and public in general through both a local and national media campaign.

A Steering Committee comprising the Chief Executive Officer, General Manager Planning and Policy and Manager Land Use Planning Group are the managing team for this project.

OPTIONS

PREFERRED

That Council terminate the current Cleveland CBD EOI/Tender Process as the EOI submissions do not demonstrate sufficient community benefit including financial return from Council owned lands.

ALTERNATIVE

That Council call Tenders from the shortlisted submissions as follows:

- Stockland – Option Two;
- Watpac Developments Pty Ltd.;
- Cannon Hill Developments (Juxgold);
- Honeycombes Property Group.

**OFFICER'S RECOMMENDATION/
COUNCIL RESOLUTION**

Moved by: Cr Elliott
Seconded by: Cr Ogilvie

That Council resolve to terminate the current Cleveland CBD EOI/Tender Process as the EOI submissions do not demonstrate sufficient community benefit, including financial return from Council owned lands.

CARRIED

MEETING CLOSURE

The Chair declared the meeting closed at 12.48 pm.

11 REDLAND WATER AND WASTE COMMITTEE 23/05/07 - RECEIPT AND ADOPTION OF REPORT

Moved by: Cr Barker
Seconded by: Cr Dowling

That the following Redland Water and Waste Committee Report of 23 May 2007 be received.

CARRIED

DECLARATION OF OPENING

The Chair, Cr Barker, declared the meeting open at 9.00am.

RECORD OF ATTENDANCE AND LEAVE OF ABSENCE

Present:

Members

Cr A G Barker	Chair and Councillor Division 1
Cr D H Seccombe	Mayor
Cr C B Ogilvie	Councillor Division 2 – entered at 9.02am
Cr D A Henry	Councillor Division 3
Cr P J Dowling	Deputy Mayor and Councillor Division 4
Cr T Bowler	Councillor Division 6 – entered at 9.02am
Cr M A Elliott	Councillor Division 7
Cr A R Beard	Councillor Division 8
Cr K M Williams	Councillor Division 9
Cr H J Murray	Councillor Division 10

Committee Manager

Mr J Pruss General Manager Redland Water & Waste

Officers

Mr T Kasper	Manager Technical Support
Ms E Bray	Manager Customer Service and Business Performance
Mr B Taylor	Manager Treatment Operations
Mr S Cantrill	Operations Supervisor - Waste Management

Minutes

Mrs T Dunn Corporate Meetings & Registers Team Leader

Leave of Absence:

Leave of absence from the Committee meeting was approved for Cr Burns.

[Cr Elliott left the meeting at 10.02am, during discussion in closed session].

PUBLIC PARTICIPATION AT MEETING

Nil.

DECLARATION OF INTEREST

Nil.

MOTION TO ALTER THE ORDER OF BUSINESS

Nil.

11.1 REPORTS FROM REDLAND WATER AND WASTE**11.1.1 REDLAND WATER & WASTE COUNCIL BUSINESS UNIT REPORT -
APRIL 2007**

Datworks Filename: WW Redland Water & Waste Committee
WM Redland Water & Waste Committee
WS Redland Water & Waste Committee

Attachments: [Business Unit Report - April 2007](#)
[Appendix A – Additional Water Quality Indicators](#)
[Appendix B – Wastewater Treatment Plants](#)
[Supplementary Performance Information](#)

Responsible Officer Name: Jim Pruss
General Manager Redland Water & Waste

Author Name: Jim Pruss
General Manager Redland Water & Waste

EXECUTIVE SUMMARY

The Redland Water & Waste (RWW) Council business unit report is presented to Council for noting. The report provides the business unit's performance for the month of April 2007 and covers financial and non-financial indicators for water, wastewater and waste.

It is expected that, most of the time the report findings will be "business as usual". Where exceptions occur, these will be highlighted.

The report provides a regular opportunity for Council to consider the performance of RWW and to respond to any exceptional reporting.

Council is provided with the option to accept the report or, accept it and request additional information or a review of performance.

PURPOSE

To report on the ongoing performance of the business unit against key performance indicators (KPIs).

BACKGROUND

RWW's performance plan identifies KPIs for which performance targets have been agreed with Council. Reporting is done each month through the RWW Committee.

ISSUES

The report is provided to Council as a means of monitoring the performance of RWW for the activities of water, wastewater and waste.

The first part of the report comprises a “snapshot” of the business unit’s achievement in meeting KPIs (year-to-date) and financial report card.

The report then provides specific financial report and commentary, capital expenditure (graphically) and a detailed customer overview.

The main body of the report focuses on actual levels of achievement against the KPIs for the month. Where exceptions have occurred and targets not met, an explanation is given as well as action taken to improve performance.

The report closes with a summary of the major issues for each group during the month.

RELATIONSHIP TO CORPORATE PLAN

The recommendation primarily supports Council's strategic priority to provide and maintain water, wastewater and waste services to sustain our community.

Providing this report also supports the organisational leadership goal of good governance by providing accountability of RWW’s performance in a way that is open to the public.

FINANCIAL IMPLICATIONS

There are no direct financial implications resulting from this report. Financial implications may result where Council requests a performance review or requests an increase in performance standards.

CONSULTATION

Consultation has occurred with:

- Manager Customer Service & Business Performance, RWW;
- Manager Treatment Operations, RWW;
- Manager Technical Support, RWW; and
- Senior Advisor, Financial Management, RWW.

OPTIONS

PREFERRED

That Council resolve to accept the Redland Water & Waste Council Business Unit Report for April 2007, as presented in the attachment.

ALTERNATIVE

That Council accepts the report and requests additional information or a review of performance.

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

Moved by: Cr Barker

Seconded by: Cr Elliott

That Council resolve to accept the Redland Water & Waste Council Business Unit Report for April 2007, as presented in the attachment.

CARRIED

11.2 TENDERS FOR CONSIDERATION

The meeting was closed to the public under section 463(1)(h) of the *Local Government Act 1993* to discuss reports on Tender No 1139-2007 and Tender No RWW-0029.

The meeting was again opened to the public.

11.2.1 TENDER NO 1139-2007-RWW PROVISION OF WATER METER READING CONTRACT

Datworks Filename: WS Water Meter Reading Contract 2007
Responsible Officer Name: Eleanor Bray
Manager Customer Service & Business Performance
Author Name: Kevin McGuire
Service Manager Water Reticulation

EXECUTIVE SUMMARY

On 30 March 2007, Council advertised in the *Courier-Mail* inviting tenders for the Provision of Water Meter Reading Contract. This was initiated as the current contract is due to expire on 30 June 2007 and Council requires an ongoing contract for this activity.

The tender comprised 2 options for the delivery of the required service, and tenderers were invited to make offers in full for either Option 1 or Option 2 or both. No part offers for either option were permitted.

Thirteen copies of the tender documents were requested and 2 offers were received. Both offers were for delivery under Option 1 of the tender. No offers were received for delivery under Option 2.

This report presents the evaluations for the individual schedules of tenders received and the tenders considered to be the most advantageous to Council are recommended under sections 481, 483, 484 and 490 of the *Local Government Act* relating to tendering, and the principles governing the making of contracts.

PURPOSE

To seek Council approval of the officer's recommendation to appoint Kerry Clarke as the preferred supplier for the provision of water meter reading, for a period of 2 years from 1 August 2007 to 31 July 2009 with the option to extend for a further 3 periods each of 12 months for a maximum possible contract period of 5 years.

BACKGROUND

Tenderers were advised that the Council's objective in evaluating tenders is to secure the most advantageous offer and best value for money for Council, and not necessarily the lowest price.

The tender was evaluated using the following criteria:

TENDER EVALUATION CRITERIA – OPTION 1		
Mandatory criteria	Reference to tender deliverable attachment in section B	
Form of tender	Tender deliverable attachment - A.	
Corporate and financial information	Tender deliverable attachment - C	
Insurances	Tender deliverable attachment - D	
Other criteria	Reference to tender deliverable attachment in section B	Evaluation weighting
Statement of non-compliance	Tender deliverable attachment - B	
Referee reports	Tender deliverable attachment – E	10%
Delivery capacity	Tender deliverable attachment – F	35%
Additional service	Tender deliverable attachment – G	15%
Meter reading equipment	Tender deliverable attachment – H	15%
Staff and sub-contractors	Tender deliverable attachment – I	15%
Documentation	Tender deliverable attachment - J	10%
Pricing schedule	Tender deliverable attachment - K	

Those areas without an evaluation weighting were assessed as either acceptable or not acceptable to Council.

The tendered price and financial schedule were evaluated separately with the pricing differential applied to the final evaluation criteria percentile.

ISSUES

Clarification was sought from all suppliers ranging from pricing formula, product samples, and compliance to Council's standard conditions of contract.

RELATIONSHIP TO CORPORATE PLAN

The recommendation primarily supports Council's strategic priority to ensure the long-term financial viability of the Shire and provide public accountability in financial management.

FINANCIAL IMPLICATIONS

The recommendation primarily supports Council's strategic priority to ensure the long-term financial viability of the Shire and provide public accountability in financial management.

Funding has been allocated in the 2007/08 budget within Redland Water & Waste (RWW) for the delivery of water meter reading across the Shire.

The estimated value for the provision of water meter reading contract is \$283,586.86 in the first 2 years and a total of \$758,138.65 for the maximum possible contract duration.

CONSULTATION

Consultation has occurred with:

- Manager Legal Services
- Supply Services Manager
- Procurement Co-ordinator
- Manager CSBP
- Service Manager Water Reticulation
- Co-ordinator Meter Billing
- Contracts Manager
- Tenders & Contracts Officer
- Commercial Account Manager RWW

OPTIONS

PREFERRED

That Council resolve as follows:

1. To accept the tender and enter into a contract with Kerry Clarke for the Provision of Water Meter Reading for a period of 2 years from 1 August 2007 to 31 July 2009 with the option to extend for a further 3 periods each of 12 months.
2. To delegate to the Chief Executive Officer the authority:
 - a. To make, vary and discharge the contract in accordance with the agreed contract terms for any changes;
 - b. To exercise any further options to extend these contracts as specified in the original contracts;
 - c. To sign all relevant documentation;
 - d. To delegate the contract authority tasks to an appropriate senior Council officer; and
3. That the documents entitled "Summary of Tender Evaluation" and "Schedule of Rates" remain confidential.

ALTERNATIVE

That Council resolve not to award the contract to Kerry Clarke for the Provision of Water Meter Reading Contract and seek new tenders.

OFFICER'S/COMMITTEE RECOMMENDATION

Moved by: Cr Barker

Seconded by: Cr Elliott

That Council resolve as follows:

- 1. To accept the tender and enter into a contract with Kerry Clarke for the Provision of Water Meter Reading for a period of 2 years from 1 August 2007 to 31 July 2009 with the option to extend for a further 3 periods each of 12 months;**
- 2. To delegate to the Chief Executive Officer the authority:**
 - a. To make, vary and discharge the contract in accordance with the agreed contract terms for any changes;**
 - b. To exercise any further options to extend these contracts as specified in the original contracts;**
 - c. To sign all relevant documentation;**
 - d. To delegate the contract authority tasks to an appropriate senior Council officer; and**
- 3. That the documents entitled "Summary of Tender Evaluation" and "Schedule of Rates" remain confidential.**

CARRIED

11.2.2 TENDER NO RWW-0029 - LANDFILL GAS TO ENERGY PLANT AT BIRKDALE LANDFILL EVALUATION REPORT

Datworks Filename: WM - RWW-0029 Construction Operation & Maintenance Landfill Gas Energy Plant

Responsible Officer Name: Troy Kasper
Manager Technical Support

Author Name: Steven Cantrill
Senior Waste Planner

EXECUTIVE SUMMARY

At its General Meeting of 25 August 2004, Council resolved to tender for the provision of a landfill gas (LFG) to energy plant at Birkdale landfill. Based upon the findings of a gas generation evaluation and business model assessment, the preferred method by which to deliver the project was determined to be on the basis of a build, own and operate (BOO) contract with the aim of negotiating a favourable royalty for electricity generation and for Council to retain all rights to carbon credits unless a favourable premium is offered.

Consultants, Parsons Brinckerhoff (PB), were engaged to undertake the tender process on behalf of Council, including development of the tender document, evaluation of submissions and finalising all contract documentation.

Tenders were advertised on 18 March 2006 with submissions closing 10 April 2006. A single tender from Landfill Management Services (LMS) was received.

This report provides details of the tender assessment undertaken by PB, and recommends awarding the contract for the construction, operation and maintenance of an LFG to energy plant to Landfill Management Services Pty Ltd. This process has taken a year of detailed negotiations to resolve.

PURPOSE

This report recommends the acceptance under Section 490 of the *Local Government Act*, of a tender received for the provision of construction, operation and maintenance of an LFG to energy plant. Tenders were called in accordance with Section 484 of the *Local Government Act*.

BACKGROUND

As a result of an earlier report on the feasibility of an LFG to energy plant, Council, at its General Meeting of 25 August 2004, resolved to tender for the installation of an LFG to energy plant at Birkdale landfill under a BOO contract with the aim of negotiating a favourable royalty for electricity sales and retention of all rights to carbon credits unless a favourable premium is offered.

The expectation for the BOO arrangement was that Council would be able to effectively reduce its future capital costs and offset much of the financial risk to the contractor, yet still gain financial benefits in the form of royalty payments and secured rights to all carbon credits.

Consulting Engineers, Parsons Brinckerhoff, were engaged by Redland Water & Waste (RWW) to manage the tendering process and have provided a tender evaluation report titled "Tender Evaluation Report - Construction and Operation of a Landfill Gas to Energy Plant RWW-0029".

ISSUES

LIMITED SUPPLY MARKET

Landfill gas to energy systems are becoming quite common on landfills as a result of tighter environmental controls and marketing opportunities developed as a result of greenhouse gas abatement measures. While this is the case, there remain a limited number of specialist providers within the Australian market capable of designing, building and managing such systems.

Based upon market interest during the tender advertising phase, it was anticipated that up to 3 tender bids could be expected. This, however, was not realised and only a single submission from LMS was received.

In consideration that only a single bid was lodged and therefore a comparison between tenders was not possible, the tender evaluation process was directed to ensure that the tender received had suitably addressed all Council's expectations.

NON-CONFORMANCE ISSUES NOMINATED IN TENDER

The tender submission from LMS identified, in a non-conformance statement, significant variations from the original tender document. At a tender clarification meeting conducted on 26 April 2006, each non-conformance was tabled for discussion in an attempt to identify the reasons and to ensure Council's position in regard to any potential contract was not compromised. Each significant non-conformance issue is detailed below:

1. Royalty payments

The intent of the BOO tender was for Council to obtain a royalty payment from the sale of electricity and any renewable energy certificates (RECs) but to retain rights to any potential carbon credits in exchange for rights to the LFG. This expectation was based upon earlier economic and gas modelling assessments (GHD Report 2004) that identified the potential for a gas to energy plant at Birkdale landfill was economically viable (without dependence upon carbon credit sales) when efficient power generating equipment is utilised. It was further considered that any future carbon trading market had the potential to significantly improve the value of any landfill gas project.

Notwithstanding the report findings, the tender document identified the potential for Council to 'free up' carbon credits in favour of the tenderer, conditional upon a favourable royalty being offered to Council.

The Royalty Payment offered in the LMS tender is conditional upon all revenue rights (including carbon credits) being transferred to the contractor. Advice from LMS during a tender clarification meeting states that the project is not economically viable without access to carbon credits. This claim has been supported by Parsons Brinckerhoff as part of the tender assessment.

Specific issues related to the potential financial impacts for Council are identified within the financial implications section of this report.

2. Conditions of contract

In their non-conformance statement, LMS indicated they have a preferred model contract best suited to LFG to energy systems delivered under a BOO arrangement and offered an alternate contract as part of their tender. A review of their document indicated an increased risk exposure for Council (in comparison to the tender documents). Further negotiations between the tenderer and Council has led to the development of an alternate contract between the parties to incorporate the requirements of the contractor and limiting Council's risk exposure. During the development of these modified terms of contract, an external legal review was undertaken to ensure Council's interests were maintained.

While a significant effort has gone into these contract negotiations to reduce Council's residual risk, there still remain the following issues:

- Council could face a financial risk should it terminate the contract, either by its own default or by its option, if termination occurs before the tenth anniversary of the commencement date. Should this occur, Council will be obliged to pay an agreed market value for the gas extraction infrastructure installed by the contractor. Council can reduce its exposure to this risk by ensuring it fulfils its obligations under the contract and therefore not be a "defaulting party" and by not terminating the contract within the first 10 years of the commencement date. Consideration has been given to the conditions under which Council may default and there is considered minimal risk and therefore limited exposure.
- Another key risk is Council's inability to specify design requirements. While the contract specifies performance standards to be met, the tenderer is not willing to permit independent scrutiny of their design and consequently Council will rely purely on the tenderer's capability to design and install a suitable gas management system. While this is not a preferred position for Council, consideration needs to be given to the tenderer's previous track record in designing and installing LFG systems which puts them at the forefront of LFG technology within the Australian market.

- As the tenderer is funding all works associated with this contract, they have insisted upon the right to terminate the contract if the project, in their opinion, becomes uneconomic. While this may appear an easy escape clause, termination by the tenderer will not see Council obliged to pay for infrastructure or works undertaken on the gas management system at that time, so in effect, would potentially leave Council with an operational LFG extraction and flaring system at no cost.

3. Long term occupation of the Birkdale site

Landfill operations at the Birkdale site will likely cease during 2010, however LFG production will continue for at least another 20 years. As a result of this gas generation potential, the BOO contract has been offered over a fixed 15-year period with options for further extensions up to a total contract period of 25 years. Under the agreed conditions of contract and advice from the Department of Natural Resources & Water (DNRW), Council is required to enter into a trustee lease with the contractor for an area of the Birkdale landfill upon which they will construct and operate the gas utilisation facility (GUF). The contractor will also require a licence to access other areas of the landfill site outside the area identified within any trustee lease. This lease and licence will not restrict Council's ability to rehabilitate the actual landfill site and develop it for its determined post-closure end use. There will, however, be aboveground infrastructure that will remain on the site.

4. Tripartite agreement

The Birkdale landfilling operations are provided under a separate contract by Subloos Pty Ltd (Subloo). Given the anticipated high level of interaction and potential for conflicting needs between the landfill operations and LFG contractors, a tripartite agreement between all 3 parties (Redland Shire Council [RSC], Subloo and LMS) has been developed to define the roles and responsibilities of the 3 signatories to manage the risks associated with individual contractors sharing the site and to recognise the interests of all 3 parties to the agreement. In effect, the finalised tripartite agreement forms part of and links the 2 individual contracts.

5. Condition precedent

To reduce Council's risk in regard to default under the contract, the following condition precedent has been included within the contract document:

- There must be an approved trustee lease to use the GUF site for the installation and operation of the GUF for the term at a rental cost of \$1.00.
- Written confirmation from the Minister responsible for the administration of the *Petroleum Act 1923* or the Minister's department to the effect that the Crown in right of the State of Queensland does not claim an interest in LFG emanating from the landfill site.

RELATIONSHIP TO CORPORATE PLAN

The recommendation primarily supports Council's strategic priority to provide and maintain waste services & support the provision of infrastructure to sustain our community.

FINANCIAL IMPLICATIONS

Council has already invested \$380,000 in the development of Stage 1 of the LFG system and pays approximately \$33,000 per annum in ongoing maintenance management (ownership of the original infrastructure was the preferred option of the Council at the time that work was undertaken). Ideally any commercial LFG arrangement should (at a minimum) provide a return on the investment in ongoing capital, operation and maintenance costs to further develop the LFG field and power station site.

Under this contract, RSC will benefit from royalty payments derived from the sale of electricity, RECs and carbon credits but won't retain rights to the carbon credit. These sales are not likely to occur before the landfill's closure in 2010 when gas production is likely to be at its maximum.

Given that each of these commodities is dependant on the quantity and quality of LFG produced, the efficiency of extraction equipment, gas engines and commodity pricing, it is difficult to forecast any likely royalty payment Council will receive. Further, while RECs and electricity sales exist on an established market, carbon credit trading in Australia exists only on an informal and speculative basis. This situation is likely to remain unchanged unless the Australian government ratifies the Kyoto Protocol or some other international emission trading regime is put into place.

LMS has indicated that with the Royalty Payment and current market pricing, Council could anticipate \$57,000 per annum payment if gas production supports a 500kW or \$115,000 per annum for a 1MW unit. Basic gas modelling has indicated that Birkdale landfill should produce enough gas to run at least a 500kW generator. LMS will also take over maintenance of the existing assets, saving Council a further \$33,000 per annum.

Comparative pricing assessments undertaken as part of the tender assessment indicates the royalty on gross revenue represents approximately 30% net profit. By comparison with other relevant local government arrangements, the royalty offer from LMS appears to offer Council an appropriate financial return. Overall, even though the benefits are relatively small there is little financial risk in entering into this contract and the gas that is current being flared or 'burnt' will be put to better use and create 'green energy' for the grid and reduce the CO₂ emission from the site.

CONSULTATION

RWW has consulted with:

- Doyles Construction Lawyers, Manager Legal Services, Contracts Management Unit and Risk & Liability Unit regarding the conditions of contract and the tendering process;
- Logan City and Maroochy Shire Councils regarding their commercial LFG arrangements and were used to benchmark for the LMS tender;
- Australian Business Research Pty Ltd was engaged to provide a contractor report which indicates LMS has the necessary experience, resources and financial capacity to undertake the contract works.

OPTIONS

PREFERRED

That Council resolve as follows:

1. To accept tender from and enter into a contract with Landfill Management Services Pty Ltd for the provision of construction, operation and maintenance of a landfill gas energy plant at Birkdale (tender RWW-0029);
2. To offer Landfill Management Services a trustee lease, for a period of 15 years, or until termination of contract RWW-0029, whichever occurs first, over part of Lot 140 on SP123388, 555-607 Old Cleveland Road East, Birkdale, identified as the existing landfill gas flare compound;
3. That the Chief Executive Officer be delegated authority to make, vary and discharge the contract; and
4. That the Mayor and Chief Executive Officer be authorised to sign and seal all relevant documentation.

ALTERNATIVE

1. To not accept the tender submitted by Landfill Management Services Pty Ltd, and
2. To re-tender the project with increased media coverage to attract a greater number of tenderers.

OFFICER'S RECOMMENDATION

That Council resolve as follows:

1. To accept the tender from and enter into a contract with Landfill Management Services Pty Ltd for the provision of construction, operation and maintenance of a landfill gas energy plant at Birkdale (tender RWW-0029);
2. To offer Landfill Management Services a trustee lease, for a period of 15 years, or until termination of contract RWW-0029, whichever occurs first, over part of Lot 140 on SP123388, 555-607 Old Cleveland Road East, Birkdale, identified as the existing landfill gas flare compound;

3. That the Chief Executive Officer be delegated authority to make, vary and discharge the contract; and
4. That the Mayor and Chief Executive Officer be authorised to sign and seal all relevant documentation.

COMMITTEE RECOMMENDATION

That Council resolve as follows:

1. To accept the tender from and enter into a contract with Landfill Management Services Pty Ltd for the provision of construction, operation and maintenance of a landfill gas energy plant at Birkdale (tender RWW-0029);
2. To offer Landfill Management Services a trustee lease, for a period of 15 years, or until termination of contract RWW-0029, whichever occurs first, over part of Lot 140 on SP123388, 555-607 Old Cleveland Road East, Birkdale, identified as the existing landfill gas flare compound;
3. That the Chief Executive Officer be delegated authority to make, vary and discharge the contract;
4. That the Mayor and Chief Executive Officer be authorised to sign and seal all relevant documentation; and
5. That the Parsons Brinckerhoff report titled "Tender Evaluation Report Construction, Operation and Maintenance of a Landfill Gas Energy Plant RWW-0029" remain confidential.

PROPOSED MOTION

Moved by: Cr Ogilvie
Seconded by: Cr Williams

That the Committee Recommendation not be adopted and that the alternative option to adopted as follows:

1. That Council not accept the tender submitted by Landfill Management Services Pty Ltd, and
2. That Council to re-tender the project with increased media coverage to attract a greater number of tenderers.

On being put to the vote the motion was LOST.

A division was called for.

Crs Williams and Ogilvie voted in the affirmative.

Crs Murray, Beard, Elliott, Bowler, Dowling, Henry, Barker and Seccombe voted in the negative.

(Cr Burns was absent from the meeting).

The motion was declared by the Mayor as LOST.

COUNCIL RESOLUTION

Moved by: Cr Barker

Seconded by: Cr Elliott

That Council resolve as follows:

1. **To accept the tender from and enter into a contract with Landfill Management Services Pty Ltd for the provision of construction, operation and maintenance of a landfill gas energy plant at Birkdale (tender RWW-0029);**
2. **To offer Landfill Management Services a trustee lease, for a period of 15 years, or until termination of contract RWW-0029, whichever occurs first, over part of Lot 140 on SP123388, 555-607 Old Cleveland Road East, Birkdale, identified as the existing landfill gas flare compound;**
3. **That the Chief Executive Officer be delegated authority to make, vary and discharge the contract;**
4. **That the Mayor and Chief Executive Officer be authorised to sign and seal all relevant documentation; and**
5. **That the Parsons Brinckerhoff report titled “Tender Evaluation Report Construction, Operation and Maintenance of a Landfill Gas Energy Plant RWW-0029” remain confidential.**

CARRIED

A division was called for.

Crs Murray, Beard, Elliott, bowler, Dowling, Henry, Barker and Seccombe voted in the affirmative.

Crs Williams and Ogilvie voted in the negative.

(Cr Burns was absent from the meeting).

The motion was declared by the Mayor as **CARRIED**.

11.3 GENERAL BUSINESS

- Cr Henry asked for advice on greywater systems for household use. The General Manager Redland Water & Waste said that he would investigate this matter by contacting the relevant area of Council and would provide information at a later date.

MEETING CLOSURE

The Chair declared the meeting closed at 10.24am.

12 FINANCE AND CORPORATE MANAGEMENT COMMITTEE 23/05/07 - RECEIPT AND ADOPTION OF REPORT

Moved by: Cr Williams
Seconded by: Cr Barker

That the following Finance and Corporate Management Committee Report of 23 May 2007 be received.

CARRIED

DECLARATION OF OPENING

Cr Williams declared the meeting open at 2.00 pm.

RECORD OF ATTENDANCE AND LEAVE OF ABSENCE

Present:

Members

Cr K M Williams	Chair and Councillor Division 9
Cr D H Seccombe	Mayor
Cr A G Barker	Councillor Division 1
Cr C B Ogilvie	Councillor Division 2
Cr D A Henry	Councillor Division 3
Cr P J Dowling	Deputy Mayor and Councillor Division 4
Cr T Bowler	Councillor Division 6
Cr M A Elliott	Councillor Division 7
Cr A R Beard	Councillor Division 8 - entered at 2.02 pm
Cr H J Murray	Councillor Division 10

Committee Manager

Mr R Turner General Manager Corporate Services

Officers

Mrs S Rankin	Chief Executive Officer
Mr M Goode	General Manager Customer Services
Mrs K Phillips	Manager Financial Services
Mr M Elliott	Property Services Manager

Minutes

Mrs J Thomas Corporate Meetings & Registers Officer

Leave of Absence:

Leave of absence from the Committee meeting was approved for Cr Burns.

[Cr Williams vacated the Chair and left Chambers at 2.30pm (end of item 2.9); Cr Dowling presided; Cr Dowling vacated the Chair at 2.35pm (end of item 3.1); Cr Williams presided; Cr Bowler left the meeting at 2.35pm (end of item 4.1)]

PUBLIC PARTICIPATION AT MEETING

Nil.

DECLARATION OF INTEREST

It was noted that Cr Williams declared a Conflict of Interest in *Item 2.5 - Capalaba District Meals on Wheels Inc. – Renewal of Lease* and remained in Chambers during discussion and decision on this matter; and that Cr Williams declared a Conflict of Interest in *Item 3.1 - Regional Arts Development Fund 2006/7 Round 2 and Cultural Organisations Operating Grants 2007* and left Chambers prior to discussion and decision on this matter.

MOTION TO ALTER THE ORDER OF BUSINESS

Nil

12.1 REPORTS FROM OFFICE OF CEO**12.1.1 CONNECTSEQ PROPOSAL**

Datworks Filename: ED Business Sector Development – Information Technology and Communications

Responsible Officer Name: Susan Rankin
Chief Executive Officer

Author Name: Phil Bucknell
Manager Information Management

EXECUTIVE SUMMARY

ConnectSEQ: Next Generation Broadband is an initiative of the Council of Mayors (SEQ) aimed at providing next generation broadband service to all parts of South East Queensland. It is based on the establishment of a 50+ Mbps optical fibre/wireless network that has the capability of providing data and voice services to business, industry and residents of the region.

PURPOSE

To seek Council's endorsement of the ConnectSEQ proposal and to confirm Council's participation as a shareholder in the project should Federal funding be obtained.

BACKGROUND

Background to this project is provided below based on a comprehensive series of questions and answers taken directly from the Council of Mayors (SEQ) ConnectSEQ Briefing Pack dated 26 October, 2006, sections of which are "commercial in confidence" to protect the competitive advantage of ConnectSEQ.

1. What is the Council of Mayors (SEQ) ConnectSEQ campaign?

ConnectSEQ is the Council of Mayors' (SEQ) campaign to provide next generation broadband services to all parts of South East Queensland. The vision of ConnectSEQ is:

‘to enhance the lifestyle and prosperity of South East Queensland by making it the region of choice for existing and emerging high-value and knowledge-based industries, by fostering and developing a sustainable open access service infrastructure for next generation telecommunications’.

The ConnectSEQ campaign is centred on the following strategic outcomes:

- Establishment of next generation broadband across SEQ in terms of backhaul and customer access networks.
- Coordinated and strategic partnering under open access models in order to bring true sustainable competition in digital content and on-line services to the business, industry and residents of SEQ.

2. What is the strategic framework for ConnectSEQ?

In March 2006, the Council of Mayors (SEQ) identified the need to obtain funding to facilitate the rollout of next generation broadband in all areas of SEQ, as a key objective in the goal of improving the liveability of SEQ communities.

In April 2006, the Council of Mayors (SEQ) endorsed an ICT Strategy for SEQ, with the following vision:

To ensure that business, industry and residents of SEQ have access to globally competitive next generation broadband infrastructure (moving from the current 256KB to 50MB and beyond) to effectively utilise advanced digital content and services in order to create the environment for the next wave of economic growth and prosperity for the region.

3. Do all Councils support ConnectSEQ?

As members of the Council of Mayors (SEQ), all SEQ Mayors, representing their respective council, have endorsed the SEQ ICT Strategy and key decisions relating to ConnectSEQ over the past 12 months. The Mayors also endorsed a request for funding for a ConnectSEQ Project Manager in May 2006 and the establishment of the Campaign Taskforce for ConnectSEQ in June 2006.

All SEQ Councils, with the exception of Logan, Kilcoy and Redcliffe, have provided funding to the Council of Mayors (SEQ) to progress the campaign to obtain funding for ConnectSEQ. These three Councils have since confirmed their participation and that they will be shareholders. A total of \$170,000 has been provided, and Paul Pettigrew, Principal Consultant with Mach Technology, commenced as the ConnectSEQ Project Manager in July 2006 after a competitive tender process. All councils have provided in-principle support for the campaign, regardless of funding.

4. Why does South East Queensland need next generation broadband?

The first generation of telecommunications infrastructure was guided by government, and resulted in a copper-based network delivered nationally in past decades. Deregulation and commercialisation of Telstra has extracted additional value from this national asset, and innovation in services has occurred through service-based competition.

Infrastructure-based competition has developed modestly, with the introduction of incremental technologies such as ADSL2+ and wireless broadband (up to 20Mbps), but largely in major capital cities only. The Higher Bandwidth Incentive Scheme (HiBIS) and the subsequent first year of Broadband Connect (from January 2006) have sparked the delivery of first generation broadband (256Kbps -1.5Mbps) to many premises outside the major population centres.

Australia as a whole, however, has yet to begin the generational transformation to next generation infrastructure and technologies that will deliver 50-100+Mbps. This is the level of national capability other aspiring knowledge-based nations are operating, and Australia is losing ground quickly.

5. What are the key features of ConnectSEQ?

- Focus on next generation technology (50Mbps+) across a region currently containing one in seven Australians, and predicted to increase by another million people by 2026. The region is underpinned by the statutory SEQ Regional Plan, which provides certainty about the pattern of growth
- Coordination of infrastructure investment to ensure coverage across the whole of the region, not just areas that are economically viable in the eyes of a commercially focused telecommunications carrier
- Infrastructure based on an open access model, managed by a company owned by local government, to ensure sustainable competition in digital content and on-line services
- Development of regional communication hubs connected by fibre trunks to Brisbane, which will utilise existing and planned government infrastructure for roads, water and sewerage
- Access connections to local networks and major institutions such as universities, hospitals and business precincts throughout the region
- Opportunity to accelerate planning and development processes through local government
- Reduced deployment costs, sustainability and fostering of access networks and service based competition

6. What is the business case for ConnectSEQ?

The wider economic benefits of the ConnectSEQ model, with reduced access and content costs and next generation bandwidth capability, are being identified. As an example, early work from Noosa Shire indicates that with government intervention, a regional shire with a population of 48,071 and high speed internet access of greater

than 10Mbps symmetrical will result in the creation of an additional \$292m and 709 jobs over a 10 year period (source AEC). With this in mind, the potential benefit for the SEQ population less the Brisbane metropolitan area would be in the order of \$1b/year. When Brisbane is included in these indicative figures, the benefit would quickly exceed \$2b/year.

Initial costing work has been sourced from Project Vista, a collaborative Brisbane City Council/Queensland Government project to deliver a similar open access model in the Brisbane metro area. Under Project Vista, it is planned to roll out 8,500km of fibre optic cable at an estimated cost of \$720m. ConnectSEQ has a slightly different cost base because of longer trunk/backbone sections, and different plans for greenfield connections, so the cost based on 13,500km may be in the order of \$621m for initial phases of the project. It is likely that funding of \$300m will be sought from Broadband Connect to subsidise the capital expenditure. Revenue from access and content charges, noting significantly reduced costs from regulated community-owned infrastructure, is in the order of \$150m in the first three years, with estimated CAPEX and OPEX being \$50m per annum.

7. What have been the key steps in ConnectSEQ up to now?

- November 2005 -Australian Government releases Broadband Connect/Clever Networks discussion paper.
- January 2006 -Council of Mayors (SEQ) responds to Broadband Connect/Clever Networks discussion paper.
- April 2006 -Council of Mayors (SEQ) delegation provides brief to Senator Coonan on SEQ model; Council of Mayors (SEQ) endorse SEQ ICT Strategy.
- May 2006 -Council of Mayors (SEQ) requests funding from SEQ councils for ConnectSEQ Project Manager; Senator Coonan highlights Broadband Connect components in a speech to Australian Telecommunications Users Group.
- June 2006 -Senator Coonan calls for Broadband Connect EOIs (strategic model - from 07/08); Council of Mayors (SEQ) calls tender for ConnectSEQ Project Manager; Australian Government releases 06/07 Broadband Connect program guidelines (HiBIS model).
- July 2006 -\$170,000 funding confirmed from SEQ councils for Project Manager; Mach Technology appointed as ConnectSEQ Project Manager; Council of Mayors (SEQ) submits Broadband Connect EOI.
- September 2006 - Australian Government releases Clever Networks and Broadband Connect program guidelines and calls for applications under each program; Draft ConnectSEQ Implementation Plan prepared; Council of Mayors (SEQ) ConnectSEQ Campaign Taskforce and Steering Committee established.
- October 2006 - Submission of Bid 1: Clever Networks Broadband Development Project Officer funding through State Government; SEQ Local Government survey completed; Invitation to Market seeking partners in a consortia bid for Broadband Connect, with links to other programs, is released.

8. What is the relationship between ConnectSEQ and the Queensland Government's high speed broadband proposal for Brisbane (Project Vista)?

There are a number of similarities between ConnectSEQ and the State Government's Project Vista, including:

- Both are based upon next generation broadband technology, with the recognition that 50-100 Mbps broadband will provide superior services to residential, educational and commercial customers, and the necessary impetus for economic growth through competitive advantage.
- Both are based on open access infrastructure to maximise the benefits for end users.
- Both will maximise the potential for success by leveraging the strategic State-Local Government partnership underpinned by the SEQ Regional Plan, with a flow-on to operational benefits such as streamlined planning and development processes and whole-of-government service delivery.
- Both have highlighted the potential for fibre cable to be aligned to state and local government assets, such as the water grid pipelines, electricity poles and road and rail easements.

The Council of Mayors (SEQ) has been working closely with the State Government to ensure appropriate linkages between ConnectSEQ and Project Vista over the past 12 months. This has been further emphasised in recent months by participation of staff from the Office of the Coordinator-General and the Department of State Development in an ex-officio capacity on the ConnectSEQ Taskforce and Steering Committee.

The State Government has indicated that it will call for expressions of interest from the private sector by January 2007 for Project Vista. This aligns well with the Council of Mayors (SEQ) process, with an Invitation to Partner currently underway, and the development of funding applications for delivery to the Australian Government by the end of November.

The Council of Mayors (SEQ) has requested the State Government to enter into formal discussions on the relationship between ConnectSEQ and Project Vista. The primary focus will be the process by which major fibre optic trunks may be installed as part of the backhaul for ConnectSEQ within easements of the proposed and underway water pipelines, for inclusion in the Connect Australia proposals. These trunks will link directly to the infrastructure within the Brisbane area, and provide increased support for the rollout of technology to surrounding areas of SEQ.

Benefits to Redlands Community

- Increased business development opportunities
- Enhanced educational opportunities
- Facilitation of low cost high speed home connections
- Improved community safety and security
- Enhanced local employment participation
- Competitive investment location
- Broader exposure for local tourism

- Ability to deliver world class hi-tech planned communities

ISSUES

Commitment to this project is contingent on receiving Federal Government funding.

RELATIONSHIP TO CORPORATE PLAN

The recommendation supports Objective 8.1 of the Knowledge Management Strategic Priority, to obtain, manage and utilise knowledge through the acquisition, analysis and effective communication of data and information.

The ConnectSEQ project aligns in particular with Strategy #3 to “investigate Council’s potential role as a Broadband facilitator, and opportunities for expanding Council’s mobile computing capacity”.

FINANCIAL IMPLICATIONS

Potential Outlays:

Advice from the ConnectSEQ Project Manager is that the proposed budget for Redland would be broken down as follows:

- \$75,000 cash contribution in 2008/09 to establish a Point of Presence in Redland
- \$600,000 cash contribution for 4 years 2008/09 - 2011/12, diverted from existing spend on data/voice to the use of services provided by the ConnectSEQ infrastructure
- \$880,000 in-kind and cash for 5 years 2008/09 - 2012/13 for development of ConnectSEQ assets, e.g. council civil or road construction with additional placement of conduit

Advice from the Executive Director, Council of Mayors (SEQ) states that “... councils have not been and are not yet being asked to endorse their financial contributions to the project that are contained in project documents previously endorsed. This formal process will occur after a decision has been made by DCITA on funding for the project, in line with the disclaimer within the project bid that “contributions detailed ... are the nominal contributions attributable to each of the local government partners and, subject to budget deliberations, will be formally confirmed following the completion of a successful Connect Australia funding bid process.”

Potential Offsets & Additional Expenditure:

At this early stage detailed project deliverables to Council are not fully known. Without this, and without a detailed analysis of existing Council expenditure on voice and data services, it is difficult to estimate potential cash savings. It is also possible that there could be other capital outlays.

Best estimates on cash savings are as follows:-

	\$ Spend	%Savings (est)	\$ Savings
Current Annual Average			
Telstra Spectrum (fixed voice)	459,600	10%	45,960
Non-Spectrum (voice & data)	205,982	15%	30,897
Mobile	221,360	10%	22,136
Internet	76,284	70%	45,770
Total:	954,226		144,763

CONSULTATION

Consultation has taken place through standard processes established for:

- Council of Mayors (SEQ)
- SEQ CEO's Regional Collaboration Forum
- Regional CIO's Forum (SEQA)

OPTIONS

PREFERRED

1. To endorse the Council of Mayors (SEQ) ConnectSEQ project proposal and to agree to participate as a shareholding Council in the project should the bid for Federal Government funding be successful.
2. To note that the level of shareholding equity will be established on the number of rateable properties, and in this case is equal to 6.2% equity.
3. To note the potential funding commitment and that any such commitment will be subject to:
 - a) Federal funding and the project proceeding;
 - b) The further provision of a detailed business case as it applies to Redland Shire Council, and
 - c) Normal budget approval processes.

ALTERNATIVE

To note the contents of this report and to resolve that Redland Shire Council does not wish to participate further in the ConnectSEQ project.

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

Moved by: Cr Williams

Seconded by: Cr Henry

That Council resolve as follows:

- 1. To endorse the Council of Mayors (SEQ) ConnectSEQ project proposal and to agree to participate as a shareholding Council in the project should the bid for Federal Government funding be successful;**
- 2. To note that the level of shareholding equity will be established on the number of rateable properties, and in this case is equal to 6.2% equity;**
- 3. To note the potential funding commitment and that any such commitment will be subject to:**
 - a) Federal funding and the project proceeding;**
 - b) The further provision of a detailed business case as it appears to Redland Shire Council; and**
 - c) Normal budget approval processes.**

CARRIED

12.2 REPORTS FROM CORPORATE SERVICES

12.2.1 APRIL 2007 - MONTHLY FINANCIAL REPORTS

Datworks Filename: FM - Monthly Financial Reports to Committee
Attachment: [EOM Report](#)
Responsible Officer Name: Kerry Phillips
Manager Financial Services
Author Name: Kevin Lamb
Services Manager - Financial Reporting

EXECUTIVE SUMMARY

Section 528(1) of the *Local Government Act 1993* requires that Council's statement of accounts be presented at an ordinary monthly meeting.

The attachments to this report present the April 2007 statement of accounts to Council and provide detailed analytical commentary. Six of the seven Key Financial Performance Indicators exceeded targets set at the beginning of the financial year. These related to:

- level of dependence on rate revenue;
- ability to pay our bills – current ratio;
- cash balance;
- cash balance – cash capacity in months;
- longer term financial stability – debt to assets ratio and
- operating performance

One key Financial Performance Indicator fell outside Council's set parameters. This relates to the ability to repay our debt indicator. This indicator was 18.8% for April which is outside our set target of below 17%. This is solely due to the early repayment of QTC loans. This indicator will fall back within the comfort zone before year end.

The operating financial result (Earnings Before Interest, Tax and Depreciation – EBITD) is ahead of budget by \$7.5 million, with operating expenditure favourable by \$7.9 million and operating revenue unfavourable by \$0.4 million.

Capital expenditure is \$8.6 million or 19.9% behind budget expenditure levels at the end of April.

The cash flow position for the year is ahead of forecast levels by \$3.4 million at 30 April 2007. This is principally due to favourable variances experienced in relation to higher receipts for operating grants and subsidies \$1.0 million and lower payments for investment in property, plant and equipment \$8.6 million and materials and

services \$6.0 million. Unfavourable variances were experienced with respect to lower receipts from sale of fixed assets \$0.6 million, rates and charges \$7.9 million (due to budget phasing), fees and charges \$0.8 million, capital grants and subsidies \$1.4 million and higher payments for employee costs \$1.1 million.

PURPOSE

The purpose is to present the April 2007 report to Council and explain the content and analysis of the report. Section 528 of the Local Government Act 1993 requires the Chief Executive Officer of a local government to present statements of its accounts to the local government.

BACKGROUND

The Corporate Plan contains a strategic priority to ensure the long term financial viability of the Shire and provide public accountability in financial management. For organisational effectiveness, it is important that Council receive and understand the monthly financial statements.

ISSUES

The following elements, shown in the attachments, comprise the End of Month Financial Reports for April 2007:

Corporate Financial Report Card (A)

- Operating Revenue compared with Budget;
- General Operating Costs compared with Budget;
- Capital Expenditure compared with Budget;
- Cash Position; and
- Employee Costs compared with Budget.

Report Card Analysis (B)

Council Financial Report 1 (C)

Shows the percentage variance of year to date actual results compared with year to date budget by colour indicators.

Council Financial Report 2 (D)

Shows year to date actual results compared with annual and year to date budgets. This report has a brief commentary on all year to date variances greater than \$30,000.

A **Balance Sheet (E)**, an **Investment Summary (F)**, a **Statement of Cash Flows (G)**, **Financial Stability Ratios report (H)** and **Community Benefit Fund Report (I)** have been included to provide the complete picture of Council's Finances.

RELATIONSHIP TO CORPORATE PLAN

The recommendation primarily supports Council's strategic priority to ensure the long term financial viability of the Shire and provide public accountability in financial management.

FINANCIAL IMPLICATIONS

The overall financial position remains strong with EBITD of \$31.1 million (\$7.5 million ahead of budget). This result is due to total operating revenue of \$121.3 million (\$0.4 behind budget) and total operating costs of \$90.2 million (favourable variance of \$7.9 million).

The Capital expenditure program is \$8.6 million or 19.9% behind targeted expenditure levels at the end of April.

The investment of surplus funds for the month returned a weighted average rate of return of 6.58% that compares favourably to the benchmark UBSWA Bank Bill Index of 6.4%.

The cash balance remains strong at \$38.9 million, equivalent to 4.2 months cash capacity.

PLANNING SCHEME IMPLICATIONS

The Land Use Planning Group was consulted and it is considered that the outcome of recommendations in this report will result in possible amendments to the Redlands Planning Scheme.

CONSULTATION

Consultation has taken place amongst the Executive Leadership Group.

OPTIONS

PREFERRED

That Council note the End of Month Financial Reports for April 2007 and explanations as presented in the attachments

ALTERNATIVE

That Council requests additional information.

OFFICER'S/COMMITTEE RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr Williams

Seconded by: Cr Henry

That Council resolve to note the End of Month Financial Reports for April 2007 and explanations as presented in the following attachments:

1. **Corporate Financial Report Card;**
2. **Report Card Analysis;**
3. **First Council Financial Report;**
4. **Second Council Financial Report;**
5. **Balance Sheet;**
6. **Investment Summary;**
7. **Statement of Cash Flows;**
8. **Financial Stability Ratios report and**
9. **Community Benefit Fund report.**

CARRIED

12.2.2 2007/08 PROPOSED FEES & CHARGES

Dataworks Filename: GOV Corporate Register Fees and Charges
Attachments: [2007/08 Proposed Fees & Charges](#)
Responsible Officer Name: Kerry Phillips
Manager Financial Services
Author Name: Gavin Holdway
Service Manager, Budget, Financial Modelling & Group Support

EXECUTIVE SUMMARY

Under sections 36 and 1071A of the *Local Government Act 1993*, Council may adopt commercial charges and regulatory fees. Other Acts give Council the power to adopt various other fees.

The Schedule of Fees and Charges 2007-2008 includes commercial charges and regulatory fees and other fees covering areas of Assessment Services, Customer and Community Services, Operations and Maintenance, Corporate Services Department, Planning and Policy Department and the Redland Water and Waste Business Unit.

It is recommended that Council adopt the attached Schedule of Fees and Charges for 2007-2008.

PURPOSE

Under sections 36 and 1071A of the *Local Government Act 1993* and various sections of other Acts e.g. *Integrated Planning Act*, Council may adopt commercial charges, regulatory fees and other fees.

BACKGROUND

Section 36 of the *Local Government Act 1993* provides that a local government may rely on its power as a legal entity to charge for services and facilities it supplies other than a service or facility for which a regulatory or other fee may be fixed.

Section 1071A provides that a local government may, by local law or resolution, fix (a regulatory fee) for any of the following:

- a. an application for, or issue of an approval, consent, licence, permission, registration or other authority under a local government Act;
 - b. recording a change of ownership of land;
 - c. giving information kept under a local government Act;
 - d. seizing property or animals under a local government Act;
-

- e. the performance of a function, other than a function mentioned in paragraphs (a) to (d), imposed on a local government under the *Building Act 1975*, or the *Plumbing and Drainage Act 2002*.

Other Acts also make provision for local government to raise charges in association with activities undertaken under their jurisdiction; for example, *Freedom of Information Act 1992* and *Environmental Protection Act 1994*. These charges are identified by type in the attached Fees and Charges Schedule.

ISSUES

The Schedule of Fees and Charges for 2007-2008 has been developed as a part of the 2007-2008 budgeting process and is now presented to Council for adoption. As attached, the Schedule of Fees and Charges for 2007-2008 includes commercial charges, regulatory fees and other fees covering the following areas:

- **Assessment Services Group**
Including: Mosquito Control, Environmental Health Services, Animal Management, Local Laws, Land Development, Development Assessment, Integrated Commercial, Domestic Building Certification and Plumbing and Drainage
- **Customer and Community Services Group**
Including: Library Fees, Children's Services, Respite Care Services, Interment and Community Services, Community Halls, Major Venues and Caravan Parks and Camping
- **Operations and Maintenance Group**
Including: Roads, Drainage and Quarries, Advertising (Bus Shelters), Event Bookings and Redlands Indigiscapes Centre
- **Corporate Services Department**
Including: Financial Management, Corporate Asset Information, Systems Engineering and Legal Services
- **Planning and Policy Department**
Including: Infrastructure Planning, Transport Planning and Freedom of Information Applications
- **Redland Water and Waste Business Unit**
Including: Trade Waste, Waste Water, Water Supply and Waste Management

A workshop was conducted with Councillors on 20 April 2007 to review the Schedule of Fees and Charges.

In adopting the Schedule of Fees and Charges for 2007-2008, Council will provide the community with a clear statement of intention in relation to Fees and Charges for products and services of Council for the new financial year.

RELATIONSHIP TO CORPORATE PLAN

The recommendation primarily supports Council's strategic priority to ensure the long term financial viability of the Shire and provide public accountability in financial management.

FINANCIAL IMPLICATIONS

The Schedule of Fees and Charges 2007-2008 provides the basis for the development of revenue estimates for products and services charged under the Schedule for the new financial year.

CONSULTATION

General Managers and Group Managers have developed the fees for their areas. Workshops have been conducted with the Chief Executive Officer and General Managers on 10 April 2007 and Councillors on 20 April 2007.

OPTIONS

PREFERRED

That Council resolve to adopt the Schedule of Fees and Charges for the 2007- 2008 financial year.

ALTERNATIVE

That Council resolve not to adopt the Schedule of Fees and Charges for the 2007-2008 financial year.

OFFICER'S/COMMITTEE RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr Williams

Seconded by: Cr Henry

That Council resolve to adopt the Schedule of Fees and Charges for the 2007-2008 financial year, as attached.

CARRIED

12.2.3 MARCH 2007 QUARTER - BUDGET REVIEW 2006/07

Datworks Filename: FM Budget Review Committee Reports
Attachments: [Budget Review 2006/07](#)
Responsible Officer Name: Kerry Phillips
Manager Financial Services
Author Name: Gavin Holdway
Service Manager - Budget, Financial Modelling & Group Support

EXECUTIVE SUMMARY

A review of the 2006/07 budget was conducted at the end of March 2007 to consider the required and/or requested budget adjustments to Council's 2006/07 revised budget.

The proposed revised budget for 2006/07, based on the March 2007 review, is now presented to Council for adoption in accordance with the attachments and the *Local Government Finance Standard 2005*.

Attached to this report are the following financial reports and information:

1. Budgeted Statement of Cash Flows to 30 June 2007;
2. Budgeted Statement of Financial Position (Balance Sheet);
3. Revised Budgeted Operating Statement, Capital Funding Statement and Other Items for 2006/07;
4. March 2007 Budget Review Information (Summary and Detail Submissions); and
5. Revised Key Performance Indicators (KPI's).

Overall, the proposed budget review produces a cash surplus of \$11.461m, which improves Council's June 2007 ending forecast from \$49.350m to \$60.811m.

As with the December 2006 quarter budget review, it is proposed that Council resolve to adopt the revised budget for 2006/07 at Redland Shire Council (RSC) consolidated level. In addition to this and in accordance with Section 520 of the *Local Government Act 1993*, it is proposed that Council resolve to adopt the Redland Water & Waste financial statements that are presented in the attached financial documentation. The relevant pages are outlined within the officer's recommendation further in this report.

PURPOSE

To address the known budget expectations and significant forecast variances, and to consider budget review submissions.

BACKGROUND

This report presents a review of the 2006/07 revised budget as at March 2007. As a part of Council's financial management framework, comprehensive quarterly budget reviews are conducted by all departments. The March 2007 budget review usually focuses on considering forecast under and/or over expenditure based on the 3rd quarter position of the financial year, while incorporating any new/changed programs or priorities for the year.

Council last revised the 2006/07 budget in accordance with the December 2006 budget review (Item No. 12.2.2 of the General Meeting Minutes dated 28 February 2007).

ISSUES

Budget review submissions have been categorised as:

- New Projects – Projects and initiatives proposed by officers that have not been previously approved by Council for any level of expenditure;
- New Projects Councillor/Committee – Projects and initiatives that have been referred by Councillors or Council/Committee meetings that have not received previous approval for any level of expenditure;
- New Submissions – Adjustments and variations to existing projects or services and revenue estimates that would affect Council's surplus/deficit or cash position;
- Transfers – Adjustments and variations to existing projects or services and revenue estimates that would not affect Council's surplus/deficit or cash position.

A total of 273 individual submissions have been included and a summary of the March 2007 budget review submissions is provided in the attachment.

RELATIONSHIP TO CORPORATE PLAN

The recommendation primarily supports Council's strategic priority to ensure the long term financial viability of the Shire and provide public accountability in financial management.

FINANCIAL IMPLICATIONS

In comparison to the revised budget adopted from the December 2006 quarterly review, it is now forecast that Council will increase its June 2007 cash ending balance by \$11.461m. Of note, included within the favourable movement of \$11.461m are carry forward works totalling approximately \$10.5m, while the review has identified forecast savings for the 2006/07 financial year of approximately \$1m. All of Council's key performance indicators are favourable against their respective targets, and this is outlined in the attachments to this report. This proposed revised budget provides Council with a sound financial base for the year ending 2006/07, which in turn, does

not impact Council's ability to make payments as they fall due. This favourable adjustment to the cash ending forecast is primarily made up the following movements:

- Unfavourable – a reduction in **operational revenue** of \$1.020m
(Primarily associated with the following;
 - a reduction in expected operating grants & subsidies and cash contributions totalling \$1.334m
(Please note a portion of the reduction associated with grants and subsidies are projects being carried forward to 2007/08); and
 - an increase in fees and charges expected for 2006/07 of \$0.301m.

- Favourable – a reduction in **operational expenditure** of \$3.281m
(Primarily influenced by the following;
 - Carry forward of Toondah Harbour Dredging of \$1.046m
 - carry forward to 2007/08 of works associated with the Russell Island Swim Centre of \$0.730m
 - savings of \$0.360m associated with the Raby Bay Public Boat Ramp maintenance
 - savings associated with the Toondah Harbour Spoil Disposal \$0.224m
 - savings associated with the RRIF Development Process Online of \$0.167m
 - carry forward budget to 2007/08 for the John Fredericks Field Refurbishment of \$0.160m
 - carry forward to 2007/08 of maintenance budget for Cleveland Aquatic Centre of \$0.152m
 - savings realised from Wastewater Treatment Operations of \$0.107m
 - carry forward to 2007/08 of works for the Raby bay Canal Planning of \$0.100m; and
 - carry forward budget to 2007/08 for Storm Tide Risk Assessment of \$0.100m

- Unfavourable – a reduction in **capital revenues** of \$0.792m
(Primarily influenced by capital programs being carried forward to 2007/08)

- Favourable – a reduction in **capital expenditure** of \$9.959m
(Primarily influenced by capital programs being carried forward to 2007/08)

Please note that the above listing includes only the major cash flow movements, and all budget submissions can be reviewed on pages 3 to 32 of the attached reports.

PLANNING SCHEME IMPLICATIONS

The Land Use Planning Group was consulted and it is considered that the outcome of recommendations in this report will not require any amendments to the Redlands Planning Scheme.

CONSULTATION

Budget review submissions were considered at the ELG Meeting of 3 May 2007 and joint ELG/Councillor workshop of 9 May 2007. The review contains only those submissions and adjustments which are presented or discussed at the ELG/Councillor workshop.

OPTIONS

PREFERRED

1. That Council resolve to adopt the Revised Budget for 2006/07 at Redland Shire Council consolidated level. This refers to adopting the following:
 - a) RSC Budgeted Statement of Cash Flows – Page 1 of attachments;
 - b) RSC Statement of Financial Position (Balance Sheet) – Page 2 of attachments;
 - c) RSC Operating and Capital Funding Statement – Page 33 of attachments; and
2. To meet the requirements of Section 520 of the Local Government Act 1993, that Council resolve to adopt the Redland Water & Waste Operating and Capital Funding Statement - Page 36 of the attached financial information.

ALTERNATIVE

That Council resolve to not adopt the revised budget for 2006/07 as presented in the attachment to this report.

OFFICER'S/COMMITTEE RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr Williams
Seconded by: Cr Henry

1. That Council resolve to adopt the Revised Budget for 2006/07 at Redland Shire Council consolidated level. This refers to adopting the following:
 - a) RSC Budgeted Statement of Cash Flows – Page 1 of attachments;
 - b) RSC Statement of Financial Position (Balance Sheet) – Page 2 of attachments;
 - c) RSC Operating and Capital Funding Statement – Page 33 of attachments; and
2. To meet the requirements of Section 520 of the *Local Government Act 1993*, that Council resolve to adopt the Redland Water & Waste Operating and Capital Funding Statement - Page 36 of the attached financial information.

CARRIED

12.2.4 TYPE 3 BUSINESS ACTIVITIES - CODE OF COMPETITIVE CONDUCT FOR 2007/2008

Datworks Filename: FM Corporate Budget
Responsible Officer Name: Ray Turner
General Manager, Corporate Services
Author Name: Kerry Phillips
Manager, Financial Services

EXECUTIVE SUMMARY

The *Local Government Act 1993*, section 766(1) provides that Council must resolve whether the Code of Competitive Conduct should or should not be applied to each of its business activities for the following financial year.

The purpose of this report is to review the application of the Code of Competitive Conduct (the Code) to business activities across Redland Shire Council and to recommend those which should continue to have the Code applied for 2007/2008.

It is recommended that Council resolve to apply the Code of Competitive Conduct to the following business activities for 2007/2008 –

1. School Age Care, and
2. Caravan Parks and Camping

PURPOSE

The purpose of this report is to review the application of the Code of Competitive Conduct (the Code) to business activities across Redland Shire Council and to recommend those which should continue to have the Code applied for 2007/2008.

BACKGROUND

The requirements of the *Local Government Act 1993* ('The Act') and the *Local Government Finance Standard 2005* ('The Standard') can be summarised as follows:

- S.765 of the Act requires that during each Financial Year a Local Government must identify its activities that are 'Business Activities'.
- S.762 (1)(a) and (b) of the Act says that a 'business activity' of a Local Government is (a) *any activity "trading in goods and services to clients such as off-street parking and cultural, sporting and recreational facilities and quarries if, in carrying on the activity, the local government engages in competition with the private sector; or*
- *(b) submission of a competitive tender in the local government's own tendering process in competition with other for the provision of goods and services to itself."*
- S.762(2) of the Act specifically excludes "a roads business activity" and "library services" from the definition of "business activity".

- S.766(1) of the Act provides that Council must resolve whether the code of competitive conduct should or should not be applied to each of its business activities for the following financial year.
- S.763(1) of the Act requires Council to apply the code of competitive conduct to “roads business activities” which can be defined as road works undertaken by competitive tender , other than by sole supplier arrangement or Agreed Price Performance Contract (APPC), which are road works on State controlled roads or Council roads that have been put out to competitive tender.
- Part 11 of the Standard (CODE OF COMPETITIVE CONDUCT) prescribes the code of competitive conduct, (‘The Code’) incorporating competitive neutrality principles for the purposes of the Act.
- Elements of the Code (S.72 of the standard) are:
 - full cost pricing; and
 - treatment of community service obligations; and
 - elimination, or taking account, of advantages and disadvantages of public ownership; and
 - financial reporting.
- The Queensland Local Government Department (‘The Department’) made a regulation limiting the requirements of the Act (S.765,766) to business activities with current expenditure for the activity for the previous financial year greater than \$270,000 (S31(1) *Local Government Regulation 2005*). Notwithstanding, the code of competitive conduct may also be voluntarily applied to business activities below the threshold and any other activities that are not business activities (S.767 of the Act).

ISSUES

In view of the above the following definitions can be used in discussion of these activities.

- Type 3 Business Activities – “business activities” with current expenditure for the activity for the previous financial year greater than \$270,000
- Type 3 Roads Business Activities – as defined in S763(1)
- Other Business Activities – “business activities” with current expenditure for the activity for the previous year less than or equal to \$270,000
- Other Activities - any other activity as provided in S767 of the Act.

Council’s decision of 31 May 2005 regarding “Progressing National Competition Policy (NCP) Reforms” reviewed the application of the Code across the following areas covered in the table below. Comments in the last column address the current status in relation to such definitions and makes recommendation as to how the Code should be applied for 2007/2008.

Activity	Classification	Comments and recommendation
Cemeteries	Other business activity	Estimated current year expenditure for 2006/2007 is under the \$219,000

Activity	Classification	Comments and recommendation
		Department's threshold. There is no compulsion to apply the code and the code was not applied in 2006/2007. Recommendation to continue to not apply the Code for 2007/2008.
Caravan Parks and Camping	Type3 Business Activities	Estimated current year expenditure for 2006/2007 \$2,056,000 is greater than the Department's threshold. Recommendation must apply the Code for 2007/2008.
Child Care	Type3 Business Activities	Estimated current year expenditure for 2006/2007 is \$305,000 which exceeds the Department's threshold. However, Council has leased this activity to the private sector and will no longer trade in 2007/2008. Recommendation to not apply the Code for 2007/2008.
School Age Care	Type3 Business Activities	Estimated current year expenditure for 2006/2007 is \$2,409,000 which exceeds the Department's threshold. Recommendation must apply the Code for 2007/2008.

RELATIONSHIP TO CORPORATE PLAN

The recommendation primarily supports Council's strategic priority to ensure the long term financial viability of the Shire and provide public accountability in financial management.

FINANCIAL IMPLICATIONS

There are no actual financial implications with respect to the recommendation.

PLANNING SCHEME IMPLICATIONS

The Land Use Planning Group was consulted and it is considered that the outcome of recommendations in this report will not require any amendments to the Redlands Planning Scheme.

CONSULTATION

In preparing this report, consultation has been undertaken with the Senior Financial Advisor Customer Services Department, the General Manager Customer Services and the General Manager Corporate Services

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

Moved by: Cr Williams

Seconded by: Cr Henry

That Council resolve to apply the Code of Competitive Conduct to the following business activities for 2007/2008 –

- 1. School Age Care; and**
- 2. Caravan Parks and Camping.**

CARRIED

12.2.5 CAPALABA DISTRICT MEALS ON WHEELS INC - RENEWAL OF LEASE

Dataworks Filename: P.120979
Attachments: [Site Plan](#)
Responsible Officer Name: Brian Lewis
Manager Corporate Acquisitions Fleet & Facilities
Author Name: Merv Elliott
Property Services Manager

EXECUTIVE SUMMARY

The Capalaba District Meals on Wheels Inc. have a lease of Council land at Holland Crescent, Capalaba. The lease expires in December 2007 and the organisation has requested Council to renew the lease over the existing premises.

The association has in the past maintained the premises to a satisfactory standard consistent with its purpose.

It is recommended that Council grant a new lease to the organisation.

PURPOSE

This purpose of this report is to recommend to Council the granting of a new lease to Capalaba District Meals On Wheels Inc. in accordance with existing Policy CSAS-003 - Leasing of Council Property.

BACKGROUND

The Capalaba District Meals On Wheels Inc. provides a valuable service to the older/disabled residents in their district area, and remains a strident independently managed organisation, fully committed to its role.

Council previously granted a lease for the Capalaba District Meals On Wheels Inc. from 1 January 1978 to 31 December 2007 (30 years). Over the period of the lease, the association has undertaken improvements to the premises including a brick extension accommodating new rooms/office, and a large carport which provides all weather cover for vehicles being loaded with meals for transportation. The association has in the past maintained the premises to a satisfactory standard consistent with its purpose.

The current lease occupies 1,008m² of the 4,856m² site Lot 25 on RP73281, however, the proposed lease area of 276m² more closely follows the building outline as per the requirements of policy CSAS-003.

The association have requested a new lease for a term similar to the current lease (ie 30 years) however a 20 year lease is in line with policy CSAS-003.

ISSUES

The *Local Government Act 1993* requires Council to authorise the granting of leases to Community / Sporting Groups. As the land over which the lease is to be granted is Council freehold land, approval from Department of Natural Resources & Water is not required. Also, as the lease is being granted to a Community Organisation, approval from the Minister for Local Government is not required.

This particular organisation has been assisting the residents of Redlands for the last 30 years providing a worthwhile humanitarian service. It is strongly recommended that the request for a renewal of the lease be granted.

RELATIONSHIP TO CORPORATE PLAN

The recommendation primarily supports Council's strategic priority to build safe, strong and self reliant communities with access to community services, infrastructure and opportunities for participation in community life.

FINANCIAL IMPLICATIONS

Council will not be involved in any expense in respect to the lease.

CONSULTATION

Property Services has consulted with the Manager Community & Social Planning.

OPTIONS

PREFERRED

That Council resolve as follows:

1. To grant a lease on property described as Part of Lot 25 on RP73281 on Survey Plan Drawing Number 3610A (attached) to Capalaba District Meals on Wheels Inc at an annual rental of \$1.00 and in accordance with Council's Policy, *Leasing of Council Property*; and
2. That the Mayor and Chief Executive Officer be authorised to sign and seal all documentation.

ALTERNATIVE

That Council not grant a lease to the Capalaba District Meals On Wheels Inc.

OFFICER'S/COMMITTEE RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr Williams

Seconded by: Cr Henry

That Council resolve as follows:

1. To grant a lease on property described as Part of Lot 25 on RP73281 on Survey Plan Drawing Number 3610A (attached) to Capalaba District Meals

on Wheels Inc at an annual rental of \$1.00 and in accordance with Council's Policy, *Leasing of Council Property*; and

2. That the Mayor and Chief Executive Officer be authorised to sign and seal all documentation.

CARRIED

12.2.6 RESUMPTION FOR ROAD PURPOSES - COMO STREET, ORMISTON

Dataworks Filename: P.110784
Attachments: [Locality Plan](#)
Responsible Officer Name: Brian Lewis
Manager Corporate Acquisitions Fleet & Facilities
Author Name: Merv Elliott
Property Services Manager

EXECUTIVE SUMMARY

At its meeting held on 30 August 2006 Council authorised negotiations to be undertaken to acquire part of Lot 1 on RP80803 for road purposes (turnaround). Negotiations have been successfully conducted with the property owner, however, due to the fact that there are a number of private easements over the property, it is necessary for Council to resolve to continue with resumption action.

PURPOSE

The purpose of the report is to recommend that Council formally resolve to continue with resumption action to acquire part of Lot 1 on RP80803 and shown on the attached deposited plan as Lot 2 on SP199046.

BACKGROUND

At its meeting held on 30 August 2006 Council approved the resumption of part of Lot 1 on RP80802 for road purposes. The subject land is also encumbered by a number of private easements that will also need to be resumed.

ISSUES

The owner of the subject allotment has agreed to the amicable acquisition by Council on favourable terms, however, an owner of the easement rights over the subject land has lodged an objection. It is now necessary for Council to consider the objection which contains 5 statements:

Objection 1

"The reason this land is to be resumed I understand is to extend/upgrade a section of road. Would this be for access for future development of vacant land and if so what is the proposed buildings planned".

Officer's Comments

This is not an objection as such.

Objection 2

"I have just completed a very expensive house of my own at 14 Como Street (mortgage details provided) and I would be reluctant to release my portion of my easement if 'lower priced' homes were planned for the land".

Officer's Comments

This is not an objection as such.

Objection 3

"When I purchased my property part of the value of the land is my section of the easement. Having outlaid a sum of money for this should I not be reimbursed to the appropriate value of the land".

Officer's Comments

This is not an objection as such.

Objection 4

"The valuation of the easement has been looked into by a valuation company I engaged on 24 April 2007 and this will be forwarded to me on Monday 30 April 2007 which I will pass on to yourself".

Officer's Comments

This is not an objection as such.

Objection 5

"In the meantime my objection will stand until I am happy with a positive resolution".

Officer's Comments

This is not an objection as such.

Summary

The objections raised are comments and queries rather than official objections and are, therefore, not valid objections.

RELATIONSHIP TO CORPORATE PLAN

The recommendation primarily supports Council's strategic priority to Provide and maintain water, waste services, roads, drainage and support the provision of transport and waterways infrastructure.

FINANCIAL IMPLICATIONS

Funds are available in the 2006/07 budget for this acquisition.

CONSULTATION

Property Services Manager has consulted with the property owners.

OPTIONS**PREFERRED**

That Council resolve as follows:

1. To continue resumption action of part of Lot 1 on RP80803 for road purposes as shown on the attached deposited plan as Lot 2 on SP199046; and
2. That the Mayor and Chief Executive Officer be authorised to sign and seal all relevant documentation.

ALTERNATIVE

That Council take no further action to acquire or resume the subject portion of land.

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

Moved by: Cr Williams
Seconded by: Cr Henry

That Council resolve as follows:

1. **To continue resumption action of part of Lot 1 on RP80803 for road purposes as shown on the attached deposited plan as Lot 2 on SP199046; and**
2. **That the Mayor and Chief Executive Officer be authorised to sign and seal all relevant documentation.**

CARRIED

**12.2.7 RESUMPTION FOR ROAD PURPOSES - CREST HAVEN & PIER HAVEN,
LAMB ISLAND**

Datworks Filename: P.144595
Attachments: [Locality Plan](#)
Responsible Officer Name: Brian Lewis
Manager Corporate Acquisitions Fleet & Facilities
Author Name: Merv Elliott
Property Services Manager

EXECUTIVE SUMMARY

Council has previously approved the resumption of property at Crest Haven and Pier Haven, Lamb Island shown as a narrow strip of land on the plan attached. Notices of Resumption were served on the property owners on 2 April 2007 and no objections have been received.

PURPOSE

The purpose of the report is to recommend to Council to resolve to continue with resumption action to resume the area of land required for road purposes.

BACKGROUND

Lot 18 on RP121713 created in 1969 is an irregular shaped lot with a long access to Lucas Drive. Past reconfigurations of the adjoining land on both sides of Lot 18 have not addressed the appropriate tenure amendments for road, but has left Lot 18 unaltered, with its original access to Lucas Drive. Subsequently, Crest Haven has been constructed over part of Lot 18 and Pier Haven (east) has been constructed adjoining Lot 18 with no through connection to Pier Haven (West) – see attached locality plan. With the construction of Pier Haven (East) and Nectar Street, Lot 18 now has an alternate and more suitable access point.

The acquisition of the area required will have little effect on the value of the parent parcel however negotiation with the property owners has not been successful.

ISSUES

Resumption Notices were served on the property owners on 2 April 2007. No objections to the resumption have been received and Council is now required to formally resolve to continue with resumption action.

RELATIONSHIP TO CORPORATE PLAN

The recommendation primarily supports Council's strategic priority to Provide and maintain water, waste services, roads, drainage and support the provision of transport and waterways infrastructure.

FINANCIAL IMPLICATIONS

Funds are available in the 06/07 budget for this acquisition.

CONSULTATION

Property Services Manager has consulted with the property owners on several occasions.

OPTIONS**PREFERRED**

That Council resolves:

1. To resume for road purposes part of the property shown on the attached plan described as Part of Lot 18 on RP121713; and
2. That the Chief Executive Officer and Mayor be authorised to sign and seal all relevant documentation.

ALTERNATIVE

That Council take no further action in respect to the acquisition of the portion of property.

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

Moved by: Cr Williams

Seconded by: Cr Henry

That Council resolve as follows:

1. **To resume for road purposes part of the property shown on the attached plan described as Part of Lot 18 on RP121713; and**
2. **That the Mayor and Chief Executive Officer be authorised to sign and seal all relevant documentation.**

CARRIED

12.2.8 RESUMPTION OF EASEMENT - BEELONG STREET, MACLEAY ISLAND

Datworks Filename: P.135363
Attachments: [Site Plan](#)
Responsible Officer Name: Brian Lewis
Manager Corporate Acquisitions Fleet & Facilities
Author Name: Merv Elliott
Property Services Manager

EXECUTIVE SUMMARY

At its meeting held 1 November 2006, Council resolved to acquire 4 properties in Beelong Street, Macleay Island for road and drainage purposes. Three properties have been amicably acquired and it is now required to recommend resumption of a drainage easement over the fourth property.

PURPOSE

The purpose of this report is to recommend that Council proceed with the resumption of Easement A in Lot 314 on RP31213 for drainage purposes per deposited plan SP200184, attached.

BACKGROUND

The proposed easement is required to allow stormwater from Belong Street to be directed down the easement to Moreton Bay. Negotiations to acquire the easement have not been successful and as a consequence, a Notice of Intention to Resume was served on the property owner on 22 November 2006.

ISSUES

In accordance with the provisions of the *Acquisition of Land Act 1967* the owner is entitled to object to the resumption. No objections have been received by Council. In order to finalise the matter, it is now recommended that Council resolve to continue with resumption action.

RELATIONSHIP TO CORPORATE PLAN

The recommendation primarily supports Council's strategic priority to provide and maintain water, waste services, roads, drainage and support the provision of transport and waterways infrastructure.

FINANCIAL IMPLICATIONS

Funds are available in the 2006/07 budget for this acquisition.

CONSULTATION

Property Services Manager has consulted with the property owner.

OPTIONS**PREFERRED**

That Council resolve as follows:

1. To continue with resumption of Easement A in Lot 314 on RP31213 for drainage purposes per attached deposited plan SP200184; and
2. That the Mayor and Chief Executive Officer be authorised to sign and seal all documentation.

ALTERNATIVE

That Council take no further action to acquire or resume the subject easement.

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

Moved by: Cr Williams

Seconded by: Cr Henry

That Council resolve as follows:

1. **To continue with resumption of Easement A in Lot 314 on RP31213 for drainage purposes per attached deposited plan SP200184; and**
2. **That the Mayor and Chief Executive Officer be authorised to sign and seal all documentation.**

CARRIED

12.2.9 RESUMPTION OF EASEMENT - BLOOMFIELD STREET, CLEVELAND

Dataworks Filename: P.118410/P.118283
Attachments: [Site Plan](#)
Responsible Officer Name: Brian Lewis
Manager Corporate Acquisitions Fleet & Facilities
Author Name: Merv Elliott
Property Services Manager

EXECUTIVE SUMMARY

As part of the Bloomfield Street Park new public toilet facility, Council is required to acquire or resume part of an easement in private ownership.

On 23 March 2007 a Notice of Intention to Resume the subject portion of easement was served on the property owner and no objection to the resumption has been made.

It is now recommended that Council continue with resumption action.

PURPOSE

To gain Council approval to continue with resumption action in respect to an access easement in private ownership.

BACKGROUND

A new public toilet facility in Bloomfield Street Park needed to be constructed however such public facilities cannot be placed within road reserve. Therefore a land exchange with DNRW and redesignation of land from road reserve to Park were required. "Agreement in principle" was obtained from DNRW for these land actions as well as "enter and construct" permission to construct the toilet facilities.

In progressing the necessary land actions to facilitate this matter, it was found that a private access easement over the whole of Council owned Lot 3 on RP99204 needed to be addressed.

Council has approached the representatives of the company, M & EA Mastrantonio Pty Ltd (As Trustees Under Nomination of Trustees No F479786), beneficiary of the easement, to willingly surrender the required part of this easement at Council's expense. This company owns Lot 6 on RP149318 and Lot 8 on RP149696 and do not agree with this proposal which would reduce their easement entitlement over Lot 3 on RP99204.

At its meeting held 30 August 2006 Council resolved to instigate resumption action for a portion of the private easement over Lot 3 on RP99204 (shown as Area A on Acquisition Sketch AB5-2-2 attached) in order that the Council land Area A can be exchanged with a corresponding portion of DNRW road reserve shown as Area C.

ISSUES

On 23 March 2007 a Notice of Intention to Resume the subject portion of easement was served on the property owner. No objection to the resumption has been made by the property owner.

In accordance with the requirements of the *Acquisition of land Act 1967*, Council is now required to formally resolve to continue with resumption action.

RELATIONSHIP TO CORPORATE PLAN

The recommendation primarily supports Council's strategic priority to Provide and maintain water, waste services, roads, drainage and support the provision of transport and waterways infrastructure.

FINANCIAL IMPLICATIONS

Funds are available in the 2006/07 budget for this acquisition.

CONSULTATION

Property Services Manager has corresponded with the easement beneficiary.

OPTIONS

PREFERRED

That Council resolve as follows:

1. To continue resumption action of a portion of Easement (Document No 601493380) over Lot 3 on RP99204 detailed as Area A on Acquisition Sketch AB5-2-2; and
2. That the Mayor and Chief Executive Officer be authorised to sign and seal all relevant documentation associated with this matter.

ALTERNATIVE

That Council take no further action in respect to the acquisition or resumption of the portion of private easement

OFFICER'S/COMMITTEE RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr Williams
Seconded by: Cr Henry

That Council resolve as follows:

1. **To continue resumption action of a portion of Easement (Document No 601493380) over Lot 3 on RP99204 detailed as Area A on Acquisition Sketch AB5-2-2; and**

2. That the Mayor and Chief Executive Officer be authorised to sign and seal all relevant documentation associated with this matter.

CARRIED

12.3 REPORTS FROM CUSTOMER SERVICES

12.3.1 REGIONAL ARTS DEVELOPMENT FUND 2006/7 ROUND 2 AND CULTURAL ORGANISATIONS OPERATING GRANTS 2007

Datworks Filename: G&S RADF 2006/07 Round 2 & Cultural Organisations Operating Grants

Responsible Officer Name: Greg Jensen
Manager Customer and Community Services

Author Name: Emma Bain
Coordinator Cultural Development and Art Gallery

EXECUTIVE SUMMARY

Each year Council provides funding for Regional Arts Development Fund (RADF) Grants and Cultural Organisations Operating Grants (COOG). These grants provide a way for Council to resource community cultural development to further the objectives of Council.

Application deadlines are 31 March and 30 September each year for RADF Grants and 31 March each year for COOG.

The applications for RADF Round Two 2006/7 and COOG 2007 have been assessed by the RADF Committee in accordance with State Government and Council Policies and Guidelines.

This report seeks approval from Council to fund the successful applications for these two grant programs.

PURPOSE

In accordance with Corporate Policy POL-2383 and Corporate Guidelines GL-2383-001 *Cultural Organisations Operating Grants* and Corporate Policy-2706 *Cultural Policy*, this report seeks approval from Council to fund the successful applications for the RADF Round Two 2006/7 and the COOG 2007.

BACKGROUND

There are two rounds of RADF Grants and one round of COOG each year. Council's annual budget allocation for RADF is matched by annual State Government funding.

Council is required to administer RADF grants under State Government Guidelines. This includes providing an outcome report to Arts Queensland each year to acquit the annual allocation and a bid for funding for the following year.

Both funding programs are assessed by the elected RADF Committee which is facilitated by the Co-ordinator Cultural Development and Art Gallery (non-voting) and chaired by a Councillor who has a casting vote. Cr Karen Williams is the Chairperson and Cr Alan Beard is the Business/Tourism/Festivals representative – both were nominated by Council to the Committee.

RADF Committee members are elected for two terms and represent a cross section of art forms and interests, for example, visual arts, performing arts, youth, education, festivals. This peer assessment of applications for both grants programs is rigorous, consistent, fair and without bias.

RADF applications are assessed against criteria set by the State Government and the objectives of Council's *Cultural Policy* POL-2706.

COOG are assessed in accordance with Council's Corporate Policy and Guidelines POL-2383 and GL-2383-001 reviewed in October 2003. Prior to this review these grants were assessed by the RADF Committee and approved by the Group Manager. The review changed this procedure to require Council to ratify the decisions made by the RADF Committee by approving funding for RADF and COOG Programs.

ISSUES

The applications to which this report refers were assessed by the RADF Committee including Councillors Karen Williams and Alan Beard.

The RADF Committee assessed twenty-eight RADF Round Two 2006/7 applications and approved eleven of these applications covering a wide range of projects including writing, visual arts, festivals and professional development. The grant allocations range between \$400 and \$5,500.

The Committee assessed eleven COOG applications and approved eleven of these submissions from a number of important local arts organisations, for example Redland Shire Bands Inc., Redlands Arts Council Inc. and Folk Redlands Inc. The grant allocations range between \$927 and \$3,500.

RELATIONSHIP TO CORPORATE PLAN

The recommendation primarily supports Council's strategic priority to provide a range of community services to support basic qualities of community life and maximise opportunities for community participation and development.

FINANCIAL IMPLICATIONS

RADF Grants Round Two 2006/7

Eleven RADF applications were recommended by the RADF Committee totalling \$30,514 and are now submitted for Council approval.

Cultural Organisations Operating Grants 2007

Eleven COOG applications were recommended by the Committee totalling \$34,222 and are now submitted for Council approval.

The total annual budget allocation for both grants programs is \$85,000.

The total expended in both rounds of RADF 2006/7 is \$49,034 and the one round of COOG in 2007 is \$34,222. The total is \$83,256.

CONSULTATION

The RADF Committee assessed the applications and the Coordinator Cultural Development and Art Gallery reviewed the applications in accordance with the RADF guidelines. The Cultural Services Manager was informed of the outcome of the RADF Committee's assessment.

OPTIONS

PREFERRED

- 1 That Council approve funding of \$30,514 for the RADF Grants Program Round Two 2006/7; and
- 2 That Council approve funding of \$34,222 for the COOG Program 2007.

ALTERNATIVE

- 1 That Council not approve funding of \$30,514 for the RADF Grants Program Round Two 2006/7; and
- 2 That Council not approve funding of \$34,222 for the COOG Program 2007.

Cr Williams declared a conflict of interest in this matter and remained in Chambers.

OFFICER'S/COMMITTEE RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr Henry
Seconded by: Cr Beard

That Council resolve as follows:

- 1 To approve funding of \$30,514 for the Regional Arts Development Fund Grants Program Round Two 2006/7; and**
- 2 To approve funding of \$34,222 for the Cultural Organisations Operating Grants Program 2007.**

CARRIED

12.4 PLANNING AND POLICY

12.4.1 APPOINTMENT OF FREEDOM OF INFORMATION OFFICERS

Datworks Filename: GOV Delegations - Freedom of Information (FOI)
Responsible Officer Name: Warren van Wyk
Manager Corporate Planning Performance & Risk
Author Name: Grant Bennett
Service Manager, Corporate Planning & Performance

EXECUTIVE SUMMARY

The *Freedom of Information Act 1992* requires any applications for access to documents which are made to Council under this Act to be dealt with by the Chief Executive Officer or an officer appointed by Council.

The established practice is for Council to appoint officers to undertake the roles of Freedom of Information (FOI) decision makers and FOI internal review officers.

The FOI function was integrated into the Corporate Planning Performance & Risk Group late in 2006. To ensure that a number of staff gain FOI experience, FOI applications are now dealt with by several team members depending on the size, complexity and sensitivity of the application. As a result, this report recommends that an additional appointment be made as a FOI decision maker.

PURPOSE

The purpose of this report is to recommend the appointment of the Service Manager, Corporate Planning & Performance as an FOI decision maker.

BACKGROUND

The *Freedom of Information Act 1992* (the Act) requires Council to deal with all applications under the Act for access to documents in its custody. The Act provides the processes and rationale for dealing with these applications, including a process for reviewing decisions.

Section 33(1) of the Act states that applications to access a local government's documents are to be dealt with by the Chief Executive Officer or an officer specifically appointed by Council resolution.

Council has currently appointed two officers to deal with FOI applications – the Manager Corporate Planning Performance & Risk and the Manager Legal Services.

Council also has appointed three officers to conduct internal reviews of FOI decisions as provided in Sections 52 and 60 of the Act – these are the Manager Legal Services, Manager Corporate Planning Performance and Risk and Manager Performance Audit. The Act provides that the reviewer must not be the original

decision maker, and these officers perform these internal review roles in addition to their normal duties.

A thorough review of Council's approach to and procedures for dealing with FOI requests identified a number of opportunities for improvement and these have been progressively implemented since the FOI function was transferred to Corporate Planning Performance & Risk in late 2006. The process is now far more customer friendly, streamlined and efficient than in the past. As a result, many requests are now completely resolved within the 2 weeks that is allowed under the Act for the first stage in processing applications – the acknowledgment of receipt of the application stage. This is well within the total of 45 days that are permitted to make a final assessment of an application.

One of the keys to achieving this excellent result is that the FOI role is now shared between three staff members who all have gained a good knowledge of FOI, rather than relying on one specialist FOI decision maker.

ISSUES

Officers appointed to determine FOI applications should be familiar with the requirements of the Act and possess the necessary knowledge and skills to make proper determinations.

Since CPPR is now responsible for FOI decision making, this Group should primarily provide the decision makers. At this stage there is only 1 FOI decision maker in the Group, and appointment of a second decision maker will ensure the workload is effectively distributed and continuity is ensured during times of absences.

The Service Manager Corporate Planning & Performance (Grant Bennett) lead the project to review RSC's FOI function and to identify opportunities for improvement. As a result, he developed a good understanding of FOI principles and practices and also started to develop networks with other agencies including the Queensland Treasury Department, Building Services Authority, Gold Coast City Council and Department of Justice & Attorney General.

Over the past 5 months, this officer has gained experience in processing FOI applications including research for internal and external FOI reviews, and is now proficient at using the practitioners' guidelines and the precedent cases reported on the Information Commissioners website. He has successfully completed FOI training provided by the Department of Justice & Attorney General including:

- Processing FOI Applications
- FOI Processing & Exemption Provisions

FOI is a relatively complex piece of legislation and decision-making is enhanced when the decision-maker has the opportunity to test interpretations and discuss issues with colleagues. For this reason, the Service Manager and the Project Coordinator have both attended Local Government FOI Network meetings that are convened by JAG as RSC representatives, and have established effective rapport

with JAG and other Council's FOI officers. Within RSC, they have ready access to the Manager Legal Services and Manager CPPR for advice and opinion on FOI matters.

It is therefore recommended that the Service Manager Corporate Planning Performance (position number CPP005) be appointed to make FOI decisions under the Act.

RELATIONSHIP TO CORPORATE PLAN

The recommendation primarily supports Council's strategic priority to provide effective organisational leadership through strategic planning and accountable and ethical standards of practice.

FINANCIAL IMPLICATIONS

Nil.

PLANNING SCHEME IMPLICATIONS

The Land Use Planning Group was consulted and it is considered that the outcome of recommendations in this report will not require any amendments to the Redlands Planning Scheme.

CONSULTATION

Consultation was undertaken with the Manager Legal Services and the Manager Corporate Planning Performance and Risk.

OFFICER'S/COMMITTEE RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr Bowler

Seconded by: Cr Elliott

That Council resolve, under section 33(1)(b)(ii) of the *Freedom of Information Act 1992*, to appoint the Service Manager Corporate Planning & Performance to make decisions on FOI applications under the Act.

CARRIED

12.4.2 MONTHLY BALANCED SCORECARD REPORT FOR APRIL 2007

Dataworks Filename: Gov - Corporate Balanced Scorecard Monthly Reporting to Committee

Attachment: [Balanced Scorecard Report](#)

Responsible Officer Name: Warren van Wyk
Manager Corporate Planning Performance & Risk

Author Name: Grant Bennett
Service Manager Corporate Planning & Performance

EXECUTIVE SUMMARY

The monthly Corporate Balanced Scorecard report, as attached, provides a high level overview of Council's performance in key areas of Council business.

This report provides the performance results and comments for the month of April 2007. Performance is shown in one of four ranges: Outstanding (green), above standard (yellow), satisfactory (orange) or unsatisfactory (red). The overall rating for each Perspective is determined by the relative weightings of each KPI it includes.

The overall rating for Redland Shire Council for the month of April is Outstanding.

PURPOSE

To provide Council with the Corporate Balanced Scorecard report for the month of April 2007.

BACKGROUND

The performance management framework for Redland Shire Council includes the requirement for reports to Council on a monthly and quarterly basis as follows:

- The monthly Corporate Balanced Scorecard (BSC) report to Council of overall organisational performance. This report comprises a concise set of high level KPI's that have been developed to reflect organisational performance against financial, customer, internal/business processes, and people and learning perspectives. This report provides Council with a monthly snapshot on how the organisation is performing in key areas of our business.
- A more detailed quarterly operational plan performance report that focuses on performance at a program level. This report comprises a summary of performance against all KPI's and more detailed comments from Managers about performance that falls above or below an acceptable range.

ISSUES

The following comments provide an overview of performance under each scorecard perspective and the associated key performance indicators.

Financial Perspective

April Rating: Outstanding

Proven Earnings Before Interest Tax & Depreciation (EBITD) Savings to Budget (weighting 20%) rated at the outstanding level, with a favourable variance to budget at the end of April of \$7.7 million. A significant proportion of this will be carried over to the 07/08 budget, and full details are provided in the monthly finance report.

Cash Levels within Targets (weighting 8%) rated in the above standard range with the result of 4.2 months being just ahead of the target of 4 months cash available.

The Capital Works Program Financial Performance KPI (weighting 12%) compares expenditure on finalised projects with budget. The result so far this year shows that overall, projects are being delivered within budget, with aggregate savings of 3.88% so far this year.

Customer Perspective

April Rating: Outstanding

Capital works program practical completion (weighting 15%) reports on the % of capital project milestones achieved compared to plan and continues to rate in the outstanding range. The result year to date of 125.3% indicates that milestones overall are being achieved ahead of schedule. Redland Water & Waste achieved 4/4 milestones for the month and is 100% on target year-to-date. Project Delivery Group continues to be well ahead of target with 664 milestones achieved of 487 planned, representing 174 out of 237 capital projects having reached practical completion so far this year. Corporate Services is also ahead of schedule with 319 achieved against 285 due and Planning and Policy is also on target.

Compliance with the Australian Drinking Water Guidelines (ADWG, weighting 2.5%): Drinking water quality fully complied (100%) with all 4 key ADWG parameters: e-coli levels, turbidity, pH levels, and manganese levels.

Compliance with our EPA Licence for Wastewater (weighting 2.5%) rated as outstanding, with no non-compliances during April. The total ADWF for 303 days YTD is 8464ML. Total compliant ADWF is 8457ML. Council will note that although there have been no recent non-compliances, the result of 99.91% in April is lower than last month – this is due to a rounding error occurring in the result reported last month. Action has been taken to ensure this does not recur.

% of development assessment, integrated commercial and land development applications processed within IPA timeframes (weighting 10%) again achieved 100% of decisions made within statutory timeframes in April, continuing the excellent work by Assessment Services over the past months. The YTD result rated at 95% and met the target for a satisfactory result.

Internal Perspective

April Rating: Outstanding

Asset Management Plans Actions Completed (weighting 7.5%) improved to 91% and rated as above standard for April.

% of Internal Audit Actions completed within agreed timeframes (weighting 7.5%), continues to rate as outstanding with 100% of audit recommendations completed on schedule.

People & Learning Perspective

April Rating: Outstanding

% implementation of the Tri-Safe audit action plan (weighting 10%) remains at the outstanding level with all actions due completed on schedule.

The Lost Time Injury Frequency Rate (weighting 5%) YTD result improved with no LTI's reported in April.

RELATIONSHIP TO CORPORATE PLAN

The recommendation primarily supports Council's strategic priority to provide effective organisational leadership through strategic planning and accountable and ethical standards of practice.

FINANCIAL IMPLICATIONS

No direct financial implications arise from this report. The report does contain several indicators that either reflects financial performance to date, or which will have had a direct or indirect impact on financial performance.

PLANNING SCHEME IMPLICATIONS

The Land Use Planning Group was consulted and it is considered that the outcome of recommendations in this report will not require any amendments to the Redlands Planning Scheme.

CONSULTATION

The data and comments in the report were provided by relevant managers and were compiled by the Corporate Planning, Performance and Risk Group.

OPTIONS**PREFERRED**

That Council resolve to note the Corporate Balanced Scorecard for the month of April 2007.

ALTERNATIVE

That Council resolve to note the Corporate Balanced Scorecard for April 2007 and request additional information.

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

Moved by: Cr Williams

Seconded by: Cr Henry

That Council resolve to note the Corporate Balanced Scorecard for the month of April 2007, as attached.

CARRIED

13 DIRECT TO COUNCIL REPORTS

13.1 REPORTS FROM OFFICE OF CEO

13.1.1 REDLANDS NETBALL ASSOCIATION INC - CCBF DIVISION 3

Datworks Filename: G&S Community Benefit Fund

Responsible Officer Name: Susan Rankin
Chief Executive Officer

Author Name: Tina Robinson
Executive Support Officer

EXECUTIVE SUMMARY

Council annually allocates in its budget an amount for discretionary spending by Divisional Councillors known as the Councillors' Community Benefit Fund (CCBF). All requests for funding individual projects with a greater expenditure than \$5,000 (GST exclusive) requires approval from Council.

This request is for the amount of \$9,181.82 (GST exclusive) to be allocated from the Division 3 portion of the CCBF to assist the Redlands Netball Association in purchasing and installing a 9m x 6m shed on a concrete slab at the Pinklands Sporting Complex, Lot 2 on SL5716.

PURPOSE

The purpose of this report is to seek Council approval for an allocation of \$9,181.82 (GST exclusive) from the Division 3 portion of the CCBF to assist the Redlands Netball Association in purchasing and installing a 9m x 6m shed on a concrete slab at the Pinklands Sporting Complex, Lot 2 on SL5716.

The storage shed will enable the Redlands Netball Association to store assorted equipment, including sporting and coaching equipment, sun shades and historical records.

BACKGROUND

The Redlands Netball Association has eight affiliated clubs and over 1,000 members, with the season commencing each year in February and ending in September.

The Redlands Netball Association is seeking funding for the amount of \$9,181.82 (GST exclusive) from the Division 3 portion of the CCBF to purchase and install a 9m x 6m shed on a concrete slab for storage purposes at the Pinklands Sporting Complex.

ISSUES

Redlands Netball Association was required to make a building application to Council for the installation of a 9m x 6m shed. This was subsequently approved on 17 May 2007 and a copy of the building approval was provided to the Office of CEO.

At present the Redlands Netball Association has limited storage space and currently stores their equipment inside the Redlands clubhouse and at members' private residences.

In accordance with the CCBF Guideline, Council approval is required for allocations of funds towards projects of over \$5,000.

RELATIONSHIP TO CORPORATE PLAN

The recommendation primarily supports Council's strategic priority to build safe, strong and self reliant communities with access to community services, infrastructure and opportunities for participation in community life.

FINANCIAL IMPLICATIONS

Cr Debra Henry has sufficient funds in the Division 3 portion of the CCBF to allocate \$9,181.82 (GST exclusive) towards the purchase and installation of a storage shed on a concrete base at the Pinklands Sporting Complex.

As per CCBF Guidelines (GL-2034) 3 quotations have been received.

CONSULTATION

Cr Henry, (Division 3) has consulted with the Redlands Netball Association as to the club's funding requirements and supports the request to purchase and install a 9m x 6m storage shed at the Pinklands Sporting Complex.

Council's Recreation Officer and Senior Advisor Landscape Design have also met with the Redlands Netball Association to discuss the shed location and size and approved the project in principal subject to building approval being given by Council. A building application (BD139774) was made by the Association and approved by Council 17 May 2007.

OPTIONS

PREFERRED

That Council resolve to approve the allocation of \$9,181.82 (GST exclusive) from the Division 3 portion of the CCBF to install a 9m x 6m shed on a concrete base for storage purposes at the Pinklands Sporting Complex, Lot 2 on SL7516.

ALTERNATIVE

That Council resolve not to approve the allocation of \$9,181.82 (GST exclusive) from the Division 3 portion of the CCBF to install a 9m x 6m shed on a concrete base at the Pinklands Sporting Complex.

**OFFICER'S RECOMMENDATION/
COUNCIL RESOLUTION**

Moved by: Cr Henry
Seconded by: Cr Murray

That Council resolve to approve the allocation of \$9,181.82 (GST exclusive) from the Division 3 portion of the CCBF to install a 9m x 6m shed on a concrete base for storage purposes at the Pinklands Sporting Complex, Lot 2 on SL7516.

CARRIED

13.1.2 APPLICATION FOR SPONSORSHIP - CAREFLIGHT QUEENSLAND

Datworks Filename: G&S Mayors Community Fund
Attachments: [Review of 2006 Financial Statements of CareFlight by Council's Financial Services Group](#)
Responsible Officer Name: Susan Rankin
Chief Executive Officer
Author Name: Jenny Axford
Executive Officer to Mayor

EXECUTIVE SUMMARY

A request was received from CareFlight Queensland (CareFlight) for sponsorship in the 2006/7 financial year in the amount of \$5,000.

CareFlight is a public benevolent institution dedicated to providing quality air medical, rescue and retrieval services, and supporting safety education and prevention programs, to the people of southern Queensland and northern New South Wales and beyond.

CareFlight commenced operations in 1981 and relies mainly on donations, grants and sponsorships to maintain operation.

The Mayor's Community Fund currently has funding available in the 2006/7 financial year to support the officer's recommendation. This application is in accordance with the Mayor's Community Fund Guideline GL-2035.

PURPOSE

For Council to consider approving the 2006/7 sponsorship application of CareFlight in the amount of \$5,000 (excluding GST).

Corporate Police POL-2035 – Statement (6) requires that recommendations for distribution from the Mayor's Community Fund be approved by Council where at or exceeding \$5,000 in value.

BACKGROUND

CareFlight is a not for profit organisation providing a service to the public of South East Queensland which benefits Redland residents and visitors.

CareFlight in 2000 obtained Quality Assurance Accreditation AS/NZS160:9001 standard. CareFlight is the only helicopter rescue service in Australia to hold this accreditation.

CareFlight Medical Services is accredited as a training facility with both the Australasian College for Emergency Medicine and the Australian and New Zealand

College for Emergency Medicine and the Australian and New Zealand College of Anaesthetists.

Redland Shire Council has received a request from CareFlight for a sponsorship contribution in the current financial year (2006/7) and audited financial statements for the 2006 Financial Year submitted in support of this request have been reviewed by Council's Financial Services Group.

Council's Financial Services Group have advised that there is nothing contained within the financial statements of CareFlight that would prohibit Council from proceeding with this sponsorship request.

In financial year 2005/6 Council contributed \$5,000 to CareFlight.

ISSUES

CareFlight commenced operations in 1981 and relies mainly on donations, grants and sponsorships to maintain operation.

It takes just 10 minutes for CareFlight to airlift a critically injured patient from the Redland Bay area for urgent treatment at a Brisbane-based hospital.

The demands on the services provided by CareFlight Queensland have continued to grow and expand. The 24 hour, 365 days maintenance of a highly trained and professional emergency helicopter response team as well as the capital equipment needed to transport them and their patients comes at a very considerable cost.

The Mayor's Community Fund currently has funding available in the 2006/7 financial year to support the officer's recommendation. This application is in accordance with the Mayor's Community Fund Guideline GL-2035.

RELATIONSHIP TO CORPORATE PLAN

The recommendation primarily supports Council's strategic priority to build safe, strong and self reliant communities with access to community services, infrastructure and opportunities for participation in community life.

FINANCIAL IMPLICATIONS

There are no financial implications to Council as funding is available in the Mayor's Community Fund.

CONSULTATION

Mayor Don Secombe has reviewed this request and in accordance with Corporate Policy POL-2035 – Mayor's Community Fund – Statement (6) has directed same be referred to Council for consideration.

Council's Senior Advisor, Financial Management, Financial Services Group, has confirmed the audited Financial Statements to 30 June 2006 have been reviewed and are in keeping with normal accounting standards and contain nothing that would prohibit proceeding with this request.

OPTIONS

PREFERRED

That Council approve the allocation of \$5,000 (excluding GST) from the Mayor's Community Fund for the sponsorship of CareFlight Queensland for the 2006/7 financial year.

ALTERNATIVE

That Council decline to approve the allocation of \$5,000 (excluding GST) from the Mayor's Community Fund for sponsorship of CareFlight Queensland for the 2006/7 financial year.

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr Dowling
Seconded by: Cr Murray

That Council resolve to approve the allocation of \$5,000 (excluding GST) from the Mayor's Community Fund for the sponsorship of CareFlight Queensland for the 2006/7 financial year.

CARRIED

13.2 REPORTS FROM PLANNING AND POLICY

13.2.1 MAJOR DEVELOPMENT AREA - SOUTH THORNLANDS

This item was withdrawn from the agenda by the Chief Executive Officer after consideration and on the basis that this matter will be dealt with by Council as part of the finalisation of Council's Local Growth Management Strategy (LGMS) and will come to a subsequent Special Meeting of Council for adoption of a draft LGMS for referral to the State within the next few weeks.

14 NOTICE OF MOTION UNDER SECTION 451 OF LOCAL GOVERNMENT ACT 1993**14.1 NOTICE OF MOTION TO AMEND COUNCIL RESOLUTION OF 28 MARCH 2007- SOUTHERN MORETON BAY ISLANDS OPEN SPACE PLAN (MAYOR)****BACKGROUND**

At the General Meeting of 28 March 2007, on item 10.4.4 Southern Moreton Bay Islands Open Space Plan 2, Council resolved as follows:

1. *To proceed with negotiating the acquisition of all 71 privately owned lots or part lots recommended in the Confidential Southern Moreton Bay Island Open Space Plan 2006, through a land exchange program using Council owned SMBI Residential zoned lots;*
2. *To proceed with investigating closing a section of the following roads as recommended in the Confidential Southern Moreton Bay Island Open Space Plan 2006 for sites identified in this report as 10, 11, 17, 18, 20, 21, 23, 28, 33 and 44;*
3. *To proceed with investigating the amalgamation of 13 sites in the Confidential Southern Moreton Bay Island Open Space Plan 2006 where Council owns 100% of the land, into single lot parks;*
4. *To initiate an amendment of the Redland Planning Scheme to include all lots or parts of lots identified in the Confidential Southern Moreton Bay Open Space Study within the Open Space Zone;*
5. *To designate all privately owned lots or parts of lots currently zoned open space or proposed to be rezoned to open space as Community Infrastructure under the Integrated Planning Act;*
6. *To delegate authority to the Chief Executive Officer to exchange vacant Council land of similar size and value suitable for residential purposes with land which may involve considerable expenditure to Council to provide infrastructure, or for land which would be of benefit to Council for Town Planning reasons;*
7. *That the Mayor and Chief Executive Officer be authorised to sign and seal all relevant documentation; and*
8. *That the confidential report from Manager Environmental Management and the Southern Moreton Bay Island Open Space Plan 2 remain confidential.*

Officers have advised that no action will commence with any amendments or designations under the Redlands Planning Scheme until such time as the entire land exchange program has been fully exhausted and a subsequent assessment of the land acquired has been made.

Amendments to the scheme will only be undertaken where the opportunity exists with normal periodic reviews and only where the land exchange process has been successful in acquiring the necessary lands.

It is, therefore, considered premature to undertake any amendments or designations of the Planning Scheme at this time.

COUNCIL RESOLUTION

Moved by: Cr Seccombe
Seconded by: Cr Dowling

That Council amend its decision of the General Meeting of 28 March 2007 on item 10.4.4 *Southern Moreton Bay Islands Open Space Plan 2* by deleting resolutions 4 and 5.

CARRIED

15 URGENT BUSINESS WITHOUT NOTICE

Permission was granted for Cr Murray to bring forward the following item as urgent business.

15.1 REQUEST FOR REPORT – SALARY SACRIFICING ARRANGEMENTS FOR COUNCILLORS**COUNCIL RESOLUTION**

Moved by: Cr Murray

Seconded by: Cr Barker

That following the Australian Taxation Office Directive 8/2006 in December 2006 regarding Queensland local government councillors, an urgent report be brought forward to Council outlining the advantages and disadvantages of councillors unanimously voting to become “employees for taxation purposes” as required by the Directive, in order to have the same salary sacrificing arrangements as other employed residents of Australia.

CARRIED

16 MEETING CLOSURE

There being no further business, the Mayor declared the meeting closed at 5.02 pm.

Signature of Chairperson: _____

Confirmation date: _____