

**Redland**  
SHIRE COUNCIL

# **MINUTES**

## **GENERAL MEETING**

**Wednesday 31 October 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 4.00 pm.

## 2 DEVOTIONAL SEGMENT

Pastor Peter Holmes from the Redland 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 J L Burns	Councillor Division 5
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:

Mr R Turner	Acting Chief Executive Officer
Mr G Underwood	General Manager Planning & Policy
Mr M Goode	General Manager Customer Services
Mr J Pruss	General Manager Redland Water & Waste
Mr B Lewis	Acting General Manager Corporate Services

### MINUTES:

Mrs J Thomas	Corporate Meetings & Registers Officer
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## 4 RECEIPT AND CONFIRMATION OF MINUTES

Moved by:	Cr Beard
Seconded by:	Cr Ogilvie

That the minutes of the General Meeting of Council held on 26 September 2007 be confirmed.

CARRIED

## **5 MATTERS OUTSTANDING FROM PREVIOUS GENERAL MEETING MINUTES**

### **5.1 REPORT FROM CHIEF EXECUTIVE OFFICER**

#### **5.1.1 PETITION (DIVISION 10) – REQUEST FOR NAMING OF PARK**

At the General Meeting of 2 May 2007, Council resolved that petition requesting to name parkland in Fisher Road, Thorneside, be received and referred to the appropriate area of Council for consideration and report to the relevant Committee.

A report addressing this petition is proposed for the Planning and Policy Committee meeting scheduled for 14 November 2007.

#### **5.1.2 PETITION (DIVISION 2) – REQUEST FOR NEW TOILET BLOCK AT TOONDAH**

At the General Meeting of 26 September 2007, Council resolved that the petition requesting Council consider a new toilet block at Toondah be received and referred to the appropriate area of Council for consideration and a report to Council.

A report addressing this petition will be presented to a future Planning and Policy Committee meeting.

#### **5.1.3 PETITION (DIVISION 2) – REQUEST FOR COUNCIL TO RECONSIDER THE CANAL LEVY CHARGES**

At the General Meeting of 26 September 2007, Council resolved that the petition requesting Council reconsider the Canal Levy Charges be received and referred to the appropriate area of Council for consideration and a report to Council.

A report addressing this petition will be presented to a future Planning and Policy Committee meeting.

#### **5.1.4 PETITION (DIVISION 4) – REQUEST FOR ROADWORKS – OOYAN STREET, COOCHIEMUDLO ISLAND**

At the General Meeting of 26 September 2007, Council resolved that the petition requesting Ooyan Street to be included in the current roadworks program be received and referred to the appropriate area of Council for consideration and a report to a future Planning and Policy Committee meeting.

A report addressing this petition will be presented in due course.

#### **5.1.5 CAPALABA BUSINESS PRECINCT**

At the General Meeting of 26 September 2007 (item 10.5.1), it was resolved that a report be brought back to a future Planning & Policy Committee meeting defining the area of the Capalaba Business Precinct to allow this to be identified for promotion within the Shire.

A report regarding this matter is proposed for the Planning and Policy Committee meeting scheduled for 14 November 2007.

#### **5.1.6 SAFE COMMUNITIES PROGRAM**

At the General Meeting of 26 September 2007 (item 10.5.2), it was resolved that a report be prepared on the Safe Communities Program and its applicability to the Redlands community as a means to:

- a) Assisting Council to meet its obligations under the Corporate Plan and Community Safety Policy;
- b) Determining the best way forward for community members and organisations with a demonstrable focus on, and commitment to, community safety; and
- c) Identifying other options to strengthen the community's capacity to respond to safety issues.

A report will be presented to a future Planning and Policy Committee meeting.

## **6 PUBLIC PARTICIPATION**

### **MOTION TO ADJOURN MEETING**

Moved by: Cr Dowling  
Seconded by: Cr Henry

That the proceedings of the meeting adjourn for a public participation segment.

CARRIED

#### Speakers

1. Mr John Snell of Raby Bay addressed Council briefly in relation to whether the recent *Petition (Division 2) – Request for Council to Reconsider the Raby Bay Canal Levy Charges* would be presented to an open committee meeting.
2. Mr George Harris of Raby Bay addressed Council in relation to Council's future consideration of recent petition to reconsider the Raby Bay Canal Levy Charges.
3. Mr John Conley of Redlands Tourism addressed Council in relation to the Dunwich Visitor Information Centre matter.

### **MOTION TO RESUME MEETING**

Moved by: Cr Henry  
Seconded by: Cr Barker

That the proceedings of the meeting resume.

CARRIED



## 7 PETITIONS/PRESENTATIONS

Permission was granted for the following petitions to be presented:

### 7.1 PETITION (DIVISION 2) – REQUESTING THAT COUNCIL STOP APPROVING SMALL LOT HOUSES AT AMITY

Moved by: Cr Ogilvie  
Seconded by: Cr Henry

That the petition, which reads as follows, be received and referred to the Land Use Planning Group for consideration and a report back to Council:

*“We, the undersigned, request that Council:*

- 1. Stop approving small lot houses at Amity. These houses are only suitable for the mainland and are detrimental to the character and lifestyle of Amity; and*
- 2. Do a “Local Area Plan” so that development controls for this special place can be enacted. We are not the Mainland and do not want to look like it.”*

**CARRIED**

### 7.2 PETITION (DIVISION 5) – REQUESTING THAT COUNCIL PROVIDE A BITUMEN SEAL TO ROADS ON PERULPA ISLAND

Moved by: Cr Burns  
Seconded by: Cr Williams

That the petition, which reads as follows, be received and referred to the appropriate area for consideration and a report back to Council.

*“We, the undersigned request that Council provide a bitumen seal to the roads on Perulpa Island, namely Blue Bay Crescent and Calm Waters Crescent to remedy the dust nuisance caused by ever increasing levels of traffic. The mass and frequency of these dust clouds are now at levels that exceed World Health Organisation guidelines. As these roads form part of Council’s own “Tourist Drive” network, which in turn drives traffic to this location and exacerbates the problem, as well as the extraordinary population growth in this area, this request should be given Council’s urgent attention”.*

**CARRIED**

**7.3 PETITION (DIVISION 6) – REQUESTING COUNCIL REFUSE APPLICATION TO CONSTRUCT QUARRY AT MT COTTON**

Moved by: Cr Bowler  
Seconded by: Cr Henry

That petition, which reads as follows, be received and referred to the appropriate Council department for a report to the Development Assessment Committee as part of the assessment process:

*“We request that the Councillors of Redland Shire Council refuse the application to construct the Barro Group Quarry at Mt Cotton as the site has significant habitat and biodiversity values. The noise and dust impacts on the surrounding residents will be unacceptable. The increased trucks on the road will be dangerous. The site is within Koala Coast and will have serious effects on the existing koala population which has been shown to be in decline due to loss of habitat”.*

**CARRIED**

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

Nil

**9 DECLARATION OF INTEREST ON ANY ITEMS OF BUSINESS**

It is noted that Cr Dowling declared a conflict of interest in item 10.1.2 *Visitor Services Strategy for the Redland Shire* and voted in favour of the recommendation.

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## 10 PLANNING & POLICY COMMITTEE 17/10/07 - RECEIPT AND ADOPTION OF REPORT

Moved by: Cr Burns  
Seconded by: Cr Ogilvie

That the following Planning & Policy Committee Report of 17 October 2007 be received.

CARRIED

### DECLARATION OF OPENING

Cr Burns declared the meeting open at 9.00 am.

### RECORD OF ATTENDANCE AND LEAVE OF ABSENCE

#### Members Present

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 M A Elliott	Councillor Division 7
Cr A R Beard	Councillor Division 8
Cr K M Williams	Councillor Division 9 (Entered at 9.01 am)
Cr H J Murray	Councillor Division 10 (Entered at 9.08 am)

#### Committee Manager

Mr M Goode	Acting General Manager Planning & Policy
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#### Officers

Mrs S Rankin	Chief Executive Officer
Mr J Pruss	General Manager Redland Water & Waste
Mr A Burgess	Manager Economic Development
Mr W Dawson	Manager Land Use Planning
Mr G Photinos	Manager Environmental Management
Mr D Elliott	Manager Infrastructure Planning
Ms J Sommer	Tourism Development Co-ordinator
Mr M Beekhuizen	Strategic Planning Advisor
Mr W Mortlock	Senior Advisor Environmental Management
Mr D Carter	Senior Advisor Natural Environment

#### Minutes

Mrs J Thomas	Corporate Meetings & Registers Officer
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**PUBLIC PARTICIPATION AT MEETING**

Moved by: Cr Dowling  
Seconded by: Cr Henry

That the meeting be adjourned for a 15 minute public participation segment.

CARRIED

1. Ms Melva Hobson of Wellington Point addressed Committee in relation to *Visitor Information Services to Redland Shire EDU-0001C* and *Visitor Services Strategy for the Redland Shire*;
2. Mr John Conley of Redlands Tourism addressed Committee in relation to *Visitor Information Services to Redland Shire EDU-0001C*.

Moved by: Cr Barker  
Seconded by: Cr Bowler

That the meeting resume.

CARRIED

**DECLARATION OF INTEREST**

Cr Dowling declared a conflict of interest in *Item 1.1 Visitor Information Services to Redland Shire – EDU-0001C* and *Item 1.2 Visitor Services Strategy for the Redland Shire*, stating that he had a friendship with one of the people involved who had also been a neighbour.

Cr Williams declared a material personal interest in *Item 2.1 Council Owned Land on the Southern Moreton Bay Islands*.

**ORDER OF BUSINESS**

Moved by: Cr Dowling  
Seconded by: Cr Elliott

That the order of business be altered to discuss *Visitor Information Services to Redland Shire – EDU-0001C* as the first item of business, *Visitor Services Strategy for the Redland Shire* as the second item of business and *Macleay Island Centres Strategy Review* as the third item of business.

CARRIED

Cr Beard left the meeting at 10.42 am (during item 1.2) and returned at 10.48 am (during item 1.2); Cr Henry left the meeting at 10.56 am (during item 1.2) and returned at 11.01 am (during item 1.2); Cr Burns vacated the chair at 11.37 am (during item 1.2); Cr Beard presided; Cr Burns returned to the meeting at 11.48 am (during item 1.2); Cr Ogilvie left the meeting at 12.07 pm (during item 1.2) Cr Bowler

left the meeting at 12.08 pm (during item 1.2) and returned at 12.15 pm (restart of item 1.1) Cr Beard vacated the chair at 12.15 pm (restart of item 1.1); Cr Burns presided. Cr Burns vacated the chair at 12.24 pm (start of item 1.3); Cr Dowling presided; Cr Williams left the meeting at 12.25 pm (during item 1.3) and returned at 12.32 pm (during item 1.3); Cr Murray left the meeting at 12.37 pm (during item 1.3) and returned at 12.50 pm (during item 1.3); Cr Elliott left the meeting at 12.41 pm (during item 1.3) and returned at 12.48 pm (during item 1.3); Cr Dowling vacated the chair at 1.05 pm (during item 1.3); Cr Beard presided; Cr Dowling left the meeting at 1.05 pm (during item 1.3); Cr Burns left the meeting at 1.30 pm (end of item 1.3) and returned at 1.46 pm (during item 1.8); Cr Murray left the meeting at 1.48 pm (during item 1.8); Cr Beard vacated the chair at 1.52 pm (start of item 1.9); Cr Burns presided; Cr Bowler left the meeting at 1.58 pm (during item 1.9) Cr Ogilvie left the meeting at 1.58 pm (during item 1.9); Cr Beard left the meeting at 2.26 pm (during general business).

## 10.1 PLANNING AND POLICY

Cr Dowling declared a conflict of interest in this item at the Committee meeting on 17 October 2007 and remained in the meeting during discussion and decision on this matter.

### 10.1.1 VISITOR INFORMATION SERVICES TO REDLAND SHIRE - EDU-0001C

**Dataworks Filename:** Redland Shire Visitor Information Centre  
**Attachment:** [Table 3 – VIC Visitation Statistics](#)  
**Responsible Officer Name:** Alan Burgess  
Manager Economic Development  
**Author Name:** Jan Sommer  
Tourism Development Coordinator

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## EXECUTIVE SUMMARY

At the General Meeting of 29 August 2007, Council resolved to call for quotations to extend the provision of Visitor Information Services [VIS] to the Redland Shire beyond the life of the current contract for a further six (6) months with the option of a three (3) month extension.

Quotations were invited on Wednesday, 12 September 2007 from businesses and organisations that have previously expressed interest in delivering visitor information services to the Redland Shire.

Quotations closed on Wednesday, 26 September 2007 with only one quotation being received from Tourist Association of the Redlands Inc. trading as Redlands Tourism.

The evaluation process is now complete for the quotation received and for the specified period of six (6) months with the Council option to extend for a further three (3) months the quotation is for a total of \$191,608. This exceeds the *Local*

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*Government Act* limit of \$150,000 for quotations, as contained in Section 484 of the *Local Government Act 1993*. Quotations in excess of \$150,000 must be facilitated through an open tender process.

The value of the quote is considered well above industry standard for this service and in no way represents value for money to Council.

## PURPOSE

The purpose of this report is to advise Council on the outcome of the request for quotation for the visitor information services contract in accordance with the Council resolution of 29 August 2007.

## BACKGROUND

Council invited quotations for VIS to the shire in December 2006 for an initial period of six (6) months with the option of a three (3) month extension whilst the Visitor Services Strategy was prepared to determine the future delivery of visitor information services.

The quotation from Redlands Tourism for a total of \$132,015 (GST excl) was accepted being \$88,010 (GST excl) for the initial six (6) months plus \$44,005 (GST excl) for the three (3) month extension.

In 2006, Redland Shire Visitor Information Centre (VIC) recorded a total of 9,029 walk-ins. During an interview for the Visitor Services Strategy, the General Manager of Redlands Tourism, Patsy Wilshire, indicated the ratio of walk-ins to telephone/email enquiries was 60:40 respectively, which would equate to a total of 12,729. She further indicated not all the telephone/email enquiries were general enquiries, as many related to Redlands Tourism membership and other business.

The following table provides a comparison of the contract cost per enquiry for the two previous contracts and the current quotation.

**Table 1 – COST COMPARISONS FOR VIC CONTRACTS**

<b>Contract Cost (GST Exclusive)</b>	<b>Annualised Cost</b>	<b>Enquiries</b>	<b>Cost/Enquiry</b>
Contract Cost (pre 2006) @ \$10,841/month	\$130,095	12,729	\$10.22
Current Contract @ \$14,668 / month	\$176,016	12,729	\$13.83
Quotation @ \$19,354 / month	\$232,250	12,729	\$18.25

*Walk-in total based on 2006 total of 9029. Walk-in / telephone & email total based on 60:40 ratio as reported by General Manager, Redlands Tourism and generically termed "enquiries".*

*All the above costs are calculated GST exclusive.*

A comparison can be drawn with a Visitor Information Centre receiving high personal, telephone, email and online booking enquiries of 85,000 per annum, where the cost is \$3.91 per enquiry.

Whilst undertaking interviews for the Visitor Services Strategy with Tourism Officers / Visitor Centre Supervisors, relating to eight (8) VICs within the Greater Brisbane region, the following information was obtained:

**Table 2 – SEQ VISITOR INFORMATION CENTRE - COMPARISON**

<b>VIC</b>	<b>Enquiries (Walk-in)</b>	<b>Staffing</b>	<b>Authority</b>
Queen Street Mall	439,645	Full-time staff (3) Part-time staff (6) Volunteers – roving in mall environs (70)	Brisbane Marketing (Quasi Govt Authority)
Redcliffe Central Woody Point	33,454 (24,461) (8,993)	Volunteers Tourism Officer (supervision remote from VICs)	Local Government Authority
Caboolture Caboolture Bribie Island	38,894	Volunteers Supervisor – one only for both centres (F/T) Weekend staff (2 p/t)	Local Government Authority
Manly	6,845	Volunteers Supervisor (P/T)	Private / Chamber of Commerce
Ipswich	20,663	Volunteers Full-time (2) Part-time (1)	Local Government Authority
Redland Shire Cleveland	9,029	Tourism Officer (F/T) Trainee (F/T) Weekend Officer – 12 hours (P/T) Accounts Officer – hours unknown (P/T) Volunteers	Private (funded by Local Government Authority)
Gold Coast* Surfers Paradise Coolangatta	212,781 37,587	Visitor Centre Manager No other staff details provided	Private – RTO

\* Gold Coast Tourism also operate accredited VICs at Harbour Town, Beenleigh & Nerang (numbers unknown)

Given that Redland Shire VIC records 9,029 walk-ins and in comparing totals recorded by other centres and the staff resources allocated to provide information services, the quotation specifications suggested that one (1) paid staff member each day, supported by a team of volunteers, would adequately meet the service

requirements. Whilst direct comparisons on costs cannot be drawn between centres in the Greater Brisbane region, given the range of operating costs and resources allocated to providing services, an indicative figure of \$130,000 per annum for the level of enquiry is not unreasonable. It would suggest that the original contract price of \$130,092 plus CPI increases would be appropriate.

The quotation received by Redlands Tourism nominates two (2) full-time front counter staff mid week, one (1) part-time staff member for weekend duties and a shared role for Accounts/Administration/Supervision for the Acting Manager/Accounts Officer (no hours nominated). In the quotation documentation this equates to an annualised cost for staff alone of \$168,100. This is far in excess of staff resources for any other VIC in the Greater Brisbane region, with the exception of Queen Street Mall VIC which has three (3) full time staff, six (6) part-time staff and services over 400,000 enquiries annually.

An analysis of the distribution of the Redlands on Moreton Bay Visitor Guide from January to August 2007 from the two major VICs in the Greater Brisbane area, demonstrates that visitors to the Redland area are accessing information prior to visiting the area, and the distribution totals are presented in the table below.

Centre	Distribution
Redland Shire VIC	1,280
Queen Street Mall VIC	1,600*
Brisbane Airport (International & Domestic Terminals)	3,520*

\* February not included for Queen St Mall & Brisbane Airport due to publication of new guide

## ISSUES

The quotation received from Redlands Tourism to deliver visitor information services for the Redland Shire has exceeded \$150,000 and therefore is outside the quotation specifications as per Section 484 of the *Local Government Act 1993*. Accordingly, a full tender process would need to be followed. Discussions with Redlands Tourism indicate they are unwilling or unable to significantly reduce their costs.

Visitor numbers to the VIC have remained fairly constant over the past two years; refer Table 3 (attached). However, within a period of nine months the cost of delivery of visitor information services by Redlands Tourism, based on the most recent quotation has increased from \$10,841 to \$19,354 per month, this is an increase of 78.5%. This is considered an excessive increase in costs for the delivery of visitor information services for 12,729 annual "enquiries", and therefore represents a very poor return on investment for ratepayers' funds.

In the review of visitor services conducted by Calais Consultants in August 2007 it was noted "*It is apparent that the future of Redlands Tourism as a solvent organisation is under threat. Based on available information and assuming the existing trend continues, it is suggested that the current business model is unlikely to support the Association's sustainability*". It is apparent from the quotation that Redlands Tourism intends to continue operating in its current manner and is



expecting Council to make up its shortfall, despite guidance on levels of service provided in the request for quotation documentation.

Based on previous years and allowing a reasonable increase for inflation the budget for the VIC was approved at \$150,000. At the time of awarding the first six (6) month contract with the option of a three (3) month extension, at \$14,668 per month, Council was informed the impact on the 2007/08 budget, assuming the contract ran for the entire financial year, would be a \$26,000 overspend. Should the proposed quotation be accepted for the remainder of the financial year the total cost will be \$211,841.16 and will require an additional \$62,000 to be approved in the budget.

### **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 current budget for 2007/08 for the delivery of visitor services is \$150,000. The implications for the proposed quotation for the remainder of the financial year will require an increase in budget of \$62,000.

### **PLANNING SCHEME IMPLICATIONS**

It is considered that the outcome of recommendations in this report will not require any amendment to the Redlands Planning Scheme.

### **CONSULTATION**

The following officers were consulted in the preparation of this report:

- Manager Economic Development;
- Acting Contracts Services Manager; and
- Tenders and Contracts Support Officer.

### **OPTIONS**

#### **PREFERRED**

That Council resolve to terminate the quotation process and seek alternative options for the provision of visitor information services, to be resolved within 12 months.

#### **ALTERNATIVE**

That Council resolve to negotiate with potential suppliers to procure the required services, within the Council allocated budget.

**OFFICER'S RECOMMENDATION**

That Council resolve to terminate the quotation process for contract EDU-0001C and seek alternative options for the provision of visitor information services, to be resolved within 12 months.

Prior to discussion on this item, the officers presented a revised recommendation for consideration by Committee.

**REVISED OFFICER'S RECOMMENDATION**

That Council resolve as follows:

1. Not to accept any quotations and terminate the current quotation process for contract EDU-0001C;
2. To seek alternative options for the longer term provision of visitor information services; and
3. As an interim measure:
  - a) to procure the required visitor information centre services, in accordance with the *Local Government Act 1993*, for a period of six months, with the option of a further three months, within the current Council allocated budget; and
  - b) That the Chief Executive Officer be authorised to make, vary and discharge this contract.

**COMMITTEE DISCUSSION**

After some discussion on this matter, it was agreed that the next item on the agenda, the Visitor Services Strategy, should be considered prior to forming a Committee recommendation on this item.

**PROCEDURAL MOTION**

Moved by: Cr Elliott

That the item lie on the table until *Item 1.2 Visitor Services Strategy for the Redland Shire* has been considered.

CARRIED

**PROCEDURAL MOTION**

*In accordance with Subordinate Local Law No 5 (Meetings), prior to further consideration of this matter, a motion, "that the matter be taken from the table", may be moved at the meeting at which that procedural motion was carried or at any later meeting.*

Moved by: Cr Ogilvie

That the matter be taken from the table and discussed.

CARRIED

The following motion was moved:

Moved by: Cr Beard  
Seconded by: Cr Ogilvie

**That the Revised Officer's Recommendation be adopted.**

### **PROPOSED AMENDMENT MOTION**

Moved by: Cr Bowler  
Seconded by: Cr Elliott

That the words, "for a period of six months – with the option of a further three months" be deleted and the following words be inserted, "for the period to 30 June 2008" in recommendation 3 a) – to read as follows:

- 3 a) to procure the required visitor information centre services, in accordance with the *Local Government Act 1993*, for the period to 30 June 2008, within the current Council allocated budget.

On being put to the vote the amendment motion was LOST.

Cr Beard's motion was then put to the vote and **CARRIED**.

Therefore, the following Committee Recommendation is presented to Council for consideration:

### **COMMITTEE RECOMMENDATION/ COUNCIL RESOLUTION**

Moved by: Cr Burns  
Seconded by: Cr Barker

**That Council resolve as follows:**

- 1. Not to accept any quotations and terminate the current quotation process;**
- 2. To seek alternative options for the longer term provision of visitor information services; and**
- 3. As an interim measure:**
  - a) to procure the required visitor information centre services, in accordance with the *Local Government Act 1993*, for a period of six**

months – with the option of a further three months, within the current Council allocated budget; and

- b) That the Chief Executive Officer be authorised to make, vary and discharge this contract.

**CARRIED**

Cr Dowling declared a conflict of interest in the following item at the Committee Meeting on 17 October 2007 and at today's General Meeting and remained in the meeting during discussion and decision on this matter.

### **10.1.2 VISITOR SERVICES STRATEGY FOR THE REDLAND SHIRE**

**Datworks Filename:** Redland Shire Visitor Services Strategy

**Attachments:** [Visitor Services Strategy](#)  
[Review of Visitor Services](#)

**Responsible Officer Name:** Alan Burgess  
Manager Economic Development

**Author Name:** Jan Sommer  
Tourism Development Coordinator

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### **EXECUTIVE SUMMARY**

Council annually allocates resources for the delivery of visitor services from Redland Shire Visitor Information Centre (VIC) in Cleveland. The centre is accredited through the Queensland Visitor Information Accreditation Program, managed by Tourism Queensland, and in 2006 recorded 9029 walk-in visitors.

The information needs and expectations of present day visitors has changed significantly over the past 10 years and the role of VICs has also altered to address these trends.

Remote access, information and communications technology has revolutionised the distribution channels and enabled destination marketers to reach potential visitors in a more targeted manner.

The process is very customer-centric and customer relations management is no longer just a front-line person to person issue, but a strategic issue involving all channels at each stage of the customer journey. There is a need to understand visitor needs for information at the various stages along the decision process and also throughout the journey.

The role of the VIC is still integral to visitor services, providing an intermediary role and reducing uncertainty for visitors whose needs cannot be fully met by the use of the internet and mobile technology and offering expertise in local knowledge. However, VICs need to become more commercially focused and look to sources of revenue to help offset operational costs.

The strategy highlights these competing issues and identifies how practical outcomes can be achieved.

## PURPOSE

The purpose of the Visitor Services Strategy is to investigate and review current and future visitor services needs and how these can best be addressed for the Redland Shire.

## BACKGROUND

In December 2006, Council resolved to terminate the tender process for a three year contract for the delivery of visitor services at Redland Shire Visitor Information Centre and further that a Visitor Services Strategy be prepared to determine the future delivery of visitor services in the shire.

Calais Consultants was commissioned to undertake four (4) workshops with Councillors, key stakeholders and the tourism industry and prepare a report at the conclusion. The Review of Visitor Services Report, prepared by Satwant Calais, principal of Calais Consulting, is included wholly within the Visitor Services Strategy as an Appendix and is referred to throughout the document.

## ISSUES

The macro issues identified in the Visitor Services Strategy relate to socio-cultural and demographic, innovation and technology and the competitive environment as follows:

- the information needs and expectations of current and future visitors;
- the impact of information and communication technology on visitor services; and
- determining how changing customer expectations over the next decade will affect the required balance of provision between traditional and emerging methods of visitor servicing.

On a micro level the issues are listed in a SWOT analysis, followed by an audit that identifies the following matters:

- Printed collateral;
- Websites; and
- Telephone

Whilst the workshop content and discussions were directed to visitor services, wider issues were aired, and together are detailed in the report, p 23 – 32 as follows:

Existing Visitor Information Centres (Cleveland & Dunwich)

Stakeholder Concerns

- a. Vision for the Future;
- b. State of the Industry;

- c. Marketing;
- d. Signage;
- e. Visitor Services.

### Implications

The action plan in the strategy draws together all the above issues.

### **RELATIONSHIP TO CORPORATE PLAN**

The recommendation primarily supports Council's strategic priority to enhance employment participation and the community's standard of living through encouraging economic development opportunities.

### **FINANCIAL IMPLICATIONS**

No additional funds will be required to implement the recommendations 1 to 5 of this report, however, recommendation 6 may require additional funding for which Council approval will be required.

It should be noted, a component of the 2007/08 budget has been committed to the delivery of visitor information services at Redland Shire Visitor Information Centre. To implement the initiatives proposed in the strategy, it will be necessary to reassess the sole allocation of funds for this purpose and to engage with the local tourism and business community, commercial and franchise partners to investigate alternative funding opportunities. The recurring budget for the VIC is approximately \$150,000 of this \$130,000 should be for the primary VIC with the remaining \$20,000 available for the supplementary centres.

### **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 occurred during the planning and preparation of this strategy with a wide range of stakeholders through personal interviews, telephone interviews and workshops including:

- Redland Shire Council;
- Redlands Tourism;
- Redland Shire tourism industry;
- Tourism industry alliances (Tourism Queensland, Brisbane Marketing, Greater Brisbane Region);

- Consultant;
- Local businesses;
- Transport operators;
- Academics from research institutions (University of Queensland);
- Visitors;
- Potential visitors.

### **OFFICER'S RECOMMENDATION**

That Council resolve to endorse the Visitor Services Strategy, including the Review of Visitor Services Report, and the key findings and recommendations as follows:

Finding:

1. A collaborative approach to tourism in the Redlands is essential for future growth and development of the tourism industry.

Recommendations:

1. Establish a hierarchy of visitor services, including a primary accredited Visitor Information Centre, supported by non accredited supplementary centres on the islands and mainland;
2. Engage "captured" audience via multimedia presentations and destination information on water transport vehicles;
3. Rationalise critical destination marketing tools to a single website and visitor guide reflecting the Redlands on Moreton Bay branding;
4. Direct all marketing initiatives to 1300 telephone number and single website, incorporating the online booking service offered by Brisbane Marketing, to deliver comprehensive customer service;
5. Install a KPI system which provides a clear picture of services being provided and the ability to track the response to marketing campaigns. This includes a dedicated 1300 telephone line and statistics for online and email bookings; and
6. Investigate the financial viability and effectiveness of stand alone information kiosks and report back to Council with recommendations and budget implications.



**COMMITTEE DISCUSSION**

Discussion took place on this item and some amendments were proposed to be recommended to Council in the form of the following motion:

Moved by: Cr Seccombe  
Seconded by: Cr Williams

That Council resolve as follows:

1. To endorse the Visitor Services Strategy for further consultation including a full review of the Visitor Services Report and the key findings and recommendations; and
2. To establish a collaborative Tourism Working Group:

Recommendations for consideration:

- a. Definition of roles and responsibilities of Council and Local Tourism Organisations for tourism in Redland Shire;
- b. Establishment of a hierarchy of visitor services, including a primary accredited Visitor Information Centre, supported by non accredited supplementary centres on the islands and mainland;
- c. Engage a "captured" audience via multimedia presentations and destination information on water transport vehicles;
- d. Rationalise critical destination marketing tools to a single website and visitor guide reflecting the Redlands on Moreton Bay branding;
- e. Direct all marketing initiatives to a 1300 telephone number and single website, incorporating the online booking service offered by Brisbane Marketing, to deliver comprehensive customer service;
- f. Install a Key Performance Indicator system which provides a clear picture of services being provided and the ability to track the response to marketing campaigns. This includes a dedicated 1300 telephone line and statistics for online and email bookings; and
- g. Investigate the financial viability and effectiveness of stand alone information kiosks and report back to Council with recommendations and budget implications.

**AMENDMENT MOTION**

Moved by: Cr Murray  
Seconded by: Cr Dowling

That recommendation 1 include the words "*consistent with the recommendations of the Calais report plus two councillors*" after the word "group".

The amendment was put.

On being put to the vote the amendment was declared **CARRIED** (on the casting vote of the Acting Chair).

(Cr Bowler was absent from the meeting when the vote was taken).

The motion with the amendment became the motion and was put as follows and now becomes the Committee Recommendation:

### **COMMITTEE RECOMMENDATION**

**That Council resolve as follows:**

- 1. To endorse the Visitor Services Strategy for further consultation including a full review of the Visitor Services Report, and the key findings and recommendations;**
- 2. Establish a collaborative Tourism Working Group consistent with the recommendations of the Calais report, plus two councillors.**

**Recommendations for consideration:**

- a) Definition of roles and responsibilities of Council and Local Tourism Organisations for tourism in Redland Shire ;**
- b) Establishment of a hierarchy of visitor services, including a primary accredited Visitor Information Centre, supported by non accredited supplementary centres on the islands and mainland;**
- c) Engage “captured” audience via multimedia presentations and destination information on water transport vehicles;**
- d) Rationalise critical destination marketing tools to a single website and visitor guide reflecting the Redlands on Moreton Bay branding;**
- e) Direct all marketing initiatives to 1300 telephone number and single website, incorporating the online booking service offered by Brisbane Marketing, to deliver comprehensive customer service;**
- f) Install a KPI system which provides a clear picture of services being provided and the ability to track the response to marketing campaigns. This includes a dedicated 1300 telephone line and statistics for online and email bookings; and**
- g) Investigate the financial viability and effectiveness of stand alone information kiosks and report back to Council with recommendations and budget implications.**

### **COUNCIL RESOLUTION**

Moved by: Cr Ogilvie

Seconded by: Cr Henry

**That the Committee Recommendation be adopted with the following amendment:**

That the words, “Membership of the Group to be agreed at the November 2007 Planning and Policy Committee meeting”, be inserted after the words, “plus two councillors”, in Recommendation No 2, and that a new Recommendation No 3 be added to read, “That the Working Group report back on its findings to Council at the January 2008 meeting of the Planning and Policy Committee”.

The motion was put as follows:

**That Council resolve as follows:**

- 1. To endorse the Visitor Services Strategy for further consultation including a full review of the Visitor Services Report, and the key findings and recommendations;**
- 2. To establish a collaborative Tourism Working Group consistent with the recommendations of the Calais report, plus two councillors. Membership of the group to be agreed at the November 2007 Planning and Policy Committee meeting:**

**Recommendations for consideration:**

- a) Definition of roles and responsibilities of Council and Local Tourism Organisations for tourism in Redland Shire ;**
- b) Establishment of a hierarchy of visitor services, including a primary accredited Visitor Information Centre, supported by non accredited supplementary centres on the islands and mainland;**
- c) Engage “captured” audience via multimedia presentations and destination information on water transport vehicles;**
- d) Rationalise critical destination marketing tools to a single website and visitor guide reflecting the Redlands on Moreton Bay branding;**
- e) Direct all marketing initiatives to 1300 telephone number and single website, incorporating the online booking service offered by Brisbane Marketing, to deliver comprehensive customer service;**
- f) Install a KPI system which provides a clear picture of services being provided and the ability to track the response to marketing campaigns. This includes a dedicated 1300 telephone line and statistics for online and email bookings;**
- g) Investigate the financial viability and effectiveness of stand alone information kiosks and report back to Council with recommendations and budget implications; and**

3. That the Working Group report back to Council on its findings to the January 2008 Planning and Policy Committee meeting.

**CARRIED**

Cr Dowling voted in the affirmative.

### 10.1.3 MACLEAY ISLAND CENTRES STRATEGY REVIEW

**Datworks Filename:** LUP Studies - Macleay Island Centres Review  
**Attachments:** [Macleay Island Centres Strategy Review](#)  
**Responsible Officer Name:** Wayne Dawson  
Manger, Land Use Planning  
**Author Name:** Michael Beekhuzen  
Strategic Planning Advisor

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#### EXECUTIVE SUMMARY

This report presents the findings of the Macleay Island Centres Strategy Review (MICSR) (2007). The purpose of the review was to update the Macleay Island component of the Southern Moreton Bay Islands [SMBI] Centres Strategy that was prepared in 2001 to ensure that sufficient and suitable land has been zoned in the Redlands Planning Scheme [RPS] for centre and island industry uses on Macleay Island to 2026.

The MICSR Report forecasts the need for 7,000m<sup>2</sup> of floor space of in-centre land to 2026. Allowing for buffers, this translates into demand for an estimated land area of 2 hectares for commercial and retail development on Macleay Island to 2026. The estimated land requirement does not make allowance for potential building heights and densities, so the total actual land area required is likely to be less. The review concluded that sufficient land has been already allocated in the SMBI Centre and Local Centre Sub-Area 1 zones on Macleay Island to accommodate forecast demand for centre based uses to 2026.

To accommodate future demand for island industries, the review forecast demand for 1.5 hectares of land to 2026. The Redlands Planning Scheme has allocated approximately 1.1 hectares for island industry uses on Macleay Island. Whilst this indicates a potential shortage of island industry land to 2026 on Macleay Island, the SMBIs need to be considered as a whole for island industry [and commercial] land. In this regard, analysis undertaken in preparation of the RPS in 2004, confirmed the amount of land zoned for Island Industry purposes on Russell Island can satisfy any excess demand to 2026 from Macleay Island. Accordingly, any excess demand for industrial land on Macleay Island can be accommodated in the larger area on Russell Island zoned Island Industry and potentially within the future island industry area also on Russell Island.

#### PURPOSE

The purpose of this report is to present the findings of the Macleay Island Centres Strategy Review [2007] for Council adoption for planning purposes.

## BACKGROUND

The SMBI Centres Strategy was prepared in 2001 to assist in the preparation of the RPS. The 2001 *SMBIs Centres Strategy* built upon previous work undertaken in 1998 through the *Economic Development Strategy* of the *SMBI Planning and Land Use Strategy [SMBIPLUS]*. The SMBI Centres Strategy identified opportunities for the establishment of employment generating uses which recognise the unique location and character of the SMBIs, and address the employment needs of the SMBIs as a whole. The focus of the Strategy was to identify suitable land for the establishment of retail and service activities [commercial and service trade use] to meet the needs of the resident population and the outgrowth of home business. The *SMBIs Centres Strategy* formed the basis for the centre designations and provisions of the RPS.

## ISSUES

The Macleay Island Centres Strategy Review included the following key steps to determine the capacity of Macleay Island's activity centres and island industry area to satisfy demand for employment lands to 2026:

1. local policies and strategies that influence and inform centres planning and development on Macleay Island;
2. assessment of Macleay Island's changing population and evolving economy in the context of the SMBI and Redland Shire;
3. forecasting employment growth and related employment land requirements to 2026 on Macleay Island based on the preceding steps; and
4. Assessment of the capacity of Macleay Island to satisfy forecast demand for employment land to 2026.

The following summarises the key aspects of each of the above steps.

### **1. Informing Centres Planning on Macleay Island: The Local Policy Environment**

Redland Shire's major centres of Capalaba, Cleveland and Victoria Point provide the highest order of services to the SMBIs in terms of high order retail, commercial and administrative services as well as employment opportunities. Further employment opportunities are proposed to be established on the mainland in the southern part of the Shire which will also provide employment opportunity for residents of the SMBIs. The importance of an efficient transportation system to access these mainland destinations is recognised through the SMBI Integrated Local Area Transport Plan.

On the SMBIs, the SMBI Centre zone is the principal or highest order centre on the SMBIs and is located surrounding the ferry terminals to form the gateway and service hub on Macleay, Russell and Lamb Islands. The SMBI Centre zone provides land with high accessibility [walkable from the ferry terminals] for the consolidation of a range of complementary centre based activities including commercial, retail and small scale service trade uses to service the SMBIs group as a whole as well as visitors and tourists. Specifically, the SMBI Centre zone is intended to:

- provide for the establishment of 'Island themed centres' primarily accommodating a range of compatible commercial, retail and service trade activities;
- provide the gateway and service hub forming a cluster of uses that visitors and SMBI residents can conveniently access; and
- Accommodating high order community infrastructure and island transport infrastructure.

The RPS also provides for local centres on Russell, Macleay and Lamb Islands through the Local Centre Sub-Area 1 zone. These local centres are intended to provide the convenience shopping and personal service activities for surrounding residential areas.

The Island Industry Zone provides opportunity on Russell and Macleay Islands for service industry and island industry that support the SMBI population, but due to servicing requirements and potential amenity impacts, would not be appropriate in the SMBI Centre or Local Centre Sub-Area LC1 zones. These uses may include motor vehicle panel repairs, food processing, fabrication or engineering and other activities required to support the SMBIs population. Employment self-sufficiency is not expected on the SMBIs, given their capacity to access employment opportunity on the mainland and the unique character and setting of the Islands within the Moreton Bay Marine Park.

The RPS actively protects the primacy of the Island Centres through the discouragement of out-of-centre development and the provision of sufficient and suitable land within the SMBI activity centre network [SMBI Centre & Local Centre Sub-Area 1 zones]. It should however be noted that the recent Redland Shire Centres and Employment Review [2007] undertaken to assist in the preparation of the Redlands Local Growth Management Strategy identified the need to establish criteria to assess the net community benefit/cost of proposals for out-of-centre development that considers matters such as:

- employment outcomes;
- the impact on public and private investment in centres;
- the impact on the economic performance of the activity centre network;
- the provision of a diversity of services and facilities in activity centres;
- optimisation of infrastructure; and
- Travel demand management.

Opportunities for low-key tourism and ecotourism are also provided on the SMBIs through a number of zones across the Islands [e.g. Rural Non-Urban Sub-Area RN3 and Conservation zones].

## **2. Macleay Island Population Characteristics and Trends**

The latest Australian Bureau of Statistics [ABS] Census of Population and Housing identifies the resident population of Macleay Island at 1,957 in 2006. Based on a future rate of population growth on Macleay Island of 2.7% per annum, it is expected the resident population will reach 3,199 in 2026.

Macleay Island's industry structure is predominately made up of population driven sectors such as retail trade, accommodation, cafes and restaurants, business services and construction. It is forecast that, in line with the SMBI Economic Development Strategy [SMBIPLUS], 'population serving' activities will be increasingly required to meet the needs of the growing resident population on Macleay Island. Accordingly, provision for the 'population serving' activities will be primarily catered for in the SMBI Centre zone.

## **3. Macleay Island Employment Forecasts and Demand for Employment Land**

The forecast employment demand, and therefore, the demand for employment land on Macleay Island assumes that, consistent with the economic development strategy for the SMBIs and broader economic trends, influences and prospects, Macleay Island will continue to develop its 'population serving' industries such as retail trade, personal and other service, accommodation and cultural and recreation services. There is also potential opportunities to develop 'population supporting' activities on Macleay Island such as day tripping and tourism, recreational boating and education.

The Centres Strategy Review forecast that the level of employment on Macleay Island will increase from the current 407 jobs to 726 jobs by 2026 [increase of 320 jobs or 79%]. This growth is forecast to occur predominately in the island's 'population driven' sectors.

The forecast employment is predominately in-centre employment growth with an estimated growth of 235 in-centre jobs. To accommodate the forecast level of in-centre employment growth to 2026 an estimated 7,000m<sup>2</sup> of floorspace is required within the SMBI Centre and Local Centre Sub-Area LC1 zones on Macleay Island. Allowing for buffers, this translates into demand for an estimated land area of 2 hectares for commercial and retail development on Macleay Island to 2026. The estimated land requirement does not make allowance for potential building heights and densities, so the total land area actually required is likely to be less.

In addition, some future employment on Macleay Island to 2026, due to its potential off-site impact, would need to be located within the Island Industry zone. It has been forecast that Macleay Island will experience an increase of 85 'non-centre' or industrial jobs by 2026. This translates into an industrial land requirement to accommodate this forecast growth of approximately 1.5 hectares. This allows for all buffers, easements etc.

The following table summaries the forecast level of employment growth and associated land requirements:



<b>Macleay Island Forecast Employment [in-centre and island industry employment and land requirements]</b>	
Total Employment 2006	407 jobs
Total Forecast Employment 2026	726 jobs
Forecast Employment Growth, 2006-2026	320 jobs
Forecast In-centre Employment Growth, 2006-2026	235 jobs
Estimated In-centre Land Requirement	2 hectares
Forecast Island Industry Employment Growth	85 jobs
Estimated Island Industry Land Requirement	1.5 hectares

#### **4. Macleay Island Supply of Employment Land**

The Macleay Island Centres Strategy reviewed the capacity to accommodate forecast employment demand and associated employment lands by comparing the forecast employment land demand to 2026 with Macleay Island's current allocation of centre and industry zoned land including a broad analysis of the suitability of such lands.

##### *SMBI Centre and Local Centre Sub-Area LC1 Zones*

An analysis of land availability within the SMBI Centre zone on Macleay Island identified 3 hectares of vacant land and 2.2 hectares of land containing non-preferred uses [i.e. Dwelling house] having redevelopment potential. In addition 0.8 hectares of land is vacant in the Local Centre Sub-Area LC1 zone. On this basis, sufficient land is available to accommodate forecast centre based employment to 2026 of 2 hectares.

However, consideration also needs to be given to the suitability of available land in terms of its market readiness. For example, if the available land is constrained by topography, conservation, flooding and drainage issues, or issues of multiple ownership, then the amount of available land to satisfy forecast demand for in-centre employment lands may be reduced.

In order to provide an estimate of available land in the SMBI Centre a number of potentially constraining factors were considered. These included:

- topography;
- drainage/flooding constrained land;
- conservation issues;
- infrastructure limitations; and
- Lot size and ownership considerations.

Whilst some land within the SMBI Centre was found to be constrained or partially constrained by the above, on balance, these limitations are offset by existing and potential future opportunities to redevelop land for centre uses. As such, the Centres Strategy Review concluded that sufficient land is available or presents a redevelopment opportunity, to satisfy the forecast demand for in-centre employment on Macleay to 2026. Consistent with the current planning and economic development policy framework, future development can and should continue to be consolidated in Macleay Island's higher order activity centre.

### *Island Industry Zone*

The Island Industry zone on Macleay Island consists of approximately 1.1 hectares of land. At present all land zoned Island Industry on Macleay Island is vacant. It is owned by Council and currently used as a material stockpile area. It is forecast that 1.5 hectares of industrial land is required to accommodate forecast employment growth to 2026. Whilst this indicates a potential shortage of island industry land to 2026 on Macleay Island, the SMBIs need to be considered as a whole for island industry [and commercial] land. In this regard analysis undertaken in preparation of the RPS in 2004, confirmed the amount of land zoned for Island Industry purposes on Russell can satisfy any excess demand to 2026 from Macleay Island. Accordingly, any excess demand for industrial land on Macleay Island can be accommodated in the larger area on Russell Island zoned Island Industry and potentially within the future island industry area also on Russell Island.

### **RELATIONSHIP TO CORPORATE PLAN**

The recommendation primarily supports Council's strategic priority to enhance employment participation and the community standard of living through encouraging economic development opportunities.

### **FINANCIAL IMPLICATIONS**

There are no financial implications associated with the Officer's Recommendation.

### **PLANNING SCHEME IMPLICATIONS**

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

### **CONSULTATION**

The MICSR Report represents an internal review of centres and industry land allocations in the RPS for Macleay Island.

**OPTIONS****Preferred**

That Council resolve as follows:

1. To adopt the Macleay Island Centres Strategy Review for planning purposes; and
2. To confirm that no amendment to the Macleay Island activity network in the Redlands Planning Scheme is required at this time. This position will further be monitored in future planning scheme reviews.

**Alternative**

That Council resolve as follows:

1. To adopt the recommendation with amendments as identified; or
2. To not adopt the Officer's Recommendation.

**OFFICER'S RECOMMENDATION**

That Council resolve as follows:

1. To adopt the Macleay Island Centres Strategy Review for planning purposes; and
2. To confirm that no amendment to the Macleay Island activity network in the Redlands Planning Scheme is required at this time. This position will further be monitored in future planning scheme reviews.

**COMMITTEE DISCUSSION**

Discussion primarily centred on the officer's recommendation 2 and whether an amendment to the activity network was required at this time.

It was proposed that Committee would recommend to Council that an amendment to the Macleay Island activity network in the Redlands Planning Scheme was required as it was considered there was a need for a greater opportunity to provide a locality central to the whole of the Island for commercial type land uses that require larger footprints and need to be readily accessible to Macleay Island residents. It was proposed that this would require a review of the current zoned land in the Planning Scheme as this will provide an increased level of facilities and services on the Island and reduce the necessity for the residents to travel off the Island to access such goods, activities and local services.

**COMMITTEE RECOMMENDATION**

That Council resolve as follows:

1. To adopt the Macleay Island Centres Strategy Review for planning purposes;

2. To amend the Macleay Island activity network in the Redlands Planning Scheme to expand the local centre zone at this location with the additional lots included in a sub-area of the local area zone to provide opportunities for uses such as bulky goods showroom and landscape supplies; and
3. That the amendment be drafted by Land Use Planning and presented to Council for approval as part of amendment 2 of the Redlands Planning Scheme.

For clarification purposes, Manager Land Use Planning presented a revised recommendation identifying the location specified for the amendment to the Macleay Island activity network in the planning scheme.

### **REVISED COMMITTEE RECOMMENDATION/ COUNCIL RESOLUTION**

Moved by: Cr Burns  
Seconded by: Cr Barker

**That Council resolve as follows:**

1. **To adopt the Macleay Island Centres Strategy Review for planning purposes with the exception to include an amendment to the Macleay Island activity network in the Redlands Planning Scheme to expand the Local Centre zone at Nunkeri Drive / High Central Road with the inclusion of additional lots (Lots 7 and 8 on RP126474) included in a sub-area of the Local Centre Zone to provide specific opportunities for uses such as bulky goods showroom, garden centre and landscape supply depot and the like; and**
2. **That the amendment be drafted by the Land Use Planning Group and presented to Council for approval as part of Amendment 2 of the Redlands Planning Scheme.**

### **CARRIED**

A division was called for.

Crs Barker, Dowling, Burns, Beard, Williams and Seccombe voted in the affirmative.

Crs Ogilvie, Henry, Bowler, Elliott and Murray voted in the negative.

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

**10.1.4 GREENSPACE ENHANCEMENT ADVISORY GROUP - MINUTES OF 17 SEPTEMBER 2007**

**Dataworks Filename:** GOV Greenspace Enhancement Advisory Group  
**Attachments:** [Minutes of GEAG Meeting 17 September 2007](#)  
**Responsible Officer Name:** Gary Photinos  
Manager, Environmental Management  
**Author Name:** Gary Photinos  
Manager, Environmental Management

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**EXECUTIVE SUMMARY**

The Greenspace Enhancement Advisory Group met on 17 September 2007.

In accordance with Council resolution of 2004, the Chair of the Greenspace Enhancement Advisory Group must present a report on the Advisory Group meetings at the subsequent Planning and Policy Committee meeting.

**PURPOSE**

That Council resolve to consider the report on the proceedings of the Greenspace Enhancement Advisory Group meeting of 17 September 2007.

**BACKGROUND**

- The Greenspace Enhancement Advisory Group was formed by resolution in 2004 and meets on a quarterly basis to provide advice to Council on matters relating to environmental enhancement for greenspace planning in the Shire.
- The last meeting of the Group was held on 17 September 2007.

**ISSUES**

The attached minutes of the Greenspace Enhancement Advisory Group meeting held on 17 September 2007 provide details of the following agenda items:

- The establishment of a Wildlife Land Trust Fund;
- Supporting the Australian Koala Foundation request to have the upgrading of the Koala listed an endangered throughout the South East Queensland Bio region;
- Ratification of the Koala Coordinated Conservation Area Memorandum of Understanding between Redland, Logan and Brisbane City Councils;
- Minister for Main Roads and Transport Correspondence regarding koala friendly road designs, scope of works to be undertaken by the department to retrofit koala hot spots at Cleveland Redland Bay Road, Moreton Bay Road, Finucane Road and Redland Bay Road;

- Update on the Local Growth Management Strategy and Rural Precinct Plan;
- Draft Biodiversity Strategy;
- Progress Report on the Redland Shire Council Koala Summit 2007; and
- General Business items including the re-scheduling of the last meeting of the group from February 2008 to November 2007.

### **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**

There are no financial implications associated with the Officer's Recommendation.

### **PLANNING SCHEME IMPLICATIONS**

It is considered that the outcome of recommendations in this report will not result in any amendments to the Redlands Planning Scheme.

### **CONSULTATION**

Councillors Beard, Ogilvie and Henry, along with Mr Caneris and Mr Sattler were in attendance as members of the group on the 17 September 2007.

### **OPTIONS**

#### **PREFERRED**

That Council resolve:

1. To note the Greenspace Enhancement Advisory Group report on the proceedings of their meeting held on 17 September 2007; and
2. That a letter be sent a letter to the Minister for Environment and Multiculturalism, requesting that the koala be listed as 'Endangered' throughout the South-East Queensland Bio-region.

#### **ALTERNATIVE**

That Council resolve to defer the noting of the report pending further consideration of issues as directed by Council.

**OFFICER'S/COMMITTEE RECOMMENDATION**

That Council resolve as follows:

1. To note the Greenspace Enhancement Advisory Group report on the proceedings of their meeting held on 17 September 2007; and
2. That a letter be sent to the Minister for Environment and Multiculturalism, requesting that the koala be listed as 'Endangered' throughout the South-East Queensland Bio-region.

**DISCUSSION**

Cr Murray, in proposing that the noting of the Greenspace Enhancement Advisory Group report be deferred, raised concerns about Council resolving that a letter be sent to the State Government showing support for the koala being listed as 'Endangered' prior to a full discussion by Council on this matter. Her concerns include the fact that the report on the advisory group proceedings shows there are no financial, or Redlands Planning Scheme implications, in relation to Council's decision in this matter.

**COUNCIL RESOLUTION**

Moved by: Cr Murray  
Seconded by: Cr Henry

**That Council resolve to defer the noting of the Advisory Group report until further consideration by Council following the Koala Summit.**

**CARRIED**

### 10.1.5 AUTHORIZING THE SIGNING OF VOLUNTARY CONSERVATION AGREEMENT DOCUMENTS

**Dataworks Filename:** EM Voluntary Conservation Agreements  
**Attachments:** [Voluntary Conservation Agreement Covenant](#)  
**Responsible Officer Name:** Gary Photinos  
Manager Environmental Management  
**Author Name:** Richard Collins  
Advisor - Habitat Protection

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#### EXECUTIVE SUMMARY

Voluntary Conservation Agreements include contractual documents that require signing and, in some instances, sealing by authorised persons. This report requests that Council authorises the Chief Executive Officer to sign and seal these documents and that this authority will allow the Voluntary Conservation Agreement documents to be signed in the future.

The Voluntary Conservation Agreement program was implemented in late 2003 and is an initiative for conserving habitat on private property. Central to the Voluntary Conservation Agreement is a statutory covenant that binds the parties.

In addition to the statutory covenant, there is a deed of agreement that describes the obligations of the parties and survey plans that define the covenanted part of the property; all of these require authorised signatures.

Securing a Voluntary Conservation Agreement requires careful and lengthy negotiations and several VCAs are approaching completion with one awaiting signing and sealing by Council.

#### PURPOSE

To request that Council grant the ongoing authority to sign Voluntary Conservation Agreement documents to the Chief Executive Officer under the *Local Government Act 1993*.

#### BACKGROUND

- Investigations into the development of a Voluntary Conservation Agreement (VCA) program began in January 2001. This was in response to a request from Councillors to provide a rate rebate scheme for land-owners who chose to conserve habitat values on their land.
- Three programs; Rural Support, Your Backyard Garden and VCA were proposed to complement the existing Land for Wildlife program in providing a comprehensive range of conservation initiatives across the Shire. These



would respond to the needs of a diverse client group of land-owners and householders.

- At the General Meeting of 27 August 2003, Council resolved to immediately implement the VCA program and to commence the Rural Support program in July 2004.

## ISSUES

The VCA program is aimed at land-owners with properties exceeding one hectare and is designed to increase the amount of land actively managed for the conservation of habitat. This is achieved through:

- extension – an onsite advisory service that includes access to workshops and networking events;
- advice on the development and implementation of Management Plans; and
- the provision of cash grant incentives.

VCA provides permanent protection of privately owned habitat areas through:

- a Statutory Conservation Covenant; and
- where applicable, changes to the planning zones.

Unlike the VCA program, Rural Support does not involve commitment to a statutory covenant or changes to planning zones. Conservation on private property is achieved by Rural Support through the extension process, which includes a small grant for achieving on ground outcomes.

Because of the high level of commitment required to participate in the VCA program it was expected that negotiations with prospective participants would be lengthy and require developing trust between the parties. Both the Rural Support program and Land for Wildlife have proved to be invaluable in developing this trust and acting as a 'stepping stone' towards participating in the VCA program.

At least three potential Voluntary Conservation Agreements are at different stages of negotiation with one awaiting signing and sealing by Council. It is anticipated that more Voluntary Conservation Agreements will be forthcoming as result of the signing and completion of the first VCA in the Shire.

To complete a Voluntary Conservation Agreement a number of documents must be signed by the parties. These can broadly be described as:

- the covenant;
- the agreement; and
- the survey plans.

The covenant documents require an authorised signature for Council as the covenantee, the agreement documents require the signature of an authorised officer

and the common seal of Council and the survey plans must include local government approval and signature.

Granting the ongoing authority to sign Voluntary Conservation Agreement documents to the Chief Executive Officer will streamline the process of completing VCAs and hasten the on-ground implementation of the program's habitat conservation measures.

Alternatively, Council may choose to require a separate report to be submitted each time a VCA is ready for signing and sealing by Council. Clearly, this would add to the already lengthy process of completing a VCA.

### **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**

There are no additional financial implications associated with either option.

### **PLANNING SCHEME IMPLICATIONS**

The Land Use Planning Group was consulted in the development stages of the VCA program and continues to be consulted as the program is implemented.

As noted above, the application of a VCA may require changes to the planning zones in order to conform with the *Integrated Planning Act 1997*. This Act states that covenants must not be inconsistent with local government planning schemes. Before negotiations with a potential participant in the VCA program progress beyond a certain point, Land Use Planning is consulted to ensure that any required changes to the planning zones will not impact negatively upon the future planning of Council.

It should be recognised that Land Use Planning will not be affected by the decision of Council regarding this report.

### **CONSULTATION**

Consultation regarding this report has been undertaken with:

- Environmental Education Unit; and
- Legal Services Unit.

While the Environmental Management Group developed the VCA program and continues to provide strategic direction, the delivery of the program is undertaken by the Environmental Education Unit. This includes the negotiations with potential participants, management planning and the delivery of extension services and annual incentive grants.

Because of the legal nature of the contractual documents that comprise a VCA, extensive consultation occurs with the Legal Service Unit.

## **OPTIONS**

### **PREFERRED**

That Council resolve that the Chief Executive Officer be authorised to sign and seal Voluntary Conservation Agreement documents.

### **ALTERNATIVE**

That Council resolve to authorise the Chief Executive Officer to sign and seal the Voluntary Conservation Agreement documents that are presently awaiting completion and that a separate report is submitted to Council whenever another VCA requires signing.

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

Moved by: Cr Henry  
Seconded by: Cr Bowler

**That Council resolve that the Chief Executive Officer be authorised to sign and seal Voluntary Conservation Agreements, covenants, survey plans and any other associated documents.**

## **CARRIED**

### 10.1.6 POINT LOOKOUT GORGE WALK REFURBISHMENT USING BIO-COMPOSITE MATERIALS

**Datworks Filename:** EM Tracks & Trails NSI  
**Responsible Officer Name:** Gary Photinos  
Manager- Environmental Management  
**Author Name:** Leo Newlands  
Advisor- Reserves Management

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#### EXECUTIVE SUMMARY

A project has been developed in conjunction with a number of partners to upgrade and test new bio-composite material on one of North Stradbroke Island's existing walkways. This project is scheduled for the 2007-08 period with RSC funds committed in the 2007-08 project budget.

The project introduces a sustainable alternative for high quality hardwood for the construction and refurbishment of sections of the NSI Gorge boardwalk structure, using a world first environmentally sustainable bio-based fibre composite material of which there is only one manufacturer and supplier (Loklite Pty Ltd).

Council, under provisions of the *Local Government Act 1993*, may enter into a contract if it resolves that it is satisfied that there is only one supplier reasonably available to it. Authority is being sought to have Loklite Pty Ltd approved as sole supplier of this product.

#### PURPOSE

The purpose of this report is to seek the approval of Loklite Pty Ltd as 'sole supplier' of Bio- composite materials for the North Stradbroke Island Point Lookout Gorge Boardwalk Project.

#### BACKGROUND

- RSC submitted an expression of interest for funding for the Point Lookout Gorge Walk project and were invited to submit a grant application under the Environmental Infrastructure Research Program.
- Redland Shire Council has been successful in attracting grant funding for the project under the Environmental Infrastructure Research Program (EIRP).
- RSC funding has been allocated to the project in the 2007/08 budget to be utilised upon approval of grant funding administrative requirements and finalisation of project detail by PDG.

## ISSUES

### BIO-COMPOSITE MATERIAL PRODUCED BY LOKLITE PTY LTD

The North Stradbroke Island Gorge walk is Redland Shire's most popular eco-tourist destination with visitors exceeding 30,000 per annum. Due to the climatic conditions this site has a particularly harsh environment and the existing timber infrastructure has not been able to cope. It has thus required regular and costly maintenance.

A world first Bio-Composite material produced by Loklite Pty Ltd, in conjunction with support from the Queensland Department of Environment (QSEIF grant) and the University of Southern Queensland (USQ), has the potential to resolve this problem in a practical and sustainable manner. The technology uses plant based polymers rather than fossil fuel based polymers to produce high quality fibre composite building products. The strength and stiffness of the material is comparable to that of hardwood and is predicted to last 50-100 years with little maintenance.

### ENVIRONMENTAL INFRASTRUCTURE RESEARCH PROGRAM

Redland Shire Council has sought to test this material in a world first trial project on the NSI Gorge Walk costing \$220,000 (this figure includes contributions by all stakeholders). In conjunction with Loklite Pty Ltd and USQ, RSC has submitted an EIRB (Environmental Infrastructure Research Program) grant for approval to install and test the materials on three sections of the existing gorge walk. The preliminary landscape design for the project has been finalised and three areas have been identified for treatment with the new materials. Currently, the project is in the phase of requiring detailed design (by PDG) for the three areas identified in the grant proposal. Once the detailed designs have been finalised, the project will advance to the next stage of construction and will necessarily require the purchase of the bio-composite materials from the sole supplier Loklite Pty Ltd.

### OBLIGATIONS OF COUNCIL UNDER THE LOCAL GOVERNMENT ACT 1993 REGARDING SOLE SUPPLIER

The *Local Government Act 1993* (Section 486) 'Exceptions to the requirement to seek tenders or quotations' States that "the local government may enter into a contract without complying with section 484 or 485 if it resolves that it is satisfied that there is only 1 supplier reasonably available to it".

## RELATIONSHIP TO CORPORATE PLAN

The recommendation primarily supports Council's strategic priority to "provide facilities and services which support sport and recreation activities" to ensure that our resources are used to deliver continuous improvement and best value to the community" and "to manage Council's leased properties, land acquisitions, built assets, fleet and supply services to ensure optimum utilisation and meet organisational requirements and community needs at the lowest possible whole-of-life costs".

## FINANCIAL IMPLICATIONS

Total funds of \$197,000 for the project are to be sourced as follows:

• EIRP Funding	\$110,000
• Redland Shire Council	\$ 97,000
• Loklite (purchase of USQ design and testing services)	<u>\$ 13,000</u>
<b>TOTAL</b>	<b>\$220,000</b>

## PLANNING SCHEME IMPLICATIONS

Land Use Planning have been consulted and have indicated that there are no Planning Scheme implications resulting from the recommendations contained in this report.

## CONSULTATION

Consultation has been undertaken with Land Use Planning, Environmental Management, Project Delivery Group and Loklite Pty Ltd.

## OPTIONS

### PREFERRED

1. That Council resolve under section 486 (1) (a) of the *Local Government Act 1993* that it is satisfied that Loklite Pty Ltd is the sole supplier reasonably available to it for environmentally sustainable bio-composite materials as a substitute for hardwood timbers;
2. That the Chief Executive Officer be delegated authority to make, vary and discharge a contract with Loklite Pty Ltd; and
3. That the Chief Executive Officer be authorised to sign and seal all relevant documentation.

### ALTERNATIVE

That Council resolve not to approve Loklite Pty Ltd as sole supplier of bio-composite material for the Point Lookout Gorge Walk Project and that the normal procurement processes apply.

## OFFICER'S/COMMITTEE RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr Burns  
Seconded by: Cr Barker

1. That Council resolve under section 486(1)(a) of the *Local Government Act 1993* that it is satisfied that Loklite Pty Ltd is the sole supplier reasonably available to it for environmentally sustainable bio-composite materials as a substitute for hardwood timbers;
  2. That the Chief Executive Officer be delegated authority to make, vary and discharge a contract with Loklite Pty Ltd; and
-

3. That the Chief Executive Officer be authorised to sign and seal all relevant documentation.

**CARRIED**

**10.1.7 NEXT STEPS - LOCAL GREENHOUSE ACTION PLAN**

<b>Datworks Filename:</b>	<b>EM Cities for Climate Protection</b>
<b>Attachments:</b>	<a href="#"><u>Table 1 – Corporate Greenhouse Gas Reduction Measures</u></a> <a href="#"><u>Table 2 - SEQ Local Government Comparison of Targets and Progress</u></a>
<b>Responsible Officer Name:</b>	<b>Gary Photinos</b> <b>Manager Environmental Management</b>
<b>Author Name:</b>	<b>Warren Mortlock</b> <b>Senior Adviser Environmental Protection</b>

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**EXECUTIVE SUMMARY**

The CCP Milestone 5 Report completed in July 2007 shows Council's greenhouse gas emission reductions are about halfway (11%) towards the target set under the LGAP of 25% by 2010. However, excluding Redland Water and Waste's reductions reveals a 22% increase across the rest of Council's corporate buildings, fleet, street lighting and waste areas. Community emissions are also steadily increasing, with a 29% increase from the 1996 base year to 2001, despite a target of 15% reduction by 2010.

An immediate, coordinated and significantly resourced corporate commitment is required if Council's 2010 targets are to be met. Recommended measures include:

- embedding and adhering to sustainability principles throughout existing and new Council policies, procedures and training;
- investing in energy efficiency, fleet management, waste minimisation, accredited Green Power, and carbon offsets; and
- measuring and monitoring progress, and key performance indicators that encourage continuous improvement.

A reasonable expectation of \$2.4 million capital expenditure is required to deliver the necessary abatement by 2010. Indicative annual energy and petrol savings are \$325,000 in 2010, less Green Power purchases of \$115,000. Cross-Council teams will further develop project implementation plans, including public tender for the establishment of renewable energy solutions in the Shire.

Ongoing greenhouse gas reductions beyond 2010 will require continued investment and policies and plans that support both Council and community savings.

CCP Milestone 5 Report brings an urgent call to action for emission reductions at Council. In return, meeting the target will ensure Council is a role model for advocating similar actions for the community, and Council's risk to future electricity, petrol and potential carbon costs is substantially reduced.



## PURPOSE

To seek Council direction on the next steps to be taken by Council under the Local Greenhouse Action Plan 2003 – 2010 to encourage reductions in greenhouse gas emissions:

- In Council to meet the target of 25% reduction over 1998 levels by 2010;
- In the Community to meet the target of 15% reduction over 1996 by 2010.

## BACKGROUND

- Redland Shire Council has been a participant in the Cities for Climate Protection Program (CCP) since 1999 and has had a Local Greenhouse Action Plan (LGAP) in place since 2003.
- Council adopted a Renewable Energy Incentives Policy POL-3067 at a Special Meeting on 2 July 2007 and has subsequently received proposals from commercial interests in the area. A formal call for expressions of interest to provide Council with renewable energy solutions is proposed in this report.
- The CCP Milestone 5 Report was adopted for public release by Council in July 2007 and provides a summary of the progress of Council and the community towards its Local Greenhouse Action Plan 2010 and CCP goals, at approximately the half way point in the Plan implementation period. Council reductions were 11% (Redland Water and Waste's reductions reveal a 22% increase across the rest of Council's corporate buildings, fleet, street lighting and waste areas. Community emissions are also steadily increasing, with a 29% increase from the 1996 base year to 2001, despite a target of 15% reduction by 2010.
- At General Meeting in August 2007, Council:
  - adopted as a guideline under the Environment Policy and Purchasing Policy priority for reducing emissions;
  - resolved to continue to participate in discussions regarding the regional Carbon Sink; and
  - resolved to develop a set of KPI's and accounting measures for carbon emissions and bio-sequestration for report back to Council.

## ISSUES

### THE REAL TREND IS INCREASING EMISSIONS

The 11% reduction in Council's corporate emissions reported in the CCP Milestone 5 Report looks reasonable at first glance – if a little below the 12.5% anticipated at this half way point (ie half way to the target). However, significant emission reductions were realised through Redland Water & Waste operations, which when removed from consideration reveal a **22% emission increase** across other Council operations. This is despite the many reduction initiatives undertaken in buildings, fleet and other areas of Council operations. Even within Redland Water & Waste, a portion of the savings is attributed to reduced pumping because consumers are using less water.

In simple terms, despite current efforts to reduce emissions, the trend to 2010 within Council is significantly increasing emissions. Reaching the 2010 target (of 25% reduction over 1998 levels) now equates to a reduction of **40% from 2006 emissions**. Meeting this challenge will require an immediate, coordinated and significantly resourced corporate commitment to deliver the greenhouse reductions.

Trends from 1996 to 2001 show a 29% increase in community emissions and 2006 census data is expected to show a similar upward trend. This is a long way from any reduction (15% reduction by 2010) envisaged in the LGAP and will deliver an increase of some 90% in community emissions by 2010 – roughly double the emission level over 1996. The longer this trend continues, the higher the cost in today's dollars of reducing emissions (main finding of the Stern Report in 2006).

In both the corporate and community areas, increases are largely due to increasing population and increasing service provision to meet it. A pro-rata analysis is not relevant in greenhouse gas reduction planning. Our commitment is to a net figure globally and locally. The solutions, if they can be found, lie in significant lifestyle and behavioural change community-wide, making operations that give rise to greenhouse gases obsolete or significantly more efficient, actively pursuing technologies that do not produce such gases, and planning for adaption to a warming world.

Councils are, and increasingly will be, called on to lead this change at the local level, through their Corporate Plan, Local Growth Management Strategy, and Planning Schemes in addition to the Local Greenhouse Action Plan.

#### CORPORATE GREENHOUSE GAS REDUCTION MEASURES:

The CCP corporate target is an urgent call for action in order for Council to:

- reduce its exposure to electricity and petrol price increases. (A 10% increase in both electricity and petrol represents an annual cost increase of \$250,000 to \$300,000.)
- Reduce its risk of potential regulatory penalties on carbon emissions.
- Demonstrate its greenhouse leadership and be a role model for community greenhouse action.

Past studies quantify the technical and operational potential of several greenhouse abatement measures. Measures to deliver the 8200 T CO<sub>2</sub>/pa abatement to meet the 2010 target are outlined in Table 1 of the attachment. These measures require an estimated \$2.4 million capital investment. Projected energy and petrol savings in 2010 are \$210,000 pa, including incremental Green Power purchases of \$115,000. Ongoing investment beyond 2010 is required to maintain emissions at 2010 levels

The first priority is to reduce emissions through improved efficiency to the point at which best practice is achieved.

- The priority project is improved cross-Council coordination, policies, processes, all of which will underpin the successful outcome of further greenhouse reduction programs.

- New and existing policies, procedures and training need to support the abatement goals, and the outcomes need to be measured to best inform future actions. Examples include, but are not limited to, greenhouse measurement, monitoring and reporting, key performance indicators, sustainable waste management guidelines, green procurement policies and staff eco-training.
- Achieving electricity and petrol savings delivers costs benefits and greenhouse benefits. The costs of achieving greater energy efficiency are offset by reduced energy costs and by averting the financial costs of achieving such greenhouse gas reductions by other means. In 2006, Council spent \$4.7 million on its electricity accounts (contestable, franchise and streetlight) and petrol. Excluding Redland Water & Waste consumption, this may reduce to between \$2.5 to \$3.0 million per year.

The second priority is to reduce emissions by sourcing power from less carbon intensive sources.

- This initially relies on purchase of Green Power to quickly offset the remaining greenhouse emissions, to the extent that buildings and facilities become carbon neutral in Table 1.
- However, the proportion of green power purchased may be reduced by the establishment of renewable energy solutions for the Shire. A 20 kW photovoltaic system is included for community demonstration purposes rather than as a core element of the abatement strategy. However, a larger project may be an outcome of a call for expressions of interest in supplying Council with renewable energy solutions later this year.

The clear public interest in such low carbon energy solutions are that:

- there is a limit to the savings to be found in energy efficiency measures introduced to date and in future by Council after which such low carbon energy sources must be used;
- they have the potential to substantially reduce emissions by Council at much lower investment levels over a longer timeframe than the short term solution of buying green power;
- they allow Council to provide leadership to the community and demonstrate the role and significance of such technologies in the wider community's response to climate change.

The main elements of a proposal are that it:

- meets a significant part, if not all, of Council's electricity needs while emitting low or no carbon;
- can be located on Council land so as to provide a demonstration to the community of the application of technology appropriate for wider community use;
- can be built and run at high level of efficiency and effectiveness for supplying power to Council buildings and operations and potentially to the SEQ grid;

- may be rolled out in stages to suit Council's investment capacity, power needs and greenhouse gas reduction targets.

To the extent that Council uses electricity, it may be possible to generate all that electricity by low or no carbon emitting renewable technologies such as solar and wind power. Low carbon energy generation capacity beyond Council's own power needs would attract income from sale through the SEQ Grid (limited by the capacity of the grid to accept such power) and attract REC certificates, which also have a value. The cost benefit for developing such offset capacity must be demonstrated for Council to seriously consider it as a means of meeting the GHG reduction targets in relation to Council's use of other carbon intensive fuels and waste production.

#### COMMUNITY GREENHOUSE GAS REDUCTION MEASURES

There is limited local information on the community's response to the recent surge in climate change promotion and awareness campaigns. A neighbourhood-based home sustainability initiative would offer Council the opportunity to engage with the community and learn more if, and how, community behaviours and investments are changing and what their needs and expectations are from Council.

There are abundant energy, water and climate change frameworks being developed by other Queensland councils, state government and commonwealth agencies. RSC's role is not to replicate these but, by virtue of its links with the local community, interpret these and foster action by residents and businesses.

Two examples are Eco-Biz for local business and Sustainable Homes, both Queensland EPA Programs being promoted locally by RSC, and potential further initiatives include community-driven sustainability programs such as Sustainability Street™.

The impact of voluntary information and awareness measures is limited. Uptake tends to be amongst environmentally-aware individuals and companies. The delivery of measurable and sustainable greenhouse gas reductions in the broader community requires regulatory interventions including Council planning instruments.

Council commitment to corporate emission reductions is required for Council to be a trusted advocate of sustainability for the community.

Council purchasing and rate policies are significant levers to influence community uptake of sustainability principles.

#### COMPARATIVE APPRAISAL

Currently, 101 Australian local governments are members of the ICLEI's CCP Program. Recently many are claiming to be carbon neutral or in the process of becoming so, for example: in SEQ, Brisbane (by 2026), Ipswich City. By comparison, in Victoria the following Councils have committed to going carbon neutral: City of Casey, 2007; Moreland City Council, 2007; Central Goldfields, 2007; Yarra Ranges Shire Council, 2007 (carbon neutral within 12 months), Melbourne City Council (zero net emissions by 2020).

In 2006, the greenhouse gas reduction targets of SEQ Councils were as shown in Table 2 in the attachment.

## RELATIONSHIP TO CORPORATE PLAN

The recommendation supports sustainability principles within Council's natural environment, economic prosperity and governance in corporate services strategic priorities.

## FINANCIAL IMPLICATIONS

The capital expenditure to reduce corporate greenhouse emissions is an investment in corporate leadership, efficiency and risk mitigation. Environmental Management has \$30,000 budgeted in 2007/08 for a community greenhouse project and is excluded from Table 1.

Table 3 projects the capital expenditure, and the resultant net savings, by year to 2010/11. The net savings represent the savings from the capital projects less the increased purchases of Green Power. Council may choose to purchase the additional Green Power (\$115,000) in 2010/11 rather than a gradual increase from current Green Power purchases starting in 2007/08, which Table 3 proposes.

**Table 3 - Estimated Distribution of Capital Expenditure by Council Area and Financial Year**

<b>Council Area</b>	<b>2007/08</b>	<b>2008/09</b>	<b>2009/10</b>	<b>2010/11</b>	<b>Total</b>
Planning and Policy	\$25,000	\$50,000	\$25,000	0	<b>\$100,000</b>
Corporate Services	0	\$805,000	\$920,000	\$575,000	<b>\$2,300,000</b>
<b>Total Capital</b>	<b>\$25,000</b>	<b>\$855,000</b>	<b>\$945,000</b>	<b>\$575,000</b>	<b>\$2,400,000</b>
Net annual savings		\$40,000	\$125,000	\$210,000	

- The analysis in Tables 1 and 3 is based upon high level projections of capital investment and operating savings to meet the 2010 CCP Target. A cross-council implementation team will be responsible for project prioritisation and delivery, and the final outcomes by year may differ from those presented in Table 3. If the capital for this project differs from the above, then the selection of measures and the greenhouse reduction will need to change significantly.
- The Corporate Services costing shown in both tables has not been budgeted for in the current financial year and will require consideration in any forthcoming budget deliberations and incorporation into the 10 year capital and operational plans for future years should Council retain the current targets for greenhouse emission reductions.

## **PLANNING SCHEME IMPLICATIONS**

Development of implementation plans will require reinstatement of the Energy Group to ensure coordination across environment, buildings, waste and fleet responsibilities. It is considered that the outcome of the recommendations in this report will not require any amendments to the Redlands Planning Scheme for the 2010 Corporate targets to be met.

Amendments to many facets of Council's planning scheme will be required if Council seeks to achieve reductions during a time of significantly increasing community emissions. For example, transport and land use decisions, such as those outlined in the Local Growth Management Strategy, may differ if greenhouse gas considerations are embedded in the strategy development.

## **CONSULTATION**

Discussions with Redland Water & Waste, Economic Development, and Corporate Acquisitions, Fleet & Facilities were held. In addition, various technical reports prepared for Council on greenhouse abatement measures were referenced and recommendations considered.

## **OPTIONS**

### **PREFERRED**

That Council resolve as follows:

1. To acknowledge a funding shortfall of \$2.4 million between 2007/08 and 2010/11 in achieving its currently adopted CCP target for 2010 and refer investment options for consideration in the review of the 10 year capital and operation plans in future budget deliberations;
2. To reconvene the cross-council Energy Group to prioritise the corporate greenhouse abatement projects, develop and implement plans and oversee delivery by the responsible Council areas, and develop carbon accounting and performance measures (KPIs) to track progress toward corporate Local Greenhouse Action Plan targets;
3. To call for expressions of interest for the provision of low or no carbon energy generation solutions providing a clear demonstration of appropriate technology for wider community adoption and scaleable to meeting the Council's corporate power needs;
4. That Council be provided with a report every 6 months to update on corporate implementation progress; and
5. To develop a community greenhouse strategy that positions Council as a behaviour change agent that interprets existing state and federal frameworks for adoption locally.

**ALTERNATIVE**

That Council resolve to defer this matter to further consider its Cities for Climate Change targets and to provide further direction on greenhouse emission reduction strategies. Council may wish to direction to have its current targets under the Local Greenhouse Action Plan 2003 – 2010 revised by setting lower targets or extending the period to achieve the targets met to future years.

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

Moved by: Cr Burns  
Seconded by: Cr Barker

**That Council resolve as follows:**

- 1. To acknowledge a funding shortfall of \$2.4 million between 2007/08 and 2010/11 in achieving its currently adopted CCP target for 2010 and refer investment options for consideration in the review of the 10 year capital and operational plans in future budget deliberations;**
- 2. To reconvene the cross-council Energy Group to prioritise the corporate greenhouse abatement projects, develop and implement plans and oversee delivery by the responsible Council areas, and develop carbon accounting and performance measures (KPIs) to track progress toward corporate Local Greenhouse Action Plan targets;**
- 3. To call for expressions of interest for the provision of low or no carbon energy generation solutions providing a clear demonstration of appropriate technology for wider community adoption and scaleable to meeting the Council's corporate power needs;**
- 4. That Council be provided with a report every 6 months to update on corporate implementation progress; and**
- 5. To develop a community greenhouse strategy that positions Council as a behaviour change agent that interprets existing state and federal frameworks for adoption locally.**

**CARRIED**

**10.1.8 DELEGATION OF DRAFT KOALA POLICY AND STRATEGY**

**Dataworks Filename:** EM Koala Conservation Management Policy & Strategy

**Responsible Officer Name:** Gary Photinos  
Manager Environmental Management

**Author Name:** Dan Carter  
Senior Advisor Natural Environment

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**EXECUTIVE SUMMARY**

It is requested that Council refer the proposed Draft Koala Conservation and Management Policy and Strategy 2007 to the November meeting of the Planning and Policy Committee and that the Committee be delegated authority to consider and deal with this matter. This delegation will allow for the earlier release of this policy and strategy for community consultation ensuring a month's community consultation process prior to Council entering the anticipated caretaker mode prior to the local government elections.

Given that the koala summit on the 2 and 3 November will have significant bearing on the Koala Conservation and Management Policy and Strategy, it is necessary that minimal delays occur in terms of getting the document to the community.

With the recent release of koala data for the koala coast it also allows more informed debate to occur in relation to koala population decline in the Shire.

**PURPOSE**

That Council resolve to refer the proposed Draft Koala Conservation and Management Policy and Strategy 2007 to the November meeting of the Planning and Policy Standing Committee and delegate authority to the Committee to consider and deal with this matter.

**BACKGROUND**

- The Koala Conservation and Management Policy and Strategy was endorsed by Council in August 2002;
  - The Policy Review Schedule indicated the policy was due for review in 2005;
  - Council resolved in December 2005 that they recognised the initial review of the Koala Conservation and Management policy and strategy was limited, due to census information from the EPA not being available, and that before December 2006 a New Koala Conservation and Management policy and Strategy be brought to Council for endorsement;
  - EPA advised that Koala Coast data would be completed in March 2006;
  - In August 2006 the Nature Conservation (Koala) Conservation Plan 2006 and Management Program 2006 – 2016 was released by the EPA;
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- In September 2006 QPWS researcher, Deidre Devilliers, announced preliminary findings of the koala survey that was undertaken in 2005. The results of this survey showed that there has been an estimated overall population decline of 31% in the koala coast with a 47% decline in the Redlands urban areas. This survey revisited the sites of their earlier survey (1999) from which the 4,000 Redlands population estimate originated. Please note this data has not been published and data provided by presentation notes;
- In December 2006 Council resolved to release the Draft Koala Conservation and Management Policy and Strategy 2006 (POL-0362) for community engagement in accordance with Council's Community Engagement Policy acknowledging that the EPA census information was not officially released;
- In 2007 officers commenced meeting with key stakeholder groups such as Koala Action Group (KAG), Urban Development Institute of Australia (UDIA), meetings were sought with Wildlife Preservation Society Queensland Bayside Branch (WPSQ), Australia Koala Foundation, Minjerribah and Moorgumpin Elders in Council;
- On 12 February 2007, the Greenspace Enhancement Advisory Group (GEAG) visited Koala Beach, helped in benchmarking actions undertaken by Council against actions being carried out at Koala Beach. Questions were asked on how viable the urban koala population in the Shire is;
- On 5 March, the GEAG held discussions in regards to the protection of urban koalas in Ormiston and Wellington Point following the release of research funded by Council and University of Queensland;
- On 5 March, the Chair of the GEAG requested that the advisory group consider facilitating a full day forum to discuss issues relating to the sustainability of Redlands Urban Koalas, and the alignment of State koala mapping with Redlands Planning Scheme. The GEAG endorsed the forum proposal.
- On 16 April the Mayor and the Chair of the GEAG obtained support for the koala forum from a meeting held with the Minister of Environment;
- On 16 July the koala summit objectives, scope and format of the forum were developed by Council Officers;
- On 29 August 2007, the GEAG Meeting minutes which included the facilitating of the Koala Summit were endorsed by resolution of Council;
- On 8 September the Environmental Protection Agency released a "Report on the Koala Coast Koala Surveys 2005-2006", which highlight a significant decline in the koala population for the combined koala coast area;
- On 5 October it is intended that the Mayors of Brisbane, Logan and Redlands will sign the Koala Coordinated Conservation Area Memorandum of Understanding document.

## **ISSUES**

### REDLANDS KOALA SUMMIT

With the summit being held on 2/3 November 2007, it is intended that discussions and points from the meeting be used to formulate the Koala Policy and Management Strategy 2007. It is intended that a draft Policy and Strategy, to go to community consultation process, will be presented to the Planning and Policy Committee on 14 November 2007, to close on 14 December 2007. This would allow the completion of the final draft following the review of community feedback allowing the final document to be presented at Planning and Policy Committee meeting and General Meeting in January 2008.

To wait for General Meeting on 28 November means to provide a consultation period of 1 month which would be through the Christmas / New Year period. This would be unfortunate and provide significant interruption in the planning to have the final policy completed before February 2008 when it is anticipated that Council will enter into caretaker mode.

## **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 this Shire's unique location on Moreton Bay.

## **FINANCIAL IMPLICATIONS**

No financial implications are identified at this stage.

## **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 has occurred with Manager Marketing and Communications, who agrees that it is preferable that draft report consultation period occurs before Christmas 2007.

## **OPTIONS**

### **PREFERRED**

That Council resolve to refer the proposed Draft Koala Conservation and Management Policy and Strategy 2007 to the November meeting of the Planning and Policy Committee and that the Committee be delegated authority to consider and deal with the matter.

**ALTERNATIVE**

That Council not delegate authority to the Planning and Policy Committee to determine this matter.

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

Moved by: Cr Burns  
Seconded by: Cr Barker

**That Council resolve to refer the proposed Draft Koala Conservation and Management Policy and Strategy 2007 to the November meeting of the Planning and Policy Committee and that the Committee be delegated authority to consider and deal with the matter.**

**CARRIED**

**10.1.9 PROPOSAL TO CREATE A NEW REDLANDS REGIONAL TRACK PARK**

**Dataworks Filename:** Lot 171 SL7400

**Attachments:** [Draft Regional Greenways Trail Map](#)  
[Regional Track Park Plan](#)

**Responsible Officer Name:** Gary Photinos  
Manager Environmental Management

**Authors Names:** Gary Photinos  
Manager Environmental Management;  
Dan Carter  
Senior Advisor Natural Environment Unit;  
Kendrick Benson  
Senior Advisor Cycling and Public Transport

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**EXECUTIVE SUMMARY**

It is proposed that a large portion of the Special Lease for Sewerage Purposes in Cleveland be excised from the existing area and transferred to a Reserve for Open Space and Buffer Zone under the Trusteeship of Council.

The reserve would then form a critical component of a proposed new Redlands Regional Track Park to provide conservation based open space network for non motorised track and trail based activities such as walking and cycling. Approval in principle is sought from Council to progress the proposal further.

**PURPOSE**

That Council resolve to make an application to the State Government to excise a portion of the Special Lease for Sewerage Purposes situated at 2 Weippin Street, Cleveland described as Lot 171 on SL7400 to create a Reserve for Open Space and Buffer Zones under Council's trusteeship.

**BACKGROUND**

- Council was issued with a 40 year special lease for sewerage purposes at Weippin Street, Cleveland in 1980 with conditions amongst other matter to exclude the public from access the site.
- Through Redlands Planning Scheme process, the State Government was consulted and agreement was reached that the footprint for the current facilities and future uses for the site would be depicted by the community purposes zoning which now appears in the Redlands Planning Scheme.

**ISSUES****PROPOSAL TO CREATE THE NEW REDLANDS REGIONAL TRACK PARK**

Council has the opportunity to create a regional track park facility for non motorised trail based activities near the Cleveland CBD.

The critical element to the track park proposal would be the excision of 117 hectares from the Special Lease for Sewerage Purposes. It would be added to the current track network that exists in the adjoining Scribbly Gums Conservation Area and a number of smaller reserves that Council is currently trustee for and others that Council has already accepted trusteeship for in the near future. This area comprises of 233 hectares.

In addition, there is one other state government lot in the immediate vicinity that could also be considered as part of the proposed Redlands Regional Track Park proposal. This would add another 16 hectares to bring the total possible area that could be developed into the regional track park to 249 hectares. Refer to the attached Redlands Regional Track Park plan.

<b>Lot And Plan</b>	<b>Address</b>	<b>Description</b>	<b>Area</b>	<b>Owner</b>
141 CP857139	213-221 Long Street, Cleveland	Long Street Bushland Refuge	51,800m <sup>2</sup>	Redland Shire Council As Trustee Parks & Conservation
37 C145614	242-250 Long Street, Cleveland	Council has agreed to the accept the trusteeship	202,340m <sup>2</sup>	The State Of Qld Rep By Dept Of Natural Resources Mines Water
114 C672	242-250 Long Street, Cleveland	Council has agreed to the accept the trusteeship	477,522m <sup>2</sup>	The State Of Qld Rep By Dept Of Natural Resources Mines Water
129 SP104063	0/57A McMillan Road, Alexandra Hills	Scribbly Gums Conservation Area	300,900m <sup>2</sup>	Redland Shire Council As Trustee Parks & Conservation
Portion of Lot 171 SL7400	2 Weippin Street, Cleveland	Portion of Cleveland Sewerage Treatment works	1,170,000m <sup>2</sup>	Redland Shire Council As Lessee Redland Water & Waste

Lot And Plan	Address	Description	Area	Owner
84 SL12329	31-51 Weippin Street, Cleveland	Weippin Street Bushland Area	82,000m <sup>2</sup>	Redland Shire Council As Trustee Parks & Conservation
112 C145614	228 Coburg Street West, Cleveland	Council accepted trusteeship August 2007	51,800m <sup>2</sup>	The State Of Qld Rep By Dept Of Natural Resources Mines Water
<b>Subtotal (Council lands)</b>			<b>2,336,362 m<sup>2</sup></b>	
1 SL813180		Additional site that could be considered: Council has applied to become trustee for this site.	157,300m <sup>2</sup>	Employment Vocational Education & Training Corporation As Trustee
<b>Total (All Lands)</b>			<b>2,493,662 m<sup>2</sup></b>	

#### **DESCRIPTION OF SPECIAL LEASE FOR SEWERAGE PURPOSES SITE**

The Cleveland Sewerage Treatment Plan is located on a Special Lease (40 years Term Lease from the Department of Natural Resources) for Sewerage Purposes on a large parcel of land at the end of Weippin Street, Cleveland. Council has operated the sewerage treatment plant on this site for the past 26 years. The land is not in Council ownership and therefore does not have any bearing on the compensation issues associated with the State Government's taking over of the water and waste water business.

The property is described as lot 171 on SL7400, and covers an area of 210 hectares. The sewerage treatment plant covers and has an influence on an approximate 93 hectares with the remaining 117 hectares predominately bushland. It has been recognised in the planning scheme that the footprint of the sewerage treatment plant is much smaller and this is reflected by the community purpose zonings highlighted in the Redlands Planning Scheme. Redland Water and Waste have indicated that contemporary waste water business activities would not require any extension of the current footprint. However the balance of the site still provides important buffering to adjoining lands.

#### **WHY DO WE NEED TO EXCISE?**

The bushland on this site is relatively unmanaged by Redland Water and Waste and is not required for future sewerage treatment purposes.

The Parks and Conservation Unit provide support to Redland Water and Waste in the ongoing management of weeds and the Local Laws Compliance Unit assist with illegal use by trail bikes.

The ongoing management of the conservation values is non core business for Redland Water and Waste and the proposed area for excision is not required for the treatment plant operations besides providing a buffer zone to residential areas.

The excised area of some 117 hectares can be managed for open space and provide opportunities for recreational use while providing active management of the bushland which is mostly in good condition bar the weed infestations.

### **CONSERVATION VALUES**

The area has significant conservation values that require protection.

Fauna surveys conducted on the site in 1998 identified 84 bird species, 18 mammal species, 10 reptile species, and 7 amphibian species for a total of 199 species.

There are approximately 96 plant species in two broad vegetation types being: a riparian forest system and dry land forest system.

The size, shape and intactness of the bushland within the site indicate that it has high ecological significance to the shire and its ongoing management is essential.

A more recent ecological survey has confirmed the presence of Koala and threatened Swamp Orchid in the Hilliards Creek corridor; it also confirmed the ongoing presence of a number of other species of local and regional significance, including Greater Gliders, Common Planigales, Common Dunnarts, Red-necked and Swamp Wallabies, as well as numerous Clicking Froglets responding eagerly to the wet conditions. In terms of flora, 162 species were recorded, 118 (73%) of which are native and 44 (27%) of which are exotic."

### **THREATS TO THE SITE**

#### **UNAUTHORISED USE OF THE SITE**

The current lease conditions specifically exclude the public access onto the land and as such the site is subjected to significant levels of allegedly unauthorised use based on the conditions of the current lease.

#### **WEEDS**

The site is currently infested with 32 weeds with the majority of the weeds species occurring in the riparian zone of Hilliards Creek.

#### **FIRE**

Unmanaged fuel loads and fire breaks have the potential to create hazards and liabilities within and external to the site. As a result, the old fire trails on the boundaries of the block are in a bad state of repair and the fuel loads with the area range from 25 to 40 tonnes per hectare. The location of the area is surrounded by

high density housing to the north and the Redlands General Hospital to the east and does represent a significant risk at the urban bushland interface.

Council's fire management crew does provide wildfire response in the event of a fire in the area however progressive high intensity fires within this area will seriously degrade the environmental value of the reserve. Having trusteeship of this reserve will allow for a planned fire management program to be implemented which will reduce immediate risk and the area and promote the environmental values of the site.

#### TRACKS AND TRAILS

The site is covered with numerous tracks and trails with most of the tracks in the bushland areas being unmanaged eroded dirt tracks.

#### INSUFFICIENT RESOURCES TO CONTINUE TO MANAGE EXISTING SITE

It is evident that the existing site is not being fully managed for weeds and appropriate actions are not being undertaken to manage the fire hazards. It should be noted that Fire and Pest Management Plans have been completed for this site but implementation has been minimal.

#### STATE GOVERNMENT CONTROL OF LAND

A more recent threat as been the forced relinquishment of Council's Water and Waste Water assets to a new State Government Controlled entity and the loss of control over this site.

#### OPPORTUNITIES

##### APPROPRIATE MANAGEMENT RESPONSIBILITY

Management of bushland is the core business of the Parks and Conservation Unit. They are resourced to deal with weed, fire management and compliance management issues. They are also more equipped to deal with the management of any possible recreational issues proposed for the site.

##### OPEN SPACE ACCESS TO THE COMMUNITY

The current lease arrangements prohibit public access to this bushland. Currently, the site is being used by local residents for recreational walking and cycling activities and the local orienteering club obtains permission to access the site for some events.

##### COLLABORATION WITH OTHER AGENCIES

Council has an established relationship with Boystown and the State Government through the Community Jobs Program for works to be undertaken in the past. Examples of previous works undertaken in the manner include the Pt O'Halloran boardwalk and the Eddie Santagiuliana Boardwalk at South Street.

The ongoing management and development of this site offers great opportunities to take this collaboration to a higher level with Boystown. It should be noted that Boystown will be consulted should the proposal receive approval in principle.



There is also the opportunity to consider a collaborative effort with the DPI Lifestyle Horticultural Centre adjacent to the special lease or with the Cleveland Swimming Pool Complex for a visitor information centre as an ancillary facility to the open space reserve.

#### BETTER MANAGEMENT OF EXISTING SPECIAL LEASE FOR SEWERAGE TREATMENT

With a much reduced area under active management, the new State Government Entity will be able to better meet their responsibilities for weed and fire management on the balance area.

#### BIODIVERSITY PROTECTION

Improved protection for biodiversity will occur with increased levels of fire and weed management. In addition, the active rationalization of existing informal tracks and trails and more active management of the whole site with a Land Management Plan that would need to be prepared.

#### REGIONAL GREENWAYS TRAIL NETWORK

The Hilliards Creek Catchment Management Plan adopted by Council in December 2005 identified an action of developing the Hilliards Heritage Trail. The proposed Redlands Regional Track Park provides a great opportunity to create a hub for a regional Greenways Trail Network in the Shire. Refer to the attached Draft Greenways Trail network map.

#### URBAN OPEN SPACE

The South East Queensland Regional Plan recognises that the provision of accessible, well designed and managed urban open space is an essential component of sustainable urban growth management at the local level, especially in urban areas undergoing rapid growth and change.

The Information Paper on the Open Space Strategy released by the Office of Urban Management in November 2006 states that 90 per cent of people in SEQ are concerned about urban sprawl and the loss of open space. This concern is based on loss of open space, the loss of amenity, character and lifestyle values. In terms of lifestyle, community surveys have consistently shown that access to open space for recreation is critical and highly appreciated component of liveability and lifestyles in SEQ.

#### OUTDOOR RECREATION

The Southeast Queensland Outdoor recreation Demand Surveys assessed the demand for outdoor recreation activities in SEQ. These surveys confirmed:

- There is significant unmet demand for outdoor recreation in SEQ, especially for more varied and physical forms of recreation, including walking, surfing, road cycling, rock climbing, horse riding, trail bike riding and mountain bike riding: and

- The participation rates for some activities were higher than anticipated eg walking, road cycling and mountain biking.

Recent research conducted as part of the Southeast Queensland Regional Trail Strategy 2006, identified that trail based participation in sports and physical activity in Queensland comprises 54% of the total participation. A comparison of the 2004 Queensland participation rates in trail based activities with those of the next highest participation rates shows:

Trail based activities (including walking for exercise, cycling, bushwalking and horse riding)	54%
Swimming	14.8%
Aerobics/Fitness	14.2% <sup>a</sup>
All football and soccer codes	10.1%
Others	>6.9%

### **HEALTHY PARKS HEALTHY PEOPLE**

Exposure to a natural environment has been shown to positively affect human health. In recognition of the health benefits associated with exposure to the natural environment, countries such as the UK, Canada, USA and Australia are attempting to encourage greater use of parks and recreational areas to improve community health.

Healthy Parks, Health People has become a catch cry for many large parks management authorities and aims to improve people's wellbeing by encouraging people to get out and enjoy the natural areas around them. Being exposed to the outdoors not only benefits people, but it can also have a positive effect on the protection and conservation of the environment.

### **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**

There are no short term financial implications associated with the proposal. Medium to long term financial implications have not been identified or costed at this time, however, there are several alternative funding options that could be investigated in the planning stage such as:

- The Community Jobs Program which is a State Government Grants program that has been accessed by Boystown on a number of occasions in partnership with Redland Shire Council. The Eddie Santagiuliana Boardwalk project being the most recent example.

- Queensland Sports and Recreational Funding that could result from the Healthy Parks, Healthy Peoples initiatives to try to alleviate health conditions such as obesity.
- Southeast Queensland Catchments funding available from the Federal Government for rehabilitation works along Hilliards Creek.

### **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 proposal for the excising of the Special Lease for Sewerage Purposes to create a reserve for open space and buffer zones purposes has been discussed and supported by Redland Water and Waste: and Parks and Conservation Unit.

Redland Water and Waste have also advised of the following points that would need to be considered in the creation of the track park:

- The site has a number of trunk water mains and sewer rising mains traversing the site, which can make good trails as they have tracks over them to operate and maintain these assets. There may be a need to establish easements across the site, including conditions for access.
- The Waste Water Treatment Plant portion will require a primary buffer with no public access around the plant area, to minimise conflict with the public expectations of the land. As well there needs to be spray drift buffers around the irrigation areas, and again with no public access to protect the public from the effluent irrigation.
- Queensland Treasury are currently undertaking a due diligence process for the transfer of water assets to the state. At this stage no decision has been made on wastewater treatment plants if they are to be transferred to the state owned bulk water entity or a local government owned distribution business, though it's expected that decision will be made by the end of October 2007. As the parcel of land is a state owned land with Council holding a special lease for sewerage purposes, it is quite possible the land parcel may be transferred in whole to the bulk water entity, though it's more likely Council will to have an option to take over the necessary portion.

Preliminary discussions with Boystown have indicated support and interest in the proposal; however, more formal discussions would still need to undertaken.

**OPTIONS****PREFERRED**

That Council resolve to:

1. Make an application to the State Government to excise a portion of the Special Lease for Sewerage Purposes situated at 2 Weippin Street, Cleveland described as Lot 171 on SL 7400 to create a Reserve for Open Space and Buffer Zones under Council's trusteeship;
2. Delegate authority to the Chief Executive Officer to renegotiate the terms of any new lease arrangements that may result from the proposed excision;
3. Agree in principal to the creation of the Redlands Regional Track Park as conservation based open space reserve for non motorised track and trail based activities such as walking and cycling and undertake the necessary planning for subsequent consideration by Council; and
4. Authorise the Chief Executive Officer to sign and seal any associated documentation.

**ALTERNATIVE**

That Council resolve to defer consideration of the Redlands Regional Track Park to a future date pending the provision of additional information as directed by Council.

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

Moved by: Cr Burns  
Seconded by: Cr Barker

That Council resolve to:

1. **Make an application to the State Government to excise a portion of the Special Lease for Sewerage Purposes situated at 2 Weippin Street, Cleveland described as Lot 171 on SL 7400 to create a Reserve for Open Space and Buffer Zones under Council's trusteeship;**
2. **Delegate authority to the Chief Executive Officer to renegotiate the terms of any new lease arrangements that may result from the proposed excision;**
3. **Agree in principle to the creation of the Redlands Regional Track Park as conservation based open space reserve for non motorised track and trail based activities such as walking and cycling and undertake the necessary planning for subsequent consideration by Council; and**
4. **Authorise the Chief Executive Officer to sign and seal any associated documentation.**

**CARRIED**

### 10.1.10 RENAMING STREET NAME - VICTORIA PARADE, COOCHIEMUDLO ISLAND

**Dataworks Filename:** Victoria Parade - Coochiemudlo Island  
**Attachments:** [Locality Map - Coochiemudlo Island](#)  
**Responsible Officer Name:** David Elliott  
Manager Infrastructure Planning  
**Author Name:** David Elliott  
Manager Infrastructure Planning

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#### EXECUTIVE SUMMARY

This report recommends the renaming of Victoria Parade, Coochiemudlo Island located on the foreshore perimeter of the Island.

The trafficable sections of the road are located on the four (4) corners of the Island with no inter-connection. (Refer to Brisbane UBD Map – Attachment 1).

Residents, via an extensive consultation process, have indicated their overwhelming support for Victoria Parade to be split into four (4) segments and renamed Victoria Parade North, South, East and West, respectively.

#### PURPOSE

The purpose of the report is to present the outcomes of the public consultation to rename Victoria Parade and adopt the Officer's Recommendation as proposed.

#### BACKGROUND

The lack of continuity in Victoria Parade has, according to residents, led to much confusion for service providers, visitors, emergency services, etc in locating addresses.

Residents have requested that the street be renamed to eliminate this potential confusion.

#### ISSUES

A survey of residents was conducted with an overwhelming 92% in support of dividing the street into four (4) segments i.e. Victoria Parade North, South, East and West.

This proposal retains Victoria Parade in each proposed street name and is supported.

## **RELATIONSHIP TO CORPORATE PLAN**

The recommendation in this report 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 only direct financial implication to Council will be the supply and installation of the new street name plates, estimated to cost \$1,200. Funds are available in the current budget to cover these costs.

## **PLANNING SCHEME IMPLICATIONS**

The recommendation to provide clear street names is supported in the Redlands Planning Scheme.

## **CONSULTATION**

The Divisional Councillor has been consulted on the resident survey results and is supportive of the recommendation.

## **OPTIONS**

### **PREFERRED**

That Council resolve as follows:

1. To rename the four (4) sections of Victoria Parade to Victoria Parade North, South, East and West, respectively;
2. To amend the details of Victoria Parade in Council's database and records in accordance with the new street names;
3. To notify all affected residents and stakeholders of the changes to Victoria Parade; and
4. To supply and erect new street name signage.

### **ALTERNATIVE**

No alternative recommended.

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

Moved by: Cr Burns  
Seconded by: Cr Barker

**That Council resolve as follows:**

- 1. To rename the four (4) sections of Victoria Parade to Victoria Parade North, South, East and West, respectively;**
-

2. To amend the details of Victoria Parade in Council's database and records in accordance with the new street names;
3. To notify all affected residents and stakeholders of the changes to Victoria Parade; and
4. To supply and erect new street name signage.

**CARRIED**

**10.1.11 PETITION (DIV 5) – REQUEST FOR ROAD CLOSURE - FIJI STREET,  
RUSSELL ISLAND**

**Dataworks Filename:** RTT: Road Closures - Permanent  
**Attachments:** [Locality Map – Fiji Street](#)  
**Responsible Officer Name:** David Elliott  
Manager Infrastructure Planning  
**Author Name:** Len Purdie  
Senior Advisor Capital Project Programming

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**EXECUTIVE SUMMARY**

A petition was received by Council on 29 August 2007 from 20 residents of Fiji Street and adjacent streets, Russell Island requesting the closure of part of Fiji Street, Russell Island.

The petitioners raised concerns about hoons using the street as a ‘raceway’ and about the dust that is produced as a result.

Officers have investigated these concerns and have recommended closure of Fiji Street, Russell Island at the intersection with Bamboo Road under Section 915 of the *Local Government Act 1993*, subject to budget considerations.

**PURPOSE**

The purpose of this report is to recommend closure of part of Fiji Street subject to budget considerations.

**BACKGROUND**

- Petition received by Council on 29 August 2007;
- Petition was referred to Infrastructure Planning Group for investigation and report;
- A road closure is identified in the Redlands Planning Scheme, at intersection of Bamboo Road and Fiji Street, as road is low lying and flood prone
- Officers have investigated petitioners concerns, resulting in recommendation to close part of Fiji Street.

**ISSUES**

The petition, which was presented to Council on 29 August 2007, requested that Council “close the road off at or near light pole number 116877 to stop it being used as a ‘raceway’ for local hoons; and the amount of dust these vehicles are throwing into the air is affecting people’s health and lifestyles, not to mention the hazards to children and animals”.

It is proposed at this stage to apply a limited closure of Fiji Street at the intersection with Bamboo Road under Section 915 *Local Government Act 1993*, which states:



1. *A local government may, by public notice, close a road, or part of a road, permanently or temporarily, to particular traffic, if there is another road, or route, reasonably available for use by traffic.*
2. *A local government may, by public notice, close a road to all traffic or particular traffic:*
  - a) *during a temporary obstruction to traffic; or*
  - b) *if it is necessary or desirable to close the road for:*
    - (i) *a temporary purpose; or*
    - (ii) *in the interests of public safety.*
3. *Notice under subsection (1) or (2) may be published in the way the local government considers appropriate in each particular case.*
4. *If a road, or part of a road, in a local government's area is closed to traffic under subsection (1) or (2), the local government may do everything necessary to stop traffic using the road or the part of the road.*

The proposed closure meets the requirements under section 915 of the Act in the following respects:

1. A reasonable alternative route to access Avera Street is available to the few daily vehicle movements; and
2. Fiji Street in this location has been identified in the Redlands Planning Scheme as being flood prone and it is desirable to close it to traffic in the interests of public safety.

A turnaround will be needed at the closure to facilitate service vehicles, in particular.

## **RELATIONSHIP TO CORPORATE PLAN**

The recommendation in this report 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**

If Council approves the closure of the road, a turn around area will need to be built in Fiji Street. The cost of this is estimated at \$10,000 and a submission for funds will need to be made at the 2007-08 second quarter budget review.

## **PLANNING SCHEME IMPLICATIONS**

The proposed road closure is in accordance with the Redlands Planning Scheme for this location.

**CONSULTATION**

The Divisional Councillor, residents and Manager Land Use Planning have been consulted regarding the recommendations contained within this report. They support the road closure.

**OPTIONS****PREFERRED**

That Council resolve as follows:

1. To approve the closure of Fiji Street, Russell Island at the intersection with Bamboo Road under section 915: of the *Local Government Act 1993*;
2. To refer the allocation of funding for this road closure to the second quarter budget deliberations for 2007/2008; and
3. That the principal petitioner be advised of Council's resolution in this matter.

**ALTERNATIVE**

No alternative suggested.

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

Moved by: Cr Burns  
Seconded by: Cr Barker

That Council resolve as follows:

1. To approve the closure of Fiji Street, Russell Island at the intersection with Bamboo Road under section 915 of the *Local Government Act 1993*;
2. To refer the allocation of funding for this road closure to the second quarter budget deliberations for 2007/2008; and
3. That the principal petitioner be advised of Council's resolution in this matter.

**CARRIED**

**10.1.12 PETITION (DIVISION 5) REQUEST FOR ROAD UPGRADES, RUSSELL ISLAND**

**Dataworks Filename:** RTT: Capital Works Program  
**Attachments:** [Aerial Map - Road Upgrades on Russell Island](#)  
**Responsible Officer Name:** David Elliott  
Manager Infrastructure Planning  
**Author Name:** Len Purdie  
Senior Advisor Capital Project Programming

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**EXECUTIVE SUMMARY**

A petition has been received by Council to seal a number of roads on Russell Island, viz: Vista, Taylor, Regal, Folwell, Ross and Coyne Streets. At the General Meeting of 27 June 2007, Council resolved that the petition be received and referred to the appropriate area for consideration and a report to a future Planning and Policy Committee meeting.

**PURPOSE**

To prepare a response to a petition from residents requesting that Council seal a number of streets on Russell Island.

**BACKGROUND**

A number of residents along and in the area of Vista, Taylor, Regal, Folwell, Ross and Coyne Streets, (refer to attached map), have requested that these streets be sealed to manage dust, noise and deterioration of the streets.

The streets in question were inspected and recent aerial photographs used to assess the number of vehicles in the area that currently use these streets.

**ISSUES**

Council is committed to sealing roads on the Southern Moreton Bay Islands (SMBI). This is a slow process with a limited budget, so it is necessary to prioritise the roads that are sealed each year.

In reviewing the requested streets for sealing in the petition, Vista Street joins High Street which is sealed and provides links to Taylor, Regal, Folwell, Ross and Coyne Streets.

The number of existing dwellings along, and in the area of the streets, is well under the total that can ultimately be built, but sufficient for consideration. The cost to seal all the streets would be expensive and many are of a lower priority than other roads on the SMBI.

Because of its status as a collector street, it is proposed to list the sealing of Vista Street for consideration in the 2009/10 budget, as this will reduce the length of gravel road that needs to be travelled over from the other streets. The estimated cost of sealing Vista Street between High and Regal Streets is \$270,000.

### **RELATIONSHIP TO CORPORATE PLAN**

The recommendation in this report 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 estimated cost of sealing Vista Street is \$270,000.

### **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 Divisional Councillor was consulted regarding the report and supports the recommendation.

### **OPTIONS**

#### **PREFERRED**

That Council resolves as follows:

1. To list the sealing of Vista Street, Russell Island for consideration in the 2009/10 budget;
2. That Taylor, Regal, Folwell, Ross and Coyne Streets be considered in future budgets based on priorities for sealing of other roads on the Southern Moreton Bay Islands; and
3. That the principal petitioner be advised of Council's resolution in this matter.

#### **ALTERNATIVE**

No other alternative suggested.

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

Moved by: Cr Burns  
Seconded by: Cr Barker

**That Council resolve as follows:**

- 1. To list the sealing of Vista Street, Russell Island for consideration in the 2009/10 budget;**
- 2. That Taylor, Regal, Folwell, Ross and Coyne Streets be considered in future budgets based on priorities for sealing of other roads on the Southern Moreton Bay Islands; and**
- 3. That the principal petitioner be advised of Council's resolution in this matter.**

**CARRIED**

**10.1.13 AMENDMENT TO PLANNING SCHEME POLICY 3 - NEW CHAPTER 8,  
STORMWATER - MAINLAND****Dataworks Filename:** RTT Stormwater Infrastructure Charges 2007**Attachments:** [Chapter 8 - Stormwater – Mainland](#)  
[Appendix A Stormwater Infrastructure](#)  
[Appendix B Plans for Trunk Infrastructure](#)**Responsible Officer Name:** David Elliott  
Manager Infrastructure Planning**Author Name:** Steve Pyers  
Acting Infrastructure Charges Advisor

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**EXECUTIVE SUMMARY**

At the General Meeting of 27 June 2007 Council resolved to propose that Planning Scheme Policy 3 – *Contributions and Security Bonding* be amended by introducing a new Chapter 8 – Stormwater – Mainland under the provisions of Schedule 3 of the *Integrated Planning Act 1997*.

Prior to this Planning Scheme Policy being adopted, the relevant actions for notification and consultation were undertaken in accordance with Schedule 3 of the *Integrated Planning Act 1997*.

This contributions policy will enable Council to fund the provision of necessary trunk stormwater infrastructure to manage stormwater quantity issues and improve stormwater quality throughout the mainland of the Shire.

The proposed policy was publicly advertised for one month. No submissions were received.

**PURPOSE**

That Council amend Planning Scheme Policy 3 – *Contributions and Security Bonding* by including a new Chapter 8 – Stormwater – Mainland, in accordance with Schedule 3 of the *Integrated Planning Act*.

**BACKGROUND**

The intent of this policy is to enable Council to fund the construction of necessary trunk infrastructure providing a standard that the community requires in the future. If the infrastructure charges are not adopted, Council will be required to meet a larger financial burden for upgrading existing infrastructure and constructing new infrastructure for the growing population.

The intent of Infrastructure Contributions is for new development to pay their portion of the infrastructure costs associated with the direct impact their development will have on the existing and future network. Under *Integrated Planning Act* legislation, all Councils in Queensland are required to undertake appropriate infrastructure

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planning studies and implement a Priority Infrastructure Plan (PIP) which details trunk infrastructure improvements for a 15 year planning horizon. Redland Shire has adopted a planning horizon of 2006–2021.

Council does not currently have a stormwater contributions scheme. Developments are conditioned to build stormwater infrastructure within their sites in accordance with Council standards. This new policy will enable Council to plan and develop a fully integrated trunk stormwater network.

## ISSUES

- The contribution has been calculated based on the upgrade of existing infrastructure and for the construction of new infrastructure as required.
- The impact of development with changes in land use has been evaluated for stormwater runoff based on changes in equivalent impervious areas.
- The charge methodology recovers funds for the fair share of the stormwater network used by new developments and is in accordance with the State Government guidelines.
- The draft document for the proposed new Chapter 8 provided with the previous report to Council and made available to the public for submissions, has been altered in format including renumbering, to comply with Planning Scheme requirements.
- This new document has also had the following highlighted changes:
  - a) The title to Table 6 has been revised to read: *Table 6 Stormwater contributions per Equivalent impervious Hectare*, to clarify that this Infrastructure Charge covers other development than just residential.
  - b) A note has been added below Table 6 stating that contribution rates are to be included in Council's Schedule of Fees and Charges and are subject to future revisions.
  - c) Clause 3.8.7 Calculating Infrastructure Contributions, has been revised to clarify that the charge covers development other than just residential land use, and provides additional information with each step, including a working example.

The proposed policy was advertised publicly for one (1) month between 7 August and 7 September 2007. No submissions were received.

## RELATIONSHIP TO CORPORATE PLAN

The recommendation in this report 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 total value of the existing plus future network throughout the Shire is \$236.012 million.

If Council does not implement an Infrastructure Contributions Scheme the burden for constructing and implementing the required trunk stormwater infrastructure would be the sole responsibility of Council.

Based on the demographics report there will be approximately 62,291 households on the mainland in 2021, up from 45,196 households in 2006. This represents an increase of 17,095 households. This increase will consist of approximately 12,000 detached dwellings and 5,095 multiple dwellings. The expected revenue from stormwater infrastructure contributions is anticipated to be approximately \$80 million.

In order to complete the upgrade works listed in this policy, Council is required to continue to contribute towards the upgrade of the trunk stormwater network, initially at the current rate and then marginally higher, through the life of the program of approximately 15 years. However, if the population increase is lower or if the demand for improvements changes, Council can lower this commitment through regular reviews of the Stormwater Plan.

Based on the co-efficiency of run-off for various land uses, a larger stormwater contribution is anticipated from land that is developed into multiple dwellings than for urban residential uses. Increasing densities within the urban footprint will generate higher contributions per hectare of land and will enable greater efficiencies and more effective use of the proposed infrastructure.

## **PLANNING SCHEME IMPLICATIONS**

The Land Use Planning Group was consulted and it is considered that the outcome of recommendations in this report will not directly involve amendments to the Redlands Planning Scheme. However, this policy shall be included in the future adoption of the PIP and associated infrastructure charges schedules.

## **CONSULTATION**

In preparing this report, consultation was undertaken with:

- Various Council officers to ensure the Plans for Trunk Infrastructure reflect strategic planning requirements;
- Manager Land Use Planning;
- Manager Development Assessment.



**OPTIONS****PREFERRED**

That Council resolve as follows:

1. To propose to amend Planning Scheme Policy 3 – *Contributions and Security Bonding* by including a new Chapter 8 – Stormwater – Mainland, as attached;
2. That the relevant actions be undertaken in accordance with Schedule 3 of the *Integrated Planning Act 1997* for the adoption of Planning Scheme Policies; and
3. To amend the current Schedule of Fees and Charges to include a Stormwater Infrastructure Charge in accordance with Table 6 in the new Chapter 8.

**ALTERNATIVE**

That Council does not introduce a new Chapter 8 – Stormwater – Mainland and continues to raise revenue for projects through general rates.

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

Moved by: Cr Burns  
Seconded by: Cr Barker

That Council resolve as follows:

1. To propose to amend Planning Scheme Policy 3 – *Contributions and Security Bonding* by including a new Chapter 8 – Stormwater – Mainland, as attached;
2. That the relevant actions be undertaken in accordance with Schedule 3 of the *Integrated Planning Act 1997* for the adoption of Planning Scheme Policies; and
3. To amend its Schedule of Fees and Charges to include a Stormwater Infrastructure Charge in accordance with Table 6 in the new Chapter 8.

**CARRIED**

**10.1.14 NEW FERRY RE-FUELLING FACILITIES - WEINAM CREEK, REDLAND BAY**

**Dataworks Filename:** RTT: Marine Landing Facilities Weinam Creek  
**Attachments:** [BITS Proposed Trustee Lease Lot 197, SP123870, Weinam Creek](#)  
**Responsible Officer Name:** David Elliott  
Manager Infrastructure Planning  
**Author Name:** Michael Pattinson  
Senior Advisor Investigations

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**EXECUTIVE SUMMARY**

Bay Island Transit Systems (BITS) (sole ferry operator to SMBI) wishes to relocate the refuelling facilities at their cost to the commuter pontoon area. This will decrease ferry downtime and free up the existing jetty for other uses.

The report recommends that Council issue a trustee lease to BITS over a portion of Lot 197, SP123870 to facilitate the installation of the proposed new refuelling station.

**PURPOSE**

Provide Bay Island Transit Systems (BITS – sole ferry operator to SMBI) with a lease agreement for the proposed ferry refuelling facility at Weinam Creek commuter ferry facility. (See attached Locality plan and Project Proposal).

**BACKGROUND**

The existing refuelling facility was constructed when commuters were using the old jetty within Weinam Creek. Bay Island Transit Systems (BITS) wish to relocate their refuelling facility from the old jetty within Weinam Creek to the newer commuter ferry area to decrease vessel downtime.

**ISSUES**

BITS refuelling facilities are currently located in Weinam Creek at the old jetty. To refuel the ferry, BITS have to take the ferry offline and up the creek to the refuelling facility which slows down ferry operations. Better turn around of the ferry service can be achieved by relocating the facilities.

BITS is proposing to construct the new refuelling facility at the location shown on the Plan Attachment and will remove the existing facility if required. The new facility will be the size of a shipping container with a single point to connect tanker trucks.

Before BITS can install the proposed new 30 KI facility, the following are required:

- a) Issue of a trustee lease over a portion of Lot 197, SP123870 by Council;

- b) Ratification of the lease by the Department of Natural Resources and Water; and
- c) Issue of a Development Permit by Council.

The Project Proposal attached shows a refuelling facility at the new commuter pontoon which does not fit in with the surroundings (looks like a shipping container). Bay Island Transit Systems have been requested to provide cladding around the proposed refuelling facility in keeping with the existing bus shelter.

Liaison with DNR&W will occur during the trustee lease negotiations to ensure compliance with State Government requirements. The Development Permit process can be run in conjunction with the trustee lease but cannot be finalised until the land tenure is approved.

The fuel truck that will refuel the proposed tank will require an appropriate area to park. Refuelling of the tank will take place at night out of hours. The only suitable area is behind the current bus stop at the commuter facility.

Other locations considered and rejected

- South of the temporary toilet block. This area may have future use as a food area.
- On the rock armour groyne. This would prevent access for maintenance purposes.

## **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**

It is proposed to grant BITS a trustee lease over the proposed refuelling area with no ongoing lease charges, similar to the existing facility

## **PLANNING SCHEME IMPLICATIONS**

The use was considered in keeping with the proposed Redland Bay Town Centre and Foreshore Master Plan.

## **CONSULTATION**

Discussion has been undertaken with Ken Hicks and Associates acting on behalf of BITS, Group Manager Infrastructure Planning and General Manager Planning and Policy.

**OPTIONS****PREFERRED**

That Council resolve as follows:

1. To approve the issue of a trustee lease, subject to ratification by the Department of Natural Resources and Water, to Bay Islands Transit Systems (BITS) over portion of Lot 197, SP123870 at Weinam Creek to facilitate the establishment of a new 30 KI refuelling station;
2. To delegate authority to the Chief Executive Officer to negotiate terms and conditions with Bay Island Transit Services of the required trustee lease for the new refuelling facility; and
3. To delegate authority to the Mayor and Chief Executive Officer to sign and seal all relevant documents.

**ALTERNATIVE**

Bay Island Transit Services continue to utilise the facility at the old commuter jetty.

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

Moved by: Cr Burns  
Seconded by: Cr Barker

That Council resolve as follows:

1. To approve the issue of a trustee lease, subject to ratification by the Department of Natural Resources and Water, to Bay Islands Transit Systems (BITS) over portion of Lot 197, SP123870 at Weinam Creek to facilitate the establishment of a new 30 KI refuelling station;
2. To delegate authority to the Chief Executive Officer to negotiate terms and conditions with Bay Island Transit Services of the required trustee lease for the new refuelling facility; and
3. To delegate authority to the Mayor and Chief Executive Officer to sign and seal all relevant documents.

**CARRIED**

**10.1.15 REDLANDS PLANNING SCHEME - AMENDMENT 1A - SUBMISSIONS**

**Dataworks Filename:** LUP - Redlands Planning Scheme - Amendment 1A

**Attachments:** [RPS Amendment 1A document](#)  
[Summary of submission for RPS Amendment 1A](#)

**Responsible Officer Name:** Wayne Dawson  
Manager Land Use Planning

**Author Name:** Bridget Tidey  
Strategic Planning Advisor

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**EXECUTIVE SUMMARY**

The proposed Redlands Planning Scheme (RPS) Amendment 1A has been advertised for public consultation in accordance with the *Integrated Planning Act 1997, Schedule 1 – Process for making or amending planning schemes*. One submission was received during the consultation period.

It is recommended that Council advises the relevant Minister that Council intends to proceed with the proposed planning scheme amendments (as notified) for the purposes of the Second State Interest Review.

**PURPOSE**

To prepare an amendment to the Redlands Planning Scheme in accordance with Schedule 1 of the *Integrated Planning Act 1997*, and forward notification to the relevant Minister for the purpose of Second State Interest Review.

**BACKGROUND**

By letter dated 18 June 2007, the Minister for Local Government, Planning and Sport advised Council that there were no State interests that would be adversely affected by the proposed RPS Amendment 1A. The Minister also advised that Council could proceed to the public notification stage pursuant to Section 11 of Schedule 1 of the *Integrated Planning Act 1997*.

**ISSUES**

During the public notification period of the RPS Amendment 1A, one submission was received. While this submission is considered to be properly made, the facts and grounds in the submission do not relate to any of the proposed amendments in RPS Amendment 1A. Consequently, it is proposed that the submission received will be considered during the second round of amendments to the RPS and no changes will be made to the proposed RPS Amendment 1A.

## RELATIONSHIP TO CORPORATE PLAN

The recommendation in this report primarily supports Council's strategic priority to preserve a balance with urban, rural, bushland, village, coastal and island character of the Redlands by managing growth. In addition, the scheme and associated amendments will contribute to the achievement of the Natural Environment, Essential Services, Community Health and Wellbeing and Economic Prosperity strategic priorities in the Corporate Plan.

## FINANCIAL IMPLICATIONS

Amendments to the RPS are conducted in accordance with Schedule 1 of the *Integrated Planning Act 1997*. Associated costs are within budgeted expenditure in the 2007/08 financial year.

## PLANNING SCHEME IMPLICATIONS

The outcome of recommendations made in this report will result in amendments to the Redlands Planning Scheme as previously endorsed by Council.

## CONSULTATION

As per the requirements of Section 12 of Schedule 1 of the *Integrated Planning Act 1997*, public notification of the proposed RPS Amendment 1A was conducted. The public notification period commenced on 23 July 2007 and finished on 31 August 2007.

## OPTIONS

### PREFERRED

That Council resolve as follows:

1. To adopt the representations and recommendations on the submissions made as outlined in the attached Summary of Submissions; and
2. To proceed with the amendment to the Redlands Planning Scheme as notified and advise the relevant Minister accordingly pursuant to Section 18 of Schedule 1 of the *Integrated Planning Act 1997*.

### ALTERNATIVE

That Council resolve not to prepare an amendment to the Redlands Planning Scheme in accordance with Section 18 of Schedule 1 of the *Integrated Planning Act 1997*, and not to forward the amendments to the relevant Minister for the purpose of Second State Interest Review.

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

Moved by: Cr Burns  
Seconded by: Cr Barker

**That Council resolve as follows:**

- 1. To adopt the representations and recommendations on the submissions made as outlined in the attached Summary of Submissions; and**
- 2. To proceed with the amendment to the Redlands Planning Scheme as notified and advise the relevant Minister accordingly pursuant to Section 18 of Schedule 1 of the *Integrated Planning Act 1997*.**

**CARRIED**

## 10.2 CLOSED SESSION

Cr Williams declared a material personal interest in this item at the Committee meeting and left the meeting prior to discussion and decision on this matter.

### MOTION TO CLOSE MEETING

Moved by: Cr Seccombe  
Seconded by: Cr Beard

That the meeting be closed to the public under Section 463(1) of the *Local Government Act 1993* to discuss the following items:

#### 2.1 Council Owned Land on the Southern Moreton Bay Islands

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

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

CARRIED

### MOTION TO REOPEN MEETING

Moved by: Cr Elliott  
Seconded by: Cr Seccombe

That the meeting be again opened to the public.

CARRIED

#### 10.2.1 COUNCIL OWNED LAND ON THE SOUTHERN MORETON BAY ISLANDS

**Datworks Filename:** LUP Local Area Plan - SMBI  
**Responsible Officer Name:** Wayne Dawson  
Manager Land Use Planning Group  
**Author Name:** Michael Beekhuyzen  
Strategic Planning Officer

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### EXECUTIVE SUMMARY

This report identifies six hundred and forty one [641] Council owned freehold lots located on the Southern Moreton Bay Islands as surplus to Council requirements. The identified surplus Council owned freehold lots include:

- two hundred and seventy nine [279] Council owned freehold lots zoned SMBI Residential in the Redlands Planning Scheme [RPS]; and



- three hundred and sixty two [362] Council owned freehold lots zoned Community Purposes Sub-Area CP10 in the RPS located on southern Russell Island;

The disposal of the identified surplus Council land provides an opportunity to make a further contribution to the on-going and effective implementation of the Southern Moreton Bay Islands Planning and Land Use Strategy [SMBIPLUS]. The SMBIPLUS provides the preferred framework for the development and conservation of the Southern Moreton Bay Islands and has received endorsement by the State Government [albeit in a modified form], Council and the Island community.

Key land use and public infrastructure challenges and issues that remain outstanding to the on-going and effective implementation of the SMBIPLUS include:

- funding of public infrastructure necessary to serve the Islands community [i.e. roads and stormwater management];
- potential residential development in isolated locations, or in locations that provide opportunity to deliver a more compact residential settlement pattern on the Islands;
- provision of public open space and recreational lands to meet community needs;
- protection of land that provides a critical stormwater management function;
- consolidating public ownership of conservation lands to ensure the long-term protection of its conservation value; and
- avoiding bushfire risk on lots that adjoin publicly owned conservation lands on two or more boundaries.

To make a contribution to addressing the above challenges and issues, a Council surplus land disposal strategy has been developed. The strategy includes:

- a land sale program to provide additional funding for public infrastructure provision and the purchase of strategic land on the SMBI; and
- a voluntary land exchange program to secure public ownership of developable land for conservation management and protection, bushfire management, public open space and recreation, stormwater management purposes and land that is highly problematic to service with reticulated infrastructure.

To support the land sale and land exchange programs a community information strategy should also be developed. Integral to the strategy's success is the clear articulation of the benefits to the SMBI community and the broader Shire community.

In addition, a program to amalgamate Council owned lots within conservation areas should be initiated and staged over a number of years to demonstrate Council's commitment to the long-term protection of these lands.

## PURPOSE

1. To identify Council owned freehold lots located on the SMBI included within the SMBI Residential zone of the Redlands Planning Scheme that are surplus to Council requirements;
2. To identify Council owned freehold lots located on southern Russell Island and included within the Community Purposes Sub-Area CP10 zone of the Redlands Planning Scheme that are surplus to Council requirements;
3. To identify key land use and infrastructure challenges and issues to the ongoing and effective implementation of the SMBIPLUS; and
4. To identify a disposal strategy for the identified surplus Council owned land that:
  - o addresses key land use and infrastructure challenges and contributes to the effective implementation of the SMBIPLUS; and
  - o is consistent with the intent of the CP10 zone to provide land for a future targeted land sale/exchange program on the southern end of Russell Island.

## BACKGROUND

### **1. *Southern Moreton Bay Islands Planning and Land Use Strategy***

In response to the long-standing regional land use and conservation issues created by the unregulated and inappropriate subdivision of the Islands during the 1960s/1970s, Council in partnership with the State Government commissioned the SMBIPLUS in 1996.

Following significant technical investigation and community consultation, Council endorsed the SMBIPLUS as the preferred framework for the development and conservation of the Islands in 1999. At the time, the estimated cost of implementing the Strategy was in the order of \$140 million. The Strategy recognised that this level of funding was beyond the financial capacity of Council alone and required commitment from all levels of Government.

In 2000, the State Government issued its response to the Strategy. While broadly endorsing the strategy, no direct funding support was provided to implement the Strategy. In addition, the State Government also provided a commitment to protect existing development entitlements [subject to normal engineering grounds] of Island landowners.

Following the release of the State Government's position, Council in 2001 commenced the implementation of a modified Strategy that was within Council's financial capacity.

Since this time Council has expended significant financial resources in implementing the Strategy, including the voluntary purchase of land with documented conservation values and land zoned Residential A found to have major drainage problems and the progressive provision of public infrastructure. The ongoing and effective implementation of the SMBIPLUS remains a major challenge to Council and other levels of government.

## **2. Council Island Land Ownership**

Council currently owns significant lands on the Southern Moreton Bay Islands [SMBI]. The majority of this land has passed into Council ownership through the recovery of land rate debt and acquisition programs since Redland Shire Council was granted administrative control for the Islands in 1973. Most of this Council land contains documented environmental values, is significantly drainage constrained or serves a specific community purpose. Council owned lots required for these purposes have generally been included within the Conservation Zone Sub-Area CN1, Open Space or Community Purposes Zones of the RPS.

A significant number of remaining Council owned lots are dispersed within the SMBI Residential zone and are generally considered suitable for purposes consistent with the Overall Outcomes for this zone [i.e. development of a single detached dwelling house]. In total, Council owns three hundred and eighty-five [385] individual allotments in freehold title within the SMBI Residential zone of the RPS.

In addition, the RPS also identifies four hundred and ten [410] Council owned lots on the southern end of Russell Island within the Community Purposes Sub-Area CP10 zone. These Council owned lots are also dispersed within the SMBI Residential zone. The intent of the CP10 zone has been to identify potentially surplus Council lots which are located on southern Russell Island that are generally suitable for residential purposes and can be part of a future targeted land sale/exchange program.

Council can legally dispose of the above mentioned Council land in accordance with the Public Auctioning and Tendering Provisions [section 491] of the *Local Government Act 1993*.

## **3. Maintenance Costs Associated with Council land on the SMBI**

Council carries out slashing, weed management and fire break establishment works on its Island allotments on a needs basis which generally occurs when a dwelling house is constructed on an adjoining privately owned lot. Currently, many of the identified surplus Council owned lots adjoin private lands that are vacant but have recognised residential development potential. As development of these adjoining private lots occurs, it is expected that a comparable increase in the need for Council to slash, and carry out weed management and fire break establishment works will occur.

Disposing of surplus Council land in the SMBI Residential zone is likely to reduce the need and associated costs of maintaining this land in line with current land

management practices and community expectations. This will allow for the more effective use of Island land management funds to support the management of recognised Council owned conservation reserves.

## **ISSUES**

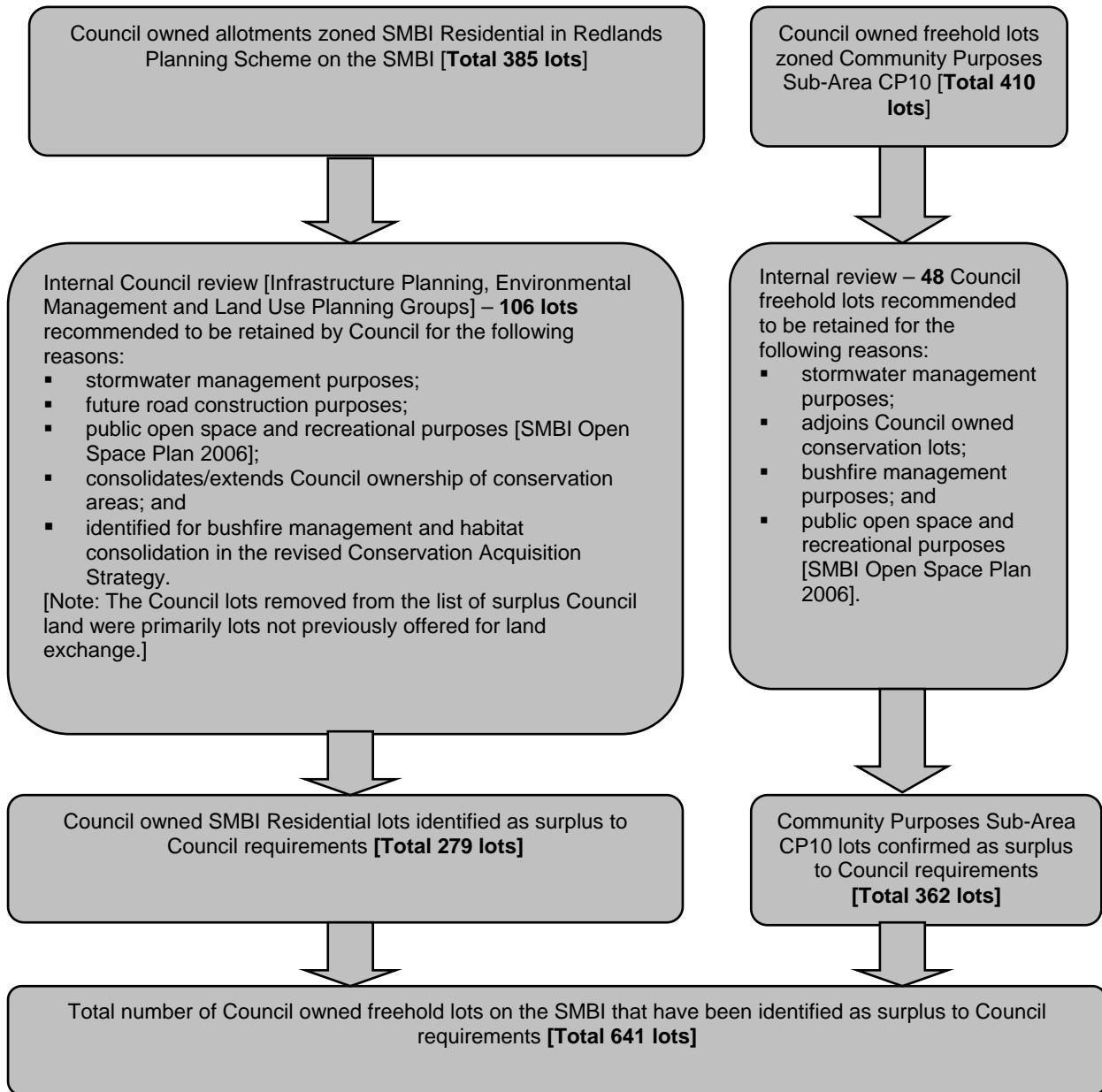
The following discussion of issues examines:

1. the process of identifying surplus Council owned freehold lots zoned SMBI Residential and Community Purposes Sub-Area CP10 on the SMBI;
2. key land use and infrastructure provision issues to the on-going and effective implementation of the SMBIPLUS; and
3. a land sale program and a land exchange program for the disposal of the identified surplus Council freehold lots.

### **4. *Identification of Council surplus land on the SMBI***

A significant number of Council freehold lots on the SMBI have been identified as surplus to Council requirements through the process summarised in the following figure 1.

**Figure 1: Identification of surplus Council lots on the SMBI**



**Note:** Some of the identified surplus Council lots have been committed to existing land exchange programs but remain in Council ownership pending State Government approval. Property Services have advised that approximately ninety [90] of the identified surplus Council lots have been committed to successfully negotiated land exchanges. These land exchanges relate to the initial implementation of the SMBI Open Space Plan [2006] [sixty lots] and land exchanges for town planning and infrastructure purposes [thirty lots]. It is expected that the State Government will provide the necessary approvals for land exchange and these lots will be transferred to private ownership reducing the number of Council owned surplus lots.

In total, six hundred and forty one [641] Council lots have been identified as surplus to Council requirements. These lots are listed in the confidential Attachment 1.

Prior to the disposal of any identified Council surplus land, a legal check should be undertaken to ensure there is no legal constraint to disposal on any of the lots. A Property Assessment and fair market valuation will be necessary to confirm the residential development potential of each lot and its value.

In addition, an amendment will need to be made to the Redlands Planning Scheme to rezone all Council owned freehold lots identified as surplus and currently within Community Purposes Sub-Area CP10 to the SMBI Residential zone. This amendment in zoning will be required to facilitate the disposal of this surplus Council land. Conversely, all Council owned freehold land currently zoned SMBI Residential or Community Purposes Sub-Area CP10 that have been identified to be retained in Council ownership should be zoned either Conservation Sub-Area CN1 or Open Space through amendment to the Redlands Planning Scheme.

#### ***5. Key Land Use and Infrastructure Issues to the Implementation of SMBIPLUS***

The following Figure 2 identifies and summarises key land use and infrastructure issues to the on-going and effective implementation of SMBIPLUS. A more detailed discussion of these key issues is presented in confidential Attachment 4.

**Figure 2: Key Land Use and Infrastructure Issues to the Implementation of the SMBIPLUS****Public Infrastructure**

Funding of a range of Island infrastructure [i.e. roads, stormwater management etc.] remains a major issue for Council. [e.g. \$150 million for road construction and \$160 million for stormwater management infrastructure and lot acquisition. These figures are estimates only. It has also been estimated that the cost to sewer the Islands will be over \$150 million [this sewer option and cost is still under review].

**Protection of Areas of High Environmental Value on the SMBI**

The State Government protection of the previous development entitlements on some CN1 lots prevents Council from effectively regulating development on these lots through the Planning Scheme. [Approximately 250 lots]

**Public Open Space and Recreation**

Implementation of a program to acquire vacant lots identified in the SMBI Open Space Plan 2006 for public open space and recreational purposes, including increasing public access to foreshore areas of the Islands.

[Forty five whole private lots identified in the SMBI Open Space Plan 2006 for acquisition.]

**Bushfire Management Purposes**

Effective management of bushfire risk may not be achieved on some privately owned lots that adjoin conservation lands on two or more sides.

**Residential Lot Acquisition**

Private allotments that are in isolated locations, or in locations, that provide opportunity to deliver a more compact residential development pattern on the Islands.

**Infrastructure Servicing Issues**

Private allotments included in the SMBI Residential zone that are highly problematic to service with reticulated infrastructure due to topography or drainage issues.

The above key land use and infrastructure issues demonstrate that the funding of required public infrastructure to serve the Islands' community and the continued private ownership of key land remains a significant ongoing challenge and long-term issue for Council.

The key issues highlight that there are a number of areas where the disposal of surplus Council freehold lots can make a meaningful contribution to the on-going implementation of the SMBIPLUS by providing additional funding or facilitating land exchanges to:

- generate additional funding to provide public infrastructure [i.e. roads, marine facilities, public amenities etc.] on the Islands thereby complementing financial contribution from other Council revenue sources;

- increase Council ownership within conservation areas to contribute to their long-term protection and sustainable management and reduce infrastructure costs associated with servicing development in these areas;
- secure ownership of land identified to meet the future open space requirements of the Islands' community and lots that perform crucial stormwater management functions thereby reducing the extent of infrastructure required to manage stormwater effectively;
- provide further options to the owners of land identified at risk from bushfire where planning controls are unlikely to adequately mitigate this risk without the need for clearing in adjoining publicly owned conservation land;
- further consolidate residential development in order to minimise the provision of road and drainage infrastructure and provide an improved environmental outcome.

To make a contribution to addressing the above challenges and issues, a Council surplus land disposal strategy has been developed. The strategy includes:

- a land sale program to provide additional funding for public infrastructure provision and the purchase of strategic land on the SMBI; and
- a voluntary land exchange program that aims to consolidate residential development, and secure public ownership of land identified for public open space and recreation, conservation, stormwater management and bushfire management purposes.

Such a program would also be consistent with the intent of Council lands included in the CP10 zone for a future sale/exchange program and provide Council with land suitable for land exchange to assist with the implementation of the SMBI Open Space land exchange program.

## **6. Council Surplus Land Sale Program**

Council may legally dispose of identified surplus Council owned freehold lots through a public auctioning process in accordance with the Public Auctioning and Tendering provisions of the *Local Government Act 1993* [section 491].

In recommending a land sale program for identified surplus Council owned freehold lots the following points have been considered:

- Community Submissions to land sale program - Council received a small number of submissions [11] to the draft RPS in support and opposition to the sale of any Council land on the Islands.

Grounds of support included that Council owned land zoned for residential purposes should be sold with the revenue used to provide the necessary range of Island infrastructure without the need for priority infrastructure plan



levies. These submissions demonstrate that a level of support exists within the community for the sale of the surplus Council land identified for disposal.

Grounds of objection included:

- inconsistent with the overall goals of the SMBIPLUS which sought a reduction in potential population levels on the Islands; and
- the sale of properties is a breach of trust, as Island residents expected that land obtained for arrears of rates would not be sold for profit, but kept instead for parkland or conservation purposes.

As such, there is potential for the sale of surplus Council land to be negatively viewed by the community. A communication strategy will be necessary to ensure the Island community is fully aware that the Council land to be disposed of does not contain conservation or open space values, and that the disposal of this land has relative benefits to the islands of the disposal program in terms of infrastructure provision and improved environmental outcomes.

- SMBI Property Market - The sale of identified surplus Council land has the potential to substantially increase the supply of vacant land on the market on the Islands. This may affect the Island property market if not properly managed. Property Services have advised that the sale of fifty [50] lots per year based on the current Islands vacant land market would be unlikely to impact on the Islands property market. This rate of sale can be reviewed if the Islands vacant land market changes.

In consideration of the above points, it is recommended that Council commence a staged land sale program in the 2007/2008 financial year and continue the program over a number of years. A rate of sale of fifty [50] lots per annum is recommended subject to on-going review and amendment to ensure the sales program does not adversely impact on the Islands' property market. The revenue that is raised through a land sale program of fifty [50] lots annually would result in additional revenue of approximately \$2million based on a current average sale price based of \$40,000. The funds raised through a land sale program would be included within Council's general revenue where it may then be allocated through the budget process to appropriate programs.

The land sale program is recommended to be administered by the Chief Executive Officer with an annual report on the outcomes of the sales to be provided to Council.

## **7. Council Surplus Land Exchange Program**

The Land Use Planning, Environmental Management and Infrastructure Planning Groups have undertaken investigations to identify private properties on the SMBI for a voluntary land exchange program. Acquisition of these private lands through a voluntary land exchange program would provide the following contribution to the implementation of the SMBIPLUS:

- consolidate residential development to deliver reduced urban infrastructure requirements and costs and avoid residential development on land that is highly difficult to service with urban infrastructure;
- provide for the long-term protection of conservation values and the integrity of broader conservation areas;
- avoid residential development in areas of bushfire hazard where the hazard may not be effectively managed without the loss of adjoining conservation values;
- provide for public open space and recreational needs; and
- protect land that provides a stormwater management function.

The above categories are highly interrelated and collectively contribute to achieving more sustainable land use and conservation outcomes for the SMBI making a meaningful contribution to the effective implementation of the SMBIPLUS.

The process of identifying private lots for voluntary land exchange has considered the voluntary nature of a land exchange program through a focus on selecting private lots for acquisition that would provide a contribution to achieving the above outcomes without relying on the acquisition of other private lots. Based on past experience with voluntary land exchange programs, the likely take up rate for the surplus land exchange program would be 50 percent.

The majority of the private vacant lots identified in the voluntary land exchange program are located on the southern end of Russell Island [200 lots] and are of the standard island residential size [600m<sup>2</sup>]. The acquisition of the majority of such lots through voluntary land exchange would occur on a one-to-one basis requiring only one Council lot in exchange for one private lot. The exception is seven [7] large lots identified for open space purposes. To secure land exchanges in these cases, more than one Council lot will be required to equal the fair market value of such large lots. This is discussed in more detail in the following section on open space.

It is also important to note that the identified private properties have residential development opportunities either recognised through the SMBI Residential zone or protected by the State Government *Southern Moreton Bay Island Development Entitlements Protection Act 2004* [SMBIDEPA].

The following provides a summary of each of the recommended land exchange categories.

### **7.1 Vacant Residential Lot Acquisition**

Planning investigations have identified vacant private lots included in the SMBI Residential zone for land exchange acquisition that are in isolated locations, or in locations that provide opportunity to deliver a more compact residential development

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pattern on the Islands. These identified lots are vacant and primarily located on southern Russell Island. The planning merit of acquiring the identified private lots includes:

- reduced infrastructure requirements and public cost provided through servicing a more compact residential development pattern;
- avoiding isolated residential uses within conservation areas to provide for improved conservation management and protection outcomes;
- avoiding issues related to bushfire risk arising from residential uses within isolated locations within conservation areas; and
- more efficient use of infrastructure reducing issues associated with underutilisation [e.g. the stagnation of reticulated water supply due to underutilisation].

In total, eighty five [85] private residential lots are identified for acquisition through land exchange.

## **7.2 Conservation Management and Protection**

On the SMBI, a number of lots that contain significant conservation values and are located within broader conservation areas remain in private ownership. The conservation values of these lots have been recognised through the Conservation Sub-Area CN1 zone of the Planning Scheme. Residential development is highly restricted within the CN1 zone.

However, the State Government enacted special legislation [SMBIDEPA 2004] to ensure that the owners of these lots [as of 30 April 2005] can continue to exercise the development entitlements that existed on these lots under the previous Transitional Planning Scheme for a period of ten years from commencement of the RPS. In effect, this legislation prevents Council from effectively regulating residential development to protect conservation values and the integrity of broader conservation areas through the Planning Scheme. Accordingly, planning merit exists in securing such conservation lands in Council ownership through voluntary land exchange to ensure the long-term protection of the identified conservation values of such land.

It should be noted that Council has previously sought to acquire these lots through the Conservation Acquisition Strategy land purchase and land exchange programs in 2004. It is considered appropriate to include these lots in a further land exchange program given it would be on a voluntary basis, and that such land is now included in the Conservation Sub-Are Cn1 zone and the State Government SMBIDEPA legislation places restrictions on the sale of such land. In addition, Council continues to receive requests for land exchange from the owners of such land.

Investigation into the subject private lots included in the CN1 zone and protected by the State Government legislation has identified fifty three [53] as important to secure for conservation purposes. It should be noted that the identified conservation land

exchange lots do not include all the balance of private lots in the CN1 zone protected by the State Government legislation.

### **7.3 Bushfire Management**

Bushfire management investigations have identified private properties that are unlikely to be able to adequately manage bushfire risk without vegetation clearing of adjoining conservation lands. The identified private properties adjoin conservation lands on two or more sides. Some of the identified lands also contain conservation values.

Securing such properties through voluntary land exchange would avoid issues associated with bushfire risk, protect adjoining conservation values and in some cases conservation values on the lot itself.

In total, twenty five [25] lots have been identified for voluntary land exchange for bushfire management purposes.

### **7.4 Public Open Space and Recreation**

The SMBI Open Space Plan [2006] identifies public and private parcels of land that should be retained, acquired and developed as public recreation areas. Council adopted the Open Space Plan for planning purposes in 2006. Council further resolved in 2007 to proceed with a land exchange program to acquire privately owned vacant lots or part lots through voluntary land exchange.

Whole private lots identified for open space purposes by the SMBI Open Space Plan [2006], with recognised development potential have been included within this broader land exchange program. In total, forty five [45] whole lots have been identified for acquisition through land exchange for open space purposes. Some of these lots are relatively large and would require more than one Council lot in exchange to balance property valuation differences.

Environmental Management have reconfirmed that all lands identified in the SMBI Open Space Plan (2006) are required for Open Space purposes.

Property Services has commenced a staged implementation of the Council endorsed open space land exchange program with seven [7] large lots identified for open space purposes targeted initially. Property Services have successfully negotiated land exchanges with the owners of three [3] of the large vacant private lots identified for open space purposes.

To undertake land exchanges with the three [3] large lots identified for open space purposes fifty nine [59] Council lots have been required. Should the State Government provide the necessary approvals for these land exchanges, the total number of surplus Council lots will be reduced.

The owners of the balance four [4] large lots identified for open space purposes have also been made land exchange offers. Two owners of these lots have refused and the other two landowners remaining undecided. Should successful land exchanges be negotiated with the two undecided landowners approximately thirty [30] Council surplus lots may be required for land exchange.

### **7.5 Infrastructure Servicing Issues**

The Russell Island Water Reticulation Extension Program [2005/2006] and the SMBIPLUS have highlighted private properties zoned SMBI Residential on Russell Island that are unable or highly difficult to service with a range of urban infrastructure [e.g. access road, reticulated water] due to steep topography or drainage problems. In total, eighteen [18] private lots on Russell Island have been identified for voluntary land exchange to avoid urban infrastructure provision issues.

### **7.6 Stormwater Management Purposes**

Stormwater management is recognised as critical to the ongoing sustainability of both the freshwater wetlands and inter-tidal areas of the SMBI. The Infrastructure Planning Group identified private properties with residential development potential on the SMBI [with a focus on southern Russell Island] that provide an important stormwater management function. The acquisition of these identified lots through voluntary land exchange will ensure that this land continues to provide important stormwater management function.

In total, thirty five [35] private lots have been identified for voluntary land exchange for stormwater management purposes.

### **7.7 Land Exchange Bank**

Council should also retain a modest land bank of unconstrained lots on the SMBI to undertake future land exchanges. This land bank would be used to facilitate land exchanges that have significant town planning merit and are in the public interest as they may arise.

Such a land exchange bank can be made up of the Council lots allocated to the Council surplus land exchange program that are not taken up following finalisation of this program. Based on the take up rate of past land exchange programs, it is likely that an adequate number of Council lots will remain to form a land exchange bank.

### **7.8 Summary**

The voluntary land exchange program has identified two hundred and sixty one [261] privately owned properties for Council acquisition through land exchange. Council would need to allocate approximately three hundred and forty [340] surplus lots to

provide sufficient lots for the land exchange program. In addition, Council lots allocated to the land exchange program that are not taken up should be retained and form a land exchange bank.

### **8. Other Issues**

In finalising a disposal strategy for the identified surplus Council lots, it is also important to recognise that there are significant differences between these surplus lots in terms of vegetation cover and infrastructure servicing. For example, some lots contain dense vegetation cover albeit of low ecological value, while others are clear and some have access from a sealed road and may be directly serviced by the existing reticulated electricity network and others gain access from a gravel or grass road with no current direct access to the reticulated electricity network. In consideration of this variation in the surplus lots, Council should firstly dispose of lots which are located along sealed roads or roads that are to be sealed in the next five years and are also directly serviced by the existing reticulated electricity network and other services; while lots without this level of service should be disposed of in the medium term.

In addition, to manage potential community concern regarding the sale of surplus Council land, Council should establish a communication strategy to accompany the disposal of surplus land. This communication strategy should clearly show that the land to be disposed of is surplus to Council requirements and identifying relevant Council programs committed to address key land use and infrastructure issues on the Islands. To allay community concerns that Council may intend to dispose of conservation lots in its ownership in the longer term, it is also recommended that investigations into the amalgamation of Council owned land identified for conservation purposes be initiated. This is discussed in confidential Attachment 5.

### **9. Conclusion**

In conclusion, this report identifies six hundred and forty one [641] Council owned freehold lots located on the Southern Moreton Bay Islands as surplus to Council requirements. The identified surplus Council owned freehold lots include:

- two hundred and seventy nine [279] Council owned freehold lots zoned SMBI Residential in the Redlands Planning Scheme [RPS]; and
- three hundred and sixty two [362] Council owned freehold lots zoned Community Purposes Sub-Area CP10 in the RPS which are located on southern Russell Island and considered surplus to Council requirements;

The identified surplus Council lots can be disposed of in accordance with the *Local Government Act*. To make a contribution to addressing a number of identified issues with the on-going and effective implementation of the SMBIPLUS, a Council surplus land disposal strategy has been developed. The strategy includes:

- a land sale program to provide additional funding for public infrastructure provision and the purchase of strategic land on the SMBI. The land sale program is to be administered by the CEO with an annual report on the outcomes of the sale program provided to Council; and
- a voluntary land exchange program that aims to secure public ownership of two hundred and sixty one [261] lots for the following purposes:
  - residential lot acquisition [103 lots including lots with infrastructure servicing constraints];
  - conservation management and protection [53 lots];
  - bushfire management [25 lots];
  - public open space and recreation [45 lots]; and
  - stormwater management purposes [35 lots].

To support the land sale and land exchange programs a community information strategy will be required. In addition, a program to amalgamate Council owned lots within conservation areas should also be initiated to demonstrate Council's commitment to the long-term protection of these lands.

### **RELATIONSHIP TO CORPORATE PLAN**

The recommendation primarily supports Council's strategic priority to preserve a balance with urban, rural, bushland, village, coastal and island character of the Redlands by managing growth.

### **FINANCIAL IMPLICATIONS**

The sale and exchange of Council surplus land has the potential to generate significant revenue over a number of years.

The costs associated with facilitating the land sale and land exchange program [i.e. Property Assessment, Market Valuation etc.] will be funded through the sale of Council lands.

### **PLANNING SCHEME IMPLICATIONS**

The Land Use Planning Group has prepared this report with amendments to the Redlands Planning Scheme detailed in the Officer Recommendation.

### **CONSULTATION**

Consultation has taken place with the Chief Executive Officer, General Manager Planning & Policy, Infrastructure Planning, Environmental Management Group and Property Services.

The findings of the report have been presented to Councillors through a workshop on 5 September 2007.

**OPTIONS****PREFERRED**

That Council resolve as follows:

- a) To confirm the list of Council owned freehold lots identified in Attachment 1 'Southern Moreton Bay Islands Land Disposal Schedule 2007' as surplus to Local Government requirements;
- b) To approve the disposal of all land identified in Attachment 1 'Southern Moreton Bay Islands Land Disposal Schedule 2007' through a land sale program and land exchange program in accordance with sections 491 and 492 of the *Local Government Act*;
- c) To initiate a land sale program to undertake the staged public auction of Council owned freehold lots identified in Attachment 1 at a rate of 50 lots/annum subject to annual review;
- d) To initiate a land exchange program to commence negotiations to voluntarily acquire, through land exchange, private lots identified in Maps 2a and 2b;
- e) To prepare a community consultation strategy to accompany the disposal of surplus Council land;
- f) To delegate authority to the Chief Executive Officer to identify and implement the Council surplus land sale program with annual progress reporting to Council.
- g) To amend the Redlands Planning Scheme in accordance with Schedule 1 of the *Integrated Planning Act [1997]* to:
  - a) Include all Council owned freehold lots identified in Attachment 1 – SMBI Land Disposal Schedule 2007 in the SMBI Residential zone;
  - b) Include all Council owned freehold lots identified in Attachment 2 – SMBI Land Retention Schedule 2007 within the Conservation Sub-Area CN1 zone or Open Space zone.
- h) That Council lots identified in Attachment 1 and currently included in the Community Purposes Sub-Area CP10 zone not be disposed of through sale or exchange until such time as the Redlands Planning Scheme is amended to include these lots within the SMBI Residential zone;
- i) To commence investigation into the amalgamation of Council owned allotments included within the Conservation Sub-Area CN1 zone of the Redlands Planning Scheme, with a further report to be provided to Council for its consideration of the matter; and
- j) That the attachments referred to in this report remain confidential.

**ALTERNATIVE**

- a) That Council adopt the recommendations of the preferred resolution with amendments as identified; or
-



b) That Council not adopt the Officer's Recommendation.

### **ADDENDUM – 16 OCTOBER 2007**

Officers from Redland Water & Waste provided an update on this matter and presented this information to the Committee for consideration.

In 2005/06 Council undertook a works program to construct water mains on Russell Island. Following the works, a number of properties were identified through a system audit as remaining potentially un-serviced by mains and still receiving a water access charge.

Redland Water & Waste has categorised these properties into three groups:-

- Category 1 properties through further investigation have verified that these properties can be serviced;
- Category 2 properties appear to have some physical limitations in connecting to the water main and are under further investigation;
- Category 3 properties have all been identified with vegetation constraints preventing construction of mains and services.

During discussions with Land Use Planning, Redland Water & Waste was made aware that these properties - with the exception of two - were subject to a proposal for a Council land swap.

A list of Category 3 properties is contained in the attached confidential schedule which also identifies two properties that are not subject to the land swap.

All properties listed in the spreadsheet are currently levied a water access charge. This is in line with the *Local Government Act* Section 973AA which states that:

*“A local government may, for a financial year, make and levy a utility charge for supplying water or sewerage services before construction of the facilities for supplying the services is completed if, when the charge is made and levied –*

*a) either*

- (i) construction of the facilities has started ; or*
- (ii) the local government intends that construction of the facilities will start during the financial year and has included, in its budget for the year the funds necessary for construction to start; and*

*b) The local government reasonably believes the services will be supplied within the next financial year. “*

As Redland Water & Waste Technical Services Planning Section has now determined it is not possible to service any of these Category 3 properties due to vegetation constraints, it is recommended that the officer's recommendation of the confidential report be supplemented with an additional new item as follows:

That water access charges be removed from all Category 3 properties listed in the attached schedule with owners notified as part of the land swap proceedings.

This recommendation was accepted by the Committee and is included in the following Committee Recommendation to Council.

**COMMITTEE RECOMMENDATION/  
COUNCIL RESOLUTION**

Moved by: Cr Burns  
Seconded by: Cr Barker

**That Council resolve as follows:**

- 1. To confirm the list of Council owned freehold lots identified in confidential Attachment 1 'Southern Moreton Bay Islands Land Disposal Schedule 2007' as surplus to Local Government requirements;**
- 2. To approve the disposal of all land identified in confidential Attachment 1 through a land sale program and land exchange program in accordance with sections 491 and 492 of the *Local Government Act 1993*;**
- 3. To initiate a land sale program to undertake the staged public auction of Council owned freehold lots identified in confidential Attachment 1 at a rate of 50 lots/annum subject to annual review;**
- 4. To initiate a land exchange program to commence negotiations to voluntarily acquire, through land exchange, private lots identified in Maps 2a and 2b of the confidential attachments;**
- 5. To prepare a community consultation strategy to accompany the disposal of surplus Council land;**
- 6. To delegate authority to the Chief Executive Officer to identify and implement the Council surplus land sale program with annual progress reporting to Council;**
- 7. To amend the Redlands Planning Scheme in accordance with Schedule 1 of the *Integrated Planning Act [1997]* to:
  - a) Include all Council owned freehold lots identified in confidential Attachment 1 – SMBI Land Disposal Schedule 2007 in the SMBI Residential zone;**
  - b) Include all Council owned freehold lots identified in confidential Attachment 2 – SMBI Land Retention Schedule 2007 within the Conservation Sub-Area CN1 zone or Open Space zone;****

8. That Council lots identified in confidential Attachment 1 and currently included in the Community Purposes Sub-Area CP10 zone not be disposed of through sale or exchange until such time as the Redlands Planning Scheme is amended to include these lots within the SMBI Residential zone;
9. To commence investigation into the amalgamation of Council owned allotments included within the Conservation Sub-Area CN1 zone of the Redlands Planning Scheme, with a further report to be provided to Council for its consideration of the matter;
10. That water access charges be removed from all Redland Water & Waste categorised Category 3 properties listed in the confidential schedule attached to the addendum, with owners notified as part of the land swap proceedings; and
11. That the attachments referred to in this report and details of properties identified in the addendum remain confidential.

**CARRIED**

**10.3 GENERAL BUSINESS**

Permission was granted for the following item of general business to be raised:

1. Cr Elliott enquired about the status of the institutional water arrangements. General Manager Redland Water & Waste provided an update on this matter to Committee.

**COMMITTEE RECOMMENDATION/  
COUNCIL RESOLUTION**

Moved by: Cr Burns  
Seconded by: Cr Barker

**That the general business item be noted.**

**CARRIED**

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## 11 REDLAND WATER AND WASTE COMMITTEE 24/10/07 - RECEIPT AND ADOPTION OF REPORT

Moved by: Cr Barker  
Seconded by: Cr Elliott

That the following Redland Water and Waste Committee Report of 24 October 2007 be received

CARRIED

### DECLARATION OF OPENING

Cr Barker declared the meeting open at 9.00 am.

### RECORD OF ATTENDANCE AND LEAVE OF ABSENCE

#### Members Present

Cr A G Barker	Chair and Councillor Division 1
Cr D H Seccombe	Mayor
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 J L Burns	Councillor Division 5
Cr T Bowler	Councillor Division 6
Cr M A Elliott	Councillor Division 7 Entered at 9.01 am
Cr A R Beard	Councillor Division 8
Cr K M Williams	Councillor Division 9
Cr H J Murray	Councillor Division 10 Entered at 9.05 am

#### Committee Manager

Mr J Pruss General Manager Redland Water & Waste

#### Officers

Mr R Turner	Acting Chief Executive Officer
Mr T Kasper	Manager Technical Support
Mr B Taylor	Manager Treatment Operations
Mr K McGuire	Service Manager – Water Reticulation Services

#### Minutes

Mrs J Thomas Corporate Meetings & Registers Officer

### PUBLIC PARTICIPATION AT MEETING

Nil

### DECLARATION OF INTEREST

Nil

**MOTION TO ALTER THE ORDER OF BUSINESS**

Nil

Cr Elliott left the meeting at 9.04 am (during item 1.1).

## 11.1 REDLAND WATER AND WASTE

### 11.1.1 REDLAND WATER & WASTE COUNCIL BUSINESS UNIT REPORT – SEPTEMBER 2007

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

**Attachments:** [Business Unit Report - September 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

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#### 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 September 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.

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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 Council’s Governance strategic priority to provide a clear organisational direction supported by effective leadership and a framework of policies, plans and strategies that are responsive to the community’s needs and which promote accountable and ethical standards of practice.

### **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 September 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 September 2007, as presented in the attachment.**

**CARRIED**

### 11.1.2 METERED HYDRANT STANDPIPES

**Dataworks Filename:** WS Reticulated Water - Metered Hydrant Permits  
**Attachments:** [Summary of Data Collected](#)  
**Responsible Officer Name:** Eleanor Bray  
Manager Customer Service & Business  
Performance  
**Author Name:** Eleanor Bray  
Manager Customer Service & Business  
Performance

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### EXECUTIVE SUMMARY

Metered hydrant standpipes were introduced to Redlands in April 2006, creating an annual revenue of \$50,425 in 2006/07. The deposit fee and monthly rental charges when compared to other Councils within the region fall within the average range with no indication of exceptionally low or high fees. The Redlands' rate per kilolitre charge appears as the second lowest rate for metered standpipes.

### PURPOSE

The purpose of this report is to present information from a benchmarking exercise comparing metered hydrant standpipes across a number of Councils with south-east Queensland.

### BACKGROUND

Metered hydrant standpipes were introduced in Redlands in April 2006 and all persons wanting to take water from the Council reticulated water network are required to obtain a permit and use the metered hydrant standpipe issued by Redland Water & Waste (RWW). Each permit is issued pursuant to the permit holder complying with a series of conditions of use that are provided on the permit approval letter.

Consumption rates were aligned to the top tier water consumption rate and other fees and charges were calculated on a full costing model.

Consumption revenue received from metered standpipes in 2006/07 was \$50,425 from a fleet of 51 standpipes.

### ISSUES

The attached spreadsheet provides a summary of data collected from various Councils on hydrant standpipes. It was not possible to get a complete set of data as some information was not made available from other Councils.

Key findings from this benchmarking exercise, as shown in the attached graphs, were:

- Rate per kilolitre varies from \$0.52 at Redcliffe to \$2.50 in Beaudesert, placing Redlands' charge of \$1.15 as the second lowest charged rate;
- The Redlands' standpipe deposit of \$1,500 appears in a comparable range with other Councils' deposit fees;
- Application of short-term rental and annual fees appear to vary across Councils with various combinations of these charges. Redlands' fee of \$96 per month appears within the average rental charges being applied.

### **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**

There are no financial implications with this report.

### **PLANNING SCHEME IMPLICATIONS**

There are no planning scheme implications with this report.

### **CONSULTATION**

Consultation has occurred with officers and various Councils to obtain this information.

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

Moved by: Cr Barker  
Seconded by: Cr Elliott

**That Council resolve to note the information presented in this report.**

**CARRIED**

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## 12 FINANCE AND CORPORATE MANAGEMENT COMMITTEE 24/10/07 - RECEIPT AND ADOPTION OF REPORT

Moved by: Cr Williams  
Seconded by: Cr Beard

That the following Finance and Corporate Management Committee Report of 24 October 2007 be received.

CARRIED

### DECLARATION OF OPENING

Cr Williams declared the meeting open at 2.00pm.

### RECORD OF ATTENDANCE AND LEAVE OF ABSENCE

#### Members Present

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 – entered at 3.25pm
Cr T Bowler	Councillor Division 6
Cr M A Elliott	Councillor Division 7
Cr A R Beard	Councillor Division 8 – entered at 2.13pm
Cr H J Murray	Councillor Division 10

#### Committee Manager

Mr B Lewis	Acting General Manager Corporate Services
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#### Officers

Mr R Turner	Acting Chief Executive Officer
Mr M Goode	General Manager Customer Services
Mr J Pruss	General Manager Redland Water & Waste
Mrs K Phillips	Manager Financial Services
Mr G Jensen	Manager Customer and Community Services
Ms L Trellick	Manager Performing Arts Centre
Mr W Van Wyk	Manager Corporate Planning, Performance and Risk
Mr G Soutar	Manager Operations & Maintenance
Mr M Elliott	Property Services Manager

#### Minutes

Mrs J Parfitt	Corporate Meetings & Registers Officer
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Apology

It was noted that Cr Beard and Cr Dowling tendered their apologies for being late to the meeting.

Absent

Cr J L Burns

Councillor Division 5

**PUBLIC PARTICIPATION AT MEETING**

Nil

**DECLARATION OF INTEREST**

Nil

**MOTION TO ALTER THE ORDER OF BUSINESS**

Nil

Cr Elliott left the meeting at 2.06pm during discussion on Item 2.3 and returned at 2.59pm during discussion on Item 3.1. Cr Elliott left the meeting at 3.31pm during Item 3.1. Cr Beard entered the meeting at 2.13pm during discussion on Item 3.1 and left the meeting at 3.16pm during discussion on Item 3.1. Cr Seccombe left the meeting at 3.32pm during discussion on Item 4.1 and returned at 3.35pm during discussion on Item 4.3. Cr Ogilvie left the meeting at 3.58pm during discussion on Item 5.1.

**12.1 OFFICE OF CEO****12.1.1 COUNCIL MEETING DATES TO 2008 ELECTION AND DECEMBER-JANUARY DELEGATIONS****Dataworks Filename: GOV Council Meeting Dates & Information****Responsible Officer Name: Susan Rankin  
Chief Executive Officer****Author Name: Thorbjorg Dunn  
Team Leader - Corporate Meetings & Registers**

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**EXECUTIVE SUMMARY**

Council is required under the *Local Government Act 1993* to set the dates and times of its Council and Committee meetings. The last Council meeting for 2007 is scheduled for 19 December and the date for the next quadrennial local government election is set for 15 March 2008. Within fourteen days of the election, a statutory post-election meeting must be held to consider matters which include the appointment of its standing committees and the day and time for holding council and committee meetings.

A meeting schedule for January and February 2008 has been prepared and is recommended for adoption.

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It is further recommended that along with considering the meeting schedule, Council consider delegating authority to the Mayor and Chief Executive Officer for the period after the last meeting in 2007 and first meeting in 2008, as follows:

1. the existing powers of the Development Assessment Committee for the period after the last Committee meeting for 2007 to the first proposed scheduled meeting of this Committee in 2008; and
2. authority to approve Councillors' Community Benefit Fund (CCBF) applications at or exceeding \$5,000 in value for expenditure on infrastructure works on Council owned or controlled land for the period after the last Council meeting in 2007 to the first Committee meeting in 2008.

## **PURPOSE**

The purpose of this report is to recommend that Council adopts the meeting dates for January and February 2008 and delegates the powers of the Development Assessment Committee and approval of CCBF applications over \$5,000 for works on Council owned property to the Mayor and Chief Executive Officer, for the period after the last meeting in 2007 and the first scheduled meeting in 2008.

## **BACKGROUND**

- Council adopted a meeting schedule to December 2007, with the last Council meeting scheduled for 19 December;
- The next quadrennial local government election is set for 15 March 2008;
- Council will be in a caretaker period once the public notice of the holding of the election is given under section 301(1) of the *Local Government Act 1993*;
- there is no requirement under the Act that meetings not be held in a caretaker period, however, Councils are prohibited from making major policy decisions, as defined by section 441C of the Act;
- A meeting schedule has been prepared for January and February 2008 and is presented to Council for adoption;
- Council is further requested to consider delegating authority to the Mayor and Chief Executive Officer, some of its powers for the 2007/08 Christmas/New Year period.

## **ISSUES**

Council's statutory meeting dates, adopted in November 2006, show the last Development Assessment Committee meeting on Tuesday, 18 December, with the last General Meeting for the year on Wednesday, 19 December 2007.

The following meeting schedule has been prepared for all Council's standing committees and General Meetings for the period 22 January to 27 February 2008 (inclusive):

Development Assessment Committee	Tuesday	22 January 2008	10.00am
Planning & Policy Committee	Tuesday	22 January 2008	2.00pm
Redland Water & Waste Committee	Wednesday	23 January 2008	9.00am
Finance & Corporate Management Committee	Wednesday	23 January 2008	2.00pm
<b>General Meeting</b>	<b>Wednesday</b>	<b>30 January 2008</b>	<b>4.00pm</b>
Development Assessment Committee	Tuesday	5 February 2008	10.00am
Planning & Policy Committee	Wednesday	13 February 2008	9.00am
Development Assessment Committee	Tuesday	19 February 2008	10.00am
Redland Water & Waste Committee	Wednesday	20 February 2007	9.00am
Finance & Corporate Management Committee	Wednesday	20 February 2008	2.00pm
<b>General Meeting</b>	<b>Wednesday</b>	<b>27 February 2008</b>	<b>4.00pm</b>

#### DEVELOPMENT ASSESSMENT COMMITTEE DELEGATIONS

It is proposed that the first Development Assessment Committee meeting be held on Tuesday, 22 January 2008, leaving a gap of more than 4 weeks for any potential decisions under the *Integrated Planning Act 1997*.

The existing powers conferred to the Development Assessment Committee are to decide development applications under the *Integrated Planning Act 1997* and provide instructions to legal Counsel for appeal matters actioned under Chapter 4 of the *Integrated Planning Act 1997*.

To comply with the Integrated Development Assessment System (IDAS) timeframes and ensure continuity within this decision-making process, it is proposed that Council delegates, under section 472 of the *Local Government Act 1993*, the powers conferred to the Development Assessment Committee, to the Mayor and Chief Executive Officer (conjointly), for the period 19 December 2007 to 21 January 2008 (inclusive), subject to the condition that this delegation can only be exercised where the Chair of the Development Assessment Committee and the relevant divisional Councillor have been:

1. personally provided with a copy of each development report that would normally be determined by the Development Assessment Committee; and
2. granted a period of three (3) business days from the receipt of the report in which to comment prior to that application being determined.

It is intended that a report be presented to the Development Assessment Committee on or before 19 February 2008, detailing all matters determined under delegated authority during the subject period.

#### COUNCILLORS' COMMUNITY BENEFIT FUND (CCBF) DELEGATIONS

In accordance with the CCBF Guideline, contributions at or exceeding \$5,000 in value require Council approval. In the event that a CCBF contribution is required for any potential expenditure on Council infrastructure in the period after the last Council meeting in 2007 and the first meeting in 2008, it is proposed that the Mayor and Chief Executive Officer be delegated the authority to approve these.

The author is not aware of any other powers that need to be delegated at this time.

#### **RELATIONSHIP TO CORPORATE PLAN**

The recommendation in this report primarily supports Council's strategic priority to provide a clear organisational direction supported by effective leadership and a framework of policies, plans and strategies that are responsive to the community's needs and which promote accountable and ethical standards of practice.

#### **FINANCIAL IMPLICATIONS**

There are no financial implications identified in relation to the recommendation in this report.

#### **PLANNING SCHEME IMPLICATIONS**

It is considered that the outcome of recommendations in this report will not require any amendments to the Redlands Planning Scheme.

#### **CONSULTATION**

This is the practice adopted by this Council since the beginning of its term.

#### **OPTIONS**

##### **PREFERRED**

That Council resolve as follows:

1. That the following meeting dates and times be adopted:



<b>Council/Committee Meeting</b>	<b>Meeting Day</b>	<b>Meeting Date</b>	<b>Meeting Time</b>
Development Assessment Committee	Tuesday	22 January 2008	10.00am
Planning & Policy Committee	Tuesday	22 January 2008	2.00pm
Redland Water & Waste Committee	Wednesday	23 January 2008	9.00am
Finance & Corporate Management Committee	Wednesday	23 January 2008	2.00pm
General Meeting	Wednesday	30 January 2008	4.00pm
Development Assessment Committee	Tuesday	5 February 2008	10.00am
Planning & Policy Committee	Wednesday	13 February 2008	9.00am
Development Assessment Committee	Tuesday	19 February 2008	10.00am
Redland Water & Waste Committee	Wednesday	20 February 2007	9.00am
Finance & Corporate Management Committee	Wednesday	20 February 2008	2.00pm
General Meeting	Wednesday	27 February 2008	4.00pm

2. That the existing powers conferred to the Development Assessment Committee be delegated to the Mayor and Chief Executive Officer, conjointly, for the period 19 December 2007 to 21 January 2008 (inclusive), subject to the condition that this delegation can only be exercised where the Chair of the Development Assessment Committee and the relevant divisional Councillor have been:
  - a. personally provided with a copy of each development report that would normally be determined by the Development Assessment Committee; and
  - b. granted a period of three (3) business days from the receipt of the report in which to comment prior to that application being determined; and
3. That the Mayor and Chief Executive Officer be delegated authority to approve Councillors' Community Benefit Fund applications at or exceeding \$5,000 in value for expenditure on infrastructure works on Council owned or controlled land for the period 20 December 2007 to 21 January 2008 (inclusive) and in accordance with relevant policies and guidelines.

#### **ALTERNATIVE**

1. That Council resolve to adopt the officer's recommendation with amendments; or
2. That Council resolve to not schedule any statutory meetings after December 2007 and before the local government election on 15 March 2008; or

3. That Council resolve to not schedule any statutory meetings once the public notice of the holding of the election is given under section 301(1) of the *Local Government Act 1993*.

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

Moved by: Cr Williams  
Seconded by: Cr Elliott

**That Council resolve as follows:**

1. That the following meeting dates and times be adopted:

<b>Committee/Council Meeting</b>	<b>Meeting Day</b>	<b>Meeting Date</b>	<b>Meeting Time</b>
<b>Development Assessment Committee</b>	<b>Tuesday</b>	<b>22 January 2008</b>	<b>10.00am</b>
<b>Planning &amp; Policy Committee</b>	<b>Tuesday</b>	<b>22 January 2008</b>	<b>2.00pm</b>
<b>Redland Water &amp; Waste Committee</b>	<b>Wednesday</b>	<b>23 January 2008</b>	<b>9.00am</b>
<b>Finance &amp; Corporate Management Committee</b>	<b>Wednesday</b>	<b>23 January 2008</b>	<b>2.00pm</b>
<b>General Meeting</b>	<b>Wednesday</b>	<b>30 January 2008</b>	<b>4.00pm</b>
<b>Development Assessment Committee</b>	<b>Tuesday</b>	<b>5 February 2008</b>	<b>10.00am</b>
<b>Planning &amp; Policy Committee</b>	<b>Wednesday</b>	<b>13 February 2008</b>	<b>9.00am</b>
<b>Development Assessment Committee</b>	<b>Tuesday</b>	<b>19 February 2008</b>	<b>10.00am</b>
<b>Redland Water &amp; Waste Committee</b>	<b>Wednesday</b>	<b>20 February 2007</b>	<b>9.00am</b>
<b>Finance &amp; Corporate Management Committee</b>	<b>Wednesday</b>	<b>20 February 2008</b>	<b>2.00pm</b>
<b>General Meeting</b>	<b>Wednesday</b>	<b>27 February 2008</b>	<b>4.00pm</b>

2. That the existing powers conferred to the Development Assessment Committee be delegated to the Mayor and Chief Executive Officer, conjointly, for the period 19 December 2007 to 21 January 2008 (inclusive), subject to the condition that this delegation can only be exercised where the Chair of the Development Assessment Committee and the relevant divisional Councillor have been:

- a. personally provided with a copy of each development report that would normally be determined by the Development Assessment Committee; and
  - b. granted a period of three (3) business days from the receipt of the report in which to comment prior to that application being determined; and
3. That the Mayor and Chief Executive Officer be delegated authority to approve Councillors' Community Benefit Fund applications at or exceeding \$5,000 in value for expenditure on infrastructure works on Council owned or controlled land for the period 20 December 2007 to 21 January 2008 (inclusive) and in accordance with relevant policies and guidelines.

**CARRIED**

## 12.2 CORPORATE SERVICES

### 12.2.1 DRAFT UNAUDITED FINANCIAL STATEMENTS 2006/07

**Datworks Filename:** FM Financial Statements  
**Attachment:** [Unaudited Financial Statements 2007](#)  
**Responsible Officer Name:** Kerry Phillips  
Manager Financial Services  
**Author Name:** Kevin Lamb  
Services Manager - Financial Reporting

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#### EXECUTIVE SUMMARY

The unaudited 30 June 2007 annual financial statements for Council have been prepared in accordance with the *Local Government Act 1993*, The *Local Government Finance Standard 2005* and the Australian Accounting Standards.

The unaudited financial statements were prepared, signed by the CEO and Mayor and presented to external auditors KPMG prior to 15 September 2007 in accordance with the Local Government Finance Standard.

Under section 49 of the *Local Government Finance Standard 2005* as soon as practicable after the proposed financial statements are given to the Auditor-General, the statements must be presented to a meeting of the local government.

This report provides:

1. notification in accordance with the *Local Government Finance Standard 2005* and
2. a brief analysis of key financial data for the financial year 2006/07.

It is recommended that Council resolve to note the unaudited financial statements for the year ended 30 June 2007 as attached.

#### PURPOSE

This report provides notification in accordance with the *Local Government Finance Standard 2005* and a brief analysis of key financial data for the financial year 2006/07. This report is not intended to provide comparisons between actual and budget data – please refer to the monthly financial management reports for this information.

#### BACKGROUND

Under section 49 of the *Local Government Finance Standard 2005*, as soon as practicable after the proposed financial statements are given to the Auditor-General, the statements must be presented to a meeting of the local government.

The draft annual financial statements were prepared, signed by the CEO and Mayor and presented to external auditors KPMG prior to 15 September 2007 in accordance with the *Local Government Finance Standard 2005*.

## ISSUES

The unaudited 30 June 2007 annual financial statements for Council have been prepared in accordance with the *Local Government Act*, The *Local Government Finance Standards* and the Australian Accounting Standards. Australian Accounting Standards include Australian Equivalents to International Financial Reporting Standards. The components of the annual financial statements include:

- Income Statement;
- Balance Sheet;
- Statement of Cash Flows;
- Statement of Changes in Equity;
- Notes to and Forming Part of the Financial Statements;
- Statement of Activities to which the Code of Competitive Conduct Applies;

### *The Income Statement*

Operating revenue from ordinary activities increased by 9.4% from \$132.9 million (2005/06) to \$145.5 million (2006/07). Capital revenue increased by 15.3% from \$26.1 million to \$30.1 million. The non cash component of capital income being predominately developer contributed infrastructure was \$15.4 million.

Net rates and utility charges increased by 10.5% from \$102.1 million to \$112.9 million. Income from fees and charges increased by 7.3% from \$15.5 million to \$16.7 million.

Total operating expenses increased by 18.4% from \$146.1 million (2005/06) to \$172.9 million (2006/07). Employee costs, which represent 33.4% of total operating expenses, increased by 7.6% from \$53.8 million to \$57.9 million. Materials and services expenses increased by 39.1% from \$46.6 million to \$64.9 million.

The following table summarises the earnings *before* interest and depreciation (EBITD) and the net result *after* interest and depreciation for the years ending 30/6/07 and 30/6/06. EBITD remained healthy at \$47.6 million (2006/07) although down from the previous year's \$54.2 million result.

The impact of compulsory ongoing revaluations on council's asset base is constantly increasing depreciation charges. Depreciation charges increased from \$34.9 million to \$38.2 million. This increase in part explains the deterioration in the net result after interest and depreciation from a surplus of \$12.9 million (2005/06) to a surplus of \$2.8 million (2006/07).

	<b>Year Ending 30 June 2007</b>	<b>Year Ending 30 June 2006</b>
Earnings before interest and depreciation (\$M)	47.6	54.2
Interest expense (\$M)	6.6	6.4
Depreciation (\$M)	38.2	34.9
Net result (\$M)	2.8	12.9

#### *Balance Sheet*

Overall there has been an increase in community equity or the net worth of Council of \$470 million to \$1.9 billion.

Cash held at the bank and investments totalled \$77.1 million as at 30 June 2007 up from \$68.8 million at 30 June 2006.

Outstanding trade creditors and other payables amounted to \$22.9 million at 30 June 2007. This is considerably higher than the balance outstanding at 30 June 2006 of \$15.8 million principally due to the accrual of the settlement proceeds for a block of land situated at Capalaba which was resumed by Council. This amount was settled in August 2007.

Provisions for employee entitlements amounted to \$4.9 million and \$8.3 million for annual leave and long service leave respectively. Provisions for the remediation of old and current landfill sites across the shire and the quarry rose from \$12.6 million (30/6/06) to \$20.2 million (30/6/07). Under recently introduced international accounting standards AEIFRS provisions for such remediation must be brought to account upon their being a legal or moral obligation to do so.

The balance of outstanding loans held with Queensland Treasury Corporation increased from \$121.8 million (30/6/06) to \$132.7 million (30/6/07). Council drew down \$27.0 million in new loans in the 2006/07 financial year and made principal repayments of \$16.1 million and interest service payments of \$6.6 million.

Revaluations of council land and infrastructure assets were carried out effective 30 June 2007. The effect of the revaluation resulted in a net increase of \$466.8 million to the value Council's assets. The impact of the revaluation for each class of assets is summarised in the following table:

Land	\$6.7 million
Buildings	\$4.7 million
Roads and Stormwater Drainage	\$129.8 million

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Water Infrastructure	\$180.9 million
Wastewater Infrastructure	\$104.4 million
Parks Infrastructure	\$8.9 million
Other Infrastructure	\$31.4 million

#### *Statement of Cash Flows*

The balance of cash at bank and in investments increased by \$8.3 million to \$77.1 million at 30 June 2007. Net cash from operating activities increased by \$4.1 million to \$47.3 million. Investment in infrastructure and plant and equipment increased by \$5.1 million to \$49.8 million.

#### *Notes to and Forming Part of the Financial Statements*

The notes to the financial statements provide considerable additional detail for noting with respect to the reported results.

### **RELATIONSHIP TO CORPORATE PLAN**

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

### **FINANCIAL IMPLICATIONS**

There is no financial implication as these statements are for noting only.

### **PLANNING SCHEME IMPLICATIONS**

It is considered that the outcome of recommendations in this report will not require any amendments to the Redlands Planning Scheme.

### **CONSULTATION**

The reports have been prepared based upon statutory Australian Equivalents to International Financial Reporting Standards and the *Local Government Finance Standard 2005*. The Manager Financial Services and the General Manager Corporate Services have extensively reviewed the financial statements.

### **OPTIONS**

#### **PREFERRED**

That Council notes the unaudited financial statements 2006/2007 as presented in the attachment.

**ALTERNATIVE**

That Council notes the unaudited financial statements 2006/2007 and requests additional information.

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

Moved by: Cr Williams  
Seconded by: Cr Elliott

**That Council resolve to note the unaudited financial statements for the year ending 30 June 2007 as presented in the following attachments:**

- **Income Statement;**
- **Balance Sheet;**
- **Statement of Cash Flows;**
- **Statement of Changes in Equity;**
- **Notes to the Financial Statements;**
- **Statement of Activities to which the Code of Competitive Conduct Applies.**

**CARRIED**



**12.2.2 SEPTEMBER 2007 - MONTHLY FINANCIAL REPORTS**

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

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**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 interim September 2007 financial statement of accounts to Council and provide detailed analytical commentary.

Six of the Key Financial Performance Indicators exceeded targets set at the beginning of the financial year. These were:

- level of dependence on general rate revenue;
- ability to pay our bills – current ratio;
- ability to repay our debt – debt servicing ratio;
- cash balance;
- cash balance – cash capacity in months;
- longer term financial stability – debt to assets ratio.

The only indicator which fell outside the comfort zone is the operating performance which had a result of 13.27% against the target of 15%. The main reason for the shortfall is the Materials and Services expense had an unfavourable variance against budget of \$2.6 million. The variance is due timing differences associated with the finalisation of 30 June 2007 creditors. It is expected that this indicator will meet the target next month.

The operating financial result (Earnings Before Interest, Tax and Depreciation – EBITD) is ahead of budget by \$3.9 million, with operating expenditure favourable by \$3.6 million and operating revenue favourable by \$0.3 million.

Capital expenditure is \$1.2 million or 9.3% ahead of budget expenditure levels at the end of September.

The cash flow position for the year is behind forecast levels by \$7 million at 30 September 2007.

## PURPOSE

The purpose is to present the interim September 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 interim End of Month Financial Reports for September 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)**

Classifies variances between revised budget and actual results as being either timing or permanent variances as well as favourable or unfavourable. Timing variances are anticipated to evaporate once 30 June 2008 figures are produced. Permanent variances imply the variance will remain into the next financial year.

### **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 \$20,000.

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

## **RELATIONSHIP TO CORPORATE PLAN**

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

## **FINANCIAL IMPLICATIONS**

The overall financial position remains strong with EBITD of \$13.1 million (\$3.9 million ahead of budget). This result is due to total operating revenue of \$39.7 million (\$0.3 million ahead of budget) and total operating costs of \$26.7 million (favourable variance of \$3.6 million).

The capital expenditure program is \$1.2 million or 9.3% ahead of targeted expenditure levels at the end of September.

The investment of surplus funds for the month returned a weighted average rate of return of 6.59% that compares unfavourably to the benchmark UBS Australia Bank Bill Index of 6.66%. These returns are reported on a monthly weighted average return. In turn Council benchmarks the funds against the UBS Australia Bank Bill Index. Interest return is reported on both an annual effective and nominal rate of return. Council effective interest rate of return outperformed the benchmark figure for this month but on a quarterly YTD basis it is slightly below due to the volatility of world markets during July/August 2007 as detailed above.

The Cash Enhanced Funds under performed during the month of July/ August 2007 due to the uncertainty and volatility of world financial markets. Therefore a decision was made in mid September 2007 to reduce the size of the investment in these types of funds. The situation will be kept under review in the coming months as the market commenced to rebound towards the end of September 2007.

The cash balance at \$62.0 million, equivalent to 4.6 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 not require any 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 September 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 Elliott

**That Council resolve to note the End of Month Financial Reports for September 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. Operational Statement by Strategic Priority;**
- 6. Balance Sheet;**
- 7. Investment Summary;**
- 8. Statement of Cash Flows;**
- 9. Financial Stability Ratios Report; and**
- 10. Community Benefit Fund Report.**

**CARRIED**

**12.2.3 RESUMPTION OF PROPERTY - NOELEEN STREET, CAPALABA**

**Dataworks Filename:** P.116067  
**Attachments:** [Draft Survey Plan – Noeleen St Capalaba](#)  
**Responsible Officer Name:** Andy Blacklock  
Acting Manager Corporate Acquisitions Fleet & Facilities  
**Author Name:** Merv Elliott  
Property Services Manager

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**EXECUTIVE SUMMARY**

Land situated at the corner of Noeleen Street and Dollery Road, Capalaba has been constructed as road and to formalise the matter dedication by registered survey is required.

It is recommended that resumption action be initiated to achieve the road dedication.

**PURPOSE**

The purpose of the report is to recommend resumption of the required area.

**BACKGROUND**

In the mid 1970's Council approved an application to develop a shopping / office complex on the corner of Dollery and Noeleen Streets, Capalaba. One of the conditions of the approval required the applicant to dedicate as road a portion of the site on the corner of Noeleen Street and Dollery Road. The dedication of the road never occurred.

Further action by Council's solicitors to enforce dedication of the road (which was constructed some time ago) resulted in a Deed of Agreement being executed between Council and the owner, whereby the owner agreed to the dedication. Unfortunately Council has been unable, through their legal representations, to achieve dedication.

In order to finalise this matter, it is recommended that resumption action be initiated to achieve the road dedication.

**ISSUES**

In 1981, development of the subject site commenced and was finalised. Unfortunately, the building approval was released before the subject road requirement was dedicated.

Council's solicitors were then instructed to enter into negotiations with the owner to enforce the agreement to surrender and dedicate the required land. As a consequence, a Deed of Agreement between Council and the owner was agreed and

executed in 2001. However further resistance from the owner resulted in the dedication not being effected, notwithstanding that legal opinion was that the Deed was enforceable.

To enforce the Deed, lengthy litigation is required. A quicker and more efficient outcome will be achieved through 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**

The original Deed of Agreement required Council to pay a nominal sum for the dedication of the subject road. Council's solicitors have advised this amount has been fixed by agreement and Council will not be required to pay more as a consequence of the resumption.

### **CONSULTATION**

No consultation has been necessary.

### **OPTIONS**

#### **PREFERRED**

That Council resolve as follows:

1. To resume the portion of Lot 13 on RP77843 shown as New Road on Deposited Plan SP144275 being an area of 616m<sup>2</sup> for road purposes; and
2. That the Mayor and Chief Executive Officer be authorised to sign and seal all documentation.

#### **ALTERNATIVE**

That Council takes no further action to achieve dedication of the subject property as roadway.

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

Moved by: Cr Williams  
Seconded by: Cr Elliott

**That Council resolve as follows:**

- 1. To resume the portion of Lot 13 on RP77843 shown as New Road on Deposited Plan SP144275, attached, being an area of 616m<sup>2</sup> for road purposes; and**

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

**CARRIED**

**12.2.4 SUB-LEASE - REDLAND BAY GOLF CLUB INC**

**Datworks Filename:** P.319035  
**Attachments:** [Site Plan – Redland Bay Golf Club](#)  
**Responsible Officer Name:** Andy Blacklock  
Acting Manager Corporate Acquisitions Fleet & Facilities  
**Author Name:** Merv Elliott  
Property Services Manager

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**EXECUTIVE SUMMARY**

The Redland Bay Golf Club Inc. holds a lease over Council land at Broadwater Terrace, Redland Bay expiring in the year 2039. The purpose of this lease is to allow the lessee to use the land for the purpose of operating a public golf club.

Part of the land, namely Lot 342 on SP157222, is developed with a timber dwelling house that has previously been used by the Club for storage purposes.

Recently an agreement has been reached between the Club and the 'N.T.S. Redland Bay Unit Support Group Inc.' for the use of the dwelling for Australian Navy Cadet training purposes.

It is recommended that approval be granted to the sub-lease of part of the Redland Bay Golf Club to the 'N.T.S. Redland Bay Support Group Inc.' and that the Mayor and Chief Executive Officer be authorised to sign and seal relevant documentation.

**PURPOSE**

The purpose of the report is to recommend that Council grant a sub-lease of part of the Redland Bay Golf Club to the 'N.T.S. Redland Bay Support Group Inc.'

**BACKGROUND**

The Redland Bay Golf Club have a lease from Council expiring in 2039 of various parcels of land comprising the golf course greens and fairways. One of the parcels of land is improved with a timber dwelling being used for storage purposes.

The N.T.S. Redland Bay Support Group Inc (Naval Cadets) requires a facility that is close to Moreton Bay for the purpose of training cadets in seamanship and ancillary purposes. Discussions between the Naval Cadets and the Golf Club has resulted in an agreement being reached between both parties for the use of the dwelling for training purposes. Consent to this use is required by Council.

**ISSUES**

The original lease between Council and the Golf Club included the condition which states as follows:

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*“4.(e) Not to assign, underlet, mortgage, charge or part with possession of the demised premises or any part thereof nor to share with any person, body, firm or corporation the occupation thereof not to attempt to assign, underlet, mortgage, charge or part with possession or share occupation as aforesaid without the consent in writing of the lessor first had and obtained. This subclause is hereby declared to be a condition going to the root of this lease and upon any breach thereof by the lessees in any manner whatsoever this lease shall thereupon determine and become void and of no effect and any purported assignment, underletting, mortgaging, charging or parting with possession or sharing occupation of the whole or any part of the demised premises in any way to any person, body, firm or corporation shall not operate to pass any estate or interest in respect of the demised premises or any part thereof to that person, body, firm or corporation. The provisions of this subclause apply subject to Section 121 of the Property Law Act 1974 but it is hereby acknowledged and agreed by the lessee that it is a fundamental condition of the grant of this lease that the same is granted with the express object of promoting public sport and recreation within the Shire of Redland, the lessor having resolved to promote the development of the demised premises for this purpose as a function of Local Government being one of the functions and responsibilities laid upon the lessor as a Local Authority pursuant to the provisions of the Local Government Act”.*

Basically, the condition requires Council to agree to the sub-lease of the premises to the Naval Cadet group.

As the agreement between the Golf Club and the N.T.S. Group has been formalised by a lease for a term of 3 years, Council approval is required together with authorisation for the Chief Executive Officer and Mayor to sign and seal all relevant documents.

The proposed sub-lease has been perused and conditions contained therein protect Council's interests, and a recommendation will be made to agree to the sub-lease.

#### **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 liable for any costs in relation to this matter.

#### **CONSULTATION**

Property Services Manager has consulted with local Councillor and the Senior Advisor Sport & Recreation.

**OPTIONS****PREFERRED**

That Council resolves as follows:

1. That approval be granted for the sub-lease of premises described as Lot 342 SP157222 to the N.T.S. Redland Bay Unit Support Group Inc. for a period of 3 years commencing on a date to be agreed;
2. That the Mayor and Chief Executive Officer be authorised to sign and seal all relevant documentation.

**ALTERNATIVE**

That Council resolve not to grant approval for the sub-lease of premises described as Lot 342 SP157222 to the N.T.S. Redland Bay Unit Support Group Inc.

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

Moved by: Cr Williams  
Seconded by: Cr Elliott

**That Council resolve as follows:**

1. That approval be granted for the sub-lease of premises described as Lot 342 SP157222 to the N.T.S. Redland Bay Unit Support Group Inc. for a period of 3 years commencing on a date to be agreed; and
2. That the Mayor and Chief Executive Officer be authorised to sign and seal all relevant documentation.

**CARRIED**

## 12.3 CUSTOMER SERVICES

### 12.3.1 REDLAND PERFORMING ARTS CENTRE BUSINESS PLAN AND FEES AND CHARGES

<b>Datworks Filename:</b>	<b>CP Redland Performing Arts Centre Business Plan</b>
<b>Attachment:</b>	<a href="#"><u>RPAC Business Plan</u></a> <a href="#"><u>RPAC Fees &amp; Charges</u></a>
<b>Responsible Officer Name:</b>	<b>Greg Jensen</b> <b>Acting General Manager Customer Services</b>
<b>Author Name:</b>	<b>Greg Jensen</b> <b>Manager Customer and Community Services</b>

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#### EXECUTIVE SUMMARY

The new performing arts centre will be completed and operational early in 2008. Prior to commencing operations, a Business Plan and Fees and Charges need to be approved by Council. The attached Plan highlights the Vision and Mission, overall operations, financial position, Corporate Balanced Scorecard performance indicators and contains a chart detailing the overall business plan on a single page. Attached are the recommended Fees and Charges for Professional/Commercial Hire, Community Hire and Reduced Community Hire rates.

The centre will be available for commercial and community use and will entrepreneur a variety of performances so that a range of different performances can be seen by the community in a local venue. An annual performance program including entrepreneured and community events will be developed to maximise the use of the centre and provide the community with an opportunity to be entertained as well as opportunities for local performance groups to practice their skills in a quality venue.

The centre will become operational in April 2008. This presents a constrained timeframe for the centre to obtain revenue prior to the end of the financial year. The establishment costs incurred reflect a longer period of time to allow initial set up of the systems, fit-out of the centre, testing, recruitment, stock purchase and development of marketing and shows for the short season prior to June 2008.

The Business Plan will be reviewed each year and the financial performance of the centre will take a number of years to settle into a normal operating mode. It is anticipated that, either year 3 or 4, will be the benchmark year when the centre has established itself both in terms of reputation and operations.

It is recommended that the Chef Executive Officer (CEO) is delegated authority to set ticket prices for shows that the centre provides as part of its entrepreneur program. The ticket prices will vary depending on the individual performance and the target audience.

An overview of the proposed philanthropy and sponsorship program is also provided to outline how this could benefit the centre and Council prior to opening, and during the life of the centre.

The centre also needs a registered business name to enable marketing and promotions. An internal working group has considered a number of options, with the two names recommended as 'the Redland Performing Arts Centre' or 'Redland Arts Centre'.

## **PURPOSE**

To enable Council to consider and endorse the Business Plan and adopt the Fees and Charges for 2007/2008, approve the business name, and delegate authority to the CEO to set ticket prices for Entrepreneurial events.

## **BACKGROUND**

The performing arts centre is to be opened in early 2008. The intent is to operate the centre in a commercial manner whilst also considering the need for community access and local arts development. The centre will operate under a Code of Competitive Conduct when it becomes fully operational.

The centre is a significant shift in Council's commitment to the "performing arts" and demonstrates a desire to enable the community to attend performances locally and also provide an opportunity for local performing arts groups to use the venue to showcase their talents and improve their skills through providing a purpose built venue with professional management and staffing.

Part of this process involves developing a business plan that outlines the centre's operations and financial position. The business plan details how the centre will operate, charge for services, attract sponsorship and offer skill development. The plan also details the centre's performance indicators and financial position.

The centre will be operating for a limited period of time for the financial year 2007/2008. It is anticipated that it will be open for business for up to three months only, where the centre has the ability to earn revenue. In contrast, as the centre gets closer to opening, it will have incurred costs for up to 12 months with the employment of some key staff, development of systems and procedures, initial fit out costs, engagement of contractors for various functions and recruitment and training of additional support staff.

Key elements of the business plan include the centre's Vision and Mission, its business operations and services, staff structure and roles of the various positions in the centre. Included is also a chart that details the Key Result Areas of the business, identifies its outcomes, performance indicators, strategies and actions for year 1. A detailed implementation plan has also been developed for use by the staff that is linked back to the business plan.

A Balanced Scorecard is provided which details the relevant performance indicators that will be used to evaluate the business's success. A Quarter 1 Budget Review will be sought to amend the budget to reflect that contained in the business plan. The effects of this change are discussed in detail in the business plan under the area relating to "Financial".

Fees and Charges are also provided for adoption by Council. There are three main fee structures. These are based on Professional/Commercial Hire, Community Hire and Reduced Community Hire rates.

The centre will entrepreneur its own program to bring varying touring shows to Redlands. These shows incur a cost to Council and revenue is derived from ticket sales. The pricing for the tickets is dependant on the performance and also the target audience. Performances will be targeted at seniors and youth, as well as the general community. For some target groups, such as seniors and youth, it will not be possible to charge to fully recover the costs. For other performances it may be possible to make a profit that can be used to offset other losses. Ticket price variability will require a price to be set for each performance. It is recommended that this is delegated to the Chief Executive Officer. Each performance is supported by a detailed budget to allow establishment of ticket prices and the likely financial result. This enables an informed decision to be made on pricing in consideration of the market conditions.

Both philanthropy and sponsorship will be important to the centre both initially and over its operational life. The program is outlined in the business plan in detail.

Lastly the centre requires a business name to be registered with the Office of Fair Trading. Four options are required to be put forward for consideration in a priority order.

## **ISSUES**

The most significant issue that is being addressed through the development of the Business Plan and the Fees and Charges is the balance of commercial return and community use. The centre needs to operate in a commercial manner. This does not necessarily mean that the centre will operate to make a profit. No similar centres that have been benchmarked against this centre operate at a profit.

The main focus will be to operate commercially and ensure that the operation is efficient to reduce overall costs. Additional charges have been detailed in the Fees and Charges that are different to the current charging regime used in the existing Redland Community and Cultural Centre. These reflect the commercial nature of the centre and standard industry practice.

Discounts have been provided to community and reduced community groups. Fees have been benchmarked against a number of similar venues across Australia. Fifty venues were reviewed to provide a reasonable scale. Appendix 4 of the attached business plan contains information on those centres closest to the new centre, and gives a comparison against recognised premier performing arts centres. Equipment

hire, direct staff time for event coverage and consumables are charged at the appropriate rates for all 'hirer' categories.

The centre is also responsible for providing a venue that enables local community and civic events to be held at reasonable cost, and assisting in the development of artistic performance through provision of quality facilities and support services combined with a number of education programs. These will be provided within the subsidy from Council.

The subsidy will be a two tier basis. Firstly there will be the Community Service Obligations (CSO) when fees charged are lower than the commercial rates that will require a CSO payment from Council. Secondly it will require the underwriting of the balance of the costs that cannot be recovered through the revenue raised by the centre. The underwriting of the losses is no different to that of the current Redland Community and Cultural Centre to the value of \$243,000 per annum and also the existing community halls to the value of \$550,000 per annum.

With the Entrepreneurial program offered by the centre there will be a need to set ticket prices based on the performance and also the intended audience. Performances for seniors and youth will be discounted below full cost recovery to provide an opportunity for them to attend touring artistic productions. Other performances will make a slight profit. The intent is to cover costs with reference to the price being charged in other venues for the same, or similar performances.

The direct costs of the artists, direct staff costs and marketing costs will also be factored into the budget for setting ticket prices. Under the provisions of section 36(2)(c) of the *Local Government Act 1993*, Council may charge for services and facilities it supplies, other than a service or facility for which a regulatory fee may be fixed. It is proposed that Council delegate its powers under this section to the Chief Executive Officer to set the ticket prices.

Consideration has been given to an appropriate business name and four possible options are required to be placed on the application for registration with the Office of Fair Trading. The names suggested for consideration by Council in priority order are:

1. Redland Performing Arts Centre
2. Redland Arts Centre
3. Redland Entertainment Centre
4. Redland Cultural and Community Centre

Once Council confirms its preferences or suggests other names, an application will be made for registration. Suitable branding will be developed at a later date.

The philanthropic and sponsorship program is designed to cater for a range of sponsorship for the opening events and ongoing program, as well as arts partnerships. The nature of the sponsorship or partnership is dependant on the value of the contribution and its purpose. The relationship can be short term for events and equipment contributions, or over a longer period of time and may include significant equipment purchase and contribution to operating costs. There are also opportunities

for a membership program for both business and individuals. The details of these various levels are contained in the Business Plan.

### **RELATIONSHIP TO CORPORATE PLAN**

The recommendation in this report 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 financial implications are detailed in the Business Plan. For this financial year, due to constrained operating times, the net result to Council for the new venue only, will be the requirement for a subsidy of \$471,000. This compares to the original budget subsidy amount of \$518,000. Total subsidy for the combined new venue and existing Redland Cultural and Community Centre is \$714,000.

### **CONSULTATION**

Consultation has occurred with the Executive Leadership Group, Community and Social Planning Group and the Corporate Planning, Performance and Risk Group.

### **OFFICER'S RECOMMENDATION**

That Council resolve as follows:

1. To endorse the Business Plan for the Redland Performing Arts Centre;
2. To adopt the attached Fees and Charges for the Redland Performing Arts Centre and amended Fees and Charges for the Redland Community and Cultural;
3. To delegate its powers under section 36(2)(c) of the Local Government Act 1993, to the Chief Executive Officer, to set the prices for tickets for the centre's entrepreneured performances; and
4. That the following names, in priority of preference, be submitted to the Office of Fair Trading for the purposes of registering a business name for the centre:
  - a. Redland Performing Arts Centre
  - b. Redland Arts Centre
  - c. Redland Entertainment Centre
  - d. Redland Cultural and Community Centre.

### **COMMITTEE DISCUSSION**

The following was the discussion at Committee and is reflected in the Committee Recommendation.

Committee discussed amending the 'Mission' statement in the Business Plan by adding a new dot point to promote creative industries skills and that the fees and charges be amended by adding a new category "private functions" as defined as non public ticketed events and therefore the ticket fee does not apply to these events.

Committee also requested that a progress report be provided covering the first twelve months.

**COMMITTEE RECOMMENDATION/  
COUNCIL RESOLUTION**

Moved by: Cr Williams

Seconded by: Cr Elliott

**That Council resolve as follows:**

1. To endorse the Business Plan for the Redland Performing Arts Centre;
2. To adopt the attached Fees and Charges for the Redland Performing Arts Centre and amended Fees and Charges for the Redland Community and Cultural;
3. To delegate its powers under section 36(2)(c) of the *Local Government Act 1993*, to the Chief Executive Officer, to set the prices for tickets for the centre's entrepreneured performances;
4. That the following names, in priority of preference, be submitted to the Office of Fair Trading for the purposes of registering a business name for the centre:
  - a. Redland Performing Arts Centre;
  - b. Redland Arts Centre;
  - c. Redland Entertainment Centre;
  - d. Redland Cultural and Community Centre;
5. That the following words be added to the Mission statement in the Business Plan as a new dot point 4, "*To promote the development of skills appropriate to creative industries*".
6. That a new category be added to the attached fees & charges as follows:

*"Private Function e.g. school functions – private functions are defined as non public ticketed events and the ticket fee does not apply to these events."*
7. That a report be provided to Council on the operation of Redlands Performing Arts Centre covering the first twelve months.

**CARRIED**



## 12.4 PLANNING AND POLICY

### 12.4.1 DELEGATION TO CHIEF EXECUTIVE OFFICER TO SEAL FUNDING AGREEMENTS

**Datworks Filename:** Grants and Funding Agreements  
**Responsible Officer Name:** Gary Photinos  
Manager Environmental Management  
**Author Name:** Angela Wright  
Senior Advisor Open Space Planning

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#### EXECUTIVE SUMMARY

Redland Shire Council (RSC) regularly applies for grants from various State and Federal government departments and agencies.

Where Council is successful in achieving these various grants a funding agreement is required to be signed and sealed by the Chief Executive Officer (CEO).

Under section 38 of the *Local Government Act 1993*, the use of the seal must be authorised by Council.

In order to expedite the execution of these grants, authority is sought for the CEO to affix the seal to the abovementioned funding agreements.

#### PURPOSE

That Council resolve to authorise the Chief Executive Officer to seal funding agreements where grants applications have been successful with State and Federal government departments and agencies.

#### BACKGROUND

- Council regularly applies for funding grants from various State and Federal government departments;
- Under section 38 of the *Local Government Act 1993*, the use of the seal must be authorised by Council;
- It is proposed that Council authorise the CEO to affix the seal for these agreements in accordance with the Act.

#### ISSUES

Recently Council has been successful in obtaining a capital funding to build an "All Abilities Playground" at the Capalaba Regional Park. In addition, Council has also been successful in obtaining funding to build a boardwalk on North Stradbroke Island using bio composite materials.

These two examples of successful grant applications are typical of the funding agreements that require signing and sealing by the Chief Executive Officer.

State and Federal Government Funding Agreements are formal documents that bind both parties to the terms and conditions of that grant. They typically specify how the funds must be spent; specify the reporting and accounting requirements, payment schedules, the relationship between the parties, a dispute resolution process and any other special conditions such as marketing, signage, advertising and opening ceremonies.

### **RELATIONSHIP TO CORPORATE PLAN**

The recommendation in this report primarily supports Council's strategic priority to provide a clear organisational direction supported by effective leadership and a framework of policies, plans and strategies that are responsive to the community's needs and which promote accountable and ethical standards of practice.

### **FINANCIAL IMPLICATIONS**

There are no specific financial implications associated with the signing and sealing of funding agreements. Typically, all funds that come from these agreements are forecast and identified in annual budgets.

### **CONSULTATION**

Consultation has been undertaken with the Corporate Meetings and Register Team in relation to the Delegations Register requirements.

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

Moved by: Cr Williams  
Seconded by: Cr Elliott

**That Council resolve to authorise the Chief Executive Officer to use the Council seal when signing funding agreements where grants applications have been successful with State and Federal government departments and agencies.**

**CARRIED**

**12.4.2 MONTHLY BALANCED SCORECARD REPORT FOR SEPTEMBER 2007**

<b>Dataworks Filename:</b>	<b>GOV - Corporate Balanced Scorecard Monthly Report to Committee</b>
<b>Attachments:</b>	<a href="#"><u>Corporate Balanced Scorecard Report September 2007</u></a>
<b>Responsible Officer Name:</b>	<b>Warren Van Wyk Manager Corporate Planning Performance &amp; Risk</b>
<b>Author Name:</b>	<b>Jenny Forbes Senior Projects Adviser</b>

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**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 September 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 September is Above Standard.

**PURPOSE**

To provide Council with the Corporate Balanced Scorecard report for the month of September 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**

September Rating: Outstanding

Proven Earnings Before Interest Tax & Depreciation (EBITD) Savings to Budget (weighting 20%) rated at the outstanding level, with a budget of \$9.1 million and actual \$13.1 million. 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 4.6 months being within the target range.

The Capital Works Program Financial Performance KPI (weighting 12%) compares expenditure on finalised projects with budget. With an outstanding result this month, the budget for completed projects so far this year (which are almost exclusively PDG projects) was \$2,448,342 and actual expenditure on these projects was \$2,131,913 resulting in a saving of 12.92%.

### **Customer Perspective**

September Rating: Outstanding

Capital Works Program Practical Completion (weighting 15%) reports on the % of capital project milestones achieved compared to plan. PDG capital projects program of works is currently under development, with 266 projects from the Capital Works Program currently being managed by PDG. 27 projects have reached practical completion YTD. Redland Water and Waste is on target YTD and the 9 capital milestones due in September were all achieved. In Corporate Services, milestones are actually ahead of target overall with Information Management Group having already completed most of October's scheduled milestones.

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 above standard, with no non-conformances during September.

Development Application Assessment Performance Index Timeliness (weighting 10%) achieved a satisfactory rating. This measure was previously called % of Development Assessment, Integrated Commercial and Land Development Applications processed within IPA timeframes. The name was changed to reflect the individual performance of each of the 3 categories of applications - Integrated Commercial, Land Development and Development Assessment rolled up into an index measuring the sum of their individual performance and targets.

**Internal Perspective**

September Rating: Outstanding

Asset Management Plans Actions Completed (weighting 7.5%) was outstanding with 95% completed on time.

% 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**

September Rating: Unsatisfactory

% of Funded Workplace Health and Safety Management Plan Actions (weighting 10%) rated as unsatisfactory. With the change to the new performance based Australian Standard (AS4804/4801) a transition plan was developed and distributed to the WH&S Committee for review. Once results from the external review are received CEO approval of transition plan will be sought.

The Lost Time Injury Frequency Rate (weighting 5%) is expressed as a rolling 12 month average and rated in the above standard range. Two minor incidents (two strains) were reported for the month.

**RELATIONSHIP TO CORPORATE PLAN**

The recommendation in this report primarily supports Council's strategic priority to provide a clear organisational direction supported by effective leadership and a framework of policies, plans and strategies that are responsive to the community's needs and which promote 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**

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:

1. Note the Corporate Balanced Scorecard for the month of September 2007, as attached; and
2. Adopt the following amendment to the Corporate Balanced Scorecard:

Change the name of the measure % of “Development Assessment, Integrated Commercial and Land Development Applications processed within IPA timeframes” to “Development Application Assessment Performance Index Timeliness”. The targets are Outstanding 300, Above Standard 225 and Satisfactory 150.

**ALTERNATIVE**

That Council resolve to:

1. Note the Corporate Balanced Scorecard for September 2007 and request additional information; and
2. Not adopt the proposed amendment to the Corporate Balanced Scorecard.

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

Moved by: Cr Williams

Seconded by: Cr Elliott

**That Council resolve as follows:**

1. **To note the Corporate Balanced Scorecard for the month of September 2007, as attached; and**
2. **Adopt the following amendment to the Corporate Balanced Scorecard:**

**Change the name of the measure % of “Development Assessment, Integrated Commercial and Land Development Applications processed within IPA timeframes” to “Development Application Assessment Performance Index Timeliness”. The targets are Outstanding 300, Above Standard 225 and Satisfactory 150.**

**CARRIED**

**12.4.3 QUARTERLY OPERATIONAL PLAN REPORT SEPTEMBER 2007**

**Dataworks Filename:** GOV - Corporate Performance Reporting Quarterly

**Attachments:** [Operational Plan Report September 2007](#)

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

**Author Name:** Jenny Forbes  
Senior Projects Adviser

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**EXECUTIVE SUMMARY**

The Corporate Plan for 2006 – 2010 was adopted by Council on 21 December 2005. In June 2007 the Corporate Plan was refined to reduce overlap between programs, to simplify terminology and to reduce the number of internally focused strategic priorities. Implementation of the Corporate Plan occurs through the annual Operational Plan.

The 2007-08 Operational Plan, which was adopted on 27 June 2007, highlights to the Council and the community the key initiatives that Council will pursue this financial year towards achievement of the Corporate Plan's long term objectives.

In line with the *Local Government Finance Standard 2005*, the 2007-08 Operational Plan sets out the Key Outputs that will be delivered during the 2007-08 financial year for each of the Strategies in the Corporate Plan, and the Key Performance Indicators (KPI's) for those Outputs. This quarterly report shows the actual achievements to date towards delivering on those KPI's, and by doing so also ensures that Council meets its obligations to monitor progress on delivering its Corporate and Operational Plans as required by the *Local Government Act 1993*.

The reporting system is designed to rate performance against each KPI in one of four ranges:

- Outstanding – Green (or ☆ in the summary)
- Above Standard – Yellow (✓)
- Satisfactory – Orange (▲)
- Unsatisfactory – Red (✖)

Due to issues including refinements to project plans and funding constraints, changes to KPI's in the Operational Plan are proposed and these are detailed under the relevant strategic priority headings. The Act requires that any changes to the Operational Plan be considered and adopted by Council.

## PURPOSE

This report ensures Council complies with the requirements of the *Local Government Act* and enables Council to monitor its business performance against its approved Operational Plan. It also identifies proposed amendments to the 2007-08 Operational Plan, and in accordance with the Act, recommends that Council adopt the necessary amendments.

## BACKGROUND

The Corporate Plan 2006 – 2010 includes 127 Strategies. To ensure a more strategic focus is maintained and reports are manageable, Council identified in this year's Operational Plan only the most significant Outputs scheduled to occur this year for each Strategy. For some Strategies there are no Key Outputs identified this year because they, either have been delivered in the previous financial year or are scheduled to be delivered in later years of the Corporate Plan.

This is the normal "exceptions" based report which focuses on KPI's performing in the unsatisfactory or outstanding ranges. A full report detailing results for all KPI's is available from the Corporate Planning Performance & Risk Group (CPPR) and will be posted on the intranet. A copy of the 2007-08 KPI Register; which includes comprehensive details of all KPI's including detailed definitions, sources of data, calculation methodology, targets each quarter, responsible officers and associated information; is available from CPPR and has been provided in the Councillors resource area for information.

The targets for some KPI's are shown in the report as Satisfactory 0, Above Standard 1 and Outstanding 2. This indicates that there were no planned action/s in the relevant quarter. These ranges are required to allow the reporting system to assign scores when an actual result is entered.

## ISSUES

Overall Performance – September Quarter (refer to the Attachment p.7)

Performance against the Operational Plan as a whole rated in the outstanding range for the quarter. The overall range of performance against each Strategic Priority is:

- Outstanding – Natural Environment, Land Use, Economic Prosperity, Community Health & Wellbeing, Essential Services and Governance.
- Above Standard – Corporate Services.

### KPI Performance Summary

There are 115 KPI's that are reportable in the Operational Plan for the 2007-08 year. These KPI's rated as follows:

- Outstanding – 73 KPI's (64%)



- Above Standard – 0 KPI's (0%)
- Satisfactory – 38 KPI's (33%)
- Unsatisfactory – 4 KPI's (3%) performed below expected levels.

Summary comments on the performance against each Strategic Priority follow. Comments on specific KPI's are included where an unsatisfactory result has occurred this quarter.

Natural Environment (refer to the Attachment pp. 8 - 12)

- Coastal and Waterways, Environmental Performance and Biodiversity Programs performed at an outstanding level with all key initiatives either on or ahead of their delivery schedule.

Changes to Operational Plan:

a. Environmental Performance Program:

- Replace KPI "90% completion of actions" with "Actions to achieve green house reduction targets" and replace targets of "80, 85 and 90" with "95, 98 and 100". The proposed higher targets more accurately reflect the focus in this KPI on establishing a list of actions during this financial year.
- Replace the TBA Output and KPI for the strategy – "Engage with the community on adaption to the potential changes to the Shire's natural environment attributable to climate change" - with "not scheduled for 2007-08".

Land Use (refer to the Attachment pp. 13 - 16)

- Integrated Planning and Rural Landscape and Green Space Programs performed at an outstanding level with all key initiatives delivered to schedule.
- Local Area Planning Program achieved an above standard result with all key initiatives delivered to schedule.
- Development Assessment achieved a satisfactory result with the expanded on-line development projects to commence next quarter.

Changes to Operational Plan:

a. Integrated Planning Program:

- Insert new KPI "Extent to which Priority Infrastructure Plan (PIP) is completed" under Output "The PIP is completed and adopted as an amendment to RPS with the associated charges schedule".
- Replace "RSC actively contributes to planning forums and makes representations on all key issues" with "Completion of submissions on SEQ Regional Plan Review" to ensure that Redlands is recognised as playing its role in relation to key regional issues.

## b. Local Area Planning Program:

- Delete KPI “All structure planning initiatives incorporate a range of differing community processes including in cases reference groups, ‘meet the planner’ feedback opportunities and information dissemination throughout the process via newsletters, web-page, displays and the like”, as it is reported in other structure planning KPI’s.

## c. Rural Landscape and Green Space Program

- Delete KPI “Key funded actions are underway to schedule”, as it is included in other Local Growth Management Plan KPI’s.
- Insert new Output “Prepare a Rural Precincts Plan for part of the Mt Cotton – Sheldon locality” and insert new KPI “Develop a Rural Precincts Plan”.

## d. Development Assessment Program

- Replace KPI “Extent to which DA’s are assessed within IPA timeframes or extended timeframes agreed by applicants” to “Development Application Assessment Performance Index Timeliness”. The name was changed to reflect the individual performance of each of the 3 categories of applications - Integrated Commercial, Land Development and Development Assessment rolled up into an index measuring the sum of their individual performance and targets.
- Replace targets of 95, 98 and 100 for “Extent to which the agreed expanded on-line DA projects are delivered by June 2008” with 22, 24 and 26 to reflect the number of DA projects.

Essential Services (refer to the Attachment pp.17-27)

- Water Supply, Waste Management, Wastewater, Roads and Drainage and Marine Facilities Programs achieved an outstanding rating, with all projects performing at the outstanding level.
- Transport Program achieved an above standard rating this quarter, with all projects progressing to schedule.

Changes to Operational Plan:

## a. Waste Management Program

- Replace Output “Lodgement of development application” with “Procurement documents released to market” and replace KPI “Preparation on schedule of a development application for a new waste facility” to “Preparation on schedule for the development of a new waste facility”. The changes represent progress on the development of the waste facility project.

Community Health & Wellbeing (refer to the Attachment pp.28 -37)

- Sport and Recreation, Arts and Culture and Disaster Management Programs achieved an outstanding rating.
- Community Health and Safety Program achieved a satisfactory result for the quarter. The KPI “Environmental health and mosquito control education sessions” received an unsatisfactory result as sessions were not able to be held in Quarter 1

due to maternity and sick leave resource issues. Two initiatives are not scheduled to start until later in the year.

- Strong Communities Program achieved an above standard rating with 1 KPI in the unsatisfactory range. The North Stradbroke Island Shared Responsibility Agreement has been developed by the community and will be signed off in the near future.

Changes to Operational Plan:

a. Strong Communities Program

- Replace KPI “Ageing well in Redlands pilot program completed” with “Implementation of Ageing Well in Redlands Strategy for 07/08” to incorporate range of implementation actions identified in strategy.

Economic Prosperity (refer to the Attachment pp.38-41)

- Business Attraction and Tourist Development Programs rated in the outstanding range. All initiatives are on schedule.
- Business Retention and Expansion Program achieved a satisfactory rating this quarter. Key Outputs are progressing to schedule, although no milestones were due to be completed in this quarter.

Changes to Operational Plan:

a. Business Retention and Expansion Program

- Replace targets 95, 98 and 100 for “Women2Work program delivered” with 34, 36 and 40 to reflect targeted attendance at 2 sessions.

Governance (refer to the Attachment pp.42 - 46)

- Governance Program rated in the outstanding range. All initiatives are on schedule.
- Financial Planning and Disclosure and Strategic Planning Programs rated in the above standard range with all initiatives which were due on schedule. Some initiatives are not reportable until future quarters.

Corporate Services (refer to the Attachment pp.47 - 54)

- Treasury, Asset Management, Marketing and Communications and Information Management Programs achieved an outstanding result with all initiatives progressing well.
- The Human Resource Management Program achieved an above standard rating. % of Funded Workplace Health and Safety Management Plan Actions rated unsatisfactory. The WH&S Transition Management Plan is awaiting review by the WH&S Committee.
- Learning and Organisational Improvement Programs rated satisfactory, due to some initiatives being scheduled to commence later in the year and a delay in the development of the leadership development program.

Changes to Operational Plan:

## a. Information Management Program

- Delete Output “Preliminary evaluation completed to schedule” as not scheduled for 07/08.
- Delete KPI “Preliminary evaluation of connect SEQ”, as not scheduled for 07/08.

## b. Human Resource Management Program

- Replace KPI “% of funded actions to attract job candidates implemented” with “Updated Remuneration and Benefits Strategy in place” which encompasses a full range of actions to attract, retain and remunerate candidates.
- Replace KPI “Extent to which recommended and endorsed enhancements are implemented” with “Extent to which Performance Management Process Enhancements and Recognition and Development Program budgeted and implemented” to incorporate full range of performance planning, recognition and development actions.
- Delete KPI “% of targeted managers and supervisors responsible for staff appraisals who have completed funded and scheduled training program” as reported in other KPI’s.

**RELATIONSHIP TO CORPORATE PLAN**

The recommendation in this report primarily supports Council’s strategic priority to provide a clear organisational direction supported by effective leadership and a framework of policies, plans and strategies that are responsive to the community’s needs and which promote 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**

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:

1. Note the attached Operational Plan Report for the 2007 September Quarter; and
2. Adopt the following amendments to the 2007-08 Operational Plan:
  - a. Environmental Performance Program:
    - Replace KPI “90% completion of actions” with “Actions to achieve green house reduction targets” and replace targets of “80, 85 and 90” with “95, 98 and 100”.
    - Replace the TBA Output and KPI for the strategy – “Engage with the community on adaption to the potential changes to the Shire’s natural environment attributable to climate change” - with “not scheduled for 2007-08”.
  - b. Integrated Planning Program:
    - Insert new KPI “Extent to which Priority Infrastructure Plan (PIP) is completed” under Output “The PIP is completed and adopted as an amendment to RPS with the associated charges schedule”.
    - Replace “RSC actively contributes to planning forums and makes representations on all key issues” with “Completion of submissions on SEQ Regional Plan Review”.
  - c. Local Area Planning Program:
    - Delete KPI “All structure planning initiatives incorporate a range of differing community processes including in cases reference groups, ‘meet the planner’ feedback opportunities and information dissemination throughout the process via newsletters, web-page, displays and the like”, as it is reported in other structure planning KPI’s.
  - d. Rural Landscape and Green Space Program
    - Delete KPI “Key funded actions are underway to schedule”, as it is included in other Local Growth Management Plan KPI’s.
    - Insert new Output “Prepare a Rural Precincts Plan for part of the Mt Cotton – Sheldon locality” and insert new KPI “Develop a Rural Precincts Plan”.
  - e. Development Assessment Program
    - Replace KPI “Extent to which DA’s are assessed within IPA timeframes or extended timeframes agreed by applicants” to “Development Application Assessment Performance Index Timeliness”.

- Replace targets of 95, 98 and 100 for “Extent to which the agreed expanded on-line DA projects are delivered by June 2008” with 22, 24 and 26 to reflect the number of DA projects.
- f. Waste Management Program
- Replace Output “Lodgement of development application” with “Procurement documents released to market” and replace KPI “Preparation on schedule of a development application for a new waste facility” to “Preparation on schedule for the development of a new waste facility”.
- g. Strong Communities Program
- Replace KPI “Ageing well in Redlands pilot program completed” with “Implementation of Ageing Well in Redlands Strategy for 07/08”.
- h. Business Retention and Expansion Program
- Replace targets 95, 98 and 100 for “Women2Work program delivered” with 34, 36 and 40 to reflect targeted attendance at 2 sessions.
- i. Asset Management Program
- Insert new Output “Identification of opportunities for efficient use of water and energy, and waste minimisation, re-use and recycling”.
  - Insert new KPI “Identify water and energy efficiency, waste minimisation, re-use and recycling initiatives in Council occupied buildings, fleet and supply services”.
- j. Information Management Program
- Delete Output “Preliminary evaluation completed to schedule” as not scheduled for 07/08.
  - Delete KPI “Preliminary evaluation of connect SEQ”, as not scheduled for 07/08.
- k. Human Resource Management Program
- Replace KPI “% of funded actions to attract job candidates implemented” with “Updated Remuneration and Benefits Strategy in place”.
  - Replace KPI “Extent to which recommended and endorsed enhancements are implemented” with “Extent to which Performance Management Process Enhancements and Recognition and Development Program budgeted and implemented”.
  - Delete KPI “% of targeted managers and supervisors responsible for staff appraisals who have completed funded and scheduled training program” as reported in other KPI’s.

**ALTERNATIVE**

That Council resolve to:

1. Note the Operational Plan Report for the 2007 September Quarter and seek additional information; and
2. Not adopt the proposed amendments to the 2007-08 Operational Plan, and seek additional information.

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

Moved by: Cr Williams  
Seconded by: Cr Elliott

**That Council resolve as follows:**

1. **To note the Operational Plan Report for the 2007 September Quarter; and**
2. **To adopt the following amendments to the 2007-08 Operational Plan:**
  - a. **Environmental Performance Program:**
    - **Replace KPI “90% completion of actions” with “Actions to achieve green house reduction targets” and replace targets of “80, 85 and 90” with “95, 98 and 100”.**
    - **Replace the TBA Output and KPI for the strategy – “Engaging the community on adaption to the potential changes to the Shire’s natural environment attributable to climate change” – with “not scheduled for 2007-08’.**
  - b. **Integrated Planning Program:**
    - **Insert new KPI “Extent to which Priority Infrastructure Plan (PIP) is completed” under Output “The PIP is completed and adopted as an amendment to RPS with the associated charges schedule”.**
    - **Replace “RSC actively contributes to planning forums and makes representations on all key issues” with “Completion of submissions on SEQ Regional Plan Review”.**
  - c. **Local Area Planning Program:**
    - **Delete KPI “All structure planning initiatives incorporate a range of differing community processes including in cases reference groups, ‘meet the planner’ feedback opportunities and information dissemination throughout the process via newsletters, web-page, displays and the like”, as it is reported in other structure planning KPI’s.**

- d. **Rural Landscape and Green Space Program**
- Delete KPI “Key funded actions are underway to schedule”, as it is included in other Local Growth Management Plan KPI’s.
  - Insert new Output “Prepare a Rural Precincts Plan for part of the Mt Cotton – Sheldon locality” and insert new KPI “Develop a Rural Precincts Plan”.
- e. **Development Assessment Program**
- Replace KPI “Extent to which DA’s are assessed within IPA timeframes or extended timeframes agreed by applicants” to “Development Application Assessment Performance Index Timeliness”.
  - Replace targets of 95, 98 and 100 for “Extent to which the agreed expanded on-line DA projects are delivered by June 2008” with 22, 24 and 26 to reflect the number of DA projects.
- f. **Waste Management Program**
- Replace Output “Lodgement of development application” with “Procurement documents released to market” and replace KPI “Preparation on schedule of a development application for a new waste facility” to “Preparation on schedule for the development of a new waste facility”.
- g. **Strong Communities Program**
- Replace KPI “Ageing well in Redlands pilot program completed” with “Implementation of Ageing Well in Redlands Strategy for 07/08”.
- h. **Business Retention and Expansion Program**
- Replace targets 95, 98 and 100 for “Women2Work program delivered” with 34, 36 and 40 to reflect targeted attendance at 2 sessions.
- i. **Asset Management Program**
- Insert new Output “Identification of opportunities for efficient use of water and energy, and waste minimisation, re-use and recycling”.
  - Insert new KPI “Identify water and energy efficiency, waste minimisation, re-use and recycling initiatives in Council occupied buildings, fleet and supply services”.



**j. Information Management Program**

- Delete Output “Preliminary evaluation completed to schedule” as not scheduled for 07/08.
- Delete KPI “Preliminary evaluation of connect SEQ”, as not scheduled for 07/08.

**k. Human Resource Management Program**

- Replace KPI “% of funded actions to attract job candidates implemented” with “Updated Remuneration and Benefits Strategy in place”.
- Replace KPI “Extent to which recommended and endorsed enhancements are implemented” with “Extent to which Performance Management Process Enhancements and Recognition and Development Program budgeted and implemented”.
- Delete KPI “% of targeted managers and supervisors responsible for staff appraisals who have completed funded and scheduled training program” as reported in other KPI’s.

**CARRIED**

## 12.5 CLOSED SESSION

### MOTION TO CLOSE MEETING

Moved by: Cr Seccombe

Seconded by: Cr Beard

That the meeting be closed to the public under Section 463(1) of the *Local Government Act 1993* to discuss the following items:

#### 12.5.1 Compensation Claim – Haig Road, Birkdale

#### 12.6.1 Tender for the Provision of Conservation Maintenance 1151-2007 PCO

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

*"(e) contracts proposed to be made by it; (Council)*

CARRIED

### MOTION TO REOPEN MEETING

Moved by: Cr Elliott

Seconded by: Cr Seccombe

That the meeting be again opened to the public.

CARRIED

#### 12.5.1 COMPENSATION CLAIM - HAIG ROAD, BIRKDALE

**Datworks Filename:** P.107136 / P.318020

**Responsible Officer Name:** Andy Blacklock  
Acting Manager Corporate Acquisitions Fleet & Facilities

**Author Name:** Merv Elliott  
Property Services Manager

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### EXECUTIVE SUMMARY

A claim for compensation in this matter has been submitted to Council for consideration. A confidential report dated 11 October 2007 from Acting Manager Corporate Acquisitions Fleet & Facilities provides details on the matter.

It is recommended that Council settle the claim for compensation and authorise the Mayor and Chief Executive Officer to sign and seal all documents.

## RELATIONSHIP TO CORPORATE PLAN

The recommendation in this report primarily supports Council's strategic priority to provide a clear organisational direction supported by effective leadership and a framework of policies, plans and strategies that are responsive to the community's needs and which promote accountable and ethical standards of practice.

## FINANCIAL IMPLICATIONS

A budget provision for this matter has been allocated in 2007/08 budget and is detailed in the confidential report. There will be a shortfall of funds of approximately \$324,825 that will be addressed at the first quarter budget review.

## CONSULTATION

Property Services Manager has consulted with Legal Services Unit in respect to this matter.

## OPTIONS

### PREFERRED

That Council resolves as follows:

1. To approve settlement of the claim for compensation in respect to the resumption of lot identified in the confidential report from Acting Manager Corporate Acquisitions, Fleet & Facilities, in the amount outlined in the same report, plus interest on the compensation monies from date of resumption plus valuation fees as outlined in the same report; and
2. That the Mayor and Chief Executive Officer be authorised to sign and seal all documentation.

### ALTERNATIVE

There are no realistic options to consider as Council is legally bound to pay fair market value for land resumption.

## OFFICER'S/COMMITTEE RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr Williams  
Seconded by: Cr Elliott

**That Council resolve as follows:**

- 1. To approve settlement of the claim for compensation in respect to the resumption of lot identified in the confidential report from Acting Manager Corporate Acquisitions, Fleet & Facilities, dated 11 October 2007, in the amount outlined in the same report, plus interest on the compensation monies from date of resumption plus valuation fees as outlined in the same report; and**

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

**CARRIED**

## 12.6 TENDER FOR CONSIDERATION

The following tender was presented for consideration:

### 12.6.1 TENDER FOR THE PROVISION OF CONSERVATION MAINTENANCE 1151-2007 PCO

**Datworks Filename:** FM Tendering - Supply Services  
**Responsible Officer Name:** Gary Soutar  
Manager Operations and Maintenance  
**Author Name:** Jillian Jones  
Procurement Coordinator

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### EXECUTIVE SUMMARY

Previously conservation maintenance works have been conducted on an ad-hoc basis by quotation, however this process is administratively intensive due to the current volume of these works and so a scheduled contract is to be introduced.

In accordance with section 484 (1) of the *Local Government Act 1993*, Council invited tenders for the Provision of Conservation Maintenance.

The tender was advertised on 7 September 2007 in the Redland Times, 8 September 2007 in the Courier Mail and 11 September 2007 in the Bayside Bulletin. Tenders closed on 1 October 2007 at 11:30am.

Twenty six (26) documents were issued and the following submissions were received:

- B & G Lawncare
- The Plant Management Company
- Bushworx
- B4C Bulimba Creek Catchment Coordinating Committee
- Aust Care Environmental Services Pty Ltd
- Bushcare Services
- Native Plants of South East Qld
- Austspray Environmental Weed Control Pty Ltd
- Gecko Regen
- Technigro Pty Ltd

This report presents the evaluation of tenders received. The tender considered to be the most advantageous to Council is being 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 to award a contract to Gecko Regen to perform Conservation Maintenance for the Northern, Central and Southern sites within the Redland Shire for the amount of \$103,224 plus GST per annum for a period of two (2) years from 5 November 2007 to 4 November 2009 with the option to extend for a further three (3) one (1) year periods.

## BACKGROUND

In accordance with section 484 (1) of the *Local Government Act 1993*, Council invited tenders for the Provision of Conservation Maintenance.

The tender was advertised on 7 September 2007 in the Redland Times, 8 September 2007 in the Courier Mail and 11 September 2007 in the Bayside Bulletin. Tenders closed on 1 October 2007 at 11:30am.

## ISSUES

Clarifications were sought from all suppliers ranging from missing referee details to inaccuracies in the extended figures on the pricing schedule.

This tender includes conservation maintenance services consisting of pruning, weed control, rubbish removal and reporting for nominated sites.

Three schedules were including covering Northern, Central and Southern sites with offers invited for schedules separately with the option to offer a discount should all three schedules be awarded to one supplier.

Tenderers were asked to respond to the requirements below and the evaluation was weighted as follows:

TENDER EVALUATION CRITERIA		
Mandatory Criteria	Reference to Tender Deliverable Attachment in Section B	Evaluation Weightings
• Form of Tender	Tender Deliverable Attachment – A	-
• Licences	Tender Deliverable Attachment – J	-
Other Criteria	Reference to Tender Deliverable Attachment in Section B	Evaluation Weightings
• Risk and Benefit to RSC	All Tender Deliverable Attachments	-
• Insurances	Tender Deliverable Attachment – D	-
• Statement of Non Compliance	Tender Deliverable Attachment – B	-
• Tendered Sum	Tender Deliverable Attachment – C	30%
• Previous Experience	Tender Deliverable Attachment – F	-
• Referee Reports	Tender Deliverable Attachment – E	10%
• Qualifications	Tender Deliverable Attachment – K	-
• General Operational Capability & Experience	Tender Deliverable Attachment – I	40%
• Safety Management Plan	Tender Deliverable Attachment – G	-
• Environmental Management Plan	Tender Deliverable Attachment – H	20%

For those areas without an evaluation weighting these were assessed as either acceptable or not acceptable to Council.

Please refer to Appendix A Summary of Tender Evaluation for details of the evaluation, Appendix B for the Evaluation Scoring and Appendix C for the Scoring Methodology.

## **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**

Parks and Conservation has sufficient funds in the 2007/08 budget for these services and there are no significant financial implications by entering into this contract.

This contract is linked to Queensland CPI for its annual review and the figures above are subject to this review.

## **CONSULTATION**

Consultation has occurred with:

- Senior Conservation Officer
- Conservation Services Officer
- Procurement Coordinator

## **OPTIONS**

### **PREFERRED**

1. To accept the tender from and award a contract to Gecko Regen to perform Conservation Maintenance for the Northern, Central and Southern sites within the Redland Shire for the amount of \$103,224 plus GST per annum for a period of two (2) years from 5 November 2007 to 4 November 2009 with the option to extend for a further three (3) one (1) year periods;
2. To delegate to the Chief Executive Officer the authority to:
  - a. Make, vary and discharge the contract in accordance with the agreed contract terms for any changes; and
  - b. To sign all relevant documentation; and
3. That the documents "Summary of Tender Evaluation" and "Evaluation Scores" remain confidential.

### **ALTERNATIVE**

1. To accept the tender from and award a contract to Aust Care Environmental Services Pty Ltd to perform Conservation Maintenance for the Northern, Central and Southern sites within the Redland Shire for the amount of \$150,325.50 plus GST per annum for a period of two (2) years from 5 November 2007 to 4 November 2009 with the option to extend for a further three (3) one (1) year periods;

2. To delegate to the Chief Executive Officer the authority to:
  - a. Make, vary and discharge the contract in accordance with the agreed contract terms for any changes; and
  - b. To sign all relevant documentation; and
3. That the documents "Summary of Tender Evaluation" and "Evaluation Scores" remain confidential.

**OFFICERS/COMMITTEE RECOMMENDATION/  
COUNCIL RESOLUTION**

Moved by: Cr Williams

Seconded by: Cr Elliott

**That Council resolve as follows:**

1. To accept the tender from and award a contract to Gecko Regen to perform Conservation Maintenance for the Northern, Central and Southern sites within the Redland Shire for the amount of \$103,224 plus GST per annum for a period of two (2) years from 5 November 2007 to 4 November 2009 with the option to extend for a further three (3) one (1) year periods;
2. To delegate to the Chief Executive Officer the authority to:
  - a. Make, vary and discharge the contract in accordance with the agreed contract terms for any changes; and
  - b. To sign all relevant documentation; and
3. That the documents "Summary of Tender Evaluation" and "Evaluation Scores" remain confidential.

**CARRIED**



## 13 DIRECT TO COUNCIL REPORTS

### 13.1 REPORT FROM OFFICE OF CEO

#### 13.1.1 APPOINTMENT OF BRISBANE SHOW HOLIDAY IN THE REDLANDS

**Datworks Filename:** HRM Gazetted Public Holidays

**Responsible Officer Name:** Ray Turner  
Acting Chief Executive Officer

**Author Name:** Susan Barnes  
Executive Officer

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#### EXECUTIVE SUMMARY

The Minister for Transport, Trade, Employment and Industrial Relations has written to Council seeking its application for the appointment of a show holiday for the district in the year 2008. In the past, Council has considered this matter in relation to the Brisbane Show holiday and maintained the status quo by applying for the holiday on the Monday of the week the Brisbane Show holiday is declared.

The Brisbane Show holiday will be held Wednesday, 13 August 2008. To maintain the status quo Council will need to apply for the 'Brisbane Show Holiday in Redlands' on Monday 11 August 2008. Council's application for the district holiday must be made with the Minister before Friday, 23 November 2007.

#### PURPOSE

That Council resolve to make a request to the Minister for Transport, Trade, Employment and Industrial Relations under section 4 of *the Holidays Act 1983* for the 'Brisbane Show Holiday in Redlands' to be appointed on Monday 11 August 2008.

#### BACKGROUND

Each year Council receives a request from the Minister responsible for administration of the *Holiday Act 1983* to provide details to appoint a show holiday.

In 2000 Council sought community feedback on the show holiday prior to making a decision. The community response clearly indicated a preference to maintain the status quo. In 2001, Council resolved to maintain the status quo for the date of the show holiday, but requested that the name be changed to 'Brisbane Show Holiday in Redlands'. Community feedback on this matter was not sought.

#### ISSUES

##### BUSINESS ISSUES

The Brisbane Show holiday in the Redlands has always been provided on a different day from the Brisbane Show holiday as, among other reasons, it provides benefits to business.

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### COMMUNITY ISSUES

Council has previously placed a public notice in the local paper seeking feedback to the date of the show holiday. The majority of responses were to maintain the status quo. A separate holiday allows Redland Shire residents a more enjoyable visit to the Brisbane Show with the option to attend on the Monday and avoid the big crowds.

### **RELATIONSHIP TO CORPORATE PLAN**

The recommendation in this report primarily supports Council's strategic priority to provide a clear organisational direction supported by effective leadership and a framework of policies, plans and strategies that are responsive to the community's needs and which promote accountable and ethical standards of practice.

### **FINANCIAL IMPLICATIONS**

There are no unbudgeted financial implications for Council as the costs of the Show holiday have been considered and funded in the current budget.

### **CONSULTATION**

No consultation is necessary as this is consistent with all previous reports and decisions in this matter.

### **OPTIONS**

#### **PREFERRED**

That Council resolve to request the Minister for Transport, Trade, Employment and Industrial Relations appoint a 'Brisbane Show Holiday in Redlands' on Monday 11 August 2008. This option maintains the status quo from previous years.

#### **ALTERNATIVE**

That Council resolve to not make a request to the Minister for the appointment of a Brisbane Show Holiday in Redlands.

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

Moved by: Cr Elliott  
Seconded by: Cr Burns

**That Council resolve to request the Minister for Transport, Trade, Employment and Industrial Relations appoint a 'Brisbane Show Holiday in Redlands' on Monday 11 August 2008.**

### **CARRIED**

**14 NOTICE OF BUSINESS****14.1 NOTICE GIVEN BY CR OGILVIE (DIVISION 2)****14.1.1 VISITOR INFORMATION SERVICE – DUNWICH**

In accordance with Subordinate Local Law No 5 (Meetings), Cr Ogilvie gave notice that he would move an item of business at today's General Meeting.

**PROPOSED MOTION**

Moved by: Cr Ogilvie

Seconded by: Cr Elliott

That Council resolve -

1. To seek quotations on the operation of a Visitor Information Service at Dunwich for six (6) months, with an option for a three (3) month extension;
2. That funding for this service be referred to the next budget review; and
3. That a report be prepared and presented to Council in response to the Queensland Tourism's "Draft Tourism Destination Management Plan".

On being put to the vote, the motion was LOST.

A division was called for.

Crs Ogilvie, Henry, Bowler, Elliott and Murray voted in the affirmative.

Crs Barker, Dowling, Burns, Beard, Williams and Seccombe voted in the negative.

The motion was declared by the Mayor as LOST.

## 14.2 NOTICE GIVEN BY CR BOWLER (DIVISION 6)

### 14.2.1 PROPOSED AMENDMENT OF LOCAL LAW POLICY NO 11 (CONTROL OF SIGNS)

In accordance with Subordinate Local Law No 5 (Meetings), Cr Bowler gave notice that she would move an item of business at today's General Meeting.

#### PROPOSED MOTION

Moved by: Cr Bowler

Seconded by: Cr Elliott

That Local Law Policy No 11 (Control of Signs) No 5 (g) (ix) be amended to read as follows:

- (ix) The maximum number of pre-election day signs to be exhibited by an individual candidate is:
- 6 for a Divisional Councillor candidate in Division 6.

Cr Elliott moved that the motion be put.

The motion to put the motion was put to the vote and LOST.

A division was called for.

Crs Murray, Elliott, Bowler, Henry and Ogilvie voted in the affirmative.

Crs Barker, Dowling, Burns, Beard, Williams and Seccombe voted in the negative.

The motion to put the motion was declared by the Mayor as LOST.

Debate on this item continued.

The Mayor put the motion. On being put to the vote, Cr Bowler's motion was declared by the Mayor as LOST.

A division was called for.

Crs Ogilvie, Henry, Bowler, Elliott and Murray voted in the affirmative.

Crs Barker, Dowling, Burns, Beard, Williams and Seccombe voted in the negative.

The motion was declared by the Mayor as LOST.

**15 MAYORAL MINUTE****15.1 SPONSORSHIP – REDLANDS EASTER FAMILY FESTIVAL 2008****BACKGROUND**

In accordance with the Mayor's Community Fund Policy, POL-2035, Council approval is required for all contributions at or exceeding \$5,000.

Mayor's Community Fund Guideline, GL-2035, states that any contribution of \$7,501 or more requires three written quotations. Due to the nature of the sponsorship, this requirement is not realisable.

**COUNCIL RESOLUTION**

Moved by: Cr Seccombe

**That Council resolve to approve \$10,000 sponsorship to the Redlands Easter Family Festival 2008, to be allocated from the Mayor's Community Fund.**

**CARRIED**

**16 URGENT BUSINESS WITHOUT NOTICE**

Permission was granted for the following items of urgent business to be brought forward.

**16.1 ELECTION SIGNS (CR BOWLER – DIVISION 6)**

Moved by: Cr Bowler  
Seconded by: Cr Elliott

- 1. That Council support the ability for Division 6 candidates to be entitled to a maximum of six election signs in the 2008 election; and**
- 2. That the compliance area of Council be made aware of the intention of this Council decision.**

**CARRIED**

A division was called for.

Crs Ogilvie, Henry, Dowling, Bowler, Elliott, Williams and Murray voted in the affirmative.

Crs Beard, Burns, Barker and Seccombe voted in the negative.

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

**16.2 REPORT ON ISSUE CONCERNING THE BUILDING OWNERSHIP AT  
DUNWICH – (CR DOWLING - DIVISION 4)**

Moved by: Cr Dowling  
Seconded by: Cr Burns

**That a report be presented to the next Planning and Policy Committee meeting to include details of the following:**

- **the history of the building at Dunwich which houses a number of Council activities, Redlands Tourism, etc.**
- **who built the building**
- **how it was funded**
- **how and when Council took occupancy of the building**

**CARRIED**

Cr Ogilvie left the meeting at 5.50 pm.

**17 CONFIDENTIAL REPORT****17.1 REPORT FROM PLANNING & POLICY****17.1.1 DRAFT REDLANDS LGMS - RESPONSE TO FIRST STATE INTEREST REVIEW COMMENTS**

**Dataworks Filename:** Redlands Local Growth Management Strategy (LGMS)  
**Responsible Officer Name:** Wayne Dawson  
Manager, Land Use Planning Group  
**Author Name:** Stephen Hill  
Senior Advisor, Local & Regional Planning

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Council has a broad power under Section 463(1) of the *Local Government Act 1993* to close a meeting to the public where there are genuine reasons why the discussion on a matter should be kept confidential.

**MOTION TO CLOSE MEETING**

Moved by: Cr Elliott  
Seconded by: Cr Dowling

That the meeting be closed to the public under section 463(1)(g) *any action to be taken by the local government under the Integrated Planning Act 1997, including deciding applications made to it under that Act.*"

CARRIED

Cr Murray left the meeting at 6.09pm.

**MOTION TO REOPEN MEETING**

Moved by: Cr Williams  
Seconded by: Cr Barker

That the meeting be opened again to the public.

CARRIED

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**EXECUTIVE SUMMARY**

At a Special Meeting of Council held on the 21 June 2007, Council adopted the Draft Redlands Local Growth Management Strategy [LGMS] and supporting documentation for the purposes of First State Interest Review.



The State Government submitted its response to the draft LGMS and supporting documents in correspondence received on 12 September 2007. In summary the State confirmed the draft Redlands LGMS was broadly consistent with the Strategic Directions and Principles of the SEQ Regional Plan (SEQRP). However, extensive comments on the draft LGMS, including a number which potentially conflicted with or could compromise key policy positions contained in the draft LGMS were also received from various State Agencies.

The Land Use Planning Group, in consultation with other relevant groups of Council, have reviewed the submitted State comments and prepared written responses. This report specifically addresses comments raised by State Agencies as part of the first State Interest Review that conflict with or could compromise key policy positions of the draft LGMS. These comments relate to:

- Southern Redland Bay (Redland Bay South) Investigation Area;
- Southern Moreton Bay Islands;
- Mt. Cotton Village;
- Redland Bay Integrated Enterprise Precinct;
- Green Business Precinct;
- Economic Activity Investigation Area – Birkdale;
- Thornlands Integrated Enterprise Area;
- Weinam Creek and Toondah Harbour Transit Orientated Communities;
- Draft Priority Infrastructure Plan and Infrastructure Charges Schedule;
- SEQIPP 2008 projects; and
- Climate Change.

In addition, this report also seeks Council endorsement to facilitate non statutory public display of the draft Southern Redland Bay Investigation Area study for a period of twenty (20) business days commencing on a date to be announced. The establishment of an urban community within the Southern Redland Bay (Redland Bay South) Investigation Area to meet forecast population growth to 2026 is recognised as a key element of the draft LGMS and reflects the significant planning investigations that are currently being finalised for this area.

## **PURPOSE**

The purpose of this report is to:

- seek Council approval of the recommended responses to comments raised by State Agencies as part of the first State Interest Review that potentially conflict with or could compromise key policy positions of the draft LGMS;
- inform Council of the responses prepared to the balance of comments raised by State Agencies as part of State Interest review; and
- seek Council confirmation to commence public exhibition of the Southern Redland Bay Investigation Area – Planning Study Volumes 1 & 2.

## BACKGROUND

With the introduction of the South East Queensland Regional Plan 2005-2026 each local government in SEQ has been required to prepare a LGMS. The LGMS sets out Council's strategy for achieving the urban development aspects of the SEQ Regional Plan. More specifically, the purpose of the LGMS is to:

- implement the urban development aspects of the SEQ Regional Plan at a local level;
- identify where, and in what form, urban growth and change will occur in a way consistent with the SEQ Regional Plan; and
- identify how growth and change will be facilitated by Council through planning scheme amendments and non-planning scheme measures.

At a Special Meeting of Council held 21 June 2007, Council adopted the Draft Redlands Local Growth Management Strategy [LGMS] and supporting documentation for the purposes of 1<sup>st</sup> State Interest Review. The adopted draft LGMS was subsequently submitted to the State Government [Office of Urban Management] through formal correspondence dated 25 June 2007.

At the Special Meeting Council also resolved to make a formal submission to the Regional Planning Minister to include the area in Thornlands identified as a future integrated enterprise precinct area in the draft LGMS as a Major Development Area under the SEQ regional Plan.

The State Government has responded to the draft LGMS through 1<sup>st</sup> State Interest Review comments received on 12 September 2007. The Land Use Planning Group in consultation with other relevant groups of Council have reviewed the submitted State comments and drafted individual responses addressing each of the one hundred and ninety seven (197) matters that have been raised.

## ISSUES

### **Draft Redlands LGMS 1<sup>st</sup> State Interest Review**

The State Government has confirmed that the draft Redlands LGMS is broadly consistent with the Strategic Directions and Principles of the SEQ Regional Plan (SEQRP). However extensive comments on the draft LGMS, including a number which potentially conflict with or could compromise key policy positions contained in the draft LGMS were also received from various State Agencies.

#### ***Key State Comments***

A number of key comments which potentially conflict with or could compromise key policy positions contained in the draft LGMS were raised by State Agencies as part of the 1<sup>st</sup> State Interest Review of the draft LGMS. Most of these key issues relate to specific geographic areas within the Shire. Key comments raised by State Agencies relate to the following:

- The Southern Redland Bay Investigation Area;
- The Southern Moreton Bay Islands;
- Mt. Cotton Village;
- Redland Bay Integrated Enterprise Precinct;
- Green Business Precinct;
- Economic Activity Investigation Area – Birkdale;
- Thornlands integrated Enterprise Area;
- Weinam Creek and Toondah Harbour Transit Orientated Communities;
- Draft Priority Infrastructure Plan and Infrastructure Charges Schedule;
- SEQIPP 2008 projects; and
- Climate Change.

Confidential Attachment 1 identifies relevant state agency comments in relation to each of the above matters and the recommended response from Council. For completeness each comment raised by a State Agency in relation to any of the above matters is included in the Attachment.

It should also be noted that the State Government has not formally responded, through the 1<sup>st</sup> State Interest Review, to Council's submission to have the proposed Thornlands Integrated Enterprise Area designated as a Major Development Area under the SEQ Regional Plan.

### **Southern Redland Bay Investigation Area – Planning Study**

A key element of the draft LGMS Residential Development Strategy is the establishment of an urban community within the Southern Redland Bay Investigation Area to meet forecast population growth to 2026. This policy position reflects the significant planning investigations that are currently being finalised for this area. The next key critical step in this process is to obtain Council endorsement of the draft planning study for the purposes of non-statutory public exhibition.

The Southern Redland Bay Investigation Area is one of eight investigation areas identified across the region as potential land banks for medium to longer term urban development to accommodate population growth. The SEQ Regional Plan states that if the Investigation Area is found to be suitable, development is not expected until 2010 to 2015. Prior to any urban development occurring, the SEQ Regional Plan requires a detailed planning study to be undertaken in this Investigation Area.

In summary, the planning study has found that the area is suited for the establishment of an 'urban village' supporting a population of between 8,000-10,000 within a range of housing types [including medium to higher density] with a strong village centre. The study also recognises the need to establish much stronger flora and fauna connections between the Moreton Bay foreshore and the koala conservation areas. Full details of the planning process to date and the preferred land use option for the area are included in confidential Attachment 2.

Following community consultation the planning study will be submitted to the State Government for its approval and endorsement.

## **RELATIONSHIP TO CORPORATE PLAN**

The LGMS is the vehicle through which council sets out its strategy for achieving the urban development aspects of the SEQ Regional Plan at the local level. The LGMS is consistent with Council's strategic priorities regarding:

- Natural Environment;
- Land use character;
- Essential service'
- Community health and well being; and
- Economic prosperity.

## **FINANCIAL IMPLICATIONS**

The draft LGMS has been prepared in accordance with Council's budgets. A draft Local Growth Management Strategy Public Exhibition Consultation Plan has been prepared to address Council's statutory requirement for public exhibition of the draft Local Growth Management Strategy. Funding is anticipated to be required to support the implementation of the consultation plan.

The Southern Redland Bay Investigation Area – Planning Study is a budgeted program with no additional funding required for its public exhibition.

## **PLANNING SCHEME IMPLICATIONS**

A number of amendments to the Redlands Planning Scheme will be required to facilitate the implementation of the Redlands LGMS once finalised. Key amendments to the Redlands Planning Scheme are documented in the draft Schedule of Implementation Activities.

No amendments to the Redlands Planning Scheme are required as a result of the public exhibition of the Southern Redland Bay Investigation Area – Planning Study.

## **CONSULTATION**

The Land Use Planning Group has consulted with the Executive Leadership Group and extensively with the following Planning & Policy groups in preparing responses to the State Government comments:

- Infrastructure Planning Group;
- Environmental Management Group; and
- Community and Social Planning.

The Southern Redland Bay Investigation Area – Planning Study has been prepared in consultation with the State Government and a Community Reference Group. A

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working group of Council has also been involved at key stages through the planning study preparation and included relevant groups of Planning & Policy as well as Redland Water and Waste. The findings of the Southern Redland Bay Investigation Area – Planning Study were presented to a Councillor workshop on 29 October 2007.

## **OPTIONS**

### **PREFERRED**

That Council resolve as follows:

1. To adopt the recommended responses to State Agencies comments received in response to first State Interest Review of the draft LGMS as detailed in Attachment 1;
2. To forward immediately to the Regional Planning Minister a copy of the responses to State Agencies as detailed in Attachment 1 to finalise first State Interest Review.
3. To endorse public display of the draft Southern Redland Bay Investigation Area – Planning Study Volumes 1 & 2 as detailed in Attachment 2 for a period of 20 business days commencing on a date to be announced;
4. All written correspondence exchanged between Council and the State Government as part of First State Interest Review of the LGMS shall remain confidential pending commencement of statutory public notification of the Redlands LGMS- Exhibition version .

### **ALTERNATIVE**

1. That Council does not adopt the recommended responses to State Agencies comments received in response to first State Interest Review of the draft LGMS as detailed in Attachment 1.
2. That Council does not endorse public exhibition of the draft Southern Redland Bay Investigation Area – Planning Study Volumes 1 & 2 as detailed in Attachment 2.

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

Moved by: Cr Beard  
Seconded by: Cr Burns

**That Council resolve as follows:**

1. To adopt the recommended responses to State Agencies' comments received in response to first State Interest Review of the draft LGMS as detailed in confidential Attachment 1;
2. To forward immediately to the Regional Planning Minister a copy of the responses to State Agencies as detailed in confidential Attachment 1 to finalise first State Interest Review;
3. To endorse public display of the draft Southern Redland Bay Investigation Area – Planning Study Volumes 1 & 2 as detailed in confidential Attachment 2 for a period of 20 business days commencing on a date to be announced;
4. That all written correspondence exchanged between Council and the State Government as part of First State Interest Review of the LGMS remain confidential pending commencement of statutory public notification of the Redlands LGMS- Exhibition version; and
5. That the draft Southern Redland Bay Investigation Area Planning Studies, Volumes 1 and 2, remain confidential until such time as they are released for public display.

#### **CARRIED**

A division was called for.

Crs Barker, Dowling, Burns, Beard, Williams and Seccombe voted in the affirmative.

Crs Elliott, Bowler and Henry voted in the negative.

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

(Crs Ogilvie and Murray were absent from the meeting).

#### **18 MEETING CLOSURE**

The Mayor declared the meeting closed at 6.11pm.

Signature of Chair: \_\_\_\_\_

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