



Redland
SHIRE COUNCIL

MINUTES

GENERAL MEETING

**Wednesday 31 January 2007
commencing at 4:00pm**

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



TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	DECLARATION OF OPENING	4
2	DEVOTIONAL SEGMENT	4
3	RECORD OF ATTENDANCE AND LEAVE OF ABSENCE	4
4	RECEIPT AND CONFIRMATION OF MINUTES	4
5	MATTERS OUTSTANDING FROM PREVIOUS GENERAL MEETING MINUTES	5
5.1	REPORT FROM CHIEF EXECUTIVE OFFICER	5
5.1.1	PETITION (DIVISION 5) ROAD CONSTRUCTION – RUSSELL ISLAND	5
5.1.2	PETITION (DIVISION 3) INTERFACE BETWEEN INDUSTRIAL AND RESIDENTIAL LANDS ALONG SOUTH STREET, CLEVELAND.....	5
5.1.3	REPORT ON POTENTIAL TO IMPLEMENT PROGRAM FOR GRADUAL UNDERGROUNDING OF ELECTRIC POWERLINES	5
6	PUBLIC PARTICIPATION	6
7	PRESENTATIONS	6
7.1	PRESENTATION (CR DOWLING, DIVISION 4).....	6
7.2	REPORT (CR SECCOMBE, MAYOR).....	6
8	MOTION TO ALTER THE ORDER OF BUSINESS	6
9	DECLARATION OF MATERIAL PERSONAL INTEREST ON ANY ITEMS OF BUSINESS	6
10	PLANNING & POLICY COMMITTEE 23/01/07 - RECEIPT AND ADOPTION OF REPORT	7
10.1	CUSTOMER SERVICES.....	7
10.1.1	PROPOSED ANIMAL MANAGEMENT SYSTEMATIC INSPECTION PROGRAM.....	7
10.2	PLANNING AND POLICY.....	10

10.2.1	PETITION (DIV 3) - UPGRADE OF THORNLANDS ROAD BETWEEN CLIFFORD PERSKE DRIVE AND BAYTHORN ROAD.....	10
10.2.2	REVIEW OF ENVIRONMENTAL ACQUISITION POLICY POL-0281	13
10.2.3	RESEARCH PROJECT INTO BIODIVERSITY-FRIENDLY URBAN DESIGN.....	16
10.2.4	KOALA HABITAT MAPPING - EXPRESSION OF INTEREST .	20
10.2.5	ENDORSEMENT OF WATERFEST 2007 TO BE INCORPORATED INTO REDLANDS SPRING FESTIVAL	24
10.2.6	CLEVELAND AQUATIC CENTRE UPGRADE DELEGATED AUTHORITY PDG- 45088-1.....	29
10.3	TENDERS FOR CONSIDERATION.....	32
10.3.1	VISITOR INFORMATION SERVICES TO REDLAND SHIRE - EDU-0001 B	32
10.4	GENERAL BUSINESS.....	37
11	REDLAND WATER AND WASTE COMMITTEE 24/01/07 - RECEIPT AND ADOPTION OF REPORT	38
11.1	REDLAND WATER AND WASTE	38
11.1.1	REDLAND WATER & WASTE BUSINESS UNIT REPORT - DECEMBER 2006	38
11.1.2	PRESSURE & LEAKAGE MANAGEMENT PROJECT	41
12	FINANCE AND CORPORATE MANAGEMENT COMMITTEE 24/01/07 - RECEIPT AND ADOPTION OF REPORT	49
12.1	OFFICE OF CEO.....	49
12.1.1	FRAUD AND CORRUPTION PREVENTION POLICY AND GUIDELINE	49
12.2	CORPORATE SERVICES.....	52
12.2.1	DECEMBER 2006 - MONTHLY FINANCIAL REPORTS.....	52
12.2.2	AMENDMENT TO SENIOR MANAGERS' EMPLOYMENT CONTRACTS AND GUIDELINE GL-3019.....	56
12.3	CUSTOMER SERVICES.....	60

12.3.1 LOCAL DISASTER MANAGEMENT PLANS 60

12.4 PLANNING AND POLICY68

12.4.1 MONTHLY BALANCED SCORECARD REPORT FOR
DECEMBER 2006 68

12.5 COMMITTEE GENERAL BUSINESS72

13 MAYORAL MINUTE.....73

13.1 FINAL AUDIT REPORT 2005/0673

14 URGENT BUSINESS WITHOUT NOTICE74

15 MEETING CLOSURE.....74

1 DECLARATION OF OPENING

The Mayor declared the meeting open at 4.00pm.

2 DEVOTIONAL SEGMENT

Pastor Alan Young from the Redlands Ministers' Fellowship led Council in a brief devotional segment.

3 RECORD OF ATTENDANCE AND LEAVE OF ABSENCE

MEMBERS PRESENT:

Cr D H Seccombe	Mayor
Cr P J Dowling	Deputy Mayor and Councillor Division 4
Cr A G Barker	Councillor Division 1
Cr C B Ogilvie	Councillor Division 2
Cr D A Henry	Councillor Division 3
Cr 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:

Mrs S Rankin	Chief Executive Officer
Mr M Goode	General Manager Customer Services
Mr R Turner	General Manager Corporate Services
Mr G Underwood	General Manager Planning and Policy
Mr T Kasper	Manager Technical Support, representing General Manager Redland Water and Waste

MINUTES:

Mrs T Dunn	Corporate Meetings and Registers Team Leader
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4 RECEIPT AND CONFIRMATION OF MINUTES

Moved by: Cr Ogilvie
Seconded by: Cr Williams

That the minutes of the General Meeting of Council held on 20 December 2006 be confirmed.

CARRIED

5 MATTERS OUTSTANDING FROM PREVIOUS GENERAL MEETING MINUTES

The Chief Executive Officer presented the following report for noting:

5.1 REPORT FROM CHIEF EXECUTIVE OFFICER

5.1.1 PETITION (DIVISION 5) ROAD CONSTRUCTION – RUSSELL ISLAND

At the General Meeting of 29 November 2006, Council resolved that a petition from residents and ratepayers of Redland Shire, living on Flinders Street, Leichhardt Terrace and Naples Drive, Russell Island, requesting that Council construct these roads to the accepted standard that applies on the mainland urban residential areas of this Shire be received and referred to the appropriate Department for a suitable response.

A letter in response to the petition has been sent to the principal petitioner advising that the roads listed are in Council's 10 year capital works program.

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

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

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

5.1.3 REPORT ON POTENTIAL TO IMPLEMENT PROGRAM FOR GRADUAL UNDERGROUNDING OF ELECTRIC POWERLINES

At the General Meeting of 20 December 2006, Council resolved to initiate discussions with Energex and report back within two months on progress on the potential to implement a program of gradual undergrounding of electric powerlines for the purpose of conservation of urban koala habitat on both public and private lands.

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 Barker

That the meeting adjourn for a public participation segment.

CARRIED

- Mr Rod Carter of Macleay Island addressed Council koala preservation on North Stradbroke Island.

MOTION TO RESUME MEETING

Moved by: Cr Henry
Seconded by: Cr Barker

That the proceedings of the meeting resume.

CARRIED

7 PRESENTATIONS

7.1 PRESENTATION (CR DOWLING, DIVISION 4)

Cr Dowling presented to Council a trophy and certificate in recognition of Morwong Beach, Coochiemudlo Island being awarded the Keep Australia Beautiful Clean Beach Challenge 2006 'Three Plus Community-Local Government Partnership Award'.

7.2 REPORT (CR SECCOMBE, MAYOR)

The Mayor reported to Council on the outcomes of a recent extensive Crime and Misconduct Commission investigation into allegations made against him and advised that the CMC had totally cleared him (and the other named) of any wrongdoing.

8 MOTION TO ALTER THE ORDER OF BUSINESS

Nil.

9 DECLARATION OF MATERIAL PERSONAL INTEREST ON ANY ITEMS OF BUSINESS

Cr Williams declared a conflict of interest in item 10.2.5.

10 PLANNING & POLICY COMMITTEE 23/01/07 - RECEIPT AND ADOPTION OF REPORT

Moved by: Cr Burns
Seconded by: Cr Beard

That the Planning and Policy Committee Report of 23 January 2007 be received.

CARRIED

10.1 CUSTOMER SERVICES

10.1.1 PROPOSED ANIMAL MANAGEMENT SYSTEMATIC INSPECTION PROGRAM

Datworks Filename: L & E Dog Registration - Systematic Inspection Program
Responsible Officer Name: Tim Donovan
Manager Assessment Services
Author Name: Gary Kirby
Compliance Services Manager

EXECUTIVE SUMMARY

Section 1098 of the *Local Government Act 1993*, requires Council to approve Systematic Inspection Programs.

“A Local Government may by resolution approve a program (an “approved inspection program”) under which authorised persons may enter places to monitor compliance with a Local Government Act or an aspect of a Local Government Act”.

Council conducts Systematic Inspection Programs (surveys) to enforce the provisions of Local Law 2 (Keeping and Control of Animals).

PURPOSE

In accordance with Section 1098 of the *Local Government Act 1993*, the purpose of this report is to seek Council approval to perform a dog registration Systematic Inspection Program from 1 March 2007 to 31 May 2007 inclusive.

BACKGROUND

Local Law 2 (Keeping and Control of Animals), require all dog owners to register their dogs with Council.

In order to determine the accuracy of records, obtain new registrations and follow up on overdue registrations, a requirement exists for Animal Management to carry out a Systematic Inspection Program of all premises within the Shire. Animal Management Systematic Inspection Programs are performed bi-annually.

ISSUES

The Systematic Inspection Program, if approved, will commence on 1 March 2007 and continue until 31 May 2007. This program will operate for a period of 3 months. The systematic inspection program will be advertised in a local paper at least 14 days, but no more than 28 days prior to the commencement of the approved inspection program.

The purpose of the systematic inspection program is to verify Council dog registration records, obtain new registrations, obtain payment for out of date dog registrations and to issue penalty infringement notices to dog owners who fail to renew the due registration fee for their dog.

The program will allow Authorised Officers to enter private property within the Redland Shire to gain access to the front door of the dwelling and the surrounding garden areas, and to all business premises by way of normal public access. The program does not authorise access to a building or other structure used for residential purposes. The program will be conducted between 8am – 5pm, Monday to Friday.

Copies of the program providing details of the Systematic Inspection Program will be available at Council Customer Service Centres. Members of the public can obtain a copy of the program at no charge.

RELATIONSHIP TO CORPORATE PLAN

The recommendation primarily supports Council's Strategic Priority, Health and Wellbeing, to provide services and initiatives which promote community health and safety, and to manage health and safety risks.

~~To~~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. (Check on which one to use)

~~The recommendation primarily supports Council's strategic priority to enhance personal safety, general health and wellbeing. (Check on which one to use)~~

~~In striving to~~ achieve this ~~objective~~goal, Council is committed to ~~encourage~~encouraging responsible dog ownership and the enforcement of all provisions of Local Law 2 (Keeping and Control of Animals)

FINANCIAL IMPLICATIONS

Authorised Officers employed in this program are employed on a three (3) month contract. The systematic inspection program has been identified within the current 2006/2007 budget. Council would also expect a higher level of annual revenue from increased dog registrations, in addition to better control and management of animals.

Accordingly, it is expected that revenue raised during the program will contribute to salaries identified as ~~the~~a major cost. Other than minor incidental costs such as vehicles, stationery and minor protective clothing items, no financial implications have been identified.

CONSULTATION

The proposal to perform the Systematic Inspection Program has involved consultation with Senior Advisor Environmental Health.

OPTIONS

PREFERRED

That pursuant to Section 1098 of the *Local Government Act 1993*, Council resolve to approve the Systematic Inspection Program to be conducted from 1 March 2007 to 31 May 2007 inclusive.

ALTERNATIVE

That Council resolve to act on complaints received only.

OFFICER'S/COMMITTEE RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr Burns
Seconded by: Cr Beard

That, pursuant to Section 1098 of the *Local Government Act 1993*, Council resolve to approve the Systematic Inspection Program, as detailed in this report, to be conducted from 1 March 2007 to 31 May 2007, inclusive.

CARRIED

10.2 PLANNING AND POLICY

10.2.1 PETITION (DIV 3) - UPGRADE OF THORNLANDS ROAD BETWEEN CLIFFORD PERSKE DRIVE AND BAYTHORN ROAD

Datworks Filename: RTT: Capital Works
Responsible Officer Name: David Elliott
Manager Infrastructure Planning
Author Name: Len Purdie
Senior Advisor Capital Project Programming

EXECUTIVE SUMMARY

At the General Meeting on 27 September 2006, a petition was presented regarding the flooding of Thornlands Road between Clifford Perske Drive and Baythorn Road, Thornlands.

The petitioners are concerned that Thornlands Road has flooded on a number of occasions. They believe it is unreasonable to wait until 2009-10 when works are programmed to upgrade Thornlands Road.

This report recommends that the upgrading of Thornlands Road be brought forward to be built in the 2007-08 works program.

PURPOSE

To respond to a petition received from local residents regarding flooding of Thornlands Road.

BACKGROUND

Council has an infrastructure charge for the East Thornlands area to fund various road works. This includes a roundabout at the intersection of Baythorn Drive and Thornlands Road and associated culvert upgrades that would resolve the flooding problem. The works have been estimated to cost \$700,000 (2007) and programmed for 2009-10. The road upgrade for Thornlands Road will improve flood immunity to the correct Q50 standard.

Thornlands Road between Clifford Perske Drive and Baythorn Road, Thornlands has recently flooded on a number of occasions.

ISSUES

The petition requests that Council upgrade Thornlands Road earlier than the programmed time of 2009-10 because of flooding occurring between Clifford Perske Drive and Baythorn Road.

Council has been collecting infrastructure charges for the East Thornlands area for various roadworks that include a roundabout at Baythorn Drive and Thornlands Road and associated culvert upgrade. The works are estimated to cost \$700,000 and there are now sufficient funds collected through the charge to complete the works.

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 to Council's Capital Budget, as the funds have been collected through the infrastructure charge.

PLANNING SCHEME IMPLICATIONS

There are no implications to the Redlands Planning Scheme.

CONSULTATION

The Divisional Councillor, Cr Debra Henry, has been consulted regarding the recommendation in this report.

OPTIONS

PREFERRED

That Council resolve as follows:

1. To bring forward the construction of a roundabout and associated culvert works at the intersection of Baythorn and Thornlands Roads, Thornlands from the 2009-10 Capital works program to the 2007-08 Capital Works Program; and
2. That the petitioners be advised of Council's resolution in the matter.

ALTERNATIVE

That Council resolve as follows:

1. That the roundabout at the intersection of Baythorn and Thornlands Roads, Thornlands and associated culverts remain as scheduled in the Capital Works Program for 2009-10; and
2. That the petitioners be advised of Council's resolution in the matter.

OFFICER'S RECOMMENDATION

That Council resolve as follows:

1. To bring forward the construction of a roundabout and associated culvert works at the intersection of Baythorn and Thornlands Road, Thornlands, from the 2009-10 Capital Works Program to the 2007-08 Capital Works Program; and
2. That the petitioners be advised of Council's resolution in the matter.

COMMITTEE DISCUSSION

It was agreed that the words "*subject to budget approval*" was required to be included in recommendation number 1.

COMMITTEE RECOMMENDATION

That Council resolve as follows:

1. To bring forward the construction of a roundabout and associated culvert works at the intersection of Baythorn and Thornlands Road, Thornlands, from the 2009-10 Capital Works Program to the 2007-08 Capital Works Program subject to budget approval; and
2. That the petitioners be advised of Council's resolution in the matter.

COUNCIL RESOLUTION

Moved by: Cr Burns
Seconded by: Cr Henry

That Council resolve as follows:

1. To bring forward the construction of a roundabout and associated culvert works at the intersection of Baythorn and Thornlands Road, Thornlands, from the 2009-10 Capital Works Program to the 2007-08 Capital Works Program subject to budget approval; and that it be noted that there will be sufficient funds collected through the infrastructure charges for these works, and not as incorrectly stated in the report that "*there are now sufficient funds collected*";
2. That the petitioners be advised of Council's resolution in this matter.

CARRIED

10.2.2 REVIEW OF ENVIRONMENTAL ACQUISITION POLICY POL-0281

Datworks Filename: EM Policy - Environmental Charge Acquisition Policy

Attachments: [Existing Policy \(POL-0281\)](#)
[Proposed New Environment Charge Acquisition Policy \(POL-3057\)](#)

Responsible Officer Name: Gary Photinos
Manager Environmental Management

Author Name: Richard Collins
Advisor - Habitat Protection

EXECUTIVE SUMMARY

The Environmental Charge Acquisition Policy POL-281 has been reviewed in accordance with Council's process of policy review. The policy describes how money raised under the Environmental Separate Charge is to be spent for conservation purposes.

The review process has highlighted the need to make a small number of minor changes to the document which reflects the adoption of the new Corporate Plan and the formalising of the current ongoing practice of spending a portion of the money on management activities.

PURPOSE

To recommend minor changes to the Environmental Charge Acquisition Policy POL-281 in accordance with the policy review process.

BACKGROUND

Section 972 of the Local Government Act 1993 enables a local government to make a separate charge to rate payers. Council makes several of these including the Environment Separate Charge. The Environmental Charge Acquisition Policy then details how the money raised by the Environmental Separate Charge is to be spent.

The first Environmental Charge Policy was introduced in 1992. This was redrafted 1997 as the Environmental Charge Acquisition Policy which has been subsequently reviewed in 2000 and 2003. The present version of the policy is now due for review.

ISSUES

The review of the Environmental Charge Acquisition Policy POL-281 has highlighted the need to make a small number of minor changes. These proposed changes reflect the adoption of the new Corporate Plan and the formalising of current practices and are detailed below;

- The change of the Policy title to 'Environmental Charge Acquisition & Management Policy 2006' from the 'Environmental Charge Acquisition Policy'.
- This change reflects the ongoing use of some of the money raised under the charge to be used in the management of conservation reserves (see below).
- The Head of Power has been updated to reflect the adoption of the new 'Corporate Plan 2006 – 2010'. This now reads: 'Council's Corporate Plan states the Strategic Priority for the Natural Environment – 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'.
- The inclusion of a second Policy Objective reflects the ongoing practice of using a portion of the money raised under the Environment Separate Charge for the management of Council conservation reserves. This principle was included in the 1997 version of the Environment Charge Acquisition Policy but was subsequently removed with the expectation that a separate policy for the management of reserves would be drafted. This separate policy did not eventuate but the use of part of the money for management purposes continued. The proposed change to the policy formalises this current practice.
- The proposed second Policy Objective reads: 'To manage environmentally significant land for existing and future generations and to protect the environmental significance of the site in both the short term and the long term'.
- The inclusion of an additional Policy Statement that affirms Council's commitment to the use of funds for conservation management. Policy Statement 6 reads: 'The contribution of funds from the Environmental Charge Acquisition and Management Policy towards the management of the conservation estate'.
- The addition of a Note that describes the apportioning of the Environmental Separate Charge following a resolution at Council's Special Budget Meeting for the Budget 2006 / 2007. This reads: 'as of 30 June 2006, Council's apportioning of the \$70 charge will be;
 - \$30 towards acquisition
 - \$30 towards management
 - \$10 spent according to developed plans for conservation areas, especially creeks and waterways.

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

The revised and updated policy does not change any existing financial implications. All funds raised by the current Environment Separate Charge are being expended as Council has resolved through its budget meetings. The policy only serves to formalise these arrangements.

CONSULTATION

Consultation on this review has included the Acting Manager Operations and Maintenance, Planning and Policy Department's Finance Officer. 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.

OPTIONS

PREFERRED

That Council resolve to:

1. Adopt the attached Environmental Charge Acquisition & Management Policy POL-3057; and
2. Declare Environmental Charge Acquisition Policy POL-281 obsolete.

ALTERNATIVE

That Council resolve to defer the adoption of Environmental Charge Acquisition Policy POL-281 pending amendments as directed by Council.

OFFICER'S RECOMMENDATION

That Council resolve to:

1. Adopt the attached Environmental Charge Acquisition & Management Policy POL-3057; and
2. Declare Environmental Charge Acquisition Policy POL-281 obsolete.

COMMITTEE RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr Henry
Seconded by: Cr Williams

That consideration of this matter be deferred to the March 2007 Planning and Policy Committee meeting.

CARRIED

10.2.3 RESEARCH PROJECT INTO BIODIVERSITY-FRIENDLY URBAN DESIGN

Datworks Filename: EM UQ Partnership PHD Research Project
Responsible Officer Name: Gary Photinos
Manager Environmental Management
Author Name: Stuart Fitzsimmons
Advisor, Biodiversity Planning

EXECUTIVE SUMMARY

In June 2005, the University of Queensland approached Council to support and contribute to a research project on “conserving native wildlife during urbanisation”. With letters of support from Brisbane City Council, Gold Coast City Council, Redland Shire Council and The Urban Development Institute of Australia, University of Queensland applied for an Australian Research Grant from the Federal government and were successful in gaining support and funding of \$270,000 over a three year period.

Since securing the funding from the Federal government, the University has written to request that Council provide a contribution of \$10,000 per annum for the next three years. Only Council, by resolution, can make a commitment beyond the current financial year.

Council has budgeted \$10,000, plus in-kind support of \$15,150 for 2006/07 for the collaborative research project “*Conserving native wildlife during urbanisation: The effectiveness of biodiversity-friendly urban design (BFUD) and construction practises*”. There is no commitment of funding for 2007/08 and 2008/09. This project offers a unique opportunity to assess “green” urban developments within the Redland Shire, and provide valuable information on construction processes that enhance and conserve the Shire’s bio-diversity.

PURPOSE

To request that Council commit to be a collaborative member of the research project “*Conserving native wildlife during urbanisation: The effectiveness of biodiversity-friendly urban design and construction practises*”. This will require a \$10,000 per annum and in-kind contribution of an estimated \$15,150 for the BFUD research project for 2007/08 and 2008/09.

BACKGROUND

In June 2005, Dr Sean Fitzgibbon (Wildlife Researcher from University of Queensland), approached Council for contribution of three years of funding and in-kind support for the project “*Conserving native wildlife during urbanisation: The effectiveness of biodiversity-friendly urban design and construction practises*”. The project is to be undertaken as a 3-year collaborative PhD research project.

In November 2005, Council officers provided preliminary support for the project and budgeted the funding of \$10,000, plus in-kind support (\$15,150) for 2006/07 only.

The project has been awarded an Australian Research Council (ARC) grant under the Federal Government's 'ARC Linkage Program' in July 2006, which is aimed at encouraging collaborative research between universities, industry and government bodies. The grant will provide \$270,000 in funds over the three-year project.

Currently 4 industry/government partners have committed funding over 3 years to the collaborative research project:

1. The Urban Development Institute of Australia;
2. Brisbane City Council;
3. Gold Coast City Council;
4. The Environmental Protection Agency, Queensland State Government.

A PhD candidate was appointed to undertake the research project in November 2006.

Project has commenced with discussions occurring with industry and government partners.

ISSUES

Urban development generally produces many negative impacts on native wildlife and their habitats, often causing localised species extinctions. To reduce these effects, innovative developers are increasingly using biodiversity-friendly urban design and construction practices (BFUDCPs) in green developments.

Examples of BFUDCPs include selective (rather than broad-scale) clearing of native vegetation, landscaping with local native plant species, storm-water detention ponds, and pet covenants. It is assumed that the more a developer utilises such measures the more the urban development will:

1. Minimise negative impacts to local flora and fauna (particularly koalas);
2. Support nearby nature reserves and corridors; and
3. Minimise the loss of ecosystem services.

The extent to which these measures enhance the conservation of biodiversity remains untested and largely unknown. This study will examine the effectiveness of BFUDCPs in sustaining the diversity of native wildlife in urban developments of South-East Queensland - the fastest growing urban region in Australia. The findings will fill a knowledge gap that will greatly benefit the development industry and all levels of government involved in its regulation.

The primary aim of this study is to assess the effectiveness of 6 green developments in conserving the major native wildlife groups (vertebrates) within Australia's most rapidly expanding urban region – South East Queensland (SEQ) over the next 3 years. This will involve wildlife surveys of selected developments at various stages of the development (i.e. before, during and after development at each site). This will allow identification of fauna species/groups that are lost as a result of the urban development and at which stage this loss occurs.

While the research will involve surveying for all major vertebrate fauna, it is likely that a focused case-study will also be conducted on the survival of koalas (*Phascolarctos cinereus*) at suitable development sites. Dr S FitzGibbon is currently employed as a koala ecology researcher in the Koala Study Program at the University of Queensland (UQ). The koala case study would likely involve monitoring the response of koalas to urban development, using the latest GPS-collar technology which is currently being trialled through UQ. The koala is a high profile species of extreme importance in the Redland Shire, and we consider that this potential element of the longitudinal monitoring study would be of benefit to Council.

Commitment to this project for 3 years is required to fully assess the value of "green" construction methods, from which conclusions can be incorporated into future Council development strategies. This information will enable Council to provide environmentally friendly urban design, and provide valuable information on important species such as koalas, and waterway ecosystem health. Commitment for only 1 year will not provide meaningful information or conclusions that will be of value to Council.

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

Council has currently committed funding (\$10,000) to the first year of the project (2006/07 financial year). Council also committed in-kind contributions from two Council staff members (one at 5% and one at 10% of the annual salary of Habitat Protection Officer) valued at \$15,150 per annum. Further commitment to this project will involve financial contributions of \$10,000 per annum for 2007/08 and 2008/09 from Council, plus in-kind support of \$15,150 per annum.

PLANNING SCHEME IMPLICATIONS

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

CONSULTATION

Consultation was undertaken with Manager Land Use Planning and the Environmental Education Unit.

OPTIONS**PREFERRED**

That Council resolve to commit in collaboration with Brisbane City Council, Gold Coast City Council, the Urban Development Institute, and the Environmental Protection Agency to the three year PHD research project titled, "Conserving Native Wildlife during Urbanisation" conducted by the University of Queensland.

ALTERNATIVE

That Council resolve to withdraw support for the BFUD project prior to commencement of the project.

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

Moved by: Cr Bowler
Seconded by: Cr Dowling

That Council resolve to commit in collaboration with Brisbane City Council, Gold Coast City Council, the Urban Development Institute, and the Environmental Protection Agency, to the three year PHD research project titled, "*Conserving Native Wildlife during Urbanisation*" conducted by the University of Queensland.

CARRIED

10.2.4 KOALA HABITAT MAPPING - EXPRESSION OF INTEREST

Dataworks Filename: EM Koala Conservation Management Policy & Strategy

Responsible Officer Name: Gary Photinos
Manager Environmental Management

Author Name: Dan Carter
Senior Advisor Natural Environment

EXECUTIVE SUMMARY

On the 29 November 2006, a letter was received from Environmental Protection Agency (EPA) in regards to funding opportunity to undertake koala habitat mapping within the shire. Currently within the shire, general population understanding is good with frequent studies having occurred since the 1990's on the mainland. One area that has had very little work on is North Stradbroke Island. Although Council and the community have been aware of a population on the island, no population estimation or habitat mapping work has been carried out.

More recently Consolidated Rutile Limited has been radio collaring koalas and tracking their movements with the University of Queensland to establish general location of the koala population and their use of rehabilitation areas. It is proposed that with the work that CRL has undertaken it is recommended that more koalas are collared outside of lease areas with particular attention to koalas in Amity, Dunwich and Point Lookout areas. This will provide greater understanding of the koala habitat requirements throughout the island and allow for the establishment of transects and timing for population estimates to occur. The cost is estimated at \$150,000 with equal contributions of \$50,000 from EPA, Redland Shire Council and CRL.

PURPOSE

That Council resolve to submit an expression of interest to the EPA for the habitat mapping of the koala population on North Stradbroke Island in conjunction with University of Queensland and Consolidated Rutile Limited and provide funding and in kind support if successful.

BACKGROUND

- 29 November 2006, a letter was received by the Manager of Wildlife Conservation Branch of Environmental Protection Agency (EPA) regarding koala habitat mapping and funding opportunity over four years to assist local governments.
- Nature Conservation (koala) Conservation Plan 2006 and Management program 2006-2016 was adopted by State Government.
- December 2006 Council adopted the option of releasing a draft Koala Conservation and Management Policy 2006 to go out for public comment.

- August 2002 Council adopted the Koala Conservation and Management Policy and Strategy.
- In 1997 Koala Coast Policy identified koala conservation areas and other major habitat was created with work undertaken by researchers.
- In 1993 Joint Regional Koala Habitat Project by Dr Lester Pahl was published with the objective of using GIS for mapping koala habitat.

ISSUES

CURRENT KOALA HABITAT MAPPING IN SHIRE

The mainland of Redland Shire has been well mapped with systematic koala surveys occurring at 27 sites throughout the koala coast from 1996 to 2006. This work has been done by David Dique and more recently Deidre DeVillers. This work has been integral in the mapping of the koala coast since 1997.

Council has commenced funding University of Queensland Gatton College for more detailed studies of the koala within the suburban areas of Redlands in recent times. The objective is gaining a better understanding of Redlands urban population with the establishment of replicable methodology of population monitoring and the tracking of koala movement through suburbia. This work will continue over the next two years and will guide Council on the appropriate management of koalas in the suburban environment.

Currently, only limited work has been done on North Stradbroke Island. This work has been done by CRL who has been working with University of Queensland for the last 4 years in radio collaring a number of individuals on the island. At this stage no work has been carried out to establish population estimate, however data collected already provides a clear understanding of the important habitat for koalas on the Island.

NORTH STRADBROKE ISLAND KOALA POPULATION

North Stradbroke Island has a koala population that is not well recognised by the wider community. The 2002 koala objective establishes a population estimate for the mainland that fails to include the koala population of North Stradbroke Island. Recent work by CRL has identified koala corridors through and around the townships of Dunwich and Amity Point with some moving into Point Lookout. The western coastline of North Stradbroke Island has been identified as the habitat preference of the koala on the island with some movement through to Brown Lake and other perched lake areas. Further work would clearly identify this movement and any other significant habitat on the island.

It is important that current categorisation of the koala habitat on the Island be done to assist in the appropriate planning and management of the threats facing the koala population on the Island.

METHODOLOGY FOR UNDERTAKING POPULATION ESTIMATE

It is intended that the first 12 months an estimated 12 to 15 koalas collared with latest GPS collars, monitoring the movements of these koalas, would provide sufficient information of primary habitat and secondary habitat areas. In particular, attention is needed in regards to koalas found in the Amity, Point Lookout and Dunwich areas.

In undertaking this work, it would provide sufficient information to identify key population estimate transects throughout the island thus ensuring a good reliable population estimate is undertaken in accordance to EPA koala plan requirements.

COST OF RESEARCH

Preliminary estimates of cost would be around \$150,000 with this broken into \$50,000 from Redland Shire Council and \$50,000 from EPA. CRL will continue to contribute a current \$50,000 budget allocation provided to koala monitoring. The \$150,000 will see the use of GPS collars, capture, genetic testing, fitting of the collars and tracking of koalas and provision of report of appropriate transect areas. Population transects would be undertaken in future years.

CONSOLIDATED RUTILE LIMITED (CRL) CONTRIBUTION TO POPULATION ESTIMATE

CRL for the last 5 years has been radio collaring a number of koalas with the assistance of University of Queensland. This work has provided information on the movement of koalas around the island. The objective of the study was to find out where koalas were living and whether they were visiting the rehabilitation areas.

Current information from CRL shows significant movements in some koalas which move between rehabilitated areas on western coastline through Dunwich, Amity and Point Lookout while others are quite sedentary. Diet analysis has given an understanding of koalas in undisturbed areas having a small restricted diet, while those in the rehabilitated areas had a wide diet range.

CRL has committed to the following in regards to the project of developing a habitat mapping and population estimate for NSI.

- CRL has for the continuation of the tracking and mapping of movements of animals - typically about 8-10 at any one time. This may increase if GPS collars are able to be used. CRL will continue to fund this component.
- Support for surveys outside of lease area with provision of up to 4 persons, two CRL and 2 Koala Trackers (contractors) plus associated equipment and resources for up to 2-3 weeks per year.
- Match RSC surveys with surveys on lease as required.
- Data sharing (tracking data).
- Access to diet analysis data and data from rehabilitated lands studies.
- Joint promotion of project externally

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

If EPA approves the funding of this project, it is estimated that Council will require a budget allocation of \$50,000 of the total estimated cost of \$150,000. Further budget work will be required if EPA approve the expression of interest into the funding of this work.

PLANNING SCHEME IMPLICATIONS

The Land Use Planning Group was consulted and it is considered that the outcome of recommendations in this report will result in possible amendments to the Redlands Planning Scheme, such as further koala mapping areas likely to cover parts of North Stradbroke Island.

CONSULTATION

Consultation has occurred with:

- Land Use Planning;
- University of Queensland;
- Consolidated Rutile Limited.

OPTIONS

That Council resolve to submit an expression of interest to undertake habitat mapping and population estimates of koalas on North Stradbroke Island.

OFFICER'S/COMMITTEE RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr Burns
Seconded by: Cr Beard

That Council resolve to submit an expression of interest to Environmental Protection Agency to undertake habitat mapping and population estimates of koalas on North Stradbroke Island.

CARRIED

10.2.5 ENDORSEMENT OF WATERFEST 2007 TO BE INCORPORATED INTO REDLANDS SPRING FESTIVAL

Dataworks Filename: EM Operations Waterways
Responsible Officer Name: Gary Photinos
Manager Environmental Management
Author Name: Warren Mortlock
Senior Adviser Environmental Management

EXECUTIVE SUMMARY

The organisers of the Redlands Spring Festival have offered to facilitate a water festival, "WaterFest 2007", within their festival program next year to help promote healthy waterways and Moreton Bay.

A foundation partnership is sought with Council in support of the water festival which involves 'facilitating and developing support for our local schools and community groups to deliver environmental outcomes which will be celebrated at the annual Redlands Spring Festival'.

This is a community-based initiative with exciting possibilities. WaterFest 2007 would be consistent with Council's long term objectives in cultural development and in maintaining and enhancing the health of the waterways in the Shire. WaterFest is also consistent with the community engagement policy to help raise awareness for improving the health of Moreton Bay by better catchment management practices.

PURPOSE

To brief Council on the relationship between the WaterFest proposal and Council's waterway management agenda and gain Council direction on the potential foundation partnership with "WaterFest 2007".

BACKGROUND

This proposal has been in development since early 2006, but this is the first occasion it has been before Council.

ISSUES

WATERFEST 2007 PARTNERSHIP PROPOSAL

WaterFest 2007 is to be promoted as the inaugural celebration of achievements in promoting the health of the local waterways. It is to be a celebration incorporating dance, art, music, fashion, drama and film all produced by local school students in partnership with local artists, musicians and dancers.

The festival will provide a venue for displaying of works produced by local school students. It is planned to be a major community gathering at the Redlands Spring

Festival in 2007 incorporating the performances and displays which are the culmination of work undertaken during the year.

Correspondence received 21 December 2006 outlines the proposal for a foundation partnership. It is clear from the correspondence that Council is being asked to be a foundation sponsor of this event in 2007 and potentially future years:

“The Redlands Spring Festival also intends to raise further funds at the festival to assist with riparian revegetation in future years. This is intended to bring focus and ownership to the issue of waterway quality. We request that we could continue this partnership with Council to deliver an accelerated delivery of Council’s program of works in this area through community involvement.”

While a partnership support role is sought from Council, specific requests for Council support included are:

1. to provide coordination of local schools and community groups facilitating projects that will demonstrate an environmental outcome (Note: these projects to commence in first term 2007);
2. in the two months leading up to the festival, assist schools to develop their project into an item of celebration;
3. to provide resources such as those provided by the Environmental Education Unit at Indigiscapes in the past, including water testing kits, native plants, landscaping products, educational resources, waterway mapping;
4. to develop a web page that includes general information, links to other Council pages and other relevant sites;
5. for Council Officer/s to be involved on the Redlands Spring Festival sub-committee to be established to oversee this element of the event (to ensure that Council’s strategic priority and investment in this project are addressed).

REDLANDS SPRING FESTIVAL

The Redlands Spring Festival is a well established festival organising group willing to facilitate this festival.

Council already makes a significant contribution to the festival.

Council endorsement or partnership will assist the organising committee attract external grant funding for WaterFest 2007.

OFFICER RESPONSE TO THE PROPOSAL

In response, Community and Social Planning Group have pointed to the strong link to the Corporate Plan long term objective of developing a culturally rich, socially cohesive and well informed community. The Oxley Creek Water Festival provides an example of the community benefits that may be anticipated. This biennial festival commenced in 1996 and runs for two weeks with many events organised on each

day. It has major community and corporate sponsorship and includes activities, walking, music and other events – see www.oxleycreekwaterfestival.org.au

While community consultation was a feature of plan preparation for the Tingalpa, Hilliard and Eprapah Creek Waterway Management Plans, there is not a strong ongoing relationship between Council and the community in these catchments about waterway management. In particular, the wider community is not actively involved in implementing management actions (such as creek clean-up, planting, monitoring or surveillance) under these plans. Council's current environmental extension and education programs do not specifically target waterways. The main community engagement taking place is currently that supported by SEQ Catchments.

Increased involvement of the community in waterway management is an important emerging objective of Council's approach to waterways.

SEQ HEALTHY WATERWAYS STRATEGY 2006

Council has committed to a number of management actions under the draft SEQ Healthy Waterways Strategy (2006) developed by the Healthy Waterways Partnership, which relies heavily on community engagement to help change (promote good) behaviours to catchment (waterway) management.

Specifically goal 2 of this strategy states, "*Use a series of events and communication tools to help inform and educate stakeholders on what affects the healthy of South East Queensland waterways and catchments and what can be done to maintain and improve it.*" Examples of actions to achieve this goal are:

- Creating and implementing a marketing and communication strategy;
- Coordinated implementation of promotional activities around an 'environmental calendar of events';
- Implementing catchment-specific communication and awareness actions.

The aim of the above strategies is to promote and maximise the effectiveness of Council's community involvement, education and awareness activities to achieve improved waterway health, water quality, and stormwater quality entering waterways.

This involves Council:

- better understanding the community's environmental values for waterways and the ways in which the community currently uses (interacts with) the waterways;
- better targeting the application of the resources it has at on ground priorities;
- ensuring that Council and the community's activities are effective. This means that there should be a sound rationale (including scientific basis) and good design of any works undertaken (such as monitoring and planting).

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

Council is not being asked to provide an additional financial contribution to the WaterFest 2007 event. It is assumed that the current level of Council sponsorship of the Redlands Spring Festival is considered sufficient by the organisers of the WaterFest 2007 to cover all contingencies.

Specific requests listed above do not represent significant additional financial commitments from Council, however some minor materials costs are not included within the current budgets of Council areas involved (Environmental Education Unit).

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

Environmental Management Group consulted with Environmental Education Unit, Community and Social Planning and Cr Karen Williams in drafting this report.

OPTIONS

PREFERRED

That Council resolve as follows:

1. To endorse the WaterFest 2007 proposal by the Redlands Spring Festival Organisers;
2. To become a foundation partner for the event; and
3. To indicate this support publicly to assist the organising committee in attracting funding and sponsorship for the event.

ALTERNATIVE

That Council resolve to not endorse the WaterFest 2007 proposal submitted by the Redlands Spring Festival Organisers.

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

Moved by: Cr Beard
Seconded by: Cr Dowling

That Council resolve as follows:

- 1. To endorse the WaterFest 2007 proposal by the Redlands Spring Festival Organisers;**
- 2. To become a foundation partner for the event; and**
- 3. To indicate this support publicly to assist the organising committee in attracting funding and sponsorship for the event.**

Cr Williams declared a conflict of interest in this matter.

CARRIED

**10.2.6 CLEVELAND AQUATIC CENTRE UPGRADE DELEGATED AUTHORITY
PDG- 45088-1**

Datworks Filename: PDG-45088-1
Responsible Officer Name: Lex Smith
Manager, Project Delivery Group
Author Name: Lex Smith
Manager, Project Delivery Group

EXECUTIVE SUMMARY

Tender PDG-45088-1-Cleveland Aquatic Centre - Construction of New Leisure Water and Family Water Playground is currently in the market place and scheduled to close on the 12 February 2007. A tender evaluation will then be conducted to identify the most advantageous tender bid available to Council with the intention of awarding a Contract to the successful tenderer.

Delegated Authority is being sought in advance in order to proceed with the works in a timely manner allowing the project to be completed in accordance with the Queensland State Government's (Sport, Recreation & Racing – SRR) Funding Requirements.

PURPOSE

This report seeks Council approval to delegate authority to the Chief Executive Officer to make, vary and discharge a Contract with the successful tenderer for Tender PDG-45088-1 Cleveland Aquatic Centre – Construction of New Leisure Water and Family Water Playground.

BACKGROUND

Tender PDG-45088-1 involves the construction of new leisure water and family water playground which consists of:

- three new leisure pools including one specialised rapid river pool, one intermediate pool with play equipment and beach entry and one toddlers pool with shade;
- a new heated spa;
- a new plant room to service the new pools;
- disabled access ramp between the new and existing pools; and
- new landscaping around the pool surrounds.

ISSUES

It is estimated that works will take approximately 24 weeks and a State Government funding requirement is that the project is to be completed by September 2007. Hence to expedite the tender award process, Delegated Authority is sought for the Chief Executive Officer to make, vary and discharge a Contract.

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 resolved to endorse this project at the General Meeting on 29 November 2006.

PLANNING SCHEME IMPLICATIONS

This project complies with the Redland Shire Council Planning Scheme.

CONSULTATION

The Manager Project Delivery has consulted with the General Manager Planning and Policy and the Acting Manager Community and Social Planning, both of whom endorse the officer's recommendation.

OPTIONS

PREFERRED

That Council resolve to delegate authority to the Chief Executive Officer as follows:

1. To award a contract to the successful tenderer for Tender PDG-45088-1 for the construction of New Leisure Water and Family Water Playground;
2. To make, vary and discharge the contract with the successful tenderer; and
3. To sign and amend all relevant documentation.

ALTERNATIVE

That Council resolves to not delegate this authority, which may result in an anticipated delay.

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

Moved by: Cr Burns
Seconded by: Cr Beard

That Council resolve to delegate authority to the Chief Executive Officer as follows:

- 1. To award a contract to the successful tenderer for Tender PDG-45088-1 for the construction of New Leisure Water and Family Water Playground;**
- 2. To make, vary and discharge the contract with the successful tenderer; and**
- 3. To sign and amend all relevant documentation.**

CARRIED

10.3 TENDERS FOR CONSIDERATION

MOTION TO CLOSE COMMITTEE MEETING

The meeting was closed to the public under Section 463(1)"(e) *contracts proposed to be made by it*" (Council) of the *Local Government Act 1993* to discuss *Future Delivery of Redland Shire Visitor Information Centre Services*.

MOTION TO REOPEN COMMITTEE MEETING

The meeting was again opened to the public.

The following report is now presented to Council.

10.3.1 VISITOR INFORMATION SERVICES TO REDLAND SHIRE - EDU-0001 B

Datworks Filename: Redland Shire Visitor Information Centre

Responsible Officer Name: Roberta Bonnin
Acting Manager Economic Development

Author Names: Les Foster
Contracts Services Manager
Jan Sommer
Tourism Development Coordinator

EXECUTIVE SUMMARY

At the General Meeting on 20 December 2006, Council resolved to invite quotations for the provision of Visitor Information Services [VIS] to the Redland Shire for an interim period of six (6) months with the option of a three (3) month extension, whilst the Visitor Information Services Plan is prepared and the future delivery of the VIS is considered.

Quotations were invited on Tuesday 26 December 2006 with thirty eight (38) copies of the quotation document being distributed to various organisations.

Quotations closed on the 12 January 2007 with a total of three (3) quotations being received:

- Tourist Information Association of the Redlands Inc. trading as Redlands Tourism;
 - Kelstar Pty Ltd; and
 - Southern Queensland Tourism Pty Ltd.
-

The evaluation of the quotations received is now complete and it is proposed that a contract be awarded to Redlands Tourism for the specified interim period of six (6) months with the Council option to extend for a further three (3) months.

PURPOSE

This report is to advise Council of the outcome of the quotation process and recommend that a six month contract be awarded to Redlands Tourism.

BACKGROUND

Council invited public tenders in October 2006 for VIS services to the shire for a proposed maximum period of six (6) years (inclusive of extension options). The tender closed on 15 November 2006, with two tender submissions being received. One tender received was withdrawn by the tenderer prior to the evaluation being complete and the remaining tender was determined as non compliant, and despite clarification and negotiations, the tenderer and Council were unable to reach a suitable agreement.

The outcome of the tender process was presented to the Planning and Policy Committee on 13 December 2006 and it was subsequently resolved at the General Meeting on 20 December 2006, to discontinue the tender process and not to accept any tenders received. Further to this Council resolved to seek quotations for the provision of VIS services for an interim period of six (6) months with Council option of a further three (3) month extension, whilst the Visitor Information Services Plan is being prepared.

Council subsequently invited quotations on 26 December 2006 with quotations closing on 12 January 2006.

Three (3) quotations were received from the following companies. (Note all prices exclude GST):

Company	6 Months	3 Month Extension Optional	Total 9 Months
Redlands Tourism	\$88,010	\$44,005	\$132,015
Kelstar Pty Ltd	\$211,320	\$105,660	\$316,980
Southern Queensland Tourism Pty Ltd	\$450,900	\$50,750	\$501,650

ISSUES

All three quotations were initially evaluated for compliance with the invitation, and then full evaluation in accordance with the criteria below was conducted on those quotes that suitably met compliance requirements.

Evaluation Criteria	
Price	50%
Compliance with the Specification	30%
Contractor Staff	20%

Kelstar

The Kelstar offer was non compliant with the specification as their submission was for a minimum twelve (12) month initial term and not the specified six (6) month period. Subsequently the Kelstar offer was not considered further in the evaluation process.

Southern Queensland Tourism

The Southern Queensland Tourism [SQT] offer was fully compliant with the invitation to quote however the price submitted by SQT for the six (6) month interim period was extremely high in the vicinity of \$450,000 excluding GST. Including the three (3) month extension option available, the total value of the SQT offer for the nine (9) month period was in the vicinity of \$500,000 excluding GST. Considering the high value of the SQT offer and being evaluated in accordance with the price weighting criteria it was soon determined the SQT bid was a non viable option to Council.

Redlands Tourism

The Redlands Tourism offer included some minor issues of concern such as reporting requirements, confidentiality and operating hours. Subsequently all issues were clarified to the satisfaction of Council. The remainder of the RT bid was fully compliant and the price submitted by RT for the six (6) month period is approximately \$88,000 excluding GST and including the three (3) month extension option the total value of the RT offer for the nine (9) month period is approximately \$132,000 excluding GST. The RT quotation is significantly lower than the other compliant bid and in accordance with the evaluation criteria is considered the best value for money quotation available to Council.

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

Should Council enter into the contract for the six month period the available budget will be exceeded by approximately \$2,600.00. This contract will extend for 1½ months into the 2007/08 financial year and has a greater impact on the budget, as the monthly cost to Council will be \$14,669 as opposed to current \$10,841.00.

Should Council choose to exercise the three (3) month extension option which will expire mid November 2007, the financial impact on the 2007/08 budget shall be \$64,354.00 being approx 43% of the total 07/08 funds allocated. With diminished funds available for the remaining period, this has the potential to reduce options available for effective visitor servicing facilities.

As stated in the Redlands Tourism Annual Report 2006, over the past 3 years, the organisation has allocated \$390,000.00 to operate and maintain the Dunwich VIS. The total funds allocated to Redlands Tourism by Redland Shire Council in the same period, to provide visitor services at the Cleveland VIS, is \$397,135.00.

The Annual Report further states that visitation to the Dunwich VIS is double that of the Cleveland VIS and in 2005/06 the total visitation was reported as 23,242 to both centres.

Although the cost to Council to deliver visitor services at Cleveland VIS has been elevated by the quotation, it is in the best interests of the tourism industry in the Redland Shire to maintain continuity and stability whilst the Visitor Services Plan is prepared.

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 following officers were consulted in the preparation of this report:

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

OPTIONS

PREFERRED

That Council resolve as follows:

1. To accept the quotation from Redlands Tourism and enter into a six (6) month contract for the contract sum of \$88,010 excluding GST whilst the Visitor Information Services Plan is being prepared;
2. To approve the three (3) month extension option available at Council discretion for an additional sum of \$44,005 excluding GST;
3. To delegate authority to the Chief Executive Officer to make, vary and discharge the contract; and
4. To delegate authority to the Chief Executive Officer to exercise the extension option if required.

ALTERNATIVE

Not to accept the quotation from Redlands Tourism and discontinue the quotation process.

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

Moved by: Cr Burns

Seconded by: Cr Beard

That Council resolve as follows:

1. To accept the quotation from Redlands Tourism and enter into a six (6) month contract for the contract sum of \$88,010, excluding GST, whilst the Visitor Information Services Plan is being prepared;
2. To approve the three (3) month extension option available at Council discretion for an additional sum of \$44,005, excluding GST;
3. To delegate authority to the Chief Executive Officer to make, vary and discharge the contract; and
4. To delegate authority to the Chief Executive Officer to exercise the extension option if required.

CARRIED

10.4 GENERAL BUSINESS

The following item of general business was raised:

- Cr Elliott requested an update on the Draft Koala Conservation and Management Policy and Strategy 2006 in relation to meeting the objective of Item 1.2 of the Corporate Plan – *to ensure the sustainability of the Shire's koala population and native wildlife.*

General Manager Planning and Policy referred Cr Elliott to Manager Environmental Management for an update.

COMMITTEE RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr Burns
Seconded by: Cr Beard

That the General Business item be noted.

CARRIED

11 REDLAND WATER AND WASTE COMMITTEE 24/01/07 - RECEIPT AND ADOPTION OF REPORT

Moved by: Cr Barker
Seconded by: Cr Burns

That the Redland Water and Waste Committee Report of 24 January 2007 be received.

CARRIED

11.1 REDLAND WATER AND WASTE

11.1.1 REDLAND WATER & WASTE BUSINESS UNIT REPORT - DECEMBER 2006

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

Attachments: [Business Unit Report December 2006](#)
[Appendix A – Additional Water Quality Indicators](#)
[Appendix B – Wastewater Treatment Plants](#)
[Supplementary Performance Information](#)

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

Author Name: Jim Pruss
General Manager, Redland Water & Waste

EXECUTIVE SUMMARY

The Redland Water & Waste (RWW) Council business unit report is presented to Council for noting. The report provides the business unit's performance for the month of December 2006 and covers financial and non-financial indicators for water, wastewater and waste.

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

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

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

PURPOSE

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

BACKGROUND

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

ISSUES

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

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

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

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

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

RELATIONSHIP TO CORPORATE PLAN

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

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

FINANCIAL IMPLICATIONS

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

CONSULTATION

Consultation has occurred with:

- Manager Customer Service & Business Performance, RWW;
- Manager Treatment Operations, RWW;

- Manager Technical Support, RWW; and
- Senior Advisor, Financial Management, RWW.

OPTIONS**PREFERRED**

That Council resolve to accept the Redland Water & Waste Council business unit report for December 2006, 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 Dowling

That Council resolve to accept the Redland Water & Waste Council Business Unit Report for December 2006, as presented in the attachment.

CARRIED

11.1.2 PRESSURE & LEAKAGE MANAGEMENT PROJECT**Datworks Filename:** WS Planning – Leakage & Pressure Management**Attachments:** [Original Attachment C - MOU](#)
[Revised Attachment C - MOU](#)
[RWW LGIS L&PM Detailed Planning Report - Draft Report](#)**Responsible Officer Name:** Troy Kasper
Manager Technical Support**Author Name:** Nalaka Vitharana
Senior Planning Engineer

EXECUTIVE SUMMARY

On 28 April 2006, the south-east Queensland (SEQ) Regional Water Leakage and Pressure Management Project Memorandum of Understanding (MOU) was signed and executed by all 18 Councils in SEQ, Queensland Government and Local Government Infrastructure Services (LGIS).

The purpose of the MOU was to outline the management of the project and commitments from State Government. The intention was to implement best practice in system management with the aim of reducing leaks, better management of pressure to customers and reducing service and mains failures whilst maintaining standards of service. The State Government commitment was that funding would be available over a 3-year period.

On August 8 2006, the Queensland Parliament passed the *Water Amendment Regulation (No6) 2006 (The Regulation)* made under the *Water Act*, outlining and setting targets for a series of projects to combat the current drought being experienced in SEQ.

The Regulation requires Redland Shire Council (RSC), as a water service provider (WSP), to participate in the pressure and leakage reduction programs.

The Regulation also effectively compressed the timeframe for delivery of savings related to pressure and leakage management from 3 years to 2 years and set interim targets without consultation with Councils. These time frames are not negotiable and have recently been reinforced in a letter from the Deputy Premier to all Councils requiring the project be given high priority in meeting the deadlines.

The next step in meeting our requirements is Phase 2 submission of the 'whole of system plan'. Upon submission the Phase 2 subsidy of 45% (18% of capital costs) will be paid to Council. Council is required to submit a detailed 'whole of system' planning report with evidence of a Council resolution to implementing the program. To this end, RWW engaged Opus International (Opus) on 23 October 2006 to assist with preparation of the detailed 'whole of system' planning report.

PURPOSE

This report seeks Council's endorsement of the "Redland Water & Waste LGIS L & PM Detailed Planning Report - Draft Report" (attached) and authorisation to formally submit the document to LGIS to seek phase 2 subsidy in the amount of \$481,230.

Submitting the detailed planning report and subsidy application commits Council to implementing the program described in the planning document and to Council's portion of the associated costs.

BACKGROUND

In October 2005, the *Water and Other Legislation Amendment Act 2004* was adopted requiring WSPs to develop and implement system leakage management plans (SLMPs) for each area in which the provider supplies a retail water service. Large and medium service providers are required to have their SLMP submitted or an exemption approved by 1 October 2007.

Pressure and leakage management was also identified as a system management option for the SEQ Regional Water Supply Strategy (SEQRWSS) which commenced in March 2005. An assessment was carried out across the SEQ region which identified that, through better system management, there was the potential to save 60ML/day.

Details of the pressure and leakage assessment for the Redlands were presented in the report "South East Queensland Regional Water Leakage and Pressure Management Program - Technical Report for Redland Shire Council". This was a high level investigation based on information available at the time and analysis that was possible to meet the drought timelines of the project.

In addition to identifying potential savings from pressure and leakage management, the report also broadly evaluated current system performance identifying that Redlands had an infrastructure leakage index (ILI) of around 1.55. An ILI of less than 2 is generally indicative of systems with low levels of leakage. The estimated cost of implementing pressure and leakage management at the time was in the order of \$4.2M to \$5.1M with a payback period of 12 to 15 years. The potential savings possible from pressure and leakage management in the Redlands' system were in the order of 470 ML/a (approx. 1.3 ML/d).

To undertake pressure management, district metering areas (DMAs) need to be established. This will require the system to be broken down into zones, each metered and controlled through a pressure management device. Considering Redlands' relatively young system and low leakage rate (as shown by the ILI), it is likely that greater savings will be generated through pressure management as opposed to leakage detection and repair.

Another assessment of potential water savings for Redlands undertaken as part of the SEQRWSS ("Technical Memorandum - Integrated Water Management Opportunities Evaluation for Redland Shire Council - Draft") identified that implementation of internal water efficiency programs and source substitution have significantly greater potential to save potable water than pressure and leakage management.

Redland Water & Waste (RWW) had approximately \$200,000 set aside in the 2005/06 budget to commence pressure and leakage management pilot studies. However, the money and associated project was put on hold after review of the work done as part of the SEQRWSS.

Advice was also received that a regional co-ordinating body would be established to ensure a regional approach and the best use of available subsidies. LGIS was given that role.

On 28 April 2006, the SEQ Regional Water Leakage and Pressure Management Project MOU was signed and executed by all 18 Councils in SEQ, Queensland Government and LGIS.

The purpose of the MOU was to outline the management of the project and the State's commitments. The intention was to implement best practice in system management with State Government funding to be available over a 3-year period. The MOU did not stipulate that the savings would be achieved in 3 years and noted that, in Councils with larger systems, the implementation may be staged over several years. The subsidy arrangements outlined in the MOU are attached as "Original Attachment C - MOU".

RWW wrote to LGIS on 30 June 2006 advising LGIS that, whilst Council is still committed to the project, as pressure and leakage management had relatively low water-saving potential in Redlands compared to other water-saving initiatives, it was not our highest priority. We also advised that the priorities for pressure and leakage management funding should be on a regional basis, rather than spread across Councils, in order to get best value for money.

On August 8 2006, the Queensland Parliament passed *The Regulation* made under the *Water Act*, outlining and setting targets for a series of projects to combat the current drought being experienced in SEQ.

The amendment requires RSC, as a WSP, to participate in the pressure and leakage reduction programs.

Essentially, each participating local government, acting collectively, is to achieve combined savings of 60ML/day of reticulated water by implementing a system of pressure and leakage management.

The savings must be achieved in the following increments:

1. a total of 20ML/day by 30 September 2006;
2. a total of 40ML/day by 30 September 2007;
3. a total of 60ML/day by 31 August 2008.

The 60ML/d was based on work undertaken as part of the Integrated Urban Water Management and Accounting (IUWM&A) task of Stage 2 of the SEQRWSS as discussed above. The estimates were very preliminary.

The Regulation has effectively included these estimates into legislation and compressed the timeframe for delivery of savings related to pressure and leakage management from 3 years to 2 years and set interim targets without consultation with Councils.

A technical memo/addendum was prepared by Wide Bay Water (WBW) on 21 August 2006, based on a brief review of some additional information provided by RSC, namely:

- GIS and water supply network data;
- maps of existing sectors in the RSC water supply network.

The review identified that the cost to implement water leakage and pressure management in Redland Shire may be less than in other jurisdictions due to the pre-existence of established and discrete network zones and some pressure reduction equipment in the Redland Shire water supply network. When taking this into account, the cost of the required work was estimated at approximately \$2,455M, and the payback period was just under 8 years (i.e. 7.9 years). The current subsidy arrangements were not considered in the assessment.

On 17 November 2006, Council submitted a Phase 1 subsidy application for preliminary investigation funding and identified a total estimated project cost of \$2.455M.

The program that was submitted with the Phase 1 subsidy application indicated that the savings would not be substantively delivered until the concluding 6 months of the project as projects of this nature require considerable lead times for planning, consultation and establishing baselines.

An amendment to the MOU was approved by the project management group and the Minister on 17 November 2006 to further clarify the 'best practice' criteria for subsidy and to include opportunities for subsidy for leakage repairs associated with DMA establishment. It also changed the timing of subsidy amounts, with a larger proportion of the subsidy now available at commencement of the construction phase. The amendment is attached as "Revised Attachment C - MOU".

In summary the subsidy available is:

- Phase 1 - 5% of subsidy funding (i.e. 2% of capital costs) on commencement of the detailed implementation planning stage;
- Phase 2 - 45% (i.e. 18% of capital costs) following acceptance of the Council's whole-of-network planning; and
- Phase 3 - 50% (i.e. 20% of capital costs) following confirmation that equipment is installed and commissioned, that water savings are being achieved, and that best practice has been followed.

In order to receive the Phase 2 subsidy of 45% (18% of capital costs), Council is required to submit a detailed 'whole of system' planning report with evidence of a Council resolution to implementing the program. To this end, RWW engaged Opus International (Opus) on 23 October 2006 to assist with preparation of the detailed 'whole of system' planning report.

The detailed 'whole of system' planning report has now been completed with the following significant outcomes:

- the project will establish an efficient leakage management system based on international best practice but tailored to the specific, long term, needs of the Redlands;
- the project will be delivered by an integrated team lead by an RWW project manager and utilising both internal and external resources;
- it is proposed to take a staged approach to the implementation of the project. This approach will allow for the larger mainland zones to be established in 2 phases with the initial broad scale DMA being established based on the existing pressure zones;
- the first phase will deliver:
 - 24 urban DMA;
 - 3 trunk main DMA;
 - metered inlet & outlet of all mainland reservoirs;
 - installation of 7 new PRV;
- the second phase will deliver up to 5 additional zones;
- the project is scheduled for completion in August 2008;
- a budget of \$2,673,500 has been detailed to cover all stages of work;
- the timing of the work is anticipated to be as described in the table below:

FINANCIAL YEAR	WORK DESCRIPTION (Stage as per Detailed Planning Report)	ESTIMATED BUDGET
2006/07	Stage1 Preliminary Construction Planning and 15% Stage 2 Establishment of initial DMA	\$555,350
2007/08	85% Stage 2, Stages 3 and 4 and all of Stage 5 except Leak Repairs & Finalisation	\$2,013,150
2008/09	Leak Repairs and Finalisation and Stage 6 Monitoring	\$105,000
	TOTAL	\$2,673,500

- a review of potential project risks has been completed;
- key change management issues have been identified.

ISSUES

The legislation obligated Council to implement pressure and leakage management by August 2008.

Although the timing of this work is sooner than initially programmed and the work is to be undertaken over a much shorter timeframe than envisaged, \$160,000 had previously been brought forward for preparation of the detailed planning report as part of the 2006/07 Q1 review and amounts of \$1,147,500 have been included in the preliminary budgets of both the 2007/08 and 2008/09 to account for these works. These budgets will require review with a quarterly revision required in the current financial year and changes to the 07/08 and 08/09 budgets made at the next review of the 10-year Capital Program.

Submitting the detailed planning report and subsidy application commits Council to implementing the program described in the planning document and to Council's portion of the associated costs. This amounts to an estimated \$2,673,500, over the financial years 2006/07, 2007/08 and 2008/09. The total subsidy available for this project is 40% of the project costs.

There are a number of risks associated with aggressive implementation of pressure and leakage management. Overly aggressive implementation of pressure and leakage management can lead to increased customer complaints and negative publicity, water quality problems, fire-fighting risks, problems with change management and impacts on the long term viability of the project. If implementation is not undertaken in a controlled manner, these risks have the potential to become significant issues in the Redlands.

It is therefore important to ensure that an effective communications plan is in place. Pressure alteration will not however occur until the latter part of the project (in 2008) and most residents are unlikely to notice changes to their service. In communicating with customers, it is important that customers throughout Redlands are advised of the program globally, as advice that pressure is to be reduced in specific areas is likely to alert customers to changes in pressure that would not otherwise be evident.

It is also important to ensure that planning and investigations within DMAs are conducted as thoroughly as possible given the time constraints, to minimise the creation of dead-ends in the system and to ensure fire systems, tall buildings etc are identified and considered in setting minimum pressures.

RELATIONSHIP TO CORPORATE PLAN

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

FINANCIAL IMPLICATIONS

Capital funding totalling an estimated \$2,673,500 over the current and following 2 financial years would need to be made available. A quarterly revision has been prepared for the funding required in the current financial year and changes to the 07/08 and 08/09 budgets will need to be made at the next review of the 10-year capital program.

It is also important to note that ongoing operations and maintenance costs associated with the additional infrastructure created will need to be funded.

CONSULTATION

During the development of the detailed Whole of System Planning Report, consultation was undertaken with:

- Service Manager Water Reticulation;
- Senior Supervisor Water Reticulation;
- Water Treatment Supervisor; and
- Planning staff within the Technical Support Group.

LGIS was also consulted regarding the scope of the report required.

OPTIONS

PREFERRED

That Council resolve to:

1. Endorse the "Redland Water & Waste Local Government Infrastructure Services Leakage & Pressure Management Detailed Planning Report – Draft Report";
2. Implement the program described in the report subject to minor changes identified as being required during implementation;
3. Submit the report as part of the Phase 2 subsidy application to Local Government Infrastructure Services; and
4. Note the increase in the estimated cost of these works from \$2,455,000 to \$2,673,500 over the financial years 2006/07 to 2008/09.

ALTERNATIVE

To advise Local Government Infrastructure Services that Council's Phase 2 subsidy application has been deferred pending further detailed review of the program.

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

Moved by: Cr Barker
Seconded by: Cr Dowling

That Council resolve to:

1. **Endorse the "Redland Water and Waste Local Government Infrastructure Services Leakage & Pressure Management Detailed Planning Report – Draft Report";**
2. **Implement the program described in the report subject to minor changes identified as being required during implementation;**
3. **Submit the report as part of the Phase 2 subsidy application to Local Government Infrastructure Services; and**
4. **Note the increase in the estimated cost of these works from \$2,455,000 to \$2,673,500 over the financial years 2006/07 to 2008/09.**

CARRIED

12 FINANCE AND CORPORATE MANAGEMENT COMMITTEE 24/01/07 - RECEIPT AND ADOPTION OF REPORT

Moved by: Cr Williams
Seconded by: Cr Barker

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

CARRIED

12.1 OFFICE OF CEO

12.1.1 FRAUD AND CORRUPTION PREVENTION POLICY AND GUIDELINE

Datworks Filename: GOV Fraud & Corruption Prevention
Attachments: [Fraud and Corruption Prevention Policy](#)
[Fraud and Corruption Prevention Guideline](#)
[Public Interest Disclosure \(Whistleblower Protection\) Guideline](#)
Responsible Officer Name: Susan Rankin
Chief Executive Officer
Author Name: Kylie Fernon
Manager Internal Audit

EXECUTIVE SUMMARY

The *Fraud and Corruption Control Guidelines for Best Practice* issued by the Crime and Misconduct Commission (CMC) in March 2005 recommends that each agency should have a fraud and corruption control policy that outlines the agency's stance on fraud and corruption.

The CMC guidelines also recommend that the policy will only be effective if it is implemented with the support of appropriate procedures and operating guidelines.

Currently Council has in place the *Employee Code of Conduct* which is an essential element of a fraud and corruption control plan. It provides a documented minimum benchmark of expected behaviour, a tool to help communicate Council's required ethical standards and, where necessary, a reference against which disciplinary action can be taken.

Among the many important roles of Council is the maintenance of high standards of ethics, conduct and fiduciary responsibility. Having a clear overall Fraud and Corruption Prevention Policy will demonstrate Council's resolve to combat fraud and corruption wherever it is found. It will communicate Council's commitment to best practice and create a holistic framework that minimises the risk of fraud and corruption and strengthens organisational integrity.

It is recommended that Council resolve to adopt the Fraud and Corruption Prevention Policy (POL-3060) and note the Fraud and Corruption Prevention Guideline (GL-3060-001) as attached.

PURPOSE

The purpose of this report is to provide advice and background which supports the draft policy POL-3060 Fraud and Corruption Prevention Policy and the draft guideline GL-3060-001 Fraud and Corruption Prevention Guideline.

BACKGROUND

The *Fraud and Corruption Control Guidelines for Best Practice* issued by the Crime and Misconduct Commission in March 2005 recommends that each agency should have a fraud and corruption control policy that outlines the agency's stance on fraud and corruption.

Fraud and corruption can take many forms. *Fraud* is normally characterised by the presence of some form of deliberate deception to facilitate or conceal the misappropriation of assets, whereas *corruption* involves a breach of trust in the performance of official duties. Many forms of fraud and corruption are criminal offences under state and federal legislation eg: stealing, misappropriation of property, false pretence, forgery, drug dealing, etc.

ISSUES

Currently Council has in place the *Employee Code of Conduct* which is an essential element of a fraud and corruption control plan. It provides a documented minimum benchmark of expected behaviour, a tool to help communicate Council's required ethical standards and, where necessary, a reference against which disciplinary action can be taken.

Among the many important roles of Council is the maintenance of high standards of ethics, conduct and fiduciary responsibility. Having a clear overall Fraud and Corruption Prevention Policy will demonstrate Council's resolve to combat fraud and corruption wherever it is found. It will communicate Council's commitment to best practice and create a holistic framework that minimises the risk of fraud and corruption and strengthens organisational integrity.

The draft Fraud and Corruption Prevention Policy (POL-3060) and Fraud and Corruption Prevention Guideline (GL-3060-001) have been prepared to take into consideration the CMC guidelines and in particular:

- Clearly communicate Council's values and business practices;
- Articulate the commitment of the CEO and senior management to these principles;
- Is based on a risk-management philosophy; and
- Contains appropriate responses to identified threats.

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

Budgets for 2006/2007 will not be impacted upon. The introduction of this policy will assist Council to plan effectively to control fraud and corruption.

CONSULTATION

- Department of Public Works who provided a copy of their Fraud and Corruption Policy;
- Senior Management Group - in particular Manager Legal Services and Manager Corporate Planning Performance and Risk; and
- Executive Leadership Group.

OPTIONS

PREFERRED

That Council resolve to adopt the Fraud and Corruption Prevention Policy (POL-3060) and note the Fraud and Corruption Prevention Guideline (GL-3060-001) as attached.

ALTERNATIVE

That Council resolve to adopt the Fraud and Corruption Prevention Policy (POL-3060) and note the Fraud and Corruption Prevention Guideline (GL-3060-001) with amendments.

OFFICER'S/COMMITTEE RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr Williams

Seconded by: Cr Dowling

That Council resolve to adopt the Fraud and Corruption Prevention Policy (POL-3060) and note the Fraud and Corruption Prevention Guideline (GL-3060-001) as attached.

CARRIED

12.2 CORPORATE SERVICES

12.2.1 DECEMBER 2006 - MONTHLY FINANCIAL REPORTS

Datworks Filename: FM Monthly Financial Reports to Committee
Attachment: [EOM Financial Reports – December 2006](#)
Responsible Officer Name: Kerry Phillips
Manager - Financial Services
Author Name: Kevin Lamb
Services Manager - Financial Reporting

EXECUTIVE SUMMARY

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

The attachments to this report present the December 2006 statement of accounts to Council and provide detailed analytical commentary. Five of the seven Key Financial Performance Indicators exceeded targets set at the beginning of the financial year. These related to:

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

Two Key Financial Performance Indicators fell outside Council's set parameters. These related to:

1. The ability to repay our debt indicator was 31.5% for December which is outside our set target of below 17%. This is solely due to the early repayment of QTC loans. This indicator will fall back within the comfort zone before year end.
2. The operating performance indicator was 13.5% for December which is outside our set target of greater than 15%. This is due to payouts of large creditor balances accrued from 30 June 2006 in July and August of 2006. This indicator will improve throughout the financial year.

The operating financial result (Earnings Before Interest, Tax and Depreciation – EBITD) is ahead of budget by \$3.8 million, with operating expenditure favourable by \$4.8 million and operating revenue unfavourable by \$0.9 million.

Capital expenditure is \$1.2 million or 6.2% behind budget expenditure levels at the end of December.

The cash flow position for the year is below forecast levels by \$3.5 million at 31 December 2006. This is principally due to unfavourable variances experienced in relation to lower receipts for rates and charges \$0.8 million , fees and charges \$0.5 million, capital grants and subsidies \$0.6 million and proceeds from sale of non current assets \$0.5 million in addition to higher than anticipated payments for materials and services \$2.7 million and repayment of borrowings \$0.7 million. These are offset by favourable variances in relation to lower than anticipated payments for employee costs \$1.0 million and non current assets \$1.2 million.

PURPOSE

The purpose is to present the December 2006 report to Council and explain the content and analysis of the report. Section 528 of the *Local Government Act 1993* requires the Chief Executive Officer of a local government to present statements of its accounts to the local government.

BACKGROUND

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

ISSUES

The following elements, shown in the attachments, comprise the End of Month Financial Reports for December 2006:

Corporate Financial Report Card (A)

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

Report Card Analysis (B)

Council Financial Report 1 (C)

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

Council Financial Report 2 (D)

Shows year to date actual results compared with annual and year to date budgets. This report has a brief commentary on all year to date variances greater than \$20,000.

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

RELATIONSHIP TO CORPORATE PLAN

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

FINANCIAL IMPLICATIONS

The overall financial position remains strong with EBITD of \$18.3 million (\$3.8 million ahead of budget). This result is due to total operating revenue of \$72.3 million (unfavourable variance of \$0.9 million) and total operating costs of \$54.0 million (favourable variance of \$4.8 million).

The capital expenditure program is \$1.2 million or 6.2% behind targeted expenditure levels at the end of December.

The investment of surplus funds for the month returned a weighted average rate of return of 6.48% that compares favourably to the benchmark UBSWA Bank Bill Index of 6.27%.

Council's cash position at the end of December is behind budgeted levels due principally to the early repayment of QTC loan instalments. The cash balance remains strong at \$41.7 million, equivalent to 4.2 months cash capacity.

PLANNING SCHEME IMPLICATIONS

The Land Use Planning Group was consulted and it is considered that the outcome of recommendations in this report will 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 December 2006 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 Dowling

That Council resolve to note the End of Month Financial Reports for December 2006 and explanations as presented in the following attachments:

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

CARRIED

**12.2.2 AMENDMENT TO SENIOR MANAGERS' EMPLOYMENT CONTRACTS
AND GUIDELINE GL-3019**

Dataworks Filename: HRM Senior Management

Attachment: [CEO Contract of Employment](#)
[General Managers Contract of Employment](#)
[Group Managers Contract of Employment](#)
[Senior Managers' Remuneration GL-3019](#)

Responsible Officer Name: Ray Turner
General Manager Corporate Services

Author Name: Ray Turner
General Manager Corporate Services

EXECUTIVE SUMMARY

In July 2006, Council adopted an amendment to the Staff Passenger Vehicle Fleet Guideline GL-2812 to allow for novated leasing as an option for the provision of a motor vehicle for contracted senior managers. The current senior managers' employment contracts do not reflect this amendment.

The current version of GL-3019 does not include a proforma contract for the Chief Executive Officer (CEO). The proposed recommendation of this submission will include the CEO contract as an attachment to the Guideline.

The Council approved performance management system for senior managers is detailed in GL-3019. The existing proforma contracts for General Managers and Group Managers were compiled before the adoption of GL-3019 and do not reference GL-3019 in the performance management section on the contracts. The proposed recommendation of this submission will rectify that oversight.

The proforma contracts are included in the guideline GL-3019 Senior Managers' Remuneration and can only be amended by a resolution of Council.

The purpose of this submission is to:

- request Council approval to amend the motor vehicle provision clause in the CEO's, General Managers', and Group Managers' proforma employment contracts to reflect the change to GL-2812 of July 2006;
- include the CEO's proforma contract within GL-3019 to ensure a consistent approach to amendments; and
- make a minor amendment to the proforma contracts for General Managers and Group Managers to include a reference to GL-3019 in the performance management clause of those contracts.

PURPOSE

The purpose of this report is to:

- request Council approval to amend the motor vehicle provision clause in the CEO's, General Managers', and Group Managers' proforma employment contracts to reflect the change to GL-2812 of July 2006;
- include the CEO's proforma contract within GL-3019 to ensure a consistent approach to amendments; and
- make a minor amendment to the proforma contracts for General Managers and Group Managers to include a reference to GL-3019 in the performance management clause of those contracts.

BACKGROUND

In July 2006, Council adopted an amendment to the Staff Passenger Vehicle Fleet Guideline GL-2812 to allow for novated leasing as an option for the provision of a motor vehicle for contracted senior managers. Appendix 1 – Novated Lease Arrangements states that *'Redland Shire Council (RSC) provides the opportunity for staff members to participate in salary packaging their remuneration. This document covers the arrangement required for accessing motor vehicles through a novated lease agreement. Further, the Executive Leadership Group, and Senior Management Group can opt for a Council supplied vehicle, or a car allowance and the option to enter into a novated lease.'*

The current senior managers' employment contracts do not reflect this amendment. The motor vehicle clause in the contracts states that a vehicle is provided as a non-pecuniary benefit only and can only be converted to cash with Council's consent.

It is proposed to remove that paragraph from the contracts. The motor vehicle clause will read, in its entirety, *"You will be provided with a private use of a motor vehicle in accordance with Council's motor vehicle policy as it operates from time to time. Any change to Council's motor vehicle policy will not result in the allocation of a vehicle of lesser Redbook value (new vehicle) than that identified in Schedule "B"."*

The current version of GL-3019 does not include a proforma contract for the CEO. The proposed recommendation of this submission will include the CEO contract as an attachment to the Guideline.

The Council approved performance management system for senior managers is detailed in GL-3019. The existing proforma contracts for General Managers and Group Managers were compiled before the adoption of GL-3019 and do not reference GL-3019 in the performance management section on the contracts. The proposed recommendation of this submission will rectify that oversight.

The proforma contracts are included in the Guideline GL-3019 Senior Managers' Remuneration and can only be amended by a resolution of Council.

ISSUES

No issues are identified with this amendment.

RELATIONSHIP TO CORPORATE PLAN

The recommendation primarily supports Council's strategic priority to ensure the development of an organisational culture and capability through effective people management programs.

FINANCIAL IMPLICATIONS

Should any senior manager take up the option of a novated lease, the motor vehicle component in the employment contract will be paid as a taxable allowance. All future costs of the motor vehicle will be the responsibility of the employee.

CONSULTATION

No consultation was required.

OPTIONS

PREFERRED

1. That the attached amended Guideline, GL-3019 Senior Managers' Remuneration, including proforma Senior Managers' Contracts of Employment (COE), shown in the guideline as Attachment 1A (COE - Group Managers), Attachment 1B (COE - General Managers) and Attachment 1C (COE - Chief Executive Officer) be adopted; and
2. That it be noted that guideline Attachment 2 (model for Senior Managers' performance payments) and Attachment 3 (examples of salary sacrificing options) remain as adopted in March 2005.

ALTERNATIVE

That the amendments to the Guideline GL-3019, Senior Manager's Remuneration, including proforma Senior Manager's employment contracts not be adopted.

OFFICER'S/COMMITTEE RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr Williams
Seconded by: Cr Dowling

That Council resolve as follows:

1. That the attached amended Guideline, GL-3019 Senior Managers' Remuneration, including proforma Senior Managers' Contracts of Employment (COE), shown in the guideline as Attachment 1A (COE - Group Managers), Attachment 1B (COE - General Managers) and Attachment 1C (COE - Chief Executive Officer) be adopted; and

2. That it be noted that guideline Attachment 2 (model for Senior Managers' performance payments) and Attachment 3 (examples of salary sacrificing options) remain as adopted in March 2005.

CARRIED

12.3 CUSTOMER SERVICES

12.3.1 LOCAL DISASTER MANAGEMENT PLANS

Datworks Filename: Local Disaster Management Plans
Responsible Officer Name: Michael Goode
General Manager Customer Services
Author Name: Alan Burgess
Senior Advisor Emergency Management

EXECUTIVE SUMMARY

Under the *Disaster Management Act 2003*, Council is required to approve the Local Disaster Management Plan (LDMP) and ensure the local government area has a disaster response capability. In response to this requirement Council has been developing a series of comprehensive plans to ensure it is adequately prepared to manage disaster situations. In recognition of the broad range of work which has been completed, the plans have been collated into 9 Volumes, representing the spectrum of Emergency Management activities which includes – Prevention, Preparedness, Response and Recovery. The Volumes have been prepared through consultation with the Community, Emergency Service Organisations, Government Departments (State and Local). It is intended that the Plans will be reviewed annually and routinely presented to Council for approval.

PURPOSE

The purpose of this report is, in accordance with the *Disaster Management Act 2003*, to seek Council approval for the completed Volumes of the Local Disaster Management Plans.

BACKGROUND

The *Disaster Management Act 2003*, commenced by proclamation on 31 March 2004, provides the legislative basis for disaster management arrangements in Queensland.

The primary focus of Queensland's disaster management arrangements is to mitigate the effects of disasters on the community wherever possible or practical, while preparing to respond when disasters do occur. The System is underpinned by the notional concepts of disaster management which are:

- An ***all-hazards approach*** – encompassing all types of hazards and ensuring one management system for emergency management and civil defence arrangements;
- A ***comprehensive approach*** – covering all phases of activity, including prevention, preparation, response and recovery;

- An ***all-agencies approach*** – which ensures partnering for counter-disaster arrangements between the community, council and other levels of government;
- A ***prepared community*** – which has strong, established links between individuals, voluntary organisations and local authorities.

Local Government Responsibilities

The Act requires Council to appoint a Local Disaster Management Group, develop and maintain a Local Disaster Management Plan (LDMP), and maintain a disaster response capability.

The Local Disaster Management Group (LDMG) was appointed in March 2004 and consists of Cr Williams (Chair), Cr Ogilvie (Deputy Chair), General Manager Customer Services, Michael Goode (XO), relevant Group Managers, Emergency Management Queensland, Queensland Police Service, Queensland Fire and Rescue Service, Queensland Ambulance Service, Redlands Hospital and Energex. The LDMG is responsible for the coordination of disaster management at the local level.

The Act places responsibility for the development, review and approval of the Local Disaster Management Plan (LDMP) with the local government. The nature of the LDMPs requires that they be continuously reviewed and updated and this process is ongoing.

Over the past three years Council has employed various consultants to assist in the development of local disaster management arrangements. These include:

- Redland Shire Council Natural Disaster Risk Management (included as LDMP - Volume 7) which identifies the risks to Redland Shire;
- North Stradbroke Island Fire Management Plan (included as Volume 6);
- Communications Strategy (Volume 9);
- Recovery and Evacuation Plans (Volumes 3 and 8 respectively).

Emergency Management Queensland provides guidelines for the development of LDMPs and these have been adhered to, and in most cases Redland LDMP's are more comprehensive.

ISSUES

The local Disaster Management Plans have been collated into 9 Volumes covering various aspects of Emergency Management. Further Volumes will be added as they are deemed necessary or following further studies.

Emergency Management (LDMP Volume 1)

LDMP Volume 1 provides the background which explains Council's approach to Emergency Management. It has been designed as Council's public document on Disaster Management, explaining the basic approach and structure of arrangements, without being too detailed. This Volume has formal endorsement from the District Disaster Management Group (DDMG).

Operations and Support (LDMP Volume 2)

General arrangements for response are detailed in – LDMP Volume 2 - Operations and Support. The processes and arrangements detailed in this plan can be implemented for a range of events, with further information on specific emergencies contained in subsequent Volumes. Whilst already a comprehensive document, this Volume will continually be improved, updated and revised. For example, Council has received a grant to develop the public health section of this plan, which should be completed in 2007.

Support Functions include:

- Activation of the Local Disaster Management Group;
- Community Awareness and Education (See also LDMP Vol 9);
- Emergency Operations Centre (EOC) standard operating procedures (SOP's) (See also LDMP Vol 4);
- Financial Management;
- Requests for Assistance;
- Training Program.

Operational Support includes:

- Communications;
- Community Welfare (See also LDMP Vol 3);
- Evacuation (See also LDMP Vol 8);
- Public Health;
- Public Information (See also LDMP Vol 9);
- Rescue;
- Re-supply Operations;
- Transport Logistics;
- Utilities;
- Warnings (See also LDMP Vol 9).

Community Recovery and Welfare Plan (LDMP Volume 3)

The aim of the Community Recovery Plan is to detail the management and co-ordination of the provision of short-term services to meet the needs of people in the community affected by an event. Longer term recovery is coordinated at district level by the Department of Communities. The Local plan includes:

- Identification of the Chairman of the Local Disaster Recovery Committee;
- Listing of agencies and community groups/organisations, which have the capacity to assist in the delivery of welfare services i.e. basic needs of food,

clothing, medical support, counselling services, financial arrangement for cases of hardship via Natural Disaster Relief Assistance (NDRA) etc.

- Linkages to other plans such as Evacuation, Health, Recovery, and the Disaster District Recovery Plan

Emergency Operations Centre Operating Procedures (LDMP Volume 4)

This manual outlines the operational plan for the control and co-ordination of an emergency incident and is currently only in draft form. A project is currently underway to completely review the operating procedures used in the Emergency Operations Centre. Part of this project will also provide training to staff, with a culminating exercise to confirm the LDMP arrangements.

Included in Volume 4 are:

- Location of the EOC and back-up EOC, layout, equipment and supplies required to support operational activities;
- Staffing – roles, responsibilities (including position Standard Operating Procedures) and training requirements;
- Office systems and information flow and control;
- Financial procedures and arrangements including access to Natural Disaster Relief Assistance (NDRA);
- Stages of activation;
- Linkages to the Local Disaster Management Group (LDMG), District Disaster Management Group (DDMG), District Disaster Coordinator (DDC) and other entities working within the State Disaster Management Framework;
- Communications, including internal and external arrangements;
- Australian Interagency Incident Management System (AIIMS) incident control and management methodology;
- Linkages to other disaster management plans, i.e. those for Evacuation, Welfare, Health and Recovery.

Fire Management Strategy and Plans (LDMP Volumes 5 & 6)

These plans are the result of bushfire risk assessments throughout Redland Shire, and are designed to:

- Outline the factors that impact on the management of bushfire risks;
- describe and analyse the bushfire **hazard**, the **exposure** of elements of the community to the hazard, and the **vulnerability** of the exposed community; and
- discuss key issues involved in bushfire risk reduction and **outlines risk reduction strategies that could be applied.**

The natural environment on North Stradbroke Island places it as the highest fire risk in the Shire. As such, a separate Fire Management Plan has been developed for NSI (LDMP Vol 6). Volume 5 currently contains the strategic approach to Fire Management for the Shire. Council intends to apply for federal funding in 2007 to undertake a comprehensive fire management study, like the plan for NSI, of the mainland and Southern Moreton Bay islands.

Natural Disaster Risk Management Study (LDMP Volume 7)

The aim of this Volume is to increase community safety through identification, analysis, evaluation and treatment of risks from a preventative, preparedness, response and recovery mitigation perspective, within the area of the Redland Shire jurisdiction. The Volume examines the risk factors from the following natural disasters:

- Flooding (waterways, rivers and creeks);
- Bushfire;
- Cyclone;
- Severe storm
- Earthquake;
- Landslide (as a consequence of other natural events).

Evacuation (LDMP Volume 8)

These plans outline arrangements for when the most appropriate risk management strategy requires people to be moved to a safer location. The body of this plan provides the general evacuation strategy, with the Appendixes detailing specific arrangements for areas which have been identified as particularly vulnerable. It is anticipated further Appendixes may be added following the Storm Tide mapping project, currently being undertaken by Council.

Major aspects covered in LDMP Volume 8 include:

- Description of evacuation strategies;
- Legislative authority;
- Risk assessment guidelines;
- Roles and responsibilities related to evacuation co-ordination and operations;
- Warnings – how to advise affected persons;
- Withdrawal – access/egress routes, assembly areas, linkages to the Transport arrangements;
- Shelter – location and capacity of potential evacuation centres and evacuation centre operations;
- Return of affected persons;
- Health Plan and Communication Plan.

Communications Strategy (LDMP Volume 9)

The objectives of the communications strategy are:

- Pre-disaster phase
 - To encourage people to prepare themselves and their properties/businesses for a natural disaster
 - To ensure people know where to access information/assistance before, during and after a natural disaster
- During-disaster phase
 - To improve stakeholders' safety awareness levels and behaviours during a natural disaster
 - To provide appropriate information and assistance immediately before, during and after a natural disaster
 - To provide reassurance and timely information about Redland Shire's response during and immediately after a natural disaster.
- Post-disaster phase
 - To provide reassurance and timely information about relief efforts by RSC and other authorities
 - To meet the information needs of the community promptly and effectively.

Associated Studies

In addition to the nine Local Disaster Management Plans, Council has also conducted the following associated studies:

- Flood Risk Assessment Study – Tarradarrapin Creek West Branch,
- Redland Landslide Hazard Assessment, and
- Leslie Harrison Dam Emergency Action Plan.

Distribution

Once the Plans have been approved by Council they will be distributed on compact disk to all the relevant agencies, including Emergency Services and Government departments in the South East Queensland region. Plans will also be available to the public on the Councils web site and in libraries.

Reviews and Updates

All Local Disaster Management Plans will be reviewed, and where necessary updated on an annual basis`. Major revisions will be routinely presented to Council for formal approval.

RELATIONSHIP TO CORPORATE PLAN

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

FINANCIAL IMPLICATIONS

Consultants used in the development of specific plans have generally been funded under State or Federal Grants.

CONSULTATION

The Local Disaster Management Group which includes various Council Departments, Queensland Police Service (QAS), Queensland Fire and Rescue Service (QFRS), Queensland Ambulance Service (QAS) and Emergency Management Queensland (EMQ) were consulted in the development of the LDMP's. In addition, where appropriate, the Community and other Government Departments (State and Local) have been consulted during the development of these plans.

At the Finance and Corporate Management Committee meeting on 19 December 2006, the Committee decided *that this item lie on the table*, as additional time was required to review the large volume of material provided.

In accordance with *Subordinate Local Law No 5 (Meetings)*, a procedural motion is required to *take the item from the table* prior to this being discussed at a future committee or council meeting; therefore, this item will remain on the agenda until such procedural motion.

PROCEDURAL MOTION

Moved by: Cr Seccombe

That the item be taken from the table and discussed.

CARRIED

OFFICER'S/COMMITTEE RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr Williams

Seconded by: Cr Dowling

That Council resolve as follows:

1. To approve the following Local Disaster Management Plans:
 - a. LDMP Volume 1 - Emergency Management;
 - b. LDMP Volume 2 – Operations and Support;
 - c. LDMP Volume 3 – Community Recovery and Welfare;

- d. LDMP Volume 5 – Fire Management Strategy (Mainland and SMBI);
 - e. LDMP Volume 6 – North Stradbroke Fire Management Plan;
 - f. LDMP Volume 7 – Natural Disaster Risk Management Study;
 - g. LDMP Volume 8 – Evacuation;
 - h. LDMP Volume 9 – Communications Strategy; and
2. To note LDMP Volume 4 – Emergency Operations Centre Operating Procedures is in draft form and will be finalised during 2007.

CARRIED

12.4 PLANNING AND POLICY

12.4.1 MONTHLY BALANCED SCORECARD REPORT FOR DECEMBER 2006

Datworks Filename:	Gov - Corporate Balanced Scorecard Monthly Reporting to Committee
Attachments:	<u>Balanced Scorecard Report December 2006</u>
Responsible Officer Name:	Warren van Wyk Manager Corporate Planning Performance & Risk
Author Name:	Grant Bennett Service Manager Corporate Planning & performance

EXECUTIVE SUMMARY

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

This report provides the performance results and comments for the month of December 2006. 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 December is Outstanding.

PURPOSE

To provide Council with the Corporate Balanced Scorecard report for the month of December 2006.

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

December rating: Outstanding

Comments:

Proven Earnings Before Interest Tax & Depreciation (EBITD) Savings to Budget (weighting 20%) rated at the outstanding level with a favourable variance to budget at the end of December. This is primarily due to materials and services being underspent by \$3.6 million and employee costs being underspent by \$1.1 million, offset by rates and utility charges \$850,000 behind anticipated levels as are fees and charges by \$160,000. Full details are provided in the monthly finance report.

Cash Levels within Targets (weighting 8%) rated in the above standard range, very close to the target of 4 months cash available.

The Capital Works Program Financial Performance KPI (weighting 12%) compares expenditure on finalised projects with budget. The budget for projects that have been completed to date this financial year was \$6,134,504 and actual was \$6,061,676, representing a 1.2% saving year to date and is a satisfactory result.

Customer Perspective

December rating: Outstanding

Comments:

Capital works program practical completion (weighting 15%) reports on the % of capital project milestones achieved compared to plan. This KPI continues to rate outstanding with milestones overall being well ahead of schedule. Project Delivery Group is well ahead of target with 491 milestones achieved of 343 due, representing 121 out of 242 capital projects having reached practical completion so far this year. Corporate Services is also ahead of schedule with 137 achieved against 120 due and Planning and Policy is also on target. Redland Water and Waste achieved all 4 milestones due this month, and YTD 32 milestones have been achieved against 35 due. The three RW&W milestones outstanding are Dunwich Irrigation Area, NSI small capital projects and Mount Cotton Chlorination project.

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

Compliance with our EPA Licence for Wastewater (weighting 2.5%) rated as outstanding, with no non-compliances during December. The YTD result is that 99.8% of the volume of effluent discharged year to date was compliant with the EPA's requirements.

The number of development assessment, integrated commercial and land development applications processed within IPA timeframes (weighting 10%) improved with 98.6% of decisions made within statutory timeframes in December and the YTD result therefore improving to 95%, which meets the satisfactory target.

Internal Processes Perspective

December rating: Above standard

Comments:

Asset Management Plans Actions Completed (weighting 7.5%) slipped slightly to 87% this month due to the holiday period. 568 of 651 action items due YTD have been completed.

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

People and Learning Perspective

December rating: Outstanding

Comments:

The Lost Time Injury Frequency Rate (weighting 5%) YTD result improved to above standard and it is pleasing to note that no lost time injuries occurred in December.

% implementation of the Tri-Safe audit action plan (weighting 10%) is proceeding well with actions now ahead of schedule and rating at the outstanding level.

RELATIONSHIP TO CORPORATE PLAN

The recommendation primarily supports Council's strategic priority to effective leadership through accountable and ethical standards of behaviour.

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.

CONSULTATION

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

OPTIONS

PREFERRED

That Council resolve to note the Corporate Balanced Scorecard for December 2006.

ALTERNATIVE

That Council resolve to note the Corporate Balanced Scorecard for December 2006 and request additional information.

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

Moved by: Cr Williams
Seconded by: Cr Dowling

That Council resolve to note the Corporate Balanced Scorecard for the month of December 2006.

CARRIED

12.5 COMMITTEE GENERAL BUSINESS

The following items of general business were raised:

- Salary sacrifice for Councillor superannuation;
- FBT implications;
- Election dates.

**COMMITTEE RECOMMENDATION/
COUNCIL RESOLUTION**

Moved by: Cr Williams

Seconded by: Cr Dowling

That the general business items be noted.

CARRIED

13 MAYORAL MINUTE

13.1 FINAL AUDIT REPORT 2005/06

Attachments: [Letter from QAO to Mayor](#)
[Final Audit Findings](#)

BACKGROUND

The *Local Government Act 1993* (the Act) states that the Auditor-General may prepare a report on any audit performed by the Auditor-General for the purpose of the Act.

A copy of the report must be given to the Minister for Local Government and Planning and the Mayor and Chief Executive Officer of the relevant local government. The Act states that the Mayor must table a copy of any report at the next ordinary meeting of the local government.

The Queensland Audit Office has now informed Council that the audit of the financial statements of the Redland Shire Council for 2005/06 has been completed.

Council's annual financial statements have been audited and certified and a copy returned to the Chief Executive Officer.

Copies of the report have been forwarded to the Minister for Local Government and Planning and the Chief Executive Officer of Redland Shire Council as required by section 530(2) of the Act.

COUNCIL RESOLUTION

Moved by: Cr Seccombe

That in accordance with section 530(4) of the *Local Government Act 1993*, the Queensland Audit Office 2005/06 Final Audit Report for Redland Shire Council, as attached, be received.

CARRIED

14 URGENT BUSINESS WITHOUT NOTICE

Nil.

15 MEETING CLOSURE

The Mayor declared the meeting closed at 4.37pm.

Signature of Chairperson: _____

Confirmation date: _____