



**Redland**  
CITY COUNCIL

**MINUTES**

**GENERAL MEETING**

**Wednesday 29 April 2009**

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

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## 1 DECLARATION OF OPENING

The Mayor declared the meeting open at 4.00pm and acknowledged the Quandamooka people, who are the traditional custodians of the land on which Council meets. The Mayor also paid Council's respect to their elders, past and present, and extended that respect to any indigenous Australians present.

## 2 DEVOTIONAL SEGMENT

The Rev David Cox of the Redlands Ministers' Fellowship led Council in a brief devotional segment.

## 3 RECORD OF ATTENDANCE AND LEAVE OF ABSENCE

### MEMBERS PRESENT:

Cr M Hobson PSM	Mayor
Cr T Bowler	Deputy Mayor and Councillor Division 6
Cr W Boglary	Councillor Division 1
Cr C Ogilvie	Councillor Division 2
Cr D Henry	Councillor Division 3
Cr B Townsend	Councillor Division 5
Cr M Elliott	Councillor Division 7
Cr K Reimers	Councillor Division 8
Cr K Williams	Councillor Division 9
Cr H Murray	Councillor Division 10

### EXECUTIVE LEADERSHIP GROUP:

Mr G Stevenson PSM	Chief Executive Officer
Mr G Underwood	General Manager Planning and Policy
Mr G Soutar	General Manager Redland Water
Mr L Smith	Acting General Manager Customer Services
Mr G Jensen	Acting General Manager Corporate Services
Mrs K Fernon	Acting General Manager Governance

### MINUTES:

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

Moved by: Cr Reimers  
Seconded by: Cr Townsend

That the minutes of the General Meeting of Council held on 25 March 2009 be confirmed.

CARRIED

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

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

The following matters outstanding were presented by the Chief Executive Officer and were noted by Council.

#### **5.1.1 PETITION REGARDING RABY BAY CANAL LEVY CHARGES**

At the General Meeting of 26 September 2007, Council resolved that a report be presented to Council addressing a petition which requests that Council contribute 50% of the cost annually to maintain the Raby Bay canals.

A report regarding this matter was presented to Council on 19 December 2007 where consideration of the item was deferred to a future meeting to enable a more detailed report to be prepared and that the report also consider the same issues for Aquatic Paradise and Sovereign Lakes. This report was presented to Council on 28 May 2008 and Council resolved to defer this item until further legal advice is received regarding the legitimacy of the benefit area levy in raising monies for repair to revetment walls.

This matter has been referred to 2009-2010 budget deliberations.

#### **5.1.2 REQUEST FOR REPORT – PROTECTING SIGNIFICANT VEGETATION**

At the General Meeting of 28 May 2008, it was resolved that a report be prepared and presented to Council on the steps Council is taking to protect significant vegetation through the Development Assessment process.

A report addressing this matter will be presented to the Planning & Policy Committee Meeting on 20 May 2009.

#### **5.1.3 REQUEST FOR REPORT – RESEARCH ON THE IMPACT OF TRAIL BIKES ON THE REDLANDS**

At the General Meeting of 30 July 2008, Council resolved that research on the current impacts of trail bikes on the Redlands natural areas be undertaken.

A report addressing this matter will be presented to a Planning & Policy Committee Meeting in September 2009.



#### **5.1.4 PETITION – OBJECTING TO THE TRIAL CLOSURE OF SOUTH STREET, CLEVELAND**

At the General Meeting of 29 October 2008, Council resolved that the petition (containing 298 signatures) from business operators and stakeholders from South Street and Enterprise Street, objecting to the trial closure of South Street, be received, referred to the Planning and Policy Department and considered when a further report is prepared and presented to Council in this matter.

A report addressing this matter is scheduled for the Planning and Policy Committee meeting on 20 May 2009.

#### **5.1.5 POTENTIAL FORMATION OF A BUSINESS IMPROVEMENT DISTRICT**

At the General Meeting of 29 October 2008, Council resolved that a report be prepared and presented to Council outlining the potential formation of a BID (Business Improvement District) in the precinct now formally recognised as CBD (Capalaba Business District).

A report addressing this matter will be presented to a Planning and Policy Committee Meeting in May 2009.

#### **5.1.6 INVESTIGATION, MASTER PLANNING & FEASIBILITY ANALYSIS – COUNCIL OWNED LAND, ISLAND INDUSTRY ZONE, MACLEAY ISLAND AND COMMUNITY PURPOSES ZONE, RUSSELL ISLAND**

At the General Meeting of 29 October 2008, (item 16.1.1 refers) Council resolved that a report be presented to a future Planning & Policy Committee meeting on how a detailed investigation, master planning & feasibility analysis can be progressed on Council owned land on Macleay Island which is zoned Island Industry and Council owned land on Russell Island which is zoned community purposes sub-area CP9 - Future Island Investigation.

A report will be presented to an ensuing Planning & Policy Committee meeting.

#### **5.1.7 PETITION (DIVISION 10) – REMOVAL OF CONCRETE ISLAND AND “GIVEWAY” SIGN IN BAUHINIA STREET, BIRKDALE**

At the General Meeting of 25 February 2009, Council resolved that petition requesting that Council remove the concrete island and “giveaway” sign in Bauhinia Street, Birkdale, adjacent to Carinyan Drive, and replace the sign with a ‘stop’ sign in Carinyan Drive, Birkdale, facing oncoming traffic from Carinyan Drive into Bauhinia Street, be received and referred to the Infrastructure Planning Group to investigate and report to a future Planning & Policy Committee meeting.

A report will be presented to 17 June 2009 Planning & Policy Committee meeting.

#### **5.1.8 PETITION (DIVISION 8) – GARNET STREET, ALEXANDRA HILLS - CONDITION OF ROADWAY**

At the General Meeting of 25 March 2009, Council resolved that the petition from residents of Garnet Street, Alexandra Hills in respect to the poor condition of the road be received and referred to the appropriate area of Council for consideration and a report back to Council.

A report will be presented to the 20 May 2009 Planning & Policy Committee meeting.

#### **5.1.9 PETITION (DIVISION 10) – OFF STREET PARKING – MARY STREET, BIRKDALE**

At the General Meeting of 25 March 2009, Council resolved that the petition requesting more off street parking in Mary Street, Birkdale be received and referred to the appropriate area of Council for consideration and a report back to Council.

A report will be presented to a June Planning & Policy Committee meeting.

#### **5.1.10 PROPOSED ROAD OPENING – SUSAN STREET TO SONIA STREET, RUSSELL ISLAND**

At the General Meeting of 25 March 2009 consideration of this matter (Item 12.3.2) was deferred.

A report will be presented to an ensuing Planning & Policy Committee meeting.

## **6 PUBLIC PARTICIPATION**

### **MOTION TO ADJOURN MEETING**

Moved by: Cr Henry  
Seconded by: Cr Reimers

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

CARRIED

The following speakers addressed Council:

1. Mr L Christophers of Wellington Point addressed Council in relation to the administration of Redland City Council.

2. Mr F Bradley of Cleveland addressed Council in relation to Russell Island and Bay Islands matters.

### **MOTION TO RESUME MEETING**

Moved by: Cr Elliott  
Seconded by: Cr Murray

That the proceedings of the meeting resume.

CARRIED

## **7 PETITIONS AND PRESENTATIONS**

### **7.1 PETITIONS**

#### **7.1.1 PETITION (DIVISION 9) – REQUESTING THAT COUNCIL ADDRESS THE RISING COSTS OF RATES IN REDLAND CITY**

Moved by: Cr Williams  
Seconded by: Cr Townsend

**That the petition, which reads as follows, be received and referred to the appropriate area of Council for consideration during 2009/2010 budget considerations:**

*"Your petitions request that Council in their budget deliberations address the rising cost of rates in Redland City and the difficulty experienced by pensioners in maintaining their own units/homes."*

CARRIED

#### **7.1.2 PETITION (DIVISION 5) – REQUESTING THE SEALING OF COTTON TREE AVENUE, MACLEAY ISLAND**

Moved by: Cr Townsend  
Seconded by: Cr Murray

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

*"We, the undersigned residents of Cotton Tree Avenue, Macleay Island wish to have the said road sealed as soon as possible please."*

CARRIED

### **7.1.3 PETITION (DIVISION 5) – REQUESTING THE INSTALLATION OF A 10 STATION PLAYING ROUND FITNESS CIRCUIT WITH SIGNS AT WESTERN ROAD PARK**

Moved by: Cr Townsend  
Seconded by: Cr Henry

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

*“The residents of Macleay Island ask that Redland City Council consider installing a 10 station playing round fitness circuit with signs at Western Road Park.”*

**CARRIED**

## **7.2 PRESENTATIONS**

### **7.2.1 PRESENTATION (CR ELLIOTT) – 2009 LOCAL GOVERNMENT INFRASTRUCTURE SYMPOSIUM**

Cr Elliott gave a presentation to Council on his attendance at the 2009 Local Government Infrastructure Symposium held from 21 to 24 April 2009 at the Brisbane Convention and Exhibition Centre.

Topics discussed at the symposium included, infrastructure management, roads and transport planning, long term community planning, revenue raising and policy making, adapting to climate change, creating sustainable communities and implementing carbon accounting.

### **7.2.2 PRESENTATION (CR ELLIOTT) – SEQ TRANSPORT INFRASTRUCTURE**

Cr Elliott gave a presentation on the SEQ Transport Infrastructure forum held on 28 April 2009 in Brisbane, which focused on projects, policies and priorities for passenger and freight heavy rail, light rail, bus ways and proposed major public transport corridors for SEQ.

## **8 MOTIONS TO ALTER THE ORDER OF BUSINESS**

### **8.1 MOTION REGARDING PREVIOUS ITEMS 16.1.1 AND 16.3.1 OF AGENDA**

Moved by: Cr Ogilvie  
Seconded by: Cr Williams

That the order of business be altered to bring forward items 16.1.1 *Notice of Motion to Rescind Resolution of Council of 25 March 2009 – Park Naming – Redland Showgrounds* and 16.3.1 *Notice of Motion to Amend Resolution of Council of 25*

*March 2009 – Park Naming – Redland Showgrounds* to be considered as the first and second items of business (now items 10.1.1 and 10.2.1).

CARRIED

## **8.2 MOTION REGARDING PREVIOUS ITEM 16.2.1 OF AGENDA**

Moved by: Cr Williams  
Seconded by: Cr Ogilvie

That item 16.2.1, *Notice of Motion to Rescind a Resolution of Development Assessment Committee of 21 April 2009 – Request to Extend Relevant Period – Multiple Dwelling (x4) at 16 Tramican Street, Point Lookout*, be brought forward and dealt with as the third item of business.

CARRIED

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

### **9.1 MATERIAL PERSONAL INTEREST – ITEM 10.3.1**

Cr Bowler declared a material personal interest in Item 10.3.1 *Notice of Motion to Rescind a Resolution of Development Assessment Committee of 21 April 2009 – Request to Extend Relevant Period – Multiple Dwelling (x4) at 16 Tramican Street, Point Lookout*, as the owner of the property, and left the meeting for consideration of this matter.

### **9.2 CONFLICT OF INTEREST – ITEM 13.3.4**

Cr Boglary declared a conflict of interest in item 13.3.4 *Application for Funding Redland City Chamber of Commerce* as an Executive member of the Board of the Redland City Chamber of Commerce and stated that she would be remaining in the meeting and would be impartial in her consideration and decision in this matter.

**10 NOTICE OF MOTION UNDER SECTION 451 OF *LOCAL GOVERNMENT ACT 1993*****10.1 NOTICE GIVEN BY CR WILLIAMS (DIVISION 9)****10.1.1 NOTICE OF MOTION TO RESCIND RESOLUTION OF COUNCIL OF 25 MARCH 2009 – PARK NAMING – REDLAND SHOWGROUNDS**

On 14 April 2009, Cr Williams gave notice that she intended to move the following motion at today's meeting:

That Council rescind its decision of the General Meeting Minutes of 25 March 2009 relating to item 12.3.4 *Park Naming – Redland Showgrounds*.

Based on the fact that the Mayor subsequently gave notice that she intended to move a motion to amend the decision in this matter and propose a satisfactory outcome, Cr Williams withdrew her motion.

## 10.2 NOTICE GIVEN BY CR HOBSON (MAYOR)

### 10.2.1 NOTICE OF MOTION TO AMEND RESOLUTION OF COUNCIL OF 25 MARCH 2009 – PARK NAMING – REDLAND SHOWGROUNDS

Attachment: [Mr Norm Price – Civic & Community Service](#)

#### Background

At the General Meeting of 25 March 2009, item 12.3.4 of the Minutes, Council resolved as follows:

1. *To name the showgrounds located at 44 Smith Street, Cleveland, as the Redland Showgrounds; and*
2. *To commemorate the name Norm Price Park in heritage signage and showground artworks.*

#### **COUNCIL RESOLUTION**

Moved by: Cr Hobson

Seconded by: Cr Ogilvie

**That Council AMEND its decision of the General Meeting Minutes of 25 March 2009 relating to item 12.3.4 *Park Naming – Redland Showgrounds*, and resolve as follows:**

1. **To name the showgrounds located at 44 Smith Street, Cleveland, as *Norm Price Park - Redland Showgrounds*;**
2. **To commemorate the late Mr James Henry Norman Price MBE MC and recognise the name *Norm Price Park* in heritage signage and showground artworks;**
3. **To install a plaque on the Norm Price Park Entry Statement within the Showgrounds with details in recognition of the late Mr Price's civic and community service, based on the attached. To make arrangements to amend street and directional signage, including street directory reference, to reflect the correct park name;**
4. **That the Price family be consulted prior to final arrangements being made to ensure their agreement in this matter; and**
5. **That Council's resolution in this matter be forwarded to the Price family and the Bayside Bulletin.**

**CARRIED** (unanimously)

Cr Bowler declared a material personal interest in the following item, as the owner of the property, and left the meeting prior to consideration of this matter.

### **10.3 NOTICE GIVEN BY CR WILLIAMS (DIVISION 9)**

#### **10.3.1 NOTICE OF MOTION TO RESCIND A RESOLUTION OF DEVELOPMENT ASSESSMENT COMMITTEE OF 21 APRIL 2009 – REQUEST TO EXTEND RELEVANT PERIOD – MULTIPLE DWELLING (X4) AT 16 TRAMICAN STREET, POINT LOOKOUT**

On 23 April 2009 the Chief Executive Officer (CEO) inadvertently approved the distribution of the following notice of motion (item 16.2.1) for presentation to today's General Meeting. However, the Chief Executive Officer's position is that this notice of motion should be presented to the Development Assessment Committee, as that is the body that made the original decision under delegated authority and, therefore, that is the only body that has authority to rescind its decision.

This matter was listed on today's meeting agenda as Cr Williams legitimately gave notice within the requirements of s.451 of the *Local Government Act* with the intent that this be considered at today's meeting and such notice was approved by the CEO.

This motion, as given by Cr Williams, is presented to Council to determine if it should consider the motion or refer it to the next Development Assessment Committee meeting:

1. That Council RESCIND its decision of the Development Assessment Committee Meeting of 21 April 2009 relating to item 1.2 *Request to Extend Relevant period – Multiple Dwelling (X4) at 16 Tramican Street, Point Lookout*); and
2. That the application for an extension to the Relevant Period of the Material Change of Use for a Multiple Dwelling x 4 on land described as Lot 52 on PL 85432 situated at 16 Tramican Street, Point Lookout, be refused on the following grounds:
  - (i) A Development Permit was issued by way of a negotiated decision on 16 March 2004 under the Superseded Town Planning Scheme for the Shire of Redlands 1988;
  - (ii) An extension of 12 months was issued in 2008 to allow the developer time to commence the development;
  - (iii) The developer has had 5 years to engage a consultant to prepare an on-site sewerage report (not submitted with this Request to Extend the Relevant Period application). This has now been completed but has implications on the design and siting of the units which may result in a Change to an Existing Approval; and



- (iv) There are inconsistencies with the Redlands Planning Scheme – Version 2 in relation to:
- a) Setbacks;
  - b) Height;
  - c) Separation distance between buildings;
  - d) Driveway Crossover; and
  - e) Landscaping and Vegetation.

### **COUNCIL RESOLUTION**

Moved by: Cr Ogilvie

Seconded by: Cr Elliott

**That this item be withdrawn and referred to the next Development Assessment Committee Meeting, scheduled for 5 May 2009.**

### **CARRIED**

A division was called for.

Crs Reimers, Murray, Elliott, Townsend, Henry, Ogilvie, Boglary and Hobson voted in the affirmative.

Crs Williams voted in the negative.

(Cr Bowler was absent from the meeting).

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

Cr Bowler returned to the meeting.

## 11 PLANNING & POLICY COMMITTEE 8/04/09 - RECEIPT AND ADOPTION OF REPORT

Moved by: Cr Murray  
Seconded by: Cr Reimers

That the Planning & Policy Committee Report of 8 April 2009 be received.

CARRIED

### 11.1 PLANNING AND POLICY

#### 11.1.1 REVIEW OF LOCAL LAW NO.1 (ADMINISTRATION)

**Datworks Filename:** L&E Local Law No. 1 - Administration  
**Attachments:** [Administration \(Amendment\) Local Law \(No.1\) 2009](#)  
[Consolidated Version of Administration Local Law No.1 \(Administration\)](#)  
**Responsible Officer Name:** Luke Wallace  
Manager Corporate Planning Performance and Risk  
**Author Name:** Trevor Green  
Senior Advisor Environmental Health

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#### EXECUTIVE SUMMARY

Local Law No 1 (Administration) provides the legal framework for the administration, implementation and enforcement of Council's local laws and subordinate local laws.

The *Local Government Act 1993* (the Act) requires that all Queensland local governments review their local laws between 1 January 2008 and 31 December 2010, to identify and address any possible redundant provisions and anti-competitive provisions. An internal review of the local law identified that changes to the Act necessitated amendment of the local law to upgrade the law to contemporary drafting standards. At the General Meeting of 1 October 2008, Council resolved to propose to make an amendment local law and refer the amendment local law to the Minister for Main Roads and Local Government for State Interest Checking.

Correspondence has since been received from the Department of Local Government, Sport and Recreation advising that as the proposed amendments are not substantial, Council may proceed directly to making the amendment local law.

The report proposes that Council resolves to make the amendment local law, meets its requirements under local law review requirements and adopt a consolidated version of the existing local law and the amending local law.

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**PURPOSE**

- a) To make Redland City Council Administration (Amendment) Local Law (No.1) 2009;
- b) To meet Council's requirements under the Local Government Act 1993 local law review requirements; and
- c) To adopt a consolidated version of Local Law No.1 (Administration) 2003.

**BACKGROUND**

Local Law No 1 was previously reviewed in 2003. At the General Meeting 26 March 2003 Council adopted the Model Local Law and repealed the then existing local law. This was done to bring it into line with changes in State law (Local Government Act 1993).

The Local Government Act 1993 (the Act) requires that all Queensland local governments review their local laws between 1 January 2008 and 31 December 2010 and confirm that they are still relevant. Those local laws not reviewed and confirmed within this period will automatically expire on the 31 December 2010. The Act requires local governments to:

1. Review local laws and subordinate local laws, specifically to identify and address any redundant provisions; and
2. Review all anti-competitive provisions of the local laws and subordinate local laws.

An internal review of Local Law No 1 (Administration) 2003 was conducted by officers. This review identified that further changes to the Local Government Act 1993 necessitated new amendment of the local law to upgrade the law to contemporary drafting standards. An amendment local law was drafted and presented to the General Meeting 1 October 2008, for Council to propose to make the amendment local law.

At the General Meeting 1 October 2008 (Item 12.1.2) Council resolved:

1. That pursuant to section 866 of the Local Government Act 1993 to propose to make Redland City Council Administration (Amendment) Local Law (No. 1) 2008;
2. That Council refers the proposed amending local law to the Minister for Main Roads and Local Government for State Interest Checking; and
3. To delegate to the Chief Executive Officer its powers under section 867(7) of the Local Government Act 1993 to agree to satisfy any conditions imposed by the Minister and proceed further in making the proposed amendment local law by consulting with the public about the proposed amendment local law.

The draft *Redland City Council Administration (Amendment) Local Law (No. 1) 2008* was then referred to the Minister for Main Roads and Local Government for State Interest Checking.

## ISSUES

### LOCAL LAW NO. 1

Local Law No 1 (Administration) provides the legal framework for the administration, implementation and enforcement of Council's local laws and subordinate local laws.

### DRAFT AMENDMENT LOCAL LAW

The draft amendment local law addresses three changes:

1. "Redland Shire Council" is replaced with "Redland City Council".
2. Since Local Law 1 was adopted by Council in 2003, the *Local Government Act 1993* has been amended to detail the process that local governments must follow relating to general complaints. These provisions now supersede the local law provisions, making the local law provisions obsolete. The amendment local law replaces these provisions with a simple referral to the requirements of the Act.
3. Since Local Law 1 was adopted by Council in 2003, *the Local Government Act 1993* has been amended with matters relating to charges under section 974 of the Act being replaced with section 1071A and change of the definition from "charges" to "fees". The amendment local law notes these changes.

These changes are only administrative in nature and do not alter the intent or direction of the local law provisions.

### STATE INTEREST CHECK

Correspondence has recently been received from the Department of Local Government, Sport and Recreation advising that Council may proceed to step 8 of the other local law making process without satisfying steps 3 to 7 inclusive. Council can proceed directly to making the amendment local law.

## RESOLUTIONS

In progressing the local law making process, the report recommendations are in relation to:

1. Making the amendment local law  
This is a standard procedural step in the local law making process.
2. Complying with the requirements of the *Local Government Act 1993* local law review requirements  
A specific resolution is included to address the requirements of the Act to review the local law in accordance with the 2008 - 2010 review provisions.

### 3. Making a consolidated local law

Recent amendments to the Act now allow local governments to make consolidated copies of their local laws and subordinate local laws (consolidating the existing law with the amendment law into the one document). The consolidated local law then becomes a legal version of the two laws, which can be used in a court of law. This reduces potential confusion from having to read the two documents, referencing the existing law with the amendment law.

## RELATIONSHIP TO CORPORATE PLAN

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

## FINANCIAL IMPLICATIONS

The short term financial implications are minor in relation to the amendment process. Costs are estimated at approximately \$1,000, which will be funded from the Corporate Planning, Performance and Risk operational budget.

## PLANNING SCHEME IMPLICATIONS

There are no Redlands Planning Scheme implications.

## CONSULTATION

Consultation has occurred with the Office of the Chief Executive Officer, Legal Services and King and Company Solicitors. All are in agreement with the proposed amendments to the local law.

## OPTIONS

### PREFERRED

That Council resolve as follows:

1. That given that the Minister considers that Redland City Council Administration (Amendment) Local Law (No.1) 2009 (previously Redland City Council Administration (Amendment) Local Law (No.1) 2008) only amends Local law No. 1 (Administration) 2003 to make an insubstantial change and that the Minister has stated pursuant to section 867(4) of the *Local Government Act 1993* that Council may proceed to step 8 of the other local law making process without satisfying steps 3 to 7 inclusive, Council resolves to make Redland City Council Administration (Amendment) Local Law (No.1) 2009 (previously Redland City Council Administration (Amendment) Local Law (No.1) 2008) without satisfying steps 3 to 7 inclusive of the other local law making process;
2. That Council has reviewed, under section 899C of the *Local Government Act 1993*, each provision contained in Local Law No. 1 (Administration) 2003 (as

amended by Redland City Council Administration (Amendment) Local Law (No.1) 2009) and decided that the local law does not contain any redundant provisions;

3. That Council adopt the consolidated version of Local Law No.1 (Administration) 2003 in the form as attached.

#### **ALTERNATIVE**

That Council not progress the local law amendment process.

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

Moved by: Cr Murray

Seconded by: Cr Bowler

**That Council resolve as follows:**

1. That given that the Minister considers that Redland City Council Administration (Amendment) Local Law (No.1) 2009 (previously Redland City Council Administration (Amendment) Local Law (No.1) 2008) only amends Local law No. 1 (Administration) 2003 to make an insubstantial change and that the Minister has stated pursuant to section 867(4) of the *Local Government Act 1993* that Council may proceed to step 8 of the other local law making process without satisfying steps 3 to 7, inclusive, Council resolves to make Redland City Council Administration (Amendment) Local Law (No.1) 2009 (previously Redland City Council Administration (Amendment) Local Law (No.1) 2008) without satisfying steps 3 to 7 inclusive of the other local law making process;
2. That Council has reviewed, under section 899C of the *Local Government Act 1993*, each provision contained in Local Law No. 1 (Administration) 2003 (as amended by Redland City Council Administration (Amendment) Local Law (No.1) 2009) and decided that the local law does not contain any redundant provisions; and
3. That Council adopt the consolidated version of Local Law No 1 (Administration) 2003 in the form as attached.

**CARRIED**

**11.1.2 REDLANDS RAMP PARK REVIEW 2008-2012**

**Dataworks Filename:** P&R Skate Parks  
**Attachment:** [RCC Ramp Park Strategy 2008-2012](#)  
**Responsible Officer Name:** Emma Baker  
Acting Senior Adviser Open Space Planning  
**Author Name:** Ian Lowndes  
Adviser Landscape Architecture

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**EXECUTIVE SUMMARY**

Redland City Council has an extensive supply of ramp parks, providing users with a variety of challenges, whether they ride skateboards, bikes, scooters or in-line skates.

The Redland City Council Ramp Park Strategy 2008 -2012 recommends the following:

1. Continuing the supply of ramp parks within Redland City, as the high success of current facilities continues to match developments in contemporary youth issues and health and social benefits for young people in the Redlands;
2. Gap analysis shows Redlands' parks form a solid network, with only one area, Wellington Point/Ormiston requiring a facility. A new park facility is proposed for Wellington Point / Ormiston with the location yet to be determined;
3. Extensive upgrade works are recommended for existing facilities at the Cleveland, Victoria Point, Mount Cotton, Alexandra Hills and Thorneside ramp parks;
4. Discontinue the use of asphalt in the construction or refurbishment of all ramp parks with future specifications to detail concrete surface finishes as a minimum;
5. Provide supporting park infrastructure and landscape improvements to increase usability and user comfort. Future upgrade work should include facilities such as seating, shade, shelter, water, toilets, carparking and other youth focused facilities.

The review and Strategy determines:

- The condition and performance of the Redland City Council's twelve ramp parks;
- The need for repairs, extensions, replacements and upgrades of these facilities;
- The possible need, location and specification of new facilities in the City in the next 10 years;
- Identification of strategic direction in ramp park design to guide changes over the next 10 years.

## PURPOSE

The purpose of this report is to present the Redlands Ramp Park Review 2008-2012 to Council for adoption.

## BACKGROUND

Since 2001, Redland City Council has regularly strategically reviewed its ramp parks. This report is a continuation of these regular reviews. In addition to reviewing the condition of individual facilities, this report looks at development and trends in unstructured play to identify issues and to ensure ramp park designs match changes in patterns and types of demands:

- In 2000/2001 Redland Shire Council prepared the first Redland Skate Facility Report which reviewed Council's skate parks and assessed their condition, usage and made recommendations in regards to existing facilities as well as new facilities. The report recommended 4 new skate parks at Alexandra Hills, Ormiston, Thorneside and Redland Bay and all with the exception of Ormiston have been constructed.
- In 2004, Council engaged ROSS Planning to prepare the Skate Park Review and Strategy 2004-2009 and the report made recommendation in regards to existing and proposed new facilities. The key recommendations of this report were implemented with the exception of the location of a new facility in Wellington Point/Ormiston.

Another key recommendation from the ROSS Planning Review was to adopt a new name for the facilities replacing "Skate Park" with a more encompassing term. Ramp Park is an inclusive term which acknowledges the diversity of users and uses of these park facilities.

## ISSUES

### CURRENTLY RAMP PARK FACILITIES

Redland City has 12 ramp park facilities consisting of the following:

1.	Cunningham Street Dunwich	North Stradbroke Island
2.	Skatebowl Park Dunwich	
3.	Amity Point	
4.	Point Lookout Oval	
5.	Wellington and Russell Street	Cleveland
6.	William Stewart Park	Thornlands
7.	Cascade Gardens	Victoria Point
8.	Weinam and Hamilton Streets	Redland Bay
9.	Adjoining Mount Cotton Community Park	Mt Cotton
10.	Windermere Road Park	Alexandra Hills
11.	Redlands Youth Plaza	Capalaba
12.	Mooroonda Road Park	Thorneside



### COMMUNITY AND HEALTH BENEFITS ASSOCIATED WITH RAMP PARKS

The most obvious benefit of ramp parks is to provide a venue for informal exercise. This has a number of health benefits resulting from keeping the users active, including reducing the risk of obesity, preventing depression and promoting brain development in children.

There are many community and social benefits of ramp parks and as the park facilities are free, they provide an active venue that is economically accessible. Ramp Parks are unrestrictive to gender or age and provide an important social function for a wide range of children and young people. Ramp parks provide opportunities for young people to get active, socialise with and beyond their friends, “vent in their own space” and challenge themselves physically with every visit.

### RAMP PARK GAP ANALYSIS

Current supply analysis shows a strong network of ramp parks across the city, with a significant shortfall identified in the Wellington Point/Ormiston area. Other current supply gaps are Point Talburpin.

The methodology for this supply and gap analysis was based on a catchment size of a 2.5km radius superimposed over the population density maps of city.

Overlaid onto the supply analysis was the Australian Bureau of Statics projected population 2006-2011 for 5-24year olds and indicated the need for facilities within Birkdale and future needs for new facilities in the southern expansion areas such as Redland Bay.

The Southern Moreton Bay Islands have been identified as requiring a youth facility through consultation undertaken associated with the SMBI Sport and Recreation Strategy.

### ONGOING MAINTENANCE

Current ongoing maintenance issues in and surrounding ramp parks are as follows:

- **Erosion** – the grassed apron areas surrounding the concrete concourse experience high levels of wear and tear due to users entering and re-entering the facility;
- **Rubbish** – the need for additional bins and for the better location and design of bins within the ramp park may reduce rubbish within a park;
- **Vandalism** – Graffiti is the primary vandalism issue as “tagging” the ramp concrete surface increases the slip factor inturn making the facility unsafe. Some graffiti is offensive and contains inappropriate graphics with regards to younger users. Damage to furniture and other park facilities are evident with a need to better locate and design according to the user group, in turn reducing vandalism;

- **Seating** – the current seating specification within ramp parks needs to be reviewed as the selection is not appropriate and are not robust enough to deflect the physical abuse from ramp users.

#### DIRECTIONS AND CONSIDERATIONS

Provide safe beginner areas to encourage new, beginner and female users;

Extend and adopt new design directions to ramp park facilities to cater for BMX and scooters;

Provide lineal facilities and shared spaces within our parks to create youth spaces;

Utilise “place making“ or branding devices to increase the profile of ramp parks in Redlands;

Design into Council ramp parks low maintenance, environmentally sustainable and innovative solutions.

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

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

#### **FINANCIAL IMPLICATIONS**

Below is the current 10 year capital program for each ramp park. The budget allocated for each ramp park is dependent on Council being successful in gaining grant funding and on capital budget allocations in the annual budget.

<b>FINANCIAL YEAR</b>	<b>PROJECT LOCATION</b>	<b>10 YEAR CAPITAL</b>	<b>GRANT FUNDING</b>	<b>TOTAL BUDGET</b>
<b>1</b>	Cleveland	\$100,000	\$100,000	\$200,000
<b>2</b>	Cleveland	\$100,000	\$100,000	\$200,000
	Victoria Point	\$100,000	\$100,000	\$200,000
<b>3</b>	Alexandra Hills	\$100,000	\$100,000	\$200,000
	Ormiston/Wellington Pt	\$300,000	\$300,000	\$600,000
<b>4</b>	Redland Bay	\$100,000	\$100,000	\$200,000
<b>5</b>	Thorneside	\$100,000	\$100,000	\$200,000
<b>6</b>	Redland Youth Plaza	\$188,000	\$188,000	\$376,000
	NSI Point Lookout Oval	\$80,000	\$80,000	\$160,000

FINANCIAL YEAR	PROJECT LOCATION	10 YEAR CAPITAL	GRANT FUNDING	TOTAL BUDGET
	Mt Cotton	\$80,000	\$80,000	\$160,000
7	NSI Amity	\$80,000	\$80,000	\$160,000
	Thornlands	\$250,000	\$250,000	\$500,000
8	NSI Dunwich	\$90,000	\$90,000	\$180,000
9	Redland Youth Plaza	\$100,000	\$100,00	\$200,000
	Redland Bay	\$200,000	\$200,000	\$400,000
	Mt Cotton	\$300,00	\$300,000	\$600,000

### PLANNING SCHEME IMPLICATIONS

There are no Planning Scheme implications associated with the adoption of the Ramp Park Strategy; however there will be implications associated with the designation of land associated with the Mount Cotton Ramp Park.

### CONSULTATION

Consultation for the ramp park review involved a series of informal and formal meetings with key stakeholders, conducted from August 2008 to February 2009. The stakeholders included ramp park users and carers of users, Councillors and key RCC staff such as the Parks Department.

Consultation commenced on the 16 August at Mooroodu Park, Thorneside. These primary consultations involved reviewing the facilities in terms of design and maintenance, as well as talking to any users present. Users were encouraged to provide input through face to face interviews and email.

Interviewees were encouraged to pass on through word of mouth about the consultation process, with many interviewees after this commenting that they had heard about the process prior to their engagement.

This initial round of consultation concluded on the 12 September with a visit to Stradbroke Island.

Once the initial round of consultation was completed, data was collated and additional visits to key areas and stakeholders organised. This included discussions with Parks and Conservation Unit, Community and Social Planning, and members of the Open Space Planning Unit. Issues discussed included ongoing maintenance and social issues, as well as budget allocations and priorities.

Additionally, with regards design changes to the Ramp Facilities, opinions were sought from local users regarding specific changes, some of whom included professional and sponsored riders.

Congruently, visits were conducted to several other parks out of Redland City specifically at the request of local riders who preferred the features of these local parks. In other cases the report author had prior experience of the parks mentioned by interviewees and site visits were either unnecessary, or were conducted on weekends.

At first draft stage, Councillors and other internal stakeholders were invited to review and provide feedback on the report.

This was repeated twice, as the report was refined. In November-December Councillors were invited to discuss and/or visit their local facility with review author Ian Lowndes to discuss the various recommendations of the report.

#### PUBLIC NOTIFICATION

Following Council's adoption of the Redland City Council Ramp Park Strategy 2008-2012, it is proposed that the following be undertaken:

- Redland City Council Ramp Park Strategy 2008-2012 on Public Display;
- Redland City Council Ramp Park Strategy 2008-2012 on Council website;
- Media Release.

#### **OPTIONS**

##### **PREFERRED**

That Council resolve to adopt the Redland City Council Ramp Park Strategy 2008-2012 for planning purposes and proceed with the development of concept plans for the 10 year capital works program.

##### **ALTERNATIVE**

That Council resolve to defer the adoption the Redland City Council Ramp Park Strategy 2008-2012 for planning purposes to an ensuing Planning and Policy Committee meeting, pending the provision of additional information as requested by Council.

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

That Council resolve to adopt the Redland City Council Ramp Park Strategy 2008-2012 for planning purposes and proceed with the development of concept plans for the 10 year capital works program.

**COMMITTEE RECOMMENDATION/  
COUNCIL RESOLUTION**

Moved by: Cr Williams  
Seconded by: Cr Elliott

**That Council resolve to adopt the Redland City Council Ramp Park Strategy 2008-2012 for planning purposes, noting that the timeframes stated in the strategy are indicative only, and proceed with the development of concept plans for the 10 year capital works program.**

**CARRIED**

A division was called for.

Crs Reimers, Elliott, Bowler, Williams, Townsend, Henry, Ogilvie, Boglary and Hobson voted in the affirmative.

Cr Murray voted in the negative.

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

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### 11.1.3 PROPOSED ROAD OPENING - CRESCENT DRIVE TO VICTORIA AVENUE, RUSSELL ISLAND

**Dataworks Filename:** RTT Roads

**Attachments:** [Drg No AV35-1-1](#)  
[Survey plan front cover](#)  
[Survey plan second page](#)

**Responsible Officer Name:** David Elliott  
Manager Infrastructure Planning

**Author Name:** Tom McErlain  
Casual Draftsman

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#### EXECUTIVE SUMMARY

The owners of 33 Victoria Avenue, Russell Island, have written to Council requesting that formalised road access be provided to Victoria Avenue, Russell Island. Currently properties in Victoria Avenue without formal road access are identified as Drainage Constrained Land under the Flood Prone Storm Tide and Drainage Constrained Land Overlay because they do not have all weather access. These designations significantly reduce the development potential of properties in Victoria Avenue, even though they are considered suitable to accommodate dwellings.

#### PURPOSE

To seek Council's permission to create a road reserve on flood free land over lots 165 and 166 on RP122549 in accordance with the *Land Act 1994* and the *Land Title Act 1994*.

#### BACKGROUND

Council's engineering consultant, Guthridge, Haskins and Davey, identified the access problem to Victoria Avenue, Russell Island, caused by flooding as part of their Southern Moreton Bay Islands (SMBI) Planning and Land Use Study in January 1999.

Over a period of years, the ownership of various lots in this locality have passed into Council ownership and this has now provided an opportunity to formalise a flood free road connection from Crescent Drive to Victoria Avenue via the subject lots. The two subject lots are identified in the Planning Scheme as:

Zone	Community purpose
Sub Area	CP7 - Infrastructure

#### ISSUES

As part of the SMBI Planning and Land Use Strategy, Council resolved to alleviate access problems where practicable.

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The implications of the Officer's Recommendation will result in nine lots zoned Residential being removed from the Drainage Constrained Land category and subsequently improve their value. One of these lots is Council owned.

To comply with the SMBI Planning and Land Strategy and Planning Scheme it is recommended:

1. That lots 165 and 166 on RP122549 be opened as road;
2. That Council surrender to the state lot 165 (area 625 square metres) and lot 166 (area 541 square metres) for road purposes; and
3. That after access to Victoria Avenue is attained, the onerous condition of the Flood Prone Storm Tide and Drainage Constrained Land Overlays be alleviated through an amendment to the Redland Planning Scheme. At the present time there is no all weather access to the southern section of Victoria Avenue.

### **RELATIONSHIP TO CORPORATE PLAN**

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

### **FINANCIAL IMPLICATIONS**

The cost associated with the Officer's Recommendation such as the gravel access, (approximately \$10,000) road opening application fee (approximately \$700), survey (approximately \$4,000) and legal fees (approximately \$1,000) could be charged to the SMBI Reserve Account. The estimated total cost is about \$20,000, which will be referred to at the Q3 budget review.

### **PLANNING SCHEME IMPLICATIONS**

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

### **CONSULTATION**

The Manager Infrastructure Planning has consulted with the Divisional Councillor, Property Services Manager, Principal Advisor Urban and Rural Planning, Senior Advisor Spatial Management, Advisor Environmental Management and the Land Development Services Manager.

**OPTIONS****PREFERRED**

1. To apply to the Department of Natural Resources and Water for lots 165, 83 Crescent Drive, and 166, 37 Victoria Avenue on RP122549, Russell Island, to be surrendered to the State and be opened as a road;
2. That Council construct a gravel access from Crescent Drive to Victoria Avenue on the subject lots; and
3. That the Chief Executive Officer be delegated authority to sign all necessary documentation associated with the transfer of the subject lots for road purposes.

**ALTERNATIVE**

That Council do nothing and maintain the status quo.

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

Moved by: Cr Murray

Seconded by: Cr Bowler

**That Council resolve as follows:**

1. **To apply to the Department of Natural Resources and Water for lots 165, 83 Crescent Drive, and 166, 37 Victoria Avenue on RP122549, Russell Island, to be surrendered to the State and be opened as a road;**
2. **To construct a gravel access from Crescent Drive to Victoria Avenue, Russell Island on the subject lots; and**
3. **That the Chief Executive Officer be delegated authority to sign all necessary documentation associated with the transfer of the subject lots for road purposes.**

**CARRIED**



## 11.2 OFFICE OF CEO

### 11.2.1 COUNCILLORS' COMMUNITY BENEFIT FUND - DIVISION 4 - CONTRIBUTION TOWARDS COMBINATION GOAL POSTS – VICTORIA POINT HIGH SCHOOL

**Datworks Filename:** G&S Councillors Community Benefit Fund  
**Responsible Officer Name:** Gary Stevenson  
Chief Executive Officer  
**Author Name:** Tina Robinson  
Executive Support Officer

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#### EXECUTIVE SUMMARY

Council annually allocates in its budget an amount for discretionary spending by Divisional Councillors known as the Councillors' Community Benefit Fund (CCBF). All requests for funding individual projects with a greater expenditure than \$5,000.00 requires approval from Council.

This request is for an amount of \$7,123.64 (GST Exclusive) to be allocated towards the purchase of AFL combination rugby/soccer goal posts for Victoria Point High School.

#### PURPOSE

The purpose of this report is to seek approval from Council for an allocation from the Division 4 portion of the CCBF for \$7,123.64 (GST Exclusive) to purchase AFL combination rugby/soccer goal posts for the Victoria Point High School.

#### BACKGROUND

Former Councillor Peter Dowling (Division 4), prior to his resignation requested that consideration be given to allocate funds from the Division 4 portion of the CCBF to assist Victoria Point High School with the purchase of AFL combination rugby/soccer goal posts.

The Councillor discussed this project with representatives from Victoria Point High School who advised that the combination goal posts could be utilised by local primary schools and sporting clubs who would then be able to offer additional services to the community, eg sporting holiday clinics and coaching programs.

To further support the CCBF application received from Victoria Point State High School, the following clubs provided letters of support:

- Redlands Junior Rugby League;

- Redland Australian Football Club.

Both clubs recognised the significant impact the school's current programs (Vikings Academy Excellence Program and the AFL Excellence Program) have on the youth within the community and the contribution this program has made to the lives of the numerous players within these clubs.

A signed Community Benefit Fund application form was presented to the Office of the Chief Executive Officer, prior to the resignation from Council of the Division 4 Councillor.

## **ISSUES**

The Division 4 portion of the Councillors' Community Benefit Fund has sufficient funds to cover this request.

## **RELATIONSHIP TO CORPORATE PLAN**

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

## **FINANCIAL IMPLICATIONS**

The Division 4 portion of the Councillors' Community Benefit Fund has sufficient funds to allocate an amount of \$7,123.64 (GST Exclusive) to support this request.

The required number of quotations was provided as per the CCBF Guideline (GL-2034).

## **CONSULTATION**

The Division 4 Councillor consulted with representatives from the Victoria Point High School prior to his resignation from Council.

## **OPTIONS**

### **PREFERRED**

That Council resolve to approve the allocation of \$7,123.64 (GST Exclusive) from the Division 4 portion of the Councillors' Community Benefit Fund to purchase AFL combination rugby/soccer goal posts for Victoria Point State High School

### **ALTERNATIVE**

That Council not approve the allocation of \$7,123.64 (GST Exclusive) from the Division 4 portion of the Councillors' Community Benefit Fund to purchase AFL combination rugby/soccer goal posts.

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

Moved by: Cr Murray  
Seconded by: Cr Bowler

**That Council resolve to approve the allocation of \$7,123.64 (GST Exclusive) from the Division 4 portion of the Councillors' Community Benefit Fund to purchase AFL combination rugby/soccer goal posts for Victoria Point High School.**

**CARRIED**

## 12 REDLAND WATER COMMITTEE 21/04/09 - RECEIPT AND ADOPTION OF REPORT

Moved by: Cr Henry  
Seconded by: Cr Boglary

That the Redland Water Committee Report of 21 April 2009 be received.

CARRIED

### 12.1 CORPORATE SERVICES

#### 12.1.1 WATER REFORM – LAND TENURE – WASTEWATER TREATMENT PLANTS

**Dataworks Filename:** GOV WRAD PCG - Legal & Regulatory - Land Tenure

**Attachments:** [Plans for 7 WWTP sites](#)

**Responsible Officer Name:** Eleanor Bray  
Water Reform Manager

**Author Name:** Diane Green  
Water Reform Program Coordinator

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#### EXECUTIVE SUMMARY

Redland City Council (RCC) is currently undertaking a land tenure project in relation to the south-east Queensland (SEQ) Water Reform Program (WRP) coordinated through the Council of Mayors (COM). The land tenure project has been established to identify land parcels for transfer to the new distribution entity. In this report, land associated with the 7 wastewater treatment plants (WWTPs) has been investigated. A number of surveys are proposed to separate land parcels for transfer to the distribution entity whilst maintaining Council's control and interest in some land surrounding several WWTP sites for environmental purposes.

#### PURPOSE

The purpose of this report is to seek Council approval for the reconfiguration of land associated with the 7 WWTPs, and agree in principle to the proposed wastewater treatment land parcels recommended for transfer to the new water distribution entity.

#### BACKGROUND

In the second stage of the water reforms, Councils' water businesses will be separated from Councils and run through a single distribution business and three water retailers by July 2010.

The majority of water assets remaining in Council will be transferred to the new water distribution business by 1 July 2010. A specific project group has been formed within Council to investigate all land tenure issues associated with the water assets. The land tenure project has divided the project into 5 components each of which will be investigated and reported progressively to Council.

The 5 components being investigated are land associated with:

1. wastewater treatment plants;
2. water reservoirs;
3. water pump stations;
4. wastewater pump stations; and
5. access reserves and sundry items.

Investigations have been completed for the first component; land associated with WWTPs. Several discussions and workshops have been conducted with officers across the south-east region as well as internally within RCC to determine the appropriate actions required.

## **ISSUES**

RCC has control of 7 WWTPs that will be transferred to the distribution entity. Five of the WWTPs are located on the mainland and 2 are located on North Stradbroke Island (NSI). Details of each site and proposed action required to transfer to the distribution entity are as follows:

### **SITE 1- POINT LOOKOUT**

Address: Mooloomba Road  
RPD: Lot 130 SL13002  
Lot 46 SL2484

- This site is located on state land over which Council has occupation as trustee.
- It is proposed to undertake a survey of Lot 130 around the actual site of the WWTP for subdivision and future transfer to the distribution entity.
- A new WWTP is proposed on Lot 46. Survey of the site is required for the subdivision of land around the future WWTP which would then be proposed for transfer to the distribution entity.
- A statutory licence is proposed for irrigation purposes over Lot 130 SL13002 for the proposed new WWTP.

### **SITE 2 - DUNWICH**

Address: Ballow Road  
RPD: Lot 1/2 SP117361  
Lot 123 SL8150  
Lot 67 SP104056

- This site (Lots 1 & 2 SP117361) is located on state land over which Council holds a term lease.
- No survey is required as the whole site on Lots 1 & 2 is occupied by the WWTP.
- It is proposed to transfer the term lease for Lots 1 & 2 SP11736 to the distribution entity.
- A statutory licence is proposed for irrigation purposes over Lot 123 & Lot 67 for the WWTP.

**SITE 3 - THORNESIDE**

Address: Quarry Road

RPD: Lot 2 SP133567

- This site is freehold land in ownership of Redland City Council, Redland Water.
- It is proposed to undertake a survey of Lot 2 around the actual site of the WWTP for subdivision and future transfer to the distribution entity. The proposed subdivision of land will include all land up to the railway boundary on the north-east side of the lot and exclude the portion of land to the south and west as CN1 zoning (which is a sub area of the conservation Zoning for Environmental and Drainage Constrained Land) which will be retained by Council for environmental purposes. It will be necessary to dedicate as roadway, part of Lot 1 RP119109 to allow legal access to the site.
- The road reserve on Quarry Road adjacent to Lot 1 RP119109 is proposed for future road closure and establishment as a reserve for environmental purposes.

**SITE 4 - CAPALABA**

Address: Smith Street

RPD: Lot 2 RP165277

Lot 3 RP150397

- These parcels of land are freehold in ownership of Redland City Council, Redland Water.
- A survey is proposed for future subdivision around the WWTP taking a section of land from the western side of Lot 3 and sub section of Lot 2 following the perimeter fence of the WWTP (proposed Lot 2).
- The lot that contains the WWTP (proposed Lot 2) is proposed for transfer to the new distribution entity.
- Lot 702 will be retained by RCC to act as a buffer area.
- The southern section of Lot 2 is proposed to remain in Council control and be reconfigured with Lot 701 SP160859 (proposed Lot 3) for future road purposes and ownership by Redland Environmental Management.

- Lot 1 RP178370, Lot 12 RP201743, Lot 2 RP184471, Lot 3 RP178350, Lot 4 RP178381 and remaining portion of Lot 3 RP150397 – it is proposed to amalgamate all parcels into one proposed lot (proposed Lot 1).

## SITE 5 – VICTORIA POINT

Address: Link Road  
RPD: Lot 56 SL8061  
Lot 3 RP173508  
Lot 2 RP196484

- The plant is located on Lots 2, 3 & 56.
- Lot 2 and 3 are freehold in ownership of Redland City Council, Redland Water and Lot 56 is state land with Redland Water as trustee.
- A survey is required to subdivide a small portion of Lot 2, as per the boundary fence of the WWTP, which will then be joined with Lot 3 which is proposed for transfer to the distribution entity (proposed Lot 3).
- Lot 56 will be surveyed for subdivision to retain a minimum 40-metre boundary between the creek and the WWTP on the north-west side in accordance with the attached plan to allow for future expansion which is proposed for transfer to the distribution entity (proposed Lot 2). The balance of the site is to be retained by Council as trustee for environmental purposes (proposed Lot 1).
- Proposed Lot 1 access has 2 options for access. Option A at the southern end of Lot 56 or an easement in proposed Lot 4.
- Lot 18 RP888712 and Lot 41 RP855434 are freehold in the ownership of Redland City Council, Parks and Conservation. Lot 2 RP196484 is freehold in the ownership of Redland City Council, Redland Water. It is proposed to amalgamate these lots and transfer ownership to Redland Environmental Management.

## SITE 6 - REDLAND BAY

Address: German Church Road  
R.P.D: Lot 3 SP117639

- This is freehold land in ownership of Redland City Council, Redland Water. It is proposed to transfer the whole site to the distribution entity.

## SITE 7 CLEVELAND

Address: Weippin Street  
RPD: Lot 171 SL7400

- This site is located on State land over which Redland Water holds a term lease over the whole site.
- Council has previously granted approval to the subdivision of this site in accordance with the plan attached.
- It is proposed that ownership of proposed Lot 1 be transferred to Redland City Council Environmental Management as lessee and ownership of Lot 2 be transferred to the distribution entity as lessee.

- Additional survey is required for the subdivision of the south section of the lot adjacent to Lot 241 SL7399 (proposed Lot 3 and 4). This section will be retained by Council for environmental purposes and transferred to Redland City Council Environmental Management as lessee.

## **RELATIONSHIP TO CORPORATE PLAN**

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

## **FINANCIAL IMPLICATIONS**

Costs of survey and other expenses involved in this proposal are estimated to be \$50,000.

## **PLANNING SCHEME IMPLICATIONS**

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

## **CONSULTATION**

Council's Water Retail & Distribution Projects Team has consulted with:

- RCC's Property Services Manager;
- General Manager Redland Water;
- Manager Treatment Operations Redland Water;
- Manager Environmental Management;
- Senior Advisor Spatial Management; and
- Land Use Planning Group.

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

Moved by: Cr Henry

Seconded by: Cr Elliott

**That Council resolve, in preparation for transfer of identified land parcels to the SEQ Distribution Entity (Interim) Pty Ltd, to delegate authority to the Chief Executive Officer to:**

1. **Survey and reconfigure and/or amalgamate, as appropriate, and in accordance with the details in this report:**
  - a) **Site 1 – Mooloomba Road, Point Lookout - Lot 130 on SL13002 and Lot 46 on SL2484;**



- b) Site 2 – Ballow Road, Dunwich - Lot 1/2 on SP117361, Lot 123 on SL8150 and Lot 67 on SP104056;
  - c) Site 3 – Quarry Road, Thorneside - Lot 2 on SP133567;
  - d) Site 4 – Smith Street, Capalaba - Lot 2 on RP165277 and Lot 3 on RP150397;
  - e) Site 5 – Link Road, Victoria Point - Lot 56 on SL8061, Lot 3 on RP173508 and Lot 2 on RP196484;
  - f) Site 6 – German Church Road, Redland Bay - Lot 3 on SP117639;
  - g) Site 7 – Weippin Street, Cleveland - Lot 171 on SL7400; and
2. Make, vary, discharge and execute any relevant contracts in this matter.

**CARRIED**

## 12.1.2 WATER REFORM UPDATE

**Datworks Filename:** WS Planning – Water Reform  
**Responsible Officer Name:** Eleanor Bray  
Manager Water Reform  
**Author Name:** Taryn Davey  
Project Support Officer

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### EXECUTIVE SUMMARY

Stage 2 of the water reform institutional arrangements are well underway with 10 councils in south-east Queensland (SEQ) forming one distribution and 3 retail entities to manage the delivery of water and wastewater services from 1 July 2010. The Weller Report, which undertook a review of Queensland government bodies, was released at the end of March making some specific recommendations on the state water authorities. These recommendations are currently being reviewed by the state. A draft customer code has also been released for comment by the Queensland Water Commission (QWC).

The Council of Mayors' SEQ (COMSEQ) water reform program (WRP) has continued work on the due diligence (DD) project and workforce framework as well as co-ordinating the procurement options for retail systems.

### PURPOSE

The purpose of this report is to provide Council with an update on the regional water reform within SEQ.

### BACKGROUND

The state government has commenced major water reforms in SEQ. These reforms include the separation and transition of local government water businesses into new separated regional water distribution and retail businesses.

### ISSUES

#### 1. SEQ water reform institutional arrangements

The State Government has received a report from a review team headed by Professor Pat Weller "Brokering Balance: A Public Interest Map for Queensland Government Bodies". Within this report, the following recommendations were made:

- **"Recommendation 53 :**  
**Queensland Water Commission**  
The Queensland Water Commission should be abolished and its functions should be transferred into the Department."

- **“Recommendation 54:**  
**Queensland Bulk Water Supply Authority**  
**Queensland Bulk Transport Authority (trading as LinkWater)**  
**Queensland Manufactured Water Authority (trading as WaterSecure)**  
**SEQ Water Grid Manager**  
The 4 bulk water infrastructure bodies should be abolished and the functions should be transferred into the Department.”

The Premier has requested that Ministers investigate the implications and speak to stakeholders in relation to wider implications. As such, COMSEQ is preparing a submission for discussion with Ministers.

## **2. Customer code**

QWC has released a draft customer code outlining the service obligations and service standards for the distribution and retail businesses, as well as the rights and obligations of customers. The code elaborates on the customer protection framework including issues such as credit management arrangements, customer hardship and billing content. After consulting with councils, the WRP will provide feedback to QWC for consideration.

## **3. Distribution**

While recruitment and establishing a sound governance framework has dominated work activity at the distribution entity, the business has also achieved the following activities over the last month:

- a preferred tenderer has been selected for the distribution business branding strategy;
- selected a partner via expression of interest (EOI) to develop options for how the business can optimise infrastructure planning, procurement and delivery;
- prepared and posted a request for proposal for a panel of providers to assist in the preparation and delivery of the ICT architecture strategy, and
- prepared a framework for policy and procedures that is being populated.

## **4. Retail**

- An EOI was released in early April to seek suitable IT systems and data migration suppliers to undertake the establishment and implementation of the new systems required for the retail entities.
- The first meeting of the Customer Communication and Marketing (CCAM) working group was held this month with marketing and communication officers from each council in attendance.
- The purpose of the CCAM group is to develop and deliver an external communications plan that will focus on water and wastewater customers. The customer messages will be distributed via council channels such as rates notices and council publications, introducing the new businesses and creating awareness amongst the community.

- Retailer 3 councils (Redlands, Logan, Gold Coast and Scenic Rim) are in the process of recruiting a Project Manager for Retailer 3 to assist in the establishment of the new business.

#### **5. Due diligence project**

The DD project, co-ordinated through the COM WRP is well underway within Redland City Council (RCC) with the collection of necessary information to enable a successful transition of the water business. Council officers have responded well to the additional workloads and have provided information within the required timeframes.

#### **6. Workforce framework**

The COM WRP human resources and industrial relations stream continues to work on the workforce framework and a protocol for the EOI process.

### **RELATIONSHIP TO CORPORATE PLAN**

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

### **FINANCIAL IMPLICATIONS**

There are no financial implications within this report.

### **PLANNING SCHEME IMPLICATIONS**

There are no planning scheme implications within this report.

### **CONSULTATION**

Consultation occurred with the:

- Water Retail and Distribution Project Team; and
- Water Reform Steering Group.

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

Moved by: Cr Henry  
Seconded by: Cr Elliott

**That Council resolve to note the update on the regional water reform within south-east Queensland.**

**CARRIED**

## 12.2 REDLAND WATER

### 12.2.1 REDLAND WATER BUSINESS UNIT REPORT - MARCH 2009

**Dataworks Filename:** WW Redland Water Committee  
WS Redland Water Committee

**Attachments:** [Business Unit Report - March 2009](#)  
[Appendix A – Wastewater treatment plants supplementary performance information](#)

**Responsible Officer Name:** Gary Soutar  
General Manager, Redland Water

**Author Name:** Gary Soutar  
General Manager, Redland Water

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#### EXECUTIVE SUMMARY

The Redland Water (RW) business unit report is presented to Council for noting. The report provides the business unit's performance for the month of March 2009 and covers financial and non-financial indicators for water and wastewater.

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 RW's performance 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

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

#### ISSUES

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

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 and wastewater services to sustain our community.

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

### **FINANCIAL IMPLICATIONS**

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

### **CONSULTATION**

Consultation has occurred with:

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

### **OPTIONS**

#### **PREFERRED**

That Council resolve to accept the Redland Water business unit report for March 2009, 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 Henry  
Seconded by: Cr Elliott

**That Council resolve to accept the Redland Water business unit report for March 2009, as presented in the attachment.**

**CARRIED**

**12.2.2 FUTURE WATER RESTRICTIONS - REDLANDS**

**Dataworks Filename:** WS Water Restrictions - General  
**Attachment:** [POL-3039 - Water Use Restrictions](#)  
**Responsible Officer Name:** Kevin McGuire  
Acting Manager Customer Service & Business Performance  
**Author Name:** Michelle Vanyai  
Senior Project Officer – Customer Service & Business Performance

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**EXECUTIVE SUMMARY**

On 25 March 2009, in response to Queensland Water Commission (QWC) advice of medium level water restrictions for Redlands, Council, amongst other things, revoked its own level 2 (L2) restrictions, effective from 30 March 2009, for non-residential and 1 July 2009 for residential. These dates coincided with the start of QWC medium level restrictions in Redlands.

Since then, combined south-east Queensland (SEQ) dam levels have risen to 59.05% (17 April 2009), bordering on the 60% trigger for introduction of permanent water conservation measures.

In anticipation of combined dam levels rising over 60% and triggering permanent water conservation measures (permanent restrictions), Council's approval is sought to revoke L2 restrictions for residential – coinciding with any introduction of QWC permanent restrictions (non residential consumers are already on QWC restrictions.)

This is on the basis that permanent restrictions are introduced before the effective date for medium level restriction commencing for residential on 1 July 2009.

Once Redlands is wholly on QWC water restrictions, Council's power to set water restrictions is no longer required and therefore POL 3039 Water Use Restrictions can be declared obsolete.

**PURPOSE**

To seek Council approval to revoke Redland City Council's (RCC's) L2 restrictions for residential consumers effective if QWC permanent water conservation measures commence on or before 1 July 2009. At the same time, Council approval is sought to make POL 3039 Water Use Restrictions policy obsolete.



## BACKGROUND

Current water restrictions in Redlands are:

<b>Category</b>	<b>Restriction</b>
Non-residential	QWC medium level
Residential	L2 RCC (QWC medium level restrictions to take effect on 1 July 2009)

Combined SEQ dam levels are fast approaching the 60% trigger level for QWC permanent water conservation measures.

To prepare for this possibility, it is recommended that Council revoke its own restrictions to coincide with the anticipated introduction of QWC permanent water conservation measures.

When Redlands is totally on QWC water restrictions, it negates the need for Council to use its power to restrict water supply through water restrictions and therefore policy POL 3039 - Water Use Restrictions can be made obsolete.

## ISSUES

The *Notice of a Commission Water Restriction* generally provides for the QWC restriction to be the only restriction in force and that any service provider's water restriction does not apply unless QWC has expressly notified that a particular service provider's water restriction continues in force.

If permanent water conservation measures are introduced before Redlands' L2 for residential is revoked on 1 July, it places Redlands in a position where it *may* be possible for elements of Council's L2 restrictions for residential to exist in some way.

Revoking L2 to coincide with the introduction of permanent water conservation measures eliminates this possibility.

Once Redlands is solely on QWC restrictions, there is no requirement for POL 3039 – Water Use Restrictions to remain in force.

## RELATIONSHIP TO CORPORATE PLAN

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

## FINANCIAL IMPLICATIONS

There are no financial implications associated with revoking L2 for residential to coincide with the anticipated introduction of QWC permanent water conservation measures.

## **PLANNING SCHEME IMPLICATIONS**

The Land Use Planning Group was not consulted in this instance as, on a previous occasion when consulted on medium level restrictions, the LUP advised there were no restrictions or associated immediate implications identified requiring amendment to the Redlands Planning Scheme or its applicable planning scheme policies.

## **CONSULTATION**

Consultation occurred with the CEO and General Manager Redland Water.

## **OPTIONS**

### **PREFERRED**

That Council resolve as follows:

1. To revoke Redland City Council's level 2 restrictions for residential effective with the introduction of Queensland Water Commission permanent water conservation measures on or before 1 July 2009;
2. If Queensland Water Commission's permanent water conservation measures are not in place on or before 1 July 2009, then Council confirms revocation of level 2 residential restrictions on 1 July to coincide with the introduction of Queensland Water Commission medium level restrictions; and
3. That Policy POL-3039 - Water Use Restrictions, together with any associated guidelines, be declared obsolete, effective with the introduction of Queensland Water Commission permanent water conservation measures on or before 1 July 2009.

### **ALTERNATIVE**

That Council choose to make no change to revoking its own level 2 residential restrictions in anticipation of permanent water conservation measures on or before 1 July 2009.

## **OFFICER'S RECOMMENDATION**

That Council resolve as follows:

1. To revoke Redland City Council's level 2 restrictions for residential effective with the introduction of Queensland Water Commission permanent water conservation measures on or before 1 July 2009;
2. If Queensland Water Commission's permanent water conservation measures are not in place on or before 1 July 2009, then Council confirms revocation of level 2 residential restrictions on 1 July to coincide with the introduction of Queensland Water Commission medium level restrictions; and
3. That Policy POL-3039 - Water Use Restrictions, together with any associated guidelines, be declared obsolete, effective with the introduction of Queensland

Water Commission permanent water conservation measures on or before 1 July 2009.

**COMMITTEE RECOMMENDATION/  
COUNCIL RESOLUTION**

Moved by: Cr Williams

Seconded by: Cr Ogilvie

**That Council choose to make no change to revoking its own level 2 residential restrictions on or before 1 July 2009, as Council has not been formally advised by Queensland Water Commission of permanent water conservation measures.**

**CARRIED**

## 12.3 CLOSED SESSION

### MOTION TO CLOSE COMMITTEE MEETING

The committee meeting was closed to the public to discuss item 12.3.1, under the *Local Government Act 1993, s.463(1)(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.*"

The committee meeting was again opened to the public.

#### 12.3.1 TRADE WASTE MANAGEMENT

**Datworks Filename:** WW Trade Waste - Correspondence  
**Responsible Officer Name:** Gary Soutar  
General Manager Redland Water  
**Author Name:** Brad Taylor  
Manager Treatment Operations

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#### EXECUTIVE SUMMARY

A number of customer complaints regarding trade waste re-categorisation of customers have provided a need for Council to consider current trade waste management. Internal and external influences driving current and future trade waste management or source control philosophies include reducing wastewater system risks, ensuring fees are levied to commercial customers on a user-pays basis, minimising water use and meeting all regulatory and legal requirements associated with trade waste.

Customer complaints have ranged from lack of information in respect to changes, to not charging all food outlets in one area at the same time. A common complaint is that there will be more fees associated with trade waste.

Redland Water (RW) has attempted to audit all higher risk customers first, followed by lower risk customers. In most cases, audits have revealed high strengths resulting in customers being re-categorised. Customers that have carried out water efficiencies have not suffered by being re-categorised. It is unknown what regime will be put in place by the distribution entity; however it is likely that it will be based on the National Source Control Guidelines which require careful risk assessment of all trade waste customers.

All customers that have been audited have received individual education of Council's trade waste policy and have not been charged for over-strength during the first 12 months.

On a flow basis, trade waste represents 2.42% of the total sewage flows, however on a strength basis, trade waste represents 30% of the total sewage strength. Current trade waste revenue is approximately 2.4% of the total sewerage revenue.

Recommended actions moving forward include:

- To provide a trade waste education forum for all trade waste customers to attend and include water efficiency information as well;
- To continue the audit process and re-categorising customers as appropriate;
- To prepare a full mass load model of trade waste and residential loads at all wastewater treatment plants (WWTPs);
- To provide consideration to providing additional resources to the trade waste activity in the 2009/10 operational budget; and
- To gain Council approval to not charge new re-categorised customers above deemed-to-comply limits up to July 2010. This would not apply to customers who were already category 2 before July 2008.

## **PURPOSE**

The purpose of this report is to:

- provide Council with a background on trade waste management and internal and external influences;
- discuss RW's recent trade waste customer management; and
- recommend an action plan moving forward to January 2010.

## **BACKGROUND**

Trade waste management or "source control" is an essential component of operating a contemporary wastewater collection, treatment and disposal system. Effective trade waste management reduces the level of risks associated with:

- severe damage and blockage of sewers, pump stations, rising mains and treatment assets;
- effluent impacting flora and fauna in receiving environments;
- poor community health caused by trade waste deposition; and
- RW operators' health in maintaining and operating the system.

Providers of sewerage infrastructure have legal responsibilities in respect to managing trade waste approvals that are set out in Part 6 of the *Water Supply (Safety and Reliability) Act 2008*. Under the *Environmental Protection (Water) Policy 1997* (EPP [Water]), local governments are required to develop and implement environmental management plans (EMPs) for trade waste. A trade waste environmental management plan (TWEMP) outlines a local government's policy with respect to the management and acceptance of trade waste to sewer. Redland City Council (RCC) has adopted the Department of Environment & Resource

Management (DERM) (formerly Department of Natural Resources & Water [NRW] and Environmental Protection Agency [EPA]) model TWEMP.

Under Council's TWEMP, all trade waste dischargers must have an agreement from RW to discharge trade waste. Trade waste dischargers are categorised as either category type 1 or 2 dischargers on the basis of risk to the sewer system and environment.

Category 1 dischargers include low strength dischargers that have similar characteristics to domestic sewage. Costs for category 1 dischargers are similar to domestic charges. Fees are levied on the basis of the trade waste volume discharged to the sewer plus an annual administration fee. Examples of category 1 dischargers include hairdressers, automotive workshops and coffee shops where there are no commercial kitchens.

Category 2 dischargers include businesses that discharge trade waste that is of higher strength than domestic sewage. Fees are levied on the basis of the trade waste volume discharged to the sewer and a charge per kilogram of pollutants plus an annual administration fee. Examples of category 2 dischargers include restaurants, food manufacturers and hotels. In some higher strength cases, it has been necessary for category 2 dischargers to undertake additional pre-treatment (other than grease traps) of their trade waste before it is discharged to the sewer to avoid repeated sewer blockages and problems at the wastewater treatment plant. Category 2 generators are set frequencies for grease trap cleaning in proportion to their strength test results.

All customers are provided with a pedestal flow discount of 75 Kl/annum which is an approximated water offset deducted from the water meter reading to provide the chargeable trade waste volume. Customers also have the option of installing a water sub-meter on their trade waste activity area and the reading from this meter is used to bill trade waste.

Council has previously agreed the following TWEMP key objectives:

- safeguard public health and the environment;
- prevent harm or injury to sewerage employees;
- exclude harmful substances that could compromise the integrity of the sewerage system;
- equitably recover the cost of trade waste services to commerce and industry;
- provide operational data on the volume and composition of industrial and commercial effluent;
- encourage waste minimisation and cleaner production;
- promote water conservation;
- assist RW meet its statutory obligations;

- conform with the *National Water Quality Guidelines for Sewerage Systems, Acceptance of Trade Waste*.

#### CURRENT TRADE WASTE MANAGEMENT

There are a number of objectives of the TWEMP which have influenced RW in its current management of trade waste. Firstly, there is a need to ensure all trade waste customers are categorised correctly to manage the risk of trade waste discharges to Council's sewer and nutrient removal treatment plants. In this regard, priority has been provided to expected higher risk customers and audit samples have been undertaken. In most cases, the audited customers have returned high strength results. This is carried out over a manageable timeframe to ensure there is adequate education of each customer in regard to appropriately discharging trade waste.

Secondly, across south-east Queensland (SEQ), there is a government mandate to manage water efficiently. This includes the effective management of trade waste which in turn reduces water demands. It has also been important to ensure that there is a fair distribution of sewerage costs between commercial and residential customers and adequate cost recovery to cover full costs of operations and renewals.

Thirdly, trade waste dischargers may suffer sudden cost increases following water reform introduction if management of trade waste is not carried out at this stage with a focus on improving their discharge quantity and quality.

#### CUSTOMER COMMUNICATION

In each case the Trade Waste Officer has made representations to the business owner to provide an understanding of the TWEMP requirements under category 2, how the sewerage system works and also provide some helpful advice in regard to minimising their water usage and trade waste impacts. Education material (pamphlets) is also provided to the customer to assist with understanding the change and follow-up meetings are carried out to further discuss best practice techniques for the type of business they operate. In the case of shopping centres, an attempt is made to ease the burden on centre management by individualising each tenant's trade waste bill where tenants have water sub-meters.

In all cases the re-categorised customers have not been charged with over-limit strength charges as they have been deemed to comply for 12 months which will give them time to make improvements to their management of trade waste and apply cleaner production philosophies. Category 2 dischargers are requested to collect quarterly samples to assist with billing and also illustrate any changes to trade waste characteristics and provide mass load data. The quarterly sampling may be ceased when it is considered that the discharger is operating consistently with best practice.

Most high risk trade waste dischargers have also been contacted in regard to producing a water efficiency management plan (WEMP). Some businesses have adopted water efficiency opportunities and consequently consumed less water and therefore reduced their trade waste bill while others have ignored the water efficiency advice.

It has been impractical to change over all high risk commercial trade waste customers in the same period. RW has adopted a phased rollout to ensure there is adequate investment in awareness and education of commercial trade waste customers with respect to how to minimise the economic and environmental impacts of trade waste. RW is moving quickly to ensure a fair playing field is maintained. Similar businesses, such as hotels and shopping centres, have been audited simultaneously to reduce the risk of an unfair playing field developing.

## **ISSUES**

### RE-CATEGORISED CUSTOMER ISSUES

#### SHOPPING CENTRES

All major shopping centres have been audited and quality results obtained from their trade waste discharge. Following a complaint from a shopping centre manager to the Mayor, a detailed assessment was carried out of the trade waste cost drivers for the shopping centre. It is apparent that this shopping centre has a high water usage compared with other large shopping centres and is trending, over time, to progressively increase its water usage.

It is also understood that the shopping centre does not have sub-meters on each tenant and there was a problem in regard to the manager's understanding of how to distribute the trade waste bill equitably to each tenant. It can be concluded that there is significant room for improvement in water efficiency and cleaner production this shopping centre

#### HOTELS

Complaints have been received from 2 hotels in regard to having to pay trade waste bills. There has been a significant amount of time spent with each publican in regard to managing trade waste and increasing water efficiency.

Each of these hotels has not made any changes to their water practices since the re-categorisation and consequently received bills that are reflective of their water use.

Two other hotels did not receive a trade waste bill as they have made sufficient improvements to their water use and have benefited from their pedestal allowance completely offsetting their trade waste volume. One hotel has installed two 20,000 litre rainwater tanks and connected these to their urinals and toilets. The publicans at the 2 hotels are now considering implementing similar water-saving schemes as they could also completely offset their trade waste volumes with the generous pedestal allowance.

### OPTION CONSIDERATIONS

In July 2010, all activities associated with water and sewerage services will leave Council and come under the management of either the distribution or retail entities. It is unknown at this early stage how trade waste will be managed, however it is likely that it will be a sub-unit of the distribution entity. It is also likely that the distribution entity will set the sewerage service charges with oversight from the Queensland



Competition Authority (QCA) with the retail entities being responsible for billing the customers and adding an accepted margin. It is likely that an SEQ trade waste policy will be adopted early and time given where necessary for customers to make any changes to gain the maximum benefit from the proposed policy.

Considering the emerging issues and requirements of Council's TWEMP policy, it is reasonable for the following actions to occur:

- To continue the audit process and re-categorising customers as appropriate – this will ensure customers are charged appropriately, water conservation occurs, mass loads are accurately known and pre-treatment practices are reviewed and modified where required;
- To prepare a full mass load model of trade waste and residential loads at all WWTPs – full mass load model will enable accurate and equitable development of fees and charges for 2009/10 in accordance with the TWEMP policy;
- To provide consideration to providing additional resources to the trade waste activity in the 2009/10 operational budget – existing trade waste officer is fully extended in carrying out audits, billing, approvals and customer education. More resources will enable a high level of service in regard to customer education and follow-up;
- To provide consideration to not charging new re-categorised customers above deemed-to-comply limits up to July 2010. This would not apply to customers who were already Category 2 before July 2008.
- To provide consideration to a permanent, deemed-to-comply condition for small businesses (restaurants) that have carried out best practice to reduce their trade waste - modify the existing TWEMP and gain acceptance from council.

An alternative to the above preferred option would be:

That Council resolve as follows:

1. To cease the audit process and stop re-categorising customers;
2. To not investigate equitable trade waste fees;
3. To provide consideration to providing additional resources to the trade waste activity in the 2009/10 operational budget;
4. To provide consideration to a permanent, deemed-to-comply condition for small businesses (restaurants) that have carried out best practice to reduce their trade waste.

## RELATIONSHIP TO CORPORATE PLAN

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

## FINANCIAL IMPLICATIONS

### CURRENT SEWERAGE SERVICE REVENUE AND COST IMPACTS

The direct and indirect costs associated with treatment and pumping sewage in 2007/08 was \$22,403,238. Total sewerage revenue in 2007/08 was \$36,094,535 while trade waste represented 2.42% or \$873,272 of the total revenue.

Total average dry weather flow for the recent quarter represented 2,281 ML. Billable trade waste flows represented 2.66 % or 60.6ML of the total flows which coincides well with the trade waste revenue percentage of 2.42%.

However, when strength parameters of total suspended solids (TSS), chemical oxygen demand (COD), total nitrogen (TN), total phosphorus (TP) and total oils and grease (TOG) are considered as a mass, then they represent approximately 30% of the residential load.

It can be concluded that on the basis of flow and revenue received for residential sewage and trade waste, there is a reasonable correlation. However, when mass loads are considered it can be concluded that residential revenue may be subsidising the treatment of trade waste mass loads.

Re-categorisation of trade waste customers from category 1 to category 2 is likely to increase trade waste revenue in the short term however; education and customer interventions will reduce the initial increases and also reduce potable water income in the future. RW's operating costs are expected to decrease in areas such as sewer maintenance, chemicals and electricity. Odour problems and sewer corrosion are also expected to decrease.

## CONSULTATION

Consultation has been carried out with:

- publicans;
- RW Trade Waste Officer;
- Logan Trade Waste Officer;
- Gold Coast Trade Waste Officer;
- Brisbane Trade Waste Officer;
- Moreton Trade Waste Officer; and
- General Manager Redland Water.

**OPTIONS****PREFERRED**

That Council resolve as follows:

1. To continue the audit process and re-categorising customers as appropriate;
2. To prepare a full mass load model of trade waste and residential loads at all wastewater treatment plants;
3. To provide consideration to providing additional resources to the trade waste activity in the 2009/10 operational budget;
4. To not charge new re-categorised customers above deemed-to-comply limits up to July 2010. This would not apply to customers who were already category 2 before July 2008; and
5. To provide consideration to a permanent, deemed-to-comply condition for small businesses (restaurants) that have carried out best practice to reduce their trade waste.

**ALTERNATIVE**

That Council resolve as follows:

1. To cease the audit process and stop re-categorising customers;
2. To not investigate equitable trade waste fees;
3. To provide consideration to providing additional resources to the trade waste activity in the 09/10 operational budget;
4. To provide consideration to a permanent, deemed-to-comply condition for small businesses (restaurants) that have carried out best practice to reduce their trade waste.

**OFFICER'S RECOMMENDATION**

That Council resolve as follows:

1. To continue the audit process and re-categorising customers as appropriate;
  2. To prepare a full mass load model of trade waste and residential loads at all wastewater treatment plants;
  3. To provide consideration to providing additional resources to the trade waste activity in the 2009/10 operational budget;
  4. To not charge new re-categorised customers above deemed-to-comply limits up to July 2010. This would not apply to customers who were already Category 2 before July 2008; and
-

5. To provide consideration to a permanent, deemed-to-comply condition for small businesses (restaurants) that have carried out best practice to reduce their trade waste.

**COMMITTEE RECOMMENDATION/  
COUNCIL RESOLUTION**

Moved by: Cr Henry  
Seconded by: Cr Elliott

**That Council resolve as follows:**

1. To continue the audit process and re-categorising customers as appropriate;
2. To prepare a full mass load model of trade waste and residential loads at all wastewater treatment plants;
3. To provide consideration to providing additional resources to the trade waste activity in the 2009/10 operational budget;
4. To not charge new re-categorised customers above deemed-to-comply limits up to July 2010. This would not apply to customers who were already Category 2 before July 2008; and
5. To provide consideration to a permanent, deemed-to-comply condition for small businesses (restaurants) that have carried out best practice to reduce their trade waste; and
6. To investigate the opportunity to conduct public forums, inviting trade waste customers.

**CARRIED**

**12.4 COMMITTEE GENERAL BUSINESS**

Cr Townsend requested that a report on the progress of the Biolitics project be provided. Council noted this request.

### 13 PLANNING & POLICY COMMITTEE 22/04/09 - RECEIPT AND ADOPTION OF REPORT

Moved by: Cr Ogilvie  
Seconded by: Cr Boglary

That the Planning & Policy Committee Report of 22 April 2009 be received.

CARRIED

#### 13.1 OFFICE OF CEO

##### 13.1.1 COUNCILLORS CBF DIVISIONS 9, 6 & 4 - CAPALABA STATE COLLEGE

**Datworks Filename:** G&S Councillors' Community Benefit Fund  
**Responsible Officer Name:** Gary Stevenson  
Chief Executive Officer  
**Author Name:** Tina Robinson  
Executive Support Officer

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#### EXECUTIVE SUMMARY

Council annually allocates in its budget an amount for discretionary spending by Divisional Councillors. This is known as the Councillors' Community Benefit Fund (CCBF).

All requests for projects requesting funding for individual projects with a greater expenditure than \$5,000.00 requires approval from Council.

This request is for a total amount of \$9,261.00 (GST Exclusive) to be allocated towards the heating of the Capalaba State College Pool. The Councillors listed below would like to allocate the following amounts from their portions of the CCBF as follows:

- Division 9 Councillor (Cr Williams) \$5,261.00 (GST Exclusive);
- Division 6 Councillor (Cr Bowler) \$1,000.00 (GST Exclusive);
- Division 4 Councillor (former Cr Dowling) \$3,000.00 (GST Exclusive).

#### PURPOSE

The purpose of this report is to seek approval from Council for an allocation from the following portions of the Councillors' Community Benefit Fund to assist with the funding shortfall of \$9,261.00 (GST Exclusive) for the heating of the Capalaba State College Pool.

- Division 9 \$5,261.00 (GST Exclusive);
  - Division 6 \$1,000.00 (GST Exclusive);
-

- Division 4 \$3,000.00 (GST Exclusive).

## **BACKGROUND**

The Divisional Councillors for Divisions 9, 6 and 4 each received a letter in September 2007 from the Capalaba State College requesting funding support towards heating the Capalaba State College Pool which had initially been quoted at \$40,250.00 (GST Exclusive).

At the same time the Capalaba State College Parents and Citizens Association had also submitted a funding application to the Department of Sport and Recreation (Minor Facilities Program) for this project with applications closing 27 June, 2008.

The Office of the CEO consulted with the Councillors for Division 9, 6 and 4 on this project. It was decided that the CCBF Application would be put on hold until the Capalaba State College Parents and Citizens funding application to the State Government for the heating of the Capalaba State College pool had been considered. Early January, 2009 the Division 9 Councillor confirmed that the Schools funding request submitted to the Department of Sport and Recreation had been refused.

During January, 2009 the Division 9 Councillor consulted further with representatives from the Capalaba State College regarding the initial project costs which resulted in a new quotation being submitted for \$24,261.00 (GST Exclusive).

The Capalaba State College also advised that additional funding was secured from the following sources:

- Capalaba State College Amateur Swimming Club \$10,000.00 (GST Exclusive)
- Capalaba State College P&C \$5,000.00 (GST Exclusive)

The Divisional Councillors, including the former Division 4 Councillor, Cr Dowling, considered the request received from the Capalaba State College to heat the school pool and advised the Office of the CEO of their support to assist with the funding shortfall of \$9,261.00 (GST Exclusive).

## **ISSUES**

The Councillors for Divisions, 9, 6 including the former Division 4 Councillor have sufficient funds within the relevant portions of the Councillors' Community Benefit Fund to support the request received from the Capalaba State College.

## **RELATIONSHIP TO CORPORATE PLAN**

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

## **FINANCIAL IMPLICATIONS**

As per the Councillors' Community Benefit Fund Guidelines (GL-2034), the required number of quotations have been received.

## **CONSULTATION**

Initial consultation to heat the College pool was between the Division 9 Councillor and representatives from the Capalaba State College and the Capalaba State College Amateur Swimming Club.

The Office of the CEO also consulted with the Councillors for Divisions 9, 6 and 4 regarding the funding application which was submitted to the Department of Sport and Recreation – Minor Facilities Grants.

## **OPTIONS**

### **PREFERRED**

That Council approve the total allocation of \$9,261.00 (GST Exclusive) consisting of \$5,261.00 from Division 9, \$3,000.00 from Division 4 and \$1,000.00 from Division 6 portions of the Councillors' Community Benefit Fund to assist with the shortfall required to heat the Capalaba State College Swimming Pool.

### **ALTERNATIVE**

That Council not approve the total allocation of \$9,261.00 (GST Exclusive) from the Divisions 9, 6 and 4 portions of the Councillors' Community Benefit Fund.

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

Moved by: Cr Williams  
Seconded by: Cr Murray

**That Council resolve to approve the total allocation of \$9,261.00 (GST Exclusive) consisting of \$5,261.00 from Division 9, \$3,000.00 from Division 4 and \$1,000.00 from Division 6 portions of the Councillors' Community Benefit Fund to assist with the shortfall required to heat the Capalaba State College Pool.**

## **CARRIED**



## **13.2 CUSTOMER SERVICES**

### **13.2.1 COUNCILLORS CBF DIVISION 3 - PROVISION OF PARK INFRASTRUCTURE**

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

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#### **EXECUTIVE SUMMARY**

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

This request is for an amount of \$30,408.36 (GST exclusive) to be allocated for the installation of a basketball half court at Primrose Drive Wetlands (Baythorn Drive) Thornlands and a play unit at Tindappah Drive Foreshore, Thornlands.

#### **PURPOSE**

The purpose of this report is to seek approval from Council for an allocation from the Division 3 portion of the CCBF of \$30,408.36 (GST exclusive) for the installation of a basketball half court at Primrose Drive Wetlands (Baythorn Drive) Thornlands and a play unit at Tindappah Drive Foreshore, Thornlands.

#### **BACKGROUND**

Requests have been received for more park infrastructure in the east Thornlands area to meet the expanding growth in this area. Consequently the Division 3 Councillor has directed that facilities be added to the area.

In consultation with the landscape Architect for Open Space Planning, it was recommended that a basketball half court could be installed on the Baythorn Drive side of Primrose Drive Wetlands and a play unit could be added to the Tindappah Drive Foreshore. The Senior Advisor Urban Landscape was directed to seek quotations for these two items.

Quotations were sought from suppliers from the Council's Preferred Suppliers List and submitted to the Division 3 Councillor for consideration and approval.

#### **ISSUES**

No issues have been identified.

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## **RELATIONSHIP TO CORPORATE PLAN**

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

## **FINANCIAL IMPLICATIONS**

The Division 3 Councillor supports this project and has sufficient funds to allocate an amount of \$30,408.36 (GST exclusive) from the Division 3 portion of the CCBF.

## **PLANNING SCHEME IMPLICATIONS**

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

## **CONSULTATION**

The Division 3 Councillor and the Landscape Architect Open Space Planning have been consulting about this project and requested the Senior Advisor Urban Landscape to assist with the sourcing of costs for this project to be undertaken.

## **OPTIONS**

### **PREFERRED**

That Council resolve to approve an allocation of \$30,408.36 (GST exclusive) from the Division 3 portion of the Councillors' Community Benefit Fund for the installation of a basketball half court at Primrose Drive Wetlands (Baythorn Drive) Thornlands and a play unit at Tindappah Drive Foreshore, Thornlands.

### **ALTERNATIVE**

That Council not approve the allocation of \$30,408.36 (GST exclusive) for this project.

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

Moved by: Cr Henry  
Seconded by: Cr Townsend

**That Council resolve to approve an allocation of \$30,408.36 (GST exclusive) from the Division 3 portion of the Councillors' Community Benefit Fund for the installation of a basketball half court at Primrose Drive Wetlands (Baythorn Drive), Thornlands and a play unit at Tindappah Drive Foreshore, Thornlands.**

## **CARRIED**

Cr Ogilvie left the meeting at 5.17pm.

### **13.2.2 COUNCILLORS CBF DIVISION 9 - PROVISION OF PARK INFRASTRUCTURE**

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

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#### **EXECUTIVE SUMMARY**

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

This request is for an amount of \$11,338.00 (GST exclusive) to be allocated for the installation of a park shelter over a new barbeque and the installation of play equipment at John Fredericks Park, Capalaba.

#### **PURPOSE**

The purpose of this report is to seek approval from Council for an allocation from the Division 9 portion of the CCBF of \$11,338.00 (GST exclusive) for the installation of a park shelter over a new barbeque and the installation of play at John Fredericks Park, Capalaba.

#### **BACKGROUND**

The Councillor for Division 9 has requested an upgrade of John Fredericks Park in preparation for some Q150 celebrations.

An on site meeting was undertaken by the Senior Advisor Urban Landscape with the assistance of the Irrigation Technical Advisor to determine the extent of works.

The net result of all this is the installation of a new barbeque, a shelter over the BBQ and play equipment all within close proximity to existing shelters.

The Senior Advisor Urban Landscape with the assistance of the Irrigation Technical Advisor proceeded then to secure quotations from suppliers to undertake the works required for this project. The estimate of project cost was then forwarded to the Divisional Councillor for consideration.

The estimate of project cost is shown in the table below.

<b>ITEM – Supply &amp; Install</b>		<b>COST (\$'s) ex GST</b>
Install small Shelter over BBQ	Quote supplied	3,967.00
New Double Swing & Slide - Supply & Install with sand soft fall	Quote supplied	6,371.00
Associated fees - BA		1,000.00
	<b>TOTAL:</b>	<b>11,338.00</b>

It is proposed that Parks and Conservation Unit will manage the project once it is approved to proceed.

## **ISSUES**

No issues have been identified.

## **RELATIONSHIP TO CORPORATE PLAN**

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

## **FINANCIAL IMPLICATIONS**

The Division 9 Councillor supports this project and has sufficient funds to allocate an amount of \$11,338.00 (GST exclusive) from the Division 9 portion of the CCBF.

## **PLANNING SCHEME IMPLICATIONS**

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

## **CONSULTATION**

The Senior Advisor has maintained consultation with the Division 9 Councillor. The Services Manager Parks & Conservation has agreed to support this project.

The Landscape Architect Open Space Planning has been advised of this project.

## **OPTIONS**

### **PREFERRED**

That Council resolve to approve an allocation of \$11,338.00 (GST exclusive) from the Division 9 portion of the Councillors' Community Benefit Fund for the installation of a

park shelter over a new barbeque and the installation of play equipment at John Fredericks Park, Capalaba.

**ALTERNATIVE**

That Council not approve the allocation of \$11,338.00 (GST exclusive) for this project.

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

Moved by: Cr Williams  
Seconded by: Cr Boglary

**That Council resolve to approve an allocation of \$11,338.00 (GST exclusive) from the Division 9 portion of the Councillors' Community Benefit Fund for the installation of a park shelter over a new barbeque and the installation of play equipment at John Fredericks Park, Capalaba.**

**CARRIED**

### 13.3 PLANNING AND POLICY

#### 13.3.1 ROAD WORKS - SUSTAINABLE RESOURCE AND WASTE FACILITY, DAYS ROAD, REDLAND BAY

**Datworks Filename:** RTT Roads  
**Responsible Officer Name:** David Elliott  
Manager Infrastructure Planning  
**Author Name:** David Elliott  
Manager Infrastructure Planning

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#### EXECUTIVE SUMMARY

Council has received a request from the developer of the Redlands Business Park, the Fox & Bell Group, for a contribution towards the construction of the German Church/Days roundabout which will also provide a high standard access to the new Sustainable Resource and Waste Facility [SRWF] proposed in Days Road. The report recommends a contribution be made towards the intersection upgrade.

In addition, while the developer is constructing the road widening in German Church Road between Days Road and Cleveland-Redland Bay Road it is considered prudent to have the Fox & Bell Group construct, at Council's cost, an additional trafficable lane which is required to service the SRWF.

The report recommends that the Fox & Bell Group be engaged under Section 486 of the *Local Government Act 1993* to undertake the works without the need to call tenders.

#### PURPOSE

The purpose of the report is to recommend that:

- Council contribute towards the upgrade of the German Church/Days roundabout; and
- That Council engage the Fox & Bell Group to undertake road widening works in German Church Road between Cleveland-Redland Bay Road and Days Road to benefit the SRWF.

#### BACKGROUND

Conditions of development approval required the Redlands Business Park (currently under construction on the north-west corner of German Church and Cleveland-Redland Bay Roads) to undertake the following works:

- Install traffic signals at the Cleveland Redland Bay/German Church intersection
  - Upgrade the section of German Church Road to 3 lanes between Cleveland Redland Bay Road and the entrance to the estate opposite Days Road; and
-

- Install a roundabout at Days/German Church Roads intersection.

Construction of the Days Road roundabout and lead-in road works are currently in progress.

Subsequent to the issue of the Business Park decision notice, Council resolved to develop a SRWF on land off Days Road.

To facilitate safe and adequate access to the SWRF it will be necessary to construct an additional traffic lane 210m in length on the southern side of German Church Road between Days Road and Cleveland-Redland Bay Road.

Council has also received a request from the developer of the Business Park for Council to make a contribution towards the Days Road/German Church roundabout, given that it will also be necessary to service the proposed SWRF.

## **ISSUES**

### Contribution to German Church/Days Roundabout

The German Church/Days Road intersection is identified in the Transport Planning Scheme Policy – Infrastructure Charges Schedule for future upgrade. Given that Council has now approved the development of the SRWF in Days Road, and that the intersection would have required an upgrade in any event to cater for the significant traffic volumes including heavy vehicles, it is considered reasonable that a contribution be made towards the roundabout construction.

It is proposed that the contribution be 50% of the amount included in the 2006 Transport Planning Scheme Policy – Infrastructure Charges Schedule escalated to 2009 dollars.

The estimated total cost in 2006 of the intersection upgrade was \$710,000.00. In 2009 applying a construction price index increase of 1.2065 this would escalate to \$856,616.00.

The recommended contribution to the Days Road roundabout construction is therefore \$428,308.00.

### Construction of Additional Trafficable Lane in German Church Road

The Fox and Bell Group has provided Council with a cost estimate based on current contract rates, to construct the additional trafficable lane in conjunction with the works associated with the Redlands Business Park.

The lump sum quotation provided including contingencies is \$405,063.00, which is considered to be reasonable and lower than the estimated cost if Council were to undertake the works at a later date under separate contract. Council would only pay the actual cost of the works capped at \$405,063.00.

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Section 486 of the *Local Government Act 1993* gives Council the authority to engage a contractor to undertake contractual works on its behalf without the need to call tenders if it is satisfied that there is only one supplier reasonably available.

Given the desirability of constructing the additional trafficable lane in conjunction with planned developer upgrade works in the same section of German Church Road, to minimise costs, it is considered that the Fox & Bell Group would be the only supplier reasonably available in the circumstances to undertake the additional road widening 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**

It is proposed that the cost of the works in German Church Road and the contribution towards the German Church/Days roundabout be borne by the SRWF [Job No. 65014]. The additional funds have been incorporated into the 09/10 capital budget for the SRWF.

### **PLANNING SCHEME IMPLICATIONS**

The proposal has no Redlands Planning Scheme implications.

### **CONSULTATION**

The following were consulted:

1. General Manager Planning & Policy;
2. Manager Legal Services;
3. Senior Manager Development Coordination, Assessment Services.

### **OPTIONS**

#### **PREFERRED**

That Council resolve as follows to:

1. That Council contribute the amount of \$428,308 to the Fox & Bell Group towards the construction of the German Church/Days roundabout;
2. That, in accordance with s.486 of the *Local Government Act 1993*, Council engage the Fox & Bell Group to undertake the construction of an additional trafficable lane on German Church Road between Cleveland-Redland Bay Road and Days Road;



3. That Council's funding commitment to the additional trafficable lane in German Church Road be limited to a maximum of \$405,063.00 and the actual amount will be assessed after the submission and assessment by Council of any provisional items; and
4. That the Chief Executive Officer be authorised to make, vary or discharge the contract and to sign all relevant documentation.

**ALTERNATIVE**

No alternative suggested.

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

Moved by: Cr Bowler  
Seconded by: Cr Townsend

**That Council resolve as follows:**

1. That Council contribute the amount of \$428,308.00 to the Fox & Bell Group towards the construction of the German Church Road/Days Road roundabout;
2. That, in accordance with s.486 of the Local Government Act 1993, Council engage the Fox & Bell Group to undertake the construction of an additional trafficable lane on German Church Road between Cleveland-Redland Bay Road and Days Road;
3. That Council's funding commitment to the additional trafficable lane in German Church Road be limited to a maximum of \$405,063.00 and the actual amount will be assessed after the submission and assessment by Council of any provisional items; and
4. That the Chief Executive Officer be authorised to make, vary or discharge the contract and to sign all relevant documentation.

**CARRIED**

### 13.3.2 INFRASTRUCTURE CHARGES - LAND FOR COMMUNITY FACILITIES, MAINLAND PLANNING SCHEME POLICY

**Dataworks Filename:** Community Facilities Infrastructure Charging  
**Attachments:** [Proposed Planning Scheme Policy – Chapter 5A](#)  
**Responsible Officer Name:** Roberta Bonnin  
Manager Community and Social Planning  
**Author Name:** Lacey Brown  
Strategic Advisor Social Planning

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#### EXECUTIVE SUMMARY

It is proposed that Council make *Framework for Infrastructure Contributions (Land for Community Facilities - Mainland)* planning scheme policy under the provisions of Schedule 3 of the *Integrated Planning Act 1997*. This policy includes a community facility infrastructure charge for the Redland City mainland.

Prior to this planning scheme policy being adopted, the relevant actions for notification and consultation need to be undertaken in accordance with Schedule 3 of the *Integrated Planning Act 1997*.

#### PURPOSE

To resolve to make the *Framework for Infrastructure Contributions (Land for Community Facilities - Mainland)* Planning Scheme Policy in accordance with Schedule 3 of the *Integrated Planning Act 1997*.

#### BACKGROUND

The intent of this policy is to enable Council to fund the acquisition of land for community facilities to meet the needs of the community in the future.

The intent of infrastructure charges is for new developments to pay their portion of the infrastructure costs associated with proposed development. Under IPA legislation, all Councils in Queensland are required to undertake appropriate infrastructure planning studies and implement a Priority Infrastructure Plan (PIP) which details infrastructure improvements for a 15 year planning horizon. Redland City Council has adopted a planning horizon of 2006-2021.

#### ISSUES

A strong community is a connected community with access to a full range of options required for a rich community life and an active attachment to place [Draft Strong Community Framework (2008) and draft Social Infrastructure Plan (2009)]. Community facilities have an important role in strong communities and land is needed to accommodate a diverse range of community facilities. Residential, commercial and industrial sectors all have an impact on community facility usage.

The draft Priority Infrastructure Plan is currently being revised in line with the Standard Infrastructure Charges Schedule (Department of Infrastructure and Planning, November 2008) for further State Interest Review. As an interim measure planning scheme policies are in place for transport, cycling, open space, water supply and sewerage, amongst others, and until such time as the PIP is adopted, a planning scheme policy is required for land for community facilities. The Department of Infrastructure and Planning has stated that planning scheme policies for infrastructure contributions must be in place by 30 June 2009.

### **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**

This is a new charge that Council has previously not been able to include in the headworks charges for new developments. Council will be required to contribute a portion of the land costs as it is not proposed to charge existing lots.

Council's 10 Year Capital Works Program provides a schedule of community facility infrastructure projects. The schedule consists of infrastructure contributions and Council expenditure for purchase of land; and Council expenditure and external grants for the construction of facilities on the purchased land.

The projects have been identified through the Priority Infrastructure Plan supporting documentation, as per the attached policy, and have been verified through the draft Social Infrastructure Plan.

The proposed contribution charge per equivalent unit is \$609. The land price index applied to this charge is being reviewed by valuers. At adoption of the planning scheme policy, the contribution amount will be included in Council's Fees and Charges Schedule to be increased by a land price index each year.

### **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 some future amendments to the Redlands Planning Scheme, such as the provision of community purpose zoned land that is negotiated during planning processes for structure plans and master plans. This is consistent with the approach taken for the PIP.

### **CONSULTATION**

Due to the advice received on the planning scheme policy deadline, in preparing this report, consultation was limited and was undertaken with:

1. Infrastructure Charges Schedule Coordinator – Michael Kriedemann;
2. Service Manager Development Coordination – Bruce Appleton;
3. Land valuers on the land price index.

During the consultation phase, further detailed consultation will occur with:

1. Manager Land Use Planning – Wayne Dawson;
2. Manager Assessment Services – Tim Donovan.

One issue raised through the consultation was that negotiating the land for community facilities contribution in infrastructure agreements for integrated employment centres and as a condition of commercial or industrial reconfiguration approvals, may place additional resource requirements on Assessment Services to negotiate charges.

## **OPTIONS**

### **PREFERRED**

1. That Council resolve to make the Planning Scheme Policy - *Framework for Infrastructure Contributions (Land for Community Facilities – Mainland)* as attached; and
2. That the relevant actions for notification and consultation be undertaken in accordance with Schedule 3 of the *Integrated Planning Act 1997*.

### **ALTERNATIVE**

That Council wait for the implementation of the Priority Infrastructure Plan to commence charging for land for community facilities.

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

Moved by: Cr Bowler  
Seconded by: Cr Henry

**That Council resolve as follows:**

1. **That Council resolve to make the Planning Scheme Policy - Framework for Infrastructure Contributions (Land for Community Facilities - Mainland), as attached; and**
2. **That the relevant actions for notification and consultation be undertaken in accordance with Schedule 3 of the *Integrated Planning Act 1997*.**

Cr Ogilvie returned to the meeting at 5.19pm.

The motion was put to the vote and **CARRIED** (unanimously)

### 13.3.3 LOCAL LAW AND SUBORDINATE LAW NO 4 (LIBRARIES)

**Dataworks Filename:** Local Law and Subordinate Law No 4 (Libraries)

**Attachments:** [Local Law \(Repealing Redundant Provisions\)Local Law \(No 1\) 2009](#)  
[Local Law Policy No 4 Libraries](#)  
[Subordinate Local Law No 4 Libraries](#)

**Responsible Officer Name:** Roberta Bonnin  
Manager Community & Social Planning

**Author Name:** Judy Spokes  
Senior Advisor Cultural Services

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#### EXECUTIVE SUMMARY

The Local Law and Subordinate Local Law No 4 (Libraries) have been reviewed. The need for a Local Law to regulate well established operational arrangements in public libraries in the Redlands has not been established. Matters of public safety are considered to be effectively regulated by sound management practices of staff and by State law. Council's fees and charges arrangements can provide for the issuing of library fines. It is therefore proposed that Local Law No 4 be repealed.

#### PURPOSE

The purpose of this report is to propose that Council resolve to repeal Local Law No 4 (Libraries).

#### BACKGROUND

##### Local Law Redundancy Review

The *Local Government Act 1993* (the Act) requires that all Queensland local governments review their local laws between 1 January 2008 and 31 December 2010 and confirm that they are still relevant. Those local laws not reviewed and confirmed within this period will automatically expire on the 31 December 2010. The Act requires local governments to:

- (i) Review local laws and subordinate local laws for redundant provisions.
- (ii) Review all anti-competitive provisions of the local laws and subordinate local laws.

The relevance of *Local Law and Subordinate Local Law No 4 (Libraries)* was questioned during development of Council's 10 year library strategy (adopted in June 2007). The view of the Library Services Manager and senior staff in Community and Social Planning Group was that sound management practices were adequate to ensure effective library operations, and that State law provided effective protections for public safety. Also, Council's fees and charges arrangements can provide for the issuing of library fines. As these are the main purposes of *Local Law No 4*, staff formed the view that the Local Law was redundant.

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## ISSUES

According to the Queensland Local Government Association (QLGA), the State Government's review of Model Local Laws is not likely to result in the development of a new Model Local Law governing public libraries. This is because there is a widely held view, affirmed by the Queensland Public Libraries Association, that the current Model Local Law for libraries is redundant.

There are two provisions of *Local Law No 4* that will require the CEO to authorise minor amendments to Council's Library Guideline and Fees and Charges arrangements if *Local Law 4* is repealed. These are:

1. Clause 12(4)(a) which provides for "the library staff to reject an application for membership if ... (a) the applicant is not, in the authority's opinion, acceptable as a borrower or user of library resources because of unsatisfactory past conduct" and
2. Clause 14 (2) (d) which provides for a library policy to ... (d) "prescribe charges or fines to be paid on failure to return a borrowed item within the prescribed period and provide for the remission of the charge in appropriate cases.

### Subordinate Local Law

The Local Law was made on 28 June 1995 and the Subordinate Local Law on 18 September 1995.

There is no need to make a local law which repeals *Subordinate Local Law No 4 (Libraries)* as the repeal of *Local Law No 4 (Libraries)* means that the subordinate local law ceases to have effect.

## RELATIONSHIP TO CORPORATE PLAN

The recommendation supports Council's community health and wellbeing strategic priorities.

## FINANCIAL IMPLICATIONS

Costs are estimated at approximately \$500 which will be funded from the Community and Social Planning Group budget.

## PLANNING SCHEME IMPLICATIONS

There are no implications as a result of this report's recommendations on the Redlands Planning Scheme.

## CONSULTATION

The recommendations in this report are supported by consultation with the Service Manager, Cultural Development, whose responsibilities include management of

Council's Library Service. The QLGA Policy Advisor, Finance and Governance, was consulted during the preparation of this report and endorses its intent.

The Senior Advisor, Environmental Health has provided guidance on the local law review. The Council's Legal Officer has sought advice from King and Co., Solicitors, in the drafting of the recommendations in this report.

## **OPTIONS**

### **PREFERRED**

That Council resolve as follows:

1. That Council has reviewed, under section 899C(1) of the *Local Government Act 1993*, each provision contained in the local law identified in section 3 of Redland City Council Local Law (Repealing Redundant Provisions) Local Law (No 1) 2009 and each provision contained in the local law identified in section 3 of Redland City Council Local Law (Repealing Redundant Provisions) Local Law (No 1) 2009 has been identified as a redundant provision; and
2. That pursuant to section 899D (2) of the *Local Government Act 1993*, to make Redland City Council Local Law (Repealing Redundant Provisions) Local Law (No 1) 2009 which repeals Local Law No 4 (Libraries).

### **ALTERNATIVE**

That Council not progress the review of *Local Law No 4 (Libraries)* and *Policy No 4 Libraries* at this time. This recognises that Council must review and confirm all of Council's local laws before 31 December 2010; otherwise those laws not reviewed in accordance with the Act, by this time, will automatically expire. If the local law and subordinate local law are allowed to expire, this will have the same effect as if the laws were repealed.

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

Moved by: Cr Ogilvie  
Seconded by: Cr Williams

That Council resolve as follows:

1. That Council has reviewed, under section 899C(1) of the *Local Government Act 1993*, each provision contained in the local law identified in section 3 of *Redland City Council Local Law (Repealing Redundant Provisions) Local Law (No 1) 2009* and each provision contained in the local law identified in section 3 of *Redland City Council Local Law (Repealing Redundant Provisions) Local Law (No 1) 2009* has been identified as a redundant provision; and

2. That, pursuant to section 899D(2) of the *Local Government Act 1993*, to make *Redland City Council Local Law (Repealing Redundant Provisions) Local Law (No 1) 2009* which repeals *Local Law No 4 (Libraries)*.

**CARRIED**



Cr Boglary declared a conflict of interest in the following item at the Planning and Policy Committee meeting on 22 April 2009, as she is an Executive member of the Board of the Redlands Chamber of Commerce and that she would be staying in the meeting for consideration of this item. She also advised that she would be speaking to the item as a Councillor, not as a member of the Board of the Chamber of Commerce.

Cr Boglary declared a conflict of interest in this item at today's meeting for the reasons stated above and advised that she will remain in the meeting, speak to any motions and remain impartial.

#### **13.3.4 APPLICATION FOR FUNDING REDLAND CITY CHAMBER OF COMMERCE**

**Datworks Filename:** G&S Sponsorships & Donations

**Attachments:** [Letter - Redland City Chamber of Commerce Inc. dated 10th September 2008](#)

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

**Author Name:** Alan Burgess  
Manager Economic Development

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#### **EXECUTIVE SUMMARY**

The Redland City Chamber of Commerce has been operating since 1964 as a membership based organisation which represents the business community of the region.

The Chamber of Commerce is an employer advocacy group and has requested a grant of \$50,000 per year for three years, as part support for its administration. The Council has recently completed its new grants policy, effective 1 July 2009.

This request does not fall within grants policy requirements and would not meet the requirements for support through sponsorship.

The request for grant funding by the Chamber of Commerce is, therefore, not supported.

#### **PURPOSE**

The purpose of this report is to seek Council's response to a request for a grant for secretarial support to enable the ongoing promotional and development activities of the Redland City Chamber of Commerce.

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## **BACKGROUND**

The Chamber of Commerce was founded in 1964 and incorporated in 1993; it has operated as a membership based business support and lobby group since its inception. It has partnered Council with many events and business related activities and was the initial co-sponsor and administrator for the Business Grow program.

They have established relationships with a wide variety of business and community organisations, including Greater Brisbane Area Consultative Committee, Redland Tourism, Brisbane Southside Department of Tourism Regional Development and Industry, Redlands Institute, Commerce Queensland and Metropolitan South Institute of TAFE.

The Chamber initiates and coordinates the delivery of numerous business related events, such as Redland Retail Awards, Redland Business Achievement Awards, Aussie Host, LAMB Manufacturing Training Program, Redland Women in Business Network, business planning workshops and monthly Chamber business breakfast/dinner networking events. These events are designed to actively promote the region, encourage excellence and provide a forum for business interaction.

The stated aims of the Chamber of Commerce are to promote sustainable growth and prosperity for the Redland City Region; promoting a cohesive business community, and providing a forum for business interaction.

As an advocacy group, for the business community at large, the Chamber provides valuable feedback to the Council on various Redland City business and community issues.

## **ISSUES**

The Chamber has requested a grant of \$50,000 per year for three years, from Council, as part support for its administration. The \$50,000 requested represents approximately 46% of the Chamber's administration support and promotions budget each year.

The primary purpose of the funding is to allow sustainable development of membership services and ongoing support programs for local businesses.

The Chamber is primarily an employer advocacy group; this aspect is not considered core business for Council. The Chamber's other major role is to facilitate inter business opportunities and relationships; this is done through monthly networking sessions and other activities.

There is currently no program in Council's new grants program which would provide an organisation with a grant for wages subsidy for the amount or purpose requested by the Chamber of Commerce.

Additionally Council's proposed sponsorship policy would not be applicable to the general administrative purposes outlined in this request from the Chamber.

### **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**

It is considered that this request does not fall within Council's new grants policy requirements and would not meet the requirements for support through sponsorship. Therefore, there will be no financial implications as a result of the recommendation in this report.

### **PLANNING SCHEME IMPLICATIONS**

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

### **CONSULTATION**

Manager, Community and Social Planning was consulted to seek advice on the community development grants program.

### **OPTIONS**

#### **PREFERRED**

Council resolve to not approve the request for grant funding from the Redland City Chamber of Commerce.

#### **ALTERNATIVE**

No alternative suggested.

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

**That Council resolve not to approve the request for grant funding from the Redland City Chamber of Commerce.**

### **PROPOSED MOTION 1**

Moved by: Cr Ogilvie  
Seconded by: Cr Boglary

That the Committee Recommendation be adopted with the following addition:

After the words, "Chamber of Commerce", add the words, "and that Council approach the Chamber to develop a Memorandum of Understanding with

Council that reflects an ongoing relationship and investigate ways of assisting sustainable growth in the business community”.

The motion was put as follows:

That Council not to approve the request for grant funding from the Redland City Chamber of Commerce and that Council approach the Chamber to develop a Memorandum of Understanding with Council that reflects an ongoing relationship and investigate ways of assisting sustainable growth in the business community.

On being put to the vote the motion was LOST.

A division was called for.

Crs Elliott, Bowler, Henry, Ogilvie and Boglary voted in the affirmative.

Crs Reimers, Murray, Williams, Townsend and Hobson voted in the negative.

The motion was declared as LOST on the casting vote of the Mayor.

Cr Reimers left the meeting at 5.09pm.

## **PROPOSED MOTION 2**

Moved by: Cr Elliott  
Seconded by: Cr Murray

That Council resolve not to approve the request for grant funding from the Redland City Chamber of Commerce.

Cr Ogilvie moved that the motion lie on the table.

The Mayor put the motion and on being put to the vote was LOST.

The Mayor then put Cr Elliott’s motion.

On being put to the vote the motion was declared as LOST 4/5.

Cr Reimers returned to the meeting at 5.13pm.

The Mayor sought the Chief Executive Officer’s direction on the status of this item due to there not being a satisfactory resolution based on the two defeated motions. In response, the Chief Executive Officer advised that this motion would be dealt with administratively.

### 13.3.5 TOURISM ADVISORY FORUM REPORT

**Datworks Filename:** ED Tourism Advisory Forum  
**Attachment:** [Attachment \(1\) – Tourism Models for Redland City](#)  
**Responsible Officer Name:** Alan Burgess  
Manager Economic Development  
**Author Name:** Jan Sommer  
Tourism Development Coordinator

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#### EXECUTIVE SUMMARY

The Tourism Advisory Forum (TAF), appointed by Redland City Council (RCC) in September 2008 has met monthly over the past six months to determine a strategic direction forward for tourism in the Redlands.

A primary objective for TAF was to identify roles for the management of tourism in the Redlands and the most appropriate agency to undertake these responsibilities. The majority decision was that the local tourism organisation (LTO), being close to the local tourism operators in the Redlands, should undertake functions including marketing, product development, industry training and visitor services. Redland City Council Tourism Unit activities should concentrate on planning and policy (hard and soft infrastructure), facilitation, destination branding and relationship building with trade agencies.

The TAF extended an invitation to RT to demonstrate the financial and physical capability of the LTO to undertake the identified roles and responsibilities. At the February meeting Redlands Tourism, presented a Draft Strategic Plan which contained assumptions including securing a minimum of \$1.5m per annum for at least three (3) years and the secondment of RCC Tourism Unit to Redlands Tourism.

A subgroup of the TAF was requested to consider the RT proposal and determine an appropriate structure to move forward. Three structures/models were presented for consideration by the subgroup, based on the models outlined in the Review of Visitor Services, prepared by Calais Consulting (August 2007).

Prior to the March meeting of the TAF, a Discussion Paper was prepared and circulated based on the recommendations of the subgroup that Model 3, being the private/industry model, was the preferred option.

At the TAF meeting it was resolved to present the following recommendation to Redland City Council for consideration:

1. Endorse the resolution of the Tourism Advisory Forum (TAF) with Model 3 as the preferred model/structure;

2. Endorse the legal entity of the organisation as a wholly owned entity of RCC, ie. a company limited by guarantee/incorporated association with RCC being the sole shareholder, supported by a membership base;
3. TAF assume an interim role as the Tourism Board to facilitate the change in representation of the new organisation to elected and appointed representatives.

In order to progress this initiative, Council officers are recommending the appointment of an independent consultant to examine and recommend a strategy for the implementation of this proposal.

## **PURPOSE**

The purpose of this report is to present the recommendations of the TAF and seek Council endorsement to conduct detailed planning on the proposed new tourism structure for the Redlands.

## **BACKGROUND**

Redland City Council appointed the TAF, in September 2008, to play a key role in promoting cohesiveness, providing a single direction and vision for tourism in the Redlands. It was also asked to provide a strategic direction to ensure the area can effectively compete as a viable and attractive destination.

At the first meeting in October the principles, values, roles, responsibilities and objectives of the TAF, as presented in the Calais Report (May 2008), were endorsed. In subsequent monthly meetings the issues of duplication of activities, effectiveness of branding, industry expectations and the capacity of Redlands Tourism to undertake some of these activities were addressed.

The TAF has endorsed the proposal for a major research undertaking to determine the profile of current visitors, their needs and level of satisfaction, the awareness of the Redlands as a destination and propensity to visit the area.

The need to prepare a Strategic Tourism Plan for the Redlands, to dovetail to higher level state and regional plans, is also a high priority and additional funding for this project has been sought through the 2009/10 budget planning process.

On 19 February 2009, the Chair of Redlands Tourism, Robin Cain, presented Redlands Tourism Draft Strategic Plan (3 Years). At the conclusion of the presentation, discussion concentrated on the assumptions proposed, primarily those relating to securing minimum funding of \$1.5million per year and the secondment of the RCC Tourism Unit to Redlands Tourism.

Integral to this discussion was the formation of a new organisation to revitalise tourism in the Redlands. It would be necessary for a special meeting of Redlands Tourism members to be held to consider and approve the voluntarily winding up of the organisation (RT).

Also at the meeting it was proposed a small subgroup consisting of Mayor Melva Hobson, Trevor Hulbert, Robin Cain and Jan Sommer meet to develop a discussion paper for presentation to the March meeting. In the interim, a broad-based paper with draft structures (Attachment 1) was developed.

In developing the draft structures, a high priority was given to the imperative to have a strategic direction forward for tourism with a defined structure and single focus on the needs of the destination. The current capability of Redlands Tourism, proposed staff secondment budget, governance issues and the proposed new organisational arrangements were also discussed.

A paper was prepared presenting structural diagrams, transposed with the local situation to reflect the TAF discussions of 19 March 2009, and explanations of three models (see Calais Report 2007 on Review of Visitor Services);

1. Local Government
2. Local Government / industry
3. private / industry

The subgroup agreed the following were essential to move forward with the renewed support and confidence of the tourism industry and to implement a strategic direction for the destination:

- Redlands Tourism and RCC Tourism Unit to be working in partnership;
- Formation of a new organisation with elected industry members, Council appointed skills based persons and a Council representative;
- Rigorous KPIs to address governance requirements of RCC;
- The new organisation must commit resources to membership needs. Either by voluntary support or raising sufficient funds to employ a dedicated staff member. This would ensure the strategic direction of the new organisation is not compromised by dilution of staff resources;
- The Visitor Information Centre contract between RCC and Stradbroke Island Holidays should not be seen as an impediment in this process.

The TAF, meeting on Thursday 19 March 2009, considered a discussion paper from the subgroup, and the following was resolved:

- Endorse the resolution of the Tourism Advisory Forum (TAF) with Model 3 as the preferred model/structure;
- Endorse the legal entity of the organisation as a wholly owned entity of RCC, ie. a company limited by guarantee/incorporated association with RCC being the sole shareholder, supported by a membership base;
- TAF assume an interim role as the Tourism Board to facilitate the change in representation of the new organisation to elected and appointed representatives.

## ISSUES

### 1. Current Situation

At present the smaller agendas of interested groups undermine the product offering and cause confusion for local tourism industry and the consumer.

A new structure hastily imposed to rejuvenate the past or partially heal the existing situation will not be sustainable or acceptable to the wider industry. The proposed structure/model should be dynamic and capable of delivering agreed outcomes for the destination.

At present there is no single focus or united voice currently in the Redlands which is demonstrated by:

- Fragmentation (websites, collateral, visitor services, product development);
- Minimal allegiance and support for the Redlands on Moreton Bay branding;
- Lack of support for initiatives offered by industry partners from the broader perspective of the Moreton Bay cluster and Greater Brisbane region;
- Uncoordinated actions by tourism operators, which are ineffective;
- No single point of contact for external agencies, eg. media, regional and state organisations;
- No single point of contact for the local tourism operators.

### 2. Proposed Structure – Model 3 (Private/Industry)

The endorsement of the Model 3 allocates resources, both human and financial, to an external organisation. There are critical governance issues to be addressed in this instance:

#### Financial

- Quarterly reporting on acquittal of funds;
- Return on investment for divested funds – responsibility to ratepayers;
- Risk to Council – commitment of funds to external organisation.

#### Human Resources

Human Resources has identified numerous issues that may require clarification surrounding the establishment of a new entity, as specified in this model (3).

It was suggested that either an independent consultant be engaged, or an internal consultant, to review and provide advice on the implications of the TAF proposal concerning the following potential human resource issues:



- Industrial Relations Laws – Federal v's State
- Recruitment and Selection
  - Position Descriptions
  - Advertising
  - Structure
- Redundancy of Council Employees
  - Continuity of service
  - Redundancy payout
  - Transition period (eg. 2 years)
- Requirement of the new entity to have a written agreement re secondment
- Retraining as a result of changes to Position Descriptions
- Infrastructure of the HR procedures and policies in the new entity

#### Performance/Reporting

- Demonstrated ability to manage/report on capabilities
- Targets – strategic and operational
- Reports to Council on strategic initiatives

#### Legal

In consultation with the Manager Legal Services concerning the proposed structure and legal status of the proposed new entity, it was recommended that an independent consultant should be appointed to review all aspects of the TAF proposal and consider the implications including legal, financial, governance and human resources, and make recommendations accordingly.

Investigations concerning status of the new organisation as a wholly owned entity of Council, financial independence and legal responsibility to Council staff involved are still being undertaken.

### **3. Structure/Model Options**

An overview of the attributes of the models demonstrates the following:

Model 1 - Local Government:

- Not considered appropriate for the Redlands as this model primarily operates in environments where an LTO is not present

Model 2 – Local Government/Industry:

- Tourism Board elevated to a strategic role rather than an operational role. The Tourism Unit acts in an Executive/Administrative role for the Tourism Board as well as having a direct reporting line within RCC
- Governance shared by RCC and Tourism Board

- Tourism Board an independent incorporated entity, with ABN and letterhead etc, capable of applying for funds from national and state agencies
- Tourism Board has direct input into the budgeted funds for tourism from RCC
- A strong and active membership role is essential to the success of this model
- Membership directly elects representatives to Board, complemented by appointments by Council
- Services delivered as a function of RCC through direct budget allocation
- This model is implemented in many destinations nationally
- Eliminates duplication of roles and responsibilities
- Retains the status quo of the operational role

#### Model 3 Private/Industry:

- Tourism Board responsible for strategic and operational roles, with funds allocated from RCC, supplemented by membership fees
- Option of being wholly owned organisation, like Brisbane Marketing, as a Company Limited by Guarantee with RCC being single shareholder, with membership base
- Option of being an incorporated body may be eliminated given the hierarchy of membership, ie. RCC being the primary member with supportive membership (Association of Members). This point is still to be clarified by Legal Services.
- Governance is devolved to external organisation with rigorous KPIs and reporting measures as determined by RCC
- Membership directly elects representatives to Board, complemented by appointments by Council
- A structure where the services are delivered by external organisation with funds allocated by RCC is considered by the tourism industry to be the most effective

#### **4. Industry Support**

The two Redlands Tourism nominees to TAF, who are currently RT Board members, have indicated support for the formation of a new organisation. The Chair of RT also supports the TAF proposal for the formation of a new organisation.

Tourism industry operators who are nominees to TAF, either as industry specialists or representing the three geographic areas of the Redlands, also support the formation of the new organisation and secondment of the RCC Tourism Unit in executive role.

#### **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**

The endorsement of the Model 3 (private/industry) allocates resources, both human and financial, to an organisation established as a wholly owned entity of RCC, but

essentially an external organisation. It is proposed that the RCC tourism budget be allocated to the new organisation for independent determination.

A funding model for this organisation will need to be developed before the full financial implications can be assessed. However, some funding increase can be expected, but potentially not to the indicated \$1.5million per annum.

Further, the cost of the appointment of a consultant to review and consider all implications in regard to the proposed structure, governance issues, human resource and financial considerations with regard to staff secondment and financial management and accountability will be in the vicinity of \$15,000. This will require immediate adjustment to the 2009/10 budget or a Q1 review in the next financial year.

### **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**

Structure and Governance Issues:

1. CEO, Redland City Council
2. General Manager Planning and Policy
3. Manager, Corporate Planning, Performance and Risk
4. Manager Legal Services
5. Senior Advisor Human Resources
6. Manager, Internal Audit, Gold Coast City Council

Tourism Structures and Reporting Procedures

1. Sharon Raguse, Zone Director, Brisbane and South East Queensland Country (TQ) formerly of City of Greater Bendigo
2. Bindi Gove, Tourism Advisor to Federal Minister for Tourism (formerly Deputy CEO of VTIC/VECCI)

Selection of Structure and Tourism Industry Perspective

1. Tourism Advisory Forum
2. Redlands Tourism (though nominees to TAF)

### **OPTIONS**

#### **PREFERRED**

That a consultant be appointed to review and consider all implications in regard to the proposal from the Tourism Advisory Forum, including legal status, governance, KPI's,

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human resource, staff secondment, financial management and accountability; and present a detailed proposal for approval by Council.

#### **ALTERNATIVE**

That the proposed structure be progressively implemented over the next twelve to eighteen months.

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

That Council resolve as follows:

1. That a consultant be appointed to review and consider all implications in regard to the proposal from the Tourism Advisory Forum, including legal status, governance, KPI's, human resource, staff secondment, financial management and accountability; and
2. That a detailed proposal be presented for approval by Council.

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

Moved by: Cr Williams

Seconded by: Cr Ogilvie

That Council resolve as follows:

1. That a consultant be appointed to review and consider all implications in regard to the proposal from the Tourism Advisory Forum, including legal status, governance, Key Performance Indicators, human resources, staff secondment, financial management and accountability; and
2. That a detailed proposal be presented to Council with recommendations.

#### **CARRIED**

A division was called for.

Crs Williams, Henry, Ogilvie, Boglary and Hobson voted in the affirmative.

Crs Reimers, Murray, Elliott, Bowler and Townsend voted in the negative.

The Mayor declared the motion as **CARRIED** on the casting vote of the Mayor.

**13.4 COMMITTEE GENERAL BUSINESS**

Cr Boglary requested that a briefing note be distributed to Councillors detailing how funds previously provided to Redlands Tourism, i.e. grant of \$40,597.00 (Planning & Policy Committee Meeting 20 August 2008) were acquitted.

**COMMITTEE RECOMMENDATION/  
COUNCIL RESOLUTION**

Moved by: Cr Ogilvie  
Seconded by: Cr Williams

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

**CARRIED**

## **14 FINANCE AND CORPORATE MANAGEMENT COMMITTEE 22/04/09 - RECEIPT AND ADOPTION OF REPORT**

Moved by: Cr Townsend  
Seconded by: Cr Henry

That the Finance and Corporate Management Committee Report of 22 April 2009 be received.

CARRIED

### **14.1 OFFICE OF CEO**

#### **14.1.1 REPORT ON THE AUDIT COMMITTEE MEETING - 10 MARCH 2009**

**Dataworks Filename:** GOV Audit Committee  
**Responsible Officer Name:** Gary Stevenson  
Chief Executive Officer  
**Author Name:** Kylie Fernon  
Manager Internal Audit

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#### **EXECUTIVE SUMMARY**

In line with the Audit Committee Charter, the Audit Committee meeting of 10 March 2009 was scheduled to enable discussion and consideration of the following:

- Receipt and Confirmation of Minutes of 28 October 2008;
- Business Arising from Previous Minutes;
- *Local Government Finance Standard 2005* – Section 15 Requirements;
- Compliance Certificates;
- Internal Audit Plan Status;
- Internal Audit Recommendations Due for Implementation;
- QAO Recommendations Due for Implementation;
- Internal Audit Reports;
- 2008/2009 Audit Service Plan – External Audit;
- Administrative Amendment to the Audit Committee Charter (Corporate Policy, POL-3008);
- Emerging Issues; and
- Other Business.

## PURPOSE

The authority for the establishment of an Audit Committee is provided under Section 502 of the *Local Government Act 1993*. It operates in accordance with Part 2, Section 7 of the *Local Government Finance Standard 2005*.

The purpose of this report is to provide a summary of the issues discussed at the meeting on 10 March 2009.

## BACKGROUND

The primary objective of the Audit Committee is to assist Council in fulfilling its corporate governance role and oversight of financial management and reporting responsibilities imposed under the *Financial Administration and Audit Act 1997*, the *Local Government Act 1993* and other relevant legislation.

To fulfil this objective, it is necessary that a report on discussions and deliberations of the Audit Committee be submitted to Council to enhance the ability of Councillors to discharge their legal responsibility.

## ISSUES

The following is a summary of the issues discussed at the meeting of 10 March 2009:

The Chairperson, Mr Len Scanlan, declared the meeting open at 10.01am (item 1 of Audit Committee minutes), with all members and invitees present (item 2 of Audit Committee minutes).

### 3. Receipt and Confirmation of Minutes

The minutes of the Audit Committee meeting of 28 October 2008 were presented to the Audit Committee and were confirmed as a true and accurate record of proceedings.

#### 3.1 Business Arising from Previous Minutes

The following was noted as business arising from previous minutes of the Audit Committee.

##### 3.1.1 *Local Government Finance Standard 2005 – Section 15 Requirements*

As per Item 4 of the minutes of the Audit Committee meeting of 28 October 2008, the following update was provided by the Chief Executive Officer (CEO), on behalf of the former General Manager Corporate Services:

- 1 Since the last Audit Committee meeting there has been a change in the relationship between Council and the Water Retail Business. The State Government has made a policy decision that all Councils in SEQ (GCC, LCC, SRC, RCC) will hold shares in a distribution entity, SEQ Distribution Entity

(Interim) Pty Ltd. Implications will be known in the next 6-9 months. Further information will be provided as it comes to hand.

### **3.1.2 Compliance Certificates**

As per Item 5 of the minutes of the Audit Committee meeting of 28 October 2008, the following update was provided by the Acting General Manager Customer Services, who reported that the matter has been taken in hand and will be reviewed further:

- 2 Question 26 regarding WHS assessment questionnaire – Councillors noted the comments made in response to this question regarding the assessment questionnaire; and
- 3 WHS training for volunteers.

As per Item 5 of the minutes of the Audit Committee meeting of 28 October 2008, the Manager Internal Audit reported that the Facilities Services Manager advised that the roof leakage in July 2008 (Question 28 of the questionnaire) was on the 2<sup>nd</sup> floor of the Administration Building and has been resolved.

## **4. Local Government Finance Standard 2005 – Section 15 Requirements**

The Chief Executive Officer (CEO) reported that an Organisational Development Plan was considered by Council's Planning & Policy Committee on 4 March 2009 and Council will be asked, at a Special Council Meeting today, to formally approve aspects of the Plan for which it has statutory responsibility, including corporate structure, resource allocation and policy development.

The CEO reported that the proposal creates a new Governance Department, which will incorporate Legal Services, Internal Audit, Corporate Planning, Performance & Risk, Offices of the CEO/Mayor/Councillors support and Marketing and Communications.

The Mayor raised some concerns in relation to the independence of the Internal Audit Group reporting to a Governance General Manager, rather than directly to the CEO. The CEO advised that Council policies and the Audit Charter will ensure that for the purposes of investigation and reporting processes, Internal Audit is ultimately accountable to the CEO. The Audit Charter further clearly indicates that Internal Audit has a relationship with the Audit Committee and the Audit Committee Chair. It is proposed that the position description for the position of General Manager Governance will acknowledge this direct reporting relationship.

The Audit Committee noted the report and comments.

## **5. Compliance Certificates**

The attached Compliance Certificates for the Office of CEO, Customer Services, Planning and Policy, Corporate Services and Redland Water were presented to the Committee and noted as presented.



## **6. Internal Audit Plan**

### **6.1 Audit Plan Status**

The 2008/2009 Internal Audit Plan Planned Activity Status report was presented to the Committee.

The Audit Committee:

1. noted the Status of the Audit Plan report as presented;
2. acknowledged the additional hours worked to endeavour to complete unplanned activities; and
3. noted the positive feedback received from staff in relation to Internal Audit methods used to obtain relevant information.

## **7. Audit Recommendations Due For Implementation**

### **7.1 Internal Audit Recommendations**

The Manager Internal Audit presented a progress report of audit recommendations due for implementation to the Committee.

The Audit Committee noted the Audit Recommendations Due for Implementation as presented and acknowledged that there were no outstanding matters.

### **7.2 QAO Recommendations**

The Manager Internal Audit presented a progress report of QAO audit recommendations due for implementation to the Committee. The following was noted:

- *3.1 Accounting for assets not previously recognised* – implementation date 30 April 2009 – on track;
- *5.2 Audit trail of access assigned not maintained* – implementation date 31 December 2009 – management to provide an update at next Audit Committee meeting;
- *5.5 Periodic reviews of user access not performed* – implementation date 30 June 2010 – Acting General Manager Corporate Services to provide specific updates on each of the systems' completion dates;
- *5.12 Actions not recorded* – Acting General Manager Corporate Services to report to next Audit Committee meeting on implementation dates.

## **8. Internal Audit Reports**

The following reports were presented for Audit Committee consideration:

**8.1 Customer Services**

- Internal Audit Report 19/12/08 – Review of the Administrative and Financial Aspects of the Redlands Performing Arts Centre (distributed separately)
- Internal Audit Report 20/02/09 – Review of the Administrative and Financial Aspects of the Indigiscapes Centre (distributed separately)
- Internal Audit Report 20/02/09 – Review of the Management and Governance of Major Projects (distributed separately)

**8.2 Redland Water**

- Internal Audit Report 06/03/09 – Review of the Internal Controls in place for the transfer of Council's Water Assets, Staff and Shared Data (distributed separately)

**8.3 Across Council**

- Internal Audit Report 25/02/09 – Review of the Processes in place to ensure Policies, Guidelines and Procedures are reviewed within specific timeframes (distributed separately)
- Internal Audit Report 04/03/09 – Review of the Appropriateness of Interpretation and Application of Regulatory Charges (distributed separately)

**8.4 Corporate Services**

- Internal Audit Report 22/12/08 – Review of the Business Rules in Aurion (distributed separately)
- Internal Audit Report 05/01/09 – Review of the Management of Water Taxi Vouchers (distributed separately)
- Internal Audit Report 05/01/09 – Review of the Management of Fleet Vehicles (distributed separately)
- Internal Audit Report 27/02/09 – Review of the Payroll Reconciliation between Aurion and Finance 1 (distributed separately)
- Internal Audit Report 20/01/09 – Review of Telecommunications Expenditure – Land lines, mobile phones, faxes and blackberries (distributed separately)

The reports were received and noted by the Audit Committee, as presented.

## **9. Update from External Auditors**

### **9.1 2008/09 Audit Service Plan**

Mr Brendan Worrall of WHK Horwath presented an overview of the 2008/09 Audit Service Plan for Council.

The Audit Committee noted the report as presented.

## **10. Administrative Amendment to the Audit Committee Charter (Corporate Policy, POL-3008)**

The Manager Internal Audit presented to the Committee the following administrative amendment to the Audit Committee Charter (Corporate Policy, POL-3008) with regards to the external membership of the Committee:

That paragraph 1.3 of the Audit Committee Charter be amended to read as follows:

- 2-3 independent external appointees, one of whom shall Chair the Audit Committee;
- The Mayor;
- Deputy Mayor; and
- Chair, Finance and Corporate Management Committee.

The CEO sought the Audit Committee's feedback on the preferred experience/qualifications of the proposed external appointees to the Committee and it was agreed that expertise in the fields of IT and HR would be an advantage.

The Audit Committee endorsed the proposed administrative amendment to the Audit Committee Charter (Corporate Policy, POL-3008) as presented and noted that a report will be presented to an ensuing Finance and Corporate Management Committee meeting and adoption at a subsequent General Meeting.

## **11. Emerging Issues**

Mr Scanlan raised the matter of proposed new local government legislation as having potential implications for Councils.

## **12. Other Business**

General discussion took place regarding confidentiality and release of confidential Council documents and communication to the public in relation to policies and controls. Mr Scanlan reminded members of the Audit Committee about the confidentiality relating to reports and matters discussed at this committee.

### **13. Meeting Closure**

There being no further business, the meeting closed at 12.01pm. The Manager Internal Audit advised she will schedule future meetings of this Committee in consultation with members as soon as possible.

### **RELATIONSHIP TO CORPORATE PLAN**

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

### **FINANCIAL IMPLICATIONS**

The cost to Council for the attendance of the independent Committee Chair is \$5,000 per annum. This is provided for in the Internal Audit Group Budget.

### **CONSULTATION**

The Audit Committee minutes are presented for confirmation as a true and accurate record of proceedings at its next meeting.

### **OPTIONS**

#### **PREFERRED**

The Council accept this report, which summarises the issues discussed at the Audit Committee meeting of 10 March 2009.

#### **ALTERNATIVES**

1. That Council accept this report and request additional information; or
2. That Council not accept this report and request an alternative method of reporting.

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

Moved by: Cr Townsend  
Seconded by: Cr Reimers

**That Council resolve to accept this report, which summarises the issues discussed at the Audit Committee Meeting of 10 March 2009.**

### **CARRIED**

**14.1.2 ADMINISTRATIVE AMENDMENT TO THE AUDIT COMMITTEE CHARTER**

**Dataworks Filename:** GOV Audit Charter  
**Attachment:** [Audit Committee Charter – POL-3008](#)  
**Responsible Officer Name:** Gary Stevenson  
Chief Executive Officer  
**Author Name:** Kylie Fernon  
Manager Internal Audit

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**EXECUTIVE SUMMARY**

At the request of the Chief Executive Officer (CEO) research was undertaken to obtain an understanding of the structure and external membership of Audit Committees at other Local Government Councils.

The purpose of this report is to provide a summary of the proposed administrative amendment to the Audit Committee Charter and to recommend that Council adopt these amendments.

**PURPOSE**

The Audit Committee Charter has been designed to assist Council in fulfilling its corporate governance role and oversight of financial management and reporting responsibilities imposed under the *Financial Administration and Audit Act 1997*, the *Local Government Act 1993* and other relevant legislation. It also enhances the ability of Councillors to discharge their legal responsibility to exercise due care, diligence and skill in relation to compliance with applicable laws and policy and a number of other objectives as documented in the Charter.

The purpose of this report is to propose some amendments to the Audit Committee Charter for consideration by Council.

**BACKGROUND**

It is the policy of Redland City Council to maintain an Audit Committee and this is established in accordance with Part 2 of the *Local Government Finance Standard 2005*. It has no line authority in itself and does not replace the management responsibilities of Executive Management, but rather acts as a source of independent advice to the CEO.

As detailed in Section 1.3 of the Audit Committee Charter, the Audit Committee comprises the following with full voting rights:

- An independent external appointee who shall Chair the Audit Committee;
- The Mayor;
- Deputy Mayor; and

- Chair, Finance and Corporate Management Committee.

The Manager Internal Audit acts as Secretary of the Audit Committee but has no voting rights.

The CEO and the four General Managers attend each meeting where appropriate, but are not members of the Audit Committee and do not have voting rights. The QAO and its representatives have an open invitation to attend each meeting. Other Council Officers are invited to attend the Audit Committee meetings as and when required.

At the request of the CEO research was undertaken to obtain an understanding of the structure and external membership of Audit Committees at other South-east Queensland Councils.

### **Structure and Composition of other South-East Queensland Councils**

Selected South-East Queensland Councils were requested to provide responses to the following questions:

1. What is the formal membership structure of your Audit Committee?
2. What other non-members are required to attend each Audit Committee?
3. Is your CEO a full member of the Committee or a standing invited participant?
4. Who is the Chair of the Audit Committee?
5. How often does your Audit Committee meet?
6. Which Council Meeting does the Audit Committee report to?

Nine responses were received from the following South-East Queensland Councils:

1. Sunshine Coast;
2. Townsville;
3. Ipswich;
4. Gold Coast;
5. Toowoomba;
6. Logan;
7. Moreton Bay;
8. Brisbane; and
9. Redland.

Six (6) (67%) of the nine (9) respondents have more than one independent external appointee. This statistic is consistent with best practice, i.e. the Australian National Audit Office: Public Sector Audit Committees Better Practice Guide recommends that the membership should consist of at least 2-3 independent members. It is also suggested in the Department of Local Government "Internal Audit Guidelines" that for bigger Councils a suggested structure is for 2 or 3 independents – at least one with financial expertise and/or one with financial, legal or business expertise".

Based on this research RCC's Audit Committee would benefit by having at least one other person with financial, legal or business expertise. An additional external member/s will also elevate the "independence" of the Audit Committee.

## ISSUES

The following is a summary of the proposed administrative amendment to Section 1.3 (Composition) of the Audit Committee Charter:

- Paragraph 1 currently states:

“The Audit Committee shall comprise the following with full voting rights:

  - a) An independent external appointee who shall Chair the Audit Committee;
  - b) The Mayor;
  - c) Deputy Mayor; and
  - d) Chair, Finance and Corporate Management Committee.”
- Paragraph 1 to be amended as follows:

“The Audit Committee shall comprise the following with full voting rights:

  - a) 2-3 independent external appointees, one of whom shall Chair the Audit Committee;
  - b) The Mayor;
  - c) Deputy Mayor; and
  - d) Chair, Finance and Corporate Management Committee.”

## RELATIONSHIP TO CORPORATE PLAN

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

## FINANCIAL IMPLICATIONS

There are financial implications to Council by adopting the minor administrative amendment to the Audit Committee Charter i.e. \$5,500 (including GST) per annum for each additional external member of the Audit.

## CONSULTATION

The CEO and Chair of the Audit Committee were consulted about the minor administrative amendment to the Audit Committee Charter and have no particular issue with the proposed change.

**OPTIONS**

**PREFERRED**

That Council resolve to adopt the amended Audit Committee Charter, as attached.

**ALTERNATIVE 1**

That Council request additional information.

**ALTERNATIVE 2**

That Council request alternate changes to the Audit Committee Charter.

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

Moved by: Cr Townsend

Seconded by: Cr Reimers

**That Council resolve to adopt the amended Audit Committee Charter, Corporate POL-3008, as attached.**

**CARRIED**



## 14.2 CORPORATE SERVICES

### 14.2.1 MARCH 2009 - MONTHLY FINANCIAL REPORTS

**Datworks Filename:** FM Monthly Financial Reports to Committee  
**Attachment** [EOM March 2009 Financial Report](#)  
**Responsible Officer Name:** Kerry Phillips  
Manager Financial Services  
**Author Name:** Deborah Hall  
Finance Officer

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### EXECUTIVE SUMMARY

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

The attachments to this report present the March 2009 financial statement of accounts to Council and provide detailed analytical commentary. The revised budget figures in the attachment are following the Quarter 2 Budget Review. The third quarter budget review is currently in progress.

All of the seven Key Financial Performance Indicators exceeded targets set at the beginning of the financial year. These are:

1. level of dependence on general rate revenue;
2. ability to pay bills – current ratio;
3. ability to repay debt – debt servicing ratio;
4. cash balance;
5. cash balances – cash capacity in months;
6. longer term financial stability – debt to assets ratio; and
7. operating performance.

Council's end of month operating financial result (Earnings Before Interest, Tax and Depreciation – EBITD) is ahead of budget by \$8.6 million, with operating expenditure favourable by \$7.7 million and operating revenue favourable by \$0.9 million. This is mainly due to uncompleted projects in Planning and Policy - \$340,000 Planning Studies, \$240,000 Landfill Site Investigations Program, \$145,000 NSI Remediation and \$90,000 Aquatic Paradise Canal Maintenance to name the top four underspends in operational goods and services.

The cash flow position for the year is ahead of original forecast levels by \$7.9 million, although Council started the year with \$9.1 million more than was previously budgeted. The cash held is ahead of the target range of \$32 million to \$42 million at \$79.5 million.

The capital works programme is 31% under revised year to date budget. Major underspends at the reporting date include \$2 million although advice has been received that these variances will all diminish by the year-end. One large known permanent variance to date is the sale of the Woolworths Car Park at \$7.5 million.

## **PURPOSE**

The purpose is to present the March 2009 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 Redland City 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 March 2009:

### **Corporate Financial Report Card (A)**

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

### **Report Card Analysis (B)**

Classifies variances between revised budget and actual results as being either timing or permanent variances as well as favourable or unfavourable. Timing variances are anticipated to disappear once 30 June 2009 figures are produced. Permanent variances imply the variance will remain into the next financial year.

### **Council Financial Report 1 (C)**

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

### **Council Financial Report 2 (D)**

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

An **Operational Statement by Strategic Priority (E); Balance Sheet (F), Investment Summary (G), Statement of Cash Flows (H), Financial Stability Ratios Report (I), Community Benefit Fund Report (J), Fuel Consumption Report (K), Type III Business Activities Report (L), and Quarterly Operational and Capital Projects report (M)** have been included to provide the complete picture of Council's finances.

## **RELATIONSHIP TO CORPORATE PLAN**

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

## **FINANCIAL IMPLICATIONS**

The overall financial position as at the end of March 2009 remains strong with EBITD of \$39.8 million (\$8.6 million ahead of budget). This result is due to total operating revenue of \$133.2 million (\$0.9 million ahead of budget) and total operating costs of \$93.4 million (favourable variance of \$7.7 million).

### *Operating Revenue*

Rates and utility charges are favourable by \$0.7 million, in the main due to water consumption and wastewater. Fees and charges are under budget by \$0.7 million due in part to the slowing of the market since the budget was adopted. All application types are down on budget except for engineering drawings. Operating grants and subsidies is ahead of budget by \$1.2 million, timing variances in the main due to budget phasing. Interest rates and surplus funds have been higher than anticipated; resulting in a \$0.2 million variance in external interest, the majority of this positive variance is expected to disappear by the year-end due to the falling interest rates. Other revenue is unfavourable by \$0.2 million due in the main to a delay in receiving the payment for the BCC storm damage work that RCC supported.

### *Operating Expenditure*

Employee costs are under budget by \$1.2 million due to vacancies, goods and services is under budget by \$6.9 million, all are timing variances except for the favourable variance for the bulk water assets market value adjustment and debt collection fees that are over budget by \$49,000.

### *Capital Revenue*

Capital contributions and donations are over budget by \$1.5 million due to budget splits in the main, expected to be addressed in part during April 2009. The unfavourable variance of \$1.3 million in capital grants and subsidies is expected to disappear by the end of the financial year. Since February's financials, the sale of the Woolworths Car Park for \$7.5 million is now expected to be a permanent unfavourable variance and the monies will not be received by 30 June 2009.

*Capital Expenditure*

Capitalised goods and services is under budget at the end of March by \$12.4 million, in the main due to timing variances although of particular note is the SMBI Land Exchange Program \$2.9M, which will be addressed at the third quarter budget review. Capitalised employee costs is over budget by \$0.6 million, all timing variances that are expected to disappear by 30 June 2009 except for \$53,000 in relation to Redland Water staff being diverted to capital works from mainland maintenance.

*Cash and Investments*

The investment of surplus funds for the month returned a weighted average rate of return of 3.47%, which once again ahead of the UBS Bank Bill Index of 3.14%. These returns are reported on a monthly weighted average return and Council benchmarks the funds against the UBS Australia Bank Bill Index. Interest return is reported on both an annual effective and nominal rate of return. The monthly returns since November have been ahead of the benchmark, pulling back the year to date deficit.

The cash balance exceeds the target range of \$32 million to \$42 million at the end of March 2009, at \$79.5 million which is equivalent to 7.0 months cash capacity. Council is intentionally maintaining a higher balance than target whilst it monitors the impact of the structural reforms to the water business.

**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 March 2009 and explanations, as presented in the attachments.

**ALTERNATIVE**

That Council requests additional information.

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

Moved by: Cr Townsend  
Seconded by: Cr Reimers

**That Council resolve to note the End of Month Financial Reports for March 2009 and explanations, as presented in the following attachments:**

- 1. Corporate Financial Report Card;**
- 2. Report Card Analysis;**
- 3. First Council Financial Report;**
- 4. Second Council Financial Report;**
- 5. Operational Statement by Strategic Priority;**
- 6. Balance Sheet;**
- 7. Investment Summary;**
- 8. Statement of Cash Flows;**
- 9. Financial Stability Ratios Report;**
- 10. Community Benefit Fund Report;**
- 11. Fuel Consumption Report;**
- 12. Type III Business Activities Report; and a**
- 13. Quarterly Operational and Capital Projects Report.**

**CARRIED**

## 14.3 CUSTOMER SERVICES

### 14.3.1 PETITION (DIVISION 5) - OPENING HOURS OF RUSSELL ISLAND POOL

**Dataworks Filename:** GOV Petitions  
CP - Russell Island Swimming Pool

**Responsible Officer Name:** Greg Jensen  
Manager Customer & Community Services

**Author Name:** Russell Cook  
Leisure & Recreation Services Manager

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#### EXECUTIVE SUMMARY

The Russell Island pool was completed in March 2008 and opened to the public on Saturday, 20 September 2008. The pool was constructed under a Joint Development Agreement (JDA) with the Department of Education and the Arts and Council. One of the requirements of Council under this JDA was to provide the management of the facility for the first five years of operation. Council undertook a tender process for the management of the pool and the YMCA was the successful tenderer.

#### PURPOSE

To provide a response to a petition from residents of Russell Island, presented to Council on 25 March 2009.

#### BACKGROUND

At the General Meeting of 25 March 2009, Council resolved that the petition, which reads as follows, be received and referred to the appropriate area of Council for consideration and a report back to Council:

*“Why is the Russell Island Pool closed on Tuesdays and Thursdays? Why does the Russell Island Pool season finish in March? This means it will be closed during the next school holidays. Other pools stay open until the end of April. This request will go to Council for the Russell Island Swimming season to be extended beyond March and the pool open on Tuesdays and Thursdays.”*

During negotiations of the JDA for the pool it was agreed that the SMBI schools would have priority use, but not sole use, of the pool three (3) school days per week. Subsequent negotiations with the School Principals confirmed Monday, Wednesday and Friday as their preferred usage days. Initially Council sought tenders from interested parties for the management of the pool and specified that the pool should be open for 7 days per week, however, the tender amounts received saw Council having to fund a higher operational shortfall than was agreed upon within the JDA and no tender was accepted.

It was then decided to reduce this financial risk to Council by altering the opening times of the pool to coincide with the school usage, which would be the majority of the pool's usage mid-week, and to include weekends for public use.

Tenders were once again sought with the altered opening times and the YMCA was successful. Their tendered amount requires Council to pay the operational shortfall of up to \$55,000 and then the YMCA is solely responsible for operational costs above that amount. The State provides Council an annual amount of \$16,640 towards the operational expenses of the facility, leaving Council's contribution at \$38,360.

## **ISSUES**

The Russell Island pool was constructed as a "summer" facility and the current pool season is consistent with other outdoor non-gas or electronically heated facilities. The pool season is from the first Saturday of the September State school holidays to the last Sunday of the April State school holidays, being 19 April 2009, and will not close in March, as stated in the petition.

A requirement of the JDA is for the State to establish a Pool Advisory Committee whose role is to provide advice to the State and or Council on the management, maintenance and use of the pool. This Committee has School, P & C, community and Council representation.

As this is the first season the pool has been operational and available to the public, Council does not have actual figures of the operational shortfall that the pool management, YMCA, will incur. An accurate assessment of the shortfall will not be known until July 2009.

The YMCA has been compiling extensive statistics on the daily and hourly usage of the facility. This information will be presented to the Pool Advisory Committee during the off-season and they can review and make subsequent recommendations regarding the opening times to Council. Any extension of opening hours will need to be negotiated with the YMCA as under the existing agreement any short fall above \$55,000 is to be met by them.

## **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**

Any changes to the current opening times that increase the operation costs of the facility will need to be negotiated with the YMCA as they are responsible for any operational expenses above the first \$55,000 which is the responsibility of Council.

**OPTIONS****PREFERRED**

That Council resolve to advise the petitioners as follows:

1. That the Russell Island Pool opening and closing times for the swimming season are from the first Saturday of the September State school holidays to the last Sunday of the April State school holidays; and
2. That the Pool Advisory Committee will review the opening hours of the facility during the “off season” and will make recommendations to Council, at which time a report will be presented to Council regarding the implications of adopting these recommendations.

**ALTERNATIVE**

To persist with the current opening times of the facility and advise the petitioners accordingly.

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

Moved by: Cr Townsend

Seconded by: Cr Reimers

**That Council resolve to advise the petitioners as follows:**

1. **That the Russell Island Pool opening and closing times for the swimming season are from the first Saturday of the September State school holidays to the last Sunday of the April State school holidays; and**
2. **That the Pool Advisory Committee will review the opening hours of the facility during the “off season” and will make recommendations to Council, at which time a report will be presented to Council regarding the implications of adopting these recommendations.**

**CARRIED**



### 14.3.2 WASTE MANAGEMENT SERVICES BUSINESS UNIT REPORT - MARCH 2009

**Dataworks Filename:** WM Finance & Corporate Management Committee

**Attachments:** [Waste Management Services Business Unit Report – March 2009](#)

**Responsible Officer Name:** John Frew  
Acting Manager Operations & Maintenance

**Author Name:** Mary-Anne Micovic  
Finance Officer

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#### EXECUTIVE SUMMARY

The Waste Management Services Business Unit report is presented to Council for noting. The report provides the business unit's performance for the month of March 2009 and covers financial and non-financial indicators for 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 Waste Management Services 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

The purpose of this report is to report on the ongoing performance of the business unit against key performance indicators (KPIs).

#### BACKGROUND

Waste Management Services' performance plan identifies KPIs for which performance targets have been agreed with Council. Reporting is done each month through Council's Finance & Corporate Management Committee.

#### ISSUES

The report is provided to Council as a means of monitoring the performance of Waste Management Services for its' waste activity.

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 waste services to sustain our community.

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

### **FINANCIAL IMPLICATIONS**

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

### **CONSULTATION**

Consultation has occurred with:

- Acting Manager Operations & Maintenance;
- Acting General Manager Customer Services;
- Senior Advisor – Waste Planning.

### **OPTIONS**

#### **PREFERRED**

That Council resolve to accept the Waste Management Services Business Unit report for March 2009, 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 Townsend  
Seconded by: Cr Reimers

**That Council resolve to accept the Waste Management Services Business Unit Report for March 2009, as presented in the attachment.**

**CARRIED**

## 14.4 PLANNING AND POLICY

### 14.4.1 CORPORATE BALANCED SCORECARD REPORT – MARCH 2009

**Dataworks Filename:** GOV Corporate BSC Monthly Reporting to Committee

**Attachment:** [Balanced Scorecard Report – March 2009](#)

**Responsible Officer Name:** Luke Wallace  
Manager Corporate Planning Performance & Risk

**Author Name:** Benjamin Steel  
Project Coordinator Corporate Planning & Performance

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### EXECUTIVE SUMMARY

The monthly Corporate Balanced Scorecard report, as attached, provides a high level overview of Council's performance in key areas of our business using the four Balanced Scorecard Perspectives – Financial, Customer, Internal/Business Processes and People & Learning.

This report is an important component of our performance management framework. The other main report provided to Council and the community is the quarterly Operational Plan Report that focuses on performance against each of the programs in the Corporate Plan.

The overall rating for March 2009 is Satisfactory, with a weighted score of 2.63.

### PURPOSE

To provide Council with the Corporate Balanced Scorecard Report for the financial year to March 2009.

### BACKGROUND

The report shows results against each KPI for the current month and the previous 12 months. Longer term trends and comparisons incorporating the same month last year are included to provide a better understanding of current performance levels.

A summary of this month's results is provided on page two of the report and shows the overall score for Redland City Council, including the rating (the small coloured indicator at the right hand side). An outstanding result is shown as green, above standard and satisfactory shown as yellow and an unsatisfactory result is shown as red. The overall rating for Council and for each perspective is determined by the relative weightings of the performance measures.

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The subsequent pages of the report provide details of the performance measures in each perspective. The actual performance results each month are displayed as a graph, with the red and green lines showing the normal expected range for the measure. The red line represents the minimum satisfactory level and the green line represents the outstanding level. The rating for each measure is also shown as a green tick (outstanding), a yellow line (satisfactory and above standard) or a red cross (unsatisfactory).

Explanation of results is provided by the responsible manager in the commentary each month. Where a significant issue arises from the data that requires further explanation it will be provided in this covering report.

## **ISSUES**

Most measures are performing well within the target range. Those measures performing outside the target range are:

- People & Learning Perspective (page 6)
  - Workplace Health & Safety Action Plan actions completed.
  - Lost Time Injury Frequency Rate (LTIFR)

Please see the comments provided by managers in the attached report (pages indicated above).

A higher number of workplace injuries over the last 12-18 months continue to be of concern. All injuries are investigated as a matter of course and in the vast majority of cases the injuries have tended to be unavoidable. Although there were only 3 minor injuries this month, it has little bearing on immediately reducing the LTIFR 12 month average score, as the rating is averaged out over the 12 month period.

The work completed year to date on the implementation of the Workplace Health & Safety Plan has placed Council in the best position it has ever been in, in terms of Workplace Health & Safety hazard identification and risk management. Despite that, Human Resources are continuing to prioritise catching up on incomplete Workplace Health & Safety Management Plan actions to ensure that preventative measures are in place wherever possible.

## **RELATIONSHIP TO CORPORATE PLAN**

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

## **FINANCIAL IMPLICATIONS**

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

**PLANNING SCHEME IMPLICATIONS**

There are no implications for the Planning Scheme arising from this report.

**CONSULTATION**

The data and components in this 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 March 2009, as attached.

**ALTERNATIVE**

That Council resolve to note the Corporate Balanced Scorecard for March 2009 and request additional information.

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

Moved by: Cr Townsend  
Seconded by: Cr Reimers

**That Council resolve to note the Corporate Balanced Scorecard for the month of March 2009, as attached.**

**CARRIED**

**14.4.2 QUARTERLY OPERATIONAL PLAN REPORT FOR MARCH 2009**

**Dataworks Filename:** GOV - Corporate Performance Reporting - Quarterly

**Attachments:** [March Quarterly Operational Plan](#)

**Responsible Officer Name:** Luke Wallace  
Manager Corporate Planning Performance and Risk

**Author Name:** Benjamin Steel  
Project Coordinator Corporate Planning and Performance

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**EXECUTIVE SUMMARY**

The 2008-09 Operational Plan sets out the most significant projects and initiatives that Council decided to pursue this financial year towards achieving the long-term objectives in the Corporate Plan 2006-2010. Council approved this Operational Plan at a Special Meeting on 17 June 2008, prior to the approval of the 2008-09 Budget.

Regularly monitoring progress against this Operational Plan is an important element of Council's Governance process, and it is also a requirement of the *Local Government Act 1993*.

The attached report therefore shows the status of all projects in both practical and financial terms, and shows progress against performance targets for other measures.

**PURPOSE**

To ensure good corporate governance of the organisation by monitoring performance against Council's approved Operational Plan for 2008-09.

**BACKGROUND**

The attached report provides information to Council on the progress in the second quarter of all projects, initiatives and performance indicators in the Operational Plan 2008-09.

For projects/initiatives, the report includes both financial information (where operational or capital funds have been specifically allocated) and practical information to give a more comprehensive picture of progress. Where no budget is shown, this indicates that the work involved is being done solely in-house by Council officers and/or the project is part of a larger program of work and therefore does not have discrete funds allocated to it. Practical progress of projects is rated against a status indicator, being of the following: *Completed, On Track, Delayed, Not Commenced, Revised* or *Cancelled*.

For performance indicators (KPI's), actual performance is shown as a blue dot on a graph where the red line (minimum satisfactory performance level) and the green line (outstanding performance level) show the planned or expected performance range.

In both cases, performance commentary is provided by the responsible officers to explain the progress achieved to date.

## ISSUES

The Operational Plan 2008-09 includes some 119 performance measures. The attached report for the March quarter shows that the majority of projects/initiatives and performance measures are on track to meet the expected performance by the end of the year with 75 of the 119 projects either completed or on track. There are 37 projects delayed, but the vast majority of those are expected to be completed as planned by 30 June 2009. Comments are provided in the attached report outlining actions being undertaken to bring these projects and initiatives back into line.

There are a select number of projects that will not reach planned completion in the 2008/09 financial year. The following projects have been influenced by various underlying factors and events resulting in their progress being cancelled or delayed for completion in the near future.

*1.3.4 Completion of a Residential Greenhouse Gas Reduction Survey* – The residential survey is no longer required as discussions with the ClimateSmart initiative indicates that data available through that program will provide better indicators of local priorities for residential actions by Council. This improved strategy is at no cost to Council and as such this project will not be delivered by Council in 2008/09 Operational Plan and removal of the project from the Operational Plan is recommended.

*4.2.3 Completion of the Feasibility Study for Minjerribah Knowledge Centre* – This project has been deferred for completion in 2009/10 financial year due to timing issues:

- Native title matters have been a priority for North Stradbroke Island indigenous organisations and families.
- State Government election interrupted the Integrated Project Planning process.
- Capacity of Quandamooka Aboriginal Forum to participate delayed due to the sign-off of the community development funding from Federal and State Governments.

*6.2.1 Review of Performance Management Framework* – Whilst the performance management framework will still be reviewed in 2008/09 to correct obvious anomalies, significant changes to local government performance reporting have been flagged by the State Government through the Local Government Bill 2008. It makes



sense for Council to fully assess these changes when the regulations are released and the Bill is enacted during 2009/10.

As such, whilst the performance management framework will technically be reviewed in 2008/09, a more extensive review taking into account the State Government changes and a full assessment of Council's internal and external reporting needs based on the outcomes of the Community Plan and the development of the next Corporate Plan will be included in the 2009/10 Operational Plan.

*7.2.1 Completion of feasibility testing of alternative models for funding Council activities* – A briefing note was presented by Corporate Planning, Performance & Risk to the CEO and ELG on this matter. The CEO advised that whilst the proposed model is theoretically sound in his view, this project should be placed on hold pending the release of the new *Local Government Act* and supporting regulations.

It should also be noted that a change has been made with initiative 3.2.1 – *Development of a new Integrated Waste Management Facility for the City*. The Infrastructure Planning Group has completed the planning and scoping phase of this project which has now been transferred to the Project Delivery Group for practical completion. This project will now be referred to as the *Development of a Sustainable Resource Waste Facility*. The name change is simply to align the project more accurately with Council's vision for the future in engaging contractors and the community with Council's objectives for the long term sustainability of waste and recycling operations in the City.

The completion date for this initiative was reviewed in line with updated estimates for the closure of the Birkdale landfill. Some delays have been incurred in the finalisation of the Expressions of Interest and Development Assessment process. Other milestones will have a consequential effect, with a new planned completion date of December 2010.

As outlined, all other projects are either completed, on track or are expected to be substantially completed by 30 June 2009. A thorough acquittal of any other projects not completed by 30 June 2009 will be included in the fourth quarter report that finalises the 2008/09 Operational Plan.

## **RELATIONSHIP TO CORPORATE PLAN**

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

## **FINANCIAL IMPLICATIONS**

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

## **PLANNING SCHEME IMPLICATIONS**

There are no implications from the recommendations in this report that would require any amendments to the Redlands Planning Scheme.

## **CONSULTATION**

The date and comments in the report were provided by the managers and officers who are responsible for the projects and initiatives concerned and were compiled by the Corporate Planning, Performance and Risk Group.

## **OPTIONS**

### **PREFERRED**

That Council resolve as follows:

1. To note the Operational Plan Report for the 2008-09 March quarter, as attached;
2. To amend the 2008/09 Operational Plan as follows:
  - (i) Section 3.2.1 – Title change from Development of a new Integrated Waste Management Facility for the City to Development of a Sustainable Resource Waste Facility with a new planned completion date of December 2010;
  - (ii) Section 1.3.4 – Removal of the Completion of a Residential Greenhouse Gas Reduction Survey;
  - (iii) Section 4.2.3 – Removal of the Completion of a the Feasibility Study for Minjerribah Knowledge Centre; and
  - (iv) Section 7.2.1 – Removal of the Completion of Feasibility Testing of Alternative Model for Funding Council activities.

### **ALTERNATIVE**

That Council resolve to note the Operational Plan Report for the 2008-09 March quarter and request additional information.

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

Moved by: Cr Townsend  
Seconded by: Cr Reimers

**That Council resolve as follows:**

1. **To note the Operational Plan Report for the 2008-09 March quarter, as attached;**
2. **To amend the 2008/09 Operational Plan as follows:**

- (i) Section 3.2.1 – Title change from Development of a new Integrated Waste Management Facility for the City to Development of a Sustainable Resource Waste Facility with a new planned completion date of December 2010;
- (ii) Section 1.3.4 – Removal of the Completion of a Residential Greenhouse Gas Reduction Survey;
- (iii) Section 4.2.3 – Removal of the Completion of the Feasibility Study for Minjerribah Knowledge Centre; and
- (iv) Section 7.2.1 – Removal of the Completion of Feasibility Testing of Alternative Model for Funding Council activities.

**CARRIED**

**14.5 COMMITTEE GENERAL BUSINESS**

**14.5.1 SOUTH EAST THORNLANDS STRUCTURE PLAN**

**COMMITTEE RECOMMENDATION/  
COUNCIL RESOLUTION**

Moved by: Cr Henry  
Seconded by: Cr Boglary

**That Council write to the Minister for Infrastructure & Planning in respect to a time for a response in relation to the South East Thornlands Structure Plan.**

**CARRIED**

## **15 DIRECT TO COUNCIL REPORTS**

### **15.1 OFFICE OF CEO**

#### **15.1.1 2009 ALGA NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT**

**Datworks Filename:** GOV - External Conferences

**Responsible Officer Name:** Gary Stevenson  
Chief Executive Officer

**Author Name:** Luke Wallace  
Manager Corporate Planning, Performance and Risk

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### **EXECUTIVE SUMMARY**

The Australian Local Government Association (ALGA) represents 609 member Councils across the country. The key activities of the organisation include representing local government on national bodies and ministerial councils, including the Council of Australian Governments (COAG), providing submissions to government and parliamentary enquiries, raising the profile and concerns of local government at a national level and providing forums to guide the development of national local government policies.

The 2009 National General Assembly of Local Government, coordinated each year by ALGA, takes place in Canberra from June 21 to June 24. The key topics for discussion at the General Assembly this year include constitutional recognition for local government, local government financing, transport and infrastructure and climate change. As a member of ALGA, Council is entitled to participate in debate on these matters and vote on motions brought before the Assembly.

Immediately following the General Assembly, on 25 June, the second meeting of the Australian Council of Local Government (ACLG) will be held between the Federal Government and all Mayors and Shire Presidents of Australian local government. Whilst that date is confirmed, the agenda for the event has yet to be released.

### **PURPOSE**

The purpose of this report is to briefly outline the key topics for discussion at the National General Assembly of Local Government and to confirm Council's delegates at the Assembly along with the Mayor's attendance at the ACLG.

### **BACKGROUND**

ALGA is the peak local government body in Australia. They represent local government at COAG, where responses to issues of concern for all three tiers of government are discussed and determined, and in general they pursue the following strategic priorities:

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- Strengthening local government finances;
- Sustaining local roads, transport and other infrastructure;
- Improving natural and built environmental outcomes;
- Enhancing regional equity and regional development;
- Building capacity and sustainability in local communities;
- Connecting member associations and the Local Government sector;
- Engaging effectively in National Government processes.

Each year ALGA convenes the National General Assembly of Local Government bringing Councils across Australia together to create a united voice on core issues effecting local communities. This year's General Assembly will be in Canberra from 21 to 24 June and as a voting member of ALGA Council should be represented.

The ACLG is a recently formed body, chaired by the Minister for Infrastructure, Transport, Regional Development and Local Government. The ACLG is an advisory body providing a forum to facilitate a new partnership between the two levels of government (federal and local).

The ACLG's stated aims and objectives are:

- The provision of a forum for the Australian Government and local government, including the Australian Local Government Association (ALGA), to consider policies and initiatives in areas of mutual interest;
- The provision of advice to the Australian Government on matters relevant to local government and local communities;
- Contribution to dialogue on issues of national significance that affect local government and local communities;
- Promotion of collaboration between the Australian Government and local government, as well as between local governments themselves to address emerging economic, social and environmental challenges;
- Encouragement of innovation and best practice in local government;
- Improvement on the provision of information and data to support the long term development of local government.

The ACLG provides a unique opportunity for local government to formally engage with federal government on the important matters outlined above and again it is considered important that Council contributes to the process.

## **ISSUES**

The 2009 National General Assembly of Local Government, coordinated by ALGA, will be convened in Canberra from 21 to 24 June. Speakers at the General Assembly

this year include an array of subject matter experts along with the following political leaders:

- Anthony Albanese (Minister for Infrastructure, Transport, Regional Development and Local Government);
- Malcolm Turnbull (Leader of the Opposition);
- Bob Brown (Leader of the Australian Greens);
- Warren Truss (Leader of the National Party and Shadow Minister for Trade, Transport, Regional Development and Local Government);
- Kevin Rudd (Prime Minister of Australia – invited).

This year, the Assembly will deal with four major issues as follows:

- Constitutional Recognition of Local Government;
- Local Government Financing;
- Transport and Infrastructure;
- Climate Change.

As a voting member of ALGA, Council is entitled to vote on motions put to the General Assembly and it is important that Council is represented at this forum so they can contribute to the debate on these matters and stay abreast of significant current issues. It is felt that the appropriate delegation from Council, given that this is the largest annual meeting of Australian local governments, would be the Mayor, one other Councillor and one senior officer.

On the day immediately following the General Assembly, the second plenary meeting of the ACLG will be held in Canberra. The event will be hosted by Minister Albanese and the Minister's Office will provide further details with regard to the precise venue and schedule for the day in the near future. The Mayor attended the inaugural ACLG meeting in November 2008 and it is felt that the Mayor should continue to represent Council at this forum.

## **RELATIONSHIP TO CORPORATE PLAN**

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

## **FINANCIAL IMPLICATIONS**

Total registration costs for three delegates at this conference are approximately \$3,300. Airfares and accommodation will need to be added to this figure to obtain the total outlay.

**CONSULTATION**

Consultation on this report was undertaken with the Chief Executive Officer.

**OPTIONS****PREFERRED**

1. That Council be represented at the 2009 National General Assembly of Local Government, from 21 to 24 June, by the Mayor, one other Councillor and one senior officer; and
2. That the Mayor represent Council at the next meeting of the Australian Council of Local Government on 25 June 2009.

**ALTERNATIVE**

That Council chooses an alternative delegation of Councillors and staff to represent it at the 2009 National General Assembly of Local Government and the next meeting of the Australian Council of Local Government.

**OFFICER'S RECOMMENDATION/  
COUNCIL RESOLUTION**

Moved by: Cr Ogilvie  
Seconded by: Cr Bowler

**That Council resolve as follows:**

1. That Council be represented at the 2009 National General Assembly of Local Government, from 21 to 24 June, by the Mayor, one other Councillor and one senior officer; and
2. That the Mayor represent Council at the next meeting of the Australian Council of Local Government on 25 June 2009.

**CARRIED**



### **15.1.2 2009 URBAN LOCAL GOVERNMENT ASSOCIATION (ULGA) CONFERENCE**

**Datworks Filename:** GOV - External Conferences  
**Responsible Officer Name:** Gary Stevenson  
Chief Executive Officer  
**Author Name:** Luke Wallace  
Manager Corporate Planning, Performance and Risk

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#### **EXECUTIVE SUMMARY**

In 2007, Council withdrew from the membership of the Urban Local Government Association when the annual membership fee trebled from \$3,456 to \$10,368. Council has recently been encouraged to rejoin the Association and this report considers the merits of that proposition and briefly outlines the aims and objectives of the ULGA and the main topics for discussion at the forthcoming ULGA Annual Conference.

#### **PURPOSE**

The 2009 ULGA Annual Conference is being held in Bundaberg from 13<sup>th</sup> to 15<sup>th</sup> May. Council withdrew from the membership of the ULGA in 2007 when the annual membership fee trebled from \$3,456 to \$10,368. Recently, Council has been encouraged to rejoin the ULGA and this report recommends that Council sends a delegate to the 2009 Conference to ascertain the value of rejoining the Association.

#### **BACKGROUND**

Membership of the ULGA is open to the Local Governments of every city and town of Queensland which are predominantly urban in character, i.e. a local government:

1. In which the majority of its inhabitants reside in one or more of its urban centres;
2. Which derives the bulk of its income from its ratepayers in one or more of its urban centres;
3. Which has an urban centre of at least 15,000 inhabitants who comprise at least 50% of the population of its area.

The Association's objectives are as follows:

1. Consultation by Members as to their common interests;
  2. Discussion by Members of matters relating to local government;
  3. To watch over and protect the interests rights and privileges of Members;
  4. To promote the efficient carrying out of local government within the areas of those Councils which are members of the Association;
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5. To take action in relation to any legislation affecting members;
6. To advise and instruct Members in matters of doubt and difficulty;
7. Generally to undertake or promote any activity which an Annual General meeting or Annual Conference of the association determines to be for the betterment and or general interest of the members.

At Council's Meeting of 1 August 2007, the decision was taken to discontinue membership of the ULGA due to a threefold increase in annual membership fees and because it was felt at the time that there would be no detrimental effects on Council's administrative capabilities.

The ULGA's Annual Conference is scheduled to be held in Bundaberg from 13<sup>th</sup> to 15<sup>th</sup> May and the Association has encouraged Council to attend the Conference and re-join the ULGA as a voting member.

## **ISSUES**

The ULGA is essentially an advocacy body that seeks to promote member Council's interests by encouraging efficient and effective urban local government and cooperative partnerships with the State and Federal Government. In accordance with their official policy position the ULGA's objectives include;

1. Consultation by members as to their common interests;
2. Discussion by members on matters relating to local government;
3. Protection of the interests, rights and privileges of members;
4. Promotion of the efficient carrying out of local government within member areas;
5. The taking of action in relation to legislation effecting members;
6. Advice and instruction to members in matters of doubt and difficulty;
7. Promotion of matters which an annual general meeting or annual conference determines to be for the betterment of members.

In 2008, there were significant changes in the Executive of the ULGA, with Ipswich Mayor Councillor Paul Pisasale being appointed President of the Association and Council has received encouragement to rejoin the ULGA, in accordance with a decision made at a ULGA Executive Committee Meeting of 23<sup>rd</sup> July 2008.

In determining whether Council should re-join a number of pro's and con's are immediately evident as follows;

1. Council already has heavy commitments elsewhere, in terms of time and effort, through its memberships with the Local Government Association of Queensland (LGAQ), the Australian Local Government Association (ALGA) and the Council of Mayors (SEQ);

2. Given the role played by these organisations, and the fact that their objectives are similar to those outlined above, it is questionable whether there is any further value to be added by being involved with the ULGA;
3. Conversely, given the magnitude of some of the issues the ULGA discusses with its members and promotes on its member's behalf, the cost of joining the Association and contributing to discussions is fairly insignificant as compared to the potential benefits from the Association's advocacy efforts;
4. An opportunity such as this to network and discuss key issues with purely urban QLD local governments is unique within the current structure of local government bodies.

The 2009 ULGA "Connecting Cities" Annual Conference will cover topics such as sustainability and development, connecting cities/connected urban development, dealing with families in your community during times of tragedy, accessing federal, state and events funding and handling the media in good times and bad. Speakers at the conference will include President Paul Pisasale, LGAQ President Paul Bell, the Minister for Local Government Desley Boyle along with a number of subject matter experts presenting on the topics outlined.

A complete brochure on the 2009 conference can be found on the ULGA's website ([www.ulga.qld.gov.au](http://www.ulga.qld.gov.au)) along with a significant amount of additional information on the Associations rules and aims and objectives, the current ULGA Executive, minutes from previous annual conferences etc. Under the circumstances, it is felt that Council should be represented at the Conference so that a determination can be made on the future direction of the ULGA and whether or not it would be in Council's interests to re-join the Association.

### **RELATIONSHIP TO CORPORATE PLAN**

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

### **FINANCIAL IMPLICATIONS**

The registration costs for this two day conference are \$612.50 per delegate and that, along with travel and accommodation, will be the only cost at this stage.

### **PLANNING SCHEME IMPLICATIONS**

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

### **CONSULTATION**

Consultation on this matter has been undertaken with the CEO and the General Manager Planning and Policy.

**OPTIONS****PREFERRED**

That Council resolve that the Mayor, or a Councillor appointed by the Mayor, attend the 2009 ULGA Annual Conference and report back to Council on the potential value of re-joining the Association.

**ALTERNATIVE**

That Council not send a delegate to the 2009 ULGA Annual Conference affirming the 2007 decision to withdraw from the membership of the Association.

**OFFICER'S RECOMMENDATION/  
COUNCIL RESOLUTION**

Moved by: Cr Ogilvie  
Seconded by: Cr Bowler

**That Council resolve that the Mayor, or a Councillor appointed by the Mayor, attend the 2009 ULGA Annual Conference and report back to Council on the potential value of re-joining the Association.**

**CARRIED**

**15.1.3 SMBI COMMUNITIES ADVISORY COMMITTEE SELECTION PANEL**

**Datworks Filename:** GOV SMBI Advisory Committee  
**Responsible Officer Name:** Gary Stevenson  
Chief Executive Officer  
**Author Name:** Gary Stevenson  
Chief Executive Officer

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**EXECUTIVE SUMMARY**

The SMBI Communities Advisory Committee Selection Panel has met three times and it was originally intended for the decisions made by the Panel to go through the Planning and Policy Committee and direct to Council, however, the process was more comprehensive than initially anticipated and it was not possible to meet the allotted deadline.

The Selection Panel now seeks Council's delegation to the Planning and Policy Committee to consider a report at its next meeting, to appoint the members of the SMBI Communities Advisory Committee.

**PURPOSE**

To delegate authority to the Planning and Policy Committee per the membership of the SMBI Communities Advisory Committee.

**BACKGROUND**

As part of its long term commitment to finding solutions to issues on the Southern Moreton Bay Islands (SMBI), Redland City Council endorsed a strategic framework involving new approaches to communication, community engagement and planning for the islands.

The framework for the SMBI Communities Advisory Committee was adopted at the General Meeting of Council on 25 February 2009.

Nominations from the SMBI community were called for, and applications received have been reviewed by the Selection Panel.

**RELATIONSHIP TO CORPORATE PLAN**

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

**FINANCIAL IMPLICATIONS**

Nil.

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**PLANNING SCHEME IMPLICATIONS**

Nil.

**CONSULTATION**

Consultation has been actioned via the SMBI Communities Advisory Committee Selection Panel.

**OPTIONS****Preferred**

That Council delegates authority to the Planning and Policy Committee to appoint the members of the SMBI Communities Committee.

**OFFICER'S RECOMMENDATION/  
COUNCIL RESOLUTION**

Moved by: Cr Murray  
Seconded by: Cr Townsend

**That Council resolve to delegate authority to the next Planning and Policy Committee meeting, under section 472 of the *Local Government Act 1993*, to appoint the members of the SMBI Communities Advisory Committee.**

**CARRIED**

**16 OTHER BUSINESS****16.1 RESOLUTION OF ITEM 13.3.4****16.1.1 APPLICATION FOR FUNDING - REDLAND CITY CHAMBER OF COMMERCE**

Permission was granted for Cr Elliott to move a motion with a view to resolving item 13.3.4 of today's meeting.

**COUNCIL RESOLUTION**

Moved by: Cr Elliott  
Seconded by: Cr Bowler

**That Council resolve not to approve the request for grant funding from the Redland City Chamber of Commerce.**

**CARRIED**

A division was called for.

Crs Townsend, Bowler, Elliott, Murray, Reimers and Hobson voted in the affirmative.

Crs Boglary, Ogilvie, Henry and Williams voted in the negative.

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

**17 MEETING CLOSURE**

The Mayor declared the meeting closed at 5.51pm.

Signature of Chairperson: \_\_\_\_\_

Confirmation Date: \_\_\_\_\_