



Redland
CITY COUNCIL

MINUTES

GENERAL MEETING

Wednesday, 27 June 2012

The Council Chambers
35 Bloomfield Street
CLEVELAND QLD

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1 DECLARATION OF OPENING

The Mayor declared the meeting open at 10.00am and acknowledged the Quandamooka people, who are the traditional custodians of the land on which Council meets.

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

2 DEVOTIONAL SEGMENT

Pastor Andrew Schulz from Lutheran Church, Cleveland, a member of the Ministers' Fellowship, led Council in a brief devotional segment.

3 RECOGNITION OF ACHIEVEMENT

3.1 EMERGENCY SERVICES MEDAL – TOM SHORT

Redland City Council employee and SES volunteer Tom Short, a specialist air observer and instructor, took part in the international search and rescue operation to find the missing passengers and crew of an inter-island freighter which failed to reach its destination on the eastern outer islands.

Tom joined the Queensland Government's air jet VH-SGY bound for Honiara, more than 2000 kilometres away, to search for the missing persons adrift at sea.

At approximately 4.45am, the crew spotted lifeboats floating about 4 nautical miles south of the aircraft. The sighting occurred just one hour after notification from the RAAF Orion aircraft that it had found the wreckage of the sunken ship.

Following the discovery, a local rescue boat was alerted and the 33 men, 10 women and 6 children, including a one-year old girl, were taken to hospital. All were said to be in good health.

Tom, who was awarded an Emergency Services Medal for distinguished services by members of emergency services across Australia, said this is one of the most successful missions he's assisted in during his 20 years service to the SES.

4 RECORD OF ATTENDANCE AND LEAVE OF ABSENCE

MEMBERS PRESENT:

Cr K Williams	Mayor
Cr A Beard	Deputy Mayor & Councillor Division 8
Cr W Boglary	Councillor Division 1
Cr C Ogilvie	Councillor Division 2 – entered at 10.01am
Cr K Hardman	Councillor Division 3
Cr L Hewlett	Councillor Division 4
Cr M Edwards	Councillor Division 5
Cr J Talty	Councillor Division 6
Cr M Elliott	Councillor Division 7
Cr P Gleeson	Councillor Division 9
Cr P Bishop	Councillor Division 10

EXECUTIVE LEADERSHIP GROUP:

Mr N Clarke	Acting Chief Executive Officer
Mr M Drydale	General Manager Corporate Services
Mr B May	Acting General Manager Environment Planning & Development
Mrs L Rusan	General Manager City Services
Mr L Wallace	Acting General Manager Governance

MINUTES:

Mrs J Parfitt Corporate Meetings & Registers Team Leader

5 RECEIPT AND CONFIRMATION OF MINUTES**5.1 GENERAL MEETING MINUTES 30 MAY 2012**

Moved by: Cr P Bishop
Seconded by: Cr L Hewlett

That the minutes of the General Meeting of Council held on 30 May 2012 be confirmed.

[General Meeting Minutes 30 May 2012](#)

CARRIED

6 MATTERS OUTSTANDING FROM PREVIOUS COUNCIL MEETING MINUTES

The Acting Chief Executive Officer presented the following items for noting:

6.1 PETITION (DIVISION 10) REQUEST FOR A NEW FOOTPATH ON COLLINGWOOD ROAD

At the General Meeting on 26 October 2011 Council resolved that the petition, which reads as follows, be received and referred to a committee or officer for a report back to Council:

"We the undersigned residents of Redland City, hereby petition Redland City Council to provide a new pathway along the southern side of Collingwood Road between Spoonbill Street and Hardy Road, to where a 'school-safe' crossing can be installed across Collingwood Road."

A report addressing this matter was due to be presented to the Planning & Policy Committee meeting on 7.3.2012. At the General Meeting 29.2.2012, the Chief Executive Officer advised the meeting that the above report would be presented at a subsequent meeting, due to further research being required on this matter.

6.2 APPEAL TO RAISE FUNDS TO PURCHASE A PIANO FOR RPAC

At the General Meeting on 14 December 2011 Council resolved that a report be prepared and presented to Council on how to establish such an appeal.

A report addressing this matter will be presented at an ensuing Corporate Services & Governance Committee.

6.3 PARKING RESTRICTIONS IN CLEVELAND

At the General Meeting on 29 February 2012 Council resolved that a report be prepared and presented to Council regarding parking restrictions in Cleveland with the view of easing those restrictions.

A report addressing this matter will be presented at an ensuing Committee meeting.

6.4 PETITION (DIVISION 8) REQUESTING THE COMPLETION OF THE FOOTPATH BETWEEN SHERWOOD COURT AND EUSTON COURT, WELLINGTON POINT (ALEXANDRA HILLS) FOR THE SAFETY OF PEDESTRIANS

At the General Meeting of 28 March 2012 Council resolved that the petition, which reads as follows, be received and referred to City Services to review/investigate and prepare a report to a future Customer Services Committee; and that the principal petitioner be advised in writing accordingly:

“Petition from ratepayers of Redland City requesting that Council complete the footpath between Sherwood Court and Euston Court, Wellington Point (Alexandra Hills) for the safety of pedestrians.”

A report addressing this matter will be presented to an ensuing Committee meeting.

6.5 PETITION (DIVISION 5) REQUEST FOR BITUMEN ON EASTBOURNE TERRACE, MACLEAY ISLAND

At the General Meeting on 30 May 2012 Council resolved that the petition, which reads as follows, be received and referred to a committee or officer for consideration and a report to the local government; and that the principle petitioner be advised in writing accordingly:

“Petition from residents requesting that bitumen on Eastbourne Terrace, Macleay Island is desperately needed”.

A report addressing this matter will be presented to an ensuing Committee meeting.

7 PUBLIC PARTICIPATION

MOTION TO ADJOURN MEETING

Moved by: Cr A Beard

Seconded by: Cr M Elliott

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

CARRIED

1. Mr I Sajko, resident of Mt Cotton, addressed Council on various maintenance issues.

MOTION TO RESUME MEETING

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

That the meeting proceedings resume.

CARRIED

8 PETITIONS AND PRESENTATIONS**8.1 PETITIONS****8.1.1 PETITION (DIVISION 4) REQUEST TO RESTRICT ACCESS DURING TRIATHLON EVENT**

Moved by: Cr L Hewlett
Seconded by: Cr M Elliott

That the petition, which reads as follows, be acknowledged and that Council will take no further action as the matter has been dealt with recently and the principal petitioner will be advised accordingly in writing.

“Petition from residents requesting that Council takes all steps necessary to prevent any part of the Coochiemudlo Island Melaleuca Wetlands Reserve, or the adjacent beachfront, being entered by any person while engaged in any event being conducted as part of the oohsocialsports Coochie Corporate Triathlon currently scheduled for September 29th & 30th, 2012.”

CARRIED

8.1.2 PETITION (DIVISION 2) REQUEST TO PROVIDE PEDESTRIAN PATH ALONG COBURG STREET EAST

Moved by: Cr C Ogilvie
Seconded by: Cr W Boglary

That the petition, which reads as follows, be received and referred to a Committee or officer for consideration and a report to the local government and that the principal petitioner be advised in writing accordingly.

“Petition from residents requesting a pedestrian path is constructed from the corner of Fitzroy Street running along Coburg Street East and joining with the existing path in Island Street. The construction of such a path will allow easy and safe access for those using mobility scooters and walking aids to William Ross Park, Queen Street and the Donald Simpson Centre. This request is in accordance with the Redland 2030 Community Plan; Liveability and quality of life, a better system of pathways, and cleaner greener transport.”

CARRIED

9 MOTION TO ALTER THE ORDER OF BUSINESS

Nil

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

Nil

11 CITY SERVICES COMMITTEE 5 JUNE 2012

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

That the City Services Committee Minutes of 5 June 2012 be received and item resolved under delegated authority be noted.

[City Services Minutes 5 June 2012](#)

CARRIED

ITEM RESOLVED UNDER DELEGATED AUTHORITY**11.2.1 Back to Basics Program****ITEMS FOR CONSIDERATION****11.1 CITY SERVICES****11.1.1 ADOPTED INFRASTRUCTURE CHARGES RESOLUTION & DISESTABLISHMENT OF ALLCONNEX WATER**

Datworks Filename: RTT: Planning - Priority Infrastructure Planning (PIPS)

**Responsible Officer: Murray Erbs
Group Manager City Infrastructure**

**Author: Giles Tyler
Senior Advisor Infrastructure Projects**

EXECUTIVE SUMMARY

This report recommends Council makes a new resolution to adopt infrastructure charges for development (Adopted Infrastructure Charges Resolution or **AICR**) pursuant to section 648D of the *Sustainable Planning Act 2009* (SPA), to recognise the disestablishment of Allconnex.

At its General Meeting (Item 17.3.1) of 25 May 2011, Council resolved to conditionally adopt the State's maximum standard infrastructure charges (adopted charges) and endorse a preferred split of those charges with Allconnex for water supply and wastewater infrastructure networks:

- 1. Adopt the maximum infrastructure charges (adopted charges) prescribed in the State Planning Regulatory Provision for trunk infrastructure pursuant to Division 5A of the Sustainable Planning (Housing Affordability and Infrastructure Charges Reform) Amendment Act 2011, to have effect on the Act's assent or commencement by proclamation, whichever is the later date, and subject to any successful variation to the State's April 2011 notified maximum standard charges applied for by Council;*
 - 4. Delegate authority to the Chief Executive Officer to negotiate and determine an appropriate split of maximum infrastructure charges with Allconnex; and*
-

5. *Direct the Chief Executive Officer to advise the Planning Minister of the agreed split, or if no agreement can be reached before 15 June 2011 with Allconnex, inform the Minister of Council's preferred split.*

An Agreement between Council and Allconnex was entered into on 14 June 2011 specifying the following agreed proportions to apply for the period 1 July 2011 to 30 June 2013:

- Water supply (weighted average): 8%
- Wastewater (weighted average): 23%

At its General Meeting (Item 17.1.2) of 29 June 2011, Council further resolved to make an AICR in a template format provided by the State. This was followed by further resolutions to make minor amendments to the document and clarify the application of charges to certain planning scheme use types. The most recent version is the *Redland City Council Adopted Infrastructure Charges Resolution (incorporating amendment 1.2)*, endorsed 20 February 2012.

PURPOSE

The purpose of the recommendations is to remove any doubt that the current infrastructure charges arrangements will apply to Council's trunk water supply and wastewater networks following the retransfer of water distributor-retailer functions back to Council on 1 July 2012.

Recent disestablishment amendments to the *SEQ Water (Distribution and Retail Restructuring) Act 2009* (the Restructuring Act) and SPA mean that the powers and functions of Allconnex to, inter alia, deal with development applications and impose infrastructure charges will soon cease to have effect. It follows that Council's obligations to Allconnex under SPA will also cease, along with any partnering and service agreements. Consequently, the initial resolution to adopt the maximum standard charges, made on the basis of an agreed split of those charges with Allconnex, needs to be replaced by a new resolution applicable to Council's returning water business and remaining infrastructure networks.

BACKGROUND

As part of the previous Queensland Government's infrastructure charging reform agenda, it introduced a framework for residential and non-residential development to apply for three years; at which time it would be reviewed. The maximum charging framework sets a limit on the amount a local government and distributor retailer can levy for financial contributions towards trunk (or shared) infrastructure.

The Sustainable Planning (*Housing Affordability and Infrastructure Charges Reform*) *Amendment Bill 2011* introduced legislation to amend SPA to allow for the introduction of maximum standard charges and to prevent local governments from levying charges under Planning Scheme Policies. A draft *State Planning Regulatory Provision (SPRP)* introduced the quantum of the charges applicable to different types of development.

As part of the implementation of the maximum standard charges, Council was required to advise the Planning Minister of an agreed charges recovery split between water/sewer and all other networks.

This split ceases to be relevant to the disestablished Allconnex Water, but remains applicable to Council and Redland Water from 1 July 2012. The current AICR identifies variations in the maximum standard charge rate for residential development that is either:

- fully serviced (\$28,000 per dwelling – 3 or more bedrooms);
- no sewer area (\$21,560 per dwelling – 3 or more bedrooms); or
- no sewer or water area (\$19,320 per dwelling – 3 or more bedrooms).

These differences reflect the splits established between Council and Allconnex, being \$19,320 (or 69%) as Council's proportion of the charge and \$8,680 (or 31%) as Allconnex's proportion for fully serviced residential development. The proportional network split* for Council's other networks associated with residential development are:

- stormwater (5.6% or \$1,568 per dwelling – 3 or more bedrooms);
- local roads (17.2% or \$4,816 per dwelling – 3 or more bedrooms)
- cycleways (6.9% or \$1,932 per dwelling – 3 or more bedrooms);
- parks (37% or \$10,360 per dwelling – 3 or more bedrooms); and
- land for community facilities (2.3% or \$644 per dwelling – 3 or more bedrooms).

** these are not weighted but represent a typical network distribution based on residential development charges derived from the establishment cost of each network.*

For non-residential development Council's current 69% proportional split is between local roads and stormwater networks only.

Other agreed elements of the resolution framework include:

- exemptions from the charges for specified uses and particular lot reconfigurations;
- existing lawful use credits;
- no credit given for the reconfiguration of vacant non-residential land;
- maximum standard charges not being applied to the Kinross Rd Structure Plan Area;
- identification of Council's Priority Infrastructure Area (PIA) showing the extent of land which will be provided with urban infrastructure necessary to meet development growth in the city for the next 10 to 15 years (ie. Council's growth management tool that allows it to condition out-of-sequence development for the cost/delivery of external infrastructure); and
- identification of infrastructure service levels and schedules of capital works for the next 10 to 15 years.

These splits and other elements of the charging framework elements remain relevant to all Council infrastructure networks including the returning water supply and wastewater.

ISSUES

A new resolution to adopt infrastructure charges for development (Adopted Infrastructure Charges Resolution) needs to be made to recognise the disestablishment of Allconnex. It is important to remove any doubt that the current infrastructure charges arrangements will apply to Council's trunk water supply and

wastewater networks following the retransfer of water distributor-retailer functions back to Council on 1 July 2012.

Council's solicitor has advised that that each withdrawn/successor council will need to make a new resolution setting their adopted infrastructure charges to apply from 1 July 2012. Both Logan and Gold Coast Council's are similarly in the process of preparing resolutions in readiness for the commencement of their respective water service provider businesses.

By re-adopting the *Redland City Council Adopted Infrastructure Charges Resolution (incorporating amendment 1.2)* with application to Redland Water, Council will resolve any legal and procedural questions associated with its powers to issue infrastructure charge notices and/or set associated development permit conditions, following the legislative change providing for the return water businesses.

The *Redland City Council Adopted Infrastructure Charges Resolution (incorporating amendment 1.2)* makes no specific reference Allconnex Water and is equally applicable to Council/Redland Water in terms of the network splits identified in the Background to this report. The existing AICR can therefore be simply adopted to apply to all areas of Council (including its water supply provider business) from 1 July 2012.

RELATIONSHIP TO CORPORATE PLAN

5. Wise planning and design

We will carefully manage population pressures and use land sustainably while advocating and taking steps to determine limits of growth and carrying capacity on a local and national basis, recognising environmental sensitivities and the distinctive character, heritage and atmosphere of local communities. A well-planned network of urban, rural and bushland areas and responsive infrastructure and transport systems will support strong, healthy communities.

5.12 Plan, provide and advocate for essential physical and social infrastructure that supports community well-being and manage Council's existing infrastructure assets to ensure current service standards are maintained or improved

FINANCIAL IMPLICATIONS

There are no financial implications impacting Council as a result of the officer recommendations of this report.

PLANNING SCHEME IMPLICATIONS

The City Planning & Environment Group was consulted and it is considered that the outcome of recommendations in this report will not result in future amendments to the Redlands Planning Scheme.

CONSULTATION

Consultation was undertaken with Allconnex Water, Sustainable Assessment Group, Legal Services Group and Department of State Development, Infrastructure & Planning (DSDIP).

OPTIONS**Preferred**

That the Council resolve as follows:

1. That the Redland City Council Adopted *Infrastructure Charges Resolution (incorporating amendment 1.2)* made under the *State Planning Regulatory Provision (Adopted Charges)* pursuant to Chapter 8, Division 5A of the *Sustainable Planning Act 2009* ceases to apply to Allconnex Water on 1 July 2012 and will apply to Council's water supply provider business on that date; and
2. To undertake all necessary public notification as prescribed in Chapter 8, Division 5A of the *Sustainable Planning Act 2009*.

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

Moved by: Cr W Boglary

Seconded by: Cr M Elliott

That Council resolve as follows:

1. That the ***Redland City Council Adopted Infrastructure Charges Resolution (incorporating amendment 1.2)*** made under the ***State Planning Regulatory Provision (Adopted Charges)*** pursuant to Chapter 8, Division 5A of the ***Sustainable Planning Act 2009*** ceases to apply to Allconnex Water on 1 July 2012 and will apply to Council's water supply provider business on that date; and
2. To undertake all necessary public notification as prescribed in Chapter 8, Division 5A of the ***Sustainable Planning Act 2009***.

CARRIED (en bloc)

11.1.2 REDWASTE BUSINESS UNIT REPORT FOR JANUARY TO MARCH 2012**Dataworks Filename:** WM - Waste Monthly Reports to Committee**Attachment:** [RedWaste Business Unit Report March 2012](#)**Responsible Officer:** Elisa Underhill
Manager City Enterprises**Author:** Robert Walford
Service Manager - RedWaste

EXECUTIVE SUMMARY

The RedWaste Business Unit Report is presented to Council on a quarterly basis for noting. This report provides details relating to the business unit's performance for the quarter from 1 January 2012 to 31 March 2012 and covers financial and non-financial indicators for waste, as outlined in the Annual Performance Plan (APP) 2011/12, which was adopted by Council in May 2011. The report provides a regular opportunity for Council to consider the performance of the RedWaste Business Unit and to respond to any exceptional reporting.

Most of the report findings will be "business as usual". Where exceptions occur, these will be highlighted.

PURPOSE

To report on the performance of the RedWaste business unit against key performance indicators (KPIs) outlined in the Business Unit's APP for 2011/12 for the quarter from 1 January 2012 to 31 March 2012.

BACKGROUND

The RedWaste Business Unit APP identifies KPIs for which performance targets have been agreed with Council. Reporting is prepared each quarter through Council's Customer Services Committee.

ISSUES

The report is provided to Council as a means of monitoring the performance of business unit's activities. The first part of the attached report comprises a "snapshot" of the business unit's achievement in meeting KPIs (year-to-date) and financial report card.

The report then provides a 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 each of the months, year to date. Where exceptions have occurred and targets not met, an explanation is given as well as action taken to improve performance.

RELATIONSHIP TO CORPORATE PLAN

2. Green living

Our green living choices will improve our quality of life and our children's lives, through our sustainable and energy efficient use of resources, transport and infrastructure, and our well informed responses to risks such as climate change.

2.2 Promote, support and encourage commitment to green living in our community by improving residents' understanding of climate change and achieving greater water, energy and waste conservation and efficiency

2.8 Implement Council's waste management strategy by applying best practice principles in pricing, public awareness, resource management, recycling and recovery

FINANCIAL IMPLICATIONS

There are no financial implications impacting Council as a result of this report.

PLANNING SCHEME IMPLICATIONS

The City Planning & Environment Group was not consulted and it is considered that the outcome of recommendations in this report will not result in amendments to the Redlands Planning Scheme at this point in time.

CONSULTATION

Consultation has occurred with:

- Manager - City Enterprises;
- Management Accountant - Financial Services; and
- Service Manager – RedWaste.

OPTIONS

Preferred

That Council resolve to note the RedWaste Business Unit Report for the quarter ending 31 March 2012, as presented in the attachment.

Alternative

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

OFFICER'S/COMMITTEE RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr W Boglary

Seconded by: Cr M Elliott

That Council resolve to note the RedWaste Business Unit Report for the quarter ending 31 March 2012, as presented in the attachment.

CARRIED (en bloc)

11.1.3 PARK NAMING REQUEST - CLEVELAND SCOUT GROUP

Datworks Filename:	P&R Naming
Attachments:	<u>Cleveland Scouts - History of Thomas Gloster</u> <u>Cleveland Scouts - Locality Map</u>
Responsible Officer:	Lex Smith Manager City Spaces
Author:	Annette Henderson Support Officer Public Place Projects Unit

EXECUTIVE SUMMARY

The purpose of this report is to provide a recommendation on a Park Naming request received by Council based on the Park Naming, Memorials and Tributes Policy Document – POL3068 adopted by Council on 26 September 2007 and Local Law No. 15 Parks and Reserves.

The policy acknowledged that any Council decision, by resolution will take precedence over any aspect of the policy where exceptional circumstances have been demonstrated.

Local recreation parks tribute naming will only be considered in exceptional circumstances to recognise individuals for their eminence and exceptional endeavours associated with the community.

An alternative approach is to consider a tribute park bench option under Guideline Document GL3068-001 Tribute Park Bench Guidelines.

PURPOSE

To recommend that Council resolve to tribute name the land at 26-30 Bainbridge Street, Ormiston (Lots 50, 51 and 55 on SL 1800) (refer Attachment for Locality Map) as “Thomas Gloster Urban Habitat” for Thomas Gloster’s eminence and outstanding contribution associated with the Redlands Community.

BACKGROUND

- A request was received on 9 March 2012 from the Cleveland Scout Group requesting that the Reserve occupied by the Cleveland Scout Group be named Thomas “Grey Owl” Gloster Reserve.
 - It would be inappropriate for Council to include in the naming of conservation land, “Grey Owl”, which is not a native Australian bird species.
 - The preferred name of “Thomas Gloster Urban Habitat” recommended by Council to the Cleveland Scout Group has been accepted by the Scout Group.
-

ISSUES

NAMING OF PARKS OR RESERVES

That Council may by resolution under the provisions of Local Law 15 assign a name to a park or reserve; or change the name of a park or reserve.

In addition, Council adopted the Park Naming, Memorials and Tributes Policy nominates that Local Recreational Parks can be considered for tribute naming or renaming in exceptional circumstances to recognise individuals for their eminence and outstanding endeavour associated with the Redlands community such as:

- Provided extensive community service,
- Worked to foster equality and reduce discrimination'
- Risked his/her life to save others,
- Prior ownership for a significant period of time
- Made a significant financial or non financial contribution to the park.

As an alternative to Tribute Park naming Council now has the option to consider nominating a tribute park bench for individuals or organisations where the individual or organisation being recognised has:

- Provided extensive community service,
- Worked to foster equality and reduce discrimination'
- Risked his/her life to save others,
- The open space in question does not require a bench as determined by the RSC Open Space Plan 2004-2016 embellishment standards relevant to the park classification.
- The Cleveland Scout Group have a Lease Agreement arrangement with Council for the Urban Habitat land on which their Scout Hall is located.

Request to name Urban Habitat on 26-30 Bainbridge Street (corner Gordon Street), Cleveland – "Thomas Gloster Urban Habitat"

Council has received a detail submission from Mr Brendan Day of the Cleveland Scout Group with history of Thomas Gloster (please refer Attachment).

The submission shows that Thomas Gloster nurtured and trained many young men in his service to the Cleveland Scout Group for over two decades.

In accordance with Redland City Council's Conservation Land Management Strategy 2010; the naming must include the classification of the land, which is "Urban Habitat".

The Strategy and Park Naming, Memorials and Tributes Policy prevent the Cleveland Scouts preferred name of 'Thomas "Grey Owl" Gloster Reserve'.

- The preferred name of "Thomas Gloster Urban Habitat" recommended by Council to the Cleveland Scout Group has been accepted by the Scout Group.
- Council's Local Historian has confirmed:

The Gloster family came to Ormiston with the Macartneys and Colonel Thomas Gloster took over the Boy Scout troop and was well known as "Grey Owl". (Refer History Attachment)

- The Chief Commissioner of the Scout Association of Australia, Queensland Branch Inc. has also confirmed the authenticity of the historical facts of Mr Thomas Gloster and approves of the naming of the Cleveland Scout Group Reserve.
- The Cleveland Scout Group will celebrate their 100th Anniversary on 21st July '12 and this would be an appropriate tribute to honour the Cleveland Scouting pioneer and the naming would coincide with this milestone.

RELATIONSHIP TO CORPORATE PLAN

7. Strong and connected communities

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

FINANCIAL IMPLICATIONS

The naming of the parks would involve a financial implication of approximately \$1,000 for the supply and installation of a park name sign.

The acceptance of the recommendations provided would need to be funded from Public Place Projects Unit 2012/13 Park Asset Renewal and Upgrade Program budget.

PLANNING SCHEME IMPLICATIONS

There are no planning scheme implications in this report.

CONSULTATION

The Division 1 Councillor, Strategic Adviser Reserve Management and the Group Manager City Planning and Environment, Senior Property Officer Property Services Unit, Senior Advisor Landscape Design Parks and Conservation Services Unit, and the Group Manager City Spaces and the Service Manager Public Place Projects Unit have been consulted.

Historical information was confirmed by Chief Commissioner of the Scout Association of Australia, Queensland Branch Inc. and Council's Local Historian.

OPTIONS

Preferred

That Council resolve to tribute name the land at 26-30 Bainbridge Street, Ormiston (Lots 50,51 and 55 on SL 1800) as "Thomas Gloster Urban Habitat" for Thomas Gloster's eminence and outstanding endeavour associated with the Redlands Community.

Alternative

That Council decline to approve the naming of the land at 26-30 Bainbridge Street, Ormiston (Lots 50,51 and 55 on SL 1800) as "Thomas Gloster Urban Habitat".

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

Moved by: Cr W Boglary
Seconded by: Cr M Elliott

That Council resolve to tribute name the land at 26-30 Bainbridge Street, Ormiston (Lots 50, 51 and 55 on SL 1800) as "Thomas Gloster Urban Habitat" for Thomas Gloster's eminence and outstanding endeavour associated with the Redlands Community.

CARRIED (en bloc)

11.2 OFFICE OF CEO

11.2.1 BACK TO BASICS PROGRAM

Datworks Filename:	GOV Mayoral Minutes GOV Communication Strategies
Attachment:	<u>POL- 3089 Draft Back to Basics Policy</u>
Responsible Officer:	Gary Stevenson Chief Executive Officer
Author:	Gary Stevenson Chief Executive Officer

EXECUTIVE SUMMARY

The Back to Basics initiative is intended to ensure that Council meets its obligation to continually review its services to ensure that it meets community expectations to provide fundamental local government services as its priority and that it does not compromise the quality of the services by diverting resources to lower priority needs.

PURPOSE

Council is requested to adopt the proposed elements of the Back to Basics program as detailed in this report.

BACKGROUND

At its meeting on 30 May 2012, Council resolved as follows:

- 1. That Council acknowledges that it has an obligation to continually review its services to ensure that it meets community expectations to provide fundamental local government services as its priority and that it does not compromise the quality of the services by diverting resources to lower priority needs, as espoused in Council's Core Business and Service Level Review Policy (POL-3089);*
 - 2. That, to this end the Chief Executive Officer be requested to present a report to Council as a matter of priority which identifies options and recommendations for initiation of a "Back to Basics" program, including but not necessarily limited to the following;*
 - Identification of lower priority services that might be subject to early low-impact reform (e.g. service level or service delivery mode);*
 - Identification and recognition of ongoing operational "Back to Basics" initiatives (e.g. service level or process improvements) when appropriate in reports to Council;*
 - Systematic and progressive review of high cost/low value services that might be subject to more significant reform (e.g. service level or service delivery mode) over a longer period (2 years), noting that this will supersede the existing Core Business and Service Level Review Program; and*
 - Application of a "Back to Basics" policy imperative as an overlay to routine and periodic strategy and policy review, and annual budget development and adoption, and quarterly budget review.*
-

3. *That in addition, the Chief Executive Officer be requested to present a report to Council as a matter of priority which identifies options and recommendations for initiation of a “Red Tape Reduction” program, including but not necessarily limited to the following:*
 - *Establishment of a task-force (possibly constituted as a statutory Advisory Committee) comprising Councillors, community representatives (skills and knowledge based appointments) and relevant senior officers to advise Council on potential reform opportunities to improve efficiency in Council services, with an initial focus on regulatory services; and*
 - *Application of a “Red Tape Reduction” policy imperative as an overlay to the imminent review of Council’s Local Laws.*
4. *That the intention of initiating these reforms is not to achieve radical, unsustainable reform, but rather to ensure that the allocation of resources is efficiently applied to the highest and most fundamental priorities for the community in a considered, effective and sustainable manner; and*
5. *That in embarking on these reforms, Council reaffirms its policy commitment to meaningful engagement with affected parties (including customers, employees and contractors) prior to implementing any significant reform (as espoused in Council’s Core Business and Service Level Review Policy (POL-3089).*

This report is intended to satisfy part 2 of the resolution (i.e. Back to Basics initiative). A separate report relating to part 3 of the resolution (i.e. Red Tape Reduction initiative) will be presented to Council at a later date.

DISCUSSION

As set out in the resolution there are four discernable elements to the Back to Basics initiative as follows:

- Identification of lower priority services that might be subject to early low-impact reform (e.g. service level or service delivery mode);
- Identification and recognition of ongoing operational “Back to Basics” initiatives (e.g. service level or process improvements) when appropriate in reports to Council;
- Systematic and progressive review of high cost/low value services that might be subject to more significant reform (e.g. service level or service delivery mode) over a longer period (2 years), noting that this will supersede the existing Core Business and Service Level Review Program; and
- Application of a “Back to Basics” policy imperative as an overlay to routine and periodic strategy and policy review, and annual budget development and adoption, and quarterly budget review.

Discussion of issues and proposals for each element follow.

Early Reform

Council has over recent years identified some services and undertaken rationalisation including Child Care Services, Caravan Parks and School Based Immunisation Services (which is subject to further review within the next six months). As a result there have been significant changes to service delivery mode with the devolution of responsibility for these services being planned and in some cases undertaken.

More recently, Council has also identified in its resolution of 29 February 2012 relating to its Economic Development program, that there are some activities that could be subject to rationalisation.

Specifically Council resolved (in part) as follows:

That the Business and Tourism Support unit critically reviews, and where necessary, rationalises existing service-oriented programs (e.g. China Trade Office and Ecoman program) to reduce net cost and increase effectiveness of such programs (e.g. Visitor Information Services) and release resources for emerging needs and other more strategic objectives

The Redland City Trade and Investment Office (RCTIO) was established in October 2006, in Guangzhou China. Since 2009, the officer has been employed by Trade and Investment Queensland, under a two year project officer agreement. The officer is available for use by Redland business people wishing to pursue opportunities in China. The overall aim of the office is to generate employment and economic opportunities through trading with China.

A critical review of the China Trade Office has been undertaken by the CEO and it is evident that while the service is considered to be of very high value by those who use it, the reality is that it benefits only a small number of businesses and has had limited demonstrable economic benefit translated to the Redlands. In fact the predominant benefactor is a single small business that has been provided a very high level of support, which might be perceived as inequitable. Earlier reviews presented to Council (e.g. March and May 2011) did not reveal this characteristic of the program.

With this in mind the CEO has negotiated with Trade and Investment Queensland (State Government Department) for the early termination of the agreement with that department. Agreement for termination has been reached that simply requires Council to provide three months notice.

It is recommended that Council should resolve (with delegated authority) to endorse the CEO's intention to terminate the agreement with Trade and Investment Queensland with three months notice. In doing so, Council will achieve approximately \$70,000 pa savings which can then be directed to fund other local economic development activities such as the activation of the Cleveland and Capalaba Master Plans.

The Committee's use of delegated authority is recommended as the timely notification to Trade and Investment Queensland will expedite the realisation of financial savings being. It should be noted that Trade and Investment Queensland has made tentative arrangements for the contract termination in August 2012. Any delay in Council's decision to terminate would delay the date of termination past this

date which may be inconvenient for Trade and Investment Queensland which has responsibility to engage with the contractor and clients.

A review of the Visitor Information Centre contract has also been conducted and it is noted that this contract is due to expire on 12 August 2012. The contract currently costs Council \$180,000 pa and the service is not considered to be achieving optimal outcomes.

In the near future, Council's Business and Tourism Support unit will present proposals for a fresh approach to visitor information services which is expected to significantly enhance the accessibility and effectiveness of the services.

A review of the Ecoman program has not yet been undertaken.

While these initiatives were already in train, it is recommended that the CEO and General Managers be encouraged to present other candidates for early reform to Council over the next few months for its consideration.

Operational Reform

Council employees at all levels continually identify and implement operational initiatives which are consistent with the Back to Basics initiative. It is recommended that Council strongly encourages the continuation of this practice.

To ensure that the operational commitment to this initiative is evident and acknowledged, it is proposed that General Managers and Group Managers be encouraged to present operational initiatives to Committee as they arise from time to time, for information of Councillors and the community.

Systematic Reform

The objective of this element of the Back to Basics program is to systematically and comprehensively review the service needs, service levels, and service delivery mode and reform options, with a view to reallocating resources from lower priority functions and services to higher priority and emerging needs.

It is intended that the General Manager City Services and her respective Group Managers will identify a schedule of functions/services for progressive review by the City Services Committee over a period of two years.

At its July meeting, the City Services Committee will be asked to endorse the initial schedule. It is intended however that the schedule will provide for early review of School Aged Child Care services, which has been the subject of ongoing speculation for several years. Another candidate for early review will be parks and roadside mowing, to facilitate Council's consideration of the appropriate service levels and service delivery mode.

As each review is presented to Committee it is intended that the review inputs will include (but not necessarily be limited to) the following:

- Customer needs/satisfaction survey information
- Current service levels, mode of delivery and cost

- Trends, influences and opportunities
- Process mapping analysis of critical aspects of service delivery
- Benchmarking analysis
- Reform recommendations (it should be noted that some reform recommendations might relate to reduction in service levels but some may relate to enhancement of services where they align with the Back to Basics philosophy).

Committee will be asked to determine its preferred reform option, which will then be the subject of stakeholder consultation (including customers, employees, suppliers, contractors, funders, regulators and unions where appropriate), detailed cost/benefit analysis, and development of an implementation program.

The results of the consultation and further analysis will then be reported back to the City Services Committee for its final determination.

Back to Basics Policy

Council adopted the Core Business and Service Level Review Policy (POL-3089) on 28 April 2010 which includes the following statements that are in some ways related to the Back to Basics initiative:

“Council position is that;

- 1. it has limited financial capacity to meet the increasing expectations of the Community and statutory requirements of other levels of government.*
- 2. it undertakes a large number of diverse business activities providing services and facilities for the community.*
- 3. it must continually review its priorities for providing services and facilities and that it is necessary from time to time to rationalise service levels, delivery mode and/or allocation of resources.*
- 4. there are some business activities that are deemed to be “core business” activities due to their nature and their relative importance.*
- 5. decisions regarding the need for reform will be made in a comprehensive manner with due regard to net cost, perceived value and importance, consistency with broader social, economic and environmental objectives as defined in Councils Community Plan, Corporate Plan, Organisational Development Plan and other strategic documents.*
- 6. decisions regarding the nature of reform will be made in a consultative manner with due regard for the potential implications on employees, customers, business partners and other stakeholders.*
- 7. it will generally not support cost shifting from other Councils of government and will generally not accept an unfunded mandate to undertake new services or provide new facilities unless community demand and support is evident.*
- 8. it will generally not seek to compete with private sector provision of services or facilities where an established or emerging credible supply exists in the market, unless community demand and support is evident.”*

It is recommended that Council retire the Core Business and Service Level Review Policy and replace it with a new Back to Basics Policy which expands on the existing policy and clarifies some intentions particularly in relation to the policy imperative as

an overlay to routine and periodic strategy and policy review, and annual budget development and adoption, and quarterly budget review.

A draft Back to Basics Policy is attached for Committee's consideration.

RELATIONSHIP TO CORPORATE PLAN

This report relates directly and indirectly to a number of objectives in the "Inclusive and Ethical Governance" and "Efficient and Effective organisation" sections of the Corporate Plan.

FINANCIAL IMPLICATIONS

The systematic review process will require significant investment of Officers' time and is expected ultimately to enhance Council's allocation of resources for its' highest priorities.

The decision to terminate the China Trade Office contract will release resources (approximately \$70,000 pa) for other economic development projects.

PLANNING SCHEME IMPLICATIONS

There are no implications for Redlands Planning Scheme.

CONSULTATION

Consultation has been undertaken with the Mayor and General Managers on the development of the report.

OFFICER'S RECOMMENDATION

That Council resolve to:

1. Adopt the attached Back to Basics Policy (POL 3089);
2. Endorse the proposed implementation of the Systematic Reform as set out in this report;
3. Encourage the Chief Executive Officer and General Managers to present operational initiatives consistent with the Back to Basics program to the relevant Committee for awareness and acknowledgement by the Councillors and for the information of the community;
4. Use Committee delegated authority for formal decision making in accordance with Section 257 of the *Local Government Act 2009*, to resolve to endorse the Chief Executive Officer's intention to terminate the China Trade Office contract with Trade and Investment Queensland with three months notice. The use of delegated authority is justified as it will expedite the realisation of financial savings; and
5. Encourage the Chief Executive Officer and General Managers to present other proposals for early reform (e.g. Visitor Information Services) at the earliest opportunity.

**COMMITTEE RECOMMENDATION/
COUNCIL RESOLUTION**

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

That Council resolve to:

1. Adopt the attached Back to Basics Policy (POL 3089); as amended;
2. Endorse the proposed implementation of the Systematic Reform as set out in this report;
3. Encourage the Chief Executive Officer and General Managers to present operational initiatives consistent with the Back to Basics program to the relevant Committee for awareness and acknowledgement by the Councillors and for the information of the community; and
4. Encourage the Chief Executive Officer and General Managers to present other proposals for early reform (e.g. Visitor Information Services) at the earliest opportunity.

CARRIED

COMMITTEE RESOLUTION

Moved by: Cr K Williams
Seconded by: Cr A Beard

That Council resolve to use Committee delegated authority for formal decision making in accordance with Section 257 of the *Local Government Act 2009*, to resolve to endorse the Chief Executive Officer's intention to terminate the China Trade Office contract with Trade and Investment Queensland with three months notice. The use of delegated authority is justified as it will expedite the realisation of financial savings.

CARRIED

COUNCIL RESOLUTION

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

That the Committee Resolution be noted.

CARRIED

11.3 CLOSED SESSION AT COMMITTEE

The Committee meeting was closed to the public under section 72(1) of the *Local Government (Operations) Regulation 2010* to discuss the following items, and following deliberation on these matters, the Committee meeting was again opened to the public.

11.3.1 PROPOSED ROAD OPENING AT EASTBOURNE TERRACE, MACLEAY ISLAND

Datworks Filename: 40223 – Survey Phase
P144990

Responsible Officer: Jason Masters
Survey Services Manager

Author: Michelle Gill
Project Coordinator Survey

EXECUTIVE SUMMARY

A confidential report from Survey Services Manager City Services was discussed in closed session.

OFFICER'S/COMMITTEE RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr W Boglary
Seconded by: Cr M Elliott

That Council resolve as follows:

1. To acquire the land as per attachment, for road purposes;
2. That the Chief Executive Officer be delegated authority under section 257(1)(b) of the *Local Government Act 2009*, to negotiate the purchase price, pursuant to Section 61 of the *Local Government Act 2009*;
3. If negotiations with the owner are unsuccessful, that Council, in accordance with Section 61 of the *Local Government Act 2009* proceed with resumption action under Section 5(1)(b) of the *Acquisitions of Land Act 1967* and the acquired land is then dedicated as road pursuant to Section 51 of the *Land Title Act 1994*;
4. That the Chief Executive Officer be authorised to sign any documentation in relation thereto; and
5. That the report and attachment remain confidential.

CARRIED (en bloc)

**11.3.2 DELEGATED AUTHORITY FOR PREFERRED SUPPLIER FOR THE
COLLECTION, TRANSPORT AND DISPOSAL OF REGULATED AND
OTHER LIQUID WASTE FROM REDLAND CITY COUNCIL WASTE
TRANSFER STATIONS AND CLOSED LANDFILLS**

Dataworks Filename: WM Contract - 1559-11/12 - WST

**Responsible Officer: Elisa Underhill
Manager City Enterprises**

**Author: Robert Walford
Service Manager - RedWaste**

EXECUTIVE SUMMARY

A confidential report from Services Manager RedWaste was discussed in closed session.

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

**Moved by: Cr W Boglary
Seconded by: Cr M Elliott**

That Council resolve as follows:

- 1. To delegate authority to the Chief Executive Officer, under section 257(1)(b) of the *Local Government Act 2009* to:
 - a) Make vary and discharge the contract for Preferred Supplier for the Collection, Transport and Disposal of Regulated and other Liquid Waste from Redland City Council Waste Transfer Stations and Closed Landfills in accordance with the agreed contract terms for any changes;**
 - b) Sign all relevant documentation; and****
- 2. That the report remains confidential.**

CARRIED (en bloc)

11.3.3 WEINAM CREEK CAR PARK UPDATE (CHARGING AND ASSOCIATED INITIATIVES)

Datworks Filename: RTT: Weinam Creek Terminal and Car-park Upgrade

Responsible Officer: Gary Stevenson
Chief Executive Officer

Author: Gary Stevenson
Chief Executive Officer

EXECUTIVE SUMMARY

A confidential report from the Chief Executive Officer was discussed in closed session.

OFFICER'S/COMMITTEE RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr W Boglary

Seconded by: Cr M Elliott

That Council resolve to:

1. Rescind its resolution of 26 October 2011 which was as follows:

"1. Implement the following car parking options to provide a range of choices to consumers;

a) Casual charge (pay and display) at a simple daily rate for occasional users at Weinam Creek;

b) Annual permit fee (not allocated spaces) only for regular and/or dependant users at Weinam Creek (including islands' residents and workers commuting regularly to islands);

c) Premium annual permit fee for a remote secure parking facility to be established which offers allocated and guaranteed spaces (accessible by shuttle service included in permit entitlement); and

d) Free parking areas for those that do not wish to pay;

2. Adopt the pricing and price path as follows:

Charge	Year 1	Year 2	Year 3
Casual charge	\$3.00/day or part thereof	\$4.00/day or part thereof	\$5.00/day or part thereof
Annual permit	\$200.00 pa	\$300.00 pa	\$400.00 pa
Premium (remote secure and allocated parking) annual permit	\$950.00 pa	\$1050.00 pa	\$1150.00 pa

3. Accommodate any Annual Permit applicants demonstrating financial hardship by offering terms of payment in accordance with Council's Exceptional Circumstances Policy;

4. ***Segregate the allocation of permit parking from casual (pay and display) parking at Weinam Creek car park with a nominal allocation of 692 permit spaces and 225 casual spaces (to be reviewed following pre-selling of permits and also to be subject to ongoing review of occupancy rates to maximise allocative efficiency);***
5. ***Provide a minimum of 295 free parking bays at Weinam Creek (in on-street and over-flow car parks);***
6. ***Establish a remote, secure and allocated car park with capacity up to 360 spaces (to be defined following pre-selling of permits) and to allocate capital and operational funds sufficient to do so, including a dedicated shuttle service integrated with the ferry service timetable;***
7. ***Review the allocation of permit car-parking spaces at Weinam Creek and reduce accordingly if the uptake of parking at the remote secure car park is significant (potentially with relocation of on-street car-parking and/or the elimination of the overflow car park adjacent to the cenotaph) following pre-selling of the Premium annual permits;***
8. ***Establish a car hire/share collection/drop-off centre at the Council-owned residential property in Banana Street subject to Development Approval and tendering to commercial operators;***
9. ***Continue to work collaboratively with State Government and private sector interests to develop opportunities for alternative barge service arrangements (including routes, subsidies and other initiatives);***
10. ***Continue to lobby State Government to make improvements to public transport including integration and subsidisation of ticketing for bus/ferry services and the establishment of Go-card facilities;***
11. ***Continue to lobby State Government to establish on-island public transport arrangements;***
12. ***Continue to investigate other recommendations of consultants (previously commissioned by Council to conduct a social and economic impact assessment) and report to Council with recommendations in due course if feasible;***
13. ***Proceed with capital improvements and operational initiatives at the Weinam Creek car park facilities and to establish enhanced operational arrangements including engagement of a Car-park Attendant and CCTV installation;***
14. ***Seek a further report on the financial modelling of the commercialised business activity following pre-selling of permits;***
15. ***Refer capital and operational budget implications to 2011/12 budget as required;***
16. ***Delegate authority to the Chief Executive Officer, under s.257(1)(b) of the Local Government Act 2009, to prepare and submit Development Approval applications for the remote secure car park and the car hire/share collection/drop-off centre;***
17. ***Delegate authority to the Chief Executive Officer, under s.257(1)(b) of the Local Government Act 2009, to call tenders for the multiple commercial use of the car hire/share collection/drop-off centre; and***

18. Acknowledge the many constructive contributions from groups and individuals in relation to Council's deliberations on this matter."

2. Endorse the continued development of initiatives such as car hire/car share, alternative marine transport routes, public transport improvements and that where opportunities appear to be practically achievable, the Chief Executive Officer be requested to present further detailed reports to Council for endorsement;
3. Request the Chief Executive Officer to present a report regarding possible changes to the operating rules for the existing secure car park compound at Weinam Creek to identify options and a recommendation to increase efficiency in the operation of this car-park and to increase its utilisation;
4. Reaffirm its resolution of 7 March 2012, given Council's interest in establishing greater focus on longer term opportunities, which reads in part as follows:
 2. ***"Identify opportunities to develop a pilot project on Council owned land at Weinam Creek and investigate options for alternative uses of the dredge spoil site; and***
 3. ***Instigate discussions with the State Government to identify mutually beneficial opportunities to deliver common objectives of the Redland Bay Centre and Foreshore Master Plan and the draft Southern Moreton Bay Marine Infrastructure Plan, particularly on the car park land located at the foreshore."***
5. Request the Chief Executive Officer to present a further report on a potential partnership with Translink to address short and longer term public transport needs for island communities and the mainland (including the issue of potential financial contribution to Translink) to facilitate development of its policy position and to establish a clear and firm mandate for advocacy and negotiation with State Government; and
6. Endorse the CEO's intention to develop and promptly implement a communication strategy to ensure that the community and any affected parties are informed of Council's re-direction in consultation with the Mayor and Divisional Councillor.

CARRIED (en bloc)

12 ENVIRONMENT & PLANNING COMMITTEE – 6 JUNE 2012

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

That the Environment & Planning Committee Minutes of 6 June 2012 be received.

[Environment & Planning Minutes 6 June 2012](#)

CARRIED

12.1 CITY PLANNING & ENVIRONMENT**12.1.1 LAND ACQUISITION FOR OPEN SPACE THORNESIDE**

Datworks Filename: P&R Division 10 Planning – Birkdale
North/Thorneside

Responsible Officer: Toni Averay
General Manager Environment Planning &
Development

Author: Angela Wright
Principal Advisor Open Space Planning

EXECUTIVE SUMMARY

A confidential report from Acting General Manager Environment Planning & Development was moved in open session.

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

Moved by: Cr J Talty
Seconded by: Cr L Hewlett

That Council resolve as follows:

1. That Council re-confirm its ongoing intention of consolidating open space in the Thorneside area for future recreation purposes and continued conservation of the marine environment and consider acquisition whenever properties are offered for sale; and
2. That this report remains confidential.

CARRIED (en bloc)

12.1.2 REDLANDS PLANNING SCHEME - AMENDMENT PACKAGE 2A**Dataworks Filename:** LUP Redlands Planning Scheme Amendment 2A**Attachments:** [1st SIR Comments - Council Response Full 2A Amendment](#)**Responsible Officer:** Gary Photinos
Group Manager City Planning and Environment**Author:** Martin Hunt
Principal Adviser - City Wide Planning

EXECUTIVE SUMMARY

Council has previously commenced making a number of amendments to the *Redland Planning Scheme 2006* as part of its on-going maintenance and improvement of the current scheme. These amendments are an interim step to improve the efficiency of the current scheme in the lead up to the preparation of the new planning scheme. Current discussions on the preparation of the new scheme have already identified further improvements that can be made which will further improve its efficiency and reduce requirements for development applications.

This package of proposed amendments is entitled the “2A amendment package”. By resolution of Council on the 28th July 2010, and in accordance with the requirements of the *Sustainable Planning Act 2009* (SPA), the 2A amendment package was provided to the (former) Minister for Infrastructure and Planning for the first State interest review. The (former) Minister for Infrastructure and Planning then provided a first State interest review to Council. Council officers have now prepared a response to the first state interest review, and made the amendments suggested (where relevant).

This amendment package was mainly prepared prior to SPA coming into force and so all amendments are grouped together into a single package. Under the current Statutory *Guideline 01/12 – Making or amending local planning instruments* instituted through section 117 of SPA, amendments to Planning Schemes have now been categorised into three categories being:

- Administrative amendments
- Minor amendments
- Major amendments

Each type of amendment now has its own process for amending the planning scheme. Initially it was proposed by the State that Council should undertake the separation of the current 2A package elements into three different sets and three different processes. This was found to be extremely difficult and resulted in considerable time delays and so it was decided to proceed with the full amendment package to the State and determining through negotiation with the (then) Department of Infrastructure and Planning (as part of the first State interest review) which of the proposed amendments can be classified as either “Administrative” or “Minor” so that they can proceed through a shortened amendment process.

As a result of these negotiations, a number of 'minor' amendments, being zone and overlay mapping changes that have resulted from development approvals have been progressed with the State and are no longer part of the 2A amendment package.

It is recommended that Council propose to amend the *Redlands Planning Scheme 2006* and adopt Amendment 2(A) for referral to the Minister for State Development, Infrastructure and Planning for approval to move to the public notification stage.

PURPOSE

To prepare an amendment to the *Redlands Planning Scheme 2006* in accordance with Section 117 of SPA and Statutory Guideline 01/12 – Making or amending local planning instruments and forward to the Minister for State Development, Infrastructure and Planning for approval to move to public notification.

BACKGROUND

The *Redlands Planning Scheme 2006* (the planning scheme) commenced and took effect from 30 March 2006. Since this time, specific matters have been identified as an amendment priority to improve the effectiveness and efficiency of the planning scheme as a planning instrument. The latest version of the planning scheme, version 4 (RPS V.4.0) became effective on the 29th February 2012.

The amendment package was approved by Council in July 2010 and forwarded to State in August 2010. State response to the amendments was received in November 2010. The amendment package was considerably delayed after this date due to a combination of factors including significant resources allocated to undertake the task, organisational change process including voluntary redundancies and changes in State planning legislation and methodology in dealing with amendments resulting in confusion at local and State level on how to progress the amendment package.

With the resolution of the internal issues by the end of last year and after extended discussions with the State on an agreed position on how to deal with the amendment package, the amendments have now progressed. To assist Sustainable Assessment, minor mapping changes (about 300) included in the package that were as a result of council development approvals, were separated out and dealt with under a separate process. These were approved by the State and incorporated into the scheme on the 29th February 2012. A second set of zoning amendments has just been approved by the Minister and will be incorporated into the scheme shortly.

A significant change between the current (reviewed) amendment package and the original sent to State is the removal of all proposed changes to Planning Scheme Policies (PSP's). Firstly, it has been advised to us that many of the policies are no longer allowed to be changed under state legislation. Secondly, that there is a separate process for the amendment of PSP's which is different to the scheme amendment process and thirdly, many of the PSP's that were proposed to be amended in 2010 have now been superseded by the Priority Infrastructure Plan (PIP) and will shortly be removed from the planning scheme altogether.

This aside, there are comparatively few changes to the package recommended by the State agencies and many of them are only minor in nature.

ISSUES

Key matters that have been identified in Amendment 2A include:

1. South East Queensland Regional Plan 2009 – 2031 (effective 28th July 2009) changes
 - i. deletion of all references in the RPS to the Southern Redland Bay Investigation Area
 - ii. deletion of all references to the Integrated Employment Area
2. Implementing the policy directives of Council by:
 - i. amending the underlying zonings Key Resource Area KRA 71 to make them generally consistent with those advertised in the draft RPS (Jan – Apr 2005)
 - ii. specifically identifying mobile home parks in the city and including them in a sub area of the MDR zone with specific provisions;
3. Modification of various provisions by incorporating:
 - i. a range of amendments, such as to the Built to Boundary provisions to bring the RPS into line with the BCA provisions
 - ii. a range of administrative spelling and numbering amendments to correct or clarify minor errors in the scheme
4. A review of the Habitat Protection Overlay:
 - i. tying the Habitat Protection Overlay more closely to the provisions of Council's adopted Biodiversity Strategy 2008-2012
 - ii. re-affirming and strengthening council's position on the environment as an adjunct to its Biodiversity Policy (Corporate POL 3070) and Vegetation Enhancement Policy (Corporate POL – 2609)
 - iii. bringing Council's overlay into alignment with SPP 2/10 South East Queensland Koala Conservation
5. Introduction of self-assessable provisions into the Flood Prone, Storm Tide and Drainage Constrained Land Overlay which allows development to occur on land affected by the overlay but outside of the affected area. This removes the requirement for code assessments where development is not directly affected by the overlay.
6. Changes to Apartment Buildings and Multiple Dwellings codes to increase the level of visitor parking on-site, to improve building design (especially in relation to roof form) and to clarify provisions relating to building heights.

Inclusion or amendment of definitions for improved clarity and meaning in the application of the RPS:

New use definitions for:

- Centre
- Retaining Wall

Amended use definitions for:

- Dwelling House
- Home Business

New administrative definitions for:

- Defined Flood Event
- Family Day Care
- Community Residence
- Major Drainage System
- Minor Drainage System
- Surcharge Loading
- Zone of Influence

Amended administrative definitions for:

- Minor Building work
- Dwelling House
- Native Animals
- Native Plants
- Out of Centre development

These matters are detailed in Attachment 2 – Draft Amendment Package 2A - First State Interest review comments – 25 May 2012

Reporting protocol to the Department of State Development, Infrastructure and Planning requires presentation of all amendments. This requirement results in substantial documentation as one amendment may occur across all 24 zone codes, for example. The detailed reports and models of the amendments in Attachment 2 – Redlands Planning Scheme - Amendment 2(A). Councillors are advised to read the Introduction to the Package to understand the conventions used to demonstrate the changes.

RELATIONSHIP TO CORPORATE PLAN**5. Wise planning and design**

We will carefully manage population pressures and use land sustainably while advocating and taking steps to determine limits of growth and carrying capacity on a local and national basis, recognising environmental sensitivities and the distinctive character, heritage and atmosphere of local communities. A well-planned network of urban, rural and bushland areas and responsive infrastructure and transport systems will support strong, healthy communities.

- 5.1 Prepare and put in place a new planning scheme for the Redlands that reflects the aspirations and expectations outlined in the Community Plan, state interests, recognised in the SEQ Regional Plan and the legal obligations of the Sustainable Planning Act

FINANCIAL IMPLICATIONS

This recommendation does not require any change to the current year's budget as funds have already been allocated from account number 70603.291.0034.821601.

PLANNING SCHEME IMPLICATIONS

The Environment, Planning and Development Group were consulted and it is intended that the outcome of recommendations in this report will result in amendments to the *Redlands Planning Scheme 2006* as detailed in the attachments to this report.

CONSULTATION

Workshops were conducted with Councillors and Executive Officers on:

- Workshop 1 – 12 November 2009
- Workshop 2 – 25 November 2009
- Workshop 3 – 17 December 2009
- Workshop 4 – 01 February 2010
- Council Meeting – 28 July 2010
-

The amendments have also been discussed with:

- City Planning and Environment;
- Sustainable Assessment;
- City Infrastructure;
- Legal Services; and
- Officers within the Department of State Development, Infrastructure and Planning.

OPTIONS

Preferred

That Council resolve to:

1. Adopt revised Amendment 2(A) as detailed in Attachments 1 & 2, in accordance with Section 117 of *SPA and Statutory Guideline 01/12 – Making or amending local planning instruments*; and
2. Write to the Minister, Department of State Development, Infrastructure and Planning to request the Minister's agreement to now publicly notify the proposed planning scheme amendments and call for comment.

Alternative

That Council resolve to not proceed with all or part of the amendment package at this time.

OFFICER'S RECOMMENDATION

That Council resolve to:

1. Adopt revised Amendment 2(A) as detailed in Attachments 1 & 2, in accordance with Section 117 of *SPA and Statutory Guideline 01/12 – Making or amending local planning instruments*; and
2. Write to the Minister, Department of State Development, Infrastructure and Planning to request the Minister's agreement to now publicly notify the proposed planning scheme amendments and call for comment.

COMMITTEE RECOMMENDATION

That Council resolve to:

1. Adopt revised Amendment 2(A) as detailed in Attachments 1 & 2, in accordance with Section 117 of *SPA and Statutory Guideline 01/12 – Making or amending local planning instruments*;
2. Write to the Minister, Department of State Development, Infrastructure and Planning to request the Minister's agreement to now publicly notify the proposed planning scheme amendments and call for comment; and
3. Endorse the Mayor's intent to approach the Minister, Department of State Development, Infrastructure and Planning, to seek clarification regarding the removal of the Thornlands Integrated Employment Area from the Regional Plan and the State's future intentions for the area.

PROPOSED MOTION

Moved by: Cr C Ogilvie
Seconded by: Cr W Boglary

That Council resolve to:

1. Adopt revised Amendment 2(A) as detailed in Attachments 1 & 2, in accordance with Section 117 of *SPA and Statutory Guideline 01/12 – Making or amending local planning instruments*;
2. Write to the Minister, Department of State Development, Infrastructure and Planning to request the Minister's agreement to now publicly notify the proposed planning scheme amendments and call for comment;
3. Endorse the Mayor's intent to approach the Minister, Department of State Development, Infrastructure and Planning, to seek clarification regarding the removal of the Thornlands Integrated Employment Area from the Regional Plan and the State's future intentions for the area; and
4. That the Mayor communicates to the Minister that Council endorses the findings of Council's recent study of land supply for employment purposes in the city, (the SGS Study, Employment and Economic Strategy 2010) which demonstrates we have an oversupply of land zoned for industrial purposes to 2031.

On being put to the vote the motion was LOST.

DIVISION

FOR: Crs Bishop, Gleeson, Elliott, Ogilvie and Boglary

AGAINST: Crs Beard, Talty, Edwards, Hewlett, Hardman and Williams

COUNCIL RESOLUTION

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

That Council resolve to:

1. **Adopt revised Amendment 2(A) as detailed in Attachments 1 & 2, in accordance with Section 117 of *SPA and Statutory Guideline 01/12 – Making or amending local planning instruments*;**

2. **Write to the Minister, Department of State Development, Infrastructure and Planning to request the Minister's agreement to now publicly notify the proposed planning scheme amendments and call for comment; and**
3. **Endorse the Mayor's intent to approach the Minister, Department of State Development, Infrastructure and Planning, to seek clarification regarding the removal of the Thornlands Integrated Employment Area from the Regional Plan and the State's future intentions for the area.**

CARRIED

DIVISION

FOR: Crs Beard, Talty, Elliott, Edwards, Hewlett, Hardman and Williams

AGAINST: Crs Bishop, Gleeson, Ogilvie and Boglary

12.1.3 STATE PLANNING POLICY 1/12 - PROTECTION OF QUEENSLAND'S STRATEGIC CROPPING LAND

Datworks Filename: LUP Redlands Planning Scheme 2015

Attachments: [Figure 1 - Birkdale State Cropping Land](#)
[Figure 2 - Redland Bay State Cropping Land](#)
[Figure 3 - Development Assessment Process](#)

Responsible Officer: Gary Photinos
Group Manager City Planning & Environment

Author: Martin Hunt
Principal Adviser City Wide Planning

EXECUTIVE SUMMARY

The State Planning Policy (SPP) 1/12 - Protection of Queensland's Strategic Cropping Land (SCL) commenced 30th January 2012. The (former) Department of Environment and Resource Management released this SPP to preserve the productive capacity of land that is highly suitable for future crop generation. In developing the SPP, mapping was created identifying the SCL and identified 4 parcels of land within Redlands: two near Uhlam Rd, Birkdale (see Figure 1) and two sites near Serpentine Creek Rd and Scenic Rd, Redland Bay (see Figure 2).

The SPP will influence both development assessment and development of the planning scheme and other local planning instruments and must be implemented. The SPP will focus on controlling material change of use and reconfiguration of lots within the identified SCL or potential SCL portions of the land. Some developments are exempt. Local planning instruments should be amended to protect SCL from residential and extractive resource developments and to reduce potential conflict and pressures from urban growth.

PURPOSE

That Council notes that the new State Planning Policy (SPP) 1/12 - Protection of Queensland's Strategic Cropping Land has been introduced, and that the State Planning Policy will be adopted into the Redlands Planning Scheme 2015 as part of the major review process.

BACKGROUND

- Strategic cropping land is an important, finite resource that is subject to competing land uses from the agriculture, mining and urban development sectors. In response to this, the (former) Department of Environment and Resource Management (DERM) released a State Planning Policy (SPP) as part of the Queensland Government's planning policy and development assessment framework for protecting strategic cropping land (SCL). The SPP focuses on planning and development assessment under the *Sustainable Planning Act 2009* and will operate in tandem with SPP 1/92: Development and the Conservation of Agricultural Land, which applies to a broader range of agricultural lands.

- The SPP was released for comment late in 2011. City Wide Planning reviewed the draft SPP on behalf of RCC and decided that a submission was not necessary. The SCL within Redland is within the strategic land for management area and therefore this brief will only focus on development assessment within this area.
- The State Planning Policy (SPP) 1/12 - Protection of Queensland's Strategic Cropping Land (SCL) commenced 30th January 2012.

ISSUES

CURRENT STATE PLANNING POLICIES

Since 1992 the State has issued a number of State Planning Policies (SPP's). Currently there are 12 SPP's, including the Strategic Cropping Land SPP discussed here.

To quote from the DSDIP website:

State planning policies are planning instruments that the planning minister (or any minister in conjunction with the planning minister) can make to protect things that are of interest to the state.

When a local council is developing their local planning scheme, they must ensure that the planning scheme reflects the elements outlined in state planning policies. If there is a discrepancy between a local planning scheme and a state planning policy, then what is outlined in the state planning policy overrides the planning scheme.

State planning policies have a life span of 10 years if they are not reviewed. State planning policies can be extended to 12 years by the planning minister if its expiry date coincides with an election period or machinery of government changes are occurring.

The following State Planning Policies (SPP's) are current and are used in the assessment of development (where relevant) throughout the city. In the preparation of the new planning scheme, Council will need to demonstrate that all SPP's have been addressed in the provisions of the scheme.

Policy number	Current state planning policy	Commencement date	Expiry date
SPP 1/12	Protection of Queensland's Strategic Cropping Land	30 Jan 2012	30 Jan 2022
SPP 4/11	Protecting wetlands of high ecological significance in Great Barrier Reef catchments	25 Nov 2011	25 Nov 2021
SPP 3/11	Coastal Protection	3 Feb 2012	3 Feb 2022
SPP 2/11	Planning for Stronger, More Resilient Floodplains	20 Sep 2011	20 Sep 2012

Policy number	Current state planning policy	Commencement date	Expiry date
SPP 3/10	Acceleration of compliance assessment	3 Dec 2010	3 Dec 2020
SPP 2/10	South East Queensland Koala Conservation	31 May 2010	31 May 2020
SPP 2/07	Protection of Extractive Resources and Guideline	3 Sep 2007	N/A
SPP 1/07	Housing and Residential Development including Guideline 1.0	29 Jan 2007	29 Jan 2017
SPP 1/03	Mitigating the Adverse Impacts of Flood, Bushfire and Landslide 1.0	1 Sep 2003	1 Sep 2013
SPP 2/02	Planning and Managing Development Involving Acid Sulfate Soils 1.0	18 Nov 2002	18 Nov 2014
SPP 1/02	Development in the Vicinity of Certain Airports and Aviation Facilities 1.0	3 Aug 2002	3 Aug 2013
SPP 1/92	Development and the Conservation of Agricultural Land 1.0	18 Dec 1992	18 Dec 2012

THE PURPOSE OF THE NEW LEGISLATION

The purpose of the SCL legislation is protecting land that is highly suitable for cropping and preserving its productive capacity for future generations. This is important for food security and a diverse economy. The SCL legislation will aim to manage the impact on identified SCL or potential SCL achieve a balance between resource and development and agriculture to best support the regional economic growth. The SPP has mapped two type of strategic land: strategic land for protection and strategic land for management. The SPP will deliver a consistent process for assessing development on SCL or Potential SCL.

STRATEGIC CROPPING LANDS IN REDLANDS

The trigger mapping has identified four sites in Redland City, two near Uhlam Rd, Birkdale (see Figure 1) and two sites near Serpentine Creek Rd and Scenic Rd, Redland Bay (see Figure 2). The SCL is within strategic land for management and is subject to assessment against the SPP.

WHEN DOES THE STATE PLANNING POLICY APPLY?

The following developments within identified SCL must be referred to (former) DERM for SCL assessment as part of obtaining a development approval under SPA:

- Material change of use
- Reconfiguration of a lot

WHAT DEVELOPMENT IS ACCEPTABLE WITHIN STRATEGIC CROPPING LAND

Development that is for a material change of use achieves the policy outcomes of the SPP if the following outcomes are achieved:

- The development includes a footprint of 750 m² to 3000 m² resulting in permanent impacts on SCL or potential SCL and are avoided to the greatest extent possible and any impacts are minimised where unavoidable (any impacts should avoid fragmentation of SCL).
- Developments with a footprint larger than 3000 m² resulting in permanent impacts are demonstrated to have an overriding need (provide public benefit and no other site is suitable) and the permanent impacts are
 - Avoided to the greatest extent
 - Minimised where unavoidable
 - Mitigated where unavoidable.
- The development and subsequent use on SCL or potential SCL are temporary, undertaken within a time limit and result in temporary impacts (restored to pre-development conditions).

Development that is for reconfiguring of a lot achieves the policy outcomes of the SPP if the development does not result in the fragmentation (reducing the suitability of land for cropping) of SCL or Potential SCL unless the applicant is able to demonstrate overriding need for the development.

The development assessment process is presented in Figure 3.

WHAT DEVELOPMENT IS EXEMPT?

There are a number of developments which are excluded from SCL assessment. Any development that supports cropping on farmland does not require assessment of impacts on SCL. This includes buildings, structures and activities and must be directly related to the type of farm operations being undertaken on a property. It does not include activities that value-add to the produce grown on a farm (e.g. a cannery, sugar mill or abattoir are not exempt).

The SPP has provided a list of specific developments which are not subjected to SCL assessment:

- animal husbandry
- animal keeping
- a building, structure or activity supporting cropping on SCL or potential SCL
- cropping
- domestic housing activity
- home-based business
- intensive animal industries, but only to the extent any of the industries are feed lotting
- intensive horticulture
- landing
- outdoor lighting
- roadside stalls
- winery

- any other purposes listed in schedule 13A of the Sustainable Planning Regulation 2009—'Excluded matters for SCL or potential SCL concurrence agency jurisdiction'.

SCL Assessment is also not required for development if in the following areas:

- an urban area (as defined in the Sustainable Planning Regulation 2009)
- an area zoned under a planning scheme for rural residential or future rural residential purposes
- an area described as urban footprint under a regional plan or State planning regulatory provision
- a key resource area

At present none of the four Redland City SLC areas fit within any of these categories.

WHAT IT MEANS TO LOCAL PLANNING INSTRUMENTS

Local planning instruments, structure plans or master plans must be amended to achieve the policy outcomes of this SPP. To achieve this, the following will need to be amended:

- Strategic Cropping Land (SCL) or Potential Strategic Cropping Land is not zoned as urban areas, rural residential, future rural residential or for extractive industries.
 - SCL or potential SCL can be zones as urban areas or for extractive industries when a there is no alternative land available, will result in significant community benefit or the impacts from development are minimised to the greatest extent possible.
- SCL or Potential SCL is not identified as being specifically suitable for permanent plantations.
- A one kilometre buffer between areas of SCL or potential SCL and urban areas is created to minimise land use conflict
- Adopt a minimum lot size for rural zones that is suitable to maintain and support cropping
- Policies to reduce pressure of urban expansion on SCL or potential SCL through higher densities and infill.
- Policies to prevent the fragmentation of SCL or potential SCL
- Use rural precincts only in a manner that protects SCL or potential SCL

SUMMARY

The State Government has released a State Planning Policy (SPP) which protects strategic cropping land (SCL) from unsuitable development and fragmentation in Queensland. SCL is land identified as having a high value for cropping. The State Government has identified two SCL areas in Birkdale and two SCL areas in Redland Bay (refer to figure 2 and 3). The SPP must be reflected in the planning scheme. The Redland Planning Scheme 2006 is currently being amended to reflect SCL requirements through the removal of the "investigation" zone and the application of applicable Rural and Conservation zoning through the 2A Amendment Package. Any development within the identified SCL will be assessed according to the SPP and may be subjected to assessment by the now Department of Environment and Heritage.

RELATIONSHIP TO CORPORATE PLAN

5. Wise planning and design

We will carefully manage population pressures and use land sustainably while advocating and taking steps to determine limits of growth and carrying capacity on a local and national basis, recognising environmental sensitivities and the distinctive character, heritage and atmosphere of local communities. A well-planned network of urban, rural and bushland areas and responsive infrastructure and transport systems will support strong, healthy communities.

- 5.1 Prepare and put in place a new planning scheme for the Redlands that reflects the aspirations and expectations outlined in the Community Plan, state interests, recognised in the SEQ Regional Plan and the legal obligations of the Sustainable Planning Act

FINANCIAL IMPLICATIONS

There are no financial implications impacting Council as a result of this report.

PLANNING SCHEME IMPLICATIONS

The City Planning and Environment 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.

CONSULTATION

Consultation within the City Planning and Environment Group was undertaken in preparation of this report.

OPTIONS

Preferred

That Council resolve to note that the new State Planning Policy (SPP) 1/12 - Protection of Queensland's Strategic Cropping Land has been introduced, and that the State Planning Policy will be adopted into the Redlands Planning Scheme 2015 as part of the major review process.

OFFICER'S RECOMMENDATION

Moved by: Cr M Elliott
Seconded by: Cr W Boglary

That Council resolve to note that the new State Planning Policy (SPP) 1/12 - Protection of Queensland's Strategic Cropping Land has been introduced, and that the State Planning Policy will be adopted into the Redlands Planning Scheme 2015 as part of the major review process.

After being put to the vote the motion was LOST

DIVISION

FOR: Crs Gleeson, Elliot, Edwards and Boglary
AGAINST: Crs Beard, Williams, Hewlett, Hardman and Talty

Cr Ogilvie was not present when the motion was put.

Cr Bishop was absent from the meeting.

**COMMITTEE RECOMMENDATION/
COUNCIL RESOLUTION**

Moved by: Cr J Talty

Seconded by: Cr L Hewlett

That Council resolve to seek further information from State Government on their reasons and determination in these particular properties, before noting the new State Planning Policy (SPP) 1/12.

CARRIED (en bloc)

12.1.4 PROGRESS REPORT - DRAFT REDLAND OPEN SPACE STRATEGY 2026 – FIRST DRAFT FOR PUBLIC REVIEW

Datworks Filename: P&R Open Space Plan 2004-2016

Responsible Officer: Gary Photinos
Group Manager, City Planning and Environment

Author: Angela Wright
Principal Advisor Open Space Planning

EXECUTIVE SUMMARY

Council resolved on 12 February 2012 that the Redlands Open Space Strategy 2026 be adopted for the purposes of public review.

The draft Open Space Strategy for Redland City has been developed.

In the strategy “open space” as defined as “public and private lands that are broadly available for public recreation, pedestrian and cycle movement, sport or for nature conservation purposes”.

Open space, from major sporting and recreation parkland to small parks at the neighbourhood level, is an essential part of life in the Redlands. Our open space is an essential element in delivering and enhancing our quality of life. It provides a wide range of social, health, economic, cultural and environmental benefits and includes our recreation parks, sport parks, foreshore areas, streetscapes, conservation reserves and connected pathways.

Redland City Council now leads the way in innovative open space planning by re-defining open space standards of service. The redefinition has come about after listening to the Redlands community and through deliberations with key stakeholders. Redlands is proposing to move away from a land provision standard as being the primary method for determining shortfall of parks and open space. The previous open space plan made recommendations on how many hectares per 1,000 people was missing in the Redlands open space estate. It made no reference as to why the land was needed or what it was needed for. The plan had broad ideas and embellishment standards but no assessment was made on the function of each park or its suitability for recreation, sporting and community activities. This level of activity assessment was only done during the parks landscape master planning process.

The first draft of the *Redlands Open Space Strategy 2026* proposes a new set of desired standards to aspire to, and to inform park design, project delivery, asset management and maintenance and operation and budgeting. The new standards indicate the recreation activities and opportunities that should be available in public open space. Any calculated shortfalls will be shown through the assessment of what recreation opportunities are missing from each neighbourhood. These activity shortfalls will in turn indicate to Council where the land shortfalls are and what sort of open space is needed to address these activity shortfalls.

This report provides an update on the progress of the community review period of the first draft of the *Redlands Open Space Strategy 2026* which has taken place from March to May 2012.

PURPOSE

The purpose of this report is to present information on the progress of the public review period which has been undertaken in March, April and May 2012.

BACKGROUND

It was determined that the Redlands Open Space Plan 2004 – 2016 would need updating prior to the commencement of Redlands Planning Scheme 2015. A range of strategic planning documents to inform the planning scheme is well underway or complete, including the Redlands Open Space Strategy 2026.

Research and community engagement for the strategy occurred in 2009 and 2010 including participation in the development of Redlands 2030, Community Plan. Workshops and meetings were run in the 2010 and 2011 calendar years with Councillors, ELG and officers from many departments.

Drafting of the strategy commenced in July 2011 and the first draft public review commenced in March 2012.

ISSUES

A new set of open space standards and recommendations is proposed in the first draft of the Redlands Open Space Strategy 2026. These service standards and the resulting recommendations need to be tested with a broad range of people to determine firstly if the community understands and accepts them and secondly to ensure that they are a representation of the needs and expectations expressed during the City's community planning process.

The community feedback initiatives and activities conducted in March, April and May 2012 include;

- The strategy uploaded to the web, including, a copy of the full strategy, an executive summary, the neighbourhood maps, the registration and feedback forms and the walkability checklist. All forms can be completed electronically or by downloading and filling in by hand.
- Invitations to the Redland Community to complete the Heart Foundation Walkability Checklist whilst taking a walk around their neighbourhood. When community members register with Council they are sent the checklist, a copy of the map of their neighbourhood, the executive summary of the report and a feedback form. Volunteers are asked assess their neighbourhood for walkability and give feedback on the location of the recreation activities and proposed standards of service.
- An extensive advertising campaign undertaken in all local papers and 2 half hour interviews undertaken on Bay FM.
- Presentations of the strategy to many interest groups and networks.
- An invitation to professional peers and industry experts to review the strategy.

Future activities will include:

- The awarding of a grant (\$23,300) by the Local Government Association of Queensland to Redland City Council which will allow the strategy and community feedback activities to progress as a Healthy Communities Initiative demonstration project for Queensland.

- The demonstration project will be in two stages.
 - The first being Walkability Days to be held on 16 and 17 June around the City. These activities will target people who have registered already, Council's Hearth Foundation walking groups and a select group of neighbourhoods across the whole city.
 - The second part of the project aims to create tools to operationalise the strategy in a fast and effect manner. These tools will be shared with other local governments.
- Neighbourhood Surveys to be held in 6 locations across the city. The first 4 locations include Alexandra Hills, Wellington Point, Victoria Point and Cleveland. These will be held on the 16 & 17 June alongside the walking activities.
- Additional surveys will be held in Mt Cotton and on the islands at dates still be determined.
- Meetings with Councillors as required
- All Council officers who have an interest in the Strategy have been invited to provide written feedback by the end of June 2012

Feedback activities and Community responses to date

Activity	Participants
Registrations for the Heart Foundation Walkability Checklist	88 registrations (as at 25/5/12)
Completed Heart Foundation Walkability Checklist	9 (as at 25/5/12)
External presentations and meetings	<ul style="list-style-type: none"> • SEQ Council of Mayors, LCCP Project • Redland Disability Network • Redland Seniors Network • SMBI Community Initiative Network • SMBI Forum • Cleveland DSHS, Sport and Recreation Coordinator Martin Hampson • Queensland Health, Jenette Blake • LGAQ, Gillian Myers
Returned Feedback Forms	9 (as at 25/5/12)
Internal presentations	<ul style="list-style-type: none"> • EP&D Lecture Series • City Spaces Group • Customer Service Officers

Activity	Participants
	<ul style="list-style-type: none"> • City Futures Group • City Enterprises • City Planning and Environment • Leila Collins, Social Infrastructure Project Manager • Jessica Grech – RCC Heart Foundation Walking Coordinator • Strengthening Communities Group • Letitia Bouloukos, Community Resource Officer
Other opportunities	<ul style="list-style-type: none"> • Display at the Sports Summit • Display at the Child and Family Redlands Summit and Art Exhibit
Peer Review	<p>Strategy sent to the following people:</p> <p>Dr Ken Marriot from HM Leisure Planning (returned a response)</p> <p>Till Gill, UK writer and consultant (offered to give feedback)</p> <p>Professor Billie Giles Corti, University of Melbourne (offered to give feedback)</p> <p>Ad Professor Tony Veal, University of Technology Sydney</p> <p>Mary Jeavons, Landscape Architect</p> <p>Frances Hudson, Open Space Planner, Brisbane City Council</p> <p>Ass Professor Neil Sipe, Griffith University</p> <p>Dr Jason Byrne, Griffith University</p> <p>David Vial, Director, Integrated Open Space Services</p> <p>Jim Gleeson, Director Plan C</p>
Written feedback and phone calls	11
No analysis has been undertaken as yet of the feedback	

RELATIONSHIP TO CORPORATE PLAN

5. Wise planning and design

We will carefully manage population pressures and use land sustainably while advocating and taking steps to determine limits of growth and carrying capacity on a local and national basis, recognising environmental sensitivities and the distinctive character, heritage and atmosphere of local communities. A well-planned network of urban, rural and bushland areas and responsive infrastructure and transport systems will support strong, healthy communities.

- 5.10 Maintain the quality and liveability of residential areas and protect natural resources
- 5.11 Provide for 'place making' throughout the city through creative and inclusive master planning, local area planning, public art and heritage planning and precinct character planning processes to manage development at a local level
- 5.12 Plan, provide and advocate for essential physical and social infrastructure that supports community well-being and manage Council's existing infrastructure assets to ensure current service standards are maintained or improved
- 5.13 Enhance the city's liveability and enable people to enjoy outdoor activities, social gatherings and community events through planning, providing and managing high quality parks and open spaces

6. Supportive and vibrant economy

Businesses will thrive and jobs will grow from opportunities generated by low impact industries, cultural and outdoor lifestyle activities, ecotourism and quality educational experiences.

- 6.6 Promote Redlands as a high quality tourism destination and encourage the development of sustainable nature-based, heritage and eco-tourism

7. Strong and connected communities

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

- 7.1 Promote festivals, events and activities for people to come together, developing connections and networks to improve community spirit and enhance 'sense of place'
- 7.2 Provide access to quality services, facilities and information that meet the needs of all age groups and communities, especially disadvantaged and vulnerable people
- 7.5 Increase the physical activity participation of residents and deliver programs and incentives that strengthen opportunities for sport and recreation
- 7.7 Increase children and young people's active participation in community life and support their social, cultural and physical development
- 7.8 Support "Ageing Well in the Redlands", to enable active participation in all aspects of community life

FINANCIAL IMPLICATIONS

A Grant has been received from the Local Government Association of Queensland of \$23,300 to trial innovative or easily replicable initiatives and offer insights for other Queensland councils into creating healthy people, places, policies and programs.

Long term financial implications as reported to Council in February 2012 are as follows:

The revision of the Open Space Individual Asset Management Plan will provide a substantial indication of required operational and capital budgetary funds over the life of this strategy period. Once the community review period has been undertaken Council will then be in a better position to understand and assess the financial implications that will ultimately be required for consideration in the 10 year capital and operational forecast budgets. Additionally, further reports to Council will highlight the potential funding that may be available to Council to undertake certain projects within this strategy, as well as provide indication of revenue streams that will be derived from the use of these community assets (e.g. fees and charges associated with park bookings etc).

PLANNING SCHEME IMPLICATIONS

The City Planning and Environment Group was consulted and the recommendations in this report will not require any amendments to the Redlands Planning Scheme during the community review stage.

CONSULTATION

During the preparation of the strategy the following external and internal consultation was conducted:

- Parks booth at the Redlands 2030 Community Plan Speak Outs and workshops
- 3 internal workshops to determine open space values and standards of services framework
- Councillor and Executive Leadership Group workshops x 2
- 6 mapping workshops with a range of officers from across Council
- Individual meetings with key officers and all Councillors over a 12 month period

OPTIONS

Preferred

The purpose of this report is to present information on the progress of the public review period which has been undertaken in March, April and May 2012.

OFFICER'S/COMMITTEE RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr J Talty

Seconded by: Cr L Hewlett

That Council resolve to note this progress report for Community Consultation on the Draft Open Space Strategy 2026.

CARRIED (en bloc)

13 CORPORATE SERVICES & GOVERNANCE COMMITTEE – 12 JUNE 2012

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

That the Corporate Services & Governance Committee Minutes of 12 June 2012 be received and item resolved under delegated authority be noted.

[Corporate Services & Governance Minutes 12 June 2012](#)

CARRIED

ITEM RESOLVED UNDER DELEGATED AUTHORITY**13.3.1 Preferred Supplier for the Collection, Transport and Disposal of Regulated and Other Liquid Waste from Redland City Council Waste Transfer Stations****ITEMS FOR CONSIDERATION****13.1 GOVERNANCE****13.1.1 LIVE STREAMING OF COUNCIL MEETINGS**

Dataworks Filename: GOV Council Meeting Dates & Information

**Responsible Officer: Nick Clarke
General Manager Governance**

**Author: Nick Clarke
General Manager Governance**

EXECUTIVE SUMMARY

An amendment to the *Local Government (Operations) Regulation 2010* earlier this year requires Council to introduce live broadcasting of its Council meetings from 1 January 2013. This report provides a recommendation to commence live broadcasting of Council's General (ordinary) meetings at an earlier date. This will enable Redland ratepayers and others to view Council's meetings through an Internet connection either live, or at any time convenient to the individual. The costs of live broadcasting are considered reasonable given the increased accessibility of these meetings to the public.

PURPOSE

The purpose of this report is to obtain direction from Council regarding future audio and video broadcasts of Council meetings.

BACKGROUND

When resolving to adopt the calendar of Council and Committee meetings at its Post-Election Meeting on 17 May 2012, Councillors discussed the potential to bring forward the commencement date for the live broadcast of Council meetings.

Section 59A *Local Government (Operations) Regulation 2010* requires this Council to commence the broadcast of its monthly General (ordinary) meetings from 1 January

2013. The requirement does not apply to any other meetings, including Special Meetings or meetings of Council's Standing Committees.

The requirement specifies that the broadcast will include both audio and video; will include all parts of the Council meeting to which the public is allowed access; will be broadcast live over the Internet; and will be available for inspection by the public on Council's website (or over the Internet by other means) for a four-year period after the day of the meeting. This Council is one of twelve in Queensland to which this Regulation applies.

At its Post-Election Meeting on 17 May 2012, Council provided some delegated powers to its Standing Committees which may be used when specific criteria are met. It is likely that such delegations will be used most often by the committee that deals with development applications, i.e. the Development Assessment & Community Standards Committee.

It is for this reason that the officer's recommendation below includes a proposal to extend the broadcast arrangements to include meetings held by that Committee. It is also suggested, due to the special nature of the meeting, that the Special Meeting at which Council adopts its annual budget also be included in the broadcast arrangements.

ISSUES

From a technical viewpoint, Council currently has neither the hardware nor the software to provide this service. An appropriate financial provision will be required in 2012/13 financial year to acquire both (capital outlay and operating expenses).

Some preliminary costings have been sought for providing the hardware and maintaining this service for two meetings per month. Due to the commercially sensitive nature of this information, it is provided in a confidential attachment to this report. The indicative costs are reasonable given the increased accessibility that will result. A procurement process is required to select the best of the options available based upon quality and value for money. The total costs of providing this service will be publicly available once implemented.

Once acquired, there will be time required for installation and testing of the equipment before implementation. All reasonable efforts will be made to implement the service as soon as practicable.

There is potential for the broadcasting requirement in the Regulation to be amended under the state government's forthcoming review of the *Local Government Act 2009* and its associated Regulations. It is thought highly unlikely that any amendment would impose additional requirements to those already in place. This proposal exceeds those requirements.

The most significant issue relates to the conduct of Council's meetings. Unlike Federal and State Members, Councillors do not have the protection of parliamentary privilege when speaking in the Chamber. This presents additional risks for this proposal.

Firstly, for Councillors who have no special protection against accusations of defamatory comments, there is a greater risk than currently exists as the meeting broadcast may be accessed far more widely than the usual limited attendance at

meetings. Councillors are reminded that Council is unable to provide insurance against, or reimbursement for legal advice relating to such matters.

Secondly, the recordings of meetings may require editing, after the live broadcast, to remove any remarks which might be construed as being defamatory, as Council bears a risk of action being taken against it for publishing defamatory material irrespective of the source of the alleged defamatory comments, e.g. made by a Councillor, Council officer or a member of the public at a meeting. The Regulation does not currently address this issue, which will need to be explored within the forthcoming review of the *Local Government Act 2009* and its Regulations.

Consideration will have to be given to developing a guideline to enable such editing to occur for subsequent broadcasting after a meeting has concluded. This action should occur only when absolutely necessary to protect Council from a possible civil lawsuit. A copy of the full recording would still be retained as an official Council record. Updated advice to Councillors, Council officers and members of the public participating in Council meetings will be developed to ensure all are aware of these risks.

The Regulation prescribes a four-year timeframe for the retention of the recordings to be available on Council's website or otherwise through the Internet. Given that there are other laws relating to the retention of Council's official documents, the default position will be that Council retains the recordings and provides access to them for the longest of any period required in any relevant law.

RELATIONSHIP TO CORPORATE PLAN

8. Inclusive and ethical governance

Deep engagement, quality leadership at all levels, transparent and accountable democratic processes and a spirit of partnership between the community and Council will enrich residents' participation in local decision making to achieve the community's Redlands 2030 vision and goals

8.2 Provide accessible information through different media to let residents know about local issues and how to get involved in programs and make a positive contribution to their community

8.5 Be transparent and consistent in the way we manage the organisation, its risks and obligations and ensure we are delivering against our priorities

FINANCIAL IMPLICATIONS

This recommendation requires no change to the current year's budget. Budget allocation will be required for 2012/13 broadly in line with the figures provided in the confidential attachment.

PLANNING SCHEME IMPLICATIONS

There are no planning scheme implications.

CONSULTATION

The Chief Executive Officer, General Managers and Chief Information Officer were consulted in the preparation of this report.

OPTIONS**Preferred**

That Council resolve to Instruct the Chief Executive Officer to make all necessary arrangements to commence, as soon as practicable, the live broadcast of all monthly ordinary meetings of Council; all meetings of the Development Assessment & Community Standards Committee; and the Special Meetings of Council to adopt its annual budget.

Alternative

Vary Council's requirement for the broadcast of meetings within the current regulatory framework.

OFFICER'S RECOMMENDATION

That Council resolve to instruct the Chief Executive Officer to make all necessary arrangements to:

1. Commence, as soon as practicable, the live broadcast of all monthly ordinary meetings of Council; all meetings of the Development Assessment & Community Standards Committee; and the Special Meetings of Council to adopt its annual budget; and
2. Make publicly available a copy of each recording through Council's website, or on the Internet by other means, for a period of four years, or for a longer period if required by legislation.

**COMMITTEE RECOMMENDATION/
COUNCIL RESOLUTION**

Moved by: Cr M Edwards
Seconded by: Cr P Gleeson

That Council resolve to defer a decision regarding live broadcasting of meetings for a period of six months.

CARRIED (en bloc)

**13.1.2 MANDATORY TRAINING UNDER COUNCIL'S EXPENSES
REIMBURSEMENT AND PROVISION OF FACILITIES FOR COUNCILLORS
GUIDELINE
GL-3076-001**

Datworks Filename: GOV Councillors - Expenses Reimbursement Policy

Attachment: [Mandatory Training GL-3076-001](#)

Responsible Officer: Nick Clarke
General Manager Governance

Author: Trevor Green
Principal Advisor Corporate and Democratic Governance

EXECUTIVE SUMMARY

Council's Expenses Reimbursement and Provision of Facilities for Councillors Guideline GL-3076-001, states that there are two categories of professional development for Councillors – Mandatory Training and Discretionary Training.

Councillors must attend mandatory training where Council resolves that all Councillors, or a class of Councillors (e.g. newly elected Councillors), or a specified number of Councillors are to attend training courses, conferences, seminars or workshops for skill development related to a Councillor's role. Council will meet all costs.

The attached list is recommended as mandatory training for Councillors under the guideline.

PURPOSE

The purpose of this report is for Council to adopt a list of courses, conferences and similar opportunities, which will constitute mandatory training for the purposes of Council's Expenses Reimbursement and Provision of Facilities for Councillors Guideline GL-3076-001.

BACKGROUND

At Council's General Meeting on 30 May 2012 (Item 12.1.3), Council resolved to adopt the Expenses Reimbursement and Provision of Facilities for Councillors Policy POL-3076 and Guidelines GL-3076-001 Parts A and B.

Section 1.2 of Part A of the guideline states that there are two categories of professional development for Councillors – Mandatory Training and Discretionary Training.

Section 1.2.1 Mandatory Training - states that:

Councillors must attend training where Council resolves that all Councillors, or a class of Councillors (e.g. newly elected Councillors), or a specified number of

Councillors are to attend training courses, conferences, seminars or workshops for skill development related to a Councillor's role. Council will meet all costs.

Examples of mandatory training may include training for Councillor induction, code of conduct, meeting procedures and legislative obligations. A list of courses, conferences and similar opportunities which will constitute mandatory training will be determined by Council resolution from time to time.

The aim of separating training into the two categories is to provide more effective use of the training budget and process efficiencies.

ISSUES

The attached list is recommended as mandatory training for Councillors under Council's Expenses Reimbursement and Provision of Facilities for Councillors Guideline GL-3076-001.

The list may be amended by Council resolution from time to time.

RELATIONSHIP TO CORPORATE PLAN

8. Inclusive and ethical governance

Deep engagement, quality leadership at all levels, transparent and accountable democratic processes and a spirit of partnership between the community and Council will enrich residents' participation in local decision making to achieve the community's Redlands 2030 vision and goals.

8.5 Be transparent and consistent in the way we manage the organisation, its risks and obligations and ensure we are delivering against our priorities.

FINANCIAL IMPLICATIONS

This recommendation does not require any change to the current year's budget as funds have already been allocated for training purposes.

PLANNING SCHEME IMPLICATIONS

There are no City Planning & Environment implications associated with this report.

CONSULTATION

In preparing this report, consultation has occurred with the Office of The Mayor, the Local Government Department and the Local Government Association of Queensland.

OPTIONS

PREFERRED

That Council resolve to adopt the attached list as mandatory training for Councillors under Council's Expenses Reimbursement and Provision of Facilities for Councillors Guideline GL-3076-001.

ALTERNATIVE

That Council resolve to adopt an amended list of training as mandatory training for Councillors under Council's Expenses Reimbursement and Provision of Facilities for Councillors Guideline GL-3076-001.

OFFICER'S RECOMMENDATION

That Council resolve to adopt the attached list as mandatory training for Councillors under Council's Expenses Reimbursement and Provision of Facilities for Councillors Guideline GL-3076-001.

COMMITTEE RECOMMENDATION

That Council resolve to adopt the attached list as mandatory training for Councillors under Council's Expenses Reimbursement and Provision of Facilities for Councillors Guideline GL-3076-001, as amended.

COUNCIL RESOLUTION

Moved by: Cr M Edwards
Seconded by: Cr P Gleeson

1. That Council resolve to adopt the attached list as mandatory training for Councillors under Council's Expenses Reimbursement and Provision of Facilities for Councillors Guideline GL-3076-001, as amended; and
2. That item No. 10 – *Australian Institute of Company Directors – Company Directors Course* be deleted from the list.

CARRIED

13.1.3 2011/12 OPERATIONAL PLAN QUARTERLY REPORT

Datworks Filename:	GOV Corporate Performance Reporting – Quarterly
Attachment:	<u>March 2012 Quarterly Operational Plan</u>
Responsible Officer:	Nick Clarke General Manager Governance
Author:	Luke Wallace Manager Corporate Governance

EXECUTIVE SUMMARY

The *Local Government Act 2009* requires the CEO to present a written assessment of the local government's progress towards implementing the annual operational plan at meetings of council held at regular intervals of not more than 3 months.

Further, in June 2011, Council resolved to adopt a revised Corporate Performance Management Policy and Guideline to take effect from the beginning of the 2011/12 financial year.

This is the third quarterly report to Council under the revised Performance Management Policy and Guideline and provides a comprehensive summary of performance across the organisation for the year to date.

PURPOSE

The purpose of this report is to present Council and the community with an update of performance across a range of organisational functions for the year to date.

BACKGROUND

The performance data attached to this report and summarised in the report itself has been provided by all Council Departments. The aim of the report is to ensure that Council's performance is transparently conveyed to the community in accordance with the principles of the *Local Government Act 2009* and Council's Corporate Plan and to ensure that areas of impaired performance are explained and considered. This quarterly report contains over 500 measures of Council's performance for the financial year to date in the following areas:

- Report against Council's 2011/12 Operational Plan
- Report on key indicators of corporate health (formerly referred to as Balanced Scorecard indicators)
- City Services 3rd quarter report on performance

Where particular indicators of performance are not able to be found in this report, councillors or the community (via enquiries through the CEO) can raise the matter and every endeavour will be made to incorporate the indicator in future quarterly reporting.

ISSUES

Each area of the quarterly performance report is analysed below for Council's consideration.

2011/12 Operational Plan Performance

There were 178 measures in the 2011/12 Operational Plan originally adopted by Council. A summary of the overall status of those projects to this point of the year is as follows;

Project Status	Total Q3 (Percentage)	Total Q2 (Percentage)	Total Q1 (Percentage)
Projects On Track	111 (62.4%)	123 (69.1%)	123 (69.1%)
Projects Completed	23 (12.9%)	13 (7.3%)	5 (2.8%)
Projects Not Commenced	4 (2.2%)	9 (5.0%)	24 (13.5%)
Projects Delayed	24 (13.5%)	19 (10.7%)	18 (10.1%)
Projects Cancelled	16 (9%)	14 (7.9%)	8 (4.5%)

It is noted that a total of 75.3% of projects are either "on track" or completed as at the end of the third quarter. A further 4 projects (2.2%) had not been commenced as at 31 March 2012 and a further 24 projects (13.5%) are delayed. Explanations for the delays are contained in the attached report. Management advise that they are still hopeful these projects will be brought back on track by the end of the year.

Council approved the removal of 14 projects from the Operational Plan over the first two quarters of the year. This volume of cancellations is abnormally high. It has occurred because of the fact that when the Operational Plan was being finalised for adoption by Council in May/June 2011 there was significant uncertainty around Council's immediate financial position due to the impacts of State Government imposed water price capping and infrastructure charges capping. As such, projects were included in the Operational Plan in the genuine expectation that they would be completed but subsequent financial reviews have determined that completion of all projects originally planned will not be possible.

During the course of the third quarter, it has become evident that a further two projects will not be able to be delivered this financial year as follows;

Project	Lead Group
6.6.2 Build support for an industry led economic development and tourism advisory body	Commercial Services
9.2.2 Develop and implement initiatives to enhance council's capacity to recruit and retain employees	People and Change

It is noted that initiatives to replace these projects have been included in the draft 2012/13 Operational Plan so the benefits expected will still be realised.

Key Corporate Indicators (Formerly Known as Balanced Scorecard Indicators)

Ten “key corporate” indicators are listed in the attachment to this report. These were formerly referred to as Balanced Scorecard indicators in reporting to Council. Of the ten indicators, five have achieved a result of satisfactory or better and five are behind target. Explanations for the indicators that are behind target are provided in the attachment and a brief summary is provided in the table below;

Indicator Type	Reasons Behind Target
Asset Management Plans	Whilst Council still has a full suite of asset management plans and Managers continue to operate according to those plans, the coordination and management functions relating to capturing and reporting asset management plan actions has not been maintained in recent months. This issue will be resolved when the Corporate Services restructure is bedded in over the next few months with all positions recruited. At that point the Asset Management Steering Committee will be re-established and the issue of Infrastructure Asset Management Plans (IAMPs) will be reviewed.
Internal Audit Plan	Internal Audit continues to operate with reduced staffing levels. Extreme and high risk audit actions are being prioritised during this period.
Workplace Health & Safety Indicators	<p><u>Workplace Health and Safety (WH&S) Management Plan Actions</u></p> <p>WH&S traditionally set very high benchmarks as Council strives to ensure the highest possible standards. WH&S Management Plan actions are slightly behind target but it is noted that significant progress and improvement was made in the third quarter. Every effort has been made to bring this target up to scratch over the fourth quarter of 2011/12.</p> <p><u>Lost Time Injuries</u></p> <p>During the third quarter nine lost time injury claims were recorded relating to eight staff members. This compared to only two lost time injuries in Q2. Regrettably this means that Council is slightly in arrears of its lost time injury target. Every effort is made to ensure these staff are returned to work in excellent physical shape through Council’s rehabilitation program and to date six of the eight individuals have received full clearance and returned to work, one claimant has returned to work part-time on suitable duties and one claimant is still absent from work and receiving rehabilitation.</p> <p><u>Workers’ Compensation Total Hours Lost</u></p> <p>Council is having difficulty achieving this target at the moment because of some existing long term injuries that are requiring significant rehabilitation efforts. As usual, every effort is being made to return staff to work in the best possible physical and mental shape in either their normal role or suitable alternative duties.</p>

City Services Quarterly Report

The attached reports provide a range of information on City Services activities for the three months to March 2012. Any abnormal or noteworthy results are explained in the management commentary of the attachments. The following activities are further highlighted for Council to note:

Group	Highlighted Activities
Community and Cultural Services	<ul style="list-style-type: none"> • Client satisfaction survey on community care services indicated an overall satisfaction rating of 89%. This is the third successive year that the satisfaction level has risen • Strong growth evident from March 2011 to March 2012 across all home assist secure services and most particularly in the areas of home modifications and bulky waste collection
City Spaces	<ul style="list-style-type: none"> • 11058 visitors to Indigiscapes during the third quarter • 817 calls to the Redland Wildlife Care network for the quarter with 37 of those relating to koalas • 526 calls to the Redland After Hours Wildlife Ambulance with 62 of those relating to koalas • Mowing program on schedule for third quarter • 27.9 cubic metres of rubbish collected from waterways for third quarter • Cleveland Aquatic Centre and Russell Island Pool attendances are up for the March 2012 quarter compared to the March 2011 quarter due to improved weather conditions • March 2012 quarter occupancy rates slightly higher for North Stradbroke holiday parks as compared to March 2011 quarter
Project Delivery Group	<ul style="list-style-type: none"> • Please refer to the attachment to review the current status and planned completion date for all Project Delivery Group projects
City Infrastructure *	<ul style="list-style-type: none"> • 2.42 lineal metres of unsealed road repairs on the mainland and 7.13 lineal metres of unsealed road repairs on the islands for Q3 • 5337 potholes repaired during the third quarter • 120km of footpaths inspected during the third quarter with 76 hazards repaired at a cost of approximately \$53,000 • 153 signs vandalised or graffitied during Q3 costing \$11,850 to repair

RELATIONSHIP TO CORPORATE PLAN

8. Inclusive and ethical governance

8.1 Embed the visions and goals of the Redlands 2030 Community Plan into our planning, operations and culture and develop effective reporting and monitoring arrangements to show how we are progressing on implementation of the Community Plan and this Corporate Plan

FINANCIAL IMPLICATIONS

There are no direct financial implications impacting Council as a result of this report.

PLANNING SCHEME IMPLICATIONS

Not applicable

CONSULTATION

Consultation on this report was undertaken with management and staff throughout Council

OPTIONS**Preferred**

- 1 That Council note the quarterly Corporate Performance Report; and
- 2 That the projects listed below be removed from the 2011/12 Operational Plan:
 - a) Build support for an industry led economic development and tourism advisory body; and
 - b) Develop and implement initiatives to enhance council's capacity to recruit and retain employees.

Alternative

That Council does not endorse the quarterly corporate performance report and seeks the provision of further information

OFFICER'S RECOMMENDATION

That Council resolve to:

1. Note the quarterly Corporate Performance Report; and
2. Endorse the removal of the following projects from the 2011/12 Operational Plan:
 - a) Build support for an industry led economic development and tourism advisory body; and
 - b) Develop and implement initiatives to enhance council's capacity to recruit and retain employees.

**COMMITTEE RECOMMENDATION/
COUNCIL RESOLUTION**

Moved by: Cr M Edwards

Seconded by: Cr P Gleeson

That Council resolve to:

- 1. Note the quarterly Corporate Performance Report; and**
- 2. Endorse the rollover of the following projects from the 2011/12 Operational Plan to the 2012/13 Operational Plan:**
 - a) Build support for an industry led economic development and tourism advisory body; and**
 - b) Develop and implement initiatives to enhance council's capacity to recruit and retain employees.**

CARRIED (en bloc)

13.1.4 ADOPTION OF OPERATIONAL PLAN 2012/13 AND PROPOSED CHANGES TO QUARTERLY PERFORMANCE REPORTING

Datworks filename: GOV Operational Plan 2012/2013

Attachments: [Appendix A - Operational Plan 2012 13](#)
[Appendix B - Draft Indicators for quarterly reporting 29 May 2012](#)

Responsible Officer: Luke Wallace
Manager Corporate Governance

Author: Jo Jones
Services Manager Corporate Planning and Performance

EXECUTIVE SUMMARY

The *Local Government Act 2009* (LG Act) requires Council to adopt an Operational Plan each year, outlining plans for the coming financial year to deliver the Corporate Plan. Council's current Corporate Plan was adopted in 2010 so the Operational Plan is the third of five Operational Plans in the life of the current Corporate Plan. This report provides the draft Operational Plan (Appendix A) which has been developed in consultation with officers and Councillors.

On 29 June 2011, Council adopted a performance management framework. This framework includes quarterly reporting as required under the LG Act. To date, the quarterly report has incorporated a quarterly status update on operational plan projects, performance indicators which had previously been reported to councillors in a monthly balanced scorecard report and information which had previously been reported to the Customer Services Committee relating to core services delivered by the City Services Department. The development of the Operational Plan provides the opportunity to review and rationalise this reporting and better align the performance information to the Corporate Plan strategies.

The draft Operational Plan is structured to reflect the Redlands 2030 Community Plan and the Corporate Plan 2010-2015. It includes high level projects to be delivered in 2012/13 which directly contribute to the delivery of our Corporate and Community Plans.

PURPOSE

The purpose of this report is to recommend the adoption of the Operational Plan 2012/13 and also to discuss options for changes to the format of the quarterly performance report.

BACKGROUND

The Operational Plan forms an important part of council's strategic planning and sets out the work we plan to deliver towards achievement of the Corporate Plan. Development of the Operational Plan is closely linked to the budget development process.

Council adopted its Community Plan, Redlands 2030, in 2010 which sets out the long term vision of the community and outlines eight outcome areas. Council's Corporate Plan, adopted after the Community Plan, explains what Council will do in the next five years to advance the delivery of the Community Plan. Each year, an Operational Plan must be adopted which includes details of what action council will take towards delivery of the Corporate Plan.

Throughout 2010 and 2011, Council carried out a review of its performance management arrangements and in June 2011 a new performance management framework was adopted. One element of the framework is a quarterly report to Councillors which provides information about progress of the Operational and Corporate Plans as required under the LG Act.

ISSUES

The 2012/13 Operational Plan (attached) contains 87 projects. Progress against the Plan will be reported quarterly to this Committee.

Currently a range of performance indicators are presented alongside the quarterly Operational Plan progress report. The City Services report was previously prepared and presented to the Customer Services Committee on a monthly basis. This report contains detailed information about the services provided in City Services department. In addition, Councillors also receive a report containing the former balanced scorecard indicators.

The LG Act (Finance, Plans and Reporting Regulation Section 123) stipulates that the Operational Plan must state how Council's Corporate Plan will be advanced in the next year. The LG Act (Finance, Plans and Reporting Regulation Section 121) further states that the Corporate Plan must outline the strategic direction of Council. Given therefore that the Operational Plan is effectively a document that shows how Council is going to advance towards its strategic goals in the next year, it is appropriate that the document should be limited to those projects and programs that meet that criteria with core service delivery indicators reported separately.

City Services report

As part of the review of corporate performance reporting, this report changed from monthly to quarterly reporting. Managers within City Services have reviewed the information which was being reported and have suggested a reduced number of indicators (initially there had been several hundred indicators). It is proposed that these indicators be incorporated into the list of performance indicators attached as appendix B and provided to Councillors and management on a quarterly basis. Councillors are still able to request information on other services or service levels not included in appendix B at any time by contacting the relevant manager.

Balanced scorecard indicators

Council used to receive a monthly balanced scorecard but as part of the review of the performance management framework, it was agreed that the indicators would be reported quarterly.

The corporate balanced scorecard used to form part of a wider performance management system which included group balanced scorecards, linked to management performance reviews and bonuses. The corporate balanced scorecard was intended to provide an overall score to Councillors to show whether overall performance of the organisation was satisfactory or not. The group level reporting is no longer used as senior management bonuses have now almost been completely phased out. As such it is felt that there is limited value in reporting the balanced scorecard in its current form.

The balanced scorecard is not aligned to the Corporate Plan and while some of the indicators are still relevant and should be provided to Councillors and management, there are other indicators that are already reported elsewhere. For example the financial indicators are reported through monthly financial reports to Council.

Officers have reviewed the indicators in the corporate balanced scorecard. Some have been incorporated into the list of performance indicators (appendix B) but it is recommended that others are no longer reported as they are already reported elsewhere or are no longer a relevant measure of performance in that particular area.

RELATIONSHIP TO CORPORATE PLAN

8. Inclusive and ethical governance

Deep engagement, quality leadership at all levels, transparent and accountable democratic processes and a spirit of partnership between the community and Council will enrich residents' participation in local decision making to achieve the community's Redlands 2030 vision and goals

8.1 Embed the visions and goals of the Redlands 2030 Community Plan into our planning, operations and culture and develop effective reporting and monitoring arrangements to show how we are progressing on implementation of the Community Plan and this Corporate Plan.

FINANCIAL IMPLICATIONS

The development of the Operational Plan is closely aligned to the development of Council's budget for 2012/13. The Operational Plan has implications for Council's capital and operational expenditure and these have been reflected in the development of the 2012/13 budget which Councillors will be asked to endorse in the near future.

PLANNING SCHEME IMPLICATIONS

The City Planning & Environment 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 Operational Plan has been developed in consultation with officers, group managers, the Executive Leadership Group and Councillors. A Councillor workshop was held on Monday 28 May to discuss a draft version of the plan. The plan is based on the Corporate Plan and Redlands 2030 Community Plan, both of which were based on extensive community consultation.

OPTIONS**Preferred**

That Council resolve as follows:

1. That Council approve the Operational Plan 2012/13 as attached; and
2. That the performance indicators listed in appendix B will be reported to Councillors and management on a quarterly basis

Alternative

That Council approves the Operational Plan 2012/13 subject to amendments

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

Moved by: Cr M Edwards

Seconded by: Cr P Gleeson

That Council resolve as follows:

1. That Council approve the Operational Plan 2012/13 as attached; and
2. That the performance indicators listed in appendix B will be reported to Councillors and management on a quarterly basis.

CARRIED (en bloc)

13.2 CORPORATE SERVICES

13.2.1 QUARTERLY BUSINESS ACTIVITY REPORT

Datworks Filename: Quarterly Business Activity (Type 3) Reports

Attachment: [May 2012 Type 3 Reports](#)

Responsible Officer: Gavin Holdway
Group Manager Financial Services

Author: Helen Griffith
Management Accountant Commercial

EXECUTIVE SUMMARY

The attached report shows the Operating Statements for Council's business activities subject to the Code of Competitive Conduct ending May 2012.

PURPOSE

Council resolved to apply the Code of Competitive Conduct to 9 Business Activities (Type 3's) as part of its 2011/12 adopted budget. This report highlights actual to budget results for revenue and expenditure and provides commentary on major variations.

BACKGROUND

In line with previous reports this document presents the operational results for 8 of the 9 Business Activities Council adopted as part of its 2011/12 budget process.

ISSUES

In accordance with Council discussion, previous tenders and negotiations, Caravan Parks and Camping are expected to transition out of Council ownership on the 16th June 2012.

The final reporting period (June 2012) will encompass the usual accounting accruals and therefore the final 2011/12 end of year financials will reflect the full year position and may look significantly different to that shown here.

RELATIONSHIP TO CORPORATE PLAN

8. Inclusive and ethical governance

Deep engagement, quality leadership at all levels, transparent and accountable democratic processes and a spirit of partnership between the community and Council will enrich residents' participation in local decision making to achieve the community's Redlands 2030 vision and goals

8.7 Ensure Council resource allocation is sustainable and delivers on Council and community priorities

FINANCIAL IMPLICATIONS

Financial statements for 8 of the 9 Business Activities that Council has resolved to apply the Code of Competitive Conduct to in the 2011/12 year are in the attached report. In line with previous quarterly submissions reporting for the Marine Transport business activity has not been supplied for May. The Marine Transport business activity is currently under review to improve the information contained and extracted from the financial management system.

Redland Art Gallery

Redland Art Gallery received less donations than expected and expenses were under budget by \$8K.

School Age Care

School Age Care parent liabilities are under recovered and partially offset by increased attendances. Expenses were under budget by \$26K mainly because of the extra costs aligned to increased attendances.

Cemetery Development & Maintenance

Cemetery Development & Maintenance had an increase in revenue of \$20K due to a greater number of burials and an extra State Government Grant for a project completed in the 10/11 year. Expenses have increased in line with a higher number of burials.

Fleet Leasing and Operations

Fleet Leasing and Operations over-recovered in operating revenue mainly owing to the catchup in Allconnex recoveries and Government Diesel rebates, this was offset by an under-recovery in internal revenue. Internal expenses are overspent by \$60K with employee costs, materials and services and depreciation underspent by \$264K.

Quarry Operations

Quarry Operations internal gravel sales exceeded budget by \$102K and expenditure on employees and goods and services is under by \$70K due to wet weather. Expenditure is forecasted to align to budgets by year end.

Caravan Parks and Camping

Caravan Parks and Camping had an under-recovery in revenue of \$290K mostly due to the new procedure with DERM for Foreshore Camping and 4WD permits. (This new procedure entails RCC collecting the money recording it as a liability, on-forwarding it to DERM who put it through their books then return it to RCC. Note: this is only a timing issue and will only happen until June 2012). The negative result was compounded by an increase in collection agency fees, Allconnex utility charges and Internal Litter bins. An increase in Depreciation has also had a negative effect on the program.

Building Certification

Building Certification is under recovered in Domestic Inspection and DA fee recoveries whilst being over in Domestic and Commercial Fee recovery. Materials and Services are underspent year to date and final entries relating to any community service obligations will be accordingly balanced and taken up in the final reporting period.

Redland Performing Arts Centre

Redland Performing Arts Centre has increased revenue due in part to deposits for future events.

PLANNING SCHEME IMPLICATIONS

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

CONSULTATION

The reports were reviewed and commented on by the relevant areas of the business. In line with legislative requirements an annual review of the business activities will be conducted as part of the 2012/13 budget development process and these actual reports will provide information in the review process.

OPTIONS

Preferred

That Council resolve to note the Business Activity reports to which the Code of Competitive Conduct applies for May 2012 as presented in the attachment.

Alternative

That Council requests additional information

OFFICER'S/COMMITTEE RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr M Edwards

Seconded by: Cr P Gleeson

That Council resolve to note the Business Activity reports to which the Code of Competitive Conduct applies for May 2012 as presented in the attachment.

CARRIED (en bloc)

13.2.2 APPROVAL OF ALLOWABLE SPENDING BEFORE BUDGET ADOPTION

Dataworks Filename: FM Corporate Budget

Attachment: [Projects July 2012](#)

Responsible Officer: Martin Drydale
General Manager Corporate Services

Author: Grant Tanham-Kelly
Service Manager Strategic Finance

EXECUTIVE SUMMARY

Due to the deferral of the Local Government Elections from 31st March to 28th of April, the allocated time available in the 2011/12 financial year for 2012/13 budget preparation and workshops has been significantly reduced.

This gives rise to the very real possibility that the 2012/13 budget may not be adopted by Council by the 30th of June 2012.

Irrespective of whether the 2012/13 budget is formally adopted, there will be 2012/13 capital and operational jobs which for various reasons will need to commence on the 1st of July 2012 (refer Attachment 1).

Under Section 101 of the Local Government (Finance, Plans and Reporting) Regulation 2010, unauthorised spending on capital and operational projects is permissible prior to budget adoption, if the local government provides for the spending in the budget for the financial year.

Although this type of approval is not required by resolution, it is considered prudent to seek Council resolution for transparency to identify such projects and agree to works commencing prior to budget adoption

PURPOSE

The purpose of this paper is to identify all projects that require a start date of 1 July 2012 from an expenditure perspective. These projects will be discussed in detail in a June 2012 budget workshop and approval is sought to expend funds in 2012/13 prior to budget adoption.

BACKGROUND

Historically Redland City Council adopts its following year's budget by 30 June.

Due to the deferral of the Local Government Elections the allocated time for budget workshops has been reduced and placed pressure on the completion date of the 2012/13 budget.

By forward planning Council can alleviate the impact this may have on some capital and operational project delivery on projects that require commencement financially from 1 July 2012.

ISSUES

Given the complexities, resources available and limited timeframes of the identified projects, any impediment to their start date may have a flow on impact to their ultimate success.

RELATIONSHIP TO CORPORATE PLAN

9. An efficient and effective organisation

Council is well respected and seen as an excellent organisation which manages resources in an efficient and effective way

- 9.5 Ensure robust long term financial planning is in place to protect the financial sustainability of Council

FINANCIAL IMPLICATIONS

Any spending on capital and operational projects which are provided with an approval to commence from 1 July 2012 prior to budget adoption must be included in Council's adopted budget.

OPTIONS

Preferred

That Council resolve to approve expenditure on the identified new capital and operational projects included in Attachment 1 prior to 2012/13 budget adoption.

Alternative

Defer the commencement of all new capital and operational projects until the 2012/13 budget has been formally adopted.

OFFICER'S/COMMITTEE RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr M Edwards
Seconded by: Cr P Gleeson

That Council resolve to approve expenditure on the identified new capital and operational projects included in Attachment 1 prior to 2012/13 budget adoption.

CARRIED (en bloc)

13.2.3 MAY 2012 MONTHLY FINANCIAL REPORTS**Dataworks Filename:** FM Monthly Financial Reports to Committee**Attachment:** [EOM RCC Reports May 2012](#)**Responsible Officer:** Martin Drydale
General Manager Corporate Services**Author:** Sandra Bridgeman
Financial Reporting Manager

EXECUTIVE SUMMARY

Section 152(2) of the *Local Government (Finance Plans & Reporting) Regulation 2010* requires the Chief Executive Officer to present the financial report to a monthly meeting.

The financial statements for May 2012 demonstrate that Council exceeded targets set in the 2011-2012 budget for five of the seven Financial Stability Key Financial Performance Indicators. These are:

- ability to pay our bills – current ratio
- ability to repay our debt – debt servicing ratio
- cash balance
- cash balances – cash capacity in months
- long term financial stability – debt to assets ratio

The following Financial Stability Ratio Key Financial Performance Indicators are unfavourable and outside of Council's target range:

- level of dependence on general rate revenue
- operating performance

With respect to the five measures of sustainability adopted as part of the 2011-2012 budget Council is currently meeting all five of the five targets. The measures currently being met are:

- net financial liabilities ratio
- interest cover ratio
- asset consumption ratio
- operating surplus ratio

Council's system is currently being structured to measure its' asset sustainability ratio.

PURPOSE

The purpose is to present the May 2012 financial report to Council and explain the content and analysis of the report. Section 152(2) of the *Local Government (Finance, Plans & Reporting) Regulation 2010* 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 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.

ISSUES

Please refer to the attached Monthly Financial Performance Report.

RELATIONSHIP TO CORPORATE PLAN

8. Inclusive and ethical governance

Deep engagement, quality leadership at all levels, transparent and accountable democratic processes and a spirit of partnership between the community and Council will enrich residents' participation in local decision making to achieve the community's Redlands 2030 vision and goals

8.7 Ensure Council resource allocation is sustainable and delivers on Council and community priorities

8.8 Provide clear information to citizens about how rates, fees and charges are set and how Council intends to finance the delivery of the Community Plan and Corporate Plan

FINANCIAL IMPLICATIONS

Please refer to the attached Monthly Financial Performance Report.

Council has been given confirmation by Queensland Treasury Corporation (QTC) to borrow up to \$13M for 2011/12 financial year. At this stage it is expected that Council will borrow \$5.5M for the Phase 3 – Judy Holt Eastern Batter remediation and associated works. Further borrowing requirements will be determined in early June, however Council is not expecting to draw down the full \$13M. Council anticipates that forecast borrowings for the end of 2011/12 will be in the range of \$62M-\$65M instead of the original forecast balance of \$68M.

PLANNING SCHEME IMPLICATIONS

The City Planning & Environment 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 Council departmental officers, Financial Reporting and Capital Management Team and the Executive Leadership Group.

OPTIONS

Preferred

That Council resolve to note the End of Month Financial Reports for May 2012 and explanations as presented in the Monthly Financial Performance Report.

Alternative

That Council requests additional information.

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

Moved by: Cr M Edwards

Seconded by: Cr P Gleeson

That Council resolve to note the End of Month Financial Reports for May 2012 and explanations as presented in the attached Monthly Financial Performance Report.

CARRIED (en bloc)

13.3 CITY SERVICES

13.3.1 PREFERRED SUPPLIER FOR THE COLLECTION, TRANSPORT AND DISPOSAL OF REGULATED AND OTHER LIQUID WASTE FROM REDLAND CITY COUNCIL WASTE TRANSFER STATIONS

Datworks Filename: FM - Supply Services

Responsible Officer: Elisa Underhill
Manager City Enterprises

Author: Michelle McManis
Procurement Officer

EXECUTIVE SUMMARY

A confidential report from Manager City Enterprises was moved in open session.

OFFICER'S RECOMMENDATION/ COMMITTEE RESOLUTION

Moved by: Cr M Elliott
Seconded by: Cr K Williams

That Council resolve to use Committee delegated authority for formal decision making in accordance with Section 257 of the *Local Government Act 2009* (The use of delegated authority is justified as it will uphold Council's obligations to protect the environment) to:

1. Endorse the Chief Executive Officer to award the contract for a Preferred Supplier for the Collection, Transport and Disposal of Regulated and other Liquid Waste from RCC Waste Transfer Stations (T1559-11/12-WST) to the successful contractor.
2. Delegate authority to the Chief Executive Officer, under section 257 (1)(b) of the *Local Government Act 2009* to:
 - Award the contract under delegation to the successful contractor
 - Make, vary and discharge the contract in accordance with the agreed contract terms for any changes; and
 - Sign all relevant documentation.
3. Resolve to approve expenditure prior to the 2012/2013 budget adoption; and
4. Ensure that this Report remains confidential.

CARRIED

COUNCIL RESOLUTION

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

That the Committee Resolution be noted.

CARRIED

13.4 GENERAL BUSINESS

13.4.1 VIDEO RECORDING OF COUNCIL MEETINGS

COMMITTEE RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr M Edwards

Seconded by: Cr P Gleeson

That officers provide a briefing note to Councillors on the options of video recording Council meetings and to make available those recordings to the public.

CARRIED (en bloc)

14 DEVELOPMENT ASSESSMENT & COMMUNITY STANDARDS COMMITTEE – 13 JUNE 2012

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

That the Development Assessment & Community Standards Committee Minutes of 13 June 2012 be received and items resolved under delegated authority be noted.

[Development Assessment & Community Standards Minutes 13 June 2012](#)

CARRIED

ITEMS RESOLVED UNDER DELEGATED AUTHORITY

- 14.1.1 Category 1 – Minor Complying Code Assessment & Housekeeping
- 14.1.2 Category 2 – Complying Code Assessment and Minor Impact Assessments
- 14.1.3 Category 3 – Moderately Complex Code and Impact Assessments
- 14.1.4 Appeals List Current as at 4 June 2012

ITEM FOR CONSIDERATION**14.1.5 ENVIRONMENT, PLANNING & DEVELOPMENT FEE DISCOUNTS AND WAIVERS FOR THE PERIOD OF JANUARY TO MARCH, 2012**

Datworks Filename: GOV - Development and Community Standards - Reports for Noting

Attachment: [Fee Schedule Supporting Information - Updated 26 October 2011](#)

Responsible Officer Bruce Macnee
Manager Sustainable Assessment

Author: Kerri Lee
Business Support Officer - Sustainable Assessment

EXECUTIVE SUMMARY

The General Manager, Environment, Planning & Development and, the Group Managers of Sustainable Assessment and Community Standards, have delegated authority to approve requests to reduce the application fee when a strict application of the scheduled fee is unreasonable or inappropriate considering the work required to carry out the assessment of the application.

Other discounts include discounts for charities and not for profit organisations, as well as for Smart eDA and accelerated development applications.

All fee waivers and discounts are recorded in the Environment, Planning and Development Fee Discount Register. It is the responsibility of the relevant Group Manager and the General Manager to ensure registers are maintained.

The internal audit report recommended a quarterly management report of fee waivers and discounts should be provided to the General Manager, Environment, Planning & Development and the Chief Executive Officer.

The full list of approved fee discounts, waivers and refunds is included.

BACKGROUND

On 25 November 2009, Council approved specific criteria regarding fee discounts. This was in response to Internal Audit recommendations to provide improved accountability and transparency in consideration of any discounts.

On 17 November, 2010, Council resolved to waive fees for permits for Temporary Entertainment Venues entirely when conducted by eligible bona fide charities and not for profit organisations covering the costs of these permits as a community service obligation.

On 4 October 2010, Policy Document 'Corporate POL-3094 and Guideline Document 'GL-3094-001' for 'Fee Waivers and Discounts Relating to Development and Community Standards Applications' were approved.

As of 20 October 2010, the Group Managers of Sustainable Assessment and Community Standards, received delegated authority to approve requests to reduce the application fee when a strict application of the scheduled fee is unreasonable or inappropriate considering the work required to carry out the assessment of the application.

PURPOSE

This report details fee discounts and waivers for Environment, Planning and Development for the period 1 January, 2012 to 31 March, 2012.

Summary of Discounts, Waivers and Refunds 1 January, 2012 to 31 March, 2012

Discounts/Waivers	Discounts Approved	Total Amount of Discount
Accelerated DA Applications	14	\$5,320.98
Animal Management Refunds	19	\$971.77
Charities and Not-for-Profit Organisations	1	\$2,110.50
Combined Applications	3	\$5,232.50
Discretionary Discounts	4	\$2,177.00
Resubmission of lapsed applications	4	\$1,392.00
Smart eDA Applications	78	\$26,247.50
Temporary Entertainment Venues	3	\$2,442.60

Discounts/Waivers	Discounts Approved	Total Amount of Discount
Withdrawn Applications	10	\$16,927.00
Total	136	\$62,821.85

Refusals

Four (4) requests for a reduction in the development application fee were refused as they did not comply with the criteria in the 'Fee Schedule Supporting Information' for Discretionary Discounts.

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

Moved by: Cr M Elliott

Seconded by: Cr A Beard

That the report be noted.

CARRIED (en bloc)

15 MAYORAL MINUTE

15.1 APPOINTMENT OF CHAIRMAN OF THE MANAGEMENT COMMITTEE AT DONALD SIMPSON LEISURE CENTRE

COUNCIL RESOLUTION

Moved by: Cr K Williams

- 1. That Redland City Council appoint Mr Tony Christenson as the Chairman of the Management Committee at Donald Simpson Leisure Centre, effective immediately; and**
- 2. That this appointment will serve until the Donald Simpson Leisure Centre hold their Annual General Meeting on Friday, 14 September 2012.**

CARRIED

16 DIRECT TO COUNCIL REPORTS

16.1 GOVERNANCE

16.1.1 DELEGATED AUTHORITY FOR INSURANCE POLICY CONTRACTS

Datworks Filename: GOV Delegations - LGA s. 257

Responsible Officer: Luke Wallace
Manager Corporate Governance

Author: Ian Waters
Risk and Liability Services Manager

EXECUTIVE SUMMARY

On 20 December 2006, Council delegated authority to the Chief Executive Officer to make, vary and discharge contracts for the procurement of Insurances where the value of the contracts does not exceed \$650,000 (excluding GST).

Under this delegated authority, the Chief Executive Officer has considered and approved the liability and non-liability insurance contracts for Council that occur each year. The current Liability Insurance premiums have been received and the amount is in excess of the Chief Executive Officer's current financial delegation.

Therefore, it is proposed that Council consider increasing the Chief Executive Officer's delegated authority to \$850,000 (excluding GST) for the special purpose of authorising Council's insurance contracts.

PURPOSE

The purpose of this report is to recommend that Council delegate authority to the Chief Executive Officer, under section 257 of the *Local Government Act 2009*, for the purpose of authorising Council's insurance contracts up to a limit of \$850,000 (excluding GST).

BACKGROUND

On 30 October 2002, Council delegated authority to the Chief Executive Officer to make, vary and discharge contracts under section 483(1) and section 486(2)(a) of the *Local Government Act 1993*, where the value of the contracts does not exceed \$500,000.

On 20 December 2006 the delegated authority to the Chief Executive Officer was increased to \$650,000 (excluding GST) for the specific purpose of authorising Council's insurance contracts. Since that date the increased delegation has enabled the Chief Executive Officer to approve the liability and non-liability insurance contracts for Council that occur in June and October of each year respectively.

The 2012 Liability Insurance renewal which falls due on 30 June 2012 marginally exceeds this figure, (\$653,407.00 excluding GST) and therefore exceeds the Chief Executive Officer's current financial delegation of \$650,000 (excluding GST).

Future premiums are expected to equal or exceed this figure.

ISSUES

Council has in place several classes of insurance that provide the necessary protection to Council, its infrastructure, Councillors and officers to ensure an environment of stability and the ongoing ability to provide services to the community.

- The recent increase in insurance premiums, both liability and property, together with the ongoing increase in the value of Council assets, will no doubt, in each case, exceed the Chief Executive Officer's existing delegation in future years.
- The insurance placement process is often driven by market conditions. Extensive negotiations are required on complex policies to take advantage of all opportunities to secure the best deal possible for Council, i.e. higher and more extensive cover at lower premiums. The coordination of the insurance placement process, e.g. deadlines for placement, is not readily compatible with Council meeting schedules.

Therefore, it is proposed that Council consider increasing the Chief Executive Officer's delegated authority for the special purpose of authorising Council's insurance contracts up to \$850,000 (excluding GST).

RELATIONSHIP TO CORPORATE PLAN

8. Inclusive and ethical governance

Deep engagement, quality leadership at all levels, transparent and accountable democratic processes and a spirit of partnership between the community and Council will enrich residents' participation in local decision making to achieve the community's Redlands 2030 vision and goals

8.5 Be transparent and consistent in the way we manage the organisation, its risks and obligations and ensure we are delivering against our priorities

FINANCIAL IMPLICATIONS

This recommendation does not require any change to the 2012/2013 draft budget. It will prove financially beneficial to make full use of the available negotiating time with underwriters to get the best deal possible for Council.

PLANNING SCHEME IMPLICATIONS

The recommendation in this report will not require any amendments to the Redlands Planning Scheme.

CONSULTATION

Consultation has taken place with:

- Chief Executive Officer;
- General Manager Governance;
- Group Manager Corporate Governance.

OPTIONS**Preferred**

That Council resolve to delegate authority to the Chief Executive Officer, under section 257 of the *Local Government Act 2009*, to make, vary and discharge insurance contracts up to \$850,000 (excluding GST).

Alternative

That Council resolve not to delegate authority to the Chief Executive Officer to authorise Council's insurance contracts up to \$850,000 (excluding GST) but approves the renewal of the current Liability Insurance renewal at a cost of \$653,407.00 (exclusive of GST).

**OFFICER'S RECOMMENDATION/
COUNCIL RESOLUTION**

Moved by: Cr M Elliott

Seconded by: Cr A Beard

That Council resolve to delegate authority to the Chief Executive Officer, under section 257 of the *Local Government Act 2009*, to make, vary and discharge insurance contracts up to \$850,000 (excluding GST).

CARRIED

16.1.2 ELECTION FOR DISTRICT REPRESENTATION ON THE LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND POLICY EXECUTIVE

Datworks Filename: GOV Statutory Council Resolutions

Responsible Officer: Nick Clarke
General Manager Governance

Author: Trevor Green
Principal Advisor Corporate and Democratic Governance

EXECUTIVE SUMMARY

The Local Government Association of Queensland (LGAQ) is the peak body for local government in Queensland. All Queensland councils are members of the LGAQ.

The Association is currently conducting elections for its Policy Executive. Redland City Council is in the Association's SROC area of the South-East electoral district, consisting of the Gold Coast, Logan and Redland Cities.

The Association has received nominations from Cr Daphne McDonald (Gold Coast City Council) and Cr Pam Parker (Logan City Council) to be the representative for the district, on the Policy Executive.

Council may vote for either of the two candidates. The votes exercised by each Council are Gold Coast (10 votes), Logan (10 votes) and Redland (6 votes). Votes must be received by no later than 5.00pm Friday 6th July 2012.

PURPOSE

The purpose of this report is for Council to allocate its votes for the election of a District Representative to the LGAQ Policy Executive for the SROC area of the South-East electoral district.

BACKGROUND

The Local Government Association of Queensland (LGAQ) is the peak body representing local government in Queensland. It is a not-for-profit association setup for the purpose to serve Queensland's 73 councils and their individual needs. All Queensland councils are members of the LGAQ. The LGAQ is administered by a Policy Executive consisting of a group of Mayors and Councillors, who are elected by their peers to represent all regions of Queensland.

The Association's Policy Executive is responsible for the determination of the Association's policy on behalf of member councils. The Policy Executive consists of 13 electoral district representatives and the President. The Policy Executive appoints three Directors to join the LGAQ President in forming the LGAQ Board. Redland City Council is in the Association's SROC area of the South-East electoral district, consisting of the Gold Coast, Logan and Redland Cities.

ISSUES

In May this year the Association called for nominations for candidates from Gold Coast, Logan and Redland City Councils for the SROC area representative. At Council's General Meeting of 30 May 2012 (Item 12.1.4), Council resolved not to

nominate a Councillor from Redland City Council. The Association received nominations from:

Cr Daphne McDonald Gold Coast City Council

Cr Pam Parker Logan City Council

The Association is now conducting the elections for the policy executive district representatives. Council may vote for either of the two candidates. The votes exercised by each Council are Gold Coast (10 votes), Logan (10 votes) and Redland (6 votes). Votes must be received by no later than 5.00pm Friday 6th July 2012.

RELATIONSHIP TO CORPORATE PLAN

8. Inclusive and ethical governance

Deep engagement, quality leadership at all levels, transparent and accountable democratic processes and a spirit of partnership between the community and Council will enrich residents' participation in local decision making to achieve the community's Redlands 2030 vision and goals.

FINANCIAL IMPLICATIONS

There are no financial implications impacting Council as a result of this report.

PLANNING SCHEME IMPLICATIONS

There are no land use planning implications associated with this report.

CONSULTATION

Consultation has occurred with the Local Government Association of Queensland in the preparation of this report.

OPTIONS

Preferred

That Council resolve to allocate its six votes for the election of a District Representative to the Local Government Association of Queensland Policy Executive for the SROC area of the South-East electoral district, to one of the two nominees.

Alternative

That Council not vote.

OFFICER'S RECOMMENDATION

That Council resolve to allocate its six votes for the election of a District Representative to the Local Government Association of Queensland Policy Executive for the SROC area of the South-East electoral district, to one of the two nominees.

COUNCIL RESOLUTION

Moved by: **Cr A Beard**

Seconded by: **Cr M Elliott**

That Council resolve to allocate its six votes for the election of a District Representative to the Local Government Association of Queensland Policy

Executive for the SROC area of the South-East electoral district, to Cr Pam Parker (Logan City Council).

CARRIED

16.2 CORPORATE SERVICES

16.2.1 SEQ WATER GRID CONTRACTUAL PAYMENTS - CEO DELEGATION

Dataworks Filename: GOV delegations - Council Officers

Responsible Officer: Martin Drydale
General Manager Corporate Services

Author: Gavin Holdway
Manager Financial Control

EXECUTIVE SUMMARY

Under S360ZDD of the *Water Act 2000*, a grid contract between Redland City Council (RCC) and the South-east Queensland Water Grid Manager (WGM) was established and signed by Deputy Premier and Minister for Infrastructure Planning, The Honourable Paul Lucas MP on 26 June 2008.

Clause 16.1 of the Grid Contract determines that the grid customer (RCC) must pay charges to the WGM on a monthly basis. The basis for charging is provided in Schedule 4 of the contract.

Advice from the General Manager Elect - Redland Water is that the expected monthly charge will be in the order of \$1.5 million. This will exceed his delegation of \$250,000 and the Chief Executive Officer's delegation of \$500,000.

This report recommends that under S257 of the *Local Government Act 2009*, Council delegate the authority to approve recurrent monthly payments as determined under the grid contract clause 16 to the Chief Executive Officer.

PURPOSE

To recommend that Council resolve to delegate the authority to approve recurrent monthly payments under the Grid Contract Clause 16 to the Chief Executive Officer.

BACKGROUND

Under S360ZDD of the *Water Act 2000*, a grid contract between RCC and the WGM was established and signed by Deputy Premier and Minister for Infrastructure Planning, The Honourable Paul Lucas MP on 26 June 2008.

Clause 16.1 of the Grid Contract determines that the grid customer (RCC) must pay charges to the WGM on a monthly basis. The basis for charging is provided in Schedule 4 of the contract.

ISSUES

Advice from the General Manager Elect - Redland Water is that the expected monthly charge will be in the order of \$1.5 million. This will exceed his delegation of \$250,000 and the Chief Executive Officer's delegation of \$500,000.

RELATIONSHIP TO CORPORATE PLAN

8. Inclusive and ethical governance

Deep engagement, quality leadership at all levels, transparent and accountable democratic processes and a spirit of partnership between the community and Council will enrich residents' participation in local decision making to achieve the community's Redlands 2030 vision and goals

- 8.5 Be transparent and consistent in the way we manage the organisation, its risks and obligations and ensure we are delivering against our priorities.

FINANCIAL IMPLICATIONS

This is a request to operationally support the expedient processing of the accounts on behalf of Council. It is not expected that there will be any financial implications impacting Council as a result of this report as budgetary estimates for the purchase of bulk water have been included in the proposed budget for the 2012/13 financial year and accordingly these costs are factored into the pricing of water. If required, any fluctuation of bulk water purchase requirements will be appropriately addressed through Council's revised budget processes.

PLANNING SCHEME IMPLICATIONS

The City Planning & Environment 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

This report has been prepared in consultation with the Acting Chief Executive Officer and the General Manager Elect – Redland Water.

OPTIONS

That Council resolve to delegate authority to the Chief Executive Officer to approve recurrent monthly payments as determined under the Grid Contract Clause 16.

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

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

That Council resolve, under s.257(1)(b) of the *Local Government Act 2009*, to delegate authority to the Chief Executive Officer to approve recurrent monthly payments as determined under Clause 16 of the Grid Contract between Redland City Council and South-East Queensland Water Grid Manager.

CARRIED

16.2.2 RESERVE RETIREMENT RECOMMENDATION

Dataworks Filename: FM Corporate Budget

Responsible Officer: Martin Drydale
General Manager Corporate Services

Author: Gavin Holdway
Manager Financial Services

EXECUTIVE SUMMARY

Redland City Council (RCC) has held reserve balances since the 2002/2003 financial year for both a Legal Pool Reserve and Special Surplus Reserve. Both reserves have been effectively sitting dormant for some 5-6 years and officers are recommending given the inactive status of both reserve accounts along with the ability for the organisation to identify and request appropriate funding through Council's quarterly budget review process, that the mentioned reserves are retired and subsequently written back to retained earnings for financial year ending 30th June 2012.

The proposed accounting treatment outlined within this report is supported by Section 149(4) of the **Local Government (Finance, Plans and Reporting) Regulation 2010**, where it states;

“If the purpose for which the reserve was created no longer exists, the local government may close the reserve”

Detailed historical information for both reserves is contained within this report and suggests inactivity and no requirement for the use of the reserves.

PURPOSE

The purpose of this report is to provide the history from establishment to the current status of two current reserves (Legal Pool Reserve and Special Surplus Reserve) held by RCC within its Balance Sheet and to recommend to Council the close these reserve balances to retained earnings for financial year ending 30th June 2012.

BACKGROUND

The Legal Pool Reserve has been in existence since the 2002/2003 financial year and was originally established due to the unpredictable nature of requirement for legal services as it was deemed that a large component of Council's need to obtain legal advice and representation was reactive to factors outside of its control. It was also established as it was very difficult to forecast or predict the amount of legal services required in any forthcoming year.

The Special Surplus Reserve was established in the 2002/2003 financial year and was primarily to fund urgent and/or unforeseen projects.

ISSUES

As illustrated in the historical information provided within the tables below, both the Legal Pool and Special Surplus Reserves have been effectively sitting at current balances for a number of years.

Given the dormant status of both reserves over the past 5-6 years and the ability for the organisation to identify and request funding through the quarterly budget review process, it would be good financial management to close both reserves and reallocate the balances from reserves to retained earnings. Section 149(4) of the *Local Government (Finance, Plans and Reporting) Regulation 2010*, states;

“If the purpose for which the reserve was created no longer exists, the local government may close the reserve”

Summary of movement for Legal Pool Reserve				
Year	Opening Balance	Appropriation to reserve	Appropriation from reserve	Closing Balance
2002/2003	\$0.00	\$369,541.39	-\$130,000.00	\$239,541.39
2003/2004	\$239,541.39	\$0.00	-\$200,000.00	\$39,541.39
2004/2005	\$39,541.39	\$200,000.00	-\$150,000.00	\$89,541.39
2005/2006	\$89,541.39	\$160,458.61	\$0.00	\$250,000.00
2006/2007	\$250,000.00	\$40,000.00	\$0.00	\$290,000.00
2007/2008	\$290,000.00	\$0.00	\$0.00	\$290,000.00
2008/2009	\$290,000.00	\$0.00	\$0.00	\$290,000.00
2009/2010	\$290,000.00	\$0.00	\$0.00	\$290,000.00
2010/2011	\$290,000.00	\$0.00	\$0.00	\$290,000.00
2011/2012	\$290,000.00	\$0.00	\$0.00	\$290,000.00 anticipated balance

Table 1 – Legal Pool Reserve Historical Movement Analysis

Summary of movement for Special Surplus Reserve					
Year	Opening Balance	Appropriation to reserve	Interest received	Appropriation from reserve	Closing Balance
2002/2003	\$0.00	\$1,257,427.00	\$2,395.99	-\$538,630.00	\$721,192.99
2003/2004	\$721,192.99	\$1,216,688.00	\$0.00	-\$527,170.00	\$1,410,710.99
2004/2005	\$1,410,710.99	\$0.00	\$0.00	\$0.00	\$1,410,710.99
2005/2006	\$1,410,710.99	\$750,000.00	\$0.00	\$0.00	\$2,160,710.99
2006/2007	\$2,160,710.99	\$0.00	\$0.00	\$0.00	\$2,160,710.99
2007/2008	\$2,160,710.99	\$0.00	\$0.00	\$0.00	\$2,160,710.99
2008/2009	\$2,160,710.99	\$0.00	\$0.00	\$0.00	\$2,160,710.99
2009/2010	\$2,160,710.99	\$0.00	\$0.00	\$0.00	\$2,160,710.99
2010/2011	\$2,160,710.99	\$0.00	\$0.00	\$0.00	\$2,160,710.99
2011/2012	\$2,160,710.99	\$0.00	\$0.00	\$0.00	\$2,160,710.99 <i>anticipated balance</i>

Table 2 – Special Surplus Reserve Movement Analysis

RELATIONSHIP TO CORPORATE PLAN

9. An efficient and effective organisation

Council is well respected and seen as an excellent organisation which manages resources in an efficient and effective way.

FINANCIAL IMPLICATIONS

There are no cash financial implications for the preferred resolution of this report as the recommendation proposes only an accounting treatment adjustment for the funds related to the Legal Pool and Special Surplus Reserves.

CONSULTATION

Consultation has occurred between the General Manager of Corporate Services, Group Manager of Financial Services, Group Manager of Legal Services and officers within the Financial Reporting Team.

OPTIONS

Preferred

That Council resolve to close the 2011/2012 anticipated balances for the Legal Pool and Special Surplus Reserves and transfer the final balances to Redland City Council retained earnings for year ending 30th June 2012.

Alternative

That Council resolve to not close the 2011/2012 anticipated balances for the Legal Pool and Special Surplus reserves and have these funds remain under current accounting treatment as funds held in reserve.

**OFFICER'S RECOMMENDATION/
COUNCIL RESOLUTION**

**Moved by: Cr M Elliott
Seconded by: Cr C Ogilvie**

That Council resolve to close the 2011/2012 anticipated balances for the Legal Pool and Special Surplus Reserves and transfer the final balances to Redland City Council retained earnings for year ending 30th June 2012.

CARRIED

16.2.3 SOLE SUPPLIERS - REDLAND WATER

Dataworks Filename: FM Tendering

Responsible Officer: Martin Drydale
General Manager Corporate Services

Author: Gail Widrose
Manager Procurement Operations

EXECUTIVE SUMMARY

Due to the disestablishment of Allconnex Water and the reintegration Redland Water from 1 July 2012, approval is being sought to establish a list of Sole Suppliers for the purpose of Redland Water continuing operations.

The goods and services provided by these companies are classified as “Sole Supplier” due to the specialised nature of the maintenance works to be performed at various Wastewater Treatment Plants across RCC. It would be impractical or disadvantageous for Council to seek quotes or tenders for maintenance as these Sole Supplier companies have manufactured and installed specialised equipment, therefore, it is more cost effective to utilise these companies to perform the maintenance required.

PURPOSE

A resolution is sought from Council to approve the Sole Supplier Status for a Twelve (12) month period from 1 July 2012.

In order to validate a Sole Supplier List, under the *Local Government (Finance, Plans and Reporting) Regulation 2010 –Section 184 (b)(f)*.

A local government may enter into a medium-sized contract or large –sized contract without first inviting written quote of tenders if:

(b) Council resolves that, because of the specialised or confidential nature of the services sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders; or

(f) the contract is made with, or under an arrangement with a government body.

BACKGROUND

In July 2010 the Sole Supplier list from Allconnex Water was developed by combining the Sole Supplier lists of three (3) participating Council Water Businesses (Gold Coast, Logan and Redlands). Allconnex Water consolidated a Sole Supplier list according to Allconnex Water’s Procurement Policy.

In order to ensure minimal interruption to Redland Water, a resolution is sought from Council to establish a new Sole Supplier list which will come into effect from 1st July 2012 including the following companies:

1. Aromatrix Australia – ABN 31 109 874 428

As a supplier of custom made odour control equipment Aromatrix supplies custom built bio-scrubber odour control units for Wastewater Treatment Plants and pump stations for Redland Water. This company is required to provide maintenance services (breakdowns and preventative maintenance) of the control units installed in Redland Water Wastewater Treatment Plants and Pump Stations.

2. Biolab Australia Pty Ltd – ABN 17 005 878 017

This supplier provides services for online analysers for ammonia and nitrate as well as chemical cassettes for odour detection. This supplier provides unique chemicals to support all their instrumentation equipment. Biolab is required as a Sole Supplier of the compatible components for the chemical cassettes to work accordingly.

3. Schneider Electric – ABN 42 004 969 304

This Supplier is the Distributor for Clear SCADA software, supply of licensing and annual support for clear SCADA software used in water and sewerage telemetry licences. In addition to this Schneider provides services to maintain licenses for control of SCADA systems to several Wastewater Treatment Plants

4. DHI Water & Environment Pty Ltd – ABN 69 086 137 911

This supplier is the provider of software modules – network analysis for Waste Water (WW) network system flood watch software. DHI Water, Environment & Health Pty Ltd Office in Australia is the supplier of this proprietary software. Modification of the software is prohibited and can only be undertaken by DHI Water, Environment & Health Pty Ltd. This software is required to undertake WW network analysis of pressure injection rising mains, hydrodynamic and advection dispersion modelling to assess receiving waterways and the development of decision support systems optimise release systems.

5. Ecotox Services Australasia Pty Ltd – ABN 45 094 714 904

Ecotox is the only laboratory in Australia that can provide services that are needed to meet Environmental Protection Agency requirements regarding Wastewater Treatment Plants (WWTPs) licenses.

6. MWH Australasia Pty Ltd – ABN 33 127 809 894

Providers of H2O new water modelling software and associated modules. This company is the proprietary supplier in Australia.

7. Optimatics Pty Ltd – ABN 52 074 671 917

Providers of a custom genetic algorithm optimisation modelling of pipe network systems software package. This software package is proprietary of Optimatics. This software is required to undertake Waste Water network analysis of pressure injection rising mains, hydrodynamic and advection dispersion modelling to assess receiving waterways and the development of decision

support systems optimise release systems in order to ensure that Redland Water needs are being met at competitive prices.

8. Sibelco Australia Limited – ABN 20 000 971 844

This company supplies hydrated lime that is used on Wastewater Treatment Plants. It is the only supplier in Australia for this product. The market was tested by conducting tender T-1571-11/12-RDW Provision of a Preferred Supplier/s Arrangement for the Supply, Delivery and Unloading of Chemicals for Redland Water WWTPs. Results from this tender showed that no other tendering company was able to supply hydrated lime to Redland Water. Hydrated lime is a vital chemical that is used in the treatment of Wastewater at several treatment plants.

9. Siemens Ltd – ABN 98 004 347 880

Supplier of PLC hardware and Chlorine residual analyser equipment. This supplier has been included to the list of Sole Suppliers as PLC parts are unique and require manufactured owned parts.

10. M Strong (Sole Trader – strongRope) – ABN 86 498 927 293

Specialised manufacturing of custom built rated polymer slings used to replace stainless steel chains for pump lifting equipment. Lifting slings are custom made to fit lifting gear equipment for several Wastewater Treatment Plants.

11. ITT Flygt Water and Waste Water – ABN 28 000 832 922

Custom made manufacturing of pumps and mixers for Wastewater Treatment Plants. This company has supplied custom made flygt pumps for treatment of sewerage water. These pumps have been manufactured as per specification to fit in wet wells in Redland Water Treatment Plants

12. KSB Australia – ABN 29 006 414 642

Manufactures submersible pumps for wet wells. KSB has custom built pumps in order to fit dry wells on Redland Water pump stations and treatment plants. The company is required to manufacture custom made pump parts for critical spares

13. Mono Pumps Australia – ABN 77 004 449 478

This supplier is required as they have manufactured sludge handling pumps, dosing pumps and critical spares for pumps already custom fitted in Redland Water reticulation systems.

14. Multitrode Pty Ltd – ABN 43 010 679 419

Are manufacturers of critical backup system components required for pump stations and reservoir level sensor. Critical spares and sensors are needed to contain appropriate water levels at the pump stations.

15. Prominent Fluid Control – ABN 83 080 688 795

Are manufacturers of dosing pumps that have been customised for critical dosing applications at Dunwich and Point Lookout treatment plans.

16. SEW Eurodrive – ABN 27 006 076 053

This company supplies gearboxes and motors for Wastewater Treatment Plants and is used for repair and replacement of several motors and gear boxes installed in several Redland Water Wastewater Treatment Plants.

17. Spirac Pty Ltd – ABN 69 119 874 038

This company manufacturers dewatering equipment for screw wash presses and grit collection bins and is used for the replacement of liners for existing screw conveyors, and designed template wear plates.

18. Systag – ABN 36 586 611 388

This company provides Certification of lifting gear, davit bases & winches and is required to provide certification of breathing apparatus and safety gear.

19. Vega Australia – ABN 55 003 346 905

Are manufacturers of level control systems in reticulation systems, this supplier is used for repair of existing equipment in several Wastewater Treatment Plants and Pump Stations.

20. Wallace & Tiernan Pty Ltd – ABN 82 000 130 414

Are manufactures of chorine monitoring equipment in reticulation systems and is used to repair and replace existing equipment at the Dunwich and Point Lookout Wastewater Treatment Plants

21. Weir Services Australia Pty Ltd – ABN 53 000 114 910

Are manufacturers of aerator gearboxes for Wastewater Treatment Plants. These gearboxes are critical assets for Redland Water Wastewater Treatment Plants

ISSUES

If Sole Supplier status is not granted by Council this will result in disruption of services to Redland Water and impact negatively on the community.

RELATIONSHIP TO CORPORATE PLAN**9. An efficient and effective organisation**

Council is well respected and seen as an excellent organisation which manages resources in an efficient and effective way

- 9.7 Develop our procurement practices to increase value for money within an effective governance framework

FINANCIAL IMPLICATIONS

There are no financial implications impacting Council as a result of this report.

PLANNING SCHEME IMPLICATIONS

The City Planning & Environment 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

- General Manager Redland Water
- Manager Procurement Operations

OPTIONS

Preferred

That Council resolve in accordance with section 184 *Local Government (Finance, Plans and Reporting) Regulation 2010*:

- b) because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders; and*
- f) the contract is made with, or under an arrangement with, a government body.*

to award Sole Supplier status for a period of twelve (12) months from the date of the Council Resolution to the following list of companies/suppliers in order to minimise disruption to the business following reintegration of Allconnex Water to Redland Water from 1st July 2012.

1. Aromatrix Australia – ABN 31 109 874 428
2. Biolab Australia Pty Ltd – ABN 17 005 878 017
3. Schneider Electric – ABN 42 004 969 304
4. DHI Water & Environment Pty Ltd – ABN 69 086 137 911
5. Ecotox Services Australasia Pty Ltd – ABN 45 094 714 904
6. MWH Australasia Pty Ltd – ABN 33 127 809 894
7. Optimatics Pty Ltd – ABN 52 074 671 917
8. Sibelco Australia Limited – ABN 20 000 971 844
9. Siemens Ltd – ABN 98 004 347 880
10. M Strong (Sole Trader – strongRope) – ABN 86 498 927 293
11. ITT Flygt Water and Waste Water – ABN 28 000 832 922
12. KSB Australia – ABN 29 006 414 642
13. Mono Pumps Australia – ABN 77 004 449 478
14. Multitrode Pty Ltd – ABN 43 010 679 419
15. Prominent Fluid Control – ABN 83 080 688 795
16. SEW Eurodrive – ABN 27 006 076 053
17. Spirac Pty Ltd – ABN 69 119 874 038

18. Systag – ABN 36 586 611 388
19. Vega Australia – ABN 55 003 346 905
20. Wallace & Tiernan Pty Ltd – ABN 82 000 130 414
21. Weir Services Australia Pty Ltd – ABN 53 000 114 910

**OFFICER'S RECOMMENDATION/
COUNCIL RESOLUTION**

Moved by: Cr M Elliott
Seconded by: Cr W Boglary

That Council resolve in accordance with section 184 *Local Government (Finance, Plans and Reporting) Regulation 2010*:

- b) because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders; and*
- f) the contract is made with, or under an arrangement with, a government body.*

to award Sole Supplier status for a period of twelve (12) months from the date of the Council Resolution to the following list of companies/suppliers in order to minimise disruption to the business following reintegration of Allconnex Water to Redland Water from 1st July 2012.

1. Aromatrix Australia – ABN 31 109 874 428
2. Biolab Australia Pty Ltd – ABN 17 005 878 017
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5. Ecotox Services Australasia Pty Ltd – ABN 45 094 714 904
6. MWH Australasia Pty Ltd – ABN 33 127 809 894
7. Optimatics Pty Ltd – ABN 52 074 671 917
8. Sibelco Australia Limited – ABN 20 000 971 844
9. Siemens Ltd – ABN 98 004 347 880
10. M Strong (Sole Trader – strongRope) – ABN 86 498 927 293
11. ITT Flygt Water and Waste Water – ABN 28 000 832 922
12. KSB Australia – ABN 29 006 414 642
13. Mono Pumps Australia – ABN 77 004 449 478
14. Multitrode Pty Ltd – ABN 43 010 679 419
15. Prominent Fluid Control – ABN 83 080 688 795
16. SEW Eurodrive – ABN 27 006 076 053
17. Spirac Pty Ltd – ABN 69 119 874 038
18. Systag – ABN 36 586 611 388
19. Vega Australia – ABN 55 003 346 905

20. Wallace & Tiernan Pty Ltd – ABN 82 000 130 414

21. Weir Services Australia Pty Ltd – ABN 53 000 114 910

CARRIED

16.3 DEVELOPMENT & COMMUNITY STANDARDS

16.3.1 DELEGATION TO CHIEF EXECUTIVE OFFICER UNDER ENVIRONMENTAL PROTECTION ACT 1994

Datworks Filename: GOV Delegations – EPA s.518

Responsible Officer: Brian May
Group Manager Community Standards

Author: Jennifer Haines
Service Manager Health & Environment

EXECUTIVE SUMMARY

A review of the Health and Environment Unit delegations and authorisations has been completed to identify acts, regulations, local laws and policies under which officers perform their duties and whether adequate delegations and authorisations are in place.

The review determined that additional administrative powers to those delegated in the current resolution, made by Council at the General Meeting of 25 August 2004, are required for officers of the unit to adequately perform their role.

This report recommends that Council re-delegate its administrative powers under the *Environmental Protection Act 1994* to the Chief Executive Officer including the required additional sections detailed below.

PURPOSE

To recommend that Council re-delegate its authority to the Chief Executive Officer to administer the *Environmental Protection Act 1994*.

BACKGROUND

Council delegated authority under specific sections of the *Environmental Protection Act 1994* and *Environmental Protection Regulation 1998*, to the Chief Executive Officer at the General Meeting held 25 August 2004.

A review of the Health and Environment Unit delegations and authorisations has been completed to identify whether adequate delegations and authorisations are in place. The review determined that additional administrative powers are required for officers of the unit to adequately perform their role.

ISSUES

The object of the *Environmental Protection Act 1994* is to protect Queensland's environment while allowing for development that improves the total quality of life, both now and in the future, in a way that maintains the ecological processes on which life depends (ecologically sustainable development).

In 1995 the Environmental Protection Agency devolved, by regulation, the full administrative and enforcement responsibilities of certain activities such as motor vehicle workshops and wood product manufacturers (referred to as Environmentally Relevant Activities – ERAs) to Local Governments.

Due to the predominantly administrative nature of these powers/responsibilities, Council delegated these administrative and decision making powers to the Chief Executive Officer at the General Meeting of 25 August 2004, which relate to:

- Assessing development applications
- Environmentally Relevant Activity registrations
- Environmental evaluations
- Transitional environmental programs
- Environmental protection orders
- Financial assurances
- Investigation and enforcement
- Review of decisions and appeals
- Approval of forms
- General provisions about applications and submissions
- Regulatory requirements for all environmental management decisions

When Council is delegated authority for enforcement under State legislation, it is usual practice for Council to delegate to the Chief Executive Officer authority:

- a) to administer and enforce compliance with the legislation (this is then sub delegated to nominated and suitably experienced Redland City Council officers).
- b) to appoint authorised officers and issue identity cards

Such delegation provides for optimum efficiency and effectiveness in the administration of the laws and appointment of officers.

Officers of the Health and Environment Unit, within the Community Standards Group, will be responsible for undertaking the administration functions associated with the legislation.

RELATIONSHIP TO CORPORATE PLAN

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

FINANCIAL IMPLICATIONS

There are no financial implications impacting Council as a result of this report.

PLANNING SCHEME IMPLICATIONS

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

OPTIONS

Preferred

That Council resolve as follows:

1. In accordance with section 518(1)(b) of the *Environmental Protection Act 1994*, delegate its powers as the 'administering authority' to the Chief Executive Officer for the administration and enforcement of the following devolved activities:

- a) *Environmental Protection Act 1994*, sections 73B, 73C, 73E, 73FA, 73H, 73HA, 73HB, 73HC, 73HD, 73I, 73J, 73L, 73O, 73P, 316, 318A, 318B, 322, 323, 324, 326, 328, 332, 335, 336, 337, 338, 339, 340, 342, 344, 352, 353, 355, 358, 364, 365, 366, 367, 451, 463, 488, 521, 544, 555, 556, 559; and
 - b) *Environmental Protection Regulation 2008*, sections 51, 52, 53, 55, 56, 57, 58, 59, 139.
2. To permit the sub-delegation of the ‘administering authority’s’ power to nominated and suitably experienced Redland City Council Officers under Section 518(2)(b) of the *Environmental Protection Act 1994*.

Alternative

That Council, by resolution, makes decisions on the administration of this legislation – including the appointment of officers, enforcement action against business or individuals; the review and approval of applications and licences.

OFFICER’S RECOMMENDATION/ COUNCIL RESOLUTION

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

That Council resolve as follows:

1. In accordance with section 518(1)(b) of the *Environmental Protection Act 1994*, delegate its powers as the ‘administering authority’ to the Chief Executive Officer for the administration and enforcement of the following devolved activities:
 - a) *Environmental Protection Act 1994*, sections 73B, 73C, 73E, 73FA, 73H, 73HA, 73HB, 73HC, 73HD, 73I, 73J, 73L, 73O, 73P, 316, 318A, 318B, 322, 323, 324, 326, 328, 332, 335, 336, 337, 338, 339, 340, 342, 344, 352, 353, 355, 358, 364, 365, 366, 367, 451, 463, 488, 521, 544, 555, 556, 559; and
 - b) *Environmental Protection Regulation 2008*, sections 51, 52, 53, 55, 56, 57, 58, 59, 139.
2. To permit the sub-delegation of the ‘administering authority’s’ power to nominated and suitably experienced Redland City Council Officers under Section 518(2)(b) of the *Environmental Protection Act 1994*.

CARRIED

16.3.2 DELEGATION TO CHIEF EXECUTIVE OFFICER UNDER LAND PROTECTION (PEST AND STOCK ROUTE MANAGEMENT) ACT 2002

Datworks Filename: GOV Delegations - LGA s.257

Responsible Officer: Brian May
Group Manager Community Standards

Author: Jennifer Haines
Service Manager Health & Environment

EXECUTIVE SUMMARY

A review of the Health and Environment Unit delegations and authorisations has been completed to identify acts, regulations, local laws and policies under which officers perform their duties and whether adequate delegations and authorisations are in place.

The review determined that administrative powers under the *Land Protection (Pest and Stock Route Management) Act 2002* are required for officers of the unit to adequately perform their role.

This report recommends that Council delegate its authority to the Chief Executive Officer to administer the *Land Protection (Pest and Stock Route Management) Act 2002*.

PURPOSE

To recommend that Council delegate its authority to the Chief Executive Officer to administer the *Land Protection (Pest and Stock Route Management) Act 2002*.

BACKGROUND

Council delegated administrative powers to the Chief Executive Officer under the *Land Protection (Pest & Stock Route Management) Act 2002*

Council resolutions delegating the administrative powers for the above legislation, do so under section 472(d) of the repealed *Local Government Act 1993*.

It is a requirement that the resolutions be updated so that Council can re-delegate the administrative powers to the Chief Executive Officer under section 257(1)(b) of the *Local Government Act 2009*.

ISSUES

The *Land Protection (Pest and Stock Route Management) Act 2002* commenced in 2002. The Act is about the management of particular pests on land and the management of the stock route network.

The objectives are achieved by providing Local Government administrative powers relating to:

- Issuing pest control notices for land
 - Extending compliance periods
 - Enforcing noncompliance
-

- Authorising pest controllers to enter land
- Recovering costs\

When Council is delegated authority for enforcement under State legislation, it is usual practice for Council to delegate to the Chief Executive Officer authority:

- a) to administer and enforce compliance with the legislation (this is then sub delegated to nominated and suitably experienced Redland City Council officers).
- b) to appoint authorised officers and issue identity cards

Such delegation provides for optimum efficiency and effectiveness in the administration of the laws and appointment of officers.

Officers of the Health and Environment Unit, within the Community Standards Group, will be responsible for undertaking the administration functions associated with the legislation.

RELATIONSHIP TO CORPORATE PLAN

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

FINANCIAL IMPLICATIONS

There are no financial implications impacting Council as a result of this report.

PLANNING SCHEME IMPLICATIONS

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

OPTIONS

Preferred

That Council resolve, under section 257(1)(b) of the *Local Government Act 2009*, to delegate to the Chief Executive Officer, authority to:

1. Exercise the powers and responsibilities relating to Sections 78, 79, 80, 81 and 85 of the *Land Protection (Pest and Stock Route Management) Act 2002*; and
2. Exercise the powers associated with Section 244 and 246 of the *Land Protection (Pest and Stock Route Management) Act 2002*, to appoint authorised officers and issue identity cards.

Alternative

That Council, by resolution, makes decisions on the administration of this legislation – including the administration of notices and enforcement action against business or individuals.

**OFFICER'S RECOMMENDATION/
COUNCIL RESOLUTION**

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

That Council resolve, under section 257(1)(b) of the *Local Government Act 2009*, to delegate to the Chief Executive Officer, authority to:

1. Exercise the powers and responsibilities relating to sections 78, 79, 80, 81 and 85 of the *Land Protection (Pest and Stock Route Management) Act 2002*; and
2. Exercise the powers associated with Section 244 and 246 of the *Land Protection (Pest and Stock Route Management) Act 2002*, to appoint authorised officers and issue identity cards.

CARRIED

16.3.3 DELEGATION TO CHIEF EXECUTIVE OFFICER UNDER FOOD ACT 2006, PUBLIC HEALTH ACT 2005, PUBLIC HEALTH (INFECTION CONTROL FOR PERSONAL APPEARANCE SERVICES) ACT 2003 AND RESIDENTIAL SERVICES (ACCREDITATION) ACT 2002

Datworks Filename: GOV Delegations - LGA s.257

Responsible Officer: Brian May
Group Manager Community Standards

Author: Jennifer Haines
Service Manager Health & Environment

EXECUTIVE SUMMARY

A review of the Health and Environment Unit delegations and authorisations has been completed to identify acts, regulations, local laws and policies under which officers perform their duties and whether adequate delegations and authorisations are in place.

The review determined that the resolutions made by Council delegating its administrative powers for the below legislation, do so under section 472(2)(d) of the repealed *Local Government Act 1993* and are therefore no longer correct.

- *Food Act 2006*
- *Public Health Act 2005*
- *Public Health (Infection Control for Personal Appearance Services) Act 2003*
- *Residential Services (Accreditation) Act 2002*

This report recommends that Council re-delegate its administrative powers for the above legislation to the Chief Executive Officer under section 257(1)(b) of the Local Government Act 2009.

PURPOSE

To recommend that Council re-delegate its authority to the Chief Executive Officer to administer the *Food Act 2006*, *Public Health Act 2005*, *Public Health (Infection Control for Personal Appearance Services) Act 2003* and *Residential Services (Accreditation) Act 2002*.

BACKGROUND

Council delegated administrative powers to the Chief Executive Officer under the following acts:

- *Food Act 2006*
- *Public Health Act 2005*
- *Public Health (Infection Control for Personal Appearance Services) Act 2003*
- *Residential Services (Accreditation) Act 2002*

Council resolutions delegating the administrative powers for the above legislation, do so under section 472(d) of the repealed Local Government Act 1993.

It is a requirement that the resolutions be updated so that Council can re-delegate the administrative powers to the Chief Executive Officer under section 257(1)(b) of the *Local Government Act 2009*.

ISSUES

The Health and Environment Unit, within the Community Standards Group, is responsible for administering public health and environmental legislation on behalf of Council. This report provides for the delegation of primarily administrative functions associated with the *Food Act 2006*, *Public Health Act 2005*, *Public Health (Infection Control for Personal Appearance Services) Act 2003* and *Residential Services (Accreditation) Act 2002*.

Food Act 2006

The *Food Act 2006* commenced on 1 July 2006. The purpose of the Act is to ensure that food for sale is safe and suitable for human consumption, to prevent misleading conduct relating to the sale of food; and to apply the national food standards code (including the food safety standards which are administered by council).

The objectives are achieved by providing local government powers relating to:

- Administration of the food business licensing system
- Accreditation of Food Safety Programs
- Issuing of certain enforcement notices on non-compliant businesses
- Review of decisions
- Approval of forms

At the General Meeting of 26 July 2006, Council resolved to delegate these powers under section 472(2)(d) of the *Local Government Act 1993*, to the Chief Executive Officer.

Public Health Act 2005

The *Public Health Act 2005* was passed by the Queensland Parliament in November 2005, with the purpose of protecting and promoting the health of the Queensland public. In particular, local governments are responsible for managing and mitigating certain public health risks within the community.

The objectives are achieved by providing local government powers relating to:

- Issuing, monitoring and enforcing public health orders
- Approval of forms

At the General Meeting of 30 January 2008, Council resolved to delegate these powers under section 472(2)(d) of the *Local Government Act 1993*, to the Chief Executive Officer.

Public Health (Infection Control for Personal Appearance Services) Act 2003

The *Public Health (Infection Control for Personal Appearance Services) Act 2003* commenced on 24 November 2011. The purpose of the Act is to minimise the risk of infection that may result from the provision of personal appearance services.

The objectives are achieved by providing local government powers relating to:

- Administration of licences for businesses providing higher risk personal appearance services
- Administration of licences for mobile higher risk personal appearance services
- Inspection of businesses to monitor compliance
- Review of decisions
- Forfeiture of things
- Approval of forms
- Issue of remedial notices

At the General Meeting of 25 August 2004, Council resolved to delegate these powers under section 472(2)(d) of the *Local Government Act 1993*, to the Chief Executive Officer.

Residential Services (Accreditation) Act 2002

The *Residential Services (Accreditation) Act 2002* commenced in 2002. The purpose of the Act is to establish a system of regulation for residential premises used as share accommodation with four or more residents. The Act excludes premises regulated under other legislation such as nursing homes, hospitals and hostels, and other premises such as hotels or motels.

The objectives are achieved by providing local government powers relating to issuing certificates of compliance to premises under section 29 of the Act.

At the General Meeting of 12 November 2003, Council resolved to delegate authority under section 472(2)(d) of the *Local Government Act 1993*, to the Chief Executive Officer.

When Council is delegated authority for enforcement under State legislation, it is usual practice for Council to delegate to the Chief Executive Officer authority:

- a) to administer and enforce compliance with the legislation (this is then sub delegated to nominated and suitably experienced Redland City Council officers).
- b) to appoint authorised officers and issue identity cards

Such delegation provides for optimum efficiency and effectiveness in the administration of the laws and appointment of officers.

Officers of the Health and Environment Unit, within the Community Standards Group, will be responsible for undertaking the administration functions associated with the legislation.

RELATIONSHIP TO CORPORATE PLAN

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

FINANCIAL IMPLICATIONS

There are no financial implications impacting Council as a result of this report.

PLANNING SCHEME IMPLICATIONS

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

OPTIONS

Preferred

That Council resolve, under section 257(1)(b) of the *Local Government Act 2009*, to delegate to the Chief Executive Officer authority to:

1. Exercise the powers and responsibilities under Sections 55, 56, 57, 58, 59, 60, 62, 64, 67, 68, 69, 72, 73, 74, 75, 77, 78, 79, 80, 81, 82, 83, 90, 91, 92, 97, 103, 104, 105, 106, 107, 108, 109, 110, 112, 113, 114, 115, 118, 119, 120, 121, 160 and 210 of the *Food Act 2006*;
2. Exercise the powers and responsibilities under Sections 14(1), 24, 31, 32, 388, 393, 406 and 407 of the *Public Health Act 2005*;
3. Exercise the powers and responsibilities under Sections 33, 34, 35, 36, 37, 38, 41, 44, 45, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 62, 65, 68, 69, 105, 111, 121, 122, 140, 147, 154 and 155 of the *Public Health (Infection Control for Personal Appearance Services) Act 2003*;
4. Exercise the powers associated with Sections 70 and 74 of the *Public Health (Infection Control for Personal Appearance Services) Act 2003*, to appoint authorised officers and issue identity cards; and
5. Issue Certificates of Compliance to premises under Section 29 of the *Residential Services (Accreditation) Act 2002*.

Alternative

That Council, by resolution, makes decisions on the administration of this legislation – including the appointment of officers, enforcement action against business or individuals; the review and approval of applications and licences.

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr M Elliott
Seconded by: Cr W Boglary

That Council resolve, under section 257(1)(b) of the *Local Government Act 2009*, to delegate to the Chief Executive Officer authority to:

1. Exercise the powers and responsibilities under Sections 55, 56, 57, 58, 59, 60, 62, 64, 67, 68, 69, 72, 73, 74, 75, 77, 78, 79, 80, 81, 82, 83, 90, 91, 92, 97, 103, 104, 105, 106, 107, 108, 109, 110, 112, 113, 114, 115, 118, 119, 120, 121, 160 and 210 of the *Food Act 2006*;
2. Exercise the powers and responsibilities under Sections 14(1), 24, 31, 32, 388, 393, 406 and 407 of the *Public Health Act 2005*;
3. Exercise the powers and responsibilities under Sections 33, 34, 35, 36, 37, 38, 41, 44, 45, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 62, 65, 68, 69, 105, 111,

121, 122, 140, 147, 154 and 155 of the *Public Health (Infection Control for Personal Appearance Services) Act 2003*;

4. Exercise the powers associated with Sections 70 and 74 of the *Public Health (Infection Control for Personal Appearance Services) Act 2003*, to appoint authorised officers and issue identity cards; and
5. Issue Certificates of Compliance to premises under Section 29 of the *Residential Services (Accreditation) Act 2002*.

CARRIED

17 CLOSED SESSION

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

That the following 3 items be discussed and resolved in open session.

- 17.1.1 Schedule of Fees and Charges 2012-2013 (Excluding Redwaste and Redland Water)
- 17.1.2 Schedule of Fees and Charges 2012-2013 for the Redwaste Business Unit
- 17.1.3 Schedule of Fees and Charges 2012-2013 Redland Water

CARRIED

17.1 CORPORATE SERVICES

17.1.1 SCHEDULE OF FEES AND CHARGES 2012-2013 (EXCLUDING REDWASTE AND REDLAND WATER)

Dataworks Filename: FM Fees and Charges 2012/2013

Attachment: [Schedule of Fees & Charges 2012-2013 \(Excluding RedWaste and Redland Water\)](#)

Responsible Officer: Gavin Holdway
Group Manager Financial Services

Author: Deborah Corbett-Hall
Service Manager Commercial Finance

EXECUTIVE SUMMARY

Under sections 97 and 262(3)(c) of the *Local Government Act 2009*, Council may adopt cost-recovery fees and other fees respectively. Additionally, other Acts (e.g. *Sustainable Planning Act 2009* and *Right to Information Act 2009*) also provide Council with the power to adopt a variety of other fees. The *Local Government Act 2009*, together with the *Local Government (Operations) Regulation 2010*, the *Local Government (Finance, Plans and Reporting) Regulation 2010* and the *Local Government (Business Enterprises and Business Activities) Regulation 2010* are also referred and adhered to when developing the annual schedule of fees and charges.

Cost-recovery fees are fees determined under section 97 of the *Local Government Act 2009* must not be more than the cost to the local government of providing the service or taking the action for which the fee is charged.

Council is also able to charge for the services and facilities that it supplies. Unlike cost-recovery fees, Council has the option to factor in a margin for providing a non-regulatory charge. In developing these charges, Council has continued to benchmark various charges against other local authorities and/or commercial operators in order to set a relative and competitive charge for a particular product or service. Other fees have been developed based on the head of power being provided to Council to set a fee or charge other than that provided for under section 97 of the *Local Government Act 2009*.

The Schedule of Fees and Charges for the 2012-2013 financial year includes cost-recovery fees, commercial charges and other fees. In the interests of transparency the attached Fees and Charges Schedule excludes RedWaste and Redland Water

fees and charges. The fees and charges for these two business activities are presented elsewhere on the General Meeting agenda.

The fees and charges development process has utilised a 4.5% weighted price index as prescribed in the corporate Financial Strategy.

Following consideration of fees and charges at Council workshops there have been some immaterial changes recommended as follows:

1. The following amendments have been put forward by the Environment Planning and Development Department for Council consideration:

Code	Fee Details	As at 23 May 2012 workshop	New Fee following further consideration
BP9.12	Installation inspection of Backflow Prevention Device	101.75	102.25
BP9.33	Existing Backflow Prevention Device Annual Registration of Additional Devices on Site	34.00	34.50

2. In June 2012, it was determined that Council will have to continue to run its Caravan Parks for a period during 2012-13 – in response to this late decision the Fees and Charges from the current 2011-2012 schedule have been increased by the internal weighted CPI and are included in the attached Fees and Charges Schedule.
3. A further late change relates to the transfer of responsibility for issuing 4WD permits and Beach Camping by the State government from 1st August 2012. The fees for these items set out in the attached schedule will only be applied for the month of July 2012.

PURPOSE

Under section 97 of the *Local Government Act 2009* and various other sections of other Acts, Council may adopt commercial charges, cost-recovery fees and other fees. This report outlines the underlying parameters and assumptions that were used in the development of the fees and charges. The attached Fees and Charges Schedule covers all services provided by Council (excluding Redland Water and RedWaste) that revenue will be collected against in the 2012-2013 financial year.

BACKGROUND

Section 97 of the *Local Government Act 2009* provides that a local government may rely on its power as a legal entity to charge for services and facilities it supplies other than a service or facility for which a cost-recovery or other fee may be fixed.

Section 97 provides that a local government may, under a local law or resolution, fix a cost-recovery fee for any of the following:

- a) an application for the issue or renewal of a licence, permit, registration or other approval under a Local Government Act (an application fee); or
- b) recording a change of ownership of land; or
- c) giving information kept under a *Local Government Act*; or
- d) seizing property or animals under a *Local Government Act*; or
- e) the performance of another responsibility imposed on the local government under the *Building Act* or the *Plumbing and Drainage Act*.

Other Acts also make provision for a local authority to raise charges in association with activities undertaken under their jurisdiction: for example, *Sustainable Planning Act 2009* and *Right to Information Act 2009*. These charges are identified by type in the attached Fees and Charges Schedule.

ISSUES

The attached Fees and Charges Schedule for 2012-2013 (excluding RedWaste and Redland Water) has been developed as part of the 2012-2013 budget development process and is now presented to Council for adoption covering the following areas:

Governance Department

Right to Information applications and Legal Services.

City Services Department

The fees and charges within this Department include Caravan Parks for part of the year, Redlands Performing Arts Centre, Community and Cultural Services, Club Leasing, Community Halls, Major Venues, Library Fees, Children Services, Respite Care Service, Advertising on Bus Shelters and Event Bookings – Parks and Reserves and Redlands IndigiScapes Centre. City Infrastructure charges also fall within this Department.

Corporate Services Department

Including: Financial Management, Corporate Asset Information and Spatial Systems.

Environment, Planning and Development Department

Including: Development Control, Animal Management, Health and Environment, Local Laws, Engineering Assessment, Design and Coordination, Planning Assessment, Building Certification and Building and Plumbing Services.

Councillor workshops have been held as part of the budget development and in adopting the Fees and Charges Schedule for 2012-2013, (excluding RedWaste and Redland Water), Council will provide the community with a clear statement of intent in relation to Fees and Charges for products and services provided by Council for the upcoming financial year.

RELATIONSHIP TO CORPORATE PLAN

9. An efficient and effective organisation

Council is well respected and seen as an excellent organisation which manages resources in an efficient and effective way

- 9.5 Ensure robust long term financial planning is in place to protect the financial sustainability of Council
- 9.7 Develop our procurement practices to increase value for money within an effective governance framework
- 9.8 Work 'smarter' across departments, in multi-disciplinary teams to achieve continuous improvement and effective co-ordination

FINANCIAL IMPLICATIONS

The Fees and Charges Schedule for 2012-2013 (excluding RedWaste and Redland Water) provides the basis for the development of revenue estimates for products and services charged under the schedule for the coming financial year.

The Fees and Charges have been developed using a number of methodologies, in the main factoring in an increase of internally calculated weighted price index of 4.5% on the 2011-2012 Fees and Charges. Another methodology commonly used to develop a fee or charge by council officers is that of activity based costing. Although not conducted annually, this process is used periodically to capture and cost the direct and indirect related expenditure components that are consumed in the delivery of a particular Council service or facility.

The calculation for developing the 4.5% increase was based on the expected weighted expenditure profile for Council over four main categories of expenditure, these being; general expenditure, general construction costs, road and bridge expenditure and employee related costs such as salary and wages etc. Cost impacts from natural disasters and floods were also an input to calculation of the weighted CPI.

PLANNING SCHEME IMPLICATIONS

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

CONSULTATION

Relevant officers have developed the fees and charges and consultation with the Executive Leadership Group occurred on 8 February and 20 March 2012 and with Councillors on 23 May 2012. Briefing Notes containing background information on various fees and charges have also been provided this budget development process.

OFFICER'S RECOMMENDATION

That Council resolve to adopt the attached Fees and Charges Schedule for 2012-2013 (excluding RedWaste and Redland Water).

COUNCIL RESOLUTION

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

That Council resolve to adopt the attached Fees and Charges Schedule for 2012-2013 (excluding RedWaste and Redland Water), as amended.

CARRIED

DIVISION

FOR: Crs Beard, Talty, Elliott, Edwards, Hewlett, Hardman and Williams

AGAINST: Crs Bishop, Gleeson, Ogilvie and Boglary

17.1.2 SCHEDULE OF FEES AND CHARGES 2012-2013 FOR THE REDWASTE BUSINESS UNIT

Datworks Filename: WM – Fees and Charges
Attachment: [2012-13 RedWaste Fees and Charges](#)
Responsible Officer Name: Elisa Underhill
Manager – City Enterprises
Author Name: Robert Walford
Service Manager - RedWaste

EXECUTIVE SUMMARY

The Local Government Act 2009, together with the Local Government (*Business Enterprises and Business Activities*) Regulation 2010 are referred and adhered to when developing the annual schedule of fees and charges for the RedWaste Business Unit. Specifically Section 20 and Schedule 1 (Pricing Provisions) of the *Local Government (Business Enterprises and Business Activities) Regulation 2010*

The Schedule of Fees and Charges for the RedWaste Business Unit for the 2012-2013 financial year includes full cost pricing and commercial charges and other fees. The range of fees and charges covers services that are provided by the RedWaste Business Unit.

PURPOSE

Under section 92 of the *Local Government Act 2009* and Part 3 of the *Local Government (Business Enterprises and Business Activities) Regulation 2010* and various other sections of other Acts, Council may adopt utility charges, commercial charges, and other fees and charges for carrying out the services by the RedWaste Business Unit. This report outlines the fees and charges endorsed by Council during the RedWaste Fees and Charges Workshop on 21 June 2012.

BACKGROUND

The RedWaste Business Unit is a Type 2 Business Unit under the *Local Government Act 2009*. Therefore, there is a legislative requirement that the fees and charges are full cost priced and that the business unit receives enough revenue to carry out the services it provides.

The Fees and Charges have been developed using a financial model incorporating all costs of the business unit in carrying out the services, including competitive neutrality costs and return on capital as required by legislation. The cost of each activity is estimated by allocating the relevant costs, outlined in the budget for the RedWaste Business Unit, of each activity resulting in a Full Cost Price for each activity.

The RedWaste fees and charges exclude the Closed Landfill unit of RedWaste. The funding to maintain and remediate closed landfills is sourced from the Landfill Remediation Separate Charge, via Corporate POL-3091, and was discussed at the Councillor workshop held on 31 May 2012.

The fees & charges presented reflect the proposed pricing for 2012/2013 commercial and non residential gate fees and other administrative charges. The introduction of

the federal government's carbon price, the recent Council decision to remove residential gate fees and the move towards an accelerated capital program over the next ten years are issues expected to have significant impacts on the business, however the quantum of all these impacts can only be modelled to the best available information at the time of setting budget.

Further to this the Queensland State Government Industry Waste Levy will no longer be applied to commercial gate fees at the waste transfer stations. Although the levy amount has been reduced to \$0, RedWaste will be required to continue reporting commercial waste tonnages received under the Waste Reduction and Recycling Act 2011.

ISSUES

Council resolved at the May 2012 General Meeting to remove gate fees for domestic users from 1 July 2012. On this basis the revenue required to be generated to cover the business unit costs in 2012/2013 will be sourced solely from the utility charges, gate fees for commercial and non residents users, and waste management sales including the sale of scrap metal, cardboard and renewable energy royalty payments.

The Schedule of Fees and Charges for 2012-2013 for the RedWaste Business Unit has been developed as part of the 2012-2013 budgeting process and is now presented to Council for consideration and adoption. As attached, the Schedule of Fees & Charges 2012-2013 for the RedWaste Business Unit includes all fees and charges, agreed to by Council in the workshop held 21 June 2012.

The following assumptions have been adopted within the 2012/2013 Fees & Charges Schedule:

- No gate fees will apply at Council transfer stations from 1 July 2012 for residential users.
- Gate fees will still apply from 1 July 2012 to commercial customers, non residents and to residents unable to provide proof of residency within the City.
- Non-residential gate fees are Full Cost Priced
- The 2012/13 RedWaste Budget has been adopted using Activity Based Costing (ABC) model assumptions.
- Transfer to RedWaste reserve is nil.
- The business unit has recently reviewed the Dividend Policy and Guideline to ensure its accuracy and relevance in determining the 2012/13 RedWaste Budget.

RELATIONSHIP TO CORPORATE PLAN

The recommendation primarily supports Vision Outcome **9: *An efficient and effective organisation.*** In particular, the following outcome was the main consideration during the annual development of the forecast fees and charges revenue:

9.5 Ensure robust long term financial planning is in place to protect the financial sustainability of Council.

It also supports Vision Outcome **2: *Our green living*** choices will improve our quality of life and our children's lives, through our sustainable and energy efficient use of resources, transport and infrastructure, and our well informed responses of risks such as climate change.

FINANCIAL IMPLICATIONS

The Schedule of Fees and Charges for 2012-2013 for the RedWaste Business Unit provides the basis for the development of revenue estimates for products and services charged under the schedule and provided by the RedWaste Business Unit for the coming financial year.

PLANNING SCHEME IMPLICATIONS

The City Planning & Environment Group was not consulted as it is considered that the outcome of recommendations in this report will not require any amendments to the Redlands Planning Scheme.

CONSULTATION

Workshops were conducted with members of the Executive Leadership Group on:

- 4 May 2012
- 17 May 2012
- 31 May 2012

RedWaste Fees and Charges budget workshop was conducted with Elected Members on:

- 21 June 2012

Preferred

That Council resolve to adopt the Schedule of Fees and Charges for 2012-2013 for the RedWaste Business Unit, as per the attached documentation.

Alternative

That Council resolve to not adopt proposed 2012/13 RedWaste Fees and Charges.

OFFICER'S RECOMMENDATION

That Council resolve to adopt the Schedule of Fees and Charges for 2012-2013 for the RedWaste Business Unit, as per the attached documentation.

COUNCIL RESOLUTION

Moved by: Cr M Edwards

Seconded by: Cr L Hewlett

That Council resolve to adopt the Schedule of Fees and Charges for 2012-2013 for the RedWaste Business Unit, as per the attached documentation, as amended.

CARRIED

DIVISION

FOR: Crs Beard, Talty, Edwards, Hewlett, Hardman and Williams

AGAINST: Crs Bishop, Gleeson, Elliott, Ogilvie and Boglary

17.1.3 SCHEDULE OF FEES AND CHARGES 2012-2013 REDLAND WATER

Dataworks Filename: RW Fees and Charges 2012-2013
Attachment: [RW Fees and Charges 2012-2013](#)
Responsible Officer: Gavin Holdway
Manager Financial Control
Author: Sandra Carseldine
Senior Accountant Commercial Businesses

EXECUTIVE SUMMARY

Under sections 97 and 262(3)(c) of the *Local Government Act 2009*, Council may adopt cost-recovery fees and other fees respectively. Additionally, other Acts (e.g. *Sustainable Planning Act 2009* and *Right to Information Act 2009*) also provide Council with the power to adopt a variety of other fees. The *Local Government Act 2009*, together with the *Local Government (Operations) Regulation 2010*, the *Local Government (Finance, Plans and Reporting) Regulation 2010* and the *Local Government (Business Enterprises and Business Activities) Regulation 2010* are also referred and adhered to when developing the annual schedule of fees and charges.

Cost-recovery fees are fees determined under section 97 of the *Local Government Act 2009*. A cost-recovery fee must not be more than the cost to the local government of providing the service or taking the action for which the fee is charged.

Council is also able to charge for the services and facilities that it supplies. Unlike cost-recovery fees, Council has the option to factor in a margin for providing a non-regulatory charge. Other fees have been developed based on the head of power being provided to Council to set a fee or charge other than that provided for under section 97 of the *Local Government Act 2009*.

The Redland Water Schedule of Fees and Charges for the 2012-2013 financial year includes cost-recovery fees, commercial charges and other fees and is independently presented to Council.

The fees and charges development process used a 4.5% weighted index as prescribed in the corporate Financial Strategy.

PURPOSE

Under section 97 of the *Local Government Act 2009* and various other sections of other Acts, Council may adopt commercial charges, cost-recovery fees and other fees. This report outlines the underlying parameters and assumptions that were used in the development of the forecast revenue. The attached schedule illustrates a fee or charge for all services provided by Redland Water that revenue will be collected against in the 2012-2013 financial year.

BACKGROUND

Section 97 of the *Local Government Act 2009* provides that a local government may rely on its power as a legal entity to charge for services and facilities it supplies other than a service or facility for which a cost-recovery or other fee may be fixed.

Section 97 provides that a local government may, under a local law or resolution, fix a cost-recovery fee for any of the following:

- a) an application for the issue or renewal of a licence, permit, registration or other approval under a Local Government Act (an application fee); or
- b) recording a change of ownership of land; or
- c) giving information kept under a *Local Government Act*; or
- d) seizing property or animals under a *Local Government Act*; or
- e) the performance of another responsibility imposed on the local government under the *Building Act* or the *Plumbing and Drainage Act*.

Other Acts also make provision for a local authority to raise charges in association with activities undertaken under their jurisdiction: for example, *Sustainable Planning Act 2009* and *Right to Information Act 2009*. These charges are identified by type in the attached fees and charges schedule.

ISSUES

The Schedule of Fees and Charges for 2012-2013 Redland Water has been developed as part of the 2012-2013 budget development process and is now presented to Council for adoption. As attached, the Schedule of Fees & Charges Redland Water for 2012-2013 includes commercial charges, cost-recovery fees and other fees.

A workshop was held on 6 June 2012 with Councillors as part of the budget development to review the Schedule of Fees and Charges. In adopting the Schedule of Fees and Charges for 2012-2013, Council will provide the community with a clear statement of intent in relation to fees and charges for products and services of Redland Water for the upcoming financial year.

RELATIONSHIP TO CORPORATE PLAN

9. An efficient and effective organisation

Council is well respected and seen as an excellent organisation which manages resources in an efficient and effective way

- 9.5 Ensure robust long term financial planning is in place to protect the financial sustainability of Council
- 9.7 Develop our procurement practices to increase value for money within an effective governance framework
- 9.8 Work 'smarter' across departments, in multi-disciplinary teams to achieve continuous improvement and effective co-ordination

FINANCIAL IMPLICATIONS

The Schedule of Fees and Charges for 2012-2013 Redland Water provides the basis for the development of revenue estimates for products and services charged under the schedule for the coming financial year.

The fees and charges have been developed using a number of methodologies, in the main factoring in an increase of internally calculated weighted index of 4.5% on the 2011-2012 Fees and Charges as appropriate. Another methodology commonly used

to develop a fee or charge by council officers is that of activity-based costing. Although not conducted annually, this process is used periodically to capture and cost the direct and indirect related expenditure components that are consumed in the delivery of a particular Council service or facility.

The calculation for developing the 4.5% increase was based on the expected weighted expenditure profile for Council over four main categories of expenditure, these being; general expenditure, general construction costs, road and bridge expenditure and employee related costs such as salary and wages etc. Cost impacts from natural disasters and floods were also an input to calculation of the weighted CPI.

PLANNING SCHEME IMPLICATIONS

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

CONSULTATION

Group managers, service managers and council officers have developed the fees and charges for their respective areas. Workshops were conducted with Councillors on 6 June 2012.

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

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

That Council resolve to adopt the Schedule of Fees and Charges for 2012-2013 Redland Water as per the attached documentation.

CARRIED

DIVISION

FOR: Crs Beard, Talty, Elliott, Edwards, Hewlett, Hardman and Williams

AGAINST: Crs Bishop, Gleeson, Ogilvie and Boglary

18 MEETING CLOSURE

There being no further business, the Mayor declared the meeting closed at 10.58am.

Signature of Chairperson: _____

Confirmation date: _____