

Redland
CITY COUNCIL

AGENDA

GENERAL MEETING

**Wednesday, 23 May 2018
commencing at 9.30am**

The Council Chambers
91 - 93 Bloomfield Street
CLEVELAND QLD

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1 DECLARATION OF OPENING

On establishing there is a quorum, the Mayor will declare the meeting open.

Recognition of the Traditional Owners

Council acknowledges the Quandamooka people who are the traditional custodians of the land on which we meet. Council also pays respect to their elders, past and present, and extend that respect to other indigenous Australians who are present.

2 RECORD OF ATTENDANCE AND LEAVE OF ABSENCE

Motion is required to approve leave of absence for any Councillor absent from today's meeting.

3 DEVOTIONAL SEGMENT

Member of the Ministers' Fellowship will lead Council in a brief devotional segment.

4 RECOGNITION OF ACHIEVEMENT

Mayor to present any recognition of achievement items.

5 RECEIPT AND CONFIRMATION OF MINUTES**6 MATTERS OUTSTANDING FROM PREVIOUS COUNCIL MEETING MINUTES**

There are no matters outstanding.

7 PUBLIC PARTICIPATION

In accordance with s.31 of POL-3127 Council Meeting Standing Orders:

1. In each meeting (other than special meetings), a period of 15 minutes may be made available by resolution to permit members of the public to address the local government on matters of public interest relating to the local government. This period may be extended by resolution.
2. Priority will be given to members of the public who make written application to the CEO no later than 4.30pm two days before the meeting. A request may also be made to the chairperson, when invited to do so, at the commencement of the public participation period of the meeting.
3. The time allocated to each speaker shall be a maximum of five minutes. The chairperson, at his/her discretion, has authority to withdraw the approval to address Council before the time period has elapsed.
4. The chairperson will consider each application on its merits and may consider any relevant matter in his/her decision to allow or disallow a person to address the local government, e.g.
 - a) Whether the matter is of public interest;
 - b) The number of people who wish to address the meeting about the same subject
 - c) The number of times that a person, or anyone else, has addressed the local government previously about the matter;
 - d) The person's behaviour at that or a previous meeting' and

- e) If the person has made a written application to address the meeting.
5. Any person invited to address the meeting must:
- a) State their name and suburb, or organisation they represent and the subject they wish to speak about;
 - b) Stand (unless unable to do so);
 - c) Act and speak with decorum;
 - d) Be respectful and courteous; and
 - e) Make no comments directed at any individual Council employee, Councillor or member of the public, ensuring that all comments relate to Council as a whole.

8 PETITIONS AND PRESENTATIONS

Councillors may present petitions or make presentations under this section.

9 MOTION TO ALTER THE ORDER OF BUSINESS

The order of business may be altered for a particular meeting where the Councillors at that meeting pass a motion to that effect. Any motion to alter the order of business may be moved without notice.

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

Councillors are reminded of their responsibilities in relation to a Councillor's material personal interest and conflict of interest at a meeting (for full details see sections 172 and 173 of the *Local Government Act 2009*). In summary:

If a Councillor has a material personal interest in a matter before the meeting:

The Councillor must—

- *inform the meeting of the Councillor's material personal interest in the matter; and*
- *leave the meeting room (including any area set aside for the public), and stay out of the meeting room while the matter is being discussed and voted on.*

The following information must be recorded in the minutes of the meeting, and on the local government's website—

- *the name of the Councillor who has the material personal interest, or possible material personal interest, in a matter;*
- *the nature of the material personal interest, or possible material personal interest, as described by the Councillor.*

A Councillor has **a material personal interest** in the matter if any of the following persons stands to gain a benefit, or suffer a loss, (either directly or indirectly) depending on the outcome of the consideration of the matter at the meeting—

- (a) the Councillor;
- (b) a spouse of the Councillor;
- (c) a parent, child or sibling of the Councillor;
- (d) a partner of the Councillor;

- (e) an employer (other than a government entity) of the Councillor;
- (f) an entity (other than a government entity) of which the Councillor is a member;
- (g) another person prescribed under a regulation.

If a Councillor has a conflict of interest (*a real conflict of interest*), or could reasonably be taken to have a conflict of interest (*a perceived conflict of interest*) in a matter before the meeting:

The Councillor must—

- deal with the *real conflict of interest or perceived conflict of interest in a transparent and accountable way*.
- Inform the meeting of—
 - (a) the Councillor's personal interests in the matter; and
 - (b) if the Councillor participates in the meeting in relation to the matter, how the Councillor intends to deal with the *real or perceived conflict of interest*.

The following must be recorded in the minutes of the meeting, and on the local government's website—

- (a) the name of the Councillor who has the *real or perceived conflict of interest*;
- (b) the nature of the personal interest, as described by the Councillor;
- (c) how the Councillor dealt with the *real or perceived conflict of interest*;
- (d) if the Councillor voted on the matter—how the Councillor voted on the matter;
- (e) how the majority of persons who were entitled to vote at the meeting voted on the matter.

A **conflict of interest** is a conflict between—

- (a) a Councillor's personal interests (including personal interests arising from the Councillor's relationships, for example); and
 - (b) the public interest;
- that might lead to a decision that is contrary to the public interest

11 REPORTS FROM THE OFFICE OF THE CEO

Nil

12 REPORTS FROM ORGANISATIONAL SERVICES

12.1 OPERATIONAL PLAN QUARTERLY PERFORMANCE REPORT MARCH 2018

Objective Reference:

Authorising Officer: John Oberhardt, General Manager Organisational Services

Responsible Officer: Vivek Vivekandam, Group Manager Corporate Strategy and Performance

Report Author: Lorraine Lee, Senior Adviser Corporate Planning and Performance

Attachments: 1. Operational Plan Quarterly Performance Report March 2018 ↓

PURPOSE

The purpose of this report is to provide a progress report against the Operational Plan 2017/18 for the third quarter from 1 January to 31 March 2018.

BACKGROUND

The *Local Government Act 2009* (the Act) requires Council to adopt an Operational Plan each year. The Operational Plan 2017/18 forms an important part of Council's strategic planning process and sets out the work Council plans to deliver towards achievement of the Corporate Plan.

The Act also requires the Chief Executive Officer to present a written assessment of Council's progress towards implementing the annual Operational Plan at meetings of Council, at least quarterly.

ISSUES

The attached Operational Plan Quarterly Performance Report March 2018 provides a status update for each significant activity, together with a comment outlining progress for the quarter. The information in the report has been provided by the responsible departments for each significant activity.

Status of Significant Activities Defined within the 8 Outcomes	
On Track	60
Monitor	7
Total	67

SUMMARY

Of the 67 significant activities defined within the 2017/18 Operational Plan:

- 60 activities are on track
- 7 activities are being closely monitored, indicating that they are slightly behind target with their progress.

More detailed information on each significant activity is outlined in the attached Operational Plan Quarterly Performance Report March 2018.

STRATEGIC IMPLICATIONS

Legislative Requirements

Council's Operational Plan 2017/18 is an important statutory document which sets out the significant activities that Council plans to deliver in 2017/18. The significant activities directly

contribute to outcomes specified in the Corporate Plan. Tracking progress against this plan provides a useful assessment of Council's performance in delivering against its plans.

The *Local Government Regulation 2012* (section 174) states that "the chief executive officer must present a written assessment of the local government's progress towards implementing the annual operational plan at meetings of the local government held at regular intervals not more than 3 months". Under the same section of the regulation, Council is allowed to amend the plan at any time before the end of the financial year.

Risk Management

The risk of not delivering against Council's Operational Plan is that Council does not achieve the commitments set out in the longer term corporate and community plans. Each significant activity has associated risks which are managed by the relevant area of Council.

Financial

The Operational Plan 2017/18 is funded from the annual budget.

People

Significant activities listed in the Operational Plan 2017/18 are managed by the responsible Council group. The status and comments for each significant activity in the attached report are provided by the relevant group. The report is compiled by the Corporate Strategy and Transformation Unit. Although delivery of the plan itself is dependent on staff resources and some significant activities relate to people issues, there are no direct impacts on people resulting from this report.

Environmental

Some significant activities within the Operational Plan 2017/18 directly contribute to Council's environmental commitments. However, this report does not have any direct environmental impacts.

Social

Some significant activities within the Operational Plan 2017/18 directly contribute to Council's social commitment. However, this report does not have any direct social impacts.

Alignment with Council's Policy and Plans

Council's Operational Plan 2017/18 outlines planned significant activities against the eight outcomes in the Corporate Plan and the Council strategic priorities that have been identified this term of Council. As such, it is a key planning document and consistent with both the Corporate Plan and the Redlands 2030 Community Plan.

CONSULTATION

The Corporate Planning and Transformation Unit has prepared the attached report in consultation with relevant officers and managers within Council. The status and comments have been provided by the officers involved in delivering the particular significant activities within the Operational Plan 2017/18.

OPTIONS**Option One**

That Council resolves to note the Operational Plan Quarterly Performance Report March 2018.

Option Two

That Council requests additional information in relation to the attached Operational Plan Quarterly Performance Report March 2018.

OFFICER'S RECOMMENDATION

That Council resolves to note the Operational Plan Quarterly Performance Report March 2018.



Operational Plan 2017 - 2018

January to March 2018



Strategic Priority Summary Q3 2017/2018

Redland City Council has identified a number of strategic priorities that intend to shape the Council's vision for its current term alongside our Corporate Plan and other responsibilities and commitments to the community. Council has undertaken various activities that contribute towards delivering of these priorities during this quarter.

Economic Development

A validation process was undertaken of the *Redland City Economic Development Framework* following the release of 2016 Australian Bureau of Statistics Census data, with findings confirming the eight key industry sectors in the Framework. Following consultation with the Redlands Economic Development Advisory Board (EDAB), Council officers progressed the draft Industry Action Plans for education and training, and health care and social assistance.

Council began preparations for a joint business breakfast with the Redland City Chamber of Commerce, scheduled for May. The business breakfast will provide an opportunity for local businesses and the community to be briefed about the \$3 billion Queen's Wharf Brisbane integrated resort development led by consortium partner The Star Entertainment Group; the Brisbane Airport Corporation's \$1.3 billion new runway; and local economic development initiatives.

As part of advocacy for Redlands' involvement in the Trade 2018 program a draft itinerary was offered to Games delegates to visit sites including the Redlands Health and Wellness Precinct and Toondah Harbour Priority Development Area.

Redland City Council is the lead for *Project 13: Location and Interpretive Signage* of the State Government North Stradbroke Island Economic Transition

Strategy. A revised scope for *Project 13* was approved by the State Government, and the funding agreement is being finalised.

Sport, Education, Arts

Council commenced a detailed survey and hydrology study of a site at Heinemann Road to enable the area to be designed for sports that are best fit to the land.

Council received funding from the State and Federal government for the delivery of healthy and active programs in support of the Gold Coast Commonwealth Games. This program was conducted over a 10 week period at a variety of sites and on average 350 participants per week attended.

In an effort to further build club resilience our Sport and Recreation officers continue to engage at a local level.

Council officers progressed the draft Education and Training Action Plan following consultation with the Economic Development Advisory Board (EDAB), with board feedback to be incorporated prior to consideration by Council.

17,800 people visited Creative Arts performances, exhibitions and workshops within the quarter, with Redlands Art Gallery Cleveland opening to coincide with the Queen's Baton Relay on Saturday 31 March. The exhibition showing at the Gallery at the time was 'The Search for Warrajamba' by Delvene Cockatoo-Collins, local Quandamooka artist and designer of the medals for the Commonwealth Games.

In local community arts both Redland City Choir and Redland Sinfonia began their 2018 rehearsal schedule at RPAC in January. Indelabilityarts rehearsed at RPAC for an upcoming performance at the Adelaide Fringe Festival (the only Queensland theatre group funded by the festival to attend).

Work continued on public art design and construction planning for Wellington Point. The Public Art Plan progressed to internal consultation in preparation for Council review.

Transport

Council managed the successful demonstration of an autonomous bus in Cleveland in March, with these vehicles having the potential to solve many transport challenges faced in the Redlands. The event provided an opportunity to introduce the technology to the wider community, initiate a conversation about the locations within Redlands where this type of technology has potential application, and enabled the Mayor to meet the Minister for Transport and Main Roads to discuss the benefit of this technology for the Redlands.

During the quarter Council completed geotechnical and environment investigations, and progressed to final stages of design for the Moreton Bay Cycleway at Victoria Point (Cameron Court to Point O'Halloran Road). Work was also undertaken on the footpath network with 38 metres of new path installed on Russell Island and 80 metres upgraded at Capalaba. Council also successfully advocated for the Weinam Creek bus station upgrade, which was completed by the State Government this quarter.

Three major infrastructure projects were identified for investigation as part of the Cross Boundary Connectivity Project, which have the potential to create greater connectivity between Redlands and surrounding local government areas.

The Redlands Transport Strategy project is on track for delivery, with the engagement of key stakeholders including transport service providers, neighbouring local governments and state agencies. In addition to the overarching transport strategy, a specific localised project has been initiated for Cleveland. The Cleveland Centre Traffic and Transport Strategy aims to

create a connected, walkable and accessible town centre that also aligns with redevelopment of current off-street car parks.

City Plan

Council officers have continued to work with the State Government providing additional documentation in support of changes by Council to the proposed Planning Scheme in response to submissions. Council responded to the Department of State Development, Manufacturing, Infrastructure and Planning in February 2018 with its position on outstanding matters following a second State Interest Review.

As the proposed Planning Scheme was prepared under the *Sustainable Planning Act 2009*, an alignment version of the draft City Plan under the *Planning Act 2016* was submitted to the Department for approval by the Planning Minister for adoption by Council.

On commencement, the new City Plan will include the Local Government Infrastructure Plan which was approved for adoption by the Planning Minister on 15 March 2018.

Branding and Identity

A Quandamooka artist was engaged in January 2018 to deliver collaboration on the logo design for Council's new brand, with the final artwork completed in March. Recommendation of the final identity, brand architecture and launch plans were presented to the EDAB in March 2018. The launch plans include several internal and external campaigns including industry and business launch events, a tourism video and destination website, among many other initiatives. Internal briefings were also held throughout the quarter.

Smart Cities and Digital Connectivity

Redland City Council continues to partner with Griffith University, Logan City Council, Redland City Chamber of Commerce and a local advisory group to deliver the Advancing Regional Innovation Program. A workshop was held with

local schools to grow and foster local innovation, and a number of local businesses selected to participate in the upcoming Myriad Festival.

A number of vendors have been canvassed seeking a wireless and fixed line fibre solution to internet connectivity for industrial estates in the Redlands. At this point in time, no viable solutions have been identified.

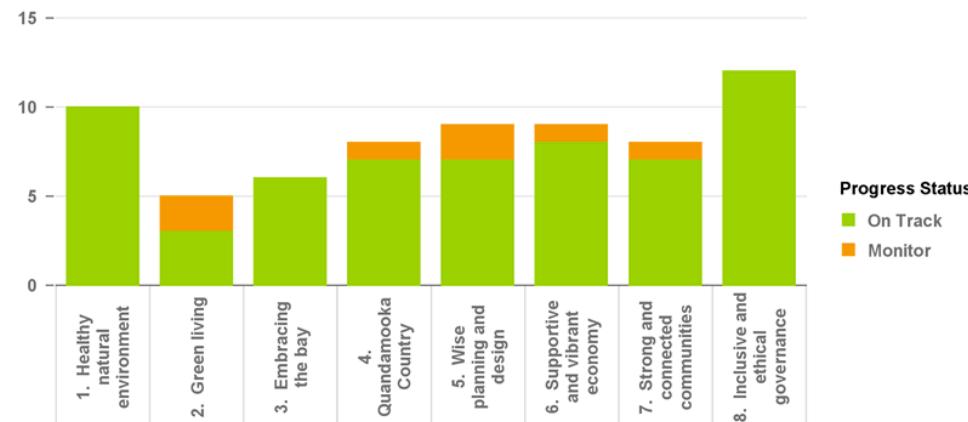
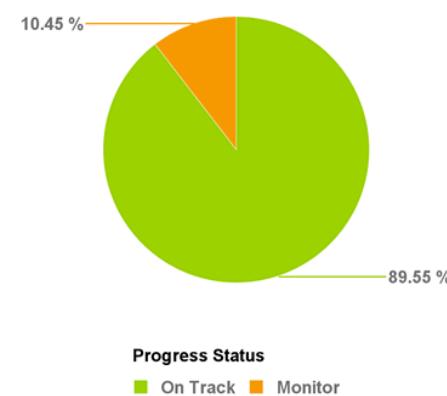
Council has been advised that North Stradbroke Island (southern end) and Russell Island (Southern Moreton Bay Islands) have been included in round three of the Australian Government Department of Infrastructure, Regional Development and Cities Mobile Black Spot Program.

Public Wi-Fi has been trialled in the Cleveland precinct with the trial commencing at the Roadshow event for the autonomous vehicle. This trial will contribute towards a Proof of Concept to support consideration of further public Wi-Fi availability within Redland City.

Work has been ongoing in the development of a digital signage plinth for installation at key transport nodes within the City. Contractors engaged by Council created a live working demonstration of the software integration with Translink that provides real-time feeds of bus arrivals and departures.

Vision Outcome Summary

Vision Outcome	On Track	Monitor	Total
1 Healthy natural environment	10	0	10
2 Green living	3	2	5
3 Embracing the bay	6	0	6
4 Quandamooka Country	7	1	8
5 Wise planning and design	7	2	9
6 Supportive and vibrant economy	8	1	9
7 Strong and connected communities	7	1	8
8 Inclusive and ethical governance	12	0	12
Total	60	7	67



On Track The significant activity is progressing on time and on budget and is on track for delivery

Monitor There are issues with timeframes and/or budget but it is still expected that with close monitoring the significant activity will be delivered

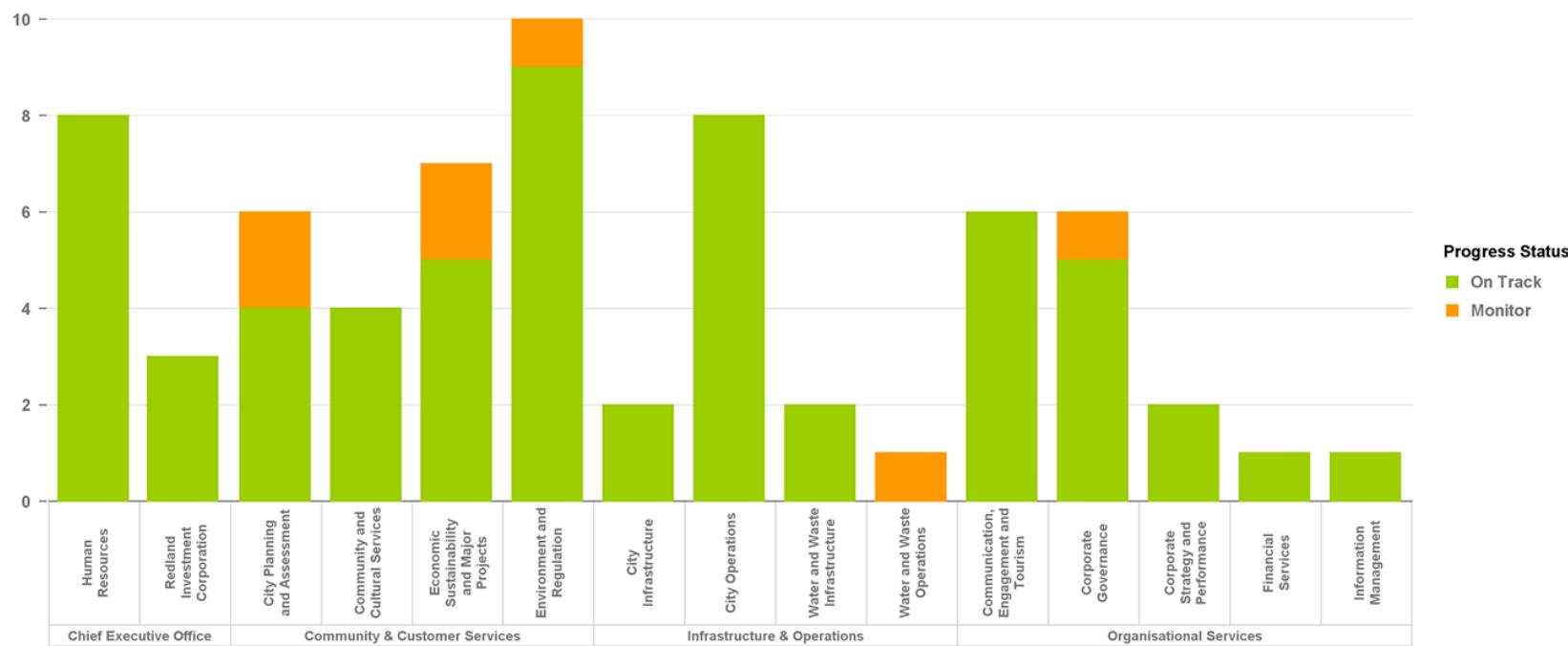
Concern There are significant delays or budget issues and it is unlikely that the significant activity will be delivered

Complete The significant activity has been delivered

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Organisational Performance – Quarter Summary

Department	On Track	Monitor	Total
Chief Executive Office	11	0	11
Community & Customer Services	22	5	27
Infrastructure & Operations	12	1	13
Organisational Services	15	1	16
Total	60	7	67
12 -			



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1. Healthy natural environment

2020 Strategic Outcomes

- 1.1 Redland's natural assets including flora, fauna, habitats, biodiversity, ecosystems and waterways are managed, maintained and monitored.
- 1.2 Threatened species are maintained and protected, including the vulnerable koala species.
- 1.3 Community and private landholder stewardship of natural assets increases.
- 1.4 Visitors experience our natural assets through high standard facilities, trails, interpretation and low impact commercial ventures.

Significant Activity	Op Plan Ref	Key Accountable	Status	Comment
Manage Council owned water bodies for improved environmental outcomes.	1.1.1	Infrastructure & Operations	On Track	Council's Roads, Drainage & Marine unit has undertaken maintenance of the Stormwater Improvement Devices (SQIDs). Each of the devices contribute to the biodiversity, ecosystem and water quality within the Redlands. The maintenance work included manual weed control, rubbish removal, planting and spraying water weeds.
Plan and deliver conservation restoration activities.	1.1.2	Infrastructure & Operations	On Track	Rehabilitation work included weed control, soil conditioning and the revegetation of degraded sites. Additional work included planning for future rehabilitation programs to be undertaken in the catchments of Coolwynpin, Tarradarrapin, Hilliards, Moogurrupum and Epraphah.
Engage and deliver restoration through partnership with community and external groups.	1.1.3	Community & Customer Services	On Track	Redland City Council community environmental extension services engaged with private land owners through the following programs: Land for Wildlife, Koala Conservation Agreement Program, Waterways Extension Program and Your Backyard Garden. A total of 42 community bushcare groups are active and working with Council in the Redlands. The total number of plants planted was 564 for this quarter. Of these, 30 were koala food trees. In addition, 60 working bees were undertaken during January to March in various locations in the Redlands. In February the Convenors Workshop was held with 27 volunteers attending. In addition the Egret Colony Wetlands open day planting with Conservation Volunteers Australia/Green Army was well attended. The Connecting with Koalas Event (75 participants), Don't Waste It and Weave It workshop (16 participants) were also conducted in March.

Significant Activity	Op Plan Ref	Key Accountable	Status	Comment
Continue implementing a program to plant one million native plants in the Redlands by 2026.	1.1.4	Infrastructure & Operations	On Track	Approximately 20,590 additional plants were planted in the third quarter by Parks and Conservation and Bushcare which contributes to the 1 Million Native Plants project.
Implement the Natural Environment Policy.	1.2.1	Community & Customer Services	On Track	Council's Koala Conservation Strategy and Action Plan implementation is on track with research completed on methods for assessing koala populations and research/survey projects planned for commencement in April. The Wildlife Connections Plan (Networks and Corridors Strategy) was adopted on 21 February with documents being uploaded to the Council website. Implementation and Council integration relating to the Plan has commenced.
Plan and deliver community education programs to protect native wildlife.	1.2.2	Community & Customer Services	On Track	Two koala plantings and community education talks were completed between January and March. Compilation and analysis of 2017 raptor nesting season data has been completed. Approximately 1,100 calls were received by the Redland Wildlife Ambulance and Wildlife Care Network. Environmental education programs and events were delivered in February and March - Living Green Expo (approximately 800 persons in attendance) and the Community Fire Management Workshop.
Partner with community for improved environmental outcomes.	1.3.1	Community & Customer Services	On Track	80 private property visits were conducted as part of the Environmental Partnerships program. A total of 25.8 kg soft plastics, 32 kg batteries, 250 kg of storage media, 15kg of mobile phones and 12 kg of coffee pods were recycled via the IndigiScapes Centre during January to March. 17 schools and child care centres were visited, with 290 participants overall in the waste education and schools programs. A Fire Management Workshop was held in March to assist property owners to balance fire safety with bushland conservation.
Deliver land management extension programs within the community.	1.3.2	Community & Customer Services	On Track	The Land for Wildlife program currently has 179 participants. The Koala Conservation Program currently has 78 participants and the Waterways Extension Program has 102 participants. Total number of plants distributed to participating private properties was 2,062 with an additional 101 plants being koala food trees.

Significant Activity	Op Plan Ref	Key Accountable	Status	Comment
Enhance the visitor experience of Redland's natural assets.	1.4.1	Infrastructure & Operations	On Track	The Bayview Conservation Area (BCA) is almost complete with the installation of a day use area carpark, facilities and signage to be opened on 28 April 2018. New signage and mapping was created for the BCA and installed in the reserve. New entrance signage was installed for the BCA main day use area and Days Road entrances. The BCA website page has been updated with new mapping and information to ensure visitors get the latest information. Two mountain bike/walking trails have been constructed and are open for use.
Improve the customer experience at IndigiScapes.	1.4.2	Community & Customer Services	On Track	Construction of the Stage 1 IndigiScapes nursery shed and greenhouses are complete. The development application for Stage 2 of the IndigiScapes Expansion (refurbishment and new build of the current IndigiScapes Centre) has progressed to public notification, with detailed design documentation being progressed to 90% complete.

2. Green living

2020 Strategic Outcomes

- 2.1 Council's policies and plans support ecologically sustainable development and respond to climate change issues.
- 2.2 Sustainable building design (for example, solar panels and water tanks) is supported through education and advocacy.
- 2.3 Council's waste management plans address current and future needs, and include plans for closed landfills and regional collaboration.
- 2.4 Council and the community actively recycle and reduce waste.
- 2.5 Transport planning reflects a desire to maximise economic, environmental and liveability outcomes through quality road design, public transport, pedestrian and cycling strategies.

Significant Activity	Op Plan Ref	Key Accountable	Status	Comment
Manage implementation of the Redland City Council Climate Change Action Plan.	2.1.1	Community & Customer Services	Monitor	The draft Climate and Energy Action Plan remains under review.
Provide information to raise community awareness and education.	2.2.1	Community & Customer Services	On Track	The Renewable Energy Feasibility study continued with opportunities identified to reduce consumption within Redland City Council buildings and services, including the new IndigiScapes Nursery and the Animal Shelter. Key actions have been implemented with the refinement of an internal dashboard to monitor Redland City Council electricity usage across all main buildings and assets. Associated measures to reduce consumption such as smart metering, procurement of solar panels and change over of some key buildings continues.
Plan and deliver waste management services to meet current and future needs of the city.	2.3.1	Infrastructure & Operations	On Track	A new leachate collection contract from closed landfill has started with Cleanaway. Commenced rehabilitation and remediation work for removing deposited sediment from pond 5 and 6 at Birkdale Landfill. Work is in progress to establish an automatic 24/7 data logger system for leachate level monitoring in the underground leachate collection pond at Duncan Road Baseball Park. Design was completed for a leachate collection trench and capping improvement at Judy Holt Park Birkdale, on the northern batters.

Significant Activity	Op Plan Ref	Key Accountable	Status	Comment
Reduce the amount of waste going into landfill.	2.4.1	Infrastructure & Operations	Monitor	<p>Year to date domestic resource recovery rate is 44.3% (35,459 tonnes) which is the total amount of material diverted from kerbside and waste transfer stations for recycling and resource recovery. Quarter 3 resource recovery was marginally higher at 46.6% primarily due to increased green waste collected at the kerbside and received at waste transfer stations, relating to high rainfall and good growing conditions.</p> <p>Quarterly audits of residential kerbside waste collected from wheelie bins in July 2017, October 2017 and January 2018 demonstrates an average waste generation rate of 15.23kg/household/week sent to landfill, comprising 29% garden organics, 20% food waste, 15% recyclable and 36% residual waste. This represents potential resource loss of 64%.</p>
Deliver transport planning for the city.	2.5.1	Community & Customer Services	On Track	<p>An appointed consultant has been working toward the delivery of a draft Transport Strategy for public consultation. The project remains on track to be delivered by the end of the financial year. A meeting was held with the Transport Minister, following the successful implementation of the autonomous vehicle demonstration. Council continued discussions with the Department of Transport and Main Roads regarding: the benefits of autonomous vehicles and a need to update legislation and regulatory processes to keep up with increasing technology; and ongoing involvement in the development of the South East Queensland Metro Regional Transport Plan being developed by the Department of Transport and Main Roads and set for delivery in mid-2018.</p> <p>Completed the successful delivery of an autonomous vehicle demonstration in Cleveland, introducing to the general community the capability of driverless technology. Discussions were held regarding potential use in the Redlands. The Cleveland Centre Traffic and Transport Strategy commenced which will outline actions required to improve the connectivity and accessibility of the Cleveland Centre to realise the vision of the Cleveland Centre Master Plan. This project will be underpinned by a comprehensive community engagement program and is on track for delivery in mid-2018.</p>

3. Embracing the bay

2020 Strategic Outcomes

- 3.1 Council collaborates with partners to understand, nurture and protect Moreton Bay's marine health and values.
- 3.2 Communities on the islands and foreshores enjoy equitable access to development opportunities and community services.
- 3.3 Our community is ready for and adapting to changing coastlines, storm tide and severe weather.
- 3.4 Redland City's residents and visitors can easily access the foreshore and use recreation infrastructure for boating and non-boating activities.
- 3.5 Priority Development Areas support equitable outcomes for island residents, such as access to transport and facilities.

Significant Activity	Op Plan Ref	Key Accountable	Status	Comment
Partner with Healthy Land and Water to monitor and improve the values of waterways and the bay, and enhance the community's experience of the bay.	3.1.1	Community & Customer Services	On Track	Council is continuing its ongoing partnership with Healthy Land and Water and continues to monitor 12 waterway sites within the city.
Partner with Education Queensland in activating the community use of schools for sport and recreation purposes.	3.2.1	Infrastructure & Operations	On Track	Council's management of the Bay Island Community Pool on behalf of Education Queensland continues to provide access for the community for aquatic recreation needs. The summer season saw an increase in utilisation of the pool by residents by 1.5% for the same period last year.
Develop a coastal adaptation strategic plan.	3.3.1	Infrastructure & Operations	On Track	The Coastal Hazard Adaptation Strategy is progressing in line with the project plan. The Project Scope and the Communication and Engagement Plan documents have been updated to meet the QCoast 2100 Minimum Standards and Guidelines for Queensland local governments developing a coastal hazard adaptation strategy.

Significant Activity	Op Plan Ref	Key Accountable	Status	Comment
Build community resilience to ensure residents have capacity to prepare, respond and recover from severe weather events.	3.3.2	Organisational Services	On Track	<p>The following activities were conducted during Quarter 3 to enhance community resilience.</p> <ol style="list-style-type: none"> 1. State Emergency Services Redland Bay - upgrade of amenities and compound security. 2. Lions Club Redland Bay - moved to a new facility, assisted by State Emergency Services Redland Bay. 3. Southern Moreton Bay Islands (SMBI) and North Stradbroke Island Disaster Plan Flyers were distributed to island residents. 4. Bush Fire Review - 55 of 56 recommendations commenced with 30 recommendations completed. 5. Benchmarking data has been provided to the Queensland Reconstruction Authority in preparation for the new Disaster Fund Recovery Arrangements. 6. Evacuation Centres identification signage was installed on Macleay and Russell Islands. 7. Planning for the 2018 annual Disaster Management exercise – a multi-agency recovery exercise. 8. Queensland Reconstruction Authority visited Russell Island to meet the SMBI Community Champions and understand the hazards/risks faced by the island communities. 9. Design and implementation planning on the Redland City Disaster Dashboard. 10. A Marine Coordinator was appointed to the Local Disaster Management Group.
Manage risk and hazards to the public.	3.4.1	Infrastructure & Operations	On Track	Preparations commenced for implementation of coastal signage for Frenchmans Beach on North Stradbroke Island. A more detailed assessment of the gorge walk on North Stradbroke Island was undertaken with recommendations being finalised for implementation.
Progress development of Priority Development Area (PDA) activities.	3.5.1	Redland Investment Corporation	On Track	Weinam Creek Priority Development Area (PDA) activities are progressing in accordance with the PDA Planning Scheme. Walker Group continues to work on progressing the Toondah Harbour Priority Development Area project.

4. Quandamooka Country

2020 Strategic Outcomes

- 4.1 Council's organisational and staff capacity to deliver positive outcomes for Aboriginal communities, including the Quandamooka People, is improved through policy, cultural awareness training and cultural heritage training for elected members and Council staff.
- 4.2 Council's and the community's respect and understanding of the Quandamooka peoples' relationship with their traditional land and waters continue to improve.
- 4.3 Council continues to support and resource the delivery of commitments under the Indigenous Land Use Agreement (ILUA) with the Quandamooka People.
- 4.4 Council works with the Quandamooka Traditional Owners to help them achieve their goal of establishing North Stradbroke Island (Minjerribah) as a global eco-cultural tourism destination.

Significant Activity	Op Plan Ref	Key Accountable	Status	Comment
Increase Redland City Council elected members and staff awareness of cultural heritage.	4.1.1	Human Resources	On Track	Training opportunities for Aboriginal cultural heritage training were organised with the Quandamooka Yoolooburrabee Aboriginal Corporation (QYAC) with training dates made available for Council staff. Where staff have involvement with Aboriginal cultural heritage matters they have been encouraged and supported to attend the training.
Embed Indigenous cultural awareness training at Redland City Council.	4.1.2	Human Resources	On Track	Cultural awareness training is included in the organisation's corporate induction for new staff members. Development of further cultural awareness training has been completed and staff are able to attend a Quandamooka cultural day as part of the organisation's corporate training day. Development and provision of the training has been based on training needs identified from previous survey results from National Reconciliation Week (NRW) in 2017.
Update Council's Aboriginal and Torres Strait Islander Community Policy and Guidelines.	4.1.3	Organisational Services	On Track	Aboriginal and Torres Strait Islanders Community Policy (POL-3081) has been amended and will be presented to Council for adoption at the General Meeting on 18 April 2018. The Aboriginal and Torres Strait Islanders Community Guideline and Action Plan will be sent for review and approval.
Promote awareness and understanding of the local Aboriginal and Torres Strait Islander culture through events.	4.2.1	Organisational Services	On Track	Redland City Council continues to engage and collaborate with Aboriginal and Torres Strait Islander groups and individuals through events including the Queen's Baton Relay. The NRW / National Aborigines and Islanders Day Observance Committee (NAIDOC) Committee commenced planning for both events which will include a number of speaking forums to occur during NRW for both staff and Councillors aimed at increasing internal awareness for the development of a Reconciliation Action Plan.

Significant Activity	Op Plan Ref	Key Accountable	Status	Comment
Deliver programs, events, displays and exhibitions through Council's libraries, art galleries and performing arts centre to showcase Aboriginal history, art and culture and enhance community understanding of these aspects.	4.2.2	Community & Customer Services	On Track	<p>On February 21, Redland Performing Arts Centre launched a 10th Birthday Annual Program of events, performances and art workshops. Redland Art Gallery launched a 15th Birthday Annual Program of exhibitions and art workshops. The event included a keynote address by The Hon. Leanne Enoch, Minister for Environment and the Great Barrier Reef, Minister for Science and Minister for the Arts.</p> <p>Events launched for Redland Performing Arts Centre include the ongoing partnership with Quandamooka Festival through the Balka Bitni performance with Sachem Parkin-Owens and the Dan Sultun Killer Tour solo concerts. Redland Performing Arts Centre will present Isaiah Firebrace in concert for NAIDOC week.</p> <p>Events launched for Redland Art Gallery included:</p> <ul style="list-style-type: none"> - Salt Water Murris Quandamooka Inc artists paying respect to the significance and the spirit of the flora of Bujongja Quandamooka. - The Delvene Cookatoo-Collins exhibition. - The Search for Warrajamba honours, an important cultural narrative whilst celebrating family, country and story-telling. - Salt Marsh Whispers by Jo-Anne Driessens celebrating the contemporary importance of photographic mediums within Aboriginal culture.
Partner with QYAC to plan and monitor commitments under the ILUA.	4.3.1	Organisational Services	Monitor	<p>Two meetings were held in February - an ILUA Business Day meeting and the first of two internal ILUA review meetings. Planning commenced for the second internal review meeting being held in April ahead of the joint ILUA review meeting in May and the ILUA Consultative Committee Meeting in June.</p>
Plan and deliver commitments under the ILUA in partnership with QYAC.	4.3.2	Organisational Services	On Track	<p>Planning is underway for the development of a 12 month schedule of meetings and QYAC related activities. Planning for future meetings of the ILUA Consultative Committee, the Capital Works Forum, the Protecting Land, Sea and Environment Committee and the Land Use Planning Committee (Schedule 18) has commenced.</p>

Significant Activity	Op Plan Ref	Key Accountable	Status	Comment
Support the development of eco-cultural tourism.	4.4.1	Organisational Services	On Track	<p>Council achieved national media attention on Quandamooka cultural tourism opportunities on North Stradbroke Island when delivering the Queen's Baton Relay event on the island on 8 January. The event was attended by over 2,000 people and was based on Quandamooka culture with Aunty Rose Borey as the sole baton carrier. The event also included the Yulu-Burri-Ba Dancers, cultural demonstrations, sand art, indigenous performances and Quandamooka artist and Commonwealth Games 2018 medal designer Delvene Cockatoo-Collins.</p> <p>Council worked with QYAC on the City's place branding project, with QYAC engaged to provide story content for the upcoming Redlands tourism website.</p> <p>In February, Council helped facilitate the Global Rugby Tens French team's visit to North Stradbroke Island that resulted in international exposure on Fox Sport including a traditional Welcome to Country, bush tucker experience and promotion of the island as an eco-tourism destination.</p>

5. Wise planning and design

2020 Strategic Outcomes

5.1 Growth and development in the city is sustainably managed through the adoption and implementation of the Redland City Plan and Local Government Infrastructure Plan.

5.2 Redland City's character and liveability are enhanced through a program of master planning, place-making and centre improvement strategies, including maximising opportunities through the catalyst Toondah Harbour Priority Development Area and Redlands Health and Wellbeing Precinct projects to build a strong and connected Cleveland.

5.3 An effective and efficient development assessment process delivers quality development that is consistent with legislation, best practice and community expectations.

5.4 Regional collaboration and targeted advocacy drives external funding for key infrastructure upgrades and enhanced community outcomes.

Significant Activity	Op Plan Ref	Key Accountable	Status	Comment
Implement the Local Government Infrastructure Plan.	5.1.1	Community & Customer Services	On Track	The Local Government Infrastructure Plan (LGIP) was approved by the Minister for State Development, Manufacturing, Infrastructure and Planning. The LGIP will commence on 1 July as part of draft City Plan or by way of amendment to the current Redlands Planning Scheme.
Implement the Netserv Plan.	5.1.2	Infrastructure & Operations	On Track	Council was notified of State Government approval of the LGIP on 15 March (which is informed by the Netserv Plan). Capital works delivery has been aligned to the revised Netserv plan.
Commence the Redland City Plan.	5.1.3	Community & Customer Services	Monitor	The draft City Plan remains with the Queensland State Government awaiting final Ministerial approval. Planning commenced to coordinate the timely and effective implementation of the new City Plan once it is approved by the relevant Minister.

Significant Activity	Op Plan Ref	Key Accountable	Status	Comment
Coordinate a centres master planning and place making program.	5.2.1	Community & Customer Services	On Track	<p>Place-making and activation activities continued in the Cleveland central business district with the Gold Coast 2018 Commonwealth Games Queen's Baton Relay Community Celebration. The event was held on Saturday 31 March at Raby Bay Harbour Park and attracted more than 5,000 people.</p> <p>Funding under the State Government's Maturing the Infrastructure Pipeline Program to develop an early stage assessment of a Cleveland Innovation Precinct was confirmed in January. A range of engagement/consultation opportunities have been identified to ensure Council has the opportunity to contribute to the vision and outcome of the project. A vision workshop was held with key external stakeholders in March.</p> <p>The Redland Health and Wellness Precinct Master Plan Stage 1 report (Demand Drivers Assessment) was completed. Stage 2 - Site Analysis and Stage 3 - Conceptual Land Use Plan and Strategy for the Precinct Master Plan commenced. Stage 2 - Site Analysis includes the review and consideration of existing strategic and statutory planning frameworks as well as other legislation and regulations, consideration of traffic and transport networks and requirements, and review and analysis of site values, opportunities and constraints. Stage 3 - Conceptual Land Use Plan will focus on identifying broad locations of different land uses in the site.</p>
Develop master plan for Redland Aquatic Redevelopment.	5.2.2	Infrastructure & Operations	On Track	<p>Redland City Council and Surf Life Saving Queensland commenced detailed negotiations to develop a Master Plan for the Aquatic and Emergency Precinct. Discussions commenced with Council officers and the State Government regarding a potential land swap to enable future planning for the centre. Both parties also commenced drafting the terms of an enforceable agreement which sets out the responsibilities of each partner.</p>
Plan for future use of surplus commonwealth land at Birkdale.	5.2.3	Community & Customer Services	Monitor	<p>No further update from the Quarter 2 report. The Birkdale Commonwealth Land Review project was placed on hold in May 2016 pending potential land purchase negotiations between Council and the respective Commonwealth Agencies, Airservices Australia (ASA) and the Australian Communications and Media Authority (ACMA). Since this time, the Redland Investment Corporation, acting on behalf of Council, has continued to pursue discussions and negotiations with ASA and ACMA regarding the potential land acquisition.</p>

Significant Activity	Op Plan Ref	Key Accountable	Status	Comment
Maintain effective systems and processes that underpin quality, timely decision making for development applications.	5.3.1	Community & Customer Services	On Track	Systems and processes continue to be maintained and improved while Council awaits the formal State Government decision on the draft City Plan. Work continued on the ePlanning project funded by the State Innovation and Improvement Fund with a number of process improvements already implemented, including electronic assessment review/approval and stamping of approved plans.
Advocate for key city building infrastructure including identifying funding paths for delivery.	5.4.1	Community & Customer Services	On Track	Council began preparations for a joint business breakfast with the Redland City Chamber of Commerce, scheduled for May. The business breakfast will provide an opportunity for local businesses and the community to be briefed about the \$3 billion Queen's Wharf Brisbane integrated resort development led by consortium partner The Star Entertainment Group, the Brisbane Airport Corporation's \$1.3 billion new runway and local economic development initiatives.
Plan and develop cross-boundary transport and infrastructure priorities.	5.4.2	Community & Customer Services	On Track	The Cross Boundary Connectivity Project identified three major infrastructure projects to further investigate an understanding of benefits to the Redland's community and provide greater connectivity between Redlands and surrounding local government areas. These included the Eastern Busway extension from Carindale to Capalaba, Cleveland Rail line duplication and an East/West connection between Victoria Point and Eight Mile Plains.

6. Supportive and vibrant economy

2020 Strategic Outcomes

- 6.1 Council supports infrastructure that encourages business and tourism growth.
- 6.2 Redland City delivers events, activities and performances that bring economic and social benefits to the community.
- 6.3 Council's involvement in the State Government's North Stradbroke Island Economic Transition Committee supports and aligns with Council's strategic objectives, which help deliver long-term economic sustainability for North Stradbroke Island (Minjerribah).
- 6.4 Council receives a return on the community's investment in land to enhance economic and community outcomes.
- 6.5 Growth in key sectors identified in Council's Economic Development Framework is supported through the development and implementation of action plans by the Industry Economic Development Advisory Board.
- 6.6 Development will be facilitated specifically in the Toondah Harbour Priority Development Area (PDA) and Weinam Creek PDA with a focus on economic growth.

Significant Activity	Op Plan Ref	Key Accountable	Status	Comment
Partner with external stakeholders to deliver key city building infrastructure to support Council's priorities.	6.1.1	Community & Customer Services	On Track	<p>Council continues to work with Advancing Regional Innovation Program partners including Griffith University, Logan City Council and a local advisory group to deliver a program of innovation and entrepreneurship activities in the Logan Redlands region. A regional program coordinator, based out of Griffith University, has been appointed. A workshop with local schools to grow and foster local innovation has been held, and a number of local businesses selected to participate in the upcoming Myriad Festival.</p> <p>Council was successful in securing funding for the preparation of an early stage assessment of a potential Cleveland Innovation Precinct through the Queensland Government's Maturing the Infrastructure Pipeline Program (MIPP). The MIPP supports the development of a robust project pipeline by enabling projects to be matured from conceptually good ideas into solid proposals. In March Councillors were briefed on the Cleveland Innovation Precinct project and provided input to the vision for the project and a vision workshop was held with key external stakeholders.</p>

Significant Activity	Op Plan Ref	Key Accountable	Status	Comment
Develop tourism infrastructure.	6.1.2	Organisational Services	On Track	Work continued on the development of the upcoming Redlands tourism website, with content on tourism offerings in the City. Council held a Redlands Tourism Subcommittee Meeting on 28 February with discussion items including city branding, digital capacity building, Commonwealth Games opportunities and Redlands' inclusion in SEQ Food Trails promotions. Council also completed the \$1.3 million project works for the Bayview Conservation Park Staging Area which includes new mountain bike skills area, two new shared-use trails, a new all-abilities access walking trail and horse riding tracks. The facilities have been designed to deliver world-class day-use areas that will attract trail users from elite athletes, families and event organisers.
Develop and deliver a unique Redland City brand.	6.1.3	Organisational Services	On Track	The draft new city brand was endorsed by the Economic Development Advisory Board on 13 March. Council delivered a retail business workshop on 1 March to help test initiatives to support place-making opportunities in the Redlands. A retail business survey was conducted to seek input into future Council initiatives that may support the new place brand. A Quandamooka artist was engaged in January to deliver collaboration on the design, with final artwork completed in March.

Significant Activity	Op Plan Ref	Key Accountable	Status	Comment
Develop strategies and activities to support key events.	6.2.1	Organisational Services	On Track	<p>Council coordinated free public transport to the Queen's Baton Relay event at Cleveland with 300 users. A similar arrangement was facilitated for the Bayside Paddlegaine event at Southern Moreton Bay Islands. Work continued on the design for the events portal on the upcoming tourism website. The Redlands was promoted as a destination for Commonwealth Games teams to stay and play.</p> <p>Council extended the Cleveland Art Gallery opening hours to coincide with the Commonwealth Queen's Baton Relay on 31 March, in support of local Quandamooka Artist and Gold Coast Commonwealth Games medal designer, Delvene Cockatoo-Collins exhibition - The search for Warrajama.</p> <p>Council featured the Redland Performing Arts Centre and Redland Art Gallery annual program highlights in the 'Our Redlands Autumn' edition which was distributed city-wide in March.</p> <p>Council delivered five events including the Queen's Baton Relay North Stradbroke Island (2,000 attendees), Queen's Baton Relay Cleveland (5,000 attendees), Australia Day Awards Dinner (147 attendees), Citizenship Ceremony (450 attendees) and the Australia Day Honours Awards event (10 attendees).</p> <p>Council commenced development of an online events permit form.</p>

Significant Activity	Op Plan Ref	Key Accountable	Status	Comment
Plan and coordinate Redland's participation in the Gold Coast Commonwealth Games legacy events.	6.2.2	Community & Customer Services	On Track	<p>Council successfully hosted a Queen's Baton Relay Community Celebration on 31 March, which was attended by more than 5,000 people and achieved national media coverage. The Cleveland leg of the Queen's Baton Relay commenced at the Cleveland Lighthouse and the community celebration was held in Raby Bay Harbour Park. Hosted by Redlander and TV personality Lincoln Lewis and Natalie Cook OAM, the celebration event featured a Welcome to Country by Uncle Robert Anderson OAM, a smoking ceremony and performance by the Yulu Burri Ba Dancers, entertainment by Casey Donovan and free activities including volleyball, gymnastics, long jump and weaving.</p> <p>Council advocated to the State Government for Redland's involvement in the Trade 2018 program. A draft itinerary to visit sites, including the Redlands Health and Wellness Precinct and Toondah Harbour Priority Development Area was offered to Games delegates via the Office of the Commonwealth Games. The draft itinerary was also forwarded to the Chair of the Regional Development Australia (RDA) Logan Redlands for consideration for a potential famili with a delegation from next Games City, the City of Birmingham, England.</p> <p>Council collaborated with Logan City Council to develop a regional overview for Gold 2018 Commonwealth Games delegates to profile RDA Logan Redlands and have a presence at the Queensland and Commonwealth Collaboration and Showcase (full day), to be held at the Southport Yacht Club on 12 April as part of the Trade 2018 program.</p>
Support economic transition for North Stradbroke Island (NSI).	6.3.1	Community & Customer Services	On Track	<p>Council is working with key stakeholders on the transition to a sustainable post-mining economy for North Stradbroke Island under the State Government's North Stradbroke Island Economic Transition Strategy. Redland City Council is the lead for Project 13: Location and Interpretive Signage of the State Government North Stradbroke Island Economic Transition Strategy. A revised scope for Project 13 was approved by the State Government and the funding agreement is being finalised.</p>
Develop strategic opportunities for Redland City Council land holdings.	6.4.1	Redland Investment Corporation	On Track	<p>Redland Investment Corporation's (RIC) Oakland Street townhouse project, Ava Terraces in Alexandra Hills, was close to 50% sold at the end of March. Construction is expected to be complete by mid-2018. RIC continued to assess opportunities on various sites.</p>

Significant Activity	Op Plan Ref	Key Accountable	Status	Comment
Develop action plans for key industry sectors.	6.5.1	Community & Customer Services	Monitor	<p>On advice from the Redlands Economic Development Advisory Board, Council undertook a validation process to determine if the eight key industry sectors identified in the Redland City Economic Development Framework 2014-2041 (EDF 2014-41) are still relevant and if priority industries need to change, following the release of the 2016 Australian Bureau of Statistics Census data. The validation exercise findings confirmed the eight key industry sectors in the EDF 2014-41.</p> <p>The draft Health Care and Social Assistance Strategy and Action Plan was reviewed by the Redlands Economic Development Advisory Board. Feedback will be incorporated into the documents for consideration by Council.</p> <p>The draft Education and Training Strategy and Action Plan continued to be refined with further consultation with Redlands Economic Development Advisory Board members.</p>
Facilitate process with Economic Development Queensland.	6.6.1	Redland Investment Corporation	On Track	Weinam Creek Priority Development Area (PDA) activities are progressing in accordance with the PDA Planning Scheme. Redland Investment Corporation in coordination with Economic Development Queensland, has been working with Walker Group as they progress to the next stage in the Toondah Harbour project.

7. Strong and connected communities

2020 Strategic Outcomes

- 7.1 Festivals, events and activities bring together and support greater connectivity between cross-sections of the community.
- 7.2 Council maximises community benefit from the use of its parklands and facilities by improving access to, and the quality and shared use of, public spaces and facilities by groups for sporting, recreational and community activities.
- 7.3 Council's assessment of community issues and needs provides timely opportunities to pursue grants and partnerships that realise long-term benefits.
- 7.4 Council supports volunteerism and participation in civic projects through clear and supportive Council processes to reduce red-tape, and engage and recruit volunteers for Council projects.
- 7.5 The community's preparedness for disasters is improved through community education, training and strong partnerships between Council and other agencies.

Significant Activity	Op Plan Ref	Key Accountable	Status	Comment
Design and deliver an annual calendar with a range of festivals, events and activities across the city.	7.1.1	Community & Customer Services	On Track	<p>Council designed and delivered five corporate events attracting over 7,607 people. Notably Council delivered two major events which included the Gold Coast Commonwealth Games Queen's Baton Relay at North Stradbroke Island in January and Cleveland in March. These events attracted high attendance and received significant national media attention promoting the Redlands. Council facilitated the delivery of 20 community events attracting in excess of 46,500 people.</p> <p>On February 21, Redland Performing Arts Centre launched a 10th Birthday Annual Program of events, performances and art workshops. Redland Art Gallery launched a 15th Birthday Annual Program of exhibitions and art workshops. The event included a keynote address by The Hon. Leanne Enoch, Minister for Environment and the Great Barrier Reef, Minister for Science and Minister for the Arts.</p>
Develop a public art strategy for Council that maximises community benefits from grant funding and ensures a vibrant public art program across the city.	7.1.2	Community & Customer Services	On Track	<p>Round two of the Community Grants and Sponsorship Grants Programs were opened and closed. Three Conservation Grant applications were received, 9 Organisation Support applications were received, 11 Project Support Grants were received and 26 Sponsorship Grant applications were received. All applications continue to be assessed.</p>

Significant Activity	Op Plan Ref	Key Accountable	Status	Comment
Plan for effective sport and recreation areas.	7.2.1	Infrastructure & Operations	On Track	Council commenced preliminary works on Heinemann Road land acquired in 2017 for sport and recreation, including detailed survey and hydrology planning assessments.
Develop master plan for Cleveland activities precinct.	7.2.2	Infrastructure & Operations	On Track	Detailed design of the William Ross Park upgrade plans were completed. Commenced planning for an additional round of community consultation.
Finalise and implement Council's library strategy to align library services to ongoing and changing customer needs.	7.2.3	Community & Customer Services	On Track	Implementation of Council's Library Services Strategy 2017-2022 continued. On 23 March, a world news lounge, quiet study area and flexible modern shelving were installed in Cleveland Library to support the goal of welcoming destinations and flexible spaces.
				Redland Libraries continues to activate and engage through a range of partnerships and programs. The Summer Reading Club, which ran over the summer holidays, was very successful with 810 registered participants and 12,000 items borrowed during the program. The First 5 Forever program continued to deliver excellent outcomes for local families, supporting early literacy for 0-5 year olds, with a review of 2,017 attendances showing there were over 18,000 attendances at activities within our libraries and over 7,500 at outreach activities within the community.
				To support Council's goal of innovative and accessible services, digital services continue to expand, with free 24/7 access for library members to latest issues of 140 online magazines, over 22,000 e-books and almost 6,000 e-Audio books. These collections are growing in popularity with over 9,000 e-book and e-audio books borrowed per month. The free music streaming and download services are also popular with over 3,000 songs or albums per month being listened to by library members.
Partner with community organisations and the private sector to deliver social infrastructure supporting community needs.	7.3.1	Community & Customer Services	Monitor	An evidence base for the development of a renewed Social Infrastructure Strategy is nearing completion. Targeted engagement aimed at community organisations was undertaken to support a consultative approach to ascertaining community needs. This will enable an informed approach supporting community development through social infrastructure, and strengthening Council's local networks and services.
Provide opportunities for volunteers to participate in a range of existing Council projects and activities.	7.4.1	Community & Customer Services	On Track	Opportunities were provided to volunteer workers within the IndigiScapes Centre's nursery, café, after hours wildlife ambulance, wildlife volunteer network phone service, citizen science and bushcare. Volunteers continued to undertake work at Council's Animal Shelter primarily assisting with animal welfare activities.

Significant Activity	Op Plan Ref	Key Accountable	Status	Comment
Promotion and delivery of multi-agency education programs.	7.5.1	Organisational Services	On Track	<p>Disaster Planning and Operations undertook 12 Community Resilience events on the mainland at Cleveland, Victoria Point and Capalaba in partnership with State Emergency Service. These events included:</p> <ul style="list-style-type: none">- Static displays held at the libraries.- 170 'Are you Ready Redlands?' bags were provided to our new Australian citizens at the Redland Citizenship Ceremonies and presented to a network meeting for the View Club.- Four Community Resilience and community education events were held on Russell, Macleay and Lamb Islands in partnership with Queensland Fire and Emergency Services, State Emergency Service, Rural Fire Brigade, Crimestoppers, Queensland Ambulance Service, Emergency Services Cadets and Leaders, SMBI Community Champions and our Community Development and Disaster Planning & Operations Teams from Redland City Council. This included the launch of Council's 'Get Ready, Know your Neighbour' cards, and a movie.

8. Inclusive and ethical governance

2020 Strategic Outcomes

- 8.1 *Council's Information Management Strategy and technology systems are engineered to increase efficiency and provide excellent customer service outcomes.*
- 8.2 *Council produces and delivers against sustainable financial forecasts as a result of best practice Capital and Asset Management Plans that guide project planning and service delivery across the city.*
- 8.3 *Implementation of the Corporate Plan is well coordinated across Council and through a delivery mechanism that provides clear line of sight, accountability and performance measurement for all employees.*
- 8.4 *A continuous improvement focus underpins the organisation, creating a supportive environment for ideas and positive, well-managed change that enhance internal and external outcomes.*
- 8.5 *Council uses meaningful tools to engage with the community on diverse issues so that the community is well informed and can contribute to decision making.*

Significant Activity	Op Plan Ref	Key Accountable	Status	Comment
Transform Council's systems and processes.	8.1.1	Organisational Services	On Track	Information Management Group have taken delivery of a new server, storage and network core equipment for the modular Data Centre to better protect Redland City Council's data and information. Information Management Group worked in conjunction with the Community & Customer Services Department to provide improved visibility of customer requests. An upgrade has been made to facilitate the replacement of Red-e-Map, Council's Geographic Information System. Information Management Group assisted the Health and Food Services Team to use a mobile inspection platform. The Information Management Group continued with the digitising of records before they return to physical storage.
Improve Council's e-service capability.	8.1.2	Organisational Services	On Track	Council worked towards the modernisation of the Owned Properties and Owned Animals online interfaces, paying particular attention to the accessibility of these functions from mobile devices. The QuickPay Rates online payment interface has been enhanced to allow quick response (QR app) code payments in the development environment.

Significant Activity	Op Plan Ref	Key Accountable	Status	Comment
Optimise Redland City Council's asset management governance.	8.2.1	Organisational Services	On Track	Phase One of the Asset Management project successfully delivered key governance documents. Asset management plan quality review workshops were held and a quality review checklist was deployed. An asset management assessment was conducted.
Establish governance over strategic and operational planning.	8.3.1	Organisational Services	On Track	The Strategic Planning Policy and Guideline commenced, establishing governance over strategic planning. The new integrated planning, budget, and portfolio process commenced including business planning and prioritisation activities which have strengthened accountability, transparency, and informed decision making for Council. An integrated portfolio prioritisation methodology was applied to successfully develop and prioritise the asset portfolio and associated budget for the 2018 - 2019 financial year.
Align staff capability and performance to deliver the Corporate Plan 2020 Outcomes.	8.3.2	Human Resources	On Track	The Leadership and Corporate Development Programs have been reviewed and rebranded to 'LEAP' (Lead, Engage, Adapt, Perform). The Programs include a career pathway aligned to Council's Core Capability Framework. The Internal / External Coaching Bench and in-house Mentoring Program for employees continues.
Further enhance the continual improvement culture supporting service delivery.	8.4.1	Organisational Services	On Track	A service design workshop was developed to improve customer centricity and the efficient delivery of value. A pilot workshop was held with Human Resources, and technology and process improvements have been implemented which improve the quality and timeliness of Council's recruitment practices. The CEO's Vision Action Plan was developed which seeks to improve the responsiveness, efficiency and effectiveness of the organisation. Project and program management reporting and reviews were improved to increase project management maturity, and a quarterly portfolio report was provided to the Executive Leadership Team to provide strategic performance oversight. Development of a glossary of terms commenced to provide a common language for project management, and a Community of Practice session was held to increase knowledge and raise awareness of project management governance and processes.
Embed change management capability within continual improvement programs.	8.4.2	Human Resources	On Track	Change management toolkit resources have been introduced and were successfully used in some active projects. A consultant was engaged to make recommendations to ensure upcoming change management activities support the Asset Management Project while building organisational capability at the same time.

Significant Activity	Op Plan Ref	Key Accountable	Status	Comment
Align the organisation to meet changing operational requirements.	8.4.3	Human Resources	On Track	To enable greater strategic impact, workforce planning activities included the creation of a new process utilising previous resources and the toolkit provided by Local Government Association of Queensland. Enterprise bargaining planning has been undertaken with the Executive Leadership Team. A number of workshops and briefings were provided by the Workplace Relations Team to give the Executive Leadership Team the opportunity to explore and set goals for the next round of bargaining.
Drive innovation and improvement through capable leadership.	8.4.4	Human Resources	On Track	Group managers undertook the Financial Management and Talent Management workshop in February. A Talent Management process was finalised for group managers and service managers for 2018. The Mate to Manager Program targeting 'leading self' and 'managing teams' were simultaneously rolled out with 30 employees participating. Purposeful Teams was piloted with Environment and Regulation Leadership Team.
Improve organisational performance through employee feedback.	8.4.5	Human Resources	On Track	Council procured services from Orima Research to run Council's employee engagement survey (MySay Survey) from 30 April until 11 May. Consideration of previous organisational survey results have been factored into the development of the 2018 survey.
Deliver a healthy and safe Redland City Council environment.	8.4.6	Human Resources	On Track	Actions were delivered from Council's Ageing Workforce Strategy and the Sedentary Workers Ergonomic Strategy (Take a Stand) which included planned medical assessments for 28 staff identified in a high risk environment. Fact sheets were released and tool box talks were delivered as part of a risk related education project on the hazards of poor sleep for workers. A review of the Hazards of Risk register commenced in March. Job task analysis was completed for labourer and labourer/truck driver workers. One course was delivered for Workplace Emergencies with nine people attending. Work commenced on the Draft Safety Management Plan 2018 - 2019.
Review Council's community engagement model and framework.	8.5.1	Organisational Services	On Track	Council consulted city-wide on how to manage and fund canal and lake waterway and revetment maintenance. Methods included Citizens' Advisory Panel meetings in January and February, as well as a city-wide telephone survey using an independent market research company.

12.2 MAKING OF INTERIM LOCAL LAW NO. 1 (WASTE MANAGEMENT) 2018

Objective Reference:

Authorising Officer: John Oberhardt, General Manager Organisational Services

Responsible Officer: Claire Lovejoy, Acting Group Manager Corporate Governance

Report Author: Cherie Parkyn, Acting Corporate Governance and Policy Officer

Attachments:

1. Draft Interim Local Law No. 1 (Waste Management) 2018 ↓
2. State Interest Check Report ↓

PURPOSE

The purpose of this report is to:

1. Proceed with the making of *Interim Local Law No. 1 (Waste Management) 2018* and adopt the final draft *Interim Local Law No. 1 (Waste Management) 2018*.
2. Repeal Schedule 1 Item 2 (g) of *Subordinate Local Law No.4 (Local Government Controlled Areas, Facilities and Roads) 2015*.
3. Delegate powers under *Interim Local Law No. 1 (Waste Management) 2018* to the CEO.

BACKGROUND

Provisions of state government legislation, specifically Chapter 5A of the *Environmental Protection Regulation 2008* (EP Reg) and Section 7 in Part 2A of the *Waste Reduction & Recycling Regulation 2011* (WRR Reg) are due to expire on 1 July 2018.

Chapter 5A of the EP Reg currently provides the head of power for waste management in local government areas including conditions for the use and storage of waste bins, and rules regarding behaviour at Council's waste transfer stations (WTS). Section 7 in Part 2A of the WRR Reg provides local governments with the power to designate areas and determine frequency for collection of general waste and green waste.

Chapter 5A of the EP Reg and Section 7 of the WRR Reg are both used as Redland City Council head of powers to support Council's Policy POL-2836 – Waste, Recycling and Green Waste Collection Services, and POL-0058 – Disposal of Waste at Redland City Council Waste Transfer Stations.

At the General Meeting on 7 March 2018 Council made a resolution to commence the process for making a new local law to regulate waste management when state legislation ceases from 1 July 2018.

ISSUES

Redland City Council's proposed *Interim Local Law No. 1 (Waste Management) 2018* will replace the expiring waste management provisions in Chapter 5A of the EP Reg and section 7 in Part 2A of the WRR Reg and seeks to protect the City's public health, safety and amenity by:

- a) regulating the storage, servicing and removal of general waste and green waste;
- b) regulating the disposal of waste at Council's waste management facilities;
- c) ensuring that an act or emission does not result in human injury, property damage or environmental harm; and
- d) designating general waste and green waste collection areas in the City.

The interim local law also seeks to replace provisions in the EP Reg relating to matters occurring at Council's waste management facilities, including:

- a) unlawful disposal;
- b) burning waste;
- c) restrictions at the waste facilities, for example speed and waste acceptance; and
- d) ability to give direction to a waste transporter or customer.

Interim Local Law

An interim local law can only remain in effect for six months or less and is not subject to the same public consultation process that is required for local laws and subordinate local laws.

An interim local law is necessary in this instance as it will enable officers to regulate waste management activities and mitigate public health, safety and amenity risks associated with waste management activities in the City from 1 July 2018, whilst enabling Council the time to undertake the full local law making process in parallel, with a view to introducing a local law for waste management to supersede the interim local law.

A copy of the Redland City Council Draft *Interim Local Law No.1 (Waste Management) 2018* is provided in Attachment 1.

It is also proposed to repeal Item 2 (g) of Schedule 1 of *Subordinate Local Law 4 (Local Government Controlled Areas, Facilities and Roads) 2015* - 'Storing a waste container on a road 24 hours before or after the collection day for the waste container', as this provision is now included in *the Interim Local Law No.1 (Waste Management) 2018* s. 10 (2) (c) (ii).

State Interest Checks

In accordance with Council's adopted Local Law Making Process, state interest checks have been completed. All relevant State Government Departments were invited to provide comments on the draft interim local law to ensure Council complies with its obligations under Section 29A of the *Local Government Act 2009*.

State Departments' comments and Council's response are identified in Attachment 2.

Public Interest Review

The *Local Government Act 2009* section 38(3) provides that an interim local law is not required to follow the process set out in the *Local Government Regulation 2012* for the review of anti-competitive provisions, and therefore a public interest review is not required.

Community Consultation

In accordance with Redland City Council's Local Law Making Process and *the Local Government Act 2009* section 29(6), community consultation is not required when making an interim local law.

Local Law Implementation

Should Council adopt the interim local law as attached to this report, notice must be given to the public within 30 days, through publication in the Government Gazette and on Council's website. The law comes into effect on either the date published in the gazette or a date nominated by Council in the gazettal notice.

To maintain continued regulation of waste management within the Redlands, this local law should come into effect when relevant state legislation expires. It is therefore recommended that the interim local law is effective from 1 July 2018. This will be the date nominated in the official publication notices of the adoption of the interim local law.

The notice published on Council's website regarding the interim local law must state the date on which the interim local law expires. The interim local law can only have effect for 6 months or less. The notice on Council's website should therefore state that the interim local law expires on 1 January 2019.

It is recommended that, pursuant to section 257(1) of the *Local Government Act 2009*, Council pass a resolution to delegate powers under *Interim Local Law No. 1 (Waste Management) 2018* to the Chief Executive Officer.

Designated Waste Collection Area

Council may designate an area in which Council may conduct general waste collections (a "designated waste collection area"). Designating the Redland City Council local government area a "designated waste collection area" ensures that Council provides consistent and timely general waste, recyclable material and optional green waste collection services to all Redland City domestic premises.

STRATEGIC IMPLICATIONS

Legislative Requirements

The Local Government Act 2009 Chapter 3, Part 1, provides power for local governments to make and enforce local laws and sets the framework that the local governments must adhere to. Council has adopted a Local Law Making Process that is consistent with the *Local Government Act 2009* provisions. This process has been followed in the making of *Interim Local Law No. 1 (Waste Management) 2018*.

Risk Management

The risks associated with making the interim local law have been managed by:

- a) ensuring the process to make the interim local law is in accordance with legislative standards and the adopted Redland City Council Local Law Making Process;
- b) comprehensive internal stakeholder engagement to ensure the interim local law will promote effective governance to the community;
- c) utilising external lawyers to draft *Interim Local Law No. 1 (Waste Management) 2018* to ensure the legislative principles have been followed in the drafting; and
- d) benchmarking and review of Queensland local governments draft Local Law or adopted Local Law for waste management.

Financial

The cost of drafting the local laws, community consultation and publications are funded through existing budget allocations within the Strategy and Governance Unit and Legal Services Unit.

People

Interim Local Law No. 1 (Waste Management) 2018 will have an impact on the resourcing within the Compliance Services Unit, who will take on the responsibility for enforcement provisions in the local law. It is anticipated that this work will be absorbed by current resourcing.

Environmental

The introduction of the proposed waste management local law will allow Council to regulate waste management to protect the public health, safety and amenity once relevant State Government legislation is repealed.

Social

There are no perceived social implications resulting from the proposed *Interim Local Law No. 1 (Waste Management) 2018*.

Alignment with Council's Policy and Plans

The process for making the proposed law is in accordance with Council's adopted practice for making local laws.

This process is in keeping with Council's Corporate Plan Priority 8 Inclusive and Ethical Governance for deep engagement, quality leadership at all levels, transparent and accountable democratic processes and a spirit of partnership between the community and Council.

CONSULTATION

In developing this proposed interim local law and implementing community engagement, consultation has occurred with:

- RedWaste Service Manager
- Compliance Service Manager
- Governance Service Manager
- Health and Environment Service Manager
- External Lawyers

OPTIONS

Option One

- That Council resolves to:**
1. receive and note the State Interest Check Report on *Interim Local Law No. 1 (Waste Management) 2018* (Attachment 2) and to implement the recommended local government actions in this report;
 2. make *Interim Local Law No. 1 (Waste Management) 2018* (Attachment 1);
 3. give notice of the commencement of *Interim Local Law No. 1 (Waste Management) 2018* on 1 July 2018 by publication of notice in the Government Gazette;
 4. give notice of the commencement of *Interim Local Law No. 1 (Waste Management) 2018* on 1 July 2018 by publication of a notice on Council's website;
 5. repeal Schedule 1 Item 2 (g) of *Subordinate Local Law No.4 (Local Government Controlled areas, Facilities and Roads) 2015*;
 6. designate the Redland City Council local government area as a Waste Collection Area for the collection of general waste from all domestic premises;
 7. authorise the Chief Executive Officer to make any necessary administrative and formatting amendments to *Interim Local Law No. 1 (Waste Management) 2018* prior to Gazettal; and
 8. delegate the following powers under *Interim Local Law No. 1 (Waste Management) 2018* to the Chief Executive Officer, and to record the information in the table below in Council's delegations register:

No	Delegate	Description of Power Delegated	Provision	Resolution	Conditions to which the Delegation is subject
1.	Chief Executive Officer	Power to designate areas within the local government area in which the local government may conduct general waste or green waste collection	6(a) of Interim Local Law No. 1 (Waste Management) 2018	23 May 2018	None
2.	Chief Executive Officer	Power to decide the frequency of general waste or green waste collection in the designated areas.	6(b) of Interim Local Law No. 1 (Waste Management) 2018	23 May 2018	None
3.	Chief Executive Officer	Power to require owner or occupiers of premises to supply waste containers other than standard general waste containers necessary to contain the general waste produced at the premises.	8(b)(i) of Interim Local Law No. 1 (Waste Management) 2018	23 May 2018	None
4.	Chief Executive Officer	Power to require the occupier of a serviced premises to keep a waste container in a particular place at the serviced premises.	10(1)(a) of Interim Local Law No. 1 (Waste Management) 2018	23 May 2018	None
5.	Chief Executive Officer	Power to impose requirements for a waste container storage place at a serviced premises.	11(2)(a) of Interim Local Law No. 1 (Waste Management) 2018	23 May 2018	None
6.	Chief Executive Officer	Power to give the occupier of a serviced premises a waste collection notice.	12(1) of Interim Local Law No. 1 (Waste Management) 2018	23 May 2018	None
7.	Chief Executive Officer	Power to impose requirements on a written approval to the owner or occupier of a premises other than a serviced premises for depositing or disposing of waste.	13(2) of Interim Local Law No. 1 (Waste Management) 2018	23 May 2018	None
8.	Chief Executive Officer	Power to require the occupier of a premises where there is industrial waste to: <ul style="list-style-type: none"> (a) Supply industrial waste containers safely, efficiently and without causing nuisance; (b) Keep the industrial waste containers at a particular place at the premises; and (c) Keep each industrial waste container clean and in good repair. 	14(1) of Interim Local Law No. 1 (Waste Management) 2018	23 May 2018	None
9.	Chief Executive Officer	Power to appoint authorised persons for the interim local law.	20(2) of Interim Local Law No. 1 (Waste Management) 2018	23 May 2018	None
10.	Chief Executive Officer	Power to decide whether a person is eligible to be an authorised person for the interim local law, including the power to decide whether a person has the necessary expertise or experience or has satisfactorily finished training approved by the local government for the appointment.	20(4) of Interim Local Law No. 1 (Waste Management) 2018	23 May 2018	None
11.	Chief Executive Officer	Power to issue identity cards to authorised persons.	23(1) of Interim Local Law No. 1 (Waste Management) 2018	23 May 2018	None

Option Two

That Council resolves to accept the recommendations of this report subject to further review and amendments to *Interim Local Law No 1 (Waste Management) 2018*.

Option Three

That Council resolves to not continue with the local law making process for *Interim Local Law No. 1 (Waste Management) 2018*.

OFFICER'S RECOMMENDATION

That Council resolves to:

1. receive and note the State Interest Check Report on *Interim Local Law No. 1 (Waste Management) 2018* (Attachment 2) and to implement the recommended local government actions in this report;
2. make *Interim Local Law No. 1 (Waste Management) 2018* (Attachment 1);
3. give notice of the commencement of *Interim Local Law No. 1 (Waste Management) 2018* on 1 July 2018 by publication of notice in the Government Gazette;
4. give notice of the commencement of *Interim Local Law No. 1 (Waste Management) 2018* on 1 July 2018 by publication of a notice on Council's website;
5. repeal Schedule 1 Item 2 (g) of *Subordinate Local Law No.4 (Local Government Controlled areas, Facilities and Roads) 2015*;
6. designate the Redland City Council local government area a Waste Collection Area for the collection of general waste from all domestic premises;
7. authorise the Chief Executive Officer to make any necessary administrative and formatting amendments to *Interim Local Law No. 1 (Waste Management) 2018* prior to Gazettal; and
8. delegate the following powers under *Interim Local Law No. 1 (Waste Management) 2018* to the Chief Executive Officer, and to record the information in the table below in Council's delegations register:

No	Delegate	Description of Power Delegated	Provision	Resolution	Conditions to which the Delegation is subject
1.	Chief Executive Officer	<i>Power to designate areas within the local government area in which the local government may conduct general waste or green waste collection</i>	<i>6(a) of Interim Local Law No. 1 (Waste Management) 2018</i>	<i>23 May 2018</i>	<i>None</i>
2.	Chief Executive Officer	<i>Power to decide the frequency of general waste or green waste collection in the designated areas.</i>	<i>6(b) of Interim Local Law No. 1 (Waste Management) 2018</i>	<i>23 May 2018</i>	<i>None</i>
3.	Chief Executive Officer	<i>Power to require owner or occupiers of premises to supply waste containers other than standard general waste containers necessary to contain the general waste produced at</i>	<i>8(b)(i) of Interim Local Law No. 1 (Waste Management) 2018</i>	<i>23 May 2018</i>	<i>None</i>

		<i>the premises</i>			
4.	<i>Chief Executive Officer</i>	<i>Power to require the occupier of a serviced premises to keep a waste container in a particular place at the serviced premises.</i>	<i>10(1)(a) of Interim Local Law No. 1 (Waste Management) 2018</i>	<i>23 May 2018</i>	<i>None</i>
5.	<i>Chief Executive Officer</i>	<i>Power to impose requirements for a waste container storage place at a serviced premises.</i>	<i>11(2)(a) of Interim Local Law No. 1 (Waste Management) 2018</i>	<i>23 May 2018</i>	<i>None</i>
6.	<i>Chief Executive Officer</i>	<i>Power to give the occupier of a serviced premises a waste collection notice.</i>	<i>12(1) of Interim Local Law No. 1 (Waste Management) 2018</i>	<i>23 May 2018</i>	<i>None</i>
7.	<i>Chief Executive Officer</i>	<i>Power to impose requirements on a written approval to the owner or occupier of a premises other than a serviced premises for depositing or disposing of waste.</i>	<i>13(2) of Interim Local Law No. 1 (Waste Management) 2018</i>	<i>23 May 2018</i>	<i>None</i>
8.	<i>Chief Executive Officer</i>	<i>Power to require the occupier of a premises where there is industrial waste to:</i> <i>(d) Supply industrial waste containers safely, efficiently and without causing nuisance;</i> <i>(e) Keep the industrial waste containers at a particular place at the premises; and</i> <i>(f) Keep each industrial waste container clean and in good repair.</i>	<i>14(1) of Interim Local Law No. 1 (Waste Management) 2018</i>	<i>23 May 2018</i>	<i>None</i>
9.	<i>Chief Executive Officer</i>	<i>Power to appoint authorised persons for the interim local law.</i>	<i>20(2) of Interim Local Law No. 1 (Waste Management) 2018</i>	<i>23 May 2018</i>	<i>None</i>
10.	<i>Chief Executive Officer</i>	<i>Power to decide whether a person is eligible to be an authorised person for the interim local law, including the power to decide whether a person has the necessary expertise or experience or has satisfactorily finished training approved by the local government for the appointment.</i>	<i>20(4) of Interim Local Law No. 1 (Waste Management) 2018</i>	<i>23 May 2018</i>	<i>None</i>
11.	<i>Chief Executive Officer</i>	<i>Power to issue identity cards to authorised persons.</i>	<i>23(1) of Interim Local Law No. 1 (Waste Management) 2018</i>	<i>23 May 2018</i>	<i>None</i>



Redland
CITY COUNCIL

Interim Local Law No. 1

(Waste Management) 2018

Chief Executive Officer

Redland City Council

Interim Local Law No. 1 (Waste Management) 2018

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Part 1 Preliminary

1 Short title

This interim local law may be cited as *Interim Local Law No. 1 (Waste Management) 2018*.

2 Term of interim local law

This interim local law will commence on 1 July 2018 and will expire on 31 December 2018.

3 Purpose and how it is to be achieved

- (1) The purpose of this interim local law is to protect the public health, safety and amenity related to waste management within the local government's local government area.
- (2) The purpose is to be achieved by providing for—
 - (a) regulation of the storage, servicing and removal of waste; and
 - (b) regulation of the disposal of waste at waste facilities; and
 - (c) regulation of the use of waste facilities; and
 - (d) regulation of the use of public place waste infrastructure; and
 - (e) the control of acts or omissions to ensure they do not result in—
 - (i) harm to human health or safety or personal injury; or
 - (ii) property damage or loss of amenity; or
 - (iii) environmental harm or environmental nuisance.

4 Definitions—the dictionary

- (1) The dictionary in the schedule defines particular words used in this interim local law.
- (2) If a word used in this interim local law is not defined in this interim local law but is defined under the *Local Law No. 1 (Administration) 2015*, it has the meaning given to it by the *Local Law No. 1 (Administration) 2015*.

5 Relationship with other laws¹

This interim local law is—

- (a) in addition to and does not derogate from state and federal laws about the management of waste; and

¹ This interim local law and any subordinate local law made under it do not apply to the extent of any inconsistency with a law of the State or the Commonwealth. See the Act, section 27.

- (b) to be read with *Local Law No. 1 (Administration) 2015*.

Part 2 Waste management

Division 1 Designation of areas for general waste or green waste collection

6 Designation of areas

The local government may—

- (a) designate areas within its local government area in which the local government may conduct general waste or green waste collection; and
- (b) decide the frequency of general waste or green waste collection in the designated areas.

Division 2 Management of waste

Subdivision 1 Storage of waste

7 Application of subdivision 1

Subdivision 1 applies to domestic premises and commercial premises.

8 Owner or occupier of premises to supply waste containers

- (1) The owner or occupier of premises must²
 - (a) subject to subsection (2), supply standard general waste containers at the premises as—
 - (i) are necessary to contain the general waste produced at the premises; or
 - (ii) are prescribed by subordinate local law; or
 - (b) supply at the premises, waste containers, other than standard general waste containers, as—
 - (i) if required by the local government—are necessary to contain the general waste produced at the premises; or
 - (ii) are prescribed by subordinate local law.

Maximum penalty—20 penalty units.

² Where 2 or more persons are engaged in the relevant activity, the liability is joint and several. See *Local Law No. 1 (Administration) 2015*, section 35.

- (2) However, subsection (1)(a) does not apply if the local government supplies to the premises the number of standard general waste containers the local government reasonably considers is required at the premises.
- (3) If the local government supplies a standard general waste container to premises under subsection (2), the reasonable cost of supplying the container and service is a debt payable by the owner or occupier of the premises to the local government.

9 Requirements for storing general waste and green waste in waste containers

- (1) Subject to subsection (2), the owner or occupier of premises must³
 - (a) store general waste produced as a result of the ordinary use or occupation of the premises in—
 - (i) a standard general waste container; or
 - (ii) if another type of waste container is prescribed by subordinate local law—the other type of container; and
 - (b) store green waste produced as a result of the ordinary use or occupation of the premises in—
 - (i) a standard green waste container; or
 - (ii) if a standard green waste container is not supplied at the premises—a waste container in paragraph (a)(i) or (ii); and
 - (c) keep each waste container clean and in good repair, including replacing, where necessary, waste containers supplied by the local government; and
 - (d) ensure vermin do not infest waste containers or the area where a waste container is stored; and
 - (e) ensure waste does not cause an odour nuisance; and
 - (f) ensure that each waste container is securely covered, except when the waste is being placed in, or removed from, the container or the container is being cleaned.

Maximum penalty—20 penalty units.

- (2) Subsection (1) does not prevent green waste being used in home composting systems.
- (3) Subject to subsections (6) and (7), a person must not⁴
 - (a) place any of the following in a waste container—

³ Where 2 or more persons are engaged in the relevant activity, the liability is joint and several. See *Local Law No.1 (Administration) 2015*, section 35.

⁴ Where 2 or more persons are engaged in the relevant activity, the liability is joint and several. See *Local Law No.1 (Administration) 2015*, section 35.

- (i) a liquid, semi-liquid or moist substance, unless the substance is securely wrapped or contained to prevent the substance leaking from the wrapper or container; or
 - (ii) material that is smouldering or aflame; or
 - (iii) matter or a thing that is alive; or
 - (iv) a thing stated in a subordinate local law; or
- (b) place in a waste container waste that is not approved by the local government for storing in the waste container; or

Example for paragraph (b)—

Placing waste that is not recyclable waste in a container approved by the local government for storing recyclable waste.

- (c) remove or disturb the cover of a waste container, except when placing waste in or cleaning the container; or
- (d) use or damage a waste container so that it is not weatherproof or serviceable or cannot be securely covered; or
- (e) disturb or otherwise interfere with the contents of a waste container.

Maximum penalty—20 penalty units.

- (4) The occupier of the premises must not allow a thing to be placed in a waste container in contravention of subsection (3).⁵

Maximum penalty—20 penalty units.

- (5) It is a defence in a proceeding against a person for an offence under subsection (3) for the person to prove the contravention was due to causes over which the person had no control.

- (6) Subsection (3) does not apply to an employee, agent or contractor of the local government when—

- (a) performing a duty or responsibility which the local government has authorised the person to perform; or
- (b) exercising a power that the local government has authorised the person to exercise.

- (7) Subsection (3)(e) does not apply to the occupier of the premises if the disturbance or interference with the contents of a waste container at the premises is carried out in the ordinary use of the premises.

10 General requirements for keeping waste containers at serviced premises

- (1) Subject to subsection (2), the occupier of serviced premises must ensure that a waste container supplied for the serviced premises is kept—⁶

⁵ Where 2 or more persons are engaged in the relevant activity, the liability is joint and several. See *Local Law No.1 (Administration) 2015*, section 35.

- (a) if the local government requires the container to be kept at a particular place at the serviced premises—at the place (the **waste container storage place**); or
- (b) if a subordinate local law requires the container to be kept at a particular place at the serviced premises—at the place (also a waste container storage place); or
- (c) if paragraphs (a) and (b) do not apply—at a place inside the serviced premises that does not detract from the amenity of the serviced premises and its surrounds.

Maximum penalty—20 penalty units.

- (2) Subsection (1) does not prevent the occupier of the serviced premises from placing a waste container in a place outside the serviced premises for the collection of general waste or green waste from the container, if—
 - (a) the local government has arranged to collect waste from the container at the place; or
 - (b) an authorised person has directed the container be kept in such other place; or
 - (c) the container is in the place for no longer than—
 - (i) the period, if any, allowed under a local law of the local government; or
 - (ii) 24 hours before or after the scheduled collection day for the collection of the waste in the container.

Example of a place outside serviced premises—

The kerb adjacent to the serviced premises.

- (3) If the local government has arranged for the collection of general waste from a waste container at serviced premises, the occupier of the serviced premises must ensure there is unobstructed access to the waste container for removal of the waste.⁷
- (4) Maximum penalty—20 penalty units.
- (4) It is a defence in the proceeding against a person for an offence under subsection (3) for the person to prove the contravention was due to causes over which the person had no control.

⁶ Where 2 or more persons are engaged in the relevant activity, the liability is joint and several. See *Local Law No.1 (Administration) 2015*, section 35.

⁷ Where 2 or more persons are engaged in the relevant activity, the liability is joint and several. See *Local Law No.1 (Administration) 2015*, section 35.

11 Other requirements for storing general waste at particular serviced premises

- (1) This section applies to any of the following persons (each a ***prescribed person***) for serviced premises, other than a single unit private dwelling—
 - (a) the owner or occupier of the serviced premises;
 - (b) if a prescribed ERA is carried out at the serviced premises—the holder of the environmental authority for the prescribed ERA.
- (2) The prescribed person must ensure that the waste container storage place for the serviced premises is supplied with—⁸
 - (a) if required by the local government—all of the following—
 - (i) either—
 - (A) an elevated stand at a level required by the local government for holding all waste containers; or
 - (B) an imperviously paved area, drained as required by the local government, where all waste containers can be placed;
 - (ii) a hose cock and hose in the vicinity of the elevated stand or the imperviously paved area;
 - (iii) a suitable enclosure for the area where the waste containers are kept;
 - (iv) a waste container of a type, size and capacity adequate to contain the waste generated by use of the serviced premises;
 - (b) if a requirement is prescribed by subordinate local law—facilities and structures for the placement, storage and cleaning of waste containers as prescribed by subordinate local law.

Maximum penalty for subsection (2)—20 penalty units.

Subdivision 2 Removal of waste

12 Local government may give notice about collection of general waste

- (1) The local government may give the occupier of serviced premises a written notice (a ***waste collection notice***) stating any or all of the following—
 - (a) the days (each a ***scheduled collection day***) on which the waste is to be collected;

⁸ Where 2 or more persons are engaged in the relevant activity, the liability is joint and several. See *Local Law No.1 (Administration) 2015*, section 35.

- (b) the location (*collection location*) where the waste container is to be placed for collection of the waste;
- (c) the time by which the waste container is to be placed in the collection location for collection of the waste;
- (d) the time by which the waste container is to be removed from the collection location.

Example—

Occupiers of serviced premises on streets with limited or difficult access for waste collection vehicles, or for reasons to reduce nuisance, may be required to place waste containers at a common designated location serving the street or a number of serviced premises on the street.

- (2) A waste collection notice may be given by publication on the local government's website.

13 Depositing or disposal of general waste and green waste from premises other than serviced premises

- (1) This section applies if general waste or green waste is produced at a premises, other than serviced premises.
- (2) The local government may impose requirements on a written approval to the owner or occupier of the premises for depositing or disposing of the waste, including, for example, requirements about—
 - (a) the place for depositing or disposing of the waste; or
 - (b) the method of depositing or disposing of the waste.
- (3) The occupier of the premises must ensure that the waste produced at the premises is deposited or disposed of⁹
 - (a) at a waste facility; or
 - (b) in accordance with the requirements of the local government under subsection (2) for depositing or disposing of the waste.

Maximum penalty for subsection (3)—20 penalty units.

Division 3 Storage of industrial waste

14 Requirements for storing industrial waste

- (1) The occupier of premises where there is industrial waste must,¹⁰ if required by the local government—

⁹ Where 2 or more persons are engaged in the relevant activity, the liability is joint and several. See *Local Law No.1 (Administration) 2015*, section 35.

¹⁰ Where 2 or more persons are engaged in the relevant activity, the liability is joint and several. See *Local Law No.1 (Administration) 2015*, section 35.

- (a) supply at the premises the number of industrial waste containers required by the local government for storing the industrial waste at the premises safely, efficiently and without causing a nuisance; and
- (b) keep the industrial waste containers at the particular place at the premises required by the local government; and
- (c) keep each industrial waste container clean and in good repair; and
- (d) comply with any requirement in a subordinate law.

Maximum penalty—20 penalty units.

Part 3 Receiving and disposing of waste

15 Unlawful disposal of waste at waste facility

- (1) A person must not deposit the following waste at a waste facility—¹¹
 - (a) liquid or semiliquid waste;
 - (b) hot ash;
 - (c) material that is smouldering or aflame;
 - (d) material that can spontaneously combust;
 - (e) material containing a substance that may be harmful to persons or property because, if it reacts with air or water, it may produce toxic gases or become corrosive or explosive;
 - (f) material containing asbestos;
 - (g) material containing fire ants;
 - (h) an explosive;
 - (i) ammunition, other than ammunition that no longer contains explosives, pyrotechnics or propellants apart from trace residues that are no longer capable of supporting combustion or an explosive reaction;
 - (j) waste prescribed by subordinate local law.

Maximum penalty—20 penalty units.

- (2) Subsection (1) does not apply to waste deposited with the consent of the operator for the waste facility.

¹¹ Where 2 or more persons are engaged in the relevant activity, the liability is joint and several. See *Local Law No.1 (Administration) 2015*, section 35.

16 Restrictions on burning waste at waste facility

A person must not set fire to, or burn, waste at a waste facility other than—¹²

- (a) under an environmental authority; or
- (b) under a development condition of a development approval; or
- (c) under the *Fire and Emergency Services Act 1990*.

Maximum penalty—20 penalty units.

17 Restrictions on use of waste facility

(1) Subject to subsections (1) and (2), a person must not, without the consent of the operator for a waste facility—¹³

- (a) enter the facility other than to deposit waste or purchase from an approved sale point;

Example for paragraph (a)—

RecycleWorld Redland Bay.

- (b) remain on the facility after depositing or purchasing waste; or
- (c) interfere with waste at, or remove waste from, the facility (including exchanging waste with another person); or
- (d) interfere with any part of the operations at the facility; or
- (e) interrupt an employee of the operator for the facility or an authorised person.

Maximum penalty—20 penalty units.

(2) Subsection (1) does not apply to—

- (a) the operator for the waste facility; or
- (b) an authorised person.

18 Person to comply with directions and give information

(1) This section applies to a person who—

- (a) transports waste to a waste facility; or

¹² Where 2 or more persons are engaged in the relevant activity, the liability is joint and several. See *Local Law No.1 (Administration) 2015*, section 35.

¹³ Where 2 or more persons are engaged in the relevant activity, the liability is joint and several. See *Local Law No.1 (Administration) 2015*, section 35.

- (b) deposits waste at a waste facility.
- (2) The person must—¹⁴
- (a) comply with all relevant and reasonable directions contained in any sign, road pavement marking or other infrastructure displayed at the waste facility; and
 - (b) comply with all reasonable instructions about dealing with the waste at the waste facility which are given by the operator for the waste facility or an authorised person; and if asked by the operator for the waste facility or an authorised person, give the following information to the operator or the authorised person—
 - (i) the type and amount of waste being delivered to the waste facility; and
 - (ii) information that provides satisfactory evidence of the identity and residential address of the person.

Maximum penalty—10 penalty units.

Part 4 Public place waste infrastructure

19 Restrictions on use of public place waste infrastructure

- (1) A person must not—¹⁵
- (a) dispose of domestic, commercial or industrial waste or green waste in public place waste infrastructure;
- Maximum penalty—20 penalty units.
- (2) A person must not scavenge waste from public place waste infrastructure.¹⁶
- Maximum penalty—20 penalty units.

Part 5 Authorised persons

20 Who are authorised persons

- (1) The following persons are authorised persons for this interim local law—
- (a) a person who is an authorised person under a subordinate local law for this paragraph;

¹⁴ Where 2 or more persons are engaged in the relevant activity, the liability is joint and several. See *Local Law No.1 (Administration) 2015*, section 35.

¹⁵ Where 2 or more persons are engaged in the relevant activity, the liability is joint and several. See *Local Law No.1 (Administration) 2015*, section 35.

¹⁶ Where 2 or more persons are engaged in the relevant activity, the liability is joint and several. See *Local Law No.1 (Administration) 2015*, section 35.

- (b) a person appointed as an authorised person for this interim local law under this section.
- (2) A local government may appoint any of the following persons as authorised persons for this interim local law—
 - (a) employees or workers of the local government;
 - (b) other persons who are eligible for appointment as authorised persons under the Act.¹⁷
- (3) An appointment of a person as an authorised person under this section must state the provisions of this interim local law for which the person is appointed as an authorised person.
- (4) A local government may appoint a person as an authorised person under this section only if—
 - (a) the local government considers the person has the necessary expertise or experience for the appointment; or
 - (b) the person has satisfactorily finished training approved by the local government for the appointment.

21 Limitation on authorised person's powers

An authorised person's powers may be limited in the person's instrument of appointment or under a subordinate local law for this section.

22 Authorised person's appointment conditions

- (1) An authorised person holds office on the conditions stated in the instrument of appointment or a subordinate local law for this subsection.
- (2) An authorised person—
 - (a) if the instrument or subordinate local law provides for a term of appointment—ceases holding office at the end of the term; and
 - (b) if appointed as an authorised person under section 20(1)(a)—may resign by signed notice of resignation given to the local government; and
 - (c) if the person holds a particular rank or position, and is an authorised person under a subordinate local law because he or she holds the relevant rank or position—ceases holding office as an authorised person on ceasing to hold the relevant rank or position; and
 - (d) if the conditions of appointment provide—ceases holding office as an authorised person on ceasing to hold another office stated in the appointment conditions (the *main office*).
- (3) However, an authorised person may not resign from the office of authorised person (the *secondary office*) under subsection (2)(b) if a condition of the

¹⁷ See the Act, chapter 6, part 6.

authorised person's employment in the main office requires the authorised person to hold the secondary office.

23 Authorised person's identity card

- (1) Each authorised person must hold an identity card issued by the local government.
- (2) An identity card issued by the local government must—
 - (a) contain a recent photograph of the authorised person; and
 - (b) be signed by the authorised person; and
 - (c) identify the person as an authorised person for the local government; and
 - (d) include an expiry date.
- (3) A person who ceases to be an authorised person must return the person's identity card to the local government within 21 days after the person ceases to be an authorised person.

Maximum penalty for subsection (3)—10 penalty units.
- (4) This section does not prevent the giving of a single identity card to a person for this part and for other purposes.

24 Production of identity card

- (1) An authorised person may exercise a power in relation to someone else (the *other person*) only if the authorised person—
 - (a) first produces his or her identity card for the other person's inspection; or
 - (b) has the identity card displayed so it is clearly visible to the other person.
- (2) However, if for any reason it is not practicable to comply with subsection (1), the authorised person must produce the identity card for the other person's inspection at the first reasonable opportunity.

25 Offence

A person must not pretend to be an authorised person.¹⁸

Maximum penalty—50 penalty units.

26 Protection from liability

- (1) This section applies to—
 - (a) an authorised person; and
 - (b) a person acting under the direction of an authorised person.
- (2) The person does not incur civil liability for an act done or omission made honestly and without negligence under this interim local law.

¹⁸ Where 2 or more persons are engaged in the relevant activity, the liability is joint and several. See *Local Law No.1 (Administration) 2015*, section 35.

- (3) A liability that would, apart from this section, attach to the person attaches instead to the local government.

Part 6 Subordinate local laws

27 Subordinate local laws

The local government may, by subordinate local law, specify—

- (a) requirements about the supply at premises of standard general waste containers¹⁹; and
- (b) requirements about the supply at premises of waste containers, other than standard general waste containers, to contain the general waste produced at the premises²⁰; and
- (c) another type of waste container for the storage of general waste produced as a result of the ordinary use or occupation of premises²¹; and
- (d) a thing that a person must not place in a waste container²²; and
- (e) requirements about the keeping of the waste container supplied for serviced premises at a particular place at the serviced premises²³; and
- (f) requirements about the supply of facilities and structures for the placement, storage and cleaning of waste containers²⁴; and
- (g) requirements about the supply at premises of industrial waste containers for storing industrial waste at the premises and other requirements about waste containers for the storage of industrial waste²⁵; and
- (h) waste that a person must not deposit at a waste facility²⁶; and
- (i) the appointment of authorised persons for this local law²⁷; and

¹⁹ See section 8(1)(a).

²⁰ See section 8(1)(b).

²¹ See section 9(1)(a).

²² See section 9(3)(a).

²³ See section 10(1)(b).

²⁴ See section 11(2)(b).

²⁵ See section 14(1)(d).

²⁶ See section 15(1)(j).

- (j) a thing that is specified to be waste²⁸; and
- (k) premises that is specified to be commercial premises²⁹; and
- (l) premises that is specified to be domestic premises³⁰.

Part 7**Application of Local Law No. 1
(Administration) 2015****Part 8****Transitional provisions**

²⁷ See section 20(1)(a).

²⁸ See schedule.

²⁹ See schedule.

³⁰ See schedule.

Schedule**Dictionary**

section 3

Act means the *Local Government Act 2009*.

authorised person means a person who is an authorised person for this interim local law appointed under part 5.

collection location means a place at, or adjacent to, premises at which a waste container associated with the premises can be easily accessed by a waste collection vehicle without causing obstruction.

commercial premises means any of the following types of premises—

- (a) a hotel, motel, caravan park, cafe, food store or canteen;
- (b) an assembly building, institutional building, kindergarten, child minding centre, school or other building used for education;
- (c) premises where a sport or game is ordinarily played in public;
- (d) an exhibition ground, show ground or racecourse;
- (e) an office, shop or other premises where business or work, other than a manufacturing process, is carried out;
- (f) a church, or other building, used as a place of worship, or for religious purposes;
- (g) other premises that is specified to be commercial premises under a subordinate local law.

commercial waste means waste, other than green waste, domestic recyclable waste, commercial recyclable waste, interceptor waste or waste discharged to a sewer, produced as a result of the ordinary use or occupation of commercial premises.

commercial recyclable waste means recyclable waste produced as a result of the ordinary use or occupation of commercial premises.

development approval has the meaning given in the *Planning Act 2016*.

domestic premises means any of the following types of premises—

- (a) a single unit private dwelling;
- (b) premises containing 2 or more separate flats, apartments or other dwelling units;
- (c) rooming accommodation, lodging house or guest house;

- (d) other premises that is specified to be domestic premises under a subordinate local law.

domestic waste means waste, other than domestic clean-up waste, green waste, domestic recyclable waste, commercial recyclable waste, interceptor waste or waste discharged to a sewer, produced as a result of the ordinary use or occupation of domestic premises.

domestic recyclable waste means recyclable waste produced as a result of the ordinary use or occupation of domestic premises.

environmental authority has the meaning given in the *Environmental Protection Act 1994*.

environmental harm has the meaning given in the *Environmental Protection Act 1994*.

environmental nuisance has the meaning given in the *Environmental Protection Act 1994*.

general waste means—

- (a) waste other than regulated waste; and
- (b) for part 2, any of the following—
 - (i) commercial waste;
 - (ii) domestic waste;
 - (iii) commercial recyclable waste;
 - (iv) domestic recyclable waste; and
 - (v) domestic green waste;
- (c) for part 4, any of the following—
 - (i) commercial waste;
 - (ii) domestic waste;
 - (iii) commercial recyclable waste;
 - (iv) domestic recyclable waste;
 - (v) industrial waste.

government premises means premises of which the owner or occupier is a government entity, including the local government.

green waste means grass cuttings, trees, bushes, shrubs, loppings of trees, bushes or shrubs, or similar matter produced as a result of the ordinary use

or occupation of premises.

industrial waste means—

- (a) interceptor waste; or
- (b) waste other than the following—
 - (i) commercial waste;
 - (ii) domestic clean-up waste;
 - (iii) domestic waste;
 - (iv) green waste;
 - (v) recyclable interceptor waste;
 - (vi) commercial recyclable waste;
 - (vii) domestic recyclable waste;
 - (viii) waste discharged to a sewer.

industrial waste container means a container of a type approved by the local government for storing industrial waste at premises in the local government's local government area.

interceptor means a device used to intercept a substance in sewage, waste water or trade waste and prevent its discharge into a sewer, septic tank, waste water disposal system or other treatment device.

Examples of interceptors—

- neutralising interceptors for neutralising acidic and alkaline substances
- grease interceptors for collecting and solidifying fat, grease and similar matter
- oil interceptors for collecting oil and petroleum products
- silt interceptors for collecting soil, sand, gravel and other sedimentary solids

interceptor waste means matter, other than recyclable interceptor waste, intercepted by, and held in, an interceptor.

local government means the Redland City Council.

local government area has the meaning given in the Act.

main office see section 22(2).

manufacturing process means a handicraft or other process relating to adapting, altering, assembling, cleaning, finishing, making, ornamenting, preparing, renovating, repairing, washing, or wrecking goods for trade, sale

or gain or otherwise in connection with a business.

occupier of premises includes the following—

- (a) a person who apparently occupies, or has control or management of, the premises;
- (b) a person who is apparently acting with the authority of:
 - (i) the owner of the premises; or
 - (ii) a person who apparently occupies, or has control or management, of the premises;
- (c) if paragraphs (a) and (b) do not apply—an owner of the premises;

operator, for a waste facility, means the person who is responsible for the carrying out of the waste facility or is in charge of the waste facility, and includes the owner of the waste facility, or holder of the Environmental Authority for the facility.

other person see section 24(1).

owner of premises means the person for the time being entitled to receive the rent for the premises or would be entitled to receive the rent for it if it were let to a tenant at a rent.

premises includes domestic premises, government premises and commercial premises.

prescribed ERA has the meaning given in the *Environmental Protection Act 1994*.

prescribed person see section 11(1).

public place waste infrastructure means a waste container and associated infrastructure in a local government area or a road owned or controlled by the local government.

recyclable interceptor waste means matter that is, or is intended to be, removed from a grease interceptor and taken elsewhere for processing into a non-toxic, non-hazardous and usable substance for sale.

recyclable waste, means clean and inoffensive waste that the local government's recycling collection services accept for recycling.

Examples of waste that the local government's recycling services accept for recycling—

glass bottles and jars, plastic bottles and containers, paper, cardboard, and steel and aluminium cans and containers

regulated waste has the meaning given in the *Environmental Protection Regulation 2008*.

rooming accommodation has the meaning given in the *Planning Regulation 2017*.

scheduled collection day see section 12(1).

secondary office see section 22(3).

serviced premises means the following premises to the extent that the local government has arranged to collect or remove general waste for part 2 or green waste from the premises—

- (a) domestic premises;
- (b) commercial and industrial premises for which the local government has been requested in writing by the owner or occupier of the premises to arrange for removal of general waste or green waste from the premises.

***standard general waste container*—**

- (a) means a container of a type approved by the local government for storing domestic waste, commercial waste, domestic recyclable waste or commercial recyclable waste at premises in the local government's local government area; and
- (b) for the avoidance of doubt, includes 1 or more containers each of which is approved by the local government for storing, at premises in the local government's local government area—
 - (i) 1 or more or multiple types of commercial waste; or
 - (ii) 1 or more or multiple types of recyclable waste.

standard green waste container means a container of a type approved by the local government for storing green waste at premises in the local government's local government area.

waste, has the meaning given in the *Environmental Protection Act 1994*, and includes any thing that is specified to be waste under a subordinate local law.

waste collection notice see section 12(1).

waste container storage place see section 10(1).

***waste facility*—**

- (a) for part 2, means a facility for the recycling, reprocessing, treatment, storage, incineration, conversion to energy or disposal of waste; and

- (b) for part 3, means a facility for the recycling, reprocessing, treatment, storage, incineration, conversion to energy or disposal of waste, but only if the local government is the operator or owner of the facility or holds the Environmental Authority for the facility.

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 Redland CITY COUNCIL	<h2>State Interest Check Submissions Report</h2> <h3>State Government submissions received and Council's consideration of comments</h3>
Title of Local Law: -	<i>Interim Local Law No. 1 (Waste Management) 2018</i>

Consultation with the State Government occurred from 10 April 2018 to 4 May 2018. The following table outlines any comments received, Council's consideration of each comment and an indication as to whether amendments are recommended to the proposed local law.

TOTAL: number of submissions with comments received = **0** and number of submissions received stating "No comments" = **6**

LIST OF "NO COMMENT" RESPONSES RECEIVED FROM OTHER STATE AGENCIES

Name of responding agency	Date of emailed Agency Response	"NO COMMENT" OR INTEREST IN THE LOCAL LAW
Department of Agriculture and Fisheries	Email 11/4/2018 Objective ref: A2977756	<p><i>DAF has reviewed the proposed interim Local Law (Waste Management) 2018 to determine:</i></p> <ul style="list-style-type: none"> <i>. If there is any inconsistency between the proposed local law and State legislation (relevant to DAF)</i> <i>. Whether the proposed local law impacts adversely on State policies, strategies or programs</i> <p><i>DAF advises that the proposed interim local law will not adversely impact DAF's State interests, State legislation relevant to the department, or other departmental interests.</i></p>
Queensland Police Service	Email 17/4/2018 Objective ref: A2993349	<i>Thank you for the opportunity to review the proposed local law. No issues or impacts on the Queensland Police Service have been identified.</i>
Department of Local Government, Racing and Multicultural Affairs	Email 26/4/2018 Objective ref: A3006805	<i>The Department has completed its review of the proposed interim local law and has not identified any matters of adverse impacts on State interests relevant to the portfolio responsibilities of Local</i>

Name of responding agency	Date of emailed Agency Response	“NO COMMENT”OR INTEREST IN THE LOCAL LAW
		<i>Government, Racing and Multicultural Affairs.</i>
Queensland Fire and Emergency Services	Email 29/4/2018 Objective ref: A3012994	<i>QFES identifies no adverse impacts for State interests relevant to this department, and requires no further information.</i>
Department of Transport and Main Roads	Email 30/4/2018 Objective ref: A3006805	<i>Thank you for providing Interim Local Law (Waste Management) 2018 for review. The Department of Transport and Main Roads has reviewed this document and has no comment.</i>
Department of Housing and Public Works	Email 4 May 2018 Objective ref: A3031895	<i>The Department of Housing and Public Works does not have any comments to make regarding the proposed local law.</i>

12.3 REVIEW OF ASSET ACCOUNTING POLICY - WASTE AND PARKS ASSETS

Objective Reference:

Authorising Officer: Deborah Corbett-Hall, Chief Financial Officer

Responsible Officer: Deborah Corbett-Hall, Chief Financial Officer

Report Author: Carolyn Jackson, Capital & Asset Accounting Mgr

Attachments: 1. POL 2528 Asset Accounting Policy ↓

PURPOSE

This report considers the implications of changing the valuation basis for Waste and Parks asset classes from the revaluation model to the cost model. As the asset classes are relatively low in value, the cost model is considered an appropriate approach.

BACKGROUND

As part of the Audit process during 2016/17, Council's external auditors, Bentleys raised a business improvement opportunity in the management letter recommending that Waste and Parks assets are held in the accounts at cost. An extract from the management letter follows:

Area	Business improvement opportunity	Our recommendation	Management Response and Status
Property, Plant and Equipment	<p><i>Issue:</i> <i>Revaluation of Parks and Waste Asset Classes</i></p> <p>Parks and Waste asset classes have immaterial balances, yet are recorded at fair value and subject to regular revaluation.</p> <p><i>Implication:</i></p> <p>Costs are being incurred by Council in revaluing these asset classes. Given the immateriality of these classes, the costs may exceed the benefits of the valuation.</p>	We recommend that Council discontinue revaluing the parks and waste asset classes, and instead record these classes at cost going forward.	<p>Unresolved.</p> <p><i>Management Comment:</i></p> <p>The Asset Accounting Policy will be updated during FY 2017/2018 to reflect this change in policy position. Compliance with the provisions of AASB 116 and AASB 13 will be considered in the policy update.</p>

Bentleys has noted that the classes together have an immaterial balance and so the costs incurred in completing valuation would exceed any benefit derived from completing regular valuation.

ISSUES

Valuation Model

The primary guidance regarding the valuation of property plant and equipment is presented in AASB 116 Property, Plant and Equipment.

After initial recognition at cost, AASB 116 allows entities to nominate the model (either cost or revaluation) used to determine the carrying value of asset. At present, Park and Waste assets are carried under the revaluation model. The standard further states that:

An entity shall choose either the cost model in paragraph 30 or the revaluation model in paragraph 31 as its accounting policy and shall apply that policy to an entire class of property, plant and equipment.

The standard provides no rule or guidance on what conditions make the adoption of the cost method appropriate.

The Non-Current Asset Policies (NCAP) for the Queensland Public Sector by Queensland Treasury and Trade suggest that the cost model may be appropriate where:

- the assets have a relatively short life; and
- the fair values will not differ significantly from depreciated cost.

The State Policy NCAP3 Valuation of Assets supports the view, consistent with RCC position, that intangible assets, work in progress and (the class) plant and equipment are appropriate to carry at cost. These asset classes generally have a life less than 5-7 years.

Of the current assets base in the Parks and Waste classes, approximately 76% of the fair value is for assets with a design life less than 25 years with the longest lives associated with internal roads holding design lives up to 120 years. On this basis, these assets could not be considered short life assets.

The balance of the asset revaluation surplus at 30 June 2017 for these asset classes amount to \$44.3m or 74% of the total asset value.

It should be noted that Redland City Council does not write back to the Asset Revaluation Surplus on disposal.

Considering these two factors (life and cost movement) suggests that it is appropriate to value these assets using the revaluation model as has been previously done, however consideration to the materiality of the asset class and the costs to provide the information must also be considered.

Materiality and Cost of Information

The Framework for the Preparation and Presentation of Financial Statements (The Framework) refers to a number of principles that should be considered when determining information that is useful for financial reporting. These principles include understandability, relevance, reliability and comparability. The Framework also acknowledges that materiality and the cost of information provision are important factors to be considered.

The principle of materiality suggests that information is material if its omission or misstatement would influence the decisions users of financial information would make. Both the nature and value of the information have a role. Specifically AASB 108 Accounting Policies, Changes in Accounting Estimates and Errors provides the following definition:

Material omissions or misstatements of items are material if they could, individually or collectively, influence the economic decisions that users make on the basis of the financial statements.

With regard to the cost of information, the Framework suggests that the benefit of providing the additional information should outweigh the cost of providing it.

So when considered together (materiality and cost), the framework guidance suggests that if the additional information provided is immaterial in that it is unlikely to influence users decisions, and there are costs incurred to provide the data, the additional cost to provide the information is not likely to be a justifiable position.

A summary of the asset balances at 30/06/2017 is shown below:

Valuation Method	Asset Class	\$ Balance	% of Total Assets
		30/06/2017	
Cost	Intangibles	2,938,466.55	0.11%
Cost	Plant and Equipment	22,112,520.40	0.86%
Cost	WIP	20,635,765.26	0.81%
Valuation	Buildings	92,366,678.97	3.60%
Valuation	Land	241,789,426.68	9.44%
Valuation	Other Infrastructure	247,207,213.52	9.65%
Valuation	Parks	48,457,137.40	1.89%
Valuation	Roads	623,785,632.94	24.34%
Valuation	Sewerage	511,335,740.78	19.96%
Valuation	Stormwater	443,493,413.32	17.31%
Valuation	Waste	11,851,300.49	0.46%
Valuation	Water	296,380,810.54	11.57%
Grand Total		\$ 2,562,354,106.85	

As noted above, the current value of the assets for the parks and waste asset classes in total is 2.35% of the asset base and so would not be considered material enough to influence the decision making of stakeholders.

Council historically has engaged external valuers to complete the site inspections and fair value calculations with comprehensive valuation being completed every 4-5 years with annual indexation being applied. The cost of the most recent valuation for Parks and Waste is shown below.

Asset Class	Comprehensive Year	Comprehensive Cost	Annual Indexation
Waste	2015/16	13,000	1,500
Parks	2014/15	34,500	5,000
			\$47,500
Cost over 5 years	Comprehensive year 1	47,500	
	Indexation * 4 years	26,000	
		\$73,500	

These costs relate solely to the external valuation fee and do not factor in internal resources to assist with site visits, data provision and validation of valuation results. The classes comprise 9,078 assets with an average replacement cost of \$10,932 (average written down value of \$5,639). Of these, 5,667 assets are under the revised capitalisation threshold of \$5,000 and so moving forward would not be recognised as financially valued assets.

The additional costs incurred to maintain the recording of assets at revalued cost (\$73,500 + internal labour costs) over 5 years, and the low total value of the parks and waste assets, supports the view that the cost in relation to the value of the information does not warrant valuing these assets under a revaluation model.

AASB 108 Accounting Policies, Changes in Accounting Estimates and Errors considers the treatment and disclosures with regard to changes in accounting policy; however paragraph 17 provides the following statement:

The initial application of a policy to revalue assets in accordance with AASB 116 Property, Plant and Equipment or AASB 138 Intangible Assets is a change in accounting policy to be dealt with as a revaluation in accordance with AASB 116 or AASB 138, rather than in accordance with the Standard.

While this paper considers the inverse position (moving from re-valuation to cost) the principle that AASB 108 does not apply to changes applied to the valuation model has been adopted. On this basis and considering the immaterial value of the assets, prospective treatment of the change is considered appropriate.

Carrying Value

The carrying value of the parks and waste assets represents their value under a revaluation model rather than at cost. As the revaluation is maintained at a class level rather than an individual asset level, accurately establishing the initial purchase price of all assets would be difficult. As established above, the value of these assets is immaterial when considered as part of the overall asset base and therefore it is recommended that the current revalued cost is adopted as 'cost' under the cost model for reporting and valuation purposes moving forward.

The Asset Revaluation Surplus

AASB 116 notes that subsequent to initial valuation, items of property plant and equipment valued under the cost model should be carried at cost less accumulated depreciation. By consequence, any asset class carried at cost should not retain value in a revaluation surplus.

If the cost model is used to value the parks and waste assets, the remaining value of the revaluation surplus should be transferred to Retained Earnings. In determining the correct treatment of this transfer, guidance can be derived from paragraph 41 which suggests that when an asset is derecognised, that value retained in equity can be transferred directly to retained earnings and not through the profit and loss (refer extract below).

Following this rationale, the value of the Parks and Waste Asset Revaluation Surplus should be treated in the same way with the balance of \$44.3m transferred directly back to Retained Earnings with the transfer reflected only on the Statements of Financial Position and Changes to Equity.

STRATEGIC IMPLICATIONS

Legislative Requirements

Both the cost and revaluation approach are appropriate under the accounting standards. No further legislative implication has been identified.

Risk Management

No additional risks have been identified in adopting the cost approach. The primary opportunity of retaining waste and parks assets under the cost model is to avoid the cost and imposition of completing revaluations for these low value and relatively short life assets. The direct cost of payment to an external valuation firm is the obvious cost, the imposition for internal staff in attending to asset inspections, validating uploading data into the asset systems must also be considered.

Financial

As noted above a small direct financial saving of approximately \$73,000 plus additional internal staff costs, can be achieved though not having to conduct an external valuation on these assets. An adjustment is required to close the asset revaluation reserve for both parks and waste, however this will have no impact on the 2017/18 financial results.

People

Internal resources are required to coordinate and validate revaluation data in both the business group and centrally within finance, and these can be applied to other activities. This is especially beneficial during the end of financial year period where timeframes for audit compliance are tight.

Environmental

There are no assessed environmental implications.

Social

There are no assessed environmental implications.

Alignment with Council's Policy and Plans

An update is required to POL 2528 Asset Accounting Policy to reflect this change in valuation approach. The required updates are reflected in the attached policy.

CONSULTATION

Consultation was conducted with the following internal and external officers:

- External Auditors - Bentleys
- Chief Financial Officer
- Finance Manager Corporate Finance
- Corporate Financial Reporting Manager
- Capital and Asset Accounting Manager

Wider consultation is not considered necessary as the primary implication is a financial reporting issue and Finance submitted a technical position paper to Bentleys' on 30 April 2018 outlining the change to accounting policy.

OPTIONS

Option One

That Council resolves to:

1. value assets in the parks and waste asset class using the cost model as provided in AASB 116;
2. adopt the current carrying value of the assets as cost for valuation and reporting purposes;
3. transfer the balance of the revaluation reserve relating to the parks and waste asset classes directly to retained earnings and not reflect via the Statement of Comprehensive Income; and
4. adopt the attached updates to POL 2528 Asset Accounting Policy.

Option Two

That Council resolves to retain the current practice of measuring parks and waste assets under the revaluation model noting this contradicts the QAO's recommendation from the 2016-17 external audit as a business improvement opportunity.

OFFICER'S RECOMMENDATION

That Council resolves to:

- 1. value assets in the parks and waste asset class using the cost model as provided in AASB 116;**
- 2. adopt the current carrying value of the assets as cost for valuation and reporting purposes;**
- 3. transfer the balance of the revaluation reserve relating to the parks and waste asset classes directly to retained earnings and not reflect via the Statement of Comprehensive Income; and**
- 4. adopt the attached updates to POL 2528 Asset Accounting Policy.**

policy document



Corporate POL-2528



Asset Accounting Policy

Version Information

Head of Power

All non-current (fixed or intangible) asset activities must meet or exceed the requirements in the *Local Government Regulation 2012*.

Policy Objective

The policy's objective is to assist Council to meet or exceed the requirements of the *Local Government Regulation 2012*, and related Australian Accounting Standards including:

- AASB 116 Property, Plant and Equipment
- AASB 13 Fair Value Measurement
- AASB 136 Impairment of Assets
- AASB 138 Intangible Assets
- AASB 140 Investment Property
- AASB 5 Non-current Assets Held for Sale and Discontinued Operations

Policy Statement

Council is committed to the following policy statements in the accounting for non-current assets.

1. Asset Classes

The grouping of non-current assets for recording in the asset register and reporting in the financial statements is as follows:

- land
- buildings
- plant and equipment
- roads
- stormwater drainage
- water and wastewater
- parks
- other infrastructure
- waste
- work in progress
- intangibles.

2. Asset Recognition

Initial recognition of an asset will occur when each of the following criteria are met:

- it is probable that the benefits will flow to Council (i.e. Council has control over the future benefits);
- the benefits are expected to last more than one year;

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- the costs exceed the capitalisation threshold for the appropriate class of assets; (refer Appendix 1 for threshold details); and
- the costs can be reliably measured.

3. Asset Recognition Thresholds

The asset recognition thresholds that apply to each asset class are detailed in Appendix 1.

4. Capital Costs Subsequent to Initial Recognition

4.1. Costs can be capitalised as part of an existing asset when the costs exceed the capitalisation threshold *and one* of the following criteria are met:

- the resulting asset provides a higher level of service (greater operational capacity or removes bottlenecks);
- the expenditure results in an overall cost saving; or
- the expenditure extends the life of the resulting asset beyond the original expectation.

4.2. Where subsequent costs are capitalised the remaining life of the asset must be updated.

4.3. If these criteria are not met, the costs must be expensed in the period they were incurred.

5. Depreciation and Amortisation

5.1. The straight-line method is adopted by Council to reflect patterns of consumption for all non-current assets.

5.2. Road earthworks, rock armor associated with seawalls, artworks, heritage assets and parcels of land, are not subject to depreciation due to their unlimited life.

5.3. Depreciation and amortisation parameters (remaining life, asset condition, residual value), are to be reviewed at least annually to ensure currency for end of financial year reporting.

6. Impairment

6.1. Assets subject to impairment testing are to be reviewed for indicators annually.

6.2. Assets subject to testing include:

- Individual, simple assets with a carrying value greater than \$100,000;
- *all* bridges, marine (jetties, boat ramps, revetment walls, seawalls), buildings, pump stations, and water treatment plants. These generally are complex assets parenting a variety of lower value, simple assets; and
- water, wastewater, and stormwater sub-surface networks and the road network are to be considered from a whole of network perspective.

6.3. An impairment loss will be recognised immediately as an expense, unless the asset class is carried at a revalued amount. In this circumstance, any impairment losses shall be treated as a revaluation decrease in accordance AASB 136 Impairment of Assets to the extent it reverses any previous revaluation increment.

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7. Valuation

- 7.1. Parks, waste, plant and equipment and work in progress are valued on a cost basis.
- 7.2. Intangible assets are valued at cost except where there is an active market present.
- 7.3. Land, buildings, investment property and infrastructure (roads, water, wastewater, and other infrastructure) assets are valued at fair value when that value can be measured reliably.
- 7.4. All revaluations are to be conducted professionally, through technically qualified Council Officers and through external valuation firms as applicable.
- 7.5. External valuation firms will be engaged for the revaluation of building assets to determine fair value.
- 7.6. Valuations will also provide the insurable values of the assets for insurance purposes where required.
- 7.7. Asset classes are to be physically revalued with sufficient regularity to ensure the carrying amount does not differ materially from the fair value.
- 7.8. The fair value of investment property is to be considered annually and revalued where material movement is evident.
- 7.9. Desktop indexing will be performed on the values for all asset classes in the intervening years of the revaluation cycle where assets are not physically revalued where material movement exists.

8. Non-Current Asset Retirements

- 8.1. Assets are retired when:
 - the asset is destroyed, abandoned or decommissioned with no future economic benefit expected to be generated from its use;
 - the asset is scrapped, sold or traded;
 - the asset is lost or stolen; or
 - control of the asset is transferred to another entity.
- 8.2. Ethical disposal of non-current assets will be conducted in a timely, cost effective and environmentally friendly manner and within Council's legal and statutory obligations.
- 8.3. Disposals will be conducted professionally, ensuring Council Officers have a clear understanding of their responsibility, authority and delegated financial levels.
- 8.4. Asset retirements and replacements will be planned and budgeted for via Council's Asset and Service Management Plans.
- 8.5. Council Officers will comply with Workplace Health and Safety obligations for non-current assets being physically removed off-site once authorised for disposal.
- 8.6. Financial delegation limits are applicable for adjustments and write-offs from the asset register and from the Geographical Information System.
- 8.7. Operational components in capital projects are to be appropriately budgeted for at the commencement of a project.

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8.8. Work in progress transactions are to be reviewed on a monthly basis and any non-budgeted operational components subsequently identified are to be expensed immediately.

8.9. Disposal of those assets must be through a tender or public auction process where they are identified as surplus to requirements and have an apparent (realisable) value greater than:

- \$1 for Land assets;
- \$5,000 for all other assets.

8.10. Disposal of assets identified as surplus to requirements and with an apparent (realisable) value less than \$5,000, must be conducted in a manner approved by the appropriate Group Manager.

8.11. Officers will adopt a whole-of-life approach for the asset when considering the decision to dispose of non-current assets.

9. Stocktakes and Validity Checks

9.1. Stocktakes and validity checks will be completed and documented by assets assignees at regular intervals to verify the integrity of the asset register.

9.2. Checks may be performed on a rotating basis and may include integrity checks other than physically sighting the assets as appropriate for the asset class.

10. Work In Progress

10.1. Work in progress costs are to be monitored by the Project Manager on a monthly basis with costs being cleared from work in progress in a timely manner.

10.2. Work in Progress costs are not to be carried forward into the new financial year if at 30 June:

- construction was complete; or
- the acquired asset is in operation; or
- the costs are operational in nature.

11. Portable and Attractive Items

11.1. Group Managers are responsible to determine the need to create and maintain separately a portable and attractive items register for their Group and for assets that are managed within their Group.

12. Assets Held for Sale

12.1. Items are to be classified as 'Held for Sale' in the Current Assets section of the Statement of Financial Position in situations where they have been previously recognised as non-current assets; are now being held for the purpose of resale or transfer; and where they are expected to be sold or transferred within 12 months. The asset must be immediately available for resale in its present condition.

12.2. Assets acquired for the purposes of resale, must be treated as outlined in AASB 102 Inventories.

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Version Information (bookmark)

Version number	Date	Key Changes
3	May 2018	<ul style="list-style-type: none"> • Amend Appendix A with new Asset Capitalisation Thresholds. • Update to reflect Parks and Waste assets to be carried at cost. • Section 8.10 wording updated to clarify the method of disposal to be approved by the Group Manager.
2	April 2016	<ul style="list-style-type: none"> • Change of Policy name from Enterprise Asset Management Policy to Asset Accounting Policy. POL 3118 addresses Enterprise Asset Management. • Update reference to the <i>Local Government Regulation 2012</i>. • Re-write to encompass all Asset Accounting Policy statements and to combine POL-3041 Non Current Asset Retirements, POL 3052 Revaluation of Non-Current Assets and other policy position statements into one Asset Accounting Policy. • Addition of paragraph 8.8 regarding the disposal of assets under \$5,000.

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Appendix 1 Asset Classes and Thresholds

Asset Class	Asset Category	Example	Threshold (pre 1 February 2018)	Threshold (post 1 February 2018)
Land	Land	All land in RCC ownership <i>Land under Roads is NOT recognised as a Council asset.</i>	ALL	ALL
Buildings	Buildings	Administration buildings, depots, amenities, community halls, cabins.	\$500	ALL
	Fixtures and Fittings	Air conditioning, hot water systems, fans, awnings and blinds, cable network.	\$500	\$5,000
	Other Structures	Sheds, car ports, shelters, storage containers, awnings	\$500	\$5,000
Plant and Equipment	Plant and equipment	Power tools, generators, mowers, edgers trimmers, winches, cleaners, survey equipment, GPS, vehicles, boats.	\$500	\$5,000
	Office equipment and Furniture	Audio visual equipment, televisions, projectors, kitchen appliances, general office equipment.	\$200	\$5,000
	IM equipment (individual items excluding mobile phones)	Pc's, servers, printers, computer hardware and peripheral devices.	\$1,000	\$5,000
	IM Network (annual asset)	Desktop network (PC's, screens, laptops, docking stations, keyboards, cables)	ALL	ALL
	Collection network	Library, artwork, furniture.	ALL	ALL
Intangible	Software	Includes both internally generated and externally provided. When the software is an integral part of the related hardware it should be treated together with the hardware.	\$1,000	\$5,000
Roads	Infrastructure Assets (individual assets)	Bus shelters, lighting, pathways, traffic signals, streetscapes, bridges, crash barriers, retaining walls, signs, fencing.	\$5,000	\$5,000
	Networked	Road seal, pavement, LATMS, Car parks, earthworks.	ALL	ALL
Stormwater Drainage	Infrastructure Assets (individual assets)	Manholes and pits, end structures, surface drains, gross pollutant traps.	\$5,000	\$5,000
	Networked	Subsurface pipes and drainage.	ALL	ALL
Water and Wastewater	Infrastructure Assets (individual assets)	Motors, switchboards, pumps, structures, instrumentation, sheds, electrical wiring.	\$5,000	\$5,000
	Networked	Subsurface pipes, conduits, valves, hydrants, meters.	ALL	ALL

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Asset Class	Asset Category	Example	Threshold (pre 1 February 2018)	Threshold (post 1 February 2018)
Other Infrastructure	Infrastructure Assets (individual assets)	Jetties, navigation beacons, berthing piles, sea walls.	\$5,000	\$5,000
Parks	Park and Sporting Furniture	Tables, seats, BBQ's, play equipment, bin enclosures, signage, taps/fountains.	\$500	\$5,000
	Infrastructure Assets (individual assets)	Path structures, shelters, sports facilities, lighting, retaining walls, pumps, and switchboards.	\$5,000	\$5,000
Waste	Infrastructure Assets (individual assets)	Lighting, fencing, bulk bins, structures, sheds, manholes, mechanical and electrical.	\$5,000	\$5,000
	Networked	Wheelie Bins.	ALL	ALL

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12.4 QAO INTERIM MANAGEMENT REPORT

Objective Reference:

Authorising Officer: Deborah Corbett-Hall, Chief Financial Officer

Responsible Officer: Deborah Corbett-Hall, Chief Financial Officer

Report Author: Joy Manalo, Finance Manager

Attachments: 1. QAO Interim Management Report ↓

PURPOSE

The purpose of this report is to present the Queensland Audit Office (QAO) interim management report for 2017-18 to Council. Section 213 of the *Local Government Regulation 2012* requires the Mayor to present a copy of the auditor-general's observation report at the next ordinary meeting of Local Government following receipt of the auditor-general's report.

BACKGROUND

The QAO conducted an interim audit to understand and assess those aspects of Council's internal controls that relate to the financial statement audit objectives. The operating effectiveness of controls for the period 1 July 2017 to 28 February 2018 for revenue, expenditure and payroll were tested by the QAO. Council's overall internal control framework has been assessed as effective and the interim testing did not identify any internal control deficiencies.

QAO will continue the controls testing for the intervening period until 30 June 2018 and will provide Council with a management update at the completion of the final audit visit.

ISSUES

The interim management report details the resolved and unresolved financial reporting issues identified by the QAO in the previous financial year audit. The recommendations pertaining to the increase in asset capitalisation threshold, cost valuation of parks and waste asset classes, capitalisation of bulk assets, calculation of the asset sustainability ratio and the redesign of end of year activities to accommodate early financial statement preparation have been resolved. The implementation of the audit recommendations focussing on timely asset capitalisation, capital works confirmation and accurate recognition of developer contributed assets is being progressed.

STRATEGIC IMPLICATIONS

Legislative Requirements

Section 213 of the *Local Government Regulation 2012* requires the Mayor to present a copy of the auditor-general's observation report at the next ordinary meeting of Local Government following receipt of the auditor-general's report. This report was not tabled on the 9 May 2018 General meeting due to time constraints.

Financial Services has offered to table the report to ensure compliance with legislation, noting coordination of the corrective actions and improvements will be undertaken by Council's Internal Audit Group.

Risk Management

Risk management is undertaken during the year with respect to the internal control environment and procedures.

Financial

There are no additional financial implications arising from this interim management letter.

People

No impact as the purpose of the report is to present the 2017-18 interim management report.

Environmental

No impact as the purpose of the report is to present the 2017-18 interim management report.

Social

No impact as the purpose of the report is to present the 2017-18 interim management report.

Alignment with Council's Policy and Plans

This report has a relationship with the following items of the 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.

- 8.3 Implementation of the Corporate Plan is well coordinated across Council and through a delivery mechanism that provides clear line of sight, accountability and performance measurement for all employees; and
- 8.5 Council uses meaningful tools to engage with the community on diverse issues so that the community is well informed and can contribute to decision making.

CONSULTATION

Financial Services coordinated with QAO and provided comments on the implementation status of outstanding issues from the 2016-17 audit.

The Internal Audit Group will coordinate the action items agreed to in the interim management report and provide a progress report to the Executive Leadership Team on a monthly basis.

OPTIONS**Option One**

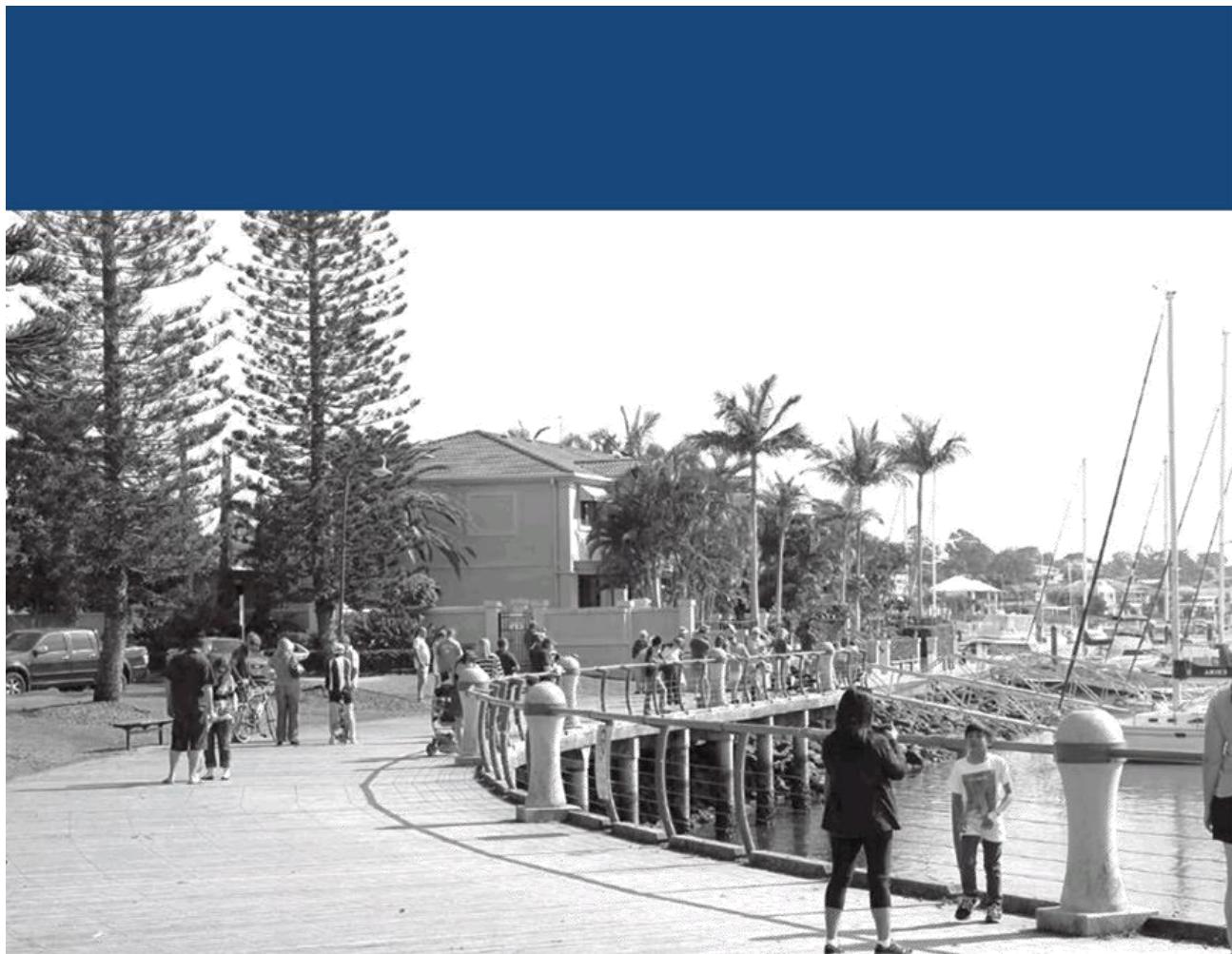
That Council resolves to note the findings from the QAO interim management report (referred to as the auditor-general's observation report in the *Local Government Regulation 2012*) for 2017-18.

Option Two

That Council requests further information.

OFFICER'S RECOMMENDATION

That Council resolves to note the findings from the QAO interim management report (referred to as the auditor-general's observation report in the *Local Government Regulation 2012*) for 2017-18.



REDLAND CITY COUNCIL

INTERIM REPORT

30 APRIL 2018



Our ref: 5-201

IN-CONFIDENCE

30 April 2018

Cr Karen Williams
Mayor
Redland City Council
PO Box 21
Cleveland QLD 4163

Dear Councillor Williams

2018 Interim report

We present to Council our interim report for Redland City Council for the financial year ending 30 June 2018. In this report we detail the internal control and financial reporting issues we identified during our interim audit visit. It includes an assessment of the internal control environment, and a summary of control deficiencies, financial reporting issues and other matters identified to date. The *Auditor-General Act 2009* requires the auditor-general to report to parliament on an issue raised during an audit if he considers it to be significant.

This interim report is based on the audit work performed to 23 March 2018. This includes our assessment of the design and implementation, and operating effectiveness of controls.

If you have any questions or would like to discuss the interim audit, please contact me on 3222 9787 or Peter Paterson on 3222 9750.

Yours sincerely



Ashley Carle
As delegate of the Auditor-General of Queensland

Enc.

cc. Mr Andrew Chesterman, Chief Executive Officer
▪ Councillor Paul Gleeson, Chair of the Audit Committee



AUDIT PROGRESS

SUMMARY

AUDIT PROGRESS

Scope	
Planning	Our audit planning activities are complete. The external audit plan was issued on the 8 March 2018.
Internal controls	<ul style="list-style-type: none"> • We have tested the operating effectiveness of controls for the period 1 July 2017 to 28 February 2018 for revenue, expenditure and payroll. • We did not identify any internal control deficiencies during our interim testing. • Of the nine issues relating to prior year, five issues have been resolved. The remaining four issues will be reviewed as part of the year end process. • We will continue our controls testing for the intervening period until the year end and provide you another update in our closing report at the conclusion of the final audit testing.
Areas of audit significance	<ul style="list-style-type: none"> • Valuation and depreciation of assets – This is expected to be completed by 3 September, in accordance with the timeline and key reporting deadline outlined in the external audit plan. • Rates and levies – No significant issues identified as part of our testing completed to date. • Payroll/Employee expenses – No significant issues identified as part of our testing completed to date. • Probit surrounding Council expenditure and activities – No significant issues identified as part of our testing completed to date.
Milestones	<p>Pro forma financial statements – Due 30 April 2018</p> <p>Known accounting issues – Due 30 April 2018</p> <p>Finalise non-current asset valuations – Due 3 September 2018</p> <p>Draft financial statements and workpapers available – Due 3 September 2018</p>
Financial statements	Not yet started.

INTERNAL CONTROLS ISSUES

SUMMARY & RATING

The following table summarizes our reporting on deficiencies in internal controls.

Internal control component	Number of significant deficiencies		Number of deficiencies		Rating
	Current year issues	Prior year unresolved issues	Current year issues	Prior year unresolved issues	
Control environment Structures, policies, attitudes & values that influence daily operations	0	0	0	2	●
Risk assessment Processes for identifying, assessing & managing risk	0	0	0	0	●
Control activities Implementation of policies & procedures to prevent or detect errors & safeguard assets	0	0	0	1	●
Information and communication Systems to capture & communicate information to achieve reliable financial reporting	0	0	0	1	●
Monitoring activities Oversight of internal controls for existence and effectiveness	0	0	0	0	●

Our ratings

Rating	Description
● Effective	No significant deficiencies identified
● Generally effective	One significant deficiency identified
● Ineffective	More than one significant deficiency identified

ISSUES & OTHER MATTERS

STATUS UPDATE OF PRIOR YEAR ISSUES AND OTHER MATTERS

Summary of issues and other matters

During the 2018 interim audit, we have tested the operating effectiveness of controls and did not identify any internal control deficiencies.

In the prior financial year we reported a number of control deficiencies, financial reporting issues and other matters. This summary is an update on the status of prior year issues and their current status.



Deficiencies in internal controls

Ref	Issue	Status and Management Comment
Issue 1 QAO letter 24/10/17	<p><u>Property, Plant and Equipment</u></p> <p><i>Issue: Inadequate Finalisation of Capital Work in Progress Projects</i></p> <p>There were projects that have been completed more than 12 months before year end, but the technical data had not been provided for these assets to be capitalised in the fixed asset register.</p> <p><i>Recommendation:</i></p> <p>We recommended that Project Managers finalise capital works in progress in a timely manner following completion of the project.</p>	<p>Work in progress</p> <p>Status will be followed up at final audit visit</p> <p>Management Comment:</p> <p>Monthly WIP reports are provided to Project Managers by the Capital Asset Accounting Team (CAAT) for its review and monitoring. Quarterly reports are now required for WIP status comments.</p> <p>Notifications to Project Managers have been done through the series of meetings conducted in November 2017.</p> <p>In February 2018, the Group Manager Corporate Strategy and Performance was appointed to spearhead Council's strategic asset management. The Corporate Strategy and Performance Group is expected to support and assist the Project Managers in the performance of their asset responsibilities such as the monitoring of WIP and provision of information required for the capitalisation process.</p>

ISSUES & OTHER MATTERS

STATUS UPDATE OF PRIOR YEAR ISSUES AND OTHER MATTERS

Ref	Issue	Status and Management Comment
 Issue 2 QAO letter 24/10/17	<p><u>Property, Plant and Equipment</u></p> <p><i>Issue: Completeness of Developer Contributed Assets</i></p> <p>Our work noted there were assets contributed by developers to Council during FY17, which failed to be recognised and recorded.</p> <p>From further investigation, it was identified that this error resulted from a breakdown in the communication and reporting from Engineering Environment to Finance. Engineering and Environment are required to communicate to Finance when a decision is made to put contributed assets "on-maintenance". It is this point in time that developer assets are capitalised by Council.</p> <p><i>Recommendation:</i></p> <p>We recommended that Engineering and Environment put appropriate systems and processes in place that ensures Finance is made aware on a timely basis of all developer assets that go "on-maintenance".</p>	<p>Work in progress</p> <p>Status will be followed up at final audit visit</p> <p><u>Management Comment:</u></p> <p>The Corporate Finance Unit (CFU) coordinated with the Service Manager E & E in December 2017 and February 2018 to discuss the required notification process regarding developer contributed assets. CFU also followed up the documentation required for the recognition of the donated assets.</p> <p>With effect from 26 March 2018 Engineering and Environment (E & E) changed the manual e-mail notification process, which requires a manual e-mail to be prepared and sent out by Business Support Officers of E & E, when each development is accepted "On Maintenance" or "Off Maintenance".</p> <p>Under the new notification process a weekly e-mail report is sent to Finance by E & E. This report contains the list of developments that have been accepted "On Maintenance" for the last seven (7) days.</p>

ISSUES & OTHER MATTERS

STATUS UPDATE OF PRIOR YEAR ISSUES AND OTHER MATTERS

Ref	Issue	Status and Management Comment
 Issue 3 QAO letter 24/10/17	<p><u>Property, Plant and Equipment</u></p> <p><i>Issue: Insufficient Responses to Capital Works Confirmations Provided by Project Managers</i></p> <p>We noted that "Work in Progress Audit Confirmations" were incomplete and in some instances the response provided was inadequate. For many of the projects we noted that should have been capitalised, the comments on this "Work in Progress Audit Confirmation" for these projects stated the project was 'on-going', or no comment had been provided for that project.</p> <p>Recommendation:</p> <p>We recommended that all Responsible Project Managers are reminded of the importance of the completion of this confirmation, and any other internal confirmations requested. It is recommended that Council considers implementing a process to ensure greater accountability for their responses.</p>	<p>Work in progress</p> <p>Status will be followed up at final audit visit</p> <p>Management Comment:</p> <p>Corporate Finance Unit has conducted a series of meetings with the General Managers and Project Managers during the month of November 2017 to cascade the revised and more efficient reporting timeframes and the need for Project Managers to provide relevant WIP status comments. WIP movements are published in the monthly financial reports since July 2017. The Capital and Asset Accounting Team's (CAAT's) provision of data to assess achievement of the business units' monthly WIP KPIs and scorecards commenced in October 2017. Documents have been provided to Internal Audit as supporting evidence for the actual completion of the recommendation over a three month period (October – December 2017 reports). The quarter ending December 2017 WIP confirmation report was issued to the Project Managers on the 10 January 2018 and their comments were forwarded to CAAT by the 20 January 2018. Respective General Managers were informed of the status of their respective department's WIP confirmations.</p> <p>In February 2018, the Group Manager Corporate Strategy and Performance was appointed to spearhead Council's strategic asset management. The Corporate Strategy and Performance Group is expected to support and assist the Project Managers in the performance of their asset responsibilities such as the monitoring of WIP and provision of information required for the capitalisation process.</p>

ISSUES & OTHER MATTERS

STATUS UPDATE OF PRIOR YEAR ISSUES AND OTHER MATTERS

Ref	Issue	Status and Management Comment
 Issue 4 QAO letter 24/10/17	<p><u>Property, Plant and Equipment</u></p> <p><i>Issue: Backdating "On-Maintenance" Dates of Developer Contributed Assets</i></p> <p>Instances were identified where significant time lags exist between the time Engineering and Environment perform the final inspection of developer contributed assets, to the time Engineering and Environment record the "on-maintenance" of such assets within the Property & Rating System. In these cases, the "on-maintenance" event was back dated to the time of the final inspection, which was prior to financial year end.</p> <p><i>Recommendation:</i></p> <p>We recommended that Engineering and Environment record the "on-maintenance" status of contributed assets on a timely basis following the completion of the final inspection.</p>	<p>Work in progress</p> <p>Status will be followed up at final audit visit</p> <p><u>Management Comment:</u></p> <p>Processes have been implemented to ensure that on-maintenance dates are not back dated. A formal communication via email was sent to the Engineering Assessment Team by the Service Manager Engineering and Environmental Assessment.</p> <p>Corporate Finance Unit will periodically monitor the process implementation associated with "no-back dating" of on maintenance developer contributed assets.</p>

ISSUES & OTHER MATTERS

STATUS UPDATE OF PRIOR YEAR ISSUES AND OTHER MATTERS

Ref	Issue	Status and Management Comment
 Other Matter 1 QAO letter 24/10/17	<p>Property, Plant and Equipment</p> <p><i>Matter: Revaluation of Parks and Waste Asset Classes</i></p> <p>Parks and Waste asset classes have immaterial balances, yet are recorded at fair value and subject to regular revaluation.</p> <p><i>Recommendation:</i></p> <p>We recommend that Council discontinue revaluing the parks and waste asset classes, and instead record these classes at cost going forward.</p>	<p>Resolved</p> <p><u>Management Comment:</u></p> <p>From FY 2017-2018, Parks and Waste Asset Classes are valued at cost. The change from fair value to cost valuation is implemented in accordance with AASB 116 Property Plant and Equipment and AASB 108 Accounting Policies, Changes in Accounting Estimates and Errors.</p> <p>The shift to cost valuation for parks and waste assets provides cost savings on revaluation fees for these low value and relatively short life assets. Apart from direct cost savings, work efficiency is also achieved with the avoidance of asset inspections and validations required to be conducted by Council officers as part of the revaluation process.</p>
 Other Matter 2 QAO letter 24/10/17	<p>Governance</p> <p><i>Matter: Timing of Audit Committee Meeting Schedule</i></p> <p>It is the expectation of the Queensland Audit Office that Councils continue to improve on the timely preparation and communication of financial reporting to users. The usefulness of the financial report is increased if it is delivered in a timely manner.</p> <p><i>Recommendation:</i></p> <p>We recommended that the Audit Committee meeting schedule be revisited to accommodate earlier preparation and communication of the financial report, and spreading the content over the year.</p> <p>Council may like to consider whether there are other operational matters that need to be considered in reviewing the timing of the meetings.</p>	<p>Resolved</p> <p><u>Management Comment:</u></p> <p>The Corporate Finance Unit (CFU) redesigned the end of year processes and resources to bring work forward in line with the earlier timeline for the 2017-2018 preparation of financial statements.</p> <p>CFU also coordinated with Internal Audit to ensure that the timing of the Audit Committee meetings coincide with the required QAO timeframe.</p>

ISSUES & OTHER MATTERS

STATUS UPDATE OF PRIOR YEAR ISSUES AND OTHER MATTERS

Ref	Issue	Status and Management Comment
 <i>Other Matter 3</i> <i>QAO letter</i> <i>24/10/17</i>	<p><u>Property, Plant and Equipment</u></p> <p><i>Matter: Capitalisation of Bulk Assets</i></p> <p>Our work noted that identical individual assets below the capitalisation threshold were grouped and capitalised as bulk assets.</p> <p><i>Recommendation:</i></p> <p>We recommended that if individual assets are below the capitalisation threshold, they should be expensed unless they meet the definition of a network asset. Principally, this is the preferred treatment for kerbside bins, library books and some IT equipment.</p> <p>Whilst the current treatment is in line with accounting standards, our recommendation provides for ease of administration and is also standard practise at other councils. Whilst not mandatory to Councils, this treatment is also in line with Queensland Treasury Corporation Guidelines.</p>	<p>Resolved</p> <p>Council have determined that it is more cost effective to continue their current practice. We therefore deem this matter to be closed.</p> <p><u>Management Comment:</u></p> <p>It was determined that the current practice of capitalising bulk assets is administratively more cost effective and therefore this practice will continue to be implemented.</p>
 <i>Other Matter 4</i> <i>QAO letter</i> <i>24/10/17</i>	<p><u>Property, Plant and Equipment</u></p> <p><i>Matter: Low Capitalisation Threshold in Comparison to Other Councils and Operations</i></p> <p>We noted that Council has capitalisation thresholds set for each asset class, which are low in comparison to other Councils and relative to the size of Council's operations.</p> <p><i>Recommendation:</i></p> <p>We recommended that management review the current capitalisation thresholds. Many Councils use the Queensland Treasury Non-Current Asset Policies as a guide in determining the capitalisation thresholds.</p> <p>Where capitalisation thresholds are higher, Council should consider whether it is necessary to maintain separate registers internally for asset management purposes without these being included in the financial records. In particular, we recommend that all portable and attractive items are tracked, even if they are not capitalised, to minimise any fraud risk.</p>	<p>Resolved</p> <p><u>Management Comment:</u></p> <p>From 1 February 2018, asset capitalisation threshold for all asset classes except land and buildings and networked assets was increased to \$5,000.</p> <p>Information Management (IM) continues to maintain a register for portable and attractive assets for Information Technology (IT) equipment (e.g. mobile phones and tablets) that are below the \$5,000 asset threshold.</p> <p>Managers continue to be responsible for monitoring portable and attractive assets within their respective business units.</p>

ISSUES & OTHER MATTERS

STATUS UPDATE OF PRIOR YEAR FINANCIAL REPORTING ISSUES

Financial reporting issues

Ref	Issue	Status and Management Comment
 <i>Financial Reporting Issue 1</i> QAO letter 24/10/17	<p><u>Financial Sustainability</u></p> <p><i>Issue: Asset Sustainability Ratio Calculation</i></p> <p>The asset sustainability ratio is an approximation of the extent to which the infrastructure assets managed by Council are being replaced as they reach the end of their useful lives. It is calculated by taking Capital Expenditure on Replacement of Assets (Renewals), and dividing this by Depreciation Expenditure.</p> <p>Council are currently calculating the Asset Sustainability Ratio using the total capital expenditure incurred during the financial year on replacement of <u>all asset types</u>, divided by the total depreciation expenditure on <u>all assets</u> for the financial year.</p> <p><i>Recommendation:</i></p> <p>We recommended that going forward, Council calculate the Asset Sustainability Ratio using only infrastructure asset renewals and infrastructure depreciation during the period.</p>	<p>Resolved</p> <p><u>Management Comment:</u></p> <p>Monthly financial reporting to Council for the Asset Sustainability Ratio is now being calculated based on infrastructure asset renewals only. The Asset Sustainability Ratio presented with the General Purpose Financial Statements for FY 2017-2018 will be calculated based only on infrastructure asset renewals. Similar basis of calculation will be used for the Asset Sustainability Ratio presented alongside the 2018-2019 Operating Budget and 2019-2028 Ten Year Long Term Forecast.</p>

APPENDIX A

OUR DEFINITIONS

INTERNAL CONTROL DEFICIENCIES

	Definition	Prioritisation of remedial action
Deficiency 	A deficiency arises when internal controls are ineffective or missing, and are unable to prevent, or detect and correct, misstatements in the financial statements. A deficiency may also result in non-compliance with policies and applicable laws and regulations and/or inappropriate use of public resources.	We expect management action will be taken in a timely manner to resolve deficiencies.
Significant deficiency 	A significant deficiency is a deficiency, or combination of deficiencies, in internal control that requires immediate remedial action. Also, we increase the rating from a deficiency to a significant deficiency based on: <ul style="list-style-type: none"> ▪ the risk of material misstatement in the financial statements ▪ the risk to reputation ▪ the significance of non-compliance with policies and applicable laws and regulations ▪ the potential to cause financial loss including fraud, or ▪ where management has not taken appropriate timely action to resolve the deficiency. 	This requires immediate management action to resolve.
Other matter 	An other matter is expected to improve the efficiency and/or effectiveness of internal controls, but does not constitute a deficiency in internal controls. If an other matter is not resolved, we do not consider that it will result in a misstatement in the financial statements or non-compliance with legislative requirements.	Our recommendation may be implemented at management's discretion.

FINANCIAL REPORTING ISSUES

	Potential effect on the financial statements	Prioritisation of remedial action
High 	We assess that there is a high likelihood of this causing a material misstatement in one or more components (transactions, balances and disclosures) of the financial statements, or there is the potential for financial loss including fraud.	This requires immediate management action to resolve.
Medium 	We assess that there is a medium likelihood of this causing a material misstatement in one or more components of the financial statements.	We expect management action will be taken in a timely manner.
Low 	We assess that there is a low likelihood of this causing a material misstatement in one or more components of the financial statements.	We recommend management action to resolve; however, a decision on whether any action is taken is at management's discretion.

APPENDIX B

INFORMATION ON INTERNAL CONTROLS

What is internal control?

'Internal control' is the processes, systems, records and activities that your entity designs, implements and maintains to provide you with reasonable assurance about the achievement of organisational objectives regarding:

- reliability of financial reporting
- effectiveness and efficiency of operations
- compliance with applicable laws and regulations.

Your governing body and executive management collectively are responsible for preparing reliable financial statements in accordance with generally accepted accounting principles. They are similarly responsible for maintaining effective internal control over financial reporting.

Our assessments of your internal control framework

The auditing standards that we must comply with require us to understand and assess those aspects of your internal control that relate to our financial statement audit objectives. In the planning phase of our audit, we sought to understand and evaluate how controls are designed and implemented. We communicated to you the results of our analysis in our external audit plan.

If we decide that we can rely on your controls, we must then test them to confirm they operated effectively. The results of our testing may highlight deficiencies in your internal controls. We assess whether any identified deficiencies in internal control constitute, individually or in combination, a significant deficiency in internal control.

Limitations of our reporting on internal control deficiencies

No system of internal control can provide absolute assurance about the absence of error or compliance. Even in the absence of identified control weaknesses, inherent limitations in your internal controls over financial reporting may not prevent or detect material misstatements.



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'Queensland Audit Office (QAO)'



12.5 APRIL 2018 MONTHLY FINANCIAL REPORT

Objective Reference:

Authorising Officer: Deborah Corbett-Hall, Chief Financial Officer

Responsible Officer: Deborah Corbett-Hall, Chief Financial Officer

Report Author: Udaya Panambala Arachchilage, Corporate Financial Reporting Manager

Attachments: 1. April 2018 Monthly Financial Report ↓

PURPOSE

The purpose of this report is to note the year to date financial results as at 30 April 2018.

BACKGROUND

Council adopts an annual budget and then reports on performance against the budget on a monthly basis. This is not only a legal requirement but enables the organisation to periodically review its financial performance and position and respond to changes in community requirements, market forces or other outside influences.

ISSUES

Revaluation of Road and Stormwater assets

Council is currently in the process of comprehensively valuing Road and Stormwater assets and desktop valuations are undertaken on other material asset classes, in accordance with Australian Accounting Standard 116 Property, Plant and Equipment.

STRATEGIC IMPLICATIONS

Council has either achieved or favourably exceeded the following key financial stability and sustainability ratios as at the end of April 2018:

- Operating surplus ratio
- Net financial liabilities
- Ability to pay our bills – current ratio
- Ability to repay our debt – debt servicing ratio
- Cash balance
- Cash balances – cash capacity in months
- Longer term financial stability – debt to asset ratio
- Interest coverage ratio

The following ratios did not meet the target at the end of April 2018:

- Asset sustainability ratio
- Level of dependence on general rate revenue
- Operating performance

The asset sustainability ratio did not meet the target at the end of April 2018 and continues to be a stretch target for Council with renewal spend of \$25.42M and depreciation expense of \$47.02M year to date on infrastructure assets. This ratio is an indication of how Council currently maintains, replaces and renews its existing infrastructure assets as they reach the end of their useful life. Capital spend on non-renewal projects increase the asset base and therefore increases

depreciation expense, resulting in a lower asset sustainability ratio. The upward revaluation of infrastructure assets increases the asset base correspondingly increasing the depreciation expense that results in a lower ratio.

Council's Capital Works Prioritisation Policy (POL-3131) demonstrates its commitment to maintaining existing infrastructure and the adoption of a renewal strategy for its existing assets ahead of 'upgrade' and/or 'new' works.

The level of dependence on general rate revenue and operating performance ratios fluctuate in line with the rating cycle. The operating performance ratio is a cash measure and is expected to increase in May 2018 when the fourth quarter general rates are collected.

Legislative Requirements

The April 2018 financial results are presented in accordance with the legislative requirement of section 204(2) of the *Local Government Regulation 2012*, requiring the Chief Executive Officer to present the financial report to a monthly Council meeting.

Risk Management

The April 2018 financial results have been noted by the Executive Leadership Team and relevant officers who can provide further clarification and advice around actual to budget variances.

Financial

There is no direct financial impact to Council as a result of this report; however it provides an indication of financial outcomes at the end of April 2018.

People

Nil impact expected as the purpose of the attached report is to provide financial information to Council based upon actual versus budgeted financial activity.

Environmental

Nil impact expected as the purpose of the attached report is to provide financial information to Council based upon actual versus budgeted financial activity.

Social

Nil impact expected as the purpose of the attached report is to provide financial information to Council based upon actual versus budgeted financial activity.

Alignment with Council's Policy and Plans

This report has a relationship with the following items of the 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 Council produces and delivers against sustainable financial forecasts as a result of best practice Capital and Asset Management Plans that guide project planning and service delivery across the city.

CONSULTATION

Council departmental officers, Financial Services Group officers and the Executive Leadership Team are consulted on financial results and outcomes throughout the period.

OPTIONS**Option One**

That Council resolves to note the financial position, results and ratios for April 2018 as presented in the attached Monthly Financial Report.

Option Two

That Council requests additional information.

OFFICER'S RECOMMENDATION

That Council resolves to note the financial position, results and ratios for April 2018 as presented in the attached Monthly Financial Report.

Monthly Financial Report

April 2018





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1. EXECUTIVE SUMMARY

This monthly report illustrates the financial performance and position of Redland City Council compared to its adopted budget at an organisational level for the period ended 30 April 2018. The year to date and annual revised budget referred to in this report incorporates the changes from the budget capital carryovers adopted by Council on 23 August 2017.

Key Financial Highlights and Overview

Key Financial Results (\$000)	Annual Revised Budget	YTD Revised Budget	YTD Actual	YTD Variance	YTD Variance %	Status Favourable ✓ Unfavourable ✗
Operating Surplus / (Deficit)	(11,136)	11,113	9,017	(2,096)	-19%	✗
Recurrent Revenue	261,639	232,698	231,297	(1,401)	-1%	✗
Recurrent Expenditure	272,775	221,585	222,280	695	0%	✗
Capital Works Expenditure	94,860	63,978	54,626	(9,352)	-15%	✓
Closing Cash & Cash Equivalents	140,234	144,280	131,193	(13,087)	-9%	✗

Council reported a year to date operating surplus of \$9.02M. The fourth quarter rate notices were issued in April 2018. Recurrent revenue is slightly lower than budget but offset by favourable variance in materials and services expenditure which is primarily due to underspend in consultant and contractor costs. The unfavourable variance in depreciation expense is due to higher opening asset balances for 2017/2018 which include the results from the 2016/2017 asset revaluations, as well as the recognition of developer contributed assets. These end of year adjustments as well as sewerage network assets capitalised this year from WIP, influenced the increase in depreciation expense.

Capital grants, subsidies and contributions are below budget mainly due to timing of developer cash contributions. Additionally, non-cash contributions are below budget due to timing of developer non-cash contributions. Loss on disposal of non-current assets is mainly due to sale of fleet assets; and infrastructure and parks asset replacement.

Council's capital works expenditure is below budget by \$9.35M due to timing of works for a number of infrastructure projects, asset management project and timing of capital acquisitions and fleet replacement.

Council's cash balance is below budget due to higher than anticipated payments to suppliers which includes \$7.85M for canal and lake special charges refund and below budget receipt of capital grants, subsidies and contributions. This is partially offset by below budget expenditure for property, plant and equipment and above budget operating grants. Constrained cash reserves represent 71% of the cash balance.

2. KEY PERFORMANCE INDICATORS

Key Performance Indicators

Financial Stability Ratios and Measures of Sustainability	Status Achieved ✓ Not achieved ✗	Annual Revised Budget	YTD April 2018	Target
Operating Surplus Ratio (%)	✓	-4.26%	3.90%	Between 0% and 10% (on average over the long-term)
Asset Sustainability Ratio (%) [^]	✗	70.92%	54.06%	Greater than 90% (on average over the long-term)
Net Financial Liabilities (%)*	✓	-23.95%	-47.21%	Less than 60% (on average over the long-term)
Level of Dependence on General Rate Revenue (%)	✗	33.93%	37.68%	Less than 37.5%
Ability to Pay Our Bills - Current Ratio	✓	2.74	3.54	Between 1.1 & 4.1
Ability to Repay Our Debt - Debt Servicing Ratio (%)	✓	2.99%	3.39%	Less than or equal to 10%
Cash Balance \$M	✓	\$140.234M	\$131.193M	Greater than or equal to \$50M
Cash Balances - Cash Capacity in Months	✓	7.87	7.03	Greater than 3 months
Longer Term Financial Stability - Debt to Asset Ratio (%)	✓	1.47%	1.43%	Less than or equal to 10%
Operating Performance (%)	✗	17.65%	11.55%	Greater than or equal to 15%
Interest Coverage Ratio (%)**	✓	-0.59%	-0.57%	Less than 5%

* The net financial liabilities ratio exceeds the target range when current assets are greater than total liabilities (and the ratio is negative)

** The interest coverage ratio exceeds the target range when interest revenue is greater than interest expense (and the ratio is negative)

The annual revised budgeted balances for 2017/2018 include the changes from the budget carryovers adopted by Council on 23 August 2017. The differences between the carryover budget figures and those published are due to the actual opening balances on 1 July 2017, which are now finalised following end of year accounts finalisation.



3. STATEMENT OF COMPREHENSIVE INCOME

STATEMENT OF COMPREHENSIVE INCOME

For the period ending 30 April 2018

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
Recurrent revenue					
Rates, levies and charges	227,186	227,186	206,274	204,916	(1,358)
Fees	13,048	13,048	10,784	10,734	(50)
Rental income	839	839	689	801	112
Interest received	4,361	4,361	3,592	3,679	87
Investment returns	2,200	2,200	500	500	-
Sales revenue	3,823	3,823	3,075	2,603	(472)
Other income	684	684	565	839	274
Grants, subsidies and contributions	9,497	9,497	7,219	7,225	6
Total recurrent revenue	261,639	261,639	232,698	231,297	(1,401)
Capital revenue					
Grants, subsidies and contributions	33,013	33,035	22,020	15,465	(6,555)
Non-cash contributions	3,213	3,213	2,687	656	(2,031)
Total capital revenue	36,226	36,248	24,707	16,121	(8,586)
TOTAL INCOME	297,865	297,887	257,405	247,418	(9,987)
Recurrent expenses					
Employee benefits	85,677	85,677	70,782	70,445	(337)
Materials and services	125,787	125,787	99,721	97,432	(2,289)
Finance costs	3,112	3,112	2,582	2,724	142
Depreciation and amortisation	58,200	58,200	48,500	51,679	3,179
Total recurrent expenses	272,775	272,775	221,585	222,280	695
Capital expenses					
(Gain) / loss on disposal of non-current assets	289	36	(416)	1,283	1,699
Total capital expenses	289	36	(416)	1,283	1,699
TOTAL EXPENSES	273,064	272,811	221,169	223,563	2,394
NET RESULT	24,801	25,076	36,236	23,855	(12,381)
Other comprehensive income / (loss)					
Items that will not be reclassified to a net result					
Revaluation of property, plant and equipment	-	-	-	(67)	(67)
TOTAL COMPREHENSIVE INCOME	24,801	25,076	36,236	23,788	(12,448)

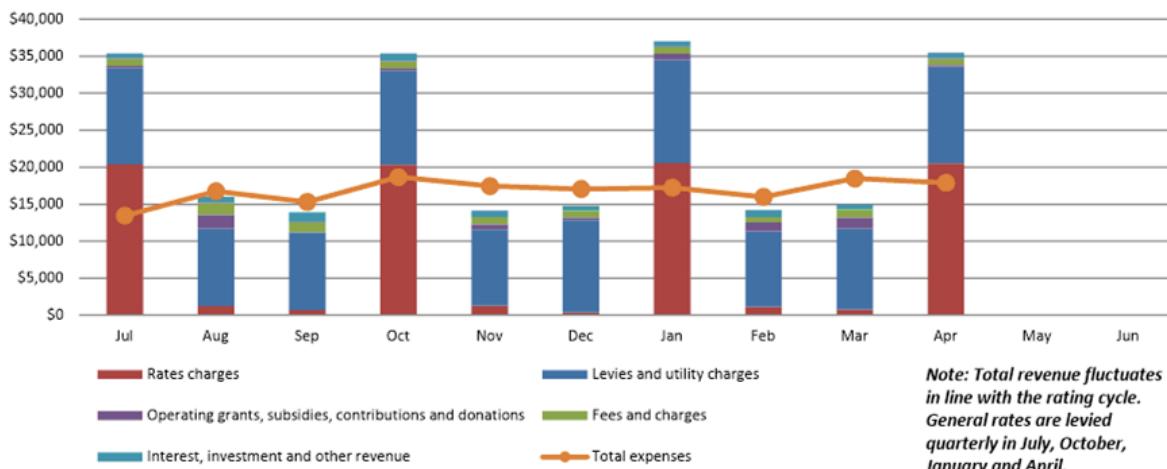


4. OPERATING STATEMENT

OPERATING STATEMENT For the period ending 30 April 2018

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
Revenue					
Rates charges	91,688	91,688	91,688	89,985	(1,703)
Levies and utility charges	138,824	138,824	117,873	118,156	283
<i>Less: Pensioner remissions and rebates</i>	(3,325)	(3,325)	(3,287)	(3,225)	62
Fees	13,048	13,048	10,784	10,734	(50)
Operating grants and subsidies	8,795	8,795	6,669	6,908	239
Operating contributions and donations	702	702	550	317	(233)
Interest external	4,361	4,361	3,592	3,679	87
Investment returns	2,200	2,200	500	500	-
Other revenue	5,347	5,347	4,329	4,243	(86)
Total revenue	261,639	261,639	232,698	231,297	(1,401)
Expenses					
Employee benefits	85,677	85,677	70,782	70,445	(337)
Materials and services	126,040	126,040	99,932	96,608	(3,324)
Finance costs other	303	303	243	370	127
Other expenditure	489	489	407	1,456	1,049
Net internal costs	(741)	(741)	(618)	(632)	(14)
Total expenses	211,767	211,767	170,746	168,247	(2,499)
Earnings before interest, tax and depreciation (EBITD)	49,872	49,872	61,952	63,050	1,098
Interest expense	2,809	2,809	2,339	2,354	15
Depreciation and amortisation	58,200	58,200	48,500	51,679	3,179
OPERATING SURPLUS / (DEFICIT)	(11,136)	(11,136)	11,113	9,017	(2,096)

Actuals - Total Revenue and Expenses (before interest and depreciation) (\$000)





4. OPERATING STATEMENT - CONTINUED

LEVIES AND UTILITY CHARGES ANALYSIS For the period ending 30 April 2018

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
Levies and utility charges					
Refuse collection rate charge	21,663	21,663	18,032	18,120	88
Special charges	4,083	4,083	4,083	4,074	(9)
SES separate charge	339	339	339	340	1
Environment separate charge	7,568	7,568	7,568	7,631	63
Separate charge landfill remediation	2,911	2,911	2,426	2,445	19
Wastewater charges	43,647	43,647	36,373	36,322	(51)
Water access charges	18,296	18,296	15,246	15,339	93
Water consumption charges	40,317	40,317	33,806	33,885	79
Total levies and utility charges	138,824	138,824	117,873	118,156	283

MATERIALS AND SERVICES ANALYSIS For the period ending 30 April 2018

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
Materials and services					
Contractors	34,121	34,482	26,269	24,182	(2,087)
Consultants	4,465	4,249	2,729	1,246	(1,483)
Other Council outsourcing costs*	17,355	17,522	14,022	14,943	921
Purchase of materials	44,300	44,052	36,187	35,958	(229)
Office administration costs	7,949	8,070	6,483	6,555	72
Electricity charges	5,751	5,729	4,757	4,493	(264)
Plant operations	4,466	4,480	3,521	3,693	172
Information technology resources	2,811	2,647	2,028	1,879	(149)
General insurance	1,363	1,363	1,137	1,108	(29)
Community assistance**	1,619	1,623	1,364	1,125	(239)
Other material and service expenses	1,840	1,823	1,435	1,426	(9)
Total materials and services	126,040	126,040	99,932	96,608	(3,324)

* Other Council outsourcing costs are various outsourced costs including refuse collection and disposal, waste disposal, legal services, traffic control, external training, valuation fees, etc.

** Community assistance costs represent community related costs including community grants, exhibitions & awards, donations and sponsorships.

EMPLOYEE BENEFITS AND FULL TIME EQUIVALENTS (FTE) For the period ending 30 April 2018

	FTE (Council employees and Councillors)*	Total staff wages and salaries (including Councillors) \$000	Annual leave and long service leave entitlements \$000	Superannuation (including Councillors) \$000	Other employee related expenses (including agency costs) \$000	Less: capitalised employee expenses \$000	Total operating employee benefits \$000
Month							
July	900	5,324	626	647	333	481	6,449
August	899	5,992	702	698	627	520	7,499
September	902	5,213	617	653	597	471	6,609
October	906	6,080	724	722	525	531	7,520
November	914	5,961	698	703	598	383	7,577
December	919	5,508	650	674	452	389	6,895
January	921	5,496	646	713	560	414	7,001
February	922	5,416	646	637	469	638	6,530
March	925	5,967	710	699	479	383	7,472
April	923	5,581	642	685	471	486	6,893
Total employee benefits YTD		56,538	6,661	6,831	5,111	4,696	70,445

* Refer to page 14 for further information on FTE and headcount.

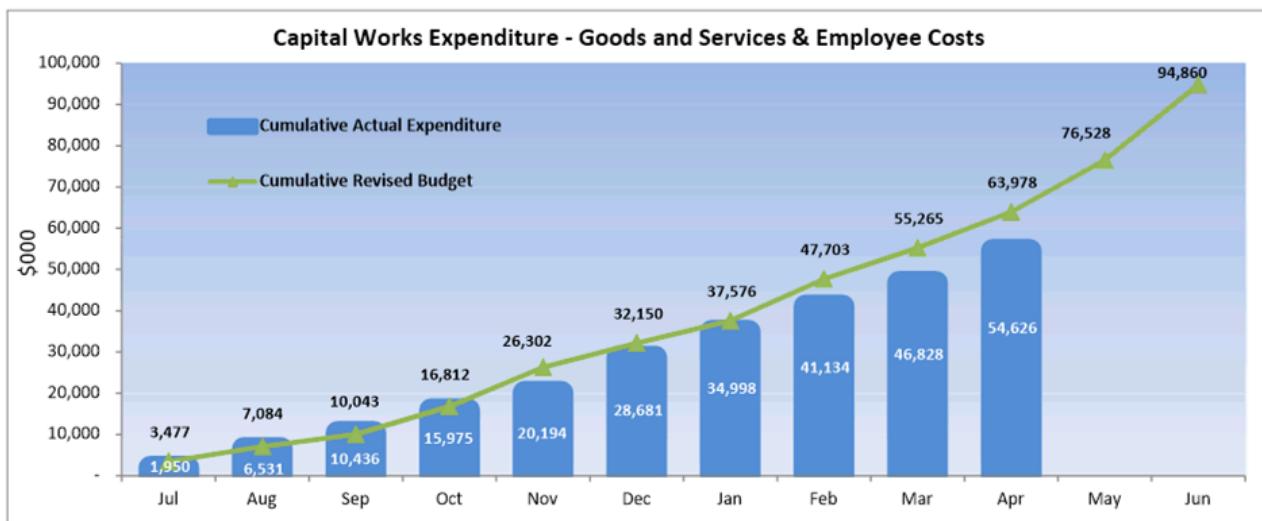


5. CAPITAL FUNDING STATEMENT

CAPITAL FUNDING STATEMENT For the period ending 30 April 2018

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
Sources of capital funding					
Capital contributions and donations	29,250	29,250	18,632	13,476	(5,156)
Capital grants and subsidies	3,763	3,785	3,387	1,989	(1,398)
Proceeds on disposal of non-current assets	1,180	1,433	1,197	718	(479)
Capital transfers (to) / from reserves	(14,106)	(13,493)	(15,698)	(6,530)	9,168
Non-cash contributions	3,213	3,213	2,687	656	(2,031)
New loans	867	867	-	-	-
Funding from general revenue	66,106	78,028	61,939	50,462	(11,477)
Total sources of capital funding	90,272	103,082	72,144	60,771	(11,373)
Application of capital funds					
Contributed assets	3,213	3,213	2,687	656	(2,031)
Capitalised goods and services*	74,965	87,599	58,511	49,930	(8,581)
Capitalised employee costs*	7,085	7,261	5,467	4,696	(771)
Loan redemption	5,010	5,010	5,479	5,489	10
Total application of capital funds	90,272	103,082	72,144	60,771	(11,373)
Other budgeted items					
Transfers to constrained operating reserves	(13,268)	(13,268)	(10,946)	(13,737)	(2,791)
Transfers from constrained operating reserves	11,565	11,565	8,864	16,402	7,538
Written down value (WDV) of assets disposed	1,468	1,468	781	2,001	1,220

* Total capital works expenditure depicted in the graph below is the total of capitalised goods and services and capitalised employee costs.





6. STATEMENT OF FINANCIAL POSITION

STATEMENT OF FINANCIAL POSITION

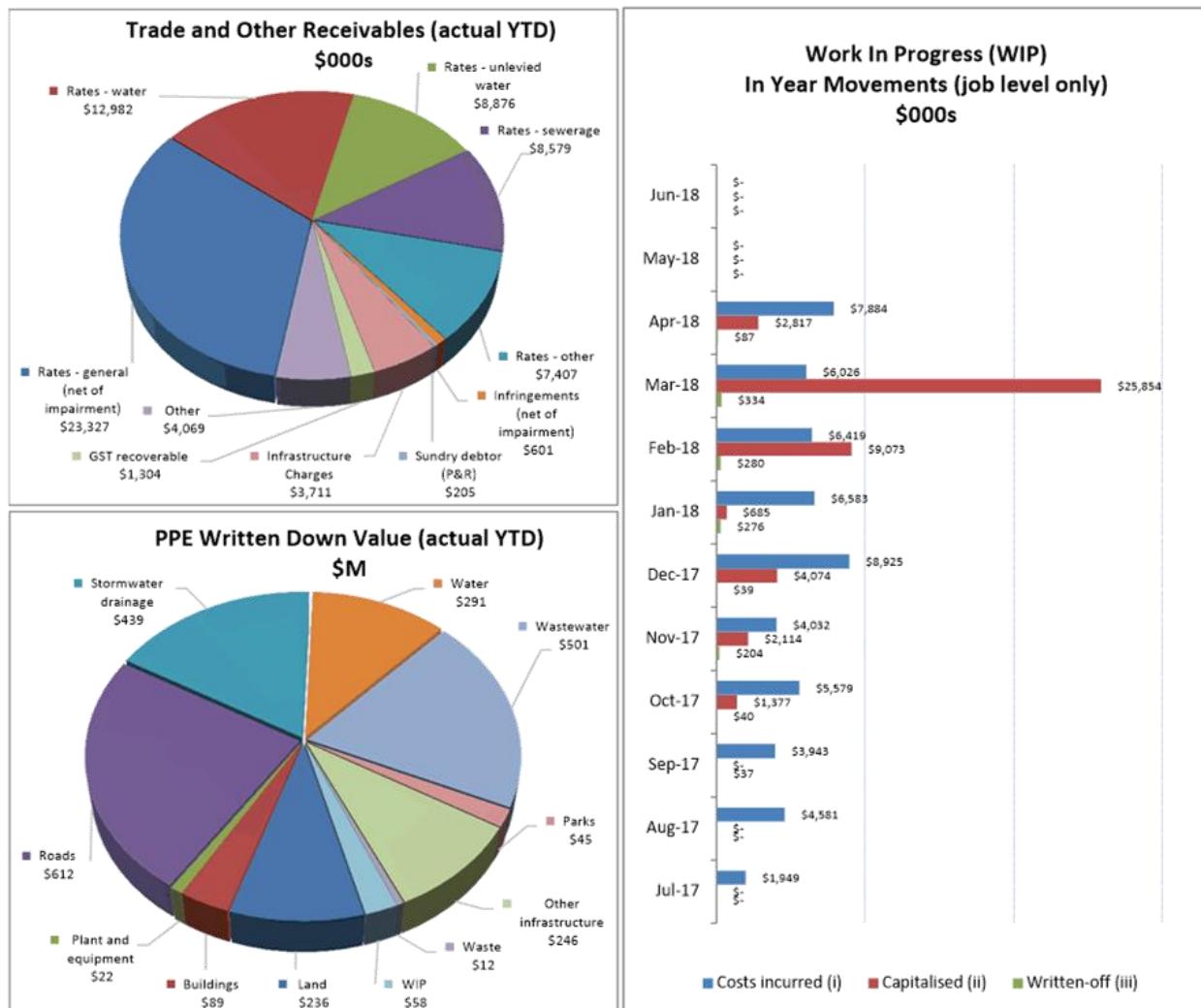
As at 30 April 2018

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual Balance \$000
CURRENT ASSETS				
Cash and cash equivalents	133,650	140,234	144,280	131,193
Trade and other receivables	25,805	27,273	56,841	71,061
Inventories	678	556	556	1,090
Non-current assets held for sale	4,278	262	262	11,203
Other current assets	2,122	2,073	2,073	1,250
Total current assets	166,533	170,398	204,012	215,797
NON-CURRENT ASSETS				
Investment property	1,054	1,091	1,091	1,091
Property, plant and equipment	2,483,228	2,598,914	2,577,704	2,550,827
Intangible assets	1,215	1,845	2,034	2,116
Other financial assets	73	73	73	73
Investment in other entities	5,961	14,712	14,712	14,712
Total non-current assets	2,491,531	2,616,635	2,595,614	2,568,819
TOTAL ASSETS	2,658,064	2,787,033	2,799,626	2,784,616
CURRENT LIABILITIES				
Trade and other payables	21,411	39,792	39,684	24,699
Borrowings	7,701	7,713	7,713	7,713
Provisions	13,126	13,014	12,895	9,698
Other current liabilities	1,755	1,747	4,750	18,870
Total current liabilities	43,993	62,266	65,042	60,980
NON-CURRENT LIABILITIES				
Borrowings	33,461	33,343	32,007	31,997
Provisions	12,356	12,115	12,108	13,618
Total non-current liabilities	45,817	45,458	44,115	45,615
TOTAL LIABILITIES	89,811	107,724	109,157	106,595
NET COMMUNITY ASSETS	2,568,254	2,679,309	2,690,469	2,678,021
COMMUNITY EQUITY				
Asset revaluation surplus	963,349	1,070,838	1,070,838	1,070,771
Retained surplus	1,498,727	1,503,632	1,512,207	1,513,740
Constrained cash reserves	106,178	104,839	107,424	93,510
TOTAL COMMUNITY EQUITY	2,568,254	2,679,309	2,690,469	2,678,021

The annual revised budgeted balances for 2017/2018 include the changes from the budget carryovers adopted by Council on 23 August 2017. The differences between the carryover budget figures and those published are due to the actual opening balances on 1 July 2017, which are now finalised following end of year accounts finalisation.



6. STATEMENT OF FINANCIAL POSITION - CONTINUED



(i) Costs incurred: costs transferred into WIP for the construction or acquisition of fixed assets and at this point are non-depreciating.

(ii) Assets registered: additions to the asset register which includes unwinding of 2016/2017 accruals and new capitalisations.

(iii) Written-off: costs transferred from WIP to operational expenditure. These costs are operational in nature and therefore will not be capitalised.

PROPERTY, PLANT AND EQUIPMENT (PPE) MOVEMENT* For the period ending 30 April 2018

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual Balance \$000
PPE movement				
Opening balance (includes WIP from previous years)	2,456,540	2,559,417	2,559,417	2,559,417
Acquisitions and WIP in year movement	85,217	98,026	66,620	55,264
Depreciation in year	(57,061)	(57,061)	(47,552)	(50,894)
Disposals	(1,468)	(1,468)	(781)	(1,837)
Other adjustments**	-	-	-	(11,123)
Closing balance	2,483,228	2,598,914	2,577,704	2,550,827

* This table includes movement relating to property, plant and equipment only and is exclusive of intangible assets.

** Other adjustments include transfers between asset classes, revaluation adjustments, prior period adjustments and depreciation thereon. Includes reclassification of \$11.05M from property, plant and equipment to non-current assets held for sale.

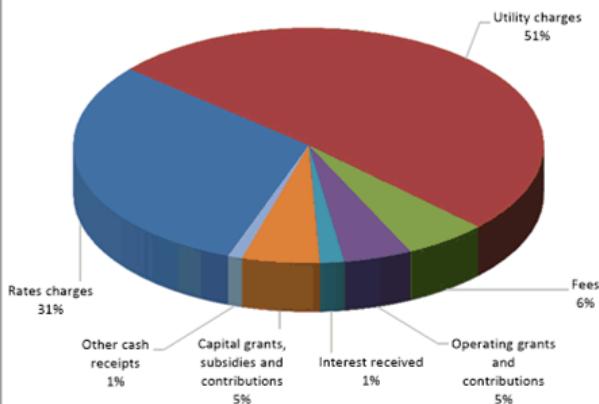


7. STATEMENT OF CASH FLOWS

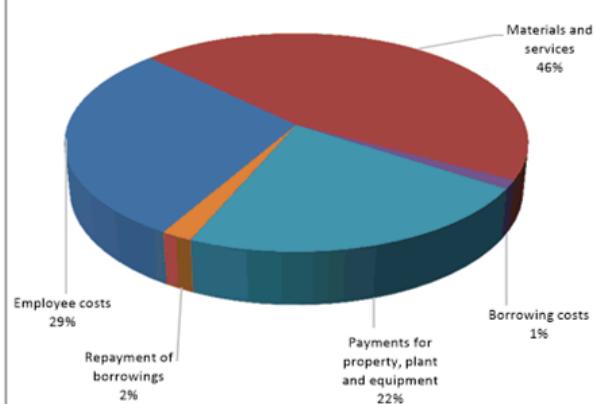
STATEMENT OF CASH FLOWS For the period ending 30 April 2018

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts from customers	244,741	244,741	197,683	196,262
Payments to suppliers and employees	(210,402)	(210,527)	(169,738)	(183,552)
	34,340	34,215	27,945	12,710
Interest received	4,361	4,361	3,592	3,679
Rental income	839	839	689	801
Non-capital grants and contributions	9,547	9,547	7,219	10,375
Borrowing costs	(3,175)	(3,175)	(3,175)	(3,187)
Net cash inflow / (outflow) from operating activities	45,912	45,787	36,270	24,378
CASH FLOWS FROM INVESTING ACTIVITIES				
Payments for property, plant and equipment	(82,005)	(94,815)	(63,933)	(54,608)
Payments for intangible assets	(45)	(45)	(45)	(17)
Proceeds from sale of property, plant and equipment	1,180	1,433	1,197	718
Capital grants, subsidies and contributions	33,013	33,035	22,020	11,754
Other cash flows from investing activities	2,200	2,200	(3,000)	(2,790)
Net cash inflow / (outflow) from investing activities	(45,656)	(58,192)	(43,761)	(44,943)
CASH FLOWS FROM FINANCING ACTIVITIES				
Proceeds of borrowings	867	867	-	-
Repayment of borrowings	(4,644)	(4,644)	(4,644)	(4,657)
Net cash inflow / (outflow) from financing activities	(3,777)	(3,777)	(4,644)	(4,657)
Net increase / (decrease) in cash held	(3,521)	(16,181)	(12,135)	(25,222)
Cash and cash equivalents at the beginning of the year	137,171	156,415	156,415	156,415
Cash and cash equivalents at the end of the financial year / period	133,650	140,234	144,280	131,193

Cash Funding (actual YTD)



Cash Expenditure (actual YTD)



Total Cash Funding (Actual YTD)	220,799
Total Cash Funding (Annual Revised Budget)	297,023
% of Budget Achieved YTD	74%

Total Cash Expenditure (Actual YTD)	246,021
Total Cash Expenditure (Annual Revised Budget)	313,204
% of Budget Achieved YTD	79%

The annual revised budgeted balances for 2017/2018 include the changes from the budget carryovers adopted by Council on 23 August 2017. The differences between the carryover budget figures and those published are due to the actual opening balances on 1 July 2017, which are now finalised following end of year accounts finalisation.

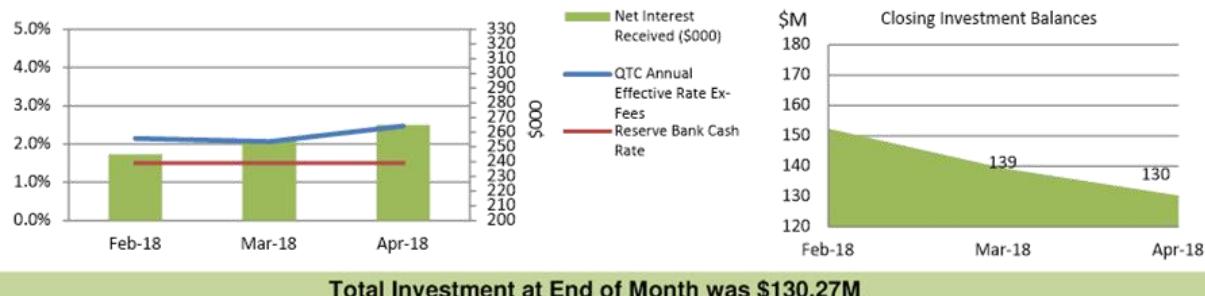




8. INVESTMENT & BORROWINGS REPORT

For the period ending 30 April 2018

INVESTMENT RETURNS - QUEENSLAND TREASURY CORPORATION (QTC)



Total Investment at End of Month was \$130.27M

All Council investments are currently held in the Capital Guaranteed Cash Fund, which is a fund operated by the Queensland Treasury Corporation (QTC).

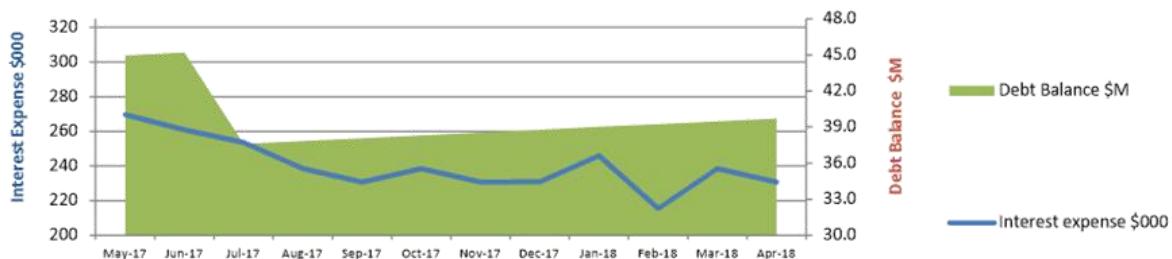
The movement in interest earned is indicative of both the interest rate and the surplus cash balances held, the latter of which is affected by business cash flow requirements on a monthly basis as well as the rating cycle.

Note: the Reserve Bank reduced the cash rate down to 1.5% in the August 2016 sitting - this has not changed in subsequent months.

On a daily basis, cash surplus to requirements is deposited with QTC to earn higher interest as QTC is offering a higher rate than what is achieved from Council's transactional bank accounts. The current annual effective interest rate paid by QTC of 2.47% exceeds the Bloomberg AusBond Bank Bill Index (previously the UBS Bank Bill Index) of 1.75% as at the end of April 2018 in accordance with Corporate POL-3013. Term deposit rates are being monitored to identify investment opportunities to ensure Council maximises its interest earnings.

Council adopted its revised Investment Policy (POL-3013) in May 2017 for the 2017/2018 financial year

BORROWINGS AND BORROWING COSTS



The existing loan accounts were converted to fixed rate loans on 1 April 2016 following a QTC restructure of loans and policies. In line with Council's debt policy, the principal debt repayment has been made *annually* in advance for 2017/2018 which will result in the loans being repaid approximately one year earlier.

The debt balance shows a decrease as the Annual Debt Service Payment (ADSP) was made during July 2017. Interest will accrue monthly on a daily balance until next ADSP in July 18 which is reflected in the increasing debt balance. Interest expense for February 2018 shows a decrease due to days in calendar month.

Total Borrowings at End of Month were \$39.71M

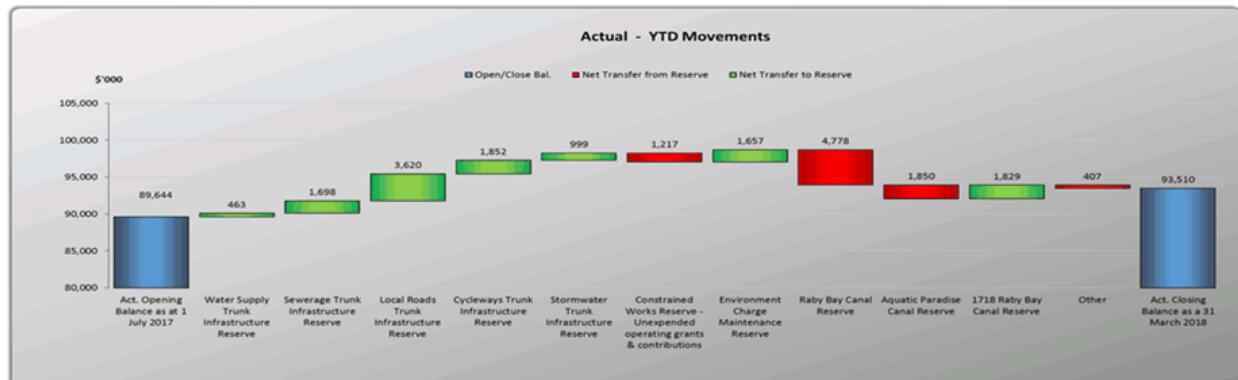
General pool allocated to capital works is 99.26% and 0.74% is attributable to RedWaste.

Council adopted its revised Debt Policy (POL-1838) in June 2017 for the 2017/2018 financial year



9. CONSTRAINED CASH RESERVES

Reserves as at 30 April 2018	Opening Balance	To Reserve	From Reserve	Closing Balance
	\$000	\$000	\$000	\$000
Special Projects Reserve:				
Weinam Creek Reserve	3,075	435	(24)	3,486
Red Art Gallery Commissions & Donations Reserve	4	-	-	4
	3,079	435	(24)	3,490
Constrained Works Reserve:				
Public Parks Trunk Infrastructure Reserve	8,693	2,488	(2,944)	8,237
Land for Community Facilities Trunk Infrastructure Reserve	1,675	392	-	2,067
Water Supply Trunk Infrastructure Reserve	9,478	463	-	9,941
Sewerage Trunk Infrastructure Reserve	6,573	2,361	(663)	8,271
Constrained Works Reserve-Capital Grants & Contributions	1,154	-	(367)	787
Local Roads Trunk Infrastructure Reserve	30,570	4,813	(1,193)	34,190
Cycleways Trunk Infrastructure Reserve	8,343	1,960	(108)	10,195
Stormwater Trunk Infrastructure Reserve	7,553	999	-	8,552
Constrained Works Reserve-Operating Grants & Contributions	2,667	140	(1,357)	1,450
Tree Planting Reserve	86	33	(43)	76
	76,792	13,649	(6,675)	83,766
Separate Charge Reserve - Environment:				
Environment Charge Acquisition Reserve	618	600	(983)	235
Environment Charge Maintenance Reserve	1,387	7,631	(5,974)	3,044
	2,005	8,231	(6,957)	3,279
Special Charge Reserve - Other:				
Bay Island Rural Fire Levy Reserve	-	194	(169)	25
SMBI Translink Reserve	(6)	948	(712)	230
	(6)	1,142	(881)	255
Special Charge Reserve - Canals:				
Raby Bay Canal Reserve	4,778	15	(4,793)	-
Aquatic Paradise Canal Reserve	2,592	15	(1,865)	742
Sovereign Waters Lake Reserve	404	4	12	420
1718 Raby Bay Canal Reserve	-	2,798	(969)	1,829
1718 Aquatic Paradise Canal Reserve	-	872	(1,100)	(228)
1718 Sovereign Waters Lake Reserve	-	52	(95)	(43)
	7,774	3,756	(8,810)	2,720
TOTALS	89,644	27,213	(23,347)	93,510
Closing cash and cash equivalents				131,193
Reserves as percentage of cash balance				71%



Total Reserves decreased by \$711K during the month. YTD growth in developer cash contributions totalled \$13.51M with drawdowns of \$4.95M. Increases are predominantly from developments in Cleveland, Victoria Point, Thornlands, Ormiston, Capalaba and Birkdale. YTD growth in other reserves totalled \$13.70M, with drawdowns totalling \$18.40M. \$3.76M of the increase in reserves is attributed to canals and lakes. The process for issuing refunds for the reserve balances quarantined for maintenance and repairs since 2011-12, has been worked through and as at end of April, Council has processed 95% of the refunds. New 2017/2018 canal and lake reserves reflect the current year program for revenue and expenditure. \$1.66M movement in the Environment Charge Maintenance Reserve is associated with the Environment Separate Charge (which is recognised in line with the rating cycle), offset by YTD spending on designated projects.



10. REDLAND WATER STATEMENTS

REDLAND WATER SUMMARY OPERATING STATEMENT For the period ending 30 April 2018

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
Total revenue	105,147	105,147	87,709	87,486	(223)
Total expenses	59,688	59,688	49,090	47,237	(1,853)
Earnings before interest, tax and depreciation (EBITD)	45,459	45,459	38,619	40,249	1,630
Interest expense	18,265	18,265	15,221	15,221	-
Depreciation	18,457	18,457	15,381	19,264	3,883
Operating surplus / (deficit)	8,737	8,737	8,017	5,764	(2,253)

REDLAND WATER CAPITAL FUNDING STATEMENT For the period ending 30 April 2018

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
Capital contributions, donations, grants and subsidies	6,631	6,631	1,864	3,158	1,294
Net transfer (to) / from constrained capital reserves	(3,120)	(3,117)	(3,616)	(2,161)	1,455
Non-cash contributions	3,131	3,131	2,609	-	(2,609)
Funding from utility revenue	4,675	6,186	8,293	3,690	(4,603)
Total sources of capital funding	11,316	12,830	9,150	4,687	(4,463)
Contributed assets	3,131	3,131	2,609	-	(2,609)
Capitalised expenditure	8,185	9,699	6,541	4,687	(1,854)
Total application of capital funds	11,316	12,830	9,150	4,687	(4,463)

11. REDWASTE STATEMENTS

REDWASTE OPERATING STATEMENT For the period ending 30 April 2018

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
Total revenue	24,532	24,532	20,422	21,252	830
Total expenses	17,480	17,480	14,498	16,376	1,878
Earnings before interest, tax and depreciation (EBITD)	7,052	7,052	5,924	4,876	(1,048)
Interest expense	33	33	27	28	1
Depreciation	307	307	256	148	(108)
Operating surplus / (deficit)	6,712	6,712	5,641	4,700	(941)

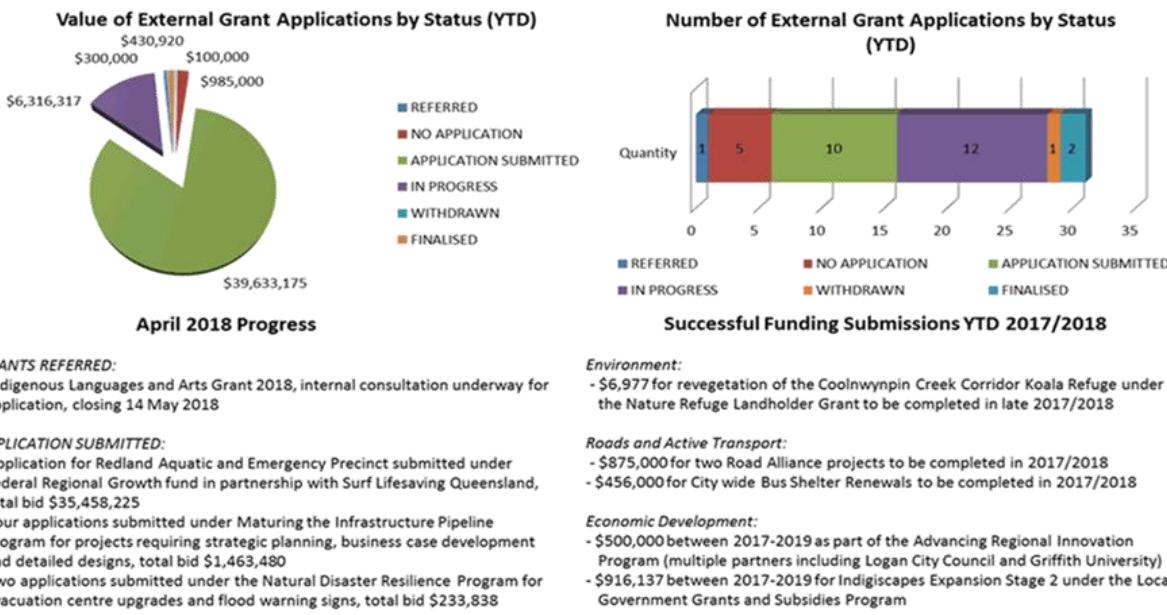
REDWASTE CAPITAL FUNDING STATEMENT For the period ending 30 April 2018

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
Non-cash contributions	-	-	-	-	-
Funding from utility revenue	317	333	325	364	39
Total sources of capital funding	317	333	325	364	39
Capitalised expenditure	240	249	236	275	39
Loan redemption	77	83	89	89	-
Total application of capital funds	317	333	325	364	39

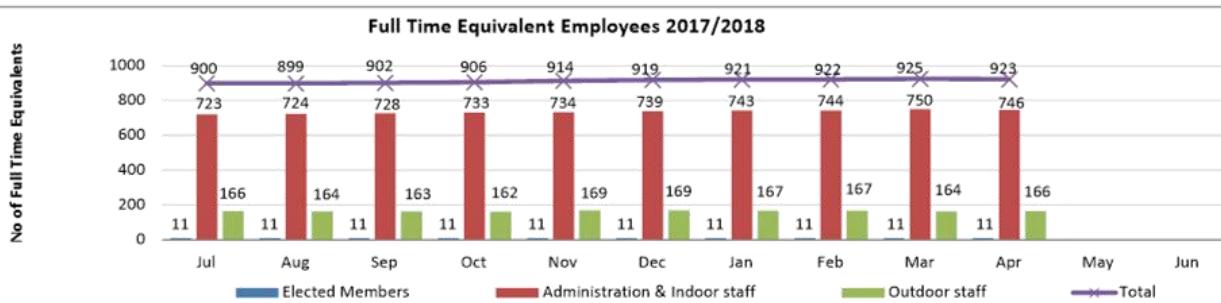


12. APPENDIX: ADDITIONAL AND NON-FINANCIAL INFORMATION

External Funding Summary



Workforce Reporting



Workforce reporting - April 2018: Headcount		Employee Type							
Department Level		Casual	Contract of Service	Perm Full	Perm Part	Temp Full	Temp Part	Councillors	Total
Office of CEO		5	2	31	3	7	2		50
Organisational Services		6	6	163	15	24	5		219
Community and Customer Service		26	5	231	68	38	13		381
Infrastructure and Operations		7	5	302	11	18	3		346
Elected members		44	18	727	97	87	23	11	11
Total								11	1007

Note: Full Time Equivalent Employees includes all full time employees at a value of 1 and all other employees, at a value less than 1. The table above demonstrates the headcount by department (excluding agency staff) and does not include a workload weighting. Commencing February 2018 elected members were included in the head count to be consistent with the FTE reporting. It includes casual staff in their non-subsidiary roles as at the end of the period where relevant. Due to a change in the reporting structure in August 2017, Finance and Legal Services (including Procurement) moved from the Office of CEO to join Organisational Services.



13. GLOSSARY

Key Terms

Written Down Value:

This is the value of an asset after accounting for depreciation or amortisation, and it is also called book value or net book value.

Work In Progress:

This represents an unfinished project that costs are still being added to. When a project is completed, the costs will be either capitalised (allocated to relevant asset class) or written off.

Definition of Ratios

Operating Surplus Ratio*:

This is an indicator of the extent to which revenues raised cover operational expenses only or are available for capital funding purposes

Net Operating Surplus

Total Operating Revenue

Asset Sustainability Ratio*:

This ratio indicates whether Council is renewing or replacing existing non-financial assets at the same rate that its overall stock of assets is wearing out

Capital Expenditure on Replacement of Infrastructure Assets (Renewals)

Depreciation Expenditure on Infrastructure Assets

Net Financial Liabilities*:

This is an indicator of the extent to which the net financial liabilities of Council can be serviced by operating revenues

Total Liabilities - Current Assets

Total Operating Revenue

Level of Dependence on General Rate Revenue:

This ratio measures Council's reliance on operating revenue from general rates (excludes utility revenues)

General Rates - Pensioner Remissions

Total Operating Revenue - Gain on Sale of Developed Land

Current Ratio:

This measures the extent to which Council has liquid assets available to meet short term financial obligations

Current Assets

Current Liabilities

Debt Servicing Ratio:

This indicates Council's ability to meet current debt instalments with recurrent revenue

Interest Expense + Loan Redemption

Total Operating Revenue - Gain on Sale of Developed Land

Cash Balance - \$M:

Cash balance include cash on hand, cash at bank and other short term investments.

Cash Held at Period End

Cash Capacity in Months:

This provides an indication as to the number of months cash held at period end would cover operating cash outflows

Cash Held at Period End

[(Cash Operating Costs + Interest Expense) / Period in Year]

Longer Term Financial Stability - Debt to Asset Ratio:

This is total debt as a percentage of total assets, i.e. to what extent will our long term debt be covered by total assets

Current and Non-current loans

Total Assets

Operating Performance:

This ratio provides an indication of Redland City Council's cash flow capabilities

Net Cash from Operations + Interest Revenue and Expense

Cash Operating Revenue + Interest Revenue

Interest Coverage Ratio:

This ratio demonstrates the extent which operating revenues are being used to meet the financing charges

Net Interest Expense on Debt Service

Total Operating Revenue

* These targets are set to be achieved on average over the longer term and therefore are not necessarily expected to be met on a monthly basis.

13 REPORTS FROM COMMUNITY & CUSTOMER SERVICES

13.1 LOCAL GOVERNMENT INFRASTRUCTURE PLAN MINOR AND ADMINISTRATIVE AMENDMENTS

Objective Reference:

Authorising Officer: Louise Rusan, General Manager Community & Customer Services

Responsible Officer: David Jeanes, Group Manager City Planning & Assessment

Report Author: Giles Tyler, Principal Adviser Infrastructure Planning & Charging

Attachments: 1. LGIP Minor and Administrative Amendment Package ↓

PURPOSE

To seek Council adoption of the Local Government Infrastructure Plan minor amendment to replace the existing Priority Infrastructure Plan in the Redlands Planning Scheme 2006 (RPS 2006), along with an administrative amendment to facilitate its integration into the scheme.

BACKGROUND

The *Planning Act 2016* (the Act) requires planning schemes to include a Local Government Infrastructure Plan (LGIP) in order for local governments to levy infrastructure charges and condition development for trunk infrastructure. Council currently has a Ministerial extension issued under the superseded *Sustainable Planning Act 2009* to give effect to its LGIP. This is valid until 30 June 2018. There is no mechanism under the Act for a local government to request a further extension beyond the 30 June cut-off date and recent advice from the Planning Minister is that none will be given.

Council resolved on 11 May 2016 to prepare a complying LGIP for the new Redland City Plan. Following an extensive statutory preparation, engagement, public consultation and review process, Council at its General Meeting of 4 October 2017 resolved to:

1. Adopt the Netserv Plan Part A major amendment as revised, to be given effect when the LGIP amendment is made to the new City Plan;
2. Endorse the recommendations of the Submission Review Report for the draft LGIP amendment;
3. Proceed with the revised draft LGIP amendment by seeking the Minister's approval to adopt;
4. Delegate the Chief Executive Officer, under section 257(1)(b) of the Local Government Act 2009, the powers to give effect to the draft LGIP amendment following the Minister's approval to adopt, including any conditions imposed by the Minister where these are not deemed significant; and
5. Undertake all necessary public notification of adoption of the LGIP amendment and Netserv Plan Part A major amendment as prescribed.

The Planning Minister approved the LGIP without conditions on 15 March 2018 as complying with *Statutory Guideline 01/16: Making and amending local planning instruments* (MALPI) and *Statutory Guideline 03/14: Local Government Infrastructure Plans* (LGIP guideline). However, the new Redland City Plan is unlikely to commence until after 1 July 2018 given the time needed to prepare all publication material and business processes necessary for its functional use, both

internally and externally. Consequently, a minor procedural amendment needs to be made to the RPS2006 to give effect to the LGIP before the infrastructure charging cut-off date of 30 June.

ISSUES

Levyng Infrastructure Charges

While Council has adopted the LGIP to commence with the new Redland City Plan, it is doubtful whether the new scheme will be in place prior to the 30 June cut-off date for local governments to have an LGIP in their operational planning scheme. In the interim, Council must therefore consider a procedural minor and administrative amendment to the RPS2006 in order to continue to be able to issue Infrastructure Charges Notices with development permits.

Given this cut-off date, Council officers strongly advise against proposals to make any further changes to the LGIP (as approved by the Planning Minister on 15 March 2018) prior to its incorporation into the RPS2006 and new Redland City Plan. Doing so may result in Council being unable to levy infrastructure charges, as the statutory approval process for making major changes is likely to take a minimum of 6 months. Major changes require re-notification and public consultation. If Council chooses to undertake amendments to the LGIP, there will be an opportunity for this to occur as network plans and strategies are reviewed and developed.

Minor and Administrative LGIP Amendments

Successfully incorporating the LGIP into the RPS 2006 will require two different amendments, which are proposed to be undertaken concurrently. This process was confirmed in written advice provided by the officers in the Department of State Development, Manufacturing, Infrastructure & Planning which reflects the *Minister's Guidelines and Rules* made under the Act.

The first step is to undertake a procedural minor amendment to incorporate the LGIP into the RPS2006.

The second step is to undertake a procedural administrative amendment to ensure the document can be interpreted once incorporated into the RPS2006. This is necessary because the LGIP was originally drafted to be compatible with the terminology used in the new Redland City Plan. In short, the procedural administrative amendment will involve:

- incorporating new explanatory material; and
- adding a translation document to align terminology relating to zones, uses and infrastructure design and construction standards

These specific changes are outlined in the Attachment to this report.

STRATEGIC IMPLICATIONS

Legislative Requirements

Council's Ministerial extension issued under the section 997 of the *Sustainable Planning Act 2009* to give effect to its LGIP expires 30 June 2018. This cut-off date requires Council to do either of the following before that time in order to continue to have the statutory powers to levy infrastructure charges by issuing Infrastructure Charges Notices and condition trunk infrastructure, including the required standard of service and establishment cost:

1. amend the current planning scheme to include the LGIP; or
2. adopt a new planning scheme that includes the LGIP.

Risk Management

The risk to Council of not making this interim procedural amendment is that it will be unable to levy infrastructure charges for the period 1 July 2018 until the commencement of the new Redland City Plan.

Financial

Without this resolution, there will be an avoidable loss of a revenue stream which would otherwise be guaranteed from development in the City, and which is essential to fund major infrastructure projects necessary to meet ongoing urban growth.

People

It is not anticipated that there will be an impact on staff resources arising from the recommendations.

Environmental

There are no known environmental implications.

Social

There are no direct social implications.

Alignment with Council's Policy and Plans

Implementing the LGIP is Strategic Outcome 5.1 of Council's Operational Plan 2017-18.

CONSULTATION

Consultation has been undertaken with all relevant infrastructure network planners and the Strategic Planning Unit.

OPTIONS

Option One

That Council resolves to:

1. adopt the Local Government Infrastructure Plan, as approved by the Planning Minister on 15 March 2018, to replace the existing Priority Infrastructure Plan in the Redlands Planning Scheme 2006 as a minor amendment;
2. adopt the administrative amendment to the Redland Planning Scheme 2006, as attached to this report, to facilitate integration of the Local Government Infrastructure Plan;
3. undertake all necessary public notification of adoption of the Local Government Infrastructure Plan as prescribed; and
4. set a commencement date for the amendments to become effective on 1 July 2018.

Option Two

That Council resolves not to adopt the LGIP or undertake the requisite amendments to the RPS2006.

OFFICER'S RECOMMENDATION

That Council resolves to:

- 1. adopt the Local Government Infrastructure Plan, as approved by the Planning Minister on 15 March 2018, to replace the existing Priority Infrastructure Plan in the Redlands Planning Scheme 2006 as a minor amendment;**
- 2. adopt the administrative amendment to the Redland Planning Scheme 2006, as attached to this report, to facilitate integration of the Local Government Infrastructure Plan;**
- 3. undertake all necessary public notification of adoption of the Local Government Infrastructure Plan as prescribed; and**
- 4. set a commencement date for the amendments to become effective on 1 July 2018.**

Redland City Council

Redlands Planning Scheme

Attachment 1

Minor and Administrative Amendment Package 01/2018

(May 2018)

Redland City Council

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Redland City Council

Introduction

The following document details the proposed changes to the current version of the Redlands Planning Scheme – Version 7.1 (RPS V7.1). These changes are referred to as Minor and Administrative Minor Amendment Package 01/2018.

Each report deals with a particular part or section of the scheme that is proposed to be amended. Not all parts or sections of the scheme are proposed to be amended.

Only enough of the scheme has been reproduced in each case to give context to the proposed change. Not all sections are reproduced in their entirety. As the Minor Amendment involves the replacement of an entire part and only additions to other sections for a previously adopted Local Government Infrastructure Plan, no part is reproduced in its entirety here. If you require further context or wish to examine how the proposed change fits within the entire section where the amendment is proposed to take place, please refer to a full copy of the Redlands Planning Scheme V7.1.

Conventions

In this document all section changes to the Planning Scheme are highlighted in yellow.

Where sections are highlighted in yellow and have a strikethrough line this indicates where text/numbers are proposed to be deleted.

Deleted text appears like this.

Where a section or numbered item has been deleted or a new item inserted, subsequent sections will need to be renumbered appropriately including RPS V7.1 contents.

In some instances reference will be made to the mapping attached to the planning scheme. Maps have been produced separately and form part of this amendment package. You may be directed to refer to these maps within the recommendations of this report.

As there are multiple recommendations for changes to the RPS, almost all report recommendations appear like this:

Officer Recommendation

It is recommended that Council amend the Redlands Planning Scheme in accordance with the proposed amendments outlined above.

To simplify the process, the recommendations are based on exception. The recommendation is to accept all proposed changes in each section unless Council resolves to specifically amend a proposal

Redland City Council

Report/Model 2.0 – Interpretation

Amendment 2.0 – Interpretation

Explanation

This administrative amendment supports the minor amendment to incorporate the Local Government Infrastructure Plan, as approved by the Minister for State Development, Manufacturing, Infrastructure and Planning on the 15 March 2018, into Part 10 of the RPS V7.1 by replacing the Priority Infrastructure Plan. The administrative amendment includes supporting translation guidance to align RPS V7.1 terminology relating to zones, uses and infrastructure design and construction standards.

Note: This amendment is considered to be an administrative amendment in accordance with the Minister's Guideline's and Rules made under the Planning Act 2016.

Proposed Amendments

Insert a new Local Government Infrastructure Plan translation section into Part 2 of the RPS V7.1:

Insert:

Division 2 – Local Government Infrastructure Plan Translation

2.2.1 Format and content of the Local Government Infrastructure Plan

- (1) A reference to 'Part 4' and ensuing sections and subsections in the Local Government Infrastructure Plan is to be read as 'Part 10' and ensuing sections and subsections of the Redlands Planning Scheme.
- (2) A reference to 'Schedule 3 – Local Government Infrastructure Plan mapping and tables' is to be read as 'Schedule 13 – Local Government Infrastructure Plan mapping and tables' of the Redlands Planning Scheme.

2.2.1 Zone translation

- (1) Table 1 should be used to translate the zones for all trunk infrastructure networks of the Local Government Infrastructure Plan to those contained in the Redlands Planning Scheme.

Table 1 – Zone translation

Residential Zones	
Redlands Planning Scheme	Local Government Infrastructure Plan
Urban residential (includes sub-areas UR2 (Mt Cotton village) and UR3 (Amity))	Low density residential
Urban residential sub-area UR1	Low-medium density residential
Low density residential	Low density residential precinct LDR1: Large lot residential
Park residential	Low density residential precinct LDR2: Park residential
Point Lookout residential	Low density residential precinct LDR3: Point Lookout residential
Low density residential	Low density residential precinct LDR4: Kinross Road
Medium density residential (including sub	Medium density residential

Redland City Council

areas MDR1-MDR4)	
Identified sites for apartment buildings more than three (3) storeys	Medium density residential precincts: MDR1: Parkland living, Capalaba MDR2: Mt Cotton Road, Capalaba MDR3: Shore Street East, Cleveland MDR4: Cleveland MDR5: Esplanade, Redland Bay
Kinross Road sub-precinct 3a	Medium density residential precinct MDR9: Kinross Road
Kinross Road sub-precinct 3b	Medium density residential precinct MDR8: Kinross Road and Boundary Road
South East Thornlands precinct 3	Medium density residential precinct MDR6: South East Thornlands
South East Thornlands sub-precinct 3a	Medium density residential precinct MDR7: Erapah Creek, South East Thornlands
South East Thornlands sub-precinct 2a	Low-medium density residential LMDR1: South East Thornlands
SMBI residential	Character residential
Point Lookout tourist	Tourist accommodation
Centre Zones	
Redlands Planning Scheme Local Government Infrastructure Plan	
Major centre	Principal centre
Major centre	Major centre
District centre	District centre
Neighbourhood centre and SMBI centre (part) and Point Lookout centre	Local centre
Local centre and SMBI centre (part)	Neighbourhood centre
Community purpose (Redland Hospital) and General Industry (part)	Specialised centre
Industry Zones	
Redlands Planning Scheme Local Government Infrastructure Plan	
Commercial industry (part)	Mixed use
Island industry and Commercial industry (part)	Low impact industry
General industry	Medium impact industry
Marine activity	Waterfront and marine industry
Other Zones	
Redlands Planning Scheme Local Government Infrastructure Plan	
Rural non-urban	Rural
Investigation	N/A
Open space	Recreation and open space
Conservation	Conservation
Environmental protection	Environmental management
Emerging urban community	Emerging community
Community purposes	Community facilities

2.2.2 Use translation

- (1) Table 2 should be used to translate the uses for all trunk infrastructure networks of the Local Government Infrastructure Plan to those contained in the Redlands Planning Scheme.

Table 2 – Use translation

Residential Uses	
Redlands Planning Scheme	Local Government Infrastructure Plan
Aged persons and special needs housing	Community residence Residential care facility Retirement facility
Apartment building	Multiple dwelling

Redland City Council

Bed and breakfast	Home based business
Caretakers dwelling	Caretaker's accommodation
Display dwelling	Sales office
Dwelling house	Dwelling house
Dual occupancy	Dual occupancy
Home business	Home based business
Mobile home park	Relocatable home park
Multiple dwelling	Multiple dwelling
Tourist accommodation	Short term accommodation
Tourist park	Tourist park
Non-residential Uses	
Redlands Planning Scheme	
Bulky good showroom	Showroom
Car wash facility	N/A
Cemetery	Cemetery Funeral parlour
Child care centre	Child care centre
Commercial office	Office
Community facility	Community use
Display and sale activity	Outdoor sales
Drive through restaurant	Food and drink outlet
Education facility	Educational establishment
Estate sales office	Sales office
Emergency services	Emergency services
Extractive industry	Extractive industry
Garden centre	Garden centre
General industry	Medium impact industry
Health care centre	Health care services
Heavy Industry	High impact industry
High Impact industry	Special industry
Hospital	Hospital
Hotel	Hotel
Indoor recreation facility	Indoor sport and recreation Theatre
Institution	Detention facility
Landscape supply depot	Bulk landscape supplies
Marine services	Marine industry Landing Port services
Night club	Nightclub entertainment facility
Outdoor recreation facility	Outdoor sport and recreation
Place of worship	Place of worship
Refreshment establishment	Food and drink outlet
Retail warehouse	Shop
Service station	Service station
Service industry	Service industry
Shop	Shop
Vehicle depot	Transport depot
Vehicle parking station	Parking station
Vehicle repair premises	Low impact industry
Veterinary surgery	Veterinary services
Warehouse	Warehouse

2.2.3 Desired standards of service translation

- (1) Table 3 should be used to translate the following references in desired standards of service in the Local Government Infrastructure Plan with those contained in the Redlands Planning Scheme.

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Table 3 – Desired standards of service translation

Section of LGIP	LGIP reference	Redlands Planning Scheme reference
4.4.1 – Water network	SEQ Water Supply and Sewerage Design and Construction Code	Planning Scheme Policy 9 – Infrastructure Works
4.4.2 – Sewerage network	SEQ Water Supply and Sewerage Design and Construction Code	Planning Scheme Policy 9 – Infrastructure Works
4.4.3 – Stormwater network	Planning Scheme Policy 2 – Infrastructure Works	Planning Scheme Policy 9 – Infrastructure Works
4.4.4.1 – Roads	Planning Scheme Policy 2 – Infrastructure Works	Planning Scheme Policy 9 – Infrastructure Works
4.4.4.2 – Cycleways	Planning Scheme Policy 2 – Infrastructure Works	Planning Scheme Policy 9 – Infrastructure Works Planning Scheme Policy 16 – Safer by Design Planning Scheme Policy 17 – Streetscape Design Manuals
4.4.4.3 – Public transport (bus stops)	Planning Scheme Policy 2 – Infrastructure Works	Planning Scheme Policy 9 – Infrastructure Works Planning Scheme Policy 16 – Safer by Design Planning Scheme Policy 17 – Streetscape Design Manuals
4.4.5 - Public parks and land for community facilities network	Planning Scheme Policy 2 – Infrastructure Works 8.2.6 Flood and Storm Tide Hazard Overlay Code	Planning Scheme Policy 9 – Infrastructure Works Division 6 – Flood Prone, Storm Tide and Drainage Constrained Land Overlay Code

Officer Recommendation

It is recommended that Council amend the Redlands Planning Scheme in accordance with the proposed amendments outlined above.

Redland City Council

Report/Model 9.0 – Schedules

Amendment 9.0 - Schedules

Explanation

This amendment is to include the Local government infrastructure plan supporting material, as approved by the Minister for State Development, Manufacturing, Infrastructure and Planning on the 15 March 2018, as a new schedule (Schedule 13) in Part 9 – Schedules of the RPS V7.1.

Note: This amendment is considered to be a minor amendment in accordance with the Minister's Guideline's and Rules made under the Planning Act 2016.

Proposed Amendments

Insert the Local Government Infrastructure Plan supporting material as Schedule 13 of Part 9 – Schedules of the RPS V7.1:

Insert:

Schedule 3 – Local Government Infrastructure Plan mapping and tables, as approved by the Planning Minister on 15 March 2018, as a new Schedule 13 to part 9 of the RPS V7.1.

Officer Recommendation

It is recommended that Council amend the Redlands Planning Scheme in accordance with the proposed amendments outlined above.

Redland City Council

Report/Model 9.3.2 – Administrative Terms

Amendment 9.3.2 - Administrative Terms

Explanation

This amendment is to include new administrative definitions to support the implementation of the Local Government Infrastructure Plan in Part 9 – Schedules – Schedule 3 Dictionary – Division 2 – Administrative Terms of the RPS V7.1.

Note: This amendment is considered to be a minor amendment in accordance with the Minister's Guideline's and Rules made under the Planning Act 2016.

Proposed Amendments

Insert new administrative definitions, in alphabetical order, to support the implementation of the Local Government Infrastructure Plan including any relevant additions to the Index for Administrative Terms:

Insert:

Administrative Term	Definition
Equivalent person, EP	The demand for infrastructure that is represented by an average person.
Impervious area	The area of the premises that is impervious to rainfall or overland flow that results in the discharge of stormwater from the premises. <i>Note— For Part 4—Local Government Infrastructure Plan, impervious area is measured in hectares, impervious hectares (imp ha).</i>
Planned density	The realistic development potential assumed for a premises.
Vehicle trips per day (vpd)	For Part 4—Local government infrastructure plan, the demand unit for the transport network that is represented by vehicle trips per day.

Officer Recommendation

It is recommended that Council amend the Redlands Planning Scheme in accordance with the proposed amendments outlined above.

Redland City Council

Report/Model 10 – Priority Infrastructure Plan

Amendment 10 – Priority Infrastructure Plan

Explanation

This amendment is to insert the Local Government Infrastructure Plan, as approved by the Planning Minister on the 15 March 2018, into Part 10 of the RPS V7.1 and omitting the current Priority Infrastructure Plan.

Note: This amendment is considered to be a minor amendment in accordance with the Minister's Guideline's and Rules made under the Planning Act 2016.

Proposed Amendments

Insert the Local Government Infrastructure Plan into Part 10 of the RPS V7.1 replacing the Priority Infrastructure Plan:

Omit:

The whole of Part 10 – Priority Infrastructure Plan and all associated maps.

Insert:

Part 4 – Local Government Infrastructure Plan, as approved by the Planning Minister on 15 March 2018, as Part 10 of the RPS V7.1.

Officer Recommendation

It is recommended that Council amend the Redlands Planning Scheme in accordance with the proposed amendments outlined above.

Redland City Council

Report/Model 12.01 – Planning Scheme Notations

Amendment 12.01 Planning Scheme Notations

Explanation

This amendment proposes to Update Division 1 of the Planning Scheme Notations to provide a summary of changes made in relation to the Minor and Administrative Amendment Package 01/2018.

Note: These amendments are considered to be administrative amendments in accordance with the Minister's Guideline's and Rules made under the Planning Act 2016.

Proposed Amendments

Update Division 1 as follows:

12.1.1 Planning Scheme Amendments

- (1) Table 1 provides a list of annotations for planning scheme amendments showing the provisions affected by each amendment.

Table 1 - List of Planning Scheme Amendments

Minor Amendment 01/2018	Date Adopted – TBA	Effective Date - TBA	
Part	Division/ Schedule/ Planning Scheme Policy	Page(s) remove	Page(s) insert
Administrative Amendment 01/2018	Interpretation <ul style="list-style-type: none"> • Insert a new Local Government Infrastructure Plan translation section into Part 2. 	Hard copy no longer produced	Hard copy no longer produced
Minor Amendment 01/2018	Part 9.0 <ul style="list-style-type: none"> • Insert the Local Government Infrastructure Plan supporting material as Schedule 13 of Part 9 – Schedules of the RPS V7.1 	Hard copy no longer produced	Hard copy no longer produced
Minor Amendment 01/2018	Part 9.3.2 <ul style="list-style-type: none"> • Insert new administrative definitions, in alphabetical order, to support the implementation of the Local Government Infrastructure Plan 	Hard copy no longer produced	Hard copy no longer produced
Minor Amendment 01/2018	Part 10 <ul style="list-style-type: none"> • Insert the Local Government Infrastructure Plan into Part 10 of the RPS V7.1 replacing the Priority Infrastructure Plan. 	Hard copy no longer produced	Hard copy no longer produced

Officer Recommendation

It is recommended that Council amend the Redlands Planning Scheme in accordance with the proposed amendments outlined above.

13.2 DECISIONS MADE UNDER DELEGATED AUTHORITY FOR CATEGORY 1, 2 & 3 DEVELOPMENT APPLICATIONS

Objective Reference:

Authorising Officer: Louise Rusan, General Manager Community & Customer Services

Responsible Officer: David Jeanes, Group Manager City Planning & Assessment

Report Author: Debra Weeks, Senior Business Support Officer

Attachments: 1. Decisions made under delegated authority for 15.04.2018 to 28.04.2018 ↓

PURPOSE

The purpose of this report is for Council to note that the decisions listed below were made under delegated authority for Category 1, 2 and 3 development applications only.

This information is provided for public interest.

BACKGROUND

At the General Meeting of 21 June 2017, Council resolved that development assessments be classified into the following four categories:

Category 1 – minor code and referral agency assessments;

Category 2 – moderately complex code and impact assessments;

Category 3 – complex code and impact assessments; and

Category 4 – major assessments (not included in this report)

The applications detailed in this report have been assessed under:-

Category 1 – Minor code assessable applications, concurrence agency referral, minor operational works and minor compliance works; minor change requests and extension to currency period where the original application was Category 1 procedural delegations for limited and standard planning certificates.

Delegation Level: Chief Executive Officer, General Manager, Group Managers, Service Managers, Team Leaders and Principal Planners as identified in the officer's instrument of delegation.

Category 2 – In addition to Category 1, moderately complex code assessable applications, including operational works and compliance works and impact assessable applications without objecting submission; other change requests and variation requests where the original application was Category 1, 2, 3 or 4*. Procedural delegations including approval of works on and off maintenance, release bonds and full planning certificates.

**Provided the requests do not affect the reason(s) for the call in by the Councillor (or that there is agreement from the Councillor that it can be dealt with under delegation).*

Delegation Level: Chief Executive Officer, General Manager, Group Managers and Service Managers as identified in the officer's instrument of delegation.

Category 3 – In addition to Category 1 and 2, applications for code or impact assessment with a higher level of complexity. They may have minor level aspects outside a stated policy position that are subject to discretionary provisions of the planning scheme. Impact applications may involve

submissions objecting to the proposal readily addressable by reasonable and relevant conditions. Assessing superseded planning scheme requests and approving a plan of subdivision.

Delegation Level: Chief Executive Officer, General Manager and Group Managers as identified in the Officer's instrument of delegation.

OFFICER'S RECOMMENDATION

That Council resolves to note this report.

Decisions Made Under Delegated Authority 15.04.2018 to 21.04.2018

CATEGORY1

Application Id	Application Full Details	Applicant	Associated Property Address	Primary Category	Decision Date	Negotiated Decision Date	Decision Description	Division
MCU18/0051	Dwelling House extensions	Fluid Building Approvals Pacific Approvals Pty Ltd	158-160 Main Road Wellington Point QLD 4160	Minor Change to Approval	16/04/2018	NA	Approved	1
OPW18/0029	Operational Works - Domestic Driveway Crossover	Narelle Maree DRANSFIELD Nigel Patrick DRANSFIELD	49 Korsman Drive Thornlands QLD 4164	Code Assessment	18/04/2018	NA	Development Permit	3
CAR18/0136	Design and Siting-Carport	Bartley Burns Certifiers & Planners	4A Kim Jon Court Thornlands QLD 4164	Referral Agency Response - Planning	16/04/2018	NA	Approved	3
CAR18/0119	Design and Siting	Gold Coast Building Approvals Pty Ltd As Trustee	34 Melaleuca Drive Lamb Island QLD 4184	Referral Agency Response - Planning	18/04/2018	NA	Approved	5
CAR18/0135	Design and Siting - Dwelling	Fluid Building Approvals	168 James Street Redland Bay QLD 4165	Referral Agency Response - Planning	19/04/2018	NA	Approved	5
DBW18/0007	Secondary Dwelling	East Coast Surveys Pty Ltd	587 Mount Cotton Road Sheldon QLD 4157	Code Assessment	19/04/2018	NA	Development Permit	6
CAR18/0117	Design and Siting	All Approvals Pty Ltd	4 Westaway Court Thornlands QLD 4164	Referral Agency Response - Planning	18/04/2018	NA	Approved	7
CAR18/0125	Design and Siting - Shed	Douglas Edward ARNOLD	1 Balfour Place Thornlands QLD 4164	Referral Agency Response - Planning	17/04/2018	NA	Approved	7

Decisions Made Under Delegated Authority 15.04.2018 to 21.04.2018

CATEGORY1

Application Id	Application Full Details	Applicant	Associated Property Address	Primary Category	Decision Date	Negotiated Decision Date	Decision Description	Division
CAR17/0279	Design and Siting-Carport	Barry John HOWLAND	17 Stuart Street Capalaba QLD 4157	Referral Agency Response - Planning	11/04/2018	NA	Approved	9
CAR18/0122	Design and Siting-Dwelling	Building Certification Group	15-17 Alma Street Thorneside QLD 4158	Referral Agency Response - Planning	18/04/2018	NA	Approved	10

CATEGORY2

Application Id	Application Full Details	Applicant	Associated Property Address	Primary Category	Decision Date	Negotiated Decision Date	Decision Description	Division
MCU18/0050	Change to Development Approval - MC005512	Paul David WRUCK	613-621 Main Road Wellington Point QLD 4160	Minor Change to Approval	18/04/2018	NA	Approved	1
RAL17/0046	Reconfiguring a Lot - Standard Format - 1 into 2 lots	East Coast Surveys Pty Ltd	4 Pratt Court Point Lookout QLD 4183	Impact Assessment	17/04/2018	NA	Approved	2
OPW18/0038	Operational Works For ROL - 1 into 2	Ray Wassenberg Consulting Engineer	6 Jane Court Cleveland QLD 4163	Code Assessment	19/04/2018	NA	Development Permit	3
OPW18/0031	Operational Works - Driveway Crossover Works	Paul Damien O'SULLIVAN	5 Apollo Court Victoria Point QLD 4165	Code Assessment	20/04/2018	NA	Development Permit	6
MCU17/0146	Bplanned Pty Ltd	Indoor Recreation Facility	Unit 1/5 Currumbin Court Capalaba QLD 4157	Code Assessment	20/04/2018	NA	Approved	9

Decisions Made Under Delegated Authority for 22.04.2018 to 28.04.2018

CATEGORY1

Application Id	Application Full Details	Applicant	Associated Property Address	Primary Category	Decision Date	Negotiated Decision Date	Decision Description	Division
CAR18/0140	Design and Siting - Patio	Fastrack Building Certification	3 Ciril Court Wellington Point QLD 4160	Referral Agency Response - Planning	17/04/2018	NA	Approved	1
OPW18/0046	Operational Works - Domestic Driveway Crossover	Amanda Lee BURNETT Mark Richard BURNETT	4 Mackenzie Street Ormiston QLD 4160	Code Assessment	27/04/2018	NA	Development Permit	1
CAR18/0145	Design and Siting - Garage	Pronto Building Approvals	4 Bond Street Cleveland QLD 4163	Referral Agency Response - Planning	27/04/2018	NA	Approved	2
RAL18/0020	Reconfiguring a Lot - Standard Format - 2 into 5 Lots	Sutgold Pty Ltd	111 Passage Street Cleveland QLD 4163	Code Assessment	26/04/2018	NA	Approved	2
DBW18/0004	Domestic Additions - Patio Roof	Fluid Approvals	5 Sentinel Court Cleveland QLD 4163	Code Assessment	24/04/2018	NA	Development Permit	2
CAR18/0136	Design and Siting - Carport	Bartley Burns Certifiers & Planners	4A Kim Jon Court Thornlands QLD 4164	Referral Agency Response - Planning	24/04/2018	NA	Approved	3
CAR18/0156	Design and Siting	The Certifier Pty Ltd	12 Portias Place Thornlands QLD 4164	Referral Agency Response - Planning	27/04/2018	NA	Approved	3
CAR18/0153	Design & Siting - Additions and Outbuilding	Applied Building Approvals	88 Elizabeth Street Coochiemudlo Island QLD 4184	Referral Agency Response - Planning	27/04/2018	NA	Approved	4

Decisions Made Under Delegated Authority for 22.04.2018 to 28.04.2018

CATEGORY1

Application Id	Application Full Details	Applicant	Associated Property Address	Primary Category	Decision Date	Negotiated Decision Date	Decision Description	Division
OPW18/0009	Advertising Device Works - Electronic Wall Sign	Victoria Point State High School	Victoria Point State High School 93-131 Benfer Road Victoria Point QLD 4165	Code Assessment	23/04/2018	NA	Approved	4
CAR18/0126	Design & Siting - Dwelling House	Anne Maree MCINNES Brenton Craig MCINNES	22 Morwong Street Macleay Island QLD 4184	Referral Agency Response - Planning	23/04/2018	NA	Approved	5
CAR18/0144	Design and Siting - Dwelling	Professional Certification Group Pty Ltd	5 Avoca Place Redland Bay QLD 4165	Referral Agency Response - Planning	24/04/2018	NA	Approved	5
CAR18/0130	Design & Siting - Shipping Container	Wayne Mathew BIDOIS	3 Ilumba Street Russell Island QLD 4184	Referral Agency Response - Planning	10/04/2018	NA	Approved	5
CAR18/0135	Design and Siting - Dwelling	Fluid Building Approvals	168 James Street Redland Bay QLD 4165	Referral Agency Response - Planning	23/04/2018	NA	Approved	5
MCU18/0064	Extension to Currency Period - MCU012783	Mr Bruce C V Dean & Curlew Homes Pty Ltd	59 Main View Drive Russell Island QLD 4184	Minor Change to Approval	19/04/2018	NA	Approved	5
CAR18/0132	Design and Siting - Dwelling	The Certifier Pty Ltd	24 Sandy Cove Place Redland Bay QLD 4165	Referral Agency Response - Planning	23/04/2018	NA	Approved	5
MCU18/0028	Home Business	Mark Geoffrey LEANEY Melanie Jane CROWHURST	155-161 Henderson Road Sheldon QLD 4157	Code Assessment	24/04/2018	NA	Development Permit	6

Decisions Made Under Delegated Authority for 22.04.2018 to 28.04.2018

CATEGORY1

Application Id	Application Full Details	Applicant	Associated Property Address	Primary Category	Decision Date	Negotiated Decision Date	Decision Description	Division
CAR18/0131	Design and Siting - Carport	The Certifier Pty Ltd	1 Ludmilla Place Alexandra Hills QLD 4161	Referral Agency Response - Planning	24/04/2018	NA	Approved	8
CAR18/0134	Design & Siting - Roofed Patio, Carport Addition, Additions to existing house	Wilfred STRATING	8 Gem Close Alexandra Hills QLD 4161	Referral Agency Response - Planning	11/04/2018	NA	Approved	8
CAR18/0129	Design and Siting - Garage	Nichole Louise WILLETT	11 Gregory Street Capalaba QLD 4157	Referral Agency Response - Planning	23/04/2018	NA	Approved	9
MCU18/0057	New Dwelling House and Attached Garage	Dixonbuild Pty Ltd	12 Francene Place Birkdale QLD 4159	Code Assessment	26/04/2018	NA	Development Permit	10

Decisions Made Under Delegated Authority for 22.04.2018 to 28.04.2018

CATEGORY2

Application Id	Application Full Details	Applicant	Associated Property Address	Primary Category	Decision Date	Negotiated Decision Date	Decision Description	Division
MCU18/0001	Combined Display and Sales Activity (Vehicle Sales Yard) and Vehicle Repair Premises	Iplan Town Planning	184-186 Redland Bay Road Capalaba QLD 4157	Code Assessment	24/04/2018	NA	Approved	9
EXC18/0003	Exemption certificate request	Place Design Group Pty Ltd	78 Kinross Road Thornlands QLD 4164	Planning Act Request	27/04/2018	NA	Approved	7
RAL17/0025	Request to Change ROL005777 (CTS - Standard Format Reconfiguration - 1 into 9 Lots)	Southsea's Developments Pty Ltd As Trustee and Pro Town Planners	97-101 Unwin Road Redland Bay QLD 4165	Minor Change to Approval	27/04/2018	NA	Approved	6
RAL17/0042	Change to Development Approval ROL005771 - Reconfiguration of Lot - 1 into 8 lots and Park	Mr James Theodorou	387-395 Old Cleveland Road East Birkdale QLD 4159	Minor Change to Approval	24/04/2018	NA	Approved	8

13.3 DEVELOPMENT AND PLANNING RELATED APPEALS LISTING AS AT 8 MAY 2018**Objective Reference:**

Authorising Officer: Louise Rusan, General Manager Community & Customer Services

Responsible Officer: David Jeanes, Group Manager City Planning & Assessment

Report Author: Emma Martin, Senior Appeals Planner

Attachments: Nil

PURPOSE

The purpose of this report is for Council to note the current development and planning related appeals and other related matters/proceedings.

BACKGROUND

Information on appeals may be found as follows:

1. Planning and Environment Court

a) Information on current appeals and declarations with the Planning and Environment Court involving Redland City Council can be found at the District Court web site using the "Search civil files (eCourts) Party search" service:

<http://www.courts.qld.gov.au/services/search-for-a-court-file/search-civil-files-ecourts>

b) Judgments of the Planning and Environment Court can be viewed via the Supreme Court of Queensland Library web site under the Planning and Environment Court link:

<http://www.sclqld.org.au/qjudgment/>

2. Court of Appeal

Information on the process and how to search for a copy of Court of Appeal documents can be found at the Supreme Court (Court of Appeal) website:

<http://www.courts.qld.gov.au/courts/court-of-appeal/the-appeal-process>

3. Department of State Development, Manufacturing, Infrastructure and Planning (DSDMIP)

The DSDMIP provides a Database of Appeals

(<https://planning.dsdpip.qld.gov.au/planning/spa-system/dispute-resolution-under-spa/planning-and-environment-court/planning-and-environment-court-appeals-database>) that may be searched for past appeals and declarations heard by the Planning and Environment Court.

The database contains:

- a) A consolidated list of all appeals and declarations lodged in the Planning and Environment Courts across Queensland of which the Chief Executive has been notified.
- b) Information about the appeal or declaration, including the appeal number, name and year, the site address and local government.

4. Department of Housing and Public Works (DHPW)

Information on the process and remit of development tribunals can be found at the DHPW web site:

<Http://www.hpw.qld.gov.au/construction/BuildingPlumbing/DisputeResolution/Pages/default.aspx>

PLANNING & ENVIRONMENT COURT APPEALS

1.	File Number:	Appeal 3641 of 2015 (MCU012812)
Applicant:		King of Gifts Pty Ltd and HTC Consulting Pty Ltd
Application Details:		Material Change of Use for Service Station (including car wash) and Drive Through Restaurant 604-612 Redland Bay Road, Alexandra Hills
Appeal Details:		Appeal against Council refusal
Current Status:		Appeal filed on 16 September 2015. Trial held 1-3 August 2017. Judgment handed down on 6 November 2017. Appeal allowed subject to finalising conditions. Draft conditions provided to the appellant in December 2017. The next Court review is 16 May 2018.

2.	File Number:	Appeal 4515 of 2017 (ROL006084)
Applicant:		Australian Innovation Centre Pty Ltd
Application Details:		Reconfiguring a Lot (1 into 22 lots and park) 289-301 Redland Bay Road, Thornlands (Lot 5 on RP14839)
Appeal Details:		Deemed refusal appeal
Current Status:		Appeal filed on 23 November 2017. On 31 January 2018 Council solicitors notified the parties that it opposed the proposed development. A mediation was held on 6 March 2018. The next Court review is 8 June 2018.

3.	File Number:	Appeal 339 of 2018 (MCU013949)
Applicant:		Hosgood Company 3 Pty Ltd & DPK Injection Pty Ltd
Application Details:		Material Change of Use for a Dual Occupancy 2 Starkey Street, Wellington Point (Lot 11 on SP284567)
Appeal Details:		Appeal against Council refusal
Current Status:		Appeal filed on 30 January 2018. Mediation held on 10 April 2018. The next Court review is 16 May 2018.

4.	File Number:	Appeal 461 of 2018 (MCU013977)
Applicant:		Robyn Edwards & Ronald Edwards
Application Details:		Material Change of Use for an Undefined Use (Rooming Accommodation) 41 Ziegenfusz Road, Thornlands (Lot 291 on RP801793)
Appeal Details:		Appeal against Council refusal
Current Status:		Appeal filed on 8 February 2018. A Directions Order was set down on 27 April 2018 detailing a timetable for the proceedings, it identifies that a mediation must be held before 1 June 2018. The next Court review is 6 June 2018.

5.	File Number:	Appeal 894 of 2018 (MCU013921)
Applicant:		Palacio Property Group Pty Ltd
Application Details:		Infrastructure Conversion Application (relating to the Development Permit for a Material Change of Use for Multiple Dwellings (22 units)) 4-8 Rachow Street, Thornlands (Lot 5 on SP149013)
Appeal Details:		Appeal against Council refusal
Current Status:		Appeal filed on 9 March 2018.

6.	File Number:	Appeal 1506 of 2018 (MCU17/0149)
Applicant:		Barro Group Pty Ltd
Application Details:		Request to Extend the Currency Period (relating to the Development Permit for a Material Change of Use for Extractive Industry and Environmentally Relevant Activities 8 (Chemical Storage), 16 (Extractive and Screening Activities) and 21 (Motor Vehicle Workshop Operation)) 1513 and 1515-1521 Mount Cotton Road, Mount Cotton 163-177 and 195 Gramzow Road, Mount Cotton (Lot 162 on S31962, Lot 238 on SP218968, Lot 370 on S311071, Lot 1 on RP108970, Lot 17 on RP108970, Lot 1 on SP272090, Lot 2 on SP272091, Lot 3 on SP272092 and the land comprising part of Greenhide (California) Creek located between Lot 162 on S31962 and Lot 238 on SP218968, which is the property of the State)
Appeal Details:		Appeal against Council refusal
Current Status:		Appeal filed on 24 April 2018.

APPEALS TO THE QUEENSLAND COURT OF APPEAL

7.	File Number:	CA11075 of 2017 (4940 of 2015, 2 of 2016 and 44 of 2016) (MCU013926)
Applicant:		Nerinda Pty Ltd
Application Details:		Preliminary Approval for Material Change of Use for Mixed Use Development and Development Permit for Reconfiguring a Lot (1 into 2 lots) 128-144 Boundary Road, Thornlands (Lot 3 on SP117065)
Appeal Details:		Co-respondent appeal against the decision of the P&E Court
Current Status:		Application for leave to appeal filed on 23 October 2017. All parties have filed an outline of their arguments. The application and outline of arguments were heard on 30 April 2018. Awaiting Judgment.

DEVELOPMENT TRIBUNAL AND OTHER MATTERS

8.	File Number:	58 of 2017 (CAR17/058)
Applicant:		Sean and Jane Carroll
Application Details:		Building Works for a Domestic Outbuilding (Carport) 22 Sommersea Court, Cleveland (Lot 666 on CP853643)
Appeal Details:		Appeal against refusal
Current Status:		Notice of appeal received on 27 November 2017. Tribunal hearing was held on 13 February 2018. Decision handed down on 17 April 2018. The Tribunal approved the siting of the proposed carport subject to conditions. Council's appeal period is until 18 May 2018.

9.	File Number:	1568 of 2018
Applicant:	Redland City Council	
Respondents:	Paul Michael McManus Approved Realty Pty Ltd IApproved Pty Ltd	
Development:	Undefined Use (Rooming Accommodation) 1/139 Mount Cotton Road, Capalaba (Lot 1 on SP258938)	
Application Details:	Unlawful Use	
Current Status:	Application filed on 30 April 2018.	

OFFICER'S RECOMMENDATION

That Council resolves to note this report.

14 REPORTS FROM INFRASTRUCTURE & OPERATIONS

14.1 PETITION - RECREATIONAL BOAT RAMP - ROCKY POINT, RUSSELL ISLAND

Objective Reference:

Authorising Officer: Peter Best, General Manager Infrastructure & Operations

Responsible Officer: Bradley Salton, Group Manager City Infrastructure

Report Author: Vije Vijekumar, Advisor Marine Investigations

Attachments: Nil

PURPOSE

A petition by residents from Russell Island was presented by Councillor Edwards at the Redland City Council (Council) General Meeting on 23 August 2017, requesting that Council and the State formalise the existing Rocky Point, Russell Island launch site. This report provides a response to that petition.

BACKGROUND

The residents of Russell Island are requesting to formalise the existing informal Rocky Point, Russell Island launch site. The residents believe they need an alternate evacuation route from Russell Island in case of uncontrolled bush fires on the southern end of the island. The residents' petition has also been sent to the Queensland State Government (the State).

Currently, decisions for prioritising funding for boat ramps is provided by the State Department of Transport and Main Roads (DTMR), Boating Infrastructure Unit, with input from the Redland City Council Marine Infrastructure Officers. Current demand and future population forecasts indicate that there is no priority for a formalised recreational boat ramp at the Rocky Point site.

ISSUES

Fire review report

The Fire Review Report 2017 (the Report) provided to Council by Queensland Fire and Emergency Services (QFES), made 56 recommendations to improve fire safety across the Southern Moreton Bay Islands (SMBI) and mainland Redland City. The Fire Review 2017 identified the need for an alternative evacuation route on Russell Island, with the preferred option to provide this secondary evacuation route being through the formalisation of fire trails to create an avenue for residents to evacuate from the south to the north of the island.

Council's Conservation and Fire Management Team is working to achieve this recommendation and has identified a number of tracks and trails that can be linked together to provide a second evacuation route from the southern end of Russell Island.

The Report does not discuss the creation of a boat ramp for evacuation purposes.

Department of Transport and Main Roads policy position

It is noted the petition was tabled in State Parliament in November 2017 and the Principal Petitioner has subsequently written to the Minister for Transport and Main Roads, Mark Bailey (24 April 2018). This is appropriate given the State funds recreational boat ramps throughout Queensland.

To establish current and future demand for recreational boating facilities throughout Queensland, the State commissioned the Queensland Recreational Boating Facilities Demand Forecasting Study 2017. This report is for use by Local Government Councils, as one tool in a broader assessment process to choose and prioritise sites for recreational boat ramp development. A summary of the report's findings applicable to Redland City is detailed in the following table:

Priority Sites	
Priority 1 (as soon as possible)	William Street, Cleveland
Priority 2 (over the next five years)	Southern ramp, Wellington Point
	Helen Street, Thorneside
Priority 3 (over the next 5-10 years)	New facility at Wallaby Road, Redland Bay
Priority 4 (other)	Southern ramp, Victoria Point
	New facility at Lamb Island
	New facility at Dunwich sand mine wharf

Redland City Council's policy position

Fire Report 2017 - emergency evacuation

The Report does not recommend the construction of a boat ramp for evacuation purposes. The Report recommends that any option to open a second evacuation route on Russell Island should be investigated, which will be partially achieved if all fire trails and access tracks identified in Appendix A of the Report are utilised. If implemented, this new evacuation route must be communicated to the community and emergency plans updated.

Boating demand

Russell Island has two boat ramps and one barge ramp in operation. The first boat ramp is located at the northern end of Russell Island, adjacent to Jock Kennedy Park. The second boat ramp is located in the middle of the island on the eastern side, adjacent to Wahine Drive. The barge ramp is located on the northern end of the island in High Street. Council undertakes annual measurements of demand at recreational boat ramps and assesses this demand against the guidelines contained in the State's Recreational Boating Facilities and Infrastructure Plan. The analysis shown in the table below indicates current facilities are sufficient to meet the recreational boating demands of Russell Island.

Based on this assessment, Council has no plans for additional recreational boat ramps for Russell Island.

	Wahine Drive, Russell Island	Jock Kennedy Park, Russell Island	Category E requirements
Classification	E	E	
Measured usage (boats/day)	30	28	30
Service level	Acceptable – congested *due to access not sealed	Acceptable – congested *due to limited parking	
Lanes	2	2	1
Queuing lane	0	0	0
Equivalent lanes	2	2	
Deep water access	YES	YES	Required
Manoeuvring area	YES	YES	Optional
Rigging area	YES	YES	Optional
Car Trailer Units (CTU) bays	Unmarked - n/a	5	10

	Wahine Drive, Russell Island	Jock Kennedy Park, Russell Island	Category E requirements
Overflow parking	YES	YES	Optional
Lighting	YES	YES	Optional
Water	NO	YES	Optional
Rubbish bins	YES	YES	Required
Toilets	NO	YES	Optional
Exposure	LOW	LOW	N/A
Bottle-necks	-	Very limited space	N/A
Upgrades	Resurface access to ramp and provide CTU parking	Provide more CTU parking	
Upgraded classification	C	D	

Site limitations

Rocky Point is located on the south-western corner of Russell Island. The site is designated as Open Space with SMBI Residential to the north and Conservation land to the south. The site is currently undeveloped apart from an Energex electricity easement. There is no existing marine infrastructure; however, the site is used as a park and fishing area, equipped with picnic tables and fish cleaning facilities. There is no significant mangrove vegetation; however, the tidal flats in this location have been listed under RAMSAR and State Biodiversity Significance. Maritime Safety Queensland (MSQ) bathymetry shows 240m to the -1m Lowest Astronomical Tide (LAT). Development of this site would require significant causeway construction to achieve suitable water depth for either barge or recreational boating purposes.

STRATEGIC IMPLICATIONS

Legislative Requirements

There are no relevant legislative requirements.

Risk Management

The Fire Report 2017 recommended to investigate any option to open a second evacuation route on Russell Island, which will be partially achieved if all fire trails and access tracks listed in the Report are utilised. If implemented, these new evacuation routes must be communicated to the community and emergency plans updated. This plan should also identify and provide evacuation routes to a recreational boat ramp which already exists at Wahine Drive.

Financial

There is no funding identified in the Marine Infrastructure Asset Service Management Plan (ASMP) for an additional recreational boat ramp on Russell Island. Recreational boat ramps are prioritised by the State through the State Boating Infrastructure Program, in conjunction with Council Marine Infrastructure Officers. Funding for these ramps is provided by DTMR. Under existing State/Local Government funding arrangements, landside facilities such as parking and road access are funded by Council.

The site identified by the petitioners, has not been identified in the DTMR Queensland Recreational Boating Facilities Demand Forecasting Study 2017 nor Council's Marine Infrastructure ASMP. The Marine Infrastructure ASMP is used to develop a 10 year capital plan for Council

marine infrastructure, and takes into account demand priorities and safety concerns. Bringing this project into the program would delay other projects which have been prioritised based on these criteria.

Further, inclusion of this site into the plan could delay other projects already planned at Lamb Island and Karragarra Island. These islands have only one shared boat/barge ramp each.

It should further be noted the State Transport Minister has commented through the media and directly to the Principal Petitioner that the State Government is planning to undertake hydrographic surveys to provide base information to “consider construction of a possible new boat ramp at Russell Island in coming years”. The Minister’s comments also state that the State Government provides all “in water infrastructure such as boat ramps while local councils provide the landside infrastructure including access, lighting, car-trailer parking, regular car parking and any facilities such as toilets”. As mentioned above, providing such infrastructure is not identified or budgeted for as part of Council’s existing marine infrastructure program and as such if the State Government makes a decision to build a boat ramp at this site, Council is not currently in a position to provide the necessary landside infrastructure. The funding for this infrastructure would either come at the expense of another project or require additional funding from other sources.

People

There are no implications.

Environmental

There is no significant mangrove vegetation, however the tidal flats in this location have been listed under RAMSAR and State Biodiversity Significance. Permits will need to be obtained from various State agencies if any boat ramp project was to proceed.

Social

There are no social implications.

Alignment with Council's Policy and Plans

This report aligns with Council's policies and plans.

CONSULTATION

The following external stakeholders have been consulted:

- Manager Boating Infrastructure, DTMR

The following internal stakeholders have been consulted:

- Division 5 Councillor - Councillor for Redland Bay and the Bay Islands
- General Manager Infrastructure & Operations
- Group Manager City Infrastructure
- Senior Engineer Marine & Water Assets
- Business Partnering Unit, Financial Services Group
- Senior Solicitor, General Counsel
- Service Manager Disaster Planning & Operations
- Conservation Fire Management Officer, City Operations

OPTIONS**Option One**

That Council resolves to notify the Principal Petitioner that:

1. the petition has been referred to the State as the State is responsible for funding recreational boating infrastructure in Redland City;
2. Council will write to the State Government and request they urgently complete the hydrographic investigations they have publicly committed to and provide the results to Council and the Principal Petitioner; and
3. Council may consider a decision by the State to fund a recreational boat ramp at Rocky Point, Russell Island, conditional upon the State assuming funding responsibility for the boat ramp and all related and required landside infrastructure, so as not to impact or prejudice the current Council forward capital works program identified in Council's Marine Infrastructure Asset and Service Management Plan.

Option Two

That Council resolves to do nothing and inform the Principal Petitioner accordingly.

OFFICER'S RECOMMENDATION

That Council resolves as follows to notify the Principal Petitioner that:

1. **the petition has been referred to the State as the State is responsible for funding recreational boating infrastructure in Redland City;**
2. **Council will write to the State Government and request they urgently complete the hydrographic investigations they have publicly committed to and provide the results to Council and the Principal Petitioner;**
3. **Council may consider a decision by the State to fund a recreational boat ramp at Rocky Point, Russell Island, conditional upon the State assuming funding responsibility for the boat ramp and all related and required landside infrastructure, so as not to impact or prejudice the current Council forward capital works program identified in Council's Marine Infrastructure Asset and Service Management Plan.**

14.2 STATION MASTERS COTTAGE - FUTURE USE RECOMMENDATION

Objective Reference:

Authorising Officer: Peter Best, General Manager Infrastructure & Operations

Responsible Officer: Lex Smith, Group Manager City Operations

Report Author: Sven Ljungberg, Program manager Aquatic & Emergency Precinct

Attachments: Nil

PURPOSE

The purpose of this report is to:

- inform Councillors of the outcomes of stakeholder consultation as it relates to the future use of the Station Masters Cottage; and
- seek Council approval of the proposed future use for the Station Masters Cottage.

BACKGROUND

The historic building known as the Station Masters Cottage (SMC), gifted to Redland City Council (Council) by the Redlands Returned Services League (RSL), was relocated by Council on 13 July 2017 from 204 Middle Street Cleveland, to Linear Park at 120 Little Shore Street Cleveland.

The Department of Natural Resources, Mines and Energy (DNRME) consented to relocating the structure and created a reserve lot in an open space parcel for heritage, historical and cultural purposes. The building sits adjacent to other historical and 'recreated' buildings in what has evolved into an historical character precinct.

ISSUES

- The SMC is not listed on the local heritage register, nor is it intended to be as advised by Council's Strategic Planning. However, the SMC is considered suitable as a character historical building of Redland City, largely existing in its original form.
- Consultation with DNRME revealed that primary uses such as retail, commercial or offices 'for profit' would be unfavourable and not permitted.
- DRNME also noted "concessions for secondary use such as coffee or food service would be appropriate so long as the space is operated and run by a not-for-profit organisation where it could be demonstrated that the funds go back to the organisation and not as a commercial for profit business".
- Communication Engagement & Tourism identified a potential use as a Visitor Information Centre (VIC). Advice received from Planning Assessment confirms this use is consistent with the current approval for a Community Facility, however internal consensus from Officers and Executive Leadership Team (ELT) is that the building location is not ideal for this purpose.
- This consultation activity resulted in "*the SMC's future use being identified as a facility that provides opportunity for community groups, not for profit organisations and/or social enterprise providers to conduct and deliver community service activities for the benefit of the Redlands community*".

Suitable uses that are consistent with the Community Facility designation include:

- Not-for-Profit Organisations;
- Social Enterprise Providers;
- Historical Society, Genealogical Society;
- Museum;
- Art Gallery;
- Community meeting rooms.

Current approvals applicable to the SMC are:

- Council Planning Approval File No: MCU013875 “Community Facility with conditions”;
- Development Permit #00022756 for Building Works Class 5 Office with conditions.

Councillors are to note an allocation has been made in the FY18/19 CAPEX budget, but not yet approved, sufficient to enable the upgrade of the SMC to a standard suitable for and consistent with the recommended future use.

Following renovation and award of the building compliance and occupancy certificate, an Expression of Interest (EOI) process will be run by Council inviting local community groups to submit proposals to use the building consistent with relevant Council terms and conditions.

Any lease agreement with a lessee will include an obligation for that lessee to separately “fit-out” the building to suit the lessee’s operational requirements at their cost, consistent with Council leasing and building management and operational requirements.

STRATEGIC IMPLICATIONS

Legislative Requirements

- *Land Act 1994*;
- State Policy- Secondary use of Trust land under the Land Act Department of Natural Resources and Mines May 2017;
- National Construction Code (NCC) Compliance with structural adequacy, sanitary facilities, glazing assemblies, energy efficiency, fire services, access and egress and signage;
- Australian Standards Compliance, (Various) notably AS 1428 Design for access and mobility;
- *Commonwealth Disability Discrimination Act (DDA) 1992*.

Risk Management

- Council approval of the SMC future use will enable the appropriate allocation of resources and funds to ensure that the SMC is upgraded to a standard that is fit for purpose, prior to the SMC being made available to prospective end user organisations or groups.
- SMC building condition and engineering assessments will facilitate the optimisation and development of tender documentation.
- The EOI process will allow community groups to submit proposals guided by any Council terms, conditions or constraints and compete on a level playing field, mitigating any perceptions of bias.

Financial

- The FY17/18 CAPEX Budget is \$177,000. This budget has been and will be used to engage consultants to undertake relevant building condition and engineering assessments and develop a tender work package for the future upgrade of the SMC by registered building contractors.
- A FY18/19 CAPEX budget submission of \$515,250 has been made for the renovation and upgrade of the SMC, noting that this budget request is subject to Council approval.

People

The project will be coordinated by the Program Manager Aquatic & Emergency Precinct, with the assistance of external consultants and contract management administered through the Project Delivery Group.

City Sport & Venues and Strengthening Communities teams will assist in preparing an EOI for community groups and the development and execution of any future lease arrangements.

Environmental

Asbestos Management report has concluded there is no asbestos contamination or asbestos containing materials within the building.

No other environmental matters to report.

Social

The SMC provides opportunities for community groups, not for profit and social enterprise providers to access facilities and offer community services, whilst conserving and showcasing Redlands' cultural heritage for the benefit of the community.

Alignment with Council's Policy and Plans

- This project supports the following Council policies:
 - POL-3088 – Social Infrastructure Policy
 - POL-3115 - Community Halls and Precincts Policy

CONSULTATION

Consultation to develop the SMC future use, and ascertain the planning and building approval requirements associated with this future use, has been undertaken with:

- Department of Natural Resources, Mines and Energy
- Division 2 Councillor; and
- Council Officers from City Sport & Venues, Facility Services, Water & Waste Operations, Water & Waste Infrastructure, Library Services, Strategic Planning, Financial Services, Strengthening Communities and Communication Engagement & Tourism.

OPTIONS

Option One

That Council resolves to approve the future use of the Station Masters Cottage as a Community Facility.

Option Two

That Council requests officers investigate further options and lead with an Expression of Interest process, noting this will result in delay to program delivery; raise community expectations for possible inconsistent uses, incur greater holding costs and risk of vandalism due to building being vacant for a further extended period.

Option Three

That Council resolves to note this report.

OFFICER'S RECOMMENDATION

That Council resolves to approve the future use of the Station Masters Cottage as a Community Facility.

14.3 FUNDING FOR THE UPGRADE OF THE SOUTHERN MORETON BAY ISLANDS FERRY TERMINALS

This report is being finalised.

15 MAYORAL MINUTE

In accordance with s.22 of POL-3127 Council Meeting Standing Orders, the Mayor may put to the meeting a written motion called a 'Mayoral Minute', on any matter. Such motion may be put to the meeting without being seconded, may be put at that stage in the meeting considered appropriate by the Mayor and once passed becomes a resolution of Council.

16 NOTICES OF MOTION TO REPEAL OR AMEND A RESOLUTION

In accordance with s.262 *Local Government Regulation 2012*.

17 NOTICES OF MOTION

In accordance with s.3(4) POL-3127 Council Meeting Standing Orders.

18 URGENT BUSINESS WITHOUT NOTICE

In accordance with s.26 of POL-3127 Council Meeting Standing Orders, a Councillor may bring forward an item of urgent business if the meeting resolves that the matter is urgent.

Urgent Business Checklist	YES	NO
To achieve an outcome, does this matter have to be dealt with at a general meeting of Council?		
Does this matter require a decision that only Council can make?		
Can the matter wait to be placed on the agenda for the next Council meeting?		
Is it in the public interest to raise this matter at this meeting?		
Can the matter be dealt with administratively?		
If the matter relates to a request for information, has the request been made to the CEO or to a General Manager previously?		

19 CONFIDENTIAL ITEMS**COUNCIL MOTION**

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 275(1) of the *Local Government Regulation 2012*:

19.1 Redland Investment Corporation - Dividend Policy

This matter is considered to be confidential under Section 275(1) - (h) of the *Local Government Regulation 2012*, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

19.2 Fees Register 2018-19

This matter is considered to be confidential under Section 275(1) - (c) of the *Local Government Regulation 2012*, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with the local government's budget.

19.3 Weinam Creek Master Plan

This matter is considered to be confidential under Section 275(1) - (h) of the *Local Government Regulation 2012*, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

19.4 Capalaba Town Centre Revitalisation Brief

This matter is considered to be confidential under Section 275(1) - (b) and (h) of the *Local Government Regulation 2012*, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with industrial matters affecting employees and other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

19.5 Toondah Harbour Master Plan

This matter is considered to be confidential under Section 275(1) - (h) of the *Local Government Regulation 2012*, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

20 MEETING CLOSURE