



City of  
**Ipswich**

**IPSWICH  
CITY  
COUNCIL**

**AGENDA**

*of the*

**COUNCIL ORDINARY MEETING**

**Held in the Council Chambers  
2<sup>nd</sup> floor – Council Administration Building  
45 Roderick Street  
IPSWICH QLD 4305**

On Thursday, 27 May 2021  
At 9.00 am



**BUSINESS**

1. OPENING OF MEETING:
2. WELCOME TO COUNTRY OR ACKNOWLEDGEMENT OF COUNTRY:
3. OPENING PRAYER:
4. APOLOGIES AND LEAVE OF ABSENCE:
5. CONDOLENCES:
6. TRIBUTES:
7. PRESENTATION OF PETITIONS:
8. PRESENTATIONS AND DEPUTATIONS:
9. PUBLIC PARTICIPATION:
10. DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA:
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13. BUSINESS OUTSTANDING – INCLUDING CONDUCT MATTERS AND MATTERS LYING ON THE TABLE TO BE DEALT WITH:
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**UNCONFIRMED MINUTES OF COUNCIL ORDINARY MEETING**

**29 APRIL 2021**

Held in the Council Chambers, Administration Building  
45 Roderick Street, Ipswich

The meeting commenced at 9.00 am

<b>ATTENDANCE AT COMMENCEMENT</b>	Mayor Teresa Harding (Chairperson); Councillors Jacob Madsen, Sheila Ireland, Paul Tully, Marnie Doyle, Andrew Fechner, Kate Kunzelmann, Russell Milligan and Nicole Jonic
<b>WELCOME TO COUNTRY OR ACKNOWLEDGEMENT OF COUNTRY</b>	Councillor Andrew Fechner
<b>OPENING PRAYER</b>	Councillor Sheila Ireland
<b>APOLOGIES AND LEAVE OF ABSENCE</b>	Nil
<b>5. CONDOLENCES</b>	Nil
<b>6. TRIBUTES</b>	Nil
<b>7. PRESENTATION OF PETITION - FRANCE STREET, EASTERN HEIGHTS</b>	<p>Petition received from residents of France Street, Eastern Heights for council to reconstruct France Street into a cul-de-sac from Robertson Road.</p> <div><p>Moved by Councillor Andrew Fechner: Seconded by Deputy Mayor Marnie Doyle:</p><p><b>That the petition be received and referred to the appropriate council department for investigation and the preparation of a response or report back to council.</b></p></div>
<b>AFFIRMATIVE</b>	<b>NEGATIVE</b>
Councillors:	Councillors:
Harding	Nil
Madsen	
Ireland	
Tully	
Doyle	
Fechner	
Kunzelmann	

Milligan  
Jonic

The motion was put and carried.

**8. PRESENTATIONS  
AND DEPUTATIONS**

Nil

**9. PUBLIC  
PARTICIPATION**

Nil

**10. DECLARATIONS  
OF INTEREST**

**COUNCILLOR SHEILA  
IRELAND**

In accordance with section 150EQ(3)(b) and 150EQ(3)(c) of the *Local Government Act 2009*, Councillor Sheila Ireland advised that she provided notice to the Chief Executive Officer on 23 March 2021 of a declarable conflict of interest in any matter that may involve Mr Garth Llewellyn purchasing a parcel of land adjoining his property in North Booval.

The nature of the interest is that Mr Garth Llewellyn is a long-term family friend of Councillor Ireland.

Councillor Sheila Ireland advised that she will leave the meeting room (including any area set aside for the public) when this matter is being discussed and voted on.

**COUNCILLOR JACOB  
MADSEN**

In accordance with section 150EQ of the *Local Government Act 2009*, Councillor Jacob Madsen informed the meeting that he has a declarable conflict of interest in Item 14.6 titled Reception and Consideration of Ipswich Central Redevelopment Committee's Report.

The nature of the interest is that Councillor Madsen is a member of the Ipswich Trades Hall and Labour Day Committee Executive which manages the Ipswich Trades Hall which is adjacent to the CBD redevelopment works that Council is undergoing.

Councillor Jacob Madsen advised that he will leave the meeting room (including any area set aside for the public) while this matter is being discussed and voted on.

**COUNCILLOR  
ANDREW FECHNER**

In accordance with section 150EQ of the *Local Government Act 2009*, Councillor Andrew Fechner informed the meeting that he has a declarable conflict of interest in Item 14.6 titled Ipswich Central Redevelopment Committee's Report.

The nature of the interest is that Councillor Fechner stands to gain a benefit or suffer a loss due to his business interest in both A1A Events Pty Ltd and Bar Heisenberg Pty Ltd which is located in the top of town at 164 Brisbane Street, Ipswich.

Councillor Andrew Fechner advised that he will leave the meeting room (including any area set aside for the public) while this matter is being discussed and voted on.

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In accordance with section 150EQ of the *Local Government Act 2009*, Councillor Andrew Fechner informed the meeting that he has a declarable conflict of interest in Item 15.7 titled Proposed Renewal of Lease over 116 Brisbane Street, Ipswich to Rajesh Sharma.

The nature of the interest is that Councillor Fechner's business interest in Bar Heisenberg Pty Ltd and A1A Events Pty Ltd are both located in the top of town at 164 Brisbane Street, Ipswich.

Councillor Andrew Fechner advised that he will leave the meeting room (including any area set aside for the public) while this matter is being discussed and voted on.

**11. CONFIRMATION OF MINUTES**

**11.1  
CONFIRMATION OF  
MINUTES OF  
ORDINARY MEETING**

Moved by Councillor Andrew Fechner:  
Seconded by Councillor Russell Milligan:

**That the Minutes of the Ordinary Meeting held on  
25 March 2021 be confirmed.**

**AFFIRMATIVE**

Councillors:

Harding

Madsen

Ireland

Tully

Doyle

Fechner

Kunzelmann

Milligan

Jonic

**NEGATIVE**

Councillors:

Nil

The motion was put and carried.

**11.2  
CONFIRMATION OF  
MINUTES OF SPECIAL  
MEETING**

Moved by Councillor Kate Kunzelmann:  
Seconded by Deputy Mayor Marnie Doyle:

**That the Minutes of the Special Meeting held on 15 April 2021 be confirmed.**

**AFFIRMATIVE**

Councillors:

Harding

Madsen

Ireland

Tully

Doyle

Fechner

Kunzelmann

Milligan

Jonic

**NEGATIVE**

Councillors:

Nil

The motion was put and carried.

**12. MAYORAL  
MINUTE**

Nil

**13. MATTERS LYING  
ON THE TABLE TO BE  
DEALT WITH**

Nil

**14. RECEPTION AND CONSIDERATION OF COMMITTEE REPORTS**

**14.1  
GROWTH  
INFRASTRUCTURE  
AND WASTE  
COMMITTEE**

Moved by Mayor Teresa Harding:  
Seconded by Councillor Andrew Fechner:

**That the Growth Infrastructure and Waste Committee Report No. 2021(03) of 15 April 2021 be noted.**

**AFFIRMATIVE**

Councillors:

Harding

Madsen

Ireland

Tully

Doyle

Fechner

Kunzelmann

Milligan

**NEGATIVE**

Councillors:

Nil

Jonic

Mayor Teresa Harding advised the meeting that a response to a matter on notice was received prior to the meeting in relation to Item 4 of the Growth, Infrastructure and Waste Committee. This response confirmed that the title of Item 4 was incorrect and should be changed from '14-15-108 Springfield Domain Parklands Management' to '14-15-108 Robelle Domain Stage 2 – Parklands Management Agreement.

**14.2  
GOVERNANCE AND  
TRANSPARENCY  
COMMITTEE**

Moved by Councillor Jacob Madsen:

Seconded by Councillor Russell Milligan:

**That Council adopt the recommendations of the  
Governance and Transparency Committee Report  
No. 2021(03) of 15 April 2021.**

AFFIRMATIVE

NEGATIVE

Councillors:

Councillors:

Harding

Nil

Madsen

Ireland

Tully

Doyle

Fechner

Kunzelmann

Milligan

Jonic

The motion was put and carried.

This block motion adopts all items of the Governance and Transparency Committee No. 2021(03) of 15 April 2021 as listed below, as resolutions of Council:

**GOVERNANCE AND  
TRANSPARENCY  
COMMITTEE – ITEM 1**

**That the report of the Governance and Transparency  
Committee No. 2021(02) of 11 March 2021 be received  
and noted.**

REPORT -  
GOVERNANCE AND  
TRANSPARENCY  
COMMITTEE NO.  
2021(02) OF 11  
MARCH 2021

**GOVERNANCE AND  
TRANSPARENCY  
COMMITTEE – ITEM 2**

**That the iVolve Project Preliminary Business Case be  
accepted and approved, and approval be given for the**

INVOLVE PROJECT  
PRELIMINARY  
BUSINESS CASE

**iVolve Project to progress to the next project stage -  
Stage 3 Final Business Case.**

**GOVERNANCE AND  
TRANSPARENCY  
COMMITTEE – ITEM 3**

**That Council repeal its previous decision to enter a  
Trustee Permit with Anzac Park Sports and Recreation  
Club Incorporation (a decision of the General Purposes  
Committee, Item No. 3 on 19 May 2020) adopted at the  
Council Ordinary meeting of 26 May 2020.**

REPEAL OF PREVIOUS  
COUNCIL DECISION  
FOR NEW TRUSTEE  
PERMIT OVER  
RESERVE FOR  
RECREATION  
PURPOSES - ANZAC  
PARK SPORTS AND  
RECREATION CLUB  
INCORPORATED - 1  
MILL STREET,  
ROSEWOOD

**GOVERNANCE AND  
TRANSPARENCY  
COMMITTEE – ITEM 4**

- A. That the proposed 2021-2022 Fees and Charges, as  
detailed in Attachment 1 to the report by the Treasury  
Accounting Manager dated 27 March 2021, be adopted  
with an effective date of 1 July 2021.**
- B. That the amendments to Fees and Charges for 2021-  
2022, as detailed in Attachment 2 to the report by the  
Treasury Accounting Manager dated 27 March 2021, be  
received and noted.**
- C. That the extension of COVID-19 fee relief measures  
(waivers) for the 2021-2022 financial year for footpath  
dining licence applications and renewals be adopted.**

PROPOSED FEES AND  
CHARGES TO APPLY  
FROM 1 JULY 2021

**GOVERNANCE AND  
TRANSPARENCY  
COMMITTEE – ITEM 5**

- A. That the proposed Fees and Charges for general and  
casual individual, social and coaching use court hire at  
the George Alder Tennis Centre, as detailed in Table 1 of  
the report by the Principal Officer (Sport and Recreation)  
dated 16 March 2021, be adopted with an effective date  
of 1 May 2021.**
- B. That the continuation of the proposed Fees and Charges  
for general and casual individual, social and coaching use  
court hire at the George Alder Tennis Centre, as detailed  
in Table 1 of the report by the Principal Officer (Sport  
and Recreation) dated 16 March 2021, during 2021-2022,  
be noted.**

FEES AND CHARGES  
FOR GEORGE ALDER  
TENNIS CENTRE

**GOVERNANCE AND  
TRANSPARENCY  
COMMITTEE – ITEM 6**

PROCUREMENT -  
CULTURAL  
LANDSCAPE VALUES  
INVESTIGATION  
AGREEMENT

- A. That pursuant to section 235(b) of the *Local Government Regulation 2012 (Regulation)* Council resolve it is satisfied that the exception referred to in section 235(b) of the *Regulation* applies and that Cultural Landscape Values Audits are of such a specialised nature that it would be impractical for Council to invite tenders or quotations.
- B. That Council enter into a contract with Turnstone Archaeology for the provision of Cultural Landscape Values Audits for a period of three (3) years with the maximum expenditure under this arrangement over the three years to be \$300,000 excluding GST.
- C. That the Chief Executive Officer be authorised to negotiate and finalise the terms of the contract to be executed by Council and to do any other acts necessary to implement Council's decision in accordance with section 13(3) of the *Local Government Act 2009*.

**GOVERNANCE AND  
TRANSPARENCY  
COMMITTEE – ITEM 7**

PROCUREMENT -  
PARKING MACHINES  
AND  
COMMUNICATION  
AND MANAGEMENT  
SYSTEM

- A. That Council resolve it is satisfied that the exception in 235(a) of the *Local Government Regulation 2012* applies and that Australian Parking and Revenue Control Pty Limited (APARC) is the only supplier reasonably available to provide maintenance for the current parking meter system.
- B. That Council enter into a contract with APARC for the provision of maintenance for the current parking meter system for a period of one (1) year with the option to extend for an additional two (2) one (1) year terms, at an estimated cost of \$340,000 excluding GST per annum, for three (3) years to June 2024 for the estimated sum of \$1,020,000 excluding GST.
- C. That the Chief Executive Officer be authorised to negotiate and finalise the terms of the contract to be executed by Council and to do any other acts necessary to implement Council's decision in accordance with section 13(3) of the *Local Government Act 2009*.

**GOVERNANCE AND  
TRANSPARENCY  
COMMITTEE – ITEM 8**

PROCUREMENT -  
ANNUAL SUPPORT  
AND UPGRADE

- A. That Council resolve it is satisfied under section 235(b) of the *Local Government Regulation 2012 (Regulation)* that the exception under s235(b) of the *Regulation* applies and that because of the specialised nature of the services that are sought, namely Kronos software and equipment support services and upgrade, it would be

RENEWAL - KRONOS  
SOFTWARE

impractical or disadvantageous for Council to invite quotes or tenders.

- B. That Council resolve it is satisfied to continue with, and to renew, the annual support services and upgrade for the Kronos software and equipment with Kronos from 23 May 2021 until 30 September 2021 and then for up to three (3) further one (1) year periods to allow cover until 30 September 2024, for an estimated total cost of up to \$135,000 excluding GST.
- C. That the Chief Executive Officer be authorised to negotiate and finalise the terms of the contract to be executed by Council and to do any other acts necessary to implement Council's decision in accordance with section 13(3) of the *Local Government Act 2009*.

GOVERNANCE AND  
TRANSPARENCY  
COMMITTEE – ITEM 9

PROCUREMENT -  
ENHANCEMENT,  
UPGRADE, SUPPORT  
AND SUBSCRIPTION  
RENEWAL OF  
OBJECTIVE SOFTWARE

- A. That Council enter into a contract with Objective Corporation Limited for the provision of product enhancements, continued support, upgrade and subscription renewal under s234 of the *Local Government Regulation 2012* for an estimated total cost of up to three million dollars (\$3,000,000) excluding GST for the period commencing 1 May 2021 and ending 30 June 2026.
- B. That the Chief Executive Officer be authorised to negotiate and finalise the terms of the contract to be executed by Council (including all annual renewals) and to do any other acts necessary to implement Council's decision in accordance with section 13(3) of the *Local Government Act 2009*.

GOVERNANCE AND  
TRANSPARENCY  
COMMITTEE – ITEM  
10

PROCUREMENT -  
RENEWAL OF LIQUID  
PETROLEUM GAS  
(LPG) FOR  
BUNDAMBA AND  
GOODNA AQUATIC  
CENTRES

- A. That Council resolve it is satisfied under section 235(b) of the *Local Government Regulation 2012* (regulation) that the exception under section 235(b) of the regulation applies and that Origin Energy Retail Ltd is the only supplier reasonably available to it to provide the LPG



**Supply agreement for Bundamba & Goodna Aquatic Centres for the following reasons:**

1. The number of suppliers for heating LPG is limited.
  2. The equipment at the Council Aquatic Centres is owned by the supplier and Council pays a rent and supply of gas cost.
  3. The cost to Council for a new supplier for the removal and replacement of the current infrastructure at the aquatic centres.
- B. That Council enter into a supply agreement with Origin Energy Retail Ltd for the provision of the LPG sale and supply agreement for Bundamba & Goodna Aquatic Centres for a period of twelve (12) months for the estimated sum of one hundred and fifty thousand dollars (\$150,000) excluding GST.
- C. That the Chief Executive Officer be authorised to negotiate and finalise the terms of the agreement to be executed by Council and to do any other acts necessary to implement Council's decision in accordance with section 13(3) of the *Local Government Act 2009*.

**14.3  
COMMUNITY,  
CULTURE, ARTS AND  
SPORT COMMITTEE**

Moved by Councillor Andrew Fechner:  
Seconded by Councillor Kate Kunzelmann:

**That Council adopt the recommendations of the Community, Culture, Arts and Sport Committee Report No. 2021(03) of 15 April 2021.**

**AFFIRMATIVE**

Councillors:

Harding  
Madsen  
Ireland  
Tully  
Doyle  
Fechner  
Kunzelmann  
Milligan  
Jonic

**NEGATIVE**

Councillors:

Nil

The motion was put and carried.

This block motion adopts all items of the Community, Culture, Arts and Sport Committee No. 2021(03) of 15 April 2021 as listed below, as resolutions of Council:

**COMMUNITY,  
CULTURE, ARTS AND  
SPORT COMMITTEE –  
ITEM 1**

REPORT -  
COMMUNITY,  
CULTURE, ARTS AND  
SPORT COMMITTEE  
NO. 2021(02) OF 11  
MARCH 2021

**COMMUNITY,  
CULTURE, ARTS AND  
SPORT COMMITTEE –  
ITEM 2**

PROCUREMENT:  
LIBRARY COLLECTION  
RESOURCES

**That the report of the Community, Culture, Arts and Sport Committee No. 2021(02) of 11 March 2021 be received and noted.**

- A. That pursuant to section 234 of the *Local Government Regulation 2012* (Regulation), Council utilise LGA Arrangement “Library Resources (Goods and Services) LB284” by Local Buy Pty Ltd for the provision of physical library collection resources (Council reference 15900), with James Bennett Pty Limited (Supplier) who is a party to the LGA Arrangement, as detailed in this report by the Goods and Services Category Specialist dated 25 March 2021.
- B. That under the LGA Arrangement with the Supplier, the estimated purchase price is \$4,982,000 excluding GST over the entire term, the end date of the initial term being 30 June 2023, with the option to extend at the discretion of Local Buy Pty Ltd for an additional two (2) twelve (12) month terms.
- C. That Council may enter into ancillary contractual arrangements with the Supplier, as allowed by the LGA Arrangement.
- D. That pursuant to section 257(1)(b) of the *Local Government Act 2009*, Council delegate to the Chief Executive Officer the power to take “*contractual action*” pursuant to section 238 of the Regulation, in order to implement Council’s decision, however the delegation does not allow for options for extension to be offered in any ancillary contractual arrangements other than those already allowed for under the LGA Arrangement.
- E. That the report be updated to include the annual contributions from the Queensland State Government.

**COMMUNITY,  
CULTURE, ARTS AND  
SPORT COMMITTEE –  
ITEM 3**

INVESTIGATE A NON-  
EXCLUSIVE  
ARRANGEMENT WITH  
PLAYGROUP  
QUEENSLAND AND  
ADDITIONAL USES  
FOR THE FACILITY AT  
56 HAROLD  
SUMMERVILLES  
ROAD, KARALEE

- A. That Council receive and note the contents of this report.
- B. That Council enter into a Lease with Playgroup Queensland Ltd as per the recommendations from the report presented at the Governance and Transparency Committee No. 2020(03) dated 15 October, 2020 as outlined Recommendations C, D and E below:
- C. That Council resolve pursuant to the *Local Government Regulation 2012* (the Regulation) that the exception under sections 236(1)(b)(ii) and 236(2) of the Regulation apply to the disposal of the leasehold interest located over part of 56 Harold Summervilles Road, Karalee described as Lease D on Lot 1 on RP170788 on SP216939 (“the land”), by way of a lease between Council and Playgroup Queensland Ltd for a consideration.
- D. That Council enter into a Lease with Playgroup Queensland Ltd (“the lessee”) for a five (5) year term.
- E. That under s257 of the *Local Government Act 2009*, Council resolve to delegate the power to the Chief Executive Officer to authorise and negotiate the terms of the Lease to be executed by Council with Playgroup Queensland Ltd and to do any other acts necessary to implement Council’s decision.

**COMMUNITY,  
CULTURE, ARTS AND  
SPORT COMMITTEE –  
ITEM 4**

MAJOR COMMUNITY  
EVENT SPONSORSHIP  
- IPSWICH SHOW

That the Ipswich Show Society receive \$40,000 ex GST cash support and up to \$5,000 in kind support for the 2021 Ipswich Show.

**COMMUNITY,  
CULTURE, ARTS AND  
SPORT COMMITTEE –  
ITEM 5**

QUARTERLY EVENT  
SPONSORSHIP AND  
TICKET ALLOCATION  
REPORT

- A. That Council note that the following event sponsorships were approved in the January – March 2021 period:
  - a. Event Sponsorships over \$15,000 ex GST endorsed by council:
    - 1. Ipswich Turf Club - \$20,000 ex GST financial support and additional in-kind support of star pickets and covers, rammer and rolls of barrier mesh (all to be returned at no cost to council) for the 2021 Ipswich Cup.

2. Limestone Events Inc. - \$10,000 ex GST cash support and the following in-kind support valued at \$12,000 ex GST for The Gathering:
  - Inclusion of a two page feature in Council's seasonal Quarterly Guide;
  - Inclusion on the Council funded Mt Ommaney Billboard promoting 2021 'Ipswich Festivals' initiatives;
  - Erection of (existing) street banners along Brisbane Road to promote the event;
  - Support from two staff from the City Events team during event delivery.
- b. Event Sponsorships under \$15,000 ex GST approved by the General Manager, Community, Culture and Economic Development:
  1. Rocky Trail Entertainment Limited - \$3,500 annually for 3 years – total \$10,500 ex GST for the Rocky Trail Fox Superflow Ipswich Enduro.
  2. Ipswich District Teacher-Librarian Network - \$14,437.50 combined cash and in-kind support for the StoryArts Festival as follows:
    - \$6,000.00 ex GST financial support (venue fees and family performance fees)
    - \$6,437.50 incl GST in-kind support (waiving of Ipswich Civic Centre venue hire)
    - \$2,000.00 in-kind support (two page feature in Council's quarterly guide)
- B. That council note that there were no event sponsorship related ticket allocations made to Councillors or council staff during this period.

**COMMUNITY,  
CULTURE, ARTS AND  
SPORT COMMITTEE –  
ITEM 6**

COMMUNITY  
FUNDING AND  
SUPPORT  
ALLOCATIONS STATUS  
REPORT 1 JULY 2020  
TO 29 MARCH 2021

That the report concerning the year-to-date allocation of Council's Community Funding and Support Programs from July 2020 to March 2021 be received and the contents noted.

**14.4  
ECONOMIC AND  
INDUSTRY  
DEVELOPMENT  
COMMITTEE**

Moved by Councillor Nicole Jonic:  
Seconded by Deputy Mayor Marnie Doyle:

**That Council adopt the recommendations of the  
Economic and Industry Development Committee Report  
No. 2021(03) of 15 April 2021.**

**AFFIRMATIVE**

Councillors:

Harding

Madsen

Ireland

Tully

Doyle

Fechner

Kunzelmann

Milligan

Jonic

**NEGATIVE**

Councillors:

Nil

The motion was put and carried.

This block motion adopts all items of the Economic and Industry Development Committee No. 2021(03) of 15 April 2021 as listed below, as resolutions of Council:

**ECONOMIC AND  
INDUSTRY  
DEVELOPMENT  
COMMITTEE – ITEM 1**

**That the report of the Economic and Industry  
Development Committee No. 2021(02) of 11 March 2021  
be received and noted.**

REPORT - ECONOMIC  
AND INDUSTRY  
DEVELOPMENT  
COMMITTEE NO.  
2021(02) OF 11  
MARCH 2021

**ECONOMIC AND  
INDUSTRY  
DEVELOPMENT  
COMMITTEE – ITEM 2**

**That the presentation be received and noted.**

PRESENTATION -  
QUEENSLAND SMALL  
BUSINESS MONTH  
ACTIVITIES AND  
EVENTS

**14.5  
ENVIRONMENT AND  
SUSTAINABILITY  
COMMITTEE**

Moved by Councillor Russell Milligan:  
Seconded by Councillor Andrew Fechner:

**That Council adopt the recommendations of the  
Environment and Sustainability Committee Report  
No. 2021(03) of 15 April 2021.**

**AFFIRMATIVE**

Councillors:

Harding  
Madsen  
Ireland  
Tully  
Doyle  
Fechner  
Kunzelmann  
Milligan  
Jonic

**NEGATIVE**

Councillors:

Nil

The motion was put and carried.

This block motion adopts all items of the Environment and Sustainability Committee No. 2021(03) of 15 April 2021 as listed below, as resolutions of Council:

**ENVIRONMENT AND  
SUSTAINABILITY  
COMMITTEE – ITEM 1**

**That the report of the Environment and Sustainability  
Committee No. 2021(02) of 11 March 2021 be received  
and noted.**

REPORT -  
ENVIRONMENT AND  
SUSTAINABILITY  
COMMITTEE NO.  
2021(02) OF  
11 MARCH 2021

**ENVIRONMENT AND  
SUSTAINABILITY  
COMMITTEE – ITEM 2**

LITTLE LIVERPOOL  
RANGE INITIATIVE  
UPDATE

- A. That Council extend the partnership with the Turner Family Foundation and Queensland Trust for Nature in the Little Liverpool Range Initiative for an additional 12 months.**
- B. That Council contribute a further \$14,800 in the 2021-2022 budget towards co-funding the continued employment of the Little Liverpool Range Initiative Project Officer.**

At 9.21 am Councillors Jacob Madsen and Andrew Fechner left the meeting room due to previously declared interests in Item 14.6.

**14.6  
IPSWICH CENTRAL  
REDEVELOPMENT  
COMMITTEE**

Moved by Deputy Mayor Marnie Doyle:  
Seconded by Councillor Kate Kunzelmann:

**That Council adopt the recommendations of the Ipswich Central Redevelopment Committee Report No. 2021(03) of 15 April 2021.**

**AFFIRMATIVE**

Councillors:

Harding

Ireland

Tully

Doyle

Kunzelmann

Milligan

Jonic

**NEGATIVE**

Councillors:

Nil

All Councillors except Councillors Jacob Madsen and Andrew Fechner were present when the vote was taken.

The motion was put and carried.

This block motion adopts all items of the Ipswich Central Redevelopment Committee No. 2021(03) of 15 April 2021 as listed below, as resolutions of Council:

**IPSWICH CENTRAL  
REDEVELOPMENT  
COMMITTEE – ITEM 1**

**That the report of the Ipswich Central Redevelopment Committee No. 2021(02) of 11 March 2021 be received and noted.**

REPORT - IPSWICH  
CENTRAL  
REDEVELOPMENT  
COMMITTEE NO.  
2021(02) OF  
11 MARCH 2021

**IPSWICH CENTRAL  
REDEVELOPMENT  
COMMITTEE – ITEM 2**

**That the Retail Sub-project Steering Committee Report No. 9 for March 2021 be received and the contents noted.**

RETAIL SUB-PROJECT  
STEERING  
COMMITTEE REPORT  
NO. 9 - MARCH 2021

**IPSWICH CENTRAL  
REDEVELOPMENT  
COMMITTEE – ITEM 3**

**A. That the Nicholas Street Precinct Executive Report No. 26 for March 2021 be received and the contents noted.**

NICHOLAS STREET  
PRECINCT EXECUTIVE

REPORT NO. 26  
MARCH 2021

**IPSWICH CENTRAL  
REDEVELOPMENT  
COMMITTEE – ITEM 4**

NICHOLAS STREET  
PRECINCT  
COMMUNICATIONS,  
ENGAGEMENT AND  
ACTIVATION  
MONTHLY REPORT

**B. That council officers consult with councillors regarding artworks on the Ground Floor, Level 1 and Level 8 of 1 Nicholas Street, Ipswich.**

**That the Nicholas Street Precinct: Communications, Engagement and Activation Monthly Report be received and the contents noted.**

At 9.32 am Councillors Jacob Madsen and Andrew Fechner returned to the meeting room.

**ADJOURN MEETING**

Moved by Mayor Teresa Harding:

That the meeting be adjourned at 9.33 am to reconvene at 9.45 am.

**AFFIRMATIVE**

Councillors:

Harding

Madsen

Ireland

Tully

Doyle

Fechner

Kunzelmann

Milligan

Jonic

**NEGATIVE**

Councillors:

Nil

**The meeting reconvened at 9.45 am.**

**15. OFFICERS' REPORTS**

**15.1  
APPOINTMENT OF  
DEPUTY MAYOR**

Moved by Councillor Nicole Jonic:

Seconded by Councillor Sheila Ireland:

**A. That in line with the intent of the resolution dated 27 April 2020, Council declare the office of the Deputy Mayor vacant.**

**AFFIRMATIVE**

Councillors:

Harding

**NEGATIVE**

Councillors:

Tully



Madsen	Doyle
Ireland	Fechner
Milligan	Kunzelmann
Jonic	

The motion was put and carried.

Moved by Councillor Marnie Doyle:

Seconded by Councillor Andrew Fechner:

- B. That Council nominate Councillor Marnie Doyle as Deputy Mayor.

Councillor Sheila Ireland foreshadowed that she would move an alternate motion in the event that Councillor Marnie Doyle's motion was lost.

- B. That Council nominate Councillor Nicole Jonic as Deputy Mayor.

AFFIRMATIVE	NEGATIVE
Councillors:	Councillors:
Tully	Harding
Doyle	Madsen
Fechner	Ireland
Kunzelmann	Milligan
	Jonic

The original motion was put and lost.

**FORESHADOWED  
MOTION**

Moved by Councillor Sheila Ireland:

Seconded by Councillor Russell Milligan:

- B. That council nominate Councillor Nicole Jonic as Deputy Mayor.

**VARIATION TO  
MOTION**

Councillor Paul Tully proposed a variation to the motion:

That council nominate Councillor Nicole Jonic as Deputy Mayor until the ordinary council meeting in April 2022.

The mover and seconder of the original motion agreed to the proposed variation.

**FURTHER VARIATION  
TO MOTION**

Councillor Russell Milligan proposed a further variation to the motion:

That council appoint Councillor Nicole Jonic as Deputy Mayor until the ordinary council meeting in April 2022.

The mover and seconder of the original motion agreed to the proposed variation.

Moved by Councillor Sheila Ireland:  
Seconded by Councillor Russell Milligan:

- B. That council appoint Councillor Nicole Jonic as Deputy Mayor until the ordinary council meeting in April 2022.**

AFFIRMATIVE	NEGATIVE
Councillors:	Councillors:
Harding	Tully
Madsen	Doyle
Ireland	Fechner
Milligan	Kunzelmann
Jonic	

The motion was put and carried.

**15.2  
ADOPTION OF  
iFUTURE - IPSWICH  
CITY COUNCIL'S  
CORPORATE PLAN  
2021-2026**

Moved by Councillor Kate Kunzelmann:  
Seconded by Councillor Russell Milligan:

- A. That Council adopt iFuture as its Corporate Plan for 2021-2026 effective from 1 July 2021, as detailed in Attachment 1, replacing Council's Advance Ipswich Plan and Corporate Plan 2017-2022.**
- B. That the Chief Executive Officer be authorised to update the Corporate Plan for 2021-2026 with any minor administrative changes as required.**

AFFIRMATIVE	NEGATIVE
Councillors:	Councillors:
Harding	Nil
Madsen	
Ireland	
Tully	
Doyle	
Fechner	
Kunzelmann	
Milligan	
Jonic	

The motion was put and carried.

**15.3  
CEO ORGANISATION  
PERFORMANCE  
REPORT FOR MARCH  
2021**

Moved by Councillor Andrew Fechner:  
Seconded by Councillor Russell Milligan:

**That the report be received and the contents noted.**

**AFFIRMATIVE**

Councillors:

Harding

Madsen

Ireland

Tully

Doyle

Fechner

Kunzelmann

Milligan

Jonic

**NEGATIVE**

Councillors:

Nil

The motion was put and carried.

**15.4  
MONTHLY FINANCIAL  
PERFORMANCE  
REPORT - MARCH  
2021**

Moved by Councillor Andrew Fechner:  
Seconded by Deputy Mayor Nicole Jonic:

**That the report on Council's financial performance for the period ending 31 March 2021, submitted in accordance with section 204 of the *Local Government Regulation 2012*, be considered and noted by Council.**

**AFFIRMATIVE**

Councillors:

Harding

Madsen

Ireland

Tully

Doyle

Fechner

Kunzelmann

Milligan

Jonic

**NEGATIVE**

Councillors:

Nil

The motion was put and carried.

**15.5  
UPDATED ASSET  
ACCOUNTING POLICY**

Moved by Councillor Andrew Fechner:  
Seconded by Deputy Mayor Nicole Jonic:

**That the revised Asset Accounting Policy, as detailed in Attachment 1, be adopted.**

**AFFIRMATIVE**

Councillors:

Harding  
Madsen  
Ireland  
Tully  
Doyle  
Fechner  
Kunzelmann  
Milligan  
Jonic

**NEGATIVE**

Councillors:

Nil

The motion was put and carried.

**15.6  
PROMOTION OF  
GREEN WASTE BINS  
AT IPSWICH SHOW**

**RECOMMENDATION**

That Council endorse the following promotion which is proposed to be offered during the Ipswich Show, being:

- For residents who sign up to Council's "opt-in" green waste service during the Ipswich Show period (14-16 May 2021), they will receive up to 6 weeks free service. Effectively, the resident will receive a green waste service from mid-May 2021, with the annual normal charge commencing from 1 July 2021 to 30 June 2022.

**VARIATION TO  
MOTION**

Councillor Paul Tully proposed a variation to the motion:

That the word 'commencing' where appearing on the last line of the recommendation be replaced with the word 'applied' and that the words 'to 30 June 2022' where appearing in the last line of the recommendation be removed.

Moved by Councillor Russell Milligan:  
Seconded by Deputy Mayor Nicole Jonic:

**That Council endorse the following promotion which is proposed to be offered during the Ipswich Show, being:**

- **For residents who sign up to Council's "opt-in" green waste service during the Ipswich Show period (14-16 May 2021), they will receive up to 6 weeks free service. Effectively, the resident will receive a green waste service from mid-May 2021, with the annual normal charge applied from 1 July 2021.**

**AFFIRMATIVE**

Councillors:

Harding

Madsen

Ireland

Tully

Doyle

Fechner

Kunzelmann

Milligan

Jonic

**NEGATIVE**

Councillors:

Nil

The motion was put and carried.

At 10.21 am Councillor Andrew Fechner left the meeting room due to a previously declared interest in Item 15.7.

**15.7**

**PROPOSED RENEWAL  
OF LEASE OVER 116  
BRISBANE STREET,  
IPSWICH TO RAJESH  
SHARMA**

**RECOMMENDATION**

- A. That Council resolve to apply the exception under section 236(1)(c)(iii) of the *Local Government Regulation 2012* (Qld) and renew the existing lease, over part of 116 Brisbane Street, Ipswich and described as Lease C in Lot 12 on SP103223 ("the land") to Mr Rajesh Sharma as the "Existing Tenant" of the land.
- B. That Council enter into a new Lease with Rajesh Sharma ("the lessee") for a period of 3 (three) years, or alternatively, for a period of 5 (five) years.
- C. That pursuant to section 257(1)(b) of the *Local Government Act 2009*, Council delegate to the Chief Executive Officer the power to take "contractual action" pursuant to section 238 of the Regulation, in order to implement Council's decision.

Moved by Mayor Teresa Harding:  
Seconded by Councillor Marnie Doyle:

- A. That Council resolve to apply the exception under section 236(1)(c)(iii) of the *Local Government Regulation 2012* (Qld) and renew the existing lease, over part of | 116 Brisbane Street, Ipswich and described as Lease C in Lot 12 on SP103223 (“the land”) to Mr Rajesh Sharma as the “Existing Tenant” of the land.**
- B. That Council enter into a new Lease with Rajesh Sharma (“the lessee”) for a period of 5 (five) years.**
- C. That pursuant to section 257(1)(b) of the *Local Government Act 2009*, Council delegate to the Chief Executive Officer the power to take “contractual action” pursuant to section 238 of the Regulation, in order to implement Council’s decision.**

AFFIRMATIVE

Councillors:

Harding

Madsen

Ireland

Tully

Doyle

Kunzelmann

Milligan

Jonic

NEGATIVE

Councillors:

Nil

All Councillors except Councillor Andrew Fechner were present when the vote was taken.

The motion was put and carried.

**16. NOTICE OF  
MOTION**

Nil

**17. QUESTIONS ON  
NOTICE**

Nil

**MEETING CLOSED**

The meeting closed at 10.23 am

“These minutes are subject to confirmation at the next scheduled Council Ordinary Meeting”

**GROWTH INFRASTRUCTURE AND WASTE COMMITTEE NO. 2021(04)**

**13 MAY 2021**

REPORT OF THE GROWTH INFRASTRUCTURE AND WASTE COMMITTEE  
FOR THE COUNCIL

**COUNCILLORS' ATTENDANCE:** Mayor Teresa Harding (Chairperson); Councillors Paul Tully (Deputy Chairperson), Sheila Ireland, Jacob Madsen, Marnie Doyle, Andrew Fechner, Kate Kunzelmann, Russell Milligan and Deputy Mayor Nicole Jonic

**COUNCILLOR'S APOLOGIES:** Nil

**OFFICERS' ATTENDANCE:** Acting Chief Executive Officer (Sonia Cooper), General Manager Community, Cultural and Economic Development (Ben Pole), General Manager Planning and Regulatory Services (Peter Tabulo), Acting General Manager Coordination and Performance (Barbara Dart), Acting General Manager Corporate Services (Jeff Keech), Acting General Manager Infrastructure and Environment (Sean Madigan), Manager Economic and Community Development (Cat Matson), Manager Development Planning (Anthony Bowles), Chief of Staff (Melissa Fitzgerald), Senior Engineer Traffic Systems (Josh Ellis), Senior Digital Content Officer (Brenton Waters), Community Development Manager (Melissa Dower), Manager Infrastructure Strategy (Tony Dileo), Council Liaison Officer (Karen Murray) and Theatre Technician (Harrison Cate)

**DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA**

Nil

**BUSINESS OUTSTANDING**

Nil

**CONFIRMATION OF MINUTES**

1. **CONFIRMATION OF MINUTES OF THE GROWTH INFRASTRUCTURE AND WASTE COMMITTEE NO. 2021(03) OF 15 APRIL 2021**

**DECISION**

Moved by Councillor Andrew Fechner:

Seconded by Councillor Russell Milligan:

**That the Minutes of the Meeting held on 15 April 2021 be confirmed.**

**AFFIRMATIVE**

Councillors:

Harding

Tully

Ireland

Madsen

Doyle

Fechner

Kunzelmann

Milligan

Jonic

**NEGATIVE**

Councillors:

Nil

The motion was put and carried.

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**OFFICERS' REPORTS**

2. DEVELOPMENT APPLICATION RECOMMENDATION - 191 AND LOT 4 WHITWOOD ROAD, 62 AUSTIN STREET 217 BARCLAY STREET NEW CHUM, 6216/2018/MAMC/A, MINOR CHANGE TO SPECIAL INDUSTRY (CHEMICAL MANUFACTURING) & ERA 7 - CHEMICAL MANUFACTURING

This is a report concerning a minor change request to development application number 6216/2018/MCU for Material Change of Use - Special Industry (Chemical Manufacturing) and Environmentally Relevant Activity (ERA) 7 - Chemical Manufacturing at 191 and Lot 4 Whitwood Road, 62 Austin Street and 217 Barclay Street, NEW CHUM QLD 4303. The application seeks amendments to the approved plans for the development, amendments to two (2) conditions of approval and amendments to the Infrastructure Charges Notice.

The subject application requires review and determination by this committee in accordance with the Framework for Development Applications and Related Activities Policy as the original application attracted more than 20 properly made submissions objecting to the proposed development.

The minor change request is recommended to be approved.

**DECISION**

Moved by Councillor Sheila Ireland:

Seconded by Deputy Mayor Nicole Jonic:



**That Council approve development application no. 6216/2018/MAMC/A subject to conditions as detailed in Attachment 2 - Change Approval Decision Notice and Attachment 3 - Approved Plans.**

AFFIRMATIVE

Councillors:

Harding

Tully

Ireland

Madsen

Doyle

Fechner

Kunzelmann

Milligan

Jonic

NEGATIVE

Councillors:

Nil

The motion was put and carried.

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2.1. MATTER TAKEN ON NOTICE – FREQUENCY OF COMPLIANCE INSPECTIONS

Councillor Marnie Doyle queried the terms and conditions of the state government approval and how often government officers would be on-site conducting compliance checks in relation to Development Application No. 6216/2018/MAMC/A.

**That the Manager Development Planning provide information to councillors on the frequency of officers from local and state government conducting inspections for compliance rather than being reactive and relying on complaints from the public.**

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3. IPSWICH CITY CENTRE PARKING TRIAL OUTCOMES

This is a report concerning the outcomes of the Ipswich City Centre parking trials that were endorsed by Council at its Ordinary Meeting of 30 June 2020. More specifically recommendations D & E (below) of the 'City of Ipswich Parking Pricing Strategy' General Purposes Committee report prepared by the Transport Planner (Transport Planning) dated 20 May 2020.

*D. 'That Council commence a 6 month trial of a 15 minute free parking 'grace' period for parking areas within the Ipswich City Centre as outlined in the report by the Transport Planner (Transport Planning) dated 20 May 2020 and schedule the 6 month trial to commence in October 2020 following community notification'.*

- E. *‘That Council commence a 6 month trial regarding the removal of Saturday timed and priced parking within the Ipswich City Centre as outlined in the report by the Transport Planner (Transport Planning) dated 20 May 2020 and schedule the 6 month trial to commence in October 2020 following community notification’*

**DECISION**

Moved by Councillor Marnie Doyle:  
Seconded by Councillor Russell Milligan:

- A. **That the report be received and the contents noted.**
- B. **That the 15-minute free parking ‘grace’ period for parking areas within the Ipswich City Centre, as outlined in the report by the Senior Engineer (Traffic Systems) dated 20 April 2021, remain in effect.**
- C. **That no timed and priced parking on Saturdays within the Ipswich City Centre, as outlined in the report by the Senior Engineer (Traffic Systems) dated 20 April 2021, remain in effect.**

**AFFIRMATIVE**

Councillors:

Harding

Tully

Ireland

Madsen

Doyle

Fechner

Kunzelmann

Milligan

Jonic

**NEGATIVE**

Councillors:

Nil

The motion was put and carried.

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4. **IED CAPITAL PORTFOLIO FINANCIAL PERFORMANCE REPORT - MARCH 2021**

This is a report concerning Infrastructure and Environment Department’s (IED) capital portfolio financial performance for the period ending 31 March 2021.

**DECISION**

Moved by Councillor Russell Milligan:  
Seconded by Councillor Marnie Doyle:

**That the monthly financial performance report on the Infrastructure and Environment Department’s Capital Portfolio Budget for 2020-2021 be received**

**and the contents noted.**

**AFFIRMATIVE**

Councillors:

Harding

Tully

Ireland

Madsen

Doyle

Fechner

Kunzelmann

Milligan

Jonic

**NEGATIVE**

Councillors:

Nil

The motion was put and carried.

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5. **EXERCISE OF DELEGATION REPORT**

This is a report concerning applications that have been determined by delegated authority 26 March 2021 to 27 April 2021.

**DECISION**

Moved by Councillor Andrew Fechner:

Seconded by Councillor Kate Kunzelmann:

**That the report be received and the contents noted.**

**AFFIRMATIVE**

Councillors:

Harding

Tully

Ireland

Madsen

Doyle

Fechner

Kunzelmann

Milligan

Jonic

**NEGATIVE**

Councillors:

Nil

The motion was put and carried.

6. PLANNING AND ENVIRONMENT COURT ACTION STATUS REPORT

This is a report concerning a status update with respect to current Planning and Environment Court actions associated with development planning applications

**DECISION**

Moved by Councillor Andrew Fechner:  
Seconded by Councillor Kate Kunzelmann:

**That the report be received and the contents noted.**

AFFIRMATIVE

Councillors:

Harding

Tully

Ireland

Madsen

Doyle

Fechner

Kunzelmann

Milligan

Jonic

NEGATIVE

Councillors:

Nil

The motion was put and carried.

Councillor Sheila Ireland advised the meeting that in relation to Item 6 titled Planning and Environment Court Action Status Report that the reference at the end of the report referring to 'Division 8' is incorrect and should be changed to 'Division 1'.

Attachments

1. Attachment 1 - Planning and Environment Court Action Status Report with updated division included

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**NOTICE OF MOTION**

Nil

**MATTERS ARISING**

Nil

**PROCEDURAL MOTIONS AND FORMAL MATTERS**

The meeting commenced at 9.00 am.

The meeting closed at 9.25 am.





**GOVERNANCE AND TRANSPARENCY COMMITTEE NO. 2021(04)**

**13 MAY 2021**

REPORT OF THE GOVERNANCE AND TRANSPARENCY COMMITTEE  
FOR THE COUNCIL

**COUNCILLORS' ATTENDANCE:** Councillor Jacob Madsen (Chairperson); Councillors Russell Milligan (Deputy Chairperson), Mayor Teresa Harding, Marnie Doyle, Kate Kunzelmann

Deputy Mayor Nicole Jonic was not present at commencement of the meeting

**COUNCILLOR'S APOLOGIES:** Nil

**OFFICERS' ATTENDANCE:** Acting Chief Executive Officer (Sonia Cooper), Acting General Manager Infrastructure and Environment (Sean Madigan), General Manager Planning and Regulatory Services (Peter Tabulo), Acting General Manager Coordination and Performance (Barbara Dart), Senior Policy and Communications Officer (David Shaw), Manager Procurement (Richard White), Council Liaison Officer (Karen Murray), Community Development Manager (Melissa Dower), Senior Digital Content Officer (Brenton Waters), Manager Libraries and Customer Services (Samantha Chandler), Customer Contact Centre Coordinator (Sam Pengelly), Manager Economic and Community Development (Cat Matson) and Theatre Technician (Harrison Cate)

**DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA**

Nil

**BUSINESS OUTSTANDING**

Nil

**CONFIRMATION OF MINUTES**

1. **REPORT - GOVERNANCE AND TRANSPARENCY COMMITTEE NO. 2021(03) OF 15 APRIL 2021**

**RECOMMENDATION**

Moved by Councillor Russell Milligan:  
Seconded by Councillor Kate Kunzelmann:

**That the report of the Governance and Transparency Committee No. 2021(03) of 15 April 2021 be received and noted.**

AFFIRMATIVE

Councillors:

Madsen

Milligan

Harding

Doyle

Kunzelmann

NEGATIVE

Councillors:

Nil

The motion was put and carried.

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### **OFFICERS' REPORTS**

#### **2. QUEENSLAND AUDIT OFFICE 2021 INTERIM AUDIT REPORT**

This is a report concerning the Queensland Audit Office (QAO) 2021 interim audit report for the financial year ending 30 June 2021 detailing the results of QAO's interim work performed between 8 March to 26 March 2021, including a review of relevant information systems controls.

Deputy Mayor Nicole Jonic arrived at the meeting at 9.38 am.

#### **RECOMMENDATION**

Moved by Mayor Teresa Harding (Mayor):

Seconded by Councillor Russell Milligan:

**That the Queensland Audit Office 2021 Interim Audit Report, as detailed in Attachment 1, be received and the contents noted.**

AFFIRMATIVE

Councillors:

Madsen

Milligan

Harding

Doyle

Kunzelmann

Jonic

NEGATIVE

Councillors:

Nil

The motion was put and carried.



3. KANOPY PPU FILM & VIDEO STREAMING RESOURCE

This is a report seeking Council resolution by Ipswich City Council (Council) to continue the annual subscription for Councils Pay-Per-Use (PPU) Film and Video Streaming resource with Kanopy Inc. Kanopy is a global resource that provides high quality content including films, documentaries and educational courses (Great Courses). It also includes content for children via Kanopy Kids. Offering over 19,000 film and video titles, Kanopy has a growing popularity with library members.

Kanopy is meeting Council's performance expectations for the provision of PPU Film and Video streaming resources. The total cost for a further three (3) year term covering the period from 1 July 2021 to 30 June 2024 is estimated at fifty-four thousand dollars (\$54,000) excluding GST. This figure is based on budget forecast for the period of 1 July 2021 to 30 June 2022 with a 30% growth buffer factored in for the last two (2) years of the term requested.

RECOMMENDATION

Moved by Mayor Teresa Harding:

Seconded by Councillor Marnie Doyle:

- A. **That pursuant to Section 235(b) of the *Local Government Regulation 2012* (Regulation), Council resolve that because of the specialised nature of the services that are sought, it would be impractical to invite quotes or tenders for the provision of pay per use film and video streaming resources.**
- B. **That Council enter into a contractual arrangement (Council reference 16575) with Kanopy Inc., at an expected purchase price of fifty-four thousand dollars (\$54,000) excluding GST over the entire term, being a term of three (3) years with no options to extend.**
- C. **That pursuant to Section 257(1)(b) of the *Local Government Act 2009*, Council resolve to delegate to the Chief Executive Officer the power to take 'contractual action' pursuant to Section 238 of the Regulation, in order to implement Council's decision.**

AFFIRMATIVE

Councillors:

Madsen

Milligan

Harding

Doyle

Kunzelmann

Jonic

NEGATIVE

Councillors:

Nil

The motion was put and carried.

4. PROCUREMENT - STUDIOSTY SUBSCRIPTION RENEWAL

This is a report seeking a Council resolution by Ipswich City Council (Council) to continue the annual subscription for Council's online education resource with Studiosity Pty Ltd.

Studiosity Pty Ltd provides an online education resource service to Council. These services have been embedded within the Library sector for the past ten (10) years and are deemed an essential resource for Council's Library members. Studiosity Pty Ltd provides an online education resource that is freely accessed by Ipswich Library members and offer a service for which there is no comparable alternatives in the market.

Studiosity provides free live study help for Library members via remote access. This resource delivers assistance with maths, English, science, assignment research and study skills for grades 3 to 12 and TAFE.

Studiosity is meeting Council's performance expectations for the provision of Council Libraries online education resource. The total cost for a further three (3) year term covering the period from 1 July 2021 to 30 June 2024 is estimated at ninety-nine thousand dollars (\$99,000) excluding GST this figure is based on budget forecast provided by the Library. The 2021-2022 budget is \$30,000, 2022-2023 budget is \$33,000 and 2023-2024 budget is \$36,000

RECOMMENDATION

- A. That pursuant to Section 235(b) of the *Local Government Regulation 2012* (Regulation), Council resolve that because of the specialised nature of the services that are sought, it would be impractical to invite quotes or tenders for the provision of on-demand online study help services.
- B. That Council enter into a contractual arrangement (Council reference 16522) with Studiosity Pty Ltd, at an expected purchase price of \$99,000.00 excluding GST over the entire term, being a term of three (3) years, with no options to extend.
- C. That pursuant to Section 257(1)(b) of the *Local Government Act 2009*, Council resolve to delegate to the Chief Executive Officer the power to take 'contractual action' pursuant to Section 238 of the Regulation in order to implement Council's decision.

MOTION TO LAY THE MATTER ON THE TABLE

Moved by Mayor Teresa Harding (Mayor):  
Seconded by Councillor Kate Kunzelmann:

**That the matter lay on the table for two months until 8 July 2021.**

AFFIRMATIVE

Councillors:

Madsen

Milligan

Harding

Doyle

Kunzelmann

Jonic

NEGATIVE

Councillors:

Nil

The motion was put and carried.

---

5. PROCUREMENT - WATERRIDE CLOUD SUBSCRIPTION FOR FLOOD FORECASTING

This is a report seeking a resolution by Ipswich City Council (Council) to enter into a new agreement with Council's current vendor Worley Services Pty Ltd (Worley) to transition from the older, locally installed WaterRIDE flood forecasting and floodplain mapping software currently in use at Council to a cloud based technology offering of the product in order to provide a real time, readily accessed solution to Council for efficient forecast and appropriate response decision making processes in relation to anticipated or actual emergency flood situations.

Worley is a worldwide team of consultants, engineers, construction workers and data scientists who have an Australian Headquarters. Worley currently have an employee operating out of neighbouring Local Government Council, Logan City Council, in order to provide local support to Councils in the region. Their specialised WaterRIDE flood forecasting and floodplain mapping software has been in use at Council since 2013, contract reference 13-14-110. The continued use of their software is considered essential to Council, with a transition to the current cloud-based technology offering.

Worley is meeting Council's performance expectations for the provision of flood forecasting and floodplain technology solutions used by Council.

A resolution of Council is sought to enter into a new contract with Worley for the provision of the current technology WaterRIDE cloud solution and other related ancillary items as required for an initial three (3) year term from 1 July 2021 until 30 June 2024, and then for up to two (2) further one (1) year periods until 30 June 2026. This is an estimated total cost of up to five hundred and eleven thousand dollars (\$511,000) excluding GST if all annual renewal options are exercised up until 30 June 2026.

RECOMMENDATION

Moved by Councillor Marnie Doyle:

Seconded by Councillor Kate Kunzelmann:

- A. That pursuant to Section 235(b) of the *Local Government Regulation 2012* (Regulation), Council resolve that because of the specialised nature of the services that are sought, it would be impractical to invite quotes or tenders for the provision of a proprietary WaterRIDE flood forecasting software solution.
- B. That Council enter into a contractual arrangement (Council reference 16593) with Worley Services Pty Ltd, at an expected purchase price of five hundred and eleven thousand dollars (\$511,000) excluding GST over the entire term, being an initial term of three (3) years, with the option to extend at the discretion of Council, for an additional two (2) x one (1) year terms.
- C. That pursuant to Section 257(1)(b) of the *Local Government Act 2009*, Council resolve to delegate to the Chief Executive Officer the power to take 'contractual action' pursuant to Section 238 of the Regulation, in order to implement Council's decision. The delegation does include the power to exercise one or all of the options to extend (if any are outlined in the preceding recommendations).

AFFIRMATIVE

Councillors:

Madsen

Milligan

Harding

Doyle

Kunzelmann

Jonic

NEGATIVE

Councillors:

Nil

The motion was put and carried.

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**NOTICES OF MOTION**

Nil

**MATTERS ARISING**

Nil

**PROCEDURAL MOTIONS AND FORMAL MATTERS**

The meeting commenced at 9.37 am.

The meeting closed at 9.46 am.

**COMMUNITY, CULTURE, ARTS AND SPORT COMMITTEE NO. 2021(04)**

**13 MAY 2021**

REPORT OF THE COMMUNITY, CULTURE, ARTS AND SPORT COMMITTEE  
FOR THE COUNCIL

**COUNCILLORS' ATTENDANCE:** Councillor Andrew Fechner (Chairperson); Councillors Kate Kunzelmann (Deputy Chairperson), Mayor Teresa Harding, Jacob Madsen, Deputy Mayor Nicole Jonic and Marnie Doyle (Observer)

**COUNCILLOR'S APOLOGIES:** Nil

**OFFICERS' ATTENDANCE:** Acting Chief Executive Officer (Sonia Cooper), General Manager Planning and Regulatory Services (Peter Tabulo), Acting General Manager Corporate Services (Jeff Keech), General Manager Community, Cultural and Economic Development (Ben Pole), Acting General Manager Coordination and Performance (Barbara Dart), Council Liaison Officer (Karen Murray), Manager Economic and Community Development (Cat Matson), Senior Policy and Communications Officer (David Shaw), Community Development Manager (Melissa Dower), Customer Contact Centre Coordinator (Sam Pengelly), Manager Libraries and Customer Services (Samantha Chandler), Manager Marketing and Promotions (Carly Gregory), Manager Community and Cultural Services (Don Stewart), City Events Manager (Joanna Jordan), Native Title and Cultural Heritage Officer (Tina Longford), Senior Digital Content Officer (Brenton Waters) and Theatre Technician (Harrison Cate)

**DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA**

In accordance with section 150EQ of the *Local Government Act 2009*, Deputy Mayor Nicole Jonic informed the meeting that she has a declarable conflict of interest in Item 4 titled Event Sponsorship – 2021 Winternationals.

The name of the related party is Willowbank Raceway.

The nature of the relationship of the related party to the Deputy Mayor is that Deputy Mayor Jonic's husband is a life member of Willowbank Raceway.

The nature of the related party's interest in the matter is that it is recommended that Willowbank Raceway receive sponsorship to the value of \$35,000.

Mayor Harding noted that being a member, provided you are not an office holder or Board member, is not of itself a conflict of interest.

It was moved by Mayor Teresa Harding and seconded by Councillor Kate Kunzelmann that Deputy Mayor Nicole Jonic does not have a declarable conflict of interest in the matter because there is no personal or financial benefit to Deputy Mayor Jonic and therefore a reasonable person would trust that the final decision is made in the public interest.

The eligible councillors present at the meeting decided that Deputy Mayor Nicole Jonic may participate in the meeting in relation to the matter, including by voting on the matter.

AFFIRMATIVE	NEGATIVE
Councillors:	Councillors:
Fechner	Nil
Kunzelmann	
Harding	
Madsen	

Deputy Mayor Nicole Jonic did not take part in the vote.

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#### **BUSINESS OUTSTANDING**

Nil

#### **CONFIRMATION OF MINUTES**

1. **REPORT - COMMUNITY, CULTURE, ARTS AND SPORT COMMITTEE NO. 2021(03) OF 15 APRIL 2021**

#### **RECOMMENDATION**

Moved by Councillor Andrew Fechner:  
Seconded by Deputy Mayor Nicole Jonic:

**That the report of the Community, Culture, Arts and Sport Committee No. 2021(03) of 15 April 2021 be received and noted.**

AFFIRMATIVE	NEGATIVE
Councillors:	Councillors:
Fechner	Nil
Kunzelmann	
Harding	
Madsen	
Jonic	

The motion was put and carried.

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**OFFICERS' REPORTS**

2. **NOTICE OF MOTION RESPONSE - CUSTOMER SERVICE**

This is a report concerning the Notice of Motion – Customer Service that was moved at the Community, Culture, Arts and Sport Committee Meeting of 25 March 2021, stating:

- A. That Council take immediate action to ensure that customers have visibility over the progress, status and request that has been submitted utilising the existing 'My Ipswich' service.
- B. That a report be provided to a future Community, Culture, Arts and Sport Committee meeting not later than May, 2021 on how Council is currently performing against adopted standards, what steps have been taken to rectify the above issues that can be taken to improve the service and transparency of operations Council provides to the community.

Council has undertaken an initial review to identify opportunities for improvement. A number of short and medium term actions are underway to address the issues raised in the Notice of Motion, and are outlined in this report. A more comprehensive body of work is required to deliver holistic improvements to customer experiences and drive a customer centric culture including a Customer Experience Strategy which is currently in development.

**RECOMMENDATION**

Moved by Councillor Kate Kunzelmann:  
Seconded by Deputy Mayor Nicole Jonic:

**That this report providing details of actions and progress relating to items requested in the Notice of Motion – Customer Service, be received and the contents noted.**

**AFFIRMATIVE**

Councillors:

Fechner

Kunzelmann

Harding

Madsen

Jonic

**NEGATIVE**

Councillors:

Nil

The motion was put and carried.

---

3. IPSWICH COMMUNITY GROUPS GOVERNANCE PROGRAM

This is a report concerning a proposal to design a comprehensive program to help build and support the governance skillset of community groups and clubs within the city.

As the closest of the three levels of government to the community, Ipswich City Council (Council) plays a significant role in supporting community groups through its Community Development function.

Not for profit community groups play a vital role, each with varied levels of experience in community group governance. This program will be aimed at supporting and preparing the most experienced committee group representative to the newly appointed with the governance skills and resources required to continue to achieve the great outcomes across our city.

RECOMMENDATION

Moved by Councillor Andrew Fechner:

Seconded by Councillor Kate Kunzelmann:

**That the Ipswich Community Groups Governance Program be noted by Council.**

AFFIRMATIVE

Councillors:

Fechner

Kunzelmann

Harding

Madsen

Jonic

NEGATIVE

Councillors:

Nil

The motion was put and carried.

4. EVENT SPONSORSHIP - 2021 WINTERNATIONALS

This is a report concerning an event sponsorship application by Willowbank Raceway for financial support of the Winternationals drag racing event in June 2021.

The application is for \$35,000 ex GST.

RECOMMENDATION

Moved by Deputy Mayor Nicole Jonic:

Seconded by Councillor Kate Kunzelmann:

**That Willowbank Raceway receive \$35,000 ex GST financial support for the Winternationals 2021.**



AFFIRMATIVE

Councillors:

Fechner

Kunzelmann

Harding

Madsen

Jonic

NEGATIVE

Councillors:

Nil

The motion was put and carried.

---

5. EVENT SPONSORSHIP - 2021 AUSTRALIAN SUPERCROSS CHAMPIONSHIP

This is a report concerning a potential event attraction opportunity for Ipswich to host round one of the 2021 Australian Supercross Championship at the North Ipswich Reserve in October 2021.

In partnership with Tourism and Events Queensland (TEQ), the event would be positioned as a lead-in event to the World Nitro Games to be held in Brisbane the following weekend

RECOMMENDATION

Moved by Councillor Andrew Fechner:

Seconded by Deputy Mayor Nicole Jonic:

**That Council support hosting round one of the 2021 Australian Supercross Championship and the following event sponsorship commitment should Tourism and Event Queensland co-funding be secured:**

**A. \$50,000 cash sponsorship**

**B. Waiving of North Ipswich Reserve venue hire**

**C. Support of the event through Council's marketing channels.**

AFFIRMATIVE

Councillors:

Fechner

Kunzelmann

Harding

Madsen

Jonic

NEGATIVE

Councillors:

Nil

The motion was put and carried.

---

**NOTICES OF MOTION**

Nil

**MATTERS ARISING**

Nil

**PROCEDURAL MOTIONS AND FORMAL MATTERS**

The meeting commenced at 9.59 am.

The meeting closed at 10.49 am.

---

**ECONOMIC AND INDUSTRY DEVELOPMENT COMMITTEE NO. 2021(04)**

**13 MAY 2021**

REPORT OF THE ECONOMIC AND INDUSTRY DEVELOPMENT COMMITTEE  
FOR THE COUNCIL

<b><u>COUNCILLORS' ATTENDANCE:</u></b>	Deputy Mayor Nicole Jonic (Chairperson); Councillors Jacob Madsen (Deputy Chairperson), Mayor Teresa Harding, Kate Kunzelmann, Andrew Fechner and Marnie Doyle (Observer)
<b><u>COUNCILLOR'S APOLOGIES:</u></b>	Nil
<b><u>OFFICERS' ATTENDANCE:</u></b>	Acting Chief Executive Officer (Sonia Cooper), General Manager Community, Cultural and Economic Development (Ben Pole), Acting General Manager Corporate Services (Jeff Keech), Manager Economic and Community Development (Cat Matson), Senior Digital Content Officer (Brenton Waters) and Theatre Technician (Harrison Cate)

**DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA**

In accordance with section 150EQ of the *Local Government Act 2009*, Deputy Mayor Nicole Jonic informed the meeting that she has a declarable conflict of interest in Item 2 titled Small Business Funding Program Round 3 Update.

The nature of the interest is that Deputy Mayor Jonic has a professional relationship with three (3) of the successful applicants listed in Attachment 1.

The name of the related party or other persons are:

- No. 2. Sip 'N' Dip Australia Pty Ltd
- No. 28. Tuileva David Simon Meavao
- No. 30. Lavenia Law

The nature of the relationship of the related parties to the Deputy Mayor is that Deputy Mayor Jonic has a relationship with all parties on a professional basis and as a member of the Greater Springfield Chamber of Commerce.

The nature of the related parties' interests in the matter is that they have all been successful in round 3 of the funding program.

The value of the grant is:

- No. 2. Sip 'N' Dip Australia Pty Ltd (\$1,918.30)
- No. 28. Tuileva David Simon Meavao (\$2,000)

No. 30. Lavenia Law (\$2,000)

It was moved by Mayor Teresa Harding and seconded by Councillor Andrew Fechner that Deputy Mayor Nicole Jonic does not have a declarable conflict of interest in the matter because there is no personal or financial benefit to Deputy Mayor Nicole Jonic and therefore a reasonable person would trust that the final decision is made in the public interest.

The eligible councillors present at the meeting decided that Deputy Mayor Nicole Jonic may participate in the meeting in relation to the matter, including by voting on the matter because there is no decision in relation to the matter, just noting of the organisational decision.

AFFIRMATIVE

Councillors:

Madsen

Harding

Kunzelmann

Fechner

NEGATIVE

Councillors:

Nil

Deputy Mayor Nicole Jonic did not take part in the vote.

---

**BUSINESS OUTSTANDING**

Nil

**CONFIRMATION OF MINUTES**

1. **REPORT - ECONOMIC AND INDUSTRY DEVELOPMENT COMMITTEE NO. 2021(03) OF 15 APRIL 2021**

**RECOMMENDATION**

Moved by Councillor Andrew Fechner:

Seconded by Councillor Kate Kunzelmann:

**That the report of the Economic and Industry Development Committee No. 2021(03) of 15 April 2021 be received and noted.**

AFFIRMATIVE

Councillors:

Madsen

Harding

Kunzelmann

Fechner

Jonic

NEGATIVE

Councillors:

Nil

The motion was put and carried.

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**OFFICERS' REPORTS**

2. **SMALL BUSINESS FUNDING PROGRAM ROUND 3 UPDATE**

This is a report concerning Round 3 of the Small Business Funding Program that opened on Thursday, 1 April 2021 in response to the snap COVID-19 lock-down called on Monday, 29 March 2021. It was recognised that in the lead-up to the Easter long weekend this lock-down had significant financial impacts for our local businesses, compounded by timing of the Federal Government JobKeeper support being withdrawn.

At time of writing, a total of \$102,264.62 has been approved to 52 local small businesses, with a further 44 applications to be assessed.

**RECOMMENDATION**

Moved by Deputy Mayor Nicole Jonic:  
Seconded by Councillor Andrew Fechner:

**That the report be received and the contents noted.**

**AFFIRMATIVE**

Councillors:  
Madsen  
Harding  
Kunzelmann  
Fechner  
Jonic

**NEGATIVE**

Councillors:  
Nil

The motion was put and carried.

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3. **FIRE STATION 101 MEMBERSHIPS PLANS**

This is a report concerning the proposed use of Firestation 101 from 1 July 2021 and the resulting changing in membership and pricing model.

It is proposed to make the open space at Firestation 101, currently used for co-working, available for capability building activities such as workshops, education and networking sessions for three-days per week. This requires a change in the membership fee structure.

The proposed changes make much better use of the council asset and will enable capability building programming for local small businesses to be delivered at scale.

**RECOMMENDATION**

Moved by Mayor Teresa Harding (Mayor):  
Seconded by Councillor Andrew Fechner:

- A. That Council note and approve the proposed change of use of the Fire Station 101 facility, which includes the cessation of full-time co-working service offerings.
- B. That the proposed Fees and Charges, as detailed in Attachment 1, be adopted with an effective date of 1 July 2021.

**VARIATION TO MOTION**

Councillor Andrew Fechner proposed a variation to the motion:

- C. That the 'Summary of Change in Fees and Charges' table in the report be amended to refer to 'day rate' and that the words (Sat - Tuesday) be removed.

The mover of the original motion agreed to the proposed variation.

**RECOMMENDATION**

- A. That Council note and approve the proposed change of use of the Fire Station 101 facility, which includes the cessation of full-time co-working service offerings.**
- B. That the proposed Fees and Charges, as detailed in Attachment 1, be adopted with an effective date of 1 July 2021.**
- C. That the 'Summary of Change in Fees and Charges' table in the report be amended to refer to 'day rate' and that the words (Sat - Tuesday) be removed.**

**AFFIRMATIVE**

Councillors:

Madsen

Harding

Kunzelmann

Fechner

Jonic

**NEGATIVE**

Councillors:

Nil

The motion was put and carried.

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**NOTICES OF MOTION**

Nil

**MATTERS ARISING**

Nil

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**PROCEDURAL MOTIONS AND FORMAL MATTERS**

The meeting commenced at 11.30 am.

The meeting closed at 11.47 am.

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**ENVIRONMENT AND SUSTAINABILITY COMMITTEE NO. 2021(04)**

**13 MAY 2021**

REPORT OF THE ENVIRONMENT AND SUSTAINABILITY COMMITTEE  
FOR THE COUNCIL

**COUNCILLORS' ATTENDANCE:** Councillor Russell Milligan (Chairperson); Councillors Andrew Fechner (Deputy Chairperson), Mayor Teresa Harding, Jacob Madsen, Kate Kunzelmann and Marnie Doyle (Observer)

**COUNCILLOR'S APOLOGIES:** Nil

**OFFICERS' ATTENDANCE:** Acting Chief Executive Officer (Sonia Cooper), General Manager Planning and Regulatory Services (Peter Tabulo), Acting General Manager Infrastructure and Environment (Sean Madigan), General Manager Community, Cultural and Economic Development (Ben Pole), Acting General Manager Corporate Services (Jeff Keech), Manager Environment and Sustainability (Kaye Cavanagh), Manager Economic and Community Development (Cat Matson), Native Title and Cultural Heritage Officer (Tina Longford), Senior Policy and Communications Officer (David Shaw) and Theatre Technician (Harrison Cate)

**DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA**

Nil

**BUSINESS OUTSTANDING**

Nil

**CONFIRMATION OF MINUTES**

1. **REPORT - ENVIRONMENT AND SUSTAINABILITY COMMITTEE NO. 2021(03) OF 15 APRIL 2021**

**RECOMMENDATION**

Moved by Councillor Andrew Fechner:  
Seconded by Councillor Kate Kunzelmann:

**That the report of the Environment and Sustainability Committee No. 2021(03) of 15 April 2021 be received and noted.**

AFFIRMATIVE

Councillors:

Milligan

Fechner

Harding

Madsen

Kunzelmann

NEGATIVE

Councillors:

Nil

The motion was put and carried.

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**OFFICERS' REPORTS**

2. **TRADITIONAL LAND ACCESS POLICY - REVEIW**

This is a report concerning the revised Traditional Land Access Policy.

**RECOMMENDATION**

Moved by Councillor Andrew Fechner:

Seconded by Councillor Jacob Madsen:

**That Council endorse the revised version of the Traditional Land Access Policy (TLAP), as detailed in Attachment 1 to this report.**

AFFIRMATIVE

Councillors:

Milligan

Fechner

Harding

Madsen

Kunzelmann

NEGATIVE

Councillors:

Nil

The motion was put and carried.

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**NOTICES OF MOTION**

Nil

**MATTERS ARISING**

Nil

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**PROCEDURAL MOTIONS AND FORMAL MATTERS**

The meeting commenced at 11.57 am.

The meeting closed at 12.03 pm.

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**IPSWICH CENTRAL REDEVELOPMENT COMMITTEE NO. 2021(04)**

**13 MAY 2021**

REPORT OF THE IPSWICH CENTRAL REDEVELOPMENT COMMITTEE  
FOR THE COUNCIL

**COUNCILLORS' ATTENDANCE:** Councillor Marnie Doyle (Chairperson); Deputy Mayor Nicole Jonic (Deputy Chairperson), Mayor Teresa Harding, Councillors Kate Kunzelmann and Russell Milligan

**COUNCILLOR'S APOLOGIES:** Nil

**OFFICERS' ATTENDANCE:** Acting Chief Executive Officer (Sonia Cooper), Acting General Manager Corporate Services (Jeff Keech), General Manager Community, Cultural and Economic Development Manager (Ben Pole), General Manager Planning and Regulatory Services (Peter Tabulo), Acting General Manager Infrastructure and Environment (Sean Madigan), Senior Policy and Communications Officer (David Shaw), Project Manager (Greg Thomas), Chair – Retail Sub-Project Sub Committee (James Hepburn), Communications, Events and Engagement Manager (Karyn Sutton), Manager Economic and Community Development (Cat Matson), Council Liaison Officer (Karen Murray) and Theatre Technician (Harrison Cate)

**DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA**

Nil

**BUSINESS OUTSTANDING**

Nil

**CONFIRMATION OF MINUTES**

1. **REPORT - IPSWICH CENTRAL REDEVELOPMENT COMMITTEE NO. 2021(03) OF 15 APRIL 2021**

**RECOMMENDATION**

Moved by Councillor Russell Milligan:  
Seconded by Councillor Kate Kunzelmann:

**That the report of the Ipswich Central Redevelopment Committee No. 2021(03) of 15 April 2021 be received and noted.**

AFFIRMATIVE

Councillors:

Doyle

Harding

Kunzelmann

Milligan

Jonic

NEGATIVE

Councillors:

Nil

The motion was put and carried.

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**OFFICERS' REPORTS**

2. **IPSWICH CENTRAL PROJECT AND NOTICE OF MOTION RESPONSE**

This report provides an update regarding the work completed and options considered in relation to progressing the Ipswich Central Revitalisation Project and in doing so, responds to a Notice of Motion calling for an options report for Ipswich Central to be tabled to a future meeting of the Ipswich Central Redevelopment Committee, tabled in the Economic and Industry Development Committee No. 2020 (03) dated 15 October 2020.

A range of work has been undertaken over the past decade concerning Ipswich Central, particularly in terms of designing for future investment, growth and liveability. As the central business district of Ipswich, it should be a hub of economic, social, and cultural activity. The need for a strategic, coordinated approach to revitalisation and urban planning is clear. The urgency of such a strategic and future-orientated approach is also clear and it is imperative that the next steps in the process are resource-effective, build on prior work and insights and create tangible outcomes.

After a comprehensive review of the work completed to date and a consideration of four main options to progress the revitalisation of Ipswich Central, it is suggested that Council:

1. Develop a clear Positioning Framework for Ipswich Central to demonstrate to residents, businesses and investors the collective goals for the precinct; and
2. Develop specific Place Plans to capture and leverage the unique character of specific places, or sub-precincts, within Ipswich Central.

Preliminary work has progressed along these lines with the Office of Economic Development commencing a Positioning Framework to be delivered in October 2021 and two (2) initial Place Plans by November 2021

**RECOMMENDATION**

Moved by Councillor Kate Kunzelmann:  
Seconded by Mayor Teresa Harding:

**That the report be received and the contents noted.**

**AFFIRMATIVE**

Councillors:

Doyle

Harding

Kunzelmann

Milligan

Jonic

**NEGATIVE**

Councillors:

Nil

The motion was put and carried.

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2.1. **MATTER TAKEN ON NOTICE – CITY OF CENTRES**

Mayor Teresa Harding queried why the reference to city centres only incorporated Springfield, Ripley Valley and Ipswich Central as target areas, and what the methodology is behind this. Mayor Teresa Harding also queried why for instance Rosewood, Brassall and Goodna were not included.

**That the Manager Economic and Community Development investigate the Mayor's query and provide a response to all members of the committee.**

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3. **NICHOLAS STREET PRECINCT - RETAIL SUB-PROJECT STEERING COMMITTEE REPORT APRIL 2021**

This is a report concerning the April 2021 report from the Retail Sub-Project Steering Committee on the status of the leasing program and associated developments with the retail component of the Nicholas Street Precinct redevelopment.

**RECOMMENDATION**

Moved by Mayor Teresa Harding (Mayor):  
Seconded by Councillor Russell Milligan:

**That the April 2021 Retail Sub-Project Steering Committee Report be received and the contents noted.**

AFFIRMATIVE

Councillors:

Doyle

Harding

Kunzelmann

Milligan

Jonic

NEGATIVE

Councillors:

Nil

The motion was put and carried.

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4. NICHOLAS ST PRECINCT - COMMUNICATIONS, ENGAGEMENT AND EVENTS  
REPORT - APRIL 2021

This is a report concerning communications, engagement and events activity undertaken for the Nicholas St Precinct in April 2021 and planned for May 2021.

RECOMMENDATION

Moved by Councillor Russell Milligan:

Seconded by Councillor Kate Kunzelmann:

That the Nicholas Street Precinct: Communications, Engagement and Events Monthly Report be received and the contents noted.

AFFIRMATIVE

Councillors:

Doyle

Harding

Kunzelmann

Milligan

Jonic

NEGATIVE

Councillors:

Nil

The motion was put and carried.

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NOTICES OF MOTION

Nil

MATTERS ARISING

Nil

PROCEDURAL MOTIONS AND FORMAL MATTERS

The meeting commenced at 12.13 pm.

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The meeting closed at 12.54 pm.

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Doc ID No: A7221035

ITEM: 15.1

SUBJECT: CEO ORGANISATION PERFORMANCE REPORT FOR APRIL 2021

AUTHOR: ACTING CHIEF EXECUTIVE OFFICER

DATE: 18 MAY 2021

### **EXECUTIVE SUMMARY**

This is the second monthly report from the Chief Executive Officer to the Council on organisational performance.

The purpose is to provide a high-level report on significant and important matters, key performance priorities, corporate risks and matters on which the Council is consulting and engaging with the community.

### **RECOMMENDATION**

**That the report be received and noted.**

### **BACKGROUND**

In response to the expectations of the community and their elected representatives to increase good governance, transparency and integrity, a Chief Executive Officer report will be provided to the Council each month.

#### **1. Current Significant Matters**

- Significant work continues to transition more than 750 members of Council's workforce to the new administration building, 1 Nicholas Street, with the target date of the week beginning 28 June 2021. Delivery and installation of workstations (desks), audio-visual equipment and ICT are key milestones that need to be met to achieve this date. While the project remains on track there are risks being carefully managed due to delayed international deliveries of some items.
- Development of the draft budget and annual plan for 2021-2022 continues and is on track for presentation to the Special Council Meeting proposed to be held on 24 June 2021.
- At the April Ordinary Council meeting, the iVolve Project Stage 2 - Preliminary Business Case was approved and Council is now preparing to commence Stage 3 - Final Business Case.
- After a period of governance consolidation and preparation, new stories and reports will be published to Council's Transparency and Integrity Hub on a regular basis from later in May 2021 onwards.

- Significant effort continues to be invested in maturing Council's corporate governance and internal controls across the organisation in key areas of information management, information technology, procurement and payroll.

## **2. Workplace Health and Safety**

Council leadership has focused on safety shares to improve visibility of all safety topics, and Council saw a slight decrease in the Lost Time Injury Frequency Rate. Mental health interactions with Mental Health First Aid Officers were 166, with 65 employees requiring follow up.

- Council's Lost Time Injury Rate (LTIFR) of 5.52 is lower than the three-year average of 12.2
- LTIFR severity rate is 25.9

## **3. Update on Corporate and Operational Plans**

Council adopted iFuture, the new Corporate Plan for 2021-2026 at the April Ordinary Council meeting. All documentation relating to the development of iFuture, including the adopted plan can be found at Shape Your Ipswich:

<https://shapeyouripswich.com.au/corporate-plan-2021-2026>

The 2020-2021 Operational Plan Quarter 3 performance report is tabled via a separate report on the May Ordinary Council meeting agenda. The 2020-2021 Operational Plan and previously adopted quarterly reports are available for public viewing on Council's website. The link is:

[https://www.ipswich.qld.gov.au/about\\_council/media/corporate\\_publications/operational\\_plan](https://www.ipswich.qld.gov.au/about_council/media/corporate_publications/operational_plan)

## **4. Major Key Performance Indicators**

### *People and Culture*

- Council's workforce numbers as at 30 April 2021 are: 1047 full-time, 124 part-time, 107 casual; and 117 contingent.
- Turnover rate has decreased over the last twelve (12) months and is currently tracking at 5.9%.
- Implementation of the People and Culture Strategic Plan 2019-2021 is well advanced with key progress made in leadership development, support for leaders in their people management, building team effectiveness and knowledge and capability building.
- Council's sixth employee pulse survey was conducted in late March and early April 2021 and the responses have been compared to the same time period in 2020. The survey received a 37% response rate from 524 employees. The employee responses to the three (3) questions were less positive than at the same time in 2020. With leadership from the acting CEO and Executive Leadership Team (ELT) leaders across

the organisation are identifying and implementing actions in response to the employee feedback. It is worthy of note that the response on the third question measuring employee sentiment and engagement with the organisation has improved when compared to the survey conducted in early December 2020. Leaders are continuing to engage with their workforce to prioritise and deliver actions to improve employees' experience in their work with Council.

#### *Finance*

Council's current result is ahead of the operating year to date (YTD) budget, and this trend is likely to continue towards financial year end. The materials and services current favourable variance may reduce as programs are delivered in the remaining months of the financial year. Year to date, the net result (including capital revenues) for Council as at 30 April 2021 is \$56.6 million compared to the YTD budget of \$60.1 million. Council's operating deficit (excluding capital revenue) is approximately \$5 million compared to the YTD budget deficit of \$10.6 million.

Council's financial performance report is tabled via a separate report to Council every month and is included on this meeting's agenda.

#### *Capital Delivery Program 2020-2021*

The Infrastructure and Environment Department (IED) is responsible for the constructed and natural assets of the city and manages Council's roads, traffic systems, building, parks, drains and natural areas.

Management of Council's environmental and sustainability responsibilities includes conservation, waste, stormwater, cultural heritage and emergency events.

The Infrastructure and Environment Department (IED) is in the significant capital delivery phase of the capital portfolio. In the month of April, the IED expended \$8.94 million of capital funds compared to a forecast of \$9.58 million. This is a positive result achieved by the department, noting wet weather impacts. In addition to delivering the current program, IED has commenced design and procurement of capital works for the next financial year. This will enable IED to commence the construction phase of projects in the first half of the financial year, rather than all being delivered at the end of financial year.

## **5. Risk and Compliance Update**

#### *Corporate Risk Register*

Council's corporate risk register is reviewed regularly by an Executive Leadership Team Risk Committee and reported to Council's Audit and Risk Management Committee (ARMC) which is held approximately every quarter.

Council's Insurance and Risk Section is currently working with a number of Branch Managers and nominated persons to develop and implement Branch Risk Registers by 30 June 2021. A report on the risk escalation process will be presented to the ARMC at its meeting on 25 August 2021.

#### Exceptions/Issues to report:

There are no significant issues or exceptions to report this month.

#### *Legal Matters*

An overview of all current active court proceedings (excluding Planning and Environment Court matters which are already the subject of a monthly Court Action Status Report by the Planning and Regulatory Services Department) and all significant legal matters that are not the subject of court proceedings is provided at **Confidential Attachment 2** to this report.

Matters that are not the subject of court proceedings will be considered significant where:

- they concern subject matter of significant public interest/concern; and/or
- where their outcome may present significant financial value/impact for Council; and/or
- where their outcome may set important precedent for Council.

Generally significant non-court matters will only be reported where they are the subject of dispute and management of that dispute is being administered by Legal Services (as opposed to where Legal Services' involvement is ad-hoc or limited to the provision of internal advice), or where they concern a significant project for Council.

The detail reported in respect of each matter listed has been provided with privacy, confidentiality and legal professional privilege (and the requirement to maintain same) in mind.

## 6. Current Consultation Matters

Shape your Ipswich is Ipswich City Council's digital engagement platform where Council uses a range of digital techniques to connect with the community and promote any events associated with the consultation project. <https://shapeyouripswich.com.au/>

#### *Projects currently open on Shape Your Ipswich*

Project Name	Project Lead (Council Department)	Purpose of engagement
Ipswich Central	Community, Cultural and Economic Development Department	Inform community on the redevelopment of central Ipswich. Consultation on CBD planning and development.
Reducing our Waste	Infrastructure and Environment Department	Consultation on proposed Resource Recovery Strategy and Implementation Plan
Urban Heat Island Research Project Department	Infrastructure and Environment Department	Consultation on community experiences of the urban heat environment. Partnership with Griffith University and University of the Sunshine Coast

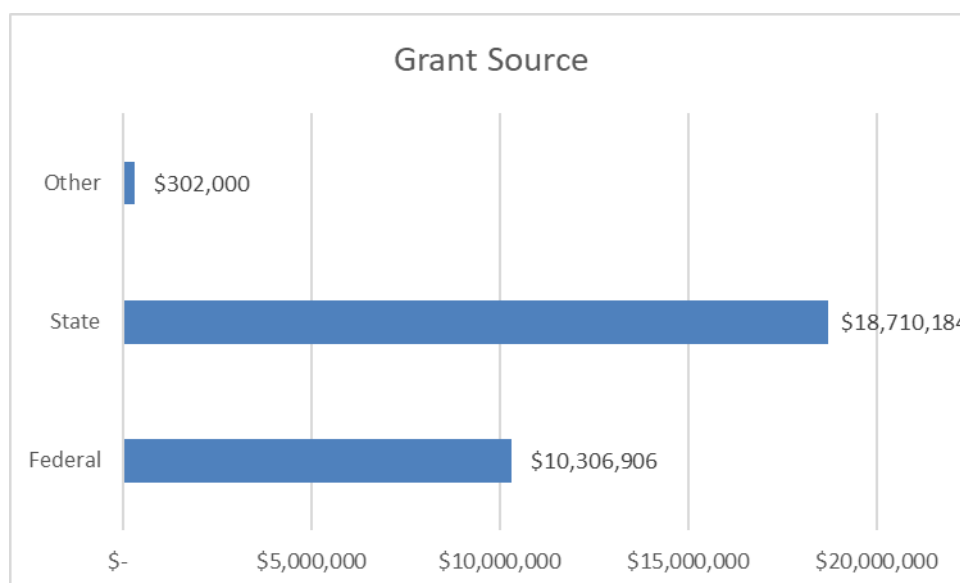
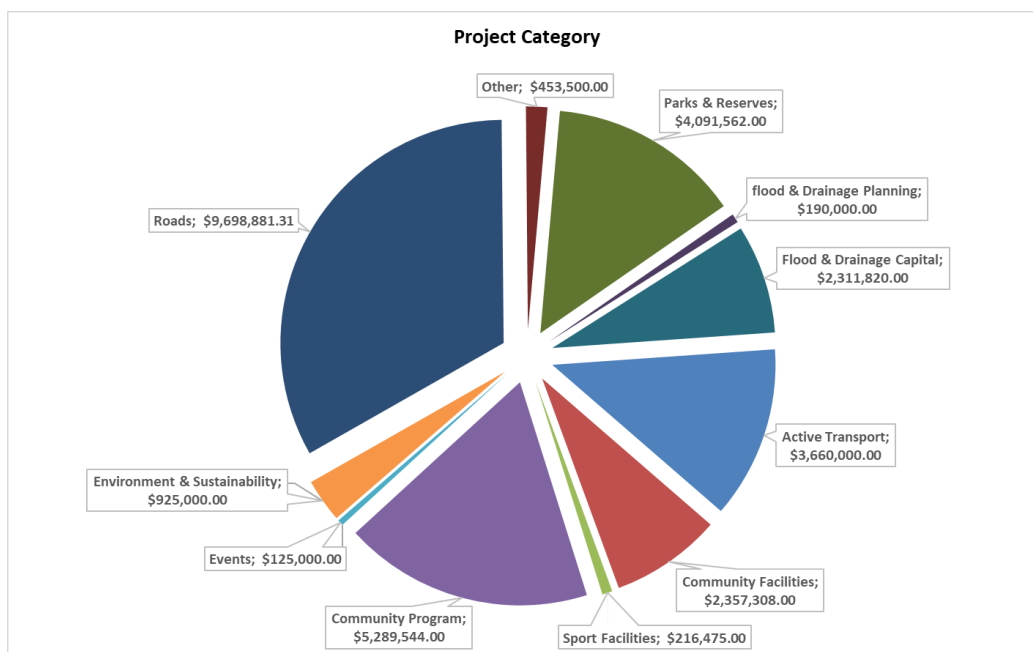
Remondis Waste to Energy Facility	Planning and Regulatory Services Department	Links to where the community can find out further information about the project, and how they can participate in the assessment and approvals process.
Transparency and Integrity Hub	Coordination and Performance Department	Inform community about the project and link to the Transparency and Integrity Hub website.
Waste and Circular Economy	Planning and Regulatory Services Department	Inform community of when the policy directive was implemented and why. Disclosure of the Waste and Circular Economy Transformation Directive policy. Education on the waste stream / key data sets. Links to similar projects of interest.

*Projects that will open in the next month*

Project Name	Project Lead (Council Department)	Purpose of engagement
<i>Second Inner-City River Crossing ('Norman Street Bridge')</i>	Infrastructure and Environment	Update the community on planning progress and Council's advocacy efforts.

## 7. External Funding


Councils in Queensland may receive funding from the Federal and State Governments. Council currently has 81 active grants worth \$29.3 million in grant revenue. A breakdown summary is provided below:



## 8. Council Resolutions

Council resolutions are recorded, monitored and managed using InfoCouncil software.

**THE NUMBER OF RESOLUTIONS IN PROGRESS AT THE END OF THE MONTH IS:  
89**

1.	In progress actions - 27 April 2020 to 19 May 2021 <a href="#">↓</a> 
2.	CONFIDENTIAL Legal Services Confidential Attachment for CEO Organisation Performance Report for April 2021



Item 15.1 / Attachment 1.

**IPSWICH CITY COUNCIL ACTIONS REPORT**

Total actions in progress: 89

Printed: Wednesday, 19 May 2021 2.29 PM

Date From: 27/04/2020

Date To: 19/05/2021

**COMMUNITY, CULTURE, ARTS AND SPORT COMMITTEE**

Total actions in progress: 8

Meeting	Department	Item	Title	Status
Community, Culture, Arts and Sport Committee 17/09/2020	Community, Cultural and Economic Development Department	5	Rosewood Community Centre	In progress
Community, Culture, Arts and Sport Committee 11/02/2021	Community, Cultural and Economic Development Department	3	Welcoming Cities Membership	In progress
Community, Culture, Arts and Sport Committee 11/02/2021	Community, Cultural and Economic Development Department	4	Ipswich City Heart Cabs Review	In progress
Community, Culture, Arts and Sport Committee 11/03/2021	Community, Cultural and Economic Development Department	2	New Lease over Riverview Community Centre, 138 Old Ipswich Road, Riverview	In progress
Community, Culture, Arts and Sport Committee 11/03/2021	Infrastructure and Environment Department	6	Notice of Motion - Civic Celebrations	In progress
Community, Culture, Arts and Sport Committee 15/04/2021	Corporate Services Department	1	Procurement: Library Collection Resources	In progress
Community, Culture, Arts and Sport Committee 15/04/2021	Community, Cultural and Economic Development Department	2	Investigate a non-exclusive arrangement with Playgroup Queensland and additional uses for the facility at 56 Harold Summervilles Road, Karalee	In progress
Community, Culture, Arts and Sport Committee 15/04/2021	Community, Cultural and Economic Development Department	3	Major Community Event Sponsorship - Ipswich Show	In progress

## Item 15.1 / Attachment 1.

## IPSWICH CITY COUNCIL ACTIONS REPORT

Total actions in progress: 89

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## COUNCIL

Total actions in progress: 31

Meeting	Department	Item	Title	Status
Council 28/07/2020	Coordination and Performance Department	12	Mayoral Minute – Waste and Mining Clean Slate for Ipswich	In progress
Council 28/07/2020	Corporate Services Department	15.4	Disposal of Council Administration Assets	In progress
Council 26/11/2020	Coordination and Performance Department	5	Condolence	In progress
Council 10/12/2020	Infrastructure and Environment Department	16.3	Notice of Motion - Upgrading of Unmaintained Roads	In progress
Council 28/01/2021	Planning and Regulatory Services Department	15.1	Review of Footpath Dining	In progress
Council 28/01/2021	Corporate Services Department	15.11	Nicholas Street Precinct Cinema Complex Operator	In progress
Council 28/01/2021	Coordination and Performance Department	15.13	Nicholas Street Precinct Community Safety & Activation Engagement Report	In progress
Council 28/01/2021	Coordination and Performance Department	15.8	Nicholas Street Precinct Stage 3 - Repeal of Previous Council Decision	In progress
Council 28/01/2021	Community, Cultural and Economic Development Department	16.2	Notice of Motion - Council's Support for the expansion of the TAFE Qld Springfield Campus	In progress
Council 28/01/2021	Community, Cultural and Economic Development Department	16.3	Notice of Motion - Ipswich City Council Commitment - Ipswich Central to Springfield Central Rail Corridor - Options Analysis	In progress
Council 28/01/2021	Infrastructure and Environment and Corporate Services Department	16.5	Notice of Motion - Ti-Tree Bio Energy Contributions on the Transparency and Integrity Hub	In progress
Council 25/02/2021	Infrastructure and Environment Department	15.1	Resolution to close public land - 2020-2021 Fire Season fuel reduction program	In progress
Council 25/02/2021	Infrastructure and Environment Department	15.2	Public Monuments and Memorials - Assessment of Applications	In progress
Council 25/02/2021	Infrastructure and Environment Department	15.3	Ti Tree Bioenergy Payments - Project Development Process and Governance Framework	In progress
Council 25/02/2021	Coordination and Performance Department	15.4	Local Roads and Community Infrastructure Program (Round 2) Funding Allocation	In progress
Council 25/02/2021	Infrastructure and Environment Department	15.5	Naming of Your Places and Spaces - Community Engagement Report	In progress
Council 25/02/2021	Corporate Services Department	16.1	Notice of Motion - Property Valuations	In progress
Council 25/03/2021	Corporate Services and Coordination and Performance Department		Mayoral Minute - Recruitment of Chief Executive Officer	In progress
Council 25/03/2021	Community, Cultural and Economic Development Department	12.1	Mayoral Minute - Civic Events Policy	In progress
Council 25/03/2021	Coordination and Performance Department	13.1	Drug & Alcohol Policy (Councillors)	In progress
Council 25/03/2021	Infrastructure and Environment Department	15.1	Naming of Your Places and Spaces - Community Engagement Report	In progress
Council 25/03/2021	Infrastructure and Environment Department	15.2	Mowing Season 2020-2021	In progress
Council 25/03/2021	Coordination and Performance Department	15.4	Memorabilia Items	In progress
Council 25/03/2021	Community, Cultural and Economic Development Department	16.2	Notice of Motion - Customer Service	In progress
Council 25/03/2021	Infrastructure and Environment Department	16.3	Notice of Motion - Expedited Kerb and Channel Program	In progress
Council 25/03/2021	Coordination and Performance Department	7	Presentation of Petition - Building of Fence at Tony Merrell Park, Leichhardt	In progress
Council 15/04/2021	Corporate Services Department	CM1	Local Government Delivery Partner Guarantee - Brisbane Olympic & Paralympic Bid 2032	In progress

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IPSWICH CITY COUNCIL ACTIONS REPORT				
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Council 29/04/2021	Corporate Services Department	15.5	Updated Asset Accounting Policy	In progress
Council 29/04/2021	Infrastructure and Environment Department	15.6	Promotion of Green Waste Bins at Ipswich Show	In progress
Council 29/04/2021	Corporate Services Department	15.7	Proposed Renewal of Lease over 116 Brisbane Street, Ipswich to Rajesh Sharma	In progress
Council 29/04/2021	Infrastructure and Environment Department	7	Presentation of Petitions - France Street, Eastern Heights	In progress

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**IPSWICH CITY COUNCIL ACTIONS REPORT**

Total actions in progress: 89

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**ECONOMIC AND INDUSTRY DEVELOPMENT COMMITTEE**

**Actions in progress: 3**

Meeting	Dept	Item	Title	Status
Economic and Industry Development Committee 15/10/2020	Community, Cultural and Economic Development Department	1	Ipswich Exceptional Experiences - Tourism Development Program	In progress
Economic and Industry Development Committee 15/10/2020	Community, Cultural and Economic Development Department	2	Notice of Motion - Ipswich Central Precinct Plan	In progress
Economic and Industry Development Committee 19/11/2020	Community, Cultural and Economic Development Department	1	Willowbank (Ebenezer) Intermodal Terminal Social and Economic Benefits and Impacts Report	In progress

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**IPSWICH CITY COUNCIL ACTIONS REPORT**

Total actions in progress: 89

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**ENVIRONMENT AND SUSTAINABILITY COMMITTEE**

**Actions in progress: 7**

Meeting	Department	Item	Title	Status
Environment and Sustainability Committee 17/09/2020	Infrastructure and Environment Department	2	Franklin Vale Creek Catchment Initiative - Partnering Agreement with Griffith University/Australian River Institute	In progress
Environment and Sustainability Committee 15/10/2020	Infrastructure and Environment Department	2	Stormwater Quality Offsets Program Capital Works Portfolio Sub Program - List of Projects 2021-2022	In progress
Environment and Sustainability Committee 11/02/2021	Infrastructure and Environment Department	2	Queensland Fire and Biodiversity Consortium Annual Contribution	In progress
Environment and Sustainability Committee 11/03/2021	Infrastructure and Environment Department	2	Proposal for Resilient Rivers Bremer River Catchment Officer hosted as a Partnership between Scenic Rim and Ipswich City Council	In progress
Environment and Sustainability Committee 11/03/2021	Infrastructure and Environment Department	3	Assessment of 12-26 Eugene Street Bellbird Park for Enviroplan acquisition	In progress
Environment and Sustainability Committee 11/03/2021	Infrastructure and Environment and Corporate Services Department	4	Cherish the Environment Foundation	In progress
Environment and Sustainability Committee 15/04/2021	Infrastructure and Environment Department	2	Little Liverpool Range Initiative Update	In progress

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**IPSWICH CITY COUNCIL ACTIONS REPORT**

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**GENERAL PURPOSES COMMITTEE**

Action in progress: 1

Meeting	Dept	Item	Title	Status
General Purposes Committee 23/06/2020	Corporate Services Department	20	Repeal of previous Council decision for Proposed New Telecommunications Lease to Optus Mobile Pty Ltd located at 102 Champions Way, Willowbank	In progress

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**IPSWICH CITY COUNCIL ACTIONS REPORT**

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**GOVERNANCE AND TRANSPARENCY COMMITTEE**

Action in progress: 21

Meeting	Department	Item	Title	Status
Governance and Transparency Committee 17/09/2020	Corporate Services Department	2	Acquisition of Drainage Easement for INF02405 Local Drainage Rehabilitation Project at North Station Road, North Booval	In progress
Governance and Transparency Committee 15/10/2020	Corporate Services Department	1	Acquisition of Leasehold Land - Champions Way Truncation	In progress
Governance and Transparency Committee 15/10/2020	Corporate Services Department	4	Renewal of Lease to Playgroup Queensland Ltd over 56 Harold Summervilles Road, Karalee	In progress
Governance and Transparency Committee 15/10/2020	Corporate Services Department	5	New Trustee Lease over Reserve for Heritage, Historical and Cultural Purposes - Rosewood Scrub Historical Society Inc - 73 Edmond Street, Marburg	In progress
Governance and Transparency Committee 3/12/2020	Corporate Services Department	2	Renewal of Lease to The Creche and Kindergarten Association Limited over 460-466 Redbank Plains Road, Redbank Plains	In progress
Governance and Transparency Committee 3/12/2020	Corporate Services Department	3	Surrender of Existing Lease and New Lease to The Australian Red Cross Society	In progress
Governance and Transparency Committee 11/02/2021	Corporate Services Department	3	Extension of Contract - 16116 Zip Water Systems Parts and Services	In progress
Governance and Transparency Committee 11/02/2021	Corporate Services Department	4	Acquisition of Land for INF02414 Road Purposes Redbank Plains Road Stage 3	In progress
Governance and Transparency Committee 11/02/2021	Corporate Services Department	5	Acquisition of Land and Drainage Easement for INF03206 Mary and William Streets Blackstone Traffic Signalisation Project	In progress
Governance and Transparency Committee 11/02/2021	Corporate Services Department	6	Acquisition of Drainage Easements for INF04089 Local Drainage Rehabilitation Project Pryde and Hume Street, Woodend	In progress
Governance and Transparency Committee 11/03/2021	Corporate Services Department	3	Amendments to Delegation to Chief Executive Officer	In progress
Governance and Transparency Committee 11/03/2021	Corporate Services Department	5	Repeal of Previous Council Decision for Surrender of Existing Lease and New Lease to the Australian Red Cross Society	In progress
Governance and Transparency Committee 15/04/2021	Coordination and Performance Department	1	iVolve Project Preliminary Business Case	In progress
Governance and Transparency Committee 15/04/2021	Corporate Services Department	2	Repeal of Previous Council Decision for New Trustee Permit Over Reserve for Recreation Purposes - Anzac Park Sports and Recreation Club Incorporated - 1 Mill Street, Rosewood	In progress
Governance and Transparency Committee 15/04/2021	Corporate Services Department	3	Proposed Fees and Charges to apply from 1 July 2021	In progress
Governance and Transparency Committee 15/04/2021	Corporate Services Department	4	Fees and Charges for George Alder Tennis Centre	In progress
Governance and Transparency Committee 15/04/2021	Corporate Services Department	5	Procurement - Cultural Landscape Values Investigation Agreement	In progress
Governance and Transparency Committee 15/04/2021	Corporate Services Department	6	Procurement - Parking Machines and Communication and Management System	In progress

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Governance and Transparency Committee 15/04/2021	Corporate Services Department	7	Procurement - Annual Support and Upgrade Renewal - Kronos Software	In progress
Governance and Transparency Committee 15/04/2021	Corporate Services Department	8	Procurement - Enhancement, upgrade, support and subscription renewal of Objective Software	In progress
Governance and Transparency Committee 15/04/2021	Corporate Services Department	9	Procurement - Renewal of Liquid Petroleum Gas (LPG) for Bundamba and Goodna Aquatic Centres	In progress



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## IPSWICH CITY COUNCIL ACTIONS REPORT

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**GROWTH, INFRASTRUCTURE AND WASTE COMMITTEE**

Actions in progress: 17

Meeting	Department	Item	Title	Status
Growth Infrastructure and Waste Committee 8/10/2020	Infrastructure and Environment Department	7	Local Drainage Improvements Priority List of Projects - Local Drainage Sub-Program	In progress
Growth Infrastructure and Waste Committee 12/11/2020	Infrastructure and Environment Department	7	Notice of Motion - Load Limits placed on heavy-traffic bridges	In progress
Growth Infrastructure and Waste Committee 3/12/2020	Infrastructure and Environment Department	18	Notice of Motion - Opportunities for 'Riding the Revolution' report recommendations	In progress
Growth Infrastructure and Waste Committee 11/02/2021	Corporate Services Department	2	Contract Variation Report - Extension of Contract 13420 Kerbside Recycling	In progress
Growth Infrastructure and Waste Committee 11/02/2021	Infrastructure and Environment Department	4	Ipswich Inner CBD Cycle Network Corridor Plan	In progress
Growth Infrastructure and Waste Committee 11/02/2021	Infrastructure and Environment Department	8	Notice of Motion - Exemption for Waste Collection Fee - Purga Aboriginal Cemetery	In progress
Growth Infrastructure and Waste Committee 11/03/2021	Community, Cultural and Economic Development and Infrastructure and Environment Department	14	Special Recovery and Reconstruction Taskforce	In progress
Growth Infrastructure and Waste Committee 11/03/2021	Infrastructure and Environment Department	2	Brassall Bikeway Stage 6 - Connecting Structure Options	In progress
Growth Infrastructure and Waste Committee 11/03/2021	Infrastructure and Environment Department	3	iGO Freight Action Plan	In progress
Growth Infrastructure and Waste Committee 11/03/2021	Corporate Services Department	4	Acquisition of Land for Road Purposes - Springfield Parkway Shared Path Upgrade Project	In progress
Growth Infrastructure and Waste Committee 11/03/2021	Corporate Services Department	5	Contract Extension - Ti Tree Bioenergy (Waste Disposal Services)	In progress
Growth Infrastructure and Waste Committee 11/03/2021	Infrastructure and Environment Department	6	Notice of Motion Response - Exemption for Waste Collection Fee - Purga Aboriginal Cemetery	In progress
Growth Infrastructure and Waste Committee 15/04/2021	Infrastructure and Environment Department	10	South East Queensland Council of Mayors Regional Waste Management Plan	In progress
Growth Infrastructure and Waste Committee 15/04/2021	Corporate Services Department	2	Procurement - Delegation to CEO to enter into a contract under Local Buy contract for the supply of streetlighting electricity	In progress
Growth Infrastructure and Waste Committee 15/04/2021	Corporate Services Department	3	Acquisition of Volumetric Title from Springfield Anglican College - (Lot 1 SP151191)	In progress
Growth Infrastructure and Waste Committee 15/04/2021	Corporate Services Department	4	14-15-108 Springfield Domain Parklands Management	In progress
Growth Infrastructure and Waste Committee 15/04/2021	Infrastructure and Environment Department	5	Notice of Motion Response - Riding the Revolution Report	In progress

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**IPSWICH CITY COUNCIL ACTIONS REPORT**

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**IPSWICH CENTRAL REDEVELOPMENT COMMITTEE**

**Actions in progress: 1**

Meeting	Department	Item	Title	Status
Ipswich Central Redevelopment Committee 21/07/2020	Community, Cultural and Economic Development Department	5	Ipswich Central - visioning and placemaking	In progress

Doc ID No: A7252511

ITEM: 15.2

SUBJECT: MONTHLY FINANCIAL PERFORMANCE REPORT - APRIL 2021

AUTHOR: ACTING CHIEF FINANCIAL OFFICER

DATE: 12 MAY 2021

### **EXECUTIVE SUMMARY**

This is a report concerning Council's financial performance for the period ending 30 April 2021, submitted in accordance with section 204 of the *Local Government Regulation 2012*.

### **RECOMMENDATION/S**

**That the report on Council's financial performance for the period ending 30 April 2021, submitted in accordance with section 204 of the *Local Government Regulation 2012*, be considered and noted by Council.**

### **RELATED PARTIES**

There are no conflicts of interest or related party matters associated with this report.

### **ADVANCE IPSWICH THEME**

Strengthening our local economy and building prosperity

### **PURPOSE OF REPORT/BACKGROUND**

The attached report outlines the financial results for Ipswich City Council as at 30 April 2021.

The total Net Result (including capital revenue for Ipswich City Council as at 30 April 2021 is \$56.6 million compared to the year to date (YTD) budget of \$60.1 million.

Council's operating deficit (excluding capital revenue) is approximately \$5 million compared to the YTD budget deficit of \$10.6 million.

Overall, capital expenditure (excluding donated assets) including the Nicholas St Redevelopment as at 30 April 2021 is \$24.6 million below the YTD amended budget. The Nicholas St Redevelopment is \$15.3 million under budget relating to relating to a superseded construction program for the retail buildings, including a delay of the Metro B works due to a delay in the move out date for QLD Health. Asset donations as at 30 April 2021 are \$8.2 million under the YTD budget.

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### *Revenue*

Rates and utilities charges revenue are slightly favourable budget YTD.

Fees and charges revenue are \$1.3 million favourable to budget YTD as fees from planning and development and waste disposal continue to exceed forecasted activity levels.

Government grant revenue is approximately \$1.6 million under the YTD budget. This relates to a number of budgeted grants not expected to be received this year and returned grants of \$0.5 million relating to the previous financial year. The timing of the receipt of grants is being reviewed to determine if payments may be received later than forecast to align with the delivery of the capital works.

Other revenue continues to track above budget relating to the Urban Utilities (UU) tax revenue and is subject to UU's revenue and tax position throughout the year.

Donated asset and cash contributions revenue is approximately \$8.5 million under budget YTD relating to lower than expected donated revenue in Infrastructure and Environment Department (IED).

### *Expenses*

Employee expenses including contingent labour contracts was overbudget in the month however following the recent budget amendment are under budget \$0.2 million or 0.25% YTD as at 30 April 2021. The Finance Branch will continue to monitor expenditure, including leave entitlements expenditure, through weekly labour snapshot reports.

Materials and services (excluding contingent workers) are under budget \$3.1 million YTD. \$1.4 million relates to IED primarily in the Works and Field Services Branch as a result of delays in expenditure relating to various projects, lower than expected maintenance costs and timing differences across projects in the Environmental and Sustainability Branch. \$0.9 million of the underspend relates to Corporate Services (CS), primarily in the ICT Branch due to efficiencies made through contract renegotiations which will offset cost related to implementing the business case for change. \$0.6 million relates to lower expenditure in the Community, Cultural and Economic Development (CCED) primarily in the Libraries and Customer Services Branch due to reduced public programming related to COVID-19 restrictions and delays in purchasing of books due to supplier delivery issues during COVID-19 lockdowns. \$0.3 million in Resource Recovery primarily relates to minor underspends. \$0.1 million in Coordination and Performance (CP) relates to minor underspends across the department. This is partially offset by \$0.2 million over budget in Planning and Regulatory Services (PRS) primarily relating to legal expenses.

Other expenses are under budget YTD resulting from the release of the provision for bad and doubtful debts accrued as at June 2020 in CS, and lower expenditure in CCED relating to fewer requests for grants than expected and other minor underspends. This is partially offset by greater than budgeted expenditure in Resource Recovery relating to waste levy fees.

Depreciation is approximately \$0.8 million over budget YTD (\$0.4 million for the month of April) primarily in IED relating to buildings and structure and plant and equipment accounts,

which is in line with expectations. Depreciation is a non-cash expense which has an impact on the operating result.

### *Capital Expenditure*

The YTD capital expenditure (including the Nicholas Street redevelopment) is \$129.7 million compared to an amended capital budget of \$154.3 million.

The variances in the Nicholas Street capital expenditure relate to the changes in the delivery of the retail building upgrades. The Nicholas Street project team are currently reviewing the final costs of the project and the timing as a result of the changes in relation to the retail buildings and strategy.

The IED expenditure in the month has significantly increased on previous months as the construction phase of the works begin. Expenditure was \$8.9 million compared to the most recent departmental forecast of \$9.5 million. Total YTD expenditure is \$45.3 million.

The revised forecast IED capital expenditure in total for the 2020-2021 year is estimated at \$72.9 million against an amended budget of \$72.1 million, following a detailed review of project forecast costs for the financial year.

### *Cash Balances*

Council's cash and investment holdings continue to be above forecast primarily due to the existing underspends in the capital program.

## **LEGAL/POLICY BASIS**

This report and its recommendations are consistent with the following legislative provisions:  
*Local Government Regulation 2012*

## **RISK MANAGEMENT IMPLICATIONS**

Regular reporting, including annual leave taken against budget, is provided to the Executive Leadership Team as part of continued monitoring of FTEs, vacancies and forecast employee expenses for the year.

Council's Information Communications and Telecommunications (ICT) branch are currently, through an approved business case in line with the ICT Strategy (2019-2024), implementing a transformation project that will enable the branch to become an integrated, contemporary, customer-centric enabler of Council services. This project and ICT strategic direction will deliver significant on-going operational savings. As part of the organisational change, and the outcome of approved change outcomes, a number of employees have recently elected to forego deployment opportunities and have requested genuine redundancy. The ICT Branch has YTD savings in material and services as highlighted above, which will be used to offset the majority of the redundancies costs, which will be incurred as employee expenses predominantly in June.

Materials and Services expenditure to date is currently below budget, as has been the trend over the year to date. Due to the timing of the delivery of various programs and expenditure, it is likely that this underspend will lessen as we get closer to the financial year end.

As noted last month, the monthly IED capital expenditure has been significantly higher in March and April than in previous months (\$8.9 million in April). As discussed with Council, there are a large number of projects currently being delivered with resulting forecast expenditure still to be incurred in the remainder of the financial year as part of the revised capital forecast. The timing of the delivery of fleet vehicles ordered, which is dependent on the availability from manufacturers, is continuing to be monitored.

#### **FINANCIAL/RESOURCE IMPLICATIONS**

There are no specific implications as a result of this report.



#### **COMMUNITY AND OTHER CONSULTATION**

The contents of this report did not require any community consultation. Analysis and explanations of the variances are undertaken in conjunction with the various departments.

#### **CONCLUSION**

The monthly performance report for April 2021 is included at Attachment 1.

#### **ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS**

1.	Monthly Performance Report - April 2021  
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Paul Mollenhauer  
**ACTING CHIEF FINANCIAL OFFICER**

I concur with the recommendations contained in this report.

Jeffrey Keech  
**ACTING GENERAL MANAGER CORPORATE SERVICES**

***“Together, we proudly enhance the quality of life for our community”***



Ipswich City Council

Performance Report

APRIL 2021

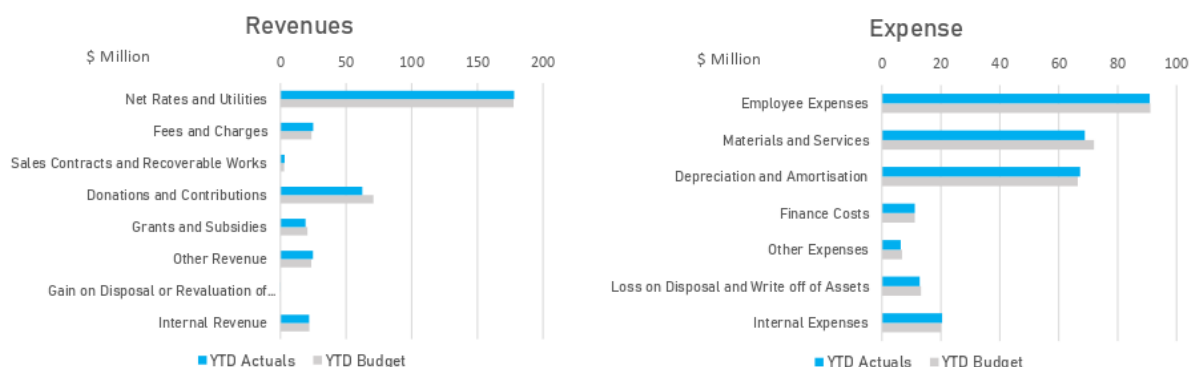
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FINANCIAL EXECUTIVE SUMMARY

APRIL 2021

	YTD				Annual	Trend from MAR 2021
	Actuals \$'000s	Current Budget \$'000s	Variance \$'000s	Variance %	Current Budget \$'000s	
Operating Revenue	260,006	256,984	3,022	1.2%	321,647	▲
Operating Expense	264,996	267,623	2,627	1.0%	332,104	▼
Operating Surplus/(Deficit)	(4,990)	(10,639)	5,649	(53.1%)	(10,457)	▼
Capital Revenue	74,264	84,085	(9,821)	(11.7%)	101,995	▼
Other Capital Income (Asset disposals)	(46)	0	(46)	N/A	0	▼
Capital Loss (Asset write-off)	12,632	13,300	668	5.0%	14,300	▲
Net Result	56,596	60,146	(3,550)	(5.9%)	77,238	▲

Construction Program and Asset Purchase	55,733	65,021	9,288	14.3%	88,903	▲
CBD	73,960	89,284	15,323	17.2%	104,841	▲
Donated Assets	48,239	56,400	8,161	14.5%	67,685	▲
Total Capital Expenditure	177,933	210,705	32,772	15.6%	261,429	▲



**Net Result**

The total Net Result (including capital revenues) for Ipswich City Council as at 30 April 2021 is \$56.6 million compared to the YTD budget of \$60.1 million. Council's operating deficit (excluding capital revenue) is approximately \$5 million compared to the YTD budget deficit of \$10.6 million.

**Operating revenue is \$3 million above the YTD Budget**

The \$3 million variance is made up of: net rates and utilities \$392k over budget, fees and charges \$1.3 million over budget, operational grant revenue \$192k under budget, other revenue \$1.4 million over budget, sales contracts and recoverable works \$206k over budget, interest revenue \$2k under budget and internal revenue \$70k under budget. These items are discussed further in this report.

**Operating expenses is \$2.6 million under the YTD Budget**

The \$2.6 million variance is made up of: employee expenses including labour contracts \$228k under budget, materials and services under budget \$3.1 million, other expenses \$408k under budget, depreciation and amortisation \$782k over budget, finance costs \$30k over budget and \$342k over budget in internal expenses. These items are discussed further in this report.

**Capital Expenditure**

Capital expenditure including CBD as at 30 April is \$24.6 million below the YTD budget. Approximately \$129.7 million has been expended to 30 April compared to the YTD capital expenditure budget of \$154.3 million.

- The Infrastructure Program actual expenditure was under forecast for April by approximately \$1.9 million bringing the YTD variance to \$6.9 million. Actual YTD costs are \$43.5 million compared to the current YTD budget of \$50.4 million.
- CBD Development is approximately \$15.3 million under budget. Actual YTD costs are \$74 million compared to the current YTD budget of \$89.3 million.

Asset donations as at 30 April is \$8.2 million under the YTD budget. Approximately \$48.2 million has been recognised to 30 April compared to the YTD donated assets budget of \$56.4 million.



FINANCIAL EXECUTIVE SUMMARY

APRIL 2021

	YTD				Annual			Variance \$'000s by Department					
	Actuals \$'000s	Current Budget \$'000s	Variance \$'000s	Variance %	Current Budget \$'000s	Trend from MAR 2021	Note	CP	CS	CE	IE	IWS	PR
<b>Revenue</b>													
Net rates and utilities charges	178,013	177,621	392	0.2%	213,789	▲	1	N/A	354	N/A	20	49	(31)
Fees and charges	24,935	23,629	1,306	5.5%	29,614	▲	2	N/A	106	(76)	(32)	388	921
Government grants and subsidies	19,091	20,645	(1,554)	(7.5%)	28,406	▲	3	N/A	0	(92)	(1,505)	0	43
Internal revenue	21,937	22,007	(70)	(0.3%)	26,472	▼	4	N/A	(367)	51	(8)	255	0
Other revenue	28,103	26,395	1,708	6.5%	39,072	▲	5	139	1,125	86	394	(97)	60
Donations and contributions	62,322	70,773	(8,451)	(11.9%)	86,289	▼	6	0	N/A	(626)	(7,825)	N/A	N/A
<b>Total Revenue</b>	<b>334,401</b>	<b>341,070</b>	<b>(6,669)</b>	<b>(2.0%)</b>	<b>423,642</b>	<b>▲</b>		<b>139</b>	<b>1,218</b>	<b>(657)</b>	<b>(8,956)</b>	<b>595</b>	<b>993</b>
<b>Expense</b>													
Employee expenses	87,556	88,050	494	0.6%	108,770	▲	7	129	171	49	485	(324)	(17)
Labour contracts	3,353	3,086	267	(8.7%)	3,408	▼	7	63	(212)	343	(301)	(91)	(71)
Materials and services	68,824	71,969	3,145	4.4%	91,074	▼	8	164	875	618	1,438	254	(204)
Internal expenses	20,429	20,086	343	(1.7%)	24,202	▲	9	(86)	(7)	67	(576)	221	37
Other expenses	30,375	31,244	869	2.8%	39,808	▲	10	76	269	746	147	(374)	4
Depreciation & amortisation	67,269	66,487	782	(1.2%)	79,143	▼	11	(12)	99	(89)	(744)	(43)	8
<b>Total Expenses</b>	<b>277,806</b>	<b>280,922</b>	<b>3,116</b>	<b>1.1%</b>	<b>346,405</b>	<b>▼</b>		<b>334</b>	<b>1,195</b>	<b>1,734</b>	<b>449</b>	<b>(357)</b>	<b>(243)</b>
<b>Net Result</b>	<b>56,595</b>	<b>60,148</b>	<b>(3,553)</b>	<b>(5.9%)</b>	<b>77,237</b>	<b>▲</b>		<b>473</b>	<b>2,413</b>	<b>1,077</b>	<b>(8,507)</b>	<b>238</b>	<b>750</b>



Revenue

1. Satisfactory result, rates and utilities slightly over budget.
2. Fees and charges over budget relates to PRS planning and development fees \$921k, including an Area Development Plan application lodged in Springfield and a material change of use application in Yamanto. Also over budget \$388k in Resource Recovery relating to commercial services and higher number of customers than budgeted in the Recycling Refuse Centre.
3. Grant revenue under budget in IED relating to returned grants of \$485k relating to the previous financial year and a number of budgeted grants not expected to be received this year. This is partially offset by additional unbudgeted grants expected this financial year.
4. Internal revenue under budget in CS relating to lower than expected tax equivalents revenue payments. This is partially offset by Resource Recovery over budget relating to internal SLA recovery for various services.
5. Other revenue over budget primarily relates to the higher than expected UU Tax Revenue in CS and is subject to UUs revenue and tax position throughout the year. Also over budget in IED relating to unbudgeted revenue received from Energex for tree replacements and gain on disposal of assets.
6. Donations and contributions under budget relates to lower than expected donated asset revenue in IED.

Expenses

7. Employee expenses including labour contracts under budget \$227k or 0.25% at the end of April. Analysis on weekly employee costs will continue to be undertaken.
8. Materials and services (excluding labour contracts) under budget \$3.1 million YTD \$1.4 million relates to IED primarily in the Works and Field Services Branch as a result of delays in projects, lower than expected maintenance costs and timing differences across a number of environmental and sustainability projects. \$875k under in CS relating to efficiencies in the ICT Branch due to contract renegotiations, partially offset by the Procurement efficiency savings target. \$618k under in CCED primarily in the Libraries and Customer Service Branch and Marketing and Promotion Branch. \$254k under in Resource Recovery relating to minor under spends across the sections. \$164k under budget in CP relating to legal expenses and minor under spends across the department. This is partially offset by \$204k over budget in PRS relating to major legal appeals.
9. Internal trading expense variance relates to fleet cost recovery and indicates a lower utilisation of assets compared to budgeted expectations, and waste charges for various services, partially offset by increased internal revenue.
10. Other expenses under budget primarily in CCED relating to fewer requests for grants than expected and other minor under spends across the department. This is partially offset by over budget in Resource Recovery relating to waste levy fees.
11. Depreciation over budget approximately \$782k YTD primarily in IED relating to buildings and structures and plant and equipment accounts.

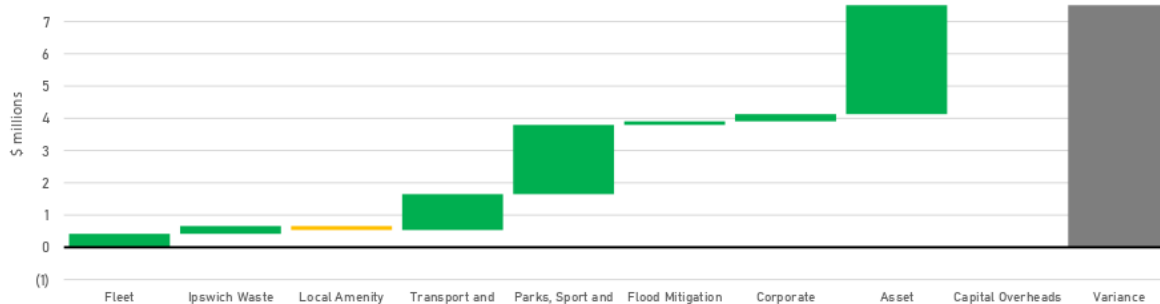
## FINANCIAL EXECUTIVE SUMMARY

APRIL 2021

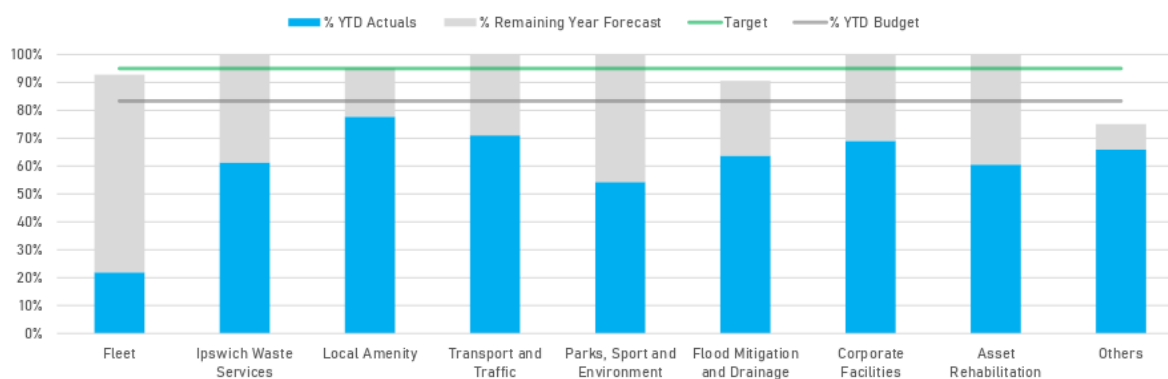
### Capital

	YTD				Annual	
	Actuals	Current Budget	Variance	Variance	Current Budget	Trend from
	\$'000s	\$'000s	\$'000s	%	\$'000s	MAR 2021
Coordination and Performance	76,643	90,369	13,726	15.2%	106,009	▲
Corporate Services	6,006	7,608	1,602	21.1%	11,916	▲
Community, Cultural and Economic Development	1,727	3,398	1,671	49.2%	3,521	▲
Infrastructure and Environment	45,294	52,929	7,635	14.4%	72,133	▼
Planning and Regulatory Services	23	0	(23)	N/A	165	-
<b>Net Result</b>	<b>129,694</b>	<b>154,305</b>	<b>24,611</b>	<b>15.9%</b>	<b>193,744</b>	▼

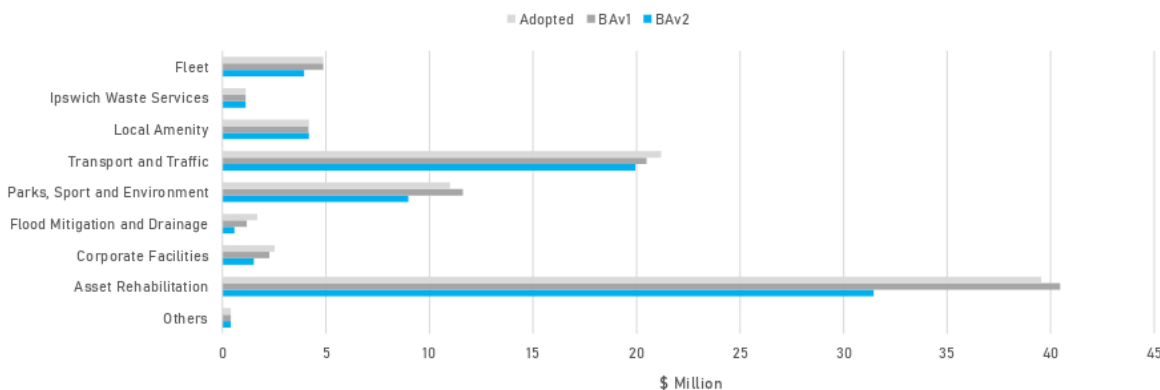
YTD Variance by Construction Program (Excluding CBD)



Capital Program (Excluding CBD)  
Actual and Forecast % of FY Budget



Capital Program (Excluding CBD)  
Budget Version Comparison

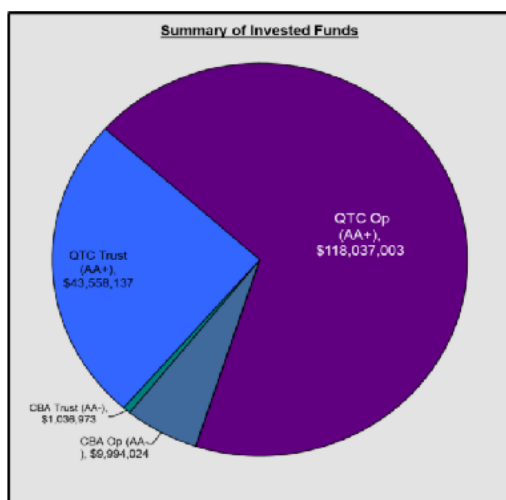
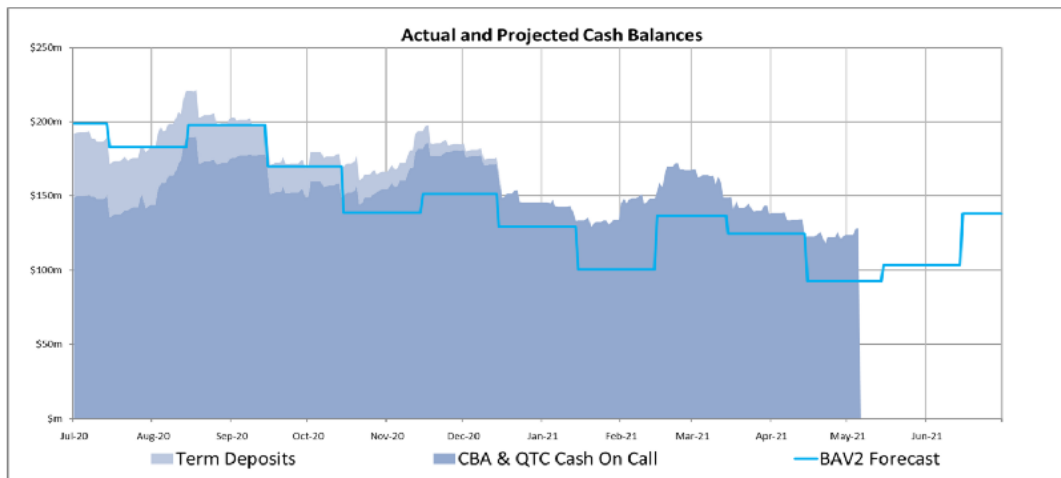


CAPITAL SUMMARY AS AT APRIL 2021									
	MTD Actual \$'000s	MTD Budget \$'000s	MTD Variance \$'000s	YTD Actual \$'000s	YTD Budget \$'000s	YTD Variance \$'000s	Full Year Budget \$'000s	EOY Forecast \$'000s	Comments
Whole of Council									
Construction Program and Asset Purchase	12,849	19,583	6,734	129,694	154,305	24,611	193,744	194,532	
Donated Assets	4,261	5,640	1,379	48,239	56,400	8,161	67,685	67,685	
Coordination and Performance									
Construction Program and Asset Purchase	0	0	0	5,115	5,150	35	8,330	8,330	CBD - Variance is primarily related to the financial impairment applied to the Commonwealth Hotel and the delay of the Metro B works due to the move-out date for QLD Health.
CBD Development	2,449	7,050	4,602	71,528	85,219	13,691	97,679	97,679	
Total Capital Expenditure	2,449	7,050	4,602	76,643	90,369	13,726	106,009	106,009	
Corporate Services									
Construction Program and Asset Purchase	623	453	(169)	3,574	3,544	(30)	4,754	4,754	ICT - Satisfactory results.
CBD Development - ICT Component	765	1,251	486	2,432	4,064	1,632	7,162	7,162	CBD component on track, an underspend is projected for this project.
Total Capital Expenditure	1,388	1,704	317	6,006	7,608	1,602	11,916	11,916	
Community, Cultural and Economic Development									
Construction Program and Asset Purchase	74	133	58	1,727	3,398	1,671	3,521	3,521	Library - No Issues  Civic Centre - Under budget relates to delays which are expected to be incurred in coming months.  Art Gallery - No issues  Community Safety and Innovation - Under budget relates to delays which are expected to be incurred in coming months.
Total Capital Expenditure	74	133	58	1,727	3,398	1,671	3,521	3,521	
Infrastructure and Environment									
Infrastructure Program	8,421	10,289	1,867	43,475	50,361	6,886	66,661	67,835	Infrastructure Program - Following the reduction of budget at BAv2 the Infrastructure program remains under budget due to project delays in Asset Rehabilitation and Parks, Sports and Environment programs.
Equipment	0	20	20	266	359	93	404	303	Equipment - Satisfactory results.
Waste	144	99	(44)	688	927	238	1,122	1,122	Waste - Bins replaced as required and according to city growth.
Fleet	373	288	(85)	865	1,283	418	3,946	3,660	Fleet - Currently under YTD budget due to delivery delays with vehicle replacement and minor & major plant replacement due to COVID-19 impacts and stock supplies.
Total Capital Expenditure	8,939	10,696	1,757	45,294	52,929	7,635	72,133	72,921	
Planning and Regulatory Services									
Construction Program and Asset Purchase	0	0	0	23	0	(23)	165	165	Cemeteries - No issues
Total Capital Expenditure	0	0	0	23	0	(23)	165	165	
Donated Assets									
Coordination and Performance	0	0	0	0	0	0	0	0	
Corporate Services	0	0	0	0	0	0	0	0	
Community, Cultural and Economic Development	0	2	2	9	20	11	28	28	
Infrastructure and Environment	4,261	5,638	1,377	48,230	56,380	8,150	67,657	67,657	
Planning and Regulatory Services	0	0	0	0	0	0	0	0	
Total Donated Assets	4,261	5,640	1,379	48,239	56,400	8,161	67,685	67,685	

FINANCIAL EXECUTIVE SUMMARY

APRIL 2021

Cash and Investments



Investments and Earnings Summary	Margin	% Return	\$
CBA Operating Account	0.006	0.60%	\$9,994,024
Term Deposit Investments	- 0.000		
QTC Trust Fund Account	0.006	0.65%	\$43,558,137
QTC Operating Account - CBD	0.006	0.65%	\$11,202,154
QTC Operating Account - General	0.006	0.65%	\$106,834,849
<b>QTC Operating Account - Total</b>	<b>0.006</b>	<b>0.65%</b>	<b>\$118,037,003</b>
Total Invested funds (W.Avg return)	0.006	0.65%	\$171,589,163
<b>Total Operating Funds (Ex Trust)</b>	<b>0.006</b>	<b>0.65%</b>	<b>\$128,031,027</b>

Cashflow

Council's cash and cash equivalents balance as at 30 April 2021 was \$128 million. The end of period cash holdings includes \$11.2 million of carried forward unspent loan funds invested with QTC. Council's investments are made in accordance with Council's Investment Policy (adopted as part of the annual budget) with an average return percentage of 0.65%.

Doc ID No: A7248219

ITEM: 15.3

SUBJECT: QUARTER 3 - OPERATIONAL PLAN 2020-2021 QUARTERLY PERFORMANCE REPORT

AUTHOR: SOCIAL DATA OFFICER

DATE: 10 MAY 2021

### **EXECUTIVE SUMMARY**

This is a report concerning an assessment of Ipswich City Council's progress towards implementation of the 2020-2021 Operational Plan with notable achievements that have occurred during quarter three (Q3). Departmental representatives have provided the presented Q3 data.

### **RECOMMENDATION/S**

**That the report be received and the contents noted.**

### **RELATED PARTIES**

There are no related party matters associated with this report.

### **ADVANCE IPSWICH THEME**

Strengthening our local economy and building prosperity

Managing growth and delivering key infrastructure

Caring for the community

Caring for the environment

Listening, leading and financial management

### **PURPOSE OF REPORT/BACKGROUND**

The 2020-2021 Operational Plan was formally adopted by Council on 30 June 2020. Section 174 of the *Local Government Regulation 2012* states the Chief Executive Officer must present to the local government a written assessment of progress towards implementation of the Operational Plan at a minimum of quarterly intervals.

An assessment of council's progress during Q3, being 1 January 2021 to 31 March 2021, has been prepared from commentary provided by the responsible officers and is contained in

Attachment 1. Council's Finance Branch provides to council a separate report with high-level details on the financial performance. A full report of performance against the

2020-2021 Operational Plan will be included in council's Annual Report and will be presented at the conclusion of the financial year.

The table below provides a snapshot of the current positioning of each deliverable against the stated target. To clarify the progress statements used in the table, please refer to the below legend:

Not yet commenced	This deliverable has not yet begun but is scheduled to begin later in the year and be completed within the FY.
At Risk	This deliverable has started but is at risk of not being completed by the EOFY or not achieving its targeted outcome.
On Track	This deliverable has started and is progressing as planned.
Not Proceeding	This deliverable is not progressing as scheduled and funding has been reallocated.
Complete	This deliverable has been completed and has achieved the targeted outcome.

Status	Number	%
Not yet Commenced	0	0%
At Risk	11	15%
On Target	44	59%
Not Proceeding	3	4%
Complete	16	22%
Total	74	100

A detailed list of those items *At Risk* and *Not Proceeding* are included as Attachment 2.

## LEGAL/POLICY BASIS

This report and its recommendations are consistent with the following legislative provisions:  
*Local Government Regulation 2012*

## RISK MANAGEMENT IMPLICATIONS

Section 174 of the *Local Government Regulation 2012* states the Chief Executive Officer must present to the local government a written assessment of progress towards implementation of the Operational Plan at a minimum of quarterly intervals.

The highest risk is political/reputational should council fail to meet the mandated deadline for adoption of the Operational Plan Quarterly Report.

## FINANCIAL/RESOURCE IMPLICATIONS

Extenuating circumstances outside council's control continue to impact council's ability to progress a number of the deliverables identified in the Operational Plan 2020-2021.



## COMMUNITY AND OTHER CONSULTATION

The content of this report has been developed from commentary provided by each department. This information provides an update on council's progress towards achieving the objectives of council's Operational Plan 2020-2021 and presents notable achievements during quarter three.

## CONCLUSION

This is a report concerning an assessment of Ipswich City Council's progress towards implementation of the Operational Plan 2020-2021 and notable achievements that have occurred during the quarter. Q2 data as provided by departmental representatives is presented. A full assessment of the Operational Plan 2020-2021 will be included in Council's Annual Report that will be presented later in the year.

## ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	Q3 Operational Plan <a href="#">↓</a> 
2.	Q3 2020-2021 AT Risk Not Proceeding Deliverables <a href="#">↓</a> 

Josh Mallet

**SOCIAL DATA OFFICER**

I concur with the recommendations contained in this report.

Joshua Edwards

**ENTERPRISE PROGRAM MANAGEMENT OFFICE MANAGER**

I concur with the recommendations contained in this report.

Barbara Dart

**ACTING GENERAL MANAGER COORDINATION AND PERFORMANCE**

***"Together, we proudly enhance the quality of life for our community"***



# City of Ipswich **Operational Plan**

2020/2021 | Quarter 3 Report



[ipswich.qld.gov.au](http://ipswich.qld.gov.au)





Quarterly reporting captures the progress and achievements in relation to the key deliverables from the [2020-2021 Operational Plan](#). It provides an overview of council's progress towards achieving the city's vision and city-wide outcomes for the community

You can download a copy of this report at [ipswich.qld.gov.au/about\\_council/corporate\\_publications](https://ipswich.qld.gov.au/about_council/corporate_publications).

You can request a printed copy or provide feedback by contacting us on (07) 3810 6666 or by email to [council@ipswich.qld.gov.au](mailto:council@ipswich.qld.gov.au).

Ipswich City Council acknowledges the traditional custodians of the land, pays respect to elders past, present and emerging and extends that respect to all Aboriginal and Torres Strait Islander peoples.

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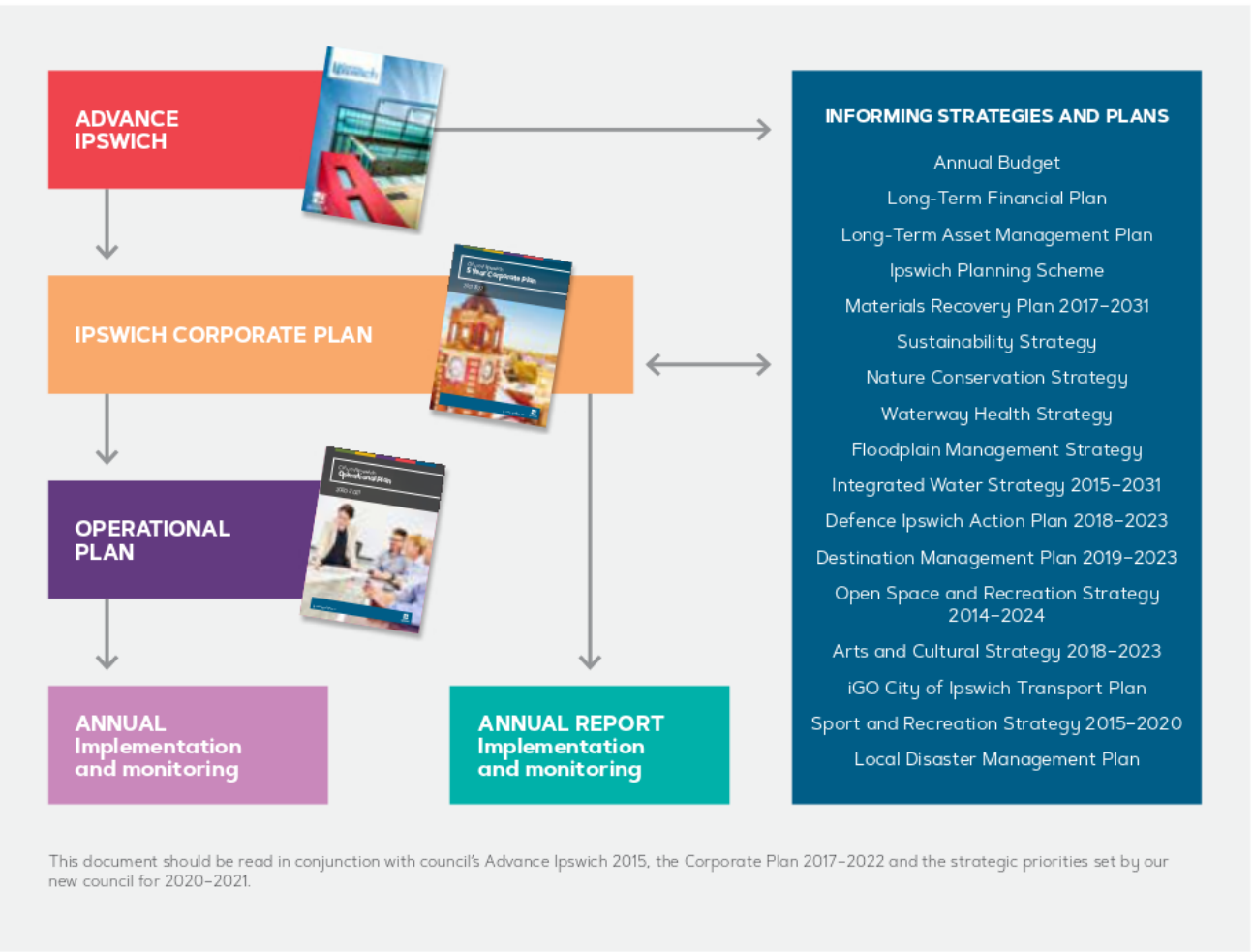


**CORPORATE PLANNING**

The Operational Plan 2020–2021 has been created within the existing framework of Advance Ipswich and the Corporate Plan 2017–2022, both of which are documents adopted by the previous council and not aligned to our new elected representatives. Our new council has developed their strategic priorities for 2020–2021 and these are detailed in this document.

Under Section 174 of the *Local Government Regulation 2012*, a local government is required to adopt an annual Operational Plan to identify the activities that council needs to undertake during the financial year to achieve the longer-term outcomes of the Corporate Plan 2017–2022.

The Operational Plan allows council to manage its responsibilities and continue to engage with the community and report on its progress towards success.



This document should be read in conjunction with council's Advance Ipswich 2015, the Corporate Plan 2017–2022 and the strategic priorities set by our new council for 2020–2021.

**OUR NEW COUNCIL'S STRATEGIC PRIORITIES 2020–2021**

Council's focus is on the five interconnected strategic priorities listed below. You will see these strategic priorities referred to throughout the Operational Plan.

OUR STRATEGIC PRIORITY	HOW WILL WE DO THIS
<p><b>Our council is recognised as a leader in good governance and accountability.</b></p> <p>We are a modern, financially sustainable local government that is transparent, open and responsive to the needs of our residents.</p>	<ul style="list-style-type: none"><li>▪ We make financially responsible decisions and we are transparent and ethical in all aspects of governance.</li><li>▪ We ensure council is managed efficiently and effectively and we openly report on our operational and financial performance.</li><li>▪ We take a community centric approach to service delivery and strategic planning, ensuring all interests of our community are represented.</li><li>▪ We inspire our workforce, support our employees and encourage diversity and accessibility of employment opportunities across council.</li><li>▪ We will work with State and Federal Government to advocate for community needs.</li></ul>
<p><b>Our natural environment is preserved and protected.</b></p> <p>We are a sustainable city that values our natural assets and has a thriving and healthy built and natural environment.</p>	<ul style="list-style-type: none"><li>▪ We advocate for the protection of our natural resources and communities against pollution and waste.</li><li>▪ We empower our community to preserve our built and natural environment.</li><li>▪ We shape policies that enhance sustainability.</li><li>▪ We improve the health of our waterways and air quality.</li><li>▪ We demonstrate leadership in organisational sustainability.</li></ul>
<p><b>Our community has access to jobs and economic opportunities now and in the future.</b></p> <p>We are a city of thriving economic centres that enables prosperity for our residents who can live, work, invest and do business within the city.</p>	<ul style="list-style-type: none"><li>▪ We support existing businesses and industry to be more productive by leveraging new opportunities and growing direct and indirect jobs.</li><li>▪ We are committed to supporting local business and stimulating the economy through council's own policies, projects and local procurement.</li><li>▪ We attract investment in our city that stimulates economic growth, creates new jobs and reduces unemployment levels.</li><li>▪ We build relationships with stakeholders and investors to connect residents, businesses and industry with new opportunities in Ipswich.</li><li>▪ We engage and support young people to enable them to thrive in our city and we promote equity in the workforce.</li></ul>
<p><b>Our community is cohesive, vibrant and resilient.</b></p> <p>We are a community of well-designed and serviced centres and neighbourhoods, well prepared to meet the challenges of today and the opportunities of tomorrow.</p>	<ul style="list-style-type: none"><li>▪ We ensure our city is well connected and serviced by crucial transport and infrastructure links.</li><li>▪ We promote healthy living and ensure that affordable housing is accessible for all who live, work and play in it.</li><li>▪ We balance the needs of development and lifestyle and provide cultural and creative resources to enrich the lives of residents and visitors.</li><li>▪ We ensure residents and community groups have access to services and support that assists with adaptation post COVID-19.</li></ul>
<p><b>Our thriving city centre benefits communities across the city.</b></p> <p>We will deliver a thriving city centre that connects all business areas within the central business district to create a retail, government and hospitality destination hub for residents, business and visitors.</p>	<ul style="list-style-type: none"><li>▪ We take a precinct approach to development and ensure a tenancy mix attracts residents, visitors and businesses and enables inclusivity.</li><li>▪ We strive to improve transport links and public transport accessibility and active transport to the city heart.</li><li>▪ We encourage entrepreneurialism through our planning and regulations to ensure our city is open for business.</li></ul>



CORE BUSINESS FUNCTIONS

Core business functions are those activities which are undertaken to meet the community's needs. These items are reflected in council's Services Catalogue.

Core business functions are what we do best to keep our city thriving and to meet our community's need. It is all the activities undertaken by all employees, whether it's the maintenance of roads, collection of waste, operations of city libraries, assessing development applications, engaging with our stakeholders, or any of our support services. It is what we do to ensure Ipswich remains liveable for its residents and attractive to its

visitors. These activities may happen daily, weekly, or monthly, but they remain pivotal to our city's success.

It is important that the core business functions reflect our strategic direction and are anchored by an informing document to drive what we do and why we do it. Council's Services Catalogue lists all core business which can include services legislated to council, for example licensing food businesses, or those non-legislated or discretionary services such as providing free immunisation clinics for high school children.

SERVICE CATEGORIES	
Animal Management Services	Governance
Arts Services	ICT Services, Strategy and Project Delivery
City Maintenance – Aquatic	Infrastructure Strategy and Planning
City Maintenance – Facilities	Library Services
City Maintenance – Open Space	Local Business and Industry Development
City Maintenance – Roads and Drainage	Local Law
City Maintenance – Technical Support	Media and Communication
City Maintenance – Urban Forest and Natural Area	Natural Environment and Land Management
Community Development and Research	People and Culture
Community Engagement	Planning and Development
Community Health and Education	Procurement
Community Safety	Property and Facilities
Construction City Assets	Recreation and Sports
Customer Services	Regulatory Compliance Services
Economic Development	Resource Recovery
Elected Council	Strategic and Corporate Planning
Events	Sustainability and Emergency Management
Financial Services	Tourism
Fleet	Workplace Health and Safety

ACHIEVEMENTS AND KEY ACTIONS 2020-2021

The key actions presented are undertaken alongside an annual capital program and core business functions. There are some key capital projects and core business functions listed here given their strategic nature.

There are some strategies listed that will say 'No key actions identified for delivery 2020-2021'. This does not mean explicitly that there is no activity occurring in this space but rather there are no key actions highlighted for the year that align to Corporate Plan outcomes or strategic priorities for 2020-2021.

STATUS			No.	%
NOT YET COMMENCED	⊗	This deliverable has not yet begun, but is scheduled to begin later in the year and be completed within the FY.	0	0%
AT RISK	!	This deliverable is at risk of not achieving its targeted outcome.	11	15%
ON TARGET	🎯	This deliverable is progressing as scheduled.	44	59%
NOT PROCEEDING	🚫	This deliverable is not progressing as scheduled and funding has been reallocated.	3	4%
COMPLETE	✅	This deliverable has been completed and has achieved the targeted outcome.	16	22%
TOTAL			74	100%

## THEME 1 STRENGTHENING OUR LOCAL ECONOMY AND BUILDING PROSPERITY (JOBS)



### GOAL 1

Use the competitive advantages of the Ipswich economy to provide jobs for the growing population and prosperity for the city through business diversification, adapting and responding to technological advances and creating an attractive economic environment for business investment.

### INITIATIVES AND ACHIEVEMENTS

#### Performances, Exhibitions and Sports

Quarter 3 saw the return of a long awaited, full and complete performing arts program and event activity for the Ipswich Civic Centre, Studio 188 and North Ipswich Reserve Corporate Centre (NIRCC). After 9 months of limited programming during 2020, it was an emotionally rewarding time for both our patron's and team members and when the curtains raised and our first performance – The Sunny Coast Rude Boys – the reaction of our patrons was empowering.

A total of 10 performances were delivered between mid-February and end of March, however more encouraging is the ticket sales generated for the balance of the year covering all scheduled performances through November 2021, totalling just shy of 5,000 tickets.

The year ahead provides for a great variety of performance genre with a particular emphasis on productions targeting the engagement of our school children through such shows as The Very Hungry Caterpillar, The Owl and The Pussycat and Pete the Sheep.

The Art Gallery continued to deliver quality exhibitions and inventive programs, ensuring local Ipswich content retains a valuable place in our visual arts landscape.

Across the sport and recreation space, council continued to assist clubs in their return to play programs under COVID guidelines along with a number of Healthy Active programs for all age groups.



#### Media coverage on council initiatives

Council's media team proactively drove the communication of an exciting and ground-breaking diversity program that was initiated by council, obtaining international news coverage in the process. The coverage generated some \$1million in ASV (equivalent Advertising Space Value if it were paid advertising) for council and was an excellent example of council's innovation and leadership.

Ipswich City Council has been granted an exemption to advertise for females only to be recruited for a training program to obtain a Heavy Rigid licence needed to drive a waste truck.

The media strategy employed was extremely effective garnering coverage from local, state, national and international media on all platforms including tv, online, radio and print.

One of the biggest hitters was the BBC which has an average story views of more than 70,000 and an audience of more than five and a half million. The Today Show was also a massive win as it has an average audience of 302,000 viewers.

Video footage was provided and images to accompany video stories which greatly improved our chance and duration of coverage.

Council prepared words, images, video interviews, pitched the story around the country, provided news advice to staff and accompanied news crew on live interviews.





## DELIVERABLES

DELIVERABLE 2020-2021	PERFORMANCE	STATUS Q1	STATUS Q2	STATUS Q3	STATUS Q4
<b>STRATEGY 1:</b> Build partnerships and develop programs to widely promote investment opportunities and support business development and activity in the city.					
<b>KEY ACTION:</b> Promote a major investment pathway within council that supports investment attraction in key sectors. (9.2/1.1)	<b>OUTCOME:</b> Ensure an effective framework of priorities, opportunities and alignment is maintained and championed with a measurable focus on factors of employment, investment, development and export.				
Development of Industrial Land Strategy.	The cross-functional Industrial Land and Employment Needs Analysis has not yet been finalised. The Industrial Land Strategy is reliant on this preceding piece of work and therefore it has been delayed. The Industrial Land Strategy is now expected to commence in Q4 with delivery likely in Q2 of the 2021/22 financial year.	🔄	🔄	⚠️	
Deliver Small Business Program.	The Office of Economic Development has prioritised a broad range of work focused on Ipswich small and medium business in collaboration with the Ipswich Region Chamber of Commerce and the Greater Springfield Chamber of Commerce. In Q3 the most significant outcome was the streamlining of council processes relating to permitting for Food Trucks. A collaborative review and process improvement project across multiple council functions has facilitated a significant reduction in turn-around time and improvement in customer experience. The new process will be deployed in Q1 of the 2021/22 financial year. Q3 has also seen substantial planning and preparation for local activity associated with Queensland Small Business Month in May 2021 in partnership with the Chamber of Commerce, Queensland Government and the Queensland Small Business Commissioner.	🔄	🔄	🔄	
Deliver Business Support Fund.	The Small Business Funding Program continues to be promoted and managed. A revised criteria to enable more local businesses to access support funding is being drafted in Q3 for deployment in Q4.	🔄	🔄	🔄	
Implement the new Buy Ipswich Approach providing enhanced support and opportunities to develop local business and industry	Complete.	✅	✅	✅	
<b>STRATEGY 2:</b> Provide a full spectrum of life-long learning opportunities, from early learning through schooling to vocational training and tertiary education that aligns skills and education with emerging employment opportunities.					
<b>KEY ACTION:</b> Promote whole-of-life learning opportunities, particularly early learning and adult learning. (9.2/2.1)	<b>OUTCOME:</b> Increased participation in learning opportunities across targeted community groups.				
Finalise the Regional Skills Investment program with the Department of Employment, Small Business and Training	Complete.	🔄	✅	✅	

DELIVERABLE 2020-2021	PERFORMANCE	STATUS Q1	STATUS Q2	STATUS Q3	STATUS Q4
<b>STRATEGY 3:</b> Develop the Ipswich City Centre as the regional capital of the Western Corridor of SEQ and as an important regional employment centre.					
<b>KEY ACTION:</b> Maintain a strong council presence within the Ipswich CBD as the main administrative centre for the Local Government Area. (9.2/3.1)	<b>OUTCOME:</b> Planned relocation of complete council Administrative Services and Hub Library to new development in Ipswich CBD by 2018/19.				
Delivery of the Ipswich Central Redevelopment program for 2020-2021: Opening of new Ipswich Central library, civic space, and car park.	Ipswich Central Library, Tulumur Place and the Nicholas Street Precinct Car Park all operating well. Lighting upgrades completed levels B3 to B6 of the car park. All assets being monitored under their Defect Liability Period.	🔄	🔄	✅	
Relocation of existing South Street library operations to new building and establishing children's library in South Street (until new children's library is opened in 2021-2022).	Relocation of Ipswich Central Library to the Nicholas Street Precinct has been completed on-time and on-budget. The establishment of the Children's Library in 1 Nicholas Street is progressing on-budget and on-time for a planned June 2021 opening.	🔄	✅	✅	
ICT deliverables for new library and interim children's library.	CBD Ipswich Central Library – project closure activities progressing. CBD Admin Building and Children's Library – ICT related cabling completed. Audio Visual installation commenced. Internet and network services relocation complete. Planning for relocation/decommissioning of ICT equipment commenced. In addition, MFD relocation planning has commenced. Planning for decommission of services to existing building has also commenced.	🔄	🔄	🔄	
Construction of new council administration building.	Works to the interior and exterior of the Administration Building (SP1) finalised by Hutchinson Builders with Practical Completion achieved in mid-March 2021. Occupation of the building by council staff to occur in the last two weeks of June 2021. The asset is being monitored under its Defect Liability Period. Preparations are underway to ensure the building's effective and efficient management and operation.	🔄	🔄	✅	
Delivery of retail development.	In Q3, council approved works to EATS and Metro B buildings including Metro A and B facades together with adjoining streetscape works in Nicholas Street and Union Place. These works will commence early in Q4 of 2020/21. Works on the Commonwealth Hotel are well advanced with Practical Completion now scheduled in April 2021. Commencement of a consultancy to consider options and cost of widening Bottle Alley between Nicholas and Ellenborough Streets. As at the end of March 2021, 13 non-legally binding Heads of Agreements (HOAs) had been endorsed. The process is well underway to ensure the conversion of these commercial terms into legally binding documents (AFLs). Council's leasing agent continued discussions with a number of other prospective tenants for the precinct. Leasing program advancing well given the underlying retail environment. Any risks are with the conversion of endorsed HOAs to AFLs.	⚠️	🔄	✅	

**KEY:** NOT YET COMMENCED (🔄) AT RISK (⚠️) ON TARGET (🔄) NOT PROCEEDING (🔄) COMPLETE (✅)



DELIVERABLE 2020-2021	PERFORMANCE	STATUS Q1	STATUS Q2	STATUS Q3	STATUS Q4
<b>KEY ACTION:</b> Facilitate the development of Ipswich City Centre with a vibrant mix of land uses including government offices and services, commercial premises, retail, key community facilities, food and beverage outlets and higher density inner city living. (9.2/3.3)	<b>OUTCOME:</b> Ensure relevant provisions are contained in the Ipswich Planning Scheme and are delivered through appropriate development outcomes.				
Feasibility and Business Case developed for update to Civic Centre.	Options and initial logic planning has been progressed to the point where feasibility and preliminary business case proposals can be drafted in Q4. Once drafted, informed consultation can be progressed.	⚠	🔄	🔄	
<b>STRATEGY 4:</b> Strengthen the local digital economy.					
<b>KEY ACTION:</b> Review critical success factors and develop a plan, including a digital infrastructure plan, to support the development of a vibrant local digital economy. (9.4/4.1)	<b>OUTCOME:</b> Prioritisation and broad integration of the Ipswich Smart City Program.				
Implementation, evaluation and review of Fire Station 101 operations and programming.	Future operating model options for Fire Station 101 have been drafted and consultation has commenced. The establishment of the Queensland Government Defence Hub and the entry of alternate co-working spaces in the Ipswich Central region has facilitated a review and amendment to the membership / access fees and charges.	🔄	🔄	🔄	
<b>STRATEGY 5:</b> Support the growth and operation of RAAF Base Amberley and associated aerospace and defence support industries.					
<b>KEY ACTION:</b> Protect RAAF Base Amberley from land uses and activities that would impact on its operational integrity. (9.2/5.1)	<b>OUTCOME:</b> Ensure relevant provisions are contained in the Ipswich Planning Scheme and are delivered through appropriate development outcomes.				
Implementation, evaluation and review of the Defence Ipswich Action Plan.	The Defence Industry Scale Up program has been designed in collaboration with industry partners and the Federal Department of Defence. Operation Scale Up, a pilot industry mentoring program to support businesses to become defence-ready will be deployed in Q4.	🔄	🔄	🔄	
<b>STRATEGY 6:</b> Diversify the local economy.					
<b>KEY ACTION:</b> Support tourism opportunities based on heritage assets, events, motor and adventure sports, eco-tourism and nature-based recreation, rural areas and farm-based tourism. (9.2/6.4)	<b>OUTCOME:</b> Ensure an effective framework of priorities, opportunities and alignment is maintained and championed with a measurable focus on factors of employment, investment, development and export.				
Development and implementation of a business development program to assist tourism operators with change to market conditions (trade ready).	Council continues to fulfil its commitment to the local tourism economy through the delivery of 37 Priority Actions under the City of Ipswich Destination Management Plan 2019-2023. Actions 27-30 are put in place as an always-on, targeted, multi-channel marketing plan to drive awareness, engagement and conversion for the industry. In Q3 this included: <b>Publicity and Marketing:</b> <ul style="list-style-type: none"><li>mask mandate lockdown in January – Pivot campaign to support take-away at hospitality businesses</li><li>Channel 7 Weekended Series (15 episodes from August 2020 – July 2021)</li><li>MustDo Brisbane articles distributed weekly (52 weeks)</li><li>Discover Ipswich experience articles distributed weekly as 'inside stories'</li><li>third-party publicity coverage in the QT, Must Do Brisbane, The Courier Mail, Out and About with Kids, The Big Bus Tour and Travel Guide, Eat Drink and Be Kerry (blog), Beer and Croissants (blog), Escape.</li></ul>	🔄	🔄	🔄	

DELIVERABLE 2020-2021	PERFORMANCE	STATUS Q1	STATUS Q2	STATUS Q3	STATUS Q4
	<b>Campaigns:</b> <ul style="list-style-type: none"> <li>summer school Holidays campaign</li> <li>Valentine's Day campaign</li> <li>Flavours of Ipswich program – Phase 1</li> <li>Discover Ipswich Magazine development.</li> <li>What's On in the city publicity alert distributed monthly</li> </ul> <b>Billboard activity:</b> <ul style="list-style-type: none"> <li>Myer Centre Digital Billboard campaign (52 weeks)</li> <li>East Street Billboard.</li> </ul> <b>Visitor Experiences:</b> <ul style="list-style-type: none"> <li>animal encounters experiences</li> <li>Japanese Tea Ceremony</li> <li>city lights White Rock walking tour</li> <li>weekly brochure distribution</li> <li>bus groups (enquiries/serviced: 17/3)</li> <li>VIC ITON Operators quarterly Famil of the Town of Marburg.</li> </ul> <b>Industry Development:</b> <ul style="list-style-type: none"> <li>Film Ipswich - Mapping film-making locations in the city (50% completed)</li> <li>Google Trekker 2.0 - Mapping businesses and council locations (50% completed)</li> <li>Moreton Bay Caravan &amp; Camping show attendance</li> <li>ITON networking session – March</li> <li>ITON annual industry barometer survey</li> <li>New Leaf investment attraction project</li> <li>IEEP – all projects in final phase of completion</li> <li>ITON operator meetings – 19 meetings.</li> </ul> <p>The Film Ipswich project has secured 13 film permits since October 2020 with popular shows such as House Hunters International, The Parenting Show, the Russell Howard Show and Crikey! It's the Irwins all booked to film in Ipswich. The Flavours of Ipswich pilot program will be deployed in Q4.</p>				
Stage 2: Program launch - 'Soft infrastructure' grant program to support ITON operators participating in the attracting Group travel (Domestic and International) to the city.	Successful applicants of the Ipswich Exceptional Experiences Program are currently in the process of completing works associated with the creation of a new or enhanced visitor experience.	🔄	🔄	🔄	
<b>KEY ACTION:</b> Support transport, logistics, and manufacturing industries, particularly where local SEQ western corridor products and agriculture are used. (9.2/6.5)	<b>OUTCOME:</b> Ensure an effective framework of priorities, opportunities and alignment is maintained and championed with a measurable focus on factors of employment, investment, development and export.				
Delivery of Advocacy Plan for the Willowbank Ebenezer Intermodal (this activity is included in the Regionally Significant Projects detailed earlier in the Plan)	The Social and Economic Benefits and Impacts Study for the Willowbank Ebenezer Intermodal was delivered in late 2020 and confirms, in general, the benefits of the project to Ipswich.  The project, therefore, has been advocated for as part of the Federal budget submission; the Canberra SEQ Council of Mayors Delegation, March 2021; CityDeals; and Inland Rail Canberra to Kagaru Environmental Impact Assessment Submission.	🔄	🔄	🔄	

**KEY:** NOT YET COMMENCED ⚠ AT RISK ⚠ ON TARGET 🔄 NOT PROCEEDING ⏸ COMPLETE ✅



## THEME 2 MANAGING GROWTH AND DELIVERING KEY INFRASTRUCTURE



**GOAL 2**  
Plan and develop a vibrant and sustainable city that accommodates the needs of a diverse and growing population and economy.

### INITIATIVES AND ACHIEVEMENTS



#### Highly commended library design award for Karalee library pod

Council's Karalee Library Pod has received a Highly Commended following our nomination for the 2021 Australian Library Design Award. The awards celebrate design excellence in new and refurbished libraries across Australia.

The innovative self-service library pod which allows Ipswich Libraries members to use a mobile phone or library card to browse, borrow and return books and was nominated in the Public Library category.

The Karalee Library Pod has processed more than 19,000 loans and 20,000 returns and almost 1,300 Ipswich Libraries members have been regularly using the pod over its 17 months.

The Pod was in contention for the award with a collection of extremely high-value Library builds from across Australia and the commendation shows what great and innovative work the team are continuing to do for the Ipswich community.

#### Development of Residential Swimming Pool Safety Education and Awareness Program

Assessment of the standing Proactive Pool Inspection Program was undertaken, and comparison made to contemporary practices with respect to pool and water safety awareness. The assessment determined that education and awareness programs were far more likely to deliver key messages and to a broader audience.

A residential swimming pool safety and education program was developed and targeted partnerships within industry. The program will deliver water awareness strategies, pool fencing information,

practical life-saving education programs of CPR, and Learn2swim water awareness programs. Research suggests that this type of education strategy has a greater likelihood of reducing immersions and saving lives.

The program will provide free or low-cost water safety and education programs to the Ipswich community. This type of program will have a far broader reach to the whole community rather than just pool owners. This is anticipated to lead to increased water safety messaging and inform safety around all water, creating a safer environment the Ipswich community.





## DELIVERABLES

DELIVERABLE 2020-2021	PERFORMANCE	STATUS Q1	STATUS Q2	STATUS Q3	STATUS Q4
<b>STRATEGY 1:</b> Develop a compact, sustainable, mixed use urban form that supports community and economic development.					
<b>KEY ACTION:</b> Limit urban development to a defined urban footprint thereby protecting important natural environmental areas, waterways, rural areas and scenic landscapes. (9.3/1.1)	<b>OUTCOME:</b> Ensure relevant provisions are contained in the Ipswich Planning Scheme and are delivered through appropriate development outcomes.				
Preliminary drafting of new Planning Scheme and Local Government Infrastructure Plan.	Drafting of new planning scheme is underway and continuing although behind schedule. Meeting with the State Planner & key State government officers regarding scheme structure and approach confirming a Place Based approach to the planning scheme with an emphasis on place-making will be a core focus of the scheme. Consultancy work on informing studies for the planning scheme including centres strategy review and update and industrial land assessment and needs analysis reaching closure and peer review of Biodiversity overlay codes, policy and mapping completed. Peer review on Natural Hazards identified gaps and need for further risk assessments to be undertaken to satisfy the State Interest. Implications for budget and management of project timeframes to be confirmed. Targeted discussion sessions with councillors to commence with sessions one scheduled on strategic policy direction and themes including major policy areas of change, consultation risks, key issues and implications for divisions. Local Government Infrastructure Plan (LGIP) – Business case prepared and approved with recruitment for resourcing approaching close out for all teams. Project management capacity risk identified and elevate to issue. Decision on mitigation pending.	⚠	⚠	⚠	
<b>KEY ACTION:</b> Encourage a diversity of housing types, styles and densities that meet community housing needs. (9.3/1.2)	<b>OUTCOME:</b> Social housing strategy that aligns to projected community needs. Increasing social diversity within defined geographic regions.				
Develop an Affordable Living policy.	Initial research and information gathering has commenced to help inform a discussion paper that will be distributed in 2021 for internal and community consultation. Due to resourcing and other community consultation impacts the completion of a developed policy won't be completed in 2020-2021. This policy development will occur in the 2021-2022 program of work for council.	⚠	⚠	⚠	

KEY: NOT YET COMMENCED ⚠ AT RISK ⚠ ON TARGET ⚡ NOT PROCEEDING ⚠ COMPLETE ✓

DELIVERABLE 2020-2021	PERFORMANCE	STATUS Q1	STATUS Q2	STATUS Q3	STATUS Q4
<b>KEY ACTION:</b> Develop a strong network of centres to support community connectedness and identity and accessibility to services and facilities that contribute to both social and economic outcomes. (9.3/1.4)	<b>OUTCOME:</b> Delivery of council owned social infrastructure aligned to the Social Infrastructure Plan.				
Develop new 20 year Social Infrastructure Plan.	Local Government Infrastructure Plan (LGIP) – Business case prepared and approved with recruitment for resourcing approaching close out for all teams. Project management and schedule development is progressing although is contingent on overarching LGIP Project Management risks being resolved.	⚠	⚠	⚠	
<b>STRATEGY 2:</b> Provide adequate land and infrastructure to support community development and economic activity.					
<b>KEY ACTION:</b> Facilitate infrastructure planning and delivery arrangements with developers, government agencies and utility providers to ensure infrastructure is delivered in a timely and efficient manner to support both community and economic development. (9.3/2.2)	<b>OUTCOME:</b> Ensure relevant provisions are contained in the Ipswich Planning Scheme and the Local Government Infrastructure Plan and are delivered through appropriate development outcomes.				
Delivery of the Infrastructure and Environment Capital Works Program for 2020-2021. This includes road maintenance and rehabilitation, and maintenance of 413 parks, 219 reserves and 40 sports fields.	The delivery of the City maintenance operational objectives are on target with all areas meeting KPI's and service standards. The city maintenance operational budget is slightly under YTD forecast (\$37.5M Actual vs \$451M forecast, 90%YTD). Rainfall in Q3 resulted in busy workloads in the Open Space team in response to grass growth.	⚡	⚡	⚡	
Deliver an Advocacy Plan for Norman St. Bridge (this activity is included in the Regionally Significant Projects detailed earlier in the Plan).	Complete.	✓	✓	✓	
Represent the community and council interests on the Project Steering Committee for the Brisbane Lions Centre and Training Facility.	Contractual negotiations between the Brisbane Lions and their principle contractor have meant that works have not yet commenced. Works are anticipated to commence in late March. These delays have not posed any additional risks to council. Council has not incurred any significant costs due to this delay.	⚡	⚡	⚡	
Deliver an Advocacy and Engagement Plan focused on economic and workforce priorities.	Significant work has been completed in Q3 on the advocacy and engagement plan, including a review of governance and identification of possible advocacy models moving forward. Of critical importance is a model that empowers and leverages all stakeholders; Mayor and councillors, state and federal members and industry leaders. The Q3 highlight was the Mayor's visit to Canberra with South East QLD Council of Mayors, where Ipswich was able to present a full prospectus of regionally significant projects that require state and federal support.	⚡	⚡	⚡	
Deliver an Advocacy Plan for the North Ipswich Stadium (this activity is included in the Regionally Significant Projects detailed earlier in the Plan).	The merge of the Brisbane Bombers and Ipswich Jets, to form Brisbane Jets and bid for entry into NRL in 2023 added momentum to the call for the North Ipswich Stadium. This was furthered by the announcement of the 2032 Brisbane Olympics bid and negotiations. The North Ipswich Sports and Entertainment Precinct Options Analysis will be presented to council in early Q4, accompanied by a newly commissioned report outlining the pathway to servicing and fielding an NRL team, including training and administration facilities.	⚡	⚡	⚡	



DELIVERABLE 2020-2021	PERFORMANCE	STATUS Q1	STATUS Q2	STATUS Q3	STATUS Q4
<b>STRATEGY 3:</b> Provide a transport system that supports the safe, reliable and sustainable movement of people and goods for all travel modes.					
<b>KEY ACTION:</b> Develop and implement an integrated transport plan that provides a platform for enabling sustainable travel choices through the city being well connected for business, freight and visitors; a convenient and competitive public transport system; and more compact and mixed land uses to reduce trip lengths and make public transport, walking and cycling more viable. (9.3/3.1)	<b>OUTCOME:</b> Ensure delivery of actions and outcomes in the Ipswich City Council Transport Plan (iGo) are achieved.				
Implementation program for iGo in 20/21.	The Green Workplace Travel Plan continues to progress well. A series of behaviour change workshops have been held across council with the aim of finding ways to make a behaviour change in the way staff travel to and from work in light of the move to the new administration building. These volunteer workshops are allowing staff to consider the kinds of 'tools for change' that they and others might need to do this. The workshops were well attended and much feedback has been received.	🔄	🔄	🔄	
Deliver an Advocacy Plan for the Ipswich to Springfield Public Transport Corridor (this activity is included in the Regionally Significant Projects detailed earlier in the Plan).	Completed. In Q3 the Ipswich to Springfield Public Transport Corridor was included in the Australian Government's Infrastructure Priority List for the first time.	✅	✅	✅	
<b>STRATEGY 4:</b> The city's heritage is conserved.					
No key actions identified for delivery 2020-2021.					
<b>STRATEGY 5:</b> Provide an integrated open space network that is accessible and meets the recreational needs of residents and visitors.					
No key actions identified for delivery 2020-2021.					

**KEY:** NOT YET COMMENCED ❌ AT RISK ⚠️ ON TARGET 🔄 NOT PROCEEDING ⏸️ COMPLETE ✅





## THEME 3 CARING FOR OUR COMMUNITY



**GOAL 3**  
Create a city that values its past and  
embraces opportunities to work together  
for the betterment of the community.

### INITIATIVES AND ACHIEVEMENTS

#### Transparency and Integrity Hub

The Hub is an initiative to deliver greater openness and transparency to the community, to 'open the books', and begin to restore the trust of the Ipswich community. The new Transparency and Integrity Hub was launched on 1 July 2020 just nine and a half weeks after the resolution of the new council.

Financial and procurement data, including contracts awarded to local businesses and contributing to local employment, are now published to the Hub on a monthly basis. In line with council's resolution, council publishes a quarterly report to the Hub on expenditure and revenue against planned budget.

Consent was sought and received from all current councillors for the publication of their remuneration and expenses on the Hub which is now published on a monthly basis. During the quarter, council continued to liaise with the Queensland Information Commissioner in relation to council's application for a waiver from the application of the Information Privacy Principles to publish remuneration and expenses incurred by the former councillors and Directors of controlled beneficial entities. A decision was received from the Information Commissioner in March.

Work will continue in 2021 and beyond to publish information to the Hub that increases the transparency and openness of council's operations and services to the community and improvements that increased use and relevance of the Hub to the community.



#### STEAM Labs sparks an interest in science, technology, engineering, arts and mathematics

The opening of the STEAM Lab was a key feature of the recently transformed Interim Children's Library offering families and carers hands-on opportunities to explore a range of activities based around science, technology, engineering, arts and mathematics.

During the period 1 January to 23 March 2021 more than 2,730 visitors (1,723 children and 1,010 adults) engaged with staff in activities ranging from interactive art experiences using iPads,

music-mixing stations, light tables with magnetic shapes, stop-motion animation, AR (Augmented Reality) photo manipulation and robotics. These figures relate to 342 staff operated hours. Actual engagement in the space far exceeds these figures.

Owing to its popularity, the opening hours of the space have been extended to enable families to engage in self-directed experiential learning across seven days.





**DELIVERABLES**

DELIVERABLE 2020-2021	PERFORMANCE	STATUS Q1	STATUS Q2	STATUS Q3	STATUS Q4
<b>STRATEGY 1:</b> Inform, educate and celebrate with the community those elements of our history that have shaped our identity.					
<b>KEY ACTION:</b> Strengthen council's branding of Ipswich to align with our identity and changing communities. (9.4/1.3)	<b>OUTCOME:</b> Active citizen and stakeholder engagement informing strategic marketing and communications.				
Implementation of the 20/21 City Events Plan.	2021 marks the opportunity to finally implement the new City Events Plan which was delayed in 2020 due to the pandemic. After a successful delivery of Christmas in Ipswich within the COVID Safe Events Framework, council is confidently planning for the roll-out of the first regionally significant event of the year, Planes, Trains and Auto's on the May Long Weekend. This event has now been approved as an official Air Force 100 event, one of only two in the state.  The disbursement of funds to local charities raised through the Christmas Wonderland was finalised in Q3. Funds were distributed by the number of volunteer shifts completed by each charity: <ul style="list-style-type: none"><li>▪ Roderick Street Community Kindergarten - \$5,282</li><li>▪ Rosewood and District Support Centre Inc T/A Rosewood Community Centre - \$5,030</li><li>▪ Young Veterans Ipswich - \$5,030</li><li>▪ The Message of the Cross Indigenous Corporation - \$1,760</li><li>▪ Ipswich Hospital Foundation - \$16,852</li><li>▪ Queensland Youth and Families Support Services Inc. - \$5,282</li></ul>	🔄	🔄	🔄	
<b>STRATEGY 2:</b> Invest in data collection, analysis and targeted research to provide the evidence base for development of strategy and resource allocation.					
<b>KEY ACTION:</b> Develop a comprehensive set of indicators to inform the community on the direction of socio-economic change and progress in achieving desired social and economic outcomes. (9.4/2.2)	<b>OUTCOME:</b> Community informed and engaged through planned communication.				
Implementation of Liveability survey (Living in Ipswich) that will provide indicators and inform a range of plans and strategies for the city.	Complete.	🔄	✅	✅	
<b>STRATEGY 3:</b> Adopt and deliver an explicit Community Development framework tailored to the needs of our varied communities.					
<b>KEY ACTION:</b> Develop a community development plan for our communities of place and interest. (9.4/3.1)	<b>OUTCOME:</b> Increased capability of, and participation by, communities.				
Development of a Community Development Strategy.	The Community Development Strategy was presented to council and adopted in Q3. It outlines Ipswich City Council's commitment and priorities for community development in the region. It aims to align with council's strategic priorities and has a focus on strengthening community resilience and building on existing community strengths to help shape the future of Ipswich. It takes a contemporary approach to community development of working with and alongside the community to strengthen community capability, create opportunities and lead social change.	🔄	🔄	🔄	

DELIVERABLE 2020-2021	PERFORMANCE	STATUS Q1	STATUS Q2	STATUS Q3	STATUS Q4
<b>KEY ACTION:</b> Facilitate capacity building through a comprehensive community development training program. (9.4/3.2)					
<b>OUTCOME:</b> Increased capability of, and participation by, communities.					
Design a community organisation capacity building program.	Work continues on the strengthening services plan which aims to work with community service groups to build capability and capacity.  Council ran a series of grant writing workshops in Q3, to help community groups better understand the local, state, federal and philanthropic grants available, how to apply for them and how to effectively manage acquittals. The workshops were all over-subscribed and, as such, an additional workshop has been scheduled for Q4.	🔄	🔄	🔄	
<b>KEY ACTION:</b> Enhance the capacity of the city's community facilities to link community needs with appropriate services. (9.4/3.3)					
<b>OUTCOME:</b> Planning and design of three (3) new community facilities being Redbank Plains South Local Community Centre, Springfield Central Hub Library and Rosewood Library.					
Delivery of the Rosewood Library.	Completed on-time and on-budget in Q1.	✅	✅	✅	
<b>KEY ACTION:</b> Enhance the capacity of the city's community facilities to link community needs with appropriate services. (9.4/3.3)					
<b>OUTCOME:</b> Plans for, and design of, community facilities are informed by community needs.					
Review and update the Library 2019-2024 Strategy to incorporate new library and customer service models.	The draft Library Strategy has been reviewed and updated by Libraries and Customer Services to better align with council's strategic priorities. Consultation on the updated strategy will commence in Q4.	🔄	⚠️	⚠️	
Increase capacity to support city wide library stock rotation and business support (Logistics Hub Extension).	In line with the update to the draft Library Strategy, a review of Library stock logistics and facilities is underway. Direct consultation will commence in Q4 with a particular focus on the impacts of Redbank Plains Library.	⚠️	🔄	🔄	
Design and delivery of second (2nd) Library Pod.	In line with the update to the draft Library Strategy, the production and delivery of a second Library Pod has been paused. The future options for Library Pod development will form part of the consultation on the Strategy, due to commence in Q4.	⚠️	⚠️	⚠️	
<b>KEY ACTION:</b> Ensure the needs of the city's growing child and youth population are incorporated through the adoption of a child and youth friendly community policy. (9.4/3.4)					
<b>OUTCOME:</b> Closer alignment to child friendly city principles.					
Adoption and launch of council's Children, Young People and Families Policy.	Complete.	🔄	✅	✅	

**KEY:** NOT YET COMMENCED (🔄) AT RISK (⚠️) ON TARGET (🔄) NOT PROCEEDING (⚠️) COMPLETE (✅)





DELIVERABLE 2020-2021	PERFORMANCE	STATUS Q1	STATUS Q2	STATUS Q3	STATUS Q4
<b>STRATEGY 4:</b> Foster collaboration, partnerships and use of evidence to shape service planning and delivery for the benefit of our communities.					
<b>KEY ACTION:</b> Facilitate service planning and delivery arrangements with government and non-government agencies utilising council's evidence base to ensure services are delivered in an equitable, timely and efficient manner to meet community needs. (9.4/4.1)	<b>OUTCOME:</b> Coordinated social service delivery informed by social data.				
Finalisation of the Libraries and Customer Services Systems and Business Process Review.	Review stages were completed in Q3 and a report on outcomes and options is being prepared for consultation in Q4.	⚠	🔄	🔄	
<b>STRATEGY 5:</b> Foster a diverse range of activities to promote sustainable, healthy lifestyles and community well-being.					
<b>KEY ACTION:</b> Develop awareness and education programs relating to health care intervention and prevention, healthy eating, healthy lifestyles and well-being. (9.4/5.2)	<b>OUTCOME:</b> Increased engagement of community members in their own health outcomes.				
Undertake research -phase 1 - for later development of a Healthy City strategic policy.	Data collection, collation and research has now been completed for later and reviewed. This will now be a valued input into the development of a policy should it be considered in council's Annual Plan for 2021-2022.	🔄	🔄	✅	
<b>STRATEGY 6:</b> Build on the success of council's community safety programs to address new and emerging issues.					
<b>KEY ACTION:</b> Delivery of the Safe City program aligned to crime prevention and community safety plans. (9.4/6.4)	<b>OUTCOME:</b> The Safe City network and program is incorporated in projects and plans to realise a reduction in crime in public places and an increased sense of community safety.				
Identify and increase Community Safety Network based on evidenced demand.	The establishment of the Safe City Advisory Group was finalised in Q3 with the group now operational. Re-Keying of council facilities commenced in Q3 and will continue in Q4.	🔄	🔄	🔄	
<b>STRATEGY 7:</b> Invest in social infrastructure to build a distinctive Ipswich identity and to maximise economic and social outcomes.					
<b>KEY ACTION:</b> Develop and implement an Arts and Culture Strategy to reflect the current and future needs of the city. (9.4/7.1)	<b>OUTCOME:</b> Approved strategy becomes the baseline for consistent and goal oriented decision making.				
Develop and implement a program of work to deliver council's Arts and Cultural Strategy in 2020-2021.	A significant creative industries project is the integration of local artists and performers in council's City Events Plan. In Q3 one particular outcome was the appointment, via Expression of Interest, of 11 local artists whose work will feature in Delight - a major projection project for 2021 SPARK - the reimagined Ipswich Festival. Those artists will work with a specialised projection artist in Q4 to map and project their selected artworks onto St Mary's Church. A different artist will be projected and profiled each night of the festival in July 2021. Nominations for the 2021 Ipswich Art Awards were open in Q3. Judges for the Art Awards were also announced, being Samantha Little (Curator at QGOMA) and Bruce Heiser (Art Gallery Director, Art Dealer and Author). Final stage coordination of the Anywhere Festival was a priority in Q3. Co-funded by council and the Regional Arts Development Fund, the Anywhere Festival will capacity build local producers and performers in a festival environment. Anywhere Festival gives audiences a chance to discover performances anywhere but traditional theatre spaces. The 2021 Festival will be held 6-23 May over 18 days across Brisbane, Sunshine Coast and now Ipswich. The Creative Industries Development Officer role was advertised in Q3 with an appointment planned for Q4.	🔄	🔄	🔄	

DELIVERABLE 2020-2021	PERFORMANCE	STATUS Q1	STATUS Q2	STATUS Q3	STATUS Q4
<b>STRATEGY 8:</b> Develop greater community resilience and readiness.					
<b>KEY ACTION:</b> Develop and provide information to the community regarding effective responses to disasters and emergencies. (9.4/8.2)	<b>OUTCOME:</b> Emergency Management Strategy to be developed to provide a framework for public information.				
Delivery of a Community Resilience Program (emergency management).	Council continues to provide the My Ipswich Alerts Service to the community. The Disability Inclusive Disaster Risk Reduction (DIDRR) partnership which is being delivered in consultation with the University of Sydney, the Queensland Disability Network and Community Services Industry Alliance has engaged key stakeholders within the community to align project outcomes.	🔄	🔄	🔄	
Delivery of a COVID-19 Recovery Program.	In Q3 the priority has been to reassess and revise council's COVID Funding and Support Programs. The first to be addressed was the Small Business Funding Program to allow for increased financial support and an easier application process. The results of this will be assessed and options for further program revision will be decided in Q4.	🔄	🔄	🔄	
<b>KEY ACTION:</b> Use Planning Scheme provisions to appropriately manage the risks arising from natural and other hazards. (9.4/8.4)	<b>OUTCOME:</b> Ensure relevant provisions are contained in the Ipswich Planning Scheme and are delivered through appropriate development outcomes.				
Delivery of the 2020-2021 program for Fuel Reduced Zones - Conservation estates (burning and pre/post vegetation management).	Works underway for Fuel Reduced Zones and ahead of schedule for the 20/21 year. Planned burn program planning and communications underway the delivery of the program remains weather dependant - planned burns scheduled for April (Q4) at Whiterock Spring Mountain Conservation Reserve - potential joint burns with Logan City Council being planned.	🔄	🔄	🔄	

**KEY:** NOT YET COMMENCED ⚠ AT RISK ⚠ ON TARGET 🔄 NOT PROCEEDING ⏸ COMPLETE ✅

## THEME 4 CARING FOR OUR ENVIRONMENT



### GOAL 4

Important areas of native habitat and vegetation are conserved, the city's important waterways are protected and their water quality enhanced, and the city responds appropriately to climate change and uses resources prudently.

### INITIATIVES AND ACHIEVEMENTS

#### 10 Year waste management and resource recovery strategy

Resource Recovery Implementation Plan, will detail council's strategic priorities and how they will be delivered for resource recovery over the next 10 years.

Council plans to deliver on its vision for waste management and resource recovery by founding the strategy on four key pillars:

1. kerbside food organics and garden organics collection
2. optimising the city co-mingled recycling service
3. providing a new on-demand large item kerbside collection service
4. having fit-for-purpose waste and resource recovery infrastructure, including building a new recycling and refuse centre.

Shaping the strategy around community feedback, legislative requirements and best practice resource recovery the strategy will focus on the reduction of waste generation and landfill disposal, achieving continuous improvement and development of people, processes, infrastructure and technology, providing excellence in customer service and maximising resource recovery opportunities in line with circular economy principles.



### DELIVERABLES

DELIVERABLE 2020-2021	PERFORMANCE	STATUS Q1	STATUS Q2	STATUS Q3	STATUS Q4
<b>STRATEGY 1:</b> Secure and protect important areas of native habitat and vegetation.					
No key actions identified for delivery 2020-2021.					
<b>STRATEGY 2:</b> Develop and implement an integrated approach to the planning and management of nature conservation matters in partnership with the community, private land owners and government agencies.					
<b>KEY ACTION:</b> Provide strategic delivery of environmental offsets across the city. (9.5/2.2)	<b>OUTCOME:</b> Work in partnership with offset brokers / organisations in the strategic delivery of environmental offsets in alignment with the Nature Conservation Strategy and Koala Habitat Management Plan.				
Develop and implement an Environmental Offsets Policy.	Policy complete and endorsed by ELT with recommendations – councillors briefed on Offsets in general and the report and policy to be tabled to Council and Committee in Q3.	🔄	🔄	🔄	
Review vegetation mapping to inform a later review of the Nature Conservation Strategy.	Contract for Corridor Vegetation mapping awarded to Red Leaf Consultancy. Scheduled start date 24 March, due for completion 21 June.	❌	🔄	🔄	
<b>STRATEGY 3:</b> Waterways are protected and managed to achieve enhanced environmental, ecological and water quality outcomes.					
<b>KEY ACTION:</b> Work in partnership with property owners, community groups and government agencies to protect and better manage important waterways, wetlands and groundwater resources. (9.5/3.1)	<b>OUTCOME:</b> Improved waterway and wetland health.				
Black Snake Creek Project - Stage 2.	Some works carried out to in fill and manage old/existing sites. New sites with procurement.	🔄	🔄	!	
<b>KEY ACTION:</b> Work in partnership with property owners, community groups and government agencies to protect and better manage important waterways, wetlands and groundwater resources. (9.5/3.1)	<b>OUTCOME:</b> Implement the Waterway Partnership program working with private landholders to restore riparian corridors and reduce erosion risks.				
Water Quality Offset (Small Creek) Construction - Stage 3.	Works underway and on track for completion at the end of April. Some serious rain delays but within the allocated tolerance and programed time frame. Some risk that continued rain will result in a late completion.	🔄	🔄	🔄	
<b>KEY ACTION:</b> Ensure effective catchment and floodplain management. (9.5/3.4)	<b>OUTCOME:</b> Review and implementation of the Waterway Health Strategy.				
Review and update the Waterway Health Strategy.	Complete.	✓	✓	✓	
<b>KEY ACTION:</b> Ensure effective catchment and floodplain management. (9.5/3.4)	<b>OUTCOME:</b> Maintain up-to-date flood studies.				
Undertake flood studies of several catchments to ensure effective floodplain management planning allowing for more informed decision making for the City.	Detailed scoping has been finalised for Bundamba Creek flood study and this has been sent out for request for quotation to several external consultants to undertake this work. This will be evaluated shortly to appoint a suitable consultant.	🔄	!	!	





DELIVERABLE 2020-2021	PERFORMANCE	STATUS Q1	STATUS Q2	STATUS Q3	STATUS Q4
<b>KEY ACTION:</b> Ensure effective catchment and floodplain management. (9.5/3.4)	<b>OUTCOME:</b> Delivery of Catchment Corridor Plans.				
Finalise the Ipswich Integrated Catchment Plan.	Work of Consultants completed. Project manager hand over underway. Draft Councillor Briefing in development to be delivered in March/April.	🔄	🔄	🔄	
<b>STRATEGY 4:</b> Enhance urban greening.					
<b>KEY ACTION:</b> Undertake street tree planting and landscaping and protect significant vegetation within road reserves. (9.5/4.2)	<b>OUTCOME:</b> Complete condition assessment of existing gardens to identify a possible refurbishment program.				
Review and update Queens Park Conservation Management Plan and Queens Park Land Management Plan.	Consultants are progressing with delivery of the Conservation Management Plan for Queens Park. Completion is expected in Q4. Request for Quotation for the Queens Park Land Management Plan has been undertaken twice, with nil suppliers submitting quotations due to market demand. The project will be rescheduled for delivery in 2021/2022.	🔄	🔄	⚠️	
<b>KEY ACTION:</b> Undertake street tree planting and landscaping and protect significant vegetation within road reserves. (9.5/4.2)	<b>OUTCOME:</b> Strategic plan identifying possible street tree planting opportunities (where are their gaps) and develop a street tree planting program.				
Review the Streetscape Design Guideline.	Final Workshop completed and content finalised.	🔄	🔄	⚠️	
<b>KEY ACTION:</b> Undertake street tree planting and landscaping and protect significant vegetation within road reserves. (9.5/4.2)	<b>OUTCOME:</b> Review current maintenance program, including street trees and footpath gardens.				
Develop the Urban Greening Strategy.	Scope completed for the development of the Urban Greening Strategy. Background strategy development is underway.	🔄	🔄	🔄	
<b>STRATEGY 5:</b> Use resources efficiently and sustainably.					
<b>KEY ACTION:</b> Waste is treated as a resource and is minimised through reducing, reusing and recycling. (9.4/5.1)	<b>OUTCOME:</b> Maximise diversion of waste from landfilling through the kerbside recycling and green waste services and public transfer stations.				
Replace and update Waste Management System including fleet and weighbridge.	Efficiencies achieved for invoicing of commercial customers accessing services at the Riverview Recycling and Refuse Centre. Commenced requirements gathering for commercial waste collection billing. Legacy system to be decommissioned once integration complete.	🔄	🔄	🔄	
Delivery of Waste Infrastructure Plan.	Preliminary planning commenced for improvement of existing waste infrastructure.	🔄	🔄	🔄	

**KEY:** NOT YET COMMENCED (❌) AT RISK (⚠️) ON TARGET (🔄) NOT PROCEEDING (🛑) COMPLETE (✅)

DELIVERABLE 2020-2021	PERFORMANCE	STATUS Q1	STATUS Q2	STATUS Q3	STATUS Q4
<b>KEY ACTION:</b> Waste is treated as a resource and is minimised through reducing, reusing and recycling. (9.4/5.1)	<b>OUTCOME:</b> Develop and implement the Resource Optimisation Plan.				
Review and update the Materials Recovery Plan (Waste Management and Resource Recovery Plan).	Draft Resource Recovery Strategy completed and out for community consultation until 17 May. Final strategy to be presented to council in June 2021.	🔄	🔄	🔄	
<b>KEY ACTION:</b> Water is treated as a precious resource within a total water cycle management framework. (9.5/5.3)	<b>OUTCOME:</b> Finalise and implement the Corporate Environmental Sustainability Plan.				
Develop a Sustainability Policy.	Complete.	🔄	✅	✅	
Update the Ipswich Sustainability Strategy.	Sustainability strategic framework developed and 60-70% of the strategy complete. Have engaged with ELT and Mayor/council to provide strategy overview. Have provided further briefing information to Mayor/councillors re: resourcing climate change work. End of March seeking to engage planning consultants for the 'population growth' challenge.	⚠️	🔄	⚠️	
Develop a renewable energy plan.	Complete.	⚠️	✅	✅	
Develop a State of the Environment Report.	Framework design is near completion, due by June 2021.	🛑	⚠️	🔄	
<b>STRATEGY 6:</b> Improve environmental awareness, education and compliance.					
<b>KEY ACTION:</b> Ensure appropriate compliance is undertaken in relation to littering, dumping and air and water pollution. (9.5/6.2)	<b>OUTCOME:</b> Ensure delivery of actions and outcomes in the Ipswich City Council Health and Amenity Plan are achieved.				
Deliver the Illegal Dumping Partnership Program in conjunction with the Department of Environment and Science.	Council successfully submitted a mid-term financial acquittal report to the Department of Environment and Science highlighting expenditure in relation to vehicles, wages and in kind support.  During the period January – February 2021 the Illegal Dumping team have had 68 successful compliance outcomes (i.e. PIN issued, waste removed by offender following verbal warning or removed following illegal dumping tape applied to waste dumped). 18 Penalty Infringement Notices have been issued to alleged offenders during the period. Across council, 228 additional incidents of illegal dumping have been reported with 435,385 litres of waste reported/located. Of this, 371,579 litres of waste has been removed from the roadside or natural environment by offenders, private land owners and council. 65 investigations are ongoing.  Since the commencement of the program data has been kept which indicates that dumping on road reserves and the kerbside remains the most popular dumping site reported to council at 67%. 13% of dumping occurs in parks and other council reserves. Household items are the most common waste dumped equating to 65% of the total volume located.	🔄	🔄	🔄	

**KEY:** NOT YET COMMENCED (❌) AT RISK (⚠️) ON TARGET (🔄) NOT PROCEEDING (🛑) COMPLETE (✅)

## THEME 5 LISTENING, LEADING AND FINANCIAL MANAGEMENT



### GOAL 5

Visionary and accessible leadership is provided that consults and communicates on key decisions and delivers sound financial management and good governance outcomes.

### INITIATIVES AND ACHIEVEMENTS

#### iFuture Community Engagement

The Community Engagement team designed and lead the community engagement program to support the development of council's new Corporate Plan (iFuture).

The iFuture project engaged directly with 2,017 participants – community members, elected representatives and council staff – between August 2020 and February 2021. The project reached at least 18,000 community members and provided them with direct opportunities to participate. A mix of digital and face-to-face engagement methods were used to reach staff and the community.

Council asked the community what they value and love about Ipswich now, and what they want people to love about Ipswich in 20 years' time. These conversations established the foundations for the community vision. We then worked with subject matter experts to develop a plan for how council will start to achieve its contribution towards the vision in the first five years. This formed the foundations for iFuture – a new Corporate Plan (2021-2026) and will be considered by council for adoption in Q4.



#### Community Reference Groups

The Community Engagement team delivered the quarterly round of Community Reference Groups that provide the community with an opportunity to engage with council leadership (both councillors and Executive) on areas of interest.

This round of groups were used to largely focus on the iFuture engagement topic areas and played a pivotal role in further testing the feedback received in other forms of engagement on this project.





## DELIVERABLES

DELIVERABLE 2020-2021	PERFORMANCE	STATUS Q1	STATUS Q2	STATUS Q3	STATUS Q4
<b>STRATEGY 1:</b> The Mayor and Councillors represent the Ipswich community and provide strong and visionary leadership.					
<b>KEY ACTION:</b> The Mayor and Councillors continue to promote and advocate on behalf of the city and the community. (9.6/1.2)	<b>OUTCOME:</b> Monitor and review council's performance, strategic and operational reporting.				
Development of a new Ipswich City Council Corporate Plan that will commence 1 July 2021.	Council has just finalised round 3 engagement with the community on the draft iFuture plan (draft corporate plan). Data has been analysed and the draft plan is currently being refined based on the sentiment that has come through from the community. The final plan is on track for endorsement at the full council meeting in April to go live from 1 July 2021. The project and all related reports and information can be found on Shape Your Ipswich at: <a href="https://shapeyouripswich.com.au/corporate-plan-2021-2026">Shapeyouripswich.com.au/corporate-plan-2021-2026</a>	🔄	🔄	🔄	
Development of an Innovation Program for council internal and external services and operations.	In line with council's commitment to ensure efficient and effective service delivery to our community, the Innovation and Improvement Program was officially launched internally in January 2021. The program is forward thinking and adaptable to ensure appropriate identification of problems or operational pain points, identify solutions and effectively deliver these solutions to the organisation whilst tracking and reporting on any benefits.  Recruitment into the program has also been completed in February with large interest from employees across the organisation invested in a better way of working and improving our service delivery. In early March we released communications calling for submissions of ideas to improve operational efficiency which will be assessed, prioritised and managed in Q4 utilising approaches such as Lean or Human Centered Design thinking, to cut council waste.	🔄	🔄	🔄	
<b>STRATEGY 2:</b> Provide comprehensive and meaningful community engagement to inform council decision making.					
<b>KEY ACTION:</b> Council maintains a key focus on customer service and meeting the needs of the community. (9.6/2.3)	<b>OUTCOME:</b> Meet or exceed corporate targets for customer service standards.				
Development of ICC Customer Focus Strategy.	The Customer Experience Strategy project commenced in Q3 following significant planning in Q2. Ipsos have been engaged to assist council with progressing the Customer Experience Strategy including whole-of-council surveys and stakeholder interviews being held in Q4.	🔄	🔄	⚠️	

DELIVERABLE 2020-2021	PERFORMANCE	STATUS Q1	STATUS Q2	STATUS Q3	STATUS Q4
<b>STRATEGY 3:</b> Implement initiatives that strengthen governance skills and knowledge.					
<b>KEY ACTION:</b> Councillors and staff are provided with the necessary skills, training and resources to make informed, effective, efficient, impartial and timely decisions. (9.6/3.1)	<b>OUTCOME:</b> Council continues to provide training, development and resources to Councillors and staff to enable and support, effective, informed, timely and impartial decision making.				
Development of a Strategic Policy Framework that aligns strategic priorities and goals for the City with the United Nations Sustainable Development Goals for 2030.	Ipswich City Council policies represent a wide range of strategic positions that assist council decision-making on matters that impact the Ipswich community and the city's development. Council could strengthen these positions and their related outcomes through a strategic policy framework. A proposed framework will take account of council's broader policy environment (its social, environmental, economic and governance policy statements) and links their overall strategic direction. A proposed framework will also be underpinned by a number of social policy principles, alignment to the United Nations Sustainable Development Goals and targets as well as council's newly developed Corporate Plan. The Strategic Policy Framework will not be finalised until the new 2021-2026 Corporate Plan is finalised. This, combined with resourcing impacts, will mean the framework (which will include a monitoring and evaluation framework for council) will not be completed until 2021-2022.	⚠️	🔄	🔄	
Delivery of training to build knowledge and capability in good governance, legislative, financial and human resource delegations, managing conflicts of interest and ethical decision-making.	An annual training program/calendar has been created and is now with Learning and Development to deliver. The delivery of the governance training will continue to mature with council writing their own training modules as well as continuing to purchase training modules from state government departments such as the Queensland Ombudsman Office for Public Interest Disclosure training. To support the annual training program a communications awareness campaign and a Manager's Toolkit of topics to discuss during regular branch meetings is being prepared.	🔄	🔄	🔄	
Modernised information and communication technologies to support service delivery and efficiency including migration to Microsoft Office 365 and Skype for Business improvements (including decommissioning of PABX).	Upgrade of Microsoft Office applications commenced for all staff. Migration of emails to exchange Online also commenced.  Upgrade and migration to be completed April 2021.  Variance Comment: now includes the additional Microsoft E5 licences – exigent to project delivery cost.	🔄	🔄	🔄	
Implementation of the People and Culture Strategic Plan deliverables for 2020-2021 including: a new performance framework; a new leadership competency framework and development program; and an enhanced approach to attracting and retaining diverse and talented employees.	Inspiring Leaders Program commenced supporting consistent and visible leadership across council.  Communicated results of Pulse Survey #5 (Dec 2020) and developed Executive Leadership Team action plan to respond to employee feedback.  Commenced development of the Quality Conversations and Performance Framework for use across council for a collaborative approach for setting clear expectations and goal setting, and individual development plans.  Reviewed and updated Drug and Alcohol Procedure in light of Legal Services feedback relating to the <i>Human Rights Act 2020</i> .  Delivery of Team Effectiveness Programs to frontline teams developing team cohesiveness, effective communication and goal setting strategies.  Review of the organisational approach to reward and recognition and draft framework developed for consultation.	🔄	🔄	🔄	

**KEY:** NOT YET COMMENCED 🔄 AT RISK ⚠️ ON TARGET 🔄 NOT PROCEEDING 🔄 COMPLETE ✅





DELIVERABLE 2020-2021	PERFORMANCE	STATUS Q1	STATUS Q2	STATUS Q3	STATUS Q4
<b>KEY ACTION:</b> Council information is accurate and managed effectively to ensure appropriate access, confidentiality and security. (9.6/3.2)	<b>OUTCOME:</b> Maintain an open and transparent approach to information.				
Maturing of our corporate governance and information management through the implementation of: a new Information Management Strategy and Governance Framework; a new Framework for Managing Conflicts of Interest for Employees; an enhanced Complaints Management Framework; strengthened Open Data Policy; and new performance measures for Right to Information and Information Privacy.	<b>Risk Management</b> <ul style="list-style-type: none"> <li>Risk Maturity Roadmap – 5 year plan</li> <li>Communications and Change Plan</li> <li>Implementation of the Risk Management Training Plan</li> <li>Implementation of Fraud and Corruption Awareness Training Plan</li> <li>Review of Fraud Controls and Risk Register</li> <li>Review of Business Continuity Plan (BCP) against council's response to COVID</li> <li>Document all Risk Processes within the Corporate System.</li> </ul> <b>Complaints Management</b> <ul style="list-style-type: none"> <li>Suite of Reporting Tools/Templates that assist in the Proactive Management of Complaints</li> <li>Dashboard Capable of Displaying Key Complaint Management KPIs in 'Real Time'</li> <li>Document all Complaint Processes within the Corporate System</li> <li>Tailored Complaints Reporting Framework</li> <li>Development of a Functional Operating Model</li> <li>Organisational Development Schedule and Toolkit of Corporate Governance for 3rd Level Managers</li> <li>Develop Training Module(s)</li> <li>Reactive Customer Feedback (Social Media) Business Case Proposal.</li> </ul> <b>Information Transparency</b> <ul style="list-style-type: none"> <li>Development of Privacy Strategy</li> <li>Develop RTI/IP Performance Standards and Measures</li> <li>Develop organisational training calendar</li> <li>Develop a Detailed Change and Communications Plan</li> <li>Document all Transparency Processes within the Corporate System a Functional Operating Model.</li> </ul> <b>Information Management</b> <ul style="list-style-type: none"> <li>Information Management Strategic Plan (IMSP)</li> <li>Information Management Framework</li> <li>Information Classification Scheme (ICS)</li> <li>Underpinning IM Governance Documents</li> <li>Information Management Training Program</li> <li>Reporting Model and Artefacts (RM&amp;A)</li> <li>Communications Strategy and Plan</li> <li>Objective Internal Control Process</li> <li>Document all IM Processes within the Corporate System.</li> </ul> <b>BPM &amp; Procedure review</b> <ul style="list-style-type: none"> <li>Operating Model</li> <li>Procedure Schedule Completion.</li> </ul>	🔄	🔄	🔄	
Implementation of the new Transparency and Integrity Hub from 1 July 2020 - pushing more information to the community to increase openness and transparency and rebuild trust.	Financial and procurement data, including contracts awarded to local businesses and contributing to local employment, are now published to the Hub on a monthly basis together with quarterly reporting on expenditure and revenue against planned budget. Current councillor remuneration and expenses are also published on the Hub on a monthly basis. The Corporate Services Department are supporting the collation of information for the publication of additional stories.	🔄	🔄	🔄	

DELIVERABLE 2020-2021	PERFORMANCE	STATUS Q1	STATUS Q2	STATUS Q3	STATUS Q4
<b>STRATEGY 4:</b> Maintain a financially sustainable and resilient approach to budgeting.					
<b>KEY ACTION:</b> Aim to operate council's finances with a modest surplus. (9.6/4.1)	<b>OUTCOME:</b> Ensure sound budgeting principles consistent with long-term financial targets.				
Finalise the business case for the technology platform for the future to drive better value for money and support more integrated business service delivery.	Preliminary Business Case has been delivered as planned for formal approval by the ICT Steering Committee. The Preliminary Business Case details the preferred target state architecture as selected by business representatives through extensive internal stakeholder engagement, as well as a supporting case for change.	🔄	🔄	🔄	
Develop an Electric Vehicle Transition Plan for council Fleet.	Scoping complete. RFQ complete. Procurement process started. Release to market by week ending Friday 19 March 2020.	⚠️	⚠️	⚠️	
Finalise implementation of the new centralised category management procurement model including a new contract management framework.	Complete.	⚠️	✅	✅	
Continue to monitor, manage and report on council's financial position, including long term financial sustainability, as potentially impacted by the economic uncertainty created by COVID-19.	The Finance Branch continues to deliver against this objective in a number of ways: <ul style="list-style-type: none"> <li>Regular timely reporting and performance meetings with Departments</li> <li>Regular monthly reporting to ELT and council that highlights and discusses any impacts of the COVID-19 pandemic on council's financial position including reference to budget assumptions.</li> <li>Continued support to ratepayers impacted by COVID-19 on a daily basis through supporting them in setting up payment schedules etc in accordance with council decisions.</li> <li>Continued monitoring of the number and categories of ratepayers impacted by COVID-19 and movements in our rates outstanding balances to manage council's financial risks in relation to rates payments.</li> <li>Analysis of continuing COVID-19 impacts and potential influences for the 2021-2022 annual budget.</li> </ul>	🔄	🔄	🔄	
<b>KEY ACTION:</b> Manage and reduce the city's debt on the basis of 'don't spend more than you earn, and borrow for assets only'. (9.6/4.2)	<b>OUTCOME:</b> Effectively manage revenue sources relative to debt and service levels.				
Development and delivery of the Asset Management systems and process project tasks for 2020-2021. This is a continuation of the business transformation program.	The project is progressing without the appointment of the Asset Manager, with thanks to the PMO – Coordination & Performance Team.  Actions: <ul style="list-style-type: none"> <li>Project Working Group form – Fortnightly meetings proceeding</li> <li>Asset Management Process mapping ongoing</li> <li>Project Sponsor monthly meetings proceeding</li> <li>Asset Manager recruitment still open and accepting referrals.</li> </ul>	⊗	🔄	🔄	
<b>STRATEGY 5:</b> Good neighbourly relations are maintained through effective dispute resolution, community education and compliance.					
No key actions identified for delivery 2020-2021.					
<b>STRATEGY 6:</b> Maintain a consistent and efficient approach to laws and compliance activities across the city.					
No key actions identified for delivery 2020-2021.					

**KEY:** NOT YET COMMENCED ⊗ AT RISK ⚠️ ON TARGET 🔄 NOT PROCEEDING ⚡ COMPLETE ✅

# COMMERCIAL BUSINESS UNIT



## IPSWICH WASTE SERVICES QUARTERLY PERFORMANCE REPORT Q3 (JANUARY – MARCH)

### INTRODUCTION

The quarterly report for the period January to March 2021 has been prepared to address the requirements of the Annual Performance Plan by providing the following information.

1. Introduction
2. Major highlights of operational activities
3. Current commercial activities
4. Green waste bins
5. Performance in relation to stated performance targets
  - customers
  - financial analysis of quarterly - performance
  - processes
  - recycling and refuse centre data

### MAJOR HIGHLIGHTS OF OPERATIONAL ACTIVITIES

The following is a summary of major highlights that occurred within Ipswich Waste Services for the period January to March 2021.

#### Waste Composition Audit

In January 2021 council completed its Waste Composition Audit of the city. This study reviewed all domestic kerbside collection waste streams, self-haul, public place, and commercial and industrial waste practices. The results of these audits have been utilised to inform the city's new Resource Recovery Strategy.

#### Resource Recover Strategy

In March 2021 Ipswich Waste Services presented a draft of the Resource Recovery Strategy to council in preparation for public review and consultation which will commence in early Q4.

#### Fleet Procurement and Driver Recruitment

In keeping up with the demands of a growing city, Ipswich Waste Services also undertook a range of Fleet procurement activities including purchases of a crane, RoRo and skip trucks, whilst also conducting a significant Driver Recruitment program.

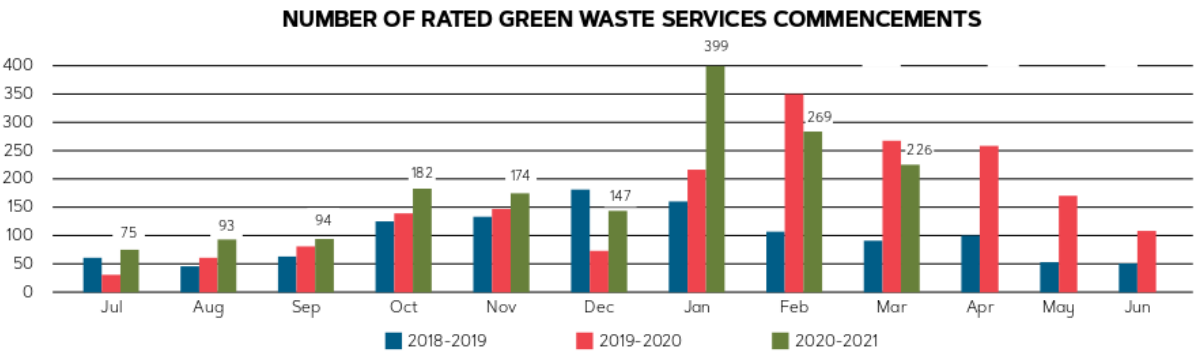


Current commercial activities

In Q3, Ipswich Waste Services serviced a total of 1,250 commercial customers (as at 31 March 2021).

Green waste bins

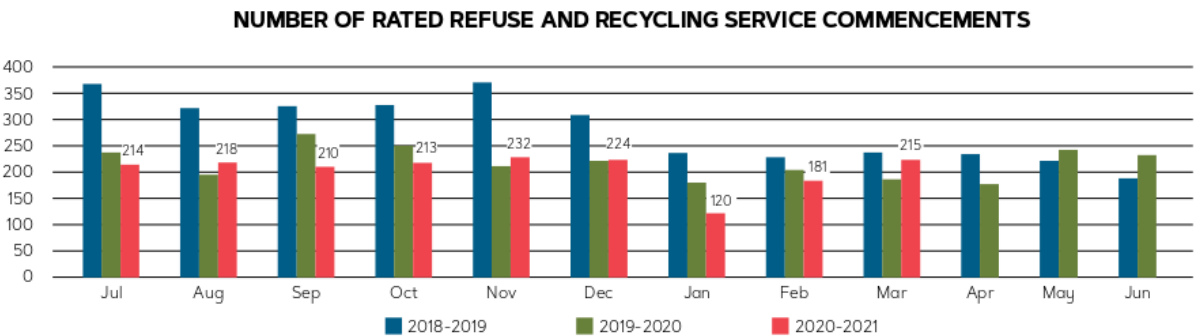
A total of 21,268 properties were rated for the domestic green waste bin as at the 31 March 2021.



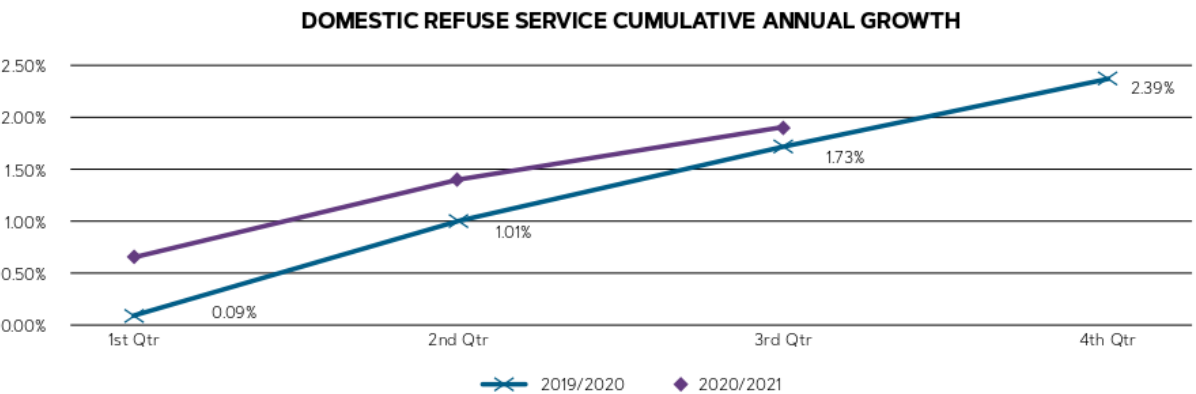
Data from previous quarters may change due to adjustments by third parties.

Domestic waste (Refuse & Recycling)

A total of 85,074 properties were rated for the waste services as at the March 2021.



Data from previous quarters may change due to adjustments by third parties.



Data from previous quarters may change due to adjustments by third parties.

PERFORMANCE IN RELATION TO STATED PERFORMANCE TARGETS

Customers

PERFORMANCE TARGETS - CUSTOMERS				
Key Result Area	Indicator	Standard	Reporting Frequency	Result
Provide value to customers	Customer response to Survey questions indicates customer satisfaction with the service	90%	Biennial	TBC

Comment: The biennial survey will be conducted during Q4 of this year.

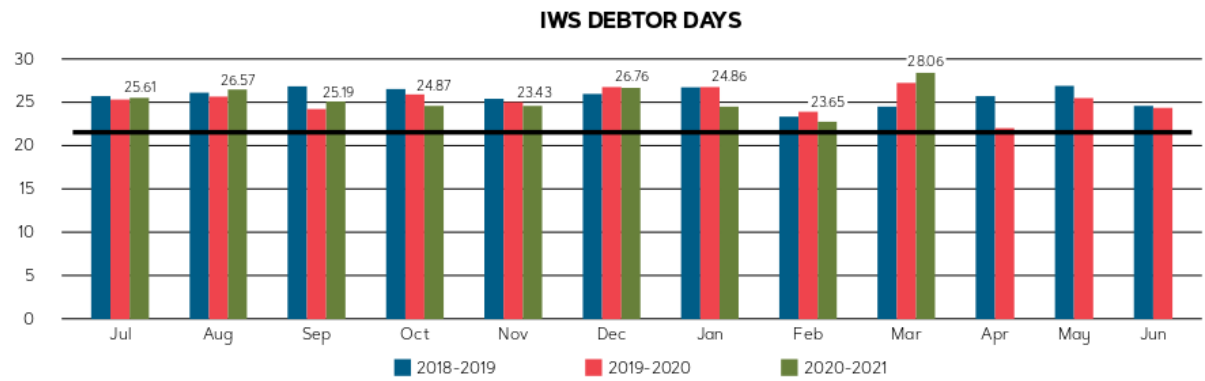
PERFORMANCE TARGETS - CUSTOMERS						
Key Result Area	Indicator	Standard	Reporting Frequency	January	February	March
Provide value to customers	Number of domestic refuse & recycling bins repair/damaged & replacement/destroyed per 1,000 rated bins in service	<7	Quarterly	7.92	6.69	7.04
	Number of domestic refuse & recycling bin extra bin service/missed bin complaints per 1,000 rated bins in service	<5	Quarterly	5.26	3.93	4.97

Comment: Performance continues to be in compliance with required standard.

Financial analysis of quarterly performance against budget

PERFORMANCE TARGETS - FINANCIAL				
Key Result Area	Indicator	Target	Reporting Frequency	Result
Provide value to shareholders	Net Profit Margin - Calculated as net (surplus) deficit after tax/earnings *100	19.14%	Quarterly	Jan - Mar 22.16%
	Budget performance surplus on operations	>budgeted net surplus	Quarterly	Budget QTR S'000 3,630 Actual QTR S'000 2,512

PERFORMANCE TARGETS - FINANCIAL						
Key Result Area	Indicator	Target	Reporting Frequency	January	February	March
Provide value to shareholders	Debtors Days Outstanding	<38 days	Quarterly	24.86	23.65	28.06



Data from previous quarters may change due to adjustments by third parties.

**Comment:** Debtor days remain within target parameters.

### Employees

PERFORMANCE TARGETS - EMPLOYEES				
Key Result Area	Indicator	Standard	Reporting Frequency	
				Jan - Mar
Promote a climate for action within the workforce	Absenteeism – % against available hours	<3.5%	Quarterly	4.82%
	LTISR – Lost time injury severity rate	9	Quarterly	25.68%
	Annual leave balance for each staff member of 6 weeks or less	>95%	Quarterly	84.91%

### Processes

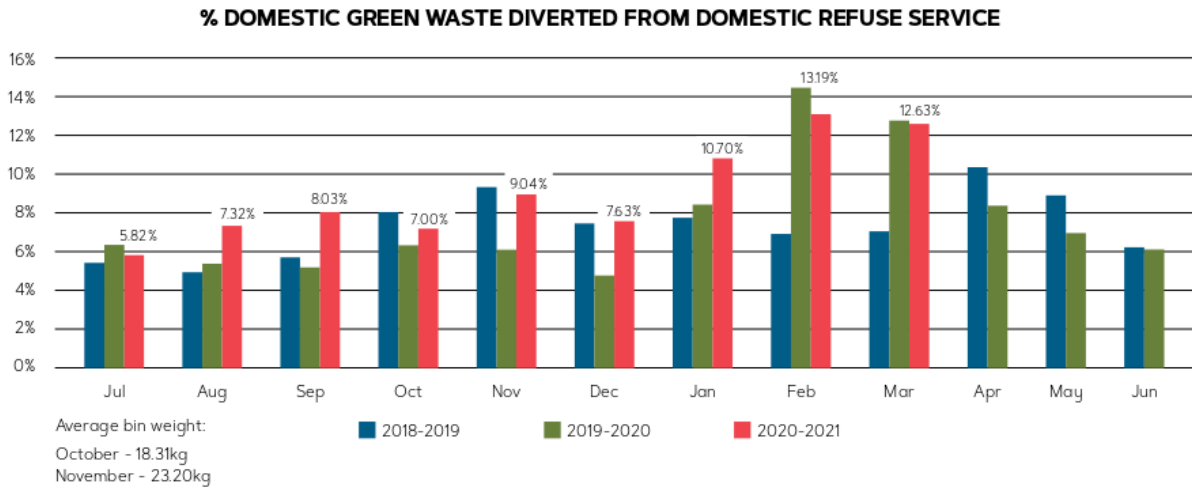
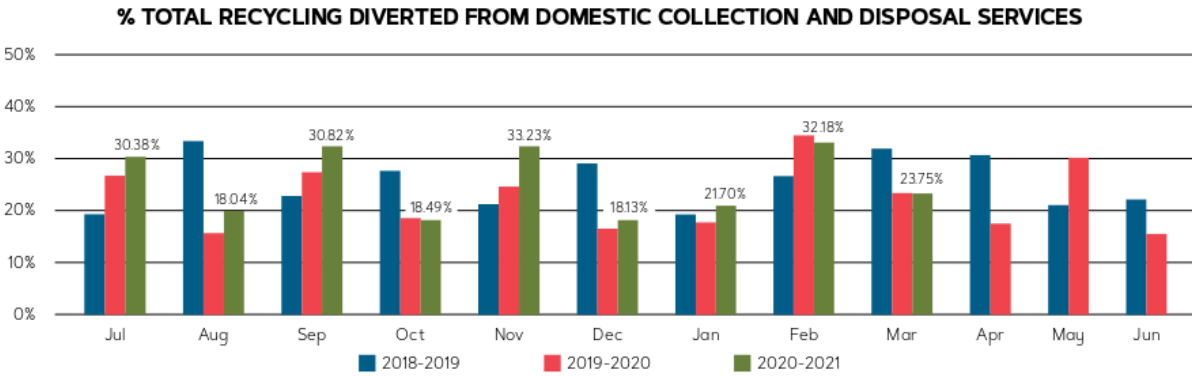
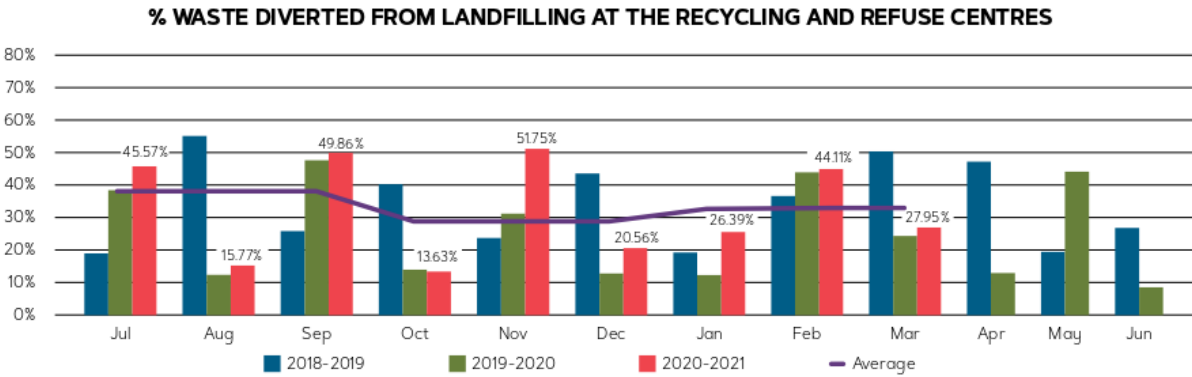
PERFORMANCE TARGETS - PROCESSES						
Key Result Area	Indicator	Standard	Reporting Frequency	Result		
				January	February	March
Achieve operational excellence	Extra/Missed Bin Services requests completed within 1 working day	>85%	Quarterly	100%	100%	100%
	# of Requests			531	395	510
	# of Request completed on time			529	395	508
	Domestic refuse & recycling service commencements actioned within 5 working days of notification	>85%	Quarterly	76%	88%	63%
	# of Requests			120	181	215
	# of Request completed on time			91	159	135
	Green waste service commencements actioned within 5 working days of notification	>85%	Quarterly	86%	82%	56%
	# of Requests			483	356	332
	# of Request completed on time			417	292	187
Key Result Area	Indicator	Standard	Reporting Frequency	Result		
				January	February	March
Achieve operational excellence	Requests for Replacements/ Repairs actioned within 5 working days	>85%	Quarterly	83%	78%	56%
	# of Requests			835	708	749
	# of Request completed on time			693	555	416

**Comment:** A nationwide supply issue has resulted in a shortage of mobile garbage bins which has affected bin repairs and deliveries. This supply issue has now been rectified.

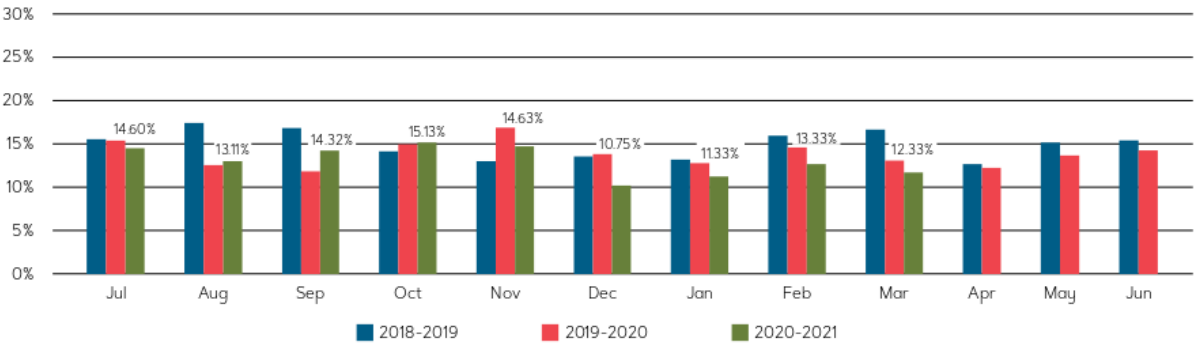
PERFORMANCE TARGETS - PROCESSES						
Key Result Area	Indicator	Target	Reporting Frequency	Result		
				January	February	March
Be a good neighbour	% Waste diverted from landfilling at the Recycling & Refuse Centres	>35%	Quarterly	26.39%	44.11%	27.95%
	% total recycling diverted from domestic collection & disposal services	>25%	Quarterly	21.70%	32.18%	23.75%
	% domestic green waste diverted from domestic refuse service	>3%	Quarterly	10.70%	13.19%	12.63%
	% waste diverted from landfilling by the kerbside recycling service	>15%	Quarterly	11.33%	13.33%	12.33%
	% waste diverted from landfilling by commercial waste services	>5%	Quarterly	8.84%	9.75%	9.73%

**Comment:** Results are varied due to frequency of removal of material from the Recycling and Refuse Centres.

Recycling and refuse centre data

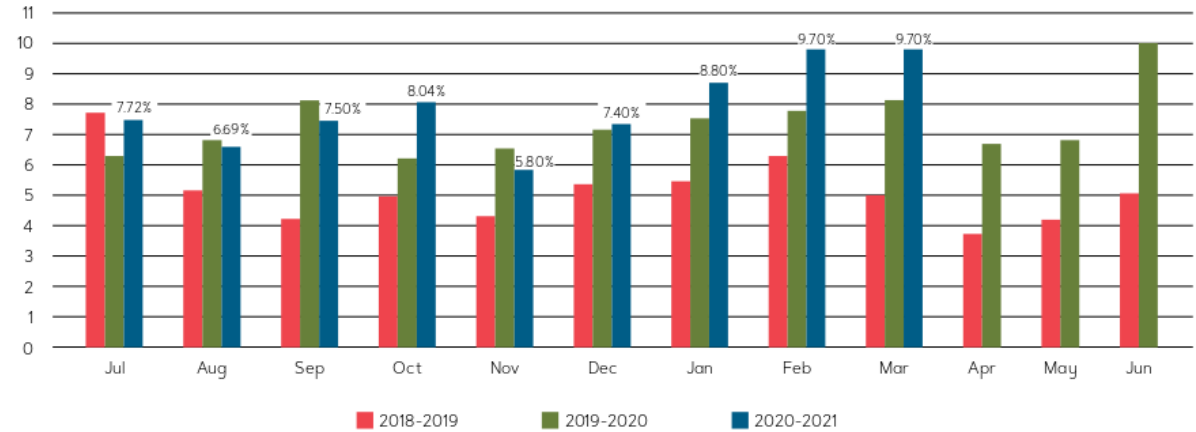


% WASTE DIVERTED FROM LANDFILLING BY THE KERBSIDE RECYCLING SERVICE AND GLASS



Data from previous quarters may change due to adjustments by third parties.

% WASTE DIVERTED FROM LANDFILL BY IWS COMMERCIAL WASTE SERVICES



Data from previous quarters may change due to adjustments by third parties.

FINANCIAL ANALYSIS OF QUARTERLY PERFORMANCE AGAINST BUDGET

OPERATING RESULT AS AT 31 MARCH 2021

The following tables outlines the operating result for the January to March 2021 quarter, and the full 2020-2021 financial year.

BUDGET V ACTUAL			
THIRD QUARTER	JANUARY TO MARCH 2021		
	ACTUAL (\$'000')	BUDGET (\$'000')	VARIANCE (\$'000')
Operational Revenue	11,335	11,759	-425
Operational Expenditure	8,823	8,129	-694
Surplus/Deficit on Expenditure	2,512	3,630	-1,119

YTD	FY21		
	ACTUAL (\$'000')	BUDGET (\$'000')	VARIANCE (\$'000')
Operational Revenue	33,565	32,832	732
Operational Expenditure	25,764	25,394	-370
Surplus/Deficit on Expenditure	7,800	7,438	363

Revenue

Revenue is currently marginally above the annual budget estimate by 2.2%.

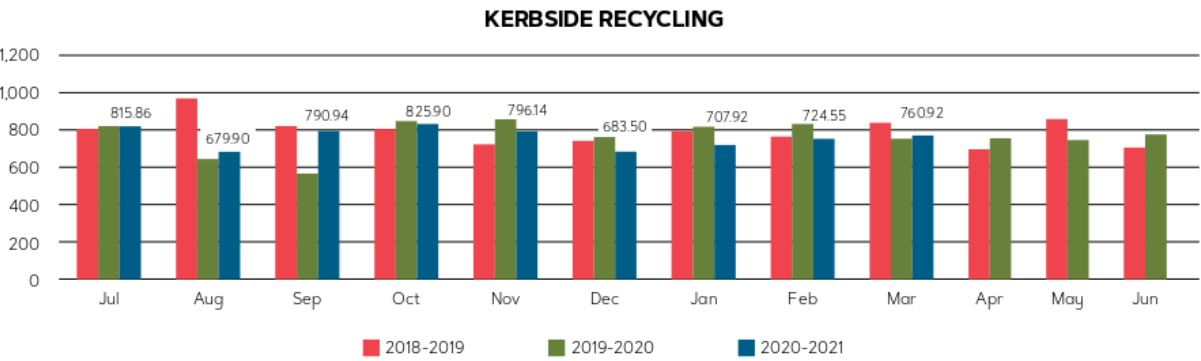
Expenses

Expenses are also 1.5% over the budget estimate, however this is reflective of the increased operational costs associated with deriving the additional revenue shown above.

Capex

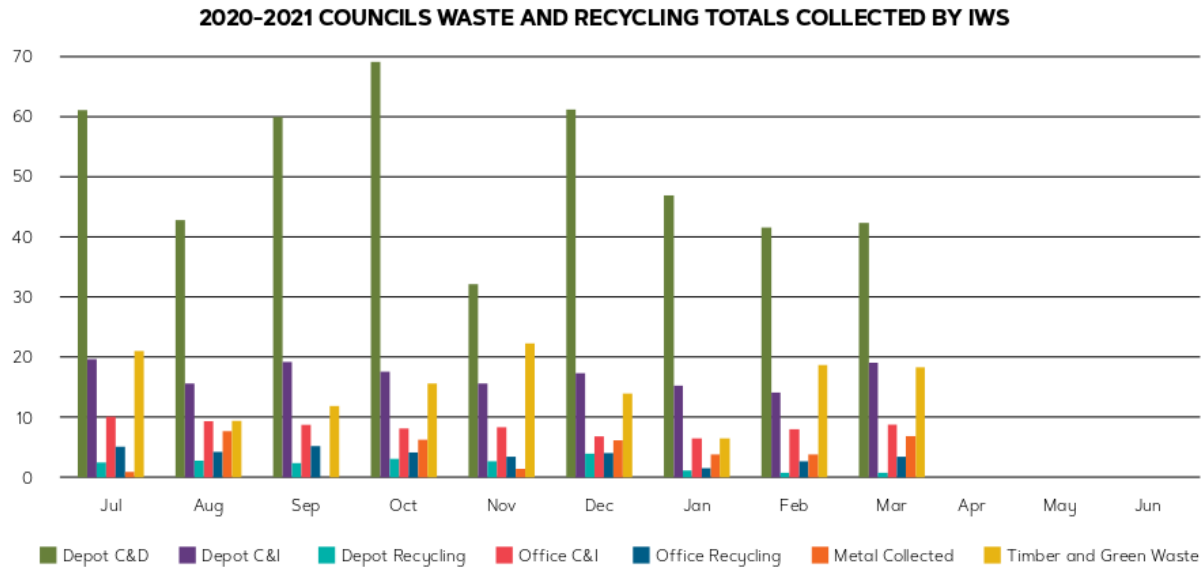
Budget for the year is \$1.622m with a total spend as at 31 March of \$544k (33.54%). The majority of budget allocation is for acquisition of bins, of which it is anticipated that all funds will be expended during this financial year.

WASTE & RECYCLING VOLUMES



Data from previous quarters may change due to adjustments by third parties.

Council's waste & recycling volumes



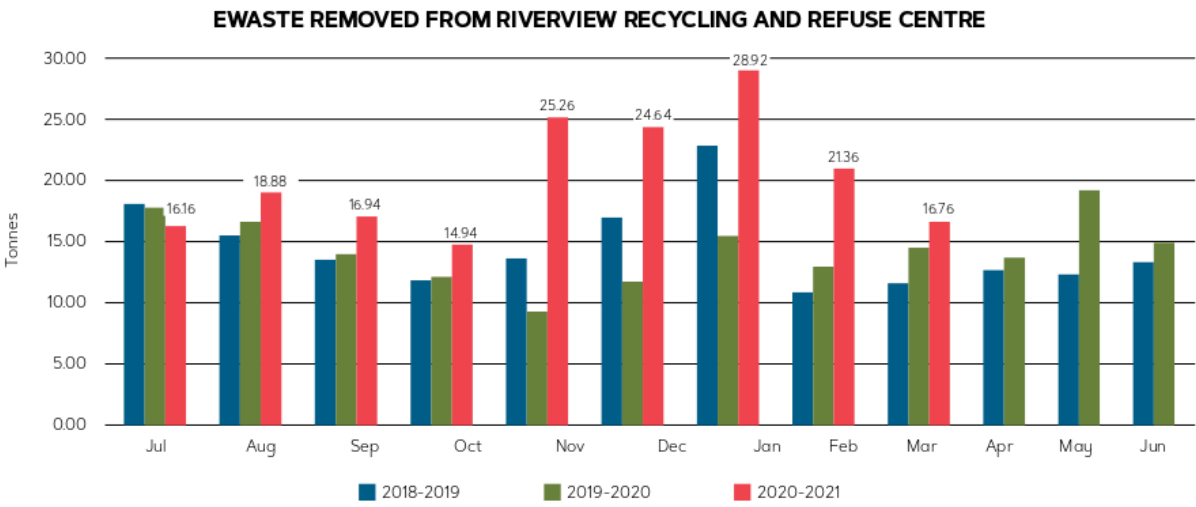
Data from previous quarters may change due to adjustments by third parties.

RECYCLING AND REFUSE CENTRE DATA

Customer Numbers

RECYCLING AND REFUSE CENTRES DOMESTIC CUSTOMER DATA						
Month / Year	Riverview			Rosewood		
	2018-2019	2019-2020	2020-2021	2018-2019	2019-2020	2020-2021
Jul	8,313	8,948	10,742	867	739	954
Aug	7,978	9,402	12,493	812	744	1,113
Sep	8,069	9,475	11,650	935	809	1,055
Oct	9,647	8,501	14,510	859	765	1,058
Nov	9,584	7,631	11,493	892	750	1,103
Dec	12,670	10,531	14,556	1,243	924	1,413
Jan	12,564	11,303	15,746	1,090	994	1,541
Feb	8,033	10,166	13,704	774	865	1,144
Mar	8,413	11,658	13,610	750	983	1,117
Apr	10,260	11,880		875	1,153	
May	8,260	13,225		725	1,219	
Jun	8,144	10,347		651	956	
Total Year to Date	111,935	123,067	118,504	10,473	10,901	10,498

Ewaste volume



Data from previous quarters may change due to adjustments by third parties.





Item 15.3 / Attachment 2.

Q3 status		Operational Plan 2020-2021: Deliverable 2020-2021	Completion Date	Budget Allocation	original provided
At Risk	CCED ECD	Development of Industrial Land Strategy	30-Jun-21	\$90,000	The cross-functional Industrial Land and Employment Needs Analysis has not yet been finalised. The Industrial Land Strategy is reliant on this preceding piece of work and therefore it has been delayed. The Industrial Land Strategy is now expected to commence in Quarter 4 with delivery likely in Quarter 2 of the 2021/22 financial year.
At Risk	PRS CD	Preliminary drafting of new Planning Scheme and Local Government Infrastructure Plan	30-Jun-21	\$500,000	Drafting of new planning scheme is underway and continuing although behind schedule Meeting with the State Planner & key State government officers regarding scheme structure and approach confirming a Place Based approach to the planning scheme with an emphasis on place-making will be a core focus of the scheme. Consultancy work on informing studies for the planning scheme including centres strategy review and update and industrial land assessment and needs analysis reaching closure and peer review of Biodiversity overlay codes, policy and mapping completed. Peer review on Natural Hazards identified gaps and need for further risk assessments to be undertaken to satisfy the State Interest. Implications for budget and management of project timeframes to be confirmed. Targeted discussion sessions with Councillors to commence with sessions one scheduled on strategic policy direction and themes including major policy areas of change, consultation risks, key issues and implications for divisions. Local Government Infrastructure Plan (LGIP) – Business case prepared and approved with recruitment for resourcing approaching close out for all teams. Project management capacity risk identified and elevate to issue. Decision on mitigation pending.
Not Proceeding	CP Perf	Develop an Affordable Living policy	30-Jun-21	\$10,000	Initial research and information gathering has commenced to help inform a discussion paper that will be distributed in 2021 for internal and community consultation. Due to resourcing and other community consultation impacts the completion of a developed policy won't be completed in 2020-2021. This policy development will occur in the 2021-2022 program of work for council.
At Risk	PRS CD	Develop new 20 year Social Infrastructure Plan	30-Jun-21	\$45,000	Local Government Infrastructure Plan (LGIP) – Business case prepared and approved with recruitment for resourcing approaching close out for all teams. Project management and schedule development is progressing although is contingent on overarching LGIP Project Management risks being resolved.
At Risk	CCED LCS	Review and update the Library 2019-2024 Strategy to incorporate new library and customer service models.	31-Dec-20	No budget allocated	The draft Library Strategy has been reviewed and updated by Libraries and Customer Services to better align with council's strategic priorities. Consultation on the updated strategy will commence in Q4.
Not Proceeding	CCED LCS	Design and delivery of second (2 <sup>nd</sup> ) Library Pod.	30-Jun-21	\$250,000	In line with the update to the draft Library Strategy, the production and delivery of a second Library Pod has been paused. The future options for Library Pod development will form part of the consultation on the Strategy, due to commence in Q4.
At Risk	IE Environ	Black Snake Creek Project - Stage 2	30-Jun-21	No budget allocated	Some works carried out to in fill and manage old/existing sites. New sites with procurement
At Risk	IE IS	Undertake flood studies of several catchments to ensure effective floodplain management planning allowing for more informed decision making for the City.	30-Jun-21	\$200,000	Detailed scoping has been finalised for Bundamba Creek flood study and this has been sent out for request for quotation to several external consultants to undertake this work. This will be evaluated shortly to appoint a suitable consultant.
At Risk	IE IS	Review and update Queens Park Conservation Management Plan & Queens Park Land Management Plan	30-Jun-21	\$45,000	Consultants are progressing with delivery of the Conservation Management Plan for Queens Park. Completion is expected in Q4. Request for Quotation for the Queens Park Land Management Plan has been undertaken twice, with nil suppliers submitting quotations due to market demand. The project will be rescheduled for delivery in 2021/2022.
At Risk	IE Environ	Review the Streetscape Design Guideline	30-Dec-20	No budget allocated	Final Workshop completed and content finalised.
At Risk	IE Environ	Update the Ipswich Sustainability Strategy	30-Jun-21	\$50,000	Sustainability strategic framework developed and 60-70% of the strategy complete. Have engaged with ELT and Mayor/council to provide strategy overview. Have provided further briefing information to Mayor/councillors re: resourcing climate change work. End of March seeking to engage planning consultants for the 'population growth' challenge.

Item 15.3 / Attachment 2.

At Risk	CCED LCS	Development of ICC Customer Focus Strategy	30-Mar-21	No budget allocated	The Customer Experience Strategy project commenced in Q3 following significant planning in Q2. Ipsos have been engaged to assist council with progressing the Customer Experience Strategy including whole-of-council surveys and stakeholder interviews being held in Q4
Not Proceeding	CP Perf	Development of a Strategic Policy Framework that aligns strategic priorities and goals for the City with the United Nations Sustainable Development Goals for 2030.		No budget allocated	Ipswich City Council policies represent a wide range of strategic positions that assist council decision-making on matters that impact the Ipswich community and the city's development. Council could strengthen these positions and their related outcomes through a strategic policy framework. A proposed framework will take account of council's broader policy environment (its social, environmental, economic and governance policy statements) and links their overall strategic direction. A proposed framework will also be underpinned by a number of social policy principles, alignment to the United Nations Sustainable Development Goals and targets as well as council's newly developed Corporate Plan. The Strategic Policy Framework will not be finalised until the new 2021-2026 Corporate Plan is finalised. This, combined with resourcing impacts, will mean the framework (which will include a monitoring and evaluation framework for council) will not be completed until 2021-2022.
At Risk	IE Environ	Develop an Electric Vehicle Transition Plan for Council Fleet	30-Jun-21	\$30,000	Scoping complete. RFQ complete. Procurement process started. Release to market by week ending Friday 19 March 2020.

Doc ID No: A7234290

ITEM: 15.4

SUBJECT: CHANGE OF TIME OF COUNCIL ORDINARY MEETING SCHEDULED FOR 24 JUNE 2021

AUTHOR: MEETINGS COORDINATION MANAGER

DATE: 4 MAY 2021

### **EXECUTIVE SUMMARY**

This is a report concerning a proposed change to the Council Ordinary Meeting scheduled for 24 June 2021.

### **RECOMMENDATION/S**

**That the Council Ordinary Meeting scheduled to commence at 9.00 am on Thursday, 24 June 2021 be rescheduled to commence at 1.00 pm on Thursday, 24 June 2021.**

### **RELATED PARTIES**

There are no identified conflict of interests in relation to this matter.

### **ADVANCE IPSWICH THEME**

Listening, leading and financial management

### **PURPOSE OF REPORT/BACKGROUND**

At the Council Ordinary Meeting of 10 December 2020, Council resolved to hold an Ordinary meeting on 24 June 2021 commencing at 9.00 am.

As this time was previously resolved by Council resolution, a further Council resolution to change the time is required.

The Council Ordinary Meeting time change is to allow for a Special Meeting to occur in the morning for the consideration of the 2021-2020 Budget and Annual Plan.

### **LEGAL/POLICY BASIS**

This report and its recommendations are consistent with the following legislative provisions:  
*Local Government Regulation 2012*

### **RISK MANAGEMENT IMPLICATIONS**

As a Council resolution already exists for the timing of the Council meeting scheduled for 24 June 2021, a further resolution to amend this date is required.

### **FINANCIAL/RESOURCE IMPLICATIONS**

There are financial or resource implications associated with this report.

### **COMMUNITY AND OTHER CONSULTATION**

Consultation has occurred with the Acting Chief Executive Officer, Acting General Manager Coordination and Performance and the Manager, Executive Services. This matter was discussed with councillors at the councillor budget briefing on 22 April 2021.

### **CONCLUSION**

A Council resolution is required to change the time of the Council Ordinary Meeting scheduled for 24 June 2021 from 9.00 am to 1.00 pm.

Vicki Lukritz

**MEETINGS COORDINATION MANAGER**

I concur with the recommendations contained in this report.

Wade Wilson

**MANAGER, EXECUTIVE SERVICES**

I concur with the recommendations contained in this report.

Barbara Dart

**ACTING GENERAL MANAGER COORDINATION AND PERFORMANCE**

***"Together, we proudly enhance the quality of life for our community"***

Doc ID No: A7229520

ITEM: 15.5

SUBJECT: TONY MERRELL PARK FENCING GRANT SUBMISSION - RESPONSE TO PETITION  
TABLED 25 MARCH 2021

AUTHOR: COORDINATOR - GRANT MANAGEMENT

DATE: 29 APRIL 2021

### **EXECUTIVE SUMMARY**

This is a report concerning a petition tabled at the Council meeting on 25 March 2021 requesting Council lodge a grant submission under the SEQ Community Stimulus Program for the fencing of Tony Merrell Park in Leichhardt.

### **RECOMMENDATION/S**

- A. That the report be received and the contents noted.**
- B. That the Council extend thanks to Mr James Madden MP for bringing forward the petition signed by residents.**
- C. That the Council advise Mr Madden MP that while not recommended for application for the South East Queensland Community Stimulus Funding Program, the project is being considered for inclusion in the capital works program for the 2021-2022 financial year.**

### **RELATED PARTIES**

No conflicts of interest have been identified

### **ADVANCE IPSWICH THEME**

Managing growth and delivering key infrastructure

### **PURPOSE OF REPORT/BACKGROUND**

A petition was tabled at the Council meeting on 25 March 2021 from Mr James Madden MP, Member for Ipswich West, (Head Petitioner) seeking Council 'Make application to the State Government for a South East Queensland Community Stimulus Package Grant, which is expected to open in March 2021, to build a fence around Tony Merrell Park at Leichhardt'.

While the petition does not provide any detail on the problem hoping to be addressed by the fence, Council's Open Space Planning Officers have been working with Mr Madden MP

and members of the community with regard to deterring illegal motorbike riding in the park and other anti-social activities.

Tony Merrell Park is one of the cities former landfills that, when closed, was designated as open space. The park includes a playground, BMX track, basketball court and gazebo. However, in recent years, due to various reasons including illicit drug use and vandalism, the public toilet in the park has been closed.

Council was formally invited to submit applications under the SEQ Community Infrastructure Program on 22 March 2021, with submissions due by 16 April 2021. Given the very short timeframe to prepare submissions, Council was forced to select projects with better planning and cost estimates already completed, thereby giving Council the best chance of successful project approval and delivery.

The Fencing of Tony Merrell Park has, however, been included as a provisional project for consideration towards inclusion in the FY22 Capital Budget.

### **LEGAL/POLICY BASIS**

This report and its recommendations are consistent with the following legislative provisions:  
*Not Applicable*

### **RISK MANAGEMENT IMPLICATIONS**

Whilst the fencing of Tony Merrell Park was considered for inclusion in the submission package, the risks associated with submitting a project with minimal scoping and cost estimations, and the likelihood of success was considered too high.

### **FINANCIAL/RESOURCE IMPLICATIONS**

The proposal to fence Tony Merrell Park will be included for consideration in the FY22 budget.

### **COMMUNITY AND OTHER CONSULTATION**

The Open Space Planning Team have been engaging with the local community to address the anti-social behaviour issues in Tony Merrell Park. Further consultation will be undertaken during the design phase of the project.


### **CONCLUSION**

The Fencing of Tony Merrell Park has been considered for inclusion in the submission package for the SEQ Community Stimulus Program. However, a strategic decision was made to apply for other projects with a better chance of success.

However, the proposed project has been included for consideration as a 'Provisional Project' in the FY22 Capital Budget.

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**ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS**

1.	Petition from Jim Madden - Funding to build a fence around Tony Merrell Park at Leichhardt <a href="#">↓</a> 
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Matthew Mulroney

**COORDINATOR - GRANT MANAGEMENT**

I concur with the recommendations contained in this report.

Joshua Edwards

**ACTING MANAGER, PERFORMANCE**

I concur with the recommendations contained in this report.

Barbara Dart

**ACTING GENERAL MANAGER COORDINATION AND PERFORMANCE**

***“Together, we proudly enhance the quality of life for our community”***



Your Ref:  
Our Ref: JM

5<sup>th</sup> March 2020

Mr David Farmer  
Chief Executive Officer  
Ipswich City Council  
South Street,  
IPSWICH QLD 4305

Dear David,

**Enclosed** is a Petition to Ipswich City Council requesting that the Council make application for a South East Queensland Community Stimulus Package Grant for funding to build a fence around Tony Merrell Park at Leichhardt.

One hundred Ipswich residents have signed the Petition.

Yours faithfully,

Jim Madden MP  
Member for Ipswich West



## Petition to the Ipswich City Council

### Principal Petitioner

**Name:** James Edward Madden  
**Address:** 25 MacGregor Street, IPSWICH 4305  
**Postal Address:** 25 MacGregor Street, IPSWICH 4305  
**Contact Phone:** 0447 181 665

We, the undersigned residents of Ipswich, request that the Ipswich City Council:

**Make application to the State Government for a *South East Queensland Community Stimulus Package Grant*, which is expected to open in March 2021, to build a fence around Tony Merrell Park at Leichhardt.**

13



Doc ID No: A7278122

ITEM: 15.6

SUBJECT: SEQ COMMUNITY STIMULUS PROGRAM - ENDORSEMENT OF SUBMITTED PROJECTS

AUTHOR: COORDINATOR - GRANT MANAGEMENT

DATE: 20 MAY 2021

### **EXECUTIVE SUMMARY**

This is a report concerning a funding commitment of \$6.67 million from the State Government under the SEQ Community Stimulus Program and a subsequent invitation to submit projects for consideration under competitive funding round for a share of a \$26m funding pool.

### **RECOMMENDATION/S**

**That Council endorse the projects shown in Attachment 1, as listed below, for submission under the SEQ Community Stimulus Program:**

#### **Allocated Round**

- **Rosewood Recycling and Refuse Centre Redevelopment**
- **Riverview Waste Transfer Station - Resource Recovery Area Improvements**

#### **Competitive Round**

- **Redbank Plains Recreation Reserve Youth Area (Stage 1)**
- **Richardson Park Playground and Amenities Upgrade**

### **RELATED PARTIES**

No Conflicts of interest have been identified.

### **ADVANCE IPSWICH THEME**

Managing growth and delivering key infrastructure

### **PURPOSE OF REPORT/BACKGROUND**

In March 2021, The Honourable Steven Miles MP, Deputy Premier and Minister for State Development, Infrastructure, Local Government and Planning announced an amount of \$6,670,000 under the 2021-2024 SEQCSP had been made available to the Council and invited Council to submit eligible projects for the allocation of this funding. In addition, Council was

invited to submit projects for consideration under a competitive round of funding for a share of a \$26 million in funding.

The aim of the grant program is to create and sustain jobs across SEQ by providing funds that enables SEQ councils to fast-track investment in new infrastructure and community assets, including investment that:

- stimulates employment now and has lasting benefits for community assets and economic development; and
- provides for economic investment in outer-urban areas or low socio-economic areas

Projects must be constructed on land currently owned or controlled by Council, be completed by 30 June 2024 and be consistent with the following project categories

1. Essential Services
  - Road & Drainage
  - Waste Infrastructure
2. Economic Development
  - Streetscape
  - Community Hubs
3. Community Well-Being
  - Parks
  - Public Toilets
  - Community facilities

#### **LEGAL/POLICY BASIS**

This report and its recommendations are consistent with the following legislative provisions:

*Not Applicable*

#### **RISK MANAGEMENT IMPLICATIONS**

The funding commitment from the Queensland Government under the SEQ Community Stimulus Program must be fully expended by 30 June December 2024 or the funding commitment is surrendered. Projects identified for consideration by the Minister are considered deliverable within the desired timeframes.

#### **FINANCIAL/RESOURCE IMPLICATIONS**

The allocation portion of the SEQ Community Stimulus Program is a 100% funding basis, based on the estimated project costs. Council, however, will be responsible for funding any expenditure over the allocated \$6.57 million.

Whilst the competitive portion did not require a specific funding split, it is expected that Council's will contribute to the submitted projects. Council's submissions have been completed on an 80/20 basis with Council committing 20% of the estimated project costs.

The submitted projects are already included in the three-year capital program for delivery before 30 June 2024.

## **COMMUNITY AND OTHER CONSULTATION**

Projects selected for consideration will be done in consultation with key staff from across Council.

Wider engagement with stakeholders regarding individual projects is managed through Councils existing processes for capital delivery.

## **CONCLUSION**

In March 2021, Council was invited to submit eligible projects for consideration of funding under the SEQ Community Stimulus Program which aims to create and sustain jobs whilst fast-tracking investment in new infrastructure and community assets.

The project list as shown in Attachment 1, has been submitted to the Department State Development, Infrastructure, Local Government and Planning for consideration and approval The Honourable Steven Miles MP, Deputy Premier and Minister for State Development, Infrastructure, Local Government and Planning.

## **ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS**

1.	CONFIDENTIAL SEQ Community Stimulus Program Submissions
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Matthew Mulroney

**COORDINATOR - GRANT MANAGEMENT**

I concur with the recommendations contained in this report.

Joshua Edwards

**ENTERPRISE PROGRAM MANAGEMENT OFFICE MANAGER**

I concur with the recommendations contained in this report.

Barbara Dart

**ACTING GENERAL MANAGER COORDINATION AND PERFORMANCE**

***“Together, we proudly enhance the quality of life for our community”***



Doc ID No: A7234507

ITEM: 15.7

SUBJECT: NICHOLAS STREET PRECINCT - METRO B REPEAL OF PREVIOUS COUNCIL DECISION

AUTHOR: PROJECT MANAGER

DATE: 4 MAY 2021

### EXECUTIVE SUMMARY

This is a report regarding a variation to the existing Design and Construct Contract for Ipswich Central Civic Project for additional retail development works within the Nicholas Street Precinct together with a funding request for future additional Metro B and Eats capital incentives and value adding design modifications to Metro B. Specifically, the report seeks:

- the repeal of Council's decision, Item No 15.8 (Recommendation D (b)) in the report dated 5 January 2021 adopted at Council's Ordinary meeting of 28 January 2021;
- approval to proceed with Option 2(b) of the retail development (landlord) works, as per Pre-Agreed Variation 2 in executed Variation Deed No.1 with Hutchinson Builders for the Retail Development;
- endorsement of future additional capital incentive budget requirement for both Metro B and Eats redevelopments and its inclusion in the 2021-2022 budget to be adopted by Council in late June 2021; and
- endorsement of additional capital budget requirement for value-add design and tenancy variations to Metro B tenancy 2B08 and its inclusion in the 2021-2022 budget to be adopted by Council in late June 2021.

### RECOMMENDATION/S

- A. That Council repeal the previous decision of Council contained at Item No. 15.8 (Recommendation D (b)) in the report dated 5 January 2021 and adopted at Council's Ordinary meeting of 28 January 2021 as detailed below:**

***"that Council proceed with Option 2(b) of the retail development works with J Hutchinson Pty Ltd for the Design and Construct Contract for Ipswich Central Civic Project (Contract No 13254) subject to the execution of Agreement for Leases for 50% of the Metro B tenancies".***

- B. That Council resolve to proceed with Option 2(b) of the retail development (landlord) works for \$3,736,953.68 as detailed in Pre-Agreed Variation 2 in executed Variation Deed No.1 (Retail Development) to the Design and Construct Contract for Ipswich Central Civic Project with J Hutchinson Pty Ltd (Contract No 13254).**

- C. That under s257(1) of the *Local Government Act 2009* Council delegate the power to the Chief Executive Officer (“CEO”) to be authorised to finalise Pre-Agreed Variation 2 in executed Variation Deed No.1 (Retail Development) to the Design and Construct Contract for Ipswich Central Civic Project with J Hutchinson Pty Ltd (Contract No. 13254) and to do any other acts necessary to implement Council’s decision.**
- D. That Council endorse the additional capital incentive budget requirement for both Metro B and Eats redevelopments and the inclusion of this funding requirement in the 2021-2022 budget to be adopted by Council in late June 2021.**
- E. That Council endorse the additional capital budget requirement for value-add design and tenancy variations to Metro B tenancy 2B08 and its inclusion in the 2021-2022 budget to be adopted by Council in late June 2021.**

#### **RELATED PARTIES**

Ranbury Management Group - Program Management Partner  
Ranbury Property Services – Retail Leasing Agent  
Hutchinson Builders

Councillors Fechner and Madsen may have a potential conflict of interest in relation to this matter.

#### **ADVANCE IPSWICH THEME**

Strengthening our local economy and building prosperity

#### **PURPOSE OF REPORT/BACKGROUND**

##### **Metro B – Landlord Works**

On 10 December 2019, Council adopted a Tender Consideration Plan (TCP) for the retail construction work to be awarded as a variation to the existing Civic Project Design and Construct contract (Contract No. 13254) being delivered by J. Hutchinson Pty. Ltd (trading as Hutchinson Builders). At its meeting on 27 August 2020, Council delegated the power to the CEO to negotiate and administer and finalise a contract variation of \$33,614,627 for the retail development works, conditional upon, the execution and finalisation of the Agreement for Lease (AFL) with the key anchor tenant (refer Attachment 1).

Due to the cessation of negotiations with the key anchor tenant, on 10 December 2020 Council endorsed recommendations to progress retail redevelopment works on both the Eats and Metro B buildings and adjacent streetscape, independent of the Venue building in which the cinema tenancy is located (refer Attachment 2). Following this decision, it was identified that a conflict existed with the previous Council resolution dated 27 August 2020 associated with a delegation of power to the CEO, for the retail contract variation, which was conditional upon the execution of an AFL by Council.

As a result, at its meeting on 28 January 2021 Council repealed its decisions of 27 August 2020 and 10 December 2020 and endorsed proceeding with the retail variation of Contract No.



13254 to allow for the immediate progression of works to Eats and Metro B and, conditional upon the execution of an AFL for 50% of the Metro B tenancies, internal (landlord) works to Metro B (Option 2b) totalling \$2.9M (refer Attachment 3).

Council's retail team has made significant progress with prospective tenants for Metro B with agreed commercial terms (approved by the CEO) for six retail tenancies within Metro B totalling 54.1% of the building's gross income (rent). Each of these deals is currently progressing with the preparation of legal documentation (AFLs) and preliminary store design.

Further, commercial terms have been agreed with two other prospective Metro B tenants (total of 14.5% of the building's gross income) with these deals currently with Council for review/endorsement by the CEO. The commercial terms for each prospective lease arrangement are reviewed by an independent third party and their assessment of the deal's commerciality forms part of the information pack provided to the CEO for review prior to endorsement.

Delays contributing to the achievement of legally binding leasing arrangements have included Covid-19 and delays with the Cinema tenancy and as a result, the Council approved leasing hurdle of 50% executed AFLs for Metro B leases to allow the progression of final landlord works (initially forecast at \$2.9M) within Metro B has not been met.

With approximately 68.6% of the building's gross income now either having endorsed commercial terms or under review for endorsement and current transactional trends across the food and beverage industry strong, this paper seeks endorsement to proceed with Metro B landlord works noting funds are available within the approved budget (refer Financial/Resource Implications below). Further the proposed works are identified as Pre-Agreed Variation 2 in the executed Variation Deed No.1 with Hutchinson Builders for the Retail Development.

Approval to progress these works will assist the builder in meeting the project opening date of Easter 2022 and mitigate any associated delay costs.

### **Metro B/Eats – Capital Incentives**

Additional capital incentives are required for both Metro B and Eats redevelopments to meet the current leasing market's requirements and changes over the last two years from the original budget. As market conditions have slowed and entry to new space has become harder to access by the incoming tenant, landlords have had to help de-risk this process. The barriers to enter new space in a new market are predominately the cost of fit-out and business set up and establishment. These costs are generally split between landlord and tenant (rent free periods/rent abatements and capital incentives to cover entry costs).

Covid-19 has had a significant effect on entry costs, with tenants now demanding full capital incentives to de-risk cost to entry. Amendments to this budget will allow the leasing and delivery team to negotiate the most sustainable landlord tenant relationship to sales, dwell time and re-establish the precinct and city centre of Ipswich. Confidential Attachment 4 details the Metro B and Eats capital incentive requirements.

## **Metro B – Value Adding**

Through a continued design review process, 28 sqm of additional floor space has been identified for potential inclusion in Metro B's gross floor area. This space can deliver new value to establish improvements to overall financials, tenant mix and ability to allow for a retail/service orientated business to anchor the internal mall of Metro B. This will add to the overall strength of the pitch, neighbouring tenant sales and ability to attract quality tenants now and into the future.

## **LEGAL/POLICY BASIS**

This report and its recommendations are consistent with the following legislative provisions:

*Local Government Act 2009*

*Local Government Regulation 2012*

## **RISK MANAGEMENT IMPLICATIONS**

The risk of not proceeding with Metro B's additional landlord works at this time (meaning individual tenancies will not be available for tenant fit-out) are significant and include public perception, reputational damage to the precinct's image due to vacant or partially complete buildings, precinct aesthetics and loss of the efficiency of having the incumbent contractor complete the work. Associated delays would mean that the proposed opening at Easter 2022 would not be achievable.

Without the capital incentives budget, the scheme would not have progressed to its current position with retail leasing and would be considerably less attractive to the market and regional competition.

The ability to make use of a redundant 28 sqm of space and introduce a new tenant will significantly improve the viability of the internal mall in Metro B. The proposed retail and service orientated business will act as an anchor and drive additional footfall, dwell time and sales within this part of the precinct therefore minimising ongoing leasing risks and bolstering future trade.

## **FINANCIAL/RESOURCE IMPLICATIONS**

At its 28 January 2021 meeting, Council endorsed a variation with Hutchinson Builders for Options 1 and 2a for Eats and Metro B with Metro B being conditional on the attainment of a leasing hurdle, endorsement to progress Option 2b is the subject of this paper noting the funds are available within the approved budget.

The values in the forecast cost column in the table below were based on cost estimates, pre executed variation. Following Council's January 2021 approval of the retail options, Hutchinson Builders refined the costs of each variation's component. The resulting retail variation, executed on 5 February 2021, reflected the revised cost estimates and included two pre-agreed (and priced) variations, one of which was for the Internal Works to Metro B (refer column 'Contract Value'). The final contract variation is 1.4% over the original cost forecast.

The other pre-agreed variation relates to demolition works to Metro A, not being progressed at this time. The project team is committed to applying its best endeavours to value manage the construction works associated with the variation to budget.

It is typical that new value is delivered with new capital as opposed to allocation of project contingency funds which are required to manage tenant enforced design changes, construction cost risk and programme slippage. It is proposed that the required funds for both capital incentives and the Metro B value adding new works be included in the 2021/22 budget to be adopted by Council in late June 2021.

Option	Description	Forecast Cost	Contract Value
1	Eats: Complete the remaining base-building work to enable tenant fit-out to commence	\$3,000,000.00	\$15,234,052.00
2a	Metro B: Complete the streetscape/façade/ building envelope (includes Metro A façade)	\$12,800,000.00	
2b	Metro B: Complete base-building work to enable tenant fit-out to commence (Pre-agreed Variation 2)	\$2,900,000.00	\$3,736,953.68
	<b>Total all Options 1, 2a and 2b</b>	<b>\$18,700,000.00</b>	<b>\$18,971,005.68</b>

## COMMUNITY AND OTHER CONSULTATION




No consultation was undertaken in the preparation of this report.

## CONCLUSION

Approval to progress the Metro B internal landlord works will ensure the building's tenancies are available as early as possible for tenant fit out for the proposed Easter 2022 opening.

Endorsement of the capital incentive budget requirements for both Metro B and Eats redevelopments and the additional capital budget requirement for value-add design driven and tenancy variations to the Metro B tenancy will help ensure the commercial success of both assets and the Nicholas Street Precinct.

## ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	ICRC Paper August 2020 - Contract Variation 
2.	Council Paper December 2020 - Nicholas Street Precinct Stage 3 
3.	Council Paper January 2021 - Nicholas Street Precinct Stage 3 Repeal 
	CONFIDENTIAL
4.	Capital Incentives/Value Add Initiative

Greg Thomas  
**PROJECT MANAGER**

I concur with the recommendations contained in this report.

Sean Madigan  
**ACTING GENERAL MANAGER - INFRASTRUCTURE AND ENVIRONMENT**

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IPSWICH CENTRAL REDEVELOPMENT COMMITTEE  
MEETING AGENDA

20 AUGUST  
2020

Doc ID No: A6404917

ITEM: 1

SUBJECT: CONTRACT VARIATION - CBD RETAIL REFURBISHMENT WORKS

AUTHOR: PROJECT MANAGER

DATE: 30 JULY 2020

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### EXECUTIVE SUMMARY

This is a report concerning a proposed variation to existing Contract 13254 with J. Hutchinson Pty. Ltd. for the provision of retail development works associated with the retail component of the Nicholas Street - Ipswich Central project (the Retail Project).

### RECOMMENDATION/S

**That under s257(1) of the *Local Government Act 2009* Council delegate the power to the Chief Executive Officer ("CEO") to be authorised to negotiate and administer and finalise a contract variation of \$33,614,627 for retail development works ("Works") with J. Hutchinson Pty. Ltd for the Design and Construct Contract for Ipswich Central Civic Project, Contract No. 13254 and to do any other acts necessary to implement Council's decision. The delegation of power and authorisation for the CEO to administer the contract variation is conditional upon, the execution and finalisation of the agreement for lease with the redevelopment's key anchor tenant.**

### RELATED PARTIES

Hutchinson Builders

Ranbury Management Group

### ADVANCE IPSWICH THEME

Strengthening our local economy and building prosperity

### PURPOSE OF REPORT/BACKGROUND

The Retail Project (and associated retail redevelopment works) is part of a broader program of works to revitalise the Ipswich CBD precinct. The largest part being the Civic Project (including the library, civic space and Administration Building) which is well advanced. A competitive tender process was undertaken which resulted in the engagement of J. Hutchinson Pty. Ltd. (trading as Hutchinson Builders) in August 2019 as the Design and Construct (D&C) contractor for the Civic Project.

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During commercial negotiations prior to award of the Civic Project contract, clauses were included in the Contract that would enable the Retail Project to be added to the scope of the Civic Project via a contract variation if the Principal (Council) requested it. The Retail Project is approximately 25% of the value of the Civic Project. During negotiations, fixed rates for profit and overheads were pre-agreed and included in the D&C Contract pursuant to review by the Council's quantity surveyor, Rider Levitt Bucknall (RLB). The relevant Retail Project terms were drafted by Council's lawyers Clayton Utz and included in the D&C Contract.

On 10 December 2019, Council endorsed the Economic Development Committee's recommendation (refer Attachment 1) to adopt the Tender Consideration Plan (TCP) (refer Attachment 2) for the procurement of the Retail Project construction work to be awarded as a variation to the existing Civic Project D&C contract. The purpose of adopting the TCP was to approve the procurement process to award a variation to the existing D&C contract. The driver for this paper and its recommendation is the awarding of the Retail Project variation to the contractor delivering the existing D&C contract now that variation's quantum has been confirmed.

Stage 2 of the two stage D&C procurement methodology adopted by Council in this TCP proposed that should Council accept the lump sum price and construction program presented, then Hutchison Builders will be issued with a variation to their existing Civic Project contract and commence D&C delivery of the related construction works.

The table below details the genesis of the value of the proposed Retail Project variation. The value of the original December 2019 proposal has been reduced by three smaller, approved contract variations totalling \$2,278,642. Each of these variations was approved by the Superintendent and Council's General Manager Coordination and Performance and the Chief Executive Officer as their value was under respective procurement delegation limits.

Description	Value
Original Retail Project Variation Proposal (Dec 2019)	+ \$35,893,269
Variation 1 - Retail Design Development Phase (Jan-Apr 2020)	- \$443,300
Variation 2 - Design Development Disbursements (Jan-Apr 2020) (Hydraulic Investigations)	- \$17,160
Variation 3 - Eats Awning and Adjacent Streetscape Works (July 2020)	- \$1,818,182
<b>Revised Retail Project Variation (August 2020)</b>	<b>+ \$33,614,627</b>

The original proposed variation cost (\$35.893M) for the Retail Project was reviewed by RLB in December 2019 (refer Confidential Attachment 4). Hutchinson Builders' price submission was found to be below RLB's cost plan (expected market price). The proposal includes the provision of 'open book' pricing of subcontract work with approximately 75% of the Retail Project work's value being delivered by subcontractors through a competitive tender process of which Council will have full visibility. The remaining 25% relates to construction

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IPSWICH CENTRAL REDEVELOPMENT COMMITTEE  
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management costs at a relatively low margin and overhead arrangements compared to conventional industry benchmarks.

On 30 June 2020, Council endorsed the Ipswich Central Redevelopment Committee's recommendation to adopt the Ipswich Central Redevelopment Retail and Commercial Property Strategy as adopted by the Interim Administrator at Council's Ordinary Meeting of 28 October 2019. The adopted three stage development strategy recommended:

- Stage 1 (Venue and Eats) - progression dependent on the securing of key tenants such as a cinema offering.
- Stage 2 (Metro B) - completion date to coincide with Council's occupation of the new Administration Building (again dependent of securing of key tenants).
- Stage 3 (Metro A) - not recommended to proceed, future option once other assets developed and have been proven to be commercially successes.

The scope of work currently proposed under the Retail Project variation includes internal demolition and landlord works (Stages 1 and 2 only) to the following Council owned or leased assets:

- Eats (Food and Beverage)
- Venue (Entertainment)
- Metro B (Food and Beverage)
- Metro A (facade only with an add-alternate price for demolition)
- Audio Visual projection onto retail facades



Given the Retail and Commercial Property Strategy's implementation is dependent on the securing of tenants such as a cinema operator, in anticipation of an imminent binding agreement with the key anchor tenant, it is recommended that Council support a contract variation for retail development works to the D&C contract with J. Hutchinson Pty. Ltd. subject to the execution of an agreement for lease with the redevelopment's key anchor tenant. This will allow Council to respond quickly to progress the Retail Project once the tenant is secured.

An executed agreement for lease (also referred to as an AFL) is a document that binds the parties to enter into a Lease agreement. An agreement for lease is utilised where some

IPSWICH CENTRAL REDEVELOPMENT COMMITTEE  
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details of the lease are yet to be finalised, for example the commencement date for the lease which can be subject to other project deliverables. Target dates are captured in the AFL, then once finalised the lease is updated and executed.

**LEGAL/POLICY BASIS**

This report and its recommendations are consistent with the following legislative provisions:

*Local Government Act 2009*

*Local Government Regulation 2012*

**RISK MANAGEMENT IMPLICATIONS**

The existing Contract for the Civic Project has been extensively reviewed by Council and external legal resources and includes clauses that enable the option for incorporating the work of the Retail Project via a variation to the Civic Project contract.

The TCP identified the impacts on the Retail Project's risk profile of proceeding with the work as a variation to the existing Ipswich Central Civic Project contract, including:

- Reduced interface risk associated with multiple contractors since one contractor will be responsible for coordination of construction works across the CBD precinct;
- Reduced risk profile due to the elimination of interface risk between different contractors and the responsibility for coordination of works by a single contractor;
- Single point of accountability remains with a Tier 1 contractor for any disruptions to the rail corridor and rail network operations; and
- Reduced risk of access issues for material supply and mitigation of potential delay claims.

With the exception of the streetscape works and Eats awning, the delay in commencing the Retail Project will result in all retail work continuing after the opening of the Civic Plaza and library with the potential that retail construction and fit-out works will extend beyond the date of Council's occupation of the Administration Building. Further it is also likely that Union Place will not be completed, or if complete will be heavily utilised by construction vehicles associated with the completing tenancy fit-out works.

Should Council be unable to secure the key anchor tenant in the short-term, consideration should be given to the option of progressing the Eats refurbishment independent of the other Retail Project works. This would ensure that some additional food and beverage offerings would be operational in the vicinity of both the new library and Civic Space.

**FINANCIAL/RESOURCE IMPLICATIONS**

The TCP detailed the financial advantages of proceeding with the work as a variation to the existing Ipswich Central Civic Project contract, including:

- Reduced management costs to Council;
- Competitive pricing will occur for approximately 75% of sub-contract work in a transparent process, fully auditable by Council's independent quantity surveyor;
- The main item being single-sourced is the Principal Contractor's role, which was benchmarked against the Civic Project's competitive tender process;



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- Minimised tender management costs;
- Utilisation of the Civic Project's contract clauses and rates negotiated prior to contract award; and
- Reduced overall cost for the works.

The \$33,614,627 costs associated with the proposed variation are incorporated into Council's adopted budget. The review by Council's quantity surveyor identified the Hutchinson Builders variation submission to be below their cost plan (expected market price).

**COMMUNITY AND OTHER CONSULTATION**

No community consultation was undertaken in the preparation of this report.

Council's Legal Branch have been consulted in relation to the contents of this report and have reviewed the recommendation.

**CONCLUSION**

It is recommended that Council endorse the proposed contract variation \$33,614,627 to Contract No. 13254 with J. Hutchinson Pty. Ltd (Design and Construct for Ipswich Central Civic Project) for the delivery of retail development works. The administering of the contract variation will be subject to the execution of the agreement for lease with the redevelopment's key anchor tenant.

The appointment of Hutchinson Builders to undertake this work will provide Council with a number of benefits and a reduction in the Retail Project's risk profile.

**ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS**

1.	Economic Development Committee Paper - December 2019
2.	Tender Consideration Plan - November 2019
3.	Ipswich Central Redevelopment Committee Paper - June 2020
	CONFIDENTIAL
4.	RLB D&C Tender Review - December 2019

Greg Thomas

**PROJECT MANAGER**

I concur with the recommendations contained in this report.

Tony Dunleavy

**MANAGER LEGAL AND GOVERNANCE (GENERAL COUNSEL)**

I concur with the recommendations contained in this report.

Sean Madigan

**GENERAL MANAGER - COORDINATION AND PERFORMANCE**

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COUNCIL  
MEETING AGENDA

10 DECEMBER  
2020

Doc ID No: A6657397

ITEM: 15.1  
SUBJECT: NICHOLAS STREET PRECINCT STAGE 3  
AUTHOR: PROJECT MANAGER  
DATE: 4 DECEMBER 2020

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#### EXECUTIVE SUMMARY

This is a report regarding proposed options for revising the sequencing of the retail investment within the Nicholas Street Precinct.

#### RECOMMENDATION/S

- A. That Council endorse proceeding with Option 1 and Option 2(a) of the Retail Variation construction works as detailed in the report entitled 'Nicholas Street Precinct Stage 3'.
- B. That Council endorse proceeding with Option 2(b) of the Retail Variation construction works as detailed in the report entitled 'Nicholas Street Precinct Stage 3', subject to the execution of Agreement for Leases for 50% of the Metro B tenancies.

#### RELATED PARTIES

Ranbury Management Group - Program Management Partner  
Ranbury Property Services – Retail Leasing Agent  
Hutchinson Builders

Councillor Fechner may have a potential conflict of interest in relation to this matter.  
Councillor Madsen may have a potential conflict of interest in relation to this matter.

#### ADVANCE IPSWICH THEME

Strengthening our local economy and building prosperity

#### PURPOSE OF REPORT/BACKGROUND

On 10 December 2019, council adopted a Tender Consideration Plan (TCP) for the Retail Project construction work to be awarded as a variation to the existing Civic Project Design and Construct contract being delivered by J. Hutchinson Pty. Ltd (trading as Hutchinson Builders).

At its meeting on 27 August 2020, council delegated the power to the Chief Executive Officer to negotiate and administer and finalise a contract variation of \$33,614,627 for the retail development works, conditional upon, the execution and finalisation of the agreement for lease with the redevelopment's key anchor tenant.

Due to a number of factors including the significant impact of Covid-19 on retail leasing and specifically the delay in securing the key anchor tenant, the retail contract variation has not yet been executed. With Tulmur Place and the Ipswich Central Library now open to the public and council's occupation of the new administration building likely to occur from early June 2021, significant works are still required for the following assets: the Venue, Metro A and B and Eats. In addition, significant streetscape and related public realm works remain outstanding in Union Place and Nicholas Street (at its intersection with Union Place).

As a result of the phased delivery, the unfinished works appear unsightly and diminish the environment for visiting public, incoming tenants and the existing businesses who have traded through a construction environment. It is critical that council continues to respond to the demands of the local community and businesses and prepare this environment to improve footfall, dwell time and the city centre's economy.

To achieve this, the purpose of this report is to discuss options:

- for revising the sequencing of the retail investment, specifically to continue to hold Venue related expenditure until an Agreement for Lease is executed with the key anchor tenant and
- bring forward investment into the Eats and Metro B building (including the Metro A façade and adjacent streetscapes).

The table below details the proposed options.

Option	Description
1	Eats: Complete remaining base-building work - requires the full internal refurbishment of the building sufficient for tenant occupation and fit-out
2a	Metro B: Complete remaining streetscape and related public realm works in Union Place and Nicholas Street (including the Union Place southern footpath). Façade upgrade (all street frontages) and associated building envelope modifications  Metro A: Façade upgrade (Nicholas Street frontage only)
2b	Metro B: Complete base-building work – requires full internal refurbishment of Metro B sufficient for tenant occupation and fit-out (once 50% of the Metro B tenancies have executed AFLs in place), this option requires completion of Option 2a in order to proceed

[CLICK HERE TO ENTER TEXT.](#)

#### LEGAL/POLICY BASIS

This report and its recommendations are consistent with the following legislative provisions:

*Local Government Act 2009*

*Local Government Regulation 2012*

#### RISK MANAGEMENT IMPLICATIONS

The proposed works are to be undertaken as a variation to the existing Civic Project Design and Construction Contract with Hutchinson Builders as approved by the previously adopted Tender Consideration Plan.

The risk of not proceeding with these works at this time are significant and include:

- Public safety issues associated with partially complete construction works and vacant buildings in the precinct;
- Public safety issues associated with proceeding with construction once the precinct is populated by visitors to the library and civic plaza and administration building (including staff);
- Reputational damage to the precinct's image due to vacant or partially complete buildings and streetscapes;
- Vehicular traffic being unable to pass down Nicholas Street and exit from Union Place;
- If streetscape works are completed ahead of Metro B/Eats construction, there is a risk of infrastructure damage and loss of construction efficiency;
- Attractiveness of the precinct as a first or return destination due food and beverage offerings being established in either Eats or Metro B; and
- Risk of losing the efficiencies of having the incumbent contractor complete the work due to delays extending beyond their presence on site.

#### FINANCIAL/RESOURCE IMPLICATIONS

Adjustments to the original retail variation proposal from December 2019 are detailed below:

Description	Value
Original Retail Project Variation Proposal (Dec 2019)	+ \$35,893,269
Variation 1 – Retail Design Development Phase (Jan-Apr 2020)	- \$443,300
Variation 2 – Design Development Disbursements (Jan-Apr 2020)	- \$17,160
Variation 3 – Eats Awning and Adjacent Streetscape Works (July 2020)	- \$1,818,182
<b>Revised Retail Project Variation - Funds Uncommitted</b>	<b>+ \$33,614,627</b>

## Item 15.7 / Attachment 2.

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The forecast construction costs for the proposed options are summarised below. The project team will work within these values to finalise a final variation price dependent on which options are selected. As a result, the final value of the selected option(s) may vary due to efficiencies between different options and the timing of when the work is instructed to proceed.

Option	Description	Forecast Construction Cost
1	Eats: Complete the remaining base-building work to enable tenant fit-out to commence	\$3,000,000
2a	Metro B: Complete the streetscape/façade/building envelope (includes Metro A façade)	\$12,800,000
2b	Metro B: Complete base-building work to enable tenant fit-out to commence (requires completion of Option 2a in order to proceed)	\$2,900,000
	<b>Total of all Options 1, 2a and 2b</b>	<b>\$18,700,000</b>

The uncommitted funds remaining from the Revised Retail Project Variation will be sufficient to complete the Venue base-building work as originally conceived.

**COMMUNITY AND OTHER CONSULTATION**

No consultation was undertaken in the preparation of this report. **CONCLUSION**

A critical component of the Nicholas Street Precinct's success and attractiveness as a destination is the refurbishment and tenancing of the Metro B and Eats buildings. Due to delays in securing the key anchor tenant, it is recommended council give consideration to progressing works on both the Eats and Metro B buildings and adjacent streetscape independent of the Venue building. This will allow earlier establishment of food and beverage tenancies and support the ongoing activation of the precinct.

It is recommended that council consider:

- (a) As a minimum to enable tenant fit-out and trading to commence as early as mid-2021, proceeding with Eats internal works (Option 1);
- (b) In order to open Union Place and minimise future construction works within the precinct, in addition to Option 1 proceeding with Metro A and B façades and adjacent streetscape works (Option 2a); and
- (c) Provided that the hurdle for Metro B leasing commitments is met, proceed with landlord works within Metro B to enable tenant occupancy and precinct activation (Option 2b).

Greg Thomas  
**PROJECT MANAGER**

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**Item 15.7 / Attachment 2.**

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I concur with the recommendations contained in this report.

Sean Madigan

**GENERAL MANAGER - COORDINATION AND PERFORMANCE**

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COUNCIL  
MEETING AGENDA

28 JANUARY  
2021

Doc ID No: A6711455

ITEM: 15.8

SUBJECT: NICHOLAS STREET PRECINCT STAGE 3 - REPEAL OF PREVIOUS COUNCIL DECISION

AUTHOR: PROJECT MANAGER

DATE: 5 JANUARY 2021

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#### EXECUTIVE SUMMARY

This is a report regarding a proposed contract variation to the existing Design and Construct Contract for Ipswich Central Civic Project for additional retail development works within the Nicholas Street Precinct. Specifically the report seeks to:

- repeal the decision of Council, contained at Item No 1 in the report dated 30 July 2020 of the Ipswich Central Redevelopment Committee meeting on 20 August 2020 and adopted by Council (Item 14.6) at Council's Ordinary meeting of 27 August 2020;
- repeal the decision of Council, contained at Item 15 in the report dated 4 December 2020 adopted at the Council Ordinary meeting of 10 December 2020;
- delegate the power to the Chief Executive Officer (CEO) to negotiate and finalise variations to Ipswich Central Civic Project (Contract No. 13254) for additional retail development works.

#### RECOMMENDATION/S

- A. That Council repeal the previous decision of Council (of the Ipswich Central Redevelopment Committee), contained at Item No. 14.6 in the report dated 30 July 2020 and adopted at Council's Ordinary meeting of 27 August 2020, to delegate the power to the Chief Executive Officer ("CEO") to finalise a contract variation of \$33,614,627 for retail development works with J. Hutchinson Pty. Ltd for the Design and Construct Contract for Ipswich Central Civic Project (Contract No. 13254) conditional upon the execution of the Agreement for Lease with the key anchor tenant.
- B. That Council repeal the previous decision of Council contained at Item 15 in the report dated 4 December 2020 and adopted at Council's Ordinary meeting of 10 December 2020, to proceed with Option 1 and 2(a) of the retail development works and, subject to the execution of Agreement for Leases for 50% of the Metro B tenancies, proceed with Option 2(b) of the retail development works.
- C. That Council proceed with Option 1 and 2(a) of the retail development works with J Hutchinson Pty Ltd for the Design and construct Contract for Ipswich Central Civic Project (Contract No 13254) and, subject to the execution of Agreement for Leases for



50% of the Metro B tenancies, proceed with Option 2 (b) of the retail development works.

- D. That under s257(1) of the *Local Government Act 2009* Council delegate the power to the Chief Executive Officer ("CEO") to be authorised to negotiate and administer and finalise the following variations of the retail development works with J. Hutchinson Pty. Ltd for the Design and Construct Contract for Ipswich Central Civic Project (Contract No. 13254) and to do any other acts necessary to implement Council's decision:
- a. a contract variation of \$15,800,000 for Option 1 and Option 2(a); and
  - b. a contract variation of \$2,900,000 for Option 2(b), the delegation of power and authorisation for the CEO to administer the contract variation being conditional upon the execution of Agreement for Leases for 50% of the Metro B tenancies.

#### RELATED PARTIES

Ranbury Management Group - Program Management Partner

Ranbury Property Services – Retail Leasing Agent

Hutchinson Builders

Councillor Fechner may have a potential conflict of interest in relation to this matter.

Councillor Madsen may have a potential conflict of interest in relation to this matter.

#### ADVANCE IPSWICH THEME

Strengthening our local economy and building prosperity

#### PURPOSE OF REPORT/BACKGROUND

On 10 December 2019, council adopted a Tender Consideration Plan (TCP) for the retail construction work to be awarded as a variation to the existing Civic Project Design and Construct contract (Contract No. 13254) being delivered by J. Hutchinson Pty. Ltd (trading as Hutchinson Builders). At its meeting on 27 August 2020, council delegated the power to the CEO to negotiate and administer and finalise a contract variation of \$33,614,627 for the retail development works, conditional upon, the execution and finalisation of the Agreement for Lease (AFL) with the key anchor tenant (refer Attachment 1).

Due to the cessation of negotiations with the key anchor tenant, on 10 December 2020 council endorsed recommendations to progress retail redevelopment works on both the Eats and Metro B buildings and adjacent streetscape, independent of the Venue building in which the cinema tenancy is located (refer Attachment 2). Following this decision, it was identified that a conflict existed with the previous council resolution dated 27 August 2020 associated with a delegation of power to the CEO, for the retail contract variation, which was conditional upon the execution of the AFL by council.

To rectify this conflict and allow the retail variation Contract No. 13254 to proceed, there is a requirement to repeal council's decisions of 27 August 2020 and 10 December 2020 relating to the retail variation and for council to consider a new recommendation authorising the CEO to finalise retail variations to Contract No. 13254 for the immediate progression of works to Eats (Option 1) and Metro B (Option 2a) and conditional upon the execution of an AFL for 50% of the

## Item 15.7 / Attachment 3.

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Metro B tenancies, internal works to Metro B (Option 2b). The amendments and repeal of the existing recommendations are to clarify council's position, now the AFL will not be executed.

**LEGAL/POLICY BASIS**

This report and its recommendations are consistent with the following legislative provisions:

*Local Government Act 2009*

*Local Government Regulation 2012*

**RISK MANAGEMENT IMPLICATIONS**

The proposed works are to be undertaken as a variation to the existing Civic Project Design and Construction Contract with Hutchinson Builders as approved by the previously adopted Tender Consideration Plan. The risk of not proceeding with these works at this time are significant and include public perception, reputational damage to the precinct's image due to vacant or partially complete buildings and streetscapes, precinct aesthetics and loss of efficiencies of having the incumbent contractor complete the work.

**FINANCIAL/RESOURCE IMPLICATIONS**

Adjustments to the original retail variation proposal from December 2019 are detailed below:

Description	Value
Original Retail Project Variation Proposal (Dec 2019)	+ \$35,893,269
Variation 1 – Retail Design Development Phase (Jan-Apr 2020)	- \$443,300
Variation 2 – Design Development Disbursements (Jan-Apr 2020)	- \$17,160
Variation 3 – Eats Awning and Adjacent Streetscape Works (July 2020)	- \$1,818,182
<b>Revised Retail Project Variation - Funds Uncommitted</b>	<b>+ \$33,614,627</b>

As per the December 2020 paper, the forecast costs for the proposed options are shown below.

Option	Description	Forecast Cost
1	Eats: Complete the remaining base-building work to enable tenant fit-out to commence	\$3,000,000
2a	Metro B: Complete the streetscape/façade/ building envelope (includes Metro A façade)	\$12,800,000
2b	Metro B: Complete base-building work to enable tenant fit-out to commence (requires completion of Option 2a in order to proceed)	\$2,900,000
	<b>Total of all Options 1, 2a and 2b</b>	<b>\$18,700,000</b>

The uncommitted funds remaining from the Revised Retail Project Variation will be sufficient to complete the Venue base-building work as originally conceived.

#### **COMMUNITY AND OTHER CONSULTATION**

No consultation was undertaken in the preparation of this report.

#### **CONCLUSION**

It is recommended that council repeal its two previous decisions relating to the retail redevelopment variations in the Nicholas Street Precinct (27 August 2020 and 10 December 2020) and that council consider a new recommendation to authorise the CEO to finalise the following retail variations to Contract No. 13254:

- a. Option 1 (Eats) and Option 2(a) (Metro B) totalling \$15,800,000; and
- b. Option 2(b) (Metro B internal works) totalling \$2,900,000 conditional upon the execution of an AFL for 50% of the Metro B tenancies.

#### **ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS**

1.	ICRC paper - August 2020
2.	Council paper - December 2020

Greg Thomas

**PROJECT MANAGER**

I concur with the recommendations contained in this report.

Sean Madigan

**GENERAL MANAGER - COORDINATION AND PERFORMANCE**

*"Together, we proudly enhance the quality of life for our community"*



Doc ID No: A7237519

ITEM: 15.8

SUBJECT: APPOINTMENT OF URBAN UTILITIES BOARD MEMBERS

AUTHOR: PROJECT MANAGER

DATE: 5 MAY 2021

### **EXECUTIVE SUMMARY**

This is a report concerning the proposed reappointment of Julie-Anne Schafer and Kathy Hirschfeld and the appointment of Amanda Cooper and Lucia Cade to the Board of Urban Utilities.

### **RECOMMENDATION/S**

- A. That Council endorse the reappointment of Julie-Anne Schafer as a Board member of Urban Utilities, effective 1 July 2021, for a term of three years.**
- B. That Council endorse the reappointment of Kathy Hirschfeld as a Board member of Urban Utilities, effective 1 January 2022, for a term of three years and six months.**
- C. That Council endorse the appointment of Amanda Cooper as a Board member of Urban Utilities, effective 1 July 2021, for a term of three years.**
- D. That Council endorse the appointment of Lucia Cade as a Board member of Urban Utilities, effective 1 October 2021, for a term of three years and nine months.**
- E. That the Chief Executive Officer be authorised to sign an Instrument of Appointment of Board Members to Urban Utilities and to do any other acts necessary to implement Council's decision in accordance with section 13(3) of the *Local Government Act 2009*.**

### **RELATED PARTIES**

The Central SEQ Distributor-Retailer Authority trading as Urban Utilities and its five Participating Local Governments:

- Brisbane City Council
- Ipswich City Council
- Lockyer Valley Regional Council
- Scenic Rim Regional Council

- Somerset Regional Council

## ADVANCE IPSWICH THEME

Managing growth and delivering key infrastructure

### PURPOSE OF REPORT/BACKGROUND

The *South-East Queensland Water (Distribution and Retail Restructuring) Act 2009* required the Central SEQ Distributor-Retailer Authority now trading as Urban Utilities to enter into a Participation Agreement (the Agreement) with its five shareholding local governments (the Participants) – refer Attachment 1. The Agreement outlines the responsibilities and obligations of Urban Utilities and its Participants and includes, but is not limited to, the rights of each Participant, decision making and dispute resolution, the Board's role, composition, appointment, remuneration and powers, corporate planning, reporting and profit distribution. Urban Utilities is governed by an independent Board with eight independent directors appointed by the Participants.

Prior to 1 July 2010, the five local government areas (which Urban Utilities now serves) received water and sewerage services through either a council owned commercial business unit (e.g. Ipswich Water) or a department. The Participation rights (upon which dividends/tax equivalents are calculated) were determined on each Participant's contributed regulatory asset base at the time of Urban Utilities creation are detailed below:

Participant	Participation Right %	Participation Type #
Brisbane City Council	85.007%	Majority
Ipswich City Council	12.222%	Minority
Scenic Rim Regional Council	1.042%	Minority
Lockyer Valley Regional Council	0.903%	Minority
Somerset Regional Council	0.826%	Minority

# Majority Participant means a Participant holding more than 50% of Participation Rights and a Minority Participant means a Participant other than a Majority Participant.

Under the Agreement, a Special Majority of Participants in favour of a decision is defined as:

- a) if there is a Majority Participant:
  - i. The Majority Participant; and
  - ii. 50% of the Minority Participants; or
- b) If there is no Majority Participant, 75% of the Minority Participants.

A Special Majority of Participants is required for a director's appointment, reappointment for a second term or appointment for more than two consecutive terms. At a Special Meeting

of Participants in 2016, a process for future appointments/reappointments to the Board of Urban Utilities was unanimously agreed (refer Attachment 2, Annex 1).

Over the last two months, Council received correspondence from Urban Utilities (refer Attachment 3) regarding proposed appointments and reappointments to the Board due to an upcoming retirement and impending expiry of current terms. Further, Urban Utilities have supplied an Information Pack containing background to the appointments and reappointments, Board composition and skill set requirements and Curriculum Vitae's for the four candidates - (refer Attachment 2). To maintain the Board's membership at the required level and skill set moving forward, Council is required to consider the following:

- Reappoint Julie-Anne Schafer, effective from 1 July 2021, for an additional term of three years (to 30 June 2024);
- Reappoint Kathy Hirschfeld, effective from 1 January 2022, for an additional term of three years and six months (to 30 June 2025);
- Appoint Amanda Cooper, as a new Board member, effective from 1 July 2021, for a term of three years (to 30 June 2024);
- Appoint Lucia Cade, as a new Board member, effective from 1 October 2021, for a term of three years and nine months (to 30 June 2025).

Urban Utilities have confirmed that Brisbane City Council and Lockyer Valley, Scenic Rim and Somerset Regional Councils have already endorsed the appointments/reappointments of Amanda Cooper and Julie-Anne Schafer respectively (Special Majority of Participants achieved). Ipswich City Council is the first of the five Participants to consider the appointment of Lucia Cade and reappointment of Kathy Hirschfeld, the other four Participants will be considering the additional appointment/reappointment in the coming month.

Attachment 4 details the current Urban Utilities Board composition and each directors' tenure together with the proposed appointments/reappointments and their subsequent tenures.

#### **LEGAL/POLICY BASIS**

This report and its recommendations are consistent with the following legislative provisions: *South-East Queensland Water (Distribution and Retail Restructuring) Act 2009 (Qld)*

#### **RISK MANAGEMENT IMPLICATIONS**

There are no risk management implications associated with this report.

#### **FINANCIAL/RESOURCE IMPLICATIONS**

There are no financial or resource implications associated with this report.


## COMMUNITY AND OTHER CONSULTATION

The contents of this report did not require any community consultation.

## CONCLUSION

In accordance with the Participation Agreement and the Board Appointment Process, Urban Utilities has proposed the reappointment of two serving directors for second terms and two candidates for upcoming vacant Board member roles.

## ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	Participation Agreement 2010/Variation 2019 <a href="#">↓</a> 
	CONFIDENTIAL
2.	Urban Utilities Board Information Pack
3.	Urban Utilities Mayoral Correspondence re Board Membership
4.	Urban Utilities Board Membership Status 20.5.21

Greg Thomas

**PROJECT MANAGER**

I concur with the recommendations contained in this report.

Jeffrey Keech

**ACTING GENERAL MANAGER CORPORATE SERVICES**

***“Together, we proudly enhance the quality of life for our community”***





## Variation Agreement

# VARIATION OF PARTICIPATION AGREEMENT

Between

Central SEQ Distributor-Retailer Authority trading as  
Queensland Urban Utilities

Brisbane City Council

Ipswich City Council

Lockyer Valley Regional Council

Scenic Rim Regional Council

Somerset Regional Council



## Variation Agreement

This Deed of Variation is made on

2019

### PARTIES

**Central SEQ Distributor-Retailer Authority trading as Queensland Urban Utilities ABN 86 673 835**  
011 of Level 2, 15 Green Square Close, Fortitude Valley, Brisbane, Qld 4006 (QUU)

**Brisbane City Council** of 266 George Street, Brisbane, Queensland 4000 (BCC)

**Ipswich City Council** of 45 Roderick Street, Ipswich, Queensland 4305 (ICC)

**Lockyer Valley Regional Council** of 26 Railway Street, Gatton, Queensland 4343 (LVRC)

**Scenic Rim Regional Council** of 82 Brisbane Street, Beaudesert, Queensland 4285 (SRRC)

**Somerset Regional Council** of 2 Redbank Street, Esk, Queensland 4312 (SRRC)

### RECITALS:

- A. QUU, BCC, ICC, LVRC, SRRC and SRC are parties to the Participation Agreement.
- B. The Parties have agreed to vary the Participation Agreement on the terms expressed in this agreement.

### NOW THE PARTIES AGREE AS FOLLOWS:

#### 1. INTERPRETATION

- 1.1 In this agreement, unless the context otherwise requires, the following definitions apply:
  - (a) **agreement** means this document;
  - (b) **Effective Date** means the date that the last of the parties signs this agreement.
  - (c) **Parties** means the parties to this agreement.
  - (d) **Participation Agreement** means the participation agreement entered into between the parties in June 2010.
- 1.2 In this agreement, words defined in the Participation Agreement will have the same meaning when used in this agreement unless otherwise varied within this agreement.

#### 2. VARIATION OF THE AGREEMENT

- 2.1 The variations to the Participation Agreement referred to in this clause 2 come into effect on and from the Effective Date.
- 2.2 The Participation Agreement is amended in accordance with the amended Participation Agreement at **Appendix 1**.

#### 3. GOVERNING LAW

This agreement will be governed by and construed according to the law of the State of Queensland and the parties agree to submit to the exclusive jurisdiction of the Courts of the State of Queensland.

Variation Agreement – Participation Agreement



## Variation Agreement

### 4. COSTS

Each Party will pay its own costs of and incidental to the negotiation, preparation and execution of this agreement.

### 5. NO WAIVER



Nothing in this agreement affects or limits any rights or obligations of a Party accrued as at the date of this agreement.

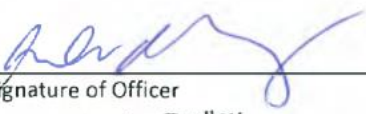
### 6. COUNTERPARTS

This agreement may be executed in counterparts. Delivery of a counterpart of this agreement by email attachment constitutes an effective mode of delivery.

#### Signed as an Agreement

Signed for and on behalf of **Central SEQ Distributor-Retailer Authority** trading as **Queensland Urban Utilities ABN 86 673 835 011** by its duly authorised officer, in the presence of:

  
\_\_\_\_\_  
Signature of Witness  
  
  
\_\_\_\_\_  
Name of Witness

  
\_\_\_\_\_  
Signature of Officer  
  
Louise Dudley  
Chief Executive Officer  
Queensland Urban Utilities  
\_\_\_\_\_  
Name of Officer  
  
19/7/19  
\_\_\_\_\_  
Date:

**SIGNED** for and on behalf of **Brisbane City Council** by its duly authorised delegate in accordance with the *City of Brisbane Act 2010* (Qld)

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Name of Witness

\_\_\_\_\_  
Signature of Delegate

\_\_\_\_\_  
Name of Delegate  
  
\_\_\_\_\_  
Date:

Variation Agreement – Participation Agreement



## Variation Agreement

**SIGNED** for and on behalf of **Ipswich City Council** by its duly authorised delegate in accordance with the *Local Government Act 2009 (Qld)*

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Name of Witness

**SIGNED** for and on behalf of **Lockyer Valley Regional Council** by its duly authorised delegate in accordance with the *Local Government Act 2009 (Qld)*

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Name of Witness

**SIGNED** for and on behalf of **Somerset Regional Council** by its duly authorised delegate in accordance with the *Local Government Act 2009 (Qld)*

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Name of Witness

\_\_\_\_\_  
Signature of Delegate

\_\_\_\_\_  
Name of Delegate

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Delegate

\_\_\_\_\_  
Name of Delegate

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Delegate

\_\_\_\_\_  
Name of Delegate

Date \_\_\_\_\_

Variation Agreement – Participation Agreement



## Variation Agreement

**SIGNED** for and on behalf of **Scenic Rim Regional Council** by its duly authorised delegate  
in accordance with the *Local Government Act 2009 (Qld)*

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Name of Witness

\_\_\_\_\_  
Signature of Delegate

\_\_\_\_\_  
Name of Delegate

Date: \_\_\_\_\_



## Variation Agreement

This Deed of Variation is made on

2019

### PARTIES

Central SEQ Distributor-Retailer Authority trading as Queensland Urban Utilities ABN 86 673 835  
011 of Level 2, 15 Green Square Close, Fortitude Valley, Brisbane, Qld 4006 (QUU)

Brisbane City Council of 266 George Street, Brisbane, Queensland 4000 (BCC)

Ipswich City Council of 45 Roderick Street, Ipswich, Queensland 4305 (ICC)

Lockyer Valley Regional Council of 26 Railway Street, Gatton, Queensland 4343 (LVRC)

Scenic Rim Regional Council of 82 Brisbane Street, Beaudesert, Queensland 4285 (SRRRC)

Somerset Regional Council of 2 Redbank Street, Esk, Queensland 4312 (SRRRC)

### RECITALS:

- A. QUU, BCC, ICC, LVRC, SRRRC and SRC are parties to the Participation Agreement.
- B. The Parties have agreed to vary the Participation Agreement on the terms expressed in this agreement.

### NOW THE PARTIES AGREE AS FOLLOWS:

#### 1. INTERPRETATION

- 1.1 In this Deed, unless the context otherwise requires, the following definitions apply:
  - (a) **agreement** means this document;
  - (b) **Effective Date** means the date that the last of the parties signs this agreement.
  - (c) **Parties** means the parties to this agreement.
  - (d) **Participation Agreement** means the participation agreement entered into between the parties in June 2010.
- 1.2 In this Deed, words defined in the Participation Agreement will have the same meaning when used in this Deed unless otherwise varied within this Deed.

#### 2. VARIATION OF THE AGREEMENT

- 2.1 The variations to the Participation Agreement referred to in this clause 2 come into effect on and from the Effective Date.
- 2.2 The Participation Agreement is amended in accordance with the amended Participation Agreement at **Appendix 1**.

#### 3. GOVERNING LAW

This agreement will be governed by and construed according to the law of the State of Queensland and the parties agree to submit to the exclusive jurisdiction of the Courts of the State of Queensland.

Variation Agreement – Participation Agreement



## Variation Agreement

### 4. COSTS

Each Party will pay its own costs of and incidental to the negotiation, preparation and execution of this agreement.

### 5. NO WAIVER

Nothing in this agreement affects or limits any rights or obligations of a Party accrued as at the date of this agreement.

### Signed as an Agreement

Signed for and on behalf of Central SEQ Distributor-Retailer Authority trading as Queensland Urban Utilities ABN 86 673 835 011 by its duly authorised officer, in the presence of:

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Signature of Officer

\_\_\_\_\_  
Name of Witness

\_\_\_\_\_  
Name of Officer

\_\_\_\_\_  
Date:

SIGNED for and on behalf of Brisbane City Council by its duly authorised delegate in accordance with the *City of Brisbane Act 2010* (Qld)

MAKITA HEATH

Signature of Witness

[Signature]

Signature of Delegate

MAKITA HEATH

Name of Witness

\_\_\_\_\_

Name of Delegate

\_\_\_\_\_  
Date:

Variation Agreement – Participation Agreement



## Variation Agreement

**SIGNED** for and on behalf of **Ipswich City Council** by its duly authorised delegate in accordance with the *Local Government Act 2009 (Qld)*

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Name of Witness

\_\_\_\_\_  
Signature of Delegate

\_\_\_\_\_  
Name of Delegate

Date: \_\_\_\_\_

**SIGNED** for and on behalf of **Lockyer Valley Regional Council** by its duly authorised delegate in accordance with the *Local Government Act 2009 (Qld)*

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Name of Witness

\_\_\_\_\_  
Signature of Delegate

\_\_\_\_\_  
Name of Delegate

Date: \_\_\_\_\_

Variation Agreement – Participation Agreement





## Variation Agreement

**SIGNED** for and on behalf of **Somerset Regional Council** by its duly authorised delegate  
in accordance with the *Local Government Act 2009 (Qld)*

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Name of Witness

\_\_\_\_\_  
Signature of Delegate

\_\_\_\_\_  
Name of Delegate

Date: \_\_\_\_\_

**SIGNED** for and on behalf of **Scenic Rim Regional Council** by its duly authorised delegate  
in accordance with the *Local Government Act 2009 (Qld)*

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Name of Witness

\_\_\_\_\_  
Signature of Delegate

\_\_\_\_\_  
Name of Delegate

Date: \_\_\_\_\_

Variation Agreement – Participation Agreement



## Variation Agreement

This Deed of Variation is made on

2019

### PARTIES

**Central SEQ Distributor-Retailer Authority trading as Queensland Urban Utilities ABN 86 673 835**  
011 of Level 2, 15 Green Square Close, Fortitude Valley, Brisbane, Qld 4006 (QUU)

**Brisbane City Council** of 266 George Street, Brisbane, Queensland 4000 (BCC)

**Ipswich City Council** of 45 Roderick Street, Ipswich, Queensland 4305 (ICC)

**Lockyer Valley Regional Council** of 26 Railway Street, Gatton, Queensland 4343 (LVRC)

**Scenic Rim Regional Council** of 82 Brisbane Street, Beaudesert, Queensland 4285 (SRRC)

**Somerset Regional Council** of 2 Redbank Street, Esk, Queensland 4312 (SRRC)

### RECITALS:

- A. QUU, BCC, ICC, LVRC, SRRC and SRC are parties to the Participation Agreement.
- B. The Parties have agreed to vary the Participation Agreement on the terms expressed in this agreement.

### NOW THE PARTIES AGREE AS FOLLOWS:

#### 1. INTERPRETATION

- 1.1 In this agreement, unless the context otherwise requires, the following definitions apply:
  - (a) **agreement** means this document;
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  - (c) **Parties** means the parties to this agreement.
  - (d) **Participation Agreement** means the participation agreement entered into between the parties in June 2010.
- 1.2 In this agreement, words defined in the Participation Agreement will have the same meaning when used in this agreement unless otherwise varied within this agreement.

#### 2. VARIATION OF THE AGREEMENT

- 2.1 The variations to the Participation Agreement referred to in this clause 2 come into effect on and from the Effective Date.
- 2.2 The Participation Agreement is amended in accordance with the amended Participation Agreement at **Appendix 1**.

#### 3. GOVERNING LAW

This agreement will be governed by and construed according to the law of the State of Queensland and the parties agree to submit to the exclusive jurisdiction of the Courts of the State of Queensland.

Variation Agreement – Participation Agreement



## Variation Agreement

### 4. COSTS

Each Party will pay its own costs of and incidental to the negotiation, preparation and execution of this agreement.

### 5. NO WAIVER

Nothing in this agreement affects or limits any rights or obligations of a Party accrued as at the date of this agreement.

### 6. COUNTERPARTS

This agreement may be executed in counterparts. Delivery of a counterpart of this agreement by email attachment constitutes an effective mode of delivery.

#### Signed as an Agreement

Signed for and on behalf of **Central SEQ Distributor-Retailer Authority** trading as **Queensland Urban Utilities ABN 86 673 835 011** by its duly authorised officer, in the presence of:

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Signature of Officer

\_\_\_\_\_  
Name of Witness

\_\_\_\_\_  
Name of Officer

\_\_\_\_\_  
Date:

**SIGNED** for and on behalf of **Brisbane City Council** by its duly authorised delegate in accordance with the *City of Brisbane Act 2010* (Qld)

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Signature of Delegate

\_\_\_\_\_  
Name of Witness

\_\_\_\_\_  
Name of Delegate

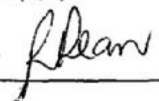
\_\_\_\_\_  
Date:

Variation Agreement – Participation Agreement



## Variation Agreement

**SIGNED** for and on behalf of **Ipswich City Council** by its duly authorised delegate in accordance with the *Local Government Act 2009 (Qld)*

  
\_\_\_\_\_

Signature of Witness

Roxanne Carol Dean

Name of Witness

  
\_\_\_\_\_

Signature of Delegate

David Farmer

Name of Delegate

Date: 10 June 2019

**SIGNED** for and on behalf of **Lockyer Valley Regional Council** by its duly authorised delegate in accordance with the *Local Government Act 2009 (Qld)*

\_\_\_\_\_

Signature of Witness

\_\_\_\_\_

Name of Witness

\_\_\_\_\_

Signature of Delegate

\_\_\_\_\_

Name of Delegate

Date: \_\_\_\_\_

**SIGNED** for and on behalf of **Somerset Regional Council** by its duly authorised delegate in accordance with the *Local Government Act 2009 (Qld)*

\_\_\_\_\_

Signature of Witness

\_\_\_\_\_

Name of Witness

\_\_\_\_\_

Signature of Delegate

\_\_\_\_\_

Name of Delegate

Date \_\_\_\_\_

Variation Agreement – Participation Agreement



SIGNED for and on behalf of **Scenic Rim Regional Council** by its duly authorised delegate  
in accordance with the *Local Government Act 2009 (Qld)*

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Name of Witness

## Variation Agreement

\_\_\_\_\_  
Signature of Delegate

\_\_\_\_\_  
Name of Delegate

Date: \_\_\_\_\_

Variation Agreement – Participation Agreement



## Variation Agreement

This Deed of Variation is made on

2019

### PARTIES

**Central SEQ Distributor-Retailer Authority trading as Queensland Urban Utilities ABN 86 673 835**  
**011 of Level 2, 15 Green Square Close, Fortitude Valley, Brisbane, Qld 4006 (QUU)**

**Brisbane City Council of 266 George Street, Brisbane, Queensland 4000 (BCC)**

**Ipswich City Council of 45 Roderick Street, Ipswich, Queensland 4305 (ICC)**

**Lockyer Valley Regional Council of 26 Railway Street, Gatton, Queensland 4343 (LVRC)**

**Scenic Rim Regional Council of 82 Brisbane Street, Beaudesert, Queensland 4285 (SRRC)**

**Somerset Regional Council of 2 Redbank Street, Esk, Queensland 4312 (SRRC)**

### RECITALS:

- A. QUU, BCC, ICC, LVRC, SRRC and SRC are parties to the Participation Agreement.
- B. The Parties have agreed to vary the Participation Agreement on the terms expressed in this agreement.

### NOW THE PARTIES AGREE AS FOLLOWS:

#### 1. INTERPRETATION

- 1.1 In this agreement, unless the context otherwise requires, the following definitions apply:
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  - (d) **Participation Agreement** means the participation agreement entered into between the parties in June 2010.
- 1.2 In this agreement, words defined in the Participation Agreement will have the same meaning when used in this agreement unless otherwise varied within this agreement.

#### 2. VARIATION OF THE AGREEMENT

- 2.1 The variations to the Participation Agreement referred to in this clause 2 come into effect on and from the Effective Date.
- 2.2 The Participation Agreement is amended in accordance with the amended Participation Agreement at **Appendix 1**.

#### 3. GOVERNING LAW

This agreement will be governed by and construed according to the law of the State of Queensland and the parties agree to submit to the exclusive jurisdiction of the Courts of the State of Queensland.

Variation Agreement – Participation Agreement



## Variation Agreement

### 4. COSTS

Each Party will pay its own costs of and incidental to the negotiation, preparation and execution of this agreement.

### 5. NO WAIVER

Nothing in this agreement affects or limits any rights or obligations of a Party accrued as at the date of this agreement.

### 6. COUNTERPARTS

This agreement may be executed in counterparts. Delivery of a counterpart of this agreement by email attachment constitutes an effective mode of delivery.

#### Signed as an Agreement

Signed for and on behalf of **Central SEQ Distributor-Retailer Authority** trading as **Queensland Urban Utilities ABN 86 673 835 011** by its duly authorised officer, in the presence of:

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Signature of Officer

\_\_\_\_\_  
Name of Witness

\_\_\_\_\_  
Name of Officer

\_\_\_\_\_  
Date:

**SIGNED** for and on behalf of **Brisbane City Council** by its duly authorised delegate in accordance with the *City of Brisbane Act 2010* (Qld)

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Signature of Delegate

\_\_\_\_\_  
Name of Witness

\_\_\_\_\_  
Name of Delegate

\_\_\_\_\_  
Date:

Variation Agreement – Participation Agreement



## Variation Agreement

**SIGNED** for and on behalf of **Ipswich City Council** by its duly authorised delegate in accordance with the *Local Government Act 2009 (Qld)*

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Name of Witness

\_\_\_\_\_  
Signature of Delegate

\_\_\_\_\_  
Name of Delegate

Date: \_\_\_\_\_

**SIGNED** for and on behalf of **Lockyer Valley Regional Council** by its duly authorised delegate in accordance with the *Local Government Act 2009 (Qld)*

A handwritten signature in black ink, appearing to read "Kayla More Gill", written over a horizontal line.

Signature of Witness

\_\_\_\_\_  
Name of Witness

A handwritten signature in black ink, appearing to read "Ian Church", written over a horizontal line.

Signature of Delegate

IAN CHURCH

Name of Delegate

Date: 5/6/2019

**SIGNED** for and on behalf of **Somerset Regional Council** by its duly authorised delegate in accordance with the *Local Government Act 2009 (Qld)*

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Name of Witness

\_\_\_\_\_  
Signature of Delegate

\_\_\_\_\_  
Name of Delegate

Date \_\_\_\_\_

Variation Agreement – Participation Agreement





## Variation Agreement

**SIGNED** for and on behalf of **Scenic Rim Regional Council** by its duly authorised delegate  
in accordance with the *Local Government Act 2009 (Qld)*

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Name of Witness

\_\_\_\_\_  
Signature of Delegate

\_\_\_\_\_  
Name of Delegate

Date: \_\_\_\_\_

Variation Agreement – Participation Agreement



## Variation Agreement

This Deed of Variation is made on

2019

### PARTIES

**Central SEQ Distributor-Retailer Authority trading as Queensland Urban Utilities ABN 86 673 835**  
**011 of Level 2, 15 Green Square Close, Fortitude Valley, Brisbane, Qld 4006 (QUU)**

**Brisbane City Council of 266 George Street, Brisbane, Queensland 4000 (BCC)**

**Ipswich City Council of 45 Roderick Street, Ipswich, Queensland 4305 (ICC)**

**Lockyer Valley Regional Council of 26 Railway Street, Gatton, Queensland 4343 (LVRC)**

**Scenic Rim Regional Council of 82 Brisbane Street, Beaudesert, Queensland 4285 (SRRC)**

**Somerset Regional Council of 2 Redbank Street, Esk, Queensland 4312 (SRRC)**

### RECITALS:

- A. QUU, BCC, ICC, LVRC, SRRC and SRC are parties to the Participation Agreement.
- B. The Parties have agreed to vary the Participation Agreement on the terms expressed in this agreement.

### NOW THE PARTIES AGREE AS FOLLOWS:

#### 1. INTERPRETATION

- 1.1 In this agreement, unless the context otherwise requires, the following definitions apply:
  - (a) **agreement** means this document;
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  - (c) **Parties** means the parties to this agreement.
  - (d) **Participation Agreement** means the participation agreement entered into between the parties in June 2010.
- 1.2 In this agreement, words defined in the Participation Agreement will have the same meaning when used in this agreement unless otherwise varied within this agreement.

#### 2. VARIATION OF THE AGREEMENT

- 2.1 The variations to the Participation Agreement referred to in this clause 2 come into effect on and from the Effective Date.
- 2.2 The Participation Agreement is amended in accordance with the amended Participation Agreement at **Appendix 1**.

#### 3. GOVERNING LAW

This agreement will be governed by and construed according to the law of the State of Queensland and the parties agree to submit to the exclusive jurisdiction of the Courts of the State of Queensland.

Variation Agreement – Participation Agreement



## Variation Agreement

### 4. COSTS

Each Party will pay its own costs of and incidental to the negotiation, preparation and execution of this agreement.

### 5. NO WAIVER

Nothing in this agreement affects or limits any rights or obligations of a Party accrued as at the date of this agreement.

### 6. COUNTERPARTS

This agreement may be executed in counterparts. Delivery of a counterpart of this agreement by email attachment constitutes an effective mode of delivery.

#### Signed as an Agreement

Signed for and on behalf of **Central SEQ Distributor-Retailer Authority** trading as **Queensland Urban Utilities ABN 86 673 835 011** by its duly authorised officer, in the presence of:

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Signature of Officer

\_\_\_\_\_  
Name of Witness

\_\_\_\_\_  
Name of Officer

\_\_\_\_\_  
Date:

**SIGNED** for and on behalf of **Brisbane City Council** by its duly authorised delegate in accordance with the *City of Brisbane Act 2010* (Qld)

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Signature of Delegate

\_\_\_\_\_  
Name of Witness

\_\_\_\_\_  
Name of Delegate

\_\_\_\_\_  
Date:

Variation Agreement – Participation Agreement



## Variation Agreement

**SIGNED** for and on behalf of **Ipswich City Council** by its duly authorised delegate in accordance with the *Local Government Act 2009 (Qld)*

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Name of Witness

**SIGNED** for and on behalf of **Lockyer Valley Regional Council** by its duly authorised delegate in accordance with the *Local Government Act 2009 (Qld)*

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Name of Witness

**SIGNED** for and on behalf of **Somerset Regional Council** by its duly authorised delegate in accordance with the *Local Government Act 2009 (Qld)*

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Name of Witness

\_\_\_\_\_  
Signature of Delegate

\_\_\_\_\_  
Name of Delegate

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Delegate

\_\_\_\_\_  
Name of Delegate

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Delegate


\_\_\_\_\_  
Name of Delegate

Date \_\_\_\_\_

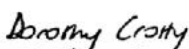
Variation Agreement – Participation Agreement



**SIGNED** for and on behalf of **Scenic Rim Regional Council** by its duly authorised delegate  
in accordance with the *Local Government Act 2009 (Qld)*

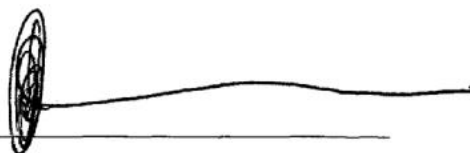


Signature of Witness



Name of Witness

## Variation Agreement



Signature of Delegate



Name of Delegate

Date: 19.06.2019.

Variation Agreement – Participation Agreement



## Variation Agreement

This Deed of Variation is made on

2019

### PARTIES

**Central SEQ Distributor-Retailer Authority trading as Queensland Urban Utilities ABN 86 673 835**  
011 of Level 2, 15 Green Square Close, Fortitude Valley, Brisbane, Qld 4006 (QUU)

**Brisbane City Council** of 266 George Street, Brisbane, Queensland 4000 (BCC)

**Ipswich City Council** of 45 Roderick Street, Ipswich, Queensland 4305 (ICC)

**Lockyer Valley Regional Council** of 26 Railway Street, Gatton, Queensland 4343 (LVRC)

**Scenic Rim Regional Council** of 82 Brisbane Street, Beaudesert, Queensland 4285 (SRRRC)

**Somerset Regional Council** of 2 Redbank Street, Esk, Queensland 4312 (SRRRC)

### RECITALS:

- A. QUU, BCC, ICC, LVRC, SRRRC and SRC are parties to the Participation Agreement.
- B. The Parties have agreed to vary the Participation Agreement on the terms expressed in this agreement.

### NOW THE PARTIES AGREE AS FOLLOWS:

#### 1. INTERPRETATION

- 1.1 In this agreement, unless the context otherwise requires, the following definitions apply:
  - (a) **agreement** means this document;
  - (b) **Effective Date** means the date that the last of the parties signs this agreement.
  - (c) **Parties** means the parties to this agreement.
  - (d) **Participation Agreement** means the participation agreement entered into between the parties in June 2010.
- 1.2 In this agreement, words defined in the Participation Agreement will have the same meaning when used in this agreement unless otherwise varied within this agreement.

#### 2. VARIATION OF THE AGREEMENT

- 2.1 The variations to the Participation Agreement referred to in this clause 2 come into effect on and from the Effective Date.
- 2.2 The Participation Agreement is amended in accordance with the amended Participation Agreement at **Appendix 1**.

#### 3. GOVERNING LAW

This agreement will be governed by and construed according to the law of the State of Queensland and the parties agree to submit to the exclusive jurisdiction of the Courts of the State of Queensland.

Variation Agreement – Participation Agreement



## Variation Agreement

### 4. COSTS

Each Party will pay its own costs of and incidental to the negotiation, preparation and execution of this agreement.

### 5. NO WAIVER

Nothing in this agreement affects or limits any rights or obligations of a Party accrued as at the date of this agreement.

### 6. COUNTERPARTS

This agreement may be executed in counterparts. Delivery of a counterpart of this agreement by email attachment constitutes an effective mode of delivery.

#### Signed as an Agreement

Signed for and on behalf of Central SEQ Distributor-  
Retailer Authority trading as Queensland Urban  
Utilities ABN 86 673 835 011 by its duly authorised  
officer, in the presence of:

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Signature of Officer

\_\_\_\_\_  
Name of Witness

\_\_\_\_\_  
Name of Officer

\_\_\_\_\_  
Date:

**SIGNED** for and on behalf of Brisbane City  
Council by its duly authorised delegate in  
accordance with the *City of Brisbane Act 2010*  
(Qld)

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Signature of Delegate

\_\_\_\_\_  
Name of Witness

\_\_\_\_\_  
Name of Delegate

\_\_\_\_\_  
Date:

Variation Agreement – Participation Agreement



## Variation Agreement

**SIGNED** for and on behalf of **Ipswich City Council** by its duly authorised delegate in accordance with the *Local Government Act 2009 (Qld)*

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Name of Witness

\_\_\_\_\_  
Signature of Delegate

\_\_\_\_\_  
Name of Delegate

Date: \_\_\_\_\_

**SIGNED** for and on behalf of **Lockyer Valley Regional Council** by its duly authorised delegate in accordance with the *Local Government Act 2009 (Qld)*

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Name of Witness

\_\_\_\_\_  
Signature of Delegate

\_\_\_\_\_  
Name of Delegate

Date: \_\_\_\_\_

**SIGNED** for and on behalf of **Somerset Regional Council** by its duly authorised delegate in accordance with the *Local Government Act 2009 (Qld)*

\_\_\_\_\_  
Signature of Witness

SUSAN JAYME PITKIN

\_\_\_\_\_  
Name of Witness

\_\_\_\_\_  
Signature of Delegate

JASON ADAM BRADSHAW

\_\_\_\_\_  
Name of Delegate

Date 4/6/2019

Variation Agreement – Participation Agreement





## Variation Agreement

**SIGNED** for and on behalf of Scenic Rim Regional  
Council by its duly authorised delegate  
in accordance with the *Local Government Act*  
*2009 (Qld)*

\_\_\_\_\_

Signature of Witness

\_\_\_\_\_

Name of Witness

\_\_\_\_\_

Signature of Delegate

\_\_\_\_\_

Name of Delegate

Date: \_\_\_\_\_

Variation Agreement – Participation Agreement



## Variation Agreement

### **Appendix 1 – Amended Participation Agreement**

A complete copy of the amended Participation Agreement follows

Variation Agreement – Participation Agreement

Final Version: 3 June 2019

**Operative Date:** 25 June 2010

**Amendment Date:** June 2019

## Participation Agreement

Central SEQ Distributor-Retailer Authority

**Brisbane City Council**

**Ipswich City Council**

**Lockyer Valley Regional Council**

**Scenic Rim Regional Council**

**Somerset Regional Council**

**Central SEQ Distributor-Retailer Authority**

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### Participation Agreement dated

**Parties**

**Brisbane City Council** of 266 George Street, Brisbane, Queensland 4000;

**Ipswich City Council** of 45 Roderick Street, Ipswich, Queensland 4305;

**Scenic Rim Regional Council** of 82 Brisbane Street, Beaudesert, Queensland 4285;

**Lockyer Valley Regional Council** of 26 Railway Street, Gatton, Queensland 4343;

**Somerset Regional Council** of 2 Redbank Street, Esk, Queensland 4312; and

**Central SEQ Distributor-Retailer Authority ABN 86 673 835 011, trading as Queensland Urban Utilities** of Level 2, 15 Green Square Close, Fortitude Valley, Queensland, 4006.

### Background

- A. QUU was established under the Distribution and Retail Restructuring Act.
- B. Section 20 of the Distribution and Retail Restructuring Act requires the Parties to enter into a Participation Agreement.
- C. The Parties have entered into this Agreement as their Participation Agreement, and it has been approved by the Minister, as the Participation Agreement of QUU, for the purposes of Chapter 2, Part 3 of the Distribution and Retail Restructuring Act.
- D. The Agreement contains amendments made in accordance with clause 4 and sections 28(1) and (3) and 29(1) of the Distribution and Retail Restructuring Act with effect from the Amendment Date.
- E. As section 30 of the Distribution and Retail Restructuring Act requires the Minister to table this amended Agreement in Parliament, this Agreement will be a public document.

### Operative Provisions

---

## 1. Definitions and Interpretations

### 1.1 Definitions

In this Agreement:

**Annual Operational Plan** means the plan described in clause 15.2.

**Amendment Date** means the date the amendments to this Agreement took effect in accordance with the Distribution and Retail Restructuring Act.

**Board** means QUU's board.

**Board Appointment Protocol** means any protocol for the appointment of Board Members that is agreed to in writing by the Participants from time to time.

**Board Member** means a person who is appointed as a member of the Board in accordance with the Distribution and Retail Restructuring Act and this Agreement.

**Board Remuneration Policy** means a policy setting out the terms on which remuneration and benefits will be paid to Board Members.

**Business Day** means a day except a Saturday, Sunday or public holiday in the place:

- (a) in which the relevant act is to be or may be done; or
- (b) to which the communication is posted, sent or delivered.

**Concurrency Agency Delegation** means a delegation required to be made under clause 8 of the South-East Queensland Water (Distribution and Retail Restructuring) and Other Legislation Amendment Act 2010.

**Distribution and Retail Restructuring Act** means the South-East Queensland Water (Distribution and Retail Restructuring) Act 2009.

**Financial Benefit** includes:

- (a) giving or providing finance or property;
- (b) buying an asset or selling an asset;
- (c) taking a lease or granting a lease;
- (d) supplying services or receiving services;
- (e) issuing Participation Rights or rights to Participation Rights;
- (f) taking up or releasing an obligation.

**Independent Member** has the same meaning as in the Retail and Restructuring Act.

**Legal Costs** means all legal costs incurred in defending, resisting, responding to or otherwise in connection with any proceedings or investigations (whether criminal, civil, administrative or judicial, actual or threatened) where that proceeding, appearance or response relates to a Liability of that person.

**Liability** means any liability to any person including negligence (except a liability for Legal Costs) incurred by that person in or arising out of the discharge of duties as a Board Member or in or arising out of the conduct of the business of QUU, including as result of appointment or nomination by QUU or a subsidiary as a trustee or as a Board Member, of another body corporate.

**Majority Participant** means a Participant holding more than 50% Participation Rights.

**Minister** means the Minister administering the Distribution and Retail Restructuring Act.

**Minority Participant** means a Participant other than a Majority Participant.

**Notice** means a notice given pursuant to, or for the purposes of, this Agreement.

**Operative Date** means 25 June 2010, being the date this Agreement first took effect in accordance with the Distribution and Retail Restructuring Act.

**Participants** means the entities listed in Schedule 1.

**Participating Local Governments** means the entities set out in section 5(1)(b) of the Distribution and Retail Restructuring Act.

**Participation Return** means distributions to each Participating Local Government from the profits of QUU in accordance with the Participation Return Policy.

**Participation Return Policy** means the policy approved by Participating Local Governments in 2018 and approved by the Board on 19 March 2018, as amended by written agreement between QUU and a Special Majority of Participants from time to time.

**Participation Rights**, for a Participant, means the entitlement to participate in the profits of QUU in the proportion set out next to the name of the Participant in Schedule 1 as amended from time to time in accordance with this Agreement.

**Parties** means each of the Participating Local Governments and QUU.

**Profit** has the meaning given by the Accounting Standard AASB101 - Presentation of Financial Statements.

**QUU** means the Central SEQ Distributor-Retailer Authority, trading as Queensland Urban Utilities, established under section 8 of the Distribution and Retail Restructuring Act.

**RAB or Regulatory Asset Base** means the value of QUU's fixed assets that the economic regulator recognises for the purposes of earning a regulated return to capital.

**Related Party of QUU** means:

- (a) a Participant;
- (b) a Board Member;
- (c) a Wholly Owned Entity of the entity referred to in paragraph (a) above;
- (d) a body corporate that is controlled by the entity referred to in paragraph (a) above;
- (e) a Participating Local Government;
- (f) a Senior Executive of a Participant;
- (g) a councillor or Senior Executive of a Participating Local Government;
- (h) a spouse, de facto spouse, parent or child of the person referred to in paragraph (b);
- (i) a spouse, de facto spouse, parent or child of any person referred to in paragraph (f) or (g); or
- (j) any additional persons or entities that are specified as being a related entity in relation to a body corporate pursuant to the provisions of the Corporations Act.

**Senior Executive** means:

- (a) the Chief Executive Officer; or
- (b) an employee:
  - (i) who reports directly to the chief executive officer; and
  - (ii) whose position ordinarily would be considered to be a senior position in the local government's corporate structure.



**Special Majority**, in favour of a decision, means:

- (a) if there is a Majority Participant:
  - (i) the Majority Participant; and
  - (ii) 50% of the Minority Participants; or
- (b) if there is no Majority Participant, 75% of the Minority Participants.

**Special Majority Matter** means a matter referred to in clause 8.1(a).

**Statement of Strategic Intent** means the Statement of Strategic Intent referred to in clause 15.

**Term** for a Board Member, means the period of their appointment to office as a Board Member in accordance with clause 9.5.

**Unanimous Matter** means a matter referred to in clause 8.2(a).

**Wholly owned Entity**, in relation to a Participating Local Government, means a body corporate, whose only member is the relevant Participating Local Government or a nominee of the relevant Participating local government.

## 1.2 Interpretation

Headings are for convenience only and do not affect interpretation. Unless the context indicates a contrary intention, in this Agreement:

- (a) a word importing the singular includes the plural (and vice versa);
- (b) a word indicating a gender includes every other gender;
- (c) if a word or phrase is given a defined meaning, any other part of speech or grammatical form of that word or phrase has a corresponding meaning;
- (d) the word "includes" in any form is not a word of limitation;
- (e) "person" includes an individual, the estate of an individual, a corporation, an authority, an association or a joint venture (whether incorporated or unincorporated), a partnership and a trust;
- (f) a reference to a Party includes that Party's executors, administrators, successors and permitted assigns;
- (g) should from time to time the trading name of QUU be changed, then any references in this Agreement to QUU will be replaced by a reference to the new trading name;
- (h) a reference to something being "written" or "in writing" includes that thing being represented or reproduced in any mode in a visible form;
- (i) a reference to a statute includes its delegated legislation and a reference to a statute or delegated legislation or a provision of either includes consolidations, amendments, re-enactments and replacements;
- (j) unless otherwise expressly defined, a word or phrase used in this Agreement which is defined in the Distribution and Retail Restructuring Act will have the same meaning as set out in that Act; and

- (k) in the case of any inconsistency, the Distribution and Retail Restructuring Act prevails.

---

## **2. Enforcement and Effect**

### **2.1 Enforcement**

- (a) Each Party submits to the non-exclusive jurisdiction of the courts of Queensland, the Federal Court of Australia and the courts competent to determine appeals from those courts with respect to any proceedings that may be brought at any time relating to this Agreement.
- (b) If at any time any provision of this Agreement is or becomes illegal, invalid or unenforceable in any respect pursuant to the law of any jurisdiction, then that does not affect or impair:
  - (i) the legality, validity or enforceability in that jurisdiction of any other provision of this Agreement; or
  - (ii) the legality, validity or enforceability pursuant to the law of any other jurisdiction of that or any other provision of this Agreement.

### **2.2 Takes Effect**

This Agreement takes effect on the day the Minister gives the Participants a notice that the Minister has approved it.

---

## **3. Objectives**

### **3.1 Objectives of QUU**

QUU must carry out its functions in a way that aims to:

- (a) comply with the Distribution and Retail Restructuring Act and all other applicable statutory requirements;
- (b) perform business or other functions it considers appropriate;
- (c) operate on a sustainable basis and to generate returns to Participants in accordance with the Participation Return Policy;
- (d) be an innovative organisation that delivers sustainable and responsive outcomes for customers;
- (e) engage with the communities it serves;
- (f) maintain customer service standards;
- (g) support both the Participating Local Governments' and QUUs' social, environmental and economic objectives;
- (h) provide infrastructure consistent with the needs of its geographic area under the Distribution and Retail Restructuring Act;
- (i) support both the South East Queensland regional plan and the Participating Local Governments' land use planning objectives; and
- (j) do all things necessary and incidental or conducive to attaining the above objectives.

---

#### **4. Amendment of Participation Agreement**

##### **4.1 Amendment of Participation Agreement**

- (a) This Agreement may be amended by written Agreement between all the Parties.
- (b) A Participating Local Government may agree to the amendment only if it has passed a resolution to that effect.

##### **4.2 Ministerial Approval Required for Change in Particular Matters**

Clause 4.1 is subject to section 29 of the Distribution and Retail Restructuring Act.

---

#### **5. Participants and Participation Rights**

##### **5.1 Participants**

- (a) The Participants are the entities listed in Schedule 1.
- (b) No entity, other than the entities mentioned in Schedule 1 shall be eligible to be Participants in QUU without the prior written approval of the Minister.

##### **5.2 Participation Rights**

- (a) The proportion of Participation Rights held by each Participant is set out next to the Participant's name in Schedule 1.
- (b) Only a Participant may hold a Participation Right.
- (c) Where, after the Operative Date, in the reasonable opinion of all other Participants, a Participant (**Defaulting Participant**) breaches any of its obligations under clause 7 (**Liability Amount**), the Defaulting Participant agrees that the proportion of Participation Rights held by all Participants set out next to the Participant's name in Schedule 1 may, without limitation and in the absolute discretion of QUU, be adjusted by QUU and may reference the RAB calculated at the time of the claim, in settlement of payment of the Liability Amount to QUU.
- (d) In adjusting the Participation Rights under clause 5.2(c) the same methodology that was applied to determine the Participation Rights listed in Schedule 1 as at the date of execution of this Agreement will be reapplied.
- (e) Each Participant agrees to do all things reasonable, necessary to give effect to such re-adjustment of the Participation Rights.

---

#### **6. Sale or Transfer of Participation Rights**

##### **6.1 Sale or Transfer Process**

Subject to clauses 6.2 and 6.3 a Participant may sell or transfer (transfer) all or part of the Participation Rights of the Participant to another Participant.

##### **6.2 Completion of Transfer of Participation Rights**

- (a) The transfer of Participation Rights in accordance with this clause 6 shall be evidenced in writing by an agreement between the Participant disposing of all or a portion of their Participation Rights and the Participant acquiring the Participation Rights (**Transfer Agreement**).

- (b) A copy of the duly executed Transfer Agreement shall be delivered to QUU.
- (c) Subject to clause 6.3 and receipt of a duly executed Transfer Agreement, QUU will in accordance with clause 6.4 execute and deliver on behalf of each Participant and as agent of each Participant an agreement to amend Schedule 1 as a consequence of a transfer made in accordance with clause 6.

### **6.3 Ministerial Approval**

Any change to the Participants or the Participation Rights held by relevant Participants contained in Schedule 1 shall be of no effect unless the Minister has:

- (a) been given a copy of the proposed amendment to Schedule 1; and
- (b) by notice to QUU approved the change.

### **6.4 Appointment as Agent to execute amendment**

By signing this Agreement, each Party irrevocably appoints and authorises any Board Member to execute and deliver on behalf of the relevant Party and as the agent of the relevant Party any Agreement to amend Schedule 1 as a consequence of a transfer made in accordance with this clause 6.

---

## **7. Participant Obligations**

### **7.1 Concurrence Agency Delegation Indemnity**

Each Participant indemnifies QUU against all liability, loss, costs and expenses (including legal fees, costs and disbursements) arising from or incurred in connection with a failure by the relevant Participant to act in accordance with the Concurrence Agency Delegation or a breach by the relevant Participant of a condition of the Concurrence Agency Delegation.

---

## **8. Participant Decisions**

### **8.1 Participant Decisions by Special Majority**

- (a) Subject to clause 8.2, the Board may not approve QUU undertaking any of the following matters without the Special Majority of Participants signing a document stating that they are in favour of QUU undertaking the matter:
  - (i) any action which could reasonably be perceived by the Participants as a material departure from the Statement of Strategic Intent approved under clause 15;
  - (ii) a change to the Participation Return Policy; or
  - (iii) any other matter stated in this Agreement as requiring the Special Majority of the Participants.
- (b) Subject to the Distribution and Retail Restructuring Act, any resolution or decision made by the Board on a Special Majority Matter, other than in accordance with clause 8.1(a), will have no effect.

### **8.2 Unanimous Participant Decisions**

- (a) The Board may not approve QUU undertaking any of the following matters without all of the Participants signing a document stating that they are in favour of QUU undertaking the matter:

- (i) the creation of any different class of Participation Rights;
  - (ii) the issuing of any additional Participation Rights; or
  - (iii) any other matter stated in this Agreement as requiring the agreement of all of the Participants.
- (b) Subject to the Distribution and Retail Restructuring Act, any resolution or decision made by the Board on a Unanimous Matter, other than in accordance with clause 8.2(a), will have no effect.

---

## **9. The Board**

### **9.1 Role of the Board**

- (a) The Board is responsible for the way QUU performs its functions and exercises its powers.
- (b) The Board's role is as specified in the Distribution and Retail Restructuring Act, and includes:
  - (i) deciding the strategies and the operational, administrative and financial policies to be followed by QUU; and
  - (ii) ensuring that QUU performs its functions and exercises its powers in a proper, effective and efficient way; and
  - (iii) ensuring, so far as practicable, that QUU complies with its planning and reporting.

### **9.2 Board Membership**

- (a) The Board of QUU is to consist of a minimum of five and maximum of eight persons (including the Board chairperson).
- (b) All Board Members (including the Board chairperson) must be Independent Members.

### **9.3 Appointment of Board Members**

- (a) Subject to the Distribution and Retail Restructuring Act and clause 9.4, the Special Majority of Participants may appoint any person as a Board Member, including the Board chairperson by signing a document stating that they are in favour of the appointment of the Board Member and/or Board chairperson.
- (b) The appointment of a person as a Board Member will:
  - (i) Comply with the requirements of the Distribution and Retail Restructuring Act; and
  - (ii) Be in accordance with the Board Appointment Protocol.

### **9.4 Criteria for Appointment**

- (a) A person cannot be appointed as a Board Member if the person is disqualified from being a Board Member under the Distribution and Retail Restructuring Act.
- (b) In considering whether to appoint a person as a member of a Board, regard must be had to the person's previous experience and ability to:

- (i) contribute to the carrying out of the Board's role under clause 9.1;
  - (ii) contribute to the strategic oversight of QUU's functions; and
  - (iii) bring an independent judgment to bear on the Board's decision-making.
- (c) Subsection 9.4 does not limit the matters that may be considered.

#### **9.5 Term**

Subject to the Distribution and Retail Restructuring Act and this Agreement, each Board Member will hold office for the term stated in the person's appointment, but a term cannot exceed five years.

#### **9.6 Consecutive Terms for Board Members**

A person may, in accordance with this Agreement, serve more than two consecutive terms as a Board Member where:

- (a) A Special Majority of Participants agrees in writing to the Board Member serving more than two consecutive terms; or
- (b) Where permitted by the Board Appointment Protocol.

#### **9.7 Termination of Office**

A person ceases to be a Board Member if the person:

- (a) fails to attend monthly Board meetings for a continuous period of 3 months without the consent of the Board;
- (b) resigns by notice in writing to QUU;
- (c) is removed from office in accordance with clause 9.9;
- (d) becomes of unsound mind or a person whose property is liable to be dealt with pursuant to a law about mental health;
- (e) is disqualified from managing a corporation, pursuant to the Corporations Act 2001; or
- (f) otherwise ceases to be qualified to act as a member of the Board under the Distribution and Retail Restructuring Act.

#### **9.8 Retirement of Board Members**

- (a) Subject to clause 9.6 a Board Member must retire from Office on expiry of his or her Term.
- (b) A Board Member who retires is, if not disqualified, eligible for reappointment as a Board Member.

#### **9.9 Removal of Board Members and Chairperson of the Board**

Subject to the Distribution and Retail Restructuring Act, a Special Majority of Participants may remove any Board Member from holding office as a Board Member, and the chairperson of the Board from holding office as the chairperson, by signing a document stating that they are in favour of the removal of the Board Member and/or the chairperson of the Board from holding such positions.

**9.10 Remuneration and Benefits of Board Members and the Chairperson**

- (a) A Board Remuneration Policy must be approved by a notice in writing signed by the duly authorised delegates of a Special Majority of Participants.
- (b) Each Independent Member, including the Chairperson, will be remunerated by QUU in accordance with the approved Board Remuneration Policy.
- (c) QUU must pay all reasonable travelling, accommodation and other expenses that a Board Member properly incurs in attending Board Meetings or otherwise in connection with the business of QUU.
- (d) Board Members, including the Chairperson, will not receive any fees or benefits in addition to those approved under clause 9.10 and 9.11.

**9.11 Indemnity and insurance**

- (a) To the extent permitted by law, QUU must indemnify each Board Member against a Liability of that person and the Legal Costs of that person.
- (b) The indemnity pursuant to clause 9.11(a):
  - (i) is enforceable without the Board Member having first to incur any expense or make any payment; and
  - (ii) is a continuing obligation and is enforceable by the Board Member even though the Board Member may have ceased to be a Board Member of QUU.
- (c) To the extent permitted by law, QUU may:
  - (i) enter into, or agree to enter into; or
  - (ii) pay, or agree to pay, a premium for,  
  
a contract insuring a Board Member against a Liability of that person and the Legal Costs of that person provided that such contract does not insure a Board Member against a Liability arising out of conduct involving a wilful breach of duty in relation to QUU.
- (d) To the extent permitted by law, QUU may enter into an agreement or deed with a Board Member, pursuant to which QUU must do all or any of the following:
  - (i) keep books and records of QUU and allow either or both that person and that person's advisers access to those books and records on the terms agreed;
  - (ii) indemnify that person against any Liability and Legal Costs of that person;
  - (iii) make a payment (whether by way of advance, loan or otherwise) to that person in respect of Legal Costs of that person; and
  - (iv) keep that person insured in respect of any act or omission by that person while a Board Member, on the terms agreed (including as to payment of all or part of the premium for the contract of insurance).

**9.12 Execution of documents**

- (a) The chairperson of the Board or the Chief Executive Officer of QUU may only execute a document on behalf of QUU if authorised to do so by the Board in accordance with an approved delegation policy.
- (b) The Board may determine the manner in which and the persons by whom cheques, promissory notes, bankers' drafts, bills of exchange and other negotiable or transferable instruments in the name of or on behalf of QUU, and receipts for money paid to QUU, must be signed, drawn, accepted, endorsed or otherwise executed.

**9.13 Attorney or agent**

- (a) The Board may appoint any person to be attorney or agent of QUU for any purpose, for any period and on any terms (including as to remuneration) as the Board resolves.
- (b) Subject to the terms of appointment of an attorney or agent of QUU, the Board may revoke or vary that appointment at any time, with or without cause.

**9.14 Chairperson of the Board**

- (a) The Participants will appoint the Board chairperson in accordance with clause 9.3 . The initial Board chairperson may be appointed for a period of up to 5 years.
- (b) The Board chairperson must be an Independent Member.
- (c) The Participants may remove the Board chairperson at any time in accordance with clause 9.9.
- (d) Where possible, the Board chairperson will chair each Board meeting.
- (e) If at a Board meeting the office of Board chairperson is vacant, the Board chairperson is not present within 15 minutes after the time appointed for the holding of a Board meeting or the Board chairperson is not willing or able to chair all or part of that meeting, the Board Members present must elect one of their number to chair that meeting or part of the meeting.
- (f) The Board chairperson or acting chairperson under clause 9.14(e), has a casting vote in the case of an equality of votes on a resolution at a Board Meeting, provided that the chairperson is entitled to vote on the resolution.

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**10. Board Meetings**

**10.1 Board Meetings**

- (a) Subject to clause 10.2, the Board chairperson shall endeavour where reasonable, to convene at least 10 Board Meetings every calendar year and give reasonable notice of the date and agenda of each meeting.
- (b) The Board chairperson may at any time call a meeting of the Board.
- (c) The Board chairperson must call a meeting of the Board within a reasonable time (and in any event within 1 month) if asked in writing to do so by at least two Board Members. Any two Board Members may require that particular business to be considered at the meeting be included in the notice convening the Board Meeting.



- (d) The Board may hold meetings or allow Board Members to take part in its meetings by using any technology (for example, teleconferencing) that reasonably allows members to hear and take part in discussions as they happen.
- (e) A Board Member who takes part in a meeting under sub-clause (d) is taken to be present at the meeting.

#### **10.2 Notice of Board Meetings**

- (a) Notice of a Board meeting must be given to each Board Member. Notice of a Board meeting may be given in person, or by post or by telephone, fax or other electronic means.
- (b) Anything done (including the passing of a resolution) at a Board meeting is not invalid because either or both a person does not receive notice of the meeting or QUU accidentally does not give notice of the meeting to a person.

#### **10.3 Conduct of Board Meetings**

- (a) The Board chairperson is responsible for the general conduct of that meeting and for the procedures to be adopted at that meeting.
- (b) The Board chairperson may determine any dispute concerning the admission, validity or rejection of a vote at the meeting.
- (c) The Board chairperson may at any time terminate discussion or debate on any matter being considered at the meeting and require that matter be put to a vote.
- (d) The Board chairperson may delegate any power conferred by clause 10.3 to any Board Member.
- (e) Nothing contained in this clause limits the powers conferred by law on the Board chairperson.

#### **10.4 Minutes**

- (a) The Board chairperson must cause minutes of each Board Meeting to be promptly prepared and circulated to Board Members.
- (b) Board Members are to promptly communicate their comments, if any, in writing after circulation of the draft minutes.
- (c) The draft minutes are to be finalised at either the next Board meeting, or if the next Board meeting is greater than 30 calendar days after the conclusion of the previous meeting then within 30 calendar days of the previous meeting.
- (d) If approved, the chairperson is to sign those minutes which then are prima facie evidence of the proceedings and decisions of the Board meeting to which they relate. The Board chairperson must cause a summary of the business conducted at a Board meeting to be circulated to the Participants.

#### **10.5 Quorum of the Board**

- (a) Until otherwise determined by the Participants by Special Majority, a quorum for a Board meeting is 50% of Board Members entitled to vote on a resolution that may

be proposed at that meeting. If there are an odd number of Board Members then the quorum is 50% of the next nearest even number.<sup>1</sup>

- (b) If, other than for the fact that a Board Member has disclosed an interest under section 42 of the Distribution and Retail Restructuring Act, there would have been a quorum, the remaining Board Members present will represent a quorum.
- (c) A quorum for a Board meeting must be present at all times during the meeting.

#### **10.6 Valid Proceedings**

An act at any Board meeting or a committee of the Board or an act of any person acting as a Board Member is not invalidated by:

- (a) a defect in the appointment or continuance in office of a person as a Board Member, a member of the committee or of the person so acting; or
- (b) a person so appointed being disqualified or not being entitled to vote,

if that circumstance was not known by the Board, committee or person (as the case may be) when the act was done.

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### **11. Powers of the Board**

#### **11.1 Decisions**

- (a) The Board has full powers of management, control and direction of the activities of QUU, upon and subject to the provisions of this Agreement and the Distribution and Retail Restructuring Act.
- (b) A power of the Board can only be exercised by a resolution passed at a meeting of the Board, a written resolution, or in accordance with a delegation of power pursuant to this Agreement.

#### **11.2 Powers of the Board**

The Board has overall responsibility for the governance of QUU. Where a matter is a Special Majority Matter or Unanimous Matter, no Board resolution in relation to these matters or any decision by the Chief Executive Officer of QUU has any effect until the relevant approval is obtained in accordance with clause 8.1 or clause 8.2.

#### **11.3 Prohibition on Financial Benefits to Related Parties**

Without limiting clause 9.10, QUU must not give a Financial Benefit to a Related Party of QUU unless:

- (a) it has been approved under a policy of QUU; or
- (b) all Participants approve in writing of the giving of the Financial Benefit; or
- (c) the giving of the Financial Benefit is on terms no more favourable to the Related Party of QUU than would be reasonable in the circumstances if QUU and the Related Party of QUU were dealing at arm's length; or

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<sup>1</sup> For example if the Board comprises seven Board members, then the next nearest even number of eight so the quorum would be four Board members.

- (d) the giving of the Financial Benefit is remuneration to a Board Member under clause 9.10; or
- (e) the giving of the Financial Benefit is an indemnity, payment in respect of Legal Costs or insurance premium payable by QUU in accordance with clause 9.11; or
- (f) the Financial Benefit is given to the Related Party of QUU in their capacity as a Participant and the giving of the benefit does not discriminate unfairly against the other Participants.

#### **11.4 Voting Rights of Board Members**

For the purposes of voting at a Board meeting, each Board Member is entitled to one vote. The Board chairperson or acting chairperson has a casting vote under clause 9.14(f).

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### **12. Disclosure of Interests of Board Members**

- (a) Any interests of Board Members shall be disclosed and dealt with in accordance with section 42 of the Distribution and Retail Restructuring Act.
- (b) Without limiting clause 12(a), the Board may establish protocols to assist with the identification, disclosure and recording of interests of Board Members.

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### **13. Reserve Powers of Participants**

- (a) Under section 49 of the Distribution and Retail Restructuring Act, Participants may give QUU a written direction about the way QUU is to perform its functions. Such direction may only be given with the written agreement of all Participants.
- (b) Under section 49A of the Distribution and Retail Restructuring Act, a Participant may give QUU a written direction about the way QUU is to perform certain functions relating to the Participant's local government area. The required period for the Board to give any written opinion about the direction is 20 Business Days.

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### **14. Good faith**

#### **14.1 Good Faith**

QUU and each Participating Local Government must:

- (a) act in good faith in its dealings with each other in connection with matters dealt with under this Agreement and the Distribution and Retail Restructuring Act;
- (b) not unlawfully impede or restrict the exercise of each other's rights under any Document or related policies;
- (c) not unlawfully impede or restrict the performance by any other of them of its obligations under any Document or related policies;
- (d) act reasonably and honestly;
- (e) do all things required by the Distribution and Retail Restructuring Act, and this Agreement and by any contract, agreement or document related to the Distribution and Retail Restructuring Act, or this or related policies (**Documents**);
- (f) not intentionally do or omit to do anything that would cause or be likely to cause a breach by a party of its obligations under any law, including any law relating to the exercise of the functions the subject of the Water Approval Delegation.

## **14.2 No Fetter on Statutory Obligations**

Nothing in this Agreement shall fetter or restrict a Participating Local Government or QUU from exercising a statutory or regulatory duty, power or discretion granted to, or expressly imposed upon or conferred on QUU or that Participating Local Government.

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## **15. Strategic Planning**

### **15.1 Statement of Strategic Intent**

- (a) The Board must provide a Statement of Strategic Intent to Participants about the future strategic direction of QUU covering a five year period.
- (b) The initial Statement of Strategic Intent will take effect from 1 July 2019, and extend to 30 June 2024.
- (c) The Statement of Strategic Intent, both initial and subsequent versions, must be approved by the Special Majority of Participants. The approved Statement of Strategic Intent must be adopted by the Board, and provided to each Participant within 20 business days of adoption by the Board.
- (d) QUU will review the Statement of Strategic Intent annually, or as directed by a Special Majority of Participants. Where any amendments are considered by the Board to not change the intent of the statement, the Board will determine if an updated statement is provided to Participants and any updated statement will be provided by the end of the relevant financial year. Where the amendments are considered by the Board to change the intent of the statement, a new five year Statement of Strategic Intent will be issued as per clause 15.1(a)
- (e) In the final year of the Statement of Strategic Intent, QUU will provide Participants with a new five year statement, by three months prior to the end of the expiry of the current statement, for approval by each Participant as per clause 15.1(c).
- (f) The Statement of Strategic Intent must include QUU's:
  - (i) operating objectives, based on those outlined under clause 3.1;
  - (ii) purpose and vision;
  - (iii) strategic priorities, both financial and non-financial, and strategies to delivery, including how successful delivery will be measured;
  - (iv) forecast infrastructure investment;
  - (v) five-year financial forecasts and supporting key financial metrics, including any key assumptions used to determine the financial forecasts; and
  - (vi) strategic risks.

### **15.2 Annual Operational Plan**

- (a) The Board must, prepare an Annual Operational Plan that covers the relevant financial year and is consistent with the Statement of Strategic Intent. The Plan must include:
  - (i) initiatives for the relevant financial year to deliver the strategic priorities;

- (ii) service standards for the services to be delivered consistent with QUU's operating objectives;
  - (iii) key operational risks;
  - (iv) forecast Participation Returns for the relevant financial year consistent with the Participation Return Policy; and
  - (v) a five year financial forecast ('Profit and Loss', 'Balance Sheet', cash flow statement and summary of transactions with Participants) to help provide Participants with an insight into gross Participation Returns.
- (b) The Board must approve and provide a copy of the Annual Operational Plan to each Participant by the end of the first month of the new financial year to which it applies.

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## **16. Reporting to Participants**

### **16.1 Provision of Information to Participants**

- (a) Each year, QUU will provide Participants with the following:
- (i) a half yearly report by the end of February each year, or such longer period as may be agreed by the Participants; and
  - (ii) an annual report within 2 weeks of the report being tabled in the Queensland Parliament, containing a copy of the audited annual financial statement of QUU.
- (b) The half yearly report and annual report must be consistent with the Statement of Strategic Intent and the relevant financial year's Annual Operational Plan, be prepared in accordance with the Queensland Government's annual reporting requirements for Queensland Government Agencies, and must contain such information that the Participants require to make an informed assessment of:
- (i) the operations of QUU and its subsidiary entities (if any) being consistent with its operating objectives;
  - (ii) the financial performance and position of QUU and its subsidiary entities showing actual compared to budget, including information about—
    - A. revenue and expenses;
    - B. assets and liabilities; and
    - C. cash flow.
  - (iii) achievement of and progress towards strategic priorities;
  - (iv) the impact of any material written directions received from Participants, pursuant to clause 13, on QUU's strategic priorities; and
  - (v) details of any emerging issues that may have an impact on performance and/or capacity to make a Participation Return.
- (c) QUU will not disclose any information regarding QUU, that is required to be provided under this clause 16, to a Participant unless the information is simultaneously disclosed to all other Participants.

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## **17. Profit Distribution**

### **17.1 Participation Returns**

- (a) Participation Returns (whether interim, final or additional) will be approved and paid in accordance with the Participation Return Policy.
- (b) As from the 2018/19 Financial Year, the Participation Return Policy is the policy that was approved by Participants in 2018 and approved by the Board on 19 March 2018.
- (c) Interest is not payable on a Participation Return.
- (d) A Participation Return approved under clause 17.1(a) shall be distributed to the Participant in accordance with their Participation Rights.

### **17.2 Entitlements on Transfers**

If a transfer of Participation Rights occurs after the time determined for entitlements to a return on that Participation Right but before the Participation Return is paid, the person transferring that Participation Right is entitled to that Participation Return.

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## **18. Tax Equivalents**

QUU must, as required under a tax equivalents manual pursuant to section 100 of the Distribution and Retail Restructuring Act, pay tax equivalents to a Participating Local Government in proportion to its Participation Rights.

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## **19. Confidentiality**

### **19.1 Confidentiality**

Each Party (**recipient party**) agrees not to disclose information of another Party (**disclosing party**), which is made known to them in connection with this Agreement, except:

- (a) to employees, legal advisers, auditors and other consultants of the recipient party who require the information for the purposes of this Agreement (including proceedings in relation to this Agreement) and who have agreed to keep such information confidential;
- (b) to relevant responsible Ministers or Councils;
- (c) with the consent of the disclosing party;
- (d) if the information is required to be disclosed by law; or
- (e) if the information is or becomes generally and publicly available other than through a breach of this Agreement.

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## **20. Auditor**

### **20.1 Auditor General**

The Auditor-General of Queensland will be the auditor of QUU.

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## **21. Dispute resolution**

### **21.1 Notice of Dispute**

- (a) If a difference or dispute (**Dispute**) between the Participants (**Disputing Parties**) arises in connection with the subject matter of this Agreement, including a Dispute concerning:
- (i) its interpretation;
  - (ii) any right or liability of any party under this Agreement; or
  - (iii) the performance of any action by any party under or arising out of this Agreement, whether prior or after its termination; or
  - (iv) a claim:
    - A. in tort;
    - B. under statute;
    - C. for restitution based on unjust enrichment or other quantum meruit; or
    - D. for rectification or frustration;
    - E. or like claim available under the law governing this Agreement,

then any party shall give the other parties to this Agreement a written notice (**Notice of Dispute**) adequately identifying and providing details of the Dispute.

### **21.2 Procedure to settle disputes**

- (a) The procedure that is to be followed to settle a Dispute is as follows:
- (i) first, negotiation under clause 21.3; and
  - (ii) second, determination of the dispute under clause 21.4 (if agreed).
- (b) A party may not commence Court proceedings in relation to a Dispute until it has exhausted the procedures in this clause 21, unless the party seeks appropriate injunctive or other interlocutory relief to preserve property or rights or to avoid losses that are not compensable in damages.
- (c) Each party must continue to perform any of its liabilities under this Agreement relating to any issue in dispute or otherwise, despite and during any Dispute resolution being conducted under this provision.
- (d) A party is not required to comply with this clause in relation to any Dispute where all other parties to the Dispute are in default under clause 21 in relation to that Dispute.

### **21.3 Dispute Negotiation**

- (a) Within ten (10) Business Days of service of a Notice of Dispute, an officer of each party to the Dispute must confer at least once to attempt to resolve the Dispute or to agree on methods of resolving the Dispute by other means.

**Item 15.8 / Attachment 1.**

- (b) If the Dispute has not been resolved within ten (10) Business Days of service of the Notice of Dispute, it will escalate to the second level (**Second Level**). The relevant Chief Executive Officers of the parties must confer at least once to attempt to resolve the Dispute or to agree on methods of resolving the Dispute by other means.
- (c) If the Dispute has not been resolved within ten (10) Business Days of escalation to the Second Level i.e. 20 Business Days after the Notice of Dispute, the chairperson must meet with the parties at least once to attempt to resolve the Dispute or to agree on methods of resolving the Dispute by other means.
- (d) If the Dispute has not been resolved within ten (10) Business Days of escalation to the chairperson i.e. 30 Business Days after the Notice of Dispute, the Mayors of the parties must confer at least once to attempt to resolve the Dispute or to agree on methods of resolving the Dispute by other means.
- (e) A party in compliance with this provision may terminate the Dispute resolution process being conducted under this clause 21.3 by notice in writing to the other party at any time after forty (40) Business Days following the Notice of Dispute.

**21.4 Independent Expert**

- (a) If the Disputing Parties agree that a dispute is best resolved by an independent expert, the Parties will submit to the following procedure before any other course of action is taken to resolve the dispute:
  - (i) the Disputing Parties will choose and appoint an independent expert;
  - (ii) in the absence of agreement by the Disputing Parties as to the independent expert within 5 Business Days after the decision to appoint an independent expert), the independent expert will be appointed on the application of any Disputing Parties by the President of the Institute of Arbitrators Australia;
  - (iii) the independent expert must make a determination or finding on the issues in dispute as soon as practicable and in any event within 15 Business Days, or such longer period as may be agreed between the Disputing Parties;
  - (iv) the independent expert will act as an expert and not as an arbitrator and may adopt such procedures as he or she sees fit;
  - (v) the independent expert's decision will be final and binding on the Disputing Parties; and
  - (vi) the costs of the independent expert will be borne by the Disputing Parties equally or as the independent expert may otherwise determine having regard to the merits of the dispute and each Disputing Party will bear its own costs relating to the independent expert's decision.

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**22. Notices**

**22.1 Notice to Board Members**

QUU may give notice to a Board Member by:

- (a) delivering it to that person;
- (b) sending it by pre-paid post to the usual residential address of that person or the alternative address (if any) nominated by that person for that purpose;



- (c) sending it to the fax number (if any) nominated by that person for that purpose;
- (d) sending it to the electronic address (if any) nominated by the Board Member for that purpose; or
- (e) any other means agreed between QUU and that person.

#### **22.2 Notice to Parties**

A Party may give notice to another Party by:

- (a) addressing the notice to the relevant chief executive officer;
- (b) delivering it or sending it by pre-paid post to the main business office of that Party;
- (c) delivering it or sending it by pre-paid post to a place nominated by the Party for that purpose;
- (d) sending it to the fax number at the main business office of the Party nominated by the Party for that purpose; or
- (e) sending it to the electronic address (if any) nominated by the Party for that purpose.

#### **22.3 Time of service**

- (a) A notice is taken to be received by the addressee:
  - (i) (in the case of prepaid post) on the third day after the date of posting;
  - (ii) (in the case of fax or email) at the time in the place to which it is sent equivalent to the time shown on the transmission confirmation report or receipt confirmation produced by the fax machine or computer from which it was sent; and
  - (iii) (in the case of delivery by hand) on delivery,but if the communication is taken to be received on a day that is not a Business Day or after 5.00pm, it is taken to be received at 9.00 am on the next Business Day.

#### **22.4 Notice Requirements**

The Board may specify, generally or in a particular case, requirements in relation to notices given by any electronic means, including requirements as to:

- (a) the classes of, and circumstances in which, notices may be sent;
- (b) verification (whether by encryption code or otherwise); and
- (c) the circumstances in which, and the time when, the notice is taken to be given.

**Schedule 1 – Participants**

<b>Participant</b>	<b>Participation Rights as at the Operative Date</b>
Brisbane City Council	85.007%
Ipswich City Council	12.222%
Lockyer Valley Regional Council	0.903%
Scenic Rim Regional Council	1.042%
Somerset Regional Council	0.826%

**Signed as an Agreement**

**Signed** for and on behalf of **Brisbane City Council** by **Greg Evans, Chief Financial Officer** as its duly authorised Council delegate in accordance with the *City of Brisbane Act 1924* in the presence of:

Dated this .....day of .....2010

\_\_\_\_\_  
Signature of Delegate

\_\_\_\_\_  
Print name of Witness

\_\_\_\_\_  
Signature of Witness

**Signed** for and on behalf of **Ipswich City Council** by **Carl Wulff, Chief Executive Officer** as its duly authorised Council delegate in accordance with the *Local Government Act 1993* in the presence of:

Dated this .....day of .....2010

\_\_\_\_\_  
Signature of Delegate

\_\_\_\_\_  
Print name of Witness

\_\_\_\_\_  
Signature of Witness

**Signed** for and on behalf of **Lockyer Valley Regional Council** by **Derek Sellers, Chief Executive Officer** as its duly authorised Council delegate in accordance with the *Local Government Act 1993* in the presence of:

Dated this .....day of .....2010

\_\_\_\_\_  
Signature of Delegate

\_\_\_\_\_  
Print name of Witness

\_\_\_\_\_  
Signature of Witness

**Signed** for and on behalf of **Scenic Rim Regional Council** by **Patrick Murphy, Chief Executive Officer** its duly authorised delegate in accordance with the *Local Government Act 1993* in the presence of:

Dated this .....day of .....2010

\_\_\_\_\_  
Signature of Delegate

\_\_\_\_\_  
Print name of Witness

\_\_\_\_\_  
Signature of Witness

**Signed** for and on behalf of **Somerset Regional Council** by **Robert Bain, Chief Executive Officer** as its duly authorised Council delegate in accordance with the *Local Government Act 1993* in the presence of:

Dated this .....day of .....2010

\_\_\_\_\_  
Signature of Delegate

\_\_\_\_\_  
Print name of Witness

\_\_\_\_\_  
Signature of Witness

**Signed** for and on behalf of **Central SEQ Distributor-Retailer Authority** by its duly authorised Chief Executive Officer, Noel Faulkner

Dated this .....day of .....2010

\_\_\_\_\_  
Signature of Chief Executive Officer

Doc ID No: A7258548

ITEM: 15.9

SUBJECT: RESPONSE TO NOTICE OF MOTION - KERB AND CHANNEL PROGRAM

AUTHOR: ACTING GENERAL MANAGER - INFRASTRUCTURE AND ENVIRONMENT

DATE: 17 MAY 2021

### **EXECUTIVE SUMMARY**

This is a report in response to the Notice of Motion moved by Councillor Marnie Doyle in relation to the development of a new kerb and channel program.

Council officers are currently developing a prioritisation framework for new kerb and channel across the city of Ipswich to be considered by Councillors at a workshop in July 2021.

It is recommended that if Council wishes to implement a new kerb and channel program to commence in the 2021-2022 financial year, that Council allocate funds in the new budget to commence the implementation of a kerb and channel program following finalisation of the prioritisation list in July 2021.

### **RECOMMENDATION/S**

- A. That the report be received and the contents noted.**
- B. That Council consider the allocation of capital funds towards a new kerb and channel program as part of the 2021-2022 Council budget.**

### **RELATED PARTIES**

There are no related parties or known conflicts associated with this report.

### **ADVANCE IPSWICH THEME**

Managing growth and delivering key infrastructure

### **PURPOSE OF REPORT/BACKGROUND**

At the Ordinary Council meeting held on the 25 March 2021, Councillor Doyle moved a Notice of Motion in relation to an expedited kerb and channel program.

The Notice of Motion requested the following from Council Officers:

- A. That Council implement a 'Forgotten Street's Expedited Kerb and Channel Program of Works.

- B. That a report be provided to Council no later than May 2021 outlining:
- a. A proposed prioritisation methodology for the upgrade of kerb and channel in Ipswich;
  - b. That this prioritisation methodology include a weighting for local stormwater issues;
  - c. Identification of locations suitable for treatment;
  - d. Identification of 'Missing Links across the city;
  - e. High level estimates for the program;
  - f. Summary of the previous kerb and channel construction activities since 2011;
  - g. A cost benefit analysis of engaging an external contractor to deliver a multi-year program of prioritised Framework projects; and
  - h. Development of a process through which the community may nominate potential kerb and channel installation of repair projects for consideration.
- C. That a prioritised list of projects be presented for the consideration of council during the 2021-22 budget considerations.
- a. Identification of the top 10 kerb and channel upgrade projects
  - b. Identification of the top 10 kerb and channel repair projects.

Council officers have since commenced actioning the requests included in the notice of motion, however it is a complex process that will require another few months to complete.

Council officers are currently developing a prioritisation list for kerb and channel upgrades that include the following assessment criteria:

- Housing density proposed to identify lengths of kerb that will service the most people
- Adjacent bus stops, schools or parks
- Adjacent character or CBD planning zones
- Road hierarchy
- Property that is lower than the kerb

Council officers expect that the new prioritisation list will not be available until July 2021 and propose that a workshop be held with the Mayor and Councillor to review the priority list. Once finalised, the priority list with cost estimates can then be added into the three year capital program and delivered accordingly.

In terms of exploring the value of packaging up kerb and channel works as part of the procurement process it is envisaged that this would provide cost savings as it would attract a broader field of tenderers. This can be explored fully at the procurement stage of the new kerb and channel program.

A review of the previous spend on new kerb and channel across the city identified the following annual spends:

Financial Year	Spend
15/16	\$ 5,839,099.23
16/17	\$ 9,663,053.55
17/18	\$ 4,612,936.20
18/19	\$ 7,999,398.20
19/20	\$ 2,938,543.35
20/21	\$ 3,037,873.17
Total	\$ 34,090,903.70

If Council wished to commence a new kerb and channel program in the 2021-2022 financial year it is recommended that due to timings, Council allocate a certain level of funding towards the program as part of the 2021-2022 financial year program. This will then enable officers to continue with the development of the prioritisation list to be presented to the Mayor and Councillors in July 2021 which, when finalised, can then be added into the three (3) year capital program and delivered accordingly.

#### **LEGAL/POLICY BASIS**

This report and its recommendations are consistent with the following legislative provisions:  
*Local Government Act 2009*

#### **RISK MANAGEMENT IMPLICATIONS**

There is a financial risk associated with the allocation of funds towards a new kerb and channel program.

#### **FINANCIAL/RESOURCE IMPLICATIONS**

This report recommends that Council consider the allocation of the funds towards a new kerb and channel program in the 2021-2022 budget.

#### **COMMUNITY AND OTHER CONSULTATION**

There has been no community consultation in relation to this report.



#### **CONCLUSION**

Council officers require more time to comply with the requirements of the notice of motion to develop a new priority list for kerb and channel upgrades. This is expected to be finalised in July 2021.

Whilst this list is being finalised it is recommended that Council consider the allocation of funds towards a new kerb and channel upgrade program to be included in the three (3) year capital program.

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**ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS**

1.	Notice of Motion  
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Sean Madigan

**ACTING GENERAL MANAGER - INFRASTRUCTURE AND ENVIRONMENT**

I concur with the recommendations contained in this report.

Sean Madigan

**ACTING GENERAL MANAGER - INFRASTRUCTURE AND ENVIRONMENT**

***“Together, we proudly enhance the quality of life for our community”***



COUNCIL  
MEETING AGENDA

25 MARCH  
2021

Doc ID No: A6933578

ITEM: 16.3  
FROM: DEPUTY MAYOR MARNIE DOYLE  
RE: NOTICE OF MOTION - EXPEDITED KERB AND CHANNEL PROGRAM  
DATE: 19 MARCH 2021

This is a notice of motion submitted by Councillor Marnie Doyle concerning an Expedited Kerb and Channel Program of Works.

**MOTION:**

- A. That Council implement a 'Forgotten Streets' Expedited Kerb and Channel Program of works.
- B. That a report be provided to Council no later than May 2021 outlining:
  - a. A proposed prioritisation methodology for the upgrade of kerb and channel in Ipswich;
  - b. That this prioritisation methodology include a weighting for local stormwater issues;
  - c. Identification of locations suitable for treatment;
  - d. Identification of 'Missing Links' across the city;
  - e. High level estimates for the program;
  - f. Summary of the previous kerb and channel construction activities since 2011;
  - g. A cost benefit analysis of engaging an external contractor to deliver a multi-year program of prioritised Framework projects; and
  - h. Development of a process through which the community may nominate potential kerb and channel installation or repair projects for consideration.
- C. That a prioritised list of projects be presented for the consideration of council during the 2021-2022 budget considerations.
  - a. Identification of the top 10 kerb and channel upgrade projects.
  - b. Identification of the top 10 kerb and channel repair projects.



Doc ID No: A7259455

ITEM: 16.1

FROM: Councillor Sheila Ireland

RE: NOTICE OF MOTION - EMERGENCY WORKS TO UNFORMED DAMAGED ROADS

DATE: 17 MAY 2021

This is a notice of motion submitted by Councillor Sheila Ireland concerning emergency work to unformed damaged roads.

Councillor Sheila Ireland gave notice of her intention to move the following motion at the Council Meeting of 27 May 2021:

**MOTION**

**Following advice of safety concerns on unformed roads, that Council consider undertaking emergency works to remediate damage and provide suitable works to make the unformed roads useable and safe.**