

IPSWICH CITY COUNCIL

AGENDA

of the

COUNCIL ORDINARY MEETING

Held in the Council Chambers 8th floor – 1 Nicholas Street IPSWICH QLD 4305

On Thursday, 21 October 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:					
11.	CONFIRMATION OF MINUTES:					
	11.1. Ipswich City Council - Minutes of Meeting of 16 September 20215					
12.	MAYORAL MINUTE:					
13.	BUSINESS OUTSTANDING – INCLUDING CONDUCT MATTERS AND MATTERS LYING ON THE TABLE TO BE DEALT WITH:					
14.	RECEPTION AND CONSIDERATION OF COMMITTEE REPORTS:					
	14.1. Growth Infrastructure and Waste Committee's Report2714.2. Governance and Transparency Committee's Report3514.3. Community, Culture, Arts and Sport Committee's Report4314.4. Economic and Industry Development Committee's Report4914.5. Environment and Sustainability Committee's Report5314.6. Ipswich Central Redevelopment Committee's Report57					
15.	OFFICERS' REPORTS:					
	15.1 CEO Organisational Performance Report for September 2021					

- 16. <u>NOTICES OF MOTION:</u>
- 17. QUESTIONS ON NOTICE:

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UNCONFIRMED MINUTES OF COUNCIL ORDINARY MEETING

16 SEPTEMBER 2021

Held in the Council Chambers, Administration Building 1 Nicholas Street, Ipswich

The meeting commenced at 9.00 am

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

WELCOME TO COUNTRY OR ACKNOWLEDGEMENT OF COUNTRY

Councillor Kate Kunzelmann

OPENING PRAYER

Councillor Marnie Doyle

APOLOGIES AND LEAVE OF ABSENCE Nil

5. CONDOLENCES

Nil

6. TRIBUTES

Nil

7. PRESENTATION OF **PETITIONS**

Nil

8. PRESENTATIONS **AND DEPUTATIONS**

Nil

9. PUBLIC **PARTICIPATION** Mr Gary Duffy addressed the Council to thank Council on behalf of the community for investing in the future of the City and the future of the environment.

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

That Council note the address from Mr Gary Duffy and take no further action in relation to this matter.

2021

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Harding Nil

Madsen
Ireland
Tully
Doyle
Fechner
Kunzelmann
Milligan
Jonic

The motion was put and carried.

Attachments

Public Participation speech by Mr Gary Duffy

10. DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

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.

COUNCILLOR ANDREW FECHNER

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.

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.

11. CONFIRMATION OF MINUTES

11.1

CONFIRMATION OF MINUTES OF ORDINARY MEETING

Moved by Mayor Teresa Harding:

Seconded by Councillor Andrew Fechner:

That the Minutes of the Ordinary Meeting held on 19 August 2021 be confirmed.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Harding Nil

Madsen
Ireland
Tully
Doyle
Fechner
Kunzelmann
Milligan
Jonic

The motion was put and carried.

12. MAYORAL MINUTE

Nil

13. BUSINESS
OUTSTANDING –
INCLUDING CONDUCT
MATTERS AND
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 minutes of the Growth Infrastructure and Waste Committee No. 2021(08) of 2 September 2021 be noted.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Harding Nil

Madsen

Ireland

Tully

Doyle

Fechner

Kunzelmann

Milligan

Jonic

The motion was put and carried.

148.2 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 No. 2021(08) of 2 September 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(08) of 2 September 2021 as listed below as resolutions of Council:

GOVERNANCE AND TRANSPARENCY COMMITTEE – ITEM 1

That the minutes of the Governance and Transparency Committee No. 2021(07) held on 5 August 2021 be confirmed.

CONFIRMATION OF MINUTES OF THE GOVERNANCE AND TRANSPARENCY COMMITTEE NO. 2021(07) OF 5 AUGUST 2021

GOVERNANCE AND TRANSPARENCY COMMITTEE – ITEM 2 A. That pursuant to section 236(2) of the *Local Government**Regulation 2012 (Regulation), Council resolve that the exception at section 236(1)(b)(ii) of the Regulation

NEW TRUSTEE LEASE OVER RESERVE FOR RECREATION PURPOSES TO ROSEWOOD RSL SUB BRANCH INC. OVER 1 MILL STREET, ROSEWOOD applies to the disposal of interest in land at 1 Mill Street, Rosewood more particularly described as part of Lot 638 on SP157096, for administrative and storage purposes, because Rosewood RSL Sub Branch Inc. (Trustee Lessee) is a community organisation.

- B. That Council enter into a lease (Council file reference 5494) with the Trustee Lessee:
 - (i) at a yearly rent of \$1.00 excluding GST, payable to Council if demanded, and
 - (ii) for a term of ten (10) years, with no options for extension.
- 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.

GOVERNANCE AND TRANSPARENCY COMMITTEE – ITEM 3

PROCUREMENT: SUPPLY & MAINTENANCE OF MULTI FUNCTION DEVICE / PRINTERS (MFD'S)

- A. That pursuant to Section 235(b) of the Local Government Regulation 2012 (Regulation), Council resolve that the exception applies because of the specialised or confidential nature of the services that are sought and it would be impractical and disadvantageous to invite tenders for the provision of Supply and Maintenance of Council's Multi-Function Devices/Printers (MFD's).
- B. That Council enter into a contractual arrangement (Council Number 17059) with Fuji Xerox Aust Pty Ltd, at an approximate purchase price of \$1,800,000.00 excluding GST over the entire term, being an initial term of three (3) years, with options for extension at the discretion of Council (as purchaser), of an additional two (2) 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.

GOVERNANCE AND TRANSPARENCY COMMITTEE – ITEM 4

IVOLVE PROJECT QUARTERLY STATUS UPDATE

GOVERNANCE AND TRANSPARENCY COMMITTEE – ITEM 5

COUNCILLOR BRIEFING SESSIONS AND WORKSHOPS POLICY That the progress report on Council's iVolve Project be received and the contents noted.

That the revised Councillor Briefing Sessions and Workshops Policy as detailed in Attachment 1 be adopted.

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 No. 2021(08) of 2 September 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 Community, Culture, Arts and Sport Committee No. 2021(08) of 2 September 2021 as listed below as resolutions of Council:

COMMUNITY, CULTURE, ARTS AND SPORT COMMITTEE – ITEM 1

CONFIRMATION OF MINUTES OF THE COMMUNITY, CULTURE, ARTS AND That the minutes of the Community, Culture, Arts and Sport Committee No. 2021(07) held on 5 August 2021 be confirmed.

SPORT COMMITTEE NO. 2021(07) OF 5 **AUGUST 2021**

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

That the Indigenous Accord Milestone Report -Α. September 2021 be received and the contents noted.

INDIGENOUS ACCORD 2020 - 2025 MILESTONE REPORT

That a spreadsheet be provided to Council as an update В. on all the activities in the Accord.

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

That the Safer Seniors Program report be received and the contents noted.

SAFER SENIORS PROGRAM

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

That the Get Ready Community Safety and Crime Prevention Expo Report be received and the contents noted.

GET READY COMMUNITY SAFETY AND CRIME PREVENTION EXPO

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

That Council endorse \$25,000 ex GST in Major Event Sponsorship for financial support to Tivoli Social **Enterprises for the 2021 Countdown with Colour New** Year's Eve event.

MAJOR EVENT SPONSORSHIP - 2021 **COUNTDOWN WITH COLOUR NEW YEAR'S EVE EVENT**

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

COMMUNITY

2021

CHRISTMAS CAROLS

That the previous decision of Council, as per Α. Recommendation A of Item 2 of the Economic Development Committee No. 2019(08) and adopted at the Council Ordinary Meeting of 20 August 2019, titled Community Christmas Carols – Partnership Agreements, be amended by including an additional \$3,605.80 in-kind support for the 2021 carols event for Brassall Christmas in the Park (bringing the total to \$18,605.80).

- B. That the previous decision of Council, as per Recommendation B of Item 2 of the Economic Development Committee No. 2019(08) and adopted at the Council Ordinary Meeting of 20 August 2019, titled Community Christmas Carols Partnership Agreements, be amended by including an additional \$6,046.95 in-kind support for the 2021 carols event for Carols at Robelle Domain (bringing the total to \$21,046.95).
- C. That the previous decision of Council, as per Recommendation A of Item 9 of the General Purposes Committee No. 2020(02) of 23 June 2020, titled Major Community Event Sponsorship, be amended by including an additional \$6,128.07 in-kind support for the 2021 carols event for Redbank Plains Community Christmas Carols (bringing the total to \$21,128.07).
- D. That council note that the value of the in-kind support may increase slightly as some costs are expected to increase in the 2021-2022 financial year.

COMMUNITY, CULTURE, ARTS AND SPORT COMMITTEE – ITEM 7

1 NICHOLAS STREET -FEES AND CHARGES FOR COMMUNITY AND COMMERCIAL USE That Council adopt the proposed charges for community and commercial hire of select meeting rooms and event spaces at 1 Nicholas Street, as detailed in Attachment 1.

14.4 ECONOMIC AND INDUSTRY DEVELOPMENT COMMITTEE

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

That Council adopt the recommendations of Economic and Industry Development Committee No. 2021(08) of 2 September 2021.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Harding Nil
Madsen
Ireland
Tully

Kunzelmann

Doyle Fechner Milligan Jonic

The motion was put and carried.

This block motion adopts all items of the Economic and Industry Development Committee No. 2021(08) of 2 September 2021 as listed below as resolutions of Council:

ECONOMIC AND INDUSTRY DEVELOPMENT COMMITTEE – ITEM 1

That the minutes of the Economic and Industry
Development Committee No. 2021(07) held on 5 August
2021 be confirmed.

CONFIRMATION OF MINUTES OF THE ECONOMIC AND INDUSTRY DEVELOPMENT COMMITTEE NO. 2021(07) OF 5 AUGUST 2021

ECONOMIC AND
INDUSTRY
DEVELOPMENT
COMMITTEE – ITEM 2

That the 2020-2021 Ipswich Exceptional Experiences Program report be received and the contents noted.

2020-2021 IPSWICH EXCEPTIONAL EXPERIENCES PROGRAM REPORT

ECONOMIC AND INDUSTRY DEVELOPMENT COMMITTEE – ITEM 3

CHAMBERS OF COMMERCE - 2021-2022 PARTNERSHIP AGREEMENTS

- A. That the Chambers of Commerce 2021-2022 Partnership Agreements report be received and the contents noted.
- B. That for future years the Chamber of Commerce Partnership Agreements be brought to a councillor workshop/briefing for consideration in the drafting stage.

14.5 ENVIRONMENT AND SUSTAINABILITY COMMITTEE

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

That Council adopt the recommendations of the Environment and Sustainability Committee No. 2021(08) of 2 September 2021 with the exception of Item 2.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Harding Nil

Madsen
Ireland
Tully
Doyle
Fechner
Kunzelmann
Milligan
Jonic

The motion was put and carried.

This block motion adopts items 1 and 3 to 9 of the Environment and Sustainability Committee No. 2021(08) of 2 September 2021 as listed below as resolutions of Council:

ENVIRONMENT AND SUSTAINABILITY COMMITTEE – ITEM 1

That the minutes of the Environment and Sustainability Committee No. 2021(07) held on 5 August 2021 be confirmed.

CONFIRMATION OF MINUTES OF THE ENVIRONMENT AND SUSTAINABILITY COMMITTEE NO. 2021(07) OF 5 AUGUST 2021

ENVIRONMENT AND SUSTAINABILITY COMMITTEE – ITEM 3

IPSWICH RIVERS
IMPROVEMENT
TRUST 2021-2022
ANNUAL PRECEPT

- A. That Council negotiate with the Ipswich Rivers Improvement Trust to agree on an alternative sum for their 2021-2022 Precept for a reduced works program this year.
- B. That Council work in partnership with the Ipswich Rivers Improvement Trust to develop an agreed 3-5 year works program and funding model.

ENVIRONMENT AND SUSTAINABILITY COMMITTEE – ITEM 4

NATURAL ENVIRONMENT POLICY That the policy titled 'Natural Environment Policy' as detailed in Attachment 1 be adopted.

ENVIRONMENT AND SUSTAINABILITY COMMITTEE – ITEM 5 IPSWICH PLATYPUS E- DNA MONITORING REPORT FOR 2020- 2021	A. B.	That the platypus eDNA monitoring program be continued annually to monitor the city's existing populations, as well as transient individuals moving throughout systems. That habitat protection and improvement be conducted around key strongholds such as the Woogaroo, Sandy and Opossum Creek catchments to ensure the long-term sustainability of these populations. That detailed habitat assessments be undertaken to identify areas of high-quality habitat and better understand key threats to platypus sustainability.
ENVIRONMENT AND SUSTAINABILITY COMMITTEE – ITEM 6		That the Ipswich City Council Stormwater Quality Offset Program Annual update report be received and the contents noted.
STORMWATER QUALITY OFFSET PROGRAM ANNUAL REPORT		
ENVIRONMENT AND SUSTAINABILITY COMMITTEE – ITEM 7		That the report be received and the contents noted.
DISABILITY INCLUSIVE DISASTER RISK REDUCTION PROJECT		
ENVIRONMENT AND SUSTAINABILITY COMMITTEE – ITEM 8		That the report be received and the contents noted.
GET READY QUEENSLAND WEEK 2021		
ENVIRONMENT AND SUSTAINABILITY COMMITTEE – ITEM 9	A.	That Council appoint Councillor Russell Milligan as the secondary Deputy Chairperson of the City of Ipswich Local Disaster Management Group.
DEPUTY CHAIRPERSONS FOR THE LOCAL DISASTER MANAGEMENT GROUP AND THE LOCAL RECOVERY	В.	That Council appoint Councillor Russell Milligan as the Deputy Chairperson of the City of Ipswich Local Recovery and Resilience Group.

AND RESILIENCE GROUP

Item 2 of the Environment and Sustainability Committee No. 2021(08) of 2 September 2021 was considered separately.

ENVIRONMENT AND SUSTAINABILITY COMMITTEE – ITEM 2

A. That Council endorse the formation of the Traditional Owner Reference Group as detailed in the Draft Terms of Reference outlined in Attachment 1.

TRADITIONAL OWNER REFERENCE GROUP

B. That Council endorse the proposed structure of the roles, relationships and responsibilities for the Traditional Owner Reference Group, Council and the Native Title Party as defined in Attachment 3.

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

That that the matter be laid on the table pending further outcomes.

VARIATION TO MOTION

Mayor Teresa Harding proposed that the matter be laid on the table for two months to come back to the November Council Ordinary meeting pending further outcomes.

FURTHER VARIATION TO MOTION

Councillor Paul Tully proposed that the matter be referred to the November Environment and Sustainability Committee for further consideration.

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

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

That the matter be referred to the November Environment and Sustainability Committee for further consideration.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Harding Nil

Madsen
Ireland
Tully
Doyle
Fechner
Kunzelmann
Milligan

Jonic

The motion was put and carried.

At 9.26 am Councillors Jacob Madsen and Andrew Fechner left the meeting room due to a previously declared interest in Item 14.6.

14.6 IPSWICH CENTRAL REDEVELOPMENT COMMITTEE

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

That Council adopt the recommendations of the Ipswich Central Redevelopment Committee No. 2021(08) of 2 September 2021.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Harding Nil

Ireland Tully Doyle Kunzelmann

Kunzelmai Milligan Jonic

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

This block motion adopts all items of the Ipswich Central Redevelopment Committee No. 2021(08) of 2 September 2021 as listed below as resolutions of Council:

IPSWICH CENTRAL REDEVELOPMENT COMMITTEE – ITEM 1

CONFIRMATION OF MINUTES OF THE IPSWICH CENTRAL REDEVELOPMENT COMMITTEE NO. 2021(07) OF 5 AUGUST 2021 That the minutes of the Ipswich Central Redevelopment Committee No. 2021(07) held on 5 August 2021 be confirmed.

IPSWICH CENTRAL REDEVELOPMENT COMMITTEE – ITEM 2

IPSWICH CENTRAL REVITALISATION

That the Ipswich Central Revitalisation Community Engagement report be received and the contents noted.

COMMUNITY ENGAGEMENT REPORT

IPSWICH CENTRAL REDEVELOPMENT COMMITTEE – ITEM 3

NICHOLAS STREET PRECINCT -COMMUNICATIONS, ENGAGEMENT AND EVENTS REPORT AUGUST 2021 That the Nicholas Street Precinct Communications, Engagement and Events Monthly Report be received and the contents noted.

IPSWICH CENTRAL REDEVELOPMENT COMMITTEE – ITEM 4

NICHOLAS ST PRECINCT - RETAIL SUB-PROJECT STEERING COMMITTEE REPORT AUGUST 2021 That the August 2021 Retail Sub-Project Steering Committee Report be received and the contents noted.

IPSWICH CENTRAL REDEVELOPMENT COMMITTEE – ITEM 5

NICHOLAS STREET PRECINCT -APPROVAL OF AN AGREEMENT FOR LEASE FOR EATS TENANCY T1

- A. That Council enter into an Agreement for Lease and Incentive Deed with the proposed lessee for Tenancy T1 in the Eats Building (impacting lots 2RP209886, 3RP212242 and 1SP300605) ("Tenancy T1") within the Nicholas Street Precinct (under the commercial terms detailed in the confidential report and attachments by the Project Manager dated 26 August 2021).
- B. That conditional upon Council satisfactorily executing the Agreement to Lease with the proposed lessee, (contained in recommendation A of this report), Council enter into a lease for Tenancy T1 with the proposed lessee (as detailed in the confidential report and attachments by the Project Manager dated 26 August 2021).
- C. That Council note, that in relation to Council's disposal of its leasehold interest in Tenancy T1 to the proposed lessee, that the Ministerial exemption under s236 (f) of the Local Government Regulation 2012 applies to the

disposal of Council's interest in Tenancy T1. (Ministerial exemption contained in Attachment 1 of this report).

- D. 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 at Recommendation B.
- E. That Council be kept informed as to the progress and outcome of the execution and publication of details.

At 9.28 am Councillors Jacob Madsen and Andrew Fechner returned to the meeting room.

15. OFFICERS' REPORTS

15.1 CEO ORGANISATIONAL PERFORMANCE REPORT FOR AUGUST 2021

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

That the Chief Executive Officer Organisational Performance Report for the month of August be received and the contents noted.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Harding Nil

Madsen
Ireland
Tully
Doyle
Fechner
Kunzelmann
Milligan
Jonic

The motion was put and carried.

15.2 MONTHLY FINANCIAL PERFORMANCE REPORT - AUGUST 2021 Moved by Mayor Teresa Harding: Seconded by Councillor Andrew Fechner:

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

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Harding Nil

Madsen
Ireland
Tully
Doyle
Fechner
Kunzelmann
Milligan
Jonic

The motion was put and carried.

15.3 PEOPLE AND CULTURE STRATEGY 2021 - 2026

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

That Council endorse the People and Culture Strategy 2021 – 2026 as outlined in Attachment 1.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Harding Nil

Madsen
Ireland
Tully
Doyle
Fechner
Kunzelmann
Milligan
Jonic

The motion was put and carried.

15.4 PROVISIONAL PROJECTS

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

> That Council approve the Provisional Projects listed in this report to proceed to design and construction this financial year in accordance with the Capital Investment in Provisional Projects Policy.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Harding Nil

Madsen

Ireland Tully Doyle Fechner Kunzelmann Milligan

Jonic

The motion was put and carried.

15.5 REPORT - AUDIT AND RISK MANAGEMENT COMMITTEE NO. 2021(04) OF 25 AUGUST 2021

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

That the report of the Audit and Risk Management Committee No. 2021(04) of 25 August 2021 be received, the contents noted and the recommendations contained therein be adopted.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Harding Nil

Madsen
Ireland
Tully
Doyle
Fechner
Kunzelmann
Milligan
Jonic

The motion was put and carried.

ADJOURN MEETING

Moved by Mayor Teresa Harding:

That the meeting be adjourned at 9.48 am to reconvene at 9.58 am.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Harding Nil

Madsen Ireland Tully Doyle Fechner Kunzelmann Milligan Jonic

The meeting reconvened at 9.58 am.

Mayor Teresa Harding extended the adjournment due to a lack of quorum.

The meeting reconvened at 10.02 am.

15.6 DEVELOPMENT APPLICATION RECOMMENDATION WANLESS LANDFILL AND WASTE TRANSFER/RESOURC E RECOVERY FACILITY AT EBENEZER

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

- A. That Council approve in part, Development Application No. 10674/2019/CA being the Reconfiguring a Lot (Thirteen (13) Lots into Five (5) Lots), subject to conditions as contained in Attachment 1 of this report.
- B. That Council approve in part, Development Application No. 10674/2019/CA, being the Material Change of Use for Special Industry (Waste Transfer and Resource Recovery Facility), subject to conditions as contained in Attachment 2 of this report.
- C. That Council refuse in part, Development Application
 No. 10674/2019/CA, being the Material Change of Use for
 Waste Activity Use involving Landfill, for the reasons as
 contained in Attachment 3 of this report.
- D. That Council refuse in part, Development Application No. 10674/2019/CA, being the Material Change of Use for Waste Activity Use involving Rehabilitating a Mining Void, for the reasons as contained in Attachment 4 of this report.

PROPOSED AMENDMENT

Moved by Councillor Paul Tully: Seconded by Deputy Mayor Nicole Jonic:

That paragraphs C and D be deleted and replaced with:

C. That Council approve in part, Development Application No. 10674/2019/CA, being the Material Change of Use for Waste Activity Use involving Landfill, for the reasons as contained in paragraph E., subject to conditions to be prepared by relevant officers and approved by Council by resolution.

- D. That Council approve in part, Development Application No. 10674/2019/CA, being the Material Change of Use for Waste Activity Use involving Rehabilitating a Mining Void, for the reasons as contained in paragraph E., subject to conditions to be prepared by relevant officers and approved by Council by **resolution.**
- E. The reasons for the approvals contained in paragraphs C and D are that the proposed development incorporates and demonstrates:
 - (a) one integrated facility on-site, utilising current and appropriate technologies;
 - (b) promotion of resource recovery based on current and evolving industry standards;
 - (c) the ultimate enhancement of the natural environment for future generations including rehabilitation of the site for future land uses;
 - (d) the desirability of a co-located facility, improving environmental outcomes and reducing undesirable additional vehicular movements with on-site landfill utilising only on-site produced recycling residue;
 - (e) the desirability of filling a mining void on-site with residual waste generated on-site;
 - enhanced economic and employment outcomes for such multiple use site;
 - (g) improved ultimate visual amenity of the site and the general amenity of the area;
 - (h) consistency with the aims of the State Government following the appointment of Queensland's first Mine Rehabilitation Commissioner on 10 September 2021.

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

The motion was put and lost.

ORIGINAL MOTION

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

- A. That Council approve in part, Development Application No. 10674/2019/CA being the Reconfiguring a Lot (Thirteen (13) Lots into Five (5) Lots), subject to conditions as contained in Attachment 1 of this report.
- B. That Council approve in part, Development Application No. 10674/2019/CA, being the Material Change of Use for Special Industry (Waste Transfer and Resource Recovery Facility), subject to conditions as contained in Attachment 2 of this report.
- C. That Council refuse in part, Development Application
 No. 10674/2019/CA, being the Material Change of Use
 for Waste Activity Use involving Landfill, for the reasons
 as contained in Attachment 3 of this report.
- D. That Council refuse in part, Development Application No. 10674/2019/CA, being the Material Change of Use for Waste Activity Use involving Rehabilitating a Mining Void, for the reasons as contained in Attachment 4 of this report.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Harding Tully (Abstain)

Madsen Ireland Doyle Fechner Kunzelmann Milligan Jonic

The motion was put and carried.

16. NOTICES OF MOTION

16.1 NOTICE OF MOTION MID-TERM REVIEW MULTI-MEMBER ARRANGEMENT AND DIVISIONAL BOUNDARIES

MOTION

That Council follow the 2019 Final Determination of the Electoral Arrangement and Divisional Boundary Review to conduct a mid-term review in 2022 to gauge residents' experiences and satisfaction with the multi-member arrangement and divisional boundaries.

AMENDMENT TO MOTION

Mayor Teresa Harding proposed an amendment to the motion to clarify the original determination in that the Minister conduct a mid-term review.

FURTHER AMENDMENT TO MOTION

Councillor Paul Tully proposed a further amendment to the motion:

That Council conduct a mid-term review in 2022 to gauge residents' experiences and satisfaction with the multimember arrangement and divisional boundaries.

Moved by Councillor Sheila Ireland: Seconded by Councillor Jacob Madsen:

That Council conduct a mid-term review in 2022 to gauge residents' experiences and satisfaction with the multimember arrangement and divisional boundaries.

VARITATION TO MOTION

Mayor Teresa Harding proposed a variation to the motion:

That Council write to the Minister requesting a mid-term review in 2022 to gauge residents' experiences and satisfaction with the multi-member arrangement and divisional boundaries.

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

Moved by Councillor Sheila Ireland: Seconded by Councillor Jacob Madsen:

That Council write to the Minister for State
Development, Infrastructure, Local Government and
Planning, The Honourable Steven Miles, requesting a
mid-term review in 2022 to gauge residents' experiences
and satisfaction with the multi-member arrangement
and divisional boundaries.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Harding Nil

Madsen
Ireland
Tully
Doyle
Fechner
Kunzelmann
Milligan
Jonic

The motion was put and carried.

17. QUESTIONS ON Nil **NOTICE**

MEETING CLOSED The meeting closed at 10.58 am.

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

GROWTH INFRASTRUCTURE AND WASTE COMMITTEE NO. 2021(09)

7 OCTOBER 2021

REPORT OF THE GROWTH INFRASTRUCTURE AND WASTE COMMITTEE FOR THE COUNCIL

COUNCILLORS' ATTENDANCE: Mayor Teresa Harding (Chairperson); Councillors Sheila

> Ireland, Jacob Madsen, Marnie Doyle, Andrew Fechner, Kate Kunzelmann, Russell Milligan and Deputy Mayor

Nicole Jonic

Councillor Paul Tully (Deputy Chairperson) was not present

at the commencement of the meeting and arrived at

9.07 am.

Nil COUNCILLOR'S APOLOGIES:

OFFICERS' ATTENDANCE: Acting Chief Executive Officer (Sonia Cooper), Acting

> General Manager Corporate Services (Sylvia Swalling), Acting General Manager Infrastructure and Environment (Kaye Cavanagh), Acting General Manager Coordination and Performance (Barbara Dart), General Manager Community, Cultural and Economic Development (Ben Pole), General Manager Planning and Regulatory Services (Peter Tabulo), Manager Development Planning (Anthony Bowles), Executive Services Manager (Wade Wilson), Manager, Capital Program Delivery (Graeme Martin), Acting Manager Infrastructure Strategy (Mary Torres), Manager, Senior Property Officer Tenure (Kerry Perrett), Manager Procurement (Richard White), Senior Digital Media and Content Officer (Jodie Richter), Manager,

> Communication and Engagement (Laura Bos), Chief of Staff, Office of the Mayor (Melissa Fitzgerald) and Theatre

Technician (Trent Gray)

DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

Nil

BUSINESS OUTSTANDING

Nil

CONFIRMATION OF MINUTES

1. <u>CONFIRMATION OF MINUTES OF THE GROWTH INFRASTRUCTURE AND WASTE</u> COMMITTEE NO. 2021(08) OF 2 SEPTEMBER 2021

DECISION

Moved by Mayor Teresa Harding:

Seconded by Councillor Andrew Fechner:

That the Minutes of the Meeting held on 2 September 2021 be confirmed.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Harding Nil

Ireland
Madsen
Doyle
Fechner
Kunzelmann
Milligan
Jonic

The motion was put and carried.

Councillor Jacob Madsen left the meeting at 9.01 am.

OFFICERS' REPORTS

2. <u>PROCUREMENT: DELEGATION TO CEO TO ENTER INTO CONTRACT FOR SUPPLY OF ELECTRICITY FOR LARGE CONTESTABLE SITES</u>

This is a report concerning the supply of electricity for large contestable sites under Local Buy contract 237-0313 for anticipated period from 1 January 2022 through to 31 December 2025 (3 years) for an approximate cost of \$5.2 million dollars excluding GST. This report is seeking delegation to the Chief Executive Officer (CEO) to enter into a contract under a Local Buy agreement for the supply of electricity for large contestable sites due to the restricted time frame for consideration and acceptance of an offer related to electricity price.

Councillor Jacob Madsen returned to the meeting at 9.03 am.

DECISION

Moved by Mayor Teresa Harding:

Seconded by Councillor Kate Kunzelmann:

- A. That pursuant to Section 234 of the *Local Government Regulation 2012* (Regulation), Council utilise LGA Arrangement BUS 237-0313 by Local Buy for the provision of electricity for large contestable sites (Council file reference number #16385), with a recommended retail electricity provider who is a party to the LGA Arrangement.
- B. That Council approve entering into a contract, including any ancillary contracts, with the recommended retail electricity provider pursuant to the LGA Arrangement for the approximate purchase price of \$5.2 million dollars excluding GST over the entire term, the end date of the initial term being 31 December 2025, with no options for extension.
- 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 NEGATIVE
Councillors: Councillors:
Harding Nil

Ireland
Madsen
Doyle
Fechner
Kunzelmann
Milligan
Jonic

The motion was put and carried.

3. PROPOSED DISPOSAL OF COUNCIL ASSET: 'MARBURG SULKY'

This is a report concerning the proposed disposal of a Council Asset, typically known as the 'Marburg sulky', via donation to the Marburg and District Residents Association.

Councillor Paul Tully arrived at the meeting at 9.07 am.

DECISION

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

That Council endorse the disposal of the 'Marburg sulky' by donating this asset to the Marburg and District Residents Association.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Harding Nil

Tully
Ireland
Madsen
Doyle
Fechner
Kunzelmann
Milligan
Jonic

The motion was put and carried.

4. KERB AND CHANNEL SUB-PROGRAM - PROJECT PRIORITISATION METHODOLOGY

This is a report regarding the proposed methodology to be used for prioritising future capital improvement projects in the kerb and channel sub-program of Council's capital works portfolio.

DECISION

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

That the methodology, as outlined in the report by the Senior Engineer (Hydraulics) dated 10 September 2021, for prioritising future capital improvement projects in the kerb and channel sub-program of Council's capital works portfolio, be endorsed.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Harding Nil

Tully
Ireland
Madsen
Doyle
Fechner
Kunzelmann
Milligan
Jonic

The motion was put and carried.

5. INFRASTRUCTURE AND ENVIRONMENT DEPARTMENT CAPITAL DELIVERY REPORT AUGUST 2021

This is a report concerning the performance of the capital delivery by the Infrastructure and Environment Department for the month of July 2021.

Officers across the whole Infrastructure and Environment Department are contributing the positive results seen in the early stages of the 2021-2022 financial year. The result is especially pleasing when compared to the rate of delivery achieved in previous financial years.

DECISION

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

That the report be received and the contents noted.

AFFIRMATIVE NEGATIVE Councillors: Councillors: Nil Harding

Tully Ireland Madsen Doyle **Fechner** Kunzelmann Milligan Jonic

The motion was put and carried.

5.1. MATTER ON NOTICE - ADVERTISING ON BUS SHELTERS - ADSHELL

Councillor Paul Tully queried if Council now receive the income for advertising on bus shelters.

Manager, Capital Program Delivery to investigate Councillor Tully's query on advertising and provide a response to councillors prior to the October Council **Ordinary Meeting.**

2021

6. EXERCISE OF DELEGATION REPORT

This is a report concerning applications that have been determined by delegated authority for the period 18 August 2021 to 22 September 2021

DECISION

Moved by Mayor Teresa Harding:

Seconded by Councillor Kate Kunzelmann:

That the report be received and the contents noted.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Harding Nil

Tully
Ireland
Madsen
Doyle
Fechner
Kunzelmann
Milligan
Jonic

The motion was put and carried.

7. 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 Mayor Teresa Harding:

Seconded by Councillor Kate Kunzelmann:

That the report be received and the contents noted.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Harding Nil

Tully Ireland Madsen Doyle Fechner Kunzelmann Milligan Jonic

The motion was put and carried.

NOTICES OF MOTION

Nil

MATTERS ARISING

Nil

PROCEDURAL MOTIONS AND FORMAL MATTERS

The meeting commenced at 9.00 am.

The meeting closed at 9.16 am.

GOVERNANCE AND TRANSPARENCY COMMITTEE NO. 2021(09)

7 OCTOBER 2021

REPORT OF THE GOVERNANCE AND TRANSPARENCY COMMITTEE FOR THE COUNCIL

<u>COUNCILLORS' ATTENDANCE:</u> Councillor Jacob Madsen (Chairperson); Councillors

Russell Milligan (Deputy Chairperson), Mayor Teresa Harding, Marnie Doyle, Kate Kunzelmann and Deputy

Mayor Nicole Jonic

COUNCILLOR'S APOLOGIES: Nil

OFFICERS' ATTENDANCE: Acting Chief Executive Officer (Sonia Cooper), Acting

General Manager Corporate Services (Sylvia Swalling),
Acting General Manager Infrastructure and Environment
(Kaye Cavanagh), Acting General Manager Coordination
and Performance (Barbara Dart), General Manager
Community, Cultural and Economic Development (Ben
Pole), General Manager Planning and Regulatory Services
(Peter Tabulo), Manager Development Planning (Anthony
Bowles), Manager, Senior Property Officer Tenure (Kerry
Perrett), Manager Procurement (Richard White), Senior
Digital Media and Content Officer (Jodie Richter),

Manager, People and Culture (Talia Love-Linay),

Workplace Relations Manager (Nick Sheehan), Manager,

Communication and Engagement (Laura Bos), and

Theatre Technician (Trent Gray)

DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

Nil

BUSINESS OUTSTANDING

Nil

CONFIRMATION OF MINUTES

1. <u>CONFIRMATION OF MINUTES OF THE GOVERNANCE AND TRANSPARENCY</u> <u>COMMITTEE NO. 2021(08) OF 2 SEPTEMBER 2021</u>

RECOMMENDATION

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

That the minutes of the Governance and Transparency Committee No. 2021(08) held on 2 September 2021 be confirmed.

AFFIRMATIVE NEGATIVE Councillors: Councillors: Madsen Nil

Milligan Harding Doyle

Kunzelmann

Jonic

The motion was put and carried.

OFFICERS' REPORTS

2. TRUSTEE LEASE RENEWAL TO AXICOM PTY LTD OVER 22 CHELMSFORD AVENUE, **IPSWICH**

This is a report concerning the proposed Trustee Lease renewal over part of trust land located at 22 Chelmsford Avenue, Ipswich, described as Lease CC in Lot 24 on I16262 on SP233721 between Ipswich City Council as Trustee (Council) and Axicom Pty Ltd (Axicom).

"The attachment/s to this report are confidential in accordance with section 254J(3)(g) of the Local Government Regulation 2012."

RECOMMENDATION

- A. That pursuant to section 236(2) of the Local Government Regulation 2012 (Regulation), Council resolve that the exception at section 236(1)(c)(vi) of the Regulation applies to the disposal of Council's interest as trustee, in land at 22 Chelmsford Avenue, Ipswich more particularly described as part of Lot 24 and Plan I16262, because it is for a lease for a telecommunication tower.
- В. That Council enter into a trustee lease (Council reference number 5360) with Axicom Pty Ltd (Trustee Lessee):
 - (i) at a commencing monthly rent of \$30,000 excluding GST, payable to Council
 - (ii) for a term of ten (10) years, with no options for extension.
- 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 *Local Government Regulation 2009*, in order to implement Council's decision.

Councillor Jacob Madsen proposed a variation to Recommendation B(i) to change the words 'monthly rent' to 'annual rent'.

RECOMMENDATION

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

- A. That pursuant to section 236(2) of the *Local Government Regulation 2012* (Regulation), Council resolve that the exception at section 236(1)(c)(vi) of the Regulation applies to the disposal of Council's interest as trustee, in land at 22 Chelmsford Avenue, Ipswich more particularly described as part of Lot 24 and Plan I16262, because it is for a lease for a telecommunication tower.
- B. That Council enter into a trustee lease (Council reference number 5360) with Axicom Pty Ltd (Trustee Lessee):
 - (i) at a commencing annual rent of \$30,000 excluding GST, payable to Council
 - (ii) for a term of ten (10) years, with no options for extension.
- 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 *Local Government Regulation 2009*, in order to implement Council's decision.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Madsen Nil

Milligan Harding Doyle

Kunzelmann

Jonic

The motion was put and carried.

3. PROCUREMENT - MOBILE DATA ANYWHERE SUBSCRIPTION

This is a report seeking Council resolution to continue the annual subscription renewals for the Mobile Data Anywhere (MDA) solution provided by Mobile Technologies Pty Ltd ABN 93 097 282 436.

This service subscription is used across Council. It is a cloud service that allows Council officers to access their projects online, manage their devices (mobile phones, laptops tablets), and access data anytime from anywhere. It is an

important enabler of a flexible and efficient workforce. A new solution is under consideration to better provide Council with a faster, systematic approach to this service with added cost saving benefits. Until this solution is implemented, an interim Council resolution is sought pursuant to section 235(b) of the *Local Government Regulation 2012* for the continuation of the specialised services provided.

A Council resolution is sought to approve the continuation of the annual renewals for the MDA subscription for up to two (2) x one (1) year periods from 1 November 2021 until 31 October 2023, at an estimated total cost of two hundred and eighty thousand dollars (\$280,000) excluding GST, if all annual renewal options are exercised up until 31 October 2023.

RECOMMENDATION

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

- A. That pursuant to Section 235(b) of the Local Government Regulation 2012 (Regulation), Council resolve that the exception applies because of the specialised nature of the services that are sought and that it would be impractical and disadvantageous to invite quotes or tenders for the provision of the Mobile Data Anywhere Subscription.
- B. That Council resolve it is satisfied to continue with, and to renew, the annual Mobile Data Anywhere Subscriptions with Mobile Technologies Pty Ltd for an initial period of up to two (2) x one (1) year extension options from 1 November 2021 until 31 October 2023 for an estimated total cost of up to two hundred and eighty thousand dollars (\$280,000) excluding GST.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Madsen Nil

Milligan Harding Doyle

Kunzelmann

Jonic

The motion was put and carried.

3.1. MATTER ON NOTICE - NUMBER OF MOBILE DEVICES UTILISING THE MOBILE DATA ANYWHERE SUBSCRIPTION IN THE FIELD

Mayor Teresa Harding queried how many mobile devices council had in the field that were utilising the Mobile Data Anywhere Subscription.

Manager, Procurement to investigate Mayor Harding's query regarding the number of mobile devices in the field that are utilising the Mobile Data Anywhere Subscription and provide a response to councillors prior to the October Council Ordinary Meeting.

4. <u>PROCUREMENT – VELOCITYEHS WORKPLACE HEALTH AND SAFETY MANAGEMENT SOFTWARE SUBSCRIPTION</u>

This a report seeking a resolution by Council to continue the annual subscription for the VelocityEHS Workplace Health and Safety management software system that is operationally utilised as part of Council's workplace health and safety compliance management.

This matter is required as officers seek Council resolution that the exception under section 235(a) of the *Local Government Regulation 2012* applies to the continuation of the key system provided. The proprietary nature of the incumbent supplier's Workplace Health and Safety Management system means that there is only one supplier who is reasonably available to continue providing the system. Further, due to the identified iVolve dependency of the Workplace Health and Safety Management system, it is more cost effective and disadvantageous to Council to tender for a different system until iVolve is able to deliver a final solution.

A resolution of Council is sought to approve the continuation of the annual subscription for the system with VelocityEHS Canada, Inc. each year for up to three (3) years for the period commencing 27 November 2021 and ending 26 November 2024. This is an estimated total cost of approximately ninety-nine thousand dollars (\$99,000.00) excluding GST for the full three (3) year period

RECOMMENDATION

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

A. That pursuant to Section 235(a) of the *Local Government Regulation 2012* (Regulation), Council resolve that the exception applies as it is satisfied that there is only one supplier who is reasonably available for the provision of the Workplace Health and Safety Management software system.

B. That Council enter into a contractual arrangement with VelocityEHS Canada, Inc. on a yearly basis for up to the next three (3) years at an approximate purchase price of \$99,000.00 excluding GST over the three (3) year period.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Madsen Nil

Milligan Harding Doyle

Kunzelmann

Jonic

The motion was put and carried.

5. PROCUREMENT - PROFESSIONAL DEVELOPMENT MAYOR AND COUNCILLORS

This is a report concerning the procurement of a professional development course for the Mayor and Councillors, without first inviting written quotes or tenders. Section 235(b) of the *Local Government Regulation 2012* allows a local government to enter into a medium and large sized contractual arrangement, if the local government resolves that the services provided are of a specialised nature.

"The attachment/s to this report are confidential in accordance with section 254J(3)(g) of the Local Government Regulation 2012."

RECOMMENDATION

Moved by Councillor Jacob Madsen: Seconded by Councillor Marnie Doyle:

- A. That pursuant to Section 235(b) of the Local Government Regulation 2012 (Regulation), Council resolves that the exception applies because of the specialised nature of the services that are sought and it would be impractical and disadvantageous to invite quotes for the provision of a bespoke professional development course tailored for the Mayor and Councillors.
- B. That Council enter into a contractual arrangement (RFQ17345) with the Australian Institute of Company Directors (ABN 11 008 484 197), at a purchase price of \$76,491 excluding GST over the entire term, being an initial term of one (1) year, with no options to extend.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Madsen Nil

Milligan Harding Doyle

Kunzelmann

Jonic

The motion was put and carried.

5.1. MATTER ON NOTICE - CONFIDENTIAL BACKGROUND PAPER

Mayor Teresa Harding queried why the background paper to Item 5 was confidential.

- A. Manager, Procurement to investigate if the confidential background paper should be confidential in relation to commercial in confidence information or whether the matter can be made available to the public.
- B. That a response be provided to all councillors prior to the October Council Ordinary Meeting.
- C. That if the paper is able to be made available to the public this be released prior to the October Council Ordinary Meeting.

6. PEOPLE AND CULTURE POLICIES FOR REPEAL

This is a report concerning People and Culture policies for repeal and for adoption. The People and Culture Branch (Corporate Services) has undertaken an audit of all policies under its control and identified policies which have now been replaced by Administrative Directives approved by the Chief Executive Officer.

RECOMMENDATION

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

- A. That the policy titled 'Workplace Health and Safety', as detailed in Attachment 1, be repealed and replaced with an updated policy as outlined in Recommendation D and detailed in Attachment 4.
- B. That the policy titled 'Employee Complaints Policy', as detailed in Attachment 2, be repealed.

- C. That the policy titled 'Anti-Discrimination and Equal Employment Opportunity (EEO) Policy', as detailed in Attachment 3, be repealed.
- D. That the updated policy titled 'Workplace Health and Safety', as detailed in Attachment 4 be adopted.

AFFIRMATIVE NEGATIVE Councillors: Councillors: Madsen Nil

Milligan Harding Doyle

Kunzelmann

Jonic

The motion was put and carried.

NOTICES OF MOTION

Nil

MATTERS ARISING

Nil

PROCEDURAL MOTIONS AND FORMAL MATTERS

The meeting commenced at 9.29 am.

The meeting closed at 9.47 am.

COMMUNITY, CULTURE, ARTS AND SPORT COMMITTEE NO. 2021(09)

7 OCTOBER 2021

REPORT OF THE COMMUNITY, CULTURE, ARTS AND SPORT COMMITTEE

FOR THE COUNCIL

<u>COUNCILLORS' ATTENDANCE:</u> 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 Community, Cultural and Economic

Development (Ben Pole), General Manager Planning and Regulatory Services (Peter Tabulo), Acting General

Manager Infrastructure and Environment (Kaye

Cavanagh), Acting General Manager Coordination and Performance (Barbara Dart), Acting General Manager Corporate Services (Sylvia Swalling), Content and Experience Manager (Matt Pascoe), Manager

Communication and Engagement (Laura Bos), Senior Digital Media and Content Officer (Jodie Richter), Customer Experience Coordinator (Anne Cahill),

Manager Economic and Community Development (Cat Matson), Manager Marketing and Promotions (Carly Gregory), Sport and Recreation Officer (Physical Activity) (Marnie Orr) and Theatre Technician (Trent

Gray)

ACKNOWLEDGEMENT OF COUNTRY

Councillor Andrew Fechner (Chairperson) moved a procedural motion to move outside of standing orders for an Acknowledgement of Country.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Fechner Nil

Kunzelmann Harding Madsen Jonic

The motion was put and carried.

Councillor Andrew Fechner moved a procedural motion to return to standing orders.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Fechner Nil

Kunzelmann Harding Madsen Jonic

The motion was put and carried.

DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

Nil

BUSINESS OUTSTANDING

Nil

CONFIRMATION OF MINUTES

1. <u>CONFIRMATION OF MINUTES OF THE COMMUNITY, CULTURE, ARTS AND SPORT COMMITTEE NO. 2021(08) OF 2 SEPTEMBER 2021</u>

RECOMMENDATION

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

That the minutes of the Community, Culture, Arts and Sport Committee No. 2021(08) held on 2 September 2021 be confirmed.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Fechner Nil

Kunzelmann Harding Madsen Jonic

The motion was put and carried.

OFFICERS' REPORTS

2. DRAFT ACTIVE IPSWICH STRATEGY 2031

This is a report concerning the endorsement of the Active Ipswich Strategy 2031 and the prioritised Implementation Plan contained within the Strategy.

RECOMMENDATION

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

- A. That Council endorse the Active Ipswich Strategy 2031, including the prioritised Implementation Plan.
- B. That Council nominate Councillor Andrew Fechner and Councillor Nicole Jonic as the elected officials to represent Council on the Healthy, Active Alliance as per the Active Ipswich Strategy 2031 Implementation Plan Action 1.1.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Fechner Nil

Kunzelmann Harding Madsen Jonic

The motion was put and carried.

3. DRAFT CUSTOMER EXPERIENCE STRATEGY

This is a report concerning Council's draft Customer Experience Strategy. The Customer Experience Strategy is a strategic framework designed to outline and guide the work of Council over the next three years. This report presents the document for endorsement (Attachment 1).

RECOMMENDATION

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

That Council endorse the Customer Experience Strategy as outlined in Attachment 1.

AFFIRMATIVE NEGATIVE Councillors: Councillors: Fechner Nil

Kunzelmann Harding Madsen Jonic

The motion was put and carried.

4. CIVIC AND CEREMONIAL EVENTS POLICY

This is a report concerning a recommendation for the adoption of the Civic and Ceremonial Events Policy which amends the current Civic Events Policy.

RECOMMENDATION

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

That the revised Civic Events Policy as detailed in Attachment 1 be adopted.

RECOMMENDATION

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

That the Civic Events Policy be amended as follows:

That page 2 of Attachment 2 under section 5. Scope, the words 'or Chief Executive Officer' be added to the last dot point (Other civic and ceremonial event approved by Council or the Chief Executive Officer).

The mover and seconded of the original motion agreed to the proposed amendment.

RECOMMENDATION

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

That the revised Civic Events Policy as detailed in Attachment 1 be adopted with an amendment to the policy as follows:

That page 2 of Attachment 2 under section 5. Scope, the words 'or Chief Executive Officer' be added to the last dot point (Other civic and ceremonial events approved by Council or the Chief Executive Officer).

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Fechner Nil

Kunzelmann Harding Madsen Jonic

The motion was put and carried.

5. QUARTERLY EVENT SPONSORSHIP AND TICKET ALLOCATION REPORT

This is a receive and note report concerning event sponsorship approved in the period 1 July to 30 September 2021. This quarterly report to the Community, Culture, Arts and Sport Committee is required under the Event Sponsorship Policy.

RECOMMENDATION

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

- A. That Council note the following event sponsorship was approved during the 1 July to 30 September 2021 period:
 - Category 1 Event Sponsorship of \$25,000 ex GST and marketing in-kind support to Tivoli Social Enterprises Ltd. for the '2021 New Year's Eve Countdown with Colour'.
- B. That Council note there were no event sponsorship ticket allocations made.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Fechner Nil

Kunzelmann Harding Madsen Jonic

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 10.31 am.

ECONOMIC AND INDUSTRY DEVELOPMENT COMMITTEE NO.2021(09)

7 OCTOBER 2021

REPORT OF THE ECONOMIC AND INDUSTRY DEVELOPMENT COMMITTEE FOR THE COUNCIL

<u>COUNCILLORS' ATTENDANCE:</u> Deputy Mayor Nicole Jonic (Chairperson); Councillors Jacob

Madsen (Deputy Chairperson), Mayor Teresa Harding, Kate Kunzelmann, Andrew Fechner and Marnie Doyle

(Observer)

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

Infrastructure and Environment (Kaye Cavanagh), Acting General Manager Coordination and Performance (Barbara Dart), Acting General Manager Corporate Services (Sylvia Swalling), Executive Services Manager (Wade Wilson), Manager Communications and Engagement (Laura Bos), Senior Digital Media and Content Officer (Jodie Richter), Manager Economic and Community Development (Cat Matson), Emergency Management and Sustainability Manager (Matthew Pinder), Acting Manager Environment and Sustainability (Phil A Smith) and Theatre Technician

(Trent Gray)

DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

Nil

BUSINESS OUTSTANDING

Nil

CONFIRMATION OF MINUTES

1. <u>CONFIRMATION OF MINUTES OF THE ECONOMIC AND INDUSTRY DEVELOPMENT COMMITTEE NO. 2021(08) OF 2 SEPTEMBER 2021</u>

RECOMMENDATION

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

That the minutes of the Economic and Industry Development Committee No. 2021(08) held on 2 September 2021 be confirmed.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Madsen Nil

Harding Kunzelmann Fechner Jonic

The motion was put and carried.

OFFICERS' REPORTS

2. SMALL BUSINESS EDUCATION PROGRAM

This is a report concerning Council's education programming for small businesses. The program has been developed to build local business capability so Ipswich small businesses have the skills, knowledge and resources they need to grow revenues, increase confidence and create local jobs.

RECOMMENDATION

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

That the Small Business Education Program report be received and the contents noted.

AFFIRMATIVE NEGATIVE Councillors: Councillors: Madsen Nil

Harding Kunzelmann Fechner Jonic

The motion was put and carried.

NOTICES OF MOTION

Nil

MATTERS ARISING

Nil

PROCEDURAL MOTIONS AND FORMAL MATTERS

The meeting commenced at 10.54 am.

The meeting closed at 11.03 am.

ENVIRONMENT AND SUSTAINABILITY COMMITTEE NO. 2021(09)

7 OCTOBER 2021

REPORT OF THE ENVIRONMENT AND SUSTAINABILITY COMMITTEE FOR THE COUNCIL

<u>COUNCILLORS' ATTENDANCE:</u> Councillor Russell Milligan (Chairperson); Councillors

Andrew Fechner (Deputy Chairperson), Jacob Madsen, Kate

Kunzelmann, Mayor Teresa Harding and Marnie Doyle

(Observer)

COUNCILLOR'S APOLOGIES: Nil

OFFICERS' ATTENDANCE: Acting Chief Executive Officer (Sonia Cooper), Acting

General Manager Infrastructure and Environment (Kaye Cavanagh), General Manager Community, Cultural and Economic Development (Ben Pole), General Manager Planning and Regulatory Services (Peter Tabulo), Acting General Manager Corporate Services (Sylvia Swalling), Acting General Manager Coordination and Performance (Barbara Dart), Manager Communications and Engagement (Laura Bos), Senior Digital Media and Content Officer (Jodie Richter), Manager Economic and Community Development (Cat Matson), Emergency Management and Sustainability Manager (Matthew Pinder), Acting Manager Environment and Sustainability (Phil A Smith), Project Manager (Greg Thomas), Chair – Retail Sub-Project Sub Committee (James Hepburn), Communications, Events and Engagement Manager (Karyn Sutton), Executive Services Manager

(Wade Wilson) and Theatre Technician (Trent Gray)

DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

Nil

BUSINESS OUTSTANDING

Nil

CONFIRMATION OF MINUTES

1. <u>CONFIRMATION OF MINUTES OF THE ENVIRONMENT AND SUSTAINABILITY</u> <u>COMMITTEE NO. 2021(08) OF 2 SEPTEMBER 2021</u>

RECOMMENDATION

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

That the minutes of the Environment and Sustainability Committee No. 2021(08) held on 2 September 2021 be confirmed.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Milligan Nil

Fechner Harding Madsen Kunzelmann

The motion was put and carried.

OFFICERS' REPORTS

2. BREMER CATCHMENT MANAGEMENT OFFICER - PROGRESS OF RECRUITMENT IN PARTNERSHIP WITH SCENIC RIM COUNCIL AND SOUTH EAST QUEENSLAND COUNCIL OF MAYORS

This is a report concerning the progress of recommendations from the report to the Environment and Sustainability Committee 11 March 2021 (Attachment 1) concerning The Bremer River Catchment Manager Role. Specifically, Ipswich City Council's partnership with Scenic Rim Regional Council and the South East Queensland Council of Mayors (CoMSEQ) through the Resilient Rivers Initiative (RRI) and supporting the establishment of a Bremer River Catchment Management Officer role.

RECOMMENDATION

Moved by Councillor Jacob Madsen: Seconded by Councillor Kate Kunzelmann:

That the report be received and the contents noted.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Milligan Nil

Fechner Harding Madsen Kunzelmann

The motion was put and carried.

3. REVIEW AND UPDATE OF THE LOCAL DISASTER MANAGEMENT SUB PLAN - PUBLIC INFORMATION AND WARNINGS

This is a report concerning the review and amendments to the Local Disaster Management Sub Plan – Public Information and Warnings.

RECOMMENDATION

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

- A. That the Local Disaster Management Sub Plan Public Information and Warnings, as detailed in Attachment 3 be approved.
- B. That the Chief Executive Officer, in consultation with the Mayor, be authorised to make amendments deemed necessary based on further comment received from members of the Local Disaster Management Group, who form part of the governance arrangements for the adoption of this plan.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Milligan Nil

Fechner Harding Madsen Kunzelmann

The motion was put and carried.

4. 2021-2022 SEASONAL PREPAREDNESS

This is a report concerning council's preparedness activities in relation to the 2021-2022 severe weather season, which typically runs from October through April. In addition to an increasing chance of La Niña, which typically brings more

rainfall to Queensland, the Bureau of Meteorology forecast for October to December currently indicates that South East Queensland is likely to experience warmer than average nights and above average rainfall.

RECOMMENDATION

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

That the report be received and the contents noted.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Milligan Nil

Fechner Harding Madsen Kunzelmann

The motion was put and carried.

NOTICES OF MOTION

Nil

MATTERS ARISING

Nil

PROCEDURAL MOTIONS AND FORMAL MATTERS

The meeting commenced at 11.13 am.

The meeting closed at 11.25 am.

IPSWICH CENTRAL REDEVELOPMENT COMMITTEE NO. 2021(09)

7 OCTOBER 2021

REPORT OF THE IPSWICH CENTRAL REDEVELOPMENT COMMITTEE FOR THE COUNCIL

<u>COUNCILLORS' ATTENDANCE:</u> Councillor Marnie Doyle (Chairperson); Mayor Teresa

Harding, Councillors Kate Kunzelmann, Russell Milligan and Deputy Mayor Nicole Jonic (Deputy Chairperson)

COUNCILLOR'S APOLOGIES: Nil

OFFICERS' ATTENDANCE: Acting Chief Executive Officer (Sonia Cooper), Acting

General Manager Infrastructure and Environment (Kaye Cavanagh), General Manager Community, Cultural and Economic Development (Ben Pole), General Manager Planning and Regulatory Services (Peter Tabulo), Acting General Manager Corporate Services (Sylvia Swalling), 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), Manager Communications and Engagement (Laura Bos), Senior Digital Media and Content Officer (Jodie Richter) and (Theatre Technician)

Trent Gray

DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

Nil

BUSINESS OUTSTANDING

Nil

CONFIRMATION OF MINUTES

1. <u>CONFIRMATION OF MINUTES OF THE IPSWICH CENTRAL REDEVELOPMENT</u>
<u>COMMITTEE NO. 2021(08) OF 2 SEPTEMBER 2021</u>

RECOMMENDATION

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

21 OCTOBER 2021

That the minutes of the Ipswich Central Redevelopment Committee No. 2021(08) held on 2 September 2021 be confirmed.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Doyle Nil

Harding Kunzelmann Milligan Jonic

The motion was put and carried.

OFFICERS' REPORTS

2. <u>NICHOLAS ST PRECINCT - RETAIL SUB-PROJECT STEERING COMMITTEE REPORT SEPTEMBER 2021</u>

This is a report concerning the September 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 St Precinct redevelopment.

RECOMMENDATION

Moved by Mayor Teresa Harding: Seconded by Deputy Mayor Nicole Jonic:

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

Councillor Kate Kunzelmann moved an amendment to the recommendation with the addition of the following Recommendation:

That Attachment 1 titled Draft RSPSC Minutes – September 2021 be amended by removing Councillor Kunzelmann from the Observers list.

After discussion Councillor Kunzelmann withdrew the proposed amendment.

RECOMMENDATION

Moved by Mayor Teresa Harding: Seconded by Deputy Mayor Nicole Jonic:

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

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Doyle Nil

Harding Kunzelmann Milligan Jonic

The motion was put and carried.

3. <u>NICHOLAS STREET PRECINCT - COMMUNICATIONS, ENGAGEMENT AND EVENTS REPORT AUGUST 2021</u>

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

RECOMMENDATION

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

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

Councillor Kate Kunzelmann proposed an amendment to the officer's report:

That the opening hours of the Bradfield Bridge as outlined on page 31 of the agenda be replaced with 'open 6.00 am to 9.00 pm' instead of 'open 6.00 am to 9.00 am'.

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

RECOMMENDATION

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

- A. That the Nicholas Street Precinct Communications, Engagement and Events Monthly Report be received and the contents noted.
- B. That the opening hours of the Bradfield Bridge as outlined on page 32 of the agenda be replaced with 'open 6.00 am to 9.00 pm' instead of 'open 6.00 am to 9.00 am'.

AFFIRMATIVE NEGATIVE
Councillors: Councillors:
Doyle Nil

Harding Kunzelmann Milligan Jonic

The motion was put and carried.

NOTICES OF MOTION

Nil

MATTERS ARISING

Nil

PROCEDURAL MOTIONS AND FORMAL MATTERS

The meeting commenced at 11.35 am.

The meeting closed at 12.00 pm.

Doc ID No: A7539844

ITEM: 15.1

SUBJECT: CEO ORGANISATIONAL PERFORMANCE REPORT FOR SEPTEMBER 2021

AUTHOR: ACTING CHIEF EXECUTIVE OFFICER

DATE: 7 SEPTEMBER 2021

EXECUTIVE SUMMARY

The report for this month is the third of the new financial year for Council and the progression of the quarter 1 period (July-September 2021).

During another challenging month, with the continuing response to the COVID-19 Pandemic, the Council organisation has strived to continue to improve, to seize the opportunities that present and deliver our diverse range of services to the Ipswich community.

The Council team at large is now delivering iFuture, our Annual Plan and Budget for 2021-2022 focussed on the delivery of an array of projects and core services to the community while continuing to meet our legislative obligations.

RECOMMENDATION

That the Chief Executive Officer Organisational Performance Report for September 2021 be received and the contents noted.

BACKGROUND

1. Current Significant Matters

- The Infrastructure and Environment Department had a capital budget of \$18.5 million over the first quarter of the financial year. The Department has delivered approximately \$18.7 million in the first quarter. This result continues the early achievement of delivering a balanced program of work across the full financial year. While there have been some underspends and overspends on individual projects, there have been no significant variations to scope or cost that fall outside of the normal project variance expectations. Impacts from delays in global delivery chains for goods sourced overseas in particular heavy vehicles have not impacted Council to date, however it is anticipated that there will be some delivery impacts later in the financial year.
- Significant milestones were reached with the endorsement of the *Customer Experience Strategy* and the *Active Ipswich Strategy* at the Community, Culture, Arts and Sport Committee earlier this month and recommended for approval at today's Ordinary Council Meeting. These strategies are catalyst projects in our Corporate and Annual Plans and demonstrate our commitment to improving our customers' experience of Council and our services and helping to improve access to active and

healthy lifestyles for our residents. The implementation of these strategies, as with all of our strategies, needs to be considered in our annual planning and budget each year for funding.

• In September, Council commenced community consultation on the Strengthening Ipswich Communities Plan. The Strengthening Ipswich Communities Plan will be Council's 20-year plan for community facilities. Council plans and provides for a range of community facilities including libraries, recreational and play spaces, meeting rooms and cultural & arts spaces. We encourage those that haven't had their say during this phase of the engagement to go to the Strengthening Ipswich Communities Plan Project on Shape Your Ipswich before the closing date of 31 October 2021.

The link is: https://www.shapeyouripswich.com.au/strengthening-ipswich-communities-plan

 Another significant matter to highlight is the Annual Report for 2020-2021 which is on the Ordinary Council Meeting agenda for today.

2. Workplace Health and Safety

Council is continuing to focus heavily on workforce health, safety and wellbeing. The **Lost Time Injury Frequency Rate (LTIFR)** is 7.55 which is lower than last month (9.32). This equates to 7.5 lost time injuries every six (6) months. The state average is 14.08. **Lost time severity rate** is 21.8 which is slightly lower than last month. The state average is 31.61 (Total days lost for each LTI).

There was very good safety performance across the whole organisation for the month of September, with the injury rate 40% less than this time last year. Our high-risk areas have achieved a very solid safety record for September:

- Construction (Capital Projects Delivery) had zero incidents for the months of August and September 2021;
- Works and Field Services recorded only one (1) injury for 380 workers.

3. Update on Corporate/Operational Plans

The Quarter 1 Performance Report on the 2021-2022 Operational (Annual) Plan will be presented to the November 2021 Council meeting.

The plans and latest published quarterly report 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

4. Major Key Performance Indicators

People and Culture

- Council's workforce 'head count' as at 30 September 2021 is 1408 and is shown with 1065 full-time (1074 in August), 133 part-time (132 in August); 109 casual (109 in August) and 101 contingency (99 in August) staff.
- Turnover rate for September 2021 is currently tracking at 13.5% (rate of 12% in August) which is closer again to the level prior to the outbreak of the COVID-19 Pandemic.

Finance

Council's overall YTD net result as at the end of September, is below budget with a net surplus (including capital revenues) of \$14.2 million compared to the YTD budgeted of \$22.8 million due to less donated assets received. The operating position of Council is ahead of budget with a YTD deficit of \$1.9 million compared to a YTD budget of \$3.5 million. This is a result of operating revenue being ahead of budget which is slightly offset by YTD operating expenses being \$200k above budget.

Capital expenditure YTD including for the Nicholas Street Precinct was \$33.8 million, which is \$5.6 million below budget, also related to the timing of the Nicholas Street projects.

Council's financial performance report is tabled via a separate report to Council every month.

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. A new monthly report on the program and its progress is tabled each month via a separate report to the Growth, Infrastructure and Waste Committee. The latest report as part of the agenda and minutes of the Committee can be found on Council's website at https://ipswich.infocouncil.biz/.

5. Risk and Compliance Update

Corporate Risk Register

Council's corporate risk register is reported through Council's Audit and Risk Management Committee which is held approximately every quarter. Council's corporate risk register is reviewed every two months at the Executive Leadership Team (ELT) Risk Committee Meeting.

Exceptions/Issues to report: Nil to report.

Legal Matters

An overview of all current active court proceedings 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.
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 Policy Transformation Directive. Education on the waste stream / key data sets. Links to similar projects of interest.

5 10 10 1		0
Food Organics Garden	Infrastructure and	Closed page for participants of
Organics trial closed	Environment	the FOGO trial. Forum to find
page	Department	information, ask questions and
		complete a baseline survey.
		Information on the FOGO trial for
		the broader community is
		published on Council's public
		website.
Sustainability Strategy	Infrastructure and	To socialise and consult the
	Environment	community on the draft
	Department	Sustainability Strategy, before it is
		finalised and reported to Council.
Strengthening Ipswich	Planning and	To seek community's
Communities Plan	Regulatory Services	sentiment/feedback regarding
	Department	the needs and aspirations of
		social infrastructure across the
		city, for the next 20 years.

Projects that will open in the next month

Project Name	Project Lead (Council Department)	Purpose of engagement
Cycling through our CBD ¹	Infrastructure and Environment	To inform community of the Ipswich Inner CBD Cycle network,
	Department	and to seek feedback which will be considered in project design.
Cameron Park playground design ²	Infrastructure and Environment	To seek community input that will inform the concept design for
playground design	Department	Cameron Park playground
Memorabilia Project	Coordination and Performance Department	upgrade and associated works. To disclose the memorabilia catalogue to the community; update the community on Council's resolution regarding how items will be distributed; and to allow community members to claim any items originally owned by them.

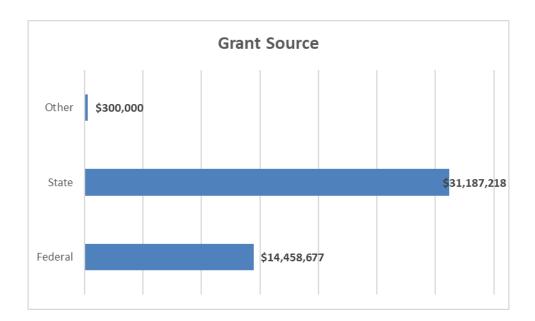
 $^{^{\}rm 1}$ Community engagement planning in early stages. Launch may occur in November.

² Community engagement planning in early stages. Launch may occur in November.

7. External Funding

Council's in Queensland may receive funding (Grants) from the Federal and State Governments. Council currently has 118 active grant projects with funding commitments of \$45.9 million.

A summary of the grant revenue portfolio is provided below:





8. Council Resolutions

Number of resolutions finalised during the month: 66

Number of resolutions in progress at the end of the month: 65

LEGAL/POLICY BASIS

This report and its recommendations are consistent with the following legislative provisions: Local Government Act 2009 Local Government Regulation 2012

HUMAN RIGHTS IMPLICATIONS

HUMAN RIGHTS IMPACTS

RECEIVE AND NOTE REPORT

The recommendation states that the report be received and the contents noted. The decision to receive and note the report does not limit human rights. Therefore, the decision is compatible with human rights.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1. Actions report as at 14 October 2021 U

CONFIDENTIAL

2. Legal Services Confidential Attachment for CEO Organisation Performance Report for September 2021

IPSWICH CITY COUNCIL ACTIONS REPORT	Printed: Tuesday, 12 October 2021	
Total actions in progress: 65	Date From:	26/04/2020
Total actions completed since last report: 66	Date To:	12/10/2021

COMMUNITY, CULTURE, ARTS AND SPORT COMMITTEE

Actions in progress: 7

Meeting	Dept	Item	Title	Expected Completion Date
Community, Culture, Arts and Sport Committee 17/09/2020	Community, Cultural and Economic Development Department	5	Rosewood Community Centre	1/10/2020
Community, Culture, Arts and Sport Committee 11/03/2021	Community, Cultural and Economic Development Department	6	Notice of Motion - Civic Celebrations	ТВА
**Community, Culture, Arts and Sport Committee 2/09/2021	Community, Cultural and Economic Development Department	2	Indigenous Accord 2020 - 2025 Milestone Report	ТВА
**Community, Culture, Arts and Sport Committee 2/09/2021	Community, Cultural and Economic Development Department	3	1 Nicholas Street - Fees and Charges for Community and Commercial Use	ТВА
**Community, Culture, Arts and Sport Committee 2/09/2021	Corporate Services Department	3	1 Nicholas Street - Fees and Charges for Community and Commercial Use	ТВА
**Community, Culture, Arts and Sport Committee 2/09/2021	Community, Cultural and Economic Development Department	5	Major Event Sponsorship - 2021 Countdown with Colour New Year's Eve Event	ТВА
**Community, Culture, Arts and Sport Committee 2/09/2021	Community, Cultural and Economic Development Department	6	Community Christmas Carols 2021	ТВА

COMMUNITY, CULTURE, ARTS AND SPORT COMMITTEE

Actions completed since 6 September 2021: 1

Meeting	Dept	Item	Title	Expected Completion Date
Community, Culture, Arts	Corporate Services	1		4/05/2021
and Sport Committee	Department		Procurement: Library Collection Resources	
15/04/2021				

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COUNCIL

Actions in progress: 29

Meeting	Dept	Item	Title	Expected Completion Date
Council 28/07/2020	Corporate Services Department	15.4	Disposal of Council Administration Assets	31/10/2021
Council 28/01/2021	Planning and Regulatory Services Department	15.1	Review of Footpath Dining	31/01/2022
Council 25/02/2021	Coordination and Performance Department	15.4	Local Roads and Community Infrastructure Program (Round 2) Funding Allocation	ТВА
Council 25/02/2021	Corporate Services Department	16.1	Notice of Motion - Property Valuations	18/10/2021
Council 25/02/2021	Infrastructure and Environment Department	15.5	Naming of Your Places and Spaces - Community Engagement Report	TBA
Council 25/03/2021	Community, Cultural and Economic Development Department	16.2	Notice of Motion - Customer Service	ТВА
Council 25/03/2021	Coordination and Performance Department		Mayoral Minute - Recruitment of Chief Executive Officer	1/11/2021
Council 25/03/2021	Corporate Services Department		Mayoral Minute - Recruitment of Chief Executive Officer	30/10/2021
Council 25/03/2021	Coordination and Performance Department	13.1	Drug & Alcohol Policy (Councillors)	30/11/2021
Council 25/03/2021	Coordination and Performance Department	15.4	Memorabilia Items	31/12/2021
Council 25/03/2021	Infrastructure and Environment Department	15.1	Naming of Your Places and Spaces - Community Engagement Report	TBA
Council 29/04/2021	Coordination and Performance Department	15.1	Appointment of Deputy Mayor until April 2022	TBA
Council 29/04/2021	Corporate Services Department	15.7	Proposed renewal of lease over 116 Brisbane Street, Ipswich to Rajesh Sharma	30/11/2021
Council 27/05/2021	Infrastructure and Environment Department	16.1	Notice of Motion - Emergency Works to Unformed Damaged Roads	TBA
Council 24/06/2021	Planning and Regulatory Services Department	16.2	Notice of Motion - Council support for federal funding request by Springfield City Group - Stage 3 Robelle Domain	1/12/2021
Council 22/07/2021	Community, Cultural and Economic Development Department	16.1	Notice of Motion - Local Offices at Springfield Central Library, Redbank Plains Library and Rosewood Library	ТВА
Council 22/07/2021	Coordination and Performance Department	16.1	Notice of Motion - Local Offices at Springfield Central Library, Redbank Plains Library and Rosewood Library	31/12/2021
Council 22/07/2021	Community, Cultural and Economic Development Department	8.1	Hack for Community Impact	ТВА
Council 22/07/2021	Infrastructure and Environment Department	15.2	Provisional Projects	ТВА
Council 22/07/2021	Infrastructure and Environment Department	16.1	Notice of Motion - Local Offices at Springfield Central Library, Redbank Plains Library and Rosewood Library	30/09/2021
Council 19/08/2021	Community, Cultural and Economic Development Department	15.7	Notice of Motion Response - Councillor Local Office Space	ТВА

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Total actions completed since last report: 66	Date To: 1	2/10/2021

Council 19/08/2021	Coordination and	15.7	Notice of Motion Response - Councillor Local	31/12/2021
Council 19/08/2021	Performance Department		Office Space	
	Coordination and	15.3	Request for Quarterly Reports to the Department	TBA
Council 19/08/2021	Performance Department		of State Development, Infrastructure, Local	
			Government and Planning	
Council 19/08/2021	Corporate Services	15.8	Procurement: Hire of Waste Collection /	TBA
Council 19/08/2021	Department		Compaction Vehicle	
Council 10/09/2021	Infrastructure and		Public Participation	TBA
Council 19/08/2021	Environment Department		Public Participation	
C	Infrastructure and	15.11	Sub-Regional Waste Alliance - Recycling	TBA
Council 19/08/2021	Environment Department		Modernisation Fund	
C	Infrastructure and	7	Presentation of Petition - Siedofsky Street,	30/11/2021
Council 19/08/2021	Environment Department		Redbank Plains	
**C: 16/00/2021	Coordination and	16.1	Notice of Motion - Mid-Term Review - Multi-	29/10/2021
**Council 16/09/2021	Performance Department		Member Arrangement and Divisional Boundaries	
**C	Infrastructure and	15.4	Description of Description	5/10/2021
**Council 16/09/2021	Environment Department		Provisional Projects	

COUNCIL

Actions completed since 6 September 2021: 20

Meeting	Dept	Item	Title	Expected Completion Date
Council 28/01/2021	Corporate Services Department	15.11	Nicholas Street Precinct Cinema Complex Operator	16/02/2021
Council 28/01/2021	Coordination and Performance Department	15.13	Nicholas Street Precinct Community Safety & Activation Engagement Report	16/02/2021
Council 28/01/2021	Infrastructure and Environment Department	16.5	Notice of Motion - Ti-Tree Bio Energy Contributions on the Transparency and Integrity Hub	16/02/2021
Council 25/02/2021	Corporate Services Department	13.1	Unreasonable Customer Conduct Policy	16/03/2021
Council 25/02/2021	Corporate Services Department	15.7	Tender No. 15218 - Trevor Street, Bellbird Park - Road Rehabilitation	16/03/2021
Council 25/02/2021	Corporate Services Department	15.8	Tender No. 16063 - Civil and Bridge Construction Works - Springfield Parkway and Springfield Greenbank Arterial, Springfield	16/03/2021
Council 25/02/2021	Infrastructure and Environment Department	15.2	Public Monuments and Memorials - Assessment of Applications	16/03/2021
Council 25/02/2021	Infrastructure and Environment Department	15.1	Resolution to close public land - 2020-2021 Fire Season fuel reduction program	16/03/2021
Council 25/02/2021	Infrastructure and Environment Department	15.3	Ti Tree Bioenergy Payments - Project Development Process and Governance Framework	16/03/2021
Council 25/03/2021	Infrastructure and Environment Department	15.2	Mowing Season 2020-2021	13/04/2021
Council 25/03/2021	Infrastructure and Environment Department	16.3	Notice of Motion - Expedited Kerb and Channel Program	30/09/2021
Council 29/04/2021	Corporate Services Department	15.5	Updated Asset Accounting Policy	18/05/2021
Council 29/04/2021	Infrastructure and Environment Department	7	Presentation of Petitions - France Street, Eastern Heights	30/09/2021
Council 27/05/2021	Coordination and Performance Department		Condolence Motion - Sir Llew Edwards	15/06/2021

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	Coordination and	16.1	Notice of Motion - Support of bid by Brisbane	13/07/2021
Council 24/06/2021	Performance Department		Jets for the next NRL team in southeast	
			Queensland	
	Corporate Services	15.5	Planning and Environment Court Landfill/Waste	13/07/2021
Council 24/06/2021	Department		Appeals 3473/19, 4101/19 and 912/20 - Legal	
			Expenditure	
	Corporate Services	15.5	Planning and Environment Court Landfill/Waste	13/07/2021
Council 24/06/2021	Department		Appeals 3473/19, 4101/19 and 912/20 - Legal	
			Expenditure	
Council 10/09/2021	Corporate Services	15.10	2021 Asset Revaluation	7/09/2021
Council 19/08/2021	Department		2021 Asset Revaluation	
**Council 16/09/2021	Corporate Services	15.3	Books and Cultura Stratogy 2021 2026	5/10/2021
	Department		People and Culture Strategy 2021 - 2026	
**Council 16/09/2021	Planning and Regulatory	15.6	Development Application Recommendation -	5/10/2021
	Services Department		Wanless Landfill and Waste Transfer/Resource	
			Recovery Facility at Ebenezer	

IPSWICH CITY COUNCIL ACTIONS REPORT	TY COUNCIL ACTIONS REPORT Printed: Tuesday, 12 October 2021	
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ECONOMIC AND INDUSTRY DEVELOPMENT COMMITTEE

Actions in progress: 4

Meeting	Dept	Item	Title	Expected Completion Date
Economic and Industry Development Committee 15/10/2020	Community, Cultural and Economic Development Department	1	Ipswich Exceptional Experiences - Tourism Development Program	ТВА
Economic and Industry Development Committee 8/07/2021	Community, Cultural and Economic Development Department	2	Small Business Funding Program	ТВА
Economic and Industry Development Committee 5/08/2021	Community, Cultural and Economic Development Department	2	Council of Mayors South East Queensland 2021- 2022 Membership	ТВА
**Economic and Industry Development Committee 2/09/2021	Community, Cultural and Economic Development Department	3	Chambers of Commerce - 2021-2022 Partnership Agreements	ТВА

ECONOMIC AND INDUSTRY DEVELOPMENT COMMITTEE

Actions completed since 6 September 2021: Nil

IPSWICH CITY COUNCIL ACTIONS REPORT	Printed: Tuesda	y, 12 October 2021
Total actions in progress: 65	Date From:	26/04/2020
Total actions completed since last report: 66	Date To:	12/10/2021

ENVIRONMENT AND SUSTAINABILITY COMMITTEE

Actions in progress: 5

Meeting	Dept	Item	Title	Expected Completion Date
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	ТВА
Environment and Sustainability Committee 11/03/2021	Corporate Services Department	4	Cherish the Environment Foundation	ТВА
Environment and Sustainability Committee 11/03/2021	Infrastructure and Environment Department	3	Assessment of 12-26 Eugene Street Bellbird Park for Enviroplan acquisition	ТВА
**Environment and Sustainability Committee 2/09/2021	Infrastructure and Environment Department	2	Traditional Owner Reference Group	ТВА
**Environment and Sustainability Committee 2/09/2021	Infrastructure and Environment Department	3	Ipswich Rivers Improvement Trust 2021-2022 Annual Precept	30/11/2021

ENVIRONMENT AND SUSTAINABILITY COMMITTEE

Actions completed since 6 September 2021: 12

Meeting	Dept	Item	Title	Expected Completion Date
Environment and Sustainability Committee 11/03/2021	Infrastructure and Environment Department	4	Cherish the Environment Foundation	30/09/2021
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	30/03/2021
Environment and Sustainability Committee 15/04/2021	Infrastructure and Environment Department	2	Little Liverpool Range Initiative Update	4/05/2021
Environment and Sustainability Committee 13/05/2021	Infrastructure and Environment Department	2	Traditional Land Access Policy - Reveiw	1/06/2021
Environment and Sustainability Committee 8/07/2021	Infrastructure and Environment Department	2	Adoption of ICC Environmental Offsets Policy	27/07/2021
Environment and Sustainability Committee 8/07/2021	Infrastructure and Environment Department	3	Review of Local Disaster Management Plan 2021	27/07/2021
Environment and Sustainability Committee 5/08/2021	Infrastructure and Environment Department	2	Bremer River Shopping Trolley Clean Up Program Report for 2020-2021	24/08/2021
**Environment and Sustainability Committee 2/09/2021	Coordination and Performance Department	9	Deputy Chairpersons for the Local Disaster Management Group and the Local Recovery and Resilience Group	21/09/2021
**Environment and Sustainability Committee 2/09/2021	Corporate Services Department	4	Natural Environment Policy	21/09/2021

IPSWICH CITY COUNCIL ACTIONS REPORT	Printed: Tuesda	y, 12 October 2021
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**Environment and	Infrastructure and	4		21/09/2021
Sustainability Committee	Environment Department		Natural Environment Policy	
2/09/2021				
**Environment and	Infrastructure and	5	Ipswich Platypus e-DNA Monitoring Report for	21/09/2021
Sustainability Committee	Environment Department		2020-2021	
2/09/2021			2020-2021	
**Environment and	Infrastructure and	9	Deputy Chairpersons for the Local Disaster	21/09/2021
Sustainability Committee	Environment Department		Management Group and the Local Recovery and	
2/09/2021			Resilience Group	

IPSWICH CITY COUNCIL ACTIONS REPORT	Printed: Tuesday, 12 October 2021	
Total actions in progress: 65	Date From:	26/04/2020
Total actions completed since last report: 66	Date To:	12/10/2021

GOVERNANCE AND TRANSPARENCY COMMITTEE

Actions in progress: 9

Meeting	Dept	Item	Title	Expected Completion Date
Governance and Transparency Committee 15/10/2020	Corporate Services Department	1	Acquisition of Leasehold Land - Champions Way Truncation	31/12/2021
Governance and Transparency Committee 11/02/2021	Corporate Services Department	4	Acquisition of Land for INF02414 Road Purposes Redbank Plains Road Stage 3	1/12/2021
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	ТВА
Governance and Transparency Committee 11/02/2021	Corporate Services Department	6	Acquisition of Drainage Easements for INF04089 Local Drainage Rehabilitaion Project Pryde and Hume Street, Woodend	ТВА
Governance and Transparency Committee 15/04/2021	Corporate Services Department	5	Procurement - Cultural Landscape Values Investigation Agreement	29/10/2021
Governance and Transparency Committee 10/06/2021	Corporate Services Department	4	Procurement - Overdrive subcription for eResources	TBA
Governance and Transparency Committee 10/06/2021	Corporate Services Department	5	New Trustee Lease over Reserve for Recreation Purposes to Australian Crawl (Goodna) Pty Ltd over 256 Brisbane Road, Bundamba	30/11/2021
**Governance and Transparency Committee 2/09/2021	Corporate Services Department	2	New Trustee Lease over Reserve for Recreation Purposes to Rosewood RSL Sub Branch Inc. over 1 Mill Street, Rosewood	30/11/2021
**Governance and Transparency Committee 2/09/2021	Corporate Services Department	3	Procurement: Supply & Maintenance of Multi Function Device / Printers (MFD's)	21/09/2021

GOVERNANCE AND TRANSPARENCY COMMITTEE

Actions completed since 6 September 2021: 20

Meeting	Dept	Item	Title	Expected Completion Date
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	1/04/2021
Governance and Transparency Committee 15/10/2020	Corporate Services Department	4	Renewal of Lease to Playgroup Queensland Ltd over 56 Harold Summervilles Road, Karalee	29/10/2020
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	29/10/2020
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	17/12/2020
Governance and Transparency Committee 3/12/2020	Corporate Services Department	3	Surrender of Existing Lease and New Lease to The Australian Red Cross Society	17/12/2020

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Governance and Transparency Committee	Corporate Services Department	3	Extension of Contract - 16116 Zip Water Systems Parts and Services	2/03/2021
Governance and Transparency Committee	Corporate Services Department	3	Amendments to Delegation to Chief Executive Officer	30/03/2021
11/03/2021 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	30/03/2021
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	4/05/2021
Governance and Transparency Committee 15/04/2021	Corporate Services Department	6	Procurement - Parking Machines and Communication and Management System	4/05/2021
Governance and Transparency Committee 15/04/2021	Corporate Services Department	7	Procurement - Annual Support and Upgrade Renewal - Kronos Software	4/05/2021
Governance and Transparency Committee 15/04/2021	Corporate Services Department	8	Procurement - Enhancement, upgrade, support and subscription renewal of Objective Software	4/05/2021
Governance and Transparency Committee 15/04/2021	Corporate Services Department	9	Procurement - Renewal of Liquid Petroleum Gas (LPG) for Bundamba and Goodna Aquatic Centres	4/05/2021
Governance and Transparency Committee 13/05/2021	Corporate Services Department	3	Kanopy PPU Film & Video Streaming Resource	1/06/2021
Governance and Transparency Committee 13/05/2021	Corporate Services Department	4	Procurement - Studiosity Subscription Renewal	1/06/2021
Governance and Transparency Committee 13/05/2021	Corporate Services Department	5	Procurement - WaterRIDE Cloud Subscription for Flood Forecasting	1/06/2021
Governance and Transparency Committee 10/06/2021	Corporate Services Department	3	16062 Ipswich City Council Animal Management Centre	29/06/2021
Governance and Transparency Committee 10/06/2021	Corporate Services Department	7	Repeal of Previous Council Decision for Proposed New Telecommunications Lease to Vodafone Network Pty Limited Located at 81 Stuart Street, Goodna	29/06/2021
Governance and Transparency Committee 8/07/2021	Community, Cultural and Economic Development Department	1	Procurement - Studiosity Subscription Renewal	27/07/2021
Governance and Transparency Committee 2/09/2021	Coordination and Performance Department	5	Councillor Briefing Sessions and Workshops Policy	21/09/2021

IPSWICH CITY COUNCIL ACTIONS REPORT	Printed: Tuesday, 12 October 2021	
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GROWTH, INFRASTRUCTURE AND WASTE COMMITTEE

Actions in progress: 11

Meeting	Dept	Item	Title	Expected Completion Date
Growth Infrastructure and Waste Committee 12/11/2020	Infrastructure and Environment Department	7	Notice of Motion - Load Limits placed on heavy- traffic bridges	TBA
Growth Infrastructure and Waste Committee 11/03/2021	Corporate Services Department	4	Acquisition of Land for Road Purposes - Springfield Parkway Shared Path Upgrade Project	31/12/2021
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	TBA
Growth Infrastructure and Waste Committee 15/04/2021	Corporate Services Department	3	Acquisition of Volumetric Title from Springfield Anglican College - (Lot 1 SP151191)	31/10/2021
Growth Infrastructure and Waste Committee 15/04/2021	Infrastructure and Environment Department	5	Notice of Motion Response - Riding the Revolution Report	1/12/2021
Growth Infrastructure and Waste Committee 10/06/2021	Community, Cultural and Economic Development Department	3	North Ipswich Sport and Entertainment Precinct Business Cases and National Sporting Expansion into Ipswich	TBA
Growth Infrastructure and Waste Committee 5/08/2021	Corporate Services Department	2	Disposal of Subterranean Land Located at Lots 21 and 22 Ipswich-Rosewood Road, Amberley	31/12/2021
Growth Infrastructure and Waste Committee 5/08/2021	Infrastructure and Environment Department	3	RMS Weighbridge Software Renewal ACMS Australia Pty Ltd	TBA
Growth Infrastructure and Waste Committee 10/06/2021	Corporate Services Department	13	Amendment to Acquisition of INF02725 Drainage Easement for Local Drainage Rehabilitation at Arthur Summervilles Road, Karalee	30/11/2021
**Growth Infrastructure and Waste Committee 2/09/2021	Corporate Services Department	5	Acquisition of Land for INF03144 Eastern Ipswich Bikeway Link	1/02/2022
**Growth Infrastructure and Waste Committee 2/09/2021	Corporate Services Department	6	Acquisition of Drainage Easement - INF04082 - 97 Moores Pocket Road, Moores Pocket	30/06/2022

GROWTH, INFRASTRUCTURE AND WASTE COMMITTEE

Actions completed since 6 September 2021: 12

Meeting	Dept	Item	Title	Expected Completion Date
Growth Infrastructure and Waste Committee 11/02/2021	Corporate Services Department	2	Contract Variation Report - Extension of Contract 13420 Kerbside Recycling	2/03/2021
Growth Infrastructure and Waste Committee 11/02/2021	Infrastructure and Environment Department	9	Notice of Motion - Overgrown council parks, reserves and footpaths	2/03/2021
Growth Infrastructure and Waste Committee 11/03/2021	Corporate Services Department	5	Contract Extension - Ti Tree Bioenergy (Waste Disposal Services)	30/03/2021

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Growth Infrastructure and Waste Committee 15/04/2021	Corporate Services Department	4	14-15-108 Springfield Domain Parklands Management	4/05/2021
Growth Infrastructure and Waste Committee 15/04/2021	Infrastructure and Environment Department	10	South East Queensland Council of Mayors Regional Waste Management Plan	4/05/2021
Growth Infrastructure and Waste Committee 10/06/2021	Corporate Services Department	14	Recommendation to Award of Council Tender 16233 Road Traffic Control Services	29/06/2021
Growth Infrastructure and Waste Committee 8/07/2021	Corporate Services Department	2	Procurement: Whitwood Road North Closed Landfill Final Capping	27/07/2021
Growth Infrastructure and Waste Committee 8/07/2021	Corporate Services Department	3	Procurement - Contract for Card Fuel and Associated Services	27/07/2021
**Growth Infrastructure and Waste Committee 2/09/2021	Infrastructure and Environment Department	4	Amendment to Capital Investment in Provisional Projects Policy	21/09/2021
Growth Infrastructure and Waste Committee 2/09/2021	Planning and Regulatory Services Department	2	New Ipswich Planning Scheme - Proposed Amendment to Chief Executive Notice and Proposal to Make a Local Government Infrastructure Plan	21/09/2021
**Growth Infrastructure and Waste Committee 2/09/2021	Planning and Regulatory Services Department	3	Fees and Charges - Minor Amendments to Planning and Regulatory Services Fees	21/09/2021
**Growth Infrastructure and Waste Committee 2/09/2021	Infrastructure and Environment Department	7	Petition regarding France Street, Eastern Heights	21/09/2021

IPSWICH CENTRAL REDEVELOPMENT COMMITTEE

Actions in progress: Nil

IPSWICH CENTRAL REDEVELOPMENT COMMITTEE

Actions completed since 6 September 2021: 1

Meeting	Dept	Item	Title	Expected Completion Date
**Ipswich Central Redevelopment Committee 2/09/2021	Coordination and Performance Department	5	Nicholas Street Precinct - Approval of an Agreement for Lease for Eats Tenancy T1	21/09/2021

Doc ID No: A7435602

ITEM: 15.2

SUBJECT: MONTHLY FINANCIAL PERFORMANCE REPORT - SEPTEMBER 2021

AUTHOR: CHIEF FINANCIAL OFFICER

DATE: 11 OCTOBER 2021

EXECUTIVE SUMMARY

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

RELATED PARTIES

Not applicable

IFUTURE THEME

A Trusted and Leading Organisation

PURPOSE OF REPORT/BACKGROUND

This report outlines the financial results for Ipswich City Council at 30 September 2021.

The total net result (including capital revenue) for Ipswich City Council at 30 September 2021 is \$14.2 million compared to the year to date (YTD) budget of \$22.8 million.

Council's YTD operating deficit (excluding capital revenue) is approximately \$1.9 million compared to the YTD budget deficit of \$3.5 million.

Overall, capital expenditure including the Nicholas Street Redevelopment YTD is \$5.6 million under budget. Asset donations at 30 September 2021 was \$8.9 million under the YTD budget.

Revenue

Operating revenue is approximately \$1.8 million (2.3%) over budget primarily because of additional fees and charges revenue, operational grants revenue and other revenue.

Rates and utilities revenue is tracking on budget YTD September.

Fees and charges have continued to track above budget in September and are over budget by \$0.7 million YTD, primarily relating to Town Planning and Development Fees and Waste Disposal Fees. This is partially offset by reduced parking and compliance revenue which is being monitored.

Grant revenue is over budget approximately \$100k, of which approximately \$450k relates to operating grants and is offset by \$340k under budget relating to capital grants. The variance relates to a library grant received earlier than budgeted and unbudgeted grants received in the Infrastructure and Environment Department, offset by capital grants not yet received.

Other revenue is currently tracking above budget primarily relating to rent for the Hayden Centre building which is unbudgeted, rent for Council facilities used by a telecommunication company received earlier than budgeted and Civic Centre venue hire.

Donated asset and cash contributions revenue is approximately \$8.9 million below the YTD budget which is driven by lower than expected developer contributions.

Expenses

Overall operating expenses are approximately \$0.2 million above the YTD budget.

Employee expenses (including labour contracts) is \$0.6 million over budget YTD, at the end of September due to several reasons. Annual leave was phased as part of the budget to reflect when we expected leave to be taken vs a traditional straight line. Up to the end of September, which included additional phasing for school holidays, less annual leave has been taken than was budgeted for. This has been impacted by the last week of the school holidays being recognised in October. Also contributing to the increased expenditure is the use of contingent workers to fill vacancies, termination payments and a 2020-21 workers compensation insurance premium true-up payment. Finance is continuing to review the causes of the variances between actuals and budget.

Materials and services (excluding labour contracts) are \$0.2 million above the YTD budget. As mentioned previously, the variance primarily relates to additional legal expenditure which was over budget by \$422k in September related to the legal appeals of the waste development applications. The budget overspends have been partially offset by underspends in the Community, Cultural and Economic Development Department relating to timing of book purchases for libraries and underspends in the Infrastructure and Environment Department due to delays in park maintenance and tree planting.

Other expenses are over budget due to the recognition of a provision for a doubtful debt and loss on disposal of assets. In August, in accordance with procedure, Council recognised a provision for doubtful debt for a receivable of \$0.3 million which is more than 90 days overdue, which has not yet been paid at the end of September. Council will continue to pursue this debt and expects it to be paid in full, at which time the provision would be reversed. Council has recognised a loss on asset disposal of \$1.1 million YTD which relates to

decommissioned softfall and sealed roads surface assets.

Depreciation remains below budget YTD following an update to useful lives for road, bridges, and footpath assets in August as part of the revaluation process.

Capital Expenditure

The total YTD capital expenditure (including the Nicholas Street Redevelopment) is \$33.8 million compared to the YTD budget of \$39.5 million.

IED capital expenditure in September was \$6.6 million compared to the \$7.4 million budgeted. The underspend primarily related to delays in the Springfield Parkway Road Upgrade project due to piling, material supply and subcontract availability. IED is currently reviewing forecast expenditure for the year.

The Nicholas Street Redevelopment continues to track below budget relating to delays in contractor steel supply, inclement weather, statutory authority approval delays and lessee/tenancy negotiations.

Cash Balances

Council's cash and investment holdings continue to be on forecast.

LEGAL/POLICY BASIS

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

RISK MANAGEMENT IMPLICATIONS

Finance will continue regular reporting, including annual leave taken against budget, to the Executive Leadership Team as part of continued monitoring of FTEs, vacancies, overtime and forecast employee expenses for the year.

The legal expenses for waste development appeals to date are approximately 6.58 million compared to the revised estimate approved by Council of 6.47 million. The legal costs incurred in the 2021 - 2022 financial year exceed our adopted budget to date and will continue to be monitored within the existing overall materials and services budget or considered in a future budget amendment.

Finance will work with the Nicholas Street Precinct Team and IED Management in relation to the forecast timing of expenditure for the capital projects and budget phasing. Regular analysis of capital programs will continue to be undertaken to confirm project progress over the next few months and forecast costs.

HUMAN RIGHTS IMPLICATIONS

HUMAN RIGHTS IMPACTS

RECEIVE AND NOTE REPORT

The recommendation states that the report be received and the contents noted. The decision to receive and note the report does not limit human rights. Therefore, the decision is compatible with human rights.

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

Regular reporting and monitoring of expenditure will continue on a monthly basis as part of Council's regular governance and reporting processes.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1. Monthly Performance Report - September 2021 🗓 🖺

Jeffrey Keech

CHIEF FINANCIAL OFFICER

I concur with the recommendations contained in this report.

Sylvia Swalling

ACTING GENERAL MANAGER CORPORATE SERVICES

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



Ipswich City Council

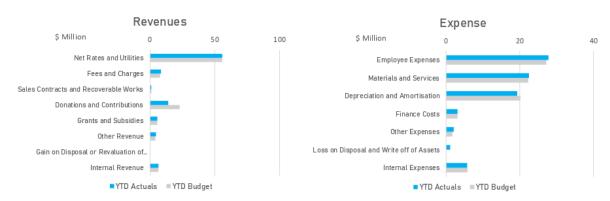
Performance Report

SEPTEMBER 2021

FINANCIAL EXECUTIVE SUMMARY

SEPTEMBER 2021

		Y	Annual			
	Actuals	Current	Variance	Variance	Current	Trend
		Budget			Budget	from AUG
	\$'000s	\$'000s	\$'000s	%	\$'000s	2021
Operating Revenue	78,580	76,804	1,776	2.3%	330,522	A
Operating Expense	80,524	80,324	(200)	(0.2%)	332,349	▼
Operating Surplus/(Deficit)	(1,944)	(3,520)	1,576	(44.8%)	(1,827)	▼
Capital Revenue	17,083	26,306	(9,223)	(35.1%)	100,919	▼
Other Capital Income (Asset disposals)	101	0	101	N/A	0	A
Capital Loss (Asset write-off)	1,033	0	(1,033)	N/A	0	▼
Net Result	14,207	22,786	(8,579)	(37.7%)	99,092	▼
Construction Program and Asset Purchase	25,481	25,679	198	0.8%	115,208	A
CBD	8,358	13,798	5,441	39.4%	40,391	A
Donated Assets	8,535	17,427	8,892	51.0%	69,716	A
Total Capital Expenditure	42,374	56,905	14,531	25.5%	225,315	A



Net Result

The total Net Result (including capital revenues) for Ipswich City Council as at 30 September 2021 is \$14.2 million compared to the YTD budget of \$22.8 million. Council's operating deficit (excluding capital revenue) is approximately \$1.9 million compared to the YTD budget deficit of \$3.5 million.

Operating revenue is \$1.8 million above the YTD Budget

The \$1.8 million variance is made up of: net rates and utilities \$67k over budget, fees and charges \$733k over budget, operational grant revenue \$453k over budget, other revenue \$469k over budget, sales contracts and recoverable works \$69k under budget, interest revenue \$9k under budget and internal revenue \$117k over budget. These items are discussed further in this report.

Operating expenses is \$0.2 million above the YTD Budget

The \$0.2 million variance is made up of: employee expenses including labour contracts \$616k over budget, materials and services over budget \$192k, other expenses \$377k over budget, depreciation and amortisation \$883k under budget, finance costs on budget and \$103k under budget in internal expenses. These items are discussed further in this report.

Capital Expenditure

Capital expenditure including CBD as at 30 September is \$5.6 million below the YTD budget. Approximately \$33.8 million has been expended to 30 September compared to the YTD capital expenditure budget of \$39.5 million.

- The Infrastructure Program actual expenditure was below the September budget by approximately \$0.7 million. Actual YTD costs are \$17.3 million compared to the current YTD budget of \$17.6 million.
- CBD Development is approximately \$5.5 million under budget. Actual YTD costs are \$8.4 million compared to the current YTD budget of \$13.8 million.

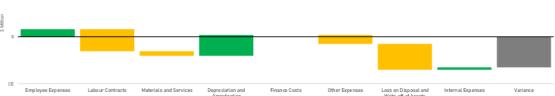
Asset donations as at 30 September is \$8.9 million under the YTD budget. Approximately \$8.5 million has been recognised to 30 September compared to the YTD donated assets budget of \$17.4 million.

FINANCIAL EXECUTIVE SUMMARY

SEPTEMBER 2021

			YTD			Annual						Variance \$'00	Os by D	Department				
	Actuals	Current Budget	Var	riance	Variance	Current Budget	Trend	Note	CP	١,	s	CE	П	ΙE		ws		PR
	\$'000s	\$1000s		'000s	%	\$'000s	from AUG 2021	Note	UP.	Ľ	.5	CE.				"3		· K
Revenue																		
Net rates and utilities charges	55,764	55,697	1	67	0.1%	224,356	•	1	N/A	1	39	N/	1	1	1	27	ī	0
Fees and charges	8,441	7,708	1	733	9.5%	29,464	•	2	N/A	1	166	(27)	(74)	1	280	ī	388
Government grants and subsidies	5,574	5,464	1	110	2.0%	20,932	•	3	N/A	1	0	16	s 1	(73)	1	0	1	17
Internal revenue	6,474	6,357	1	117	1.8%	25,316	•	4	N/A	1	82	1 3	1	(11)	1	10	ī	0
Other revenue	5,605	5,043	•	562	11.1%	39,993	•	5	61	1	10	15	1	324	1	15	1	1
Donations and contributions	13,976	22,843	ī	(8,867)	(38.8%)	91,381	•	6	■ 0		N/A	[(115)	(8,752)		N/A		N/A
Total Revenue	95,834	103,112		(7,278)	(7.1%)	431,442	•		61		297	21	2	(8,585)		332		406
Expense																		
Employee expenses	26,440	26,765	1	325	1.2%	111,810	•	7	152	1	(27)	[(58)	425	1	(207)	1	41
Labour contracts	1,376	436	1	(9 40)	(215.6%)	2,009	•	7	(95)	1	(60)	[(98)	(744)	1	27	ī	30
Materials and services	22,495	22,303	1	(192)	(0.9%)	94,796	•	8	132	•	(210)	37	1	204	1	136	ī	(825)
Internal expenses	5,728	5,830	1	102	1.7%	22,962	•	9	I 8	1	(3)	1 .		(13)	ı	88	ī	13
Other expenses	6,286	4,807	•	(1,479)	(30.8%)	19,094	•	10	41	•	(3 21)	! 9	5 1	(1,216)	ı	(86)	ī	8
Depreciation & amortisation	19,3 00	20,183	1	883	4.4%	81,678	•	11	(643)	•	510	I (99)	1,168	1	(53)	1	0
Total Expenses	81,625	80,324		(1,301)	(1.6%)	332,349	•		(405)		(111)	21	,	(176)		(95)		(733)
Net Result	14,209	22,788		(8,579)	(37.6%)	99,093	•		(344)		186	43	1	(8,761)		237		(327)





Revenue

- 1. Rates and utilities are in line with budget estimations.
- 2. Fees and charges ahead of budget with most fee types yielding positive results, in particular town plaaning and development fees. Traffic and regulation fees is the exception primarily due to lower parking and compliance revenue and will be monitored over the coming months.
- 3. Operational grants revenue over budget in IED relating to grants received that were not forecast or had been budgeted for in previous years.
- 4. Internal revenue tracking slightly above budget relating to tax equivalents revenue.
 5. Other revenue over budget due to telecommunication rental payments received earlier than expected, rent for Hayden Centre not budgeted and Civic Centre venue
- 6. Donations and Contributions below budget resulting from lower than expected developer contributions during the month of September.

Expenses

- 7. Employee expenses including labour contracts over budget \$615k or 2.3%. Over budget primarily relates to the use of contingent workers to fill vacancies across Council, higher than expected overtime in Resource Recovery, a workers compensation payment relating to the 20-21 financial year of \$110k, termination payments across Council and less annual leave taken than budgeted. Further analysis on weekly employee costs will continue to be undertaken.
- 8. Materials and services (excluding labour contracts) over budget \$0.2 million. Primarily over budget relating to legal fees in the PRS Department and the efficiency target in the CS Department. There are a number of underspends across Council partially offsetting the overspend including Libraries and Customer Service Branch in CCED and Works and Field Services Branch in IED.
- 9. Internal trading expense tracking slightly under budget relating to SLA charges in Resource Recovery.
- 10. Other expenses variances relates to the loss on a number of infrastructure asset disposals including sofitall and sealed roads surface assets (\$0.8 million).

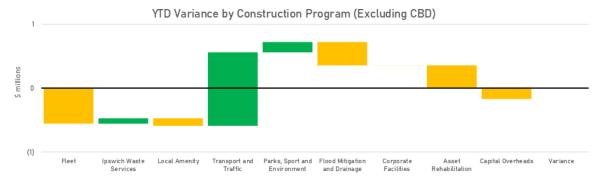
 Variance also relates to a \$0.3 million receivable recognised as a doubtful debt, as per Council procedure to recognise a doubtful debt once the receivable is more than
- 11. Depreciation and amortisation is being reviewed with a view to realigning the budget across departments. Depreciation was affected by an update in August to useful lives for RBF assets as part of the revaluation process.

FINANCIAL EXECUTIVE SUMMARY

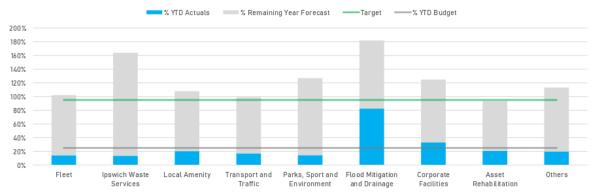
SEPTEMBER 2021

Capital

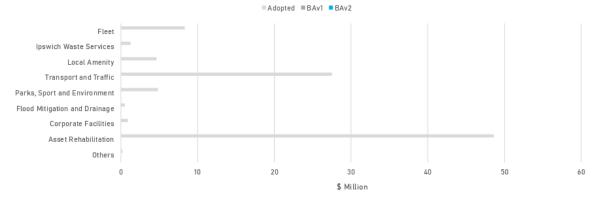
		YI	Annual			
	Actuals	Current	Variance	Variance	Current	Trend
	\$'000s	Budget \$'000s	\$ '000s	%	Budget \$'000s	from AUG 2021
Coordination and Performance	13,758	19,038	5,281	27.7%	45,321	A
Corporate Services	992	1,177	185	15.8%	8,688	A
Community, Cultural and Economic Development	160	358	197	55.2%	3,818	A
Infrastructure and Environment	18,691	18,490	(200)	(1.1%)	96,778	▼
Planning and Regulatory Services	239	415	176	42.4%	994	A
Net Result	33,839	39,478	5,639	14.3%	155,599	▼



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



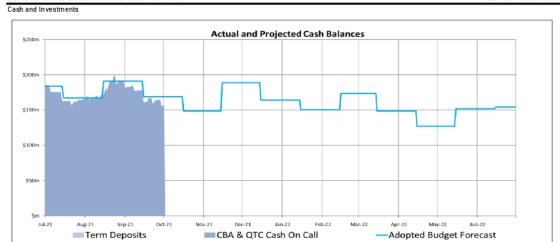
Capital Program (Excluding CBD) Budget Version Comparison

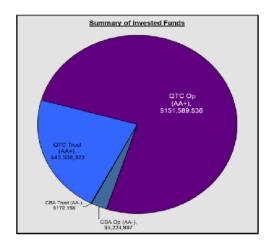


				CAFT	IAL JUM	MAILLAS	AISEL	EMBER	(2021
	MTD Actual	MTD Budget	MTD Variance	YTD Actual	YTD Budget	YTD Variance	FullYear	EOY	O-march.
	\$1000s	\$'000s	\$10.00s	\$'000s	\$'000s	\$'000s	\$'000s	Forecast \$1000s	Comments
Whole of Council									
Construction Program and Asset Purchase	9.824	11.898	2.074	33.839	39.478	5.639	155.599	153.872	
Donated Assets	(886)	5.809	6.695	8.535	17.427	8.892	69.716	69.716	
Coordination and Performance									
Construction Program and Asset Purchase	0	0	0	5,602	5, 600	(2)	7,100	7.100	CBD - Variance is primarily related to impacts to the Retail construction works program due to delays in
CBD Development	2,700	3,556	856	8,156	13,438	5,282	38,221	38.221	contractor steel supply, inclement weather, statutory authority approval delays and halting tenancy wall partition works subject to outcome of ongoing lessee, tenancy negotiations.
Total Capital Expenditure	2,700	3,556	856	13,758	19,038	5,281	45,321	45,321	
Corporate Services									
construction Program and Asset Purchase	395	430	35	790	817	27	6,518	6,518	ICT - Satisfactory results.
CBD Development - ICT Component	66	200	134	202	360	158	2,170	420	CBD component - the finalisation of the work to exit the South Street buildings has been delayed due to the timing of the WHM taking ownership of the buildings.
Total Capital Expenditure	461	630	169	992	1,177	185	8,688	6,938	
Community, Cultural and Economic Developme									
construction Program and Asset Purchase	66	200	134	160	358	197	3,818	3, 818	Library - Satisfactory results.
									Civic Centre - Satisfactory results.
									Art Gallery - Satisfactory results.
									Safe City and Asset Protection - Under budget YTD mainly due to continued delays experienced with camer upgrades.
Total Capital Expenditure	66	200	134	160	358	197	3,818	3, 818	
nfrastructure and Environment									
nfrastructure Program	5,989	6,690	701	17,287	17, 59 0	303	86,988		Infrastructure Program - Satisfactory result. 2% under budget YTD primarily due to delays experienced on Springfield Parkway Road Upgrade project related to piling, material supply, subcontract availability, rock. Despite delays, other works on the project have progressed and service relocations have commenced. The draft forecast is currently being reviewed by IEO Management and will be developed further over the short term, with the full year budget expected to be revised also. While there is some risk that the works carried over will result in capital works exceeding budget. IEO has advised they will manage these works within the current FY budget.
Equipment	32	4	(28)	41	10	(31)	206	233	Equipment - Satisfactory results.
Vaste	101	63	(38)	172	256	84	1,273	2,086	Waste - Bins replaced as required and according to city growth. Continued delay in compactor refurbishme due to supplier availability - situation will continue to be monitored.
leet	448	635	186	1,191	635	(556)	8,311	8,481	Fleet – Minor Plant and Vehicles received earlier than budgeted and a correcting adjustment affecting Major Plant has been processed in October (\$278k).
Total Capital Expenditure	6,570	7,391	821	18,691	18,490	(200)	96,778	96,740	
Planning and Regulatory Comices									
Planning and Regulatory Services Construction Program and Asset Purchase	27	120	94	239	415	176	994	1,055	Cemeteries - Satisfactory results.
•									Animal Management - under budget YTD with works on the Pound facility upgrade having shifted to later in financial year.
									Software projects – slightly under budget YTD relating to infrastructure management system. The project forecast reflects contract value and milestones plus an estimate for Pathway and Objective integration.
otal Capital Expenditure	27	120	94	239	415	176	994		forecast reflects contract value and milestones plus an estimate for Pathway and Objective integration.
	27	120	94	239	415	176	994		forecast reflects contract value and milestones plus an estimate for Pathway and Objective integration.
Oonated Assets								1,055	forecast reflects contract value and milestones plus an estimate for Pathway and Objective integration.
Donated Assets Coordination and Performance Corporate Services	0	0	0	0	0	176 0 0	0	1,055 0 0	forecast reflects contract value and milestones plus an estimate for Pathway and Objective integration.
Donated Assets Coordination and Performance Corrorate Services Community, Cultural and Economic Development	0 0	0 0 2	0 0 2	0 0	0 0 6	0 0 6	0 0 29	1,055 0 0 29	forecast reflects contract value and milestones plus an estimate for Pathway and Objective integration.
Total Capital Expenditure Donated Assets Coordination and Performance Cororarta Services Community, Cultural and Economic Development Infrastructure and Environment Planning and Regulatory Services Total Donated Assets	0	0	0	0	0	0	0	1,055 0 0	forecast reflects contract value and milestones plus an estimate for Pathway and Objective integration.

FINANCIAL EXECUTIVE SUMMARY

SEPTEMBER 2021





Investments and Earnings Summary	Margin	% Return	\$
CBA Operating Account	0.006	0.60%	\$5,224,897
Term Deposit Investments	- 0.000		
QTC Trust Fund Account	0.006	0.65%	\$43,508,323
QTC Operating Account - CBD	0.006	0.65%	\$20,613,912
QTC Operating Account - General	0.006	0.65%	\$130,975,624
QTC Operating Account - Total	0.006	0.65%	\$151,589,536
Total Invested funds (W.Avg return)	0.006	0.65%	\$200,322,756
Total Operating Funds (Ex Trust)	0.006	0.65%	\$156,814,434

Council's cash and cash equivalents balance as at 30 September 2021 was \$156.8 million. The end of period cash holdings includes \$20.6 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: A7571363

ITEM: 15.3

SUBJECT: ADOPTION OF IPSWICH CITY COUNCIL'S ANNUAL REPORT 2020-2021

AUTHOR: CORPORATE PLANNING AND PERFORMANCE OFFICER

DATE: 14 OCTOBER 2021

EXECUTIVE SUMMARY

This is a report concerning the adoption of Ipswich City Council's Annual Report 2020-2021.

RECOMMENDATION/S

That the Ipswich City Council Annual Report 2020-2021, as detailed in Attachment 1, be adopted.

RELATED PARTIES

There are no declaration of conflict of interests.

IFUTURE THEME

A Trusted and Leading Organisation

PURPOSE OF REPORT/BACKGROUND

The Annual Report 2020-2021 has been prepared in accordance with the disclosure requirements of the *Local Government Act 2009* and the *Local Government Regulation 2012*.

Legislatively required to be produced annually, the Annual Report 2020-2021 details council's financial performance and progress with the implementation of the city's vision as reflected in Advance Ipswich and the Corporate Plan 2017–2022.

The annual report must be:

- adopted within one month after the day the general purpose financial statements are certified by the Queensland Audit Office, and
- placed on council's website within two weeks of council adopting the Annual Report.

The general purpose audit statements for 2020-2021 were certified by the Queensland Audit Office on 12 October 2021.

KEY HIGHLIGHTS OF THE REPORT

Some notable achievements for 2020-2021 are:

- We welcomed the community into the city centre as we opened Australia's first dedicated children's library, and a refreshed civic space- Tulmur Place.
- We delivered a new council administration building 1 Nicholas Street, a building the
 city can be proud of with community meeting spaces and self-serve areas. The
 building has a 5-star Green Star rating which means it incorporates sustainable
 design, materials and management.
- The Transparency and Integrity hub was launched an Australian first in local government which opens the books on council's finances
- The largest road upgrade in council's history began with the start of the Springfield Parkway and Springfield Greenbank Arterial upgrades
- We endorsed iFuture our new 20-year community vision and council corporate plan, after significant community and stakeholder engagement.

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 Local Government Regulation 2012 requires the annual report to be adopted within one month after the day the general purpose financial statements are certified by the Queensland Audit Office. The highest risk is political/reputational should council fail to meet the mandated deadlines, that is, adoption of the Annual Report 2020-2021 within one month of 12 October 2021.

HUMAN RIGHTS IMPLICATIONS

HUMAN RIGHTS IMPACT	S
OTHER DECISION	
(a) What is the Act/Decision being made?	The recommendation states that the Ipswich City Council Annual Report 2020-2021, as detailed in Attachment 1, be adopted.
(b) What human rights are affected?	No human rights are affected by this decision. This is because the Annual Report 2020-2021 only reports on council's performance in the previous financial year. Any decisions made

	regarding human rights were made at approval of the activity / project to proceed.
(c) How are the human	Not applicable
rights limited?	
(d) Is there a good	Not applicable
reason for limiting	
the relevant rights?	
Is the limitation fair	
and reasonable?	
(e) Conclusion	The decision is consistent with human rights.

FINANCIAL/RESOURCE IMPLICATIONS

Resources required for the delivery of the Annual Report 2020-2021 are contained within the Performance Branch operational budget. There are no ongoing financial/resource implications.

COMMUNITY AND OTHER CONSULTATION

Development of the Annual Report 2020-2021 was in consultation with all departments, the Executive Leadership Team, the Chief Executive Officer, Mayor and Councillors. Annual Report content was provided by relevant subject matter experts.

CONCLUSION

The Annual Report 2020-2021 meets the legislative disclosure requirements through provision of information about Ipswich City Council's activities and its performance throughout the financial year including Ipswich City Council's Audited Financial Statements.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1. Annual Report 2020-2021 (under separate cover)	
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Stephanie Hoffmann

CORPORATE PLANNING AND PERFORMANCE OFFICER

I concur with the recommendations contained in this report.

Anna Payne

PRINCIPAL OFFICER (PROGRAM MANAGEMENT OFFICE)

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: A7602138

ITEM: 15.4

SUBJECT: DISASTER MANAGEMENT POLICY REVIEW

AUTHOR: ACTING MANAGER, ENVIRONMENT AND SUSTAINABILITY

DATE: 5 OCTOBER 2021

EXECUTIVE SUMMARY

This is a report concerning a review of the Disaster Management Policy resulting from a Notice of Motion by the Chair of the Environment and Sustainability Committee on the 19 November 2020 and resolved at the Ordinary meeting on the 20 November 2020 regarding disaster management.

RECOMMENDATION/S

- A. That the Disaster Management Policy approved by Council on the 30 June 2020, be repealed.
- B. That the updated Disaster Management Policy as outlined in Attachment 3, be adopted.
- C. That the Disaster Event Support to the Community Policy as outlined in Attachment 4, be approved.

RELATED PARTIES

There was no declaration of conflicts of interest.

IFUTURE THEME

Safe, Inclusive and Creative

PURPOSE OF REPORT/BACKGROUND

On 20 November 2020 a Notice of Motion was made by the Chair of the Environment and Sustainability Committee to ensure that Council's disaster management arrangements were contemporary, subject to continuous review and fit for purpose.

Disaster planning within council has occurred through a hierarchy of documents that exceed legislative requirements. Council is required to have a disaster plan. Council also has 7 sub plans and together these documents outline how the City (all levels of government and community) work together with a consistent approach. There are several supporting internal documents including an administrative directive, procedures, manuals, checklists, and templates.

During the period of Interim Administration Council determined that a formal disaster management policy was required. This policy is strongly integrated with the Local Disaster Management Plan (LDMP). During policy development, analysis against other local governments, best practice and industry trends occurred, culminating in policy adoption on 30 June 2020.

Methodology of responding to the Notice of Motion

This notice of motion aligned to Council's culture of continuous improvement is combined with several related and inter-dependent activities. In responding to the notice of motion the following methods were employed:

- a) Observation and feedback following Rosewood / Karalee wind event; flooding events in March 2021 and activities generally.
- b) Analysis of South East Queensland Hailstorm by an independent entity to provide insights that extend into the policy and procedural environment.
- c) 2021-22 (annual review) of the Local Disaster Management Plan

This independent analysis of the response and recovery to the hailstorm included surveys and 8 workshops with employees from Ipswich City Council; Gold Coast City Council; Moreton Bay Regional Council; Queensland Police Service; Queensland Fire and Emergency Services; Department of Communities; Energex; Urban Utilities and other external entities.

It is a requirement that Council review its disaster plan (the LDMP) on an annual basis in accordance with the Disaster Management Act 2003 (the *Act*). The review has been finalised and an amended plan resolved by Council in July 2021.

The review methodology and dependencies resulted in a longer period required to respond to the notice of motion than anticipated.

POLICY AMENDMENT

A simplified Disaster Management Policy has been prepared (Attachment 3) with some content removed and developed into a series of fact sheets (Attachments 5-7). Fundamentally Council's policy environment remains unchanged as it is aligned to state-based legislation.

A second policy related to Council's operational service delivery following a disaster event has been prepared. The Disaster Event Support to the Community Policy (Attachment 4) will allow the development of supporting procedures by relevant branches or sections.

The reviewed methodology identified disaster management planning within Council is strong and that the opportunities for improvement exist in enablers such as greater awareness, capability development, integration with other disciplines such as business continuity and operations. This has been embedded into Council annual program of works and a summary of activities undertaken was highlighted in the 2021-2022 Seasonal Preparedness report to the Environment and Sustainability Committee on 7 October 2021.

LEGAL/POLICY BASIS

Disaster Management Act 2003
Disaster Management Regulation 2014
Queensland Disaster Management Strategic Policy Statement
Standard for Disaster Management in Queensland
Queensland Disaster Management Prevention, Preparedness, Response and Recovery
Guidelines

RISK MANAGEMENT IMPLICATIONS

With the review, update and adoption of the Local Disaster Management Plan in July 2021 Council is compliant with the provisions of the Disaster Management Act 2003. The risk associated with not adopting the recommendations in this report falls within the reputational and inefficient service delivery category.

HUMAN RIGHTS IMPLICATIONS

HUMAN RIGHTS IMPACTS		
OTHER DECISION		
(a) What is the Act/Decision being made?	The recommendations are: That the Disaster Management Policy approved by Council on the 30 June 2020 be repealed. That the updated Disaster Management Policy as outlined in Attachment 3, be approved. That the Disaster Event Support to the Community	
(b) What human rights are affected?	Policy as outlined in Attachment 4, be approved. There are no human rights are affected by this decision.	
(c) How are the human rights limited?		
(d) Is there a good reason for limiting the relevant rights? Is the limitation fair and reasonable?		
(e) Conclusion	The decision is consistent with human rights.	

FINANCIAL/RESOURCE IMPLICATIONS

Approval of this report would not result in additional costs above current operational expenditure provisions.

COMMUNITY AND OTHER CONSULTATION

Consultation occurred with the chair of the Environment and Sustainability Committee; chair and deputy chair of the Local Disaster Management Group; LDMG members, internal section/branch representatives.

CONCLUSION

The review of the disaster management policy and the methodology undertaken provided Council with the opportunity to demonstrate its commitment to continuous improvement and ensure quality outcomes for the City of Ipswich.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

- **Matthew Pinder**

7.

ACTING MANAGER, ENVIRONMENT AND SUSTAINABILITY

Councillor Disaster Management Fact Sheet #3 🗓 🖺

I concur with the recommendations contained in this report.

Kaye Cavanagh

MANAGER, ENVIRONMENT AND SUSTAINABILITY

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"



IPSWICH CITY COUNCIL

Disaster Management Policy

Version Control and Objective ID	Version No: 1	Objective ID: A6329875
Approved by Council on	30 June 2020	
Date of Review	30 June 2024	

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IPSWICH CITY COUNCIL | Disaster Management Policy

2. Statement

Council is committed to promoting a resilient community that can prevent, prepare for, respond to and recover from the impacts of disaster which includes a focus on the needs of the community's most vulnerable persons.

This policy also outlines the principles of increasing Council's core business ("standard") service levels as a result of a disaster event.

3. Purpose and Principles

This policy guides Council by providing principles for discharging its responsibilities under the Disaster Management Act 2003 ('the Act') and the Disaster Management Regulation 2014.

The Act provides that local governments should primarily be responsible for managing disaster events in their local government area (section 4A(c)). Accordingly Council:

- a) Undertakes its disaster management responsibilities in a way that complies with the various legislative and state instruments, including but not limited to the:
 - i. Standards for Disaster Management, issued pursuant to section 16N of the Act
 - ii. Disaster Management Strategic Policy Statement issued by the Queensland Government
 - iii. State Disaster Management Plan issued pursuant to section 49 of the Act
 - iv. Queensland Prevention, Preparedness, Response and Recovery Disaster Management Guideline, issued pursuant to section 63 of the *Act*
 - v. Queensland Disaster Management Training Framework issued in accordance with section 16A(c) of the *Act*
 - vi. City of Ipswich Local Disaster Management Plan a plan for the City of Ipswich, all agencies, all hazards and issued in accordance with section 57 of the Act
- b) Promotes and supports a comprehensive approach to disaster management which holistically incorporates prevention, preparedness, response and recovery.
- c) Promotes and supports individual and community resilience in accordance with the United Nations Sendai Framework for Disaster Reduction 2015-2030; the National Disaster Resilience Strategy; and the Queensland Strategy for Disaster Resilience 2017. This includes enabling and promoting the community to support itself and each other, as they are often best placed to identify and with support, reduce their vulnerability.
- d) Undertakes accountable use of resources Council employees or contractors will not undertake works or activities on private land, unless specifically provided for in existing legislation, local laws, policy or procedures and where Council is unable to provide support, attempts to refer to appropriate organisations will be made.

IPSWICH CITY COUNCIL | Disaster Management Policy

- e) Impact and Severity The impact and locality of disasters varies each time. Support should be targeted to the affected areas.
- f) Disaster operations and the management of emergency situations will be conducted under the direction of the appointed Local Disaster Coordinator (LDC) or Deputy Local Disaster Coordinator (DLDC) or delegate, for example the Local Recovery Coordinator (LRC).

4. Disaster Management Arrangements

a. Arrangements for the City of Ipswich

Council has established the City of Ipswich Local Disaster Management Group (LDMG) and the City of Ipswich Local Recovery Group (LRG) which are made up of key stakeholders from various levels and departments of government, essential service providers and other non-government organisations.

Council will act as the Secretariat for the City of Ipswich LDMG and the City of Ipswich LRG.

Council will prepare and maintain a Local Disaster Management Plan, which provides a detailed overview of the arrangements in place for the City and encourages coordinated arrangements between all levels of government and non-government entities.

b. Arrangements for Ipswich City Council

Council as an entity in its own right will maintain a *disaster response capability* which recognises that disaster and emergency management is a whole of Council responsibility, supported and undertaken by all departments and service delivery units.

5. Mutual support to Police, Emergency Services and Local Governments

Council will provide reasonable support to Police, emergency services and other local government entities to support disaster operations or an emergency situation. This includes the provision of equipment and personnel.

Council, particularly where providing support to another local government area must consider the financial impact to the ratepayers of the City. However, it must be recognised that the City of Ipswich is often the beneficiary of mutual support.

Cost recovery arrangements may be applicable where Disaster Relief Funding Arrangements (DRFA) have been activated. Council will pursue cost recovery when these arrangements are activated.

6. Role of Councillors during a Disaster or Emergency

a. Councillors generally

The role of Councillors within the community is essential during disaster and emergencies. Councillors will often be with their community and are able to relay important information to and from affected residents. Councillors will also be able to refer residents to the

IPSWICH CITY COUNCIL | Disaster Management Policy

appropriate authorities and sources of information, such as the Disaster Dashboard (http://disaster.ipswich.qld.gov.au).

b. Councillor Liaison Officer

Councillors (excluding Chair/Deputy Chair of the LDMG) will not be able to access to the Local Disaster Coordination Centre if established under operational conditions.

Should the LDMG move its status to stand up a Councillor Liaison Officer will be appointed and form part of the Local Disaster Coordination Centre. Generally this will be from the Executive Support Branch. This role will:

- Act as the point of contact for all initial requests for information related to the disaster from Councillors.
- Receive on ground intelligence from Councillors pictures, video, community sentiment, trends and emerging issues. Note individual requests will not be actioned and will be required to be submitted in accordance with the Councillor - Staff Interaction Policy (raising services requests by a Councillor on behalf of a community member/customer and their outcomes).
- Coordinate and provide information regarding any community or other meetings relevant to Councillors.

c. Councillors appointed under the Disaster Management Act

In accordance with the Disaster Management Act 2003 a Councillor appointed to the role of Chairperson or Deputy Chairperson of the Local Disaster Management Group will fulfil the requirements outlined in the Act.

The Chairperson and Deputy Chairperson/s will be provided communications, reporting and briefings in line with the reporting required and scheduled as part of the broader Local Disaster Management Group.

The Chairperson and Deputy Chairperson/s should only attend the Local Disaster Coordination Centre where absolutely necessary to fulfil the requirements of their role.

d. This policy does not negate other policies

The disaster or emergency situation, or membership on the Local Disaster Management Group does not affect the application of all other policies or procedures for Councillors, including, but not limited to:

- Councillor Code of Conduct
- Councillor Staff Interaction Policy
- Councillor Capture and Retention of Public Records Policy

e. Communications and reporting

Councillors will be provided the following information:

• Change of status of the Local Disaster Management Group

IPSWICH CITY COUNCIL | Disaster Management Policy

 Provision of information where community support above Council's current service delivery standards will occur

Councillors are able to obtain available information directly from the relevant source.

Notification type	Contact owner and where to access
Biosecurity alerts	Department of Agriculture and Fisheries
	https://www.daf.qld.gov.au/news-media/alerts
Bushfire and	 Queensland Fire and Emergency Services
emergency	https://newsroom.psba.qld.gov.au/Content/Home/ENL/ENLSig
incidents	nup/ENLSignup/-3/-3/1
Dam release	• Seqwater
notifications	https://www.seqwater.com.au/dam-release-notification-
	<u>service</u>
Earthquake	Geoscience Australia
notification service	https://earthquakes.ga.gov.au/
Health alerts	Queensland Health
	https://www.health.qld.gov.au/news-events/newsletter
Police notifications	Queensland Police Service -
	https://mypolice.qld.gov.au/ipswich/
Weather and fire	Ipswich City Council, My Ipswich Alerts
conditions	https://ipswich.qld.gov.au/myipswichalerts
	 Disaster dashboard http://disaster.ipswich.qld.gov.au
	 Bureau of Meteorology http://www.bom.gov.au/

7. Disaster Plans

Local disaster management plans and sub plans are prepared by Council in accordance with the Disaster Management Act 2003. These plans are adopted by Council resolution and endorsed by the Local Disaster Management Group (LDMG) to facilitate whole of community, whole of government response and recovery.

Disaster plans will be published on Council's website.

8. Support above Council's standard service delivery levels

a. Provision of sandbags

Ultimate responsibility for the protection of property including any costs incurred is the responsibility of the property owner and/or occupier.

Determination of provision of sand and sandbags

Council may provide assistance by providing sandbags, if approved by the General Manager (Infrastructure and Environment) or the Local Disaster Coordinator (or Deputy). The table below provides a guidance as to approval considerations to issue sandbags

Circumstance/trigger	Provision of sandbags	
Short-duration / intense bursts of rain / sustained light rain		
Bureau of Meteorology describes the weather as heavy	Sandbags are the	

IPSWICH CITY COUNCIL | Disaster Management Policy

Circumstance/trigger	Provision of sandbags	
rain, wet weather, or severe storms that are unlikely to	responsibility of the	
result in inundation to the essential living areas of	owner/occupier. Council	
properties within the City of Ipswich. An example is a	will not supply sandbags.	
summer storm where the anticipated rainfall is relatively		
minor or intense short bursts of heavy rain are predicted.		
Sustained and intense rain with widespread flooding within the City of Ipswich		
Event may include, heavy rain, wet weather or severe	Business and residents will	
storms that are likely to result in floor level inundation to	be able to collect no more	
properties within the City of Ipswich. Examples include	than 30 sandbags from one	
the effects of ex-tropical cyclone Oswald, 2011 floods.	of the nominated locations.	
	Individuals may be required	
	to fill their own sand bags.	

Council's provision of sandbag assistance has been informed by strong research and best practice examples.

b. Storm Damaged Vegetation Disposal

Generally, ultimate responsibility for the clean-up of property and any costs incurred is the responsibility of the property owner and/or occupier.

Following an *endorsed storm damage vegetation event* Council may provide partial or fully subsidised disposal of vegetation waste from residential properties that has been damaged by the same endorsed storm damaged vegetation event.

Determination of an Approved Storm Damage Vegetation Event

The General Manager (Infrastructure and Environment) or Manager, Field Services may approve an *endorsed storm damage vegetation event*. In approving an *endorsed storm damage vegetation event*, approving the following factors will be taken into consideration:

- 1. The principles outlined in within this policy; and
- 2. Whether there is widespread damage across the City of Ipswich; and
- 3. The speed and nature of the wind (normally from recorded observations at Amberley or Greenbank stations). As high level guidance the below table this can include:
 - a. Beaufort wind scale where the rating is greater than 10
 - b. Tropical Cyclone equivalent where it wind speed is consistent with category 2 or above.

9. Strategic Plan Links

This policy relates to:

- Caring for the Community
- Caring for the Environment
- Listening, Leading and Financial Management

IPSWICH CITY COUNCIL | Disaster Management Policy

10. Regulatory Authority

Local Government Act 2009 Local Government Regulation 2014 Disaster Management Act 2003 Disaster Management Regulation 2014

11. Scope

This policy applies to all councillors, council staff, contractors, and others that act on Council's behalf to ensure they work in accordance with the policy principles and in accordance with the relevant legislation.

12. Roles and Responsibilities

Role	Responsibility
City of Ipswich Local	The City of Ipswich Local Disaster Management Group (LDMG) is
Disaster Management	a multi-organisational group established in accordance with
Group	section 29 of the <i>Act</i> to assist council with disaster management.
	The functions of the LDMG are outlined in section 30 of the Act.
City of Ipswich Local	The City of Ipswich Local Recovery Group (LRG) is a multi-
Recovery Group	organisational sub group of the LDMG and authorised by the
	LDMG. Its functions are outlined in the Local Disaster
	Management Plan.
Chairperson, City of	The chairperson is an elected representative appointed in
Ipswich LDMG	accordance with the <i>Act</i> and by resolution of Council to manage
	the business of the LDMG. The functions of the Chairperson are
	outlined section 34 of the <i>Act</i> .
Chairperson, City of	The chairperson is an elected representative appointed by
Ipswich LRG	resolution of Council to manage the business of the LRG.
Local Disaster	The LDC is an officer of Council appointed to coordinate disaster
Coordinator (LDC) /	operations for the LDMG. The functions of the LDC are outlined
Deputy LDC	section 36 of the <i>Act.</i>
Local Recovery	The LRC is an officer of Council, subordinate to the LDC,
Coordinator (LRC)	delegated to coordinate recovery operations on behalf of the
	LRG.
Chief Executive Officer	Ensure compliance with this policy by councillors and employees.
General Manager	Approval of an endorsed storm damage vegetation event and
(Infrastructure and	approval of the provision of sandbags
Environment) / Manager	
of Field Services	

13. Key Stakeholders

The following will be consulted during the review process:

- General Manager, Community, Cultural and Economic Development
- General Manager, Coordination and Performance
- General Manager, Corporate Services

IPSWICH CITY COUNCIL | Disaster Management Policy

- General Manager, Infrastructure and Environment
- General Manager, Planning and Regulatory Services

14. Monitoring and Evaluation

This policy will be reviewed at least every 2 years.

Specific measures to determine the success and effectiveness of this policy include:

- Results of the Local Disaster Management Plan annual assessment conducted under direction of Office of Inspector General of Emergency Management.
- Number of relevant positions descriptions, including General Managers that include reference to disaster management responsibilities.
- Number of relevant personnel compliant with the Queensland Disaster Management Training Framework.

15. Definitions

Term	Definition
Disaster	A disaster is a serious disruption in a community, caused by the impact of
	an event, that requires a significant coordinated response by the State and
	other entities to help the community recover from the disruption.
	serious disruption means—
	a. loss of human life, or illness or injury to humans; or
	b. widespread or severe property loss or damage; or
	c. widespread or severe damage to the environment.
	Source: Disaster Management Act 2003
Disaster	Disaster management means arrangements about managing the potential
management	adverse effects of an event, including, for example, arrangements for
	mitigating, preventing, preparing for, responding to and recovering from a
	disaster.
	Source: Disaster Management Act 2003
Disaster	Disaster operations means activities undertaken before, during or after an
operations	event happens to help reduce loss of human life, illness or injury to
	humans, property loss or damage, or damage to the environment,
	including, for example, activities to mitigate the adverse effects of the
	event.
	Source: Disaster Management Act 2003
Disaster	A system or community's ability to rapidly accommodate and recover from
resilience	the impacts of hazards, restore essential structures and desired
	functionality, and adapt to new circumstances.
	Source: Queensland Strategy for Disaster Resilience
Disaster	Disaster response capability, for a local government, means the ability to
response	provide equipment and a suitable number of persons, using the resources
capability	available to the local government, to effectively deal with, or help another
	entity to deal with, an emergency situation or a disaster in the local
	government's area.
	Source: Disaster Management Act 2003

IPSWICH CITY COUNCIL | Disaster Management Policy

Term	Definition		
Emergency situation	An emergency situation, for the purposes of this policy is an event or situation, similar to an event under the Disaster Management Act that has the potential to impact safety and wellbeing, damage property or the environment, but is not classified as a disaster, however requires a Council response.		
	Examples include:		
	 persons missing or injured in a Council conservation 		
	 support to Queensland Police Service at traffic crash 		
	 provision of water supply to Queensland Fire and Emergency Services 		
Endorsed	Is a wind or severe weather event that has been assessed against this		
storm damage	policy approved by an authorised person which results in partial or fully		
vegetation	subsidised disposal of vegetation waste from residential properties		
event			
Event	An event means any of the following—		
	a. a cyclone, earthquake, flood, storm, storm tide, tornado,		
	tsunami, volcanic eruption or other natural happening;		
	b. an explosion or fire, a chemical, fuel or oil spill, or a gas leak;		
	 c. an infestation, plague or epidemic; Example of an epidemic— a prevalence of foot-and-mouth disease 		
	d. a failure of, or disruption to, an essential service or		
	infrastructure;		
	e. an attack against the State;		
	f. another event similar to an event mentioned in paragraphs (a)		
	to (e).		
	Source: Disaster Management Act 2003		
Storm	Refers to organic plant based materials such as tree branches, shrubs, and		
damaged	foliage that has been damaged as a direct result of winds associated with a		
vegetation	storm or severe weather. Also referred to as green waste		

16. Policy Owner

The General Manager Infrastructure and Environment is the policy owner and the Emergency Management and Sustainability Manager is responsible for authoring and reviewing this policy.

17. Related Documents

- Business Continuity Plan for Ipswich City Council
- City of Ipswich Local Disaster Management Group Terms of Reference
- City of Ipswich Local Recovery Group Terms of Reference
- Local Disaster Management Plan
- Disaster Management Act 2003 Delegation
- Disaster Management Act 2003 Sub-Delegation
- <u>Disaster and Emergency Operations Administrative Directive</u>



IPSWICH CITY COUNCIL

Disaster Management Policy

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Approved by Council on	30 June 2020	
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IPSWICH CITY COUNCIL | Disaster Management Policy

2. Statement

Council is committed to promoting a resilient community that can prevent, prepare for, respond to and recover from the impacts of disaster which includes a focus on the needs of the community's most vulnerable persons.

3. Purpose and Principles

This policy guides Council by providing principles for discharging its responsibilities under the Disaster Management Act 2003 ('the Act') and the Disaster Management Regulation 2014.

The Act provides that local governments should primarily be responsible for managing disaster events in their local government area (section 4A(c)). Accordingly, Council:

- a) Undertakes its disaster management responsibilities in a way that complies with the various legislative and state instruments, including but not limited to the:
 - i. Standards for Disaster Management, issued pursuant to section 16N of the Act
 - ii. Disaster Management Strategic Policy Statement issued by the Queensland Government
 - iii. State Disaster Management Plan issued pursuant to section 49 of the Act
 - iv. Queensland Prevention, Preparedness, Response and Recovery Disaster Management Guideline, issued pursuant to section 63 of the *Act*
 - v. Queensland Disaster Management Training Framework issued in accordance with section 16A(c) of the *Act*
 - vi. City of Ipswich Local Disaster Management Plan a plan for the City of Ipswich, all agencies, all hazards and issued in accordance with section 57 of the Act
- b) Promotes and supports a comprehensive approach to disaster management which holistically incorporates prevention, preparedness, response and recovery.
- c) Promotes and supports individual and community resilience in accordance with the United Nations Sendai Framework for Disaster Reduction 2015-2030; the National Disaster Resilience Strategy; and the Queensland Strategy for Disaster Resilience 2017. This includes enabling and promoting the community to support itself and each other, as they are often best placed to identify and with support, reduce their vulnerability.
- d) Disaster operations and the management of emergency situations will be conducted under the direction of the appointed Local Disaster Coordinator (LDC) or Deputy Local Disaster Coordinator (DLDC) or delegate, for example the Local Recovery Coordinator (LRC).

IPSWICH CITY COUNCIL | Disaster Management Policy

4. Disaster Management Groups

a. Establishment

Council establishes, with its partner agencies the:

- i. City of Ipswich Local Disaster Management Group (LDMG) and the
- ii. City of Ipswich Local Recovery and Resilience Group (LRG)

b. Terms of References

These groups are required to have a terms of reference, consistent with the Disaster Management Act 2003; Disaster Management Regulation 2014 and this policy. The terms of reference will be approved by the respective group and published on the Ipswich City Council website.

c. Chairperson and Deputy Chairperson

Council will appoint a chairperson and at least one deputy chairperson by Council resolution, in accordance with the Act.

d. Acting Chairperson for a Group

In accordance with the Act, when a vacancy exists, or the chairperson is absent from duty, or cannot perform the role, the deputy chairperson of the group acts as the chairperson.

e. Arrangements for Ipswich City Council

Council as an entity, separate from the disaster management group/s will maintain a *disaster* response capability which recognises that disaster and emergency management is a whole of Council responsibility, supported and undertaken by all departments and branches.

5. Disaster Plans

a. Preparation

Council will prepare and maintain a Local Disaster Management Plan and a Local Recovery Sub Plan, which provides a detailed overview of the arrangements in place for the City and encourages coordinated arrangements between all levels of government and nongovernment entities.

b. Consultation

Disaster plans will be developed in consultation with the relevant Disaster Management Group.

c. Compliance

These plans will comply with the Act and will be developed with consultation from the LDMG and/or LRG, before being put before Council for resolution, and later endorsed by the same.

d. Review

Disaster plans will be reviewed at every 12 months. The review may not necessitate change; however, the conduct of the review should be recorded in the amendments register.

IPSWICH CITY COUNCIL | Disaster Management Policy

6. Disaster Operations

a. Objectives

The objective of disaster operations is drawn from the Queensland Government Strategic Policy Statement which states:

- 1. Strive to safeguard people, property and the environment from disaster impacts
- 2. Empower and support local communities to manage disaster risk, respond to disaster events and be more resilient.

b. Multi-agency Coordination

Multi-agency disaster operations will be coordinated through the Local Disaster Coordination Centre using the principles of Australian Inter-service Incident Management System.

Liaison Officers from external agencies will actively be encouraged with a view to facilitate strong collaboration and information sharing.

c. Ipswich City Council Coordination

Coordination of Ipswich City Council resources and reporting will occur through the Local Disaster Coordination Centre to maximise efficiency. The respective General Managers retain responsibility for service delivery decisions within their remit.

7. Lessons Management

Council commits to continuous improvement through adoption of the Queensland Disaster Management Lessons Management Framework which is authorised by the Inspector-General of Emergency Management.

8. Police, Emergency Services and Local Governments

Council will provide reasonable support to Police, emergency services and other local government entities to support disaster operations or emergency situations. This includes the provision of equipment and personnel.

Council, particularly where providing support to another local government area must consider the financial impact to the ratepayers of the City. However, it must be recognised that the City of Ipswich is often the beneficiary of mutual support.

Cost recovery arrangements may be applicable where Disaster Relief Funding Arrangements (DRFA) have been activated. Council will pursue cost recovery when these arrangements are activated.

9. Role of Councillors during a Disaster or Emergency

a. Councillors generally

Councillors have a responsibility to provide high quality leadership to the Council and the community and this critical role is achieved through several mechanisms including the establishment of the Local Disaster Management Group and Local Recovery & Resilience Group which are both chaired by Councillors.

IPSWICH CITY COUNCIL | Disaster Management Policy

Councillors will often be with their community and are able to relay important information to and from affected residents and broader community impacts.

b. Local Disaster Coordination Centre (LDCC)

Councillors, excluding chair or deputy chairperson of a disaster management group will not be able to access to the LDCC when established under operational conditions. The chairperson and deputy chairperson/s should only attend the LDCC where necessary to fulfil the requirements of their role.

c. Councillor Liaison Officer in the Local Disaster Coordination Centre

When required a Councillor Liaison Officer may be nominated and form part of the Local Disaster Coordination Centre. Generally, this will be from the Executive Support Branch. This role will:

- Act as the point of contact for all initial requests for information related to the disaster from Councillors.
- Receive on ground intelligence from Councillors pictures, video, community sentiment, trends and emerging issues. Note individual requests will not be actioned and will be required to be submitted in accordance with the Councillor - Staff Interaction Policy (raising services requests by a Councillor on behalf of a community member/customer and their outcomes).
- Coordinate and provide information regarding any community or other meetings relevant to Councillors.

d. Councillors appointed under the Disaster Management Act

In accordance with the Disaster Management Act 2003 a Councillor appointed to the role of Chairperson or Deputy Chairperson of the Local Disaster Management Group will fulfil the requirements outlined in the Act.

The Chairperson and Deputy Chairperson/s will be provided communications, reporting and briefings in line with the reporting required and scheduled as part of the broader Local Disaster Management Group and Local Recovery and Resilience Group.

e. Communications and reporting

Councillors will be provided the following information:

- Change of status of the Local Disaster Management Group (LDMG)
- Changes of status of the Local Disaster Coordination Centre (LDCC)
- Situation reports related to disaster operations and impacts on Council services
- Provision of information where community support above Council's current service delivery standards will occur.

Councillors and employees, as a matter of course will not be provided warnings or alerts where they are issued by other entities and freely available to the public.

10. Strategic Plan Links

This policy relates to:

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- Caring for the Community
- Caring for the Environment
- Listening, Leading and Financial Management

11. Regulatory Authority

Local Government Act 2009 Local Government Regulation 2014 Disaster Management Act 2003 Disaster Management Regulation 2014

12. Scope

This policy applies to all councillors, council staff, contractors, and others that act on Council's behalf to ensure they work in accordance with the policy principles and in accordance with the relevant legislation.

13. Roles and Responsibilities

Role	Responsibility	
City of Ipswich Local	The City of Ipswich Local Disaster Management Group (LDMG) is	
Disaster Management a multi-organisational group established in accordance w		
Group	section 29 of the Act to assist council with disaster management.	
	The functions of the LDMG are outlined in section 30 of the Act.	
City of Ipswich Local	The City of Ipswich Local Recovery and Resilience Group (LRG) is	
Recovery and Resilience	a multi-organisational subgroup of the LDMG and authorised by	
Group	the LDMG. Its functions are outlined in the Local Disaster	
	Management Plan.	
Chairperson, City of The chairperson is an elected representative appointed in		
Ipswich LDMG	AG accordance with the Act and by resolution of Council to manag	
	the business of the LDMG. The functions of the Chairperson ar	
	outlined section 34 of the Act.	
Chairperson, City of	The chairperson is an elected representative appointed by	
Ipswich LRG	resolution of Council to manage the business of the LRG.	
Local Disaster	The LDC is an officer of Council appointed to coordinate disaster	
Coordinator (LDC) /	operations for the LDMG. The functions of the LDC are outlined	
Deputy LDC section 36 of the <i>Act.</i>		
Local Recovery	The LRC is an officer of Council, subordinate to the LDC,	
Coordinator (LRC) delegated to coordinate recovery operations on beh		
	LRG.	
Chief Executive Officer	Ensure compliance with this policy by councillors and employees.	

14. Key Stakeholders

The following will be consulted during the review process:

- General Manager, Community, Cultural and Economic Development
- General Manager, Coordination and Performance
- General Manager, Corporate Services

IPSWICH CITY COUNCIL | Disaster Management Policy

- General Manager, Infrastructure and Environment
- General Manager, Planning and Regulatory Services

15. Monitoring and Evaluation

This policy will be reviewed at least every 2 years or following a significant disaster event.

Specific measures to determine the success and effectiveness of this policy include:

- Results of the Local Disaster Management Plan annual assessment conducted under direction of Office of Inspector General of Emergency Management.
- Number of relevant personnel compliant with the Queensland Disaster Management Training Framework.

16. Definitions

Term	Definition	
Disaster	A disaster is a serious disruption in a community, caused by the impact of an event, that requires a significant coordinated response by the State and other entities to help the community recover from the disruption.	
	serious disruption means—	
	a. loss of human life, or illness or injury to humans; or	
	b. widespread or severe property loss or damage; or	
	 c. widespread or severe damage to the environment. 	
	Source: Disaster Management Act 2003	
Disaster	Disaster management means arrangements about managing the potential	
management	adverse effects of an event, including, for example, arrangements for	
	mitigating, preventing, preparing for, responding to and recovering from a	
	disaster.	
Disaster	Source: Disaster Management Act 2003	
operations	Disaster operations means activities undertaken before, during or after an event happens to help reduce loss of human life, illness or injury to	
humans, property loss or damage, or damage to the environmen		
	including, for example, activities to mitigate the adverse effects of the	
	event.	
	Source: Disaster Management Act 2003	
Disaster	A system or community's ability to rapidly accommodate and recover from	
resilience	the impacts of hazards, restore essential structures and desired	
	functionality, and adapt to new circumstances.	
Source: Queensland Strategy for Disaster Resilience		
Disaster	Disaster response capability, for a local government, means the ability to	
response	provide equipment and a suitable number of persons, using the resources	
capability available to the local government, to effectively deal with, or help		
	entity to deal with, an emergency situation or a disaster in the local	
	government's area.	
	Source: Disaster Management Act 2003	
Emergency	An emergency situation, for the purposes of this policy is an event or	
situation	situation, similar to an event under the Disaster Management Act that has	

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Term	Definition		
	the potential to impact safety and wellbeing, damage property or the		
	environment, but is not classified as a disaster, however requires a Council		
	•		
	response.		
	Examples include:		
	 persons missing or injured in a Council conservation 		
	support to Queensland Police Service at traffic crash		
	 provision of water supply to Queensland Fire and Emergency 		
	Services		
Event	An event means any of the following—		
a. a cyclone, earthquake, flood, storm, storm tide, tornado,			
tsunami, volcanic eruption or other natural happening;			
	b. an explosion or fire, a chemical, fuel or oil spill, or a gas leak;		
	c. an infestation, plague or epidemic; Example of an epidemic— a		
prevalence of foot-and-mouth disease			
d. a failure of, or disruption to, an essential service or			
	infrastructure;		
e. an attack against the State;			
f. another event similar to an event mentioned in paragra			
	to (e).		
	Source: Disaster Management Act 2003		

17. Policy Owner

The General Manager Infrastructure and Environment is the policy owner and the Emergency Management and Sustainability Manager is responsible for authoring and reviewing this policy.

18. Related Documents

- Business Continuity Plan for Ipswich City Council
- City of Ipswich Local Disaster Management Group Terms of Reference
- City of Ipswich Local Recovery and Resilience Group Terms of Reference
- Local Disaster Management Plan
- Disaster Management Act 2003 Delegation
- Disaster Management Act 2003 Sub-Delegation
- Disaster and Emergency Operations Administrative Directive

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Disaster Management Policy

IPSWICH CITY COUNCIL

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2. Statement

Council is committed to promoting a resilient community that can prevent, prepare for, respond to and recover from the impacts of disaster which includes a focus on the needs of the community's most vulnerable persons.

This policy also outlines the principles of increasing Council's core business ("standard") service levels as a result of a disaster event.

6.3. Purpose and Principles

This policy guides Council by providing principles for discharging its responsibilities under the Disaster Management Act 2003 ('the Act') and the Disaster Management Regulation 2014.

The *Act* provides that local governments should primarily be responsible for managing disaster events in their local government area (section 4A(c)). <u>Accordingly Accordingly, Council:</u>

- <u>a)</u> Undertakes its disaster management responsibilities in a way that complies with the various legislative and state instruments, including but not limited to the:
 - a)
 - i. Standards for Disaster Management, issued pursuant to section 16N of the Act
 - ii. Disaster Management Strategic Policy Statement issued by the Queensland Government
 - iii. State Disaster Management Plan issued pursuant to section 49 of the Act
 - iv. Queensland Prevention, Preparedness, Response and Recovery Disaster Management Guideline, issued pursuant to section 63 of the *Act*
 - v. Queensland Disaster Management Training Framework issued in accordance with section 16A(c) of the *Act*
 - vi. City of Ipswich Local Disaster Management Plan a plan for the City of Ipswich, all agencies, all hazards and issued in accordance with section 57 of the *Act*
- b) Promotes and supports a comprehensive approach to disaster management which holistically incorporates prevention, preparedness, response and recovery.
- c) Promotes and supports individual and community resilience in accordance with the United Nations Sendai Framework for Disaster Reduction 2015-2030; the National Disaster Resilience Strategy; and the Queensland Strategy for Disaster Resilience 2017. - This includes enabling and promoting the community to support itself and each other, as they are often best placed to identify and with support, reduce their vulnerability.
- d) Undertakes accountable use of resources Council employees or contractors will not undertake works or activities on private land, unless specifically provided for in

IPSWICH CITY COUNCIL | Disaster Management Policy

existing legislation, local laws, policy or procedures and where Council is unable to provide support, attempts to refer to appropriate organisations will be made.

- e) Impact and Severity The impact and locality of disasters varies each time. Support should be targeted to the affected areas.
- d) Disaster operations and the management of emergency situations will be conducted under the direction of the appointed Local Disaster Coordinator (LDC) or Deputy Local Disaster Coordinator (DLDC) or delegate, for example the Local Recovery Coordinator (LRC).

g)

8.4. Disaster Management Groups Disaster Management Arrangements

a. Arrangements for the City of IpswichEstablishment

Council has established establishes, with its partner agencies the:

- City of Ipswich Local Disaster Management Group (LDMG) and the
- City of Ipswich Local Recovery and Resilience Group (LRG)

which are made up of key stakeholders from various levels and departments of government, essential service providers and other non government organisations.

Council will act as the Secretariat for the City of Ipswich LDMG and the City of Ipswich LRG.

Council will prepare and maintain a Local Disaster Management Plan, which provides a detailed overview of the arrangements in place for the City and encourages coordinated arrangements between all levels of government and non-government entities.

b. Terms of References

These groups are required to have a terms of reference, consistent with the Disaster Management Act 2003Act; Disaster Management Regulation 2014 and this policy. The terms of reference will be approved by the respective group and published on the Ipswich City Council website.

c. Chairperson and Deputy Chairperson

Council will appoint a chairperson and at least one deputy chairperson by Council resolution, in accordance with the *Act*.

d. Acting Chairperson for a Group

In accordance with the *Act*, when a vacancy exists, or the chairperson is absent from duty, or cannot perform the role, the deputy chairperson of the group acts as the chairperson.

e. Arrangements for Ipswich City Council

e. Council as an entity, separate from the disaster management group/s will maintain a disaster response capability which recognises that disaster and emergency management is a whole of Council responsibility, supported and undertaken by all departments and branches.

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Council as an entity in its own right will maintain a disaster response capability which recognises that disaster and emergency management is a whole of Council responsibility, supported and undertaken by all departments and service delivery units.

5. Disaster Plans

a. Preparation

Council will prepare and maintain a Local Disaster Management Plan and a Local Recovery Sub Plan, which provides a detailed overview of the arrangements in place for the City and encourages coordinated arrangements between all levels of government and nongovernment entities.

b. Consultation

<u>Disaster plans will be developed in consultation with the relevant Disaster Management</u> Group.

c. Compliance

These plans will comply with the *Act* and will be developed with consultation from the LDMG and/or LRG, before being put before Council for resolution, and later endorsed by the same.

d. Review

Disaster plans will be reviewed at every 12 months. The review may not necessitate change; however, the conduct of the review should be recorded in the amendments register.

6. Disaster Operations

a. Objectives

The objective of disaster operations is drawn from the Queensland Government Strategic Policy Statement which states:

- 1. Strive to safeguard people, property and the environment from disaster impacts.
- 2. Empower and support local communities to manage disaster risk, respond to disaster events and be more resilient.

b. Multi-agency Coordination

Multi-agency disaster operations will be coordinated through the Local Disaster Coordination Centre using the principles of Australian Inter-service Incident Management System.

<u>Liaison Officers from external agencies will actively be encouraged with a view to facilitate strong collaboration and information sharing.</u>

c. Ipswich City Council Coordination

Coordination of Ipswich City Council resources and reporting will occur through the Local Disaster Coordination Centre to maximise efficiency. The respective General Managers retain responsibility for service delivery decisions within their remit.

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7. Lessons Management

Council commits to continuous improvement through adoption of the Queensland Disaster Management Lessons Management Framework which is authorised by the Inspector-General of Emergency Management.

10.8. Mutual support to Police, Emergency Services and Local Governments

Council will provide reasonable support to Police, emergency services and other local government entities to support disaster operations or an emergency situations. - This includes the provision of equipment and personnel.

Council, particularly where providing support to another local government area must consider the financial impact to the ratepayers of the City. However, it must be recognised that the City of Ipswich is often the beneficiary of mutual support.

Cost recovery arrangements may be applicable where Disaster Relief Funding Arrangements (DRFA) have been activated. Council will pursue cost recovery when these arrangements are activated.

11.9. Role of Councillors during a Disaster or Emergency

a. Councillors generally

Councillors have a responsibility to provide high quality leadership to the Council and the community and this critical role is achieved through several mechanisms including the establishment of the Local Disaster Management Group and Local Recovery & Resilience Group which are both chaired by Councillors.

a____

The role of Councillors within the community is essential during disaster and emergencies. Councillors will often be with their communitiesy and are able to relay important information to and from affected residents and report on broader community impacts.

- Councillors will also be able to refer residents to the appropriate authorities and sources of information, such as the Disaster Dashboard (http://disaster.ipswich.qld.gov.au).
- c.b. Councillor Local Disaster Coordination Centre (LDCC) Liaison Officer

 Councillors_ (excluding Chair/Deputy Chair of the LDMG) chair or deputy chairperson of a disaster management group will not be able to access to the Local Disaster Coordination Centre LDCC if when established under operational conditions. The Chairperson and Ddeputy Chairperson/s should only attend the Local Disaster Coordination Centre LDCC where absolutely necessary to fulfil the requirements of their role.

c. Councillor Liaison Officer in the Local Disaster Coordination Centre

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Should the LDMG move its status to stand up-When required a Councillor Liaison Officer will may be nominated appointed and form part of the Local Disaster Coordination Centre.

GenerallyGenerally, this will be from the Executive Support Branch. This role will:

- Act as the point of contact for all initial requests for information related to the disaster from Councillors.
- Receive on ground intelligence from Councillors pictures, video, community sentiment, trends and emerging issues. Note individual requests will not be actioned and will be required to be submitted in accordance with the Councillor - Staff Interaction Policy (raising services requests by a Councillor on behalf of a community member/customer and their outcomes).
- Coordinate and provide information regarding any community or other meetings relevant to Councillors.

•

d. Councillors appointed under the Disaster Management Act

In accordance with the <u>Disaster Management Act 2003Act</u> a Councillor appointed to the role of <u>Chairperson chairperson</u> or <u>Deputy deputy Chairperson chairperson</u> of the Local Disaster Management Group will fulfil the requirements outlined in the <u>Act</u>.

The <u>c</u>Chairperson and <u>d</u>Deputy <u>c</u>Chairperson/s will be provided communications, reporting and briefings in line with the reporting required and scheduled as part of the broader Local Disaster Management Group and Local Recovery and Resilience Group.

The Chairperson and Deputy Chairperson/s should only attend the Local Disaster

Coordination Centre where absolutely necessary to fulfil the requirements of their role.

f. This policy does not negate other policies

The disaster or emergency situation, or membership on the Local Disaster Management Group does not affect the application of all other policies or procedures for Councillors, including, but not limited to:

- Councillor Code of Conduct
- Councillor Staff Interaction Policy
- Councillor Capture and Retention of Public Records Policy

k.e.Communications and reporting

Councillors will be provided the following information:

- Change of status of the Local Disaster Management Group (LDMG)
- Changes of status of the Local Disaster Coordination Centre (LDCC)
- Situation reports related to disaster operations and impacts on Council services
- Provision of information where community support above Council's current service delivery standards will occur
- •Councillors and employees, as a matter of course will not be provided warnings or alerts where they are issued by other entities and freely available to the public.

IPSWICH CITY COUNCIL | Disaster Management Policy

Councillors are able to obtain available information directly from the relevant source.

Notification tune	Contact owner and where to access	
Notification type		
Biosecurity alerts	 Department of Agriculture and Fisheries 	
	https://www.daf.qld.gov.au/news-media/alerts	
Bushfire and	Queensland Fire and Emergency Services	
emergency	https://newsroom.psba.qld.gov.au/Content/Home/ENL/ENLSig	
incidents	nup/ENLSignup/-3/-3/1	
Dam release	• Seqwater	
notifications	https://www.seqwater.com.au/dam-release-notification-	
	<u>service</u>	
Earthquake	Geoscience Australia	
notification service	https://earthquakes.ga.gov.au/	
Health alerts	Queensland Health	
	https://www.health.qld.gov.au/news-events/newsletter	
Police notifications	Queensland Police Service -	
	https://mypolice.qld.gov.au/ipswich/	
Weather and fire	Ipswich City Council, My Ipswich Alerts	
conditions	https://ipswich.qld.gov.au/myipswichalerts	
	 Disaster dashboard http://disaster.ipswich.qld.gov.au 	
	 Bureau of Meteorology http://www.bom.gov.au/ 	

12. Disaster Plans

Local disaster management plans and sub-plans are prepared by Council in accordance with the Disaster Management Act 2003. These plans are adopted by Council resolution and endorsed by the Local Disaster Management Group (LDMG) to facilitate whole of community, whole of government response and recovery.

Disaster plans will be published on Council's website.

13. Support above Council's standard service delivery levels

Provision of sandbags

Ultimate responsibility for the protection of property including any costs incurred is the responsibility of the property owner and/or occupier.

Determination of provision of sand and sandbags

Council may provide assistance by providing sandbags, if approved by the General Manager (Infrastructure and Environment) or the Local Disaster Coordinator (or Deputy). The table below provides a guidance as to approval considerations to issue sandbags

Circumstance/trigger	Provision of sandbags	
Short-duration / intense bursts of rain / sustained light rain		
Bureau of Meteorology describes the weather as heavy	Sandbags are the	
rain, wet weather, or severe storms that are unlikely to	responsibility of the	
result in inundation to the essential living areas of	owner/occupier. Council	
properties within the City of Ipswich. An example is a	will not supply sandbags.	

IPSWICH CITY COUNCIL | Disaster Management Policy

Circumstance/trigger	Provision of sandbags
summer storm where the anticipated rainfall is relatively	
minor or intense short bursts of heavy rain are predicted.	
Sustained and intense rain with widespread flooding with	nin the City of Ipswich
Event may include, heavy rain, wet weather or severe	Business and residents will
storms that are likely to result in floor level inundation to	be able to collect no more
properties within the City of Ipswich. Examples include	than 30 sandbags from one
the effects of ex-tropical cyclone Oswald, 2011 floods.	of the nominated locations.
	Individuals may be required
	to fill their own sand bags.

Council's provision of sandbag assistance has been informed by strong research and best practice examples.

- Storm Damaged Vegetation Disposal

Generally, ultimate responsibility for the clean-up of property and any costs incurred is the responsibility of the property owner and/or occupier.

Following an endorsed storm damage vegetation event Council may provide partial or fully subsidised disposal of vegetation waste from residential properties that has been damaged by the same endorsed storm damaged vegetation event.

Determination of an Approved Storm Damage Vegetation Event

The General Manager (Infrastructure and Environment) or Manager, Field Services may approve an *endorsed storm damage vegetation event*. In approving an *endorsed storm damage vegetation event*, approving the following factors will be taken into consideration:

- 38. The principles outlined in within this policy; and
- 39. Whether there is widespread damage across the City of Ipswich; and
- 40. The speed and nature of the wind (normally from recorded observations at Amberley or Greenbank stations). As high level guidance the below table this can include:
 - . Beaufort wind scale where the rating is greater than 10
 - . Tropical Cyclone equivalent where it wind speed is consistent with category 2 or above.

43.10. Strategic Plan Links

This policy relates to iFuture Corporate Plan:

- Theme 2 Safe, inclusive and creative
- Theme 3 Natural and sustainable
- Theme 4 A trusted & leading organisations

This policy relates to:

- Caring for the Community
- Caring for the Environment

IPSWICH CITY COUNCIL | Disaster Management Policy

• Listening, Leading and Financial Management

48-11. Regulatory Authority

Local Government Act 2009 Local Government Regulation 2014 Disaster Management Act 2003 Disaster Management Regulation 2014

49-12. Scope

This policy applies to all councillors, council staff, contractors, and others that act on Council's behalf to ensure they work in accordance with the policy principles and in accordance with the relevant legislation.

50.13. Roles and Responsibilities

Role	Responsibility	
City of Ipswich Local	The City of Ipswich Local Disaster Management Group (LDMG)	
Disaster Management	is a multi-organisational group established in accordance with	
Group	section 29 of the Act to assist council with disaster	
	management. The functions of the LDMG are outlined in	
	section 30 of the Act.	
City of Ipswich Local	The City of Ipswich Local Recovery and Resilience Group (LRG)	
Recovery and Resilience	is a multi-organisational sub groupsubgroup of the LDMG and	
Group	authorised by the LDMG. Its functions are outlined in the Local Disaster Management Plan.	
Chairperson, City of	The chairperson is an elected representative appointed in	
Ipswich LDMG	accordance with the Act and by resolution of Council to	
	manage the business of the LDMG. The functions of the	
	Chairperson are outlined section 34 of the Act.	
Chairperson, City of	The chairperson is an elected representative appointed by	
Ipswich LRG	resolution of Council to manage the business of the LRG.	
Local Disaster	The LDC is an officer of Council appointed to coordinate	
Coordinator (LDC) /	disaster operations for the LDMG. The functions of the LDC	
Deputy LDC	are outlined section 36 of the Act.	
Local Recovery	The LRC is an officer of Council, subordinate to the LDC,	
Coordinator (LRC)	delegated to coordinate recovery operations on behalf of the LRG.	
Chief Executive Officer	Ensure compliance with this policy by councillors and	
Conoral Manager	employees.	
General Manager	Approval of the provision of sandbags	
(Infrastructure and	approval of the provision of sandbags	
Environment) /		
Manager of Field		
Services		

51-14. Key Stakeholders

The following will be consulted during the review process:

IPSWICH CITY COUNCIL | Disaster Management Policy

- General Manager, Community, Cultural and Economic Development
- General Manager, Coordination and Performance
- General Manager, Corporate Services
- General Manager, Infrastructure and Environment
- General Manager, Planning and Regulatory Services

52.15. Monitoring and Evaluation

This policy will be reviewed at least every 2 yearsyears or following a significant disaster event.-

Specific measures to determine the success and effectiveness of this policy include:

- Results of the Local Disaster Management Plan annual assessment conducted under direction of the Office of Inspector General of Emergency Management.
- Number of relevant positions descriptions, including General Managers that include reference to disaster management responsibilities.
- Number of relevant personnel compliant with the Queensland Disaster Management Training Framework.

53,16. Definitions

Term	Definition	
Disaster	A disaster is a serious disruption in a community, caused by the impact of	
	an event, that requires a significant coordinated response by the State	
	and other entities to help the community recover from the disruption.	
	Serious disruption means—	
	a. loss of human life, or illness or injury to humans; or	
	b. widespread or severe property loss or damage; or	
	c. widespread or severe damage to the environment.	
	Source: Disaster Management Act 2003	
Disaster	Disaster management means arrangements about managing the	
management	potential adverse effects of an event, including, for example,	
	arrangements for mitigating, preventing, preparing for, responding to	
	and recovering from a disaster.	
	Source: Disaster Management Act 2003	
Disaster	Disaster operations means activities undertaken before, during or after	
operations	an event happens to help reduce loss of human life, illness or injury to	
	humans, property loss or damage, or damage to the environment,	
	including, for example, activities to mitigate the adverse effects of the	
	event.	
	Source: Disaster Management Act 2003	
Disaster	A system or community's ability to rapidly accommodate and recover	
resilience	from the impacts of hazards, restore essential structures and desired	
	functionality, and adapt to new circumstances.	
	Source: Queensland Strategy for Disaster Resilience	

IPSWICH CITY COUNCIL | Disaster Management Policy

Term	Definition		
Disaster	Disaster response capability, for a local government, means the ability to		
response	provide equipment and a suitable number of persons, using the		
capability	resources available to the local government, to effectively deal with, or		
	help another entity to deal with, an emergency situation or a disaster in		
	the local government's area.		
	Source: Disaster Management Act 2003		
Emergency	An emergency situation, for the purposes of this policy is an event or		
situation	situation, similar to an event under the Disaster Management Act that		
	has the potential to impact safety and wellbeing, damage property or the		
	environment, but is not classified as a disaster, however requires a		
	Council response.		
	Examples include:		
	 persons missing or injured in a Council conservation 		
	 support to Queensland Police Service at traffic crash 		
	provision of water supply to Queensland Fire and Emergency		
	Services		
Endorsed	Is a wind or severe weather event that has been assessed against this		
storm damage			
vegetation	subsidised disposal of vegetation waste from residential properties		
event			
Event	An event means any of the following—		
	a. a cyclone, earthquake, flood, storm, storm tide, tornado,		
	tsunami, volcanic eruption or other natural happening;		
	b. an explosion or fire, a chemical, fuel or oil spill, or a gas leak;		
	c. an infestation, plague or epidemic; Example of an epidemic— a		
	prevalence of foot-and-mouth disease		
	d. a failure of, or disruption to, an essential service or		
	infrastructure;		
	e. an attack against the State;		
	f. another event similar to an event mentioned in paragraphs (a) to		
	(e).		
	Source: Disaster Management Act 2003		
Storm	Refers to organic plant based materials such as tree branches, shrubs,		
damaged	and foliage that has been damaged as a direct result of winds associated		
vegetation	with a storm or severe weather. Also referred to as green waste		

57.17. Policy Owner

The General Manager Infrastructure and Environment is the policy owner and the Emergency Management and Sustainability Manager is responsible for authoring and reviewing this policy.

58-18. Related Documents

- Business Continuity Plan for Ipswich City Council
- City of Ipswich Local Disaster Management Group Terms of Reference

IPSWICH CITY COUNCIL | Disaster Management Policy

- City of Ipswich Local Recovery and Resilience Group Terms of Reference
- Local Disaster Management Plan
- Disaster Management Act 2003 Delegation
- Disaster Management Act 2003 Sub-Delegation
- Disaster and Emergency Operations Administrative Directive





IPSWICH CITY COUNCIL

Disaster Event Support to the Community

Version Control and Objective ID	Version No: 1	Objective ID:
Approved by Council on		
Date of Review		

1. Statement

This policy outlines the principles of increasing Council's standard service levels in the lead up, during and immediately after a disaster event to support the community.

2. Purpose and Principles

This policy guides Council on the provision of additional service levels because of a disaster event. In the provision of providing additional service levels Council must consider:

- a. Promotion and support to individual and community resilience in accordance with the United Nations Sendai Framework for Disaster Reduction 2015-2030; the National Disaster Resilience Strategy; and the Queensland Strategy for Disaster Resilience 2017. Provide mechanisms that directly or indirectly encourage personal and community preparedness for example, but not limited to the take up of insurance, accessing services that are provided by another organisation or level of government. This includes enabling and promoting the community to support itself and each other, as they are often best placed to identify and with support, reduce their vulnerability.
- b. Undertakes accountable use of resources Council employees or contractors will not undertake works or activities on private land, unless specifically provided for in existing legislation, local laws, policy or procedures and where Council is unable to provide support, attempts to refer to appropriate organisations will be made.
- c. Ultimate responsibility for the protection of property including any costs incurred is the responsibility of the property owner and/or occupier.
- d. Impact and Severity The impact and locality of disasters varies each time. Support should be targeted to the affected areas.
- e. Minimise unnecessary competition with commercial providers for example but not limited to arborists, hardware, and landscapers.
- f. Minimise the services that result in the subsidisation of commercial providers such as insurers for example, but not limited to fee waivers for commercial and demolition waste.

IPSWICH CITY COUNCIL | Disaster Management Policy

3. Specific Support Measure - Provision of Sandbags

Council may aid by providing sandbags based on forecasts made by the Bureau of Meteorology. The table below provides guidance on Council's approach.

Circumstance/trigger Provision of sandbags Short duration / intense bursts of rain / sustained light rain Bureau of Meteorology describes the weather as heavy Sandbags are the rain, wet weather, or severe storms that are unlikely to responsibility of the result in inundation to the essential living areas of owner/occupier. Council properties within the City of Ipswich. will not supply sandbags. An example is a summer storm where the anticipated rainfall is relatively minor or intense short bursts of heavy rain are predicted. Sustained and intense rain with widespread flooding within the City of Ipswich Event may include heavy rain, wet weather or severe Businesses and residents will be able to collect no storms that are likely to result in floor level inundation to properties within the City of Ipswich. Examples include more than 30 sandbags from one of the nominated the effects of ex-tropical cyclone Oswald, 2011 floods. locations. Individuals may be required to fill their own sandbags.

Council's provision of sandbag assistance has been informed by strong research and best practice examples.

4. Specific Support Measure – Storm Damaged Vegetation

Following destructive and dangerous winds that result in damage, Council may provide partial or fully subsidised disposal of vegetation waste from residential properties. The provision of partial or fully subsidised disposal of vegetation waste from residential properties will take into consideration the following:

- 1. The principles outlined within this policy; and
- 2. Whether there is widespread damage across the City of Ipswich; and
- 3. The damage and/or wind speed and nature of the wind (normally from recorded observations at Amberley or Greenbank stations) is aligned with a rating greater than 10 on the Beaufort wind scale or the wind speed is consistent with a Tropical Cyclone Category 2.
- 4. Whether the costs associated with the subsidised vegetation disposal is claimable under State or Federal disaster recovery funding.

IPSWICH CITY COUNCIL | Disaster Management Policy

5. Specific Support Measure - Debris and Waste Disposal

Following a disaster, as defined in the Disaster Management Act 2003, Council may provide partial or fully subsidised disposal of waste, where it is:

- Non-commercial
- · Not building or construction waste; and
- Does not contain hazardous materials (including, but not limited to asbestos containing materials)

The decision to provide partially or fully subsidised waste disposal will need to consider the following:

- 1. The principles outlined within this policy; and
- 2. Whether there is widespread damage across the City of Ipswich; and
- 3. The impact to public health; and
- 4. Whether the costs associated with the subsidised disposal is claimable under State or Federal disaster recovery funding.

6. Strategic Plan Links

This policy relates to iFuture Corporate Plan:

- Theme 2 Safe, inclusive and creative
- Theme 3 Natural and sustainable
- Theme 4 A trusted & leading organisations

7. Regulatory Authority

Local Government Act 2009 Local Government Regulation 2014 Disaster Management Act 2003 Disaster Management Regulation 2014

8. Scope

This policy applies to all councillors, council staff, contractors, and others that act on Council's behalf to ensure they work in accordance with the policy principles and in accordance with the relevant legislation.

9. Roles and Responsibilities

Role	Responsibility
Chief Executive Officer	Ensure compliance with this policy by councillors and employees.
General Manager	Approval and oversight of specific support measures related to:
(Infrastructure and	 Provision of sandbags
Environment)	 Fully or partially subsidised storm damage vegetation
	 Fully or partially subsidised waste disposal

IPSWICH CITY COUNCIL | Disaster Management Policy

Role	Responsibility
Manager, Works,	Approval and implementation of specific support measures related to:
and Field Services	 Provision of sandbags
	 Fully or partially subsidised storm damage vegetation
Manager,	Approval and implementation of specific support measures related to:
Environment and	 Fully or partially subsidised storm damage vegetation
Sustainability	 Fully or partially subsidised waste disposal

10. Key Stakeholders

The following will be consulted during the review process:

- General Manager, Community, Cultural and Economic Development
- General Manager, Coordination and Performance
- General Manager, Corporate Services
- General Manager, Infrastructure and Environment
- General Manager, Planning and Regulatory Services

11. Monitoring and Evaluation

This policy will be reviewed at least every 2 years or following a significant disaster event.

12. Definitions

Term	Definition
Disaster resilience	A system or community's ability to rapidly accommodate and recover from the impacts of hazards, restore essential structures and desired functionality, and adapt to new circumstances. Source: Queensland Strategy for Disaster Resilience
Storm damaged vegetation	Refers to organic plant-based materials such as tree branches, shrubs, and foliage that has been damaged as a direct result of winds associated with a storm or severe weather. Also referred to as green waste

13. Policy Owner

The General Manager Infrastructure and Environment is the policy owner and the Emergency Management and Sustainability Manager is responsible for authoring and reviewing this policy.

14. Related Documents

• Disaster Management Policy

Fact Sheet

Disaster Management Overview

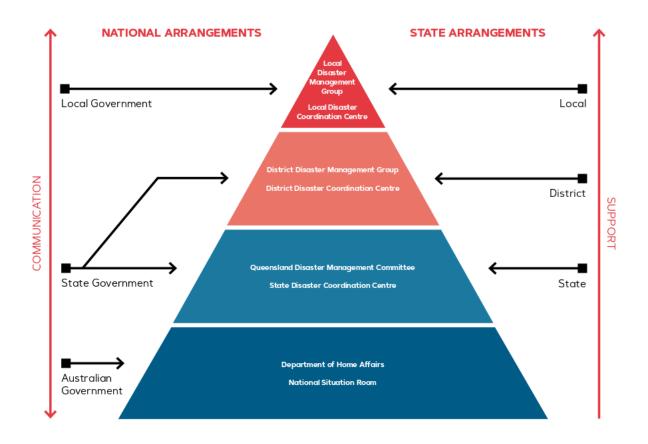
Queensland's Disaster Management Arrangements

The Disaster Management Act 2003 is the governing legislation – this Act establishes local governments as being primarily responsible for managing disaster events through the Local Disaster Management Group (LDMG).

This group is however bound by strong legislative instruments and guidance from the state. The group

comprises of Mayor Harding as the Chairperson and Cr Kunzelmann as the Deputy Chairperson and external entities.

The Local Recovery and Resilience Group (LRG) is a sub-group under the LDMG which is chaired by Cr Kunzelmann.



For more information about the disaster management arrangements visit: lpswich.qld.gov.au/disasterplans.



Getting Information

Obtaining information during disasters can be difficult due to the changing situation. You can sign up to receive notifications at the below links:

Biosecurity alerts

 Department of Agriculture and Fisheries Daf.qld.qov.au/news-media/alerts

Bushfire and emergency incidents

 Queensland Fire and Emergency Services Qfes.qld.gov.au/Current-Incidents

Dam release notifications

Seqwater
 Seqwater.com.au/dam-release-notification-service

Earthquake notification service

Geoscience Australia
 Earthquakes.ga.gov.au

Health alerts

 Queensland Health Health.ald.gov.au/news-events/newsletter

Police notifications

 Queensland Police Service <u>Mypolice.qld.gov.au/ipswich</u>

Weather and fire conditions

- Disaster Dashboard
 Disaster.ipswich.qld.qov.au
- Bureau of Meteorology
 Bom.gov.au

Council's role

- Act as Secretariat to the LDMG and LRG.
- Ensure that it has a disaster response capability.
- Ensure the continuity of essential local government services including, but not limited to public health, waste, maintenance of parks (including debris clearance), city-controlled roads and bridges, animal control and environmental protection.
- Conduct and implement community education and awareness programs.
- Maintain flood telemetry (measurement) and warning systems within the LGA and collect, analyse, and disseminate information from these systems in conjunction with the Bureau of Meteorology (BoM).
- Coordinate immediate recovery needs in conjunction with partner organisations.

Our top natural hazard risks









For more information about the disaster management arrangements visit: lpswich.qld.gov.au/disasterplans.

Our aim for the community

We recognise that the increasing frequency and intensity of disasters will cost government and community. We want to encourage action and decisions that enable a level of personal responsibility, in short:



Funding

Council is responsible for costs of any activities; services or functions it undertakes or initiates.

Council may be able to claim back costs incurred. This is heavily regulated and for very specific items. We are unable to cover the costs of any core activities such as employee day labour costs diverted to support disaster operations.

Our trigger for counter disaster funding is expenditure of \$240,000 in the local government area.

For support with assets our trigger is in excess of \$1.2million. The funding arrangements are very clear in their intention that it will not replicate insurance gaps or lack of insurance either for public or private damage.

Community preparedness resources

- Council has produced a number of videos for use on social media, featuring Auslan interpretations: Youtube.com/playlist ?list=PLf6aRmYsGYXa78VxSOmK0kwfRygJqQiot
- On the Emergency Management website (<u>lpswich.ald.gov.au/emergency</u>) there is the following resources:
 - Emergency checklists
 - Disability preparedness
 - Property checks
 - Advice on animals, bushfire readiness, storms, flood and dam safety
- Simplified English and pictorial cards
- School education resources
- Community business continuity resources.



Updated August 2021

Fact Sheet

Councillors and Disaster Operations

Disaster management and operations

Disaster management is an all-encompassing term which refers to disaster prevention, preparedness, response and recovery.

Disaster operations are the actions immediately before, during and after a disaster. The Local Disaster Coordination Centre (LDCC) conducts the operational business of the Local Disaster Management Group's (LDMG) strategic direction. Sean Madigan is the Local Disaster Coordinator (LDC) and the accountable officer for disaster operations under the *Disaster Management Act 2003*

Irrespective of whether the LDMG is activated, a primary agency has responsibility for the overall response control. For flooding this is Council, for fire it is Queensland Fire and Emergency Services (QFES) and for heatwave and pandemic it is Queensland Health.

What information can I expect in disaster operations?

In disaster operations the LDCC will provide regular information on:

- a change of status of the LDMG
- the emergence of a threat that may necessitate the involvement of the LDMG
- Situation reports on LDMG activities
- When support is provided to another LDMG, agency or council?

Is information provided confidential?

All information obtained in administering disaster operations is to be considered confidential unless otherwise stated.

The *Disaster Management Act 2003* makes it an offence to disclose, make record of, or use information obtained [s. 139] – limited exceptions exist.

Councillor Liaison Officer (CLO)

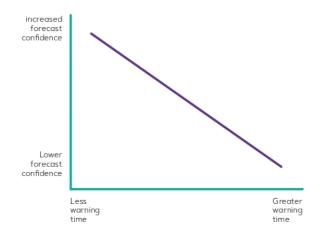
The Disaster Management Policy allows for the appointment of a CLO to facilitate information sharing during disasters. If it is not activated and a need arises this should be requested via the LDC.

Social media

- Consider sharing from authorities such as Ipswich City Council, QFES, Police, etc. Many of these organisations update each post if they are no longer current.
- Consider dating your posts e.g. #March2021 as there are examples of previous posts being shared causing angst.
- Note that anything posted may be used in a Commission of Inquiry or similar.

Forecasting

Forecasting fire, floods or even the spread of pandemic is inherently difficult and full of assumptions. Caution should be applied when communicating these. There is an inverse relationship between lead time and accuracy.





For more information about the disaster management arrangements visit: lpswich.qld.gov.au/disasterplans.

Council services

All requests for council services are to go through the customer call centre or Mylpswich.com per business as usual arrangements.

Evacuation centres

- Preferred strategy: stay with family, friends, neighbours or commercial accommodation.
- Evacuation centres are established only as a last resort – they are uncomfortable, and facilities are adhoc. They accommodate 1.5m² per person; one shower for 50 people and one toilet to every 20 people.
- They are highly resource intensive, rely on volunteers and cannot always be staffed.
- If opened, evacuation centre information will be published on the disaster dashboard. Residents will likely need to bring bedding, supplies and initial food provisions.
- Evacuation centres contain very traumatised people.
 Evidence and experience suggests media events and attendance at centres is harmful to evacuees or the impacted community.

Evacuation

Evacuation is a process of moving people from one location to a safer location.

- Evacuation does not mean that an evacuation centre will be opened.
- Evacuation can be difficult and can potentially place people in harm's way – the advice is to leave early.
- Evacuation can be mandatory (if ordered by Police) or it can be voluntary where requests can be made from the LDMG and emergency services.

Donations

 The disaster management sector actively discourages donated goods as they cause a number of issues.
 Instead the Queensland Government has partnered with GIVIT (<u>Givit.org.au</u>) to manage donations.



- Financial donations to charities and the Premier Disaster Relief Fund are preferred.
- Cash donations allow funds to be spent locally, maintain jobs and stimulate the economy.
- Using donations to established funds means that council does not have to manage the complexities of funds distribution.

Trends, problems and ideas

- Although council service requests go through the usual arrangements, Councillors can provide invaluable insights to community sentiment, emerging trends and issues as well as the development of solutions.
- There are a number of mechanisms through which to raise these matters, which include:
 - Contact with the Chair or Deputy Chair of the Local Disaster Management Group
 - 2. Contact with the Local Disaster Coordinator
 - Contact with the Councillor Liaison Officer (if appointed)
 - Email to <u>emergency@ipswich.ald.govau</u> (this should be reserved for insights, photos, observations and general trend information).

For more information about the disaster management arrangements visit: lpswich.qld.gov.au/disasterplans.

Ipswich

Fact Sheet

Useful Community Messages for Councillors

Getting assistance

IN AN EMERGENCY







- In a life-threatening emergency call triple zero (000).
- For emergency SES assistance phone 132 500 or visit 132500.qld.qov.au
- Visit Disaster Dashboard for current disaster information – <u>Disaster.ipswich.qld.gov.au</u>
- Emergency Alert is an official government message and should be actioned if received. It will appear on a mobile phone as a text message from 0444 444 444.

Road closures

- For traffic updates call 131 940 or visit
 <u>Qldtraffic.qld.gov.au</u> or the Disaster Dashboard –
 <u>Disaster.ipswich.qld.gov.au</u>
- Road closures occur after council or Police have inspected the road – there will be a delay in updates.
- In the case of flash flooding, roads may reopen sooner than Council or Police can attend.

Donations

- Council does not accept donations.
- All donations, financial or physical should be directed to <u>Givit.ora.au</u> or a reputable local charity.
- Cash donations are encouraged to facilitate economic stimulus and maintain jobs post disaster impact.



Volunteering

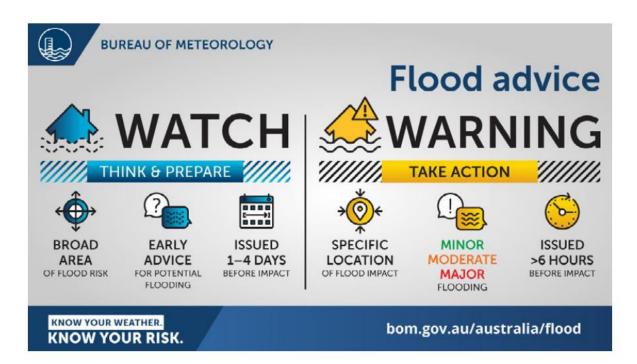
- Before volunteering have you supported your family, friends and neighbours first?
- Register with a local charity, service, community or religious organisation.
- If you are unable to provide support through local charity, service, community or religious organisation then register to volunteer at <u>Emergencyvolunteering.com.au</u>
- When providing support to someone impacted by a disaster, take the time to ask them how they wish to be supported and ensure you obtain consent before doing any work or activities

Evacuation centres

- Council encourages residents to consider family, friends, neighbours and commercial accommodation in the first instance. These options will provide greater privacy and comfort.
- Evacuation centres are a place of last resort, because they are not a resort.
- Council does not publish a list of evacuations centres until they are open, this is to ensure that evacuation centres are in the best possible location, given the type of disaster event.
- Council may, in place of opening an evacuation centre open a Place of Refuge which is a short term place of safety, with toilets, water and provision of information. A place for people to seek refuge while arranging alternate accommodation.
- What to bring: food, water, essential medications and personal items, clean clothing, bedding, identification and items for children (nappies, formula, toys, books).

For more information about the disaster management arrangements visit: lpswich.qld.gov.au/disasterplans.





Flood and severe warnings

- Responsibility: Bureau of Meteorology is responsible for issuing warnings of these nature.
- Flood Watch: provides early advice of a developing situation that may lead to flooding. A Flood Watch is not a warning of imminent flooding.
- Flood Warning: issued when the Bureau of Meteorology is more certain that flooding is expected, often when rainfall has started to fall. Flood Warnings are more targeted and are issued for specific catchments or even sub-catchments in some of the larger river basins. Flood Warnings will generally include specific predictions of the severity of expected flooding.

Useful smart phone apps













Flood classifications

- Minor: causes inconvenience. Low-lying areas next to water courses are inundated. Minor roads may be closed, and low-level bridges submerged. In urban areas inundation may affect some backyards and buildings below the floor level as well as bicycle and pedestrian paths. In rural areas removal of stock and equipment may be required.
- Moderate: the area of inundation is more substantial. Main traffic routes may be affected. Some buildings may be affected above the floor level. Evacuation of flood affected areas may be required. In rural areas removal of stock is required.
- Major: extensive rural areas and/or urban areas are inundated. Many buildings may be affected above the floor level. Properties and towns are likely to be isolated and major rail and traffic routes closed. Evacuation of flood affected areas may be required. Utility services may be impacted.

For more information about the disaster management arrangements visit: lpswich.qld.gov.au/disasterplans.

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