



SCENIC RIM REGIONAL COUNCIL

Corporate & Community Services Committee

Agenda

Meeting to be held in the Council Chambers

82 Brisbane Street

Beaudesert

Monday, 17 July 2017

Commencing at the conclusion of the
Finance Committee Meeting

SCENIC RIM REGIONAL COUNCIL
CORPORATE & COMMUNITY SERVICES COMMITTEE
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CORPORATE & COMMUNITY SERVICES COMMITTEE

AGENDA

ATTENDANCE

Cr V A West, Chair
Cr G R Christensen, Mayor
Cr N O'Carroll, Deputy Mayor
Cr N J Waistell
Cr M J Enright
Cr R J Stanfield
Cr D A McInnes

APOLOGIES

DECLARATIONS OF INTEREST BY MEMBERS

Reception of Deputations by Appointment / Visitors

Nil

Please note: Agenda Items where Subject Headings are followed by [CLOSED] are to be discussed in closed session in accordance with Section 275(1) of the Local Government Regulation 2012.

Section 275(1) A local government or committee may resolve that a meeting be closed to the public if its councillors or members consider it necessary to close the meeting to discuss-

- (a) the appointment, dismissal or discipline of employees; or
- (b) industrial matters, affecting employees; or
- (c) the local government's budget; or
- (d) rating concessions; or
- (e) contracts proposed to be made by it; or
- (f) starting or defending legal proceedings involving it; or
- (g) any action to be taken by the local government under the Planning Act, including deciding applications made to it under that Act; or
- (h) other business for which public discussion would be likely to prejudice the interests of local government or someone else, or enable a person to gain financial advantage.

1. EXECUTIVE**1.1 End of Year Closedown**

Executive Officer: Chief Finance Officer

Item Author: Manager Human Resources

File Reference: 02/11/001

Executive Summary

The purpose of this report is to seek Council's endorsement of proposed closure dates for the Council offices, Cultural Centres and Mobile Library, over the Christmas and New Year period.

Previous Council Considerations / Resolutions

Not applicable.

REPORT

It is proposed that:

- Council offices close from the close of business on Friday, 22 December 2017 up to and including Monday, 1 January 2018, and reopen on Tuesday, 2 January 2018;
- the Cultural Centres close from 4.00pm on Friday, 22 December 2017 up to and including Monday, 8 January 2018, and reopen on Tuesday, 9 January 2018; and
- the Mobile Library close from the close of business on Friday, 22 December 2017 up to and including Friday, 7 January 2018, and reopen on Monday, 8 January 2018.

Certain staff will be identified and rostered for emergency situations and call outs.

The statutory holidays are Monday, 25 December, Tuesday, 26 December 2017 and Monday, 1 January 2018. For the days other than the statutory holidays that would have been normal working days, leave can be taken in any combination of annual leave, accrued flex time, RDO's, banked RDO's or leave without pay. Leave without pay must be approved by the relevant Director.

Strategic Implications*Corporate Plan / Operational Plan*

Not Applicable.

Budget Implications

Not Applicable.

Legal / Statutory Implications

Not Applicable.

*Risks***Strategic Risks**

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

CF9: Failure to maintain a sufficiently capable and motivated base of human resources.

Risk Assessment

Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
Staff Period between Christmas and New Year is very quiet and having offices open would deprive staff of an opportunity to spend time with their family.	Insignificant	Unlikely	Low	Closing Council offices for the period between Christmas and New Year.	Low

Conclusion

It is proposed that:

- Council offices close from the close of business on Friday, 22 December 2017 up to and including Monday, 1 January 2018, and reopen on Tuesday, 2 January 2018;
- the Cultural Centres close from 4.00pm on Friday, 22 December 2017 up to and including Monday, 8 January 2018, and reopen on Tuesday, 9 January 2018; and
- the Mobile Library close from the close of business on Friday, 22 December 2017 up to and including Friday, 5 January 2018, and reopen on Monday, 8 January 2018.

Consultation

Executive Team.

Chief Executive Officer's Recommendation

That Council endorse the closedown of Council offices for 2017/18 as follows:

1. Council offices close from the close of business on Friday, 22 December 2017 up to and including Monday, 1 January 2018, and reopen on Tuesday, 2 January 2018;
2. The Cultural Centres close from 4.00 pm on Friday, 22 December 2017 up to and including Monday, 8 January 2018, and reopen on Tuesday, 9 January 2018; and
3. The Mobile Library closes from the close of business on Friday, 22 December 2017 up to and including Friday, 5 January 2018, and reopens on Monday, 8 January 2018.

Attachments

Nil.

1.2 Appointment of Special or Show Holiday in 2018**Executive Officer:** Chief Executive Officer**Item Author:** Executive Personal Assistant - Office of Mayor & CEO**File Reference:** 20/02/001

Executive Summary

The Office of Industrial Relations at the Queensland Treasury has written to Council inviting consideration of whether a request is to be made for special or show holidays in the Scenic Rim region in 2018.

Previous Council Considerations / Resolutions

At the Ordinary Meeting held on 25 July 2016, Council adopted the Chief Executive Officers' recommendation:

"That Council nominate the Monday of the Brisbane Royal Show, 14 August 2017, as a public holiday for the Scenic Rim region."

REPORT

Section 4 of the *Holidays Act 1983* empowers the Minister for Employment and Industrial Relations, Minister for Racing and Minister for Multicultural Affairs to appoint a day or the forenoon or afternoon of a day to be a holiday.

A holiday shall not be appointed pursuant to this section in respect of a district unless the Minister has, by a date specified by the Minister, received a notice from the local government for the area in which the district is situated signed by the chief executive officer of that local government requesting that the holiday be appointed.

Holidays appointed in respect to an annual agricultural, horticultural or industrial show are public holidays and those appointed for an event which has significance to a particular district are bank holidays.

Requests for the appointment of a special or show holiday for 2018 must be submitted no later than 11 August 2017. Notification of the appointment of the holiday will be published in the *Queensland Government Gazette* and a confirmation of the approval will be provided to Council.

Strategic Implications*Community Plan*

Not Applicable

Corporate Plan / Operational Plan

Not Applicable

Budget Implications

Not Applicable

Legal / Statutory Implications

Not Applicable

*Risks*Strategic Risks

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

CF6 Failure to comply with statutory obligations and responsibilities.

Risk Assessment

Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
Legal Compliance and Liability Adverse political impact on Council due to inattention to statutory obligations and responsibilities	Moderate	Likely	High	Monitor legislation changes through subscription; Participation in regional forums; Reports of compliance within legislative time frames; Familiarity with legislative timeframes.	Medium

Conclusion

The Royal Brisbane Show for 2018 is scheduled from Friday, 10 August to Sunday, 19 August. It is recommended that Council nominate the Monday of the Show, 13 August 2018, as a public holiday for the Scenic Rim region.

Consultation

Nil.

Chief Executive Officer's Recommendation

That Council nominate the Monday of the 2018 Brisbane Royal Show, 13 August 2018, as a public holiday for the Scenic Rim region.

Attachments

Nil.

2. CHIEF FINANCE OFFICER

Nil

3. REGIONAL SERVICES**3.1 Environmental Grants**

Executive Officer: Director Regional Services

Item Author: Team Leader Environmental Policy and Services

File Reference: 15/04/006

Executive Summary

The purpose of this report is to seek Council's approval to fund the recommended environmental grant applications for the advertised 2017/2018 round.

Previous Council Considerations / Resolutions

Nil

REPORT

The Environmental Grants Program aims to encourage and assist the community in the management of the local environment for the benefit of the whole of the Scenic Rim region.

The objectives of the Environmental Grants Program are to:

- Support community groups and private property owners to enhance, protect and restore the natural environmental assets of the Scenic Rim region;
- Encourage and foster environmental ethic and behaviour change amongst the community;
- Increase community awareness and understanding of environmental assets; and
- Support conservation strategies currently undertaken by Council.

Eligible Applicants

In order to be eligible for the Environmental Grants, an applicant must be one of the following:

Community group - These groups preferably should be incorporated or sponsored by an incorporated organisation. Projects can be on any land tenure, where a strong public benefit can be demonstrated.

Non-Government Organisation/Not-for-Profit organisation - If the organisation can display a significant public benefit from the project.

Businesses - Undertaking a philanthropic program that can display a significant public benefit from the project and provides a minimum of dollar-for-dollar cash contribution.

Pre-School, Primary School, or Secondary School - Located within the region. Approved applicants include the Principal, Deputy Principal, Head Teacher, or an office-bearer of the school Parents & Teachers or Parents & Friends Committee. Applications must be endorsed by the Principal or Deputy Principal of the school.

A private property owner - Located in the region and involved in a conservation agreement program with Council (such as Land for Wildlife or Voluntary Conservation Covenant) and the applicant can clearly demonstrate a significant resultant community or environmental benefit.

Eligible Projects

Financial and in-kind assistance is offered to a range of eligible projects. These can include:

- Conservation projects;
- Environmental awareness campaigns;
- Species recovery activities for Rare & Threatened species;
- Wetlands habitat enhancement;
- Riparian restoration; and
- Habitat enhancement and extension.

Summary

- Council made **\$101,500** available for environmental grants in the **2017/2018** budget.
- Council received **35** applications requesting a total of **\$207,540**.

Council received an overwhelming increase in applications with a total of 35 applications for the 2017/18 round of the Environmental Grants in comparison with 20 applications during the 16/17 period.

The high level of funding sought greatly exceeds Council's budget. This result makes it difficult to award full funding to applicants irrespective of satisfaction of the criteria provided by the assessment process. Accordingly many successful applicants are recommended to receive only partial funds in an effort to maximise the number of successful applicants and to ensure high numbers of worthwhile projects can be supported across the region.

Grant amounts allocated exclude requests for trees. Council will provide free trees under the One Million Trees Program to grant applicants as requested to better disperse funds for projects.

In some instances grants were not awarded. In these particular instances, the application was not considered in line with Councils Environmental Grants Guidelines. Alternative support services are being arranged for these applicants.

A summary of the applications and their proposed funding are listed in Attachment A. A formal agreement between Council and successful applicants will be developed to ensure appropriate discharge of funds.

Strategic Implications

Community Plan

Theme: Spectacular Scenery & Healthy Environment
Outcome: Natural assets are cared for and degraded area restored.
Priority: Protecting and improving natural areas and corridors.
Restoring waterways, protecting biodiversity and retaining habitat.

Corporate Plan / Operational Plan

Environmental Management -

- S1 Mitigate and offset the effects of climate change on the region by developing and implementing a range of Council and regional initiatives.
- S2 Reduce the use of non-renewable resources by identifying, promoting and implementing environmentally sustainable principles and practices.
- S3 Manage and enhance the region's significant biodiversity values, natural resources and ecological processes and minimise the impact of rest animal and plants.
- S4 Integrate environmental considerations into Council's policies and procedures including planning schemes and infrastructure planning and delivery to minimise the impact of development on the environment.

Budget Implications

\$101,500 has been allocated in the 2017/2018 budget for this function (includes advertising and promotion costs).

Legal / Statutory Implications

Not applicable.

*Risks*Strategic Risks

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

CF5 - Service delivery failure in satisfying community expectations and our commitments made in the Community Plan and related organisational planning documents.

CF12 - Loss of public confidence affecting credibility of Councillors, staff and the organisation

Risk Assessment

Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
Environmental Failure to deliver effective environmental outcomes.	Moderate	Likely	High	Applications assessed separately by three environmental officers and referred to supervisors for approval.	Medium
Reputation Failure in satisfying community expectations	Moderate	Possible	High	Applications assessed by a panel in a timely manner.	Medium

Conclusion

The provision of the Environmental Grants Program enables Council to effectively increase the capacity of the wider community to undertake on-ground environmental projects. All projects provided display significant environmental merit and indicate the high level of interest from the community in undertaking environmental action within the region.

Consultation

The applications were assessed by a panel made up of the following officers:

- Andrew McLoughlin, Team Leader Environmental Policy and Services;
- Keith McCosh, Natural Resource Officer; and
- Joshua Baker, Natural Resource Officer.

Director's Recommendation

That Council approve the allocation of grants under the Environmental Grants Program 2017/2018 for the total of \$100,690 to 33 of the 35 applicants as follows:

Application Number	Name	Amount Requested	Offer
17/002	Craig Bourke	\$5,000	\$2,000
17/003	Judith Roland - Tamborine Mountain Landcare	\$30,000	\$22,000
17/004	Paul Gardner	\$1,200	\$800
17/005	Katrina McEwin	\$4,680	\$3,000
17/006	John Daniel Hellyer	\$1,100	\$1,100
17/007	Beverley Hellyer	\$2,200	\$2,200
17/008	Jailene Santana	\$5,832	\$3,000
17/009	John and Tonia Fletcher	\$2,508	\$2,000
17/010	Craig Perkins - Beechmont Landcare	\$9,500	\$3,000
17/011	Justine Reid	\$5,498	\$3,000
17/012	Garth Powell	\$4,800	\$3,000
17/013	Varro Clarke - Rainforest Trust	\$1,980	\$990
17/014	George Massam - Biddaddaba Creek Group	\$15,000	\$4,000
17/015	Gregory Luck	\$5,478	\$3,000
17/016	Sandra Sewell - Friends of Knoll Road	\$2,800	\$2,800
17/017	Mark Michael - Lamington Landcare	\$5,000	\$3,000
17/018	Wendy Harris	\$4,200	\$3,000
17/019	Neil Pedley	\$1,050	\$1,000
17/020	Martin Moesker	\$6,000	\$3,000
17/021	Christie Shrimpton	\$4,000	\$4,000
17/022	Leo Goggins - Beaudesert Landcare	\$2,000	\$1,500
17/023	Kylie Todhunter - Canungra State School	\$5,500	\$3,000
17/024	Trish Chadwick	\$3,600	\$2,000
17/025	Ronda Green - Wildlife Qld	\$2,825	\$2,800
17/026	Felicity Shapland - QTFN	\$25,000	\$5,000
17/027	Kate Harrison	\$4,730	\$1,500
17/028	Jason Smith - Tamborine Mountain State School	\$13,000	\$4,000
17/029	John Maguire	\$7,500	\$1,000
17/030	Thomas Bell - Boonah District Landcare	\$2,000	\$2,000
17/032	Barry Jahnke	\$4,000	\$3,000
17/033	David Parr	\$1,700	\$1,000
17/034	Ian Johnson	\$5,000	\$2,500
17/035	Lise Leatherbarrow	\$2,000	\$1,500
TOTAL		\$207,540	\$100,690

Attachments

1. 2017-2018 Environmental Grants (attached separately).

4. INFRASTRUCTURE SERVICES**4.1 Application to licence gates - Unconstructed road reserve off Christies Road, Rosevale****Executive Officer:** Director Infrastructure Services**Item Author:** Manager Works**File Reference:** St Id 39211; GG0005; 20/10/003

Executive Summary

Council has received an application to approve the installation of two gates across a section of unconstructed road reserve off Christies Road, Rosevale. The gates are proposed to be located adjacent to Lot 149 CH311515 and Lot 35 SP226986.

Previous Council Considerations / Resolutions

Not Applicable.

REPORT

An application has been received to licence and install two gates located on the unconstructed section of road reserve of Christies Road, Rosevale.

There are two properties that will be directly affected by the gates, Lot 149 CH311515 and Lot 35 SP226986. These two properties are owned by different residents; but Lot 35 SP226986 is accessed from R Christensen Road, and Lot 149 CH311515 only has access off of the unmaintained track off Christies Road, which is not completely located within the road reserve. The properties located past these points (within the Scenic Rim local government area) are owned by the applicant.

It should be noted that the track which is currently formed, and is not maintained by Council nor on Council's Road Register; and is not located within road reserve.

Following the application process to obtain licences/approval for these gates, an advertisement was placed in the local papers; with no objections received. The locations of these gates have been assessed as safe to users of the road.

Strategic Implications*Community Plan*

Theme: Accessible and Serviced Region

Outcome: A Well-maintained road network that meets community needs

Priority: Maintaining and upgrading the existing State and local road network

Corporate Plan / Operational Plan

Infrastructure and Asset Management – Strategy 4

Plan, deliver and maintain an effective transport network which improves accessibility across the region and caters for a range of transport modes and focus on sustainability and safety.

Budget Implications

Not Applicable.

Legal / Statutory Implications

Local Law 1 (Administration)

Subordinate Local Law 1.7 (Gates and Grids)

*Risks*Strategic Risks

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

- CF6 - Failure to comply with statutory obligations and responsibilities

Risk Assessment

Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
Legal Compliance and Liability Compliance to regulations and Council's Local Law	Moderate	Likely	High	dequate corporate governance to ensure adherence to responsibilities, corporate policies and procedures.	Medium

Conclusion

In assessing the application for a licensed gate, it is considered that the proposed gate complies with Council's Subordinate Local Law 1.7 (Gates and Grids), with approval of the gate to be issued approved, subject to the licence conditions.

Consultation

Technical Assistant

Public via newspaper advertisement

Director's Recommendation

That Council approve the application to licence the two gates on an unconstructed road reserve adjacent to Lot 149 CH311515 and Lot 35 SP2226986, and the applicant be issued with a permit with appropriate conditions.

Attachments

1. Plan - Proposed gate locations.

Attachment 1 - Plan - Proposed gate locations



4.2 Application to licence gate - Unconstructed road reserve off Upper Coomera Road, Ferny Glen**Executive Officer:** Director Infrastructure Services**Item Author:** Manager Works**File Reference:** St Id 39522; GG0007; 20/10/003

Executive Summary

Council has received an application to approve the installed gate across the unconstructed road reserve off Upper Coomera Road, Ferny Glen. The gate is located adjacent to Lot 36 on WD3323 and Lot 45 on RP 36858.

Previous Council Considerations / Resolutions

Not Applicable.

REPORT

An application was lodged with Council on 11 May 2017 to obtain approval for an existing gate across unconstructed road reserve off Upper Coomera Road, Ferny Glen, between Lot 36 on WD3323 and Lot 45 on RP36858.

An inspection of the said location has revealed, that a number of trees were blocking access to the gate. It was also discovered that a number of fence lines were not on correct alignment. The reconfiguring of the fence line, as well as unobstructed access to the gate, would form part of the approval conditions.

Strategic Implications*Community Plan*

Theme: Accessible and Serviced Region
Outcome: A Well-maintained road network that meets community needs
Priority: Maintaining and upgrading the existing State and local road network

*Corporate Plan / Operational Plan***Infrastructure and Asset Management – Strategy 4**

Plan, deliver and maintain an effective transport network which improves accessibility across the region and caters for a range of transport modes and focus on sustainability and safety.

Budget Implications

Not Applicable

Legal / Statutory Implications

Local Law 1 (Administration)
Subordinate Local Law 1.7 (Gates and Grids)

*Risks*Strategic Risks

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

- CF6 - Failure to comply with statutory obligations and responsibilities

Risk Assessment

Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
Legal Compliance and Liability Compliance to regulations and Council's Local Law	Moderate	Likely	High	Adequate corporate governance to ensure adherence to responsibilities, corporate policies and procedures.	Medium

Conclusion

In assessing the application for a licensed gate, it is considered that the proposed gate complies with Council's Subordinate Local Law 1.7 (Gates and Grids), with approval of the gate to be issued approved, subject to the licence conditions.

Consultation

Technical Assistant
Public via newspaper advertisement

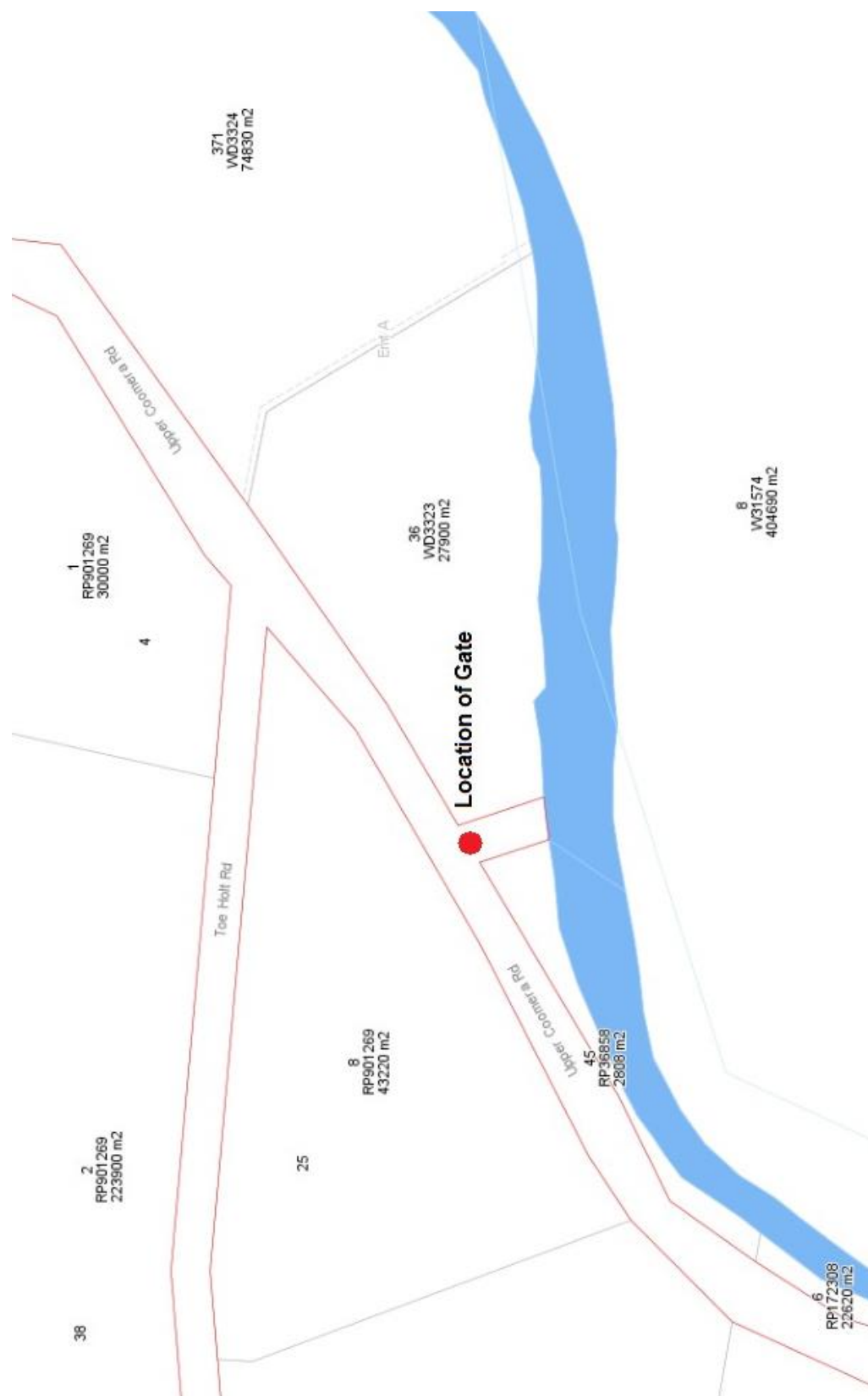
Director's Recommendation

That Council approve the application to install and licence the gate which is to be installed across unconstructed road reserve off Upper Coomera Road, Ferny Glen, adjacent to Lot 36 on WD3323 and Lot 45 on RP36858, and the applicant be issued with a permit with appropriate conditions.

Attachments

1. Plan - Proposed gate location.

Attachment 1 - Plan - Proposed gate location



4.3 Resource and Depot Strategy [Closed s.275(1)(c)]**Executive Officer: Director Infrastructure Services****Item Author: Director Infrastructure Services****File Reference: 05/09/006; 04/14/008**

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 275(1)(c) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to the following: -

- (c) the local government's budget.