

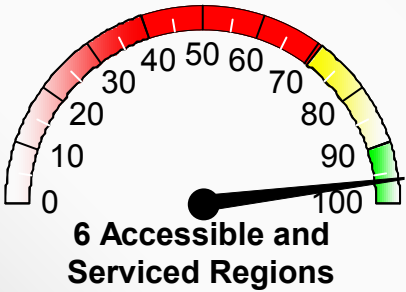
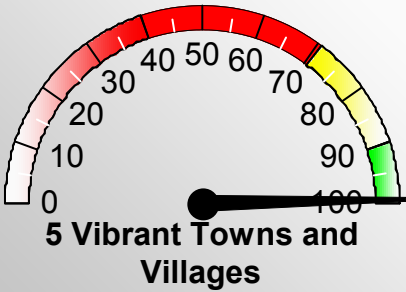
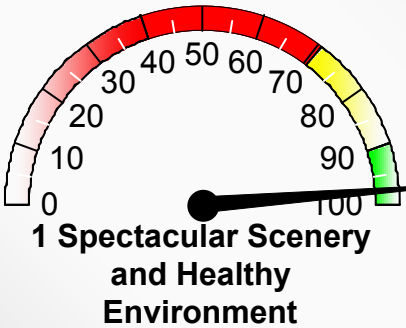





# **Scenic Rim Regional Council**

## **Corporate Performance Report**

**April to June 2018**

Action Progress Against Goals



GOAL AREA	ACTIONS REPORTED ON	ACTIONS AT LEAST 90% OF TARGET 	ACTIONS BETWEEN 70 and 90% OF TARGET 	ACTIONS LESS THAN 70% OF TARGET 	ONGOING ACTIONS	ACTIONS WITH NO TARGET
1 Spectacular Scenery and Healthy Environment	19	6	2	0	11	0
2 Sustainable and Prosperous Economy	5	3	0	1	1	0
3 Open and Responsive Government	14	2	0	0	12	0
4 Relaxed Living and Rural Lifestyle	9	3	0	1	4	1
5 Vibrant Towns and Villages	9	3	0	0	4	2
6 Accessible and Serviced Regions	27	11	2	0	14	0
7 Healthy, Engaged and Resourceful Communities	7	2	1	0	4	0
8 Organisational Sustainability	26	12	0	0	14	0
<b>TOTAL</b>	<b>116</b>	<b>42</b>	<b>5</b>	<b>2</b>	<b>64</b>	<b>3</b>

## Project or Program Summary



At least 90% of action target achieved



Target



Between 70 and 90% of action target achieved



% Complete



Less than 70% of action target achieved

## Project or Program

**1.1.1 SHE1 Ensure environmental considerations and sustainability principles are integrated into key decision making processes, policies and procedures including future land use planning, and infrastructure and organisational service delivery.**

**1.1.1.1 Roadside Weed Management Program**

Due Date

**1.1. Deliver Main Roads Contract**

30/06/2018

**2.2. Undertake weed management on local government controlled roads**

30/06/2018

**3.3. Investigate the feasibility to undertake two treatment rounds for declared weeds on council managed lands**

30/06/2018

## Responsible Officer

Manager Health Building and Environment

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Ongoing

## % Complete

n/a

## Target %

n/a

## Comments:

Main roads contract is now complete. The 2017-18 runs were completed successfully with a total of 2,108 kilometres of roadside being sprayed and inspected with several hectares of noxious weeds being treated.

Additional works were also undertaken along boonah-fassifern road in treating noxious weeds including cats claw creeper, asparagus fern and prickly pear.

Local road weed inspection/treatment program is now completed with target infestations treated around areas including Kerry, Allenvue and Boonah. Local Roadside spraying has continued to occur in a limited capacity treating Mother of Million infestations

Feasibility investigation undertaken. Council declared weed treatment to continue on a predominately reactive basis.

A limited weed management program is being developed for the 18-19 financial year.

## Project or Program

## 1.1.1.1 Waste Strategy Project

Due Date

## 1.1. Waste Strategy Implementation Plan delivered

30/06/2018

## Responsible Officer

Start Date

End Date

Status

% Complete

Jun 2018 Target %



Manager Property and Operations

01/07/2017

30/06/2018

Completed

100

100

## Comments:

The Waste Implementation Plan has been reviewed in the 2017/18 financial year. For 2017/18, the Waste Section has continued to increase the level of education around the region - even partnering with another education provider to increase the contact time around schools. The Waste Section has implemented the Landfill Diversion Strategy by hiring a weighbridge officer that has further increased the volumes of waste diverted to a resource area as opposed to landfill. This strategy will be reviewed again in the 2018/19 financial year to re-evaluate the relevance of the initiatives against the changing waste market.

0% 25% 50% 75% 100%

## 1.1.1.2 Habitat Protection Program

Due Date

## 1.1. Deliver Land for Wildlife Program

30/06/2018

## 2.2. Deliver Voluntary Conservation Agreements Program

30/06/2018

## 3.3. Deliver Nature Refuge and Conservation Covenant Program

30/06/2018

## Responsible Officer

Start Date

End Date

Status

% Complete

Target %

Manager Health Building and Environment

01/07/2017

30/06/2018

Ongoing

n/a

n/a

## Comments:

A total of eight Land for wildlife inspections occurred during the fourth quarter consisting of two new members and six resists.

Thirty-eight LFW inspections were undertaken for the 17-18 financial year. Nineteen are were new members to the program.

One new agreement was drafted during the forth quater. Management plans for existing conservation agreements are now being reviewed.

No inquiries have been received for Council's nature refuge and Conservation Covenant Program.

## Project or Program

## 1.1.1.3 Waterways Program

## Due Date

1.1. Provide support and develop strong partnerships with key government and non-governmental organisations

30/06/2018

2.2. Partner with key stakeholders to develop a Catchment Action Plan for the Logan and Albert Rivers

30/06/2018

## Responsible Officer

Manager Health Building and Environment

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Ongoing

## % Complete

n/a

## Target %

n/a

## Comments:

Council in partnership with Healthy Land and Water delivered two workshops for local landholders for erosion/waterway management.

The first round of the Department of Education training crews have finished planting in excess of 5000 plants and treatment of several hectares of bushland damaged by cyclone Debbie.

Round two of the Department of Education training is underway with teams working in environmental reserves in Canungra, Beechmont and Beaudesert. Teams have planted in excess of 2000 plants.

Council has now submitted for two additional teams for the 17-18 financial year.

Following results of the scoping exercise for the Mid-Logan reach, engagement with individual landholders has commenced with landholder agreements being drafted for seven properties located along the Logan River.

Contractors are now engaged for initial weed treatment works set for commencement in July. These works will include the treatment of cats claw, privet, green cestrum and other environmental weeds.

Additional projects are now being scheduled to be undertaken with the appointment of a catchment Management Officer to oversee project delivery.

## Project or Program

## 1.1.1.4 Reserve Management Program

## Due Date

1.1. Undertake bushfire mitigation works in accordance with Management Plans

30/06/2018

2.2. Undertake pest animal and plant control in council Reserves

30/06/2018

3.3. Review and improve the management framework for maintenance of council bushlands

30/06/2018

## Responsible Officer

Manager Health Building and Environment

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Ongoing

## % Complete

n/a

## Target %

n/a

## Comments:

Environmental Policy and Services completed a total of 28 different projects within bushland reserves for fire management including the maintenance of 51 fire trails and various construction and repair projects.

Key works included widening and repair of access trails in reserves in the Gleneagle, Tamborine, Beechmont and Boonah areas.

Weed management works are now completed across several of Council reserves with key works including spray operations in the Fassifern, Tullamore Way, Ill Bogan Reserve, Fassifern Reserve, Hospital Hill, , Akoonah and Back Creek Reserves.

In addition, Department of Education and Training teams have assisted in supporting weed management across several reserves for the removal of noxious weeds.

Notable works include the removal of several camphor laurel trees and privet trees in the Riverbend reserve, additional privet removal in Windabout reserve and caster oil removal in Ill Bogan reserve.

Review of management framework for bushland reserve maintenance is now completed. A draft management framework is now being trialed by staff for further feedback.

## Project or Program

## 1.1.1.5 Community Environmental Management Program

## Due Date

1.1. Deliver community education and awareness program

30/06/2018

2.2. Deliver Community Environmental Grants program

30/06/2018

## Responsible Officer

## Start Date

## End Date

## Status

## % Complete

## Target %

Manager Health Building and Environment

01/07/2017

30/06/2018

Ongoing

n/a

n/a

## Comments:

Councils Education and awareness program is established for the school holiday program in cooperation with the Libraries section.

Councils Weed Hygiene training was completed consisting of contractor and landholder training days.

Two fire management planning workshops are scheduled for delivery. With venues, staff and information being prepared currently.

Grants are now delivered. Final project reports are being reviewed for previous and current Environmental Grant rounds.

Grant applications are now being assessed for the 18-19 financial year.

## 1.1.1.6 Bio-Security Program

## Due Date

1.1. Deliver private property inspection program

30/06/2018

2.2. Deliver wild dog baiting program

30/06/2018

## Responsible Officer

## Start Date

## End Date

## Status

## % Complete

## Target %

Manager Health Building and Environment

01/07/2017

30/06/2018

Ongoing

n/a

n/a

## Comments:

Consultation planned for 2018-2019 with Landholder's and Landholder groups in relation to declared Bio-Security matter throughout the region including the introduction of the Scenic Rim 2018 Biosecurity Plan and the updated weeds of southern Queensland version 4 for property owners.

For the 2017-2018 year, One hundred and thirty three landholders participated in the Wild dog and feral pig 1080 baiting program. A total of 3115 wild dog and 595 feral pig baits were laid, this equates to 1061.25 kg of meat



## Project or Program

## 1.1.1.8 Regionally Significant Species List Project

1.1. Develop a Regionally significant species list for utilisation in the development assessment process

2.2. Develop a GIS database of the locations of endangered vulnerable and near threatened species

3.3. Refine and improve the koala mapping data

Due Date

30/06/2018

30/06/2018

30/06/2018

## Responsible Officer

Manager Health Building and Environment

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Completed

## % Complete

100

## Jun 2018 Target %

100



## Comments:

Species list currently included in draft planning scheme policy.

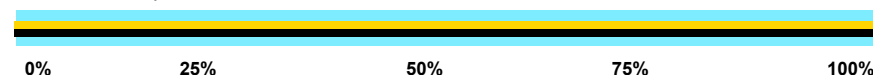
A GIS database is being developed in coordination with the Atlas of Living Australia as the potential delivery mechanism.

Council in coordination with the Queensland Trust for Nature is currently undertaking a project to improve koala mapping.

During field surveys, koalas have been captured and undergone a full health assessment including collaring to monitor koala movement in the Peak Crossing region. Koalas found to be in poor health during field searches were taken to the Daisy Hill Koala Hospital and have since made a full recovery.

This information is currently being compiled and will be used to inform koala mapping improvements.

Last Updated - 09/07/2018 Joshua Baker



## 1.1.1.9 Landscape Species Project

1.1. Develop a suitable landscaping species list

2.2. Utilise landscaping species list in the development assessment process

Due Date

30/06/2018

30/06/2018

## Responsible Officer

Manager Health Building and Environment

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

In Progress

## % Complete

90

## Jun 2018 Target %

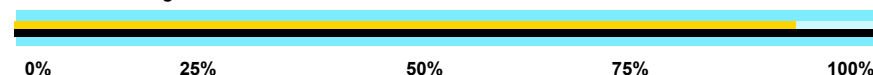
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## Comments:

Species list project has now concluded. Existing planting lists are now reviewed for development of a new native species list for landscaping purposes.

Awaiting development.



## Project or Program

## 1.1.1.10 Environmental Assessment Program

Due Date

## 1.1. Assess applications against relevant environmental criteria

30/06/2018

## Responsible Officer

Manager Health Building and Environment

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Ongoing

## % Complete

n/a

## Jun 2018 Target %

n/a

## Comments:

Development applications currently being referred to Councils Environmental Policy and Services for environmental input as required.

Councils Environmental Officer has reviewed 31 applications during the fourth quarter.

**1.1.2 SHE2 Conserve, protect and enhance the region's unique biodiversity, scenic vistas, natural resources and ecological processes. This will include taking steps to minimise the impact of pest species, improving degraded land and waterways, and protecting and enhancing environmental corridors.**

## 1.1.2.1 Million Trees - Scenic Rim Program

Due Date

## 1.1. Deliver council's tree programs

30/06/2018

## 2.2. Investigate external investment opportunities

30/06/2018

## 3.3. Develop a program that provides trees to improve riparian corridors

30/06/2018

## Responsible Officer

Manager Health Building and Environment

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Ongoing

## % Complete

n/a

## Target %

n/a

## Comments:

Council has received 116 applications for trees during the 2017-2018 period requesting a total of 35,377.

The River Trees Program opened for the first time across all catchments, with landholders requesting 700 plants.

Council staff and support teams planted in excess of 34,186 plants.

Investment opportunities are being investigated with the Queensland Trust for Nature regarding Koala support projects.

Partnership opportunities are also being investigated through the Catchment Action Plan.

The River Trees Initiative has been developed and will reopen in the 18-19 financial year.

This program is expected to grow with continued support from Councils Catchment Management Officer.

## Project or Program

## 1.1.2.2 Environmental Education Project

Due Date

1.1. Establish a Council Environmental working group

30/06/2018

2.2. Develop a series of workshops to engage with local farmers to improve the management of natural resources

30/06/2018

## Responsible Officer

Manager Health Building and Environment

## Start Date

01/09/2017

## End Date

30/06/2018

## Status

Completed

## % Complete

100

## Jun 2018 Target %

100



## Comments:

Environmental networking event was undertaken in April . This event formed the first consultation regarding the proposal of a continuing Environmental Working Group.

Erosion and riparian management workshops have been delivered with overwhelming success.

Weed management workshops were delivered during April and May in Boonah and Beaudesert to educate landholders and contractors regarding best practice weed hygiene.

Fire management workshops are now planned and scheduled for delivery in July in Canungra with additional workshops in August.

0% 25% 50% 75% 100%

## 1.1.2.3 Waterway Revegetation Project

Due Date

1.1. Identify areas for priority revegetation

30/06/2018

2.2. Develop a GIS system to map these identified areas

30/06/2018

## Responsible Officer

Manager Health Building and Environment

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Completed

## % Complete

100

## Jun 2018 Target %

100



## Comments:

The first round of the Department of Education training crews have finished planting in excess of 5000 plants and treatment of several hectares of bushland damaged by cyclone Debbie.

Identified Priority revegetation areas continue to undergo works with new teams recently commencing in riverbend, back creek and ill bogan.

Datasets are currently being sought from external parties for inclusion into mapping.

0% 25% 50% 75% 100%

## Project or Program

## 1.1.2.4 Biological Control Project

1.1. Develop a program for the biological control of pest weeds

2.2. Integrate biological control into pest program

Due Date

30/06/2018

30/06/2018

## Responsible Officer

Manager Health Building and Environment

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Completed

## % Complete

100

## Jun 2018 Target %

100



## Comments:

Bio- control programme was undertaken to control a range of water weeds within targeted water bodies. This was conducted using Brisbane City Council (BCC) bred weevils, BCC breed more than 500,000 weevils annually for the control of weeds and introduced plants in water. Scenic Rim targeted pest species, Salvinia and Water Hyacinth

0% 25% 50% 75% 100%

## 1.1.2.5 Bio-Security Plan Project

1.1. Develop a Bio-Security Plan

2.2. Present the Plan to Council for endorsement

Due Date

30/06/2018

30/06/2018

## Responsible Officer

Manager Health Building and Environment

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

In Progress

## % Complete

90

## Jun 2018 Target %

100



## Comments:

Council's Draft 2018 Biosecurity Plan review has been completed by internal sections of Council, the Draft Plan will be presented to Council within the first quarter of 2018-2019.

0% 25% 50% 75% 100%

### 1.1.5 SHE5 Provide innovative waste reduction, recycling and management practices to minimise adverse effects of waste on the environment and impacts on the community.

## 1.1.5.1 Waste Disposal Planning Project

1.1. 10 Year Waste Capital Works Program reviewed

2.2. Preplanning of 2018/2019 Waste Capital Works projects undertaken

Due Date

31/01/2018

30/06/2018

## Responsible Officer

Manager Property and Operations

## Start Date

01/10/2017

## End Date

30/06/2018

## Status

Completed

## % Complete

100

## Jun 2018 Target %

100



## Comments:

The 10 year capital project has been drafted and discussed with the Manager Property & Operations. These projects have now been approved by Council. Pre-design works for the next landfill cell are progressing and this will feed into the program for the next landfill cell for the 2018/19 financial year.

0% 25% 50% 75% 100%

## Project or Program

## 1.1.5.2 Waste Disposal Capital Works Program

## Due Date

1.1. Recycle Centre Constructed

30/06/2018

2.2. Second Bin Bay &amp; Metal Bay Constructed

30/06/2018

3.3. New Landfill Cell Designed

30/06/2018

4.4. Procure 3 x 60m3 Roll on Roll off bins

30/06/2018

5.5. Construct Machinery bay at Landfill

30/06/2018

6.6. Security System Installations - Transfer Stations

30/06/2018

## Responsible Officer

## Start Date

## End Date

## Status

## % Complete

## Jun 2018 Target %

Manager Property and Operations

01/07/2017

30/06/2018

Ongoing

n/a

n/a

## Comments:

The Recycle Centre has been constructed. This facility will provide enhanced management of recycled materials.

The construction of the second bin bay and metal bay is on hold. This project will be reviewed in 2018/19 financial year.

The detailed designs for the next landfill cell have been progressed to approximately 60%. In order for this project to commence in October the design will be completed early in September.

The delivery of the Roll On Roll Off (RORO) bins has delayed as a result of a waste recycling review required because of the recent price increase to Material Recycling Facilities (MRFs).

A Machinery Bay at Landfill has been constructed.

The Security System Installation project is on hold, pending organisation wide integration considerations.

## Project or Program

**1.1.5.3 Waste Disposal - In-house Operation of the Bromelton Landfill Project****Due Date****1.1. Procurement of Equipment****30/09/2017****2.2. Recruitment of Staff****30/09/2017****3.3. Finalise New Procedures****31/12/2017****4.4. Ongoing Operation of the Landfill****30/06/2018****Responsible Officer***Manager Property and Operations***Start Date**

01/07/2017

**End Date**

30/06/2018

**Status**

Ongoing

**% Complete**

n/a

**Target %**

n/a

**Comments:**

The in-house roll-out of operations at the Bromelton landfill has been achieved during the past 12 months with the following completed:

- Equipment has been purchased to run waste operations: an excavator; a compactor; a drott; an articulated dump truck; and a water truck.
- Two Plant Operators and a Weighbridge Officer have been employed.
- New procedures have been developed (e.g. a safe tipping of overloaded vehicles procedure has now been finalised and registered) and other existing procedures are under review.
- Landfill operations are ongoing. Efficiencies have been made in the daily compaction rates. Leachate management options are being taken to the Department of Environment and Science (DES) for new Environmental Authority (EA) condition approvals.
- A new survey and operational platform has been purchased (this software allows better management of the landfill operations).

**1.1.5.4 Waste Disposal Logistics - Movement of Bulk Recycling Program****Due Date****1.1. Recycling centre operational****30/06/2018****2.3. Recruitment of roll-on roll-off drivers****30/06/2018****3.2. Materials Recovery Facility Contract in place****30/06/2018****Responsible Officer***Manager Property and Operations***Start Date**

01/07/2017

**End Date**

30/06/2018

**Status**

Ongoing

**% Complete**

n/a

**Jun 2018 Target %**

n/a

**Comments:**

The recycling facility construction project has been finalised and the centre is nearing hand over. Quotes are being sought for the disposal of recyclables.

Two positions for roll-on roll-off drivers are now in the Waste budget.

A Request For Quotation will be submitted for the Materials Recovery Facility Contract.

Project or Program

**2.1.1 SPE1 Encourage local investment and sustainable business practices and provide appropriate tools, opportunities, incentives and support to our business sector to build capacity, expertise, broaden the region's economic base and enhance innovation.**

**2.1.1.1 Economic Development Program**

**1.1. Implement Tourism Strategy**

**2.2. Implement Economic Development Plan**

**Due Date**

**30/06/2018**

**30/06/2018**

**Responsible Officer**

*Regional Marketing and Economic Development  
Coordinator*

**Start Date**

01/07/2017

**End Date**

30/06/2018

**Status**

Completed

**% Complete**

100

**Jun 2018 Target %**

100



**Comments:**

0% 25% 50% 75% 100%

Project or Program

Implement tourism strategy

130,000 copies of our combined Eat Local program guide and cut-down version of our Scenic Rim Visitor Guide were inserted into the Sunday Mail on Sunday, June 10, and distributed throughout Brisbane, the Sunshine Coast and Gold Coast.

We ran a 2 week promotion with top rating Brisbane radio station 97.3 FM, from 18th to 29th June. From 18th to 22nd June we gave away a great accommodation-based prize each day in breakfast, as well as running an extensive advertising schedule and significant number of 'live reads' by the breakfast crew, which resulted in a great boost to awareness of our event in the metropolitan markets.

A 30 minute Scenic Rim exclusive episode for Channel 7's Great Day Out program aired on Sunday, June 3. It featured 5 separate stories on Towri Sheep Cheese Farm, Witches Falls Winery, The Overflow Estate, and the Eat Local book. An additional story 'My Great Day Out', with Chef Glen Barratt from Wild Canary, aired on July 1, featuring Peak Veggie Patch.

We hosted a 'famil' for more than a dozen executives from Brisbane Marketing's digital marketing and marketing communications teams on the 1st June. This was to improve their understanding of the tourism operators in or region and create some new content for Brisbane Marketing's highly effective digital channels (Visit Brisbane Facebook over 136,000 followers; Instagram over 142,000 followers). A number of posts have already appeared as a result of this visit.

We supported The Clydesdale Spectacular in Boonah on 16th & 17th June, which attracted 4,100 attendees.

We continued with planning for the Scenic Rim's presence at the Regional Flavours food and wine festival in Brisbane, which will be held from 21-22 July, and is expected to attract around 80,000 visitors over the two days.

We conducted an extensive PR program to promote Eat Local Week crafting and placing editorial in a wide range of publications throughout the region and in Brisbane and the Gold Coast.

We also worked extensively on crafting and curating content for our digital platforms including Eat Local and Visit Scenic Rim Facebook pages and Instagram pages.

Implement Economic Development Plan

The 'Asia Ready' workshop for tourism operators has been rescheduled to 18th July. A flyer for this has been prepared and distributed to potentially interested parties. We hope to attract around 20 participants.

We also held discussions with Trade and Investment Queensland about forthcoming Asian trade missions.

We held discussions with Yurika Energy, Energy Queensland's re-branded energy services business, in June to explore potential opportunities for collaboration and waste-to-energy projects.

We distributed the June edition of the 'Scenic Rim Report' e-news, featuring editorial on the new VK Everydays Café and Coffee House in Beaudesert, the supply of rock to Brisbane Airport by Nielsens Quarry and Bromelton Quarry; the changing of hands for tourism businesses The Bunyip Resort and Kooroomba Vineyard and Lavender Farm and much more.



Project or Program

2.1.1.2 Economic Development and Tourism Program

Due Date

1.1. Delivery of Eat Local Week Events

30/06/2018

2.2. Bromelton Consultative Group Updates

30/06/2018

Responsible Officer

Start Date

End Date

Status

% Complete

Jun 2018 Target %



Regional Marketing and Economic Development  
Coordinator

01/07/2017

30/06/2018

Completed

100

100



Comments:

0%

25%

50%

75%

100%

Project or Program

Delivery of Eat Local Week events

Several 'preview' events and the first weekend of events have been held, including:

- Spicers HiddenVale Roaming Degustation on 17th June
- Green Lane Coffee Plantation Producers Dinner on 22nd June
- Degustation at Kooroomba Vineyard & Lavender Farm on 22nd June
- a Nose-to-Tail Feast at Kooroomba on 23rd June
- a High Chai at Masala Shanti on 23rd June
- a Producers' Lunch at Wild Canary on 28th Jun
- a 'Meet the Authors' Producers Dinner at Cedar Creek Lodge on 29th June
- a 'Backstage Pass' at Tommerups Dairy Farm on 30th June
- a Scenic Rim Farm Tour with Alison Alexander on 30th June
- a Taste of Country Cooking at Christmas Creek Café on 30th June
- a Tastings at Rathloggan Olive Grove on 30th June
- the Just Veg Carrot Field Day on 30th June
- Tasting Tables at the Beaudesert Arts & Information Centre & Canungra Visitor Information Centre on 30th June
- Crop to Cup at Green Lane Coffee on 30th June
- Kids Bush Tucker Tracker at Mt Barney Lodge on 30th June
- Cattle & Horse Stock Horse Experience at Ladybrook on 30th June
- Farm to Fork at Tommerups Dairy Farm on 30th June
- Beer Banter at the Scenic Rim Brewery on 30th June
- Wine Tasting at Barney Creek Vineyard Cottages on 30th June
- Scenic Rim Food & Wine A Historical Perspective on 30th June
- Tunes, Brews, Food & Fun at Stay at Kirro on 30th June
- An Afternoon at Valley Pride Produce on 30th June
- Starlight Dinner @ Country Mile Escape on 30th June
- Cattle, Pecans & Polo at Bromelton House on 1st July
- Eat Local at Kooralbyn Valley Kitchen on 1st July
- Rathdowney Country Market & Tasting Day on 1st July
- The Beaudesert Gourmet Street Food Festival on 1st July
- Mount Alford Artisans Markt on 1st July
- Pop Up Olive Bar at Scenic Rim Olives
- O'Reilly's Canungra Valley Vineyard Longest Lunch
- Farm Tours at Scenic Rim Robotic Dairy and 4Real Milk
- A Taste of Ayton Farm on 1st July
- An Afternoon of Wine & Pizza at Paradine Estate Winery on 1st July
- Binna Burra Bush Tucker of the Scenic Rim on 2nd July
- Adults Cheese Making Workshop at Towri Sheep Cheeses on 3rd July
- Naughty Little Kids Open Day on 3rd July
- Lemon Picking at Flinders Peak Winery on 3rd July
- Gluten Free Cooking Workshop at Canungra Hub on 4th July
- Mini Market Day at Boonah Library on 4th July

Project or Program

- Tour & Taste at Summer Land Camels on 4th July
- Camel Cheese workshop at Summer Land Camels on 4th July
- Scenic Rim on a Plate at Austin House on 4th July
- An Evening with Josue Lopez at Witches Falls Winery on 4th July
- Childrens Cheese Making Workshop at Towri Sheep Cheeses on 5th July
- Cheese & Wine Tasting at the Vintage Pickle on 5th July
- Beer & Beef Night at the Scenic Rim Brewery on 5th July
- Canapes and Cocktails at Summer Land Camels on 5th July
- Tamborine Mountain Flavours Tour with Alison Alexander on 6th July
- Little Humpty Children's Day at Summer Land Camels on 6th July
- 10 Years of Beers at Pavilion Garden Bar on 6th July

Many of these were sold out in advance of the event, and almost all were exceptionally well attended.  
The remainder of the Eat Local Week events will be delivered over the weekend of 7/8 July, including the Winter Harvest Festival.

Bromelton Update

Discussion regarding developments regarding Bromelton was held at the Beaudesert Chamber of Commerce meeting on 20th June. At this meeting it was agreed that the Chamber would form a consultative group to provide input to Council and stay abreast of developments.

2.1.2 SPE2 Invest in appropriate infrastructure to stimulate the ongoing development of our region.

2.1.2.1 Alliance and Contract Works Program

Due Date

1.1. Routine Maintenance Performance Contract

30/06/2018

2.2. Private works

30/06/2018

3.3. Other Department of Transport and Main Roads Contracts

30/06/2018

4.4. Works for other Councils

30/06/2018

Responsible Officer

Acting Director Infrastructure Services

Start Date

01/07/2017

End Date

30/06/2018

Status

Ongoing

% Complete

n/a

Jun 2018 Target %

n/a

Comments:

Overall the Alliance and Contract Work Program's revenue and expenditure to the end of June is slightly ahead of forecast revenue targets. The Routine Maintenance Performance Contract Revenue is slightly higher than budgeted as a result of the type of works undertaken as requested by Department of Transport and Main Roads.  
Activity for Private Works was low with limited works undertaken during the financial year.  
Works for other councils was higher than budgeted with revenue meeting forecast targets.

## Project or Program

## 2.1.2.1 Visitor Information Centres Program

Due Date

## 1.1. Improve links between the Visitor Information Centres and the business community

30/06/2018

## Responsible Officer

Regional Marketing and Economic Development  
Coordinator

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Completed

## % Complete

100

## Jun 2018 Target %

100



## Comments:

Improve links between the Visitor Information Centres and the business community



The Beaudesert, Canungra and Rathdowney Visitor Information Centres all conducted tasting tables as part of Eat Local Week.

## 2.1.3 SPE3 Ensure we operate in a way that recognises and supports business needs and aspirations while protecting broader community and environmental interests.

## 2.1.3.1 Development of a New Scenic Rim Planning Scheme Project

Due Date

## 1.1. Council resolve to seek the Minister's approval to adopt the draft Local Government Infrastructure Plan.

30/06/2018

## 2.2. Council resolve to seek the Minister's approval to adopt the draft Scenic Rim Planning Scheme.

30/06/2018

## Responsible Officer

Manager Planning

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

In Progress

## % Complete

65

## Jun 2018 Target %

100

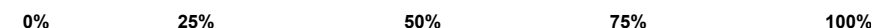


## Comments:

On the 28 May 2018, Council resolved to adopt the Local Government Infrastructure Plan. The Local Government Infrastructure Plan commenced on the 20 June 2018.

At the Ordinary meeting held on the 28 May 2018, Council resolved to adopt the draft Planning Scheme in response to the State interest review matters and subsequently, requested approval from the Chief Executive to publicly consult the draft planning instrument.

Correspondence was issued to the Chief Executive of the DSDMIP on the 29 May 2018 advising of the above request. Currently waiting on written approval from the Chief Executive to proceed to public consultation.



Project or Program

3.1.1 ORG1 Continue to develop initiatives and processes to communicate and engage with our diverse community.

3.1.1.1 Community Connectivity Program

1.1. Provide community engagement advisory function consistent with Community Engagement Policy

Due Date

30/06/2018

2.2. Utilise relevant communication channels to connect with Scenic Rim community

30/06/2018

3.3. Provide a communication channel to the community in disaster situations for the Local Disaster

30/06/2018

Management Group

Responsible Officer

Communications Officer

Start Date

01/07/2017

End Date

30/06/2018

Status

Ongoing

% Complete

n/a

Target %

n/a

Comments:

Project or Program

Website activity

Council had 20,032 visits to its website in November comprising 11,326 unique browsers. In October there were 20,866 visits comprising 11,812 unique browsers.

Social media activity

Council's Facebook page has 4970 likes (up from 4861 in October)

Council's Twitter audience grew to 769 (up from 761 in October)

Council shared 25 posts to its Facebook page during November

Top organic posts (unpaid)

25/11 DJ Smith Park playground update, reach 12,396 generating 786 reactions, comments, shares

3/11 Jubilee Park playground opening announcement, reach 5872 generating 131 reactions, comments, shares

2/11 Canungra gateway sculpture, reach 2497 generating 58 reactions, comments, shares

5/11 Jubilee Park opening photo gallery, reach 2063 generating 25 reactions, comments, shares

Videos

29/11 The Greener Grocer opening, reach 1912 generating 47 reactions, comments, shares and 843 video views

10/11 Scenic Rim bridges program, reach 3113 generating 54 reactions, comments, shares and 1388 video views

7/11 Rhoda Rushbrook Park landscaping award, reach 1552 generating 25 reactions, comments, shares and 746 video views

With 50 new 'likes', Council increased its Facebook audience to 5018 in December with 18 posts. The top organic posts for the month were:

5/12/17 DJ Smith Family Fun Day, with a reach of 10,569 and 481 reactions

15/12/17 Notification to residents of delayed garbage collection at Tamborine Mountain and Kerry, with a reach of 2270 and six reactions

7/12/17 Notification to residents of Tamborine Mountain and Gleneagle of delayed collection of garbage, with a reach of 1679 and eight reactions

8/12/17 Christmas photo of the Mayor, Cr O'Carroll and Eddie the Elf at the opening of Tamborine Memorial Hall carpark, with a reach of 1584 and 27 reactions

9/12/17 Photo of Mayor and Cr West at opening of DJ Smith Park Playground, with a reach of 1539 and 29 reactions.

Council's Disaster Management Facebook page was used extensively during December when the Scenic Rim region experienced a series of severe thunderstorms with heavy rain, large hailstones and damaging winds. The number of page 'likes' increased from 7847 to 7861 with 14 posts. The top organic posts for the month were:

4/12/17 for a weather alert with a reach of 4551 and 40 reactions

9/12/17 for a storm alert with a reach of 4324 and 57 reactions

31/12/17 for an updated weather alert for severe storms with a reach of 3504 and 48 reactions

31/12/17 for a weather alert with a reach of 3360 and 21 reactions

1/12/17 for a flood alert with a reach of 3201 and 34 reactions

8/12/17 for a weather alert with a reach of 3001 and 25 reactions.

With 91 new 'likes', Council increased its Facebook audience to 5,109 in January with 29 posts.

The top organic posts for the month were (top 5 in date order):

08/01/18 - Promo for Canungra Pool Party event, which reached 3,094 people and resulted in 60 reactions, comments and shares.

11/01/18 - Promo for Beaudesert Library event: Creative Restyling with Jane Milburn, which reached 3,072 people and resulted in 88 reactions

11/01/18 - Employment opportunities (first recruitment/HR post), which reached 6,514 people and resulted in 134 reactions

18/01/18- Promo for The Centre's Kid's Flicks as part of 'World of Fun' school holiday program, which reached 3,334 people and resulted in 40 reactions

23/01/18 - 2 week countdown to Council's 2018 Be Healthy & Active Program, which reached 3,294 people and resulted in 60 reactions

Scenic Rim Regional Council Disaster Management Facebook Page Likes as at 31/01/18: 7,885

With 24 new 'likes', Council increased its Disaster Management Facebook audience to 7,885 in January with 15 posts.

The top organic posts for the month were (top 5 in date order):

01/01/18 - Weather alert - reach of 6,193 and 93 reactions

Project or Program

02/01/18 - Weather alert - reach of 3,211 and 38 reactions  
02/01/18 - Weather alert - reach of 3,067 and 38 reactions  
02/01/18 - Weather alert - reach of 2,888 and 27 reactions  
03/01/18 - Weather alert - reach of 2,566 and 14 reactions.

With 60 new Likes, Council increased its Facebook audience to 5,169 in February with 36 posts.

The top 5 organic posts showing the highest reach for the month were (in date order):

Reach definition: The number of people who had any posts from your Page enter their screen, broken down by total, organic and promotions.

05/02/18 - Grace Beside Me - NITV/ABC children's story launch, which reached 6,833 people and resulted in 251 reactions

07/02/18 - Community Conversation with Mayor Greg Christensen event promo, which reached 1,862 people and resulted in 30 reactions

11/02/18 - Be Healthy & Active - water/aqua fitness promo , which reached 1,661 people and resulted in 23 reactions

25/02/18 - Story Time in the Park at Beaudesert, which reached 2,298 people and resulted in 36 reactions

27/02/18 - Free workshops for rural landowners, which reached 2,667 people and resulted in 18 reactions

Paid posts: Nil

Scenic Rim Regional Disaster Management Facebook Page

With 346 new 'likes', Council increased its Disaster Management Facebook audience to 8,231 in February with 18 posts.

The top 5 organic posts showing the highest reach for the month were (in date order):

Reach definition: The number of people who had any posts from your Page enter their screen, broken down by total, organic and promotions.

06/02/18 - Link to Council media release RE: Disaster Dashboard, which reached 4,645 people and resulted in 80 reactions

11/02/18 - Weather alert affecting area between Boonah & Beaudesert, which reached 4,924 people and resulted in 84 reactions

13/02/18 - Updated weather alert for severe storms, which reached 3,714 people and resulted in 61 reactions

23/02/18 - Link to Council media release RE: Disaster Dashboard, which reached 4,645 people and resulted in 80 reactions

23/02/18 - weather alert & Disaster Dashboard link, which reached 13,938 people and resulted in 314 reactions

23/02/18 - weather alert & Disaster Dashboard link, which reached 12,847 people and resulted in 371 reactions

Paid posts: Nil

Website activity

A total of 16, 609 users visited Council's website during March.

Council's social media reach increased during the month through:

Scenic Rim Regional Council Facebook Page

With 100 new Likes, Council increased its Facebook audience to 5,269 in March with 43 posts.

The top five organic (unpaid) posts, with the highest reach for the month included our new posts on cat adoption and Council traineeships. The best performing posts were:

02/03/2018 - Traineeships post (Certificate II in Horticulture and Certificate II in Waste Management), which reached 7,915 people, resulting in 107 reactions

23/03/2018 - Friday Featured Feline, Archie, which reached 4,880 people, resulting in 81 reactions

12/03/2018 - our initial cat adoption post which reached 4,541 people, resulting in 82 reactions

12/03/2018 - Be Healthy and Active promo post - The Golden Staircase, Mt Barney, which reached 4,417 people, resulting in 173 reactions

25/03/2018 - FOTOM Shared Fire promo video, which reached 3,618 people, was viewed 1,368 times, and resulted in 128 reactions

Paid posts: Nil

Scenic Rim Regional Disaster Management Facebook Page

With 58 new 'likes', Council increased its Disaster Management Facebook audience to 8,289 in March with four posts.

The top organic (unpaid) post showing the highest reach for the month was:

Project or Program

06/03/2018 - A shared post from 'Get Ready Queensland', as the weather became a timely reminder of the need to be prepared, allowing an opportunity to promote Council's Disaster Dashboard, which reached 3,827 people, resulting in 57 reactions.  
Paid posts: Nil

Council's website was accessed by 14,349 users, including 10,986 first-time users, during April. There were 21,827 browsing sessions, with an average of 1.52 sessions per user. The average duration of each user's session was two minutes. Some 50,646 page views were registered during April, with the average browsing session 2.5 page views.  
With 73 new Likes, Council increased its Facebook audience to 5,342 in April.

The top five organic posts with the highest reach for the month were:

26/04/18 - Traineeship advertisement - Reach: 10, 133 people Reactions: 56 Comments: 68 Shares: 46

20/04/18 - Friday Featured Feline - All cats available for adoption - Reach: 5, 929 people Reactions: 46 Comments: 9 Shares: 17

12/04/18 - Fire On Water Finale community event promotion - Reach: 4,578 people Reactions: 70 Comments: 19 Shares: 17

02/04/18 - Beaudesert Shared Fire community event promotion - Reach: 6, 277 people Reactions: 56 Comments: 35 Shares: 24

01/04/18 - Queen's Baton Relay post (Easter Sunday) - Reach: 5,707 people Reactions: 192 Comments: 10 Shares: 19

Paid posts: Nil

There were new no posts to Council's Disaster Management Facebook Page in April, and with a loss of five 'likes' its audience decreased to 8,284 during the month. It is worth noting that there were no major weather events during April and the link to Council's Disaster Dashboard is a permanent feature on this Facebook page.

Council's website was accessed by 16,609 users, 70 per cent of whom were new to the site, during May.

With 62 new Likes, Council increased its Facebook audience to 5,404 in May with 44 posts.

The top 5 organic posts showing the highest reach for the month were:

(Reach definition: The number of people who had any posts from your Page enter their screen, broken down by total, organic and promotions)

17/05/18 - Free Movies in the Park - Reach: 5,779 people Reactions: 74 Comments: 35 Shares: 27

08/05/18 - Cat adoption - Reach: 4,635 people Reactions: 39 Comments: 6 Shares: 14

04/05/18 - Cat adoption - Friday Featured Feline - Archie - Reach: 4,382 people Reactions: 37 Comments: 8 Shares: 16

21/05/18 - Cat adoption - All cats featured - Reach: 4,165 people Reactions: 21 Comments: 0 Shares: 11

22/05/18 - Game On Promo Post for Feel Good Groovement Class - Reach: 2,896 people Reactions: 19 Comments: 11 Shares: 3

Paid posts: Nil

With -7 'likes', Council there was a slight decrease in Council's Disaster Management Facebook audience to 8,284 in May. It is worth noting that there were no major weather events during the month and a number of facebook followers are using the Disaster Dashboard feature from this page.

Council's website was accessed by 13,614 users, 70.1 per cent of whom were new to the site, during June.

With 88 new 'Likes', Council increased its Facebook audience to 5,492 in June with 42 posts.

The top 5 organic posts showing the highest reach for the month were:

(Reach definition: The number of people who had any posts from your Page enter their screen, broken down by total, organic and promotions)

26/06/18 - Blood donation (Council/Australian Red Cross) - Reach: 25,400 people, which generated 113 reactions, comments and shares

24/06/18 - Cat adoption (all cats) - Reach: 5600 people, which generated 88 reactions, comments and shares

19/6/18 - Plastic-free July video (Mayor at Woolworths Beaudesert) - Reach: 4500 people, which generated 91 reactions, comments and shares

03/6/18 - Eat Local Week TV segment promo (Channel 7's The Great Day Out) - Reach: 4500 people, which generated 209 reactions, comments and shares

01/06/18 - Cat adoption (Raven) - Reach: 5400 people, which generated 93 reactions, comments and shares

Paid posts: Nil



Project or Program

Scenic Rim Regional Disaster Management Facebook Page

With 3 new 'likes', Council increased its Disaster Management Facebook audience to 8, 287 in June with 2 posts:

29/06/18 - Getting to know your neighbours - emergency preparedness post and resource link - Reach: 3200 people, which generated 17 reactions, comments and shares.

26/06/18 - Queensland Farmers' Federation/BOM/DAF workshop promo (Beaudesert) - Reach: 2500 people, which generated 13 reactions, comments and shares.

Paid posts: Nil

Note: There were no major weather events during the month of June and the link to Council's Disaster Dashboard is available on this Facebook page.

3.1.1.1 Information Access and Privacy Program

Due Date

1.1. Deliver compliant statutory and performance reporting

30/06/2018

2.2. Maintain compliant information / disclosure registers

30/06/2018

3.3. Maintain compliant right to information publication scheme and information request management process

30/06/2018

4.4. Maintain compliant information privacy functions

30/06/2018

Responsible Officer

Start Date

End Date

Status

% Complete

Target %

Coordinator Governance and Corporate Policy

01/07/2017

30/06/2018

Ongoing

n/a

n/a

Comments:

Council's information access and privacy functions were delivered in Quarter 4 in compliance with regulatory requirements.

Corporate reporting functions are occurring effectively. Quarterly Operational Plan reports have been progressed to Council in accordance with required timeframes, the Quarter 4 for 2017/18 will be considered by Council by the 18 September 2018.

Information requests were managed in accordance with the scheme and legislation, including the Information Privacy Act 2009. Administrative Releases have been coordinated during the quarter on an as-needs basis to avoid unnecessarily bureaucratic processes and facilitate access to information.

Privacy collection notices are present when collecting personal information in accordance with the Information Privacy Act 2009 and a Privacy Plan has been endorsed by the Chief Executive Officer and is available on Council's website.

Project or Program

3.1.1.2 Complaints Management Program

Due Date

1.1. Maintain the Complaints Management Program

30/06/2018

2.2. Promote compliance with the Complaints Management Framework and advise on best practice

30/06/2018

3.3. Facilitate annual review of Complaints Management Policy by Council

30/06/2018

Responsible Officer

Start Date

End Date

Status

% Complete

Target %

Coordinator Governance and Corporate Policy

01/07/2017

30/06/2018

Ongoing

n/a

n/a

Comments:

Quarter 4, complaints have been recorded and reported to management in accordance with the Complaints Management Policy. The management of complaints has been monitored and assistance with customer responses has been provided as required.

The annual review by Council of the complaints management policy is planned to occur as part of a wider review of Council's Customer Service standards.

Project or Program

3.1.1.2 Strategic Communication Program

Due Date

1.1. Maintain positive relationships with media organisations and ensure enquiries are responded to within agreed timeframes

30/06/2018

2.2. Prepare corporate communication materials and distribute to media and external stakeholders as required.

30/06/2018

3.3. Monthly media monitoring reports provided to Councillors and Executive Team

30/06/2018

Responsible Officer

Start Date

End Date

Status

% Complete

Target %

Communications Officer

01/07/2017

30/06/2019

Ongoing

n/a

n/a

Comments:

Project or Program

Media activity

14 general media releases were issued and 26 enquiries were actioned, including two television interviews, in November.

5 media releases were issued and 14 media enquiries, including one television interview and one live radio interview, were dealt with during December.

A high-level powerpoint presentation and talking points were prepared during December for a focus group session with key community stakeholders prior to the Mayor's scheduled Community Conversations regional forums in February.

The Scenic Living newsletter, with a focus on infrastructure recovery following ex-Tropical Cyclone Debbie, was prepared in December for distribution with rates notices in January.

Media activity

Eight media releases were prepared and distributed during January. These were:

25/1 Community Plan Pulse Check

29/1 Tamborine Mountain Tennis Club's new 5-year lease

29/1 Council-owned site of former Beechmont State School to continue to evolve as a community hub

12/1 Australia Day Awards nominees

25/1 Australia Day Awards winners

25/1 Scenic Rim's newest citizens

25/1 Mayor's Community Conversations

12/1 Launch of Be Healthy and Active program booklet.

More than 18 media Enquiries were actioned. These included requests for information and photographs from the Australia Day Awards/Citizenship ceremony, localised flooding in Beaudesert, repairs to the road network following ex-tropical cyclone Debbie, minor road works, Community Plan Pulse Check, World of Fun school holiday program, VATV program in Beaudesert, and the Mayor's plans for Australia Day.

The January edition of the Scenic Living newsletter was printed and distributed to residents along with rates notices. Key items included details of the flood recovery program, Queen's Baton Relay Traffic Management Plan, Fires on Top of Mountains (Commonwealth Games) cultural program and the Mayor's Community Conversations to take place across the region in February.

The Mayor's Community Conversation evening events, which aimed to raise awareness of Council balances community needs and expectations against available resources, were presented at Beaudesert, Tamborine Mountain, Beechmont, Boonah and Canungra over two weeks in February. Attendances ranged from 75 community members at Tamborine Mountain to around 10 at Boonah. Wet weather and conflicting community events were considered as impacts on attendance. The events provided an opportunity for residents to ask questions and provide feedback and also to raise awareness of the Community Plan Pulse Check and invite feedback from community members on suggested changes to the Scenic Rim Community Plan 2011-2026 at the mid-point in the life of this document.

Media activity in February:

Six media releases were prepared and distributed to the print and electronic media. These were:

2/2 Disaster Dashboard drives emergency preparedness

2/2 Infrastructure Plan open for community comment

6/2 Scenic Rim Regional Council appoints its next CEO

15/2 RSVP ASAP for International Women's Day event

22/2 Free Get Savvy expos offer a wealth of knowledge

23/2 Rural landowners urged to attend free workshops

Talking points were prepared for Cr Nadia O'Carroll for the official unveiling of the cenotaph adjacent to the Tamborine Memorial Hall and Cr Virginia West for the presentation of badges to school leaders at Beechmont State School.

18 Media enquiries were actioned during February.

These included an ABC Gold Coast radio interview with the Mayor re traffic arrangements during the Commonwealth Games. Inquiries from the print media related to the Community Plan

Project or Program

Pulse Check, the appointment of Council's new CEO, Mayor's Community Conversations, International Women's Day breakfast, Library Lovers at Beaudesert Library, Disaster Dashboard, Be Healthy and Active, Qld Moto Park, the Music Doctors performances.

The Queen's Baton Relay and Shared Fire community celebrations were the focus of the strategic communication program in March, along with Hazard reduction program planning to manage the issue surrounding removal of cabins from the flood margin of Lake Moogerah which will occur at the end of June. Twelve media releases were prepared during March. These were:

8/3/18 Moogerah masterplan to enhance lake access and amenity

9/3/18 Traffic plan to ensure smooth running of the Queen's Baton Relay

9/3/18 Land valuations reflect region's strong growth

15/3/18 Study to reveal how Peak Crossing's koalas are bearing up

15/3/18 Hazard reduction program targets bushfire risks

23/3/18 Scenic Rim accelerates on the road to recovery

26/3/18 Scenic Rim's representative on climate change program

26/3/18 Grants help sporting groups to kick some goals

26/3/18 Council grants community wishes

26/3/18 Cottages are in keeping with Canungra's charm

26/3/18 Gleneagle to take off as a residential area

A total of six media releases was also prepared for distribution by The Centre for the Shared Fire community events to celebrate the Commonwealth Games across the region.

More than 17 media enquiries were actioned during March. These included the Moogerah Masterplan, council's cat adoption initiative, Tamborine Mountain Village Greens opening, election donations to local government candidates, land valuations, Peak Crossing koala study, Mayor's visit to Boonah SHS, the Gleneagle development, Council's representative on climate change program and preparations for an impending cyclone.

Three radio interviews were conducted in relation to the Queen's Baton Relay, the anniversary of ex-Tropical Cyclone Debbie, and land valuations.

Six media releases were issues during April. These related to the extension of the Be Healthy and Active program, the naming of a culvert for the Deeran family at Bromelton, Deputy Mayor's appointment to the South East Queensland Catchments Members Association and environmental initiatives including the River Trees program, workshops to fight the spread of invasive weeds and Scenic Rim Regional Council's renewal of its commitment to recycling.

Some 20 media enquiries were actioned during April. These related to the Queen's Baton Relay, Shared Fire Community events, school holiday activities, Betterment funding, Churches of Christ Fassifern Retirement Village/Jobs Jump Start, recycling, repair of roads following ex-Tropical Cyclone Debbie, ANZAC Day, attendance by Council at Carp management workshops and a request for a radio interview with the Mayor regarding the impact of increased land valuations on ratepayers.

Other media activity included the preparation of talking points for the Mayor at the Queen's Baton Relay and Shared fire event at Tamborine Mountain, the Shared Fire community events at Beaudesert, Boonah and Kooralbyn, the ANZAC Day service at Beaudesert, and the launch of Eat Local Week. Talking points were prepared for the Deputy Mayor for the launch of the CommonWealth exhibition and Word on the Street anthology.

A total of 20 media enquiries was actioned during May. Key media issues were land valuations, a crashed car at Kooralbyn, the discovery of fire ants in the Scenic Rim, the Singh poultry farm planning application appeal and the return to the wild of an injured koala at Peak Crossing.

The following 12 media releases were issued during the month:

3/05/2018 Environmental grants support region's natural values

3/05/2018 The stars will be out for Council's free movie nights

25/05/2018 Court rejects poultry producer's appeal for expansion

25/05/2018 Cost increase won't reduce recycling commitment

29/05/2018 Community vibrancy project wins national recognition

28/05/2018 Council elects new Deputy Mayor

Project or Program

28/05/2018 Scenic Rim 2023 charts Council's course for the next five years  
28/05/2018 Council renews Lions Club's lease on Tamborine den  
28/05/2018 Blossoming wedding industry to grow in garden setting  
28/05/2018 Vehicle showroom proposal gets the green light  
28/05/2018 Soldiers' building to be pressed into service at RSL  
30/05/2018 It's Queensland's birthday and everyone's invited to the party

A total of 10 general media releases was issued in June. These were:

1/06/2018 Paint like Pollock at Boonah Library's arts morning  
8/06/2018 School's in for youth leadership class of 2018  
11/06/2018 Community stalwart congratulated on OAM  
15/06/2018 New Australians feature in Queensland Day celebrations  
22/06/2018 Help shape the future of the Spring Creek precinct  
22/06/2018 Council gets behind plastic free July and the bag ban  
26/06/2018 Fire management a hot topic at sausage sizzle  
29/06/2018 Village Greens project wins regional achievement award  
25/05/2018 Scenic Rim to benefit from cross border cooperation  
25/06/2018 Council draws up new lease for arts group

In addition, the Community Budget Report was prepared for the Budget Special Meeting on 13 June with 13 press releases:

Budget focuses on region's sustainable future  
Federal funding helps drive record investment in bridges  
Capital plan offers insight into Council's long-term vision  
Community facilities receive Budget boost  
Grants help to enrich community life  
Funds flow for drainage improvements  
Budget funding supports region's environmental values  
Footpath improvements in step with community needs  
Funding grows for parks and gardens in this year's Budget  
Sustainable waste management figures in Council's 2018-19 Budget  
Regional vision drives road upgrades  
Sporting groups score Budget funding  
Investment in vibrancy creates catalyst for growth

Some 20 media enquiries were actioned during the month. These included the Budget, plastic bag ban, blood donations, Spring Creek Master Plan, Eat Local Week, award of OAM to Tamborine Mountain resident John Brookes, retirement of Council's canine ambassador, new Deputy Mayor, June Arts dinner and forthcoming school holiday program.

Other media activity included the preparation of the powerpoint for Mayor's presentation at Community Budget Forum, the Budget speech for Mayor, Budget speech for the CEO, talking points for Deputy Mayor at Postcards from Asia exhibition, talking points for Deputy Mayor at youth leadership induction and talking points for the Mayor at Queensland Day and Citizenship ceremony celebrations.

The Scenic Living newsletter, focusing on key projects and programs in the 2018-19 Budget was prepared for distribution for ratepayers with their rates notices.

## Project or Program

## 3.1.1.3 Corporate Identity Program

## Due Date

1.1. Maintain Council website presence.

30/06/2018

2.2. Provide graphic design support to Council to assist in delivery of operational and organisational objectives

30/06/2018

3.3. Ensure material complies with Council branding and professional standards

30/06/2018

## Responsible Officer

## Start Date

## End Date

## Status

## % Complete

## Target %

Communications Officer

01/07/2017

30/06/2018

Ongoing

n/a

n/a

## Comments:

Corporate identity initiatives were delivered in line with organisational requirements, this included the adoption of the 2016-17 Annual Report in November.

During December, website training was provided for the Communications and Councillor Support team as well as staff from Human Resources and Community and Culture to ensure a consistent approach to the updating of the new website content in line with our corporate identity.

Mayor's forewords were prepared for the Windows to the World cultural program, the Be Healthy and Active Program and Open Studios program.

In January, the Scenic Living newsletter was distributed along with rates notices to all ratepayers who receive their rates notices by post.

In February, the internal staff newsletter, The Insider, was redesigned to using the corporate colours to better reflect Council's corporate identity and provide a refreshed look.

Council's website has continued to evolve to meet the needs of users, with changes made to the home page in March to improve ease of access.

The design and editing of Council's Corporate Plan, Scenic Rim 2023, represented an extensive body of work for the Communications team during April.

Council has continued to work with its internal clients to ensure consistent use of the Scenic Rim logo. Following a request from the Tamborine Mountain Arts Collective for use of Council's corporate logo on promotional materials, which were to be produced by local artists on the Studios trail, Council subsequently authorised use of the Visit Scenic Rim as more appropriate branding for the leaflets which would help to promote the artists and the region to visitors.

Throughout June the Communications section has continued to work with clients within the organisation to ensure consistency of branding via use of the Council logo.

The Scenic Living newsletter, which is distributed with rates notices in July, was prepared in June following the Budget announcements and highlights key funding for projects and programs region-de in 2018-19.

Project or Program

3.1.1.4 Regional Collaboration Program

Due Date

1.1. Provide support to the Mayor and Chief Executive Officer in maintaining inter-governmental and inter-regional relationships

30/06/2018

Responsible Officer

Start Date

End Date

Status

% Complete

Target %

Communications Officer

01/07/2017

30/06/2018

Ongoing

n/a

n/a

Comments:



Project or Program

Council continues to work collaboratively with external stakeholders to facilitate joint media and promotional opportunities. During November this included a tour of bridge replacements projects funded under the Bridges Renewal Program with the Federal Member for Wright and supporting media activity in addition to State election advocacy through SEQ Mayors. A joint media release relating to federal funding of Eat Local Week initiatives was issued in December in conjunction with the Member for Wright, Scott Buchholz. To ensure the smooth running of the Queen's Baton Relay which will require multiple road closures on Tamborine Mountain in conjunction with the Commonwealth Games on April 1, the Mayor, Councillors and Council staff met with representatives of emergency services and the Tamborine Mountain Christian community to discuss the necessary traffic management arrangements and their possible impact on Easter Sunday services.

During January, minor amendments were made to the graphic design of the Queen's Baton Relay Traffic Management Plan which will be distributed to Tamborine Mountain residents and businesses to ensure the smooth running of the Queen's Baton Relay.

The Queen's Baton Relay traffic management plan was distributed to all Main Street traders mid-February and feedback has informed a more detailed map of road closures, parking arrangements and the operation of shuttle buses on April 1 which also coincides with Easter Sunday. This is normally one of the busiest days of the year for visitors on Tamborine Mountain and thousands more expected for the running of the Queen's Baton Relay and associated community celebrations. The map will be distributed to all Scenic Rim households along with a program of the Shared Fire community celebrations to take place during April.

Messages to communicate changed traffic conditions relating to the Queen's Baton Relay through VMS boards were developed in March in consultation with key stakeholders on Tamborine Mountain.

The opening of the Village Greens on Tamborine Mountain on March 27, ahead of the Queen's Baton Relay on 1 April, was attended by community representatives and local traders, with the official ceremony by Mayor Greg Christensen and State Member Jennifer Howard who represented Minister for Local Government Stirling Hinchliffe. A joint media release was issued by the Minister's office as the Village Greens project received substantial State Government funding.

The Communications and Engagement section collaborated with media staff from the Department of Premier in the development of a media release prior to the announcement in late March of Betterment funding for the Scenic Rim following the Ex-Tropical Cyclone Debbie flood event of March/April 2017.

Council worked with Seqwater during February and March to develop a communications strategy to deal with potential negative coverage of the removal of cabins from the flood margin land at Lake Moogerah.

During March the Acting Communications Coordinator attended a quarterly communications group meeting at the Council of Mayors which focused on addressing the challenges presented by social media in the current climate.

Council continued to work with Seqwater during April to progress the removal of cabins from the flood margin land at Lake Moogerah.

We also collaborated with the State Government in relation to media announcements of Betterment funding for the region to improve the resilience of Scenic Rim infrastructure to future flooding.

The Queen's Baton Relay on Tamborine Mountain in the lead-up to the Commonwealth Games, and the Shared Fire community celebrations at Tamborine Mountain, Beaudesert, Boonah and Kooralbyn were a resounding success in bringing communities together across the Scenic Rim and were reported widely and favourably in the print, radio, television and social media.

In May, the Communications Coordinator worked with the office of the Member for Wright, Scott Buchholz, to prepare a media release announcing Federal funding for security lighting in Jubilee Park, Beaudesert. Council continued to work with Seqwater regarding the Moogerah cabins issue in the approach to the June 30 deadline for the removal of cabins from the flood plain margin.

Throughout June, Council continued to work with Seqwater to progress removal of cabins from the flood margin land at Lake Moogerah.

## Project or Program

**3.1.3 ORG3 Create a corporate environment underpinned by ethical behaviour that fosters a proactive customer service culture, processes and procedures that progress open and accountable governance and apply a risk management approach.**

**3.1.3.1 Policy Development and Review Program**

**Due Date**

**1.1. Maintain policy register**

**30/06/2018**

**2.2. Provide coordinated policy development and support services**

**30/06/2018**

**Responsible Officer**

**Start Date**

**End Date**

**Status**

**% Complete**

**Target %**

*Coordinator Governance and Corporate Policy*

01/07/2017

30/06/2018

Ongoing

n/a

n/a

**Comments:**

Council's policy review schedule is being maintained with policies approaching review dates being referred to the policy owner for review.

Policy development continues to take place on an as needs basis.

There are currently a number of policies overdue for review.

**3.1.3.1 Fleet Procurement Program**

**Due Date**

**1.Fleet Procurement Program delivered**

**30/06/2018**

**Responsible Officer**

**Start Date**

**End Date**

**Status**

**% Complete**

**Jun 2018 Target %**

*Director Infrastructure Services*

01/07/2017

30/06/2018

Ongoing

n/a

n/a

**Comments:**

Replacements are continuing to be undertaken in accordance with 10 Year Plant Replacement Program; with the following items procured for the 2017/18 financial year- 2 graders; 1 backhoe, 1 roller, 1 prime mover, 3 job trucks, 1 tip truck, 2 hooklift trailer (and 1 fitout), 1 environmental spray truck, 1 streetsweeper, 4 mowers (1 flail), 2 caravans, 1 generator, 1 tractor, 1 utility, and 36 motor vehicles.

## Project or Program

## 3.1.3.2 Delegations and Authorisations Program

## Due Date

1.1. Maintain compliant delegations processes and registers

30/06/2018

2.2. Maintain compliant local government authorised persons and worker systems

30/06/2018

3.3. Facilitate annual review of delegations by Council to Chief Executive Officer

30/06/2018

## Responsible Officer

## Start Date

## End Date

## Status

## % Complete

## Target %

Coordinator Governance and Corporate Policy

01/07/2017

30/06/2018

Ongoing

n/a

n/a

## Comments:

Ongoing reviews of the Local Government Association of Queensland's Delegations Register Service continue to ensure the register is up to date and effectively assists officers to perform their duties.

A compliant local government authorised person and worker system has been maintained by Governance.

## 3.1.3.3 Corporate Compliance Training and Development Program

## Due Date

1.1. Deliver corporate induction to commencing employees

30/06/2018

2.2. Deliver training in corporate performance management systems

30/06/2018

## Responsible Officer

## Start Date

## End Date

## Status

## % Complete

## Target %

Coordinator Governance and Corporate Policy

01/07/2017

30/06/2020

Ongoing

n/a

n/a

## Comments:

The Governance component of induction training has been delivered to commencing employees.

Training in corporate performance management systems has been delivered on an as needs basis and is scheduled with commencing staff with reporting responsibilities.

## Project or Program

**3.1.4 ORG4 Provide streamlined and practical regulatory services that deliver on the shared vision with the community.****3.1.4.1 Local Law Review Project****Due Date**

- 1.1. Conduct and implement consequential amendments to Local Laws in anticipation of adoption of new Planning Scheme

**30/06/2018**

- 2.2. Maintain register of requested amendments to Local Laws

**30/06/2018****Responsible Officer***Coordinator Governance and Corporate Policy***Start Date**

01/06/2017

**End Date**

30/06/2018

**Status**

Completed

**% Complete**

100

**Jun 2018 Target %**

100

**Comments:**

0% 25% 50% 75% 100%

A preliminary meeting with Planning has taken place to provide for initial scoping and scheduling of work on the Scenic Rim Planning Scheme consequential amendments.

Further meetings held and direction agreed. A plan has been established to manage this process for the next financial year.

A register of ad hoc requests for amendments to Local Laws has been created and is saved in Council's document management system to collate and manage requests received for changes concurrent to the Consequential Amendments for the Planning Scheme.

The Waste Management Local Law has been made.

**3.1.4.1 Revenue Management Program****Due Date**

- 1.1. Ensure rates are levied in accordance with statutory timeframes

**30/06/2018**

- 2.2. Monitor outstanding rates and enforce collection actions

**30/06/2018****Responsible Officer***Chief Finance Officer***Start Date**

01/07/2017

**End Date**

30/06/2018

**Status**

Completed

**% Complete**

100

**Jun 2018 Target %**

100

**Comments:**

0% 25% 50% 75% 100%

Rate levy has occurred for July 2017 and supplementary rate notices were issued in September, October and December. Rate levy has occurred for January 2018 and supplementary rate notices were issued in March, April and June.

Outstanding rates for June 2018 3.97%. Rates recovery remains within parameter with the issue of reminder notices and claims occurring in accordance with debt recovery process timeframes.

## Project or Program

## 3.1.4.1 Development Assessment Service and Improvement Program

## Due Date

1.1. Continuation of the development assessment improvement process

30/06/2018

2.2. Processing summary for Development Applications

30/06/2018

3.3. Development Assessment business improvement

30/06/2018

## Responsible Officer

Manager Planning

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Ongoing

## % Complete

n/a

## Target %

n/a

## Comments:

Digitisation is well underway with almost all hard copy files now digital. Process of loading into ECM commenced April 2018. Business efficiencies achieved through scheduling of regular team meetings. The business efficiencies include electronic storage, document workflow improvements, business process improvements between planning and other departments, TechOne workflow development, journey process mapping, and education of internal and external stakeholders. Procedures and process development has occurred for planning certificates (workflow, templates and procedure), GIA's, Compliance with Conditions, Building envelope amendments, Not Made applications. Development of the Standard Conditions business process in progress. Jobs Jump Start process has been streamlined.

Development assessment improvement continues to occur based on process and procedural change accompanied by legislative change (New Planning Act commenced on 3 July 2017).

## PROCESSING SUMMARY FOR DEVELOPMENT APPLICATIONS AND CERTIFICATES

## Development Applications Received During June 2018 Quarter:

- 88 development applications were received during the Quarter
- 95 development applications were determined during the Quarter (of which 91 were delegated and 4 determined by Council)

## Total Processing Times for all Applications Determined in the Quarter

- < 20 business days = 33%
- 20 - 40 business days = 31%
- 40 - 60 business days = 18%
- 60 - 80 business days = 2%
- 80 - 100 business days = 2%
- > 100 business days = 9%

## Planning Certificates

- 76% of Planning Certificates issued within statutory timeframes (Total of 17 Certificates issued, of which 14 were Limited Certificates, 2 were Standard and 1 were Full Planning & Development Certificates)
- 92% of Flood Certificates issued within statutory timeframes (Total of 26 Certificates issued)

## Plan Endorsement Applications

- 31 Plan Endorsement Applications were lodged and signed in the Quarter

Project or Program

3.1.4.1 Information Management Program

Due Date

1.1. Management of incoming correspondence

30/06/2018

2.2. Internal audit program on compliance with records standards

30/06/2018

3.3. Provide information archiving services

30/06/2018

Responsible Officer

Start Date

End Date

Status

% Complete

Target %

Manager Information Services

01/07/2017

30/06/2018

Ongoing

n/a

n/a

Comments:

Incoming correspondence is being managed in accordance with required service standards.

A project to digitise some Planning documents is underway. Additionally, the Legal Documents Register (LDR) has had a recent review, with changes to the process being made.

Project or Program

4.1.1 RRL1 Assist the community to build capacity to respond to their needs and aspirations while also delivering programs and supporting events that promote active participation across all sections of our community.

4.1.1.1 Arts and Culture Program

1.1. Implement Arts and Culture Plan objectives

2.2. Operate Cultural Centres

3.3. Heritage and Public Art program

Due Date

30/06/2018

30/06/2018

30/06/2018

Responsible Officer

Manager Community and Culture

Start Date

01/07/2017

End Date

30/06/2018

Status

In Progress

% Complete

99

Jun 2018 Target %

100



Comments:

0% 25% 50% 75% 100%

Project or Program

1. During the final quarter of the 2017/18 financial year the following objectives of the Cultural Policy were delivered:

#### COMMUNITY

Scenic Rim Cultural Centres hosted the following significant community events:

Queen's Baton Relay (QBR) and Shared Fire Events at Tamborine Mountain, Beaudesert, Boonah and Kooralbyn. Estimated attendances across all 3 events was 22,000. Over the life of the project attendances totalled 25, 574.

Participation in the event was 3, 948, volunteers working on the events totalled 539.

Attendance at the Queen's Baton Relay was estimated at 7,000 the largest at the time of the event in Australia.

Thank you and debrief events have since been held by Cultural Services with emergency service organisations, Council staff and volunteers.

April saw the opening of the Commonwealth exhibition that explored our Shared Commonwealth experiences. June was the exhibition opening of Postcards from Asia. The exhibition was well attended and looked at our connections with Asia through stories of returned soldiers from Vietnam, artists photographic work from Malaysia and Bangladesh along with a collaborative work with local photographers, writers looking inside local Hindu, Buddhist and Muslim places of worship.

Meetings were held with community stakeholders to advance signage and recognition plaques at the ASSI Wayfinder Public Artwork in Hopkins Park.

In April the Zonta Club Conference was held at Beaudesert, Anzac Day Gunfire Breakfast at Boonah

The Song Doctors presented at the Morning Concert at Boonah

In May Debutante Balls at the Centre Beaudesert, and Community Development held volunteer thankyou events at Cultural Centres in Boonah and Beaudesert. Glads Girls concert at the Centre Beaudesert, a performance of the Queensland Symphony Orchestra Chamber Concert at Boonah and the Boonah Cultural Foundation presented the Boonah Writers Festival.

In June Youth leaders meetings were held, a near sell out Morning concert with Gina Hogan, Looking for Lawson performance and the Rotary Change over dinner were held at Beaudesert and Boonah Community Band staged a concert at Boonah.

Community Leadership programs were supported through meetings and interactions with the Traditional Mununjali Elders Group and Granny Polos, The Scenic Rim Writers Group, ongoing facilitation of The Scenic Rim Heritage Group. The June Arts Dinner looked at collaborations between business and the arts and development of an app.

#### HERITAGE AND IDENTITY

April saw the launch of Word on the Street an anthology of stories about places within the Scenic Rim written and compiled by the Scenic Rim Writers Group facilitated by the Queensland Writers Centre.

Shared Fire Events presented recordings of local history by community members which remains an ongoing community resource and will be linked to upcoming Heritage, arts and public art trails.

Cultural Services are working with the Scenic Rim Heritage Network and the Museum Development Officer (MDO) from Queensland Museum Network on the development of heritage trails across the Scenic Rim. The MDO will facilitate the project.

Indigenous Culture was showcased as a central theme for the Shared Fire and Fire on Water events and was identified as one of the highlights of the events in audience surveys.

#### CREATIVE EXCELLENCE

Shared Fire and Fire on Water Finale was held in April as part of QBR community celebrations in Scenic Rim for the Commonwealth Games on the Gold Coast.

The Fires on Top of Mountains project that culminated in Shared Fire Events during April demonstrated Creative excellence through capacity building, participation, engagement and skill development. The project employed 168 artists and cultural workers of which 30 identified as Indigenous. It included 551 activations over the 3 year period and was a showcase for emerging artists, Indigenous Culture, our regions shared stories, arts and crafts, and the development of a major collaborative Public Art Work that was centrepiece of the Finale event at Kooralbyn



The combined attendance figures for Scenic Rim Cultural Centres across the final quarter for the 2017/18 financial year are 6,420 over 199 events. Statistics for this quarter are lower were impacted by the delivery of most School Holiday activities offsite for Shared Fire events.

End of year statistics for the Cultural Centres total 35,317 over 844 events. The attendances this financial year for The Shared Fire Events outside the venues is 22,000. These events were delivered by the Cultural Services Team as part of the annual program.

The Boonah Cultural Centre experienced a 9 % increase in attendances (14,170 increased from 12,961 16/17) this financial year attributed to the staging of the biannual Quilt show.

The Centre Beaudesert experienced an overall decrease of 12% in attendances (total attendances 21,147 reduced from 24,145 in 16/17) attributed to reduced numbers of debutantes at this year's Deb Balls, reduced hires from Down Under Farm Stays and only one season of BAMS theatre delivered.

NB this does not include statistics for the Vonda Youngman Community Centre.

During this quarter meetings have been held with the Scenic Rim Heritage Network with ongoing discussions about the development of Heritage trails.

Finalising agreements with Museums to develop heritage trail material.

The Arts Reference Group met to review the VATV project on Tamborine and endorse the RADF guideline changes and discuss the next round of funding for RADF and Public Art objectives.

They also commented on the Shared Fire Sculpture and its placement - preferencing Tamborine Village

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Project or Program

4.1.1.2 Community Development Program

Due Date

1.1. Implement Health & Wellbeing Plan and Priorities

30/06/2018

2.2. Deliver Be Healthy & Active Program

30/06/2018

3.3. Deliver Council community events program

30/06/2018

4.4. Deliver Sports & Recreation Programs

30/06/2018

5.5. Deliver Youth Leadership Program

30/06/2018

6.6. Development Master Plan - Jubilee Park

30/06/2018

Responsible Officer

Start Date

End Date

Status

% Complete

Jun 2018 Target %

Manager Community and Culture

01/07/2017

30/06/2018

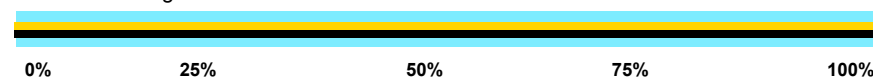
In Progress

99

100



Comments:



Project or Program

Council's Health & Wellbeing Plan provides the framework for delivering community development projects across the Scenic Rim and the Health & Wellbeing Advisory committee meets quarterly to ensure that Council continues to address recommendations in the plan and deliver projects that meet community needs. Measuring the success of actions is important and the Advisory Committee will review the plan's annual achievements on 18 July and present a formal report to Council in August.

Council's 2018 Be Healthy & Active program partnered with over 30 local health and wellbeing providers to deliver another highly successful program which was enjoyed by approximately 3000 residents across the Scenic Rim.

Game On, the extended version of Council's Be Healthy & Active Program concluded on 30 June, with many service providers reporting consistent patronage and/or increased numbers. The program also included a weekly Be Healthy & Active prize pack which provided an effective way for Council to engage directly with the community and create a database of Healthy & Active participants. The program was funded through Embracing 2018 and was aimed at encouraging the community to engage in lifelong learning about health and wellbeing, through free and low cost activities. An update of Be Healthy & Active and Game On will be presented to the Health and Wellbeing Advisory Committee on 18 July and formally presented to Council in August.

Council hosted Free Movies in the Park at Tamborine Mountain, Beaudesert and Boonah in May. Despite the chilly weather, all events were well attended with numbers up from last year. These events are aimed at celebrating families as part of National Families Week and encourage our communities to come together in a relaxed and family friendly setting.

Council also hosted Volunteer Thank You events in May as part of National Volunteers Day. Volunteers Day is an opportunity for Council to thank and acknowledge all of the amazing volunteers who contribute to the social fabric of the Scenic Rim community. Volunteers were treated to a delicious morning tea and the musical delights of the Tamborine Mountain String Quartet.

More than 4000 people attended Council's free Queensland Day celebration in Jubilee Park on 10 June 2018 which also included a Citizenship Ceremony for twelve Scenic Rim residents. There were 40 stall holders offering everything from face painting to basketball shootouts, plus little athletics, a petting zoo, Bush Buddies, emergency services displays and lots of free giveaways. Entertainment included Beaudesert High School String Sensations and Concert Band, Friends of Forbici Irish Dancing and performances from the Gold Coast Conservatorium of Music. Council partnered with Beaudesert Rotary to deliver a truly authentic and local celebration. Funding was provided by the Qld Government.

Council partnered with Sport and Recreation Services Qld to deliver a free Grant Writing workshop in Beaudesert on 2 May. More free capacity building workshops will be delivered later in the year. These workshops provide an opportunity for sport and recreation clubs and community groups to access information and resources on various topics of interest. Workshop content is based on feedback from the sector. These workshops also provide an important networking opportunity for clubs to engage on issues that are relevant to them.

Preparations are underway for Council's annual Sports Forum which will also be held later in the year.

Thirty Year 10 students from Scenic Rim High Schools attended an official Welcome Ceremony on 7 June as part of Council's annual Youth Leadership Program. Selina Scoble from Scoble Enterprises is delivering the program again this year, which is testimony to the strong partnership that Council has developed with Selina. This highly successful initiative has become an important part of Council's Community Development program, providing an opportunity to build capacity and support our future leaders. The program has also been instrumental in developing stronger relationships with local high schools.

Council launched an online survey in June to encourage broader community consultation for the Spring Creek Precinct / Jubilee Park Master Plan. Hard copy surveys are also being made available at the Beaudesert Library and Customer Contact Centre. The consultants, Ross Planning also hosted an interactive stall at Council's Qld Day celebrations at Jubilee Park on 10 June. The initial consultation phase included a facilitated discussion with Council's Health & Wellbeing Advisory Committee plus targeted consultation with key sporting clubs in Beaudesert to discuss future sport and recreation needs. Community consultation closes on 11 July and key findings will be presented to Council's Health & Wellbeing Advisory Committee and Project Team in July.

## Project or Program

## 4.1.1.3 Cultural Services Program

## Due Date

1.1. Consultation with local indigenous community on arts, culture and heritage

30/06/2018

2.2. Deliver Event and Capacity Build Community in Readiness for Commonwealth Games

30/06/2018

3.3. Deliver Studios and Cultural Trails of the Scenic Rim

30/06/2018

4.4. Fires on Top of Mountains - Second Stage Implementation

30/06/2018

## Responsible Officer

Manager Community and Culture

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

In Progress

## % Complete

99

## Jun 2018 Target %

100



## Comments:

Featuring Indigenous stories and elders as central to all shared fire events.as part of the Fires on Top of Mountains project.

Ongoing consultations for Public Art, Heritage and Strategic Planning for cultural projects.

Outcomes of the Games Ready grants, development and promotion of all the Shared Fire events, volunteer inductions held, workshops to decorate the site held with community, rehearsals held for the Birds of a Feather, Flock, Peoples Orchestra component of Fires on Top of Mountains project.

The Final round after 10 years of Open Studios was delivered in May. Less than 50 % of data was returned by participants but observable outcomes tracked well against previous years. The June Arts Dinner examined new ways forward with the development of an APP to promote ongoing Open Studio interactions along with partnerships and collaborations with local businesses.

## FIRES ON TOP OF MOUNTAINS SECOND STAGE IMPLEMENTATION

The Queens Baton Relay was held with 7000 people attending and the event being broadcast on national television and organisers saying it was the best turn out in Australia ( before it arrived on the Gold Coast) This was followed by Shared fire events at Tamborine Mountain, Beaudesert, Boonah and Kooralbyn.

In total attendances were 25,574 across all events and activations.

3,948 people participated in creating the event. With a further 539 volunteers helping to stage the event and its 551 activations. 168 Artists and cultural workers were employed with a further 415 Queenslanders being employed in some form in the development of the events.

## Project or Program

**4.1.4 RRL4 Develop a planning vision and supporting planning instruments for the region which promotes community aspirations and clearly articulates the unique qualities of our natural assets and the identity of our towns, villages and communities.**

**4.1.4.1 Development Assessment Program****Due Date****1.1. Development Application Assessment Services****30/06/2018****2.2. Planning and Flooding Certificates****30/06/2018****3.3. Pre-lodgement and development advisory services****30/06/2018****Responsible Officer****Start Date****End Date****Status****% Complete****Target %***Manager Planning*

01/07/2017

30/06/2018

Ongoing

n/a

n/a

**Comments:**

Monthly Councillor and Executive Planning Workshops were held and updates provided on current development applications status, summary of pre-lodgement meetings and status of current appeals.

Flood Certificate information was provided in accordance with Council's Policy and is reported in the Departmental Key Performance Indicators.

**4.1.4.1 Building and Plumbing Program****Due Date****1.1. Provide Building approval services****30/06/2018****2.2. Provide Plumbing approval services****30/06/2018****3.3. Provide Plumbing compliance services****30/06/2018****Responsible Officer****Start Date****End Date****Status****% Complete****Target %***Manager Health Building and Environment*

01/07/2017

30/06/2018

Ongoing

n/a

n/a

**Comments:**

A total of fifty eight building applications have been lodged with Council for assessment for the period April to June. An overall performance outcome of ninety eight percent of applications have been assessed within the required statutory time frames. Council performed one hundred and thirty five building inspection for the period achieving one hundred percent of the performance objective. A total of two hundred and fifty one building applications have been lodged for the Scenic Rim Regional area for the period with seventy four applications for new dwellings including 6 secondary dwellings and 3 duplex development.

A total of ninety two plumbing applications have been lodged with Council for compliance assessment for the period April to June. Fifty two application were associated with on-site sewerage facilities. An overall performance outcome of ninety eight percent of application have been assessed within the statutory time frames for the period. Council performed a total of seven hundred and thirty six regulatory plumbing inspections for the period with a performance objective of one hundred percent achieved.

A total of five compliance requests have been received for the period April to June. Six compliance requests have been resolved for the period. Council performed ten compliance inspections associated with notifiable work under the Standard Plumbing and Drainage Regulation 2003.

## Project or Program

## 4.1.4.2 Development Compliance Program

## Due Date

1.1. Provide proactive Higher Risk Development compliance assessment

30/06/2018

2.2. Provide Development Compliance Services.

30/06/2018

3.3. Provide Building Compliance Services.

30/06/2018

4.4. Provide Local Laws Compliance Services.

30/06/2018

## Responsible Officer

Manager Health Building and Environment

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Ongoing

## % Complete

n/a

## Target %

n/a

## Comments:

No high risk development (HRD) inspections were undertaken during Q4 due to high workloads for the Compliance Services team.

A total of 44 new customer requests relating to development compliance matters were received during Q4. These requests alleged offences against the Planning Act 2016 and generally encompass development occurring without approval, or non-compliance with an approval. There were three customer requests relating to Environmental Protection Act 1994 (EP Act) matters during Q4. Six show cause notices and one enforcement notice were issued for development compliance matters, and one penalty infringement notice was issued for a breach of the EP Act (sediment and erosion) during Q4.

A total of 24 new customer requests relating to building compliance matters were received during Q4. These requests allege offences against the Building Act 1975 and the Planning Act 2016 and may encompass matters such as dilapidated or dangerous structures, pool fencing offences, building development occurring without approval, or non-compliance with an approval. Two show cause notices and three enforcement notices were issued for building compliance matters during Q4.

Twenty one new customer requests relating to local law compliance matters were received during Q4. These requests allege offences against the Council's local laws and encompass offences about operating prescribed activities without approval, use of or interference with reserves and other Council controlled areas. Three compliance notices were issued for local law matters during Q4.

## 4.1.4.2 Land Use Planning Program

## Due Date

1.1. Respond to and implement changes to state and regional planning policy and legislation

30/06/2018

## Responsible Officer

Manager Planning

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Ongoing

## % Complete

n/a

## Jun 2018 Target %

n/a

## Comments:

No submissions in response to changes in state and regional planning policy and legislation were made during the April to June 2018 quarter. However, input was provided in response to the Qld Government's Statistician's Office 2018 population projection review and the Growth Monitoring Program, being undertaken in support of the implementation of the SEQ Regional Plan.

## Project or Program

## 4.1.4.3 Beechmont Local Planning Study Project

Due Date

1.1. Engage consultancy team to undertake Beechmont Local Planning Study

22/12/2017

2.2. Delivery of Beechmont Local Planning Study substantially commenced

30/06/2018

Responsible Officer

Start Date

End Date

Status

% Complete

Jun 2018 Target %

Manager Planning

04/09/2017

28/06/2019

In Progress

1

35



## Comments:

The Beechmont Local Planning Study was placed on hold due to the implications of new regional planning policy on the outcomes sought under the Study. Discussions with the Department of State Development, Manufacturing, Infrastructure and Planning to identify the regional plan implications on the scope of the study are ongoing.

0% 25% 50% 75% 100%

## 4.1.4.4 Scenic Rim Regional Council Flood Hazard Management and Disaster Mitigation Assessment Project

Due Date

1.1. Completion of draft flood study and mapping for review

06/12/2017

2.2. Completion of project

22/12/2017

Responsible Officer

Start Date

End Date

Status

% Complete

Jun 2018 Target %

Manager Planning

05/12/2016

22/12/2017

Completed

100

0



## Comments:

The Scenic Rim Regional Council Flood Hazard Management and Disaster Mitigation Assessment Project was completed in December 2017. The following outputs were delivered via the project:

1. Flooding modelling for the 10%, 5% and 2% events for the Bremer River, Warrill Creek, Purga Creek, Teviot Brook, Logan River, Albert River and Upper Coomera River catchments;
2. Identification of the implications of flooding (including the 1% event) on key road crossings in each catchment;
3. Review of the risk rating of each key stream gauge location in each catchment;
4. Review of key gauge network in each catchment;
5. Creation of GIS data for each modelled flood event and the flood levels for each property affected by an event.

0% 25% 50% 75% 100%

## Project or Program

## 5.1.1 VTV1 Provide support to the community to own, develop and deliver diverse initiatives that reflect their individual character.

## 5.1.1.1 Community Development Grants Program

Due Date

## 1.1. Community grants

30/06/2018

## 2.2. Sport and recreational grants

30/06/2018

## Responsible Officer

## Start Date

## End Date

## Status

## % Complete

## Jun 2018 Target %



Manager Community and Culture

01/07/2017

30/06/2018

In Progress

99

100



## Comments:

Council hosted a series of grant writing workshops in June to promote Community and Sporting Grants. The grants program has been extensively reviewed over the past twelve months and the workshops were aimed at helping the community understand the purpose and expectations of Council Grants. The Community Grants program will be released in July 2018 and is aimed at providing assistance to grassroots not-for-profit community groups and organisations who make a positive contribution to the quality of life in the Scenic Rim.

Council released the Sport and Recreation Grants program in June to align with the State Government Get Playing Places and Spaces program so that local sporting clubs could maximise their funding opportunities for larger infrastructure grants. The grants program assists grassroots community sporting groups to improve their facilities, which is an important part of Council's broader strategy of supporting healthy and active lifestyles in our region. The State Government announced at the end of June that it would be extending the opening date for Get Playing to late July and Council subsequently extended the closing date for the Sport and Recreation grants to 25 July, which will also coincide with the closing date for Council's Community Grants.



## Project or Program

## 5.1.1.1 Vibrant and Active Towns and Villages Program

## Due Date

1.1. Project governance commenced

30/06/2018

2.2. Deliver capital projects in accordance with the project program

30/06/2018

3.3. Master plans delivered and endorsed

30/06/2018

4.4. Progress grant applications

30/06/2018

## Responsible Officer

## Start Date

## End Date

## Status

## % Complete

## Target %

Manager Property and Operations

01/07/2017

30/06/2018

Completed

100

0

## Comments:

Regular Vibrant and Active Towns and Villages Steering Committee Meetings have been held throughout the 2017/2018 financial year.

The following are some updates on the progress of projects:

a) Jubilee Park has had additional playground equipment installed.

b) A seat has been installed at Wesley Way Footpath.

c) Main Street Tamborine Mountain Project is complete.

d) Boonah High Street (Western Side) concept design is complete and detailed design to be completed shortly.

e) Brisbane Street South Streetscape design (excluding library) and Brisbane Street North (including Davidson Park) concept design have commenced.

With regard to grant applications:

1. Council submitted applications for the 2017/19 Local Government Grants and Subsidies Program for Main Street Tamborine Mountain Redevelopment Project and two stages of Boonah Town Centre Footpath upgrades. Main Street redevelopment was approved.

2. Council submitted applications for Boonah Town Centre Courtyard and Footpath upgrade (due date 19th December 2017) and we are awaiting a response.

3. Council had submitted an application for a Safer Communities Grant for Jubilee Park Lighting &amp; CCTV and the grant has now been approved.

4. Council's submitted application for Lasting Legacies War Memorial - DJ Smith Park was not approved.

## 5.1.1.2 Cultural Grants Program

## Due Date

1.1. Regional Arts Development Fund (RADF) Grants

30/06/2018

## Responsible Officer

## Start Date

## End Date

## Status

## % Complete

## Jun 2018 Target %

Manager Community and Culture

01/07/2017

30/06/2018

In Progress

99

100

## Comments:

As part of RADF strategic initiatives for 2017/18 funds in the final quarter were allocated for the FOTOM Project Musical Director, Performance Program Coordinator, development of short film for projection and Indigenous Shared Story Project.

Reports and case studies have been requested from to Arts Queensland who attended the event on Tamborine Mountain.

The annual report and bid for funding was submitted to Arts Queensland early April for notification in September.

## 5.1.5 VTV5 Ensure the provision of parks, open spaces and community infrastructure is consistent with identified local and regional needs.

## 5.1.5.1 Parks, Gardens and Cemeteries Planning Project

Due Date

1.1. 10 Year Parks, Gardens and Cemeteries Capital Works Program reviewed

31/01/2018

2.2. Preplanning of Parks, Gardens and Cemeteries Capital Works projects undertaken

30/06/2018

## Responsible Officer

## Start Date

## End Date

## Status

## % Complete

## Jun 2018 Target %



Manager Property and Operations

01/11/2017

30/06/2018

Completed

100

100



## Comments:

The Capital Budget for 2018/2019 has been reviewed, submitted for approval and is now approved. This budget has been phased across the 2018/2019 financial year and initial project planning has occurred.

## 5.1.5.2 Facilities Planning Program

Due Date

1.1. 10 year Facilities Capital Works Program reviewed

31/01/2018

2.2. Preplanning for Facilities Capital Works projects undertaken

30/06/2018

## Responsible Officer

## Start Date

## End Date

## Status

## % Complete

## Target %

Manager Property and Operations

01/07/2017

30/06/2018

Ongoing

n/a

n/a

## Comments:

The Ten Year Capital Works Program has been prepared, presented to Council and is now approved. Pre-planning for 2018/2019 Facilities Capital Works projects is complete.

## Project or Program

## 5.1.5.3 Facilities Capital Works Program

Due Date

## 1.1. Facilities Capital Works program delivered

30/06/2018

## Responsible Officer

Start Date

End Date

Status

% Complete

Target %

Manager Property and Operations

01/07/2017

30/06/2018

Completed

100


0

## Comments:

The Facilities Capital Works program for 2017/2018 is complete, with some projects to be carried forward for completion in 2018/2019. Recently completed projects include: restumping of the Boonah Bandhall; replacement of the stage curtains at the Boonah Cultural Centre; an upgrade to Staffsmith Park playground softfall area; and the installation of a new undercover carpark roller door.

Other Capital Works completed during the year include: new picnic shelters at Darlington and EM Tilley Parks; a new effluent disposal area at EM Tilley Park; new bollard fencing at Darlington Park; new barbecues installed at Springleigh and Bicentennial Parks at Boonah; a new shade structure installed at Jubilee Park at Beaudesert; new change tables and removable stairs have been installed at Beaudesert Pool; a new footpath has been installed at the Beaudesert Administration Building; the demolition of the Mount Walker Old School buildings; the SES shed at Peak Crossing has been completed; and various other smaller projects.

0% 25% 50% 75% 100%



## 5.1.5.4 Parks, Gardens and Cemeteries Capital Works Program

Due Date

## 1.1. Parks, Gardens and Cemeteries Capital Works program delivered

30/06/2018

## Responsible Officer

Start Date

End Date

Status

% Complete

Target %

Manager Property and Operations

01/07/2017

30/06/2018

Ongoing

n/a

n/a

## Comments:

The capital funding for the Tamborine Mountain Botanic Gardens Volunteers has been transferred. The following projects have been completed: the Harrisville Memorial Park Garden Landscape Project; the Beaudesert Cemetery Car Park Sealing Project; and the Boonah Cemetery Retaining Wall Replacement project. The Bicentennial Park Lookout upgrade is 95% finished, with a small amount of work to be completed.

## Project or Program

## 5.1.5.5 Facilities Operations and Maintenance Program

Due Date

## 1.1. Facilities Operations and Maintenance program delivered

30/06/2018

## Responsible Officer

## Start Date

## End Date

## Status

## % Complete

## Target %

Manager Property and Operations

01/07/2017

30/06/2018

Ongoing

n/a

n/a

## Comments:

The Facilities Maintenance and Operational program is now completed. The following tasks completed this year include: bollard fencing at Bicentennial Park at Boonah; gravel driveway repair at Guanaba Park at Tamborine Mountain; Warrill View Park electric barbecue replacement; replacement of a section of footpath at Junior Chamber Park in Beaudesert; various works undertaken at Central Place in Beaudesert (e.g. painting picnic tables, relaying pavers); and picnic table painting at Darlington Park.

## 5.1.5.8 Parks, Gardens and Cemeteries Operations and Maintenance Program

Due Date

## 1.1. Parks, Gardens and Cemeteries Operations and Maintenance program delivered

30/06/2018

## Responsible Officer

## Start Date

## End Date

## Status

## % Complete

## Target %

Manager Property and Operations

01/07/2017

30/06/2018

Ongoing

n/a

n/a

## Comments:

The grass maintenance in parks and cemeteries has been delivered within service standards. Mapped roadside mowing areas have also been maintained. Roadside and Park gardens are being planted, trimmed, weeded, watered, mulched and generally maintained to an appropriate standard. A Winter program of reduced mowing frequency and increased maintenance and project work is underway.

## Project or Program

**6.1.1 ASR1 Apply asset management, financial and environmental sustainability principles as fundamental components of infrastructure planning and management.****6.1.1.1 Property Management Strategy Project****Due Date****1.1. Manage leases and agreements****30/06/2018****2.2. Deliver corporate and internal services****30/06/2018****3.3. Deliver external and community services****30/06/2018****4.4. Manage Council land and property in a strategic manner****30/06/2018****5.5. Property Management Strategy Implementation Plan delivered.****30/06/2018****Responsible Officer****Start Date****End Date****Status****% Complete****Target %***Manager Property and Operations*

01/07/2017

30/06/2018

Ongoing

n/a

n/a

**Comments:**

Various lease renewals have been progressed and there is on-going liaison with various community and sports groups in the Scenic Rim region.

The Property Management section is continuing to liaise with other Council departments to ensure messaging to community and sports' groups is consistent. There is an emphasis on flow of land-owner consent and project proposals in conjunction with Council grant process.

An asset conditioning and maintenance strategy is being implemented for Council and community assets.

A brief for a Sports Infrastructure Strategy is being developed, however, the Property Management Strategy Implementation Plan is on hold, pending review of policy documentation.

Property Management is currently receiving an unprecedented amount of correspondence from community and sporting groups.

Termination of Occupation Licenses for cabins in the flood margin land at Lake Moogerah Caravan Park have been issued and required work on site has commenced to establish this area as an overnight camping area.

Council land and property is being managed in accordance with existing Council guidelines and policies.

Property Section is liaising with Strategic Planning officers regarding options to dispose of surplus Council land

A review of existing Council leasing and agistment documentation is also being undertaken.

The land associated with Billabong Park, Kooralbyn has now been acquired.

## Project or Program

## 6.1.1.1 Asset Management Strategy Project

## Due Date

1.1. Continue to improve Asset Management System

30/06/2018

2.2. Continue to improve Asset Management Plans

30/06/2018

3.3. Improve Asset Management awareness and capability across Council

30/06/2018

4.4. Continue to integrate Asset Management across Council

30/06/2018

## Responsible Officer

## Start Date

## End Date

## Status

## % Complete

## Jun 2018 Target %



Acting Director Infrastructure Services

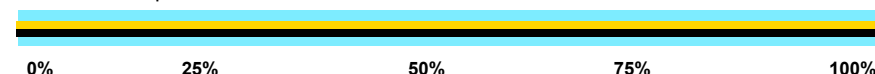
01/07/2017

30/06/2018

Completed

100

100



## Comments:

Council's Asset Management Strategy CorePlus 2018 continued to be implemented across the organisation in 2017/18, through the delivery of four key objectives: improve asset management system, improve asset management plans, improve asset management awareness and capability across Council, and integrate asset management across Council.

A new Asset Management Working Group was formed in 2017, with monthly meetings held across the year.

The Asset Management System continued to be improved across the organisation. A new Asset Management Plan template and workbook have been developed and workshopped to the (internal) Asset Management Working Group. The Asset Management Team have developed a concept, named SmartAMP, which is an innovative, online version of an asset management plan, meeting all the legislated requirements in an interactive and integrated format. This concept will now be moved into the next phase of development, with Council's existing asset management plans being converted into SmartAMP's.

A sealed roads predictive modelling workshop was held in October with key engineering staff, as well as software training of Council's prediction modelling and decision support tool, in order to advance long-term asset lifecycle modelling. These models can then be used to evaluate and optimise investment and level of service strategies. Similar strategic modelling is to be rolled out across other asset classes in the coming years.

Ongoing enhancements to Council's asset management information system have included the upgrade to an industry-leading Cloud-based subscription, providing many improvements over the previous desktop software and negating the need for an on-site server. This Cloud-based software also opens the door for future implementation of mobile functionality and additional modules, including maintenance management and infrastructure assessment, planned for implementation in 2018/19. Over four thousand asset records have been uploaded into Assetic Cloud to-date.

A State of the Assets report was presented to Councillors and the Executive Team at the Infrastructure Workshop in December 2017.

## Project or Program

## 6.1.1.1 Bridge Strategy Project

Due Date

1.1. Ensure Community Service Levels for the region's bridge network provides a level of service that meets the needs of the community.

30/06/2018

2.2. Bridge network Infrastructure- Provide a network of bridge infrastructure to service the range of needs of the community throughout the region in the sustainable manner.

30/06/2018

3.3. Infrastructure Operation and maintenance - Ensure the constructed bridge infrastructure is operated and maintained in an efficient and effective manner to meet the service level expected of the infrastructure over the life of the asset.

30/06/2018

4.4. Resource Capability - Ensure continued resource capability by having a skilled workforce, appropriate resources and source materials to continue to support the provision of the bridge network

30/06/2018

5.5. Land Use Planning - Ensure land use planning delivers sustainable and efficient bridge network.

30/06/2018

6.6. Project Prioritisation - Ensure renewal, upgrades and new bridge infrastructure projects are prioritised according to network needs.

30/06/2018

7.7. Private and Utility Infrastructure in Road Reserve - Ensure the installation of private and utility infrastructure in road reserves does not compromise the function and safety of the bridge network.

30/06/2018

## Responsible Officer

## Start Date

## End Date

## Status

## % Complete

## Jun 2018 Target %



Acting Director Infrastructure Services

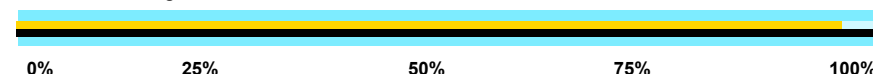
01/07/2017

30/06/2018

In Progress

95

100



## Comments:

The Bridge Strategy program is driven by the Strategy Implementation Plan. The following items identified in the Strategy Implementation Plan have been completed for the 2017/18 year:

- Minimum Acceptable Load Limits have been reviewed to ensure they meet current Vehicle class distinctions and wheel loading distribution.
- The Minimum Acceptable Load Limit (MALL) for each bridge has been reviewed against known level of service requirements.
- A Traffic Count and Assessment program has been developed and attributes updated.
- The Bridge Asset register has been reviewed.
- Bridge width for the proposed bridge replacements have been reviewed to ensure they meet requirements.
- Long term delivery options for a sustainable network have been reviewed following announcement of successful applications for Bridge Renewal funding.
- Maintenance and Minor Rehabilitation works are being carried out where suitable to maintain or improve current load limits at or above MALL.
- The Bridge Strategy Report has been reviewed.
- An annual bridge inspection program has been developed and has been implemented.
- A bridge rehabilitation program has been developed based on current inspection data.
- Maintenance and Minor Rehabilitation works have been carried out where suitable to maintain or improve current load limits at or above MALL.
- Alternative materials and methods are being continually investigated and developed to improve efficiency and cost effectiveness of bridge construction and maintenance.
- The prioritisation methodology and budgetary arrangements for bridge capital and maintenance works has been reviewed.
- Private and Utility infrastructure issues are assessed and addressed as applications are presented and as issues are identified.

Project or Program

6.1.1.1 Asset Valuations Program

- 1.1. Review of asset valuation assumptions prior to preparation of annual financial statements
- 2.2. Indexation applied to asset valuations performed for the year ended 30 June 2018
- 3.3. External asset valuation of some asset classes to occur by 30 June 2018

Due Date

30/06/2018  
30/06/2018  
30/06/2018

Responsible Officer  
Chief Finance Officer

Start Date      End Date  
01/07/2017      30/06/2018

Status  
Completed

% Complete  
100

Jun 2018 Target %  
100

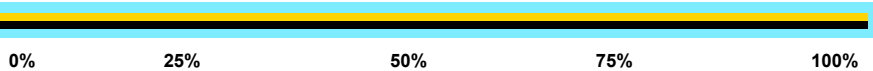


Comments:

The roads, bridges and stormwater valuation has been deferred until the 2018-19 financial year.

Asset valuation and assumptions have been considered and no changes are recommended.

Indexation will be applied at the end of the financial year.





## Project or Program

## 6.1.1.2 Roads and Streets Strategy Project

Due Date

1.1. Ensure Community Service Levels for the region's road network provides a level of service that meets the needs of the community.

30/06/2018

2.2. Road network Infrastructure- Provide a network of roads to service a range of needs of the community throughout the region in a sustainable manner.

30/06/2018

3.3. Infrastructure Operation and maintenance. Ensure the constructed infrastructure is operated and maintained in an efficient and effective manner to meet the service level expected of the infrastructure over the life of the asset.

30/06/2018

4.4. Project Prioritisation - Ensure renewal, upgrades and new road infrastructure projects are prioritised according to risk mitigation approach.

30/06/2018

5.5. Private and Utility Infrastructure - Ensure the installation of private and utility infrastructure in road reserves does not compromise the function and safety of the road.

30/06/2018

## Responsible Officer

## Start Date

## End Date

## Status

## % Complete

## Jun 2018 Target %

Acting Director Infrastructure Services

01/07/2017

30/06/2018

Completed

100

100



0% 25% 50% 75% 100%

## Comments:

The Road and Streets Strategy program is driven by the Strategy Implementation Plan. The following items identified in the Strategy Implementation Plan have been undertaken for the 2017/18 year:

- A review of the level of service provided for each Road Segment against the Road Hierarchy Classification level of service has been undertaken.
- Road segments not meeting the current standard or minimal acceptable standard for it's road hierarchy have been identified and prioritised to form part of the 10 year Capital works programme.
- Overall funding impacts have been identified and reported to Council to upgrade the road network to current acceptable standards.
- A review of the Road Hierarchy Classification System has been undertaken. Each road segment classification has been reviewed in light of amendments to the Road Hierarchy Classification.
- A Traffic Count and Assessment program has been developed and implemented.
- A list of roads that require upgrading to relevant functional classes and develop upgrade projects to suit the upgrade required has been reviewed.
- A review of the prioritisation model is complete.
- An update of the Asset Register of all Council controlled roads to include donated roads has been undertaken and is reviewed as assets are included or removed.
- The Maintenance Management Manual for Road infrastructure is under review.
- Private and Utility infrastructure issues are assessed and addressed as applications are presented and as issues are identified.

## Project or Program

## 6.1.1.2 Asset Management Program

## Due Date

1.1. Road Asset Management Plan updated

30/06/2018

2.2. Bridges &amp; Major Culvert Asset Management Plan update

30/06/2018

3.4. Data Collection &amp; Condition Assessment of infrastructure assets

30/06/2018

4.5. Infrastructure spatial data updated

30/06/2018

5.3. Stormwater Asset Management Plan updated

30/06/2018

## Responsible Officer

## Start Date

## End Date

## Status

## % Complete

## Jun 2018 Target %

Acting Director Infrastructure Services

01/07/2017

30/06/2018

Ongoing

n/a

n/a

## Comments:

The Asset Management Team, working with the Works department, continue to improve Council's Transport Network Asset Management Plan. A predictive modelling tool for sealed roads has been developed, utilising condition assessment data from February 2017 (sealed roads). Prioritisation models and 10-year programs for unsealed roads and footpaths are being reviewed, using the latest condition assessment data (April 2018), while an analysis of other transport assets is in progress, including road signage, guardrail, bus shelters, car parking areas, and line marking.

Data collection and condition assessment of various infrastructure assets continues, with a review of car parking areas and roads nearing completion. Concrete bridges and major culverts have been inspected (component-level) across the region, with compiled data to be uploaded to Assetic Cloud. This critical information will be used to update the Road Structures Asset Management Plan. A specialised consultant has been engaged to identify, record and assess significant trees, starting in Jubilee Park, Beaudesert. If this pilot study is successful there are plans to roll-out this program across the region in 2018/19, with the resulting asset register and risk assessment data being used for maintenance & operations planning.

The improvement of infrastructure spatial data & mapping continues to advance. A new GIS Analyst has joined the Asset Management Team. Revision of Council's road register and road centreline GIS mapping has been finalised. The updating of Council's road signage spatial data continues to progress as new and replacement floodway signage continue to be installed. A review of water crossings on low volume roads was completed in January, indicating the number and significance of these potentially hazardous locations.

## 6.1.1.3 Roads and Streets Planning Project

## Due Date

1.1. 10 Year Roads and Streets Capital Works Program reviewed

30/06/2018

2.2. Preplanning of Roads and Streets Capital Works projects undertaken

30/06/2018

## Responsible Officer

## Start Date

## End Date

## Status

## % Complete

## Jun 2018 Target %

Acting Director Infrastructure Services

01/07/2017

30/06/2018

Completed

100

100



## Comments:

The Road and Streets planning project involves the development and implementation of the 10 year program and preconstruction delivery.

A review of the current prioritisation model has occurred with no changes made. The 10 Year Road and Street Capital Works Programme has been adopted at the January Ordinary Meeting.

All projects identified in the 2018/19 budget have been scoped and design briefs generated. Some major projects currently identified for future years have been scoped with design briefs developed.

## Project or Program

## 6.1.1.4 Bridge Planning Project

Due Date

1.1. 10 Year Bridges Capital Works Program reviewed

30/06/2018

2.2. Preplanning of Bridge Capital Works projects undertaken

30/06/2018

## Responsible Officer

Start Date

End Date

Status

% Complete

Jun 2018 Target %



Acting Director Infrastructure Services

01/07/2017

30/06/2018

Completed

100

100



0% 25% 50% 75% 100%

## Comments:

The Bridge planning project involves the development and implementation of the 10 year program and preconstruction delivery.

The bridge 10 year program has been adopted by council at the January Ordinary meeting. With the Federal governments Bridge Renewal programme announcement certainty in the programme is now known. Design is well underway on all bridges within the Bridge Renewal. Planning requirements for all other bridge capital projects are well underway.

## 6.1.1.5 Floodways and Causeway Planning Project

Due Date

1.1. 10 Year Floodways and Causeway Capital Works Program reviewed

30/06/2018

2.2. Preplanning of Floodways and Causeway Capital Works projects undertaken

30/06/2018

## Responsible Officer

Start Date

End Date

Status

% Complete

Jun 2018 Target %



Acting Director Infrastructure Services

01/07/2017

30/06/2018

Completed

100

100



0% 25% 50% 75% 100%

## Comments:

The Floodway and Causeway planning project involves the development and implementation of the 10 year program and preconstruction delivery.

Floodways have been significantly affected by the effect of the flooding associated with TC Debbie. Numerous Floodways form part of both restoration and betterment applications to the Queensland Reconstruction Authority. The majority of business as usual planning has been put on hold pending the finalisation of these submissions.

## Project or Program

## 6.1.1.6 Floodways and Causeway Strategy Project

Due Date

1.1. Ensure Community Service Levels for the region's floodway and causeway infrastructure provides a level of service that meets the needs of the community.

30/06/2018

2.2. Personal and Property Security - Provision of floodway and causeway infrastructure to ensure stormwater does not adversely impact on persons using the transport network.

30/06/2018

3.3. Floodway and Causeway Network Infrastructure - Provide a network of floodway and causeway infrastructure servicing the transport needs of the community throughout the region in a sustainable manner.

30/06/2018

4.4. Infrastructure Operation and maintenance - Ensure the constructed infrastructure is operated and maintained in an efficient and effective manner to meet the service level expected to perform as the design intended.

30/06/2018

5.5. Land Use Planning - Ensure land use planning delivers development that has a focus on sustainable and efficient transport network.

30/06/2018

6.6. Project Prioritisation - Ensure renewal, upgrades and new floodway and causeway infrastructure projects are prioritised according to network needs.

30/06/2018

7.7. Floodways and Causeways Strategy reviewed

30/06/2018

8.8. Implementation Plan developed

30/06/2018

## Responsible Officer

## Start Date

## End Date

## Status

## % Complete

## Jun 2018 Target %



Acting Director Infrastructure Services

01/07/2017

30/06/2018

In Progress

80

100

0% 25% 50% 75% 100%

## Comments:

The Floodways and Causeway Strategy Project is driven by the Strategy Implementation Plan.

Community Service objectives and subsequent service levels for the provision of the current floodway and causeway assets have been set.

A review of floodway signage and recent upgrade works has ensured that Council's floodways on higher order roads are compliant with signage requirements. Lower order road floodways meet a desired standard that is deemed appropriate given current signage and floodway funding.

A review of the level of service provided by floodways is currently underway.

Floodway and causeway projects have been included for upgrade in accordance with the prioritisation model.

Advice as required in relation to floodways have been provided as required for development enquiries.

A review of the list of floodway and causeways that require an upgrade is underway.

A desktop review of the Floodways and Causeways Strategy has been undertaken with some areas requiring further work identified.

The Floodway Implementation Plan will be developed on completion of the draft Floodway Strategy.

## Project or Program

## 6.1.1.7 Footpaths and Bikeways Planning Project

Due Date

1.1. 10 Year Footpaths and Bikeways Capital Works Program reviewed

30/06/2018

2.2. Preplanning of Footpaths Bikeways Capital Works projects undertaken

30/06/2018

## Responsible Officer

Start Date

End Date

Status

% Complete

Jun 2018 Target %



Acting Director Infrastructure Services

01/07/2017

30/06/2018

Completed

100

100



## Comments:

The Footpaths and Bikeways Planning Project involves the development and implementation of the 10 year program and preconstruction delivery.

An update of the 10 year Footpaths and Bikeways Capital Works Program is complete with a substantial review conducted in the previous financial year to identify all missing footpath links and updated footpath condition ratings.

The preplanning of the Footpaths and Bikeways Capital Works projects has commenced. Key proposed 2018/19 projects have been scoped to allow preliminary designs to commence.

## 6.1.1.8 Roads and Streets Capital Works Program

Due Date

1.1. Roads and Streets Capital Works Program delivered

30/06/2018

## Responsible Officer

Start Date

End Date

Status

% Complete

Target %

Acting Director Infrastructure Services

01/07/2017

30/06/2018

Ongoing

n/a

n/a

## Comments:

A number of road projects have been completed for the 2017/18 financial year.

The second stage of Killmoyle Rd is complete. The sealed road reseal program has been identified, given the extent of the flood programme some works were delayed to reduce seal and pavement issues on roads that will be used as haul routes with the flood program continuation. The Gravel resheeting program has been identified and delivered in conjunction with the flood program. Works on ground have been significantly influenced by Infrastructure Restoration approvals.

## Project or Program

**6.1.1.9 Roads and Streets Operations and Maintenance Program****Due Date****1.1. Roads and Streets Operations and Maintenance program delivered****30/06/2018****2.2. Private Infrastructure Roads managed****30/06/2018****3.3. Unconstructed roads issues managed****30/06/2018****Responsible Officer***Acting Director Infrastructure Services***Start Date**

01/07/2017

**End Date**

30/06/2018

**Status**

Ongoing

**% Complete**

n/a

**Jun 2018 Target %**

n/a

**Comments:**

The Roads and Streets Operations and Maintenance Program is managed through the maintenance budget.

The roads and streets operations and maintenance program is managed through the maintenance budget. At the end of June 2018, 100% of the year has elapsed and the maintenance expenditure is approximately 99% including commitments. Following the affects of Ex Tropical Cyclone Debbie Debbie and Associated Rainfall and Flooding in the region the Reconstruction of Essential Public Assets works are priority for crews. Heavy rainfall and associated clean up works in the early months of 2018 have increased expenditure. Furthermore, works to compliment the flood program have been undertaken as maintenance in conjunction with the flood recovery works.

Private infrastructure issues are managed through an internal application process for new infrastructure requests and existing private infrastructure issues. 542 applications for works within the road reserve and other road user applications have been received and processed for the year.

An unconstructed roads list is maintained by the Works Department with any further unconstructed roads issues as identified added to this list and reviewed as required. Requests for road extensions are reported to Council for consideration and approval if appropriate. During the past six months a number of identified segments of roadway have been added to Council's Road asset register as a result of network reviews.

**6.1.1.10 Bridge Capital Works Program****Due Date****1.1. Bridge Capital Works Program delivered****30/06/2018****Responsible Officer***Acting Director Infrastructure Services***Start Date**

01/07/2017

**End Date**

30/06/2018

**Status**

Ongoing

**% Complete**

n/a

**Target %**

n/a

**Comments:**

The Bridge Capital Works program is continuing with the Design works nearing completion in readiness for the construction of Back Creek Bridge, Boton Bridge, Sharpes Bridge and Ferguson Reserve Bridge. Tramway Bridge, Adams Bridge, Churchbank Bridge and Camp Bridge are completed. Due to the impact from Severe Tropical Cyclone Debbie and associated flooding and rainfall, two additional bridge replacement of Steinhart and Haack Bridge are required with replacement structures now commenced. Bridge rehabilitation works have been carried out on multiple bridges, to improve and maintain existing load limits.

## Project or Program

## 6.1.1.11 Floodways and Causeway Capital Works Program

Due Date

## 1.1. Floodways and Causeway Capital Works Program delivered

30/06/2018

## Responsible Officer

Acting Director Infrastructure Services

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Ongoing

## % Complete

n/a

## Target %

n/a

## Comments:

Currently planned Capital Works on Floodways and Causeways have been deferred as a result of the impact of flood restoration works, currently allocated capital funds will be used to compliment Flood Restoration Work.

## 6.1.1.12 Floodways and Causeway Operations and Maintenance Program

Due Date

## 1.1. Floodways and Causeway Operations and Maintenance program delivered

30/06/2018

## Responsible Officer

Acting Director Infrastructure Services

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Ongoing

## % Complete

n/a

## Target %

n/a

## Comments:

As maintenance issues arise within the Floodways and Causeway Operations and Maintenance program, they are assessed and actioned as budget and priority allows within the budget. Given the ongoing assessment as a result of the effects of Ex. Tropical Cyclone Debbie this work has been limited from a maintenance perspective. Works are progressing through the design phase for delivery under the Infrastructure Recovery Program.

## 6.1.1.13 Footpaths and Bikeways Capital Works Program

Due Date

## 1.1. Footpaths and Bikeways Capital Works program delivered

30/06/2018

## Responsible Officer

Acting Director Infrastructure Services

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Ongoing

## % Complete

n/a

## Target %

n/a

## Comments:

Long Road footpath construction started during April 2018 and scheduled to finish by end of July 2018.

## Project or Program

## 6.1.1.14 Footpaths and Bikeways Operations and Maintenance Program

Due Date

## 1.1. Footpaths and Bikeways Operations and Maintenance program delivered

30/06/2018

## Responsible Officer

## Start Date

## End Date

## Status

## % Complete

## Target %

Acting Director Infrastructure Services

01/07/2017

30/06/2018

Ongoing

n/a

n/a

## Comments:

As maintenance issues arise within the Footpaths and Bikeways Operations and Maintenance program, they are assessed and actioned as budget and priority allows within the available budget. As of the end of June 2018 the maintenance expenditure is approximately 99%, including commitments. This is in line with allocation for this time of year, with inspections currently underway across the network.

## 6.1.2 ASR2 Promote a sustainable infrastructure network which provides adequate accessibility across the region.

## 6.1.2.1 Development Assessment - Operational Works Program

Due Date

## 1.1. Operational Works assessment services delivered

30/06/2018

## Responsible Officer

## Start Date

## End Date

## Status

## % Complete

## Jun 2018 Target %

Director Infrastructure Services

01/07/2017

30/06/2018

Ongoing

n/a

n/a

## Comments:

Operational works assessment services continue to be delivered. A total of 37 operational works development applications lodged for the period July 2017 to June 2018.



## Project or Program

## 6.1.2.1 Stormwater Network Analysis Project

Due Date

## 1.1. Hydraulic capacity of stormwater networks analysed and improvement projects identified

30/06/2018

## Responsible Officer

Acting Director Infrastructure Services

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Completed

## % Complete

100

## Jun 2018 Target %

100



## Comments:

In 2017/18 Council's ongoing Stormwater Network Analysis Project continued through the delivery of stormwater management plans for catchments across Tamborine Mountain.

Completed Stormwater Management Plans were developed for the Licuala Dr and Eagle Heights catchments in 2018, while the North-West Tamborine catchment was finalised in December 2017.

CCTV cameras were used to locate, identify and assess the condition of all stormwater infrastructure across Tamborine Mountain. This data is then updated in GIS format and used for hydraulic modelling, which allows Council's engineers to analyse the drainage issues and model proposed options for improving the stormwater systems and mitigating problems, where possible and affordable.

0% 25% 50% 75% 100%

## 6.1.2.1 Footpaths and Bikeways Strategy Project

Due Date

## 1.1. Ensure Community Service Levels for the region's footpaths and bikeway network provides a level of service that meets the needs of the community

30/06/2018

## 2.2. Infrastructure - Provide a network of footpaths and bikeways to service the range of needs of the community throughout the region in a sustainable manner.

30/06/2018

## 3.3. Infrastructure Operation and maintenance - Ensure the constructed footpath and bikeway infrastructure is operated and maintained in an efficient and effective manner to meet the service level expected of the infrastructure over the life of the asset.

30/06/2018

## 4.4. Land Use Planning - Ensure land use planning delivers development that has a focus on sustainable and efficient footpath and bikeway networks within urban areas.

30/06/2018

## 5.5. Project Prioritisation - Ensure renewal, upgrades and new infrastructure projects are prioritised according to risk mitigation approach.

30/06/2018

## 6.6. Private and Utility Infrastructure - Ensure the installation of private and utility infrastructure in road reserves does not compromise the function and safety of footpaths and bikeways.

30/06/2018

## Responsible Officer

Acting Director Infrastructure Services

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Completed

## % Complete

100

## Jun 2018 Target %

100



## Comments:

The Footpath and Bikeway Strategy Program is driven by the Strategy Implementation Plan. The following items identified in the Strategy Implementation Plan have been undertaken for the 2017/18 financial year:

- The Maintenance Management Manual for road infrastructure has been reviewed which includes a section on Footpath Bikeways.
- A full review of priority projects has been completed and formulation of the 10 year programme is underway.

0% 25% 50% 75% 100%

## Project or Program

## 6.1.2.2 Design Services Program

1.1. Designs for asset construction, renewal and maintenance

Due Date

30/06/2018

2.2. Technical Advice on Development Applications

30/06/2018

## Responsible Officer

Director Infrastructure Services

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Ongoing

## % Complete

n/a

## Jun 2018 Target %

n/a

## Comments:

Survey and Design for asset construction projects, renewal and maintenance undertaken and provided to meet agreed Works Program.

Operational Works Officers continue to provide technical advice as required/requested on Development Applications.

## 6.1.2.2 Bridge Operations and Maintenance Program

1.1. Bridge Operations and Maintenance Program delivered

Due Date

30/06/2018

## Responsible Officer

Acting Director Infrastructure Services

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Ongoing

## % Complete

n/a

## Target %

n/a

## Comments:

Level 2 timber bridge inspections are complete for the financial year. General maintenance works on remaining bridges has occurred with emphasis on follow up programmed maintenance on works completed on rehabilitation projects of 2016/17. Termite spraying program is complete.

## Project or Program

## 6.1.2.3 Urban Drainage Strategy Project

Due Date

1.1. Ensure Community Service Levels for the region's drainage networks provide a level of service that meets the needs of the community.

30/06/2018

2.2. Personal and Property Security - Provision of stormwater infrastructure to ensure stormwater runoff does not adversely impact on persons and property.

30/06/2018

3.3. Stormwater Network Infrastructure - Provide a network of stormwater infrastructure that manages the stormwater runoff to the extent set down in the community service level

30/06/2018

4.4. Infrastructure Operation and maintenance - Ensure the constructed stormwater infrastructure is operated and maintained in an efficient and effective manner over its useful life to perform as the design intended.

30/06/2018

5.5. Ensure Land use Planning delivers development that has a focus on effective management of stormwater runoff through the development and does not adversely impact on downstream properties.

30/06/2018

6.6. Project Prioritisation - Ensure the upgrades to or the installation of stormwater drainage infrastructure projects are prioritised according to a risk mitigation approach.

30/06/2018

7.7. Urban Drainage Strategy reviewed

30/06/2018

8.8. Implementation Plan developed

30/06/2018

## Responsible Officer

Start Date

End Date

Status

% Complete

Jun 2018 Target %



Acting Director Infrastructure Services

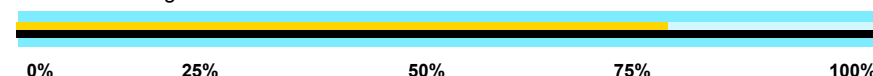
01/07/2017

30/06/2018

In Progress

75

100



## Comments:

The Urban Drainage program is driven by the Strategy Implementation Plan. The following items identified in the Strategy Implementation Plan have been undertaken for the 2017/18 year:

- Development and review of the program and assessment of the existing stormwater network within urban areas has been undertaken.
- The generation of an inspection programme of known existing infrastructure is underway.
- Development of a urban drainage asset collection program is nearing completion.
- An inspection programme has been developed for video capture of the stormwater network on a cyclic programme.
- Developments are assessed according to relevant standards and guidelines, with advice relating to proposed developments provided as requested.
- Review the prioritisation methodology and budgetary arrangements of Urban Drainage for both Capital and Maintenance has been completed with no change to the prioritisation methodology the result.
- An external desktop review has been undertaken with a report of suggested changes provided.
- The current implementation plan will be replaced once the Urban Drainage Strategy is updated and endorsed.

## Project or Program

## 6.1.2.4 Urban Drainage Planning Project

Due Date

1.1. 10 Year Urban Drainage Capital Works Program reviewed

30/06/2018

2.2. Preplanning of Urban Drainage Capital Works projects undertaken

30/06/2018

## Responsible Officer

## Start Date

## End Date

## Status

## % Complete

## Jun 2018 Target %



Acting Director Infrastructure Services

01/07/2017

30/06/2018

Completed

100

100



## Comments:

The Urban Drainage Planning Project involves the development and implementation of the 10 year program and preconstruction delivery.

A review of the current prioritisation model has occurred with no changes made. The review and update of the 10 year Urban Drainage Capital Works Programme has occurred. The preplanning of the Urban Drainage Capital Works projects has commenced, with consultants engaged to undertake stormwater analysis of key proposed project location to better inform the scope of works required for each site.

## 6.1.2.5 Urban Drainage Capital Works Program

Due Date

1.1. Urban Drainage Capital Works Program delivered

30/06/2018

## Responsible Officer

## Start Date

## End Date

## Status

## % Complete

## Target %

Acting Director Infrastructure Services

01/07/2017

30/06/2018

Ongoing

n/a

n/a

## Comments:

Urban Drainage projects have been completed at Sumba Court and Tolima Drive. The project on Ocean View Parade has been deferred pending further options analysis which is still on-going.

## 6.1.2.6 Urban Drainage Operations and Maintenance Program

Due Date

1.1. Urban Drainage Operations and Maintenance program delivered

30/06/2018

## Responsible Officer

## Start Date

## End Date

## Status

## % Complete

## Target %

Acting Director Infrastructure Services

01/07/2017

30/06/2018

Ongoing

n/a

n/a

## Comments:

Urban Drainage Operation and Maintenance is continuing with basic gully pit and outlet clearing undertaken in line with operations and maintenance budget to date.

Project or Program

7.1.3 HER3 Provide a contemporary and independent library service throughout the region and partner state government agencies to ensure services reflect agreed State standards.

7.1.3.1 Libraries Program

1.1. Implement Library Services Strategic Plan priorities

2.2. Operate library branches and provide events, activities and services that are inclusive

Due Date

30/06/2018

30/06/2018

Responsible Officer

Manager Community and Culture

Start Date

01/07/2017

End Date

30/06/2018

Status

In Progress

% Complete

99

Jun 2018 Target %

100



Comments:

0% 25% 50% 75% 100%

Actions taken to progress strategic plan goals for the quarter April - June 2018....

1. Reflect the vision expressed in the Community Plan by being community-focussed in all our activities

• Staff from Boonah, Beaudesert and Tamborine Mountain supported their respective Friends of Libraries' groups (Cultural Foundation in Boonah), attended meetings, and welcomed voluntary assistance. Friends of Tamborine Mountain Library held one of their major yearly booksales to support the library and support its profile in the community.

- Library Arts Laneway Celebration event featured the Boonah Library, community organisations, Zine Workshop members, local artists, makers, writers and kids craft.
- Scenic Rim writers held a panel discussion about their new book 'Word on the street' at the Beaudesert and Tamborine Mountain libraries.
- Volunteers selected and distributed books to Housebound members
- Friends of Tamborine Mtn sponsored author Dr Jane Frank who has studied 'Booktowns' across the world. She presented a seminar at the library..
- Boonah held an after-hours 'Welcome to new residents' session.
- F5F Storytime in the Park hosted a special guest - local sportsman Clay waterman (Bronze medal, Commonwealth Games Boxing)
- Boonah community groups - Boonah State High School students involved in zine workshop, and other community groups represented at Arts Laneway celebration.
- Beaudesert community groups - U3A assisted with Environment month workshops, as well as the New Residents evening which attracted 15 community groups. Beaudesert State High School installed 'Archibull' robotics project at the library.
- Tamborine Mountain community groups - attended the Scenic Rim Museum network meeting and organised museum activities within the library. Tamborine Mountain library as also offered as a venue for storytelling workshops conducted by Queensland Writers.

2. Maximise the potential of technology to deliver content and services

- PC lockout installed on public computers at Beaudesert, Boonah and Tamborine Mountain, to enable patrons to manage their own computer bookings.
- Consortium created with Lockyer Valley and Somerset Regional Councils for purchase of digital resources. The consortium has created significant savings for all 3 councils.
- Donated local ebook added to permanent collection.
- Mobile library - ipads used to support home-schooling families.
- Investigation of support software and hardware for 3D printer, including 3D scanner.

3. Embody a culture of lifelong learning

- First5Forever continued with regular outreach sessions in Boonah, Beaudesert, Tamborine Mountain, Canungra.
- School holiday activities included computer games, board games, STEM and circuitry workshops
- Rhymetime at Beechmont growing with 8 kids now attending regularly.
- Volunteers continue to be trained to scan and catalogue newspaper articles for easy access over the internet
- A SRRC officer offered grant application consultation sessions at Boonah and Mt Tamborine libraries NDIS continues to draw good numbers in all the libraries.
- Libraries hosted COTA's 'Enduring Power of Attorney' session, Beaucare, Australian Hearing, Fassifern Writers' Group, ANZAC Day morning teas, and 'Eat well, live well' dietary sessions for Seniors
- School holiday activities included computer games, board games, STEM and circuitry workshops
- 'Booktowns' seminar at Tamborine Mtn library explored the idea of creating community and expanding economic opportunities.
- Environment month, supported by Environment Services (SRRC) held a series of 11 events in 3 libraries. Workshops included gardening, 'plastics and health', sustainable sewing and several seminars to discuss environmental resilience to climate change. Presenters included local community groups and scientists from CSIRO and UQ.
- Max Employment have increased their participation rate at the Beaudesert Library, and NDIS and Beaucare hold regular consultation sessions at each library.
- National Simultaneous Storytime and Under 8's week events held at each library with great success

4. Create welcoming and attractive spaces

- Significant work being done on book collections - weeding, and rotation of collections with specific attention to freshening Canungra's collection but across all branches.

Project or Program

- New shelving installed at Tamborine Mountain. Non-fiction arranged as smaller spaces to wander and browse. YA section converted with more youth-friendly furniture. Wifi desk extended and equipped with power points to support patrons. Comfortable chairs included amongst adult fiction collection. New magazine module on wheels to enable use of area to be changed for multi-purpose space.
- Relocation of Junior and Young Talking books at Boonah- added to JNF & YANF areas
- Ongoing rearrangement of Junior and youth areas at Beaudesert Library
- All branches conducting regular assessment of collection to deaccession items that are no longer useful to the collection.

5. Support and enable staff to become as skilled and confident as possible

- Staff from all branches attended 3D printer training and participated in a webinar which showed all the changes to one of our e0resources platforms
- All staff have been given familiarisation training in the use of SharePoint. The timesheets and rosters for the library have all been migrated from s:// drive to SharePoint .
- Recruitment for vacant position at Beaudesert has commenced.
- CIVICA supervisor module training conducted for senior library staff.
- Regular training sessions for 3D printer conducted to familiarise staff with the technology.

All static branches operated normally.

General activity for the quarter April-July 2018

- 49990 visits to library branches
- 490 items delivered to housebound customers
- 54568 loans registered
- 566 new members registered

Programming -

- 136 children's activities were held with 3145 participants;
  - 148 adult activities held with 1630 participants ;
  - 5287 PC bookings taken and 1586 computer training sessions provided
-

## Project or Program

**7.1.5 HER5 Deliver public health and safety risk management initiatives, education and healthy lifestyle programs that promote and support a safe and healthy living environment.****7.1.5.1 Public Health Program****Due Date****1.1. Deliver School-based immunisation program****30/06/2018****2.2. Provide Public Health regulatory services****30/06/2018****3.3. Provide Food Safety Management services****30/06/2018****4.4. Vector Control services****30/06/2018****5.5. Provide Environmental Protection regulatory services****30/06/2018****Responsible Officer****Start Date****End Date****Status****% Complete****Target %***Manager Health Building and Environment*

01/07/2017

30/06/2018

Ongoing

n/a

n/a

**Comments:**

No action required as immunisation schedule has reduced from three clinics per year to two.

Four Public Health complaints were investigated over the quarter.

Complaints included the investigation of the grinding of lead paint to the spreading of human waste on a property.

No complaints were received regarding food safety issues during this period.

Fourteen new food business applications were received and processed during this period.

Many of the licenses were temporary once-off licenses organised for participants in Council's Eat Local Week and Winter Harvest Festival.

Five complaints have been received for mosquito breeding this period.

Officers conducted a large inspection program in the Riemore Downs area after receiving a number of complaints. Breeding was found mainly in on site septic systems, while the Gold Coast Council was contacted to spray the local lagoons.

Twenty-two complaints were received for this period. These included general nuisance complaints from the public having problems with issues such as odour, noise and smoke from various sources.



## Project or Program

## 7.1.5.1 Disaster Management Program

## Due Date

1.1. Local Disaster Management Plan reviewed

29/06/2018

2.2. Annual Disaster Management exercise undertaken

31/12/2017

3.3. State Emergency Service (SES) operations supported as required by Legislation

30/06/2018

4.4. Expand Council's internal capacity and capability towards disaster management

30/06/2018

5.5. Support through governance the Local Disaster Management Group (LDMG), Sub-Committees and Working Groups

30/06/2018

## Responsible Officer

Chief Finance Officer

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Ongoing

## % Complete

n/a

## Jun 2018 Target %

n/a

## Comments:

The Local Disaster Management Plan 2017 was endorsed by the Local Disaster Management Group 13 September 2017 and adopted by Council in November 2017.

The Scenic Rim Local Disaster Management Group (LDMG) 2017 Exercise (named Exercise Bygone) revisited ex-STC Debbie, testing the function and local response capability on Thursday 12 October 2017.

Exercise Bygone Report has been developed outlining "what worked well" and "what didn't work" with recommendations for improvements.

Conducted 2017 recruitment for Council Staff to volunteer within the Local Disaster Coordination Centre.

Several Disaster Management Training sessions conducted under the Queensland Disaster Management Training Framework (QDMTF) and currently developing an Annual Disaster Management Exercise and Training Schedule for 2018.

2017 Exercise Bygone Report outlining gap analysis in identifying improvement strategies for Scenic Rim Incident Management Team.

Initial stages in developing Evacuation Centre Management Team, who will engage in training sessions and exercises in managing an evacuation centre.

The Evacuation Working Group (a working group to the Scenic Rim Local Disaster Management Group) meet on 19 December 2017 to discuss evacuation and evacuation centre management arrangements and capability of the Scenic Rim Local Disaster Management Group.

Council Disaster Management Steering Committee met on 7 December 2017 and Council Disaster Management Working Group required to meet early 2018 to continue to develop the Council's disaster management function.

Local Disaster Management Group Sub-committees have been put on hold, until the Queensland Emergency Risk Management Framework Assessments has been finalised for the Scenic Rim region.

## Project or Program

## 7.1.5.1 Waste Disposal Transfer Stations Operations and Maintenance Program

Due Date

## 1.1. Waste Disposal Operations and Maintenance program delivered

30/06/2018

## Responsible Officer

Manager Property and Operations

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Ongoing

## % Complete

n/a

## Target %

n/a

## Comments:

The seven Transfer Stations and the Central landfill at Bromelton are all operating effectively. Required steel pick-up and mulching works have been completed for all sites.

## 7.1.5.2 Disaster Management Strategy Project

Due Date

## 1.1. Disaster Management Strategy reviewed

30/06/2018

## 2.2. Disaster Management Strategy Implementation Plan developed

30/06/2018

## 3.3. Disaster Risk Assessment and Treatment Plan developed

30/06/2018

## 4.4. Community Education and Awareness Plan developed

30/06/2018

## 5.5. Continue to implement Environmental Risk Science and Audit (ERSA) Risk Treatment Plan

30/06/2018

## Responsible Officer

Chief Finance Officer

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

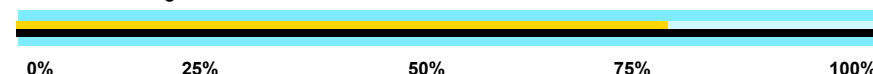
In Progress

## % Complete

75

## Jun 2018 Target %

100



## Comments:

Development of a Community Education and Awareness Plan has commenced and is progressing through consultation with various stakeholders.

The Disaster Management Strategy has been developed and in review for preparation to ET approval.

Currently developing the Disaster Management Strategy Implementation Plan to achieve the Key Strategic Areas within the Disaster Management Strategy.

Currently progressing the Queensland Emergency Risk Management Framework (QERMF) Risk Assessments on Severe Weather - Storm and East Coast Low.

Presented to Local Disaster Management Group (LDMG) 2 February 2018, final endorsement through flying minutes.

Development of Council's Disaster Dashboard and promotional materials. The Dashboard will raise the awareness to users of emergency information, road conditions and weather warnings.

Environmental Risk Science and Audit (ERSA) Risk Treatment Plan is available in the Local Disaster Management Plan V7.00, as Annexure 3 the Local Risk Register and Treatment Action Plan. Currently 34 risk reduction strategies have been completed towards natural hazards within the Scenic Rim region.

The Environmental Risk Science and Audit (ERSA) Risk Treatment Plan will be merged with the new Queensland Emergency Risk Management Framework (QERMF) Risk Assessments on completion.

## Project or Program

## 7.1.5.2 Animal Management Program

## Due Date

1.1. Deliver dog registration program

30/06/2018

2.2. Provide animal control services

30/06/2018

3.3. Provide stock control services

30/06/2018

4.4. Deliver animal management education program

30/06/2018

## Responsible Officer

Manager Health Building and Environment

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Ongoing

## % Complete

n/a

## Target %

n/a

## Comments:

Councils 2017-2018 registration program was completed in June with 25 infringement notices issued to dog owners for failing to renew dog registration during the 17-18 financial year.

Council requests attended to by Council's Health Services Rangers for the financial year totalled 1652.

242 Dogs, and 256 Cats, were impounded during the financial year with 102 Dogs and 13 Cats being claimed by their owners, 93 Dogs and 98 Cats were rehomed through welfare group, 11 Cats sold through Council's animal sale program, 43 Dogs and 121 Cats were euthanised. 4 Dog, 10 Cats and 6 sale program Cats still impounded.

Council received 42 lost animal and 7 found animal reports from residents.

208 wandering livestock complaints were reported to Council for the financial year.

No events conducted during this quarter

## 7.1.5.5 School Based Immunisation Program Project

## Due Date

1.1. Undertake the Meningococcal school based vaccination program

30/06/2018

2.2. Provide a report to the Chief Executive Officer on the introduction of the Meningococcal vaccination program.

30/06/2018

## Responsible Officer

Manager Health Building and Environment

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Completed

## % Complete

100

## Jun 2018 Target %

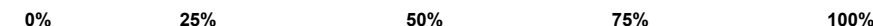
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## Comments:

The Meningococcal ACWY program was successfully delivered to all participating year 10 students during the third phase of school immunisation clinics in accordance with the National Immunisation Schedule.

Report provided to the Executive Team Meeting 22 November 2017.



## Project or Program

## 8.1.1 OS1 Implement and maintain an integrated strategic planning framework across Council, which embeds performance, financial and asset management principles.

## 8.1.1.1 Long Term Financial Forecast including Annual Budget Program

Due Date

1.1. Report actual performance against budget to Council monthly

30/06/2018

2.2. Perform quarterly budget reviews

31/05/2018

3.3. Deliver annual budget in accordance with statutory timeframes and Council's endorsed budget timetable

30/06/2018

## Responsible Officer

Chief Finance Officer

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Completed

## % Complete

100

## Jun 2018 Target %

100



## Comments:

Council has approved the 2016-17 Carry Forward budget review and subsequent budget reviews for 2017-18.

The annual budget process commenced in December with Infrastructure and Strategic Budget workshops held with the Council and Executive and was finalised in May with the budget adopted 13 June 2018.

0% 25% 50% 75% 100%

## 8.1.1.2 Treasury Management Program

Due Date

1.1. Invest funds surplus to requirements in accordance with legislation and Council's Investment Policy

30/06/2018

2.2. Management of forecast cash flows ensuring sufficient liquidity to support Council's operations

30/06/2018

## Responsible Officer

Chief Finance Officer

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Completed

## % Complete

100

## Jun 2018 Target %

100



## Comments:

Management of investments is occurring in accordance with the Investments Policy and is reported to Council on a monthly basis.

0% 25% 50% 75% 100%

## Project or Program

## 8.1.1.3 Accounts Receivable and Payables Management Program

Due Date

1.1. Management of staff and Councillor payments in accordance with required time frames

30/06/2018

2.2. Management of supplier payments in accordance with established time frames

30/06/2018

3.3. Monitor outstanding debtors and enforce collection actions

30/06/2018

Responsible Officer

Start Date

End Date

Status

% Complete

Jun 2018 Target %



Chief Finance Officer

01/07/2017

30/06/2018

Completed

100

100



## Comments:

0% 25% 50% 75% 100%

Ongoing management of accounts receivable and payable has continued and sundry debt recovery rates are within required parameters and are reported to Council on a monthly basis.

## 8.1.1.4 Statutory Financial Reporting Program

Due Date

1.1. Deliver annual financial reports in accordance with statutory timeframes

30/06/2018

2.2. Coordinate external audit and delivery of requirements in accordance with the external audit timetable

30/06/2018

Responsible Officer

Start Date

End Date

Status

% Complete

Jun 2018 Target %



Chief Finance Officer

01/07/2017

30/06/2018

Completed

100

100



## Comments:

0% 25% 50% 75% 100%

The external audit was finalised with Council's annual financial statements signed off by the Queensland Audit Office in October 2017. The interim external audit has occurred for the 30 June 2018 reporting period. The resulting report was considered by the Audit & Risk Committee at their meeting in May 2018.

## Project or Program

**8.1.2 OS2 Deliver quality customer-focused services while recognising the impact on the capacity of ratepayers to pay, and contain rate increases as much as practicable.**

**8.1.2.1 Corporate Procurement Management Program**

**1.1. Management of centralised procurement function**

**Due Date**

**30/06/2018**

**2.2. Management of stores inventory in accordance with operational requirements**

**30/06/2018**

**3.3. Coordinate equipment safety inspections in accordance with required timeframes**

**30/06/2018**

**4.4. Conduct annual stocktake of stores inventory**

**30/06/2018**

**Responsible Officer**

*Chief Finance Officer*

**Start Date**

01/07/2017

**End Date**

30/06/2018

**Status**

Completed

**% Complete**

100

**Jun 2018 Target %**

100



**Comments:**

Management of procurement is ongoing and services are delivered within required timeframes.

0% 25% 50% 75% 100%

The Procure to Pay internal audit recommendations will need to be considered in the context of a review of organisational procurement processes.

Vendor Panel electronic quotation system continues to be rolled out across Council. Enquiries have been made to confirm that electronic tendering may also be available through this system in the next 1-2 years.

Inspection of all lifting and height safety equipment completed in January 2018 with fibre lifting equipment inspection booked for April 2018. Pallet racking inspection last completed June 2017.

All levels have been checked / calibrated by Laser Services.

Internal inspection of the Boonah bitumen emulsion tank programmed for June / July 2018.

Full stock take was conducted June 2018.

## Project or Program

## 8.1.2.1 Staffing and Administration Program

Due Date

1.1. Effective, efficient and legally compliant recruitment and selection practices

30/06/2018

2.2. An organisational structure that reflects appropriate relativities

30/06/2018

3.3. Accurate and legally compliant administration of employee records

30/06/2018

Responsible Officer

Start Date

End Date

Status

% Complete

Jun 2018 Target %

Manager Human Resources

01/07/2017

30/06/2018

Ongoing

n/a

n/a

## Comments:

All recruitment and selection practices are carried out strictly in accordance with Council policy and procedures as well as relevant legislation.

Positions within the organisational structure are classified by using a formal job classification system, which ensures that appropriate relativities are at all times maintained within the organisational structure.

All records and administration practices are carried out strictly in accordance with the Queensland State Archives Legislation including the disposal of documents in line with the Qld State Archives Retention and Disposal Schedule.

## 8.1.2.1 Customer Service Program

Due Date

1.1. Implement priorities from Customer Contact strategy

30/06/2018

Responsible Officer

Start Date

End Date

Status

% Complete

Jun 2018 Target %

Manager Community and Culture

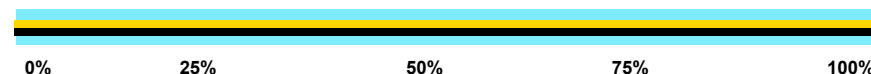
01/07/2017

30/06/2018

In Progress

99

100



## Comments:

To progress quality business practices this quarter the following has occurred:

- Data from CE is reviewed and presented to individual agents identifying opportunities for improvement on a monthly basis.
- Guidelines for recording 100% of Council's queue for inbound calls were approved by the Executive Team in July.

## Project or Program

## 8.1.2.2 Training and Development Program

Due Date

1.1. Annual Corporate Training Programs addressing Training needs identified through the annual Personal Performance and Development (PPD) process.

30/06/2018

2.2. Corporate Induction that is timely, professional and informative.

30/06/2018

3.3. Management and Leadership Development that contributes to ethical and highly competent Management and Leadership across the organisation.

30/06/2018

## Responsible Officer

Manager Human Resources

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Ongoing

## % Complete

n/a

## Jun 2018 Target %

n/a

## Comments:

Training and development activities are being delivered based on the data received through the completed Personal Performance and Development (PPD) process. In addition, a number of Corporate Training Programs are also being conducted including Presentation Skills, Dealing with Conflict and Aggression, Time Management, Customer Service Training, MS Word, Excel, Outlook etc.

Professional and informative Corporate Induction sessions are presented monthly.

This is continuously done at Leadership Forums, as well as through individual professional development opportunities.

## 8.1.2.2 Customer Contact Program

Due Date

1.1. Operate Council customer Contact Centres

30/06/2018

2.2. Review and progress customer contact continuous improvements initiatives

30/06/2018

## Responsible Officer

Manager Community and Culture

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

In Progress

## % Complete

99

## Jun 2018 Target %

100

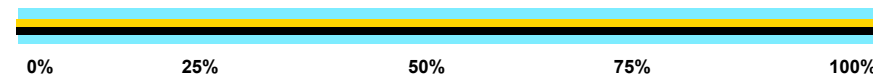


## Comments:

This quarter Customer Contact:

- Handled 11,841 calls of which 85.1% were answered within 30 seconds.
- 3.1% abandoned rate.
- Created 2,235 receipts completed across all three centres.
- Created 1,063 customer requests.
- Created 679 callbacks for Works and HB & E departments.
- Created 1002 applications.
- Emailed 844 messages across Council for action.

Customer Contact are now creating all planning applications.





## Project or Program

## 8.1.2.3 Workplace Health and Safety Program

Due Date

1.1. A Workplace Health and Safety Management System that ensures compliance with Workplace Health and Safety legislation and minimises risk to the health and safety of all workers.

30/06/2018

2.2. A Rehabilitation and Return to Work Framework that ensures compliance with Workers' Compensation legislation.

30/06/2018

3.3. An Employee Wellbeing Framework that enhances the wellbeing of our employees and contributes to higher staff morale and productivity.

30/06/2018

## Responsible Officer

Manager Human Resources

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Ongoing

## % Complete

n/a

## Jun 2018 Target %

n/a

## Comments:

Safeplan 2 has been adopted as the organisation's workplace health and safety management system. This system ensures that risk to the health and safety of all workers is minimised on a continuous basis. This system also intends to ensure compliance with Work Health and Safety legislation. This compliance is evidenced by the fact that no compliance notices have been issued by Workplace Health and Safety Queensland during the reporting period.

Council has been accredited under the Local Government Association of Queensland Workers' Compensation Self Insurance Scheme. All rehabilitation and return to work actions are carried out strictly in accordance with policy and procedures approved under the Workers' Compensation and Rehabilitation Act 2003. As such, compliance with the Workers' Compensation legislation is being met

Employee wellbeing activities are continuously introduced as appropriate opportunities arise.

## 8.1.2.4 Employee Relations Program

Due Date

1.1. Employee Relations practices that enhance productivity through prompt and effective resolution of all staff disciplinary and performance related matters.

30/06/2018

2.2. A Corporate Citizenship Program that ensures that all staff are familiar with behavioural expectations based on employment legislation, Code of Conduct and Corporate Values.

30/06/2018

## Responsible Officer

Manager Human Resources

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Ongoing

## % Complete

n/a

## Jun 2018 Target %

n/a

## Comments:

All staff disciplinary and performance related matters are managed through Council's Staff Formal Disciplinary Policy. Supervisors at all levels of the organisation are continuously engaged to ensure prompt and effective resolution of these matters with a view to enhancing productivity.

The Corporate Citizenship Program is delivered through Induction sessions as well as Effective Workplace Behaviour Training through which all staff are made aware of behavioural expectations based on employment legislation, Code of Conduct and Corporate Values.

## Project or Program

## 8.1.2.5 Organisational Development Program

## Due Date

1.1. Staff engagement through biannual Corporate Culture and Climate Surveys.

30/06/2018

2.2. Action Plans to address matters identified in the biannual Corporate Culture and Climate Surveys.

30/06/2018

3.3. A contemporary Workforce Planning Framework

30/06/2018

4.4. A Staff Reward and Recognition Framework

30/06/2018

## Responsible Officer

Manager Human Resources

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Ongoing

## % Complete

n/a

## Jun 2018 Target %

n/a

## Comments:

A Staff Engagement Survey was conducted during July 2017.

Action Plans will be developed following the consideration of the Survey Results.

Workforce Planning is currently being undertaken as part of the annual budget build process.

Council's Staff Reward and Recognition Framework continues to operate successfully. The Valued Employee Award is presented quarterly and the various service recognition awards as well as the Annual Valued Employee Award are presented at the annual end of year staff function.

## 8.1.3 OS3 Provide corporate business systems to drive effective and efficient delivery of services and infrastructure.

## 8.1.3.1 Governance and Policy Program

## Due Date

1.1. Administrative support for Council functions

30/06/2018

2.2. Internal advisory services

30/06/2018

3.3. Implement legislation compliance monitoring program

30/06/2018

## Responsible Officer

Coordinator Governance and Corporate Policy

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Ongoing

## % Complete

n/a

## Target %

n/a

## Comments:

Governance has provided appropriate internal administrative support for Council functions and advice to internal Departments throughout the reporting period.

## Project or Program

## 8.1.3.1 Software Management Program

1.1. Management of software licences and support agreements

2.2. Maintenance and support of business systems

Due Date

30/06/2018

30/06/2018

Responsible Officer

Manager Information Services

Start Date

01/07/2017

End Date

30/06/2018

Status

Ongoing

% Complete

n/a

Target %

n/a

## Comments:

Support of software programs used in Council is continuing. New licensing models are being used which provide flexibility and cost-effective applications. Office 365 continues to grow, and Council's use of these products in the cloud also grows, with productivity gains across several sections of Council already noted. Alternative licensing options are being investigated as part of the continual improvement program within Information Services such as Kiosk licensing which offers considerable savings in both user software licensing and desktop support of the kiosk hardware. Several previously council-operated software packages are being looked at to migrate to a Software as a Service (SaaS) delivery model to improve operational efficiency and to provide flexibility for upgrade and enhancement options and requests for new applications are analysed based on a cloud-first strategy.

A project steering committee had been set up to guide the migration of council's TechnologyOne Cloud 3 instance to a more highly-supportable Cloud 7 instance, however reliance on the older ICON products used for DAP Online could not be migrated, hence the Cloud 7 migration project will be stalled. Instead, package updates available in the 2017A release will be rolled into Test in early February with an expected go-live into Production in March 2018. At the same time, the 2018A release will be taken into the Preview environment. This release offers many changes with particular interest from Planning as a resolution to the ICON limitations.

## 8.1.3.1 Fleet Planning Project

1.1. 10 Year Fleet Services Procurement Program reviewed

2.2. Preplanning of Fleet Services procurement undertaken

Due Date

30/06/2018

30/06/2018

Responsible Officer

Director Infrastructure Services

Start Date

01/07/2017

End Date

30/06/2018

Status

Completed

% Complete

100

Jun 2018 Target %

0



## Comments:

The annual review of Council's 10 Year Plant Replacement Program has been undertaken, with the program to be adopted by Council for budgetary and planning purposes. Preplanning of Fleet Services procurement has now been finalised, in preparation for the commencement of 2018/19 financial year.

0% 25% 50% 75% 100%

## Project or Program

## 8.1.3.1 Financial Management Program

Due Date

1.1. Prepare and submit monthly Goods & Services Tax returns in accordance with statutory time frames.

30/06/2018

2.2. Management of Council's loan program.

30/06/2018

3.3. Annual stocktake of portable and attractive asset register.

30/06/2018

4.4. Prepare and submit annual Fringe Benefits Tax return in accordance with statutory time frames.

31/05/2018

## Responsible Officer

Chief Finance Officer

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Completed

## % Complete

100

## Jun 2018 Target %

100



## Comments:

The financial management functions are delivered in accordance with required timeframes.

GST returns prepared in accordance with required timeframes.

FBT return was completed second quarter of 2018.

QTC Long Term Forecasting Model completed and submitted to QTC as required. Loan Borrowing application submitted to Department as required has been approved by the Department.

Registers have been issued to all Sections to conduct audits of their areas. Portable & Attractive Register updated accordingly.

0% 25% 50% 75% 100%

## 8.1.3.2 Corporate Performance and Planning Program

Due Date

1.1. Deliver Operational Plan performance reports to the Executive Team

30/06/2018

2.2. Drafting and preparation of Council's Annual Report

30/06/2018

3.3. Review of Council's Corporate Plan and Community Plan

30/06/2018

4.4. Deliver Quarterly Reports to Council

30/06/2018

## Responsible Officer

Coordinator Governance and Corporate Policy

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Ongoing

## % Complete

n/a

## Target %

n/a

## Comments:

Council's Corporate Performance and Planning program continues in Quarter 4 2017/18.

The 2018-19 Operational Plan was adopted at the special meeting of 13 June 2018 and is available on Council's website, with reports being progressed appropriately to Council.

Project or Program

8.1.3.2 Fleet Service Operations and Maintenance Program

Due Date

1.1. Workshop operations maximising fleet availability

30/06/2018

2.2. Fleet maintained to manufacturers' requirements

30/06/2018

3.3. Fabrication items delivered

30/06/2018

Responsible Officer

Start Date

End Date

Status

% Complete

Jun 2018 Target %

Director Infrastructure Services

01/07/2017

30/06/2018

Ongoing

n/a

n/a

Comments:

Council's Fleet Services continue to liaise with internal customers (other departments/sections) in meeting its obligations whilst causing minimal interference to works programs. Consideration is also made when undertaking capital purchases to provide equipment that will produce minimal downtime.

Plant utilisation reporting continues throughout the organisation, with improved communication to Council's operational areas. Planned downtimes scheduled to coincide with operational areas' programs. Discussions have commenced with suppliers exploring the opportunity for direct delivery of inventory, in an effort to assist with minimising downtime.

Fleet maintenance is undertaken to manufacturer's specifications through the automated servicing program. The following services have been undertaken for the July 2017 - June 2018 period:

Heavy Plant - 147

Trucks - 108

Motor Vehicles - 204

Small Plant - 103

The following projects were delivered during the period of July 2017 to June 2018, by Council's fabrication workshop:

Repairs - 104

Repairs (Damage) - 11

Modifications - 48

Fabrication - 76

## Project or Program

## 8.1.3.2 Geographical Information Systems (GIS) Program

Due Date

1.1. Maintain internal mapping system and integration with core property and rating system

30/06/2018

2.2. Maintain and update mapping component of online property enquiry system.

30/06/2018

3.3. Maintain street and rural road numbering in conjunction with relevant Departments.

30/06/2018

## Responsible Officer

Manager Information Services

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Ongoing

## % Complete

n/a

## Target %

n/a

## Comments:

Geographical information systems services continue to be provided in accordance with Council requirements. The IntraMaps Public product is in the process of being implemented to support public consultation for the new Planning Scheme. Recent updates to the IntraMaps Enterprise product will permit faster, more responsive updates to council mapping data.

## 8.1.3.2 Property and Land Record Management Program

Due Date

1.1. Ensure name and address records and land and property records are updated in accordance with required timeframes

30/06/2018

## Responsible Officer

Chief Finance Officer

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Completed

## % Complete

100

## Jun 2018 Target %

100



## Comments:

Property and land records are being updated in accordance with required timeframes.

0% 25% 50% 75% 100%

## 8.1.3.3 Helpdesk System of Information Technology Program

Due Date

1.1. Delivery of helpdesk services

30/06/2018

## Responsible Officer

Manager Information Services

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Ongoing

## % Complete

n/a

## Target %

n/a

## Comments:

The Help Desk system continues to function well since it has been reconfigured. Help Desk support is continuing with improvements noted in the level of service being provided by staff. A Service Catalogue for the Information Services department has been implemented and provides certainty for staff in services available to them.

## Project or Program

## 8.1.3.3 Fleet Business Plan Project

## Due Date

1.4. Fleet Business Plan reviewed

30/06/2018

2.5. Fleet Business Plan Delivery Program developed

30/06/2018

3.1. Continue to improve asset management processes

30/06/2018

4.2. Continue to improve asset management information system

30/06/2018

5.3. Continue to improve asset management data and knowledge

30/06/2018

## Responsible Officer

## Start Date

## End Date

## Status

## % Complete

## Jun 2018 Target %



Director Infrastructure Services

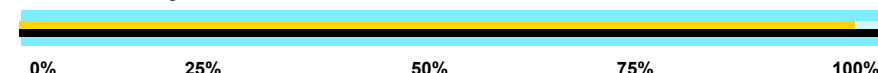
01/10/2017

30/06/2018

In Progress

96

100



## Comments:

Delivery of Council's Fleet Business Plan continues, with Fleet Services continue to liaise with customers in an effort to improve assets management processes, in particular fault reporting and fleet item induction programming and training.

Utilisation reports were reviewed periodically, for comparative purposes, with anomalies referred to relevant section for review and comment.

A review of the Fleet Business Plan has been completed for 2018.

## 8.1.4 OS4 Implement effective risk management and maintain contemporary business processes.

## 8.1.4.1 Audit and Risk Program

## Due Date

1.1. Administer Risk Management framework

30/06/2018

2.2. Provide advice and support on risk management to Council service areas

30/06/2018

3.3. Administer internal audit function

30/06/2018

4.4. Audit and Risk Committee

30/06/2018

## Responsible Officer

## Start Date

## End Date

## Status

## % Complete

## Target %

Coordinator Governance and Corporate Policy

01/07/2017

30/06/2018

Ongoing

n/a

n/a

## Comments:

Council's Internal Audit functions continue to occur effectively. Internal and External Audits are progressing as scheduled.

Council's risk management documents including the Strategic, Operational and Project Risk Registers have been updated as required.

Strategic risks have been reviewed as scheduled through the Risk Reference Group and the outcomes of the review progressed to the Audit and Risk Committee.

## Project or Program

## 8.1.4.1 Business Continuity for Information Technology Program

Due Date

## 1.1. Testing of Business Continuity Systems

30/06/2018

## 2.2. Review of interconnection points between vendors to ensure that systems are not vulnerable to cyber attack

30/06/2018

## Responsible Officer

Manager Information Services

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Ongoing

## % Complete

n/a

## Target %

n/a

## Comments:

Improvements in business continuity have been made with the transfer of additional business systems to the cloud. Cloud-based system provide high-availability and highly-resilient infrastructure which aids Council's business continuity efforts. ICT business continuity documentation is being updated. Fully-redundant, path-diverse, carrier diverse Wide Area Network links, with multiple Internet egress points, is providing higher confidence for voice and data services and continuous improvement of these links is undertaken.

A recent internal audit of cyber security has highlighted the lack of appropriate formal business continuity processes. This had already been identified by Information Services and the approach has been to facilitate discussions with all council departments regarding the identification and management of critical systems. The previous Business Continuity Plan for council has not been updated since 2013 and there has been considerable change in systems, processes and staff since that time. Discussions have been had with various stakeholders regarding Business Continuity and in particular the identification of Critical Business Functions and progress is being made on the revision to the Business Continuity Plan.

## 8.1.4.1 Insurance Risk Management Program

Due Date

## 1.1. Management of insurance claims

30/06/2018

## 2.2. Ensure Council's insurance requirements are met and adequate coverage is maintained

30/06/2018

## Responsible Officer

Chief Finance Officer

## Start Date

01/07/2017

## End Date

30/06/2018

## Status

Completed

## % Complete

100

## Jun 2018 Target %

100



## Comments:

The 2017-18 insurance program has been finalised with Crime Protection Insurance taken out for additional protection against fraud. Insurance costs in 2017-18 are in line with budget forecasts.

The insurance claims resulting from Ex Tropical Cyclone Debbie have been finalised with all accepted claims paid. Several severe storms have impacted the Scenic Rim region in the last couple of months but there has been no major damage to infrastructure reported as a result of these.

Insurance claims continue to be managed in accordance with required processes. Several remain outstanding at any one time.



**8.1.5 OS5 Build effective leadership and management capabilities across the organisation, encourage teamwork and innovation.****8.1.5.1 Internal Communication Program****Due Date**

**1.1. Provide internal communication function which assists in promoting organisational culture, reflects Council's values, and fosters staff awareness of the organisation and its activities**

**30/06/2018**

<b>Responsible Officer</b>	<b>Start Date</b>	<b>End Date</b>	<b>Status</b>	<b>% Complete</b>	<b>Target %</b>
<i>Communications Officer</i>	01/07/2017	30/06/2018	Ongoing	n/a	n/a

**Comments:**

Council's daily staff bulletin was circulated via email as well as in print format, for outdoor staff.

The monthly staff newsletter, The Insider, was produced during October, November and December and distributed electronically, as well as in print format along with payslips to outdoor workers, on the final pay fortnight of each month.

The daily Bulletin continued to be distributed to all staff during January. However, a review was begun to identify whether recipients would prefer the Bulletin be distributed on a weekly basis with more urgent matters to be communicated via a Special Bulletin.

Communications and IT staff met to discuss Sharepoint as a repository for internal information to replace the existing intranet.

Following a review, the daily staff Bulletin began being distributed throughout the organisation on a weekly basis on Mondays from February.

The Insider staff newsletter was redesigned to better reflect the corporate colours and the first edition of 2018 was distributed in print format for outdoor staff and electronically during the last week of February.

During March, The Bulletin continued to be distributed weekly to all staff, with special bulletins distributed as required. The March edition of The Insider staff newsletter was delivered on time, with requests for additional copies from depot staff.

The April edition of The Insider internal newsletter was well received, with stories on staff involvement in the Gold Coast 2018 Commonwealth Games generating a great deal of interest and positive feedback. As the term 'Insider' has negative connotations under the changes to the Local Government Act, the CEO has asked that a new name be created for the monthly staff newsletter and feedback from across the organisation has been sought for an appropriate title that captures the newsletter's all-staff focus.





Work continued during May to determine a new name to replace The Insider as the name for the monthly staff newsletter for the reasons outlined above. The May edition of The Insider was well received by staff. The Bulletin continued to be distributed weekly, with urgent information communicated via Special Bulletins as required.

The final edition of The Insider, under its existing masthead, was distributed to staff in June. Progress has been made on the choice of a new name. The morning Bulletin continued to be distributed weekly, with urgent information communicated via Special Bulletins as required. Throughout June work progressed on the re-design and update of the employee handbook and code of conduct to incorporate the new CEO's message.





**1. Spectacular Scenery & Healthy Environment**

<i>KPI</i>	<i>Comments</i>	<i>Unit</i>	<i>Target</i>	<i>Actual</i>	<i>Progress</i>
Pest Management - 1. Programed property inspections undertaken in accordance with Pest Management Plan	1. Programed property inspections undertaken in accordance with Pest Management Plan	%	95.00	290.00	 GREEN
Pest Management - 2. Nominated roadside (local road) weed control activities undertaken in accordance with operational guidelines	2. Nominated roadside (local road) weed control activities undertaken in accordance with operational guidelines	%	380.00	385.00	 GREEN
Reserve Management - 1. Undertake bushfire mitigation works in accordance with Management Plan	1. Undertake bushfire mitigation works in accordance with Management Plan	%	380.00	385.00	 GREEN
State Road Weed Control - 1. Nominated weed control activities on State roads undertaken in accordance with treatment schedule	1. Nominated weed control activities on State roads undertaken in accordance with treatment schedule	%	380.00	385.00	 GREEN








**2. Sustainable and Prosperous Economy**

<i>KPI</i>	<i>Comments</i>	<i>Unit</i>	<i>Target</i>	<i>Actual</i>	<i>Progress</i>
Development Application Responses - 1. Assessment of applications within applicable service standards	1. Assessment of applications within applicable service standards	%	400.00	293.00	 RED
Development Assessment - 1. New development applications allocated to an officer within 2 business days	Development Assessment - 1. New development applications allocated to an officer within 2 business days	%	400.00	400.00	 GREEN
Development Assessment - 2. Applicants contacted within 2 business days of new applications being allocated to a Development Assessment Officer	Development Assessment - 2. Applicants contacted within 2 business days of new applications being allocated to a Development Assessment Officer	%	20.00	20.00	 GREEN
Planning Certificates - 1. Planning certificates issued within statutory timeframes	1. Planning certificates issued within statutory timeframes	%	400.00	298.00	 RED










**3. Open and Responsive Government**

<i>KPI</i>	<i>Comments</i>	<i>Unit</i>	<i>Target</i>	<i>Actual</i>	<i>Progress</i>
Complaints Management - 1. Customer acknowledgement of complaints within 14 business days	1. Customer acknowledgement of complaints within 14 business days	%	100.00	300.00	 RED
Financial Management - 2. Annual financial statements audited and signed by Queensland Audit Office by 31 October	2. Annual financial statements audited and signed by Queensland Audit Office by 31 October	%	400.00	400.00	 GREEN
Information Access and Privacy - 1. Right to Information and Information Privacy Applications processed within statutory timeframes	1. Right to Information and Information Privacy applications processed within statutory timeframes	%	100.00	300.00	 RED
Policy Development and Review - 1. Council policies reviewed within nominated review schedule	1. Council policies reviewed within nominated review schedule	%	400.00	121.05	 RED













**4. Relaxed Living and Rural Lifestyle**

<b>KPI</b>	<b>Comments</b>	<b>Unit</b>	<b>Target</b>	<b>Actual</b>	<b>Progress</b>
Building and Plumbing - 1. Building applications approved within statutory timeframes (20 business days with an additional 10 business days where further information required)	1. Building applications approved within statutory timeframes (20 business days with an additional 10 business days where further information required)	%	400.00	398.00	 RED
Building and Plumbing - 2. Plumbing applications approved within statutory timeframes (20 business days with an additional 10 business days where further information required)	2. Plumbing application approved within statutory timeframes (20 business days with an additional 10 business days where further information required)	%	400.00	381.00	 RED
Building and Plumbing - 3. Requests for action are responded to in line with service standards	3. Requests for action are responded to in line with service standards	%	400.00	330.00	 RED
Camping Grounds - 1. Camp facilities available for use during scheduled State school and public holidays	1. Camp facilities available for use during scheduled State school and public holidays	%	360.00	400.00	 GREEN
Development Compliance - 1. Compliance assessments for Higher Risk Developments undertaken within 3 months of commencement of use	1. Compliance assessments for Higher Risk Developments undertaken within 3 months of commencement of use	%	380.00	380.00	 GREEN
Healthy and Active Program - 1. Deliver nominated activities in accordance with program schedule	1. Deliver nominated activities in accordance with program schedule	%	N/A	N/A	
Land Use Planning - 1. Submissions to proposed changes to state and regional planning policy and legislation provided within public consultation timeframes	1. Submissions to proposed changes to State and regional planning policy and legislation provided within public consultation timeframes	%	400.00	400.00	 GREEN
Sporting Facility Availability - 1. All Council sporting facilities available for scheduled fixtures	1. All Council sporting facilities available for scheduled fixtures	%	360.00	400.00	 GREEN




**5. Vibrant Towns and Villages**

<b>KPI</b>	<b>Comments</b>	<b>Unit</b>	<b>Target</b>	<b>Actual</b>	<b>Progress</b>
Community Facility Maintenance - 1. Libraries available for use during nominated opening hours	1. Libraries available for use during nominated opening hours	%	360.00	400.00	 GREEN
Community Facility Maintenance - 2. Swimming Pool water tested monthly during pool season	2. Swimming Pool water tested monthly during pool season	%	360.00	400.00	 GREEN
Community Facility Maintenance - 3. Swimming Pools available for use during nominated opening hours	3. Swimming Pools available for use during nominated opening hours	%	360.00	400.00	 GREEN
Nurseries and Gardens - 1. No more than 4 requests for nursery or gardens services responded to outside of 5 business day customer service standard	1. No more than 4 requests for nursery or gardens services responded to outside of 5 business day customer service standard	#	16.00	0.00	 GREEN
Nurseries and Gardens - 2. Nursery Tree Distribution Days delivered and quantities of trees supplied recorded	2. Nursery Tree Distribution Days delivered and quantities of trees supplied recorded	%	90.00	100.00	 GREEN
Park Buildings and Furniture - 1. Request for Action responded to within 5 business days	1. Request for Action responded to within 5 business days	%	360.00	360.00	 GREEN
Park Buildings and Furniture - 2. Playground equipment inspected annually	2. Playground equipment inspected annually	%	400.00	400.00	 GREEN
Parks - 1. No more than 4 requests for mowing or maintenance responded to outside of 5 business day customer service standard	1. No more than 4 requests for mowing or maintenance responded to outside of 5 business day customer service standard	#	16.00	1.00	 GREEN
Parks - 2. No more than 4 applications for tree work responded to outside of 10 business day customer service standard	2. No more than 4 applications for tree work responded to outside of 10 business day customer service standard	#	16.00	2.00	 GREEN










**6. Accessible and Serviced Region**

<i>KPI</i>	<i>Comments</i>	<i>Unit</i>	<i>Target</i>	<i>Actual</i>	<i>Progress</i>
Alliance and Contract Works - 1. Annual operating surplus	1. Annual operating surplus >20%	%	80.00	81.30	 GREEN
Bridge Program - 1. Load limits for timber bridges above acceptable load limit total	1. Load limits for timber bridges above acceptable load limit total >75%	%	300.00	347.57	 GREEN
Bridge Program - 2. The bridge load limit ratio is not to be less than 0.90	2. The bridge load limit ratio is not to be less than 0.90 >0.90	#	3.60	3.74	 GREEN
Cemeteries - 1. No more than 4 requests for mowing or maintenance responded to outside of the 5 business day customer service standard	1. No more than 4 requests for mowing or maintenance responded to outside of the 5 business day customer service standard	#	16.00	0.00	 GREEN
Cemeteries - 2. Process all applications for burials within 2 business days	2. Process all applications for burials within 2 business days	%	360.00	400.00	 GREEN
Footpaths - 1. Footpath network inspected, with defects logged, prioritised and programmed	1. Footpath network inspected, with defects logged, prioritised and programmed	%	380.00	380.00	 GREEN
Manage Council Buildings and Depots - 1. RCD testing completed 6 monthly	1. RCD testing completed every 6 months	%	400.00	400.00	 GREEN
Manage Council Buildings and Depots - 2. Test and tagging completed quarterly	2. Test and tagging completed quarterly	%	360.00	400.00	 GREEN
Manage Council Buildings and Depots - 3. Fire extinguisher testing completed every 6 months	3. Fire extinguisher testing completed every 6 months	%	360.00	400.00	 GREEN
Property Management - 1. Leases /agreements maintained within currency period	Leases /agreements maintained within currency period	%	360.00	370.00	 GREEN
Public Amenity Facilities - 1. Requests for Action for public amenity facility maintenance responded to within 48 hours	1. Requests for Action for public amenity facility maintenance responded to within 48 hours	%	360.00	400.00	 GREEN
Road and Street Program - 1. Number of road surface and reliability complaints per one million trip kilometres Target: 5 valid complaints or less	1. Number of road surface and reliability complaints per one million trip kilometres  Target: 5 valid complaints or less	#	20.00	48.00	 RED

**6. Accessible and Serviced Region**












<i>KPI</i>	<i>Comments</i>	<i>Unit</i>	<i>Target</i>	<i>Actual</i>	<i>Progress</i>
Waste Services - 3. Stolen bins replaced within 4 business days	3. Stolen bins replaced within 4 business days	%	380.00	392.00	 GREEN
Waste Services - 4. Missed collection of bins serviced within 2 business days	4. Missed collection of bins serviced within 2 business days	%	380.00	395.00	 GREEN
Waste Services - 6. New bins supplied within 8 business days	6. New bins supplied within 8 business days	%	380.00	392.00	 GREEN

**7. Healthy, Engaged and Resourceful Communities**











<b>KPI</b>	<b>Comments</b>	<b>Unit</b>	<b>Target</b>	<b>Actual</b>	<b>Progress</b>
Animal Management - 1. Reported animal attacks responded to within 24 hours	1. Reported animal attacks responded to within 24 hours	%	400.00	400.00	 GREEN
Animal Management - 2. Livestock wandering within a road reserve area responded to within 24 hours	2. Livestock wandering within a road reserve area responded to within 24 hours	%	360.00	400.00	 GREEN
Animal Management - 3. Collection of stray domestic animal requests are completed within one business day	3. Collection of stray domestic animal requests are completed within one business day.	%	360.00	400.00	 GREEN
Animal Management - 4. Environmental noise nuisance from animal requests are resolved within 30 days	4. Environmental noise nuisance from animal requests are resolved within 30 days	%	320.00	375.00	 GREEN
Animal Management - 5. Impounded animals suitable for adoption to be transferred to a rehoming organisation	5. Impounded animals suitable for adoption to be transferred to a rehoming organisation	%	380.00	400.00	 GREEN
Animal Management - 6. Declared pest animal information on control methods provided to landholders within 30 days	6. Declared pest animal information on control methods provided to landholders within 30 days	%	400.00	395.00	 RED
Animal Management - 7. Number of dog registrations paid for the financial year	Animal Management - 7. Number of dog registrations paid for the financial year	%	380.00	380.00	 GREEN
Public Health - 1. Vaccination rate of students with parental/guardian consent is greater than 85%	1. Vaccination rate of students with parental/guardian consent is greater than 85%	%	N/A	N/A	
Public Health - 2. Vaccination rate of total cohort is greater than 76%	2. Vaccination rate of total cohort is greater than 76%	%	N/A	N/A	
Public Health - 3. Requests for Action for all customer requests responded to within applicable service standards	3. Requests for Action for all customer requests responded to within applicable service standards	%	400.00	251.00	 RED
Regulatory Approvals - 1. Assessment of legislative and Local Law licences / approvals within legislative guidelines and policies	Regulatory Approvals - 1. Assessment of legislative and Local Law licences / approvals within legislative guidelines and policies	%	100.00	300.00	 GREEN



**8. Organisational Sustainability**

<i>KPI</i>	<i>Comments</i>	<i>Unit</i>	<i>Target</i>	<i>Actual</i>	<i>Progress</i>
Asset Management - 1. Portable and attractive assets stocktake completed by 30 June each year	1. Portable and attractive assets stocktake completed by 30 June (annually)	%	400.00	400.00	 GREEN
Fabrication - 1. Fabricated items supplied to end user on time	1. Fabricated items supplied to end user on time	%	360.00	365.00	 GREEN
Financial Management - 1. Council total recurrent expenditure to remain within 10% of adopted budget	1. Council total recurrent expenditure to remain within 10% of adopted budget	%	400.00	400.00	 GREEN
Financial Management - 3. Investment returns to be greater than average Queensland Treasury Corporation overnight cash rate	3. Investment returns to be greater than average Queensland Treasury Corporation overnight cash rate	%	400.00	400.00	 GREEN
Financial Management - 4. Investments to remain within credit rating and counterparty limits set in the Investment Policy	4. Investments to remain within credit rating and counterparty limits set in the Investment Policy	%	400.00	400.00	 GREEN
Financial Management - 5. Financial ratios remain within targets recommended by Queensland Audit Office in accordance with adopted budget	5. Financial ratios remain within targets recommended by Queensland Audit Office in accordance with adopted budget	%	400.00	400.00	 GREEN
Financial Performance - 1. Levy rates six monthly by 31 July and 31 January each year	1. Levy rates six monthly by 31 July and 31 January each year	%	400.00	400.00	 GREEN
Fleet - 1. Fleet availability	1. Fleet availability	%	360.00	375.00	 GREEN
Fleet -2. Fleet Capital Purchases completed	2. Fleet Capital Purchases completed	%	360.00	385.00	 GREEN
Human Resources Services - 1. The administration of personal records are legally compliant at all times	1. The administration of personal records are legally compliant at all times	%	400.00	400.00	 GREEN
Human Resources Services - 2. Recruitment and Selection practices are legally compliant at all times	2. Recruitment and Selection practices are legally compliant at all times	%	400.00	400.00	 GREEN

**8. Organisational Sustainability**

<b>KPI</b>	<b>Comments</b>	<b>Unit</b>	<b>Target</b>	<b>Actual</b>	<b>Progress</b>
Information Management - 1. Records Management Helpdesk requests resolved within one working day	1. Records Management Helpdesk requests resolved within one working day	%	360.00	380.00	 GREEN
Information Management - 2. IT Helpdesk requests of Priority 4 and above resolved within 30 days	Information Management 2. IT Helpdesk requests of Priority 4 and above resolved within 30 days	%	80.00	97.00	 GREEN
Information Management - 3. Incoming correspondence registered into ECM and tasked within one business day of being received	3. Incoming correspondence registered into ECM and tasked within one business day of being received	%	360.00	362.00	 GREEN
Organisational Development - 1. Corporate Culture and Climate Surveys conducted biannually by 30 June.	1. Corporate Culture and Climate Surveys conducted biannually by 30 June.	%	400.00	400.00	 GREEN
Organisational Development - 2. Action Plans developed by 30 November biannually to address matters identified in the Corporate Culture and Climate Surveys	2. Action Plans developed by 30 November biannually to address matters identified in the Corporate Culture and Climate Surveys	%	400.00	400.00	 GREEN
Revenue Management - 1. Annual rates and charges outstanding less than 5% at 30 June	1. Annual rates and charges outstanding less than 5% at 30 June	%	400.00	300.00	 GREEN
Staff Performance and Development - 1. Personal Performance and Development Plan activities for all staff undertaken within relevant timeframes	1. Personal Performance and Development Plan activities for all staff undertaken within relevant timeframes	%	360.00	400.00	 GREEN
Staff Performance and Development - 2. Industrial Relations legislation complied with at all times	2. Industrial Relations legislation complied with at all times	%	400.00	400.00	 GREEN
Workplace Health and Safety - 1. Workplace Health and Safety legislation complied with at all times	1. Workplace Health and Safety legislation complied with at all times	%	100.00	400.00	 GREEN
Workplace Health and Safety - 2. Workers' Compensation legislation complied with at all times	2. Workers' Compensation legislation complied with at all times	%	400.00	400.00	 GREEN

