



GLADSTONE
REGIONAL COUNCIL

GENERAL MEETING AGENDA

**TO BE HELD AT THE COUNCIL CHAMBERS - CIVIC CENTRE
101 GOONDOON STREET, GLADSTONE**

On 16 October 2018

Commencing at 9.00am

**Leisa Dowling
ACTING CHIEF EXECUTIVE OFFICER**

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G/1. MAYORAL STATEMENT OF CURRENT ISSUES

Nil.

G/2. CONFIRMATION OF MINUTES

G/2.1. CONFIRMATION OF GENERAL MEETING MINUTES FOR 2 OCTOBER 2018

Responsible Officer: Chief Executive Officer

Council Meeting Date: 16 October 2-18

File Ref: CM7.2

Purpose:

Confirmation of the minutes of the General Meeting held on 2 October 2018.

Officer's Recommendation:

That the minutes of the General Meeting of Council held on 2 October 2018 be confirmed.

Attachments:

1. Minutes of the General Meeting of Council held on 2 October 2018.

Tabled Items:

Nil.

Report Prepared by: Executive Assistant

G/3. OFFICERS' REPORTS

G/3.1. OFFICE OF THE CEO

G/3.1.1. ZERO WASTE TOUR 2018 CONFERENCE REPORT

Responsible Officer: Chief Executive Officer

Council Meeting Date: 16 October 2018

File Ref: CM7.2

Purpose:

To brief Council on the ideas and content presented at the Zero Waste Tour 2018 which was attended by Councillor Hansen on 24 August – 8 September 2018 throughout Europe and United States of America (USA).

Officer's Recommendation:

That Council note the Conference Attendance Report by Cr Hansen on the Zero Waste Tour 2018.

Background:

The Tour occurred between Monday 26 August and Thursday 6 September 2018 visiting select Europe and United States of America (USA) cities. The purpose of the Tour was to provide participants exposure to and an understanding of current best practice waste diversion from landfill and energy from waste solutions in municipal waste management in Europe and USA.

Consideration:

Nil.

Communication and Consultation (Internal/External):

Mayor, the Chief Executive Officer and the Councillors.

Legal Environmental and Policy Implications:

Attendance approved by resolution at Council's General Meeting 3 July 2018 in accordance with Councils Expenses Reimbursement and Provision of Facilities Policy section 6.2 and 6.3.

Financial and Resource Implications:

Total conference attendance cost inclusive of conference registration, travel, accommodation and meals was \$26,076.27.

Commentary:

Nil.

Summary:

The Tour centered around visiting the European cities of Copenhagen, Barcelona and London and the United States of America cities of Miami, Philadelphia and Los Angeles. These countries and cities were selected based on:

- High achievements in waste diversion from landfill
- Similarities in the Queensland context in transitioning to a high waste diversion from landfill outcome
- Demonstrated best practice in waste diversion from landfill solutions, including technology, partnerships and other critical success factors
- Number of recent and proven best practice technology facilities, in particular those facilities which have
 - High efficiency / Low emission facilities
 - High level of public acceptance of new facilities
- Award winning waste facilities

The Tour exposed attendees to information to better understand the parameters and requirements for successful waste diversion from landfill solutions to meet zero waste to landfill targets including a range of waste diversion solutions and incorporating waste to energy options. It also assisted to better understand viability of an energy from waste industry in Queensland.

Anticipated Completion Date:

16 October 2018.

Attachments:

1. Zero Waste Tour 2018 Conference Report – Cr Hansen
2. Zero Waste Study Tour 2018 Itinerary
3. Waste management in Denmark
4. Sustainable Resource and Waste Management City of Copenhagen
5. Ramboll Waste to Energy – Consulting from Idea to Reality
6. Integral Waste Solutions for Environmental Services - URBASER
7. Maximising Funding Certainty
8. Agrivert Anaerobic Digester – West London
9. Cory Riverside Energy
10. CR&R Anaerobic Digestion Facility - Renewable Fuel from Organic Waste Recycling

Tabled Items:

Nil.

Report Prepared by: Executive Assistant - Office of the Chief Executive Officer

G/3.1.2. NORTHERN AUSTRALIA CONFERENCE 2018 ATTENDANCE REPORT

Responsible Officer: Chief Executive Officer

Council Meeting Date: 16 October 2018

File Ref: CM7.2

Purpose:

To brief Council on the ideas and content presented at the 2018 Northern Australia Conference which was attended by Cr Sobhanian on 18 – 19 June 2018 in Alice Springs Northern Territory.

Officer's Recommendation:

That Council note the Conference Attendance Report by Cr Sobhanian on the 2018 Northern Australia Conference.

Background:

The two-day Developing Northern Australia Conference program encompassed presentations, discussions and interactive dialogues leading the way developing northern Australia. Historically, this event has brought together 350-450 delegates from all over Australia to review current opportunities, challenges and outcomes for growing Northern Australia.

Consideration:

Nil.

Communication and Consultation (Internal/External):

Mayor, the Chief Executive Officer and the Councillors.

Legal Environmental and Policy Implications:

Attendance approved by resolution at Council's General Meeting 1 May 2018 in accordance with Councils Expenses Reimbursement and Provision of Facilities Policy section 6.2.

Financial and Resource Implications:

Total conference attendance cost inclusive of conference registration, travel, accommodation and meals was \$3,508.77

Commentary:

Nil.

Summary:

The Australian Government is growing a stronger northern Australian economy through a long-term agenda of investment and support. The agenda is unlocking the region's full economic potential as a gateway to global markets, a source of rich resources and a home to pristine environments. Ensuring the north is an even more attractive place to live and do business.

Anticipated Completion Date:

16 October 2018.

Attachments:

1. Northern Australia Conference Report - June 2018
2. Presentation by Cr Sobhanian - Developing Legacy Social Infrastructure

Tabled Items:

Nil.

Report Prepared by: Executive Assistant - Office of the Chief Executive Officer

G/3.2. STRATEGY AND TRANSFORMATION

G/3.2.1. QUARTERLY REVIEW OF THE 2018-19 GLADSTONE REGIONAL COUNCIL OPERATIONAL PLAN - QUARTER 1

Responsible Officer: General Manager Strategy and Transformation

Council Meeting Date: 16 October 2018

File Ref: CM14.2

Purpose:

Presenting the quarterly progress towards the implementation of Gladstone Regional Council's 2018/19 Operational Plan for the quarter ending 30 September 2018.

Officer's Recommendation:

That the information contained within the Assessment of the Implementation of the 2018/19 Operational Plan – Quarter 1 report be noted.

Background:

Endorsed 4 September 2018, the Operational Plan 2018/2019 identifies what services are necessary to be provided to deliver on the vision and objectives contained in the Gladstone Regional Council Corporate Plan 2018-2023, which was adopted on 3 July 2018.

In accordance with s.122(2) of the Local Government Act 2009, the report for the quarter ending 30 September 2018 is presented for Council's information.

The attached report provides an assessment of the organisation's progress towards the implementation of the actions, projects, initiatives and key performance indicators as identified in the 2018/19 Operational Plan.

Consideration:

Nil.

Communication and Consultation (Internal/External):

Relevant levels of management have provided the content for the attached report, which has then been reviewed and approved at both GM and CEO level.

Legal Environmental and Policy Implications:

Section 122(2) Local Government Act 2009 (Preparation and adoption of annual operation plan).

Financial and Resource Implications:

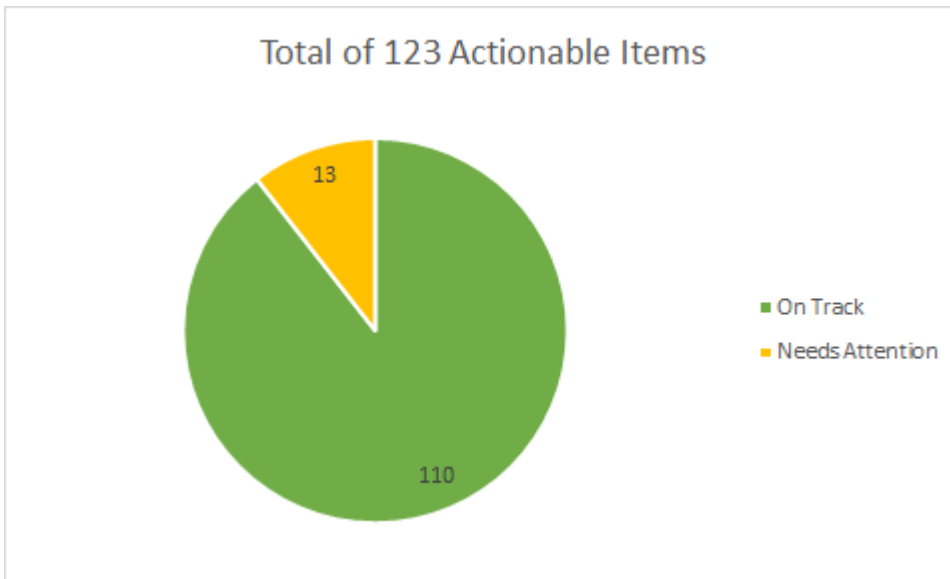
Nil.

Commentary:

Refer to attached report for progress against each operational plan item.

Summary:

Since the plan was published on 4 September, staff have participated in individual consultation and team workshops to review the plan and ensure current workplans are aligned to the strategic objectives.



In reviewing the report for the first quarter, there are no notable concerns. There is a total of 123 actionable items in the plan, of which 110 (90%) are on track. A further 13 are categorised as needing attention, all of which have suitable actions in place to ensure the projects remain prioritised.

There are still vacancies in our new structure and therefore there are items that have not yet commenced and yet they are noted as on track. This is because it has been identified that there is still time to complete these actions within the Financial Year, once these remaining roles are filled.

Anticipated Completion Date:

16 October 2018.

Attachments:

1. 2018/19 Gladstone Regional Council Operational Plan Assessment - Quarter 1

Tabled Items:

Nil.

Report Prepared by: Corporate and Business Planning Administrator

G/3.3. STRATEGIC ASSET PERFORMANCE

G/3.4. OPERATIONS

G/3.4.1. CONTESTABLE ENERGY CONTRACT

Responsible Officer: General Manager Operations

Council Meeting Date: 16 October 2018

File Ref: (PE8.3)

Purpose:

The purpose of this report is to allow Council to consider providing the Chief Executive Officer with the authorisation to enter into an energy supply agreement prior to endorsement by Council.

Officer's Recommendation:

That Council authorise the Chief Executive Officer to accept the best value price for contestable electricity prices within 1 week of a price being submitted on the understanding the Chief Executive Officer will report any agreed arrangements to the next available General Council meeting for endorsement by Council.

Background:

The Queensland Government introduced full retail contestability on 1 July 2007. This allows all Queensland customers connected to the national electricity grid to enter into an electricity supply contract with any electricity retailer. Typically, contestable electricity agreements are only favourable for large electricity users with consistent demands, ie connections with demands greater than 100 MW/annum. For lower electricity users, or users with fluctuating demands, tariff-based agreements are more cost effective.

The contestable electricity market is a fast-moving market with spot pricing adjusting half hourly to real time supply and demand conditions. The electricity market therefore does not align with Council's Contracting and Procurement Policy. Council Policy requires contracts above \$200,000 to be publicly advertised. Electricity Retailers will not typically respond to advertised tenders and typically will only hold their tendered prices for up to one week, which does not allow for Council evaluation and standard approval processes.

In 2015 Council agreed to join with 10 other Queensland Councils and engaged Local Buy Network to procure electricity beyond 30 September 2015 for a period of 3 years and 3 months. As a result of this procurement process, ERM were appointed as Council's supplier of electricity associated with the contestable accounts in accordance with Council's Resolution G/12/2521 (Attachment 1).

Under the Local Buy Pty Ltd agreement, Council does not pay Local Buy Pty Ltd directly, rather 1.5% is added to the retail energy component of each monthly bill. This monthly fee covers the cost of tender preparation, tender evaluation and monthly bill verifications of both the retail and network components. The monthly bill review will ensure Council is being charged correctly for its electricity.

Consideration:

The current contract for supply of electricity associated with contestable accounts is due to expire on 31st December this year and as such Gladstone Regional Council along 13 other Councils and LGAQ house has agreed for Local Buy Network to broker these services on our behalf. Please note table 1 below which nominates the total contestable load and a percentage breakdown of load for each Council.

To facilitate the procurement process Local Buy Network issued a tender for the supply of electricity associated with contestable accounts to the 4 pre-qualified panel members, ERM, Stanwell, QEnergy and Energy Australia. This was done in August with the closing date for this tender is Friday 19 October 2018 and a validity period until Friday 26 October 2018. Tenderers had the option to nominate contract periods of 1, 2, 3 and 4 years.

On Monday 22 October 2018 the evaluation panel will meet to collaboratively analyse the tender responses. It is anticipated that Council will receive a tender evaluation report later that day for review and sign-off. A decision must be made by Council before the expiration of the validity period which ends on Friday 26 October 2018.

Table 1

Council	Large metered sites	
	Total kWh	% of total kWh load
Gold Coast	85,701,871	45.7%
Moreton Bay	13,092,679	7.0%
Logan	23,939,789	12.8%
Ipswich	10,270,474	5.5%
Redland	12,315,305	6.6%
Noosa	2,681,837	1.4%
Gympie	6,145,466	3.3%
Lockyer Valley	2,609,083	1.4%
Scenic Rim	1,541,960	0.8%
Somerset	350,499	0.2%
Bundaberg	10,544,854	5.6%
Livingstone	5,940,355	3.2%
Southern Downs	3,107,135	1.7%
Gladstone	8,632,777	4.6%
LGAQ House	711,180	0.4%
Total	187,585,264	100%

Communication and Consultation (Internal/External):

Nil.

Legal Environmental and Policy Implications:

Utilising the services of Local Buy to negotiate a new electricity supply agreement is within the bounds of the Contracting and Procurement Policy.

Council would still obtain competitive pricing for electricity as Local Buy Pty Ltd go to the market on Council's behalf.

The Chief Executive Officer would require authorisation to enter into an electricity supply agreement on behalf of Council within 1 week of the prices being obtained.

Financial and Resource Implications:

Utilising Local Buy Pty Ltd will increase the purchasing power of Council to obtain more favourable pricing.

Commentary:

Nil.

Summary:

Nil.

Anticipated Completion Date:

It is anticipated the matter will be completed by 30 October 2018.

Attachments:

1. Council Resolution G/12/2521 - Contestable Energy Contract

Tabled Items:

Nil.

Report Prepared by: General Manager Operations

G/3.5. COMMUNITY DEVELOPMENT AND EVENTS

G/3.5.1. COUNCILLOR APPOINTMENT TO THE SPORT AND RECREATION GRANTS ASSESSMENT PANEL

Responsible Officer: General Manager Community Development and Events

Council Meeting Date: 16 October 2018

File Ref: SR3.1

Purpose:

The purpose of this report is to seek Council's consideration to appoint a Councillor to the Sport and Recreation Grants Assessment Panel and endorsement of the current grant assessment process for the 2018/19 Sport and Recreation Grant Program.

Officer's Recommendation:

That Council make the following appointment of Councillors to the Sport and Recreation Grants Assessment Panel in lieu of the resignation of Cr Bush:

- a. Cr. Masters (Current Appointment); and
- b. Cr. _____

Background:

Under the current Policy (P-2014/37) for the assessment and approval of facility assistance and club development grants, Council's Sport and Recreation Grants Assessment Panel (the Panel) as appointed by Council, June 2016, consisted of:

- Cr Bush, former Chair of the Environment & Community Services Committee;
- Cr Masters, former member of the Environment & Community Services Committee;
- Former Manager Community Wellbeing
- Former Sport and Recreation Coordinator
- Former Sport and Recreation Officer

In June 2017, Council dissolved Standing Committees however, Councillors with appointed duties, including to that of the Panel, continued to perform within their appointment.

In August 2018, Council's new organisational structure came into effect. With the exceptions of Councillors, the Officer positions appointed to the Panel no longer exists. Replacement of the redundant positions are made as part of this report.

In September 2018, Cr Bush tendered her resignation from Council.

These recent changes within Council impact on probity of the assessment panel, therefore, officers seek to amend the Panel membership and affirm the endorsement of the current grant assessment process for sport and recreation grant programs.

Consideration:

The recommended Panel membership detailed below is consistent with the current policy intent and probity.

- Two (2) Councillors appointment by Council resolution
- Manager Engagement and Partnerships
- Community Investment Officer
- Community Development Officer – Sport and Recreation

Cr Masters continues his appointment to the Panel. In lieu of Cr Bush's resignation, a second Councillor is sought to complete the membership. Cr Rick Hansen has expressed interest for Council endorsement.

Alternatively, Council may wish to assemble an Assessment Panel whereby Councillors and Officers are nominated by Council. This option is not recommended.

Communication and Consultation (Internal/External):

Internal

- General Manager Community Development and Events
- Manager Engagement and Partnerships
- Community Investment Officer
- Governance Advisor

Legal Environmental and Policy Implications:

Pending favourable adoption of this report, in accordance to Policy P-2014/37, Officers will convene the Assessment Panel to undertake assessment and make recommendations on the latest round of 2018/19 applications received under:

- Round 1 Club Development Grant
- Facility Assistance Grant – Community Projects
- Facility assistance Grant – Strategic Projects

A subsequent report will be taken to Council for consideration of the panel's recommendations of funding.

Financial and Resource Implications:

Council's annual budget for its 2018/19 Sport and Recreation Grant Program is \$245,000.

Commentary:

With adoption of Council's new 2018/19 Operational Plan, the intent and purpose of the Panel may change or be dissolved once a new Investment Program is adopted. This will be presented to Council in due course if required.

Summary:

Nil.

Anticipated Completion Date:

November 2018.

Attachments:

1. P-2014/37 'Assessment and Approval of Facility Assistance and Club Development Grants Policy

Tabled Items:

Nil.

Report Prepared by: Manager Engagement and Partnerships

G/3.5.2. COMMUNITY DONATIONS - GLADSTONE REGION SCHOOL BURSARIES

Responsible Officer: General Manager Community Development and Events

Council Meeting Date: 16 October 2018

File Ref: CR6.1

Purpose:

To seek Council approval to increase the Secondary and Tertiary bursary amounts provided through the Community Donations Program.

Officer's Recommendation:

That Council adopt a revised School Bursary Program for the 2018/2019 financial year, inclusive of the following amounts:

Primary Schools	\$200
Secondary Schools	\$500
Combined Primary/Secondary Schools	\$500
Technical College of Gladstone Region	\$500
CQU Gladstone Campus	\$500
CQU TAFE Campus	\$500

Background:

Gladstone Regional Council provides support to its regional communities through a range of initiatives, including the provision of school bursaries.

Council has a long history of supporting youth by recognising their academic performance and has provided financial assistance in the form of a \$200 bursary for excellent achievement in both Primary, Secondary and Tertiary education. The bursary amount is specified in the Donations to Community Organisations Policy (P-2017-39).

Consideration:

During the 2018/19 budget preparation process it was recognised that Council's financial contribution to Secondary and Tertiary Bursary's should be reviewed to consider the higher cost of these levels of education.

Council's 2018/19 budget reflects this decision with an increase of \$2,700 included however the Donations to Community Organisations Policy governs the bursary funding amounts and this policy is currently under review in its entirety. As bursary payments are now due to be made, a Council resolution is required to provide any bursary amounts that exceed the \$200 maximum in the current policy.

The table below summarises the impact of the proposed increased bursary amounts for individual schools.

Table 1

School	Policy Amount	Budget Amount
Primary Schools		
Agnes Water State School	\$200	\$200
Ambrose State School	\$200	\$200
Benaraby State School	\$200	\$200
Bororen State School	\$200	\$200
Boyne Island State School	\$200	\$200
Builyan State School	\$200	\$200
Calliope State School	\$200	\$200
Clinton State School	\$200	\$200
Gladstone Central State School	\$200	\$200
Gladstone South State School	\$200	\$200
Gladstone West State School	\$200	\$200
Goora Gan Steiner School	\$200	\$200
Kin Kora State School	\$200	\$200
Lowmead State School	\$200	\$200
Nagoorin State School	\$200	\$200
Rosella Park School	\$200	\$200
St John the Baptist Catholic Primary School	\$200	\$200
St Francis Catholic Primary	\$200	\$200
Star of the Sea Catholic Primary	\$200	\$200
Tannum Sands State School	\$200	\$200
Ubobo State School	\$200	\$200
Wartburg State School	\$200	\$200
Yarwun State School	\$200	\$200
Primary / Secondary (Y10) Schools		
Discovery Christian College Agnes Water (Primary Bursary)	\$200	\$200
Discovery Christian College Agnes Water (Secondary Bursary)	\$200	\$300
Faith Baptist Christian College (Primary Bursary)	\$200	\$200
Faith Baptist Christian College (Secondary Bursary)	\$200	\$300
Mount Larcom State School (Primary Bursary)	\$200	\$200
Mount Larcom State School (Secondary Bursary)	\$200	\$300
Miriam Vale State School (Primary Bursary)	\$200	\$200
Miriam Vale State School (Secondary Bursary)	\$200	\$300
Rosedale State School (Primary Bursary)	\$200	\$200
Rosedale State School (Secondary Bursary)	\$200	\$300
Trinity College (Primary Bursary)	\$200	\$200
Trinity College (Secondary Bursary)	\$200	\$300
Secondary Schools / Technical Colleges		
Technical College of Gladstone Region	\$200	\$500
Gladstone State High School	\$200	\$500
Central Queensland University	\$200	\$500
Central Queensland TAFE	\$200	\$500
Chanel College	\$200	\$500
Tannum Sands State High School	\$200	\$500
Toolooa State High School	\$200	\$500
TOTAL	\$8,400	\$11,100

The alternative option is for Council to elect to maintain the bursary amounts reflected in the current Donations to Community Organisations Policy and consider the matter at a later date, through the policy review process.

Communication and Consultation (Internal/External):

General Manager Community Development & Events
Manager Engagement and Partnerships
Community Investment Officer

A desktop analysis has also been undertaken with respect to Secondary and Tertiary Bursaries provided for in Gladstone, ranging between \$250 - \$750.

Council will communicate with regional schools to advise of the increase to Bursary's to reflect the higher costs associated with secondary and tertiary education.

Legal Environmental and Policy Implications:

Council's current Donations to Community Organisations Policy is under review and does not reflect the proposed changes to Bursary amounts. Due to timing constraints, a Council resolution is sought to affect the increased bursary payments requested during budget preparation. The amended Policy will reflect the new amounts should Council adopt these changes.

Financial and Resource Implications:

The increase of \$2,700 to the Community Donation's Bursary Program was approved for inclusion in the 2018/19 Budget.

Commentary:

Nil.

Summary:

Nil.

Anticipated Completion Date:

30 October 2018.

Attachments:

Nil.

Tabled Items:

Nil.

Report Prepared by: General Manager Community Development and Events

G/3.6. CUSTOMER EXPERIENCE

G/3.6.1. BIOSECURITY PROGRAM (SURVEILLANCE) SUMMER 2018-2019

Responsible Officer: General Manager Customer Experience

Council Meeting Date: 16 October 2018

File Ref: EM12.6

Purpose:

To seek Council approval by resolution to implement a Biosecurity Program (Surveillance) under the *Biosecurity Act 2014 (Qld)* to monitor the compliance of landholders with restricted and prohibited matter of Bellyache Bush, Giant Rats Tail Grass, Groundsel Bush, Leucaena, Parkinsonia and Parthenium in the Gladstone Region.

Officer's Recommendation:

That in accordance with section 235 of the *Biosecurity Act 2014*, Council authorise the attached Biosecurity Program (Surveillance) for the period 05 November 2018 to 30 April 2019.

Background:

The *Biosecurity Act 2014* (the Act) allows local governments to adopt 'Biosecurity Programs' to manage biosecurity risks within their local government area. Section 232 of the Act provides for a local government to undertake two types of biosecurity programs, being:

Surveillance program

Used to monitor compliance with the Act; confirm the presence, absence, levels of extent of a biosecurity matter; and monitor the effectiveness of risk response measures by stakeholders.

A prevention and control program

Used when biosecurity matter is in an area that poses a significant biosecurity risk and may be used to prevent the entry, establishment or spread of biosecurity matter, or manage, reduce or eradicate biosecurity matter.

Under Gladstone Regional Council's Biosecurity Plan 2016-2019, success indicator 2.1.1.3 requires Council to implement biannual biosecurity programs to target priority invasive species within the Gladstone region. The biannual program is proposed to be implemented based on the following framework:

- When Gladstone Regional Council's weather is less influenced by rainfall events (i.e. when cold fronts and high pressure systems are more dominant) and priority invasive species are less active, Council will target localities adjacent to core infestations of priority invasive species and attempt to identify outlying infestations. The results from these inspections will feed back into compliance activities when biosecurity matters are more active.
- When Gladstone Regional Council's weather is more influenced by rainfall events (i.e. when monsoonal troughs and low pressure systems are more dominant) and priority invasive species are more active, Council will target localities with core infestations of priority invasive species for compliance activities.

Consideration:

Council has a responsibility to monitor compliance with the Act to ensure landholders are managing their properties to prevent the spread of restricted material. The proposed 2018/2019 Summer Biosecurity Surveillance Program (Attachment 1) undertaken from 05 November 2018 to 30 April 2019 aims to:

- Monitor landholder compliance in accordance with the Act;
- Identify other areas in the region where the target species exist; and
- Enable the Pest Management team to undertake proactive work;

These invasive species are identified in Council's Biosecurity Plan 2016-2019 as Eradication and Containment Invasive Species; are the most active invasive species during summer and the wet season, and have been attributed to the most customer service requests for the 2017-18 period, therefore is of biggest concern to the region's industry, landholders and customers specifically:

- Bellyache Bush;
- Giant Rats Tail Grass;
- Groundsel Bush;
- Leucaena;
- Parkinsonia; and
- Parthenium.

The program will focus on all localities in the region as:

- The Pest Management Team is dispersed in the Southern, Central and Northern parts of the region, therefore provide coverage of the whole region;
- Reactive work is undertaken in areas that we are already aware of known active infestations and performing compliance (See Attachment 2); and
- It enables Proactive work, whereby we can inspect and survey other areas to determine the presence of target species.

The Proactive work will allow the species to be mapped, compliance to be undertaken and will also provide insight and information to design programs and schedules that are efficient and effective, and further our progress towards the Biosecurity Program Success Indicators.

The program contained in the recommendation is tabled for consideration.

Communication and Consultation (Internal/External):

Relevant officers in Customer Experience and Strategic Asset Performance have been consulted in the development of the proposed Biosecurity Program (Surveillance).

As required under the section 239 (2) of the Act, consultation with the Chief Executive of the Department of Agriculture and Fisheries regarding the biosecurity program on 28 September 2018.

External notification in accordance with the requirements of the *Biosecurity Act 2014* will be made following Council resolution.

Legal Environmental and Policy Implications:

Section 235 of the Act outlines that the authorisation of a biosecurity program made by a local government must be authorised by resolution of the local government.

Financial and Resource Implications:

The costs of undertaking the proposed Biosecurity Program (Surveillance) are incorporated within the existing operational budget for the Pest Management cost centre.

Commentary:

The Biosecurity Program (Surveillance) assists in meeting Council's obligation to monitor the provisions of the *Biosecurity Act 2014*.

Summary:

Nil.

Anticipated Completion Date:

5 November 2018 to allow Council to provide fourteen (14) days public notice, including notification to:

- Each department or government owned corporation responsible for land in the area to which the biosecurity program relates; and
- The public via Council's website.

Attachments:

1. 2018/19 Summer Biosecurity Surveillance Program
2. GRC Weed Mapping Areas

Tabled Items:

Nil.

Report Prepared by: Manager Biosecurity and Environmental Health

G/3.7. PEOPLE CULTURE AND SAFETY

Nil.

G/3.8. FINANCE GOVERNANCE AND RISK

G/3.8.1. ASSET MANAGEMENT POLICY

Responsible Officer: General Manager Finance Governance and Risk

Council Meeting Date: 16 October 2018

File Ref: CM28.2

Purpose:

This report presents a revised Asset Management Policy that is aligned with ISO55001 in accordance with Corporate Goal 6 Smart Asset Management for council's consideration.

Officer's Recommendation:

That Council:

1. Repeal P-3.01.01 - Asset Management Policy; and
2. Adopt P-2018-22 - Asset Management Policy.

Background:

Council's current Asset Management Policy (P-3.01.01) was adopted on 3 May 2009. This policy is overdue for review. Since the policy was last reviewed, a number of amendments have been made to related documents including the creation of a suite of international standards for Asset Management (ISO55001:2014).

Consideration:

The new policy has been drafted to align with the ISO5500X suite of standards. ISO55001:2014 requires that:

"Top management shall establish an asset management policy that:

- a) Is appropriate to the purpose of the organization;*
- b) Provides a framework for setting asset management objectives;*
- c) Includes a commitment to satisfy applicable requirements;*
- d) Includes a commitment to continual improvement of the asset management system.*

The asset management policy shall:

- Be consistent with the organizational plan;*
- Be consistent with other relevant organizational policies;*
- Be appropriate to the nature and scale of the organization's assets and operations;*
- Be available as documented information;*
- Be communicated within the organization;*
- Be available to stakeholders, as appropriate;*
- Be implemented and be periodically reviewed and, if required, updated."*

The updated policy has been drafted to comply with these requirements.

It is intended that this policy will become the head of an asset management document hierarchy. Some areas which were included in the current asset management policy will now be captured by other parts of the asset management document hierarchy.

Fleet, ICT, equipment, quarries, intangibles and non-service buildings have been excluded from the scope of the asset management policy as they are not directly related to Council's "(realisation) of value from assets".

Communication and Consultation (Internal/External):

The Asset management policy has been reviewed by the executive and the business improvement committee with feedback incorporated into the policy as presented.

No external consultation has been undertaken regarding this policy. As Council's approach to asset management matures it will need to identify the stakeholders that are relevant to the asset management system and the requirements and expectations of these stakeholders with respect to asset management. It is anticipated that these will be well established and understood when the asset management policy is next reviewed and more significant communication and consultation can be undertaken.

Legal Environmental and Policy Implications:

The *Local Government Regulation 2012* Division 2 requires that Council "*must prepare and adopt a long-term asset management plan*" (s167 (1)). This long-term asset management plan must cover all of Council's non-current assets (s168 (a), s180). The asset management activities included in the scope of this policy will contribute towards the development of the long-term asset management plan.

Financial and Resource Implications:

Adoption of the policy will set Council's approach to asset management and commit it to providing resources required to see it achieved which will be incorporated into capital and operational budgets going forward.

Commentary:

Nil.

Summary:

Nil

Anticipated Completion Date:

Within one month of adoption.

Attachments:

1. Proposed P-2018-22 - Asset Management Policy
2. Current P-3.01.01 - Asset Management Policy

Tabled Items:

Nil.

Report Prepared by: Manager Asset Governance

**G/3.8.2. MONTHLY FINANCIAL STATEMENTS FOR THE PERIOD ENDED
31 AUGUST 2018 AND 25 SEPTEMBER 2018**

Responsible Officer: General Manager Finance Governance and Risk

Council Meeting Date: 16 October 2018

File Ref: FM15.1

Purpose:

This report seeks Council adoption of the Monthly Financial Statements for the 2018-19 year to date, for the period ended 31 August 2018 and 25 September 2018, as required under Section 204 *Local Government Regulation 2012*.

Officer's Recommendation:

That Council adopt the Monthly Financial Statements attached to this report for the 2017-18 year to date, for the period ended 31 August 2018 and 25 September 2018, as required under Section 204 *Local Government Regulation 2012*.

Background:

Nil.

Consideration:

Since the adoption of the 2018-19 budget on 24 July 2018 through to 25 September 2018, a number of variations to budget have been processed in line with emergent needs. Revisions are visible through the Program Budgets and Aggregated Financial Statements with both Adopted and Revised Budget columns displayed.

The total impact of all changes across Council's funds and reserves for the year to date are as per below:

FUND/RESERVE	YTD BALANCE MOVEMENT (\$,M)
General Fund	▼ (431)
Sewerage Fund	-
Water Fund	-
Regional Waste Management Reserve	▲ 100
Future Capital Works Reserve	▼ (100)
Roads Constrained Works Reserve	-
Plant Asset Replacement Reserve	▼ (16)
Sewerage Constrained Works Reserve	-
Water Constrained Works Reserve	-
Recurrent Grant Funding Reserve	-
Parks Constrained Works Reserve	-
TOTAL	▼ (447)

The major variations recognised during the September reporting period as discussed below.

General Fund

The general fund had a reduction of \$0.431m in available funds. Major variations are detailed below.

- Carryovers from the 2017-18 financial year totalling \$0.220m for continuing work on the Port Curtis Cemetery and Lions Park capital projects.
- \$0.111m relating to adjustments to labour expenses to align to final structure, partly offset by a reduction in project spending.

Regional Waste Management Reserve

An adjustment to Reserve transfers of \$0.100m to align budget amounts.

Future Capital Works Reserve

Reduced funds of \$0.100m in this reserve to recognise a contribution toward the Marley Brown Master Plan Development.

Plant Asset Replacement Reserve

A reduction in the amount of reserve of \$0.016m due to recognition of a vehicle returned to the Pool.

Statement of Income and Expenditure

The pro-rata rate as at 25 September 2018 sits at 25%.

Income

Recurrent revenue is reporting well above pro-rata at \$128.9m or 69% of the revised budget of \$186.1m. A couple of items to note:

Net rates and utility revenue	Percentage of Revised Budget
	84%

Currently sitting at \$123m of the revised budget of \$146.8m (same period in 2018 was \$118.5m).

The balance in rating revenue not yet levied for this year, is largely associated with the Water and Sewerage charges to be levied in the second half of the financial year.

Sales – Contract and Recoverable Works	Percentage of Revised Budget
	14%

Currently at \$0.719m of the revised budget of \$5.279m, works are expected to continue on existing projects.

Developer Contributions	Percentage of Revised Budget
	3%

Contributions currently sit at \$0.066m of the budget of \$1.97m, which is in line with income received this time last year.

Expenditure

Year to date expenditure is tracking in line with expectations, currently sitting at 21% of the revised budget. Of note:

Employee Benefits	Percentage of Revised Budget
	19%

\$12.6m out of a revised budget of \$66.2m. This line is relatively in-line with pro-rata expectations when the timing of payroll posting into the ledger is taken into account, when adjusted

Materials and Services	Percentage of Revised Budget
	20%

Sitting at \$13.4m out of a revised budget of \$67.0m (\$11.8m same period 2018) this line is slightly lower than anticipated.

The net operating result for the year to date is \$90.01m (\$88.98m same period last year). The net result anticipated for 30 June 2019 is an operating surplus of \$0.42m. This is a shift over the adopted budgeted position of a \$0.55m surplus.

Statement of Financial Position

Year to date Assets	Current Value	Revised Budget	Percentage of Revised Budget
	\$2.6bn	\$2.6bn	100%
Year to date Liabilities	Current Value	Revised Budget	Percentage of Revised Budget
	\$155m	\$149m	104%

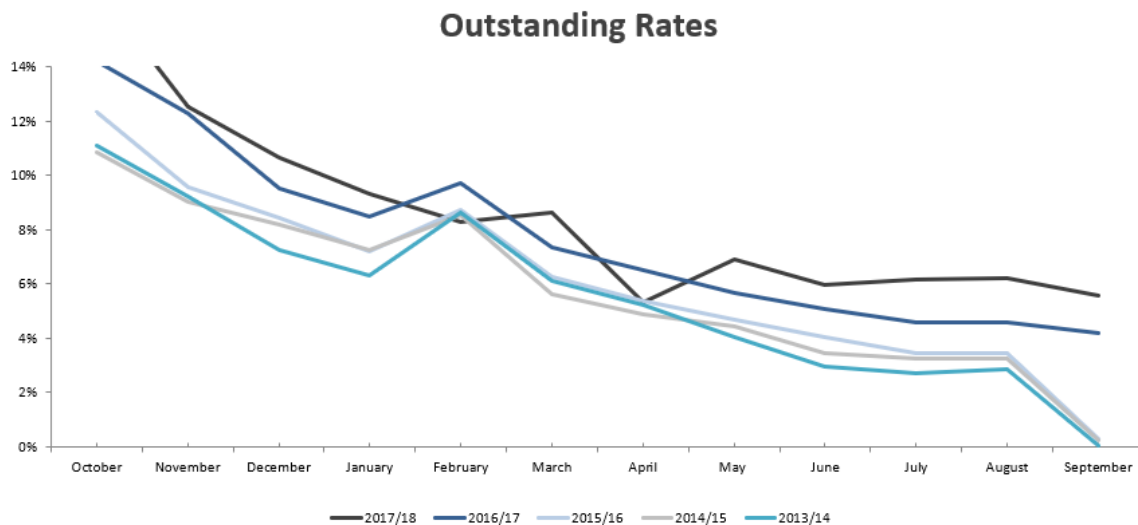
Current liabilities make up \$26.0m (87%) of the revised budget of \$30.0m. As Council’s borrowing repayments are made throughout the year, current liabilities historically trend closer to budget.

Outstanding Rates

Rates not yet paid totals \$120.9m (\$7.8m being outstanding from the prior financial year, with the balance not yet due as it relates to the current levy) of the current \$128.9m receivable figure. Outstanding rates as a percentage of gross rates levied is at 6.20% of gross rates levied, at the end of September, compared to 4.17% for the same period last year.

Of the \$7.8m in outstanding rates receivable, 59.75% relates to commercial/industrial assessments and the remaining 40.25% represents residential assessments.

The outstanding rates figure also includes rates that are currently being repaid under an authorised payment plan. As at 25 September there were 29 commercial/industrial assessments and 783 residential assessments (total 812 assessments).



Capital Expenditure

Year to date Capital Expenditure	Year to Date	Revised Budget	Percentage of Revised Budget
	\$5.9m	\$104.0m	6%
Including commitments	\$27.7m		27%

Expenditure on capital works to 25 September was 6% of budget. However, when commitments (that is, outstanding purchase orders) are taken into consideration, the total expenditure, inclusive of commitments, is 27% of revised budget which is in line with pro-rata.

Significant actual capital expenditure (by group) is as per the table below:

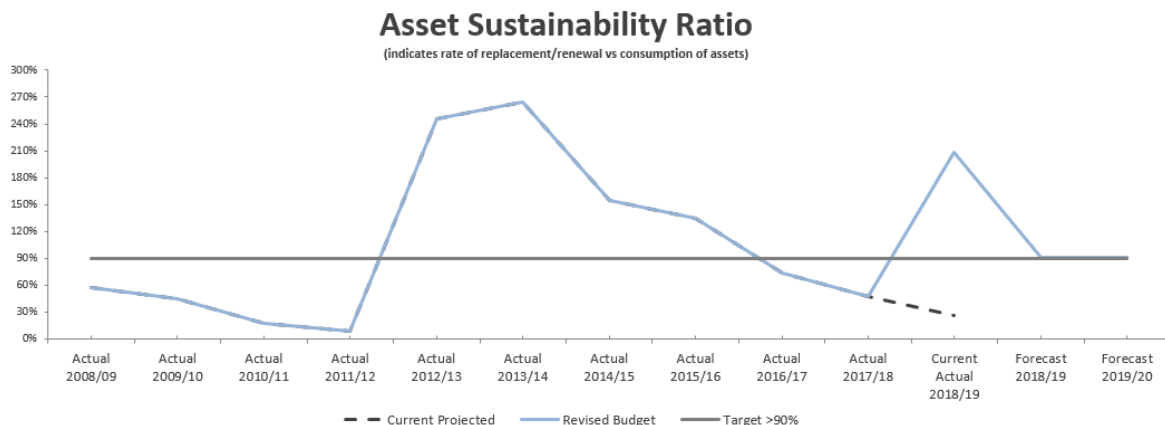
Group	Adopted Budget	Revised Budget	YTD Actual	Actuals as % of Revised Budget
Road Assets	\$36.937m	\$37.411m	\$3.320m	9%
Water Assets	\$14.263m	\$14.263m	\$1.326m	9%
Sewerage Assets	\$29.535m	\$29.535m	\$0.874m	3%
Waste Assets	\$1.645m	\$1.645m	\$0.053m	3%
Parks & Environment Assets	\$2.875m	\$3.095m	\$0.046m	1%
Delivery Support & Performance	\$6.815m	\$6.815m	-\$0.164m	-2%
Property Assets	\$0.000m	\$2.594m	\$0.435m	17%
Strategy & Transformation	\$6.752m	\$6.752m	\$0.043m	1%

Sustainability Ratios

Council's Sustainability Ratios for the period are generally in line with expectations at this stage of the reporting year. Early in the financial year, ratios are typically distorted given that Council raises the majority of its yearly revenue in July but incurs expenses and delivers its capital program on an incremental basis throughout the year.

Asset Sustainability Ratio			
CURRENT YEAR TO DATE	PRIOR YEAR TO DATE	BUDGET	TARGET
26.2%	29.4%	208.19%	>90%

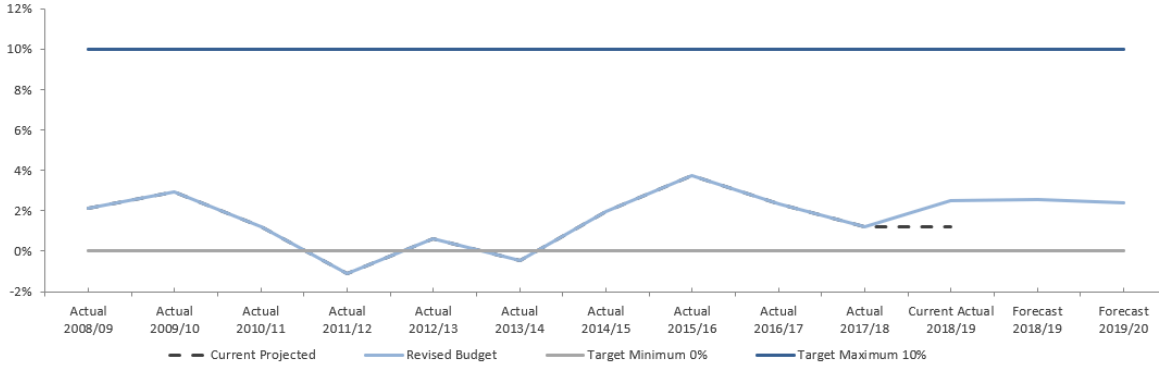
As expenditure on Council's renewal programme progresses (including NDRRA work), this result will track closer to budget.



Interest Coverage Ratio			
CURRENT YEAR TO DATE	PRIOR YEAR TO DATE	BUDGET	TARGET
1.22%	-0.47%	2.51%	0 – 10%

Interest Coverage Ratio

(indicates extent of commitment of revenue to interest payments)



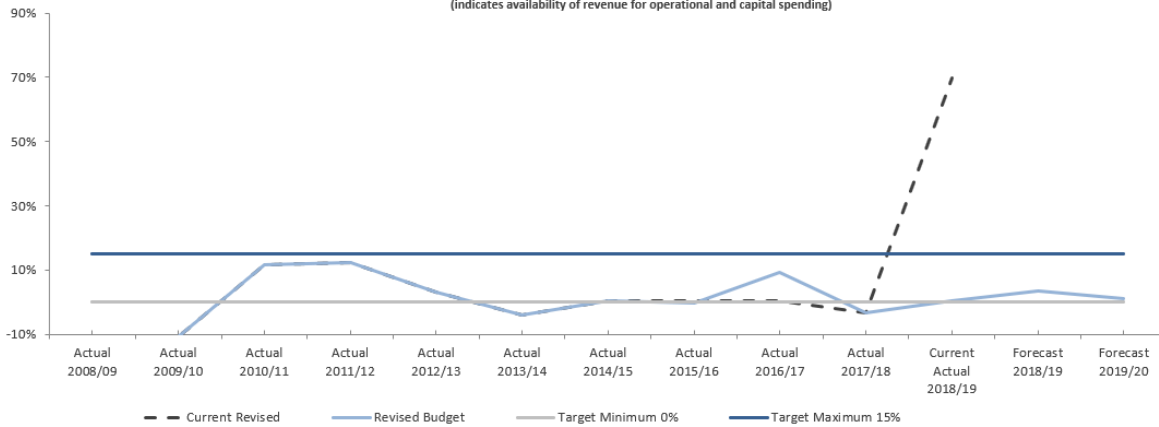
Operating Surplus Ratio

CURRENT YEAR TO DATE	PRIOR YEAR TO DATE	BUDGET	TARGET
69.83%	71.94%	0.23%	0-15%

With the generation of 84% of the annual rate levy, the operating surplus ratio exceeds the current year revised budget. This is expected to align with budget as the year progresses and operating expenditure requirements are met.

Operating Surplus Ratio

(indicates availability of revenue for operational and capital spending)



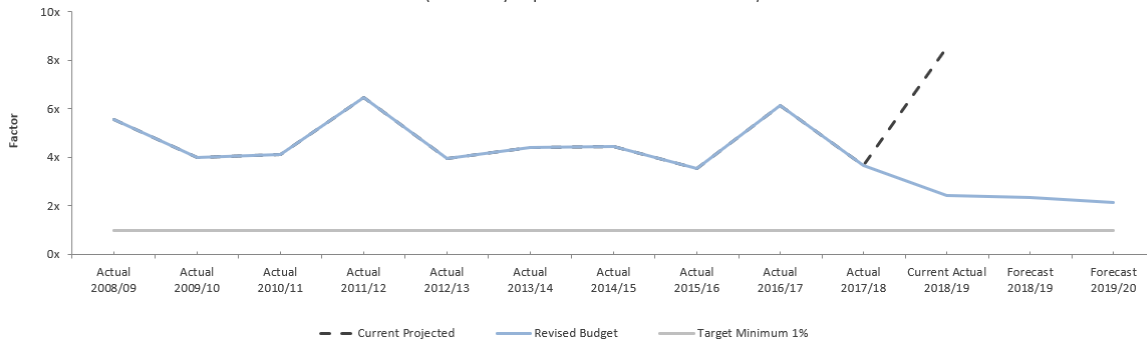
Working Capital Ratio

CURRENT YEAR TO DATE	PRIOR YEAR TO DATE	BUDGET	TARGET
8.52x	7.41x	2.43x	Greater than 1:1

With the majority of the annual rating and fees and charges now generated, the resulting September ratio remains in excess of the target minimum, reflecting a healthy position for Council.

Working Capital Ratio

(indicates ability of liquid assets to meet short term commitments)



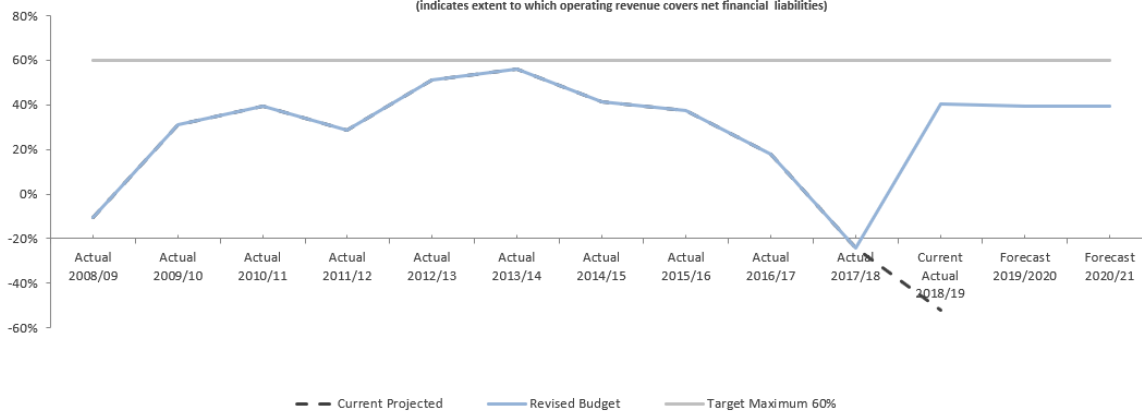
Net Financial Liabilities Ratio

CURRENT YEAR TO DATE	PRIOR YEAR TO DATE	BUDGET	TARGET
-51.95%	-41.90%	40.57%	< 60%

A strong current asset value, due to generation of annual rates and fees, has affected this ratio. As the year progresses, it is anticipated to align to budget.

Net Financial Liabilities Ratio

(indicates extent to which operating revenue covers net financial liabilities)



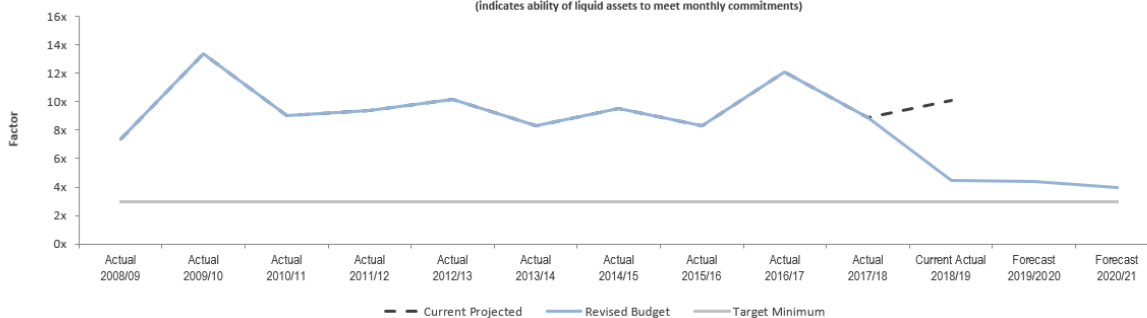
Cash Expenses Cover Ratio

CURRENT YEAR TO DATE	PRIOR YEAR TO DATE	BUDGET	TARGET
10.10x	12.56x	4.46x	> 3x

The current result reflects a continuing strong cash position.

Cash Expenses Cover

(indicates ability of liquid assets to meet monthly commitments)



Communication and Consultation (Internal/External):

Nil.

Legal Environmental and Policy Implications:

Nil.

Financial and Resource Implications:

Nil.

Commentary:

Nil.

Summary:

Nil.

Anticipated Completion Date:

Nil.

Attachments:

1. Monthly Financial Statements period ending 25 September 2018
2. Operating Results Summary period ending 25 September 2018

Tabled Items:

Nil.

Report Prepared by: Systems Modelling and Metrics Specialist

G/4. COUNCILLORS REPORT

Nil.

G/5. URGENT BUSINESS

Nil.

G/6. NOTICE OF MOTION

Nil.

G/7. CONFIDENTIAL ITEMS

Nil.

ATTACHMENTS