

AGENDA

INFORMAL MAYOR/COUNCILLOR MEETING

WEDNESDAY, 4 MAY, 2016

1.30PM – 3.30PM

- | | |
|--------------------------|-------------|
| 1. Council Workshops | Nick Clarke |
| 2. Committee Portfolio's | Nick Clarke |
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Future Agenda items raised by Councillors include:

- | | |
|--|-------------------|
| 1. Exhibitions sponsored by Council- Fine Foods Expo | Cr Mark Edwards |
| 2. De-sexing Campaign (Dogs & Cats) | Cr Mark Edwards |
| 3. Redlands TAFE students – community projects | Cr Murray Elliott |
| 4. Purchase land next to Redland Bay Ambulance Station | Cr Julie Talty |
| 5. Erapah Master Plan | Cr Julie Talty |
| 6. Birkdale/Thorneside SEMP Coastal Hazard Adaption Plan | Cr Paul Bishop |
| 7. Citizen Jury for SMBI Issues – seek Officer for analysis of Opportunity/limitations | Cr Paul Bishop |
| 8. City Plan Review/Feedback | Cr Paul Bishop |
| 9. Update on Willard House/ACMA/ASA Commonwealth land | Cr Paul Bishop |
| 10. Diary recording of directions to CEO/Executives | Cr Paul Bishop |
| 11. Use of Devices in Workshops/Meetings | Cr Wendy Boglary |
| 12. Review of SMBI ILTP and SMBI future strategy | Cr Murray Elliott |
| 13. Environment levy...resumptions for purchase | Cr Murray Elliott |
| 14. Councillor and community grants/sponsorship review | Cr Murray Elliott |
| 15. Review Kinross Road Master Plan | Cr Murray Elliott |
| 16. <input type="text"/> | OIC PV - CTR |
| 17. GHD Report Update | Cr Mark Edwards |

These will need to be discussed at future Mayor/Councillor meetings, when time allows.

General Discussion

Mayor Councillor Meeting Minutes/Action Items

Date: Wednesday, 4 May 2016 1pm-3pm – Chambers

PRESENT:

Cr Karen Williams	Mayor (chair)
Cr Wendy Boglary	Division 1 – Deputy Mayor
Cr Paul Golle	Division 3
Cr Lance Hewlett	Division 4
Cr Mark Edwards	Division 5
Cr Julie Talty	Division 6
Cr Murray Elliott	Division 7
Cr Tracey Huges	Division 8
Cr Paul Gleeson	Division 9
Cr Paul Bishop	Division 10

Other attendees: General Manager Organisational Services Nick Clarke

Minutes David Smith

Apologies: Cr Peter Mitchell (Division 2)

1. Agenda Items

1.1 Council workshops, committees, portfolios (Nick Clarke)

The Mayor invited General Manager Organisational Services Nick Clarke to brief councillors on the structures and processes for decision-making within Council. Nick outlined the various processes adopted by councillors in recent years, including workshops, standing committees and portfolios. Nick explained the purpose of each process, and the roles of councillors in each.

After lengthy discussion on the options available to councillors for their information gathering and decision-making processes, there was a clear majority view to proceed as follows:

Principle:

1. That there is an over-riding principle that all councillors receive the same information at the same time. This includes a requirement for us to provide them all with the same information at the same time. For example, when responding to a question from a councillor, the response shall go to all councillors. The exceptions to this are: for purely local issues which would be of no interest to other councillors; and matters personal to an individual councillor. Luke Wallace to review acceptable requests guideline to ensure this is captured.

Portfolios and committees:

2. It is not intended that any standing committees shall be established.
3. It is not intended that there shall be any portfolio system established. Templates for Council meeting agendas to contain four departmental headings: Office of the CEO,

Organisational Services, Community and Customer Services and Infrastructure and Operations.

Spokespersons (media):

4. The CEO is Council's spokesperson on all operational matters.
5. The Mayor is Council's spokesperson on all other matters.
6. Where there is a purely local issue, the divisional councillor will be included with the Mayor as a spokesperson for that issue. This does not include major issues of city-wide significance that occur in a single division, e.g. a major event at Indigiscapes. Tracey Walker to review relevant policy/guideline.

Workshops:

7. Workshops will continue to be used to enable officers to provide councillors with information and to answer questions. Workshops also allow councillors to discuss ideas in a confidential environment.
8. Workshops will continue to be approved by one of two methods. Officer requests for workshops will be subject to approval by the CEO and Mayor. Councillor requests for workshops will be subject to approval through the Mayor/Councillors meetings.
9. Workshops will remain open only to all councillors, employees relevant to the topic and invited external presenters (usually for their presentation and Q&A only).
10. External presenters may be invited to workshops to present information that officers would not be able to present themselves, where the presenters' knowledge and expertise will benefit the councillors. Workshops are not to be used for advocacy or lobbying by external parties with the aim to influencing councillors' decision-making. Other means of engagement shall be used for those purposes.
11. The Tuesdays immediately prior to a Council meeting day shall continue to be allocated or workshops. Finance workshops may continue to be held on the Thursdays of those weeks. The Mayor/CEO may consider workshop requests on other days but only if unavoidable.
12. Workshops are not decision-making forums. Councillors may provide some input to assist officers prepare reports to Council, but this shall not influence officers' ability to provide frank and fearless advice about any matter.
13. Finance workshops will continue to be chaired by the Mayor, or by the Deputy Mayor in the Mayor's absence. Councillors will establish a system of rotating chairs for all other workshops.
14. Minutes of workshops and the workshop agendas/presentations will be stored in a place from which councillors can access them at any time in the future, i.e. indefinitely. Councillors have suggested that the Portal is the ideal place for this. David Smith to action.

Mayor/Councillor meetings:

15. These will continue to be held during the afternoon of each day on which a general meeting of Council is held. They are not decision-making forums, but do allow councillors to raise issues of interest and seek answers to questions.

Agendas and meetings:

16. The cut-off for reports and notices of motion will remain as close of business on the Thursday, which is 13 days prior to the date of the general meeting. The only exceptions to this are: late reports authorised by the CEO; mayoral minutes and notices to rescind or amend a Council resolution (where the statutory timeframe of a minimum of 5 days prior to the meeting applies). Matters of urgent business may still be raised as detailed in standing orders.
17. The Corporate Meetings and Registers Team (CMRT) will send ELT, the Mayor and Deputy Mayor the draft agenda on the Friday. ELT will review the draft agenda on the following Monday prior to review with the Mayor and Deputy Mayor. The CEO will approve the agenda in time for the CMRT to provide copies to all councillors to enable them to take them home on Wednesday afternoon. Liz Striplin/ELT to action.
18. Councillors will read their agendas and will submit any questions to the relevant ELT member prior to the Monday morning. Questions may be responded to during the Monday or at the ELT meeting with councillors on the Tuesday morning, prior to the workshops.
19. ELT will continue to meet with all councillors on Tuesday mornings to discuss any remaining issues relating to the general meeting agenda for the following day. Councillors will use their meeting that morning to decide which councillor will introduce each item at the Council meeting. Each councillor may ask the relevant ELT member for some words to be drafted for the introduction if he/she so wishes.
20. The CMRT will also have prepared a draft agenda (contents list only) for the following Council meeting (15 days in advance) and this will be provided to all councillors as a 'heads up' about what is likely to be on the agenda for that meeting. This is intended to provide the councillors with some time to think about and raise any specific issues they may have about those topics. Liz Striplin to action.

There are only a few changes above to the current procedures (albeit important ones to note) and these do not require a resolution of Council. The former Council's portfolio system ended due to the election and I do not believe that it requires a resolution to repeal it.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	04.05.2016	<p>Council workshops, Committees, portfolios</p> <p>Agreement that there be no portfolios or committees and that decision-making will be via workshops Meeting templates to be to contain 4 departmental headings: Office of CEO, Organisational Services, Community and Customer Services, Infrastructure and</p>	Liz Striplin	Actioned

	Operations		
	Acceptable Requests guidelines to be reviewed to reflect councillors' decisions	Luke Wallace	Underway
	Media policy/guideline to be reviewed	Tracey Walker	Actioned
	Workshop agendas/minutes/presentations to be stored in a place (portal)where easily accessible to councillors	David Smith	Actioned
	Draft agendas to be circulated to councillors by Wednesday before General Meeting	Liz Striplin	Actioned
	Draft agenda (contents list only) to be provided to councillors as heads-up	Liz Striplin	Actioned

1.2 Expenses reimbursement (Nick Clarke)

There was lengthy discussion about expenses reimbursement, and it was decided that the guidelines be updated to provide more flexibility, for travel allowances, legitimate expenses incurred in doing Council business, conference costs, professional development, training for councillors and reimbursement of vehicle expenses and adding the option of a council-provided vehicle for councillors.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	04.05.16	Expenses reimbursement		
		Agree that Nick Clarke would bring updated policy to Council General Meeting	Nick Clarke	Endorse by Council 25.05.16

GENERAL BUSINESS

1.1 Council devices

There was brief discussion regarding council devices. Glynn Henderson currently considering options on new models and will bring list for councillor consideration. Consideration to having one device and a phone rather than multiple devices.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	04.05.16	<p>Options for Councillor devices</p> <p>Glynn Henderson considering new device options and to report to councillors</p>	Glynn Henderson	

1.2 Delegations/directions (Cr Bishop)

Cr Bishop asked if councillors could be made aware of any direction given by the Mayor to CEO, as permitted under the LG Act. Nick Clarke explained the legislation and that the power had been extended to the Mayor to be able to direct (in writing) CEO and Senior Executive. The Mayor explained she had made only one direction to the CEO since becoming Mayor – in late 2014 and relating to resumption of relationship with Raby Bay Ratepayers Association. Nothing had been hidden.

Cr Bishop also asked if councillors could be made aware of any delegated decisions made by the CEO of up to \$2 million. It was agreed that delegated decisions in the range of \$500,000-\$2 million be reported back to councillors.

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	04.05.16	<p>Delegation/directions</p> <p>CEO to report delegated decisions \$500,000-\$2 million to councillors</p>	CEO	

1.3 External Committees

Discussion regarding external committee and appointment of delegates to all took place. There was agreement and the list to be formalised by Council and for appointments to be reviewed after a year.

1.4 SMBI Parking Workshop (Cr Edwards)

Cr Edwards said there was an urgent need to address the EWeinam Creek parking situation. He said is situation was so dire that people were having to park more than 1km away from the terminal. He called for a business case for Council to buy additional land that could be used for parking. There needed to be a short, medium and long-term solution to parking issues there.

Action: Peter Kelley was to contact property owners with a view to having short-term use of land. Agreed.

AGENDA

INFORMAL MAYOR/COUNCILLOR MEETING

WEDNESDAY, 11 MAY 2016

1.00PM – 3.00PM

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|--|-------------|
| 1. Remuneration, facilities and expenses | Nick Clarke |
| 2. Professional development/training | Nick Clarke |
| 3. Newsletter frequency | Mayor |
-

Future Agenda items raised by Councillors include:

- | | |
|--|------------|
| 4. Exhibition sponsored by Council-Fine Foods Expo | Cr Edwards |
| 5. De-sexing Campaign (Dogs & Cats) | Cr Edwards |
| 6. Redlands TAFE students – community projects | Cr Elliott |
| 7. Eprapah Master Plan | Cr Talty |
| 8. Birkdale/Thorneside SEMP Coastal Hazard Adaptation Plan | Cr Bishop |
| 9. City Plan Review/Feedback | Cr Bishop |
| 10. Update on Willard House/ACMA/ASA Commonwealth land | Cr Bishop |
| 11. Use of Devices in Workshops/Meetings | Cr Boglary |
| 12. Environment levy...resumptions for purchase | Cr Elliott |
| 13. Councillor and community grants/sponsorship review | Cr Elliott |
| 14. <input type="text" value="010 PV - CTRI"/> | |
| 15. Heritage | Cr Bishop |

These will need to be discussed at future Mayor/Councillor meetings, when time allows.

General Discussion

Mayor Councillor Meeting Minutes/Action Items

Date: Wednesday, 11 May 1pm-3pm – Chambers

PRESENT:

Cr Karen Williams	Mayor (chair)
Cr Wendy Boglary	Deputy Mayor/Division 1
Cr Peter Mitchell	Division 2 (phoned in)
Cr Paul Golle	Division 3
Cr Lance Hewlett	Division 4
Cr Mark Edwards	Division 5
Cr Julie Talty	Division 6
Cr Murray Elliott	Division 7
Cr Tracey Huges	Division 8
Cr Paul Gleeson	Division 9
Cr Paul Bishop	Division 10

Other attendees: Nick Clarke, General Manager Organisational Services.

Minutes David Smith

Apologies: Nil

1. Agenda Items

1.1 Remuneration, facilities and expenses (Nick Clarke)

Nick Clarke as a follow-up to discussions at Mayor/Councillor meeting on 4 May explained that there were three options available for councillors relating to motor vehicle and reimbursement of expenses – provision of a fully maintained vehicle; continuation of the current system of claiming reimbursement of business travel expenses in line with ATO guidelines; and a vehicle allowance. He had sought written advice from King and Co Solicitors regarding the latter option, as there was some uncertainty with it and they could find no example of any other council using this method. Cr Gleeson said the allowance could set a dangerous precedent and he did not want to go down that path. Nick Clarke reported that claims currently ranged from around \$7500 to \$13,000 based on log books. He also explained the range of vehicles that would be available, depending on the decision of councillors should they prefer the council-provided vehicle option. He would ask Fleet Manager Jon Horsey to present the options for councillor consideration. He would also bring an updated policy document back to councillors with a week, for presentation to General Meeting

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	11.05.16	Remuneration, facilities and expenses		
		Nick Clarke to bring updated policy with options for councillor decision	Nick Clarke	Completed
		Jon Horsey to provide vehicle options for councillor consideration	Jon Horsey	Completed

1.2 Professional Development/Training/Hospitality (Nick Clarke)

Nick Clarke said with a view to providing more flexibility in with previous discussions by councillors, it was proposed to increase professional development allocations for each councillor from \$6000-\$8000 per term. It was also proposed for hospitality claims to be paid from a pool that had been increased to \$12,000 a year from the current \$11,000 total (\$500 per councillor per annum and \$6000 for Mayor). Each claim would remain subject to approval and would be reported in the annual report for individual councillors. It was agreed that quarterly reports would be provided to councillors from the Office of Mayor and Elected Representatives.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	11.05.16	Professional development/training/hospitality Policy to be updated to provide more flexibility, with increases for professional development and hospitality Quarterly reports to be provided by CoM	Nick Clarke David Smith	Actioned In train

1.3 Newsletter Frequency (Nick Clarke)

Councillors discussed at length options for communication with and education of the community, including Council's *Our Redlands* magazine and councillor newsletters and their frequency. The option of a monthly electronic newsletter, in addition to the current councillor newsletters, was discussed, as was including a councillor report in each edition of the magazine and of more strategic use of the magazine to communicate with residents. It was agreed that Tracey Walker would prepare a report on promotional cost and options for communication with and engagement of the community and promotion of council work for a future Mayor/Councillor meeting

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	11.05.16	Newsletter/magazine Tracey Walker to prepare and present report on promotional activities, cost and options for community engagement	Tracey Walker	In train

1.4 Fine Food Expo (Cr Edwards)

Cr Edwards raised the approach by the SMBI Food Growers Group for Council to sponsor a booth at the Fine Food Expo at South Bank, as part of promoting the Redlands. There was a view that if Council was to support something similar it had to offer the opportunity for others

to be involved. The Mayor suggested we work to create a roadshow to showcase Redlands product and produce, taking a more broad approach to showing off the city. Cr Boglary agreed, saying the Redlands has some amazing things to promote. She suggested a roadshow could be taken to places such as the Gold Coast and Scenic Rim, and that we could use volunteers to help promote the Redlands. It was agreed to ask council officers to consider the roadshow concept and to report back to councillors.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	11.05.16	Redlands Roadshow Council officers to consider options for a tourism roadshow and report back to Councillors.	Tracey Walker	In train

1.5 De-sexing Campaign for dogs and cats (Cr Edwards)

The issues was raised of the approach from Shirley Burnside for Council support for a SMBI campaign to desex dogs and cats. The group had sought assistance, including raising the possibility of Council waiving registration of any desexed animals for one year. The program had started and 20 pets had already been desexed, with another 90 scheduled. While councillors supported the thrust of the SMBI campaign, they pointed out that there were already registration discounts for pensioners and for desexed animals. It was decided to ask the group if they would consider running a similar campaign on the mainland, using a proposed small surgical space at the Animal Shelter for operations. Cr Bishop suggested we contact veterinary units at universities to see if they would be interested in setting up such an operation. It was suggested financial assistance might be available via the Councillors' Small Grants program.

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	11.05.16	Dog/cat desexing program Consider asking Shirley Burnside if they would be interested in running campaign on mainland, and consider possibility of using vet space at new Animal Shelter building for operations, possibly with involvement of university vet schools.		

1.6 Erapah Master Plan (Cr Talty)

Cr Talty reported on progress on her February Notice of Motion to prepare an Erapah Master Plan. She said it was for the area west of Springacre Road and that the work was underway. During discussion Cr Golle raised the issue of destruction of habitat to build a bridge and suggested discussions be held with a resident of the area to consider obtaining an alternative access to the bridge site, one that would not result in the same environmental damage. His suggestion was in a bid to mitigate possible fallout. It was agreed that broader discussion could be held when the broader issue came back to council in workshop. Cr Boglary raised

the issue of a green corridor using a designated road reserve. She suggested Gary Photinos might be able to value-add.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	11.05.16	Eprapah Master Plan Broader discussion to be held as part of workshop	Louise Rusan	

1.7 Thorneside/Birkdale SEMP (Cr Bishop)

Cr Bishop asked for a higher priority to be given to the Birkdale/Thorneside SEMP Coastal Hazard Adaption Plan as damage continued to be done to the foreshore and funding for the work kept being pushed out. He asked for support to bring forward the project and to start discussion and plan for the work near Beth Boyd Park. He said hundreds of houses would be impacted by storm surge and he sought an allocation of \$60,000 for planning. The Mayor said the SEMP was for erosion right across the city and while she respected Cr Bishop's support for his community, there needed to be a city-wide plan and she cautioned anyone jumping ahead of the priority schedule. She said Amity Point was critical and the highest priority. Officers were applying weightage in establishing the plan's priorities. This work was complete and now discussion had to be had how we work with the State to complete the work. Cr Bishop said he had not seen the plan and priorities. He was "ready to roll up my sleeves and engage with the community to develop a plan" for his area.

Cr Boglary raised the issue of erosion on the western bank at Wellington Point, and the need to address the issue. She said she was not seeing any maintenance of the damaged area. It was agreed that the SEMP report and priorities be provided to councillors and that they be briefed on the content.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	11.05.16	SEMP SEMP report and briefing to be provided to councillors	Murray Erbs	

1.7 Redlands TAFE Students – community projects (Cr Elliott)

Deferred to next Mayor/Councillor meeting

1.8 City Plan Review/Feedback (Cr Bishop)

Workshops to be held from 8 June

1.9 Willard Farm/Commonwealth Land Update (Cr Bishop)

Cr Bishop asked for an update on Willard’s Farm and the negotiations to acquire the Commonwealth land adjoining it at Birkdale. He said he had met with a heritage consultant and that council needed to consider what it needed to do when a house had significant heritage values – did council place it on a heritage list? He requested that council place the property on its heritage list. He believed it important for council to have a plan, and that the plan be guided by heritage experts. Cr Bishop suggested there are many aspects to heritage that go beyond listing of properties. He urged Council to develop a robust heritage strategy in order to prevent exposure to risk and to increase community understanding on issues such as future use and planning for this and other sites of perceived or real significance.

The Mayor believed council needed more professional advice before making a decision. The priority was to complete City Plan. Any amendments involving heritage could be made later. It was agreed to discuss options and the best way forward at a workshop.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	11.05.16	<p>Willard Farm heritage listing</p> <p>Council to consider options for the property at coming workshop. Workshop to provide as much clarity as possible</p> <p>Councillors to be advised of what maintenance had been done to Willard’s Farm and what was planned.</p>	Louise Rusan/RIC	

1.10 Use of devices in workshops (Cr Boglary)

The Deputy Mayor raised the issue of councillors sometimes showing a lack of respect to officers during workshops by using their devices while officers were making presentations/briefing.

Action: Councillors agreed to show courtesy during workshops and be respectful to officers by being attentive.

1.11 Councillor and Community Grants/Sponsorship review (Cr Elliott)

Action: It was agreed that there be a review of grants and sponsorship and where Council was spending money and that this be discussed at a coming workshop.



Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	11.05.16	OIC PV - CTPI	Louise Rusan	

1.13

1.14

1.15 **Heritage (Cr Bishop)**

Dealt with as part of 1.9.

1.16 **Council of Mayors Safe and Smart SEQ Smart Region projects (Mayor)**

The Mayor circulated documents for discussion at next Mayor/Councillor.

Right to Information
Release (following OIC)
External Review by OIC

AGENDA

INFORMAL MAYOR/COUNCILLOR MEETING

WEDNESDAY, 24 MAY 2016

1.00PM – 3.00PM

- | | |
|--|------------|
| 1. Redland TAFE students – community projects | Cr Elliott |
| 2. Use of Devices in Workshops/Meetings | Cr Boglary |
| 3. Environment levy...resumptions for purchase | Cr Elliott |
| 4. <input type="text" value="OIC PV - CTPI"/> | |
| 5. Staff parking at Shopping Centres in Cleveland | Cr Talty |
| 6. Get Well Retreat proposal for Bay Islands | Mayor |
| 7. Review Kinross Road Master Plan | Cr Elliott |
| 8. 10 Burwood Road, Alexandra Hills NoM | Cr Elliott |
| 9. Northern Green Corridor | Cr Boglary |
| 10. Review of advertising in papers and journals | Cr Elliott |
| 11. Footpath tree replacements procedure | Cr Elliott |
| 12. Water shutdown and IT info emails | Cr Elliott |
| 13. Compliance review on time frames and procedure | Cr Elliott |
| 14. Digital application forms for grants | Cr Bishop |
| 15. North Stradbroke Island support/consultation/tours | Cr Boglary |
| 16. SMBI tours | Cr Boglary |
| 17. Regular trips to different divisions | Cr Boglary |

General Discussion

Mayor Councillor Meeting Minutes/Action Items

Date: Wednesday, 25 May 2016 11am-1.30pm– Chambers

PRESENT:

Cr Karen Williams	Mayor (chair)
Cr Wendy Boglary	Deputy Mayor/Division 1
Cr Peter Mitchell	Division 2
Cr Paul Golle	Division 3
Cr Lance Hewlett	Division 4
Cr Mark Edwards	Division 5
Cr Julie Talty	Division 6
Cr Murray Elliott	Division 7
Cr Tracey Huges	Division 8
Cr Paul Gleeson	Division 9
Cr Paul Bishop	Division 10

Minutes David Smith

Apologies: Nil

The Mayor opened the meeting by thanking all councillors for their contribution to the just-completed General Meeting. She congratulated the new councillors, saying they “did well”. She appreciated there “was a lot of give and take in the meeting”.

1. Agenda Items

1.1 Redland TAFE students (Cr Elliott)

Cr Elliott reported that he had received a letter regarding the option of TAFE students doing work with Council and asked if it was worth consideration. Cr Huges reported that the Redlands Easter Festival Committee had sought assistance from TAFE and that students had basically run the event. They had been “thrown into the deep end” but had done great work. While she supported possible uses of TAFE students she cautioned about their shortage of skills in certain areas.

1.2 Use of devices in Workshops (Cr Boglary)

Dealt with at 11 May 2016 Mayor/Councillor meeting.

1.3 Environment Levy – resumptions for purchase (Cr Elliott)

Withdrawn

Contrary to Public Interest

Contrary to Public Interest

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	24.05.16	OIC PV - CTPI	Peter Kelley	

1.5 Staff parking at Cleveland shopping centres (Cr Talty)

Cr Talty said she had heard reports that shopping centre owners were telling staff not to park in centre parks, causing problems elsewhere. The Mayor raised the need for this discussion to be included in a review of Redland City traffic planning, including the Cleveland CBD area and transport and parking needs. She believed it was timely to consider connectivity to Raby Bay, the Stockland area and the Cleveland railway station. She reported there had been a meeting to discuss the railway station project being changed from residential to government offices and that she had a meeting scheduled with Transport Minister Stirling Hinchliffe to discuss the project, the issues it raised, as well as public transport needs across the city. She undertook to inform councillors of any outcomes. Cr Gleeson raised the possibility of discussions with the State to convert a large area around the Thorneside railway station into a giant park and ride. He believed this would take some pressure off other areas such as Cleveland. Local councillor Paul Bishop advised there were constraints in the area, caused by the sewerage treatment plant.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	24.05.16	Parking in Cleveland area To be included in broader review of transport/parking needs	Gary Soutar/Murray Erbs/Peter Kelley	

1.6 Get Well Retreat proposed for SMBI (Mayor)

The Mayor reported she had been approached by Contrary to Public Interest asking if council would support his proposal for a secure facility on the islands for women and children affected by domestic violence. A copy of the proposal was provided for councillors' information. There was little

support for the concept, councillors believing it was the responsibility of other levels of government.

1.7 Review Kinross Road Master Plan (Cr Elliott)

Cr Elliott advised his belief there was a need for a review of the Kinross Road Master Plan, considering current development changes to the area. There were ongoing access issues and a problem with the previously proposed shopping centre for the development. It was agreed to organise a workshop to discuss the issues with officers and to ask officers to start preparations for the workshop.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	24.05.16	Kinross Road Master Plan Review Officers to consider need for review and to bring relevant issues to councillor workshop.	Louise Rusan/ David Jeanes	

1.8 Notice of Motion 10 Burwood Road, Alexandra Hills (Cr Elliott)

Cr Elliott sought the support of councillors for a proposed Notice of Motion to acquire a property in his division which would be used to expand a current neighbourhood park. He said the move was in line with the Council's Open Space Strategy which recommended acquisition. Contrary to Public Interest He said the park was a key asset for the community and expansion was constrained by this one block. The Mayor said she had asked Cr Elliott to bring the NOM proposal to the Mayor/Councillor to gauge support rather than now NOMs had often being brought forward, with little notice. Cr Elliott said he was willing to use his capital fund (subject to budget approval) to acquire the land.

Action: Cr Elliott received unanimous support to lodge the NOM for the next General Meeting.

1.9 Northern Green Corridor (Cr Boglary)

Cr Boglary said she had long supported having a northern green corridor in the city – the northern arterial – and it needed to become a plan for the future. She had already had discussions with other councillors who supported the proposal and suggested they discuss with Crs Talty, Hewlett, Golle and Edwards how pathways and cycleways could be connected to provide a concept plan to circle the city. The Mayor suggested the Long Street corridor could be included to link Capalaba as well and that the body of work needed to be part of the city's transport strategy.

Councillors agreed to seek information on what was currently proposed and how the suggested additions could fit to provide linkages that would be unique for the Redlands.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	24.05.16	<p>Pathways/bikeway linkages</p> <p>Council officers to consider and provide advice to councillors on current projects and how suggested additions could be part of a strategic plan to link the city.</p>	Louise Rusan/Gary Photinos/Murray Erbs	

1.10 Review of advertising in papers and journals (Cr Elliott)

Cr Elliott said he was unhappy with coverage in the Friendly Bay Islander pre the election and that councillors should not tolerate such biased reporting. He sought a review of council use of the medium.

There was agreement by councillors that we needed to consider dissemination of information across the city and that a more strategic approach to advertising and engagement was needed.

The Mayor said if councillors were concerned about getting regular, accurate information out to the community, council now had the skills to do so, so council would be more in control. She suggested councillors consider if there were better ways to get the information to the public and that Tracey Walker was preparing a brief for councillors on advertising costs, promotion costs and options available for them and for council.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	24.05.16	<p>Review of advertising/promotion options</p> <p>Tracey Walker to bring report with options to councillors for consideration</p>	Tracey Walker	

1.11 Water shutdown and IT info emails (Cr Elliott)

Cr Elliott said he did not need to receive constant messages and advice about water shutdowns or other minor happenings and wondered about the views of others.

Action: It was agreed that councillors who did not wish to receive the advice could opt out.

1.12 Compliance review of timeframes and procedures (Cr Elliott)

Cr Elliott said he had a recent experience where a constituent reported it took two months for Council to resolve an illegally parked car issue and he questioned whether we needed to take a tougher line with those breaking the law. He asked if there was a need for a review of such circumstances and suggested one may consider timeframes and how we enforced our own laws.

Councillors agreed that the issue may be resource-related and resolved to ask Donna Wilson to provide a fact sheet outlining the process compliance officers followed in such instances.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	24.05.16	<p>Compliance timelines</p> <p>Compliance to be asked to provide fact sheet outlining process and steps taken before enforcement action was taken.</p>	Louise Rusan/Donna Wilson	

1.14 Digital application forms for grants (Cr Bishop)

Cr Bishop expressed his view that grant/sponsorship application forms should be able to be lodged on line, rather than the current necessity to lodge in hard copy. He believed it would not be expensive to change the process. Application forms were available on line so it naturally followed that they should be able to be lodged that way.

Action: It was agreed to seek advice as to cost of providing this option.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	24.05.16	<p>Digital application forms</p> <p>Seek advice as to cost of providing on-line grants/sponsorship application options</p>	Glynn Henderson	

1.15/16/17 North Stradbroke Island/SMBI and divisional consultation/tours (Cr Boglary)

The Deputy Mayor reported she had been discussing with Cr Mitchell the best way to communicate with North Stradbroke Island residents and they supported the option of councillors organising trips to the island to meet with groups. She suggested trips be every 3-4 months to show residents that council and councillors were interested in the island and the issues that faced residents.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	24.05.16	<p>Consultation tours</p> <p>It was agreed that councillors start regular visits to the city's islands and divisions after the budget.</p>	Councillors/OoM	

2. GENERAL BUSINESS

2.1 Third Party Advertising (Cr Hewlett)

Cr Hewlett raised the issue of third party advertising and asked that Council review its current position, where local laws prevent it.

The Mayor agreed the laws were "a bit antiquated". She believed Redland City was one of the few councils left that prohibited third party advertising.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	24.05.16	<p>Third party advertising</p> <p>It was agreed to seek more information from officers, including the experience of other councils in Queensland who not allow third party advertising.</p>	Louise Rusan/Graham Simpson	

1.2 Councillor capital grants (Cr Bishop)

Cr Bishop raised the issue of councillor capital grants and asked if councillors believed the current \$20,000 Councillor Small Grants allocation was adequate. He believed it was a small amount of money and councillors agreed it was easily exhausted, preventing more community groups having access to funding.

Action: It was agreed that the level of funding be included in the review of grants/sponsorship currently being undertaken.

1.3 Park equipment (Cr Elliott)

Cr Elliott said he had recently visited Logan City to inspect park equipment and had been stunned by the difference in quality and investment between Logan and Redland City. He suggested councillors should visit neighbouring council areas to compare park equipment.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	24.05.16	<p>Park equipment comparison tour</p> <p>Agreed to organise bus trip with Angela Wright to visit neighbouring councils to compare park equipment investment.</p>	Angela Wright/Councillors	

AGENDA

INFORMAL MAYOR/COUNCILLOR MEETING

WEDNESDAY, 8 JUNE 2016

1.00PM – 3.00PM

- | | |
|---|-------------|
| 1. Council of Mayors (SEQ) Smart Safety project | Mayor |
| 2. Acquisition of constrained blocks | Cr Elliott |
| 3. Our Redlands Magazine | Cr Boglary |
| 4. South Redland Baptist Church | Cr Edwards |
| 5. Isaac Regional Council support for motions at NGA, 19-22 June | Mayor |
| 6. COMSEQ committee meetings | Cr Elliott |
| 7. Australia Post boundaries for COMSEQ meeting | Cr Elliott |
| 8. Cleveland Jetty | Mayor |
| 9. Toondah to Brisbane CBD Ferry Feasibility Study | Cr Mitchell |
| 10. Tourism Centre | Cr Elliott |
| 11. GHD Alternate Route Study 2011 | Cr Edwards |
| 12. Noting of voting in Workshops | Cr Elliott |
| 13. CMCA seeking Expression of Interest from Qld Councils interested
in partnering with CMCA to establish a CMCA RV Park | Mayor |
| 14. Venue for two day Workshop for Councillors | Mayor |

General Discussion

Mayor Councillor Meeting Minutes/Action Items

Date: Wednesday, 8 June 2015 10.30am-2.30pm – Chambers

PRESENT:

Cr Karen Williams	Mayor (chair)
Cr Wendy Boglary	Deputy Mayor Division 1
Cr Peter Mitchell	Division 2
Cr Paul Golle	Division 3
Cr Lance Hewlett	Division 4
Cr Mark Edwards	Division 5
Cr Murray Elliott	Division 7 (phoned in)
Cr Tracey Huges	Division 8
Cr Paul Gleeson	Division 9
Cr Paul Bishop	Division 10

Other attendees: Chief Executive Officer Bill Lyon.

Minutes David Smith

Apologies: Cr Julie Talty Division 6

CEO Bill Lyon updated councillors on operational matters.

1. Agenda Items

1.1 CONSEQ Smart Safety project (Mayor)

Mayor Williams outlined the COMSEQ project to councillors and sought their views on whether RCC should take part. She said participation, which would cost Council \$21,000, would not commit us to CCTV, but would be an analysis to determine needs and opportunities for the use of technology new to Australia.

Crs Hewlett and Golle raised issues of crime and community expectation in their divisions and supported Council's involvement.

Cr Edwards gave examples of crime at Weinam Creek and also offered his support.

Cr Mitchell was not convinced of the effectiveness of CCTV and warned about raising community expectation but supported participation.

Crs Bishop and Elliott said they would prefer to have more information regarding what the process would incorporate. Cr Bishop raised concerns about storing of collected data and images and with hosting content management. He was concerned the cost to Council could be "bucketloads down the track".

There was majority support for Council to be involved in the project analysis.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	08.06.16	CONSEQ Smart Safety Project Councillors agreed to support the project	CEO	

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Contrary to Public Interest

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	08.06.16	OIC PV - CTPI	Louise Rusan (Merv Elliott)	

1.3 Our Redlands Magazine (Cr Boglary)

Cr Boglary said she did not support Council's Our Redlands magazine, believing it should be more focused on Council business. She saw it more as a coffee table magazine than a Council publication. She believed it should contain more information of relevance to Council and its operations – eg it should be advising residents where their rates go and Council should “use the magazine to bring residents on the journey.” If the magazine was not of benefit to Council and to the community it should not be continued.

Cr Mitchell did not mind the current mix but would support the inclusion of more Council-related information. He “would hate to see it thrown out” as he had received positive feedback on the latest edition and had found the events listing of such value he had it on display in his office. He asked for readership data and cost of the publication.

Cr Hewlett also believed there could be a better mix of Council and non-Council information/articles in the magazine. He also advocated overturning the previous decision to not have third party advertisement in the magazine, saying this would cut costs.

The Mayor advised that Tracey Walker would brief Councillors on magazine and other promotional strategies at a future Mayor/Councillor meeting.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	08.06.16	Our Redlands magazine Tracey Walker to brief councillors on magazine and other promotion/engagement/communication strategies	Tracey Walker	

1.4 South Redland Baptist Church (Cr Edwards)

Cr Edwards reported that the Reverend Stephen Thomas from the South Redland Baptist Church, which did not have its own church building, had approached him about the possibility of Council providing or leasing land near Weinam Creek. The church had offered to provide parking. Cr Edwards said he had met with Rev Thomas and determined that most parking if provided would be taken up by the church congregation so there would be little benefit to Council. He sought guidance from colleagues on the process that should be followed in the event religious organisations approach Council seeking land.

Mayor Williams said Council was not in the business of giving away land. If this was done for one church it would have to be done for all. It could set a dangerous precedent. The Mayor suggested churches should bring a business plan to Council which could be assessed, or they might opt to purchase land. She used the Lutheran Church situation in John Street, Cleveland, where Council was now seeking to rectify an arrangement where the church had been using Council land for many years at nil cost. She also suggested RIC could be involved in instances where there were such approaches to Council for land by churches.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	08.06.16	<p>South Redland Baptist Church</p> <p>Religious groups approaching Council for land to be requested to prepare proper business case.</p> <p>RIC to be option to deal with issues</p>	Peter Kelley	

1.5 Isaac Regional Council support for motions at conference 19-22 June (Mayor)

The Mayor reported she had received a letter from Isaac Regional Council seeking RCC support for four motions Isaac RC was putting to the National General Assembly of Local Government in Canberra 19-22 June.

The motions call on the Australian Government to:

- Maintain the real value of Financial Assistance Grants and Roads To Recovery Programmes
- Adopt the Australian Infrastructure Plan recommendation to deliver a National Water Reform Plan that will deliver safe and secure water supplies for regional and remote communities
- Amend Australia's anti-discrimination laws to prohibit the use of postcodes to deny employment opportunities to Australian workers

- Adopt the Australian Infrastructure Plan recommendation to create a National Freight and Supply Chain Strategy.

It was agreed to support motions 1, 2 and 4 and to seek more information on the discrimination motion.

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	08.06.16	Isaac Regional Council motions Mayor to write to Isaac RC Mayor advising of RCC support for motions, 1, 2 and 4 and to seek more advice on motion 3	Mayor	

1.6 COMSEQ Committee Meetings (Cr Elliott)

Cr Elliott reported he attended a recent Infrastructure and Planning COMSEQ committee meeting as Council's representative and considered it to be a "go nowhere meeting". He said there were 20 people there and the agenda was the "same old, same old". He believed the major of business could be dealt with by Mayors and he considered the meeting to be a "gross waste of time"

He also reported that it had taken a month for the minutes of the meeting to be provided to RCC

Mayor Williams undertook to raise both issues with COMSEQ.

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	08.06.16	COMSEQ committee meetings Mayor to raise with COMSEQ Board effectiveness of committees and delay in minutes being made available to Councils	Mayor	

1.7 Australian Post boundaries for COMSEQ meeting

Cr Elliott reported that he was a regular user of Australia Post to communicate with constituents. He said local government had now been brought into line with State and Federal politicians and received the same postage discount (4c an item) as State and Federal MPs. He asked why the concession could not be taken the next step – also in line with State and federal politicians – are that Australia Post break it down to divisional boundaries, the same as for State and Federal electorate boundaries. There was agreement from councillors to seek COMSEQ, LGAQ and possibly ALGA support.

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	08.06.16	<p>Australia Posts Boundaries</p> <p>Mayor to raise with COMSEQ the issue of Australia Post concessions to be broken down to local government divisions.</p>	Mayor	

1.8 Cleveland Jetty (Mayor)

The Mayor raised the issue of a Cleveland jetty, saying there had always been interest in the community for a jetty since the old jetty had been demolished. She said a local philanthropist had previously been interested in funding a new jetty and she asked if Councillors wanted her to see if private funding was still available.

There was general support for a jetty and to consider options for funding and location.

Councillors agreed the concept was worth investigating. They resolved to request a briefing note outlining possible costs and benefits and potential locations for a jetty.

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	08.06.16	<p>Cleveland Jetty</p> <p>Councillors requested briefing note on jetty options, including possibly cost and ongoing costs, plus location</p>		

1.9 Toondah to Brisbane CBD Ferry Feasibility Study (Cr Mitchell)

Cr Mitchell said the State Government as part of its North Stradbroke Island Transition Strategy was to conduct a feasibility study into a Brisbane CBD-Dunwich ferry link. He said it was timely while the focus was on Straddie to seek to have a possible CBD-Toondah-Dunwich service included in the study. It was not proposed to have RCC fund the study, but to seek to have it included in the study proposed by the Government. Cr Mitchell did not want the Redlands bypassed and believed it would be a lost opportunity to not seek to have the feasibility study broadened.

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	08.06.16	<p>Toondah to Brisbane CBD ferry link</p> <p>Mayor to write to Government to request Toondah-Brisbane link be included in Brisbane-Stradbroke ferry feasibility study.</p>	Mayor	

1.10 Tourism Centre (Cr Elliott)

Cr Elliott raised the issue of the visitor information centre, currently located at IndigiScapes and sought advice on plans for the VIC. He wanted to know if it was proposed for it to stay at its current location or be sited elsewhere.

The Mayor advised that the VIC was mentioned in the Redlands Tourism Strategy and Action Plan 2015-20 and she would have a copy provided to councillors.

She updated councillors on what is happening in tourism, saying a very successful forum had been held at Sirromet in the previous week and that the tourism sub-committee was being formed to help drive the strategy. She offered to organise a full briefing of Councillors at a future Mayor/Councillor meeting on the tourism industry and VIC future and to have the Tourism Strategy and Action Plan link sent to councillors.

Cr Boglary said she always supported the VIC being retained in Cleveland, possibly at the back of RPAC and she believed it was to be at IndigiScapes as a temporary measure.

Cr Boglary also raised a concern about the recent tourism industry forum clashing with a Council workshop and asked that in future steps be taken to prevent clashes, so interested Councillors might attend industry forums.

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	08.06.16	<p>Tourism Centre</p> <p>CET to brief Councillors on tourism industry developments, progress on Tourism Strategy and Action Plan, formation of tourism sub-committee and future of VIC</p> <p>Copy of Redland Tourism Strategy and Action Plan 2015-20 to be circulated to Councillors</p> <p>Action to be taken to prevent clashes of industry forums and councillor workshops</p>	<p>Tracey Walker</p> <p>Tracey Walker</p> <p>Tracey Walker/Office of Mayor and Councillors</p>	<p>Completed 08.06.16</p>

1.11 GHD Alternative Route Study (Cr Edwards)

Cr Edwards reported that the parking problems at Weinam Creek had been worsening over recent years and had now reached a dire position. He said there had been previous work commissioned by RCC in 2011 using GHD to look at options to reduce the number of vehicles using Weinam Creek. These had included alternative routes, one of which was using Rocky Point. He requested support to have GHD re-run data collected to establish the viability of the alternative route/s now. He believed there would have been sufficient change and that potential patronage made a rethink a sensible option.

It was resolved to ask CEO Bill Lyon for advice on the proposal and possible cost of again engaging GHD for an updated evaluation of alternative route options.

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	08.06.16	GHD Alternative Route Study CEO to be asked to consider costs of engaging GHD to update previous study	CEO	

1.12 Noting of voting in workshops (Cr Elliott)

Cr Elliott raised the issue of the non-recording of Mayor's vote in budget workshops, saying he believed all votes, or no votes, should be recorded in workshops. The Mayor explained her position and agreed to have her workshop votes recorded.

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	08.06.16	Voting in workshops The Mayor agreed to have her vote recorded in workshops	Mayor	

1.13 CMCA seeking Expression of Interest for RV Park (Mayor)

The Mayor outlined a letter she had received from the Caravan:

The Campervan & Motorhome Club of Australia (CMCA) is seeking Expressions of Interest from Queensland councils interested in partnering with CMCA to establish a CMCA RV Park in their region. CMCA has initiated the CMCA RV Park Project to develop a national network of member only RV Parks to provide low-cost, no frills, environmentally friendly accommodation for those CMCA members with self-contained recreational vehicles (RVs). These vehicles include motorhomes, campervans, caravans, fifth Wheelers and the like (see attached project overview) that comply with the CMCA Self-Contained Vehicle Policy. The CMCA RV Park project seeks to develop member only RV accommodation for approximately 40 self-contained vehicles on land owned or leased by the club, with on-site facilities limited to a dump point with wash down tap, access to potable water and a shelter shed/gathering point.

The benefits CMCA RV Parks deliver to councils include:

- CMCA seeks no financial or in-kind support from councils to develop the RV Park network.
- CMCA seeks to lease council or State land on the same basis as any other not-for-profit association, such as a bowling club, pony club or the like.
- The CMCA will pay rates on the site.
- All required infrastructure is developed and paid for by CMCA, there is no cost to Council or the community

- All maintenance is organised and paid for by CMCA, using local contractors wherever possible.
- The RV Park activities will be overseen 24/7 by an on-site CMCA volunteer Custodian.

All CMCA seeks from council is advice and support in identifying a site, undertaking any required development application or obtaining other local or State government approvals. CMCA will develop the RV Park through an arm's length financial arrangement with no hint of any council giving CMCA a financial advantage.

A CMCA RV Park will increase RV tourism by attracting the self-contained RV market segment, RV tourists who have invested in the on-board facilities of their vehicles and only require low-cost, no-frills accommodation options. Although access to a CMCA RV Park is restricted to CMCA members, any owner of an RV can join the CMCA. As the current CMCA annual subscription is \$44, from a practical point of view any self-contained RV owner can use a CMCA RV Park.

CMCA is inviting expressions of interest from any Queensland council interested in establishing a CMCA RV Park in its region, either by converting an existing camping ground to an RV Park or by establishing an RV Park on land currently not in use. If your Council is interested in this project and wants further information, please contact Colin Balfour on 0412 373 544 or colinbalfour@cmca.net.au

Councillors supported RCC lodging an expression of interest. They also sought information from Angela Wright Council regarding dump points and plans for free parking for RVs etc.

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	08.06.16	<p>RV Park Expressions of Interest</p> <p>RCC to lodge expression of interest with CMCA regarding possibility of establishing an RV Park</p> <p>Update to be provided on dump points and RV parking proposals</p>	<p>Office of Mayor</p> <p>Angela Wright</p>	

1.14 Venue for Councillor Workshop (Mayor)

It was decided that the next councillor workshops be overnight and held at Rydges in Fortitude Valley.

2 GENERAL BUSINESS

2.1 Stradbroke Island transition (Mayor)

The Mayor received unanimous support for a strategy to lobby federal politicians to commit to a structural adjustment package for North Stradbroke Island as part of the transition from sand mining. Cr Williams advised her intention to write to all candidates for Bowman and to State Senators to seek their support and that of their parties. She said she feared RCC would be

dumped with future costs and that now was the time to seek a funding commitment for the package. There was a window of opportunity now to conduct a strong campaign for package funding. Council could make sure it was on the political agenda by asking for similar support from the federal Government that had been provided to other mining communities transitioning away from mining. She said she also hoped that the State Government would prove its commitment to the transition strategy by including funding in the State Budget next week.

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	08.06.16	<p>North Stradbroke Island Transition</p> <p>Councillors provided unanimous support for a campaign to attract federal structural adjustment package funding for the NSI transition from mining. Mayor to write to candidates and Qld Federal politicians seeking their support for a structural adjustment package for NSI.</p>	Mayor	Completed

1.2 Food hubs (Cr Bishop)

Cr Bishop reported there was a movement gaining momentum around the world where people looked at local food production and distribution systems. He said food hubs were becoming increasingly popular. While it was early days for them in Australia, Melbourne had embraced the concept and they were "a big thing" there. He said there was an opportunity for RCC to collaborate with RDA Logan/Redlands and the Food Connect Foundation in organising the inaugural Regional Food Hubs event in Brisbane on Thursday, 11 August, at Salisbury.

The objectives of the event are to:

- Bring together practitioners, policymakers and professionals from across the food system (State and local government, universities and the TAFE sector, producers, food processors, logistics and transport, social enterprise and retail, health and education, emergency food relief and food rescue, philanthropy and investors) to build a shared understanding of what 'community food hubs' are, and what benefits and opportunities they can offer in the Australian context, especially as regards:
 - regional and rural rejuvenation and economic development,
 - health and wellbeing goals,
 - training and employment outcomes, and
 - support for local producers and food businesses;
 - Share lessons of good and best practice community food hub models, as well as failures and successes, from the United States, Canada and Australia;
 - Identify and explain key barriers to food hub profitability, viability and long term sustainability; discuss and explain the establishment pathways for community food hubs, with a focus on proof of concept planning, plus resource, infrastructure and financing requirements.
- Cr Bishop sought approval for RCC to contribute \$1000 as sponsorship of international speakers for the event.
Councillors agreed to offer that support.

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	08.06.16	<p>Food hubs</p> <p>Councillors agreed to contribute \$1000 as sponsorship of speakers at the inaugural Regional Food Hubs event.</p>	Office of Mayor and Councillors	

1.3 Heritage Assessment of Commonwealth land at Birkdale (Cr Bishop)

Cr Bishop asked that Council request the Commonwealth Government to assess heritage issues related to the large tract of Commonwealth Land at Birkdale that Council seeks to acquire. He said there was a need to understand the heritage values of the site "before they start ripping up the land".

The Mayor said Council wanted to acquire the land to prevent it going to the market and had received advice that all investigations should stop until the time it was acquired. She said Stephen Hill would provide written advice to Councillors.

The majority of Councillors did not support Cr Bishop's proposal and Cr Bishop indicated he would bring a Notice of Motion to Council calling for the heritage assessment.

1.4 Council operational matters (Cr Golle)

Cr Golle raised the issue of councillors dealing with local residents when residents were not satisfied with Council actions, and how Councillors might respond when they did not support Council actions. He gave a recent example of work in his division where residents has raised issues of mowing and of contamination of waterways with blue-green algae where they were not happy with Council actions. Cr Golle said he visited the problem areas and could see evidence of the algae and damage to recently-laid turf.

The Mayor suggested the Councillor raise the issues with the CEO.

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
		<p>Operational matters</p> <p>Councillors to raise with CEO any concerns they had with Council officer actions in operational matters</p>	Cr Golle	

AGENDA

INFORMAL MAYOR/COUNCILLOR MEETING

WEDNESDAY, 13 JULY 2016

1.00PM – 3.00PM

1. Redlands Magazine/newsletters Tracey Walker
2. Councillors leave Mayor/Cr Huges
3. Capalaba Regional Park, splash and play from CIF Cr Gleeson
4.
5. Media Releases Cr Boglary
6. Notices of Motion Cr Boglary
7. RCC support for Market Led Proposal funding for Rickertt Rd Cr Bishop
8. Councillor Small Grants Cr Hewlett
9. Councillors notified of whole of City promotional events Cr Boglary
10. Michael Burge email – Marriage Equality Mayor
11.
12. Christmas Carols Cr Boglary
13. Redlands Rural Futures Strategy Review Cr Elliott
14. Cleveland Aquatic Centre Cr Elliott
15. Payments for Community Hall hire Cr Hewlett
16. March Local Government Election Cr Elliott
17.
18. Oakland Street Mayor
19. Third party advertising signs Mayor
20.
21. Travel arrangements for 2 day Workshop Mayor

General Discussion

Mayor Councillor Meeting Minutes/Action Items

Date: Wednesday, 13 July 2016 11.30am-2pm – Chambers

PRESENT:

Cr Karen Williams	Mayor (chair)
Cr Wendy Boglary	Deputy Mayor/Division 1
Cr Peter Mitchell	Division 2
Cr Paul Golle	Division 3
Cr Lance Hewlett	Division 4
Cr Mark Edwards	Division 5
Cr Julie Talty	Division 6
Cr Murray Elliott	Division 7
Cr Tracey Hugues	Division 8
Cr Paul Bishop	Division 10

Other attendees: General Manager Organisational Services Nick Clarke, Group Manager Communication, Engagement and Tourism Tracey Walker, Service Manager CET Kristen Banks, Principal Advisor Digital Communications Matt Murray (all for first agenda item)

Minutes David Smith

Apologies: Cr Paul Gleeson Division 9

1. Agenda Items

1.1 Our Redlands magazine/newsletters (Tracey Walker)

Tracey Walker presented data relating to the cost and readership of the Our Redlands magazine and the councillors' newsletters. She reported that research showed Redlanders preferred to receive their information from council via the letterbox and that direct mail was by far the most effective option. She discussed options, including bi-monthly and monthly magazines with sections for individual councillor information, and used Logan City Council's monthly magazine as an example. She said a magazine with a mix of council news and information and other articles of interest were what made the Logan magazine the success it was. Readers had rejected council-only information. She was confident RCC could get the balance right and use the magazine more strategically to engage the local community

The outcome of the discussion was for Tracey to return with costed options of a monthly magazine like Logan CC's A4- size or a bi-monthly magazine. The potential benefits of a monthly magazine include savings from reducing or removing our corporate advertising in the local newspaper. Councillors did not favour having paid external advertising in the magazine.

Councillors supported continuation of quarterly newsletters, but with greater flexibility with timing for each division.

Link to Tracey Walker presentation.

<G:\Governance\Communications\Common\Magazine options 13 July 2016>

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	13.07.16	<p>Our Redlands Magazine/Newsletters</p> <p>Tracey Walker to provide councillors with costed options for monthly and bi-monthly magazine.</p>	Tracey Walker	

1.2 Councillor leave (Mayor/Cr Huges)

There was discussion about councillor leave in light of the fact they did not have official leave or sick leave similar to council officers. The Mayor said councillors generally took leave during school holidays and during the Christmas-New Year period. She asked councillors to have their support officers block out periods of leave in councillors' calendars during school holidays and other times, so there would be no confusion when seeking to organise meetings/workshops.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	13.07.16	<p>Councillor leave</p> <p>Councillors to block out period of leave in calendars</p> <p>Councillors to receive information to clarify meeting attendance requirements</p>	<p>Councillors</p> <p>David Smith</p>	Emailed to councillors by DS 16.07.16

1.3 Capalaba Regional Park (Cr Gleeson)

Action: Deferred to next Mayor/Councillor meeting

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	13.07.16	<p>Capalaba Regional Park</p> <p>Item postponed till next Mayor/Councillor meeting</p>	OoM (June-Mary Davis)	Actioned

Sch. 3(7)

Sch. 3(7)

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	13.07.16	Sch. 3(7)	Andrew Ross David Jeanes/Andrew Ross	

1.5 Media releases (Deputy Mayor)

The DM raised issues of media releases including divisional councillors when appropriate. Agreed that protocol would be releases relating to the organisation to be in name of CEO; whole of city releases to quote Mayor and divisional councillors to be included in releases relating to their divisions.

Action: David Smith to advise Tracey Walker of decision. – Completed.

1.6 Notices of Motion (Deputy Mayor)

It was agreed that councillors would discuss proposed Notices of Motion with colleagues in Mayor/.Councillor meetings and way forward agreed rather than raising issues through Notices of Motion.

1.7 _ Council to support Market-led Proposal for Rickertt Road (Cr Bishop)

Cr Bishop called for Council support for urgently required roadworks on congested Rickertt Road to be placed on the MLP agenda as a pilot project. He asked if recent announcements of funding allocations from Brisbane City Council and Federal Member for Bowman Dr Andrew Laming had been discussed with the cross boundary working group that had been established to consider such issues. He wanted a coordinated rather than piecemeal approach to the works required. The Mayor said the issue had been turned into a political football but that it had been included in a list of potential projects for consideration under MLP. She suggested Cr Bishop contact BCC Deputy Mayor Adrian Schrinner for details of the work proposed and how Redland City Council might assist. It was also agreed to circulate the list of potential MLP projects to councillors.

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	13.07.16	Rickertt Road Cr Bishop to contact BCC Deputy Mayor Adrian Schrinner for detail of Rickertt Road works and how RCC might assist	Cr Bishop	MLP with government for consideration. Meeting with D-G held 18.07.16. CEO contacted BCC CEO Colin Jensen, who referred matter to Scott Stewart (Divisional Manager Brisbane Infrastructure) to take forward.

1.8 Councillor Small Grants (Cr Hewlett)

Cr Hewlett raised the issue of small grants and said he believed the grants program pool was too small. He said a number of councillors had to look after island communities and community organisations and had difficulty with the current \$20,000 per councillor pool. There was further discussion about adequacy of the pool and whether \$3000 was an appropriate maximum. The Mayor supported leaving the amount at its current level but expressed concern that it was too easy for organisations to obtain funding and that they had to be accountable. It was agreed to leave the program as is and to review in six months.

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	13.07.16	Councillor Small Grants Program to remain as is (\$20,000 per councillor and \$3000 per councillor max grant) but to be reviewed in six months.	OoM	

1.9 Whole of city promotional events (Deputy Mayor)

It was agreed that councillors be considered when whole of city promotional events were being scheduled, so they can adjust diaries and attend where appropriate.

1.10 Marriage Equality (Mayor)

There was discussion about the issue of marriage equality and the recent support given by councils at the National Congress of Local Government. Councillors were unanimous in agreeing marriage equality was not an issue for local government and that RCC should therefore not take a public position on the matter. It was agreed the Mayor would respond in this vein on behalf of council to a recent approach from pro marriage equality advocate Michael Burge.

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	13.07.16	<p>Marriage Equality</p> <p>Councillors were unanimous in agreement that this was an issue for federal and state governments and not local government. Letter to be written by Mayor on behalf of Council to local pro-equality campaigner Michael Burge</p>	David Smith	Letter drafted and emailed 15.07.16. Councillors copied.

Contrary to Public Interest

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	13.07.16	OIC PV - CTPI	David Jeanes/Cr Talty	

1.12 Christmas Carols (Deputy Mayor)

DM Boglary asked if a decision had been made on the location for Christmas by Starlight 2016. Mayor Williams said no decision had yet been made but the date for the event was Sunday, 18 December. Options were Sirromet and Cleveland Showground, with Sirromet the preferred option, as it would open up more sponsorship opportunities. The Mayor reported that council was endeavouring to partner with Brisbane City Council to leverage off it and attract some of the Brisbane artists to the Redlands. Tracey Walker to be asked to provide formal advice about the options and planning for 2016.

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	13.07.16	<p>Christmas by Starlight</p> <p>Tracey Walker to provide options and updates to councillors</p>	Tracey Walker	

1.13 Redlands Rural Futures Strategy Review (Cr Elliott)

Action: Deferred to next meeting.

1.14 Cleveland Aquatic Centre (Cr Elliott)

Cr Elliott raised concerns that RCC was project managing the whole Cleveland Aquatic Centre/SLSQ Centre of Excellence project. He said he was happy for us to fund the pool upgrades but not to project manage the whole project. The Mayor said she did not believe this to be the case but she was aware that Redlands was competing with others, including Logan, to attract SLSQ. It was agreed to have the project process outlined to councillors.

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	13.07.16	SLSQ Centre of Excellence/Cleveland Aquatic Centre The project process to be outlined to councillors	Sven Ljungberg	

1.15 Community Hall Hire (Cr Hewlett)

Cr Hewlett raised concerns of some community groups about the new methods of payment for community hall hire etc. It was agreed to approach Tim Goward to provide information to councillors to allay their concerns and those of groups.

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	1.15	Community Hall hire Tim Goward to explain new process to councillors to allay concerns held by them and community groups about payment process.	Tim Goward	

1.16 March Local Government election (Cr Elliott)

Cr Elliott asked if RCC was preparing a submission in the wake of the March local government elections. He was advised it was being prepared.

OIC PV - BOC / CTPI

OIC PV - BOC / CTPI Cr Elliott also called for a firm policy decision for SMBI issues generally. He said Council had been “shadow boxing” for 20 years and there was a need for an external consultant to work with council to develop a strategy. A workshop was required to establish the way forward.

1.18 Oakland Street (Mayor)

The Mayor sought councillors views on two options for the council-owned property at Oakland Street – have the current occupant Horizon purchase the property and council acquire the Horizon-owned property at Neumann Rd, Capalaba and generate income by commercial lease, or sell Oakland St.

Divisional councillor Murray Elliott voiced a strong preference for Redlands Investment Corporation to activate the property, either by selling or by partnering to provide residential development there. He said the site was ideally placed near the shopping centre and by activating it it would provide a boost to local business. There was overwhelming support for RIC to consider options to develop the site for residential.

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	13.07.16	Oakland Street property There was strong support by councillors for RIC to activate the site. RIC to now consider options and discuss with Horizon.	Peter Kelley	

1.19 Third party advertising signs (Mayor)

The Mayor said Redlands was one of the few SEQ councils that still banned third party advertising. She believed it was time to review the policy as a way of supporting local business to promote events. The review would cover permanent and temporary signs. Cr Talty asked that the review take in third party advertising on council-owned property.

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	13.07.16	Third Party advertising signage Council's third party advertising policy to be reviewed and brought back to councillors	Louise Rusan	

Contrary to Public Interest

1.21 Workshop travel arrangements (Mayor)

It was agreed that councillors would make their own transport arrangements for the two-day workshop at Rydges Fortitude Valley 19-20 July.

2 GENERAL BUSINESS

1.1 Redland United sponsorship (Mayor)

The Mayor advised she had received an invitation from Redland United Football Club for Council to sponsor the coming FFA Cup clash at Perry Park against A League champions Adelaide United. She outlined the sponsorship packages available. It was agreed by councillors that it provided a real opportunity to showcase the Redlands and that RCC should take up the \$3500 sponsors package.

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	13.07.16	<p>FFA clash sponsorship</p> <p>RCC to take up \$3500 sponsorship package offered by Redlands United Football Club.</p> <p>David Smith to advise club of decision</p>	<p>CEO</p> <p>David Smith</p>	<p>Club advised 14.07.16</p>

Right to Information
Release (following
External Review by
OLG)

AGENDA

INFORMAL MAYOR/COUNCILLOR MEETING

WEDNESDAY, 27 JULY 2016

1.00PM – 3.00PM

- | | |
|---|---------------|
| 1. Christmas by Starlight update | Tracey Walker |
| 2. *Capalaba Regional Park, splash and play from CIF | Cr Gleeson |
| 3. *Redlands Rural Futures Strategy Review | Cr Elliott |
| 4. LGAQ Elected Member Training Events | Mayor |
| 5. LGAQ Motions | Mayor |
| 6. Council of Mayors (SEQ) Pre- Feasibility | Mayor |
| 7. Confidentiality | Cr Golle' |
| 8. Pet Registrations Renewal & E -Services | Cr Elliott |
| 9. Workshop Request – City Plan development test | Cr Boglary |
| 10.RCC support for Market Led Proposal funding for Rickertt Rd | Cr Bishop |
| 11. Professional Development Training | Cr Elliott |
| 12. Heritage framework for planning scheme | Cr Elliott |
| 13. CEO's contract | Cr Elliott |
| 14. Transport and parking strategy NSI – what's currently in pipeline and what are or should be State obligations | Cr Mitchell |
| 15. Presentation on SMBI parking, transport issues and how they can be used for the wider city | Cr Edwards |
| 16. SMBI sewerage policy | Cr Edwards |
| 17. ROL006066 24-26 Sandy Cove Place, Redland Bay | Cr Edwards |
| 18. Koala Management Levy | Cr Golle' |

*Items carried over from 13 July 2016 Mayor/Councillor meeting

General Discussion

Mayor Councillor Meeting Minutes/Action Items

Date: Wednesday, 27 July 2016 11.30am-12.30pm – Chambers

PRESENT:

Cr Karen Williams	Mayor (chair)
Cr Wendy Boglary	Deputy Mayor/Division 1
Cr Peter Mitchell	Division 2
Cr Paul Golle	Division 3
Cr Lance Hewlett	Division 4
Cr Mark Edwards	Division 5
Cr Julie Talty	Division 6
Cr Murray Elliott	Division 7
Cr Paul Gleeson	Division 9
Cr Paul Bishop	Division 10

Other attendees: General Manager Organisational Services Nick Clarke, Group Manager CET Tracey Walker and Service Manager CET Kristen Banks (for first item).

Minutes David Smith

Apologies: Cr Tracey Huges Division 8

1. Agenda Items

1.1 Christmas by Starlight update (Tracey Walker)

Tracey Walker provided an update as requested from the previous Mayor/Councillor meeting on plans for Christmas by Starlight 2016. She said the major family event had been held at the Cleveland Showground (2013), Capalaba Regional Park (2014) and Sirromet Winery (2015) and Sirromet was the preferred site for the 2016 event. Christmas by Starlight was the city's largest free community event, last year drawing more than 10,000 people to Sirromet. This was an accurate figure and believed to be the biggest attendance in recent years. She said Council had delivered the event for almost 20 years and that the approved budget in 2016 is \$203,682. She provided a comparison of positives and negatives and costs for the event over the past three years. She said the cost for Sirromet last year was inflated by an extra \$25,000 being spent on entertainment and overtime because it was held on a Sunday. She said there was little difference in event cost between the showground and Sirromet but Sirromet had a number of advantages, including parking, potential to attract sponsorship, the potential to leverage off Sirromet advertising to reduce costs and the opportunity to partner with Brisbane City Council to attract a producer and entertainers. A number of councillors commented about their support to continue using local talent, and Tracey confirmed this would again be the case this year. There was general discussion by councillors about their personal preferences and a suggestion by Cr Elliott that Council outsource the event if practical. It was suggested once Sirromet was determined to be the preferred site that more buses be provided and that there be a combination of fireworks and laser display as a highlight of the night.

It was agreed that Christmas by Starlight 2016 be held at Sirromet; that Council consider outsourcing the event if possible; that the event retain a local flavour; that Council review the event and location annually, on councillors' return from the Christmas-New Year break.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	27.07.16	<p>Christmas by Starlight</p> <p>Tracey Walker investigate outsourcing of 2016 event.</p> <p>Councillors review the event in an annual debrief held after their return from Christmas break.</p>	<p>Tracey Walker</p> <p>Councillors/OoM</p>	

1.2 Council of Mayors SEQ pre-feasibility (Mayor)

The Mayor provided councillors with a confidential briefing on a media conference later in the day that she would attend with other COMSEQ Mayors. She sought in-principle support from councillors for Redland City Council to be involved in the continued bid for SEQ to host the 2028 Olympic and Paralympic Games. She advised that ultimately it may cost council \$200,000 over two years but the real benefit would be having a commitment to providing the infrastructure that would be required for the region if it was to host the Olympics. Councillors agreed to provide in-principle support to COMSEQ going to the next stage, responding to the pre-feasibility report's finding that the region requires a detailed program of work to support SEQ's future growth, including a People Mass Movement study, a review of sporting and performing arts venues, and a full Olympic feasibility study.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	27.07.16	<p>Olympic Games pre-feasibility</p> <p>RCC to provide in-principle support to COMSEQ for pre-feasibility work.</p>	Mayor	Actioned 27.07.16

1.3 Motions for LGAQ annual conference (Mayor)

The Mayor reported that the LGAQ annual conference was being held on Gold Coast Convention and Exhibition Centre 18-20 October 2016 and RCC had been invited with other councils to provide motions for consideration. Motion deadline was 26 August, so any motions needed to be finalised and submitted by 9 August for consideration at the 24 August General Meeting. To date only 2 issues had been suggested, both by Deputy Mayor Boglary – Community residences (also raised last year by Cr Boglary and endorsed by conference) and one calling for the State to supply sufficient infrastructure if they wish to have growth. The Mayor reported that the community residences motion was being dealt with as part of finalising State Planning Bills and associated instruments so no need to take forward again. She invited councillors to consider other potential motions for the conference.

Cr Elliott outlined the need for the State Government to undertake a full rail planning exercise to determine an ultimate plan for SEQ to provide a coordinated effort across the region to move people and freight effectively. He said there needed to be one coordinated plan, rather than the current ad hoc planning. The motion should include a commitment to such an integrated long-term plan from both sides of government. He agreed to provide a wording outline as framework for the motion

Councillors supported Cr Elliott's proposal

In another issue, Cr Elliott raised the need for CityPlan to cover the recent issue of rooming accommodation and the gap in the assessment code which allowed people to use the current loophole.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	27.07.16	LGAQ annual conference motions Agreed motions to be prepared by Jo Jones/ David Smith Cr Elliott to provide wording for motion framework Rooming accommodation loophole to be dealt with by inclusion in City Plan	Jo Jones/DS Cr Elliott Kim Kerwin	Outline provided by Cr Elliott 28.07.16

1.4 LGAQ elected member training events (Mayor)

The Mayor circulated to councillors a list of training opportunities available through LGAG for elected members, including details of Diploma in Local Government that she believed may have been of interest to new councillors in particular.

Cr Bishop raised the issue of the coming two-day elected member update and asked for details. The Mayor reported it was the sessions postponed from earlier in the year, because of budget preparations and other priorities. She committed to providing councillors with more information on the agenda for the two-day program.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
		LGAQ elected members training Training information to be provided to councillors	David Smith	

2 GENERAL BUSINESS

2.1 .Rickertt Road (Cr Bishop)

Cr Bishop reported that as discussed at the previous Mayor/Councillor meeting, he had sought, with the Deputy Mayor, a meeting with Brisbane City Council Deputy Lord Mayor Adrian Schinner to discuss plans for the Rickertt Road/Greencamp Road upgrade. He had not yet had a response from Cr Schinner.

The remainder of the agenda items were deferred to a future meeting.

Right to Information
Release (following
External Review by OIG)

AGENDA

INFORMAL MAYOR/COUNCILLOR MEETING

WEDNESDAY, 10 AUGUST 2016

1.00PM – 3.00PM

- | | |
|-------------------------------------|--------------------|
| 1. Presentation on new website | IM |
| 2. Presentation on new devices | Andy Bethke |
| 3. STAR Community Services proposal | Luke Wallace/Mayor |
-

Items carried over from 13 July 2016 Mayor/Councillor meeting

- | | |
|---|------------|
| 4. Capalaba Regional Park, splash and play from CIF | Cr Gleeson |
| 5. Redlands Rural Futures Strategy Review | Cr Elliott |
-

Items carried over from 27 July 2016 Mayor/Councillor meeting

- | | |
|---|-------------|
| 6. Confidentiality | Cr Golle' |
| 7. Pet Registrations Renewal & E -Services | Cr Elliott |
| 8. Workshop Request – City Plan development test | Cr Boglary |
| 9. RCC support for Market Led Proposal funding for Rickertt Rd | Cr Bishop |
| 10. Heritage framework for planning scheme | Cr Elliott |
| 11. Transport and parking strategy NSI – what's currently in pipeline and what are or should be State obligations | Cr Mitchell |
| 12. Presentation on SMBI parking, transport issues and how they can be used for the wider city | Cr Edwards |
| 13. SMBI sewerage policy | Cr Edwards |
| 14. ROL006066 24-26 Sandy Cove Place, Redland Bay | Cr Edwards |
| 15. Koala Management Levy | Cr Golle' |
-

New items

- | | |
|--|------------|
| 16. Purchase of 2 Colburn Ave by Redland Investment Corp | Cr Hewlett |
| 17. Fees & Charges for local markets in parks | Cr Boglary |
| 18. Infrastructure charging for new developments on SMBI | Cr Elliott |

- | | |
|--|------------|
| 19. Bus services for Russell/Macleay Islands | Cr Elliott |
| 20. Rate Notice design | Cr Elliott |
| 21. Department of Infrastructure, Local Government and
Planning (DILGP) training and information sessions | Mayor |
| 22. Capital works projects | Cr Edwards |

General Discussion

Right to Information
Release (following
External Review by OIG)

Mayor Councillor Meeting Minutes/Action Items

Date: Wednesday, 10 August 2016 1pm-3pm – Chambers

PRESENT:

Cr Karen Williams	Mayor (chair)
Cr Wendy Boglary	Deputy Mayor/Division 1
Cr Peter Mitchell	Division 2
Cr Paul Golle	Division 3
Cr Lance Hewlett	Division 4
Cr Mark Edwards	Division 5
Cr Julie Talty	Division 6
Cr Murray Elliott	Division 7
Cr Tracey Huges	Division 8
Cr Paul Gleeson	Division 9
Cr Paul Bishop	Division 10

Other attendees: General Manager Organisational Services Nick Clarke, General Manager Community and Customer Services Louise Rusan, Chief Information Officer Glynn Henderson, IM Technical Management Team Leader Jason Atherinos; Group Manager CET Tracey Walker, Principal Advisor Digital Communications Matt Murray; Website Redevelopment Manager Kylie Stedman, Christine Green (website).

Minutes David Smith

Apologies: Nil

1. Agenda Items

1.1 Website update (Kylie Stedman/Matt Murray)

RCC Website Redevelopment Project manager Kylie Stedman and Matt Murray provided a comprehensive update on the project, advising it was due to be launched in about two weeks. Matt Murray would be the team leader moving forward. The project had been continuing for more than a year and involved two groups – CET and IM – working together. Councillors were advised that Council was moving to a hosted solution, so the website would always be up and running. The host was Sydney-based, and the redundancy WA-based. Kylie outlined the reasons for the website upgrade: out-of-date content; information difficult to find; not smartphone or tablet friendly; and no staff ownership over content. The aim was to channel shift from ICCC and over-the-counter to on-line services, which would be significantly cheaper, based on UK research, that was expected to be replicated here. The project required Council to completely change how we do things with the aim of making the website easier for customers to use. Matt Murray said the current Council website was more than six years old and much of the content was out of date. There was no ownership of content. The new website was “exciting”. Council knew from the launch of other sites that people wanted to be able to access information via their phones and other devices, with up to 60% of people preferring this option. The aim of the new website was to: make it easy for people to find information; provide up to date content, that is customer-focused and written in plain English; provide a powerful search function; be accessible to all (info and services on any device); provide on-line forms; provide an e-Commerce function for rates and animal registration payments etc; be easy to update from any location; staff having ownership of content and updating content.

The website had been subjected to useability testing internally and externally and the team was confident the new site achieved the goals. It was a platform that would allow continuous improvement of on-line services.

Tracey Walker said Group Managers would be responsible for content and it being updated and they would delegate this responsibility to officers. A workshop was scheduled next week for content ownership.

Nick Clarke said the website redevelopment project was really interesting in that two separate groups had come together under the Corporate Plan One Team value and demonstrated what could be done with genuine collaboration. The result would deliver great benefits to Council's customers.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	10.08.16	<p>Website Redevelopment Project</p> <p>New website expected to go live on 25 August, following project committee approval on 16 August.</p>	Website Redevelopment Committee/Kylie Stedman/Matt Murray	

1.2 Councillor devices (Glynn Henderson)

Glynn reported that his IM team had settled on several devices for councillors where IM could provide quality support. The goal was to overcome consistently occurring problems faced by councillors when operating remotely and to make councillors more mobile. The new devices included a laptop that would replace desktop PCs and other options that were all compatible with council's systems. It would be up to individual councillors to determine what devices suited them. All would be operational wherever councillors had telephone reception. He said the new devices would provide much quicker connections and any council websites would be accessible. Access to Objective would be provided on all devices and a drop box function incorporated. Glynn said he had found there were more applications on android and that they were cheaper and faster than Apple. All devices proposed for councillor use were interchangeable and would have a 4G capacity. Councillors would be able to retain their iPads if that was their preference.

Glynn said the Mayor has been trialling Samsung devices and that trial devices were available for other councillors' use. The objective was for devices to be as easy to use as possible and as fluid as possible.

Councillor PCs were likely to be replaced in a month or so and trial devices were available from Jason Atherinos. Training and documentation would come with the devices.

Glynn invited councillors who had any questions to direct them to him.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	10.08.16	<p>Councillor devices</p> <p>Councillor PCs to be replaced</p> <p>New devices to be made available for trial by councillors.</p>	<p>Glynn Henderson</p> <p>Jason Atherinos</p>	



Contrary to Public Interest

Right to Information
Release (following by OIC)
External Review

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	10.08.16	OIC PV - CTP1	Luke Wallace	

1.4 Capalaba Regional Park splash and play (Cr Gleeson)

Cr Gleeson reported he was willing to provide \$1 million from his Community Infrastructure Fund for a water play area in Capalaba Regional park. He invited other councillors to contribute from their own funds. He believed Council should pick a site for a park feature.

Cr Elliott said while he was happy to support the proposal, on the condition that officers reported its feasibility. Council needed an overall plan about how such a facility would work, and the level of recurrent maintenance and other costs.

The Mayor agreed, saying councillors needed to have officers report on options across the city, standards required and operating costs etc outlined.

Councillors agreed that a follow-up report be prepared and presented to them, outlining the broader plan for the city.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	10.08.16	<p>Water parks</p> <p>That a plan for the whole of the city, including options, standards and operating costs be prepared and presented to councillors.</p>	CEO	

1.5 Redlands Rural Futures Strategy Review (Cr Elliott)

Cr Elliott called for a review of the strategy “so everyone is up to speed”. The strategy report had previously been noted by Council and he questioned why Council would not formally adopt the strategy considering several aspects of it had been included in the draft CityPlan.. Kim Kerwin could brief councillors on what was included in CityPlan and councillors could outline what they wanted adopted from the strategy.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	10.08.16	<p>Rural Futures Strategy Review</p> <p>Kim Kerwin to brief councillors on aspects of Rural Futures included in CityPlan and seek guidance from councillors on what else they wanted adopted from the strategy.</p>	Kim Kerwin	

1.6 Confidentiality (Cr Golle)

Cr Golle outlined a recent issue in which he had been involved that highlighted the need for confidentiality and for councillors to be clear on what information was confidential and what not. He said councillors must be mindful in such circumstances that they did not reveal confidential information. He was referring to the issue of the need to re-wire the Redlands Rugby League club at Pinklands. He had been advised on a confidential basis of this and another issue relating to Pinklands and had noted that another councillor had posted information relating to the electrical work on social media. That councillor admitted he posted information but was unaware it was confidential. Had he known, he would not have posted the information. He believed it was merely work being done by Council. Cr Golle apologised for not passing the confidential information on to councillors, believing the need to keep it confidential.

Cr Elliott said he believed the electrical work should have come back to council because of the cost (believed to be around \$500,000). He believed the work may have been completed at

much less cost if it had been done differently. He believed Councillors should have been advised of the intention of spending such an amount of money to rectify something for a club with a chequered history.

The Mayor said General Managers generally brought such issues to the attention of councillors and this would be reinforced with them.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	10.08.16	<p>Confidentiality</p> <p>That the policy of General Managers advising councillors of major or potentially controversial/costly issues be reinforced and that councillors be clearly advised when information was confidential.</p>	CEO	

1.7 Letter from resident (Cr Elliott)

Cr Elliott advised he had received an email from a resident asking why Council sent paper notices for things like pet registration renewal when there was an emailing option for rates notices. The resident believed Council could achieve significant savings in resources if more business was done by email. The question was asked if parking fines could be paid on-line. The Mayor reported that Council's new e-commerce platform would enable more business to be done on line, offering a considerable saving for Council.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	10.08.16	<p>On-line business</p> <p>Councillors to be advised of what on-line functions would be available for residents.</p>	David Smith	

1.8 City Plan Development Test (Deputy Mayor Boglary)

Deputy Mayor Boglary raised the need to be able to compare development applications assessment and outcomes under the old planning scheme and new scheme. She said recent issues, including the clearing of trees in Sturgeon Street, Ormiston and parking issues in Bainbridge Street, Ormiston, had highlighted the potential differences between the scheme and she believed councillors needed to be aware of comparisons. She also raised the issue of heritage and believed Brisbane City Council had a good heritage policy. She has also read the Noosa planning scheme and believed it to contain more prescriptive wording than draft CityPlan.

The Mayor suggested councillors should select examples and ask the questions of officers. She added that the draft planning scheme was much more prescriptive than the current RPS. Cr Boglary suggested officers bring comparisons between schemes to workshops, where applicable.

Cr Bishop called for an external consultant to undertake a robust analysis of draft CityPlan to advise councillors where council may be exposed. He said he wanted to have faith in the scheme and believed the analysis was necessary.

The Mayor said the consultants council had used in the preparation of the draft plan, Buckley Vann, were very credible and well regarded by government. She was willing to fund another external consultant to review the scheme.

Cr Elliott believed it was premature to commission an external analysis now. The appropriate time was after all submissions had been assessed and councillor workshops finalised.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	10.08.16	<p>City Plan Development</p> <p>Planners to provide councillors with comparisons between current and new planning scheme where applicable for DA workshops</p> <p>Comparisons to be provided on examples given – Sturgeon Street tree clearing and Bainbridge parking</p> <p>Consideration be given to retaining external consultant to analyse exposure of council when assessment of submissions and councillor workshops are finalised.</p>	<p>Louise Rusan/David Jeanes</p> <p>David Jeanes</p> <p>Kim Kerwin</p>	

1.9 Market-Led Proposal for Rickertt Road (Cr Bishop)

Cr Bishop said he was interested in finding a way for Redlands and Brisbane city councils to work together to prioritise and strategise work to overcome the congestion issues on Rickertt Road. He wanted to know what was being done to progress the work. There had to be a way of “lining up the ducks”. He did not believe BCC would design a project that would serve the Redlands interest.

The Mayor said when council looked at Market-Led Proposals as a vehicle to address road congestion across the city, the only option suggested by consultants as potentially viable was Cleveland-Redland Bay Road. She said the Cross Boundary Transport Committee was doing the work requested by Cr Bishop. This was exactly what the group had been set up to do – prioritise transport needs and to identify funding sources. She said Rickertt Road was one area of focus. She expected the officers working group to soon bring an initial report, plus terms of reference, to council for ratification.

The Mayor said the issue had been politicised by Member for Capalaba Don Brown and that his involvement had not helped in political communications. She was to write to the Minister for Main Roads, the Honourable Mark Bailey, asking if the State Government intended taking over Rickertt Road from RCC and BCC, as petitioned by Mr Brown.

She believed BCC Infrastructure Committee chair Cr Amanda Cooper was available to meet with Cr Bishop to discuss the Rickertt Road issue.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	10.08.16	<p>Rickertt Road</p> <p>Cr Bishop to meet with BCC Infrastructure chair Cr Amanda Cooper to discuss prioritising and planning the upgrade</p> <p>Cross Boundary Transport Committee to provide initial report to Council and terms of reference.</p>	<p>Cr Bishop</p> <p>Murray Erbs</p>	

1.10 Land purchase by Redland Investment Corporation (Cr Hewlett)

Cr Hewlett sought councillor support to have RIC purchase property at Victoria Point that would serve as a strategic land purchase for Council and would provide an opportunity to address parking issues in the area and for commercial development that might provide a return to Council. He outlined the site valuation and the price sought by the owner. Councillors supported his call for RIC to seek to purchase the land.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	10.08.16	<p>Victoria Point land purchase</p> <p>RIC to seek to acquire Victoria Point property as strategic purchase</p>	Peter Kelley	

SMBI ISSUES: It was decided to defer SMBI issues to a separate discussion. The issues will be discussed on Wednesday, 17 August 2016, at 3pm-4.30pm.

COUNCILLOR SESSIONS: It was agreed that the next councillor sessions with Lara Schlinker be held locally.

Mayor Councillor Meeting Minutes/Action Items

Date: Wednesday, 24 August 2016 2.00pm- 3.05pm – Chambers

PRESENT:

Cr Karen Williams	Mayor (chair)
Cr Wendy Boglary	Deputy Mayor/Division 1
Cr Peter Mitchell	Division 2
Cr Paul Golle	Division 3
Cr Lance Hewlett	Division 4
Cr Mark Edwards	Division 5
Cr Julie Talty	Division 6
Cr Murray Elliott	Division 7
Cr Tracey Huges	Division 8
Cr Paul Bishop	Division 10

Minutes June Davis

Apologies: Cr Paul Gleeson Division 9

1. Agenda Items

1.1 Heritage framework for planning scheme (Cr Elliott)

It was agreed that the Heritage framework planning scheme item has already been dealt with in previous discussions.

1.2 Transport and parking strategy NSI – (Cr Mitchell)

Cr Mitchell addressed issues with the transport and parking on North Stradbroke Island and asked Councillors for Council's position and to gain some understanding of what's happened before. The Mayor suggested that Cr Mitchell speak to Murray Erbs regarding the report that went to Council four years ago.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	24.08.16	Transport and parking Strategy Cr Mitchell to speak to Murray Erbs regarding report to Council four years ago.	Cr Mitchell	Actioned 24.08.16

1.3 Presentation on SMBI parking, transport issues (Cr Edwards)

It was agreed that this item has been dealt with in previous discussions.

1.4 SMBI sewerage policy (Cr Edwards)

It was agreed that this item has been dealt with in previous discussions.

1.5 ROL006066 24-26 Sandy Cove Place, Redland Bay (Cr Edwards)

It was agreed that this item has been dealt with in previous discussions.

1.6 Koala Management Levy (Cr Golle')

Cr Golle' asked for a review of Local Law 2, and suggested a levy be applied to dog licences for animals weighing more than 10 kilograms – email sent to Councillors outlining suggestion a couple of weeks ago. The Mayor advised it would be an administrative nightmare and to refer to the Koala Strategy

1.7 Fees & Charges for local markets in parks (Cr Boglary)

Cr Boglary asked for a review of fees and charges for small operators. Cr Elliott said we have already addressed it previously, he believed Cr Boglary may not have been at the meeting at the time. Cr Boglary could not recall and will have another look. Cr Boglary will bring forward to another meeting, if needed.

1.8 Infrastructure charging for new developments on SMBI (Cr Elliott)

Cr Elliott asked for the long term infrastructure costs for the Islands. Mayor suggested the Councillors read the SMBI 2030 Strategy

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	24.08.16	SMBI 2030 Strategy Mayor will arrange for Councillors to receive a copy of the SMBI 2030 Strategy	Mayor	Actioned 24.08.16

1.9 Bus services for Russell/Macleay Islands (Cr Elliott)

It was agreed that this item has been dealt with in previous discussions.

1.10 Rate Notice design (Cr Elliott)

Cr Elliott felt the design of the Rate Notice was too complicated to read. There are no instructions given on what to do if you want the Rate Notice sent by email.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	24.08.16	Rate Notice Design Mayor will raise concerns with Deborah Corbett-Hall.	Mayor	Actioned 24.08.16

1.11 Department of Infrastructure, Local Government and Planning (DILP) training and information sessions (Mayor)

Mayor removed item from discussion.

1.12 Capital Works Project (Cr Edwards)

Cr Edwards raised concerns with wash outs on the Island roads which result in issues with drains and difficulties with mowing. Cr Edwards asked for Councillors support to give up \$10,000 from the CIF Fund to the Group on the Islands for planting to help with the drain issues and reduce operational costs. Mayor suggested she would talk to the CEO, Lex Smith and Lean Team.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	24.08.16	Capital Works Project Mayor will raise with CEO, Lex Smith and Lean Team	Mayor	Actioned 24.08.16

1.13 Councillor divisional meet and greets (Cr Boglary)

Cr Boglary raised going out into the different divisions to hold General Meetings and educational events. She is concerned that some residents, in particular the Islanders never get to see the whole contingent of Councillors together. The Mayor advised the Local Government Act does not allow General Meetings to go outside Council.

Action: To be discussed in the Community Engagement Workshop and for Cr Boglary to come up with some ideas.

1.14 Cultural Training for Councillors (Cr Boglary)

Cr Boglary felt it was time for Councillors to receive some Cultural Training. Mayor said it was mandatory training. Mayor will raise with Di Andrews and enquire about Media Training as well.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	24.08.16	Cultural Training for Councillors Mayor will raise with Di Andrews and Media Training with Tracey Walker	Mayor	Actioned 24.08.16

Contrary to Public Interest

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	24.08.16	OIC PV - CTPI	Mayor	Actioned 24.08.16

1.16 Review Cleveland CBD zoning map (Cr Elliott)

Cr Elliott raised the CBD needs to be compressed down from RPAC to Shopping Centre precinct and from Gills Timber, Bloomfield Street in the South. The Mayor advised we can amend after we adopt the Draft City Plan. The Mayor will arrange for a copy of the Cleveland CBD Master Plan to be sent to Councillors. Cr Boglary asked for the Capalaba Master Plan

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	24.08.16	Cleveland CBD Master Plan and Capalaba Master Plan Mayor will arrange for Councillors to receive a copy of the Cleveland CBD Master Plan and Capalaba Master Plan	Mayor	Actioned 24.08.16

1.17 Review educational facility definition to prevent transitional housing (Cr Boglary)

Cr Boglary advised Council Officer's are seeing what can be done. A Motion has been submitted for the LGAQ Conference in October.

1.18 Financial Strategy Workshop – Melbourne Cup Day (Mayor)

The Mayor made the Councillors aware of a Financial Strategy Workshop currently scheduled on Melbourne Cup Day at 9.00am – 12.00 noon. The Mayor asked whether they would like the Workshop rescheduled to another day, the Councillors unanimously agreed.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	24.08.16	<p>Financial Strategy Workshop scheduled on 1 November 2016 to be rescheduled</p> <p>The Mayor will ask for the Workshop to be rescheduled.</p>	June Davis	Actioned 24.08.16

1.19 Time and motion study across environment and Indigiscapes (Cr Talty)

Cr Talty requested an independent consultant to do a time and motion study so we can make an informed decision. At the moment all operators criss-cross over each other. Mayor suggested we ask the Lean Team to have a look at the operation.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	24.08.16	<p>Indigiscapes</p> <p>The Mayor will ask Lawrence Blacka of the Lean Team to have a look at Indigiscapes Programs</p>	Mayor	Actioned 24.08.16

2 GENERAL BUSINESS

1.20 Signs (Cr Elliott)

Cr Elliott raised the number of Roads to Recovery signs appearing in local roads for Federal Road upgrades.

Action: Mayor will write to Andrew Laming

AGENDA

INFORMAL MAYOR/COUNCILLOR MEETING

WEDNESDAY, 24 AUGUST 2016

1.00PM – 3.00PM

Items carried over from 27 July 2016 Mayor/Councillor meeting

1. Heritage framework for planning scheme Cr Elliott
2. Transport and parking strategy NSI – what's currently in pipeline and what are or should be State obligations Cr Mitchell
3. Presentation on SMBI parking, transport issues and how they can be used for the wider city Cr Edwards
4. SMBI sewerage policy Cr Edwards
5. ROL006066 24-26 Sandy Cove Place, Redland Bay Cr Edwards
6. Koala Management Levy Cr Golle'

Items carried over from 10 August 2016 Mayor/Councillor meeting

7. Fees & Charges for local markets in parks Cr Boglary
8. Infrastructure charging for new developments on SMBI Cr Elliott
9. Bus services for Russell/Macleay Islands Cr Elliott
10. Rate Notice design Cr Elliott
11. Department of Infrastructure, Local Government and Planning (DILGP) training and information sessions Mayor
12. Capital works projects Cr Edwards

New items

13. Councillor divisional meet and greets Cr Boglary
14. Cultural Training for Councillors Cr Boglary
15.
16. Review Cleveland CBD zoning map Cr Elliott

- 17. Review educational facility definition to prevent transitional housing operating out of educational facilities Cr Boglary
- 18. Financial Strategy Workshop – Melbourne Cup Day Mayor
- 19. Time and motion study across environment and Indigiscapes Cr Talty

General Discussion

*Right to Information
Release (following
External Review by OIG)*

AGENDA

INFORMAL MAYOR/COUNCILLOR MEETING

WEDNESDAY, 7 SEPTEMBER 2016

1.00PM – 3.00PM

- | | |
|--|------------|
| 1. Councillors Wi Fi access | Cr Talty |
| 2. Request Workshop on Eprapah Bridge and footpath | Cr Golle' |
| 3. Recognition of Divisional Councillors in correspondence | Cr Golle' |
| 4. Divisional boundaries | Cr Golle' |
| 5. Responding to residents on Main Road issues | Cr Elliott |
| 6. Attendance of Lawyer at Development Workshops | Cr Golle' |

General Discussion

Right to Information
Release (following
External Review by OIG)

Mayor Councillor Meeting Minutes/Action Items

Date: Wednesday, 7 September 2016 1pm-3pm – Chambers

PRESENT:

Cr Karen Williams	Mayor
Cr Wendy Boglary	Deputy Mayor/Division 1 (chair)
Cr Peter Mitchell	Division 2
Cr Paul Golle	Division 3
Cr Lance Hewlett	Division 4
Cr Mark Edwards	Division 5
Cr Julie Talty	Division 6
Cr Murray Elliott	Division 7
Cr Tracey Huges	Division 8
Cr Paul Bishop	Division 10
Minutes	David Smith
Apologies: Cr Paul Gleeson	Division 9

1. Agenda Items

1.1 Councillors wi-fi access (Cr Talty)

Cr Talty raised the issue of councillors having permission for just one device to be connected to Council's wi-fi. She questioned the decision on the basis that councillors had up to three devices yet could access wi-fi in the Council building for only one. She believed no such restriction applied to Council officers.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	07.09.16	Councillor access to wi-fi CIO Glynn Henderson to be asked to have all councillor devices connected to wi-fi	Nick Clarke/Glynn Henderson	

1.2 Workshop re Erapah Creek (Cr Golle)

Cr Golle reported that there was considerable concern by residents regarding the proposal to build a bridge and pathway link to the Victoria Point shopping precinct as part of the development adjoining Erapah Creek. He was aware of developers, council engineers and planners having discussions regarding the options and requested a workshop, or briefing, by officers as to the status and options that had been presented to Council. There was uncertainty about the potential site of the bridge and other aspects of the proposed work.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	07.09.16	Eprapah Creek options Officers to brief councillors on options at next Mayor/Councillor meeting	Louise Rusan/David Jeanes	

1.3 Recognition of divisional councillors in correspondence (Cr Golle)

Cr Golle sought detail of the protocol that was in place for when correspondence was addressed to all councillors. He asked if the divisional councillor could be referred to when appropriate in Mayor responses.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	07.09.16	Councillor correspondence Agreed that reference would be made of divisional councillors when appropriate	COM (David Smith)	Protocol in place

1.4 Divisional boundaries (postage) (Cr Golle)

Cr Golle raised the issue of some councillor newsletters had been posted to the wrong division (Moreton Shores RSL retirement village), adding that council officers had to hand-deliver to address the problem. He also raised the issue of the QEC problem during the last election when electors were mistakenly advised of the division they were in. He wanted to ensure on all levels that "we have our ducks in a row" to ensure we don't mail out to the wrong divisions.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	07.09.16	Divisional postage Agree there was a need to ensure correspondence such as divisional councillor newsletters etc were posted correctly.	Nick Clarke/Tracey Walker	

1.4 Responding to residents on Main Roads issues (Mr Elliott)

Cr Elliott was concerned that some council officers were too quick when issues relating to State roads arose to simply say it was not Council's responsibility, rather than dealing more appropriately with the issue. He used the example of collection of dead animals from a State-controlled road. He believed Council should react differently and accept responsibility to undertake the action expected of residents. There was more that could be done to assist residents who were making approaches.

Action:

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	07.09.16	<p>State roads responsibility</p> <p>Agree there was a need to ensure residents raising issues relating to State roads (eg removal of dead animals) received appropriate action, or advice rather than being told main roads were not a council responsibility. Policy on such matters to be outlined to councillors</p>	CEO	

1.5 Attendance of lawyers at development workshops (Cr Golle)

Cr Golle believed there was a need to lawyers to attend development application workshops, to offer high level legal advice to councillors. He believed they would provide “peace of mind”, especially for contentious issues when on the spot legal advice could be given. The Mayor said officers had usually sought legal advice before their workshop presentations and that the advice was included before the matter came to councillors. There were occasions when independent legal advice could also be sought and she believed it was better to raise the issue by exception.

Action: It was agreed that councillors could ask questions of legal officers should the need arise, rather than have them attend workshops as a matter of course.

2 GENERAL BUSINESS

. 2.1 Food Strategy (Cr Bishop)

Cr Bishop said a number of councils across Australia had developed a Food Strategy. He used the City of Wollongong as an example and explained the four themes of that city’s strategy. The information had been circulated to councillors. Cr Bishop asked whether such a strategy was part of Redland City’s future. He suggested we create a food strategy, including what degree of food production would be contemplated and what resources would be required. He believed some of this level of thinking had been included in the Redlands Rural Futures Strategy and said the City of Dandenong had done an extraordinary job regarding consultation. Questions such as where food would come from in the future needed to be asked. There was mention of council entering the final stages of providing community tenure of council land on Russell Island for large-scale community gardens). Cr Bishop said a strategy would comprise a range of things we could do in the Redlands, of integrating ideas and letting the people know what was happening.

Action: It was agreed to Cr Bishop would prepare a document and provide other documentation to councillors.

2.2 Councillor lunches (Cr Elliott)

Cr Elliott requested a variety of foods for councillors on days when lunch was provided. He wanted less sandwiches and greater variety.

Action: Office of Mayor to investigate options and provide greater variety of lunches.

2.3 Litter issues (Cr Hewlett)

Cr Hewlett said he had noticed over the past 9-12 months that the litter issues across the city had worsened. He believed there was a greater need for litter crews to pick up refuse along the side of city roads and other places. He believed it was becoming a real issue and asked if officers had any explanation for the apparent worsening situation.

Cr Edwards asked for Council officers to review the number of bins in parks. More people were using our parks and councillors were receiving more complaints about overflowing bins. He asked about new design bins and how the trial of them was progressing, and whether there was an intention to implement across the city.

It was suggested that Council promote pride in the city and that we consider a major campaign that could also include involvement of the community in an anti-litter and litter collection campaign.

Ref:	Meeting Date	Issue/Action	Assigned to	Status/Update
	07.09.16	<p>Pride of Redlands campaign</p> <p>Tracey Walker to be approached to develop a campaign to promote pride in the Redlands.</p> <p>Information to be provided about new design bins, their success and whether they will be implemented across the city.</p> <p>Officers to report for their opinion about whether there was more litter, if there was a reason, and to consider ways to address the problem.</p>	<p>Tracey Walker</p> <p>Gary Soutar</p> <p>Gary Soutar</p>	

2.4 Thorneside Mobile Park issue (Cr Bishop)

Cr Bishop provided an update on the fire management issues relating to the Thorneside Mobile Home Park. He reported that he and council officers had recently met with Contrary to Public Interest that discussions were very positive and agreement was reached on a communication plan with residents and for another meeting to be held to further discuss the fire management plan and compliance issues. The situation was "moving in the right direction".

2.5 Council morale (Cr Golle)

Cr Golle suggested Council should organise quarterly barbeque or similar as a way of raising the morale of council officers.

Action: It was agreed to raise the matter with the CEO.