

VML:MB
Vicki Lukritz
3810 6221

SPARE

18 January 2018

Sir/Madam

Notice is hereby given that a Meeting of the **CITY MANAGEMENT, FINANCE AND COMMUNITY ENGAGEMENT COMMITTEE** is to be held in the Council Chambers on the 2nd Floor of the Council Administration Building, 45 Roderick Street, Ipswich commencing at **11.30 am or 10 minutes after the conclusion of the Economic Development and Digital City Committee, whichever is the earlier** on Tuesday, 23 January 2018.

MEMBERS OF THE CITY MANAGEMENT, FINANCE AND COMMUNITY ENGAGEMENT COMMITTEE	
Councillor Wendt (Deputy Mayor) and (Chairperson) Councillor Antonioli (Mayor) (Deputy Chairperson)	Councillor Morrison Councillor Tully Councillor Silver Councillor Stoneman Councillor Bromage Councillor Martin Councillor Pisasale Councillor Ireland Councillor Pahlke

Yours faithfully

ACTING CHIEF EXECUTIVE OFFICER

**CITY MANAGEMENT, FINANCE AND COMMUNITY ENGAGEMENT COMMITTEE
AGENDA**

*11.30 am or 10 minutes after the conclusion of the Economic Development and
Digital City Committee, whichever is the earlier on*

Tuesday, 23 January 2018

Council Chambers

Item No.	Item Title	Officer
1	Delegation Report – Write-Offs and Refunds for Sundry Debt Charges – 1 October 2017 to 31 December 2017	COO (WPR)
2	City Country Reference Group	COO (ASDCE)
3	Allocation of Community Donations to 31 December 2017	COO (ASDCE)
4	Executive Secretariat Update	A/CEO
5	Nantou County, Hsinchu County, Smart City Delegation 2018	A/CEO
6	Queensland Audit Office Fund management Report 2016-2017	A/CEO
7	Roads to Recovery 2017-2018 Capital Budget Implications Report	COO (IS)
8	Consent of Easements Over Land, Central SEQ Distributor – Retailer Authority, Proposed Easement Ah in Lot 502 on SP275522 – Division 5	CFO
9	Controlled Entities – 2016-2017 Audited Financial Statements	CFO
10	Customer Service Activities Status Report – December 2017	CFO
11	Overdue Rates and Charges: October – December 2017 Quarter	CFO
12	Month-End Performance – November 2017	CFO
13	**2018-2019 Financial Sustainability Modelling and Long Term Financial Forecast	CFO
14	Request for Rates Concession, 11 South Street, Ipswich – Division 7	CFO
15	Request for Rates Concession, 132 Eagle Street, Redbank Plains – Division 3	CFO
16	Request for Rates Concession – Various Properties	CFO
17	Lease Renewal to the State of Queensland (Represented by Public Safety Business Agency) – Mount Forbes Rural Fire Brigade, 34 Champions Way, Willowbank, Lease E in Part of Lot 1 on SP108209 – Division 10	CFO
18	Lease Renewal to Robert James Carruthers, Part of 7-9 John Street, Rosewood, Described as Part of Lot 9 on RP906761 – Division 10	CFO
19	Councillor Travel and Training Requests	CFO
20	**Proposed Resumption of Land, 254 Brisbane Street, West Ipswich and Described as Lot 2 RP23956 – Division 7	CFO
21	**Proposed Resumption of Land, 55 Brisbane Street, Ipswich and Described as Lot 2 RP76498 – Division 7	CFO
22	**Proposed Acquisition – 98A Windle Road, Brassall, Described as Lot 448 on CH31188 – Division 6	CFO
23	**Proposed New Leases for Telecommunications Purposes, Vodafone Network Pty Limited, 90-120 Jones Road, Bellbird Park and 81 Stuart Street, Goodna – Division 2	CFO
24	**Budget Amendment – December 2017	CFO
25	**Request for Rates Exemption or Concession for Vedanta at 7001 Vedanta Drive, Springfield Lakes	
LATE ITEM 26	CBD Redevelopment	CEO

** Item includes confidential papers

CITY MANAGEMENT, FINANCE AND COMMUNITY ENGAGEMENT COMMITTEE NO. 2018(01)

23 JANUARY 2018

AGENDA

1. DELEGATION REPORT - WRITE-OFFS AND REFUNDS FOR SUNDRY DEBT CHARGES – 1 OCTOBER 2017 TO 31 DECEMBER 2017

With reference to a report by the Executive Assistant dated 2 January 2018 concerning the exercise of the delegation entitled 'Power to Approve Write-Offs and Refunds for Sundry Debt Charges' for the period 1 October to 31 December 2017.

RECOMMENDATION

That the report be received and the contents noted.

Report

2. CITY COUNTRY REFERENCE GROUP

With reference to a report by the Community Development Project Officer dated 19 December 2017 forwarding for Council's information the minutes of the meeting of the City Country Reference Group held on 5 October (Meeting No. 95).

RECOMMENDATION

That report be received and the contents noted.

Report

3. ALLOCATION OF COMMUNITY DONATIONS TO 31 DECEMBER 2017

With reference to a report by the Community Grants Officer dated 18 December 2017 concerning the allocation of Community Donations.

RECOMMENDATION

That the report be received and the contents noted.

Report

4. EXECUTIVE SECRETARIAT UPDATE

With reference to a report by the Acting Chief Executive Officer providing an update on the Chief Executive's Office for the month of December 2017.

RECOMMENDATION

That the report providing the activities of the Office of the Chief Executive Officer be received and the contents noted.

Report

5. NANTOU COUNTY, HSINCHU COUNTY, SMART CITY DELEGATION 2018

With reference to a report by the Senior Advisor dated 12 January 2018 concerning an invitation by our Taiwanese Sister Cities (Hsinchu and Nantou Counties) to Mayor Andrew Antonioli to lead a delegation to Taiwan (Republic of China) March 21-29 2018.

RECOMMENDATION

- A. That the proposed travel budget and itinerary for this outbound delegation be approved by Council.
- B. That the Chief Operating Officer (Economic Development and Marketing) provide a smart city briefing package to the Mayor's Office in a format suitable for presentations and dissemination to external parties to promote smart city initiatives.
- C. That the Chief Operating Officer (Economic Development and Marketing) provide an updated economic development briefing to the Mayor's Office for dissemination to external parties to promote the City of Ipswich's business sector.

Report

6. QUEENSLAND AUDIT OFFICE FUND MANAGEMENT REPORT 2016-2017

With reference to a report by the Acting Chief Executive Officer providing an update on the audit of Council's financial statement for the 2016-2017 financial year.

RECOMMENDATION

That the Queensland Audit Office Fund Management Report 2016-2017 be referred to Council's Audit and Risk Management Committee for consideration.

Report

7. ROADS TO RECOVERY 2017-2018 CAPITAL BUDGET IMPLICATIONS REPORT

With reference to a report by the Commercial Finance Manger dated 15 January 2018 concerning the Roads to Recovery (R2R) grants program for 2017-2018 and its implications on Infrastructure Services Capital Portfolio Budget.

RECOMMENDATION

- A. That Strategies 1, 2 and 3, as detailed in the report by the Commercial Finance Manager dated 15 January 2018, be received and noted.
- B. That additional funds of \$1.33 million be sought via a future Council Budget Amendment.

Report

8. CONSENT OF EASEMENTS OVER LAND, CENTRAL SEQ DISTRIBUTOR-RETAILER AUTHORITY, PROPOSED EASEMENT AH IN LOT 502 ON SP275522 - DIVISION 5

With reference to a report by the Senior Property Officer dated 19 December 2017 concerning the proposed Easement AH in Lot 502 on SP275522 in favour of Central SEQ Distributor-Retailer Authority on Council owned land located at Lot 502 Unnamed Road, Karalee.

RECOMMENDATION

- A. That Council resolve pursuant to section 236(2) of the *Local Government Regulation 2012* (the Regulation) that the exemption referred to in section 236 (1)(b)(i) of the Regulation applies to Council for the disposal of the easement interest in Lot 502 on SP275522 (“the land”), by way of a new easement arrangement between Council and Central SEQ Distributor-Retailer Authority.
- B. That Council agree to grant Easement AH, as detailed in the report by the Senior Property Officer dated 29 November 2017, to Central SEQ Distributor-Retailer Authority for water supply purposes over part of Lot 502 on SP275522 located at Lot 502 Unnamed Road, Karalee.
- C. That Council agree to the compensation amount of \$1.00, payable to Council, as proposed by Central SEQ Distributor-Retailer Authority, for Council granting to Central SEQ Distributor-Retailer Authority, Easement AH for water supply purposes, over part of Lot 502 on SP275522, located at Lot 502 Unnamed Road, Karalee, as detailed in the report by the Senior Property Officer dated 29 November 2017.
- D. That the Chief Executive Officer be authorised to negotiate and finalise the terms of the proposed Easement as detailed in Recommendations B and C of the report by the Senior Property Officer dated 29 November 2017, and do any other acts necessary to implement Council’s decision in accordance with section 13(3) of the *Local Government Act 2009*.

Report

9. CONTROLLED ENTITIES - 2016-2017 AUDITED FINANCIAL STATEMENTS

With reference to a report by the Treasury Accounting Manager dated 22 December 2017 concerning 2016 2017 audited Financial Statements for Ipswich City Council's (Council) controlled entities.

RECOMMENDATION

That the report be received and the contents noted.

Report

10. CUSTOMER SERVICE ACTIVITIES STATUS REPORT – DECEMBER 2017

With reference to a report by the Strategic Client Office Manager dated 10 January 2018 concerning customer service delivery activities for the period 1 November to 31 December 2017.

RECOMMENDATION

That the report be received and the contents noted.

Report

11. OVERDUE RATES AND CHARGES: OCTOBER-DECEMBER 2017 QUARTER

With reference to a report by the Recoveries Manager dated 3 January 2018 concerning rate arrears and rate collection statistics for the period October - December 2017.

RECOMMENDATION

That the report be received and the contents noted.

Report

12. MONTH-END PERFORMANCE – NOVEMBER 2017

With reference to a report by the Finance Manager dated 18 December 2017 concerning Council performance for the period ending 30 November 2017, submitted in accordance with Section 204 of the Local Government Regulation 2012.

RECOMMENDATION

That the report be received and the contents noted.

Report

13. **2018-2019 FINANCIAL SUSTAINABILITY MODELLING AND LONG TERM FINANCIAL FORECAST

With reference to a report by the Treasury Accounting Manager dated 21 December 2017 concerning the 2018 2019 Financial Sustainability Modelling and Long Term Financial Forecast (LTFF).

RECOMMENDATION

That the report be received and the contents noted.

Report

14. REQUEST FOR RATES CONCESSION, 11 SOUTH STREET, IPSWICH QLD 4305 – DIVISION 7

With reference to a report by the Rates/Property Manager dated 15 November 2017 concerning a request from The Lady Musgrave Trust, for a rates concession of the general rates on their property at 11 South Street Ipswich.

RECOMMENDATION

That the request for rate concession of 100% remission of the differential general rates, for the property at 11 South Street Ipswich owned by The Lady Musgrave Trust, be granted and backdated to 1 October 2017.

Report

15. REQUEST FOR RATES CONCESSION, 132 EAGLE STREET, REDBANK PLAINS QLD 4301 - DIVISION 3

With reference to a report by the Rates/Property Manager dated 15 November 2017 concerning a request from Al-Huda Educational Institute Limited, for a rates concession of the general rates on their property at 132 Eagle Street Redbank Plains.

RECOMMENDATION

That the request for the rate concession of 100% remission of the differential general rates, for the property at 132 Eagle Street, Redbank Plains, owned by Al-Huda Educational Institute Limited, be granted and backdated to 10 October 2017.

Report

16. REQUEST FOR RATES CONCESSION – VARIOUS PROPERTIES

With reference to a report by the Rates/Property Manager dated 15 November 2017 concerning a request from Ipswich Housing and Support Services Inc (Ipswich Housing SS), for a rates concession of the general rates on various properties that they lease across Ipswich.

RECOMMENDATION

That the request for rate concession of 100% remission of the differential general rates for the various properties across the Ipswich region that Ipswich Housing and Support Services Inc lease (Attachment A), not be granted and Ipswich Housing and Support Services Inc be advised to investigate if they could negotiate 5+ year leases with the State.

Report

17. LEASE RENEWAL TO THE STATE OF QUEENSLAND (REPRESENTED BY PUBLIC SAFETY BUSINESS AGENCY) – MOUNT FORBES RURAL FIRE BRIGADE, 34 CHAMPIONS WAY, WILLOWBANK, LEASE E IN PART OF LOT 1 ON SP108209 – DIVISION 10

With reference to a report by the Senior Property Officer dated 21 December 2017 concerning the renewal of a further ground lease to The State of Queensland, represented by the Public Safety Business Agency (“PSBA”) over the land at 34 Champions Way, Willowbank being Lease E in part of Lot 1 on SP108209.

RECOMMENDATION

- A. That Council, resolve pursuant to section 236(2) of the *Local Government Regulation 2012* (the Regulation) that the exemptions under sections 236(1)(b)(i) and 236(1)(c)(iii) of the Regulation apply to the disposal of the leasehold interest located at 34 Champions Way, Willowbank and described as Lease E in part of Lot 1 on SP108209 (“the land”), by way of a renewed leasehold arrangement between Council and The State of Queensland, represented by the Public Safety Business Agency for a consideration sum of \$1.00 per annum, if demanded (excluding GST).
- B. That Council enter into a lease with The State of Queensland, represented by the Public Safety Business Agency (“Lessee”) for a period of ten (10) years.
- C. That the Chief Executive Officer be authorised to negotiate and finalise the terms of the Trustee Lease to be executed by Council and to do any other acts necessary to implement Council’s decision in accordance with section 13(3) of the *Local Government Act 2009*.

Report

18. LEASE RENEWAL TO ROBERT JAMES CARRUTHERS, PART OF 7-9 JOHN STREET, ROSEWOOD, DESCRIBED AS PART OF LOT 9 ON RP906761 – DIVISION 10

With reference to a report by the Senior Property Officer dated 23 November 2017 concerning the lease renewal to Robert James Carruthers for the purpose of an office building located at 7-9 John Street, Rosewood and described as part of Lot 9 on RP906761.

RECOMMENDATION

- A. That the previous decision of Council, as per Item No. 8 of the City Management, Finance and Community Engagement Committee No. 2017(08) of 15 August 2017 and adopted by the Council Ordinary meeting of 22 August 2017, be repealed.
- B. That Council resolve pursuant to section 236(2) of the *Local Government Regulation 2012* (the Regulation) that the exemptions under sections 236(1)(c)(iii) of the Regulation apply to the disposal of the leasehold interest located at part of 7–9 John Street, Rosewood and described as part of Lot 9 on RP906761 (“the land”), by way of a leasehold arrangement between Council and Robert David Carruthers for a consideration sum of \$17,694.45 per annum (including GST).
- C. That Council enter into a lease with Robert David Carruthers (“the tenant”) for a period of two (2) years with a three (3) year option period.
- D. That the Chief Executive Officer be authorised to negotiate and finalise the terms of the Trustee Lease to be executed by Council and to do any other acts necessary to implement Council’s decision in accordance with section 13(3) of the *Local Government Act 2009*.

Report

19. COUNCILLOR TRAVEL AND TRAINING REQUESTS

With reference to a report by the Community Corporate Services and Risk Manager dated 12 January 2018 concerning councillor travel and training requests.

RECOMMENDATION

That Council, in accordance with the "Ipswich City Council Expenses Reimbursement" Policy, approve the councillor training/conference/workshop travel as detailed in Attachment A to the report by the Corporate Services and Risk Manager dated 12 January 2018.

Report

20. **PROPOSED RESUMPTION OF LAND, 254 BRISBANE STREET, WEST IPSWICH AND DESCRIBED AS LOT 2 RP23956 – DIVISION 7

With reference to a report by the Acting Senior Property Officer dated 15 December 2017 concerning the proposed resumption of part of the land located at 254 Brisbane Street, Ipswich and described as part of Lot 2 on RP23956 for strategic road purposes to facilitate the Brisbane Street, West Ipswich Interim Multi-Land Upgrade.

RECOMMENDATION

- A. That Council, having duly considered this report, be of the opinion that part of Lot 2 on RP23956 containing an approximate area of 9m² (shown in Attachment A of the confidential background details) ('the Land') is required for road purposes.
- B. That Council exercise its power as a "constructing authority" under the *Acquisition of Land Act 1967* to resume the Land for road purposes.
- C. That the Chief Executive Officer be authorised to negotiate compensation and perform any other matters, arising out of the *Acquisition of Land Act 1967* or otherwise, to effect the resumption of the Land.
- D. That if, in the opinion of the Chief Executive Officer, acquisition of the Land for appropriate compensation can be achieved through negotiation without commencing a resumption process, the Chief Executive Officer be authorised to acquire the Land for appropriate compensation.

Report

21. **PROPOSED RESUMPTION OF LAND, 55 BRISBANE STREET, IPSWICH AND DESCRIBED AS LOT 2 RP76498 – DIVISION 7

With reference to a report by the Acting Senior Property Officer dated 7 December 2017 concerning the proposed resumption of part of land located at 55 Brisbane Street, Ipswich and described as Lot 2 on RP76498 for strategic road purposes to facilitate the Marsden Parade realignment.

RECOMMENDATION

- A. That Council, having duly considered this report, be of the opinion that Lot 2 on RP76498 containing an approximate area of 513m² (shown in Attachment A of the confidential background details) ('the Land') is required for road purposes.
- B. That Council exercise its power as a "constructing authority" under the *Acquisition of Land Act 1967* to resume the Land for road purposes.
- C. That the Chief Executive Officer be authorised to negotiate compensation and perform any other matters, arising out of the *Acquisition of Land Act 1967* or otherwise, to effect the resumption of the Land.
- D. That if, in the opinion of the Chief Executive Officer, acquisition of the Land for appropriate compensation can be achieved through negotiation without commencing a resumption process, the Chief Executive Officer be authorised to acquire the Land for appropriate compensation.

Report

22. **PROPERTY ACQUISITION – 98A WINDLE ROAD, BRASSALL, DESCRIBED AS LOT 448 ON CH31188 – DIVISION 6

With reference to a report by the Senior Property Officer dated 3 January 2018 concerning the acquisition of 98A Windle Road, Brassall and described as Lot 448 on CH31188.

RECOMMENDATION

- A. That Council authorise the Chief Executive Officer to negotiate a contract of sale with the registered property owners, for Council to acquire the land at 98A Windle Road, Brassall described as Lot 448 on CH31188 and to do any other acts necessary to implement Council's decision to acquire this land in accordance with section 13(3) of the Local Government Act 2009.
- B. That Council resolve to enter into a contract of sale with the registered property owners to acquire, for open space purposes, the property located at 98A Windle Road, Brassall described as Lot 448 on CH31188, as detailed in the report by the Senior Property Officer dated 3 December 2018.

Report

23. **PROPOSED NEW LEASES FOR TELECOMMUNICATIONS PURPOSES VODAFONE NETWORK PTY LIMITED, 90-120 JONES ROAD, BELLBIRD PARK AND 81 STUART STREET, GOODNA – DIVISION 2

With reference to a report by the Acting Senior Property Officer dated 4 December 2017 concerning a number of proposals received from Vodafone Network Pty Limited (Vodafone) for new leases to commence 1 February 2017 over freehold land.

RECOMMENDATION

- A. That Council resolve to enter into 4 x 5 year consecutive leases of land for telecommunications purposes for a rent amount of \$19,000.00 per annum (excluding GST) by way of new lease arrangements between Council and Vodafone Network Pty Limited for the following properties:
 - 1. 90-120 Jones Road, Bellbird Park
 - 2. 81 Stuart Street, Goodna
- B. That Council resolve pursuant to section 236 (2) of the *Local Government Regulation 2012* (the Regulation) that the exemptions under sections 236 1(c)(vi) of the Regulation applies to Council on the disposal of the lease interest of the subject properties identified in A above, by way of a new lease arrangement between Council and Vodafone Network Pty Limited and that consideration for disposal of the lease is equal to the market value of the land.

- C. That the Chief Executive Officer be authorised to negotiate and finalise the terms of the proposed new lease arrangement as detailed in Recommendations A and B of the report by the Acting Senior Property Officer (Property Services) dated 4 December 2017 and do any other acts necessary to implement Council's decision in accordance with section 13(3) of the *Local Government Act 2009*.

Report

24. ****BUDGET AMENDMENT – DECEMBER 2017**

With reference to a report by the Finance Manager dated 4 January 2018 concerning an amendment of the 2017–2018 Budget.

RECOMMENDATION

- A. That the report be received and the contents noted.
- B. That the proposed amended budget 2017–2018, as detailed in Attachments A, B, C and D, to the report by the Finance Manager dated 4 January 2018, be adopted.

Report

25. ****REQUEST FOR RATES EXEMPTION OR CONCESSION FOR VEDANTA AT 7001 VEDANTA DRIVE, SPRINGFIELD LAKES**

With reference to a report by the Strategic Client Office Manager dated 9 January 2018 concerning a request by the property owner, Vedanta Centre of Sydney, for their properties at 96 Vedanta Drive and 7001 Vedanta Drive, Springfield Lakes to be exempted from general rates or granted a rate concession if an exemption is determined not to be applicable.

RECOMMENDATION

- A. That the property, Lot 706 SP 179281 PAR Stapylton, be considered ineligible for both a rates exemption and a rates concession for the period 23 October 2014 to 14 May 2015 resulting in rates of \$70,307.20 continuing to be due and payable.
- B. That exemption of rates be applied to the property described in assessment 178541, Lot 1, from 14 May 2015 resulting in a refund of rates of \$24,949.00 currently due and payable for the period from 14 May 2015 to 31 December 2017.
- C. That exemption of rates not be applied to the property described in assessment 178542, Lot 2, from 14 May 2015 resulting in rates of \$291,919.35 for the period from 14 May 2015 to 31 December 2017 continuing to be due and payable.

- D. That a General Rates Concession of 50% be recommended for the property described in assessment 178542, Lot 2, from 14 May 2015 resulting in a 50% refund rates of the General Rates component of \$291,919.35 billed for the period to 31 December 2017.
- E. That the Rates Concession Policy be amended such that the Concession applicable for eligible Charities, Incorporated Associations and Not for Profit Organisations is amended from a General Rates Concession of 100% to a General Rates Concession of 50%-100%.

Report

LATE ITEM

26. CBD REDEVELOPMENT

With reference to a report by the Executive Support Officer concerning a proposed new delivery model for the construction of Council's new Administration Building.

RECOMMENDATION

That the report be received and the contents noted.

Report

**Item includes confidential papers

and any other items as considered necessary.

City Management, Finance & Community Engagement Committee	
Mtg Date: 23.01.18	OAR: YES
Authorisation: Bryce Hines	

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2 January 2018

MEMORANDUM

TO: ACTING CHIEF OPERATING OFFICER (WORKS, PARKS AND RECREATION)

FROM: EXECUTIVE ASSISTANT

RE: DELEGATION REPORT - WRITE-OFFS AND REFUNDS FOR SUNDRY DEBT CHARGES – 1 OCTOBER 2017 TO 31 DECEMBER 2017

INTRODUCTION:

This is a report by the Executive Assistant dated 2 January 2018 concerning the exercise of the delegation entitled 'Power to Approve Write-Offs and Refunds for Sundry Debt Charges' for the period 1 October to 31 December 2017.

In relation to this delegation I advise as follows:


Power to Approve Write-Offs and Refunds for Sundry Debt Charges

Power delegated:

The power to approve write-offs and refunds up to a maximum of \$1,000.00 for sundry debt charges in respect to the Waste Services matters.

Action taken:

Attachment A outlines the exercise of delegation which was approved between 1 October and 31 December 2017.

Name of Attachment	Attachment
List of write-offs and refunds up to a maximum of \$1,000.00 for sundry debt charges during the period 1 October to 31 December 2017	 Attachment A

RECOMMENDATION:

That the report be received and the contents noted.

Sharon Smith
EXECUTIVE ASSISTANT

I concur with the recommendation/s contained in this report.

Bryce Hines
ACTING CHIEF OPERATING OFFICER (WORKS, PARKS AND RECREATION)

October - December 2017

A/C	Debtor Name	Invoice #	Date	Amt inc GST	Description	Reason for Write-Off
24306	Magnetic Engineering	148988	30/09/2017	\$1.00	Customer error	Underpaid by \$1
				\$1.00		
30816	Decina Bathroomware	145442	30/06/2017	\$0.01	Customer error	Underpaid by .01
				\$0.01		
30102	The Yellow Jersey	151807	30/11/2017	\$77.90	Comm refuse Bin 240L x 1/wk Industrial 3m3 cardboard x 1/bw	11/12/17 Bankruptcy Creditor notification received. Informal Proof of Debt form lodged
				\$77.90		
20525	Fatsea's	147582	30/08/2017	\$242.10	Industrial 1.5m3 x 2/wk	6/11/17 Bankruptcy notification received.
		148908	30/09/2017	\$215.20		
		148908	9/11/2017	-\$53.80	Part payment	
				\$403.50		
30907	BP Churchill	148074	31/08/2017	\$28.50	Comm refuse Bin 240L x 1/wk	Advised that business is closed. Currently suspended
		149387	30/09/2017	\$11.40		
				\$39.90		
31088	Viva Italia	142919	12/06/2017	\$164.00	Debit Adjustment as payment allocated to incorrect account. This account previously written off on 28/9/17	Debit Adjustment as payment allocated to incorrect account. This account previously written off on 28/9/17 as account had been terminated
				\$164.00		
31099	Pioneer Welding Maintenance	148172	31/08/2017	\$361.60	6m3 skip Industrial 3m3 x 1/wk	14/8/17 Notification received that the business has left the premises
				\$361.60		
30775	Collingwood Park Power AFL	149329	30/09/2017	\$2.20	industrial Rent F/L x 1 /wk	4/9/17 End of season notification
				\$2.20		
	TOTAL WRITTEN OFF DECEMBER 2017			\$1,050.11		

City Management, Finance and Community Engagement Committee	
Mtg Date: 23.01.18	OAR: YES
Authorisation: Caroline McMahon	

19 December 2017

MEMORANDUM

TO: COMMUNITY ENGAGEMENT MANAGER

FROM: COMMUNITY DEVELOPMENT PROJECT OFFICER

RE: CITY COUNTRY REFERENCE GROUP

INTRODUCTION:

This is a report by the Community Development Project Officer dated 19 December 2017 forwarding for Council's information the minutes of the meeting of the City Country Reference Group held on 5 October (Meeting No. 95).

POINTS OF INTEREST AND/OR ISSUES:

The City Management, Finance and Community Engagement Committee's attention is drawn to the following meeting items:

Meeting No.	Item Description
95	Guest Speaker, Tony Dileo, Infrastructure Planning Manager, gave a presentation on Council's iGo Transport Plan, which included details of current and future road development projects, including the Norman Street Bridge project.

BENEFITS TO COMMUNITY AND CUSTOMERS:


Provision of the City Country Reference Group meeting supports Council's commitment to enhancing the quality of life of its community and complements Council's Advance Ipswich and the Corporate Plan 2017–2022 Strategies and Goals, in particular Community Spirit and Wellbeing by:

- Σ Providing equitable access and avenues for all residents of Ipswich to participate and contribute to decisions made in their community.
- Σ Encouraging residents to identify the needs of the community.

CONSULTATION:

The minutes have been approved by the Chairperson of the City Country Reference Group and have been adopted by the City Country Reference Group at the meeting held Thursday, 7 December 2017.

ATTACHMENTS:

Name of Attachment	Attachment
Attachment A - Minutes of the City Country Reference Group No. 95	 Attachment A

RECOMMENDATION:

That report be received and the contents noted.

Sarah Sheehy
COMMUNITY DEVELOPMENT PROJECT OFFICER

I concur with the recommendation contained in this report.

Abbey Richards
MANAGER, COMMUNITY ENGAGEMENT

I concur with the recommendation contained in this report.

Caroline McMahan
CHIEF OPERATING OFFICER (ARTS, SOCIAL DEVELOPMENT & COMMUNITY ENGAGEMENT)

**MINUTES OF THE MEETING OF THE
RURAL CONSULTATIVE COMMITTEE
Meeting Number 95**

Date and Time	Thursday 5 October 2017
Location	Humanities Centre Café
Chairperson	Cr David Pahlke
Attendees	Cr David Pahlke, Cr Kerry Silver, Christine Ryan, George Hatchman, Ian Dainer, Jack Else, Rodney Smith.
Apologies	Mayor Andrew Antonioli, Barry Thorne, Des Jones, James Sedman, John Byrne, Margaret Daniell, Peter Callcott, Simeon Hoffman.

Item No.	Agenda Item	Discussion (Minutes)	Actions Required
	Welcome	Cr David Pahlke welcomed everyone to the meeting.	
	Guest Speaker	Tony Dileo - Infrastructure Planning Manager Tony presented a powerpoint presentation on the iGo Transport Plan, which included details of current and future road development projects, including the Norman Street Bridge project (see attached).	
	Adoption of previous minutes	Rod Smith moved that the minutes from the August 2017 meeting are a true and correct record. Seconded by Ian Dainer. cd.	
	Business arising from previous minutes	Limestone Hill Ziggurats Update The advice received from David Horseman states: "I can confirm that the Cunningham's Knoll ziggurats have been formally inspected by a heritage consultant, with the advice provided being that the ziggurats neither require, nor are recommended, to be cleaned. They are in appropriate condition and appearance for their construction, material and age."	
		Celebrating 100th meeting of the Committee A suggestion was made to invite past members for a lunch and possibly a tour of significant areas of Ipswich. It was decided that past and current members would be invited to a tour of the Aviation Heritage Museum followed by lunch at the Walloon Saloon. Final details would be discussed at future meetings.	
		Fencing for Heritage Homes James Sedman brought this up briefly at the July meeting. Sarah has emailed the Ipswich Planning Scheme, Part 12 Division 10 – Character Code to James Sedman.	
	General Business	Wildey Street Wildey Street, Raceview, is an extremely busy road, however there is a	

Item No.	Agenda Item	Discussion (Minutes)	Actions Required
		<p>section of the road that does not have kerb and channelling, which is along the front of the property at 141 – 155 Wildey Street. A community Christmas event is held each year in the Wallace family property and this section of road gets very muddy during wet weather.</p> <p>Cr Silver has confirmed that as suggested, as the property is quite a large property, there is the potential for future subdivision, which has an impact on kerb and channelling at the moment. If this property were to ever be sold, the Developer would be expected to pay for the kerb and channelling.</p>	
		<p>Council Committee Chairs Update</p> <p>Cr Pahlke is now Chair of the Libraries and Tourism Committee. Cr Silver is Chair of the Conservation and Environment Committee.</p>	
		<p>Ripley Road Barricades</p> <p>Cr Silver confirmed that the barricades have now been removed.</p>	This matter is now closed.
		<p>Future CBD</p> <p>Jack Else wondered if a risk assessment has been done for the water feature to minimise risk of infection. This question will be raised when we have a Guest Speaker on the CBD plans.</p>	
		<p>New Suburb Signage</p> <p>George Hatchman asked if the new suburb signage was being rolled out in the country areas of Ipswich.</p>	Sarah will seek advice around the roll out plans.
		<p>Community Events</p> <p>There was a query regarding events being held in Heit Park, Willowbank, e.g. Movies in the Park, etc. Cr Pahlke replied that community groups and organisations can hold events in parks, they just need to book the park, ensure they have adequate Public Liability Insurance and the funds for the event. The Councillors noted that Council holds Movies in the Park and move these around the 10 Divisions.</p>	
	<p>Future Topics for discussion</p>	<ul style="list-style-type: none"> • Healthy Land and Waterways – water catchments • South East Qld Regional Plan • Town Planning Scheme • Visit to Safe City • Visit to Call Centre • Economic Development 	
	<p>Next Meeting</p>	<p>Thursday 7 December, 1.00pm at Dovetails.</p> <p>Guest Speaker: Luke Peereboom Program Director Ipswich CBD Transformation</p>	
	<p>2018 Meeting Dates</p>	<p>Meeting 97 – 1 February Meeting 98 – 6 April</p>	

Item No.	Agenda Item	Discussion (Minutes)	Actions Required
		Meeting 99 – 7 June Mtg 100 – 2 August Meeting 101 – 4 October Meeting 102 – 6 December	
	Meeting closed	5.14 pm	

City Management, Finance and Community Engagement Committee	
Mtg Date: 23.01.2018	OAR: YES
Authorisation: Caroline McMahon	

18 December 2017

MEMORANDUM

TO: COMMUNITY ENGAGEMENT MANAGER

FROM: COMMUNITY GRANTS OFFICER

RE: ALLOCATION OF COMMUNITY DONATIONS TO 31 DECEMBER 2017

INTRODUCTION:

This is a report by the Community Grants Officer dated 18 December 2017 concerning the allocation of Community Donations.

In line with the Community Donations Policy, allocation of Community Donations for the period ended 31 December 2017 are reported in Attachment A. All donations exceeding \$250.00 are required to be acquitted by the applicant within a three (3) month time frame. Acquittals received can be made available on request.

BENEFITS TO COMMUNITY AND CUSTOMERS:


Provision of Community Donations supports Council's commitment to enhancing the quality of life of its community, is consistent with and complements Advance Ipswich and Corporate Plan 2017–2022 Strategies and Goals by:

- ∑ Providing equitable access and avenues for all residents of Ipswich to participate and contribute to decisions made in their community.
- ∑ Encouraging residents to identify the needs of the community and provide a caring environment with particular attention to youth, families, people with a disability, older people, and people from cultural and linguistically diverse backgrounds.
- ∑ Increasing opportunities for active participation in community life.
- ∑ Enhancing community belonging and pride.
- ∑ Enhancing community capacity.

FINANCIAL IMPLICATIONS:

Funding for provision of Community donations is contained in the Community Engagement Branch 2017–2018 budget.

ATTACHMENT:

Name of Attachment	Attachment
Attachment A - Community Donations Report Refer: November and December Tabs	 Attachment A

RECOMMENDATION:

That the report be received and the contents noted.

Josie Berry
COMMUNITY GRANTS OFFICER

I concur with the recommendation contained in this report.

Abbey Richards
COMMUNITY ENGAGEMENT MANAGER

I concur with the recommendation contained in this report.

Caroline McMahon
CHIEF OPERATING OFFICER (ARTS, SOCIAL DEVELOPMENT AND COMMUNITY ENGAGEMENT)

Community Donations					
Date	Division	Applicant	Amt Allocated	Total Amt	Description
30/11/2017	Division 3	Riverview State School		\$600.00	Offsetting Year 6 Graduation Costs for Parents
30/11/2017	Division 3	Auscongo Network		\$321.50	Tables and Chairs for Fundraising Event
30/11/2017	Division 5	Tigers Softball Club Inc.		\$2,000.00	Softball Equipment and Junior and Senior Presentation
30/11/2017	Division 10	Rosewood Uniting Church		\$300.00	Catering for Morning Tea for Arnold Rieck Walk Sign Unveiling
30/11/2017	Division 1	Southside Stingers Softball Club		\$150.00	U15 Softball Tournament
1/12/2017	Division 3	Redbank Palms Residents Association		\$2,113.50	Furniture for Recreational Area
1/12/2017	Division 9	Ipswich & West Moreton Beekeepers Association		\$150.00	Removal of Bee Hive at Ipswich General Cemetery
1/12/2017	Citywide	Ipswich Prostate Cancer Support Group		\$350.00	Offsetting Organisational Administration Fees
1/12/2017	Citywide	Woogaroo & District Meals On Wheels Inc.		\$500.00	Client Meal Service Fees
1/12/2017	Division 10	Native Plants Qld Ipswich Branch		\$400.00	Gazebo Shade Shelters
1/12/2017	Division 2	Goodna & Districts Rugby League Football Club		\$250.00	Bill Bowtell Memorial Event
1/12/2017	Division 9	Redbank Plains State School		\$250.00	Reading Awards
1/12/2017	Division 6	Dancetime Studio		\$800.00	Fundraising - Brassall Christmas Cleanup
5/12/2017	Citywide	Lions Club of Rosewood		\$20,000.00	Rosewood Christmas Decoration Installation
30/11/2017	Citywide	Redbank State School P&C Association	\$750.00		Continuation of Establishing Garden Club
	Division 3		\$250.00		
	Division 2		\$805.00		
				\$1,805.00	
30/11/2017	Citywide	Christmas in the Park Committee	\$500.00		2017 Brassall Christmas in the Park
	Division 1		\$500.00		
	Division 10		\$400.00		
	Division 2		\$500.00		
	Division 3		\$500.00		
	Division 4		\$200.00		
	Division 5		\$500.00		
	Division 6		\$6,000.00		
	Division 8		\$500.00		
	Division 9		\$250.00		
				\$9,850.00	
30/11/2017	Citywide	Western Pride Football Club	\$250.00		Junior Trophy Presentations
	Division 2		\$250.00		
				\$500.00	
30/11/2017	Division 3	Marburg Mt Crosby Thunder Cricket Club	\$250.00		Cricket Carnival Costs
	Division 10		\$100.00		
	Division 5		\$250.00		
				\$600.00	

1/12/2017	Citywide	Ipswich Awakening	\$525.00		Ipswich Christmas Day Community Dinner
	Division 1		\$100.00		
	Division 10		\$125.00		
	Division 3		\$250.00		
	Division 4		\$200.00		
	Division 5		\$200.00		
	Division 6		\$200.00		
	Division 7		\$200.00		
	Division 8		\$200.00		
				\$2,000.00	
1/12/2017	Citywide	Thaai Tamil School Queensland	\$1,000.00		2018 Pongal Festival
	Division 1		\$200.00		
	Division 2		\$200.00		
	Division 5		\$100.00		
				\$1,500.00	
7/12/2017	Division 10	Rosewood & District Support Centre Inc		\$500.00	Christmas Cheer Hampers
7/12/2017	Division 10	Ashwell State School		\$206.45	Year 6 Graduation Books
8/12/2017	Division 10	Deebing Heights State School P&C Association		\$250.00	Year 6 Graduation Books
8/12/2017	Citywide	Liworaji Aboriginal Corporation		\$3,667.00	Rent for Organisation Premises
8/12/2017	Division 6	Ipswich Community Band Inc.		\$4,000.00	Music Equipment and Music Charts
8/12/2017	Division 10	Rosewood & District Ministers Association		\$350.00	Rosewood Community Carols Expenses
8/12/2017	Division 3	Redbank Plains State High School		\$500.00	Transport for Students to Competition
8/12/2017	Citywide	White Ribbon Australia	\$100.00		Miss Teen Diamond Australia 2018 Fundraising Event
	Division 1		\$100.00		
	Division 3		\$100.00		
	Division 5		\$100.00		
	Division 7		\$100.00		
				\$500.00	
8/12/2017	Citywide	Redbank Plains State High School	\$1,000.00		New Bike for Pedal Prix Program
	Division 1		\$200.00		
	Division 3		\$1,200.00		
	Division 7		\$100.00		
				\$2,500.00	
8/12/2017	Division 10	Goolburri Aboriginal Health Advancement Co. Ltd.	\$100.00		Christmas Party for Carers and Children
	Citywide		\$250.00		
	Division 1		\$100.00		
	Division 3		\$250.00		
	Division 4		\$100.00		
	Division 5		\$100.00		

	Division 7		\$100.00		
				\$1,000.00	
8/12/2017	Citywide	Auscongo Network	\$200.00		Gift Wrapping Materials for Community Fundraiser
	Division 2		\$200.00		
	Division 3		\$200.00		
	Division 9		\$200.00		
				\$800.00	
8/12/2017	Citywide	Brothers Football Club Ipswich Inc.	\$1,500.00		Fielding of a Senior Women's Rugby League Team
	Division 4		\$2,500.00		
				\$4,000.00	
14/12/2017	Division 10	Walloon State School P&C		\$200.00	Nerf Battle Event
14/12/2017	Division 10	Rosewood State School		\$407.00	Year 6 Graduation Books
14/12/2017	Division 6	Ipswich Jets Football Club		\$10,000.00	Junior Development Program
14/12/2017	Division 7	St Pauls Anglican Parish of Ipswich		\$500.00	Christmas Decorations and Planting Materials
14/12/2017	Division 7	CYMS St Edmunds Swimming Club		\$1,000.00	Club Trophies and 2018 Presentation Night
14/12/2017	Division 2	Ipswich Community Care Fund Inc.		\$500.00	Food and Toy Hampers
15/12/2017	Division 10	Rosewood & District Support Centre Inc		\$600.00	Girl Guides Hut Access Joint Community Project
15/12/2017	Division 9	Springfield Lakes Nature Care Inc		\$500.00	Torches for Toadbusting Nights and Clean up Australia Day
15/12/2017	Division 10	Walloon State School		\$1,000.00	Yarning Circle
14/12/2017	Citywide	Rosewood Bowls Club Inc.	\$500.00		Replacing Team Shirts Bearing Support from Former Mayor
	Division 10		\$500.00		
				\$1,000.00	
14/12/2017	Citywide	The Salvation Army Bundamba	\$100.00		Browns Park Christmas Party for The Homeless
	Division 1		\$100.00		
	Division 3		\$250.00		
	Division 7		\$100.00		
	Division 8		\$100.00		
				\$650.00	
14/12/2017	Citywide	St Edmunds College	\$900.00		Student Participation in 2017 Rugby League Carinival
	Division 7		\$300.00		
				\$1,200.00	
15/12/2017	Citywide	Swifts Rugby League Football Club Inc	\$250.00		Administration of Club
	Division 1		\$100.00		

	Division 10		\$250.00		
	Division 5		\$250.00		
				\$850.00	
15/12/2017	Citywide	Queensland Railway Institute Social Bowls Club	\$150.00		Hiring of Humanities Centre Meeting Room
	Division 7		\$100.00		
				\$250.00	
			Total	\$ 81,370.45	

City Management, Finance and Community Engagement Committee	
Mtg Date: 23.01.18	OAR: YES
Authorisation: Gary Kellar	

A4575141

4 January 2018

MEMORANDUM

TO: MAYOR AND MEMBERS OF CITY MANAGEMENT, FINANCE AND COMMUNITY
ENGAGEMENT COMMITTEE

FROM: ACTING CHIEF EXECUTIVE OFFICER

RE: EXECUTIVE SECRETARIAT UPDATE

INTRODUCTION:

This is a report by the Acting Chief Executive Officer providing an update on the Chief Executive's Office for the month of December 2017.

BACKGROUND:

The Executive Secretariat consists of the Executive Office, Mayoral Office, Executive Research, Internal Audit and Legal Services.

Following is a summary of activities for each area:

Executive Office

Governance Review

The Administrative Working Group is continuing to progress the implementation of the recommendations from the Governance Review. Attached is an update of progress to each of the recommendation areas (refer Attachment A).

Representative Duties

The role of the Chief Executive Officer at Ipswich City Council contains significant responsibilities in terms of representative duties on numerous bodies, companies, steering committees and forums both for the purposes of direct input into the decision making and to obtain understanding through an observation role of matters pertinent to the Council. Before taking leave in early December 2017 the CEO attended the following forums and deputations:

∑ Council Ordinary Meeting

- ∑ Inspection tour of Ipswich key developments with City Planner
- ∑ Ipswich Commercial Annual General Meeting
- ∑ Line of Sight Roadshows with branches
- ∑ Queensland Rugby League Football Club League Limited deputation
- ∑ City of Ipswich Defence Industry Strategy Development Workshop

In my absence the Acting Chief Executive Officer continued catch-up meetings with direct reports to discuss operational issues in areas and progressed the external review of Council's controlled entities.

Attachment B provides a list of delegations the Acting CEO exercised as per Council resolutions.

Emerging Issues

CBD Redevelopment

Discussions have been held with epc.Pacific regarding options available to Council. The advisory consultants will review the options and provide an analysis on the financial impact to Council of the options to permit an informed decision by Council.

Review of Controlled Entities

McGrath Nicol and Queensland Treasury Corporate are continuing the business and financial review of the controlled entities. The final report is expected by the end of January 2018.

Staffing

Two new staff members have been appointed in the Office of the CEO. Renee Joliffe will undertake the role of Administrative Support Officer and Kylie Reynolds will undertake the role of Administration Officer.

Executive Research

For the month of December 2017, the Executive Research Office handled 28 new requests for assistance with 34 matters resolved and 15 still ongoing. Most complaints are generally in relation to parking, neighbourhood disputes, new developments, road maintenance and stormwater.

Early 2018 will bring preliminary work in preparation for the divisional boundary review that is required to be undertaken prior to the quadrennial Local Government elections in 2020.

Work is continuing with the implementation of elements of the Governance Review. Further draft policies are being worked on across a range of areas, with a consultation workshop to be held in 2018 with a view to finalising a number of items including "Code of Conduct for Councillors".

Internal Audit

Current issues Internal Audit have been focussed on include:

- ∑ Arboriculture Audit Report – final version awaits release
- ∑ Residential Swimming Pools Audit Report – released

- ∑ Security and Safety Cameras Audit Report – being finalised
- ∑ Waste Business Management Services Audit – in progress
- ∑ Macro control opinion - in progress
- ∑ Human Resources Information Systems Project - ongoing
- ∑ Numerous internal investigations ongoing and assistance to Crime and Corruption Commission and Queensland Police Service being provided in relation to external investigations.
- ∑ As at 8 January 2018 (closing date) 43 applications have been received for the position of Audit and Risk Committee Member, which was advertised by Council prior to Christmas 2017

Legal Services

Legal Requests:

- ∑ From 1 December 2017 – 31 December 2017 the legal branch has received 15 additional legal requests, one of which has been outsourced.
- ∑ Five of these matters were “High” priority, six were “medium” priority, two were “low” priority and the remaining two are “ongoing”.
- ∑ Of the legal requests received since 1 December 2017; 20% have been received from Executive Secretariat; 20% from FCS and 20% from WPR.
- ∑ File numbers for the period 1 July 2017 – 31 December 2017 is 165.

New prosecution/litigation matters:

- ∑ There are 5 matters listed for review at the next Prosecution Panel Meeting.
- ∑ An additional Planning and Development Appeal has also been received with respect to ICC’s decision to refuse a Development Application to change the use of 6 Stella Street, Camira from a dwelling to a medical centre.

Ongoing projects and litigation:

- ∑ There are currently 14 ongoing prosecution matters regarding matters of unlawful development, traffic and animal related offences.
- ∑ There are currently fewer than ten ongoing Planning & Environment Court and Court of Appeal planning matters. In short these relate to WMI, Lipoma/LEDA, Cherish, permissible change applications, conditions appeals and appeals against refusals.
- ∑ CCC investigations.
- ∑ Advice and review of agreements concerning V8 Supercars.
- ∑ CBD re-development.

Staff:

- ∑ All staff have taken a well-deserved break over the December/January period.
- ∑ Tony Dunleavy acted up into the City Solicitor/General Counsel position in the absence of the City Solicitor.
- ∑ Allison Ferres-Macdonald also took responsibility for the team for a short period of time in the absence of the City Solicitor and Deputy City Solicitor.
- ∑ Allison Ferres-Macdonald remains scheduled to commence a period of maternity leave on 26 January 2018.
- ∑ Kevin Lynch, solicitor, commenced a 3 month temporary contract on 14 November 2017. It is intended that his contact be extended for a further 3 months upon completion of the existing contract. This is to ensure Legal Services continues to meet workload and to address staff absence.

- Σ Fiona O’Neill, Dan’s EA and Paralegal has resigned to take a similar role with Queensland Health. The recruitment process has commenced with a suitable replacement to commence as soon as possible.

Attachments

Name of Attachment	Attachment
Attachment A – Implementation of the Corporate Governance Review Recommendations status report	 Attachment A
Attachment B – CEO delegations exercised under Council resolution	 Attachment B

RECOMMENDATION:

That the report providing the activities of the Office of the Chief Executive Officer be received and the contents noted.

Gary Kellar
ACTING CHIEF EXECUTIVE OFFICER

GOVERNANCE REVIEW IMPLEMENTATION - PROGRESS REPORT

#	Recommendation	Responsible Department/Branch	Status	Progress Comments 18 December 2017
1	Council consider the re-introduction of a Code of Conduct for Councillors as a public expression of its commitment to ethical governance.	Corporate Services ICT Human Resources	In Progress	For Items 1, 2 and 3 - A report to February 2018 Policy and Admin Advisory Committee providing a suite of integrity policies for review - Code of Conduct, Conflict of Interest guidelines, Public Records and Acceptable Requests Guideline, Guide to dealing with developers and lobbyists. (Dan to review COI process and provide update)
2	The CEO consult with the executive team to review the extent of councillor/staff contact contained in the "red box" lists to ensure nominated contacts within the organisation have sufficient level of responsibility and accountability to advise and inform Councillors accurately and reliably in a manner consistent with management policy. Following the review the CEO advise Council on changes desirable to the Reasonable Requests Guidelines.	Executive Team	In Progress	See Item 1 above - Oracle is updated every 6 months. Next update scheduled for 5 December. ACEO to provide advice on whether to proceed for 5 December update.
3	The CEO ensure that effective guidelines are promulgated to Councillors and employees (including relevant training) outlining their respective responsibilities in recognising, avoiding and responding to inappropriate approaches under the Reasonable Request Policy.	Corporate Services Human Resources Corporate Services Human Resources IMU - Training Unit Corporate Services	In Progress	See Item 1 above. Acceptable Requests Guidelines Policy drafted and sent to CFO for review. ACEO requested electronic version - this has been sent.
4	The CEO take action to achieve more effective compliance with Section 295 of the Local Government Regulation 2012 by publishing identifiable and consolidated Register of Interests for Councillors with clear links from the Councillor information page of the Council's website.	Executive Office ICT	In Progress Completed	In progress - most councillors have provided feedback or consolidated registers of interest - will leave til the New Year in case any more come in over the Christmas Period. If nothing comes in will complete.
5	The CEO instruct Minutes Clerks when recording Councillors' declaration of conflicts of interest to record the Committee Report Item number and the topic or subject heading to fairly identify the context of the declared conflict of interest	Legal Corporate Services - Committee Team	Completed	Dan Best prepared briefing note to ACEO for review re Conflicts of Interest and Material Personal Interest. Completed committee activities re: COI - this is now occurring for every COI.
6b	Council partition the Committee agenda into matters to be dealt with in option session and matters to be dealt with in closed session, subject to listing the topic headings in the publicly available Committee agenda.	Corporate Services - Committee Team	Completed	Completed - Have implemented a process and seems to work well. EA's updated at 8 December EA meeting. All Depts now on board.
6c	When reaching the Items on the Committee agenda that are to be dealt with in closed session, a motion should be moved that the Committee move into closed session to consider the nominated items on the agenda	Corporate Services - Committee Team	Completed	Completed - Have implemented a process and seems to work well. Councillors are now moving and seconding for moving into closed session and moving into open session and committee is recording accordingly.
6d	Having returned from Closed session a motion should be moved specifying the actual recommendations from the closed session in respect of each matter considered and for those recommendations to be voted on, individually or collectively.			

#	Recommendation	Responsible Department/Branch	Status	Progress Comments 18 December 2017
6e	The motions, recommending those recommendations to the Council, having been carried, the reports considered in Closed session should be committed to the public record of the Committee meeting for public disclosure, except in circumstances where the Committee recommends the report be deemed confidential in keeping with the definitions in Section 275 of the Local Government Act 2009	Corporate Services - Committee Team	Completed	Completed - Have implemented. Unless the committee determine that the confidential papers can be committed to the public record everything confidential stays confidential.
6f	This procedure for dealing with matters in closed session be also applied to the Council's other Committees as and when required.	Corporate Services - Committee Team	Completed	Completed - Have implemented as per above.
7	Council adopt the practice of publishing on its website all reports considered by Committees and all Committee reports submitted to Council including officers' recommendations, Committee recommendations as well as Council's formal resolutions, in order to provide full transparency of its decision making	Corporate Services - Committee Team and Risk & Insurance Team	Completed	Completed - Have implemented and working well.
		ICT	Completed	
8	Council improve public information on its website by incorporating a page containing a list of all adopted and current policies together with links to the actual documents for accessible inspection by inquirer	ICT	In Progress	Completed - A- Z Table of contents now included on Website.
		Corporate Services		
9a	The CEO review the conditions of the delegated power to decide applications under the Planning Act to avoid any risk of consultation with Councillors being interpreted as directing employees or exercising undue influence.	COO of P & D [consult with other COOs]	In Progress	CEO has received report from John Adams - CEO to review.
9b	The CEO prepare a program to incorporate in Council induction and CPD programs including awareness training in relation to workplace behaviour including preventing undue influence of delegated authority decisions, bullying and harassment.	Human Resources / Corporate Services Executive Secretariat		
10	Council revisit the recommendations of the QAO and Internal Audit in relation to the Procurement function and reconcile those recommendations with the implementation plan for the new Procurement Framework.	Procurement	In Progress	Working towards 31 March 2018. All previous recommendations have been reviewed and a gap analysis with implemented framework and actions has being drafted to enable preparation of a detailed action plan.
		Internal Audit		
11	The Audit Plan element for examination of the Council's Procurement function be retained in the 3 year plan and continue to monitor the implementation of the new Procurement Framework, to provide ongoing review of its effectiveness.	Procurement Internal Audit	Scheduled	CFO to review the project plan to consider and establish a service agreement with Departments - Aiming for January 2018. To be reviewed as part of ongoing implementation / embedding of procurement issues,
12	The CEO review the Claim Form for use by Councillors in submitting expenditure for reimbursement to include declarations as to the compliance of the claim with Council policy and to provide for notations concerning the deduction of disallowed items.	Finance	In Progress	on-going - to be drafted for approval in Dec

#	Recommendation	Responsible Department/Branch	Status	Progress Comments 18 December 2017
13	Council review its arrangements for the City Wide and Divisional Allocations particularly in relation to funding for community purposes to align more closely with the transparency and accountability requirements of Section 109 of the Local Government Act 2009 and Section 202 of the Local Government Regulation 2012.	COO of ASDCE	In Progress	Workshops scheduled for Jan/Feb 2018.
14	The CEO extract relevant matters from this report to include in the executive office risk register and develop appropriate risk mitigation strategies to deal with them.	Corporate Services	In Progress	Risk register being compiled in early 2018
15	The CEO formulate guidelines for the assessment of correspondence likely to be regarded as a public record and provide Councillors and their administrative assistants with a convenient process to enable a capture of relevant material.	Corporate Services Information Management Unit	In Progress	Continue to liaise with records unit to establish structure in early 2018. Once structure sorted will run meetings with Divisional offices to discuss. Veronica Pringle & Vicki Lukritz visited Logan City Council to view records management and divisional offices.
16	Council proceed to implement the recommendations of the Internal Audit unit in relation to controlled entities.	Finance Executive Team	In Progress	
17	The charter of Council's Audit Committee be expanded to include risk management and the committee's name be altered to the Audit and Risk Management Committee.	Corporate Services Internal Audit Audit Committee Chair	Completed	Completed - Charter was sent to committee for adoption and name of Audit committee changed to Audit and Risk Management Committee.
18	The CEO arrange for procedures concerning the reception of the Observation Report to include a procedure for the Mayor to present the report to the next ordinary meeting of the local government after being received and the staff of the Mayor's office be alerted to this requirement.	Finance/ IMU	In Progress	CEO to ensure Mayor's office understands process.
19	The CEO consult with the Mayor to convene working parties to develop the approved implementation plan for any changes endorsed from this review and a formal project plan be compiled to manage the implementation.	Executive	In Progress	CEO to convene meeting prior to close of agenda items for January meetings with the aim of providing an update report to committee.
20	Review of Local Law & Sub-ordinate Local Law & Procedures for conduct of Council/Committee meetings	HSRS Corporate Services	In Progress	Vicki to review in December/January period.
21	Review of formatting of reports to Committee & Council	Corporate Services	In Progress	Will begin review in December/January. Vicki to provide examples to discuss with ACEO
22	Review all Policies for currency and accuracy and accessible publication on website	Corporate Services	In Progress	In progress - Policies for review identified and circulated to Departments/Branches for review. Will continue with usual review process thereafter
23	Review of Delegations	TBA	On Hold	

#	Recommendation	Responsible Department/Branch	Status	Progress Comments 18 December 2017
24	Performance Management System	ICT / HR	In Progress	Tim Allen (ICT Manager) presented new HRIS System to ET Meeting on 7 December 2017.
25	Review of Complaints Management System/Framework	Corporate Services / Legal Branch	In Progress	Complaints Management Framework document submitted to CEO on 8 November 2017. CEO to review and provide feedback. Otherwise continuing to create scripts, file structures and intranet content for implementation in 2018.

Council Meeting Date	Meeting	Resolution No. and Title	Resolution contains: oxford	Action Officer	Date Completed	Comments
10/20/2017	CMFCE Ctee	11. CUSTOMER SERVICES DELIVERY FOR IPSWICH CITY COUNCIL - PROPOSED ARRANGEMENTS FROM 7 NOVEMBER 2017	<p>A. That Council resolve to enter a Service Delivery Contract with LGE Operating Company Pty Ltd trading as Peak Services for the delivery of the Customer Excellence Proposal on terms generally in accordance with those detailed in the report by the Chief Financial Officer dated 27 September 2017.</p> <p>B. That the Chief Executive Officer be authorised to negotiate and finalise the terms of the Service Delivery Contract with LGE Operating Company Pty Ltd trading as Peak Services for the delivery of the Customer Excellence Proposal and to do any other acts necessary to implement Council's decision in accordance with section 13(3) of the Local Government Act 2009.</p> <p>C. That Council resolve to enter a Service Delivery Contract with LGE Operating Company Pty Ltd trading as Peak Services for the delivery of the After Hours Call Centre Services on terms generally in accordance with those detailed in the report by the Chief Financial Officer dated 27 September 2017.</p> <p>D. That the Chief Executive Officer be authorised to negotiate and finalise the terms of the Service Delivery Contract with LGE Operating Company Pty Ltd trading as Peak Services for the delivery of the After Hours Call Centre Services and to do any other acts necessary to implement Council's decision in accordance with section 13(3) of the Local Government Act 2009.</p> <p>E. That Council resolve to enter a Contract to supply LGE Operating Company Pty Ltd trading as Peak Services with accommodation and services in the Customer Services Centre generally in accordance with those detailed in the report by the Chief Financial Officer dated 27 September 2017.</p> <p>F. That the Chief Executive Officer be authorised to negotiate and finalise the terms of the Contract to supply LGE Operating Company Pty Ltd trading as Peak Services with accommodation and services in the Customer Services Centre and to do any other acts necessary to implement Council's decision in accordance with section 13(3) of the Local Government Act 2009.</p>	CFO cc CEO, Procurement Manager	11/7/2017	Negotiations and contracts with Peak Services concluded in accordance with Council Resolution. CEO signed contract on 5 December 2017
11/14/2017	WPS	8. 16-17-016 – WASTE DISPOSAL SERVICES CONTRACT AWARD	<p>A. That Council enter a Preferred Supplier Arrangement for the supply of a Waste Disposal Service with the following suppliers:</p> <ol style="list-style-type: none"> Cleanaway Waste Management Pty Ltd REMONDIS Australia Pty Ltd <p>B. That Council is satisfied that the preferred supplier arrangement has been made in compliance with section 233 (3) to (8) of the Local Government Regulation 2012.</p> <p>C. That Council is satisfied under s233 (7) of the Local Government Regulation 2012 that it will receive better value for money if the Preferred Supplier arrangement is for a period of more than two years and that the period of the preferred supplier arrangement be two (2) years plus a further two (2) periods of up to twelve (12) months each.</p> <p>D. That Council enter into a contract with those suppliers referred to in Recommendation "A" setting out the terms of the preferred supplier arrangement.</p> <p>F. That the Chief Executive Officer be authorised to negotiate and finalise the term of the contract to be executed by Council and to do any other acts necessary to implement Council's decision in accordance with section 13(3) of the Local Government Act 2009.</p>	COO(WPR) cc Barbara Clarke, CEO	Further contracts to be executed	The Contract with Cleanaway was executed on the 12 December 2017 by Acting CEO John Adams.
11/14/2017	CMFCE Ctee	22. ACQUISITION OF VACANT LAND – 85 OXFORD STREET, NORTH BOOVAL DESCRIBED AS LOT 2 ON RP167679 – DIVISION 4	<p>A. That Council authorise the Chief Executive Officer to negotiate a contract of sale with the registered property owner, Peter Dewei Wang, for Council to acquire the land at 85 Oxford Street, North Booval described as Lot 2 on RP167679 and to do any other acts necessary to implement Council's decision to acquire this land in accordance with section 13(3) of the Local Government Act 2009.</p> <p>B. That Council enter into a contract of sale with Peter Dewei Wang to acquire, for open space purposes, the area of vacant land located at 85 Oxford Street, North Booval described as Lot 2 on RP167679, as detailed in the report by the Senior Property Officer dated 12 October 2017.</p>	CFO cc Leisa Liggett, CEO	12/22/2017	20.11.17 CEO signed contract of sale. Contract executed by Vendor and settlement scheduled for 22.12.17 CEO signed Direct Payment Form for settlement on 22.12.17.

City Management Finance and Community Engagement Committee	
Mtg Date: 23.01.18	OAR: YES
Authorisation: Gary Kellar	

12 January 2018

MEMORANDUM

TO: CHIEF EXECUTIVE OFFICER

FROM: SENIOR ADVISOR

RE: NANTOU COUNTY, HSINCHU COUNTY, SMART CITY DELEGATION 2018

INTRODUCTION:

This is report by the Senior Advisor dated 12 January 2018 concerning an invitation by our Taiwanese Sister Cities (Hsinchu and Nantou Counties) to Mayor Andrew Antoniulli to lead a delegation to Taiwan (Republic of China) March 21-29 2018.

BACKGROUND:

The City of Ipswich has a long standing and evolving relationship with Nantou County and Hsinchu County with ratified Sister City and Region to Region agreements.

- ∑ 21 April 1994: Hsinchu County region-to-region agreement signed
- ∑ 06 June 2015: Hsinchu County revision of region-to-region agree signed in Ipswich with Chiu Ching Chun, Magistrate, Hsinchu County Government.
- ∑ 21 September 2016: Sister City Covenant signed in Nantou County with Lin Ming-Chen, Magistrate, Nantou County.
- ∑ 2 May 2017: Ipswich City Council hosts a Nantou delegation led by Chen Jeng-Sheng, Deputy Governor investigating business, educational and tourism opportunities.
- ∑ Ipswich Chamber of Commerce & Industry develops positive working partnership with the Australian Taiwanese Chamber of Commerce (QLD).

Following the 2017 by-election, Mayor Andrew Antoniulli has been invited by both County Magistrates (Mayors) to lead a delegation to further develop these important relationships.

Australian exports to Taiwan are worth \$7.6 billion annually; recognised by DFAT as an important Australian trading partner. The continuing Sister City and Region to Region agreements provide an advantageous and direct link between our regions to facilitate economic, cultural and civic opportunities for the benefit of all signatories.

The estimated travel and accommodation budget for ICC delegates is \$2,780 (due to offers of complimentary conference airfares and accommodation). Please note this budget excludes allowances which will be calculated at the conclusion of the delegation.

BENEFITS TO COMMUNITY AND CUSTOMERS:

To maximise the benefit to Ipswich, the Mayor has extended an invitation to the Ipswich Chamber of Commerce and the Australian Taiwanese QLD Chamber of Commerce, who represent a wide range of stakeholders to join this delegation. Both chamber presidents have indicated they will join the delegation pending Council approval. The proposed delegation will consist of:

- ∑ Mayor, City of Ipswich (ICC)
- ∑ Senior Advisor (ICC)
- ∑ Ipswich Chamber of Commerce and Industry President (External)
- ∑ Australian Taiwanese Chamber of Commerce QLD President (External)

The delegation will visit both counties to facilitate further business, cultural and educational opportunities between our regions.

2018 Smart City Summit and Expo:

As a globally recognised smart city, the Mayor will also promote Ipswich and engage with leaders at 2018 IOT Smart City Summit and Expo. Trade and Investment QLD (Taipei) have advised that a number of QLD local government leaders will also be attending this event. Additionally, Mayor Antonioli has also taken preliminary steps to facilitate industry meetings with both chamber presidents in partnership with Trade and Investment Queensland (TIQ Taipei) to further develop direct trade opportunities while in Taipei.

Conference organisers have advised that return flights for visiting Mayors will be fully subsidised. Complimentary accommodation will also be provided for all delegates attending this event.

Key benefits aligning with the Advance Ipswich Plan:





- ∑ Goal 1 Strategy 1 Key Action 1.1 – Promote a major investment pathway within Council that supports investment attraction in key sectors.
- ∑ Goal 1 Strategy 1 Key action 1.2 – Develop trade and export links to support long-term competitiveness in the Ipswich Economy.
- ∑ Goal 3 Strategy 1 Key Action 1.2 – Promote and celebrate the city's identity throughout the community and beyond.

Ratepayers will not be subsidising external delegate costs and the Mayor has requested that ICC delegates fly economy. Furthermore, the Mayor's office has been advised that some domestic accommodation and transfers will be provided by Nantou and Hsinchu local county governments.

OTHER INFORMATION:

Mayor Antonioli has advised that the Mayoress will be joining him for the duration with relevant associated travel costs privately funded.

ATTACHMENTS:

Name of Attachment	Attachment
Attachment A: 2018 SCSE Mayors Kit TIQ	 Attachment A
Attachment B: Draft delegation schedule	 Attachment B
Attachment C: Ipswich Chamber of Commerce and Industry Correspondence	 Attachment C
Attachment D: Letter of invitation 2018 Smart City Summit	 Attachment D

RECOMMENDATION:

- A. That the proposed travel budget and itinerary for this outbound delegation be approved by Council.
- B. That the Chief Operating Officer (Economic Development and Marketing) provide a smart city briefing package to the Mayor's Office in a format suitable for presentations and dissemination to external parties to promote smart city initiatives.
- C. That the Chief Operating Officer (Economic Development and Marketing) provide an updated economic development briefing to the Mayor's Office for dissemination to external parties to promote the City of Ipswich's business sector.

Ben Hayward
Senior Advisor

I concur with the recommendations contained in this report.

Gary Kellar
CHIEF EXECUTIVE OFFICER



2018 Smart City Summit & Expo

Mar 27th-30th

Taipei Nangang Exhibition Hall 1

Mayors Kit

What is **Smart City Summit & Expo?**

The Gateway to Asia Market



ABOUT



Asia's biggest **IoT & Smart City** event

B2B-oriented expo of **total solutions**

Best **cross-country & cross-industry** business platform



HIGHLIGHTS

Mayors' Summit

Smart Awards

Sustainable City Forum

Telecom Smart City Forum

Real-site Demo

Networking Events



2017 RESULTS

23,421
Professional
Visitors



60
Cities
Participation

48
Forum
Tracks

205
Exhibitors

16
City
Pavilions

15,000
Sq. meters

EVERY YEAR, THE SIZE OF **SCSE** GROWS AVERAGELY AT

25% 

SO NEXT YEAR, THERE WILL BE...



25,000+ **visitors**

Professional buyers from all over the world

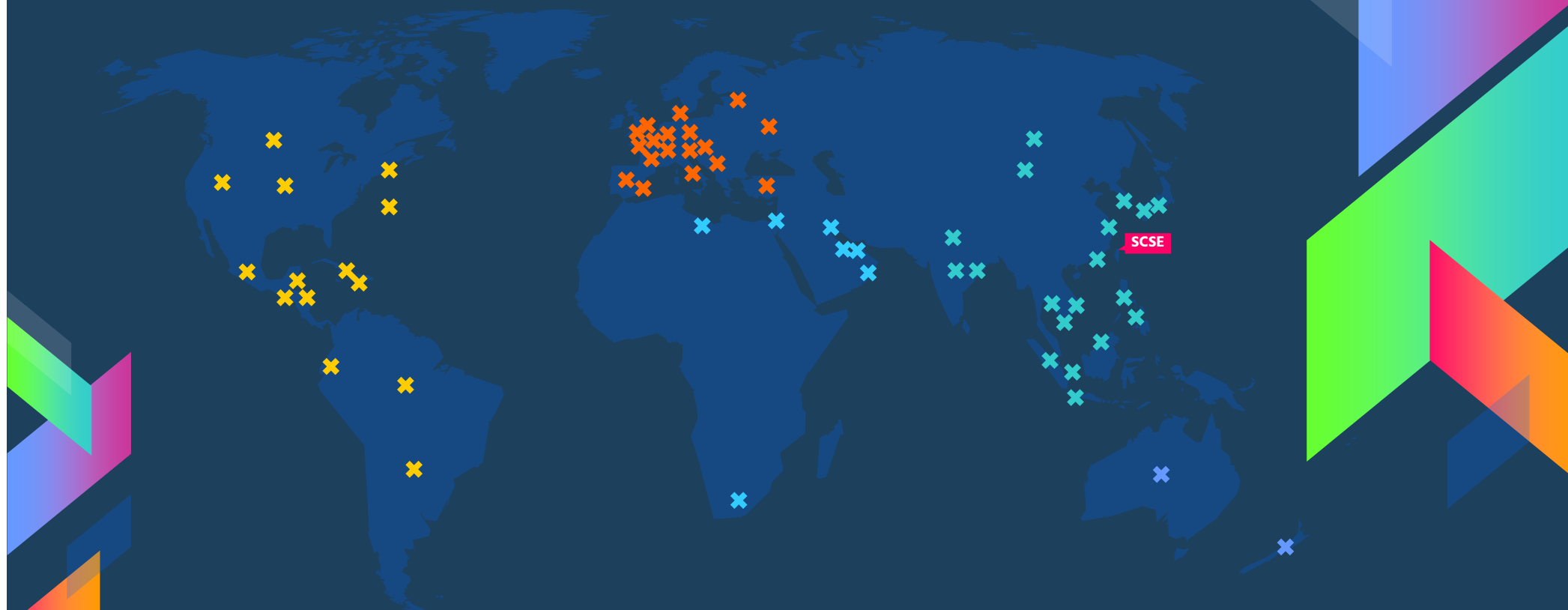
1,000+ **booths**

Diverse city pavillions & business displays

75+ **cities**

Large international participation

WORLD PARTICIPATION



Based on SCSE visitor data 2014-2017

FEEDBACKS

“Smart City Summit & Expo is well-structured, informative and inspiring”

-Christophe Ferrari, President of Grenoble-Alpes Metropolitan



“Sustainable City Forum is well organized with good quality.”

-Emani Kumar, Deputy General Secretary of ICLEI World Secretary



“Smart City Summit & Expo is very successful , and this is an international platform for mutual exchange and cooperation”

-Fortunato T. dela Peña, Secretary of Philippines Department of Science and Technology



Why Smart City Mayors' summit ?

The World Mayors' Roundtable



WHY JOIN US



Exchange

- Share your insights and expertise on undertaking of urban challenges and creating livable cities for citizens.

Connect

- Meet with the World government representatives
- Expand and strengthen the international network with key personnel

Inspiration

- Be amazed by the cutting-edge applications and Smart City initiatives for developing upgraded urban services.

WHAT TO EXPECT

Intelligent Technology for the City's Sustainable Development

The displays and idea exchanges of intelligent technology in building more energy-efficient and zero-waste cities

The indispensable connection between Smart City and sustainable development

The Missions of Smart City Project Offices / Teams

City Presentations with case studies from various cities (Taipei, UK, Netherlands, Japan)

Smart City initiatives and the operation of project offices/teams

Innovation Entrepreneurship & Smart City

The network between government open trial fields, Smart City construction and the innovative businesses

How governments form partnership with the industry by creating an open and innovative platform

HOW WE SUPPORT

Items	Officials (deputy mayors/ mayors or higher) interested in developing smart cities
Covered Cost 1	Reimbursement of a round-trip flight ticket (Premium Economy Class/ a cap of USD2,500 on flight costs)
Covered Cost 2	5-day free accommodation, meals and transportation
Covered Cost 3	5-day free accommodation for no more than 5 companions
Bonus 2	Invitation to Taipei Party & Welcome Luncheon
Bonus 3	Real-Site Demo Tour

PRELIMINARY PLAN

Mar 26th
(Day 1)

Arrive at
Taiwan

Mar 27th
(Day 2)

Registration

Opening Ceremony

Exhibition Tour

Luncheon

Mayors' Summit

Taipei Night

Mar 28th
(Day 3)

Mayors' Summit

Lunch

Smart City Taipei
Declaration

Smart
City
MOU

Real Site
Demo

Mar 30th
(Day 4)

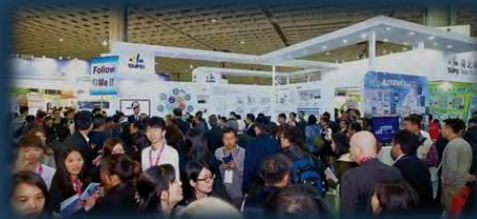
Real-
Site
Demo

Taipei
City Gov.

Mar 31th
(Day 5)

Real Site
Demo
&
Cultural
Tour

Depart from
Taiwan



FIND MORE INFO HERE

- > [2017 Review](#)
- > [SCSE brochure](#)
- > [SCSE Website](#)
- > [Get latest news](#)

*Click here
to get
Started*



See you at 2018 SCSE!

Any questions?

Contact: Ms. Shaph Su

Tel: +886 2 2577 4249 ext. 820

Email: shaph@mail.tca.org.tw

DRAFT Itinerary Overview 21-29 March 2018. *Further details to be confirmed pending delegation approval by ICC Council meeting 30th Jan 2018.*

Day	Date	Location	Event	Transport	Accommodation	Transfers
1	Wednesday 21/03/17	Brisbane Taipei	Travel to Taipei Arrive in Taipei	TBC	TBC	To airport From Taipei Airport to accom
2	Thursday 22/03/17	Taipei	Travel to Nantou County AM	Nantou County Government TBC	Nantou County Government TBC	Nantou County Government TBC
3	Thursday 22/03/17	Nantou	County industry, cultural, civic engagements, meeting with Magistrate (Mayor)	Nantou County Government TBC	Nantou County Government TBC	Nantou County Government TBC
4	Friday 23/03/17	Nantou	County industry, cultural, civic engagements	Nantou County Government TBC	Nantou County Government TBC	Nantou County Government TBC
5	Saturday 24/03/17	Nantou/Hsinchu	Travel to Hsinchu County	Internal vehicle transport TBC	Hsinchu County Government TBC	Hsinchu County Government TBC
6	Sunday 25/03/17	Hsinchu	County industry, cultural, civic engagements	Hsinchu County Government TBC	Hsinchu County Government TBC	Hsinchu County Government TBC
7	Monday 26/03/17	Hsinchu AM	County industry, cultural, civic engagements, meeting with Magistrate (Mayor)	Hsinchu County Government TBC	Hsinchu County Government TBC	Hsinchu County Government TBC

DRAFT Itinerary Overview 21-29 March 2018. **Further details to be confirmed pending delegation approval by ICC Council meeting 30th Jan 2018.**

8	Monday 26/03/17	Hsinchu PM	Travel to Taipei	Internal vehicle transport TBC	Accom Taipei TBC	TBC
9	Tuesday 27/03/17	Taipei	IoT Smart City Conference. Registration, Opening Ceremony, Exhibition tour, Mayor's Summit TIQ meetings with Chamber Presidents	NA	Accom Taipei TBC	NA
10	Wednesday 28/03/17	Taipei	IoT Smart City Conference. Mayor's Summit TIQ meetings with Chamber Presidents	NA	Accom Taipei TBC	NA
11	Thursday 29/03/17	Taipei	Depart for Australia PM	TBC	NA	TBC
12	Friday 30/03/17	Brisbane	Good Friday. Arrive in Australia AM	TBC	NA	Brisbane Airport to Ipswich via vehicle.



**Ipswich Chamber
of Commerce and Industry Inc.**
Level 1, 13 Bell Street
PO Box 251 IPSWICH QLD 4305
Phone 07 3282 8688. Fax 07 3282 7471.
Email: eo@ipswichchamber.org.au
Web: ipswichchamber.org.au

10 January 2017

Mr Ben Hayward
Senior Advisor
Office of the Mayor – Ipswich City Council
Via email.

Dear Mr Hayward,

I refer to your recent correspondence regarding our proposed delegation to Taiwan 21-30 March 2018.

I look forward to continuing to negotiate travel and meeting arrangements with you.

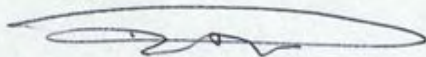
Ipswich City Council will be aware that the Ipswich Chamber of Commerce enjoys a very strong relationship with the Australia Taiwan Chamber of Commerce Queensland. This relationship was initiated in 2016 and continues to strengthen as we work locally in the Ipswich Region to initiate and solidify connections between business in our respective countries. You will be aware that the culture of business in Taiwan is to establish trust and friendship and I am proud to confirm that ATCCQ President Mr Simon Yeh and I have worked closely since his inauguration in 2017. I was proud to be invited as a Guest of Honour to Mr Yehs ATCCQ inauguration and you will be aware that ICC embraces a tradition of reciprocation in honouring Mr Yeh and his Associates by special invitation to the Ipswich Chamber of Commerce Business Excellence Awards held in November each year.

In 2017, ICC worked closely with ATCCQ, Media and Communications Director Mr Daniel Chen on co-aligning our social media. We worked closely together when hosting a Delegation of Community and Business Leaders to Ipswich (also attended by representatives of Trade and Investment Queensland), and in 2018 we are looking forward to continuing to build trust and connections between local Ipswich Business with the Taiwanese Business Community through the holding of several joint ATCCQ/ICCI events.



You will be aware that in 2017 the ICCI launched a new initiative; The Ipswich Region Food and Agribusiness Network, and through conversations with Mr Yeh, we are continuing to develop opportunities in this sector for local business to access markets and opportunities in Taiwan and China. The proposed delegation will be a highlight of the year for the Ipswich Chamber of Commerce as we cement our relationship with key stakeholders in this important Region. It will also meet one of our key commitments to our Members and Partners; to represent our outstanding local Ipswich Business to key global Regions, and I look forward to the benefits it will bring for our Business Community.

Regards,



Phillip Bell
President – Ipswich Chamber of Commerce and Industry





The Honorable Cr Andrew Antonioli,
Mayor of Ipswich
45 Roderick Street,
Ipswich QLD 4305,
Australia

INVITATION TO 2018 SMART CITY SUMMIT & EXPO

Honorable Mayor Cr Andrew Antonioli,

It is with pleasure and delight that we invite you to the 2018 Smart City Summit & Expo in Taipei from 27 to 30 March 2018.

The Smart City Summit & Expo was conceived with the recognition of the rapidly evolving global movement on smart city. Sensing this growing need for smart city solutions, Taipei Computer Association and our ICT member companies envisioned building an international platform of exchange and partnership for business experts, community leaders, and thinkers and researchers to enhance the awareness around the topic of IoT and smart city. Being strategically located in the Asia-Pacific region, Taiwan serves as an entry point for Asia-Pacific markets, and particularly for the Chinese market due to our close relations with numerous major cities in Mainland China.

Apart from the exhibition, the four-day event consists of parallel conference sessions, the Mayor's Summit, the Innovative Applications Award, and the Real Site Demonstration. This event seeks to provide a platform for sharing experiences, to promote collaboration, and most importantly, to create business opportunities. The Smart City Mayor's Summit in particular, which is co-hosted by Taipei City Government, is an exclusive occasion where mayoral level public officials gather here from across the world to explore municipal level initiatives and urban policies in order to develop smart practices in a smart society.

We will provide a complimentary delegate package, which includes the round-trip Premium Economy Class ticket, board and lodging for you, as well as local accommodation for up to 5 members of your delegation from Mar 26th through Mar 30th (total 5 nights).

We look forward to your confirmed presence at the 2018 Smart City Summit & Expo.

Sincerely yours,

A handwritten signature in black ink, appearing to read 'T. H. Tung', written in a cursive style.

Tzu-Hsien Tung
Chairman of TCA

City Management, Finance and Community Engagement Committee	
Mtg Date: 23.01.17	OAR: YES
Authorisation: Gary Kellar	

Objective A4583128

9 January 2018

MEMORANDUM

TO: MAYOR AND MEMBERS OF CITY MANAGEMENT, FINANCE AND COMMUNITY
ENGAGEMENT COMMITTEE

FROM: ACTING CHIEF EXECUTIVE OFFICER

RE: QUEENSLAND AUDIT OFFICE FUND MANAGEMENT REPORT 2016-2017

INTRODUCTION:

This is a report by the Acting Chief Executive Officer providing an update on the audit of Council's financial statement for the 2016-2017 financial year.

BACKGROUND:

The Queensland Audit Office (QAO) has completed its audit of the Council's financial statements for the 2016-17 financial year. The Auditor-General has now written to the Mayor providing a copy of the final management report comprising a summary of issues formally reported to management relating to internal controls and financial reporting matters for attention.

Section 213 of the *Local Government Regulation 2012* provides as follows:

- (1) This section applies if the auditor-general gives the mayor of a local government a copy of the auditor-general's observation report about an audit of the local government's financial statements.
- (2) An auditor-general's observation report, about an audit of a local government's financial statements, is a report about the audit prepared under section 54 of the *Auditor-General Act 2009* that includes observations and suggestions made by the auditor-general about anything arising out of the audit.
- (3) The mayor must present a copy of the report at the next ordinary meeting of the local government.

Whilst the report will be formally presented by the Mayor at the next Council meeting as required by Section 213, it is also submitted to the Committee for information. It is usual practice for the report to be referred to the Audit and Risk Management Committee for consideration and further recommendations as to follow-up action.

ATTACHMENT:

Name of Attachment	Attachment
Correspondence from Queensland Audit Office dated 14 December 2017	Attachment A

RECOMMENDATION:

That the Queensland Audit Office Fund Management Report 2016-2017 be referred to Council's Audit and Risk Management Committee for consideration.

Gary Kellar
ACTING CHIEF EXECUTIVE OFFICER

Sent to CFO + Finance Mgr

Sent to CEO

Your ref:
Our ref: 2017-4167
Ms Debra Stolz – 3149 6058

APP NO	A4563133
RESPONSIBLE OFFICER	6 1008 T



14 December 2017

Councillor A Antonioli
Mayor
Ipswich City Council
PO Box 191
IPSWICH QLD 4305

IMU RECEIVED	
19 DEC 2017	
App No	
Responsible Officer	

Dear Councillor Antonioli

Final Management Report for Ipswich City Council

The 2016-17 audit for Ipswich City Council (ICC) has been completed.

We issued an unmodified audit opinion on your financial statements; however, we included

- an emphasis of matter paragraph to highlight the action taken by the Crime and Corruption Commission subsequent to the end of the financial year and your assessment of this matter on the financial statements, and
- other matters paragraph to highlight that at the time we issued the independent audit report the Minister for Local Government had not decided on a later date for the completion of your financial statements.

We also issued an unmodified audit opinion on your current year financial sustainability statement. Consistent with prior years and all other councils, we included an emphasis of matter paragraph in our audit report on your current year financial sustainability statement to highlight the use of the special purpose basis of accounting. These reports were returned to you dated 30 November 2017.

The purpose of this letter is to provide the council with details of significant audit matters and other important information related to the audited financial statements.

For your information, Appendix A provides you with details of all audit issues we have raised with management. We would appreciate if you could advise, through return mail, responsible officers and implementation dates for each of the attached audit issues.

Controlled Entities

We have completed the audit of the Council's controlled entities, and issued unmodified audit opinions on their 2016-17 financial statements.

As part of our audit, we consider the application of key principles of the *Corporations Act 2000*, particularly sections 180 to 183 dealing with how directors must exercise their powers and discharge their duties. A fundamental element of exercising their powers is acting in the best interest of the company.

Council determines the composition of the companies' boards. We observed that all directors of all of council's companies are either councillors or senior executives of ICC. Council needs to have an appropriate mechanism to manage the inherent conflict of interest between its own activities and those of the controlled entity(s). For example, appointing experienced independent directors to the companies will improve the transparency over making good business judgements and acting in the companies' best interest.

The Queensland Government's *Guidelines for the formation, acquisition and post approval monitoring of companies* issued in August 2015 discusses the need for the collective background of the directors to include both public and private sector experience. While the Guidelines do not have compulsory application to local government, they do discuss better practice principles.

Report to parliament

Each year we report the results of all financial audits and significant issues to parliament. In this report, we will comment on the results of the audit of your financial report, financial performance and position and sustainability matters, and any significant control issues we identified, together with our audit recommendations.

You and the chief executive officer will be given an opportunity to comment and those comments will be reflected in the report.

Audit fees

The final audit fee for this year is \$275 000.

We would like to thank you and your staff for the assistance provided to us during the audit.

If you would like to discuss these issues or any matters regarding the audit process, please feel free to contact Debra Stolz, Engagement Leader on 3149 6058.

Yours sincerely



Brendan Worrall
Auditor-General

Enc.

cc: Mr G Kellar, Chief Executive Officer (Acting), Ipswich City Council

Appendix A

Issues formally reported to management

This table provides you with a summary of issues that we have formally reported to management related to internal control deficiencies, financial reporting issues and other matters we identified through our audit process. Refer to Appendix B for further information on our rating categories.

Internal control deficiencies

Component	Issue	Our recommendation	Management Response and Status
Governance Significant Deficiency	<p>Council officers engaging legal firms directly</p> <p><i>Control Activities - authorisation</i></p> <p>We have identified that:</p> <ul style="list-style-type: none"> council officers are engaging directly with legal firms to deal with ad hoc legal matters, rather than following council policy of using Council's legal section invoices for legal expenses are paid using corporate card or set up as one time suppliers. <p>For financial reporting, no formal review is completed and documented over all current legal claims to assess whether management has captured and assessed potential contingent assets and liabilities.</p> <p>Implication</p> <p>Council's internal legal section does not have a complete view of legal matters concerning council.</p>	<p>We recommend that:</p> <ul style="list-style-type: none"> all legal matters are referred Council's legal section, rather than directly going to market for legal advice legal advice is always received by the legal section for assessment legal section review legal matters to identify potential contingent liabilities or assets legal section approve all purchase orders, as per council delegations, for legal advice legal section review outstanding matters, and solicitor representations to determine whether any legal matters are likely to give rise to any contingent liabilities. 	<p>The issue raised was followed up further for comment with the department primarily responsible for the payments on credits cards.</p> <p>The department confirmed that all cases were initially referred to Council's legal section first and the suppliers were recommended by legal to be engaged.</p> <p>The use of the credit cards was purely a payment mechanism as the supplier was only being used for the first time and the amounts small which is consistent with Council's credit card / supplier set up policies.</p> <p>If we are going to regularly use the new supplier then we set up on the Oracle system.</p> <p>Council agrees that all legal matters are referred to Council's legal section first.</p>

Component	Issue	Our recommendation	Management Response and Status
	<p>As the legal section is not aware when ad hoc legal firms are used, Council is also at risk of not knowing whether it has obtained value for money as:</p> <ul style="list-style-type: none"> • no formal assessment is made of the expertise of the legal advisor or the quality of the advice provided • in-house expertise or a preferred legal supplier may have been in a stronger position to provide advice • no assessment of whether Council genuinely required the legal advice. 		<p>Council will review further the recommendation regarding the legal section approve all purchase orders.</p> <p><i>Responsible Officer:</i></p> <p><i>Implementation Date:</i></p>
<p>Payroll Significant Deficiency</p>	<p>Termination payments not consistent with conditions specified in employee contracts</p> <p><i>Control activities - authorisation</i></p> <p>We identified three anomalies in relation to termination payments and contract conditions.</p> <ol style="list-style-type: none"> 1. An employee was paid out the remainder of their employment contract, approximately five months, where only three months is specified in the contract. The payout amount was \$63 952. 2. An employee was paid out three months of their remuneration package as at termination date. However, a two month gap exists between the employee's last day in attendance and the termination date. In effect, the employee was paid for five months following their last day in attendance. The payout amount was \$46 975. 	<p>We recommend that:</p> <ul style="list-style-type: none"> • an independent officer in checks all termination payment calculations by the HR, payroll or finance team prior to contract re-negotiations with the employee • elected council ratify any ex-gratia payments made. 	<p>Council has provided further detailed explanations on why these termination payments were made including that they took into consideration all the risks, service, industrial awards and agreements, possible legal claims: which are applicable vs just the written contract.</p> <p>Council has provided details to QAO re payment three regarding incorrect information being provided to the employee which they acted on which Council then needed to take into consideration also.</p> <p>All payments made were within the delegation of the CEO.</p>

Component	Issue	Our recommendation	Management Response and Status
	<p>3. CEO approved a payment of \$150 000 as an ex-Gratia payment to the former Business Development Manager on termination. This overpayment arose as the employee received incorrect advice during contract renegotiations. This employee was also paid their weekly salary for approximately 4.5 months (until termination date), but was not required to attend work during this period.</p> <p>Implication</p> <p>Council may overpay employees or be seen as favouring specific employees.</p>		<p>Council does not agree that it is practical for elected council to ratify all ex-gratia payments made. The LGA provides the delegation to the CEO to deal with staff matters and if executive staff had to wait for Council approval of ex-gratia payments then this would result in delays and the inability to deal with staffing issues in a timely manner.</p> <p><i>Responsible Officer:</i></p> <p><i>Implementation Date:</i></p>
<p>Governance Deficiency</p>	<p>Improvements to Councillors' Register of Interests.</p> <p><i>Control Environment – Governance</i></p> <p>In our interim letter, we raised an issue about the difficulty of using the councillors' registers of interests to identify related parties and conflicts of interest. The then CEO did not accept this issue.</p> <p>The response from the then CEO was "Current structure of the register complies with the requirements of the Local Government Act."</p> <p>Implication</p> <p>While the practice may technically comply with the Local Government Act, the Council's current approach lacks transparency.</p>	<p>We recommend that Council collate this information into a register of interests for each councillor that provides an overall view of interests.</p>	<p>Recommendation was not accepted by the then CEO.</p> <p><i>Responsible Officer:</i></p> <p><i>Implementation Date:</i></p>

Component	Issue	Our recommendation	Management Response and Status
Governance Deficiency	<p>Elected Council oversight of controlled entities and making information publicly available.</p> <p><i>Information and Communication – reporting deficiencies</i></p> <p>During our 2015-16 and our 2016-17 audit we raised an issue about the council's oversight of the controlled entities and made three recommendations. These recommendations were:</p> <ol style="list-style-type: none"> 1. Council adopt a formal policy to cover the oversight (management) of its controlled entities. 2. A director of each controlled entities, provide regular reports at council meetings. Examples of the content of the entity's report are <ul style="list-style-type: none"> • Report on the financial operations of the entity • Activity report on new projects/contracts • Risk management strategies such as project risks, reputational risk, and financial risk. 3. Council meetings consider the controlled entities' audited financial statements and external audit reports. <p>Implication</p> <p>The elected council does not have transparency over the operations, risk and financial performance and position of the controlled entities.</p>	<p>We reiterate our previous recommendations, which are:</p> <ol style="list-style-type: none"> 1. Council continues to draft and adopt a formal policy framework around the governance of the controlled entities 2. Directors of the controlled entities periodically report to the full council meeting providing an update on strategic and operational matters. 3. Council publishes a completed set of financial statements on the Ipswich-commercial website. A complete set of financial statements includes, the main statements, all notes to the financial statements, signed Directors' Declaration and the certified Independent Audit Opinion. 	<p>Work in Progress</p> <p>We understand that management is in the early stages of drafting a policy.</p> <p>While management advised the</p> <ul style="list-style-type: none"> • Meetings are held regularly with the interested Councillors who are not on the Board to provide updates. <p><i>Responsible Officer:</i></p> <p><i>Implementation Date:</i></p> <ul style="list-style-type: none"> • A more formal session is held with all Councillors 1-2 times per year by the CFO to outline the operations and position of the companies, and particularly to discuss the financial position of the entity, forthcoming initiatives / investments and associated economic conditions / impacts.

Component	Issue	Our recommendation	Management Response and Status
<p>Property, plant and equipment</p> <p>Deficiency</p>	<p>Clear written instructions were not provided to the valuation expert</p> <p><i>Information and Communication – Communication</i></p> <p>Through direct discussions with management's valuation expert (the valuer), we identified that buildings and structures valuation requirements changed many times throughout this year's valuation. The valuer did not receive clear instructions about which assets were to be valued and which assets to be excluded. Council added and excluded assets progressively throughout the process.</p>	<p>We recommend that Council:</p> <ul style="list-style-type: none"> • provide the valuer (or any expert engaged by council) with formal written instructions that clearly detail the purpose of the valuation, the valuation basis sought, the effective date of valuation, the assets to be valued, the quantity and quality of information available, and the outputs required • collate all relevant information on the assets to be valued and provide these to the valuer prior to commencing the valuation • develop a valuation strategy each year that meets the needs of both asset management and finance prior to the valuation process starting. 	<p>We note that the City Management, Finance and Community Engagement Board received statements at a November 2016 meeting. However, the minutes from the Board meeting are not available to ratepayers.</p> <p>We also noted that the council did not make a complete set of financial statements for the controlled entities publicly available.</p> <p><i>Responsible Officer:</i></p> <p><i>Implementation Date:</i></p> <p>The comments made verbally by the valuer during audit to QAO were not communicated / raised with Council during the valuation or after. If there were significant risks to the valuation results and possible misstatement, this would have been raised by the valuer with Council.</p> <p>Council accepts and agrees that improvements can be made in the valuation process and will review this with the valuer and will take into consideration the recommendations made.</p>

Component	Issue	Our recommendation	Management Response and Status
	<p>Implication</p> <p>The absence of clear instructions or scope of work may result in the Council not receiving the required information in meeting their objectives. The provision of incomplete or inaccurate information may result in a material misstatement of property, plant and equipment.</p> <p>Council is not able to demonstrate that it has receive value for money from the arrangements.</p>		<p>Council is in a transition period in moving from valuations based on accounting fixed asset registers to asset management physical asset registers. The valuer and Council accept that this may result in some changes during the valuation process.</p> <p><i>Responsible Officer:</i></p> <p><i>Implementation Date:</i></p>
<p>Journals</p> <p>Deficiency</p>	<p>Journals not signed</p> <p><i>Control Activities – Authorisation</i></p> <p>We found that instances of journal records not signed by the preparing or authorising or posting officers, rather the names of the officers were typed.</p> <p>One journal for \$4 721.10 could not be located, as the officer was leave and may have locked it away.</p> <p>Implication</p> <p>There is an increased risk that:</p> <ul style="list-style-type: none"> • unauthorised journals are used to prevent or delay the detection of fraud or erroneous transactions • incorrectly coded journals are not identified before being posted to the general ledger. 	<p>We recommend that Council:</p> <ul style="list-style-type: none"> • review procedures to require preparing, approving and posting officers to sign physically all general journals • review all general journals to ensure two officers – preparing and an independent approving officer sign to evidence that the journal is correct and authorised prior to posting • hold all authorised journals centrally. 	<p>Agreed except journals are held in Oracle.</p> <p>The procedure for journal preparation, approving and posting has been reviewed and updated with emphasis that the preparer and the approving officer sign the journal prior to posting. Also, the procedure states the authorised journal and supporting documentation are required to be saved electronically in Oracle vs held centrally as recommended.</p> <p><i>Responsible Officer:</i></p> <p><i>Implementation Date:</i></p>

Component	Issue	Our recommendation	Management Response and Status
<p>Expenses Deficiency</p>	<p>Incorrect coding of expenses - Corporate credit cards</p> <p><i>Control activities - authorisation</i></p> <p>We identified instances where recurrent expenses had been capitalised, or vice versa. While most of the items identified in the current year are low value and included lucky door, prizes, a bottle of water, go card tops and taxis to Christmas functions. We also identified travel to and accommodation for Conference attendance charged to work in progress.</p>	<p>We recommend that:</p> <ul style="list-style-type: none"> review transactions coded against WIP to assess appropriateness of the coding. All inaccurate coding corrected by transferring the expenses from WIP to operating expenses. a training information session is provided to key personnel within the business regarding the criteria to determine if expenses are recurrent or capital in nature. 	<p>Agreed.</p> <p>Corporate credit card transactions coded to WIP will be reviewed for operational expenses and transferred.</p> <p>Training will be provided to staff in the key departments who manage capital projects regarding the criteria to determine if expenses are recurrent or capital in nature.</p> <p><i>Responsible Officer:</i></p> <p><i>Implementation Date:</i></p>
<p>Expenses Deficiency</p>	<p>Councillor reimbursements approval of claims</p> <p><i>Control activities - authorisation</i></p> <p>We reviewed a small sample of councillor expense reimbursement claims (Claims) and identified the following matters:</p> <ul style="list-style-type: none"> approving officers had not signed the claims claims were posted to the general ledger before being approved claims were coded to the wrong general ledger account claims were not submitted in a timely manner. We identified 2014 expenses approved in the 2016-17 year. untimely approval of claims. 	<p>We recommend that:</p> <ul style="list-style-type: none"> reimbursement policy and procedure is re-distributed to all Councillors and these Councillors are reminded of the restrictions and guidance surrounding reimbursements accounts payable employees are reminded of the requirement for the claim to be signed as approved prior to processing the payment. 	<p>Agreed.</p> <p>Consistent with a recommendation from the governance review, Council will be conducting update / training to Councillors on the expense reimbursement policy and procedure.</p> <p>The Accounts Payable team have been reminded and will continue to monitor that claims have been approved prior to posting to the general ledger.</p> <p><i>Responsible Officer:</i></p> <p><i>Implementation Date:</i></p>

Component	Issue	Our recommendation	Management Response and Status
	<p>We also question whether it was appropriate for Council to reimburse the following claim by then Mayor Paul Pisasale.</p> <p>Three Telstra bills that range in value from \$845 to \$1,708. One bill includes \$832 charge for data usage overseas. The councillor handbook states, "To avoid excessive international roaming charges on either work provided or personal devices, Council's Client Liaison Officer must be contacted to ensure the appropriate actions have taken place to protect information and avoid excessive international roaming charges."</p> <p>Implication</p> <p>Non-adherence with Expenses Reimbursement Policy increases the risk of inappropriate use of public resources.</p>		
<p>Information Systems Deficiency</p>	<p>User access management of Oracle eBusiness system and Council's network</p> <p><i>Control Activities – information processing</i></p> <p>Except for HR/Payroll areas, council does not regularly review the user accounts accessing Oracle eBusiness (business systems and general ledger) to confirm the validity of users and appropriateness of access privileges.</p> <p>While Council has started to review the user accounts that access the Council's network (Active Directory), we noted that council has 21 user accounts in Active Directory that do not require users to change the password regularly (i.e. password set to not expire).</p>	<p>We recommend that the Council:</p> <ul style="list-style-type: none"> perform a regular review of user accounts and access privileges in Oracle eBusiness continue and enhance the current review of user accounts accessing the Active Directory. 	<p>Work in progress.</p> <p>Agree with QAO.</p> <p>Whilst reviews are undertaken, we will formalise the process via a new Directive. This directive is now in final draft and due for release.</p> <p><i>Responsible Officer:</i></p> <p><i>Implementation Date:</i></p>

Component	Issue	Our recommendation	Management Response and Status
<p>Information Systems Deficiency</p>	<p>Implication</p> <p>Unauthorised access to the system increases the risk of fraudulent activities and transactions.</p>		
	<p>Disaster Recovery</p> <p><i>Control environment – governance</i></p> <p>At the time of our audit, there was limited assurance that council would be able to recover key systems within suitable timeframes in the event of a disaster.</p> <p>This is because council:</p> <ul style="list-style-type: none"> did not have a secondary data centre and therefore has limited ability to recover systems and information from significant hardware failures had not updated the IT disaster and key applications recovery plan. <p>Implication</p> <p>Lack of alternate hosting site for key systems increases the risk of single point of failure and extended system outage. In addition, in the event of a disaster, the council may not be able to recover key systems within a period acceptable to the business.</p>	<p>We recommend that the Council:</p> <ul style="list-style-type: none"> assess and manage the risks associated with lack of alternate hosting site for key systems update the IT disaster recovery plan, key application recovery plans and business continuity plan for currency and business recovery requirements. 	<p>Work in progress.</p> <p>ICC have recently appointed Datacom as the primary ICT Managed Services provider. This agreement contractually obliges Datacom to provision a secondary Data Centre and a Disaster Recovery (DR) solution and associated services including DR planning and testing.</p> <p><i>Responsible Officer:</i></p> <p><i>Implementation Date:</i></p>

Component	Issue	Our recommendation	Management Response and Status
<p>Information Systems Deficiency</p>	<p>ICT policy and procedure documents overdue for review</p> <p><i>Control Environment – Governance</i></p> <p>Council had not reviewed and updated the ICT policy and directives since 2012 and 2013. We also raised this issue in 2015/16 audit.</p> <p>We understand that an overarching ICT policy is awaiting approval, which will enable Council to implement new ICT directives.</p> <p>Implication</p> <p>Incomplete or inconsistent policy and directives can result in inappropriate use of Council services and Council property.</p> <p>Information could be out of date and not in keeping with requirements of the Local Government Act 2009, Local Government Regulation 2012 or Council practice and activities.</p>	<p>We recommend that Council:</p> <ul style="list-style-type: none"> • update ICT policy and directives in a timely manner • ensure staff are aware of changes to policies or procedures. 	<p>Work in progress.</p> <p>Agree with QAO.</p> <p>Action plan:</p> <ul style="list-style-type: none"> • New ICT Policy adopted by Council 25/7/2017. • Three directives now approved. <p>Communication plan for Policy and Directives in place, including Induction pack for new employees.</p> <p><i>Responsible Officer:</i></p> <p><i>Implementation Date:</i></p>

Financial reporting issues

Component	Issue	Our recommendation	Management Response and Status
<p>Property, plant and equipment</p> <p>High Financial Reporting Risk</p>	<p>Breakdown in the process for decommissioning assets</p> <p>For the past two years, audit has raised an issue in the final management letter regarding Council not having a process to decommission assets, which have been upgraded or renewed by council during the year.</p> <p>In response to an issue raised in the final management letter for 2015-16, Council advised that a new monthly process was implemented to identify when assets are required to be decommissioned.</p> <p>During the final audit, we provided council with a list of assets that met the requirements for decommissioning. It was not until we enquired about these decommissioned assets that council realised the new decommissioning process had fallen over. Council identified 16 projects were affected.</p> <p>Audit requested the value of the decommissioning of these 16 projects to enable us to assess against materiality. Audit was advised that Council would not know the value affected until the decommission process was run towards the end of October 2017.</p>	<p>We recommend that council:</p> <ul style="list-style-type: none"> revisit these capitalised asset renewals and upgrades in 2016-17 to identify any possible duplication of asset records and derecognise the old asset balances in the fixed asset register review the current decommissioning process to ensure the process is robust enough to not "fall over" again in the future. 	<p>Agreed.</p> <p>ICC Finance will review capitalised asset renewals and upgrades from 2016-2017 to identify any possible duplication and derecognise the old asset balances in the fixed asset register.</p> <p>Also, in consultation with the Asset Management Branch and Infrastructure Services department ICC Finance will review the current decommissioning process to ensure that the process is more robust.</p> <p><i>Responsible Officer:</i></p> <p><i>Implementation Date:</i></p>

Component	Issue	Our recommendation	Management Response and Status
	<p>Write-off of assets disposed of should be occurring throughout the year to comply with AASB 116 paragraph 70. Under this standard, when an entity recognises the carrying amount of an item of property, plant and equipment, it should derecognise the carrying amount of the replaced part regardless of whether the replaced part had been depreciated separately. If it is not practicable for an entity to determine the carrying amount of the replaced part, it may use the cost of the replacement as an indication of what the cost of the replaced part was at the time it was acquired or constructed.</p> <p>Implications</p> <p>Duplication of asset records and misstatement of asset balances may exist.</p>		

Other matters

Component	Issue	Our recommendation	Management Response and Status
<p>Information Systems Improvement Opportunity</p>	<p>Monitoring of access to Oracle eBusiness database and infrastructure.</p> <p>Council does not enable audit logging on the Oracle eBusiness database due to concerns over the impact to system performance. While other controls are operating, we believe that audit logging is the most efficient and effective means of identify unauthorised access or changes to the Oracle eBusiness production servers.</p> <p>Implication</p> <p>Unauthorised access to production systems can reduce the reliability of systems and increase the risk of fraud.</p>	<p>We recommend that council:</p> <ul style="list-style-type: none"> • assess the security risk and assess controls to Oracle eBusiness, including enabling audit logging • assess the new operating environment for the implementation of audit logging and monitoring functionalities. 	<p>A formal risk assessment of the implementation of full audit logging has been undertaken.</p> <p>The ICT Manager has advised that the performance degradation experienced outweighs the risk of failing to detect unauthorised access.</p>
<p>Other Matter Improvement Opportunity</p>	<p>Ipswich Arts Foundation and Ipswich Arts Foundation Trust – preparation of financial statements.</p> <p>We note that an external accountant is engagement to prepare the financial statements of the Ipswich Arts Foundation and the Ipswich Arts Foundation Trust costing approximately \$12 000.</p>	<p>We recommend that the reassigning the role of preparing financial statements for these entities to the Council's finance team.</p>	<p>Council will discuss the recommendation with the Art's foundation and look at available resources within the finance team.</p>

Appendix B

B1 Our rating of internal control deficiencies

We have assessed all internal control deficiencies in this report based on their potential to cause a material misstatement in the financial statements. The risk assessment categories are as follows:

Assessed category	Definition	Prioritisation of remedial action
Deficiency	A deficiency arises when internal controls are ineffective or missing, and are unable to prevent, or detect and correct, misstatements in the financial statements. A deficiency may also result in non-compliance with policies and applicable laws and regulations and/or inappropriate use of public resources.	We expect management action will be taken in a timely manner to resolve deficiencies.
Significant deficiency	A significant deficiency is a deficiency, or combination of deficiencies, in internal control that requires immediate remedial action. Also, we increase the rating from a deficiency to a significant deficiency based on: <ul style="list-style-type: none"> the risk of material misstatement in the financial statements the risk to reputation the significance of non-compliance with policies and applicable laws and regulations the potential to cause financial loss including fraud where management has not taken appropriate timely action to resolve the deficiency. 	This requires immediate management action to resolve.
Other matter	Another matter is expected to improve the efficiency and / or effectiveness of internal controls, but does not constitute a deficiency in internal controls. If another matter is not resolved, we do not consider that it will result in a misstatement in the financial statements or non-compliance with legislative requirements.	Our recommendation may be implemented at management's discretion.

B2 Our rating of financial reporting issues

We have assessed all financial reporting issues in this report based on their potential to cause a material misstatement in the financial statements. The assessed risk ratings are as follows:

Risk rating	Potential effect on the financial statements	Prioritisation of remedial action
High	We assess that there is a high likelihood of this causing a material misstatement in one or more components (transactions, balances and disclosures) of the financial statements, or there is the potential for financial loss including fraud.	This requires immediate management action to resolve.
Medium	We assess that there is a medium likelihood of this causing a material misstatement in one or more components of the financial statements.	We expect management action will be taken in a timely manner.
Low	We assess that there is a low likelihood of this causing a material misstatement in one or more components of the financial statements.	We recommend management action to resolve; however, a decision on whether any action is taken is at management's discretion.

City Management Finance and Community Engagement Committee	
Mtg Date: 23.01.18	OAR: YES
Authorisation: Charlie Dill	

15 January 2018

MEMORANDUM

TO: CHIEF OPERATING OFFICER (INFRASTRUCTURE SERVICES)

FROM: COMMERCIAL FINANCE MANAGER

RE: ROADS TO RECOVERY 2017-2018 CAPITAL BUDGET IMPLICATIONS REPORT

INTRODUCTION:

This is a report by the Commercial Finance Manger dated 15 January 2018 concerning the Roads to Recovery (R2R) grants program for 2017-2018 and its implications on Infrastructure Services Capital Portfolio Budget.

BACKGROUND:

Each year Council receives grants from the Federal Road to Recovery Program (R2R). The R2R supports the maintenance of the nation's local road infrastructure asset, which facilitates greater access, improved safety and economic and social outcomes.

From the 2013-2014 financial year to the 2020-2021 financial year the Australian Government will provide \$4.4 billion under the Roads to Recovery Program. The funding is distributed to Australia's local councils, state and territory governments responsible for local roads in the unincorporated areas.

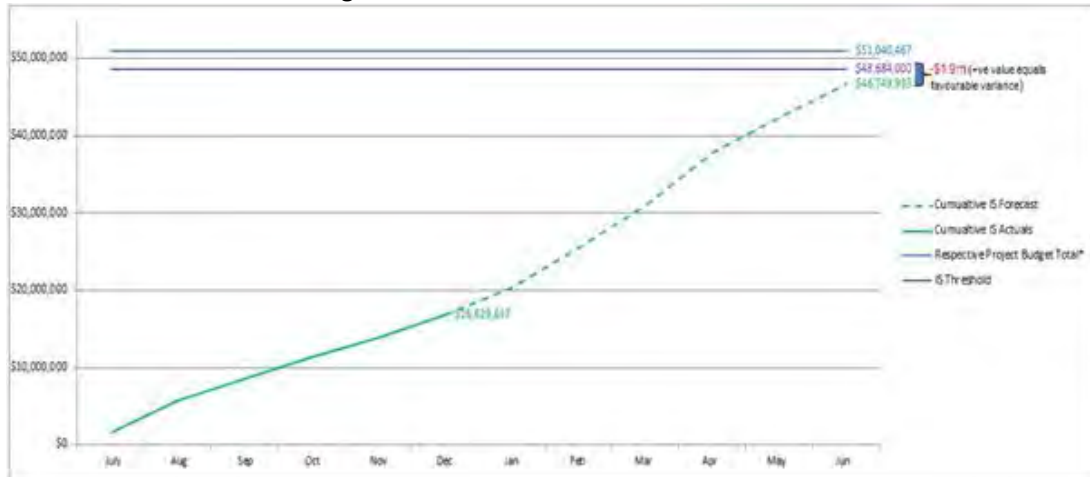
Council receives \$1.5 million as the base grant each financial year. For the 2017-2018 and 2018-2019 financial years, Council's combined allocation is \$3,038,598 from R2R.

If the R2R threshold is not met, Council risks losing the Federal R2R grant amount.

At present, IS forecast to be \$5.23 million from achieving the R2R IS threshold, if the proposed strategies are not implemented. The strategies to recover the \$5.23 million shortfall is made up of \$3 million of identified R2R eligible projects to be brought forward from 2018-2019 for delivery in 2017-2018 and \$2.23 million in funds to complete the original 2017-2018 Capital Portfolio.

Taking into account the December forecast to complete the original 2017-2018 Capital Portfolio, IS forecast contribution towards R2R is \$46.75 million against a R2R IS threshold of \$48.68 million providing a deficit of \$1.9 million against conditions of the grant. The current R2R position has been graphically represented below, Figure 1.

Figure 1 – IS R2R Forecast vs. Threshold



* The 'Respective Project Budget' takes into account the proposed budget changes currently submitted for the next Council Budget Amendment in January 2018.

The R2R IS threshold is based on modelling undertaken in December by IS. The IS threshold is continually reviewed with WPR. The result of the review with WPR may vary throughout the year by factors such as variances in forecast costs to complete and developer contributions received.

IS propose to balance the Strategic Kerb and Channel (K&C) subprogram with other transports subprograms in the Capital Portfolio. This will aid the kerb and channel rehabilitation program and Redbank Plains Road Stage 2 project which incurred additional scope and claims currently in negotiation.

Further to the above, the original scope of works for the Sealed Road Rehab Subprogram is forecasted to have a deficit of \$1.8 million against an original budget of ~\$16m. IS propose to seek additional funds of \$1.3 million via a future Budget Amendment to undertake the completion of this program in lieu of deferment to future years.

Based on discussions between IS, WPR and Finance Departments, a number of strategies are proposed to mitigate this deficit.

STRATEGIES:

1. Bring Forward 2018-2019 Projects:

IS and WPR have identified \$3 million of Asset Rehabilitation projects which can be brought forward from 2018-2019 which could be commenced in 2017-2018. These works will be funded by an off-set of approximately \$3 million from two Strategic Transport projects which are to carryover from 2017-2018 into 2018-2019.

The funds for the 2018-2019 Asset Rehabilitation projects to be brought forward will be utilised toward the two carried over projects in 2018-2019.

In mitigating any further carryover from the Strategic Transport subprogram, additional 2018-2019 Asset Rehabilitation projects will be brought forward to balance out the carryover.

2. Balance the Portfolio Between Subprograms:

To balance \$2m of savings from the Kerb and Channel (K&C) Subprogram against other transport projects which contribute expenditure towards R2R. Noting that all budgeted projects within the 2017-2018 Strategic Kerb and Chanel program will be completed in this financial year.

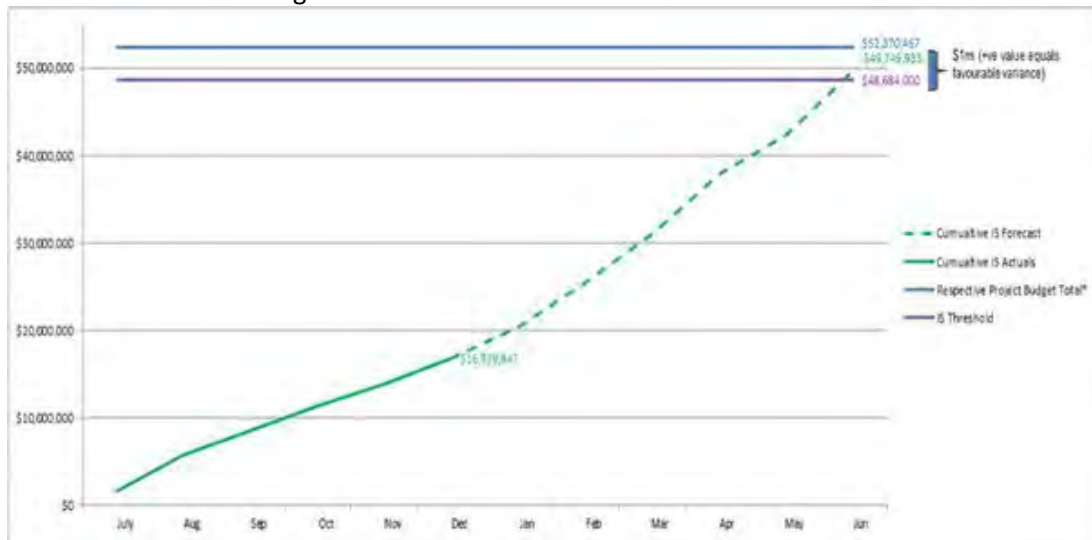
3. Budget Amendment:

Taking into consideration the funds transfers as proposed in Strategies 1 & 2, the remaining R2R deficit is \$1.33 million.

IS propose to seek the additional funds via a future Council Budget Amendment in 2018 to the value of \$1.33 million to cover the above deficit. These projects form part of Councils contribution towards R2R.

The result of implementing Strategies 1, 2 and 3 will increase Councils expenditure to meet R2R obligations. This has been graphically represented below, Figure 2.

Figure 2 – IS R2R Revised Forecast vs. Threshold



From Figure 2 IS revised forecast contribution towards R2R is \$49.75 million against a R2R IS benchmark of \$48.68 million providing a buffer of \$1 million against conditions of the grant.

CONCLUSION:

Each year Council has an obligation to meet the R2R grant conditions which includes meeting Council financial contribution towards R2R eligible projects. This also includes Developer Contributions and other external funding. Forecasts as at end of December 2017 has identified IS will be short \$1.9 million towards Council contribution for R2R eligible projects. There is a further \$3.33 million to be transferred between programs to balance the Portfolio.

Implementation of the three (3) Strategies detailed in this report will mitigate the reported shortfall of \$5.23 million. This will enable Council meets its financial contribution towards R2R eligible projects.

RECOMMENDATIONS:

- A. That Strategies 1, 2 and 3, as detailed in the report by the Commercial Finance Manager dated 15 January 2018, be received and noted.
- B. That additional funds of \$1.33 million be sought via a future Council Budget Amendment.

David Hillman
COMMERCIAL FINANCE MANAGER

I concur with the recommendation/s contained in this report.

Charlie Dill
CHIEF OPERATING OFFICER (INFRASTRUCTURE SERVICES)

City Management, Finance and Community Engagement Committee	
Mtg Date: 23.01.18	OAR: YES
Authorisation: Andrew Roach	

19 December 2017

MEMORANDUM

TO: ACTING CHIEF EXECUTIVE OFFICER

FROM: SENIOR PROPERTY OFFICER

RE: CONSENT OF EASEMENTS OVER LAND
CENTRAL SEQ DISTRIBUTOR-RETAILER AUTHORITY
PROPOSED EASEMENT AH IN LOT 502 ON SP275522
DIVISION 5

INTRODUCTION:

This is a report by the Senior Property Officer dated 19 December 2017 concerning the proposed Easement AH in Lot 502 on SP275522 in favour of Central SEQ Distributor-Retailer Authority on Council owned land located at Lot 502 Unnamed Road, Karalee.

BACKGROUND:

Lot 502 on SP275522 is owned by Council in freehold title and is held under Program 23, being for roads and drainage purposes. Refer to Attachment A for the site plan.

In June 2016, Queensland Urban Utilities (QUU) was requested to prepare an easement in favour of QUU for a water main to service a proposed sewer pump station in Lot 700. QUU incorrectly prepared the documents with the adjoining property, Lot 700 being burdened by Easement AH where it should have been benefited by Easement AH and Lot 502 remained unencumbered where it should have been burdened by Easement AH. Refer to Attachment B for the proposed easement plan.

FINANCIAL CONSIDERATIONS:

The proposed Easement AH in Lot 502 on SP275522 has an area of 338m² and the consideration of \$1.00 is proposed.

CONSULTATION:

A copy of this committee report has been provided to Councillor Wendt (Division 5).

ATTACHMENTS:

Name of Attachment	Attachment
Site Plan	Attachment A
Proposed Plan - Easement AH	Attachment B

RECOMMENDATION:

- A. That Council resolve pursuant to section 236(2) of the *Local Government Regulation 2012* (the Regulation) that the exemption referred to in section 236 (1)(b)(i) of the Regulation applies to Council for the disposal of the easement interest in Lot 502 on SP275522 (“the land”), by way of a new easement arrangement between Council and Central SEQ Distributor-Retailer Authority.
- B. That Council agree to grant Easement AH, as detailed in the report by the Senior Property Officer dated 29 November 2017, to Central SEQ Distributor-Retailer Authority for water supply purposes over part of Lot 502 on SP275522 located at Lot 502 Unnamed Road, Karalee.
- C. That Council agree to the compensation amount of \$1.00, payable to Council, as proposed by Central SEQ Distributor-Retailer Authority, for Council granting to Central SEQ Distributor-Retailer Authority, Easement AH for water supply purposes, over part of Lot 502 on SP275522, located at Lot 502 Unnamed Road, Karalee, as detailed in the report by the Senior Property Officer dated 29 November 2017.
- D. That the Chief Executive Officer be authorised to negotiate and finalise the terms of the proposed Easement as detailed in Recommendations B and C of the report by the Senior Property Officer dated 29 November 2017, and do any other acts necessary to implement Council’s decision in accordance with section 13(3) of the *Local Government Act 2009*.

Leisa Liggett
SENIOR PROPERTY OFFICER



I concur with the recommendations contained in this report.

Andrew Roach
CHIEF FINANCIAL OFFICER

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TITLE
Lot 502 Unnamed Road Karalee

- LEGEND**
- Property Enquiry 
 - Ipswich Lakes and Dams 
 - Ipswich Localities 
 - Ipswich Mountains 
 - House Numbers 
 - Labels: LABELS_HOUSE_NUMBER!
 - Labels: LABELS_HOUSE_NUMBER!


Road Names
 Road Names

Prorerty



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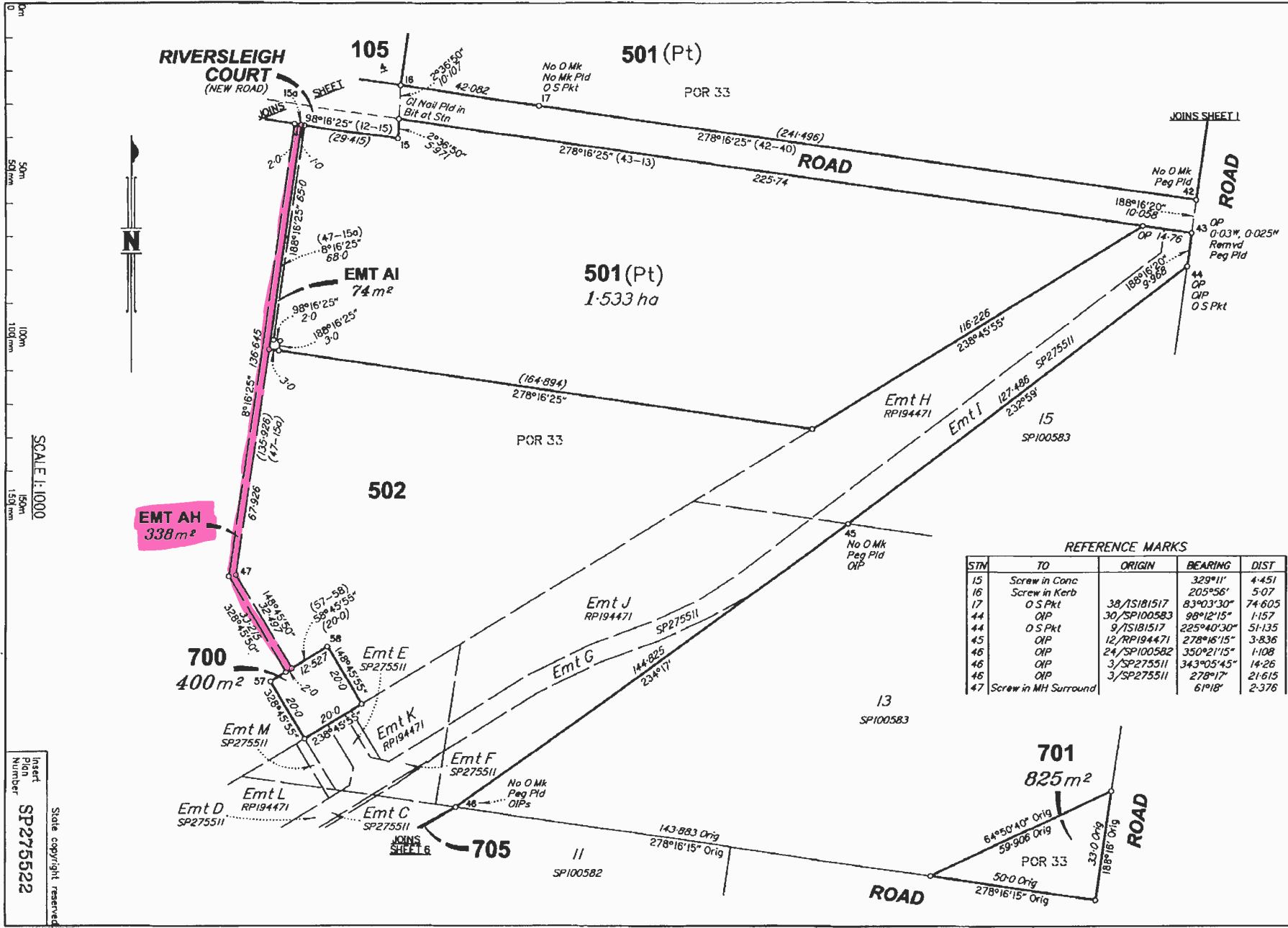
Printed Date: 19 Dec 2017



Land Title Act 1994 : Land Act 1994
Form Z1A Version 1

ADDITIONAL SHEET

Sheet
5
of
7



REFERENCE MARKS

STM	TO	ORIGIN	BEARING	DIST
15	Screw in Conc		329°11'	4.451
16	Screw in Kerb		205°56'	5.07
17	O S Pkt	38/1S181517	83°03'30"	74.605
44	OIP	30/SP100583	98°12'15"	1.157
44	O S Pkt	9/1S181517	225°40'30"	51.135
45	OIP	12/RP194471	278°16'15"	3.836
46	OIP	24/SP100582	350°21'15"	1.108
46	OIP	3/SP275511	343°05'45"	14.26
46	OIP	3/SP275511	278°17'	21.615
47	Screw in MH Surround		61°18'	2.376

SCALE: 1:1000
50m
100m
150m

Insert Plan Number
SP275522
State copyright reserved

City Management, Finance and Community Engagement Committee	
Mtg Date: 23.01.18	OAR: YES
Authorisation: Andrew Roach	

PJM: PJM
A4569052

22 December 2017

MEMORANDUM

TO: CHIEF FINANCIAL OFFICER

FROM: TREASURY ACCOUNTING MANAGER

RE: CONTROLLED ENTITIES - 2016-2017 AUDITED FINANCIAL STATEMENTS

INTRODUCTION:

This is a report by the Treasury Accounting Manager dated 22 December 2017 concerning 2016-2017 audited Financial Statements for Ipswich City Council's (Council) controlled entities.

BACKGROUND:

The 2016-2017 Financial Statements for the following controlled entities of Council have been prepared by Council's Finance Branch and audited by the Queensland Audit Office (QAO) and presented for information:

- Σ Ipswich City Developments Pty Ltd;
- Σ Ipswich City Enterprises Pty Ltd;
- Σ Ipswich City Enterprises Investment Pty Ltd;
- Σ Ipswich City Properties Pty Ltd; and
- Σ Ipswich Motorsport Park Pty Ltd.

ATTACHMENTS:

Name of Attachment	Attachment
Ipswich City Developments Pty Ltd	Attachment A
Ipswich City Enterprises Pty Ltd	Attachment B
Ipswich City Enterprises Investments Pty Ltd	Attachment C
Ipswich City Properties Pty Ltd	Attachment D
Ipswich Motorsport Park Pty Ltd	Attachment E

RECOMMENDATION:

That the report be received and the contents noted.

Paul Mollenhauer
TREASURY ACCOUNTING MANAGER

I concur with the recommendation contained in this report.

Jeffrey Keech
FINANCE MANAGER

I concur with the recommendation contained in this report.

Andrew Roach
CHIEF FINANCIAL OFFICER

IPSWICH CITY DEVELOPMENTS PTY LTD

ABN 39 167 100 441

**FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2017**

Ipswich City Developments Pty Ltd
Financial Report for the year ended 30 June 2017

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Ipswich City Developments Pty Ltd Directors' Report 2016-2017

The directors present their report on Ipswich City Developments Pty Ltd (The Company) for the financial year ended 30 June 2017.

Directors

The names of directors in office at any time during or since the end of the financial year were:

Cr P Tully
Cr P Pisasale (resigned 12 June 2017)
Cr D Palke (resigned 6 September 2017)
Mr J Lindsay
Mr A Roach
Mr D Best

Operating Results

The operating result from ordinary activities of the Company for the financial year ended 30 June 2017 was a surplus of \$1,247,149.

Review of Operations

The company is 100% owned by Ipswich City Council and is governed by a Board of Directors.

The company's objectives are to undertake property development in the Ipswich City Council Local Government Area. Its activities include a commercial approach to the disposal of surplus Ipswich City Council land as well as the potential acquisition of surplus State government land.

An overview of significant activities conducted by the Company in the 2016-2017 financial year were:

- Finalisation of the sale of land, for residential development, which was part of the former Council depot site at Nimmo Street Booval.
- Sale of land, which was part of former Council land, at Redbank Plains Road Redbank Plains. A service station/retail centre is under construction by the developer. The

sale of the final portion of the land will be finalised in December 2017. The land will be purchased by a developer for the purpose of a residential development.

- Sale of land which formed part of the company's land holding at 101 Limestone Street. This was sold to McDonald's to undertake extensions to their car park.
- Investigation into the benefits and impacts of further investment to the lower level of the 101 Limestone Street facility, to allow for either the potential expansion of the current tenancy or alternate tenancies was undertaken. At this stage no further investment will be undertaken.
- Continued to investigate new development opportunities. Opportunities under investigation included operational Council depots sites with a high likelihood of decommissioning in the short to medium term, Council land potentially surplus to its future requirements and surplus State-owned land.

Events Subsequent to the End of the Reporting Period

Attention is drawn to Note 19 of the Company's Financial Report for the year ending 30 June 2017 regarding events that have taken place since the end of the reporting period.

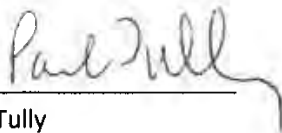
Indemnification of Directors and Officers

During the financial year, the Company paid an insurance premium in respect of an insurance policy for the benefit of Directors, secretaries and executive officers of the Company. The insurance policy grants indemnification in respect of certain liabilities for which the Corporations Act 2001 allows indemnification. The insurance policy does not permit the disclosure of the nature of the liabilities insured nor the amount of the premium. No insurance cover has been provided for the benefit of the auditors of the Company.

Auditor's Independence Declaration

The auditor's independence declaration for the year ended 30 June 2017 forms part of this report and a copy of this declaration is attached.

This report is made in accordance with a resolution of the Board of Directors and is signed for and on behalf of the Directors by:



P Tully
Chairman



A Roach
Director

Signed and dated 27/6/17

AUDITOR'S INDEPENDENCE DECLARATION

To the Directors of Ipswich City Developments Pty Ltd

This auditor's independence declaration has been provided pursuant to s.307C of the *Corporations Act 2001*.

Independence declaration

As lead auditor for the audit of Ipswich City Developments Pty Ltd for the financial year ended 30 June 2017, I declare that, to the best of my knowledge and belief, there have been:

- (a) no contraventions of the auditor independence requirements of the *Corporations Act 2001* in relation to the audit
- (b) no contraventions of any applicable code of professional conduct in relation to the audit.


D A STOLZ
as delegate of the Auditor-General of Queensland



Queensland Audit Office
Brisbane

Ipswich City Developments Pty Ltd
Financial Report for the year ended 30 June 2017

STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED 30 JUNE 2017

	Note	2017 \$	Restated 2016 \$
Income from Sales			
Sales Revenue	2	3,125,000	6,868,538
Less: Cost of Goods Sold	3	1,165,928	6,948,090
Net Sales		<u>1,959,073</u>	<u>(79,552)</u>
Income from Continuing Operations			
Interest		131,954	33,675
Other Income		5,679	35,396
Rental Income	4	104,494	40,898
Service Revenue	5	136,775	-
Total Income from Continuing Operations		<u>378,903</u>	<u>109,970</u>
Gain on Sale of Assets	11	200,649	-
Total Income		<u>2,538,624</u>	<u>30,418</u>
Expense from Continuing Operations			
Materials and Services	6	319,491	166,240
Finance Costs		183,291	139,843
Depreciation Expense	13	4,608	-
Rental Expenses		77,682	-
Other Expenses	7	105,931	42,229
Total Expense from Continuing Operations		<u>691,004</u>	<u>348,313</u>
Loss on Revaluation - Investment Property	12	600,471	-
Operating Surplus (Deficit) for the Year		<u>1,247,149</u>	<u>(317,895)</u>
TOTAL COMPREHENSIVE INCOME		<u><u>1,247,149</u></u>	<u><u>(317,895)</u></u>

The accompanying notes form part of these financial statements.

Ipswich City Developments Pty Ltd
Financial Report for the year ended 30 June 2017

STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2017

	Note	2017 \$	Restated 2016 \$
Assets			
Current Assets			
Cash and Cash Equivalents	8	1,069,587	469,570
Trade and Other Receivables	9	15,921	801,541
Inventory-Development Projects	10	1,304,197	2,230,590
Land Held for Sale	11	-	350,000
Total Current Assets		<u>2,389,704</u>	<u>3,851,700</u>
Non-Current Assets			
Fixed Assets			
Investment Property	12	2,000,000	2,600,471
Furniture and Fittings	13	30,096	-
Total Fixed Assets		<u>2,030,096</u>	<u>2,600,471</u>
TOTAL ASSETS		<u>4,419,801</u>	<u>6,452,172</u>
Liabilities			
Current Liabilities			
Trade and Other Payables	14	425,811	280,702
Licence Fee Payable (IP)		-	816,496
Total Current Liabilities		<u>425,811</u>	<u>1,097,198</u>
Non-Current Liabilities			
Borrowings	15	2,334,242	4,942,375
Total Non-Current Liabilities		<u>2,334,242</u>	<u>4,942,375</u>
TOTAL LIABILITIES		<u>2,760,053</u>	<u>6,039,574</u>
NET ASSETS (LIABILITIES)		<u>1,659,747</u>	<u>412,598</u>
Equity			
Contributed Equity	16	410,257	410,257
Retained Earnings		1,249,490	2,341
TOTAL EQUITY		<u>1,659,747</u>	<u>412,598</u>

The accompanying notes form part of these financial statements.

Ipswich City Developments Pty Ltd
Financial Report for the year ended 30 June 2017

STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 30 JUNE 2017

	Note	Contributed Equity \$	Retained Earnings \$	Total \$
Balance as at 30 June 2015		1	320,236	320,237
Equity Contribution from Ipswich City Council		410,256	-	410,256
Operating Surplus (Deficit) for the Year		-	(334,324)	(334,324)
Correction of Prior Year Error	1 (t)	-	16,429	16,429
Balance as at 30 June 2016		410,257	2,341	412,598
Operating Surplus (Deficit) for the Year		-	1,247,149	1,247,149
Balance as at 30 June 2017		410,257	1,249,490	1,659,747

The accompanying notes form part of these financial statements.

Ipswich City Developments Pty Ltd
Financial Report for the year ended 30 June 2017

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2017

	Note	2017 \$	2016 \$
Cash Flows from Operating Activities			
Receipts of Fees and Contributions		3,436,035	7,328,262
Payments to Suppliers		(550,582)	(2,684,700)
Interest Received		131,954	33,675
Net Cash Provided (Used) by Operating Activities		<u>3,017,408</u>	<u>4,677,238</u>
Cash Flows from Investing Activities			
Payments for Furniture and Fittings		(34,705)	-
Payments for Investment Property		-	(1,478,587)
Proceeds from Sales of Land Held for Sale		550,649	-
Net Cash Provided (Used) by Investing Activities		<u>515,945</u>	<u>(1,478,587)</u>
Cash Flows from Financing Activities			
Movement in Borrowings		(2,933,336)	(4,041,873)
Net Cash Provided (Used) by Financing Activities		<u>(2,933,336)</u>	<u>(4,041,873)</u>
Net Increase (Decrease) in Cash and Cash Equivalents Held		<u>600,017</u>	<u>(843,222)</u>
Cash and Cash Equivalents at the Beginning of the Financial Year		469,570	1,312,792
Cash and Cash Equivalents at the End of the Financial Year	8	<u>1,069,587</u>	<u>469,570</u>

The accompanying notes form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017

Objectives and Principal Activities of the Company

The objectives of Ipswich City Developments Pty Ltd, hence forth referred to as the Company, are to undertake property development in the Ipswich City Council Local Government Area.

The principal activities of the Company include all necessary activities related to the objectives of the Company and may include:

- entering into joint venture arrangements to deliver property development projects;
- tendering and appointing a developer or developers;
- identifying and obtaining all necessary approvals;
- give guarantees, mortgages over the assets of the Company, or any other form of security to help facilitate property development projects;
- negotiate any commercial arrangements relevant to property development projects;
- take any other steps which are consistent with the undertaking of property development projects.

Note 1: Statement of Significant Accounting Policies

(a) Basis of Preparation

These financial statements are general purpose financial statements prepared under the accrual basis of accounting in accordance with the requirements of the *Corporations Act 2001* and the Australian Accounting Standards – Reduced Disclosure Requirements and Australian Interpretations.

With respect to compliance with Australian Accounting Standards and Interpretations, the Company has applied those requirements applicable to for-profit entities, as the Company is a for-profit public sector entity. Except where otherwise stated, the financial statements have been prepared in accordance with the historical cost basis. All amounts throughout the financial statements are in Australian dollars.

(b) The Reporting Entity

The Company does not control other entities. The financial statements include the value of all revenue, expenses, assets, liabilities and equity for the Company as an individual entity.

(c) Comparative Figures

When required by Accounting Standards, comparative figures have been adjusted to conform to changes in presentation for the current financial year.

(d) Financial Instruments

Recognition

Financial assets and financial liabilities are recognised in the Statement of Financial Position when the Company becomes a party to the contractual provisions to the financial instrument.

Classification

Financial instruments are classified and measured as follows:

- Receivables – held at amortised cost
- Payables – held at amortised cost
- Loans – held at amortised cost

The carrying amounts of trade receivables and payables approximate their fair value.

No financial assets and financial liabilities have been offset and presented on a net basis in the Statement of Financial Position.

The Company does not enter into, or trade with, such instruments for speculative purposes, nor for hedging.

Ipswich City Developments Pty Ltd
Financial Report for the year ended 30 June 2017

Note 1: Statement of Significant Accounting Policies (continued)

(e) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts.

(f) Trade and Other Receivables

Debtors are recognised at the nominal amounts due at the time of sale or service delivery i.e. the agreed purchase / contract price, with settlement on debt being generally required within 30 days from the invoice date.

The collectability of receivables is assessed periodically for impairment. All known bad debts were written-off at 30 June. If an amount is recovered in a subsequent period it is recognised as revenue.

(g) Trade and Other Payables

Trade and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the Company during the reporting period which remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

(h) Taxation

(i) GST

Revenues, expenses and assets are recognised net of the amount of GST. GST credits receivable from and GST payable to the Australian Taxation Office are recognised.

Receivables and payables in the Statement of Financial Position are shown inclusive of GST.

Cash flows are presented in the Statement of Cash Flows on a gross basis, except for the GST component of investing activities which are disclosed as operating activities.

(ii) Income Tax

Ipswich City Developments Pty Ltd is exempt from income tax under Section 24AK as it is an STB under Section 24AO of the *Income Tax Assessment Act 1936*.

(i) Adoption of Tier 2 Format for Financial Statement

AASB 1053 Application of Tiers of Australian Accounting Standards applies as from reporting periods beginning on or after 1 July 2013. AASB 1053 establishes a differential reporting framework for those entities that prepare general purpose financial statements, consisting of two tiers of reporting requirements - Australian Accounting Standards (commonly referred to as "tier 1"), and Australian Accounting Standards - Reduced Disclosure Requirements (commonly referred to as "tier 2"). Tier 1 requirements comprise the full range of AASB recognition, measurement, presentation and disclosure requirements that are currently applicable to reporting entities in Australia. The only difference between the tier 1 and tier 2 requirements is that tier 2 requires fewer disclosures than tier 1.

(j) Adoption of New and Revised Accounting Standards

Australian Accounting Standards and Interpretations that have recently been issued or amended, but are not yet effective and have not been adopted by the Company for the period ended 30 June, are outlined below along with an assessment of the impact.

Effective for annual reporting periods beginning on or after 1 July 2018

AASB 9 Financial Instruments

AASB 9 replaces AASB 139 Financial Instruments: Recognition and Measurement, and will change the classification, measurement and disclosures of financial assets. AASB 9 must be applied retrospectively. As a result, the Company will measure its financial assets at fair value. The Company is still assessing the impact of measuring financial instruments at fair value and whether there will be any material impact arising from this standard.

Ipswich City Developments Pty Ltd
Financial Report for the year ended 30 June 2017

Note 1: Statement of Significant Accounting Policies (continued)

Note 1 (j) Adoption of New and Revised Accounting Standards (continued)

Effective for annual reporting periods beginning on or after 1 July 2019

AASB 15 Revenue from Contracts with Customers, AASB 1058 Income of Not-for-Profit Entities and AASB 2016-8 Amendments to Australian Accounting Standards – Australian Implementation Guidance for Not-for Profit Entities

AASB 15 will replace AASB 118 Revenue, AASB 111 Construction Contracts and a number of Interpretations. AASB 1058 will replace AASB 1004 Contributions. AASB 2016-8 provides Australian requirements and guidance for not-for-profit entities in applying AASB 9 and AASB 15. AASB 15 and AASB 1058 Together they contain a comprehensive and robust framework for the recognition, measurement and disclosure of income including revenue from contracts with customers. The Company is still reviewing the way that income is measured and recognised to identify whether there will be any material impact arising from these standards. As a result, the timing of the recognition of some service revenue will be affected.

AASB 16 Leases

AASB 16 replaces AASB 117 Leases. A lease liability will initially be measured at the present value of the lease payments to be made over the lease term. A corresponding right-of-use asset will also be recognised over the lease term.

The amended Australian Accounting Standards and Interpretations which were issued at the date of authorisation of the financial report, but have future commencement dates are not likely to have a material impact on the financial statements.

(k) Revenue

Rental Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed.

Interest revenue is recognised using the effective interest method, which for floating rate financial assets is the rate inherent in the instrument.

Revenue received in relation to the option agreement is recorded at fair value as specified in the option contract. All revenue is stated net of the amount of GST.

(l) Finance Costs

Finance costs incurred in the construction of an asset are capitalised during the period of time that is required to complete and prepare the asset for its intended use or sale.

Finance costs for the investment property have been accrued during the reporting period is presented in the statement of comprehensive income as expenses.

(m) Inventory

The Company's core business is the purchase, development and sale of property and land packages. Therefore AASB102 specifies that it is prudent to hold these assets as inventory as the company intends to dispose of them in its ordinary course of business. Inventories are measured at the lower of cost and net realisable value.

Land acquired by the Company with the intention of reselling it (with or without further development) is classified as inventory. This land is valued at the lower of cost or net realisable value. As an inventory item, this land held for resale is treated as a current asset. Proceeds from the sale of this land will be recognised as sales revenue on the signing of a valid unconditional contract of sale.

Ipswich City Developments Pty Ltd
Financial Report for the year ended 30 June 2017

Note 1: Statement of Significant Accounting Policies (continued)

(n) Investment Property

The Company has applied AASB 140 Investment Property. The Building and Freehold land in the 2016 financial year were reclassified as Investment Property under AASB 140 in the 2017 financial year. The closing balance of the comparative year has been adjusted and presented in note 1 (t).

The fair value model is applied for the investment property. The difference between the fair value of the investment property and the initial cost is recognised in the statement of comprehensive income as a loss on revaluation of the investment property. The information of the reconciliation is presented in note 12.

The investment property was independently valued by Taylor Byrne Valuers and Property Consultants on 29 June 2017. The process involved a desktop valuation based on the highest and best use of the property with comparisons to recent market transactions.

(o) Property, Plant and Equipment

The Company has acquired furniture and fittings in the 2017 financial year. They were measured initially at cost and have been depreciated on a straight line basis. The carrying amount is reviewed annually by the Directors to ensure the carrying amount is not materially different to the fair value.

(p) Lease

The Company has leased out 101 Limestone Street, Ipswich to Ipswich City Enterprises Pty Ltd in a term from 8 February 2016 to 28 February 2019. There is a renewal option for the tenant to renew the lease for an additional three year term after the expiry date of the current lease. The minimum future rental income under non-cancellable operating lease is:

- (i) \$105,582 not later than one year;
- (ii) \$70,388 later than one year and not later than five years;
- (iii) nil income later than five years.

The Company has leased level 4, 143 Brisbane Street, Ipswich from Ipswich City Council from 10 June 2016 to 9 June 2017. The lease has been renewed on 23 May 2017 for another one-year term from 10 June 2017 to 9 June 2018. The Company has also leased level 1, 143 Brisbane Street, Ipswich from Ipswich City Council from 1 March 2017 to 28 February 2018 under another lease agreement. Both of the leases terms are cancellable by one month notice in advance. There is no non-cancellable rental payment.

(q) Continuation

The continuation of the company is dependent on the ongoing financial commitment from Ipswich City Council.

(r) Issuance of Financial Statements

The financial statements are authorised for issue by the Directors at the date of signing the Directors' Declaration.

(s) Accounting Estimates and Judgements

The preparation of financial statements necessarily requires the determination and use of certain critical accounting estimates, assumptions, and management judgements that have the potential to cause a material adjustment to the carrying amounts of assets and liabilities within the next financial year. Such estimates, judgements and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and in future periods as relevant.

Significant accounting estimates and judgements have been applied to the revaluation of Investment Property. Additional information is presented in note 1 (n) and note 12.

Ipswich City Developments Pty Ltd
Financial Report for the year ended 30 June 2017

Note 1: Statement of Significant Accounting Policies (continued)

(t) Correction of Error

Due to a change in accounting treatment for the 2016 financial year, Buildings and Freehold Land should be accounted as Investment Property under AASB 140. Depreciation expenses are not required by AASB 140 by using the fair value model. For the prior year, the depreciation expenses for Buildings were eliminated against Accumulated Depreciation-Buildings. The net carrying amounts of both the Buildings and Freehold Land were reclassified as Investment Property.

The error has been corrected by adjusting the opening balance of 2017 financial year and the comparative amounts for 30 June 2016 as follows:

	Previous 30/06/2016 \$	Correction 30/06/2016 \$	Restated 30/06/2016 \$
Statement of Comprehensive Income			
Depreciation Expense	16,429	(16,429)	-
Statement of Financial Position			
Buildings	1,885,248	(1,885,248)	-
Accumulated Depreciation-Buildings	(16,429)	16,429	-
Freehold Land	715,223	(715,223)	-
Investment Property	-	2,600,471	2,600,471

Ipswich City Developments Pty Ltd
Financial Report for the year ended 30 June 2017

	2017	2016
	\$	\$
Note 2		
Sales Revenue		
Sales Bellbird Park	-	3,864,882
Sales Booval	-	1,886,020
Sales Goodna	-	468,636
Sales Jones Rd	-	649,000
Sales Redbank Plains Retail	3,125,000	-
	<u>3,125,000</u>	<u>6,868,538</u>
Note 3		
Cost of Goods Sold		
COGS Bellbird Park	(21,036)	3,577,977
COGS Booval	-	2,087,365
COGS Goodna	36,171	502,240
COGS Jones Rd	(4,781)	780,508
COGS 38-40 School Road	4,500	-
COGS 42 School Road	3,100	-
COGS Redbank Plains-Retail	1,147,973	-
	<u>1,165,928</u>	<u>6,948,090</u>
	(Refund of Land Tax paid in previous years for Bellbird Park and Jones Rd accounts)	
Note 4		
Rental Income		
Rental Income	104,494	40,898
	<u>104,494</u>	<u>40,898</u>
Note 5		
Service Revenue		
Furniture and Fit Out Costs	15,823	-
IT Costs	21,173	-
Office Support	16,888	-
Rental Expenses	64,762	-
Legal Fees	9,057	-
General Expenses	9,072	-
	<u>136,775</u>	<u>-</u>
Note 6		
Materials and Services		
Maintenance	6,046	1,847
Other Utility Charges	6,325	10,681
Consultancy Fees	35,013	22,146
Administration Costs	156,000	40,688
Rates	19,756	25,089
Insurance	7,785	4,804
Security Costs	1,943	758
Rental Property Expenses	48,509	46,754
Legal Costs	38,117	13,473
	<u>319,491</u>	<u>166,240</u>

Ipswich City Developments Pty Ltd
Financial Report for the year ended 30 June 2017

	2017	2016
	\$	\$
Note 7		
Other Expenses		
Auditor's Fees	11,500	8,000
Interest Expense	-	2,139
Registration Fees	249	382
North Ipswich Railyards Vision Plan	-	3,300
Land Tax	13,811	-
IT Cost	21,125	-
Fitout Costs	22,448	-
Other Expenses	36,798	28,408
	<u>105,931</u>	<u>42,229</u>
Note 8		
Cash and Cash Equivalents		
CBA Operating Account	1,018,450	447,625
CBA Debit Card Account	4,275	5,128
Knight Frank Cash at Bank	46,863	16,817
	<u>1,069,587</u>	<u>469,570</u>
Note 9		
Trade and Other Receivables		
Security Bond	-	29,736
Prepayments	53	-
Trade Debtors	15,867	725,303
GST Receivable	-	46,502
	<u>15,921</u>	<u>801,541</u>
Note 10		
Inventory - Development Projects		
Leichhardt	25,103	11,300
38-40 School Road RBP	-	4,500
42 School Road RBP	-	3,100
Eric Street Goodna	4,194	4,194
Redbank Plains-Retail	-	1,048,968
Redbank Plains-Residential	1,256,348	1,147,065
Yamanto	12,811	6,092
Springfield Lakes	5,740	5,371
	<u>1,304,197</u>	<u>2,230,590</u>
Inventory Reconciliation		
Carrying amount at 1 July	2,230,590	7,258,964
add New Additions to Inventory	266,423	1,919,716
less Land Tax refund	(26,888)	-
less Sold Inventory	(1,165,928)	(6,948,090)
Carrying amount at 30 June	<u>1,304,197</u>	<u>2,230,590</u>
Note 11		
Land Held for Sale		
Carrying Amount at 1 July	350,000	350,000
add Gain on Sale	200,649	-
less Disposals	(550,649)	-
Carrying amount at 30 June	<u>-</u>	<u>350,000</u>

Ipswich City Developments Pty Ltd
Financial Report for the year ended 30 June 2017

	Note	2017	2016
		\$	\$
Note 12	Investment Property		
	Carrying Amount at 1 July	2,600,471	-
	Correction of Prior Year Error	-	2,600,471
	less loss on Revaluation - Building	(600,471)	-
	Carrying Amount at 30 June	<u>2,000,000</u>	<u>2,600,471</u>
The company applied AASB 140 investment property. Additional information presented in note 1 (n).			
Note 13	Furniture and Fittings		
	Carrying Amount at 1 July	-	-
	add Acquisitions	34,705	-
	less Depreciation	(4,608)	-
	Carrying Amount at 30 June	<u>30,096</u>	<u>-</u>
	Residual Value	-	-
	Range of estimated useful lives in years	3 - 10 years	
Note 14	Trade and Other Payables		
	Accrued Charges	172,077	273,614
	Trade Creditors	8,062	7,088
	GST Payable	245,672	-
		<u>425,811</u>	<u>280,702</u>
Note 15	Borrowings	<u>2,334,242</u>	<u>4,942,375</u>
		<u>2,334,242</u>	<u>4,942,375</u>
The Company has a loan agreement with Ipswich City Council. This loan does not have a principal repayment schedule or minimum monthly repayment and operates similar to a line of credit facility, has a facility limit of \$10 million. In this financial year, \$325,203 represents capitalisation of interest charges has been added to the loan and \$2,933,336 has been repaid by the Company to Ipswich City Council.			
Note 16	Contributed Equity		
	Contributed Equity from Ipswich City Council	410,256	410,256
	Ordinary Share held by Ipswich City Council	1	1
		<u>410,257</u>	<u>410,257</u>

Ipswich City Developments Pty Ltd
Financial Report for the year ended 30 June 2017

Note 17 Company Details

The registered office and principal place of business of the Company is:

C/- Ipswich City Council
45 Roderick Street
IPSWICH QLD 4305
ACN: 167 100 441
ABN: 39 167 100 441

Following a resolution of Ipswich City Council, Ipswich City Developments Enterprises Pty Ltd was incorporated on 5 December 2013. The name of the company was changed to Ipswich City Developments Pty Ltd on 19 November 2015. This Company was formed to provide a business vehicle to support the commercial activities of Ipswich City Council to generate revenue additional to the traditional charge revenue or rates revenue. Ipswich City Council is the parent entity and has control over the Company.

Note 18 Related Parties

(a) The following persons held office as Directors of the company during the financial period and up to the balance date unless ceased before balance date as stated below:

		Appointment Date	Cease Date
Cr P Tully	Appointed by Ipswich City Council	05/12/2013	
Cr P Pisasale	Appointed by Ipswich City Council	05/12/2013	12/06/2017
Cr D Pahlke	Appointed by Ipswich City Council	05/12/2013	
Mr J Lindsay	Appointed by Ipswich City Council	05/12/2013	
Mr A Roach	Appointed by Ipswich City Council	14/10/2014	
Mr D Best	Appointed by Ipswich City Council	31/01/2014	

(b) No fees were paid to the Directors of the company.

	2017 \$	2016 \$
(c) Loans and Guarantees from Related Parties.		
Loan facility limit - Ipswich City Council.	10,000,000	10,000,000
Please refer to note 15 for additional information.		

(d) The following amounts (ex GST) were received, or are receivable, from entities related to the Company for services or resources provided by the Company:

Ipswich City Council	37,989	170
Ipswich City Enterprises Pty Ltd	134,750	74,862
Ipswich City Enterprises Investments Pty Ltd	5,471	-
Ipswich City Properties Pty Ltd	73,821	263
Ipswich Motorsport Park Pty Ltd	30,053	-
Total	282,084	75,294

(e) The following amounts (ex GST) were paid, or are payable, to entities related to the Company for services or resources provided to the Company:

Ipswich City Council	1,260,455	603,907
Ipswich City Enterprises Pty Ltd	1,616	-
Total	1,262,070	603,907

Ipswich City Developments Pty Ltd
Financial Report for the year ended 30 June 2017

Note 19 Going Concern and Events Subsequent to Balance Date

Ipswich City Council, as the 100% owner of the Company, has provided their ongoing commitment to financially support the Company so it can meet any future financial commitments as and when they fall due. As its controlling entity, Ipswich City Council has resolved to develop a strategy for the winding up of the operations of the Company. However at the date of signing these financial statements, this strategy is still being developed.

After balance date, the Crime and Corruption Commission charged a Director with official corruption, in relation to their role with Ipswich City Council, and was immediately suspended by the Council. The Director has not acted on behalf of the Company, subsequent to being charged. A former Director has also been charged with official corruption, in relation to their previous role with Ipswich City Council, as part of the investigation. The Crime and Corruption Commission also charged a former Director, who resigned prior to balance date, with serious offences. Court hearings for those charged are yet to take place. To the best of the Company's knowledge at the date of this report, there is no material impact on this financial report.

DIRECTORS' DECLARATION

The Directors of the Company declare that:

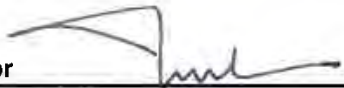
1. the attached financial statements and notes thereto, including the matters disclosed in Note 19 Going Concern and Events Subsequent to Balance Date, are in accordance with the *Corporations Act 2001*, including compliance with accounting standards and giving a true and fair view of the financial position as at 30 June 2017 and of its performance of the Company for the financial year ended on that date; and
2. in the Directors' opinion there are reasonable grounds to believe that the Company will be able to pay its debts as and when they become due and payable.

This declaration is made in accordance with a resolution of the Board of Directors of the Company.

Director



Director



Date

27/11/17

INDEPENDENT AUDITOR'S REPORT

To the Members of Ipswich City Developments Pty Ltd

Report on the audit of the financial report

Opinion

I have audited the accompanying financial report of Ipswich City Developments Pty Ltd.

In my opinion, the financial report:

- a) gives a true and fair view of the company's financial position as at 30 June 2017, and its financial performance and cash flows for the year then ended
- b) complies with Australian Accounting Standards.

The financial report comprises the statement of financial position as at 30 June 2017, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes to the financial statements including summaries of significant accounting policies and other explanatory information, and the directors' declaration.

Basis for opinion

I conducted my audit in accordance with the *Auditor-General of Queensland Auditing Standards*, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of my report.

I am independent of the company in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code and the *Auditor-General of Queensland Auditing Standards*.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Other information

Other information comprises the information included in the company's directors' report for the year ended 30 June 2017, but does not include the financial report and my auditor's report thereon.

Those charged with governance are responsible for the other information.

My opinion on the financial report does not cover the other information and accordingly I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact.

I have nothing to report in this regard.

Responsibilities of the company for the financial report

The company's directors are responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards, and for such internal control as the company's directors determine is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

The company's directors are also responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the company or to cease operations, or has no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial report

My objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for expressing an opinion on the effectiveness of the company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the company.
- Conclude on the appropriateness of the company's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the company's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. I base my conclusions on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

- I communicate with the company's directors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.



D. Stolz
Debra Stolz
as delegate of the Auditor-General

Queensland Audit Office
Brisbane

IPSWICH CITY ENTERPRISES PTY LTD

ABN 88 095 487 086

**CONSOLIDATED FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2017**

Ipswich City Enterprises Pty Ltd
Consolidated Financial Report for the year ended 30 June 2017

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Ipswich City Enterprises Pty Ltd Directors' Report 2016-2017

The directors present their report on Ipswich City Enterprises Pty Ltd (The Company) for the financial year ended 30 June 2017.

Directors

The names of directors in office at any time during or since the end of the financial year were:

Cr P Tully
Cr P Pisasale (resigned 12 June 2017)
Mr J Lindsay
Mr A Roach
Mr D Best

Operating Results

The consolidated operating result from ordinary activities of the Company for the financial year ended 30 June 2017 was a surplus of \$1,770,372.

Review of Operations

The company is 100% owned by Ipswich City Council and is governed by a Board of Directors. Ipswich City Enterprises Investment Pty Ltd is a wholly owned subsidiary of the company.

The company's objective is to provide a business vehicle to support the commercial objectives of Ipswich City Council. The objective of Ipswich City Enterprises Investments Pty Ltd is to provide sound governance of the Services Queensland Partnership as a commercial enterprise.

Services Queensland is a partnership between Ipswich City Enterprises Investments Pty Ltd and Propel. Ipswich City Enterprises Investments Pty Ltd has a 50% share of the partnership.

An overview of significant activities conducted by the Company in the 2016-2017 financial year is as follows:

- Monitor the performance of Services Queensland via Ipswich City Enterprises Investments Pty Ltd
- Operation of Fire Station 101. Fire Station 101 is an Ipswich digital innovation hub supporting the startup, entrepreneurs and innovators community.
- Continued to investigate new commercial opportunities.

Events Subsequent to the End of the Reporting Period

Attention is drawn to Note 14 of the Company's Consolidated Financial Report for the year ending 30 June 2017 regarding events that have taken place since the end of the reporting period.

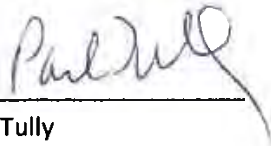
Indemnification of Directors and Officers

During the financial year, the Company paid an insurance premium in respect of an insurance policy for the benefit of Directors, secretaries and executive officers of the Company. The insurance policy grants indemnification in respect of certain liabilities for which the Corporations Act 2001 allows indemnification. The insurance policy does not permit the disclosure of the nature of the liabilities insured nor the amount of the premium. No insurance cover has been provided for the benefit of the auditors of the Company.

Auditor's Independence Declaration

The auditor's independence declaration for the year ended 30 June 2017 forms part of this report and a copy of this declaration is attached.

This report is made in accordance with a resolution of the Board of Directors and is signed for and on behalf of the Directors by:



P Tully
Chairman



A Roach
Director

Signed and dated 27/11/17

AUDITOR'S INDEPENDENCE DECLARATION

To the Directors of Ipswich City Enterprises Pty Ltd

This auditor's independence declaration has been provided pursuant to s.307C of the *Corporations Act 2001*.

Independence declaration

As lead auditor for the audit of Ipswich City Enterprises Pty Ltd for the financial year ended 30 June 2017, I declare that, to the best of my knowledge and belief, there have been:

- (a) no contraventions of the auditor independence requirements of the *Corporations Act 2001* in relation to the audit
- (b) no contraventions of any applicable code of professional conduct in relation to the audit.



D. Stolz
D A STOLZ
as delegate of the Auditor-General of Queensland

Queensland Audit Office
Brisbane

STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED 30 JUNE 2017

	Notes	Consolidated		Company	
		2017	2016 \$	2017 \$	2016 \$
Income from Continuing Operations					
Distributions		1,613,276	1,644,261	-	-
Interest		71,662	121,506	3,000	1,543
Other Revenue		881,877	116,221	494,771	7,498
Dividend Revenue	2	-	-	-	1,700,000
Total Income from Continuing Operations		2,566,815	1,881,988	497,771	1,709,041
Expenses from Continuing Operations					
Bad Debt Expenses		7,100	-	7,100	-
Audit Fees		12,000	9,000	6,000	4,500
Depreciation Expenses	4	12,711	3,236	12,711	3,236
Employment Expenses		257,244	-	257,244	-
General Costs	5	507,388	480,420	501,546	478,179
Total Expense from Continuing Operations		796,443	492,656	784,601	485,916
Other Expenses					
Dividends Written Off	2	-	-	724,439	-
Total Other Expenses		-	-	724,439	-
Operating Surplus (Deficit) for the Year		1,770,372	1,389,332	(1,011,268)	1,223,125
TOTAL COMPREHENSIVE INCOME		1,770,372	1,389,332	(1,011,268)	1,223,125

Ipswich City Enterprises Pty Ltd
Consolidated Financial Report for the year ended 30 June 2017

STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2017

	Notes	Consolidated		Company	
		2017	2016	2017	2016
Assets		\$	\$	\$	\$
Current Assets					
Cash and Cash Equivalents	6	4,423,923	2,772,612	237,641	14,837
Trade and Other Receivables	7	76,410	24,279	26,855	24,279
Dividend Receivable	2	-	-	-	1,314,064
Prepayments		-	8,663	-	8,663
Total Current Assets		4,500,332	2,805,554	264,496	1,361,842
Non-Current Assets					
Property, Plant and Equipment	4	81,342	94,053	81,342	94,053
Investment in Subsidiary		-	-	1	1
Total Non-Current Assets		81,342	94,053	81,343	94,054
TOTAL ASSETS		4,581,674	2,899,606	345,839	1,455,896
Liabilities					
Current Liabilities					
Dividend Payable	3	-	-	-	-
Trade and Other Payables	8	11,493	117,826	3,816	114,634
Unearned Revenue		2,750	-	2,750	-
Accrued Expenses	9	24,279	9,000	13,779	4,500
Total Current Liabilities		38,522	126,826	20,345	119,134
TOTAL LIABILITIES		38,522	126,826	20,345	119,134
NET ASSETS (LIABILITIES)		4,543,152	2,772,780	325,494	1,336,762
Equity					
Contributed Equity	10	1	1	1	1
Retained Earnings		4,543,151	2,772,779	325,493	1,336,761
TOTAL EQUITY		4,543,152	2,772,780	325,494	1,336,762

Ipswich City Enterprises Pty Ltd
Consolidated Financial Report for the year ended 30 June 2017

STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 30 JUNE 2017

Consolidated	Contributed Equity	Retained Earnings	Total
Balance as at 01 July 2015	1	1,383,447	1,383,448
Operating Surplus (Deficit) Attributable to the Parent Entity for the Year	-	1,389,332	1,389,332
Balance as at 30 June 2016	<u>1</u>	<u>2,772,779</u>	<u>2,772,780</u>
Operating Surplus (Deficit) Attributable to the Parent Entity for the Year	-	1,770,372	1,770,372
Balance as at 30 June 2017	<u><u>1</u></u>	<u><u>4,543,151</u></u>	<u><u>4,543,152</u></u>

STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 30 JUNE 2017

Company	Contributed Equity	Retained Earnings	Total
Balance as at 01 July 2015	1	113,636	113,637
Operating Surplus (Deficit) for the Year	-	1,223,125	1,223,125
Balance as at 30 June 2016	<u>1</u>	<u>1,336,761</u>	<u>1,336,762</u>
Operating Surplus (Deficit) for the Year	-	(1,011,268)	(1,011,268)
Balance as at 30 June 2017	<u><u>1</u></u>	<u><u>325,493</u></u>	<u><u>325,494</u></u>

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2017

	Notes	Consolidated		Company	
		2017	2016	2017	2016
		\$	\$	\$	\$
Cash Flows from Operating Activities					
Distributions Received		1,613,276	1,644,261	-	-
Dividends Received		-	-	589,625	3,385,936
Dividends Paid	3	-	(3,000,000)	-	(3,000,000)
Receipts for Services Provided		924,963	546,943	555,965	36,914
Payments to Suppliers		(958,590)	(462,082)	(925,786)	(430,295)
Interest Received		71,662	121,506	3,000	1,543
Net Cash Provided (Used) by Operating Activities		1,651,310	(1,149,372)	222,804	(5,902)
Cash Flows from Investing Activities					
Payments for Property, Plant and Equipment		-	(97,289)	-	(97,289)
Net Cash Provided (Used) by Investing Activities		-	(97,289)	-	(97,289)
Net Increase (Decrease) in Cash and Cash Equivalents Held		1,651,310	(1,246,661)	222,804	(103,191)
Cash and Cash Equivalents at the Beginning of the Financial Year		2,772,612	4,019,273	14,837	118,028
Cash and Cash Equivalents at the End of the Financial Year		4,423,923	2,772,612	237,641	14,837

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017

Objectives and Principal Activities of the Company

The objective of Ipswich City Enterprises Pty Ltd (the Company) is to provide a business vehicle to support the commercial activities of Ipswich City Council to generate revenue additional to rates and charges revenue.

The principal activities of the Company include all necessary activities related to the objectives and may include:

- monitoring the performance of Ipswich City Enterprises Investments Pty Ltd;
- investigate opportunities for commercial activities.

The Company was incorporated on 29 December 2000 and Ipswich City Council (Council) acquired 100% ownership via purchase of the Company's one share for a consideration of \$1.

Note 1 Statement of Significant Accounting Policies

(a) Basis of Preparation

Reporting Basis and Conventions

These financial statements are general purpose financial statements prepared under the accrual basis of accounting in accordance with the requirements of the *Corporations Act 2001* and the Australian Accounting Standards – Reduced Disclosure Requirements and Australian Interpretations.

With respect to compliance with Australian Accounting Standards and Interpretations, the Company has applied those requirements applicable to for-profit entities, as the Company is a for-profit public sector entity. Except where otherwise stated the financial statements have been prepared in accordance with the historical cost basis. All amounts throughout the financial statements are in Australian dollars.

(b) Principles of Consolidation

Ipswich City Enterprises Investments Pty Ltd is a wholly owned subsidiary which the company acquired on 5 October 2007.

During 2007-2008 Council entered into an agreement whereby its customer services would be delivered via a shared services arrangement. Council manages its investment in this initiative via wholly owned subsidiaries, Ipswich City Enterprises Pty Ltd (ICE) and Ipswich City Enterprises Investments Pty Ltd (ICEI). Services Queensland Partnership partners, Ipswich City Enterprises Investments Pty Ltd (50%), Partnerships Australia Pty Ltd (16.67%) and Prevwood Pty Ltd (33.33%), entered into an agreement to establish a partnership and appoint Local Partnership Services Pty Ltd as the manager of the partnership.

The consolidated figures reflect 100% of the Ipswich City Enterprises Investments Pty Ltd figures, less any inter entity eliminated transactions, which is consistent with the treatment required under AASB 10 – Consolidated Financial Statements.

(c) Comparative Figures

When required by Accounting Standards, comparative figures have been adjusted to conform to changes in presentation for the current financial year.

Note 1 Statement of Significant Accounting Policies (continued)

(d) Financial Instruments

Recognition

Financial assets and financial liabilities are recognised in the Statement of Financial Position when the Company becomes a party to the contractual provisions to the financial instrument.

Classification

Financial instruments are classified and measured as follows:

- Receivables – held at amortised cost
- Payables – held at amortised cost
- Investment in subsidiary cost

The carrying amounts of trade receivables and payables approximate their fair value.

No financial assets and financial liabilities have been offset and presented on a net basis in the Statement of Financial Position.

The Company does not enter into, or trade with, such instruments for speculative purposes, nor for hedging.

(e) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts.

(f) Trade and Other Receivables

Debtors are recognised at the nominal amounts due at the time of sale or service delivery i.e. the agreed purchase or contract price, with settlement on debtors being generally required within 30 days from the invoice date.

The collectability of receivables is assessed periodically with provision being made for impairment. All known bad debts were written-off as at 30 June. Increases in the allowance for impairment are based on loss events that have occurred.

(g) Investments

The Company holds an equity instrument in its wholly owned subsidiary Ipswich City Enterprise Investments Pty Ltd which entitles it to an annual dividend if a dividend were to be declared. This investment is unquoted and an active market does not exist. As a result the fair value of this investment cannot be reliably measured therefore it is measured at cost.

(h) Trade and Other Payables

Trade and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the company during the reporting period which remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

(i) Taxation

(i) GST

Revenues, expenses and assets are recognised net of the amount of GST.

Cash flows are presented in the Statement of Cash Flows on a gross basis, except for the GST component of investing activities which are disclosed as operating activities.

(ii) Income Tax

Ipswich City Enterprises Pty Ltd is exempt from income tax under Section 24AK as it is an STB under Section 24AO of the *Income Tax Assessment Act 1936*.

(iii) Income Tax - Partnership

The partners in the Services Queensland partnership are presently entitled to the whole of any income, if any, of the partnership and therefore no tax is payable by the partnership. Where partnership profits are not distributed to the partners, the partnership is taxed at the highest marginal rate, presently 46.5%. Where applicable income tax has been provided in the accounts on the basis of tax payable on the excess of distributable profit over actual distributions made to the partners of the partnership according to the provisions of the income tax legislation.

Note 1 Statement of Significant Accounting Policies (continued)

(j) Adoption of Tier 2 Format for Financial Statement

AASB 1053 Application of Tiers of Australian Accounting Standards applies in this financial report. AASB 1053 establishes a differential reporting framework for those entities that prepare general purpose financial statements, consisting of two tiers of reporting requirements - Australian Accounting Standards (commonly referred to as "tier 1"), and Australian Accounting Standards - Reduced Disclosure Requirements (commonly referred to as "tier 2"). Tier 1 requirements comprise the full range of AASB recognition, measurement, presentation and disclosure requirements that are currently applicable to reporting entities in Australia. The only difference between the tier 1 and tier 2 requirements is that tier 2 requires fewer disclosures than tier 1.

(k) Adoption of New and Revised Accounting Standards

The Company has applied AASB 117 Leases and the information is present in note 5. Australian Accounting Standards and Interpretations that have recently been issued or amended, but are not yet effective and have not been adopted by the Company for the period ended 30 June, are outlined below along with an assessment of the impact:

Effective for annual reporting periods beginning on or after 1 July 2018

AASB 9 Financial Instruments

AASB 9 replaces AASB 139 Financial Instruments: Recognition and Measurement, and will change the classification, measurement and disclosures of financial assets. AASB 9 must be applied retrospectively. As a result, the Company will measure its financial assets at fair value. The Company is still assessing the impact of measuring financial instruments at fair value and whether there will be any material impact arising from this standard.

Effective for annual reporting periods beginning on or after 1 July 2019

AASB 15 Revenue from Contracts with Customers, AASB 1058 Income of Not-for-Profit Entities and AASB 2016-8 Amendments to Australian Accounting Standards – Australian Implementation Guidance for Not-for Profit Entities

AASB 15 will replace AASB 118 Revenue, AASB 111 Construction Contracts and a number of Interpretations. AASB 1058 will replace AASB 1004 Contributions. AASB 2016-8 provides Australian requirements and guidance for not-for-profit entities in applying AASB 9 and AASB 15. AASB 15 and AASB 1058 Together they contain a comprehensive and robust framework for the recognition, measurement and disclosure of income including revenue from contracts with customers. The Company is still reviewing the way that income is measured and recognised to identify whether there will be any material impact arising from these standards. As a result, the timing of the recognition of some service revenue will be affected.

AASB 16 Leases

AASB 16 replaces AASB 117 Leases. A lease liability will initially be measured at the present value of the lease payments to be made over the lease term. A corresponding right-of-use asset will also be recognised over the lease term.

The amended Australian Accounting Standards and Interpretations which were issued at the date of authorisation of the financial report, but have future commencement dates are not likely to have a material impact on the financial statements.

(l) Revenue

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed.

Interest revenue is recognised using the effective interest method, which for floating rate financial assets is the rate inherent in the instrument.

Revenue from the rendering of services is recognised upon the delivery of the service to the customer.

All revenue is stated net of the amount of goods and services tax (GST).

Note 1 Statement of Significant Accounting Policies (continued)

(m) Issuance of Financial Statements

The financial statements are authorised for issue by the Directors at the date of signing the Directors' Declaration.

(n) Fair Value Measurement

AASB 13 Fair Value Measurement became effective from reporting periods beginning on or after 1 January 2013. AASB 13 sets out a new definition of 'fair value' as well as new principles to be applied when determining the fair value of assets and liabilities. The new requirements apply to all of the companies assets and liabilities (excluding leases) that are measured and/or disclosed at fair value. The impacts of AASB 13 relate to the fair value measurement methodologies used and financial statement disclosures made in respect of such assets and liabilities.

(o) Property, Plant and Equipment

Plant and equipment was measured at cost on the initial recognition. After recognition as an asset, property, plant and equipment are carried at its cost less any accumulated depreciation. The depreciable amount of all fixed assets is depreciated on a straight line basis over the asset's useful life to the entity, commencing from the time the assets are held ready for use.

Depreciation methods, estimated useful lives and residual values of Property, Plant and Equipment assets are reviewed at the end of each reporting period and adjusted where necessary to reflect any changes in the pattern of consumption, physical wear and tear, technical or commercial obsolescence, or management intentions. There has been no significant change in the expected pattern of consumption of the future economic benefits embodied in the assets during the 2017 financial year. Details of the range of estimated useful lives for each class of asset is shown in note 4.

(p) Lease

The Company has leased 101 Limestone, Ipswich from Ipswich City Developments Pty Ltd in a term from 8 February 2016 to 28 February 2019. There is a renewal option for the Ipswich City Enterprises Pty Ltd to renew the lease for an additional three year term after the expiry date of the current lease. The minimum future rental expenses under non-cancellable operating lease is:

- (i) \$105,582 not later than one year;
- (ii) \$70,388 later than one year and not later than five years;

(q) Accounting Estimates and Judgements

The preparation of financial statements necessarily requires the determination and use of certain critical accounting estimates, assumptions, and management judgements that have the potential to cause a material adjustment to the carrying amounts of assets and liabilities within the next financial year. Such estimates, judgements and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and in future periods as relevant.

Significant accounting estimates and judgements have been applied to the asset lives of Property, Plant and Equipment, refer to note 4.

Ipswich City Enterprises Pty Ltd
Consolidated Financial Report for the year ended 30 June 2017

Note 2 Dividend Receivable

A dividend of \$1.7 million was declared by Ipswich City Enterprises Investments Pty Ltd (ICEI) to Ipswich City Enterprises Pty Ltd (ICE) during the 2015-2016 financial year. At an Ipswich City Enterprises Investments Pty Ltd Board meeting on 16 November 2016, it was decided to cease further dividend payments to Ipswich City Enterprises Pty Ltd.

	Dividend Receivable by ICE from ICEI \$
Balance as at 30 June 2015	3,000,000
Dividend declared by ICEI to ICE	1,700,000
Total dividend paid by ICEI to ICE	(3,385,936)
Balance as at 30 June 2016	1,314,064
Dividend paid by ICEI to ICE	(589,625)
Balance of dividend ceased	(724,439)
Balance as at 30 June 2017	-

Note 3 Dividend Paid

A \$3 million dividend declared by Ipswich City Enterprises Pty Ltd to Ipswich City Council during the 2015 financial year was paid in the 2016 financial year.

	Consolidated		Company	
	2017 \$	2016 \$	2017 \$	2016 \$
Note 4 Property, Plant and Equipment				
Furniture and Building Fitout	79,388	79,388	79,388	79,388
less Accumulated Depreciation	(10,318)	(2,380)	(10,318)	(2,380)
Total Furniture and Building Fitout	69,070	77,009	69,070	77,009
Equipment	17,901	17,901	17,901	17,901
less Accumulated Depreciation	(5,629)	(857)	(5,629)	(857)
Total Equipment	12,272	17,044	12,272	17,044
Total Property, Plant and Equipment	81,342	94,053	81,342	94,053

	Furniture and Building Fitout	Equipment	Total
Consolidated			
Property, Plant and Equipment Reconciliation			
Carrying amount at 1 July 2015	-	-	-
add Acquisitions	79,388	17,901	97,289
less Depreciation	(2,380)	(857)	(3,236)
Carrying amount at 30 June 2016	77,009	17,044	94,053
less Depreciation	(7,939)	(4,772)	(12,711)
Carrying amount at 30 June 2017	69,070	12,272	81,342
Residual Value	-	-	-
Range of estimated useful lives in years	10 years	3 - 10 years	

Ipswich City Enterprises Pty Ltd
Consolidated Financial Report for the year ended 30 June 2017

Note 4 (continued)

Company	Furniture and Building Fitout	Equipment	Total
Property, Plant and Equipment Reconciliation			
Carrying amount at 1 July 2015	-	-	-
add Acquisitions	79,388	17,901	97,289
less Depreciation	(2,380)	(857)	(3,236)
Carrying amount at 30 June 2016	77,009	17,044	94,053
less Depreciation	(7,939)	(4,772)	(12,711)
Carrying amount at 30 June 2017	<u>69,070</u>	<u>12,272</u>	<u>81,342</u>
Residual Value	-	-	-
Range of estimated useful lives in years	10 years	3 - 10 years	

	Consolidated		Company	
	2017	2016	2017	2016
	\$	\$	\$	\$
Note 5	General Costs			
Consultancy Fees	60,803	185,860	60,803	185,860
Legal Costs	6,792	53,361	6,792	53,361
Rental Expenses	107,391	40,951	107,391	40,951
Other Utility Charges	16,899	1,988	16,899	1,988
Travel Costs	16,127	33,314	16,127	32,327
Other Costs	299,375	164,946	293,534	163,692
Total General Costs	<u>507,388</u>	<u>480,420</u>	<u>501,546</u>	<u>478,179</u>
Note 6	Cash and Cash Equivalents			
Cash at Bank	4,414,236	2,762,589	233,036	9,837
Cash at Bank - Debit Card	9,687	10,024	4,606	5,000
Total Cash and Cash Equivalents	<u>4,423,923</u>	<u>2,772,612</u>	<u>237,641</u>	<u>14,837</u>
Note 7	Trade and Other Receivables			
Trade Receivables	62,448	-	5,497	-
Other Receivables	13,962	-	13,962	-
GST Receivable	-	24,279	7,396	24,279
	<u>76,410</u>	<u>24,279</u>	<u>26,855</u>	<u>24,279</u>
Note 8	Trade and Other Payables			
Trade Payables	3,848	114,634	3,816	114,634
GST Payable	7,645	3,192	-	-
	<u>11,493</u>	<u>117,826</u>	<u>3,816</u>	<u>114,634</u>
Note 9	Accrued Expenses			
Audit Fees	18,000	9,000	6,000	4,500
Other Expenses	6,279	-	7,779	-
	<u>24,279</u>	<u>9,000</u>	<u>13,779</u>	<u>4,500</u>
Note 10	Issued and Paid Up Capital			
1 Ordinary Share at \$1 each	1	1	1	1
	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>

Ipswich City Enterprises Pty Ltd
Consolidated Financial Report for the year ended 30 June 2017

Note 11 Company Details

The registered office and principal place of business of the Company is:
C/- Ipswich City Council
45 Roderick Street
IPSWICH QLD 4305
ACN: 095 487 086
ABN: 88 095 487 086

Note 12 Related Parties

(a) The following persons were appointed by Ipswich City Council. They held office as Directors of Ipswich City Enterprises Pty Ltd (ICE) during the financial period and up to the balance date unless ceased before balance date as stated below:

	Appointment Date	Cease Date
Cr P Tully	29/12/2000	
Cr P Pisasale	29/12/2000	12/06/2017
Mr J Lindsay	19/09/2006	
Mr A Roach	19/12/2014	
Mr D Best	18/02/2014	

(b) No fees were paid to the Directors of the Company.

(c) The following persons held office as members of the Services Queensland Partnership Management Group (PMG) during the financial period and up to the balance date:

Mr J Lindsay - Appointed by Ipswich City Enterprises Investments Pty Ltd
Mr A Roach - Appointed by Ipswich City Enterprises Investments Pty Ltd

(d) No fees were paid to members of the PMG during the period.

(e) The following amounts (ex GST) were paid, or are payable to the entities related to the Company by the Services Queensland Partnership:

	2017 \$	2016 \$
Ipswich City Council	5,663,058	5,414,232

(f) The following amounts (ex GST) were paid or are payable by the Services Queensland Partnership to the Company as a distribution of partnership profit:

Ipswich City Enterprises Investments Pty Ltd	1,613,276	1,644,261
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(g) The following amounts (ex GST) were paid, or are payable, by Ipswich City Enterprises Pty Ltd to related entities for services or resources provided to Ipswich City Enterprises Pty Ltd:

Ipswich City Council	200,553	57,395
Ipswich City Developments Pty Ltd	134,750	74,862

Ipswich City Enterprises Pty Ltd
Consolidated Financial Report for the year ended 30 June 2017

Note 12 Related Parties (continued)

(h) The following amounts (ex GST) were paid, or are payable, by Ipswich City Enterprises Investments Pty Ltd to related entities for services or resources provided to Ipswich City Enterprises Investments Pty Ltd:

	2017	2016
	\$	\$
Ipswich City Developments Pty Ltd	5,471	-
Ipswich City Enterprises Pty Ltd	653	623

(i) The following amounts (ex GST) were received, or are receivable, by Ipswich City Enterprises Pty Ltd from related entities for services or resources provided by Ipswich City Enterprises Pty Ltd:

Ipswich City Council	4,993	
Ipswich City Developments Pty Ltd	1,616	
Ipswich City Properties Pty Ltd	3,904	66
Ipswich Motorsport Park Pty Ltd	391,380	
Ipswich City Enterprises Investments Pty Ltd	653	623

Note 13 Contingent Liabilities

There are no past events that have given rise to a potential measurable or non-measurable obligation; therefore, no contingent liabilities have been recognised.

Note 14 Going Concern and Events Subsequent to Balance Date

Ipswich City Council, as the 100% owner of the Company, has provided their ongoing commitment to financially support the Company so it can meet any future financial commitments as and when they fall due. As its controlling entity, Ipswich City Council has resolved to develop a strategy for the winding up of the operations of the Company. However at the date of signing these financial statements, this strategy is still being developed.

After balance date, the Crime and Corruption Commission charged a Director with official corruption, in relation to their role with Ipswich City Council, and was immediately suspended by the Council. The Director has not acted on behalf of the Company, subsequent to being charged. A former Director has also been charged with official corruption, in relation to their previous role with Ipswich City Council, as part of the investigation. The Crime and Corruption Commission also charged a former Director, who resigned prior to balance date, with serious offences. Court hearings for those charged are yet to take place. To the best of the Company's knowledge at the date of this report, there is no material impact on this financial report.

DIRECTORS' DECLARATION

The Directors of the Company declare that:

- 1 the attached financial statements and notes thereto, including the matters disclosed in Note14 Going Concern and Events Subsequent to Balance Date, are in accordance with the *Corporations Act 2001*, including compliance with accounting standards and giving a true and fair view of the financial position as at 30 June 2017 and of its performance of the Company and consolidated entity for the financial year ended on that date; and
- 2 in the Directors' opinion there are reasonable grounds to believe that the Company will be able to pay its debts as and when they become due and payable.
This declaration is made in accordance with a resolution of the Board of Directors of the Company.

Director



Director



Dated

27/11/17

Ipswich City Enterprises Pty Ltd
Consolidated Financial Report for the year ended 30 June 2017

INDEPENDENT AUDITOR'S REPORT

INDEPENDENT AUDITOR'S REPORT

To the Members of Ipswich City Enterprises Pty Ltd

Report on the audit of the financial report

Opinion

I have audited the accompanying financial report of Ipswich City Enterprises Pty Ltd (the parent) and its controlled entities (the group).

In my opinion, the financial report:

- a) gives a true and fair view of the parent's and group's financial position as at 30 June 2017, and their financial performance and cash flows for the year then ended
- b) complies with Australian Accounting Standards.

The financial report comprises the statements of financial position as at 30 June 2017, the statements of comprehensive income, statements of changes in equity and statements of cash flows for the year then ended, notes to the financial statements including summaries of significant accounting policies and other explanatory information, and the directors' declaration.

Basis for opinion

I conducted my audit in accordance with the *Auditor-General of Queensland Auditing Standards*, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of my report.

I am independent of the parent and group in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code and the *Auditor-General of Queensland Auditing Standards*.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Other information

Other information comprises the information included in the company's directors' report for the year ended 30 June 2017, but does not include the financial report and my auditor's report thereon.

Those charged with governance are responsible for the other information.

My opinion on the financial report does not cover the other information and accordingly I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact.

I have nothing to report in this regard.

Responsibilities of the company for the financial report

The company's directors are responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards, and for such internal control as the company's directors determine is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

The company's directors are also responsible for assessing the parent's and group's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the parent or group or to cease operations, or has no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial report

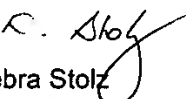
My objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for expressing an opinion on the effectiveness of the parent's and group's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the group.
- Conclude on the appropriateness of the parent's and group's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the parent's or group's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. I base my conclusions on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the parent or group to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the group to express an opinion on the financial report. I am responsible for the direction, supervision and performance of the audit of the group. I remain solely responsible for my audit opinion.

I communicate with the company's directors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.


Debra Stolz
as delegate of the Auditor-General



Queensland Audit Office
Brisbane

**IPSWICH CITY ENTERPRISES
INVESTMENTS PTY LTD**

ABN 42 127 862 515

**FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2017**

Ipswich City Enterprises Investments Pty Ltd
Financial Report for the year ended 30 June 2017

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Ipswich City Enterprises Investments Pty Ltd Directors' Report 2016-2017

The directors present their report on Ipswich City Enterprises Investments Pty Ltd (The Company) for the financial year ended 30 June 2017.

Directors

The names of directors in office at any time during or since the end of the financial year were:

Cr P Tully
Cr P Pisasale (resigned 12 June 2017)
Mr J Lindsay
Mr A Roach
Mr D Best

Operating Results

The operating result from ordinary activities of the Company for the financial year ended 30 June 2017 was a surplus of \$2,057,202.

Review of Operations

The company is a wholly owned subsidiary of Ipswich City Enterprises Pty Ltd.

The objective of Company is to provide sound governance of the Services Queensland Partnership as a commercial enterprise.

Services Queensland is a partnership between the Company and Propel. The Company has a 50% share of the partnership.

An overview of significant activities conducted by the Company in the 2016-2017 financial year is as follows:

- Monitor the performance of Services Queensland via Ipswich City Enterprises Investments Pty Ltd

Events Subsequent to the End of the Reporting Period

Attention is drawn to Note 12 of the Company's Financial Report for the year ending 30 June 2017 regarding events that have taken place since the end of the reporting period.

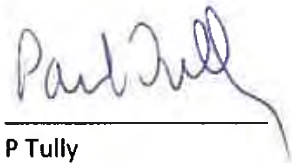
Indemnification of Directors and Officers

During the financial year, the Company paid an insurance premium in respect of an insurance policy for the benefit of Directors, secretaries and executive officers of the Company. The insurance policy grants indemnification in respect of certain liabilities for which the Corporations Act 2001 allows indemnification. The insurance policy does not permit the disclosure of the nature of the liabilities insured nor the amount of the premium. No insurance cover has been provided for the benefit of the auditors of the Company.

Auditor's Independence Declaration

The auditor's independence declaration for the year ended 30 June 2017 forms part of this report and a copy of this declaration is attached.

This report is made in accordance with a resolution of the Board of Directors and is signed for and on behalf of the Directors by:



P Tully
Chairman



A Roach
Director

Signed and dated 27/11/17

AUDITOR'S INDEPENDENCE DECLARATION

To the Directors of Ipswich City Enterprises Investments Pty Ltd

This auditor's independence declaration has been provided pursuant to s.307C of the *Corporations Act 2001*.

Independence declaration

As lead auditor for the audit of Ipswich City Enterprises Investments Pty Ltd for the financial year ended 30 June 2017, I declare that, to the best of my knowledge and belief, there have been:

- (a) no contraventions of the auditor independence requirements of the *Corporations Act 2001* in relation to the audit
- (b) no contraventions of any applicable code of professional conduct in relation to the audit.




D A STOLZ
as delegate of the Auditor-General of Queensland

Queensland Audit Office
Brisbane

STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED 30 JUNE 2017

	Note	Company	
		2017 \$	2016 \$
Income from Continuing Operations			
Distributions		1,613,276	1,644,261
Interest		68,662	119,963
Other Revenue		387,759	109,346
Total Income from Continuing Operations		<u>2,069,697</u>	<u>1,873,570</u>
Expense from Continuing Operations			
Audit Fees		6,000	4,500
General Costs	2	6,495	2,863
Total Expense from Continuing Operations		<u>12,495</u>	<u>7,363</u>
Operating Surplus (Deficit) for the Year		<u>2,057,202</u>	<u>1,866,207</u>
TOTAL COMPREHENSIVE INCOME		<u>2,057,202</u>	<u>1,866,207</u>

The accompanying notes form part of these financial statements

Ipswich City Enterprises Investments Pty Ltd
Financial Report for the year ended 30 June 2017

STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2017

	Notes	2017	2016
Assets		\$	\$
Current Assets			
Cash and Cash Equivalents	3	4,186,281	2,757,775
Trade and Other Receivables	4	57,669	-
Total Current Assets		4,243,951	2,757,775
TOTAL ASSETS		4,243,951	2,757,775
Liabilities			
Current Liabilities			
Dividends Payable	8	-	1,314,064
Trade and Other Payables	5	15,791	3,192
Accrued Expenses	6	10,500	4,500
Total Current Liabilities		26,291	1,321,756
TOTAL LIABILITIES		26,291	1,321,756
NET ASSETS (LIABILITIES)		4,217,660	1,436,019
Equity			
Contributed Equity	7	1	1
Retained Earnings		8,193,220	6,136,018
Less Dividends Declared	8	(3,975,561)	(4,700,000)
TOTAL EQUITY		4,217,660	1,436,019

The accompanying notes form part of these financial statements

Ipswich City Enterprises Investments Pty Ltd
 Financial Report for the year ended 30 June 2017

STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 30 JUNE 2017

Company	Contributed Equity	Retained Earnings	Total
Balance as at 01 July 2015	1	1,269,812	1,269,813
Operating Surplus (Deficit) for the Year	-	1,866,207	1,866,207
Dividends Declared	-	(1,700,000)	(1,700,000)
Balance as at 30 June 2016	<u>1</u>	<u>1,436,018</u>	<u>1,436,019</u>
Operating Surplus (Deficit) for the Year	-	2,057,202	2,057,202
Dividends Declared	-	724,439	724,439
Balance as at 30 June 2017	<u><u>1</u></u>	<u><u>4,217,659</u></u>	<u><u>4,217,660</u></u>

The accompanying notes form part of these financial statements

Ipswich City Enterprises Investments Pty Ltd
Financial Report for the year ended 30 June 2017

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2017

	2017	2016
	\$	\$
Cash Flows from Operating Activities		
Distributions Received	1,613,276	1,644,261
Dividends Paid	(589,625)	(3,385,936)
Receipts for Services Provided	368,997	510,652
Payments to Suppliers	(32,804)	(32,410)
Interest Received	68,662	119,963
Net Cash Provided (Used) by Operating Activities	<u>1,428,506</u>	<u>(1,143,470)</u>
Net Increase (Decrease) in Cash and Cash Equivalents Held	<u>1,428,506</u>	<u>(1,143,470)</u>
Cash and Cash Equivalents at the Beginning of the Financial Year	2,757,775	3,901,245
Cash and Cash Equivalents at the End of the Financial Year	<u><u>4,186,281</u></u>	<u><u>2,757,775</u></u>

The accompanying notes form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017

Objectives and Principal Activities of the Company

The objective of Ipswich City Enterprises Investments Pty Ltd (the Company) is to provide sound governance of the Services Queensland Partnership as a commercial enterprise.

The principal activities of the Company include all necessary activities related to the objectives and may include:

- regular review of the Services Queensland Partnership performance;
- investigate opportunities to expand the Services Queensland Partnership business.

The Company was incorporated on 5 October 2007 and Ipswich City Enterprise Pty Ltd acquired 100% ownership via purchase of the Company's one share for a consideration of \$1. Ipswich City Council is the ultimate parent entity and has control over Ipswich City Enterprise Pty Ltd.

Note 1 Statement of Significant Accounting Policies

(a) Basis of Preparation

Reporting Basis and Conventions

These financial statements are general purpose financial statements prepared under the accrual basis of accounting in accordance with the requirements of the *Corporations Act 2001* and the Australian Accounting Standards – Reduced Disclosure Requirements and Australian Interpretations.

With respect to compliance with Australian Accounting Standards and Interpretations, the Company has applied those requirements applicable to for-profit entities, as the Company is a for-profit public sector entity. Except where otherwise stated the financial statements have been prepared in accordance with the historical cost basis. All amounts throughout the financial statements are in Australian dollars.

(b) Interest in Other Entities

During 2007-2008 Ipswich City Council (Council) entered into an agreement whereby its customer services would be delivered via a shared services arrangement. Council manages its investment in this initiative via wholly owned subsidiaries, Ipswich City Enterprises Pty Ltd (ICE) and Ipswich City Enterprises Investments Pty Ltd (ICEI). ICEI is a wholly owned subsidiary of ICE. Services Queensland Partnership partners, Ipswich City Enterprises Investments Pty Ltd (50%), Partnerships Australia Pty Ltd (16.67%) and Prevwood Pty Ltd (33.33%), entered into an agreement to establish a partnership and appoint Local Partnership Services Pty Ltd as the manager of the partnership.

Services Queensland Partnership principal place of business is 25 Evelyn Street, Newstead, Brisbane Qld 4006.

The financial results of the Services Queensland Partnership are not consolidated into these Financial Statements. Separate financial statements for Services Queensland Partnership have been prepared and audited.

All profits of Services Queensland are distributed to all partners during the Financial Year. Distributions from the Services Queensland Partnership to Ipswich City Enterprises Investments Pty Ltd during the 2016-17 financial year amounted to \$1,613,276.

(c) Comparative Figures

When required by Accounting Standards, comparative figures have been adjusted to conform to changes in presentation for the current financial year.

Note 1 Statement of Significant Accounting Policies (continued)

(d) Financial Instruments

Recognition

Financial assets and financial liabilities are recognised in the Statement of Financial Position when the Company becomes a party to the contractual provisions to the financial instrument.

Classification

Financial instruments are classified and measured as follows:

- Receivables – held at amortised cost
- Payables – held at amortised cost

The carrying amounts of trade receivables and payables approximate their fair value.

No financial assets and financial liabilities have been offset and presented on a net basis in the Statement of Financial Position.

The Company does not enter into, or trade with, such instruments for speculative purposes, nor for hedging.

(e) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts.

(f) Trade and Other Receivables

Debtors are recognised at the nominal amounts due at the time of sale or service delivery i.e. the agreed purchase / contract price, with settlement on debtors being generally required within 30 days from the invoice date.

The collectability of receivables is assessed periodically with provision being made for impairment. All known bad debts were written-off as at 30 June. Increases in the allowance for impairment are based on loss events that have occurred.

(g) Trade and Other Payables

Trade and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the Company during the reporting period which remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

(h) Taxation

(i) GST

Revenues, expenses and assets are recognised net of the amount of GST.

Cash flows are presented in the Statement of Cash Flows on a gross basis, except for the GST component of investing activities which are disclosed as operating activities.

(ii) Income Tax

Ipswich City Enterprises Investments Pty Ltd is exempt from income tax under Section 24AK as it is an STB under 24AO of the *Income Tax Assessment Act 1936*.

(iii) Income Tax - Partnership

The partners in the Services Queensland partnership are presently entitled to the whole of any income, if any, of the partnership and therefore no tax is payable by the partnership. Where partnership profits are not distributed to the partners, the partnership is taxed at the highest marginal rate, presently 46.5%. Where applicable income tax has been provided in the accounts on the basis of tax payable on the excess of distributable profit over actual distributions made to the partners of the partnership according to the provisions of the income tax legislation.

Note 1 Statement of Significant Accounting Policies (continued)

(i) Adoption of Tier 2 Format for Financial Statement

AASB 1053 Application of Tiers of Australian Accounting Standards applies in this financial report. AASB 1053 establishes a differential reporting framework for those entities that prepare general purpose financial statements, consisting of two tiers of reporting requirements - Australian Accounting Standards (commonly referred to as "tier 1"), and Australian Accounting Standards - Reduced Disclosure Requirements (commonly referred to as "tier 2"). Tier 1 requirements comprise the full range of AASB recognition, measurement, presentation and disclosure requirements that are currently applicable to reporting entities in Australia. The only difference between the tier 1 and tier 2 requirements is that tier 2 requires fewer disclosures than tier 1.

(j) Adoption of New and Revised Accounting Standards

Australian Accounting Standards and Interpretations that have recently been issued or amended, but are not yet effective and have not been adopted by the Company for the period ended 30 June, are outlined below along with an assessment of the impact:

Effective for annual reporting periods beginning on or after 1 July 2018

AASB 9 Financial Instruments

AASB 9 replaces AASB 139 Financial Instruments: Recognition and Measurement, and will change the classification, measurement and disclosures of financial assets. AASB 9 must be applied retrospectively. As a result, the Company will measure its financial assets at fair value. The Company is still assessing the impact of measuring financial instruments at fair value and whether there will be any material impact arising from this standard.

Effective for annual reporting periods beginning on or after 1 July 2019

AASB 15 Revenue from Contracts with Customers, AASB 1058 Income of Not-for-Profit Entities and AASB 2016-8 Amendments to Australian Accounting Standards – Australian Implementation Guidance for Not-for Profit Entities

AASB 15 will replace AASB 118 Revenue, AASB 111 Construction Contracts and a number of Interpretations. AASB 1058 will replace AASB 1004 Contributions. AASB 2016-8 provides Australian requirements and guidance for not-for-profit entities in applying AASB 9 and AASB 15. AASB 15 and AASB 1058 Together they contain a comprehensive and robust framework for the recognition, measurement and disclosure of income including revenue from contracts with customers. The Company is still reviewing the way that income is measured and recognised to identify whether there will be any material impact arising from these standards. As a result, the timing of the recognition of some service revenue will be affected.

The amended Australian Accounting Standards and Interpretations which were issued at the date of authorisation of the financial report, but have future commencement dates are not likely to have a material impact on the financial statements.

(k) Revenue

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed.

Interest revenue is recognised using the effective interest method, which for floating rate financial assets is the rate inherent in the instrument.

Revenue from the rendering of services is recognised upon the delivery of the service to the customer.

All revenue is stated net of the amount of goods and services tax (GST).

(l) Issuance of Financial Statements

The financial statements are authorised for issue by the Directors at the date of signing the Directors' Declaration.

Note 1 Statement of Significant Accounting Policies (continued)

(m) Accounting Estimates and Judgements

The preparation of financial statements necessarily requires the determination and use of certain critical accounting estimates, assumptions, and management judgements that have the potential to cause a material adjustment to the carrying amounts of assets and liabilities within the next financial year. Such estimates, judgements and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and in future periods as relevant.

No significant accounting estimates or judgements have been made during this reporting period.

(n) Fair Value Measurement

AASB 13 Fair Value Measurement became effective from reporting periods beginning on or after 1 January 2013. AASB 13 sets out a new definition of 'fair value' as well as new principles to be applied when determining the fair value of assets and liabilities. The new requirements apply to all of the companies assets and liabilities (excluding leases) that are measured and/or disclosed at fair value. The impacts of AASB 13 relate to the fair value measurement methodologies used and financial statement disclosures made in respect of such assets and liabilities.

Ipswich City Enterprises Investments Pty Ltd
Financial Report for the year ended 30 June 2017

	2017	2016
	\$	\$
Note 2		
General Costs		
Travel Costs	-	987
Other Cost	6,495	1,876
	<u>6,495</u>	<u>2,863</u>
Note 3		
Cash and Cash Equivalents		
Cash at Bank	4,181,200	2,752,751
Cash at Bank - Debit Card	5,081	5,024
	<u>4,186,281</u>	<u>2,757,775</u>
Note 4		
Trade and Other Receivables		
Trade Receivables	57,669	-
	<u>57,669</u>	<u>-</u>
Note 5		
Trade and Other Payables		
Trade Payables	750	-
GST Payable	15,041	3,192
	<u>15,791</u>	<u>3,192</u>
Note 6		
Accrued Expenses		
Audit Fees	10,500	4,500
	<u>10,500</u>	<u>4,500</u>
Note 7		
Contributed Equity		
Issued and Paid Up Capital	1	1
(1 Ordinary Share at \$1 each)	<u>1</u>	<u>1</u>

Ipswich City Enterprises Investments Pty Ltd
Financial Report for the year ended 30 June 2017

Note 8 Dividends

A \$1.7 million dividend was declared payable to Ipswich City Enterprises Pty Ltd during the 2015-2016 financial year. At an Ipswich City Enterprises Investments Pty Ltd Board meeting on 16 November 2016, it was decided to cease further dividend payments to Ipswich City Enterprises Pty Ltd.

	Dividend Payable by ICEI to ICE \$
Balance as at 30 June 2015	3,000,000
Dividend declared by ICEI to ICE	1,700,000
Total dividend paid by ICEI to ICE	(3,385,936)
Balance as at 30 June 2016	1,314,064
Dividend paid by ICEI to ICE	(589,625)
Balance of dividend ceased	(724,439)
Balance as at 30 June 2017	-

Note 9 Company Details

The registered office and principal place of business of the Company is:

C/- Ipswich City Council
45 Roderick Street
IPSWICH QLD 4305
ACN: 127 862 515
ABN: 42 127 862 515

Note 10 Related Parties

(a) The following persons were appointed by Ipswich City Council. They held office as Directors of Ipswich City Enterprises Investments Pty Ltd (ICEI) during the financial period and up to the balance date unless ceased before balance date as stated below:

	Appointment Date	Cease Date
Cr P Tully	05/10/2007	
Cr P Pisasale	05/10/2007	12/06/2017
Mr J Lindsay	05/10/2007	
Mr A Roach	19/12/2014	
Mr D Best	18/02/2014	

(b) No fees were paid to the Directors of the Company.

(c) The following persons held office as members of the Services Queensland Partnership Management Group (PMG) during the financial period and up to the balance date:

Mr J Lindsay - Appointed by Ipswich City Enterprises Investments Pty Ltd
Mr A Roach - Appointed by Ipswich City Enterprises Investments Pty Ltd

(d) No fees were paid to members of the PMG during the period.

Ipswich City Enterprises Investments Pty Ltd
Financial Report for the year ended 30 June 2017

Note 10 Related Parties (continued)

(e) The following amounts (ex GST) were paid, or are payable by the Services Queensland Partnership to entities related to the Company for services or resources provided to or performed on behalf of the partnership:

	2017	2016
	\$	\$
Ipswich City Council	5,663,058	5,414,232

(f) The following amounts (ex GST) were paid or are payable by the Services Queensland Partnership to the Company as a distribution of partnership profit:

Ipswich City Enterprises Investments Pty Ltd	1,613,276	1,644,261
--	-----------	-----------

(g) The following amounts (ex GST) were paid, or are payable, by Ipswich City Enterprises Investments Pty Ltd to related entities for services or resources provided to Ipswich City Enterprises Investments Pty Ltd:

Ipswich City Developments Pty Ltd	5,471	-
Ipswich City Enterprises Pty Ltd	653	623

Note 11 Contingent Liabilities

There are no past events that have given rise to a potential measurable or non-measurable obligation; therefore, no contingent liabilities have been recognised.

Note 12 Going Concern and Events Subsequent to Balance Date

Ipswich City Council, as the 100% owner of the Company, has provided their ongoing commitment to financially support the Company so it can meet any future financial commitments as and when they fall due. As its controlling entity, Ipswich City Council has resolved to develop a strategy for the winding up of the operations of the Company. However at the date of signing these financial statements, this strategy is still being developed.

After balance date, the Crime and Corruption Commission charged a Director with official corruption, in relation to their role with Ipswich City Council, and was immediately suspended by the Council. The Director has not acted on behalf of the Company, subsequent to being charged. A former Director has also been charged with official corruption, in relation to their previous role with Ipswich City Council, as part of the investigation. The Crime and Corruption Commission also charged a former Director, who resigned prior to balance date, with serious offences. Court hearings for those charged are yet to take place. To the best of the Company's knowledge at the date of this report, there is no material impact on this financial report.

DIRECTORS' DECLARATION

The Directors of the Company declare that:

- 1 The attached financial statements and notes thereto, including the matters disclosed in Note 12 Going Concern and Events Subsequent to Balance Date, are in accordance with the *Corporations Act 2001*, including compliance with accounting standards and giving a true and fair view of the financial position as at 30 June 2017 and of its performance of the Company and consolidated entity for the financial year ended on that date; and
- 2 In the Directors' opinion there are reasonable grounds to believe that the Company will be able to pay its debts as and when they become due and payable.
This declaration is made in accordance with a resolution of the Board of Directors of the Company.

Director



Director



Dated

27/11/17

INDEPENDENT AUDITOR'S REPORT

To the Members of Ipswich City Enterprises Investments Pty Ltd

Report on the audit of the financial report

Opinion

I have audited the accompanying financial report of Ipswich City Enterprises Investments Pty Ltd.

In my opinion, the financial report:

- a) gives a true and fair view of the company's financial position as at 30 June 2017, and its financial performance and cash flows for the year then ended
- b) complies with Australian Accounting Standards.

The financial report comprises the statement of financial position as at 30 June 2017, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes to the financial statements including summaries of significant accounting policies and other explanatory information, and the directors' declaration.

Basis for opinion

I conducted my audit in accordance with the *Auditor-General of Queensland Auditing Standards*, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of my report.

I am independent of the company in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code and the *Auditor-General of Queensland Auditing Standards*.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Other information

Other information comprises the information included in the company's directors' report for the year ended 30 June 2017, but does not include the financial report and my auditor's report thereon.

Those charged with governance are responsible for the other information.

My opinion on the financial report does not cover the other information and accordingly I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact.

I have nothing to report in this regard.

Responsibilities of the company for the financial report

The company's directors are responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards, and for such internal control as the company's directors determine is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

The company's directors are also responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the company or to cease operations, or has no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial report

My objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
 - Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for expressing an opinion on the effectiveness of the company's internal control.
 - Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the company.
 - Conclude on the appropriateness of the company's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the company's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. I base my conclusions on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the company to cease to continue as a going concern.
 - Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.
-

I communicate with the company's directors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

D. Stolz

Debra Stolz
as delegate of the Auditor-General



Queensland Audit Office
Brisbane

IPSWICH CITY PROPERTIES PTY LTD

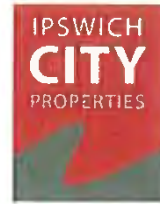
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**FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2017**

Ipswich City Properties Pty Ltd
Financial Report for the year ended 30 June 2017

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Ipswich City Properties Pty Ltd Directors' Report 2016-2017

The directors present their report on Ipswich City Properties Pty Ltd (The Company) for the financial year ended 30 June 2017.

Directors

The names of directors in office at any time during or since the end of the financial year were:

Cr P Tully
Cr P Pisasale (resigned 12 June 2017)
Cr A Antonioli
Mr J Lindsay
Mr A Roach
Mr D Best

Operating Results

The operating result from ordinary activities of the Company for the financial year ended 30 June 2017 was a deficit of \$2.1 million.

Review of Operations

The company is 100% owned by Ipswich City Council and is governed by a Board of Directors.

The company's objectives are to undertake all activities required to carry out and complete the acquisition, redevelopment, operations, management and sale of Ipswich City Square shopping centre and 143 Brisbane Street. The Company commenced the Ipswich Central Redevelopment Project in 2009.

The Ipswich Central Redevelopment Project is a major mixed use development project on a key strategic site adjacent to the Ipswich Railway Station and the Riverheart parklands in the Ipswich CBD. It incorporates planned retail, residential, cultural and recreational uses.

The key focus is on inner city living and 24/7 vitality with the creation of a vibrant urban centre and a street based higher order retail precinct centred around a new purpose built Administration and Services precinct for Ipswich City Council, incorporating a relocated Library facility.

This project continues to be the principal activity of the Company and no change to this principal activity is envisaged into the future.

An overview of significant activities conducted by the Company in the 2016-2017 financial year follows:

- Following a development agreement having been entered into by the Company with epc.Pacific in June 2016, significant preliminary concept and design activities were undertaken during the financial year. These activities culminated in a Master Plan for the redevelopment of the Ipswich City Centre. Demolition of the existing premises at the lower end of the Ipswich City Square commenced in late June 2017.
- In May 2017, a Development Management Agreement was entered into by the Company, with Ipswich City Council, for the development of a new civic precinct including a new Ipswich Library. Once construction is complete the developments will become council owned assets.
- The ongoing operating strategy pursued by the Company at Ipswich City Square continues to focus on maximising flexibility for the future staging of the Ipswich Central Redevelopment Project by retaining as many tenants as possible on a monthly holdover basis.
- The website ipswich-commercial.com.au was established in November 2016. A significant amount of information relating to the Company is assessable to the public via the website, including company activities, financial statements and regularly updated news items.

Significant Changes in the State of Affairs

There are no significant changes in the state of affairs of the company and its focus remains the Ipswich Central Redevelopment Project.

Events Subsequent to the End of the Reporting Period

Attention is drawn to Note 15 of the Company's Financial Report for the year ending 30 June 2017 regarding events that have taken place since the end of the reporting period.

Likely Developments and Results

The Company has entered into agreements with Ipswich City Council and epc.Pacific for the sale of significant portions of its landholdings. The change in asset ownership is in line with the intended redevelopment activities.

While the Company will continue to maximise tenancy opportunities, the intended land sales will result in reducing tenancy arrangements as the various stages of the project proceed. This will result in subsequent decreases in revenue and expenses.

Dividends

No dividends have been paid or declared since the beginning of the financial year and no dividends have been recommended or provided for by the Directors of the Company.

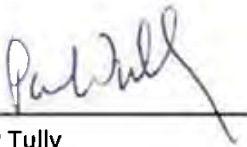
Indemnification of Directors and Officers

During the financial year, the Company paid an insurance premium in respect of an insurance policy for the benefit of Directors, secretaries, and executive officers of the Company. The insurance policy grants indemnification in respect of certain liabilities for which the Corporations Act 2001 allows indemnification. The insurance policy does not permit the disclosure of the nature of the liabilities insured nor the amount of the premium. No insurance cover has been provided for the benefit of the auditors of the Company.

Auditor's Independence Declaration

The auditor's independence declaration for the year ended 30 June 2017 forms part of this report and a copy of this declaration is attached.

This report is made in accordance with a resolution of the Board of Directors and is signed for and on behalf of the Directors by:



P Tully
Chairman



A Roach
Director

Signed and dated 27/11/17

AUDITOR'S INDEPENDENCE DECLARATION

To the Directors of Ipswich City Properties Pty Ltd

This auditor's independence declaration has been provided pursuant to s.307C of the *Corporations Act 2001*.

Independence declaration

As lead auditor for the audit of Ipswich City Properties Pty Ltd for the financial year ended 30 June 2017, I declare that, to the best of my knowledge and belief, there have been:

- (a) no contraventions of the auditor independence requirements of the *Corporations Act 2001* in relation to the audit
- (b) no contraventions of any applicable code of professional conduct in relation to the audit.


D A STOLZ
as delegate of the Auditor-General of Queensland



Queensland Audit Office
Brisbane

Ipswich City Properties Pty Ltd
Financial Report for the year ended 30 June 2017

STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED 30 JUNE 2017

	Note	2017 \$000's	2016 \$000's
Income			
Rental Income		1,704	2,174
Debt Forgiven		-	34,071
Interest		12	3
Other Revenue		1,396	499
Total Income		3,111	36,746
Expense			
Materials and Services	2	4,345	3,820
Finance Costs		-	4,019
Other Expenses	3	836	455
Total Expense		5,181	8,294
Operating Surplus (Deficit) for the Year		(2,070)	28,452
TOTAL COMPREHENSIVE INCOME		(2,070)	28,452

Ipswich City Properties Pty Ltd
Financial Report for the year ended 30 June 2017

STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2017

Assets	Note	2017 \$000's	2016 \$000's
Current Assets			
Cash and Cash Equivalents	4	92	208
Trade and Other Receivables	5	285	93
Construction Work In Progress-Development Agreement	6	1,507	-
Other Current Assets	7	8	8
Total Current Assets		<u>1,892</u>	<u>308</u>
Non-Current Assets			
Work in Progress	8	867	-
Freehold Land	9	26,310	30,900
Total Non-Current Assets		<u>27,177</u>	<u>30,900</u>
TOTAL ASSETS		<u>29,069</u>	<u>31,208</u>
Liabilities			
Current Liabilities			
Trade and Other Payables		1,506	183
Other Current Liabilities		1	1
Total Current Liabilities		<u>1,507</u>	<u>184</u>
Non-Current Liabilities			
Loans	10	39,017	35,819
Total Non-Current Liabilities		<u>39,017</u>	<u>35,819</u>
TOTAL LIABILITIES		<u>40,523</u>	<u>36,003</u>
NET ASSETS (LIABILITIES)		<u>(11,454)</u>	<u>(4,794)</u>
Equity			
Asset Revaluation Surplus		12,973	17,563
Retained Earnings		(24,427)	(22,357)
TOTAL EQUITY		<u>(11,454)</u>	<u>(4,794)</u>

(Balance of Asset Revaluation Surplus please refer to Statement of Change in Equity and note 9)

STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 30 JUNE 2017

	Asset Revaluation Surplus \$000's	Retained Earnings \$000's	Total \$000's
Balance as at 30 June 2015	<u>17,563</u>	<u>(50,809)</u>	<u>(33,246)</u>
Operating Surplus (Deficit) for the Year	-	28,452	28,452
Balance as at 30 June 2016	<u>17,563</u>	<u>(22,357)</u>	<u>(4,794)</u>
Operating Surplus (Deficit) for the Year	-	(2,070)	(2,070)
Decrease in Asset Revaluation Surplus	(4,590)	-	(4,590)
Balance as at 30 June 2017	<u>12,973</u>	<u>(24,427)</u>	<u>(11,453)</u>

The value of issued share capital is \$1.00 for 2016 and 2017, refer to note 11.

Ipswich City Properties Pty Ltd
Financial Report for the year ended 30 June 2017

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2017

	Note	2017 \$000's	2016 \$000's
Cash flows from Operating Activities			
Receipts of Rental Income and Distributions		1,972	2,635
Payments to Suppliers		(4,843)	(4,413)
Interest Received		12	3
Net Cash Provided (Used) by Operating Activities		<u>(2,859)</u>	<u>(1,775)</u>
Cash Flows from Investing Activities			
Payments for Work In Progress		(454)	-
Net Cash Provided (Used) by Investing Activities		<u>(454)</u>	<u>-</u>
Cash Flows from Financing Activities			
Proceeds from Borrowings		3,198	1,873
Net Cash Provided (Used) by Financing Activities		<u>3,198</u>	<u>1,873</u>
Net Increase (Decrease) in Cash and Cash Equivalents Held		<u>(115)</u>	<u>98</u>
Cash and Cash Equivalents at the Beginning of the Financial Year		207	109
Cash and Cash Equivalents at the End of the Financial Year	4	<u>92</u>	<u>207</u>

The accompanying notes form part of the financial statements.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017

Objectives and Principal Activities of the Company

The objectives of Ipswich City Properties Pty Ltd (the Company) are the acquisition, re-development, management and sale of the property known as Ipswich City Square, located at 163 Brisbane Street, Ipswich (the Project).

The principal activities of the Company include all necessary activities related to the Project and may include:

- acquiring land and structures for the Project;
- analysing and evaluating the market which is relevant to the Company;
- developing and formulating business cases;
- tendering and appointing a developer or developers;
- identifying and obtaining all necessary approvals;
- give guarantees, mortgages over the assets of the Company, or any other form of security to help facilitate the development of the Project;
- sell or otherwise transfer the land and structures of the Project;
- negotiate any commercial arrangements relevant to the Project;
- take any other steps which are consistent with the undertaking of the Project.

Note 1: Statement of Significant Accounting Policies

(a) Basis of Preparation

These financial statements are general purpose financial statements prepared under the accrual basis of accounting in accordance with the requirements of the *Corporations Act 2001* and the Australian Accounting Standards – Reduced Disclosure Requirements and Australian Interpretations.

With respect to compliance with Australian Accounting Standards and Interpretations, the Company has applied those requirements applicable to for-profit entities, as the Company is a for-profit public sector entity. Except where otherwise stated the financial statements have been prepared in accordance with the historical cost basis. All amounts throughout the financial statements are in Australian dollars.

(b) The Reporting Entity

The Company does not control other entities. The financial statements include the value of all revenue, expenses, assets, liabilities and equity for the Company as an individual entity.

(c) Comparative Figures

Amounts presented in the financial statements have been rounded to the nearest thousand or, where that amount is less than \$500, to nil.

When required by Accounting Standards, comparative figures have been adjusted to conform to changes in presentation for the current financial year.

Note 1: Statement of Significant Accounting Policies (continued)

(d) Financial Instruments

Recognition

Financial assets and financial liabilities are recognised in the Statement of Financial Position when the Company becomes a party to the contractual provisions to the financial instrument.

Classification

Financial instruments are classified and measured as follows:

- Receivables – held at amortised cost
- Payables – held at amortised cost
- Loans – held at amortised cost

The carrying amounts of trade receivables and payables approximate their fair value.

No financial assets and financial liabilities have been offset and presented on a net basis in the Statement of Financial Position.

The Company does not enter into, or trade with, such instruments for speculative purposes, nor for hedging.

(e) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts.

(f) Trade and Other Receivables

Debtors are recognised at the nominal amounts due at the time of sale or service delivery i.e. the agreed purchase / contract price, with settlement on debtors being generally required within 30 days from the invoice date.

The collectability of receivables is assessed periodically for impairment. All known bad debts were written off at 30 June. If an amount is recovered in a subsequent period it is recognised as revenue.

(g) Trade and Other Payables

Trade and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the company during the reporting period which remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

(h) Taxation

(i) GST

Revenues, expenses and assets are recognised net of the amount of GST. GST credits receivable from and GST payable to the Australian Taxation Office are recognised.

Receivables and payables in the Statement of Financial Position are shown inclusive of GST.

Cash flows are presented in the Statement of Cash Flows on a gross basis, except for the GST component of investing activities which are disclosed as operating activities.

(ii) Income Tax

Ipswich City Properties Pty Ltd is exempt from income tax under Section 24AK as it is an STB under Section 24AO of the Income Tax Assessment Act 1936.

Note 1: Statement of Significant Accounting Policies (continued)

(i) Adoption of Tier 2 Format for Financial Statement

AASB 1053 Application of Tiers of Australian Accounting Standards applies as from reporting periods beginning on or after 1 July 2013. AASB 1053 establishes a differential reporting framework for those entities that prepare general purpose financial statements, consisting of two tiers of reporting requirements - Australian Accounting Standards (commonly referred to as "tier 1"), and Australian Accounting Standards - Reduced Disclosure Requirements (commonly referred to as "tier 2"). Tier 1 requirements comprise the full range of AASB recognition, measurement, presentation and disclosure requirements that are currently applicable to reporting entities in Australia. The only difference between the tier 1 and tier 2 requirements is that tier 2 requires fewer disclosures than tier 1.

(j) Adoption of New and Revised Accounting Standards

Australian Accounting Standards and Interpretations that have recently been issued or amended, but are not yet effective and have not been adopted by the Company for the period ended 30 June, are outlined below along with an assessment of the impact.

Effective for annual reporting periods beginning on or after 1 July 2018

AASB 9 Financial Instruments

AASB 9 replaces AASB 139 Financial Instruments: Recognition and Measurement, and will change the classification, measurement and disclosures of financial assets. AASB 9 must be applied retrospectively. As a result, the Company will measure its financial assets at fair value. The Company is still assessing the impact of measuring financial instruments at fair value and whether there will be any material impact arising from this standard.

Effective for annual reporting periods beginning on or after 1 July 2019

AASB 15 Revenue from Contracts with Customers, AASB 1058 Income of Not-for-Profit Entities and AASB 2016-8 Amendments to Australian Accounting Standards – Australian Implementation Guidance for Not-for Profit Entities AASB 15 will replace AASB 118 Revenue, AASB 111 Construction Contracts and a number of Interpretations. AASB 1058 will replace AASB 1004 Contributions. AASB 2016-8 provides Australian requirements and guidance for not-for-profit entities in applying AASB 9 and AASB 15. AASB 15 and AASB 1058 Together they contain a comprehensive and robust framework for the recognition, measurement and disclosure of income including revenue from contracts with customers. The Company is still reviewing the way that income is measured and recognised to identify whether there will be any material impact arising from these standards. As a result, the timing of the recognition of some service revenue will be affected.

AASB 16 Leases

AASB 16 replaces AASB 117 Leases. A lease liability will initially be measured at the present value of the lease payments to be made over the lease term. A corresponding right-of-use asset will also be recognised over the lease term.

The amended Australian Accounting Standards and Interpretations which were issued at the date of authorisation of the financial report, but have future commencement dates are not likely to have a material impact on the financial statements.

(k) Revenue

Rental Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed.

Interest revenue is recognised using the effective interest method, which for floating rate financial assets is the rate inherent in the instrument.

All revenue is stated net of the amount of GST.

(l) Construction Work In Progress

Ipswich City Properties has entered into a Development Agreement with Ipswich City Council to construct several key components of the Ipswich City Heart Redevelopment Project. Under the Development agreement the cost of these works will be recoverable from Ipswich City Council.

Note 1: Statement of Significant Accounting Policies (continued)

(m) Property, Plant and Equipment

Each class of Property, Plant and Equipment is carried at valuation less, where applicable, any accumulated depreciation and impairment losses. Items of Property, Plant and Equipment with a cost in excess of \$1 are recognised for financial reporting purposes in the year of acquisition.

(i) Acquisition of Assets

Acquisitions of assets are initially recorded at cost. Cost is determined as the fair value of the assets given as consideration such as cost of materials, direct labour, borrowing costs and an appropriate proportion of fixed and variable overheads.

(ii) Capital and Operating Expenditure

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to the entity and the cost of the item can be measured reliably. All other repairs and maintenance are charged to the Statement of Comprehensive Income during the financial period in which they are incurred.

(iii) Fair value measurement

AASB 13 sets out the definition of 'fair value' as well as principles to be applied when determining the fair value of assets and liabilities. The requirements apply to all of the company's assets and liabilities (excluding leases) that are measured and/or disclosed at fair value.

(iv) Valuation

Land, buildings and plant and equipment are measured at fair value in accordance with AASBB 116 Property, Plant and Equipment and AASB 13 Fair Value Measurement. Non-current physical assets measured at fair value are revalued, where required, so that the carrying amount of each class of asset does not materially differ from its fair value at the reporting date. This is achieved by engaging independent, professionally qualified valuers to determine the fair value for each class of property, plant and equipment assets at least once every 5 years. In the intervening years, Directors conduct a Director's valuation to ensure the land, buildings and plant and equipment's carrying amount is not materially different to the fair value.

Increases in the carrying amount arising on revaluation are credited to an asset revaluation surplus in shareholders' equity. Decreases that offset previous increases of the same asset are charged against the asset revaluation surplus directly in equity; all other decreases are charged to the statement of comprehensive income. Any accumulated depreciation at the date of revaluation is eliminated against the gross carrying amount of the asset and the net amount is restated to the revalued amount of the asset.

Freehold Land was independently valued by Taylor Byrne Valuers and Property Consultants on 29 June 2017. The process involved a desktop valuation based on highest and best use of the property as redevelopment, with comparisons to recent market transactions. The buildings and plant and equipment are considered to be economically obsolete. The property generates holding income while a development scheme is prepared and implemented.

(n) Impairment

Assets are assessed for indicators of impairment annually. If an indicator of possible impairment exists, the company determines the asset's recoverable amount. Any amount by which the asset's carrying amount exceeds the recoverable amount is recorded as an impairment loss. The recoverable amount of an asset is the higher of its fair value less costs to sell and its value in use. An impairment loss is recognised as an expense in the Statement of Comprehensive Income, unless the asset is carried at a revalued amount. When the asset is measured at a revalued amount, the impairment loss is offset against the asset revaluation surplus of the relevant class to the extent available.

Note 1: Statement of Significant Accounting Policies (continued)

(o) Lease

The Company leases components of Ipswich City Square to predominately retail tenants. Ipswich City Square has been earmarked for redevelopment for the past few years, resulting in an increasing number of vacant premises during the financial year. A number of the remaining tenancies are leased on a month by month basis and as such are not included in the disclosure below. The minimum future rental income under non-cancellable operating lease is:

- (i) \$552k not later than one year;
- (ii) \$571k later than one year and not later than five years;
- (i) \$91k not later than five years.

(p) Continuation

The continuation of the Company is dependent on the ongoing financial commitment from the Ipswich City Council. In April 2013 Ipswich City Council passed a resolution affirming their ongoing financial support of the Company. This commitment is provided without limitation or expiry.

(q) Issuance of Financial Statements

The financial statements are authorised for issue by the Directors at the date of signing the Directors' Declaration.

(r) Accounting Estimates and Judgements

The preparation of financial statements necessarily requires the determination and use of certain critical accounting estimates, assumptions, and management judgements that have the potential to cause a material adjustment to the carrying amounts of assets and liabilities. Such estimates, judgements and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and in future periods as relevant. Significant accounting estimates and judgements have been applied to the revaluation of Freehold Land, refer note 9.

Ipswich City Properties Pty Ltd
Financial Report for the year ended 30 June 2017

	2017 \$000's	2016 \$000's
Note 2 Materials and Services		
Centre Management	512	522
Rates and Other Utilities Charges	1,437	1,171
Cleaning	439	446
Consultants and Contractors	506	317
Media Expenses	291	197
Repairs and Maintenance	361	343
Security	390	378
Other Materials and Services	408	446
	<u>4,345</u>	<u>3,820</u>
Note 3 Other Expenses		
Auditor's Remuneration	15	8
Travel Costs	18	15
Rent	11	-
Bad Debts Written Off	12	27
Construction Expenses	116	-
Fees and Permits	40	26
Land Tax	183	-
Marketing	55	250
Service Charges	48	-
Car Park Expenses	153	114
General Expenses	185	15
	<u>836</u>	<u>455</u>
Note 4 Cash and Cash Equivalents		
Cash at Bank	57	78
Property Management Trust Account	36	130
	<u>92</u>	<u>208</u>
Note 5 Trade and Other Receivables		
Trade Receivables	91	66
GST Receivable	194	27
	<u>285</u>	<u>93</u>
Note 6 Construction Work In Progress-Development Agreement		
Consultancy Fees	1,421	-
Other Pre-Development Costs	87	-
	<u>1,507</u>	<u>-</u>
Note 7 Other Current Assets		
Prepayments	8	8
	<u>8</u>	<u>8</u>
Note 8 Work in Progress		
Consultancy Fees	838	-
Other Pre-Development Costs	29	-
	<u>867</u>	<u>-</u>

Ipswich City Properties Pty Ltd
Financial Report for the year ended 30 June 2017

	2017 \$000's	2016 \$000's
Note 9 Freehold Land		
Carrying Amount at 1 July	30,900	30,900
less Revaluation	(4,590)	-
Carrying Amount at 30 June	<u>26,310</u>	<u>30,900</u>
Note 10 Loans - Ipswich City Council		
Opening Balance	35,819	63,998
Advances	3,198	1,873
Debt Forgiven	-	(34,071)
Accrued Interest	-	4,019
Closing Balance	<u>39,017</u>	<u>35,819</u>

The Company has a loan agreement with Ipswich City Council. This loan does not have a principal repayment schedule or minimum monthly repayment and operates similar to a line of credit facility, has a facility limit of \$75 million.

During 2015-2016 financial year, Ipswich City Council (Council) recognised the impact of historical economic conditions on the pace of the re-development activities at the Ipswich City Square site and resolved to partially forgive the loan to the company to the value of \$34.071 million and amend the interest rate of the remaining portion of the loan to zero percent.

Note 11 Company Details

The registered office and principal place of business of the company is:

C/- Ipswich City Council
45 Roderick Street
IPSWICH QLD 4305
ACN : 135 760 637
ABN: 88 135 760 637

Following a resolution of Ipswich City Council, Ipswich City Properties Pty Ltd (ICP) was incorporated on 9 March 2009. Ipswich City Council is the parent entity and has control over the Company.

The Company has issued and paid up capital of 1 ordinary share at \$1.00 each. Total Contributed Equity \$1.00 for 2016 and 2017.

Note 12 No dividends were paid or declared by the company during the financial year.

Ipswich City Properties Pty Ltd
Financial Report for the year ended 30 June 2017

Note 13 Related Parties

(a) The following persons were appointed by Ipswich Council and held office as directors of Ipswich City Properties Pty Ltd (ICP) during the financial period and up to the balance date unless ceased before balance date as stated below:

	Appointment Date	Cease Date
Cr P Tully	09/03/2009	
Cr P Pisasale	09/03/2009	12/06/2017
Cr A Antonioli	17/09/2014	
Mr J Lindsay	09/03/2009	
Mr A Roach	14/10/2014	
Mr D Best	06/01/2014	

(b) No fees were paid to the directors of the company.

(c) Loans and Guarantees from Related Parties.

	2017 \$000's	2016 \$000's
Loan facility limit - Ipswich City Council. Please refer to note 10 for additional information.	75,000	75,000

(d) The following amounts (ex GST) were received, or were receivable, from entities related to the Company for services or resources provided by the Company:

Ipswich City Council	46	46
Total	<u>46</u>	<u>46</u>

(e) The following amounts (ex GST) were paid, or were payable, to entities related to the Company for services or resources provided to the Company:

Ipswich City Council	1,018	763
Ipswich City Developments Pty Ltd	74	-
Ipswich City Enterprises Pty Ltd	4	-
Total	<u>1,096</u>	<u>763</u>

Ipswich City Properties Pty Ltd
Financial Report for the year ended 30 June 2017

Note 14 Going Concern

Ipswich City Council, as the 100% owner of the Company, has provided their ongoing commitment to financially support the Company so it can meet its future financial commitments as and when they fall due.

Note 15 Events Subsequent to Balance Date

After balance date, the Crime and Corruption Commission charged a Director with official corruption, in relation to their role with Ipswich City Council, and was immediately suspended by the Council. The Director has not acted on behalf of the Company, subsequent to being charged. A former Director has also been charged with official corruption, in relation to their previous role with Ipswich City Council, as part of the investigation. The Crime and Corruption Commission also charged a former Director, who resigned prior to balance date, with serious offences. Court hearings for those charged are yet to take place. To the best of the Company's knowledge at the date of this report, there is no material impact on this financial report.

There are no other matters or circumstances, which have arisen since the end of the financial year, that have significantly affected, or may significantly affect, the operations of the Company, the results of those operations or the state of affairs of the Company in the future.

DIRECTORS' DECLARATION

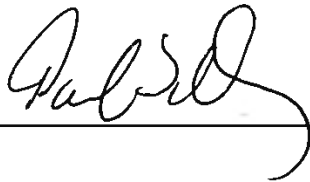
The Directors of the Company declare that:

1. the attached financial statements and notes thereto, including the matters disclosed in Note 15 Events Subsequent to Balance Date, are in accordance with the *Corporations Act 2001*, including compliance with accounting standards and giving a true and fair view of the financial position as at 30 June 2017 and of its performance of the Company for the financial year ended on that date; and

2. in the Directors' opinion there are reasonable grounds to believe that the Company will be able to pay its debts as and when they become due and payable.

This declaration is made in accordance with a resolution of the Board of Directors of the Company.

Director



Director



Date

27/11/17

INDEPENDENT AUDITOR'S REPORT

To the Members of Ipswich City Properties Pty Ltd

Report on the audit of the financial report

Opinion

I have audited the accompanying financial report of Ipswich City Properties Pty Ltd.

In my opinion, the financial report:

- a) gives a true and fair view of the company's financial position as at 30 June 2017, and its financial performance and cash flows for the year then ended
- b) complies with Australian Accounting Standards.

The financial report comprises the statement of financial position as at 30 June 2017, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes to the financial statements including summaries of significant accounting policies and other explanatory information, and the directors' declaration.

Basis for opinion

I conducted my audit in accordance with the *Auditor-General of Queensland Auditing Standards*, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of my report.

I am independent of the company in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code and the *Auditor-General of Queensland Auditing Standards*.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Other information

Other information comprises the information included in the company's directors' report for the year ended 30 June 2017, but does not include the financial report and my auditor's report thereon.

Those charged with governance are responsible for the other information.

My opinion on the financial report does not cover the other information and accordingly I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact.

I have nothing to report in this regard.

Responsibilities of the company for the financial report

The company's directors are responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards, and for such internal control as the company's directors determine is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

The company's directors are also responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the company or to cease operations, or has no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial report

My objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for expressing an opinion on the effectiveness of the company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the company.
- Conclude on the appropriateness of the company's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the company's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. I base my conclusions on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the company's directors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

D. Stolz

Debra Stolz
as delegate of the Auditor-General



Queensland Audit Office
Brisbane

IPSWICH MOTORSPORT PARK PTY LTD

ABN 88 611 160 902

**FINANCIAL REPORT
FOR THE PERIOD ENDED 30 JUNE 2017**

Ipswich Motorsport Park Pty Ltd
Financial Report for the period ended 30 June 2017

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Ipswich Motorsport Park Pty Ltd Directors' Report 2016-2017

The directors present their report on Ipswich Motorsport Pty Ltd (The Company) for the financial year ended 30 June 2017.

Directors

The names of directors in office at any time during or since the end of the financial year were:

Cr P Tully
Cr P Pisasale (resigned 12 June 2017)
Cr D Morrison
Mr J Lindsay
Mr A Roach
Mr C Maudsley
Mr V Attwood (resigned 15 November 2016)

Operating Results

The operating result from ordinary activities of the Company for the financial year ended 30 June 2017 was a deficit of \$412,699.

Review of Operations

The company is 100% owned by Ipswich City Council and is governed by a Board of Directors.

The company's objectives are to redevelop the Willowbank motorsport precinct into an internationally recognised motorsport and events precinct and subsequently operate and control the precinct's operations. By increasing participation and attendance, the precinct aims to deliver commercial and economic benefits to the local and Queensland economy while supporting and facilitating Australia's burgeoning, motorsports industry.

An overview of significant activities conducted by the Company in the 2016-2017 financial year were:

- Master Planning for the site's future growth and utilisation;
- Investigations into strategic land acquisitions to support mater planning goals;

- Supporting existing precinct events such as CMC Rocks and consultation with organisers of new events;
- Liaison with key precinct stakeholders and lease holders; and
- Investigations into various commercial and non-commercial precinct opportunities such as a driver training facility and a motorsport related museum.

Events Subsequent to the End of the Reporting Period

Attention is drawn to Note 10 of the Company's Financial Report for the year ending 30 June 2017 regarding events that have taken place since the end of the reporting period.

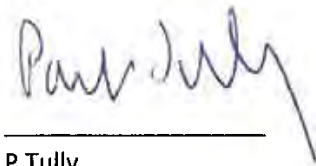
Indemnification of Directors and Officers

During the financial year, the Company paid an insurance premium in respect of an insurance policy for the benefit of Directors, secretaries and executive officers of the Company. The insurance policy grants indemnification in respect of certain liabilities for which the Corporations Act 2001 allows indemnification. The insurance policy does not permit the disclosure of the nature of the liabilities insured nor the amount of the premium. No insurance cover has been provided for the benefit of the auditors of the Company.

Auditor's Independence Declaration

The auditor's independence declaration for the year ended 30 June 2017 forms part of this report and a copy of this declaration is attached.

This report is made in accordance with a resolution of the Board of Directors and is signed for and on behalf of the Directors by:



P Tully
Chairman



A Roach
Director

Signed and dated 27/11/17

AUDITOR'S INDEPENDENCE DECLARATION

To the Directors of Ipswich Motorsport Park Pty Ltd

This auditor's independence declaration has been provided pursuant to s.307C of the *Corporations Act 2001*.

Independence declaration

As lead auditor for the audit of Ipswich Motorsport Park Pty Ltd for the financial year ended 30 June 2017, I declare that, to the best of my knowledge and belief, there have been:

- (a) no contraventions of the auditor independence requirements of the *Corporations Act 2001* in relation to the audit
- (b) no contraventions of any applicable code of professional conduct in relation to the audit.



D. Stolz
D A STOLZ
as delegate of the Auditor-General of Queensland

Queensland Audit Office
Brisbane

Ipswich Motorsport Park Pty Ltd
Financial Report for the period ended 30 June 2017

STATEMENT OF COMPREHENSIVE INCOME FOR THE PERIOD ENDED 30 JUNE 2017

	Note	2017 \$
Income		
Interest Received		865
Other Income		150,000
Total Income		<u>150,865</u>
Expense		
Professional Services	2	506,755
Service Charges		27,643
Other Expenses	3	29,165
Total Expense from Continuing Operations		<u>563,563</u>
Operating Surplus (Deficit) for the Period		<u>(412,699)</u>
TOTAL COMPREHENSIVE INCOME		<u><u>(412,699)</u></u>

Ipswich Motorsport Park Pty Ltd
Financial Report for the period ended 30 June 2017

STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2017

	Note	2017 \$
Assets		
Current Assets		
Cash and Cash Equivalents	4	39,305
Trade and Other Receivables	5	4,430
Total Current Assets		<u>43,735</u>
TOTAL ASSETS		<u>43,735</u>
Liabilities		
Current Liabilities		
Accrued Charges		6,000
Other Payables		334
Total Current Liabilities		<u>6,334</u>
Non-Current Liabilities		
Borrowings	6	450,000
Total Non -Current Liabilities		<u>450,000</u>
TOTAL LIABILITIES		<u>456,334</u>
NET ASSETS (LIABILITIES)		<u>(412,599)</u>
Equity		
Contributed Equity	7	100
Retained Earnings		(412,699)
TOTAL EQUITY		<u>(412,599)</u>

The accompanying notes form part of these financial statements.

Ipswich Motorsport Park Pty Ltd
Financial Report for the period ended 30 June 2017

STATEMENT OF CHANGES IN EQUITY FOR THE PERIOD ENDED 30 JUNE 2017

	Note	Contributed Equity \$	Retained Earnings \$	Total \$
Issued Share Capital		100	-	100
Operating Surplus (Deficit) for the Period		-	(412,699)	(412,699)
Balance as at 30 June 2017		<u>100</u>	<u>(412,699)</u>	<u>(412,599)</u>

The accompanying notes form part of these financial statements.

Ipswich Motorsport Park Pty Ltd
Financial Report for the period ended 30 June 2017

STATEMENT OF CASH FLOWS FOR THE PERIOD ENDED 30 JUNE 2017

	Notes	2017
Cash Flows from Operating Activities		
Receipts of Fees and Contributions		200,039
Payments to Suppliers		(611,699)
Interest Received		865
Net Cash Provided (Used) by Operating Activities		<u><u>(410,795)</u></u>
Cash Flows from Investing Activities		
Share Capital		100
Net Cash Provided (Used) by Investing Activities		<u><u>100</u></u>
Cash Flows from Financing Activities		
Movement in Borrowings		450,000
Net Cash Provided (Used) by Financing Activities		<u><u>450,000</u></u>
Net Increase (Decrease) in Cash and Cash Equivalents Held		<u><u>39,305</u></u>
Cash and Cash Equivalents at the Beginning of the Financial Period		-
Cash and Cash Equivalents at the End of the Financial Period	4	<u><u>39,305</u></u>

The accompanying notes form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30 JUNE 2017

Objectives and Principal Activities of the Company

Ipswich Motorsport Park Pty Ltd's (the Company) objective is to redevelop the Willowbank motorsport precinct into an internationally recognised motorsport and events precinct and subsequently operate and control the precinct's operations. By increasing participation and attendance, the precinct aims to deliver commercial and economic benefits to the local and Queensland economy while supporting and facilitating Australia's burgeoning motorsports industry.

Note 1: Statement of Significant Accounting Policies

(a) Basis of Preparation

These financial statements are general purpose financial statements prepared under the accrual basis of accounting in accordance with the requirements of the *Corporations Act 2001* and the Australian Accounting Standards – Reduced Disclosure Requirements and Australian Interpretations.

With respect to compliance with Australian Accounting Standards and Interpretations, the Company has applied those requirements applicable to for-profit entities, as the Company is a for-profit public sector entity. Except where otherwise stated the financial statements have been prepared in accordance with the historical cost basis. All amounts throughout the financial statements are in Australian dollars.

(b) The Reporting Entity

The Company does not control other entities. The financial statements include the value of all revenue, expenses, assets, liabilities and equity for the Company as an individual entity.

(c) Financial Instruments

Recognition

Financial assets and financial liabilities are recognised in the Statement of Financial Position when the Company becomes a party to the contractual provisions to the financial instrument.

Classification

Financial instruments are classified and measured as follows:

- Receivables – held at amortised cost
- Payables – held at amortised cost
- Loans – held at amortised cost

The carrying amounts of trade receivables and payables approximate their fair value.

No financial assets and financial liabilities have been offset and presented on a net basis in the Statement of Financial Position.

The Company does not enter into, or trade with, such instruments for speculative purposes, nor for hedging.

(d) Cash and Cash Equivalents

Cash and cash equivalents include deposits held at call with banks.

(e) Trade and Other Receivables

Debtors are recognised at the nominal amounts due at the time of sale or service delivery i.e. the agreed purchase / contract price, with settlement on debtors being generally required within 30 days from the invoice date.

The collectability of receivables is assessed periodically for impairment. All known bad debts were written off at 30 June. If an amount is recovered in a subsequent period it is recognised as revenue.

Ipswich Motorsport Park Pty Ltd
Financial Report for the period ended 30 June 2017

Note 1: Statement of Significant Accounting Policies (continued)

(f) Trade and Other Payables

Trade and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the Company during the reporting period which remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

(g) Taxation

(i) GST

Revenues, expenses and assets are recognised net of the amount of GST. GST credits receivable from and GST payable to the Australian Taxation Office are recognised.

Receivables and payables in the Statement of Financial Position are shown inclusive of GST.

Cash flows are presented in the Statement of Cash Flows on a gross basis, except for the GST component of investing activities which are disclosed as operating activities.

(ii) Income Tax

Ipswich Motorsport Park Pty Ltd is exempt from income tax under Section 24AK as it is an STB under Section 24AO of the *Income Tax Assessment Act 1936*.

(h) Adoption of Tier 2 Format for Financial Statement

AASB 1053 Application of Tiers of Australian Accounting Standards applies in this financial report. AASB 1053 establishes a differential reporting framework for those entities that prepare general purpose financial statements, consisting of two tiers of reporting requirements - Australian Accounting Standards (commonly referred to as "tier 1"), and Australian Accounting Standards - Reduced Disclosure Requirements (commonly referred to as "tier 2"). Tier 1 requirements comprise the full range of AASB recognition, measurement, presentation and disclosure requirements that are currently applicable to reporting entities in Australia. The only difference between the tier 1 and tier 2 requirements is that tier 2 requires fewer disclosures than tier 1.

(i) Adoption of New and Revised Accounting Standards

Australian Accounting Standards and Interpretations that have recently been issued or amended, but are not yet effective and have not been adopted by the Company for the period ended 30 June, are outlined below along with an assessment of the impact:

Effective for annual reporting periods beginning on or after 1 July 2018

AASB 9 Financial Instruments

AASB 9 replaces AASB 139 Financial Instruments: Recognition and Measurement, and will change the classification, measurement and disclosures of financial assets. AASB 9 must be applied retrospectively. As a result, the Company will measure its financial assets at fair value. There will not be any material impact arising from the application of the new standard.

Effective for annual reporting periods beginning on or after 1 July 2019

AASB 15 Revenue from Contracts with Customers, AASB 1058 Income of Not-for-Profit Entities and AASB 2016-8 Amendments to Australian Accounting Standards – Australian Implementation Guidance for Not-for Profit Entities

AASB 15 will replace AASB 118 Revenue, AASB 111 Construction Contracts and a number of Interpretations. AASB 1058 will replace AASB 1004 Contributions. AASB 2016-8 provides Australian requirements and guidance for not-for-profit entities in applying AASB 9 and AASB 15. AASB 15 and AASB 1058 Together they contain a comprehensive and robust framework for the recognition, measurement and disclosure of income including revenue from contracts with customers. There will not be any material impact arising from the application of these new standards.

Ipswich Motorsport Park Pty Ltd
Financial Report for the period ended 30 June 2017

Note 1: Statement of Significant Accounting Policies (continued)

(j) Revenue

Interest revenue is recognised using the effective interest method, which for floating rate financial assets is the rate inherent in the instrument.

All revenue is stated net of the amount of GST.

(k) Finance Costs

No finance costs have been expensed during the reporting period.

(l) Continuation

The continuation of the company is dependent on the ongoing financial commitment from Ipswich City Council. On 27 June 2017 Ipswich City Council passed a resolution affirming their ongoing financial support of the Company. This commitment is provided without limitation or expiry.

(m) Issuance of Financial Statements

The financial statements are authorised for issue by the Directors at the date of signing the Directors Declaration.

(n) Accounting Estimates and Judgements

The preparation of financial statements necessarily requires the determination and use of certain critical accounting estimates, assumptions, and management judgements that have the potential to cause a material adjustment to the carrying amounts of assets and liabilities within the next financial year. Such estimates, judgements and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and in future periods as relevant.

No significant accounting estimates or judgements have been made during this reporting period.

Ipswich Motorsport Park Pty Ltd
Financial Report for the period ended 30 June 2017

		2017 \$
Note 2	Professional Services	
	Consultancy Fees	188,744
	Legal and Professional Fees	4,155
	Management Services	257,244
	Recruitment Expense	46,343
	Vehicle Expenses	10,269
		506,755
Note 3	Other Expenses	
	Auditors Fees	6,000
	Travelling Expenses	11,406
	General Expenses	11,759
		29,165
Note 4	Cash and Cash Equivalents	
	Cash at Bank	39,198
	CBA Debit Card Account	107
		39,305
Note 5	Trade and Other Receivables	
	GST Receivable	4,430
		4,430
Note 6	Borrowings	
	Borrowings	450,000
		450,000
Note 7	Contributed Equity	
	Contributed Equity	100
	(100 Ordinary Shares as \$1 each)	
		100

The Company has a loan agreement with Ipswich City Council. This loan does not have a principal repayment schedule or minimum monthly repayment and operates similar to a line of credit facility, has a facility limit of \$5 million and is provided on a zero interest basis.

Note 8 Company Details
The registered office and principal place of business of the Company is:
C/- Ipswich City Council
45 Roderick Street
IPSWICH QLD 4305
ACN: 611 160 902
ABN: 88 611 160 902

Following a resolution of Ipswich City Council, Ipswich Motorsport Precinct Pty Ltd was incorporated on 7 March 2016. The company commenced trading in November 2016. The name of the company was changed to Ipswich Motorsport Park Pty Ltd on 21 February 2017. The period of this financial report is from 7 March 2016 to 30 June 2017. Ipswich City Council is the parent entity and has control over the Company.

Ipswich Motorsport Park Pty Ltd
Financial Report for the period ended 30 June 2017

Note 9 Related Parties

(a) The following persons held office as Directors of the company during the financial period and up to the balance date unless ceased before balance date as stated below:

		Appointment Date	Cease Date
Cr P Tully	Appointed by Ipswich City Council	26/05/2016	
Cr P Pisasale	Appointed by Ipswich City Council	07/03/2016	12/06/2017
Cr D Morrison	Appointed by Ipswich City Council	07/03/2016	
Mr J Lindsay	Appointed by Ipswich City Council	07/03/2016	
Mr A Roach	Appointed by Ipswich City Council	16/08/2016	
Mr C Maudsley	Appointed by Ipswich City Council	07/03/2016	
Mr V Attwood	Appointed by Ipswich City Council	07/03/2016	15/11/2016

(b) No fees were paid to the directors of the company.

2017
\$

(c) Loans and Guarantees from Related Parties.

Loan facility limit - Ipswich City Council.

5,000,000

Please refer to note 6 for additional information.

(d) The following amounts (ex GST) were paid, or are payable, to entities related to the Company for services or resources provided to the Company:

Ipswich City Developments Pty Ltd	30,053
Ipswich City Enterprises Pty Ltd	391,380
Total	<u>421,433</u>

(e) The following amount (ex GST) was paid, or are payable, to Ipswich City Enterprises Pty Ltd for key management personnel services:

Payment for key management personnel services	257,244
	<u>257,244</u>

This is included in the amount paid to Ipswich City Enterprises Pty Ltd in Note 9(d) above.

Note 10 Going Concern and Events Subsequent to Balance Date

Ipswich City Council, as the 100% owner of the Company, has provided their ongoing commitment to financially support the Company so it can meet any future financial commitments as and when they fall due. As its controlling entity, Ipswich City Council has resolved to develop a strategy for the winding up of the operations of the Company. However at the date of signing these financial statements, this strategy is still being developed.

After balance date, the Crime and Corruption Commission charged a Director with official corruption and a second Director with official misconduct. The charges are in relation to their roles with Ipswich City Council, and both were immediately suspended by the Council. These Directors have not acted on behalf of the Company, subsequent to being charged. The Crime and Corruption Commission also charged a former Director, who resigned prior to balance date, with serious offences. Court hearings for those charged are yet to take place. To the best of the Company's knowledge at the date of this report, there is no material impact on this financial report.

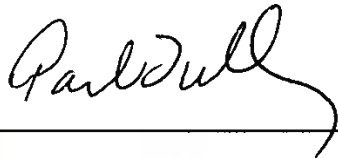
DIRECTORS' DECLARATION

The Directors of the Company declare that:

1. the attached financial statements and notes thereto, including the matters disclosed in Note 10 Going Concern and Events Subsequent to Balance Date, are in accordance with the *Corporations Act 2001*, including compliance with accounting standards and giving a true and fair view of the financial position as at 30 June 2017 and of its performance of the Company for the financial period ended on that date; and
2. in the Directors' opinion there are reasonable grounds to believe that the Company will be able to pay its debts as and when they become due and payable.

This declaration is made in accordance with a resolution of the Board of Directors of the Company.

Director



Director



Date

27/11/17

Ipswich Motorsport Park Pty Ltd
Financial Report for the period ended 30 June 2017

INDEPENDENT AUDITOR'S REPORT

INDEPENDENT AUDITOR'S REPORT

To the Members of Ipswich Motorsports Park Pty Ltd

Report on the audit of the financial report

Opinion

I have audited the accompanying financial report of Ipswich Motorsports Park Pty Ltd.

In my opinion, the financial report:

- a) gives a true and fair view of the company's financial position as at 30 June 2017, and its financial performance and cash flows for the year then ended
- b) complies with Australian Accounting Standards.

The financial report comprises the statement of financial position as at 30 June 2017, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes to the financial statements including summaries of significant accounting policies and other explanatory information, and the directors' declaration.

Basis for opinion

I conducted my audit in accordance with the *Auditor-General of Queensland Auditing Standards*, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of my report.

I am independent of the company in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code and the *Auditor-General of Queensland Auditing Standards*.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Other information

Other information comprises the information included in the company's directors' report for the year ended 30 June 2017, but does not include the financial report and my auditor's report thereon.

Those charged with governance are responsible for the other information.

My opinion on the financial report does not cover the other information and accordingly I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact.

I have nothing to report in this regard.

Responsibilities of the company for the financial report

The company's directors are responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards, and for such internal control as the company's directors determine is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

The company's directors are also responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the company or to cease operations, or has no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial report

My objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for expressing an opinion on the effectiveness of the company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the company.
- Conclude on the appropriateness of the company's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the company's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. I base my conclusions on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the company's directors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.



Debra Stolz
as delegate of the Auditor-General



Queensland Audit Office
Brisbane

A4585032

City Management, Finance and Community Engagement Committee	
Mtg Date: 23.01.18	OAR: YES
Authorisation: Andrew Roach	

10 January 2018

MEMORANDUM

TO: CHIEF FINANCIAL OFFICER

FROM: STRATEGIC CLIENT OFFICE MANAGER

RE: CUSTOMER SERVICE ACTIVITIES STATUS REPORT – DECEMBER 2017

INTRODUCTION:

This is a report by the Strategic Client Office Manager dated 10 January 2018 concerning customer service delivery activities for the period 1 November to 31 December 2017.

BACKGROUND:

The Propel Partnerships (Propel) via Service Queensland Partnership was responsible for the delivery of Council's direct customer services and customer support services for the 10 years to 6 November 2017.

From 7 November 2017 new arrangements are in place:

- ∑ Services Queensland no longer delivers these services for Council.
- ∑ Council has engaged 3 technical consultants from Peak Services (formally Propel) to assist in the delivery of services by Council.
- ∑ Council's Strategic Client Branch continues to provide the same level of staff resources for service delivery.
- ∑ If Peak Services are successful in improving service delivery so that pre-determined stretch targets are achieved, then Peak Services will earn an incentive payment.
- ∑ As a separate arrangement Council has contracted Peak Services to deliver Out of Business Hours Contact Centre Services for Ipswich City Council customers.

The following table describes the contracted service level targets.

Name	Description	Minimum Service Level	Bonus Service Level	Nov 17 Service Level Achieved	Dec 17 Service Level Achieved
First Point of Contact Resolution (FPOCR)	The percentage of customer enquiries that are resolved at the first point of contact, regardless of channel used (phone, counter, email, internet, etc.)	75%	80%	83%	90%
Grade of Service - Phone (GoS)	The percentage of customer calls that are answered within 20 seconds.	80%	(Level 1) 83% (Level 2) 85%	85%	92%
Grade of Service - Phone (GoS)	The percentage of customer calls that are answered within 60 seconds.	90%	92%	92%	96%
Rates Arrears	The percentage of rates notices that are not in arrears compared to total rates notices produced.	98%	98.15%	98.16%	98.02%
Processing time for customer requests	The time to process a customer request from receiving a CES CRM service request compared to Council corporate standard time frames. % Requests completed within corporate standard timeframes.	80%	95%	96%	96%
Processing of all incoming mail	The percentage of applicable and relevant daily incoming mail that is scanned registered and tasked within the first Business Day of receipt.	80%	98%	97%	92%
Processing of incoming emails	The percentage of incoming emails received that are registered and tasked, responded to, or identified as junk by midnight of the first business day of receipt.	80%	98%	100%	100%
Lodgement of P&D applications	The percentage of P&D applications that are lodged, registered, payments assessed and receipted and prepared as a digital file for planning assessment within 24 hours of receipt (business days).	To be determined in period to 31 March 2018	To be determined in period to 31 March 2018	NA%	NA%

Customer Service Performance Outcomes for November and December 2017

The service outcomes shaded in grey highlight bonus service level not achieved.

Out of Hours Call Centre Services

Name	Description	Minimum Service Level	Nov 17	Dec 17
Grade of Service	The percentage of customer calls that are answered within 30 seconds.	80%	88%	85%

There is no bonus service level applicable to out of hours.

Service levels for customer calls exceeded expectations due to two (2) factors:

- Σ The consultants from Peak Services arranged additional resources for the call centre teams, using a little more than the normal monthly budget, as they were very focussed on hitting as many of the stretch targets as possible at the commencement of the new arrangement. Their budget for resources is capped so resources will have to be managed more tightly over the 12 months to offset any excess used in November and December this year.

- Σ Call volumes in December dropped significantly from historical trends. There is no identifiable reason for the drop in calls. Coincidentally call volumes in January have been a little more than expected. Call volumes were 11,967 in December 2017 compared to 14,976 in December 2016 and 13,577 in 2015. December this year was 20% less than the previous year. As a consequence staff levels were higher than would have been allowed for the lower volume with the result that service levels lifted significantly.

Planning and Development applications and lodgements continue at record levels as do the numbers of new properties registered with land titles and advised to Council. New properties are required to be entered into Council's Property Register and Rating systems so rate notices can be created.

In December 2017, 80,508 rate assessments were generated compared to 77,078 the previous December, an increase of 4.5%. These activities are consistent with the robust growth in properties and people across the city.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

RECOMMENDATION:

That the report be received and the contents noted.

Richard Bennett
STRATEGIC CLIENT OFFICE MANAGER

I concur with the recommendation contained in this report.

Andrew Roach
CHIEF FINANCIAL OFFICER

A4573608

3 January 2018

MEMORANDUM

TO: CHIEF FINANCIAL OFFICER

FROM: RECOVERIES MANAGER

RE: OVERDUE RATES AND CHARGES: OCTOBER-DECEMBER 2017 QUARTER

INTRODUCTION:

This is a report by the Recoveries Manager dated 3 January 2018 concerning rate arrears and rate collection statistics for the period October-December 2017.

BACKGROUND:

Overdue Rates & Charges:

	Yearly Levies	Arrears \$ End of quarter	Arrears %	Total Assessments	Assessments in Arrears End of quarter	% in Arrears
June 2012	\$143,520,383	\$3,952,492	2.77	68,385	4,969	7.27
June 2013	\$152,366,516	\$2,761,175	1.81	69,409	4,199	6.05
June 2014	\$162,735,579	\$2,492,150	1.56	70,533	3,924	5.56
June 2015	\$175,942,886	\$2,764,243	1.57	72,515	4,949	6.82
June 2016	\$189,635,715	\$3,034,312	1.60	75,207	5,090	6.77
June 2017	\$205,419,598	\$3,680,474	1.79	78,689	6,067	7.71
Sept 2017	\$208,842,075	\$3,844,841	1.84	79,793	6,083	7.62
Dec 2017	\$212,463,832	\$4,207,191	1.98	80,508	6,143	7.63

Arrears \$ value:

Following the completion of the October-December rating period, the approximate balance of overdue rates and charges was \$4,207,191 or 1.98% of the total rates. This represents an increase in outstanding balances of \$362,350 or 0.14% from the previous quarter.

Arrears - Number of Assessments:

At the end of the December quarter, 6,143 assessments remained in arrears.
5,491 (89%) of assessments held balances outstanding of less than \$1,000.00, including 2,845 (46%) with outstanding balances of less than \$100.00.

Reminder Letters:

Quarter	Reminder letters	\$	Second letter	\$
April – June 2012	8,250	\$3,952,492	3,519	\$2,630,456
April – June 2013	8,666	\$4,577,587	3,605	\$1,874,009
April – June 2014	8,633	\$4,797,481	3,440	\$1,678,378
April - June 2015	8,634	\$5,117,628	3,888	\$2,320,978
April - June 2016	9,776	\$5,767,789	4,247	\$2,375,731
April-June 2017	11,102	\$6,214,851	4,950	\$3,023,858
July-September 2017	11,241	\$6,956,062	4,735	\$3,237,916
October – December 2017	11,202	\$7,419,069	4,655	\$3,095,801

Legal Actions undertaken to recover Rates:

The following actions were commenced, or finalised on behalf of Council during the October - December quarter 2017:

Action	Number	Value
New Claims Filed	31	\$80,448
Filed Claims Paid in full prior to Judgement	19	\$51,393
Defences Lodged	1	\$2,174
Defences Resolved	0	0
Defences under Legal Dept Control	4	\$9,792
Judgments Granted	19	\$45,642
Sale of Land Resolutions	5	\$46,525
Rates paid prior to Auction during the quarter	0	0
Properties Auctioned	0	
Properties Sold at Auction	0	
Properties purchased by Council at Auction	0	

Summary

The target arrears percentage rate of 2.00% was exceeded by 0.02%.

Planned Actions

- Σ Continue to apply collection strategies to non-owner occupied properties i.e. companies, trusts, vacant land, investment properties.
- Σ Continue to apply collection strategy to habitual defaulters.
- Σ Continued close maintenance of payment plans and escalation of breaches.
- Σ Continued drive to liaise with banks and finance providers for payments in full.

RECOMMENDATION:

That the report be received and the contents noted.

Glen Wilson

RECOVERIES MANAGER

I concur with the recommendation contained in this report.

Richard Bennett

STRATEGIC CLIENT MANAGER

I concur with the recommendation contained in this report.

Andrew Roach

CHIEF FINANCIAL OFFICER

A4559875

City Management, Finance and Community Engagement Committee	
Mtg Date: 23.01.18	OAR: Yes
Authorisation: Andrew Roach	

18 December 2017

MEMORANDUM

TO: CHIEF FINANCIAL OFFICER

FROM: FINANCE MANAGER

RE: MONTH-END PERFORMANCE – NOVEMBER 2017

INTRODUCTION:

This is a report by the Finance Manager dated 18 December 2017 concerning Council performance for the period ending 30 November 2017, submitted in accordance with *Section 204 of the Local Government Regulation 2012*.

BACKGROUND:

Section 204 of the Local Government Regulation 2012 requires a monthly report to be submitted to Council in respect of the performance of Council's budget. The monthly performance report for November 2017 is included at Attachment A.

ATTACHMENT:

Name of Attachment	Attachment
November 2017 Monthly Performance Report	Attachment A

RECOMMENDATIONS:

That the report be received and the contents noted.

Jeffrey Keech
FINANCE MANAGER

I concur with the recommendation contained in this report.

Andrew Roach
CHIEF FINANCIAL OFFICER



Ipswich City Council

Performance Report

November 2017

Ipswich City Council - Summary Financial Results

	YTD Actual \$'000	YTD Budget \$'000	YTD Variance \$'000	FY Budget \$'000	EOY Forecast \$'000	Detail Page ref:
Net Result as at 30 November 2017:						
Cash Operational Revenue						
Net Rates and Utilities	90,102	89,306	796	187,477	187,477	Page 9
Fees and Charges	12,623	11,701	922	28,048	28,048	Page 10
Operational Grants and Contributions	6,679	5,416	1,263	18,039	18,039	Page 11
Interest	2,273	1,794	479	4,122	4,122	Page 12
Other Cash Revenue	10,063	8,279	1,784	32,958	32,958	"
Total Cash Operational Revenue	121,740	116,496	5,244	270,644	270,644	
Cash Operational Expenses						
Employee Expenses*	38,583	38,686	103	90,714	90,970	Page 13
Materials and Services#	35,338	36,699	1,361	90,719	90,719	"
Finance costs	5,841	6,071	230	14,449	14,449	"
Other Cash Expenses	3,116	3,197	81	9,243	9,243	"
	82,878	84,653	1,775	205,125	205,381	
Cash Operational Result	38,862	31,843	7,019	65,519	65,263	
Non-Cash Operational Revenue						
Gain on Asset Disposal	129	0	129	0	129	Page 12
Internal Revenue	10,313	9,760	553	22,751	22,751	"
Total Non-Cash Operational Revenue	10,442	9,760	682	22,751	22,880	
Non-Cash Operational Expense						
Depreciation	28,251	25,621	(2,630)	61,490	61,490	Page 13
Headworks Credit Indexation	0	0	0	0	0	"
Loss on Asset Disposal	717	0	(717)	0	717	"
Internal Expense	9,348	8,617	(731)	19,923	19,923	"
Total Non-Cash Operational Expense	38,316	34,238	(4,078)	81,413	82,130	
Net Result before Capital	10,988	7,365	3,623	6,857	6,013	
Capital						
Capital Grants	769	0	769	8,275	8,275	Page 11
Donated Asset Revenue	27,405	28,355	(950)	72,535	72,535	"
Contributions	3,491	7,220	(3,729)	17,330	17,330	"
Headworks Credit Consumption	0	0	0	0	0	"
Total Capital	31,665	35,575	(3,910)	98,140	98,140	
Total Net Result	42,653	42,940	(287)	104,997	104,153	
Capital Program as at 30 November 2017:						
Cash Capital Items						
Asset Construction and Purchase	41,458	48,613	7,155	162,923	162,923	Page 17
Non-cash Capital Items						
Donated Assets	27,405	22,178	(5,227)	58,044	58,044	"
Total Capital Program	68,863	70,791	1,928	220,967	220,967	

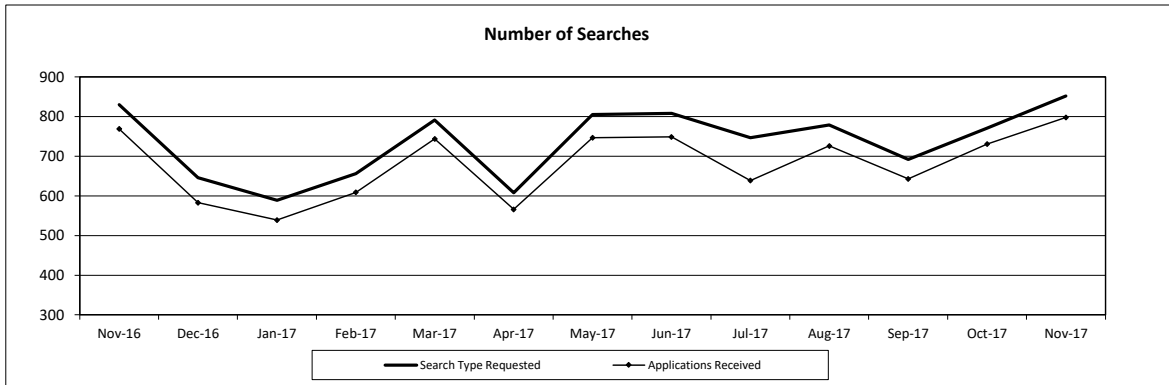
* Including contract labour

excluding contract labour

For information on individual line items, please refer to the relevant section of the report.

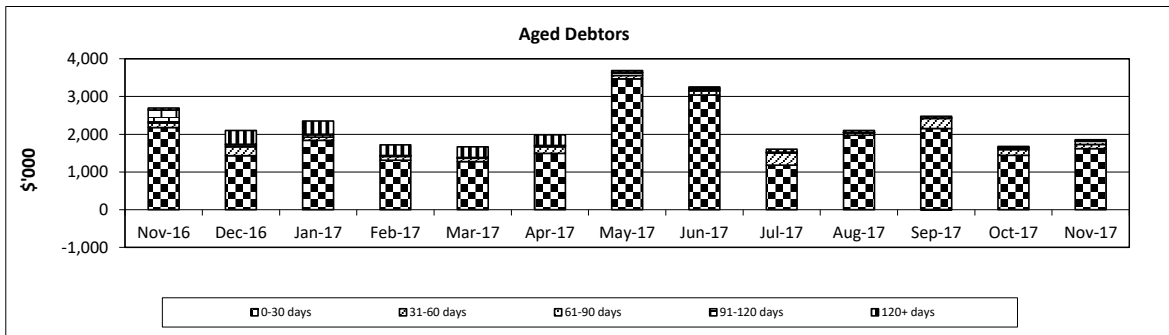
Additional Performance Information:

Property Searches:



	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
Search Type Requested	830	646	589	656	791	608	805	808	747	779	692	771	852
Applications Received	769	583	539	609	744	566	747	749	639	726	643	731	798

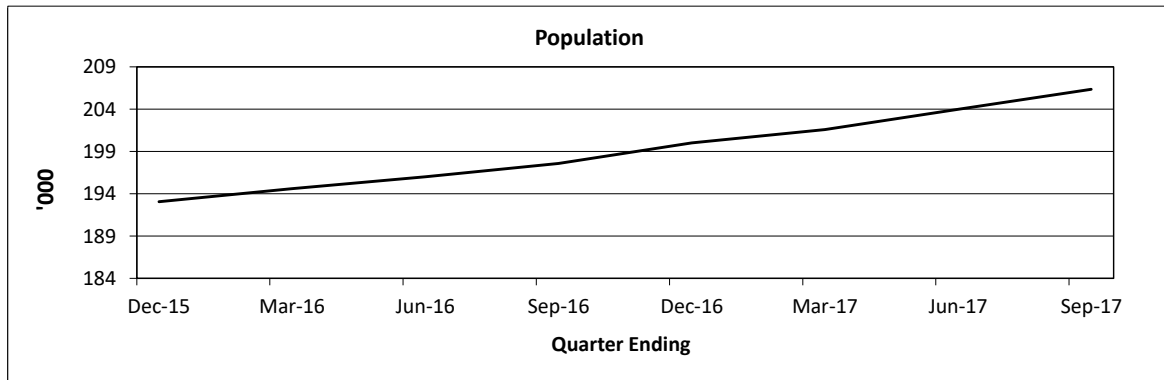
Aged Debtors:



	Nov-16 \$'000	Dec-16 \$'000	Jan-17 \$'000	Feb-17 \$'000	Mar-17 \$'000	Apr-17 \$'000	May-17 \$'000	Jun-17 \$'000	Jul-17 \$'000	Aug-17 \$'000	Sep-17 \$'000	Oct-17 \$'000	Nov-17 \$'000
0-30 days	2,180	1,430	1,839	1,312	1,276	1,492	3,469	3,041	1,181	1,977	2,153	1,444	1,619
31-60 days	121	238	85	98	90	176	89	109	325	67	265	152	113
61-90 days	27	51	61	16	16	24	65	20	8	1	13	45	82
91-120 days	313	17	16	11	2	10	17	40	12	3	1	7	12
120+ days	55	364	351	284	285	281	50	42	77	52	46	29	31

Satisfactory results overall.

Population:

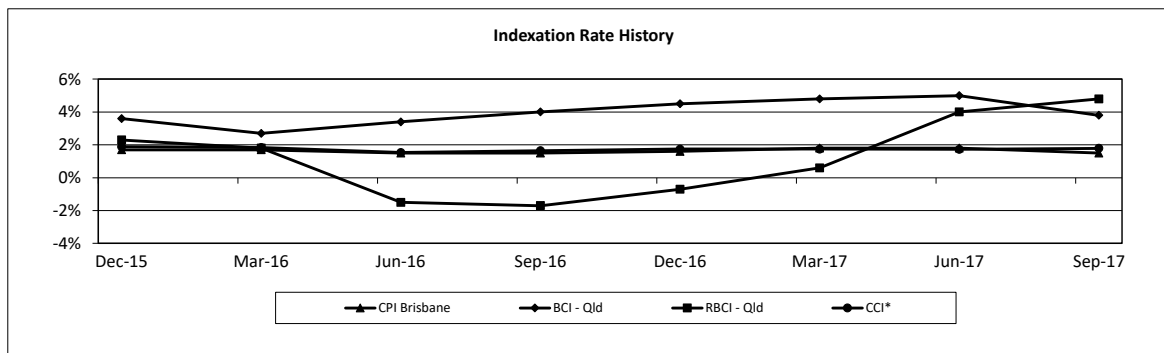


	Dec-15	Mar-16	Jun-16	Sep-16	Dec-16	Mar-17	Jun-17	Sep-17
Population	193	195	196	198	200	202	204	206

Growth in Waste Domestic Services:

	Dec-15	Mar-16	Jun-16	Sep-16	Dec-16	Mar-17	Jun-17	Sep-17
Growth per quarter:	1.05%	0.97%	0.76%	0.82%	1.40%	0.83%	1.25%	1.26%

Indexation Rate History:



	Dec-15	Mar-16	Jun-16	Sep-16	Dec-16	Mar-17	Jun-17	Sep-17
CPI Brisbane	1.70%	1.70%	1.50%	1.50%	1.60%	1.80%	1.80%	1.50%
BCI - Qld	3.60%	2.70%	3.40%	4.00%	4.50%	4.80%	5.00%	3.80%
RBCI - Qld	2.30%	1.80%	-1.50%	-1.70%	-0.70%	0.60%	4.00%	4.80%
CCI*	1.88%	1.84%	1.53%	1.64%	1.74%	1.74%	1.73%	1.79%

CPI = Consumer Price Index; BCI = Building Construction Index; RBCI = Roads and Bridges Construction Index; CCI = Council Cost Index

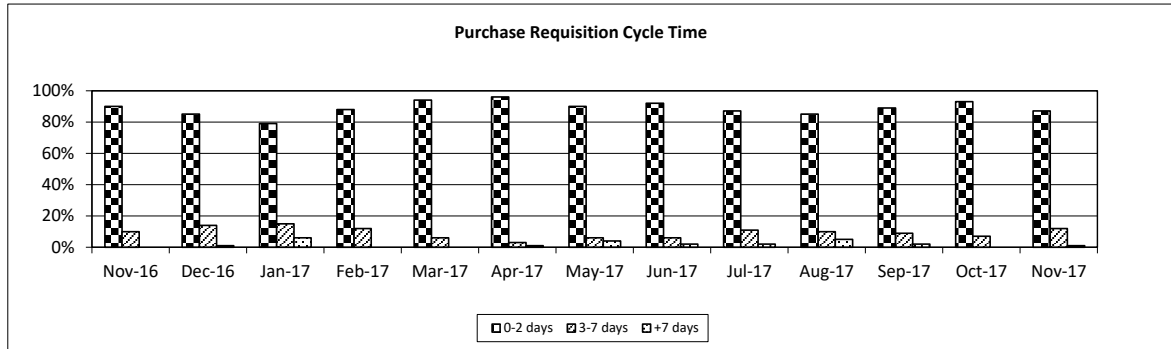
ICC Performance Report
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Invoices Paid within Terms:

	May-17		Jun-17		Jul-17		Aug-17		Sep-17		Oct-17		Nov-17	
Total invoices paid	4,938		5,094		4,839		5,265		3,818		6,100		5,881	
	Count	\$	Count	\$	Count	\$	Count	\$	Count	\$	Count	\$	Count	\$
% paid within terms	97%	95%	98%	99%	98%	97%	94%	98%	92%	95%	98%	97%	95%	97%
% paid <1 week outside terms	1%	3%	1%	1%	1%	3%	3%	1%	6%	4%	1%	2%	2%	2%
% paid >1 week outside terms	2%	2%	1%	0%	1%	0%	3%	1%	2%	1%	1%	1%	3%	1%

Target of 95% invoices paid on terms has been met in November 2017.

Purchase Requisition Cycle Time:

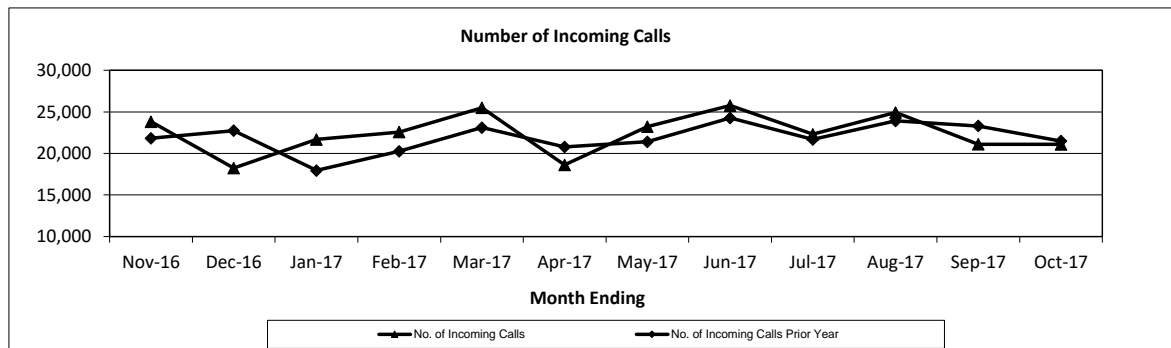


Key performance indicator for this activity is two days.

	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
0-2 days	90%	85%	79%	88%	94%	96%	90%	92%	87%	85%	89%	93%	87%
3-7 days	10%	14%	15%	12%	6%	3%	6%	6%	11%	10%	9%	7%	12%
+7 days	0%	1%	6%	0%	0%	1%	4%	2%	2%	5%	2%	0%	1%

Satisfactory results overall.

Number of Incoming phone calls - All Council (excluding BCC After Hours and Helpdesk)



	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
No. of Incoming Calls	23,814	18,241	21,681	22,579	25,508	18,637	23,222	25,768	22,308	24,933	21,109	21,097	22,656
No. of Incoming Calls Prior Year	21,829	22,750	17,950	20,254	23,109	20,775	21,405	24,264	21,689	23,927	23,313	21,495	23,814

Statement of Cashflows

	July Actuals	July Budget	August Actuals	August Budget	September Actuals	September Budget	October Actuals	October Budget	November Actuals	November Budget	December Actuals	December Budget	January Budget	February Budget	March Budget	April Budget	May Budget	June Budget
Cashflows from Operating Activities																		
Receipts from Customers	(2,731)	(4,020)	(38,935)	(38,178)	(4,366)	(3,937)	(5,928)	(4,041)	(37,084)	(38,366)	(3,941)	(3,957)	(4,122)	(39,150)	(3,957)	(4,187)	(39,786)	(3,290)
General Rates and Utilities Charges	(2,847)	(2,501)	(3,718)	(2,157)	(1,786)	(2,408)	(1,992)	(2,478)	(2,315)	(2,157)	(2,259)	(2,229)	(1,964)	(2,046)	(2,229)	(2,344)	(2,197)	(2,349)
Fees and Charges	(196)	(536)	(592)	(527)	(662)	(518)	(577)	(523)	(1,179)	(518)	(518)	(518)	(518)	(518)	(518)	(518)	(518)	(518)
Operating Contributions	(658)	(559)	(937)	(900)	(214)	(229)	(110)	(204)	(1,555)	(901)	(267)	(189)	(691)	(919)	(189)	(204)	(901)	(3,128)
Operating Grants and Subsidies	(4,126)	(1,097)	(2,374)	(2,016)	(2,829)	(1,538)	(2,607)	(2,021)	(2,444)	(1,608)	(1,273)	(1,180)	(1,299)	(846)	(1,180)	(1,204)	(1,018)	(1,371)
Other Income	(328)	(1,444)	(549)	(1,444)	(859)	(1,444)	(707)	(1,444)	(1,048)	(1,444)	(1,444)	(1,444)	(1,444)	(1,444)	(1,444)	(1,444)	(1,444)	(4,175)
Capital Contributions	(211)		-		(53)		(227)											(7,785)
Capital Grants and Subsidies	(11,098)	(10,158)	(47,103)	(45,222)	(10,769)	(10,075)	(12,148)	(10,711)	(45,625)	(44,993)	(9,702)	(9,517)	(10,038)	(44,923)	(9,517)	(9,902)	(45,864)	(24,050)
Payments to Suppliers and Employees	6,404	6,760	7,791	8,434	6,418	6,760	6,682	8,434	8,134	6,760	6,760	6,766	8,442	6,766	6,766	6,766	8,442	8,486
Employee Payments	9,081	11,056	11,254	8,572	7,230	7,813	7,680	7,468	6,932	5,985	8,286	7,805	7,190	6,877	7,805	7,190	6,911	7,933
Supplier Payments	755	962	1,010	656	630	588	178	393	732	752	520	683	567	683	693	561	558	2,767
Other Expenses	16,241	18,778	20,054	17,661	14,278	15,161	14,540	16,294	15,797	13,497	15,566	16,378	16,378	14,326	15,264	14,518	15,911	19,187
Interest Received	(498)	(338)	(461)	(392)	(503)		(461)	84	(493)	(357)	(379)	(355)	(293)	(312)	(355)	(260)	(318)	211
Borrowing Costs	13		12		3,389	3,408	13		12	3,783	3,670							3,145
Net Cash Outflow (Inflow) from Operating Activities	4,657	8,282	(27,498)	(27,953)	6,396	8,503	1,944	5,667	(30,308)	(31,853)	9,268	6,047	6,047	(30,909)	9,062	4,357	(30,272)	(1,507)
Cashflows from Investing Activities																		
Payments for property, plant and equipment*	11,227	17,374	14,932	14,464	7,503	10,433	5,975	16,114	9,652	15,758	13,094	12,681	14,851	14,780	12,681	12,684	12,724	39,253
Dividends Received					(15,123)	(5,300)	0	0			(5,081)							
Proceeds from sale of (payments for) equity investments	1,713	1,717	613	617	5,113	5,117	1,114	1,017	2,473	2,517	860		1,160	1,160	(23,340)	660	660	(13,771)
Transfers to/from subsidiary entities					1		118		(126)									
Net Cash Outflow (Inflow) from Investing Activities	12,941	19,091	15,546	15,081	(2,506)	10,250	7,207	17,131	11,999	18,275	8,872	16,011	16,011	15,939	(10,659)	13,343	13,383	25,481
Cashflows from Financing Activities																		
Proceeds from Borrowings																		
Redemption of Borrowings					4,714	4,701			5,401			5,472						(50,000)
Interest free loan (proceeds) redemption																		36,037
Working Capital (Proceeds) Redemption																		
Net Cash Outflow (Inflow) from Financing Activities					4,714	4,701			5,401		5,472							(13,963)
Net Decrease (Increase) in Cash Held	17,598	27,374	(11,952)	(12,872)	8,604	23,454	9,150	22,799	(18,509)	(13,578)	23,542	22,058	22,058	(14,969)	3,975	17,700	(16,888)	10,012
Cash at Beginning of Period	183,751	183,751	166,153	166,153	178,105	178,105	169,501	169,501	160,350	160,350	178,660	155,118	133,060	148,030	148,030	144,155	126,455	143,343
Cash at End of Reporting Period	166,153	156,377	178,105	179,025	169,501	154,651	160,350	146,702	178,660	173,929	155,118	133,060	133,060	148,030	144,155	126,455	143,343	133,331

* Including intangible assets

The end of year forecast cash balance is \$133.3 million.

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November 2017

Departmental Breakdown

Revenue and Expense: 😊 <1% or \$50k worse than budget whichever is greater; 😞 <5% or \$125k worse than budget whichever is greater; 😐 =5% or >-\$125k worse than budget whichever is greater.
Capital: 😊 within 5% or \$50k +/- budget whichever is greater; 😞 within 10% or \$250k +/- budget whichever is greater; 😐 more than 10% or >\$250k +/- budget whichever is greater. U=under; O=over

Trend of year to date results as at 30 November 2017:

Departmental Controlled:

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	FY
Arts, Social Development and Community Engagement Revenue	😊	😊	😊	😊	😊								😊
Employee Expenses*	😊	😊	😊	😊	😊								😊
Other Expense Categories**	😊	😊	😊	😊	😊								😊
Capital	U😊	U😊	U😊	U😊	U😊								U😊

Satisfactory results for revenue and expenses.
Capital expenditure under budget \$22k or 21.4%.

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	FY
Economic Development and Marketing Revenue	😊	😊	😊	😊	😊								😊
Employee Expenses*	😊	😊	😊	😊	😊								😊
Other Expense Categories**	😊	😊	😊	😊	😊								😊
Capital	n/a	n/a	n/a	n/a	n/a								n/a

Satisfactory results for revenue and employee expenses.
Other expenses categories are over budget \$231k or 14.8%

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	FY
Infrastructure Services Department Revenue	😊	😊	😊	😊	😊								😊
Employee Expenses*	😊	😊	😊	😊	😊								😊
Other Expense Categories**	😊	😊	😊	😊	😊								😊
Capital	U😊	O😊	O😊	U😊	U😊								U😊

Satisfactory results for revenue and expenses.
Capital expenditure under budget \$1.3m or 5.1%. See pages 18-21 for details.

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	FY
Finance and Corporate Services Department Revenue	😊	😊	😊	😊	😊								😊
Employee Expenses*	😊	😊	😊	😊	😊								😊
Other Expense Categories**	😊	😊	😊	😊	😊								😊
Capital	U😊	U😊	U😊	U😊	U😊								U😊

Satisfactory results for revenue. Employee expenses over by \$107k or 1.23%. Materials and Services category over budget by \$2 74k or 1.90%.
Capital expenditure under budget by \$1.8m or 24.6%.

* Employee expenses including Labour Contracts
** Operational Expense excluding the above

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Departmental Breakdown

Revenue and Expense: ☹️<1% or \$50k worse than budget whichever is greater; ☹️ <5% or \$125k worse than budget whichever is greater; ☹️>=5% or >=\$125k worse than budget whichever is greater.
Capital: ☹️within 5% or \$50k+/- budget whichever is greater; ☹️ within 10% or \$250k +/- budget whichever is greater; ☹️ more than 10% or >\$250k +/- budget whichever is greater. U=under; O=over

Trend of year to date results as at 30 November 2017:

Departmental Controlled:

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	FY
Works, Parks and Recreation Department	Revenue	☹️	☹️	☹️	☹️								☹️
	Employee Expenses*	☹️	☹️	☹️	☹️								☹️
	Other Expense Categories**	☹️	☹️	☹️	☹️								☹️
	Capital	O☹️	O☹️	U☹️	U☹️	U☹️							U☹️

Satisfactory results for revenue and expenses.
Capital expenditure under budget for Infrastructure Program \$2.84m or 28%. Capital expenditure for fleet and equipment purchase under budget \$780k or 16.6%.
Capital expenditure for IWS under budget \$132k or 32.5%.

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	FY
Health, Security and Regulatory Services Department	Revenue	☹️	☹️	☹️	☹️								☹️
	Employee Expenses*	☹️	☹️	☹️	☹️	☹️							☹️
	Other Expense Categories**	☹️	☹️	☹️	☹️	☹️							☹️
	Capital	U☹️	U☹️	U☹️	U☹️	U☹️							U☹️

Satisfactory results for revenue and other expense categories. Employee expenses over budget \$157k or 3.71%.
Capital expenditure under budget \$249k or 50.2%.

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	FY
Planning and Development Department	Revenue	☹️	☹️	☹️	☹️								☹️
	Employee Expenses*	☹️	☹️	☹️	☹️	☹️							☹️
	Other Expense Categories**	☹️	☹️	☹️	☹️	☹️							☹️
	Capital	n/a	n/a	n/a	n/a	n/a							n/a

Satisfactory results for revenue and employee expenses. Other expense categories over budget \$130k or 23.05% due to a number of legal appeals.

Corporate Controlled:

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	FY
Corporate Items	Revenue	☹️	☹️	☹️	☹️								☹️
	Expenses	☹️	☹️	☹️	☹️	☹️							☹️
	Capital	O☹️	O☹️	O☹️	O☹️	O☹️							U☹️

Revenue is under budget by \$2.38m or 2.05%. Expenses over budget \$3.44m or 10.16% .
Capital expenditure for donated assets over budget \$5.227m or 23.6% which relates to budget phasing.

* Employee expenses including Labour Contracts
** Operational Expense excluding the above

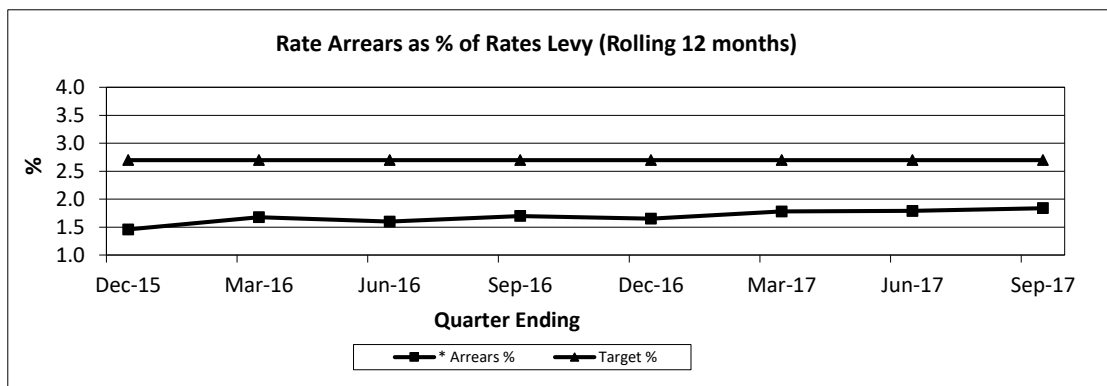
Revenue

Net Rates and Utilities:

	YTD Act	YTD Bud	YTD Var	FY Budget		FY F'cast
	\$'000	\$'000	\$'000	\$'000	% Achieved	\$'000
General Rates	79,785	79,042	743	166,755	48%	166,755
Utilities and Other Charges	15,515	15,470	45	31,228	50%	31,228
Discounts/Remissions	(5,198)	(5,206)	8	(10,506)	49%	(10,506)
	90,102	89,306	796	187,477	48%	187,477

Satisfactory results overall.

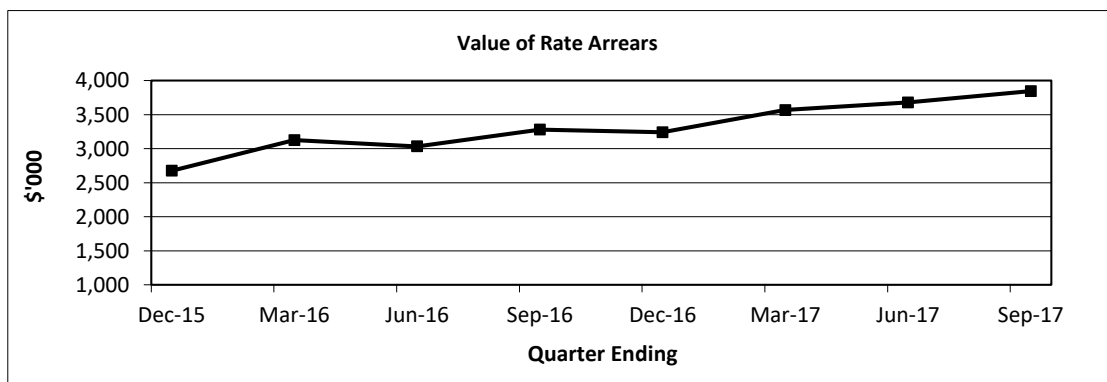
Rate Arrears as at 30 September 2017:



	Dec-15	Mar-16	Jun-16	Sep-16	Dec-16	Mar-17	Jun-17	Sep-17
* Arrears %	1.46	1.68	1.60	1.70	1.65	1.78	1.79	1.84
Target %	2.70	2.70	2.70	2.70	2.70	2.70	2.70	2.70

* Rolling 12 month average

Value of Rate Arrears:



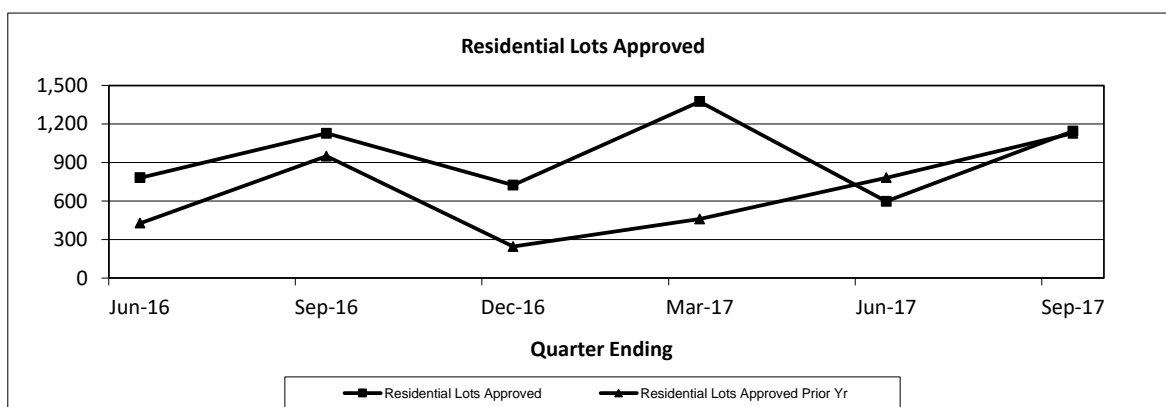
	Dec-15	Mar-16	Jun-16	Sep-16	Dec-16	Mar-17	Jun-17	Sep-17
\$'000	2,676	3,125	3,034	3,281	3,242	3,568	3,680	3,844

Fees and Charges:

	YTD Act	YTD Bud	YTD Var	FY Budget		FY F'cast
	\$'000	\$'000	\$'000	\$'000	% Achieved	\$'000
Planning Fees	7,013	6,174	839	14,428	49%	14,428
Hlth Animal Cemetery Fees	701	580	121	1,805	39%	1,805
Traffic and Reg Park Fees	934	1,024	(90)	2,438	38%	2,438
Waste Fees	2,702	2,678	24	6,428	42%	6,428
Other Fees	1,273	1,245	28	2,949	43%	2,949
	12,623	11,701	922	28,048	45%	28,048

Satisfactory results overall.

Residential Lots Approved:



	Jun-16	Sep-16	Dec-16	Mar-17	Jun-17	Sep-17
Residential Lots Approved	781	1,127	724	1,374	597	1,144
Residential Lots Approved Prior Yr	427	949	245	459	781	1,127

Grants and Contributions:

	YTD Act	YTD Bud	YTD Var	FY Budget		FY F'cast
	\$'000	\$'000	\$'000	\$'000	% Achieved	\$'000
Operational Grants	3,473	2,793	680	9,771	36%	9,771
Capital Grants	769	0	769	8,275	9%	8,275
Donated Asset Revenue	27,405	28,355	(950)	72,535	38%	72,535
*Operational Cash Contributions	3,206	2,623	583	8,268	39%	8,268
*Capital Cash Contributions	3,491	7,220	(3,729)	17,330	20%	17,330
	38,344	40,991	(2,647)	116,179	33%	116,179

Donated assets and cash contributions are mostly developer driven and will be closely monitored.

***Cash Contribution Actuals Breakdown YTD:**

	Footpaths \$'000	Open Space \$'000	Roads \$'000	Social \$'000	Others \$'000	Grand Total \$'000
Operational Cash Contribution	0	1,192	1,832	0	182	3,206
Capital Cash Contribution	0	0	3,402	0	89	3,491
	0	1,192	5,233	0	271	6,697

Balance Sheet Movement YTD:

	Footpaths \$'000	Open Space \$'000	Roads \$'000	Social \$'000	Others \$'000	Grand Total \$'000
Open Space NCL	0	2,782	0	0	0	2,782
Stormwater NCL	0	0	0	0	1,127	1,127
Social NCL	0	0	0	857	0	857
Footpaths NCL	120	0	0	0	0	120
Streetscape NCL	0	0	0	0	0	0
	120	2,782	0	857	1,127	4,886

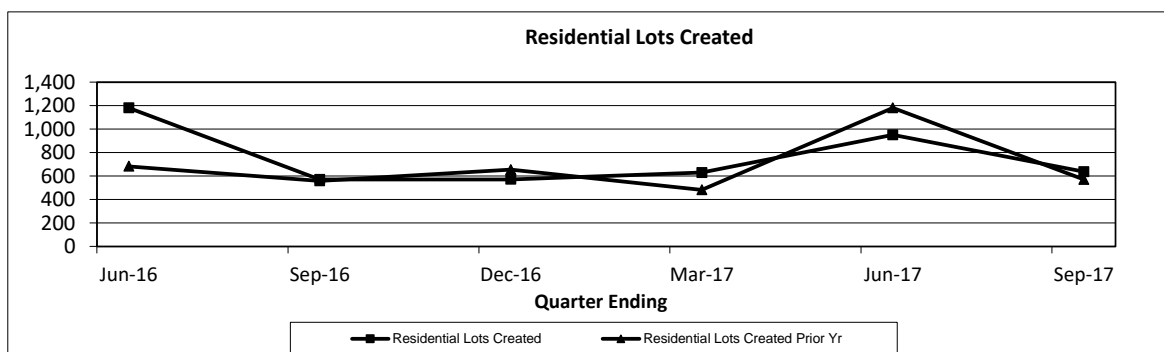
Total Cash Contributions

	120	3,975	5,233	857	1,398	11,582
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Other operational cash contributions include Queen's Parks Nature Centre (\$15k), Poetry Feast (\$8k), Sponsorship of Awards for Excellence 2017 (\$5k) and vegetation retention (\$157k).

Other capital cash contributions primarily relates to upgrade of the Ipswich BMX track & Cycle Park (\$80k).

Residential Lots Created:



	Jun-16	Sep-16	Dec-16	Mar-17	Jun-17	Sep-17
Residential Lots Created	1,181	571	572	629	951	637
Residential Lots Created Prior Yr	683	558	655	482	1,181	571

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Other Revenue Sources:

	YTD Act	YTD Bud	YTD Var	FY Budget		FY F'cast
	\$'000	\$'000	\$'000	\$'000	% Achieved	\$'000
Sales, Recoverable Works	1,164	1,152	12	2,865	41%	2,865
Interest	2,273	1,794	479	4,122	55%	4,122
Other Revenue	8,899	7,127	1,772	30,093	30%	30,093
Gain on Asset Disposal	129	0	129	0	n/a	129
Internal Revenue	10,313	9,760	553	22,751	45%	22,751
	22,778	19,833	2,945	59,831	38%	59,960

Satisfactory results overall.

ICC Performance Report
November 2017

Expense

Employee Expenses

	YTD Act	YTD Bud	YTD Var	FY Budget		FY F'cast
	\$'000	\$'000	\$'000	\$'000	% Achieved	\$'000
Wages (opex and capex)	32,107	33,453	1,346	79,070	41%	79,070
Overtime	641	683	42	1,614	40%	1,614
Allowances	132	129	(3)	305	43%	305
Other employee costs	8,958	9,428	470	22,289	40%	22,289
Total Labour Opex + Capex	41,838	43,693	1,855	103,278	41%	103,278
<i>Less Capitalised Labour</i>	(5,987)	(6,387)	(400)	(15,040)	40%	(15,040)
Opex Labour before Contractors	35,851	37,306	1,455	88,238	41%	88,238
<i>Plus Contract Opex Labour</i>	2,732	1,380	(1,352)	2,476	110%	2,732
Opex Labour incl Contractors	38,583	38,686	103	90,714	43%	90,970

Satisfactory results overall.

Materials and Services (excl. Labour Contracts)

	YTD Act	YTD Bud	YTD Var	FY Budget		FY F'cast
	\$'000	\$'000	\$'000	\$'000	% Achieved	\$'000
Materials	3,274	4,761	1,487	12,196	27%	12,196
Motor Vehicle Expenses	1,073	1,719	646	3,540	30%	3,540
Other Goods	1,126	888	(238)	2,337	48%	2,337
Other Services	5,805	5,392	(413)	11,989	48%	11,989
Service Contracts	13,852	16,524	2,672	41,463	33%	41,463
Utilities Expenses	3,659	3,731	72	9,754	38%	9,754
Consultants	1,131	777	(354)	2,757	41%	2,757
Other Materials and Services	5,418	2,907	(2,511)	6,683	81%	6,683
	35,338	36,699	1,361	90,719	39%	90,719

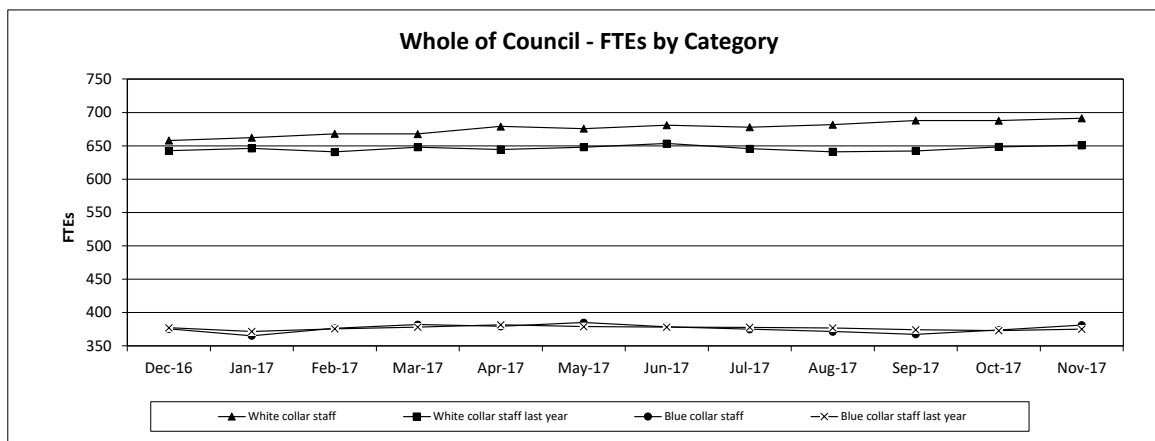
Other Expense Sources:

Depreciation	28,251	25,621	(2,630)	61,490	46%	61,490
Finance Costs	5,841	6,071	230	14,449	40%	14,449
Other Expenses	3,116	3,197	81	9,243	34%	9,243
Headworks Credit Indexation	0	0	0	0	n/a	0
Loss on disposal assets	717	0	(717)	0	n/a	717
Internal Expenses	9,348	8,617	(731)	19,923	47%	19,923
	47,273	43,506	(3,767)	105,105	45%	105,822
TOTAL	82,611	80,205	(2,406)	195,824	42%	196,541

Satisfactory results overall. Other materials and services over budget relates primarily to maintenance costs in WPR and legal expenses in FCS and PD. Depreciation is over budget in plant and equipment and is currently under review.

Full Time Equivalents:

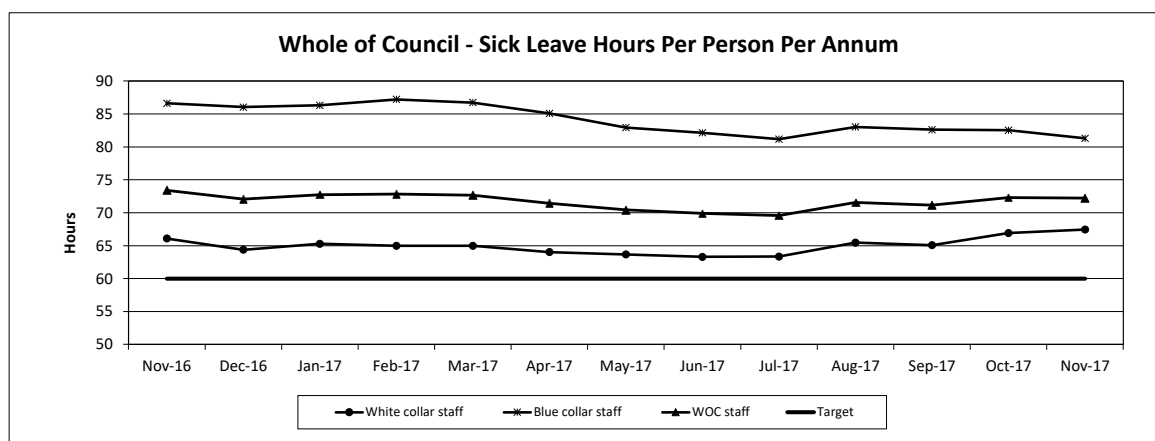
Whole of Council



	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
White collar staff	658.0	662.4	668.1	667.7	679.0	675.8	681.0	678.1	681.7	688.0	687.8	691.4
Blue collar staff	375.8	365.3	376.5	382.0	379.5	385.0	378.7	375.0	371.5	367.5	373.8	381.2
Total	1,033.8	1,027.7	1,044.6	1,049.7	1,058.5	1,060.9	1,059.7	1,053.1	1,053.2	1,055.5	1,061.7	1,072.5
<i>Movement prior month (white collar)</i>	7.2	4.4	5.7	(0.3)	11.3	(3.2)	5.1	(2.9)	3.6	6.3	(0.1)	3.5
<i>Movement prior month (blue collar)</i>	0.7	(10.5)	11.2	5.5	(2.5)	5.5	(6.3)	(3.7)	(3.5)	(4.0)	6.3	7.3
<i>White collar staff last year</i>	642.5	646.3	640.8	647.9	644.4	647.9	653.4	645.5	641.1	642.4	648.5	650.8
<i>Blue collar staff last year</i>	377.3	371.8	375.8	378.3	381.8	379.0	378.2	377.9	376.9	374.2	372.9	375.1
<i>Total FTEs last year</i>	1,019.8	1,018.1	1,016.5	1,026.2	1,026.2	1,026.9	1,031.6	1,023.4	1,018.1	1,016.6	1,021.4	1,025.9

Sick Leave:

Whole of Council



	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
White collar staff	66.10	64.38	65.27	64.98	64.98	64.02	63.67	63.30	63.35	65.46	65.08	66.91	67.45
Blue collar staff	86.62	86.04	86.32	87.22	86.73	85.08	82.95	82.16	81.17	83.03	82.61	82.54	81.30
WOC staff	73.40	72.07	72.73	72.84	72.66	71.43	70.44	69.91	69.57	71.57	71.15	72.31	72.22
Target	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00

* Rolling 12 month average

Rolling 12 month average sick leave hours per annum has decreased by 5.32 hours for blue collar staff and increased 1.35 hours for white collar staff.

Annual Leave:

Annual Leave Balances as at pay period ended 27 November 2017:

Whole of Council

	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
No of people with 0-4 weeks	762	774	839	834	801	836	822	807	794	786	785	808	803
No of people with 4-8 weeks	292	293	225	239	275	252	271	284	290	303	307	285	296
No of people with 8+ weeks	9	8	9	10	12	12	7	11	12	8	10	14	15

Of the 15 people with balances over 8+ weeks, the highest balance is 10.306 weeks, which relates to an employee whose assigned hours are 10.6 per week.

Long Service Leave Balances over and above 26 Weeks as at pay period ended 27 November 2017:

Whole of Council and Departments

	Aug-17			Sep-17			Oct-17			Nov-17		
	No of People	Sum in Weeks	Value \$'000	No of People	Sum in Weeks	Value \$'000	No of People	Sum in Weeks	Value \$'000	No of People	Sum in Weeks	Value \$'000
ASDCE	-	-	-	-	-	-	1	-	-	1	-	-
EDM	1	6	2	1	6	2	1	7	2	1	7	2
IS	5	2	2	5	2	3	2	1	1	2	1	1
FCS and EX	5	18	18	5	18	18	5	14	15	5	15	16
WPR	7	9	18	7	9	18	10	7	13	10	6	13
IWS	1	-	-	1	-	1	1	1	1	1	1	1
HSRS	2	1	2	2	1	2	2	2	3	2	2	3
PD	2	2	4	2	2	4	3	1	4	3	1	4
WOC	23	38	47	23	38	48	25	32	39	25	31	40

Weeks/dollar value in above table relate to the LSL balances of each individual over and above 26 weeks, e.g. an employee with a total of 30 weeks accumulated LSL will show as four weeks in the table.

The number of people with long service leave over 26 weeks has remained consistent with October. The value figure has increased by \$1k to \$40k.

Lost Time Injury Frequency Rates:

Whole of Council

	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
LTI's	1	0	0	0	0	1	0	0	1	0	0	0	0
LTIFR	6	0	0	0	0	8	0	0	0	0	0	0	0
LTIFR Rolling 12 months	6	6	5	4	4	4	3	3	3	3	3	2	2
Cumulative Days lost 12 months	70	60	59	59	85	104	125	110	100	111	129	138	155
LTISR Rolling 12 months	41	35	35	32	49	63	64	64	58	64	74	79	88

Flex Balances (hours) as at pay period ended 27 November 2017:

Whole of Council

	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
Arts, Social Dev and Com Engagement	352	319	265	279	300	310	311	342	321	354	367	333	367
Economic Development and Marketing	208	141	122	202	201	175	186	193	189	197	178	169	167
Finance and Corporate Services	752	639	497	629	703	635	679	685	635	647	707	753	751
Health, Security and Regulatory Services	423	426	368	425	427	358	434	441	413	423	407	376	405
Infrastructure Services	493	426	329	448	478	369	424	464	445	383	416	443	378
Planning and Development	663	779	462	556	652	573	613	573	673	663	660	647	674
Works, Parks and Recreation	784	794	679	856	942	833	884	871	775	715	748	697	710
	3,675	3,524	2,723	3,394	3,702	3,253	3,531	3,568	3,451	3,381	3,484	3,419	3,454

Time in Lieu Balances (hours) as at pay period ended 27 November 2017:

Whole of Council

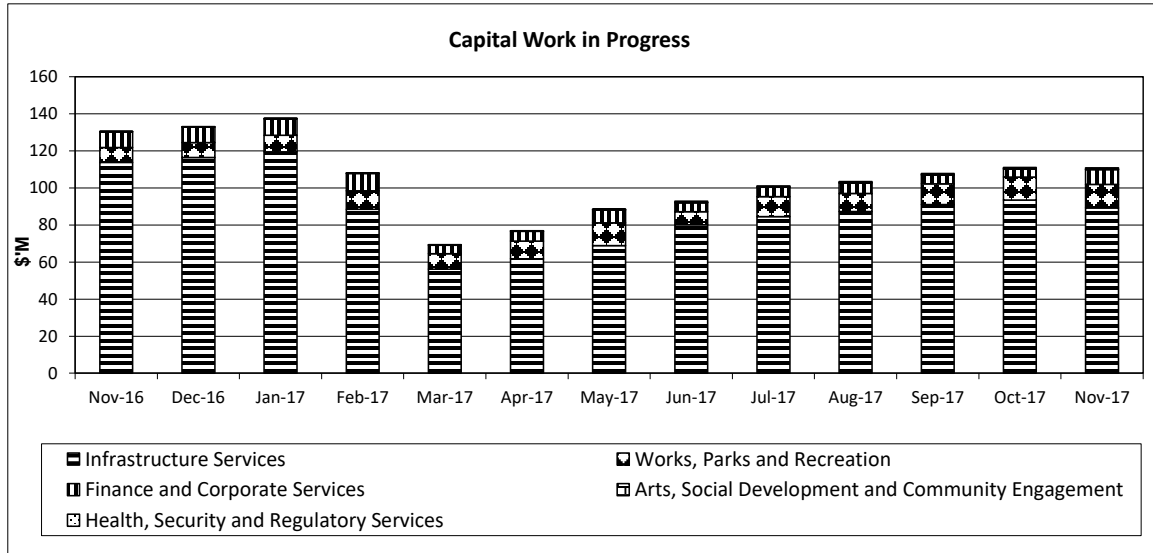
	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
Arts, Social Dev and Com Engagement	419	268	148	176	239	213	338	183	185	211	252	245	290
Economic Development and Marketing	176	167	77	115	206	188	194	196	144	152	155	110	103
Finance and Corporate Services	671	612	358	336	303	345	308	340	315	245	237	228	262
Health, Security and Regulatory Services	51	47	15	45	84	88	142	141	150	132	133	137	88
Infrastructure Services	97	136	94	159	180	158	157	179	153	140	133	133	38
Planning and Development	147	167	74	85	98	73	82	79	144	135	111	122	98
Works, Parks and Recreation	168	110	107	229	253	212	219	231	394	684	734	431	405
	1,730	1,507	873	1,144	1,362	1,278	1,440	1,349	1,485	1,700	1,755	1,405	1,283

Capital Expenditure

Results as at 30 November 2017:

	YTD Act	YTD Bud	YTD Var	FY Budget		FY F'cast
	\$'000	\$'000	\$'000	\$'000	% Achieved	\$'000
Department Controlled	41,458	48,613	7,155	162,923	25%	162,923
Corporate Controlled	27,405	22,178	(5,227)	58,044	47%	58,044
	68,863	70,791	1,928	220,967	31%	220,967

Capital Work in Progress Current Balance (\$'000):



	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
	\$M	\$M	\$M	\$M	\$M	\$M	\$M	\$M	\$M	\$M	\$M	\$M	\$M
Infrastructure Services	113.85	116.44	119.48	88.48	56.18	61.72	68.85	80.19	84.49	87.27	91.03	93.52	89.17
Works, Parks and Recreation	8.01	8.08	8.96	9.97	8.33	9.58	12.30	6.98	10.81	9.75	11.17	12.40	12.72
Finance and Corporate Services	8.41	8.32	8.88	9.36	4.54	5.28	6.94	4.89	5.10	5.67	4.82	4.30	8.03
Arts, Social Development and Community Engagement	0.18	0.17	0.18	0.21	0.21	0.24	0.32	0.08	0.08	0.10	0.16	0.16	0.15
Health, Security and Regulatory Services	0.08	0.08	0.10	0.13	0.14	0.13	0.17	0.71	0.58	0.65	0.68	0.71	0.77
	130.53	133.09	137.60	108.15	69.40	76.95	88.58	92.85	101.06	103.44	107.86	111.09	110.84

The above figures exclude infrastructure credits and donated assets.

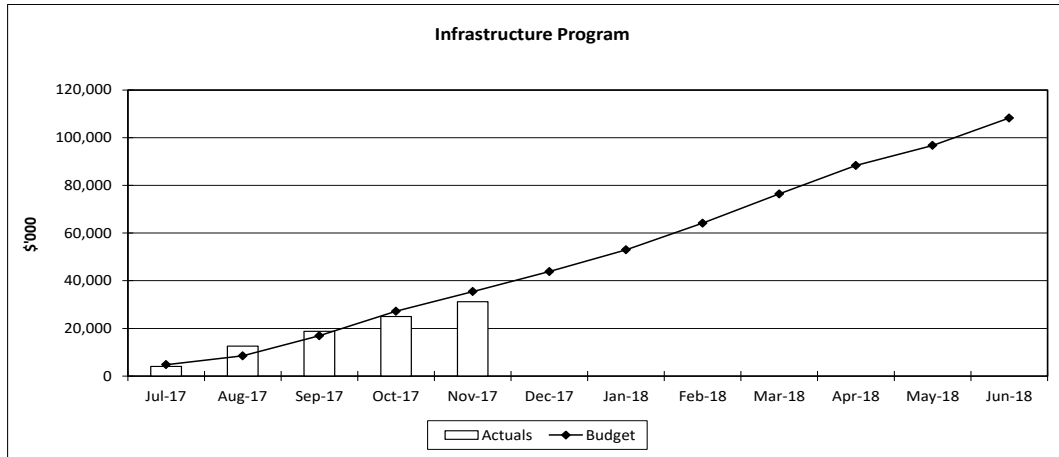
CWIP Balance by Project Status (as % of total):

	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
Concept	1%	1%	1%	2%	3%	3%	3%	2%	2%	2%	2%	2%	1%
Design	5%	5%	5%	6%	10%	9%	9%	5%	5%	6%	6%	5%	5%
Delivery	35%	30%	31%	35%	55%	56%	61%	63%	62%	45%	32%	33%	37%
Completion	59%	64%	63%	57%	32%	32%	27%	30%	31%	47%	60%	60%	56%

Infrastructure Capital Portfolio by Delivery Department

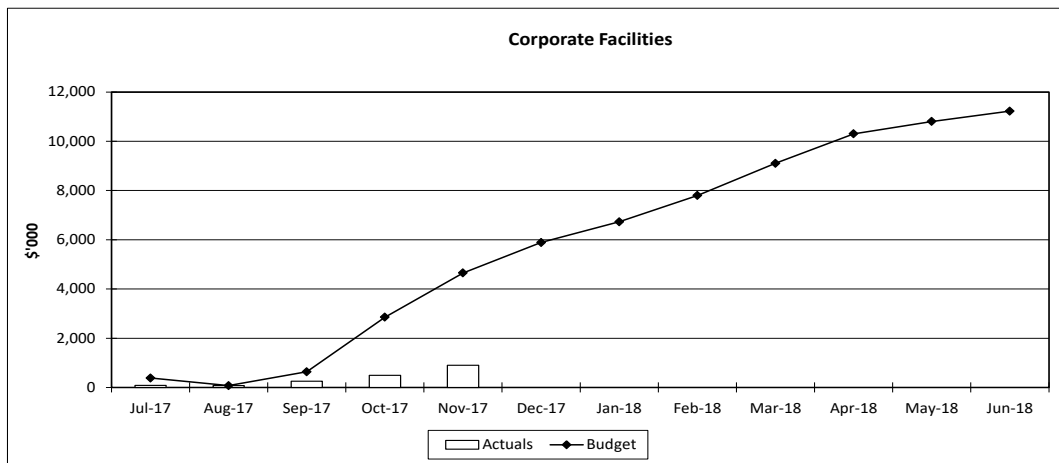
Results as at 30 November 2017:

Department Controlled	YTD Act	YTD Bud	YTD Var	FY Budget		FY F'cast
	\$'000	\$'000	\$'000	\$'000	% Achieved	\$'000
Infrastructure Portfolio - IS	23,876	25,367	1,491	83,022	29%	83,022
Infrastructure Portfolio - WP	11,568	15,230	3,662	38,694	30%	38,694
Total	35,444	40,597	5,153	121,716	29%	121,716



Infrastructure Capital Expenditure by Program

Corporate Facilities

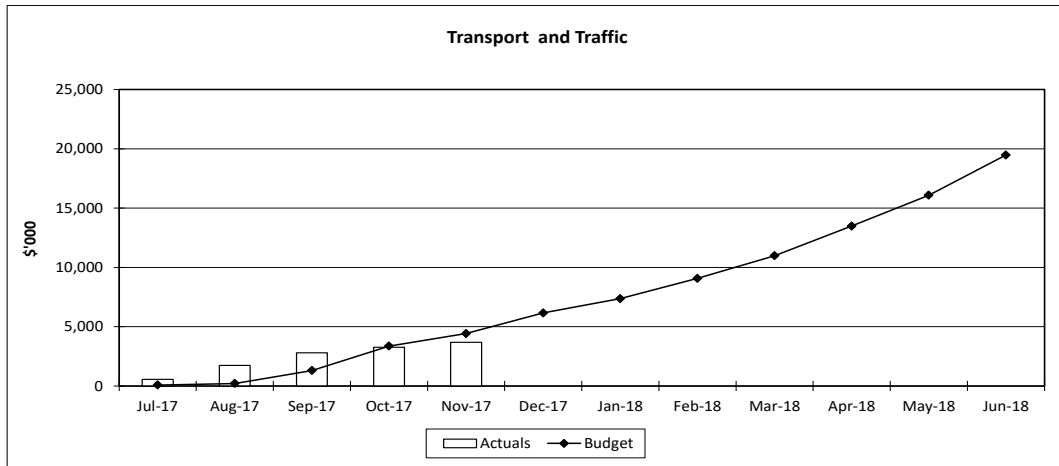


IS - Forecast final cost is \$7.23m. There is a variance (Budget minus FFC) of \$1m. This will reduce to \$147k in future budget amendments due to external funding to be received.

WPR - Negative expenditure relates to expensing of planning costs. Woolen mill project has commenced. A review of the delivery method of the Riverview depot project has been completed and currently in the process of updating the procurement strategy. Currently reviewing options for delivery.

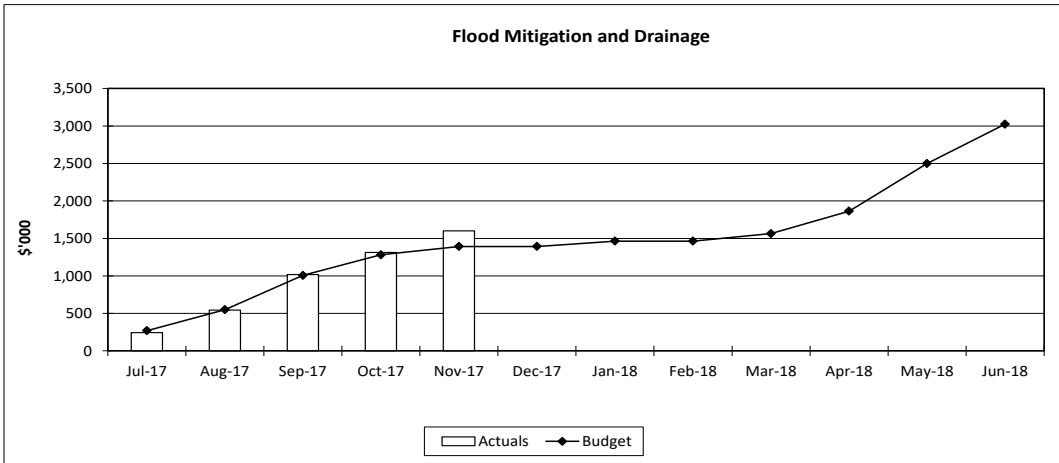
Infrastructure Capital Expenditure by Program con't

Transport and Traffic



IS -Forecast final cost for this program is \$19.3m. The forecast final cost identifies \$2.9m of carryover (C/O) for next FY. The variance (Approved minus FFC) is \$73k. The variance will increase to \$1.4m once the second budget amendment is approved as the blackspot projects were not approved in 2017-2018 and their respective budget are not forecast.

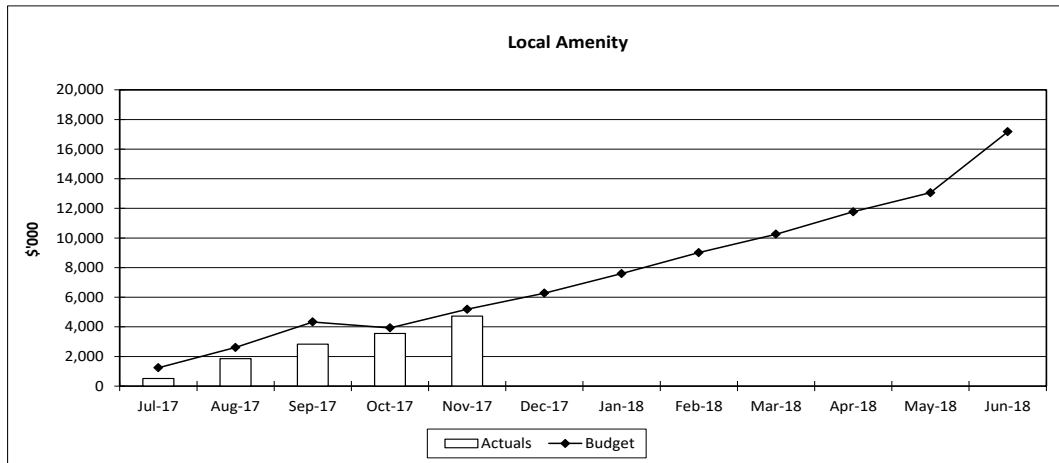
Flood Mitigation and Drainage



IS - Forecast final cost is \$3.21m. There is a variance (Budget minus FFC) of \$152K

Infrastructure Capital Expenditure by Program con't

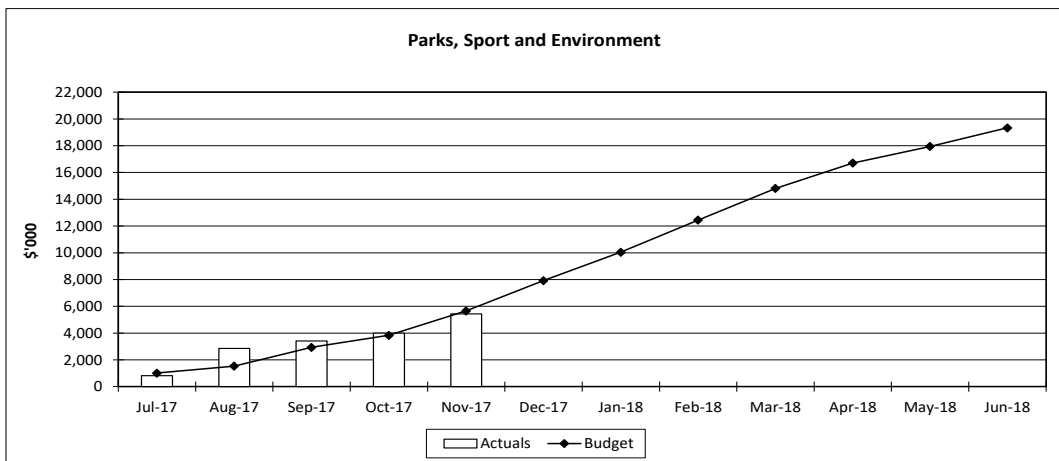
Local Amenity



IS - Forecast final cost for this program is \$11.33m. The variance (Approved minus FFC) is \$4.32m. The variance is from the K&C subprogram, approx. \$2m savings from K&C projects currently being delivered this FY and \$2.3m for pre construction works, to be allocated, for future FY's K&C projects. Design is underway for future FY's K&C projects.

WPR - Budget for Division 3 allocation towards Beautiful Ipswich project will be transferred in December.

Parks, Sport and Recreation

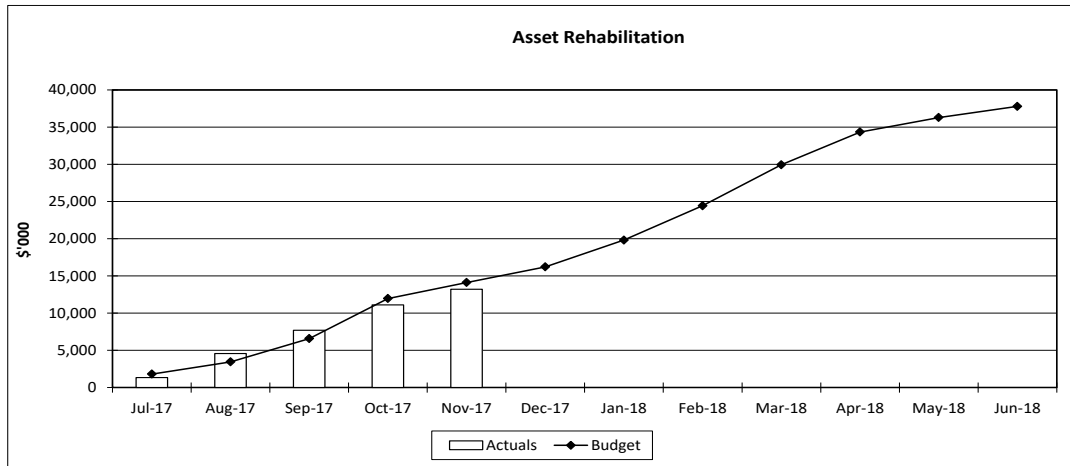


IS - Forecast final cost (FFC) is \$10.81m. There is a variance (Budget minus FFC) of \$1.34m. This variance will reduce to \$428k in future budget amendments due to external funding to be received. The forecast includes legal costs from the 2015-2016 Sports field lighting projects which were not budgeted for in 2017-2018.

WPR - Funds are currently held with the Stormwater offset reserve. Liaison with Finance in relation to funding availability.

Infrastructure Capital Expenditure by Program con't

Asset Rehabilitation



IS - Forecast final cost is \$31.68m. There is a variance (Budget minus FFC) of \$2.88m.

WPR - Projects and program currently on track.

Arts, Social Development and Community Engagement Department

Performance Report

November 2017

Revenue

	YTD Act \$'000	YTD Bud \$'000	YTD Var \$'000	FY Budget		FY F'cast \$'000
				\$'000	% Achieved	
Department Controlled						
Civic Centre Service Fees	94	47	47	173	54%	173
Library Fees and Fines	11	17	(6)	40	28%	40
Other Fees	138	113	25	308	45%	308
Operational Grants	1,005	992	13	2,453	41%	2,453
Capital Grants	0	0	0	0	n/a	0
Other Revenue	1,225	727	498	1,500	82%	1,500
Internal Revenue	201	161	40	321	63%	321
	2,674	2,057	617	4,795	56%	4,795
Corporate Controlled						
Donated Asset Revenue	0	0	0	32	0%	32
Cash Contributions	7	723	(716)	3,746	0%	3,746
Hdwks Credit Consumption	0	0	0	0	n/a	0
	7	723	(716)	3,778	0%	3,778
TOTAL	2,681	2,780	(99)	8,573	31%	8,573

Satisfactory results for Department controlled revenue. Other revenue over budget due to an early payment received from Ti Tree Bioenergy (\$384k) which was budgeted originally for \$149k. Cash contributions are developer driven and will be closely monitored.

ASDCE Performance Report
November 2017

Department Controlled Expenses

Employee Expenses

	YTD Act \$'000	YTD Bud \$'000	YTD Var \$'000	FY Budget		FY F'cast \$'000
				\$'000	% Achieved	
Wages (opex and capex)	3,549	3,665	116	8,664	41%	8,664
Overtime	75	49	(26)	117	64%	117
Allowances	7	6	(1)	13	54%	13
Other employee costs	966	996	30	2,353	41%	2,353
Total Labour Opex + Capex	4,597	4,716	119	11,147	41%	11,147
<i>Less recovery/charge out</i>	83	60	(23)	143	58%	143
Opex Labour before Contractors	4,680	4,776	96	11,290	41%	11,290
<i>Plus Contract Opex Labour</i>	94	108	14	194	48%	194
Opex Labour incl Contractors	4,774	4,884	110	11,484	42%	11,484

Satisfactory results overall.

Materials and Services (excl. Labour Contracts)

	YTD Act \$'000	YTD Bud \$'000	YTD Var \$'000	FY Budget		FY F'cast \$'000
				\$'000	% Achieved	
Advertising	119	120	1	311	38%	311
Materials	243	184	(59)	1,127	22%	1,127
Other Goods	429	315	(114)	953	45%	953
Other Services	580	659	79	1,817	32%	1,817
Service Contracts	324	346	22	904	36%	904
Other Materials and Services	116	167	51	330	35%	330
	1,811	1,791	(20)	5,442	33%	5,442
Other Expense Sources						
Other Expenses	752	975	223	3,883	19%	3,883
Internal Expenses	248	194	(54)	439	56%	439
	2,811	2,960	149	9,764	29%	9,764
TOTAL DEPARTMENT CONTROLLED	7,585	7,844	259	21,248	36%	21,248

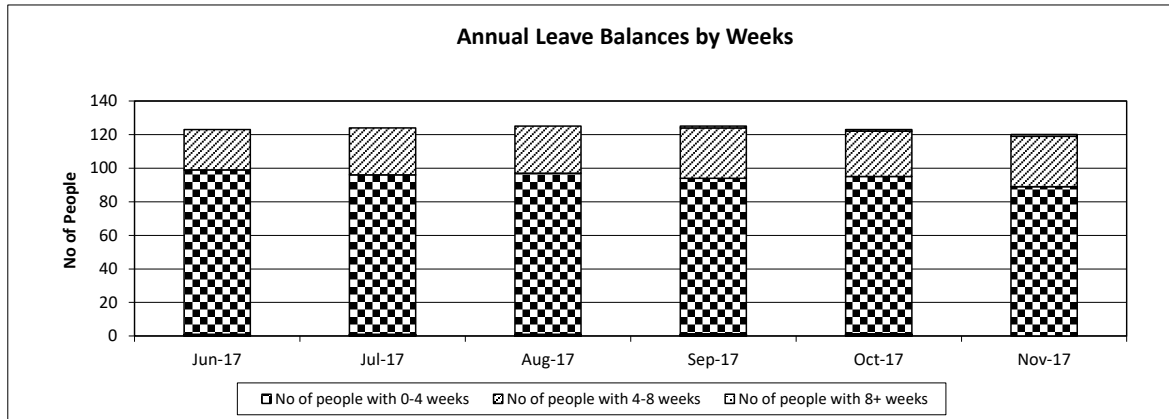
Corporate Controlled Expenses

Depreciation	141	117	(24)	280	50%	280
Finance Costs	0	0	0	0	n/a	0
Loss on Disposal Assets	0	0	0	0	n/a	0
TOTAL CORPORATE CONTROLLED	141	117	(24)	280	50%	280

Satisfactory results overall. Internal expenses over budget by \$54k and is mostly offset by internal revenue within the department.

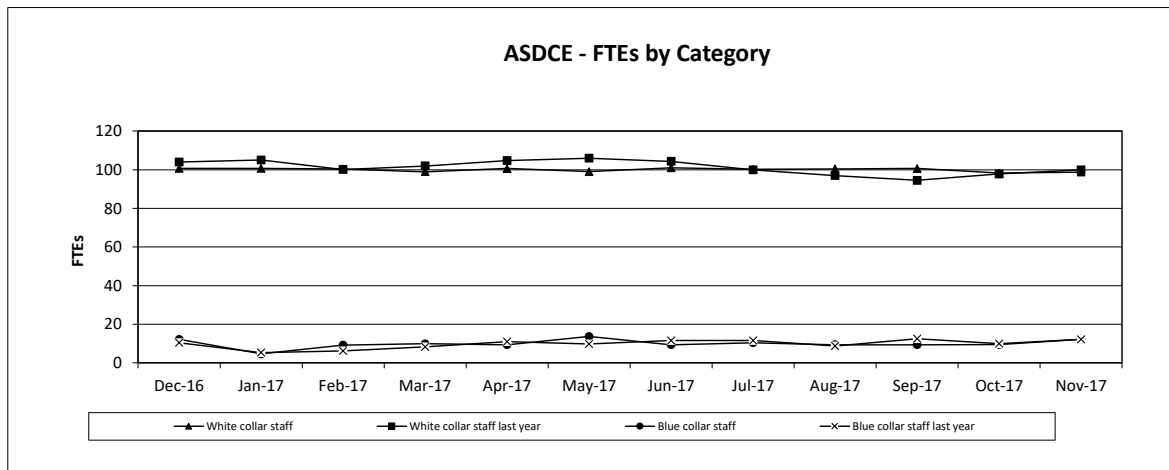
Arts, Social Development and Community Engagement Department

Annual Leave Balances as at pay period ended 27 November 2017:



	Jun-17		Jul-17		Aug-17		Sep-17		Oct-17		Nov-17	
No of people with 0-4 weeks	99	80.5%	96	77.4%	97	77.6%	94	75.2%	95	77.2%	89	74.2%
No of people with 4-8 weeks	24	19.5%	28	22.6%	28	22.4%	30	24.0%	27	22.0%	30	25.0%
No of people with 8+ weeks	0	0.0%	0	0.0%	0	0.0%	1	0.8%	1	0.8%	1	0.8%

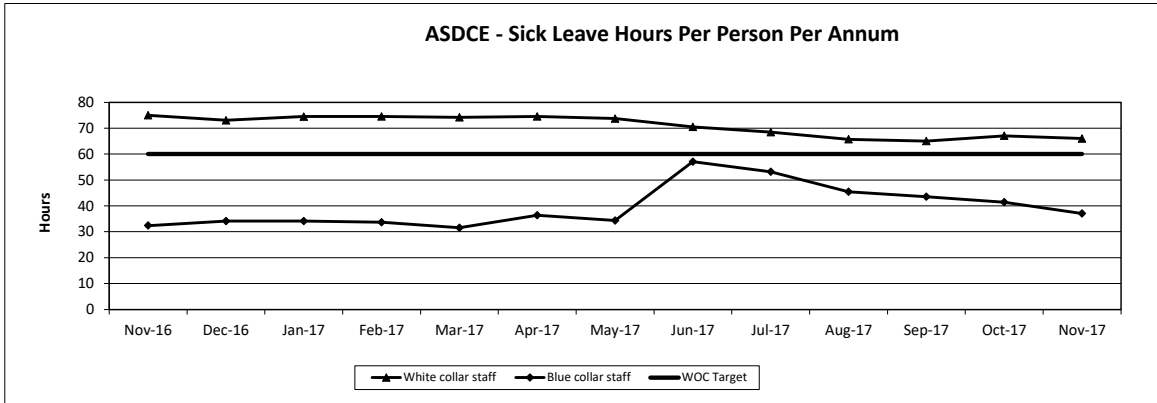
Full Time Equivalents:



	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
White collar staff	100.7	100.7	100.4	99.0	100.7	99.0	101.0	100.2	100.4	100.6	98.3	98.8
Blue collar staff	12.2	4.6	9.2	9.9	9.4	13.7	9.4	10.4	9.4	9.4	9.5	12.3
Total	112.9	105.4	109.6	108.9	110.0	112.7	110.4	110.7	109.8	110.0	107.7	111.1
<i>Movement prior month (white collar)</i>	0.8	0.0	(0.3)	(1.4)	1.7	(1.7)	2.0	(0.8)	0.2	0.2	(2.4)	0.5
<i>Movement prior month (blue collar)</i>	0.0	(7.5)	4.5	0.7	(0.6)	4.3	(4.3)	1.1	(1.1)	0.0	0.1	2.8
<i>White collar staff last year</i>	104.0	105.0	100.2	102.0	104.8	106.0	104.4	100.0	97.0	94.5	97.8	99.9
<i>Blue collar staff last year</i>	10.5	5.4	6.2	8.3	11.0	9.8	11.5	11.5	8.8	12.5	9.9	12.2
<i>Total FTEs last year</i>	114.4	110.4	106.4	110.3	115.8	115.8	115.9	111.5	105.8	107.0	107.7	112.1

Arts, Social Development and Community Engagement Department

Sick Leave:



	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
White collar staff	74.98	73.03	74.47	74.51	74.21	74.49	73.69	70.52	68.47	65.71	65.01	67.06	65.97
Blue collar staff	32.38	34.13	34.13	33.63	31.50	36.38	34.31	57.06	53.19	45.44	43.56	41.44	37.06
WOC Target	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00

* Rolling 12 month average

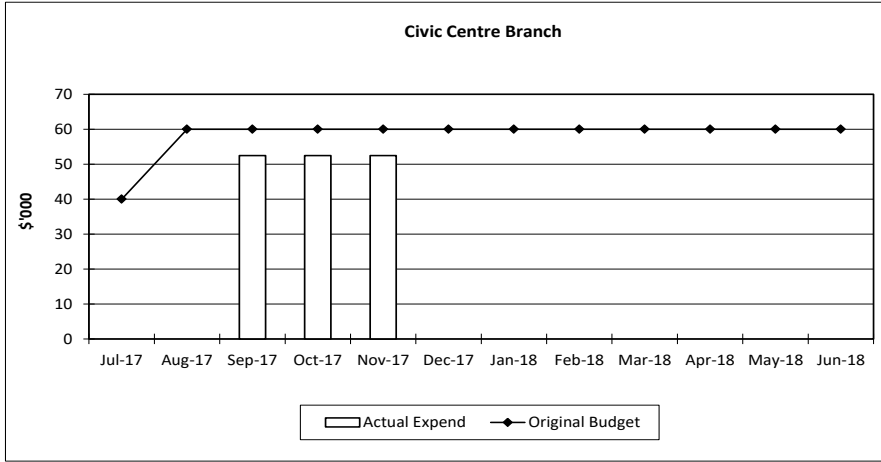
Lost Time Injury Frequency Rates:

	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
LTI's	0	0	0	0	0	0	0	0	0	0	0	0	0
LTIFR	0	0	0	0	0	0	0	0	0	0	0	0	0
LTIFR Rolling 12 months	0	0	0	0	0	0	0	0	0	0	0	0	0
Cumulative Days lost 12 months	0	0	0	0	0	0	0	0	0	0	0	0	0
LTISR Rolling 12 months	0	0	0	0	0	0	0	0	0	0	0	0	0

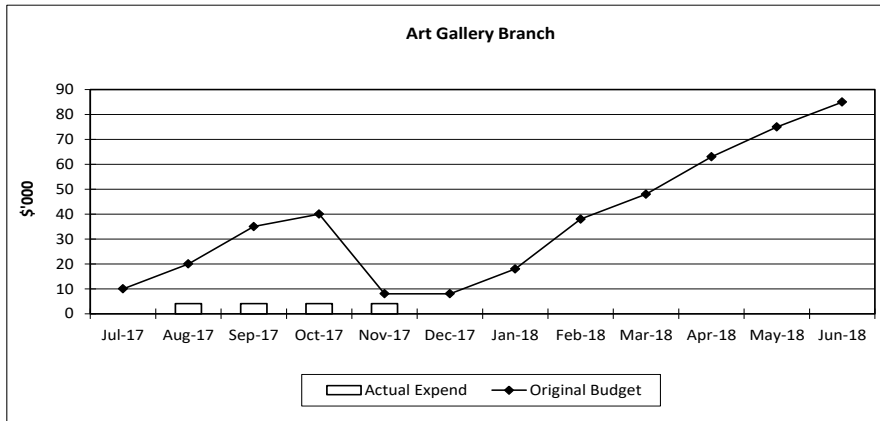
ASDCE Capital Expenditure by Program

Results as at 30 November 2017:

	YTD Act \$'000	YTD Bud \$'000	YTD Var \$'000	FY Budget \$'000	% Achieved
Department controlled	81	103	22	1,424	6%

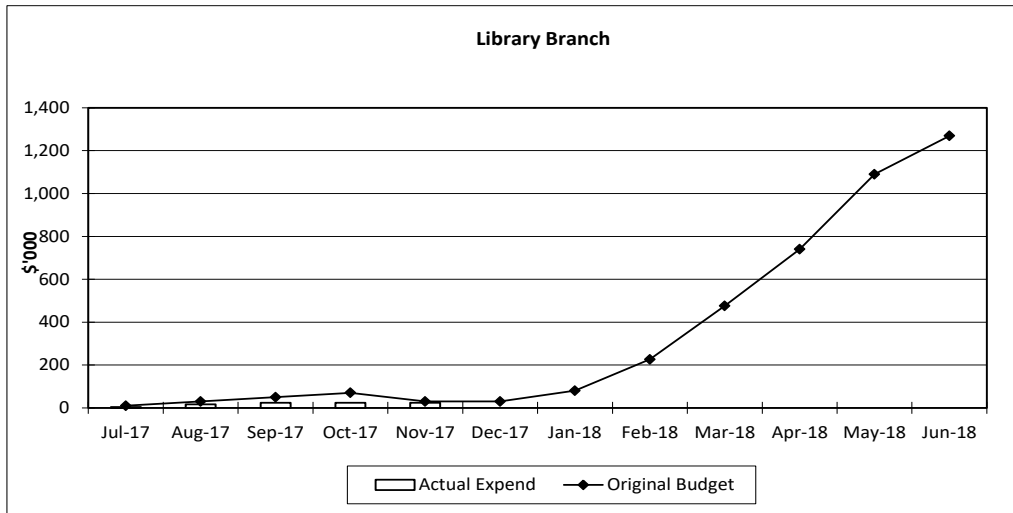


Project No.	Project Name	YTD Actual \$'000	YTD Budget \$'000	Explanations/Mitigations
	Various Projects	52	60	No issues

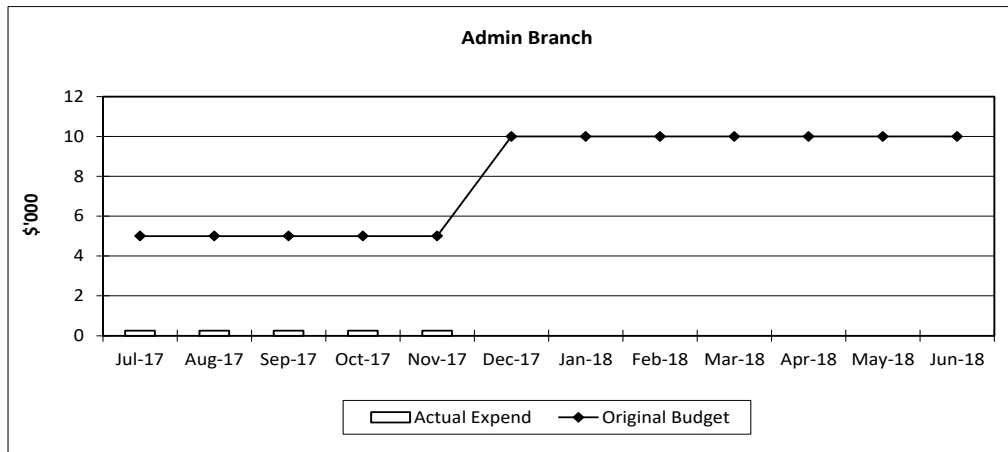


Project No.	Project Name	YTD Actual \$'000	YTD Budget \$'000	Explanations/Mitigations
	Various Projects	4	8	No issues

ASDCE Capital Expenditure by Program con't



Project No.	Project Name	YTD Actual \$'000	YTD Budget \$'000	Explanations/Mitigations
	Various Projects	24	30	No Issues



Project No.	Project Name	YTD Actual \$'000	YTD Budget \$'000	Explanations/Mitigations
	DEA00005 CCS Admin Assets	0	5	No Issues

Economic Development and Marketing

Performance Report

November 2017

Revenue

	YTD Act \$'000	YTD Bud \$'000	YTD Var \$'000	FY Budget \$'000	% Achieved	FY F'cast \$'000
Department Controlled						
Operational Grants	100	0	100	0	n/a	100
Other Revenue	130	111	19	264	49%	264
Internal Revenue	6	0	6	0	n/a	6
	236	111	125	264	89%	370
Corporate Controlled	0	0	0	0	n/a	0
TOTAL	236	111	125	264	89%	370

Satisfactory results overall.

Operational Grant received by Department of Science, Information Technology and Innovation towards advancing regional innovation program, a further \$66k is expected in the 17/18 year and will be considered in the upcoming budget amendment.

Department Controlled Expenses

Employee Expenses

	YTD Act	YTD Bud	YTD Var	FY Budget		FY F'cast
	\$'000	\$'000	\$'000	\$'000	% Achieved	\$'000
Wages (opex and capex)	1,356	1,536	180	3,549	38%	3,549
Overtime	20	27	7	63	32%	63
Allowances	5	3	(2)	5	100%	5
Other employee costs	398	456	58	1,060	38%	1,060
Total Labour Opex + Capex	1,779	2,022	243	4,677	38%	4,677
<i>Less Capitalised Labour</i>	22	0	(22)	0	n/a	0
Opex Labour before Contractors	1,801	2,022	221	4,677	39%	4,677
<i>Plus Contract Opex Labour</i>	274	0	(274)	0	n/a	274
Opex Labour incl Contractors	2,075	2,022	(53)	4,677	44%	4,951

Employee expenses over budget 2.62% due to vacancy rate not being met. Permanent vacancies currently being filled by labour contractors.

Materials and Services (excl. Labour Contracts)

	YTD Act	YTD Bud	YTD Var	FY Budget		FY F'cast
	\$'000	\$'000	\$'000	\$'000	% Achieved	\$'000
Advertising	527	511	(16)	1,061	50%	1,061
Other Goods	28	39	11	95	29%	95
Other Services	181	153	(28)	413	44%	413
Service Contracts	361	630	269	1,666	22%	1,666
Entertainment	38	81	43	154	25%	154
Other Materials and Services	134	114	(20)	293	46%	293
	1,269	1,528	259	3,682	34%	3,682
Other Expense Sources						
Other Expenses	18	6	(12)	12	150%	18
Internal Expenses	41	25	(16)	97	42%	97
	1,328	1,559	231	3,791	35%	3,797
TOTAL DEPARTMENT CONTROLLED	3,403	3,581	178	8,468	40%	8,748

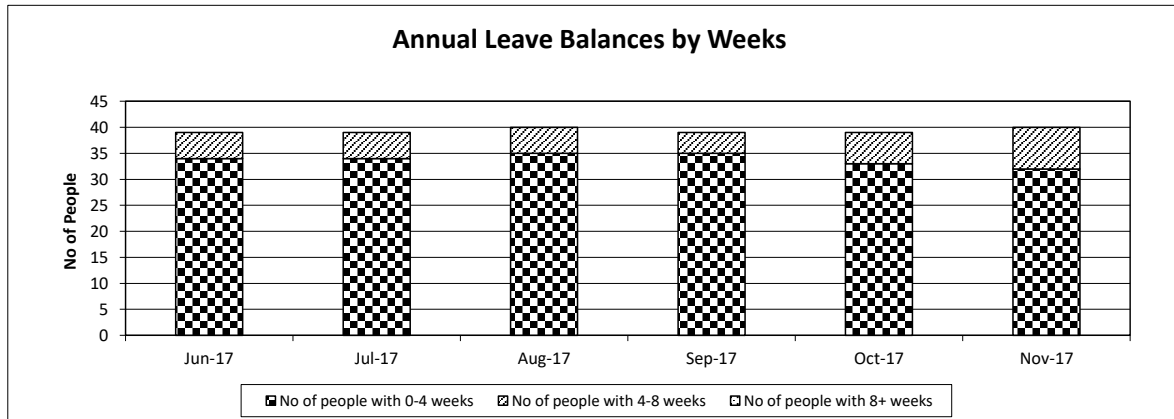
Corporate Controlled Expenses

Depreciation	2	0	(2)	1	200%	2
Other Finance Costs	0	0	0	0	n/a	0
TOTAL CORPORATE CONTROLLED	2	0	(2)	1	200%	2

Satisfactory results overall.

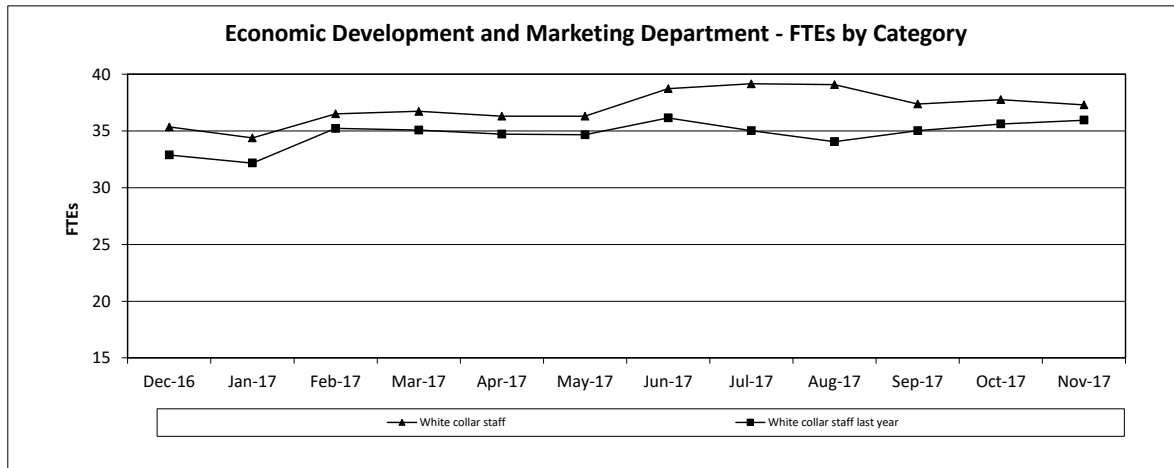
Economic Development and Marketing Department

Annual Leave Balances as at pay period ended 27 November 2017:



	Jun-17		Jul-17		Aug-17		Sep-17		Oct-17		Nov-17	
No of people with 0-4 weeks	34	87.2%	34	87.2%	35	87.5%	35	89.7%	33	84.6%	32	80.0%
No of people with 4-8 weeks	5	12.8%	5	12.8%	5	12.5%	4	10.3%	6	15.4%	8	20.0%
No of people with 8+ weeks	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%

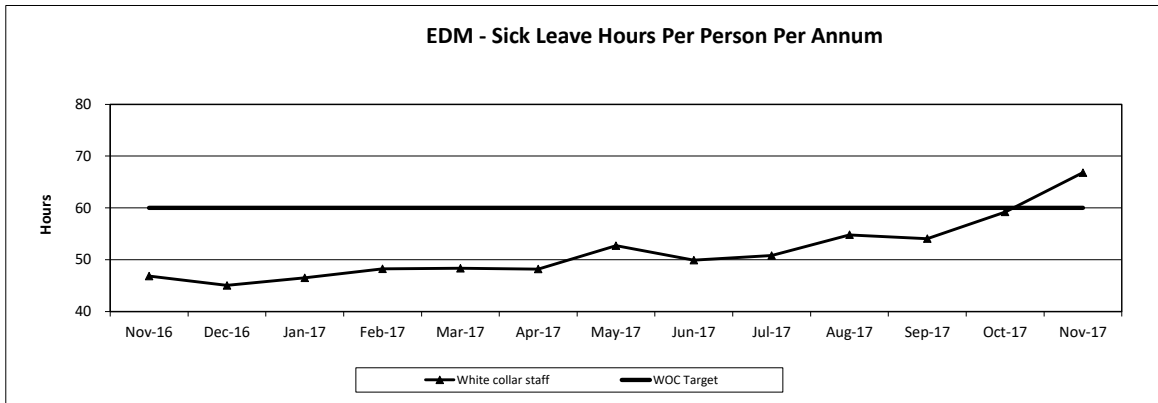
Full Time Equivalents:



	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
White collar staff	35.4	34.4	36.5	36.7	36.3	36.3	38.7	39.2	39.1	37.4	37.8	37.3
Total	35.4	34.4	36.5	36.7	36.3	36.3	38.7	39.2	39.1	37.4	37.8	37.3
<i>Movement prior month (white collar)</i>	<i>(0.6)</i>	<i>(1.0)</i>	<i>2.1</i>	<i>0.2</i>	<i>(0.4)</i>	<i>0.0</i>	<i>2.4</i>	<i>0.4</i>	<i>(0.1)</i>	<i>(1.7)</i>	<i>0.4</i>	<i>(0.5)</i>
<i>White collar staff last year</i>	<i>32.9</i>	<i>32.2</i>	<i>35.2</i>	<i>35.1</i>	<i>34.7</i>	<i>34.7</i>	<i>36.2</i>	<i>35.0</i>	<i>34.1</i>	<i>35.0</i>	<i>35.6</i>	<i>36.0</i>
<i>Total FTEs last year</i>	<i>32.9</i>	<i>32.2</i>	<i>35.2</i>	<i>35.1</i>	<i>34.7</i>	<i>34.7</i>	<i>36.2</i>	<i>35.0</i>	<i>34.1</i>	<i>35.0</i>	<i>35.6</i>	<i>36.0</i>

Economic Development and Marketing Department

Sick Leave:



	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
White collar staff Hours	46.81	45.01	46.49	48.21	48.31	48.17	52.70	49.90	50.79	54.79	54.06	59.20	66.78
WOC Target	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00

* Rolling 12 month average

Lost Time Injury Frequency Rates:

	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
LTI's	0	0	0	0	0	0	0	0	0	0	0	0	0
LTIFR	0	0	0	0	0	0	0	0	0	0	0	0	0
LTIFR Rolling 12 months	0	0	0	0	0	0	0	0	0	0	0	0	0
Cumulative Days lost 12 months	0	0	0	0	0	0	0	0	0	0	0	0	0
LTISR Rolling 12 months	0	0	0	0	0	0	0	0	0	0	0	0	0

Infrastructure Services Department

Performance Report

November 2017

Revenue

	YTD Act \$'000	YTD Bud \$'000	YTD Var \$'000	FY Budget \$'000	% Achieved	FY F'cast \$'000
Department Controlled						
Other Fees and Charges	3	0	3	0	n/a	3
Sales, Recoverable works	0	0	0	0	n/a	0
Capital Grants	0	0	0	0	n/a	0
Other Revenue	4	0	4	0	n/a	4
	7	0	7	0	n/a	7
Corporate Controlled						
Donated Asset Revenue	27,405	24,000	3,405	60,541	45%	60,541
Cash Contributions	5,283	4,625	658	11,102	48%	11,102
	32,688	28,625	4,063	71,643	46%	71,643
TOTAL	32,695	28,625	4,070	71,643	46%	71,650

Satisfactory results for Department controlled revenue.

Donated assets, cash contributions and headwork credits are developer driven and will be closely monitored.

Department Controlled Expenses

General Ledger

Employee Expenses (incl. Labour Contracts)

	YTD Act	YTD Bud	YTD Var	FY Budget		FY F'cast
	\$'000	\$'000	\$'000	\$'000	% Achieved	\$'000
Wages (opex and capex)	3,360	3,790	430	8,959	38%	8,959
Contract (opex and capex)	154	0	(154)	0	n/a	154
Overtime	23	34	11	80	29%	80
Allowances	13	10	(3)	24	54%	24
Other employee costs	900	1,067	167	2,526	36%	2,526
Total Labour Opex + Capex	4,450	4,901	451	11,589	38%	11,743

Labour Breakdown (Project Ledger)

	YTD Act	YTD Bud	YTD Var	FY Budget		FY F'cast
	\$'000	\$'000	\$'000	\$'000	% Achieved	\$'000
Capex						
Wages	3,914	4,346	432	10,359	38%	10,359
Contract	149	0	(149)	0	n/a	149
	4,063	4,346	283	10,359	39%	10,508
Opex						
Wages	395	523	128	1,233	32%	1,233
Contract	5	0	(5)	0	n/a	5
	400	523	123	1,233	32%	1,238
Total Project Labour (opex and capex)	4,463	4,869	406	11,592	38%	11,746

Satisfactory results overall.

Department Controlled Expenses (cont)

Materials and Services (excl. Labour Contracts)

	YTD Act \$'000	YTD Bud \$'000	YTD Var \$'000	FY Budget \$'000	% Achieved	FY F'cast \$'000
Service Contracts	0	174	174	418	0%	418
Consultants	50	278	228	667	7%	667
Other Materials and Services	173	27	(146)	38	n/a	173
	223	479	256	1,123	20%	1,258
Other Expense Sources						
Other Expenses	16	0	(16)	0	n/a	16
Internal Expenses	21	0	(21)	0	n/a	21
	37	0	(37)	0	n/a	37
TOTAL DEPARTMENT CONTROLLED EXPENSES (excl. Labour)	260	479	219	1,123	23%	1,295

Corporate Controlled Expenses

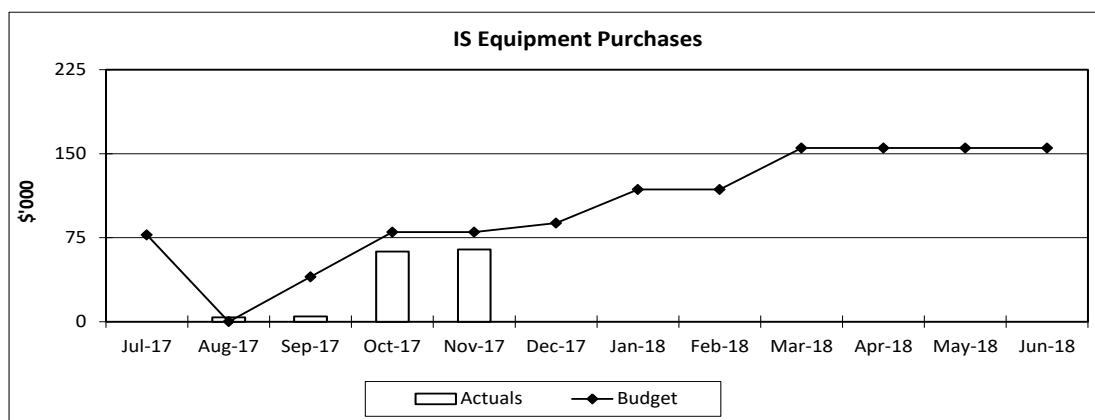
Depreciation	26	25	(1)	60	43%	60
Other Finance Costs	0	0	0	0	n/a	0
Loss on disposal assets	0	0	0	0	n/a	0
TOTAL CORPORATE CONTROLLED	26	25	(1)	60	43%	60

Satisfactory results overall. Internal expenses relate to expensing of non capital related items.

Infrastructure Services Department Minor Equipment Capital Expenditure

Results as at 30 November 2017:

	YTD Act \$'000	YTD Bud \$'000	YTD Var \$'000	FY Budget \$'000	% Achieved	FY F'cast \$'000
Department Controlled	65	80	15	155	42%	155

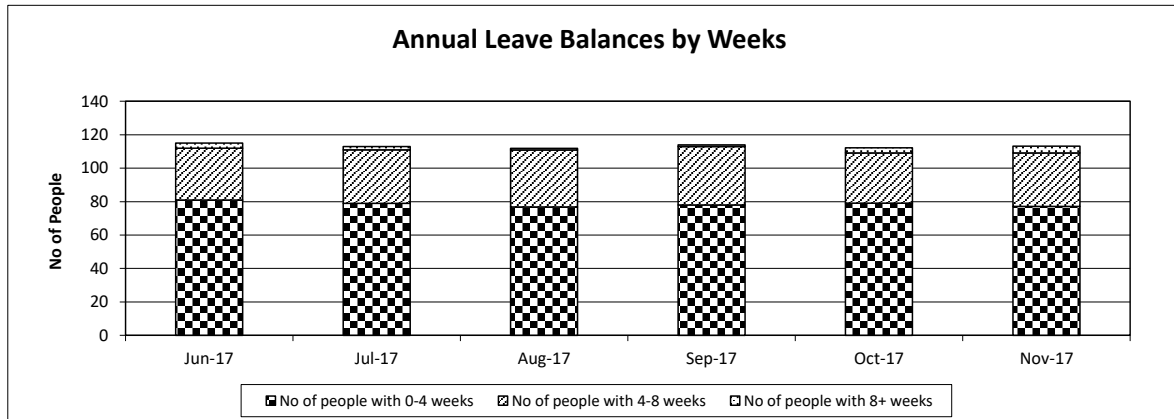


Major Projects

Project No.	Project Name	YTD Actual \$'000	YTD Budget \$'000	Explanations/Mitigations
Various		65	80	No issues.

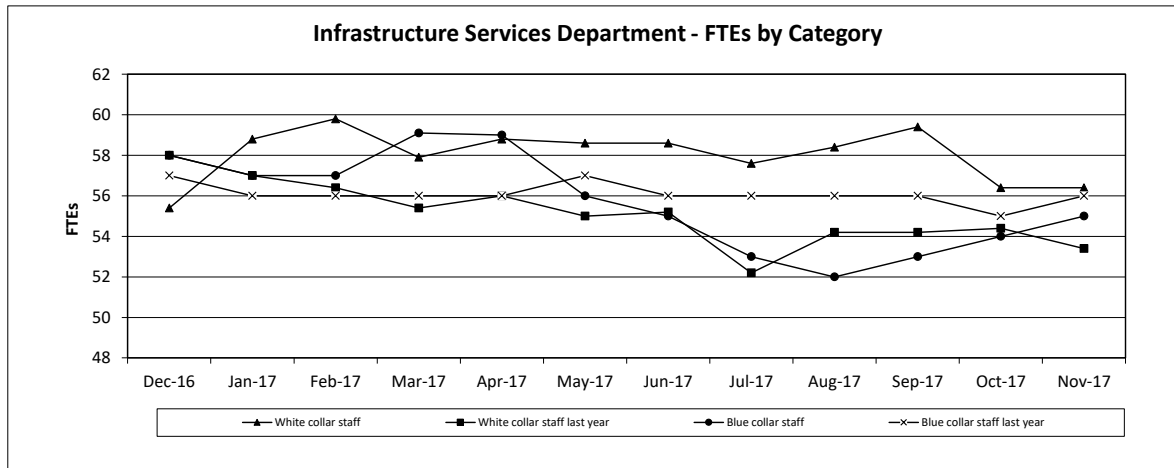
Infrastructure Services Department

Annual Leave Balances as at pay period ended 27 November 2017:



	Jun-17		Jul-17		Aug-17		Sep-17		Oct-17		Nov-17	
No of people with 0-4 weeks	81	70.4%	79	69.9%	77	68.7%	78	68.4%	79	70.6%	77	68.2%
No of people with 4-8 weeks	31	27.0%	32	28.3%	34	30.4%	35	30.7%	30	26.7%	32	28.3%
No of people with 8+ weeks	3	2.6%	2	1.8%	1	0.9%	1	0.9%	3	2.7%	4	3.5%

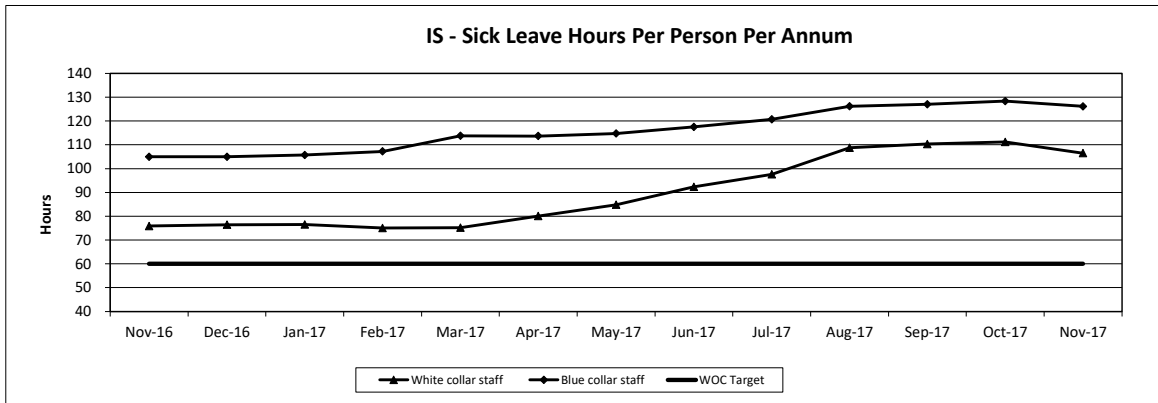
Full Time Equivalents:



	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
White collar staff	55.4	58.8	59.8	57.9	58.8	58.6	58.6	57.6	58.4	59.4	56.4	56.4
Blue collar staff	58.0	57.0	57.0	59.1	59.0	56.0	55.0	53.0	52.0	53.0	54.0	55.0
Total	113.4	115.8	116.8	117.0	117.8	114.6	113.6	110.6	110.4	112.4	110.4	111.4
Movement prior month (white collar)	2.0	3.4	1.0	(1.9)	0.9	(0.2)	0.0	(1.0)	0.8	1.0	(3.0)	0.0
Movement prior month (blue collar)	2.0	(1.0)	0.0	2.1	(0.1)	(3.0)	(1.0)	(2.0)	(1.0)	1.0	1.0	1.0
White collar staff last year	58.0	57.0	56.4	55.4	56.0	55.0	55.2	52.2	54.2	54.2	54.4	53.4
Blue collar staff last year	57.0	56.0	56.0	56.0	56.0	57.0	56.0	56.0	56.0	56.0	55.0	56.0
Total FTEs last year	115.0	113.0	112.4	111.4	112.0	112.0	111.2	108.2	110.2	110.2	109.4	109.4

Infrastructure Services Department

Sick Leave:



	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
White collar staff	75.85	76.44	76.55	75.03	75.17	80.07	84.82	92.35	97.62	108.76	110.29	111.17	106.48
Blue collar staff	104.98	104.95	105.68	107.24	113.81	113.68	114.72	117.50	120.70	126.19	126.98	128.34	126.14
WOC Target	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00

* Rolling 12 month average

Lost Time Injury Frequency Rates:

	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
LTI's	0	0	0	0	0	0	0	0	0	0	0	0	0
LTIFR	0	0	0	0	0	0	0	0	0	0	0	0	0
LTIFR Rolling 12 months	11	11	6	6	6	0	0	0	0	0	0	0	0
Cumulative Days lost 12 months	3	3	3	3	1	0	0	0	0	0	0	0	0
LTISR Rolling 12 months	17	17	17	6	6	0	0	0	0	0	0	0	0

Finance and Corporate Services Department

Performance Report

November 2017

Revenue

	YTD Act \$'000	YTD Bud \$'000	YTD Var \$'000	FY Budget		FY F'cast \$'000
				\$'000	% Achieved	
Department Controlled						
Utilities and Other Charges	44	33	11	70	63%	70
Change of Ownership Fees	346	324	22	648	53%	648
Other Fees and Charges	494	495	(1)	1,189	42%	1,189
Sales, Recoverable works	0	0	0	0	n/a	0
Operational Grants	1,322	1,022	300	4,056	33%	4,056
Capital Grants	116	0	116	0	n/a	116
Other Revenue	6,442	5,562	880	26,615	24%	26,615
Internal revenue	754	755	(1)	1,812	42%	1,812
	9,518	8,191	1,327	34,390	28%	34,506
Corporate Controlled						
General Rates	79,785	79,042	743	166,755	48%	166,755
Discounts/Remissions	(5,169)	(5,168)	(1)	(10,431)	50%	(10,431)
Net Rates and Utilities	74,616	73,874	742	156,324	48%	156,324
Cash Donations and Contributions	0	0	0	0	n/a	0
Interest	2,113	1,691	422	3,887	54%	3,887
Gain on Asset Disposal	0	0	0	0	n/a	0
Tax Equivalent Revenue	2,691	2,332	359	4,987	54%	4,987
	79,420	77,897	1,523	165,198	48%	165,198
TOTAL	88,938	86,088	2,850	199,588	45%	199,704

Satisfactory results overall. Operational grants over budget due to receipt from Department of Education and Training in relation to first start grant. Capital grants relate to funds received from Department of Infrastructure, Local Government and Planning and Queensland Reconstruction Authority for spatial mapping system received in ICT branch.

Department Controlled Expenses

Employee Expenses

	YTD Act	YTD Bud	YTD Var	FY Budget		FY F'cast
	\$'000	\$'000	\$'000	\$'000	% Achieved	\$'000
Wages (opex and capex)	7,171	7,150	(21)	16,982	42%	16,982
Overtime	8	8	0	20	40%	20
Allowances	53	58	5	139	38%	139
Other employee costs	2,066	2,081	15	4,940	42%	4,940
Total Labour Opex + Capex	9,298	9,297	(1)	22,081	42%	22,081
<i>Less Capitalised Labour</i>	<i>(1,063)</i>	<i>(1,116)</i>	<i>(53)</i>	<i>(2,638)</i>	<i>40%</i>	<i>(2,638)</i>
Opex Labour before Contractors	8,235	8,181	(54)	19,443	42%	19,443
<i>Plus Contract Opex Labour</i>	<i>509</i>	<i>456</i>	<i>(53)</i>	<i>1,016</i>	<i>50%</i>	<i>1,016</i>
Opex Labour incl Contractors	8,744	8,637	(107)	20,459	43%	20,459

Employee expenses over budget due to additional staff required for current priorities and unbudgeted labour, which will be considered in the upcoming budget amendment.

Materials and Services (excl. Labour Contracts)

	YTD Act	YTD Bud	YTD Var	FY Budget		FY F'cast
	\$'000	\$'000	\$'000	\$'000	% Achieved	\$'000
Communication	532	559	27	1,341	40%	1,341
Other Goods	475	415	(60)	982	48%	982
Other Services	3,718	3,801	83	7,798	48%	7,798
Service Contracts	6,178	6,706	528	16,211	38%	16,211
Legal Expenses	451	98	(353)	235	192%	451
Other Materials and Services	867	503	(364)	1,239	70%	1,239
	12,221	12,082	(139)	27,806	44%	28,022
Other Expense Sources						
Finance Costs	189	154	(35)	412	46%	412
Other Expenses	1,466	1,527	61	3,673	40%	3,673
Internal expenses	150	142	(8)	343	44%	343
Community Services Expense	196	196	0	470	42%	470
	14,222	14,101	(121)	32,704	43%	32,920
TOTAL DEPARTMENT CONTROLLED	22,966	22,738	(228)	53,163	43%	53,379

Corporate Controlled

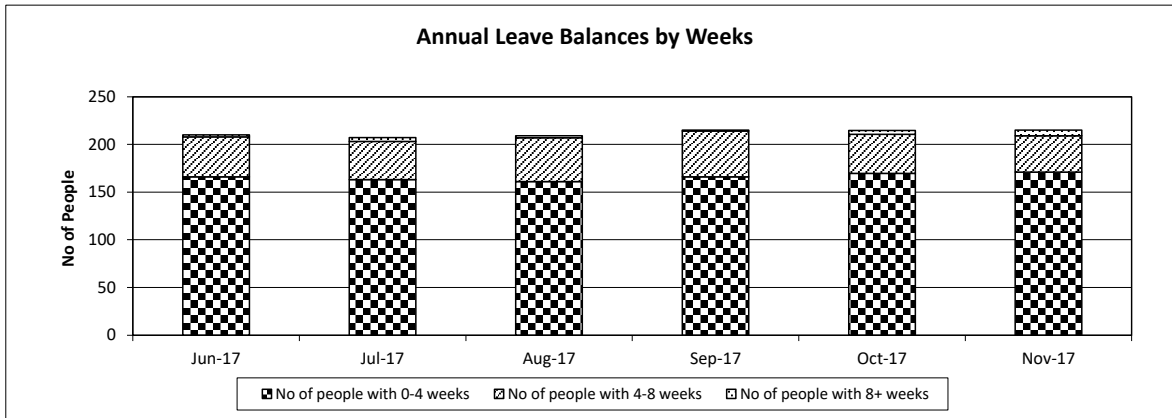
Depreciation	3,570	2,750	(820)	6,600	54%	6,600
Loss on disposal assets	0	0	0	0	n/a	0
QTC Finance Costs	5,496	5,749	253	13,642	40%	13,642
Other Finance Costs	0	0	0	0	n/a	0
TOTAL CORPORATE CONTROLLED	9,066	8,499	(567)	20,242	45%	20,242

Legal expenses relate to various legal matters in the FCS Admin, CEO and Corporate Services branches. Consultants over budget in FCS admin area relation to various CBD revitalisation projects.

Depreciation is over budget which is currently under review.

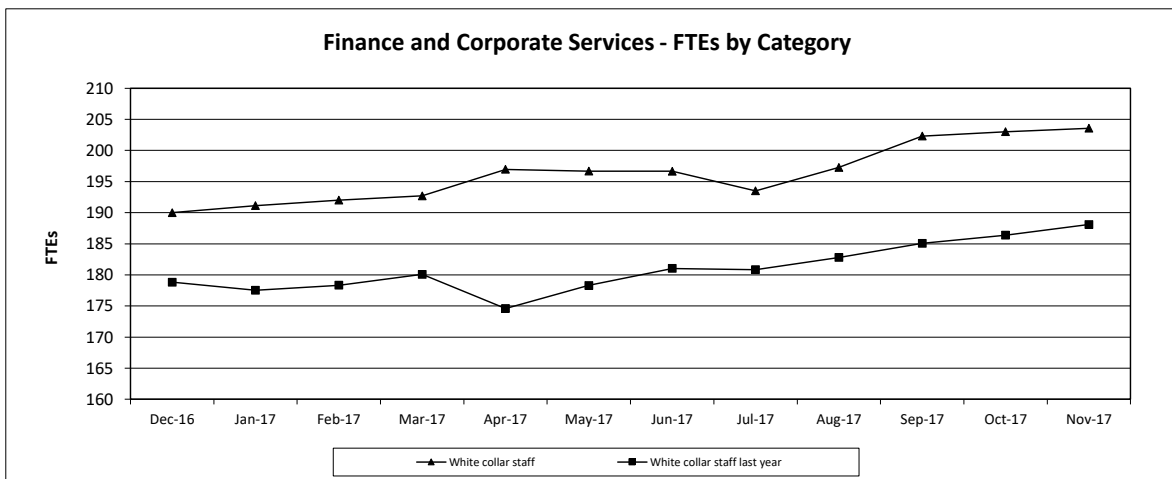
Finance and Corporate Services Annual Leave

Annual Leave Balances as at pay period ended 27 November 2017:



	Jun-17		Jul-17		Aug-17		Sep-17		Oct-17		Nov-17	
No of people with 0-4 weeks	166	79.0%	163	78.8%	161	77.0%	166	77.2%	170	79.0%	171	79.5%
No of people with 4-8 weeks	42	20.0%	40	19.3%	46	22.0%	48	22.3%	41	19.1%	38	17.7%
No of people with 8+ weeks	2	1.0%	4	1.9%	2	1.0%	1	0.5%	4	1.9%	6	2.8%

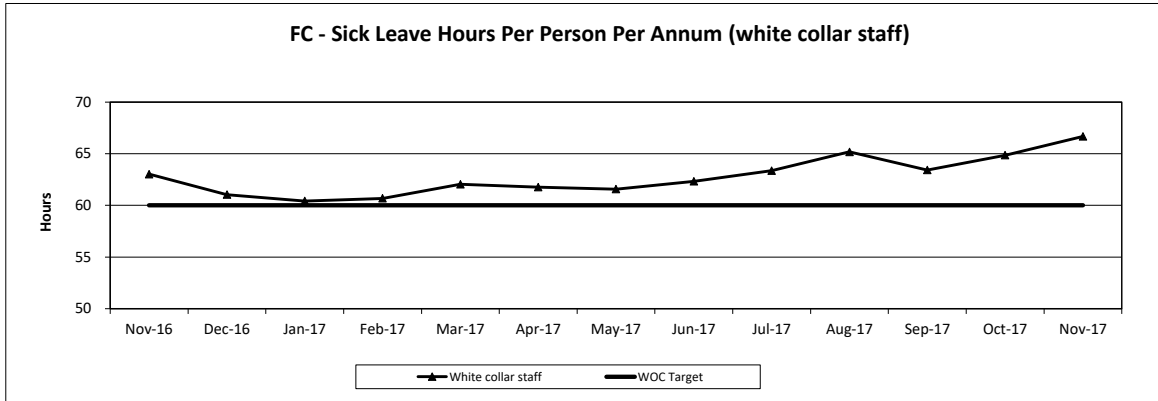
Full Time Equivalents:



	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
White collar staff	190.0	191.1	192.0	192.7	197.0	196.7	196.7	193.5	197.3	202.3	203.0	203.6
Total	190.0	191.1	192.0	192.7	197.0	196.7	196.7	193.5	197.3	202.3	203.0	203.6
<i>Movement prior month (white collar)</i>	1.9	1.1	0.9	0.7	4.3	(0.3)	(0.0)	(3.2)	3.8	5.0	0.7	0.6
<i>White collar staff last year</i>	178.8	177.5	178.3	180.1	174.6	178.3	181.0	180.8	182.8	185.1	186.4	188.1
<i>Total FTEs last year</i>	178.8	177.5	178.3	180.1	174.6	178.3	181.0	180.8	182.8	185.1	186.4	188.1

Finance and Corporate Services Department

Sick Leave:



	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
White collar staff	63.02	61.04	60.43	60.68	62.03	61.76	61.58	62.33	63.35	65.17	63.43	64.86	66.68
WOC Target	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00

* Rolling 12 month average

Lost Time Injury Frequency Rates - FCS:

	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
LTI's	0	0	0	0	0	0	0	0	0	0	0	0	0
LTIFR	0	0	0	0	0	0	0	0	0	0	0	0	0
LTIFR Rolling 12 months	0	0	0	0	0	0	0	0	0	0	0	0	0
Cumulative Days lost 12 months	0	0	0	0	0	0	0	0	0	0	0	0	0
LTISR Rolling 12 months	0	0	0	0	0	0	0	0	0	0	0	0	0

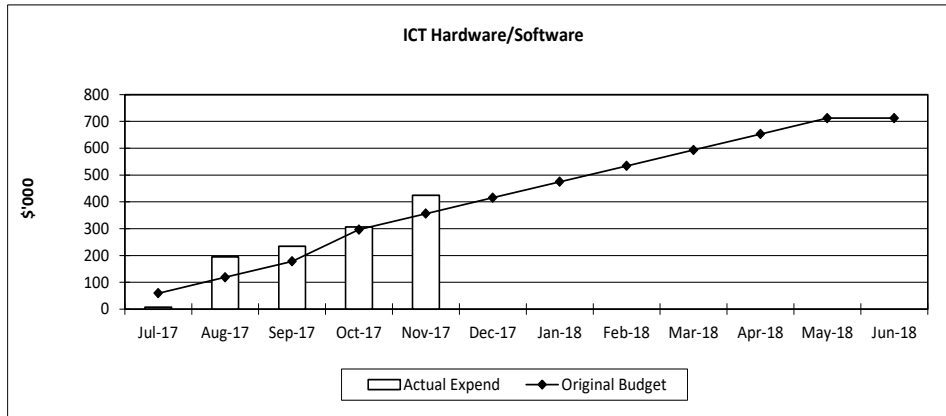
Lost Time Injury Frequency Rates - Executive Office:

	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
LTI's	0	0	0	0	0	0	0	0	0	0	0	0	0
LTIFR	0	0	0	0	0	0	0	0	0	0	0	0	0
LTIFR Rolling 12 months	31	31	31	31	31	30	29	0	0	0	0	0	0
Cumulative Days lost 12 months	37	37	37	37	37	36	36	28	15	2	2	0	0
LTISR Rolling 12 months	1,150	1,148	1,139	1,120	1,100	1,077	1,060	831	451	61	61	0	0

FC Capital Expenditure by Program

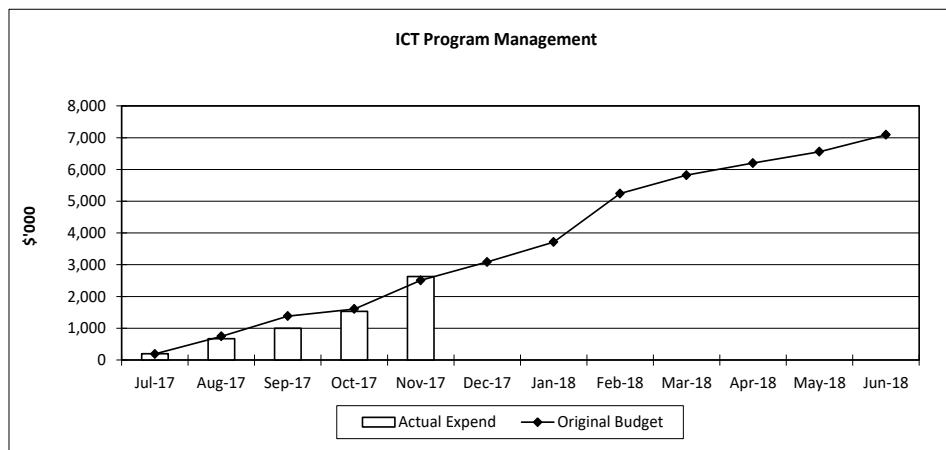
Results as at 30 November 2017:

	YTD Act	YTD Bud	YTD Var	FY Budget	FY F'cast
	\$'000	\$'000	\$'000	\$'000	% Achieved
Department Controlled*	7,194	7,440	246	37,713	19%



Major Projects

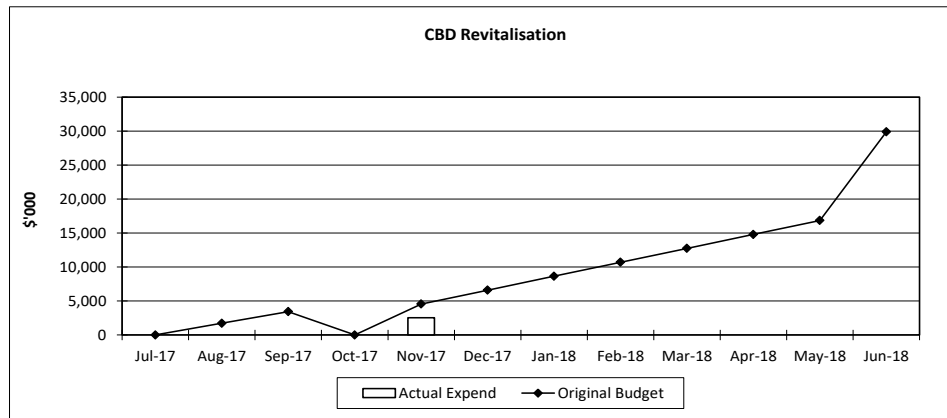
Project No.	Project Name	YTD Actual \$'000	YTD Budget \$'000	Explanations/Mitigations
	Various Projects	424	356	Satisfactory result.



Major Projects

Project No.	Project Name	YTD Actual \$'000	YTD Budget \$'000	Explanations/Mitigations
	Various Projects	2,317	1,995	Satisfactory result.

FC Capital Expenditure by Program con't



Major Projects

Project No.	Project Name	YTD Actual \$'000	YTD Budget \$'000	Explanations/Mitigations
	Various Projects	2,536	4,550	Satisfactory result.

Works, Parks and Recreation Department

Performance Report

November 2017

Excluding Ipswich Waste

Revenue

	YTD Act	YTD Bud	YTD Var	FY Budget		FY F'cast
	\$'000	\$'000	\$'000	\$'000	% Achieved	\$'000
Department Controlled						
Utilities and Other Charges	1,898	1,881	17	3,761	50%	3,761
Traffic and Reg Park Fees	524	481	43	1,148	46%	1,148
Other Fees and Charges	4	0	4	0	n/a	4
Sales, Recoverable Works	1,164	1,152	12	2,865	41%	2,865
Operational Grants	878	779	99	3,079	29%	3,079
Capital Grants	653	0	653	8,275	8%	8,275
Other Revenue	1,192	667	525	1,601	74%	1,601
Internal Revenue	5,710	5,671	39	13,611	42%	13,611
	12,023	10,631	1,392	34,340	35%	34,344
Corporate Controlled						
Discounts/Remissions	(28)	(38)	10	(75)	37%	(75)
Donated Asset Revenue	0	4,355	(4,355)	11,962	0%	11,962
Cash Contributions	1,401	4,490	(3,089)	10,745	13%	10,745
Interest	0	0	0	0	n/a	0
Gain on Disposal/Revaluation	129	0	129	0	n/a	129
	1,502	8,807	(7,305)	22,632	7%	22,761
TOTAL	13,525	19,438	(5,913)	56,972	24%	57,105

Satisfactory results overall for Department controlled revenue.

Cash contributions, donated asset revenue and headwork credits are developer driven.

Department Controlled Expenses

Excluding Ipswich Waste

Employee Expenses

	YTD Act	YTD Bud	YTD Var	FY Budget		FY F'cast
	\$'000	\$'000	\$'000	\$'000	% Achieved	\$'000
Wages (opex and capex)	9,454	9,714	260	22,961	41%	22,961
Overtime	294	321	27	760	39%	760
Allowances	31	32	1	75	41%	75
Other employee costs	2,572	2,674	102	6,323	41%	6,323
Total Labour Opex + Capex	12,351	12,741	390	30,119	41%	30,119
<i>Less Capitalised Labour</i>	(1,136)	(912)	224	(2,143)	53%	(2,143)
Opex Labour before Contractors	11,215	11,829	614	27,976	40%	27,976
<i>Plus Contract Opex Labour</i>	1,103	651	(452)	770	143%	1,103
Opex Labour incl Contractors	12,318	12,480	162	28,746	43%	29,079

Satisfactory results overall.

Materials and Services (excl. Labour Contracts)

	YTD Act	YTD Bud	YTD Var	FY Budget		FY F'cast
	\$'000	\$'000	\$'000	\$'000	% Achieved	\$'000
Maintenance	1,901	92	(1,809)	220	864%	1,901
Materials	2,910	4,401	1,491	10,648	27%	10,648
Motor Vehicle Expenses	1,058	1,715	657	3,530	30%	3,530
Service Contracts	4,182	5,335	1,153	14,140	30%	14,140
Utilities Expenses	3,578	3,629	51	9,499	38%	9,499
Consultants	515	257	(258)	1,488	35%	1,488
Other Materials and Services	1,646	1,093	(553)	2,551	65%	2,551
	15,790	16,522	732	42,076	38%	43,757
Other Expense Sources						
Other Expenses	793	625	(168)	1,587	50%	1,587
Internal Expenses	2,359	2,163	(196)	5,073	47%	5,073
	18,942	19,310	368	48,736	39%	50,417
TOTAL DEPARTMENT CONTROLLED	31,260	31,790	530	77,482	40%	79,496

Corporate Controlled

Depreciation	23,824	22,137	(1,687)	53,128	45%	53,128
QTC Finance Costs	156	168	12	395	39%	395
Other Finance Costs	0	0	0	0	n/a	0
Loss on disposal assets	717	0	(717)	0	n/a	717
TOTAL CORPORATE CONTROLLED	24,697	22,305	(2,392)	53,523	46%	54,240

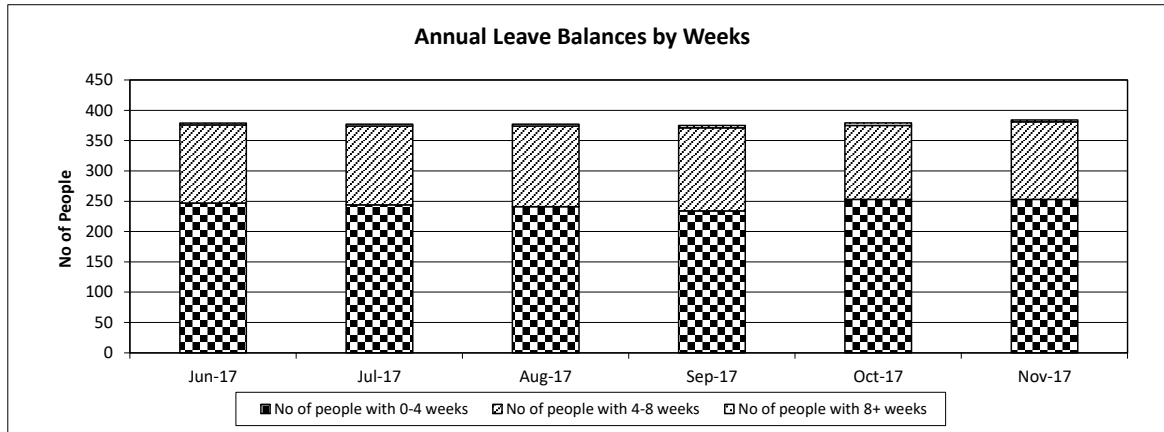
Materials and services currently under budget and are expected to realign by year end. Other expenses over budget primarily relates to late payment for 16/17 to Cherish the Environment (\$76k). Internal Expenses is over budget by \$196k due to expensed capital projects.

Loss on asset disposals relates to partial retirement of road infrastructure network assets.

Works, Parks and Recreation Department

Excluding Ipswich Waste

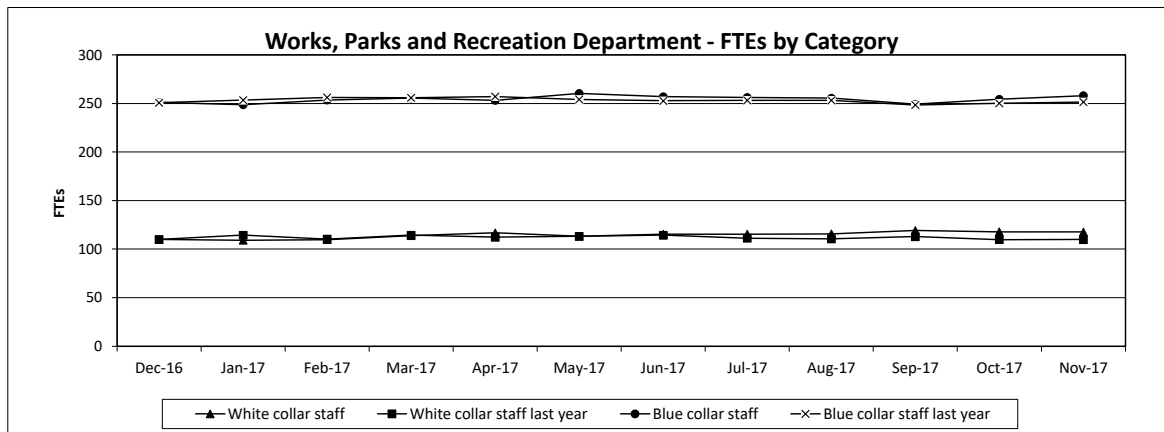
Annual Leave Balances as at pay period ended 27 November 2017:



No of people with 0-4 weeks
No of people with 4-8 weeks
No of people with 8+ weeks

	Jun-17		Jul-17		Aug-17		Sep-17		Oct-17		Nov-17	
No of people with 0-4 weeks	247	65.2%	244	64.7%	241	63.9%	234	62.4%	253	66.7%	253	65.9%
No of people with 4-8 weeks	129	34.0%	130	34.5%	133	35.3%	137	36.5%	122	32.2%	128	33.3%
No of people with 8+ weeks	3	0.8%	3	0.8%	3	0.8%	4	1.1%	4	1.1%	3	0.8%

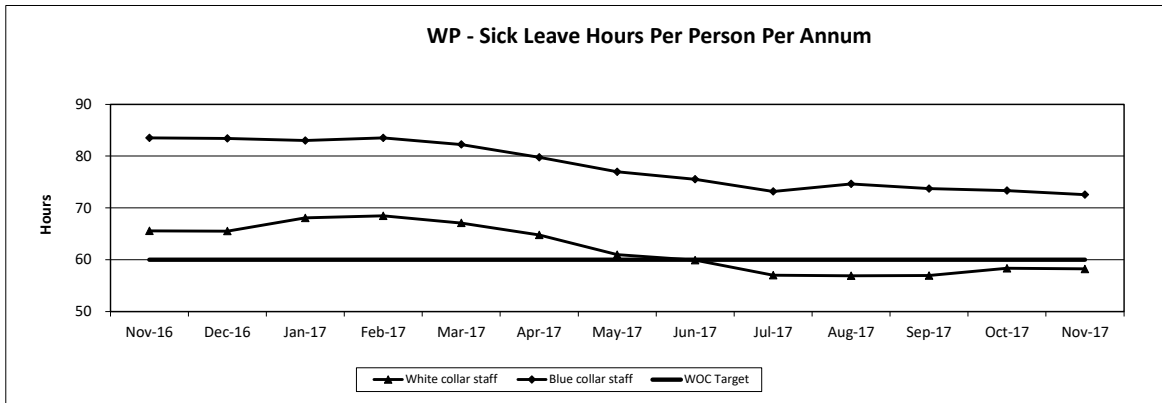
Full Time Equivalents:



	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
White collar staff	110.0	109.2	109.8	113.9	116.8	113.3	115.5	115.5	115.8	119.1	117.8	117.7
Blue collar staff	251.3	248.8	253.6	255.7	253.3	260.5	257.1	256.3	255.5	249.4	254.4	258.1
Total	361.2	358.0	363.5	369.6	370.1	373.8	372.5	371.8	371.3	368.5	372.2	375.8
<i>Movement prior month (white collar)</i>	0.1	(0.8)	0.6	4.1	2.8	(3.5)	2.1	0.0	0.3	3.3	(1.3)	(0.1)
<i>Movement prior month (blue collar)</i>	(0.3)	(2.4)	4.8	2.0	(2.3)	7.1	(3.4)	(0.8)	(0.8)	(6.2)	5.0	3.8
<i>White collar staff last year</i>	110.1	114.4	110.3	114.4	112.3	113.3	114.4	111.3	110.5	112.9	109.8	109.9
<i>Blue collar staff last year</i>	250.8	253.4	256.3	255.8	257.1	254.1	252.8	253.3	253.3	248.5	250.2	251.6
<i>Total FTEs last year</i>	360.9	367.9	366.6	370.2	369.4	367.4	367.2	364.6	363.8	361.4	360.0	361.4

Works, Parks and Recreation Department

Sick Leave:



	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
White collar staff	65.55	65.51	68.06	68.45	67.08	64.76	60.94	59.90	56.99	56.90	56.93	58.32	58.20
Blue collar staff	83.50	83.40	82.98	83.49	82.25	79.75	76.95	75.51	73.15	74.64	73.70	73.35	72.55
WOC Target	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00

* Rolling 12 month average

Lost Time Injury Frequency Rates:

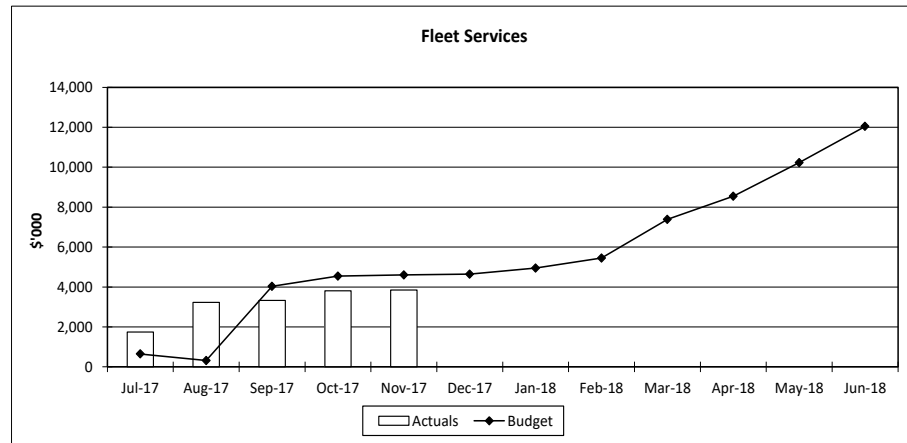
	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
LTI's	0	0	0	0	0	0	0	0	0	0	0	0	0
LTIFR	0	0	0	0	0	0	0	0	0	0	0	0	0
LTIFR Rolling 12 months	10	10	8	7	6	7	5	5	5	5	3	2	2
Cumulative Days lost 12 months	16	16	16	12	41	59	63	70	70	70	67	64	62
LTISR Rolling 12 months	26	26	26	20	67	97	103	114	114	113	108	103	99

WP Capital Expenditure by Program

Non-Infrastructure Program and excluding Ipswich Waste

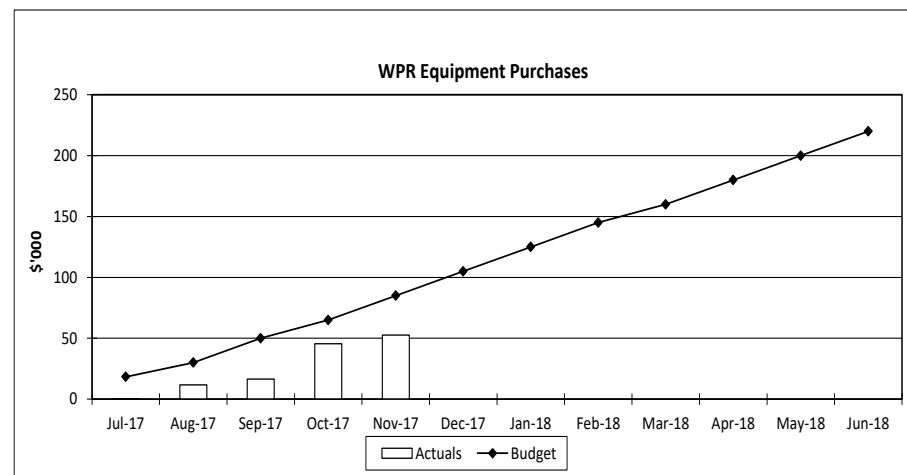
Results as at 30 November 2017:

Department Controlled	YTD Act	YTD Bud	YTD Var	FY Budget		FY F'cast
	\$'000	\$'000	\$'000	\$'000	% Achieved	\$'000
Fleet	3,854	4,602	748	12,043	32%	12,043
WPR - Equipment	53	85	32	220	24%	220
Total Department Controlled	3,907	4,687	780	12,263	32%	12,263



Major Projects

Project No.	Project Name	YTD Actual \$'000	YTD Budget \$'000	Explanations/Mitigations
	Various	3,854	4,602	No issues



Major Projects

Project No.	Project Name	YTD Actual \$'000	YTD Budget \$'000	Explanations/Mitigations
	Various	53	85	Equipment replaced when required. Re-phasing of GL budget to occur to align to anticipated replacement program.

Ipswich Waste

Performance Report

November 2017

Revenue

	YTD Act \$'000	YTD Bud \$'000	YTD Var \$'000	FY Budget		FY F'cast \$'000
				\$'000	% Achieved	
Department Controlled						
Garbage Charges Revenue	13,548	13,518	30	27,305	50%	27,305
Net Rates and Utilities	13,548	13,518	30	27,305	50%	27,305
Waste Disposal Fees	2,702	2,678	24	6,428	42%	6,428
Operational Grants	2	0	2	0	n/a	2
Other Revenue	49	49	0	84	58%	84
Internal Revenue	755	645	110	1,549	49%	1,549
	17,056	16,890	166	35,366	48%	35,368
Corporate Controlled						
Interest	161	103	58	235	69%	235
	161	103	58	235	69%	235
TOTAL	17,217	16,993	224	35,601	48%	35,603

Satisfactory results overall.

IWS Performance Report
November 2017

Department Controlled Expenses

Employee Expenses

	YTD Act	YTD Bud	YTD Var	FY Budget		FY F'cast
	\$'000	\$'000	\$'000	\$'000	% Achieved	\$'000
Wages (opex and capex)	1,664	1,799	135	4,252	39%	4,252
Overtime	183	169	(14)	399	46%	399
Allowances	7	8	1	19	37%	19
Other employee costs	446	492	46	1,161	38%	1,161
Total Labour Opex + Capex	2,300	2,468	168	5,831	39%	5,831
<i>Less recovery/charge out</i>	17	0	(17)	0	n/a	17
Opex Labour before Contractors	2,317	2,468	151	5,831	40%	5,848
<i>Plus Contract Opex Labour</i>	459	128	(331)	409	112%	459
Opex Labour incl Contractors	2,776	2,596	(180)	6,240	44%	6,307

Employee expenses are over periodic target predominantly due to contingent workers required in order to meet service standards and achieve HR standards.

Materials and Services (excl. Labour Contracts)

	YTD Act	YTD Bud	YTD Var	FY Budget		FY F'cast
	\$'000	\$'000	\$'000	\$'000	% Achieved	\$'000
Advertising	6	40	34	232	3%	232
Maintenance	15	82	67	198	8%	198
Materials	46	94	48	227	20%	227
Service Contracts	1,214	1,511	297	3,626	33%	3,626
Other Materials and Services	153	79	(74)	205	75%	205
	1,434	1,806	372	4,488	32%	4,488
Other Expense Sources						
Other Expenses	16	0	(16)	0	n/a	16
Internal Expenses	3,365	3,301	(64)	7,892	43%	7,892
	4,815	5,107	292	12,380	39%	12,396
TOTAL DEPARTMENT CONTROLLED	7,591	7,703	112	18,620	41%	18,703

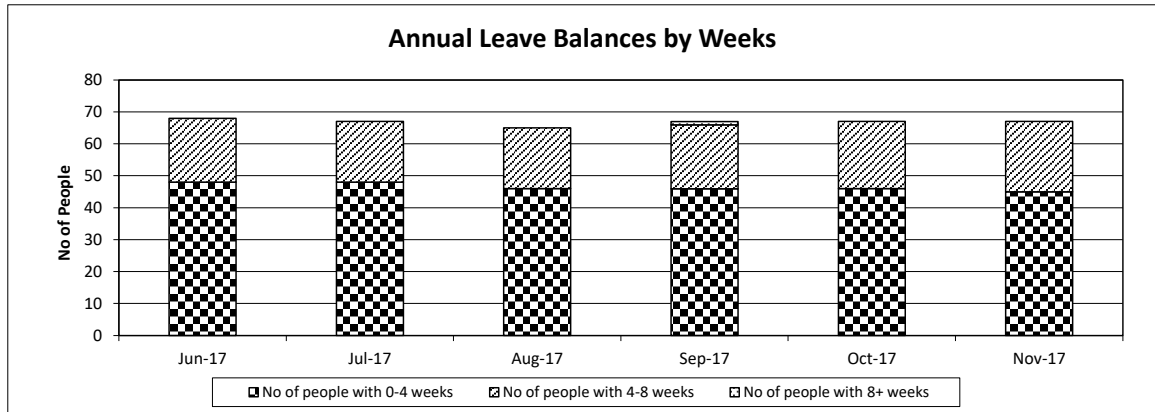
Corporate Controlled Expenses

Depreciation	300	300	0	720	42%	720
Finance Costs	0	0	0	0	n/a	0
Loss on disposal assets	0	0	0	0	n/a	0
Tax Equivalent Expense	2,691	2,332	(359)	4,987	54%	4,987
TOTAL CORPORATE CONTROLLED	2,991	2,632	(359)	5,707	52%	5,707

Materials and services satisfactory result. Internal expenses over due to domestic services \$63k and commercial services \$7k SLA charges.

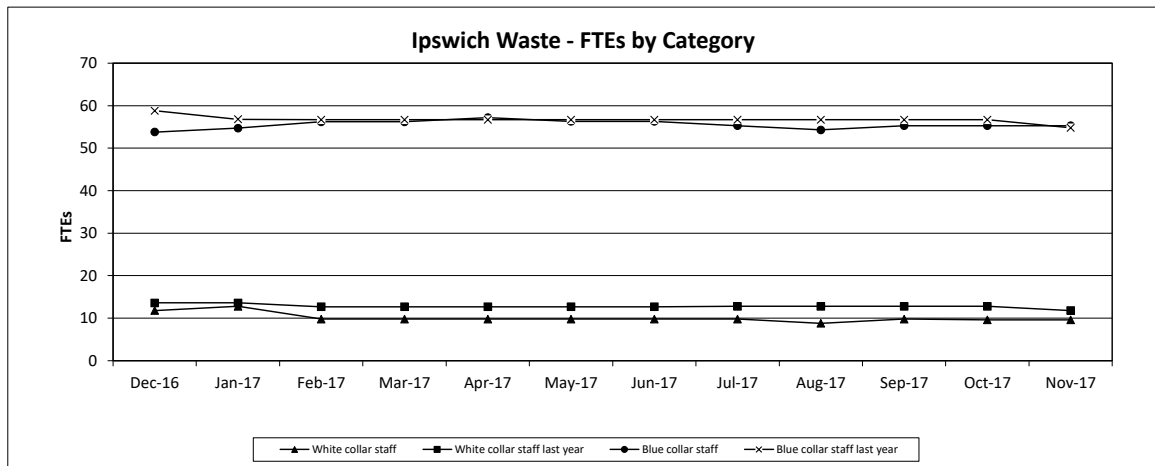
Ipswich Waste Annual Leave

Annual Leave Balances as at pay period ended 27 November 2017:



	Jun-17		Jul-17		Aug-17		Sep-17		Oct-17		Nov-17	
No of people with 0-4 weeks	48	70.6%	48	71.6%	46	70.8%	46	68.6%	46	68.7%	45	67.2%
No of people with 4-8 weeks	20	29.4%	19	28.4%	19	29.2%	20	29.9%	21	31.3%	22	32.8%
No of people with 8+ weeks	0	0.0%	0	0.0%	0	0.0%	1	1.5%	0	0.0%	0	0.0%

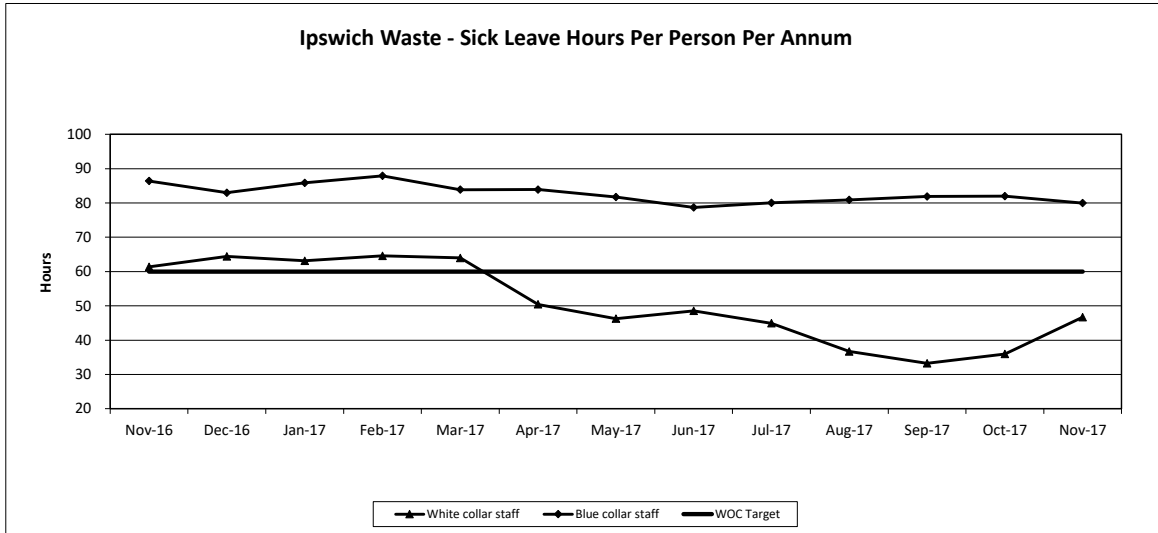
Full Time Equivalents:



	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
White collar staff	11.8	12.8	9.8	9.8	9.8	9.8	9.8	9.8	9.8	8.8	9.8	9.6
Blue collar staff	53.8	54.7	56.2	56.2	57.2	56.3	56.3	55.3	54.3	55.3	55.3	55.3
Total	65.6	67.5	66.0	66.0	67.0	66.1	66.1	65.1	63.1	65.1	64.9	64.9
<i>Movement prior month (white collar)</i>	0.0	1.0	(3.0)	0.0	0.0	0.0	0.0	0.0	(1.0)	1.0	(0.2)	0.0
<i>Movement prior month (blue collar)</i>	(1.0)	0.9	1.5	0.0	1.0	(0.9)	0.0	(1.0)	(1.0)	1.0	0.0	0.0
<i>White collar staff last year</i>	13.6	13.6	12.7	12.7	12.7	12.7	12.7	12.8	12.8	12.8	12.8	11.8
<i>Blue collar staff last year</i>	58.8	56.8	56.7	56.7	56.7	56.7	56.7	56.7	56.7	56.7	56.7	54.8
<i>Total FTEs last year</i>	72.4	70.4	69.4	69.4	69.4	69.4	69.4	69.5	69.5	69.5	69.5	66.6

Ipswich Waste Services

Sick Leave:



	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
White collar staff	61.38	64.41	63.13	64.57	63.96	50.44	46.29	48.56	44.92	36.70	33.27	35.99	46.68
Blue collar staff	86.40	82.97	85.87	87.93	83.88	83.89	81.71	78.70	80.01	80.91	81.87	81.96	79.98
WOC Target	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00

* Rolling 12 month average

Lost Time Injury Frequency Rates:

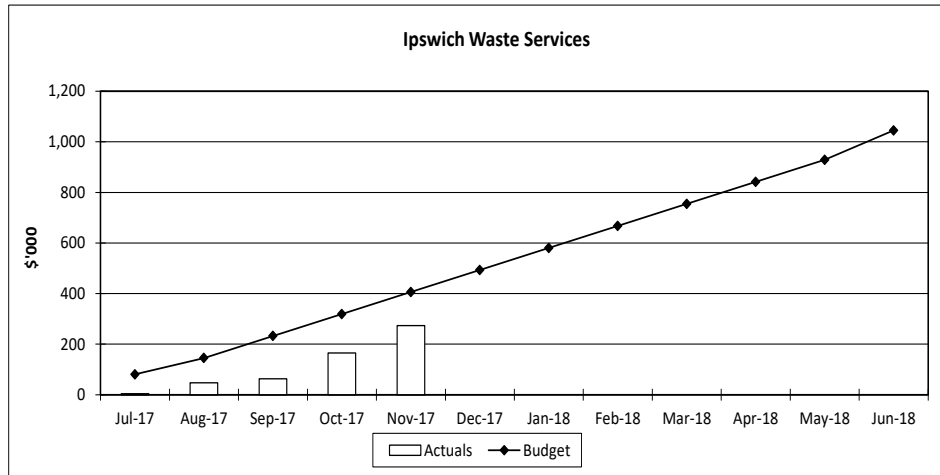
	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
LTI's	0	0	0	0	0	0	0	0	0	0	0	0	0
LTIFR	0	0	0	0	0	0	0	0	0	0	0	0	0
LTIFR Rolling 12 months	8	8	0	0	0	0	0	0	0	0	0	0	0
Cumulative Days lost 12 months	1	1	0	0	0	0	0	0	0	0	0	0	0
LTISR Rolling 12 months	8	8	0	0	0	0	0	0	0	0	0	0	0

Waste Capital Expenditure by Project or Program Areas:

Ipswich Waste

Results as at 30 November 2017:

	YTD Act	YTD Bud	YTD Var	FY Budget		FY F'cast
	\$'000	\$'000	\$'000	\$'000	% Achieved	\$'000
Department Controlled	274	406	132	1,045	26%	1,045



Major Projects

Project No.	Project Name	YTD Actual \$'000	YTD Budget \$'000	Explanations/Mitigations
	Various Projects	274	406	Bins replaced as required and according to city growth.

Health, Security and Regulatory Services Department Performance Report

November 2017

Revenue

	YTD Act \$'000	YTD Bud \$'000	YTD Var \$'000	FY Budget \$'000	% Achieved	FY F'cast \$'000
Department Controlled						
Utilities and Other Charges	25	38	(13)	92	27%	92
Net Rates and Utilities	25	38	(13)	92	27%	92
Town Planning Develop Fees	0	0	0	0	n/a	0
Hlth Animal Cemetery Fees	701	580	121	1,805	39%	1,805
Traffic and Reg Park Fees	410	543	(133)	1,290	32%	1,290
Other Fees	160	228	(68)	551	29%	551
Operational Grants	150	0	150	183	82%	183
Capital Grants	0	0	0	0	n/a	0
Other Revenue	6	11	(5)	26	23%	26
	1,452	1,400	52	3,947	37%	3,947
Corporate Controlled						
Gain on Disposal/Revaluation	0	0	0	0	n/a	0
	0	0	0	0	n/a	0
TOTAL	1,452	1,400	52	3,947	37%	3,947

Satisfactory results overall. Traffic and Reg Park Fees under budget as a result of parking officers currently undertaking testing requirements for the new ANPR vehicle, resulting in a reduction in PIN volumes. Operational grants relate to Littering, Dumping and Waste reduction campaign \$25k and immunisation grant \$125k which was received earlier than planned.

Department Controlled Expenses

Employee Expenses

	YTD Act	YTD Bud	YTD Var	FY Budget		FY F'cast
	\$'000	\$'000	\$'000	\$'000	% Achieved	\$'000
Wages (opex and capex)	2,084	2,194	110	5,185	40%	5,185
Overtime	31	61	30	145	21%	145
Allowances	12	11	(1)	27	44%	27
Other employee costs	578	605	27	1,427	41%	1,427
Total Labour Opex + Capex	2,705	2,871	166	6,784	40%	6,784
<i>Less Capitalised Labour</i>	(1)	(72)	(71)	(128)	1%	(128)
Opex Labour before Contractors	2,704	2,799	95	6,656	41%	6,656
<i>Plus Contract Opex Labour</i>	288	36	(252)	87	331%	288
Opex Labour incl Contractors	2,992	2,835	(157)	6,743	44%	6,944

Employee expenses over budget due to additional positions held. Positions to be considered in upcoming budget amendment. These positions include an Internal Communications Officer (line of Sight) and Environmental Health Officers (Eat Safe project).

Materials and Services (excl. Labour Contracts)

	YTD Act	YTD Bud	YTD Var	FY Budget		FY F'cast
	\$'000	\$'000	\$'000	\$'000	% Achieved	\$'000
Maintenance	60	64	4	155	39%	155
Other Services	114	112	(2)	295	39%	295
Service Contracts	1,593	1,822	229	4,497	35%	4,497
Other Materials and Services	233	188	(45)	437	53%	437
	2,000	2,186	186	5,384	37%	5,384
Other Expense Sources						
Other Expenses	55	57	2	76	72%	76
Internal Expenses	154	141	(13)	339	45%	339
	2,209	2,384	175	5,799	38%	5,799
TOTAL DEPARTMENT CONTROLLED	5,201	5,219	18	12,542	41%	12,743

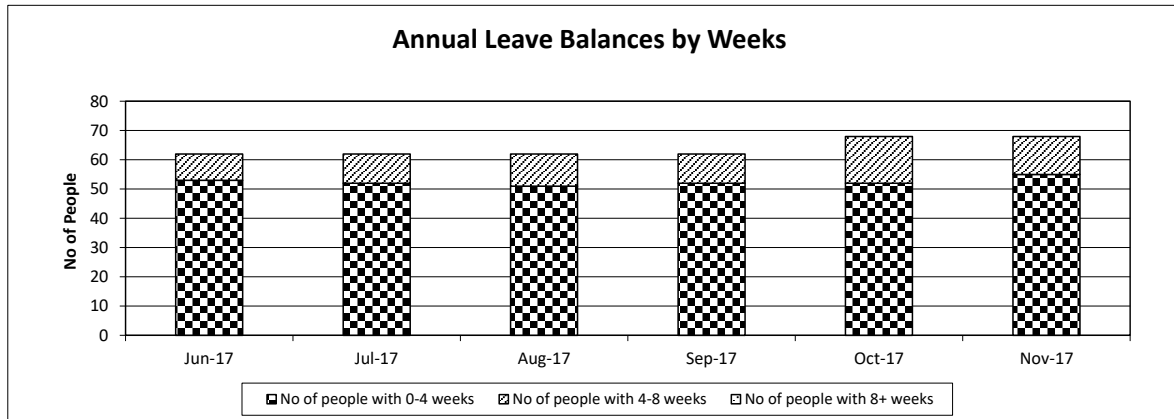
Corporate Controlled Expenses

Depreciation	387	292	(95)	700	55%	700
Finance Costs	0	0	0	0	n/a	0
Loss on disposal assets	0	0	0	0	n/a	0
TOTAL CORPORATE CONTROLLED	387	292	(95)	700	55%	700

Satisfactory results overall. Service contracts under budget relates primarily to Safe City Branch. Other materials and services over budget primarily relates to legal costs for various matters.

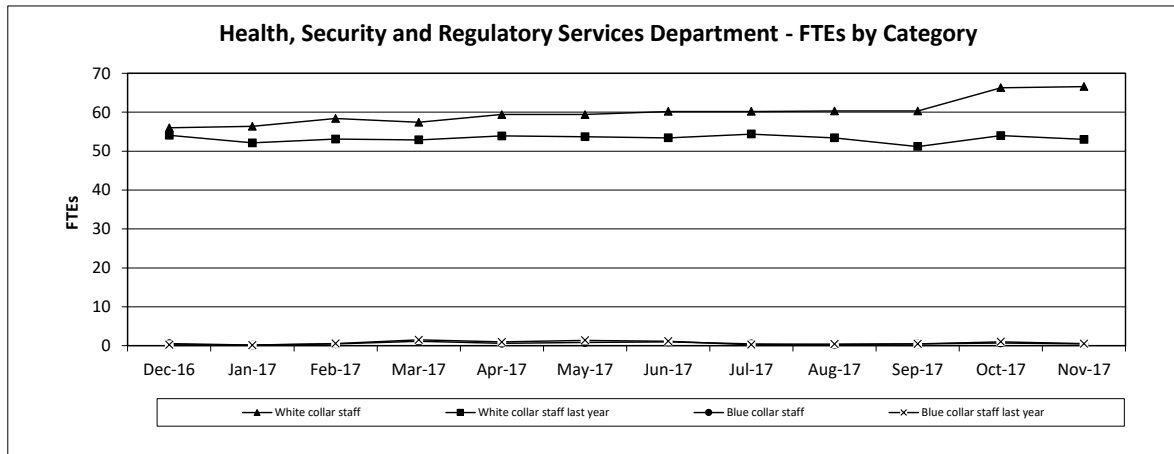
Health, Security and Regulatory Services Department

Annual Leave Balances as at pay period ended 27 November 2017:



	Jun-17		Jul-17		Aug-17		Sep-17		Oct-17		Nov-17	
No of people with 0-4 weeks	53	85.5%	52	83.9%	51	82.3%	52	83.9%	52	76.5%	55	80.9%
No of people with 4-8 weeks	9	14.5%	10	16.1%	11	17.7%	10	16.1%	16	23.5%	13	19.1%
No of people with 8+ weeks	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%

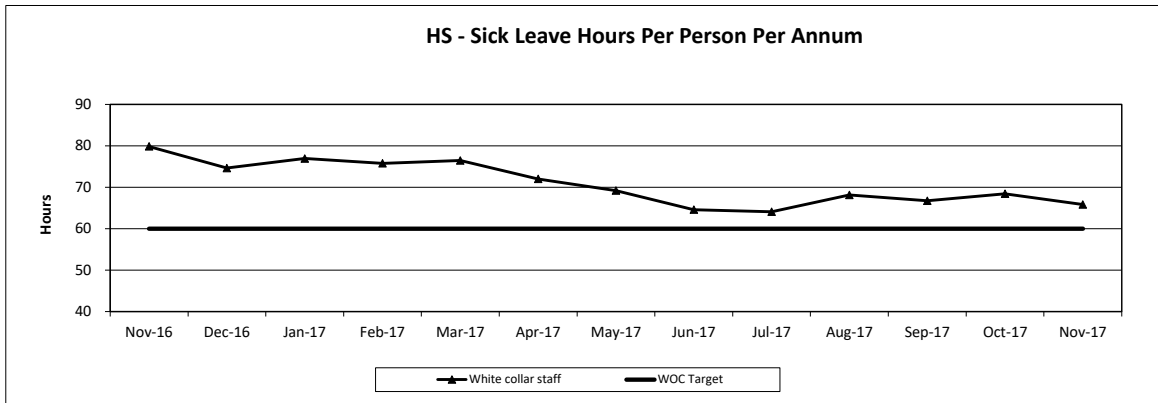
Full Time Equivalents:



	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
White collar staff	56.0	56.4	58.4	57.4	59.4	59.4	60.2	60.2	60.3	60.3	66.3	66.6
Blue collar staff	0.5	0.2	0.5	1.2	0.6	0.8	1.0	0.5	0.3	0.5	0.7	0.5
Total	56.5	56.6	58.9	58.6	60.0	60.2	61.2	60.7	60.6	60.8	67.0	67.1
Movement prior month (white collar)	3.0	0.4	2.0	(1.0)	2.0	0.0	0.8	0.0	0.1	0.0	6.0	0.3
Movement prior month (blue collar)	0.0	(0.4)	0.4	0.7	(0.5)	0.2	0.2	(0.5)	(0.2)	0.2	0.2	(0.2)
White collar staff last year	54.1	52.1	53.1	52.9	53.9	53.7	53.4	54.4	53.4	51.2	54.0	53.0
Blue collar staff last year	0.3	0.2	0.6	1.5	1.0	1.4	1.2	0.3	0.4	0.5	1.0	0.5
Total FTEs last year	54.4	52.3	53.7	54.4	54.9	55.1	54.6	54.7	53.8	51.7	55.0	53.5

Health, Security and Regulatory Services Department

Sick Leave:



	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
White collar staff Hours	79.82	74.60	76.91	75.72	76.44	71.98	69.16	64.55	64.05	68.11	66.68	68.39	65.81
WOC Target	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00

* Rolling 12 month average

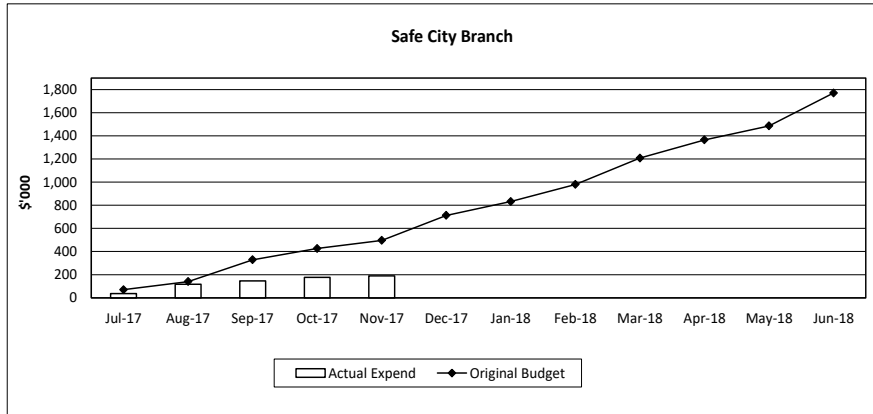
Lost Time Injury Frequency Rates:

	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
LTI's	0	0	0	0	0	1	0	0	0	0	0	0	0
LTIFR	0	0	0	0	0	0	0	0	0	0	0	0	0
LTIFR Rolling 12 months	0	0	0	0	0	11	11	11	11	11	10	10	10
Cumulative Days lost 12 months	0	0	0	0	0	6	9	9	9	9	9	9	9
LTISR Rolling 12 months	0	0	0	0	0	65	97	96	95	95	92	90	89

Health, Security and Regulatory Services Department

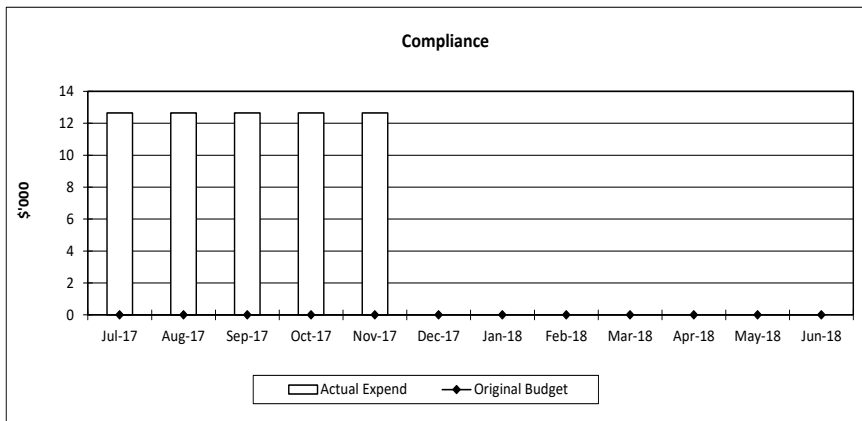
Results as at 30 November 2017:

	YTD Act \$'000	YTD Bud \$'000	YTD Var \$'000	FY Budget \$'000	% Achieved	FY F'cast \$'000
Department Controlled	206	496	291	2,070	10%	2,070



Major Projects

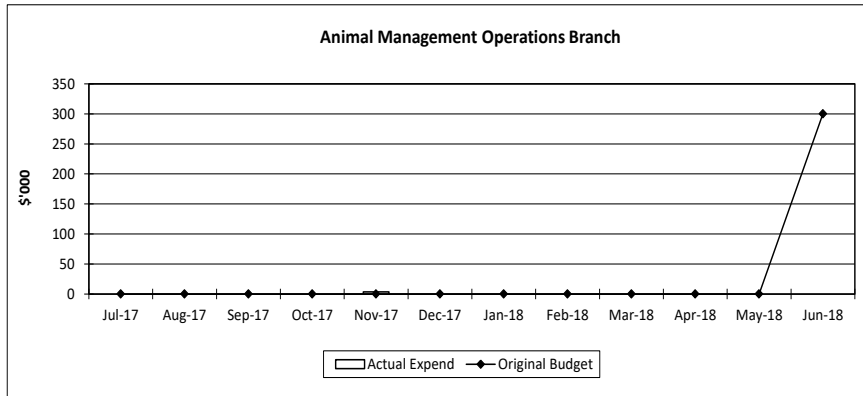
Project No.	Project Name	YTD Actual \$'000	YTD Budget \$'000	Explanations/Mitigations
	Various Projects	190	496	No budget implications.



Major Projects

Project No.	Project Name	YTD Actual \$'000	YTD Budget \$'000	Explanations/Mitigations
	Various Projects	13	0	Relates to Meteorological Weather Stations purchased for odour related compliance matters.

HS Capital Expenditure by Program con't



Major Projects

Project No.	Project Name	YTD Actual \$'000	YTD Budget \$'000	Explanations/Mitigations
	Various Projects	4	-	No budget implications.

Planning and Development Department

Performance Report

November 2017

Revenue:

	YTD Act \$'000	YTD Bud \$'000	YTD Var \$'000	FY Budget \$'000	% Achieved	FY F'cast \$'000
Department Controlled						
Town Planning Develop Fees	7,013	6,174	839	14,428	49%	14,428
Other Fees	22	20	2	40	55%	40
Govt Grant Subsidy	17	0	17	0	n/a	17
Other Revenue	4	2	2	3	n/a	4
Community Service Revenue	196	196	0	470	42%	470
	7,252	6,392	860	14,941	49%	14,959
Corporate Controlled						
Cash Contributions	5	5	0	5	100%	5
Interest	0	0	0	0	n/a	0
	5	5	0	5	100%	5
TOTAL	7,257	6,397	860	14,946	49%	14,964

Satisfactory results overall. July and August saw the combined fees and charges revenue peak over the expected budget by \$859k. Results will be monitored going forward.

Department Controlled Expenses

Employee Expenses

	YTD Act	YTD Bud	YTD Var	FY Budget		FY F'cast
	\$'000	\$'000	\$'000	\$'000	% Achieved	\$'000
Wages (opex and capex)	3,469	3,604	135	8,519	41%	8,519
Overtime	8	13	5	30	27%	30
Allowances	4	1	(3)	4	100%	4
Other employee costs	1,034	1,058	24	2,499	41%	2,499
Total Labour Opex + Capex	4,515	4,676	161	11,052	41%	11,052
<i>Less recovery/charge out</i>	1	0	(1)	0	n/a	1
Opex Labour before Contractors	4,516	4,676	160	11,052	41%	11,053
<i>Plus Contract Opex Labour</i>	0	0	0	0	n/a	0
Opex Labour incl Contractors	4,516	4,676	160	11,052	41%	11,053

Satisfactory results overall.

Materials and Services (excl. Labour Contracts)

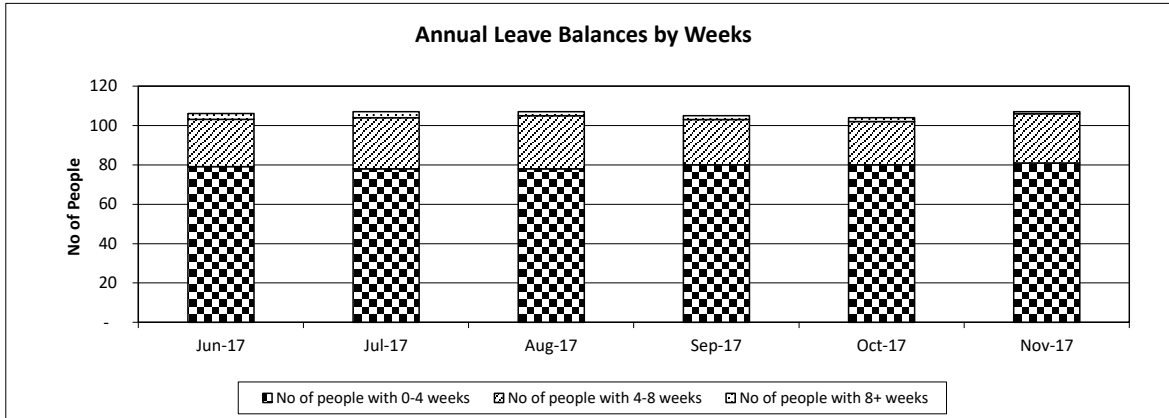
	YTD Act	YTD Bud	YTD Var	FY Budget		FY F'cast
	\$'000	\$'000	\$'000	\$'000	% Achieved	\$'000
Legal Expenses	326	125	(201)	300	109%	326
Consultants	32	66	34	156	21%	156
Other Materials and Services	80	113	33	262	31%	262
	438	304	(134)	718	61%	744
Other Expense Sources						
Other Expenses	2	7	5	12	17%	12
Internal Expenses	124	123	(1)	283	44%	283
	564	434	(130)	1,013	56%	1,039
TOTAL DEPARTMENT CONTROLLED	5,080	5,110	30	12,065	42%	12,092

Corporate Controlled

Depreciation	0	0	0	1	0%	1
Finance Costs	0	0	0	0	n/a	0
TOTAL CORPORATE CONTROLLED	0	0	0	1	0%	1

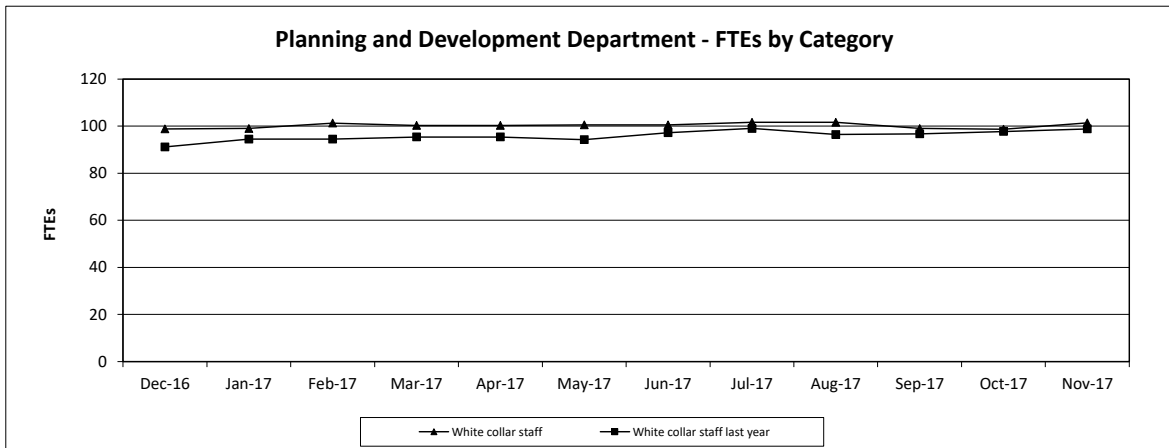
Legal expenses over budget due to a number of legal appeals and will be closely monitored.

Annual Leave Balances as at pay period ended 27 November 2017:



	Jun-17		Jul-17		Aug-17		Sep-17		Oct-17		Nov-17	
No of people with 0-4 weeks	79	74.6%	78	72.9%	78	72.9%	80	76.2%	80	76.9%	81	75.7%
No of people with 4-8 weeks	24	22.6%	26	24.3%	27	25.2%	23	21.9%	22	21.2%	25	23.4%
No of people with 8+ weeks	3	2.8%	3	2.8%	2	1.9%	2	1.9%	2	1.9%	1	0.9%

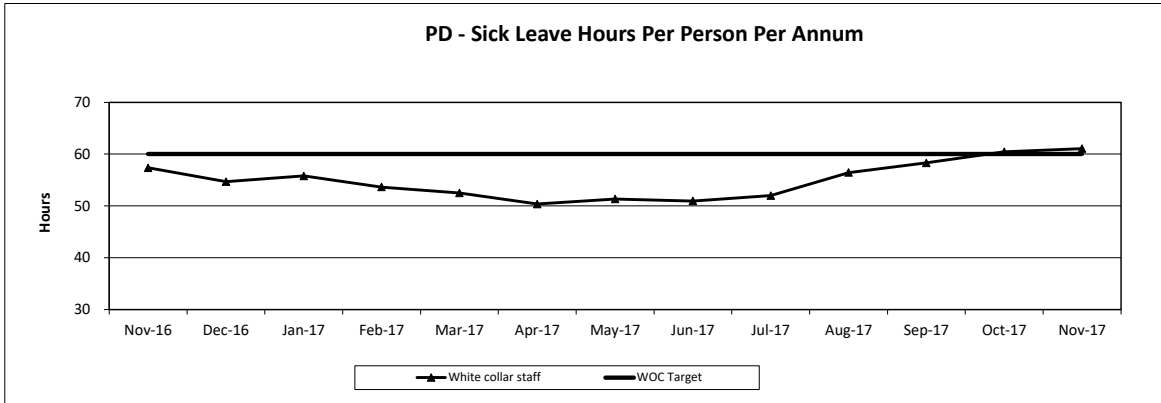
Full Time Equivalents:



	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
White collar staff	98.8	99.0	101.3	100.3	100.3	100.5	100.5	101.6	101.6	99.0	98.7	101.4
Total	98.8	99.0	101.3	100.3	100.3	100.5	100.5	101.6	101.6	99.0	98.7	101.4
Movement prior month (white collar)	0.0	0.2	2.3	(1.0)	0.0	0.2	0.0	1.1	0.0	(2.6)	(0.3)	2.7
White collar staff last year	91.1	94.5	94.5	95.4	95.4	94.2	97.2	99.0	96.4	96.7	97.7	98.8
Total FTEs last year	91.1	94.5	94.5	95.4	95.4	94.2	97.2	99.0	96.4	96.7	97.7	98.8

Planning and Development Department

Sick Leave:



	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
White collar staff Hours	57.34	54.66	55.77	53.63	52.49	50.34	51.31	50.95	51.98	56.43	58.29	60.45	61.05
WOC Target	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00

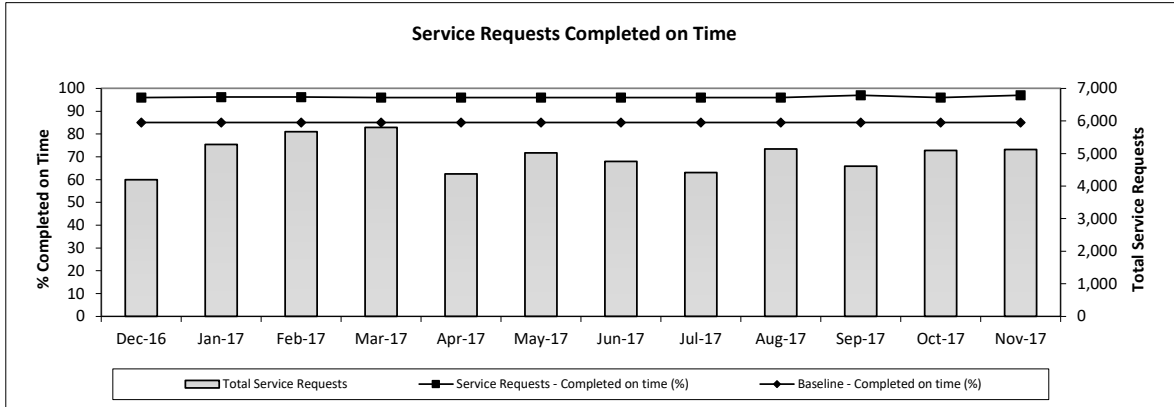
* Rolling 12 month average

Lost Time Injury Frequency Rates:

	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
LTI's	1	0	0	0	0	0	0	0	1	0	0	0	0
LTIFR	68.4	0	0	-	0	0	0	0	0	0	0	0	0
LTIFR Rolling 12 months	6.43	6.38	6.32	6	6	6	6	6	12	12	12	12	6
Cumulative Days lost 12 months	3	3	3	3	3	3	3	3	6	30	51	65	84
LTISR Rolling 12 months	19.28	19.14	18.95	19	19	19	19	18	37	183	313	399	514

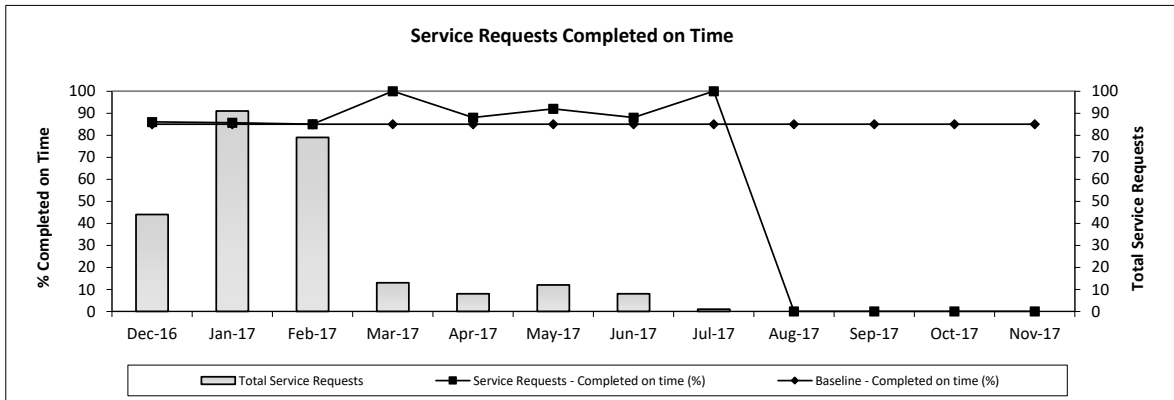
Customer Engagement System

All Council:



All Council	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	
Service Requests - Completed on time (%)	96	96	96	96	96	96	96	96	96	96	97	96	97
Baseline - Completed on time (%)	85	85	85	85	85	85	85	85	85	85	85	85	85
Total Service Requests	4,196	5,279	5,671	5,802	4,374	5,020	4,758	4,416	5,140	4,612	5,095	5,124	

Arts, Social Development and Community Development Department:

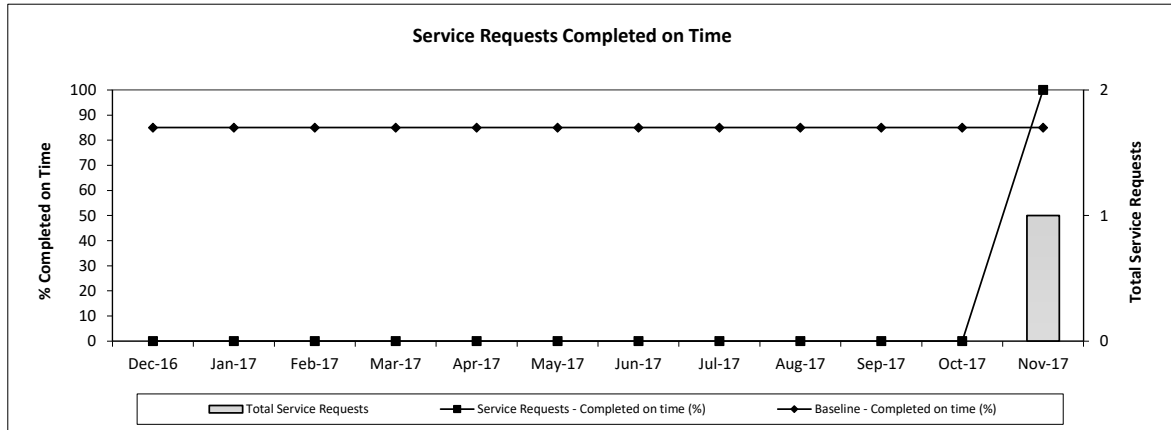


AS	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
Service Requests - Completed on time (%)	86	86	85	100	88	92	88	100	0	0	0	0
Baseline - Completed on time (%)	85	85	85	85	85	85	85	85	85	85	85	85
Total Service Requests	44	91	79	13	8	12	8	1	0	0	0	0

November

No service requests received in November.

Economic Development and Marketing Department:

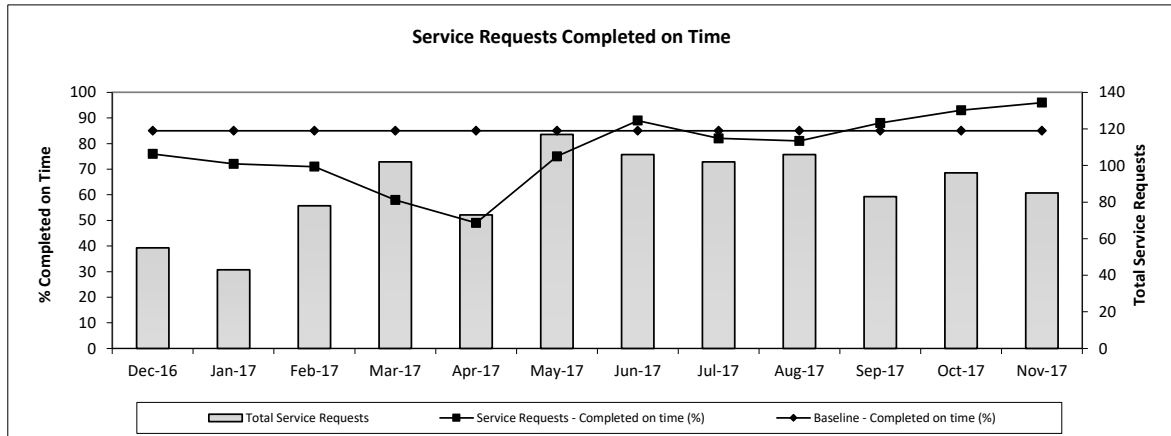


EDM	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
Service Requests - Completed on time (%)	0	0	0	0	0	0	0	0	0	0	0	100
Baseline - Completed on time (%)	85	85	85	85	85	85	85	85	85	85	85	85
Total Service Requests	0	0	0	0	0	0	0	0	0	0	0	1

November

The results exceed the baseline for the month.

Infrastructure Services Department:

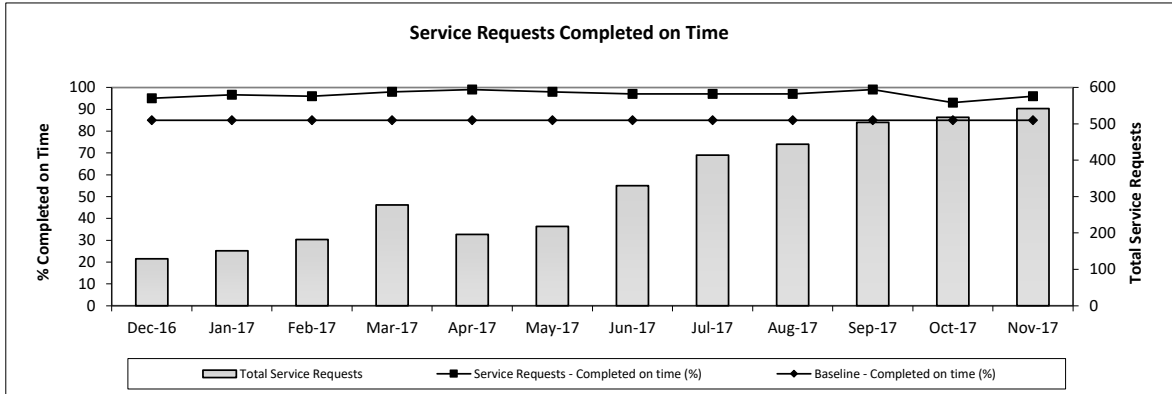


IS	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
Service Requests - Completed on time (%)	76	72	71	58	49	75	89	82	81	88	93	96
Baseline - Completed on time (%)	85	85	85	85	85	85	85	85	85	85	85	85
Total Service Requests	55	43	78	102	73	117	106	102	106	83	96	85

November

The results exceed the baseline for the month.

Finance and Corporate Services Department:

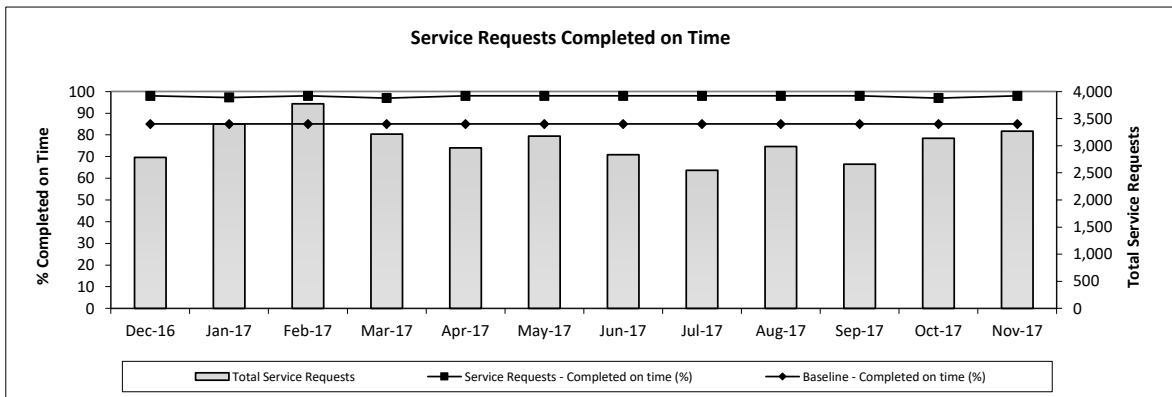


FC	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
Service Requests - Completed on time (%)	95	97	96	98	99	98	97	97	97	99	93	96
Baseline - Completed on time (%)	85	85	85	85	85	85	85	85	85	85	85	85
Total Service Requests	129	151	182	277	196	218	330	414	444	504	518	542

November

The results exceed the baseline for the month.

Works Parks and Recreation Department:

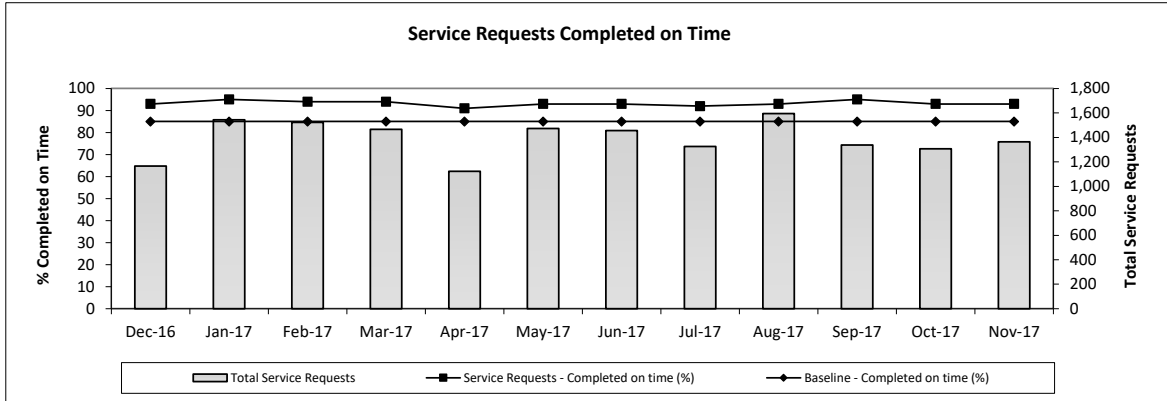


WP	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
Service Requests - Completed on time (%)	98	97	98	97	98	98	98	98	98	98	97	98
Baseline - Completed on time (%)	85	85	85	85	85	85	85	85	85	85	85	85
Total Service Requests	2,785	3,402	3,774	3,215	2,961	3,178	2,835	2,547	2,986	2,660	3,138	3,269

November

The results exceed the baseline for the month.

Health, Security and Regulatory Services Department:

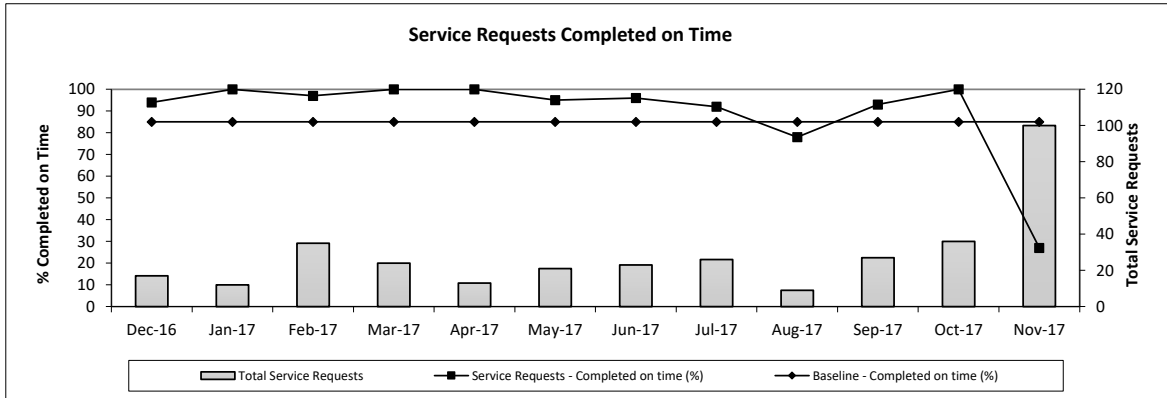


HS	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
Service Requests - Completed on time (%)	93	95	94	94	91	93	93	92	93	95	93	93
Baseline - Completed on time (%)	85	85	85	85	85	85	85	85	85	85	85	85
Total Service Requests	1,166	1,544	1,523	1,466	1,123	1,473	1,456	1,326	1,595	1,338	1,307	1,364

November

The results exceed the baseline for the month.

Planning and Development:



PD	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
Service Requests - Completed on time (%)	94	100	97	100	85	95	96	92	78	93	100	27
Baseline - Completed on time (%)	85	85	85	85	85	85	85	85	85	85	85	85
Total Service Requests	17	12	35	24	13	21	23	26	9	27	36	100

November

The results exceed the baseline for the month.

Council Environmental Performance:

Waste Generated by Council Departments (Tonnes):

		Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	
AS	Event Recycling	-	-	-	-	-	-	-	-	-	-	-	-	-	
	Depot Commercial and Industrial	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.39	0.39	1.17	0.20	0.20	
	Office Recycling	0.01	0.01	0.01	0.13	0.27	0.01	0.01	0.28	0.19	0.24	0.11	0.01	0.21	
	Office Commercial and Industrial	-	-	-	-	-	-	-	-	-	-	-	-	-	
IS	Office Recycling	-	-	-	-	0.04	-	-	0.08	-	-	-	-	-	
	Depot Recycling	-	-	-	-	-	-	-	-	-	-	-	-	-	
	Depot Construction and Demolition	0.01	0.01	0.01	0.01	-	-	-	-	-	-	-	-	-	
FC	Office Recycling	0.19	3.98	0.32	0.35	0.35	0.15	0.33	0.79	0.30	0.31	0.47	0.57	0.12	
	Office Waste	-	-	-	-	-	-	-	-	-	-	-	-	-	
	Office Commercial and Industrial	0.35	3.16	0.30	0.24	0.26	0.24	0.29	0.26	0.26	0.27	0.04	0.29	0.23	
WPR	Event Recycling	-	-	-	-	-	-	-	-	-	-	-	-	-	
	Depot Construction and Demolition	35.52	45.60	39.78	37.60	46.26	31.62	42.32	66.38	51.36	75.91	63.84	39.67	54.81	
	Depot Commercial and Industrial	19.84	16.49	18.64	16.15	20.01	16.62	17.71	17.85	18.37	20.70	51.19	20.86	17.75	
	Depot Recycling	5.35	4.07	4.55	5.61	7.27	3.31	8.76	3.30	13.34	9.02	10.94	4.99	4.26	
	Office Commercial and Industrial	9.44	8.78	9.48	8.59	10.44	8.20	10.64	10.27	9.70	11.25	3.90	9.88	9.85	
	Office Recycling	4.49	4.07	4.24	3.73	4.47	3.85	4.70	4.81	4.48	4.64	4.41	4.22	4.57	
	Timber	7.21	37.35	35.38	29.12	14.59	26.92	32.64	30.64	36.04	22.30	38.58	24.94	16.46	
	Metal collected from Depots	14.04	8.60	26.54	31.62	2.64	6.31	2.34	6.02	3.71	1.72	2.68	3.50	3.39	
	Community Service Obligation	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Depot Commercial and Industrial	0.20	0.05	0.10	-	0.16	-	0.06	-	0.50	-	-	-	0.15	0.08
	PD	Office Recycling	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Waste		96.84	132.37	139.55	133.35	106.96	97.43	120.00	140.88	138.64	146.75	177.33	109.28	111.93	

* Education Program Recycling relates to bins supplied to schools/community groups with no charge as part of the education program

** Operational Recycling is all recycling that is produced outside the office

*** Operational Waste is all waste that is produced outside of the office, such as green waste and timber

**** Public Place Recycling is recycling in a public place, such as a public pool

*# Park Recycling is recycling from parks

Community Environmental Performance:

	Dec-14	Mar-15	Jun-15	Sep-15	Dec-15	Mar-16	Jun-16	Sep-16	Dec-16	Mar-17	Jun-17	Sep-17
	%	%	%	%	%	%	%	%	%	%	%	%
Total recycling rate	31.38	31.37	33.72	26.89	31.84	33.32	34.34	29.69	35.92	38.06	32.50	31.71
% Waste diverted from landfill*	48.34	47.62	56.12	32.89	49.46	45.43	49.88	41.16	51.68	56.52	45.99	42.77

*At Riverview Transfer Station

City Management, Finance and Community Engagement Committee	
Mtg Date: 23.01.2018	OAR: YES
Authorisation: Andrew Roach	

PJM: PJM
A4566352

21 December 2017

MEMORANDUM

TO: CHIEF FINANCIAL OFFICER

FROM: TREASURY ACCOUNTING MANAGER

RE: 2018-2019 FINANCIAL SUSTAINABILITY MODELLING AND
LONG TERM FINANCIAL FORECAST

INTRODUCTION:

This is a report by the Treasury Accounting Manager dated 21 December 2017 concerning the 2018-2019 Financial Sustainability Modelling and Long Term Financial Forecast (LTFF).

BACKGROUND:

The LTFF is a 10 year projection of the revenues, expenses, capital expenditure, assets, liabilities and cash flows for Ipswich City Council (Council). Council is required to prepare a LTFF under s171 of the *Local Government Regulation 2012 (LGR)*. It is developed to guide the delivery of services, facilities and infrastructure for the City of Ipswich through that 10 year period in a financially sustainable manner.

Consistent with previous years the LTFF is rolled forward at the commencement of the budget process, it is updated progressively throughout the year and as part of the budget development for adoption as part of the annual budget as required by the LGR. Attachment A is a preliminary 2018-2019 LTFF based on existing modelling principles and assumptions.

In previous years the Long Term Financial Forecast (LTFF) has used the name *Financial Forecast Model*. The use of *Long Term Financial Forecast* and *LTFF* aligns Council's processes with the terminology used by *LGR 2012*, the Queensland Government and Queensland Treasury Corporation (QTC).

MODELLING PRINCIPLES:

The key principles that guide the LTFF have been carried over from the 2017-2018 Budget and have generally been applied in the development of the LTFF since 2013-2014.

- Σ Reduce dependency on new debt for funding of capital projects;
- Σ Increase operating surplus' to provide funding for operating costs, rehabilitation and new capital expenditure;
 - Limit growth in employee numbers (Full Time Equivalents – FTE);
 - Constrain growth in materials and services expenses;
- Σ Set high level capital expenditure targets at the whole of Council level;
 - based on both observable and anticipated city wide growth;
- Σ Maintain sufficient working capital (cash cover) to provide flexibility in the delivery of both operating and capital programs; and
- Σ Return funding for asset rehabilitation back to required levels following the major flood events of 2011 and 2013.

MODELLING ASSUMPTIONS:

As with the modelling principles, assumptions such price increases for rates and charges, employee numbers, service delivery levels and capital expenditure are all aspects of Council's business in which it can exercise a reasonably high level control. Expansion or constraint in these areas has generally remained in line with the assumptions of the 2017-2018 Budget.

The modelling principles are used by the Finance Branch in determining these modelling assumptions with overarching requirement to achieve financial sustainability in the long term.

However some modelling assumptions, such as Consumer Price Index (CPI) and interest rates, do have a small variance from year to year to reflect the actual and anticipated trends. These assumptions are important considerations as they generally relate to costs where Council is a "price taker" ie. prices are set by (or negotiated with) suppliers.

Attachment B contains a listing of the key modelling assumptions as they currently exist for the preliminary 2018-2019 LTFF.

DEVELOPMENT OF THE 2018-2019 LTFF:

While the modelling principles and assumptions have generally remained the same for the past five years they have been reviewed periodically. For example the whole of Council capital budget and forward projections has increased during this period as growth across Ipswich has increased over the same period.

These modelling practices have served the organisation and the City well during this period and have resulted in a strong financial position for Council. As a matter of good financial governance it is necessary to periodically conduct a critically review our modelling practices, principles and assumptions to ensure that they continue to provide the information required to enable effective and prudent financial decision making.

During the development of the 2018-2019 Budget, which includes the development of the 2018-2019 LTFF, the Finance Branch will be reviewing all assumptions used in the modelling. This will include consulting with Council’s Departments to review and update growth projections, infrastructure and capital expenditure requirements to support the projected growth, updating impacts on operational service delivery and the consequential impacts of these assumptions on funding; rates revenue, fees and charges, developer contributions and new loan borrowings.

These assumptions will be reported to Council during the development of the 2018-2019 Budget and LTFF and will inform the decision making that will support the financial sustainability of Council for the next 10 years.

CONFIDENTIAL BACKGROUND PAPERS:

Confidential Background Papers	Background Papers
Preliminary 2018-2019 Long Term Financial Forecast	Attachment A
Modelling Assumptions	Attachment B

RECOMMENDATION:

That the report be received and the contents noted.

Paul Mollenhauer
TREASURY ACCOUNTING MANAGER

I concur with the recommendation contained in this report.

Jeffrey Keech
FINANCE MANAGER

I concur with the recommendation contained in this report.

Andrew Roach
CHIEF FINANCIAL OFFICER

A4585377

15 November 2017

MEMORANDUM

TO: CHIEF FINANCIAL OFFICER

FROM: RATES/PROPERTY MANAGER

RE: REQUEST FOR RATES CONCESSION
11 SOUTH STREET IPSWICH QLD 4305
DIVISION 7

INTRODUCTION:

This is a report by the Rates/Property Manager dated 15 November 2017 concerning a request from The Lady Musgrave Trust, for a rates concession of the general rates on their property at 11 South Street Ipswich (Attachment A).

BACKGROUND:

Council Rates Concession Policy allows for a general rate concession of a 100% remission of the differential general rates on properties that meet the criteria outlined in the policy (Attachment B).

The Lady Musgrave Trust (Trust) is Queensland's oldest charity and a champion for homeless young women. Established in 1885, last year the Trust celebrated 132 years of service to more than 10,000 vulnerable women and their children. Their goal is to break the cycle of homelessness so that at risk and disadvantaged members of society can look forward to a brighter and safer future. In accordance with the Rate Concession Policy adopted by Council on 27 June 2017, this organisation meets the criteria to be considered for a rate concession.

The activities undertaken on the property are considered to contribute to 'The relief of those in need by reason of youth, age, ill-health, disability, financial hardship or other disadvantage', accordingly the property is considered eligible to be granted a rates concession.

Division 7 Councillor David Martin, had been consulted and supports the rates concession. The amount of rate concession or remission is \$936.00 ongoing per quarter.

ATTACHMENTS:

Name of Attachment	Attachment
Letter requesting rates concession	Attachment A
Rate Concession Policy	Attachment B

RECOMMENDATION:

That the request for rate concession of 100% remission of the differential general rates, for the property at 11 South Street Ipswich owned by The Lady Musgrave Trust, be granted and backdated to 1 October 2017.

Tina Huggins

RATES/PROPERTY MANAGER

I concur with the recommendation contained in this report.

Richard Bennett

STRATEGIC CLIENT OFFICE MANAGER

I concur with the recommendation contained in this report.

Andrew Roach

CHIEF FINANCIAL OFFICER

From: Karen Lyon Reid <karen.ladymusgravetrust@gmail.com>
Sent: Friday, 29 September 2017 8:06 AM
To: ICC Customer Requests
Subject: Request for rates reduction (for not-for-profit) - Attention: Tina Huggins
Attachments: DGR Registration as a Charitable Institution Notice - 11.11.14.pdf; Memorandum of Association - A.pdf; Certificate of Registration.pdf; 29Sept powerlpswichdoc.pdf

RE: The Lady Musgrave Trust ACN 010 612 272

Not-for-profit Organisations – Request for Rate Reduction

Dear Sir/Madam

The Lady Musgrave Trust (Trust) is Queensland's oldest charity and a champion for homeless young women. Established in 1885, last year the Trust celebrated 132 years of service to more than 10,000 vulnerable women and their children. Our goal is to break the cycle of homelessness so that at risk and disadvantaged members of society can look forward to a brighter and safer future.

In accordance with its objects, the Trust purchases properties to provides safe and secure accommodation and support services for young women aged between 18 and 30, and their children. The persons we assist are disadvantaged members of society who are in critical homeless situations (suffering from domestic violence, family breakdown, etc).

We provide accommodation and a wrap-around counselling service that is created for their personal circumstances (including assistance in finance, homecare and health management). The services are provided through our close partnerships with various organisations.

The Trust has recently purchased a small complex of 4 townhouse style accommodation units at 11 South Street, Ipswich CBD (Lot 2 RP51092).

The Trust requests that the Ipswich City Council grant us a rate exemption from the date of property settlement (July 31st 2017).

Please see the attached documents for your attention:

1. Copy of the company's Memorandum of Association (as amended in 2008); and

2. DGR Registration.

I confirm that the Trust is fully responsible for the payment of rates in respect of the above properties and that tenants do not contribute to the payment of rates.

I confirm that the Trust is:

- An Income Tax Exempt charity;
- Endorsed as a deductible Gift recipient by the Australian Taxation office; and
- A Public Benevolent Institution.

To assist the Ipswich City Council to confirm the Society's tax status I confirm the Trust's ABN is 83 010 612 272.

Thank you for your consideration of this request. We greatly appreciate the support of the Council in our work.

This request is also attached in a letter.

Should you have any queries please do not hesitate to contact me on 0447072340 or karen.ladymusgravetrust@gmail.com.



NOTE:

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RATES CONCESSION POLICY

Document No:
A4241069

1.1 Objectives: The objective of this policy is to describe the criteria that determine which properties council may consider eligible for a rates concession and how an application for concession is processed and administered over time.

1.2 Regulatory Authority:

Local Government Act 2009, Chapter 4 Rates and Charges, Part 10 Concessions
Local Government Regulation 2012, Chapter 4 Rates and Charges, Part 10 Concessions
Australian Charities and Not-for-profits Commission
Charities Act 2013 (Commonwealth)
Charitable Funds Act 1958 (Queensland)
Office of Fair Trading Queensland, Associations, Charities and Not for Profits

1.3 Policy Statement:

The Rates Concession Policy shall be applied in accordance with Council's Revenue Policy and Budget and Rating Resolutions with the result that eligible property owners undertaking specified activities at the property receive a concession on their rates.

1.4 Scope:

The core matters addressed by the policy include which type of entities or landowners are eligible to be considered for a concession and the types of activities being conducted at the property that could be determined as qualifying for a concession.

This policy does not consider the concessions applicable for pensioners as the Pensioner Remission of Rates Policy deals with such matters.

This policy does not consider whether land is eligible to be exempt from rating, such determinations are made by reference to the appropriate legislation.

Eligible Property Owners

Property owners that are eligible to be considered for a concession:

- ∑ Charities; or
- ∑ Incorporated Associations and Not for Profit Organisations; or
- ∑ Property Owners that are natural persons suffering hardship,

For a property owner to be granted a concession by Council, they must not only be an eligible property owner but Council must be satisfied that activities being conducted on the property or services being delivered from the property are consistent with activities described as eligible for a concession.

Eligible Activities at the property

Eligible activities or services delivered at the property considered eligible to be considered for a concession.

Eligible Property Owner	Eligible Activities or Services Delivered at the property
Charities	<ul style="list-style-type: none">Σ The relief of those in need by reason of youth, age, ill-health, disability, financial hardship or other disadvantage; orΣ The preservation, restoration or maintenance of structures or places of cultural, environmental, historic, heritage or scientific significance to the Ipswich City Council local government area; orΣ To promote or assist in the promotion of providing educational, training or information aimed at youth development or leisure opportunities; orΣ The assistance or encouragement for the arts or cultural development; orΣ The provision of early childhood care and are affiliated with the Crèche and Kindergarten Association or is a community based early childhood provider.
Incorporated Associations and Not for Profit Organisations	<ul style="list-style-type: none">Σ The relief of those in need by reason of youth, age, ill-health, disability, financial hardship or other disadvantage; orΣ The preservation, restoration or maintenance of structures or places of cultural, environmental, historic, heritage or scientific significance to the Ipswich City Council local government area; orΣ The assistance or encouragement for the arts or cultural development; orΣ The provision of early childhood care and are affiliated with the Crèche and Kindergarten Association or is a community based early childhood provider; orΣ The provision of facilities for the conduct of amateur sport or recreational activities subject to any revenue from licensed premises, entrance fees or membership fees being deemed incidental to the main activity of conducting the sporting or recreational activities.
Property Owners suffering hardship	<ul style="list-style-type: none">Σ Property is owner occupied: andΣ Hardship status is confirmed by a financial assessment of the property owner's circumstances.

Concession applicable if Council resolves to allow concession

Eligible Property Owner	Concession
Charities	∑ General Rates Concession of 100%
Incorporated Associations and Not for Profit Organisations	∑ General Rates Concession of 100%
Property Owners suffering hardship	∑ Deferral of liability to pay rates for 6 months. Rates will still accrue over this period to be paid after the deferral period of 6 months.

1.5 Roles and responsibilities:

Council Officers in the Rating and Billing Team respond to enquiries and process applications for Concessions in accordance with Policy and Procedure. For approved concessions they make the necessary adjustments to the rates levied.

Divisional Councillors are consulted at the time of application before a recommendation is made to Council if the property the subject of the application is within their Electoral Division.

Council, Recommendations for Concessions are presented to Council and do not take effect until Council has resolved to grant the concession.

Council, reviews concessions annually and makes a resolution each financial year of the concessions to be applied.

Chief Financial Officer has overall responsibility for delivery of the objectives and compliance with the legislation, Policy and Procedures.

1.6 Definitions:

Charity as defined by reference to the Australian Charities and Not-for-profits Commission, Charities Act 2013 (Commonwealth), Charitable Funds Act 1958 (Queensland) and the Office of Fair Trading Queensland published information concerning: Associations, Charities and Not for Profits organisations.

A Not for Profit or Incorporated Organisation is an organisations that incorporates in its objectives and constitution that it does not make a profit which is distributed to the directors or principals but is only distributed for the purpose of the continued operation of the organisation. Such an organisation is usually currently registered with the Australian Charities and Not for Profits Commission and the Office of Fair Trading Queensland.

Property owner suffering hardship is a natural person that can demonstrate that payment of rates within the prescribed time period will or has affected the well being of one or more individuals residing at the property in such a way as to constitute an unreasonable outcome based on present community standards.

1.7 Policy Author:

Strategic Client Office Manager is responsible for maintaining of this policy.

Date of Council Resolution: 27 June 2017**Committee Reference and Date:** City Management, Finance and Community Engagement Board No. 2017(06) of 20 June 2017**No. of Resolution:** 4**Date to be reviewed:** 27 June 2019

City Management Finance & Community Engagement Committee	
Mtg Date: 23/01/2018	OAR:
Authorisation: Andrew Roach	

A4585381

15 November 2017

MEMORANDUM

TO: CHIEF FINANCIAL OFFICER

FROM: RATES/PROPERTY MANAGER

RE: REQUEST FOR RATES CONCESSION
132 EAGLE STREET, REDBANK PLAINS QLD 4301
DIVISION 3

INTRODUCTION:

This is a report by the Rates/Property Manager dated 15 November 2017 concerning a request from Al-Huda Educational Institute Limited, for a rates concession of the general rates on their property at 132 Eagle Street Redbank Plains (Attachment A and B).

BACKGROUND:

Council Rates Concession Policy allows for a general rate concession of a 100% remission of the differential general rates on properties that meet the criteria outlined in the policy (Attachment C).

Al-Huda Educational Institute Limited is a not-for-profit organisation whose objects are:

- (a) To establish and manage a charitable fund for charitable work amongst the community.
- (b) To establish and manage centres for educational activities.
- (c) To establish and manage welfare organisations to undertake welfare work amongst the community.
- (d) To undertake humanitarian work amongst the community.
- (e) To undertake and pursue all such other similar, related or compatible objects as may from time to time be considered appropriate by the company.

In accordance with the Rate Concession Policy adopted by Council on 27 June 2017, this organisation meets the criteria to be considered for a rate concession.

The activities undertaken on the property are considered to contribute to 'The relief of those in need by reason of youth, age, ill-health, disability, financial hardship or other disadvantage', accordingly the property is considered eligible to be granted a rates concession.

Division 3 Councillor Kerry Silver, has been consulted and supports the rates concession. The amount of rate concession or remission is \$1,124.00 ongoing per quarter.

ATTACHMENTS:

Name of Attachment	Attachment
Letter requesting rates concession	Attachment A
Letter advising that centre is now operational	Attachment B
Rate Concession Policy	Attachment C

RECOMMENDATION:

That the request for the rate concession of 100% remission of the differential general rates, for the property at 132 Eagle Street, Redbank Plains, owned by Al-Huda Educational Institute Limited, be granted and backdated to 10 October 2017.

Tina Huggins

RATES/PROPERTY MANAGER

I concur with the recommendation contained in this report.

Richard Bennett

STRATEGIC CLIENT OFFICE MANAGER

I concur with the recommendation contained in this report.

Andrew Roach

CHIEF FINANCIAL OFFICER



In the name of Allah, Most Gracious, Most Merciful

REDBANK COMMUNITY CENTRE

Al-Huda Educational Institute - ACN: 603 724 269
PO Box 127 Inala 4077 Brisbane QLD Australia
Email: shazad1k@hotmail.com Website: www.MasjidAlHuda.com.au

Date 13 Feb 2017

Dear Sir / Madam

We Hope this letter find you all in good health.

We like to Request Ipswich city council for the discount rate payment , because this is a Non for profits Community youth centre. At this stage we don't have any income for running cost, only we survive donation from the people. Please if we can get some discount it will be highly appreciated.

Your Sincerity.

Mr Shazad khan

Community youth Centre Redbank

Email Shazad1k@hotmail.com

+ 61 402457854

RECEIVED
P&D COUNTER
Date: 29.2/2017
Officer: KC
30718 (4)



Australian
Charities and
Not-for-profits
Commission



THIS CERTIFIES THAT

Al-Huda Educational Institute Ltd

ABN:65 603 724 269

HAS BEEN REGISTERED BY THE

Australian Charities and Not-for-profits Commission

ON THE DATE OF

1 February 2015

CERTIFIED BY

A handwritten signature in cursive script that reads "Susan Pascoe".

Susan Pascoe AM

Commissioner

Australian Charities and Not-for-profits Commission



Constitution

Al-Huda Educational Institute Limited

A.C.N. 603 724 269

(A public company limited by guarantee)

Certificate of Registration of a Company

This is to certify that

AL - HUDA EDUCATIONAL INSTITUTE LTD

Australian Company Number 603 724 269

is a registered company under the Corporations Act 2001 and
is taken to be registered in Queensland.

The company is limited by guarantee.

The company is a public company.

The day of commencement of registration is
the sixteenth day of January 2015.



ASIC

Australian Securities & Investments Commission

CERTIFICATE

Issued by the
Australian Securities and Investments Commission
on this sixteenth day of January, 2015.

A handwritten signature in black ink, appearing to read 'G. Medcraft'.

Greg Medcraft
Chairman

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1 Defined terms and interpretation

1.1 Defined terms

The Dictionary in Schedule 1:

- (a) defines some of the terms used in this constitution;
- (b) sets out the rules of interpretation which apply to this constitution; and
- (c) clarifies the effect of the Corporations Act on this constitution.

1.2 Interpretation

The interpretation clause in Schedule 1 (**Dictionary**) sets out rules of interpretation for this constitution.

2 Nature of company and liability

2.1 Nature of company

The company is a public company limited by guarantee.

2.2 Liability of each member is limited

The liability of each member is limited. Each member guarantees to contribute up to a maximum of \$10.00 to the assets of the company if it is wound up while he or she is a member, or within one year afterwards, and at the time of winding up the debts and liabilities of the company exceed its assets. The liability of each member is limited to making such contribution and no more.

3 Objects of the company

The objects of the company are to:

- (a) To establish and manage a charitable fund for charitable work amongst the community.
 - (b) To establish and manage centres for educational activities.
 - (c) To establish and manage welfare organisations to undertake welfare work amongst the community.
 - (d) To undertake humanitarian work amongst the community.
 - (e) To undertake and pursue all such other similar, related or compatible objects as may from time to time be considered appropriate by the company.
-

4 Legal capacity and powers of the company

The company has all of the powers of a natural person and of a body corporate, including those set out in the Corporations Act.

5 Membership

5.1 Classes of membership

- (a) Unless otherwise resolved by the company in a general meeting, the membership of the company will consist of ordinary members.
- (b) Subject to the Corporations Act and the terms of a particular class of membership, the company may vary or cancel rights attached to being a member of that class, or convert a member from one class to another, by special resolution of the company and either:
 - (i) a special resolution passed at a meeting of the members of that class; or
 - (ii) the written consent of members who are entitled to at least 75% of the votes that may be cast in respect of membership of that class.

The provisions in this constitution concerning meetings of members (with the necessary changes) apply to a meeting held under rule 5.1(b)(i).

5.2 Ordinary members

The ordinary members of the company are the members at the date of incorporation of the company and those members who:

- (a) have paid the membership fee; and
- (b) have been admitted by the board to membership of the company as members after making an application for membership and satisfying any eligibility criteria adopted by the board.

5.3 Members rights

Subject to 5.1(b), a member has:

- (a) the right to receive notices of and to attend and be heard at any general meeting of the company; and
- (b) the right to vote at any general meeting of the company.

5.4 Form of application

Any person may apply in writing to be a member of the company. A person's application for membership must be:

- (a) signed by the applicant; and
- (b) accompanied by such documents or evidence as to eligibility as the board requires in accordance with rule 5.2.

5.5 Membership not transferable

No membership interest, benefit or right of any member is capable of being sold or transferred in any manner whatsoever and a membership interest shall automatically lapse if there is any such purported sale or transfer or agreement to effect same.

5.6 Certificates

- (a) The company may issue to each member, free of charge, one certificate evidencing that person as a member.
- (b) The company may issue a replacement certificate to a member if the company receives and cancels the existing certificate for that person's membership or the company is satisfied that the existing certificate is lost or destroyed, and the member pays any fee as the directors resolve.

6 Admission to membership

6.1 Consideration of application by the board

If a person makes an application that complies with rule 5.4 the board must consider that application for membership as soon as practicable after its receipt and determine, in their discretion, the acceptance or rejection of that application for membership.

6.2 Acceptance or rejection of membership application

- (a) If an application for membership is accepted:
 - (i) the secretary must notify the applicant of admission; and
 - (ii) the name and details of the applicant must be entered in the register as membership details of the applicant in accordance with the Corporations Act.
- (b) If an application for membership is rejected the secretary must notify the applicant that the application has been rejected.
- (c) The directors do not have to give reasons for rejecting or accepting an application for membership.

7 Removal and cessation of membership

7.1 Resignation

- (a) A member may resign from membership of the company by leaving written notice to that effect at the registered office addressed to the secretary.
- (b) Unless the notice provides otherwise, the resignation of a member is deemed to take effect from the date such notice is left at the registered office.

7.2 Expulsion of member

- (a) Subject to rule 7.2(c) the directors may resolve to expel a member if:
 - (i) an Expulsion Event occurs in respect of the member; and
 - (ii) the company gives that member at least 10 Business Days notice in writing stating the Expulsion Event and that the member is liable to be expelled, and informing the member of its right under rule 7.2(c).
- (b) The directors may resolve to expel a member if the member does not pay a fee payable by the member pursuant to this constitution within 20 Business Days after the due date for its payment.

- (c) Before the passing of any resolution under rule 7.2(a), a member is entitled to give the directors, either orally or in writing, any explanation or defence of the Expulsion Event the member may think fit.
- (d) Where a resolution is passed under rule 7.2(a) or 7.2(b), the company must give that member notice in writing of the expulsion within 10 Business Days of the resolution.
- (e) A member may by notice in writing to the company within 10 Business Days of receipt of the notice referred to in rule 7.2(d), request that a resolution under rule 7.2(a) be reviewed by the company at the next general meeting. If such a request is made, the directors must propose at the next general meeting of the company that a resolution be moved to confirm the expulsion of the member concerned.
- (f) A resolution under rule 7.2(a) takes effect:
 - (i) if the member gives a notice under rule 7.2(e), the date (if any) the resolution is confirmed by a general meeting of the company; or
 - (ii) if the member does not give a notice under rule 7.2(e), the date of the resolution.
- (g) A resolution under rule 7.2(b) takes effect on the date of the resolution.
- (h) The directors may reinstate an expelled member on any terms and at any time as the directors resolve, including a requirement that all amounts due but unpaid by the expelled member are paid.

7.3 Cessation Events

A person will cease to be a member of the company if a Cessation Event occurs in respect of that member. The estate of a deceased member is not released from any liability in respect of that person being a member of the company.

8 No profits for members

8.1 Transfer of income or property

Subject to the operation of rule 8.2, the assets and income of the company shall be applied solely in furtherance of the objects of the company and no portion of the income or assets of the company may be paid or transferred, directly or indirectly to any member, except as bona fide compensation for services rendered or expenses incurred on behalf of the company.

8.2 Payments, services and information

Nothing in rule 8.1 prevents the payment in good faith of:

- (a) remuneration to any officers or employees of the company for services actually rendered to the company;
- (b) an amount to any member in return for any services actually rendered to the company (whether by the member or any corporation or partnership in which the member has an interest or is a member) or for goods supplied in the ordinary and usual course of business;
- (c) reasonable and proper interest on money borrowed from any member; or

- (d) reasonable and proper rent for premises let by any member to the company.
-

9 Fees

- (a) The directors may require the payment of fees or levies by members in the amounts and at the times as the directors resolve. The directors may make fees payable for one or more members for different amounts and at different times, and subject to the terms of membership payable by instalments. The directors may revoke or postpone payment of fees or extend the time for payment of fees.
- (b) The company must give members at least 10 Business Days notice of fees payable by members. A notice of fees must be in writing and specify the amount of the fee, and the time and place of payment of the fee. A fee is not invalid if a member does not receive notice of the fee.
- (c) A member must pay to the company the amount of each fee levied on the member at the times and places specified in the notice of the fee. If a fee is payable in one or more fixed amounts on one or more fixed dates, the member must pay to the company those amounts on those dates.
- (d) A member must pay to the company interest at the rate of 10% per annum on any amount referred to in rule 9(c) which is not paid on or before the time appointed for its payment, from the time appointed for payment to the time of the actual payment, and expenses incurred by the company because of the failure to pay or late payment of that amount. The directors may waive payment of all or any part of an amount payable under this rule 9(d).
- (e) The company may recover an amount due and payable under rules 9(c) and 9(d) from a member by commencing legal action against the member for all or part of the amount due.
- (f) The debt due in respect of an amount payable under rules 9(c) and 9(d) is sufficiently proved by evidence that the name of the member sued is entered in the register and there is a record in the minute books of the company of the resolution requiring payment of the fee or the fixed amount referred to in rule 9(c).
- (g) The company may accept from any member all or any part of the fees payable before that amount is due and payable. The company may pay interest at any rate the directors resolve on the amount paid before it is due and payable (from the date of payment until and including the date the amount becomes actually payable) and the company may repay the amount so paid to that member.
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10 General meetings

10.1 Convening of general meetings

- (a) A general meeting may be convened by:
- (i) the directors by resolution of the board; or
 - (ii) members or the court in accordance with sections 249E, 249F and 249G of the Corporations Act.
- (b) A general meeting must be convened by the directors in accordance with section 249D of the Corporations Act.

- (c) The Company must hold an annual general meeting if required by, and in accordance with, the Corporations Act.
- (d) Subject to rule 10.1(f), the directors may postpone, cancel or change the venue for a general meeting by giving notice not later than five Business Days before the time at which the general meeting was to be held to each person who is at the date of the notice:
 - (i) a member;
 - (ii) a director; or
 - (iii) an auditor of the company.
- (e) A notice postponing or changing the venue for a general meeting must specify the date, time and place of the general meeting.
- (f) A general meeting convened under section 249D of the Corporations Act may not be postponed beyond the date by which section 249D requires it to be held and may not be cancelled without the consent of the member or members who requested it.
- (g) A meeting of members may be held in 2 or more places linked together by any technology that gives the members as a whole in those places a reasonable opportunity to participate in proceedings, enables the chair to be aware of proceedings in each place, and enables the members in each place to vote on a show of hands and on a poll.

10.2 Notice of general meetings

- (a) Subject to this constitution, notice of a general meeting must be given within the time limits prescribed by the Corporations Act to each person who is at the date of the notice:
 - (i) a member;
 - (ii) a director; or
 - (iii) an auditor of the company.
- (b) A notice of a general meeting must specify the date, time and place of the meeting (and if the meeting is to be held in 2 or more places, the technology that will be used to facilitate this) and, except as provided in rule 10.2(c), state the general nature of the business to be transacted at the meeting and any other matters required under the Corporations Act.
- (c) It is not necessary for a notice of an annual general meeting to state that the business to be transacted at the meeting includes the consideration of the annual financial report and the reports of the directors and auditor, the election of directors or the appointment or fixing of the remuneration of the auditor of the company.
- (d) A person may waive notice of any general meeting by notice in writing to the company.
- (e) The non-receipt of notice of a general meeting or proxy form by, or a failure to give notice of a general meeting or a proxy form to, any person entitled to receive notice of a general meeting under this rule 10.2 does not invalidate any act, matter or thing done or resolution passed at the general meeting if:

- (i) the non-receipt or failure occurred by accident or error; or
- (ii) before or after the meeting, the person:
 - (A) has waived or waives notice of that meeting under rule 10.2(d); or
 - (B) has notified or notifies the company of the person's agreement to that act, matter, thing or resolution by notice in writing to the company.
- (f) A person's attendance at a general meeting:
 - (i) waives any objection that person may have to a failure to give notice, or the giving of a defective notice, of the meeting unless the person at the beginning of the meeting objects to the holding of the meeting; and
 - (ii) waives any objection that person may have to the consideration of a particular matter at the meeting which is not within the business referred to in the notice of the meeting or in rule 10.2(c), unless the person objects to considering the matter when it is presented.

10.3 Admission to general meetings

- (a) The chair of a general meeting may refuse admission to a person, or require that person to leave and remain out of the meeting, if that person:
 - (i) has a camera, tape recorder or video camera, or another audio or visual recording device;
 - (ii) has a placard or banner;
 - (iii) has an article which the chair considers to be dangerous, offensive or liable to cause disruption;
 - (iv) refuses to produce or to permit examination of any article, or the contents of any article, in the person's possession;
 - (v) behaves or threatens to behave in a dangerous, offensive or disruptive manner; or
 - (vi) is not:
 - (A) a member or a proxy, attorney or Representative of a member;
 - (B) a director; or
 - (C) an auditor of the company.
- (b) A person who is entitled to receive notice of a meeting or who is requested by the directors or the chair to attend a general meeting is entitled to be present, whether the person is a member or not.

10.4 Quorum at general meetings

- (a) No business may be transacted at any general meeting, except the election of a chair and the adjournment of the meeting, unless a quorum of members is present when the meeting proceeds to business and remains present throughout the meeting.

- (b) A quorum consists of:
 - (i) if the number of members entitled to vote is two or more - two of those members; or
 - (ii) if only one member is entitled to vote - that member,
present at the meeting.
- (c) If a quorum is not present within 30 minutes after the time appointed for a general meeting:
 - (i) where the meeting was convened by, or at the request of, a member or members, the meeting must be dissolved; or
 - (ii) in any other case:
 - (A) the meeting stands adjourned to the day, time and place, as the directors determine or, if no determination is made by the directors, to the same day in the next week at the same time and place; and
 - (B) if, at the adjourned meeting, a quorum is not present within 30 minutes after the time appointed for the meeting, the meeting must be dissolved.

10.5 Chair of general meetings

- (a) The chair of directors must preside as chair at each general meeting if present within 15 minutes after the time appointed for the meeting and willing to act.
- (b) The directors present at a general meeting may elect a person present to chair the meeting if:
 - (i) there is no chair of directors;
 - (ii) the chair of directors is not present within 15 minutes after the time appointed for the meeting; or
 - (iii) the chair of directors is present within that time but is not willing to act as chair of the meeting.
- (c) Subject to rules 10.5(a) and (b), if at a general meeting:
 - (i) a chair has not been elected by the directors; or
 - (ii) an elected chair is not available or is not willing to act as a chair of the meeting (or part of the meeting),

the members present must elect as chair of the meeting another person who is present and willing to act.

10.6 Conduct of general meetings

- (a) The chair of a general meeting is responsible for the general conduct of the meeting and for the procedures to be adopted at the meeting and may require the adoption of any procedures which are in his or her opinion necessary or desirable for.

- (i) proper and orderly debate or discussion, including limiting the time that a person present may speak on a motion or other item of business before the meeting; and
 - (ii) the proper and orderly casting or recording of votes at the general meeting, whether on a show of hands or on a poll, including the appointment of scrutineers.
- (b) Subject to sections 250S and 250T of the Corporations Act, the chair of a general meeting may at any time he or she considers it necessary or desirable for the proper and orderly conduct of the meeting:
 - (i) terminate debate or discussion on any business, question, motion or resolution being considered by the meeting and require the business, question, motion or resolution to be put to a vote of the members present; or
 - (ii) allow debate or discussion on any business, question, motion or resolution being considered by the meeting to continue.
- (c) Subject to sections 250S and 250T of the Corporations Act, the chair of a general meeting may:
 - (i) refuse to allow debate or discussion on any business, question, motion or resolution which is not within the business referred to in the notice of meeting or rule 10.2(c); and
 - (ii) refuse to allow any amendment to be moved to a resolution of which notice has been given under rule 10.2(a).
- (d) A decision by a chair under rules 10.6(a), (b) or (c) is final.
- (e) The chair of a general meeting may at any time during the course of the meeting adjourn the meeting or any business, motion, question or resolution being considered or remaining to be considered by the meeting either to a later time at the same meeting or to an adjourned meeting.
- (f) If the chair exercises his or her right under rule 10.6(e), it is in the chair's sole discretion whether to seek the approval of the members present to the adjournment.
- (g) If the chair does seek the members' approval, the chair must adjourn the meeting if the members present with a majority of votes agree or direct that the chair must do so.
- (h) The chair's rights under rule 10.6(e) are exclusive and, unless otherwise required by the chair, no vote may be taken or demanded by the members present in respect of any adjournment.
- (i) No business may be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.
- (j) Notice of an adjournment and the business to be transacted at an adjourned meeting must be given to all persons who were entitled to receive notice of the meeting the subject of the adjournment.
- (k) Subject to rule 10.1(f), where a meeting is adjourned, the directors may postpone, cancel or change the venue of the adjourned meeting.

10.7 Decisions at general meetings

- (a) Except in the case of any resolution which as a matter of law requires a special resolution, questions arising at a general meeting are to be decided by a majority of votes cast by the members present at the meeting and that decision is for all purposes a decision of the members.
- (b) Subject to the Corporations Act, in the case of an equality of votes upon any proposed resolution at a meeting of members, unless the members present resolve that the chair ought to have a second or casting vote in addition to any vote the chair may have in his or her capacity as a member:
 - (i) the chair of the meeting does not have a second or casting vote; and
 - (ii) the proposed resolution is taken as having been lost.
- (c) A resolution put to the vote of a general meeting must be decided on a show of hands unless a poll is demanded before a vote being decided by show of hands is taken or before or immediately after the declaration of the result of the show of hands:
 - (i) by the chair of the meeting;
 - (ii) by at least five members present and entitled to vote on the relevant resolution; or
 - (iii) by a member or members present at the meeting and representing at least 5% of the votes that may be cast on the resolution on a poll.
- (d) A demand for a poll does not prevent the continuance of a general meeting for the transaction of any business other than the question on which the poll has been demanded.
- (e) Unless a poll is duly demanded, a declaration by the chair of a general meeting that a resolution has on a show of hands been carried or carried unanimously, or carried by a particular majority, or lost, and an entry to that effect in the book containing the minutes of the proceedings of the company, is conclusive evidence of the fact without proof of the number or proportion of the votes recorded in favour of or against the resolution.
- (f) If a poll is duly demanded at a general meeting, it will be taken when and in the manner the chair of the meeting directs, and the result of the poll will be the resolution of the meeting at which the poll was demanded.
- (g) A poll cannot be demanded at a general meeting on the election of a chair of the meeting.
- (h) The demand for a poll may be withdrawn.

10.8 Voting rights

- (a) Members have the following voting rights:
 - (i) on a show of hands, every person present who is a member has one vote; and
 - (ii) on a poll, every member present in person or by proxy or attorney has one vote.

- (b) A member present at a general meeting is not entitled to vote on any resolution if any fees or any other amount due and payable by that member to the company under this constitution have not been paid, or where that vote is prohibited by the Corporations Act or an order of a court of competent jurisdiction. The company must disregard any vote on a resolution purported to be cast by a member present at a general meeting where that person is not entitled to vote on that resolution.
- (c) Where a person present at a general meeting represents personally or by proxy, attorney or Representative more than one member, the following rules apply to a vote taken on a show of hands:
 - (i) the person is entitled to one vote only despite the number of members the person represents; and
 - (ii) the person's vote will be taken as having been cast for all the members the person represents.
- (d) An infant member is not entitled to vote at a general meeting. The parent or guardian of an infant member may vote at a general meeting on evidence being produced of the relationship or of the appointment of the guardian as the directors may require.
- (e) An objection to the qualification of a person to vote at a general meeting:
 - (i) must be raised before or immediately after the result of the motion on which the vote objected to is given or tendered; and
 - (ii) must be referred to the chair of the meeting, whose decision is final.
- (f) A vote not disallowed by the chair of a meeting under rule 10.8(e) is valid for all purposes.

10.9 Representation at general meetings

- (a) Subject to this constitution, each member entitled to vote at a meeting of members may vote:
 - (i) in person or, where a member is a body corporate, by its Representative;
 - (ii) by proxy or, if the member is entitled to cast two or more votes at the meeting, by not more than two proxies; or
 - (iii) by attorneys.
- (b) A proxy, attorney or Representative may be a member of the company but does not have to be a member.
- (c) A proxy, attorney or Representative may be appointed for all general meetings, or for any number of general meetings, or for a particular general meeting.
- (d) Unless otherwise provided in the Corporations Act or in the appointment, an appointment of a proxy, attorney or Representative is taken to confer authority:
 - (i) to agree to a meeting being convened by shorter notice than is required by the Corporations Act or by this constitution;
 - (ii) to speak to any proposed resolution on which the proxy, attorney or Representative may vote;

- (iii) to demand or join in demanding a poll on any resolution on which the proxy, attorney or Representative may vote;
 - (iv) even though the appointment may refer to specific resolutions and may direct the proxy, attorney or Representative how to vote on those resolutions:
 - (A) to vote on any amendment moved to the proposed resolutions and on any motion that the proposed resolutions not be put or any similar motion;
 - (B) to vote on any procedural motion, including any motion to elect the chair, to vacate the chair or to adjourn the meeting; and
 - (C) to act generally at the meeting; and
 - (v) even though the appointment may refer to a specific meeting to be held at a specified time or venue, where the meeting is rescheduled or adjourned to another time or changed to another venue, to attend and vote at the rescheduled or adjourned meeting or at the new venue.
- (e) The chair of a meeting may require any person purporting to act as a proxy, attorney or Representative to establish to the satisfaction of the chair that the person has been validly appointed as a proxy, attorney or Representative and is the person named in the relevant instrument of appointment, failing which the person may be excluded from attending or voting at the meeting.
 - (f) Where a member appoints two proxies to vote at the same general meeting and the authority of one is not conditional on the other failing to attend or vote, the following rules apply:
 - (i) where the appointment does not specify the proportion or number of the member's votes which each proxy may exercise, each proxy may exercise half of the member's votes;
 - (ii) on a show of hands, neither proxy may vote; and
 - (iii) on a poll, each proxy or attorney may only exercise the voting rights the proxy represents.
 - (g) An instrument appointing an attorney or Representative must be in a form as the directors may prescribe or accept. An instrument appointing a proxy is valid if it is signed by the member making the appointment and contains the name and address of that member, the name of the company, the name of the proxy or the name of the office of the proxy, and the meetings of members at which the proxy may be used. The chair of a meeting of members may determine that an instrument appointing a proxy is valid even if it contains only some of this information.
 - (h) If the name of the proxy or the name of the office of the proxy in a proxy form of a member is not filled in, the proxy of that member is the person specified by the company in the form of proxy in the case the member does not choose, or if no person is so specified, the chair of that meeting.
 - (i) An instrument appointing a proxy or attorney may direct the manner in which the proxy or attorney is to vote in respect of a particular resolution and, where an instrument so provides, the proxy or attorney is not entitled to vote on the proposed resolution except as directed in the instrument.

- (j) A proxy or attorney may not vote at a general meeting or adjourned meeting unless the instrument appointing the proxy or attorney, and the original or a certified copy of the power of attorney or other authority (if any) under which the instrument is signed, are received:
 - (i) at the registered office of the company, at the facsimile number at its registered office or at another place, facsimile number or electronic address specified for that purpose in the notice convening the meeting; and
 - (ii) at least 48 hours before the time scheduled for the commencement of the meeting, as specified in the notice of meeting.
- (k) Unless the company has received written notice of the matter by the time and at the place or in the manner set out in rules 10.9(j)(i) and 10.9(j)(ii), a vote cast by a proxy or attorney is valid even if, before the proxy or attorney votes:
 - (i) a Cessation Event occurs in relation to the appointer; or
 - (ii) the member revokes the proxy's or attorney's appointment; or
 - (iii) the member revokes the authority under which a third party appointed the proxy or attorney.
- (l) The authority of a proxy or attorney to speak and vote for a member at a general meeting is suspended while the member is present at the meeting.

10.10 Resolutions without meetings

- (a) Subject to rule 10.10(c), the company may pass a resolution without a general meeting being held, if all of the members entitled to vote on the resolution sign a document containing a statement that they are in favour of the resolution set out in the document.
- (b) For the purposes of rule 10.10(a):
 - (i) the document may be sent to members in any manner described in rule 17;
 - (ii) the resolution is passed when the last member signs;
 - (iii) separate copies of a document may be used for signing by members if the wording of the resolution and statement is identical in each copy;
 - (iv) a signature of a member transmitted to the company by facsimile is sufficient evidence of signature so long as the original is produced within 30 days of signing;
 - (v) where a share is held jointly, each joint member must sign.
- (c) Rule 10.10(a) does not apply to a resolution to remove an auditor.
- (d) Where a document is signed in accordance with rule 10.10(a) the document is to be taken as a minute of the passing of the resolution.

10.11 Resolutions of single member company

If the company has only one member, the company may pass a resolution by the member recording it and signing the record. That record is to be taken as a minute of the passing of that resolution.

11 Directors

11.1 Appointment and removal of directors

- (a) The minimum number of directors is three. The maximum number of directors is to be fixed by the directors, but must not be more than 12 unless the company in general meeting determines otherwise. The directors must not determine a maximum which is less than the number of directors in office at the time the determination takes effect.
- (b) The directors in office on the date that this constitution was adopted by the company continue in office but on the terms and conditions set out in this constitution.
- (c) Subject to rules 11.1(a) and (m), the company may by resolution elect any natural person to be a director, either as an addition to the existing directors or as otherwise provided in this constitution.
- (d) Subject to rule 11.1(a), the directors may appoint any natural person to be a director, either as an addition to the existing directors or to fill a casual vacancy (including any casual vacancy arising where a director is removed from office under rule 11.1(k) and no person is appointed in place of that director under rule 11.1(k)(ii)).
- (e) A director, other than the managing director (or, if there is more than one managing director, the first of them to be appointed), appointed under rule 11.1(d) must retire from office at the next annual general meeting following his or her appointment.
- (f) An election of directors must take place each year and at that meeting:
 - (i) excluding any director who is required to retire at that meeting under rule 11.1(e) and the managing director or, if there is more than one managing director, the first of them to be appointed:
 - (A) one-third of the remaining directors (rounded down, if necessary, to the nearest whole number); and
 - (B) any other director who, if he or she does not retire, will at the conclusion of the meeting have been in office for three or more years or for three or more annual general meetings since he or she was last elected to office,

must retire from office as directors; and
 - (ii) if no director is required to retire under rule 11.1(e) or (f)(i), at least one director, excluding the managing director (or if there is more than one managing director, the first of them to be appointed), must retire from office as a director.
- (g) The director or directors who must retire at a meeting in accordance with rule 11.1(f)(i)(A) or (f)(ii) (as the case may be) is the director who has, or are the directors who have, been longest in office since their last election but, as between persons who were last elected as directors on the same day, the director or directors to retire must be determined by agreement among themselves or, in the absence of agreement, by lot.

- (h) Subject to rule 11.1(m), the company may by resolution fill the office vacated by a director under rule 11.1(e) or (f) by electing a person to that office.
- (i) A director retiring from office under rule 11.1(e) or (f) is eligible for re-election and that director may by resolution of the company be re-elected to that office.
- (j) The retirement of a director from office under rule 11.1(e) or (f) and the re-election of the director or the election of another person to that office (as the case may be) takes effect at the conclusion of the meeting at which the retirement and re-election or election occur.
- (k) The company may:
 - (i) by resolution in accordance with section 203D of the Corporations Act remove a director from office; and
 - (ii) subject to rule 11.1(m), by resolution fill the office vacated by a director who is removed under rule 11.1(k)(i) by electing another person to that office.
- (l) A person elected as a director under rule 11.1(k)(ii) must retire under rule 11.1(e) or (f) (as the case may be) on the same day that the director in whose place he or she was appointed would have had to retire under rule 11.1(e) or (f) if that director had not been removed from office under rule 11.1(k)(i).
- (m) A person may only be elected to the office of a director at a general meeting if:
 - (i) he or she is a director retiring from office under rule 11.1(e) or (f) and standing for re-election at that meeting;
 - (ii) he or she has been nominated by the directors for election at that meeting;
 - (iii) if the person is a member, he or she has at least 30 Business Days before the meeting served on the company a notice signed by him or her signifying his or her desire to be a candidate for election at that meeting; or
 - (iv) whether or not the person is a member, a member intending to nominate him or her for election at that meeting has at least 30 Business Days before the meeting served on the company a notice signed by the member and signifying the member's intention to nominate the person for election, which is accompanied by a notice signed by the person and signifying his or her consent to the nomination.

11.2 Vacation of office

- (a) In addition to the circumstances prescribed by the Corporations Act, unless the board otherwise resolve to confirm the director's appointment, the office of a director becomes vacant if the director:
 - (i) becomes of unsound mind;
 - (ii) becomes bankrupt;
 - (iii) is convicted of an indictable offence; or
 - (iv) fails to attend more than three consecutive meetings of the directors without leave of absence from the directors.

- (b) Nothing in rule 11.2(a) prevents a director from vacating his or her office if the director resigns by notice in writing to the company.

11.3 Remuneration of directors

- (a) Each director is entitled to the remuneration out of the funds of the company as the directors determine, but the remuneration of non-executive directors may not exceed in total in any year the amount fixed by the company in general meeting for that purpose.
- (b) The remuneration of directors:
 - (i) may be a stated salary or a fixed sum for attendance at each meeting of directors or both; or
 - (ii) may be a share of a fixed sum determined by the company in general meeting to be the remuneration payable to all directors which is to be divided between the directors in the proportions agreed between them or, failing agreement, equally,

and if it is a stated salary under rule 11.3(b)(i) or a share of a fixed sum under rule 11.3(b)(ii), will be taken to accrue from day to day.

- (c) In addition to their remuneration under rule 11.3(a), the directors are entitled to be paid all travelling and other expenses properly incurred by them in connection with the affairs of the company, including attending and returning from general meetings of the company or meetings of the directors or of committees of the directors.
- (d) Subject to any amount fixed in general meeting pursuant to rule 11.3(a), if a director renders or is called on to perform extra services or to make any special exertions in connection with the affairs of the company, the directors may arrange for a special remuneration to be paid to that director, either in addition to or in substitution for that director's remuneration under rule 11.3(a).
- (e) Nothing in rule 11.3(a) restricts the remuneration to which a director may be entitled as an officer of the company or of a related body corporate in a capacity other than director, which may be either in addition to or in substitution for that director's remuneration under rule 11.3(a).
- (f) The directors may, subject to the Corporations Act and any specific amount fixed in general meeting pursuant to rule 11.3(a):
 - (i) at any time after a director dies or otherwise ceases to hold office as a director, pay to the director or a legal personal representative, spouse, relative or dependant of the director, in addition to the remuneration of that director, a pension or lump sum payment for past services rendered by that director; and
 - (ii) cause the company to enter into a contract with the director for the purpose of providing for or giving effect to that payment.
- (g) The directors may, subject to any specific amount fixed in general meeting pursuant to rule 11.3(a), establish or support, or assist in the establishment or support of, funds and trusts to provide pension, retirement, superannuation or similar payments or benefits to or in respect of the directors or former directors.

11.4 Director need not be a member

- (a) A director is not required to be a member in the company to qualify for appointment.
- (b) A director is entitled to attend and speak at general meetings even if he or she is not a member of the company.

11.5 Interested directors

- (a) A director may hold any other office or place of profit, other than auditor, in the company or a related body corporate in conjunction with his or her directorship. A director may be appointed to that office or place of profit on the terms as to remuneration, tenure of office and otherwise as the directors think fit.
- (b) A director of the company may be a director or other officer of:
 - (i) a related body corporate;
 - (ii) a body corporate promoted by the company; or
 - (iii) a body corporate in which the company is interested, as shareholder or otherwise,or be otherwise interested in any of those bodies corporate. A director is not accountable to the company for any remuneration or other benefits received by the director as a director or officer of that body corporate or from having an interest in that body corporate.
- (c) The directors may exercise the voting rights conferred by shares in any body corporate held or owned by the company as the directors think fit. This includes voting in favour of any resolution appointing a director as a director or other officer of that body corporate, or voting for the payment of remuneration to the directors or other officers of that body corporate. A director may, if permitted by law, vote in favour of the exercise of those voting rights even if he or she is, or may be about to be appointed, a director or other officer of that other body corporate.
- (d) A director is not disqualified merely because of being a director from contracting with the company in any respect including, without limitation:
 - (i) selling any property to, or purchasing any property from, the company;
 - (ii) lending any money to, or borrowing any money from, the company with or without interest and with or without security;
 - (iii) guaranteeing the repayment of any money borrowed by the company for a commission or profit;
 - (iv) underwriting or guaranteeing the subscription for securities in the company or in a related body corporate or any other body corporate promoted by the company or in which the company may be interested as a shareholder or otherwise, for a commission or profit; or
 - (v) being employed by the company or acting in any professional capacity, other than auditor, on behalf of the company.
- (e) No contract made by a director with the company and no contract or arrangement entered into by or on behalf of the company in which any director may be in any

way interested is avoided or rendered voidable merely because the director holds office as a director or because of the fiduciary obligations arising out of that office.

- (f) No director contracting with the company or being interested in any arrangement involving the company is liable to account to the company for any profit realised by or under a contract or arrangement of that kind merely because the director holds office as a director or because of the fiduciary obligations arising out of that office.
- (g) Where a director has a material personal interest in a matter to be considered at a meeting, that director must not be present while the matter is being considered at the meeting or vote on the matter, unless the directors who do not have a material person interest pass a resolution in accordance with section 195(2) of the Corporations Act, or another exception applies under the Corporations Act, which permits that director to do so.
- (h) Subject to rules 11.5(i) and (j), a director who is in any way interested in a contract or arrangement or proposed contract or arrangement (other than by having a material personal interest) may, despite that interest:
 - (i) be counted in determining whether or not a quorum is present at any meeting of directors considering that contract or arrangement or proposed contract or arrangement;
 - (ii) sign or countersign any document relating to that contract or arrangement or proposed contract or arrangement; and
 - (iii) vote in respect of the contract or arrangement or proposed contract or arrangement or any matter arising out of those things.
- (i) Rule 11.5(h) does not apply if, and to the extent that, it would be contrary to Chapter 2D.1, Division 2 of the Corporations Act or any other provision of the Corporations Act.
- (j) The directors may make regulations requiring the disclosure of interests that a director, and any person deemed by the directors to be related to or associated with the director, may have in any matter concerning the company or a related body corporate. Any regulations made under this rule bind all directors and apply in addition to any obligations imposed on the directors by the Corporations Act to disclose interests to the company.

11.6 Powers and duties of directors

- (a) The directors are responsible for managing the business of the company and may exercise to the exclusion of the company in general meeting all the powers of the company which are not required by the Corporations Act or this constitution to be exercised by the company in general meeting.
- (b) Without limiting the generality of rule 11.6(a), the directors may exercise all the powers of the company to borrow or otherwise raise money, to charge any property or business of the company or all or any of its uncalled capital and to issue debentures or give any other security for a debt, liability or obligation of the company or of any other person.
- (c) The directors may determine how cheques, promissory notes, bankers drafts, bills of exchange or other negotiable instruments or other documents must be signed, drawn, accepted, endorsed or otherwise executed, as the case may be, by or on behalf of the company.

- (d) The directors may pay out of the company's funds all expenses of the promotion, formation and registration of the company and the vesting in it of the assets acquired by it.
- (e) The directors may:
 - (i) appoint or employ any person to be an officer, agent or attorney of the company for the purposes, for the period and on the conditions as they think fit;
 - (ii) resolve to delegate any of their powers to an officer, agent or attorney and the officer, agent or attorney must exercise the powers delegated in accordance with any directions of the directors;
 - (iii) authorise an officer, agent or attorney to delegate all or any of the powers, discretions and duties vested in the officer, agent or attorney; and
 - (iv) subject to any contract between the company and the relevant officer, agent or attorney, remove or dismiss any officer (excluding a director of the company), agent or attorney of the company at any time, with or without cause.
- (f) A power of attorney may contain such provisions for the protection and convenience of the attorney or persons dealing with the attorney as the directors think fit.

11.7 Proceedings of directors

- (a) The directors may hold meetings for the conduct of business and adjourn and otherwise regulate their meetings as they think fit.
- (b) Subject to the Corporations Act, the contemporaneous linking together by a form of technology of a number of the directors sufficient to constitute a quorum, constitutes a meeting of the directors and all the provisions in this constitution relating to meetings of the directors apply, so far as they can and with such changes as are necessary, to meetings of the directors held using a form of technology.

11.8 Convening of meetings of directors

- (a) A director may, whenever the director thinks fit, convene a meeting of the directors.
- (b) A secretary must, on the requisition of a director, convene a meeting of the directors.

11.9 Notice of meetings of directors

- (a) Subject to this constitution, notice of a meeting of directors must be given to each person who is at the time of giving the notice:
 - (i) a director, other than a director on leave of absence approved by the directors; or
 - (ii) an alternate director appointed under rule 11.14 by a director on leave of absence approved by the directors.
- (b) A notice of a meeting of directors:

- (i) must specify the time and place of, or form of technology for, the meeting;
 - (ii) must state the nature of the business to be transacted at the meeting;
 - (iii) may be given in person, by post or, subject to the Corporations Act, by a form of technology; and
 - (iv) is taken to have been given to an alternate director if it is given to the director who appointed that alternate director.
- (c) A director or alternate director may waive notice of a meeting of directors by notifying the company to that effect in person, by post or by a form of technology.
- (d) The non-receipt of notice of a meeting of directors by, or a failure to give notice of a meeting of directors to, a director does not invalidate any act, matter or thing done or resolution passed at the meeting if:
- (i) the non-receipt or failure occurred by accident or error;
 - (ii) before or after the meeting, the director or an alternate director appointed by the director:
 - (A) has waived or waives notice of that meeting under rule 11.9(c); or
 - (B) has notified or notifies the company of his or her agreement to that act, matter, thing or resolution personally, by post or by a form of technology; or
 - (iii) the director or an alternate director appointed by the director attended the meeting.
- (e) The non-receipt of notice of a meeting of directors by, or a failure to give notice of a meeting of directors to, an alternate director of a director on leave of absence approved by the directors does not invalidate any act, matter or thing done or resolution passed at the meeting if:
- (i) the non-receipt or failure occurred by accident or error;
 - (ii) before or after the meeting, the alternate director or the director who appointed the alternate director:
 - (A) has waived or waives notice of that meeting under rule 11.9(c); or
 - (B) has notified or notifies the company of his or her agreement to that act, matter, thing or resolution personally, by post or by a form of technology; or
 - (iii) the alternate director or the director who appointed the alternate director attended the meeting.
- (f) Attendance by a person at a meeting of directors waives any objection that person may have to a failure to give notice of the meeting and:
- (i) if the person is a director, an alternate director appointed by that person is also deemed to have waived any such objection; or
 - (ii) if the person is an alternate director, the director who appointed that person as alternate director is also deemed to have waived any such objection.

11.10 Quorum at meetings of directors

- (a) No business may be transacted at a meeting of directors unless there is a quorum of directors at the time the business is dealt with.
- (b) A quorum consists of:
 - (i) if the directors have fixed a number for the quorum, that number of directors; and
 - (ii) in any other case, two directors.
- (c) If there is a vacancy in the office of a director, the remaining director or directors may act but, if the number of remaining directors is not sufficient to constitute a quorum at a meeting of directors, the remaining director or directors may act only in an emergency or for the purpose of increasing the number of directors to a number sufficient to constitute a quorum or of convening a general meeting of the company.

11.11 Chair and deputy chair of directors

- (a) The directors may elect one of the directors to the office of chair of directors and may determine the period for which that director is to be chair of directors.
- (b) The directors may elect one of the directors to the office of deputy chair of directors and may determine the period for which that director is to be deputy chair of directors.
- (c) The office of chair of directors or deputy chair of directors may be treated as an extra service or special exertion performed by the director holding that office for the purposes of rule 11.3(d) if:
 - (i) the directors resolve to do so; and
 - (ii) the total amount fixed by the company for remuneration of non-executive directors under rule 11.3(a) will not be exceeded.
- (d) The chair of directors must (if present within 10 minutes after the time appointed for the holding of the meeting and willing to act) preside as chair at each meeting of directors.
- (e) If at a meeting of directors:
 - (i) there is no chair of directors;
 - (ii) the chair of directors is not present within 10 minutes after the time appointed for the holding of the meeting; or
 - (iii) the chair of directors is present within that time but is not willing to act as chair of the meeting or of part of the meeting,then if the directors have elected a deputy chair of directors, the deputy chair of directors must (if present within 10 minutes after the time appointed for the holding of the meeting and willing to act) preside as the chair of the meeting or part of it.
- (f) Subject to rules 11.11(d) and (e), if at a meeting of directors:
 - (i) there is no deputy chair of directors;

- (ii) the deputy chair of directors is not present within 10 minutes after the time appointed for the holding of the meeting or of part of the meeting; or
- (iii) the deputy chair of directors is present within that time but is not willing to act as chair of the meeting or part of the meeting.

the directors present must elect one of themselves to be chair of the meeting or part of the meeting.

11.12 Decisions of directors

- (a) A meeting of directors at which a quorum is present is competent to exercise all or any of the authorities, powers and discretions vested in or exercisable by the directors under this constitution.
- (b) Questions arising at a meeting of directors are to be decided by a majority of votes cast by the directors present and a decision of that kind is for all purposes a determination of the directors.
- (c) Subject to the Corporations Act, in the case of an equality of votes upon any proposed resolution at a meeting of directors, unless the directors present resolve that the chair ought to have a casting or second vote in addition to any vote the chair may have in his or her capacity as a director:
 - (i) the chair of the meeting does not have a second or casting vote; and
 - (ii) the proposed resolution is to be taken as having been lost.

11.13 Written resolutions

- (a) An act, matter or thing is taken to have been done or a resolution passed by a meeting of the directors, if a document containing a statement to that effect is assented to by all of the directors other than:
 - (i) a director on leave of absence approved by the directors;
 - (ii) a director who disqualifies himself or herself from considering the act, matter or thing in question on the grounds that he or she is not entitled at law to do so or has a conflict of interest; and
 - (iii) a director who the directors reasonably believe is not entitled to do the act, matter or thing or to vote on the resolution in question,and the directors who assent to the document would have constituted a quorum at a meeting held to consider that act, matter, thing or resolution.
- (b) The act, matter or thing is taken to have been done or the resolution passed when the document is last assented to by a director.
- (c) Two or more separate documents in identical terms each of which is assented to by one or more directors are to be taken as constituting one document.
- (d) A director may signify assent to a document by signing the document or by notifying the company of the director's assent in person or by post, facsimile, electronic, telephone or other method of written, audio or audio visual communication.

- (e) Where a director signifies assent to a document otherwise than by signing the document, the director must by way of confirmation sign the document at the next meeting of the directors attended by that director, but failure to do so does not invalidate the act, matter, thing or resolution to which the document relates.
- (f) Where a document is assented to in accordance with this rule 11.13, the document is to be taken as a minute of a meeting of directors.

11.14 Alternate directors

- (a) A director may, with the approval of the directors, appoint a person to be the director's alternate director for a period which the director thinks fit.
- (b) An alternate director may be a member or a director of the company but need not be a member or a director.
- (c) One person may act as alternate director to more than one director.
- (d) An alternate director is entitled, if the appointer does not attend a meeting of directors, to attend and vote in place of and on behalf of the appointer.
- (e) An alternate director is entitled to a separate vote for each director the alternate director represents in addition to any vote the alternate director may have as a director in his or her own right.
- (f) In the absence of the appointer, an alternate director may exercise any powers that the appointer may exercise and the exercise of that power by the alternate director is to be taken to be the exercise of the power by the appointer.
- (g) The office of an alternate director is vacated if and when the appointer vacates office as a director.
- (h) The appointment of an alternate director may be terminated at any time by the appointer even though the period of the appointment of the alternate director has not expired.
- (i) An appointment, or the termination of an appointment, of an alternate director must be in writing signed by the director who makes or made the appointment and does not take effect unless and until the company has received notice in writing of the appointment or termination.
- (j) An alternate director is not to be taken into account in determining the minimum or maximum number of directors allowed under this constitution.
- (k) In determining whether a quorum is present at a meeting of directors:
 - (i) where a director has appointed an alternate director, that alternate director is counted if the appointing director is not present;
 - (ii) where a person is present as director and an alternate director for another director, that person is counted separately provided that there is at least one other director or alternate director present; and
 - (iii) where a person is present as an alternate director for more than one director that person is counted separately for each appointment provided that there is at least one other director or alternate director present.

- (l) An alternate director is entitled to be paid the remuneration which the directors think fit, either in addition to or in reduction of the remuneration payable to the director for whom the alternate director acts as alternate, provided that the total amount fixed by the company for remuneration of non-executive directors under rule 11.3(a) is not exceeded.
- (m) An alternate director is not entitled to be remunerated by the company for his or her services as alternate director except as provided in rule 11.14(l).
- (n) An alternate director, while acting as a director, is responsible to the company for his or her own acts and defaults and is not to be taken to be the agent of the director by whom he or she was appointed.

11.15 Committees of directors

- (a) The directors may resolve to delegate any of their powers to a committee or committees consisting of such number of directors as they think fit. The directors may revoke or vary any power so delegated.
- (b) A committee to which any powers have been so delegated must exercise the powers delegated in accordance with any directions of the directors.
- (c) The provisions of this constitution applying to meetings and resolutions of directors apply, so far as they can and with any necessary changes, to meetings and resolutions of a committee of directors.
- (d) Membership of a committee of directors may be treated as an extra service or special exertion performed by the members of the committee for the purposes of rule 11.3(d) if:
 - (i) the directors resolve to do so; and
 - (ii) the total amount fixed by the company for remuneration of non-executive directors under rule 11.3(a) will not be exceeded.

11.16 Delegation to individual directors

- (a) The directors may resolve to delegate any of their powers to one director.
- (b) A director to whom any powers have been so delegated must exercise the powers delegated in accordance with any directions of the directors.
- (c) Acceptance of such a delegation may be treated as an extra service or special exertion performed by the delegate for the purposes of rule 11.3(d) if:
 - (i) the directors resolve to do so; and
 - (ii) the total amount fixed by the company for remuneration of non-executive directors under rule 11.3(a) will not be exceeded.

11.17 Validity of acts

An act done by a person acting as a director or by a meeting of directors or a committee of directors attended by a person acting as a director is not invalidated by reason only of:

- (a) a defect in the appointment of the person as a director;
- (b) the person being disqualified to be a director or having vacated office; or

- (c) the person not being entitled to vote,

if that circumstance was not known by the person or the directors or committee, as the case may be, when the act was done.

12 Executive officers

12.1 Managing directors

- (a) The directors may appoint one or more of the directors to the office of managing director who must only exercise the powers conferred upon that managing director under rule 12.3(d).
- (b) A managing director's appointment as managing director automatically terminates if the managing director ceases to be a director.

12.2 Secretaries

The directors must appoint at least one secretary and may appoint additional secretaries.

12.3 Provisions applicable to all executive officers

- (a) A reference in this rule 12.3 to an executive officer is a reference to a managing director, executive director or secretary appointed under this rule 12.
- (b) The appointment of an executive officer may be for the period, at the remuneration and on the conditions the directors think fit.
- (c) Subject to any contract between the company and the relevant executive officer, an executive officer of the company may be removed or dismissed by the directors at any time, with or without cause. Such removal or dismissal does not remove that person from office as a director.
- (d) The directors may:
 - (i) confer on an executive officer the powers, discretions and duties as they think fit, and may resolve to delegate any powers, discretions and duties vested in or exercisable by the directors;
 - (ii) withdraw, suspend or vary any of the powers, discretions and duties conferred on an executive officer; and
 - (iii) authorise the executive officer to delegate all or any of the powers, discretions and duties conferred on the executive officer.
- (e) An executive officer is not required to be a member to qualify for appointment.
- (f) An act done by a person acting as an executive officer is not invalidated by reason only of:
 - (i) a defect in the person's appointment as an executive officer; or
 - (ii) the person being disqualified to be an executive officer,if that circumstance was not known by the person when the act was done.

13 Seals

13.1 Adoption of common seal

- (a) The directors may determine that the company have a common seal or for the company to no longer have a common seal.
- (b) Rules 13.2, 13.3, 13.4, 13.5 and 13.6 only apply if the company has a common seal.

13.2 Safe custody of Seal

The directors must provide for the safe custody of the Seal.

13.3 Use of Seal

- (a) The Seal must be used only by the authority of the directors or a committee of the directors authorised by the directors to authorise the use of the Seal.
- (b) The authority to use the Seal may be given before or after the Seal is used.
- (c) Subject to rule 13.5, until the directors otherwise determine, the fixing of the Seal to a document must be witnessed by a director and by another director, a secretary or another person appointed by the directors to witness that document or a class of documents in which that document is included.

13.4 Duplicate seal

- (a) The company may have for use in place of its common seal one or more duplicate seals, each of which must be a facsimile of the common seal of the company with the addition on its face of the words "duplicate seal" and the name of the place where it is to be used.
- (b) A document sealed with a duplicate seal is to be taken as having been sealed with the common seal of the company.

13.5 Certificate seal

- (a) The company may have for use on certificates for securities of the company in place of its common seal one or more duplicate seals, each of which must be a facsimile of the common seal of the company with the addition on its face of the words "certificate seal".
- (b) A certificate for securities of the company sealed with a certificate seal is to be taken as having been sealed with the common seal of the company.

13.6 Sealing and signing of certificates

The directors may determine either generally or in a particular case that the seal and the signature of any director, secretary or other person is to be printed on or affixed to any certificates for securities in the company by some mechanical or other means.

14 Winding up

Upon the winding up or dissolution of the company, any assets remaining after satisfaction of all of the company's debts and liabilities, will not be paid to or distributed

among the members, but will be transferred to some other organisation determined by the board at or before the time of winding up or dissolution of the company and, in default of any determination, by the Supreme Court of New South Wales, Australia:

- (a) which has objectives similar to the objectives of the company;
- (b) whose constituent documents prohibit the distribution of its income and property among its members on terms substantially to the effect of rule 8; and
- (c) which, if the company is a public benevolent institution for the purposes of any Commonwealth taxation law, is a public benevolent institution for the purposes of any Commonwealth taxation law.

15 Minutes and records

15.1 Minutes

The directors must cause minutes of:

- (a) all proceedings and resolutions of general meetings;
- (b) proceedings and resolutions of meetings of the directors and of committees of the directors; and
- (c) resolutions passed by directors without a meeting,

to be recorded and entered in books kept for that purpose, within one month after the meeting is held or the resolution is passed.

15.2 Signing of minutes

- (a) Minutes of a meeting must be signed by the chair of the meeting or the chair of the next meeting within a reasonable time after the meeting.
- (b) Minutes of the passing of a resolution without a meeting must be signed by a director within a reasonable time after the resolution is passed.

15.3 Minutes as evidence

A minute that is recorded and signed in accordance with rules 15.1 and 15.2 is evidence of the proceeding, a resolution to which it relates, unless the contrary is proved.

15.4 Inspection of records

- (a) Subject to the Corporations Act, the directors may determine whether and to what extent, and at what time and places and under what conditions, the minute books, accounting records and other documents of the company or any of them will be open to the inspection of members other than directors.
- (b) A member other than a director does not have the right to inspect any books, records or documents of the company except as provided by law or authorised by the directors.
- (c) The company must establish and administer all registers required to be kept by the company in accordance with the Corporations Act and each member must provide the company with such information as is required for the company to comply with this rule 15.4(c). If events occur which would cause the information contained a

register maintained by the company to be inaccurate the member must notify the company in writing of the change within 21 days of the date of such change occurring.

- (d) Unless proved incorrect, the register is sufficient evidence of the matters shown in the register.
- (e) The company must keep the financial records required by the Corporations Act.

16 Indemnity and insurance

16.1 Persons to whom rules 16.2 and 16.4 apply

Rules 16.2 and 16.4 apply:

- (a) to each person who is or has been a director, alternate director or executive officer (within the meaning of rule 12) of the company;
- (b) to such other officers or former officers of the company or of its related bodies corporate as the directors in each case determine; and
- (c) if the directors so determine, to any auditor or former auditor of the company or of its related bodies corporate.

16.2 Indemnity

The company may indemnify, to the extent permitted by law, each person to whom this rule 16.2 applies for all losses or liabilities incurred by the person as an officer and, if the directors so determine, an auditor of the company or of a related body corporate including, but not limited to, a liability for negligence or for legal costs on a full indemnity basis.

16.3 Extent of Indemnity

The indemnity in rule 16.2:

- (a) is a continuing obligation and is enforceable by a person to whom rule 16.2 applies even though that person may have ceased to be an officer or auditor of the company or of a related body corporate;
- (b) applies to losses and liabilities incurred both before and after the date of adoption of that rule; and
- (c) operates only to the extent that the loss or liability is not paid by insurance.

16.4 Insurance

The company may, to the extent permitted by law:

- (a) purchase and maintain insurance; or
- (b) pay or agree to pay a premium for insurance,

for any person to whom this rule 16.4 applies against any liability incurred by the person as an officer or auditor of the company or of a related body corporate including, but not limited to, a liability for negligence or for legal costs.

16.5 Savings

Nothing in rule 16.2 or 16.4:

- (a) affects any other right or remedy that a person to whom those rules apply may have in respect of any loss or liability referred to in those rules; or
- (b) limits the capacity of the company to indemnify or provide insurance for any person to whom those rules do not apply.

17 Notices

17.1 Notices by the company to members

- (a) A notice may be given by the company to a member:
 - (i) by serving it personally at, or by sending it by post in a prepaid envelope to, the member's address as shown in the register of members or any other address, or by facsimile or electronic mail to a facsimile number or electronic address, as the member has supplied to the company for the giving of notices; or
 - (ii) if the member does not have a registered address and has not supplied another address to the company for the giving of notices, by exhibiting it at the registered office of the company.
- (b) The fact that a person has supplied a facsimile number for the giving of notices does not require the company to give any notice to that person by facsimile.
- (c) A signature to any notice given by the company to a member under this rule 17 may be in writing or a facsimile printed or fixed by some mechanical or other means.
- (d) A certificate signed by a director or secretary of the company to the effect that a notice has been given in accordance with this constitution is conclusive evidence of that fact.

17.2 Notices by the company to directors

Subject to this constitution, a notice may be given by the company to any auditor, director or alternate director either by serving it personally at, or by sending it by post in a prepaid envelope to, the auditor's, director's or alternate director's usual residential or business address, or such other address, or by facsimile or electronic mail to such facsimile number or electronic address, as the auditor, director or alternate director has supplied to the company for the giving of notices.

17.3 Notices by members or directors to the company

- (a) Subject to this constitution, a notice may be given by a member, director or alternate director to the company by serving it on the company at, or by sending it by post in a prepaid envelope to, the registered office of the company or by facsimile or electronic mail to the principal facsimile number or electronic address at the registered office of the company.
- (b) The directors may resolve generally, or on a case by case basis, that a notice that is to be received by the company is not to be accepted if given by electronic means (excluding by facsimile).

- (c) If a resolution of directors is passed under rule 17.3(b), the company must give sufficient notice of the resolution to those required to give the particular notice to allow for the giving of notice by other means.

17.4 Notices to members outside Australia

A notice to be sent to a member outside Australia and its external territories must be sent by airmail, by facsimile or by electronic mail, or in another way that ensures it will be received quickly.

17.5 Time of service

- (a) Where a notice is sent by post, service of the notice is to be taken to be effected if a prepaid envelope containing the notice is properly addressed and placed in the post and to have been effected:
 - (i) in the case of a notice of a general meeting, on the day after the date of its posting; or
 - (ii) in any other case, at the time at which the letter would be delivered in the ordinary course of post.
- (b) Where a notice is sent by facsimile, the notice is to be taken to be given on the Business Day after it is sent.
- (c) Where a notice is sent by electronic mail, service of the notice is taken to be effected if the sender receives a confirmation of delivery and is to have been effected on the Business Day after it is sent.
- (d) Where the company gives a notice under rule 17.1(a)(ii) by exhibiting it at the registered office of the company, service of the notice is to be taken to be effected when the notice was first so exhibited.

17.6 Other communications and documents

Rules 17.1 to 17.5 (inclusive) apply, so far as they can and with necessary changes, to the service of any communication or document.

17.7 Notices in writing

A reference in this constitution to a notice in writing includes a notice given by facsimile or another form of written communication.

18 Rules

18.1 Power to formulate rules of the company

Without limiting the board's powers under this constitution, the board may from time to time pass resolutions to make regulations and rules relating to;

- (a) the qualifications of members and applicants for membership;
- (b) the procedure and timing of an application for admission;
- (c) procedure for nomination of directors;
- (d) the delegation by the board of its powers to committees;

- (e) the powers, role and function of any committee members, executive or directors (including the terms of appointment of any executive director);
- (f) any other matter not being inconsistent with this constitution which relates to the operations or conduct of the company.

18.2 Inconsistency

In the event of any inconsistency between rules or regulations formulated pursuant to rule 18.1 and the provisions of this constitution or the provisions of the Corporations Act, the provisions of this constitution and the Corporations Act shall prevail.

19 General

19.1 Submission to jurisdiction

Each member submits to the non-exclusive jurisdiction of the Supreme Court of the State or Territory in which the registered office of the company is located, the Federal Court of Australia and the Courts which may hear appeals from those Courts.

19.2 Prohibition and enforceability

Any provision of, or the application of any provision of, this constitution which is void, illegal, prohibited or unenforceable in any place:

- (a) is, in that place, ineffective only to the extent to which it is void, illegal, prohibited or unenforceable; and
- (b) does not affect the validity, legality or enforceability of that provision in any other place or of the remaining provisions in that or any other place.

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Schedule 1 — Dictionary

1 Dictionary

In this constitution:

Business Day means a day on which banks are open for business excluding Saturdays, Sundays and public holidays in the place where the company's registered office is located.

Cessation Event means:

- (a) in respect of a member of the company who is an individual:
 - (i) the death of the member;
 - (ii) the bankruptcy of the member; or
 - (iii) the member becoming of unsound mind or a person who is, or whose estate is, liable to be dealt with in any way under the law relating to mental health;
- (b) the member ceases to satisfy any eligibility criteria specified by the board; and
- (c) in respect of a member of the company who is a body corporate, the dissolution of the member or the succession by another body corporate to the assets and liabilities of the member.

Chair means the chair of a general meeting appointed in accordance with rule 10.5.

Corporations Act means *Corporations Act 2001* (Cth).

Expulsion Event means, in respect of a member:

- (a) the member has wilfully refused or neglected to comply with the provisions of this constitution;
- (b) the conduct of the member, in the opinion of the directors, is unbecoming of the member or prejudicial to the interests or reputation of the Company; or
- (c) the member is, or any step is taken for the member to become, an externally administered body corporate).

Representative, in relation to a body corporate, means a representative of the body corporate appointed under section 250D of the Corporations Act or a corresponding previous law.

Seal means any common seal, duplicate seal, seal or certificate seal of the company.

2 Interpretation

2.1 General

- (a) A member is to be taken to be present at a general meeting if the member is present in person or by proxy, attorney or Representative.

- (b) A director is to be taken to be present at a meeting of directors if the director is present in person or by alternate director.
- (c) Where a provision of this constitution establishes an office of chair, the chair may be referred to as a chairman or chairwoman, as the case requires.
- (d) A reference in a rule in general terms to a person holding or occupying a particular office or position includes a reference to any person who occupies or performs the duties of that office or position for the time being.
- (e) In this constitution, headings and underlinings are for convenience only and do not affect the interpretation of this constitution and, unless the contrary intention appears:
 - (i) words importing the singular include the plural and vice versa;
 - (ii) words importing a gender include every other gender;
 - (iii) words used to denote persons generally or importing a natural person include any company, corporation, body corporate, body politic, partnership, joint venture, association, board, group or other body (whether or not the body is incorporated);
 - (iv) a reference to a person includes that person's successors and legal personal representatives;
 - (v) a reference to any statute, regulation, proclamation, ordinance or by-laws includes all statutes, regulations, proclamations, ordinances or by-laws varying, consolidating or replacing them and a reference to a statute includes all regulations, proclamations, ordinances and by-laws issued under that statute; and
 - (vi) where a word or phrase is given a particular meaning, other parts of speech and grammatical forms of that word or phrase have corresponding meanings.

2.2 Application of the Corporations Act

- (a) This constitution is to be interpreted subject to the Corporations Act.
- (b) Unless the contrary intention appears, an expression in a rule that deals with a matter dealt with by a provision of the Corporations Act, has the same meaning as in that provision.
- (c) Subject to rule (b), unless the contrary intention appears, an expression in a rule that is defined in section 9 of the Corporations Act has the same meaning as in that section.

2.3 Exercise of powers

- (a) The company may exercise in any manner permitted by the Corporations Act any power which under the Corporations Act a company limited by guarantee may exercise if authorised by its constitution.
- (b) Where this constitution provides that a person or body may do a particular act or thing and the word "may" is used, the act or thing may be done at the discretion of the person or body.

- (c) Where this constitution confers a power to do a particular act or thing, the power is, unless the contrary intention appears, to be taken as including a power exercisable in the like manner and subject to the like conditions (if any) to repeal, rescind, revoke, amend or vary that act or thing.
- (d) Where this constitution confers a power to do a particular act or thing with respect to particular matters, the power is, unless the contrary intention appears, to be taken to include a power to do that act or thing with respect to some only of those matters or with respect to a particular class or particular classes of those matters and to make different provision with respect to different matters or different classes of matters.
- (e) Where this constitution confers a power to make appointments to any office or position, the power is, unless the contrary intention appears, to be taken to include a power:
 - (i) to appoint a person to act in the office or position until a person is appointed to the office or position;
 - (ii) subject to any contract between the company and the relevant person, to remove or suspend any person appointed, with or without cause; and
 - (iii) to appoint another person temporarily in the place of any person so removed or suspended or in place of any sick or absent holder of such office or position.
- (f) Where this constitution confers a power or imposes a duty then, unless the contrary intention appears, the power may be exercised and the duty must be performed from time to time as the occasion requires.
- (g) Where this constitution confers a power or imposes a duty on the holder of an office as such then, unless the contrary intention appears, the power may be exercised and the duty must be performed by the holder for the time being of the office.
- (h) Where this constitution confers power on a person or body to delegate a function or power:
 - (i) the delegation may be concurrent with, or to the exclusion of, the performance or exercise of that function or power by the person or body;
 - (ii) the delegation may be either general or limited in any manner provided in the terms of delegation;
 - (iii) the delegation need not be to a specified person but may be to any person from time to time holding, occupying or performing the duties of, a specified office or position;
 - (iv) the delegation may include the power to delegate;
 - (v) where the performance or exercise of that function or power is dependent upon the opinion, belief or state of mind of that person or body in relation to a matter, that function or power may be performed or exercised by the delegate upon the opinion, belief or state of mind of the delegate in relation to that matter; and

- (vi) the function or power so delegated, when performed or exercised by the delegate, is to be taken to have been performed or exercised by the person or body.

2.4 Replaceable rules not to apply

The replaceable rules contained in the Corporations Act from time to time do not apply to the company.

2.5 Single member company

If at any time the company has only one member then, unless the contrary intention appears:

- (a) a reference in a rule to the "members" is a reference to that member; and
- (b) without limiting rule (a), a rule which confers power or imposes an obligation on the members to do a particular act or thing confers that power or imposes that obligation on that member.



SABDIA

CHARTERED ACCOUNTANTS

Partners in Prosperity

Al - Huda Educational Institute Ltd

ABN 65 603 724 269

Financial Statements

For the year ended 30 June 2015

Sabdia Chartered Accountants

ABN: 58 164 879 289

Suite 8 / 2898 Logan Road

Underwood QLD 4119

Phone: +61 7 3172 6603

Email: info@sabdia.net.au

AI - Huda Educational Institute Ltd
ABN 65 603 724 269

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AI - Huda Educational Institute Ltd
ABN 65 603 724 269
Detailed Profit and Loss Statement
For the year ended 30 June 2015

	2015
	\$
<hr/>	
Income	
Interest received	6.39
Donations	71,962.78
Total income	<u>71,969.17</u>
Expenses	
Bank Fees And Charges	25.50
Donations	29,125.50
Hall hire	3,225.00
Merchant fees	2.73
Total expenses	<u>32,378.73</u>
Profit from Ordinary Activities before income tax	<u>39,590.44</u>

The accompanying notes form part of these financial statements.

AI - Huda Educational Institute Ltd
ABN 65 603 724 269
Detailed Balance Sheet as at 30 June 2015

	Note	2015 \$
<hr/>		
Current Assets		
Cash Assets		
Westpac: 41-3062		39,590.44
		<u>39,590.44</u>
Total Current Assets		<u>39,590.44</u>
Total Assets		<u>39,590.44</u>
Net Assets		<u>39,590.44</u>
Equity		
Retained profits / (accumulated losses)		39,590.44
Total Equity		<u>39,590.44</u>

The accompanying notes form part of these financial statements.

AI - Huda Educational Institute Ltd
ABN 65 603 724 269
Directors' Declaration

The director of the company declares that:

1. the financial statements and notes are in accordance with the Corporations Act 2001 and:
 - (a) comply with Accounting Standards and the Corporations Regulations; and
 - (b) give a true and fair view of the company's financial position as at 30 June 2015 and of its performance for the year ended on that date;
2. in the director's opinion, there are reasonable grounds to believe that the company will be able to pay its debts as and when they become due and payable.

This declaration is made in accordance with a resolution of the director.

Dated:

AI - Huda Educational Institute Ltd**ABN 65 603 724 269****Compilation Report to AI - Huda Educational Institute Ltd**

We have compiled the accompanying general purpose financial statements of AI - Huda Educational Institute Ltd, which comprise the Statement of Profit or Loss and Other Comprehensive Income, Statement of Changes in Equity, Statement of Cash Flows and Statement of Financial Position as at 30 June 2015, a summary of significant accounting policies and other explanatory notes. These have been prepared in accordance with the financial reporting framework described in Note 1 to the financial statements.

The Responsibility of the Director of AI - Huda Educational Institute Ltd

The director of AI - Huda Educational Institute Ltd is solely responsible for the information contained in the general purpose financial statements and the reliability, accuracy and completeness of the information.

Our Responsibility

On the basis of information provided by the director of AI - Huda Educational Institute Ltd, we have compiled the accompanying general purpose financial statements in accordance with the financial reporting framework described in Note 1 to the financial statements and APES 315 Compilation of Financial Information.

We have applied our expertise in accounting and financial reporting to compile these financial statements in accordance with Australian Accounting Standards. We have complied with the relevant ethical requirements of APES 110 Code of Ethics for Professional Accountants.

Assurance Disclaimer

Since a compilation engagement is not an assurance engagement, we are not required to verify the reliability, accuracy or completeness of the information provided to us by management to compile these financial statements. Accordingly, we do not express an audit opinion or a review conclusion on these financial statements.

The general purpose financial statements were compiled for the benefit of the director of AI - Huda Educational Institute Ltd who is responsible for the reliability, accuracy and completeness of the information used to compile them. We do not accept responsibility for the contents of the general purpose financial statements.

Yaseen Sabdia
Sabdia Chartered Accountants
Suite 8 / 2898 Logan Road
Underwood QLD 4119

25 November, 2016



SABDIA
CHARTERED ACCOUNTANTS
Partners in Prosperity

Al - Huda Educational Institute Ltd

ABN 65 603 724 269

Financial Statements
For the year ended 30 June 2016

Sabdia Chartered Accountants

ABN: 58 164 879 289

Suite 8 / 2898 Logan Road

Underwood QLD 4119

Phone: +61 7 3172 6603

Email: info@sabdianet.au

AI - Huda Educational Institute Ltd
ABN 65 603 724 269

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AI - Huda Educational Institute Ltd
ABN 65 603 724 269
Detailed Profit and Loss Statement
For the year ended 30 June 2016

	2016	2015
	\$	\$
Income		
Interest received	243.09	6.39
Donations	580,810.62	71,962.78
Rents received	721.71	
Total income	<u>581,775.42</u>	<u>71,969.17</u>
Expenses		
Advertising and promotion	290.00	
Assets < \$1,000	89.00	
Bank Fees And Charges	75.70	25.50
Books	4,100.00	
Consultants fees	3,375.00	
Donations	16,393.12	29,125.50
Fees & charges	2,626.15	
General expenses	31.50	
Hall hire	3,536.50	3,225.00
Insurance	2,330.00	
Legal fees	1,580.00	
Merchant fees	3,076.25	2.73
M/V car - Fuel & oil	80.92	
Printing & stationery	262.98	
Rent on land & buildings	1,000.00	
Telephone	20.00	
Travel, accom & conference	722.86	
Total expenses	<u>39,589.98</u>	<u>32,378.73</u>
Profit from Ordinary Activities before income tax	<u>542,185.44</u>	<u>39,590.44</u>

The accompanying notes form part of these financial statements.

AI - Huda Educational Institute Ltd
ABN 65 603 724 269
Detailed Balance Sheet as at 30 June 2016

	Note	2016 \$	2015 \$
Current Assets			
Cash Assets			
Westpac: 41-3062		11,716.42	39,590.44
Westpac: 42-1564		762.46	
		<u>12,478.88</u>	<u>39,590.44</u>
Total Current Assets		<u>12,478.88</u>	<u>39,590.44</u>
Non-Current Assets			
Property, Plant and Equipment			
Lot 21 / 132 Eagle St, Redbank Plains		569,297.00	
		<u>569,297.00</u>	
Total Non-Current Assets		<u>569,297.00</u>	
Total Assets		<u>581,775.88</u>	<u>39,590.44</u>
Net Assets		<u>581,775.88</u>	<u>39,590.44</u>
Equity			
Retained profits / (accumulated losses)		581,775.88	39,590.44
Total Equity		<u>581,775.88</u>	<u>39,590.44</u>

The accompanying notes form part of these financial statements.

AI - Huda Educational Institute Ltd
ABN 65 603 724 269
Directors' Declaration

The director of the company declares that:

1. the financial statements and notes are in accordance with the Corporations Act 2001 and:
 - (a) comply with Accounting Standards and the Corporations Regulations; and
 - (b) give a true and fair view of the company's financial position as at 30 June 2016 and of its performance for the year ended on that date;
2. in the director's opinion, there are reasonable grounds to believe that the company will be able to pay its debts as and when they become due and payable.

This declaration is made in accordance with a resolution of the director.

Dated:

AI - Huda Educational Institute Ltd
ABN 65 603 724 269

Compilation Report to AI - Huda Educational Institute Ltd

We have compiled the accompanying general purpose financial statements of AI - Huda Educational Institute Ltd, which comprise the Statement of Profit or Loss and Other Comprehensive Income, Statement of Changes in Equity, Statement of Cash Flows and Statement of Financial Position as at 30 June 2016, a summary of significant accounting policies and other explanatory notes. These have been prepared in accordance with the financial reporting framework described in Note 1 to the financial statements.

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The general purpose financial statements were compiled for the benefit of the director of AI - Huda Educational Institute Ltd who is responsible for the reliability, accuracy and completeness of the information used to compile them. We do not accept responsibility for the contents of the general purpose financial statements.

Yaseen Sabdia
Sabdia Chartered Accountants
Suite 8 / 2898 Logan Road
Underwood QLD 4119

25 November, 2016



In the name of Allah, Most Gracious, Most Merciful

REDBANK COMMUNITY CENTRE

Al-Huda Educational Institute - ACN: 603 724 269
PO Box 127 Inala 4077 Brisbane QLD Australia
Email: shazad1k@hotmail.com Website: www.MasjidAlHuda.com.au

Date 13/10/17

Dear Madam

We Hope you are in good health, ..We like to inform you that we have start using the Building From the Date 10th October 2017 for the purpose which was approved by the council. We are running the Classes on Weekend 10 to 1.00pm and also after school hours from 5.00pm to 8.00pm Monday to Friday.

We look forward to hearing from you at your earliest convenience.

Regards

Mr Khan

Mob: +61 402457854

Email: shazad1k@hotmail.com



RATES CONCESSION POLICY

Document No:
A4241069

1.1 Objectives: The objective of this policy is to describe the criteria that determine which properties council may consider eligible for a rates concession and how an application for concession is processed and administered over time.

1.2 Regulatory Authority:

Local Government Act 2009, Chapter 4 Rates and Charges, Part 10 Concessions
Local Government Regulation 2012, Chapter 4 Rates and Charges, Part 10 Concessions
Australian Charities and Not-for-profits Commission
Charities Act 2013 (Commonwealth)
Charitable Funds Act 1958 (Queensland)
Office of Fair Trading Queensland, Associations, Charities and Not for Profits

1.3 Policy Statement:

The Rates Concession Policy shall be applied in accordance with Council's Revenue Policy and Budget and Rating Resolutions with the result that eligible property owners undertaking specified activities at the property receive a concession on their rates.

1.4 Scope:

The core matters addressed by the policy include which type of entities or landowners are eligible to be considered for a concession and the types of activities being conducted at the property that could be determined as qualifying for a concession.

This policy does not consider the concessions applicable for pensioners as the Pensioner Remission of Rates Policy deals with such matters.

This policy does not consider whether land is eligible to be exempt from rating, such determinations are made by reference to the appropriate legislation.

Eligible Property Owners

Property owners that are eligible to be considered for a concession:

- ∑ Charities; or
- ∑ Incorporated Associations and Not for Profit Organisations; or
- ∑ Property Owners that are natural persons suffering hardship,

For a property owner to be granted a concession by Council, they must not only be an eligible property owner but Council must be satisfied that activities being conducted on the property or services being delivered from the property are consistent with activities described as eligible for a concession.

Eligible Activities at the property

Eligible activities or services delivered at the property considered eligible to be considered for a concession.

Eligible Property Owner	Eligible Activities or Services Delivered at the property
Charities	<ul style="list-style-type: none">∑ The relief of those in need by reason of youth, age, ill-health, disability, financial hardship or other disadvantage; or∑ The preservation, restoration or maintenance of structures or places of cultural, environmental, historic, heritage or scientific significance to the Ipswich City Council local government area; or∑ To promote or assist in the promotion of providing educational, training or information aimed at youth development or leisure opportunities; or∑ The assistance or encouragement for the arts or cultural development; or∑ The provision of early childhood care and are affiliated with the Crèche and Kindergarten Association or is a community based early childhood provider.
Incorporated Associations and Not for Profit Organisations	<ul style="list-style-type: none">∑ The relief of those in need by reason of youth, age, ill-health, disability, financial hardship or other disadvantage; or∑ The preservation, restoration or maintenance of structures or places of cultural, environmental, historic, heritage or scientific significance to the Ipswich City Council local government area; or∑ The assistance or encouragement for the arts or cultural development; or∑ The provision of early childhood care and are affiliated with the Crèche and Kindergarten Association or is a community based early childhood provider; or∑ The provision of facilities for the conduct of amateur sport or recreational activities subject to any revenue from licensed premises, entrance fees or membership fees being deemed incidental to the main activity of conducting the sporting or recreational activities.
Property Owners suffering hardship	<ul style="list-style-type: none">∑ Property is owner occupied: and∑ Hardship status is confirmed by a financial assessment of the property owner's circumstances.

Concession applicable if Council resolves to allow concession

Eligible Property Owner	Concession
Charities	∑ General Rates Concession of 100%
Incorporated Associations and Not for Profit Organisations	∑ General Rates Concession of 100%
Property Owners suffering hardship	∑ Deferral of liability to pay rates for 6 months. Rates will still accrue over this period to be paid after the deferral period of 6 months.

1.5 Roles and responsibilities:

Council Officers in the Rating and Billing Team respond to enquiries and process applications for Concessions in accordance with Policy and Procedure. For approved concessions they make the necessary adjustments to the rates levied.

Divisional Councillors are consulted at the time of application before a recommendation is made to Council if the property the subject of the application is within their Electoral Division.

Council, Recommendations for Concessions are presented to Council and do not take effect until Council has resolved to grant the concession.

Council, reviews concessions annually and makes a resolution each financial year of the concessions to be applied.

Chief Financial Officer has overall responsibility for delivery of the objectives and compliance with the legislation, Policy and Procedures.

1.6 Definitions:

Charity as defined by reference to the Australian Charities and Not-for-profits Commission, Charities Act 2013 (Commonwealth), Charitable Funds Act 1958 (Queensland) and the Office of Fair Trading Queensland published information concerning: Associations, Charities and Not for Profits organisations.

A Not for Profit or Incorporated Organisation is an organisations that incorporates in its objectives and constitution that it does not make a profit which is distributed to the directors or principals but is only distributed for the purpose of the continued operation of the organisation. Such an organisation is usually currently registered with the Australian Charities and Not for Profits Commission and the Office of Fair Trading Queensland.

Property owner suffering hardship is a natural person that can demonstrate that payment of rates within the prescribed time period will or has affected the well being of one or more individuals residing at the property in such a way as to constitute an unreasonable outcome based on present community standards.

1.7 Policy Author:

Strategic Client Office Manager is responsible for maintaining of this policy.

Date of Council Resolution: 27 June 2017**Committee Reference and Date:** City Management, Finance and Community Engagement Board No. 2017(06) of 20 June 2017**No. of Resolution:** 4**Date to be reviewed:** 27 June 2019

A4585380

15 November 2017

MEMORANDUM

TO: CHIEF FINANCIAL OFFICER

FROM: RATES/PROPERTY MANAGER

RE: REQUEST FOR RATES CONCESSION
VARIOUS PROPERTIES

INTRODUCTION:

This is a report by the Rates/Property Manager dated 15 November 2017 concerning a request from Ipswich Housing and Support Services Inc (Ipswich Housing SS), for a rates concession of the general rates on various properties that they lease across Ipswich (Attachment A).

BACKGROUND:

Council Rates Concession Policy allows for a general rate concession of a 100% remission of the differential general rates on properties that meet the criteria outlined in the policy (Attachment C).

Ipswich Housing SS is a not-for-profit organisation which lease properties across the Ipswich region to provide accommodation and support to families and individuals in financial crisis.

Ipswich Housing SS have rolling short term, 12 month leases from Queensland Housing for these properties. Councils across Queensland have an arrangement with Queensland Housing that notwithstanding that the State owns the dwellings, that the State will pay General Rates on the properties.

Short term leases are not registered with Land Titles. If 5+ year leases could be negotiated with the State, then the leases would be registered with Land Titles and Ipswich Housing SS would be responsible for the rates, as if they were the owner. Council could then consider them for a concession.

In accordance with the Rate Concession Policy adopted by Council on 27 June 2017, this organisation does not meet the criteria to be considered for a rate concession as they are not the owners of the properties and Council does not consider them to be liable for payment of the rates.

ATTACHMENTS:

Name of Attachment	Attachment
Letter requesting rates concession	Attachment A
Rate Concession Policy	Attachment B

RECOMMENDATION:

That the request for rate concession of 100% remission of the differential general rates for the various properties across the Ipswich region that Ipswich Housing and Support Services Inc lease (Attachment A), not be granted and Ipswich Housing and Support Services Inc be advised to investigate if they could negotiate 5+ year leases with the State.

Tina Huggins

RATES/PROPERTY MANAGER

I concur with the recommendation contained in this report.

Richard Bennett

STRATEGIC CLIENT OFFICE MANAGER

I concur with the recommendation contained in this report.

Andrew Roach

CHIEF FINANCIAL OFFICER



IPSWICH HOUSING & SUPPORT SERVICES INC

5 October 2017

Dear Kylie,

I am writing to you today in relation to the Emergency Accommodation properties we manage in the Ipswich region under the Department of Housing & Public Works Crisis Accommodation Program (CAP). Our Crisis Accommodation Program offers short-term accommodation at a reduced rent (approx. 15% of client income) to families and single women who are homeless or at risk of becoming homeless.

Whilst we do not own the properties (State owned) we are responsible for all costs associated with the properties including Rates and Water charges.

This equates to a large portion of our rental income on the properties being used for this purpose leaving minimal income for other essential property expenses such as repairs and insurances.

In the 2016-2017 financial year we spent \$13 526.85 on rates, and \$17 424.54 on water charges for 7 properties.

We have been informed that as a Non-Government Not for Profit Organisation we may be able to access a reduced rate for some of these charges?

A number of years ago we wrote to C/r Trevor Nardi about the issue and at the time he advised that we were unable to access any changes however did advise that the rules may be changing in the future.

We are now requesting a review to see if we are able to access any reduced rates & water charges and/or if we are currently receiving the reduced rates.

I am unclear if council are able to effect adjustments to water charges and advise that we do take a small contribution from our tenants to assist with the water costs (\$7089.46 in 2016-2017).

In the last instance we were required to obtain letters from the Department of Housing (as owners) to request the review and I believe would be able to do this again as our local Department of Housing office have advised they will support us in this action.

We would be most appreciative if you were able to investigate any concession possibilities for our service and/or advise if we are currently receiving any reduced rates.

Yours Sincerely

Bianca Law
(BSocSc)
Manager



RATES CONCESSION POLICY

Document No:
A4241069

1.1 Objectives: The objective of this policy is to describe the criteria that determine which properties council may consider eligible for a rates concession and how an application for concession is processed and administered over time.

1.2 Regulatory Authority:

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Local Government Regulation 2012, Chapter 4 Rates and Charges, Part 10 Concessions
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Office of Fair Trading Queensland, Associations, Charities and Not for Profits

1.3 Policy Statement:

The Rates Concession Policy shall be applied in accordance with Council's Revenue Policy and Budget and Rating Resolutions with the result that eligible property owners undertaking specified activities at the property receive a concession on their rates.

1.4 Scope:

The core matters addressed by the policy include which type of entities or landowners are eligible to be considered for a concession and the types of activities being conducted at the property that could be determined as qualifying for a concession.

This policy does not consider the concessions applicable for pensioners as the Pensioner Remission of Rates Policy deals with such matters.

This policy does not consider whether land is eligible to be exempt from rating, such determinations are made by reference to the appropriate legislation.

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Property owners that are eligible to be considered for a concession:

- ∑ Charities; or
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- ∑ Property Owners that are natural persons suffering hardship,

For a property owner to be granted a concession by Council, they must not only be an eligible property owner but Council must be satisfied that activities being conducted on the property or services being delivered from the property are consistent with activities described as eligible for a concession.

Eligible Activities at the property

Eligible activities or services delivered at the property considered eligible to be considered for a concession.

Eligible Property Owner	Eligible Activities or Services Delivered at the property
Charities	<ul style="list-style-type: none">Σ The relief of those in need by reason of youth, age, ill-health, disability, financial hardship or other disadvantage; orΣ The preservation, restoration or maintenance of structures or places of cultural, environmental, historic, heritage or scientific significance to the Ipswich City Council local government area; orΣ To promote or assist in the promotion of providing educational, training or information aimed at youth development or leisure opportunities; orΣ The assistance or encouragement for the arts or cultural development; orΣ The provision of early childhood care and are affiliated with the Crèche and Kindergarten Association or is a community based early childhood provider.
Incorporated Associations and Not for Profit Organisations	<ul style="list-style-type: none">Σ The relief of those in need by reason of youth, age, ill-health, disability, financial hardship or other disadvantage; orΣ The preservation, restoration or maintenance of structures or places of cultural, environmental, historic, heritage or scientific significance to the Ipswich City Council local government area; orΣ The assistance or encouragement for the arts or cultural development; orΣ The provision of early childhood care and are affiliated with the Crèche and Kindergarten Association or is a community based early childhood provider; orΣ The provision of facilities for the conduct of amateur sport or recreational activities subject to any revenue from licensed premises, entrance fees or membership fees being deemed incidental to the main activity of conducting the sporting or recreational activities.
Property Owners suffering hardship	<ul style="list-style-type: none">Σ Property is owner occupied: andΣ Hardship status is confirmed by a financial assessment of the property owner's circumstances.

Concession applicable if Council resolves to allow concession

Eligible Property Owner	Concession
Charities	∑ General Rates Concession of 100%
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Property owner suffering hardship is a natural person that can demonstrate that payment of rates within the prescribed time period will or has affected the well being of one or more individuals residing at the property in such a way as to constitute an unreasonable outcome based on present community standards.

1.7 Policy Author:

Strategic Client Office Manager is responsible for maintaining of this policy.

Date of Council Resolution: 27 June 2017**Committee Reference and Date:** City Management, Finance and Community Engagement Board No. 2017(06) of 20 June 2017**No. of Resolution:** 4**Date to be reviewed:** 27 June 2019

City Management, Finance and Community Engagement Committee	
Mtg Date: 23.01.18	OAR: YES
Authorisation: Andrew Roach	

21 December 2017

MEMORANDUM

TO: CHIEF FINANCIAL OFFICER

FROM: SENIOR PROPERTY OFFICER

RE: LEASE RENEWAL TO THE STATE OF QUEENSLAND (REPRESENTED BY PUBLIC SAFETY BUSINESS AGENCY) – MOUNT FORBES RURAL FIRE BRIGADE
34 CHAMPIONS WAY, WILLOWBANK
LEASE E IN PART OF LOT 1 ON SP108209
DIVISION 10

INTRODUCTION:

This is a report by the Senior Property Officer dated 21 December 2017 concerning the renewal of a further ground lease to The State of Queensland, represented by the Public Safety Business Agency (“PSBA”) over the land at 34 Champions Way, Willowbank being Lease E in part of Lot 1 on SP108209.

BACKGROUND:

34 Champions Way, Willowbank, described as Lease E in part of Lot 1 on SP109209 occupies 2,500 square metres and is freehold land owned by Council. Please refer to the attached Locational plan – Attachment A.

On 1 July 1996, a twenty (20) year lease was entered into with the former Commissioner of Fire Service. A building to accommodate the Rural Fire Service infrastructure was subsequently constructed.

In 2013, the PSBA was established by the State Government as an agency to perform a variety of roles including asset custodian and management services for the former Queensland Fire and Rescue Authority.

NEGOTIATIONS:

Property Services recently entered into negotiations with the PSBA for the renewal of the occupancy. The renewal of this lease had previously been held in abeyance due to the Ipswich Motorsport Precinct (IMP) Masterplan and the potential of redeveloping the subject site. If this was to occur, alternative locations were in the process of being considered.

As a result of Council’s recent change in direction with IMP, negotiations recommenced with the PSBA.

Following discussions, Property Services recommends entering into a lease on the following basis:

Lease Term:	10 years
Date of Commencement:	1 July 2017*
Rental:	\$1.00 per annum (excluding GST), if demanded
Annual Reviews:	Nil
Ownership:	The lease will note that ownership of the improvements upon the land is with the Lessee, however, in the event that the lease is not renewed or within seven (7) days of expiry, ownership of the improvements will pass to the Council.
Maintenance:	As the improvements are owned by the Lessee, the Lessee will be responsible for all maintenance, repairs and upgrade works within the leased area.

*Council Resolutions have been obtained for the renewal of two (2) Rural Fire Brigade leases, being 166 Edward Street Marburg and 2 Gimpels Road, Mutdapilly (Refer Attachment B). To ensure consistency across the portfolio, it is proposed that all leases in favour of PSBA have the same lease commencement/expiry dates to streamline management functions for both parties.

CONSULTATION:

A copy of this report has been provided to Councillor Pahlke (Division 10).

CONCLUSION:

It is recommended that Council proceed to enter into a ten (10) year Lease with The State of Queensland, represented by the Public Safety Business Agency for a rental consideration of \$1.00 per annum, if demanded (excluding GST).

ATTACHMENT:

Name of Attachment	Attachment
Locational Plan	Attachment A
Extract of Council Resolutions	Attachment B

RECOMMENDATION:

- A. That Council, resolve pursuant to section 236(2) of the *Local Government Regulation 2012* (the Regulation) that the exemptions under sections 236(1)(b)(i) and 236(1)(c)(iii) of the Regulation apply to the disposal of the leasehold interest located at 34 Champions Way, Willowbank and described as Lease E in part of Lot 1 on SP108209 (“the land”), by way of a renewed leasehold arrangement between Council and The State of Queensland, represented by the Public Safety Business Agency for a consideration sum of \$1.00 per annum, if demanded (excluding GST).
- B. That Council enter into a lease with The State of Queensland, represented by the Public Safety Business Agency (“Lessee”) for a period of ten (10) years.
- C. That the Chief Executive Officer be authorised to negotiate and finalise the terms of the Trustee Lease to be executed by Council and to do any other acts necessary to implement Council’s decision in accordance with section 13(3) of the *Local Government Act 2009*.

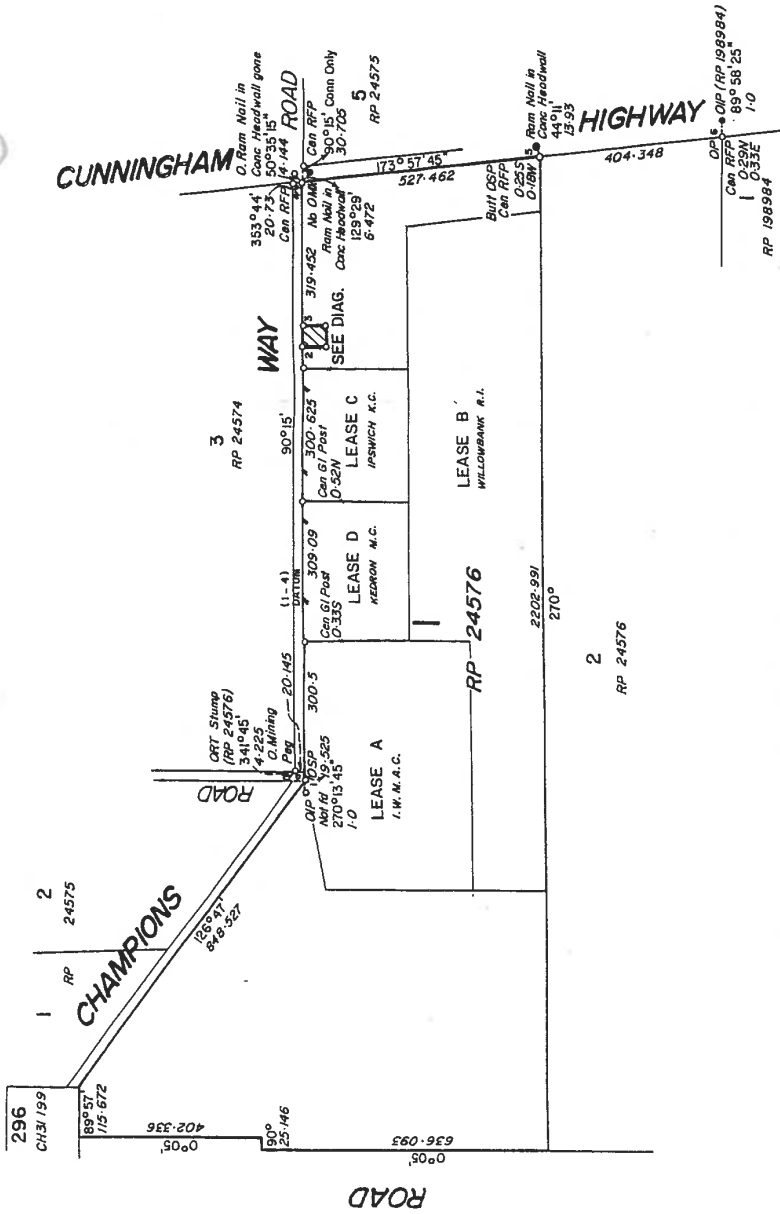
Leisa Liggett

SENIOR PROPERTY OFFICER (PROPERTY SERVICES)

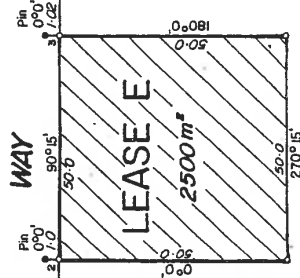
I concur with the recommendations contained in this report.

Andrew Roach

CHIEF FINANCIAL OFFICER



CHAMPIONS WAY



DIAG
SCALE 1:100

I, Shawn Patrick VERRENKAMP, hereby certify that I have surveyed the land comprised in this plan personally, that the plan is accurate, that the said survey was performed in accordance with the Surveyors Act 1977 and the Surveyors Regulation 1992 and that the said survey was completed on 15/2/95.

S.P. Verrenkamp
..... Licensed Surveyor
Date 15/2/95.

Peg placed at all new corners unless otherwise noted.

LESSEE: QUEENSLAND EMERGENCY SERVICES RURAL FIRE DIVISION

BAIRD HAYES
CONSULTING SURVEYORS
P.O. BOX 867
IPSWICH 4305.
"Bartle Frere"
77 RODERICK ST.,
Ph. 3812 2076
Fax 3812 1614

PLAN OF LEASE E IN
LOT 1 on RP24576
PARISH of JEEBROPILLY
COUNTY of CHURCHILL
SCALE 1:10000

REF: 8901
DWG: L1/C

TITLE REFERENCE
18385074
MAP REFERENCE
9442 - 423

EXTRACT of Search Snapshot: Council Adopted Reports CMFCEC 15 August 2017

Classification: Inherited - Unclassified
Caveats:

Search Details

Executed by:		Query:	
Executed on:	22/08/2017 12:02:02 PM	Criteria:	and parent file is '2017 For Committee - City Management, Finance and Community Engagement'
Type of objects to find:	document		and comment contains 'adopted'
Number of objects found:	9		and comment contains 'August'
Max. number of results:	200		
Scope:	local		
<input type="checkbox"/> Include deleted items			
<input checked="" type="checkbox"/> Search object metadata			
<input checked="" type="checkbox"/> Search document contents			

Results 1 to 9

Name	Parent	Board/committee	Comment
1. 05. BECAME ITEM 05 - WAS ITEM 05 CMFCEB - Lease Renewal to the State of Queensland (Represented by Public Safety Business Agency) -Rural Fire Service Part of 166 Edmond Street Marburg - Part of lot 2 on PR77754 - Division 10 - CMFCEB August 2017	08. August 2017 CMFCE	CMFCEC	Adopted at Council Ordinary Meeting 22 August 2017 - Refer: City Management, Finance and Community Engagement Committee No. 2017(08) of 15 August 2017 Transferred from CMFCEB as item 5 to from CMFCEC as Item 5.
2. 06. BECAME ITEM 06 - WAS ITEM 06 CMFCEB - Lease Renewal to the State of Queensland (Represented by Public Safety Business Agency) - Rural Fire Service Part of Lot 2 Gimpels Road Mutdapilly - Part of Lot 2 on RP115777 Scenic Rim Regional Council	08. August 2017 CMFCE	CMFCEC	Adopted at Council Ordinary Meeting 22 August 2017 - Refer: City Management, Finance and Community Engagement Committee No. 2017(08) of 15 August 2017 Transferred from CMFCEB as Item 6 to CMFCEC as item 6.

City Management, Finance and Community Engagement Committee	
Mtg Date: 23.01.18	OAR: YES
Authorisation: Andrew Roach	

23 November 2017

MEMORANDUM

TO: ACTING CHIEF EXECUTIVE OFFICER

FROM: SENIOR PROPERTY OFFICER

RE: LEASE RENEWAL TO ROBERT JAMES CARRUTHERS
PART OF 7-9 JOHN STREET, ROSEWOOD
DESCRIBED AS PART OF LOT 9 ON RP906761
DIVISION 10

INTRODUCTION:

This is a report by the Senior Property Officer dated 23 November 2017 concerning the lease renewal to Robert James Carruthers for the purpose of an office building located at 7-9 John Street, Rosewood and described as part of Lot 9 on RP906761.

BACKGROUND:

On 15 August 2017, a Council Resolution was obtained (Refer to Attachment 1) to renew the lease to LAAMS Qld Pty Ltd, trading as Carruthers Solicitors, who have been operating as a local legal practice in the Rosewood community since the original lease commenced in 2004.

Property Services proceeded to negotiate a new lease arrangement to ensure that the rental income was commensurate with prevailing market conditions. Following adoption of the report, lease documents were drafted and issued to the Lessee for execution in favour of LAAMS Qld Pty Ltd with Robert David Carruthers as Guarantor.

Following issue of the documentation, the Lessee advised that LAAMS Qld Pty Ltd whilst still an incorporated and registered entity, was no longer utilised by the Lessee. Robert David Carruthers advised that he had sought approval from Council to assign the leasehold interest in 2005.

KEY CONSIDERATIONS:

From the material available, it appears that the Commercial Tenancy Agreement was assigned to Robert David Carruthers and the fact that the rent has been billed, supports this claim.

Therefore, Property Services considers that Robert David Carruthers is the tenant for the purposes of s 236(1)(c)(iii) being the exception that 'the disposal is for the purpose of renewing the lease of land to the existing tenant of the land'.

CONSULTATION:

Consultation has been undertaken with Councillor Pahlke (Division 10).

CONCLUSION:

It is recommended that Council proceed to enter into a two (2) year Lease with a three (3) year option with LAAMS Qld Pty Ltd for a rental consideration of \$17,694.45 per annum including GST.

ATTACHMENTS:

Name of Attachment	Attachment
Previous Council Resolution	Attachment A
Locational Plan	Attachment B

RECOMMENDATION:

- A. That the previous decision of Council, as per Item No. 8 of the City Management, Finance and Community Engagement Committee No. 2017(08) of 15 August 2017 and adopted by the Council Ordinary meeting of 22 August 2017, be repealed.
- B. That Council resolve pursuant to section 236(2) of the *Local Government Regulation 2012* (the Regulation) that the exemptions under sections 236(1)(c)(iii) of the Regulation apply to the disposal of the leasehold interest located at part of 7–9 John Street, Rosewood and described as part of Lot 9 on RP906761 ("the land"), by way of a leasehold arrangement between Council and Robert David Carruthers for a consideration sum of \$17,694.45 per annum (including GST).
- C. That Council enter into a lease with Robert David Carruthers ("the tenant") for a period of two (2) years with a three (3) year option period.
- D. That the Chief Executive Officer be authorised to negotiate and finalise the terms of the Trustee Lease to be executed by Council and to do any other acts necessary to implement Council's decision in accordance with section 13(3) of the *Local Government Act 2009*.

Leisa Liggett
SENIOR PROPERTY OFFICER (PROPERTY SERVICES)

I concur with the recommendations contained in this report.

Andrew Roach
CHIEF FINANCIAL OFFICER

City Management, Finance and Community Engagement Committee No. 2017 (08) of
15 August 2017

8. LEASE RENEWAL TO LAAMS QLD PTY LTD, PART OF 7-9 JOHN STREET, ROSEWOOD,
DESCRIBED AS PART OF LOT 9 ON RP906761 – DIVISION 10

With reference to a report by the Senior Property Officer dated 20 July 2017 concerning the lease renewal to LAAMS Qld Pty Ltd for the purpose of an office building located at 7-9 John Street, Rosewood.

RECOMMENDATION

- A. That Council resolve pursuant to section 236(2) of the *Local Government Regulation 2012* (the Regulation) that the exemptions under sections 236(1)(c)(iii) of the Regulation apply to the disposal of the leasehold interest located at part of 7–9 John Street, Rosewood and described as part of Lot 9 on RP906761 (“the land”), by way of a leasehold arrangement between Council and LAAMS Qld Pty Ltd for a consideration sum of \$17,694.45 per annum (including GST).
 - B. That Council enter into a lease with LAAMS Qld Pty Ltd (“the tenant”) for a period of two (2) years with a three (3) year option period.
 - C. That the Chief Executive Officer be authorised to negotiate and finalise the terms of the Trustee Lease to be executed by Council and to do any other acts necessary to implement Council’s decision in accordance with section 13(3) of the *Local Government Act 2009*.
-



IPSWICH CITY COUNCIL PROPERTY PLAN

Lotplan 9RP906761
Suburb/Locality: ROSEWOOD

Division: 10

Title Area: 2393 m2

Tenure: FH



Owner: Ipswich City Council Program 31

Address: 7-9 JOHN STREET ROSEWOOD QLD 4340

While every care is taken by Ipswich City Council (ICC) and Department of Environment and Resource Management (DERM) to ensure the accuracy of this data, ICC and DERM jointly and severally make no representations or warranties about it's accuracy, reliability, completeness, or suitability for any particular purpose and disclaim all responsibility and all liability (including without limitation, liability in negligence) for all expenses, losses, damages (including indirect or consequential damage) and costs which may be incurred as a result of data being inaccurate or incomplete in any way and for any reason. Based on data provided with the permission of the Department of Environment and Resource Management : Cadastral Data (03/2014)



12 January 2018

MEMORANDUM

TO: CHIEF FINANCIAL OFFICER

FROM: CORPORATE SERVICES AND RISK MANAGER

RE: COUNCILLOR TRAVEL AND TRAINING REQUESTS

INTRODUCTION:

This is a report by the Corporate Services and Risk Manager dated 12 January 2018 concerning councillor travel and training requests.

BACKGROUND:

The Ipswich City Council expenses Reimbursement Policy (the policy) states that councillors are required to attend approved conferences/workshops to either deliver a paper or as a delegate or representative of Council. Such attendances are to be approved by Council resolution or, for matters that require out of session approval, approved by the Chief Executive Officer and as per the Ipswich City Council Councillor Expenses Reimbursement and Administrative Support Procedure, reported by the Chief Executive Officer at the next Council meeting.

The attachment contains training, conference and workshop travel for councillors requiring Council approval.

ATTACHMENTS:

Name of Attachment	Attachment
Training, conference and workshop travel to be approved by Council	Attachment A

RECOMMENDATION:

That Council, in accordance with the "*Ipswich City Council Expenses Reimbursement*" Policy, approve the councillor training/conference/workshop travel as detailed in Attachment A to the report by the Corporate Services and Risk Manager dated 12 January 2018.

Laura Nicholls

CORPORATE SERVICES AND RISK MANAGER

I concur with the recommendation contained in this report.

Andrew Roach

CHIEF FINANCIAL OFFICER

ATTACHMENT A

**COUNCILLOR WORKSHOP/CONFERENCE TRAVEL AND/OR TRAINING REQUIRING COUNCIL APPROVAL
IN ACCORDANCE WITH THE EXPENSES REIMBURSEMENT POLICY**

Councillor	Conference/Event/Training	Location	Estimated Training/Conference Dates
Cr Paul Tully	Australian Mayoral Aviation Council Executive Meeting	Adelaide	2-3 February 2018

City Management, Finance and Community Engagement Committee	
Mtg Date: 23.01.18	OAR: YES
Authorisation: Andrew Roach	

15 December 2017

MEMORANDUM

TO: ACTING CHIEF EXECUTIVE OFFICER

FROM: ACTING SENIOR PROPERTY OFFICER

RE: PROPOSED RESUMPTION OF LAND
254 BRISBANE STREET, WEST IPSWICH AND DESCRIBED AS LOT 2 RP23956
DIVISION 7

INTRODUCTION:

This is a report by the Acting Senior Property Officer dated 15 December 2017 concerning the proposed resumption of part of the land located at 254 Brisbane Street, Ipswich and described as part of Lot 2 on RP23956 for strategic road purposes to facilitate the Brisbane Street, West Ipswich Interim Multi-Land Upgrade.

BACKGROUND:

Council have undertaken the detailed design for the Brisbane Street, West Ipswich Interim Multi-Land Upgrade to facilitate the new kerb alignment to suit the vehicle turning paths around this section of the proposed intersection upgrade. A three (3) metre wide verge is also required to allow for realignment of pedestrian pram ramps and adjoining pedestrian movement. The property boundary will be realigned to match the existing building footpath. Concept planning completed for the project has identified a property requirement from part of 254 Brisbane Street, West Ipswich to accommodate the required road upgrades as the building structure is currently encroaching on Brisbane Street. The building structure will not be affected as a result of this acquisition. Preconstruction activities are proposed to commence in the 2017-2018 financial year.

Confidential Background Papers

Confidential Background Detail	Background Details
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RECOMMENDATION:

- A. That Council, having duly considered this report, be of the opinion that part of Lot 2 on RP23956 containing an approximate area of 9m² (shown in Attachment A of the confidential background details) ('the Land') is required for road purposes.
- B. That Council exercise its power as a "constructing authority" under the *Acquisition of Land Act 1967* to resume the Land for road purposes.
- C. That the Chief Executive Officer be authorised to negotiate compensation and perform any other matters, arising out of the *Acquisition of Land Act 1967* or otherwise, to effect the resumption of the Land.
- D. That if, in the opinion of the Chief Executive Officer, acquisition of the Land for appropriate compensation can be achieved through negotiation without commencing a resumption process, the Chief Executive Officer be authorised to acquire the Land for appropriate compensation.

Kerry Perrett

ACTING SENIOR PROPERTY OFFICER (PROPERTY SERVICES)

I concur with the recommendations contained in this report.

Charlie Dill

CHIEF OPERATING OFFICER (INFRASTRUCTURE SERVICES)

I concur with the recommendations contained in this report.

Andrew Roach

CHIEF FINANCIAL OFFICER

City Management, Finance and Community Engagement Committee	
Mtg Date: 23.01.18	OAR: YES
Authorisation: Andrew Roach	

7 December 2017

MEMORANDUM

TO: ACTING CHIEF EXECUTIVE OFFICER

FROM: ACTING SENIOR PROPERTY OFFICER

RE: PROPOSED RESUMPTION OF LAND
55 BRISBANE STREET, IPSWICH AND DESCRIBED AS LOT 2 RP76498
DIVISION 7

INTRODUCTION:

This is a report by the Acting Senior Property Officer dated 7 December 2017 concerning the proposed resumption of part of land located at 55 Brisbane Street, Ipswich and described as Lot 2 on RP76498 for strategic road purposes to facilitate the Marsden Parade realignment.

BACKGROUND:

Council are currently preparing the detailed design for the initial two lane Marsden Parade realignment, creating a four-way signalised intersection with Brisbane Street and Gordon Street. The project will realign the southern portion of Marsden Parade to create a continuous northern south road connection between Warwick Road (in the south) and Bremer Street (in the north), providing an alternate road link to East Street.

This section of Brisbane Street is controlled by the Department of Transport and Main Roads (TMR). As such Council requested in principal approval from TMR for the proposed road works to ensure the detail design could proceed with certainty. Council's initial concept planning had sort to avoid impacts to the property at 55 Brisbane Street, Ipswich by banning the left turn movement from Brisbane Street to the Marsden Parade Realignment. However TMR have advised that left turn movements from Brisbane Street to the Marsden Parade realignment must be facilitated at the proposed signalised intersection.

The revised concept planning based on TMR's requirements has identified a property requirement from part of 55 Brisbane Street, Ipswich to accommodate the required road upgrades. Construction activities for the initial two lane Marsden Parade realignment are proposed to commence in the 2018-2019 financial year (pending funding approval), with a longer term four lane upgrade proposed beyond 10 years.

Confidential Background Papers

Confidential Background Detail	Background Details
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RECOMMENDATION:

- A. That Council, having duly considered this report, be of the opinion that Lot 2 on RP76498 containing an approximate area of 513m² (shown in Attachment A of the confidential background details) ('the Land') is required for road purposes.
- B. That Council exercise its power as a "constructing authority" under the *Acquisition of Land Act 1967* to resume the Land for road purposes.
- C. That the Chief Executive Officer be authorised to negotiate compensation and perform any other matters, arising out of the *Acquisition of Land Act 1967* or otherwise, to effect the resumption of the Land.
- D. That if, in the opinion of the Chief Executive Officer, acquisition of the Land for appropriate compensation can be achieved through negotiation without commencing a resumption process, the Chief Executive Officer be authorised to acquire the Land for appropriate compensation.

Kerry Perrett

ACTING SENIOR PROPERTY OFFICER (PROPERTY SERVICES)

I concur with the recommendations contained in this report.

Charlie Dill

CHIEF OPERATING OFFICER (INFRASTRUCTURE SERVICES)

I concur with the recommendations contained in this report.

Andrew Roach

CHIEF FINANCIAL OFFICER

City Management, Finance and Community Engagement Committee	
Mtg Date: 23.01.18	OAR: YES
Authorisation: Andrew Roach	

3 January 2018

MEMORANDUM

TO: ACTING CHIEF EXECUTIVE OFFICER

FROM: SENIOR PROPERTY OFFICER

RE: PROPERTY ACQUISITION – 98A WINDLE ROAD, BRASSALL
DESCRIBED AS LOT 448 ON CH31188
DIVISION 6

INTRODUCTION:

This is a report by the Senior Property Officer dated 3 January 2018 concerning the acquisition of 98A Windle Road, Brassall and described as Lot 448 on CH31188. (Refer Confidential Background Papers).

BACKGROUND:

98A Windle Road is 6.171 hectares in area, is an irregular shaped and inside allotment that falls gently to the rear boundary which aligns with Ironpot Creek. (Refer Confidential Background Papers as Attachment A). A natural depression traverses the land in an easterly to westerly direction about midway between its southern and northern boundaries. The land is of low to medium elevation with about half of the subject land constrained by flooding. This includes rear land and a strip which traverses the site in an easterly to westerly direction to its frontage. There are portions of the land to the north-east and south-east corners which are not constrained by flooding. Windle Road is a two (2) way, two (2) lane suburban street. It is bitumen sealed with concrete kerb and channel. The unnamed road at the front of the subject land is not constructed or maintained. Vehicular access is provided using a track which connects the subject land to Windle Road. The track is approximately 200 metres long.

The land is zoned REC – Recreation (98.45%) and RL02 – Residential Low Density (Sub Area 2) (1.55%) under the Ipswich City Council Town Plan.

Improvements upon the property are reported to include a medium set, 3 bedroom, two (2) sleep out dwelling constructed in the 1940's. Ancillary improvements include a garage and carport.

The subject property is adjacent to Council owned vacant land situated at 100 Windle Road, Brassall. Prior to Council's ownership, 100 Windle Road was the subject of a development application to subdivide the land into 68 residential lots. The Brassall Planning Study adopted by council on 23 January 2006 identified both 98A and 100 Windle Road as green space. The sites were identified in both the Ipswich Planning Scheme and Ipswich Public Parks Strategy to be utilised as a Local Sports Ground, Local Recreation and Local Linear Parkland for the purpose of servicing the emerging local community.

Due to the zoning issues, consideration of the 2006 application relating to the development of 100 Windle Road had been delayed and subsequently the development application was withdrawn in July 2007.

With no development application over the site, Council had the opportunity to acquire this land for the purpose of Local Sports Ground, Local Recreation and Local Linear Parkland and was acquired by negotiation on 7 April 2008.

At that time, the owner of 98A Windle Road made representations to Council of their interest in disposing of the property by negotiation. Negotiations with this property owner have been extensive and ongoing since 2007.

On 4 December 2012, a Council resolution was passed concerning the acquisition of the subject property. (Refer Confidential Background Papers as Attachment B). Extensive negotiations took place with the property owner, however, on 3 April 2014, Council withdrew on the basis of funding constraints. (Refer Confidential Background Papers as Attachment C).

On 11 November 2016, a Council resolution was passed concerning the prioritised strategic acquisition of land for open space through the 2016-2017 Open Space Developer Contributions Program. (Refer Confidential Background Papers as Attachment D).

This resolution outlined the Council's prioritisation assessment methodology and provided a list of properties that had been specifically identified for the purpose of extending open space for sport and recreation purposes. Priority 5 on this list identified the subject property for the purpose of Council's open space network as Local Sports Ground, Local Recreation and Local Linear Parkland.

Confidential Background Papers

Confidential Background Detail	Background Details
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RECOMMENDATION:

- A. That Council authorise the Chief Executive Officer to negotiate a contract of sale with the registered property owners, for Council to acquire the land at 98A Windle Road, Brassall described as Lot 448 on CH31188 and to do any other acts necessary to implement Council's decision to acquire this land in accordance with section 13(3) of the *Local Government Act 2009*.

- B. That Council resolve to enter into a contract of sale with the registered property owners to acquire, for open space purposes, the property located at 98A Windle Road, Brassall described as Lot 448 on CH31188, as detailed in the report by the Senior Property Officer dated 3 December 2018.

Leisa Liggett
SENIOR PROPERTY OFFICER (PROPERTY SERVICES)

I concur with the recommendations contained in this report.

Bryce Hines
ACTING CHIEF OPERATING OFFICER (WORKS PARKS AND RECREATION)

I concur with the recommendations contained in this report.

Andrew Roach
CHIEF FINANCIAL OFFICER

City Management, Finance and Community Engagement Committee	
Mtg Date: 23.01.18	OAR: YES
Authorisation: Andrew Roach	

4 December 2017

MEMORANDUM

TO: ACTING CHIEF EXECUTIVE OFFICER

FROM: ACTING SENIOR PROPERTY OFFICER

RE: PROPOSED NEW LEASES FOR TELECOMMUNICATIONS PURPOSES
VODAFONE NETWORK PTY LIMITED
90-120 JONES ROAD BELLBIRD PARK AND 81 STUART STREET GOODNA
DIVISION 2
IPSWICH CITY COUNCIL

INTRODUCTION:

This is a report by the Acting Senior Property Officer dated 4 December 2017 concerning a number of proposals received from Vodafone Network Pty Limited (Vodafone) for new leases to commence 1 February 2017 over freehold land shown in table 1 below:

Table 1

Property Address	Lot	Plan	Tenure	Status
90-120 Jones Road, Bellbird Park	86	RP115331	Freehold	New
81 Stuart Street, Goodna	107	SP216922	Freehold	New

BACKGROUND:

Vodafone is an infrastructure owner and provider to the wireless telecommunications industry. Vodafone propose to construct new telecommunications facilities on freehold land located at 90-120 Jones Road, Bellbird Park and 81 Stuart Street, Goodna. Plans showing the location of the proposed new telecommunications facilities on the subject properties is shown in Attachments A-D.

The Works, Parks and Recreation Department has advised that it has no objections to entering into leases which permit tenure over the next 20 years. Council previously obtained advice from Carter Newell that this is suitable in the circumstances and does not trigger the requirements under the *Sustainable Planning Act (Qld)* under which leases with a term exceeding ten (10) years would require a reconfiguration of a lot.

The proposed terms of the Leases are as follows:

Term of Leases: 4 x 5 year consecutive leases
Commencement Date: 1 November 2018
Expiry Date: 31 October 2038
Commencing Rent: \$19,000.00 (plus GST) per annum
Fixed Increase Dates: Annual increase on each anniversary of the Commencement Date by 3% per annum.

Section 236(1)(c)(vi) of the *Local Government Regulation 2012* provides an exemption from the requirement to dispose of a lease interest in land other than by tender or auction if the disposal is for the purpose of a lease for a telecommunications facility. The Council must however decide by resolution that the exemption applies to this category of disposal. Further, the Council may only dispose of a lease interest in land if the consideration for the disposal would be equal to, or more than the market value of the interest of the land.

Confidential Background Papers

Confidential Background Detail	Background Details
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RECOMMENDATION:

- A. That Council resolve to enter into 4 x 5 year consecutive leases of land for telecommunications purposes for a rent amount of \$19,000.00 per annum (excluding GST) by way of new lease arrangements between Council and Vodafone Network Pty Limited for the following properties:
1. 90-120 Jones Road, Bellbird Park
 2. 81 Stuart Street, Goodna
- B. That Council resolve pursuant to section 236 (2) of the *Local Government Regulation 2012* (the Regulation) that the exemptions under sections 236 1(c)(vi) of the Regulation applies to Council on the disposal of the lease interest of the subject properties identified in A above, by way of a new lease arrangement between Council and Vodafone Network Pty Limited and that consideration for disposal of the lease is equal to the market value of the land.
- C. That the Chief Executive Officer be authorised to negotiate and finalise the terms of the proposed new lease arrangement as detailed in Recommendations A and B of the report by the Acting Senior Property Officer (Property Services) dated 4 December 2017 and do any other acts necessary to implement Council's decision in accordance with section 13(3) of the *Local Government Act 2009*.

Kerry Perrett
ACTING SENIOR PROPERTY OFFICER (PROPERTY SERVICES)

I concur with the recommendations contained in this report.

Bryce Hines

ACTING CHIEF OPERATING OFFICER (WORKS, PARKS AND RECREATION)

I concur with the recommendations contained in this report.

Andrew Roach

CHIEF FINANCIAL OFFICER

City Management, Finance and Community Engagement Committee	
Mtg Date: 23.01.2018	OAR: YES
Authorisation: Andrew Roach	

JK: JK
A4584089

4 January 2018

MEMORANDUM

TO: CHIEF FINANCIAL OFFICER

FROM: FINANCE MANAGER

RE: BUDGET AMENDMENT – DECEMBER 2017

INTRODUCTION:

This is a report by the Finance Manager dated 4 January 2018 concerning an amendment of the 2017-2018 Budget.

BACKGROUND:

During December 2017, a budget review was undertaken to identify any proposed budget amendments affecting the year to date results and to estimate their likely full year impact. In accordance with s170(3) of the *Local Government Regulation 2012*, Council can resolve to amend its budget at any time during the financial year.

The overall impact of the proposed budget amendments are set out below with detailed explanations of the specific requested amendments included in Attachment E.

REQUESTED AMENDMENTS:

Council's forecast 2017-2018 Net Result (Surplus), which includes capital revenue (donated assets and capital grants), is \$105.7m, an increase of \$697k compared Council's most recent adopted budget. The surplus excluding capital revenue is \$7.5m an increase of \$640k. The revenue has increased by approx. \$1.6m which has been offset by an approximate \$900k increase in operating expenses. The detail of the requested amendments from the departments is set out in Attachment E.

Based on the requested amendments, the overall capital budget has decreased by a net \$734k, primarily as a result of removing projects which were not successful in receiving grant funding. In the adopted budget; Council approved certain projects to proceed if shared funding was received. Details of the requested amendments are detailed in Attachment E.

The overall cash impact of the proposed budget amendment is an increase to the forecast end of year cash position by \$4.9m as the requested increase in depreciation expense is a non cash item.

As required by s169 of the *Local Government Regulation 2012*, attached is the latest Long Term Financial Forecast, Council’s Revenue Policy and Revenue Statement. There are no changes to the Revenue Policy and Revenue Statement compared to the documents adopted in Council’s annual 2017-2018 Budget.

ATTACHMENTS:

Name of Attachment	Attachment
2017–2018 Budget Amendment – Financial Statements	Attachment A
2017-2018 Budget Amendment – Long Term Financial Forecast (including financial sustainability measures)	Attachment B
Revenue Policy	Attachment C
Revenue Statement	Attachment D

CONFIDENTIAL BACKGROUND PAPERS:

Confidential Background Papers	Background Papers
2017-2018 Detailed Requested Budget Amendments	Confidential Background Paper

RECOMMENDATIONS:

- A. That the report be received and the contents noted.
- B. That the proposed amended budget 2017–2018, as detailed in Attachments A, B, C and D, to the report by the Finance Manager dated 4 January 2018, be adopted.

Jeffrey Keech
FINANCE MANAGER

I concur with the recommendations contained in this report.

Andrew Roach
CHIEF FINANCIAL OFFICER

2017-18 Budgeted Financial Statements

Attachment A

STATEMENT OF INCOME AND EXPENDITURE

	2017-2018 Estimated \$'000	2018-2019 Estimated \$'000	2019-2020 Estimated \$'000
Revenue and Other Income:			
Differential general rates	167,255	177,139	188,547
Utility and other charges	31,228	33,131	35,299
less Discount and remission	(10,506)	(10,946)	(11,396)
Net Rates and Utility Charges	187,977	199,324	212,450
Fees and charges	28,398	29,518	31,150
Sales contracts and recoverable works	2,865	3,322	3,599
Government grants and subsidies	18,134	13,122	13,565
Donated assets	72,535	67,123	69,557
Cash contributions	25,598	27,696	33,465
Headworks credits	-	-	-
Interest revenue	4,122	3,850	3,675
Other revenue	30,758	26,446	27,476
Total Income	370,387	370,401	394,937
Expenses:			
Employee expenses	89,687	91,070	94,024
Materials and services	86,349	84,887	88,238
Depreciation	64,990	67,465	68,972
Finance costs	14,597	13,687	12,955
Other expenses	9,070	7,812	16,733
Total Expenses	264,693	264,921	280,922
Net Result	105,694	105,480	114,015

2017-18 Budgeted Financial Statements

Attachment A

STATEMENT OF FINANCIAL POSITION

	2017-2018 Estimated \$'000	2018-2019 Estimated \$'000	2019-2020 Estimated \$'000
Current Assets			
Cash and cash equivalents	133,354	136,323	141,738
Receivables	22,481	22,780	23,153
Inventories	1,121	1,178	1,240
Other financial assets	3,759	3,830	11,480
Total Current Assets	160,715	164,111	177,611
Non-Current Assets			
Other financial assets	24,503	24,718	123,754
Investments	310,800	310,800	310,800
Property, plant and equipment	2,268,881	2,393,495	2,472,513
Capital work in progress	96,269	102,996	108,761
Intangibles	22,301	18,277	15,172
Total Non Current Assets	2,722,754	2,850,286	3,031,000
TOTAL ASSETS	2,883,469	3,014,397	3,208,611
Current Liabilities			
Payables	36,242	34,712	30,801
Interest bearing liabilities	23,229	24,508	26,123
Other current liabilities	599	730	8,422
Total Current Liabilities	60,070	59,950	65,346
Non-Current Liabilities			
Payables	14,114	14,590	15,210
Interest bearing liabilities	227,955	253,047	226,924
Other non-current liabilities	78,506	78,506	178,812
Total Non-Current Liabilities	320,575	346,143	420,946
TOTAL LIABILITIES	380,645	406,093	486,292
NET COMMUNITY ASSETS	2,502,824	2,608,304	2,722,319
Community Equity			
Asset revaluation reserve	533,212	533,212	533,212
Accumulated surplus'	1,969,612	2,075,092	2,189,107
TOTAL COMMUNITY EQUITY	2,502,824	2,608,304	2,722,319

2017-18 Budgeted Financial Statements

Attachment A

STATEMENT OF CASH FLOW

	2017-2018 Estimated \$'000	2018-2019 Estimated \$'000	2019-2020 Estimated \$'000
Cash Flows from Operating Activities:			
Receipts from customers	295,915	298,985	321,256
Payments to suppliers and employees	(187,760)	(183,469)	(198,421)
	108,155	115,516	122,835
Interest received	4,143	3,898	3,627
Borrowing costs	(14,037)	(13,078)	(12,319)
Net Cash Inflow (Outflow) from Operating Activities	98,261	106,336	114,143
Cash Flow from Investing Activities:			
Payments for property, plant, equipment	(165,921)	(131,254)	(102,383)
Payments for intangibles	(2,700)	(2,800)	(2,900)
Proceeds from loan repayments / (Advances for new loans)	17,298	(215)	1,270
Proceeds from sale of property, plant and equipment	4,289	4,531	19,793
Net Cash Inflow (Outflow) from Investing Activities	(147,034)	(129,738)	(84,220)
Cash Flow from Financing Activities:			
Proceeds from borrowings	50,000	49,600	-
Repayment of borrowings	(51,624)	(23,229)	(24,508)
Net Cash Inflow (Outflow) from Financing Activities	(1,624)	26,371	(24,508)
Net increase (decrease) in cash held	(50,397)	2,969	5,415
Cash at beginning of reporting period	183,751	133,354	136,323
CASH AT END OF REPORTING PERIOD	133,354	136,323	141,738

2017-18 Budgeted Financial Statements

Attachment A

STATEMENT OF CHANGES IN EQUITY

	2017-2018 Estimated \$'000	2018-2019 Estimated \$'000	2019-2020 Estimated \$'000
Balance at Beginning of Period			
Accumulated surplus'	1,863,918	1,969,612	2,075,092
Asset revaluation reserve	533,212	533,212	533,212
Total Community Equity	2,397,130	2,502,824	2,608,304
Net Result for the Period			
Accumulated surplus'	105,694	105,480	114,015
Asset revaluation reserve			
Total Community Equity	105,694	105,480	114,015
Balance at End of Period			
Accumulated surplus'	1,969,612	2,075,092	2,189,107
Asset revaluation reserve	533,212	533,212	533,212
TOTAL COMMUNITY EQUITY	2,502,824	2,608,304	2,722,319

2018-2019 Preliminary Long Term Financial Forecast

STATEMENT OF INCOME AND EXPENDITURE

	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Revenue and Other Income:											
Differential general rates	167,255	177,139	188,547	200,668	213,447	226,713	240,682	255,185	270,442	286,284	302,834
Utility and other charges	31,228	33,131	35,299	37,568	39,943	42,426	45,021	47,734	50,569	53,532	56,627
less Discount and remission	(10,506)	(10,946)	(11,396)	(11,854)	(12,322)	(12,798)	(13,281)	(13,771)	(14,273)	(14,783)	(15,303)
Net Rates and Utility Charges	187,977	199,324	212,450	226,382	241,068	256,341	272,422	289,148	306,738	325,033	344,158
Fees and charges	28,398	29,524	31,152	32,913	34,738	36,717	38,773	41,008	43,336	45,738	48,238
Sales contracts and recoverable works	2,865	3,322	3,599	3,895	4,211	4,548	4,908	5,292	5,701	6,134	6,595
Government grants and subsidies	18,134	13,122	13,539	14,122	14,922	13,770	14,125	14,804	15,218	15,731	16,263
Donated assets	72,535	67,122	69,732	67,685	69,716	71,518	73,666	75,510	77,775	80,108	82,511
Cash contributions	25,598	27,696	33,367	39,220	39,881	40,657	41,442	42,349	43,272	44,291	49,071
Headworks credits	-	-	-	-	-	-	-	-	-	-	-
Interest revenue	4,122	3,947	3,804	3,702	4,148	4,174	4,096	4,334	4,320	4,669	4,757
Other revenue	30,758	26,516	27,247	25,824	26,662	27,578	28,532	29,573	30,648	31,766	32,928
Gain on disposal of capital assets	-	-	-	-	-	-	-	-	-	-	-
Total Income	370,387	370,573	394,890	413,743	435,346	455,303	477,964	502,018	527,008	553,470	584,521
Expenses:											
Employee expenses	89,687	91,038	94,049	96,951	99,759	103,038	106,448	109,873	113,307	116,639	120,069
Materials and services	86,349	84,159	87,851	92,520	97,678	103,072	108,791	114,783	121,006	127,567	134,483
Depreciation	64,990	68,107	69,638	70,782	72,453	74,399	76,880	80,082	83,683	86,823	90,194
Finance costs	14,597	13,617	12,462	11,264	10,320	9,061	7,888	6,951	6,101	4,647	3,950
Other expenses	9,070	7,675	16,677	17,845	18,566	19,336	20,133	20,987	21,872	22,786	23,733
Loss on Market Value Adjustment	-	-	-	-	-	-	-	-	-	-	-
Total Expenses	264,693	264,596	280,677	289,362	298,776	308,906	320,140	332,676	345,969	358,462	372,429
Net Operating Surplus	105,694	105,977	114,213	124,381	136,570	146,397	157,824	169,342	181,039	195,008	212,092

2018-2019 Preliminary Long Term Financial Forecast

STATEMENT OF FINANCIAL POSITION

	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Current Assets											
Cash and cash equivalents	133,655	133,997	121,671	124,897	130,054	125,068	123,169	119,537	120,669	139,525	170,222
Receivables	22,481	20,350	20,613	21,385	22,184	23,009	23,945	25,032	25,972	26,666	27,855
Inventories	1,121	1,190	1,265	1,346	1,431	1,520	1,613	1,710	1,812	1,918	2,029
Other financial assets	3,759	3,844	11,639	11,737	11,838	11,952	12,069	12,200	12,335	12,474	12,617
Total Current Assets	161,016	159,381	155,188	159,365	165,507	161,549	160,796	158,479	160,788	180,583	212,723
Non-Current Assets											
Other financial assets	28,503	28,503	130,647	122,938	115,229	107,520	99,811	92,102	84,393	76,684	68,975
Investments	310,800	310,800	310,800	310,800	310,800	310,800	310,800	310,800	310,800	310,800	310,800
Property, plant and equipment	2,268,881	2,399,523	2,478,983	2,584,300	2,695,075	2,813,644	2,948,968	3,104,569	3,266,475	3,405,300	3,569,282
Capital work in progress	96,269	102,100	107,979	111,554	116,294	121,278	126,614	132,704	139,706	146,991	153,239
Intangibles	22,301	17,742	14,102	11,837	10,528	10,009	10,094	10,446	10,796	11,051	11,232
Total Non Current Assets	2,726,754	2,858,668	3,042,511	3,141,429	3,247,926	3,363,251	3,496,287	3,650,621	3,812,170	3,950,826	4,113,528
TOTAL ASSETS	2,887,770	3,018,049	3,197,699	3,300,794	3,413,433	3,524,800	3,657,083	3,809,100	3,972,958	4,131,409	4,326,251
Current Liabilities											
Payables	36,242	32,595	28,047	30,467	32,081	34,005	37,233	41,129	43,066	40,741	45,041
Interest bearing liabilities	23,229	26,732	40,578	26,689	28,515	30,026	31,875	34,336	37,241	27,338	14,682
Other current liabilities	599	1,346	9,133	9,216	9,304	9,397	9,496	9,601	9,712	9,827	9,947
Total Current Liabilities	60,070	60,673	77,758	66,372	69,900	73,428	78,604	85,066	90,019	77,906	69,670
Non-Current Liabilities											
Payables	14,784	19,118	19,750	20,359	20,950	21,638	22,354	23,073	23,794	24,494	25,215
Interest bearing liabilities	232,022	251,387	196,963	194,163	173,822	142,285	118,561	101,764	86,618	69,183	67,157
Other non-current liabilities	77,836	77,836	179,980	172,271	164,562	156,853	149,144	141,435	133,726	126,017	118,308
Total Non-Current Liabilities	324,642	348,341	396,693	386,793	359,334	320,776	290,059	266,272	244,138	219,694	210,680
TOTAL LIABILITIES	384,712	409,014	474,451	453,165	429,234	394,204	368,663	351,338	334,157	297,600	280,350
NET COMMUNITY ASSETS	2,503,058	2,609,035	2,723,248	2,847,629	2,984,199	3,130,596	3,288,420	3,457,762	3,638,801	3,833,809	4,045,901
Community Equity											
Asset revaluation reserve	533,212	533,212	533,212	533,212	533,212	533,212	533,212	533,212	533,212	533,212	533,212
Accumulated surplus'	1,969,846	2,075,823	2,190,036	2,314,417	2,450,987	2,597,384	2,755,208	2,924,550	3,105,589	3,300,597	3,512,689
TOTAL COMMUNITY EQUITY	2,503,058	2,609,035	2,723,248	2,847,629	2,984,199	3,130,596	3,288,420	3,457,762	3,638,801	3,833,809	4,045,901

2018-2019 Preliminary Long Term Financial Forecast

STATEMENT OF CASH FLOW

	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Cash Flows from Operating Activities:											
Receipts from customers	295,915	301,831	320,917	341,408	360,564	378,607	399,065	420,912	443,757	467,813	495,833
Payments to suppliers and employees	(187,526)	(179,126)	(198,011)	(206,768)	(215,484)	(224,814)	(234,713)	(245,011)	(255,578)	(266,435)	(277,720)
	108,389	122,705	122,906	134,640	145,080	153,793	164,352	175,901	188,179	201,378	218,113
Interest received	4,143	4,277	3,822	3,714	4,094	4,171	4,105	4,306	4,322	4,627	4,746
Borrowing costs	(14,037)	(13,634)	(11,811)	(10,576)	(9,594)	(8,294)	(7,078)	(6,094)	(5,195)	(3,691)	(2,942)
Net Cash Inflow (Outflow) from Operating Activities	98,495	113,348	114,917	127,778	139,580	149,670	161,379	174,113	187,306	202,314	219,917
Cash Flow from Investing Activities:											
Payments for property, plant, equipment	(165,921)	(137,605)	(103,546)	(109,914)	(118,139)	(127,065)	(144,054)	(166,303)	(177,084)	(159,640)	(178,442)
Payments for intangibles	(2,700)	(2,800)	(2,900)	(3,000)	(3,100)	(3,200)	(3,300)	(3,400)	(3,500)	(3,500)	(3,500)
Proceeds from loan repayments / (Advances for new loans)	13,298	-	-	-	-	-	-	-	-	-	-
Proceeds from sale of property, plant and equipment	4,289	4,531	19,781	5,051	5,331	5,635	5,951	6,294	6,651	7,020	7,404
Net Cash Inflow (Outflow) from Investing Activities	(151,034)	(135,874)	(86,665)	(107,863)	(115,908)	(124,630)	(141,403)	(163,409)	(173,933)	(156,120)	(174,538)
Cash Flow from Financing Activities:											
Proceeds from borrowings	50,000	49,600	-	10,000	10,000	-	10,000	20,000	25,000	-	-
Repayment of borrowings	(47,557)	(26,732)	(40,578)	(26,689)	(28,515)	(30,026)	(31,875)	(34,336)	(37,241)	(27,338)	(14,682)
Net Cash Inflow (Outflow) from Financing Activities	2,443	22,868	(40,578)	(16,689)	(18,515)	(30,026)	(21,875)	(14,336)	(12,241)	(27,338)	(14,682)
Net increase (decrease) in cash held	(50,096)	342	(12,326)	3,226	5,157	(4,986)	(1,899)	(3,632)	1,132	18,856	30,697
Cash at beginning of reporting period	183,751	133,655	133,997	121,671	124,897	130,054	125,068	123,169	119,537	120,669	139,525
CASH AT END OF REPORTING PERIOD	133,655	133,997	121,671	124,897	130,054	125,068	123,169	119,537	120,669	139,525	170,222

Ipswich City Council

2018-2019 Preliminary Long Term Financial Forecast

STATEMENT OF CHANGES IN EQUITY

	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Balance at Beginning of Year											
Accumulated surplus'	1,864,152	1,969,846	2,075,823	2,190,036	2,314,417	2,450,987	2,597,384	2,755,208	2,924,550	3,105,589	3,300,597
Asset revaluation reserve	533,212	533,212	533,212	533,212	533,212	533,212	533,212	533,212	533,212	533,212	533,212
Other reserves	-	-	-	-	-	-	-	-	-	-	-
Total Community Equity	2,397,364	2,503,058	2,609,035	2,723,248	2,847,629	2,984,199	3,130,596	3,288,420	3,457,762	3,638,801	3,833,809
Net Result for the Period											
Accumulated surplus'	105,694	105,977	114,213	124,381	136,570	146,397	157,824	169,342	181,039	195,008	212,092
Asset revaluation reserve	-	-	-	-	-	-	-	-	-	-	-
Other reserves	-	-	-	-	-	-	-	-	-	-	-
Total Community Equity	105,694	105,977	114,213	124,381	136,570	146,397	157,824	169,342	181,039	195,008	212,092
Asset Revaluation Adjustments											
Accumulated surplus'	-	-	-	-	-	-	-	-	-	-	-
Asset Revaluation reserve	-	-	-	-	-	-	-	-	-	-	-
Other reserves	-	-	-	-	-	-	-	-	-	-	-
Total Community Equity	-	-	-	-	-	-	-	-	-	-	-
Balance at End of Period											
Accumulated surplus'	1,969,846	2,075,823	2,190,036	2,314,417	2,450,987	2,597,384	2,755,208	2,924,550	3,105,589	3,300,597	3,512,689
Asset revaluation reserve	533,212	533,212	533,212	533,212	533,212	533,212	533,212	533,212	533,212	533,212	533,212
Other reserves	-	-	-	-	-	-	-	-	-	-	-
TOTAL COMMUNITY EQUITY	2,503,058	2,609,035	2,723,248	2,847,629	2,984,199	3,130,596	3,288,420	3,457,762	3,638,801	3,833,809	4,045,901

2018-2019 Preliminary Long Term Financial Forecast

FINANCIAL RATIOS (as per Local Government Regulation 2012)

	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Operating Surplus	0.52%	3.11%	2.90%	4.78%	7.32%	9.50%	11.36%	12.97%	14.40%	16.11%	17.45%
<i>(Net Result (excluding Capital items)) / Total Operating Revenue</i>											
This is an indicator of what extent to which revenues raised cover operational expenses only or are available for capital funding purposes. The operating surplus ratio is the operating surplus (deficit) expressed as a percentage of total operating revenue.											
Net Financial Liabilities	84.71%	91.41%	110.45%	96.68%	81.80%	68.16%	57.56%	50.45%	42.90%	27.39%	14.99%
<i>(Total Liabilities less Current Assets / Total Operating Revenue)</i>											
This is an indicator of the extent to which the net financial liabilities of a local government can be serviced by its operating revenues. A ratio greater than zero (positive) indicates that total financial liabilities exceed current assets. These net financial liabilities must be serviced using available operating revenues.											
Asset Sustainability	86.78%	86.80%	84.94%	93.78%	96.24%	100.23%	99.54%	101.37%	102.66%	104.27%	117.54%
<i>(Capex on replacement of assets / Depreciation Expense)</i>											
This is an approximation of the extent to which the infrastructure assets managed by the local government are being replaced as these reach the end of their useful lives. Depreciation expense represents an estimate of the extent to which the infrastructure assets have been consumed in a period.											

2018-2019 Preliminary Long Term Financial Forecast

OTHER FINANCIAL RATIOS (as determined by Council)

	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000

Operating Efficiency	1.03	1.06	1.06	1.08	1.11	1.14	1.16	1.18	1.20	1.22	1.24
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(Operating Revenue / Operating Expenses)

This ratio provides an indication of Council's capacity to recover the cost of the day to day expenses of Council. This includes the consumption of Council's asset base through depreciation expense.

Debt Servicing	22.62%	14.22%	17.66%	11.91%	11.49%	10.93%	10.51%	10.31%	10.25%	7.09%	3.81%
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(I & R / Total Operating Revenue)

This ratio provides an indication of Council's capacity to service its outstanding loan borrowings.

Working Capital (-- : 1)	2.68 : 1	2.63 : 1	2.00 : 1	2.40 : 1	2.37 : 1	2.20 : 1	2.05 : 1	1.86 : 1	1.79 : 1	2.32 : 1	3.05 : 1
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(Current Assets / Current Liabilities)

This ratio provides an indication of Council's ability to meet it's short term obligations as they fall due. Budget estimates are within satisfactory ranges.

Note : Current Liabilities are exclusive of liability for infrastructure Credits.

Return on Assets	0.75%	0.92%	0.87%	1.03%	1.24%	1.42%	1.58%	1.72%	1.85%	2.00%	2.15%
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(EBIT / Assets)

This ratio provides an indication of Council's efficiency in using its assets to generate earnings.
(Where EBIT = Net Operating Result + interest expense + tax)

REVENUE POLICY

1. Revenue Policy

In accordance with section 104(5)(c)(iii) of the *Local Government Act 2009* and section 193 of the *Local Government Regulation 2012*, the Council has prepared and adopted this revenue policy as a financial policy of the local government.

2. Objective

The objective of this revenue policy is to help ensure consistency between the Council's longer term objectives, as set out in the Financial Plan, and the revenue decisions made in the 2017-2018 budget process.

3. Policy Statement

3.1 General policy statement

It is an intended outcome of the Financial Plan that Council remains in a sound financial position at all times whilst delivering on the objectives contained within the Financial Plan. It is envisaged that overall net wealth of the community (total equity) will continue to be enhanced throughout the planning period.

To achieve this outcome the Council will seek to ensure that its revenues (after concessions on rates and charges) are sufficient to cover its costs having regard to year-to-year variations in revenues.

The Council has adopted a set of principles relating to the levying of rates and charges, granting concessions for rates and charges, recovering overdue rates and charges and cost-recovery methods.

The Council will take account of the principles of equity, economic efficiency and simplicity in levying rates and charges and granting concessions for rates and charges.

3.2 Levying rates and charges

3.2.1 Principles

In accordance with section 193(1)(a)(i) of the *Local Government Regulation 2012*, the Council intends to apply the principles as set out below for levying rates and charges.

In general terms, to ensure that Ipswich continues to be a great place to live and to attract business investment and employment, the Council intends to fund the cost of providing services from user charges, except where:

- (a) the benefits of a service or facility are available to all residents;
- (b) concessions for rates and charges are applicable to groups or individuals based on their lower capacity to pay and exceptional circumstances of groups or individuals who meet eligibility criteria;

- (c) it is not cost-effective to levy user charges;
- (d) not doing so provides net economic benefits in attracting and retaining businesses; and
- (e) in the opinion of the Council, such charges do not meet the objectives of the Financial Plan.

Further, from a practical perspective, in levying rates and charges, the Council intends to:

- (a) make the system for paying rates and charges simple and inexpensive to administer;
- (b) manage its cashflows from rates and charges by providing for quarterly payments, discounts for payment by the due date and interest on overdue amounts; and
- (c) provide an equitable payment system that provides a range of payment options for ratepayers to pay the rates and charges and arrears of any rates or charges.

3.2.2 Differential general rates

The Council specifically intends to levy differential general rates on all rateable land in the local government area. It is recognised that a single rate applied to all rateable land in the local government area would result in a substantial disparity in the general rates contributed by each rating category of rateable land.

For rateable land that is used for residential purposes or is used for commercial activities a higher rate may be applied than that applied to rateable land that has no capacity to produce revenue such as rateable land used for a residential purpose which is occupied by the land owner. This reflects the revenue-producing capacity of rateable land that may be rented or is used for commercial activities.

Differential general rating categories, described in the Revenue Statement, are reviewed each financial year in order to maintain a rating structure that is clear, cost effective and simple to administer.

Differential general rates will be set at levels:

- (a) to generate revenue sufficient to meet the difference between the outlays of the Council's business activities less any ordinary business or trading income, grants, subsidies or contributions received in respect of those programs and any internal financial accommodation arranged;
- (b) that recognise the different revenue-producing capacity of rateable land within the local government area; and
- (c) that recognise the differing level of benefits that rateable land in different rating categories receive from the Council's services and facilities.

3.2.3 Rateable value of land

The Council has determined that the rateable value of land shall be the 3-year averaged value of land and is the basis for calculating the differential general rates. The value of the land as determined by the Valuer-General in accordance with the *Land Valuation Act 2010*, will be used by the Council for calculating the 3-year averaged value of the land, and the 3-

year averaged value will be worked out in accordance with section 76 of the *Local Government Regulation 2012*.

3.2.4 Minimum amount of general rates and special rates and charges

The Council has determined that due to the cost of providing a minimum service to rateable land, an equitable contribution per rateable land is to apply in relation to the funding of the Council's services and facilities and that this contribution is to be made irrespective of where the rateable land is located or its valuation.

The Council has also determined that rateable land in certain rating categories may have a different minimum amount of general rates to that applying to other rating categories.

The Council may also elect to fix a minimum amount of special rates and charges.

3.2.5 Limitation of increase in rates or charges levied

The Council intends to limit the increase in the differential general rates for certain rating categories of rateable land in the local government area to moderate the impact of rapid, uneven and significant changes in land values across the local government area.

3.2.6 Special rates and charges

The Council may elect to levy special rates and charges, on a year by year basis, for rural fire brigades and other facilities or services which it considers have a special association with particular land in the local government area. The proceeds of the particular special rate and charge are directed towards the costs of the relevant initiative or facility.

3.2.7 Separate rates and charges

A separate charge for the Enviroplan will be levied equally on all rateable land within the local government area, to provide for the acquisition and protection of bushland areas and for the provision of facilities for public access to those areas, on the basis that the benefit is shared equally by all parcels of rateable land, regardless of their value. The revenue raised is used to contribute to the costs of acquiring bushland and for providing and managing public access.

3.2.8 Utility charges

Utility charges for waste management services are determined having regard to the following:

- (a) performance targets in the Ipswich Waste Services Annual Performance Plans;
- (b) the cost of provision of the services and infrastructure and an appropriate return on assets;
- (c) pricing oversight requirements of the Queensland Competition Authority;
- (d) operating and capital grants, subsidies or contributions received from others.

Some waste management utility charges are supplied by special agreement. The charges which have been negotiated under those agreements still have regard to the above principles.

The Council's waste management utility charges are applied on a per waste management service basis. All costs associated with providing the waste management service are recovered by levying the waste management utility charges.

3.2.9 Discount

It is the Council's policy to encourage the prompt payment of rates and charges by allowing a discount for the payment of certain rates or charges where payment is made in full on or before the end of the discount period stated in the rate notice being 30 days from the issue of the rate notice. A discount is not to apply to the payment of utility charges, separate charges, State Emergency Fire levies, rural fire resources levy and arrears of any rate and charge.

The Council also encourages prompt payment of selected fees such as annual dog registrations by offering a discount for the full payment by the due date.

3.3 Granting concessions for rates and charges

3.3.1 Principles

In accordance with section 193(1)(a)(ii) of the *Local Government Regulation 2012*, the Council intends to apply the following principles for granting concessions for rates and charges:

- (a) where an applicable Council policy in relation to the granting of the concession is in place, the Council will grant concessions where there is a need to resolve anomalies in order to ensure equitable treatment for groups and individuals in similar circumstances;
- (b) regard is to be had to the limited financial capacity to pay and exceptional circumstances of groups or individuals who meet eligibility criteria in any applicable Council policy;
- (c) that the requirements for granting concessions be clear and transparent in order to ensure the equitable treatment of all beneficiaries.

3.3.2 Purpose for the concessions

The purpose for the concession for rates and charges to be granted by the Council are stated in the following table.

Column 1 Concession for rates and charges	Column 2 Purpose for the concession
Concession to an eligible pensioner who owns and occupies rateable land.	Acknowledge that pensioners have limited financial capacity.
Concession to an eligible entity whose objects do not include making a profit which owns rateable land.	Support activities that do not make a profit.
Concession to an eligible entity that provides assistance or encouragement for arts or cultural development which owns rateable land.	Support activities that assist and encourage arts and cultural development.
Concession to an eligible landowner who is an individual and who is subject to financial hardship from the payment of rates and charges.	Support individuals where the payment of rates and charges will or has affected the wellbeing of the individuals in such a way as to constitute an unreasonable outcome based on present community standards.
Concession to an eligible landowner whose land is subject to a mining lease requiring the carrying out of improvement restoration for the mining lease.	Support the carrying out of improvement restoration for the mining lease which is exceptional and necessitated by the characteristics of the land.

3.4 Recovering overdue rates and charges

3.4.1 Principles

In accordance with section 193(1)(a)(iii) of the *Local Government Regulation 2012*, the Council intends to apply these principles set out below for recovering overdue rates and charges.

In general terms the Council exercises its rate recovery powers in order to reduce the overall rate burden on ratepayers.

The Council specifically intends to apply the following principles for recovering overdue rates and charges:

- (a) transparency by making clear the obligations of ratepayers and the processes used by the Council in assisting them to meet their financial obligations;
- (b) making the processes used to recover outstanding rates and charges clear, simple to administer and cost effective;
- (c) equity by having regard to capacity to pay in determining appropriate arrangements for different sectors of the community and providing the same treatment for ratepayers with similar circumstances;

- (d) flexibility to respond to community expectations by providing assistance to encourage or discourage certain behaviours.

3.4.2 Interest

The Council also intends to charge interest on overdue rates and charges from the day on which they become overdue and at the rate as may be determined under section 133(1)(a) of the *Local Government Regulation 2012* compounded on daily rests. However, if the overdue rates and charges are paid within 21 days from their due date, no interest shall be charged.

3.5 Cost-recovery methods

3.5.1 Principles

In accordance with section 193(1)(a)(iv) of the *Local Government Regulation 2012*, the Council intends to apply the following principles for cost-recovery methods:

- (a) fees and charges are set to recover the costs of the Council in providing services and taking actions associated with regulatory compliance;
- (b) the process for recovering the Council's costs is to be clear, simple to administer and cost effective.

3.5.2 Cost-recovery fees

The Council has fixed cost-recovery fees under section 97 of the *Local Government Act 2009*. All cost-recovery fees set by the Council are included in the Register of Cost Recovery Fees which is open for inspection at the Council's public office.

3.6 Funding of physical and social infrastructure costs for new development

In accordance with section 193(1)(c) of the *Local Government Regulation 2012*, the Council intends to fund the provision of local government trunk infrastructure networks for new development by the adoption and levying of infrastructure charges on new development in accordance with the *Sustainable Planning Act 2009*.

The infrastructure charges for providing local government trunk infrastructure networks are detailed in resolutions made by the Council under the *Sustainable Planning Act 2009* having regard to the Council's planning scheme including its priority infrastructure plan.

The Council also intends new development to meet the Council's additional costs of bringing forward development infrastructure and other physical and social infrastructure costs for a new development which is of sufficient magnitude to accelerate the growth rate of a specific area so that the availability of facilities is not adversely affected and existing ratepayers are not burdened with the cost of providing the additional infrastructure.

3.7 Other revenue

3.7.1 Commercial fees

The Council charges commercial fees for other services provided by the Council.

The Council intends to set the commercial fees having regard to the following:

- (a) the user pays principle;
- (b) the estimated cost of provision of services or access to the Council's facilities;
- (c) a fair return for the use of the Council's infrastructure;
- (d) the fees charged by any alternative providers;
- (e) the performance targets set for the Council's business activities;
- (f) the need to encourage or discourage particular behaviours.

3.7.2 Other revenue

The Council intends to pursue and collect other revenue, such as investment interest income, sale or disposal of assets, grants and subsidies, sale of Council's provision of goods or services and dividends from investments on the basis of the Council taking advantage of opportunities to maximise the efficient use of resources and activities under its control.

4 Roles and responsibilities

The Chief Operating Officers in each department, together with the Finance Branch of the Finance and Corporate Services Department, are responsible for ensuring compliance with this policy.

REVENUE STATEMENT

9.1 PURPOSE

- (1) In accordance with section 169 of the *Local Government Regulation 2012*, the Council has prepared this revenue statement for its budget for the 2017-2018 financial year.
- (2) The purpose of this revenue statement is to outline and explain the revenue measures adopted by the Council in the Budget for the 2017-2018 financial year (**2017-2018 Budget**) in compliance with relevant legislative requirements.
- (3) This revenue statement is to be read in conjunction with the Revenue Policy, Rating Resolutions and Budgeted Financial Statements in the 2017-2018 Budget.
- (4) The Council may, by resolution, amend the revenue statement for the financial year at any time before the end of the financial year.

9.2 RATES AND CHARGES

The Council has levied the following rates and charges in accordance with the principles stated in the revenue policy in the 2017-2018 Budget:

- (1) differential general rates (see Part 2 of the 2017-2018 Budget, Rating and Policy Resolutions);
- (2) waste management utility charges (see Part 3 of the 2017-2018 Budget, Rating and Policy Resolutions);
- (3) rural fire resources levy special charge (see Part 4 of the 2017-2018 Budget, Rating and Policy Resolutions);
- (4) enviroplan separate charge (see Part 5 of the 2017-2018 Budget, Rating and Policy Resolutions).

9.3 DIFFERENTIAL GENERAL RATES

- (1) The Council has decided to levy differential general rates for different rating categories of rateable land in the local government area on the basis set out in Part 2 of the 2017-2018 Budget.
- (2) The Council has decided that there are 55 rating categories for rateable land in the local government area as stated in column 1 of Table 1 (Differential General Rating Categories) in Part 2 of the 2017-2018 Budget. Each of these 55 rating categories and a description of each rating category is stated in Table 5.
- (3) The Council has decided that, due to the cost of providing services to rateable land, a minimum amount of general rates is to apply to certain rating categories of rateable land in the local government area as stated in Table 2 (Differential General Rates) in Part 2 of the 2017-2018 Budget.
- (4) The Council has decided that, to address the concerns of the community resulting from changes in the valuation of the rateable land from year to year, particularly where the Valuer-General has not undertaken a comprehensive review of all valuations each year, the increase in the differential general rates for certain rating categories of rateable land in the local government area is to be limited to not more than the differential general rates for the last financial year increased by the

percentage stated in column 4 of Table 2 (Differential General Rates) in Part 2 of the 2017-2018 Budget.

- (5) The Council has decided that the rateable value of land for 2017-2018 shall be the 3-year average of the valuations provided by the Valuer-General in accordance with the *Land Valuation Act 2010* and that the 3 -year averaged value will be used as the basis for calculating the differential general rates.

TABLE 5 – DIFFERENTIAL GENERAL RATING CATEGORIES

Column 1 Rating category of rateable land		Column 2 Description of rating category
1	Land not in Brookwater used for a residential purpose which is owner occupied.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily residential; (c) is owner occupied; (d) is not located in Brookwater.
4	Land not used for a residential purpose or for profit purpose.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is not used for a residential purpose or for profit purpose.
8	Land in Brookwater used for a residential purpose which is owner occupied or which is vacant land that is potential owner occupied.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is either: (i) primarily residential and owner occupied; or (ii) vacant land that is potential owner occupied; (c) is located in Brookwater.
9	Land not in Brookwater used for a residential purpose which is not owner occupied.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily residential; (c) is not owner occupied; (d) is not located in Brookwater.

Column 1 Rating category of rateable land		Column 2 Description of rating category
10	Land not in Brookwater which is vacant land less than 20,000m ² that is potential owner occupied.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is vacant land; (c) is less than 20,000m ² ; (d) is potential owner occupied; (e) is not located in Brookwater.
11	Land not in Brookwater used for a residential purpose which is owner occupied that is in a community titles scheme not in a high rise structure.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily residential; (c) is owner occupied; (d) is included in a community titles scheme; (e) is not in a high rise structure; (f) is not located in Brookwater.
15	Land in Brookwater used for a residential purpose which is not owner occupied or which is vacant land that is not potential owner occupied.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is either: (i) primarily residential and is not owner occupied; or (ii) vacant land that is not potential owner occupied; (c) is located in Brookwater.
16	Land not in Brookwater used for a residential purpose which is not owner occupied that is in a community titles scheme not in a high rise structure.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily residential; (c) is not owner occupied; (d) is included in a community titles scheme; (e) is not in a high rise structure; (f) is not located in Brookwater.

Column 1 Rating category of rateable land		Column 2 Description of rating category
17	Land not in Brookwater used for a residential purpose which is owner occupied that is in a community titles scheme in a high rise structure.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily residential; (c) is owner occupied; (d) is included in a community titles scheme; (e) is in a high rise structure; (f) is not located in Brookwater.
18	Land not in Brookwater used for a residential purpose which is not owner occupied that is in a community titles scheme in a high rise structure.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily residential; (c) is not owner occupied; (d) is included in a community titles scheme; (e) is in a high rise structure; (f) is not located in Brookwater.
19	Land not in Brookwater which is vacant land less than 20,000m ² that is not potential owner occupied.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is vacant land; (c) is less than 20,000m ² ; (d) is not potential owner occupied; (e) is not located in Brookwater.
22a	Land used for multi residential with two dwellings which are not owner occupied.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily residential; (c) includes two dwellings; (d) none of the dwellings are owner occupied.

Column 1 Rating category of rateable land		Column 2 Description of rating category
22b	Land used for multi residential with three to five dwellings which are not owner occupied.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily residential; (c) includes three to five dwellings; (d) one or more of the dwellings is not owner occupied.
22c	Land used for multi residential with six to nine dwellings which are not owner occupied.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily residential; (c) includes six to nine dwellings; (d) one or more of the dwellings is not owner occupied.
22d	Land used for multi residential with 10 to 14 dwellings which are not owner occupied.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily residential; (c) includes 10 to 14 dwellings; (d) one or more of the dwellings is not owner occupied.
22e	Land used for multi residential with 15 to 19 dwellings which are not owner occupied.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily residential; (c) includes 15 to 19 dwellings; (d) one or more of the dwellings is not owner occupied.
22f	Land used for multi residential with 20 to 29 dwellings which are not owner occupied.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily residential; (c) includes 20 to 29 dwellings; (d) one or more of the dwellings is not owner occupied.

Column 1 Rating category of rateable land		Column 2 Description of rating category
22g	Land used for multi residential with 30 to 39 dwellings which are not owner occupied.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily residential; (c) includes 30 to 39 dwellings; (d) one or more of the dwellings is not owner occupied.
22h	Land used for multi residential with 40 or more dwellings which are not owner occupied.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily residential; (c) includes 40 or more dwellings; (d) one or more of the dwellings is not owner occupied.
23	Land not in Brookwater which is vacant land that is 20,000m ² or greater and is potential owner occupied.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is vacant land; (c) is 20,000m ² or greater; (d) is potential owner occupied; (e) is not located in Brookwater.
24	Land not in Brookwater which is vacant land that is 20,000m ² or greater and is not potential owner occupied.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is vacant land; (c) is 20,000m ² or greater; (d) is not potential owner occupied; (e) is not located in Brookwater.

Column 1 Rating category of rateable land		Column 2 Description of rating category
25	Land which is vacant land requiring rehabilitation as the subject of a previous extractive industry involving coal mining.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is vacant land; (c) has the Secondary Land Use Code of 78 Previous extractive industries land use requiring site rehabilitation; (d) requires rehabilitation as the subject of a previous extractive industry involving coal mining.
41	Land used for a farming and grazing purpose which is owner occupied or potential owner occupied.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily for farming and grazing; (c) is either: (i) owner occupied; or (ii) potential owner occupied.
42	Land not in an Endorsed Context Plan Area or the Springfield Structure Plan Area used for a farming and grazing purpose which is not owner occupied.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily for farming and grazing; (c) is not owner occupied; (d) is not located in an Endorsed Context Plan Area; (e) is not located in the Springfield Structure Plan Area.
42a	Land in an Endorsed Context Plan Area used for a farming and grazing purpose which is not owner occupied.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily for farming and grazing; (c) is not owner occupied; (d) is located in an Endorsed Context Plan Area.

Column 1 Rating category of rateable land		Column 2 Description of rating category
42b	Land in the Springfield Structure Plan Area used for a farming and grazing purpose which is not owner occupied.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily for farming and grazing; (c) is not owner occupied; (d) is located in the Springfield Structure Plan Area.
43a	Land used for a commercial purpose with a rateable value of less than \$200,000.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily for a commercial use; (c) has a rateable value of less than \$200,000.
43b	Land used for a commercial purpose with a rateable value of \$200,000 to less than \$500,000.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily for a commercial use; (c) has a rateable value of \$200,000 to less than \$500,000.
43c	Land used for a commercial purpose with a rateable value of \$500,000 to less than \$1,000,000.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily for a commercial use; (c) has a rateable value of \$500,000 to less than \$1,000,000.
43d	Land used for a commercial purpose with a rateable value of \$1,000,000 to less than \$2,500,000.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily for a commercial use; (c) has a rateable value of \$1,000,000 to less than \$2,500,000.
44a	Land used for a commercial purpose with a rateable value of \$2,500,000 to less than \$5,000,000.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily for a commercial use; (c) has a rateable value of \$2,500,000 to less than \$5,000,000.

Column 1 Rating category of rateable land		Column 2 Description of rating category
44b	Land used for a commercial purpose with a rateable value of \$5,000,000 or greater.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily for a commercial use; (c) has a rateable value of \$5,000,000 or greater.
45	Land used for a noxious industry that is not in rating categories 46, 47b, 47c, 47d and 50.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily for a noxious industry; (c) is not in rating categories 46, 47b, 47c, 47d and 50.
46	Land used for a noxious industry involving waste recycling or waste processing.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) has the Secondary Land Use Code of 37 Noxious Industry - Waste Recycling/Processing; (c) is primarily for a noxious industry involving waste recycling or waste processing.
47a	Land used for an extractive industry involving coal mining or the rehabilitation of land the subject of a previous or current extractive industry involving coal mining.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) has the Secondary Land Use Codes of 00 Coal mining and ancillary and/or associated activities including mine rehabilitation; (c) is primarily for an extractive industry involving coal mining or the rehabilitation of land the subject of a previous or current extractive industry involving coal mining.

Column 1 Rating category of rateable land		Column 2 Description of rating category
47b	Land used for a noxious industry involving a landfill with a rateable value of less than \$750,000.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) has any of the following Secondary Land Use Codes: (i) 17 Noxious Industry Land Fill - Putrescible Material; (ii) 27 Noxious Industry Land Fill - Non Putrescible Material; (c) is primarily for a noxious industry involving a landfill; (d) has a rateable value of less than \$750,000.
47c	Land used for a noxious industry involving a landfill with a rateable value of \$750,000 to less than \$1,750,000.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) has any of the following Secondary Land Use Codes: (i) 17 Noxious Industry Land Fill - Putrescible Material; (ii) 27 Noxious Industry Land Fill - Non Putrescible Material; (c) is primarily for a noxious industry involving a landfill; (d) has a rateable value of \$750,000 to less than \$1,750,000.
47d	Land used for a noxious industry involving a landfill with a rateable value of \$1,750,000 or greater.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) has any of the following Secondary Land Use Codes: (i) 17 Noxious Industry Land Fill - Putrescible Material; (ii) 27 Noxious Industry Land Fill - Non Putrescible Material; (c) is primarily for a noxious industry involving a landfill; (d) has a rateable value of \$1,750,000 or greater.

Column 1 Rating category of rateable land		Column 2 Description of rating category
48	Land used for an extractive industry that is not in rating category 47a.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily for an extractive industry not involving any of the following: (i) coal mining; (ii) rehabilitation of land the subject of a previous or current extractive industry involving coal mining; (c) is not in rating category 47a.
49a	Land used for a light industry with a rateable value of less than \$500,000.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily for a light industry; (c) has a rateable value of less than \$500,000.
49b	Land used for a light industry with a rateable value of \$500,000 to less than \$1,000,000.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily for a light industry; (c) has a rateable value of \$500,000 to less than \$1,000,000.
49c	Land used for a light industry with a rateable value of \$1,000,000 to less than \$2,500,000.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily for a light industry; (c) has a rateable value of \$1,000,000 to less than \$2,500,000.
49d	Land used for a light industry with a rateable value of \$2,500,000 to less than \$5,000,000.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily for a light industry; (c) has a rateable value of \$2,500,000 to less than \$5,000,000.

Column 1 Rating category of rateable land		Column 2 Description of rating category
49e	Land used for a light industry with a rateable value of \$5,000,000 or greater.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily for a light industry; (c) has a rateable value of \$5,000,000 or greater.
50	Land used for a heavy industry.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) if the land has a Primary Council Land Use Code of 37 Noxious/Offensive Industry, the land also has a Secondary Land Use Code of 99 Power Station; (c) is primarily for a heavy industry.
51a	Land used for a drive-in shopping centre with a rateable value of less than \$3,000,000 and a GLA of less than 10,000m ² .	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) has a rateable value of less than \$3,000,000; (c) is primarily for a drive-in shopping centre with a GLA of less than 10,000m ² .
51b	Land used for a drive-in shopping centre with a rateable value of \$3,000,000 or greater and a GLA of less than 10,000m ² .	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) has a rateable value of \$3,000,000 or greater; (c) is primarily for a drive-in shopping centre with a GLA of less than 10,000m ² .
52a	Land used for a drive-in shopping centre with a GLA of 10,000m ² to less than 20,000m ² and a land area of less than 200,000m ² .	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily for a drive-in shopping centre with a GLA of 10,000m ² to less than 20,000m ² ; (c) has a land area of less than 200,000m ² .

Column 1 Rating category of rateable land		Column 2 Description of rating category
52b	Land used for a drive-in shopping centre with a GLA of 20,000m ² to less than 30,000m ² and a land area of less than 200,000m ² .	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily for a drive-in shopping centre with a GLA of 20,000m ² to less than 30,000m ² ; (c) has a land area of less than 200,000m ² .
52c	Land used for a drive-in shopping centre with a GLA of 30,000m ² to less than 45,000m ² and a land area of less than 200,000m ² .	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily for a drive-in shopping centre with a GLA of 30,000m ² to less than 45,000m ² ; (c) has a land area of less than 200,000m ² .
52d	Land used for a drive-in shopping centre with a GLA of 45,000m ² or greater and a land area of less than 200,000m ² .	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily for a drive-in shopping centre with a GLA of 45,000m ² or greater; (c) has a land area of less than 200,000m ² .
53a	Land used for a drive-in shopping centre with a GLA of 10,000m ² to less than 20,000m ² and a land area of 200,000m ² or greater.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily for a drive-in shopping centre with a GLA of 10,000m ² to less than 20,000m ² ; (c) has a land area of 200,000m ² or greater.
53b	Land used for a drive-in shopping centre with a GLA of 20,000m ² to less than 30,000m ² and a land area of 200,000m ² or greater.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily for a drive-in shopping centre with a GLA of 20,000m ² to less than 30,000m ² ; (c) has a land area of 200,000m ² or greater.
53c	Land used for a drive-in shopping centre with a GLA of 30,000m ² to less than 45,000m ² and a land area of 200,000m ² or greater.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily for a drive-in shopping centre with a GLA of 30,000m ² to less than 45,000m ² ; (c) has a land area of 200,000m ² or greater.

Column 1		Column 2
Rating category of rateable land		Description of rating category
53d	Land used for a drive-in shopping centre with a GLA of 45,000m ² or greater and a land area of 200,000m ² or greater.	Land which meets all of the following criteria: (a) has any of the Primary Council Land Use Codes for this rating category; (b) is primarily for a drive-in shopping centre with a GLA of 45,000m ² or greater; (c) has a land area of 200,000m ² or greater.

9.4 WASTE MANAGEMENT UTILITY CHARGES

- (1) The Council has decided to levy utility charges for waste management services (Waste Management Utility Charges) in respect of the following waste management services to rateable land in the local government area on the basis set out in Part 3 of the 2017-2018 Budget:
 - (a) waste service;
 - (b) green waste service;
 - (c) bulk bin service.
- (2) The waste management utility charges are applied on a per service basis and are set at a level to raise revenue as specified in the Ipswich Waste Services budget.
- (3) The waste management utility charges are levied on all rateable land in the local government area provided with the waste management service and are levied on a pro rata basis where a waste management service is provided for only part of the year.
- (4) Waste management utility charges are determined on a full-cost pricing basis in accordance with the National Competition Policy to recover sufficient income to meet the full cost outlays of the functional programs, including administrative costs and overheads not funded from general revenue, having regard to the following:
 - (a) performance targets in the Ipswich Waste Services Annual Performance Plan;
 - (b) the cost of capital provision and an appropriate return on assets;
 - (c) pricing oversight requirements of the Queensland Competition Authority;
 - (d) operating and capital grants, subsidies or contributions received from others.

9.5 RURAL FIRE RESOURCES LEVY SPECIAL CHARGE

- (1) The Council has decided to levy a special charge on rateable land within that part of the local government area that specially benefits from the purchase, maintenance of equipment and training by the Ipswich Group Rural Fire Brigades operating within the local government area on the basis set out in Part 4 of the 2017-2018 Budget.
- (2) The Council's policy is to levy special charges, on a year by year basis, for rural fire brigades and other associated facilities to particular areas of the local government area which specially benefits from the rural fire brigades and associated facilities.
- (3) The special charges collected by the Council are used to meet the costs of the relevant initiative or facility.

9.6 ENVIROPLAN SEPARATE CHARGE

The Council has decided to levy a separate charge for the Ipswich Enviroplan on all rateable land in the local government area on the basis set out in Part 5 of the 2017-2018 Budget.

9.7 DISCOUNT FOR RATES AND CHARGES

- (1) The Council has decided to allow a discount for payment of rates and charges on the basis set out in Part 6 of the 2017-2018 Budget.
- (2) The Council's policy is to encourage prompt payment of rates and charges by allowing a discount for full payment by the due date.
- (3) The discount is only to apply to the differential general rates (excluding utility charges, separate charges, Emergency Management Levy, rural fire resources levy and arrears of any rate and charge).

9.8 CONCESSIONS

- (1) The Council has decided to grant a concession for rates and charges for land to an eligible pensioner who owns and occupies rateable land on the basis set out in Part 8 of the 2017-2018 Budget.
- (2) The Council has also decided that the following concessions for rates and charges are to be granted in the financial year:
 - (a) concession to an eligible entity whose objects do not include making a profit which owns rateable land;
 - (b) concession to an eligible entity that provides assistance or encouragement for arts or cultural development which owns rateable land;
 - (c) concession to an eligible landowner who is an individual and who is subject to financial hardship from the payment of rates and charges;
 - (d) concession to an eligible landowner whose land is subject to a mining lease requiring the carrying out of improvement restoration for the mining lease.

9.9 INTEREST

The Council has decided that interest is payable on overdue rates or charges on the basis set out in Part 7 of the 2017-2018 Budget.

9.10 COST-RECOVERY FEES

- (1) Under section 97(2) of the *Local Government Act 2009*, a cost-recovery fee is a fee for any of the following:
 - (a) an application for the issue or renewal of a licence, permit, registration or other approval under a Local Government Act as defined in the *Local Government Act 2009*;
 - (b) recording a change of ownership of land;
 - (c) giving information kept under a Local Government Act as defined in the *Local Government Act 2009*;
 - (d) seizing property or animals under a Local Government Act as defined in the *Local Government Act 2009*;
 - (e) the performance of another responsibility imposed on the local government under the *Building Act 1975* or the *Plumbing and Drainage Act 2002*.
- (2) The Council has decided the amount of cost-recovery fees having regard to the following:

- (a) the estimated cost, including overheads, of operating each of the Council's regulatory regimes, such as:
 - (i) animal control;
 - (ii) environmental protection;
 - (iii) development approval;
 - (iv) community health and safety;
 - (v) entertainment venues;
 - (b) amounts prescribed by State legislation;
 - (c) the need to recover the cost of operating the regulatory regimes;
 - (d) the need to encourage compliance with relevant laws.
- (3) The Council's cost-recovery fees are included in the Register of Cost Recovery Fees which is open for inspection at the Council's public office.
 - (4) The Council applies a common set of criteria to ensure cost-recovery fee concessions are granted equitably across each area of Council's operations.

9.11 COMMERCIAL FEES

- (1) Commercial fees are for services which relate to the provision of services or access to Council's facilities which are not regulated by a local law or other legislative schemes.
- (2) The Council has decided the amount of commercial fees having regard to the following:
 - (a) the estimated cost of provision of services or access to the Council's facilities;
 - (b) fees charged by any alternative providers;
 - (c) a fair return for the use of the Council's infrastructure;
 - (d) performance targets set for the Council's business activities;
 - (e) the need to encourage or discourage particular behaviours.

9.12 DEVELOPER FINANCIAL CONTRIBUTIONS FOR DEVELOPMENT INFRASTRUCTURE

- (1) The Council's intention is to ensure that development infrastructure costs and other physical and social infrastructure costs caused by the incremental development of premises in the local government area is funded or provided for by that development, to the extent authorised by law or negotiated by agreement.
- (2) The Council is to require financial contributions for providing local government trunk infrastructure networks in relation to the development of premises in accordance with the *Sustainable Planning Act 2009*.
- (3) Financial contributions for trunk infrastructure for the distributor-retailer's (Queensland Urban Utilities) water service and wastewater service may be collected by the Council under an agreement with Queensland Urban Utilities or to the extent required by law and remitted to Queensland Urban Utilities.
- (4) The developer is also required to provide the non trunk infrastructure considered by the Council to be appropriate for the development as a condition of a development approval.

9.13 OTHER REVENUE

The Council will seek to collect other revenue, such as investment interest income, grants and subsidies, income from the sale of the Council's provision of goods and services, dividends from investments and the income from the sale or disposal of assets, on the

basis of the Council taking advantage of opportunities to maximise the efficient use of resources and activities under its control.

9.14 MAINTENANCE OF THE COUNCIL'S OPERATING CAPABILITY

- (1) The Council will seek to ensure that its revenues (after concessions on rates and charges) are sufficient to cover its costs.
- (2) It is the Council's intention that the operating capability of the local government is to be increased to provide the capacity to invest in physical and social infrastructure for the growing community.
- (3) The Net Operating Surplus included in the Statement of Income and Expenditure describes the extent of the increase in the budget year.

City Management, Finance and Community Engagement Committee	
Mtg Date: 23/01/2018	OAR: Yes
Authorisation: Andrew Roach	

A4592451

9 January 2018

MEMORANDUM

TO: CHIEF FINANCIAL OFFICER

FROM: STRATEGIC CLIENT OFFICE MANAGER

RE: REQUEST FOR RATES EXEMPTION OR CONCESSION FOR VEDANTA AT 7001
VEDANTA DRIVE SPRINGFIELD LAKES

INTRODUCTION:

This is a report by the Strategic Client Office Manager dated 9 January 2018 concerning a request by the property owner, Vedanta Centre of Sydney, for their properties at 96 Vedanta Drive and 7001 Vedanta Drive, Springfield Lakes to be exempted from general rates or granted a rate concession if an exemption is determined not to be applicable.

BACKGROUND:

The property was previously owned by Springfield Lakes Corporation but subsequently gifted to Vedanta Centre of Sydney, a religious organisation, a registered charity with the Australian Charities and Not-for-Profits Commission and has Deductible Gift Recipient Status with the Australian Tax Office.

The property, when transferred on 23 October 2014, was initially 20.4 hectares, Lot 706 SP 179281 PAR Stapylton and had a rateable value of \$9,000,000.00.

From 23 October 2014 to 14 May 2015, the characteristics of the property did not meet the definitions to be considered for exemption as the property was greater than 20 hectares.

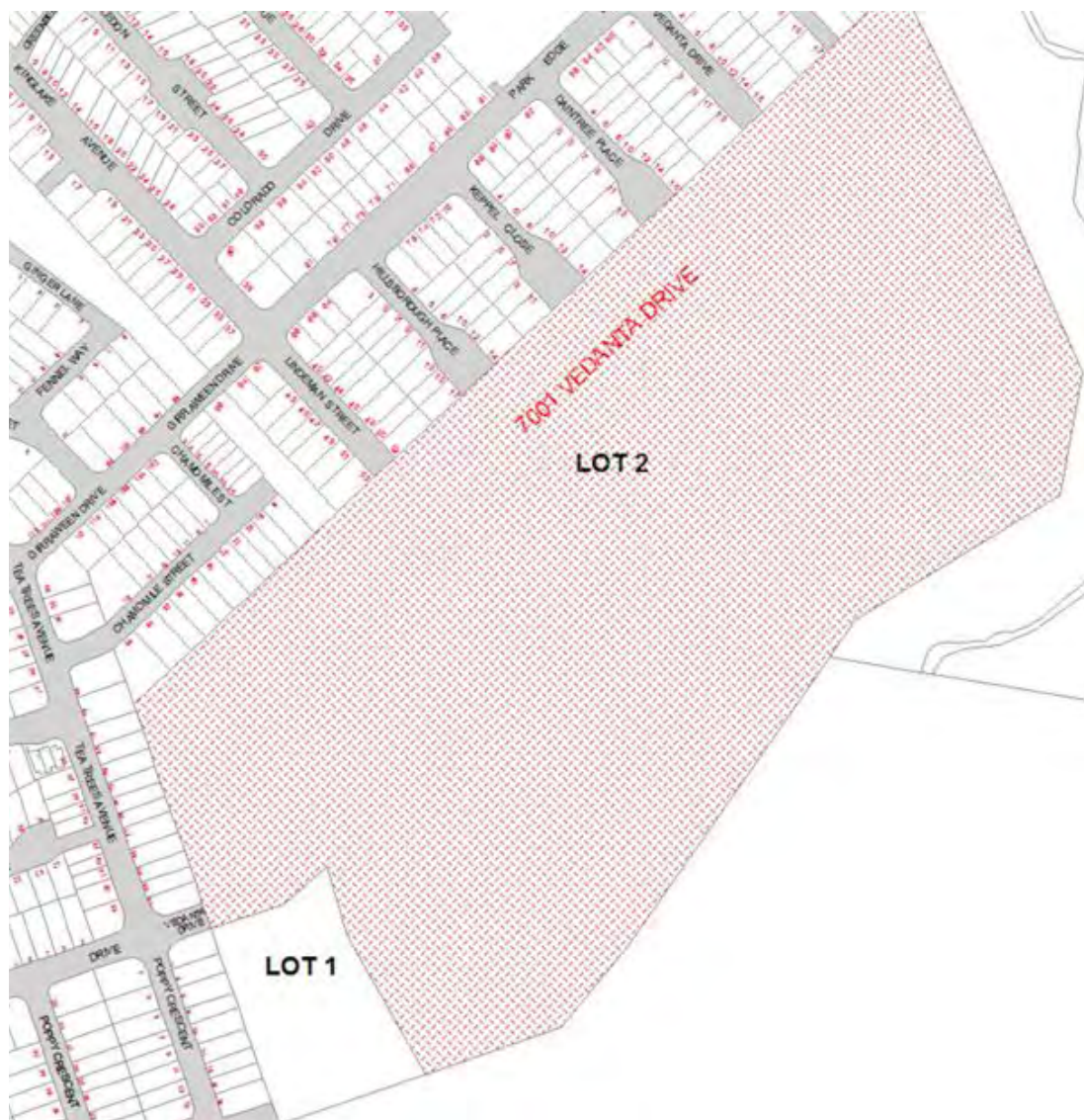
On 25 February 2015, in response to Application No: 5732/2014/ADP, Council issued a Development Application Decision Notice. This approval would permit the development of a Place of Worship on what was later reconfigured as Lot 1, known as 96 Vedanta Drive Springfield Lakes and also an Indoor Entertainment (Hall) and Institutional Residence (Monastery) on what was later configured as Lot 2, known as 7001 Vedanta Drive Springfield Lakes.

On 14 May 2015 it was reconfigured into two (2) smaller properties and separate assessments such that both properties fall under 20 hectares. The rate assessments for the properties are 178541 and 178542.

Vedanta proposes to use the property; Lots 1 and 2, for religious, cultural and educational purposes and associated accommodation purposes and to date have advised that they have conducted some ceremonies, at least one religious retreat and regular meditation and group walking activities on the property.

In the period September-October 2017, operational works for the construction of the Worship Centre on Lot 1 commenced.

The illustration below describes the lot reconfiguration.



Confidential Background Papers

Confidential Background Detail	Confidential Background Papers
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RECOMMENDATIONS:

- A. That the property, Lot 706 SP 179281 PAR Stapylton, be considered ineligible for both a rates exemption and a rates concession for the period 23 October 2014 to 14 May 2015 resulting in rates of \$70,307.20 continuing to be due and payable.
- B. That exemption of rates be applied to the property described in assessment 178541, Lot 1, from 14 May 2015 resulting in a refund of rates of \$24,949.00 currently due and payable for the period from 14 May 2015 to 31 December 2017.
- C. That exemption of rates not be applied to the property described in assessment 178542, Lot 2, from 14 May 2015 resulting in rates of \$291,919.35 for the period from 14 May 2015 to 31 December 2017 continuing to be due and payable.
- D. That a General Rates Concession of 50% be recommended for the property described in assessment 178542, Lot 2, from 14 May 2015 resulting in a 50% refund rates of the General Rates component of \$291,919.35 billed for the period to 31 December 2017.
- E. That the Rates Concession Policy be amended such that the Concession applicable for eligible Charities, Incorporated Associations and Not for Profit Organisations is amended from a General Rates Concession of 100% to a General Rates Concession of 50%-100%.

Richard Bennett
STRATEGIC CLIENT MANAGER

I concur with the recommendations contained in this report.

Andrew Roach
CHIEF FINANCIAL OFFICER

City Management, Finance and Community Engagement Committee	
Mtg Date: 23.01.18	OAR: YES
Authorisation: Gary Kellar	

23 January 2018

MEMORANDUM

TO: CHIEF EXECUTIVE OFFICER

FROM: EXECUTIVE SUPPORT OFFICER

RE: CBD REDEVELOPMENT

INTRODUCTION:

This is a report to advise that consultants McGrath Nicol will be attending the City Management, Finance and Community Engagement Committee to provide an update on matters arising from Council's special meeting of 19 January 2018 concerning a proposed new delivery model for the construction of Council's new Administration Building.

RECOMMENDATION:

That report be received and the contents noted.

Renee Joliffe
EXECUTIVE SUPPORT OFFICER

I concur with the recommendation contained in this report.

Gary Kellar
CHIEF EXECUTIVE OFFICER