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Vicki Lukritz  
3810 6221

1 December 2017

### **NOTICE OF MEETING**

Notice is hereby given that the Ordinary Council Meeting is to be held on 5 December 2017  
9.00 am in the Council Chambers, on the 2<sup>nd</sup> Floor of the Administration Building,  
45 Roderick Street, Ipswich.

The business papers for the meeting are attached to this notice.

## **BUSINESS**

- A. OPENING OF MEETING:
- B. WELCOME TO COUNTRY OR ACKNOWLEDGEMENT OF COUNTRY:
- C. OPENING PRAYER:
- D. APOLOGIES AND LEAVE OF ABSENCE:
- E. CONDOLENCES AND MEMORIALS:
- F. PETITIONS AND PRESENTATIONS:
- G. CONFIRMATION OF MINUTES:
  - 1. Ipswich City Council – Minutes of Meeting of 14 November 2017
- H. RECEPTION AND CONSIDERATION OF COMMITTEE REPORTS:
  - 2. Infrastructure and Emergency Management Committee's Report
  - 3. Works, Parks and Sport Committee's Report
  - 4. Conservation and Environment Committee's Report
  - 5. Libraries and Tourism Committee's Report
  - 6. Arts and Community Development Committee's Report
  - 7. Health, Security and Community Safety Committee's Report
  - 8. Planning, Development and Heritage Committee's Report
  - 9. Economic Development and Digital City Committee's Report
  - 10. City Management, Finance and Community Engagement Committee's Report
- I. CONSIDERATION OF NOTIFIED MOTIONS:
- J. RECEPTION OF NOTICES OF MOTION FOR FUTURE MEETINGS:
- K. QUESTIONS:
- L. OFFICERS' REPORTS:
- M. CONSIDERATION OF ITEMS PLACED ON THE AGENDA BY A COUNCILLOR IN ACCORDANCE WITH SECTION 6 AND 8 OF THE SUBORDINATE LOCAL LAW (2.1 COUNCIL MEETINGS):
  - Notice of Motion (attached) – to be proposed by Cr Wayne Wendt (Deputy Mayor)

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**Cr Wayne Wendt**  
**Ipswich City Council**  
**Councillor for Division 5**



28 November 2017

**To: Chief Executive Officer**

In accordance with Section 8 of Council's Subordinate Local Law No. 2.1 (Council Meetings) I hereby give notice of my intention to move the following motion at Council's Ordinary Meeting of Tuesday, 5 December 2017.

*"That Council delegate authority to the Mayor and Acting Chief Executive Officer to take all, and any steps, and make decision as necessary concerning the employment of officers currently suspended from Council's employ."*

**Background:**

Two senior officers of Council are currently suspended from duty pending the officers' response to Council's concerns in accordance with Council's Discipline Procedure.

Given the impending recess period of December 2017/January 2018, it may become necessary to take steps to progress the matters and, subject to those steps, to make a decision regarding to the industrial matters.

While no decisions have been made at this time, Council will need to provide capacity through appropriate delegations, to ensure that those matters can be addressed and decisions made in accordance with Council's policies, procedures and the officers' contracts of employment.

Signed:

**Councillor Wayne Wendt**

**(Deputy Mayor)**

Shop 1, Jacaranda Centre, 2-3 Jacaranda Street, East Ipswich QLD 4305

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## **MINUTES OF COUNCIL ORDINARY MEETING**

**14 NOVEMBER 2017**

**Held in the Council Chambers, Administration Building**

The meeting commenced at 9.00 am

**ATTENDANCE AT COMMENCEMENT** Councillor Antonioli (Mayor), Morrison, Tully, Silver, Stoneman, Wendt (Deputy Mayor), Bromage, Pisasale, Ireland and Pahlke

**ACKNOWLEDGEMENT OF COUNTRY** Councillor Silver

**OPENING PRAYER** Councillor Bromage

**APOLOGIES AND LEAVE OF ABSENCE** Nil

### **CONDOLENCE MOTIONS**

Nil

### **PETITIONS AND PRESENTATIONS**

**ROSEWOOD RAILWAY** Two Books titled "This was the railway" by Eric Marggraf were presented to the Ipswich City Council Library by the Rosewood Library.

**QUEENSLAND TOURISM AWARDS** Presentation of a plaque to the Ipswich City Council Visitor Information Centre at the 2017 Queensland Tourism Awards as the gold winner in the category of "Visitor Information and Services".

**QUEENSLAND TOURISM AWARDS** Presentation of a plaque to Ipswich City Council at the 2017 Queensland Tourism Awards as the gold winner in the category of "The Richard Power Award for Destination Marketing" for the Discover Ipswich campaign.

**PLANNING INSTITUTE OF AUSTRALIA** Award for Planning Excellence for the Project *Transforming John Street, Rosewood* in the Category of Best Planning Ideas (Small Project) was presented to Ipswich City Council.

**TIVOLI STATE SCHOOL** Certificate of Appreciation awarded to Mayor Andrew Antonioli for the support of Tivoli State School's 140<sup>th</sup> Anniversary Fair.

### **CONFIRMATION OF MINUTES**

**CONFIRMATION OF MINUTES OF ORDINARY MEETING**      Moved by Councillor Ireland:

That the Minutes of the Council Ordinary Meeting held on 20 October 2017 be confirmed.

Seconded by Councillor Pahlke

The motion was put and carried.

### **RECEPTION AND CONSIDERATION OF COMMITTEE REPORTS**

**INFRASTRUCTURE AND EMERGENCY MANAGEMENT COMMITTEE**      Moved by Councillor Bromage:

That the Infrastructure and Emergency Management Committee Report No. 2017(02) of 8 November 2017 be received and adopted.

Seconded by Councillor Pisasale.

The motion was put and carried.

**WORKS, PARKS AND SPORT COMMITTEE**      Moved by Councillor Antonioli (Mayor):

That the Works, Parks and Sport Committee Report No. 2017(02) of 8 November 2017 be received and adopted with the exclusion of Item 8.

Seconded by Councillor Morrison.

**CONFLICT OF INTEREST ITEM 5**  
**Councillor Antonioli (Mayor)**      In accordance with section 173 of the *Local Government Act 2009*, Councillor Antonioli (Mayor) informed the meeting that he has, or could reasonably be taken to have, a perceived conflict of interest in Item 5, titled 2017–2018 Sporting Event Sponsorship Applications October 2017.

The nature of the interest is that Councillor Antonioli (Mayor) is a patron of Ipswich Little Athletics.

Councillor Antonioli (Mayor) came to the conclusion that because of the nature of the perceived conflict, he can properly participate in the discussion of the matter and vote in the public interest.

Councillor Antonioli (Mayor) and the majority of councillors entitled to vote, voted for the recommendation.

The motion was put and carried.

**WORKS, PARKS AND SPORT COMMITTEE ITEM 8**      Moved by Councillor Morrison:

That Item 8 of the Works, Parks and Sport Committee Report No.

2017(02) of 8 November 2017 be received and adopted.

Seconded by Councillor Pisasale.

**CONFLICT OF INTEREST  
ITEM 8  
Councillor Wendt  
(Deputy Mayor)**

In accordance with section 173 of the *Local Government Act 2009*, Councillor Wendt (Deputy Mayor) informed the meeting that he has a real conflict of interest in Item 8, titled 16-17-016 – Waste Disposal Services Contract Award.

The nature of the interest is that Councillor Wendt (Deputy Mayor) has received a campaign donation from one of the tenderers NuGrow.

Councillor Wendt (Deputy Mayor) came to the conclusion that because of the nature of the real conflict, he will exclude himself from the meeting while this matter is debated and the vote is taken.

At 9.15 am Councillor Wendt (Deputy Mayor) left the meeting room (including any area set aside for the public) and stayed out of the meeting room while the item was being discussed and voted on.

**CONFLICT OF INTEREST  
ITEM 8  
Councillor Antonioli  
(Mayor)**

In accordance with section 173 of the *Local Government Act 2009*, Councillor Antonioli (Mayor) informed the meeting that he has a real conflict of interest in Item 8, titled 16-17-016 – Waste Disposal Services Contract Award.

The nature of the interest is that one of the tenderers NuGrow, was a donor to the Mayoral by-election.

Councillor Antonioli (Mayor) came to the conclusion that because of the nature of the real conflict, he will exclude himself from the meeting while this matter is being debated and the vote taken.

**ASSUMING THE CHAIR**

Moved by Councillor Ireland:

That Councillor Tully assume the Chair.

Seconded by Councillor Pahlke

The motion was put and carried.

At 9.16 am Councillor Tully assumed the Chair.

At 9.16 am Councillor Antonioli (Mayor) left the meeting room (including any area set aside for the public) and stayed out of the meeting room while the item was being discussed and voted on.

**CONFLICT OF INTEREST  
ITEM 8  
Councillor Silver**

In accordance with section 173 of the *Local Government Act 2009*, Councillor Silver informed the meeting that she has, or could reasonably be taken to have, a perceived conflict of interest in Item 8, titled 16-17-016 – Waste Disposal Services Contract Award.

The nature of the interest is that Councillor Silver has received hospitality

from Cleanaway and is also on the Cleanaway Reference Group.

Councillor Silver came to the conclusion that because of the relatively minor nature of the perceived conflict, she can properly participate in the discussion of the matter and vote in the public interest.

Moved by Councillor Morrison:

That the recommendation of the Works, Parks and Sport Committee Report No. 2017(02) of 8 November 2017 in relation to Item 8 be received and adopted.

The motion was put and carried.

Councillor Silver voted against the motion.

#### **RESUMING THE CHAIR**

At 9.17 am Councillor Antonioli (Mayor) returned to the meeting and resumed the Chair. Councillor Wendt (Deputy Mayor) also returned to the Council Chambers.

#### **CONSERVATION AND ENVIRONMENT COMMITTEE**

Moved by Councillor Silver:

That the Conservation and Environment Committee Report No. 2017(02) of 8 November 2017 be received and adopted.

Seconded by Councillor Bromage.

#### **AMENDMENT**

Moved by Councillor Tully:

That Item 4 be amended to delete the reference to Redbank Plains in the report heading, precis and recommendation A.

Seconded by Councillor Bromage.

The motion as amended was put and carried.

#### **LIBRARIES AND TOURISM COMMITTEE**

Moved by Councillor Pahlke:

That the Libraries and Tourism Committee Report No. 2017(02) of 8 November 2017 be received and adopted.

Seconded by Councillor Ireland

The motion was put and carried.

#### **ARTS AND COMMUNITY DEVELOPMENT COMMITTEE**

Moved by Councillor Stoneman:

That the Arts and Community Development Committee Report No. 2017(02) of 8 November be received and adopted.

Seconded by Councillor Wendt

**CONFLICT OF INTEREST  
ITEM 1**

**Councillors Antonioli  
(Mayor) and Pisasale**

In accordance with section 173 of the *Local Government Act 2009*, Councillors Antonioli (Mayor) and Pisasale informed the meeting that they have, or could reasonably be taken to have, a perceived conflict of interest in Item 1 titled Amalgamation of Ipswich Arts Foundation and Ipswich Arts Foundation Trust.

The nature of Councillor Antonioli's (Mayor) interest is that he is Council's appointed member on the Ipswich Arts Foundation and is also nominated within the recommendation of the report.

The nature of Councillor Pisasale's (Mayor) interest is that he is Council's appointed member on the Ipswich Arts Foundation Board, is also the Deputy Chair of the Ipswich Arts Foundation Board and is nominated within the recommendation of the report.

Councillors Antonioli (Mayor) and Pisasale came to the conclusion that because of the relatively minor nature of their perceived conflicts, they can properly participate in the discussion of the matter and vote in the public interest.

Councillors Antonioli (Mayor) and Pisasale and the majority of councillors entitled to vote, voted for the recommendation.

The motion was put and carried.

**CONFLICT OF INTEREST  
ITEM 4**

**Councillor Silver**

In accordance with section 173 of the *Local Government Act 2009*, Councillor Silver informed the meeting that she has, or could reasonably be taken to have, a perceived conflict of interest in Item 4 titled Community Development Grants – October 2017.

The nature of the interest is that Councillor Silver has received hospitality from Qld Pioneer Steam Train Railway Co-Op Ltd.

Councillor Silver came to the conclusion that because of the relatively minor nature of the perceived conflict, she can properly participate in the discussion of the matter and vote in the public interest.

Councillor Silver and the majority of councillors entitled to vote, voted for the recommendation.

The motion was put and carried.

**HEALTH SECURITY AND  
COMMUNITY SAFETY  
COMMITTEE**

Moved by Councillor Ireland:

That the Health, Security and Community Safety Committee Report No. 2017(02) of 9 November 2017 be received and adopted.

Seconded by Councillor Pisasale

The motion was put and carried.



**PLANNING,  
DEVELOPMENT AND  
HERITAGE COMMITTEE**

Moved by Councillor Morrison:

That the Planning, Development and Heritage Committee Report No. 2017(11) of 9 November 2017 be received and adopted.

Seconded by Councillor Stoneman

The motion was put and carried.

**ECONOMIC  
DEVELOPMENT AND  
DIGITAL CITY  
COMMITTEE**

Moved by Councillor Tully:

That the Economic Development and Digital City Committee Report No. 2017(02) of 9 November 2017 be received and adopted subject to the deletion of the current Item 2 and the inclusion of the following Item 2:

**2. KEY TO THE CITY OF IPSWICH PRESENTATION – AUNTY FAYE CARR**

With reference to a report by the Events and Engagement Officer dated 27 October 2017 concerning the presentation of a Key to the City of Ipswich to Aunty Faye Carr in recognition of her being awarded the 2017 National NAIDOC Elder of the Year.

- A. That in recognition of Aunty Faye Carr being awarded the 2017 National NAIDOC Elder of the Year, Council approve for Aunty Faye Carr to be presented with a Key to the City of Ipswich.
- B. That the Chief Operating Officer (Economic Development and Marketing), in consultation with Chief Operating Officer (Arts, Social Development and Community Engagement), co-ordinate a civic event for the presentation of a Key to the City of Ipswich to Aunty Faye Carr.

Seconded by Councillor Silver.

**CONFLICT OF INTEREST  
ITEM 1  
Councillors Wendt  
(Deputy Mayor) and  
Antoniolli (Mayor)**

In accordance with section 173 of the *Local Government Act 2009*, Councillors Wendt (Deputy Mayor) and Antoniolli (Mayor) informed the meeting that they have, or could reasonably be taken to have, a perceived conflict of interest in Item 1, titled Ipswich Events Management Market Testing by Expressions of Interest.

The nature of Councillor Wendt's (Deputy Mayor) interest is that he is Council's appointed director of Ipswich Events Corporation.

The nature of Councillor Antoniolli's (Mayor) interest is that he is Council's former appointed director of Ipswich Events Corporation.

Councillor Wendt (Deputy Mayor) and Antoniolli (Mayor) came to the conclusion that because of the relatively minor nature of the perceived conflict, they can properly participate in the discussion of the matter and vote in the public interest.

Councillor Wendt (Deputy Mayor), Antoniolli (Mayor) and the majority of

councillors entitled to vote, voted for the recommendation.

The motion was put and carried.

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

Moved by Councillor Wendt (Deputy Mayor):

That the City Management, Finance and Community Engagement Committee Report No. 2017(11) of 9 November 2017 be received and adopted.

Seconded by Councillor Martin

**CONFLICTS OF INTEREST  
ITEM 18**

**Councillors Morrison,  
Tully and Wendt  
(Deputy Mayor)**

In accordance with section 173 of the *Local Government Act 2009*, Councillors Morrison, Tully and Wendt (Deputy Mayor) informed the meeting that they have, or could reasonably be taken to have, a perceived conflict of interest in Item 18, titled Ipswich Motorsport Park – Status of Initiatives/Events.

The nature of Councillor Morrison's interest is that he is a director of Ipswich Motorsport Park Pty Ltd.

The nature of Councillor Tully's interest is that he is a director of Ipswich Motorsport Park Pty Ltd.

The nature of Councillor Wendt's (Deputy Mayor) interest is that he is the shareholders representative of Ipswich Motorsport Park Pty Ltd.

Councillors Morrison, Tully and Wendt (Deputy Mayor) came to the conclusion that because of the relatively minor nature of the perceived conflict, they can properly participate in the discussion of the matter and vote in the public interest.

Councillors Morrison, Tully and Wendt (Deputy Mayor) and the majority of councillors entitled to vote, voted for the recommendation.

The motion was put and carried.

**MEETING CLOSED**

The meeting closed at 9.58am.

"These minutes are subject to confirmation at the next scheduled Council Ordinary Meeting"

## **INFRASTRUCTURE AND EMERGENCY MANAGEMENT COMMITTEE NO. 2017(03)**

**27 NOVEMBER 2017**

### **REPORT**

**COUNCILLORS' ATTENDANCE:** Councillor Bromage (Chairperson); Councillors Antonioli (Mayor), Wendt (Deputy Mayor), Morrison, Silver, Ireland, Stoneman (Observer), Martin (Observer), Pisasale (Observer) and Pahlke (Observer)

**COUNCILLOR'S APOLOGIES:** Nil

#### **1. ADDITIONAL APPOINTMENTS TO LOCAL DISASTER MANAGEMENT GROUP**

With reference to a report by the Principal Officer (Emergency Management) dated 10 November 2017 concerning proposed additional appointments of Ipswich City Council personnel to the City of Ipswich Local Disaster Management Group (LDMG).

#### **RECOMMENDATION**

- A. That Council appoint Deputy Mayor, Councillor Wayne Wendt and Councillor David Morrison as the additional Deputy Chairpersons to the Local Disaster Management Group.
  - B. That the Local Disaster Coordinator, in consultation with the Mayor as Chairperson of the Local Disaster Management Group, be authorised to appoint additional Deputy Local Disaster Coordinators.
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#### **2. HONORARIUM FOR SES LOCAL CONTROLLER**

With reference to a report by the Principal Officer (Emergency Management) dated 6 November 2017 concerning the role of SES Local Controller for the Ipswich City State Emergency Service (SES) Unit.

#### **RECOMMENDATION**

- A. That Council advise the Queensland Fire and Emergency Services that its preference is that the City of Ipswich State Emergency Service Unit Local Controller not be a Council Employee.
- B. That Council provide annual funding up to the value of \$90,000.00 to support the Queensland Fire and Emergency Services in recruiting and retaining a suitable City of Ipswich State Emergency Service Local Controller.

- C. That the Chief Operating Officer (Works, Parks and Recreation) be authorised to finalise the necessary arrangements with Queensland Fire and Emergency Services.
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3. INFRASTRUCTURE DELIVERY PROGRESS AS AT 13 NOVEMBER 2017

With reference to a report by the Commercial Finance Manager dated 13 November 2017 concerning the delivery of the 2017-2018 Infrastructure Services Capital Works Portfolio.

RECOMMENDATION

That the report be received and the contents noted.

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4. SUSTAINABLE TRAVEL SUB-PROGRAM CYCLE SAFETY AND MOBILITY IMPROVEMENTS LINE ITEM 2018–2019 PRIORITISED LIST OF PROJECTS

With reference to a report by the Transport Planner dated 8 November 2017 concerning the 'Cycle Safety and Mobility Improvements' capital works portfolio line item.

RECOMMENDATION

- A. That the prioritised list of projects, as detailed in Attachment B of the report by the Transport Planner dated 8 November 2017, be used when developing the Cycle Safety and Mobility Improvements line item of the Sustainable Transport sub-program as part of the 2018–2019 capital works portfolio.
- B. That consultation be undertaken with Councillors to assist in the identification of potential future projects which may be suitable for the Cycle Safety and Mobility Improvements line item within the Sustainable Travel sub-program.
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5. TRANSPORT INFRASTRUCTURE DEVELOPMENT SCHEME (TIDS) 2018–2019 TO 2020–2021 CAPITAL WORKS PROGRAM

With reference to a report by the Infrastructure Planning Manager dated 9 November 2017 concerning Council's Capital Works Program under the State Government's Transport Infrastructure Development Scheme, for the next three consecutive financial years, where funding is currently committed.

## RECOMMENDATION

That Council nominate and submit, through the Scenic Valleys Regional Roads and Transport Group, the projects listed below as its works program under the Roads and Transport Alliance's Transport Infrastructure Development Scheme for the financial years 2018–2019 through to 2020–2021:

- Old Toowoomba Road
- Redbank Plains Road
- Springfield Greenbank Arterial.

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### 6. ROSEWOOD LIBRARY CONCEPT DESIGN PACKAGE – DIVISION 10

With reference to a report by the Program and Technical Services Manager dated 10 November 2017 concerning the Rosewood Library Concept Design Package.

In accordance with section 173 of the *Local Government Act 2009*, Councillor Pahlke informed the meeting that he has, or could reasonably be taken to have, a perceived conflict of interest in Item 6 titled Rosewood Library Concept Design Package – Division 10.

The nature of the interest is that he has a property that shares a 10% boundary at the rear.

Councillor Pahlke came to the conclusion that because of the relatively minor nature of the perceived conflict, he can properly participate in the discussion of the matter.

As Councillor Pahlke is not a member of the Infrastructure and Emergency Management Committee, he did not vote on the matter.

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## RECOMMENDATION

- A. That the Rosewood Library Concept Design Package as outlined in the confidential background papers and the report by the Program and Technical Services Manager dated 10 November 2017, be adopted.
- B. That the Concept Design Package outlined in the background papers, be made available to the community.

The majority of councillors entitled to vote, voted for the recommendation.

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### 7. CHRISTMAS MESSAGE

Councillor Bromage, on behalf of the Infrastructure and Emergency Management Committee, extended best wishes to fellow Councillors and staff for a Merry Christmas and a safe and prosperous New Year and thanked everyone for their co-operation and work throughout the year.

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## **PROCEDURAL MOTIONS AND FORMAL MATTERS**

The meeting opened at 8.31 am.

The meeting closed at 10.05 am.

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**WORKS, PARKS AND SPORT COMMITTEE NO. 2017(03)**

**27 NOVEMBER 2017**

**REPORT**

**COUNCILLORS' ATTENDANCE:** Councillor Antonioli (Chairperson and Mayor); Councillors Wendt (Deputy Mayor), Morrison, Silver, Bromage, Martin, Stoneman (Observer), Pisasale (Observer), Ireland (Observer) and Pahlke (Observer)

**COUNCILLOR'S APOLOGIES:** Nil

1. **2017–2018 SPORTING EVENT SPONSORSHIP APPLICATIONS OCTOBER 2017**

With reference to a report by the Sport and Recreation Officer dated 31 October 2017 concerning applications for Sporting Event Sponsorship in October 2017.

**RECOMMENDATION**

That Council provide sponsorship to Rosewood Bowls Club for the amount of \$500.00 (incl GST) in sponsorship for the Rosewood and District Community Bendigo Bank Men's Open Fours Carnival and that this amount be funded from the Sporting Event Sponsorship budget.

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2. **SPORT EVENT SPONSORSHIP PROGRAM REVIEW**

With reference to a report by the Sport and Recreation Officer dated 1 November 2017 concerning a review of the Sport Event Sponsorship program.

**RECOMMENDATION**

- A. That the Sport and Recreation Funding program outlined in the report by the Sport and Recreation Officer dated 1 November 2017, be implemented as of 1 July 2018.
  - B. That the Sport and Recreation Funding program be reviewed in April 2019 and a report submitted to Council.
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3. **BUNDAMBA SWIMMING POOL ACCESS RAMP – DIVISION 4**

With reference to a report by the Planning Officer (Open Space) dated 1 November 2017 concerning the Bundamba Swimming Pool access ramp.

### RECOMMENDATION

- A. That the proposed installation of a pool access ramp at Bundamba Swimming Centre proceed.
  - B. That the additional funding required to complete the nominated Bundamba Swimming Centre proposed ramp and rehabilitation works be included in the 2018-2019 Capital Works Program.
  - C. That new starting blocks for Bundamba Swimming Centre be considered in the 2018-2019 Capital Works Program.
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#### 4. BUILDING BETTER REGIONS FUND SUBMISSIONS

With reference to a report by the Coordinator (Grant Management) dated 16 November 2017 concerning the Australian Government's Building Better Regions Fund - Round 2 request for project submissions.

### RECOMMENDATION

- A. That the Chief Operating Officer (Works, Parks and Recreation), in consultation with the Chairperson and Deputy Chairperson of the Works, Parks and Sport Committee, make application to the Building Better Regions Fund – Round 2 for the infrastructure project - John Street Rosewood Transformation.
  - B. That the Chief Operating Officer (Works, Parks and Recreation), in consultation with the Chairperson and Deputy Chairperson of the Works, Parks and Sport Committee, make application to the Building Better Regions Fund – Round 2 for the community investment projects - Brisbane Valley Rail Trail Mountain Bike Marathon and Little Liverpool Ranges Connected Landscapes and Communities Initiative - Capability Building.
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#### 5. TENDER NO. 10999 – GEORGIE CONWAY LEICHHARDT AND BUNDAMBA SWIM CENTRE MANAGEMENT AGREEMENTS TENDER AWARD

With reference to a report by the Principal Officer (Procurement and Contract Operations) dated 10 November 2017 concerning the award of contract 10999 Georgie Conway Leichhardt and Bundamba Swim Centre Management Arrangements.

In accordance with section 173 of the *Local Government Act 2009*, Councillors Antonioli (Mayor), Bromage, Stoneman and Pisasale informed the meeting that they have, or could reasonably be taken to have, a perceived conflict of interest in Item 5 titled Tender No. 10999 – Georgie Conway Leichhardt and Bundamba Swim Centre Management Agreements Tender Award.

The nature of Councillor Antonioli (Mayor) and Stoneman's interest is that they have each had a meeting with one of the applicants where matters relating to the tender were discussed.



The nature of Councillor Bromage's interest is that she is a Patron of the Western Aquatics Swim Club and she has had a meeting with one of the applicants where matters relating to the tender were discussed.

The nature of Councillor Pisasale's interest is that he is a Patron of the Railway Swim Club and he has had a meeting with one of the applicants where matters relating to the tender were discussed.

Councillors Antonioli (Mayor), Bromage, Stoneman and Pisasale came to the conclusion that because of the nature of the perceived conflict, they will exclude themselves from the meeting while this matter is debated and the vote is taken.

Councillors Antonioli (Mayor), Bromage, Stoneman and Pisasale left the meeting room at 10.37 am (including any area set aside for the public) and stayed out of the meeting room while the item was being discussed and voted on.

As Councillor Antonioli (Chairperson and Mayor) was leaving the meeting room at 10.37 am, he invited Councillor Morrison (Deputy Chairperson) to assume the Chair.

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It was moved by Councillor Morrison, seconded by Councillor Wendt and carried "That in accordance with section 275(1)(e) of the *Local Government Regulation 2012*, the committee resolve to move into closed session to discuss Item 5 titled Tender No. 10999 – Georgie Conway Leichhardt and Bundamba Swim Centre Management Agreements Tender Award.

The meeting moved into closed session at 10.37 am.

It was moved by Councillor Morrison, seconded by Councillor Wendt and carried that the meeting move into open session. The meeting moved into open session at 10.50 am and the vote was taken.

#### RECOMMENDATION

- A. That Tender No. 10999 for the Georgie Conway Leichhardt and Bundamba Swim Centre Management Arrangements be awarded to Australian Crawl Goodna Pty Ltd.
- B. That Council enter into a contract with Australian Crawl Goodna Pty Ltd for the Georgie Conway Leichhardt and Bundamba Swim Centre Management Agreements for a period of 10 years.
- C. That the Chief Executive Officer be authorised to negotiate and finalise the terms 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*.

The majority of councillors entitled to vote, voted for the recommendation.

Councillor Antonioli (Chairperson and Mayor) returned to the meeting at 10.50 am and resumed the Chair.

Councillors Bromage, Stoneman and Pisasale returned to the meeting at 10.50 am.

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6. CHRISTMAS MESSAGE

Councillor Antonioli (Mayor), on behalf of the Works, Parks and Sport Committee, extended best wishes to fellow Councillors and staff for a Merry Christmas and a safe and prosperous New Year and thanked everyone for their co-operation and work throughout the year.

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PROCEDURAL MOTIONS AND FORMAL MATTERS

The meeting opened at 10.15 am.

The meeting closed at 10.53 am.

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**CONSERVATION AND ENVIRONMENT COMMITTEE NO. 2017(03)**

**27 NOVEMBER 2017**

REPORT

**COUNCILLORS' ATTENDANCE:** Councillor Silver (Chairperson); Councillors Antonioli (Mayor), Wendt (Deputy Mayor), Morrison, Bromage, Martin, Stoneman (Observer), Pisasale (Observer) and Pahlke (Observer)

**COUNCILLOR'S APOLOGIES:** Nil

1. **SOUTH EAST QUEENSLAND FIRE AND BIODIVERSITY CONSORTIUM ANNUAL FUNDING**

With reference to a report by the Planning Officer (Natural Environment) dated 6 November 2017 concerning the ongoing financial contribution to and partnership with the South East Queensland Fire and Biodiversity Consortium (SEQFBC).

**RECOMMENDATION**

That Council provide a financial contribution of \$7,020.00 (excl. GST), to the South East Queensland Fire and Biodiversity Consortium to be funded through the 2017-2018 Enviroplan budget.

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2. **PROPOSAL TO EXPAND THE HEALTHY LAND AND WATER CLEAN UP PROGRAM ON THE BREMER RIVER**

With reference to a report by the Waterway Health Officer concerning a proposal to expand the current levels of service provided by the Healthy Land and Water Clean-up Boat on the Bremer River in response to increased levels of litter and public concern.

**RECOMMENDATION**

- A. That Healthy Land and Water be engaged to provide an expanded Bremer River Clean-up initially for 6 months, focussing on litter hotspots around the Ipswich CBD.
- B. That Council investigate the value of the clean-up program with consideration for a further continuation of the program in 2018–2019.
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3. CHRISTMAS MESSAGE

Councillor Silver, on behalf of the Conservation and Environment Committee, extended best wishes to fellow Councillors and staff for a Merry Christmas and a safe and prosperous New Year and thanked everyone for their co-operation and work throughout the year.

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**PROCEDURAL MOTIONS AND FORMAL MATTERS**

The meeting opened at 10.58 am.

The meeting closed at 11.06 am.

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## **LIBRARIES AND TOURISM COMMITTEE NO. 2017(03)**

**27 NOVEMBER 2017**

### **REPORT**

**COUNCILLORS' ATTENDANCE:** Councillor Pahlke (Chairperson); Councillors Antonioli (Mayor), Wendt (Deputy Mayor), Stoneman, Pisasale, Ireland, Morrison (Observer), Silver (Observer), Bromage (Observer) and Martin (Observer)

**COUNCILLOR'S APOLOGIES** Nil

1. **DISCOVER IPSWICH AMBASSADOR PROGRAM**

With reference to a report by the Tourism Development Manager dated 16 November 2017 concerning the Discover Ipswich Ambassador Program.

**RECOMMENDATION**

- A. That the report be received and the contents noted.
  - B. That the volunteer program be renamed the Discover Ipswich Ambassador Program.
- 

2. **ARTS, SOCIAL DEVELOPMENT AND COMMUNITY ENGAGEMENT DEPARTMENT  
QUARTERLY REPORT – APRIL TO JUNE 2017**

With reference to a report by the Executive Support and Research Officer dated 27 October 2017 concerning the Arts, Social Development and Community Engagement Departmental Quarterly Report for the Quarter ending September 2017.

**RECOMMENDATION**

That the report be received and the contents noted.

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3. **CHRISTMAS MESSAGE**

Councillor Pahlke, on behalf of the Libraries and Tourism Committee, extended best wishes to fellow Councillors and staff for a Merry Christmas and a safe and prosperous New Year and thanked everyone for their co-operation and work throughout the year and urged everyone to drive safely during the festive period.

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## **PROCEDURAL MOTIONS AND FORMAL MATTERS**

The meeting opened at 11.16 am.

The meeting closed at 11.55 am.

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<b>Libraries and Tourism Committee</b>	
Mtg Date: 27.11.2017	OAR: YES
<b>Authorisation:</b> Caroline McMahon	

27 October 2017

## **MEMORANDUM**

TO: CHIEF OPERATING OFFICER  
(ARTS, SOCIAL DEVELOPMENT AND COMMUNITY ENGAGEMENT)

FROM: EXECUTIVE SUPPORT AND RESEARCH OFFICER

RE: ARTS, SOCIAL DEVELOPMENT AND COMMUNITY ENGAGEMENT DEPARTMENT  
QUARTERLY REPORT – APRIL TO JUNE 2017

---

### **INTRODUCTION:**

This is a report by the Executive Support and Research Officer dated 27 October 2017 concerning the Arts, Social Development and Community Engagement Departmental Quarterly Report for the Quarter ending September 2017.

### **ATTACHMENTS:**

Name of Attachment	Attachment
<a href="#">Attachment A - Arts, Social Development and Community Engagement Department – July to September 2017</a>	 Attachment A

### **RECOMMENDATION:**

That the report be received and the contents noted.

Alisha Parker  
**EXECUTIVE SUPPORT AND RESEARCH OFFICER**

I concur with the recommendation contained in this report.

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





# Arts, Social Development and Community Engagement

Quarterly Activity Report  
July – September 2017



[lpswich.qld.gov.au](http://lpswich.qld.gov.au)





# Contents

<b>Introduction .....</b>	<b>4</b>
<b>Data Challenges Our Thinking.....</b>	<b>5</b>
<b>Community Engagement .....</b>	<b>7</b>
<b>Our Community Focus: Working with Organisations .....</b>	<b>7</b>
<b>Our Community Focus: Working with Individuals .....</b>	<b>9</b>
<b>Our Community Focus: Community Participation.....</b>	<b>13</b>
<b>Service Development.....</b>	<b>16</b>
<b>Ipswich Libraries .....</b>	<b>17</b>
<b>The Changing Face of Ipswich Libraries .....</b>	<b>17</b>
<b>Membership.....</b>	<b>17</b>
<b>Loans .....</b>	<b>17</b>
<b>Library Collections.....</b>	<b>18</b>
<b>Public Programming.....</b>	<b>20</b>
<b>Digital Engagement (Formerly Social Media) .....</b>	<b>23</b>
<b>News-making storytelling .....</b>	<b>24</b>
<b>Benchmarking Across other Library Services.....</b>	<b>26</b>
<b>Other .....</b>	<b>27</b>
<b>Performing Arts.....</b>	<b>29</b>
<b>Enhancing the Customer Experience.....</b>	<b>29</b>
<b>Our Community Focus .....</b>	<b>31</b>
<b>Cultural Flagship.....</b>	<b>35</b>
<b>Visual Arts .....</b>	<b>37</b>
<b>Cultural Development.....</b>	<b>37</b>
<b>Cultural Flagship.....</b>	<b>38</b>
<b>Our Community Focus .....</b>	<b>39</b>



# Introduction

The primary objective of the Arts, Social Development and Community Engagement (ASDCE) department is to strengthen and contribute to the sense of community, and to enhance the lives of the City's residents and visitors through implementation and development of innovative programs and services.

This quarter's activity report focusses on the outcomes delivered in community development, the creative and performing arts, and library services.

## *Community Engagement*

A core focus for the department is on strengthening local communities, connecting them and facilitating access to community services. We influence change in our communities in three ways:

- By working with community organisations
- By working directly with individuals
- By working with service providers

## *Library Services*

Library Services provides a unique hub where the community can explore and share new ideas, learn and relax. Our programs reach out into the community to strengthen and build community capacity and social resilience.

## *Performing Arts*

The Civic Centre and Studio 188! play an important role within our community, supporting a rich local history in performing arts and an increasing community commitment to participate in and support locally performed productions.

## *Visual Arts*

The Art Gallery represents a cultural flagship that enhances civic pride and makes engaging with the creative arts accessible and enjoyable. It has helped position Ipswich as a premium regional destination for cultural tourists.

## Data Challenges Our Thinking

ABS 2016 data analysis continues to provide insights into how Ipswich has grown and who lives there. This information is assisting in the development of future plans to manage growth, encourage investment and address the needs of our diverse population.

In 2016, there were 8,428 residents identifying as Aboriginal and/or Torres Strait Islander living in Ipswich (representing 4.4 % of the population), which is slightly higher than Queensland's proportion of 4.0% (see Figure 1). This figure is 0.6% higher than five years ago (3.8% in 2011) which is larger than the state proportion increase of 0.2% between 2011 and 2016. Part of this growth is likely to illustrate an increasing trend for current Ipswich residents to identify as Aboriginal and/or Torres Strait Islanders. This number is thought to have been traditionally under-reported, and the rising proportion may reflect the increasing awareness of individual heritage.

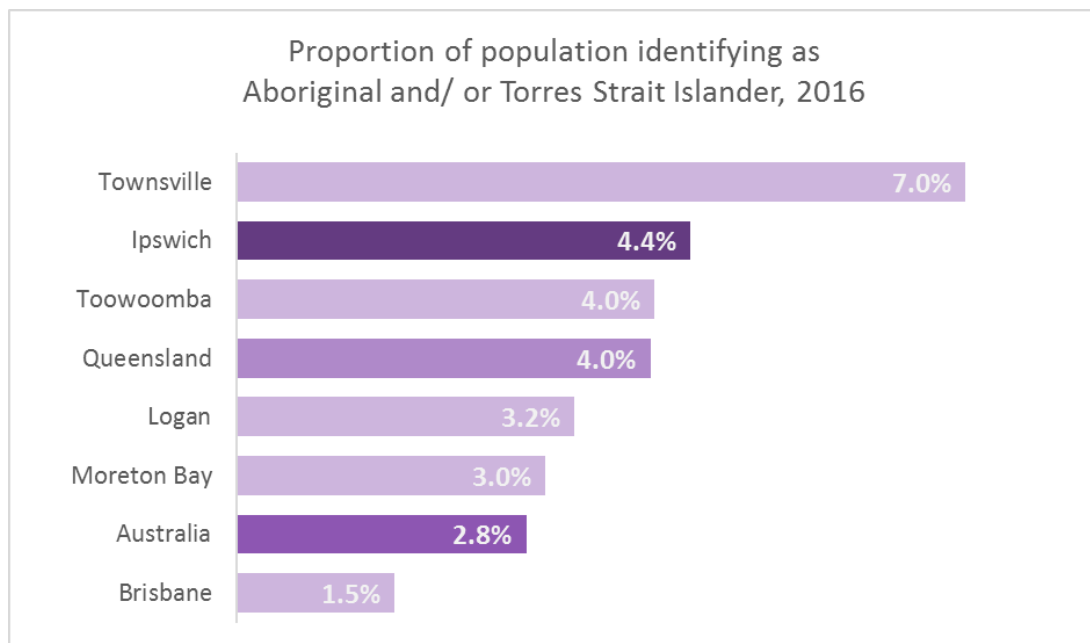


Figure 1

The median age of Aboriginal and Torres Strait Islanders living in Ipswich of 19 years is substantially lower than the city's median age of 32 years, however, this is one year older than in 2011 when the median age for Aboriginal and Torres Strait Islander Peoples in Ipswich was 18 years.

The average number of Aboriginal and Torres Strait Islander people living in each dwelling is 3.5 people in 2016 which is the same as in 2011. This average is consistently higher than the average household size for Ipswich which was 2.8 people per dwelling during both Census periods.

Aboriginal and/or Torres Strait Islander median weekly household income of \$1,299 is 8.5% lower than the median for Ipswich (\$1,410 in 2016). This income disparity gap has decreased since 2011 however, when Aboriginal and Torres Strait Islander median household incomes were 12% lower than the Ipswich median (\$1,100 and \$1,233 respectively).

Overall there seem to be some encouraging signs of improvement, although it would be premature to declare a closing of the gap on these outcomes without further interrogation of other data sets including the Census migration and employment data (due out late October). Regardless, these results show that there needs to be continued focus in this space by all levels of government to improve the life outcomes for Aboriginal and Torres Strait Islander residents in Ipswich.

# Community Engagement

## Our Community Focus: Working with Organisations

A key focus area for the Community Engagement Branch is to shape the social and economic progress of the community by building the capacity of community organisations. This is achieved through the delivery of training and workshops, working directly with individual community groups, and through the provision of funding.

### *Working with Individual Organisations*

The Community Engagement Branch worked directly with a number of community organisations to build their capability and capacity:

Organisation	Capability Building
Police Liaison Officers	Police Liaison Officers (PLOs) have been invited to work strategically with Council to understand the strategic drivers for Council's work within specific communities and to participate in targeted solutions that address evidence based need.
YMCA Breakfast Program	YMCA Breakfast Programs provides free breakfast to young children in local schools (i.e. fruit and healthy breakfast options). Community Development Officers are working with YMCA Breakfast Program to grow the program and help them to secure funding in order to remain viable and grow in the Ipswich Region
Canteen Australia	<b>Canteen</b> , is the national support organisation for young people (aged 12–24) living with cancer; including cancer patients, their brothers and sisters and young people with parents or primary carers with cancer. The Community Engagement Branch has assisted Canteen to build better awareness of the organisation in the Ipswich region by connecting them with stallholder opportunities at local events and facilitating a presentation at the Ipswich Youth Interagency Meeting. Canteen also supplied the Ipswich Youth Advisory Council with Canteen branded apparel for their water station at the annual Park2Park event.
FSG Australia	<b>FSG Australia</b> is a community organisation offering an innovative range of disability, mental health, aged care, family and children's services. The Community Engagement Branch is working with FSG to engage with the City's young community and advocate for the needs of youth in Ipswich.
University of Southern Queensland	Council has signed a memorandum of understanding for collaboration with the University of Southern Queensland's Film & Television faculty. The agreement will enable staff and USQ media students to collaborate in the promotion, enhancement and support of Departmental programs and initiatives and, in doing so, engage with the community in an array of media promotion and production.
Sports and Cultural Day	The <b>Ipswich Sports and Cultural Day</b> was held on Saturday 30 September with 300 young people participating and an estimated attendance of 1000. The program includes seven weeks of

Organisation	Capability Building
	training and community engagement leading up to the community event. The program aims to improve community leadership through active participation.
ICANIWILL	ICANIWILL is a Children's Charity that promotes inclusion and changes the lives of children who have been severely bullied due to their special needs. The Community Engagement Branch has met with the charity to increase awareness of the organisation and to discuss the delivery of initiatives in the Ipswich region. Furthermore, Council has connected ICANIWILL to a range of stallholder opportunities at local community events.
Making Career Choices (MCC)	Making Career Choices aims to improve the access, participation and success of students from communities under-represented in higher education. Initiatives such as career development workshops and career education information sessions are available to school students, their families and the wider community. In addition to connecting the organisation to a range of stallholder opportunities at local community events, the Community Engagement has worked with MCC to refer young people to access their services.
Headspace Ipswich	<b>headspace</b> is the National Youth Mental Health Foundation providing early intervention mental health services to 12-25 year olds, along with assistance in promoting young peoples' wellbeing. This covers four core areas: mental health, physical health, work and study support and alcohol and other drug services. The Community Engagement Branch has been actively working to build a relationship with Headspace Ipswich and the Headspace Youth Reference Group.
Ipswich Hospital Foundation	Ipswich Hospital Foundation aims to support the community's health services and promote healthy lifestyles in order to improve the health of the community and reverse the trend of increasing (often preventable) chronic diseases. The Community Engagement Branch has been actively working to build a relationship with Ipswich Hospital Foundation to increase awareness and connect with services and organisations in Ipswich.
LGBTIQ Interagency	Initiated by the USQ, inaugural meeting held in September 2017 providing local services the ability to liaise and share information on how to best support the LGBTIQ community in the greater Ipswich area.
Lockyer Valley Regional Council	The Community Engagement Branch has been working to build a strategic relationship with our neighboring LGA region to share information, benchmark and discuss current and emerging trends for our respective communities
Somerset Regional Council	The Community Engagement Branch has been working to build a strategic relationship with our neighboring LGA region to share information, benchmark and discuss current and emerging trends for our respective communities

## Funding

Between July and September ASDCE administered \$424,287 of funding to community organisations, delivered through Community and Citywide Donations, and Council's community grant programs. The majority of this funding was made available to local clubs and schools for facility upgrades; events; and ongoing running costs.

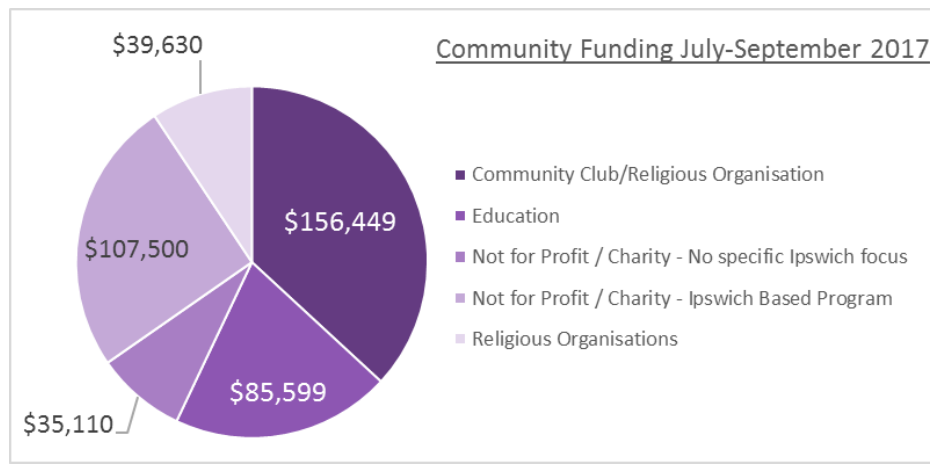


Figure 2

## Our Community Focus: Working with Individuals

In addition to working with community organisations, we have also worked to improve the individual wellbeing of target groups through specific community development programs and the Home Assist program.

### Specific Community Development Programs

We have delivered various workshops and programs to address key social issues with identified community members:

Session name	Community benefit	Involvement	Partners
Seniors Connect	<p>These monthly sessions enable seniors to stay connected with their peers and informed on important topics. The following sessions were held during this period:</p> <ul style="list-style-type: none"> <li>• Keeping Your Skin Healthy</li> <li>• Heart Health</li> <li>• Your Rights</li> <li>• Enjoy Life to the Fullest</li> </ul>	78	<ul style="list-style-type: none"> <li>• Red Cross</li> <li>• Council on the Ageing</li> <li>• Lifeguard Health &amp; Safety</li> <li>• QLD Police</li> <li>• Dept of Human Services</li> </ul>
Oztag Redbank Plains	<p>Working with the local PCYC, using sport as common ground, this program connects the young people of Redbank Plains with service providers such as Drug Arm, Open Minds, Suicide Prevention, Goodna Youth and DVAC.</p>	240	<ul style="list-style-type: none"> <li>• PCYC</li> </ul>



Session name	Community benefit	Involvement	Partners
Redbank Plains Community Leaders Meet and Greet	A program aimed at developing and coordinating leadership at the community level.	21	
Redbank Plains Breaking the Cycle Program	This program provides Redbank Plains residents with increased employment opportunities, community connection and driver education. This is achieved via a volunteer driver mentor program designed to support learner drivers without access to a supervisor or registered vehicle to complete their logbook hours	200	<ul style="list-style-type: none"> <li>• PCYC</li> </ul>
Fatal 5 Road Safety Information Session	Redbank Plains Learner Driver residents attended the Fatal 5 information sessions which enabled the learner driver to link into the Braking the Cycle Program	50	<ul style="list-style-type: none"> <li>• PCYC Ipswich</li> </ul>
Professional Development with Pacific Islander Communities	Creating capacity and awareness in working effectively with Pacific Island young people and their families	60	<ul style="list-style-type: none"> <li>• Anglicare Southern Queensland</li> </ul>
Redbank Plains Community Centre Engagement	Ipswich City Council is constructing a Community Centre at 180 School Road, Redbank Plains. To increase awareness about the Community Centre and seek input from the community, the Community Engagement Branch undertook a number of conversations and surveying of the local community. Over 360 community members completed the survey and provided valuable information about the community's aspirations for the Community Centre.	400	<ul style="list-style-type: none"> <li>• Redbank Plains Library</li> <li>• Redbank Plaza Library</li> <li>• St Vincent de Paul</li> <li>• Redbank Plains High School</li> <li>• Fernbrooke State School</li> <li>• Redbank Plains State School</li> <li>• Staines Memorial College</li> </ul>



Session name	Community benefit	Involvement	Partners
Riverview Community engagement	The Community Engagement Branch is currently undertaking an assessment of the suburb of Riverview to develop an informed understanding of the aspirations and needs that exist within the community. This understanding of the aspirations of the Riverview community will then be used to work with the community and key stakeholders to strategically plan and deliver relevant and successful programs.	219	<ul style="list-style-type: none"> <li>• Riverview Community Centre</li> <li>• Neighbourhood Watch</li> <li>• Riverview School</li> <li>• Lead Child Care</li> <li>• Nova Star Child Care</li> <li>• Local Businesses</li> <li>• Community Members</li> <li>• Police</li> <li>• Council Graffiti Team</li> </ul>
<b>Talkin' It Up –</b> Regional Youth Mental Health Forum	Targeted at young increased awareness of available support for mental health issues, reducing the stigma surrounding mental health, and building confidence amongst young people to assist their peers to access support services. Schools have been encouraged to implement the lessons learnt.	230	<ul style="list-style-type: none"> <li>• Lockyer Valley Regional Council</li> <li>• West Moreton Hospital and Health Service</li> <li>• Ipswich Hospital Foundation</li> <li>• Headspace Ipswich</li> <li>• Queensland Government DET</li> <li>• Ipswich Community Youth Service (ICYS)</li> <li>• Busy at Work</li> <li>• Anglicare</li> <li>• LIVIN'</li> </ul>
Ipswich Film Festival for Youth (IFFY)	Targeted at children and youth providing a creative outlet to explore and learn new skills. Additionally provides opportunity to turn a passion/hobby into a career through partnership opportunities with University of Southern Queensland (Film & TV).		<ul style="list-style-type: none"> <li>• Limelight Cinemas</li> <li>• University of Southern Queensland</li> <li>• Film Ipswich City Council</li> <li>• Screen Queensland</li> </ul>

Session name	Community benefit	Involvement	Partners
Sports and Cultural Day	The <b>Ipswich Sports and Cultural Day</b> was held on Saturday 30 September with 300 young people participating and an estimated attendance of 1000. The program includes seven weeks of training and community engagement leading up to the community event. The program aims to improve community leadership through active participation.	300	<ul style="list-style-type: none"> <li>• Kambu Warriors Sports</li> <li>• Cultural and Leadership Aboriginal and Torres Strait Islander Corporation</li> <li>• Ipswich Hospital Foundation</li> <li>• Kambu Health Service</li> </ul>

### Home Assist

Home Assist aims to remove some of the practical housing-related difficulties experienced by older people and people with a disability who wish to remain living in their home, by providing home maintenance and modification support. The program addresses health, safety and security concerns, to help clients maintain their independence and confidence at home.

The below table illustrates the number of services delivered over the past twelve months compared to the prior twelve month period:

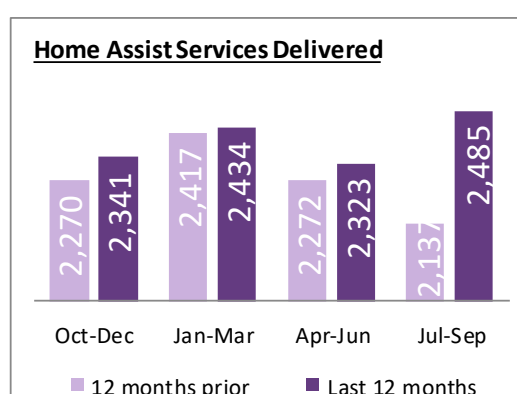


Figure 3

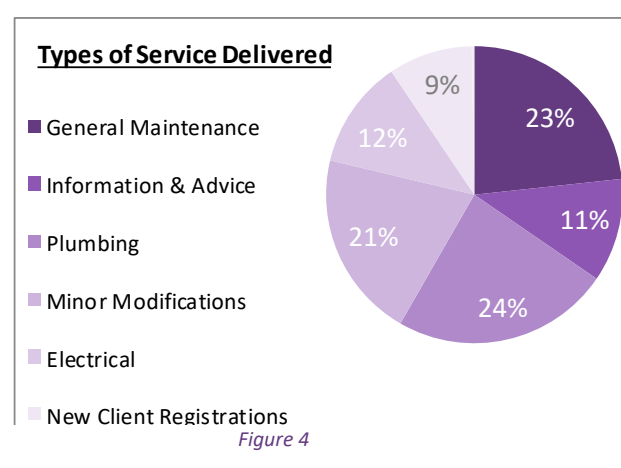


Figure 4


In addition to general maintenance and minor modification services, Home Assist also completed the following major modification projects:

- Stair lift installation for a 68 year old gentleman with severe respiratory illness.
- Stair lift installation for an 81 year old lady, living alone in a highset house.
- Bathroom modifications for two young brothers with Duchenne Muscular Dystrophy.
- Stair lift installation for a 70 year gentleman with reduced mobility.
- Installation of ramp and keyless entry for a 62 year old gentleman with Cerebral Palsy.


- Installation of a stair lift for a 68 year old gentleman with Parkinson's disease.
- Installation of an accessible toilet for an 85 year old lady with reduced mobility.

## Our Community Focus: Community Participation

In addition to working with community organisations and individuals, we have also been involved with developing community spirit, promoting social cohesion, and raising awareness of various social issues:


Seniors Week Activities		
	<b>Attendance</b>	1,500+
	<b>Venue</b>	Various across the city
	<b>Partners</b>	U3A Ipswich and West Moreton, Ipswich District Road Safety Committee; Ipswich District Crime Prevention, Ipswich City Council, Department of Transport and Main Roads and Ipswich PCYC, Limelight Cinemas
	<b>Community Benefit</b>	Seniors Week events celebrate the contribution seniors make to our community. Seniors were also provided with opportunities to undertake road safety and first aid training, attend a movie event and and the See Create Connect Expo which displayed sports, hobbies and interests they can become involved in. Such involvement will ensure they are active within the community and not at risk of social isolation.


Pasifika Spring Festival	
Attendance	2,000+
Venue	Evan Marginson Park, Goodna
Partners	Bundamba State High School
Community Benefit	A showcase of multicultural performances and food stalls, including Elders' marquee, children's activities, free rides and sports clinics. This event strengthens connections among community members and groups. It also provides valuable training and mentoring opportunities for students and community groups involved in areas such as food safety, event management and risk management.




FUSED Celebrate the Arts, Ipswich – 3 Day Community Arts Festival		
	<b>Attendance</b>	1000+
	<b>Venue</b>	Various locations across Ipswich CBD
	<b>Partners</b>	FUSED Organising Committee, First Coat Festival, Ipswich Civic Centre, Ipswich Art Gallery, Ipswich Community Art Gallery, Historic, Court House, Masonic Hall, Cactus Café, ARTtime supplies, Goleby's Basement, The Secret Garden, Studio 188, Metro Hotel, members of the local arts community
	<b>Community Benefit</b>	Enhancing the cultural identity of Ipswich by supporting the local arts community to showcase their works, network with each other and celebrate our artists and makers


Protégé Master Classes – Monthly Music Workshops		
<b>Attendance</b>	27	
<b>Venue</b>	Studio 188	
<b>Partners</b>	Music Industry Inside Out	
<b>Community Benefit</b>	<p>Council will aim to provide free opportunities for young people to positively engage in activities that promote and focus on their ability and potential.</p> <p><b>Music workshop topics:</b>  <b>July:</b> Networking Tips &amp; Pitch Development  <b>August:</b> Producing Your Own Events</p>	

Protégé Master Classes – “House with no Steps” Production Workshop		
	<b>Attendance</b>	11 (8 young people + 3 carers)
	<b>Venue</b>	Studio 188
	<b>Partners</b>	Ipswich Civic Centre
	<b>Community Benefit</b>	<p>Council will aim to provide free opportunities for young people to positively engage in activities that promote and focus on their ability and potential.</p> <p>Council delivered a free two (2) hour audio and lighting workshop for local young disability group House with no Steps.</p>

Indigenous Cultural Expression Workshops – Riverview		
<b>Attendance</b>	300	
<b>Venue</b>	University of Southern Queensland	
<b>Partners</b>	USQ, Ipswich City Council, Kambu Health, Queensland Government, Queensland Police Service, Institute for Urban Indigenous Health	
<b>Community Benefit</b>	To encourage Aboriginal and Torres Strait Islander students to continue their primary and secondary schooling to create future opportunities for themselves	

Not Being Heard Is No Reason For Silence – School Theatre Program			
	<b>Attendance</b>	150 audience, 40+ local secondary students	
	<b>Venue</b>	Ipswich Civic Centre	
	<b>Partners</b>	Domestic Violence Action Centre (DVAC), Ozplays, Taboo, QLD Government, local secondary, Community Engagement Branch	
	<b>Community Benefit</b>	The celebration and awards ceremony acknowledges and shows appreciation to all Ipswich City Council volunteers for dedicating their time and expertise in contributing in making our city a more liveable community.	

Indigenous Insights		
<b>Attendance</b>	174	
<b>Venue</b>	Ipswich Library, Mezzanine Level	
<b>Partners</b>	Ipswich Libraries, Kambu Health	
<b>Community Benefit</b>	Support the building of strong connections in the indigenous community and preserve aboriginal culture for future generations.	

Mood Disorders in Children & Young People – Workshop for professionals		
 West Moreton Hospital and Health Service	<b>Attendance</b>	52
	<b>Venue</b>	Queens Park Environmental Education Centre
	<b>Partners</b>	West Moreton Hospital and Health Service, Ipswich City Council
	<b>Community Benefit</b>	Capacity building workshop for guidance officers, school guidance counsellors, psychologists, counsellors in the Department of Juvenile Justice, child safety psychologists, children and youth mental health clinicians, school based health nurses etc.

## Service Development

Influencing and coordinating service delivery across Ipswich, we connect the community with service providers and maximise the value of community services to the Ipswich community. In the September quarter, we influenced service delivery for the community in the following ways:

### *Collaboration with Other Agencies*

Agencies / Forum	Community focus
Ipswich Early Years Network Meeting	Collaborating with providers to ensure optimal service delivery for children in Ipswich.
Early Development Working Group Meetings x 5	Improving services available for children aged 0-8 years in the following areas: <ul style="list-style-type: none"> <li>• Leichhardt / One Mile (AEDC<sup>1</sup>)</li> <li>• Goodna / Gales / Camira (AEDC)</li> <li>• Riverview / Collingwood Park / Redbank regions (AEDC)</li> <li>• Redbank Plains (AEDC)</li> <li>• South Ripley (Providence Action Group)</li> </ul>

<sup>1</sup> Australian Early Development Census working group meetings

# Ipswich Libraries

## The Changing Face of Ipswich Libraries

There has been considerable activity at all library branches this quarter, but particularly at Ipswich Central Library and Redbank Plaza Library as those branches transition to a concierge-model of customer service, and RFID-enabled self-service for loans, returns and requests. New equipment has been installed at all branches, with Smart Blade return units still to be installed at Redbank Plains and Redbank Plaza Libraries.

## Membership

### New Members

Ipswich Libraries attracted 2,388 new members this quarter, compared with 2,531 for the same period last year. Memberships have been trending up over the last twelve months however the recent changes at Ipswich Central Library have temporarily impacted on operations in general, including a moderate impact to new memberships. New memberships at smaller branches continue to perform well.

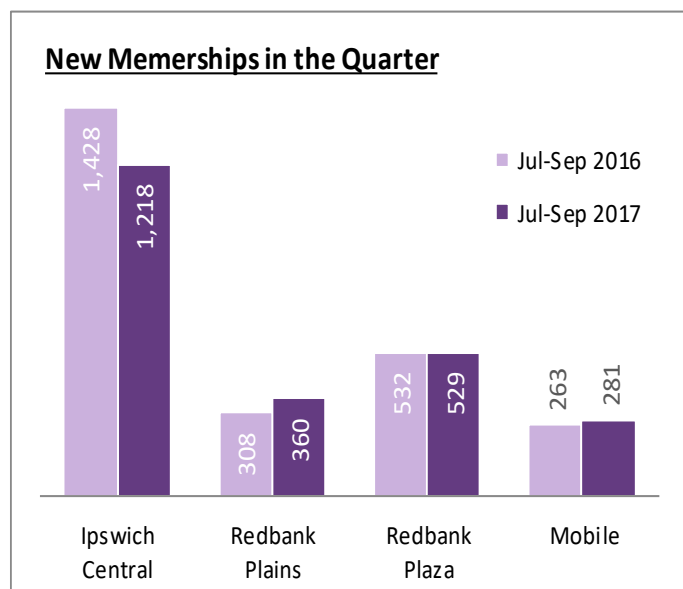


Figure 5

## Loans

Overall loans have extended their upwards trend as the Library continues to use evidence-based techniques to ensure that each Branch's collection is customised to suit the wants and needs of its users. Figure 6 shows 12 month rolling loan data, demonstrating an increase in overall loans over the last year.



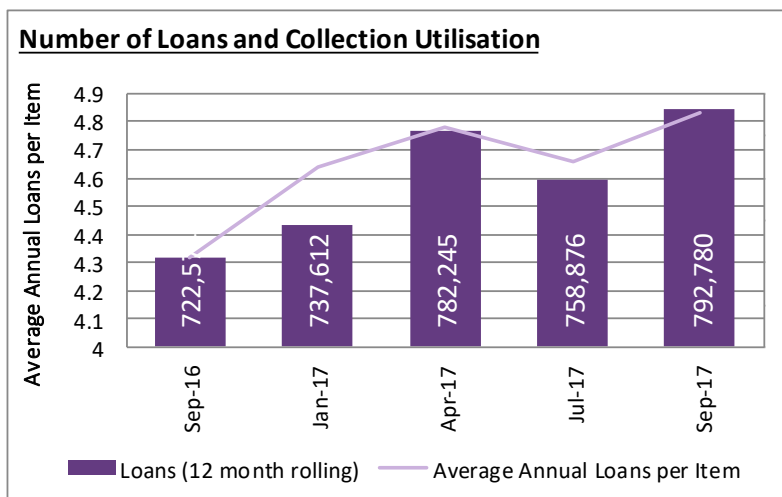


Figure 6

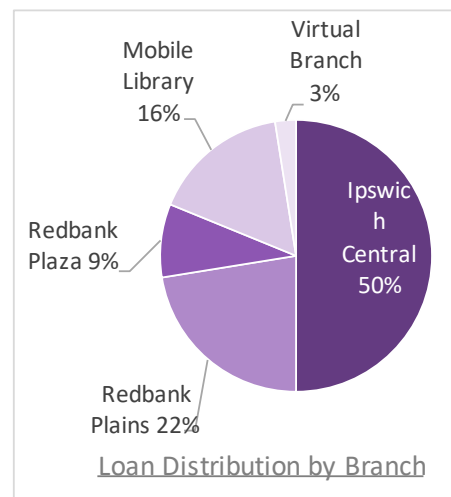


Figure 7

Ipswich Central Library continues to account for two-thirds of all library loans, with Redbank Plains and Redbank Plaza branches combined lending a quarter of all items (see Figure 7).

## Library Collections

The majority of visitors to the Library come to borrow from the collections and a key strategy for improving customer service is to align new purchases with the needs and wants of our customers. We have recently focused on using a collection management system to further optimise the makeup of the collection, uniquely customising it to the community served by each Branch. This increased focus has seen a doubling of the availability of books from customers' favourite authors since 2013.

Using technology-driven purchasing strategies to help our collections respond flexibly to customer expectations has allowed the Library to maintain appropriately-sized collections with no loss of loans overall, and avoiding any increase to the amount of money spent on new items.

### Marketplace

The Market Place is a new, highly successful collection presentation and curation zone within Ipswich Central Library.

On Book-shop styled shelves the Library displays over twenty specially-curated "Selections" of the best the Library has to offer as well newly arrived titles and a collection of this month's Top Ten. The books are almost all displayed with the covers "face out" and the signage uses attractive and unusual chalk-boards. The selections include very popular staff

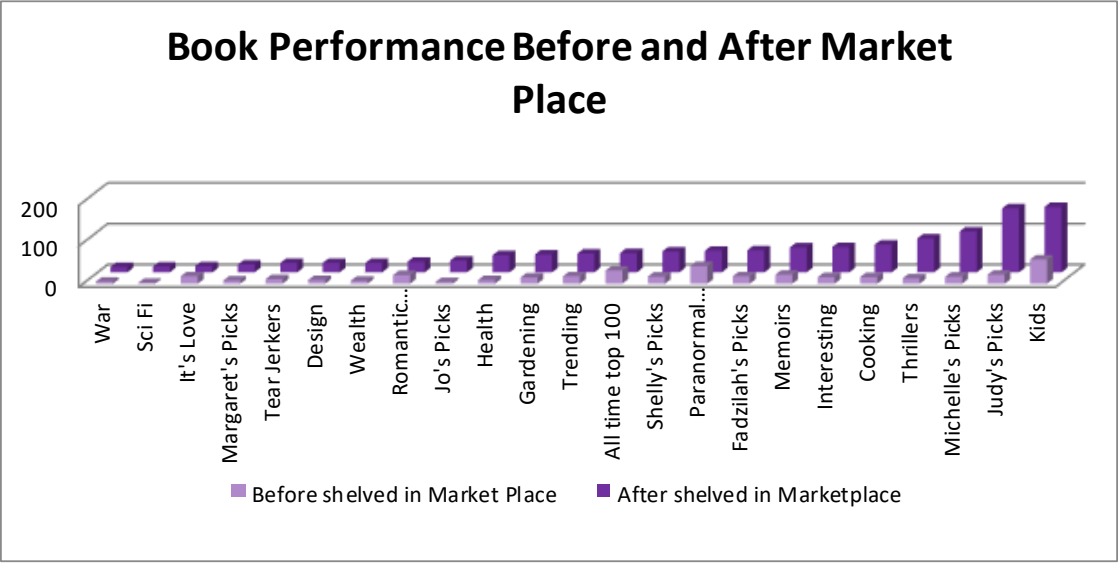


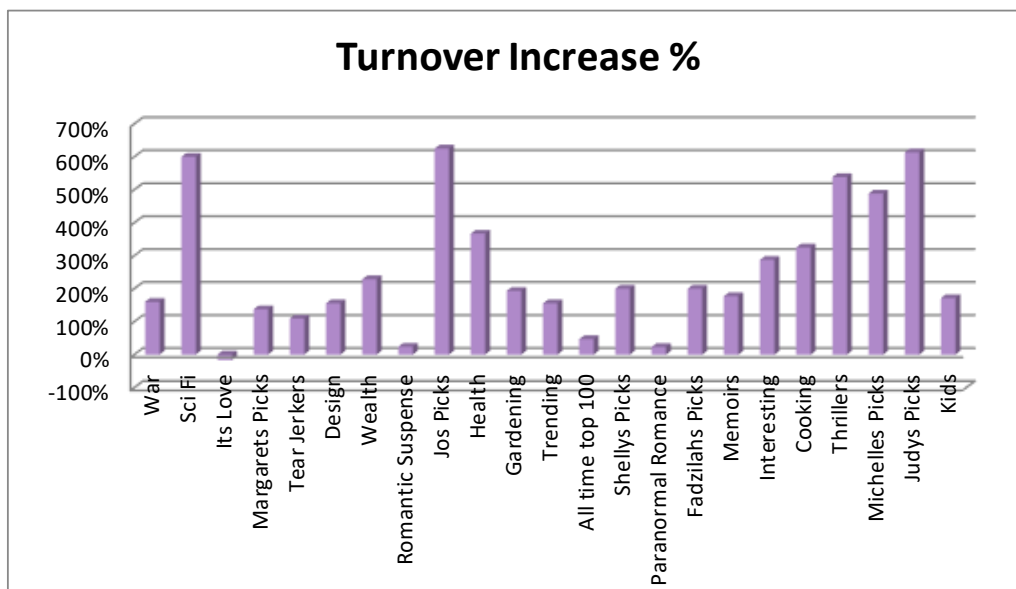
picks as well as the best of Gardening, Cooking, Health, Paranormal Romance, Sci-fi, Romance and Thrillers as well as, the best of the best kids’ books.

The collection holds around 1,900 books (numbers growing constantly) and has a circulation rate of 14.16, this compares to the standard circulation rate of 4.48.

The selections are all maintained using a responsive stock-management system and the staff are able to replenish the shelves as needed. Along with excellent borrowing numbers, we’ve received many compliments from happy customers who love the Bookshop styled touches and the presentation and curation philosophy.

Ipswich Libraries looks forward to extending our project across the existing and future Branches so that more of our members can enjoy the Market Place experience.

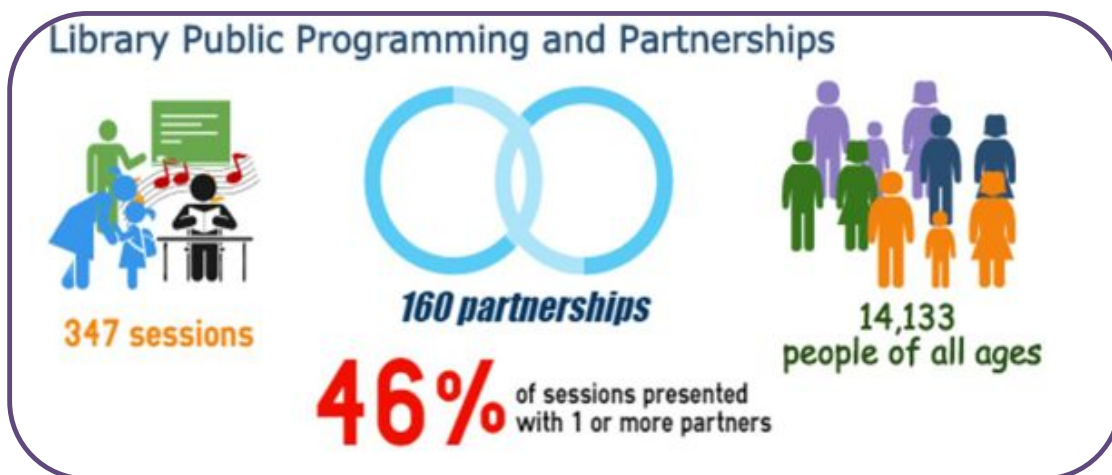




## Public Programming

### *Creating Community Connections and Partnerships*

Ipswich Libraries actively seeks opportunities to collaborate and partner with Council departments and community organisations in the planning and delivery of innovative and engaging programs for our diverse community.



Examples of across Council collaboration involving the Library Service during the July to September 2017 quarter included:

### *Fresh Futures Market*

The annual Fresh Futures Market, held on Wednesday, 6 September 2017, aims to provide

an opportunity for people living with disability or mental illness to investigate resources and liaise with support services for information and advice on their future. Ipswich Library staff were active members of the organising committee and participated at the event as part of Ipswich City Council's support of this valuable community initiative.

### *See Create Connect*


As part of Senior's Week 2017, Ipswich City Council, in partnership with U3A Ipswich and Ipswich and West Moreton Inc., held the "See Create Connect Expo" on Tuesday, 22 August 2017. Ipswich Libraries formed part of the Ipswich City Council contribution and support for this celebration of residents of the third age and the showcase of opportunities available for members within the community.

### *Churchill Abattoir Staff Advisory Day*


Ipswich City Council, through its Economic Development and Marketing Department with support by Ipswich Libraries, responded to the personal impact of the imminent closure of the Churchill Abattoir. Library staff participated in a Staff Advisory Day to offer assistance with job seeking and resumes prior to the closure of the plant. The Library continued its support through the organisation of a presentation from a local employment specialist plus hands-on resume writing sessions. Similar assistance is being offered to Baiada staff at the Wulkuraka and Wacol processing plants.


### *Indigenous Insights*


Ipswich Libraries partnered with the Community Engagement Branch to celebrate community and First Nation cultural connections on National Aboriginal and Torres Strait Islander Children's Day

Maker Party in a Box – Launch and Workshops		
<b>Target Audience</b>	70 children, 40 adults and 3 Telstra representatives	
<b>Venue</b>	The Mezzanine, Ipswich Central Library	
<b>Partners</b>	Telstra Foundation	
<b>Community Benefit</b>	This national initiative supports digital learning experiences for young people across regional Australia. Families attending the launch and workshops were empowered and inspired to create through play with the robotics gifted by Telstra.	

Indigenous Insights		
	<b>Target Audience</b>	121 children, 53 adults including community elders
	<b>Venue</b>	The Mezzanine, Ipswich Central Library
	<b>Community Benefit</b>	This celebration of National Aboriginal and Torres Strait Islander Children's Day was presented in partnership with Ipswich City Council's Community Engagement Branch. The Library hosted Aunty Sharron who sang in language to support the building of strong community and cultural connections through language in song.

Whitehead Retrospective		
	<b>Target Audience</b>	62 Library and community members
	<b>Venue</b>	Barry Jones Auditorium
	<b>Community Benefit</b>	This information session aimed to highlight the special role played by the historic photography studio, 'Whitehead Studios' in the Ipswich community. Attendees, including Whitehead family members, were able to relive the history of the studios in a special celebration of this local legacy presented by library staff and the Picture Ipswich Digital Archivist.

2017 StoryArts Festival		
<b>Attendance</b>	8,349 adults and children	
<b>Venue</b>	Various venues across the Ipswich CBD with 63% of workshops at Ipswich Central Library	
<b>Partners</b>	Ipswich & District Teacher-Librarian Network	
<b>Community Benefit</b>	This biennial festival is a celebration of children's literature that offers exciting literary experiences in multiple artistic forms for both children and adults. The Festival is recognised Australia wide for its quality program and reputation as the only festival of its kind that is completely free to children and their families.	

Assistive Technology Expo		
	<b>Target Audience</b>	9 community members
	<b>Venue</b>	Barry Jones Auditorium and The Mezzanine, Ipswich Central Library
	<b>Partners</b>	Australian Hearing, Quantum RLV
	<b>Community Benefit</b>	This information and hands-on experience highlighted the assistive technology available for people with vision or hearing loss. Participants had the opportunity to experience a range of technologies available to enhance accessibility and provide input into library resourcing in this area.

## Digital Engagement (Formerly Social Media)

Recognising the importance of social media in connecting with and influencing customers, Ipswich Libraries is active on social media, particularly Facebook. Ipswich Libraries provides customers with many and varied posts ranging from book recommendations, to the promotion of programs/events and engaging library meme's. In addition to this, the Ipswich Libraries 'Picture Ipswich' has partnered with the Ipswich City Council Facebook page to publish daily 'On This Day' posts. This is where the Council shares one photo a day from the Picture Ipswich collection to their 30,000+ local followers. After a month, they have proven to be popular with followers and customers.

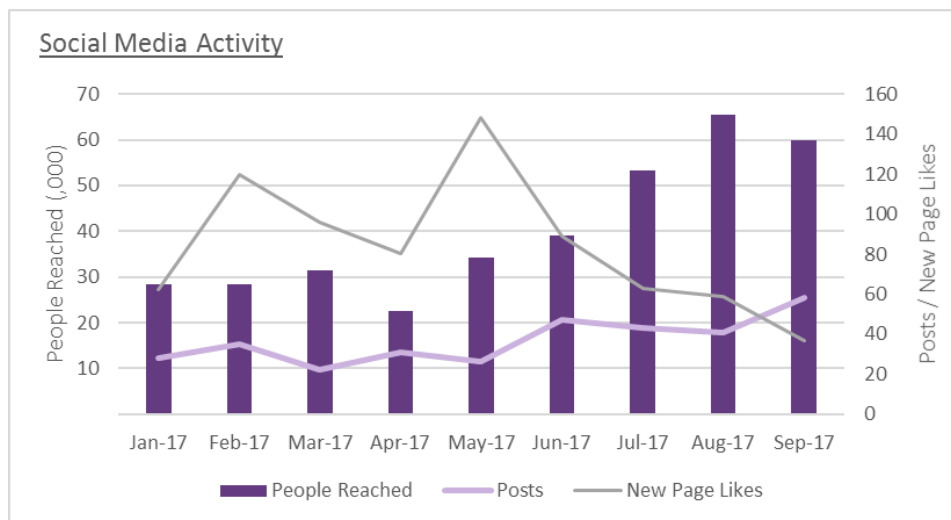


Figure 8

## News-making storytelling



Late September, Ipswich Libraries (Picture Ipswich) partnered with Ipswich City Council's Communications and Media Branch and organised a reunion of seven friends. Staff at Ipswich Libraries found an iconic photo of seven young girls riding down Whitehill Road, Eastern Heights from 1954 and helped organise a reunion, almost 63 years to the day. The story, titled, "Friends of 1954 Break the Cycle" ran in the Ipswich First bulletin on 26 September 2017 and also appeared on Page 3 of the Queensland Times on the same day.

### *Ipswich Libraries Survey*

Throughout August, Ipswich Libraries undertook a comprehensive user survey for members and non-members. Consisting of 35 questions, participants were asked varied questions ranging to their opinion of the library service to what products/services are important to them.

A total of 2,149 responses were received from a good cross selection of the population. Towards the end of the survey, participants were also invited to answer further questions about the Ipswich Art Gallery and Ipswich Civic Centre. Over 1,000 chose to participate with this extra feedback. Survey results are due to be published late November and will help shape current and future offerings.



### *Ipswich Libraries Van*



In August, Ipswich Libraries accepted delivery of two new vans. One van is used to transport stock between Branches and the Mobile Library Service. The second van is used by the Public Programming Team for their First Five Forever outreach programs.

Both vans were 'skinned' with bright, colourful designs and feature engaging photos of Ipswich Libraries staff and customers. This has resulted in two 'hard to miss' vans, driving around town highlighting the diversity in our offerings and diversity in our staff and customers.

### *Launch of the STEAM Powered Makerspace*



On 4 August 2017, Ipswich Central Library officially opened the new 'STEAM Powered Makerspace'. This area consists of a Virtual Reality Room that facilitates Virtual Reality 3D Artwork, a Community Collaborative Jigsaw and an Augmented Reality Sandpit.

### *Launch of the Marketplace*



On 4 August 2017, the Ipswich Central Branch officially opened their 'Marketplace'. This dedicated shelving features a curated collection of books across 20+ categories including staff picks. This unique shelving design features 'face out' books, rather than spine facing. After its first month, Ipswich Libraries has seen a dramatic increase in borrowings from books in this collection (an average of four times more than the library standard).



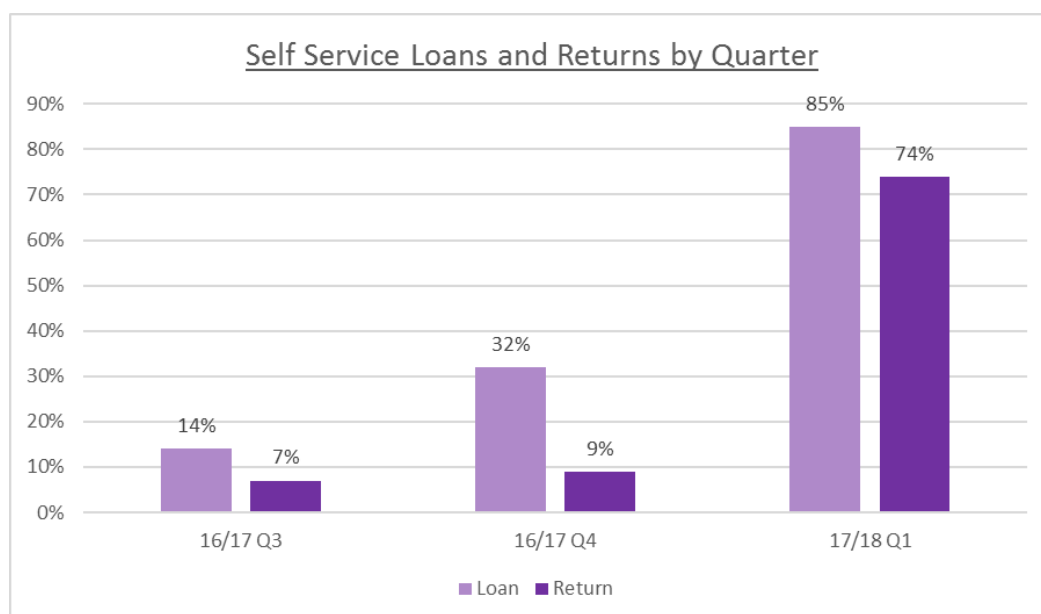
## Benchmarking Across other Library Services

### *RFID Self Service Implementation*

This quarter saw a Service wide delivery of RFID enabled self-service technology. This project is a vital component of the strategy to introduce easy and intuitive self-service as standard for all Library branches.

The installation of “Smart Return Blades” allows customers to simply drop their books off in special RFID enabled shelves within the Library. The shelves connect to our Library systems to automatically mark the items placed within them as “Returned” which in turn allows the users to borrow items immediately. Previously, this user experience required dedicated staff to manually return each item as they were dropped through the chute. The Return shelves also offer staff a much faster way to return items in bulk, rather than one item at a time. Smart Blades are currently available at our Ipswich Central Library and orders have been placed for delivery later in the year for the Redbank Plains and Redbank Plaza Libraries.

RFID Self-Checkout Kiosks were simultaneously introduced across the service and have delivered a revolution in the customer service experience. Ipswich Central had older Self-Checkout machines that were under-used and the majority of checkouts were manually processed. Under the new RFID system 85% of loans and 74% of returns are being processed using the self-service units. The new kiosks also offer customers the ability to review their account, pay any owing funds and renew any titles they currently have out on loan.



## Other

### *Statistics – Information / Reference*

<b>2017.18 Reporting plan stats for Reference - Service Type</b>	<b>Previous Year Total</b>	<b>Current Year to Date</b>	<b>Previous Year Q1</b>	<b>Current Year Q1 - July, August &amp; September 2017</b>
Research requests during library operating hours; online access to resources 24/7 [NB: Research = Information Qs & LH advanced Qs] Is this CES?	176	31	51	31
Response to customer within 24 hours with turnaround time for standard queries of 24 hours [ NB: Nosl Qs answered within 24hrs]	39496	9422	10246	9422
Access to Viva Cribb Local History room available during library opening hours	539	138	135	138
General information requests retrieved with 24 hours [NB: General = RA + Technical Qs]	29188	10085	6543	10085

### *Community sessions*

Library Client Services and Public Programming co-delivered as below:

<b>Session Name</b>	<b>Community Benefit</b>	<b>Involvement</b>	<b>Partners</b>
Aveo Springfield Retirement Village – Outreach visit (19.09.17)	Engaged the community at a grassroots level and connected residents with free library services, resources and digital services such as Cloud Library and Press Reader available in their local community. A robotic demonstration was provided, with the potential to promote library services for health and wellbeing of the aged residents.	9	Aveo Springfield

See, Create, Connect Expo – North Ipswich Reserve - Outreach visit (22.08.17)	Ipswich Libraries had a stall at this Seniors Week event where staff promoted library programs and services including accessibility services. The “Tech Savvy Seniors” program was showcased. It consists of hands-on tech sessions for over 55s being offered from September 2017 to June 2018.	96	Ipswich City Council; U3A Ipswich & West Moreton Inc.  Tech Savvy Seniors program – a partnership between the State Library of Queensland, the Queensland Government and Telstra.
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#### ***Ipswich Libraries achieves eSmart accreditation***

On 4 August 2017, Ipswich Libraries proudly announced the Library’s National eSmart Accreditation, achieved in April 2017. Ipswich Libraries became the 9th library service in Queensland to become eSmart. National eSmart accreditation is a testament to Ipswich Libraries' hard work towards the growing demands of digital literacy and online safety. The journey toward achieving this status involved the development and implementation of a range of programs, strategies and supporting documentation. It provided opportunities for staff to gain skills and attend relevant training and build a skill set and knowledge to effectively help library users.

#### ***Studiosity (Previously called “Your Tutor”)***

Ipswich Libraries provides free access to this online tutoring service. Real-life, on-demand experts are waiting online to help with assignment questions. Library members can simply login and connect live via online chat via the library webpage.

In the last quarter the usage of this Service has increased markedly compared to the same time last year. 299 tutorial sessions were held from July to September 2017 with usage at 7,726 over the past quarter showing a steady increase.

Across all locations, Year 12 students have engaged in the most sessions – 137 sessions, followed by TAFE or tertiary students who have used 50 sessions. The most study help was provided for the subject areas of Maths, English and Science. Students logging in via the “I’m At Home” location have received the most study help of 6,983 minutes.

Post Tutorial comments by students include “extremely happy and satisfied”, “easy to understand and follow” and “fantastic tutor”.

## Performing Arts

The Civic Centre plays an important role in connecting our community with the performing arts. Accommodating international touring productions, inter-state theatre and dance companies and local community theatre groups, the Civic Centre has developed into a quality regional performing arts facility, operating across two permanent venues and attracting over 40,000 theatre goers annually.

The Civic Centre aims to stimulate and increase community participation in the performing and creative arts. By delivering diverse performances across a broad range of genres we contribute to the cultural diversity of Ipswich. A primary indicator of our success in this area is the number of people engaging with the arts.

A total of 26 productions, totalling 40 performances across both the Civic Centre and Studio 188 were delivered during the quarter, accounting for 13,314 tickets issued. This result is a 35% improvement on the same quarter

last year and a 91% improvement on the June quarter. This significant variance is due to the successful performances of the Wiggles (4 shows; 2,273 tickets at 97% occupancy) and the annual IMTC production – Les Miserables (7 shows; 3,134 tickets at 85%).

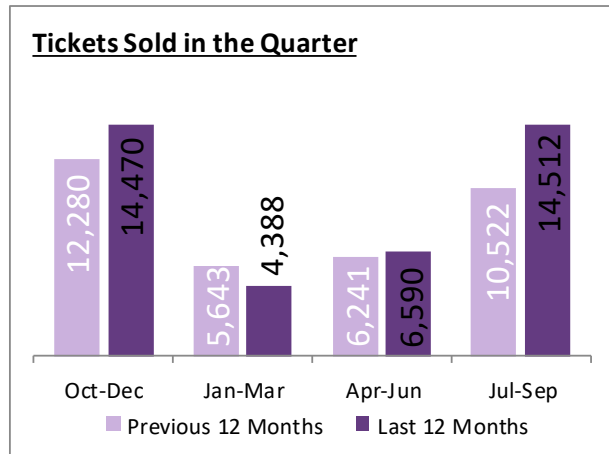


Figure 9

## Enhancing the Customer Experience

### Programming

Another successful quarter of programming with an average theatre occupancy of 79.6% achieved (up from 69% last quarter and 55% in 2016). The two main productions of the Wiggles and IMTC's Les Miserables represented 40% of the sales, however total ticket sales for the period were well supported by other community based productions including St Marys & St Edmunds Colleges (Hairspray) and Springfield Anglican College (Addams Family), as well as commercial shows including QTC's Dracula by Bram Stoker, Melbourne International Comedy Festival, Trash Test Dummies and Troy Cassar Daly.

Significant effort is placed on striking a balance across our programming genres and the subsequent volume of shows delivered in any one quarter. This period has provided some key learnings that we will be able to apply for future programming that will assist us in not only providing quality and balanced performances but also ensure we endeavour to deliver our shows in the most cost efficient and productive manner possible. The following table compares the key performance indicators for the 2017 vs 2016 quarters.

Ipswich Civic Centre & Studio 188	2017	2016	Variance
# of Productions	26	42	(16)
# of Performances	40	54	(14)
# Tickets	14,512	10,522	3,990
Capacity	18,219	19,172	(953)
Occupancy %	79.6%	54.8%	(24.8%)
Average Capacity per Performance	455	355	100
Average Audience per Performance	363	195	168
Ticket Revenue	\$452,942	\$334,796	\$118,146
Average Ticket Price	\$31.21	\$31.81	(\$0.60)

Figure 10

Observations:

1. Despite 14 less performances, total audience numbers are up 37.9% on same quarter last year.
2. The average audience number increased 28.1% on same quarter last year
3. Ticket revenue grew 35.3% on same period last year despite 14 less shows
4. Ticket affordability remained consistent with last year

### Food and Beverage

Commercial food and beverage revenues have grown 6.5% over the previous quarter, and 7% over the same quarter last year. This continued growth is driven from the increase in pre-theatre dining via Stars Café and our Gallery Club Dining experience. It is not unusual now to have up to 25% of show attendees choose to dine at the Civic Centre prior to their chosen performance. Prior to a focused effort on the quality of our food and beverage was applied, average dining capture rates were anywhere between 11% - 14%. Given the recent openings of restaurants within a comfortable walk of the theatre this is a solid result and one the staff should be justifiably proud of.

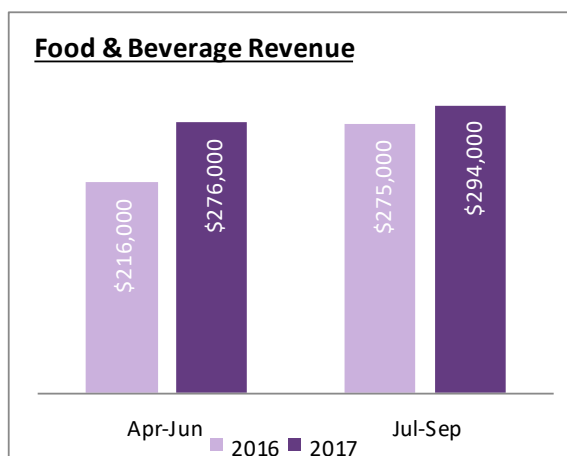


Figure 11

### Venue

Minimal works were completed during this period apart from the finalisation of the planned air-conditioning works that will commence in mid-December and be completed by 1 March 2018. Significant planning and review has been undertaken for this project by the Infrastructure Services project management team to ensure business interruption and the

impact to the community is minimised throughout. Final lighting additions were also installed on the Terrace, resulting in a “mood and effect” lighting solution that now addresses the areas including the surrounding trees, sails and selected outer walls of the building.

## Our Community Focus

The Civic Centre team works to develop the capability of community groups and individual artists by making the Civic Centre and Studio 188 available at an attractive cost for community organisations.

### *Community Use of the Civic Centre*

By making the Civic Centre’s facilities available for community organisations, we assist in the cultivation of creativity and engagement by our community and its artists. The September quarter was again dominated community based organisations with their annual musical productions, presentations and educational sessions.

**Business Mix April - June 2017**

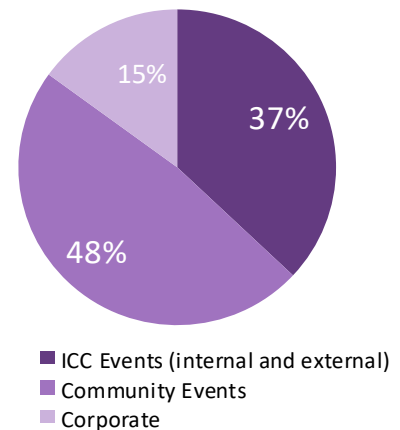


Figure 12

Organisation	Attendance
Hairspray – St Marys & St Edmunds	1,736
Addams Family – Springfield Anglican College	860
Not Being Heard is no Reason for Silence	412
We’re Going on a Bear Hunt	1,693
IMTC – Les Miserables	3,134
Ipswich City Orchestra – A Night in Vienna	98
<b>Total Community Attendance</b>	<b>7,933</b>

Figure 13

### Website

The upgraded Civic Centre website has been fully active since May 2016. The most significant impact this upgraded platform has provided is both the volume of sales generated via the website (62% for the September Quarter 2017 vs 34% in 2015) and the decrease in the number of tickets that are mailed out. In the September Quarter for 2015, tickets mailed to households totalled almost 74% of all ticket sales. Today this number stands at 25%. This represents just over 3,000 tickets that were not mailed over the three month period.

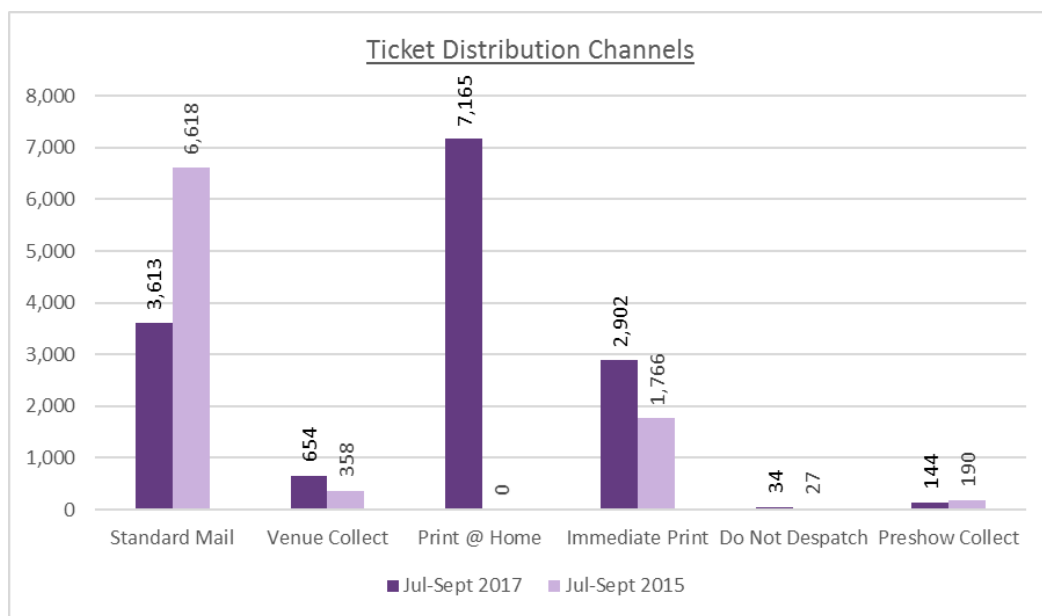


Figure 14

### Social Media

The engagement and use of social media is a critical tool in our ability to successfully promote and communicate the performances and activities held at the Civic Centre and Studio 188. The past 12 months has seen our team place a solid emphasis on driving the promotional activity and general communication via this and other digital channels. Not only is this a cost effective platform, it has also proven to have significantly greater reach and measurable cut through (conversion to ticket sales) than the more traditional advertising and promotion mediums.

The below table shows the positive growth experienced by the Civic Centre in terms of the social media and digital platforms used to capture and drive visitation and engagement from our local performing arts audience.

Sept Quarter	2017	2016	Variance	% Var
Facebook Likes	9,672	7,569	2,103	27.8%
Campaign Monitor (E-Newsletters)	16,296	12,095	4,201	34.7%
Total Data Base	27,269	24,492	2,777	11.3%
New Patrons	5,644	3,289	2,355	71.6%

### Campaign 1

Ipswich Civic Centre shared their album.  
Published by Mel Park 191 · September 1 · 🌐

Have you booked yet to join us on the #journeytothebaricade?  
They brought you the sold out season of 'WICKED'...  
Now Ipswich Musical Theatre Company presents #LESMISERABLES at the Ipswich Civic Centre September 8 to 17.  
With an outstanding cast, fabulous set, lavish costuming and a live orchestra... this is musical theatre on a grand scale! ... See More



Ipswich Civic Centre added 16 new photos — at Ipswich Civic Centre.  
Published by Mel Park 191 · August 28 · 🌐

#ipswich begins a #journeytothebaricade

Friday 8 September | 7.30 pm  
Saturday 9 September | 7.30 pm  
Sunday 10 September | 1.30 pm...  
See More

9,064 people reached

[View Results](#)

### Campaign 1

#### Demographic:

Youth & young adults 17 – 30 Students of music or at university

#### Location:

Western Brisbane suburbs

#### People Reached:

9,064

#### Post Engagement Rate:

694 (7.7%)

### Campaign 2

Ipswich Civic Centre shared their note.  
Published by Mel Park 191 · September 1 · 🌐

Here we go #ipswich! Have you booked yet to join us on the #journeytothebaricade?  
They brought you the sold out season of 'WICKED'...  
Now Ipswich Musical Theatre Company presents #LESMISERABLES at the Ipswich Civic Centre September 8 to 17.  
With an outstanding cast, fabulous set, lavish costuming and a live orchestra... this is #musical #theatre on a grand scale! ... See More



They brought you the sold out season of 'WICKED'...

Now Ipswich Musical Theatre Company presents Les Misérables at the Ipswich Civic Centre September 8 to 17.

With an outstanding cast, fabulous set, lavish costuming and a live orchestra... this is musical theatre on a grand scale!

Award winning Melbourne director, Christopher Bradtke teams with WICKED's Musical Director, Robert Clark to bring you this exciting all-new, production of #LESMISERABLES....

[See More](#)

3,063 people reached

[View Results](#)

### Campaign 2

#### Demographic:

Adults, 35yrs +; couples and groups, professional employment

#### Location:

Western Corridor

#### People Reached:

3,063

#### Post Engagement Rate:

163 (5.3%)



Post engagement indicates that our ads are relevant to our target audience. When people see ads that are relevant to them, they're more likely to interact with these ads. Measuring this metric allows us the opportunity to determine these interactions and compare them to engagement from other ads or campaigns. The social media average post engagement rate sits anywhere between 1.5% - 3%, therefore the results associated with the above two campaigns are particularly strong as can be seen with the end total ticket result for Les Miserable coming in at a record 3,134 tickets at 85% occupancy.

### Les Miserables Season

Les Miserables Season					
Total Facebook Referrals	Date Range	Seats	Value	Patrons	Avg Tix pp
Pre Boost	30/5 -29/8	155	\$9,926.00	63	2.46
Post Boost	1/9 – 17/9	427	\$22,630.00	180	2.37
Total		<b>582</b>	<b>\$32,556.00</b>	<b>243</b>	<b>2.39</b>

A Boost is a paid action to stimulate sales within the Facebook application.

The above table clearly illustrates the impact of the Facebook medium in driving ticket sales through to a digital audience. A total of 155 tickets were sold pre boost in the period 30 May to 29 August. A \$100 boost was applied on 1 September 17 running through to season end that resulted in 427 tickets sold, totalling \$22,630 in revenue which can be directly attributed to the \$100 boost investment. This represents an acquisition cost per ticket of \$0.23 per ticket.


### *Driving Visitation to Our City*

By attracting visitors to the City, the Civic Centre builds the profile of Ipswich and contributes to the local economy. In the September quarter, the Civic Centre attracted 3,781 (26.55% of total ticket sales) customers from outside of the Ipswich region. This is up on the previous quarter of 24.9%. This increase is not surprising given the mix of shows featured this quarter (of particular note the Wiggles and Les Miserables) easily drawing visitation from well outside the LGA boundaries.


## Cultural Flagship

By attracting high-profile performances, the Civic Centre builds a cultural profile for Ipswich that residents are proud of. Between July and September significant performances included:

Les Miserables		
	<b>Target Audience</b>	15 – 65 yrs, families, couples and groups
	<b>Attendance</b>	3,134 (7 perf; 85% occupancy)
	<p>Les Misérables, based on the novel by Victor Hugo, is the longest running musical in the world. For over 30 years, it has enjoyed great success with multiple revival productions on Broadway, London's West End, in Australian cities and around the world. In this production, we see a Les Misérables for today, incorporating the new standards in technical achievement and visual effects that today's audiences have come to expect.</p>	

We're Going on a Bear Hunt		
Target Audience	School Children & Families	
Attendance	1,693 (4 perf; 97% occupancy)	
<p><i>We're Going On A Bear Hunt</i> is the wonderful story of a family out for walk and on the lookout for a growling bear - This 55-minute mini-musical captures the fun and frolics of a father who is clearly still a child at heart, his three children including a tiny intrepid bear hunter in the making; baby is strapped to dad's back plus the family dog and of course.... a big brown cuddly bear!</p>		

Trash Test Dummies	
	<b>Target Audience</b> School Children
	<b>Attendance</b> 510 (1 Perf; 87% occupancy)
<p>Winners of the best Children's presentation at the Adelaide Fringe Festival 2016 and 2015, the Trash Test Dummies are as full of laughs as their bins are full of surprises. "Delightfully intelligent, highly entertaining" Herald Sun ★★★★★1/2</p>	

Troy Cassar-Daley	
<b>Target Audience</b>	Live Concert Individuals & Groups
<b>Attendance</b>	635 (1 perf; 83% occupancy)
<p>Troy is proud to present his new album Things I Carry Around live in concert with a very intimate presentation of the songs collated for the album, which is like opening up a large suitcase and having memories and family pictures and sounds and scents and tears and laughter and heartbreak all tumble out around you; a case full of life in all its variations. The songs were inspired through the process of gathering stories, the ones Troy's fans have been waiting to hear – his own – in the book Things I Carry Around, published by Hachette Australia in August 2016.</p>	
	

## Visual Arts

By providing a diverse and high-quality program of exhibitions and public programs over each 12 month period, the Art Gallery has helped position Ipswich as a premium regional destination for cultural tourists. For the residents of Ipswich, the Art Gallery represents a cultural flagship that enhances civic pride and makes engaging with the creative arts accessible and enjoyable.

### Cultural Development

The Art Gallery aims to increase participation in the visual and creative arts. By making the arts accessible and interesting, we contribute to the cultural development of Ipswich.

A primary indicator of our success in this area is the number of people engaging with the Arts. The high numbers of visitors in the September quarter can be mainly attributed to the popular *Light Play* exhibition and holiday programs including the *Loose Ends* performances.

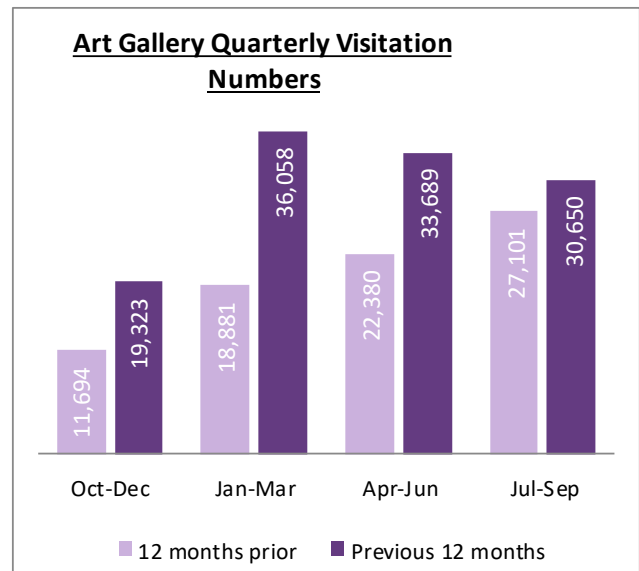


Figure 15

### Where are our visitors from?

A survey taken in the quarter indicated that local community interest in the Gallery's exhibitions grew, while the Ipswich Art Gallery maintained visitation levels from people from outside of the Ipswich region.

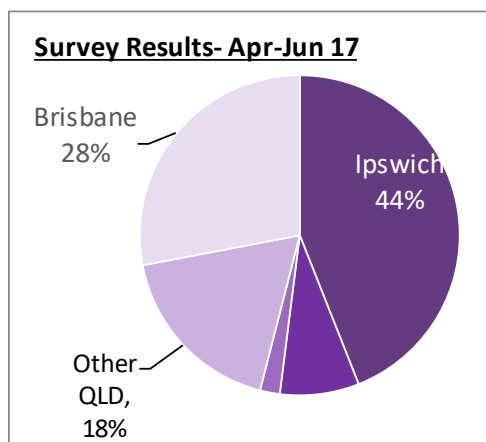


Figure 16

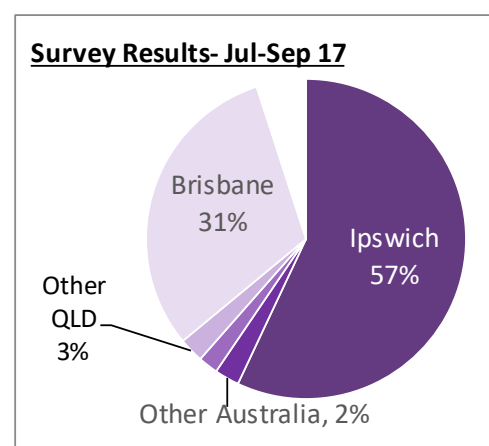



Figure 17

### *Attracting Visitors to the City*


By attracting cultural tourists, day trippers, family and school groups to visit, the Gallery builds the profile of Ipswich and contributes to the local economy. Applying the survey results to total visitation suggests the Art Gallery attracted approximately 16,250 visitors to Ipswich between July and the end of September.


## Cultural Flagship

By consistently presenting high-calibre exhibitions, the Art Gallery has positioned itself as a destination Ipswich residents are proud of. Between July and September 2017, the Gallery's most significant exhibitions were:

Light Play		
Target Audience	Children and families, Early Childhood and Primary education sector, General Public	
Attendance	9,165 total	
Cultural Value	<i>Light Play</i> presented an interactive play space with overhead projectors, illuminated light boxes and fibre-optics where visitors could explore the creative potential of light as a medium. <i>Light Play</i> embraces the learning philosophies of Reggio Emilia and REMida to provide a creative environment for young children/students which encourages collaboration, experimentation, intergenerational dialogue and discovery-based learning.	



Loose Ends		
	<b>Target Audience</b>	Children and Families, Primary Schools, General Public
	<b>Attendance</b>	2,639 total – with a \$7 ticket fee per person, the exhibition generated over \$18,473 in revenue
	<b>Cultural Value</b>	A one-man art theatre performance by award-winning children's performer Jens Altheimer, <i>Loose Ends</i> delighted audiences of local school groups. It then played to a holiday audience of children and families.

RE:Locations by Lyne Marshall		
	<b>Target Audience</b>	Local arts audience, general public
	<b>Attendance</b>	General viewing
	<b>Cultural Value</b>	<i>RE:Locations</i> is an exhibition of work by prominent local artist Lyne Marshall. The exhibition documents her experiences of migration and finding her place within the local environment. <i>RE:Locations</i> captures her journey in vivid paintings, photographs, sculptural forms and textures.

## Our Community Focus

### *Education Programs*

A total of 2274 students participated in 73 education sessions presented during the June-September quarter, including primary school and vacation care groups visiting the range of learning opportunities provided by the Gallery's exhibitions and programs.

### ***Events and Membership Programs***

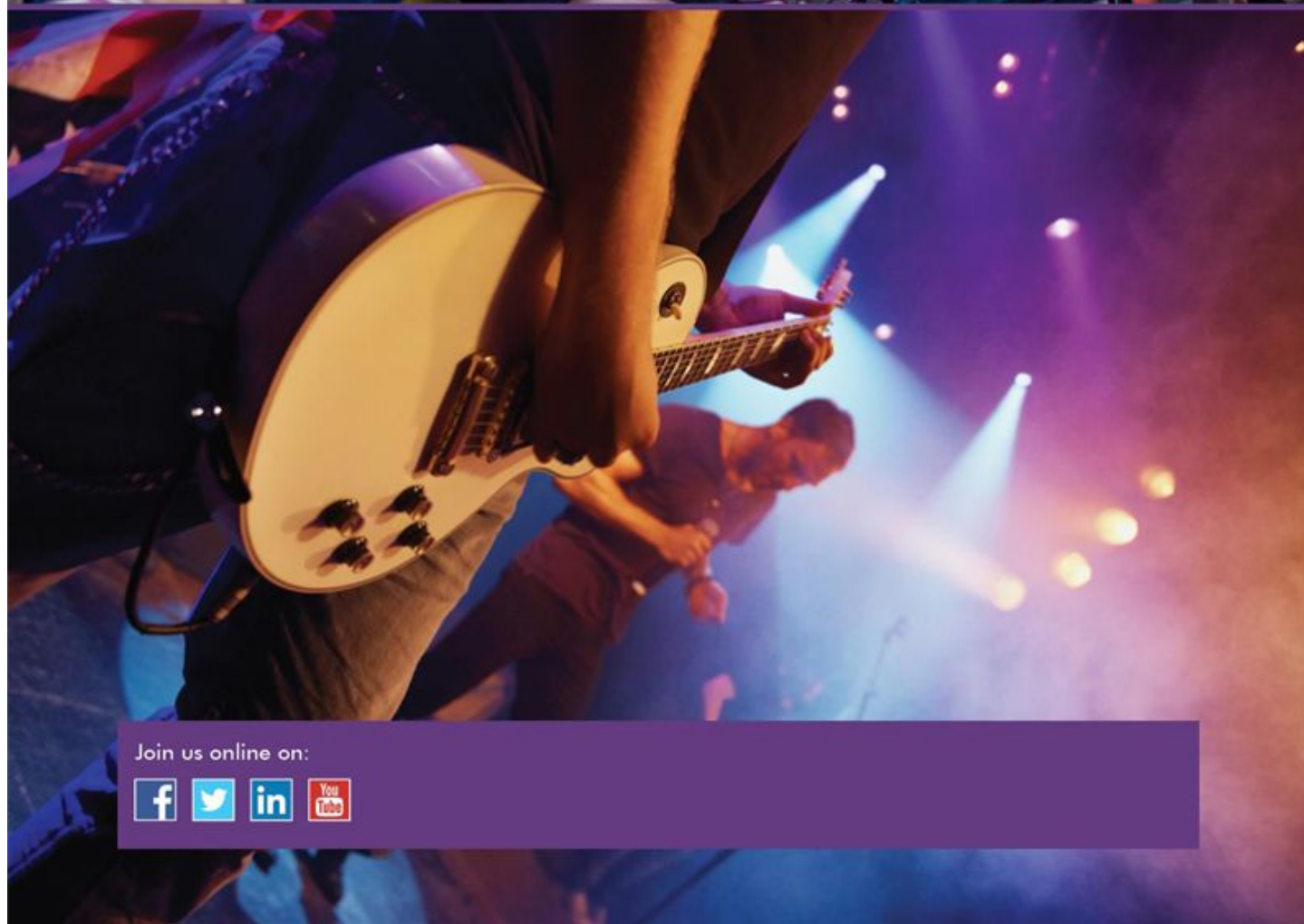
The Friends of the Ipswich Art Gallery held an excursion to Tweed River Gallery which was booked out and assisted in their fund-raising objectives. The Gallery presented an exhibition launch for *RE:Locations* by Lyne Marshall and hosted two meetings of Arts Connect, Ipswich.

A group of senior managers and staff from C&K Australia visited the *Light Play* exhibition and participated in a workshop and exhibition review.





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## **ARTS AND COMMUNITY DEVELOPMENT COMMITTEE NO. 2017(03)**

**27 NOVEMBER 2017**

### **REPORT**

**COUNCILLORS' ATTENDANCE:** Councillor Stoneman (Chairperson); Councillors Antonioli (Mayor), Wendt (Deputy Mayor), Silver, Martin, Pisasale, Ireland, Morrison (Observer) and Bromage (Observer)

**COUNCILLOR'S APOLOGIES:** Nil

#### **1. ALLOCATION OF COMMUNITY DONATIONS EXCEEDING \$15,000.00**

With reference to a report by the Community Grants Officer dated 17 November 2017 concerning approval for community donation requests from organisations who have received donations in excess of \$15,000.00 for the current financial year.

#### **RECOMMENDATION**

That a community donation of \$20,000.00 be allocated to Rosewood Lions Club Inc, to assist with costs associated with the installation and dismantling of the 2017 Christmas lights and decorations for Rosewood, as detailed in the report by the Community Grants Officer dated 17 November 2017.

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#### **2. COMMUNITY DEVELOPMENT GRANTS – OCTOBER 2017**

With reference to a report by the Community Grants Officer dated 17 November 2017 concerning the allocation of Community Development Grants Program funds.

#### **RECOMMENDATION**

That Council provide funding to the amount of \$2,500.00 to ICON Community Incorporated towards sound and lighting costs associated with the annual New Year's event at Robelle Domain.

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#### **3. CULTURAL GRANTS - NOVEMBER 2017**

With reference to a report by the Community Grants Officer dated 27 October 2017 concerning the allocation of Cultural Grants Program funds.

#### **RECOMMENDATION**

- A. That Council provide funding to the amount of \$1,500.00 (ex-GST) to Ipswich Malayali Association Inc towards Malayalam language classes and classical dance workshops.

- B. That Council provide funding to the amount of \$1,691.61 (ex-GST) to Westside Community Care (Qld) Limited towards the 2018 Australia Day Celebrations.
- 

4. ARTS, SOCIAL DEVELOPMENT AND COMMUNITY ENGAGEMENT DEPARTMENT  
QUARTERLY REPORT – APRIL TO JUNE 2017

With reference to a report by the Executive Support and Research Officer dated 27 October 2017 concerning the Arts, Social Development and Community Engagement Departmental Quarterly Report for the Quarter ending September 2017.

RECOMMENDATION

That the report be received and the contents noted.

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5. COMMUNITY DEVELOPMENT GRANTS PROGRAM - ACQUITTALS RECEIVED AS AT  
6 NOVEMBER 2017

With reference to a report by the Community Development Project Officer dated 6 November 2017 concerning Community Development Grant Acquittals received as at 6 November 2017.

RECOMMENDATION

That the report be received and the contents noted.

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6. RIVERVIEW COMMUNITY CENTRE – ACTIVITY REPORT

With reference to a report by the Community Development Project Officer dated 6 November 2017 concerning the Quarterly Reports for Riverview Community Centre.

RECOMMENDATION

That the report be received and the contents noted.

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7. CHRISTMAS MESSAGE

Councillor Stoneman, on behalf of the Arts and Community Development Committee, extended best wishes to fellow Councillors and staff for a Merry Christmas and a safe and prosperous New Year and thanked everyone for their co-operation and work throughout the year.

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## **PROCEDURAL MOTIONS AND FORMAL MATTERS**

The meeting opened at 12.05 pm.

The meeting closed at 12.23 pm.

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**HEALTH, SECURITY AND COMMUNITY SAFETY COMMITTEE NO. 2017(03)**

**28 NOVEMBER 2017**

REPORT

**COUNCILLORS' ATTENDANCE:** Councillor Ireland (Chairperson); Councillors Antonioli (Mayor), Wendt (Deputy Mayor), Pisasale, Pahlke, Morrison (Observer), Tully (Observer), Silver (Observer), Stoneman (Observer), Bromage (Observer) and Martin (Observer)

**COUNCILLOR'S APOLOGIES:** Nil

1. **COOPERATIVE DESEXING PROGRAM**

With reference to a report by the Manager (Animal Management) dated 14 November 2017 seeking approval of supplementary funding for a Co-operative Desexing Program.

In accordance with section 173 of the *Local Government Act 2009*, Councillor Antonioli (Mayor) informed the meeting that he has, or could reasonably be taken to have, a perceived conflict of interest in Item 1 titled Cooperative Desexing Program.

The nature of the interest is that he was formerly a Director of RSPCA Qld.

Councillor Antonioli (Mayor) came to the conclusion that because of the relatively minor nature of the perceived conflict, he can properly participate in the discussion of the matter and vote in the public interest.

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**RECOMMENDATION**

- A. That Council provide a further \$3,000.00 toward this financial year's Co-operative Desexing Program to maximise the benefit within the current breeding season.
- B. That funding be sourced from an existing Animal Management budget allocation.
- C. That the Manager (Animal Management) provide a report to a future meeting of the Health, Security and Community Safety Committee on the outcomes of Co-operative Desexing Programs within Ipswich.

Councillor Antonioli (Mayor) and the majority of councillors entitled to vote, voted for the recommendation.

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2. DEVELOPMENT AND IMPLEMENTATION OF CODE OF CONDUCT FOR OFF LEASH PARKS IN RESPONSE TO PRIORITY 2 – PET MANAGEMENT – HEALTH AND AMENITY PLAN 2017–2018

With reference to a report by the Manager Animal Management Operations dated 15 November 2017 concerning the Development and Implementation of a Code of Conduct for Off Leash Parks in response to Priority 2 – Pet Management – Health and Amenity Plan 2017–2018.

RECOMMENDATION

That Council approve the Code of Conduct signage contained in Attachment A of the report by the Manager (Animal Management) dated 15 November 2017, for installation on a gate/prominent entry area, across Ipswich's existing Dog Off Leash Areas (DOLA's).

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3. BEHAVIOUR CHANGE PROGRAM IN SUPPORT OF HEALTH AND AMENITY PLAN ACTION 'DOG CONTROL IN PUBLIC AND ON PRIVATE PROPERTY'

With reference to a report by the Principal Officer (Animal Management) dated 14 November 2017 providing an update on a behaviour change program in support of Health and Amenity Plan action 'Dog control in public and on private property'.

RECOMMENDATION

That the report be received and the contents noted.

---

4. DARLING DOWNS – MORETON RABBIT BOARD ANNUAL REPORT 2016–2017

With reference to a report by the Principal Officer (Animal Management) dated 11 November 2017 concerning the Darling Downs – Moreton Rabbit Board Annual Report 2016-2017.

RECOMMENDATION

That the report be received and the contents noted.

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5. CRYPT REMEDIATION PROJECT (IPSWICH GENERAL CEMETERY) 2018–2019

With reference to a report by the Principal Officer – Policy and Projects dated 17 November 2017 concerning the remediation of a historic burial crypt at Ipswich General Cemetery.

## RECOMMENDATION

- A. That Council approve further investigations in relation to the project to remediate the Fleming crypt in Ipswich General Cemetery as outlined in the report by the Principal Officer – Policy and Projects dated 17 November 2017.
  - B. That once actual costs are determined, the Chief Operating Officer (Health, Security and Regulatory Services) provide a further report to Council for consideration.
- 

## 6. ENTERTAINMENT VENUE COUNCILLOR WORKING GROUP RECOMMENDATIONS

With reference to a report by the Strategic Policy and Systems Manager dated 16 November 2017 concerning outcomes of a Council Working Group review of entertainment venue licensing.

In accordance with section 173 of the *Local Government Act 2009*, Councillor Pahlke informed the meeting that he has, or could reasonably be taken to have, both a perceived conflict of interest and a material personal interest in Item 6 titled Entertainment Venue Councillor Working Group Recommendations.

The nature of the perceived conflict of interest is that he has received hospitality from Ivory's Rock Conference and Event Centre, hospitality and passes to Willowbank Raceway, Ipswich Turf Club and Ipswich, Rosewood and Marburg Show Societies.

The nature of the material personal interest is that he is a part owner of a hotel in Rosewood.

Councillor Pahlke came to the conclusion that because of the nature of the material personal interest, he will exclude himself from the meeting while this matter is debated and the vote is taken.

Councillor Pahlke left the meeting room at 9.08 am (including any area set aside for the public) and stayed out of the meeting room while the item was being discussed and voted on.

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In accordance with section 173 of the *Local Government Act 2009*, Councillors Antonioli (Mayor), Wendt (Deputy Mayor), Morrison, Tully, Silver, Stoneman, Bromage, Pisasale and Ireland informed the meeting that they have, or could reasonably be taken to have, a perceived conflict of interest in Item 6 titled Entertainment Venue Councillor Working Group Recommendations.

The nature of Councillor Antonioli's (Mayor) interest is that he has received complimentary passes to Willowbank Raceway and Ipswich Turf Club and is an honorary member of the Ipswich Show Society.

The nature of Councillor Wendt's (Deputy Mayor) interest is that he is the shareholders representative of Ipswich Motorsport Park Pty Ltd and has received hospitality from Ipswich Show Society and complimentary passes to Ipswich Turf Club.

The nature of Councillor Morrison's interest is that he is a director of Ipswich Motorsport Park Pty Ltd, has received free passes to Ipswich Turf Club, hospitality from Ipswich Show Society and free passes and an annual pass to Willowbank Raceway.

The nature of Councillor Tully's interest is that he is a director of Ipswich Motorsport Park Pty Ltd, has received admission passes and hospitality from Ipswich Turf Club and admission passes from Willowbank Raceway.

The nature of Councillor Silver's interest is that she has received hospitality from Ivory's Rock Conference and Event Centre and Ipswich Show Society, complimentary tickets to Willowbank Raceway and passes and hospitality from Ipswich Turf Club.

The nature of Councillor Stoneman's interest is that she has received hospitality from Ipswich Turf Club and Ipswich Show Society and complimentary passes to Willowbank Raceway and Ipswich Turf Club.

The nature of Councillor Bromage's interest is that she is an honorary life member of Ipswich Show Society, has received hospitality from Ipswich Show Society, complimentary yearly passes to Ipswich Turf Club and complimentary annual passes to Willowbank Raceway.

The nature of Councillor Pisasale's interest is that he has received complimentary passes and hospitality from Ipswich Show Society, annual passes to Willowbank Raceway, hospitality and passes to Ipswich Turf Club and hospitality from Ivory's Rock Conference and Event Centre.

The nature of Councillor Ireland's interest is that she has received passes and hospitality to Willowbank Raceway, Ipswich Turf Club and Ipswich Show Society.

Councillors Antonioli (Mayor), Wendt (Deputy Mayor), Morrison, Tully, Silver, Stoneman, Bromage, Pisasale and Ireland came to the conclusion that because of the relatively minor nature of the perceived conflict, they can properly participate in the discussion of the matter.

---

### RECOMMENDATION

- A. That the recommendations of the Entertainment Venue Councillor Working Group outlined in the report by the Strategic Policy and Systems Manager dated 16 November 2017, be approved.
- B. That the recommendations of the Entertainment Venue Councillor Working Group be implemented when the following Ipswich City Council Local Laws are reviewed next:
  - 1. *Local Law 3 (Commercial Licensing) 2013*
  - 2. *Subordinate Local Law 3 (Commercial Licensing) 2013.*

As Councillors Morrison, Tully, Silver, Stoneman, and Bromage are not members of the Health, Security and Community Safety Committee, they did not vote on the matter.

Councillors Antonioli (Mayor), Wendt (Deputy Mayor), Pisasale and Ireland as members of the Health, Security and Community Safety Committee, voted for the recommendation.

Councillor Pahlke returned to the meeting at 9.15 am.

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7. PARKING ENFORCEMENT - SCHOOL SAFE PARKING PROJECT 2018

With reference to a report by the Principal Officer (Projects) dated 9 November 2017 concerning parking enforcement associated with the School Safe Parking Project (School Safe).

RECOMMENDATION

That the report be received and the contents noted.

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8. ROAD PERMIT PROCESS

With reference to a report by the Principal Officer, Business Operations dated 15 November 2017 concerning transition of the management of the Road Permit (Annual, Standard and Non-Standard) process.

RECOMMENDATION

That the report be received and the contents noted.

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9. HEALTH, SECURITY AND REGULATORY SERVICES MONTHLY ACTIVITY REPORT – OCTOBER 2017

With reference to a joint report by the Strategic Policy and Systems Manager and Principal Officer (Business Operations) dated 16 November 2017 concerning the monthly update on the activities of the Health, Security and Regulatory Services (HSRS) Department including a presentation on the achievements of the Department in 2017.

RECOMMENDATION

That the report be received and the contents noted.

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10. CHRISTMAS MESSAGE

Councillor Ireland, on behalf of the Health, Security and Community Safety Committee, extended best wishes to fellow Councillors and staff for a Merry Christmas and a safe and prosperous New Year and thanked everyone for their co-operation and work throughout the year.

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## PROCEDURAL MOTIONS AND FORMAL MATTERS

The meeting commenced at 8.30 am.

The meeting closed at 9.58 am.

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**PLANNING, DEVELOPMENT AND HERITAGE COMMITTEE NO. 2017(12)**

**28 NOVEMBER 2017**

**REPORT**

**COUNCILLORS' ATTENDANCE:** Councillor Morrison (Chairperson); Councillors Antonioli (Mayor), Wendt (Deputy Mayor), Tully, Stoneman, Pahlke, Silver (Observer), Bromage (Observer), Martin (Observer), Pisasale (Observer) and Ireland (Observer)

**COUNCILLOR'S APOLOGIES:** Nil

1. **RIPLEY PRIORITY DEVELOPMENT AREA TRUNK INFRASTRUCTURE PROVISION**

With reference to a joint report by the Engineering and Environment Manager and Infrastructure Planning Manager dated 10 November 2017 concerning the funding and provision of Ripley Priority Development Area (PDA) trunk infrastructure.

**RECOMMENDATION**

- A. That the report be received and the contents noted.
- B. That for the Ripley Priority Development Area (PDA), until revocation is implemented, all trunk municipal infrastructure should only be delivered and funded from receipted Ripley PDA Municipal charges or a catalyst funding allocation by Economic Development Queensland (EDQ).

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2. **COURT ACTION STATUS REPORT**

With reference to a report by the Development Planning Manager dated 14 November 2017 concerning the status of outstanding court actions.

**RECOMMENDATION**

- That the report be received and the contents noted.

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3. **GENERAL BUSINESS – DELEGATED DECISION**

With reference to a verbal report by the City Planner concerning a development application at 30 Memorial Drive, Swanbank.

It was moved by Councillor Morrison, seconded by Councillor Wendt and carried "That in accordance with section 275(1)(g) of the *Local Government Regulation 2012*, the committee resolve to move into closed session to discuss a verbal report by the City Planner concerning a development application at 30 Memorial Drive, Swanbank.

The meeting moved into closed session at 10.16 am.

It was moved by Councillor Morrison, seconded by Councillor Wendt and carried that the meeting move into open session. The meeting moved into open session at 10.30 am.

#### RECOMMENDATION

That the verbal report be received and noted.

It was moved by Councillor Antonioli (Mayor), seconded by Councillor Morrison and carried that the verbal report be received.

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#### 4. CHRISTMAS MESSAGE

Councillor Morrison, on behalf of the Planning, Development and Heritage Committee, extended best wishes to fellow Councillors and staff for a Merry Christmas and a safe and prosperous New Year and thanked everyone for their co-operation and work throughout the year.

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#### PROCEDURAL MOTIONS AND FORMAL MATTERS

The meeting commenced at 10.06 am.

The meeting closed at 10.31 am.

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**ECONOMIC DEVELOPMENT AND DIGITAL CITY COMMITTEE NO. 2017(03)**

**28 NOVEMBER 2017**

**REPORT**

**COUNCILLORS' ATTENDANCE:** Councillor Tully (Chairperson); Councillors Antonioli (Mayor), Wendt (Deputy Mayor), Morrison, Martin, Pahlke, Silver (Observer), Stoneman (Observer), Bromage (Observer), Pisasale (Observer) and Ireland (Observer)

**COUNCILLOR'S APOLOGIES:** Nil

1. **EXTERNAL COUNCIL ORDINARY MEETING – 27 FEBRUARY 2018 - DIVISION 1**

With reference to a report by the Marketing Services Manager dated 17 November 2017 concerning the venue for the External Council Ordinary Meeting to be held on Tuesday, 27 February 2018.

In accordance with section 173 of the *Local Government Act 2009*, Councillor Silver informed the meeting that she has, or could reasonably be taken to have, a real conflict of interest in Item 1 titled External Council Ordinary Meeting – 27 February 2018 – Division 1.

The nature of the interest is that she is a director of Searchlight Education which is the operator of Hymba Yumba.

Councillor Silver came to the conclusion that because of the nature of the real conflict, she will remain in the meeting and participate in the debate.

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**RECOMMENDATION**

- A. That the External Council Ordinary Meeting originally scheduled for 27 March 2018 be amended to 27 February 2018.
- B. That the External Council Ordinary Meeting scheduled for 9.30 am on Tuesday, 27 February 2018 be held at a location to be determined by the Chairperson of the Economic Development and Digital City Committee in consultation with the Councillor for Division 1.
- C. That the Chief Financial Officer coordinate the submission of a public notice to appear in the local newspaper notifying the time, date and venue of the External Council Ordinary Meeting.
- D. That Council provide a donation to the owner of the venue for the use of their facilities and authorise the Chief Executive Officer, in consultation with the Mayor and the Deputy Mayor, to determine an appropriate amount for donation.

- E. That the Events and Engagement Officer coordinate arrangements for the External Council Ordinary Meeting in consultation with the Mayor and Divisional Councillor.

As Councillor Silver is not a member of the Economic Development and Digital City Committee she did not vote on this matter.

The majority of councillors entitled to vote, voted for the recommendation.

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## 2. EVENT SPONSORSHIP OF 2018 AUSTRALIA DAY CELEBRATIONS

With reference to a report by the Events and Engagement Officer dated 16 November 2017 concerning an application for event sponsorship by Brothers Leagues Club Ipswich for their 2018 Australia Day Celebrations.

In accordance with section 173 of the *Local Government Act 2009*, Councillors Antonioli (Mayor), Wendt (Deputy Mayor), Silver, Stoneman, Martin, Pisasale, Ireland and Pahlke informed the meeting that they have, or could reasonably be taken to have, a perceived conflict of interest in Item 2 titled Event Sponsorship of 2018 Australia Day Celebrations.

The nature of Councillor Antonioli (Mayor), Silver, Martin and Ireland's interest is that they are social members of Brothers Leagues Club.

The nature of Councillor Wendt (Deputy Mayor), Stoneman, Pisasale and Pahlke's interest is that they are members of Brothers Leagues Club.

Councillors Silver, Stoneman, Pisasale and Ireland came to the conclusion that because of the relatively minor nature of the perceived conflict, they can properly participate in the discussion of the matter.

Councillors Antonioli (Mayor), Wendt (Deputy Mayor), Martin and Pahlke came to the conclusion that because of the relatively minor nature of the perceived conflict, they can properly participate in the discussion of the matter and vote in the public interest.

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## RECOMMENDATION

That Council allocate event sponsorship of \$500.00 to Brothers Leagues Club Ipswich for their 2018 Australia Day Celebrations from the 2017–2018 Event Sponsorship Budget and maximise the associated economic, social and promotional opportunities associated with this event.

As Councillors Silver, Stoneman, Pisasale and Ireland are not members of the Economic Development and Digital City Committee, they did not vote on the matter.

Councillors Antonioli (Mayor), Wendt (Deputy Mayor), Martin and Pahlke and the majority of councillors entitled to vote, voted for the recommendation.

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3. EVENT SPONSORSHIP OF THE 2018 SALVATION ARMY RED SHIELD APPEAL LAUNCH

With reference to a report by the Events and Engagement Officer dated 16 November 2017 concerning an application for event sponsorship from The Salvation Army for the 2018 Salvation Army Red Shield Appeal Launch being held on 2 May 2018.

RECOMMENDATION

That Council allocate event sponsorship of \$2,500.00 to The Salvation Army for the 2018 Red Shield Appeal Launch from the 2017-2018 Event Sponsorship Budget and maximise the associated economic, social and promotional opportunities associated with this event.

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4. CHRISTMAS MESSAGE

Councillor Tully, on behalf of the Economic Development and Digital City Committee, extended best wishes to fellow Councillors and staff for a Merry Christmas and a safe and prosperous New Year and thanked everyone for their co-operation and work throughout the year.

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PROCEDURAL MOTIONS AND FORMAL MATTERS

The meeting commenced at 10.31 am.

The meeting adjourned at 10.31 am to reconvene at 10.41 am.

The meeting reconvened at 10.41 am.

The meeting closed at 11.00 am.

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**CITY MANAGEMENT, FINANCE AND COMMUNITY ENGAGEMENT COMMITTEE NO. 2017(12)**

**28 NOVEMBER 2017**

**REPORT**

**COUNCILLORS' ATTENDANCE:** Councillor Wendt (Deputy Mayor and Chairperson);  
Councillors Antonioli (Mayor), Morrison, Tully, Silver,  
Stoneman, Bromage, Martin, Pisasale, Ireland and Pahlke

**COUNCILLOR'S APOLOGIES:** Nil

**OFFICERS' ATTENDANCE:** Acting Chief Executive Officer (Gary Kellar), Chief Financial  
Officer (Andrew Roach), General Counsel and City Solicitor  
(Daniel Best), City Planner (John Adams), Acting Chief  
Operating Officer (WPR) (Bryce Hines), Chief Operating  
Officer (ASDCE) (Caroline McMahon), Chief Operating  
Officer (HSRS) (Sean Madigan), Chief Operating Officer (IS)  
(Charlie Dill); Chief Operating Officer (EDM) (Ben Pole),  
Mayor's Executive Officer (Allison Grant) and Mayor's  
Senior Advisor (Ben Hayward)

**OFFICER'S APOLOGIES:** Nil

1. [REPORT – POLICY AND ADMINISTRATION ADVISORY COMMITTEE NO. 2017\(03\) OF  
21 NOVEMBER 2017](#)

With reference to the report of the Policy and Administration Advisory Committee  
No. 2017(03) of 21 November 2017.

**RECOMMENDATION**

That the report of the Policy and Administration Advisory Committee No. 2017(03) of  
21 November 2017 be received, the contents noted and the recommendations  
contained therein be adopted.

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2. [REPORT – EMPLOYEE DEVELOPMENT ADVISORY COMMITTEE NO. 2017\(02\) OF  
21 NOVEMBER 2017](#)

With reference to the report of the Employee Development Advisory Committee  
No. 2017(03) of 21 November 2017.

#### RECOMMENDATION

That the report of the Employee Development Advisory Committee No. 2017(03) of 21 November 2017 be received, the contents noted and the recommendations contained therein be adopted.

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#### 3. CUSTOMER SERVICE DELIVERY UPDATE – OCTOBER 2017

With reference to a report by the Services Queensland Operations Manager dated 15 November 2017 concerning customer service delivery activities for the period of 1 October – 30 October 2017.

#### RECOMMENDATION

That the report be received and the contents noted.

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#### 4. MONTH-END PERFORMANCE – OCTOBER 2017

With reference to a report by the Finance Manager dated 15 November 2017 concerning Council performance for the period ending 31 October 2017 submitted in accordance with section 204 of the *Local Government Regulation 2012*.

#### RECOMMENDATION

That the report be received and the contents noted.

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#### 5. QUEENSLAND URBAN UTILITIES – QUARTERLY REPORT FOR THE QUARTER ENDED SEPTEMBER 2017

With reference to a report by the Development and Relationship Manager dated 3 November 2017 concerning Queensland Urban Utilities' (QUU) Quarterly Report for the quarter ended September 2017.

#### RECOMMENDATION

That the report be received and the contents noted.

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#### 6. CUSTOMER ENQUIRIES REGARDING SERVICES DELIVERED BY EXTERNAL ORGANISATIONS

With reference to a report by the Strategic Client Office Manager dated 15 November 2017 concerning customer enquiries regarding services which are not Council related.

#### RECOMMENDATION

That the report be received and the contents noted.

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It was moved by Councillor Wendt (Deputy Mayor), seconded by Councillor Pisasale and carried that Item 13 titled Insurance Claims over \$15,000.00 be dealt with after Item 6.

13. INSURANCE CLAIMS OVER \$15,000.00

With reference to a report by the Acting Chief Executive Officer dated 13 November 2017 concerning a summary of insurance claims over \$15,000.00 currently being managed by Ipswich City Council's public, product and professional indemnity insurers, Local Government Mutual (LGM) Queensland/Jardine Lloyd Thompson Pty Ltd (JLT).

It was moved by Councillor Wendt (Deputy Mayor), seconded by Councillor Pisasale and carried "That in accordance with section 275(1)(h) of the *Local Government Regulation 2012*, the committee resolve to move into closed session at this time to discuss Item 13.

The meeting moved into closed session at 11.24 am.

---

In accordance with section 173 of the *Local Government Act 2009*, Councillor Bromage informed the meeting that she has, or could reasonably be taken to have, a perceived conflict of interest in Item 13 titled Insurance Claims over \$15,000.00.

The nature of the interest is that her staff member's son is married to the daughter of the family identified in Claim No. 3397.

Councillor Bromage came to the conclusion that because of the nature of the perceived conflict, she will exclude herself from the meeting while this matter is debated and the vote is taken.

Councillor Bromage left the meeting room at 11.52 am (including any area set aside for the public) and stayed out of the meeting room while the item was being discussed.

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It was moved by Councillor Wendt (Deputy Mayor), seconded by Councillor Morrison and carried that the meeting move into open session. The meeting moved into open session at 12.02 pm.

RECOMMENDATION

**That the report be received and the contents noted.**

The majority of councillors entitled to vote, voted for the recommendation.

Councillor Bromage returned to the meeting room after the vote was taken.

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It was moved by Councillor Wendt, seconded by Councillor Pahlke and carried that Item 14 titled Deputations be dealt with after Item 13 Insurance Claims over \$15,000.00.

#### 14. DEPUTATIONS

With reference to a report by the Acting Chief Executive Officer dated 23 November 2017 concerning deputations at the City Management Finance and Community Engagement Committee on 28 November 2017.

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In accordance with section 173 of the *Local Government Act 2009*, Councillors Antonioli (Mayor), Wendt (Deputy Mayor), Tully and Morrison informed the meeting that they have, or could reasonably be taken to have, a perceived conflict of interest in Item 14 titled Deputations.

The nature of Councillor Antonioli's (Mayor) interest is that he is a director of Ipswich City Properties Pty Ltd.

The nature of Councillor Wendt's (Deputy Mayor) interest is that he is the shareholders representative of Ipswich City Properties Pty Ltd, Ipswich City Developments Pty Ltd, Ipswich City Enterprises Pty Ltd and Ipswich Motorsport Park Pty Ltd.

The nature of Councillor Tully's interest is that he is a director of Ipswich City Properties Pty Ltd, Ipswich City Developments Pty Ltd, Ipswich City Enterprises Pty Ltd, Ipswich City Enterprises Investments Pty Ltd and Ipswich Motorsport Park Pty Ltd.

The nature of Councillor Morrison's interest is that he is a director of Ipswich Motorsport Park Pty Ltd.

Councillors Antonioli (Mayor), Wendt (Deputy Mayor), Tully and Morrison came to the conclusion that because of the relatively minor nature of the perceived conflict, they can properly participate in the discussion of the matter and vote in the public interest.

Andrew Roach informed the Council that in relation to Item 14 titled Deputations, he is a director of Ipswich City Properties Pty Ltd, Ipswich City Developments Pty Ltd, Ipswich City Enterprises Investments Pty Ltd and Ipswich Motorsport Park Pty Ltd. The matter was declared for noting only.

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It was moved by Councillor Wendt, seconded by Councillor Pahlke and carried "That in accordance with section 275(1)(h) of the *Local Government Regulation 2012*, the committee resolve to move into closed session at this time to discuss Item 14 titled Deputations.

The meeting moved into closed session at 1.15 pm.

It was moved by Councillor Wendt (Deputy Mayor), seconded by Councillor Antonioli (Mayor) and carried that the meeting move into open session. The meeting moved into open session at 2.50 pm.

#### RECOMMENDATION

That the report be received and the contents noted.

Councillors Antonioli (Mayor), Wendt (Deputy Mayor), Tully and Morrison and the majority of councillors entitled to vote, voted for the recommendation.

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It was moved by Councillor Wendt, seconded by Councillor Silver and carried that Item 16 titled Ipswich Central CBD – Agreement for Lease be dealt with after Item 14 titled Deputations.

16. [IPSWICH CENTRAL CBD – AGREEMENT FOR LEASE](#)

With reference to a report by the Chief Financial Officer dated 23 November 2017 concerning the Agreement for Lease for the provision of a 16,000m2 building located in Ipswich Central CBD.

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In accordance with section 173 of the *Local Government Act 2009*, Councillors Antonioli (Mayor), Wendt (Deputy Mayor) and Tully informed the meeting that they have, or could reasonably be taken to have, a perceived conflict of interest in Item 16 titled Ipswich Central CBD – Agreement for Lease.

The nature of Councillor Antonioli (Mayor) and Tully's interest is that they are directors of Ipswich City Properties Pty Ltd.

The nature of Councillor Wendt's (Deputy Mayor) interest is that he is the shareholders representative of Ipswich City Properties Pty Ltd.

Councillors Antonioli (Mayor), Wendt (Deputy Mayor) and Tully came to the conclusion that because of the relatively minor nature of the perceived conflict, they can properly participate in the discussion of the matter and vote in the public interest.

Andrew Roach informed the Council that in relation to Item 16 titled Ipswich Central CBD – Agreement for Lease, he is a director and company secretary of Ipswich City Properties Pty Ltd. The matter was declared for noting only.

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It was moved by Councillor Wendt, seconded by Councillor Antonioli (Mayor) and carried "That in accordance with section 275(1)(h) of the *Local Government Regulation 2012*, the committee resolve to move into closed session at this time to discuss Item 16 Ipswich Central CBD – Agreement for Lease.

The meeting moved into closed session at 3.22 pm.

It was moved by Councillor Wendt (Deputy Mayor), seconded by Councillor Silver and carried that the meeting move into open session. The meeting moved into open session at 3.30 pm.

[RECOMMENDATION](#)

- A. That Council approve the adjustments to the Agreement for Lease, specifically the adjustment of the Stage Approval date to the 30 March 2018.
- B. That the Chief Executive Officer be authorised to sign and execute the Deed of Variation on behalf of Ipswich City Council.

Councillors Antonioli (Mayor), Wendt (Deputy Mayor) and Tully and the majority of councillors entitled to vote, voted for the recommendation.

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7. CITY COUNTRY REFERENCE GROUP

With reference to a report by the Community Development Project Officer dated 6 November 2017 providing the minutes of the meeting of the City Country Reference Group held on 3 August 2017.

RECOMMENDATION

That the report be received and the contents noted.

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8. ALLOCATION COMMUNITY DONATIONS TO 31 OCTOBER 2017

With reference to a report by the Community Grants Officer dated 31 October 2017 concerning the allocation of Community Donations.

RECOMMENDATION

That the report be received and the contents noted.

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9. 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 November 2017.

RECOMMENDATION

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

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10. PROPOSED MAYORESS ADMINISTRATION AND EXPENSES POLICY

With reference to a report by the Acting Chief Executive Officer dated 16 November 2017 concerning the provision of a policy to recognise and outline what support is provided to the Mayoress by Ipswich City Council.

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In accordance with section 173 of the *Local Government Act 2009*, Councillor Antonioli informed the meeting that he has, or could reasonably be taken to have, a perceived conflict of interest in Item 10 titled Proposed Mayoress Administration and Expenses Policy.

The nature of the interest is that the matter relates to his wife.

Councillor Antonioli came to the conclusion that because of the nature of the perceived conflict, he will remain in the meeting, participate in the debate but not vote.

#### RECOMMENDATION

That the policy titled “Mayoress Administration and Expenses Policy”, as detailed in Attachment A, as amended, to the report by the Acting Chief Executive Officer dated 16 November 2017, be adopted.

Councillor Antonioli did not take part in the vote on this matter.

The majority of councillors entitled to vote, voted for the recommendation.

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11. RESUMPTION OF LAND – PART OF 10 OLD TOOWOOMBA ROAD, ONE MILE AND DESCRIBED AS PART OF LOT 2 ON RE8334 – DIVISION 8

With reference to a report by the Senior Property Officer dated 6 November 2017 concerning the proposed resumption of part of the land located at 10 Old Toowoomba Road, One Mile and described as part of Lot 2 on RP8334 for strategic road purposes to facilitate the upgrade of Old Toowoomba Road, One Mile.

#### RECOMMENDATION

- A. That Council, having duly considered this report, be of the opinion that the part of Lot 2 on RP8334 containing an approximate area of 17m<sup>2</sup> (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.
- 

12. ADOPTION OF RATING RESOLUTIONS

With reference to a report by the Treasury Accounting Manager dated 14 November 2017 concerning the adoption of rating resolutions.

#### RECOMMENDATION

That the report be received and the contents noted.

---

It was moved by Councillor Wendt, seconded by Councillor Antonioli (Mayor) and carried that Item 17 titled Adoption of Ipswich City Council's 2016-2017 Annual Report be dealt with after Item 12 titled Adoption of Rating Resolutions.

17. [ADOPTION OF IPSWICH CITY COUNCIL'S 2016-2017 ANNUAL REPORT](#)

With reference to a report by the Chief Executive Officer dated 23 November 2017 concerning the adoption of Ipswich City Council's 2016–2017 Annual Report.

[RECOMMENDATION](#)

That the 2016–2017 Annual Report, as detailed in Attachment A to the report by the Chief Executive Officer dated 23 November 2017, be adopted.

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It was moved by Councillor Wendt, seconded by Councillor Antonioli (Mayor) and carried that Item 18 titled Report – Audit and Risk Management Advisory Committee No. 2017(01) of 27 November 2017 be dealt with after Item 17.

18. [REPORT – AUDIT AND RISK MANAGEMENT ADVISORY COMMITTEE NO. 2017\(01\) OF 27 NOVEMBER 2017](#)

With reference to the report of the Audit and Risk Management Advisory Committee No. 2017(01) of 27 November 2017.

[RECOMMENDATION](#)

That the report of the Audit and Risk Management Advisory Committee No. 2017(01) of 27 November 2017 be received, the contents noted and the recommendations contained therein be adopted.

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15. [PROPOSED ACQUISITION BY IPSWICH CITY PROPERTIES PTY LTD OF 2 BELL STREET, IPSWICH \(IPSWICH CITY PLAZA\) DESCRIBED AS LOT 1 RP157021, COUNTY OF STANLEY, PARISH OF IPSWICH – DIVISION 7](#)

With reference to a report by the Chief Financial Officer dated 23 November 2017 concerning the proposed acquisition by the Council owned Ipswich City Properties Pty Ltd (ICP) of 2 Bell Street Ipswich (Ipswich City Plaza) described as Lot 1 RP157021, County of Stanley, Parish of Ipswich.

In accordance with section 173 of the *Local Government Act 2009*, Councillor Pisasale informed the meeting that he has, or could reasonably be taken to have, a real conflict of interest in Item 15 titled Proposed Acquisition by Ipswich City Properties Pty Ltd of 2 Bell Street Ipswich (Ipswich City Plaza) described as Lot 1 RP 157021, County of Stanley, Parish of Ipswich – Division 7.

The nature of the interest is that he is the sole director of a business namely “Beauty on Belle” located at 2 Bell Street, Ipswich located in the Ipswich CBD.

Councillor Pisasale came to the conclusion that because of the nature of the real conflict, he will exclude himself from the meeting while this matter is debated and the vote is taken.

Councillor Pisasale left the meeting room at 3.59 pm (including any area set aside for the public) and stayed out of the meeting room while the item was being discussed and voted on.

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In accordance with section 173 of the *Local Government Act 2009*, Councillors Antonioli (Mayor), Wendt (Deputy Mayor) and Tully informed the meeting that they have, or could reasonably be taken to have, a perceived conflict of interest in Item 15 titled Proposed Acquisition by Ipswich City Properties Pty Ltd of 2 Bell Street Ipswich (Ipswich City Plaza) described as Lot 1 RP 157021, County of Stanley, Parish of Ipswich – Division 7.

The nature of Councillor Antonioli (Mayor) and Tully's interest is that they are directors of Ipswich City Properties Pty Ltd.

The nature of Councillor Wendt's (Deputy Mayor) interest is that he is the shareholders representative of Ipswich City Properties Pty Ltd.

Councillors Antonioli (Mayor), Wendt (Deputy Mayor) and Tully came to the conclusion that because of the relatively minor nature of the perceived conflict, they can properly participate in the discussion of the matter and vote in the public interest.

Andrew Roach informed the Council that in relation to Item 15 titled Proposed Acquisition by Ipswich City Properties Pty Ltd of 2 Bell Street Ipswich (Ipswich City Plaza) described as Lot 1 RP 157021, County of Stanley, Parish of Ipswich – Division 7, he is a director and company secretary of Ipswich City Properties Pty Ltd. The matter was declared for noting only.

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It was moved by Councillor Wendt, seconded by Councillor Ireland and carried "That in accordance with section 275(1)(h) of the *Local Government Regulation 2012*, the committee resolve to move into closed session at this time to discuss Item 15 titled Proposed Acquisition by Ipswich City Properties Pty Ltd of 2 Bell Street, Ipswich (Ipswich City Plaza) described as Lot 1 RP 157021, County of Stanley, Parish of Ipswich – Division 7.

The meeting moved into closed session at 4.00 pm.

It was moved by Councillor Wendt (Deputy Mayor), seconded by Councillor Martin and carried that the meeting move into open session. The meeting moved into open session at 4.18 pm.

#### RECOMMENDATION

- A. That Council note the outcome of negotiations by Ipswich City Properties Pty Ltd (ICP) aimed at securing a contract of sale in relation to 2 Bell Street Ipswich (Ipswich City Plaza) which resulted on 17 November 2017 in an offer being accepted by KordaMentha, as appointed receiver/managers for the property, in an amount of \$5,900,000, conditional upon the outcome of a due diligence process by ICP.
- B. That Council note that the proposed acquisition of this property provides a unique opportunity for ICP to create added value to its existing land holdings in the Ipswich CBD and through the planned development of the Ipswich Central Redevelopment site, ICP as the prospective owner of 2 Bell Street Ipswich, may expect to benefit from an uplift in value once the redevelopment is completed.

- C. That Council note that any risks identified in relation to the prospective acquisition by ICP of 2 Bell Street Ipswich can be covered during the due diligence process.
- D. That Council resolve to provide its approval for the proposed acquisition by ICP of 2 Bell Street Ipswich to be accommodated within the current loan cap of \$75,000,000 as approved by the Treasurer under the *Statutory Bodies Financial Arrangements Act 1982*.

Councillors Antonioli (Mayor), Wendt (Deputy Mayor), Tully and all of the councillors entitled to vote, voted for the recommendation.

Councillor Pisasale returned to the meeting room at 4.20 pm.

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19. CHRISTMAS MESSAGE

Councillor Wendt (Deputy Mayor), on behalf of the City Management, Finance and Community Engagement Committee, extended best wishes to fellow Councillors and staff for a Merry Christmas and a safe and prosperous New Year and thanked everyone for their co-operation and work throughout the year.

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PROCEDURAL MOTIONS AND FORMAL MATTERS

The meeting commenced at 11.11 am.

It was moved by Councillor Wendt, seconded by Councillor Martin and carried that the meeting be adjourned at 12.03 pm to reconvene at 1.00 pm.

The meeting reconvened at 1.14 pm.

It was moved by Councillor Wendt, seconded by Councillor Tully and carried that the meeting adjourn at 3.34 pm for 5 minutes to reconvene at 3.39 pm.

The meeting reconvened at 3.39 pm.

The meeting closed at 4.30 pm.

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**POLICY AND ADMINISTRATION ADVISORY COMMITTEE NO. 2017(03)**

**21 NOVEMBER 2017**

**REPORT**

<b><u>COUNCILLORS' ATTENDANCE:</u></b>	Councillor Wendt (Chairperson and Deputy Mayor); Councillors Antonioli (Mayor), Tully, Silver, Stoneman, Pahlke, Morrison (Observer), Bromage (Observer), Martin (Observer) and Ireland (Observer)
<b><u>COUNCILLOR'S APOLOGIES:</u></b>	Nil
<b><u>OFFICERS' ATTENDANCE:</u></b>	Chief Executive Officer (Gary Kellar), General Counsel and City Solicitor (Dan Best), Chief Operating Officer (Health, Security and Regulatory Services)(Sean Madigan), City Planner (John Adams), Chief Operating Officer (Arts, Social Development and Community Engagement)(Caroline McMahon), Acting Chief Operating Officer (Works, Parks and Recreation)(Bryce Hines), Chief Operating Officer (Infrastructure Services)(Charlie Dill), Chief Operating Officer (Economic Development and Marketing)(Ben Pole), Chief Financial Officer (Andrew Roach) and Community Engagement Manager (Abbey Richards)
<b><u>OFFICERS' APOLOGIES:</u></b>	Nil

1. **COMMUNITY GRANTS POLICY**

With reference to a report by the Community Engagement Manager dated 9 November 2017 concerning the Community Grants Policy and supporting documentation.

**RECOMMENDATION**

That a Working Group be formed comprising of Councillors Tully, Silver, Morrison, Stoneman and Wendt to review the various community Grants policies and procedures and provide a report on the outcome to a future meeting.

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**PROCEDURAL MOTIONS AND FORMAL MATTERS**

The meeting commenced at 10.04 am.

The meeting closed at 10.45 am.

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## **EMPLOYEE DEVELOPMENT ADVISORY COMMITTEE NO. 2017(02)**

**21 NOVEMBER 2017**

### **REPORT**

<b><u>COUNCILLORS' ATTENDANCE:</u></b>	Councillor Pisasale (Chairperson); Councillors Antonioli (Mayor), Wendt (Deputy Mayor) and Silver
<b><u>COUNCILLOR'S APOLOGIES:</u></b>	Councillor Stoneman
<b><u>OFFICERS' ATTENDANCE:</u></b>	Acting Chief Executive Officer (Gary Kellar), Civic Centre and Performing Arts Manager (Don Stewart), Member of the Ipswich City Council Social Club (Matt Lennon), Employee Representative (Miranda Reis), Staffing and Remuneration Manager (Julie Battelley), Organisational Development Manager (Maria Pawluczyk), Employee Representative (Kristin Peasey), Chief Financial Officer (Andrew Roach), Employee Representative (Karin Hall), Employee Representative (Tanya Appleton) and Employee Representative (Jason Claassen)
<b><u>OFFICERS' APOLOGIES:</u></b>	Ipswich City Council Social Club President (Glenn Gellatly) and Member of Ipswich City Council Social Club (Tia Prasser)

#### **1. MENTORING PROGRAM AND AUSTRALASIAN MANAGEMENT CHALLENGE 2018**

With reference to a report by the Organisational Development Manager (ODM) dated 10 November 2017 concerning the adoption of a Mentoring Program during the Australasian Management Challenge in 2018, formerly known as LGMA Management Challenge.

#### **RECOMMENDATION**

- A. That Council enter into the Australasian Management Challenge in 2018 subject to having sufficient numbers for a team (six (6) people are required to form a team).
  - B. That Council support the adoption of a Mentoring Program prior to the commencement of the selection process for the Australasian Management Challenge in 2018.
- 

#### **2. STAFF THANK YOU DAY 2018**

With reference to a report by the Organisational Development Manager dated 30 October 2017 concerning the 2017–2018 Staff Thank You Day.

### RECOMMENDATION

- A. That Council approve the engagement of Birch Carol and Coyle for the Staff Thank You Day 2017–2018 within an agreed budget of \$42,500.
  - B. That the ticket numbers be capped at four (4) per employee in the first instance.
  - C. That the Employee Development Advisory Committee Working Group report to the next meeting with a date for the event, movie schedules and ticketing arrangements.
- 

### 3. 2017 SERVICE EXCELLENCE AWARDS

Mayor Antonioli, on behalf of all Councillors, congratulated staff involved in the 2017 Service Excellence Awards held on 8 November 2017 for making the night a success.

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### PROCEDURAL MOTIONS AND FORMAL MATTERS

The meeting opened at 12.05 pm.

The meeting closed at 12.47 pm.

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MP:SS  
A4456933

Employee Development Advisory Committee	
Mtg Date: 21 November 2017	OAR: YES
<b>Authorisation:</b> Andrew Roach	

10 November 2017

## **MEMORANDUM**

TO: CHIEF FINANCIAL OFFICER

FROM: ORGANISATIONAL DEVELOPMENT MANAGER

RE: MENTORING PROGRAM AND AUSTRALASIAN MANAGEMENT CHALLENGE 2018

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### **INTRODUCTION:**

This is a report by the Organisational Development Manager (ODM) dated 10 November 2017 concerning the adoption of a Mentoring Program during the Australasian Management Challenge in 2018, formerly known as LGMA Management Challenge.

### **BACKGROUND:**

The Australasian Management Challenge is a nationwide Local Government competition that is open to Council teams, providing opportunities for members to develop and improve their professional skills as well as applying strategic thinking in a variety of situations.

Since 2004, Ipswich City Council has entered a team in the Australasian Management Challenge as part of a development opportunity offered to employees in Council to support their personal and professional development.

To participate in the competition, six individuals, who either self-nominate or are endorsed by their manager, form a team to represent Council. They go on to compete against other highly motivated teams in a series of controlled activities. In addition, each team must develop a high quality, evidence-based document, outlining strategic outcomes and action plans that must be submitted to the Australasian selection committee. Consequently, participating in the Management Challenge requires high levels of personal stamina and capability to endure under stress.

Based on observations and feedback received from participants in previous Australasian Management Challenges, the ODM has observed that teams achieve the best outcomes and higher levels of performance if they are supported with:

1. Personalised development outcomes
2. Individual mentoring
3. Team facilitation support

#### **1. Personalised development outcomes**

Prior to the Management Challenge, individuals who are in agreement with their managers/supervisors about expected outcomes and development opportunities, are more likely to feel driven by personal interest. In addition support and recognition from their management team and peers, for example receiving praise or being invited to share about their experience during team meetings, fuels their commitment to achieve during the competition.

#### **2. Individual mentoring**

Moreover, the possibility of benefiting, during the competition, from the experience and know-how of more experienced mentors to complete the team assignment, as well as advice about how to handle stress and maintain performance under pressure, is a huge mental support for participants and eases the burden during the activities.

#### **3. Team Facilitation Support**

Once a team of six individuals has been endorsed by their manager/supervisor to participate in the Australasian Management Challenge, they receive ongoing support, during the team preparation phase, from past participants who act as team mentors as well as team building initiatives proposed by the ODM.

### **IPSWICH CITY COUNCIL APPROACH FOR 2018:**

#### **Mentoring Program**

The ODM proposes that, for the upcoming 2018 Australasian Management Challenge, we use a Mentoring Program that comprises these three elements as a basis of a more structured communication plan between managers/supervisors, mentors and mentees. The goal is to encourage individual creativity and provide support with development challenges, opportunities and suggestions on how to present an outstanding, evidence-based, team project.

The outcomes of the Mentoring Program is to ensure that:

- Manager/Supervisor define clear development goals and areas of improvement;
- Mentor and mentee focus their efforts to improve in those areas of development and improvement;
- Mentees receive support and guidance from their mentors to cope with challenging outcomes during the competition activities;
- Mentors provide mentees provide a continuous improvement support, post-Australasian Management Challenge, to implement their knowledge and learning.

The ODM suggests that people who are interested in joining the Australasian Management Challenge contact their manager/supervisor to share their aspirations and choose a mentor prior to the commencement of the Challenge activities.

### **Mentors**

Mentors play a fundamental role during the Australasian Management Challenge. Their guidance, expertise and direct support is key in building the mentee's self-confidence, motivation and drive to achieve during the team activities. The team, in turn, benefits from higher levels of engagement and improved capacity for innovation.

Mentors are willing to share their knowledge, expertise and experience to help another person achieve during a challenging project. In a constructive culture, the mentor's role is more self-effacing, moving beyond a personal agenda to a collaborative focus for the team's highest good.

Suitable mentors are employees who role-model behaviours and attitudes, in line with Council's aim to develop a more Constructive Culture, that the other person can emulate.

Mentors can be chosen from within the same department as their mentee, or come from other areas in Council. The ODM has found that working cross-functionally allows for diversity of thought and produces broader picture outcomes.

To enable both mentor and mentee to benefit from their collaboration during the Australasian Management Challenge we propose to commence the mentoring prior to the commencement of the Challenge activities.

### **Costs**

Apart from the costs related to Australasian Management Challenge, there are no costs involved in adopting a Mentoring Program. A breakdown is provided:

<b>Description</b>	<b>Cost Approximate based on 2017 (per team)</b>
Team Enrolment	\$5,600
Incidentals (including uniforms, travel)	\$580
Australasian Awards Night	\$1,000
<b>Total costs</b>	<b>\$7,180</b>
<b>Cost per person (6 participants)</b>	<b>\$1,196</b>

Provision is made in the Learning and Development budget of \$10,000 to cover costs associated with the Challenge.

### **Timeframe**

Expressions of interest will be sought in December for participation in the challenge, with development occurring from January through to the Challenge day itself and beyond with debriefing and follow on development as determined by the individual, their manager with input from the mentor.

### **ATTACHMENT:**

Name of Attachment	Attachment
<a href="#">Mentoring Program Prior and During the Australasian Management Challenge</a>	Attachment A

### **RECOMMENDATIONS:**

- A. That Council enter into the Australasian Management Challenge in 2018 subject to having sufficient numbers for a team (six (6) people are required to form a team).
- B. That Council support the adoption of a Mentoring Program prior to the commencement of the selection process for the Australasian Management Challenge in 2018.

Maria Pawluczyk

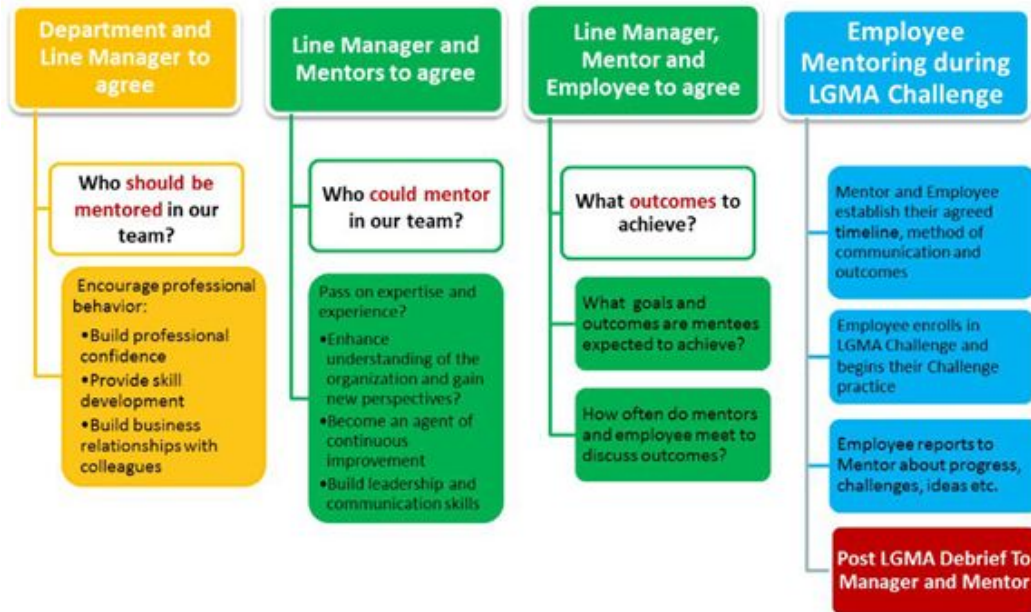
**ORGANISATIONAL DEVELOPMENT MANAGER**

I concur with the recommendations contained in this report.

Andrew Roach

**CHIEF FINANCIAL OFFICER**

## Mentoring Program to implement prior and during the LGMA Management Challenge





MKP: MKP  
A4452109

Employee Development Advisory Committee	
Mtg Date: 21/11/2017	OAR: Yes
Authorisation: Andrew Roach	

16 November 2017

### **MEMORANDUM**

TO: CHIEF FINANCIAL OFFICER

FROM: ORGANISATIONAL DEVELOPMENT MANAGER

RE: STAFF THANK YOU DAY 2018

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#### **INTRODUCTION:**

This is a report by the Organisational Development Manager dated 16 November 2017 concerning the 2017–2018 Staff Thank You Day. The report follows a previous report submitted to the Employee Development Advisory Committee (EDAC) at the 3 October 2017 EDAC meeting (Attachment A) which provided preliminary details of a proposed Ipswich City Council Staff Movie Day as the preferred option for the Staff Thank You Day.

At the 3 October 2017 EDAC meeting a recommendation was agreed that the EDAC Working Group would explore other cinemas in the local area to ensure Council was achieving the best outcome as a gesture of appreciation for its employees. As such the Civic Centre and Performing Arts Manager (CCPAM), Staffing and Remuneration Manager (SRM) and Organisational Development Manager (ODM) have sought quotes from other complexes and analysed the offers received.

On 16 November 2017, at 3.00 pm the Chief Financial Officer met with the Mayor and Chief Executive Officer regarding this matter and approval was given to proceed with the Staff Thank You Day for 2018.

#### **BACKGROUND:**

The CCPAM has approached the following cinema complexes to enable the EDAC to make an informed choice regarding the agreed Movie Day as thanks to all Council employees:

1. Limelight, Riverlink

2. Birch Carroll and Coyle (BCC), Ipswich City Square
3. Redbank Plaza Cinema Complex

The cinemas were advised to provide us with their best offer based on the following criteria:

**Budget:** \$42,500.00

**Volume of tickets:** Up to 4000

**COSTS:**

	STAFF THANK YOU DAY - CINEMA				Additional Comments
BCC	Units	Adult	Child	Total	
Movie (3,150 Adults + 1,690 Child)	4,840	\$5.00	\$4.00	\$22,510	Exclusive use of cinema Un-used tickets can be used at any time during the year (no minimum); Candy bar available for additional sales
Candy Bar Voucher	1,500	\$10.00	\$10.00	\$15,000	
Value Add (Show Bags)	1,000		\$5.00	\$5,000	
				<b>\$42,510</b>	
REDBANK PLAZA	Units	Adult	Child	Total	
Movie (3,150 Adults + 1,690 Child)	4,840	\$8.50	\$4.50	\$34,380	<u>Non-exclusive</u> use of Cinema Candy bar available for additional sales
Refreshment Combo (Includes medium drink, popcorn and Choc Top)	1,500	\$9.00	\$9.00	\$13,500	
				<b>\$47,880</b>	
LIMELIGHT	Units	Unit		Total	
Movie Package Package includes Popcorn & Drink; fairy floss for all children; selected on site activities	4,000	\$10.50		\$42,000	Exclusive use of Cinema Min of 1 ticket used on the day, with un-used tickets redeemable during the year; Candy bar available for additional sales
				<b>\$42,000</b>	

Based on the above offers from each of the three cinema complexes approached, the CCPAM, SRM and ODM identified the BCC complex as the most value offer for Council's staff thank you day.

*An average of \$8.60 per ticket, versus \$10.50 per ticket when compared with Limelight.*

#### **Specifics of Offer and Logistics**

- To manage numbers, the CCPAM, SRM and ODM have based figures on 4 tickets per employee in the first instance. After a certain RSVP date, additional tickets can be made available. Employees can of course negotiate between themselves to get additional tickets as required in the interim period.
- Each employee, with up to 3 guests, can attend 1 movie in the first instance.
- Each employee will have the opportunity to have a \$10 candy bar voucher and there will be Show Bags available for up to 1000 children.
- Unused tickets can be redeemed at a later date.

#### **BENEFITS:**

- The cinema would be made available for the exclusive use of Ipswich City Council for the entire day.
- Opportunity for social networking in an enclosed environment.
- Keeping it local reducing travel time.
- Flexible time to suit other commitments and timetables.
- Not weather dependent.
- Creating local business traffic for businesses operating in the area.
- Suitable to all age groups by catering for both young, youth and adult through movie selections.
- Tickets can be issued in advance for redemption at the cinema complex or alternative processes can be investigated (eg. presentation of ID at cinema etc).
- Staff would be able to come and go as they please, selecting films and screening times to suit.
- Cinema is well located to the Top of Town and local eateries making the spill off to this area seamless and easy.

#### **LOGISTICS**

- Run sheets of scheduled movies will be available.
- The CCPAM, SRM and ODM will liaise with the Information Communication Technology branch to create a booking tool that will reduce administrative overheads.
- There are 6 cinemas with the following capacities: 120, 140, 150, 180, 230 & 250 (1070 total).
- Based on average run times and number of cinemas up to 36 movies can be screened across the day, however the Working Group will work out approaches and refer back to the EDAC for guidance.

- Offer of discount vouchers for staff to attend the local restaurants and cafes still requires discussion and agreement from the operators.
- Council may elect to pay for some items, allowing employees to self-select other items at highly affordable prices.

Whilst there are some key releases during February and March, the Cinema complex has also indicated Council can select any movies from their catalogue. Options will be tabled at the next EDAC.

**ATTACHMENT:**

Name of Attachment	Attachment
<a href="#">Previous report submitted to 3 October 2017 Employee Development Advisory Committee</a>	Attachment A

**RECOMMENDATION:**

- A. That the Council note the engagement of Birch Carol and Coyle for the Staff Thank You Day 2017-2018 within an agreed budget of \$42,500.
- B. That Council note that ticket numbers will be capped at 4 per employee in the first instance.
- C. That the Employee Development Advisory Committee Working Group report to the next meeting with a date for the event, movie schedules and ticketing arrangements.

Maria Pawluczyk  
**ORGANISATIONAL DEVELOPMENT MANAGER**

I concur with the recommendations contained in this report.

Andrew Roach  
**CHIEF FINANCIAL OFFICER**

MKP: MKP  
A4373104

Employee Development Advisory Committee	
Mtg Date: 03.10.17	OAR: YES
<b>Authorisation:</b> Andrew Roach	

22 September 2017

## **MEMORANDUM**

TO: CHIEF FINANCIAL OFFICER

FROM: ORGANISATIONAL DEVELOPMENT MANAGER

RE: STAFF THANK YOU DAY 2018

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### **INTRODUCTION:**

This is a report by the Organisational Development Manager dated 22 September 2017 concerning the first meeting of the Employee Development Board (now Advisory Committee) Working Group to discuss the 2017–2018 Staff Thank You Day. The report provides preliminary details of a proposed Ipswich City Council Staff Movie Day as the preferred option for the Staff Thank You Day.

### **BACKGROUND:**

For many years the Ipswich City Council Councillors have sponsored a Staff Thank You Day as a gesture of appreciation for the commitment and dedication Council employees demonstrate to the community.

The Staff Thank You Day has taken a number of forms over the years including:

Style	Venue
Council Picnic	Bill Patterson Oval/ Limestone Park
Country Fair	Turf Club
Theme Park	Dreamworld and Seaworld

In light of feedback and a desire to ensure the event is conducted within the Ipswich local government area, the Employee Development Board formed a Working Group to explore options for future Staff Thank You Days. The working group comprised:

- Councillor Andrew Antoniolli, Chair of the Employee Development Board
- Councillor Charlie Pisasale, Deputy Chair of the Employee Development Board
- Councillors Paul Tully, Kerry Silver and Cheryl Bromage
- Staffing and Remuneration Manager, Julie Battelley
- Organisational Development Manager, Maria Pawluczyk

In attendance at the first meeting of the Working Group on Tuesday, 12 September in the Claremont Room at 3.00pm were:

- Councillor Andrew Antoniolli (Mayor), Chair of the Employee Development Board
- Councillor Charlie Pisasale, Deputy Chair of the Employee Development Board
- Councillor Silver, Division 3
- Staffing and Remuneration Manager, Julie Battelley
- Organisational Development Manager, Maria Pawluczyk
- Civic Centre and Performing Arts Manager, Don Stewart

The Civic Centre and Performing Arts Manager was invited to join the working group, to represent a project team currently exploring staff appreciation and recognition opportunities across Council.

Two key criteria were highlighted for the Staff Thank You Day:

- Local
- Tourism element celebrating our city

#### **OPTIONS:**

The group discussed some key options for future Staff Thank You events including returning to the Council picnic concept, outsourced for a suitably qualified organisation to manage the event.

Preference was expressed for a Cinema Day concept presented by the Civic Centre and Performing Arts Manager, with a picnic concept to be explored for future events.

#### **Cinema Day**

The Ipswich City Council Staff Cinema Day is proposed for a Sunday during February/March 2018. Ipswich City Council would hire out the Ipswich City Square, Birch Carroll and Coyle cinema complex for a full day and evening;

- Day time would be universally suitable family focussed movies, followed by more adult audience suited viewing after dark.

- Typical movie-going fare would be available including popcorn, soft drinks, ice-creams and confectionary.
- Social space available outside the theatres for catching up with colleagues, friends and family.
- Local business in the surrounds would be approached for discount opportunities, but also to forewarn to ensure they are aware and prepared in advance in case of increased business activity.

#### **BENEFITS:**

- The cinema would be made available for the exclusive use of Ipswich City Council for the entire day.
- Opportunity for social networking in an enclosed environment using the current foyer space in between movies.
- Keeping it local reducing travel time.
- Flexible time to suit other commitments and timetables.
- Not weather dependent.
- Creating local business traffic for businesses operating in the area.
- Suitable to all age groups by catering for both young, youth and adult through movie selections.
- Tickets can be issued in advance for redemption at the cinema complex or alternative processes can be investigated (eg. presentation of ID at cinema etc).
- The cinema complex staff can charge for what is used thus Council can elect to only pay based on actual consumption not estimated consumption.
- Staff would be able to come and go as they please, selecting films and screening times to suit.
- Cinema is well located to the Top of Town and local eateries making the spill off to this area seamless and easy.
- As outlined below in the Costs and Assumptions sections, there is great flexibility for Ipswich City Council to create a preferred package to suit budget and maximise cost effectiveness whilst still creating an affordable experience for all.

#### **COSTS:**

Adult Ticket (per movie watched)	\$5.00
*Child Ticket (per movie watched)	\$4.00
3-Piece Combo (drink, popcorn, ice cream)	\$8.00
Self-Serve Lolly Cup	\$5.00
Pre-packaged Lolly Bag	\$3.50
Showbag	\$5.00

*\*Child prices apply for children aged 3-15*

## **ASSUMPTIONS:**

The following cost assumptions have been made.

Bundle Offer 1 allows for a family of 4(2A + 2C) watching two movies and 1 treat each

Bundle Offer (2 Movies + 1Treat)	Adult Tix	Child Tix	Treat	Total	Family of 4		
					250	500	750
Family of Four + 3 Piece Combo	\$20.00	\$16.00	\$32.00	\$68.00	\$17,000	\$34,000	\$51,000
Family of Four + Self Serve Lolly Cup	\$20.00	\$16.00	\$20.00	\$56.00	\$14,000	\$28,000	\$42,000
Family of Four + Show Bag	\$20.00	\$16.00	\$20.00	\$56.00	\$14,000	\$28,000	\$42,000
Family of Four + Pre-packaged Lolly Bag	\$20.00	\$16.00	\$14.00	\$50.00	\$12,500	\$25,000	\$37,500

Bundle Offer 2 allows for a single adult watching two movies and 1 treat each

Bundle Offer (2 Movies + 1treat)	Adult Tix	Child Tix	Treat	Total	Single Adult		
					750	1250	1500
1 Adult + 3 Piece Combo	\$ 10.00		\$ 8.00	\$18.00	\$13,500	\$22,500	\$27,000
1 Adult + Self Serve Lolly Cup	\$ 10.00		\$ 5.00	\$15.00	\$11,250	\$18,750	\$22,500
1 Adult + Show Bag	\$ 10.00		\$ 5.00	\$15.00	\$11,250	\$18,750	\$22,500
1 Adult + Pre-packaged Lolly Bag	\$ 10.00		\$ 3.50	\$13.50	\$10,125	\$16,875	\$20,250

Potential Cost Outcomes:

250 families of 4 (2 Movies + 3 Piece Combo) = \$17,000

1250 Adults (2 Movies + 3 Piece Combo) = \$22,500

500 families of 4 (2 Movies + Show Bag) = \$28,000

1500 Adults (2 Movies + Show Bag) = \$22,500

## **LOGISTICS**

- There is potential for part of the Ipswich City Mall arcade to be made available if required.
- Run sheets of scheduled movies will be available.
- There are 6 cinemas with the following capacities: 120, 140, 150, 180, 230 & 250 (1070 total).
- Based on average run times and number of cinemas up to 36 movies can be screened across the day.
- Offer of discount vouchers for staff to attend the local restaurants and cafes still requires discussion and agreement from the operators.
- Council may elect to pay for some items, allowing employees to self-select other items at highly affordable prices.



Major releases during the indicated period:

Fifty Shades Freed	February 8 2018
Black Panther	February 18 2018
Red Sparrow	March 1 2018
Gringo	March 8 2018
Alpha	March 8 2018
Tomb Raider	March 15 2018
Peter Rabbit	March 22 2018
Pacific Rim	March 22 2018
A Wrinkle in Time	March 22 2018
The Pact	March 29 2018
Ready Player One	March 29 2018

The Cinema complex has also indicated Council can select any movies from their catalogue.

**RECOMMENDATION:**

Amended Employee Development Advisory Committee No. 2017(01) of 3 October 2017

A. That the ~~Employee Development Advisory Committee~~ approve the proposed Ipswich City Council Staff Thank You Day 2017–2018 to be held at the Ipswich City Square Birch Carroll and Coyle cinema complex. Working Group seek two (2) other quotes for a Movie Day, and in consultation with the Chairperson of the Employee Development Advisory Committee and another Councillor delegate the decision to the Chief Executive Officer.

A-B. That a message be sent to all staff advising of the Staff Thank You Movie Day event.

~~B. That the Employee Development Advisory Committee recommend their preferred options as outlined in the costs and assumptions section of the report.~~

~~C. That the Employee Development Advisory Committee approve the Working Group to progress discussions with the Ipswich City Square Cinema complex based on Recommendation B above and report back to the Employee Development Advisory Committee at the 21 November 2017 Committee meeting.~~

Maria Pawluczyk  
**ORGANISATIONAL DEVELOPMENT MANAGER**

I concur with the recommendations contained in this report.

Andrew Roach  
**CHIEF FINANCIAL OFFICER**

<b>City Management, Finance and Community Engagement Committee</b>	
Mtg Date: 28.11.17	OAR: YES
<b>Authorisation:</b> Andrew Roach	

23 November 2017

## **MEMORANDUM**

TO: ACTING CHIEF EXECUTIVE OFFICER

FROM: CHIEF FINANCIAL OFFICER

RE: PROPOSED ACQUISITION BY IPSWICH CITY PROPERTIES PTY OF 2 BELL STREET  
IPSWICH (IPSWICH CITY PLAZA) DESCRIBED AS LOT 1 RP157021, COUNTY OF  
STANLEY, PARISH OF IPSWICH  
DIVISION 7

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### **INTRODUCTION:**

This is a report by the Chief Financial Officer dated 23 November 2017 concerning the proposed acquisition by the Council owned Ipswich City Properties Pty Ltd (ICP) of 2 Bell Street Ipswich (Ipswich City Plaza) described as Lot 1 RP157021, County of Stanley, Parish of Ipswich (Refer Confidential Background Papers **Attachment A and B**).

Ipswich City Plaza is zoned CBD Primary Retail and is a leasehold Ipswich Central Business District investment and mixed use development opportunity located in the centre of the Ipswich CBD occupying a site area of 3,334 m<sup>2</sup>. The property comprises a ground floor and lower level retail complex with office accommodation on the seven (7) upper floors. The property is situated immediately above the Ipswich Railway Station at 2 Bell Street and has a net lettable area for office and retail accommodation of approximately 3,701 m<sup>2</sup> and 1,141 m<sup>2</sup> respectively, making a total of 4,842 m<sup>2</sup>.

The property is subject to a leasehold tenure with the Head Lessor being Queensland Rail Limited, with the two Head Leases expiring on the 27 November 2077 providing a remaining lease term of sixty years (as at November 2017).

The building was originally constructed circa 1979 and features street frontages to the existing Ipswich City Mall (Nicholas Street), Bell Street and Union Place. The property was last sold by the then vendor Trident Corporation for circa \$15.3 million in June 2009 to a private Gold Coast based consortium.

### **BACKGROUND:**

Following the appointment of KordaMentha as receiver/managers early in 2017, the property was offered for sale in an on-market campaign by Knight Frank Australia Pty Ltd (Knight Frank) by Private Treaty as an investment and development opportunity which closed on 12 October 2017. No acceptable bids to purchase the property were received by

either Knight Frank or KordaMentha by the noted closing date, following which, Ipswich City Properties Pty Ltd (ICP) were approached by Knight Frank to determine if there was interest on the part of the Board of ICP in acquiring the property.

It may be possible for ICP to negotiate with Queensland Rail to negotiate and convert the current leasehold portion of 2 Bell Street over the rail corridor to freehold title, which would potentially add significant value to this asset. Given that ICP has previously commenced similar negotiations with Queensland Rail over its own current leasehold assets over the rail corridor, ICP are in a good position to explore this as a potential opportunity where 2 Bell Street is concerned.

The current gross income generated from 2 Bell Street Ipswich totals \$705,343 per annum (excluding outstanding incentives). The holding costs for 2 Bell Street, based upon a purchase price of \$5,900,000 million plus an estimated 6% to cover stamp duty and legal costs (a total of \$6,254,000), amount to approximately \$575,000 per annum which includes \$450,000 for estimated operational costs and approximately \$125,000 for financing costs. On the basis of this assessment, the property would generate surplus income of circa \$130,000 per annum after holding costs are deducted. This surplus income (or net passing income) would equate to a positive return, year one, of approximately 2.1% on total acquisition costs.

The conditional offer of \$5,900,000 from ICP to purchase 2 Bell Street which was accepted by KordaMentha on 17 November 2017 has been structured in a way that protects ICP's interests and provides ICP with sufficient time to meet both its and Council's internal approval requirements in relation to loan funding arrangements. ICP's offer is non-binding in that it is subject to a due diligence period. This effectively allows ICP a period of time to undertake its investigations of the Property and to properly satisfy ICP that it wishes to proceed with the proposed acquisition of the Property.

#### **CURRENT STATUS AND BALANCE OF ICC LOAN FACILITY WITH ICP:**

On 7 March 2009, the Treasurer provided approval, under the SBFA Act 1982, for Council to enter into a loan agreement with ICP for the purchase of Ipswich City Square of \$50 million (Refer Confidential Background Papers **Attachment C**).

An amendment to increase the cap to \$65 million was requested and granted in May 2013 and a subsequent and similar requested in March 2015 was also approved.

In March 2015, Council requested that the cap on the loan \$75 million and the approval extended to 30 June 2019 (Refer Confidential Background Papers **Attachment D**).

On 12 June 2015, the Under Treasurer provided approval for the cap to be raised to \$75 million and the approval extension to 30 June 2019 (Refer Confidential Background Papers **Attachment E**).

An extract of the Under Treasurer's approval is as follows:

Pursuant to Sections 73(1) of the *Statutory Bodies Financial Arrangements Act 1982* (SBFA Act), I hereby grant specific approval for the Ipswich City Council (Council) to enter into a loan agreement of \$75 million (for the purpose price of the Ipswich City Square property and incidentals) with Ipswich City Properties Pty Ltd (ICP), subject to the following conditions:

- I. the Council is to ensure that the loan from Council to ICP is capped at \$75 million (including, but not restricted to, the principal outstanding and all interest items such as legal fees, penalty interest, bank fees and charges, costs etc);
- II. the Council is to provide annuals reports to the Department of Infrastructure, Local Government and Planning, including information relating to the outstanding balance of the loan at 30 June each year; and
- III. the approval of the loan cap of \$75 million lapses on 30 June 2019.

As at 22 November 2017, the balance of the loan facility (Refer Confidential Background Papers **Attachment F**) with ICP is \$48.6 million. The purchase of the property at 2 Bell Street for \$5.9 million will increase the balance of the loan facility to \$54.5 million.

Council and ICP entered into a Development Agreement for the construction of civic assets which form part of the Ipswich Central Redevelopment Project. The value of current works on this component of the project total approximately \$3 million. ICP has drawn upon the loan facility to fund the construction of these assets. The value of these works be progressively invoiced by ICP to Council and when these funds received by ICP they will be applied to reducing that portion of the ICP loan facility.

The loan between Council and ICP will also be reduced with the proceeds from the sale of land for the Civic Precinct of \$11 million, the sale of land for the epc.Pacific tower (Council Administration Building) of \$2.5 million and the profit share from the epc.Pacific development agreement of \$10.5 million.

Ipswich City Properties has capacity in the loan facility to fund the \$5.9 million acquisition of 2 Bell Street.

#### **Confidential Background Papers**

<b>Confidential Background Detail</b>	Confidential Papers - Attachments A to F
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**RECOMMENDATIONS:**

- A. That Council note the outcome of negotiations by Ipswich City Properties Pty Ltd (ICP) aimed at securing a contract of sale in relation to 2 Bell Street Ipswich (Ipswich City Plaza) which resulted on 17 November 2017 in an offer being accepted by KordaMentha, as appointed receiver/managers for the property, in an amount of \$5,900,000, conditional upon the outcome of a due diligence process by ICP.
- B. That Council note that the proposed acquisition of this property provides a unique opportunity for ICP to create added value to its existing land holdings in the Ipswich CBD and through the planned development of the Ipswich Central Redevelopment site, ICP as the prospective owner of 2 Bell Street Ipswich, may expect to benefit from an uplift in value once the redevelopment is completed.
- C. That Council note that any risks identified in relation to the prospective acquisition by ICP of 2 Bell Street Ipswich can be covered during the due diligence process.
- D. That Council resolve to provide its approval for the proposed acquisition by ICP of 2 Bell Street Ipswich to be accommodated within the current loan cap of \$75,000,000 as approved by the Treasurer under the *Statutory Bodies Financial Arrangements Act 1982*.

Andrew Roach  
**CHIEF FINANCIAL OFFICER**

<b>City Management, Finance and Community Engagement Committee</b>	
Mtg Date: 28.11.17	OAR: YES
<b>Authorisation:</b> Andrew Roach	

23 November 2017

## **MEMORANDUM**

TO: ACTING CHIEF EXECUTIVE OFFICER

FROM: CHIEF FINANCIAL OFFICER

RE: IPSWICH CENTRAL CBD – AGREEMENT FOR LEASE

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### **INTRODUCTION:**

This is a report by the Chief Financial Officer dated 23 November 2017 concerning the Agreement for Lease for the provision of a 16,000m<sup>2</sup> building located in Ipswich Central CBD.

### **BACKGROUND:**

The Ipswich Central Development Project presents a flagship redevelopment site, strategically positioned to achieve identifiable outcomes which align with the key principles of the Ipswich Regional Centre Strategy and Advance Ipswich. In order to control the long term future of the CBD Council on 14 March, 2017 Council resolved to (inter alia):

1. Enter into a Agreement for Lease between **Ipswich City Council** and **EPC Pacific Ipswich 1 Pty Ltd (ACN 612 793 138)** for the provision of a 16,000m<sup>2</sup> building located in the Ipswich Central CBD which was executed as a contract on the 14 March, 2017.

### **DEED OF VARIATION TO THE AGREEMENT FOR LEASE:**

Due to the late performance of the Developer on some key issues with the delivery of information, Council has had to carry out a portion of the design works, specifically the fit out design with our design team to ensure that the required design intent and design quality would be met.

This has resulted in the following amendments now being required to the executed Agreement for Lease (AFL).

1. As per marked up Milestone Dates Schedule attached and to extend the date:
  - (a) in clause 2.1 (a), issue of Stage Approval to not later than 30 March 2018;
  - (b) in clause 11.1 (j) the date of 15 November, 2017 to 15 March, 2018.

2. If epc.Pacific fail to:

- (a) complete Developed Design and submit it by 15 November 2017, then Council will have a right to terminate;
- (b) release the request for tender to the building market complete with Developed Design (Base Building Works) and developed design (Fitout Works), by 15 November 2017, then Council will have a right to terminate.

Clauses 2.4 and 2.5 would continue to apply on termination.

**Note: epc.Pacific released the Design Development tender package to the market on 6 November 2017, therefore complying with the requirements of (a) and (b) as noted above.**

3. epc.Pacific are to have a permanent presence in Brisbane Monday to Friday, commencing as soon as possible, at least until the release of request for tender to the builder market.

**Note: epc.Pacific had had a senior management in Brisbane throughout the design process and have therefore completed with the requirements of (a) and (b) as noted above.**

4. That epc.Pacific will reimburse Council (each 30 days) for costs incurred by Council fitout consultant team in taking the Council Schematic Design through to Developed Design of Fitout Works and FF&E -noting that previously epc.Pacific were going to appoint and pay fitout consultants after Council Schematic Design (as per clause 10.3) but this will now only occur after completion of Developed Design of Fitout Works and FF&E. If clause 2.5 applies on termination then those costs will be reimbursed to epc.Pacific if clause 2.5 applies. Otherwise they will not be reimbursed, except that if the AFL is not terminated they may be deducted from Incentive otherwise payable.

5. Adjustment to the number of car parks from 191 to 198 under the agreement.

In summary, these changes to the AFL are significant only in the adjustment of the trigger dates as noted originally under the AFL as 30 November, 2017. This has now been adjusted to 30 March 2018 as noted in item 1 above, however, the amendments to this agreement **does not adjust the completion date** of the 30 October 2019.

**CONFIDENTIAL BACKGROUND PAPERS**

Confidential Background Papers	Background papers
Deed of Variation	Background papers

**RECOMMENDATION:**

- A. That Council approves the adjustments to the AFL as noted above, specifically the adjustment of the Stage Approval date to the 30 March 2018.
- B. That the Chief Executive Officer be authorised to sign and execute the Deed of Variation on behalf of Ipswich City Council.

Andrew Roach

**CHIEF FINANCIAL OFFICER**



<b>City Management, Finance &amp; Community Engagement Committee</b>	
Mtg Date: 27/11/16	OAR: YES
<b>Authorisation:</b> Gary Kellar	

23 November 2017

## **MEMORANDUM**

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

FROM: CHIEF EXECUTIVE OFFICER

RE: ADOPTION OF IPSWICH CITY COUNCIL'S 2016-2017 ANNUAL REPORT

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### **INTRODUCTION:**

This is a report by the Chief Executive Officer dated 23 November 2017 concerning the adoption of Ipswich City Council's 2016-2017 Annual Report.

### **BACKGROUND:**

The 2016-2017 Annual Report has been prepared in accordance with section 182 of the *Local Government Regulation 2012* (the Regulation) titled 'Preparation of annual report'.

The 2016-2017 Annual Report (Attachment A) has been produced for adoption in grayscale. The annual financial statements will be included with the Annual Report, pursuant to section 183 of the Regulation. An enhanced graphical version will be produced in colour by the Marketing Branch. To comply with the Regulation, the 2016-2017 Annual Report will be available on Council's website within 2 weeks of its adoption.

### **CONCLUSION:**

The 2016-2017 Annual Report provides a high level of information about Ipswich City Council activities and performance throughout the financial year. It concludes much of the external reporting requirements for the 2016-2017 financial year in accordance with the *Local Government Regulation 2012*.

**CONFIDENTIAL BACKGROUND PAPERS**

<b>Confidential Background Papers</b>	<b>Background papers</b>
2016-2017 Annual Report	Background papers

**RECOMMENDATION:**

That the 2016–2017 Annual Report, as detailed in Attachment A to the report by the Chief Executive Officer dated 23 November 2017, be adopted.

Gary Kellar

**ACTING CHIEF EXECUTIVE OFFICER**

## **AUDIT AND RISK MANAGEMENT COMMITTEE NO. 2017(01)**

**27 NOVEMBER 2017**

### **REPORT**

**MEMBERS' ATTENDANCE:** Councillor Wendt (Chairperson and Deputy Mayor);  
Councillor Tully and Graeme Stratford (External Member)

**MEMBER'S APOLOGIES:** Nil

**OTHER ATTENDANCE:** Acting Chief Executive Officer (Gary Kellar), Chief Financial Officer (Andrew Roach), Internal Audit Manager (Freddy Beck), Queensland Audit Office (Debra Stolz), Queensland Audit Office (Megan Manuel), Assistant Auditor-General (Poopalasingam Brahman), Finance Manager (Jeff Keech)

### **DECLARATION OF CONFLICTS OF INTEREST BY AUDIT COMMITTEE MEMBERS**

Councillor Paul Tully declared a potential conflict of interest as a member of the Local Government Audit and Compliance Committee of the Local Government Association of Queensland (LGAQ).

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1. **[REPORT – AUDIT COMMITTEE NO. 2017\(04\) of 6 SEPTEMBER 2017](#)**

With reference to a report by the previous Audit Committee No. 2017(04) of 6 September 2017 and an extract of the Council Ordinary Meeting held on 19 September 2017.

### **RECOMMENDATION**

That the report be received and the contents noted.

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2. **[INTERNAL AUDIT BRANCH ACTIVITIES REPORT FOR THE PERIOD 31 JULY 2017 TO 25 SEPTEMBER 2017](#)**

With reference to a report by the Internal Audit Manager dated 13 November 2017 concerning the activities undertaken since 31 July 2017 and the current status of Internal Audit activities.

### **RECOMMENDATION**

That the report be received, the contents noted and the recommendations in attachments 2a and 2b (Nil Return), be considered finalised and archived.

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3. SUMMARY OF RECENT AUDIT REPORTS ISSUED

With reference to a report by the Internal Audit Manager dated 13 November 2017 concerning the completion of recent internal audits and subsequent report releases since the previous report dated 31 July 2017.

RECOMMENDATION

That the report be received and the contents noted.

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4. OVERDUE RECOMMENDATIONS AS AT 25 SEPTEMBER 2017

With reference to a report by the Internal Audit Manager dated 13 November 2017 concerning the status of each Department's progress in actioning the internal and external audit recommendations due or overdue for implementation.

RECOMMENDATION

That the report be received and the contents noted.

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5. PLANNING OF FUTURE AUDIT AND RISK MANAGEMENT COMMITTEE MEETINGS FOR 2017

With reference to a report by the Internal Audit Manager dated 13 November 2017 concerning the proposed structured and planned agenda for the Audit and Risk Management Committee for the period 1 January 2018 to 31 December 2018.

RECOMMENDATION

- A. That the 2018 Audit and Risk Management Committee meetings as scheduled normally a week prior to the City Management, Finance and Community Engagement Committee meetings in the months of February, May, August, September (date determined by the Chief Financial Officer) and October, be accepted.
  - B. That the proposed draft agenda discussion topics detailed in Attachment A of the report by the Internal Audit Manager dated 13 November 2017, be adopted.
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6. NEW AUDT AND RISK MANAGEMENT COMMITTEE CHARTER

With reference to a report by the Acting Chief Executive Officer dated 14 November 2017 concerning an updated Audit and Risk Management Committee Charter endorsed by Council at its meeting held on 14 November 2017.

## RECOMMENDATION

That the updated Audit and Risk Management Committee Charter be adopted.

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### 7. RECRUITMENT OF AN EXTERNAL COMMITTEE MEMBER

With reference to a report by the Acting Chief Executive Officer dated 16 November 2017 concerning the recruitment of an external Committee Member for the Audit and Risk Management Committee.

## RECOMMENDATION

That the report by the Acting Chief Executive Officer be received and noted.

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### 8. 2016–2017 ANNUAL FINANCIAL STATEMENTS AND 2016–2017 MANAGEMENT REPRESENTATION LETTER

With reference to a report by the Finance Manager dated 16 November 2017 concerning the 2016-2017 Annual Financial Statements and 2016–2017 Management Representation letter.

## RECOMMENDATION

That the 2016-2017 Annual Financial Statements as detailed in Attachment A and the 2016-2017 management representation letter as detailed in Attachment B to the report by the Finance Manager dated 16 November 2017, be approved for certification by the Mayor and Acting Chief Executive Officer.

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### 9. 2016–2017 ANNUAL FINANCIAL STATEMENTS FOR CONTROLLED ENTITIES

With reference to a report by the Treasury Accounting Manager dated 20 November 2017 concerning the 2016-2017 Annual Financial Statements and associated documents for Ipswich City Council's (Council) controlled entities.

## RECOMMENDATION

That the report be received and the contents noted.

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### 10. QUEENSLAND AUDIT OFFICE CLOSING REPORT AS AT 20 NOVEMBER 2017

With reference to a report by the Queensland Audit Office concerning the Queensland Audit Office's Closing Report as at 20 November 2017.

### RECOMMENDATION

That the report be received and the contents noted.

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#### 11. NEXT MEETING

The next meeting is scheduled for 1.00 pm on Wednesday, 14 February 2018.

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### PROCEDURAL MOTIONS AND FORMAL MATTERS

The meeting commenced at 2.00 pm.

The meeting closed at 2.39 pm.

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