

VML:CD  
Vicki Lukritz  
3810 6221

22 November 2018

Sir/Madam

Notice is hereby given that a Meeting of the **ENVIRONMENT COMMITTEE** is to be held in the **Council Chambers** on the 2nd Floor of the Council Administration Building, 45 Roderick Street, Ipswich commencing at **11.30 am or 10 minutes after the conclusion of the Communities Committee, whichever is the earlier** on **Tuesday, 27 November 2018**.

<b><u>MEMBERS OF THE COMMUNITIES COMMITTEE</u></b>	
Greg Chemello (Interim Administrator) <b>(Chairperson)</b>	

Yours faithfully

**CHIEF EXECUTIVE OFFICER**

## ENVIRONMENT COMMITTEE AGENDA

11.30 am or 10 minutes after the conclusion of the Communities Committee,  
whichever is the earlier on, 27 November 2018  
Council Chambers

Item No.	Item Title	Officer
1	Ipswich Enviroplan Program Levy Policy and Procedure	PO(SCP)
2	Proposed Funding for the Regional Coordinator for the South East Queensland Land for Wildlife Program	PO(NE)
3	Australian Flood Risk Information Portal (AFRIP)	Eng(FM)
4	**Brisbane River Strategic Floodplain Management Plan (SFMP)	Eng(FM)
5	**Memorandum of Understanding Regarding the State Emergency Service	PO(EM)
6	**Expression of Interest Waste Management and Recycling Services	PO(PCO)

\*\* Item includes confidential papers

**GOVERNANCE COMMITTEE NO. 2018(02)**

**27 NOVEMBER 2018**

AGENDA

1. IPSWICH ENVIROPLAN PROGRAM AND LEVY POLICY AND PROCEDURE

With reference to a report by the Project Officer (Strategic Conservation Planning) dated 24 October 2018 concerning the Ipswich Enviroplan Program and Levy policy and procedure.

RECOMMENDATION

That the Interim Administrator of Ipswich City Council resolve:

- A. That the policy titled 'Ipswich Enviroplan Acquisition Policy' as detailed in Attachment C of the report by the Project Officer (Strategic Conservation Planning) dated 24 October 2018, as per the Policy and Administration Board No. 2013(02) of 5 March 2013 - City Management and Finance Committee No. 2013(03) of 12 March 2013 and adopted at the Council Meeting held on 19 March 2013, be repealed
  - B. That the policy titled 'Ipswich Enviroplan Program and Levy Policy' as detailed in Attachment B of the report by the Project Officer (Strategic Conservation Planning) dated 24 October 2018, be adopted.
  - C. That the procedure title 'Enviroplan Program and Levy Procedure' as detailed in Attachment D of the report by the Project Officer (Strategic Conservation Planning) dated 24 October 2018, be noted.
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2. PROPOSED FUNDING FOR THE REGIONAL COORDINATOR FOR THE SOUTH EAST QUEENSLAND LAND FOR WILDLIFE PROGRAM

With reference to a report by the Program Officer (Natural Environment) dated 23 October 2018 concerning a request for the provision of funds to support the South East Queensland coordinator of the Land for Wildlife program.

RECOMMENDATION

That the Interim Administrator of Ipswich City Council resolve:

That Council (Interim Administrator of Ipswich City Council) approve funding of \$7,347.03 for the recruitment of a Regional Coordinator for Land for Wildlife South East Queensland from 1 January to 30 June 2019, under an agreement to be negotiated with Sunshine Coast Regional Council and approved by Council at a future committee.

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3. AUSTRALIAN FLOOD RISK INFORMATION PORTAL (AFRIP)

With reference to a report by the Engineer (Floodplain Management) dated 6 November 2018 concerning amendments to the recommendations adopted from the May 2018 committee meetings on the Australian Flood Risk Information Portal (AFRIP).

RECOMMENDATION

That the Interim Administrator of Ipswich City Council resolve:

That a flood information portal on Council's website be investigated and set up and flood study reports be made available digitally under a Creative Commons Attribution 4.0 International Licence (CC-BY 4.0).

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4. \*\*BRISBANE RIVER STRATEGIC FLOODPLAIN MANAGEMENT PLAN (SFMP)

With reference to a report by the Engineer (Floodplain Management) dated 8 November 2018 concerning the Brisbane River Strategic Floodplain Management Plan (SFMP).

RECOMMENDATION

That the Interim Administrator of Ipswich City Council resolve:

That the *Brisbane River Strategic Floodplain Management Plan* (BRSFMP) as shown in Confidential Attachment A to the report by the Engineer (Floodplain Management) dated 8 November 2018 be endorsed and used to inform and guide Council's Local Floodplain Management Plan.

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5. \*\*MEMORANDUM OF UNDERSTANDING REGARDING THE STATE EMERGENCY SERVICE

With reference to a report by the Principal Officer (Emergency Management) dated 16 October 2018 concerning a proposed Memorandum of Understanding with Queensland Fire and Emergency Services (QFES) regarding the State Emergency Service.

RECOMMENDATION

That the Interim Administrator of Ipswich City Council resolve:

- A. That Council enter into a Memorandum of Understanding with Queensland Fire and Emergency Services regarding the State Emergency Service as detailed in Confidential Attachments A and B to the report by the Principal Officer (Emergency Management) dated 16 October 2018.

- B. That the Chief Executive Officer be authorised to negotiate and finalise the terms of the Memorandum of Understanding 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*.
  - C. That Council continue to advocate for legislative review and clarity as to the State Emergency Service.
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6. \*\*EXPRESSION OF INTEREST WASTE MANAGEMENT AND RECYCLING SERVICES

With reference to a report by the Chief Operating Officer (Works Parks and Recreation) dated 11 November 2018 concerning the preparation of a tender consideration plan (TCP) under section 230 of the *Local Government Regulation 2012*.

RECOMMENDATION

That the Interim Administrator of Ipswich City Council resolve:

- A. That a Tender Consideration Plan be prepared, in accordance with 230(1)(a) of the *Local Government Regulation 2012*, for the purpose of accessing shortlisted submissions received via a statutory expression of interest within a sub-regional alliance arrangement using a Single Council Approach and led by another Local Government within the alliance.
  - B. That the Tender Consideration Plan set out in Confidential Attachment A to the report by the Chief Operating Officer (Works Parks and Recreation) dated 11 November 2018, in accordance with section 230(1)(b) of the *Local Government Regulation 2012*, for the purpose of accessing shortlisted submissions received via a statutory expression of interest within a sub-regional alliance arrangement using a Single Council Approach and led by another Local Government within the alliance, be adopted.
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\*\* Item includes confidential papers

and any other items as considered necessary.

<b>Environment Committee</b>	
Mtg Date: 27.11.18	OAR: YES
<b>Authorisation:</b> Bryce Hines	

DP:DP

H:\Departmental\Committee Reports\1810DP Enviroplan Program & Levy PolicyCR.docx

24 October 2018

**MEMORANDUM**

TO: ACTING SPORT, RECREATION AND NATURAL RESOURCES MANAGER

FROM: PROJECT OFFICER (STRATEGIC CONSERVATION PLANNING)

RE: IPSWICH ENVIROPLAN PROGRAM AND LEVY POLICY AND PROCEDURE

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**INTRODUCTION:**

This is a report by the Project Officer (Strategic Conservation Planning) dated 24 October 2018 concerning the Ipswich Enviroplan Program and Levy policy and procedure.

**BACKGROUND:**

The 1996-1997 Council Budget included introducing an environmental initiative known as the Ipswich Enviroplan (Enviroplan). Funded through revenue from the environment levy, Council's commitment for Enviroplan is to provide both strategic and locally based programs that facilitate retention and management of natural resources within the city. A committee report (Attachment A) from the time identified allocating funds to three interrelated program themes - planning, management and securement.

Levy funds have continued to deliver activities under these themes, now more commonly identified as:

- Acquisition of significant nature conservation land
- Delivery of community nature conservation partnerships and support
- Nature conservation planning
- Investment in embellishment, capital and operational management within the Natural Area Estate.

This report outlines a proposed overarching policy and supporting procedure to formalise the governance framework for Enviroplan. This will ensure consolidation, transparency, consistency and systematic delivery of the program. Coupled with the new policy and procedure, the report recommends repealing the existing Ipswich Enviroplan Acquisition Policy focused on one component of the program.

**PROPOSED POLICY:**

The proposed Ipswich Enviroplan Program and Levy Policy (Attachment B) provides direction on what the revenue raised can be allocated to and why. It applies to projects and initiatives that are funded and supported, either partly or wholly with revenue from the levy. The policy sets the high level direction for program delivery and forms part of an auditable process for which it operates.

Land acquisition component of the program is covered under a separate policy (Attachment C). This policy would be covered by an overarching program wide policy and procedure (detailed following) and as such, it is recommended the acquisition policy be repealed.




**RECOMMENDED PROCEDURE:**

The policy is supported by means of an Enviroplan Program and Levy Procedure (Attachment D). The procedure defines the methodology for managing the revenue and the program. Furthermore, it forms part of the framework that guides allocating funds to program components, how the components are planned and managed, as well as details reporting standards.

**SUPPORTING RESOURCE:**

Strategic direction for the policy and procedure’s application is guided by Council’s Nature Conservation Strategy. A five year strategy, due for update in 2019, is used to support decision making on investment, prioritisation and resource focus. In addition, it provides the central reference point for an integrated approach to citywide conservation.

**ATTACHMENTS:**

Name of Attachment	Attachment
<a href="#">Ipswich Enviroplan Committee Report 1996</a>	 Attachment A
<a href="#">Ipswich Enviroplan Program &amp; Levy Policy</a>	 Attachment B
<a href="#">Ipswich Enviroplan Acquisition Policy</a>	 Attachment C



**RECOMMENDATION:**

That the Interim Administrator of Ipswich City Council resolve:

- A. That the policy titled 'Ipswich Enviroplan Acquisition Policy' as detailed in Attachment C of the report by the Project Officer (Strategic Conservation Planning) dated 24 October 2018, as per the Policy and Administration Board No. 2013(02) of 5 March 2013 - City Management and Finance Committee No. 2013(03) of 12 March 2013 and adopted at the Council Meeting held on 19 March 2013, be repealed
- B. That the policy titled 'Ipswich Enviroplan Program and Levy Policy' as detailed in Attachment B of the report by the Project Officer (Strategic Conservation Planning) dated 24 October 2018, be adopted.
- C. That the procedure title 'Enviroplan Program and Levy Procedure' as detailed in Attachment D of the report by the Project Officer (Strategic Conservation Planning) dated 24 October 2018, be noted.

Darryl Porche

**PROJECT OFFICER (STRATEGIC CONSERVATION PLANNING)**

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

Kaye Cavanagh

**ACTING SPORT, RECREATION AND NATURAL RESOURCES MANAGER**

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

Bryce Hines

**CHIEF OPERATING OFFICER (WORKS PARKS AND RECREATION)**



**ATTACHMENT A**

CKM:AJT F.  
1.16.3 [H:\CTEERPT\CPM] [IPSENVPN]

**ITEM 32.01**

P & D		E,P & G	
H & S		C,C & CS	X
ED & GIL		Corp.S	
Works		Ord Mtg	
Mtg Date:	11/9/96	OAR:	YES
<b>Authorisation:</b> SMP Member: C. Maudsley			
Co-authorisation:			
Committee to prepare letter			Y / N
Program No: 32		Support Plan No:	

11 September 1996

**MEMORANDUM**

TO: CHIEF EXECUTIVE OFFICER

FROM: CONSERVATION AND PARKS MANAGER

RE: IPSWICH ENVIROPLAN- CITY WIDE

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This is a report by the Conservation and Parks Manager dated 11 September 1996, concerning the Ipswich Enviroplan.

**PRE-AMBLE:**

A report in respect of this matter was tabled and discussed at the Environment, Parks and Gardens Committee on 9 September, 1996. This report provides an update as a result of the discussions regarding the proposed allocation of the funds within the Enviroplan.

**INTRODUCTION:**

A component of the Conservation Program within the 1996/97 Budget is the environmental initiative, the Ipswich Enviroplan. The Enviroplan is a key strategy that aims to "provide both strategic and locally based environmental initiatives to facilitate the retention and management of the natural resources within Ipswich City". The 1996/97 Budget contains an allocation of \$1 000 000 be utilised to enhance the securing protection, management and usage of Ipswich City Council's Natural Resources. Also the budget allocated an amount of \$100 000 for public consultation in relation to these issues.

**Ipswich Enviroplan - Management Proposal**

The proposal for the management of this initiative is based in the original discussion paper and previous associated reports. The Save the Bush discussion paper advocated an approach based on three interrelated activity areas. These areas were planning, management and securement.

It is considered appropriate that a similar approach for the new Ipswich Enviroplan is a valid philosophy. This philosophy would see a nominal allocation of the available funds in a ratio of planning - 20%; management/development 30 %; securement 50%. This allocation is a slight modification on the original Save the Bush Proposal as it is prudent to frame any 1996/97 allocation in acknowledgment that this current financial years allocation is a one off annual expenditure not a commitment for ongoing funds as was originally canvassed in the Save the Bush discussion paper.

In the framework of a nominal allocation of the Ipswich Enviroplan consistent with the above paragraph a number of Officer workshops and discussions have been held. The outcome of these deliberations were briefly discussed at the Environment Parks and Gardens committee on August 19, 1996. The implementation and management of the Ipswich Enviroplan is proposed to be broad enough to include the promotion of increased usage of Council's natural areas. This is considered as a critical inclusion for the success of the Ipswich Enviroplan as the residents and visitors of Ipswich City must have the ability to access and utilise the natural assets we are fortunate to have in the City.

The Ipswich Enviroplan is one component of a multi-facet approach to conservation and environmental management within Ipswich City. The Ipswich Enviroplan is part of an overall vision that is supported by other initiatives such as the draft Ipswich Open Space and Recreation Development Plan; draft Vegetation management Local Law; detailed conservation strategies/recovery plans and ongoing community consultation through avenues such as the Environment Consultative Committee. The Ipswich Enviroplan is one part of an overall integrated vision to ensure the residents and visitors of Ipswich City enjoy a quality lifestyle.

### **Ipswich Enviroplan - Components**

The Ipswich Enviroplan is a single initiative that contains three discrete activities. While these activity areas, namely planning, development and securing, are individually detailed below it is critical to note that all three are integrally related and in some cases are totally dependent on another component. This dependence is a prerequisite for components such as securing areas in that without valid planning the actual areas to be secured can not be adequately identified. This is a similar circumstance for the development component in that it has a significant reliance on the planning component.

The range of securement options available to Council and the community are many and varied, ranging from acquisition to rate relief or transferable development rights. Further the range of priority areas for securing are just as varied. In order to ensure that Council consider all of these issues and options a further detailed report regarding this issue will be presented to a coming Committee.

1.0 Planning (\$190 000)

Honorary Park Rangers \$10 000

To outline the requirements needed to establish an effective Honorary Park Ranger Program within a local government framework  
To develop an implementation plan for an Honorary Park Ranger Program for Ipswich City Council

Scenic Rim Access \$10 000

Complete an analysis of public access opportunities for nature based recreation at the Little Liverpool Range and adjoining National Parks of the Scenic Rim. This should focus on participants utilising Ipswich City at the beginning, and or, end of their recreational opportunity.

Freshwater Wetlands and Riparian Vegetation - Inventory and Management Plans \$15 000

Complete a detailed inventory to determine the location, extent and condition of freshwater wetland communities and remnants of native riparian vegetation. Subsequently, management recommendations and recovery plans must be prepared. An appropriate amount of community consultation will be required.

City Bushland Network (Open Space Plan) \$20 000

- Define by the production of a detailed inventory of the bushland/conservation components within the public estate within Ipswich City Council.
- Prepare a detailed plan to secure an urban bushland network within Ipswich City Council in accordance with the principles set out in the Ipswich Recreation and Open Space Development Plan.
- Prepare a standard management plan format for each component of the urban bushland hierarchy

Urban Conservation Trails	\$30 000
Detail the opportunities and methodologies to implement regional trail networks as proposed in the Ipswich Open Space and Recreation Development Plan with a particular implementation focus of a first stage in inner City area.	
Land Management Workshops	\$10 000
Facilitate and support improved natural resource management of privately owned land through a program of workshops and subsequent preparation of management plans and works for a range of landowners from urban owners to primary producers in Ipswich City. Workshops will target landowners with riparian land or Rosewood Scrub, and/or in the upper Bundamba Ck catchment, Tallegalla, Grandchester, Peak Crossing and Harrisville areas. Following the workshops, participants will be able to access support such as subsidies on planning and works materials and property plan preparation.	
Trail Access for All Program-Disable Trails	\$15 000
Prepare a strategy that identifies opportunities and proposes an implementation plan for the integration of disabled access into the recreational opportunities within the Ipswich City Council with particular emphasis on natural/nature based settings	
Regional Recreation Network	\$10 000
Prepare an inventory of locations with an associated implementation program for a regional recreation network including standard site and facility designs and visitor management guidelines	
Community City Fauna Survey	\$30 000
Conduct a community based survey over an eight month period to provide a detailed inventory of the fauns within the Ipswich City area.	

Natural Systems Inventory \$25 000

Amend and refine the existing aNatural Systems Inventories relevant to the new Ipswich City. This should integrate and refine the earlier works of the Ipswich City Council and Moreton Shire Council with more recent studies to provide the information necessary for the development of an integrated approach to the conservation of nature and natural communities. In many areas this will represent a refinement of existing data.

Pine Mountain- Moist Forest Complexes \$15 000

Complete a detailed inventory to determine the location, extent and condition of this specific community. Subsequently, management recommendations and Recovery Plans must be prepared. A significant amount of community consultation will be required.

2.0 Development (\$310 000)

Flinders Peak Trail \$20 000

Construction and improvement of a graded walking trail and associated staging points to Flinders Peak Conservation Park. A small number of recreation sites will be established at key areas such as Mt. Flinders Road.

Blackstone Hill \$20 000

Expansion and enhancement of the community utilisation of the public areas in the Blackstone Hill area

White Rock Conservation Park \$60 000

Construction of walking trail, interpretation facilities and recreation areas within the existing White Rock Conservation Parks. This work will be a joint project with Powerlink and the Department of Environment with some additional funding available from these agencies. Works to include- walking trails, shelters, picnic facilities, interpretive signage and associated recreation facilities.

Urban Bushland Management Plans	\$20 000
Preparation and implementation of management plans for the existing urban bushland and natural regeneration parks and reserves to improve the natural systems condition and public access and usage.	
Urban Conservation Trails	\$35 000
Realise the first stage of an integrated trail network within the major urban areas. This will be the implementation of the Urban Conservation Trails planning study.	
Riparian Zones Management	\$60 000
On ground works to rehabilitate the extensive areas of riparian (riverside) vegetation within the City. This work has been nominated in previous studies including “An assessment of the riparian Vegetation within the Bremer Catchment” and “ An assessment of the Tidal Reaches of the Bremer River”.	(\$30 000)
Public Management and rehabilitation of key sites as demonstration sites.	(\$30 000)
Private Direct support of private landowners through works and grants towards the management of their riparian areas.	
Regional Network	\$15 000
Construction of a network of recreation sites within the City as nominated in the Regional Recreation Network Study.	
Canoe Trails-Brisbane and Bremer Rivers	\$30 000
Construction of a network of canoe launching points and facilities to implement the planned canoe trails on the Brisbane and Bremer Rivers. There will be some associated waterside park facility upgrades as required.	
Denmark Hill as per management plan	\$50 000
Implementation of the second stage of the adopted Management Plan which includes picnic facilities, fossil shelters and interpretation areas.	

3.0 Securing (\$500 000)

Rosewood Scrub Communities	Consider opportunities to either acquire or formally support landowners with this critical community on their property
Wetlands	Expansion of the public estate to include a significant wetland as no such community exist within the public estate
White Rock Conservation Park	Acquisition of critical land to consolidate both conservation values and public us opportunities within the White Rock region
Urban Bushland	Acquisition of critical areas as nominated in the City Bushland Network Study
Kholo Bridge area	Need for a consolidated and safe river access near existing public land within the Kholo Bridge area.
Blackstone Hill	Target the opportunities to secure the area around the open space at Blackstone Hill
Moist Forest Complex	The expansion of the public estate to include this significant vegetation community and allow public access to a unique community

**Ipswich Enviroplan - Marketing Strategy**

A proposed Marketing Strategy has been developed for a number of overarching promotional tools and components. This approach has been detailed to allow the immediate commencement of a number of larger promotional initiatives while also allowing a significant amount for the ad-hoc promotion of each activity or project as required throughout the year.

The key component of the marketing for the Ipswich Enviroplan is that of Community Consultation. The implementation of a detailed consultation process for not only the Ipswich Enviroplan but future options for funding the continuation of similar initiatives is one of the single most important aspects of this overall initiative.

A detailed and exhaustive consultation program should be developed and created. This program should include activities such as mail outs, questionnaires, seminars and workshops.

In order for a detailed consultation program to be prepared and considered by Council, a further Committee report will be prepared and presented to a future Corporate Services Committee.

Those components of the total marketing strategy other than the community consultation are listed below. The underlying philosophy for these components is to provide some broad “big picture” material earlier as the Ipswich Enviroplan is being implemented and subsequently have a continued focus on each component/project/activity as the year progresses.

**ITEM**

Brochure

x 2

Enviroplan Identifier

Enviroplan Banner

Floral Emblem

Ipswich Landmarks and Scenery Booklet

Bushland Care Booklet

Flier on Process of Securing Critical Areas

Regular Press Release Articles

Bushwalking Guide

Audio Visual Material

Community Consultation

**Ipswich Enviroplan - Implementation**

The initial success or otherwise of the Ipswich Enviroplan will be based on the effective implementation of the initiative within the 1996/97 financial year and associated community consultation. In order to ensure a timely implementation of the initiative it is proposed to:

- a) implement the Planning and Development components of the Ipswich Enviroplan as detailed in this report
- b) further investigate the opportunities, mechanisms and priorities for the securing of critical areas
- c) implement those aspects of the marketing strategy as outlined in the report
- d) prepare a detailed community consultation program for Council's consideration
- e) ensure all Councillors are fully informed of all of the individual projects with the Ipswich Enviroplan as they are implemented.

The above parameters will allow the Ipswich Enviroplan to be implemented in a timely manner within the 1996/97 financial year while ensuring all Councillors are integrally involved and informed as the Enviroplan proceeds.



**RECOMMENDATION**

- A. That the Conservation and Parks Manager be authorised to implement the Policy and Development components of the Ipswich Enviroplan generally as outlined in the report from Conservation and Parks Manager, dated 11 September 1996.
- B. That a further detailed report on the opportunities mechanisms and priorities for securing critical areas be presented to Council.
- C. That the Conservation and Parks Manager and Marketing Manager implement the Marketing Strategy generally, as outlined in the report from the Conservation and Parks Manager, dated 11 September 1996.
- D. That a further detailed report on the Community Consultation Program be presented to Council.
- E. That the Marketing Manager and the Conservation and Parks Manager provide briefing notes to all Councillors at least one week prior to the initiation of each project and one week prior to the completion of each project within the Policy and Development components of the Ipswich Enviroplan.
- F. That details and plans of each project be supplied to the relevant Divisional Councillor at least one week prior to the commencement of each project within the Policy and Development components of the Ipswich Enviroplan.



**CRAIG MAUDSLEY**  
**CONSERVATION AND PARKS**  
**MANAGER**

IPSWICH ENVIROPLAN PROGRAM & LEVY POLICY	Document No:
<p><b>1.1 Objectives:</b></p> <p><b>1.1.2 Background</b></p> <p>Ipswich supports a highly diverse range of vegetation communities that provide home for a wide number of native flora and fauna - all of which help support the lifestyle, liveability and livelihoods of the region.</p> <p>To assist Council achieve its strategic goal to “<i>Care for our environment</i>”, the <i>Corporate Plan 2017-2022</i> identifies the organisation’s responsibility to ensure “<i>important areas of native vegetation and habitat are conserved</i>”.</p> <p>Council’s seminal document for citywide natural environment management, its <i>Nature Conservation Strategy</i>, is used to inform investment and resource focus.</p> <p>The environment levy (charge) is a key revenue source to assist in the implementation of Council’s terrestrial nature conservation – the Ipswich Enviroplan Program. The head of power for the levy comes from Section 94 of the <i>Local Government Act 2009</i> that gives Council the ability to impose a separate charge on all rateable land in the city. In doing so, Council can only use funds raised via a separate charge for the specific purpose identified in the revenue statement adopted each year as part of Council’s annual budget process. All revenue raised through the levy is accounted for separately from Council’s general revenue and is not at any time available for expenditure as general revenue.</p> <p>The intent of the Ipswich Enviroplan Program (Enviroplan) is to ensure terrestrial nature conservation values within the city are managed and maintained for future generations. Enviroplan aims to provide both strategic and locally based environmental initiatives to facilitate the retention and management of the natural resources within Ipswich City.</p> <p><b>1.1.3 Policy Purpose</b></p> <p>The purpose of this policy is to:</p> <ul style="list-style-type: none"><li>• inform allocation of revenue generated from the levy; and</li><li>• outline the management of funding through Enviroplan.</li></ul> <p><b>1.1.4 Policy Outcomes</b></p> <p>The outcomes of the application of this policy are:</p> <ul style="list-style-type: none"><li>• support for Council to achieve its nature conservation vision;</li><li>• create a healthy and vibrant natural environment, highly valued by, and connected to the</li></ul>	

community;

- support development and implementation of nature conservation strategies/plans;
- acquisition of land with significant nature conservation values and protection in council's Natural Area Estate;
- preserve, manage and promote Aboriginal Cultural Heritage and Cultural Landscape values within the Natural Area Estate;
- maintain and protect European cultural heritage values within the Natural Area Estate;
- embellishment and promotion of nature-based recreation within the Natural Area Estate while maintaining their nature conservation and cultural landscape values;
- effective nature conservation partnerships with a range of stakeholders;
- community nature conservation engagement and support initiatives;
- an increased level of awareness and engagement with regard to nature conservation issues.

#### 1.2 Regulatory Authority:

- The implementation, application and governance of Enviroplan will give consideration to the following regulatory and policy instruments, as well as Council endorsed strategies and procedures:
  - Ipswich Nature Conservation Strategy
  - Enviroplan Program & Levy Procedure
  - Conservation Estates and Reserves Management Policy
  - Financial Management Policy
  - *Local Government Act 2009*
  - *Aboriginal Cultural Heritage Act 2003*
  - *Nature Conservation Act 1992*
  - *Land Title Act 1994*
  - *Vegetation Management Act 1999*
  - *Environmental Protection and Biodiversity Conservation Act 1999*
  - *Environmental Protection Act 1994*
  - *Local Government Regulation 2012*

#### 1.3 Policy Statement

- Council recognises that identifying, protecting and maintaining the health of vital ecosystems and natural environmental values as a priority in creating a sustainable and liveable community.
- The levy provides funding for Enviroplan projects and initiatives, associated with implementation of council's strategies/plans.
- These projects and initiatives directly address the protection and enhancement of Ipswich's natural environmental values including, but not limited to:
  - Significant habitat for flora & fauna
  - Vegetation communities

- Aboriginal Cultural Landscape values and regional landscape corridors

**1.4 Scope:**

The policy:

- provides direction for the allocation of funds and management of the levy through Enviroplan's projects and initiatives that complement council's core environmental activities; and
- applies to all Council endorsed Enviroplan projects and initiatives, that are funded and supported, wholly or partly with revenue from the levy.

**1.5 Guiding Principles:**

This policy is guided by the following principles:

- Transparent, systematic and practical delivery;
- Conservation, improvement and adaptive management;
- Collaborative partnerships with stakeholders; and
- Council's Nature Conservation Strategy.

**1.6 Distribution of Environment Levy Revenue to Enviroplan Program:**

- The annual levy charge per rateable property is reviewed and determined by council as part of adopting its annual revenue statement.
- All revenue collected including any revenue raised through approved levy business activities is held and accounted for separately from Council's general revenue.
- In addition to revenue generated from property charges, levy funding may also be generated through approved levy business activities which may include grants, fund matching, fees, payments, penalty charges, donations and sponsorships.
- All revenue collected including any revenue raised through approved environment levy business activities is held and accounted for separately from Council's general revenue.
- Levy revenue should not be available at any time for expenditure as general revenue.
- Levy can be used in the development of the annual Ipswich Enviroplan Program.
- The levy can only be expended with the Ipswich local government area.
- The amount of environment levy revenue allocated to each of the four primary Ipswich Enviroplan Program funding themes is determined based on an assessment of annual priorities and emerging needs and endorsed by council.
- Any unspent funds associated with each of the four funding themes is returned to the Enviroplan Levy fund.

**1.6.1 Enviroplan Program**

- The Enviroplan Program (the program) consists of projects and initiatives within four strategic themes that deliver outcomes to protect and enhance the health of Ipswich's natural environmental:
  - Acquisition of significant nature conservation land

- Community nature conservation partnerships and support
- Nature conservation planning
- Embellishment, capital and operational management investment within the Natural Area Estate

**1.6.2 Enviroplan Program Funding Themes**

- The program is developed and reviewed annually, in consultation with Council, preceding budget preparations.
- The four program funding themes are:

(A): Acquisition of significant nature conservation land

- Protect and enhance the city's and region's environmental values and ecological processes by expanding nature conservation areas through a strategic approach to acquiring land.

(B): Community nature conservation partnerships and support

- Protect, manage and enhance nature conservation through building community capacity and effective partnerships with stakeholders.

(C): Nature Conservation Planning

- Create a resilient natural environment and lessen the impact of detrimental processes through city-wide systematic planning, management and research activities/projects.

(D): Embellishment, Capital and Operational Management Investment Within the Natural Area Estate

- Protect, manage and enhance the Natural Area Estate (the Estate) through the application of sound environmental management principles – consistent with the Conservation Estates and Reserves Management Policy.
- Funding supports Council's nominated environmental operational management activities within the Estate in accordance with their strategies, plans and service levels.

**1.6.3 Enviroplan Program and levy reporting:**

- A report is table with Council on an annual basis to report on financial year performance/achievements on program delivery.

**1.7 Roles and responsibilities:**

- Council will review the environment levy charge, Policy and Program annually.
- The implementation of the Enviroplan Program and Policy is integrated across the business area of Works Parks and Recreation Department, and the following key roles are responsible for specifics aspects:

Role	Responsibility
Chief Operating Officer (Works Parks and Recreation)	For the overall coordination of the Enviroplan Program and levy including policy guidance to Council, coordination of corporate and other reporting requirements, the preparation of a five year program.
Sport, Recreation and Natural Resources Manager	Ensure that the Enviroplan Program and associated projects are delivered in accordance with the policy and funds are applied accordingly
City Maintenance Manager	Ensure that delivery of maintenance and management within the Natural Area Estate is delivered in accordance with the policy and funds applied accordingly
Business Accounting and Asset Manager	Support with the provision of financial reporting and models.

**1.8 Definitions:**

- Aboriginal Cultural Heritage:** is anything that is (in accordance with the *Aboriginal Cultural Heritage Act 2003*) –

  - (a) a significant Aboriginal area in Queensland; or
  - (b) a significant Aboriginal object; or
  - (c) evidence, of archaeological or historic significance, of Aboriginal occupation of an area of Queensland.
- Aboriginal Cultural Landscape Feature:** is a feature valued by an Aboriginal group (or groups) because of their long and complex relationship with that land. Features include, but are not limited to rock outcrops, caves, areas of biogeographical significance, waterholes, springs, particular types of vegetation and some hill and mound formations. Aboriginal cultural landscape emphasises the landscape-scale of history and the connectivity between people, places and heritage items. It recognises that the present landscape is the product of long-term and complex relationships between people and the environment.
- Embellishment:** Additions added to improve the visitor experience or management within Natural Area Estates.
- Environment Levy:** refers to a levy (charge) raised by Ipswich City Council (in accordance with the *Queensland Local Government Act 2009*), on all rateable properties within its jurisdiction, in order to assist with environmental protection and management.
- Natural Area Estate:** Collection of Council's public open space lands comprising Conservation Estates and Conservation Reserves (excluding local bushland reserves) that are specifically managed by Council for their nature conservation values and ecological importance.
- Nature-Based Recreation:** Activities that are dependent on the natural environment; have an

appreciation of nature as a motivational factor; do not require substantial modification to the natural environment; and are environmentally sustainable.


- **Nature Conservation Values:** A tool used to classify and prioritise conservation efforts for ecosystems, habitat and their constituent parts such as plant and animal species.
- **Operational Management:** Activity concerned with planning, organising and delivering habitat restoration works.
- **Significant Nature Conservation Land:** Defined areas that contain ecosystems and habitat of highest priority for protection and maintenance efforts.
- **Terrestrial:** relating to land based aspects rather than water and air

**1.9 Policy Author:** Project Officer (Strategic Conservation Planning)

**Date of Council resolution:**

**Committee Reference and date:** THIS WILL BE FILLED IN ONCE THE POLICY HAS  
**No of resolution:** BEEN ADOPTED AT FULL COUNCIL BY THE CORPORATE  
**Date to be reviewed:** GOVERNANCE ADMIN TEAM

## ATTACHMENT C

	<b>IPSWICH ENVIROPLAN ACQUISITION POLICY</b>	<b>Document No: A4277731</b>
<p><b>1.1 Objectives:</b></p> <p>The objective of this policy is to provide a strategic framework and decision framework for the acquisition of any parcel, or part parcel of real property, to be considered by Council as part of the Enviroplan Portfolio for the retention and management of the natural resources within Ipswich City.</p> <p>The Ipswich Enviroplan is a key strategy for Ipswich City Council, which aims to “provide both strategic and locally based environmental initiatives to facilitate the retention and management of the natural resources within Ipswich City”.</p> <p>The Ipswich Enviroplan aims to secure significant conservation and bushland areas for the purpose of retaining and managing Ipswich’s valuable natural resources. Key elements of Enviroplan include:</p> <ul style="list-style-type: none"><li>• the securement of critical conservation and bushland areas,</li><li>• the planning and management of these areas as natural assets, and</li><li>• education and awareness of the importance of such areas.</li></ul> <p>The Ipswich Enviroplan Levy was introduced as a specific funding source to implement the components of the Ipswich Enviroplan. These components include education, awareness and management of the natural resources within Ipswich City in creating a greener quality lifestyle for Ipswich.</p>		
<p><b>1.2 Regulatory Authority:</b></p> <p>The allocation of funds obtained through the Ipswich Enviroplan Levy are guided by the <i>Local Government Act 2009</i>, and detailed in Council’s annual budget.</p> <p>The Enviroplan Acquisition Program will give consideration to the following regulatory and policy instruments:</p> <p><i>Land Title Act 1994</i> <i>Environmental Protection and Biodiversity Conservation Act 1999</i> <i>Nature Conservation Act 1992</i> <i>Environmental Protection Act 1994</i> <i>Vegetation Management Act 1999</i> Financial Management Policy Conservation Estates and Reserves Management Policy</p>		



### **1.3 Policy Statement:**

1. As a general rule the Enviroplan Levy shall be used to purchase real property which is either of key or core environmental value or under threat of destruction where no other controlling mechanisms are available for protection. It is recognised that other properties of significant conservation or environmental value not under threat may also present opportunities for placement into public ownership.

2. Funding provided by the Ipswich Enviroplan Levy may be boosted by loans, either external or internal, and future money obtained from the Ipswich Enviroplan Levy will service these loans. This approach would ensure future generations help to pay for the community benefits gained by today's acquisitions and it could enable Council to acquire more real property while prices are lower and the environmentally significant attributes are intact.

3. Ipswich Enviroplan Levy funds may also be supplemented by taking advantage of joint purchase schemes with other levels of government. The money raised will be used solely for the purpose of acquiring, embellishing and managing environmentally significant real property in order to protect those significant attributes.

4. Council will always commence open, voluntary negotiations with landowners in an attempt to realise an agreed sale between all parties. Offers will be made to purchase the real property on the open market. Where land of significant conservation and/or environmental value is under threat and open voluntary negotiations have failed Council may choose to exercise its power of resumption.

5. Resale of suitable sections of properties may be considered where these sections are deemed to have little environmental significance. Proceeds from such sales will be returned to the Enviroplan Levy fund for the purpose of continued maintenance of retained conservation estates and reserves or for future Enviroplan portfolio acquisitions, subject to meeting Council requirements and town planning approvals.

6. Following acquisition of a property, Council undertakes to manage that property to protect its environmentally significant attributes for the benefit of existing and future residents of Ipswich City. This may include the integration of appropriately designed and managed sustainable nature-based recreation facilities. Such management may utilise a partnership with private land managers for sustainable uses.

7. A five to ten year portfolio of real property parcels will be prepared and considered by Council on an annual basis.

When considering real property for potential purchase, each property will be assessed according to criteria that fall into four broad categories:

- the environmental significance of the site;
- the threat to the environmental significance of the site;
- the benefit to the community if the site was purchased;
- the ultimate cost of the purchase (capital and recurrent costs).

During any assessment process the rights of the current owners will be acknowledged and respected at all times.

8. The consideration of any parcel, or part parcel of real property, for inclusion in the portfolio must be in accordance with the assessment criteria as outlined in the relevant procedure, and one or more of the following objectives:

- enhancement of the overall protection and sustainable use of the natural environment within the City.
- protection of environmentally-significant land through purchase, as part of a wider strategy for habitat protection for its water quality, catchment value, aesthetic value, ecological value, corridor linkage value, bushland value, landscape value, presence of rare and endangered species, or other community benefits;
- maximisation of the use of the available funding in light of the ultimate cost of the real property, the community benefits gained by the purchase, the environmental significance of the site, and the threat to each sites environmentally-significant values.

**1.4 Scope:** The core matters addressed by the policy include acquisition of real property guided by the assessment criteria for conservation values, voluntary negotiations with landowners, resumption potential, resale options and funding mechanisms.

**1.5 Roles and responsibilities:**

- Chief Operating Officer (Works Parks and Recreation)
- City Solicitor
- Sport Recreation and Natural Resources Manager
- Principal Officer (Natural Resources)
- Senior Business Resource Officer

**1.6 Policy Author:**

Principal Officer (Natural Resources)

**Date of Review:** 18 July 2017

**Date of Council Resolution:** 19 March 2013

**Committee Reference and Date:** Policy and Administration Board No. 2013(02) of 5 March 2013 - City Management and Finance Committee No. 2013(03) of 12 March 2013

**No. of Resolution:** 4

**Date to be Reviewed:** 18 July 2019

# PROCEDURE

**Our Values:**



Collaboration



Communication



Integrity



Efficiency



Leadership

<p><b>IPSWICH ENVIROPLAN PROGRAM &amp; LEVY PROCEDURE</b></p>	<p><b>Document No:</b></p> <p><b>Procedure No:</b></p>
<p><b>1.1 Objectives:</b>            The objective of this procedure is to outline the process for allocating funds, managing delivery and reporting associated with the Ipswich Enviroplan Program and Levy. This procedure outlines the process for implementing the Ipswich Enviroplan Program and Levy Policy.</p> <p><b>1.2 Regulatory Authority:</b>  <i>Local Government Act 2009</i>  <i>Aboriginal Cultural Heritage Act 2003</i>  <i>Nature Conservation Act 1992</i>  <i>Land Title Act 1994</i>  <i>Vegetation Management Act 1999</i>  <i>Environmental Protection and Biodiversity Conservation Act 1999</i>  <i>Environmental Protection Act 1994</i>  <i>Local Government Regulation 2012</i>  <i>Ipswich Nature Conservation Strategy (2015)</i>  <i>Ipswich Enviroplan Land Acquisition Assessment Guideline</i>  <i>Conservation Estates and Reserves Management Policy</i>  <i>Financial Management Policy</i></p> <p><b>1.3 Scope:</b>            This procedure relates to the four strategic themes associated with delivering the Ipswich Enviroplan Program and funded through the Levy:</p> <ul style="list-style-type: none"> <li>A. Acquisition of significant nature conservation land</li> <li>B. Community nature conservation partnerships and support</li> <li>C. Nature conservation planning</li> <li>D. Embellishment, capital and operational management investment within the Natural Area Estate</li> </ul> <p><b>1.4 Roles, responsibilities and actions:</b></p> <ul style="list-style-type: none"> <li>• Council will review the Enviroplan Program and Levy Procedure annually.</li> <li>• Implementation of the Enviroplan Program is integrated across the business area of Works Parks and Recreation Department, and the following key roles are responsible for specific aspects:</li> </ul>	

# PROCEDURE

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Role	Responsibility
Sport, Recreation and Natural Resources Manager	Ensure that the Enviroplan Program and associated projects are delivered in accordance with this procedure and funds are applied accordingly. Manage the program and reporting.
Principal Officer (Natural Resources)	Ensure that implementation of Enviroplan Program and associated projects is consistent with the processes outline in this procedure. Manage a rolling five year plan of projects, report progress on delivery and land acquisition processes.
Planning Officer (Natural Environment)	Ensure that Enviroplan Program and associated projects within the Natural Area Estate are planned and managed according to this procedure.
Planning Officer (Biodiversity)	Support with provision of biodiversity advice and, according to this procedure, manage associated nature conservation planning projects/activities funded through the Enviroplan Program
Program Officer (Natural Environment)	Ensure that community nature conservation partnerships and support activities are undertaken in accordance with this procedure and associated guidelines.
Project Officer (Strategic Conservation Planning)	Support with the provision of advice to ensure Enviroplan Program and associated projects are undertaken consistent with Nature Conservation Strategy matters.
City Maintenance Manager	Ensure that delivery of maintenance and management within the Natural Area Estate is delivered in accordance with the procedure and funds applied accordingly
Coordinator (Natural Areas)	Ensure that maintenance and management projects/activities within the Natural Area Estate comply with this procedure
Business Accounting and Asset Manager	Support with the provision of financial reporting and models.
Indigenous Land Use Partnerships Coordinator	Support with the provision of advice on Aboriginal Cultural Heritage and Landscape values with respect to land acquisition assessments and natural area management.

**Our Values:**



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## 1.5 Procedure:

### **1.5.1 Management of Environment Levy Revenue Allocations and Ipswich Enviroplan Program**

- A rolling five year plan for the Ipswich Enviroplan Program is developed and maintained.
- This plan is used to identify and develop an annual suite of activities/projects.
- Preceding budget preparations, consultation is undertaken with Council on the annual suite of activities/projects.
- Management plans that outline deliverables and expenditure are developed annually for the upcoming year projects.
- When allocating funds to program themes, consideration is given to:
  - on-going commitments;
  - exposure to risks;
  - opportunities, trends and emerging needs;
  - nature conservation priorities; and
  - available funds
- An annual progress report on the program and levy is presented to Council that includes (but not limited to):
  - Breakdown of expenditure
  - Outline of deliverables
  - Milestones achieved
- Stakeholder validation of the program will be undertaken as part of developing the Nature Conservation Strategy.
- Recognition of program funded projects and initiatives will be achieved through suitably branding with “Ipswich Enviroplan – a plan for our future”.
- Financial management of levy revenue must be in accordance with legislation and Council policies.
- Expenditure items associated with program delivery include capital costs, employee costs, materials, service costs, on-costs and overheads.
- In addition to revenue generated through property charges, levy funding may also be generated through approved levy business activities which may include grants, fund matching, fees, donations and sponsorships.
- The program and its themes have supporting governance documentation.
- The five year plan, annual report and proposed future projects are made available to the community via a dedicated Council on-line platform and other appropriate resources.

### **1.5.2 Acquisition of significant nature conservation land**

# PROCEDURE

**Our Values:**



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Leadership

- Acquisition funding may contribute towards the purchase of strategic land that contains environmental values that are consistent with the Ipswich Enviroplan Land Acquisition Forward Plan/Portfolio and which provide a range of other corporate and strategic outcomes.
- As a general rule funds shall be used to purchase real property which is either of key or core environmental value or under threat of destruction where no other controlling mechanisms are available for protection. It is recognised that other properties of significant conservation or environmental value not under threat may also present opportunities for placement into public ownership.
- Apportioned funding can be expended on costs associated:
  - Assessment of land under consideration for purchase through the levy including development of a forward plan developed that identifies and justifies priority areas
  - Purchase costs for acquiring parcels of land including consultancy, planning and legal fees, transfer fees and background assessments
  - Engaging third parties to act on Council's behalf in the negotiation and acquisition
  - Establishing legally binding protection mechanisms
  - The immediate establishment costs associated with acquired parcels of land including but not limited to management planning, weed and pest management, fencing and fire management
  - Recurrent land management operational costs associated with management of land acquired through the levy in accordance with an approved management plan for that land.
- A five to ten year forward plan/portfolio is developed and guided by Council's Nature Conservation Strategy.
- Council annually reviews and updates the forward plan/portfolio.
- Ad-hoc or opportunistic purchase enquiries are assessed against the forward plan using a guideline.
- To identify and assess suitable properties collaboration is undertaken with internal subject area experts representing biodiversity, nature conservation, Natural Area Network, nature-based recreation, Aboriginal cultural heritage and landscape, European cultural heritage, property acquisition and land-use planning.
- The consideration of any parcel, or part parcel of a real property, for opportunistic purchase or inclusion in the forward plan/portfolio must take into account the following:
  - Enhancement of the overall protection and sustainable use of the natural environment within the City
  - Environmental significance & biodiversity values (including level of threat)
  - Level of priority within the Nature Conservation Strategy
  - Proximity to the current or future Natural Area Estate

## PROCEDURE

### Our Values:



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- Creation of strategic and new habitat areas that build connectivity
- Protection of water quality and catchment values
- Aboriginal Cultural Heritage and Aboriginal Cultural Landscape features
- European cultural heritage values
- Landscape and aesthetic values
- Nature-based recreation opportunities
- Benefit to the community
- Ultimate cost of purchase (capital and recurrent costs)
- Economic opportunities
- Land acquisition for the primary purpose of recreation is not permitted, although recreation and economic opportunities are considered as ancillary values.
- Council will always commence open, voluntary negotiations with landowners in an attempt to realise an agreed sale between all parties. Offers will be made to purchase the real property on the open market.
- Newly acquired land is established as per the requirements determined by site assessment/s and management plans.
- Establishment costs are allocated as a percentage of the annual capital acquisition funding allocation.
- Initiatives able to be undertaken after the land is acquired includes but not limited to:
  - The excision and sale of portions of acquired land that are deemed unsuitable for the purpose of the environment levy and the considered future use will not adversely impact upon the identified values of the balance area.
  - On-selling an acquired site to a purchaser who undertakes a statutory covenant (or other statutory mechanism) that is registered on the land title (in accordance with the Land Title Act 1994) and expressly protects and manages the conservation values of the property.
  - The agistment, hiring, leasing, renting or selling any part, portion or product derived from acquired land including any built structures and any agricultural or natural resources generated within, on or under the property provided that these activities do not conflict with the nature conservation protection and management of the property and is consistent with other principles contained in this policy.
- Proceeds from on-selling will be returned to the Enviroplan Levy fund for the purpose of continued maintenance of retained Natural Area Estates or for future Enviroplan portfolio acquisitions, subject to meeting Council requirements and town planning approvals.
- Following acquisition of a property, Council undertakes to manage that property to protect its environmentally significant attributes for the benefit of existing and future residents of Ipswich City.

# PROCEDURE

## Our Values:



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- Any acquisition and disposal of land is carried out in accordance with the *Local Government Act 2009*.
- Subject to Council approval, additional funds may be borrowed to assist with land purchases. This approach would ensure future generations help to pay for the community benefits gained by today's acquisitions and it could enable Council to acquire more real property while prices are lower and the environmentally significant attributes are intact.
- Levy funds can be used to service loans associated with borrowings (as per applicable financial procedures).
- The program and levy can be used for leveraging funding through grants and joint purchase scheme opportunities offered by state and federal government and other agencies/organisations, provided there is no impediment to achieving the agreed outcomes of levy funding

### **1.5.3 Community nature conservation partnerships and support**

- Recognising the critical role the community, in particular landholders play in nature conservation, Council provides a range of partnerships and support activities in the form of:
  - Strategic Partnerships
  - Wildlife Partnerships and incentives
  - Voluntary Conservation Agreements including land management payments and grants for nature conservation
  - Community grants and incentives for nature conservation
  - Nature conservation educational resources and material
  - Promotional material encouraging community engagement with Natural Area Estates
  - Community events, workshops and awareness activities on nature conservation topics
  - Access to technical assistance on nature conservation management
- Support initiatives/projects are to deliver:
  - Improvements to nature conservation values through on-ground activities; and
  - Increased environmental awareness through support and education
- The amount to be contributed to partnerships and support will be determined by Council as part of the annual budget process.
- By way of Council resolution, a proportion of the environment levy funds may be used to partner with not-for-profits in the delivery of projects directed towards protecting and enhancing strategic natural environment values in Ipswich City. It is expected that projects will have tangible and measurable outcomes, as well as unequivocal alignment with the Nature Conservation Strategy.
- Funding associated with Voluntary Conservation Agreements are used for:
  - Costs associated with developing the agreement and ongoing support



# PROCEDURE

## Our Values:



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- An annual payment to support on-going nature conservation management requirements (where applicable)
- A grant that contributes towards cost associated with undertaking on-ground nature conservation projects
- Specific provisions for implementation of Voluntary Conservation Agreements and associated landholder grants is detailed in a Guideline for Landholder Partnerships Delivery which includes (but not limited to):
  - Eligibility criteria
  - Financial incentive calculation and grant process
  - Process for developing an agreement with a landholder
- Process of assessing, distributing and acquitting community grants is detailed in a guideline.

### **1.5.4 Nature conservation planning**

- Funding supports delivery of city-wide landscape scale planning, management and research activities/projects including (but not limited too):
  - Ecological studies, mapping, data capture and modelling
  - Species, habitat and ecosystem recovery development
- The consideration of projects are informed by the Nature Conservation Strategy and associated citywide priority actions.
- The identification of suitable activities/projects is guided by Council's Nature Conservation Strategy and must consider alignment with:
  - environmental, economic and social benefits
  - policies and plans; and
  - financial implications

### **1.5.5 Embellishment, capital and operational management investment within the Natural Area Estate**

- In accordance with their strategies, management plans and service levels, funding supports Council's nominated environmental capital and operational management activities within the Natural Area Estate including:
  - Fire management
  - Pest plant and animal management
  - Service tracks, recreational trails and signage
  - Habitat restoration works
  - Aboriginal Cultural Heritage and Cultural Landscape Features
  - Nature-based recreation, environmental education signage and facilities
  - Visitor management

# PROCEDURE

## Our Values:



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- A five year plan of conservation works, nature-based recreation works and capital projects for the Natural Area Estate is developed and reviewed annually, in consultation with council, preceding budget preparations.
- In identifying projects and activities, where applicable, collaboration is undertaken with internal subject area experts representing biodiversity, nature conservation, natural area maintenance, pest management, waterway management, conservation partnerships, nature-based recreation and Aboriginal cultural heritage and landscapes.
- Annual allocations for developing or maintaining the Natural Area Estate are indexed to growth in the size of the estate and the Consumer Price Index

### 1.6 Definitions:

- **Aboriginal Cultural Heritage:** is anything that is (in accordance with the *Aboriginal Cultural Heritage Act 2003*) –
  - (a) a significant Aboriginal area in Queensland; or
  - (b) a significant Aboriginal object; or
  - (c) evidence, of archaeological or historic significance, of Aboriginal occupation of an area of Queensland.
- **Aboriginal Cultural Landscape Feature:** is a feature valued by an Aboriginal group (or groups) because of their long and complex relationship with that land. Features include, but are not limited to rock outcrops, caves, areas of biogeographical significance, waterholes, springs, particular types of vegetation and some hill and mound formations. Aboriginal cultural landscape emphasises the landscape-scale of history and the connectivity between people, places and heritage items. It recognises that the present landscape is the product of long-term and complex relationships between people and the environment.
- **Embellishment:** Additions added to improve the visitor experience or management within Natural Area Estates.
- **Environment Levy:** refers to a levy (charge) raised by Ipswich City Council (in accordance with the *Queensland Local Government Act 2009*), on all rateable properties within its jurisdiction, in order to assist with environmental protection and management.
- **Natural Area Estate:** Collection of Council's public open space lands comprising Conservation Estates and Conservation Reserves (excluding local bushland reserves) that are specifically managed by Council for their nature conservation values and ecological importance.
- **Natural Area Network:** Collection of Council's public open space lands comprising Conservation Estates, Conservation Reserves and local bushland reserves that are specifically managed by Council for their nature conservation values.
- **Nature-Based Recreation:** Activities that are dependent on the natural environment; have an appreciation of nature as a motivational factor; do not require substantial modification to the

# PROCEDURE

**Our Values:**



Collaboration



Communication



Integrity



Efficiency



Leadership

natural environment; and are environmentally sustainable.

- **Nature Conservation Values:** A tool used to classify prioritise conservation efforts for ecosystems, habitat and their constituent parts such as plant and animal species.
- **Operational Management:** Activity concerned with planning, organising and delivering habitat restoration works.
- **Recurrent Costs:** are the on-going costs of maintaining land once the initial one-off purchase has been completed.
- **Significant Nature Conservation Land:** Defined areas that contain ecosystems and habitat of highest priority for protection and maintenance efforts.
- **Terrestrial:** relating to land based aspects rather than water and

**1.7 Procedure Author:**

Project Officer (Strategic Conservation Planning)

**Date of approval:**

**THIS WILL BE FILLED IN ONCE THE PROCEDURE HAS BEEN APPROVED  
BY THE DEPARTMENT HEAD BY THE CORPORATE GOVERNANCE  
ADMIN TEAM**

**Title of Manager:**

**Date to be reviewed:** (two years after this procedure has been approved)

<b>Environment Committee</b>	
Mtg Date: 27.11.18	OAR: YES
<b>Authorisation:</b> Bryce Hines	

DA:DA

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23 October 2018

## MEMORANDUM

TO: ACTING SPORT RECREATION AND NATURAL RESOURCES MANAGER

FROM: PROGRAM OFFICER (NATURAL ENVIRONMENT)

RE: PROPOSED FUNDING FOR THE REGIONAL COORDINATOR FOR THE SOUTH EAST QUEENSLAND LAND FOR WILDLIFE PROGRAM

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### INTRODUCTION:

This is a report by the Program Officer (Natural Environment) dated 23 October 2018 concerning a request for the provision of funds to support the South East Queensland coordinator of the Land for Wildlife program.

### BACKGROUND:

Since 1998, the regional coordination of the South East Queensland Land for Wildlife (SEQLfW) program has been hosted by various organisations including the regional NRM body, Local Governments and the Queensland State Government. Funding has been primarily sourced through Australian Government grants.

Healthy Land and Water (HLW) has held the regional host agreement with the Victorian Government (holder of the LfW trademark) since 2004. This arrangement grants HLW the right to use the LfW trademark in accordance with the National Guidelines. Eleven Local Government Authorities in SEQ have a MOU with HLW, outlining the roles and responsibilities of the signatory parties with respect to the LfW SEQ program.

LfWSEQ is overseen by the SEQ Steering Committee which is made up of representatives from the eleven Local Governments (LG's) and the regional coordinator.

### REGIONAL COORDINATION:

Regional Coordination plays a significant and crucial role and is a key factor for the program's success. It provides:

- Cost effective service delivery to members for eleven local governments of varying sizes.
- Central administration of the program, including database and contractual arrangements.
- Consistency and cohesion for the SEQ external-facing regional services and LfW brand.

Currently, funding has been secured by the regional NRM body through various Australian Government funding programs. Current funding from Australian Government National Landcare Program Round 1 (NLPR1) for 0.9FTE for Regional Coordination of LfWSEQ concluded at the end of the 2017-2018 financial year. However, HLW have confirmed their commitment to maintain 0.5FTE until December 2018, with no commitment for continued support.

A second round (NLPR2) is currently being negotiated. HLW have advised an expected financial shortfall in Regional Coordination from 0.9FTE to 0.5FTE from this funding.

To maintain existing service levels, the eleven participating LG's have been requested by HLW to provide supplementary funding to the value of \$158,000 to cover the short-fall of 0.4 FTE and \$35,000 operational expenses. This is significantly higher (more than double) in comparison to the Queensland Local Government Officer Award for 0.4FTE, inclusive of on-costs.

In addition, participating local governments provide substantial funding of the program through officer staffing, program incentives and landholder grants.

**NEXT STEPS IN SECURING CONTINUANCE OF REGIONAL COORDINATION:**

The current reduction in service by HLW from 0.9FTE to 0.5FTE until December 2018 will result in a small number of outward facing services to Land for Wildlife members being undertaken, including: coordination of the newsletter and web page maintenance. Unless funding beyond December 2018 is resolved, there is significant likelihood the outward facing services to members will be interrupted or discontinued.

Where funding for Regional Coordination is not realised or completely funded, the risks to LG's associated with reduced service and/or discontinuing the Regional Coordination of the LfWSEQ program include:

- Reduced effectiveness of private land conservation objectives locally and across the region
- Higher costs incurred if individual LG's were to achieve delivery of the same service level independently
- Significantly reduced delivery of outward-facing services to members causing reputational damage to participating LG's
- A reduction in consistent and effective cross-boundary private land management practices

- Inconsistency or reputational damage to the LfW brand and service standards across the region
- A risk some smaller LG's would find it too difficult to operate in isolation and/or maintain the same level of service.

With these impacts to service, and the possibility of no further funding from HLW post 31 December 2018, the LfWSEQ Steering Committee have proposed three options for the surety of the program and its members.

**OPTIONS:**

The LfWSEQ Steering Committee agree that building program resilience by securing financial independence, continuing with collaborative governance and developing strategic and integrated goals are instrumental for the continued success and effectiveness of the program in each of the eleven LG's. To realise this position LfWSEQ Steering Committee have proposed three options, as listed below and further outlined in Attachment A:


1. Increase each of the eleven LG's funding contribution to collaboratively fund and therefore secure, financially sustainable resourcing for the ongoing regional coordination of Land for Wildlife South East Queensland.
  - a. Proposed funding from Ipswich City Council is \$7,347.03 for 1 January to 30 June 2019.
  - b. This funding can be sourced through the Voluntary Conservation Partnerships budget under Enviroplan.
  - c. Sunshine Coast Regional Council will coordinate the recruitment of the regional coordinator on behalf of the contributing partners.
2. Investigate hosting arrangements that will best support SEQ Local Government objectives.
  - a. The Steering Committee to investigate options for hosting that is cost effective and value-for-money to meet the needs of the eleven participating local governments
3. Develop a ten year strategic plan for LfWSEQ

**CONCLUSION:**

Funding from Australian Government Natural Landcare Program Round 1 (NLPR1) for 0.9FTE for Regional Coordination of LfWSEQ concluded at the end of the 2017-2018 financial year.

The LfWSEQ Steering Committee propose that in order to build program resilience and to ensure continued success and effectiveness of the program in Ipswich, financial independence must be secured, collaborative governance must be continued and strategic and integrated goals should be developed.

**ATTACHMENTS:**

Name of Attachment	Attachment
<a href="#">Land for Wildlife Steering Committee Briefing Note</a>	 Attachment A

**RECOMMENDATIONS:**

That the Interim Administrator of Ipswich City Council resolve:

That Council (Interim Administrator of Ipswich City Council) approve funding of \$7,347.03 for the recruitment of a Regional Coordinator for Land for Wildlife South East Queensland from 1 January to 30 June 2019, under an agreement to be negotiated with Sunshine Coast Regional Council and approved by Council at a future committee.

Danielle Andlemac  
**PROGRAM OFFICER (NATURAL ENVIRONMENT)**

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

Kaye Cavanagh  
**ACTING SPORT RECREATION AND NATURAL RESOURCES MANAGER**

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

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

## ATTACHMENT A

### <Report to Council/Briefing Paper>

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**Topic:** Land for Wildlife Regional Coordination

**Author:** Land for Wildlife South East Queensland (LfwSEQ) Transition Sub-committee as established and endorsed by the LfwSEQ Steering Committee.

**Council:** <Insert Council/Officer name and title>

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#### PURPOSE

To seek approval for:

- Increasing 11 Local Government's funding contribution to secure sustainable resourcing for the Regional Coordination of Land for Wildlife South East Queensland
- Investigation of alternative hosting arrangements that support participating SEQ Local Government objectives.
- Development of a 10year plan.

#### BACKGROUND

The Land for Wildlife (Lfw) program started in Victoria in 1981 as a voluntary program with the aim of supporting private landholders to deliver natural resource outcomes. The Victoria Government remains the owner of the Lfw program trademark/patent and holds a National Arrangement to Coordinate the Lfw Scheme with various stakeholders throughout Australia. The Lfw program was established in Queensland in 1998 under the leadership of south-east Queensland (SEQ) Local Governments. Since 1998, the SEQ program has engaged an LfwSEQ Regional Coordinator to meet regional program objectives. Regional Coordination has been hosted by various organisations including the regional NRM body, Local Governments and the Queensland State Government, with funding primarily sourced from the Australian Government.

The regional NRM body for SEQ, Healthy Land & Water (HLW) has held an agreement with the Victorian Government since 2004. This Arrangement grants HLW the right to use the Lfw trademark items in accordance with the National Lfw Guidelines. Eleven (11) Local Government Authorities in SEQ hold a MOU with HLW granting their access to Lfw artefacts. This MOU outlines the roles and responsibilities of all signatory parties with respect to the Lfw SEQ program.

The Land for Wildlife South East Queensland (LfwSEQ) collaborative governance model is unique within Australia and sets a benchmark for private land conservation programs. The Lfw model being delivered in SEQ is highly successful and is held in high regard across the industry. LfwSEQ is overseen by the SEQ Steering Committee and is made up of the Regional Coordination role and representatives of 11 Local Governments (LG's), these include: Brisbane, Gold Coast, Ipswich, Lockyer Valley, Logan, Moreton Bay, Noosa, Redlands, Scenic Rim, Somerset, Sunshine Coast.

Since its inception in 1998, the collaboration of LG's has developed into the most effective land conservation partnership for the community with over 4400 landholder properties actively engaged and contributing to in excess of 75,000ha of land towards conservation outcomes (**see Attachment A – Map of LfwSEQ Distribution**).



Regional Coordination plays a significant and crucial role and is a key factor for the program's success (**see Attachment B – Key Deliverables of Regional Coordination**), it provides:

- Cost effective service delivery to members for 11 local governments of varying sizes.
- Central administration of the program, including database and contractual arrangements.
- Consistency and cohesion for the SEQ external-facing regional services and LfW brand.

Participating local governments fund a majority of the program through officer staffing, program incentives and landholder grants. Previously, funding for the LfWSEQ Regional Coordinator role (0.9FTE + \$40,000 annual operating budget) has been secured by the regional NRM body since 2004 through various Australian Government funding programs. The most recent Australian Government funding concluded 30 June 2018. HLW have agreed to continue to fund the LfWSEQ Regional Coordinator role at 0.5FTE until 31 December 2018. No formal commitments to the LfWSEQ regional coordination have been made by HLW beyond that date.

### **PROGRAM OUTCOMES**

South East Queensland is one of the most biodiverse regions in Australia. With over 50% of biodiversity values contained on private land, LfWSEQ plays an integral role in preserving the biodiversity and natural amenity of the region. The continued engagement and education of this growing private landholder network is crucial to supporting successful and cost-effective land management outcomes in SEQ.

The program aligns with the following regional, state and federal objectives:

- Regional:
  - SEQ Regional Plan 2017 – Chapter 3 Element 2: The regional biodiversity network is protected and enhanced to support the natural environment and contribute to a sustainable region.
- State:
  - *Nature Conservation Act 1992* – management of Queensland's threatened species (plants and animals) within private property network.
- Federal:
  - *Environment Protection and Biodiversity Conservation Act 1999* – primarily the management of nationally threatened species and ecological communities within the private property network.
- Local:
  - This program is embedded in many LG policies and/or strategies across SEQ with links to key performance indicators (KPI's) to ensure it meets the business needs of each.
  - Local Government Biosecurity Plans are also embedded into this program to enable coordinated and effective outcomes by LG's and active landholders, thereby reducing the overall economic cost of pests to the community.

The regional network of properties improves catchment and waterway health, through erosion and sediment control, revegetation, protection of riparian areas and the integration of wildlife habitat with agricultural and other land uses. The combined network creates wildlife corridor linkages in strategic locations and havens between core protected areas, enabling the genetic interchange needed to avoid inbreeding with isolated populations.

Since its inception in 1998, the LfWSEQ program has continued to grow in popularity amongst the community and has evolved to meet the increased engagement, changing demographics and strategic needs of each LG (**see Attachment C – 20year Growth Graph**). It has moved into the digital space, with a dedicated website, social media platform and secure online data management system for holding LfWSEQ client and property data. Technical information and notes available to landholders have been developed and made broadly available. Alongside the quarterly newsletter, property signs and visits, workshops, incentives and grants, these additions have improved communication and engagement, leading to enhanced on-ground outcomes.

## **ISSUE**

Funding from Australian Government Natural Landcare Program Round 1 (NLPR1) for 0.9FTE for Regional Coordination of LfWSEQ concluded at the end of the 17/18 financial year. NLPR2 is currently being negotiated by HLW, who have advised the LfWSEQ Steering Committee to expect, at best, a financial shortfall which will result in a drop of Regional Coordination from 0.9FTE down to 0.5FTE. HLW have provided written confirmation of their commitment to maintain 0.5FTE until December 2018, with no guarantees of increased or ongoing funding for the role beyond this date. It is expected that if the SEQ coordination role remains with HLW after December 2018 the FTE contribution will fall below the best-case scenario of 0.5FTE.

To maintain existing service levels, including quarterly newsletter, website and online data management deliverables, the 11 participating LG's have been requested by HLW to provide supplementary funding to the value of \$158,000 which includes a 0.4 FTE. The Steering Committee has established that the supplementary funding requested by HLW for 0.4FTE is significantly higher (more than double) in comparison to the Queensland Government Local Government Officer Award, inclusive on-costs. **See Attachment D – LG and HLW Cost Comparisons**

This current reduction in service by HLW from 0.9FTE to 0.5FTE until December 2018 will result in only a small number of outward facing services to Land for Wildlife members being undertaken by HLW in this time, e.g. coordination of the newsletter and web page maintenance. Unless funding beyond December 2018 is resolved, there is significant likelihood the outward facing services to members will be at best interrupted or discontinued.

Where funding for Regional Coordination is not realised or completely funded, the risks to LG's associated with reduced service and/or discontinuing the Regional Coordination of the LfWSEQ program include:

- Reduced effectiveness of private land conservation objectives locally and across the region;
- Higher costs incurred if individual LG's were to achieve delivery of the same service level independently;
- Significantly reduced delivery of outward-facing services to members causing reputational damage to participating LG's;
- A reduction in consistent and effective cross-boundary private land management practices;
- Inconsistency or reputational damage to the LfW brand and service standards across the region;
- A risk some smaller LG's would find it too difficult to operate in isolation and/or maintain the same level of service.

With these impacts to service, and the possibility of no further funding from HLW post 31 December 2018, the LfWSEQ Steering Committee make several recommendations for the surety of the program and its members.

## RECOMMENDATIONS

The LfWSEQ Steering Committee agree that building program resilience by securing financial independence, continuing with collaborative governance and developing strategic and integrated goals are instrumental for the continued success and effectiveness of the program in each of the 11 LG's. To realise this position LfWSEQ Steering Committee make the following three recommendations:

- 1. Increase each of the 11 LG's funding contribution to collaboratively fund and therefore secure, financially sustainable resourcing for the ongoing Regional Coordination of Land for Wildlife South East Queensland.**

For the surety of the LfWSEQ program and its associated 4400 properties, it is proposed that, in addition to the existing operational costs, participating LG's collaboratively fund 1FTE in an ongoing manner. Due to an increase in partner numbers and associated workload the committee recommends an increase from the historical .9FTE to a 1FTE.

To ensure fair and equitable distribution of costs for both the FTE and operational expenses, financial contributions by each LG are calculated as a percentage of each LG's LfW membership base. This user-pays methodology for determining proportional payments for cost sharing between LG's has been employed on a three tiered basis by the program historically for meeting the costs of many regional operational expenses. This method will be employed during this transitional period, however other approaches such as ratepayer base will be explored by the steering committee prior to establishing any longer term arrangements. For the costs and individual LG breakdown, please see **Attachment E - Annual Operational Costs**

Due to the ambiguity of the HLW funding arrangements and currently reduced FTE for Regional Coordination, the LfWSEQ Steering Committee proposes implementing a transitional arrangement until the end of the 19/20 financial year. From the 1<sup>st</sup> January 2019 to July 1<sup>st</sup> 2020, collaborative funding from all participating LG's is requested to enable 1FTE to deliver outward facing services to members and support the transition process, with a gradual move towards full service. The transition process includes investigation and finalisation of Regional Coordination hosting arrangements, renegotiation of contracts, corporate knowledge transfer and arrangements with the Victorian State Government. **See Attachment F – Funding Request**

In the event that the funds required for the first 6 month period cannot be raised, it is proposed that a regional coordinator will still be engaged but at a reduced FTE relative to the combined amount of funding that is available at that time.

Regional Coordination will be dependent on the outcome of the hosting arrangements as outlined in recommendation 2 below, however an estimate has been provided in the abovementioned **Attachment E – Annual Operational Costs**.

- 2. Investigate hosting arrangements that will best support SEQ Local Government objectives.**

During the transition period in the 18/19 and 19/20 financial year, the Steering Committee will review and investigate appropriate, cost-effective and fit for purpose hosting arrangements for Regional Coordination that align with regional and local objectives. Consideration will be given to services and value-adding that could be provided by the current hosting body HLW, as well as opportunities within the participating LG's and alternative organisations.

Upon completion, a briefing paper with financial commitments containing the Steering Committee's recommended approach for consideration and approval by participating LG's will be provided. The viability of these options will be dependent on funding being secured by all 11 participating LG's.

### **3. Develop a 10year strategic plan for LfWSEQ**

Once the Regional Coordination and hosting arrangements have been established, the LfWSEQ Steering Committee would like to provide surety for its LG stakeholders and members through the development of a 10year strategic plan. Regional Coordination will be key in driving this process alongside the LfWSEQ Steering Committee. This strategy aims to ensure future LG investment is sustainable, well-managed, program outcomes and growth are strongly aligned with LG and regional objectives and that it continues to provide quality customer service focus with reportable on-ground outcomes and accountability.

#### **ATTACHMENTS**

Attachment A - Map of LfWSEQ Distribution

Attachment B – Key Deliverables of Regional Coordination

Attachment C – 20year Growth Graph

Attachment D – LG and HLW Cost Comparison

Attachment E – Annual Operational Costs

Attachments F – Funding Request

#### **RECOMMENDATIONS**

1. Note the above; and
2. Approve the immediate increase in <insert Council's name> funding contribution to of <insert \$> to secure sustainable resourcing for the Regional Coordination of Land for Wildlife South East Queensland from <insert timeframe> until the end of the financial year as per Attachment E.
3. Approve the investigation of alternative hosting arrangements that support SEQ Local Government outcomes.
4. Approve the development of a 10year strategic plan for LfWSEQ.

**Attachment A – Map of LfWSEQ Distribution (2016/17 Memberships)**

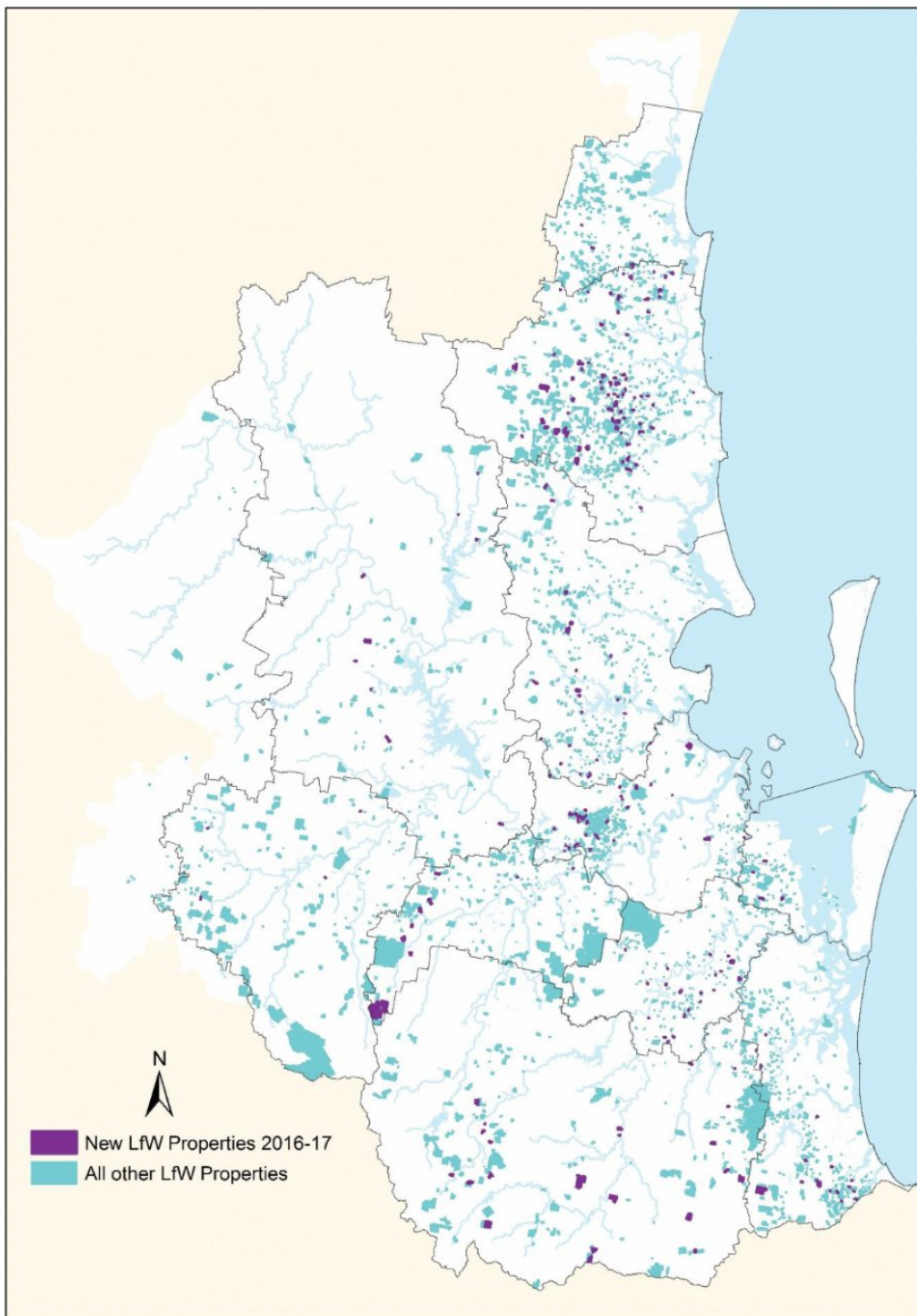


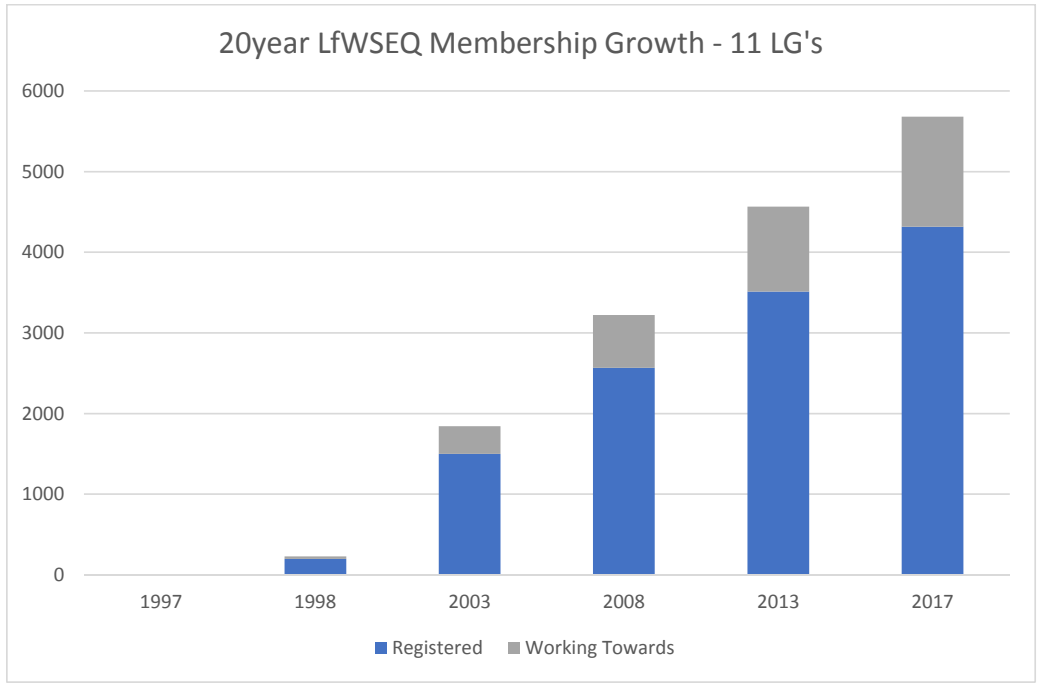
Figure 1. Indicative map of all LfWSEQ agreements across tenures

## **Attachment B – Key Deliverables of Regional Coordination**

Regional Coordination encompasses a range of logistical and contractual obligations. During the transition period, outward facing services to members will be prioritised to ensure minimal customer service disruption. As agreements and funding for the program are formalised, the essential deliverables of Regional Coordination will return to pre-July 1, 2018 levels as follows:

- Strategic planning and reporting on regional program outcomes (including GIS analysis)
- Development, coordination and editing of quarterly newsletter.
- Contract management and development of online data management system.
- Facilitation of networks between LG's, Queensland Government, regional NRM bodies, community groups, researchers and landholders involved in nature conservation on private land.
- Contract management of the LfW National Arrangement (with Victorian Government) on behalf of LG's
- Contract management of the LfW MOU with 11 LG's and potentially other Queensland LG's.
- Procurement of LfW materials on behalf of LG's.
- Central coordination for website maintenance, updates and social media
- Training and induction of new officers.
- Member engagement activities such as membership surveys
- Sourcing grants and other funding
- Plan and coordinate regional events
- Coordinate the development of technical notes, procedures and flyers for members and promotional materials.
- Maintain brand standards as outlined in LfW National Guidelines.
- Promotion of regional program at industry events, conferences and through media.
- Manage data collection and performance reporting on voluntary conservation programs
- Central clearing house for LFW matters generated locally, state and nationally.

**Attachment C - Growth Graph**



**Registered:** Property contains sufficient habitat according to guidelines

**Working Towards:** Property undertaking works to establish habitat according to guidelines e.g. revegetation projects

## Attachment D – LG and HLW Cost Comparison

HLW have requested \$158,000 from the 11 LG's to re-establish Regional Coordination service levels to those provided prior to July 2018. These funds would be used to supplement a successful NLP2 bid. HLW have advised that a successful NLP2 bid would meet the costs of a 0.5FTE with a \$5,000 operational budget. The supplementary funds requested from LG's would cover the cost of the additional 0.4FTE and \$35,000 for operational expenses such as newsletter production and website costs. The Steering Committee have established that this supplementary funding requested by HLW for 0.4FTE is significantly higher (more than double) in comparison to the Queensland Government Local Government Officer Award (LGOA), inclusive on-costs. A summary of this cost comparison is provided in the tables below.

**Table 1. Breakdown of annual cost of supplementing successful HLW bid**

	HLW	Requested supplementary LG funding	Total
0.5 FTE (HLW)	\$ 153,750.00	\$ -	\$ 153,750.00
0.4 FTE (Councils)	\$ -	\$ 123,000.00	\$ 123,000.00
Operational budget (HLW)	\$ 5,000.00	\$ -	\$ 5,000.00
Operational budget* (Council)	\$ -	\$ 35,000.00	\$ 35,000.00
<b>Total</b>	<b>\$ 158,750.00</b>	<b>\$ 158,000.00</b>	<b>\$ 316,750.00</b>

\*exclusive of annual database hosting fee and other costs as outlined in Attachment E – Annual Operational Costs

**Table 2. Breakdown of annual cost of collaboratively funded LG model (based on NSC rates for LGOA 6.1)**

1 FTE at LGOA 6.1 (inclusive of all on-costs)	\$ 116,681.00
Operational budget*	\$ 63,000.00
<b>Total</b>	<b>\$ 179,681.00</b>

\*exclusive of annual database hosting fee and other costs as outlined in Attachment E – Annual Operational Costs



## Attachment E – Annual Operational Costs

In addition to Land for Wildlife officers, incentives and grants, LG's currently contribute annually to the operational costs of the program. All associated operational costs are significantly cheaper as bulk group contracts with Regional Coordination organising and managing these.

For the online secure database, LG's financial contributions are calculated across 3 tiers, based on the number of users, servicing of membership base and LG needs. The newsletter and website fees are calculated on a percentage of total memberships in each LG. Promotional and other minor costs have not been included in the operational cost figures below as they vary depending on needs and LG's are responsible to budget for these on a 'needs be' basis. The tables below provide the background of each and approximate annual costing's for each LG.

Operational Cost	Description
Online secure database	All property and member information is collected and maintained in this database. This is a fee for service and provides valuable monitoring, reporting and record keeping for each LG and regionally.
Newsletter	The newsletter is an integral component of the LfWSEQ program and primary means of engagement and communication with members. A newsletter is produced quarterly and distributed via post or email to all members in the LfWSEQ region.
LfWSEQ Website	Provides a program 'shop front' with general information regarding the LfW SEQ program, technical and information on each LG is contained on this web site.
Promotional and other minor costs	LfW signs, technical notes, brochures and officer training are an essential part of the program. Individual LG's budget for and purchase these on a 'needs be' basis. Other costs may include membership survey and database updates. These costs have <u>not</u> been included in the operational costs table below.

SEQ LG	Members hip Total*	Percent of SEQ Membership	Newsletter Production and Print	LfWSEQ Website	Newsletter and website Sub-totals	Database Tier: % of total contract (1=17.5%, 2=9%, 3=5%)	Database Fee Sub-total	Total LG Operational Funding Contribution
BCC	683	16%	\$4,320	\$640	\$4,960	Band 1	\$ 5,600.00	\$10,560
SCC	1000	24%	\$6,480	\$960	\$7,440	Band 1	\$ 5,600.00	\$13,040
CofGC	416	10%	\$2,700	\$400	\$3,100	Band 2	\$ 2,880.00	\$5,980
ICC	217	5%	\$1,350	\$200	\$1,550	Band 2	\$ 2,880.00	\$4,430
LVRC	178	4%	\$1,080	\$160	\$1,240	Band 3	\$ 1,600.00	\$2,840
LCC	261	6%	\$1,620	\$240	\$1,860	Band 2	\$ 2,880.00	\$4,740
MBRC	585	14%	\$3,780	\$560	\$4,340	Band 2	\$ 2,880.00	\$7,220
NSC	290	7%	\$1,890	\$280	\$2,170	Band 3	\$ 1,600.00	\$3,770
RCC	176	4%	\$1,080	\$160	\$1,240	Band 2	\$ 2,880.00	\$4,120
SRRC	275	7%	\$1,890	\$280	\$2,170	Band 3	\$ 1,600.00	\$3,770
SRC	117	3%	\$810	\$120	\$930	Band 3	\$ 1,600.00	\$2,530
11 LG's	4,198	100%	\$27,000	\$4,000	\$31,000	NA	\$ 32,000.00	<b>\$63,000</b>

\*As of December 2017

### Notes:

1. These are estimated operational costs per LG and do not include payments made to HLW for the 18/19fy.
2. Newsletter costs are based on historical data and may vary depending on pre-press costs and individual LG printing numbers. Savings may be achieved through transition to a digital newsletter depending on individual LG and membership preferences.

## Attachment F –Funding Request

The amount of collaborative funding requested from each LG for the transition period from 1<sup>st</sup> January 2019 through to 30<sup>th</sup> June 2020 is outlined in the tables below. Promotional and other minor costs should be budgeted for by each individual LG as these vary based on need and service level.

**Table 1. Costs for 18/19 FY - 6 month transition period**

SEQ Council	1 FTE for 6m (Jan to June 2019)	Operational Costs (exclusive of individual LG budgeted costs for promotion and training)	LG Funding Paid to HLW for 2018/19	Contribution Balance for 18/19
BCC	\$ 9,334.48	\$ 10,560.00	\$ 5,324.00	\$ 14,570.48
SCC	\$ 14,001.72	\$ 13,040.00	\$ 5,324.00	\$ 21,717.72
CofGC	\$ 5,834.05	\$ 5,980.00	\$ 3,251.00	\$ 8,563.05
ICC	\$ 2,917.03	\$ 4,430.00	\$ -	\$ 7,347.03
LVRC	\$ 2,333.63	\$ 2,840.00	\$ 1,952.00	\$ 3,221.63
LCC	\$ 3,500.43	\$ 4,740.00	\$ 3,251.00	\$ 4,989.43
MBRC	\$ 8,167.67	\$ 7,220.00	\$ 3,251.00	\$ 12,136.67
NSC	\$ 4,083.84	\$ 3,770.00	\$ 1,952.00	\$ 5,901.84
RCC	\$ 2,333.62	\$ 4,120.00	\$ 3,251.00	\$ 3,202.62
SRRC	\$ 4,083.84	\$ 3,770.00	\$ 1,952.00	\$ 5,901.84
SRC	\$ 1,750.22	\$ 2,530.00	\$ 1,952.00	\$ 2,328.22
<b>Total LG Contribution</b>	<b>\$ 58,340.51</b>	<b>\$ 63,000.00</b>	<b>\$ 31,460.00</b>	<b>\$ 89,880.51</b>

**Table 2. Costs for 19/20 FY – 12 month transition period**

SEQ Council	1 FTE for 12m (19/20 fy)	Operational Costs	Total Contribution for 19/20
BCC	\$ 18,668.96	\$ 10,560.00	\$ 29,228.96
SCC	\$ 28,003.44	\$ 13,040.00	\$ 41,043.44
CofGC	\$ 11,668.10	\$ 5,980.00	\$ 17,648.10
ICC	\$ 5,834.05	\$ 4,430.00	\$ 10,264.05
LVRC	\$ 4,667.25	\$ 2,840.00	\$ 7,507.25
LCC	\$ 7,000.86	\$ 4,740.00	\$ 11,740.86
MBRC	\$ 16,335.34	\$ 7,220.00	\$ 23,555.34
NSC	\$ 8,167.67	\$ 3,770.00	\$ 11,937.67
RCC	\$ 4,667.24	\$ 4,120.00	\$ 8,787.24
SRRC	\$ 8,167.67	\$ 3,770.00	\$ 11,937.67
SRC	\$ 3,500.43	\$ 2,530.00	\$ 6,030.43
<b>11 LG's</b>	<b>\$ 116,681.01</b>	<b>\$ 63,000.00</b>	<b>\$ 179,681.01</b>

<b>Environment Committee</b>	
Mtg Date: 27.11.18	OAR: YES
<b>Authorisation:</b> Bryce Hines	

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6 November 2018

**MEMORANDUM**

TO: ACTING SPORT, RECREATION AND NATURAL RESOURCES MANAGER

FROM: ENGINEER (FLOODPLAIN MANAGEMENT)

RE: AUSTRALIAN FLOOD RISK INFORMATION PORTAL (AFRIP)

---

**INTRODUCTION:**

This is a report by the Engineer (Floodplain Management) dated 6 November 2018 concerning amendments to the recommendations adopted from the May 2018 committee meetings on the Australian Flood Risk Information Portal (AFRIP).

**BACKGROUND:**

Council in May 2018 adopted a series of recommendations regarding the upload of Council's endorsed flood study reports onto the web-based Australian Flood Risk Information Portal (AFRIP). AFRIP is a federal initiative (managed by Geoscience Australia) and was meant to become the primary reference for flood studies Australia-wide which is accessible digitally by the public. Details on AFRIP and the recommendations are found in Attachment A.

In June 2018, Council was advised that Geoscience Australia was reducing its capabilities at a federal level and flood capabilities was among those affected. This reduction included the departure of the project staff responsible for the AFRIP portal. While the portal would remain on Geoscience Australia's website, its purpose and capabilities into the future has become less certain.

The situation above has necessitated a rethink on what was originally proposed in Council's May 2018 committee meeting. As the upload process to AFRIP had not begun, the activity was placed on hold with no impact to Council.


**ALTERNATIVE PROPOSAL:**

The proposal to make Council flood study reports more readily available via a digital platform should still be progressed. However, instead of relying on an external portal, the flood study reports should be made digitally available through Council’s own website instead.

The setting up of such a system on Council’s website will require further investigation internally. It is recommended that the investigation explores augmenting Council’s website with a dedicated portal for flood information relevant to the city (instead of just for reports). The benefits of a Council flood portal are:

- It provides Council with control over flood data (e.g. reports) while improving efficiency using a digital delivery medium;
- It aligns with Council’s efforts in achieving the goal of having ‘open data’ as part of the Smart City Program;
- It advances Council’s responsibilities in making flood-related data more openly to the community (a key recommendation from the Queensland Floods Commission of Inquiry);
- A dedicated flood information portal can be expanded in the future as needed.

**ATTACHMENT:**

Name of Attachment	Attachment
<a href="#">May 2018 Committee report</a>	 Attachment A

**RECOMMENDATION:**

That the Interim Administrator of Ipswich City Council resolve:

That a flood information portal on Council’s website be investigated and set up and flood study reports be made available digitally under a Creative Commons Attribution 4.0 International Licence (CC-BY 4.0).

Hoy Sung Yau  
**ENGINEER (FLOODPLAIN MANAGEMENT)**

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

Kaye Cavanagh

**ACTING SPORT, RECREATION AND NATURAL RESOURCES MANAGER**

I concur with the recommendations contained in this report.

Bryce Hines

**CHIEF OPERATING OFFICER (WORKS, PARKS AND RECREATION)**

## ATTACHMENT A

<b>Works, Parks and Sport Committee</b>	
Mtg Date: 21.05.18	OAR: YES
<b>Authorisation:</b> Bryce Hines	

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3 May 2018

### MEMORANDUM

TO: ACTING SPORT, RECREATION AND NATURAL RESOURCES MANAGER

FROM: ENGINEER (FLOODPLAIN MANAGEMENT)

RE: AUSTRALIAN FLOOD RISK INFORMATION PORTAL (AFRIP)

---

#### INTRODUCTION:

This is a report by the Engineer (Floodplain Management) dated 3 May 2018 concerning the Australian Flood Risk Information Portal (AFRIP) which is a national initiative to make flood data available to the public at a national level.

#### BACKGROUND:

The Australian Flood Risk Information Portal (AFRIP, hereafter referred to as the portal) is a web-based information system which is managed by Geoscience Australia. The portal was set up partly in response to the Queensland Floods Commission of Inquiry (QFCoI) which assessed and provided recommendations on improvements across the three levels of government with regard to flood disaster management following the widespread flooding in January 2011.

The portal is intended to become the single point-of-truth for flood related data at a national level and would supersede existing similar portals such as the Floodcheck information portal managed by the Department of Natural Resources, Mines and Energy (DNRME) and data portals managed by the Queensland Reconstruction Authority (QRA). Flood data from these portals have since been transferred to the portal.

Various types of flood related data can be stored and made available to the public within the portal. These range from historical flood extents (typically 1974 and 2011 in Queensland) to

various components of flood studies (reports, observations, actual records, outcomes, mapping products etc.)

Further information on the portal is located on Geoscience Australia's website at this link <http://www.ga.gov.au/scientific-topics/hazards/flood/afrip>

Council as a data custodian of its own flood related data and studies has been contacted by Geoscience Australia to participate and provide these data to inform the portal. One of the requirements to making flood studies publically available is the application of proper copyright licencing which governs how the data can be used (or reused). The Federal and Queensland governments have increasingly been making data openly available to the community through the use of Creative Commons licence (CC-BY). CC-BY enables data which are made available to the public to be freely used.

### **COUNCIL'S FLOOD STUDIES:**

Council through its Smart City program and its Open Data Policy has also begun transitioning to making more Council data openly available to the public under a similar CC-BY licence. Most of these data are Geographical Information System (GIS) data which are specific to Ipswich (e.g. planning overlays, fauna corridor mapping etc.).

Council's flood studies (data and documentation) are currently not available to the public unless by request and are usually provided in relation to development assessments or through specific requests for flood information. Most of these requests are typically from entities who have the appropriate skill and experience to review and interpret these highly technical studies. This provision of flood data is currently done under a Data Sharing Agreement which is a legal contract between Council and requestor.

Council responded to Geoscience Australia in November 2017 that a number of updates are occurring to Council's flood studies which includes a new Bremer River catchment scale study (the Ipswich Rivers Flood Studies Update, IRFSU) and required updates to the various associated creek catchment studies.

The timing of the flood study updates would reduce the effectiveness and currency of any flood data (in particular the outcomes and mapping) to be provided to the portal as these will be replaced by new updates throughout 2018. However, Council will assist Geoscience Australia by populating the portal with locations of where Council studies are currently available including making any current flood study documents available for download. Before the reports are uploaded however, there is a potential need to consider revising the copyright information in the reports to CC-BY. Council legal has provided advice that the conversion of Council flood studies to CC-BY is appropriate and in line with Council's current policies and initiatives.

Council will still need to be contacted for specific flood data such as flood models or maps. The request for flood data in full to the portal will be revisited when the various flood studies have been updated and endorsed, likely to be in late 2018.

**RECOMMENDATION:**

That Council's flood study reports which have been adopted are uploaded onto the Australian Flood Risk Information Portal (AFRIP) under a Creative Commons Attribution 4.0 International Licence (CC-BY 4.0)

Hoy Sung Yau  
**ENGINEER (FLOODPLAIN MANAGEMENT)**

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

Kaye Cavanagh  
**SPORT, RECREATION AND NATURAL RESOURCES MANAGER**

I concur with the recommendations contained in this report.

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



<b>Environment Committee</b>	
Mtg Date: 27.11.18	OAR: YES
<b>Authorisation:</b> Bryce Hines	

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8 November 2018

**MEMORANDUM**

TO: ACTING SPORT, RECREATION AND NATURAL RESOURCES MANAGER  
FROM: ENGINEER (FLOODPLAIN MANAGEMENT)  
RE: BRISBANE RIVER STRATEGIC FLOODPLAIN MANAGEMENT PLAN (SFMP)

**INTRODUCTION:**

This is a report by the Engineer (Floodplain Management) dated 8 November 2018 concerning the *Brisbane River Strategic Floodplain Management Plan (SFMP)*.

**BACKGROUND:**

The SFMP is the third phase of the *Brisbane River Catchment Flood Studies* which is a collaborative project between the Queensland government and four (4) local government authorities (LGA) in the lower Brisbane River catchment, namely Brisbane City Council, Ipswich City Council, Lockyer Valley Regional Council and Somerset Regional Council.



**Figure 1 – Phases of the *Brisbane River Catchment Flood Studies***

The SFMP (Attachment A) will provide and facilitate a consistent strategic regional framework and plan consisting of broad floodplain management outcomes for the lower Brisbane River catchment while still allowing for flexibility in local implementation approaches. This will be addressed in Phase 4.

In Phase 4, each local government authority will undertake a local floodplain management plan (LFMP) which will be specific to their respective LGAs. Each LFMP will assess and manage the risk within the framework identified by the SFMP and local definitions of flood risk.

**CONSULTATION:**

The Planning and Development Department have reviewed the contents of this report and support the recommendation.

**CONCLUSION:**

The *Brisbane River Strategic Floodplain Management Plan* (SFMP) provides Ipswich City Council with a regionally co-ordinated strategic framework which will inform and guide Council's Local Floodplain Management Plan.

**CONFIDENTIAL BACKGROUND PAPERS**

Confidential Background Papers	Background Papers
<a href="#">Brisbane River Strategic Floodplain Management Plan (final draft, version 16)</a>	 Attachment A

**RECOMMENDATION:**

That the *Brisbane River Strategic Floodplain Management Plan* (BRSFMP) as shown in Confidential Attachment A to the report by the Engineer (Floodplain Management) dated 8 November 2018 be endorsed and used to inform and guide Council's Local Floodplain Management Plan.

Hoy Sung Yau  
**ENGINEER (FLOODPLAIN MANAGEMENT)**

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

Kaye Cavanagh  
**ACTING SPORT, RECREATION AND NATURAL RESOURCES MANAGER**

I concur with the recommendations contained in this report.

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

<b>Environment Committee</b>	
Mtg Date: 27.11.18	OAR:
<b>Authorisation: Bryce Hines</b>	

MP:MP

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16 October 2018

## **MEMORANDUM**

TO: ACTING SPORT RECREATION AND NATURAL RESOURCES MANAGER

FROM: PRINCIPAL OFFICER (EMERGENCY MANAGEMENT)

RE: MEMORANDUM OF UNDERSTANDING REGARDING THE STATE EMERGENCY SERVICE

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### **INTRODUCTION:**

This is a report by the Principal Officer (Emergency Management) dated 16 October 2018 regarding a proposed Memorandum of Understanding with Queensland Fire and Emergency Services (QFES) regarding the State Emergency Service. The Attachments are requested to be confidential on the basis that they are akin to contractual arrangements, pursuant to section 275(1)(e) of the *Local Government Act 2009*.

### **BACKGROUND:**

The State Emergency Service (SES) is established under the *Fire and Emergency Services Act 1990*, as a 'not for profit', community, volunteer, emergency service organisation that is enabled by both state and local governments.

Historically (1997), the Queensland Government issued a 'Protocol with Local Government to establish their respective roles and responsibilities with regard to the Queensland Disaster Management System and the State Emergency Service.' Amongst other responsibilities the Local Government Association of Queensland (LGAQ) acknowledged its commitment to developing a local emergency service which included maintaining Local Government Volunteer SES units and its shared role with State Government in the provision of training, equipment, administration, funding and management of Local Government Volunteer SES units.

In 2005 the State Government's Department of Emergency Services and the LGAQ entered into a Memorandum of Agreement to mark the formation of a Disaster Management Alliance (the Alliance). The aim of the Alliance was to ensure that changes to disaster management were effected in an effective and efficient way that would result in improved

community safety and increased community resilience in the event of a disaster or emergency situation, it also replaced the 1997 Protocol related to SES.

In August 2009 a report was published titled 'Review of Disaster Management Legislation and Policy in Queensland'. In its conclusion the report identified that the effectiveness of the SES depended on a strong partnership between State and Local Government including shared funding responsibility and that because of some confusion and differing expectations about the State's role with the SES and Local Government role with the SES, further consultation would be prudent before finalising any legislative change.

The report suggested that Memoranda of Understanding between State and Local Government would be the preferred approach to ensure that Local government retained its strong commitment to the SES and its significant funding contribution to the Service. One of the 22 recommendations suggested that the then 'Department of Community Safety and Councils develop Memorandums of Understandings to reflect the genuine partnership that exists in present arrangements including an emphasis on the use of the agreed State disaster arrangements to task and deploy SES units following State/Local consultation'

In 2010-2011 Queensland suffered severe weather events which led to widespread flooding. In March 2012 the Queensland Floods Commission of Inquiry released its final report to the State Government. Chapter 15 of the report dealt with the emergency response to the flooding. The report highlighted the evident confusion among those with an interest in the activities of the SES relating to the authority and responsibility of the SES command and control. This report identified that some councils believed to have a claim over SES volunteers by virtue of the funding and resources that the councils provided.

The report went further to conclude that only nine out of 73 councils had executed the Memorandum of Agreement arising from the 2009 review. The report also commented that the funding of the SES was not the subject of legislation but broadly accepted mechanisms for financing the service had developed over time between the State Government and local councils who shared the responsibility.

Councils, whilst not obliged to support their SES units provided funding as an obvious way of meeting their requirement under Section 80 Disaster Management Act 2003. The level of support provided by councils to their respective SES units varied greatly throughout Queensland.

In August 2013 a review of The Police and Community Safety entitled 'Sustaining the unsustainable' report was received by the State Government. The report when referring to the frontline capability of the SES commented that 'the overall issue of funding the service (particularly cost sharing arrangements between State Government and Local Governments) is one, which will require considerable work into the future to ensure a sustainable capability. Currently there are significant differences across the state in terms of the ability of local government to support local SES units, either financially or in kind.

The issue of 'ownership' of the SES is one that will require ongoing work between State and Local Government. Paradoxically the entity is called the 'State' Emergency Service but it is largely seen by local governments to be a local emergency service'

Following this review, Emergency Management Queensland, the SES and other entities transitioned into the newly formed department of Queensland Fire and Emergency Services (QFES).

#### **PROPOSED GOVERNANCE AROUND THE SES:**



In 2017 Council wrote to the Minister for Local Government and the (then) Minister for Police and Emergency Services to advocate for legislative review and clarity around the SES. At this time, QFES embarked on the development and implementation of a consistent Memorandum of Understanding with local governments, including Ipswich City Council (Confidential Attachment A) and documentation of local arrangements in Schedule A (Confidential Attachment B).

This Memorandum of Understanding sets the authorising environment, in the absence of legislation and empowers the SES's day-to-day operations to function at arm's length of Council.

#### **CONCLUSION:**

A Memorandum of Understanding will provide the clarity and scope to Council's relationship with Queensland Fire and Emergency Services regarding the State Emergency Service.

#### **CONFIDENTIAL BACKGROUND PAPERS:**

<b>Name of Attachment</b>	<b>Attachment</b>
<a href="#">Memorandum of Understanding – Queensland Fire and Emergency Services and Ipswich City Council</a>	 Attachment A
<a href="#">Schedule A of the Memorandum of Understanding – Queensland Fire and Emergency Services and Ipswich City Council</a>	 Attachment B

#### **RECOMMENDATION:**

That the Interim Administrator of Ipswich City Council resolve:

- A. That Council enter into a Memorandum of Understanding with Queensland Fire and Emergency Services regarding the State Emergency Service as detailed in Confidential Attachments A and B to the report by the Principal Officer (Emergency Management) dated 16 October 2018.

- B. That the Chief Executive Officer be authorised to negotiate and finalise the terms of the Memorandum of Understanding 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*.
- C. That Council continue to advocate for legislative review and clarity as to the State Emergency Service.

Matthew Pinder  
**PRINCIPAL OFFICER (EMERGENCY MANAGEMENT)**

I concur with the recommendation contained in this report.

Kaye Cavanagh  
**ACTING SPORT RECREATION AND NATURAL RESOURCES MANAGER**

I concur with the recommendation contained in this report.

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

<b>Environment Committee</b>	
<b>Mtg Date:</b> 27.11.18	OAR: YES
<b>Authorisation:</b> Bryce Hines	

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11 November 2018

## **MEMORANDUM**

TO: BUSINESS ACCOUNTING AND ASSET MANAGER

FROM: PRINCIPAL OFFICER (PROCUREMENT AND CONTRACT OPERATIONS)

RE: EXPRESSION OF INTEREST WASTE MANAGEMENT AND RECYCLING SERVICES

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### **INTRODUCTION:**

This is a report by the Chief Operating Officer (Works Parks and Recreation) dated 11 November 2018 concerning the preparation of a tender consideration plan (TCP) under section 230 of the *Local Government Regulation 2012*. The TCP will enable Council to utilise shortlisted submissions received via a statutory expression of interest (EOI) without complying with the requirements for written tenders under section 228 of the *Local Government Regulation 2012*. It is proposed that the statutory EOI will be delivered within a sub-regional alliance arrangement and led by another Local Government from the alliance using the Single Council Approach model.

### **BACKGROUND:**

At the Council Meeting held on the 21 May 2018 the following was resolved:

- A. *That Council resolve that it is satisfied that the calling of Expressions of Interest under section 228(5) of the Local Government Regulation 2012, as detailed in the report by the Coordinator (Smart City Projects) dated 4 May 2018 is in the public interest for the following reason:*
- (i) *It will allow Council to identify potential contractors who are serious contenders for the provision of "Waste Management and Recycling Services" without putting all contenders to the expense of preparing a full tender response in the initial stages.*
- B. *That Council resolve to invite Expressions of Interest under section 228(5) of the Local Government Regulation 2012, as detailed in the report by the Coordinator*

*(Smart City Projects) dated 4 May 2018, for the Expression of Interest for “Waste Management and Recycling Services”.*

At a Council of Mayors Waste Working Group meeting held on the 22 June 2018, it was identified that there are other regional councils that are presently undertaking similar EOI procurement activities for waste management and recycling services. As a result, it is considered that a regional coordinated approach would be more beneficial for all participating councils and their respective communities. In addition, it would send a clear message to industry that the region is interested in investing in innovative large and small scale waste management and recycling solutions. A key strength in the sub-regional approach is the ability to go to the market with viable volumes of waste stream materials, improving the likelihood of innovative submissions. The Sub-Regional Alliance will operate under a non-binding Heads of Agreement which is still being developed.

#### **CONSIDERATIONS:**

Council previously resolved to undertake a statutory EOI for Waste Management and Recycling Services through its own procurement process. However, it is expected that an alliance of regional councils is likely to attract significant interest in providing broader regional sustainable solutions than if Council was to individually approach the market. Further consideration of the sub-regional alliance proposal is detailed in the attached confidential TCP.

A TCP is an exception to the general requirement for large-sized contractual arrangements to require written quotes or tenders. It requires a resolution by Council to proceed. Section 230 of the *Local Government Regulation 2012* provides for entering into a contractual arrangement by way of a TCP:

- (1) A local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if the local government —
  - (a) decides, by resolution, to prepare a quote or tender consideration plan;  
and
  - (b) prepares and adopts the plan.
- (2) A quote or tender consideration plan is a document stating—
  - (a) the objectives of the plan; and
  - (b) how the objectives are to be achieved; and
  - (c) how the achievement of the objectives will be measured; and
  - (d) any alternative ways of achieving the objectives, and why the alternative ways were not adopted; and



(e) the proposed terms of the contract for the goods or services; and

(f) a risk analysis of the market from which the goods or services are to be obtained.

Stephen Fynes-Clinton’s Commentary on the Local Government Regulation states, relevantly, the following in relation to s 230:

Effectively, this section allows Councils to use the Part 2 “strategic” contracting model for particular purchases where departure from the ordinary tender or quotation process can be justified based upon market considerations or considerations relevant to the particular supply relationship. The exemption can only be invoked by Council resolution.

The Explanatory Notes for the corresponding 1993 Act provision indicated that it was intended to be used for “one-off” and significant purchases, but this section contains no requirement that the purchase be “significant” or otherwise non-recurrent. Moreover, there is no express requirement that the contract be made wholly or substantially in accordance with the plan adopted, though this is logically implied. In any event, it is a potentially very broad exception.

The considerations relevant to the proposed TCP are included in the attached confidential report from the Chief Operating Officer (WPR) dated 25 October 2018 (Attachment A).

The only deviation from the statutory EOI detailed in section 228 of the *Local Government Regulation 2012* is that a separate council will conduct the EOI, with Council having the option to act individually or collectively in inviting tenders from shortlisted submissions.

**CONCLUSION:**

It is advantageous for Council and the Ipswich community to undertake a statutory EOI through a coordinated sub-regional alliance approach. This approach will attract significantly more interest from the Waste and Recycling Industry nationally and locally in providing councils with a long-term sustainable solution to meet Council’s Waste Management and Recycling requirements.

**CONFIDENTIAL BACKGROUND PAPERS:**

Name of Attachment	Attachment
<a href="#">Confidential Attachment A –Tender Consideration Plan</a>	 Attachment A

**RECOMMENDATION:**

That the Interim Administrator of Ipswich City Council resolve:

- A. That a Tender Consideration Plan be prepared, in accordance with 230(1)(a) of the *Local Government Regulation 2012*, for the purpose of accessing shortlisted submissions received via a statutory expression of interest within a sub-regional alliance arrangement using a Single Council Approach and led by another Local Government within the alliance.
  
- B. That the Tender Consideration Plan set out in Confidential Attachment A to the report by the Chief Operating Officer (Works Parks and Recreation) dated 11 November 2018, in accordance with section 230(1)(b) of the *Local Government Regulation 2012*, for the purpose of accessing shortlisted submissions received via a statutory expression of interest within a sub-regional alliance arrangement using a Single Council Approach and led by another Local Government within the alliance, be adopted.

Stephen Bailey

**PRINCIPAL OFFICER (PROCUREMENT AND CONTRACT OPERATIONS)**

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

Shane Gillett

**BUSINESS ACCOUNTING AND ASSET MANAGER**

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

Bryce Hines

**CHIEF OPERATING OFFICER (WORKS, PARKS AND RECREATION)**

<b>Works, Parks and Sport Committee</b>	
Mtg Date: 21.05.18	OAR: YES
<b>Authorisation:</b> Bryce Hines	

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4 May 2018

### **MEMORANDUM**

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

FROM: COORDINATOR (SMART CITY PROJECTS)

RE: STATUTORY EXPRESSION OF INTEREST FOR WASTE MANAGEMENT AND RECYCLING SERVICES

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#### **INTRODUCTION:**

This is a report by the Coordinator (Smart City Projects) dated 4 May 2018 concerning the request to undertake a statutory expression of interest (EOI) for Waste Management and Recycling Services for Ipswich.

#### **BACKGROUND:**

Ipswich City Council (Council) has recently undertaken an investigation into waste-to-energy (W2E) technologies which included an options analysis of three different bin scenarios and a number of W2E technologies with associated processing infrastructure. For the project, financial modelling was carried out by Deloitte whilst Aurecon provided technical advice. One of the key outputs of the model is a cost per tonne (\$/t) for a W2E plant so that Council can understand the cost of implementing an alternative waste technology and the magnitude of investment required for this technology. The final draft of the report is due to be delivered on 17 May 2018.

In addition to the W2E investigation, there have been a number of global, national and local circumstances that have forced Council to reconsider how we manage waste and recycling in Ipswich. These circumstances include China's National Sword Policy, cross-border waste disposal, the non-execution of Council's recycling contract and the failure of the recycling commodity market (among others).

As a result of the timing of the internal and external accumulated circumstances, Council has identified an opportunity to transform the way Council delivers and engages in waste and recycling services.

**PROPOSED EOI CONTENT AND INTENT:**

There are three key areas that are proposed to be addressed in the EOI for waste and recycling services. They are:

1. Alternative Waste Technologies
2. Waste and recycle collection systems
3. Complimentary and associated industries

The EOI will trigger a ‘call to action’ from industry to assess Ipswich’s current waste and recycling systems, processes and materials; and determine smart and innovative solutions for Ipswich (and most likely the region). Council will set out clear guidelines and direction for each of the key EOI areas from which proposals will be called. It is then expected that a tender process will be undertaken to implement beneficial projects identified in the EOI process. Given the anticipated nature of some of the projects, they may need to be delivered by a consortium or some other partnership arrangement which may also mean regional alliances with neighbouring councils.

**BENEFITS TO COMMUNITY AND CUSTOMERS:**

Council has the opportunity to transform how Ipswich delivers waste and recycling services. In the process of doing this, it is expected that there will be economic development opportunities stimulating new waste and recycling businesses that will create a ‘materials recovery and reuse’ industry in Ipswich. This will translate into local jobs and economic vitality.

It is also envisaged that the community will be fully engaged and participate in the process of Ipswich’s waste and recycling transformation. There will also be a big push for education around alternative waste technologies and waste sorting which will enhance the community’s understanding and involvement in what happens to waste in Ipswich and will encourage everyone to take responsibility for their actions concerning waste.

**CONCLUSION:**

Council views the current waste management and recycling circumstances as a prime opportunity to make a ‘once in a generation’ strategic decision to shape the future of the waste management and recycling landscape in Ipswich (and most likely the region). By undertaking an EOI for “Waste Management and Recycling Services”, Council will be able to gauge the level of innovation and viable solutions that could be delivered in Ipswich in the near future.

**RECOMMENDATION:**

- A. That Council resolve that it is satisfied that the calling of Expressions of Interest under section 228(5) of the *Local Government Regulation 2012*, as detailed in the report by the Coordinator (Smart City Projects) dated 4 May 2018 is in the public interest for the following reason:
- (i) It will allow Council to identify potential contractors who are serious contenders for the provision of “Waste Management and Recycling Services” without putting all contenders to the expense of preparing a full tender response in the initial stages.
- B. That Council resolve to invite Expressions of Interest under section 228(5) of the *Local Government Regulation 2012*, as detailed in the report by the Coordinator (Smart City Projects) dated 4 May 2018, for the Expression of Interest for “Waste Management and Recycling Services”.

Samantha Smith  
**COORDINATOR (SMART CITY PROJECTS)**

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

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