

# POLICIES

DIRECTORATE	BRANCH	TITLE	DATE ADOPTED	ID NO
Community Services	Office of the Director	<p>Honorary and Recognition Initiatives</p> <ol style="list-style-type: none"> <li>1. <i>To provide guidelines for honorary and recognition initiatives including:</i> <ol style="list-style-type: none"> <li>(a) <i>Wall of Acclaim</i></li> <li>(b) <i>Keys to the City</i></li> <li>(c) <i>Freedom of Entry to the City</i></li> <li>(d) <i>Ambassadorships</i></li> <li>(e) <i>Sporting Hall of Fame</i></li> </ol> </li> <li>2. <i>To provide guidelines for the nomination, assessment and approval of nominations for honorary and recognition initiatives</i></li> <li>3. <i>To provide appropriate protocols befitting honorary and recognition initiatives and associated ceremonial activities</i></li> </ol>	30/05/2017	<a href="#">8628368</a>
Community Services	City Standards & Animal Care	<p>Administration of Complaints on Unlawful Election Signs</p> <p><i>To describe when an authorised person will respond to complaints of election signs in the local government area and confirm where signs are immediately impounded</i></p>	30/05/2017	<a href="#">6716364</a>
		<p>Animal Management - Surrendered and Unclaimed Animals - Sale, Auction, Rehoming, Transfer to Welfare Agencies or other Disposal</p> <p><i>To establish guidelines for the sale, auction, re-homing, transfer to welfare agencies, or other disposal of surrendered and unclaimed impounded animals</i></p>	30/05/2017	<a href="#">6014939</a>
		<p>Animal Management - Unidentified Impounded Cats and Dogs Registration and Microchipping</p> <p><i>To ensure that all claimed impounded animals are registered with Logan City Council as well as implanted with a prescribed permanent identification device (microchip), prior to the animal's release to the owner/keeper and to penalise owners/keepers whose animals are repeatedly impounded</i></p>	30/05/2017	<a href="#">6278740</a>

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DIRECTORATE	BRANCH	TITLE	DATE ADOPTED	ID NO
Community Services	City Standards & Animal Care	Complimentary Rodent Bait Distribution <i>To prevent the spread of disease and public health nuisance arising from rodents</i>	30/05/2017	<a href="#">6009874</a>
		Red Imported Fire Ants <i>To meet Council's General Biosecurity Obligations; maintain the amenity and public safety of roads, reserves, parks (including Council sporting fields), footpaths and nature strips throughout the city; to promote residents' safety on private property and to actively aid the National Eradication Program to achieve success in control of this invasive pest</i>	16/04/2019	<a href="#">12109904</a>
		Refund or Waiver of Animal Management Fees <i>To determine the basis to refund or waive (in part or full) animal management fees and charges</i>	30/05/2017	<a href="#">7993822</a>
		Registrable Animals <i>To maximise the registration of cats and dogs in Logan City and provide the framework to ensure the registrable animal processes comply with animal management legislation</i>	30/05/2017	<a href="#">7993839</a>
Community Services	Community Services	Community Gardens Policy <i>To provide Council with a consistent and streamlined approach in responding to community garden requests on Council owned or controlled land</i>	28/08/2018	<a href="#">7808520</a>
		Community Service Obligations <i>To establish a framework for the administration of community service obligations provided by Council's business units</i>	20/03/2018	<a href="#">5985665</a>

# POLICIES

DIRECTORATE	BRANCH	TITLE	DATE ADOPTED	ID NO
Community Services	Community Services	<p>Cultural Diversity</p> <p><i>To provide a framework by which Council will be inclusive, equitable and culturally sensitive in its service development and delivery to people of culturally and linguistically diverse backgrounds in Logan City, including descendants of people born overseas and Aboriginal people and Torres Strait Islander people</i></p>	30/05/2017	<a href="#">6063182</a>
		<p>Exemptions from Waste Collection Disposal Charges</p> <p><i>To implement a sustainable and cost effective waste management strategy to support community organisations in Logan City</i></p>	01/07/2019	<a href="#">6057058</a>
		<p>Gaming Machines</p> <p><i>To describe Council's role regarding the provision of advice on gaming machine applications and to establish a framework to determine applications seeking the introduction of, or additional, gaming machines on Council owned and/or controlled land</i></p>	29/10/2019	<a href="#">6064632</a>
		<p>Grant Writer Program</p> <p><i>To provide not-for-profit community organisations and individuals the necessary skills to produce funding applications of a quality that would attract more funding to Logan City and therefore benefit residents and visitors by providing the improved services that are available</i></p>	30/05/2017	<a href="#">4019885</a>
		<p>Incentive for Organisations as Lessees to Pay Rates and Charges</p> <p><i>To ensure Council lessees meet the required rates and charges applicable to their lease conditions</i></p>	30/05/2017	<a href="#">6057138</a>

# POLICIES

DIRECTORATE	BRANCH	TITLE	DATE ADOPTED	ID NO
Community Services	Community Services	Liquor Licensing <i>To describe Council's overall position regarding the provision of advice on liquor licence applications; applying to review a decision on a liquor licence application and the authorisation of liquor licence applications for leased premises located on Council owned and/or controlled land</i>	29/10/2019	<a href="#">6627794</a>
		Logan Central Cenotaph Memorial Plaques <i>To commemorate the memory of those who served their country in conflicts abroad</i>	30/05/2017	<a href="#">6065499</a>
		Safety Cameras <i>To outline the guiding principles which inform the operation of Council's safety cameras</i>	30/05/2017	<a href="#">6065178</a>
		Waiver or Reduction of Infrastructure Charges for Community or Sporting Uses on Council Owned or Controlled Land <i>To provide Council with a consistent and streamlined approach to assess applications by sporting or community organisations, or Council on their behalf, to waive or reduce infrastructure charges for community or sporting uses on Council owned or controlled land</i>	30/05/2017	<a href="#">8146099</a>
Community Services	Customer Experience & Community Engagement	Community Engagement <i>To provide direction to Council when undertaking community engagement and assist in decision making, policy changes and planning activities</i>	30/05/2017	<a href="#">4907760</a>
Community Services	Libraries & Creative Industries	Community Art <i>To establish the principles and procedures to implement community art as distinct from commissioned public art in the City of Logan</i>	30/05/2017	<a href="#">6080032</a>
		Cultural Development <i>To provide the principles to guide and inform the further integration of cultural development into Logan City Council processes, procedures and activities, as defined in the current Corporate Plan</i>	30/05/2017	<a href="#">6080253</a>

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DIRECTORATE	BRANCH	TITLE	DATE ADOPTED	ID NO
Community Services	Libraries & Creative Industries	Internet Public Access <i>To provide for public access to the Internet through the Council's libraries</i>	30/05/2017	<a href="#">6065788</a>
		Library Collection Development <i>To ensure the provision of, and access to, resources to meet the educational, information, recreational and cultural needs of the City of Logan community</i>	30/05/2017	<a href="#">6063369</a>
		Logan Art Collection Including Deaccession and Disposal <i>To acquire works of art which contribute significantly to Australian visual culture and stimulate the discussion of community identity within a local, state and national context and to acquire works which exemplify aesthetic and conceptual excellence</i>	29/10/2019	<a href="#">6066028</a>
		Logan Art Gallery Exhibitions <i>To exhibit works of art which celebrate and explore the diversity of Australian visual culture and to promote public awareness and access to the work of local, state and national artists</i>	30/05/2017	<a href="#">6065908</a>
		Public Art and Design <i>To establish principles and mechanisms that will guide the development of public art and design projects and support the Logan City Council Arts, Culture and Heritage Strategy 2018 - 2022 key priority areas and goals</i>	29/10/2019	<a href="#">6080964</a>
Community Services	Parks	Cemeteries <i>To provide clear guidelines for the operation of the services provided at Council's cemeteries</i>	30/05/2017	<a href="#">7391216</a>
		Fencing Contributions <i>To ensure a consistent response to requests for contributions to the cost of fencing properties adjoining parks</i>	30/05/2017	<a href="#">5997816</a>
		Free Tree Distribution Scheme <i>To encourage the greening of Logan City through the distribution of free trees</i>	20/06/2017	<a href="#">5997844</a>

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DIRECTORATE	BRANCH	TITLE	DATE ADOPTED	ID NO
Community Services	Parks	Honorary Park Rangers <i>To establish guidelines for the appointment of volunteer honorary park rangers</i>	30/05/2017	<a href="#">5997865</a>
		Naming of Parks and Community Facilities <i>To clarify arrangements for the naming of the Council's parks and community facilities, and the Council's position in respect of requests to name parks or community facilities after individuals or families, features of cultural significance, service clubs or community groups, or commercial sponsors</i>	30/05/2017	<a href="#">6062453</a>
		Nature Strip Mowing <i>To maintain the amenity and public safety of footpaths and nature strips throughout the city</i>	30/05/2017	<a href="#">4019793</a>
		Park Encroachment <i>To provide a framework that assists the management of encroachments on the Council's controlled parkland</i>	30/05/2017	<a href="#">5997886</a>
		Rewards for Information on Vandalism <i>To establish guidelines for offering and paying rewards for information following vandalism to the Council's infrastructure</i>	30/05/2017	<a href="#">5997907</a>
		Temporary Use of Parks by Individuals or Organisations (Function Bookings) <i>To ensure appropriate conditions are applied when approval is given to applications for the use of parks</i>	30/05/2017	<a href="#">5999273</a>
		Tree Damage Management <i>To address the Council's responsibility for trees growing on land controlled by the Council</i>	30/05/2017	<a href="#">5999377</a>
		Tree Management <i>To guide the operational management of trees on Council managed land which contributes to the environmental quality and amenity of Logan by planning, providing and managing a sustainable, healthy and safe tree canopy</i>	30/05/2017	<a href="#">6537660</a>

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DIRECTORATE	BRANCH	TITLE	DATE ADOPTED	ID NO
Community Services	Parks	Use of Developer Contributions for Parks <i>To ensure developer contributions for parks are allocated appropriately</i>	30/05/2017	<a href="#">5999425</a>
Community Services	Sport, Leisure & Facilities	Licence or Lease of Council Owned or Controlled Land to Sporting, Recreational and Community Organisations <i>To provide Council with an administrative framework for the granting and renewal of a licence or lease of Council owned or controlled land to sporting, recreational and community organisations</i>	17/07/2018	<a href="#">8460911</a>
		Remissions to Sporting, Recreational and Community Organisations <i>To provide Council with an administrative framework for a remission system applicable to sporting, recreational and community organisations</i>	30/05/2017	<a href="#">8474200</a>
		Use of Reduction of Hire Fees Funding <i>To outline the guiding principles which inform the allocation of the reduction of hire fee funding</i>	30/05/2017	<a href="#">6063348</a>
Community Services	Marketing & Events	Advertising In Council Publications and Electronic Media, Including Websites <i>To ensure advertising placed in Council publications is appropriate and acceptable to the community's expectations</i>	30/05/2017	<a href="#">7066772</a>
		Advertising, Promotion and Publications <i>To prepare and adopt an advertising spending policy</i>	30/05/2017	<a href="#">6056837</a>
		Signage for the Council's Facilities <i>To set guidelines for signage on Council's facilities</i>	30/05/2017	<a href="#">6056948</a>
		Sponsorship and Promotions <i>To establish the framework and guidelines for the development and management of sponsorship and promotional activities for Logan City Council and its stakeholders</i>	30/05/2017	<a href="#">6066057</a>
		Use of Council Logos and Branding <i>To ensure consistency in the use of Council's logo and branding</i>	30/05/2017	<a href="#">7381199</a>

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DIRECTORATE	BRANCH	TITLE	DATE ADOPTED	ID NO
Community Services	Marketing & Events	Use of Social Media <i>To enhance the use of social media by using best practice standards while also ensuring staff know their responsibilities when using social media</i>	30/05/2017	<a href="#">8146200</a>
Community Services	Media	Media Engagement <i>To ensure Council's profile and reputation is maintained and advanced through an effective and efficient media management process and to give guidance to elected members and staff</i>	30/05/2017	<a href="#">8727801</a>
Innovation & City Transformation	Strategic Projects	Asset and Services Management <i>To ensure that a holistic asset management system is in place that supports the management of physical assets and delivery of infrastructure services to the community in a financially sustainable manner, supports initiatives within Council's Corporate Plan and supports Council's asset management obligations in accordance with the Local Government Act 2009 and Local Government Regulation 2012</i>	30/05/2017	<a href="#">6424542</a>
Organisational Services	Administration	Disposal of Council Property <i>To provide guidance to Council employees engaged in any aspect of the disposal of surplus or obsolete Council property</i>	30/05/2017	<a href="#">5962250</a>
		Insurance and Indemnity for Councillors <i>To provide guidelines for the circumstances in which Council will:</i> <i>(a) enter into a contract of insurance for a councillor for specified risks where the councillor is performing a councillor's role</i> <i>(b) pay the insurance policy excess for a claim made against a councillor where the councillor is performing a councillor's role</i> <i>(c) indemnify or reimburse a councillor for costs incurred through injury, investigation, hearings or legal proceedings where the councillor is performing a councillor's role</i>	30/05/2017	<a href="#">8226663</a>



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DIRECTORATE	BRANCH	TITLE	DATE ADOPTED	ID NO
Organisational Services	Administration	<p>Insurance and Indemnity for Employees</p> <p><i>To provide guidelines for the circumstances in which Council will:</i></p> <p>(a) <i>enter into contracts for public liability and professional indemnity insurance</i></p> <p>(b) <i>enter into a contract of insurance for accident insurance to cover an employee</i></p> <p>(c) <i>pay the insurance policy excess for claims made where an employee is performing an employee's role under their contract of engagement and their responsibilities</i></p> <p>(d) <i>indemnify or reimburse an employee for costs incurred through injury, investigation, hearings or legal proceedings where an employee is performing their duties</i></p>	30/05/2017	<a href="#">8226750</a>
		<p>Procurement</p> <p><i>To foster fair, ethical and financially effective practises in all procurement and contracting activities</i></p>	30/05/2017	<a href="#">5962134</a>
		<p>Procurement - Buy Local</p> <p><i>To develop competitive local businesses and industry by providing a governing framework to maximise opportunities for local businesses when bidding for Council's contracts</i></p>	26/02/2019	<a href="#">11380251</a>
		<p>Rental of Council Owned or Controlled Land for Agistment Purposes</p> <p><i>To provide a cost effective approach to utilising land identified as suitable for agistment purpose until such time as that land is required for its designated use</i></p>	26/06/2018	<a href="#">5881996</a>
		<p>Rental of Residential Properties Owned by Council</p> <p><i>To provide guidelines for the tenancy and rental of the Council's residential property portfolio to employees of the Council and other tenants</i></p>	30/05/2017	<a href="#">5964356</a>

# POLICIES

DIRECTORATE	BRANCH	TITLE	DATE ADOPTED	ID NO
Organisational Services	Administration	Risk Management <i>To implement and administer an integrated risk management system across Council</i>	30/05/2017	<a href="#">6154088</a>
		Social Procurement <i>To support positive social outcomes for the Logan community through sustainable and responsible purchasing and procurement practices</i>	26/02/2019	<a href="#">11011721</a>
		Temporary Use of City Administration Centre Precinct <i>To ensure appropriate conditions are applied when approvals or refusals are granted for applications to use parklands and car parks surrounding the City Administration Centre to stage temporary events or functions run by individuals or organisations other than the Council</i>	30/05/2017	<a href="#">5964547</a>
		Use of Corporate Credit Cards and Other Credit Devices <i>To ensure correct procedures are followed for the use of credit facilities by those authorised credit device holders in the course of the Council's official business</i>	30/05/2017	<a href="#">6211670</a>
Organisational Services	Corporate Governance	Administrative Access <i>To provide a process for the administrative release of information to the public</i>	19/03/2019	<a href="#">11043312</a>
		Administrative Action Complaints - Complaints Management Process <i>To establish a complaints management process for investigating complaints about an administrative decision and/or actions of Council in accordance with section 268 of the Local Government Act 2009</i>	30/05/2017	<a href="#">8509372</a>
		Appointment of Advisory Committees <i>To assist in the implementation of Local Law No. 1 (Meetings) 1997 by providing the process for the appointment of advisory committees</i>	30/05/2017	<a href="#">5979103</a>

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DIRECTORATE	BRANCH	TITLE	DATE ADOPTED	ID NO
Organisational Services	Corporate Governance	Appointment of Local Government Committees at Post-Election Meetings <i>To assist in the implementation of Local Law No. 1 (Meetings) 1997 by providing the process for the appointment of local government committees at post-election meetings</i>	30/05/2017	<a href="#">5979161</a>
		Audit Committee <i>To provide a framework for the operations of an audit committee within all functional areas of the Council and to meet the annual reporting requirements as per the Local Government Regulation 2012</i>	9/07/2019	<a href="#">5884373</a>
		Caretaker Period <i>To provide guidance to all councillors and staff on the legal obligations and protocols to be followed during the caretaker period in the lead up to Council elections</i>	30/05/2017	<a href="#">9604790</a>
		Competitive Neutrality Complaints <i>To provide a process for resolving competitive neutrality complaints in accordance with section 48 of the Local Government Act 2009</i>	30/05/2017	<a href="#">6611112</a>
		Complaints Involving Corruption of the Public Official <i>To set out how Council will deal with a complaint (or information or matter) that involves or may involve corrupt conduct of its CEO as defined in the Crime and Corruption Act 2001 (CC Act)</i>	04/12/2018	<a href="#">11963654</a>
		Conference and Seminar Attendance <i>To provide clear direction in relation to attendance and participation at conferences and seminars at the local, regional, state, national and international level by councillors and employees, and to detail the reporting requirements following the attendance of councillors/employees at a duly authorised conference or seminar</i>	30/05/2017	<a href="#">6577300</a>

# POLICIES

DIRECTORATE	BRANCH	TITLE	DATE ADOPTED	ID NO
Organisational Services	Corporate Governance	Corporate Travel and Accommodation <i>To provide clear direction for travel and accommodation arrangements for councillors and Council employees who attend intra-state, interstate and overseas conferences, meetings, seminars, courses, study tours and promotional tours or similar, and to provide for the reimbursement of approved expenses at these events</i>	30/05/2017	<a href="#">6290313</a>
		Councillor Conduct Complaints Investigation <i>To establish a process for the investigation of complaints about alleged inappropriate conduct of a councillor which have been referred to Council by the Independent Assessor</i>	19/03/2019	<a href="#">12422596</a>
		Councillor Conferences and Professional Development <i>To establish clear guidelines for councillor participation in professional development opportunities including conferences and seminars</i>	30/05/2017	<a href="#">6288459</a>
		Councillor Meeting Attendance <i>To provide guidance on the recording and reporting of councillor attendance at local government meetings, committee and advisory committee meetings</i>	30/05/2017	<a href="#">6134049</a>
		Divisional Infrastructure and Capital Improvements Program (DICIP) <i>To guide the allocation of funds from the councillor Divisional Infrastructure and Capital Improvements Program (DICIP)</i>	30/05/2017	<a href="#">10326599</a>
		Entertainment and Hospitality Expenditure <i>To provide guidelines to employees and councillors in relation to the management of entertainment and hospitality expenditure in accordance with Sections 188 (Overseas travel) and 196 (Entertainment and hospitality) of the Local Government Regulation 2012</i>	30/05/2017	<a href="#">5884626</a>

# POLICIES

DIRECTORATE	BRANCH	TITLE	DATE ADOPTED	ID NO
Organisational Services	Corporate Governance	Expenses Reimbursement <i>To meet the requirements of section 250 (Requirement to adopt expenses reimbursement policy or amendment) of the Local Government Regulation 2012 that requires Council to have an expenses reimbursement policy for its councillors</i>	30/05/2017	<a href="#">6627712</a>
		Fraud and Corruption Prevention and Reporting <i>The purpose of this policy is to:</i> <i>(a) support high standards of professional conduct and honest and ethical business practices within Logan City Council (Council); and</i> <i>(b) outline Council's commitment to effectively preventing, detecting and responding to incidents of fraud and corruption.</i>	26/06/2019	<a href="#">8373052</a>
		Gifts, Entertainment and Gratuities <i>To provide guidelines to employees and councillors in relation to dealing with 'gifts' received, as part of their 'official duties'</i>	30/05/2017	<a href="#">6027719</a>
		Grants to Community Organisations <i>To provide corporate guidelines on the provision of grants and subsidies to community organisations and individuals and to meet the annual reporting requirements</i>	20/06/2017	<a href="#">5984249</a>
		Internal Audit <i>To provide independent advice and assurance to the Chief Executive Officer, directors, managers and Council that policies, systems and operational procedures meet set standards of effectiveness, efficiency and propriety within all functional areas of the Council as determined by the annual audit plan</i>	30/05/2017	<a href="#">5891412</a>

# POLICIES

DIRECTORATE	BRANCH	TITLE	DATE ADOPTED	ID NO
Organisational Services	Corporate Governance	<p>Management of Confidential and Sensitive Information</p> <p><i>To assist Council in determining what is considered to be confidential information to external parties and how this information should be handled, provide guidance to councillors in complying with section 171 of the Local Government Act 2009 (LGA) regarding the proper handling of confidential information, and provide guidelines relating to the management of confidential and sensitive information</i></p>	30/05/2017	<a href="#">6098139</a>
		<p>Management of Public Interest Disclosures - Public Interest Disclosure Act</p> <ol style="list-style-type: none"> <li>1. <i>To promote the public interest by facilitating Public Interest Disclosures (PID) of wrongdoing within Council</i></li> <li>2. <i>To ensure that PIDs are properly assessed and, when determined as meeting the requirements of the Public Interest Disclosure Act 2010 (Act), properly investigated and dealt with</i></li> <li>3. <i>To ensure that appropriate consideration is given to the interests of persons who are the subject of a PID</i></li> <li>4. <i>To afford protection from reprisals to persons making PIDs</i></li> <li>5. <i>To ensure that the PID process is managed in accordance with the Act and appropriate confidentiality is maintained</i></li> </ol>	30/05/2017	<a href="#">7853148</a>
		<p>Mayor's and Councillors' Civic Allowances</p> <p><i>To administer the payment of Civic Allowances to the Mayor and councillors and to meet the annual reporting requirements as per the Local Government Regulation 2012</i></p>	30/05/2017	<a href="#">5985245</a>

# POLICIES

DIRECTORATE	BRANCH	TITLE	DATE ADOPTED	ID NO
Organisational Services	Corporate Governance	Mayor's and Councillors' Community Benefit Fund <i>To guide the allocation of monies from the Mayor's and Councillors' Community Benefit Fund in accordance with the Local Government Act 2009 and Local Government Regulation 2012 and to meet the annual reporting requirements under Section 189 of the Local Government Regulation 2012</i>	30/05/2017	<a href="#">6626966</a>
		Open Local Government Meetings, Local Government Committee Meetings and Advisory Committee Meetings <i>To assist in the implementation of Local Law No. 1 (Meetings) 1997 by providing access arrangements for the public at open local government committee and advisory committee meetings</i>	30/05/2017	<a href="#">5985445</a>
		Order of Business for Local Government Committee Meetings and Advisory Committee Meetings <i>To assist in the implementation of Local Law No. 1 (Meetings) 1997 by providing the order of business for local government committee meetings</i>	30/05/2017	<a href="#">5985570</a>
		Order of Business for Local Government Meetings <i>To assist in the implementation of Local Law No. 1 (Meetings) 1997 by providing the order of business for local government meetings and guidelines for attention to each item of business</i>	30/05/2017	<a href="#">5985620</a>
		Privacy Policy <i>To ensure all councillors and employees comply with their privacy obligations under the Information Privacy Act 2009 as well as ensure that members of the public have a right of access to documents held by the Council subject to those exemptions defined in the Right to Information Act 2009</i>	30/05/2017	<a href="#">6461516</a>

# POLICIES

DIRECTORATE	BRANCH	TITLE	DATE ADOPTED	ID NO
Organisational Services	Corporate Governance	Repeal of Resolutions of the Council <i>To provide a procedure for the repeal or amendment of resolutions of Council</i>	30/05/2017	<a href="#">5986177</a>
		Request for Change to Suburb Boundary <i>To be complied with for all requests for changes to Logan City's existing suburb boundaries</i>	30/05/2017	<a href="#">5986242</a>
Organisational Services	Finance	Accounting for Non-Current Assets <i>To develop a system of accounting for non-current assets that will comply with the requirements of the Local Government Act 2009, Local Government Regulation 2012 and Australian Accounting Conceptual Framework and Standards</i>	30/05/2017	<a href="#">4941287</a>
		Accounting Policy Statement 2019/2020 <i>To formally apply the accounting principles implicit in the National Competition Policy (NCP) reforms to the operational implementation of Council's budget documents in accordance with section 34 of the Local Government Regulation 2012</i>	24/06/2019	<a href="#">6178878</a>
		Acquisition of Non-Current Assets <i>To develop a system of accounting for asset acquisitions that will comply with the requirements of Local Government Act 2009, Local Government Regulation 2012 and Australian Accounting Conceptual Framework and Standards</i>	30/05/2017	<a href="#">4941482</a>
		Appropriation, Capital and Equity Transactions <i>To ensure a level of control over equity transactions</i>	30/05/2017	<a href="#">5968660</a>
		Asset Management - Impairment <i>To provide a management framework to ensure that Council assets are carried at no more than their recoverable amount per Australian Accounting Standard AASB136</i>	30/05/2017	<a href="#">5968731</a>



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DIRECTORATE	BRANCH	TITLE	DATE ADOPTED	ID NO
Organisational Services	Finance	Asset Management - Investment Property <i>To provide a management framework to prescribe the accounting treatment for investment property and related disclosure requirements in accordance with the Australian Accounting Standard AASB140</i>	30/05/2017	<a href="#">5968866</a>
		Bank Guarantees and Sureties <i>To set out the constraints and risk management guidelines for the management of all bank guarantees and sureties issued to Council</i>	30/05/2017	<a href="#">6142279</a>
		Capital Assistance to Community Groups <i>To control the progress payment for building assistance to community groups</i>	30/05/2017	<a href="#">5968994</a>
		Capitalised Expenditure <i>To develop a system of accounting for capitalised expenditure that will comply with the requirements of the Local Government Act 2009, Local Government Regulation 2012, and Australian Accounting Standards</i>	30/05/2017	<a href="#">5969021</a>
		Cash Handling <i>To provide a framework and processes for cash handling and cash security that is responsible, safe and minimises the risk of loss or theft</i>	28/08/2018	<a href="#">6212951</a>
		Credit History of Council Debtors <i>To ensure consistent and equitable treatment of Council debtors while maintaining the integrity of Council's debt recovery process</i>	30/05/2017	<a href="#">9422606</a>
		Debt Policy 2019/2020 <i>To ensure borrowing decisions are financially sustainable</i>	24/06/2019	<a href="#">10249257</a>

# POLICIES

DIRECTORATE	BRANCH	TITLE	DATE ADOPTED	ID NO
Organisational Services	Finance	<p>Depreciation of Non-Current Assets</p> <p><i>To develop a system of accounting for depreciation that will comply with the requirements of the Queensland Local Government Act 2009, Local Government Regulation 2012, and relevant Australian Accounting Standards and Concept Statements</i></p>	30/05/2017	<a href="#">5969257</a>
		<p>Disposal of Non-Current Assets</p> <p><i>To develop a system of accounting for the disposal of non-current assets that will comply with the requirements of the Queensland Local Government Act 2009, Local Government Regulation 2012, and Australian Accounting Standards and Concept Statements</i></p>	30/05/2017	<a href="#">5972755</a>
		<p>Electronic Funds Transfer and Online Banking Systems</p> <p><i>To provide a framework for the control and administration of Council's electronic funds transfers and online banking systems</i></p>	30/05/2017	<a href="#">6253247</a>
		<p>Employees and Councillors - Payment of Rates By Instalment</p> <p><i>To provide guidelines for the efficient payment by the due date of rates by employees and councillors, with minimum disruption to the Council's general rate functions</i></p>	30/05/2017	<a href="#">5972870</a>
		<p>Financial Risk Management</p> <p><i>To provide a written record of risks that Council is exposed to through Council's operations that are relevant to financial management, control measures adopted to manage these risks, and the duties of employees responsible for carrying out an activity relating to financial management</i></p>	30/05/2017	<a href="#">6749392</a>

# POLICIES

DIRECTORATE	BRANCH	TITLE	DATE ADOPTED	ID NO
Organisational Services	Finance	General Rate and Waste Charge/s Concessions to Pensioners <i>To alleviate the financial impact of the rates and charges to pensioners by providing financial assistance in accordance with section 120 (1)(a) (Criteria for granting concession) of the Local Government Regulation 2012</i>	30/05/2017	<a href="#">5972941</a>
		Goods and Services Taxation <i>To record key policy criteria to facilitate Council's compliance with GST legislation and rulings</i>	30/05/2017	<a href="#">6916502</a>
		Investment <i>To set prudent guidelines, within the constraints of current legislation, within which the Council's surplus funds may be invested to the best advantage</i>	30/05/2017	<a href="#">5973016</a>
		Land Addresses <i>To provide standards in relation to the allocation and recording of land addresses within Council's systems</i>	30/05/2017	<a href="#">4003907</a>
		Management of Outstanding Rates, Water, Wastewater, Other Charges and Sundry Debt Accounts <i>To follow up and take the appropriate action in order to ensure that all rates, water, wastewater, other charges and sundry debts, as well as other monies owed to the Council are collected without controversy</i>	15/05/2018	<a href="#">7532686</a>
		Petty Cash or Cash Advances <i>To provide a framework for the management and security of petty cash and cash floats across Council</i>	30/05/2017	<a href="#">5974184</a>
		Portable and Attractive Assets, Management of <i>To provide a management framework for the proper administration and control of assets below the Council's asset capitalisation threshold</i>	30/05/2017	<a href="#">5974335</a>

# POLICIES

DIRECTORATE	BRANCH	TITLE	DATE ADOPTED	ID NO
Organisational Services	Finance	Rate Category Changes for Owner/Non Owner-Occupied Rate Classifications <i>To provide an administrative framework for managing owner/non owner-occupied rate classifications</i>	30/05/2017	<a href="#">9617653</a>
		Recognition and Measurement of Intangible Assets <i>To outline recognition and measurement criteria and accounting processes for intangible assets in compliance with the Local Government Regulation 2012 and the Australian Accounting Standards</i>	30/05/2017	<a href="#">5974440</a>
		Recovery of Overdue Adopted Infrastructure Charges Notice and Other Charges Arising from Failure to Take Action Required Under a Remedial Notice <i>To minimise the risk of loss and to follow up and take the appropriate action in order to ensure that all Adopted Infrastructure Charges Notices (AICN) and other charges in relation to works carried out on the land are collected</i>	30/05/2017	<a href="#">8452714</a>
		Recovery of Rates and Other Rates Related Charges from Small Customers Experiencing Financial Hardship <i>To outline options available to small customers experiencing difficulties in paying rates and other charges due to financial hardship</i>	15/05/2018	<a href="#">11761533</a>
		Related Parties Transactions and Disclosures <i>To provide a framework for governing related-party transactions, reporting related-party transactions, balances and commitments to achieve the level of disclosures required by the Australian Accounting Standard AASB 124 Related-party disclosures</i>	11/07/2017	<a href="#">10896373</a>

# POLICIES

DIRECTORATE	BRANCH	TITLE	DATE ADOPTED	ID NO
Organisational Services	Finance	Revaluation of Non-Current Assets <i>To develop a system of accounting for revaluations that will comply with the requirements of the Local Government Act 2009, Local Government Regulation 2012, and Australian Accounting Standards</i>	30/05/2017	<a href="#">5974644</a>
		Revenue Policy 2019/2020 <i>To provide a framework by which the Council may structure a portfolio of income generating strategies to meet the financial requirements of its functional programs in accordance with the Council's overall corporate objectives, the Local Government Act 2009 and Local Government Regulation 2012</i>	24/09/2019	<a href="#">4247390</a>
		Rural and Urban Addressing <i>To outline the requirements and guidelines for a rural and urban addressing system for land within the Logan City administrative boundary</i>	30/05/2017	<a href="#">4004056</a>
		Trading Terms and Conditions and Approval of Credit Accounts <i>To control the approval and trading terms for the supply of goods and/or services on credit to Council's clients</i>	30/05/2017	<a href="#">5975823</a>
		Trust Funds: Treatment of Unclaimed Accounts <i>To develop a system to provide for the regular review and actioning of trust monies and for the treatment of unclaimed amounts in compliance with the Local Government Regulation 2012</i>	30/05/2017	<a href="#">5979058</a>
		Water Business Return to Council <i>To provide a policy framework for the setting and payment of returns to Council from the water business</i>	30/05/2017	<a href="#">9740444</a>
Organisational Services	People & Culture	Code of Conduct for Staff <i>To assist employees to achieve high standards of ethical behaviour</i>	30/05/2017	<a href="#">5979417</a>

# POLICIES

DIRECTORATE	BRANCH	TITLE	DATE ADOPTED	ID NO
Organisational Services	People & Culture	Employee Exchanges <i>To provide exchange opportunities for Council employees to develop their expertise and awareness by working in another Council, either intrastate, interstate or overseas</i>	30/05/2017	<a href="#">5986645</a>
		Equal Employment Opportunity (EEO) <i>To promote equality of employment opportunities to enhance the capacity of Council to achieve its objectives</i>	30/05/2017	<a href="#">5986681</a>
		Health and Safety <i>To maintain and seek continuous improvement in work health and safety standards to protect the health, safety and welfare of all workers at work and of all other people who might be affected by the work</i>	30/05/2017	<a href="#">10884984</a>
		Payment of Accumulated Sick Leave <i>To provide guidelines for the payment of accumulated sick leave to affected employees</i>	30/05/2017	<a href="#">5987392</a>
		Volunteers <i>To ensure that Council volunteers are valued and treated equally and fairly</i>	30/05/2017	<a href="#">6062433</a>
		Workplace Bullying, Harassment and Anti-Discrimination <i>To ensure that persons engaged in Council workplaces may work safely and productively in the knowledge that the Council will not accept, bullying, harassment or discrimination in the workplace under any circumstances</i>	17/04/2018	<a href="#">5992323</a>
Organisational Services	Plant Fleet Services	Work Related Road Safety <i>To state the responsibility of councillors and employees in regards to work related road safety</i>	30/05/2017	<a href="#">6634071</a>

# POLICIES

DIRECTORATE	BRANCH	TITLE	DATE ADOPTED	ID NO
Road & Water Infrastructure	Office of the Director	Disaster Management <i>To establish a management process and organisational framework for undertaking the emergency and disaster management responsibilities and activities of Council in accordance with the Disaster Management Act 2003</i>	30/05/2017	<a href="#">8959342</a>
		Emergency Accommodation <i>In the spirit of a community service, Council will undertake to temporarily shelter persons whose homes are damaged beyond safe habitation by storm, flood, earthquake or bush fire events where the State Emergency Service (SES) is called to attend</i>	30/05/2017	<a href="#">3525981</a>
Road & Water Infrastructure	Road Infrastructure Planning	Changing of Names of Roads <i>To provide guidelines for the change of a road name by Council</i>	30/05/2017	<a href="#">6525603</a>
		Development Frontage Works <i>To provide the Council with a means of assessing whether to proceed with road and drainage works from its annual programs along the frontage of properties which may have future development potential</i>	30/05/2017	<a href="#">6008842</a>
		Direction and Guide Signs <i>To process requests for the erection of direction signs on roads to indicate the location of essential services, community facilities, tourist attractions and the like</i>	30/05/2017	<a href="#">6008945</a>
		Erection of Neighbourhood Watch Signs <i>To process requests for the erection of neighbourhood watch signs on roads to indicate the presence of a neighbourhood watch zone</i>	30/05/2017	<a href="#">6009020</a>
		Funding of Concrete Footpaths/Bikeways <i>To ensure that where applicable on major roads, concrete footpaths/bikeways are constructed concurrently with the road</i>	30/05/2017	<a href="#">5999455</a>

# POLICIES

DIRECTORATE	BRANCH	TITLE	DATE ADOPTED	ID NO
Road & Water Infrastructure	Road Infrastructure Planning	Landscape Works on Footpaths <i>To provide the opportunity for residents to create and maintain landscaped areas on the footpath immediately in front of their property in a manner that is cognisant of safety, access to services, aesthetic and funding issues</i>	30/05/2017	<a href="#">5999468</a>
		Permit for Extraordinary Traffic <i>To ensure that house removals in the Logan City area are transported with minimal inconvenience to the local area</i>	30/05/2017	<a href="#">6009080</a>
		Property Information Advice - Premises Affected by Temporary Inundation of Land by Flood or Overland Flow <i>To establish criteria and procedures in respect of a request for property information advice as to whether a premises is affected by the temporary inundation of land by flood or overland flow</i>	30/05/2017	<a href="#">5999634</a>
		Road Excavation Works (Excluding Vehicular Access) <i>To ensure road excavation works (excluding vehicular access), are undertaken in a manner that is cognisant of the Council's infrastructure, safety and access to services</i>	30/05/2017	<a href="#">6007995</a>
		Sealing of Crossovers <i>To minimise the damage caused to roads by erosion of unsealed crossovers</i>	30/05/2017	<a href="#">6008076</a>
		Shading of Street Lights <i>To provide a process by which the obtrusive effects of glare from street lights can be managed in order to assist residents</i>	30/05/2017	<a href="#">6009116</a>
		Stormwater Drainage Outlets <i>To reduce the problem of entrapment of children in stormwater systems</i>	30/05/2017	<a href="#">6008110</a>



# POLICIES

DIRECTORATE	BRANCH	TITLE	DATE ADOPTED	ID NO
Road & Water Infrastructure	Road Infrastructure Planning	Temporary Road Closures for Street Parties or Similar Functions <i>To provide guidelines for the temporary closure of roads for street parties and other such functions</i>	30/05/2017	<a href="#">6009233</a>
		Vehicular Access to Premises <i>To ensure vehicular access to premises is constructed in a manner that is cognisant of the Council's infrastructure, safety and access to services</i>	30/05/2017	<a href="#">6008130</a>
Road & Water Infrastructure	Water Business	Community Title Scheme Billing and Sub-Metering <i>To define the billing arrangements and sub-metering arrangements for individual units/lots within new and existing Community Titles Schemes</i>	30/05/2017	<a href="#">8062794</a>
		Concealed Leak Remission <i>To provide criteria by which applications can be considered, assessed and processed to allow partial financial relief from water consumption charges that have arisen as a result of a proven concealed leak</i>	30/05/2017	<a href="#">9218355</a>
		Exemption to Water Restrictions for Residential Premises <i>To establish a framework for the granting of an exemption to current water restrictions for residential premises within the boundaries of Logan City</i>	30/05/2017	<a href="#">4018091</a>
		Home Dialysis and Medical Treatment Water Concessions <i>To ensure uniform/transparent application of relief from water consumption charges for customers who require renal dialysis or customers who consume a significant amount of water as a result of medical treatment</i>	30/05/2017	<a href="#">8062933</a>
		Potable Water for Dust Suppression <i>To define the arrangements and conditions for the supply of potable water via a metered hydrant stand pipe for the purposes of dust suppression</i>	30/05/2017	<a href="#">8062957</a>

# POLICIES

DIRECTORATE	BRANCH	TITLE	DATE ADOPTED	ID NO
Road & Water Infrastructure	Water Business	Water and Wastewater Connection Outside City Boundary <i>To provide water supply and wastewater services to properties outside of Logan City's boundaries</i>	30/05/2017	<a href="#">4017933</a>
Road & Water Infrastructure	Water Operations	Clearing of Blockage of Sewerage Mains <i>To provide for the reimbursement of reasonable costs incurred by property owners in identifying sewerage blockages that are Council's responsibility</i>	30/05/2017	<a href="#">4018132</a>
		Clearing of Blocked House Drains Within Private Properties <i>To provide an environmentally responsible, cost effective, commercial service in clearing blocked house drains within Logan City with a view to minimising inconvenience to the Council's customers</i>	11/07/2017	<a href="#">4018118</a>
		Extension of Water and Wastewater Networks <i>To apply community equity and user pays principles to requests for water or wastewater service connections to be provided through an extension to the existing network</i>	30/05/2017	<a href="#">6591699</a>
		Wastewater Inundation – The Council's Response <i>To ensure impact to customers is minimised and Council is efficient and fair in response to wastewater inundation incidents in premises</i>	19/09/2017	<a href="#">4018025</a>
		Water Mains Break - The Council's Response <i>To establish procedures for attending to a water mains breakage</i>	30/05/2017	<a href="#">4907836</a>
Strategy & Sustainability	Development Assessment	Bonding of Works <i>To set out the ground rules for the management of all bonds and bonding applications made to Logan City Council, and applies to all persons or entities who may wish to enter into a contract or bonding agreement with Logan City Council</i>	30/05/2017	<a href="#">8222507</a>

# POLICIES

DIRECTORATE	BRANCH	TITLE	DATE ADOPTED	ID NO
Strategy & Sustainability	Development Assessment	Earthworks, Drainage and Soil Restraint <i>To prevent nuisance or damage resulting from site works</i>	30/05/2017	<a href="#">6025502</a>
		Infrastructure Agreements with Property Owners to Install Complying Swimming Pool Fences <i>To encourage land owner participation in a Council initiative to achieve compliance with the Building Act 1975 with respect to swimming pool fencing requirements</i>	30/05/2017	<a href="#">6660199</a>
		Notice to Connect to Sewerage System or Install an On-site Sewerage Facility <i>To ensure all premises in the local government's sewerage area are connected to the sewerage system, and to ensure all premises outside the sewerage area install an appropriate on-site sewerage facility</i>	30/05/2017	<a href="#">6033670</a>
		Street and Infrastructure Naming <i>To provide consistent guidelines for developers, the community and Council when allocating new street, road and infrastructure names within the Logan City local government area</i>	30/05/2017	<a href="#">8267828</a>
		Waterways Protection <i>To achieve sustainability in waterway management, to protect the health of waterways in Logan City consistent with agreed environmental values developed for the lower Logan sub-catchment, and to facilitate a process of familiarisation of the contents of the Waterways Protection Manual for Council supervisory employees</i>	30/05/2017	<a href="#">6056734</a>
Strategy & Sustainability	Economic Development & Strategy	Incentives for Business Attraction <i>To establish a framework for the administration of incentives offered to businesses potentially seeking to expand or re-locate within, or to, Logan City</i>	30/05/2017	<a href="#">4017124</a>

# POLICIES

DIRECTORATE	BRANCH	TITLE	DATE ADOPTED	ID NO
Strategy & Sustainability	Economic Development & Strategy	Infrastructure Contribution for Trunk Road Network <i>To ensure that developer contributions towards the trunk road network are allocated and managed appropriately</i>	30/05/2017	<a href="#">6062482</a>
		Process for the Release of Access Restriction Strips <i>To provide a framework for the process for the release of access restriction strips</i>	30/05/2017	<a href="#">4909162</a>
		Returns from Economic Development Initiatives <i>To establish a framework for the distribution of returns from economic development initiatives undertaken by Council and Council-owned ventures and companies</i>	30/05/2017	<a href="#">5986330</a>
		Strategic Land Acquisition <i>To establish a strategic land acquisition system that provides a framework and methodology for Council officers to nominate site specific and non-site specific land targets</i>	30/05/2017	<a href="#">3922274</a>
		Advertising on Wheelie Bins <i>To control advertising on Council-owned wheelie bins</i>	30/05/2017	<a href="#">8293132</a>
Strategy & Sustainability	Health, Environment & Waste	Circus Management <i>To ensure a level of control over the operation of circuses which preserves the Council's parks, recreation assets and public health, safety and the environment</i>	30/05/2017	<a href="#">6076938</a>
		Conservation Incentives Program <i>To outline the structure and policy intent of the Conservation Incentives Program (CIP) within the City of Logan</i>	23/10/2018	<a href="#">6415008</a>

# POLICIES

DIRECTORATE	BRANCH	TITLE	DATE ADOPTED	ID NO
Strategy & Sustainability	Health, Environment & Waste	Customer Service Arrangements During the Temporary Closure of a Waste and Recycling Facility <i>To provide alternative disposal options to customers arriving at a waste and recycling facility during such time that the facility is partially or fully unable to receive waste</i>	30/05/2017	<a href="#">9338420</a>
		Eat Safe Logan Inspection Frequency, Administrative Review and Regrade Policy <i>To outline the inspection frequency, and provide guidelines for, the Eat Safe Logan administrative review re-grade assessment procedures</i>	30/05/2017	<a href="#">7266225</a>
		Environmental Events Stallholder and Sponsorship <i>To provide a guideline for the assessment of event stallholder and sponsorship applications to ensure stallholders requesting approval to exhibit at these events are aligned with the aims, values, intent and purpose of the particular occasion and Logan City Council</i>	30/05/2017	<a href="#">8829713</a>
		Environmental Grants <i>To outline the structure and policy intent of the Environmental Grants Program within the City of Logan</i>	28/08/2018	<a href="#">11270847</a>
		Environmental Levy <i>To inform the allocation of revenue generated from the environmental levy and outline the management of funded programs, projects and allocations</i>	30/05/2017	<a href="#">6057976</a>
		Environmental Protection Act 1994 - Incentive Environmental Authority Fee Scheme <i>To outline the circumstances in which an authorised person may approve a reduced annual fee for an environmental authority</i>	30/05/2017	<a href="#">6620023</a>
		Family Cemeteries <i>To set out the criteria for family cemeteries on private properties, and preservation of existing private graves</i>	30/05/2017	<a href="#">7390708</a>

# POLICIES

DIRECTORATE	BRANCH	TITLE	DATE ADOPTED	ID NO
Strategy & Sustainability	Health, Environment & Waste	Food Act 2006 - Eat Safe Logan Food Licence Incentive Scheme <i>To outline licence fee discounts available under Council's Eat Safe Logan Food Licence Incentive Scheme</i>	30/05/2017	<a href="#">6025614</a>
		Management of Waste Disposal Vouchers <i>To set the framework for the distribution and operation of a waste disposal voucher system</i>	13/11/2018	<a href="#">8364042</a>
		Quality Environmental Management of Waste Services Activities <i>To protect and, where possible, enhance the environment by preventing and minimising the environmental impact of waste services which include waste collection and disposal, resource recovery and recycling, and former landfill management</i>	30/05/2017	<a href="#">4018152</a>
		Refund of, or Exemption from Waste Service Fees & Charges <i>To detail the basis for refund (in part or full) of, or exemption from waste service fees and charges.</i>	24/06/2019	<a href="#">12770588</a>
		Sustainability <i>To embed the application of Principles of Sustainability into Council's decision making and activities</i>	29/10/2019	<a href="#">12872063</a>
		Terms and Conditions of the Entry and Use of Council's Waste and Recycling Facilities <i>To detail the terms and conditions of entry and use of a Council waste and recycling Facility.</i>	24/06/2019	<a href="#">12636622</a>
		Waste Services and Waste Management Utility Charge Rates <i>To implement a sustainable and cost effective system of waste services</i>	19/09/2019	<a href="#">6732567</a>