



# REPORT

## Coordination Committee Meeting

**Tuesday 26 February 2019**  
commencing at 10.43am

Strathpine Chambers  
220 Gympie Road, Strathpine

**ENDORSED GM20190226**

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### **CHAIRPERSON'S REPORT**

The recommendations contained within this report of the Coordination Committee meeting held 26 February 2019 are recommended to the Council for adoption.

COUNCILLOR ALLAN SUTHERLAND (MAYOR)  
CHAIRPERSON  
COORDINATION COMMITTEE

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**Membership = 13**  
Mayor and all Councillors

**Quorum = 7**

***Adoption Extract from General Meeting – 26 February 2019 (Page 19/197)***

**12.1 Coordination Committee Meeting - 26 February 2019  
(Pages 19/199 - 19/223)**

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**RESOLUTION**

**Moved by Cr Adrian Raedel**

**Seconded by Cr James Houghton**

**CARRIED 12/0**

**That the report and recommendations of the Coordination Committee meeting held 26 February 2019 be adopted.**

LIST OF ITEMS

**1 GOVERNANCE SESSION (Cr A Sutherland, Mayor)**

**2 PLANNING & DEVELOPMENT SESSION (Cr M Gillam)**

**3 CORPORATE SERVICES SESSION (Cr M Constance)**

**4 ASSET CONSTRUCTION & MAINTENANCE SESSION (Cr A Hain)**

<b>ITEM 4.1</b>	<b>201</b>
NARANGBA - NEW SETTLEMENT ROAD / COTTONTREE DRIVE / MCKENZIE AVENUE - ROUNDBOUT UPGRADE - DIVISION 11	
REPORT DETAIL	

**5 PARKS, RECREATION & SPORT SESSION (Cr K Winchester)**

<b>ITEM 5.1</b>	<b>205</b>
NEW LEASE - WEST ARANA HILLS RUGBY LEAGUE FOOTBALL CLUB INC - DIVISION 10	
REPORT DETAIL	

<b>ITEM 5.2</b>	<b>208</b>
NEW LEASE - REDCLIFFE AND DISTRICTS RADIO CLUB INC. - DIVISION 5	
REPORT DETAIL	

**6 LIFESTYLE & AMENITY SESSION (Cr D Sims)**

<b>ITEM 6.1</b>	<b>211</b>
ROAD SAFETY GRANT - REGIONAL	
REPORT DETAIL	

<b>ITEM 6.2</b>	<b>214</b>
MORETON BAY REGIONAL COUNCIL SCHOLARSHIP PROGRAM - REGIONAL	
REPORT DETAIL	

**7 ECONOMIC DEVELOPMENT, EVENTS & TOURISM SESSION (Cr P Flannery)**

**8 REGIONAL INNOVATION (Cr D Grimwade)**

**9 GENERAL BUSINESS**

<b>ITEM 9.1</b>	<b>220</b>
REGIONAL EVENTS	

<b>ITEM 9.2</b>	<b>220</b>
CONDOLENCE - MRS DORIS CHRISTIANSEN	

**CLOSED SESSION (Confidential items)**

**OPEN SESSION**

**CLOSED SESSION (Confidential items)**

# Moreton Bay Regional Council

COORDINATION COMMITTEE MEETING  
26 February 2019

**PAGE b**  
Report

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**ITEM C.1 – CONFIDENTIAL** **222**  
PROPOSED LEASE - TELECOMMUNICATIONS FACILITY - DIVISION 1

**ITEM C.2 – CONFIDENTIAL** **223**  
CONTRACT FOR SUPPLY OR SERVICES TO UNDERTAKE ORGANISATIONAL REVIEW  
- REGIONAL

**CLOSURE**

## ATTENDANCE & APOLOGIES

### Attendance:

#### Committee Members:

Cr Allan Sutherland (Mayor) (Chairperson)  
Cr Brooke Savige  
Cr Peter Flannery  
Cr Adam Hain  
Cr Julie Greer  
Cr James Houghton  
Cr Koliانا Winchester  
Cr Denise Sims  
Cr Mick Gillam  
Cr Mike Charlton (Deputy Mayor)  
Cr Darren Grimwade  
Cr Adrian Raedel

#### Officers:

A/Chief Executive Officer and Director Engineering, Construction & Maintenance	(Mr Tony Martini)
Director Community & Environmental Services	(Mr Bill Halpin)
Director Infrastructure Planning	(Mr Andrew Ryan)
Meeting Support	(Kim Reid)
Team Leader Meeting Support	(Kathrine Crocker)

### Apologies:

Cr Matthew Constance who is representing Council at the Local Government Finance and Strategic Leadership Summit.

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**The Mayor is the Chairperson of the Coordination Committee.**

**Coordination Committee meetings comprise of Sessions chaired by Council's nominated Spokesperson for that portfolio, as follows:**

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Session	Spokesperson
1 Governance	Cr Allan Sutherland (Mayor)
2 Planning & Development	Cr Mick Gillam
3 Corporate Services	Cr Matt Constance
4 Asset Construction & Maintenance	Cr Adam Hain
5 Parks, Recreation & Sport	Cr Koliانا Winchester
6 Lifestyle & Amenity	Cr Denise Sims
7 Economic Development, Events & Tourism	Cr Peter Flannery
8 Regional Innovation	Cr Darren Grimwade
9 General Business	Cr Allan Sutherland (Mayor)

**1 GOVERNANCE SESSION**

**(Cr A Sutherland, Mayor)**

No items for consideration.

**2 PLANNING & DEVELOPMENT SESSION**

**(Cr M Gillam)**

No items for consideration.

**3 CORPORATE SERVICES SESSION**

**(Cr M Constance)**

No items for consideration.

**4 ASSET CONSTRUCTION & MAINTENANCE SESSION**

**(Cr A Hain)**

**ITEM 4.1**

**NARANGBA - NEW SETTLEMENT ROAD / COTTONTREE DRIVE / MCKENZIE AVENUE - ROUNDABOUT UPGRADE - DIVISION 11**

*Meeting / Session:* 4 ASSET CONSTRUCTION & MAINTENANCE  
*Reference:* A18129848 : 15 February 2019 - Refer **Confidential Supporting Information A18067594**  
*Responsible Officer:* GW, Senior Project Manager (ECM Project Management & Construction)

**Executive Summary**

Tenders were invited for the 'Narangba - New Settlement Road / Cottontree Drive / McKenzie Avenue - Roundabout Upgrade (VP129522)' project. The request for tenders closed on 14 January 2019 with three conforming tenders received.

It is recommended that Council award the contract to THD Civil Pty Ltd for the sum of \$335,112.90 (excluding GST) as this tender was evaluated as representing the best overall value to Council.

**COMMITTEE RECOMMENDATION**

Moved by Cr Darren Grimwade

Seconded by Koliانا Winchester

**CARRIED 12/0**

1. That the tender for 'Narangba - New Settlement Road / Cottontree Drive / McKenzie Avenue - Roundabout Upgrade (VP129522)' be awarded to THD Civil Pty Ltd for the sum of \$335,112.90 (excluding GST).
  - a) That the Council enters into an agreement with THD Civil Pty Ltd as described in this report.
  - b) That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, negotiating, making, amending, signing and discharging the agreement with THD Civil Pty Ltd for 'Narangba - New Settlement Road / Cottontree Drive / McKenzie Avenue - Roundabout Upgrade (VP129522)' and any required variations of the agreement on Council's behalf.
2. That to allow the project to continue, Council commits to providing \$440,000 from the 2019/20 Narangba - New Settlement Road / Cottontree Drive / McKenzie Avenue - Roundabout Upgrade (VP129522) Capital Projects Program towards the project.

ITEM 4.1 NARANGBA - NEW SETTLEMENT ROAD / COTTONTREE DRIVE / MCKENZIE AVENUE -  
ROUNDAABOUT UPGRADE - DIVISION 11 - A18129848 (Cont.)

**REPORT DETAIL**

**1. Background**

The project is located at the intersection of New Settlement Road, Cottontree Drive and McKenzie Avenue, Narangba. The project scope includes modifying the approaches and exits on New Settlement Road through reverse curves and reduced lane width, reduction of the roundabout circulating road width, provision of cycle lanes, drainage improvements and construction of new landscaped splitter islands. The objective of the project is to provide a reduced speed environment both approaching and circulating the roundabout.

The works are expected to commence in early June 2019 and take six weeks to complete, which includes an allowance for wet weather.



Figure 1: Locality plan - Narangba – New Settlement Road / Cottontree Drive / McKenzie Avenue – roundabout upgrade

**2. Explanation of Item**

Tenders for the “Narangba - New Settlement Road / Cottontree Drive / McKenzie Avenue - Roundabout Upgrade (VP129522)” project closed on 14 January 2019 with three conforming tenders received. The tenders were assessed by the assessment panel in accordance with Council’s Purchasing Policy and the selection criteria as set out in the tender documents.

All tenderers and their evaluation scores are tabled below (ranked from highest to lowest):

RANK	TENDERER	EVALUATION SCORE
1	THD Civil Pty Ltd	95.24
2	Civlec Pty Ltd T/A GRC Civil	84.17
3	AllenCon Pty Ltd	82.23

*ITEM 4.1 NARANGBA - NEW SETTLEMENT ROAD / COTTONTREE DRIVE / MCKENZIE AVENUE -  
ROUNDAABOUT UPGRADE - DIVISION 11 - A18129848 (Cont.)*

**THD Civil Pty Ltd** ('THD') submitted a comprehensive tender and demonstrated their experience on projects of a similar scale and complexity. THD have completed previous projects for Council including Council's Truck Turnarounds Program (\$120k) and MBRC Road Resurfacing Program (\$500k). At the tender clarification meeting held on 24 January 2019, THD detailed their construction methodology; confirmed an overall construction duration of six weeks (including an allowance for wet weather) and demonstrated a strong understanding of all the project requirements.

**Civlec Pty Ltd T/A GRC Civil** submitted a comprehensive tender and demonstrated their construction methodology and experience on projects of a similar scale and complexity; however, there were no additional benefits for the higher price.

**AllenCon Pty Ltd** submitted a comprehensive tender and demonstrated their construction methodology and experience on projects of a similar scale and complexity; however, there were no additional benefits for the higher price.

### **3. Strategic Implications**

#### **3.1 Legislative/Legal Implications**

Council called a tender for the work through Council's Prequalified Civil Construction Panel (MBRC005990), in accordance with the *Local Government Act 2009*.

#### **3.2 Corporate Plan / Operational Plan**

This project is consistent with the Corporate Plan outcome - Valuing Lifestyle: Diverse transport options - an integrated regional transport network.

#### **3.3 Policy Implications**

This project has been procured in accordance with the provisions of the following documents:

- Council's Procurement Policy 10-2150-006
- *Local Government Act 2009*
- Local Government Regulation 2012 Chapter 6.

#### **3.4 Risk Management Implications**

A detailed risk management plan has been prepared. The project risk has been assessed and the following issues identified. The way in which the potential impact of these risks is minimised is detailed below.

##### Financial Risks:

Council called a tender for the work through Council's Prequalified Civil Construction Panel (MBRC005990), in accordance with the *Local Government Act 2009*.

##### Construction Risks:

- a. The recommended contractor will provide a program of works, traffic management plan, safety management plan and environmental management plan as part of the contract to identify and detail how it will manage and mitigate project construction risks.
- b. The recommended contractor has demonstrated its understanding of the project site and the need to manage the impact of the works and safety for pedestrians and vehicles.
- c. The recommended contractor has programmed the works and allowed for appropriate resources to be able to complete the project works efficiently.

#### **3.5 Delegated Authority Implications**

No delegated authority implications arising as a direct result of this report.

#### **3.6 Financial Implications**

Council has allocated \$10,888 for planning in the 2017-18 FY and \$85,000 for design in the 2018-19 FY. Council had identified \$640,000 in the draft 2019-20 Capital Projects Program for this project, budget number 102172. All financials below are excluding GST.

ITEM 4.1 NARANGBA - NEW SETTLEMENT ROAD / COTTONTREE DRIVE / MCKENZIE AVENUE -  
ROUNDAABOUT UPGRADE - DIVISION 11 - A18129848 (Cont.)

Planning (2017-18)	\$ 10,831.00
Design (2018-19)	\$ 80,084.00
Energex services relocation	\$ 76,000.00
Tender price (construction)	\$ 335,112.90
Contingency (10%)	\$ 33,511.29
Q Leave (0.475%)	\$ 1,591.80
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Total Project Cost	\$ 537,130.99
	=====
Estimated ongoing operational/maintenance costs	\$3,900 per F/Y

This project is predicated upon Council committing \$440,000 (of the \$640,000) for the project from the 2019-20 Capital Projects Program for the arrangement to be entered into.

3.7 Economic Benefit

The project will address surface issues, extend the life of the road pavement and reduce the frequency and type of crashes occurring at the subject site, noting the project was first identified through crash data analysis undertaken as part of the annual staff review of sites that have potential to meet black spot funding criteria.

3.8 Environmental Implications

The contractor is required to submit an Environmental Management Plan and comply with relevant State Government Environmental Policies. The contractor will be required to manage sediment and erosion controls during construction and these measures will be monitored by Project Management staff.

3.9 Social Implications

This project will provide a safer user environment and is part of a broader transport network essential to providing both the transport and social functions of integration and interconnectivity, particularly between residents and their places of work and recreation, including their social and community pursuits.

3.10 Consultation / Communication

A detailed communications plan has been prepared, which has taken into consideration the scope of works. Project notices and project signs will be distributed two weeks prior to commencement. Residents directly affected by the staged works will be provided additional details with two days' notice of works. Monthly project updates via email will be provided to the Divisional Councillor who has been consulted and is supportive of the project.

**5 PARKS, RECREATION & SPORT SESSION**

**(Cr K Winchester)**

**ITEM 5.1**

**NEW LEASE - WEST ARANA HILLS RUGBY LEAGUE FOOTBALL CLUB INC -  
DIVISION 10**

*Meeting / Session:* 5 PARKS, RECREATION & SPORT  
*Reference:* A18076765 : 27 November 2018 - **Refer Supporting Information A17891281**  
*Responsible Officer:* CM, Supervisor Community Leasing (CES Community Services, Sport & Recreation)

**Executive Summary**

This report seeks Council's approval for the provision of a lease to West Arana Hills Rugby League Football Club Inc. at Leslie Patrick Park, 291 Dawson Parade, Arana Hills. The proposed lease would take effect following the expiry of the existing lease arrangements.

**COMMITTEE RECOMMENDATION**

**Moved by Cr Mike Charlton (Deputy Mayor)**

**Seconded by Cr Mick Gillam**

**CARRIED 12/0**

1. That the exception contained in section 236(1)(b)(ii) of the Local Government Regulation 2012 applies to the Council regarding the disposal of the land referred to in this report.
2. That, subject to recommendation 3, West Arana Hills Rugby League Football Club Inc. be granted a lease over areas at 291 Dawson Parade, Arana Hills (refer Supporting Information #2) for a period of five years.
3. That the terms and conditions of this lease be in accordance with Council's Community Leasing Policy, with annual rental commencing at \$1.00 per annum.
4. That the Chief Executive Officer be authorised to take all action necessary including, but not limited to, negotiating, making, amending, signing and discharging the lease and any required variations of the lease on the Council's behalf, as described in this report.

ITEM 5.1 NEW LEASE - WEST ARANA HILLS RUGBY LEAGUE FOOTBALL CLUB INC - DIVISION 10 - A18076765  
(Cont.)

## REPORT DETAIL

### 1. Background

West Arana Hills Rugby League Football Club Incorporated (Football Club) currently holds a lease over the Rugby League Clubhouse (inclusive of a canteen, amenities, storage and meeting area), two storage buildings and the sports fields at Leslie Patrick Park, Arana Hills (refer Supporting Information #1). In addition to their use of these facilities, the Football Club has also facilitated shared use by the following groups:

- 1) Arana Branch Little Athletics Centre Incorporated (Little Athletics) - Shared use of part of the clubhouse building, one and a half storage buildings and sports fields; and
- 2) West Arana Hills Old Boys Association Incorporated (Old Boys Association) - Shared use of part of the clubhouse building.

Supporting Information #1 provides an overview of the current tenure arrangements at this location.

### 2. Explanation of Item

The Football Club's lease is due to expire on 28 February 2019 and the club has confirmed its desire to renew its lease under Council's Community Leasing Policy. The proposed tenure arrangements at this location are as follows:

- Football Club
  - Lease from Council over the Rugby League Clubhouse and two storage sheds; and
  - Sports Field Permit from Council for use of the sports fields.
- Little Athletics
  - Shared Use Agreement between the Football Club and Little Athletics over part of the Rugby League Clubhouse building and the storage buildings.
  - Sports Field Permit from Council for use of sports fields.
- Old Boys Association
  - Shared Use Agreement between the Football Club and the Old Boys Association over part of the Rugby League Clubhouse building.

To implement the proposed tenure arrangements at this location, Council would need to provide the Football Club with a lease over the Rugby League Clubhouse and two storage buildings (refer Supporting Information #2). This lease would be subject to the establishment of shared use agreements with both Little Athletics and the Old Boys Association as detailed above.

Council approval is not required for the establishment of the above-mentioned Sports Field Permits and Shared Use Agreements.

Accordingly, this report recommends that Council approves the provision of a lease to the Football Club, under the terms and conditions of Council's Community Leasing Policy, over the area identified in Supporting Information #2 for a period of five (5) years.

### 3. Strategic Implications

#### 3.1 Legislative/Legal Implications

The Council must comply with the *Local Government Act 2009* and *Local Government Regulation 2012* when it disposes of valuable non-current assets. Resolving to rely on the exception provided under section 236(1)(b)(ii) of the Regulation will allow the Council to complete the disposal to a community organisation by means other than tender or auction.

#### 3.2 Corporate Plan / Operational Plan

Valuing Lifestyle: Quality recreation and cultural opportunities - active recreation opportunities.

#### 3.3 Policy Implications

The terms and conditions of the proposed lease agreement will be in accordance with Council's Community Leasing Policy (2150-079).

ITEM 5.1 NEW LEASE - WEST ARANA HILLS RUGBY LEAGUE FOOTBALL CLUB INC - DIVISION 10 - A18076765  
(Cont.)

3.4 Risk Management Implications

There are no risk management implications arising as a direct result of this report.

3.5 Delegated Authority Implications

As per Officer's Recommendation 4 of this report, it is proposed that the Chief Executive Officer be authorised to take all action necessary to execute the new lease.

3.6 Financial Implications

There are no financial implications arising as a direct result of this report.

3.7 Economic Benefit

There are no economic benefit implications arising as a direct result of this report.

3.8 Environmental Implications

There are no environmental implications arising as a direct result of this report.

3.9 Social Implications

The issuing of a lease to West Arana Hills Rugby League Football Club Inc. will provide the club with facilities to support its operations and enable the continued use of the facilities by Arana Branch Little Athletics Centre Inc. and West Arana Hills Old Boys Association Inc.

3.10 Consultation / Communication

Councillor Constance (Division 10)  
West Arana Hills Rugby League Football Club Inc.  
Arana Branch Little Athletics Centre Inc.  
West Arana Hills Old Boys Association Inc.

**ITEM 5.2**

**NEW LEASE - REDCLIFFE AND DISTRICTS RADIO CLUB INC. - DIVISION 5**

*Meeting / Session:* 5 PARKS, RECREATION & SPORT  
*Reference:* A18035583: 15 January 2019 - **Refer Supporting Information A18071602**  
*Responsible Officer:* CM, Supervisor Community Leasing (CES Community Services, Sport & Recreation)

**Executive Summary**

The term of the existing lease from the Council to Redcliffe and Districts Radio Club Inc for an area at MacFarlane Park, 191 Klingner Road, Kippa-Ring (refer Supporting Information #1) has expired.

This report seeks Council's approval for the provision of a new trustee lease (lease) to enable the club's continued occupation of this site.

**COMMITTEE RECOMMENDATION**

Moved by Cr James Houghton

Seconded by Cr Peter Flannery

**CARRIED 12/0**

1. That the exception contained in section 236(1)(b)(ii) of the Local Government Regulation 2012 applies to the Council regarding the disposal of the land referred to in this report.
2. That, subject to recommendation 3, Redcliffe and Districts Radio Club Inc. be granted a trustee lease over an area at 191 Klingner Road, Kippa-Ring (refer Supporting Information #1) for a period of five years.
3. That the terms and conditions of this lease be in accordance with Council's Community Leasing Policy, with annual rental commencing at \$1.00 per annum.
4. That the Chief Executive Officer be authorised to take all action necessary including, but not limited to, negotiating, making, amending, signing and discharging the lease and any required variations of the lease on the Council's behalf, as described in this report.

ITEM 5.2 NEW LEASE - REDCLIFFE AND DISTRICTS RADIO CLUB INC. - DIVISION 5 - A18035583 (Cont.)

**REPORT DETAIL**

**1. Background**

Since 1 May 2001, the Redcliffe and Districts Radio Club Inc. has held a lease with Council over the clubhouse building at 191 Klingner Road, Kippa-Ring (refer Supporting Information #1) for the conduct of its club activities. This lease expired on 30 April 2015, however, the club has continued to occupy the site on holding over terms.

The inability to finalise renewed tenure arrangements at this location has been due to ongoing negotiations regarding lease conditions under Council's Community Leasing Policy.

**2. Explanation of Item**

Council officers have recently received confirmation from the club that it is willing to enter into a new lease over its designated area at 191 Klingner Road, Kippa-Ring. Accordingly, this report recommends that Council approve the provision of a lease, under the terms and conditions of Council's Community Leasing Policy, over the area identified in Supporting Information #1. Further, it is recommended that the term of this lease be for a period of five (5) years.

**3. Strategic Implications**

**3.1 Legislative/Legal Implications**

The proposed lease will be registered with the Department of Natural Resources, Mines and Energy in accordance with the *Land Act 1994*.

The Council must comply with the *Local Government Act 2009* and Local Government Regulation 2012 when it disposes of valuable non-current assets. Resolving to rely on the exception provided under section 236(1)(b)(ii) of the Regulation will allow the Council to complete the disposal to a community organisation by means other than tender or auction.

**3.2 Corporate Plan / Operational Plan**

Valuing Lifestyle: Quality recreation and cultural opportunities - active recreation opportunities.

**3.3 Policy Implications**

The terms and conditions of the proposed lease agreement will be in accordance with Council's Community Leasing Policy (2150-079).

**3.4 Risk Management Implications**

There are no risk management implications arising as a direct result of this report.

**3.5 Delegated Authority Implications**

As per Officer's Recommendation 4 of this report, it is proposed that the Chief Executive Officer be authorised to take all action necessary to execute the new lease.

**3.6 Financial Implications**

There are no financial implications arising as a direct result of this report.

**3.7 Economic Benefit**

There are no economic benefit implications arising as a direct result of this report.

**3.8 Environmental Implications**

There are no environmental implications arising as a direct result of this report.

**3.9 Social Implications**

The issuing of a lease to Redcliffe and Districts Radio Club Inc. will provide the club with a base to continue its operations.

*ITEM 5.2 NEW LEASE - REDCLIFFE AND DISTRICTS RADIO CLUB INC. - DIVISION 5 - A18035583 (Cont.)*

- 3.10 Consultation / Communication  
Councillor Houghton (Division 5)  
Relevant Council departments  
Redcliffe and Districts Radio Club Inc.

**6 LIFESTYLE & AMENITY SESSION**

**(Cr D Sims)**

**ITEM 6.1  
ROAD SAFETY GRANT - REGIONAL**

*Meeting / Session:* 6 LIFESTYLE & AMENITY  
*Reference:* A18207584 : 15 February 2019 - **Refer Supporting Information A18211635;  
A18211273**  
*Responsible Officer:* NS, Senior Community Grants and Partnerships Officer (Community Services  
Sport and Recreation)

**Executive Summary**

The purpose of this report is to recommend that Council approve the inclusion of a Road Safety Grant in Council's Community Grants Program. The objective of this grant is to provide funding to community organisations to deliver initiatives that respond to various road safety issues, and support Council's vision for safe and resilient communities in the Moreton Bay Region.

**COMMITTEE RECOMMENDATION**

**Moved by Cr Julie Greer**

**Seconded by Cr Peter Flannery**

**CARRIED 12/0**

- 1. That Council approve the inclusion of the Road Safety Grant in Council's Community Grants Program.**
- 2. That Council adopt the updated Community Grants Policy (No. 2150-030) as provided in Supporting Information #2.**

ITEM 6.1 ROAD SAFETY GRANT - REGIONAL - A18207584 (Cont.)

## REPORT DETAIL

### 1. Background

In 2017/18 Council conducted a stand-alone round of the Road Safety Grant. The purpose of this grant was to provide funding to community organisations to deliver initiatives that respond to various road safety issues, and support Council's vision for safe and resilient communities in the Moreton Bay Region.

The Road Safety Grant round was open for two months from September to October 2017. A total of 12 eligible applications were received, with Council resolving to fund or part-fund all applications.

A review of the Road Safety Grant was subsequently conducted by Council officers. The outcome of this review was the development of revised grant guidelines that aim to maximise the wider community benefit of this grant (Refer Supporting Information #1).

This report recommends that, in accordance with the revised guidelines, the Road Safety Grant be incorporated into Council's Community Grants Program, and that Council's Community Grants Policy (No. 2150-030) be amended accordingly.

### 2. Explanation of Item

Council will invite applications once a year from eligible community organisations under its Road Safety Grant. Projects supported under this grant will include the delivery of innovative projects that respond to the following local road safety priorities:

- School safety;
- Vulnerable road user safety;
- Licensing, unlicensed and disqualified driving;
- Driver fatigue;
- Drink and drug driving;
- Anti-social driver behaviour (hooning);
- Seat belt utilisation;
- Speeding;
- Road user distraction; and
- General road safety issues.

In 2018/19, applications will open for the Road Safety Grant on 1 March 2019, and close on 31 April 2019. It is anticipated that community organisations will be notified about the outcome of applications by 30 June 2019.

### 3. Strategic Implications

#### 3.1 Legislative/Legal Implications

There are no legislative/legal implications arising as a direct result of this report.

#### 3.2 Corporate Plan / Operational Plan

Strengthening Communities: Safe Neighbourhoods - a safe and resilient community.

#### 3.3 Policy Implications

Applications for funding under the Road Safety Grant will be administered in accordance with the updated Community Grants Policy (No. 2150-030) as provided in Supporting Information #2.

#### 3.4 Risk Management Implications

There are no risk management implications associated with this report.

#### 3.5 Delegated Authority Implications

There are no delegated authority implications arising as a direct result of this report.

*ITEM 6.1 ROAD SAFETY GRANT - REGIONAL - A18207584 (Cont.)*

3.6 Financial Implications

As part of its adopted 2018/19 operational budget, Council has provided funding towards the delivery of the Road Safety Grant (20258.014.22012).

3.7 Economic Benefit

There are no economic benefit implications arising as a direct result of this report.

3.8 Environmental Implications

There are no environmental implications arising as a direct result of this report.

3.9 Social Implications

The Road Safety Grant will benefit the community by providing activities that will improve personal and community safety associated with road use.

3.10 Consultation / Communication

All Councillors and the following officers were consulted in the development of the Road Safety Grant.

- Director Community and Environmental Services;
- Manager Community Services, Sport and Recreation;
- Community Planning and Resources Manager;
- Senior Grants and Partnerships Officer.

**ITEM 6.2**

**MORETON BAY REGIONAL COUNCIL SCHOLARSHIP PROGRAM - REGIONAL**

*Meeting / Session:* 6 LIFESTYLE & AMENITY  
*Reference:* A18140537: 17 January 2019  
*Responsible Officer:* SN, Community and Cultural Programs Officer (CES Community Services, Sport & Recreation)

**Executive Summary**

This report seeks Council's approval to establish a Moreton Bay Regional Council Scholarship Program for eligible students studying at the University of the Sunshine Coast (USC) Moreton Bay campus.

Commencing in 2020, the program will contribute towards the achievement of strategic objectives as detailed in Council's *Corporate Plan (2017-2022)*, *Community Plan (2011-2021)* and *Economic Development Action Plan (2017-2022)*.

**COMMITTEE RECOMMENDATION**

Moved by Cr Allan Sutherland (Mayor)

Seconded by Cr Mick Gillam

CARRIED 12/0

1. That Council approve the establishment of a Moreton Bay Regional Council Scholarship Program in partnership with the University of the Sunshine Coast.
2. That in accordance with section 235(a) of the Local Government Regulation 2012, Council is satisfied that University of the Sunshine Coast is the sole supplier who is reasonably available for the provision of the Moreton Bay Scholarship Program.
3. That Council enter into a three-year (2020 - 2022) Scholarship Agreement with the University of the Sunshine Coast.
4. That the Chief Executive Officer be authorised to take all action necessary including, but not limited to, negotiating, making, amending, signing and discharging the Scholarship Agreement and any required variations of the Scholarship Agreement on the Council's behalf, as described in this report.

ITEM 6.2 MORETON BAY REGIONAL COUNCIL SCHOLARSHIP PROGRAM - REGIONAL - A18140537 (Cont.)

## REPORT DETAIL

### 1. Background

The soon to be established USC Moreton Bay campus presents a unique opportunity to increase university participation rates throughout the region which currently stand at approximately half the national average. As a region with areas of low socio-economic advantage, it is recognised that many individuals and families experience barriers to participation in tertiary education.

Accordingly, in May 2018 Council initiated discussions with the USC to consider a partnership to offer scholarships to eligible students in the Moreton Bay region that, due to economic barriers, may otherwise be unable to engage in or sustain tertiary studies. As the product of these discussions, the proposed Moreton Bay Regional Council (MBRC) Scholarship Program was developed.

### 2. Explanation of Item

The proposed MBRC Scholarship Program will offer eight scholarships per calendar year to eligible students. A Council investment of \$8,000 per student, per annum will be made for the duration of a scholarship recipient's undergraduate degree.

All scholarship funds will be provided as a 'cash contribution'; meaning successful recipients can expend the funds on ancillary costs to support their studies. Examples of ancillary costs include the purchase of text books, living expenses and travel.

To be considered for a MBRC Scholarship, students will be required to meet the following eligibility criteria:

- be enrolled as a full-time undergraduate student at USC's Moreton Bay campus in a single or double degree;
- be a resident of the region for a minimum of two years immediately prior, and at the time of the application;
- have graduated from year 12 studies no more than two years prior to commencement at USC's Moreton Bay campus;
- achieve an OP1 – 10 or ATAR equivalent 99-77.35;
- be experiencing financial hardship; and
- be a permanent resident of Australia, Australian citizen, New Zealand citizen or a permanent Australian Humanitarian Visa holder.

Selection of MBRC Scholarship recipients will be undertaken with consideration to the extent of the applicant's financial need, community contributions and leadership skills (past, present and aspirational).

In accordance with the arrangements in place for USC's other scholarship programs, all aspects of program administration for the MBRC Scholarship Program, including the selection of scholarship recipients, will be managed by USC. Council may however choose to designate a senior council officer to participate in the selection process.

This report recommends that Council approve the establishment of the MBRC Scholarship Program in partnership with USC, commencing 2020. Further, it is recommended that the Chief Executive Officer be authorised to take all action necessary to finalise the Scholarship Agreement between Council and USC, as described in this report.

### 3. Strategic Implications

#### 3.1 Legislative/Legal Implications

In accordance with section 235(a) of the *Local Government Regulation 2012*, the Council may, by resolution, enter into a contract without complying with section 225 (Medium-sized contractual arrangement - quotes required) of the Regulation. Such a resolution can only be passed if the Council is satisfied that there is only one supplier reasonably available for the supply of the services.

ITEM 6.2 MORETON BAY REGIONAL COUNCIL SCHOLARSHIP PROGRAM - REGIONAL - A18140537 (Cont.)

3.2 Corporate Plan / Operational Plan

Creating Opportunities: A place where people of all ages have easy access to education and training opportunities.

3.3 Policy Implications

There are no policy implications arising as a direct result of this report.

3.4 Risk Management Implications

The Scholarship Agreement details ways in which both USC and Council can reduce the risks associated with the program. Table 1 below provides an overview of the key identified risks, the likelihood of these risks occurring, and the mitigation strategies to be adopted.

Table 1: Risk Analysis

Potential Risk	Likelihood	Risk Mitigation Strategies
A MBRC Scholarship recipient does not complete their studies.	Low- Medium	<p>1) Successful scholarship recipients receive a Letter of Offer outlining the terms and conditions of the scholarship that is accepted prior to receiving the scholarship.</p> <p>The Letter of Offer stipulates a student must:</p> <ul style="list-style-type: none"> <li>- maintain full-time enrolment in their academic program;</li> <li>- maintain a GPA of 4.5 or above throughout their degree, monitored by USC; and</li> <li>- not break their studies for more than a maximum leave of absence of two semesters.</li> </ul> <p>USC employ a range of support mechanisms to assist students in maintaining their GPA and completing their studies.</p> <p>2) In the instance where a scholarship recipient ceases their studies prior to graduating, USC may undergo a targeted campaign to identify an eligible student to see out the duration of that scholarship.</p>
A MBRC Scholarship recipient brings Council into disrepute.	Low	<p>1) USC will contact written references during the selection process to verify a student's achievements and character profile.</p> <p>2) The Letter of Offer indicates a scholarship may be terminated in instances where a student:</p> <ul style="list-style-type: none"> <li>- ceases to meet the eligibility criteria, other than during a period in which the scholarship has been suspended;</li> <li>- does not resume study at the conclusion of a period of leave;</li> <li>- is guilty of serious misconduct as determined by USC;</li> <li>- fails to uphold the expectations of the USC Student Charter or bring USC or (by implication) Council into disrepute; or</li> <li>- fails to maintain satisfactory academic progress.</li> </ul>

ITEM 6.2 MORETON BAY REGIONAL COUNCIL SCHOLARSHIP PROGRAM - REGIONAL - A18140537 (Cont.)

Potential Risk	Likelihood	Risk Mitigation Strategies
The MBRC Scholarship program is undersubscribed.	Low	1) An extensive communications plan has been developed in partnership with USC to promote both the launch of the program in 2020 and its ongoing delivery throughout the term of the Scholarship Agreement.  2) Should all scholarships not be awarded at the commencement of each calendar year, Council may choose to offer the remaining scholarships during the mid-year intake or support more than eight recipients in the following year.

3.5 Delegated Authority Implications

As per Officer's Recommendation 4 of this report, it is proposed that the Chief Executive Officer be authorised to take all action necessary to negotiate and execute the Scholarship Agreement.

3.6 Financial Implications

Table 2 below provides an overview of the projected Council investment required to support the program over the proposed three-year agreement.

Table 2: Total Council Investment (based on 4-year degrees)

Year	Annual Cost to Council	Running Cost to Council
1	\$64,000	\$64,000
2	\$128,000	\$192,000
3	\$192,000	\$384,000
4	\$192,000	\$576,000
5	\$128,000	\$704,000
6	\$64,000	<b>\$768,000</b>

The above calculations are based on all scholarships being awarded to recipients undertaking 4-year degrees. It is however recognised that a proportion of scholarships may be awarded for either 3-year degrees or 5-year double degrees. Accordingly, whilst the likely Council investment required to support the program is projected to be not greater than \$768,000 over a 6-year period, the minimum budget exposure to Council would be \$576,000 over a 5-year period (all scholarships awarded for 3-year degrees) and the maximum budget exposure would be \$960,000 over a 7 year period (all scholarships awarded for 5-year degrees).

3.7 Economic Benefit

The delivery of the MBRC Scholarship program would support the achievement of various actions and targets within Council's *Economic Development Action Plan 2017 - 2022* including:

- Action: Increase the participation rate of higher education students in the region; and
- Target: Enrolment of 10,000 students at USC Moreton Bay campus by 2030.

3.8 Environmental Implications

There are no environmental implications arising as a direct result of this report.

3.9 Social Implications

The Moreton Bay region's higher education rate is approximately half the national average. Furthermore, according to the Australian Bureau of Statistics students living in low socio-economic areas are significantly less likely to complete Year 12 studies and engage in tertiary education.

*ITEM 6.2 MORETON BAY REGIONAL COUNCIL SCHOLARSHIP PROGRAM - REGIONAL - A18140537 (Cont.)*

Council's Community Plan 2021 sets a target (No. 14) to *Improve the socio-economic profile of local communities*. With education attainment being one of the primary factors influencing a community's socio-economic profile, the MBRC Scholarship Program is expected to provide a direct and tangible contribution to the achievement of this strategic objective and assist to improve the region's higher education rate.

### 3.10 Consultation / Communication

#### External

The following representatives of USC were consulted in the development of the MBRC Scholarship Program:

- Pro-Vice Chancellor;
- Director of Development; and
- Manager Marketing and External Engagement.

#### Internal

- All Councillors (Council Workshops - 11 October 2018 and 14 February 2019); and
- Various Council departments, including Community Services, Sport and Recreation, Legal Services and Corporate Communications.

**7 ECONOMIC DEVELOPMENT, EVENTS & TOURISM SESSION (Cr P Flannery)**

No items for consideration.

**8 REGIONAL INNOVATION (Cr D Grimwade)**

No items for consideration.

## 9 GENERAL BUSINESS

### ITEM 9.1 REGIONAL EVENTS

Cr Adam Hain reported on his attendance at the **2<sup>nd</sup> graduation of Reclink Caboolture** - a Skilling Queenslanders for Work Initiative. This project involves participants working around Centenary Lakes with a success rate of 78% being employed with over 90% of the participants going onto bigger and better things.

Cr Adam Hain mentioned his attendance at the **40<sup>th</sup> Anniversary of Caboolture Meals on Wheels**. Cr Adrian Raedel and Hon Mark Ryan MP were also in attendance along with the 105-year-old ex-president.

#### COMMITTEE RECOMMENDATION

Moved by Cr Adam Hain

Seconded by Cr Adrian Raedel

CARRIED 12/0

That a Mayoral letter of congratulation be sent to Caboolture Meals on Wheels congratulating them on their 40<sup>th</sup> anniversary of providing services to the area.

### ITEM 9.2 CONDOLENCE - MRS DORIS CHRISTIANSEN

#### COMMITTEE RECOMMENDATION

Moved by Cr Koliana Winchester

Seconded by Cr Mick Gillam

CARRIED 12/0

That the Mayor send a card of condolence to the family of the late Mrs Doris Christiansen.

**CLOSED SESSION (Confidential items)**

*(Resolution the meeting be closed under s275 of the Local Government Regulation 2012)*

**CLOSED SESSION**

**COMMITTEE RECOMMENDATION**

Moved by Cr Denise Sims

Seconded by Cr Adrian Raedel

**CARRIED 12/0**

That Committee move into closed session pursuant to the provisions of s275 (1) of the Local Government Regulation 2012 to discuss Items C.1 and C.2.

Members of the press and public gallery left the Chambers.  
The closed session commenced at 11.08am.

**OPEN SESSION**

**COMMITTEE RECOMMENDATION**

Moved by Cr Adrian Raedel

Seconded by Cr Koliana Winchester

**CARRIED 12/0**

That Committee resume in open session and that the following recommendations be made.

The open session resumed at 11.23am.

**CLOSED SESSION (Confidential items)**

*(Resolution the meeting be closed under s275 of the Local Government Regulation 2012)*

**ITEM C.1 – CONFIDENTIAL**

**PROPOSED LEASE - TELECOMMUNICATIONS FACILITY - DIVISION 1**

**Meeting / Session:** 8 Regional Innovation (Cr D Grimwade)

**Reference:** A18162096 : 5 February 2019 - Refer **Confidential** Supporting Information  
**A18162719**

**Responsible Officer:** AS, Property Services Manager (CES Property & Commercial Services)

**Basis of Confidentiality**

Pursuant to s275(1) of the Local Government Regulation 2012, clause (e), as the matter involves contracts proposed to be made by the Council.

**Executive Summary**

This report seeks Council's approval for the provision of a lease to Optus Mobile Pty Limited, for use as a telecommunications facility on the terms outlined in this report.

**COMMITTEE RECOMMENDATION**

Moved by Cr Brooke Savige

Seconded by Cr James Houghton

**CARRIED 12/0**

1. That the exception contained in section 236(1)(c)(vi) of the Local Government Regulation 2012 applies to the Council regarding the disposal of the property referred to in this report.
2. That Optus Mobile Pty Limited (ACN 054 365 696) be granted a lease over Lease P in Lot 1 on RP100172 on SP283598 on the terms outlined in this report.
3. That the Chief Executive Officer be authorised to take all action necessary including, but not limited to, negotiating, making, amending, signing and discharging the lease and any required variations of the lease on the Council's behalf, as described in this report.

**ITEM C.2 – CONFIDENTIAL**  
**CONTRACT FOR SUPPLY OR SERVICES TO UNDERTAKE ORGANISATIONAL  
REVIEW - REGIONAL**

**Meeting / Session:** 1 Governance (Cr A Sutherland, Mayor)  
**Reference:** A18246840 : 25 February 2019  
**Responsible Officer:** AM, Acting Chief Executive Officer (CEOs Office)

**Basis of Confidentiality**

Pursuant to s275 (1) of the Local Government Regulation 2012, clause (e), as the matter involves contracts proposed to be made by the Council.

**Executive Summary**

Council resolved on 19 February 2019 that the Mayor or Chief Executive Officer appoint a suitably qualified and experienced company to undertake an organisational review.

Pursuant to that resolution, and in accordance with discussions with the Mayor, it is proposed to appoint Grassroots Connections Australia Pty Ltd.

Grassroots Connections Australia Pty Ltd is a consultancy service company registered with Local Buy as a prequalified supplier (BUS 249-0519). Such appointment is permitted to be made pursuant to section 234(2) of the *Local Government Regulation 2012*.

**COMMITTEE RECOMMENDATION**

Moved by Cr Koliانا Winchester

Seconded by Cr Peter Flannery

**CARRIED 12/0**

**That Council agrees to the appointment of Grassroots Connections Australia Pty Ltd to undertake the organisational review.**

**CLOSURE**

There being no further business the Chairperson closed the meeting at 11.24am.