



REPORT

Coordination Committee Meeting

Tuesday 2 April 2019
commencing at 10.36am

Caboolture Chambers
2 Hasking Street, Caboolture

ENDORSED GM20190402

CHAIRPERSON'S REPORT

The recommendations contained within this report of the Coordination Committee meeting held 2 April 2019 are recommended to the Council for adoption.

COUNCILLOR MIKE CHARLTON (DEPUTY MAYOR)
CHAIRPERSON
COORDINATION COMMITTEE

Membership = 13
Mayor and all Councillors

Quorum = 7

Adoption Extract from General Meeting – 2 April 2019 (Page 19/537)

**12.1 Coordination Committee Meeting - 2 April 2019
(Pages 19/539 - 19/552)**

RESOLUTION

Moved by Cr Denise Sims

Seconded by Cr Mick Gillam

CARRIED 12/0

That the report and recommendations of the Coordination Committee meeting held 2 April 2019 be adopted.

LIST OF ITEMS

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2 PLANNING & DEVELOPMENT SESSION (Cr M Gillam)

3 CORPORATE SERVICES SESSION (Cr M Constance)

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6 LIFESTYLE & AMENITY SESSION (Cr D Sims)

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

8 REGIONAL INNOVATION (Cr D Grimwade)

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Moreton Bay Regional Council

COORDINATION COMMITTEE MEETING
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CLOSURE

ATTENDANCE & APOLOGIES

Attendance:

Committee Members:

Cr Mike Charlton (Deputy 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 Matthew Constance
Cr Darren Grimwade
Cr Adrian Raedel

Officers:

Chief Executive Officer	(Mr Daryl Hitzman)
Director Community & Environmental Services	(Mr Bill Halpin)
Director Engineering, Construction & Maintenance	(Mr Tony Martini)
Director Infrastructure Planning	(Mr Andrew Ryan)
Director Planning & Economic Development	(Mr Mike Pickering)
Meeting Support	(Larissa Kerrisk and Kim Reid)

Apologies:

Cr Allan Sutherland (Mayor) who is representing Council at the Local Government of Queensland's General Meeting.

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:

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)

ITEM 3.1

2019/20 FEES AND CHARGES SCHEDULE - COMMUNITY AND ENVIRONMENTAL SERVICES - REGIONAL

Meeting / Session: 3 CORPORATE SERVICES
Reference: A18316867 : 27 March 2019 - **Refer Supporting Information A18373037**
Responsible Officer: BH, Director Community & Environmental Services (CES Directorate)

Executive Summary

The proposed Schedule of Fees and Charges for the 2019/20 financial year for the Community & Environmental Services Directorate is submitted for adoption.

COMMITTEE RECOMMENDATION

Moved by Cr Adrian Raedel

Seconded by Cr Darren Grimwade

CARRIED 12/0

That the Schedule of Fees and Charges for the 2019/20 financial year for the Community & Environmental Services Directorate be adopted, as tabled.

ITEM 3.1 2019/20 FEES AND CHARGES SCHEDULE - COMMUNITY AND ENVIRONMENTAL SERVICES - REGIONAL - A18316867 (Cont.)

OFFICER'S RECOMMENDATION

That the Schedule of Fees and Charges for the 2019/20 financial year for the Community & Environmental Services Directorate be adopted, as tabled.

REPORT DETAIL

1. Background

Council recently conducted a series of workshops to review the proposed fees and charges applicable to the 2019/20 financial year for the Community & Environmental Services Directorate. The outcome of those workshops is attached as Supporting Information #1.

It is prudent for Council to adopt its 2019/20 Schedule of Fees and Charges as early as practical in advance of the forthcoming financial year to enable adequate communication to relevant stakeholders and to allow corporate systems to be updated.

2. Explanation of Item

The Schedule of Fees and Charges for 2019/20 represents all the 2019/20 Fees and Charges as they relate to the Community & Environmental Services Directorate to be presented for adoption.

Circumstances may arise during the financial year whereby certain fees and charges may require amending. Should this eventuate, a further report will be presented to Council with those proposed amendments.

3. Strategic Implications

3.1 Legislative/Legal Implications

All fees identified in the attached Supporting Information have been prepared in accordance with the *Local Government Act 2009*.

3.2 Corporate Plan / Operational Plan

Strengthening Communities: Strong local governance - strong leadership and governance.

3.3 Policy Implications

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

3.4 Risk Management Implications

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

3.5 Delegated Authority Implications

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

3.6 Financial Implications

Fees and charges represent a significant component of Council's operational revenues and feeds into Council's annual budget process.

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.

ITEM 3.1 2019/20 FEES AND CHARGES SCHEDULE - COMMUNITY AND ENVIRONMENTAL SERVICES - REGIONAL - A18316867 (Cont.)

3.9 Social Implications

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

3.10 Consultation / Communication

Council

Property Services Department officers

Regulatory Services Department officers

Customer & Cultural Services Department officers

Community Services, Sport & Recreation Department officers

Environmental Services Department officers

Manager Financial and Project Services

4 ASSET CONSTRUCTION & MAINTENANCE SESSION

(Cr A Hain)

ITEM 4.1

BAY AVENUE DECEPTION BAY - DRAINAGE RESTORATION WORKS - DIVISION 5

Meeting / Session: 4 ASSET CONSTRUCTION & MAINTENANCE

Reference: A18244207 : 14 March 2019 - Refer **Confidential** Supporting Information
A18137815

Responsible Officer: JV, Graduate Engineer (ECM Asset Maintenance)

Executive Summary

Tenders were called for the 'Drainage Restoration Works - Bay Avenue, Deception Bay (MBRC008257)' project through open tender via the LG Tenderbox using a schedule of rates. Tenders closed on 5 February 2019, with two conforming tenders received.

It is recommended that the tender for the 'Drainage Restoration Works - Bay Avenue, Deception Bay (MBRC008257)' be awarded to Piling & Concreting Australia (PCA) Pty Ltd T/A Piling & Civil Australia for the total sum of \$366,800.00 (excl. GST).

COMMITTEE RECOMMENDATION

Moved by Cr James Houghton

Seconded by Cr Peter Flannery

CARRIED 12/0

That the tender for 'Drainage Restoration Works - Bay Avenue, Deception Bay (MBRC008257)' be awarded to Piling & Concreting Australia Pty Ltd T/A Piling & Civil Australia for the amount of \$366,800.00 (excluding GST).

- a) That the Council enters into an agreement with Piling & Concreting Australia Pty Ltd T/A Piling & Civil Australia 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 Piling & Concreting Australia Pty Ltd T/A Piling & Civil Australia for 'Drainage Restoration Works - Bay Avenue, Deception Bay (MBRC008257)' and any required variations of the agreement on Council's behalf.

ITEM 4.1 BAY AVENUE DECEPTION BAY - DRAINAGE RESTORATION WORKS - DIVISION 5 - A18244207 (Cont.)

OFFICER'S RECOMMENDATION

That the tender for 'Drainage Restoration Works - Bay Avenue, Deception Bay (MBRC008257)' be awarded to Piling & Concreting Australia Pty Ltd T/A Piling & Civil Australia for the amount of \$366,800.00 (excluding GST).

- a) That the Council enters into an agreement with Piling & Concreting Australia Pty Ltd T/A Piling & Civil Australia 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 Piling & Concreting Australia Pty Ltd T/A Piling & Civil Australia for 'Drainage Restoration Works - Bay Avenue, Deception Bay (MBRC008257)' and any required variations of the agreement on Council's behalf.

REPORT DETAIL

1. Background

The Bay Avenue drain is an open lined concrete drain capturing the runoff from the localised area of Deception Bay and discharging into Deception Bay. It has been identified that a section of the drainage wall at Bay Avenue, Deception Bay has deteriorated and collapsed as a result of recent rain events. A temporary solution has been put in place; however, upon further inspection, there are signs of distress (vertical lateral movement) along the remaining wall and a long term permanent solution is required to stabilise the wall. Engineered designs have been sought to allow the drainage wall to be restored to a stable functional condition.

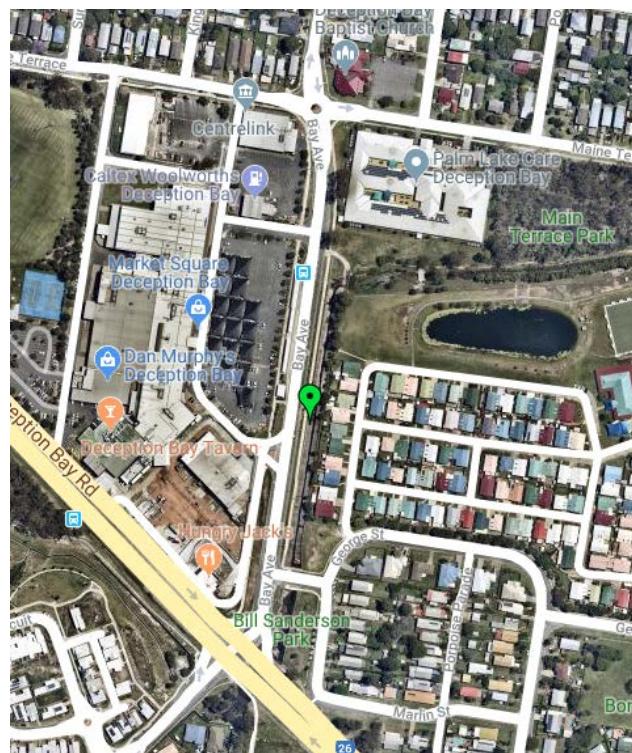


Figure 1: Location of drainage restoration works

ITEM 4.1 BAY AVENUE DECEPTION BAY - DRAINAGE RESTORATION WORKS - DIVISION 5 - A18244207 (Cont.)

2. Explanation of Item

Tenders were called for the 'Drainage Restoration Works - Bay Avenue, Deception Bay (MBRC008257)'. Tenders closed on 5 February 2019, with two conforming tenders received. The tenders were assessed by a selection panel in accordance with Council's Procurement Policy and the selection criteria as set out in the tender documents.

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

Rank	Tenderer	Evaluation Score
1	Piling & Concreting Australia Pty Ltd T/A Piling & Civil Australia	100.00
2	DCG Company Pty Ltd T/A Absolut Constructions	84.31

Piling & Concreting Australia (PCA) Pty Ltd T/A Piling & Civil Australia received the highest overall assessment score against the selection criteria. Their submission met all the requirements of the tender specification and was the lowest priced offer received. PCA provided a comprehensive tender, referencing similar types of works completed previously. Based on the tender evaluation, a tender clarification meeting was held with PCA to review their tender submission, ensuring the project could be delivered to Council's satisfaction and within budget allocation. The offer from PCA was deemed best value to Council.

DCG Company Pty Ltd T/A Absolut Constructions provided a satisfactory but less detailed tender. The additional cost associated with the offer did not provide any increased benefits to Council.

3. Strategic Implications

3.1 Legislative/Legal Implications

Due to the value of the work being greater than \$200,000, a competitive open tender process was undertaken. The tender was called 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: Healthy natural environment - a clean and healthy environment.

3.3 Policy Implications

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

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

3.4 Risk Management Implications

The project risk has been assessed and the following issues identified. The manner in which the possible impact of these risks can be minimised is detailed below.

A third-party review of financial status has been undertaken and the successful tenderer was rated 'sound', which has confirmed PCA has the capability and financial capacity to carry out the tendered works.

The potential risks associated with the works in relation to pedestrians and vehicles has been considered and the successful contractor is required to carry out all works in accordance with the MUTCD (Manual of Uniform Traffic Control Devices) and ensure the area is made safe whilst works are being carried out, prior to allowing pedestrian access.

ITEM 4.1 BAY AVENUE DECEPTION BAY - DRAINAGE RESTORATION WORKS - DIVISION 5 - A18244207 (Cont.)

3.5 Delegated Authority Implications

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

3.6 Financial Implications

Council has allocated \$400,000.00 (excl. GST) in the 2018/19 financial year for the capital restoration of this drainage asset. The recommended offer from PCA is within budget allocation. The amounts below are excluding GST.

Tender price (construction/D&C/supply/purchase)	\$ 366,800.00
Contingency (7.5%)	\$ 27,510.00
Qleave (0.475%)	\$ 1,742.30

Total Project Cost	\$ 396,052.30
	=====

The budget funds are sufficient and the project will be debited to project number 107546.

3.7 Economic Benefit

The proposed restoration will extend the life of the drain and reduce ongoing maintenance.

3.8 Environmental Implications

The restoration works will reduce the risk of any future drainage wall collapses and silt entering our waterways and Moreton Bay.

3.9 Social Implications

These works will improve the life expectancy of the existing drainage infrastructure and therefore protect Council assets, people and the environment for future and existing use.

3.10 Consultation / Communication

Senior Procurement Officers from Financial and Project Services have been consulted during the assessment and tendering process.

5 PARKS, RECREATION & SPORT SESSION

(Cr K Winchester)

No items for consideration.

6 LIFESTYLE & AMENITY SESSION

(Cr D Sims)

No items for consideration.

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

EXTENSION OF TIME FOR GRASSROOTS CONNECTIONS TO COMPLETE PART 1 OF THE REVIEW - SCOPING EXERCISE - REGIONAL (PF)

Cr Peter Flannery proposed that an extension of time be granted to Grassroots Connections Australia Pty Ltd of fifteen (15) business days from the original 30-day contract which ends on 4 April 2019. This will allow detailed analysis of the significant number of responses (1,077 current staff) to the online survey and 6,923 separate comments to fully understand the depth of concerns being expressed.

The Scoping component of the Organisation Review Proposal approved by Council was estimated at one month and the Contract of Engagement subsequently specified 30 days from commencement unless the Council agreed to an extension. The contract was signed on 28 February 2019 and work commenced onsite on Monday 4 March 2019. The period concludes on 30 April 2019.

COMMITTEE RECOMMENDATION

Moved by Cr Peter Flannery

Seconded by Cr Matt Constance

CARRIED 12/0

That the Council approve the extension of 15 business days to Tuesday 30 April 2019, for Grassroots Connections Australia Pty Ltd to finalise the scoping exercise given the significant number of responses to the survey.

ITEM 9.2

BEACHMERE LAKE FISH KILL - DIVISION 2 (PF)

COMMITTEE RECOMMENDATION

Moved by Cr Peter Flannery

Seconded by Cr Adrian Raedel

CARRIED 12/0

That a workshop be held for Council reporting on the cause and future solutions for the recent fish kill at the Beachmere Lake behind Biggs Ave, and the efficiency of the tidal exchange system for that lake.

**ITEM 9.3
WARWICK SPENCER GARDEN BUSHCARE GROUP - DIVISION 1
(BS)**

Cr Brooke Savige announced that the **Warwick Spencer Garden Bushcare Group** have hung up their gardening gloves and rakes after 23 years of service. Cr Savige said that Warwick Spencer first started the group in 1996 with Richard Millar subsequently becoming the group leader until 2017. Cr Savige advised that the group were responsible for the planting of the native flora surrounding the Community Arts Centre at Banksia Beach and she took the opportunity to thank volunteers for their time in creating and maintaining the gardens.

COMMITTEE RECOMMENDATION

Moved by Cr Brooke Savige

Seconded by Cr Darren Grimwade

CARRIED 12/0

That a Mayoral letter of congratulation be provided to Bob Beasley, John Martin and Richard Millar for the 23 years of volunteering service in the Warwick Spencer Garden Bushcare Group.

**ITEM 9.4
WHY NEIGHBOURHOODS MATTER PRESENTATION - REGIONAL
(DS)**

Cr Denise Sims advised her attendance to the '**Why Neighbourhoods Matter**' presentation by Australian social researcher, **Hugh Mackay**, held at The Corso, North Lakes on Saturday 30 March 2019. Cr Sims said that approximately 200 people attended the presentation, which included a book signing, and that it was a great event with questions from the floor to the panel lively and robust.

Cr Mike Charlton (Deputy Mayor) concurred that the topic is very important in today's world and reinforces that neighbourhoods are working well. Cr Charlton said that programs like this provide people with the skills necessary to promote good neighbourhoods.

COMMITTEE RECOMMENDATION

Moved by Cr Denise Sims

Seconded by Cr Julie Greer

CARRIED 12/0

That a Letter of Appreciation be provided to staff for the successful organisation of the 'Why Neighbourhoods Matter' event.

**ITEM 9.5
KALLANGUR LIONS CLUB 50TH ANNIVERSARY - DIVISION 7
(DS)**

Cr Denise Sims attended **Kallangur Lions Club 50th Anniversary Dinner** celebrations on Saturday 30 March 2019. Cr Sims said that it was a great event celebrating the club's 50 years of service and reported that former Pine Rivers Shire Mayor, Yvonne Chapman and Councillor, Yvonne Barlow provided singing entertainment at the event.

COMMITTEE RECOMMENDATION

Moved by Cr Denise Sims
Seconded by Cr Julie Greer

CARRIED 12/0

That a Mayoral letter of congratulation be provided to the Kallangur Lions Club for their 50 years of service to the community.

**ITEM 9.6
KABULTUR EASTENDERS BUSHCARE GROUP- DIVISION 3
(AH)**

Cr Adam Hain reported the closure of the **Kabultur Eastenders Bushcare Group**. Cr Hain said that the group was founded in 2002, before previously working with Friends of Lagoon Creek Group from 1998 and noted that the group's leader, Dick McKean, led the restoration and regeneration of areas surrounding Lagoon Creek as well as W.G. Buckle Reserve.

COMMITTEE RECOMMENDATION

Moved by Cr Adam Hain
Seconded by Cr Adrian Raedel

CARRIED 12/0

That a Certificate of Appreciation from the Mayor and Cr Adam Hain be sent to Dick McKean of Kabultur Eastenders Group for their service to the community.

**ITEM 9.7
CABOOLTURE EAST NEIGHBOURHOOD WATCH - DIVISION 3
(AH)**

Cr Adam Hain reported the closure of the Caboolture East Neighbourhood Watch group.

COMMITTEE RECOMMENDATION

Moved by Cr Adam Hain
Seconded by Cr Adrian Raedel

CARRIED 12/0

That a Certificate of Appreciation to be sent to John and Jeanette Hellen for their service to the Caboolture East Neighbourhood Watch group.

**ITEM 9.8
HUGO AND OSCAR WILLIAMS - DIVISION 10
(MC)**

Cr Matt Constance acknowledged the efforts of two young boys with muscular dystrophy, Hugo and Oscar Williams from Ferny Hills, in their recent climb on Mt Kosciuszko. Cr Constance said that climbing a mountain was on Oscar's wish list and that the boys managed to climb to an elevation of 2000m but were faced with unseasonable snow conditions on the mountain.

COMMITTEE RECOMMENDATION

Moved by Cr Matt Constance

Seconded by Cr Mick Gillam

CARRIED 12/0

That a Mayoral letter of congratulation be sent to Hugo and Oscar Williams for their efforts in climbing Mt Kosciuszko.

**ITEM 9.9
REGIONAL EVENTS**

Cr Mick Gillam reported the cancellation of the **Park Vibes** event due to rain at Pine Rivers Park on Saturday 30 March 2019. Cr Gillam said that this was the second of two events to be cancelled at Pine Rivers park due to bad weather.

Cr Koliana Winchester attended along with Cr James Houghton and Cr Adam Hain, **Round 4 of the Intrust Super Cup game** between Redcliffe Dolphins and Souths Logan Magpies held at Dolphin Stadium on Saturday 30 March 2019. Cr Winchester said that this was the first win of the season for the Redcliffe Dolphins who won by one point.

Cr Adam Hain reported his attendance to the launch of the **PCYC Braking the Cycle program** for Deception Bay and Caboolture last Friday 29 March 2019. Cr Hain said that the program had already been running at PCYC Pine Rivers and is a volunteer driver mentor program to assist learner drivers to obtain their drivers licence, adding that it was good to see the program being launched in the area.

Cr Mike Gillam reported that he is a mentor to the program at the Pine Rivers PCYC to help disadvantaged young people obtain a drivers licence. Cr Gillam said that it is an incredible experience helping young people get through their 100 hours experience resulting in a licence, and encouraged others to enter the mentoring program.

CLOSURE

There being no further business the Chairperson closed the meeting at 10.58am.