



AGENDA

Coordination Committee Meeting

Tuesday 20 November 2018
commencing at 10.30am

Caboolture Chambers
2 Hasking Street, Caboolture

COUNCILLOR:

NOTICE IS HEREBY GIVEN, that a meeting of the Coordination Committee will be held on Tuesday 20 November 2018 commencing at 10.30am in Caboolture Chambers, 2 Hasking Street, Caboolture to give consideration to the matters listed on this agenda.

Daryl Hitzman
Chief Executive Officer

15 November 2018

Membership = 13
Mayor and all Councillors

Quorum = 7

[Agenda for public distribution](#)

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

8 REGIONAL INNOVATION (Cr D Grimwade)

9 GENERAL BUSINESS

ATTENDANCE & APOLOGIES

Attendance:

Committee Members:

Cr Allan Sutherland (Mayor) (Chairperson)

Officers:

Apologies:

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)

**ITEM 1.1
COUNCIL POLICIES - REGIONAL**

Meeting / Session: 1 GOVERNANCE
Reference: A17820797 : 9 November 2018 - **Refer Supporting Information A17819047 & A16591994**
Responsible Officer: HK, Executive Support Officer (CEOs Office)

Executive Summary

Council regularly reviews its Policies for applicability, continuing effect and consistency with related documents and the law.

The purpose of this report is to seek Council's consideration of the following policies, as appearing in the supporting information to this report:

- Policy 2150-100 - Minor Capital Works Program, superseding Policy 62-2150 - Allocation of Divisional Funds to Capital Works and associated Policy Directive 62-2180-001 - Undertaking Capital Works Projects Using Divisional Funds.
- Policy 2150-004 - Acceptable Requests by Councillors for Advice or Information.

OFFICER'S RECOMMENDATION

That the following policies, be adopted, as appearing in the supporting information to this report:

- Policy 2150-100 - Minor Capital Works Program superseding Policy 62-2150 - Allocation of Divisional Funds to Capital Works and associated Policy Directive 62-2180-001 - Undertaking Capital Works Projects Using Divisional Funds.
- Policy 2150-004 - Acceptable Requests by Councillors for Advice or Information.

ITEM 1.1 COUNCIL POLICIES - REGIONAL - A17820797 (Cont.)

REPORT DETAIL

1. Background

In accordance with the review triggers, Council reviews its Policies for applicability, effectiveness and consistency with related documents and the law.

2. Explanation of Item

An explanation of the objective and amendments made to the identified policies is outlined below:

Policy 2150-100 - Minor Capital Works Program

Objective: to provide a framework for administering Council's Minor Capital Works Program.

Summary of amendments: Amendments have been effected to provide clearer guidelines for the prudent allocation and expenditure of funds on capital projects through its Minor Capital Works Program.

This policy will supersede Policy 62-2150 - Allocation of Divisional Funds to Capital Works and associated Policy Directive 62-2180-001 - Undertaking Capital Works Projects Using Divisional Funds.

Policy 2150-004 - Acceptable Requests by Councillors for Advice or Information

Objective: to provide guidelines in accordance with section 170A of the *Local Government Act 2009* about the way in which a Councillor can request advice from a Council employee, or information from the Chief Executive Officer in order to assist the Councillor in carrying out their responsibilities, and the reasonable limits on those requests.

Summary of amendments: Minor amendments have been effected updating references to legislation and definitions and to provide clearer guidelines for the administering of requests.

3. Strategic Implications

3.1 Legislative/Legal Implications

These policies have been developed in accordance with the *Local Government Act 2009* and the Local Government Regulation 2012.

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

Council regularly reviews its Policies for applicability, effectiveness and consistency with related documents and the law.

3.4 Risk Management Implications

These Policies ensure that Council fulfils all relevant legal obligations.

3.5 Delegated Authority Implications

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

3.6 Financial Implications

Capital works under the Minor Capital Works Program must be included in Council's annual capital works program where possible, and be consistent with its corporate plan, long-term management plan and annual budget.

3.7 Economic Benefit

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

ITEM 1.1 COUNCIL POLICIES - REGIONAL - A17820797 (Cont.)

3.8 Environmental Implications

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

3.9 Social Implications

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

3.10 Consultation / Communication

Consultation has been carried out with Council, Chief Executive Officer, the Executive Management Team, Executive Services and Legal Services.

SUPPORTING INFORMATION

Ref: A17819047 & A16591994

The following list of supporting information is provided for:

ITEM 1.1

COUNCIL POLICIES - REGIONAL

#1 Policy 2150-100 - Minor Capital Works Program

#2 Policy 2150-004 - Acceptable Requests by Councillors for Advice or Information

ITEM 1.1 - COUNCIL POLICIES - REGIONAL (Cont.)
#1 Minor Capital Works Program Policy: 2150-100



Policy: 2150-100

Minor Capital Works Program

Head of Power

Local Government Act 2009
Local Government Regulation 2012

Objective

The objective of this Policy is to provide a framework for administering Council's Minor Capital Works Program.

Definitions

Minor Capital Works Program is an annual program of minor capital works for each Council Division.

Application

This policy applies to all capital works undertaken under Council's Minor Capital Works Program.

Policy Statement

Council is committed to the prudent allocation and expenditure of funds on capital projects through its Minor Capital Works Program.

Capital works under the Minor Capital Works Program must be:

- (a) Works on assets which are either owned by, or are under the control of Council, or involve the creation of a new asset or assets which will be owned by or controlled by Council;
- (b) Planned and delivered based on an assessment of infrastructure needs by Council officers in consultation with the Divisional Councillor;
- (c) Approved by the Director Engineering, Construction and Maintenance;
- (d) Included in Council's annual capital works program where possible; and
- (e) Consistent with the Council's corporate plan, long-term asset management plan and annual budget.

The amount of funding allocated to the Minor Capital Works Program is determined by Council in accordance with its annual budget process.

Related Documents

Nil.

Review Triggers

This Policy will be reviewed for applicability, continuing effect and consistency with related documents and the Law when any of the following occurs:

- (1) The related documents are amended.
- (2) The related documents are replaced by new documents.
- (3) Amendments affecting the scope and effect of a Policy of this nature are made to the Law.

Otherwise, this Policy is to be reviewed at least once every two years for relevance and effectiveness.



Policy: 2150-100 - Minor Capital Works Program

Responsibility

This Policy is to be:

- (1) implemented by the CEO; and
- (2) reviewed and amended in accordance with the "Review Triggers" by the CEO.

Policy: 2150-100		Official Version: Atba	
Minor Capital Works Program			
Document Control			
Version / Reviewed	Version Adoption (Council meeting / Minute Page) Reviewed (revision comment)	Date	Word version reference
Version 1	Supersedes Policy 62-2150-001 - Allocation of Divisional Funds to Capital Works	xx.11.2018	A17819047

ITEM 1.1 - COUNCIL POLICIES - REGIONAL (Cont.)

#2 Policy 2150-004 - Acceptable Requests by Councillors for Advice or Information



Policy: 2150-004

Acceptable Requests by Councillors for Advice or Information

Head of Power

Local Government Act 2009

Related Legislation

Public Sector Ethics Act 1994
Local Government Regulation 2012

Objective

The objective of this Policy is to provide guidelines in accordance with section 170A of the *Local Government Act 2009* about the way in which a Councillor can request advice from a Council employee, or information from the Chief Executive Officer in order to assist the Councillor in carrying out their responsibilities, and the reasonable limits on those requests.

Definitions

CEO means Council's Chief Executive Officer.

Employee means all employees of Council, whether employed on a permanent, temporary, or part-time basis.

Law includes Council policies and directives.

Application

This Policy applies to requests made by Councillors to employees for advice, or to the Chief Executive Officer for information. This Policy does not apply to the Mayor.

Policy Statement

Requests for Advice

Councillors seeking advice from employees to assist them in carrying out their responsibilities must follow the guidelines below:

1. Requests for advice must be made in a professional manner.
2. Councillors must not behave in an overbearing or threatening manner.
3. Councillors must not direct or pressure employees in relation to their work or the recommendations they should make.
4. Requests for advice must be directed as follows:
 - (a) From a Council Department, Councillors may request advice of a nature similar to that given to the public.
 - (b) All other requests for advice must be directed to the CEO or the relevant Director/Manager, and may be required in writing.

ITEM 1.1 - COUNCIL POLICIES - REGIONAL (Cont.)



Policy: 2150-004 - Acceptable Requests by Councillors for Advice or Information

5. Where urgent advice is required after-hours, Councillors may contact the CEO, relevant Director or Manager as appropriate.

Employees responding to requests for advice from a Councillor must follow the guidelines below:

1. Any significant or substantial advice should be provided in writing where practicable and appropriate.
2. Advice that is provided to one Councillor should, where practicable and relevant, be provided to all Councillors, CEO and Directors.
3. If a Councillor makes a request to an employee contrary to this Policy, the CEO or Director should be informed as soon as is practicable.

Information Requests

In accordance with section 170A(2) of the *Local Government Act 2009*, all requests for information should be directed to the CEO who will facilitate a response to the request.

Related Documents

This Policy complements and is to be implemented in conjunction with other Council policies and directives, including but not limited to the Employee Code of Conduct.

Review Triggers

This Policy will be reviewed for applicability, continuing effect and consistency with related documents and the Law when any of the following occurs:

- (1) The related documents are amended.
- (2) The related documents are replaced by new documents.
- (3) Amendments affecting the scope and effect of a Policy of this nature are made to the Law.

Otherwise, this Policy is to be reviewed at least once every two years for relevance and effectiveness .

Responsibility

This Policy is to be:

- (1) implemented by the CEO; and
- (2) reviewed and amended in accordance with the “Review Triggers” by the CEO.

Policy: 2150-004			Official Version: A7972428
Acceptable Requests by Councillors for Advice or Information			
Document Control			
Version / Reviewed	Version Adoption (Council meeting / Minute Page) Reviewed (revision comment)	Date	Word version reference
Version 1	Coordination Committee (MP 10/1624-5)	13.7.2010	A8017905
Version 2	Coordination Committee (MP 13/497)	26.3.2013	Version of PDF
Version 3	Coordination Committee (MP 16/1012)	14.6.2016	A13292679
Version 4	DRAFT	.2018	A16591994

ITEM 1.2
REVIEW OF LOCAL GOVERNMENT DIVISIONS - REGIONAL

Meeting / Session: 1 GOVERNANCE
Reference: A17836843 : 14 November 2018 - **Refer Supporting Information A17836542, A17836539, A17836538, A17836540, A17836537**
Responsible Officer: DD, Acting Manager Executive Services (CEOs Office)

Executive Summary

Under Section 16 of the *Local Government Act 2009* Council is required to review whether each of its divisions has a “reasonable proportion of electors”. In advising whether any divisions are out of quota, Council may also make suggestions on how future divisional boundaries can be established.

Council has undertaken the necessary review, the outcome of which is recommended to the Council for adoption and notification to the Minister of Local Government, Racing & Multicultural Affairs and the Electoral Commissioner.

OFFICER’S RECOMMENDATION

That the Minister for Local Government, Racing & Multicultural Affairs and the Electoral Commissioner of Queensland be notified of the outcome of Council’s review of each division in its region required pursuant to section 16 of the *Local Government Act 2009*, including the suggested boundary adjustments between:

- Division 3 and Division 12;
- Division 4 and Division 7;
- Division 7 and Division 8;
- Division 8 and Division 9; and
- Division 9 and Division 10.

as identified on the maps contained within supporting information #1 to #5 to this report.

ITEM 1.2 REVIEW OF LOCAL GOVERNMENT DIVISIONS - REGIONAL - A17836843 (Cont.)

REPORT DETAIL

1. Background

Under section 15 of the *Local Government Act 2009* (the Act), each Council division must have a 'reasonable proportion of electors'. A reasonable proportion of electors is the number of electors that is worked out by dividing the total number of electors in a local government area (as nearly as can be found out) by the number of Councillors (other than the Mayor), plus or minus 10 percent (for a local government with more than 10,000 electors).

Under section 16 of the Act, Council is required to review whether each of its divisions has a reasonable proportion of electors. A division is considered 'within quota' if it is consistent with the reasonable proportion of electors.

In advising whether any divisions are 'out of quota', Council may also make suggestions on how these divisional boundaries can be changed in order to bring all divisions within quota.

On 19 September 2018 the Electoral Commission of Queensland informed Council that the Local Government Change Commission (LGCC) was planning on finalising its assessments of suggested boundary adjustments for the March 2020 local government quadrennial elections by end of 2019.

As a result, Council has an opportunity to make suggestions to the Minister for Local Government, Racing & Multicultural Affairs and Electoral Commissioner on how future divisional boundaries may be established in Divisions 3, 4, 7, 8, 9, 10 and 12.

Council is required to provide written notice to the Minister for Local Government, Racing & Multicultural Affairs and Electoral Commissioner of the results of its review by 1 March 2019.

2. Explanation of Item

Using number of electors data for 2018, and projected number of electors data for 2023 from the Electoral Commission of Queensland, officers were able to estimate projected number of electors in each Council division for 2020. This data has been utilised in Council's review of divisional boundaries in preparation for the 2020 quadrennial local government elections.

The projected data identified four divisions which may be out of quota in 2020:

- Division 3 - 10.46 percent
- Division 4 - 24.59 per cent
- Division 9 - 13.09 per cent
- Division 10 - 15.78 percent

In order to bring projected enrolments within quota, boundary adjustments would be required between:

- Division 3 and Division 12;
- Division 4 and Division 7;
- Division 7 and Division 8;
- Division 8 and Division 9; and
- Division 9 and Division 10.

The suggested boundary adjustments have been identified using pragmatic boundaries encompassing relevant local communities and are highlighted in the maps contained within the supporting information #1 to #5.

3. Strategic Implications

3.1 Legislative/Legal Implications

Under Section 16 of the *Local Government Act 2009* Council is required to review whether each of its divisions has a reasonable proportion of electors and advise the Minister for Local Government,

ITEM 1.2 REVIEW OF LOCAL GOVERNMENT DIVISIONS - REGIONAL - A17836843 (Cont.)

Racing & Multicultural Affairs and Electoral Commissioner of the results of the review by 1 March 2019.

In advising whether any divisions are out of quota, Council can make suggestions on how any future divisional boundaries may be established.

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

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

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

3.10 Consultation / Communication

Mayor, Divisional Councillors and Chief Executive Officer were consulted in the undertaking of the review.

SUPPORTING INFORMATION

Ref: [A17836542](#), [A17836539](#), [A17836538](#), [A17836540](#), [A17836537](#)

The following list of supporting information is provided for:

ITEM 1.2

REVIEW OF LOCAL GOVERNMENT DIVISIONS - REGIONAL

#1 Proposed Divisional Boundary Change Div 3 and Div 12

#2 Proposed Divisional Boundary Change Div 4 and Div 7

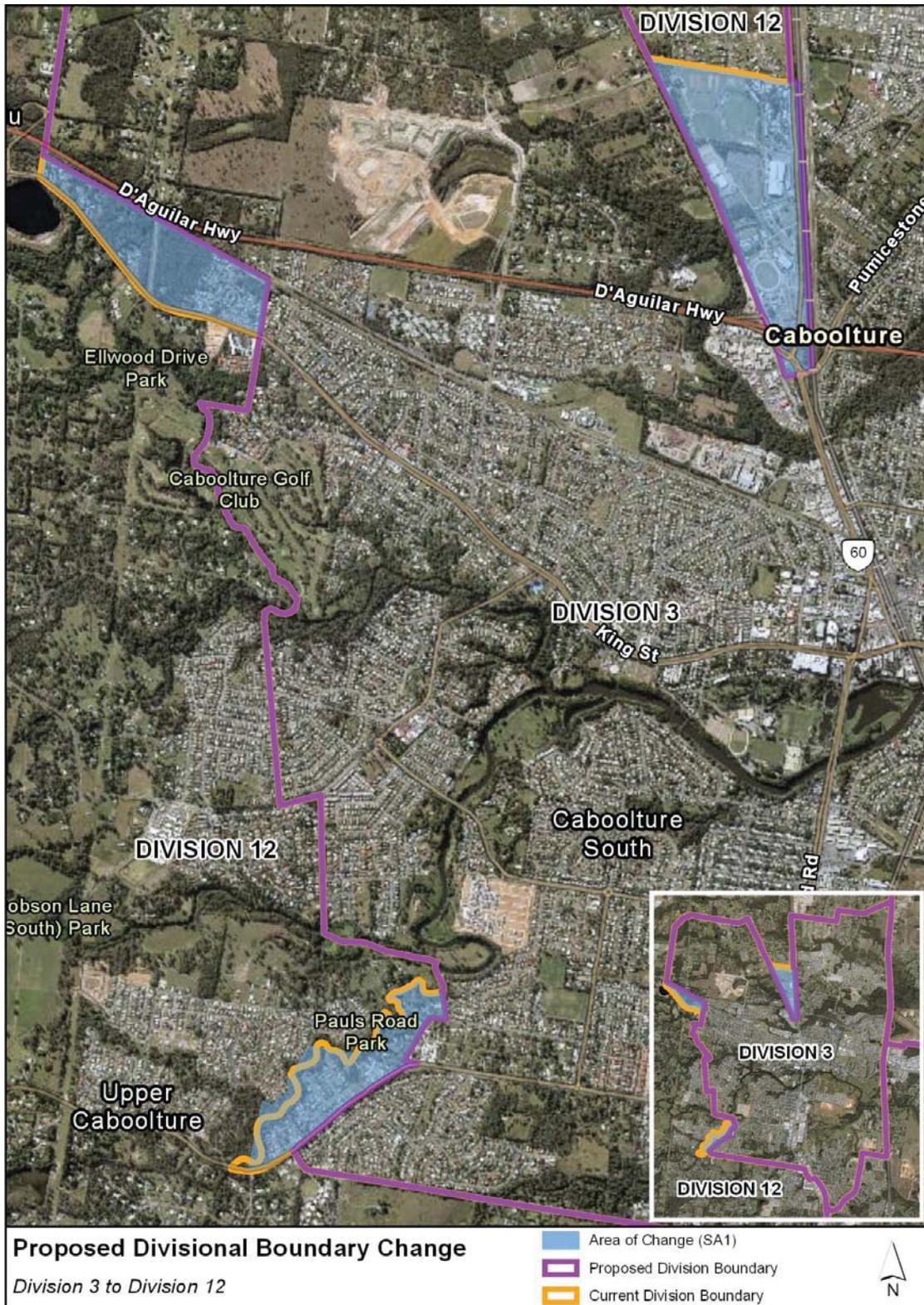
#3 Proposed Divisional Boundary Change Div 7 and Div 8

#4 Proposed Divisional Boundary Change Div 8 and Div 9

#5 Proposed Divisional Boundary Change Div 9 and Div 10

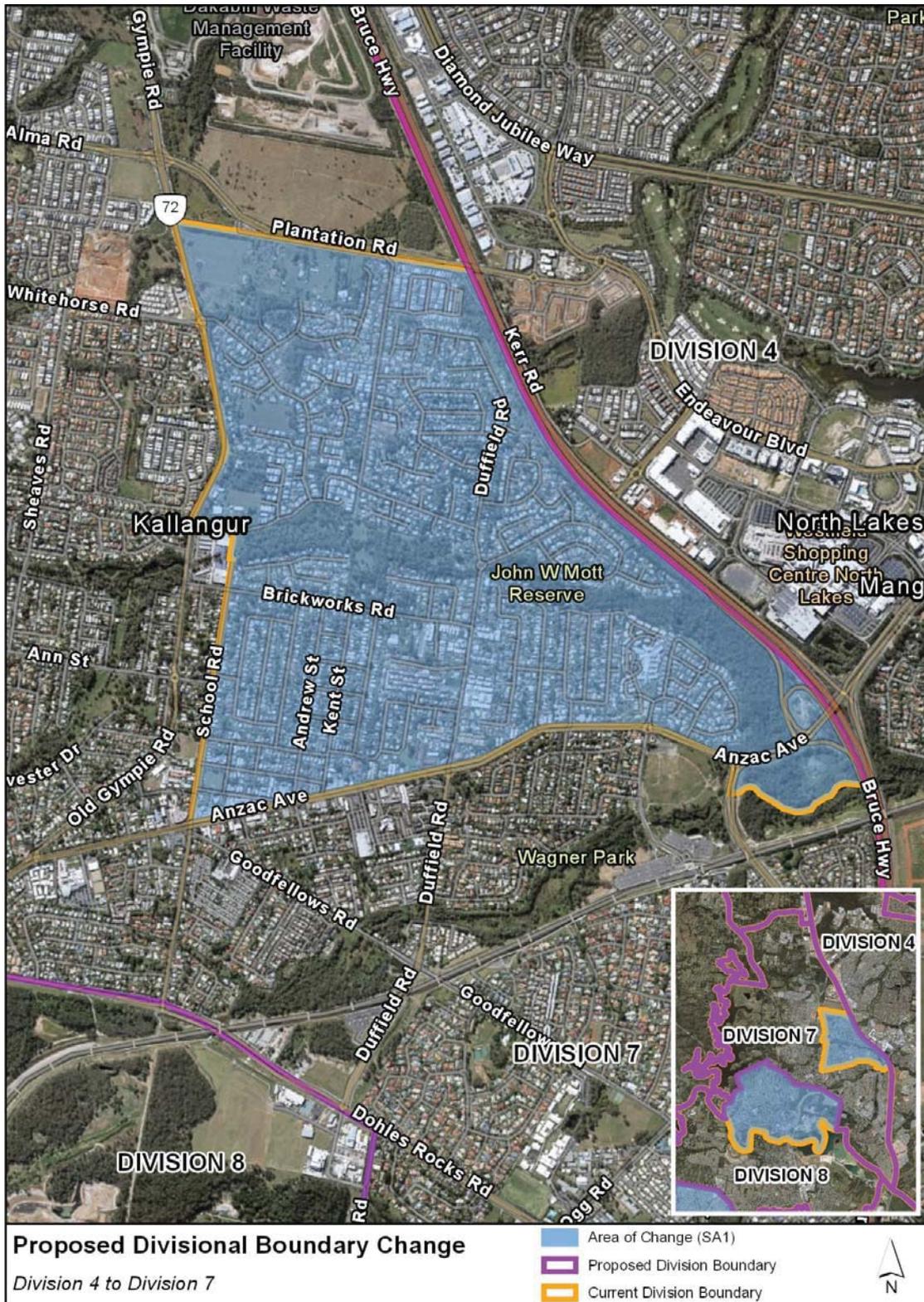
ITEM 1.2 - REVIEW OF LOCAL GOVERNMENT DIVISIONS - REGIONAL (Cont.)

#1 Proposed Divisional Boundary Change Div 3 and Div 12



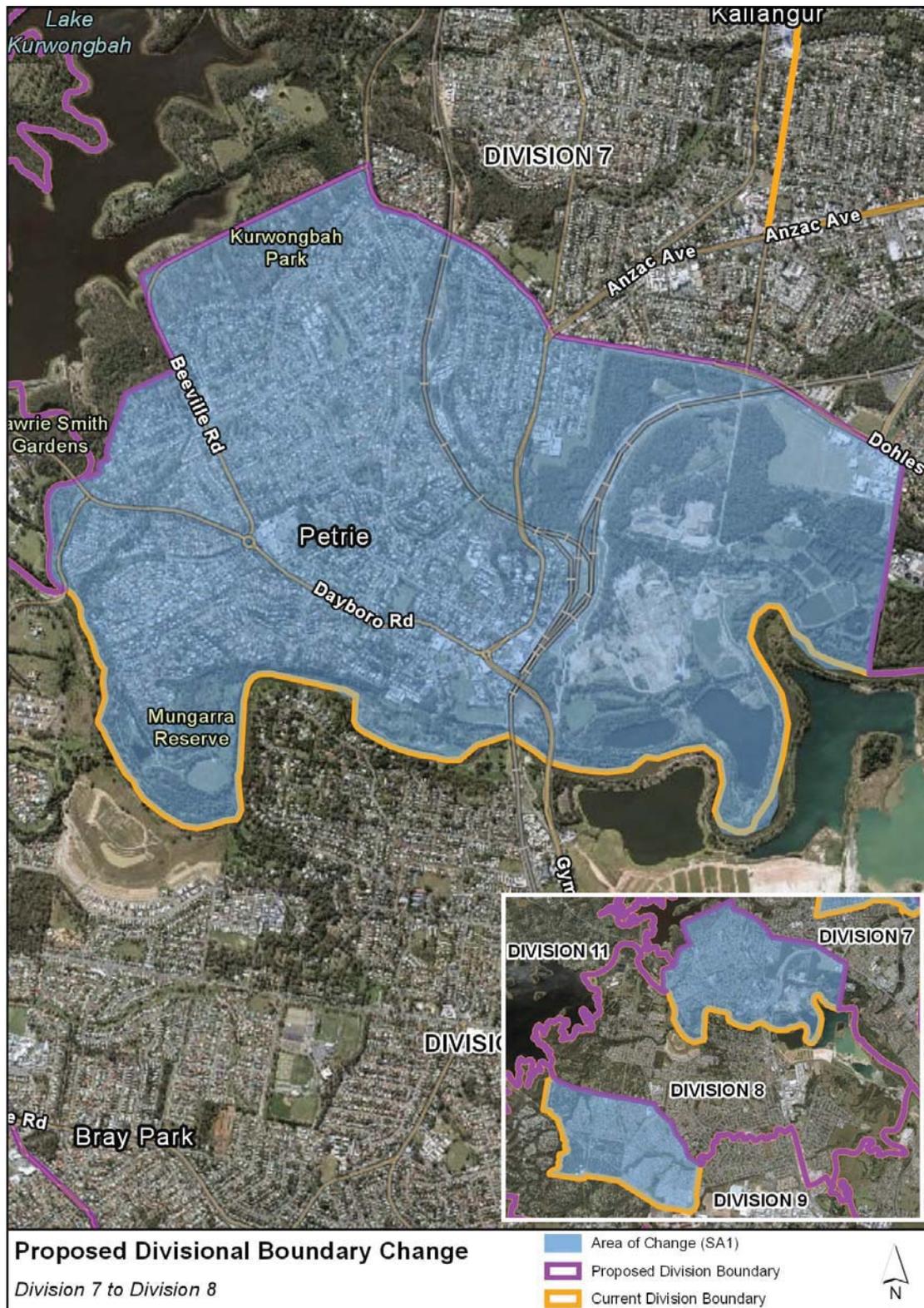
ITEM 1.2 - REVIEW OF LOCAL GOVERNMENT DIVISIONS - REGIONAL (Cont.)

#2 Proposed Divisional Boundary Change Div 4 and Div 7



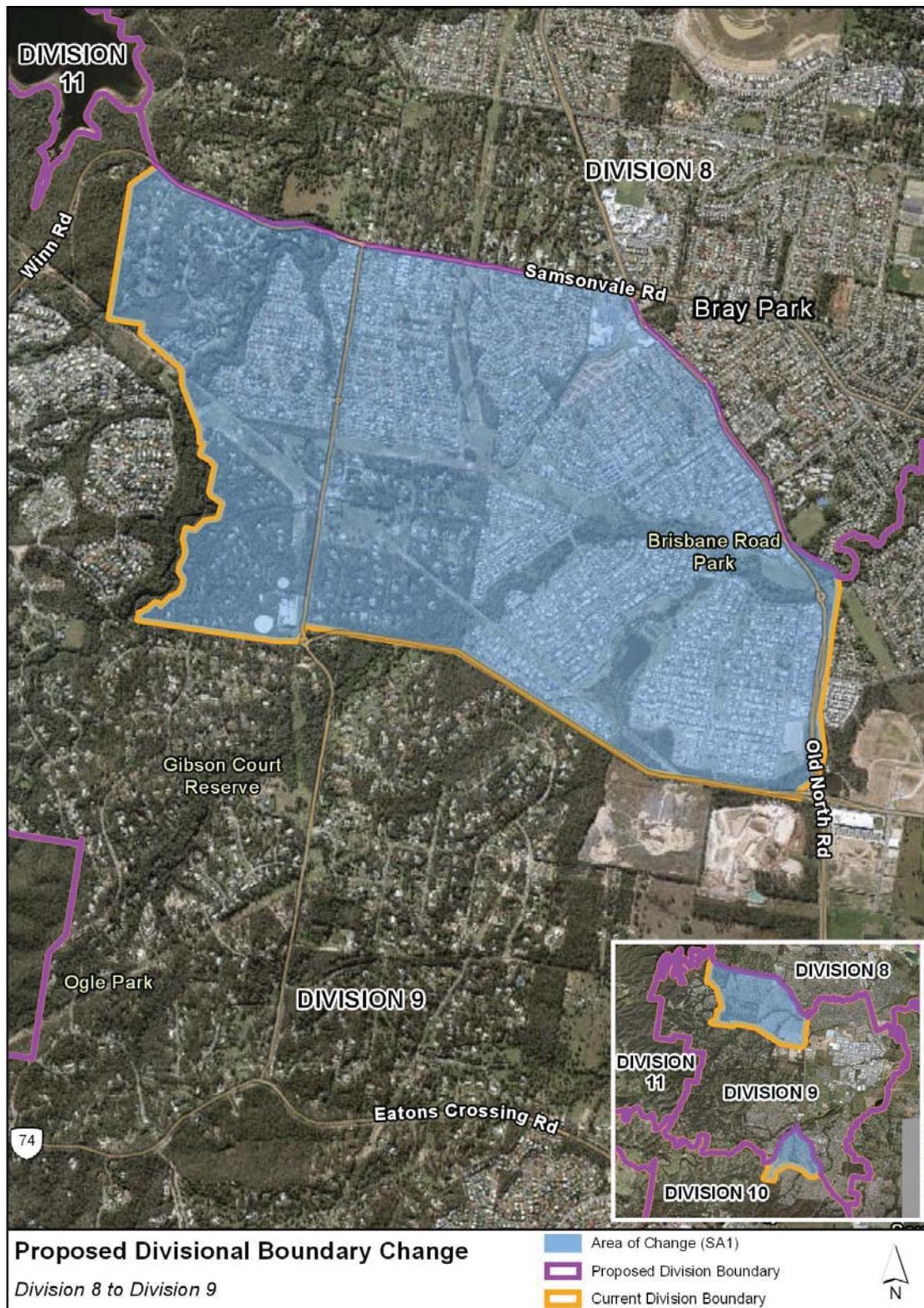
ITEM 1.2 - REVIEW OF LOCAL GOVERNMENT DIVISIONS - REGIONAL (Cont.)

#3 Proposed Divisional Boundary Change Div 7 and Div 8



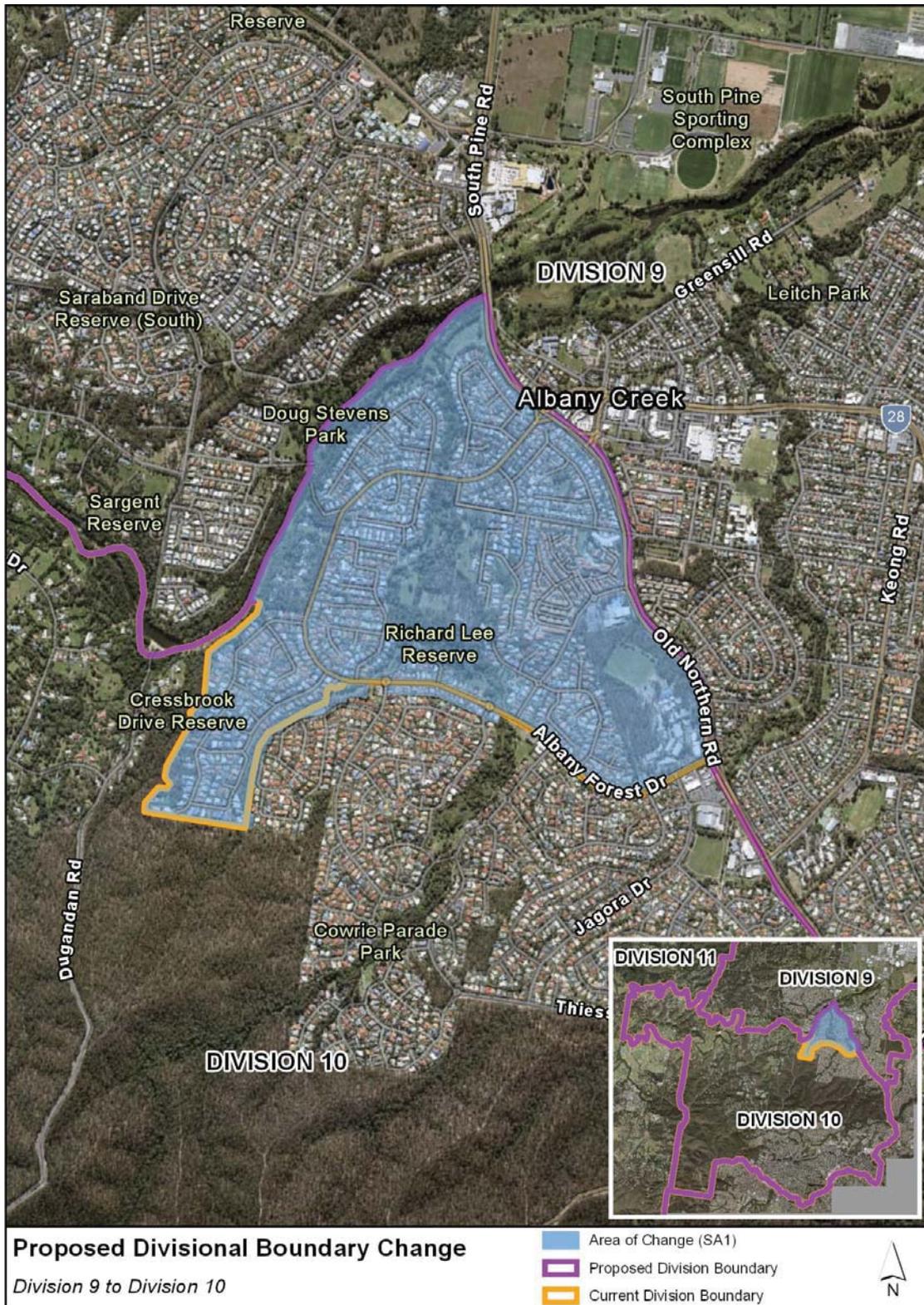
ITEM 1.2 - REVIEW OF LOCAL GOVERNMENT DIVISIONS - REGIONAL (Cont.)

#4 Proposed Divisional Boundary Change Div 8 and Div 9



ITEM 1.2 - REVIEW OF LOCAL GOVERNMENT DIVISIONS - REGIONAL (Cont.)

#5 Proposed Divisional Boundary Change Div 9 and Div 10



2 PLANNING & DEVELOPMENT SESSION

(Cr M Gillam)

No items for consideration.

3 CORPORATE SERVICES SESSION

(Cr M Constance)

ITEM 3.1

MONTHLY REPORTING PACKAGE - OCTOBER 2018 - REGIONAL

Meeting / Session: 3 CORPORATE SERVICES
Reference: A17831770: 13 November 2018 - **Refer Supporting Information A17831619**
Responsible Officer: DW, Coordinator Management Accounting (CEO Accounting Services)

Executive Summary

The purpose of this report is to present the Financial Reporting Package for the year to date period ending 31 October 2018.

OFFICER'S RECOMMENDATION

That the Financial Reporting Package for the year to date period ending 31 October 2018 be received.

ITEM 3.1 MONTHLY REPORTING PACKAGE - OCTOBER 2018 - REGIONAL - A17831770 (Cont.)

REPORT DETAIL

1. Background

The Financial Reporting Package for the month ending 31 October 2018 is contained within the supporting information to this report.

This package contains a number of financial statements with relevant commentary to provide a breakdown of key financial data and includes.

- ✓ Financial Statements
 - Statement of Comprehensive Income shows all income and expenditure as at the end of the October period.
 - The Statement of Financial Position highlights Council's position at the end of October and itemises assets, liabilities and community equity.
 - Statement of Cash Flows which represents the cash inflows and outflows during the month.
 - Statement of sources and applications of capital funding.
- ✓ Treasury Report
 - The Treasury Report highlights key areas of performance relating to Council's investments and borrowings.

2. Explanation of Item

The financial results for the month of October are complete. A commentary is provided on significant matters that occurred during the month.

3. Strategic Implications

3.1 Legislative/Legal Implications

Part 9, section 204 of the Local Government Regulation 2012, (regulation) states the following:

- (1) The local government must prepare a financial report.
- (2) The chief executive officer must present the financial report—
 - (a) if the local government meets less frequently than monthly—at each meeting of the local government; or
 - (b) otherwise—at a meeting of the local government once a month.
- (3) The financial report must state the progress that has been made in relation to the local government's budget for the period of the financial year up to a day as near as practicable to the end of the month before the meeting is held.

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

Compliance to the Council's Investment Policy is confirmed for the month of October.

3.4 Risk Management Implications

The Council is subject to numerous risks associated with revenue and expenses that can impact upon Councils financial performance and position. Those risks are documented and evaluated as part of the operational plan preparation in conjunction with the annual budget cycle.

3.5 Delegated Authority Implications

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

Moreton Bay Regional Council

ITEM 3.1 MONTHLY REPORTING PACKAGE - OCTOBER 2018 - REGIONAL - A17831770 (Cont.)

3.6 Financial Implications

As at the end of October 2018 Council's operating surplus is \$69.47 million and the capital expenditure incurred amounted to \$37.39 million (excluding the University Project).

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

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

3.10 Consultation / Communication

Chief Executive Officer, Manager Financial and Project Services and Accounting Services Manager.

SUPPORTING INFORMATION

Ref: A17831619

The following list of supporting information is provided for:

ITEM 3.1

MONTHLY REPORTING PACKAGE - OCTOBER 2018 - REGIONAL

#1 Monthly Financial Reporting Package - 31 October 2018

ITEM 3.1 - MONTHLY REPORTING PACKAGE - OCTOBER 2018 - REGIONAL (Cont.)

#1 Monthly Financial Reporting Package - 31 October 2018

Moreton Bay Regional Council

Monthly Financial Report

Year to date result as at: 31 October 2018

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Moreton Bay Regional Council

COORDINATION COMMITTEE MEETING
20 November 2018

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ITEM 3.1 - MONTHLY REPORTING PACKAGE - OCTOBER 2018 - REGIONAL (Cont.)

Moreton Bay Regional Council STATEMENT OF COMPREHENSIVE INCOME For the period ended 31 October 2018

33% of the year
elapsed

	2018/19 Original Budget	2018/19 Revised Budget	2018/19 YTD Actuals	Actuals to Revised Budget 2018/19
Revenue				
Operating Revenue				
Rates and utility charges	\$307,250,103	\$307,263,703	\$151,072,685	49.17%
Fees and charges	\$35,381,922	\$35,381,922	\$15,638,146	44.20%
Rental income	\$6,010,669	\$6,017,669	\$1,722,859	28.63%
Grants, subsidies and contributions	\$19,749,473	\$20,872,393	\$3,646,492	17.47%
Interest revenue	\$47,066,855	\$47,066,855	\$14,482,741	30.77%
Sales revenue	\$2,992,740	\$2,990,740	\$1,049,641	35.10%
Other revenue	\$21,566,080	\$21,576,931	\$8,172,917	37.88%
Share of profit of associate - Operating Cash	\$25,558,000	\$25,558,000	\$8,519,333	33.33%
Total Operating Revenue	\$465,575,842	\$466,728,213	\$204,304,814	43.77%
Expenses				
Operating Expenses				
Employee benefits	(\$134,361,703)	(\$134,359,703)	(\$43,325,577)	32.25%
Materials and services	(\$162,878,508)	(\$162,506,724)	(\$50,195,470)	30.89%
Depreciation and amortisation	(\$91,236,382)	(\$91,236,382)	(\$33,255,482)	36.45%
Finance costs	(\$23,102,171)	(\$23,102,171)	(\$8,058,812)	34.88%
Total Operating Expenses	(\$411,578,764)	(\$411,204,980)	(\$134,835,341)	32.79%
Operating Result	\$53,997,078	\$55,523,233	\$69,469,473	125.12%
Share of Profit of Associate - Capital Non-cash	\$52,000,000	\$52,000,000	\$17,333,333	33.33%
Capital Revenue	\$77,650,653	\$83,594,472	\$35,411,733	42.36%
Capital Expenses	\$0	\$0	(\$3,527,417)	No Budget
NET RESULT	\$183,647,731	\$191,117,705	\$118,687,122	62.10%
Other Comprehensive Income				
Items that will not be reclassified to net result				
Increase/(decrease) in asset revaluation surplus	\$0	\$0	\$0	No Budget
Items that may be reclassified subsequently to net result				
Net change in available-for-sale financial assets	\$0	\$0	(\$3,338,516)	No Budget
Total other comprehensive income for the year	\$0	\$0	(\$3,338,516)	No Budget
TOTAL COMPREHENSIVE INCOME FOR THE YEAR	\$183,647,731	\$191,117,705	\$115,348,606	60.35%

Moreton Bay Regional Council

COORDINATION COMMITTEE MEETING
20 November 2018

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ITEM 3.1 - MONTHLY REPORTING PACKAGE - OCTOBER 2018 - REGIONAL (Cont.)

Moreton Bay Regional Council STATEMENT OF FINANCIAL POSITION As at 31 October 2018

	2018/19 Budget as at 30 June 2019	2018/19 YTD Actual
Assets		
Current Assets		
Cash and cash equivalents	\$321,620,000	\$345,263,633
Trade and other receivables	\$45,769,000	\$65,267,697
Inventories	\$1,081,000	\$1,136,610
	\$368,470,000	\$411,667,940
Non-current assets held for sale	\$0	\$402,200
Total Current Assets	\$368,470,000	\$412,070,140
Non-Current Assets		
Trade and other receivables	\$677,576,000	\$677,576,096
Other financial assets	\$0	\$98,242,381
Investments	\$15,000	\$15,000
Investment property	\$44,970,000	\$28,635,000
Investment in associate	\$1,152,610,000	\$1,151,061,093
Property, plant and equipment	\$4,559,380,000	\$4,658,237,048
Intangible assets	\$280,000	\$171,306
Total Non-Current Assets	\$6,434,831,000	\$6,613,937,924
Total Assets	\$6,803,301,000	\$7,026,008,064
Liabilities		
Current Liabilities		
Trade and other payables	\$39,783,000	\$33,017,914
Borrowings	\$33,881,000	\$24,023,866
Provisions	\$12,889,000	\$13,802,850
Other	\$1,673,000	\$205,969
Total Current Liabilities	\$88,226,000	\$71,050,599
Non-Current Liabilities		
Trade and other payables	\$213,000	\$0
Borrowings	\$345,187,000	\$354,462,899
Provisions	\$33,712,000	\$42,545,154
Total Non-Current Liabilities	\$379,112,000	\$397,008,053
Total Liabilities	\$467,338,000	\$468,058,652
NET COMMUNITY ASSETS	\$6,335,963,000	\$6,557,949,412
Community Equity		
Retained surplus	\$5,437,673,000	\$5,634,450,730
Asset revaluation surplus	\$898,290,000	\$923,498,682
TOTAL COMMUNITY EQUITY	\$6,335,963,000	\$6,557,949,412

Moreton Bay Regional Council

COORDINATION COMMITTEE MEETING
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ITEM 3.1 - MONTHLY REPORTING PACKAGE - OCTOBER 2018 - REGIONAL (Cont.)

Moreton Bay Regional Council STATEMENT OF CASH FLOWS For the period ended 31 October 2018

	2018/19 Budget as at 30 June 2019	2018/19 YTD Actuals
Cash flows from operating activities		
Receipts from customers	\$387,202,000	\$159,731,164
Payments to suppliers and employees	(\$290,593,000)	(\$117,345,247)
Interest received	\$47,067,000	\$20,417,995
Rental income	\$5,718,000	\$1,722,859
Non capital grants and contributions	\$18,789,000	\$3,646,492
Borrowing costs	(\$21,322,000)	(\$7,409,552)
Net cash inflow/(outflow) from operating activities	\$146,861,000	\$60,763,711
Cash flows from investing activities		
Payments for property, plant and equipment	(\$230,286,000)	(\$39,346,411)
Proceeds from sale of property, plant and equipment	\$21,800,000	\$344,010
Grants, subsidies and contributions	\$37,424,000	\$17,159,059
Net cash inflow/(outflow) from investing activities	(\$171,062,000)	(\$21,843,342)
Cash flows from financing activities		
Proceeds from borrowings	\$24,518,000	\$0
Repayment of borrowings	(\$30,771,000)	(\$7,509,076)
Net cash inflow/(outflow) from financing activities	(\$6,253,000)	(\$7,509,076)
Net increase/(decrease) in cash held	(\$30,454,000)	\$31,411,293
Cash and cash equivalents at the beginning of the financial year	\$352,074,000	\$313,852,340
Cash and cash equivalents at the end of the period	\$321,620,000	\$345,263,633

Moreton Bay Regional Council

COORDINATION COMMITTEE MEETING
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ITEM 3.1 - MONTHLY REPORTING PACKAGE - OCTOBER 2018 - REGIONAL (Cont.)

Moreton Bay Regional Council STATEMENT OF SOURCES AND APPLICATIONS OF CAPITAL FUNDING For the period ended 31 October 2018

	Original Budget 2018/19	Revised Budget 2018/19	YTD Actuals 2018/19
<u>Capital Funding Sources</u>			
Cash Utilised	\$222,369,224	\$242,809,801	\$47,935,868
Capital Grants and Subsidies received	\$13,923,653	\$19,867,472	\$2,336,936
Contributed Assets and assets not previously recognised	\$40,227,000	\$40,227,000	\$18,252,674
Loans received	\$24,517,864	\$24,517,864	-
Total Capital Funding Sources	\$301,037,741	\$327,422,137	\$68,525,478
<u>Capital Funding Applications</u>			
Capital Expenditure	\$230,040,000	\$256,424,396	\$42,763,728
Contributed Assets and assets not previously recognised	\$40,227,000	\$40,227,000	\$18,252,674
Loan Redemption	\$30,770,741	\$30,770,741	\$7,509,076
Total Capital Funding Applications	\$301,037,741	\$327,422,137	\$68,525,478

Moreton Bay Regional Council

ITEM 3.1 - MONTHLY REPORTING PACKAGE - OCTOBER 2018 - REGIONAL (Cont.)

Analysis of Results by Operational Plan

For the period ended 31 October 2018						
Operational Plan	Operating Revenue	Operating Expenses	Operating Result	Capital Revenue	Capital Expenses	Net Result
Engineering, Construction & Maintenance	\$24,514,598	(\$42,375,950)	(\$17,861,352)	\$1,844,757	\$344,010	(\$15,672,585)
Community & Environmental Services	\$13,596,170	(\$18,028,983)	(\$4,432,813)	\$5,000	-	(\$4,427,813)
Governance	\$162,184,715	(\$70,770,955)	\$91,413,759	\$50,895,309	(\$3,871,427)	\$138,437,642
Planning and Economic Development	\$4,009,333	(\$3,659,453)	\$349,879	-	-	\$349,879
Total Council	\$204,304,815	(\$134,835,342)	\$69,469,474	\$52,745,066	(\$3,527,417)	\$118,687,123

Analysis of Results by Entity

For the period ended 31 October 2018						
Entity	Operating Revenue	Operating Expenses	Operating Result	Capital Revenue	Capital Expenses	Net Result
General	\$180,555,691	(\$122,845,296)	\$57,710,396	\$52,745,066	(\$3,527,417)	\$106,928,045
Waste	\$22,935,172	(\$11,985,997)	\$10,949,174	-	-	\$10,949,174
Canals	\$813,952	(\$4,049)	\$809,904	-	-	\$809,904
Total Council	\$204,304,815	(\$134,835,342)	\$69,469,474	\$52,745,066	(\$3,527,417)	\$118,687,123

The Performance at a Glance **as at 31 October 2018**

Synopsis

- * 33% of the financial year is complete.
- * The operating surplus is \$69.47 million.

Operating Revenue

- * Rates and Utility Charges are slightly behind budget after the second rates levy.
- * User Fees and Charges are above budget as animal registrations and local laws licenses have been issued for the year and a significant portion of these fees have been received. Development applications and the waste facilities are also performing well.
- * Operating Grants and Subsidies will not reach the budget as half of the 2018/19 Financial Assistance Grant was paid to Council in 2017/18.
- * In total all other revenue categories are performing closely to the revised budget target at this time of the year.

Operating Expenditure

- * Employee expenses are tracking close to budget.
- * Materials and Services is slightly under target but this is expected.
- * Finance Costs and Depreciation and Amortisation are tracking slightly over budget and it is expected that Depreciation will continue to exceed budget.
- * All other expenditure is on track for this stage of the financial year.

Capital Revenue

- * Infrastructure Cash Contributions are tracking above budget.
- * Contributed Assets are tracking above budget and it is expected this will continue to exceed budget.
- * Capital grants and subsidies is well under target but this is all dependent on when work is completed so that Council can claim the grant. As very little capital work has been completed no grants can be claimed. Generally most grants are claimed in the second half of the financial year.

Capital Expenditure

- * To date \$37.39 million has been spent on capital works, (which represents 20.05% of the capital program). This excludes the University project costs.

Moreton Bay Regional Council

ITEM 3.1 - MONTHLY REPORTING PACKAGE - OCTOBER 2018 - REGIONAL (Cont.)

Moreton Bay Regional Council

Comparative Table 2016/17 and 2017/18 to 2018/19*

Year to date result as at: 31 October 2018

33% of the year elapsed

	Revised Budget 2018/19 \$'000	YTD Actuals 2018/19 \$'000	Actuals to Revised Budget 2018/19 %	Actuals to Revised Budget 2017/18 %	Actuals to Revised Budget 2016/17 %	Comments
Operating Revenue						
Rates & Utility Charges	\$307,264	\$151,073	49%	49%	49%	Revenue is slightly behind budget after the second quarter rates levy.
User Fees & Charges	\$35,382	\$15,638	44%	45%	38%	Revenue is tracking over budget and is comparable to the previous year.
Interest Revenue	\$47,067	\$14,483	31%	34%	35%	The % for 2018/19 is tracking slightly below budget and is below the previous years.
Operating Expenses						
Employee Expenses & Material and Services	\$296,866	\$93,521	32%	28%	30%	Expenditure is tracking to budget and is above the previous years.
External Loan Interest Expense	\$21,322	\$7,397	35%	35%	34%	Expenditure is tracking slightly above budget and is comparable to previous years.
Capital Revenues						
Infrastructure Cash Contributions	\$23,500	\$14,822	63%	76%	46%	Infrastructure cash contributions are tracking above budget but is below the previous year.
Contributed Assets	\$40,227	\$18,253	45%	0%	0%	All contributed assets have been recognised to date.
Grants & Subsidies	\$19,867	\$2,337	12%	26%	26%	The % of grants and subsidies received is tracking below budget and is below the previous year.
Capital Expenditure						
Total Capital Expenditure**	\$186,424	\$37,387	20%	22%	19%	Capital expenditure remains behind budget.
<p>* The data presented reflects the position of Council as at 31 October 2018 compared to the position of Council as at 31 October 2017 and 31 October 2016. ** Capital Expenditure excludes the University Projects.</p> <p>The table focuses on key items of revenue and expenses across the comparative period and is useful guide in understanding what may have changed with regard to revenue and expense streams across the three financial years.</p>						

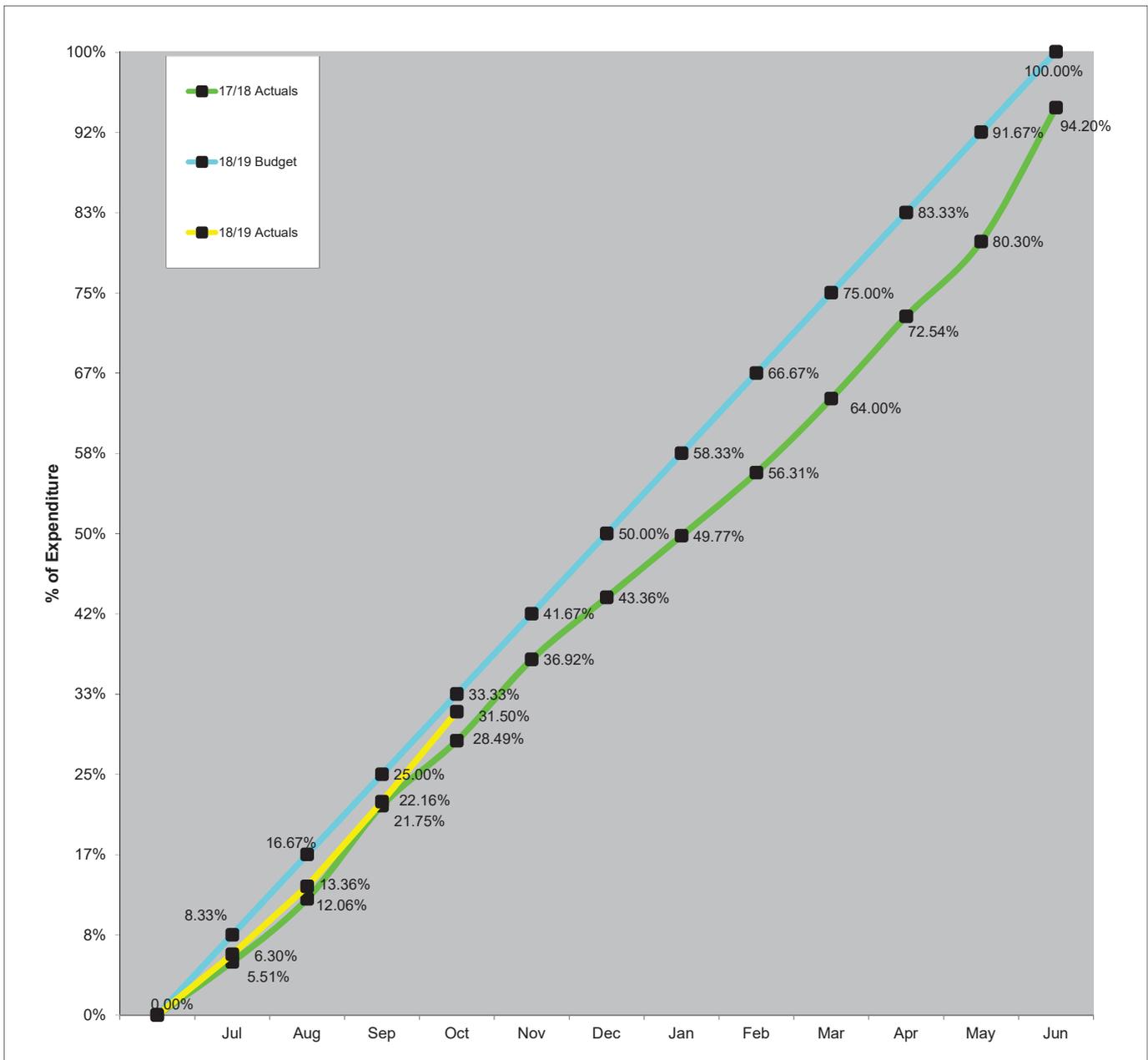
Moreton Bay Regional Council

ITEM 3.1 - MONTHLY REPORTING PACKAGE - OCTOBER 2018 - REGIONAL (Cont.)

Operating Expenditure

This graph compares the major components of operating expenditure (being employee expenses plus materials and services) on a percentage expended basis for the 2018/19 and 2017/18 years. The graph includes continuing service delivery expenses and operating initiative expenses.

The budgeted expenditure trend is set at 8.33% for each month. The cumulative actual expenditure trend for each month is graphed alongside the budget expenditure.



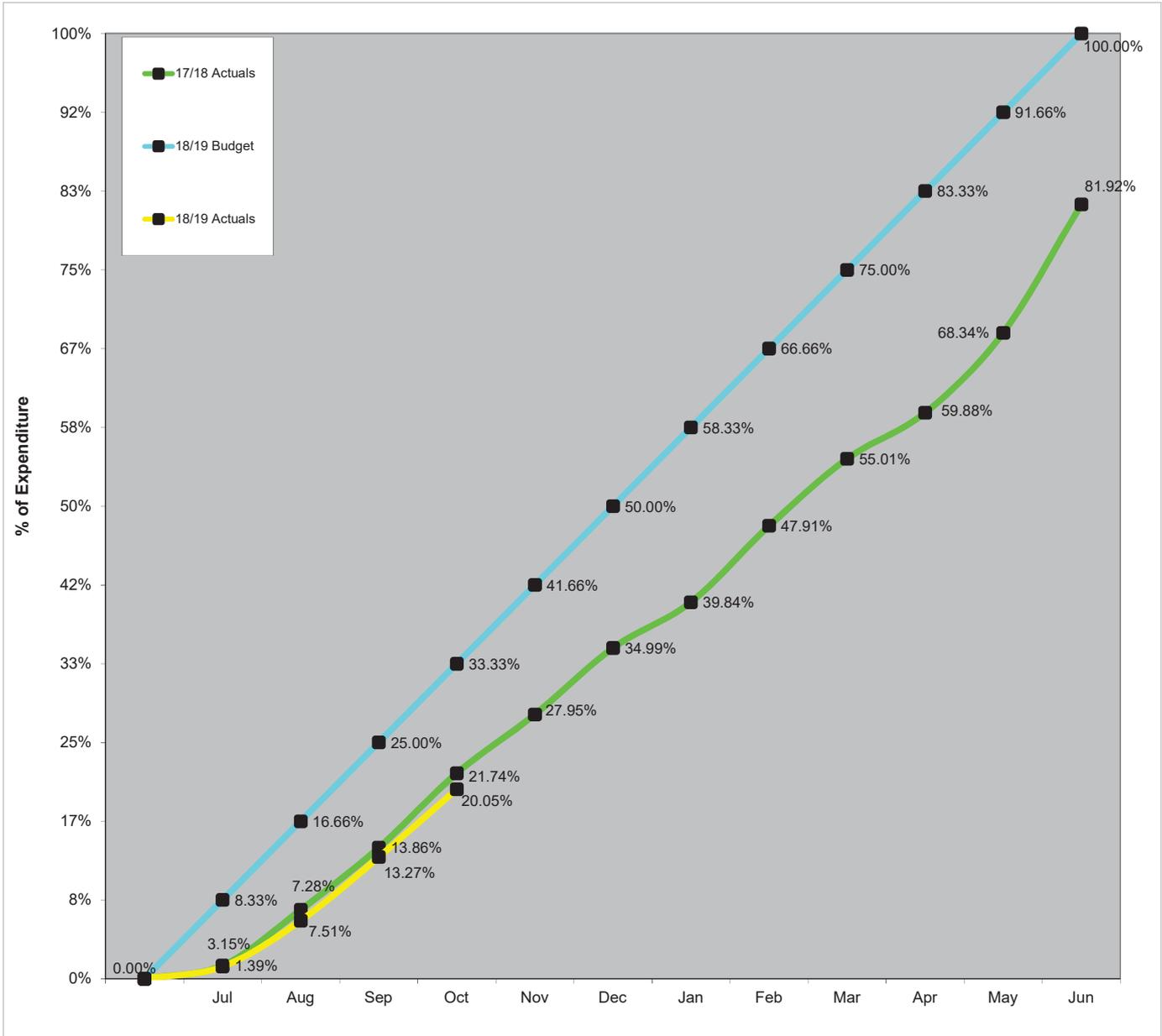
	Annual Revised Budget \$'000	Actuals to October \$'000	Actuals to Budget % spent
2017/18	\$ 286,410	\$ 81,594	28.49%
2018/19	\$ 296,866	\$ 93,521	31.50%

ITEM 3.1 - MONTHLY REPORTING PACKAGE - OCTOBER 2018 - REGIONAL (Cont.)

Capital Expenditure

This graph compares the capital percentage expended for the 2018/19 and 2017/18 years.

The budgeted expenditure trend is set at 8.33% for each month. The cumulative actual expenditure trend for each month is graphed alongside the budget expenditure.



	Annual Revised Budget \$'000	Actuals to October \$'000	Actuals to Budget % spent
2017/18	\$ 179,986	\$ 39,133	21.74%
2018/19	\$ 186,424	\$ 37,387	20.05%

Moreton Bay Regional Council

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ITEM 3.1 - MONTHLY REPORTING PACKAGE - OCTOBER 2018 - REGIONAL (Cont.)

TREASURY REPORT

The Treasury Report highlights key areas of performance and compliance relating to Council's cash, investments and borrowings.

Investments

At 31 October 2018 all of Council's investments are in accordance with the approved Investment Policy. As at this date Council held 81.29% of funds outside of the Queensland Treasury Corporation (QTC). Term Deposit rates have increased slightly in recent times, providing better returns.

Investment Portfolio - Summary of Cash and Investments Held

Current Cash Investments					
Short Term Rating	Institution	Return	Term	Cash and Investment balance as at 31 October 2018	Interest earned YTD
A1+	Qld Treasury Corp*	2.53%	Short Term (45 days)	65,434,811	592,638
A1+	ANZ	1.97%	At Call	11,309,028	75,371
A1+	National Australia Bank	2%	At Call	113,519,794	731,912
A1+	ANZ	2.55% to 2.75%	364 to 365 days	40,000,000	356,482
A1+	Bankwest	2.6%	364 days	20,000,000	175,233
A1+	National Australia Bank	2.65% to 2.75%	126 to 363 days	40,000,000	265,844
A1	Suncorp	2.65% to 2.8%	174 to 182 days	20,000,000	270,027
A2	Bank of Queensland	2.75%	182 days	10,000,000	89,000
A2	Bendigo and Adelaide Bank	2.7% to 2.75%	182 to 273 days	20,000,000	179,918
A2	IMB	2.55%	364 days	5,000,000	42,966
	Trust Investments				86,066
				*	
				345,263,633	2,865,458

* The QTC rate presented is the annualised interest rate for the month as provided by the Queensland Treasury Corporation.

Council has achieved a weighted average interest rate on all cash held of 2.53% pa in 2018/19.

Non-Current Investments				
Institution	Product	Term	Current Value	Invested Value
Queensland Investment Corporation	QIC Growth Fund	Greater than 5 years	98,242,381	100,000,000

Performance to Budget - Year to Date (YTD) Summary

33% of the year has elapsed

	Original Budget \$'000	Revised Budget \$'000	Actual YTD \$'000	Actual % Achieved \$'000	Comments
Interest Revenue on Investments	9,962	9,962	2,865	29%	Lower cash balance than expected
Interest on Debt held in Unitywater	36,085	36,085	11,329	31%	Tracking slightly below budget
Total Investment Income	46,047	46,047	14,194	31%	

Borrowings

Debt Position	\$ '000
Debt held as at 1 July 2018	385,996
New borrowings	0
Borrowings repaid	(7,509)
Debt held as at 31 October 2018	378,487

As at 31 October 2018 the weighted average interest rate of all Council debt is 5.65%

4 ASSET CONSTRUCTION & MAINTENANCE SESSION

(Cr A Hain)

ITEM 4.1

ELIMBAH - OLD GYMPIE ROAD - PATHWAY CONSTRUCTION - DIVISION 12

Meeting / Session: 4 ASSET CONSTRUCTION & MAINTENANCE

Reference: A17815814: 30 October 2018 - Refer **Confidential Supporting Information A17732163**

Responsible Officer: LP, Program Management Manager (ECM Project Management & Construction)

Executive Summary

Tenders were invited from Council's Prequalified Civil Construction Panel (MBRC005990) for the 'Elimbah - Old Gympie Road - Pathway Construction' project. The tender closed on 18 October 2018 with a total of seven tenders received, six of which were conforming.

It is recommended that Council award the contract to Conbro Pty Ltd T/A Moreton Bay Civil Contractors for the amount of \$776,936.09 (excluding GST) as this tender was evaluated as representing the best overall value to Council.

OFFICER'S RECOMMENDATION

That the tender for 'Elimbah - Old Gympie Road - Pathway Construction' project be awarded to Conbro Pty Ltd for the sum of \$776,936.09 (excluding GST).

ITEM 4.1 ELIMBAH - OLD GYMPIE ROAD - PATHWAY CONSTRUCTION - DIVISION 12 - A17815814 (Cont.)

REPORT DETAIL

1. Background

The project is located on the eastern side of Old Gympie Road, between Markwell Road and Smiths Road, Elimbah. The project scope includes the construction of a 2,650m long shared use pathway (2m wide), as well as minor road and drainage upgrades to allow construction of the new path and associated landscaping works.

Construction will commence in April 2019 with a construction period of approximately 16 weeks, with an allowance for wet weather.



Figure 1: Locality Plan

2. Explanation of Item

Tenders were invited from the Council's Prequalified Civil Construction Panel (MBRC005990) for the 'Elimbah - Old Gympie Road - Pathway Construction' project. The tender closed on 18 October 2018 with a total of seven tenders received, six of which were conforming. The tenders were assessed by the assessment panel in accordance with Council's Purchasing Policy and the selection criteria set out in the tender documents. All tenders and their evaluation scores are tabled below (ranked from highest to lowest):

ITEM 4.1 ELIMBAH - OLD GYMPIE ROAD - PATHWAY CONSTRUCTION - DIVISION 12 - A17815814 (Cont.)

RANK	TENDERER	EVALUATION SCORE
1	Conbro Pty Ltd T/A Moreton Bay Civil Contractors	97.91
2	AllenCon Pty Ltd	97.56
3	THD Civil Pty Ltd	91.69
4	The Landscape Construction Company	89.72
5	Auzcon Pty Ltd	85.40
6	G & H Plant Hire Pty Ltd	81.00
7	DNA Civil Pty Ltd	Non-conforming

Conbro Pty Ltd submitted a detailed tender. A tender clarification meeting was held on 2 November 2018 at which the contractor demonstrated a thorough understanding of the access requirements and experience to deliver similar civil projects, eg pathways at Young Road, Narangba; Facer Road, Burpengary and Narangba Road, Kurwongbah.

AllenCon Pty Ltd submitted a detailed tender and highlighted three projects they had completed of a similar nature and complexity. Projects included Morayfield Road Footpath Upgrade, Brays/Tesch Roads Intersection Upgrade and Queen Elizabeth Drive Upgrade. A tender clarification meeting was held on 1 November 2018 which confirmed AllenCon's methodology for construction. AllenCon provided a good understanding of the project risks and Council's requirements for construction; however, there were no additional benefits for the higher price.

THD Civil Pty Ltd provided a thorough tender submission, demonstrating all relevant experience required of the project; however, there were no additional benefits for the higher price.

The non-conforming tender did not submit mandatory tender documentation.

3. Strategic Implications

3.1 Legislative/Legal Implications

Council sought quotations via Council's Prequalified Civil Construction Panel (MBRC005990) for the work through Vendor Panel 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 10-2150-006
- *Local Government Act 2009*
- Local Government Regulation 2012 Chapter 6.

ITEM 4.1 ELIMBAH - OLD GYMPIE ROAD - PATHWAY CONSTRUCTION - DIVISION 12 - A17815814 (Cont.)

3.4 Risk Management Implications

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

Financial Risks:

The project has been procured via Council's Prequalified Civil Construction Panel (MBRC005990).

Construction Risks:

- a. The recommended contractor will provide a program of works, traffic management plan and safety plan, and will be required to fence off the areas where construction is being undertaken to meet relevant workplace health and safety requirements as part of the contract, including safe work method statements.

- b. The recommended contractor has demonstrated their understanding of constructability challenges and their technical capability to complete the works to a high quality.

3.5 Delegated Authority Implications

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

3.6 Financial Implications

Council has allocated \$388,000 in the 2018/19 Capital Projects Program, \$108,000 in the 2019/20 Capital Projects Program, \$155,000 in the 2018/19 Minor Works Capital Projects Program, with a further \$209,000 allocated from the 2019/20 Minor Works Capital Projects Program for the construction of this project. Total budget allocation (excluding GST) is \$860,000.

Tender Price (Construction)	\$ 776,936.09
Contingency (10%)	\$ 77,693.61
QLeave (0.475%)	\$ 3,691.00

Total Project Cost	\$ 858,320.70
	=====

Estimated ongoing operational/maintenance costs \$6,100 per F/Y

The budget amount for this project is sufficient.

3.7 Economic Benefit

The project will benefit the local community by providing a safe, active transport route for pedestrians and cyclists. The project also allows recreational benefits of linking to other recreational access routes which are soon to be completed, such as the Caboolture-Wamuran Rail Trail.

3.8 Environmental Implications

The project will require limited tree removal and clearing of overgrown grassland areas. The project includes wildlife spotters to ensure no harm to wildlife during this process. The project comprises new street trees to be planted and turf to disturbed areas to provide new natural environments for animals. Furthermore, the tender assessment included the review of the preferred contractor's environmental policy and procedures relating to environmental protection. The preferred contractor has presented suitable environmental policies and procedures to manage the works.

3.9 Social Implications

The project will connect existing pathways recently installed at Smiths Road and Markwell Road, creating an active transport route along Old Gympie Road. The project will improve safety for pedestrians and cyclists and promote healthier active lifestyles. The appearance of aged infrastructure and/or overgrown areas will be improved with new drainage infrastructure, road improvements, landscaping and street trees.

ITEM 4.1 ELIMBAH - OLD GYMPIE ROAD - PATHWAY CONSTRUCTION - DIVISION 12 - A17815814 (Cont.)

3.10 Consultation / Communication

A detailed communication plan has been prepared involving project notices, signage and online updates. A traffic and pedestrian management plan will be implemented by the successful contractor prior to works commencing on site. VMS boards will be active on the project two weeks prior to construction at the start and finish of the active work site. Weekly project updates via email will be provided to the Divisional Councillor who has been consulted and is supportive of the project.

SUPPORTING INFORMATION

Ref: A17732163

The following list of supporting information is provided for:

ITEM 4.1

ELIMBAH - OLD GYMPIE ROAD - PATHWAY CONSTRUCTION - DIVISION 12

Confidential #1 Tender Evaluation

ITEM 4.2
FERNY HILLS - KEDRON BROOK - PEDESTRIAN AND CYCLE BRIDGE
CONSTRUCTION - DIVISION 10

Meeting / Session: 4 ASSET CONSTRUCTION & MAINTENANCE
Reference: A17778758 : 15 October 2018 - Refer **Confidential Supporting Information**
A17750310
Responsible Officer: CB, Project Engineer (ECM Project Management & Construction)

Executive Summary

Tenders were invited for the 'Ferry Hills - Kedron Brook - Pedestrian and Cycle Bridge Construction (MBRC007982)' project. The tender closed on 24 October 2018, with a total of 13 tenders received, 11 of which were conforming.

It is recommended that Council award the contract to Allencon Pty Ltd for the sum of \$916,280.97 (excluding GST) as this tender was evaluated as representing the best overall value to Council.

OFFICER'S RECOMMENDATION

That the tender for the 'Ferry Hills - Kedron Brook - Pedestrian and Cycle Bridge Construction (MBRC007982)' project be awarded to Allencon Pty Ltd for the sum of \$916,280.97 (excluding GST).

ITEM 4.2 FERNY HILLS - KEDRON BROOK - PEDESTRIAN AND CYCLE BRIDGE CONSTRUCTION - DIVISION 10
- A17778758 (Cont.)

REPORT DETAIL

1. Background

The project involves the construction of a pedestrian and cycle bridge across Kedron Brook, Ferny Hills. The project scope includes site planning, investigation, design and construction of a 3.5-metre-wide cycle and pedestrian bridge, and 300m of connecting pathways, signage and lighting.

The project provides a key link to the Samford Cycleway which connects Samford to Ferny Hills and Ferny Grove Railway Station. The project received funding from the Department of Transport and Main Roads (DTMR) towards the design of the bridge, which has been completed.

This project is to be undertaken in conjunction with the *Ferny Hills - Samford Road - Design and Construction of Pedestrian and Cycle Pathway and Wahminda Pond Decommission (MBRC007946)* project.

Works for this project involve:

- New 35m bridge (spanning 26m) abutments, piers and deck
- Handrails and fencing
- New connecting pathway
- Earthworks
- Scour protection and drainage
- Landscaping and associated works
- Lighting and electrical

It is expected the construction works will commence in April 2019 and take 20 weeks to complete, with an allowance for wet weather.



Figure 1 - Locality plan - proposed bridge over Kedron Brook

2. Explanation of Item

Tenders for the 'Ferny Hills - Kedron Brook - Pedestrian and Cycle Bridge Construction (MBRC007982)' project closed on 24 October 2018, with a total of 13 tenders received, 11 of which were conforming. 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):

Moreton Bay Regional Council

*ITEM 4.2 FERNY HILLS - KEDRON BROOK - PEDESTRIAN AND CYCLE BRIDGE CONSTRUCTION - DIVISION 10
- A17778758 (Cont.)*

RANK	TENDERER	EVALUATION SCORE
1	Allencon Pty Ltd	92.34
2	Main Constructions Pty Ltd	91.66
3	Epoca Constructions Pty Ltd	90.08
4	Sunshine Coast Consulting Pty Ltd	86.27
5	Naric Civil Pty Ltd	78.79
6	Queensland Bridge & Civil Pty Ltd	77.11
7	BMD Urban Pty Ltd	76.24
8	FK Gardner & Sons Pty Ltd (Alternative)	74.21
9	Pentacon Pty Ltd	73.88
10	Abergeldie Constructions Pty Ltd	73.62
11	FK Gardner & Sons Pty Ltd	68.29
12	BamPak Building Pty Ltd	Non-conforming
13	CabCranes Pty Ltd	Non-conforming

Allencon Pty Ltd submitted a comprehensive tender that provided details of their project methodology and previous experience on similar projects, eg Lagoon Creek cycle bridge Caboolture, Moreton Bay Rail Link - Kinsella's Road East bridge and Oakey Flat Road cycle bridge, Burpengary. A tender clarification meeting was held on 30 October 2018 at which Allencon Pty Ltd detailed their experience on bridge projects of a similar scale, type and complexity.

Main Constructions Pty Ltd submitted a comprehensive tender that provided details of their project methodology and previous experience on projects. Main Constructions' submission confirmed their capability to complete the project; however, there were no additional benefits for the higher price.

Epoca Constructions Pty Ltd submitted a comprehensive tender that provided details of their project methodology and previous experience on projects. Epoca Constructions' submission confirmed their capability to complete the project; however, there were no additional benefits for the higher price.

The non-conforming tenders did not provide mandatory tender documentation.

3. Strategic Implications

3.1 Legislative/Legal Implications

Due to value of work being greater than \$200,000, Council called a public tender for the work through the LG Tender system 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.

Moreton Bay Regional Council

ITEM 4.2 FERNY HILLS - KEDRON BROOK - PEDESTRIAN AND CYCLE BRIDGE CONSTRUCTION - DIVISION 10 - A17778758 (Cont.)

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

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

A third party review of financial status has been carried out and the successful tenderer was rated 'Sound'.

Construction Risks:

- c. The recommended contractor will provide a program of works, traffic management plan, and safety plan and will be required to fence off the areas where construction is being undertaken to meet relevant workplace health and safety requirements as part of the contract, including safe work method statements.
- d. The recommended contractor has demonstrated their understanding of constructability challenges and their technical capability to complete the works to a high quality.

3.5 Delegated Authority Implications

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

3.6 Financial Implications

Council has allocated a total of \$1,720,000 towards the project, with \$120,000 in the 2017/18 Capital Projects Program, \$800,000 in the 2018/19 Capital Projects Program and a further \$800,000 in the 2019/20 Capital Projects Program. Council was successful in obtaining DTMR grant funding of \$90,000 in 2017/18 for design contribution.

Design 2017/18	\$ 118,158.00
Tender Price (Construction)	\$ 916,280.97
Contingency (10%)	\$ 91,628.10
QLeave (0.475%)	\$ 4,352.33

Total Project Cost	\$ 1,130,419.40
	=====

All financials above are exclusive of GST.

Estimated ongoing operational/maintenance costs \$13,000 per F/Y

The budget amount for this project is sufficient.

3.7 Economic Benefit

Walking, cycling and other forms of active transport support increased physical activity and social exchange, improves general health and fitness, and aids in the prevention of lifestyle-related illnesses and public health costs, as well as reduces traffic congestion.

3.8 Environmental Implications

Walking, cycling and other active modes are low cost and environmentally-friendly, emit virtually no air or noise pollution, and have minimal demand on natural or economic resources.

3.9 Social Implications

Residents will receive benefits of a further link to cycle or walk within the region, connecting the high-profile Samford Rail Trail to southern parts of Moreton Bay Regional Council.

*ITEM 4.2 FERNY HILLS - KEDRON BROOK - PEDESTRIAN AND CYCLE BRIDGE CONSTRUCTION - DIVISION 10
- A17778758 (Cont.)*

Active transport links are an essential element of the transport network and promote health and wellbeing and quality of life. Providing for greater mobility and efficient travel across networks promotes overall liveability and value of the region.

3.10 Consultation / Communication

A detailed communication plan has been prepared and involves project notices, signage, door knocking and online updates. Signage will be placed to advise motorists and pedestrians of the works, including any detour signage as required. Weekly project updates will be provided via email to the Divisional Councillor who has been consulted and is supportive of the project.

Works are proposed to be coordinated with the '*Ferny Hills - Samford Road - Design and Construction of Pedestrian and Cycle Pathway and Wahminda Pond Decommission*' (MBRC007946) project with the communications plan to include details on this project also.

SUPPORTING INFORMATION

Ref: A17750310

The following list of supporting information is provided for:

ITEM 4.2

**FERNY HILLS - KEDRON BROOK - PEDESTRIAN AND CYCLE BRIDGE CONSTRUCTION - DIVISION
10**

Confidential #1 Tender Evaluation

**ITEM 4.3
FERNY HILLS - SAMFORD ROAD - DESIGN AND CONSTRUCTION OF A
PEDESTRIAN AND CYCLE PATHWAY AND WAHMINDA POND DECOMMISSION -
DIVISION 10**

Meeting / Session: 4 ASSET CONSTRUCTION & MAINTENANCE
Reference: A17736085 : 15 October 2018 - Refer **Confidential Supporting Information**
A17688532
Responsible Officer: CB, Project Engineer (ECM Project Management & Construction)

Executive Summary

Tenders were invited for the 'Ferry Hills - Samford Road - Design and Construction of a Pedestrian and Cycle Pathway and Wahminda Pond Decommission (MBRC007946)' project. The tender closed on 11 October 2018, with a total of seven conforming tenders received.

It is recommended that Council award the contract to Allencon Pty Ltd for the sum of \$1,862,658.20 (excluding GST) as this tender was evaluated as representing the best overall value to Council.

OFFICER'S RECOMMENDATION

That the tender for the 'Ferry Hills - Samford Road - Design and Construction of a Pedestrian and Cycle Pathway and Wahminda Pond Decommission (MBRC007946)' project be awarded to Allencon Pty Ltd for the sum of \$1,862,658.20 (excluding GST).

ITEM 4.3 FERNY HILLS - SAMFORD ROAD - DESIGN AND CONSTRUCTION OF A PEDESTRIAN AND CYCLE PATHWAY AND WAHMINDA POND DECOMMISSION - DIVISION 10 - A17736085 (Cont.)

REPORT DETAIL

1. Background

This project involves the design and construction of a pedestrian and cycle pathway along Samford Road, and the decommissioning of Wahminda Pond, Ferny Hills. This project is one of two projects to connect to the Samford to Ferny Grove cycleway, the other project being 'Ferny Hills - Kedron Brook - Pedestrian and Cycle Bridge Construction (MBRC007982), which involves the construction of a bridge spanning Kedron Brook.

Ferny Hills, Samford Road - Pedestrian and Cycle Pathway

The project is located at Samford Road on the eastern approach to Wahminda Park, Ferny Hills. The project scope includes the design and construction of a 3 metre wide, 850m long shared pathway, retaining wall, bridge replacement, culvert extension, bulk earthworks, landscaping and resurfacing of Baden Lane including new entry threshold treatments, colour treated raised thresholds and bicycle awareness zone indicators. The objective of the project is to provide network connectivity, increase capacity and linkage to the Kedron Brook bridge and Samford to Ferny Grove cycleway link constructed by the Department of Transport and Main Roads (DTMR). The project is dependent on the Wahminda Park pond decommissioning (Project No 104980) occurring in the same financial year and Kedron Brook bridge construction (Project No 106147).

Ferny Hills - Samford Road - Wahminda Park Pond Decommission

This project is located within Wahminda Park, Samford Road, Ferny Hills. The scope of works includes the decommissioning of an existing, poorly functioning pond with an area of approximately 2,000m²; re-instatement of the pre-existing overland flowpath and the stabilisation of the active creek erosion. The works will include filling of the existing pond area, re-profiling to match the surrounding topography, and rehabilitation/revegetation of the area. The objective of the project is to remove a dilapidated pond structure with associated public safety and amenity issues prior to construction of the Samford Road pedestrian and cycle pathway project.

Works for the pathway and pond involve:

- New pathway
- Guardrails and fencing
- Boardwalks / suspended slabs
- Earthworks
- Pond decommission
- Roadworks
- Stormwater pipes and drainage
- Landscaping and associated works

The overall construction works will commence in January 2019, and take 23 weeks to complete, with an allowance for wet weather. Establishment timing to be confirmed.

The objective of this project is to provide a satisfactory standard of pedestrian and cycle pathway, that will link to the proposed bridge over Kedron Brook (being completed in 2019).

ITEM 4.3 FERNY HILLS - SAMFORD ROAD - DESIGN AND CONSTRUCTION OF A PEDESTRIAN AND CYCLE PATHWAY AND WAHMINDA POND DECOMMISSION - DIVISION 10 - A17736085 (Cont.)



Figure 1 - Locality Plan - Samford Road Pathway and Pond Decommission

2. Explanation of Item

Tenders for the *Ferny Hills - Samford Road - Design and Construction of Pedestrian and Cycle Pathway and Wahminda Pond Decommission (MBRC007946)* project closed on 11 October 2018, with a total of seven 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 tenders and their evaluation scores are tabled below (ranked from highest to lowest):

RANK	TENDERER	EVALUATION SCORE
1	Allencon Pty Ltd	99.11
2	BMD Urban Pty Ltd	98.40
3	Auzcon Pty Ltd	90.09
4	Queensland Bridge & Civil Pty Ltd	89.94
5	Epoca Constructions Pty Ltd	89.49
6	Abergeldie Constructions Pty Ltd	86.41
7	FK Gardner & Sons Pty Ltd	75.78

Allencon Pty Ltd submitted a comprehensive tender that provided details of their project methodology and previous experience on projects, eg Petrie Joora Avenue Stormwater Upgrade; Woody Point Victoria Avenue and King Street Intersection Upgrade and Signalisation; Burpengary Dale Street Flood Levee. A tender clarification meeting was held on 19 October 2018 at which Allencon Pty Ltd confirmed their experience on civil projects of a similar scale, type and complexity.

BMD Urban Pty Ltd submitted a comprehensive tender that provided details of their previous experience and project methodology. A tender clarification meeting was held on 24 October 2018 at which BMD Urban Pty Ltd confirmed their experience on civil projects of a similar scale, type and complexity; however, there were no additional benefits for the higher price.

ITEM 4.3 FERNY HILLS - SAMFORD ROAD - DESIGN AND CONSTRUCTION OF A PEDESTRIAN AND CYCLE PATHWAY AND WAHMINDA POND DECOMMISSION - DIVISION 10 - A17736085 (Cont.)

Auzcon Pty Ltd submitted a comprehensive tender that provided details of their previous experience and project methodology; however, there were no additional benefits for the higher price.

3. Strategic Implications

3.1 Legislative/Legal Implications

Due to value of work being greater than \$200,000, Council called a public tender for the work through the LG Tender system 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

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

A third-party review of financial status has been carried out and the successful tenderer was rated 'Sound'.

Construction Risks:

- e. The recommended contractor will provide a program of works, traffic management plan, and safety plan and will be required to fence off the areas where construction is being undertaken to meet relevant workplace health and safety requirements as part of the contract, including safe work method statements. Pedestrian movements past the site will not be able to be maintained for part duration of the works due to the close proximity of excavation and traffic flow on the DTMR road, being Samford Road. Signage will be in place to advise pedestrians.
- f. The contractor is DTMR pre-qualified and has demonstrated relevant work experience on DTMR roads.
- g. The recommended contractor has demonstrated their understanding of constructability challenges and their technical capability to complete the works to a high quality.

3.5 Delegated Authority Implications

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

3.6 Financial Implications

Council has allocated \$630,000 for the Ferny Hills - Samford Road - Wahminda Park Pond Decommission (104980) in the 2018/19 Operating Projects Program and \$1,645,000 in the 2018/19 Capital Projects Program (102138), which includes \$750,000 DTMR grant funding. The total project allocation is \$2,275,000. All financial information provided below is excluding GST.

Tender Price (Construction)	\$ 1,862,658.20
Contingency (10%)	\$ 186,265.82
QLeave (0.475%)	\$ 8,847.63

Total Project Cost	\$ 2,057,771.65
	=====
 Estimated additional ongoing operational costs	 \$12,700.00 per F/Y

The budget amount for this project is sufficient.

ITEM 4.3 FERNY HILLS - SAMFORD ROAD - DESIGN AND CONSTRUCTION OF A PEDESTRIAN AND CYCLE PATHWAY AND WAHMINDA POND DECOMMISSIONING - DIVISION 10 - A17736085 (Cont.)

3.7 Economic Benefit

Walking, cycling and other forms of active transport support increased physical activity and social exchange, improves general health and fitness, and aids in the prevention of lifestyle-related illnesses and public health costs, as well as reduces traffic congestion.

3.8 Environmental Implications

The pond has ongoing water quality issues and suffers from recurring algae blooms and weed infestation. Revegetation of the area will provide a large area of koala food, habitat trees and enhanced waterways corridor. The erosion downstream of the pond will be addressed as part of the decommissioning.

Walking, cycling and other active modes are low cost and environmentally-friendly, emit virtually no air or noise pollution, and have minimal demand on natural or economic resources.

3.9 Social Implications

Residents will receive the benefit of a further link to cycle or walk within the region. Decommissioning the pond will provide additional functional park space.

Active transport links are an essential element of the transport network that promotes health and wellbeing and quality of life. Providing for greater mobility and efficient travel across networks promotes overall liveability and value of the region.

3.10 Consultation / Communication

A detailed communication plan has been prepared and involves project notices, signage, door knocking and online updates. Signage will be placed to advise motorists and pedestrians of the works, including any detour signage as required. Weekly project updates will be provided via email to the Divisional Councillor who has been consulted and is supportive of the project.

Works are proposed to be coordinated with the *Ferny Hills - Kedron Brook - Pedestrian and Cycle Bridge Construction (MBRC007982)* project with the communications plan to include this project.

SUPPORTING INFORMATION

Ref: A17688532

The following list of supporting information is provided for:

ITEM 4.3

FERNY HILLS - SAMFORD ROAD - DESIGN AND CONSTRUCTION OF A PEDESTRIAN AND CYCLE PATHWAY AND WAHMINDA POND DECOMMISSION - DIVISION 10

Confidential #1 Tender Evaluation

5 PARKS, RECREATION & SPORT SESSION

(Cr K Winchester)

No items for consideration.

6 LIFESTYLE & AMENITY SESSION

(Cr D Sims)

ITEM 6.1

2018-2019 ROUND 1 COMMUNITY GRANTS PROGRAM - REGIONAL

Meeting / Session: 6 LIFESTYLE & AMENITY
Reference: A17811291 : 8 November 2018 - **Refer Supporting Information A17812088; A17812666**
Responsible Officer: KB, Grants Officer (CES Community Services, Sport & Recreation)

Executive Summary

Applications under Round 1 of Council's 2018-2019 Community Grants Program (excluding the Individual Achievement Grant) closed on 31 August 2018. A total of 149 applications were received, including 13 Regional Arts Development Fund (RADF) applications. Two Community Facilities Interest Free Loan applications were also received.

A total of 56 applications have been recommended for funding, including 8 RADF applications. The total value of the recommended applications is \$257,620.99.

The two Interest Free Loan applications have also been recommended. The total value of the recommended Interest Free Loan applications is \$64,892.

OFFICER'S RECOMMENDATION

That the Round 1 Community Grants Program funding recommendations as detailed in the supporting information to this report be approved.

ITEM 6.1 2018-2019 ROUND 1 COMMUNITY GRANTS PROGRAM - REGIONAL - A17811291 (Cont.)

REPORT DETAIL

1. Background

Council's Community Grants Program is comprised of six grants that aim to develop and support organisations and individuals to positively contribute to the Region's community wellbeing, environmental sustainability, economic prosperity and cultural life (see Table 1).

Table 1: Community Grants Program

Grants	
1	Community Facilities Grant
2	Community Activities Grant
3	Community Organisation Equipment Grant
4	Community Organisation Development Grant
5	Regional Arts Development Fund (RADF)
6	Individual Achievement Grant

Council also offers community groups the Community Facilities Interest Free Loan Program.

2. Explanation of Item

Applications under Round 1 of Council's 2018-2019 Community Grants Program (excluding the Individual Achievement Grant) were invited from eligible community organisations from 1 July 2018 to 31 August 2018. Individuals wishing to apply under the Individual Achievement Grant can apply at any time during the year.

A total of 149 applications were received from community organisations and individuals throughout the region. All applications received were subject to the following three-stage assessment process:

1. Pre-eligibility Check
 - All applications were checked to determine applicant and project eligibility, and to ensure that they were complete and/or submitted under the correct grant.
2. Panel Assessment
 - An internal assessment panel comprising senior officers assessed applications for the following grants:
 - Community Facilities Grant
 - Community Activities Grant
 - Community Organisation Equipment Grant
 - Community Organisation Development Grant
 - RADF applications were assessed by a panel of assessors comprising of one suitably qualified Council officer, and two external community representatives.
 - Applications were assessed by the panels against the following criteria:
 - Community need;
 - Community benefit;
 - Value for money; and
 - Capacity to deliver.
 - Interest Free Loan applications are also assessed by Council's Financial and Project Services team who conduct a financial health check.
3. Decision Making
 - Assessment scores were totalled within each grant to provide a ranking of all applications and recommendations for funding.

As a result of the Round 1 assessment process, a total of 56 (37.58%) applications (including 8 RADF applications) with a total funding value of \$257,620.99 have been recommended for funding.

Two Interest Free Loan Applications with a total loan amount of \$64,892.00 have been recommended for funding.

ITEM 6.1 2018-2019 ROUND 1 COMMUNITY GRANTS PROGRAM - REGIONAL - A17811291 (Cont.)

3. Strategic Implications

3.1 Legislative/Legal Implications

Council's Community Grants Program is administered in accordance with the Local Government Act 2009 and the Local Government Regulation 2012.

3.2 Corporate Plan / Operational Plan

Strengthening Communities: Healthy and supportive communities - a healthy and inclusive community.

3.3 Policy Implications

Council's Community Grants Program is administered in accordance with its Community Grants Policy (2150-030),

3.4 Risk Management Implications

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

3.5 Delegated Authority Implications

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

3.6 Financial Implications

Council's budget allocation for the 2018-2019 Community Grants Program (excluding the Individual Achievement Grant) totals \$603,000 (Budget numbers: 20258.015.22012, 20258.016.22012, 20258.017.22012, 20258.018.22012, 20232.000.22012). These funds include a Queensland Government contribution of \$61,200 towards RADF.

Table 2 below details the Community Grants Program budget available for the 2018-2019 financial year; funds available for Round 1; and funds recommended for expenditure in Round 1.

Table 2: Community Grants Program budget

	2018-2019 Total Budget Allocation	Round 1 Funds Available	Round 1 Funding Recommended
Community Grants (excl. Individual Achievement Grant)	\$480,000	\$240,000	\$231,660.64
RADF	\$123,000*	\$60,000	\$25,960.35
TOTAL	\$603,000	\$300,000	\$257,960.35

*Includes a Queensland Government contribution of \$61,200.

3.7 Economic Benefit

Council's Community Grants Program facilitates the delivery of community projects and events that contribute to the local economy through increased tourism and community activity.

3.8 Environmental Implications

Council's Community Grants Program facilitates the delivery of environmental projects such as revegetation and environmental education initiatives in the community.

3.9 Social Implications

A key objective of Council's Community Grants Program is to build the capacity of local community organisations to deliver a variety of community services and programs that respond to the needs of the Moreton Bay community.

3.10 Consultation / Communication

Director Community and Environmental Services
Manager Community Services, Sport and Recreation.

SUPPORTING INFORMATION

Ref: [A17812088](#); [A17812666](#)

The following list of supporting information is provided for:

ITEM 6.1

2018-2019 ROUND 1 COMMUNITY GRANTS PROGRAM - REGIONAL

Confidential #1 Community Facilities Grant

Confidential #2 Community Activities Grant

Confidential #3 Community Organisation Equipment Grant

Confidential #4 Community Organisation Development Grant

Confidential #5 Regional Arts Development Fund (RADF)

Confidential #6 Community Facilities Interest Free Loan

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

ANY OTHER BUSINESS AS PERMITTED BY THE MEETING CHAIRPERSON.