



AGENDA

GENERAL MEETING

Tuesday 10 September 2019

commencing at 10.30am

Strathpine Chambers
220 Gympie Road, Strathpine

COUNCILLOR:

NOTICE IS HEREBY GIVEN, that a General Meeting of the Moreton Bay Regional Council will be held on Tuesday 10 September 2019 commencing at 10.30am in Strathpine Chambers, 220 Gympie Road, Strathpine to give consideration to the matters listed on this agenda.

Graeme Kanofski
Acting Chief Executive Officer

5 September 2019

Membership = 13
Mayor and all Councillors

Quorum = 7

Agenda for public distribution

LIST OF ITEMS

1. OPENING PRAYER	4
2. ATTENDANCE & APOLOGIES	4
3. MEMORIALS OR CONDOLENCES	4
4. CONFIRMATION OF MINUTES FROM PREVIOUS GENERAL MEETING	4
General Meeting - 3 September 2019 (Pages 19/1962 - 19/1989)	4
Attachment #1 Unconfirmed Minutes - General Meeting 3 September 2019	
5. PRESENTATION OF PETITIONS	4
<i>(Addressed to the Council and tabled by Councillors)</i>	
6. CORRESPONDENCE	4
7. COMMUNITY COMMENT	5
8. NOTIFIED MOTIONS	5
9. NOTICES OF MOTION (Repeal or amendment of resolutions)	5
<i>(s262 of the Local Government Regulation 2012)</i>	
10. OFFICERS' REPORTS TO COUNCIL (conducted in Sessions)	5
<i>(as referred by the Chief Executive Officer)</i>	
1 GOVERNANCE SESSION (Cr A Sutherland, Mayor)	6
ITEM 1.1	6
AUSTRALIAN INSTITUTE OF COMPANY DIRECTORS (AICD) GOVERNANCE ESSENTIALS ONLINE COURSE - REGIONAL REPORT DETAIL	
2 PLANNING & DEVELOPMENT SESSION (Cr M Gillam)	8
3 CORPORATE SERVICES SESSION (Cr M Constance)	8
4 ASSET CONSTRUCTION & MAINTENANCE SESSION (Cr A Hain)	9
ITEM 4.1	9
CABOOLTURE - BROWN STREET CORRIDOR - ROAD CONSTRUCTION AND UPGRADE - DIVISION 3 REPORT DETAIL	
ITEM 4.2	13
MARGATE - MARGATE CBD - CENTRE IMPROVEMENT PROJECT - DIVISION 6 REPORT DETAIL SUPPORTING INFORMATION Confidential #1 Tender Evaluation	

Moreton Bay Regional Council

ITEM 4.3	21
CABOOLTURE - MCKEAN STREET - ROAD REHABILITATION AND ACTIVE TRANSPORT IMPROVEMENTS - DIVISION 3	
REPORT DETAIL	
SUPPORTING INFORMATION	
Confidential #1 Tender Evaluation	
5 PARKS, RECREATION & SPORT SESSION (Cr K Winchester)	28
6 LIFESTYLE & AMENITY SESSION (Cr D Sims)	29
ITEM 6.1	29
SPECIAL FEE ARRANGEMENTS FOR VOLUNTEER-MANAGED COMMUNITY HALLS - REGIONAL	
REPORT DETAIL	
7 ECONOMIC DEVELOPMENT, EVENTS & TOURISM SESSION (Cr P Flannery)	33
8 REGIONAL INNOVATION SESSION (Cr D Grimwade)	33
11. GENERAL BUSINESS OR RESPONSE TO QUESTIONS TAKEN ON NOTICE	33
12. CLOSED SESSION	33
<i>(s275 of the Local Government Regulation 2012)</i>	
12a. CONFIDENTIAL OFFICERS' REPORTS TO COUNCIL	33
12b. CONFIDENTIAL GENERAL BUSINESS	33

1. OPENING PRAYER

2. ATTENDANCE & APOLOGIES

Attendance:

Cr Allan Sutherland (Mayor) (Chairperson)

Apologies:

Suspended:

Under section 182A of the *Local Government Act 2009* Cr Adrian Raedel is currently suspended from office

3. MEMORIALS OR CONDOLENCES

Council to observe a moment's silence for residents who have passed away.

4. CONFIRMATION OF MINUTES FROM PREVIOUS GENERAL MEETING

General Meeting - 3 September 2019 (Pages 19/1962 - 19/1989)

RESOLUTION that the minutes of the General Meeting held 3 September 2019, be confirmed.

Attachment #1 Unconfirmed Minutes - General Meeting 3 September 2019

5. PRESENTATION OF PETITIONS

(Addressed to the Council and tabled by Councillors)

Receipt of petitions addressed to the Council and tabled by Councillors.

6. CORRESPONDENCE

Receipt of correspondence addressed to the Council and tabled by the Chief Executive Officer.

7. COMMUNITY COMMENT

There are no participants in the Community Comment session for this meeting.

8. NOTIFIED MOTIONS

Consideration of any motion notified by a Councillor to the Chief Executive Officer at least 5 days before the meeting at which the motion is to be moved.

9. NOTICES OF MOTION (Repeal or amendment of resolutions)

(s262 of the Local Government Regulation 2012)

Consideration of any notice of motion to repeal or amend a resolution of the Council which is to be given to each Councillor at least 5 days before the meeting at which the proposal is to be made.

10. OFFICERS' REPORTS TO COUNCIL (conducted in Sessions)

(as referred by the Chief Executive Officer)

Consideration of officers' reports as referred by the Chief Executive Officer, to be conducted in Sessions.

The Session Chairperson and designated Spokesperson for the respective portfolio, is 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

1 GOVERNANCE SESSION

(Cr A Sutherland, Mayor)

ITEM 1.1

**AUSTRALIAN INSTITUTE OF COMPANY DIRECTORS (AICD) GOVERNANCE
ESSENTIALS ONLINE COURSE - REGIONAL**

Meeting / Session: 1 GOVERNANCE
Reference: A19046487 : 4 September 2019
Responsible Officer: LK, Executive Support Officer (CORP Executive Services)

Executive Summary

This report seeks consideration of Councillor enrolment to the Australian Institute of Company Directors (AICD) Governance Essentials online course from 1 October to 11 November 2019.

OFFICER'S RECOMMENDATION

1. That Cr Matt Constance be authorised to enrol in the Australian Institute of Company Directors (AICD) Governance Essentials online course.
2. That the Chief Executive Officer arrange for officer attendance at this conference as appropriate.

ITEM 1.1 AUSTRALIAN INSTITUTE OF COMPANY DIRECTORS (AICD) GOVERNANCE ESSENTIALS ONLINE COURSE - REGIONAL - A19046487 (Cont.)

REPORT DETAIL

1. Background

Advice has been received that the AICD Governance Essentials course will be held online from 1 October to 11 November 2019. Cr Matt Constance has expressed an interest in undertaking this course.

2. Explanation of Item

The AICD Governance Essentials course will investigate the fundamentals of governance and directorship, including the role of the board, directors and management in a well-run organisation. The roles and responsibilities that contribute to good governance will be examined including the role of the board, its composition and structure, the regulatory framework, board meeting protocols and procedures, liabilities of directors and related protections, and case studies.

The course will provide information regarding how to effectively contribute to the good governance of an organisation, and to:

- identify how to form effective relationships with organisational leaders
- understand how boards and individual directors fulfil their responsibilities
- identify how boards drive organisational strategy
- understand the regulatory environment that impacts directors and affects organisations.

3. Strategic Implications

3.1 Legislative/Legal Implications

There are no legislation/legal implications arising as a direct result from this report.

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

Arrangements will be made in accordance with Council's Professional Development Policy 2150-089.

3.4 Risk Management Implications

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

3.5 Delegated Authority Implications

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

3.6 Financial Implications

Appropriate funds have been provided in the 2019/20 Budget.

3.7 Economic Benefit

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

3.8 Environmental Implications

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

3.9 Social Implications

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

3.10 Consultation / Communication

Consultation was undertaken with Councillors, the Chief Executive Officer and Directors.

2 PLANNING & DEVELOPMENT SESSION

(Cr M Gillam)

No items for consideration.

3 CORPORATE SERVICES SESSION

(Cr M Constance)

No items for consideration.

4 ASSET CONSTRUCTION & MAINTENANCE SESSION

(Cr A Hain)

ITEM 4.1

CABOOLTURE - BROWN STREET CORRIDOR - ROAD CONSTRUCTION AND UPGRADE - DIVISION 3

Meeting / Session: 4 ASSET CONSTRUCTION & MAINTENANCE
Reference: A18988823 : 21 August 2019
Responsible Officer: BB, Manager Project Management (ECM Project Management)

Executive Summary

A quotation was sought from Energex Limited (Energex) for the design and construction of street lighting as part of the 'Caboolture - Brown Street Corridor - Road Construction and Upgrade' project.

It is recommended that Council proceed with works as per the quotation contained in the Letter of Offer R0604637 from Energex for the sum of \$288,608.57 (excluding GST).

OFFICER'S RECOMMENDATION

1. That in accordance with section 235(a) of the Local Government Regulation 2012, Council is satisfied that Energex Limited is the only supplier who is reasonably available for design and construction of street lighting as part of the 'Caboolture - Brown Street Corridor - Road Construction and Upgrade' project.
2. That the Letter of Offer (R0604637) from Energex Limited for design and construction of street lighting as part of the 'Caboolture - Brown Street Corridor - Road Construction and Upgrade' project, for the sum of \$288,608.57 (excluding GST) be accepted.
3. That the Council enters into an agreement with Energex Limited as described in this report.
4. That the Chief Executive Officer be authorised to take all action necessary, including, but not limited to, negotiating, making, amending, signing and discharging the agreement with Energex Limited for works described in Letter of Offer R0604637 and any required variations of the agreement on Council's behalf.

ITEM 4.1 CABOOLTURE - BROWN STREET CORRIDOR - ROAD CONSTRUCTION AND UPGRADE - DIVISION 3
- A18988823 (Cont.)

REPORT DETAIL

1. Background

The project is located along the Brown Street corridor, between Ardrossan Road and Pettigrew Street, Caboolture. The scope of works includes the construction of a new 450m long section of road, from Ardrossan Road to Elof Road. Works also include road widening/upgrade to a 200 m long section of Elof Road, from Cassowary Court to Jensen Street; provision of on-road cycle lanes and the construction of pathway facilities linking North Caboolture to the Caboolture Hospital and includes elements of water sensitive urban design. The project also includes the supply and installation of road side lighting.

Energex's Letter of Offer R0604637 includes the design and construction of Energex Rate 2 LED street lighting and the associated works component of the project. The commencement of works is dependent on Energex formally programming the works upon receipt of approval from Council. Energex has indicated that the construction would commence four weeks from the date of issue for construction and the construction duration would be no longer than eight weeks.



Project location - Extent of Energex street lighting and associated works

2. Explanation of Item

A quotation was sought from Energex for the design and construction of street lighting as part of the 'Caboolture - Brown Street Corridor - Road Construction and Upgrade' project.

Energex provided an offer (letter of offer R0604637) for the design and construction of the required works for the sum of \$288,608.57 (excluding GST).

ITEM 4.1 CABOOLTURE - BROWN STREET CORRIDOR - ROAD CONSTRUCTION AND UPGRADE - DIVISION 3 - A18988823 (Cont.)

The street lighting works are Energex Rate 2 lighting which means that it is unmetered lighting (contributory) - public lighting for which all supply and installation costs are funded by Council and then ownership and maintenance is vested in Energex on completion.

3. Strategic Implications

3.1 Legislative/Legal Implications

Due to the value of work being greater than \$200,000, an exception is required in accordance with section 235(a) of the Local Government Regulation 2012 that *'the local government resolves it is satisfied that there is only 1 supplier who is reasonably available'*, as outlined in Council's Procurement Policy 2150-006. Works or modifications to existing Energex assets are required to be done by Energex.

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 2150-006
- *Local Government Act 2009*
- Local Government Regulation 2012

3.4 Risk Management Implications

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

Construction Risks:

- Risk of design and construction non-compliances is lowered by having the future asset owner complete the street lighting works.
- Street lighting works that can be undertaken prior to the civil works construction contractor being on site will be planned and supervised to ensure no conflicts during the civil road construction.
- The civil works construction contract will detail and require the successful civil contractor to coordinate any remaining Energex works to complete the street lighting installation by Energex with the civil contractor on-site.
- There is an approved Development Approval on the western side of Brown Street (Ardrossan Road) associated with the retirement village DA/34563/2017/V2L and an approved Development Approval for Material Change of Use for properties on the eastern side of Brown Street DA/27767/2013/V2N. Development Services has advised that there are no conditions to be applied to any of these DAs as a result of this project.

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 \$3,865,000 for this project with \$1,865,000.00 in the 2019-20 FY Capital Projects Program and \$2,000,000.00 in the draft 2020-21 FY Capital Projects Program (project 101267). All financials below are excluding GST.

Street lighting offer (Energex)	\$ 288,608.57
Civil works construction (forecast estimate excluding Energex works)	\$ 2,681,640.95
Contingency (10%)	\$ 268,164.10
Supervision - consultant fees	\$ 50,000.00

Total project cost	\$ 3,288,413.62

*ITEM 4.1 CABOOLTURE - BROWN STREET CORRIDOR - ROAD CONSTRUCTION AND UPGRADE - DIVISION 3
- A18988823 (Cont.)*

=====

There are no ongoing operational/maintenance costs for the street lighting works as the assets are transferred to Energex to maintain.

The budget amount for this project is sufficient.

3.7 Economic Benefit

The project will supplement capacity improvements created by the construction of the Brown Street bridge to accommodate future traffic volumes and provide pedestrian/cyclist connectivity.

3.8 Environmental Implications

Energex are required to comply with State Government environmental policies.

3.9 Social Implications

The project will provide a safe link for road users (motorists and cyclists) travelling this section of roadway at night.

3.10 Consultation / Communication

A detailed communications plan has been prepared. Variable message boards will be in place and project notices and project signs will be distributed two weeks prior to commencement. Weekly project updates via email will be provided to the Divisional Councillor who has been consulted and is supportive of the project.

ITEM 4.2

MARGATE - MARGATE CBD - CENTRE IMPROVEMENT PROJECT - DIVISION 6

Meeting / Session: 4 ASSET CONSTRUCTION & MAINTENANCE
Reference: A18965701: 15 August 2019 - Refer **Confidential Supporting Information A18959760**
Responsible Officer: BB, Manager Project Management (ECM Project Management)

Executive Summary

Tenders were invited for the 'Margate - Margate CBD - Centre Improvement Project (MBRC008976)' project. The tender closed on 13 August 2019, with five conforming tenders received.

It is recommended that Council award the contract to LEAF Building Group Pty Ltd for the sum of \$249,982.19 (excluding GST) as this tender was evaluated as representing the best overall value to Council.

OFFICER'S RECOMMENDATION

1. That the tender for 'Margate - Margate CBD - Centre Improvement Project (MBRC008976)' be awarded to LEAF Building Group Pty Ltd for the sum of \$249,982.19 (excluding GST).
2. That the Council enters into an agreement with LEAF Building Group Pty Ltd as described in this report.
3. That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, negotiating, making, amending, signing and discharging the agreement with LEAF Building Group Pty Ltd for the 'Margate - Margate CBD - Centre Improvement Project (MBRC008976)' project and any required variations of the agreement on Council's behalf.

ITEM 4.2 MARGATE - MARGATE CBD - CENTRE IMPROVEMENT PROJECT - DIVISION 6 - A18965701 (Cont.)

REPORT DETAIL

1. Background

The project is located at Margate, within the business centre and immediate surrounds. The project scope includes the design and construction of streetscape and landscape improvements to the business centre. Works will also include new signage, notice board, landscaping, street tree and lighting. The objective of the project is to design and construct key improvement works which will enhance the Margate business centre as a destination.

Public consultation was undertaken during November 2018. In this consultation, key placemaking concepts were put on display and the public were asked to comment on these, as well as to raise any other ideas they wished to canvass. The results identified key improvement works which were widely supported and will enhance the amenity within Margate Central and its commercial centre. The following five elements are now required and form part of this tender:

- Two “Margate” entry signs (south and north - same design) to be manufactured and installed. These signs are to replace the two existing signs on Oxley Avenue.
- A “Welcome to Margate” new arrival sign adorning Langdon Park at the south-west corner. This sign will have to be manufactured and installed.
- A community noticeboard - to be supplied and installed.
- An illuminated catenary sign at the Oxley Avenue/Baynes Street intersection - to be manufactured and installed.
- Replacement of roundabout Ficus in Baynes Street with a Pine (Norfolk or Hoop) with lighting - to be supplied and installed.

Works are expected to commence in October 2019 and take six weeks to complete, including an allowance for wet weather.

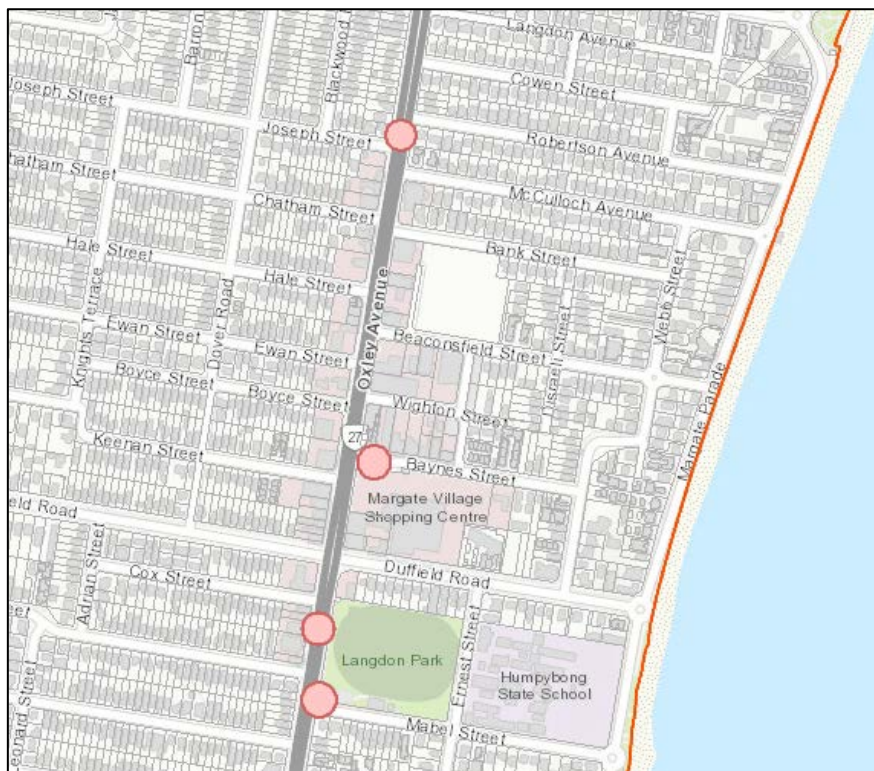


Figure1: Site locations

ITEM 4.2 MARGATE - MARGATE CBD - CENTRE IMPROVEMENT PROJECT - DIVISION 6 - A18965701 (Cont.)



Figure 2: Signage



Figure 3: Noticeboard

ITEM 4.2 MARGATE - MARGATE CBD - CENTRE IMPROVEMENT PROJECT - DIVISION 6 - A18965701 (Cont.)



Figure 4: Entry signage

2. Explanation of Item

Tenders for the 'Margate - Margate CBD - Centre Improvement Project (MBRC008976)' project closed on 13 August 2019 with five conforming tenders received. The tenders were assessed by the assessment panel in accordance with Council's Purchasing Policy and the selection criteria as set out in the tender documents.

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

RANK	TENDERER	EVALUATION SCORE
1	LEAF Building Group Pty Ltd	98.14
2	Koppens Developments Pty Ltd	84.95
3	Main Constructions Pty Ltd	82.72
4	CES Civil Pty Ltd	78.92
5	The Landscape Construction Company Pty Ltd	78.41

LEAF Building Group Pty Ltd (LEAF) submitted a comprehensive tender and demonstrated their methodology and experience on projects of a similar scale and complexity. LEAF has undertaken the construction of similar projects for various clients, including Toowoomba Regional Council involving the Queen's Park Amenities and Picnic Shelter with a value of \$655,000 and MBRC involving the Queensland State Equestrian Centre warm up arena, with a value of \$4.02 million. At a tender clarification meeting held on 23 August 2019, LEAF demonstrated their understanding and methodology to complete this project, including their understanding of the required traffic management, day and night works.

Koppens Developments Pty Ltd (Koppens) submitted a comprehensive tender and demonstrated their installation methodology and experience on projects of a similar scale and complexity. At a tender clarification meeting on 26 August 2019, Koppens demonstrated their understanding and methodology to complete this project, however, there were no additional benefits for the higher price.

ITEM 4.2 MARGATE - MARGATE CBD - CENTRE IMPROVEMENT PROJECT - DIVISION 6 - A18965701 (Cont.)

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

3. Strategic Implications

3.1 Legislative/Legal Implications

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 - Creating Opportunities: Local jobs for residents - an innovative and thriving economy.

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

A detailed risk management plan has been prepared. The project risk has been assessed and the following issues identified. The manner in which the identified risks are to be managed is detailed below.

Financial Risks:

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

Construction Risks:

- a. The recommended contractor will provide a detailed program of works, a staging plan, site specific traffic management, environmental management and safety plans and will be required to meet relevant workplace health and safety requirements as part of the contract, including safe work method statements. Council officers will review and audit all of these plans. Some road pavement works will be undertaken at night in stages, with preparation for night works, minor drainage/kerbing/path works, primarily completed outside of peak times during the day. Traffic management of day works will consider impacts on road users and minimise adverse impact by conducting major pavement works during the school holidays.
- b. Some works will be on a Department of Transport and Main Roads roadway (Oxley Avenue). Relevant approvals and permits have been obtained for these works.

3.5 Delegated Authority Implications

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

ITEM 4.2 MARGATE - MARGATE CBD - CENTRE IMPROVEMENT PROJECT - DIVISION 6 - A18965701 (Cont.)

3.6 Financial Implications

Council allocated a total of \$389,000 for this project for construction in the 18-19 FY Capital Works Program (project 107249). Design for the project was carried out late in the 18-19 FY and the remaining funds of \$318,416 are to be re-provisioned into the 19-20 FY Capital Works Program. All financials below are excluding GST.

Planning/Design (18-19 FY)	\$ 70,584.00
Tender Price (Construction)	\$ 249,982.19
Contingency (10%)	\$ 24,998.22
QLeave (0.475%)	\$ 1,187.42

Total Project Cost	\$ 346,751.83
	=====
Estimated ongoing operational/maintenance costs	\$ 4,000.00 per F/Y

The budget amount for this project is sufficient.

3.7 Economic Benefit

One of the main drivers of this project is to highlight the commercial area of Margate with new attractive signage, noticeboard and large iconic tree in an existing roundabout. This is to stimulate community interest and confidence within the retail sector as a catalyst to activating this underutilised area.

3.8 Environmental Implications

New infrastructure will have a positive effect on the environment as it will replace old and tired items with new and modern infrastructure which communicates the support Council has for this area.

3.9 Social Implications

Expenditure by Council in this area will have a positive effect on the community. Local patrons and visitors will appreciate that Council has confidence in the potential viability of this area.

3.10 Consultation / Communication

An information session was undertaken with the community and councillor where the concepts were presented.

A detailed communication plan has been prepared. Communication strategies include pre-project notices, project notices, project signs, weekly updates to the Divisional Councillor which will be implemented once the tender is awarded. Residents, businesses and schools directly abutting the project site will be contacted by Council to advise on the proposed works and associated timing, providing a minimum of two days' notice for works directly adjacent to their properties. The Divisional Councillor has been consulted and is supportive of the project.

SUPPORTING INFORMATION

Ref: A18959760

The following list of supporting information is provided for:

ITEM 4.2

MARGATE - MARGATE CBD - CENTRE IMPROVEMENT PROJECT - DIVISION 6

Confidential #1 Tender Evaluation

**ITEM 4.3
CABOOLTURE - MCKEAN STREET - ROAD REHABILITATION AND ACTIVE
TRANSPORT IMPROVEMENTS - DIVISION 3**

Meeting / Session: 4 ASSET CONSTRUCTION & MAINTENANCE
Reference: A18944580 : 2 August 2019 - Refer **Confidential** Supporting Information
A18879250
Responsible Officer: BB, Manager Project Management (ECM Project Management)

Executive Summary

Tenders were invited for the 'Caboolture - McKean Street - Road Rehabilitation and Active Transport Improvements (MBRC008760)' project. The tender closed on 10 July 2019, with 13 conforming tenders received.

It is recommended that Council award the contract to Stanley Macadam Pty Ltd. (trading as Stanley Road Construction) for the sum of \$1,640,622.07 (excluding GST) as this tender was evaluated as representing the best overall value to Council.

OFFICER'S RECOMMENDATION

1. That the tender for 'Caboolture - McKean Street - Road Rehabilitation and Active Transport Improvements (MBRC008760)' be awarded to Stanley Macadam Pty Ltd (trading as Stanley Road Construction) for the sum of \$1,640,622.07 (excluding GST).
2. That the Council enters into an agreement with Stanley Macadam Pty Ltd (trading as Stanley Road Construction) as described in this report.
3. That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, negotiating, making, amending, signing and discharging the agreement with Stanley Macadam Pty Ltd (trading as Stanley Road Construction) for the 'Caboolture - McKean Street - Road Rehabilitation and Active Transport Improvements (MBRC008760)' project and any required variations of the agreement on Council's behalf.

ITEM 4.3 CABOOLTURE - MCKEAN STREET - ROAD REHABILITATION AND ACTIVE TRANSPORT IMPROVEMENTS - DIVISION 3 - A18944580 (Cont.)

REPORT DETAIL

1. Background

The project is located on McKean Street, from Beerburrum Road to St Columban's College, Caboolture. The project involves pavement rehabilitation to an 890-metre section of road between Beerburrum Road and Payne Street. The project scope also includes active transport improvements along the total 1200m length (between Beerburrum Road and St Columban's College), which include line-marking, alterations to install bicycle lanes and bicycle awareness markings, alterations of existing traffic islands, installation of new zebra crossings and street lighting; as well as improvements to drainage and kerb and channel, pathway improvements and the provision of shade tree planting to improve the pedestrian environment. The pathway, landscape and minor drainage upgrades are to be constructed east of Manley Street.

The project objective is to renew the pavement and achieve the required level of service, improve user functionality, safety for cyclists and pedestrians, rectify existing road safety deficiencies, remove existing hazards, reduce the potential for crash risk and severity along the section of McKean Street and allow all abilities access.

Tenderers were required to price for nightworks for works on McKean Street that will affect a number of traffic lanes between Beerburrum Road and the eastern side of Railway Parade (immediately east of intersection). Nightworks are limited to this section of road and are only allowed from Sunday to Thursday inclusive from 7pm to 5am.

Works will proceed from early October 2019 through to mid-December 2019, which includes an allowance for wet weather.



Figure 1: Location of works

2. Explanation of Item

Tenders for the 'Caboolture - McKean Street - Road Rehabilitation and Active Transport Improvements (MBRC008760)' project closed on 10 July 2019 with 13 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.

ITEM 4.3 CABOOLTURE - MCKEAN STREET - ROAD REHABILITATION AND ACTIVE TRANSPORT IMPROVEMENTS - DIVISION 3 - A18944580 (Cont.)

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

RANK	TENDERER	EVALUATION SCORE
1	Stanley Macadam Pty Ltd T/A Stanley Road Construction	98.10
2	CES Civil	98.01
3	AllenCon Pty Ltd	97.87
4	BMD Urban Pty Ltd	93.17
5	Koppens Developments Pty Ltd	92.15
6	Winslow Constructors P/L	90.40
7	Hall Contracting Pty Ltd	87.65
8	Civil Engineered Construction Group Pty Ltd	86.44
9	Aramira Civil Engineering Pty Ltd	86.18
10	Hazell Bros (Qld) Pty Ltd	85.64
11	Civlec Pty Ltd T/A GRC Civil	78.84
12	Pensar Civil Pty Ltd	78.72
13	Allroads Pty Ltd	78.69

Stanley Macadam Pty Ltd, trading as Stanley Road Construction (SRC) submitted a comprehensive tender and demonstrated their methodology and experience on projects of a similar scale and complexity. SRC has undertaken the construction of similar projects for various clients, including Brisbane City Council (Road Resurfacing and Rehabilitation - External Asphalt Resurfacing Package 17/18 valued at \$4M), CBP Contractors on behalf of DTMR (Logan Enhancement Project involving asphalt paving and surfacing to the value of \$1.2M) and Fulton Hogan (Wynnum Road Upgrade (ongoing) seal and asphalt installation with a value of \$2M). At a tender clarification meeting held on 30 July 2019, SRC demonstrated their understanding and methodology to complete this project, including their understanding of the required traffic management, day and night works.

CES Civil submitted a comprehensive tender and demonstrated their installation methodology and experience on projects of a similar scale and complexity; however, there were no additional benefits for the higher price.

AllenCon Pty Ltd (AC) submitted a comprehensive tender and demonstrated their installation methodology and experience on projects of a similar scale and complexity. At a tender clarification meeting on 31 July 2019, AC demonstrated their understanding and methodology to complete this project; 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*.

ITEM 4.3 CABOOLTURE - MCKEAN STREET - ROAD REHABILITATION AND ACTIVE TRANSPORT IMPROVEMENTS - DIVISION 3 - A18944580 (Cont.)

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 2150-006
- *Local Government Act 2009*
- Local Government Regulation 2012 Chapter 6.

3.4 Risk Management Implications

A detailed risk management plan has been prepared. The project risk has been assessed and the following issues identified. The manner in which the identified risks are to be managed is detailed below.

Financial Risks:

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

Construction Risks:

- c. The recommended contractor will provide a detailed program of works, a staging plan, site specific traffic management, environmental management and safety plans and will be required to meet relevant workplace health and safety requirements as part of the contract, including safe work method statements. Some road pavement works will be undertaken at night in stages, with preparation for night works, minor drainage/kerbing/path works, primarily completed outside of peak times during the day. Traffic management of day works will consider impacts on road users.
- d. The contractor has demonstrated their understanding of constructability challenges and their technical capability to complete the works in this environment.

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 \$2,565,500 for this project with \$115,000 for design in the 18-19 FY and \$2,450,500 for construction in the 19-20 FY Capital Works Program (project number 101448).

All financials below are excluding GST.

Design (18/19 FY)	\$ 50,686.95
Energex works	\$ 31,269.91
Telstra services relocation	\$ 9,993.75
Tender (construction)	\$1,640,622.07
Contingency (10%)	\$ 164,062.21
QLeave (0.475%)	\$ 7,792.95

Total project cost	\$1,904,427.84
	=====

Estimated ongoing operational/maintenance costs \$10,000 per F/Y

The budget amount for this project is sufficient.

3.7 Economic Benefit

The project's aim is to reduce maintenance costs and to extend the pavement life.

ITEM 4.3 CABOOLTURE - MCKEAN STREET - ROAD REHABILITATION AND ACTIVE TRANSPORT IMPROVEMENTS - DIVISION 3 - A18944580 (Cont.)

3.8 Environmental Implications

An Environmental Management Plan will be provided to Council by the successful tenderer, detailing the management of environmental matters affecting the project during construction.

3.9 Social Implications

The project will renew the pavement and achieve the required level of service, improve user functionality and safety for cyclists and pedestrians.

3.10 Consultation / Communication

A detailed communication plan has been prepared. Communication strategies include pre-project notices, project notices, project signs, forewarning variable message signs (VMS) and weekly updates to the Divisional Councillor which will be implemented once the tender is awarded. Residents, businesses and schools directly abutting the project site will be contacted by Council to advise on the proposed works and associated timing, providing a minimum of two days' notice for works directly adjacent to their properties. The Divisional Councillor has been consulted and is supportive of the project.

SUPPORTING INFORMATION

Ref: [A18879250](#)

The following list of supporting information is provided for:

ITEM 4.3

CABOOLTURE - MCKEAN STREET - ROAD REHABILITATION AND ACTIVE TRANSPORT IMPROVEMENTS - DIVISION 3

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
SPECIAL FEE ARRANGEMENTS FOR VOLUNTEER-MANAGED COMMUNITY
HALLS - REGIONAL**

Meeting / Session: 6 LIFESTYLE & AMENITY
Reference: A18973194 : 30 August 2019
Responsible Officer: JH, Supervisor Community Halls (CES Community Services, Sport & Recreation)

Executive Summary

A number of historical 'special fee arrangements' (fee discounts) currently exist for various hirers of Council's volunteer-managed community halls. These special hire fees, primarily for non-profit community groups, facilitate the hire of the community hall for a reduced fee.

This report seeks Council's direction regarding the continuation of existing 'special fee arrangements' across Council's volunteer-managed community halls, as well as the implementation of other arrangements to reduce their impact on relevant hall management committees.

OFFICER'S RECOMMENDATION

1. That existing 'special fee arrangements' for the non-profit hirers listed in Table 1.1 of this report, be continued for the 2019 -2020 financial year, and be subject to ongoing review.
2. That the management agreements applicable to the halls referenced in Tables 1.1 and 1.2 be varied to enable the management committees to retain additional hall revenue of up to 30% of the lost hall revenue associated with the special fee arrangements as additional management fees, effective from the date of this report.
3. That where management committees have implemented special fee arrangements for their own activities or programs, Recommendation 2 of this report not apply.
4. That the existing 'special fee arrangement' for the commercial hirer listed in Table 1.2 be continued for a period of 7 months, with Council's approved fees and charges applied thereafter.

ITEM 6.1 SPECIAL FEE ARRANGEMENTS FOR VOLUNTEER-MANAGED COMMUNITY HALLS - REGIONAL - A18973194 (Cont.)

REPORT DETAIL

1. Background

Hire fees and charges for the thirty-eight volunteer-managed community halls are provided annually by hall management committees for approval by Council. Hall management committees collect hire fees as an agent of Council and are permitted under their management agreement to retain up to 30% of gross hall hire income as a management fee.

Twenty-one 'special fee arrangements' exist across fourteen of Council's volunteer-managed community halls. These hirers include twenty non-profit community group hirers, two of which are the non-profit hall management committees themselves (Refer Table 1.1 below), and one commercial hirer (Refer Table 1.2 below). These historical arrangements have been established by management committees to facilitate hire of the community hall for a discounted fee.

Table 1.1 Existing Special Fee Arrangements - Non-profit hirers

Facility	Management Committee	Hirer Name	Hirer Type
Donnybrook Community Hall	Enhance Care Inc	RSL Donnybrook	Non-profit
Burpengary Community Hall	Burpengary Community Association Inc	Burpengary Central Neighbourhood Watch	Non-profit
Burpengary Community Hall	Burpengary Community Association Inc	Burpengary Community Association Inc	Non-profit (Management Committee)
Deception Bay Community Hall	Deception Bay Neighbourhood Centre Inc	Deception Bay Seventh Day Adventist Church	Non-profit
Deception Bay Community Hall	Deception Bay Neighbourhood Centre Inc	Deception Bay Indoor Bowls	Non-profit
Deception Bay Community Hall	Deception Bay Neighbourhood Centre Inc	Orbital Works Program - Deception Bay Neighbourhood Centre	Non-profit (Management Committee)
Deception Bay Community Hall	Deception Bay Neighbourhood Centre Inc	RSL Deception Bay	Non-profit
Caboolture Memorial Hall	Enhance Care Inc	RSL Caboolture	Non-profit
John Naumann Hall	Lions Club of Deception Bay Inc	Bay Christian Fellowship	Non-profit
Rothwell Hall	Redcliffe-Kippa Ring Lions Inc	Congregational Christian Church of Samoa	Non-profit
Rothwell Hall	Redcliffe-Kippa Ring Lions Inc	Alofa Tunoa Pentecostal Church	Non-profit
Woody Point Memorial Hall	Lion Club of Redcliffe Inc	RSL Woody Point	Non-profit
Narangba Community Hall	Encircle Ltd	Narangba Lions Club	Non-profit
John Oxley Reserve Community Centre	Kallangur Halls Committee Inc	Kallangur Al Anon Family Group	Non-profit
Alf Shaw Park Community Centre	Alf Show Park Community Centre Inc	Pine Rivers Family Association	Non-profit
Albany Creek Community Centre	Encircle Ltd	Evergreen Club of Albany Creek	Non-profit
Bunya house	Bunya House Inc	U3A Pine Rivers	Non-profit

ITEM 6.1 SPECIAL FEE ARRANGEMENTS FOR VOLUNTEER-MANAGED COMMUNITY HALLS - REGIONAL - A18973194 (Cont.)

Facility	Management Committee	Hirer Name	Hirer Type
Woodford Memorial Hall	Woodford Memorial Community Centre Inc	RSL Woodford	Non-profit
Bellthorpe Community Hall	Bellthorpe Progress Association Inc	Bellthorpe Craft Ladies	Non-profit
Bellthorpe Community Hall	Bellthorpe Progress Association Inc	Kilcoy/Woodford Anglican Church	Non-profit

Table 1.2 Existing Special Fee Arrangements - Commercial hirer

Facility	Management Committee	Hirer Name	Hirer Type
Bellthorpe Community Hall	Bellthorpe Progress Association Inc	AUXFIT	Commercial

2. Explanation of Item

On 14 May 2019, Council adopted the 2019-20 Fees and Charges for volunteer-managed community halls. Across these facilities, a number of hirers have historically received 'special fee arrangements', which have been implemented by current and/or previous hall management committees. These special fee arrangements have not previously been endorsed by Council.

In recognition of the non-profit status of hirers detailed in Table 1.1, it is recommended that Council continue these existing 'special fee arrangements' for the 2019-20 financial year and conduct ongoing annual reviews.

However, with regards to the 'special fee arrangement' for the commercial hirer detailed in table 1.2, it is recommended that this arrangement be continued for 7 months, with Council's approved fees and charges be applied thereafter.

In addition, it is recommended that the management agreements applicable to the halls referenced in Tables 1.1 and 1.2 above be varied to enable the management committees to retain additional hall revenue of up to 30% of the lost hall revenue associated with the special fee arrangements as additional management fees. This provision however will not apply in instances where the management committee have implemented special fee arrangements for their own activities or programs.

3. Strategic Implications

3.1 Legislative/Legal Implications

No legislative/legal implications arising as a direct result of this report.

3.2 Corporate Plan / Operational Plan

Valuing Lifestyle: Quality recreation and cultural opportunities - celebrating local arts, culture and community.

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

This report recommends the continuation of various 'special fee arrangements' (fee discounts) across Council's network of volunteer-managed community halls.

ITEM 6.1 SPECIAL FEE ARRANGEMENTS FOR VOLUNTEER-MANAGED COMMUNITY HALLS - REGIONAL - A18973194 (Cont.)

3.7 Economic Benefit

There are no economic benefits 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

Non-profit groups make a significant contribution to the Moreton Bay community through the delivery of various low-cost community services and recreational opportunities at Council's community halls.

The recommendations of this report aim to reduce the impact of fee increases on those non-profit groups, allowing the continuation of their services at a reduced cost to members and the broader community.

3.10 Consultation / Communication

All Councillors - Council Workshop (15 August 2019).

7 ECONOMIC DEVELOPMENT, EVENTS & TOURISM SESSION

(Cr P Flannery)

No items for consideration.

8 REGIONAL INNOVATION SESSION

(Cr D Grimwade)

No items for consideration.

11. GENERAL BUSINESS OR RESPONSE TO QUESTIONS TAKEN ON NOTICE

Consideration of general business matters as raised at the meeting, or responses to questions taken on notice.

12. CLOSED SESSION

(s275 of the Local Government Regulation 2012)

Consideration of confidential officers' reports as referred by the Chief Executive Officer and confidential general business matters as raised at the meeting.

12a. CONFIDENTIAL OFFICERS' REPORTS TO COUNCIL

No items for consideration.

12b. CONFIDENTIAL GENERAL BUSINESS

No items for consideration.



MINUTES

GENERAL MEETING

Tuesday 3 September 2019
commencing at 10.35am

Caboolture Chambers
2 Hasking Street, Caboolture

UNCONFIRMED

LIST OF ITEMS

1.	OPENING PRAYER	1962
2.	ATTENDANCE & APOLOGIES	1962
3.	MEMORIALS OR CONDOLENCES	1962
4.	CONFIRMATION OF MINUTES FROM PREVIOUS MEETING RESOLUTION	1962
5.	PRESENTATION OF PETITIONS (Addressed to the Council and tabled by Councillors)	1962
6.	CORRESPONDENCE	1962
7.	COMMUNITY COMMENT	1962
8.	NOTIFIED MOTIONS	1962
9.	NOTICES OF MOTION (Repeal or amendment of resolutions) (s262 of the Local Government Regulation 2012)	1962
10.	OFFICERS' REPORTS TO COUNCIL (conducted in Sessions) (as referred by the Chief Executive Officer)	1963
	1 GOVERNANCE SESSION (Cr A Sutherland, Mayor)	1964
	ITEM 1.1 DISCRETIONARY FUNDS - DIVISION 12 RESOLUTION REPORT DETAIL	1964
	2 PLANNING & DEVELOPMENT SESSION (Cr M Gillam)	1967
	ITEM 2.1 PROPOSED REGIONAL GROWTH MANAGEMENT STRATEGY 2041 AND PLANNING FOR THE CABOOLTURE WEST GROWTH AREA - REGIONAL RESOLUTION REPORT DETAIL	1967
	3 CORPORATE SERVICES SESSION (Cr M Constance)	1972
	ITEM 3.1 PURCHASING ARRANGEMENT - FENCING SERVICES - REGIONAL RESOLUTION REPORT DETAIL	1972

Moreton Bay Regional Council

GENERAL MEETING - 485
3 September 2019

PAGE b
Minutes

4 ASSET CONSTRUCTION & MAINTENANCE SESSION (Cr A Hain)	1978
ITEM 4.1	1978
MORETON BAY LOCAL DISASTER MANAGEMENT GROUP AND MORETON DISTRICT DISASTER MANAGEMENT GROUP - MEETING MINUTES JULY 2019 - REGIONAL RESOLUTION REPORT DETAIL	
ITEM 4.2	1981
TENDER - TESTING OF ELECTRICAL EQUIPMENT (MBRC008371) - REGIONAL RESOLUTION REPORT DETAIL	
5 PARKS, RECREATION & SPORT SESSION (Cr K Winchester)	1985
6 LIFESTYLE & AMENITY SESSION (Cr D Sims)	1985
7 ECONOMIC DEVELOPMENT, EVENTS & TOURISM SESSION (Cr P Flannery)	1985
8 REGIONAL INNOVATION SESSION (Cr D Grimwade)	1985
11. GENERAL BUSINESS OR RESPONSE TO QUESTIONS TAKEN ON NOTICE	1985
ITEM 11.1	1985
REGIONAL EVENTS	
ITEM 11.2	1986
MORETON BAY FOUNDATION RESOLUTION	
ITEM 11.3	1986
WARRIGAL RUGBY LEAGUE CLUB RESOLUTION	
ITEM 11.4	1987
NEXT GENERATION ART PRIZE 2019 RESOLUTION	
ITEM 11.2	1987
BURPENGARY COMMUNITY PROGRESS ASSOCIATION INC - 60 TH ANNIVERSARY RESOLUTION ADJOURNMENT RECONVENE MEETING RESOLUTION	
ITEM 11.6	1988
APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER RESOLUTION	

Moreton Bay Regional Council

GENERAL MEETING - 485
3 September 2019

PAGE c
Minutes

12. CLOSED SESSION	1988
<i>(s275 of the Local Government Regulation 2012)</i>	
12a. CONFIDENTIAL OFFICERS' REPORTS TO COUNCIL	1988
12b. CONFIDENTIAL GENERAL BUSINESS	1988
13. CLOSURE	1988

UNCONFIRMED

1. OPENING PRAYER

The Mayor recited the Opening Prayer and invited Councillors to join him in the recitation of the Lord's Prayer.

2. ATTENDANCE & APOLOGIES

Attendance:

Cr Allan Sutherland (Mayor) (Chairperson)
Cr Brooke Savige
Cr Peter Flannery
Cr Adam Hain
Cr Julie Greer
Cr James Houghton
Cr Koliana Winchester
Cr Denise Sims
Cr Mick Gillam
Cr Mike Charlton (Deputy Mayor)
Cr Matthew Constance

Deputy CEO /

Director Engineering, Construction & Maintenance	(Mr Tony Martini)
Director Community & Environmental Services	(Mr Bill Halpin)
Director Planning	(Mr Mike Pickering)
Director Infrastructure Planning	(Mr Andrew Ryan)
Interim Director Finance & Corporate Services	(Mr Graeme Kanofski)

Meeting Support (Kim Reid)

Apologies:

Cr Darren Grimwade

Suspended:

Under section 182A of the *Local Government Act 2009* Cr Adrian Raedel is currently suspended from office.

3. MEMORIALS OR CONDOLENCES

Council observed a moment's silence for residents who have passed away.

4. CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

RESOLUTION

Moved by Cr Denise Sims

Seconded by Cr Koliana Winchester

CARRIED 11/0

That the minutes of the General Meeting held 27 August 2019 (Pages 19/1837 to 19/1961), be confirmed.

5. PRESENTATION OF PETITIONS

(Addressed to the Council and tabled by Councillors)

There were no petitions tabled.

6. CORRESPONDENCE

There was no correspondence tabled.

7. COMMUNITY COMMENT

There were no participants in the Community Comment session for this meeting.

8. NOTIFIED MOTIONS

There were no notified motions tabled.

9. NOTICES OF MOTION (Repeal or amendment of resolutions)

(s262 of the Local Government Regulation 2012)

There were no notices of motion.

10. OFFICERS' REPORTS TO COUNCIL (conducted in Sessions)

(as referred by the Chief Executive Officer)

Consideration of officers' reports as referred by the Chief Executive Officer, to be conducted in Sessions.

The Session Chairperson and designated Spokesperson for the respective portfolio, is 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 Kolia Winchester
6 Lifestyle & Amenity	Cr Denise Sims
7 Economic Development, Events & Tourism	Cr Peter Flannery
8 Regional Innovation	Cr Darren Grimwade

UNCONFIRMED

1 GOVERNANCE SESSION

(Cr A Sutherland, Mayor)

**ITEM 1.1
DISCRETIONARY FUNDS - DIVISION 12**

Meeting / Session: 1 GOVERNANCE
Reference: A18987941 : 21 August 2019
Responsible Officer: LK, Executive Support Officer (CORP Executive Services)

Executive Summary

The Council makes discretionary funds available each financial year to community organisations for community purposes, in accordance with Council's Discretionary Funds Policy, Availability Notice and Guidelines.

Under section 182A of the *Local Government Act 2009* the Councillor for Division 12, Cr Adrian Raedel, is currently suspended from office and is unable to approve the allocation of discretionary funds. Two eligible applications for discretionary funds have been received for Division 12 as follows:

- Woodford Community Art Group in the amount of \$1,000 for an art exhibition.
- Mt Mee Sports Association in the amount of \$4,500 for facility improvements.

The Department of Local Government, Racing and Multicultural Affairs have advised that in this instance where a Councillor is unable to consider these applications for discretionary funds, the funding requests should be considered by Council at its General Meeting.

This report seeks Council's direction in relation to these applications for discretionary funds from Woodford Community Art Group and Mt Mee Sports Association.

RESOLUTION

Moved by Cr Peter Flannery
Seconded by Cr Mick Gillam

CARRIED 11/0

1. That the application by Woodford Community Art Group for \$1,000 under Council's Discretionary Funds Policy (Division 12) for an art exhibition, be approved.
2. That the application by Mt Mee Sports Association for \$4,500 under Council's Discretionary Funds Policy (Division 12) for facility improvements, be approved.

ITEM 1.1 DISCRETIONARY FUNDS - DIVISION 12 - A18987941 (Cont.)

OFFICER'S RECOMMENDATION

1. Council direction is requested in relation to the application by Woodford Community Art Group for \$1,000 under Council's Discretionary Funds Policy for an art exhibition.
2. Council direction is requested in relation to the application by Mt Mee Sports Association for \$4,500 under Council's Discretionary Funds Policy for facility improvements.

REPORT DETAIL

1. Background

The Council makes discretionary funds available each financial year to community organisations for community purposes, in accordance with Council's Discretionary Funds Policy, Availability Notice and Guidelines.

Each financial year community organisations are eligible to apply for a maximum of \$10,000 and \$3,000 in discretionary funds to the Mayor and Councillors respectively.

Community organisations may apply for discretionary funds to both the Mayor and Councillors up to a maximum of \$13,000 in total each financial year.

2. Explanation of Item

Under section 182A of the *Local Government Act 2009* Cr Adrian Raedel is currently suspended from office and is unable to approve the allocation of discretionary funds.

The Department of Local Government, Racing and Multicultural Affairs have advised that in this instance where a Councillor is unable to consider these applications for discretionary funds, the funding requests should be considered by Council at its General Meeting.

Council direction is sought in relation to the following eligible applications for discretionary funds.

Woodford Community Art Group

Woodford Community Art Group has applied for \$1,000 under the Discretionary Funds Policy in support of an art exhibition. Council has been advised that this exhibition will run for two months commencing from late November 2019. The exhibition will provide an opportunity for the community organisation to show the progress of their art following their recent participation in development workshops funded by a Council grant.

Mt Mee Sports Association

Mt Mee Sports Association has applied for \$4,500 under the Discretionary Funds Policy to resurface one quarter of a tennis court. This will enable people to play tennis safely and would promote greater participation in local sport and recreation activities.

3. Strategic Implications

3.1 Legislative/Legal Implications

There are no legislation/legal implications arising as a direct result from this report.

3.2 Corporate Plan / Operational Plan

Strengthening Communities: Strong local governance - a council connected with its community.

3.3 Policy Implications

Arrangements will be made in accordance with Council's Discretionary Funds Policy 2150-101.

3.4 Risk Management Implications

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

ITEM 1.1 DISCRETIONARY FUNDS - DIVISION 12 - A18987941 (Cont.)

3.5 Delegated Authority Implications

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

3.6 Financial Implications

Appropriate funds have been provided in the 2019/20 budget and the applications for funding are eligible under the 2019/20 Discretionary Funds guidelines.

3.7 Economic Benefit

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

3.8 Environmental Implications

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

3.9 Social Implications

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

3.10 Consultation / Communication

The Chief Executive Officer, Interim Director Finance and Corporate Services and Acting Manager Executive Services have been consulted in relation to the preparation of this report.

ATTENDANCE

Mr David Hood attended the meeting at 10.43am for discussion on Item 2.1.

2 PLANNING & DEVELOPMENT SESSION

(Cr M Gillam)

ITEM 2.1

**PROPOSED REGIONAL GROWTH MANAGEMENT STRATEGY 2041 AND
PLANNING FOR THE CABOOLTURE WEST GROWTH AREA - REGIONAL**

Meeting / Session: 2 PLANNING & DEVELOPMENT
Reference: A18991881: 22 August 2019 - Refer **Confidential Supporting Information
A18993661 & A19001840**
Responsible Officer: David Hood, Manager Strategic Planning (PED)

Executive Summary

Strategic Planning is proposing to prepare a Regional Growth Management Strategy 2041 (RGMS2041) to outline the preferred sequencing strategy for the region's future growth areas.

To support the delivery of the RGMS2041, Council officers engaged the services of PSA Consulting Australia who have prepared a Project Plan that details the proposed scope, strategy and approach and timelines to undertake the work.

In undertaking the above, particular consideration has been given to Caboolture West, recognising the level of planning undertaken to date and its established policy position both within the South East Queensland Regional Plan 2017 (*ShapingSEQ*) and the MBRC Planning Scheme 2016.

The purpose of this report is to seek the Council's endorsement to undertake the proposed RGMS2041, and to re-start land use and infrastructure planning for the Caboolture West growth area.

RESOLUTION

Moved by Cr Adam Hain

Seconded by Cr Matt Constance

CARRIED 11/0

1. That Council supports the development of a Regional Growth Management Strategy 2041 (RGMS2041), and notes the proposed scope, strategy and approach and timelines to deliver the RGMS2041, as discussed in the Council workshop of 8 August 2019 and the General meeting of 3 September 2019.
2. That Council recognises that progressing of the Caboolture West growth area is an implementation action under the South East Queensland Regional Plan 2017 (*ShapingSEQ*) and is a significant priority for the region.
3. That Council approves the re-start of land use and infrastructure planning for the Caboolture West growth area, including engagement with the relevant landowners, in parallel and independent of the RGMS2041. Council notes this work will ultimately lead to the preparation of a planning scheme amendment.
4. That Council notes a detailed resourcing and budget plan to deliver the RGMS2041 and re-start land use and infrastructure planning for the Caboolture West growth area will be put forward for its consideration at the next quarterly budget review.

ITEM 2.1 PROPOSED REGIONAL GROWTH MANAGEMENT STRATEGY 2041 AND PLANNING FOR THE CABOOLTURE WEST GROWTH AREA - REGIONAL - A18991881 (Cont.)

5. That Council notes officers will continue to closely engage with the Department of State Development, Manufacturing, Infrastructure and Planning, the Department of Transport and Main Roads and Unitywater during the delivery of the RGMS2041 and works on the Caboolture West growth area.
6. That the Director Planning prepare a summary document on the proposed RGMS2041 and the re-start of land use and infrastructure planning for the Caboolture West growth area for external release (including on Council's website).
7. That the document titled 'MBRC Regional Growth Management Strategy 2041: Project Plan' dated 28 August 2019 remain confidential and is not to be released other than as approved by the Council or the Chief Executive Officer.

UNCONFIRMED

ITEM 2.1 PROPOSED REGIONAL GROWTH MANAGEMENT STRATEGY 2041 AND PLANNING FOR THE CABOOLTURE WEST GROWTH AREA - REGIONAL - A18991881 (Cont.)

OFFICER'S RECOMMENDATION

1. That Council supports the development of a Regional Growth Management Strategy 2041 (RGMS2041), and notes the proposed scope, strategy and approach and timelines to deliver the RGMS2041, as discussed in the Council workshop of 8 August 2019 and the General meeting of 3 September 2019.
2. That Council approves unlocking the Caboolture West growth area is an implementation action under the South East Queensland Regional Plan 2017 (*ShapingSEQ*) and is a significant priority for the region.
3. That Council approves the re-start of land use and infrastructure planning for the Caboolture West growth area, including engagement with the relevant landowners, in parallel and independent of the RGMS2041. Council notes this work will ultimately lead to the preparation of a planning scheme amendment.
4. That Council notes a detailed resourcing and budget plan to deliver the RGMS2041 and re-start land use and infrastructure planning for the Caboolture West growth area will be put forward for its consideration at the next quarterly budget review.
5. That Council notes officers will continue to closely engage with the Department of State Development, Manufacturing, Infrastructure and Planning, the Department of Transport and Main Roads and Unitywater during the delivery of the RGMS2041 and works on the Caboolture West growth area.
6. That Director Planning prepare a summary document on the proposed RGMS2041 and the re-start of land use and infrastructure planning for the Caboolture West growth area for external release (including on Council's website).
7. That the document titled 'MBRC Regional Growth Management Strategy 2041: Project Plan' dated 28 August 2019 remain confidential and is not to be released other than as approved by the Council or the Chief Executive Officer.

REPORT DETAIL

1. Background

Strategic Planning is proposing to prepare a RGMS2041 to outline the preferred sequencing strategy for the region's future growth areas. The investigations undertaken as part of this project will provide evidenced-based options and a recommended growth strategy.

The proposed RGMS2041 will ensure that Council will meet its expansion (dwelling) targets under *ShapingSEQ* for 2041 and consider the need, risks and costs of delivering these dwellings.

Managing numerous competing growth fronts in various geographical locations is a significant challenge for Council. A logical sequencing strategy is essential if these areas are to be managed in a sustainable and orderly way.

The RGMS2041 will also critically analyse delivery options for each identified growth area to ensure the delivery of good planning outcomes across these areas, further supporting the objectives of *ShapingSEQ* and the region's planning scheme (e.g. development approvals, zonings, local area plans, priority development areas etc).

Council officers have progressed with developing a project plan for the RGMS2041 and have been supported in this stage by procuring PSA Consulting Australia who have prepared the plan. The project plan seeks to guide the development of the RGMS2041, which will include a sequencing strategy for the development of the growth areas.

ITEM 2.1 PROPOSED REGIONAL GROWTH MANAGEMENT STRATEGY 2041 AND PLANNING FOR THE CABOOLTURE WEST GROWTH AREA - REGIONAL - A18991881 (Cont.)

As part of this process, particular consideration has been given to Caboolture West. It is proposed that land use and infrastructure planning for the Caboolture West growth area should proceed in parallel and independent to the RGMS2041.

Upon approval of the project by Council, the Project Initiation Phase for the RGMS2041 will commence. This will include commencement of early works, establishing the project team, project governance arrangements and the necessary budget to support the strategy for the 2019/20 financial year will be confirmed, which may result in funding being requested during the quarterly budget review process.

Similarly, land use and infrastructure planning for the Caboolture West growth area is proposed to recommence, including engagement with the relevant landowners. This will also include commencement of early works, establishing the project team, project governance arrangements and the necessary budget to support the planning for the 2019/20 financial year will be confirmed, which also may result in funding being requested during the quarterly budget review process.

This matter was workshopped with Council early August and the draft Project Plan has been updated to include feedback from that workshop. Feedback was also sought from the Department of State Development, Manufacturing, Infrastructure and Planning (DSDMIP) who have since responded.

The support of DSDMIP is acknowledged and officer's will continue to closely engage with DSDMIP, the Department of Transport and Main Roads and Unitywater during the delivery of the RGMS2041 and works on the Caboolture West growth area.

2. Explanation of Item

The study area for the RGMS2041 consists of potential growth areas within the region that are outside the current Priority Infrastructure Area.

The areas currently include:

- **Emerging Community Areas** (*areas included in the Emerging community zone under the current MBRC Planning Scheme*)
- **Investigation Areas** (*areas identified as investigation areas in the Strategic Framework in the current MBRC Planning Scheme*)
- **Other/Conversion Areas** (*areas identified for non-residential purposes in the current MBRC Planning Scheme, with landowner interest to change the land use to primarily residential*)

Caboolture West

ShapingSEQ specifically mentions a number of MBRC's growth areas in terms of their development intent. Of the growth areas being considered, Caboolture West has been consistently identified within all three versions of the SEQ Regional Plan as a future urban area, however it was only included in the Urban Footprint in *ShapingSEQ (2017)*.

Particular consideration has been given to Caboolture West, recognising the level of planning undertaken to date and its established policy position both within *ShapingSEQ* and the MBRC Planning Scheme 2016. Acknowledging the extensive history of planning, its status within *ShapingSEQ* and the MBRC Planning Scheme, it is recognised that land use and infrastructure planning for the Caboolture West growth area should proceed in parallel, and independent of the RGMS2041. Initial engagement has been made with the relevant landowners and this process is recommended to continue.

ITEM 2.1 PROPOSED REGIONAL GROWTH MANAGEMENT STRATEGY 2041 AND PLANNING FOR THE CABOOLTURE WEST GROWTH AREA - REGIONAL - A18991881 (Cont.)

3. Strategic Implications

3.1 Legislative/Legal Implications

In accordance with the Local Government Regulation 2012, requests for quotes were called for the development of the project plan. Any future consultant involvement will be procured in accordance with State procurement requirements and Council policy.

3.2 Corporate Plan / Operational Plan

Creating Opportunities: Well-planned growth - a sustainable and well-planned community.

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

Managing numerous competing growth fronts in various geographical locations is a significant risk for Council. A logical sequencing strategy is essential if these areas are to be managed in a sustainable and orderly way.

3.5 Delegated Authority Implications

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

3.6 Financial Implications

Strategic Planning has a program budget (107921) in 2019/20 of \$200,000 for Growth Management projects. Based on the Project Plan, the 2019/20 budget amount for this program of \$200,000 will not be sufficient for the 2019/20 financial year. A detailed resourcing and budget plan will be developed, and additional funds requested at the next quarterly review.

3.7 Economic Benefit

Well planned growth supports the economic growth of our communities.

3.8 Environmental Implications

Well planned growth will better manage the environmental values within Council's growth areas.

3.9 Social Implications

Well planned growth supports positive social outcomes within Council's growth areas.

3.10 Consultation / Communication

The Project Plan has been developed in consultation with multiple internal department the Department of State Development, Manufacturing, Infrastructure and Planning, the Department of Transport and Main Roads and Unitywater. On-going engagement with these parties will be critical during delivery of the RGMS2041.

ATTENDANCE

Mr David Hood left the meeting at 10.45am after Item 2.1.

3 CORPORATE SERVICES SESSION**(Cr M Constance)****ITEM 3.1****PURCHASING ARRANGEMENT - FENCING SERVICES - REGIONAL**

Meeting / Session: 3 CORPORATE SERVICES
Reference: A18948578: 9 August 2019 - Refer **Confidential** Supporting Information
A18948577
Responsible Officer: JL, Financial Operations Manager (CORP Financial & Project Services)

Executive Summary

A Preferred Supplier Arrangement (Purchasing Arrangement) has been prepared to facilitate the supply of four categories of services used across Council, for a period of 12 months from the date of acceptance with an option to extend for a further two 12-month periods if it is decided to be beneficial to Council.

Council sought tenders from the market (including pricing for 62 schedules of rates for goods/services) in a process which commenced on 25 May 2019. The Preferred Supplier Arrangement tender was open for a minimum of 21 days after date of advertisement to meet advertising requirements under the Local Government Regulation 2012. A total of eight submissions were received for the one Purchasing Arrangement.

Following assessment, it is recommended that a total of five suppliers be appointed across four categories as outlined below.

RESOLUTION

Moved by Cr Koliana Winchester

Seconded by Cr Peter Flannery

CARRIED 11/0

1. That the following contractors be appointed onto MBRC008838 - Preferred Supplier Arrangement - Fencing Services - Category 1 - Access Points and Bollards for a period of 12 months, with an option to extend for a further two 12-month periods if it is decided to be beneficial to Council:
 - a) Tuff Yards Pty Ltd
 - b) Bingin Holdings Pty Ltd T/A Superior Fences & Gates
 - c) Jack & Jed Pty Ltd T/A N&M Smith Earthmoving
 - d) Robert McConaghy T/A HSL Solutions
2. That the following contractors be appointed onto MBRC008838 - Preferred Supplier Arrangement - Fencing Services - Category 2 - Timber Fencing for a period of 12 months, with an option to extend for a further two 12-month periods if it is decided to be beneficial to Council:
 - a) Robert McConaghy T/A HSL Solutions
 - b) Ryno Fencing Pty Ltd
 - c) Bingin Holdings Pty Ltd T/A Superior Fences & Gates
3. That the following contractors be appointed onto MBRC008838 - Preferred Supplier Arrangement - Fencing Services - Category 3 - Chainwire Fencing for a period of 12 months, with an option to extend for a further two 12-month periods if it is decided to be beneficial to Council:
 - a) Tuff Yards Pty Ltd
 - b) Robert McConaghy T/A HSL Solutions
 - c) Bingin Holdings Pty Ltd T/A Superior Fences & Gates

ITEM 3.1 PURCHASING ARRANGEMENT - FENCING SERVICES - REGIONAL - A18948578 (Cont.)

4. That the following contractors be appointed onto MBRC008838 - Preferred Supplier Arrangement - Fencing Services - Category 4 - Weldmesh Fencing for a period of 12 months, with an option to extend for a further two 12-month periods if it is decided to be beneficial to Council:
 - a) Robert McConaghy T/A HSL Solutions
 - b) Ryno Fencing Pty Ltd
 - c) Bingin Holdings Pty Ltd T/A Superior Fences & Gates
5. That the Council enters into an agreement with each of the above contractors as described in this report.
6. 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 each of the above contractors in respect of each preferred supplier arrangement and any required variations of these agreements on Council's behalf.
7. That the Chief Executive Officer be authorised to determine under each preferred supplier arrangement whether to exercise the option to extend the contract by a further two 12-month periods or to review the composition of the preferred supplier list and consider whether it is necessary to re-tender the entirety of the preferred supplier arrangement.

ITEM 3.1 PURCHASING ARRANGEMENT - FENCING SERVICES - REGIONAL - A18948578 (Cont.)

OFFICER'S RECOMMENDATION

1. That the following contractors be appointed onto MBRC008838 - Preferred Supplier Arrangement - Fencing Services - Category 1 - Access Points and Bollards for a period of 12 months, with an option to extend for a further two 12-month periods if it is decided to be beneficial to Council:
 - a. Tuff Yards Pty Ltd
 - b. Bingin Holdings Pty Ltd T/A Superior Fences & Gates
 - c. Jack & Jed Pty Ltd T/A N&M Smith Earthmoving
 - d. Robert McConaghy T/A HSL Solutions
2. That the following contractors be appointed onto MBRC008838 - Preferred Supplier Arrangement - Fencing Services - Category 2 - Timber Fencing for a period of 12 months, with an option to extend for a further two 12-month periods if it is decided to be beneficial to Council:
 - a. Robert McConaghy T/A HSL Solutions
 - b. Ryno Fencing Pty Ltd
 - c. Bingin Holdings Pty Ltd T/A Superior Fences & Gates
3. That the following contractors be appointed onto MBRC008838 - Preferred Supplier Arrangement - Fencing Services - Category 3 - Chainwire Fencing for a period of 12 months, with an option to extend for a further two 12-month periods if it is decided to be beneficial to Council:
 - a. Tuff Yards Pty Ltd
 - b. Robert McConaghy T/A HSL Solutions
 - c. Bingin Holdings Pty Ltd T/A Superior Fences & Gates
4. That the following contractors be appointed onto MBRC008838 - Preferred Supplier Arrangement - Fencing Services - Category 4 - Weldmesh Fencing for a period of 12 months, with an option to extend for a further two 12-month periods if it is decided to be beneficial to Council:
 - a. Robert McConaghy T/A HSL Solutions
 - b. Ryno Fencing Pty Ltd
 - c. Bingin Holdings Pty Ltd T/A Superior Fences & Gates
5. That the Council enters into an agreement with each of the above contractors as described in this report.
6. 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 each of the above contractors in respect of each preferred supplier arrangement and any required variations of these agreements on Council's behalf.
7. That the Chief Executive Officer be authorised to determine under each preferred supplier arrangement whether to exercise the option to extend the contract by a further two 12-month periods or to review the composition of the preferred supplier list and consider whether it is necessary to re-tender the entirety of the preferred supplier arrangement.

ITEM 3.1 PURCHASING ARRANGEMENT - FENCING SERVICES - REGIONAL - A18948578 (Cont.)

REPORT DETAIL

1. Background

Pursuant to section 233 of the Local Government Regulation 2012, Council may enter into a medium-sized contractual arrangement or large-sized contractual arrangement for goods and services, without first inviting written quotes or tenders if the contract is entered into with a supplier under a preferred supplier arrangement. The competitive rates from preferred suppliers approved through the tender process are available to all staff responsible for procurement in Council should they require the services the preferred suppliers offer.

A tender for the establishment of purchasing arrangement MBRC008838 - Fencing Services was advertised on 25 May 2019 and closed on 21 June 2019.

The arrangement is to be awarded for a period of 12 months with an option to extend for a further two 12-month periods if it is decided to be beneficial to Council.

Council requires the above goods and services in large volumes and frequently. Better value for money can be obtained by accumulating the demand for these goods and services.

2. Explanation of Item

The submissions were assessed by the tender assessment team in accordance with Council's Purchasing Policy and the selection criteria set out in the tender documents.

Submissions that did not address mandatory assessment criteria were assessed as non-conforming and did not progress in the evaluation process. The submissions were then assessed on qualitative criteria that included Company Profile, Experience of Company Personnel, Safety Track Record, Environmental Considerations and whether the company was a Local Business and/or Industry. Pricing of Schedule of Rates was also considered.

The following tables list the recommended companies for each arrangement category based on ranking after the evaluation process was completed:

MBRC008838 Fencing Services - Category 1 - Access Points and Bollards

A total of eight submissions were received, with four companies recommended for appointment to the panel.

Rank	Tenderer
1	Tuff Yards Pty Ltd
2	Bingin Holdings Pty Ltd T/A Superior Fences & Gates
3	Jack & Jed Pty Ltd T/A N&M Smith Earthmoving
4	Robert McConaghy T/A HSL Solutions

MBRC008838 Fencing Services - Category 2 - Timber Fencing

A total of seven submissions were received, with three companies recommended for appointment to the panel.

Rank	Tenderer
1	Robert McConaghy T/A HSL Solutions
2	Ryno Fencing Pty Ltd
3	Bingin Holdings Pty Ltd T/A Superior Fences & Gates

ITEM 3.1 PURCHASING ARRANGEMENT - FENCING SERVICES - REGIONAL - A18948578 (Cont.)

MBRC008838 Fencing Services - Category 3 - Chainwire Fencing

A total of seven submissions were received, with three companies recommended for appointment to the panel.

Rank	Tenderer
1	Tuff Yards Pty Ltd
2	Robert McConaghy T/A HSL Solutions
3	Bingin Holdings Pty Ltd T/A Superior Fences & Gates

MBRC008838 Fencing Services - Category 4 - Weldmesh Fencing

A total of seven submissions were received, with three companies recommended for appointment to the panel.

Rank	Tenderer
1	Robert McConaghy T/A HSL Solutions
2	Ryno Fencing Pty Ltd
3	Bingin Holdings Pty Ltd T/A Superior Fences & Gates

3. Strategic Implications

3.1 Legislative/Legal Implications

The calling of public tenders and establishment of preferred supplier arrangements is in accordance with section 233 of the Local Government Regulation 2012.

3.2 Corporate Plan / Operational Plan

This project is consistent with the Corporate Plan outcome - Strengthening Communities: Strong local governance - strong leadership and governance.

3.3 Policy Implications

These arrangements have been established in accordance with the provisions of Council's Procurement Policy 2150-006.

3.4 Risk Management Implications

The appointment of the suppliers will ensure the timely delivery of these programs whilst complying with Council's Procurement Policy. A risk assessment of the goods and services to be supplied under each purchasing arrangements was undertaken during the development of the tender documentation. Where appropriate, specific requirements in relation to risk management and insurance coverage were included in the tender requirements and assessed as part of the overall evaluation process.

3.5 Delegated Authority Implications

Adoption of the suppliers by Council and approval of subsequent purchase orders within delegated financial authority limits will satisfy these requirements.

3.6 Financial Implications

Funding for works engaged under these preferred supplier arrangements are included in the Capital (including Minor Works) and Operations' works programs.

3.7 Economic Benefit

The appointment of preferred supplier arrangements will enable Council to deliver its programs in a timely and cost-effective manner.

ITEM 3.1 PURCHASING ARRANGEMENT - FENCING SERVICES - REGIONAL - A18948578 (Cont.)

The five recommended individual suppliers have a presence within the Moreton Bay Region.

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

Representatives from Council's Operations Department sat on the evaluation panel for this purchasing arrangement.

External financial assessments have been sought where necessary.

Corporate Procurement managed the process through preparation, release, evaluation and award.

UNCONFIRMED

4 ASSET CONSTRUCTION & MAINTENANCE SESSION

(Cr A Hain)

ITEM 4.1

MORETON BAY LOCAL DISASTER MANAGEMENT GROUP AND MORETON DISTRICT DISASTER MANAGEMENT GROUP - MEETING MINUTES JULY 2019 - REGIONAL

Meeting / Session: 4 ASSET CONSTRUCTION & MAINTENANCE
Reference: A18989177 : 21 August 2019 - **Refer Supporting Information A18870438**
Responsible Officer: CP, Coordinator Disaster Management (ECM Directorate)

Executive Summary

The Moreton Bay Local Disaster Management Group (LDMG) and Moreton District Disaster Management Group (DDMG) held its regular Ordinary meeting on 24 July 2019.

The minutes of this meeting are provided for reference.

RESOLUTION

Moved by Cr Peter Flannery
Seconded by Cr Mick Gillam

CARRIED 11/0

That the minutes of the combined Moreton Bay Local Disaster Management Group and the Moreton District Disaster Management Group meeting held 24 July 2019, be adopted as contained in the supporting information.

ITEM 4.1 MORETON BAY LOCAL DISASTER MANAGEMENT GROUP AND MORETON DISTRICT DISASTER MANAGEMENT GROUP - MEETING MINUTES JULY 2019 - REGIONAL - A18989177 (Cont.)

OFFICER'S RECOMMENDATION

That the minutes of the combined Moreton Bay Local Disaster Management Group and the Moreton District Disaster Management Group meeting held 24 July 2019, be adopted as contained in the supporting information.

REPORT DETAIL

1. Background

In accordance with section 29 of the *Disaster Management Act 2003*, a local government is required to establish a Local Disaster Management Group for its local government area. Section 12 of the *Disaster Management Regulation 2014* states that 'disaster management group meetings must be held at least once in every six months at the times and places decided by the chairperson of the group'.

To meet these minimum requirements, the Moreton Bay LDMG and Moreton DDMG conducts Ordinary meetings every four months, generally during the months of February, July and November. Extraordinary meetings of the LDMG/DDMG are also held as required before, during or after disaster events.

The combined LDMG/DDMG held its regular Ordinary meeting on 24 July 2019, the minutes of which are provided in the supporting information to this report.

2. Explanation of Item

This report is provided for advising Council as to the issues discussed and any meeting outcomes/action items.

Combined meetings are chaired on a rotational basis. Since MBRC chaired the last meeting held in February 2019, the July meeting was chaired by Queensland Police Service (QPS). The next meeting scheduled for 27 November 2019 will be chaired by MBRC.

3. Strategic Implications

3.1 Legislative/Legal Implications

It is a requirement under section 18 of the *Disaster Management Regulation 2014* that a disaster management group must keep minutes of its meetings.

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

No policy implications arising as a direct result of this report.

3.4 Risk Management Implications

MBRC Disaster Management Unit continues to review and update the Council Disaster Risk Hazard Assessment using the Queensland Emergency Risk Management Framework (QERMF). Currently the team has successfully drafted QERMF Risk Assessments for Bushfire, Severe Storm and Coastal Inundation. The focus now is on gaining stakeholder input from relevant agencies and final clarification with risk-owners and key infrastructure operators.

Queensland Fire and Emergency Services highlighted in its report that all agencies are working to reduce identified bushfire risks through hazard reduction burns. However, wet weather and periods of Very High Fire Danger have made planned burns difficult and most agencies have had their burn programme disrupted. This increases the importance of community awareness programs and fire break maintenance to mitigate the risk of bushfire during what is expected to be a long and high-risk bushfire season from 31 August 2019.

ITEM 4.1 MORETON BAY LOCAL DISASTER MANAGEMENT GROUP AND MORETON DISTRICT DISASTER MANAGEMENT GROUP - MEETING MINUTES JULY 2019 - REGIONAL - A18989177 (Cont.)

MBRC continues to support risk mitigation for 'at risk' communities through the My Resilient Community engagement strategy with identified at risk communities at Mt Mee/Ocean View, Mt Nebo/Mt Glorious, Beachmere, Toorbul, Donnybrook and Meldale. Future work will also commence in the Dayboro and Woodford areas in 2019/20.

Queensland Fire and Emergency Services have published several documents to enhance the communities' awareness of the risks and impacts of climate, weather and geological hazard mechanisms in Queensland going forward. These include the [State Heatwave Risk Assessment](#); [State Earthquake Risk Assessment](#); [Tsunami Guide for Queensland 2019](#); and, [Severe Wind Hazard Assessment for Queensland](#). These documents are commended to Councillors as providing realistic and tangible information on the potential physical impacts of climate change and natural hazards on Queensland communities in the short, medium and long term.

3.5 Delegated Authority Implications

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

3.6 Financial Implications

No financial implications arising as a direct result of this report.

3.7 Economic Benefit

No economic benefit implications arising as a direct result of this report.

3.8 Environmental Implications

No environmental implications arising as a direct result of this report.

3.9 Social Implications

The DDMG Executive Officer provided an update to the meeting on the ongoing establishment of a working group to enhance the outcomes of care delivered to the region's aged community through an Aged Care Providers' Engagement Project.

3.10 Consultation / Communication

Regular ongoing consultation/communication takes place between all members and advisors of the Moreton Bay LDMG, Moreton DDMG and various state government entities such as the Queensland Police Service, Queensland Fire and Emergency Services, the Office of the Inspector-General Emergency Management and the Queensland Reconstruction Authority.

**ITEM 4.2
TENDER - TESTING OF ELECTRICAL EQUIPMENT (MBRC008371) - REGIONAL**

Meeting / Session: 4 ASSET CONSTRUCTION & MAINTENANCE
Reference: A18915111 : 26 August 2019 - Refer **Confidential** Supporting Information
A18572240
Responsible Officer: CB, Senior Technical Officer (ECM Asset Maintenance)

Executive Summary

The testing of electrical equipment located in Council's buildings and facilities across the region are undertaken through a contract arrangement. Tenders were called for 'Testing of Electrical Equipment (MBRC008371)' through open tender using LG Tenderbox. Tenders closed on 14 May 2019, with 15 conforming and two non-conforming submissions received.

It is recommended that the contract be awarded to CorpDevel Technologies (trading as Platinum Electrical and Air) for an estimated sum of \$269,461.75 (excluding GST) for the initial contract period of 22 months (from date of signing to 30 June 2021), with an option to extend by a further two x one-year periods, subject to satisfactory performance.

RESOLUTION

Moved by Cr Matt Constance

Seconded by Cr James Houghton

CARRIED 11/0

1. That the tender for 'Testing of Electrical Equipment (MBRC008371)' be awarded to CorpDevel Technologies (trading as Platinum Electrical and Air) for the estimated sum of \$269,461.75 (excluding GST) for the initial period of 22 months (date of signing to 30 June 2021), with an option to extend by a further two x one-year periods, subject to satisfactory performance.
2. That the Council enters into an agreement with CorpDevel Technologies (trading as Platinum Electrical and Air) as described in this report.
3. That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, negotiating, making, amending, signing and discharging the agreement with CorpDevel Technologies (trading as Platinum Electrical and Air) for Testing of Electrical Equipment (MBRC008371) and any required variations of the agreement on Council's behalf.

ITEM 4.2 TENDER - TESTING OF ELECTRICAL EQUIPMENT (MBRC008371) - REGIONAL - A18915111 (Cont.)

OFFICER'S RECOMMENDATION

1. That the tender for 'Testing of Electrical Equipment (MBRC008371)' be awarded to CorpDevel Technologies (trading as Platinum Electrical and Air) for the estimated sum of \$269,461.75 (excluding GST) for the initial period of 22 months (date of signing to 30 June 2021), with an option to extend by a further two x one-year periods, subject to satisfactory performance.
2. That the Council enters into an agreement with CorpDevel Technologies (trading as Platinum Electrical and Air) as described in this report.
3. That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, negotiating, making, amending, signing and discharging the agreement with CorpDevel Technologies (trading as Platinum Electrical and Air) for Testing of Electrical Equipment (MBRC008371) and any required variations of the agreement on Council's behalf.

REPORT DETAIL

1. Background

Council currently undertakes inspection and testing of switchboards and portable electrical equipment located in Council's buildings and facilities through contracted works. The current contract for these services expired on 30 June 2019.

This contract allows for the periodic inspection and testing of equipment at 420 Council sites across the region. The inspection and testing frequency varies between quarterly and two yearly durations, depending on the type of equipment and switchboard classification. The inspection and testing works also includes condition and compliance assessments of switchboards to assess the functionality and ability for upgrades and renewals to maximise the life of the assets.

2. Explanation of Item

Tenders were called for 'Testing of Electrical Equipment (MBRC008371)' through open tender using LG Tenderbox. Tenders closed on 14 May 2019, with 15 conforming and two non-conforming submissions received.

A series of clarification meetings was held with a number of the tenderers to better understand the submissions. This is the main reason for the delay between the tender closing date and this report being considered by Council.

Tenders were assessed by a selection panel in accordance with Council's Procurement Policy and the mandatory selection criteria set out in the tender documentation.

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

Rank	Tenderer	Evaluation Score
1	CorpDevel Technologies T/A Platinum Electrical & Air	94.49
2	T2 Electrical & Data Pty Ltd	90.79
3	Pulse Electrical	90.42
4	J&P Richardson Industries Pty Ltd	89.41
5	QA Electrical	88.76
6	Eco Energy Queensland	88.00
7	Testel Australia Pty Ltd	87.62
8	Liam Marshall T/A PJM Electrics Pty Ltd	87.49

ITEM 4.2 TENDER - TESTING OF ELECTRICAL EQUIPMENT (MBRC008371) - REGIONAL - A18915111 (Cont.)

9	TF Woollam and Son Pty Ltd trading as Woollam Constructions	83.63
10	Arnold Electrical & Data Installations Pty Ltd	83.19
11	SMA Trade Group Pty Ltd	81.72
12	JJN Electrical & Air Conditioning Pty Ltd	76.63
13	Tri-State Electrical and Communications	48.33
14	Comlek Group Pty Ltd	10.10
15	Electrical Data & Security Services Pty Ltd	-8.48
16	Geoff Gatt T/A Specialist Thermography Consultants Pty Ltd	Non-conforming
17	Powertec Projects Australia	Non-conforming

CorpDevel Technologies trading as Platinum Electrical and Air (PE&A) submitted a comprehensive tender submission. PE&A's submission demonstrated the required level of skill, knowledge, experience and their capacity to undertake the works required. The offer from PE&A was the second lowest priced submission and received the highest evaluation score. At the post tender clarification meeting, PE&A provided the evaluation team with confidence in their ability to deliver the inspection and testing required. The offer from PE&A is deemed best value for Council and is the recommendation of this report.

T2 Electrical & Data Pty Ltd (T2) submitted a comprehensive tender submission. Their submission demonstrated the required level of skill, knowledge, experience and their capacity to undertake the works required; however, there were no additional benefits for the higher price. The offer from T2 was the fourth lowest priced submission and received the second highest evaluation score. This offer was not deemed best value to Council.

Pulse Electrical (PE) submitted a comprehensive tender submission. Their submission demonstrated the required level of skill, knowledge, experience and their capacity to undertake the works required; however, there were no additional benefits for the higher price. The offer from PE was the eighth lowest priced submission and received the third highest evaluation score. This offer was not deemed best value to Council.

Testel Australia Pty Ltd (TA) did not submit a comprehensive tender submission. Their submission did not provide comprehensive information on how the company would deliver the required services and therefore was scored accordingly. The offer from TA was the lowest priced submission and received the seventh highest evaluation score. This offer was not deemed best value to Council.

The offers received from **Geoff Gatt T/A Specialist Thermography Consultants Pty Ltd** and **Powertec Projects Australia** were deemed non-conforming as these companies did not complete the 'Formal Requirements under Part 1 - Conditions of Tender' in full, including the Pricing Schedule submission and Tender Response submission, respectively.

3. Strategic Implications

3.1 Legislative/Legal Implications

Due to the value of the service being greater than \$200,000, Council called a public tender for the services through LG Tender Box system in accordance with the *Local Government Act 2009*.

3.2 Corporate Plan / Operational Plan

This project is consistent with the Corporate Plan outcome - Strengthening Communities: Healthy and supportive communities - a healthy and inclusive community.

3.3 Policy Implications

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

- Council's Procurement Policy 2150-006

ITEM 4.2 TENDER - TESTING OF ELECTRICAL EQUIPMENT (MBRC008371) - REGIONAL - A18915111 (Cont.)

- 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.

Risk	Mitigation
Attend all systems within the periodic servicing timeframes considering the large geographical spread and number of Council buildings and facilities.	CorpDevel Technologies (trading as Platinum Electrical and Air) confirmed they will service all sites within the tendered timeframe and have the required technicians and plant resources available to fulfil the requirements of the tender.
No Council attendance during maintenance to validate completion.	CorpDevel Technologies (trading as Platinum Electrical and Air) confirmed they will submit service reports as evidence once works completed.
Efficient and effective response time in attending emergencies.	CorpDevel Technologies (trading as Platinum Electrical and Air) confirmed that they will arrive onsite and commence work within the required tendered timeframe.

A third-party review of financial status of the recommended tenderer has been carried out with a rating of 'sound', which has confirmed that they have the financial capacity to carry out the required works.

3.5 Delegated Authority Implications

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

3.6 Financial Implications

The estimated costs as tendered by CorpDevel Technologies (trading as Platinum Electrical and Air) are within budget allocation. All financials shown below are excluding GST.

Tendered price	\$269,461.75
Contingency 5%	\$ 13,473.09

Total Cost	\$282,934.84
	=====

3.7 Economic Benefit

Effective inspection and testing of electrical equipment promotes reliable and compliant equipment operation, supports Council's regional image, helps project confidence and encourages growth.

3.8 Environmental Implications

No environmental implications arising as a direct result of this report.

3.9 Social Implications

Inspecting and testing electrical equipment continues to demonstrate Council's commitment to its obligation as an actively responsible member of the local community.

3.10 Consultation / Communication

Consultation for the delivery of this contract has been undertaken with relevant officers, stakeholders, and the procurement section of Council.

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 SESSION

(Cr D Grimwade)

No items for consideration.

11. GENERAL BUSINESS OR RESPONSE TO QUESTIONS TAKEN ON NOTICE

**ITEM 11.1
REGIONAL EVENTS**

Cr Koliana Winchester noted her attendance on behalf of Cr Allan Sutherland (Mayor) on Saturday, 31 August 2019 at the **Rockin' for the Homeless** event which was held at Redcliffe Area Youth Space. Cr Winchester advised that all money raised from the event would go towards supporting the Breakfast Club which in turn supports feeding homeless people through the region.

Cr Denise Sims reported on her attendance on behalf of Cr Allan Sutherland (Mayor) at the **Hamro Pathsala and Teej** celebrations which was held the John Oxley Reserve on Sunday, 1 September 2019. Cr Sims mentioned that this was a Nepalese celebration which was well-attended, celebrating the group's 2nd year anniversary. Cr Sims noted the importance of local cultural groups connections with the wider community.

**ITEM 11.2
MORETON BAY FOUNDATION**

Cr Mike Charlton (Deputy Mayor) made mention of his attendance at the **Moreton Bay Foundation Inaugural Dinner** held on Friday night, 30 August 2019. Cr Charlton (Deputy Mayor) noted this was a very interesting event, with a variety of topics spoken about relating to environmental issues within the Moreton Bay region, in particular "conscious consumerism".

The Moreton Bay Foundation's vital environmental programs and research projects, and to raise awareness of this delicate ecosystem and natural wonder.

Cr Peter Flannery had attended the **Moreton Bay Foundation Launch & Community Discussion** held earlier in the day which was officially opened by His Excellency, the Honourable Paul de Jersey AC, Governor of Queensland.

RESOLUTION

Moved by Cr Mike Charlton (Deputy Mayor)

Seconded by Cr Peter Flannery

CARRIED 11/0

That Council give consideration to possible membership of the Moreton Bay Foundation at a future workshop.

**ITEM 11.3
WARRIGALS RUGBY LEAGUE CLUB**

Cr Brooke Savige made mention of the **Bribie Island Warrigals Rugby League Club** hosting the rugby leagues finals on the preceding weekend. Cr Savige reported there was approximately 5,500 in attendance at the game and although the Warrigals did not take the win, it was an incredible event.

RESOLUTION

Moved by Cr Brooke Savige

Seconded by Cr Adam Hain

CARRIED 11/0

That a Mayoral letter of congratulation be sent to the Warrigals Rugby League Club for the successful hosting of the finals event.

**ITEM 11.4
NEXT GENERATION ART PRIZE 2019**

Cr Brooke Savige mentioned her attendance on Saturday night, 31 August 2019 at the **Next Generation Art Prize 2019** held in the Matthew Flinders Art Gallery, Bribie Island Community Arts Centre. Cr Savige noted this region-wide event was well-attended and highlighted the calibre of young artist's, with a large range of quality artwork on display.

RESOLUTION

Moved by Cr Brooke Savige
Seconded by Cr Denise Sims

CARRIED 11/0

That a Mayoral letter of congratulation be sent to the Bribie Island Community Arts Centre for the successful organisation and running of the Next Generation Art Prize event.

**ITEM 11.5
BURPENGARY COMMUNITY PROGRESS ASSOCIATION INC - 60TH ANNIVERSARY**

Cr Peter Flannery reported on the 60th anniversary of the **Burpengary Community Progress Association Inc** which was celebrated recently. Cr Flannery noted this is an outstanding group.

RESOLUTION

Moved by Cr Peter Flannery
Seconded by Cr Mike Charlton (Deputy Mayor)

CARRIED 11/0

That a Mayoral letter of congratulation be sent to Burpengary Community Progress Association Inc on celebrating their 60th anniversary.

ADJOURNMENT

The meeting adjourned at 10.55am.

ATTENDANCE

The Mayor (Cr Allan Sutherland) left the meeting during the adjournment.

RECONVENE MEETING

RESOLUTION

Moved by Cr Mick Gillam
Seconded by Cr James Houghton

CARRIED 10/0

The Mayor (Cr Allan Sutherland) had left the meeting during the adjournment and was not present when the meeting reconvened

That the General meeting be reconvened.

The meeting resumed at 2.48pm.

**ITEM 11.6
APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER**

RESOLUTION

Moved by Cr Mike Charlton (Deputy Mayor)
Seconded by Cr Matt Constance

CARRIED 10/0

That Council resolves to:

1. Pursuant to section 195 of the *Local Government Act 2009*, appoint Graeme Kanofski, Interim Director Finance and Corporate Services, being a qualified person, to be the acting Chief Executive Officer of Council from the date of this resolution for periods the Chief Executive Officer is absent from duty or cannot, for another reason, perform the Chief Executive Officers responsibilities.
2. Revoke the appointment made on 21 May 2014 (reference A9497951) for the period Graeme Kanofski is appointed to the role of acting Chief Executive Officer as per 1 above.

Council notes that:

3. The resolution made on 27 November 2012 (reference A7570006) remains in place.

12. CLOSED SESSION

(s275 of the *Local Government Regulation 2012*)

12a. CONFIDENTIAL OFFICERS' REPORTS TO COUNCIL

No items for consideration.

12b. CONFIDENTIAL GENERAL BUSINESS

No items for consideration.

13. CLOSURE

There being no further business the meeting closed at 2.50pm.

ACTING CHIEF EXECUTIVE OFFICER'S CERTIFICATE

I certify that minute pages numbered 19/1962 to 19/1989 constitute the minutes of the General Meeting of the Moreton Bay Regional Council held 3 September 2019.

Graeme Kanofski
Acting Chief Executive Officer

CONFIRMATION CERTIFICATE

The foregoing minutes were confirmed by resolution of Council at its meeting held Tuesday 10 September 2019.

Graeme Kanofski
Acting Chief Executive Officer

Councillor Allan Sutherland
Mayor

UNCONFIRMED