



AGENDA

GENERAL MEETING

Wednesday 6 November 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 Wednesday 6 November 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

31 October 2019

Membership = 13
Mayor and all Councillors

Quorum = 7

[Agenda for public distribution](#)

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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. A) CONFIRMATION OF MINUTES FROM PREVIOUS GENERAL MEETING

General Meeting - 29 October 2019 (Pages 19/2257 - 19/2285)

RESOLUTION that the minutes of the General Meeting held 29 October 2019, be confirmed.

Attachment #1 Unconfirmed Minutes - General Meeting 29 October 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

ADOPTION OF COUNCIL POLICY - REGIONAL

Meeting / Session: GOVERNANCE
Reference: A19278447 : 30 October 2019 **Refer Supporting Information A19277928**
Responsible Officer: GK, Acting Chief Executive Officer (CEO, CEO's Office)

Executive Summary

Council regularly reviews its Policies for applicability, effectiveness, and consistency with relevant legislation, Council resolutions, and other Council documents.

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

- Policy 2150-112 - Executive Performance Review

This policy was prepared in accordance with Recommendation 3 of the Grassroots Connections Australia Outcomes Report for Moreton Bay Regional Council:

- *"That the Council develop a formal performance appraisal process to govern the review of the performance of the CEO and senior executive officers.*
- *This should include guidelines for implementing the Mayor's responsibility in conducting the performance appraisal of the CEO, under Section 12(4) of the Local Government Act."*

OFFICER'S RECOMMENDATION

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

- Policy 2150-112 - Executive Performance Review

ITEM 1.1 ADOPTION OF COUNCIL POLICY - REGIONAL - A19278447 (Cont.)

REPORT DETAIL

1. Background

In accordance with the review triggers, Council reviews its Policies for applicability, effectiveness, and consistency with relevant legislation, Council resolutions, and other Council documents.

2. Explanation of Item

An explanation of the objective, policy summary, and any amendments made to the identified policies is outlined below:

Policy 2150-112 - Executive Performance Review

Objective: To strengthen Council's commitment to Good Governance by ensuring clarity of direction to Council's CEO and senior executive officers and a robust system of performance accountability in alignment with the Local Government principles.

This policy is to establish an executive performance review framework to satisfy the requirements of Section 194 (3) of the Local Government Act 2009 which provides that a person who is appointed as the chief executive officer must enter into a written contract of employment with the local government, which amongst other things must provide for the chief executive officer to meet performance standards set by the local government.

Policy Summary: Moreton Bay Regional Council considers responsible Performance review to be an essential ingredient of good governance. It sees effective performance review as the continuous process of establishing clear performance expectations for Executive Staff, followed by regular monitoring and measurement of performance against those expectations.

Summary of amendments: Nil. This policy was prepared in accordance with Recommendation 3 of the Grassroots Connections Australia Outcomes Report for Moreton Bay Regional Council:

- *"That the Council develop a formal performance appraisal process to govern the review of the performance of the CEO and senior executive officers.*
- *This should include guidelines for implementing the Mayor's responsibility in conducting the performance appraisal of the CEO, under Section 12(4) of the Local Government Act."*

3. Strategic Implications

3.1 Legislative/Legal Implications

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

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

Council regularly reviews its Policies for applicability, effectiveness, and consistency with relevant legislation, Council resolutions, and other Council documents.

3.4 Risk Management Implications Nil identified

3.5 Delegated Authority Implications Nil identified

3.6 Financial Implications Nil identified

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ITEM 1.1 ADOPTION OF COUNCIL POLICY - REGIONAL - A19278447 (Cont.)

3.7 Economic Benefit Implications Nil identified

3.8 Environmental Implications Nil identified

3.9 Social Implications Nil identified

3.10 Consultation / Communication

Councillors, the Executive Management team and relevant Council officers have been consulted in the preparation of this report.

SUPPORTING INFORMATION

Ref: [A19277928](#)

The following list of supporting information is provided for:

ITEM 1.1

ADOPTION OF COUNCIL POLICY - REGIONAL

#1 Policy 2150-112 - Executive Performance Review

ITEM 1.1 ADOPTION OF COUNCIL POLICY - REGIONAL - A19278447 (Cont.)

#1 Policy 2150-112 - Executive Performance Review



Policy: 2150-112

Executive Performance Review

Head of Power

Section 194 -Local Government Act 2009

Related Legislation

Section 4 and Section 12 of the *Local Government Act 2009*

Objective

To strengthen Council's commitment to Good Governance by ensuring clarity of direction to Council's CEO and senior executive officers and a robust system of performance accountability in alignment with the Local Government principles.

This policy is to establish an executive performance review framework to satisfy the requirements of Section 194 (3) of the Local Government Act 2009 which provides that a person who is appointed as the chief executive officer must enter into a written contract of employment with the local government, which amongst other things must provide for the chief executive officer to meet performance standards set by the local government.

The policy describes the philosophy applying to the Council's approach to executive performance review, the overall framework of setting performance expectations, monitoring and measuring performance against those expectations and the regular dialogue and review practices to be followed in formalizing the review process by appropriate recording and reporting of the results.

Definitions

Executive Staff means The Council's Chief Executive Officer and the senior executive officers described as Directors who are direct reports to the Chief Executive Officer.

Performance Review Framework means the arrangement of procedures for the conduct of the performance review for executive staff summarized in Section 9 of this policy.

Application

This Policy applies to the Chief Executive Officer and the Senior Executive Officers (Directors) within Council.

Policy Statement

1.1. Basis for performance review

Moreton Bay Regional Council considers responsible Performance review to be an essential ingredient of good governance. It sees effective performance review as the continuous process of establishing clear performance expectations for Executive Staff, followed by regular monitoring and measurement of performance against those expectations.

An effective system of performance review:

- creates alignment of individual and team effort with organisational goals and objectives;
- reflects a shared vision of the organisation's strategic direction;
- facilitates discussions on performance expectations, standards and achievements;
- provides a mechanism for employees to receive regular performance feedback and guidance;
- helps to maintain high levels of performance and identify areas for improvement;

ITEM 1.1 ADOPTION OF COUNCIL POLICY - REGIONAL - A19278447 (Cont.)



Policy: 2150-112 - Executive Performance Review

- empowers employees by encouraging their input into goal and objectives setting;
- provides a mechanism to both acknowledge exceptional performance and address under performance;
- identifies learning and development needs;
- aids in succession planning by identifying outstanding performers; and
- provides an avenue for employees to provide feedback on the effectiveness of workplace systems, processes and procedures.

While performance review looks at the achievements of the Executive Staff against pre-determined, and agreed targets, it is also concerned with developing outstanding leaders through professional development and training.

A key part of performance review process is ensuring that there is open and honest communication between the Executive Staff and their respective Review Panel about their performance against defined Key Performance Indicators. The creation of a framework where objective feedback is openly received and constructively given, without bias or fear of retribution, encourages an environment where high performance can thrive.

Creating a performance focused culture makes good business sense and provides an organisation with competitive advantage.

1.2. Philosophy of Performance Focus

Council's philosophy on which the performance review process is built recognises the following guiding principles:

Having a performance focus means:

- Underpinning the performance culture with commitment to positive organisational Values.
- Encouraging a two-way communication process, involving both the Executive Staff and their Review Panel.
- Discussing performance on a continuous basis, not just as an annual evaluation process.
- Aligning the Executive Staff skills, competency requirements, development plans and performance expectations as to results with the organisation's strategic and operational objectives.
- Assessing performance outcomes on objective, outcome-related criteria, developed and mutually understood in advance and assessed free from bias or irrelevant personal considerations.
- Setting objective for future professional development and growth in leadership.

1.3. Performance Review Cycle

Executive performance review involves more than just sitting down during review periods to measure physical project deliverables. It is a continuous process involving Planning, Developing, Monitoring, Communicating and where appropriate Rewarding and Counselling.

Although usually linked to the Council's fiscal cycle elements of the review may also be linked to longer term outcomes. In such cases, milestones can be agreed to enable progressive evaluation of achievements during designated review periods.

The continuous nature of performance management can be best illustrated by Council's Performance Management Cycle.



Policy: 2150-112 - Executive Performance Review

Performance Management Cycle



Leadership Competencies



ITEM 1.1 ADOPTION OF COUNCIL POLICY - REGIONAL - A19278447 (Cont.)



Policy: 2150-112 - Executive Performance Review

Each of the key competencies has essential elements that represent the aspirational benchmark of each member of the Executive Staff. These are defined in detail in the relevant Performance Agreement together with their respective indicators of fulfilment and method of measurement. An example of how these competencies are recognised is provided in the following table.

Table 1 – Executive Competencies – Highly performing Executives demonstrate the following elements in the conduct of their role.

Focus Area	Competency	Elements
Leadership	Values Based Leadership	<ul style="list-style-type: none"> Commanding the respect of peers and staff generally, representing an inspirational role model for all staff and enjoying the confidence of Councillors and staff by demonstrating positive organisational Values.
	Innovation	<ul style="list-style-type: none"> Exhibiting by example and encouraging in others creativity, innovation and continuous improvement.
	Change Management	<ul style="list-style-type: none"> Managing change within the organisation with an emphasis on equity, inclusiveness, effectiveness, participation, responsiveness and accountability.
	Self-Discipline	<ul style="list-style-type: none"> Exercising high levels of integrity in all matters, managing issues of controversy and conflict ethically and professionally through effective negotiation and collaborative orientation.
Strategy	Visioning Prioritising and Planning	<ul style="list-style-type: none"> Displaying an understanding of the big picture by insightful advice to Council and skillful allocation of priorities to achieve effective integration of strategic planning with operational delivery.
Results	Good Governance	<ul style="list-style-type: none"> Ensuring the provision of effective management systems to assure legislative compliance, management of risk and quality decision making in accordance with the Local Government Principles.
	Resource Management	<ul style="list-style-type: none"> Managing the Council's assets and service delivery to attain effective outcomes in the context of financial sustainability and nurturing the workforce to ensure a safe, healthy and humanistic work environment with continuing capability development.
	Service Delivery	<ul style="list-style-type: none"> Ensuring that management systems are in place to engage with relevant stakeholders to identify all internal and external customer requirements and enable these requirements to be met in a realistic, responsive, cost effective, equitable and timely fashion.
People	Relationships	<ul style="list-style-type: none"> Supporting the Mayor and Councillors in the efficient discharge of their responsibilities under legislation and empowering staff to achieve personal and corporate goals, especially through teamwork and collaboration not only with each other but also with community, business, government.
	Capacity Building	<ul style="list-style-type: none"> Continuously developing organisational capacity necessary for the achievement of the organisation's objectives, including empowerment of staff to exercise operational discretion commensurate with capability.

ITEM 1.1 ADOPTION OF COUNCIL POLICY - REGIONAL - A19278447 (Cont.)



Policy: 2150-112 - Executive Performance Review

Focus Area	Competency	Elements
	Accountability	<ul style="list-style-type: none"> Monitoring, measuring and reporting on organisational outcomes against good practice standards and expectations, identify deviations, implementing improvement and accepting accountability for performance.

1.4. What is the Executive Performance Review Framework?

The Executive Performance Review Framework outlines the way which Council exercises oversight of the performance of its Executive Staff. The framework emphasises Leadership Competencies and visibly links individual performance to achievement of organisational objectives.

1.5. To whom does the Executive Performance Review Framework apply?

The Executive Performance Review Framework applies to the Chief Executive Officer and the Senior Executive Officers (Directors) within Council.

1.6. What does the Framework comprise?

The Council's Executive Performance Review Framework will comprise:

1. A Performance Agreement and Performance Plan entered into each year (for the term of the financial year) between the Executive Staff and their respective supervisor. These agreements will be between:
 - a. The CEO and the Mayor
 - b. The respective Directors and the CEO
2. The Performance Plan will contain performance expectations in respect of both Executive Competencies and priority Deliverables as described in Section 5.1 below.
3. A Review Panel will be appointed for each review period to conduct periodic performance reviews for each member of the Executive Staff in accordance with the Performance Plan. The respective review Panels will be constituted as follows:

CEO	Directors
Mayor (Review Panel Chair), Deputy Mayor External Consultant*	CEO (Review Panel Chair) in consultation with the Mayor. External Consultant*

*A suitably qualified facilitator will be appointed to assist the review panel in the conduct of the review. The terms of that assistance will be agreed with the Review Panel.

4. The Review process will involve periodic interaction between the Review Panel and the respective Executive Staff as outlined in Section 5.3 below and include:
 - a. Quarterly informal dialogue between the Executive Staff and the Panel Chair about progress of the Performance Plan;
 - b. A half year review involving the Review Panel in a progress evaluation against the key elements of the Performance Plan;
 - c. A formal facilitated Annual Review incorporating a documented self-assessment report by the Executive Staff together with a 360° Survey of the executive's performance against the Executive Competencies.
5. Formal feedback will be provided to the Executive Staff following the annual review including outcomes as to any remuneration or professional development actions to be taken. Agreement on of the ensuring year's Performance Plan will occur in conjunction with the Annual Review.

ITEM 1.1 ADOPTION OF COUNCIL POLICY - REGIONAL - A19278447 (Cont.)



Policy: 2150-112 - Executive Performance Review

2. The Executive Performance Review Process

2.1. Establishment of Annual Performance Agreement

At the commencement of each review period, which aligns with the financial year, the Executive Staff and their immediate supervisor will enter into a Performance Agreement describing the agreed performance requirements for the year. These requirements will be documented in an agreed Performance Plan. The Performance Plan will comprise three parts:

Part A – Executive Competencies

This part sets out the performance expectations as reflected through the Executive Competencies (exemplified in Table 1 above) together with measures by which actual performance will be evaluated against those expectations. Typically, this will be achieved by using a suitably designed 360° survey including input from Councillors, peers, direct reports and other key stakeholders.

Part B – Priority Deliverables

This part sets out the performance expectations of the Executive Staff in delivering specific outcomes within their area of organisational jurisdiction. Typically, this comprises effective execution of the core functional responsibilities within their charge, including successful implementation of the Council's Operational Plan, as well as specific priority project targets and timeframes as well as measures by which actual performance will be evaluated against those expectations and targets.

Part C – Professional Development

This part will focus on the continuing development needs for the Executive Staff. Any training and development needs will be documented within the Performance Plan, along with the timeframe within which the program will take place.

2.2. Establishment of the Review Panels

The Review Panels responsible for providing feedback to the Executive Staff on their performance and potential development needs will be appointed prior to the commencement of the review period. The role of the Review Panel will be to assist the Chair in evaluating the various elements of the Performance Plan and providing feedback to the Executive Staff on their performance in that respect.

Councillors may be invited to be involved in the performance review process but this will be limited to participation in the 360° survey, to provide feedback for consideration by the Review Panels. Whilst Council will determine matters associated with the Chief Executive Officer's employment and remuneration, Councillors will not be involved in any decision making regarding a Director's on-going employment or remuneration (This will be the responsibility of the CEO as provided for in the Local Government Act).

2.3. Scheduled review periods

For the purposes of progressively monitoring performance against the agreed requirements the following reporting and review arrangements shall apply:

- On a quarterly basis each member of the Executive Staff shall provide a short written report to the Review Panel Chair outlining general progress against the agreed Performance Plan and identifying any issues likely to impact on the achievement of the performance outcomes, targets or timeframes agreed to. The respective officers and the Chair will meet to review and discuss the report.
- At the mid-point of the review period (in January each year) the Review Panel Chair shall convene a meeting of the Review Panel to conduct an intermediate review by interview with each of the Executive Staff. The officer will provide the Review Panel Chair with a report on the progress achieved against the performance plan targets together with commentary as to any issues that require attention to ensure completion of the agreed targets by the end of the review period. The involvement of an external Facilitator for this review will be optional at the election of the Panel Chair.

ITEM 1.1 ADOPTION OF COUNCIL POLICY - REGIONAL - A19278447 (Cont.)



Policy: 2150-112 - Executive Performance Review

- At the conclusion of the review period (in July each year) the Review Panel Chair will convene a meeting of the Review Panel to conduct the formal Annual performance evaluation with the Executive. This review will involve the engagement of an external Facilitator.

2.4. Formal Annual Performance Evaluation

Although the key focus of the evaluation interview is the conversation that takes place between the Review Panel and the Executive Staff, it is important that the outcomes of the discussions are appropriately documented. The documentation of the discussions ensures a common understanding of the review outcomes and provides a ready source for parties to refer to, in the case of any differences in subsequent understanding.

The process for the annual review shall be as follows:

- The Executive Staff will be provided with notice in writing that the formal performance reevaluation is to be conducted at least fourteen (14) days before the intended review meeting.
- The Executive Staff will within seven days of the notice provide a self-assessment report for their respective Review Panel Chair.
- The Review Panels will consider feedback from Councillors provided as part of the 360° feedback process as outlined in Section 5.5 below.
- The Review Panel will conduct the performance evaluation (with the assistance of an externally facilitator) at the Review Meeting as advised to the Executive Staff.
- For the Chief Executive Officer, the Review Panel's conclusions shall be reported confidentially to Council.
- The documentation completed for the review of both the CEO and the Directors will be committed as a record to their respective personnel files.
- Within one month of the Review meeting the Review Panel Chair will provide formal advice to the Executive Staff of the performance review outcomes
- That advice will set out:
 - The Review Panel's conclusions regarding the officer's performance;
 - Any proposal to vary the officer's position description or performance criteria as a consequence of the performance review;
 - Any directions as to the officer's future performance of the duties of their role.
 - Any approved Professional Development opportunities to be provided to the officer as a result of the review.
 - Any matters associated with remuneration review as appropriate.

2.5. 360 Degree Feedback Process

The 360 Degree Feedback process will be undertaken at least one (1) month prior to the Annual Review meeting. This will ensure that there is adequate time to analyse the results and compile an informative report for the Review Panels.

Participants

Participants in the 360° feedback will be:

- a) The relevant officer's direct manager (in the case of the Chief Executive Officer this will be the Mayor);
- b) All Councillors;
- c) The officer's peers (in the case of the Chief Executive Officer there will be no peers included in the feedback process);
- d) The officer's direct reports;
- e) Two (2) key stakeholders of the officer's performance to be agreed between the officer and the Review Panel.
- f) The 360° Feedback survey will be administered by the independent Facilitator. The survey will be sent to all participants for completion and return to the Facilitator. Instructions will be provided to the participants at this time. The survey will remain open for two (2) weeks, with reminders being sent to all participants toward the close of the survey period.

ITEM 1.1 ADOPTION OF COUNCIL POLICY - REGIONAL - A19278447 (Cont.)



Policy: 2150-112 - Executive Performance Review

All responses to the survey will be received by the Facilitator electronically and treated as confidential. The responses will be collated and presented in a summarized report for the respective Executive Staff and the Review Panel members to review.

At the conclusion of the review the Panel Chair will arrange for a summary report of the survey results to be provided to the survey participants for their information only.

2.6. Renewal of Performance Agreement

At the conclusion of the annual review the Review Panel and the respective Executive Staff will negotiate a new Performance Agreement and Plan for the ensuing year, including setting new targets for ensuing period.

2.7. Executive Development

All Executive Staff are encouraged to undertake development activities to enhance their skills and experience, and to ensure that they maintain a level of professional and contemporary knowledge which supports the achievement of targets and objectives within their areas of responsibilities.

2.8. Managing Unsatisfactory Performance

The performance review process provides an environment for all employees, including Executive Staff, to achieve high performance. However, the process also provides for an ability to deal with and address unsatisfactory performance.

Should the process for Executive Performance Review result in the identification of unsatisfactory performance the Council or CEO as the case may be shall address the unsatisfactory performance in the same manner as would be appropriate for any other employee of the Council, subject to any specific actions or requirements provided for in the Executive Staff contract of Employment.

Related Documents

Nil.

Review Triggers

This policy will be reviewed for applicability, effectiveness, and consistency with relevant legislation, Council resolutions, and other Council documents. Reviews of this policy will occur as required, or at least once every two years.

Responsibility

This Policy is to be:

- (1) implemented by the Mayor and the Chief Executive Officer;
- (2) reviewed and amended in accordance with the "Review Triggers" by Chief Executive Officer in consultation with relevant stakeholders; and
- (3) amended only by resolution of the Council.

Policy: 2150-112			Official Version: Atba
Executive Performance Review			
Document Control			
Version / Reviewed	Version Adoption (Council meeting / Minute Page) Reviewed (revision comment)	Date	Word version reference
Version 1	DRAFT	xx.xx.2019	A19277928

**ITEM 1.2
DOLPHIN STADIUM PROJECT - REGIONAL COMMUNITY PROJECT GRANT -
REGIONAL**

Meeting / Session: 1 GOVERNANCE
Reference: A19271587 : 30 October 2019 - **Refer Supporting Information A19281704**
Responsible Officer: MM, Manager Community Services, Sport and Recreation (CES Community Services, Sport & Recreation)

Executive Summary

Council's financial support has been instrumental in enabling the development of Stages 1 and 2 (the Des Webb Stand and the Eastern Grandstand) of the Dolphin Stadium Project, which has provided seating for nearly 7000 spectators. Since the official opening of Stage 1 in August 2016, Dolphin Stadium has played host to a range of sporting events, attracting thousands of participants and spectators to the area.

Council has received a request from the Redcliffe District Rugby League Football Club Inc. to provide a further funding contribution of \$2.5 million towards a third and final stage of the development, being construction of the Northern Grandstand, additional and upgraded change facilities, a field upgrade (field 1) and ancillary items such as scoreboard displays. Estimated at a total cost of \$6 million, the project will increase the seating capacity of Dolphin Stadium to 10,000.

Funding commitments towards the project totalling \$3.5 million have been received by the club from the Federal Government. The proposed Council contribution referred to in this report would be contingent upon the Redcliffe District Rugby League Football Club Inc. receiving this funding in the full amount.

This report seeks Council's consideration of the requested \$2.5 million funding contribution (grant) towards the delivery of Stage 3 of the Dolphin Stadium project. Should Council wish to provide this funding contribution, this report also seeks Council's approval to provide this grant under Council's Community Grants Policy as a Regional Community Project Grant. Furthermore, Council would be required to make provision for this grant in its 2019/20 budget.

OFFICER'S RECOMMENDATION

1. That having taken into account the matters for consideration under Council's Community Grants Policy, Council considers that Stage 3 of the Dolphin Stadium Project will deliver significant regional public benefits.
2. That subject to recommendation 3, Council provide a \$2,500,000 grant to Redcliffe District Rugby League Football Club Inc. towards the delivery of Stage 3 of the Dolphin Stadium Project.
3. That the grant (referred to in recommendation 2) be provided under Council's Community Grants Policy as a Regional Community Project Grant, noting that the grant is contingent upon the Redcliffe District Rugby League Football Club Inc. securing a \$3,500,000 contribution towards the project from the Federal Government.
4. That provision be made in the 2019/20 financial year budget for the grant referred to in recommendation 2.
5. That the Chief Executive Officer be authorised to take all action necessary including, but not limited to, negotiating, making, amending, signing and discharging the funding agreement and any required variations of the funding agreement on the Council's behalf, as described in this report.

*ITEM 1.2 DOLPHIN STADIUM PROJECT - REGIONAL COMMUNITY PROJECT GRANT - REGIONAL - A19271587
(Cont.)*

REPORT DETAIL

1. Background

The Dolphin Stadium Project was originally conceived to bring a facility to the Moreton Bay Region capable of hosting National Rugby League fixtures, and to fill the gap of mid-sized boutique stadiums in Queensland. The aim for the stadium is to be a year-round venue of choice, not only for rugby league, but soccer, rugby union, touch football, gridiron and any other event that can be played on a rectangular surface.

After an Expression of Interest process, Dolphin Stadium was successful in securing the Rugby League Intrust Super Cup Grand Final for 2019-2021. This is the first time the Grand Final has been held away from Suncorp Stadium in seven years, and the event was at capacity with over 8000 tickets sold. Supporting Information #1 of this report provides a more detailed list of significant sporting events (not including Intrust Super Cup Fixtures) held at Dolphin Stadium between 2017 and 2019, as well as events secured by the club to-date for 2020.

The Redcliffe District Rugby League Football Club Inc. has advised that the completion of the third and final stage on the Dolphin Stadium Project will bring seating capacity to 10,000 and enable the club to be a contender for larger and more diverse sporting events, including NRL fixtures, Women's State of Origin and larger scale soccer events such as FFA Cup finals. Importantly, the stage will also enable events to be hosted with suitable amenities for female athletes, a priority for the club given the significant growth of female participation.

Further to the improved capacity to attract major sporting events and fixtures to the Region, the club have also advised of their intent to explore diversifying the range of events at Dolphin Stadium to include entertainment and leisure content.

2. Explanation of Item

Council has received a request from Redcliffe District Rugby League Football Club Inc. for Council to provide a \$2.5M financial contribution (grant) towards the third and final stage of the Dolphin Stadium Project. This stage will include:

- A 3170 seat grandstand at the northern end of the stadium;
- Additional change facilities suitable for female athletes with direct access to Dolphin Stadium and the second field behind Dolphin Stadium;
- Upgrade to existing change facilities to make them suitable for female athletes;
- Amenities to cater for additional patrons;
- Upgrade of field 1 to enable use as a playing field, rather than a warm-up field; and
- Ancillary items such as scoreboard displays.

Under the provision of Council's Community Grants Policy, Council may, by resolution, provide a 'Regional Community Project Grant' to a community organisation where it determines there is significant regional public benefit. In determining regional public benefit, Council is required to give consideration to the following:

- Relevance of the proposed project to Council's vision for the Moreton Bay Region;
- Alignment of the proposed project to the role and functions of Council, including demonstrated economic, community, cultural, sporting or environmental benefits to the Moreton Bay Region;
- Capacity of the community organisation to successfully deliver the proposed project;
- The community organisation's financial contribution towards the project;
- Availability of funds and value for money; and
- The specific circumstance associated with the need for Council support.

With consideration to the community, sporting and economic contributions that Dolphin Stadium makes to the Moreton Bay Region, Council may consider that the project will deliver significant regional public benefits.

*ITEM 1.2 DOLPHIN STADIUM PROJECT - REGIONAL COMMUNITY PROJECT GRANT - REGIONAL - A19271587
(Cont.)*

Should Council wish to provide a Regional Community Project Grant to Redcliffe District Rugby League Football Club Inc. in support of Stage 3 works, it is recommended that:

- the grant be contingent upon the club's receipt of \$3.5 million in funding from the Federal Government; and
- a funding agreement be executed between the two parties, and a full funding acquittal undertaken for all funded works.

3. Strategic Implications

3.1 Legislative / Legal Implications

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

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

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

3.4 Risk Management Implications Nil identified

3.5 Delegated Authority Implications

As per Officer's Recommendation 5 of this report, it is proposed that the Chief Executive Officer be authorised to take all action necessary to execute the funding agreement between Council and Redcliffe District Rugby League Football Club Inc.

3.6 Financial Implications

As per Recommendation 4 of this report, Council will be required to make provision in its 2019/20 budget for the proposed \$2,500,000 Regional Community Project Grant to Redcliffe District Rugby League Football Club Inc. towards the third and final stage of Dolphin Stadium Project.

3.7 Economic Benefit Implications

Dolphin Stadium provides significant economic benefit to the Moreton Bay Region. The stadium has the ability to host significant sporting events that contribute to increased tourism and expenditure in the Moreton Bay Region.

Moreton Bay Industry and Tourism (MBRIT) have estimated an average spend of \$278 per day for each visitor to Dolphin Stadium.

3.8 Environmental Implications Nil identified

3.9 Social Implications

Dolphin Stadium provides a significant contribution towards both the social and sports offering of the Moreton Bay Region. Further, the Redcliffe District Rugby League Football Club Inc provides support and sporting pathways for various clubs and their members throughout the region, including: Albany Creek Crushers; North Lakes Kangaroos; Moreton Bay Raiders; Burpengary Jets; Dayboro Cowboys; Narangba Rangers; Beachmere Juniors; Pine Rivers Bears; Bribie Island & District Junior Rugby League; and Caboolture Snakes.

3.10 Consultation / Communication

Redcliffe District Rugby League Football Club Inc.
Correspondence from Redcliffe District Rugby League Football Club Inc. to Council.

SUPPORTING INFORMATION

Ref: [A19281704](#)

The following list of supporting information is provided for:

ITEM 1.2

DOLPHIN STADIUM PROJECT - REGIONAL COMMUNITY PROJECT GRANT - REGIONAL

#1 Dolphin Stadium Past and Future Events (additional to Intrust Super Cup Fixtures)

Moreton Bay Regional Council

ITEM 1.2 DOLPHIN STADIUM PROJECT - REGIONAL COMMUNITY PROJECT GRANT (Cont.)

#1 Dolphin Stadium Past and Future Events (additional to Intrust Super Cup Fixtures)

Year	Event
2017	<ul style="list-style-type: none"> • Murri Carnival • Brisbane Broncos V Cronulla Sharks NRL Trial (8,500 spectators)
2018	<ul style="list-style-type: none"> • Commonwealth Championships (17 teams from 11 nations in Men's U23, Women's and Physical Disability competitions) • FFA Cup Brisbane Roar V Melbourne City (record FFA attendance of over 6,500) • GIO Cup Final • Karyn Murphy Cup • Touch Rugby League Championship • Touch Rugby League State of Origin • W League Brisbane Roar V Western Sydney Wanderers
2019	<ul style="list-style-type: none"> • Australian Secondary Schools Rugby League Championship U15 Championships • Queensland Residents V NSW Residents • FFA Cup Brisbane Roar V Central Coast Mariners • Karyn Murphy Cup • Intrust Super Cup Grand Final (29th September 2019) • Australian Schoolboys V New Zealand School Boys (29th September 2019) • Christian Soccer Federation National Tournament (29th September- 4th October) • Hyundai A-League Brisbane Roar V Melbourne City (17th November 2019) • Sunbowl Gridiron (30th November 2019)
2020	<ul style="list-style-type: none"> • Brisbane Broncos V Gold Coast Titans NRL Trial (29th February) • Hyundai A-League Brisbane Roar V Perth Glory (23rd February) • Hyundai A-League Brisbane Roar V Newcastle Jets (12th April) • Australian Secondary Schools Rugby League U15 & U18 Championship (secured 2020/21)

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)

No items for consideration.

5 PARKS, RECREATION & SPORT SESSION

(Cr K Winchester)

ITEM 5.1

NEW LEASE - SAMFORD GOLDEN VALLEY PONY CLUB INC - DIVISION 11

Meeting / Session: 5 PARKS, RECREATION & SPORT
Reference: A18815368 : 29 October 2019 - **Refer Supporting Information A18815366**
Responsible Officer: CM, Supervisor Community Leasing (CES Community Services, Sport & Recreation)

Executive Summary

This report seeks Council's approval for the provision of a lease to Samford Golden Valley Pony Club Inc. at Harold Brown Park, 23 Richards Road, Wights Mountain (refer Supporting Information #1). The proposed lease would take effect following the departure of the Samford Sporting Association Inc. from the site and subsequent demolition of the existing clubhouse.

OFFICER'S RECOMMENDATION

1. That the exception contained in section 236(1)(b)(ii) of the Local Government Regulation 2012 applies to the Council regarding the disposal of the land referred to in this report.
2. That, subject to recommendations 3 and 4, Samford Golden Valley Pony Club Inc. be granted a lease over an area at 23 Richards Road, Wights Mountain (refer Supporting Information #1) for a period aligning with the expiry of its existing lease at this location (31 May 2022).
3. That the grant of this lease be subject to Samford Sporting Association Inc. surrendering its existing lease at this location.
4. That the terms and conditions of this lease be in accordance with Council's Community Leasing Policy, with annual rental commencing at \$1.00 per annum.
5. That the Chief Executive Officer be authorised to take all action necessary including, but not limited to, negotiating, making, amending, signing and discharging the lease and any required variations of the lease on the Council's behalf, as described in this report.

ITEM 5.1 NEW LEASE - SAMFORD GOLDEN VALLEY PONY CLUB INC - DIVISION 11 - A18815368 (Cont.)

REPORT DETAIL

1. Background

Since July 1997, the Samford Golden Valley Pony Club Inc. has held leases over areas at Harold Brown Park (refer Supporting Information #1). Directly adjacent to these lease areas, the Samford Sporting Association Inc. has historically held tenure over a clubhouse and associated soccer field which is due to expire 30 November 2020 (refer Supporting Information #1).

Council is currently carrying out a capital works project to build two additional soccer fields at Samford Parklands, which will enable the Samford Sporting Association Inc. to transition all operations to Samford Parklands from mid-2020. Therefore, this organisation will no longer require the use of Harold Brown Park.

It is anticipated that following the departure of Samford Sporting Association Inc. from Harold Brown Park, that Council will carry out works to demolish the existing clubhouse at this location due to its deteriorated condition and reinstate the area as open space.

2. Explanation of Item

Council's Sport and Recreation Unit has undertaken an investigation to identify and assess suitable sports which could be based at Harold Brown Park following the transition from the site by the Samford Sports Association Inc. in mid-2020. The following matters were considered as part of this investigation:

- facilities and infrastructure at the site;
- Council's Sports Facility Development - Service Standards and Responsibilities;
- sports mapping data and trend analysis;
- sports currently operating in the area near the site;
- opportunities to introduce new sports to the area; and
- budgetary considerations.

As an outcome of these investigations, the site is not considered appropriate for the introduction of another site user group.

Council has been requested by the Samford Golden Valley Pony Club Inc. to provide an additional lease area to support growth in club membership numbers and activities. The club is one of the few remaining equestrian clubs in Queensland with a cross country course in natural surroundings, which is considered a unique characteristic that attracts events and competitions to the club. An expansion to the club's existing lease areas would enable the hosting of additional events, encourage further membership growth and improve the long-term sustainability of the club.

Accordingly, this report recommends that Council approves the provision of a lease to the existing site user group, Samford Golden Valley Pony Club Inc. over the area identified in Supporting Information #1 following the surrender of the existing lease at this location by the Samford Sporting Association Inc. Further, it is recommended that the terms and conditions of this lease be in accordance with Council's Community Leasing Policy, with an expiry aligning with that of its existing lease at this location (31 May 2022).

3. Strategic Implications

3.1 Legislative / Legal Implications

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

3.2 Corporate Plan / Operational Plan

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

Moreton Bay Regional Council

ITEM 5.1 NEW LEASE - SAMFORD GOLDEN VALLEY PONY CLUB INC - DIVISION 11 - A18815368 (Cont.)

3.3 Policy Implications

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

3.4 Risk Management Implications Nil identified

3.5 Delegated Authority Implications

As per Officer's Recommendation 5 of this report, it is proposed that the Chief Executive Officer be authorised to take all action necessary to execute the new lease.

3.6 Financial Implications Nil identified

3.7 Economic Benefit Implications Nil identified

3.8 Environmental Implications Nil identified

3.9 Social Implications

The issuing of a lease to Samford Golden Valley Pony Club Inc. will provide the club with additional land to support its operations.

3.10 Consultation / Communication

Councillor Grimwade (Division 11)
Relevant Council departments
Samford Golden Valley Pony Club Inc

SUPPORTING INFORMATION

Ref: [A18815366](#)

The following list of supporting information is provided for:

ITEM 5.1

NEW LEASE - SAMFORD GOLDEN VALLEY PONY CLUB INC - DIVISION 11

#1 Harold Brown Park - Samford Golden Valley Pony Club Inc (SGVPC) existing lease areas and proposed additional lease area, Samford Sporting Association Inc (SSA) existing lease and permit areas

ITEM 5.1 NEW LEASE - SAMFORD GOLDEN VALLEY PONY CLUB INC (Cont.)

#1 Harold Brown Park - Samford Golden Valley Pony Club Inc (SGVPC) existing lease areas and proposed additional lease area, Samford Sporting Association Inc (SSA) existing lease and permit areas



6 LIFESTYLE & AMENITY SESSION

(Cr D Sims)

No items for consideration.

7 ECONOMIC DEVELOPMENT, EVENTS & TOURISM SESSION

(Cr P Flannery)

ITEM 7.1

CARAVAN PARK TENDER RESULT - DIVISIONS 1, 2 & 6

Meeting / Session: 7 ECONOMIC DEVELOPMENT, EVENTS & TOURISM

Reference: A19260960 : 25 October 2019

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

Executive Summary

The purpose of this report is to finalise the Request for Tender process undertaken for the operation of Council owned caravan parks and to undertake a new Request for Tender process for park operators to be appointed under Management Agreements.

OFFICER'S RECOMMENDATION

1. That Council not accept any tenders received in response to the Request for Tender (MBRC09024) for the management of Council owned Caravan Parks.
2. That Council undertakes a new Request for Tender process for the operation of Council owned Caravan Parks under Management Agreements.
3. That the Chief Executive Officer be authorised to:
 - (a) award the tenders for the operation of Council owned Caravan Parks under Management Agreements;
 - (b) enter into agreements with the successful tenderers for the operation of Council owned Caravan Parks under Management Agreements; and
 - (c) be authorised to take all action necessary, including but not limited to, negotiating, making, amending, signing and discharging agreements with the successful tenderers for the operation of Council owned Caravan Parks under Management Agreements and any required variations of the agreements on Council's behalf.

ITEM 7.1 CARAVAN PARK TENDER RESULT - DIVISIONS 1, 2 & 6 - A19260960 (Cont.)

REPORT DETAIL

1. Background

At its General Meeting on 4 June 2019, Council resolved to invite Expressions of Interest (EOI) for the management of its Beachmere, Bells, Bongaree, Donnybrook and Toorbul Caravan Parks. The EOI was finalised and subsequently a Request for Tender was issued with seven respondents submitting tenders.

2. Explanation of Item

Council sought submissions to operate its caravan parks with no specific tenure requirements and provided respondents with the opportunity to nominate single or multiple sites, term duration, agreement fee structures, operating conditions such as capital improvements and either a lease or a management agreement structure.

Seven submissions were received providing a variety of options and terms. The submissions have been reviewed by Council officers, having specific regard for financial benefit for Council, no submissions were considered appropriate for acceptance.

The EOI achieved its desired outcome of testing the market. As a result, the approach most beneficial to Council is to retain control of the caravan parks and enter into structured Management Agreements with external operators for day to day management of the facilities.

3. Strategic Implications

3.1 Legislative/Legal Implications Nil identified

3.2 Corporate Plan / Operational Plan
Strengthening Communities: Strong local governance - a council connected with its community.

3.3 Policy Implications Nil identified

3.4 Risk Management Implications
The primary risk is probity however the tender process will be conducted in accordance with the relevant legislation and policies.

3.5 Delegated Authority Implications Nil identified

3.6 Financial Implications
Council will continue to receive revenue from the facilities under the management agreements.

3.7 Economic Benefit Nil identified

3.8 Environmental Implications Nil identified

3.9 Social Implications Nil identified

3.10 Consultation / Communication
Council Workshop held 22 October 2019.

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

ITEM C.1 – CONFIDENTIAL

PETRIE MILL REDEVELOPMENT - MASTER PLANNING FOR MILL CENTRAL - DIVISION 7

Meeting / Session: 4 ASSET CONSTRUCTION & MAINTENANCE
Reference: A19070524 : 22 July 2019
Responsible Officer: PC, Project Director, The Mill

Basis of Confidentiality

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

Executive Summary

A Master Plan review of stage 1 of the redevelopment project was recently undertaken by Archipelago under Local Buy contract BUS265 for Planning, Surveying, Design and Architectural Services.

The Master Planning now needs to be undertaken for the broader Mill Central. This plan will guide future stages of site development across the wider Mill Central.

ITEM C.2 – CONFIDENTIAL

ACQUISITION OF LAND FOR ROAD PURPOSES - KALLANGUR - DIVISION 7

Meeting / Session: 4 Asset Construction & Maintenance (Cr A Hain)

Reference: A19071160 : 11 October 2019 Refer **Confidential** Supporting Information -
A19071805 & A19233474

Responsible Officer: SJ, Manager Integrated Transport Planning (ECM Integrated Transport Planning
& Design)

Basis of Confidentiality

Pursuant to s275 (1) of the Local Government Regulation 2012, clause (h), as the matter involves other business for which a public discussion would be likely to prejudice the interests of the Council or someone else, or enable a person to gain a financial advantage.

Executive Summary

This report seeks Council approval to acquire land for road purposes to facilitate a future road transport network upgrade.

12b. CONFIDENTIAL GENERAL BUSINESS

No items for consideration.



MINUTES

GENERAL MEETING

Tuesday 29 October 2019
commencing at 10.36am

Caboolture Chambers
2 Hasking Street, Caboolture

UNCONFIRMED

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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 Julie Greer
Cr James Houghton
Cr Koliانا Winchester
Cr Denise Sims
Cr Mick Gillam
Cr Mike Charlton (Deputy Mayor)
Cr Matthew Constance
Cr Darren Grimwade

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

Manager Executive Services	(Mr Darren Dallinger)
Accounting Services Manager	(Mr Denis Crowe)
Manager Strategic Planning	(Mr David Hood)
Team Leader Strategic Planning	(Ms Lauren Fishburn)

Meeting Support	(Kim Reid)
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Apologies:

Cr Adam Hain

Suspended:

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

3. MEMORIALS OR CONDOLENCES

Cr James Houghton expressed his condolences to the family of the late **Mr Barry St. Clair Orme Bolton OAM**, former Mayor of Redcliffe City Council, who recently passed away at the age of 85.

First elected to Redcliffe City Council in 1979, Mr Bolton was Deputy Mayor for nine years before becoming Mayor in 1991 and serving until 1997. Mr Bolton's near-two decades of service was commemorated through the naming of Barry Bolton Park, located in Margate.

Cr Houghton commented that Mr Bolton was a community stalwart, always very active in the community having served as President and Chairman with a variety of different organisations throughout the Moreton Bay region. In 1996 Mr Bolton was awarded an OAM for his service to Redcliffe.

Cr Houghton noted that Mr Bolton is survived by his wife, three sons and grandchildren and was a wonderful citizen who will be missed by the community.

3. MEMORIALS OR CONDOLENCES Cont'd

Cr Houghton expressed his condolences to the family of the late **Ms Stella Curran**, a Redcliffe resident for more than 50 years, who recently passed away at the age of 94.

Born in Hampshire in 1925, Ms Curran served in the Royal Women's Naval Service before being drafted to Sydney in 1945. Ms Curran married her husband, Brian in 1951 and together they settled in Scarborough in 1955 where they raised their three children.

Cr Houghton mentioned Ms Curran was a writer and editor, teacher, historian and charity worker who was an active member of the Redcliffe community having been involved in many community groups such as the Redcliffe Art Society, Historical Society, Redcliffe RSL Sub-branch, secretary of Redcliffe District Ex-Service women's club, Naval Association, War Widows and National Seniors.

Ms Curran is survived by three children, five grandchildren, one great granddaughter, a sister and two nieces.

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

4. **A) CONFIRMATION OF MINUTES FROM PREVIOUS GENERAL MEETING**

General Meeting - 22 October 2019 (Pages 19/2233 to 19/2256)

RESOLUTION

Moved by Cr Koliانا Winchester

Seconded by Cr Mike Charlton (Deputy Mayor)

CARRIED 11/0

That the minutes of the General Meeting held 22 October 2019, be confirmed.

5. **PRESENTATION OF PETITIONS**

(Addressed to the Council and tabled by Councillors)

5.1. **Petition: Mr Brad Kennedy - Woorim Beach Sand Pump Relocation (A19277662)**

Cr Brooke Savige tabled a petition containing 501 signatures, received from Mr Brad Kennedy, reading as follows:

"We, the people of Moreton Bay Shire and the Supporters of Woorim Beach ask that the new sand pumping station structures be relocated from the current construction site."

Council received the petition, referring it to the Director Infrastructure Planning for investigation and report to Council, if required.

6. **CORRESPONDENCE**

There was no correspondence to be tabled.

7. COMMUNITY COMMENT

7.1. Community Comment: Mr Brad Kennedy - Woorim Sand Pump Relocation (A19236226)

As part of the Community Comment session, Mr Brad Kennedy, as approved by the Acting Chief Executive Officer, has been invited to address the Council in respect of the Woorim Sand Pump Relocation.

Mr Kennedy's address contained the following points:

- The amenity of the area has been seriously eroded;
- The consultation process was a dismal failure;
- Council failed to deliver a proper picture of what the project would look like;
- Council failed to inform locals of the destruction this has caused to their beach;
- The pump was not installed in the Erosion Management plan location;
- Residents and visitors are outraged by the location of the pump;
- Suggested solutions include:
 - Move the pump to a location that is more suitable to community expectations;
 - Involve the community with a site selection;
 - Consult with ratepayers via their mailing address;
 - Ensure the new pumps are electric;
 - Look at alternatives to existing design

The Mayor thanked Mr Kennedy for attending the Community Comment Session.

8. NOTIFIED MOTIONS

There were no notified motions.

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 Kolianna 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

ADOPTION OF MEETING SCHEDULE FOR THE PERIOD JANUARY AND FEBRUARY 2020 - REGIONAL

Meeting / Session: 1 GOVERNANCE
Reference: A19244679 : 22 October 2019
Responsible Officer: KC, Team Leader Meeting Support (CORP Executive Services)

Executive Summary

Pursuant to s277 of the Local Government Regulation 2012, Council must, at least once in each year, publish in a newspaper circulating generally in its area a notice of the days and times when its general (ordinary) meetings, and Standing Committee meetings, will be held.

To accommodate the conduct of the local government elections on 28 March 2020, a proposed meeting schedule for the months of January and February 2020 is provided for consideration and adoption.

RESOLUTION

Moved by Cr Denise Sims

Seconded by Cr Mike Charlton (Deputy Mayor)

CARRIED 11/0

- That the meeting schedule for the months of January and February 2020 be adopted as follows:

Date	Time	Meeting	Location
Tuesday 21 January 2020	10.30am	General Meeting	Strathpine
Tuesday 28 January 2020	10.30am	General Meeting	Caboolture
Tuesday 4 February 2020	10.30am	General Meeting	Strathpine
Tuesday 11 February 2020	10.30am	General Meeting	Caboolture
Tuesday 18 February 2020	10.30am	General Meeting	Strathpine
Tuesday 25 February 2020	10.30am	General Meeting	Strathpine

- That the meeting schedule for the months of January and February 2020 be advertised in accordance with s277 of the Local Government Regulation 2012.

OFFICER'S RECOMMENDATION

1. That the meeting schedule for the months of January and February 2020 be adopted as follows:

Date	Time	Meeting	Location
Tuesday 21 January 2020	10.30am	General Meeting	Strathpine
Tuesday 28 January 2020	10.30am	General Meeting	Caboolture
Tuesday 4 February 2020	10.30am	General Meeting	Strathpine
Tuesday 11 February 2020	10.30am	General Meeting	Caboolture
Tuesday 18 February 2020	10.30am	General Meeting	Strathpine
Tuesday 25 February 2020	10.30am	General Meeting	Caboolture

2. That the meeting schedule for the months of January and February 2020 be advertised in accordance with s277 of the Local Government Regulation 2012.

REPORT DETAIL

1. Background

To satisfy the legislative requirement to adopt and publish a list of Council general (ordinary) and standing committee meetings each year, a proposed meeting schedule for the months of January and February 2020 has been prepared for consideration.

The meeting schedule is limited to the months of January and February to accommodate the conduct of the local government elections on 28 March 2020.

2. Explanation of Item

At its post-election meeting held 18 April 2016, Council resolved to conduct its General Meetings generally on a Tuesday each week commencing at 10.30am. The meeting schedule for January and February 2020 has been prepared on this basis and is proposed as follows:

Date	Time	Meeting	Location
Tuesday 21 January 2020	10.30am	General Meeting	Strathpine
Tuesday 28 January 2020	10.30am	General Meeting	Caboolture
Tuesday 4 February 2020	10.30am	General Meeting	Strathpine
Tuesday 11 February 2020	10.30am	General Meeting	Caboolture
Tuesday 18 February 2020	10.30am	General Meeting	Strathpine
Tuesday 25 February 2020	10.30am	General Meeting	Caboolture

3. Strategic Implications

3.1 Legislative/Legal Implications

Council meetings are conducted in accordance with the Local Government Regulation 2012.

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

There are no policy implications in relation to this matter.

3.4 Risk Management Implications

There are no identifiable risks in relation to this matter.

- 3.5 Delegated Authority Implications
There are no delegated authority implications arising as a direct result of this report.
- 3.6 Financial Implications
Advertising costs have been included in the 2019/20 budget.
- 3.7 Economic Benefit
There is no identifiable economic benefit in relation to this matter.
- 3.8 Environmental Implications
There are no environmental implications in relation to this matter.
- 3.9 Social Implications
There are no social implications in relation to this matter.
- 3.10 Consultation / Communication
The Mayor, Councillors, Acting Chief Executive Officer and Manager Executive Services have been consulted in this matter.

ATTENDANCE

Mr Darren Dallinger attended the meeting at 11.00am for discussion on Item 1.2.

ITEM 1.2
ADOPTION OF COUNCIL POLICIES - REGIONAL

Meeting / Session: GOVERNANCE
Reference: A19205020 : 11 October 2019 **Refer Supporting Information A18197971 & A17415135**
Responsible Officer: DD, Manager Executive Services (CORP, Executive Services)

Executive Summary

Council regularly reviews its Policies for applicability, effectiveness, and consistency with relevant legislation, Council resolutions, and other Council documents.

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

- Policy 2150-037 - Use of Council's Information and Communication Technology Systems
- Policy 2150-093 - Related Party Disclosures

and the rescission of Policy 2150-054 Appropriate Usage - Fixed and Mobile Telecommunications and Electronic Devices - (consolidated into Policy 2150-037 - Use of Council's Information and Communication Technology Systems)

RESOLUTION

Moved by Cr Matt Constance

Seconded by Cr Mick Gillam

CARRIED 11/0

1. That the following policies be adopted, as appearing in the supporting information to this report:
 - Policy 2150-037 - Use of Council's Information and Communication Technology Systems; and
 - Policy 2150-093 - Related Party Disclosures
2. That Policy 2150-054 Appropriate Usage - Fixed and Mobile Telecommunications and Electronic Devices be rescinded.

OFFICER'S RECOMMENDATION

1. That the following policies be adopted, as appearing in the supporting information to this report:
 - Policy 2150-037 - Use of Council's Information and Communication Technology Systems; and
 - Policy 2150-093 - Related Party Disclosures
2. That Policy 2150-054 Appropriate Usage - Fixed and Mobile Telecommunications and Electronic Devices be rescinded.

REPORT DETAIL

1. Background

In accordance with the review triggers, Council reviews its Policies for applicability, effectiveness, and consistency with relevant legislation, Council resolutions, and other Council documents.

2. Explanation of Item

Use of Council's Information and Communication Technology Systems - Policy 2150-037

Objective: The objective of this Policy is to provide a framework for the use of Council's Information and Communication Technologies (ICT) systems.

Policy Summary: The use of ICT systems is an integral part of Council's daily operations. Council is committed to the appropriate use of ICT systems by Councillors and employees in accordance with relevant legislation and Council's corporate values.

Use of Council's ICT Systems

Council's ICT systems must only be used for carrying out official Council business in accordance with this Policy including, but not limited to:

- (1) publishing and browsing on the internet (including intranet);
- (2) instant, direct and text messaging (including SMS and MMS);
- (3) accessing interactive services and social media (including weblogs or "blogs");
- (4) downloading or accessing files from the internet or other electronic sources;
- (5) sending and receiving e-mail;
- (6) accessing electronic bulletins/notice boards, discussion/news groups and "chat" facilities;
- (7) file transfer and file sharing;
- (8) video conferencing and streaming media;
- (9) subscribing to list servers, mailing lists or other like services;
- (10) copying, saving or distributing files;
- (11) viewing material electronically; and
- (12) printing material.

Summary of amendments: Amendments have been effected to provide clearer guidelines including updates to relevant legislation, definitions and administrative amendments.

Policy 2150-037 clarifies the authority for access to International Roaming services and provides provision for incidental personal usage across Information and Communication Technology Systems.

Appropriate Usage - Fixed and Mobile Telecommunications and Electronic Devices - Policy 2150-054

This policy has been consolidated into Use of Council's Information and Communication Technology Systems - Policy 2150-037 and is recommended to be rescinded.

Related Party Disclosures - Policy 2150-093

Objective: The objective of this Policy is to provide Council with a framework to ensure its general purpose financial statements comply with Australian Accounting Standard AASB 124 - Related Party Disclosures.

Policy Summary: The purpose of AASB 124 is to ensure that Council's general purpose financial statements contain the disclosures necessary to draw attention to the possibility that Council's financial position and performance may have been affected by the existence of Related Parties and Related Party Transactions.

Subject to paragraph 4 of the policy, the Financial and Project Services Department will be responsible for identifying any Entities that meet the definition of a "Related Party" and for ensuring that the relevant disclosure of Related Party Transactions is made in accordance with AASB 124.

Summary of amendments: Amendments have been effected to provide clearer guidelines including updates to relevant legislation, definitions and administrative amendments.

3. Strategic Implications

3.1 Legislative/Legal Implications

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

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

Council regularly reviews its Policies for applicability, effectiveness, and consistency with relevant legislation, Council resolutions, and other Council documents.

3.4 Risk Management Implications

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

3.5 Delegated Authority Implications

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

3.6 Financial Implications

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

3.7 Economic Benefit

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

3.8 Environmental Implications

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

3.9 Social Implications

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

3.10 Consultation / Communication

Councillors, the Executive Management team and relevant Council officers have been consulted in the preparation of this report.

ATTENDANCE

Mr Darren Dallinger left the meeting at 11.02am after Item 1.2 and Mr Joshua O'Keefe attended the meeting at this time for discussion on Item 1.3.

ITEM 1.3
2018-19 ANNUAL REPORT - REGIONAL

Meeting / Session: 1 GOVERNANCE
Reference: A19254986 : 24 October 2018 - **Refer Supporting Information A19078463 (tabled at meeting)**
Responsible Officer: JO, Manager Strategy and Engagement (CEO Strategy & Engagement)

Executive Summary

This report seeks adoption of the Moreton Bay Regional Council 2018-19 Annual Report.

RESOLUTION

Moved by Cr Matt Constance

Seconded by Cr Koliana Winchester

CARRIED 11/0

That the Moreton Bay Regional Council 2018-19 Annual Report be adopted, as tabled.

OFFICER'S RECOMMENDATION

That the Moreton Bay Regional Council 2018-19 Annual Report be adopted, as tabled.

REPORT DETAIL

1. Background

The Moreton Bay Regional Council 2018-19 Annual Report has been prepared in accordance with the *Local Government Act 2009* and Local Government Regulation 2012. This legislation stipulates how a council is required to measure its performance in its annual report against its Operational Plan for 2018-19 and the objectives of its Corporate Plan.

In accordance with section 182 of the Local Government Regulation 2012, a local government must adopt its annual report within one month after the day the auditor-general gives the auditor-general's audit report about the local government's financial statements for the financial year to the local government.

2. Explanation of Item

The 2018-19 Annual Report outlines Council's operations, activities and financial performance for the reporting period. It presents a record of Council's operations to residents, ratepayers, customers and other interested parties.

The report highlights Council's investment in initiatives, projects and partnerships that support a thriving regional economy. This included ongoing works at the Mill at Moreton Bay, a project that will deliver around 6,000 local jobs as well as the region's first full-service university, USC Moreton Bay.

In partnership with USC, Council also launched a university scholarship program which will help to improve the region's low tertiary education rates and tackle long-term unemployment by preparing the region's next generation for jobs of the future.

The report highlights council's commitment to ensuring the safety, strength and inclusivity of our communities. This included ongoing improvements to the accessibility of information, services and facilities that make the Moreton Bay Region a great place to live, work and visit. This commitment was recognised at the National Awards for Local Government with Council's library service taking out the Disability and Access Inclusion Award for its innovative Backstage Pass Program. Council also continued construction of the region's largest, purpose-built all-abilities recreation facility located at Leslie Patrick Park in Arana Hills.

Other highlights included major environmental and tree planting projects, waste management initiatives, community grants, as well as support for major community events including the Redcliffe KiteFest, Abbey Medieval Festival, Moreton Kids Festival and Moreton Bay Food and Wine Festival.

The 2018-19 Annual Report was guided by the Corporate Plan 2017-22. The document contains financial highlights, operational activities and achievements, information related to corporate governance requirements and the Community Financial Report.

Once adopted, the 2018-19 Annual Report will be available for download at www.moretonbay.qld.gov.au/annualreport and a copy made available for viewing at Council's customer service centres.

3. Strategic Implications

3.1 Legislative/Legal Implications

The preparation and adoption of an Annual Report is a requirement of the Local Government Regulation 2012. The Annual Report must contain specific detail as required by the *Local Government Act 2009*.

3.2 Corporate Plan / Operational Plan

Strengthening Communities: Strong local governance - a Council connected with its 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
The cost of the preparation has been provided in the 2018/19 budget.
- 3.7 Economic Benefit
There are no economic benefit implications arising as a direct result of this report.
- 3.8 Environmental Implications
There are no environmental implications arising as a result of this report.
- 3.9 Social Implications
There are no social implications arising as a result of this report.
- 3.10 Consultation / Communication
The compilation of the Annual Report has required extensive consultation across the organisation and has relied on consultation with Councillors and input from Officers at all levels.

ATTENDANCE

Mr Joshua O'Keefe left the meeting at 11.03am after Item 1.3.

2 PLANNING & DEVELOPMENT SESSION

(Cr M Gillam)

No items for consideration.

ATTENDANCE

Mr Denis Crowe attended the meeting at 11.03am for discussion on Item 3.1.

UNCONFIRMED

3 CORPORATE SERVICES SESSION

(Cr M Constance)

ITEM 3.1

QUARTER 1 OPERATIONAL PLAN REVIEW FOR 2019/20 - REGIONAL

Meeting / Session: 3 CORPORATE SERVICES

Reference: A19245811 : 22 October 2019 - **Refer Supporting Information A19247569**

Responsible Officer: DC, Accounting Services Manager (CORP Accounting Services)

Executive Summary

The purpose of this report is to present the Quarter 1 Operational Plan Review for 2019/20.

RESOLUTION

Moved by Cr Mick Gillam

Seconded by Cr Julie Greer

CARRIED 11/0

That the Quarter 1 Operational Plan for 2019/20 be received.

OFFICER'S RECOMMENDATION

That the Quarter 1 Operational Plan for 2019/20 be received.

REPORT DETAIL

1. Background

Council adopts its budget annually along with its Operational Plan. In accordance with the Local Government Regulation 2012 the Operational Plan must be reported on every quarter.

2. Explanation of Item

Council adopts an annual Operational Plan, that in accordance with the Local Government Regulation 2012, must be reported on every quarter.

Council's Operational Plan is segregated into Departments, each having their own Key Performance Indicators (KPI's).

This is the first quarter progress report on how the Departments are performing against the KPI's. A commentary provided by the Departments accompanies the KPI's to add the necessary context.

KPI's can be an annual target or more specifically a targeted quarterly outcome.

3. Strategic Implications

3.1 Legislative/Legal Implications

In accordance with section 174 of the Local Government Regulation 2012 the Council is required to prepare and report on a quarterly basis the progress towards implementing the annual Operational Plan.

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

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

3.4 Risk Management Implications

Operationally there are a wide number of risks that can impact on the delivery of the Operational Plan. These risks are recorded in the Council's Enterprise Risk Management Register and managed accordingly by each Department.

3.5 Delegated Authority Implications

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

3.6 Financial Implications

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

3.7 Economic Benefit

The Operational Plan contributes to the Corporate Plan in achieving three key themes. Economic Benefit relates to the theme of:

- Creating Opportunities

delivered through two key strategies:

- Develop a sustainable, innovative and thriving economy that creates valuable employment for residents, protects the region's high quality of life and provides a prosperous future for residents.
- Develop projects which deliver strategic opportunities for the Moreton Bay Region.

3.8 Environmental Implications

The Operational Plan contributes to the Corporate Plan in achieving three key themes. Environmental Implications relates to the theme of:

- Valuing Lifestyle

Delivered through three key strategies:

- Maintain sustainable waste management for the Moreton Bay Region.
- Maintain and enhance the health of the natural environment.
- Protect public assets and maintain environmental standards through management of the stormwater network, coastal areas and waterways.

3.9 Social Implications

The Operational Plan contributes to the Corporate Plan in achieving three key themes. Social Implications:

- Strengthening Communities

Delivered through three key strategies

- Develop a strong and inclusive community.
- Provide residents opportunity to participate and engage with their community.
- Maintain a lifestyle enhanced and protected by local law.

3.10 Consultation / Communication

Council, The Executive Management Team, Managers and other key Council officers were involved in preparing the quarterly operational plan report.

ATTENDANCE

Mr Denis Crowe left the meeting at 11.04 after Item 3.1.

4 ASSET CONSTRUCTION & MAINTENANCE SESSION (Cr A Sutherland, Mayor)

ITEM 4.1**TENDER - SUPPLY OF MACHINERY FOR OPERATIONAL SERVICES AT SELECTED WASTE MANAGEMENT FACILITIES (MBRC008832) - REGIONAL**

Meeting / Session: 4 ASSET CONSTRUCTION & MAINTENANCE
Reference: A18977734 : 2 October 2019 - Refer **Confidential** Supporting Information
A18978561, A18978565 and A19059627
Responsible Officer: BM, Coordinator Waste Operations (ECM Waste Services)

Executive Summary

Tenders were invited for the *Supply of Machinery for Operational Services at Selected Waste Management Facilities (MBRC008832)* and closed on 25 June 2019, with five conforming tender submissions received. The service includes the supply of machinery to push up green waste and compact waste into on-site bins to maximise the storage capacity at the smaller transfer stations in the rural areas of the region.

Four submissions were for services to all eight selected waste management facilities, while one tender submission was for the services to the Mt Nebo waste management facility only.

It is recommended that the tender for the *Supply of Machinery for Operational Services at Selected Waste Management Facilities (MBRC008832)* be awarded to two (2) companies, being:

- JK Cartage Pty Ltd ('JK') for the services at seven selected waste management facilities including other locations or services as required; and
- Matthew Craig Tilling ('MCT') for the Mt Nebo waste management facility, including other services as required.

Both arrangements are for a three-year period, with an option of extending the contracts by a further 3 x 1 year periods, subject to Council's discretion. The two companies presented the best overall offers to Council, demonstrating a knowledge of the requirements of the services, relevant workplace health and safety requirements, experience and possessed the necessary plant and resources to undertake the services.

RESOLUTION

Moved by Cr Darren Grimwade
Seconded by Cr Matt Constance

CARRIED 11/0

1. That the tender for the *Supply of Machinery for Operational Services at Selected Waste Management Facilities (MBRC008832)* be awarded to JK Cartage Pty Ltd, for the waste management facilities at Ningi, Upper Caboolture, Wamuran, Woodford, Toorbul, Samford and Dayboro for the estimated total sum of \$4,500 (excluding GST) per week (or \$234,000/year) for a period of 3 years with the option to extend by 3 x 1-year periods at Council's discretion.
 - a) That the Council enters into an agreement with JK Cartage Pty Ltd as described in this report.
 - b) That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, negotiating, making, amending, signing and discharging the agreement with JK Cartage Pty Ltd for *Supply of Machinery for Operational Services at Selected Waste Management Facilities (MBRC008832)* at the transfer stations at Ningi, Upper Caboolture, Wamuran, Woodford, Toorbul, Samford and Dayboro and any required variations of the agreement on Council's behalf.

2. That the tender for the *Supply of Machinery for Operational Services at Selected Waste Management Facilities (MBRC008832)* be awarded to Matthew Craig Tilling, for the waste management facility at Mt Nebo for the estimated total sum of \$840 (excluding GST) per week (or \$43,680/year) for a period of 3 years with the option to extend by 3 x 1-year periods at Council's discretion.
- a) That the Council enters into an agreement with Matthew Craig Tilling as described in this report.
 - b) That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, negotiating, making, amending, signing and discharging the agreement with Matthew Craig Tilling for *Supply of Machinery for Operational Services at Selected Waste Management Facilities (MBRC008832)* at the Mt Nebo transfer station and any required variations of the agreement on Council's behalf.

UNCONFIRMED

OFFICER'S RECOMMENDATION

1. That the tender for the *Supply of Machinery for Operational Services at Selected Waste Management Facilities (MBRC008832)* be awarded to JK Cartage Pty Ltd, for the waste management facilities at Ningi, Upper Caboolture, Wamuran, Woodford, Toorbul, Samford and Dayboro for the estimated total sum of \$4,500 (excluding GST) per week (or \$234,000/year) for a period of 3 years with the option to extend by 3 x 1-year periods at Council's discretion.
 - a) That the Council enters into an agreement with JK Cartage Pty Ltd as described in this report.
 - b) That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, negotiating, making, amending, signing and discharging the agreement with JK Cartage Pty Ltd for *Supply of Machinery for Operational Services at Selected Waste Management Facilities (MBRC008832)* at the transfer stations at Ningi, Upper Caboolture, Wamuran, Woodford, Toorbul, Samford and Dayboro and any required variations of the agreement on Council's behalf.

2. That the tender for the *Supply of Machinery for Operational Services at Selected Waste Management Facilities (MBRC008832)* be awarded to Matthew Craig Tilling, for the waste management facility at Mt Nebo for the estimated total sum of \$840 (excluding GST) per week (or \$43,680/year) for a period of 3 years with the option to extend by 3 x 1-year periods at Council's discretion.
 - a) That the Council enters into an agreement with Matthew Craig Tilling as described in this report.
 - b) That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, negotiating, making, amending, signing and discharging the agreement with Matthew Craig Tilling for *Supply of Machinery for Operational Services at Selected Waste Management Facilities (MBRC008832)* at the Mt Nebo transfer station and any required variations of the agreement on Council's behalf.

REPORT DETAIL

1. Background

Waste services currently source machinery for these services using Council's register of pre-qualified suppliers for heavy plant and equipment services; however, due to the scheduling and number of regular services across the region, tenders were sought to obtain a better price for Council over a contract term of 3 years with an option of 3 x 1-year extensions at Council's discretion.

Operational services involve the pushing up of the green waste stockpiles and the compacting of general rubbish in the onsite roll on roll off (RORO) bins at the transfer stations to ensure adequate available space. The pushing up of green waste and the compacting of general waste in the RORO bins provides a more efficient use of the facilities and reduces the cost of contractors processing the green waste and servicing the RORO bins.

2. Explanation of Item

Tenders were invited for the *Supply of Machinery for Operational Services at Selected Waste Management Facilities (MBRC008832)* and closed on 25 June 2019 with five conforming tender submissions received. Four submissions were for services to all eight selected waste management facilities, while one tender submission was for the services to the Mt Nebo waste management facility only.

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	JK Cartage Pty Ltd	100
2	EPH Contracts Pty Ltd	94.65

RANK	TENDERER	EVALUATION SCORE
3	JWB Constructions Pty Ltd	88.45
4	Agri Till Pty Ltd	39.44

Table 1 - 7 x Waste Management Facilities (without Mt Nebo)

RANK	TENDERER	EVALUATION SCORE
1	JK Cartage Pty Ltd	100
2	EPH Contracts Pty Ltd	95.13
3	Matthew Craig Tilling	93.28
4	JWB Constructions Pty Ltd	87.57
5	Agri Till Pty Ltd	29.66

Table 2 - Mt Nebo Waste Management Facility only

All tenderers submitted conforming tenders that addressed the selection criteria. The tender submissions included company profile, tendered rates, work health and safety management, supply of machinery, past experience and insurances required to undertake the services.

JK Cartage Pty Ltd ('JK') - JK provided a comprehensive tender, submitted the lowest price and received the highest ranking. JK have provided earthmoving equipment to Council for the past 20 years, as well as, RoadTek and local development companies. JK are the current contractor for this service to Council. The panel recommends that JK be awarded 7 of the 8 the waste management facilities for the *Supply of Machinery for Operational Services at Selected Waste Management Facilities (MBRC008832)*.

Matthew Craig Tilling ('MCT') - MCT is an individual operator who has previously carried out earthmoving services in the local area for Council and Queensland Parks and Wildlife Services. MCT submitted a comprehensive tender, however, the offer from MCT was the third rated offer. The panel recommends the offer from MCT be accepted as the most suitable tenderer for the services at Mt Nebo waste management facility (refer item 3,4 below for further background to this recommendation).

EPH Contracts Pty Ltd ('EPH') - ,EPH submitted a comprehensive tender, with the company currently undertaking earthmoving services on motorway and highway projects in Queensland.

JWB Constructions Pty Ltd ('JWB') - , JWB submitted a comprehensive tender, the company currently undertakes machinery hire for Queensland Rail and private company projects for Aurizon and BHP.

3. Strategic Implications

3.1 Legislative/Legal Implications

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

3.2 Corporate Plan / Operational Plan

This project is consistent with the Corporate Plan outcome - Valuing Lifestyle: Healthy natural environment - a clean and healthy environment.

3.3 Policy Implications

These services have been procured in accordance with the provisions of the following documents:

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

3.4 Risk Management Implications

The successful tenderers are required to provide evidence of their public liability insurance and comply with their own Work Health and Safety management plans which were provided as part of

their tender for review by the panel. Working with the public and minimising any safety risks whilst working on site are key criteria to be followed.

The panel reviewed the submission from Matthew Craig Tilling ('MCT') and recommends that this tender for the services at the Mt Nebo Waste Management Facility was the best overall offer, based on the following:

- MCT is a local resident which negates the requirement for heavy machinery to be transported up and down the mountain range several days each week.
- For emergency events, MCT is relatively close to attend the site.
- MCT has previous experience as a ranger for Queensland Parks and Wildlife Service (QPWS). The Mt Nebo Transfer Station is situated on a leased area within the D'Aguiar National Park and MCT is conversant with the QPWS requirements for this site.
- MCT is an active member of the Mt Nebo Rural Fire Brigade and currently maintains a fire break around the green waste stockpile at the transfer station. His experience with the fire brigade and QPWS in maintaining a safe buffer is a significant benefit to Council.
- MCT's knowledge of the local area and residents is invaluable and is immediately aware if non-residents or 'commercials' are accessing the facility.

The panel agreed to recommend MCT based on the above information and his previous history in the provision of services to Council.

A third-party review of the financial status has been carried out on the two companies selected and the tenderers' third-party review is included in confidential supporting information #3 and #4.

3.5 Delegated Authority Implications

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

3.6 Financial Implications

The budget amount for these services is sufficient.

3.7 Economic Benefit

Servicing will be carried out on a weekly scheduled basis. Fixed rates will allow for accurate cost estimates and forecasting of services for the term of the agreement. Obtaining suitable equipment for the services ensures the efficient operations and prevents the likelihood of damage to the internal roads and storage pads.

3.8 Environmental Implications

The separation of greenwaste is a major target of waste minimisation in preserving landfill space and meets the requirements of Council's Sustainability Policy and waste minimisation program. Compacting of rubbish in bins on site assists in preventing excess rubbish being windswept into the environment and also improves the efficient use of bins, providing savings to Council.

3.9 Social Implications

Scheduled services by the contractor will ensure residents have easy access and available space when disposing of greenwaste and rubbish in the appropriate locations at the facilities.

3.10 Consultation / Communication

Consultation was held with Council's Team Leader Procurement to ensure compliance with Council's Procurement Policy. The tender document templates have been approved by Legal Services.

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
PENINSULA POWER JUNIOR PRESENTATION DAY**

Cr Koliana Winchester made mention that she represented Cr Allan Sutherland (Mayor) on Saturday, 26 October 2019 at the Peninsula Power Junior Presentation Day (Community Division). Cr Winchester noted there was approximately 400 kids in attendance with Peninsula Power expressing their thanks to Council for Council's ongoing support throughout the year, noting that 2019 was another successful year for the club.

**ITEM 11.2
DEFENCE FAMILY AND COMMUNITY OPEN DAY**

Cr Mick Gillam mentioned his attendance on Saturday, 26 October 2019 at the Bray Park-Strathpine RSL Sub-Branch, Defence Family and Community Open Day. Cr Mick Gillam noted this event provided a unique opportunity for the community to get together and show their appreciation for the veterans' service.

Cr Gillam advised there was approximately 1000 people in attendance with the RSL Sub-Branch extending their thanks to Council for Council's in-kind support for the day.

**ITEM 11.3
FREEDOM OF ENTRY**

Cr Mike Charlton (Deputy Mayor) represented Cr Allan Sutherland (Mayor) on Saturday, 26 October at the Freedom of Entry event for the 212 Squadron Australian Air Force Cadets which was held along Redcliffe Parade, in Redcliffe.

Cr Charlton noted it was good to see young people involved in such an event. This was made evident when the Cadets marched down Redcliffe Parade and were greeted by applause from members of the public who watched on from surrounding cafes and shops.

Cr Charlton mentioned it was a pleasure and honour to be part of such a significant and worthwhile event.

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.

CLOSED SESSION

RESOLUTION

Moved by Cr Matt Constance

Seconded by Cr Peter Flannery

CARRIED 11/0

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

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

ATTENDANCE

Mr David Hood and Ms Lauren Fishburn attended the meeting at 11.10am for discussion on Items C.1 and C.2.

OPEN SESSION

RESOLUTION

Moved by Cr Koliana Winchester

Seconded by Cr Peter Flannery

CARRIED 11/0

That Council resume in open session and that the following motions be considered.

The open session resumed at 11.18am.

12a. CONFIDENTIAL OFFICERS' REPORTS TO COUNCIL

ITEM C.1 – CONFIDENTIAL**MBRC PLANNING SCHEME - PROPOSED S18 TAILORED AMENDMENT - STATE INTEREST REVIEW, CONSIDERATION OF SUBMISSIONS AND REQUEST FOR MINISTER'S APPROVAL - REGIONAL****Meeting / Session:** 2 Planning & Development (Cr M Gillam)Reference: A19117149: 1 October 2019 - Refer **Confidential Supporting Information A19249630; fA829762; fA829780; A19249784; A19206175; A19232388**

Responsible Officer: LF, Team Leader - Strategic Planning (PED Strategic Planning)

Basis of Confidentiality

Pursuant to s275 (1) of the Local Government Regulation 2012, clause (g), as the matter involves action to be taken by the Council under the Planning Act, including deciding applications made to the Council under that Act.

Executive Summary

At its Coordination Committee Meeting on 13 December 2018, Council resolved to make an amendment to the MBRC Planning Scheme under Section 18 (S18 Tailored Amendment) of the *Planning Act 2016* (the Act).

On 7 May 2019, Council received a Notice (Notice) from the Chief Executive of the Department of State Development, Manufacturing, Infrastructure and Planning under section 18(3) of the Act which outlined the tailored process for making the proposed amendment to the planning scheme.

The purpose of this report is to seek Council approval to:

- Comply with the Chief Executives conditions;
- Make changes to the planning scheme in response to feedback from submissions and the State interest review response;
- Notify the State of Council's response to the State interest review comments;
- Notify submitters about the outcomes of the submission consideration process; and
- Request the Minister allow the Council to adopt the proposed planning scheme amendment.

RESOLUTION

Moved by Cr Matt Constance**Seconded by Cr Kolianna Winchester****CARRIED 11/0**

1. That Council has considered the State interest review response from the Department of State Development, Manufacturing, Infrastructure and Planning.
2. That Council has considered all properly made submissions received by Council about the proposed planning scheme amendment.
3. That having considered the State interest review response and the properly made submissions, Council approves the changes to the proposed planning scheme amendment and the response to the State generally as contained in Attachments A, B and E.

4. That the Chief Executive Officer is authorised to:
 - a) notify persons who made properly made submissions by writing to each submitter about how submissions were dealt with;
 - b) prepare a Consultation Report generally in accordance with Attachment D summarising the issues raised in submissions and outlining how Council has responded to those issues;
 - c) make publicly available the Consultation Report by:
 - (i) placing a copy on Council's website for viewing and downloading,
 - (ii) placing hardcopies at Council's Strathpine, Caboolture and Redcliffe Customer Service Centres for inspection and purchase,
 - (iii) providing the report to each person who made a properly made submission.
5. That at the completion of items 1 to 4 above, the Chief Executive Officer be authorised to write to the Minister for State Development, Manufacturing, Infrastructure and Planning under section 18 of the *Planning Act 2016* and Request the Minister allow the Council to adopt the proposed planning scheme amendment in accordance with the Notice titled Chief Executive Notice Tailored Amendment 1 (proposed amendment) to the Moreton Bay Regional Council Planning Scheme ("Notice").
6. That the Chief Executive Officer be authorised to make minor, administrative and editorial changes to the proposed planning scheme and any associated documentation, if required, prior to it being provided to the Minister.
7. That the Chief Executive Officer be authorised to do all things reasonable and necessary in order to follow the process in the Notice in relation to the completion of the request made by the Council to the Minister to allow the Council to adopt the proposed planning scheme amendment.
8. That in response to the community feedback received during this amendment process, Council will undertake the following further bodies of work, noting the outcomes of this work may inform future amendments to the planning scheme:
 - a) A review of Secondary dwellings and the outcomes being achieved; and
 - b) A review of the Next generation neighbourhood precinct and the outcomes being achieved.

ITEM C.2 – CONFIDENTIAL**MBRC PLANNING SCHEME - PROPOSED AMENDMENT TO PLANNING SCHEME POLICIES - CONSIDERATION OF SUBMISSIONS - REGIONAL****Meeting / Session:** 2 Planning & Development (Cr M Gillam)**Reference:** A19117149: 1 October 2019 - Refer **Confidential** Supporting Information fA829780; A19249784**Responsible Officer:** LF, Team Leader - Strategic Planning (PED Strategic Planning)**Basis of Confidentiality**

Pursuant to s275 (1) of the Local Government Regulation 2012, clause (g), as the matter involves action to be taken by the Council under the Planning Act, including deciding applications made to the Council under that Act.

Executive Summary

At its Coordination Committee Meeting on 11 June 2019, Council resolved to:

- ... amend the existing planning scheme policies and make a new planning scheme policy in accordance with section 22 of the *Planning Act 2016*; and
- ... commence the public consultation process on the proposed planning scheme policy amendments and proposed new planning scheme policy in accordance with section 22 of the *Planning Act 2016*.

The purpose of this report is to seek Council approval to notify submitters about the outcomes of the submission consideration process.

RESOLUTION**Moved by Cr Mike Charlton (Deputy Mayor)****Seconded by Cr Matt Constance****CARRIED 11/0**

1. That Council has considered all properly made submissions received by Council about the proposed new planning scheme policy and amendments to existing planning scheme policies.
2. That having considered the properly made submissions, Council approves the changes to the proposed amendment to planning scheme policies generally as contained in Attachment C.
3. That the Chief Executive Officer is authorised to:
 - a) notify persons who made properly made submissions by writing to each submitter about how submissions were dealt with;
 - b) prepare a Consultation Report generally in accordance with Attachment D summarising the issues raised in submissions and outlining how Council has responded to those issues;
 - c) make publicly available the Consultation Report by:
 - (i) placing a copy on Council's website for viewing and downloading,
 - (ii) placing hardcopies at Council's Strathpine, Caboolture and Redcliffe Customer Service Centres for inspection and purchase,
 - (iii) providing the report to each person who made a properly made submission.

4. That the Chief Executive Officer be authorised to make minor, administrative and editorial changes to the proposed new planning scheme policy and amendments to existing planning scheme policies and any associated documentation, if required.
5. That Council notes a copy of the proposed new planning scheme policy and amendments to existing planning scheme policies will be provided to the Minister for State Development, Manufacturing, Infrastructure and Planning at the same time as the Chief Executive Officer submits the proposed S18 Tailored (Planning Scheme) Amendment 1 to the Minister for final consideration.

UNCONFIRMED

12b. CONFIDENTIAL GENERAL BUSINESS

No items for consideration.

13. CLOSURE

There being no further business the meeting closed at 11.21am.

CHIEF EXECUTIVE OFFICER'S CERTIFICATE

I certify that minute pages numbered 19/2257 to 19/2285 constitute the minutes of the General Meeting of the Moreton Bay Regional Council held Tuesday 29 October 2019.

Graeme Kanofski
Acting Chief Executive Officer

CONFIRMATION CERTIFICATE

The foregoing minutes were confirmed by resolution of Council at its meeting held Wednesday 6 November 2019.

Graeme Kanofski
Acting Chief Executive Officer

Councillor Allan Sutherland
Mayor