



AGENDA

GENERAL MEETING

Wednesday 7 October 2020

commencing at **9.00AM**

Caboolture Chambers
2 Hasking Street, Caboolture

Pursuant to section 277E of the Local Government Regulation 2012 it is considered not practicable for the public to attend the meeting because of health and safety reasons associated with the public health emergency involving COVID-19

Accordingly, this meeting is physically closed to the public.

However, will be live-streamed via a link on Council's website
(access to the link will be available immediately prior to the meeting)

COUNCILLOR:

NOTICE IS HEREBY GIVEN, that a General Meeting of the Moreton Bay Regional Council will be held on Wednesday 7 October 2020 commencing at 9.00AM in Caboolture Chambers, 2 Hasking Street, Caboolture to give consideration to the matters listed on this agenda.

Anthony Martini
Acting Chief Executive Officer

1 October 2020

Membership = 13
Mayor and all Councillors

Quorum = 7

Agenda for public distribution

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1. ACKNOWLEDGEMENT OF COUNTRY

Mayor to provide the Acknowledgement of Country.

2. OPENING PRAYER / REFLECTION

Mayor to provide the opening prayer / reflection for the meeting.

3. ATTENDANCE & APOLOGIES

Attendance:

Cr Peter Flannery (Mayor) (Chairperson)

Apologies:

4. MEMORIALS OR CONDOLENCES

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

5. A) CONFIRMATION OF MINUTES FROM PREVIOUS GENERAL MEETING

General Meeting - 16 September 2020 (Pages 20/1690 - 20/1733)

RESOLUTION that the minutes of the General Meeting held 16 September 2020, be confirmed.

Attachment #1 Unconfirmed Minutes - General Meeting 16 September 2020

6. PRESENTATION OF PETITIONS

(Addressed to the Council and tabled by Councillors)

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

7. CORRESPONDENCE

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

8. DEPUTATIONS / COMMUNITY COMMENT

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

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 appointed Portfolio Councillor will facilitate the conduct of the respective session under the control of the Mayor as the Presiding Officer.

Session	Portfolio Councillor	Deputy Portfolio Councillor
1 Governance & Engagement	Cr P Flannery (Mayor)	Cr D Sims (Deputy Mayor)
2 Infrastructure Planning	Cr A Hain	C T Latter
3 Engineering, Construction & Maintenance	Cr B Savige	Cr C Tonks
4 Planning	Cr D Grimwade	Cr K Winchester / Cr M Booth
5 Community & Environmental Services	Cr M Gillam	Cr S Ruck
6 Finance & Corporate Services	Cr M Constance	Cr J Shipway

1 GOVERNANCE & ENGAGEMENT SESSION

(Cr P Flannery, Mayor)

Declarations of interest statement

Portfolio Councillor to inform Council of any personal interests for items in this session, then ask other Councillors if they have any personal interests that will be declared for respective items in the session.

ITEM 1.1

INSTITUTE OF PUBLIC WORKS ENGINEERING AUSTRALASIA QUEENSLAND ANNUAL CONFERENCE

Meeting / Session: 1 GOVERNANCE & ENGAGEMENT

Reference: A20593047 : 29 September 2020

Responsible Officer: LK, Executive Support Officer (FCS Governance & Executive Services)

Executive Summary

The purpose of this report is to determine Councillor attendance to the Institute of Public Works Engineering Australasia Queensland (IPWEAQ) Annual Conference to be held at the Brisbane Convention & Exhibition Centre from 10-12 November 2020.

OFFICER'S RECOMMENDATION

1. That Councillors Adam Hain and Mark Booth be authorised to attend the Institute of Public Works Engineering Australasia Queensland (IPWEAQ) Annual Conference.
2. That the Chief Executive Officer arrange for officer attendance at this conference as appropriate.

ITEM 1.1 INSTITUTE OF PUBLIC WORKS ENGINEERING AUSTRALASIA QUEENSLAND ANNUAL CONFERENCE - A20593047 (Cont.)

REPORT DETAIL

1. Background

Advice has been received that the IPWEAQ Annual Conference will be held at the Brisbane Convention & Exhibition Centre from Tuesday 10 to Thursday 12 November 2020. Councillors Adam Hain and Mark Booth have expressed an interest in attending this conference.

Councillor Adam Hain is the Portfolio Councillor for Infrastructure Planning and Councillor Mark Booth is the Deputy Portfolio Councillor for Planning. Both portfolios include topics to be discussed at this conference.

2. Explanation of Item

As part of Council's annual Public Works Technical Subscription, the IPWEAQ provides complimentary delegate registrations to the IPWEAQ Annual Conference.

The topics at the annual conference include:

- Investing for resilient communities;
- Intelligent asset management;
- Drones, AI and the future of asset data;
- From data to information to decision-making;
- Engineering and community resilience through sustainability;
- Exploring driver behaviour to shape better road-user experiences;
- Cyclist safety at roundabouts; and
- Sunshine Coast design strategy and the importance of design in shaping the future of our towns, regions and cities.

3. Strategic Implications

3.1 Legislative / Legal Implications Nil identified

3.2 Corporate Plan / Operational Plan
Creating Opportunities: Well-planned growth - a sustainable and well-planned community.

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

3.4 Risk Management Implications Nil identified

3.5 Delegated Authority Implications Nil identified

3.6 Financial Implications
Appropriate funds have been provided in the 2020/21 budget.

3.7 Economic Benefit Implications
Topics associated with the conference will address a range of economic issues relevant to a local government context.

3.8 Environmental Implications
Topics associated with the conference will address a range of environmental issues relevant to a local government context.

3.9 Social Implications
Topics associated with the conference will address a range of social issues relevant to a local government context.

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ITEM 1.1 INSTITUTE OF PUBLIC WORKS ENGINEERING AUSTRALASIA QUEENSLAND ANNUAL CONFERENCE - A20593047 (Cont.)

3.10 Human Rights Implications Nil identified

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

ITEM 1.2
LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND - LGX FORWARD
FACING CONFERENCE

Meeting / Session: 1 GOVERNANCE & ENGAGEMENT
Reference: A20593342 : 22 September 2020
Responsible Officer: LK, Executive Services Officer (FCS Governance & Executive Services)

Executive Summary

The purpose of this report is to determine Councillor attendance to the Local Government Association of Queensland (LGAQ) - LGx Forward Facing conference to be held in Brisbane from 4-5 November 2020.

OFFICER'S RECOMMENDATION

1. That Councillor Mark Booth be authorised to attend the Local Government Association of Queensland (LGAQ) - LGx Forward Facing conference.
2. That the Chief Executive Officer arrange for officer attendance at this conference as appropriate.

ITEM 1.2 LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND - LGX FORWARD FACING CONFERENCE - A20593342 (Cont.)

REPORT DETAIL

1. Background

Advice has been received that the Local Government Association of Queensland (LGAQ) - LGx Forward Facing conference is to be held at the Howard Smith Wharves in Brisbane from Wednesday 4 November to Thursday 5 November 2020. Cr Mark Booth has expressed his interest in attending.

2. Explanation of Item

The LGAQ - LGx Forward Facing conference will discuss communication in the public sector and will feature topics such as:

- Lessons learned from lockdown: post-COVID communications;
- Social media 2021: future trends of digital and social media ;
- Next Gen Councillors;
- Destination marketing;
- Council communications success stories; and
- How Brisbane rallied the community behind its new runway.

3. Strategic Implications

3.1 Legislative / Legal Implications Nil identified

3.2 Corporate Plan / Operational Plan
Creating Opportunities: Digital literacy and commerce - a digital region.

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

3.4 Risk Management Implications Nil identified

3.5 Delegated Authority Implications Nil identified

3.6 Financial Implications
Appropriate funds have been provided in the 2020/21 budget.

3.7 Economic Benefit Implications
Topics associated with the conference will address a range of economic issues relevant to a local government context.

3.8 Environmental Implications Nil identified

3.9 Social Implications
Topics associated with the conference will address a range of social issues relevant to a local government context.

3.10 Human Rights Implications Nil identified

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

2 INFRASTRUCTURE PLANNING SESSION

(Cr A Hain)

Declarations of interest statement

Portfolio Councillor to inform Council of any personal interests for items in this session, then ask other Councillors if they have any personal interests that will be declared for respective items in the session.

ITEM 2.1

WOORIM - NORTH STREET - PROPOSED NAMING OF CAMPBELL PLACE

Meeting / Session: 2 INFRASTRUCTURE PLANNING
Reference: A20583208 : 22 September 2020
Responsible Officer: BS, Technical Officer (IP Parks & Recreation Planning)

Executive Summary

An application has been received requesting that an area within the parkland, located at 121 North Street, Woorim, be named after Wilma and Douglas Campbell.

This report provides Council with background information relevant to the application and recommends that a portion of Lot 75, CG3000 be named "Campbell Place".

OFFICER'S RECOMMENDATION

1. That having regard to the information provided within this report and subject to the outcome of public advertising, the naming of an area within Lot 75, CG3000 as "Campbell Place", be approved.
2. That public advertising of the proposal to name the area be undertaken via appropriate digital and/or print media platforms, having a distribution covering the general vicinity of the subject park, and on Council's website with public submissions open for a period of 28 days.
3. That should adverse submissions be received as a result of public advertising; the matter be referred to Council in a subsequent report.

ITEM 2.1 WOORIM - NORTH STREET - PROPOSED NAMING OF CAMPBELL PLACE - A20583208 (Cont.)

REPORT DETAIL

1. Background

An application has been received by Council requesting that a portion of Lot 75, CG3000 (refer Figure 1), located at 121 North Street, Woorim, be named in recognition of Wilma and Douglas Campbell.



Figure 1: Area to be named at 121 North Street, Woorim

2. Explanation of Item

The application to name a park or recreation reserve under Council control was lodged by Susan Clark and Kevin Campbell, in recognition of the community contributions made by Wilma and Douglas Campbell. Letters of support have been provided by Uldis Baltars and Mal Smith who knew the Campbells. The application and letters of support note the following community contributions voluntarily made by the Campbells:

- Meals on Wheels,
- Neighbourhood Watch,
- Scouts,
- Cubs,
- local charity shops, and
- local church.

The following was also noted in the application;

“At their funerals, there was standing room only and tributes had to be curtailed by the Funeral House. Other mourners had to stand outside on the lawn to say their last farewell to two truly wonderful people.”

ITEM 2.1 WOORIM - NORTH STREET - PROPOSED NAMING OF CAMPBELL PLACE - A20583208 (Cont.)

Under Policy No: 11-2150-039, Naming of Council Owned or Administered Buildings, Structures and other Assets (excluding roads), applicants are required to provide documentation to substantiate the good character of the person or persons being acknowledged. This application provided 2 letters of character reference and is also supported by Division 1 Councillor, Brooke Savage.

The recommendation to name the land after the Campbells complies with the Council's policy guideline as outlined below:

- *Names of respected community members of considerable service who are, or were resident or working within the region;*

Council internal policy requires that any proposal to name parkland be publicly advertised via appropriate digital and/or print media platforms, having a distribution covering the general vicinity of the subject park, and on Council's website for a period of up to 28 days during which time submissions can be received. This process allows Council to assess any possible objections to the proposed naming. Other suitable media outlets will also be utilised where local print newspapers are not in existence.

A history board is proposed to be installed in conjunction with the new park name sign to explain the connection the Campbells had with the land. The proposed wording is as follows:

"This area is named after Douglas & Wilma Campbell who lived adjacent to this parkland and were highly regarded active volunteers in the local community."

3. Strategic Implications

3.1 Legislative / Legal Implications Nil identified

3.2 Corporate Plan / Operational Plan

Valuing Lifestyle: Quality recreation and cultural opportunities - places to discover, learn, play and imagine.

3.3 Policy Implications

The submitted application complies with and has all the supporting documentation required under MBRC Policy No: 11-2150-039, Naming of Council Owned or Administered Buildings, Structures and other Assets (excluding roads).

3.4 Risk Management Implications Nil identified

3.5 Delegated Authority Implications

Subject to no adverse submissions being received, the matter should be referred to the Director Engineering Construction and Maintenance for implementation.

3.6 Financial Implications

The estimated cost of fabricating and installing a new sign in accordance with the Draft Park and Open Space Signage Guidelines is approximately \$2,000.

3.7 Economic Benefit Implications Nil identified

3.8 Environmental Implications Nil identified

3.9 Social Implications

Formal naming will provide improved awareness of, and the ability to recognise distinct locations within the region.

3.10 Human Rights Implications Nil identified

3.11 Consultation / Communication

The proposed naming is supported by the Division 1 Councillor.

3 ENGINEERING, CONSTRUCTION & MAINTENANCE SESSION

(Cr B Savige)

Declarations of interest statement

Portfolio Councillor to inform Council of any personal interests for items in this session, then ask other Councillors if they have any personal interests that will be declared for respective items in the session.

ITEM 3.1

MORETON BAY LOCAL DISASTER MANAGEMENT GROUP AND MORETON DISTRICT DISASTER MANAGEMENT GROUP - MEETING MINUTES 23 JULY 2020

Meeting / Session: 3 ENGINEERING, CONSTRUCTION & MAINTENANCE
Reference: A20545016 : 22 September 2020 - **Refer Supporting Information A20306377**
Responsible Officer: CP, Coordinator Disaster Management (ECM Directorate)

Executive Summary

The Moreton Bay Local Disaster Management Group (LDMG) and Moreton District Disaster Management Group (DDMG) held its regular Ordinary meeting on 23 July 2020.

The minutes of this meeting are provided for reference.

OFFICER'S RECOMMENDATION

That the minutes of the combined Moreton Bay Local Disaster Management Group and the Moreton District Disaster Management Group meeting held 23 July 2020, be adopted as contained in the supporting information.

ITEM 3.1 MORETON BAY LOCAL DISASTER MANAGEMENT GROUP AND MORETON DISTRICT DISASTER MANAGEMENT GROUP - MEETING MINUTES 23 JULY 2020 - A20545016 (Cont.)

REPORT DETAIL

1. Background

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

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

The combined LDMG/DDMG held its regular Ordinary meeting on 23 July 2020, the minutes of which are provided in the supporting information to this report.

2. Explanation of Item

This report is provided to advise Council of the issues discussed and any meeting outcomes/action items.

Combined meetings are chaired on a rotational basis. Since Queensland Police Service (QPS) chaired the last meeting held in February 2020, the July 2020 meeting was chaired by Council. With the absence of the Mayor, the meeting was chaired by Cr Matt Constance. The next meeting scheduled for 26 November 2020 will be chaired by QPS.

3. Strategic Implications

3.1 Legislative / Legal Implications

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

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

Nil identified

3.4 Risk Management Implications

An update was provided on African Swine Fever (ASF) on preparedness planning to ensure an effective response to protect Australia's pig industry. While ASF is not in Australia it has been detected in Papua New Guinea. Border security is critically important with the import of contaminated goods into Australia posing the largest risk. Department of Agriculture and Fisheries (DAF) is the lead agency in Queensland and has plans in place in case of an outbreak. DAF is working with Council staff on how to deal with biosecurity matters such as ASF if they were to occur.

Queensland Fire and Emergency Services chairs the Brisbane North Area Fire Management Group (that covers MBRC). A Bushfire Risk Mitigation Plan has been developed for the 2020 burn season and this was presented to the LDMG/DDMG. It is envisaged that an Area Fire Management Group meeting will occur shortly to discuss the outcomes of the 2020 'Operation Coolburn' period and commence planning for the 2021 planned burn season.

3.5 Delegated Authority Implications

Nil identified

3.6 Financial Implications

Nil identified

ITEM 3.1 MORETON BAY LOCAL DISASTER MANAGEMENT GROUP AND MORETON DISTRICT DISASTER MANAGEMENT GROUP - MEETING MINUTES 23 JULY 2020 - A20545016 (Cont.)

3.7 Economic Benefit Implications

Phoenix Resilience presented the COVID-19 Moreton Recovery Plan 2020-2021. The 5 key areas for economic recovery are: Regional Development Organisations (e.g. MBRIT, RDA Moreton), Government, Industry Bodies, Businesses and Universities. Impact Assessments were undertaken, and Action Plans have been developed with the focus on the immediate, medium and long term recovery activities. Longer term activities are aligned with Council's Regional Economic Development Strategy.

3.8 Environmental Implications Nil identified

3.9 Social Implications

Phoenix Resilience presented the COVID-19 Moreton Recovery Plan 2020-2021. The 5 key areas for human social recovery are: Community Support Organisations, Government, Health Organisations, Sports and Arts. Impact Assessments were undertaken, and Action Plans have been developed with the focus on the immediate, medium and long term recovery activities.

3.10 Human Rights Implications Nil identified

3.11 Consultation / Communication

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

SUPPORTING INFORMATION

Ref: [A20306377](#)

The following list of supporting information is provided for:

ITEM 3.1

MORETON BAY LOCAL DISASTER MANAGEMENT GROUP AND MORETON DISTRICT DISASTER MANAGEMENT GROUP - MEETING MINUTES 23 JULY 2020

#1 Moreton Bay LDMG and Moreton DDMG Ordinary Meeting Minutes - 23 July 2020

ITEM 3.2

TENDER - REDCLIFFE - SES DEPOT - BUILDING REFURBISHMENT

Meeting / Session: 3 ENGINEERING, CONSTRUCTION & MAINTENANCE
Reference: A20492181 : 23 September 2020 - Refer **Confidential Supporting Information A20497827**
Responsible Officer: PJ, Project Manager (ECM Project Management)

Executive Summary

Tenders were invited using LG Tender Box for the 'Redcliffe SES Depot Building Refurbishment (MBRC009404)' project, with tenders closing on the 14th July 2020, with a total of 21 tenders received all of which were conforming.

It is recommended that the tender for 'Redcliffe SES Depot Building Refurbishment (MBRC009404)' project be awarded to Future Fitouts Qld Pty Ltd for the sum of \$196,481.00 (excluding GST) as this tender has been evaluated as representing the best overall value to Council.

OFFICER'S RECOMMENDATION

1. That the tender for 'Redcliffe SES Depot Building Refurbishment (MBRC009404)' project be awarded to Future Fitouts Qld Pty Ltd for the sum of \$196,481.00 (excluding GST).
2. That the Council enters into an agreement with Future Fitouts Qld Pty Ltd as described in this report.
3. That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, negotiating, making, amending, signing and discharging the agreement with Future Fitouts Qld Pty Ltd for 'Redcliffe SES Depot Building Refurbishment (MBRC009404)' project and any required variations of the agreement on Council's behalf.
4. To allow this project to progress and for Council to be able to enter into an arrangement with Future Fitouts Qld Pty Ltd, that Council commits an additional \$100,000 to the project at the 20-21 FY quarter one financial review process.

ITEM 3.2 TENDER - REDCLIFFE - SES DEPOT - BUILDING REFURBISHMENT - A20492181 (Cont.)

REPORT DETAIL

1. Background

The project is located at 35-41 Portwood Street, Redcliffe. The scope of works includes the reconfiguration of internal space, replacement of bathroom fixtures and fittings and installation of air-conditioning. The objective of the project is to create a more functional, usable space for SES Redcliffe Group's activities including operational response and training.

The development phase of the project identified deficiencies relating to accessibility for persons with disabilities. The deficiencies were addressed in the design stage to enable inclusion and access to person with disabilities.

The works are expected to commence October 2020 and take 6 weeks to complete with an allowance of 5 days for wet weather.



Figure 1 Location of Works

2. Explanation of Item

Tenders were invited for the 'Redcliffe SES Depot Building Refurbishment MBRC009404' project. The Tender closed on the 14 July 2020, with a total of 21 tenders received, all of which were conforming. The tenders were assessed by the assessment panel in accordance with Council's Purchasing Policy and the selection criteria as set out in the tender documents.

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ITEM 3.2 TENDER - REDCLIFFE - SES DEPOT - BUILDING REFURBISHMENT - A20492181 (Cont.)

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

RANK	TENDERER	Result (Pre LP)	Result (Post LP)
1	Future Fitouts Qld Pty Ltd	98.10	105.60
2	Premis Solutions Pty Ltd	97.84	105.34
3	Unita Qld Pty Ltd	94.04	101.54
4	INTREC Management Qld Pty Ltd	95.51	95.51
5	Sensus Building Group Pty Ltd	92.28	92.28
6	Artic Projects	91.44	91.44
7	Focus Fitouts Qld Pty Ltd	91.33	91.33
8	Aligned Management Lty Ltd	90.88	90.88
9	Kimini Constructions Pty Ltd	90.45	90.45
10	MAW Group (Aust) Pty Ltd trading as Oasis Construction (Aust)	90.31	90.31
11	Better Build Constructions Pty Ltd	88.65	88.65
12	Kane Constructions (Qld) Pty Ltd trading as arete Australia	88.11	88.11
13	Herron Coorey Pty Ltd	84.86	84.86
14	Main Constructions (Building) Pty Ltd	84.26	84.26
15	Leaf Building Group Pty Ltd	82.97	82.97
16	Quadric Pty Ltd	81.17	82.17
17	Midson Construction (Qld) Pty Ltd	81.96	81.96
18	Sina Construction	78.80	78.80
19	A & SE Amirsardari trading as Caspian Building Services	69.06	69.06
20	De Gee Group Pty Ltd	67.50	67.50
21	Verve Constructions (Qld) Pty Ltd	46.33	46.33

Future Fitouts Qld Pty Ltd ('FFQ') - submitted a detailed conforming tender. FFQ attended a tender clarification meeting 17/08/2020 and demonstrated their experience and methodology to complete the project. FFQ have completed the Sentinel Property - Building Refurbishment in November 2019 value \$4.3M for Sentinel Property; Kingston State School Refurbishment Block G June 2020 value \$560,000 for the Queensland State government. The tender evaluation panel recommends the tender from FFQ represents the best overall value offer to council.

Premis Solutions Pty Ltd ('Premis') - submitted a detailed conforming tender detailing their experience and methodology to complete the project, however there were no additional benefits for the increased cost.

Unita Qld Pty Ltd ('Unita') - submitted a detailed conforming tender detailing their experience and methodology to complete the project, however there were no additional benefits for the increased cost.

ITEM 3.2 TENDER - REDCLIFFE - SES DEPOT - BUILDING REFURBISHMENT - A20492181 (Cont.)

3. Strategic Implications

3.1 Legislative / Legal Implications

Due to the value of the work being greater than \$200,000, a competitive open tender process was undertaken via the LG Tender system. The tender was called in accordance with the *Local Government Act 2009*.

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

This project/contract/initiative has been procured/sourced 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.

This tender has been procured in accordance with Council's Local Preference - Corporate Directive 2180-054.

3.4 Risk Management Implications

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

Financial Risks:

A third-party financial assessment has been carried out and the recommended tenderer was rated 'strong'.

Construction Risks:

- a) The recommended tenderer will provide a detailed program of works including, Traffic, Safety Management Plan and Environmental Management Plan as part of the contract to identify and detail how they will manage and mitigate project construction risks. This information will be assessed and will be monitored by Council's Project Management section throughout the duration of the project.
- b) There are no development approval risks relating to this contract.
- c) The contractor has not identified any supply issues associated with this project.
- d) COVID-19: The contractor advised in the tender clarification meeting that currently there were no foreseeable supply issues associated with COVID-19.

3.5 Delegate Authority Implications

Under delegation Council-163, the CEO has the power to enter into contracts up to and including the amount of one percent (1%) of Council's net rate and utility charges as stated in Council's audited financial statements included in Council's most recently adopted annual report - estimated \$3.1M, providing the expenditure has been provided for in Council's annual budget.

The cost of this project is greater than the budget allocation requiring an amendment to the budget allocation and is therefore reported to Council for consideration.

3.6 Financial Implications

Council allocated a total of \$150,000 in the 19-20 FY Capital Projects Program. The remaining funds of \$118,892 was re-provided into the 20-21 FY Capital Projects Program. All financial information below is exclusive of GST.

Moreton Bay Regional Council

ITEM 3.2 TENDER - REDCLIFFE - SES DEPOT - BUILDING REFURBISHMENT - A20492181 (Cont.)

Investigation and Design (19-20)	\$ 31,108.00
Tender Price (Construction)	\$ 196,481.00
Contingency 10%	\$ 19,648.10
Q-leave 0.575%	\$ 1,129.77

Total Project Cost	\$ 248,366.87
	=====
Estimated ongoing operational/maintenance costs	\$1500 per F/Y.

The existing funds for the project, being \$118,892, are insufficient to complete the project. To allow this project to progress and for Council to be able to enter into an arrangement with Future Fitouts Qld Pty Ltd, Council will need to commit an additional \$100,000 to the project at the 20-21 FY quarter one financial review process.

3.7 Economic Benefit Implications Nil identified

3.8 Environmental Implications

The recommended tenderer submitted a Construction Environmental Management Plan as part of the tender submission. The plan details the management of onsite environmental matters affecting the project during construction.

3.9 Social Implications

The project will result in a more functional, usable space for SES Redcliffe group activities, including operational response and training. The refurbished facility will considerably improve the capacity of the Redcliffe SES Group to provide SES services to the community

3.10 Human Rights Implications Nil identified

3.11 Consultation / Communication

Council and SES stakeholders have been consulted. A detailed communications plan has been developed and includes project notices and project signs. The local councillor has been consulted and is supportive of the project and will receive weekly email updates.

SUPPORTING INFORMATION

Ref: [A20497827](#)

The following list of supporting information is provided for:

ITEM 3.2

TENDER - REDCLIFFE - SES DEPOT - BUILDING REFURBISHMENT

Confidential #1 Tender Evaluation

ITEM 3.3

TENDER - NARANGBA - HARRIS AVENUE SPORTS COMPLEX - CLUBHOUSE, TENNIS COURTS AND CARPARK DEVELOPMENT

Meeting / Session: 3 ENGINEERING, CONSTRUCTION & MAINTENANCE
Reference: A20500051 : 23 September 2020 - Refer **Confidential** Supporting Information A20529406
Responsible Officer: SC, Senior Project Manager (ECM Project Management)

Executive Summary

Tenders were called for the 'Narangba - Harris Avenue Sports Complex - Clubhouse, Tennis Courts and Carpark Development (MBRC010092)' project, with tenders closing on 8 September 2020, with a total of eight tenders received, seven of which were conforming.

It is recommended that the tender for the 'Narangba - Harris Avenue Sports Complex - Clubhouse, Tennis Courts and Carpark Development (MBRC010092)' project be awarded to Bli Bli Nominees Constructions Pty Ltd, trading as BBN Constructions for the sum of \$3,094,006.44 (excluding GST), as this tender represents the best overall value to Council.

OFFICER'S RECOMMENDATION

1. That the tender for 'Narangba - Harris Avenue Sports Complex - Clubhouse, Tennis Courts and Carpark Development (MBRC010092)' project be awarded to Bli Bli Nominees Constructions Pty Ltd, trading as BBN Constructions, for the sum of \$3,094,006.44 (excluding GST).
2. That the Council enters into an agreement with Bli Bli Nominees Constructions Pty Ltd, trading as BBN Constructions, as described in this report.
3. That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, negotiating, making, amending, signing and discharging the agreement with Bli Bli Nominees Constructions Pty Ltd, trading as BBN Constructions, for the 'Narangba - Harris Avenue Sports Complex - Clubhouse, Tennis Courts and Carpark Development (MBRC010092)' project and any required variations of the agreement on Council's behalf.

ITEM 3.3 TENDER - NARANGBA - HARRIS AVENUE SPORTS COMPLEX - CLUBHOUSE, TENNIS COURTS AND CARPARK DEVELOPMENT - A20500051 (Cont.)

REPORT DETAIL

1. Background

This project is located at the Harris Avenue Sports Complex, Harris Avenue, Narangba. The project involves the construction of six tennis courts with fencing and lighting, car parking and storm water infrastructure, and the second stage of the clubhouse building and associated services. The project provides tennis courts for the Burpengary and Narangba area.

The tennis gap analysis has identified provision of tennis courts in the Burpengary/Narangba area as a high priority. A feasibility study for tennis courts at Narangba was undertaken in 2012 and provides supporting rationale for delivery of this project due to significant under supply of tennis facilities in the Narangba catchment.

On 19 July 2011, Council approved a Material Change of Use - Development Permit for Entertainment & Recreation (Outdoors) and shop (DA/25314/2010/DA) for the project generally comprising of sports fields, amenity/store building, clubhouse building, tennis courts and carpark.

The sports fields and amenity/store building have progressively been developed and the proposed clubhouse, tennis courts and carpark will form the last element associated with the approved Development Permit.

It is proposed that the construction will commence in November 2020 and be completed by July 2021 including an allowance for wet weather (42 days).



Figure 1 - Location Plan

ITEM 3.3 TENDER - NARANGBA - HARRIS AVENUE SPORTS COMPLEX - CLUBHOUSE, TENNIS COURTS AND CARPARK DEVELOPMENT - A20500051 (Cont.)

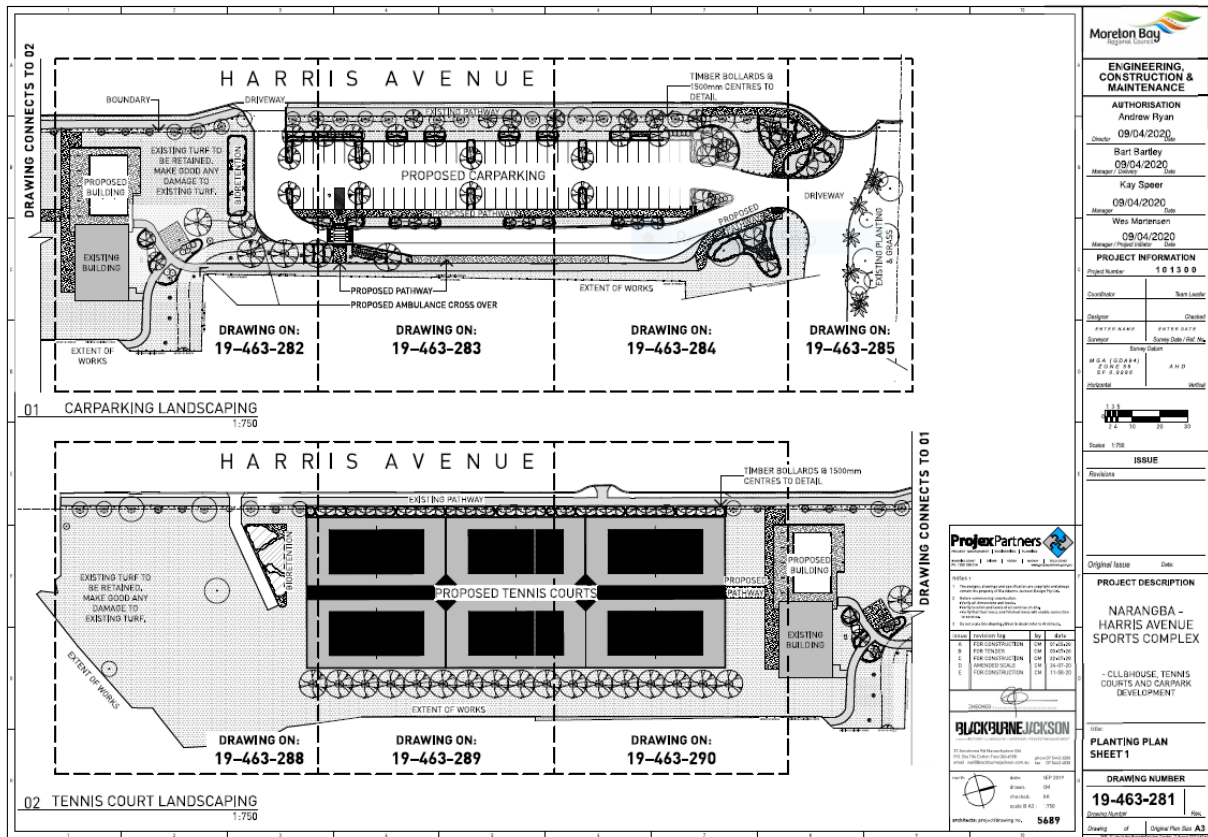


Figure 2 - Clubhouse, Tennis Courts and Carpark



Figure 3 - Clubhouse - Artist's Impression

ITEM 3.3 TENDER - NARANGBA - HARRIS AVENUE SPORTS COMPLEX - CLUBHOUSE, TENNIS COURTS AND CARPARK DEVELOPMENT - A20500051 (Cont.)

2. Explanation of Item

Tenders for the 'Narangba - Harris Avenue Sports Complex - Clubhouse, Tennis Courts and Carpark Development (MBRC010092)' project closed on 8 September 2020, with eight tenders received, of which seven were conforming, with one submission non-conforming.

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

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

RANK	TENDERER	EVALUATION SCORE (Pre-LP)	EVALUATION SCORE (Post LP)
1	Bli Bli Nominees Constructions Pty Ltd, trading as BBN Constructions	96.36	103.86
2	J.MAC CONSTRUCTIONS PTY LTD	94.85	94.85
3	LEAF Building Group Pty Ltd	90.19	90.19
4	Chapcon Building Services Pty Ltd	86.63	86.63
5	NF Corbett Pty Ltd	86.46	86.46
6	AllenCon Pty Ltd	84.27	84.27
7	WAC & Co Pty Ltd	75.52	75.52
8	Premier Sports & Leisure	Non-conforming	Non-conforming

Bli Bli Nominees Constructions Pty Ltd, trading as BBN Constructions ('BBN') - submitted a comprehensive and well-presented tender demonstrating relevant similar project experience. A tender clarification meeting was held on 23 September 2020, at which BBN demonstrated their relevant experience, methodology, understanding of the project and capability in delivering the project including detailing the sub-contractors to be used on this project.

BBN have undertaken building projects for Moreton Bay Regional Council (MBRC), including a new sports club at Kinsellas Sports Complex, North Lakes (\$1.3m) and a new SES Depot at James Drysdale Reserve, Bunya (\$2.3m) and is currently undertaking the South Pine Sporting Association (SPSA) Building Extension valued at \$15M. Council officer's have discussed with BBN their capacity to undertake both the SPSA project in conjunction with the project which is the subject of this tender and are confident that BBN has the required capacity to undertake both projects without adverse effect on either project's quality, cost and delivery targets.

BBN have also undertaken infrastructure/siteworks at Maroochydore State High School - Senior Learning Centre and Sports Facility valued at \$4.9M for the School Business Manager (QLD Government); Woombye Care Infrastructure / Siteworks valued \$7.1M for Woombye Aged Care and the Yandina Shopping Centre Infrastructure / Siteworks valued at \$6.5M for IGA.

ITEM 3.3 TENDER - NARANGBA - HARRIS AVENUE SPORTS COMPLEX - CLUBHOUSE, TENNIS COURTS AND CARPARK DEVELOPMENT - A20500051 (Cont.)

BBN propose to subcontract the construction works for the tennis courts to Jordin Sports Constructions a company BBN have utilised on multiple sports complex projects that include Sheldon College tennis courts and lighting (6 tennis courts), Charters Towers Tennis Club (8 tennis courts) and Miami Tennis and Gold Coast Seniors Tennis Club (8 courts).

BBN submission was the lowest priced and highest scoring tender submission. The evaluation panel recommends that the tender from BBN represents the best overall value offer to Council.

J.MAC CONSTRUCTIONS PTY LTD ('JMac') - submitted a comprehensive and well-presented tender, however there were no additional benefits for the higher price.

LEAF Building Group Pty Ltd ('LEAF') - submitted a well-presented tender, however there were no additional benefits for the higher price.

The non-conforming tenderer did not submit the mandatory tender documentation (e.g. financial details).

3. Strategic Implications

3.1 Legislative / Legal Implications

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

3.2 Corporate Plan / Operational Plan

This project is consistent with the Corporate Plan outcome - Valuing Lifestyle: Quality recreation and cultural opportunities - active recreation opportunities.

3.3 Policy Implications

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

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

Tenders were assessed against Council's Procurement Policy under the Local Preference - Corporate Directive 2180-054.

3.4 Risk Management Implications

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

Financial Risks:

A third-party review of financial status has been carried out in the past twelve months and the successful tenderer for the SPSA project (\$15M) and was rated '*conditionally acceptable*'.

Construction Risks:

- a. The recommended tenderer will provide a program of works, staging plans, traffic management plans, safety management plan, environmental management plan, tree management plan, and quality management documentation as part of the contract to detail how they will plan, establish and manage project construction risks which will be reviewed and audited by Project Management.
- b. The recommended tenderer has indicated their understanding of the project site and the proximity of the school located opposite the site as well as the adjoining sports field to ensure the safety and well-being of all during the works.
- c. The recommended tenderer has indicated that their program of works takes into consideration the provision of appropriate resources to be able to complete the project works effectively and on time.
- d. The project is not impacted by any Development Approvals as a Material Change of Use has previously been approved with the proposed works being generally in accordance with the MCU.

ITEM 3.3 TENDER - NARANGBA - HARRIS AVENUE SPORTS COMPLEX - CLUBHOUSE, TENNIS COURTS AND CARPARK DEVELOPMENT - A20500051 (Cont.)

- e. The procurement risks relating to this project are considered low as there is adequate lead time for the recommended tenderer to procure the relevant project construction materials.
- f. At the tender clarification meeting, the recommended tenderer advised that there were no foreseen COVID-19 related impacts with regard to material supply chains which would adversely affect the project.
- g. Dilapidation inspections will be conducted prior to works commencing on council's Young Road and around the sports field entrance to record the existing condition of assets and again after construction to record any change.

3.5 Delegated Authority Implications

Under delegation Council-163, the CEO has the power to enter into contracts up to and including the amount of one percent (1%) of Council's net rate and utility charges as stated in Council's audited financial statements included in Council's most recently adopted annual report - estimated \$3.1M, providing the expenditure has been provided for in Council's annual budget.

The cost of this project is equivalent to the delegated limit and is therefore reported to Council for consideration.

3.6 Financial Implications

Council has allocated a total of \$4,075,000 for this project with \$400,000 in the 19-20 FY for detailed design and a further \$3,675,000 in the 20-21 FY Capital Projects Program for construction. (External funding of \$1,700,000 has been obtained from the State Government Unite and Recover Community Stimulus Package (COVID-19) program). All financial information provided below is excluding GST.

Design (19-20)	\$ 221,687.00
Tender Price (Construction)	\$ 3,094,006.44
Contingency (17.5%)	\$ 541,451.13
QLeave (0.575%)	\$ 17,790.54
Construction Phase Consultants	\$ 30,000.00

Total Project Cost	\$ 3,904,935.11
	=====
Estimated ongoing operational/maintenance costs	\$47,800 per F/Y.

The budget amount for this project is sufficient.

3.7 Economic Benefit Implications

Tennis Queensland have advised that the completion of this project will attract increased numbers of participants to the region in the form of regular fixtures and tournaments. Tennis Queensland also identified that the sport of tennis is under serviced in the catchment area of Narangba, and this facility will meet local demand.

3.8 Environmental Implications

An Environmental Management Plan will be provided to Council by the successful tenderer, detailing the management of environmental matters affecting the project during construction. The environment management plan will be monitored and audited by project management during the construction phase.

3.9 Social Implications

The development of the Harris Avenue Sports Complex - Clubhouse, Tennis Courts and Carpark Development will provide modern, accessible and universal facilities that support sport, recreation and physical activity opportunities for local Moreton Bay residents.

3.10 Human Rights Implications Nil identified

ITEM 3.3 TENDER - NARANGBA - HARRIS AVENUE SPORTS COMPLEX - CLUBHOUSE, TENNIS COURTS AND CARPARK DEVELOPMENT - A20500051 (Cont.)

3.11 Consultation / Communication

A detailed communication plan has been prepared for this project. Communication strategies include project notices issued four weeks prior to the commencement of works and project signs displayed on site four weeks prior to construction. State Government funding signage will be installed four weeks before construction. Weekly email updates will be provided to the Divisional Councillor and weekly updates with photographs will be provided about the project's progress on Council's website. Monthly drone footage will be provided by the contractor showing construction progress. The Divisional Councillor has been consulted and is supportive of the project.

SUPPORTING INFORMATION

Ref: [A20529406](#)

The following list of supporting information is provided for:

ITEM 3.3

**TENDER - NARANGBA - HARRIS AVENUE SPORTS COMPLEX - CLUBHOUSE, TENNIS COURTS
AND CARPARK DEVELOPMENT**

Confidential #1 Tender Evaluation

ITEM 3.4

**MURRUMBA DOWNS - BRAYS ROAD / MCCLINTOCK DRIVE - INTERSECTIONS
AND ROAD UPGRADE - RELOCATION OF NBN NETWORK**

Meeting / Session: 3 ENGINEERING, CONSTRUCTION & MAINTENANCE
Reference: A20466479 : 22 September 2020
Responsible Officer: RS, Senior Project Manager (ECM Project Management)

Executive Summary

This report seeks Council approval to enter into a contract with NBN Co Limited ('NBN') for the relocation of its telecommunications network in Brays Road, Murrumba Downs as part of the road widening and intersection upgrade project. NBN is the owner of this network and has provided an estimate for the works.

OFFICER'S RECOMMENDATION

1. That in accordance with section 235(a) of the Local Government Regulation 2012, Council is satisfied that NBN Co Limited ('NBN') is the only supplier who is reasonably available to undertake the relocation of the NBN network on Brays Road, Murrumba Downs, as described in this report.
2. That the Council enters into an agreement with NBN Co Limited as described in this report for the estimated sum of \$378,374.58 (excluding GST) as per the NBN estimate and Council signs the NBN Agreement to engage NBN to complete these relocation works.
3. That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, negotiating, making, amending, signing and discharging the agreement with NBN Co Limited for relocation of the NBN network on Brays Road, Murrumba Downs, and any required variations of the agreement on Council's behalf.

ITEM 3.4 MURRUMBA DOWNS - BRAYS ROAD / MCCLINTOCK DRIVE - INTERSECTIONS AND ROAD UPGRADE - RELOCATION OF NBN NETWORK - A20466479 (Cont.)

REPORT DETAIL

1. Background

The road improvement project is located over the section of Brays Road, between the recent Redcliffe Peninsula Rail Link (RPRL) construction north of Moreton Street, extending through to the bridge over the Bruce Highway, and along McClintock Drive from Brays Road to Black Duck Creek, Murrumba Downs (Division 7).

The overall project scope was outlined in the construction tender report considered by Council on 19 August 2020 including service relocations by APA Gas, Energex, Telstra, Unitywater and NBN.

Meeting & Date: General Meeting - 19 August 2020

Minute Page: 20/1531

Agenda Item & Title: ITEM 3.2 - TENDER - MURRUMBA DOWNS - BRAYS ROAD / MCCLINTOCK DRIVE - INTERSECTIONS AND ROAD UPGRADE (A20313523)

The NBN relocation scope has been updated since the council report on 19 August 2020 and is the subject of this report. The NBN scope includes the relocation of the impacted fibre cables and associated network equipment:

- Installing new fibre cabling through the revised conduit route;
- Proving, hauling, splicing and testing the replacement fibre cables;
- Installing telecommunications conduit, as required;
- Recovering, removing and disposing of the replaced sections of fibre and network equipment; and
- All labour and materials required as part of the Work.

The broader road construction project works are expected to commence in late September / early October 2020 and take approximately 40 weeks to complete including an allowance for wet weather.

The NBN works will be completed under the supervision of the principal project contractor.

ITEM 3.4 MURRUMBA DOWNS - BRAYS ROAD / MCCLINTOCK DRIVE - INTERSECTIONS AND ROAD UPGRADE - RELOCATION OF NBN NETWORK - A20466479 (Cont.)



Figure 1: Project Locality Plan

2. Explanation of Item

The NBN telecommunications network is required to be relocated along Brays Road as part of the 'Murrumba Downs, Brays Road / McClintock Drive - Intersections and Road Upgrade' project.

As NBN is the asset owner, only NBN is permitted to design and undertake the relocation of its network. This relocation work is necessary to facilitate the Brays Road upgrade project.

NBN has now provided its estimate for the works based upon Council's design plans; Council will be required to fund the cost of the works. The estimated cost of the NBN relocation is \$378,374.58 (excluding GST). Council is required to sign the NBN Agreement to engage NBN to complete these relocation works.

ITEM 3.4 MURRUMBA DOWNS - BRAYS ROAD / MCCLINTOCK DRIVE - INTERSECTIONS AND ROAD UPGRADE - RELOCATION OF NBN NETWORK - A20466479 (Cont.)

3. Strategic Implications

3.1 Legislative / Legal Implications

Under the Local Government Regulation 2012, Council cannot enter into a large sized contractual arrangement without first inviting written tenders for the contract, unless an exception is applicable. Under section 235(a) of the Local Government Regulation, Council can enter into a large sized contractual arrangement without first inviting tenders if it resolves that it is satisfied there is only one supplier who is reasonably available. NBN is the asset owner and only NBN is permitted to design and undertake the relocation of its network.

Council's legal section has reviewed the NBN agreement and is satisfied with the arrangement.

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

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

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

3.4 Risk Management Implications

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

Construction Risks:

- a. Traffic Management - NBN will undertake its network relocations during the broader road project in conjunction with the Telstra relocations and under the principal project contractor's traffic management plan.
- b. Delays in NBN mobilisation - the principal project contractor has submitted a flexible construction program which allows for the work to be scheduled.

3.5 Delegated Authority Implications Nil identified

3.6 Financial Implications

Council has allocated \$8,000,000 in the 20-21 FY. All financial information below is excluding GST.

Tender Price (Road Construction awarded 19 August 20)	\$ 5,620,191.00
Contingency (15%)	\$ 843,028.65
QLeave (0.475%)	\$ 26,695.91
Unitywater Relocations (prelim estimate)	\$ 90,000.00
Telstra Relocations	\$ 99,031.56
NBN Relocations (this contract)	\$ 378,374.58
Offset planting project (separate contract)	\$ 100,000.00

Total Project Cost	\$ 7,157,321.70
	=====

There are no ongoing operational/maintenance costs associated with these works. The asset is operated and maintained by NBN Co.

The budget amount for this component of the project is sufficient.

ITEM 3.4 MURRUMBA DOWNS - BRAYS ROAD / MCCLINTOCK DRIVE - INTERSECTIONS AND ROAD UPGRADE - RELOCATION OF NBN NETWORK - A20466479 (Cont.)

3.7 Economic Benefit Implications

The relocation of the NBN network will allow completion of the road and intersections upgrade project. The upgrade project will improve safety for all users, reduce traffic congestion by providing additional capacity and future-proof transport demands. The project will extend the life of the road pavement and reduce recurrent maintenance costs.

3.8 Environmental Implications

An Environmental Management Plan is being submitted by the road works contractor detailing how the surrounding area will be protected during construction, and how sediment run-off will be managed.

3.9 Social Implications

The upgrade of the intersection will introduce a safer and more efficient intersection with dedicated pedestrian facilities, providing particular benefit to the local school and adjacent community. Social and community benefits will also be derived in reducing the likelihood of crash occurrences and severity of injury.

3.10 Human Rights Implications

Nil identified

3.11 Consultation / Communication

A detailed communication management plan has been prepared for the broader road works project. Communication strategies include project notices issued four weeks prior to the commencement of works, project signs displayed on site four weeks prior to construction, variable message boards (VMS Boards) deployed on site two weeks prior to construction and continuing for the duration of the project. Construction updates for affected residents to be provided two days in advance of relevant works commencing. Weekly e-mail updates to the Divisional Councillor, and twice weekly project updates on the Council website. The Divisional Councillor has been consulted and is supportive of the overall project as noted in the council report to award the road works construction tender dated 19 August 2020.

4 PLANNING SESSION

(Cr D Grimwade)

No items for consideration.

5 COMMUNITY & ENVIRONMENTAL SERVICES SESSION

(Cr M Gillam)

Declarations of interest statement

Portfolio Councillor to inform Council of any personal interests for items in this session, then ask other Councillors if they have any personal interests that will be declared for respective items in the session.

ITEM 5.1

TENURE ARRANGEMENTS - 1-11 TOOVEY STREET CABOOLTURE

Meeting / Session: 5 PARKS, RECREATION & SPORT
Reference: A19523253 : 2 January 2020 - **Refer Supporting Information A19523254**
Responsible Officer: CM, Supervisor Community Leasing (CES Community Services, Sport & Recreation)

Executive Summary

A review of the tenure arrangements over the site at 1-11 Toovey Street, Caboolture (Division 3) (*refer Supporting Information #1*) has recently been completed in consultation with the existing tenants, being:

- Queensland Police-Citizens Youth Welfare Association (QPCYC);
- Better Together Assoc Inc;
- Reclink Australia Inc;
- Friends of Lagoon Creek Group Inc.; and
- Lions Club of Morayfield & District Inc.

As a result of this review process, an alternate tenure model for the site is proposed. This model includes the provision of leases direct to all existing tenants, rather than to just one head lease to a tenant who subsequently manages the tenure arrangements of other site users.

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 and buildings referred to in this report.
2. That, subject to recommendation 7, Queensland Police-Citizens Youth Welfare Association be granted a lease over an area at 1-11 Toovey Street, Caboolture (*refer Supporting Information #1*) for a period of five years.
3. That, subject to recommendation 7, Reclink Australia Inc. be granted a lease over an area at 1-11 Toovey Street, Caboolture (*refer Supporting Information #1*) for a period of five years.
4. That, subject to recommendation 7, Better Together Assoc Inc. be granted a lease over an area at 1-11 Toovey Street, Caboolture (*refer Supporting Information #1*) for a period of five years.
5. That, subject to recommendation 7, Friends of Lagoon Creek Group Inc. be granted a lease over an area at 1-11 Toovey Street, Caboolture (*refer Supporting Information #1*) for a period of five years.
6. That, subject to recommendation 7, Lions Club of Morayfield & District Inc. be granted a lease over an area at 1-11 Toovey Street, Caboolture (*refer Supporting Information #1*) for a period of five years.
7. That the terms and conditions of the leases referred to in recommendations 2 - 6 above be in accordance with Council's Community Leasing Policy, with annual rental commencing at \$1.00 per annum.
8. That the Chief Executive Officer be authorised to take all action necessary including but not limited to, negotiating, making, amending, signing and discharging the leases and any required variations of the leases on the Council's behalf, as described in this report.

ITEM 5.1 TENURE ARRANGEMENTS - 1-11 TOOVEY STREET CABOOLTURE - A19523253 (Cont.)

REPORT DETAIL

1. Background

Since 1 April 1992, Queensland Police-Citizens Youth Welfare Association (QPCYC) has held a lease with Council over the entire property at 1-11 Toovey Street, Caboolture (*refer Supporting Information #1*) for the purpose of operating a Police Citizens Youth Club (PCYC). The most recent lease expired on 30 April 2020, with the organisation continuing to occupy the site on holding over terms.

In addition to the operations of the Caboolture PCYC facility and related services, QPCYC also act as the head lessee for a number of other community organisations who operate from the site. These groups are:

- o Realink Australia Inc.;
- o Better Together Assoc Inc.;
- o Friends of Lagoon Creek Group Inc.; and
- o Lions Club of Morayfield & District Inc.

Realink Australia Inc

Realink Australia Inc. (Realink) currently occupy a large area of the building directly to the west of the Caboolture PCYC facility. This building has historically been referred to as the Kabtec building. This area consists of an office, kitchen and workshop and is utilised for the purpose of operating a Skilling Queenslanders for Work traineeship program and a 'Rebuilding Lives through Sport and Arts' program.

Realink currently hold a sub-lease directly with QPCYC for their use of the building and pay \$27,600 (ex GST) per annum to QPCYC in sub-lease fees. However, the group have expressed a desire to hold direct tenure with Council under Council's Community Leasing Policy over their area of occupation, with the view to reducing their operating costs.

Better Together Assoc Inc.

Better Together Assoc Inc (Better Together) operate in conjunction with the Caboolture Community Work Cooperative (CCWC) to provide employment opportunities and advocacy work for people with a disability. Since 2012, the group have occupied an area of the site (*refer Supporting Information #1*) for the purpose of operating the Lagoon Creek Café and Function Centre, which includes an outdoor area, amenities and a section of the Kabtec building for storage.

Better Together currently have no formal tenure over their areas of occupation, however are responsible for:

- Covering the cost of their electricity usage at the site; and
- Maintaining the amenities which are shared by the neighbouring Realink Australia Inc. tenancy.

Better Together have expressed a desire to hold formal tenure over their areas of occupation to enable the organisation to apply for grants to support their operations and further facility improvements at the Lagoon Creek Café and Function Centre.

Friends of Lagoon Creek Group Inc.

Formed in 1989 by a group of residents, the Friends of Lagoon Creek Group Inc. (Friends of Lagoon Creek) are a Landcare group which occupy an area including sheds and a garden space for the purpose of operating a community nursery at the southern end of the site (*refer Supporting Information #1*).

Friends of Lagoon Creek currently have no formal tenure arrangements in place with QPCYC, however provide in-kind support with grounds maintenance. In consultation with the group regarding the proposed new tenure model at the site, the group have expressed their desire to hold formal tenure with Council over their area of occupation.

Lions Club of Morayfield & District Inc.

Lions Club of Morayfield & District Inc. (Lions Club) currently occupy a small shed adjoining the south western end of the PCYC building as well as a storage cupboard within the Kabtec building (*refer Supporting Information #1*) for the purpose of operating a 'Recycle for Sight' program.

ITEM 5.1 TENURE ARRANGEMENTS - 1-11 TOOVEY STREET CABOOLTURE - A19523253 (Cont.)

The group does not currently hold any tenure over their areas of occupation, however have expressed their desire to formalise their tenure at this site under Council's Community Leasing Policy.

2. Explanation of Item

A review of the existing tenure arrangements at 1-11 Toovey Street Caboolture has identified an opportunity to implement a revised tenure model for the site that administers a consistent level of support to all existing site users. This model would see the existing lease to QPCYC reduced to incorporate only their areas of occupation at the site (i.e. Caboolture PCYC building and two small storage sheds), and the provision of new tenure agreements to other site users as detailed in Table 1 below and Supporting Information #1.

Table 1. Proposed new tenure arrangements 1 - 11 Toovey Street, Caboolture

Organisation	Tenure arrangements	Tenure area description
Reclink Australia Inc.	Lease (exclusive use)	Office and workshop area within the Kabtec building.
	Licence (shared use)*	Amenities and kitchen.
Better Together Association Inc.	Lease (exclusive use)	Lagoon Creek Café and Function Centre, outdoor areas and storage areas within the Kabtec building.
	Licence (shared use)*	Amenities and kitchen.
Friends of Lagoon Creek Inc.	Lease (exclusive use)	Community nursery and sheds.
Lions Club of Morayfield & District Inc.	Lease (exclusive use)	Small shed and storage cupboard.

* Council approval is not required for the establishment of the abovementioned shared use licences.

All user groups have been consulted in relation to the proposed new tenure arrangements at this location and have advised officers of their support. QPCYC have acknowledged the associated loss of rental income. Accordingly, this report recommends that Council approves the provision of leases to the abovementioned organisations, under the terms and conditions of Council's Community Leasing Policy, over the areas identified in Supporting Information #1 for a period of five (5) years.

3. Strategic Implications

3.1 Legislative / Legal Implications

The Council must comply with the *Local Government Act 2009* and the *Local Government Regulation 2012* when it disposes of valuable non-current assets. In accordance with section 224(6) of the Regulation, the disposal of a valuable non-current asset includes the disposal of all or any part of an interest in the asset (for example the grant of a lease over land or a building).

Section 236(2) of the Regulation provides that the exception in section 236(1)(b)(ii) of the Regulation applies only if the Council has decided by resolution that it may apply. By resolving that the exception applies, Council can dispose of the land and buildings (via a lease to a community organisation) other than by tender or auction. Each of the organisations identified in this report are community organisations for the purposes of the Regulation.

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

The terms and conditions of the proposed lease agreements 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 8 of this report, it is proposed that the Chief Executive Officer be authorised to take all action necessary to execute the new leases.

ITEM 5.1 TENURE ARRANGEMENTS - 1-11 TOOVEY STREET CABOOLTURE - A19523253 (Cont.)

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 each organisation will provide the organisations with facilities to support their operations.

3.10 Human Rights Implications

Under the *Human Rights Act 2019 (Qld)*, Council must not make a decision which is incompatible with human rights. Council must also give proper consideration to any human rights relevant to its decision. Officers consider that there are no human rights implications relevant to this report.

3.11 Consultation / Communication

Councillor Hain (Division 3);
Relevant Council Departments;
Queensland Police-Citizens Youth Welfare Association;
Reclink Australia Inc;
Better Together Assoc Inc;
Friends of Lagoon Creek Group Inc.; and
Lions Club of Morayfield & District Inc.

SUPPORTING INFORMATION

Ref: [A19523254](#)

The following list of supporting information is provided for:

ITEM 5.1

TENURE ARRANGEMENTS - 1-11 TOOVEY STREET CABOOLTURE

#1 1-11 Toovey Street Caboolture - Identification of buildings and proposed areas of tenure

ITEM 5.2
AUSSIE ARVO EVENT - LAWNTON AQUATIC CENTRE

Meeting / Session: 5 COMMUNITY & ENVIRONMENTAL SERVICES
Reference: A20591315 : 22 September 2020
Responsible Officer: NS, Senior Grants and Partnerships Officer (CES Community Services, Sport & Recreation)

Executive Summary

Council has historically provided financial support in the amount of \$22,000 to the Lawnton Swim Club Inc to conduct the Australia Day 'Aussie Arvo' event at the Lawnton Aquatic Centre. This support has previously been provided via the Division 8, Division 9 and Mayoral Discretionary Funds.

A recent legislative change to Councillor discretionary funds, effective 1 July 2020, has impacted the capacity for the event to be provided with continued financial support via Discretionary Funds.

This report seeks Council's endorsement of the recommendation regarding 2020/21 financial support for this event.

OFFICER'S RECOMMENDATION

That a Community Operational Support Grant be approved in the amount of \$22,000 to support the Lawnton Swim Club Inc 'Aussie Arvo' event, with funding being sourced equally from the Division 8 and Division 9 annual Local Community Support Grant budget.

ITEM 5.2 AUSSIE ARVO EVENT - LAWNTON AQUATIC CENTRE - A20591315 (Cont.)

REPORT DETAIL

1. Background

A recent legislative change to Councillor discretionary funds, effective 1 July 2020, has impacted the ability for the Australia Day 'Aussie Arvo' event at the Lawnton Aquatic Centre to be provided with continued financial support via Discretionary Funds.

A Council briefing was conducted on 16 September 2020 for the purpose of providing advice to Council on the matter and presenting options available to Council under its revised Community Grants Policy and framework, should Council wish to continue financial support for this event. It was noted that a council report would be submitted on the matter to a General Meeting for consideration.

2. Explanation of Item

Since 2017, the 'Aussie Arvo' event has been hosted by the Lawnton Swim Club Inc at the Lawnton Aquatic Centre on Australia Day. Attracting between 3000 and 4000 patrons annually, the event provides opportunities for residents to celebrate Australia's national day and connect socially through various activities, including games, a movie, barbecue and children's rides.

In 2019/20, the Lawnton Swim Club Inc received a total of \$22,000 in financial support from Council via its Discretionary Funds for the 'Aussie Arvo' event. These funds, which provided support toward the January 2020 event, were expended on event related costs including pool hire, entertainment, lifeguards, and catering. The Lawnton Swim Club wishes to continue the 'Aussie Arvo' tradition and seeks Council's financial support to do this.

3. Strategic Implications

3.1 Legislative / Legal Implications Nil identified

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications Nil identified

3.4 Risk Management Implications

Council will enter into a funding agreement with Lawnton Swim Club Inc to ensure the project is delivered in accordance with Council's standard Terms and Conditions of funding.

3.5 Delegated Authority Implications Nil identified

3.6 Financial Implications

\$11,000 will be utilised from both Division 8 and 9's annual Local Community Support Grant budget to support this recommendation.

3.7 Economic Benefit Implications Nil identified

3.8 Environmental Implications Nil identified

3.9 Social Implications

The initiative provides the community with an affordable and family friendly event.

3.10 Human Rights Implications

Under the *Human Rights Act 2019 (Qld)*, Council must not make a decision which is incompatible with human rights. Council must also give proper consideration to any human rights relevant to its decision. Officers consider that there are no human rights implications relevant to Council's decision.

ITEM 5.2 AUSSIE ARVO EVENT - LAWNTON AQUATIC CENTRE - A20591315 (Cont.)

3.11 Consultation / Communication

- Council Briefing - 16 September 2020
- Lawnton Swim Club Inc

ITEM 5.3

LEASE RENEWAL - THE LIONS CLUB OF BRIBIE ISLAND INC.

Meeting / Session: 5 COMMUNITY & ENVIRONMENTAL SERVICES
Reference: A20223546 : 1 July 2020 - **Refer Supporting Information A20223545**
Responsible Officer: CM, Supervisor Community Leasing (CES Community Services, Sport & Recreation)

Executive Summary

This report seeks Council approval for the renewal of a lease to The Lions Club of Bribie Island Inc. at Bribie Island Recreation Grounds, 156 First Avenue, Bongaree (Division 1). The proposed renewal includes a lease area amendment to incorporate the location of the adjacent brick building (refer Supporting Information #1).

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 recommendation 3, The Lions Club of Bribie Island Inc. be granted a lease over an area at 156 First Avenue, Bongaree (refer Supporting Information #1) for a period of five years.
3. That the terms and conditions of this lease be in accordance with Council's Community Leasing Policy, with annual rental commencing at \$1.00 per annum.
4. That the Chief Executive Officer be authorised to take all action necessary including, but not limited to, negotiating, making, amending, signing and discharging the lease and any required variations of the lease on the Council's behalf, as described in this report.

ITEM 5.3 LEASE RENEWAL - THE LIONS CLUB OF BRIBIE ISLAND INC. - A20223546 (Cont.)

REPORT DETAIL

1. Background

Since 2009, The Lions Club of Bribie Island Inc. (the Organisation) has held a lease with Council over an area including a storage shed at Bribie Island Recreation Grounds, 156 First Avenue, Bongaree (refer Supporting Information #1) for the purpose of storing the organisation's equipment. This lease expired 30 September 2020, with the Organisation continuing to occupy the site on holding over terms.

Additionally, the Organisation has occupied a brick building directly adjacent to the shed for the purpose of additional storage (refer Supporting Information #1), however, this area of occupation was never formalised under a lease agreement.

In accordance with Council's Community Lease Renewals Policy Directive (2160-024), where the proposed renewal of a lease includes a lease area increase greater than either 20% of the original lease area or 250m², consideration by Council at a General Meeting is required.

2. Explanation of Item

The Lions Club of Bribie Island Inc. has made application to Council seeking renewal of its lease at Bribie Island Recreation Grounds, 156 First Avenue, Bongaree under Council's Community Leasing Policy (2150-079). Following discussions with the Organisation regarding their requested lease renewal, the Organisation has confirmed its desire to be granted a lease over a revised area inclusive of the storage shed and brick building. The inclusion of the brick building will see the organisation's lease area increase by 50m² or 51%.

Accordingly, this report recommends that Council approves the granting of a new lease to The Lions Club of Bribie Island Inc. over the areas identified in Supporting Information #1 under the terms and conditions of Council's Community Leasing Policy (2150-079). Further, it is recommended that this lease be for a period of five years.

3. Strategic Implications

3.1 Legislative / Legal Implications

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

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

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

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

3.4 Risk Management Implications

Nil identified

3.5 Delegated Authority Implications

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

3.6 Financial Implications

Nil identified

Moreton Bay Regional Council

ITEM 5.3 LEASE RENEWAL - THE LIONS CLUB OF BRIBIE ISLAND INC. - A20223546 (Cont.)

3.7 Economic Benefit Implications Nil identified

3.8 Environmental Implications Nil identified

3.9 Social Implications

The issuing of a lease to The Lions Club of Bribie Island Inc. will provide the club with facilities to support its operations.

3.10 Human Rights Implications

Under the *Human Rights Act 2019 (Qld)*, Council must not make a decision which is incompatible with human rights. Council must also give proper consideration to any human rights relevant to its decision. Officers consider that there are no human rights implications relevant to Council's decision.

3.11 Consultation / Communication

Cr Savage - Division 1

Relevant Council Departments

The Lions Club of Bribie Island Inc.

SUPPORTING INFORMATION

Ref: [A20223545](#)

The following list of supporting information is provided for:

ITEM 5.3

LEASE RENEWAL - THE LIONS CLUB OF BRIBIE ISLAND INC.

#1 The Lions Club of Bribie Island Inc. - Current and proposed additional lease area

6 FINANCE & CORPORATE SERVICES SESSION

(Cr M Constance)

Declarations of interest statement

Portfolio Councillor to inform Council of any personal interests for items in this session, then ask other Councillors if they have any personal interests that will be declared for respective items in the session.

ITEM 6.1

MONTHLY REPORTING PACKAGE - 31 AUGUST 2020

Meeting / Session: 6 FINANCE & CORPORATE SERVICES
Reference: A20521540: 11 September 2020 - **Refer Supporting Information A20518825**
Responsible Officer: DC, Accounting Services Manager (FCS Accounting Services)

Executive Summary

The purpose of this report is to present the Financial Reporting Package for the year to date period ending 31 August 2020.

OFFICER'S RECOMMENDATION

That the Financial Reporting Package for the year to date period ending 31 August 2020 be received.

ITEM 6.1 MONTHLY REPORTING PACKAGE - 31 AUGUST 2020 - A20223546 (Cont.)

REPORT DETAIL

1. Background

The Financial Reporting Package for the month ending 31 August 2020 is contained within the supporting information to this report.

This package contains a number of financial documents to provide a breakdown of key financial data and includes:

- o Statement of Revenues and Expenses
- o Capital Expenditure by Portfolio Program.
- o Balance Sheet and Cash Flows
- o Treasury Report

2. Explanation of Item

The second month of the 2020/21 financial year is complete and the performance and position of Council is outlined below in the context of the attached report.

Council amended its 2020/21 Budget during the month of August and the budget amounts in the attached report reflect the amendments adopted.

Operating Result (page 1)

As at 31 August 2020 operating revenue was \$111.4 million compared to operating expenses of \$66.5 million thus representing an operating surplus of \$44.9 million, which is largely in line with expectations.

Operating Revenues (page 1)

The first quarter rates and utility charges were levied in July and represent the bulk of the revenue recognised thus far being \$82.1 million. This equates to approximately 25% of the budgeted rate and utility charge revenue for the year.

Fees and charges revenue along with interest revenue are tracking in line with budget expectations.

Operational grants and subsidies are tracking below budget, largely due to a timing difference. The financial assistance grant represents 75% of all the operational grants Council receives and it is paid quarterly. The first payment was received during the month with subsequent payments to be received every three months thereafter. It is expected that half of the 2021/22 grant will be paid in advance in late June 2021.

Other revenues are also tracking behind budget at this stage with a few timing differences impacting on budget performance. Tax Payments from Unitywater resumed in August.

The Unitywater participation revenue is a conservative budget estimate and is a non-cash revenue stream. Revenue is accrued in line with the budget each month and adjusted at year end in accordance with Unitywater's end of financial year result.

Operational Expenses (page 1)

Employee benefits are tracking below budget however it is expected that this is a largely a timing difference and will change as more positions are filled.

Material and Services are also trending below budget but, again, this is expected to be a timing difference with spend expected to increase over coming months.

Depreciation expenses and finance costs are tracking to budget. Depreciation expense is an estimate at this stage as the asset register is currently closed off for year-end processing and reconciliation as part of the 2019/20 Audit. Depreciation processing will recommence in September.

ITEM 6.1 MONTHLY REPORTING PACKAGE - 31 AUGUST 2020 - A20223546 (Cont.)

Capital Revenue (page 1)

Infrastructure cash contributions from developers is tracking well above budget after the first two months. Even though a conservative budget was estimated, the level of contributions received is above expectations and, if it continues, it will likely exceed the annual budget.

Infrastructure asset contributions and the subsequent asset register recognition will resume in September once the 2019/20 Audit is complete.

Capital grants and subsidies are well above budget largely due to a timing difference. Grants payments are usually received once work has been completed however in some instances Council receives grant monies up front, which is what occurred in July when Council received 50% of the Working for Queensland COVID-19 stimulus funds from the State Government in the amount of \$3.96 million. A further \$1.75 million was received in August from the State Government's Unite and Recover Community Stimulus Fund.

Operating Revenue and Operating Expenditure Graphs (page 2)

The purpose of these graphs is to track actual revenue and actual expenses to a linear monthly budget.

Given the majority of Council's operating revenue cycle is rate related (quarterly in advance), revenue will track to the right-hand side of the budgeted revenue line and slowly edge closer to the line as the quarters draw to a close. This is reflected in the movement of the orange revenue line from July to August as it moves closer to the linear trend.

Conversely, operating expenses will generally track to the left of the budget line and trend that way, gradually drawing closer to the line as the end of the financial year approaches. The orange trend line is progressing as expected.

Capital Expenditure (page 3 and 4)

The capital expenditure by portfolio program table breaks down the capital spend into categories as defined in Council's project register system.

Capital expenditure has risen to \$24.5 million after the first two months of 2020/21 and represents 10.1% of the total program. In addition, there is a further \$107.1 million in committed costs bringing the total committed monies to the capital program in the amount of \$131.6 million of the current \$242 million program (54% of the program committed).

The associated capital expenditure progress graph tracks the percentage spend by portfolio program compared to the budget for that portfolio program. The orange line at 16.67% represents a linear position to measure the green capital expenditure column. As a percentage of the program spent the categories of Buildings, Coastal infrastructure, Petrie Mill and Strategic Land are trending higher.

Balance Sheet and Cash Flow (page 5)

The Balance sheets list Council assets and liabilities and net community equity.

The Cash flow statement indicates a closing cash balance in the amount of \$403 million for August, buoyed by the first quarter's rates payments which were due in early August.

Treasury Report (page 6 and 7)

The Treasury Report outlines Council performance with respect to cash investments and borrowings.

Interest earned on investments was approximately \$625k for the first two months and achieved 14.21% of the amended budget (\$4.4m). Interest rates on offer are quite low in the current market with deposit terms of less than 2 years offering interest rates return of less than 1% per annum. It will be challenging to achieve the budget target given the current market conditions. The weighted average return on all investments is now sitting at 1.04%.

ITEM 6.1 MONTHLY REPORTING PACKAGE - 31 AUGUST 2020 - A20223546 (Cont.)

The Investment graphs give an indication of the percentage of investments held with each financial institution and the maturity profile of Council's investments. Council currently has \$273 million of cash at call with the remaining \$130 million maturing over next 6 to 12 months.

The QTC Growth Fund continues to recover from the lows it experienced in April/May 2020 and has climbed to a balance of \$106 million as at the end of August.

Council's debt position has not changed since the close of the 2019/20 financial year. Council is expected to repay debt in the amount of \$37 million for the year and budgeted to borrow \$40 million to fund capital works. Borrowings are expected to be drawn down in May/June 2021.

Coronavirus Pandemic Impacts

Council included a number of support measures in its 2020/21 Budget and also took a conservative approach to some revenue streams (fees and charges, infrastructure cash contributions) in anticipation of a further deterioration in the economy over 2020/21. These measures and impacts will be monitored over the coming months to assess if the Council's budget requires amending to reflect the changing circumstances.

3. Strategic Implications

3.1 Legislative / Legal Implications

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

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

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

Compliance to the Council's Investment Policy is confirmed.

3.4 Risk Management Implications

The Council is subject to numerous risks associated with revenue and expenses that can impact upon Council's financial performance and position. The ongoing COVID-19 pandemic will continue to present new risks requiring Council to closely monitor its performance and position compared to budget and continually refine its long term financial modelling projections to inform decision making.

3.5 Delegated Authority Implications Nil identified

3.6 Financial Implications

As at the end of August 2020, Council's operating surplus is \$44.9 million and the capital expenditure incurred amounted to \$24.5 million, which is largely in line with expectations.

3.7 Economic Benefit Implications Nil identified

3.8 Environmental Implications Nil identified

Moreton Bay Regional Council

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ITEM 6.1 MONTHLY REPORTING PACKAGE - 31 AUGUST 2020 - A20223546 (Cont.)

- 3.9 Social Implications Nil identified
- 3.10 Human Rights Implications Nil identified
- 3.11 Consultation / Communication
Director Finance and Corporate Services and Accounting Services Manager.

SUPPORTING INFORMATION

Ref: [A20518825](#)

The following list of supporting information is provided for:

ITEM 6.1

MONTHLY REPORTING PACKAGE - 31 AUGUST 2020

#1 Monthly Financial Reporting Package - 31 August 2020

11. NOTIFIED GENERAL BUSINESS ITEMS OR RESPONSE TO QUESTIONS TAKEN ON NOTICE

Consideration of notified general business items 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.

RESOLUTION to move into closed session to discuss confidential matters.

Motions, other than procedural motions, cannot be moved in closed session.

RESOLUTION to reconvene in open session to decide those matters discussed whilst in closed session.

12a. CONFIDENTIAL OFFICERS' REPORTS TO COUNCIL

**ITEM C.1 – CONFIDENTIAL
SERVICES REVIEW**

Meeting / Session: **5 COMMUNITY & ENVIRONMENTAL SERVICES**

Reference: A20597277 : 18 September 2020

Responsible Officer: BH, Director Community and Environmental Services (CES)

Basis of Confidentiality

Pursuant to s275 (1) of the Local Government Regulation 2012, paragraph (b), as the matter involves industrial matters affecting employees.

Executive Summary

This report seeks Council's direction regarding the findings of a recent services review undertaken by Council officers.

12b. CONFIDENTIAL GENERAL BUSINESS

No items for consideration.



MINUTES

GENERAL MEETING

Wednesday 16 September 2020
commencing at 9.34am

Caboolture Chambers
2 Hasking Street, Caboolture

Pursuant to section 277E of the Local Government Regulation 2012 it is considered practicable for the public to attend the meeting because of health and safety reasons associated with the public health emergency involving COVID-19

Accordingly, this meeting was physically closed to the public.

However, was live-streamed via a link on Council's website

Membership = 13
Mayor and all Councillors

UNCONFIRMED

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1. ACKNOWLEDGEMENT OF COUNTRY

Cr Denise Sims (Deputy Mayor) provided the Acknowledgement of Country.

2. OPENING PRAYER / REFLECTION

Cr Denise Sims (Deputy Mayor) provided the opening prayer / reflection for the meeting.

3. ATTENDANCE & APOLOGIES

Attendance:

Cr Peter Flannery (Mayor) (Chairperson)
Cr Brooke Savige
Cr Mark Booth
Cr Adam Hain
Cr Jodie Shipway
Cr Sandra Ruck
Cr Karl Winchester
Cr Denise Sims (Deputy Mayor)
Cr Mick Gillam
Cr Cath Tonks
Cr Matt Constance
Cr Darren Grimwade
Cr Tony Latter

Acting Chief Executive Officer/

Director Engineering, Construction & Maintenance

Director Community & Environmental Services

Director Finance & Corporate Services

Director Infrastructure Planning

Director Planning

Chief Economic Development Officer

(Mr Tony Martini)

(Mr Bill Halpin)

(Ms Donna Gregory)

(Mr Andrew Ryan)

(Mr David Corkill)

(Mr Paul Martins)

Manager Governance & Executive Services

(Mr Darren Dallinger)

Meeting Support Officer

(Larissa Kerrisk)

Apologies:

Nil

4. MEMORIALS OR CONDOLENCES

Cr Mark Booth made special mention of the late **Mr Paul Rooney** who passed away on 31 August 2020. Mr Rooney was an active member of the Burpengary Progress Association (now the Burpengary Community Association) from 1992, bringing 28 years of involvement in the local community. For over 10 years Mr Rooney had been actively involved in supporting the redevelopment of the "Burpengary Overpass" (Bruce Highway Deception Bay Road Interchange) and was pleased to see the works commencing in the few weeks before his passing. Cr Booth conveyed his condolences to Mr Rooney's family.

The Mayor added that he had known Mr Rooney for 16 years noting that he was very passionate about the local area, including the youth, raising funds each year as part of the 40 Hour Famine and supporting youth programs via the local church in Deception Bay. The Mayor reiterated Cr Booth's comments regarding Mr Rooney's passion for the "Burpengary Overpass", commenting it was unfortunate he would not be present for the opening. Mr Rooney will be sadly missed.

4. Memorials or condolences cont'd

Cr Cath Tonks made special mention of the late **Mr Allan Woodford**, Chairman of the South Pine Sports Association and Warner resident, who passed away on 5 September 2020. Mr Woodford had played basketball for the Brisbane Bullets from 1981 to 1983 and had spent time on the board of Basketball Queensland. Council was fortunate to have Mr Woodford join the South Pine Sports Association in 2011 as a volunteer Director of Operations before taking on the role of Chairman which he held until his recent passing. Mr Woodford was very passionate about the South Pine Sports Complex including the member clubs, and was instrumental in the design of the soon to be completed extended indoor centre. Cr Tonks passed on her condolences to Mr Woodford's family and friends.

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

General Meeting - 2 September 2020 (Pages 20/1609 - 20/1689)

RESOLUTION

Moved by Cr Jodie Shipway

Seconded by Cr Mark Booth

CARRIED 13/0

That the minutes of the General Meeting held 2 September 2020, be confirmed.

6. **PRESENTATION OF PETITIONS**

(Addressed to the Council and tabled by Councillors)

6.1. **Petition - Len Adelman: Beachmere Lake Trees (A20510626)**

Cr Mark Booth tabled a petition containing 16 signatures, received from Len Adelman, reading as follows:

"The section of Apollo Crescent number 1 to number 4 and along to the beginning of Solo Court has several well established trees - most of which have root systems well inside the reserve from edge of the lake - and that whole section of the existing wall is totally intact and indeed these trees help bind that section of the existing wall in place. The prime reason for our following suggestion is in order to maintain a huge existing habitat and variety of bird life - which enhances the outlook greatly for those homes surrounding Beachmere lake.

It is therefore suggested that for that part of the new sea wall, the existing wall section need not be removed and the new wall section be placed just 1 metre inside the lake edge from the present wall - thereby preserving those trees and providing continuity of the vast and varied bird life for the future.

The following lakeside residents are those affected within that section of the proposed new all - and are each affected similarly regarding the potential loss of the bird life.'

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

7. **CORRESPONDENCE**

There was no correspondence for tabling.

8. DEPUTATIONS / COMMUNITY COMMENT

Cr Peter Flannery (Mayor) opened the Deputations / Community Comment session, making the required statement regarding the conduct of the Session.

8.1. Deputations / Community Comment: Steven Dobson - Youngs Crossing Upgrade (A20546527)

Steven Dobson was invited to address Council in respect of Youngs Crossing, noting the following points:

- Concerned residents became aware of Council's reconsideration of a Petrie bypass after the consultation period had commenced. 'Have your say' trailers had been parked on Youngs Crossing and Beeville Roads but not parked along Andrew Petrie Drive or other residential streets in Petrie on Pine. Residents assessed that intentionally their view was not being sought.
- Purported that the information presented to Council by officers was inadequate and failed to provide any meaningful information relating to Option 2 and that it had been historically continuously rejected by Council.
- Residents agree that Option 1 is the only appropriate option as it follows the existing route, has the least change impact, is the cheapest, least disruptive, is supported by Federal and State government officials and Moreton Bay Koala rescue.
- Option 2 is not a viable option now after much residential development over many years. Historically Council have supported ongoing residential and community development and rejected Option 2.
- Option 2 would impact more than just Andrew Petrie Drive. For example houses on Hunter Circuit have no mention in purchase contracts for any future development beyond Andrew Petrie Drive.
- There is no evidence to support council officer claims that Option 2 will provide 20-30 seconds time saving and no mention of the impact of the two sets of traffic light slowing down traffic. There is no mention of the impact of 3,000 Petrie on Pine vehicles moving through these lights and the traffic impact.
- The \$7.5m Federal funding secured by the Hon Peter Dutton, is highly unlikely to be granted for Option 2 as it was granted for Option 1.
- Option 2 is unsupported by Federal and State members and 3000 residents.

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 appointed Portfolio Councillor will facilitate the conduct of the respective session under the control of the Mayor as the Presiding Officer.

Session	Portfolio Councillor	Deputy Portfolio Councillor
1 Governance & Engagement	Cr P Flannery (Mayor)	Cr D Sims (Deputy Mayor)
2 Infrastructure Planning	Cr A Hain	C T Latter
3 Engineering, Construction & Maintenance	Cr B Savige	Cr C Tonks
4 Planning	Cr D Grimwade	Cr K Winchester / Cr M Booth
5 Community & Environmental Services	Cr M Gillam	Cr S Ruck
6 Finance & Corporate Services	Cr M Constance	Cr J Shipway

ATTENDANCE

Mr Darren Dallinger attended the meeting at 9.53am for discussion on Item 1.1

1 GOVERNANCE & ENGAGEMENT SESSION

(Cr D Sims, Deputy Mayor)

**ITEM 1.1 - WITHDRAWN
ADOPTION OF COUNCIL POLICY - DEPUTATIONS/COMMUNITY COMMENT
SESSION 2150-062**

Meeting / Session: 1 GOVERNANCE & ENGAGEMENT
Reference: A20418638 : 19 August 2020 - **Refer Supporting Information A20377409**
Responsible Officer: KC, Team Leader Executive Support (FCS Governance & Executive Services)

Executive Summary

In accordance with Council's adopted Policy Framework, Policies are regularly reviewed for applicability, effectiveness, and consistency with relevant legislation, Council resolutions, and other Council documents. Reviews of policies occur as required, or at least once every four years.

The purpose of this report is to seek Council's consideration of the Deputations / Community Comment Session Policy 2150-062.

MOTION

Moved by Cr Mick Gillam

Seconded by Cr Denise Sims (Deputy Mayor)

That the Deputations / Community Comment Session Policy 2150-062 be adopted, as appearing in the supporting information to this report.

ITEM WITHDRAWN

During debate, the Mayor requested that the matter be withdrawn at this time.

ATTENDANCE

Mr Darren Dallinger left the meeting at 9.58am following Item 1.1.

ITEM 1.2
AGREEMENT - REGIONAL ECONOMIC DEVELOPMENT STRATEGY

Meeting / Session: 1 GOVERNANCE & ENGAGEMENT
Reference: A20471236 : 9 September 2020 - Refer **Confidential Supporting Information A20511451**
Responsible Officer: PM, Chief Economic Development Officer (CEO Economic Development)

Executive Summary

In May 2020, Council embarked on a project to deliver a new Regional Economic Development Strategy (REDS) for the Moreton Bay Region, providing pathways to foster economic development in the region.

Council engaged Lucid Economics Pty Ltd (Lucid Economics) via Vendor Panel (BUS239-0515 Business Management Services) to develop the REDS on behalf of Council. There is now a requirement to incorporate the comments received during the public consultation phase and finalise the REDS prior to Council consideration.

This specialised experience and knowledge cannot be easily or practically duplicated by other consultancies given the work already undertaken, never mind the timeframes required to suit the finalisation of the REDS.

It is therefore recommended that Lucid Economics be engaged to provide ongoing support to Council in the finalisation of the REDS.

RESOLUTION

Moved by Cr Brooke Savige

Seconded by Cr Karl Winchester

CARRIED 13/0

1. That in accordance with section 235(b) of the Local Government Regulation 2012, Council is satisfied that because of the specialised nature of the services to be provided it would be impractical or disadvantageous for the Council to seek quotes for the services.
2. That Council enters into an agreement with Lucid Economics as described in this report.
3. That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, negotiating, making, amending, signing and discharging the agreement with Lucid Economics for the work specified in this report and any required variations of the agreement on Council's behalf.

ITEM 1.2 AGREEMENT - REGIONAL ECONOMIC DEVELOPMENT STRATEGY - A20418638 (Cont.)

OFFICER'S RECOMMENDATION

That in accordance with section 235(b) of the Local Government Regulation 2012, Council is satisfied that because of the specialised nature of the services to be provided it would be impractical or disadvantageous for the Council to seek quotes for the services.

That Council enters into an agreement with Lucid Economics as described in this report.

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 Lucid Economics for the work specified in this report and any required variations of the agreement on Council's behalf.

REPORT DETAIL

1. Background

Council engaged Lucid Economics via Vendor Panel (BUS239-0515 Business Management Services) to develop the REDS on behalf of Council. This was conducted through an initial Request for Quote (RFQ) to undertake Stage 1 Scoping and Project Services for the REDS.

Subsequent to the completion of the Stage 1 RFQ, Council initiated a Ten-Point Plan at the beginning of the new Council term in April 2020, committing to enacting a REDS within the first 100-days of office. This initiative changed the scope of the works required through the Stage 1 RFQ and subsequent project variation was undertaken to procure Lucid Economics to undertake the development of the REDS within this 100-day period.

After the project had commenced, it was subsequently requested to also undertake a public consultation phase, thus in order to provide a project timeline that met the 100-day period, the project scope was adjusted to provide Council with a Draft REDS to adopt for public consultation. With this change of the project timeline and deliverables, there is now an additional requirement to review public comments and update the REDS prior to the strategy's finalisation. This additional work is outside the original scope of the amended project procurement and has also extended the project timeline.

2. Explanation of Item

This report recommends that Council enter into a contract with Lucid Economics to carry out additional work/services to complete the finalisation of the REDS.

The current project spend to date has incorporated the public consultation phase that was a separately procured service under the procurement guidelines.

Entering into a direct contract with Lucid Economics is the most practical and efficient way to ensure the additional work is completed within the timeframes to deliver the required project outcomes. The additional work required builds largely from the initial work already developed and researched by Lucid Economics, which has the specialised knowledge to finalise the REDS given its key role in consulting with internal and external stakeholders in the lead up to the preparation and submission of the draft REDS.

At this point in time, it would be difficult for another consultancy to acquire the specialised knowledge and experience necessary to ensure the work is completed within required project timeframes.

ITEM 1.2 AGREEMENT - REGIONAL ECONOMIC DEVELOPMENT STRATEGY - A20418638 (Cont.)

3. Strategic Implications

3.1 Legislative / Legal Implications

Under the Local Government Regulation 2012, Council must seek quotes prior to entering into a contract for services with a supplier expected to be worth between \$15,000 and \$200,000 in a financial year, or over the proposed term of the contractual arrangement. This general requirement is subject to several limited exceptions.

Section 235(b) of the Local Government Regulation 2012 provides that Council can enter into a contractual arrangement without firstly seeking quotes if it resolves that, because of the specialised or confidential nature of the services sought, it would be impractical or disadvantageous to invite quotes or tenders.

3.2 Corporate Plan / Operational Plan

Creating Opportunities: Local jobs for residents - an innovative and thriving economy.
Creating Opportunities: Well-planned growth - a sustainable and well-planned community.

3.3 Policy Implications

Given the work already undertaken and the extensive experience and knowledge acquired conducting this work it would not be advantageous for MBRC to go to the market to complete this work.

3.4 Risk Management Implications

The matters related to the work are still confidential; introducing a new consultant into the process would increase Council's exposure to –

- a confidential matter being released; and
- delay the works as the new consultancy comes up to speed with the project.

3.5 Delegated Authority Implications Nil identified

3.6 Financial Implications

The contract with Lucid Economics will be costed to the specific budget number relating to this work.

3.7 Economic Benefit Implications

Without a vibrant and growing economy, there would be a lack of jobs, income and wealth, which in turn would cause a number of far reaching social and community issues. This strategy provides a framework of actions to ensure a strong and vibrant local economy including the creation of jobs which will lead to economic and community benefits for the region.

3.8 Environmental Implications Nil identified

3.9 Social Implications Nil identified

3.10 Human Rights Implications Nil identified

3.11 Consultation / Communication

Chief Executive Officer
Chief Economic Development Officer
Team Leader Economic Development and Innovation
Team Leader Procurement

ITEM 1.3

CONFIRMATION OF APPOINTMENT - MILLOVATE PTY LTD BOARD

Meeting / Session: 1 GOVERNANCE & ENGAGEMENT
Reference: A20537220: 15 September 2020
Responsible Officer: JH, Manager Legal Services (CEO's Office)

Executive Summary

This report recommends that Council formally confirm the appointment of the Millovate Pty Ltd Board of Directors to satisfy Council's obligations under the *Corporations Act 2001*.

RESOLUTION

Moved by Cr Adam Hain

Seconded by Cr Denise Sims (Deputy Mayor)

CARRIED 13/0

1. That the appointment of:

- a) Nigel Chamier (Chair)
- b) John Aitken
- c) Patrice Sherry
- d) Antonia Thornton
- e) Jim Walker;
- f) Sarah Zeljko
- g) Greg Chemello,

as the directors of Millovate Pty Ltd, be confirmed.

2. That Council's Chief Executive Officer and Deputy Chief Executive Officer be delegated, severally, the power to sign all necessary documents to give effect to the confirmation at paragraph 1.

ITEM 1.3 CONFIRMATION OF APPOINTMENT - MILLOVATE PTY LTD BOARD - A20537220 (Cont.)

OFFICERS RECOMMENDATION

1. That the appointment of:

2. Nigel Chamier (Chair)
3. John Aitken
4. Patrice Sherry
5. Antonia Thornton
6. Jim Walker;
7. Sarah Zeljko
8. Greg Chemello,

as the directors of Millovate Pty Ltd, be confirmed.

2. That Council's Chief Executive Officer and Deputy Chief Executive Officer be delegated, severally, the power to sign all necessary documents to give effect to the confirmation at paragraph 1.

REPORT DETAIL

1. Background

On 5 August 2020, Council was advised of the names and details of the proposed independent directors of Millovate Pty Ltd and noted their prospective appointment.

After Council noted the names of the prospective directors, the Council CEO as sole initial director resolved to appoint the Chair and other directors as directors of the company, with all the directors of the company being:

- o Nigel Chamier (Chair)
- o John Aitken
- o Patrice Sherry
- o Antonia Thornton
- o Jim Walker;
- o Sarah Zeljko
- o Greg Chemello

2. Explanation of Item

The *Corporations Act 2001* requires the appointment of the directors to be confirmed by the company by resolution within 2 months after an appointment is made. Confirmation by the company is in effect confirmation by the Council as the sole member of the company.

This report recommends that Council resolve to confirm the appointment of the company's Board of Directors to satisfy Council's obligations under the *Corporations Act 2001*.

3. Strategic Implications

3.1 Legislative / Legal Implications

If a person is appointed as a director of a proprietary company, the company must confirm the appointment by resolution within 2 months after the appointment is made (Corporations Act S 201H(2)). If the appointment is not confirmed, the (newly appointed) person ceases to be a director of the company at the end of those 2 months (Corporations Act S 201H(2)).

3.2 Corporate Plan / Operational Plan

Creating Opportunities: Local jobs for residents - an innovative and thriving economy. It is estimated that the Mill at Moreton Bay will deliver 6,000 future local jobs.

ITEM 1.3 CONFIRMATION OF APPOINTMENT - MILLOVATE PTY LTD BOARD - A20537220 (Cont.)

3.3 Policy Implications Nil identified

3.4 Risk Management Implications Nil identified

3.5 Delegated Authority Implications Nil identified

It is recommended that the CEO and Deputy CEO be delegated to sign all necessary documents to give effect to the confirmation. As the Company has only 1 member, the confirmation by resolution is effected by the representative of the Council signing the resolution. The CEO/Deputy CEO would be the usual delegate of the Council for these purposes.

3.6 Financial Implications Nil identified

3.7 Economic Benefit Implications Nil identified

3.8 Environmental Implications Nil identified

3.9 Social Implications Nil identified

3.10 Human Rights Implications Nil identified

3.11 Consultation / Communication

Appointment of the Board of Directors was considered at Council Meeting of 5 August 2020

2 INFRASTRUCTURE PLANNING SESSION

(Cr A Hain)

ITEM 2.1

BEACHMERE - MORETON TERRACE - PROPOSED NAMING OF T E BONNEY RESERVE

Meeting / Session: 2 INFRASTRUCTURE PLANNING
Reference: A20425119 : 20 August 2020
Responsible Officer: BS, Technical Officer (IP Parks & Recreation Planning)

Executive Summary

An application has been received requesting that parkland, located at 207 Moreton Terrace, Beachmere, be named after Thomas Edwin Bonney. This report provides Council with background information relevant to the application and recommends that Lot 108, C311425 be named "T. E. Bonney Reserve".

RESOLUTION

Moved by Cr Mark Booth

Seconded by Cr Tony Latter

CARRIED 13/0

1. That having regard to the information provided within this report and subject to the outcome of public advertising, the naming of Lot 108, C311425 as "T. E. Bonney Reserve", be approved.
2. That public advertising of the proposal to name the reserve be undertaken via appropriate digital and print media platforms, having a distribution covering the general vicinity of the subject park, and on Council's website with public submissions open for a period of 28 days.
3. That should adverse submissions be received as a result of public advertising; the matter be referred to Council in a subsequent report.

ITEM 2.1 BEACHMERE - MORETON TERRACE - PROPOSED NAMING OF T E BONNEY RESERVE - A20425119
(Cont.)

OFFICER'S RECOMMENDATION

1. That having regard to the information provided within this report and subject to the outcome of public advertising, the naming of Lot 108, C311425 as "T. E. Bonney Reserve", be approved.
2. That public advertising of the proposal to name the reserve be undertaken via appropriate digital and print media platforms, having a distribution covering the general vicinity of the subject park, and on Council's website with public submissions open for a period of 28 days.
3. That should adverse submissions be received as a result of public advertising; the matter be referred to Council in a subsequent report.

REPORT DETAIL

1. Background

An application has been received by Council requesting that Lot 108, C311425 (refer Figure 1), located at 207 Moreton Terrace, Beachmere, be named in recognition of Thomas Edwin Bonney.



Figure 1: 207 Moreton Terrace, Beachmere

2. Explanation of Item

The application to name a park or recreation reserve under Council control was lodged by Division 2 Councillor Mark Booth, in recognition of the association Mr Bonney had with the land. Information received from the applicant notes the following in respect of Mr Bonney:

ITEM 2.1 BEACHMERE - MORETON TERRACE - PROPOSED NAMING OF T E BONNEY RESERVE - A20425119
(Cont.)

Thomas Edwin Bonney was born in Tasmania. He and several of his siblings, including Askin Edward, moved to mainland Australia. Thomas and Askin settled in the Caboolture/Toorbul area where they took up land. Harriet joined her sons in Queensland, and until her death in 1886 lived with Henry Albert Bonney in Wickam Street, Brisbane.

Thomas Edwin Bonney, the first homestead owner of Beachmere, died in 1907. As far as we have been able to determine, he did not marry and left no descendants. The family buried him in the same grave as his mother Harriet.

THOMAS EDWIN BONNEY was one of the first settlers to take up the land which started the community of Beachmere. The town takes its name from his homestead.

Once Queensland separated from New South Wales, the government of the day needed to support themselves as a state. It passed the Alienation of Crown Lands Act of 1860. Provision was made for the creation of agricultural reserves. Farms of 40 to 340 acres could be selected from these reserves. Consequently, the pace of selection picked up by the 1870s, with the government keen to get more people settling on the land and using it effectively:

"I think the first settler to take up land, extending from Toorbul Point to King Johnny Creek, was a man named Bonney. Toorbul Point later belonged to a man named Hamilton. From the scrubs around Caboolture township, that is now, were cut the cedar and pine logs which were rafted down the Caboolture river to what is now called Beachmere Flats. With a pitsaw, the logs were cut, hand dressed, and, on the bank at the mouth of the Caboolture River, Bonney built his homestead, naming it Beachmere; 'beach' on account of the narrow strip of sandy beach in front of the house, and 'mere' because of the marshy nature of the land. Bonney died and was buried on the place, and a Mr Geddes then took over" - as was reported in the Nambour Chronicle and North Coast Advertiser - Friday 8/8/1941

A search of Queensland Government Archives shows that Government Gazette Vol. XI No. 26 Friday, 11th March 1870 – Register No. 538 notes an application by Thomas Edwin Bonney on 24th September 1869 for 60 acres of First-Class Pastoral land to lease for a homestead with annual payments of 15 shillings. He took up that land in 1870. This document gives T E Bonney's full name – Thomas Edwin Bonney. Initially Bonney applied for a sugar lease, which again reflects the SEQ2001 Report. Captain Whish and George Raff both had sugar mills/plantations in the area.*

In 1872 the Qld Gazette shows the registration of a sheep brand for the Bonneys. Thomas and brother Askin were listed in the Post Office Directory of 1874 as living at King John's Creek & being graziers as their occupation.

Under Policy No: 11-2150-039, Naming of Council Owned or Administered Buildings, Structures and other Assets (excluding roads), applicants are required to provide documentation to substantiate the good character of the person or persons being acknowledged. This application has been supported by Division 2 Councillor, Mark Booth. The proposal was also referred to Council's local historian, who has verified the historical information provided.

The recommendation to name the land after Mr Bonney complies with the Council's policy guideline as outlined below:

- Persons with a historical connection to the land or area;
- Names of pioneering families and long-term residents;

Council internal policy requires that any proposal to name a park be advertised in local newspapers for a period of up to 28 days during which time submissions can be received. This process allows Council to assess any possible objections to the proposed naming. Other suitable media outlets will also be utilised where local print newspapers are not in existence.

ITEM 2.1 BEACHMERE - MORETON TERRACE - PROPOSED NAMING OF T E BONNEY RESERVE - A20425119
(Cont.)

A history board is proposed to be installed in conjunction with the new park name sign to explain the connection Mr Bonney had with the land. The proposed wording is as follows:

"Mr Bonney was an early pioneer who owned land from Toorbul Point to King Johnny Creek. He built a homestead, naming it Beachmere; 'beach' after the narrow beach in front of the house, and 'mere' due to the marshy nature of the land."

3. Strategic Implications

- 3.1 Legislative / Legal Implications Nil identified
- 3.2 Corporate Plan / Operational Plan
Valuing Lifestyle: Quality recreation and cultural opportunities - places to discover, learn, play and imagine.
- 3.3 Policy Implications
The submitted application complies with and has all the supporting documentation required under MBRC Policy No: 11-2150-039, Naming of Council Owned or Administered Buildings, Structures and other Assets (excluding roads).
- 3.4 Risk Management Implications Nil identified
- 3.5 Delegated Authority Implications
Subject to no adverse submissions being received, the matter should be referred to the Director Engineering Construction and Maintenance for implementation.
- 3.6 Financial Implications
The estimated cost of fabricating and installing a new sign in accordance with the Draft Park and Open Space Signage Guidelines is approximately \$2,000.
- 3.7 Economic Benefit Implications Nil identified
- 3.8 Environmental Implications Nil identified
- 3.9 Social Implications
Formal naming will provide improved awareness of, and the ability to recognise distinct locations within the region.
- 3.10 Human Rights Implications Nil identified
- 3.11 Consultation / Communication
The proposed naming is supported by the Division 2 Councillor.

3 ENGINEERING, CONSTRUCTION & MAINTENANCE SESSION

(Cr B Savige)

ITEM 3.1

REDCLIFFE - REDCLIFFE MEMORIAL SWIMMING POOL - SHELL RENEWALS

Meeting / Session: 3 ENGINEERING, CONSTRUCTION & MAINTENANCE
Reference: A20412290 : 18 August 2020 - Refer **Confidential Supporting Information A20412705**
Responsible Officer: RM, Manager Asset Maintenance (ECM Asset Maintenance)

Executive Summary

On 10 June 2020, Council resolved to award a contract for the 'Redcliffe - Redcliffe Memorial Swimming Pool - Shell Renewals (MBRC009780)' project to Premis Solutions Pty Ltd (Premis).

The original scope of works under this contract included, amongst other things, renewing concrete joints to a particular standard and re-applying grout to the tiles in each of the three pools at the complex.

Recently the pools were drained, and inspections were conducted on the pool shells. It has become apparent from these inspections that the concrete within the pools is saturated, with readings of 100% relative humidity being recorded.

Now the extent of this saturation is known, the original scope of works under the contract is, in part, insufficient. For example, existing tile adhesion levels in the pools are so low that the existing tiles have effectively reached the end of their useful life. Those tiles would likely fall off during the process of re-applying grout and so now it would be prudent to alter the scope of works under the contract to include a complete tile replacement within the pool shells. At the same time, it would also be prudent to amend the scope of works to include a more comprehensive concrete joint renewal to better prevent water saturating the concrete shells in the future.

Premis has submitted a contract variation to undertake these additional works. Officers have assessed the cost of Premis' proposed variation as being acceptable. However, as the scope of works under the original contract has changed, Council is arguably entering a new contract and so Council must comply with the procurement requirements under the *Local Government Regulation 2012* (LGR).

Officers do not consider that an open tender process would be appropriate in this circumstance. That process would delay the project for at least 3-4 months (which would delay the re-opening of the pool complex). Delaying the project would also result in demobilisation costs being payable to Premis and there is no guarantee that an open tender process would secure a better alternative contractor than Premis to undertake these works.

Officers recommend that Council adopt a tender consideration plan (TCP) which will enable the new contract (including the variation) to be awarded to Premis. The LGR permits Council to enter a TCP to depart from the ordinary open tender process based upon considerations relevant to the supply relationship.

Further to the above, due to an upcoming project to install a separate filtration system to the Learn to Swim Pool, the tiling of this pool is no longer within the scope of this project. The tiling of the Learn to Swim Pool will occur in conjunction with the filtration system project to be completed within the next 12 months.

ITEM 3.1 REDCLIFFE - REDCLIFFE MEMORIAL SWIMMING POOL - SHELL RENEWALS - A20412290 (Cont.)

RESOLUTION

Moved by Cr Karl Winchester

Seconded by Cr Tony Latter

CARRIED 13/0

1. That Council decides to prepare a Tender Consideration Plan for the large sized contractual arrangement with Premis Solutions Pty Ltd for the Redcliffe Memorial Swimming Pool Shell Renewals.
2. That the Tender Consideration Plan for the large sized contractual arrangement with Premis Solutions Pty Ltd for the Redcliffe Memorial Swimming Pool Shell Renewals as tabled, be adopted.
3. That the Council enters into an agreement with Premis Solutions Pty Ltd as described in this report.
4. That the Chief Executive Officer be authorised to take all action necessary including, but not limited to, negotiating, making, amending, signing and discharging the agreement with Premis Solutions Pty Ltd for the Redcliffe Memorial Swimming Pool Shell Renewals and any required variations of the agreement on Council's behalf.
5. That Council commits to the provision of \$329,903.43 (excl. GST) of additional funding to enable the project to continue and be completed as described in the report. That the additional funding for the project be provided from the 2020-21 quarter one financial process.

ITEM 3.1 REDCLIFFE - REDCLIFFE MEMORIAL SWIMMING POOL - SHELL RENEWALS - A20412290 (Cont.)

OFFICER'S RECOMMENDATION

1. That Council decides to prepare a Tender Consideration Plan for the large sized contractual arrangement with Premis Solutions Pty Ltd for the Redcliffe Memorial Swimming Pool Shell Renewals.
2. That the Tender Consideration Plan for the large sized contractual arrangement with Premis Solutions Pty Ltd for the Redcliffe Memorial Swimming Pool Shell Renewals as tabled, be adopted.
3. That the Council enters into an agreement with Premis Solutions Pty Ltd as described in this report.
4. That the Chief Executive Officer be authorised to take all action necessary including, but not limited to, negotiating, making, amending, signing and discharging the agreement with Premis Solutions Pty Ltd for the Redcliffe Memorial Swimming Pool Shell Renewals and any required variations of the agreement on Council's behalf.
5. That Council commits to the provision of \$329,903.43 (excl. GST) of additional funding to enable the project to continue and be completed as described in the report. That the additional funding for the project be provided from the 2020-21 quarter one financial process.

REPORT DETAIL

1. Background

On 10 June 2020, Council resolved to award a contract for the 'Redcliffe - Redcliffe War Memorial Pool - Shell Renewals (MBRC009780)' project to Premis.

The original scope of the renewal works under the proposed contract included, amongst other things:

- renewing all expansion and control joints on the pool concourse and in the pool (with a silicone sealant); and
- reapplying grout to tiles and replacing cracked or damaged tiles that were identified in a dilapidation report.

Recently, the pools have been drained and various inspections have taken place on the pool shells (including tiling inspections and structural engineering inspections). It has become apparent from these inspections that the concrete within the pool shells is saturated, with readings of 100% relative humidity being recorded. The tiling inspection report has identified that most tiles within the pool complex have adhesion levels which significantly fail to meet the relevant Australian Standards.

As a result of the concrete saturation levels now known to officers, it is considered prudent for the following works to be undertaken which did not form part of the original scope of works:

- Waterstop joints to be replaced within the structure of the 50m pool and the Toddler Pool not including the Learn to Swim Pool (which is over and above the silicone sealing of expansion and control joint repairs envisaged in the contract specification) - 'concrete joints issue'; and
- Existing pool tiles to both the 50m Pool and the Toddler Pool to be removed and replaced (which is over and above the scope of the tiling works envisaged in the contract specification) - 'pool tiling issue'.
- The tiling of the Learn to Swim Pool is no longer within the scope of this project. The tiling of the pool will occur in conjunction with the filtration system project to be completed within the next 12 months.

Premis has submitted contract variations to cover the estimated costs of the concrete joints issue and the pool tiling issue. That estimated cost is \$285,690.00 ex GST.

ITEM 3.1 REDCLIFFE - REDCLIFFE MEMORIAL SWIMMING POOL - SHELL RENEWALS - A20412290 (Cont.)

2. Explanation of Item

The standard of work required to address the concrete joints issue and the pool tiling issue was not required under the original specification. It follows that if Council agrees to a contract variation to address these issues, it is arguably entering a new contract (which necessitates a formal procurement process under the LGR). Officers consider that Council has 2 options available to it in terms of following a formal procurement process under the LGR in this circumstance. Namely:

1. Council could instigate a new tender process to secure a contractor to address the concrete joints issue and the pool tiling issue (**New Tender Option**); or
2. Council could prepare and adopt a tender consideration plan under which it can engage Premis to complete all the pool shell renewal work (including addressing the concrete joints issue and the pool tiling issue) (**TCP Option**).

The New Tender Option

The New Tender Option could result in other (perhaps better) tenders being received by Council in respect addressing the concrete joints and pool tiling issue, but this is by no means guaranteed.

Officers have assessed Premis' proposed costs for addressing these issues and note that this cost is comparable to the cost of similar work which has been performed at other Council pool complexes (especially when considering the estimated cost of demobilising Premis from the site while these works are carried out).

Also, during the original tender process for this renewal contract, Council only received 2 offers from contractors to carry out the pool renewal. This suggests to officers that the New Tender Option is unlikely to yield a significant number of competitive quotes to address the concrete joints and pool tiling issue.

Finally, this option will severely impact on project timing. A new tender process can be expected to take at least 3-4 months which will delay the re-opening of the pool complex to the public.

The TCP Option

The TCP Option would enable Council to award Premis the pool renewal contract as varied to include the works required to address the pool tiling and concrete joints issue.

Whilst the TCP Option may be a less open means of awarding the contract (as compared to the New Tender Option) there is a far greater chance of the project being completed sooner than would otherwise be the case if the New Tender Option was pursued.

3. Strategic Implications

3.1 Legislative / Legal Implications

The Tender Consideration Plan has been prepared in accordance with section 230 of the Local Government Regulation 2012 (Qld) (Regulation).

This section allows Council to depart from the ordinary request for tender process based upon market considerations or considerations relevant to the supply relationship. The exemption can only be invoked by Council resolution.

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

Council's Procurement Policy recognises that an exception under division 3, part 3, chapter 6 of the Regulation (which includes the preparation and adoption of TCPs) is a valid alternative to conducting an open tender process prior to entering into a large-sized contractual arrangement.

ITEM 3.1 REDCLIFFE - REDCLIFFE MEMORIAL SWIMMING POOL - SHELL RENEWALS - A20412290 (Cont.)

3.4 Risk Management Implications

The risk associated with this procurement has been assessed and the following issues identified. The way the possible impact of these risks is minimised is detailed below:

Contractual Default Risk (the contractor may fail to comply with a contractual requirement) - the performance of renewal works under the contract will be managed by a Council officer familiar with Council's specifications and compliance with those specifications will be enforced where necessary. The proposed contractor's financial position has been assessed as *satisfactory* by Council officers (which should better avoid the risk of the contractor failing to satisfy their contractual obligations).

3.5 Delegated Authority Implications

Pursuant to recommendation 3, officers recommend that Council's Chief Executive Officer be delegated authority to execute a contract in accordance with the tender consideration plan.

3.6 Financial Implications

If the concrete joint issue and pool tiling issue is addressed by Premis, it is expected to cost \$285,690.00 (excl. GST). This is additional to the cost of the remainder of works under the contract which Council has previously approved (\$234,200.00).

Original Tendered Contract Cost	\$ 234,200.00
Proposed TCP - Contract Variation	\$ 285,690.00
Contingency (15% of variation)	\$ 42,853.50
Qleave (variation)	\$ 1,359.93

Total Revised Contract Cost	\$ 564,103.43
	=====

The additional cost of \$329,903.43 (excl. GST) exceeds the budget allocation for the *Redcliffe - Redcliffe Memorial Pool - Shell Renewals* project (105806). The additional sum of \$329,903.43 (excl. GST) needs to be funded now to enable the project to continue and to be able to enter into a TCP with Premis.

3.7 Economic Benefit Implications

The proper repair of the pool complex is expected to increase the useful life of a Council asset and will reduce the need to expend further revenue on the repair of the complex in future.

3.8 Environmental Implications

Nil identified

3.9 Social Implications

The proper repair of the pool complex in accordance with this report is expected to result in a valuable community asset being made available to the public with minimal delay.

3.10 Human Rights Implications

Nil identified

3.11 Consultation / Communication

Consultation for the delivery of this project has been undertaken with relevant officers, stakeholders, department managers, Councillors and the procurement section of Council.

ITEM 3.2 - DECLARATION OF INTEREST

Conflict of Interest - Declaration - Cr Mick Gillam

Pursuant to s175E of the *Local Government Act 2009*, Cr Mick Gillam declared a perceived conflict of interest in Item 3.2 as the Councillor is a member of the Pine Rivers PCYC Advisory Committee.

However, Cr Mick Gillam has considered his position and is firmly of the opinion that he could participate in the debate and resolution on the matter in the public interest.

Pursuant to s175E(3) of the Local Government Act 2009, the other Councillors who are entitled to vote at the meeting have been informed about a Councillor's personal interests in the matter and the Councillor has not voluntarily left the meeting, and in accordance with s175E(4) the other Councillors must decide whether the Councillor has a real or perceived conflict of interest in the matter and what action the Councillor must take.

Moved by Cr Tony Latter

Seconded by Cr Jodie Shipway

CARRIED 12/0

Cr Gillam had declared a conflict and was not entitled to vote

That in accordance with s175E(4) of the *Local Government Act 2009*, it is considered that Cr Mick Gillam has a perceived in the matter however, may participate in the meeting including voting on the matter as it is considered that this is in the public interest.

Cr Mick Gillam remained in the meeting.

ITEM 3.2**TENDER - DETAILED DESIGN OF THE EVERTON HILLS (HILLS DISTRICT) PCYC BUILDING UPGRADE (STAGES 1 AND 2); BRAY PARK (PINE RIVERS) PCYC BUILDING UPGRADE (STAGE 1) AND KIPPA-RING (REDCLIFFE) PCYC BUILDING UPGRADE (STAGE 1)**

Meeting / Session: 3 ENGINEERING, CONSTRUCTION & MAINTENANCE
Reference: A20450255 : 8 September 2020 - Refer **Confidential Supporting Information A20412826**
Responsible Officer: RN, (ECM Project Management)

Executive Summary

Tenders were invited for the 'Detailed Design of the Everton Hills (Hills District) PCYC Building Upgrade (Stages 1 and 2), Bray Park (Pine Rivers) PCYC Building Upgrade (Stage 1), and Kippa-Ring (Redcliffe) PCYC Building Upgrade (Stage 1)' projects. Tenders were invited using Vendor Panel Local Buy Panel (BUS265/VP196331). Tenders closed on the 18 August 2020 with a total of five tenders received all of which were conforming.

It is recommended that the tender for the 'Detailed Design of the Everton Hills (Hills District) PCYC Building Upgrade (Stages 1 and 2), Bray Park (Pine Rivers) PCYC Building Upgrade (Stage 1), and Kippa-Ring (Redcliffe) PCYC Building Upgrade (Stage 1)' projects be awarded to Mode Design Corp Pty Ltd for the sum of \$231,030 (excluding GST) as this offer was evaluated as representing the best value to Council.

RESOLUTION

Moved by Cr Matt Constance

Seconded by Cr Sandra Ruck

CARRIED 13/0

1. That the tender for the 'Detailed Design of the Everton Hills (Hills District) PCYC Building Upgrade (Stages 1 and 2), Bray Park (Pine Rivers) PCYC Building Upgrade (Stage 1), and Kippa-Ring (Redcliffe) PCYC Building Upgrade (Stage 1) (BUS265/VP196331)' projects be awarded to Mode Design Corp Pty Ltd for the sum of \$231,030 (excluding GST).
2. That the Council enters into an agreement with Mode Design Corp Pty Ltd as described in this report.
3. That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, negotiating, making, amending, signing and discharging the agreement with Mode Design Corp Pty Ltd for the 'Detailed Design of the Everton Hills (Hills District) PCYC Building Upgrade (Stages 1 and 2), Bray Park (Pine Rivers) PCYC Building Upgrade (Stage 1), and Kippa-Ring (Redcliffe) PCYC Building Upgrade (Stage 1) (BUS265/VP196331)' projects and any required variations of the agreement on Council's behalf.
4. To allow this project to proceed, Council commits the sum of \$1,000,000 for the MBRC - Major Projects - Design Development program, at the 2020-21 FY quarter one review process.

ITEM 3.2 TENDER - DETAILED DESIGN OF THE EVERTON HILLS (HILLS DISTRICT) PCYC BUILDING UPGRADE (STAGES 1 AND 2); BRAY PARK (PINE RIVERS) PCYC BUILDING UPGRADE (STAGE 1) AND KIPPA-RING (REDCLIFFE) PCYC BUILDING UPGRADE (STAGE 1) - A20450255 (Cont.)

OFFICER'S RECOMMENDATION

1. That the tender for the *'Detailed Design of the Everton Hills (Hills District) PCYC Building Upgrade (Stages 1 and 2), Bray Park (Pine Rivers) PCYC Building Upgrade (Stage 1), and Kippa-Ring (Redcliffe) PCYC Building Upgrade (Stage 1) (BUS265/VP196331)'* projects be awarded to Mode Design Corp Pty Ltd for the sum of \$231,030 (excluding GST).
2. That the Council enters into an agreement with Mode Design Corp Pty Ltd as described in this report.
3. That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, negotiating, making, amending, signing and discharging the agreement with Mode Design Corp Pty Ltd for the *'Detailed Design of the Everton Hills (Hills District) PCYC Building Upgrade (Stages 1 and 2), Bray Park (Pine Rivers) PCYC Building Upgrade (Stage 1), and Kippa-Ring (Redcliffe) PCYC Building Upgrade (Stage 1) (BUS265/ VP196331)'* projects and any required variations of the agreement on Council's behalf.
4. To allow this project to proceed, Council commits the sum of \$1,000,000 for the MBRC - Major Projects - Design Development program, at the 2020-21 FY quarter one review process.

REPORT DETAIL

1. Background

This package of work has originated as a result of network planning undertaken by Council across the nominated PCYC facilities over the course of the past two to three years. The network planning work highlighted existing deficiencies include building compliance and functionality issues that are to be addressed by a series of upgrade projects.

The detailed design for the three PCYCs have been brought forward from future years for detail design and are to be designed to allow these projects to proceed to construction. The objective of the project is to increase capacity, improve functionality and resolve current facility issues.

A brief scope of the individual projects is as set out below:-

Everton Hills (The Hills District) PCYC Building Upgrade Stages 1 - involves the detailed design for new entry including access ramp, relocation of accessibility parking and the conversion of the stage area to accommodate boxing.

Everton Hills (The Hills District) PCYC Building Upgrade Stage 2 - involves the detailed design for new Kinder Gym Area, new amenities and corridor linking to the existing Martial Arts Area.

Bray Park (Pine Rivers) PCYC Building Upgrade Stage 1 - involves the detailed design of new upper level amenities area and meeting room.

Kippa-Ring (Redcliffe) PCYC Stage 1 - involves the detailed design of the upgrade of the northern amenities area, new entry from the carpark and relocated access parking.

The detailed design of the above described projects will be completed by end of December 2020.

Note the Deception Bay PCYC Stage 1 design will be completed separately, funded from the MBRC - Major Projects - Design Development program and completed by end of December 2020.

ITEM 3.2 TENDER - DETAILED DESIGN OF THE EVERTON HILLS (HILLS DISTRICT) PCYC BUILDING UPGRADE (STAGES 1 AND 2); BRAY PARK (PINE RIVERS) PCYC BUILDING UPGRADE (STAGE 1) AND KIPPA-RING (REDCLIFFE) PCYC BUILDING UPGRADE (STAGE 1) - A20450255 (Cont.)

2. Explanation of Item

Tenders were invited using Vendor Panel Local Buy Panel (BUS265/VP196331) for the 'Detailed Design of the Everton Hills (Hills District) PCYC Building Upgrade (Stages 1 and 2), Bray Park (Pine Rivers) PCYC Building Upgrade (Stage 1), and Kippa-Ring (Redcliffe) PCYC Building Upgrade (Stage 1) projects. The tender closed on the 18 August 2020 with a total of five tenders received all of which were conforming. The tenders were assessed by the assessment panel in accordance with Council's Purchasing Policy and the selection criteria as set out in the tender documents.

RANK	TENDERER	EVALUATION SCORE
1	Mode Design Corp Pty Ltd	100.00
2	Open Architecture Pty Ltd	92.24
3	PDT Pty Ltd	90.97
4	Complete Urban Pty Ltd	87.03
5	GHD Pty Ltd	75.25

Mode Design Corp Pty Ltd ('Mode') - submitted a comprehensive and well-presented tender demonstrating relevant similar project experience. A tender clarification meeting was held on 28 August 2020, at which Mode demonstrated their relevant experience and detailed methodology. Mode has recently completed detailed design of the Samford Parklands Community Hub and previously the Samford Parklands Soccer Clubhouse. Mode provided the lowest price and highest scoring tender submission. The evaluation panel recommends that the offer from Mode represents the best overall value offer to Council.

Open Architecture Pty Ltd ('Open') - submitted a comprehensive and well-presented tender that demonstrated the contractor's relevant similar project experience. However, there were no additional benefits for the higher price.

PDT Pty Ltd ('PDT') - submitted a comprehensive tender demonstrating relevant similar project experience; however, there were no additional benefits for the higher price.

3. Strategic Implications

3.1 Legislative / Legal Implications

Council sought quotations via Vendor Panel and used the Local Buy Panel in accordance with the *Local Government Act 2009*.

3.2 Corporate Plan / Operational Plan

This project is consistent with the Corporate Plan outcome - Valuing Lifestyle: Quality recreation and cultural opportunities - active recreation opportunities.

3.3 Policy Implications

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

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

Suitably qualified consultants were sourced through the Local Buy Pre-Qualified panel arrangement as it was determined, for this project, that prequalification would provide value for money and mitigate risks due to the project complexity. In accordance with Local Preference Policy Directive a non-local business justification form was completed and approved.

ITEM 3.2 TENDER - DETAILED DESIGN OF THE EVERTON HILLS (HILLS DISTRICT) PCYC BUILDING UPGRADE (STAGES 1 AND 2); BRAY PARK (PINE RIVERS) PCYC BUILDING UPGRADE (STAGE 1) AND KIPPARING (REDCLIFFE) PCYC BUILDING UPGRADE (STAGE 1) - A20450255 (Cont.)

3.4 Risk Management Implications

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

Financial Risks:

The project has been procured via Vendor Panel using the Local Buy Consultancy Panel BUS265.

Design Risks:

- a) There are no procurement issues identified with this project. The lead time to complete design is considered reasonable. The recommended tenderer has advised that there are no foreseen COVID-19 related issues which will adversely impact the delivery of this project
- b) The recommended tenderer has demonstrated their understanding of the project through their tender submission and the tender clarification process.
- c) The recommended tenderer will provide a program of works as part of the contract to identify and detail how they will manage detailed design risks. This information will be assessed for appropriateness and reviewed by Council's Project Manager.

3.5 Delegated Authority Implications Nil identified

3.6 Financial Implications

Pending Council commitment of \$1,000,000 for the MBRC - Major Projects - Design Development program at the quarter one financial process review. All figures are excluding GST.

MBRC - Major Projects - Design Development (109925)	\$ 231,030
Contingency 10%	\$ 23,103

Total Project Cost	\$ 254,133
	=====

Estimated ongoing operational/maintenance costs - Not applicable as this is for design only.

The budget amount for this project is sufficient, based upon the proviso that Council commits the \$1M in funding to the project at the 2020-21 FY quarter one financial review process.

Council has allocated \$85,000 in 2020-21 FY Capital Projects budget for the detail design of stage 1 of the Everton Hills (Hills District) PCYC Building Upgrade. It is recommended that these funds be removed from the budget at the 2020-21 FY quarter one financial review as this work is covered in the project 109925.

3.7 Economic Benefit Implications

This is a design only project at this stage and so benefits from this are limited. The next phase once the design is complete is construction. It is envisaged that many trades and suppliers will be involved which will create employment and therefore economic benefits in the region.

3.8 Environmental Implications Nil identified

3.9 Social Implications

This facility development will engender a positive social impact as it will create improved and extra facilities for the local communities to meet, play and exercise.

ITEM 3.2 TENDER - DETAILED DESIGN OF THE EVERTON HILLS (HILLS DISTRICT) PCYC BUILDING UPGRADE (STAGES 1 AND 2); BRAY PARK (PINE RIVERS) PCYC BUILDING UPGRADE (STAGE 1) AND KIPPARING (REDCLIFFE) PCYC BUILDING UPGRADE (STAGE 1) - A20450255 (Cont.)

3.10 Human Rights Implications

The facility upgrades designs will incorporate new disabled toilets ramps and entrances to bring the current buildings up to the AS1428 Disability Code.

3.11 Consultation / Communication

A detailed design communication plan has been developed. This will include regular consultation meetings with the councillor and stakeholders throughout the design phase.

The relevant Divisional Councillors have been consulted and are supportive of the project.

4 PLANNING SESSION

(Cr D Grimwade)

No items for consideration.

5 COMMUNITY & ENVIRONMENTAL SERVICES SESSION

(Cr M Gillam)

ITEM 5.1

LEASE RENEWAL - THE REDCLIFFE POTTERY GROUP INCORPORATED

Meeting / Session: 5 COMMUNITY & ENVIRONMENTAL SERVICES
Reference: A20223440 : 8 September 2020 - **Refer Supporting Information A20223439**
Responsible Officer: CM, Supervisor Community Leasing (CES Community Services, Sport & Recreation)

Executive Summary

This report seeks Council approval for the renewal of a lease to The Redcliffe Pottery Group Incorporated at 395 Oxley Avenue, Redcliffe (Division 6). The proposed renewal includes a lease area amendment to incorporate a currently untenured amenities block adjacent to the existing lease area (refer Supporting Information #1).

RESOLUTION

Moved by Cr Karl Winchester

Seconded by Cr Brooke Savige

CARRIED 13/0

1. That the exception contained in section 236(1)(b)(ii) of the Local Government Regulation 2012 applies to the Council regarding the disposal of the land referred to in this report.
2. That, subject to recommendation 3, The Redcliffe Pottery Group Incorporated be granted a lease over an area at 395 Oxley Avenue, Redcliffe (refer Supporting Information #1) for a period of five years.
3. That the terms and conditions of this lease be in accordance with Council's Community Leasing Policy, with annual rental commencing at \$1.00 per annum.
4. That the Chief Executive Officer be authorised to take all action necessary including, but not limited to, negotiating, making, amending, signing and discharging the lease and any required variations of the lease on the Council's behalf, as described in this report.

ITEM 5.1 LEASE RENEWAL - THE REDCLIFFE POTTERY GROUP INCORPORATED - A20223440 (Cont.)

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 recommendation 3, The Redcliffe Pottery Group Incorporated be granted a lease over an area at 395 Oxley Avenue, Redcliffe (refer Supporting Information #1) for a period of five years.
3. That the terms and conditions of this lease be in accordance with Council's Community Leasing Policy, with annual rental commencing at \$1.00 per annum.
4. That the Chief Executive Officer be authorised to take all action necessary including, but not limited to, negotiating, making, amending, signing and discharging the lease and any required variations of the lease on the Council's behalf, as described in this report.

REPORT DETAIL

1. Background

Since 2015, The Redcliffe Pottery Group Incorporated (the Group) has held a lease with Council over an area including a workshop and storage areas at 395 Oxley Avenue, Redcliffe (refer Supporting Information #1) for the purpose of operating a pottery group. This lease expired on 15 February 2020, with the Group continuing to occupy the facilities on holding over terms.

In accordance with Council's Community Lease Renewals Policy Directive (No. 2160-024), where the proposed renewal of a lease includes a lease area increase greater than either 20% of the original lease area or 250m², consideration by Council at a General Meeting is required.

2. Explanation of Item

The Redcliffe Pottery Group Incorporated made application to Council seeking renewal of its lease at 395 Oxley Avenue, Redcliffe (refer Supporting Information #1) under Council's Community Leasing Policy. In accordance with the provision of Council's Community Lease Renewals Policy Directive (No. 2160-024), officers have assessed this application and have no objections to the requested renewal.

Additionally, officers identified an opportunity for the Group to also be granted a lease over untenured amenities located directly adjacent to the Group's lease area (refer Supporting Information #1). These untenured amenities have previously been maintained by Council for use by patrons of both The Redcliffe Pottery Group and the Redcliffe Art Society. The Redcliffe Art Society access alternative toilets within the same building as the Redcliffe Art Gallery and therefore the use of these untenured amenities has predominately related to the use of The Redcliffe Pottery Group Incorporated. The inclusion of the amenities will see the Group's lease area increased by 43m² or 22%.

Following discussions with The Redcliffe Pottery Group Incorporated regarding their requested lease renewal, the organisation has confirmed their desire to be granted a lease over a revised area inclusive of the workshop, storage areas and amenities. Accordingly, this report recommends that Council approve the granting of a new lease to the Group over the areas identified in Supporting Information #1 under the terms and conditions of Council's Community Leasing Policy (No. 14-2150-079).

3. Strategic Implications

3.1 Legislative / Legal Implications

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

ITEM 5.1 LEASE RENEWAL - THE REDCLIFFE POTTERY GROUP INCORPORATED - A20223440 (Cont.)

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

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

3.4 Risk Management Implications

Nil identified

3.5 Delegated Authority Implications

In accordance with Council's Community Lease Renewals Policy Directive (No. 2160-024), where a proposed lease renewal includes a lease area increase greater than either 20% of the original lease area or 250m², the proposed renewal must be considered by Council at a General Meeting, rather than by officers under delegated authority.

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

3.6 Financial Implications

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 The Redcliffe Pottery Group Incorporated will provide the club with facilities to support its operations.

3.10 Human Rights Implications

Under the *Human Rights Act 2019 (Qld)*, Council must not make a decision which is incompatible with human rights. Council must also give proper consideration to any human rights relevant to its decision. Officers consider that there are no human right implications relevant to Council's decisions.

3.11 Consultation / Communication

Cr Winchester - Division 6
Relevant Council Departments
The Redcliffe Pottery Group Incorporated
Redcliffe Art Society Incorporated

ITEM 5.2

LEASE RENEWAL - PINE RIVERS JUNIOR LEAGUE CLUB INC.

Meeting / Session: 5 COMMUNITY & ENVIRONMENTAL SERVICES
Reference: A20223479 : 8 September 2020 - **Refer Supporting Information A20223478**
Responsible Officer: CM, Supervisor Community Leasing (CES Community Services, Sport & Recreation)

Executive Summary

This report seeks Council's approval for the renewal of a lease to Pine Rivers Junior League Club Inc. at Mathieson Park, 3 Mundin Street, Petrie (Division 8). The proposed renewal includes a lease area amendment to incorporate the location of the club's soon to be constructed new changerooms facility (refer Supporting Information #1).

RESOLUTION

Moved by Cr Denise Sims (Deputy Mayor)

Seconded by Cr Tony Latter

CARRIED 13/0

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

ITEM 5.2 LEASE RENEWAL - PINE RIVERS JUNIOR LEAGUE CLUB INC. - A20223479 (Cont.)

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 recommendation 3, Pine Rivers Junior League Club Inc. be granted a lease over an area at 3 Mundin Street, Petrie (refer Supporting Information #1) for a period of five years.
3. That the terms and conditions of this lease be in accordance with Council's Community Leasing Policy, with annual rental commencing at \$1.00 per annum.
4. That the Chief Executive Officer be authorised to take all action necessary including, but not limited to, negotiating, making, amending, signing and discharging the lease and any required variations of the lease on the Council's behalf, as described in this report.

REPORT DETAIL

1. Background

Since 2008, Pine Rivers Junior League Club Inc. (the Group) has held a lease with Council over an area, including a clubhouse, canteen and a storage shed, at Mathieson Park, 3 Mundin Street Petrie (refer Supporting Information #1) for the purpose of operating a football club. This lease expired on 30 June 2020, with the Group continuing to occupy the site on holding over terms.

In accordance with Council's Community Lease Renewals Policy Directive (No. 2160-024), where the proposed renewal of a lease includes a lease area increase greater than either 20% of the original lease area or 250m², consideration by Council at a General Meeting is required.

2. Explanation of Item

Pine Rivers Junior League Club Inc. has made application to Council seeking renewal of its lease at Mathieson Park, 3 Mundin Street, Petrie under Council's Community Leasing Policy (No. 2150-079). In accordance with the provision of Council's Community Lease Renewals Policy Directive (No. 2160-024), officers have assessed this application and have no objections to the requested renewal.

Additionally, Pine Rivers Junior League Club Inc. were successful in securing grant funding support from both Council and the State Government for the construction of four universal changerooms. Therefore, the Group has requested that the renewal of its lease incorporates both its existing areas of occupation (inclusive of the clubhouse, canteen and storage shed), as well as the location where the new changerooms facility will be constructed. The inclusion of the changerooms facility will see the Group's lease area increased by 397m² or 30%.

Accordingly, this report recommends that Council approves the granting of a new lease to Pine Rivers Junior League Club Inc. over the areas identified in Supporting Information #1 under the terms and conditions of Council's Community Leasing Policy (No. 2150-079). Further, it is recommended that this lease be for a period of five years.

3. Strategic Implications

3.1 Legislative / Legal Implications

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

3.2 Corporate Plan / Operational Plan

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

ITEM 5.2 LEASE RENEWAL - PINE RIVERS JUNIOR LEAGUE CLUB INC. - A20223479 (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

In accordance with Council's Community Lease Renewals Policy Directive (No. 2160-024), where a proposed lease renewal includes a lease area increase greater than either 20% of the original lease area or 250m², the proposed renewal must be considered by Council at a General Meeting, rather than by officers under delegated authority.

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

3.6 Financial Implications 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 Pine Rivers Junior League Club Inc. will provide the club with additional facilities to support its operations.

3.10 Human Rights Implications

Under the *Human Rights Act 2019 (Qld)*, Council must not make a decision which is incompatible with human rights. Council must also give proper consideration to any human rights relevant to its decision. Officers consider that there are no human rights implications relevant to Council's decisions.

3.11 Consultation / Communication

Cr Gillam (Division 8)
Relevant Council departments
Pine Rivers Junior League Club Inc.

6 FINANCE & CORPORATE SERVICES SESSION

(Cr M Constance)

**ITEM 6.1
COVID-19 RATES RELIEF MEASURES**

Meeting / Session: 6 FINANCE & CORPORATE SERVICES
Reference: A20437237 : 24 August 2020
Responsible Officer: JL, Financial Operations Manager (FCS Financial Operations)

Executive Summary

Council's support measures relating to rates and charges for ratepayers experiencing financial hardship as a result of the COVID-19 pandemic are due to cease on 30 September 2020. This report provides information on the operation and utilisation of each support measure over the preceding six months and makes recommendations in relation future rates related support measures to assist ratepayers continuing to experience financial hardship as a result of the COVID-19 pandemic.

RESOLUTION

Moved by Cr Cath Tonks

Seconded by Cr Tony Latter

CARRIED 13/0

1. Council notes Policy 2150-113 *Financial Hardship Policy (Coronavirus COVID-19)* ends at the conclusion of the current 1 July - 30 September 2020 rating period.
2. Council is satisfied that during the COVID-19 pandemic, the payment of rates or charges will cause hardship to landowners and that by granting the following concession it will encourage the economic development of the area.
3. That Council grants a rates concession under section 121 of the Local Government Regulation 2012:
 - a) to any ratepayers required to pay rates on property in the Moreton Bay Regional Council area who apply to Council and enter into a Council-approved payment plan; and
 - b) further to the resolution from the General Meeting on 13 May 2020 (Mayoral Minute #1, page 20/787), extend the period to which in interest on overdue rates and charges are not applicable to include the period 1 October 2020 to 31 March 2021.
4. That pursuant to section 257 of the *Local Government Act 2009*, Council delegates to the Chief Executive Officer the right to:
 - a) determine a ratepayer's eligibility for the concession under section 120(c) of the Local Government Regulation 2012;
 - b) enter into repayment plans with eligible ratepayers; and
 - c) determine the form of the Repayment Plan Agreement.
5. Consistent with the period of the rates concession above, Council continue the suspension of rates collection activities to 31 March 2021.

ITEM 6.1 COVID-19 RATES RELIEF MEASURES - A20437237 (Cont.)

OFFICER'S RECOMMENDATION

1. Council notes Policy 2150-113 *Financial Hardship Policy (Coronavirus COVID-19)* ends at the conclusion of the current 1 July - 30 September 2020 rating period.
2. Council is satisfied that during the COVID-19 pandemic, the payment of rates or charges will cause hardship to landowners and that by granting the following concession it will encourage the economic development of the area.
3. That Council grants a rates concession under section 121 of the Local Government Regulation 2012:
 - a) to any ratepayers required to pay rates on property in the Moreton Bay Regional Council area who apply to Council and enter into a Council-approved payment plan; and
 - b) further to the resolution from the General Meeting on 13 May 2020 (Mayoral Minute #1, page 20/787), extend the period to which interest on overdue rates and charges are not applicable to include the period 1 October 2020 to 31 March 2021.
4. That pursuant to section 257 of the *Local Government Act 2009*, Council delegates to the Chief Executive Officer the right to:
 - a) determine a ratepayer's eligibility for the concession under section 120(c) of the Local Government Regulation 2012;
 - b) enter into repayment plans with eligible ratepayers; and
 - c) determine the form of the Repayment Plan Agreement.
5. Consistent with the period of the rates concession above, Council continue the suspension of rates collection activities to 31 March 2021.

REPORT DETAIL

1. Background

Following the onset of the current COVID-19 pandemic in March 2020, Council implemented a range of measures to assist property owners with the payment of rates and charges as outlined below:

- ***Financial Hardship Policy (Coronavirus COVID-19) (Rates Hardship Policy)***
At a Special Meeting on 25 March 2020 Council adopted *Financial Hardship Policy (Coronavirus COVID-19)*. This policy introduced the *Coronavirus Rates Rebate* which provided a rebate of \$100 for eligible properties on both the 1 April to 30 June 2020 and 1 July to 30 September 2020 rates notices. To be eligible for the rebate, at least one of the property owners had to be receiving the Coronavirus Supplement paid through Centrelink to recipients of various income support payments. The *Financial Hardship Policy (Coronavirus COVID-19)* is due to be reviewed prior to the expiration of the last applicable rating period (ending 30 September 2020).
- ***Interest Charges on Overdue Rates and Charges suspended for the period 1 April to 30 September 2020***
At the General Meeting of the 13 May 2020 (page 20/787), a Mayoral Minute was adopted by Council that outlined a range of additional COVID-19 support measures including the suspension of interest on overdue rates and charges for the period 1 April to 30 September 2020 and ability for ratepayers who are experiencing financial difficulty to enter into a payment plan to pay off their outstanding rates.

In addition to the above measures, all rates collection activities for the period 1 April to 30 September 2020 have been suspended to further assist ratepayers who are experiencing financial difficulty as a result of the COVID-19 pandemic.

ITEM 6.1 COVID-19 RATES RELIEF MEASURES - A20437237 (Cont.)

2. Explanation of Item

This report seeks to provide information to the Council in relation to the effectiveness of the support measure put in place to assist ratepayers during the COVID-19 pandemic and will make recommendations on future support measures beyond the planned 30 September 2020 cessation date.

Coronavirus Rates Rebate

The Coronavirus Rates Rebate introduced under the *Financial Hardship Policy (Coronavirus COVID-19)* was conceived in the early days of the pandemic. Eligibility for the rebate was tied to the receipt of the Federal Government's Coronavirus Supplement. The Coronavirus Supplement is an additional fortnightly payment on top of a number of existing income support payments (including JobSeeker) that are administered and paid through Centrelink.

At the time it was anticipated that the pandemic would result in mass job losses and those affected would seek Government support through Centrelink's JobSeeker income support payment. It was anticipated that as many as 35,000 properties would be eligible for the rebate at an estimated cost of approximately \$7 million over the two applicable rating quarters.

Following the introduction of the Coronavirus Rates Rebate, the Federal Government announced a further support measure, called the JobKeeper wage subsidy, to assist in managing the impacts of the pandemic on workers. The JobKeeper subsidy is paid to employers via the Australian Tax Office and is designed to subsidise the wages of employees where their employer has been adversely affected by the pandemic. The intent of the subsidy to assist eligible businesses to continue to pay their staff, thereby reducing the need to lay off staff.

The introduction of the JobKeeper subsidy significantly reduced the number of people who lost their job as a result of the pandemic and this in turn reduced the number of property owners eligible for the JobSeeker payment through Centrelink. Accordingly, the anticipated number of ratepayers eligible for the Council's Coronavirus Rates Rebate was substantially reduced.

Following the introduction of the JobKeeper subsidy, investigations were undertaken to determine if Council could expand the eligibility criteria for the Coronavirus Rates Rebate to recipients of the JobKeeper subsidy.

Unfortunately, there was no effective way to consistently verify the eligibility of a ratepayer for the JobKeeper subsidy.

In light of the above, it is recommended that the Coronavirus Rates Rebate not be continued beyond the planned 30 September 2020 cessation date.

Suspension of Interest Charges on Overdue Rates and Charges and Repayment Plans

Council has previously resolved not to charge interest on overdue rates and charges for the period 1 April to 30 September 2020. This period covers the final quarterly rates notice in the 2019/20 financial year and the first rating quarter of the 2020/21 financial year.

Interest on overdue rates and charges generally amounts to approximately \$250,000 per quarter depending on the level of rate arrears. Accordingly, the suspension of interest charges for the six-month period has come at a cost of approximately \$500,000.

Anecdotally the suspension of interest has been well received by ratepayers across the region. This support measure has provided assistance to both residential and commercial ratepayers experiencing financial difficulty by allowing additional time to pay their outstanding rates without incurring an additional penalty in the form of interest.

ITEM 6.1 COVID-19 RATES RELIEF MEASURES - A20437237 (Cont.)

Similarly, the ability to enter into a repayment plan has been utilised by approximately 630 ratepayers over the past two rating quarters. Of these:

- Approximately 30% of ratepayers have used the payment plan to pay off all of their outstanding rates and charges.
- A further 30% of ratepayers in a payment plan continue to pay off their outstanding rates and have less than one quarter's rates outstanding.
- Approximately 20% of properties in a payment plan have the past two quarters rates bills still outstanding; and
- The final 20% of properties have outstanding rates that pre-date the COVID-19 pandemic.

As at the end of the March 2020 quarter, prior to the full impact of the COVID-19 pandemic, Council's rate arrears were 3.16% of annual rates and charges. The rate arrears for the end of the June 2020 quarter have increased to 3.36% of annual rates and charges. Given the effects of the pandemic, this increase in arrears is not unexpected.

At a high level, rates receipts as a proportion of total rates and charges levied still remains strong despite the pandemic. As shown in table 1 below, although reducing slightly in 2019/20 Q4, this proportion remained above 99%.

Table 1: Receipts as a proportion of total rates and charges levied by quarter

	Prior to Suspension of Interest Charges			Post Suspension of Interest Charges	
	2019/20 Q1	2019/20 Q2	2019/20 Q3	2019/20 Q4	2020/21 Q1 *
Rates and charges levied	\$90,164,896	\$90,518,826	\$90,705,968	\$90,517,615	\$92,239,312
Total Rates receipts	-\$90,050,158	-\$89,967,142	-\$90,189,402	-\$89,776,183	-\$85,756,279
Proportion of Levied Rates paid by the end of the quarter	99.87%	99.39%	99.43%	99.18%	92.97%

* Amounts as at 25/08/2020. Receipts for the 2020/21 Q1 period to date are generally consistent with total receipts at this point in previous quarters. Should this pattern continue we anticipate the proportion of levied rates paid by the end of 2020/21 Q1 to be in excess of 99%.

The effects of the pandemic are undoubtedly still being felt by parts of our community and will do so beyond the current expiry of these measure on 30 September 2020. For this reason, it is proposed that the current suspension of interest on overdue rates and charges, and the offer of payment plans, be extended to cover the period 1 October 2020 to 31 March 2021.

The suspension of interest for a further two rating quarters will come at a cost of approximately \$500,000 in reduced revenue from penalty interest charges.

Furthermore, it is proposed that during this extension period a Rates Hardship Policy be developed which will provide framework for the assessment of cases of financial hardship and provide a mechanism to support eligible ratepayers into the future. The proposed Rates Hardship Policy will be in place ready for the recommencement of the charging of interest on overdue rates and charges on 1 April 2021. From this date, the Rates Hardship Policy will be used to assess ratepayers experiencing financial hardship and provide targeted assistance to those ratepayers who continue to need support.

Suspension of Rates Collection Activities

In response to the COVID-19 pandemic all rates collection activities were suspended from 1 April 2020. Similar to the suspension of interest charges, this measure was implemented to provide ratepayers experiencing financial hardship as a result of the pandemic time to be able to pay their outstanding rates and charges without incurring additional costs or being subject to legal action.

ITEM 6.1 COVID-19 RATES RELIEF MEASURES - A20437237 (Cont.)

In line with the proposal for the suspension of interest charges, it is proposed that Council continue with the suspension of rates collection activities until 31 March 2021.

Mechanisms to assist ratepayers experiencing financial hardship beyond this period, including exclusion from rates collection activities, will be addressed in the proposed Rates Hardship Policy that will be developed prior to 31 March 2021.

3. Strategic Implications

3.1 Legislative / Legal Implications

It is proposed to use the concession powers under section 121 of the Local Government Regulation 2012 will be used to allow the suspension of interest on overdue rates and charges.

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

Policy 2150-113 Financial Hardship Policy (Coronavirus COVID-19) ends at the conclusion of the current 1 July - 30 September 2020 rating period.

3.4 Risk Management Implications

The risk to Council is largely financial with the relief measures likely to impact cashflow. The impacts have been assessed based on the best available information and will continue to be monitored.

3.5 Delegated Authority Implications

As outlined in the recommendation, a delegation to the CEO under section 257 of the *Local Government Act 2009* will be required to allow the identification of eligible ratepayers and payment plan terms.

3.6 Financial Implications

The suspension of interest for the period 1 October to 31 March 2021 will come at a cost of approximately \$500,000 in reduced revenue from penalty interest charges.

3.7 Economic Benefit Implications

The proposed extension of the support measures to assist with the payment of rates will benefit local businesses experiencing financial hardship.

3.8 Environmental Implications

Nil identified

3.9 Social Implications

The proposed extension of the support measures to assist with the payment of rates will benefit ratepayers experiencing financial hardship as a result of the COVID-19 pandemic.

3.10 Human Rights Implications

Nil identified

3.11 Consultation / Communication

This report was prepared in consultation with:

- Director Finance and Corporate Services
- Manager Legal Services

11. NOTIFIED GENERAL BUSINESS ITEMS OR RESPONSE TO QUESTIONS TAKEN ON NOTICE

**ITEM 11.1
WOODFORD WASTE TRANSFER STATION - ILLEGAL DUMPING**

Cr Tony Latter raised concerns regarding illegal dumping at Woodford Waste Transfer Station.

Cr Sandra Ruck commented that illegal dumping is an issue around the whole Moreton Bay Region. Cr Latter agreed to include an additional motion to those originally intended and moved the following motions:

RESOLUTION

Moved by Tony Latter

Seconded by Cr Adam Hain

CARRIED 13/0

1. That the Chief Executive Officer put actions in place to rectify bush land surrounding the Woodford Waste Transfer Station and remove illegally dumped waste.
2. That the Chief Executive Officer investigates methods and options to deter illegal dumping in the area surrounding Woodford Waste Transfer Station in conjunction with the local Councillor.
3. That the Chief Executive Officer investigates options to support residents to dispose of larger items in the Woodford Waste Transfer Station catchment area and bring findings back to a Council Briefing.
4. That the Chief Executive Officer investigates methods and options to deter illegal dumping in the Moreton Bay Region.

**ITEM 11.2
NAMING OF BRUCE HIGHWAY DECEPTION BAY ROAD INTERCHANGE**

Cr Peter Flannery (Mayor) referred to an earlier condolence and proposed that Council make representation to the Department of Transport & Main Roads recommending that the Deception Bay Overpass (Bruce Highway Deception Bay Road Interchange), once constructed, be named after the late Mr Paul Rooney.

RESOLUTION

Moved by Cr Peter Flannery (Mayor)

Seconded by Cr Mark Booth

CARRIED 13/0

That Council supports the Mayor writing to the Hon Mark Bailey MP, Minister for Transport and Main Roads making representation to the Minister to support the naming of the new bridge for the Deception Bay Overpass (the Bruce Highway Deception Bay Road Interchange) once constructed, as the 'Paul Rooney Bridge'.

ADJOURNMENT

The meeting adjourned at 10.31am for morning tea.

The meeting resumed at 10.59am.

UNCONFIRMED

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.

ITEM C.1 - DECLARATION OF INTEREST

Conflict of Interest - Declaration - Cr Darren Grimwade

Pursuant to s175E of the *Local Government Act 2009*, Cr Darren Grimwade declared a real conflict of interest in Item C.1 as Mr Paul Gripske, a lessee at the Redcliffe Aerodrome via a Superannuation Fund he holds an interest in, is a Director of Roy Gripske & Sons Pty Ltd. Cr Grimwade received a political donation in the amount of \$2000 from Roy Gripske & Sons Pty Ltd on 12 February 2020, for the Councillor's 2020 election campaign.

Cr Darren Grimwade retired from the meeting at 11.00am taking no part in the debate or resolution regarding same.

Conflict of Interest - Declaration - Cr Sandra Ruck

Pursuant to s175E of the *Local Government Act 2009*, Cr Sandra Ruck declared a real conflict of interest in Item C.1 as Mrs Loretta Kelly, a part-owner of Flinders Aviation, a company at the Redcliffe Aerodrome, supported Cr Ruck's 2020 electoral campaign with donations totalling \$970, as follows:

- a) \$900 on 22 November 2019 deposited into Cr Ruck's Campaign Account as payment for 12 dinner tickets for a fundraising dinner which included meals and two guest speakers for which Mrs Kelly's guests repaid Mrs Kelly on the night;
- b) \$50 on 18 January 2020 deposited into Cr Ruck's Campaign Account in lieu of her attendance at a second fundraiser event; and
- c) \$20 on 23 February 2020 paid in cash at the door as an entry fee to a third fundraising event.

Further, Mrs Kelly has been a friend of Cr Ruck for a number of years and Cr Ruck has attended one meeting at the aerodrome with Mrs Kelly as did other Division 5 candidates, to discuss concerns at the aerodrome.

Cr Ruck understands that Mrs Kelly's interest in the matter is that she is a concerned lease holder, owning the building of Flinders Aviation but not the land on which the building stands.

Cr Sandra Ruck retired from the meeting at 11.01am taking no part in the debate or resolution regarding same.

CLOSED SESSION

RESOLUTION

Moved by Cr Mick Gillam

Seconded by Cr Jodie Shipway

CARRIED 11/0

Crs Grimwade and Ruck had declared a Conflict of Interest and had left the meeting

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

- (a) Item C.1 pursuant to s275 (1) of the Local Government Regulation 2012, clause (e); and
- (b) Item C.2 - Confidential general business item as notified by Cr Matt Constance, pursuant to s275 (1) of the Local Government Regulation 2012, clause (h).

Livestreaming of the meeting was paused.

The closed session commenced at 11.02am.

ATTENDANCE

Following discussion on Item C.1, Cr Darren Grimwade and Cr Sandra Ruck were invited to return to the meeting at 11.05am to participate in discussion on the confidential general business item as notified by Cr Matt Constance (Item C.2).

Subsequent to discussion and debate on Item C.2, Cr Darren Grimwade and Cr Sandra Ruck again retired from the meeting at 11.11am in accordance with their previous declaration regarding Item C.1.

OPEN SESSION

RESOLUTION

Moved by Cr Cath Tonks

Seconded by Cr Denise Sims (Deputy Mayor)

CARRIED 11/0

Crs Grimwade and Ruck having declared an earlier conflict of interest in item C.1, had left the meeting

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

The open session (live-streaming) resumed at 11.12am.

12a. CONFIDENTIAL OFFICERS' REPORTS TO COUNCIL

ITEM C.1 – CONFIDENTIAL
REDCLIFFE AERODROME LEASING MATTERS

Meeting / Session: 5 COMMUNITY & ENVIRONMENTAL SERVICES
Reference: A20523666 : 14 September 2020
Responsible Officer: AS, Manager Property Services (CES Property & Commercial Services)

Basis of Confidentiality

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

Executive Summary

This report seeks a Council resolution to adopt a rental rate and lease tenure term at the Redcliffe Aerodrome.

RESOLUTION

Moved by Cr Karl Winchester

Seconded by Cr Jodie Shipway

CARRIED 11/0

Crs Grimwade and Ruck had declared a conflict of interest and had left the meeting.

1. That the proposed lease rental rates and tenure term as outlined in this report, be adopted.
2. That the Chief Executive Officer be authorised to take all action necessary including, but not limited to, negotiating, making, amending, signing and discharging the leases and any required variations of the lease on the Council's behalf, as described in this report.

ATTENDANCE

Cr Darren Grimwade and Cr Sandra Ruck returned to the meeting at 11.14am after consideration on Item C.1.

CLOSED SESSION

RESOLUTION

Moved by Cr Matt Constance

Seconded by Cr Cath Tonks

CARRIED 13/0

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

Livestreaming of the meeting was paused.

The closed session commenced at 11.14am.

OPEN SESSION

RESOLUTION

Moved by Cr Matt Constance

Seconded by Cr Cath Tonks

CARRIED 13/0

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

The open session resumed at 11.17am.

12b. CONFIDENTIAL GENERAL BUSINESS

ITEM C.2 – CONFIDENTIAL

LAND ACQUISITION ELIGIBILITY INVESTIGATION

A20545463; A20598426 - Confidential File Note

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.

Cr Matt Constance moved the following motion:

RESOLUTION

Moved by Cr Matt Constance

Seconded by Cr Cath Tonks

CARRIED 13/0

1. That Council officers assess the properties discussed in closed session (as described in confidential file note A20545463) for eligibility under Council's Strategic Land Acquisition fund or Councils recently announced Land Buyback Program for Environmental Purposes Policy 2150-118.
2. That the Chief Executive Officer be authorised to engage in the market processes as necessary to establish the feasibility of acquiring these properties if they are eligible under the above-mentioned Council policies and a report be provided back to Council.

CLOSURE

There being no further business the Chairperson closed the meeting at 11.19am.

CHIEF EXECUTIVE OFFICER'S CERTIFICATE

I certify that minute pages numbered 20/1690 to 20/1733 constitute the minutes of the General Meeting of the Moreton Bay Regional Council held 16 September 2020.

Anthony Martini
Acting Chief Executive Officer

CONFIRMATION CERTIFICATE

The foregoing minutes were confirmed by resolution of Council at its meeting held Wednesday 7 October 2020.

Anthony Martini
Acting Chief Executive Officer

Councillor Peter Flannery
Mayor