



# AGENDA

## GENERAL MEETING

**Wednesday 23 June 2021**

commencing at 9.30am

Strathpine Chambers  
220 Gympie Road, Strathpine

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**COUNCILLOR:**

NOTICE IS HEREBY GIVEN, that a General Meeting of the Moreton Bay Regional Council will be held on Wednesday 23 June 2021 commencing at 9.30am in Strathpine Chambers, 220 Gympie Road, Strathpine to give consideration to the matters listed on this agenda.

Greg Chemello  
Chief Executive Officer

17 June 2021

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**Membership = 13**  
Mayor and all Councillors

**Quorum = 7**

[Agenda for public distribution](#)

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## **STATEMENT - ATTENDEES AND LIVESTREAMING**

The Mayor to advise that the meeting will be live streamed and the video recording of the meeting will be available on the council's website.

Attendees must be aware that incidental capture of an image or sound of persons in the public gallery, may occur.

By remaining at the meeting attendees consent to being filmed and the possible use of their image and sound being published in the live streaming and recorded video of this meeting.

### **1. ACKNOWLEDGEMENT OF COUNTRY**

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Mayor, or nominee, to provide the Acknowledgement of Country.

### **2. OPENING PRAYER / REFLECTION**

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Mayor, or nominee, to provide the opening prayer / reflection for the meeting.

### **3. ATTENDANCE & APOLOGIES**

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#### **Attendance:**

Cr Peter Flannery (Mayor) (Chairperson)

#### **Apologies:**

Crs Cath Tonks and Tony Latter will be representing Council at the Australian Local Government Association - 27<sup>th</sup> National General Assembly to be held on 20-23 June 2021 in Canberra.

### **4. MEMORIALS OR CONDOLENCES**

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

### **5. CONFIRMATION OF MINUTES FROM PREVIOUS GENERAL MEETING**

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#### **General Meeting - 9 June 2021 (Pages 21/751 - 21/845)**

**RESOLUTION** that the minutes of the General Meeting held 9 June 2021, be confirmed.

***Attachment #1 Unconfirmed Minutes - General Meeting 9 June 2021***

## 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, and Council responses to petitions tabled and community comment addresses (at the discretion of the CEO).

### 7.1. Response to Petition: Cheryl Williams - Reduction of speed, noise abatement and painting of pedestrian crossing along Prince Edward Parade, Redcliffe (62117069)

At the General Meeting held 28 April 2021, Council received a petition from Cheryl Williams regarding the reduction of speed, noise abatement and painting of pedestrian crossing along Prince Edward Parade, Redcliffe.

Pre

A copy of Council's response to the Chief Petitioner is provided for Council's information.

***Attachment #1 Petition response letter - Cheryl Williams***

## 8. 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.

## 9. CONFLICTS OF INTEREST NOTIFIED TO THE CEO

*Conflicts of interest notified to the CEO where not specifically related to an item on this agenda*

### 9.1. Declarable Conflict of Interest - Cr Matt Constance

At the General Meeting held 9 June 2021, Cr Matt Constance declared a conflict of interest in relation to Craig Shim of Alphacrane, a personal friend, who was recommended for appointment as an external member to the Regional Economic Development Strategy Taskforce and elected to not participate in decisions relating to the matter.

Subsequent to the appointment process now being finalised, Cr Constance has reconsidered his previously declared conflict and Pursuant to s150EQ of the Local Government Act 2009, Cr Constance informed the meeting of a declarable conflict of interest in potential future matters relating to the Regional Economic Development Strategy Taskforce.

Cr Constance is firmly of the opinion that he could participate in decisions relating to the Regional Economic Development Strategy Taskforce and seeks Council approval to participate in decisions including discussion, debate and voting.

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

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**1 GOVERNANCE & ENGAGEMENT SESSION**

**(Cr P Flannery, Mayor)**

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**ITEM 1.1  
REVIEW OF CORPORATE STRUCTURE**

*Meeting / Session:* 1 GOVERNANCE & ENGAGEMENT  
*Reference:* 62227675 : 14 June 2021 - **Refer Supporting Information 62227724, 62227788**  
*Responsible Officer:* GC, Chief Executive Officer (CEOs Office)

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**Executive Summary**

Pursuant to section 196 of the *Local Government Act 2009*, (Act), the Council must have an organisational structure that is appropriate to the performance of its responsibilities.

Council's corporate structure has been one of continuous progression to enable the ongoing delivery of services as efficiently and effectively as possible. This report provides recommendations for Council in relation to changes which will contribute to the Council's goals for effective and sustainable service delivery.

**OFFICER'S RECOMMENDATION**

1. That the corporate structure be approved as contained in supporting information #1, effective from 1 July 2021.
2. That Council reaffirms the role of Deputy Chief Executive Officer to continue to be undertaken by Anthony Martini (proposed renaming to Director Projects & Asset Services), and existing delegations relating to appointment of an acting CEO (when required), as detailed in the report.
3. That the Chief Executive Officer be authorised to do all things necessary to implement the new structure.



## ITEM 1.1 REVIEW OF CORPORATE STRUCTURE - 62227675 (Cont.)

### REPORT DETAIL

#### 1. Background

A review of the overall corporate structure has been undertaken, and is reported to the Council for adoption.

#### 2. Explanation of Item

The corporate structure has been reviewed and revised to meet the ongoing needs of the service delivery requirements of the organisation.

Ideally, a local government's organisational structure should deliver both internal and external service functions. Council's corporate structure reflects those functions based on the progressively detailed framework outlined below:

- **Directorates** - being the 5 key operational areas of Council
- **Departments** - being the key operational areas within each Directorate, as well as direct reporting teams to the CEO (Strategy & Engagement, Economic Development, Legal Services and Internal Audit) also being defined as Departments
- **Branches**
- **Sections**
- **Units**

The Executive Leadership Team (ELT) comprises the CEO, the 5 Directors and the Manager Strategy & Advocacy (proposed title) and Chief Economic Development Officer.

The recent review has identified the following proposed changes to the Directorates established within the corporate structure:

#### 2.1 Directorate of Engineering, Construction and Maintenance (Projects & Asset Services)

It is proposed that the responsibilities of the Engineering, Construction & Maintenance (ECM) directorate be amended to include identified functions currently within the Infrastructure Planning directorate), and that the directorate be re-titled Projects & Asset Services (PAS).

The change is recommended because the ELT considers that the Asset Management, Capital Program Planning and Surveying & Cadastral Services functions are better aligned with the project-related functions of the current ECM directorate rather than the more strategic planning approach of the Infrastructure Planning directorate.

The proposed renaming of ECM to Projects & Asset Services represents a more contemporary and accurate name for this functional area that delivers council capital projects and undertakes maintenance of council's assets.

#### 2.2 Directorate of Infrastructure Planning

This directorate currently reports direct to the Director Engineering, Construction and Maintenance.

This was established some years ago when Infrastructure Planning was first carved from the ECM directorate.

Given the passage of time, and evolution of the directorate's roles, including in relation to the Local Government Infrastructure Plan (LGIP), it is proposed that this directorate's current reporting line be amended to report direct to the CEO.

*ITEM 1.1 REVIEW OF CORPORATE STRUCTURE - 62227675 (Cont.)*

2.3 Strategy & Engagement Department (Strategy & Advocacy)

This department was also established some years ago when Council's engagement and advocacy function was in its infancy.

The proposed renaming of this department to "Strategy & Advocacy" more accurately reflects the role and is the key driver of the new Advocacy Plan.

The proposed corporate structure is provided in supporting information #1.

2.4 Deputy Chief Executive Officer / Acting Chief Executive Officer

It is proposed that Council reaffirms the role of Deputy Chief Executive Officer (DCEO) continue to be undertaken by Anthony Martini (proposed renaming to Director Projects & Asset Services).

Further, it is proposed that Council reaffirms:

- a) the previously delegated power to the CEO to appoint an acting CEO in circumstances where the CEO plans to be absent from duty and provided the CEO first consults the Mayor (Council Delegation No. 073 - refer supporting information #2), and
- b) the established default position (determined under delegation 18 March 2020) that where Council Delegation No. 073 does not apply or the Chief Executive Officer has not otherwise appointed a person to act in his role under that delegation, Council makes the following appointment to the position of acting Chief Executive Officer pursuant to section 195 *Local Government Act 2009*:
  - (i) during periods when the Chief Executive Officer is absent from duty or cannot, for any reason perform the role, the Deputy Chief Executive Officer;
  - (ii) during periods when both the Chief Executive Officer and the Deputy Chief Executive Officer are absent or when neither of them can for any reason perform the role of Chief Executive Officer, the longest serving available Council Director.

**3. Strategic Implications**

3.1 Legislative / Legal Implications

The Council must approve an appropriate organisational structure in order to comply with section 196 of the *Local Government Act 2009* (Act). Appointments to the organisational structure must be in accordance with the Act.

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

The structure has been developed in accordance with the provisions of the Act.

3.4 Risk Management Implications

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

3.5 Delegated Authority Implications

The continual evolution of the organisational structure will allow for the proper consideration of appropriate delegations to ensure Council operates efficiently and effectively.

3.6 Financial Implications

The financial implications of the organisational structure are within the current budget.

*ITEM 1.1 REVIEW OF CORPORATE STRUCTURE - 62227675 (Cont.)*

3.7 Economic Benefit Implications  Nil identified

3.8 Environmental Implications  Nil identified

3.9 Social Implications  Nil identified

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 decision in this matter.

3.11 Consultation / Communication

The proposed structure has been developed by the Chief Executive Officer in consultation with the Executive Leadership Team.

**SUPPORTING INFORMATION**

Ref: [62227724](#), [62227788](#)

The following list of supporting information is provided for:

**ITEM 1.1  
REVIEW OF CORPORATE STRUCTURE**

***#1 Draft MBRC Corporate Structure***

***#2 Council-073 - Appointment of Acting CEO - LGA s195***

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**2 INFRASTRUCTURE PLANNING SESSION**

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**(Cr A Hain)**

No items for consideration.

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**3 ENGINEERING, CONSTRUCTION & MAINTENANCE SESSION**

**(Cr B Savige)**

**ITEM 3.1**

**SOLE SUPPLIER - CONCEPT SAFETY SYSTEMS (TRADING AS LOCATRIX) -  
MAINTENANCE OF EMERGENCY RESPONSE AND INDUCTION SYSTEM  
'PLANSAFE'**

*Meeting / Session:* 3 ENGINEERING, CONSTRUCTION & MAINTENANCE  
*Reference:* 62220552 : 14 June 2021  
*Responsible Officer:* WB, Technical Officer (Buildings & Facilities) (ECM Asset Maintenance)

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**Executive Summary**

Maintenance of Council's Interactive Package for Emergency Response and Induction ('Plansafe') is undertaken through a maintenance agreement with Concept Safety Systems (trading as Locatrix) which is due to expire 30 June 2021.

'Plansafe' is an online system which was developed specifically for Council and installed in 2013; the system encompasses fire evacuation plans, diagrams and an online site induction program. In 2013 Council endorsed 'Concept Safety Systems' as a sole supplier to provide this service, however recently 'Concept Safety Systems' changed their trading name to 'Locatrix'. Locatrix has performed satisfactorily during this the current contract period.

Under section 235(a) of the Local Government Regulation 2012, Council may, by resolution, purchase goods and services from a single supplier without seeking competitive quotations. Such purchases may only be made where the local government is satisfied that there is only one supplier who is reasonably available.

This report seeks Council's approval that in accordance with section 235(a) of the Local Government Regulation 2012, Council is satisfied that Locatrix is the sole supplier available to provide maintenance and support to the 'Plansafe' interactive package for emergency response and induction system at Council buildings and facilities.

**OFFICER'S RECOMMENDATION**

1. That in accordance with section 235(a) of the Local Government Regulation 2012, Council is satisfied that Locatrix is the sole supplier that is reasonably available to undertake the ongoing maintenance of the 'Plansafe' interactive package for emergency response and induction system at Council buildings and facilities.
2. That Council enters into an agreement with Locatrix to undertake the ongoing maintenance of the 'Plansafe' interactive package for emergency response and induction system at Council buildings and facilities.
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 Locatrix to undertake the ongoing maintenance of the 'Plansafe' interactive package for emergency response and induction system at Council buildings and facilities and any required variations of the agreement on Council's behalf.

*ITEM 3.1 SOLE SUPPLIER - CONCEPT SAFETY SYSTEMS (TRADING AS LOCATRIX) - MAINTENANCE OF EMERGENCY RESPONSE AND INDUCTION SYSTEM 'PLANSAFE' - 62220552 (Cont.)*

**REPORT DETAIL**

**1. Background**

A review was conducted in 2012 of Council's Health, Safety and Environment (HSE) approach which identified serious issues around Council's fire safety and evacuation systems and processes and its contractor management and controls.

As a result of this review, considerable changes have occurred to the way HSE practices are now undertaken in Council. The *Building Fire Safety Regulation 2008 and Australian Standard 3745-2010 and Work Health & Safety Act 2011* are the relevant legislation that deals with fire safety and evacuation and contractor requirements.

The Emergency Planning Committee (EPC) determined to investigate all issues of non-compliance and report back. As a result of the investigation, the EPC was made aware of an organisation which commercialised the Fire Emergency Program developed by the Queensland Fire and Emergency Service (QFES) to provide an effective one stop shop provider for all the issues of non-compliance faced by Council.

In 2013 Council approval was given (Council Report ENDORSED GM20130129 dated 29 January 2013) to develop, implement and maintain an online Interactive Package for Emergency Response and Induction System.

Over the past seven years, Council has continued to maintain this system with the current maintenance arrangement due to expire 30 June 2021. Ongoing maintenance of the 'Plansafe' system is required, however, is deemed to still meet Council's needs and is not planned for replacement in the near future.

**2. Explanation of Item**

**Online Site Induction Program**

**General Evacuation Instruction** – Section 35 of the *Building Fire Safety Regulation 2008* - The following instructions are to be given as soon as practicable but no later than 2 days after the person starts work in the building. A worker includes any contractor, visitor, employee or volunteer:

- The location of fire safety reference points for the building
- The procedures for evacuating the building

**First Response Evacuation Instruction** – Section 36 of the *Building Fire Safety Regulation 2008* – The following instructions are to be given to each person working in the building as soon as practicable, but no later than 1 month after the person starts work in the building and at intervals of no more than 2 years:

- Instruction in the use of manually operated fire alarms in the building
- Instruction in the use of fire-fighting equipment in the building

**Evacuation Coordination Instructions** - Section 38 of the *Building Fire Safety Regulation 2008* - requires Council to provide formal training to the nominated building evacuation team / chief and fire wardens. Training for all individuals must occur within 3 days of nomination and refresher training every 2 years.

As contractors are considered "workers" under Primary Duty of Care - Section 19 of the Work Health and Safety Act 2011 - Council is required to ensure they are appropriately inducted and aware of the work sites and their associated risks before commencing work.

**ITEM 3.1 SOLE SUPPLIER - CONCEPT SAFETY SYSTEMS (TRADING AS LOCATRIX) - MAINTENANCE OF EMERGENCY RESPONSE AND INDUCTION SYSTEM 'PLANSAFE' - 62220552 (Cont.)**

Locatrix uses the specific floor plans developed in 'Plansafe' which includes site and floor interactive maps that allow the individual to complete the appropriate training for their specific work site/environment to the level required by legislation. 'Plansafe' ensures ongoing compliance with all relevant legislation and the program is updated by the provider to reflect these changes.

As 'Plansafe' is an online tool, it also enables contractors, volunteers, visitors and hirers to enrol and complete the required level of site induction and first response fire training before arriving on site with all records and competency scores being retained as required for easy reporting and analysis for employees, contractors, volunteers, visitors and hirers.

'Plansafe' records and keeps all training records in the appropriate format so that reports advising expiry dates and training competencies can be exported. The program also allows for all training records relevant to each individual building to be held against that building so when a QFES audit occurs, all information is retained in the same location electronically so it can be provided immediately to the external auditor in the format that they require.

'Plansafe' ensures all required emergency training is available, site specific, auditable and immediately available for QFES as required. 'Plansafe' also has a history feature that retains the details of all individuals in the positions for each site; including their training records, to show Council's previous compliance, as well as enabling quick identification of trained individuals should their assistance be required.

'Plansafe' ensures compliance and allows for individuals to complete the training online and ensures all site-specific risks and "intricacies" are covered for each specific role at each specific site. The training is available immediately upon taking up the position and takes approx. 45 minutes.

'Plansafe' is used by all Council contractors, volunteers, visitors and hirers to complete site induction to ensure individuals are aware of Council's expectations and the basic fire training and risks associated with the work environment *before* commencing any work for Council.

On completion of induction training a certificate of completion is issued to each individual with an expiry date. This information is accessible to Council to confirm those who have current certification.

'Plansafe' is Locatrix's proprietary system for Site Induction and is particular to Locatrix as the developer of the System. Locatrix has been maintaining this system, as a sole supplier, since 2013.

## **Fire Evacuation Plans and Diagrams**

Sections 18 and 21 of the Building Fire Safety Regulation 2008 detail the requirements of what is to be included in an evacuation diagram such as entries, exits, routes to the exit that corresponds with the location, fire equipment, alarms, assembly areas, intercommunication devices in common areas. These must be kept up to date and displayed in buildings. The building diagrams are also used by staff for emergency preparedness training referred to above.

The Building Fire Safety Regulation 2008 Act requires that all of the above information plus other information is to be collated together in a single report titled Fire Evacuation Plan (FEP).

The Evacuation Diagrams provided by Locatrix are duplicated in 'Plansafe' as interactive plans, that allow staff to check locations of fire equipment, exits and other fire related information and ensures familiarity with the layout and design for staff, contractors, volunteers and hirers.

A written FEP is required under the legislation for each building that Council occupies. 'Plansafe' contains a site specific FEP for each building and as part of maintenance reviews the FEP annually to ensure the ongoing compliance of these plans in relation to legislative requirements and building changes. The FEP is contained online within 'Plansafe'.



*ITEM 3.1 SOLE SUPPLIER - CONCEPT SAFETY SYSTEMS (TRADING AS LOCATRIX) - MAINTENANCE OF EMERGENCY RESPONSE AND INDUCTION SYSTEM 'PLANSAFE' - 62220552 (Cont.)*

Maintenance includes annual building audit to ensure compliance with evacuation diagrams and FEP and updates/amendments as necessary.

'Plansafe' is Locatrix's proprietary system for Fire Evacuation Plans and Diagrams and is particular to Locatrix as developer of the System. Locatrix has been maintaining this system, as a sole supplier, since 2013.

**3. Strategic Implications**

**3.1 Legislative / Legal Implications**

Section 235(a) of the Local Government Regulation 2012 states that a local government may enter into a medium-sized contractual arrangement without first inviting written quotes if the local government resolves it is satisfied that there is only one supplier who is reasonably available.

**3.2 Corporate Plan / Operational Plan**

This project is consistent with the Corporate Plan outcome - Strengthening Communities: Safe neighbourhoods - a safe and resilient community.

**3.3 Policy Implications**

Compliance with Council's obligations and requirements for workplace health and safety for its employees and contractors with regards to fire safety, evacuation and (contractor) induction.

**3.4 Risk Management Implications**

There is a significant risk of monetary fines and actions against Council for failing to maintain compliance with elements of the legislation as highlighted in this report.

If an emergency occurs and causes injury or worse to any occupier of Council's buildings and Council has not been maintaining obligations under the legislation, the consequences will be significant.

Continued maintenance will ensure Council meets the legislative requirements promoting a safe work environment for staff, contractors, volunteers, hirers and members of the public.

**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 \$3.2M, providing the expenditure has been provided for in Council's annual budget.

As this report is seeking appointment of a Sole Supplier arrangement it is therefore reported to Council for consideration.

**3.6 Financial Implications**

Council has an annual budget allocated of \$94,930.00 in the 21-22 Operational Budget for maintenance of 'Plansafe'; this budget allocation has been based from previous years expenditure plus increases and is deemed to be sufficient moving forward.

Once the Sole Supplier arrangement recommended in this report is adopted, a request for quotation will be sourced from Locatrix for a schedule of rates for the maintenance of 'Plansafe' with the current budget amount for 21/22 expected to be sufficient.

Maintenance will be debited to budget numbers 20692 and 20735.

**3.7 Economic Benefit Implications**

Continued maintenance of 'Plansafe' significantly mitigates the risk of monetary fines and or actions ensuring that Council's meets its legislative obligations.

*ITEM 3.1 SOLE SUPPLIER - CONCEPT SAFETY SYSTEMS (TRADING AS LOCATRIX) - MAINTENANCE OF EMERGENCY RESPONSE AND INDUCTION SYSTEM 'PLANSAFE' - 62220552 (Cont.)*

3.8 Environmental Implications  Nil identified

3.9 Social Implications

Maintenance of 'Plansafe' ensures that legislative requirements and industry best practice are met and continues to demonstrate Council's commitment to its obligation as an actively responsible member of the local community.

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 and human rights relevant to its decision, Officers consider that there are no human right implications relevant to Council's decision in this matter.

3.11 Consultation / Communication

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

**ITEM 3.2**  
**TENDER - MOUNT GLORIOUS - CAMP CONSTABLE - FACILITY REDEVELOPMENT**

*Meeting / Session:* 3 ENGINEERING, CONSTRUCTION & MAINTENANCE  
*Reference:* 62218502 : 11 June 2021 - Refer **Confidential Supporting Information 62210194**  
*Responsible Officer:* TT, Project Engineer (ECM Project Management)

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**Executive Summary**

Tenders were invited for the 'Mount Glorious - Camp Constable - Facility Redevelopment (MBRC010797)' project. Tenders closed on the 3rd of June 2021, with a total of five tenders received, two of which were conforming.

It is recommended that the tender for the 'Mount Glorious - Camp Constable - Facility Redevelopment (MBRC010797)' project be awarded to J. Mac Constructions Pty Ltd for the sum of \$1,646,040 (excluding GST) as this tender was evaluated as representing the best overall value to Council.

The budget amount for this project is insufficient. To allow this project to proceed, this report is provided for Council consideration to commit an additional \$25,000 in the 21-22 FY quarter two financial review process.

**OFFICER'S RECOMMENDATION**

1. That the tender for the 'Mount Glorious - Camp Constable - Facility Redevelopment (MBRC010797)' project be awarded to J. Mac Constructions Pty Ltd for the sum of \$1,646,040 (excluding GST).
2. That the Council enters into an agreement with J. Mac Constructions 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 J. Mac Constructions Pty Ltd for the 'Mount Glorious - Camp Constable - Facility Redevelopment (MBRC010797)' project and any required variations of the agreement on Council's behalf.
4. That it be noted this project has been awarded in accordance with Council's Procurement Policy under the Competitive Local Business and Industry (local preference) initiative.
5. That to allow this project to continue, Council commits to the provision of an additional \$25,000 in the 21-22 FY quarter two financial review process towards the project.

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*ITEM 3.2 TENDER - MOUNT GLORIOUS - CAMP CONSTABLE - FACILITY REDEVELOPMENT - 62218502 (Cont.)*

## **REPORT DETAIL**

### **1. Background**

The project is located at Camp Constable, Mt Glorious Road, Mt Glorious. The project scope involves demolition of aged and non-compliant infrastructure, design, documentation and statutory approval of a new Community Hall including amenities and a new play facility and car parking.

The objective of the project is to replace existing aged and non-compliant infrastructure with purpose-built facilities that meet the needs of the local community. The local community is aware that the existing hall is being demolished and will not be available for the duration of the project. The new playground will address a current deficiency for play equipment in this community.

A separate specialist demolition contractor has been engaged by Moreton Bay Regional Council (MBRC) to undertake demolition works prior to building works commencing. These demolition works are scheduled to commence early July 2021 and be completed by late July 2021.

Construction works (community hall, carpark and playground) will commence late July 2021 and is estimated to take 26 weeks to complete, which includes an allowance of 5 weeks for wet weather.



**Figure 1. Location of Works**

### **2. Explanation of Item**

Tenders for the 'Mount Glorious - Camp Constable - Facility Redevelopment (MBRC010797)' project closed on the 3<sup>rd</sup> of June 2021, with a total of five tenders received, two of which were conforming. The tenders were assessed by the assessment panel in accordance with Council's Purchasing Policy and the selection criteria as set out in the tender documents.

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

ITEM 3.2 TENDER - MOUNT GLORIOUS - CAMP CONSTABLE - FACILITY REDEVELOPMENT - 62218502 (Cont.)

RANK	TENDERER	EVALUATION SCORE (Pre Local Preference)	EVALUATION SCORE (Post Local Preference)
1	J. Mac Constructions Pty Ltd	100.00	107.50
2	Auzcon Pty Ltd	86.41	86.41*
3	Sina Construction	Non-Conforming	
4	Hanson Heidelberg Cement Group	Non-Conforming	
5	Holcim (Australia) Pty Ltd (trading as Humes)	Non-Conforming	

\*not within price threshold of the local preference policy

**J. Mac Constructions Pty Ltd ('JMAC')** - submitted a comprehensive tender that demonstrated their experience on projects of similar scale and complexity. A tender clarification meeting was held on 14 June 2021, at which JMAC demonstrated their experience, methodology, understanding of the project and capability in delivery of the works. JMAC provided examples of relevant project experience, including the Karawatha Forest Discovery Centre (valued at \$5.7M) for Brisbane City Council, the Yarrabilba Sports Complex (valued at \$1.3M) and Usher Park Rugby League Clubhouse (valued at \$1.2M) for Logan City Council and the Petrie Mill Oval (valued at \$8.9M) for Moreton Bay Regional Council.

The evaluation panel recommends that the tender from JMAC represents the best overall value for Council.

**Auzcon Pty Ltd ('Auzcon')** - submitted a comprehensive tender, detailing their construction methodology and demonstrating their experience on similar projects, however, no additional benefits were identified for the higher price.

**Non-Conforming Tenders** - The tenders from Sina Construction, Hanson Heidelberg Cement Group and Holcim (Australia) Pty Ltd (trading as Humes) did not provide mandatory tender documentation.

### 3. Strategic Implications

#### 3.1 Legislative / Legal Implications

Due to the value of work being greater than \$200,000, Council called a public tender for the work through Council's eTendering Portal 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 - celebrating local arts, culture and 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.

Tenders were tested against Council's Procurement Policy under the Competitive Local Business and Industry (local preference) initiative.

ITEM 3.2 TENDER - MOUNT GLORIOUS - CAMP CONSTABLE - FACILITY REDEVELOPMENT - 62218502 (Cont.)

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.

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

*Construction Risks:*

- a. The recommended tenderer will provide a program of works, safety management plan, environmental management plan, and quality management documentation (or combined integrated management plans) as part of the contract to detail how they will plan, establish and manage project construction risks which will be reviewed and monitored by Project Management.
- b. The recommended tenderer has indicated that their project of works takes into consideration the provision of appropriate resources to be able to complete the project effectively.
- c. An allowance for wet weather (5 weeks) is included in the recommended tenderer's construction program.
- d. 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. At the tender clarification meeting, the recommended tenderer did not raise any foreseen COVID-19 related impacts which would affect material supply chains and overall delivery timeframes for the project works.
- e. Development Approval DA/39572/2019/V2L for 'Material Change of Use - Development Permit for Community Use' was received 01 October 2020 to facilitate project delivery.
- f. Dilapidation inspections will be conducted prior to works commencing on building and surrounding areas 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 \$3.2M, providing the expenditure has been provided for in Council's annual budget.

*The cost of this project requires an amendment to the budget allocation and is therefore reported to Council for consideration.*

3.6 Financial Implications

Council has allocated a total of \$2,073,866 for this project, consisting of \$70,000 in the 18-19 FY for planning, \$107,500 in the 19-20 FY for design and \$1,901,366 in the 20-21 FY for design and construction of this project.

All financial information below is excluding GST.

Planning (18-19 FY)	\$	14,919.00
Planning (19-20 FY)	\$	117,337.50
Design (20-21 FY)	\$	63,625.50
Demolition	\$	72,109.49
Tender Price (Construction)	\$	1,646,040.00
Contingency 10%	\$	164,604.00
Q-Leave (0.575%)	\$	9,867.18
Supervision/Admin Costs	\$	15,000.00

**Total Project Cost** **\$ 2,103,502.67**

Estimated ongoing operational/maintenance costs \$ 27,265 per F/Y.

*ITEM 3.2 TENDER - MOUNT GLORIOUS - CAMP CONSTABLE - FACILITY REDEVELOPMENT - 62218502 (Cont.)*

The budget amount for this project is insufficient. To allow this project to proceed, Council commits to the provision of an additional \$25,000 in the 21-22 FY quarter two financial review process.

3.7 Economic Benefit Implications

The project will replace redundant infrastructure and enable better utilisation of the site, providing potential future revenue from community or group use/hire.

3.8 Environmental Implications

An Integrated Management Plan (including environmental management) will be provided to Council by the recommended tenderer detailing the management of environmental matters affecting the project during construction. The Integrated Management Plan will be monitored and audited by Project Management during the construction phase.

3.9 Social Implications

Delivery of the project will provide a new community facility to meet the ongoing needs for community meetings, events and to support disaster management activities. The new playground will also address a current deficiency in this community for play equipment.

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 decision in this matter.

3.11 Consultation / Communication

A detailed communication plan has been prepared for this project. Communication strategies include project notices issued four weeks prior to commencement of works and project signs displayed on site prior to construction. The stakeholders, including the Mount Glorious Community Hall Association has been consulted regarding the project. The detailed communication plan will include fortnightly email updates to the Divisional Councillor and fortnightly webpage updates. The Divisional Councillor has been consulted and is supportive of the project.

**SUPPORTING INFORMATION**

Ref: [62210194](#)

The following list of supporting information is provided for:

**ITEM 3.2**

**TENDER - MOUNT GLORIOUS - CAMP CONSTABLE - FACILITY REDEVELOPMENT**

***Confidential #1 Tender Evaluation***



**ITEM 3.3**

**TENDER - LAWNTON - LAWNTON AQUATIC CENTRE - AMENITIES UPGRADE**

*Meeting / Session:* 3 ENGINEERING, CONSTRUCTION & MAINTENANCE  
*Reference:* 62128511 : 14 June 2021 - Refer **Confidential Supporting Information**  
**62106863**  
*Responsible Officer:* GM, Project Manager (ECM Project Management)

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**Executive Summary**

Tenders were invited for the 'Lawnton - Lawnton Aquatic Centre - Amenities Upgrade (MBRC010688)' project. The tender closed on 20 May 2021, with a total of two confirming tenders received.

It is recommended that the tender for the 'Lawnton - Lawnton Aquatic Centre - Amenities Upgrade (MBRC010688)' project be awarded to Intrec Management Qld for the sum of \$591,200 (excluding GST) as this tender was evaluated as representing the best overall value to Council.

**OFFICER'S RECOMMENDATION**

1. That the tender for the 'Lawnton - Lawnton Aquatic Centre - Amenities Upgrade (MBRC010688)' be awarded to Intrec Management Qld for the sum of \$591,200 (excluding GST).
2. That the Council enters into an agreement with Intrec Management Qld 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 Intrec Management Qld for the 'Lawnton - Lawnton Aquatic Centre - Amenities Upgrade (MBRC010688)' project and any required variations of the agreement on Council's behalf.
4. That it be noted this project has been awarded in accordance with Council's Procurement Policy under the Competitive Local Business and Industry (local preference) initiative.
5. That to allow this project to continue, Council commits to the provision of an additional \$300,000 in the 21/22 FY quarter two financial review process.

ITEM 3.3 TENDER - LAWNTON - LAWNTON AQUATIC CENTRE - AMENITIES UPGRADE - 62218502 (Cont.)

**REPORT DETAIL**

**1. Background**

The project is located the Lawnton Aquatic Centre, 1-25 Lawnton Pocket, Lawnton. The project scope includes the upgrade of the pool amenities to include a parent room which will include a shower and a toilet. Works will also include refurbishment of the current amenities. The objective of the project is to provide an amenity facility in an improved condition including compliance upgrade.

This project has originated as a result of inspections of multiple pool amenities across the MBRC. The existing deficiencies include amenities which lack a parent room, are aged and in need of refurbishment.

Construction is proposed to commence in July 2021 and take 10 weeks to complete. The works are not expected to be impacted by wet weather as the scope is contained within an existing building.

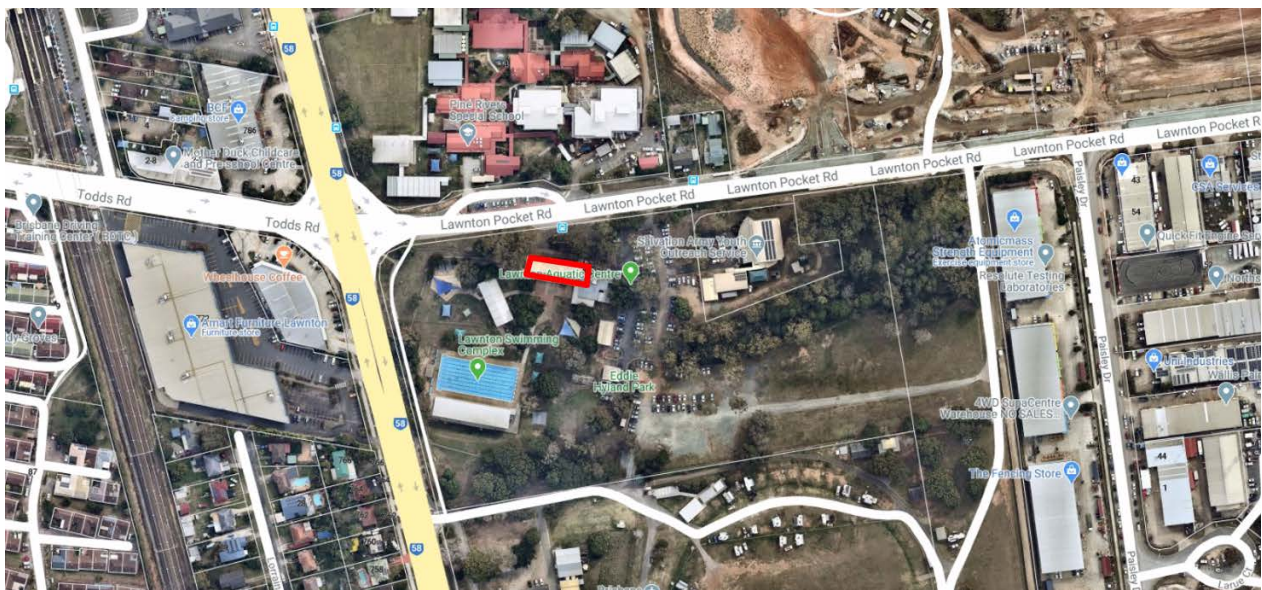


Figure 1 - Locality Plan

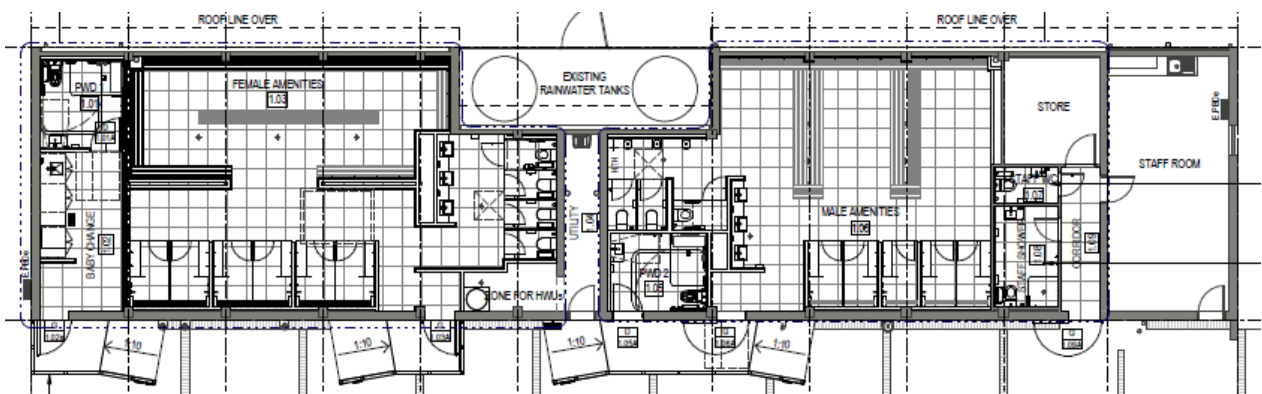


Figure 2 - Plan View

**2. Explanation of Item**

Tenders for the 'Lawnton - Lawnton Aquatic Centre - Amenities Upgrade (MBRC010688)' project closed 20 May 2021 with two conforming tenders received. The tenders were assessed by the assessment panel in accordance with Council's Purchasing Policy and the selection criteria as set out in the tender documents.

ITEM 3.3 TENDER - LAWNTON - LAWNTON AQUATIC CENTRE - AMENITIES UPGRADE - 62218502 (Cont.)

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

RANK	TENDERER	EVALUATION SCORE (Pre Local Preference)	EVALUATION SCORE (Post Local Preference)
1	Intrec Management Qld	100.00	107.50
2	Kimini Constructions Pty Ltd	93.13	93.13

**Intrec Management Qld ('IMQ')** - submitted a comprehensive tender that demonstrated their experience on projects of similar scale and complexity. A tender clarification meeting was held on 7 June 2021, at which IMQ demonstrated their relevant experience, methodology, understanding and capability in delivering the project. IMQ provided examples of similar projects including - North Lakes, The Corso, Tenancy Works (valued at \$164k) for Moreton Bay Regional Council and Dexus Property Group, Facility Upgrade (valued at \$1.7m) for Dexus Property Group, Sleeman Aquatic Centre - Amenities Upgrade (valued at \$565k) for BDT Architects and Stadiums Queensland.

The tender from IMQ was the lowest price offered and achieved the highest evaluation score. The evaluation panel recommends that the tender from Intrec Management Qld represents the best overall value to Council.

**Kimini Constructions Pty Ltd ('KC')** - submitted a comprehensive and well-presented tender, demonstrating their project experience: however, there were no additional benefits for the higher price.

### 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 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/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.

Tenders were tested against Council's Procurement Policy under the Competitive Local Business and Industry (local preference) initiative.

#### 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.

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

ITEM 3.3 TENDER - LAWNTON - LAWNTON AQUATIC CENTRE - AMENITIES UPGRADE - 62218502 (Cont.)

Construction Risks:

- a. The recommended tenderer will provide a program of works, staging plans, traffic management plans, safety management plan, environmental 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 natural environment and surrounding properties to ensure the safety and wellbeing 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 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. At the tender clarification meeting, the recommended tenderer did not raise any COVID-19 related impacts which would affect material supply chains and overall time delivery of the project works.
- e. The project has received Building and Plumbing Approvals.
- f. Dilapidation inspections will be conducted prior to works commencing on surrounding areas 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 \$3.2M, providing the expenditure has been provided for in Council's annual budget.

*The cost of this project requires an amendment to the budget allocation and is therefore reported to Council for consideration.*

3.6 Financial Implications

Council has allocated a total of \$405,000 for this project, consisting of \$50,000 in 20-21 FY Capital Projects Program for planning and design, with \$355,000 in the 21-22 FY Capital Projects Program for construction. All financial information provided is excluding GST.

Planning and Design (20-21 FY)	\$ 53,262.00
Tender Price (construction)	\$ 591,200.00
Contingency (10%)	\$ 59,120.00
<u>QLeave (0.575%)</u>	<u>\$ 2,317.00</u>
<b><u>Total Project Cost</u></b>	<b><u>\$ 705,899.00</u></b>

Estimated ongoing operational/maintenance costs \$ 3,547.20 per F/Y.

The budget amount for this Project is insufficient. To allow this project to continue, and for Council to enter into the agreement with Intrec Management Qld for the project, Council commits to the provision of an additional \$300,000 in the 21-22Y quarter two financial review process.

3.7 Economic Benefit Implications

The project will improve family and PWD facilities at this facility.

*ITEM 3.3 TENDER - LAWNTON - LAWNTON AQUATIC CENTRE - AMENITIES UPGRADE - 62218502 (Cont.)*

3.8 Environmental Implications

An Environmental Management Plan will be provided to Council by the recommended 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 upgrade of the amenities at Lawnton Aquatic Centre will provide equal opportunity and accessibility, for all community groups. The improved facility will foster greater community participation and wellbeing.

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 decision in this matter.

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. Weekly email updates will be provided for the Divisional Councillor. The Divisional Councillor has been consulted and is supportive of the projects.

**SUPPORTING INFORMATION**

**Ref: 62106863**

The following list of supporting information is provided for:

**ITEM 3.3**

**TENDER - LAWNTON - LAWNTON AQUATIC CENTRE - AMENITIES UPGRADE**

***Confidential #1 Tender Evaluation***

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## 4 PLANNING SESSION

(Cr D Grimwade)

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### ITEM 4.1 RESHAPING OUR REGION'S PLANNING

*Meeting / Session:* 4 PLANNING  
*Reference:* 62028142 : 10 June 2021 - **Refer Supporting Information: 62062507, 62212917**  
*Responsible Officer:* DH, Manager Strategic Planning and Place Making (PL Strategic Planning & Place Making)

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#### Executive Summary

It's critical that Council maintains an updated planning scheme to respond to the region's changing needs and to efficiently and effectively respond to community and other operational/ implementation issues that arise in development assessment. On-going recruitment, actions and numerous planning investigations undertaken in the last 12 months have placed the new Council in a better position to respond to these matters.

This report outlines a proposed approach to address community concerns with regards to development occurring across the region, through either amendments to the existing MBRC Planning Scheme 2016 (current planning scheme), or a new planning scheme.

The proposed approach includes:

- *Short-term (0-2 years):* targeted and prioritised policy (and interim policy) amendments to the current planning scheme to address urgent and critical community concerns;
- *Medium-term (2+ years):* neighbourhood and growth areas planning to deliver more localised responses to growth and development issues in established and emerging (new) neighbourhoods, and
- *Longer-term (5+ years):* delivery of a new planning scheme.

In light of the numerous and complex matters identified over the last 12 months, a new challenge has emerged of how to best prioritise, group and manage the various planning scheme changes through the State's planning scheme amendment process, which can take between 18-24 months.

To inform these outcomes, the '*Reshaping our Region's Planning Work Portfolio*' has been developed. This is a large and ambitious work portfolio that requires close monitoring as new items and shifts in priorities can have direct influences on the timing and delivery of other projects.

It should be noted that the timeframes in the '*Reshaping our Region's Planning Work Portfolio*' are estimates based on current information and circumstances.

#### OFFICER'S RECOMMENDATION

That the '*Reshaping our Region's Planning Work Portfolio*' be approved as appearing in supporting information #1.

ITEM 4.1 RESHAPING OUR REGION'S PLANNING - 62028142 (Cont.)

**REPORT DETAIL**

**1. Background**

The following resolution appears on minute page 20/620 of the General Meeting of Council held 13 May 2020:

Ex General Meeting held 25 February 2020 (Page 20/584):

**RESOLUTION**

That the Chief Executive Officer be requested to bring forward a report to the new Council which outlines an approach to address community concerns with regards to development occurring across the region, including issues such as building heights, dwelling density and environmental protection, through either amendments to the existing Moreton Bay Regional Planning Scheme, or a new planning scheme, or both.

Over the last year, numerous Council briefings (twelve (12)) have been conducted for the purpose of sharing information and providing advice/ views to Council on the matter. In line with Council's decision-making framework, an extract from the outcomes of the briefings held to date is attached to this report.

During 2020, Council invested considerably in the funding and recruitment of new staff into the *Strategic Planning and Place Making Department*. This has resulted in a new team to help Council better understand and respond to the region's urban development and growth challenges.

Early 2021, Council also created the *Environment and Sustainability Policy and Planning Department*. This department is currently undertaking recruitment for new staff and is in the process of developing a work program to respond to the region's environment and sustainability challenges. This work program when completed will inform future amendments to the current planning scheme and a new planning scheme, integrating State policies, contemporary approaches and emerging science to Natural Hazards Planning, Sustainability and Biodiversity Protection.

**2. Explanation of Item**

Planning Schemes generally

Council has a statutory obligation to prepare and maintain a planning scheme, in consultation with the community and State Government. Most amendments to a planning scheme's policy content requires approval by the State's Planning Minister.

A planning scheme works with a local government's corporate plan, community plan, capital works program, economic development strategy and other strategies/programs in shaping strong and resilient communities, fostering and supporting economic activity and protecting important assets. Its role as the "rule book" in development assessment is especially important. It underpins transparent and accountable decision-making by Council to achieve outcomes that are in the public interest. It should also support efficient development processes to ensure regulation does not cause undue delays and expense.

While it is important to review and amend planning schemes, the ongoing program of amendments also needs to be carefully managed. The statutory amendment process (governed by the State Government's *Minister's Guidelines and Rules 2017* (MGR) and Part 3 of the *Planning Act 2016*) can be time and resource intensive. Contemporary planning schemes also involve greater requirements for general "maintenance" than was previously the case.

While amendments may range in scope, policy changes typically involve new research and investigations, state agency engagement and review processes, community engagement and submission review (and response) before a final Ministerial review and sign-off process. A lack of community understanding or acceptance of the current performance-based planning framework and a high volume of submissions on any given topic can also be a significant challenge and take time to work through.



*ITEM 4.1 RESHAPING OUR REGION'S PLANNING - 62028142 (Cont.)*

MBRC Planning Scheme 2016

The MBRC Planning Scheme (current planning scheme) commenced in February 2016. Since that time Council has:

- delivered 'Major Amendment No.1' for various policy matters. This commenced 29 January 2020;
- commenced 'Major Amendment No.2' for Neighbourhood Development Area (NDP) No.1 for Caboolture West. This amendment was recently publicly notified;
- commenced investigations and preparations for a planning scheme amendment to update the Local Government Infrastructure Plan (LGIP); and
- commenced investigations and preparations for a planning scheme amendment in response to the Ministers' Temporary Local Planning Instrument (TLPI) No.1 of 2020 - Narangba Innovation Precinct East.

In addition, Council has also delivered The Mill Priority Development Area (PDA) Development Scheme (2017) and commenced investigations and preparations for a North Harbour Marina and Canal Estate PDA Declaration.

Notwithstanding, changes in growth pressures, development trends and local economic, social and environmental conditions have generated the need for further review and refinement of the current planning scheme. Community sentiment on key development outcomes and policy settings (such as building height, loss of local character, new growth areas, small-lot and medium-density housing and car parking etc.) has also triggered a desire for review. Additionally, state and regional policy changes have prompted the need for amendments to respond appropriately.

It's critical that Council maintains an updated planning scheme to respond to the region's changing needs and to efficiently and effectively respond to community and other operational/ implementation issues that arise in development assessment. In light of the current situation, there is an urgent need for Council to advance targeted and prioritised policy work to inform additional amendments to the current planning scheme.

It is considered that this is a more appropriate response and expeditious pathway to address these issues, as opposed to incorporating them into the preparation and delivery of a new planning scheme - given the time it would take to undertake and complete this task.

New Planning Scheme considerations

It's recognised the current planning scheme is at its 'half-life' and background research and preparations should be advanced in parallel to amendments to the current planning scheme to inform a new planning scheme (review) project.

To prepare for a new planning scheme a Regional Activity Centres, Employment Lands and a Housing Needs Investigation is likely to be needed, in addition to a range of other background (technical) research to guide the region's land use, infrastructure, environment, heritage, employment, urban design and built form outcomes into the future. Council will need to have also completed the necessary natural hazards investigations to support the required review and be compliant with the State Planning Policy (SPP) and SEQ Regional Plan. Some of this work has already commenced, including a Regional Employment Lands and Housing Needs (Choice, Diversity and Affordable Living) investigation/s.

Officers also acknowledge the review and update of the Community Vision, Corporate Plan and Council Strategies (and delivery of critical supporting plans) is interrelated with the commencement and preparation of a new planning scheme - as these documents will deliver critical local policy foundations and directions reflecting community views and attitudes gathered through their preparation.

ITEM 4.1 RESHAPING OUR REGION'S PLANNING - 62028142 (Cont.)

It is estimated there is a minimum of 1.5-years of preparatory/ policy foundation development required, including corporate strategy reviews, community plan updates, other community engagement and targeted background/ technical research to prepare Council for both a new planning scheme and the next review of the SEQ Regional Plan, foreshadowed as early as late 2022. This is in addition to an estimated minimum 2-year document build plus a 1-1.5-year State interest, community engagement and Ministerial approval process - totalling an estimated 5 years of dedicated project commitment.

Proposed Way Forward

To inform these outcomes and provide a pathway to respond to these issues and concerns, the 'Reshaping our Region's Planning Work Portfolio' (see Attachment) has been developed. The Portfolio is comprised of six (6) separate and supporting work programs that have been developed to respond to the region's unique short, medium and long-term growth and development needs. These include:

- a) Planning Scheme 2016 Reset Program;
- b) Great Places (Urban Design and Place Making) Program;
- c) Neighbourhood Planning Program;
- d) Growth Areas Program;
- e) Regional Planning Program; and
- f) New Planning Scheme (Review) Program (yet to commence).

Each program will deliver work in parallel to the others to help reduce delivery timeframes where possible.

The following is noted regarding the portfolio and its supporting work programs:

- The establishment of a forward program of amendments to the current planning scheme in the short term to prioritise and reset key planning scheme policy settings, in response to current community and industry expectations. The below was informed following numerous briefings with Council.

*The reset program proposes the following amendments:*

2021 -

- Major Amendment No. 2 - Caboolture West NDP No. 1 - current;
- Local Government Infrastructure Plan (LGIP) Interim Amendment No. 1 - Mid 2021;
- Minor & Administrative Amendment No. 2 - General items - 2021-2022;
- Major Amendment No. 3 - Content to include Secondary Dwellings, Off Street Parking Rates and Next Generation Neighbourhood Changes - End 2021/ Early 2022.

2022 -

- Major Amendment No. 4 - Narangba Innovation Precinct TLPI Response - Mid 2022;
- Minor & Administrative Amendment No. 3 - General items - 2022-2023;
- Major Amendment No. 5 - Content suggested to include Building Height Interim Policy Framework and Engineering Specifications Update and related items - Mid-Late 2022;
- Major Amendment No. 6 - Morayfield South Structure Plan, Kallangur-Dakabin Neighbourhood Plan - Early 2023.

*Note: Dates = draft amendment content is ready for Council consideration and State interest reviews.*  
*Note: Dates are subject to annual review.*

- The introduction of a Great Places (Urban Design and Place Making) work program to undertake a range of urban design investigations to guide the region's place-making, urban design and built form outcomes into the future.
- The return of neighbourhood and precinct planning to the region. This work program would be focused on identified existing urban neighbourhoods and include localised community engagement and the development of tailored responses to neighbourhood growth and development issues.
- The introduction of a Growth Areas work program to undertake and lead integrated land use and infrastructure planning for the region's new growth areas, including Caboolture West, Morayfield South and the North Harbour Priority Development Area Declaration proposal.
- The continuation of key priority projects such as the Regional Growth Management Strategy to better inform long-term regional growth directions and responses.

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ITEM 4.1 RESHAPING OUR REGION'S PLANNING - 62028142 (Cont.)

- The development of a 'Planning Division' Communications and Engagement Strategy to inform and guide interactions with the community on strategic planning, place making and development assessment matters.
- Early preparations for a new planning scheme whereby key policy foundations (or regional growth directions/ outcomes) can be considered holistically and not individually as separate amendments. This will be supported by a program of regional planning and growth monitoring investigations (e.g. updated background (technical) research) that will inform the preparation of an updated draft Strategic Framework (the first key step to developing a new planning scheme) and also help prepare Council for the next review of the SEQ Regional Plan.

The portfolio and its supporting work programs will help ensure the region grows and develops in greater harmony with its history and retains and enhances its reputation as a region of great places with a unique sense of identity.

It is recognised that good strategic policy development takes time and is informed by evidenced-based investigations and can also include tailored and fit-for-purpose community engagement as part of this process.

The statutory plan making process (governed by the State government's Minister's Guidelines and Rules (MGR) 2017 and the Planning Act) is time and resource intensive. The State Government's ability to service and respond to proposed planning scheme amendments also requires on-going engagement.

Planning scheme amendment packages need to be carefully coordinated and regard given to their size, issues and complexity. Best practice approaches support smaller 'issues focused' packages. This enables more effective state agency and community engagement and efficient plan making process overall. Conversely, larger or more 'issues loaded' packages take longer to prepare, tend to progress slower through State review processes and are more vulnerable to delays caused by unforeseen community responses or State agency issues.

This is a complex and challenging program with significant internal and external interdependencies. As such, there are inherent risks to its delivery at a local and state government level. Given the lag time to investigate and prepare draft amendment content, matters outside of Council's influence or new items or changes in priorities are key risks to its successful delivery, noting some delays are inevitable due to its current volume/ commitments and varying levels of community interest.

Major Amendment #6 (early 2023) is currently proposed as the last programmed amendment to the current planning scheme to enable a resources shift to new planning scheme content development. Critical matters only should be considered after this point however, this matter will require close monitoring.

To further inform the proposed portfolio and respond to current community and industry concerns, the following short-term/ next 12 months responses are proposed.

- Tailored community consultation as part of the Regional Growth Management Strategy and a Regional Environment and Sustainability Strategy;
- Tailored community consultation as part of Council's response to the Ministerial TLPI for the Narangba Innovation Precinct;
- Statutory public notification of proposed Planning Scheme Major Amendment 3, including policy updates for Secondary Dwellings, the Next Generation Neighbourhood Precinct and Off-street Car Parking rates;
- Tailored community consultation as part of a *proposed* Building Height Review - Coastal Communities Character and Design Outcomes Project; and
- Initiate a Planning Scheme 2016 'Current State (S.W.O.T.) Analysis' and 'State Planning Policy (SPP) Readiness/ Gap Assessment' whereby State Government, development industry and internal stakeholder feedback could be collected on specific planning scheme policy content, operational and technical issues, informed by community feedback from the 'Moreton Says' survey and other sources.

*ITEM 4.1 RESHAPING OUR REGION'S PLANNING - 62028142 (Cont.)*

This work would inform the scoping for a new planning scheme and identify outstanding information and further technical investigations required to meet the current SPP and pass State interest checks.

### **3. Strategic Implications**

#### **3.1 Legislative / Legal Implications**

Council has a legislative obligation to manage development in the region in accordance with relevant Federal and State legislation and policy documents, including the *Planning Act 2016*, *ShapingSEQ* and the State Planning Policy.

#### **3.2 Corporate Plan / Operational Plan**

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

#### **3.3 Policy Implications**

Officers from the Planning Division will work closely with the relevant State Agencies and Council Departments during the delivery of the '*Reshaping our Region's Planning Work Portfolio*' to ensure all policy interests and implications are managed.

#### **3.4 Risk Management Implications**

This is a complex and challenging program with significant internal and external interdependencies. As such, there are inherent risks to its delivery at a local and state government level. Matters outside of Council's influence, new items and shifts in priorities can have direct influences on the timing and delivery of other projects.

#### **3.5 Delegated Authority Implications            Nil identified**

#### **3.6 Financial Implications**

A portfolio budget has been established for the 2021/22 Financial Year in the Strategic Planning and Place Making Department. The delivery of the portfolio will require on-going budget commitment across future financial years.

#### **3.7 Economic Benefit Implications**

Ensuring relevant legislation and the MBRC Planning Scheme is implemented effectively and appropriately assists in attracting appropriate development into the Moreton Bay region and boosts economic activity.

#### **3.8 Environmental Implications**

Appropriately located and well-designed growth and urban development assists in the implementation of environmental outcomes identified within Federal, State and local policy documents, including the MBRC Planning Scheme.

#### **3.9 Social Implications**

Well planned growth and urban development supports positive social outcomes within the Moreton Bay Region.

#### **3.10 Human Rights Implications**

There are no known human rights implications arising as a result of this report. Key stakeholder engagement will be undertaken at relevant stages in the preparation and delivery of identified projects.

#### **3.11 Consultation/ Communication**

Public consultation will be undertaken at various stages in the preparation and delivery of identified projects and is required as part of any future amendments to the MBRC Planning Scheme.

**SUPPORTING INFORMATION**

Ref: [62062507](#), [62212917](#)

The following list of supporting information is provided for:

**ITEM 4.1  
RESHAPING OUR REGION'S PLANNING**

***#1 Reshaping our Region's Planning Portfolio***

***#2 Extracts from outcomes of relevant Council Briefings***

## ITEM 4.2 LAUNCH OF MBRC NEIGHBOURHOOD PLANNING PROGRAM

*Meeting / Session:* 4 PLANNING  
*Reference:* 61552990 : 8 June 2021  
*Responsible Officer:* LF, Coordinator Neighbourhood & Precinct Planning (PL Strategic Planning & Place Making)

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### **Executive Summary**

The MBRC Planning Scheme (planning scheme) is Council's primary document that identifies the planned future growth in the region. It is understood that in some established neighbourhoods, particular forms of new housing and development is causing tension within the local community. While it is understood that region wide projects are underway to review the Next generation neighbourhood precinct, car parking rates and building heights, there may be locally specific guidance required to address specific place features or dimensions that are not addressed in the region-wide zone precinct provisions.

Neighbourhood planning presents an excellent and exciting opportunity for Council, in consultation with the community, to examine and plan for smaller areas of the region that are experiencing growth and change, in order, for example, to accommodate anticipated growth, preserve and/or promote local character, and create better places at a local level.

In response, the Strategic Planning and Place Making (SPPM) Department has prepared a Neighbourhood Planning Program. It is recommended that Council endorse the establishment of the Neighbourhood Planning Program and the commencement of the first project, being the 'Kallangur-Dakabin Neighbourhood Plan'.

Neighbourhood planning is essentially a process through which a planning authority can examine and plan smaller areas of a region in consultation with the community. The preparation of a typical neighbourhood plan can take up to two years, during which three or four peak communication and engagement periods will occur depending on the model of communication and engagement selected to suit the project. In addition, to amend the planning scheme, the State Government process will need to be followed which can generally take an additional 12 months.

While many established/ existing (urban) neighbourhoods in the region would benefit from a neighbourhood planning process, it is important that the most appropriate and effective planning tool is used at the right time to address key planning issues being experienced in specific areas. Some matters require consistency or a regional approach, such as where taller buildings go, or how secondary dwellings can operate and look. These are best considered through targeted or topic specific planning scheme amendments. Neighbourhood plans will focus on locally specific matters.

The program and its future projects will be subject to an annual review, to confirm future priority areas and their sequence for neighbourhood planning.

### **OFFICER'S RECOMMENDATION**

1. That the establishment of the MBRC Neighbourhood Planning Program be approved with the following primary and secondary purposes:
  - a) Primary purpose
    - (i) Address localised planning matters that can be changed/ improved through regulating development (or a statutory change to the MBRC Planning Scheme), and
    - (ii) Manage development (growth and change) in a way that respects and builds on key elements of local character and identity.

*ITEM 4.2 LAUNCH OF MBRC NEIGHBOURHOOD PLANNING PROGRAM - 61552990 (Cont.)*

- b) Secondary purpose
  - (i) Build trust and understanding with the community in the planning process, and
  - (ii) Guide and support the localised delivery and direction for other MBRC programs, projects or works.
  
- 2. That the first neighbourhood planning project be the Kallangur-Dakabin Neighbourhood Plan, to be launched on 12 July 2021.
  
- 3. That in response to Council Resolution (Item 11.4) of 6 August 2019 which reads '*That the Manager Strategic Planning work with the necessary departments for an improvement Strategy for Kallangur Town Centre*', the centre be considered as part of the Kallangur-Dakabin Neighbourhood Plan project.

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ITEM 4.2 LAUNCH OF MBRC NEIGHBOURHOOD PLANNING PROGRAM - 61552990 (Cont.)

**REPORT DETAIL**

**1. Background**

The following resolution appears on minute page 19/1682 of the General Meeting of Council held 13 August 2019:

Ex General Meeting held on 6 August 2019 (MP. 19/1657):

RESOLUTION

That the Manager Strategic Planning work with the necessary departments for an improvement strategy for Kallangur Town Centre.

The following resolution appears on minute page 20/620 of the General Meeting of Council held 13 May 2020:

Ex General Meeting held 25 February 2020 (MP. 20/584):

RESOLUTION

That the Chief Executive Officer be requested to bring forward a report to the new Council which outlines an approach to address community concerns with regards to development occurring across the region, including issues such as building heights, dwelling density and environmental protection, through either amendments to the existing Moreton Bay Regional Planning Scheme, or a new planning scheme, or both.

As part of Mayor Peter Flannery's ten-point action plan (April 2020), Council committed to:

*6. Rework our Planning Scheme to meet the expectations of locals, by implementing neighbourhood plans tailored to the unique qualities of our many distinct communities across Moreton Bay Region.*

On 1 July 2020, Council were briefed on the SPPM Department's five-year work portfolio (2019/20 - 2023/24). In particular, the desire for planning to occur at a local level, in the form of neighbourhood planning. Council consideration of this portfolio is the subject of a separate agenda item of the Council meeting of 23 June 2021.

Following the establishment of a new Neighbourhood and Precinct Planning (NPP) team in July 2020, the team commenced a process to inform the directions and establishment of the program.

To date, four Council briefings have been conducted for the purpose of sharing information and providing advice and seeking feedback on the Neighbourhood Planning Program. In line with Council's decision-making framework, an extract from the minutes of the briefings are provided below:

*NEIGHBOURHOOD DEVELOPMENT PROGRAM (26 August 2020)*

*The CEO noted the way forward:*

- *A consultant team have been appointed to commence work on the Neighbourhood Development Program.*
- *Council Briefings will be held in October and November to provide updates to Council.*



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ITEM 4.2 LAUNCH OF MBRC NEIGHBOURHOOD PLANNING PROGRAM - 61552990 (Cont.)

*PLANNING FOR MY NEIGHBOURHOOD - NEIGHBOURHOOD PLANNING PROGRAM UPDATE NO.1 - DIRECTIONS AND ESTABLISHMENT (13 October 2020)*

*The CEO noted the way forward:*

- *This Council Briefing is the first of two briefings on the matter, with the second to occur prior to the end of the year.*
- *Council noted the neighbourhood planning program as presented and the implications that a neighbourhood plan is not always the best solution to address a planning issue.*
- *Further work will be undertaken by the consultant. Any feedback on the matter is to be provided to Lauren Fishburn and David Hood prior to the next Briefing.*

*PLANNING FOR MY NEIGHBOURHOOD - NEIGHBOURHOOD PLANNING PROGRAM UPDATE NO.2 - DIRECTIONS AND ESTABLISHMENT (1 December 2020)*

*The CEO noted the way forward:*

- *Council noted the officers assessment relating to the proposed 2-5 year work program.*
- *Council noted that an annual review of the program is proposed to ensure the program remains focused on the highest priority areas. Next review will be December 2021.*
- *Feedback was provided on the assessment and identification of priority areas for neighbourhood planning projects, including:*
  - *Caboolture / Morayfield Activity Centre to be changed to “high” priority; and*
  - *A character assessment be undertaken for all of the rural township areas across the region and this be factored into the next area evaluation.*
- *Council agreed in principle to the first two neighbourhood planning projects being:*
  - *Kallangur - Dakabin (commencing March 2021); and*
  - *Caboolture South - Morayfield (commencing June 2021).*
- *A report will be presented to Council in early 2021 seeking Council resolution of the proposed work program and first two neighbourhood planning projects.*
- *That a matrix be developed identifying current planning related issues/concerns and what projects are proposed or underway to further investigate these. This is to be presented to Council at a future briefing in early 2021.*

*NEIGHBOURHOOD PLANNING PROGRAM UPDATE NO.3 - PLANNING FOR MY NEIGHBOURHOOD - LAUNCH AND COMMENCEMENT (23 March 2021)*

*The CEO noted the way forward:*

- *Councillors to be distributed work completed last year including the project area boundaries.*
- *The Neighbourhood Planning Program to be mentioned during the Budget adoption meeting and announce the first project to be the Kallangur-Dakabin Neighbourhood Plan.*
- *A council report be submitted to the General Meeting at the first meeting following Budget adoption for consideration of the initial two year Neighbourhood Planning Program and the first two planning projects - Project 1 - Kallangur-Dakabin and Project 2 - Caboolture South - Morayfield.*
- *Project 1 launch date will be 12 July 2021.*
- *A future Council Briefing be held to discuss engagement activities and timeline for Project 2 and agree project launch date.*

**2. Explanation of Item**

The concept of neighbourhood planning can mean a range of things to different people. Accordingly, in establishing this program it is critical to identify what it is and isn't - its adequacies and limitations and why neighbourhood plans are not always the best (i.e. most efficient and effective) solution to address all planning issues.

## ITEM 4.2 LAUNCH OF MBRC NEIGHBOURHOOD PLANNING PROGRAM - 61552990 (Cont.)

Neighbourhood planning is essentially a process through which a planning authority can examine and plan smaller areas of a region in consultation with the community. The process takes time and requires careful examination of community issues and feedback. Accordingly, neighbourhood planning is different to other types of planning responses with respect to:

1. the scale of the area being planned for;
2. the level and complexity of issues that can be reasonably addressed; and
3. the level of direction and detail that can be included in statutory planning instruments to provide clarity and support the streamlining of development that is consistent with locally specific visions and agreed directions.

It is important to recognise that some matters require consistency or a regional approach, such as where taller buildings go, or how secondary dwellings can operate and look. These are best considered through targeted or topic specific projects. Neighbourhood plans will focus on locally specific matters.

### Program Purpose and Outputs

The proposed purpose of the Neighbourhood Planning Program is to:

#### Primary purpose

1. Address localised planning matters that can be changed/ improved through regulating new development (or a statutory change to the MBRC Planning Scheme), and
2. Manage new development (growth and change) in a way that respects and builds on key elements of local character and identity.

#### Secondary purpose

3. Build trust and understanding with the community in the planning process, and
4. Guide and support the localised delivery and direction for other MBRC programs, projects or works.

It is recommended that the MBRC approach to neighbourhood planning be focused on planning for *Established/ Existing (Urban) Neighbourhoods*, acknowledging the Regional Growth Management Strategy and Growth Areas work programs that have been established to manage and inform development in the region's various *Emerging/ New Neighbourhoods (Greenfield growth areas)*.

The statutory output of neighbourhood planning will include changes to the planning scheme (e.g. a local plan, or other areas of the scheme to reflect local circumstance). In addition, the non-statutory outputs of neighbourhood planning are likely to include the development of a supplementary document that will guide and support other Council programs, projects or works in the local area.

While all neighbourhood plans will be different, the general process that will be followed for the preparation of a neighbourhood plan will include:

- Background research
- Community input to understand the key issues and opportunities in the area
- Drafting the neighbourhood plan
- Community feedback on the draft plan
- Council approval of the plan, and
- Changing the planning scheme.

The preparation of a typical neighbourhood plan can take up to two years, during which three or four peak communication and engagement periods will occur depending on the model of communication and engagement selected to suit the project. In addition, to amend the planning scheme, the State Government process will need to be followed which can generally take an additional 12 months.

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*ITEM 4.2 LAUNCH OF MBRC NEIGHBOURHOOD PLANNING PROGRAM - 61552990 (Cont.)*

## Work Program

Over the next two years it is proposed that the NPP team will commence the first two neighbourhood planning projects. To determine the areas that will first undergo a neighbourhood planning process, Council carefully considered a number of matters, including but not limited to the following:

- Growth and Change - To understand the extent of growth /change planned for, compared to what currently exists today, and consider the level of development interest and activity.
- Potential and Opportunity - To consider how “ready” the area is for the planned growth/change.
- Community - To consider the types of localised, development related issues and feedback from the community.

The first project has been identified as:

### *Project 1: Kallangur-Dakabin Neighbourhood Plan*

The Kallangur-Dakabin Neighbourhood Plan is the first proposed neighbourhood plan area. The project is proposed to be launched on 12 July 2021. The launch will initiate the first phase of community consultation on the project. It is estimated that the Neighbourhood Plan for this area will be completed by late-2022, followed by an amendment to the planning scheme.

Through the evaluation process Kallangur-Dakabin was selected to be the first neighbourhood plan area due to the high population growth expected between now and 2036. With this growth, the area is likely to change significantly and will look very different in the future. The Mill Precinct adjoins this area and also has the potential to have a catalytic effect on the areas growth potential in the future. Accordingly, it's advantageous to undertake neighbourhood planning at this time.

The program and its future projects will be subject to an annual review, to confirm future priority areas and their sequence for neighbourhood planning.

## Application of Neighbourhood Planning

It is acknowledged that planning and development matters can be complicated and neighbourhood planning is a beneficial process to help improve community understanding and engagement in the planning process. For this and other reasons, there is a risk that neighbourhood planning can be seen as the preferred community solution to all planning matters and related issues. This is not correct and it's important to recognise the neighbourhood planning process as part of a broader suite of potential planning responses to community and development issues.

While many established/ existing (urban) neighbourhoods in the region would benefit from a neighbourhood planning process, it is important that the most appropriate and effective planning tool is used at the right time to address key planning issues being experienced in specific areas. The SPPM portfolio of work, outlines the breadth of planning related projects/ responses being undertaken across the region to address a variety of planning related concerns and improvements. The most appropriate planning response will depend on the core issue/s and drivers for the local area.

In summary, neighbourhood plans are not always the most appropriate tool for all planning related issues as they:

- Can take up to two years to develop and then require another 1-year to amend the planning scheme. For some planning matters this is simply too long a process; and
- Focus on locally specific matters. They are not a suitable response to planning matters that are or will affect the whole, or large portions of the region, or require a consistent regional policy response.

## Kallangur Town Centre Improvement Strategy

Consideration has been given to the most appropriate strategy and approach for a 'Kallangur Town Centre Improvement Strategy'. It is recommended that the centre be considered as part of the Kallangur - Dakabin Neighbourhood Plan project referred to above.

*ITEM 4.2 LAUNCH OF MBRC NEIGHBOURHOOD PLANNING PROGRAM - 61552990 (Cont.)*

**3. Strategic Implications**

3.1 Legislative / Legal Implications

After the preparation of the Neighbourhood Plan, a statutory amendment to the planning scheme may be proposed. Any amendments to the planning scheme will follow the process under the Planning Act.

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

Through the preparation of the Neighbourhood Plan, Council will work closely with the relevant state agencies to ensure that state interests are appropriately considered.

3.4 Risk Management Implications

Management of expectations including prioritisation and what neighbourhood planning can and can't achieve will be important to the success of the program.

3.5 Delegated Authority Implications  Nil identified

3.6 Financial Implications

A project budget has been established to support the Neighbourhood Planning Program.

3.7 Economic Benefit Implications

The Neighbourhood Planning Program seeks to create neighbourhoods that provide housing choice and have strong movement connections with other areas. It also has the potential to improve economic outcomes through stimulating planned growth and change.

3.8 Environmental Implications

The Neighbourhood Planning Program seeks to create neighbourhoods that establish and support a healthy and resilient natural environment.

3.9 Social Implications

The Neighbourhood Planning Program seeks to create neighbourhoods that contain essential services and facilities, are walkable and safe, support active and healthy lifestyles and value and celebrate local identity and character. Council will work closely with the community in preparation of neighbourhood plans.

3.10 Human Rights Implications

There are no known human rights implications arising as a result of this report. Community consultation will be undertaken at various stages in the preparation of neighbourhood plans.

3.11 Consultation / Communication

Public consultation will be undertaken at various stages in the preparation of a neighbourhood plan, such as an early values survey and seeking comment on the draft neighbourhood plan. Public consultation is also required as part of any future amendments to the planning scheme.

**ITEM 4.3**  
**OBJECTIVE KEYSTONE SOLE SUPPLIER**

*Meeting / Session:* 4 PLANNING  
*Reference:* 62102406 : 25 May 2021 : Refer **Confidential Supporting Information 62243034**  
*Responsible Officer:* AJ, Coordinator Planning Scheme (PL Strategic Planning & Place Making)

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**Executive Summary**

Council procured a subscription to Objective Keystone (a software program for document development and production) from the Objective Corporation Limited (AUS) in mid-2011 for the purpose of preparing and maintaining the Moreton Bay Planning Scheme 2016 (the planning scheme) electronically. Since its commencement in 2016, Objective Keystone has been the only software program that has held the contents of the planning scheme and has been used for making amendments and publishing updated versions of the planning scheme.

The use of Objective Keystone for this purpose cannot be easily or practically supported by other programs within the timeframe required to support ongoing amendment processes and document publication.

It is recommended that a further subscription to Objective Keystone be obtained from Objective Corporation Limited (AUS) for the ongoing management of the planning scheme over the next three (3) year period.

**OFFICER'S RECOMMENDATION**

1. That, in accordance with section 235(b) of the *Local Government Regulation 2012*, because of the specialised nature of the services sought it would be impractical or disadvantageous for Council to invite quotes or tenders for the services.
2. That Council enters into an agreement with Objective Corporation Limited (AUS) 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 Objective Corporation Limited (AUS) for the work specified in this report and any required variations of the agreement on Council's behalf.

## ITEM 4.3 OBJECTIVE KEYSTONE SOLE SUPPLIER - 62102406 (Cont.)

### REPORT DETAIL

#### 1. Background

The planning scheme is a statutory document that is regularly updated through statutory amendment processes. This requires a software program designed to manage the specific challenges and logistics associated with this.

There is a requirement under the *Planning Act 2016*, and *Planning Regulation 2017*, for Council to provide a copy of the planning scheme on Council's website. An eScheme platform, as opposed to traditional pdf based platforms, allows this to be easily uploaded and managed and for a user-friendly customer interface. The eScheme has been available on Council's website, supported by Objective Keystone, since the planning scheme's commencement in 2016. Without the support of this software, the eScheme would not be available.

Council initially engaged Objective Corporation Limited (AUS) under MBRC000006 to provide production software for the development and maintenance of the planning scheme document. A total of two (2) written quotes were obtained from two invited consultants and Objective Corporation Limited was the successful consultant.

In 2017 a further procurement process was undertaken through Vendor Panel, A total of two (2) written quotes were obtained from two invited consultants (Objective Corporation and TechnologyOne) and Objective Corporation Limited was successful and provision of the Objective Keystone software continued on a two (2) year subscription. In 2019, this was able to be extended until mid-2021.

Alongside this, MBRC invested in TechnologyOne software to provide an 'all systems' technology solution for Council which commenced formal roll-out in January 2021. Whilst Technology One has the capabilities to establish a software component, current estimates indicate this is likely to involve at least a two (2) year process to refine the existing available program into a suitable format. There is no simple way forward in TechnologyOne available now to support this.

The eScheme contains approximately 7,000 pages of content (if it were in a Microsoft Word format) and would take considerable work to re-build into another platform. There are no current features that support simple or automatic export/import of content. There are also considerable risks in transferring the contents of a statutory document.

A Briefing Note on the Councillor Portal was uploaded for the purpose of sharing information and providing advice/views to Council on the matter.

#### 2. Explanation of Item

This report recommends Council enter into a contract with Objective Corporation Limited (AUS) to provide a subscription to the Objective Keystone program.

This is the most practical and efficient way to ensure that the planning scheme can be suitably maintained both online, and through future amendment processes. The Objective Keystone program has held the planning scheme for the past five (5) years and will be used to publish future amendments, including the current Caboolture West-NDP1 amendment that was recently on public notification.

The current subscription with Objective Keystone finishes on 30 June 2021. Introducing an alternative software program would increase Council's exposure to delays to programmed planning scheme amendments and risks to the integrity of the statutory document.

This also supports the principle of "value for money" for Council as it will provide a continuation of the current program for planning scheme amendments and planning scheme maintenance, whilst an alternative solution can be built in TechnologyOne (which Council has already separately procured).

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*ITEM 4.3 OBJECTIVE KEYSTONE SOLE SUPPLIER - 62102406 (Cont.)*

At this point in time, it would not be possible for a software program other than Objective Keystone to be used for the planning scheme given that the eScheme would take considerable work to re-build into any other platform. It is not currently capable of export/import simply or automatically. In addition, a TechnologyOne solution requires considerable time to migrate the existing planning scheme into this product.

The project is significant to Council to ensure that future planning scheme amendments can occur without disruption. Accordingly, it is considered that it would be impractical or disadvantageous to seek quotes for an alternative subscription.

### **3. Strategic Implications**

#### **3.1 Legislative / Legal Implications**

Under the *Local Government Regulation 2012*, the Procurement Policy 2150-006 notes that for all contracts exceeding \$200,000, it is necessary to conduct an open tender process, unless an exception is made in accordance with the *Local Government Regulation 2012*.

Section 235 of the *Local Government Regulation 2012* provides that Council can enter into a medium or large-sized contractual arrangement without first inviting written quotes or tenders if -

- (a) the local government resolves it is satisfied that there is only 1 supplier who is reasonably available; or
- (b) the local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders.

#### **3.2 Corporate Plan / Operational Plan**

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

#### **3.3 Policy Implications**

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

- Council's Procurement Policy 2150-006
- *Local Government Act 2009*
- *Local Government Regulation 2012*
- Local Preference Corporate Directive 2180-054

Procurement Policy 2150-006 notes that for all contracts exceeding \$200,000, it is necessary to conduct an open tender process, unless an exception is made in accordance with the *Local Government Regulation 2012*.

As stated above, under section 235(b) of the *Local Government Regulation 2012*, a local government may enter into a medium or large-sized contractual arrangement without first inviting written quotes or tenders if the local government resolves that, because of the specialised or confidential nature of the services sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders.

The objective of Local Preference Corporate Directive 2180-054 is to proactively support local business and industry to create jobs in the Moreton Bay region. A review of market providers in the region was unable to identify a local organisation that had the capability, experience and knowledge to provide this specialised software product.

#### **3.4 Risk Management Implications**

A transition arrangement of the planning scheme to an alternative software program would take considerable time and effort and present challenges with regard to the capacity and capability of the software to effectively manage the document and amendments. Introducing an alternative software program would increase Council's exposure to delays to programmed planning scheme amendments and risks to the integrity of a statutory document.

*ITEM 4.3 OBJECTIVE KEYSTONE SOLE SUPPLIER - 62102406 (Cont.)*

3.5 Delegated Authority Implications  Nil identified

3.6 Financial Implications

The original contract for Objective Keystone provided by Objective Corporation Limited (AUS) was entered in on 1 July 2011 and has been extended approximately every two (2) years. The current contract expires on 30 June 2021.

The value of the extension of the contract is included in the Confidential Supporting Information#1 due to Commercial in Confidence considerations.

This total budget will be split across the current and new financial years and will be offset (where possible) by uncommitted funds.

3.7 Economic Benefit Implications  Nil identified

3.8 Environmental Implications  Nil identified

3.9 Social Implications  Nil identified

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 decision in this matter.

3.11 Consultation / Communication

Council has previously been consulted on the preparation of this report. The Corporate Procurement, Customer Systems and Information & Communication Technology teams were also consulted in preparation of this report.



**SUPPORTING INFORMATION**

Ref: [62243034](#)

The following list of supporting information is provided for:

**ITEM 4.3**  
**OBJECTIVE KEYSTONE SOLE SUPPLIER**

***Confidential #1 Financial Implications***

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**5 COMMUNITY & ENVIRONMENTAL SERVICES SESSION**

**(Cr M Gillam)**

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**ITEM 5.1**

**PROPERTY DISPOSAL - 46 SMITHS ROAD, CABOOLTURE**

*Meeting / Session:* 5 COMMUNITY & ENVIRONMENTAL SERVICES  
*Reference:* 62095236 : 3 June 2021 - Refer Supporting Information 62169774 and  
**Confidential Supporting Information 61849858**  
*Responsible Officer:* AS, Manager Property Services (CES Property & Commercial Services)

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**Executive Summary**

The purpose of this report is to seek Council's approval to dispose of a property located at 46 Smiths Road, Caboolture (Division 3).

**OFFICER'S RECOMMENDATION**

1. That Council resolves to dispose of the property as described in this report in accordance with section 227 of the *Local Government Regulation 2012* at a value equal to or greater than a valuation obtained for the purpose.
2. That Council authorises the Chief Executive Officer to do all things reasonable and necessary to give effect to Recommendation 1.

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ITEM 5.1 PROPERTY DISPOSAL - 46 SMITHS ROAD, CABOOLTURE - 62095236 (Cont.)

**REPORT DETAIL**

**1. Background**

Council is the registered owner of a residential property located at 46 Smiths Road, Caboolture, Lot 66 on RP139648. An aerial map showing the location of the property is provided at *Supporting Information #1*.

At the General Meeting of Council held 27 February 2018, Council resolved to acquire the property, having identified that the property was required to facilitate an upgrade of the intersection of Smiths Road and Honeysuckle Street, Caboolture.

The following resolution appears on Minute Page 18/323 of the General Meeting of Council held 27 February 2018.

Ex Coordination Committee Meeting held 27 February 2018 (MP 18/430):

COMMITTEE RECOMMENDATION:

1. That the land described in this confidential report be acquired in accordance with Policy No. 12-2150-057 Resumption and Acquisition of Land.
2. That the Chief Executive Officer is authorised to do all things necessary to give effect to Recommendation 1.

The property was subsequently acquired whilst on-market.

**2. Explanation of Item**

Council acquired the property to facilitate an upgrade of the intersection of Smiths Road and Honeysuckle Street, Caboolture.

The intersection works have been completed, there are no further plans to upgrade the intersection and the property has now been confirmed as being surplus to Council's requirements.

Council has obtained an independent valuation for the property. A copy of the valuation dated 22 February 2021 is attached as *Confidential Supporting Information #1*.

**3. Strategic Implications**

3.1 Legislative / Legal Implications

Council must comply with requirements of the *Local Government Act 2009* and section 227 of the *Local Government Regulation 2012* when it disposes of valuable non-current assets, including land.

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

There is no Council Policy which specifically deals with the disposal of land however, the provisions of the *Local Government Regulation 2012* apply.

3.4 Risk Management Implications

The primary risk is probity. The Council's Manager Property Services will oversee the sale process which will be conducted in accordance with the relevant legislation.

*ITEM 5.1 PROPERTY DISPOSAL - 46 SMITHS ROAD, CABOOLTURE - 62095236 (Cont.)*

3.5 Delegated Authority Implications

As per Recommendation 2 of this report, it is proposed that the Chief Executive Officer be authorised to do all things reasonable and necessary to dispose of the property.

3.6 Financial Implications

Council will receive the full proceeds of the sale less any commission.

3.7 Economic Benefit Implications

Nil identified

3.8 Environmental Implications

Nil identified

3.9 Social Implications

Nil identified

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

Integrated Transport Planning Department  
Cr Adam Hain (Division 3)

**SUPPORTING INFORMATION**

**Ref: 62169774 and Confidential Supporting Information 61849858**

The following list of supporting information is provided for:

**ITEM 5.1**

**PROPERTY DISPOSAL - 46 SMITHS ROAD, CABOOLTURE**

**#1 Aerial map of 46 Smiths Road, Caboolture**

**Confidential #2 Valuation Report (relevant pages)**

**ITEM 5.2**  
**COMMUNITY LEASE RENEWALS - JANUARY TO MAY 2021**

*Meeting / Session:* 5 COMMUNITY & ENVIRONMENTAL SERVICES  
*Reference:* 62058733 : 1 June 2021  
*Responsible Officer:* CM, Supervisor Community Leasing (CES Community Services, Sport & Recreation)

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**Executive Summary**

This report provides Council with information regarding the community leases which have been approved for renewal under delegated authority to the Chief Executive Officer between 1 January and 31 May 2021.

**OFFICER'S RECOMMENDATION**

That Council note the community lease renewals, as detailed in this report, which have been approved under delegated authority to the Chief Executive Officer (CEO-110) between 1 January 2021 to 31 May 2021.

*ITEM 5.2 COMMUNITY LEASE RENEWALS - JANUARY TO MAY 2021 - 62058733 (Cont.)*

**REPORT DETAIL**

**1. Background**

On 17 September 2019 at its General Meeting, Council adopted the Community Lease Renewals Policy Directive (No. 2160-024) under Council's Community Leasing Policy (No. 2150-079). Council further resolved to delegate its power to the Chief Executive Officer to:

- Approve the renewal of community leases under the terms and conditions of Council's Community Leasing Policy, when the renewal has been considered through the process detailed in Council's Community Lease Renewals Policy Directive, as amended from time to time; and
- Take all action necessary including but not limited to, negotiating, making, amending, signing and discharging renewed leases and any required variations of the leases on the Council's behalf.

This Community Lease Renewals Policy Directive sets out a six (6) stage process through which applications for lease renewals under Council's Community Leasing Policy are considered. Table 1 below provides an overview of these stages.

Table 1. Community lease renewal stages

No.	Stage	Detail
1.	Application for Renewal	Lessees seeking to have their tenure renewed with Council are required to submit a Lease Renewal Application Form.
2.	Officer Consultation	Upon receipt of the completed Lease Renewal Application Form, consultation with relevant internal stakeholders is undertaken to identify any relevant information that should be considered in the assessment and determination of the application.
3.	Assessment	Following the Officer Consultation stage, a qualitative assessment of the Lease Renewal Application is undertaken with consideration to various assessment criteria, and a recommendation formulated.
4.	Divisional Councillor Consultation	Following the formulation of a lease renewal recommendation, consultation is undertaken with the relevant Divisional Councillor(s) to seek feedback on the recommendation.
5.	Renewal Determination	Where both the officer's recommendation and the Divisional Councillor(s) support the Lease Renewal Application, the renewal is generally approved and issued under delegated authority to the Chief Executive Officer. However, where a major lease area amendment is proposed as part of the lease renewal, the matter is referred to a Council General Meeting for consideration and determination. Where either the Officer's recommendation or the Divisional Councillor(s) does not support the renewal of the subject lease, the matter is brought to a Council Briefing for discussion with Council. Any subsequent decision regarding the renewal is subject to a Council resolution at a General Meeting.
6.	Lessee Advice	Following the Renewal Determination stage, the lessee is informed regarding the outcome of their application by way of formal written correspondence.

*ITEM 5.2 COMMUNITY LEASE RENEWALS - JANUARY TO MAY 2021 - 62058733 (Cont.)*

**2. Explanation of Item**

In accordance with Council's Community Lease Renewals Policy Directive and the associated delegated authority to the Chief Executive Officer (CEO-110) the following community leases have been approved for renewal between 1 January and 31 May 2021. This report is provided to Council for noting purposes only.

Table 2. Community lease renewals approved during January - May 2021

<b>Reference</b>	<b>Organisation</b>	<b>Location</b>	<b>Lease Renewal Term</b>
TL1369	Bribie Island Netball Club Inc.	Bribie Island Sport Complex - 156 First Avenue, Bongaree (Division 1)	5 years
TL1598	Vietnam Veterans Association of Australia, Bribie Island and Districts Sub-Branch Inc.	Bribie Island Sport Complex - 156 First Avenue, Bongaree (Division 1)	5 years
TL0912	Burpengary Junior Rugby League Football Club Inc.	Burpengary Sports Complex - 101 Station Road, Burpengary (Division 2)	5 years
TL1365	Queensland Racing Pigeon Federation Incorporated (North Coast Pigeon Club)	Zammit Street Sportsgrounds - 55 Zammit Street, Deception Bay (Division 2)	5 years
TL1864	North Road Combine Inc.	Zammit Street Sportsground - 55 Zammit Street, Deception Bay (Division 2)	5 years
TL1366	Deception Bay Amateur Athletics Club Inc.	Zammit Street Sportsground - 55 Zammit Street, Deception Bay (Division 2)	5 years
TL1517	Caboolture Sports Club Limited	Devine Court Sportsgrounds - 36 Devine Court, Morayfield (Division 3)	5 years
TL1590	Caboolture Netball Association Inc	Caboolture Sports Complex - 15 Riverview Street, Caboolture (Division 3)	5 years
TL1358	Redcliffe Tigers AFC Inc.	Rothwell Park - 25A McGahey Street, Rothwell (Division 5)	3 years
TL1607	Queensland Racing Pigeon Federation Incorporated (Murrumba Invitational Racing Pigeon Club)	The Bay Youth and Sports Centre - 100 Maine Terrace, Deception Bay (Division 5)	5 years
TL1608	Historical Motorcycle Club of Queensland Incorporated	Lang Park - 24A Stanley Street, Strathpine (Division 8)	5 years
TL1459	Pine Hills Football Club Inc.	James Drysdale Reserve - 2 Pine Hills Drive, Bunya (Division 10)	5 years
TL1527	Playgroup Queensland Ltd	Camden Park - 2 Mitchell Street, Arana Hills (Division 10)	5 years
TL0236	Burpengary Equestrian Centre Inc.	Burpengary Equestrian Centre - 350A Rowley Road, Burpengary (Division 12)	5 years
TL1542	Morayfield Community Crafts Association Inc.	Morayfield Community Complex - 298 Morayfield Road, Morayfield (Division 12)	5 years
TL2593	Zonta Club of Caboolture Inc.	Morayfield Community Complex - 298 Morayfield Road, Morayfield (Division 12)	1 year



ITEM 5.2 COMMUNITY LEASE RENEWALS - JANUARY TO MAY 2021 - 62058733 (Cont.)

### 3. Strategic Implications

- 3.1 Legislative / Legal Implications  Nil identified
- 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 all renewed 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  
The renewal of community leases referred to in this report have been considered in accordance with Council's Community Lease Renewals Policy Directive (No. 2160-024) and approved under delegated authority to the Chief Executive Officer (No. CEO-110)
- 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 the lease renewals detailed in this report will provide each organisation with facilities to support their continued 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  
Relevant Divisional Councillors;  
Relevant Council departments; and  
Community organisations as detailed in this report.

**ITEM 5.3**  
**SINGLE SUPPLIER CONTRACT BRIBIE ISLAND MEMORIAL GARDENS - ASHES**  
**PLACEMENT AND MAINTENANCE**

*Meeting / Session:* 5 COMMUNITY & ENVIRONMENTAL SERVICES  
*Reference:* 62130046 : 18 May 2021  
*Responsible Officer:* TD, PUBLIC HEALTH AND PERMITS MANAGER (CES Customer Response Services)

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**Executive Summary**

Under section 235(b) of the *Local Government Regulation 2012* (the 'LGR'), Council may enter into a medium-sized contractual arrangement without first inviting written quotes where Council resolves that, because of the specialised or confidential nature of the services being sought, it would be impractical or disadvantageous for Council to invite quotations.

This report seeks a resolution by Council that, due to the specialised nature of the ashes placement and maintenance services sought for the Bribie Island Memorial Gardens, it would be impractical and disadvantageous for Council to invite quotations for those services and that instead the Chief Executive Officer be authorised to, on behalf of Council, negotiate terms and extend the existing agreement between Council and The Lions Club of Bribie Island Inc. (the 'Lions Club') to provide those services for a further term of five years commencing on 1 July 2021.

**OFFICER'S RECOMMENDATION**

1. That due to the specialised nature of the ashes placement and maintenance services sought for the Bribie Island Memorial Gardens, it would be impractical and disadvantageous for Council to invite quotes for those services.
2. That the Chief Executive Officer be authorised to, on behalf of Council, negotiate terms and extend the existing agreement between Council and the Lions Club, for the Lions Club to deliver ashes placement and grounds maintenance services for a further term of five years commencing on 1 July 2021.

*ITEM 5.3 SINGLE SUPPLIER CONTRACT BRIBIE ISLAND MEMORIAL GARDENS - ASHES PLACEMENT AND MAINTENANCE - 62130046 (Cont.)*

## **REPORT DETAIL**

### **1. Background**

The Bribie Island Memorial Gardens are located at 100 First Avenue, Woorim. The site, which is designated as a Reserve for Cemetery, is owned by the Crown and held in trust by Council.

The Bribie Island Memorial Gardens opened in November 1990, construction of the Memorial Gardens was carried out by the Lions Club, while Council constructed the entrance road and carpark.

The Lions Club has since 1990, subsequently provided Council with services at the Bribie Island Memorial Garden including:

- placement of ashes in columbarium walls
- installation of plaques on columbarium walls and
- grounds maintenance.

Placement of ashes and installation of plaques are both specialist services which are not provided by other entities within the region other than Council.

The current agreement between Council and the Lions Club for these services will expire on 30 June 2021.

### **2. Explanation of Item**

Extending the current agreement between Council and the Lions Club would be a medium-sized contractual arrangement as that term is defined under section 224(2) of the LGR.

Council cannot enter into a medium-sized contractual arrangement unless Council first invites written quotes for the contract.

An exception is that, under section 235(b) of the LGR, Council may enter into a medium-sized contractual arrangement without first inviting written quotes where Council resolves that, because of the specialised nature of the services that are sought, it would be impractical or disadvantageous for Council to invite quotes.

The Lions Club, since the opening of the Bribie Island Memorial Gardens in 1990, have developed a specialist knowledge of the ongoing maintenance and internment service requirements associated with the gardens.

Accordingly, it is officers opinion that it would be impractical and disadvantageous for Council to invite quotations for those specialist services and that Council should make use of the exception under section 235(b) of the LGR and authorise the Chief Executive Officer to negotiate terms and extend the existing agreement between Council and the Lions Club.

The Lions Club, as a 'not for profit' community-based organisation, reinvest any payments received for the services into local community-based projects.

### **3. Strategic Implications**

#### **3.1 Legislative / Legal Implications**

Section 235(b) of the LGR states that a local government may enter into a contractual arrangement without first inviting written quotes or tenders if the local government is satisfied that because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders.

#### **3.2 Corporate Plan / Operational Plan**

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

*ITEM 5.3 SINGLE SUPPLIER CONTRACT BRIBIE ISLAND MEMORIAL GARDENS - ASHES PLACEMENT AND MAINTENANCE - 62130046 (Cont.)*

3.3 Policy Implications

The endorsement of the contract is in accordance with Council's Procurement Policy 2150-006.

3.4 Risk Management Implications

The ongoing engagement with the Lions Club will enable the ongoing delivery of interment services at Bribe Island Memorial Gardens.

3.5 Delegated Authority Implications

Nil identified

3.6 Financial Implications

The service will be undertaken utilising operational funds from within the Customer Response budget.

3.7 Economic Benefit Implications

Nil identified

3.8 Environmental Implications

Nil identified

3.9 Social Implications

Provides support for local communities and residents.

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 decision.

3.11 Consultation / Communication

Legal Services provided input to this report.

**ITEM 5.4**  
**REGIONAL COMMUNITY PROJECT GRANT - SOUTH PINE SPORTS ASSOCIATION INC INDOOR CENTRE FIT-OUT**

*Meeting / Session:* 5 COMMUNITY & ENVIRONMENTAL SERVICES  
*Reference:* 62045920 : 11 June 2021  
*Responsible Officer:* BA, Sport & Recreation Development Officer (CES Community Services, Sport & Recreation)

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**Executive Summary**

The South Pine Sports Association Inc (SPSA) holds tenure over the South Pine Sports Complex located on South Pine Road, Brendale (Division 9). Included in the complex is the newly extended indoor centre which SPSA is responsible for managing.

SPSA has committed \$234,158 towards fixed assets and equipment (fit-out) integral to the successful activation of the centre by member clubs, State and National sporting bodies, the wider community (including local schools), and commercial entities. Considering SPSA's financial outlay for the centre fit-out, as well as its ongoing management responsibilities, it is recommended that Council makes a financial contribution in the amount of \$185,604 as a Regional Community Project Grant. The grant will support SPSA in the sustainable management and maintenance of the newly extended centre.

**OFFICER'S RECOMMENDATION**

1. That having taken into account the matters for consideration under Council's Community Grants Policy, Council considers that the SPSA contribution towards the fit-out costs associated with Council's extended South Pine Sports Complex Indoor Centre will deliver significant regional public benefits.
2. That subject to recommendation 3, Council provides a \$185,604 grant to South Pine Sports Association Inc. towards costs associated with the fit-out of Council's expanded South Pine Sport Complex Indoor Centre, as detailed in this report.
3. That the grant (referred to in recommendation 2) be provided under Council's Community Grants Policy as a Regional Community Project Grant.
4. That provision be made in Council's 2021/22 operational budget for the grant referred to in recommendation 2.
5. That Council enters into a funding agreement with South Pine Sports Association Inc. for costs associated with the fit-out of the Indoor Centre expansion.
6. That the Chief Executive Officer be authorised to take all action necessary including, but not limited to, negotiating, making, amending, signing and discharging the funding agreement on Council's behalf, as described in this report.

ITEM 5.4 REGIONAL COMMUNITY PROJECT GRANT - SOUTH PINE SPORTS ASSOCIATION INC INDOOR CENTRE FIT-OUT - 62045920 (Cont.)

**REPORT DETAIL**

**1. Background**

The South Pine Sports Association Inc (SPSA) is a not-for-profit organisation managed by a voluntary Board of Management. SPSA has been the head lessee of the South Pine Sports Complex (SPSC) since 1996 and oversees the management of the complex, including its activation by SPSA, resident sporting clubs and other organisations.

Local government owned indoor centres are generally managed directly by Council employees or by an external party under a contract management arrangement. Considering the significant size of the multisport complex and recent embellishments to the SPSC Indoor Centre, the SPSA management model is considered to be relatively unique.

In recognition of the costs associated with managing a large complex, and the efficiencies gained by Council in SPSA's management of the 17 user groups, Council provides an annual contribution of \$40,000 to SPSA towards operational costs, maintenance and facility upgrades.

The Indoor Centre has recently undergone a \$16.5 million extension. The Council-funded project was completed in April 2021 and includes an additional three state of the art multipurpose courts (now five in total), accessible changerooms and amenities, club offices, kitchen/café facilities, five conference rooms and four multipurpose suites.

To support SPSA in the successful management of the extended centre, in 2020 Council and SPSA partnered to develop a business and marketing plan. The plan identified opportunities for a site manager to generate revenue through the community activation of conference rooms, court hire, events spaces, café and suites.

**2. Explanation of Item**

As a result of strong fiscal management in recent years, the SPSA board has positioned the association to meet the fit-out costs of the Indoor Centre expansion, committing \$234,158 to fixed assets and equipment. However, to ensure SPSA remains in a strong financial position, is able to manage and maintain the facility, and can achieve strong growth in facility utilisation, a one-off financial contribution to SPSA of \$185,604 towards the fit-out costs may be considered by Council.

At the 29 April 2021 Council Briefing Session, Council officers discussed a proposal to provide a grant to SPSA in the amount of \$185,604 towards costs associated with the fit-out of the Indoor Centre. As an outcome of this briefing, the Chief Executive Officer noted that the matter would be brought to a future General Meeting for consideration by Council.

The below table identifies the fit-out costs associated with the Indoor Centre expansion, along with the recommended items which would be the subject of Council's contribution to SPSA. These items are all considered necessary to attract hirers to the venue and facilitate sport, event and conference activities.

Table 2.1 Fit-out costs and proposed SPSA reimbursement

Fit out item	Cost (Inc GST)	Council contribution to SPSA
Appliances for commercial kitchen	\$98,959	✓
Court scoreboard - additional side panels	\$9,667	✓
AV equipment for conference rooms	\$31,973	✓
Block out screens for conference rooms	\$11,299	✓
Sports Equipment - futsal goals & tie downs	\$19,223	✓
Parents, refs & compliance rooms – fridges & microwave	\$2,813	✓
Additional data rack space for equipment on old courts	\$6,381	✓
Wireless access point device - installation & protection	\$3,073	✓
Boardroom - additional electrical fit out & data points	\$2,216	✓
Hand dryers in public toilets	\$6,509	✗

## Moreton Bay Regional Council

*ITEM 5.4 REGIONAL COMMUNITY PROJECT GRANT - SOUTH PINE SPORTS ASSOCIATION INC INDOOR CENTRE FIT-OUT - 62045920 (Cont.)*

Fit out item	Cost (Inc GST)	Council contribution to SPSA
Court cleaning equipment - ride on machine	\$19,045	x
Kitchen fit out - crockery, cutlery, utensils	\$3,000	x
Meeting room furniture - 60 chairs & 13 tables	\$20,000	x
<b>Total</b>	<b>\$234,158</b>	<b>\$185,604</b>

Professional management of a large multi-sport complex with a five-court indoor centre requires the presence of paid staff to deliver the day-to-day operations of the facility and generate business through further activation. The contribution towards fit-out costs would support the SPSA voluntary Board of Management in resourcing a part-time site manager.

Under the provisions of the Community Grants Policy (No. 2150-030), Council may provide a Regional Community Project Grant to a community organisation where it determines there is significant regional public benefit in doing so. In determining if there is significant regional public benefit, Council is required to give consideration to the following:

- relevance of the proposed project to Council's vision for the Moreton Bay Region;
- alignment of the proposed project to the role and functions of Council including demonstrated economic, community, cultural, sporting or environmental benefits to the Moreton Bay Region;
- capacity of the community organisation to successfully deliver the proposed project;
- the community organisation's financial contribution to the project;
- availability of funds and value for money; and
- the specific circumstances associated with the need for Council support.

Council officers have considered the appropriateness of providing a Regional Community Project Grant to SPSA towards the Indoor Centre fit-out costs as detailed in Table 2.1 above. This consideration included an assessment of the regional public benefits expected from the Indoor Centre fit-out and the eligibility of the proposal under Council's Community Grants Policy. Table 2.2 below provides an overview of the assessment findings.

*Table 2.2 - Officer's Assessment*

<b>Organisational eligibility</b>	The SPSA is an eligible not for profit community organisation based within the Moreton Bay region and provides significant services/activities that benefit residents of the region. These community / public benefits are facilitated through the management of the Indoor Centre on behalf of Council and provision of facilities and conference rooms that support local sport and recreation activities, events and conferences.
<b>Relevance of the project to Council's vision for the region</b>	<p>The project aligns with Council's vision for '<i>A thriving region of opportunity where our communities enjoy a vibrant lifestyle</i>'.</p> <p>Specifically, the project responds to the 'Strengthening Communities' and 'Valuing Lifestyle' pillars through the provision of a regional standard sport and recreation facility that creates opportunities for residents and visitors to live a healthy and active lifestyle.</p>

ITEM 5.4 REGIONAL COMMUNITY PROJECT GRANT - SOUTH PINE SPORTS ASSOCIATION INC INDOOR CENTRE FIT-OUT - 62045920 (Cont.)

<p><b>Alignment of the project to the role and functions of Council including demonstrated economic, community, cultural, sporting or environmental benefits to the Moreton Bay Region</b></p>	<p>The project strongly aligns with the role and function of Council in providing quality sport and recreation facilities and supporting community organisations in their delivery of services to the community.</p> <p>The fit-out of the indoor centre provides essential items to operate the centre to a high standard and service community stakeholders. The provision of a professional and well serviced centre will ensure facilities are suitable for use and generate revenue for reinvestment in the facility.</p> <p>Further, the fit-out of the Indoor Centre provides suitable spaces for local, state and national sport and recreation events/fixtures and conferences.</p>
<p><b>Capacity of the organisation to deliver the project</b></p>	<p>SPSA has demonstrated their capacity to deliver the project and manage the expanded Indoor Centre for the benefit of the community and Council.</p>
<p><b>The community organisation's financial contribution to the project</b></p>	<p>In addition to their ongoing investment in the management and activations of the Indoor Centre, SPSA will also make a direct financial contribution of \$48,554 towards the fit-out costs.</p>
<p><b>Availability of funds and value for money</b></p>	<p>Sufficient funds are currently available within Council's 2020/21 operational budget for the proposed grant. However, with consideration to the timing of this report, these funds will be unable to be utilised to fund the grant prior to the end of the financial year, and accordingly will be returned to Council as unspent.</p> <p>Should Council support the recommendations of this report, funds in the amount of \$185,604 will need to be provided in the 2021/22 operational budget through Council's Quarter 1 Budget Review process.</p>
<p><b>The specific circumstances associated with the need for Council support</b></p>	<p>The provision of the proposed Regional Community Project Grant will further support SPSA to remain financially sustainable and suitably positioned to manage and activate the centre on Council's behalf.</p>

With consideration to the significant regional public benefits associated with the fit-out of the Indoor Centre and SPSA's ongoing management of the facility, it is considered appropriate that Council provide a Regional Community Project Grant SPSA in the amount of \$185,604.

**3. Strategic Implications**

3.1 Legislative / Legal Implications

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

3.2 Corporate Plan / Operational Plan

Strengthening Communities: Healthy and Supportive Communities - a healthy and inclusive community.

3.3 Policy Implications

The Regional Community Project Grant proposed by this report will be provided in accordance with Council's Community Grants Policy (No.2150-030).



*ITEM 5.4 REGIONAL COMMUNITY PROJECT GRANT - SOUTH PINE SPORTS ASSOCIATION INC INDOOR CENTRE FIT-OUT - 62045920 (Cont.)*

3.4 Risk Management Implications  Nil identified

3.5 Delegated Authority Implications

As per Officer's Recommendation 6 of this report, it is proposed that the Chief Executive Officer be authorised to take all action necessary to execute the funding agreement between Council and the South Pine Sports Association.

3.6 Financial Implications

Sufficient funds (\$185,604) for the proposed Regional Community Project Grant are available within Council's existing 2020/21 Community Services, Sport and Recreation operational budget (20355.002.22041). However, due to the timing of this report, the proposed grant funds will be unable to be expended prior to the end of the 2020/21 financial year and will be returned to Council as unspent.

Accordingly, Council will be required to make provision for the \$185,604 Regional Community Project Grant in its 2021/22 operational budget through the Quarter 1 Budget Review process.

3.7 Economic Benefit Implications

Once operating at optimal levels, the Indoor Centre will drive significant economic benefits for the region through State and National sporting events, conferences and trade events.

3.8 Environmental Implications  Nil identified

3.9 Social Implications

As detailed in Table 2.2 of this report, the provision and activation of a suitable and well-equipped indoor centre at SPSC will result in significant regional community / public benefits.

3.10 Human Rights Implications

Under the *Human Rights Act 2019 (Qld)*, Council must not make a decision which is incompatible with a person's 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

- All Councillors - Council Briefing, 29 April 2021
- Relevant Council departments
- South Pine Sports Association Inc

**ITEM 5.5**  
**NEW LEASE - BEACHMERE COMMUNITY GARDEN INC.**

*Meeting / Session:* 5 COMMUNITY & ENVIRONMENTAL SERVICES  
*Reference:* 62176826 : 18 May 2021 - **Refer Supporting Information 62176824**  
*Responsible Officer:* CM, Supervisor Community Leasing (CES Community Services, Sport & Recreation)

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**Executive Summary**

This report seeks Council's approval for the provision of a lease to Beachmere Community Garden Inc. at Clayton Park, 10 Biggs Avenue, Beachmere (Division 2), (refer Supporting Information #1) for the establishment of a community garden.

**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, Beachmere Community Garden Inc. be granted a lease over an area at 10 Biggs Avenue, Beachmere (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 5.5 NEW LEASE - BEACHMERE COMMUNITY GARDEN INC. - 62176826 (Cont.)*

## **REPORT DETAIL**

### **1. Background**

Beachmere Community Garden Inc. (the Organisation) became incorporated in late 2020, with the objective of creating an accessible community garden where residents can grow plants and produce and partake in various community education initiatives. As a newly established organisation, Beachmere Community Garden Inc. currently has a small membership base, however given the emergent popularity of community gardening and food security initiatives, membership is projected to increase following the establishment of a garden space.

The Organisation has lodged a tenure application to seek Council approval to construct a community garden adjacent to the Beachmere Community Hub building (refer Supporting Information #1), at Clayton Park Beachmere. The proposed community garden would include plants for both food production as well as use for sensory and educational purposes.

Over the past months, Council officers from Parks and Recreation Planning department and Community Services, Sport and Recreation department have worked with the Organisation on the development of their community garden and related tenure proposals. This has included undertaking consultation with various internal stakeholders and the community organisations located directly adjacent to the proposed community garden site.

### **2. Explanation of Item**

Council's Parks and Recreation Planning and Community Services, Sport and Recreation departments have finalised their assessment of the Organisation's tenure application for a community garden adjacent to the Beachmere Community Hub building (Refer Supporting Information #1) at Clayton Park Beachmere. The assessment has determined that the proposal:

- is considered an appropriate community and recreational use for the park;
- would not compromise community access to the park; and
- would not constrain Council's future embellishment of park and/or community facilities in the area.

Subject to Council's approval of the recommendations in this report, the proposed establishment of a community garden by the Organisation in this location, is supported. Accordingly, this report recommends that Council grant a lease to Beachmere Community Garden Inc., under the terms and conditions of Council's Community Leasing Policy, over the area identified in Supporting Information #1, 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 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. The organisation identified in this report is a community organisation for the purposes of the Regulation.

#### **3.2 Corporate Plan / Operational Plan**

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

*ITEM 5.5 NEW LEASE - BEACHMERE COMMUNITY GARDEN INC. - 62176826 (Cont.)*

3.3 Policy Implications

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

3.4 Risk Management Implications  Nil identified

3.5 Delegated Authority Implications

As per Officer's Recommendation 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 Beachmere Community Garden Inc. will provide the organisation with access to land for the establishment of a community garden.

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 Mark Booth (Division 2);  
Relevant Council Departments;  
Beachmere Community Garden Inc.;  
Beachmere Area Network Group Inc.; and  
Beachmere Community Lawn Bowls Club Inc.

**SUPPORTING INFORMATION**

**Ref: 62176824**

The following list of supporting information is provided for:

**ITEM 5.5  
NEW LEASE - BEACHMERE COMMUNITY GARDEN INC.**

***#1 Clayton Park - Beachmere Community Garden Inc. - proposed lease area***

## ITEM 5.6

### PROPOSED LEASE - TENANCY G, 199 GYMPIE ROAD, STRATHPINE

*Meeting / Session:* 5 COMMUNITY & ENVIRONMENTAL SERVICES  
*Reference:* 62056162 : 11 June 2021 - Refer **Supporting Information 62056165 and Confidential Supporting Information 62056182**  
*Responsible Officer:* AS, Manager Property Services (CES Property & Commercial Services)

---

#### **Executive Summary**

This report seeks Council's approval to grant a lease, on the terms outlined in this report, for Tenancy G, Ground Level, 199 Gympie Road, Strathpine (Division 8) to Sarina Russo Job Access (Australia) Pty Limited ACN 090 052 350.

#### **OFFICER'S RECOMMENDATION**

1. That the grant of a lease for Tenancy G, Ground Level, 199 Gympie Road, Strathpine be approved on the terms outlined in this report.
2. That the exception contained in the Local Government Regulation 2012, s236(1)(c)(iii) apply to the Council on the disposal of the property referred to in Recommendation 1.
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 lease and any required variations of the lease on the Council's behalf, as described in this report.

---

ITEM 5.6 PROPOSED LEASE - TENANCY G, 199 GYMPIE ROAD, STRATHPINE - 62056162 (Cont.)

**REPORT DETAIL**

**1. Background**

Sarina Russo Job Access (Australia) Pty Limited ACN 090 052 350 (*Sarina Russo*) is an existing tenant of the premises and has occupied the space since 2009.

Sarina Russo has submitted an offer to enter into a new lease for Tenancy G, Ground Level, 199 Gympie Road, Strathpine. An indicative plan of the Tenancy G lease area is attached (*refer Supporting Information #1 and #2*). The core terms of the new lease are attached (*refer Confidential Supporting Information #1*).

**2. Explanation of Item**

Sarina Russo has submitted an offer to enter into a new lease for Tenancy G, Ground Level, 199 Gympie Road, Strathpine, in which she is the existing tenant.

Council must comply with the Local Government Act 2009 (“the Act”) and the Local Government Regulation 2012 (“the Regulation”) when it disposes of valuable non-current assets, including leases of land.

Section s236(1)(c)(iii) of the Regulation allows Council to dispose of a valuable non-current asset other than by tender or auction if the disposal is for the purpose of renewing the lease of land to the existing tenant of the land. Council may only dispose of a valuable non-current asset in this way if the consideration for the disposal would be equal to or more than the market value of the land or the interest in land and, before the disposal, Council resolves that the exception in section 236(1)(c)(iii) of the Regulation applies.

Council’s Registered Valuer and commercial agents have been consulted regarding Sarina Russo’s offer of rent for Tenancy G, Ground Level, prior to Council agreeing to terms for a new lease. Council’s contractors confirmed the rental rate represented fair market value for Tenancy G, Ground Level.

**3. Strategic Implications**

3.1 Legislative / Legal Implications

Council may dispose of a valuable non-current asset, other than by tender or auction if it is able to rely on an exception contained in section 236 of the Regulation. In the present case, officers recommend that Council relies on the exception contained in section s236(1)(c)(iii) of the Regulation to grant the lease outlined in this report.

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

Nil identified

3.4 Risk Management Implications

Nil identified

3.5 Delegated Authority Implications

As per Recommendation 3 of this report, it is proposed 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.

3.6 Financial Implications

The term of the lease and the associated rental details are as per *Confidential Supporting Information #1*.

3.7 Economic Benefit Implications

Nil identified

3.8 Environmental Implications

Nil identified

ITEM 5.6 PROPOSED LEASE - TENANCY G, 199 GYMPIE ROAD, STRATHPINE - 62056162 (Cont.)

3.9 Social Implications  Nil identified

3.10 Human Rights Implications

Under the *Human Rights Act 2019* (Qld), Council must not make a decision which is incompatible with a person's human rights. Council must also give proper consideration to any human rights relevant to its decision. Officers consider that Council's decision in this circumstance (if it reflects the officer's recommendation) is compatible with (and does not limit) a person's human rights.

3.11 Consultation / Communication  
Legal Services



*ITEM 5.6 PROPOSED LEASE - TENANCY G, 199 GYMPIE ROAD, STRATHPINE - 62056162 (Cont.)*

**SUPPORTING INFORMATION**

**Ref: 62056165 and Confidential Supporting Information 62056182**

The following list of supporting information is provided for:

**ITEM 5.6**

**PROPOSED LEASE - TENANCY G, 199 GYMPIE ROAD, STRATHPINE**

**#1 Overview of Land**

**#2 Lease Area**

***Confidential* #3 Core terms of new lease**

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**6 FINANCE & CORPORATE SERVICES SESSION**

**(Cr M Constance)**

**ITEM 6.1  
CHAPLAINCY PROGRAM**

*Meeting / Session:* 6 FINANCE & CORPORATE SERVICES  
*Reference:* 62180667 : 6 May 2021  
*Responsible Officer:* DG, Director Finance and Corporate Services (FCS Directorate)

---

**Executive Summary**

With almost half of all Australian adults likely to face mental ill-health in their life-time, it is important that Council seeks to normalise asking for help at all levels. As such the implementation of initiatives to complement Council's existing Employee Assistance Program is considered necessary to provide meaningful support. The establishment of a Chaplaincy Program for a 12 month trial period is recommended.

**OFFICER'S RECOMMENDATION**

1. That a Chaplaincy Program to support council staff be implemented as a trial for 12 months, with a decision regarding any extension, to be made as part of the 2022/23 Budget Process.
2. That Council commits to the provision of an additional \$45,000 in the 21-22 FY quarter one financial review process.
3. That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, negotiating, making, amending, signing and discharging an agreement to procure Chaplaincy services and any required variations of the agreement on Council's behalf.

ITEM 6.1 CHAPLAINCY PROGRAM - 62180667 (Cont.)

**REPORT DETAIL**

**1. Background**

At the Housekeeping session held on 3 March 2021 the suggestion of establishing a Chaplaincy Program within Council was raised. It was acknowledged that Council already had an existing Employee Assistance Program in place, however it was considered that an alternate option might be valued by staff.

In line with Council's decision-making framework, an extract from the minutes is provided below:  
*Investigate a chaplaincy service that will be at no cost to Council and that appropriate links are made between the chaplain and the Employee Assistance Program (EAP).*

**2. Explanation of Item**

The provision of Employee Assistance Programs is common to all peer Councils across SEQ and considered contemporary practice for businesses more generally, however from enquiries the provision of a Chaplaincy Program is not commonly offered in Local Government. That said Tweed Shire Council has recently implemented a trial program. While the program has only been in place for a couple of months, the feedback from Tweed is that it is having a positive impact, particularly with early interventions around mental health. The program works in conjunction with their EAP.

With the size and diversity of Council's workforce, managing and supporting mental wellbeing means that consideration needs to be given to implementing a number of initiatives in order to be effective and provide meaningful support. In addition to the EAP, Council has implemented "Mates in Construction" and is currently rolling out "First Aid for the Mind" training for leaders and staff.

To complement these initiatives, we recommend the implementation of a Chaplaincy Program on a trial basis for 12 months.

Pastoral care is a profession that requires a considerable foundation of education and training, and given the time commitment and travel necessary to be effective, it may not be an appropriate service type for Council to procure on a volunteer basis. As such it is recommended that Council seek to procure the services of a Chaplain on a paid basis.

**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  
Procurement will need to be undertaken in accordance with Council's procurement policy.

3.4 Risk Management Implications  
There is a risk that the program will not deliver the expected benefits and therefore will not be value for money. This will be mitigated by a significant amount of upfront work and communication to ensure that the program is set up for success. In addition the program will be trialled for 12 months and its effectiveness measured.

3.5 Delegated Authority Implications  Nil identified

3.6 Financial Implications  
It is expected that a program consisting of 2 days per week would cost in the order of \$40-45K per annum. This has not been included in 2021/22 budget. Should the program be endorsed by Council an appropriate adjustment would need to be made in the Q1 budget review.

*ITEM 6.1 CHAPLAINCY PROGRAM - 62180667 (Cont.)*

3.7 Economic Benefit Implications  Nil identified

3.8 Environmental Implications  Nil identified

3.9 Social Implications

Many of Council's workforce are local residents and ratepayers of the region. By actively supporting Council's workforce there is very likely to be a positive impact to the community.

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 decision in this matter.

3.11 Consultation / Communication

Manager People Culture and Safety  
Manager Community Services, Sport and Recreation  
Chief Executive Officer

**ITEM 6.2**  
**SOLE SUPPLIER STATUS - LINKEDIN CORPORATION**

*Meeting / Session:* 6 FINANCE & CORPORATE SERVICES  
*Reference:* 62188816 : 2 June 2021  
*Responsible Officer:* CC, People Experience Manager (FCS People, Culture & Safety)

---

**Executive Summary**

Under section 235(a) of the Local Government Regulation 2012, Council may, by resolution, purchase goods and services from a single supplier without seeking competitive quotations. Such purchases may only be made where the local government is satisfied that there is only one supplier who is reasonably available.

At its General Meeting on 22 July 2020, Council resolved to enter into a 12 month contract with LinkedIn Corporation to broaden its capability to include executive search and improve people attraction strategies via social media; whilst promoting Moreton Bay Regional Council as an employer of choice.

LinkedIn Corporation is the only provider that offers the “LinkedIn Talent Solutions”, which are software products that will allow the People, Culture and Safety Department to provide search capabilities via the LinkedIn platform to the same level as recruitment agencies.

This report seeks Council’s approval to enter into a 3 year agreement with LinkedIn Corporation as described in this report as, in accordance with section 235(a) of the Local Government Regulation 2012, Council is satisfied that LinkedIn Corporation is the sole supplier who is reasonably available to provide the LinkedIn Talent Solutions.

**OFFICER’S RECOMMENDATION**

1. That in accordance with section 235(a) of the Local Government Regulation 2012, Council is satisfied that LinkedIn Corporation is the only supplier that is reasonably available to supply the LinkedIn Talent Solutions described in this report.
2. That the Council enters into an agreement with LinkedIn Corporation 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 LinkedIn Corporation for \$29,302 per annum (for a 3 year term) and an additional \$17,100 per annum from July 2022 (for a 2 year term) and any required variations of the agreement on Council's behalf.

*ITEM 6.2 SOLE SUPPLIER STATUS - LINKEDIN CORPORATION - 62188816 (Cont.)*

**REPORT DETAIL**

**1. Background**

In July 2020, Council resolved to enter into a 12 month contract with LinkedIn Corporation to broaden its recruitment advertising and attraction strategies.

The following resolution appears on minute page 20/1442 of the General Meeting held on 5 August 2020.

Ex General Meeting held on 22 July 2020 (Page 20/1432)

1. That in accordance with section 235(a) of the Local Government Regulation 2012, Council is satisfied that LinkedIn Corporation is the only supplier that is reasonably available to supply the LinkedIn Talent Solutions described in this report.
2. That the Council enters into an agreement with LinkedIn Corporation 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 LinkedIn Corporation for \$29,302.00 per annum (for a 12-month term) and any required variations of the agreement on Council's behalf.

Since its implementation, Council has seen a 74% increase in company page followers and our job advertisements have reached more than 900,000 people on social media.

**2. Explanation of Item**

The LinkedIn Talent Solutions comprise a suite of software products, made available by LinkedIn, which can be used to engage in recruitment activities via the LinkedIn.com website.

For example, "LinkedIn Recruiter" is a LinkedIn Talent Solution. This software product is a platform for finding, connecting with, and managing potential candidates via the LinkedIn website. It identifies quality candidates and member signals, so that Council, as a recruiter, can prioritise candidates most open to hearing from Council.

"LinkedIn Jobs" is another LinkedIn Talent Solution. This product allows Council to automate Council's vacancies to the LinkedIn website and directly matches Council's vacancies to talented candidates with the skills that Council needs.

Together, the LinkedIn Talent Solutions will allow Council to attract passive candidates through LinkedIn's artificial intelligence mapping and job postings.

Whilst Council would continue to rely on its traditional recruitment channels such as Seek.com, LinkedIn is the only supplier that enables searching and passive reach through job postings and artificial intelligence for recruitment via the LinkedIn website by using the LinkedIn Talent Solutions.

In addition, it is also proposed to expand the current agreement and develop a dedicated Moreton Bay Regional Council career page on LinkedIn from July 2022 to continue to enhance and communicate our Employer Value Proposition and career opportunities at Moreton Bay Regional Council.

Accordingly, it is recommended that LinkedIn be endorsed as a sole supplier of the LinkedIn Talent Solutions.

ITEM 6.2 SOLE SUPPLIER STATUS - LINKEDIN CORPORATION - 62188816 (Cont.)

### 3. Strategic Implications

#### 3.1 Legislative / Legal Implications

Section 235(a) of the Local Government Regulation 2012 states that a local government may enter into a medium-sized contractual arrangement without first inviting written quotes or tenders if the local government resolves it is satisfied that there is only one supplier which is reasonably available.

#### 3.2 Corporate Plan / Operational Plan

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

#### 3.3 Policy Implications

The proposed arrangement is in accordance with Council's Procurement Policy 2150-006.

#### 3.4 Risk Management Implications Nil identified

#### 3.5 Delegated Authority Implications Nil identified

#### 3.6 Financial Implications

Costs associated with the procurement are budgeted within the People, Culture and Safety Department's operational budget and the value of the contract is within the financial delegation of the Director Finance and Corporate Services.

Officers currently plan to procure the "LinkedIn Recruiter" and "LinkedIn Jobs" talent solutions at a cost of approximately \$29,302.00 per annum (for a 3 year term) and an additional \$17,100 per annum from July 2022 (for a 2 year term to expand the current agreement and develop a dedicated Moreton Bay Regional Council career page on LinkedIn) which would render the relevant contract with LinkedIn a "medium-sized contractual arrangement" under the Local Government Regulation 2012.

#### 3.7 Economic Benefit Implications

Officers consider that the procurement of the LinkedIn Talent Solutions will reduce reliance on external recruitment agencies, resulting in cost-savings for the organisation.

#### 3.8 Environmental Implications Nil identified

#### 3.9 Social Implications Nil identified

#### 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 human rights relevant to its decision. Officers consider that there are no human right implications relevant to Council's decision.

#### 3.11 Consultation / Communication

Legal Services

**ITEM 6.3**  
**MONTHLY FINANCIAL REPORTING PACKAGE - 31 MAY 2021**

*Meeting / Session:* 6 FINANCE & CORPORATE SERVICES  
*Reference:* 62216492 : 15 June 2021 - **Refer Supporting Information 62216423**  
*Responsible Officer:* DC, Accounting Services Manager (FCS Accounting Services)

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**Executive Summary**

The purpose of this report is to present the Financial Reporting Package for the year to date period ending 31 May 2021.

**OFFICER'S RECOMMENDATION**

That the Financial Reporting Package for the year to date period ending 31 May 2021 be received.



*ITEM 6.3 MONTHLY FINANCIAL REPORTING PACKAGE - 31 MAY 2021 - 62216492 (Cont.)*

## **REPORT DETAIL**

### **1. Background**

The Financial Reporting Package for the month ending 31 May 2021 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 year to date Financial report as at the end of May is complete and the performance and position of Council is outlined below in the context of the attached report.

During the year Council has amended its budget and this is shown alongside the original adopted budget in the report where applicable.

#### Operating Result (page 1)

As at 31 May 2021 operating revenue was \$508.7 million compared to operating expenses of \$421.7 million with the operating surplus being in the amount of \$87 million.

#### Operating Revenues (page 1)

The fourth quarter rates and utility charges were levied in late April. Rates and utility charges represent the bulk of the revenue recognised, equating to \$331 million. Revenue has slightly exceeded the budget by just under \$1.5 million.

Fees and Charges revenue was budgeted on the conservative side at the start of the year but was amended upwards during the year to reflect the strong demand in Council services particularly with regard to building, plumbing, development and waste fees generating more revenue than expected. With one month to go the revenue target has been exceeded by 2.35% to date.

Interest revenue is tracking as expected.

Operational grants and subsidies are tracking below budget, entirely due to the timing of when grants are received. The Financial Assistance Grant represents 75% of all the operational grants Council receives and is paid quarterly. In the recent May Federal Government budget, it has been confirmed that half of the 2021/22 Financial Assistance Grant will be paid to Council in the remaining weeks of 2020/21.

Other revenues are also tracking behind budget at this stage with a few timing differences impacting on budget performance. Tax Payments from Unitywater represent 65% of this budget item. Current payments received are provisional and are subject to variation at the end of the financial year once Unitywater's end of year tax position is known.

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 slightly over budget and this trend will continue until the end of the financial year.

## ITEM 6.3 MONTHLY FINANCIAL REPORTING PACKAGE - 31 MAY 2021 - 62216492 (Cont.)

Material and Services are trending below budget however June is historically a month where large volumes of expenditure occur so it is expected the budget will be close to fully utilised by the end of the financial year.

Depreciation expenses and finance costs are tracking to budget.

### Capital Revenue (page 1)

Infrastructure cash contributions from developers has trended above expectations and as a result the budget was increased to \$45 million as part of the quarter 2 quarterly review. In total \$44.2 million has been received to date, representing 98.1% of the total budgeted amount.

All contributed infrastructure assets from developers received to date have been recognised.

The capital grants and subsidies revenue budget is tracking at just under 75%. Whilst more revenue is expected over June some revenue will not be received until 2021/22 which is when a number of current year capital works projects reach completion.

### 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 an end. This is reflected in the movement of the orange revenue line from July to May as it moves closer to the linear trend. The quarter 4 rate levy was delayed 3 weeks until late April, so the usual increase in revenue for March has occurred in April.

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, 4 and 5)

Capital expenditure is \$163.5 million with one month remaining for 2020/21. The total spend represents 65.3% of the total capital program. The *total capital expenditure progress* graph summarises the percentage of all capital expenditure completed to date compared to a linear budget spend.

The *capital expenditure by portfolio program* table breaks down the capital spend into program categories. In addition to the actual spend to date of \$163.5 million, there are committed costs (orders placed for works) in the amount of \$95.6 million. As there will be a large amount of incomplete work come the end of June this work will "carry over" into 2021/22.

The associated *capital expenditure progress % to date by portfolio program* graph tracks the percentage spend by portfolio program compared to the budget to date. The orange line represents the year to date budget at 92% highlighting the linear budget spend to May 2021. Variations across the programs are normal as capital project delivery is not linear in nature so timing differences are expected.

### Balance Sheet and Cash Flow (page 6)

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 \$345.7 million for May. The original forecast for the end of June 2021 is currently \$273 million. Given Council's expenditure patterns have been below expectations it is expected Council's end of year cash position will be higher than originally anticipated come the end of June.

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ITEM 6.3 MONTHLY FINANCIAL REPORTING PACKAGE - 31 MAY 2021 - 62216492 (Cont.)

Treasury Report (page 7 and 8)

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

Interest earned on investments was approximately \$2.6 million. Interest rates on offer are quite low in the current market with deposit terms of less than 3 years offering interest rates of less than 1% per annum. The weighted average return on all investments for Council is now sitting at 0.73%.

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 \$316 million of cash at call with the remaining \$30 million maturing over next 3 to 12 months.

The QIC Growth Fund is currently valued at \$119 million as at the end of May. Council originally invested \$100 million in this fund in June 2018.

Council's total debt position has decreased (\$370m to \$342m) as repayments were made in September, December and March. One further repayment will occur in June. In total Council will repay debt in the amount of \$37 million for 20/21. Council was originally budgeted to borrow \$40 million in 2020/21 however given the lower than expected spend on capital works this amount has been reduced to \$20 million which will be drawn down in the final weeks of June.

### 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 COVID-19 pandemic was expected to present financial challenges during 2020/21 however the opposite occurred whereby revenue streams exceeded original forecasts as the demand for Council services increased.

#### 3.5 Delegated Authority Implications Nil identified

#### 3.6 Financial Implications

As at the end of May 2021, Council's operating surplus is \$87 million while capital expenditure amounted to \$163.5 million.

#### 3.7 Economic Benefit Implications Nil identified

*ITEM 6.3 MONTHLY FINANCIAL REPORTING PACKAGE - 31 MAY 2021 - 62216492 (Cont.)*

3.8 Environmental Implications  Nil identified

3.9 Social Implications  Nil identified

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 decision in this matter.

3.11 Consultation / Communication

Director Finance and Corporate Services

**SUPPORTING INFORMATION**

Ref: [62216423](#)

The following list of supporting information is provided for:

**ITEM 6.3**

**MONTHLY FINANCIAL REPORTING PACKAGE - 31 MAY 2021**

***#1 Monthly Financial Reporting Package - 31 May 2021***

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

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Consideration of notified general business items (including reports on significant regional achievements) or responses to questions taken on notice.

**12. CLOSED SESSION**

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*(s254J 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.

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**14a. CONFIDENTIAL OFFICERS' REPORTS TO COUNCIL**

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**ITEM C.1 – CONFIDENTIAL**

**LAND BUYBACK FOR ENVIRONMENTAL PURPOSES PROGRAM - LAND ACQUISITION - CABOOLTURE**

**Meeting / Session:** 4 PLANNING

**Reference:** 62196086 : 4 June 2021

**Responsible Officer:** HL, Manager ESPP (PL Environment and Sustainability Policy and Planning)

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**Basis of Confidentiality**

Pursuant to s254J(3) of the Local Government Regulation 2012, clause (g), as the matter involves negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

**Executive Summary**

Council has become aware of a property located in Caboolture that is currently on the market, suitable for acquisition under the Land Buyback Program for Environmental Purposes (Policy No: 2150-118).

A detailed field and desktop assessment was undertaken on the nominated property, based on the criteria contained within Council Policy 2150-118 including ecological values and integrity, aesthetics and accessibility, planning constraints and opportunities, threats, and commercial valuations.

The property was deemed to have significant value with regard to the criteria outlined in Council Policy 2150-118.

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**14b. CONFIDENTIAL GENERAL BUSINESS**

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No items for consideration.





**MINUTES**  
**GENERAL MEETING**

**Wednesday 9 June 2021**  
commencing at 9.30am

Caboolture Chambers  
2 Hasking Street, Caboolture

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**Membership = 13**  
Mayor and all Councillors

**UNCONFIRMED**

LIST OF ITEMS

ATTENDEES - ABBEY MUSEUM MEDIEVAL FESTIVAL

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## **ATTENDEES - ABBEY MUSEUM MEDIEVAL FESTIVAL**

In celebration of the upcoming Abbey Medieval Festival, representatives from the Abbey Museum were invited to attend the Council Chambers which had been transformed into Medieval theme set in the 14<sup>th</sup> century, in show of Council's support of the event.

Abbey Chairman Lord Paul Garcia conducted an introduction, while Lady Edith Cuffe and Lord Michael Strong honoured Cr Peter Flannery (Mayor) and Cr Denise Sims (Deputy Mayor) with Medieval Livery Collars to wear during meeting. Sir Justyn Medieval Knight accompanied Councillors into the chambers and spoke about medieval history, highlighting medieval etiquette and the parallels of medieval and modern councils.

The Mayor (Cr Peter Flannery) acknowledged the Abbey Museum representatives, thanking them for their attendance and efforts in organising the proceedings of the day. The Mayor highlighted the upcoming festival which he said puts the Moreton Bay Region on the map and encouraged the community to go along and support the event to allow its continuation for many years to come.

### **1. ACKNOWLEDGEMENT OF COUNTRY**

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The Mayor (Cr Peter Flannery) provided the Acknowledgement of Country.

### **2. OPENING PRAYER / REFLECTION**

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The Mayor (Cr Peter Flannery) provided the opening prayer / reflection for the meeting.

### **3. ATTENDANCE & APOLOGIES**

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#### **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

Chief Executive Officer	(Mr Greg Chemello)
Deputy CEO/Director Engineering, Construction & Maintenance	(Mr Tony Martini)
Director Community & Environmental Services	(Mr Bill Halpin)
Director Finance & Corporate Services	(Ms Donna Gregory)
Director Infrastructure Planning	(Mr Andrew Ryan)
Director Planning	(Mr David Corkill)
Chief Economic Development Officer	(Mr Paul Martins)
Acting Manager Strategy & Engagement	(Mr Darren Dallinger)
Meeting Support	(Hayley Kenzler)

#### **Apologies:**

Nil

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#### 4. MEMORIALS OR CONDOLENCES

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Councillors observed a moment's silence in memory of residents who had passed away, noting Council's sympathy.

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#### 5. CONFIRMATION OF MINUTES FROM PREVIOUS GENERAL MEETING

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##### **General Meeting - 26 May 2021 (Pages 21/635 - 21/750)**

###### **RESOLUTION**

Moved by Cr Mark Booth

Seconded by Cr Cath Tonks

CARRIED 13/0

That the minutes of the General Meeting held 26 May 2021, be confirmed.

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#### 6. ADOPTION OF AUDIT COMMITTEE MEETING REPORT & RECOMMENDATIONS

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##### **Audit Committee Meeting - 20 May 2021 (Pages 21/617 - 21/634)**

###### **RESOLUTION**

Moved by Cr Matt Constance

Seconded by Cr Jodie Shipway

CARRIED 13/0

That the report and recommendations of the Audit Committee Meeting held 20 May 2021, be adopted.

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#### 7. PRESENTATION OF PETITIONS

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*(Addressed to the Council and tabled by Councillors)*

There were no petitions for tabling.

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#### 8. CORRESPONDENCE

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There was no correspondence for tabling.

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#### 9. COMMUNITY COMMENT

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

**10. NOTICES OF MOTION (Repeal or amendment of resolutions)**

*(s262 of the Local Government Regulation 2012)*

There were no Notices of Motion to consider.

**11. CONFLICTS OF INTEREST NOTIFIED TO THE CEO**

*Conflicts of interest notified to the CEO where not specifically related to an item on this agenda*

There were no notified conflicts of interest.

**12. 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
<b>1 Governance &amp; Engagement</b>	Cr P Flannery (Mayor)	Cr D Sims (Deputy Mayor)
<b>2 Infrastructure Planning</b>	Cr A Hain	C T Latter
<b>3 Engineering, Construction &amp; Maintenance</b>	Cr B Savige	Cr C Tonks
<b>4 Planning</b>	Cr D Grimwade	Cr K Winchester / Cr M Booth
<b>5 Community &amp; Environmental Services</b>	Cr M Gillam	Cr S Ruck
<b>6 Finance &amp; Corporate Services</b>	Cr M Constance	Cr J Shipway



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**1 GOVERNANCE & ENGAGEMENT SESSION**

(Cr P Flannery, Mayor)

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**ITEM 1.1**

**AUSTRALIAN FOOTBALL INDIGENOUS CORPORATION REQUEST FOR DISCRETIONARY FUNDS**

*Meeting / Session:* 1 GOVERNANCE & ENGAGEMENT

*Reference:* 62130577: 28 May 2021

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

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**Executive Summary**

The purpose of this report is to seek Council approval for the allocation of discretionary funds to the Australian Football Indigenous Corporation for the production of the 'Indigenous Justice Artwork story telling' book about a mural at the Caboolture Watchhouse.

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**RESOLUTION**

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Moved by Cr Adam Hain

Seconded by Cr Mark Booth

CARRIED 13/0

That the request by the Australian Football Indigenous Corporation under Council's Discretionary Funds Policy for the 'Indigenous Justice Artwork story telling' be approved in the amount of \$2,000 from the Division 2 allocation and \$3,000 from the Division 3 allocation.

ITEM 1.1 AUSTRALIAN FOOTBALL INDIGENOUS CORPORATION REQUEST FOR DISCRETIONARY FUNDS - 62130577 (Cont.)

## OFFICER'S RECOMMENDATION

Council direction is required in relation to the request by the Australian Football Indigenous Corporation under Council's Discretionary Funds Policy for the 'Indigenous Justice Artwork story telling' in the amount of \$6000.

## **REPORT DETAIL**

### **1. Background**

Council makes discretionary funds available each financial year to community organisations for community purposes in accordance with Council's Discretionary Funds Policy 2150-101, Discretionary Funds Availability Notice and Discretionary Funds Guidelines.

Unless otherwise approved by Council, each financial year, community organisations are eligible to submit applications not exceeding \$2,000 per application.

Community organisations may apply for discretionary funds from the Mayor and Councillors up to a maximum of \$2,000 (combined) each financial year.

In instances where a community organisation applies for discretionary funds in excess of \$2,000 the application is to be considered at Council's General Meeting.

### **2. Explanation of Item**

The Australian Football Indigenous Corporation has requested \$6,000 in discretionary funds in support of the production of the 'Indigenous Justice Artwork story telling' book about a mural at the Caboolture Watchhouse.

The production of the 'Indigenous Justice Artwork story telling' book includes the appointment of a graphic artist and language consultant as well as printing.

The book launch date is scheduled for July to allow for Council's consideration of the discretionary funds application request.

As the total amount is above the maximum allowed in accordance with the Discretionary Fund Guidelines, Council's consideration is sought. Councillor Mark Booth and Councillor Adam Hain have each indicated they would like to support this request through the discretionary fund program to the amount of \$3,000 each.

### **3. Strategic Implications**

3.1 Legislative / Legal Implications  Nil identified

3.2 Corporate Plan / Operational Plan  
Strengthening Communities: Strong local governance - strong leadership and governance

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

3.4 Risk Management Implications  Nil identified

3.5 Delegated Authority Implications  Nil identified

ITEM 1.1 AUSTRALIAN FOOTBALL INDIGENOUS CORPORATION REQUEST FOR DISCRETIONARY FUNDS - 62130577 (Cont.)

3.6 Financial Implications

Appropriate funds have been provided in the 2020/2021 budget and the application for funding is eligible under the 2020/2021 Discretionary Funds guidelines.

3.7 Economic Benefit Implications  Nil identified

3.8 Environmental Implications  Nil identified

3.9 Social Implications  Nil identified

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 decision in this matter.

3.11 Consultation / Communication

Consultation has been undertaken with Manager Governance and Executive Services, Manager Community Services Sport and Recreation and the Divisional Councillors.

**ITEM 1.2**  
**4<sup>TH</sup> ANNUAL WASTE STRATEGY SUMMIT 2021**

*Meeting / Session:* 1 GOVERNANCE & ENGAGEMENT  
*Reference:* 62132322 : 31 May 2021  
*Responsible Officer:* KR, Executive Support Officer (FCS Governance & Executive Services)

**Executive Summary**

This report seeks consideration of Councillor attendance to the 4<sup>th</sup> Annual Waste Strategy Summit 2021 to be held at Crowne Plaza, Darling Harbour Sydney from 20-22 July 2021.

**RESOLUTION**

Moved by Cr Karl Winchester

Seconded by Cr Mick Gillam

**CARRIED 13/0**

1. That Councillor Brooke Savige be authorised to attend the 4<sup>th</sup> Annual Waste Strategy Summit 2021.
2. That the Chief Executive Officer arrange for officer attendance at this Summit as appropriate.

ITEM 1.2 4TH ANNUAL WASTE STRATEGY SUMMIT 2021 - 62132322 (Cont.)

**OFFICER'S RECOMMENDATION**

1. That Councillor Brooke Savige be authorised to attend the 4<sup>th</sup> Annual Waste Strategy Summit 2021.
2. That the Chief Executive Officer arrange for officer attendance at this Summit as appropriate.

**REPORT DETAIL**

**1. Background**

The 4<sup>th</sup> Annual Waste Strategy Summit 2021 is to be held at the Crowne Plaza, Darling Harbour Sydney from 20-22 July 2021. Cr Brooke Savige has indicated her interest in attending this event.

**2. Explanation of Item**

The 4<sup>th</sup> Annual Waste Strategy Summit 2021 is designed to stimulate discussion and enhance the Australian waste management industry's growth and modernisation.

The Summit will bring together key stakeholders in the waste sector, from local governments, government authorities, private enterprise and academics to examine what collaboration investment and technology is necessary to ensure an efficient, sustainable future for public and private sector waste management.

The Summit will include the following topics:

- The future of waste management in Australia;
- Addressing the landfill crisis;
- Embracing the circular economy;
- Product stewardship and reducing waste packaging in Australia;
- Soft plastics;
- Data and technology in waste management;
- Innovation in practice;
- Psychology of waste; and
- Waste enforcement;

**3. Strategic Implications**

3.1 Legislative / Legal Implications  Nil identified

3.2 Corporate Plan / Operational Plan  
Strengthening Communities: Strong level governance - strong leadership and governance.

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

3.4 Risk Management Implications  Nil identified

3.5 Delegated Authority Implications  Nil identified

3.6 Financial Implications  
Appropriate funds have been provided in the 2021/22 budget.

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

ITEM 1.2 4TH ANNUAL WASTE STRATEGY SUMMIT 2021 - 62132322 (Cont.)

3.8 Environmental Implications

Topics associated with the summit will address a range of economic issues relevant to a local government context.

3.9 Social Implications

Topics associated with the summit will address a range of economic issues relevant to a local government context.

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 decision in this matter.

3.11 Consultation / Communication

Consultation has been undertaken with all Councillors, the Chief Executive Officer and the Executive Leadership Team.

UNCONFIRMED

**ITEM 1.3  
LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND (LGAQ) - COASTAL  
LEADERS FORUM**

*Meeting / Session:* 1 GOVERNANCE & ENGAGEMENT  
*Reference:* 62131816 : 31 May 2021  
*Responsible Officer:* LK, Executive Support Officer (FCS Governance & Executive Services)

**Executive Summary**

The purpose of this report is to seek Council approval for Cr Peter Flannery (Mayor) to attend the Local Government Association of Queensland (LGAQ) - Coastal Leaders Forum to be held at the Gladstone Entertainment Convention Centre from 8-9 July 2021.

Approval is also sought for officer attendance at this Forum to be arranged as appropriate by the Chief Executive Officer.

**RESOLUTION**

Moved by Cr Brooke Savige

Seconded by Cr Denise Sims (Deputy Mayor)

CARRIED 13/0

1. That Councillor Peter Flannery (Mayor) be authorised to attend the Local Government Association of Queensland (LGAQ) - Coastal Leaders Forum.
2. That the Chief Executive Officer arrange for officer attendance at this Forum as appropriate.

ITEM 1.3 LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND (LGAQ) - COASTAL LEADERS FORUM - 62131816 (Cont.)

## OFFICER'S RECOMMENDATION

1. That Councillor Peter Flannery (Mayor) be authorised to attend the Local Government Association of Queensland (LGAQ) - Coastal Leaders Forum.
2. That the Chief Executive Officer arrange for officer attendance at this Forum as appropriate.

## **REPORT DETAIL**

### **1. Background**

The Local Government Association of Queensland (LGAQ) - Coastal Leaders Forum is to be held at the Gladstone Entertainment Convention Centre from 8-9 July 2021. The invitation is aimed at Mayors and Chief Executive Officers of Queensland Councils. Cr Peter Flannery (Mayor) has expressed an interest in attending the Forum.

### **2. Explanation of Item**

The LGAQ-Coastal Leaders Forum is designed to recognise the unique challenges and opportunities facing Queensland coastal councils and will provide an opportunity to initiate and progress strategic discussions, identify coastal council-specific priorities and actions, showcase coastal initiatives and share information. The forum will include:

- current and emerging issues impacting on Queensland's coastal communities;
- the examination of existing advocacy priorities and distil any new specific priorities and actions;
- engagement with key State and Federal Government representatives on critical topics;
- to discuss any assistance, advice, training, and networking opportunities that may be needed; and
- guest speakers to present on a range of coastal challenges, opportunities and initiatives.

### **3. Strategic Implications**

3.1 Legislative / Legal Implications  Nil identified

3.2 Corporate Plan / Operational Plan  
Strengthening Communities: Strong local governance - strong leadership and governance.

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

3.4 Risk Management Implications  Nil identified

3.5 Delegated Authority Implications  Nil identified

3.6 Financial Implications  
Appropriate funds have been provided in the 2021/22 budget.

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

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



*ITEM 1.3 LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND (LGAQ) - COASTAL LEADERS FORUM - 62131816 (Cont.)*

3.9 Social Implications

Topics associated with the forum will address a range of social implications relevant to a local government context.

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 decision in this matter.

3.11 Consultation / Communication

Consultation has been undertaken with all Councillors, the Chief Executive Officer and the Executive Leadership Team.

UNCONFIRMED

**ITEM 1.4 - DECLARATION OF INTEREST****Declarable Conflict of Interest - Cr Matt Constance**

Pursuant to s150EQ of the *Local Government Act 2009*, Cr Matt Constance informed the meeting of a declarable conflict of interest in Item 1.4 as he is a close personal friend of Craig Shim of Alphacrane, who is recommended as an external appointment to the Regional Economic Development Strategy Taskforce.

**Cr Matt Constance elected not to participate in the decision and retired from the meeting at 9.47am.**

**ITEM 1.4  
REGIONAL ECONOMIC DEVELOPMENT STRATEGY TASKFORCE**

*Meeting / Session:* 1 GOVERNANCE & ENGAGEMENT

*Reference:* 62144100 : 1 June 2021 - **Refer Supporting Information 62144099 & 62144098**

*Responsible Officer:* PM, Chief Economic Development Officer (CEO, Economic Development)

**Executive Summary**

The Moreton Bay Regional Economic Development Strategy (REDS) 2020-2041 was adopted by Council on 3 February 2021. The first action of the REDS was the establishment of a Taskforce to guide the implementation of the REDS to deliver strong economic leadership.

The Taskforce is to be established under section 264 of the Local Government Regulation 2012 as an advisory committee to Council (see Attachment 1 - Draft Terms of Reference) and accordingly will have no decision-making authority and will not be able to direct Council staff.

Council advertised for the positions on the REDS Taskforce in February 2021 and 23 nominations were received at the closing date in April with the consultant, shortlisting seven (7) people for the positions. Feedback on the process was also sought from RDA Moreton Bay and Moreton Bay Region Industry and Tourism (MBRIT).

The Taskforce is made up of nine (9) members, including the Mayor and the Chief Economic Development Officer (CEDO) from Council and seven (7) local private sector business leaders. The Taskforce is expected to provide expert advice and guidance to Council on economic development matters and review key actions from the REDS to ensure the achievement of results and support delivery of the REDS economic vision and aspirational goals. Having the Taskforce made up of local businesspeople is an important demonstration to industry and the community that Council is receiving expert advice in support of the REDS delivery and working towards achieving its goals.

**RESOLUTION**

**Moved by Cr Tony Latter**

**Seconded by Cr Karl Winchester**

**CARRIED 12/0**

*Cr Matt Constance had declared a conflict of interest and had retired from the meeting*

- 1. That in accordance with section 264(1)(b) of the Local Government Regulation 2012, Council establishes the Regional Economic Development Strategy (REDS) Taskforce as an advisory committee of Council.**
- 2. That the Terms of Reference for the Regional Economic Development Strategy (REDS) Taskforce be adopted, as tabled.**
- 3. That the Regional Economic Development Strategy (REDS) Taskforce consists of the Mayor, Chief Economic Development Officer (CEDO) and seven external committee members.**

ITEM 1.4 REGIONAL ECONOMIC DEVELOPMENT STRATEGY TASKFORCE - 62144100 : 1 June 2021 (Cont.)

4. That the Council appoints the Mayor as Chairperson of the Regional Economic Development Strategy (REDS) Taskforce and the Chief Economic Development Officer (CEDO) as a committee member of the Regional Economic Development Strategy (REDS) Taskforce.
5. That in accordance with section 257 of the *Local Government Act 2009*, the Chief Executive Officer be delegated authority to appoint the seven external committee members of the Regional Economic Development Strategy (REDS) Taskforce, as outlined in this report.
6. That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, implementing and discharging the Terms of Reference of the Regional Economic Development Strategy (REDS) Taskforce.

UNCONFIRMED

*ITEM 1.4 REGIONAL ECONOMIC DEVELOPMENT STRATEGY TASKFORCE - 62144100 : 1 June 2021 (Cont.)*

## OFFICER'S RECOMMENDATION

1. That in accordance with section 264(1)(b) of the Local Government Regulation 2012, Council establishes the Regional Economic Development Strategy (REDS) Taskforce as an advisory committee of Council.
2. That the Terms of Reference for the Regional Economic Development Strategy (REDS) Taskforce be adopted, as tabled.
3. That the Regional Economic Development Strategy (REDS) Taskforce consists of the Mayor, Chief Economic Development Officer (CEDO) and seven external committee members.
4. That the Council appoints the Mayor as Chairperson of the Regional Economic Development Strategy (REDS) Taskforce and the Chief Economic Development Officer (CEDO) as a committee member of the Regional Economic Development Strategy (REDS) Taskforce.
5. That in accordance with section 257 of the *Local Government Act 2009*, the Chief Executive Officer be delegated authority to appoint the seven external committee members of the Regional Economic Development Strategy (REDS) Taskforce, as outlined in this report.
6. That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, implementing and discharging the Terms of Reference of the Regional Economic Development Strategy (REDS) Taskforce.

## **REPORT DETAIL**

### **1. Background**

HRM Contracting (HRM) was commissioned on 25 January 2021 to complete the advertising, recruitment and selection of the REDS Taskforce. Advertisements were placed on SEEK (and promoted via Council social media) and the vacant positions were also sent to Chambers of Commerce and Industry Groups among others. A total of 23 nominations were received for the seven (7) private sector positions on the Taskforce.

The establishment of a REDS Taskforce is a key action of the REDS which was adopted by Council on 3 February 2021. The Taskforce is a volunteer group which will provide expert advice and guidance to Council on economic development matters and review key actions from the REDS to ensure the achievement of results and support delivery of the REDS economic vision and aspirational goals.

The key functions of the Taskforce are to:

- guide the transitions to, and build the identity of our progressive economy as articulated in the REDS;
- assess progress in the delivery of the REDS to ensure outcomes and performance measures are met;
- advocate the region's competitive strengths to secure new investment;
- monitor, encourage and support the contributions of partner organisations which have committed to delivering actions identified in the REDS; and
- oversee the development of an annual report on the delivery of actions contained in the REDS.

These roles are voluntary and will not be remunerated. It was also a requirement of shortlisting that to be considered, the candidates either had to live locally and/or their business had to operate locally. All the shortlisted candidates meet one or both of the requirements. A Draft Terms of Reference is attached and provides direction on the actions and responsibilities of the Taskforce.

ITEM 1.4 REGIONAL ECONOMIC DEVELOPMENT STRATEGY TASKFORCE - 62144100 : 1 June 2021 (Cont.)

A briefing with Councillors was held on 27 May 2021 noting:

*A report to be brought to a future Council meeting for Council's consideration regarding the recommended members of the Regional Economic Development Strategy Taskforce.*

**2. Explanation of Item**

The establishment of a REDS Taskforce is a key action of the REDS which was adopted by Council on 3 February 2021. The responsibilities of the Taskforce include, but are not limited to:

1. providing strategic advice on the direction and progress of implementation of the REDS actions and priorities under related time frames;
2. recommending future actions and/or responses to resolve emerging opportunities related to the implementation of REDS initiatives or to accommodate changing economic conditions;
3. facilitating and encouraging cooperation, partnerships and contributions to deliver REDS initiatives;
4. informing the development and assisting to drive implementation of priority industries and the four pillars;
5. identifying key avenues for, and assisting to secure, critical capital investment to deliver the region-building projects identified in the REDS and to encourage new investment in our priority industries;
6. supporting initiatives that position Moreton Bay as one of Australia's top 10 regional innovation hubs; and
7. advising on and helping to promote export and trade initiatives.

As per the REDS initial action plan, the Taskforce is expected to meet a minimum of six (6) times from Council adoption of the REDS until 30 June 2022. Appointment to the Taskforce is for an initial two (2) years with the possibility of extension.

The Taskforce will add a valuable business/private-sector voice to the ongoing delivery/implementation of the REDS and will allow Council to have the private sector standing with it when it releases key programs and initiatives.

Economic Development will provide the secretariat support for the Taskforce and it is expected that the Taskforce will present an annual report to Council. Economic Development plans to rotate meetings across the region and will invite Councillors to attend sessions when meetings are held in their Division. It will also invite the local business group/Chamber to attend any social element to the meeting. For example, it is planned that meetings conclude with light refreshments at which time some local business leaders and business group/Chamber representatives will also be invited to meet the Taskforce and discuss any of their priorities.

The recommended Taskforce nominees are:

Candidate	Comment
Michael Holstrom	<i>Co-founder &amp; CEO of STEM Punks Ventures Pty Ltd - aligns to Brighter goals and Knowledge and Innovation and Entrepreneurship priority industry in the REDS.</i>
Leanne Kemp	<i>Founder and CEO of Everledger, former Qld Government Chief Entrepreneur, aligns to Brighter goals and Knowledge and Innovation and Entrepreneurship priority industry in the REDS.</i>
Craig Shim	<i>Founder &amp; Director, Alphacrane Intercultural Specialist, former tourism industry senior manager, aligns with Tourism, Sports and Major Events priority industry as well as Trade and Investment pillar in the REDS.</i>
Allison McGruddy	<i>Co-founded My Berries (of Tim Tam fame) - aligns with Food and Agribusiness priority industry and Trade and Investment pillar in the REDS.</i>

ITEM 1.4 REGIONAL ECONOMIC DEVELOPMENT STRATEGY TASKFORCE - 62144100 : 1 June 2021 (Cont.)

Candidate	Comment
Garth Haslam	<i>Centre Manager &amp; Regional Manager - Facilities at Scentre Group - aligns with 'identity' piece for the region and small business connectivity (more than 200 businesses operate at Westfield North Lakes with many of them being small businesses). Also provides valuable retail advice which is a large employer across the region.</i>
Lea Ea	<i>Partner, Arrow Emergency Systems and former senior executive at global corporate in South East Asia, aligns with Advanced Manufacturing priority industry and Trade and Investment pillar in the REDS.</i>
David Crowley	<i>Asia Pacific Health Sector Lead, Mott MacDonald - leads the Health Sector for the Asia-Pacific Region, which incorporates Greater China, South East Asia, Australia, and New Zealand practice which includes, healthcare and hospitals, biotechnology and advanced manufacturing, digital health, and aged care. Provides coverage in important biotech/health industry and connected to both advanced manufacturing and knowledge priority industries in the REDS.</i>

Further information and background on the nominees is provided in supporting information #2.

**3. Strategic Implications**

**3.1 Legislative / Legal Implications**

The Taskforce is to be established under section 264 of the Local Government Regulation 2012 as an advisory committee to Council and accordingly will have no decision-making authority and will not be able to direct Council staff. Council's Legal Services Department has reviewed the draft Terms of Reference and will be consulted on appointment letters to successful candidates.

**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**

The establishment of the Taskforce and appointment of Taskforce members is the first action in the Regional Economic Development Strategy actions which were adopted by Council on 3 February 2021.

**3.4 Risk Management Implications**

The Draft Terms of Reference sets out the mutual obligations and requirements of Taskforce members with regard to their responsibilities and limitations. An induction of Taskforce members will be conducted at the first meeting to outline responsibilities and members will be asked to sign declarations of interest/conflict of interest.

**3.5 Delegated Authority Implications**  Nil identified

**3.6 Financial Implications**

Economic Development will provide the secretariat support for the Taskforce and manage its operations from existing operational funds.

**3.7 Economic Benefit Implications**

Without a vibrant and growing economy, and support for the small business community, there would be a lack of jobs, income and wealth, which in turn would cause a number of far reaching social and community issues. The work that is undertaken in the REDS strategy and supported by advice from the Taskforce, 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.

ITEM 1.4 REGIONAL ECONOMIC DEVELOPMENT STRATEGY TASKFORCE - 62144100 : 1 June 2021 (Cont.)

3.8 Environmental Implications  Nil identified

3.9 Social Implications  Nil identified

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 human rights relevant to its decision, Officers consider that there are no human right implications relevant to Council's decision.

3.11 Consultation / Communication

Councillors

Manager, Strategy and Engagement

Moreton Bay Region Industry and Tourism (MBRIT)

Regional Development Australia Moreton Bay (RDAMB)

**ATTENDANCE**

Cr Matt Constance returned to the meeting at 9.51am after Item 1.4.

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**2 INFRASTRUCTURE PLANNING SESSION**

**(Cr A Hain)**

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**ITEM 2.1**

**WAMURAN - CAMPBELLS POCKET ROAD - PROPOSED NAMING OF H & J WALTERS RECREATION AREA**

*Meeting / Session:* 2 INFRASTRUCTURE PLANNING  
*Reference:* 61721100 : 18 November 2020  
*Responsible Officer:* BS, Technical Officer (IP Parks & Recreation Planning)

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**Executive Summary**

An application has been received requesting that an area of parkland, located at 109 Campbells Pocket Road, Wamuran, be named after Howard and Jenny Walters. This report provides Council with background information relevant to the application and recommends that an area within Lot 6, SP227516 (Figure 1) be named "H & J Walters Recreation Area".

District Sports and Recreation facilities have been identified for delivery on the site under Council's Local Government Infrastructure Plan (LGIP) and Council's Interim Sports Facilities Plan 2012-2031 (ref 35), identifying the need for facility upgrades.

Installation of a sign in advance of these works is considered appropriate. The naming would not preclude future secondary precinct or field naming should this be sought once the intended facilities are constructed.

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**RESOLUTION**

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Moved by Cr Tony Latter

Seconded by Cr Sandra Ruck

**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 an area within Lot 6, SP227516 (Figure 1) as "H & J Walters Recreation Area", be approved.
2. That public advertising of the proposal to name the area 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 WAMURAN - CAMPBELLS POCKET ROAD - PROPOSED NAMING OF H & J WALTERS RECREATION AREA - 61721100 (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 an area within Lot 6, SP227516 (Figure 1) as "H & J Walters Recreation Area", be approved.
2. That public advertising of the proposal to name the area 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 an area of parkland within Lot 6, SP227516, located at 109 Campbells Pocket Road, Wamuran, be named in recognition of Howard and Jenny Walters.

The need for additional district sports facilities has been identified in the Wamuran area and an investigation revealed that the western portion of Lot 6, SP227516 is capable of providing these facilities. The Wamuran area is also deficient for district play facilities, and a future district level passive recreation area is also proposed for the eastern portion of the site with delivery being included within the draft revised LGIP, referred to as LGIP2.

The extent of future facility expansion has been shown outlined in the shaded area in Figure 1 and will contain the recreation area proposed for naming.



**Figure 1: Lot 6, SP227516 area proposed for naming**

ITEM 2.1 WAMURAN - CAMPBELLS POCKET ROAD - PROPOSED NAMING OF H & J WALTERS RECREATION AREA - 61721100 (Cont.)

## 2. Explanation of Item

The application to name a park or recreation reserve under Council control was lodged by Division 12 Councillor Tony Latter, in recognition of the contributions made by Howard and Jenny Walters to the Wamuran community. Acknowledging that the area will eventually be developed with both sports fields (LGIP 1) and a passive recreation area (draft LGIP 2), it is proposed that Council consider naming the recreation area, in recognition of Mr & Mrs Walters.

Information received from the applicant notes the following in respect of Mr & Mrs Walters:

*Howard and Jenny Walters are long-time community members of the Wamuran Community and managed the Wamuran Sports Club at the Wamuran Sports Grounds for 15 years, Howard also was the founding President of the Wamuran Lions and is the Current Chair of the Wamuran Co-op. Jenny recently passed away suddenly and her contribution is greatly missed.*

*Howard is often affectionately referred to as the 'Mayor of Wamuran' because of the work he has put into the area. Howard and Jenny tirelessly maintained the Sports Complex and initiated the Friday night dinners that raised funds for local sporting clubs.*

It should also be noted that the section of parkland being considered for naming, is being regularly mowed and is actively being used by residents to walk and exercise.

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 12 Councillor, Tony Latter and State MP, Andrew Powell. The proposal was also referred to Council's Sport and Recreation team, who have advised that they have no objections to the proposed naming.

The recommendation to name the area after Howard and Jenny Walters complies with the Council's policy guideline as outlined below:

- Persons with a historical connection to the land or area;
- Names of respected community members of considerable service who are, or were resident or working within the region;
- Names of pioneering families and long-term residents;

Council internal policy requires that any proposal to name an area of parkland 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 digital media outlets will also be utilised where local print newspapers are not in existence.

It is recommended the sign for this proposed naming be installed on the Mountain Track Drive frontage of the proposed passive recreation area.

A history board is proposed to be installed in conjunction with the new signage to explain the connection Mr & Mrs Walters had with the land. The proposed wording is as follows:

*"Howard & Jenny Walters were significant volunteers within the Wamuran Community and were heavily involved with the adjacent sports complex."*

ITEM 2.1 WAMURAN - CAMPBELLS POCKET ROAD - PROPOSED NAMING OF H & J WALTERS RECREATION AREA - 61721100 (Cont.)

**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 Infrastructure Planning 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  
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 decision in this matter.
- 3.11 Consultation / Communication  
The proposed naming is supported by the Division 12 Councillor and State MP, Andrew Powell.

**ITEM 2.2**  
**WATERWAYS PORTFOLIO ASSET MANAGEMENT PLAN**

*Meeting / Session:* 2 INFRASTRUCTURE PLANNING  
*Reference:* 62133369 : 20 May 2021 - Refer Supporting 61993938  
*Responsible Officer:* JF, Asset Management Manager (IP Asset Management)

**Executive Summary**

The purpose of this report is to present the Waterways Portfolio Asset Management Plan to Council for adoption. The primary function of waterways assets is to improve and protect the health of natural waterways by reducing erosion and sedimentation issues and allowing fish passage throughout the Council region. The waterways portfolio is made up of various financial and non-financial assets, with non-financial assets (Natural Waterways and Riparian Revegetation) making up over 96% of the portfolio. The financial assets (Bank Stabilisation and Fishways) have an estimated replacement value of \$1.47M.

The Waterways Portfolio Asset Management Plan (AMP) proposes that Council should increase the current planned and reactive maintenance budgets from \$250K by an additional \$50K per annum to a total of \$400K per annum in FY2025, continue to invest in currently identified and budgeted riparian rehabilitation and revegetation projects (on average \$560K per annum), continue to invest in new waterways asset acquisitions (~\$43M over the next 15 years), and include a future provision of \$80K for capital replacement of the fishway in FY2031 and FY2035 and again in FY2046 and FY2051 totalling \$320K across a 30 year period.

The combined operational and capital funding increases will return the existing asset base to an adequate condition that is consistently maintained appropriately over a longer term horizon. This will significantly reduce the risk of asset failure and health and safety risks.

**RESOLUTION**

Moved by Cr Mick Gillam

Seconded by Cr Karl Winchester

CARRIED 13/0

1. That the Waterways Portfolio Asset Management Plan be adopted, as tabled.
2. That provision be made in the next long term financial forecast for the funding required to progressively improve and upgrade Council's Waterways assets to meet the standards of service outlined in the Waterways Portfolio Asset Management Plan. The budget allocation recommendations are:
  - a) Increase the current budgets for planned and reactive maintenance from \$250K per annum by an additional \$50K per annum, commencing FY2023, to a total of \$400K in FY2025. The increased amount includes allowance for maintenance of current riparian vegetation identified in this AMP.
  - b) Continue to invest in currently identified and budgeted riparian rehabilitation and revegetation projects, on average \$560K per annum.
  - c) Continue to invest in new waterways asset acquisitions i.e. ~\$43M over the next 15 years.
  - d) Include future renewal provision of \$80K for capital replacement of the fishway in FY2031 and FY2035 and again in FY2046 and FY2051 totalling \$320K across a 30 year period.

ITEM 2.2 WATERWAYS PORTFOLIO ASSET MANAGEMENT PLAN - 62133369 (Cont.)

## OFFICER'S RECOMMENDATION

1. That the Waterways Portfolio Asset Management Plan be adopted, as tabled.
2. That provision be made in the next long term financial forecast for the funding required to progressively improve and upgrade Council's Waterways assets to meet the standards of service outlined in the Waterways Portfolio Asset Management Plan. The budget allocation recommendations are:
  - a) Increase the current budgets for planned and reactive maintenance from \$250K per annum by an additional \$50K per annum, commencing FY2023, to a total of \$400K in FY2025. The increased amount includes allowance for maintenance of current riparian vegetation identified in this AMP.
  - b) Continue to invest in currently identified and budgeted riparian rehabilitation and revegetation projects, on average \$560K per annum.
  - c) Continue to invest in new waterways asset acquisitions i.e. ~\$43M over the next 15 years.
  - d) Include future renewal provision of \$80K for capital replacement of the fishway in FY2031 and FY2035 and again in FY2046 and FY2051 totalling \$320K across a 30 year period.

## **REPORT DETAIL**

### **1. Background**

A Council briefing was conducted on 27 May 2021 for the purpose of sharing information and providing advice/views to Council on the matter, and to receive Councillor feedback and input.

Council Briefing outcomes were noted as follows:

- *The Waterways Portfolio Asset Management Plan to be submitted to a General Meeting for consideration of adoption.*

As part of the ongoing development of Council's asset management planning, a Waterways Portfolio Asset Management Plan (AMP) has been developed. The AMP outlines the Council's approach to the management of waterways assets located throughout the Council's area. The primary function of waterways assets is to improve and protect the health of natural waterways by reducing erosion and sedimentation issues and allowing fish passage throughout the Council region.

The waterways portfolio is made up of various financial and non-financial assets with non-financial assets (Natural Waterways and Riparian Revegetation) making up over 96% of the portfolio. The financial assets have an estimated replacement value of \$1.47M. Table 1 summarises the Council's waterways assets, the expected useful lives for each asset type, current average age, and current replacement cost.

ITEM 2.2 WATERWAYS PORTFOLIO ASSET MANAGEMENT PLAN - 62133369 (Cont.)

Asset Classification Type	Asset Type Description	Qty	Expected Useful Life (Years)	Current Average Age (Years)	Financial Asset / Non - Financial Asset	Current Replacement Cost
Natural Waterways	River or Creek	988 km	N/A	N/A	Non-Financial	N/A (see note)
Waterway Protection (constructed)	Riparian Revegetation	125 ha	100	5	Non-Financial	N/A (see note)
	Bank Stabilisation	2 no.	50	2	Financial	\$1,312,441
Waterway Structures (constructed)	Fishway	2 no.	15	2	Financial	\$160,490
<b>TOTAL</b>						<b>\$1,472,930</b>

NOTE: Rivers, creeks and riparian revegetation are not financially recognised. Unit of measure noted where applicable

Table 1 - Current Replacement Cost by Asset Type

Figure 1 below shows the age profile for Council's Waterways assets, which indicates the number of assets and their total current replacement cost within each age band. For riparian revegetation assets, the cost reflects an estimate of the initial investment of approximately \$8.6 million made to create the asset and is based on an average cost per hectare derived from recent projects. The value does not include natural waterway assets (rivers and creeks).

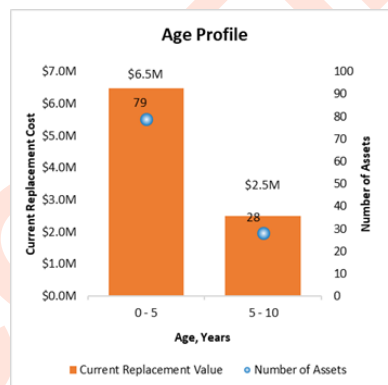


Figure 1 - Asset Age Profile

Figure 2 shows the indicative condition profile for the constructed waterways asset portfolio. Council's asset register does not currently contain condition data against these assets and an estimate of condition has been made based upon asset age and useful life. The estimated condition indicates that all constructed waterways assets are expected to be in very good condition.



ITEM 2.2 WATERWAYS PORTFOLIO ASSET MANAGEMENT PLAN - 62133369 (Cont.)

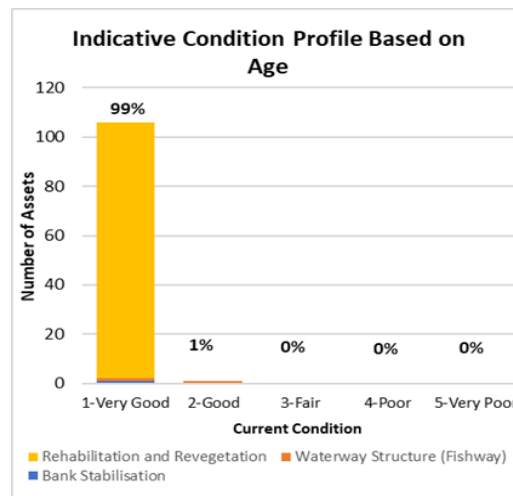


Figure 2 - Asset Condition Profile

Whilst Council has previously performed ad-hoc testing on the natural waterways assets to assess the overall stream health, there is no formal testing or maintenance regime in place. This should be considered in conjunction with the activities performed by State Government. Council’s investment and contribution into the waterways asset portfolio is predominantly focused on the investment in riparian vegetation, bank stabilisation and fishway assets which all indirectly support and improve the function and condition of the natural waterways assets (rivers/creeks).

The Waterways Portfolio Asset Management Plan has been provided as supporting information and outlines plan information in further detail.

**2. Explanation of Item**

The Waterways Portfolio Asset Management Plan has been developed as a tool to assist Council in achieving the following key strategic asset management objectives:

- Optimising maintenance and renewal practices
- Prioritising investment to achieve maximum value
- Validating investment decisions to confirm funds are being spent effectively
- Identifying lower lifecycle cost solutions
- Managing risk to an appropriate level
- Monitoring and recording of the condition of waterways assets
- Modelling to predict future condition and associated maintenance requirements
- Optimise asset performance
- Minimise asset failure where minimal assets reach a poor condition

**Condition**

Understanding the condition of Council’s waterways assets is important for their effective management. Waterway condition is very strongly influenced by the characteristics, processes and actions in the surrounding landscape such as the type and extent of catchment and riparian vegetation, regional climate and land use. Council does not currently record a 1-5 condition rating on the waterways asset portfolio. To support future improvements to this asset management plan, it is recommended that Council investigates a condition rating methodology for all waterways assets (including natural waterways) to obtain an accurate representation of condition. This would potentially involve the review of any regular testing that occurs to determine an overall condition for the natural waterways, working in partnership with the State Government.

ITEM 2.2 WATERWAYS PORTFOLIO ASSET MANAGEMENT PLAN - 62133369 (Cont.)

**Key Issues**

Maintenance budget - Currently, the maintenance budget of \$250,000 is insufficient to maintain all riparian revegetation assets and is usually spent on a handful of assets in any year, leaving the remainder of the assets un-serviced and at compromise of weed invasion. The ongoing maintenance should be increased as set out in the recommended maintenance section to this plan in order to ensure the assets are adequately maintained.

**3. Strategic Implications**

**3.1 Legislative / Legal Implications**

Section 167 - Preparation of a Long-Term Asset Management Plan - of the Local Government Regulation 2012 states that –

- (1) A local government must prepare and adopt a Long-Term Asset Management Plan.
- (2) The Long-Term Asset Management Plan continues in force for the period stated in the plan unless the local government adopts a new Long-Term Asset Management Plan.
- (3) The period stated in the plan must be 10 years or more.

Additionally, Section 168 of the Local Government Regulation 2012 states that Council’s Long-term Asset Management Plan must:

- (a) provide for strategies to ensure the sustainable management of the assets mentioned in the local government’s asset register and the infrastructure of the local government; and
- (b) state the estimated capital expenditure for renewing, upgrading and extending the assets for the period covered by the plan; and
- (c) be part of, and consistent with, the long-term financial forecast.

**3.2 Corporate Plan / Operational Plan**

Council is committed to achieving the community’s vision for the Moreton Bay Region. This vision represents a thriving region of opportunity where our communities enjoy a vibrant lifestyle and is structured upon three key elements; creating opportunities, strengthening communities and valuing lifestyle. These three tiers are underpinned by concepts such as local jobs for residents, strong local governance, and quality recreation and cultural opportunities.

The Strategic Asset Management Plan (SAMP) and supporting AMP’s have direct linkages with other corporate documents as illustrated in the diagram below:

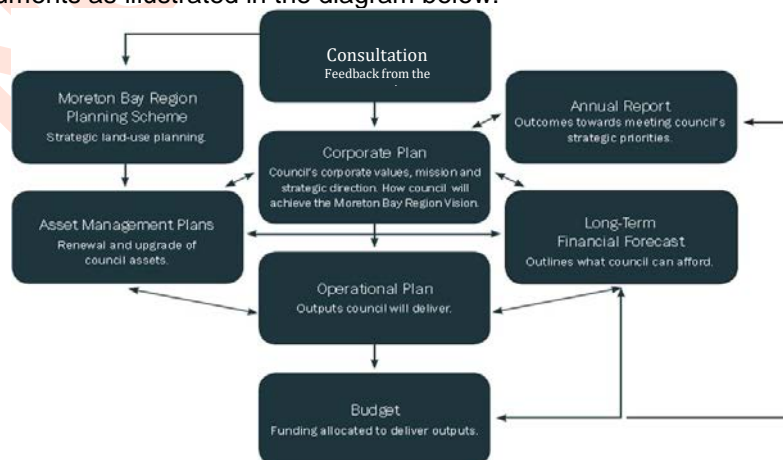


Figure 3 - Asset Management within MBRC Statutory Planning Context

As mentioned above, these plans inform Council’s Long Term Financial Forecast (LTFF) in relation to costs associated with new, renewal and upgrade of assets. The plan also guides Council’s Corporate Plan in relation to what Council intends to achieve, in relation to strategic asset



ITEM 2.2 WATERWAYS PORTFOLIO ASSET MANAGEMENT PLAN - 62133369 (Cont.)

management and informs Council's capital works program which forms part of the Operational Plan and Budget.

3.3 Policy Implications

The Infrastructure Asset Management Policy (Policy No. 2150-043) was adopted by Council on 9 December 2020.

3.4 Risk Management Implications

Risk management associated with waterways assets are included in the plan.

3.5 Delegated Authority Implications

Nil identified

3.6 Financial Implications

An analysis was carried out to determine the future condition of the waterways asset portfolio with the recommended budget and benchmarked to the current average annual renewal budget.

Figure 4 below illustrates that with the currently adopted funding, the condition of the assets will decline to a point in time around the year 2073 where the portfolio as a whole will fail to meet the required standard. The impact of this is likely to be poor quality waterways, potential for fish kills and other ecological or environmental adverse effects.

With the recommended funding the overall portfolio is expected to continue to meet service levels and strategic objectives well into the future resulting in a much improved position for Council.

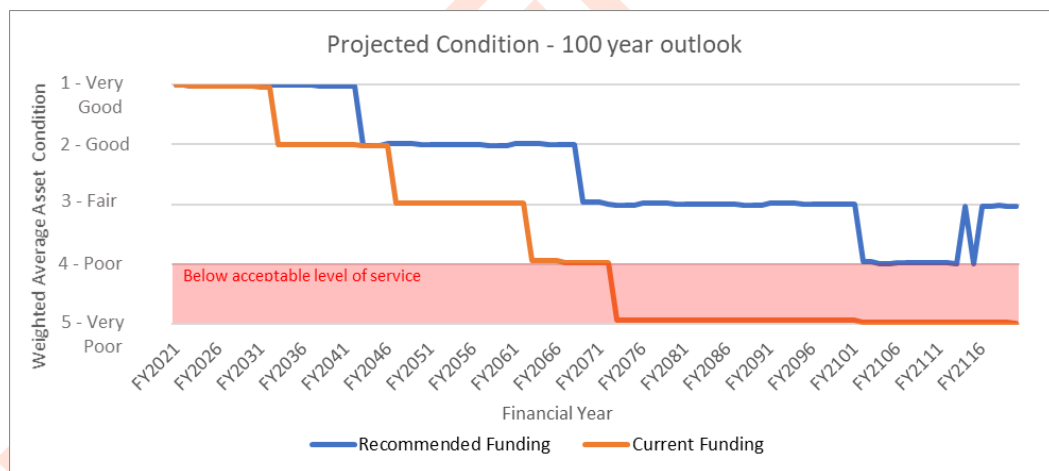


Figure 4 - Asset Projected Condition Outlook

The recommended total budget allocations are outlined below:

- Increase the current budgets for planned and reactive maintenance **from \$250,000 per annum by an additional \$50,000 per annum, commencing FY2023, to a total of \$400,000 in FY2025.**
- Continue to invest in currently identified and budgeted riparian rehabilitation and revegetation projects, on **average \$560K per annum.**
- Continue to invest in new waterways asset acquisitions i.e. **~\$43M over the next 15 years**
- Include **future renewal provision of \$80K** for capital replacement of the fishway in FY2031 and FY 2035 and again in FY2046 and FY2051 **totalling \$320K within 30 years.**

With the recommended funding, the overall portfolio is expected to continue to meet service levels and strategic objectives well into the future and avoid significant future rehabilitation and renewal costs. As per Council's strategic asset management framework, it is imperative that Council adopts a proactive approach to managing assets including planned preventative and routine maintenance. The

*ITEM 2.2 WATERWAYS PORTFOLIO ASSET MANAGEMENT PLAN - 62133369 (Cont.)*

proactive approach will extend the life of assets and minimise the risk of assets reaching a state beyond repair, where expensive full replacement costs would otherwise be incurred.

The recommended funding adjustments, both for capital renewal/replacement and routine and planned maintenance, will allow Council to achieve its strategic asset management objectives including:

- Organisational commitment to effective asset management
- Managing risk appropriately
- Delivery of services to agreed standards
- Optimise asset performance
- Minimise asset failure through earlier intervention.

3.7 Economic Benefit Implications

Sustainable provision and management of Council's waterways assets supports economic growth across the region. Additionally, a well-managed waterways asset portfolio improves the overall amenity of the region and is highly valued by the community.

3.8 Environmental Implications

The effective management of Council's waterways assets assists in improving environmental outcomes.

3.9 Social Implications

The timely and cost-effective management of Council's waterways assets contributes to the overall benefit of residents, visitors, business and industry, by providing the necessary assets to support the region's quality lifestyle.

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 decision in this matter.

3.11 Consultation / Communication

Moreton Bay Regional Council officers, asset owners and Councillors have been consulted in the preparation of this plan.

**ITEM 2.3  
GREEN INFRASTRUCTURE PORTFOLIO ASSET MANAGEMENT PLAN**

*Meeting / Session:* 2 INFRASTRUCTURE PLANNING  
*Reference:* 62132212 : 20 May 2021 - **Refer Supporting Information 62004653**  
*Responsible Officer:* JF, Asset Management Manager (IP Asset Management)

**Executive Summary**

The purpose of this report is to present the Green Infrastructure Portfolio Asset Management Plan to Council for adoption. The Green Infrastructure asset portfolio has a total estimated value of \$11.7 million across seven asset types that provide safe and ongoing movement opportunities for wildlife and improve road safety for all road users across the Council region.

The Green Infrastructure Portfolio Asset Management Plan (AMP) proposes that Council should retain the current materials maintenance budget (\$25K p.a.), extend the current operational budget of \$75K for wildlife stencils renewal/maintenance beyond FY2023, allocate a new inspection and maintenance budget of \$48K p.a. and a new minor modifications budget of \$50K p.a., both from FY2023 onwards. The AMP also proposes that Council continue to invest in new Green Infrastructure acquisitions as per the current program and subsequent reviews (\$11.0M over the next 10 years), and maintain the current capital renewal budget (average of \$200K p.a.) through to FY2054 and then increase to \$800K from FY2055 onwards (subject to future condition evaluations).

The combined operational and capital funding increases will return the existing asset base to an adequate condition that is consistently maintained appropriately over a longer term horizon. This will significantly reduce the risk of Green Infrastructure asset failure, health and safety risks, ensure the Green Infrastructure functions as intended, and will minimise the likelihood of expensive lump sum replacement expenditure in the future.

**RESOLUTION**

Moved by Cr Mark Booth

Seconded by Cr Cath Tonks

CARRIED 13/0

1. That the Green Infrastructure Portfolio Asset Management Plan be adopted, as tabled.
2. That provision be made in the next long term financial forecast for the capital funding and maintenance required beyond financial year 2031 (FY2031) to progressively improve and upgrade the Council's Green Infrastructure assets to meet the standards of service outlined in the Green Infrastructure Portfolio Asset Management Plan. The budget allocation recommendations are:
  - a) Retain the current budget of \$25K per annum for materials for Green Infrastructure maintenance.
  - b) Continue the current annual operational budget of \$75K beyond FY2023 to provide a continuous program for renewal and maintenance of wildlife stencils (road marking).
  - c) Allocate a new budget of \$48K per annum for inspection and maintenance of Green Infrastructure assets from FY2023 onwards.
  - d) Allocate a new budget of \$50K per annum for minor modifications of Green Infrastructure assets from FY2023 onwards.
  - e) Continue to invest in new Green Infrastructure acquisitions as per the current program, and subsequent reviews, i.e. \$11.0M over the next 10 years.
  - f) Maintain the current capital renewal budget (average of \$200K per annum) through to FY2054 and then increase to \$800K from FY2055 onwards (subject to future condition evaluations).

ITEM 2.3 GREEN INFRASTRUCTURE PORTFOLIO ASSET MANAGEMENT PLAN - 62132212 (Cont.)

OFFICER'S RECOMMENDATION

1. That the Green Infrastructure Portfolio Asset Management Plan be adopted, as tabled.
2. That provision be made in the next long term financial forecast for the capital funding and maintenance required beyond financial year 2031 (FY2031) to progressively improve and upgrade the Council's Green Infrastructure assets to meet the standards of service outlined in the Green Infrastructure Portfolio Asset Management Plan. The budget allocation recommendations are:
  - a) Retain the current budget of \$25K per annum for materials for Green Infrastructure maintenance.
  - b) Continue the current annual operational budget of \$75K beyond FY2023 to provide a continuous program for renewal and maintenance of wildlife stencils (road marking).
  - c) Allocate a new budget of \$48K per annum for inspection and maintenance of Green Infrastructure assets from FY2023 onwards.
  - d) Allocate a new budget of \$50K per annum for minor modifications of Green Infrastructure assets from FY2023 onwards.
  - e) Continue to invest in new Green Infrastructure acquisitions as per the current program, and subsequent reviews, i.e. \$11.0M over the next 10 years.
  - f) Maintain the current capital renewal budget (average of \$200K per annum) through to FY2054 and then increase to \$800K from FY2055 onwards (subject to future condition evaluations).

**REPORT DETAIL**

**1. Background**

A Council briefing was conducted on 27 May 2021 for the purpose of sharing information and providing advice/views to Council on the matter, and to receive Councillor feedback and input.

Council Briefing outcomes were noted as follows:

- *The Green Infrastructure Portfolio Asset Management Plan to be submitted to a General Meeting for consideration of adoption.*

As part of the ongoing development of Council's asset management planning, a Green Infrastructure Portfolio Asset Management Plan (AMP) has been developed. The AMP outlines the Council's approach to the management of Green Infrastructure assets located throughout the Council's area. The primary function of Green Infrastructure assets is to provide safe and ongoing movement opportunities for wildlife and to improve road safety for all road users. Green Infrastructure assets include fauna escape and refuge poles, fencing, road overpasses and underpasses, nest boxes and wildlife stencil road markings located across the region.

Collectively, the Green Infrastructure assets have an estimated replacement value of \$11.7M. Table 1 summarises the Council's Green Infrastructure assets, the expected useful lives for each asset type, current age range, and current replacement cost. Nest boxes and wildlife stencils are not financially recognised as they fall below the financial recognition threshold; but they have an estimated replaced value of \$353K bringing the total portfolio value to \$11.7M.

ITEM 2.3 GREEN INFRASTRUCTURE PORTFOLIO ASSET MANAGEMENT PLAN - 62132212 (Cont.)

Asset Type	Description/sub-types	Qty	Expected Useful life (Years)	Current Age Range (Years)	Current Replacement Cost
<b>Financial Assets</b>					
<b>Fauna Escape Poles</b>	Fauna escape poles are provided along fauna fences, which allow any wildlife trapped within the road corridor to escape while ensuring that wildlife within bushland cannot enter the roadway	185	20	0-14	\$102K
<b>Fauna Fencing</b>	Fauna fences are designed to exclude wildlife from the road corridor.	80	20	0-26	\$4.39M
<b>Fauna Overpass</b>	Fauna overpasses are provided to allow passage for wildlife above the road which in turn reduces the risk of wildlife-vehicle collisions	64	50	0-5	\$6.08M
<b>Fauna Refuge Poles</b>	Refuge poles are supplied within the open spaces which help the wildlife by providing refuge from predators.	7	20	0-2	\$3K
<b>Fauna Underpass</b>	Fauna underpasses provide safe passage for a range of wildlife allowing unrestricted access to habitat that has been fragmented by the construction of a road	9	40	0-5	\$729K
<b>Subtotal for Financial Assets</b>					<b>\$11.3M</b>
<b>Non-financial assets</b>					
<b>Nest Boxes</b>	A nest box is an enclosure built especially for animals to nest, roost or shelter in.	55	20	0-21	\$11K
<b>Wildlife-Stencils</b>	Road marking to alert drivers that the area is frequented by specific type of fauna.	57	5	0-3	\$342K
<b>Subtotal for Non-Financial Assets</b>					<b>\$353K</b>
<b>Total (combined financial + non-financial assets)</b>		<b>457</b>			<b>\$11.7M</b>

Table 1 - Current Replacement Cost by Asset Type

The two Figures below show the age profile and condition rating for Council's Green Infrastructure assets, which indicates the number of assets and their total current replacement cost within each age band. As age reflects the year in which the assets were built, the profile also indicates the pattern in which they were acquired over time.

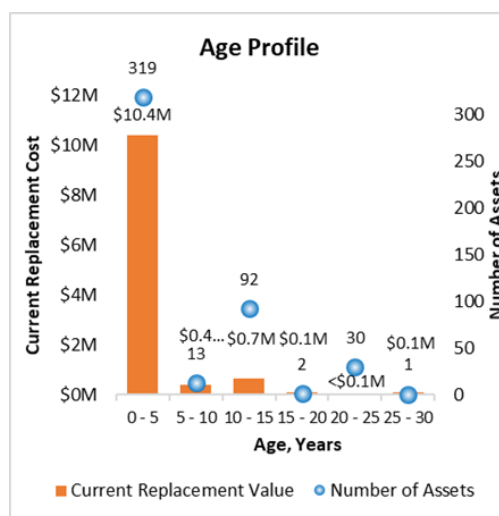


Figure 1 - Asset Age Profile

ITEM 2.3 GREEN INFRASTRUCTURE PORTFOLIO ASSET MANAGEMENT PLAN - 62132212 (Cont.)

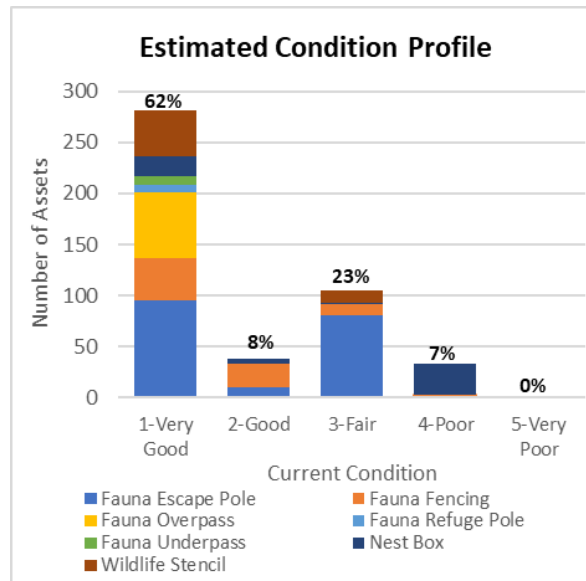


Figure 2 - Asset Condition Profile

The last 10 years has seen significant growth in both the number and value of Green Infrastructure assets built. This aligns to a period of significant growth in industry awareness around the need to construct and install Green Infrastructure assets to reduce vehicle collisions with fauna and allow fauna to co-exist in the changing land terrain from a natural to a built environment. Data collected shows positive reductions in road/wildlife incidents from the installation of these Green Infrastructure assets. Green Infrastructure assets constructed in the last 10 years account for 75% of the total number of assets and this mainly comprises of fauna overpasses, nest boxes and wildlife stencils.

The Green Infrastructure Portfolio Asset Management Plan has been provided as supporting information and outlines plan information in further detail.

**2. Explanation of Item**

The Green Infrastructure Portfolio Asset Management Plan has been developed as a tool to assist Council in achieving the following key strategic asset management objectives:

- Optimising maintenance and renewal practices
- Prioritising investment to achieve maximum value
- Validating investment decisions to confirm funds are being spent effectively
- Identifying lower lifecycle cost solutions
- Managing risk to an appropriate level
- Monitoring and recording of the condition of Green Infrastructure assets
- Modelling to predict future condition and associated maintenance requirements
- Optimise asset performance
- Minimise asset failure where minimal assets reach a poor condition

**Condition**

Understanding the condition of Council’s Green Infrastructure assets is important for their effective management. The estimated condition based on age indicates that 69% of Green Infrastructure assets should be in good to very good condition, while only 7% of assets are in poor condition. It should also be recognised that the estimated poor condition assets have only a replacement value of approximately \$11K.



ITEM 2.3 GREEN INFRASTRUCTURE PORTFOLIO ASSET MANAGEMENT PLAN - 62132212 (Cont.)

## Key Issues

- Maintenance activities - Keeping the Moreton Bay Region's multiple natural green space areas connected and keeping the frequency of vehicle and wildlife accidents to a minimum relies on maintaining operability and functionality of the Green Infrastructure systems. Many of these systems require a consistent level of routine and programmed maintenance to ensure the assets are fit for purpose to function as intended.
- Renewals - The current renewals budget is considered to be sufficient through to FY2054, but beyond that will need to be increased to account for the ageing asset base and several high value assets needing replacement around a similar time.
- Maintenance budgets - Need to be increased to account for the increasing extent of the asset portfolio. If budget allocations are not adjusted, there is an increased risk that the Green Infrastructure assets will not function as intended. This may result in substandard services being provided by the assets and increase in frequency of vehicle and wildlife collisions.
- Asset performance - The asset portfolio is relatively new, but there is a need to continue to increase knowledge of the asset and its performance through systematic collection of condition data and analysis of customer services requests and performance data. Several action items have been identified to achieve improvements in these areas including an investigation into how artificial intelligence and smart systems can be utilised to improve asset knowledge and business intelligence.
- Future developments - As a future improvement it is also necessary to ensure that Green Infrastructure design guidelines for new developments result in sustainable design solutions that are acceptable to Council. It is intended for this to be incorporated into future planning scheme policy reviews.

## 3. Strategic Implications

### 3.1 Legislative / Legal Implications

Section 167 - Preparation of a Long-Term Asset Management Plan - of the Local Government Regulation 2012 states that –

- (4) *A local government must prepare and adopt a Long-Term Asset Management Plan.*
- (5) *The Long-Term Asset Management Plan continues in force for the period stated in the plan unless the local government adopts a new Long-Term Asset Management Plan.*
- (6) *The period stated in the plan must be 10 years or more.*

Additionally, Section 168 of the Local Government Regulation 2012 states that Council's Long-term Asset Management Plan must:

- (a) *provide for strategies to ensure the sustainable management of the assets mentioned in the local government's asset register and the infrastructure of the local government; and*
- (b) *state the estimated capital expenditure for renewing, upgrading and extending the assets for the period covered by the plan; and*
- (c) *be part of, and consistent with, the long-term financial forecast.*

ITEM 2.3 GREEN INFRASTRUCTURE PORTFOLIO ASSET MANAGEMENT PLAN - 62132212 (Cont.)

3.2 Corporate Plan / Operational Plan

Council is committed to achieving the community’s vision for the Moreton Bay Region. This vision represents a thriving region of opportunity where our communities enjoy a vibrant lifestyle and is structured upon three key elements; creating opportunities, strengthening communities and valuing lifestyle. These three tiers are underpinned by concepts such as local jobs for residents, strong local governance, and quality recreation and cultural opportunities.

The Strategic Asset Management Plan (SAMP) and supporting AMP’s have direct linkages with other corporate documents as illustrated in the diagram below:

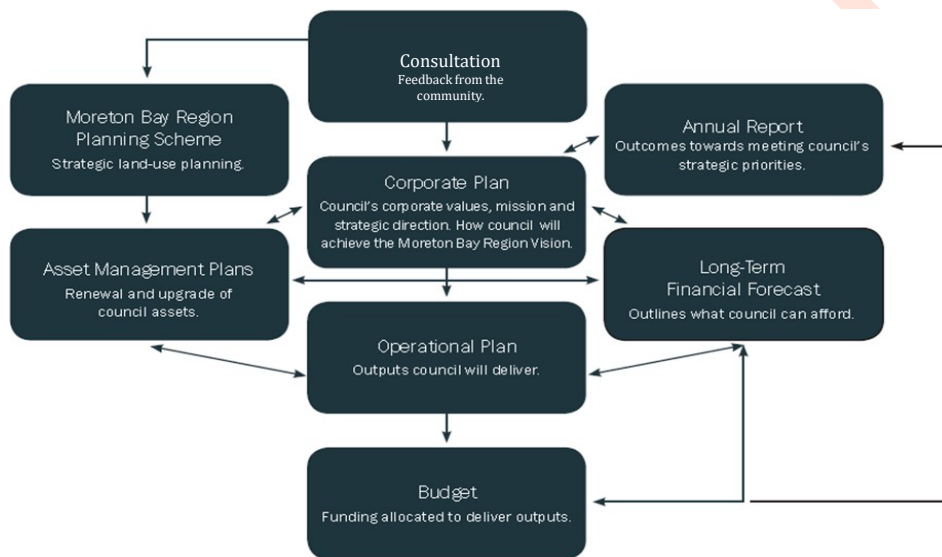


Figure 3 - Asset Management within MBRC Statutory Planning Context

As mentioned above, these plans inform Council’s Long Term Financial Forecast (LTFF) in relation to costs associated with new, renewal and upgrade of assets. The plan also guides Council’s Corporate Plan in relation to what Council intends to achieve, in relation to strategic asset management and informs Council’s capital works program which forms part of the Operational Plan and Budget.

3.3 Policy Implications

The Infrastructure Asset Management Policy (Policy No. 12-2150-043) was adopted by Council on 9<sup>th</sup> December 2020.

3.4 Risk Management Implications

Risk management associated with Green Infrastructure assets are included in the plan.

3.5 Delegated Authority Implications

Nil identified

3.6 Financial Implications

An analysis was carried out to determine the future condition of the Green Infrastructure asset portfolio with the recommended budget and benchmarked to the current average annual renewal budget. The figure below illustrates that with the currently adopted funding, the condition of the assets will decline to a point in time around the year 2057 where the portfolio as a whole will fail to meet the required standard. The impact of this is likely to be poor quality Green Infrastructure assets which will see the increase of vehicle collisions with fauna on roadways. With the recommended funding the overall portfolio is expected to continue to meet service levels and strategic objectives well into the future resulting in a much improved position for Council.



ITEM 2.3 GREEN INFRASTRUCTURE PORTFOLIO ASSET MANAGEMENT PLAN - 62132212 (Cont.)

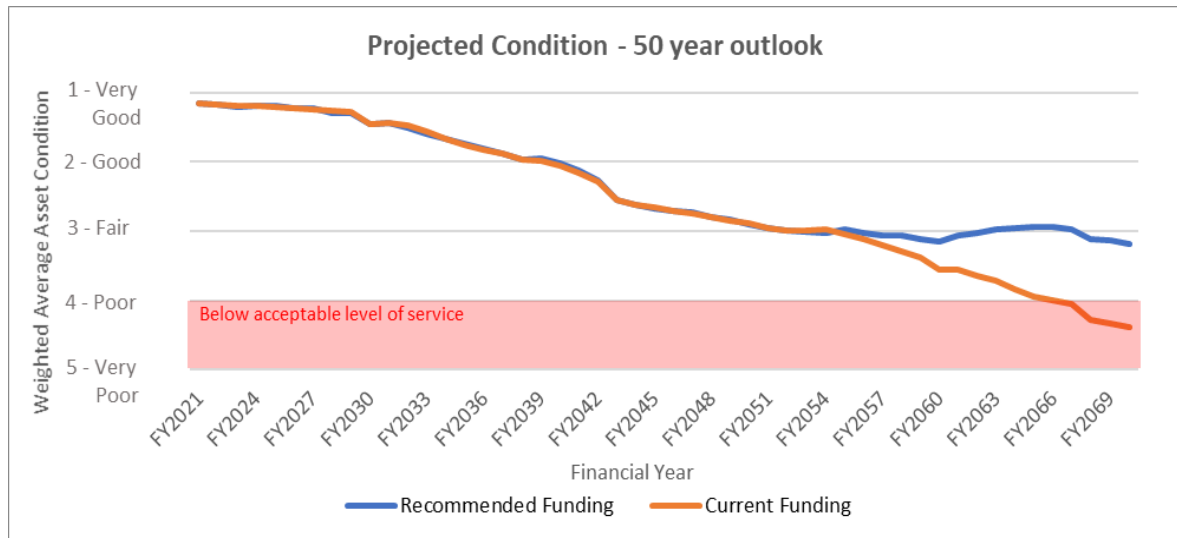


Figure 4 - Asset Projected Condition Outlook

The recommended total budget allocations are outlined below:

- Retain the current budget of **\$25,000 per annum** for materials for Green Infrastructure maintenance.
- Continue the current annual operational budget of **\$75,000** beyond FY2023 to provide a continuous program for renewal and maintenance of wildlife stencils (road marking).
- Allocate a new budget of **\$48,000 per annum** for inspection and maintenance of Green Infrastructure assets from FY2023 onwards.
- Allocate a new minor modifications budget of **\$50,000 per annum** from FY2023 onwards.
- Continue to invest in new Green Infrastructure acquisitions as per the current program, and subsequent reviews, i.e. **\$11.0M** over the next 10 years.
- Maintain the current capital renewal budget (**average of \$200,000 per annum**) through to FY2054 and then increase to **\$800,000** from FY2055 onwards (subject to actual condition evaluations).

Should these recommended budget allocations be adopted into the next long term financial forecast, the predicted condition profile of the Green Infrastructure asset portfolio will be in a much improved position for the Council and will minimise the risk of future large lump sum replacement expenditure.

As per Council's strategic asset management framework, it is imperative that Council adopts a proactive approach to managing assets including planned maintenance. The proactive approach will extend the life of assets and minimise the risk of assets reaching a state beyond repair, where expensive full replacement costs would otherwise be incurred.

The recommended funding adjustments, both for capital renewal/replacement and planned maintenance, will allow Council to achieve its strategic asset management objectives including:

- Organisational commitment to effective asset management
- Managing risk appropriately
- Delivery of services to agreed standards
- Optimise asset performance
- Minimize asset failure through earlier intervention.

3.7 Economic Benefit Implications

Sustainable provision and management of Moreton Bay Regional Council's (MBRC) Green Infrastructure assets supports economic growth across the region. Additionally, a well-managed Green Infrastructure asset portfolio improves the overall amenity of the region and is highly valued by the community.

ITEM 2.3 GREEN INFRASTRUCTURE PORTFOLIO ASSET MANAGEMENT PLAN - 62132212 (Cont.)

3.8 Environmental Implications

The effective management of MBRC's Green Infrastructure assets assists in improving environmental outcomes.

3.9 Social Implications

The timely and cost-effective management of MBRC's Green Infrastructure assets contributes to the overall benefit of residents, visitors, business and industry, by providing the necessary assets to support the region's quality lifestyle.

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 decision in this matter.

3.11 Consultation / Communication

MBRC officers, asset owners and Councillors have been consulted in the preparation of this plan.

UNCONFIRMED

**3 ENGINEERING, CONSTRUCTION & MAINTENANCE SESSION****(Cr B Savige)****ITEM 3.1****TENDER - 2021/2022 MBRC ROAD RESURFACING PROGRAM**

*Meeting / Session:* 3 ENGINEERING, CONSTRUCTION & MAINTENANCE  
*Reference:* 61888288 : 27 May 2021 - Refer **Confidential Supporting Information**  
**61817460, 61817459 & 61817458**  
*Responsible Officer:* EH, Team Leader Operations (ECM Asset Maintenance)

**Executive Summary**

Tenders were called for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' project through open tender using LG Tender Box. The tender contained three separable portions which are based on the resurfacing type and location of works across the region. Tenders closed on 23 March 2021, with offers received from eight companies for each separable portion of works.

It is recommended that the tender for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' project be awarded as follows, as these offers represent the best overall outcomes to Council.

**Separable Portion 1** - That the tender for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' - Separable Portion 1 project, typically for asphalt road resurfacing in Divisions 1 to 6, be awarded to Suncoast Asphalt Pty Ltd for the annual sum of \$ 6,280,473 (excluding GST) for an initial period of two years (1 July 21 to 30 June 2023) with the option to extend by a further three x one-year periods, subject to contractor acceptance and satisfactory performance.

**Separable Portion 2** - That the tender for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' - Separable Portion 2 project, typically for asphalt road resurfacing in Divisions 7 to 12, be awarded to Downer EDI Works Pty Ltd for the annual sum of \$ 6,907,628 (excluding GST) for an initial period of two years (1 July 21 to 30 June 2023) with the option to extend by a further three x one-year periods, subject to contractor acceptance and satisfactory performance.

**Separable Portion 3** - That the tender for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' - Separable Portion 3 project, typically for bitumen spray seal surfacing region wide, be awarded to Downer EDI Works Pty Ltd for the annual sum \$ 1,117,864 (excluding GST) for an initial period of two years (1 July 21 to 30 June 2023) with the option to extend by a further three x one-year periods, subject to contractor acceptance and satisfactory performance.

This project has been awarded in accordance with Council's Procurement Policy under the Competitive Local Business and Industry (local preference) initiative and the successful tenderers operate locally.

**RESOLUTION****Moved by Cr Cath Tonks****Seconded by Cr Adam Hain****CARRIED 13/0**

1. That the tender for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' - Separable Portion 1 project, typically for asphalt road resurfacing in Divisions 1 to 6, be awarded to Suncoast Asphalt Pty Ltd for the annual sum of \$6,280,473 (excluding GST) for an initial period of two years (1 July 21 to 30 June 2023) with the option to extend by a further three x one-year periods, subject to contractor acceptance and satisfactory performance.
  - a) That the Council enters into an agreement with Suncoast Asphalt Pty Ltd as described in this report.

ITEM 3.1 TENDER - 2021/2022 MBRC ROAD RESURFACING PROGRAM - 61888288 (Cont.)

- b) That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, negotiating, making, amending, signing and discharging the agreement with Suncoast Asphalt Pty Ltd for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' - Separable Portion 1 project and any required variations of the agreement on Council's behalf.
      - c) That it be noted this project has been awarded in accordance with Council's Procurement Policy under the Competitive Local Business and Industry (local preference) initiative and the successful tenderer operates locally.
2. That the tender for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' - Separable Portion 2 project, typically for asphalt road resurfacing in Divisions 7 to 12, be awarded to Downer EDI Works Pty Ltd for the annual sum of \$ 6,907,628 (excluding GST) for an initial period of two years (1 July 21 to 30 June 2023) with the option to extend by a further three x one-year periods, subject to contractor acceptance and satisfactory performance.
  - a) That the Council enters into an agreement with Downer EDI Works Pty Ltd as described in this report.
  - b) That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, negotiating, making, amending, signing and discharging the agreement with Downer EDI Works Pty Ltd for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' - Separable Portion 2 project and any required variations of the agreement on Council's behalf.
  - c) That it be noted this project has been awarded in accordance with Council's Procurement Policy under the Competitive Local Business and Industry (local preference) initiative and the successful tenderer operates locally.
3. That the tender for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' - Separable Portion 3 project, typically for bitumen spray seal surfacing region wide, be awarded to Downer EDI Works Pty Ltd for the annual sum of \$1,117,864 (excluding GST) for an initial period of two years (1 July 21 to 30 June 2023) with the option to extend by a further three x one-year periods, subject to contractor acceptance and satisfactory performance.
  - a) That the Council enters into an agreement with Downer EDI Works Pty Ltd as described in this report.
  - b) That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, negotiating, making, amending, signing and discharging the agreement with Downer EDI Works Pty Ltd for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' - Separable Portion 3 project and any required variations of the agreement on Council's behalf.
  - c) That it be noted this project has been awarded in accordance with Council's Procurement Policy under the Competitive Local Business and Industry (local preference) initiative and the successful tenderer operates locally.

ITEM 3.1 TENDER - 2021/2022 MBRC ROAD RESURFACING PROGRAM - 61888288 (Cont.)

OFFICER'S RECOMMENDATION

1. That the tender for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' - Separable Portion 1 project, typically for asphalt road resurfacing in Divisions 1 to 6, be awarded to Suncoast Asphalt Pty Ltd for the annual sum of \$6,280,473 (excluding GST) for an initial period of two years (1 July 21 to 30 June 2023) with the option to extend by a further three x one-year periods, subject to contractor acceptance and satisfactory performance.
  - a. That the Council enters into an agreement with Suncoast Asphalt Pty Ltd as described in this report.
  - b. That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, negotiating, making, amending, signing and discharging the agreement with Suncoast Asphalt Pty Ltd for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' - Separable Portion 1 project and any required variations of the agreement on Council's behalf.
  - c. That it be noted this project has been awarded in accordance with Council's Procurement Policy under the Competitive Local Business and Industry (local preference) initiative and the successful tenderer operates locally.
2. That the tender for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' - Separable Portion 2 project, typically for asphalt road resurfacing in Divisions 7 to 12, be awarded to Downer EDI Works Pty Ltd for the annual sum of \$ 6,907,628 (excluding GST) for an initial period of two years (1 July 21 to 30 June 2023) with the option to extend by a further three x one-year periods, subject to contractor acceptance and satisfactory performance.
  - a. That the Council enters into an agreement with Downer EDI Works Pty Ltd as described in this report.
  - b. That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, negotiating, making, amending, signing and discharging the agreement with Downer EDI Works Pty Ltd for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' - Separable Portion 2 project and any required variations of the agreement on Council's behalf.
  - c. That it be noted this project has been awarded in accordance with Council's Procurement Policy under the Competitive Local Business and Industry (local preference) initiative and the successful tenderer operates locally.
3. That the tender for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' - Separable Portion 3 project, typically for bitumen spray seal surfacing region wide, be awarded to Downer EDI Works Pty Ltd for the annual sum of \$1,117,864 (excluding GST) for an initial period of two years (1 July 21 to 30 June 2023) with the option to extend by a further three x one-year periods, subject to contractor acceptance and satisfactory performance.
  - a. That the Council enters into an agreement with Downer EDI Works Pty Ltd as described in this report.
  - b. That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, negotiating, making, amending, signing and discharging the agreement with Downer EDI Works Pty Ltd for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' - Separable Portion 3 project and any required variations of the agreement on Council's behalf.
  - c. That it be noted this project has been awarded in accordance with Council's Procurement Policy under the Competitive Local Business and Industry (local preference) initiative and the successful tenderer operates locally.

ITEM 3.1 TENDER - 2021/2022 MBRC ROAD RESURFACING PROGRAM - 61888288 (Cont.)

**REPORT DETAIL**

**1. Background**

The '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' tender forms part of Moreton Bay Regional Council's (MBRC) multi-year road resurfacing program. The initial contract period is two years (1 July 21 to 30 June 2023) with the option to extend by a further three x one-year periods, subject to satisfactory performance and contractor acceptance. This tender is for programmed capital resurfacing works identified for year one of this multi-year program.

This tender has been divided into three separable portions based on locality and treatment. Separable Portions 1 and 2 are primarily asphalt resurfacing works, divided by their locality (typically north and south). Separable Portion 3 is primarily spray sealed surfacing located region wide with a selection of projects to be coordinated with pavement preparations undertaken by MBRC internal construction teams. The program scope also includes some minor civil works including, but not limited to, gully pit and kerb and channel replacement where required.

**2. Explanation of Item**

Tenders were called for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' project through open tender using LG Tender Box. Tenders closed on 23 March 2021, with Council receiving offers from eight companies for each separable portion of works.

The tender is a schedule of rates tender, with offers assessed by the evaluation panel in accordance with Council's Procurement Policy and the selection criteria set out in the tender documentation. Rates may require adjustment throughout the 2021/2022 financial year and subsequent financial years due to bitumen price rise and fall and CPI adjustments as set out in the tender documents.

The road resurfacing program incorporates the use of both standard mix and environmental mix designs. The latter mix types use recycled materials such as crushed glass, recycled plastics and recycled asphalt within the mix design. Allowances were made in the bill of quantities (BOQ) for tenderers to submit the option of provisional rates for such products.

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

**Separable Portion 1 - Road Resurfacing in Divisions 1 to 6**

Rank	Tenderer	Evaluation Score (Pre LP)	Evaluation Score (Post LP)
1	Downer EDI Works Pty Ltd - (Environmental)	100.00	115.00
2	Downer EDI Works Pty Ltd	98.18	98.18
3	<b>Suncoast Asphalt Pty Ltd</b>	<b>93.51</b>	<b>93.51</b>
4	Suncoast Asphalt Pty Ltd - (Environmental)	93.21	93.21
5	Fulton Hogan Industries Pty Ltd - (Alternate 2)	92.44	92.44
6	Austek Asphalt Services Pty Ltd - (Environmental)	92.42	92.42
7	Austek Asphalt Services Pty Ltd	91.99	91.99
8	Fulton Hogan Industries Pty Ltd - (Alternate 1/Environmental)	91.62	91.62
9	Fulton Hogan Industries Pty Ltd	91.26	91.26
10	Allen's Asphalt Pty Ltd	90.22	90.22



ITEM 3.1 TENDER - 2021/2022 MBRC ROAD RESURFACING PROGRAM - 61888288 (Cont.)

Rank	Tenderer	Evaluation Score (Pre LP)	Evaluation Score (Post LP)
11	Allen's Asphalt Pty Ltd - (Environmental)	89.39	89.39
12	Stanley Macadam Pty Ltd TA Stanley Road Construction	85.70	85.70
13	Colas QLD Pty Ltd	85.20	85.20
14	Colas QLD Pty Ltd - (Environmental)	82.64	82.64
15	SS Bradley Road Solutions Pty Ltd	Non-Conforming	Non-Conforming

**Downer EDI Works Pty Ltd ('Downer')** - provided a quality submission, clearly setting out its ability to deliver the program, and demonstrated the required level of knowledge, experience and resources required to undertake these works. Downer have performed similar works for MBRC in previous years to a satisfactory standard. Downer's submission contained rates for environmental mixes which includes high recycled asphalt content (RAP), recycled glass, recycled soft plastics (shopping bags) and recycled ink cartridge toner.

Downer's environmental mix offer was the lowest priced submission for this portion and received the highest evaluation score. Concerns were raised through the evaluation process with awarding the entirety of the resurfacing program to one contractor and the inherent risk this would bring MBRC. In the best interest to MBRC and to mitigate this risk it was decided to only award SP2 & SP3 to Downer.

**Suncoast Asphalt Pty Ltd ('Suncoast')** - provided a quality submission, clearly setting out its ability to deliver the program, and demonstrated the required level of knowledge, experience and resources required to undertake these works. Suncoast have delivered SP1 for the last two consecutive years to a high standard which was evident through their high Contractor Performance Report scores.

Suncoast's standard mix submission for SP1 was the third lowest priced offer and received the third highest evaluation score. Given the risks identified above in awarding all separable portions to one supplier, the offer from Suncoast for SP1 is deemed best value for Council and is the recommendation of the evaluation panel for SP1.

**Austek Asphalt Services Pty Ltd ('Austek')** - provided a quality submission, clearly setting out its ability to deliver the program, and demonstrated the required level of knowledge, experience and resources required to undertake these works. Austek have delivered similar resurfacing works for the last two consecutive years to a high standard which was evident through their high Contractor Performance Report scores. Austek's submission contained provisional rates for environmental mixes which included high recycled asphalt content (RAP) and the use of recycled tyres both in the asphalt mix (carbon char) and through the use of tyre derived fuel oil in the manufacturing of the asphalt mix.

Austek's Environmental Mix submission for SP1 was the fifth lowest priced offer and received the sixth highest evaluation score, and so this offer was not deemed best value for Council.

The offer from **SS Bradley Road Solutions Pty Ltd** only provided rates for one of the items requested in the tender, therefore this offer was deemed non-conforming.

ITEM 3.1 TENDER - 2021/2022 MBRC ROAD RESURFACING PROGRAM - 61888288 (Cont.)

**Separable Portion 2 - Road Resurfacing in Divisions 7 to 12**

Rank	Tenderer	Evaluation Score (Pre LP)	Evaluation Score (Post LP)
1	<b>Downer EDI Works Pty Ltd - (Environmental)</b>	<b>100.00</b>	<b>115.00</b>
2	Downer EDI Works Pty Ltd	97.95	97.95
3	<b>Austek Asphalt Services Pty Ltd - (Environmental)</b>	<b>91.23</b>	<b>91.23</b>
4	Suncoast Asphalt Pty Ltd	91.06	91.06
5	Austek Asphalt Services Pty Ltd	90.74	90.74
6	Suncoast Asphalt Pty Ltd - (Environmental)	90.72	90.72
7	Fulton Hogan Industries Pty Ltd - (Alternate 2)	90.33	90.33
8	Fulton Hogan Industries Pty Ltd - (Alternate 1/Environmental)	89.34	89.34
9	Fulton Hogan Industries Pty Ltd	88.97	88.97
10	Allen's Asphalt Pty Ltd	88.68	88.68
11	Allen's Asphalt Pty Ltd - (Environmental)	87.73	87.73
12	Stanley Macadam Pty Ltd TA Stanley Road Construction	84.24	84.24
13	Colas QLD Pty Ltd	80.56	80.56
14	Colas QLD Pty Ltd - (Environmental)	77.63	77.63
15	SS Bradley Road Solutions Pty Ltd	Non-Conforming	Non-Conforming

**Downer EDI Works Pty Ltd ('Downer')** - provided a quality submission, clearly setting out its ability to deliver the program, and demonstrated the required level of knowledge, experience and resources required to undertake these works. Downer have performed similar works for MBRC in previous years to a high standard. Downer's submission contained provisional rates for environmental mixes which includes high recycled asphalt content (RAP), recycled glass, recycled soft plastics (shopping bags) and recycled ink cartridge toner.

Downer's submission for SP2 Environmental Mix was the lowest priced submission and received the highest evaluation score. Based on this, the offer from Downer for SP2 is deemed best value for Council and is the recommendation of the evaluation panel for SP2.

**Austek Asphalt Services Pty Ltd ('Austek')** - provided a quality submission, clearly setting out its ability to deliver the program, and demonstrated the required level of knowledge, experience and resources required to undertake these works. Austek have delivered similar resurfacing works for the last two consecutive years to a high standard which was evident through their high Contractor Performance Report scores. Austek's submission contained provisional rates for environmental mixes which included high recycled asphalt content (RAP) and the use of recycled tyres both in the asphalt mix (carbon char) and through the use of tyre derived fuel oil in the manufacturing of the asphalt mix.

Austek's Environmental Mix submission was the third lowest priced offer and received the third highest evaluation score for SP2, and so this offer was not deemed best value for Council.



ITEM 3.1 TENDER - 2021/2022 MBRC ROAD RESURFACING PROGRAM - 61888288 (Cont.)

**Suncoast Asphalt Pty Ltd ('Suncoast')** - provided a quality submission, clearly setting out its ability to deliver the program, and demonstrated the required level of knowledge, experience and resources required to undertake these works. Suncoast have delivered similar works for the last two consecutive years to a high standard which was evident through their high Contractor Performance Report scores. Suncoast's submission contained provisional rates for environmental mixes which includes high recycled asphalt content (RAP) and recycled HDPE plastics (milk bottles, shampoo bottles).

Suncoast's Environmental mix for SP2 was the seventh lowest priced and received the sixth highest evaluation score, and so this offer was not deemed best value to council.

The offer from **SS Bradley Road Solutions Pty Ltd** only provided rates for the one of the items requested in the tender, therefore this offer was deemed non-conforming.

**Separable Portion 3 - Spray Seal Surfacing Region Wide**

Rank	Tenderer	Evaluation Score (Pre LP)	Evaluation Score (Post LP)
1	<b>Downer EDI Works Pty Ltd - (Environmental)</b>	<b>99.79</b>	<b>114.79</b>
2	Downer EDI Works Pty Ltd	99.42	114.42
3	<b>Austek Asphalt Services Pty Ltd - (Environmental)</b>	<b>98.09</b>	<b>113.09</b>
4	Austek Asphalt Services Pty Ltd	97.97	112.97
5	Allen's Asphalt Pty Ltd	96.53	111.53
6	Fulton Hogan Industries Pty Ltd - (Alternate 1/Environmental)	90.80	90.80
7	Fulton Hogan Industries Pty Ltd	90.60	90.60
8	Australian Road Services Pty Ltd	86.87	86.87
9	Colas QLD Pty Ltd	82.12	82.12
10	<b>Colas QLD Pty Ltd - (Environmental)</b>	<b>81.68</b>	<b>81.68</b>
11	Stanley Macadam Pty Ltd TA Stanley Road Construction	80.97	80.97
12	SS Bradley Road Solutions Pty Ltd	Non-Conforming	Non-Conforming

**Downer EDI Works Pty Ltd ('Downer')** - provided a quality submission, clearly setting out its ability to deliver the program, and demonstrated the required level of knowledge, experience and resources required to undertake these works. Downer have performed similar works for MBRC in previous years to a high standard. Downer's submission contained provisional rates for environmental mixes which includes high recycled asphalt content (RAP), recycled glass, recycled soft plastics (shopping bags) and recycled ink cartridge toner.

Downer's submission was the lowest priced submission for SP3 and received the highest evaluation score. Based on this, the offer from Downer for SP3 is deemed best value for Council and is the recommendation of SP3.

ITEM 3.1 TENDER - 2021/2022 MBRC ROAD RESURFACING PROGRAM - 61888288 (Cont.)

**Austek Asphalt Services Pty Ltd ('Austek')** - provided a quality submission, clearly setting out its ability to deliver the program, and demonstrated the required level of knowledge, experience and resources required to undertake these works. Austek have delivered SP3 for the last two consecutive years to a high standard which was evident through their high Contractor Performance Report scores. Austek's submission contained provisional rates for environmental mixes which included high recycled asphalt content (RAP) and the use of recycled tyres both in the asphalt mix (carbon char) and through the use of tyre derived fuel oil in the manufacturing of the asphalt mix.

Austek's environmental mix submission was the fourth lowest priced offer and received the third highest evaluation score for SP3, and so this offer was not deemed best value for Council.

**Allen's Asphalt Pty Ltd ('Allen's')** - provided a quality submission, clearly setting out its ability to deliver the program, and demonstrated the required level of knowledge, experience and resources required to undertake these works. Allen's have performed similar works for MBRC in previous years to a satisfactory standard. Allen's submission was the third lowest priced offer and received the fourth highest evaluation score for SP3 and so not deemed best value for Council.

The offer from **SS Bradley Road Solutions Pty Ltd** only provided rates for the one of the items requested in the tender, therefore this offer was deemed non-conforming.

### 3. Strategic Implications

#### 3.1 Legislative / Legal Implications

Due to the value of the work being greater than \$200,000, a tender process was undertaken through LG Tender Box.

#### 3.2 Corporate Plan / Operational Plan

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

#### 3.3 Policy Implications

This project/tender/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.

Tenders were assessed against Council's Procurement Policy under the Competitive Local Business and Industry (local preference) initiative.

#### 3.4 Risk Management Implications

A third-party review of financial status has been carried out on the recommended tenderers.

Suncoast Asphalt Pty Ltd receiving a rating of '*satisfactory*' which has confirmed they have the capability and financial capacity to carry out these tendered works.

Downer EDI Works Pty Ltd receiving a rating of '*very strong*' which has confirmed they have the capability and financial capacity to carry out these tendered works.

The recommended tenderers have advised that they do not foresee circumstances which would prevent the delivery of the separable portion work extents, including COVID-19 effects.

ITEM 3.1 TENDER - 2021/2022 MBRC ROAD RESURFACING PROGRAM - 61888288 (Cont.)

*Delivery Risk* – The budget funding for this program is substantial year on year and there remains a risk to both the company and MBRC in using one tenderer to deliver the entire road resurfacing program. To mitigate this risk Council officers are recommending a minimum of two tenderers be appointed to deliver these works on an annual basis.

Potential impacts on local traffic, buses and waste collection services have been identified as major risks for these projects. The mitigation strategies to minimise these risks are detailed below:

*Impact on local traffic* - The recommended tenderers will develop and present approved traffic management plans and approved traffic guidance schemes for this program. Traffic speeds will be reduced within the extent of the works to ensure safe passage for road users and construction activities.

*Impact on bus services* – The recommended tenderer’s traffic management methods will permit buses to maintain their normal routes. In addition to notifying affected residents, the contractors will notify relevant bus companies of the resurfacing works and the effect the works may have on services. Some projects may be undertaken at night to avoid peak traffic times and minimise disruption during school pick up times and business operating hours.

*Impact on waste collection services* - All works will be coordinated with normal waste collection times.

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 \$3.2M, providing the expenditure has been provided for in Council’s annual budget.

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

3.6 Financial Implications

Council has allocated \$28.4M in the draft 2021/2022 Capital Project Program budget for road resurfacing works across the region. All works as outlined below will be debited from the following Project Numbers: 101277, 101278, 101279, 101269, 101270, 101271, 101272, 101273, 101274, 101275, 101276 and 101280. All financials below are exclusive of GST.

The total value of the recommended tenders for this contract is:

Separable Portion 1 - Tender Price	\$ 6,280,472.72
Separable Portion 2 - Tender Price	\$ 6,907,628.28
Separable Portion 3 - Tender Price	\$ 1,117,864.56
Contingency (10%)	\$ 1,430,596.56
<u>QLeave</u>	<u>\$ 82,259.30</u>
<b><u>Total Project Cost</u></b>	<b><u>\$ 15,818,821.42</u></b>

Works will commence in July 2021 and be completed by the end of March 2022 for SP1 and SP2 with SP3 going through to the end of May 2022.

In addition to the above works, a selection of works will be undertaken internally by Council’s construction crews; these works are estimated at \$5.56M (ex GST). These internal works will be predominantly within Divisions 11 and 12.

The required line marking for all portions of works will be undertaken through MBRC’s standing purchasing arrangement register for line marking. Initial estimate of costs is \$0.8M (ex GST) based on previous programs and the current scope of works.

*ITEM 3.1 TENDER - 2021/2022 MBRC ROAD RESURFACING PROGRAM - 61888288 (Cont.)*

Based upon the above cost information being achieved, there will be approximately \$6.16M remaining from the budget allocation. The intention would be to bring forward road resurfacing projects from the 2022/2023 financial year road resurfacing program and undertake these in 2021/2022 financial year. Council will be further consulted as to the 'additional' program of works.

3.7 Economic Benefit Implications

The road resurfacing works will address pavement surface quality, extend the life of the pavements and reduce recurrent maintenance costs on the scheduled roads.

3.8 Environmental Implications

The tender assessment included a review of the recommended tenderer's environmental policies and procedures regarding environmental protection. The recommended tenderers have suitable environmental policies and procedures in place to undertake the works.

3.9 Social Implications

The works will improve vehicle safety and the roads' structural integrity and rideability.

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 decision in this matter.

3.11 Consultation / Communication

Consultation with residents will be undertaken utilising Project Notices. Direct communication with Translink and all emergency services, advising of the timing of the upcoming road works, will be undertaken once the tender has been awarded and a finalised program of works has been provided by the successful tenderers.

Variable Message Signage will be utilised and displayed prior to and throughout several larger select projects, to notify road users. The successful tenderers are required to provide written advice to all affected residents two days prior to projects being undertaken in their street etc.

**ITEM 3.2****TENDER - PETRIE - BEEVILLE ROAD - ROAD REHABILITATION AND INTERSECTION UPGRADE**

*Meeting / Session:* 3 ENGINEERING, CONSTRUCTION & MAINTENANCE  
*Reference:* 62114574 : 31 May 2021 - Refer **Confidential Supporting Information 62007984**  
*Responsible Officer:* AM, Project Engineer (ECM Project Management)

**Executive Summary**

Tenders were invited for the 'Petrie - Beeville Road - Road Rehabilitation and Intersection Upgrade (MBRC010775)' project. Tenders closed on 29 April 2021, with a total of nine tenders received, six of which were conforming.

It is recommended that the tender for the 'Petrie - Beeville Road - Road Rehabilitation and Intersection Upgrade (MBRC010775)' project be awarded to Allroads Pty Ltd, for the sum of \$5,377,101.55 (excluding GST) as this tender was evaluated as representing the best overall value to Council.

**RESOLUTION**

Moved by Cr Mick Gillam

Seconded by Cr Denise Sims (Deputy Mayor)

CARRIED 13/0

1. That the tender for the 'Petrie - Beeville Road - Road Rehabilitation and Intersection Upgrade (MBRC010775)' project be awarded to Allroads Pty Ltd, for the sum of \$5,377,101.55 (excluding GST).
2. That the Council enters into an agreement with Allroads 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 Allroads Pty Ltd for the 'Petrie - Beeville Road - Road Rehabilitation and Intersection Upgrade (MBRC010775)' project and any required variations of the agreement on Council's behalf.
4. That it be noted this project has been awarded in accordance with Council's Procurement Policy under the Competitive Local Business and Industry (local preference) initiative.
5. That to allow this tender to be awarded, Council commits the \$4,900,000 project budget allocation in the draft 2021/22 FY Capital Projects Program towards the project.
6. That to allow this project to continue, Council commits to the provision of an additional \$79,000.00 in the 21/22 FY quarter one financial review process towards the project.

ITEM 3.2 TENDER - PETRIE - BEEVILLE ROAD - ROAD REHABILITATION AND INTERSECTION UPGRADE - 62114574 (Cont.)

## OFFICER'S RECOMMENDATION

1. That the tender for the 'Petrie - Beeville Road - Road Rehabilitation and Intersection Upgrade (MBRC010775)' project be awarded to Allroads Pty Ltd, for the sum of \$5,377,101.55 (excluding GST).
2. That the Council enters into an agreement with Allroads 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 Allroads Pty Ltd for the 'Petrie - Beeville Road - Road Rehabilitation and Intersection Upgrade (MBRC010775)' project and any required variations of the agreement on Council's behalf.
4. That it be noted this project has been awarded in accordance with Council's Procurement Policy under the Competitive Local Business and Industry (local preference) initiative.
5. That to allow this tender to be awarded, Council commits the \$4,900,000 project budget allocation in the draft 2021/22 FY Capital Projects Program towards the project.
6. That to allow this project to continue, Council commits to the provision of an additional \$79,000.00 in the 21/22 FY quarter one financial review process towards the project.

## **REPORT DETAIL**

### **1. Background**

The project is located on Beeville Road, Petrie, from the Dayboro Road roundabout to the bend which adjoins 957 Torrens Road (entrance to park on Kurwongbah Dam).

The project scope includes the rehabilitation of the subject section of road, over 1500m, specifically, the works include:

- Reconfiguration of the existing 4-way priority-controlled intersection at Frenchs Road to traffic signals;
- Signalised pedestrian crossing facilities;
- Shoulder widening, to include on-road bicycle lanes and additional traffic turn lanes to all approaches;
- Pathway renewal and widening;
- Upgrade of raised medians;
- Renewal of the existing road surfaces and landscaping to medians; and
- Upgrade and renewal of stormwater drainage between Monavale Way and Relesah Drive.

The objective of the project is to improve the level of service and safety for pedestrians, cyclists and road users. This will be achieved through renewing pavement and road surfaces; and reducing traffic delays through intersection upgrade and signalling.

The works will commence as soon as the recommended tenderer has secured the projects' supply of steel reinforced concrete pipe (srp) needs. The recommended tenderer has allowed 10 weeks for this procurement element. Other tenderer's allowed longer periods in their respective tenderers. The recommended tenderer's program once srp has been secured is for twenty-five 25 weeks to complete, which includes an allowance for wet weather (42 days).



ITEM 3.2 TENDER - PETRIE - BEEVILLE ROAD - ROAD REHABILITATION AND INTERSECTION UPGRADE - 62114574 (Cont.)

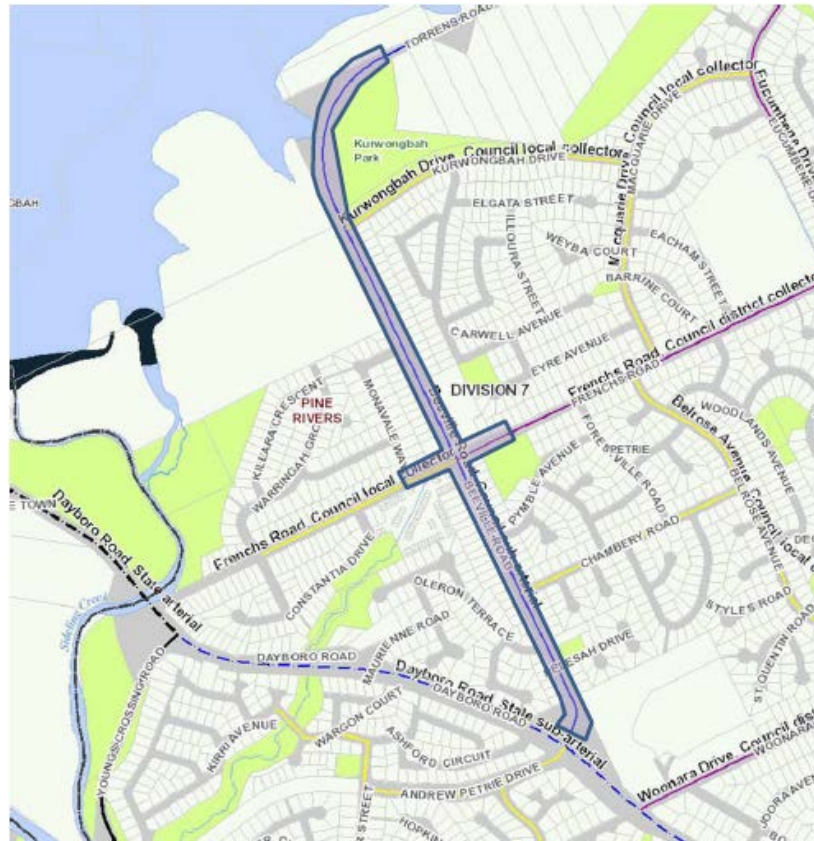


Figure 1: Beeville Road Locality Plan

2. Explanation of Item

Tenders for the 'Petrie - Beeville Road - Road Rehabilitation and Intersection Upgrade (MBRC010775)' project closed on 29 April 2021, with a total of nine tenders received, six of which were conforming. The tenders were assessed by the assessment panel in accordance with Council's Purchasing Policy and the selection criteria 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 Local Preference)	EVALUATION SCORE (Post Local Preference)
1	Allroads Pty Ltd	100.00	107.50
2	Ertech (Queensland) Pty Ltd	99.95	107.45
3	Civlec Pty Ltd TA GRC Civil	88.03	88.03
4	CCA Winslow Pty Ltd	87.57	87.75
5	CCA Winslow Pty Ltd Alternative Tender 2	85.54	85.54
6	Auzcon Pty Ltd	71.48	71.48
7	CCA Winslow Pty Ltd Alternative Tender 1	Non-Conforming	

ITEM 3.2 TENDER - PETRIE - BEEVILLE ROAD - ROAD REHABILITATION AND INTERSECTION UPGRADE - 62114574 (Cont.)

RANK	TENDERER	EVALUATION SCORE (Pre Local Preference)	EVALUATION SCORE (Post Local Preference)
8	CCA Winslow Pty Ltd Alternative Tender 3	Non-Conforming	
9	Envirosweep	Non-Conforming	

**Allroads Pty Ltd ('Allroads')** - submitted a comprehensive tender that demonstrated their experience on projects of similar scale and complexity. A tender clarification meeting was held on 15 May 2021, at which Allroads demonstrated their experience, methodology, understanding of the project and capability in delivery of the project. Allroads provided examples of relevant project experience, including Petrie Mill Intersection Upgrade (valued at \$9.4m) for Moreton Bay Regional Council, Raymont Road and Grange Road Intersection Upgrade (valued at \$3.45m) for Brisbane City Council and Wembley Road and Third Avenue, Berrinba Intersection Upgrade (valued at \$4.6m) for Logan City Council.

Allroads provided the most efficient programme for the proposed works and demonstrated an understanding of the requirements for working in a residential area, include methodology for night works. Allroads' submission included a comprehensive traffic management plan, following their review of a traffic study provided at tender stage. Allroads submitted the lowest tender price.

The evaluation panel recommends that the tender from Allroads represents the best overall value for Council.

**Ertech (Queensland) Pty Ltd ('EQ')** - submitted a comprehensive tender, detailing their construction methodology and demonstrating experience on similar projects. A program of 31 weeks from commencement on site, following an 18-26 week lead time for SRCP, was provided, inclusive of a wet weather allowance (42 days). There were no additional benefits identified for the higher price.

**Civlec Pty Ltd, trading as GRC Civil ('GRC')** - submitted a comprehensive tender, demonstrating their experience on projects of a similar scale and complexity, however, no additional benefits were identified for the higher price. GRC provided a construction program of 50 weeks, following an 18-20 week lead time for SRCP. The program provided included a wet weather allowance (100 days).

**Non-conforming tenders** – The alternative 1 and 3 submissions from CCA Winslow Pty Ltd were submitted as schedule of rates contract and not a lump sum contract. The tender from Envirosweep did not provide the mandatory tender documentation.

**3. Strategic Implications**

**3.1 Legislative / Legal Implications**

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

**3.2 Corporate Plan / Operational Plan**

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



ITEM 3.2 TENDER - PETRIE - BEEVILLE ROAD - ROAD REHABILITATION AND INTERSECTION UPGRADE - 62114574 (Cont.)

### 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.

Tenders were tested against Council's Procurement Policy under the Competitive Local Business and Industry (local preference) initiative.

### 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.

#### *Financial Risks:*

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

#### *Construction Risks:*

- a. The recommended tenderer will provide a program of works, staging plans, traffic management plans, safety management plan, environmental 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 natural environment and surrounding properties 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 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. At the tender clarification meeting, the recommended tenderer did not raise any foreseen COVID-19 related impacts which would affect material supply chains and overall time delivery of the project works.
- e. To avoid delays onsite, works will not commence until the required steel reinforced concrete pipes (scrp) have been received. The recommended tenderer has allocated a period of ten weeks in their tender offer. All conforming tenderers were requested to confirm the lead time allowance for scrp and also to provide an itemised cost for scrp supply. This information was requested for clarification purposes, at tender clarification stage, to enable Council to source the scrp directly, should contractor lead times not be achievable. Council has allowed 26 weeks lead time to mitigate risk and provide consistency across all of the tenders.
- f. An allowance has been made for night works for the installation of stormwater pipework.
- g. The project is not impacted by any Development Approvals.
- h. Dilapidation inspections will be conducted prior to works commencing on building and surrounding areas 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 \$3.2M, providing the expenditure has been provided for in Council's annual budget.

*The cost of this project requires an amendment to the budget allocation and is therefore reported to Council for consideration.*

ITEM 3.2 TENDER - PETRIE - BEEVILLE ROAD - ROAD REHABILITATION AND INTERSECTION UPGRADE - 62114574 (Cont.)

3.6 Financial Implications

Council has allocated a total of \$6,636,000 for this project, consisting of \$50,000 in the 2018/19 FY Capital Works Program for planning; \$180,000 in the 2019/20 FY Capital Works Program for design; \$1,506,000 in the 2020/21 FY Capital Works Program for service relocations and construction; and \$4,900,000 in the draft 2021/22 FY Capital Works Program for construction. All financials below are excluding GST.

Design 2019/20	\$	139,589.00
Service Relocations (Energex, Unitywater, Telstra)	\$	624,177.48
Construction tender	\$	5,377,101.55
Contingency (10%)	\$	537,710.16
QLeave (0.575%)	\$	30,918.33
<u>Construction Phase Consultant</u>	\$	5,000.00
<b><u>Total Project Cost</u></b>	<b>\$</b>	<b>6,714,496.52</b>

Estimated ongoing operational/maintenance costs \$ 14,500.00 per F/Y.

The budget amount for this project is insufficient. To allow this project to proceed, Council commits to the provision of an additional \$79,000 in the 21/22 FY quarter one financial review process.

3.7 Economic Benefit Implications

Once the project has been completed, the improved road pavement and medians will result in reduced maintenance and other lifecycle costs to Council.

3.8 Environmental Implications

An Environmental Management Plan will be provided to Council by the recommended 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 road upgrade will reduce the likelihood of traffic accidents, by improving sightlines for approach and departures and by providing a road environment that improves delineation and separation. Improved pedestrian and cycling facilities, including off road paths and on-road space for cycling are included in the rehabilitation works.

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 decision in this matter.

3.11 Consultation / Communication

The businesses and residents adjacent to the works will be notified of the works and expected construction timeframe four weeks prior to commencement via a project notice, project signage, door knocking. Variable message boards will be displayed two weeks prior to the commencement of construction works. These variable message boards will be used to advise motorists of changes throughout the construction duration. Residents will be notified of night works one weeks prior to commencement, via a notice with a reminder to follow two days prior to the works via a letter and door knocking. The detailed communications plan will include a Councillor weekly email update and website page with twice weekly updates. The Divisional Councillor has been consulted and is supportive of the project.

**ITEM 3.3****TENDER - BURPENGARY - CABOOLTURE REGIONAL ENVIRONMENTAL EDUCATION CENTRE (CREEC) - SITE POWER SYSTEM UPGRADE**

*Meeting / Session:* 3 ENGINEERING, CONSTRUCTION & MAINTENANCE  
*Reference:* 62072352 : 31 May 2021 - Refer **Confidential Supporting Information 61595528**  
*Responsible Officer:* PJ, Project Manager (ECM Project Management)

**Executive Summary**

Tenders were called from Council's Prequalified Electrical Services including Data Cabling Panel for the 'Burpengary - Caboolture Regional Environmental Education Centre - Site Power System Upgrade (MBRC009521 / VP218255)' project. Tenders closed on 27 April 2021 with a total of two tender submissions received, both of which were conforming.

It is recommended that the tender for the 'Burpengary - Caboolture Regional Environmental Education Centre - Site Power System Upgrade (MBRC009521 / VP218255)' project be awarded to Erinbowl Pty Ltd (trading as Base Electrical), for the sum of \$200,950.00 (excluding GST) as this tender was evaluated as representing the best overall value to Council.

**RESOLUTION**

Moved by Cr Mark Booth

Seconded by Cr Sandra Ruck

CARRIED 13/0

1. That the tender for the 'Burpengary - Caboolture Regional Environmental Education Centre - Site Power System Upgrade (MBRC009521 / VP218255)' project be awarded to Erinbowl Pty Ltd (trading as Base Electrical), for the sum of \$200,950.00 (excluding GST).
2. That the Council enters into an agreement with Erinbowl Pty Ltd (trading as Base Electrical), 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 Erinbowl Pty Ltd (trading as Base Electrical) for the 'Burpengary - Caboolture Regional Environmental Education Centre - Site Power System Upgrade (MBRC009521 / VP218255)' project and any required variations of the agreement on Council's behalf.
4. That it be noted the Local Preference Policy was not applied for this project as the project was procured via council Electrical Services including Data Cabling panel arrangement in line with Council's Procurement policy.
5. That to allow this project to continue, and for Council to be able to enter into the arrangement, Council commits to the provision of an additional \$137,000 in the 2021-22 FY Q1 financial review process towards the project.

*ITEM 3.3 TENDER - BURPENGARY - CABOOLTURE REGIONAL ENVIRONMENTAL EDUCATION CENTRE (CREEC) - SITE POWER SYSTEM UPGRADE - 62114574 (Cont.)*

## OFFICER'S RECOMMENDATION

1. That the tender for the '*Burpengary - Caboolture Regional Environmental Education Centre - Site Power System Upgrade (MBRC009521 / VP218255)*' project be awarded to Erinbowl Pty Ltd (trading as Base Electrical), for the sum of \$200,950.00 (excluding GST).
2. That the Council enters into an agreement with Erinbowl Pty Ltd (trading as Base Electrical), 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 Erinbowl Pty Ltd (trading as Base Electrical) for the '*Burpengary - Caboolture Regional Environmental Education Centre - Site Power System Upgrade (MBRC009521 / VP218255)*' project and any required variations of the agreement on Council's behalf.
4. That it be noted the Local Preference Policy was not applied for this project as the project was procured via council Electrical Services including Data Cabling panel arrangement in line with Council's Procurement policy.
5. That to allow this project to continue, and for Council to be able to enter into the arrangement, Council commits to the provision of an additional \$137,000 in the 2021-22 FY Q1 financial review process towards the project.

## **REPORT DETAIL**

### **1. Background**

The project is located at Caboolture Regional Environmental Education Centre (CREEC), 150 Rowley Road, Burpengary. The project scope is for the upgrade of power systems and infrastructure, which include:

- Upgrade of power supply and mains cabling to the site;
- Installation of new communications infrastructure, pit and conduit for future CCTV;
- New site main switchboard and demolish existing;
- Installation of new distribution switchboards and removal of existing, to the Visitor Centre and Nursery;
- Replacement of solar panels and inverter to the Visitor Centre; and
- Landscaping.

The objective of the project is to provide sufficient electrical capacity and communications infrastructure to support planned development of the site.

Construction will commence in June/July 2021 and is estimated to take 12 weeks to complete, which includes an allowance for wet weather.

ITEM 3.3 TENDER - BURPENGARY - CABOOLTURE REGIONAL ENVIRONMENTAL EDUCATION CENTRE (CREEC) - SITE POWER SYSTEM UPGRADE - 62114574 (Cont.)



Figure 2: Caboolture Regional Environmental Education Centre Locality Plan

**2. Explanation of Item**

Tenders were called from Council's Prequalified Electrical Services including Data Cabling Panel for the 'Burpengary - Caboolture Regional Environmental Education Centre - Site Power System Upgrade (MBRC009521 / VP218255)' project, which closed on 27 April 2021, with a total of two tenders received both of which were conforming. The tenders were assessed by the assessment panel in accordance with Council's Purchasing Policy and the selection criteria as set out in the tender documents.

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

RANK	TENDERER	EVALUATION SCORE
1	Erinbowl Pty Ltd (trading as Base Electrical)	100.00
2	Electrical Services Queensland Pty Ltd	90.83



*ITEM 3.3 TENDER - BURPENGARY - CABOOLTURE REGIONAL ENVIRONMENTAL EDUCATION CENTRE (CREEC) - SITE POWER SYSTEM UPGRADE - 62114574 (Cont.)*

**Erinbowl Pty Ltd, trading as Base Electrical ('BE')** - submitted a comprehensive and well-presented tender, demonstrating their experience, methodology, understanding and capability in delivery of the project. BE provided examples of relevant project experience, including Paris Park Pathway Lighting (valued at \$82k); Queens Beach Foreshore Lighting (valued at \$320k); and Caboolture Precinct CCTV Installation (valued at \$90k), all for Moreton Bay Regional Council.

BE provided the most efficient program for the proposed works and the lowest priced tender. The evaluation panel considers the tender from BE to represent the best overall value for Council.

**Electrical Services Queensland Pty Ltd ('ESQ')** - submitted a comprehensive and well-presented tender, demonstrating their project experience, however, there were no additional benefits identified for the higher price.

### 3. Strategic Implications

#### 3.1 Legislative / Legal Implications

Council sought quotations via Council's Prequalified Electrical Services inc Data Cabling Panel (MBRC009521) for the work through Vendor Panel, in accordance with the *Local Government Act 2009*.

#### 3.2 Corporate Plan / Operational Plan

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

#### 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.

The Local Preference Policy was not applied, as the project was procured via council Electrical Services including Data Cabling panel arrangement in line with Council's Procurement policy.

#### 3.4 Risk Management Implications

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

##### *Financial Risk:*

The recommended tenderer is prequalified on Council's Prequalified Electrical Services including Data Cabling Panel (MBRC009521).

##### *Construction Risks:*

- a. The recommended tenderer will provide a program of works, staging plans, traffic management plans, safety management plan, environmental 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 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.

ITEM 3.3 TENDER - BURPENGARY - CABOOLTURE REGIONAL ENVIRONMENTAL EDUCATION CENTRE (CREEC) - SITE POWER SYSTEM UPGRADE - 62114574 (Cont.)

- d. 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. At the tender clarification meeting, the recommended tenderer did not foresee any COVID-19 related impacts which would affect material supply chains and overall time delivery of the project works.
- e. The project is not impacted by any Development Approvals.
- f. Dilapidation inspections will be conducted prior to works commencing on building and surrounding areas 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 \$3.2M, providing the expenditure has been provided for in Council's annual budget.

*The cost of this project requires an amendment to the budget allocation and is therefore reported to Council for consideration.*

3.6 Financial Implications

Council has allocated a total of \$100,000 in the 2020/21 FY Capital Projects Program for the design and construction of this project. All financial information below is excluding GST.

Design	\$ 10,210.00
Tender Price (Construction)	\$ 200,950.00
Contingency 10%	\$ 20,095.00
Q-Leave (0.575%)	\$ 1,155.46
Supervision/Admin Costs	<u>\$ 4,400.00</u>

**Total Project Cost \$ 236,810.46**

Estimated ongoing operational/maintenance costs \$ 4,000.00 per F/Y.

The budget amount for this project is insufficient. To allow this project to proceed and for Council to enter into the arrangement, Council commits to the provision of an additional \$137,000 in the 2021-22 FY quarter one financial review process.

3.7 Economic Benefit Implications

A reduction in operational costs will be achieved through the installation of a new solar power system to the Visitor Centre. The project will also enable expansion of the site, providing potential future revenue from community and group use/hire.

3.8 Environmental Implications

An Environmental Management Plan will be provided to Council by the recommended 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

Delivery of the project will enable the expansion of the site, as per Council's Master Plan, providing increased community interaction and environmental education services.

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 decision in this matter.

*ITEM 3.3 TENDER - BURPENGARY - CABOOLTURE REGIONAL ENVIRONMENTAL EDUCATION CENTRE (CREEC) - SITE POWER SYSTEM UPGRADE - 62114574 (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 projects signs displayed on site prior to construction. The stakeholders, including Caboolture Regional Environmental Education Centre staff have been consulted regarding the project. The detailed communications plan will include a Councillor weekly email update and website page with fortnightly updates. The Divisional Councillor has been consulted and is supportive of the project.

UNCONFIRMED



**ITEM 3.4**

**TENDER - SAMFORD VALLEY - PRIVATE PERCY CASH PEDESTRIAN BRIDGE - CROSSING AND PATHWAY CONSTRUCTION**

*Meeting / Session:* 3 ENGINEERING, CONSTRUCTION & MAINTENANCE  
*Reference:* 62086536 : 31 May 2021 - Refer **Confidential Supporting Information 61841964**  
*Responsible Officer:* NM, Senior Project Manager (ECM Project Management)

**Executive Summary**

Tenders were called for the 'Samford Valley - Private Percy Cash Pedestrian Bridge - Crossing and Pathway Construction (MBRC010707)' project. The tender closed on 13<sup>th</sup> May 2021 with a total of six tenders received, five of which were conforming.

It is recommended that Council award the tender for 'Samford Valley - Private Percy Cash Pedestrian Bridge - Crossing and Pathway Construction (MBRC010707)' project to Cragcorp Pty Ltd (trading as Queensland Bridge and Civil) for the sum of \$3,478,220.00 (excluding GST) as this tender was evaluated as representing the best overall value to Council.

The project has received \$500,000 in funding from the State Government's Works for Queensland program; and up to a maximum of \$2,000,000 from the State Government's Department of Transport and Main Roads (DTMR).

**RESOLUTION**

Moved by Cr Darren Grimwade

Seconded by Cr Matt Constance

CARRIED 13/0

1. That the tender for the 'Samford Valley - Private Percy Cash Pedestrian Bridge - Crossing and Pathway Construction (MBRC010707)' project be awarded to Cragcorp Pty Ltd (trading as Queensland Bridge and Civil) for the sum of \$3,478,220 (excluding GST).
2. That the Council enters into an agreement with Cragcorp Pty Ltd (trading as Queensland Bridge and Civil) 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 Cragcorp Pty Ltd (trading as Queensland Bridge and Civil) for the 'Samford Valley - Private Percy Cash Pedestrian Bridge - Crossing and Pathway Construction (MBRC010707)' project and any required variations of the agreement on Council's behalf.
4. That it be noted this project has been awarded in accordance with Council's Procurement Policy under the Competitive Local Business and Industry (local preference) initiative.
5. That to allow Council to enter into the agreement Council commits the \$2,700,000 in funding allocated in the 21-22 FY draft Capital Projects Program to this project; and similarly, Council commits to the provision of an additional \$178,000 in funding for the project at the 21-22 FY quarter one financial review process.

ITEM 3.4 TENDER - SAMFORD VALLEY - PRIVATE PERCY CASH PEDESTRIAN BRIDGE - CROSSING AND PATHWAY CONSTRUCTION - 62086536 (Cont.)

## OFFICER'S RECOMMENDATION

1. That the tender for the 'Samford Valley - Private Percy Cash Pedestrian Bridge - Crossing and Pathway Construction (MBRC010707)' project be awarded to Cragcorp Pty Ltd (trading as Queensland Bridge and Civil) for the sum of \$3,478,220 (excluding GST).
2. That the Council enters into an agreement with Cragcorp Pty Ltd (trading as Queensland Bridge and Civil) 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 Cragcorp Pty Ltd (trading as Queensland Bridge and Civil) for the 'Samford Valley - Private Percy Cash Pedestrian Bridge - Crossing and Pathway Construction (MBRC010707)' project and any required variations of the agreement on Council's behalf.
4. That it be noted this project has been awarded in accordance with Council's Procurement Policy under the Competitive Local Business and Industry (local preference) initiative.
5. That to allow Council to enter into the agreement Council commits the \$2,700,000 in funding allocated in the 21-22 FY draft Capital Projects Program to this project; and similarly, Council commits to the provision of an additional \$178,000 in funding for the project at the 21-22 FY quarter one financial review process.

## **REPORT DETAIL**

### **1. Background**

The project is located adjacent to the Private Percy Cash Bridge, Mount Samson Road, Samford Valley. The scope of works includes the detailed design and construction of a pedestrian/cycle bridge over the South Pine River, and concrete pathway connections to the existing pathway and street network.

The need for the project has arisen from the existing DTMR road bridge being only wide enough for a single 3.5m wide traffic lane in each direction, with no provision for pedestrians or cyclists who are forced to walk or cycle across the bridge in the traffic lanes. The expected outcome of the project is the provision of a safe pedestrian and cyclist access route across South Pine River.

A low-level crossing, considering both upstream and downstream of the existing bridge was initially considered and design costs incurred. During final discussions on the low-level design crossing with DTMR, DTMR advised funds were available for a pedestrian bridge and cycleway, which was considered a far superior alternative. DTMR agreed to a 50/50 contribution towards the project to a maximum contribution value of \$2M.

On this basis, Council then proceeded with design of a high-level crossing on the upstream side of the existing DTMR road bridge. The upstream location was chosen as it provides better connectivity to existing road networks for cyclists, will require less vegetation removal and provides sufficient flood immunity. The high-level crossing design has now been approved by DTMR.

This tender relates to the construction phase and will commence in early July 2021 and take twenty-four weeks to complete, including allowances for lead times and two weeks wet weather.

ITEM 3.4 TENDER - SAMFORD VALLEY - PRIVATE PERCY CASH PEDESTRIAN BRIDGE - CROSSING AND PATHWAY CONSTRUCTION - 62086536 (Cont.)

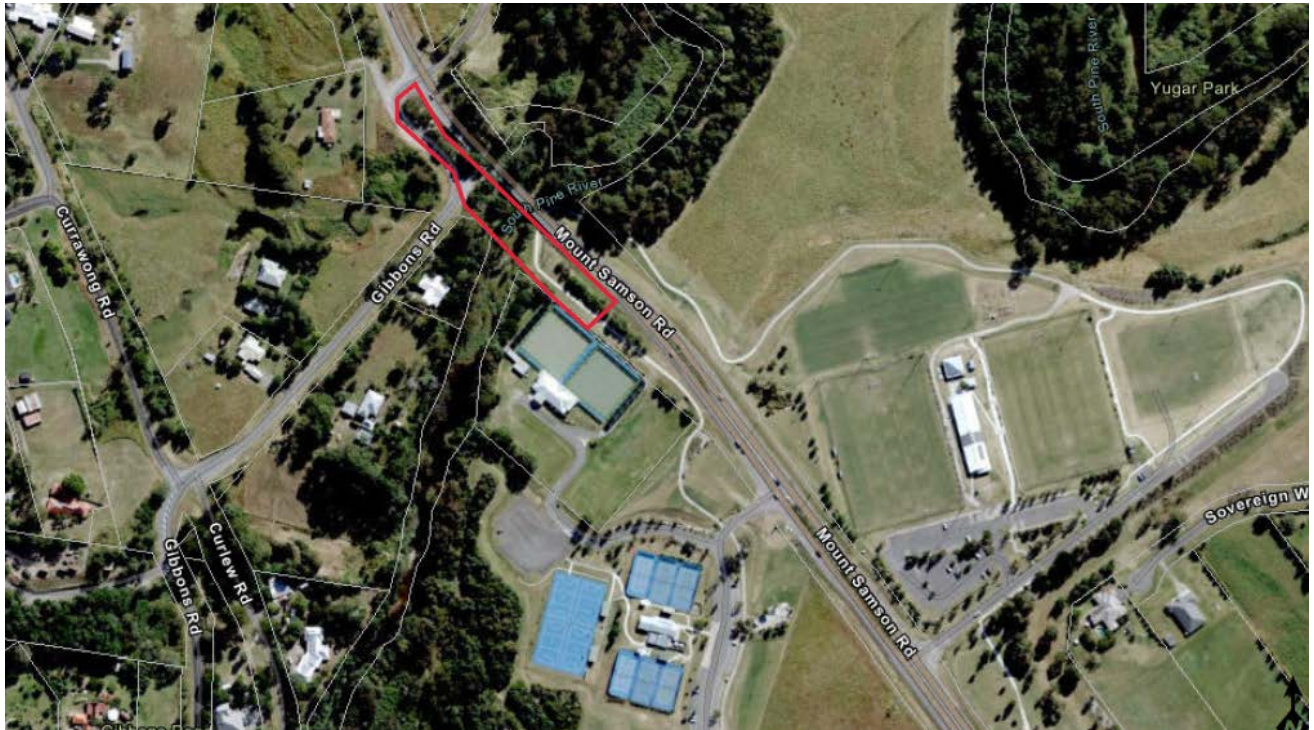


Figure 3: Location of Works

2. Explanation of Item

Tenders for the 'Samford Valley - Private Percy Cash Pedestrian Bridge - Crossing and Pathway Construction (MBRC010707)' project closed on 13<sup>th</sup> May 2021 with a total of six submissions received, five of which 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. The received tenders and evaluation scores are tabled below (ranked from highest to lowest):

RANK	TENDERER	EVALUATION SCORE (Pre-Local Preference)	EVALUATION SCORE (Post-Local Preference)
1	Cragcorp Pty Ltd (trading as Queensland Bridge and Civil)	95.71	103.21
2	Main Constructions Pty Ltd	93.49	100.99
3	Alder Constructions Pty Ltd	95.76	99.51
4	Davbridge Properties Pty Ltd (trading as Davbridge Constructions)	83.33	83.33
5	Auzcon Pty Ltd	81.78	81.78
6	Superior Kerb and Concreting	Non-conforming	Non-Conforming

**Cragcorp Pty Ltd, trading as Queensland Bridge and Civil ('QBC')** - submitted a detailed tender and demonstrated their methodology and experience on projects of similar nature. At the tender clarification meeting held 26 May 2021, QBC demonstrated their relevant experience, methodology, understanding and capability in delivering the project. QBC demonstrated how they will manage construction within a waterway, including access requirements and environmental management through erosion and control measures.

*ITEM 3.4 TENDER - SAMFORD VALLEY - PRIVATE PERCY CASH PEDESTRIAN BRIDGE - CROSSING AND PATHWAY CONSTRUCTION - 62086536 (Cont.)*

QBC's construction time frame of 24 weeks (including wet weather) and availability to commence in July presents less risk to Council as the project would mainly be completed during the dry season. Less time to complete the project also decreases the risk of constructing during a major weather event.

QBC provided examples of similar projects including - Veloway Pedestrian Bridge Packages 2 and 4 (\$5.5M) and Veloway Pedestrian Bridge Package 1 (\$2.8M) for DTMR and the Gateway North Connection Cycleway (\$5.8M) for Brisbane City Council.

QBC's tender achieved the highest evaluation score post local preference application. Further QBC's tender was considered by the evaluation panel to provide the lowest risk, based upon their detailed methodology and experience on many similar projects, and represented the best overall value to Council and is recommended by the assessment panel.

**Main Constructions Pty Ltd ('Main')** - submitted a comprehensive and well-presented tender and were the lowest price tender. At a tender clarification meeting held on 26 May 2021, Main demonstrated their project experience and capability in delivering the project and detailed their methodology in dealing with the risks associated with the project; however, did not receive the highest score by the evaluation panel post local preference application.

Main provided experience in projects that were of lesser scale and value to this project. Projects presented in the submission included the Beams Road Culvert Widening (\$680k) for Brisbane City Council, Maba Court Pedestrian bridge (\$603k) and Mango Hill Footbridge (\$270k) for Moreton Bay Regional Council.

Main provided a construction time frame of forty-two weeks to complete the works, including wet weather days. The evaluation panel considered that Main's offer presented greater risk as the project would be completed over a longer duration of the annual wet season.

**Alder Constructions Pty Ltd ('Alder')** - submitted a comprehensive and well-presented tender demonstrating their relevant project experience and were the second lowest tender pre application of the local procurement policy. Alder presented a time frame of 38 weeks to complete the project, presenting a project risk in terms of weather and the environment.

**Superior Kerb and Concreting ('Superior')** - Non-conforming, - the tenderer did not submit a conforming tender in accordance with tender documents as they provided kerb pricing only, not a lump sum tender for the overall project.

### **3. Strategic Implications**

#### **3.1 Legislative / Legal Implications**

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

#### **3.2 Corporate Plan / Operational Plan**

This project is consistent with the Corporate Plan outcome - Valuing Lifestyle: 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 tested against Council's Procurement Policy under the Competitive Local Business and Industry (local preference) initiative.



ITEM 3.4 TENDER - SAMFORD VALLEY - PRIVATE PERCY CASH PEDESTRIAN BRIDGE - CROSSING AND PATHWAY CONSTRUCTION - 62086536 (Cont.)

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.

A third party review of financial status has been carried out and the recommended tenderer was rated 'very strong'.

*Construction Risks:*

- a. The recommended tenderer will provide a program of works, safety management plan, environmental 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 monitored by Project Management.
- b. The recommended tenderer has indicated their understanding of the project site to ensure the safety and wellbeing of all during the works. This tenderer specialises in construction of bridge structures and has completed several successful projects for SEQ Councils, including bridges over water bodies.
- 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. An allowance for wet weather (2 weeks) is included in the recommended tenderer's construction program. 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. At the tender clarification meeting, the recommended tenderer did not raise any foreseen COVID-19 related impacts which would affect material supply chains and overall time delivery of the project works.
- e. There are no Development Approvals associated with, or impacting this project.

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 \$3.2M, providing the expenditure has been provided for in Council's annual budget.

*The cost of this project exceeds the delegated limit and requires an amendment to the budget allocation and is therefore reported to Council for consideration.*

3.6 Financial Implications

Council has allocated a total of \$4,200,000.00 in the Capital Projects Program towards this project, with \$47,481.00 for design in the 19/20 FY and \$1,452,519 in the 20/21 FY for construction. A further \$2,700,000 is identified in the draft 21/22 FY Capital Projects budget for construction. The project has received \$500,000 in funding from the State Government's Works for Queensland program and up to a maximum of \$2,000,000 from Queensland Transport and Main Roads for the project. All financial information provided below is excluding GST.

Design 19/20	\$ 47,481.00
Design 20/21	\$ 387,515.98
Energex Design	\$ 13,763.13
Unity Water Design	\$ 3,494.29
Telstra Design/Construction	\$ 68,829.60
Tender Price (Construction)	\$ 3,478,220.00
Contingency (10%)	\$ 347,822.00
Construction Phase Supervision	\$ 10,000.00
QLeave (0.575%)	<u>\$ 19,999.77</u>
<b>Total Project Cost</b>	<b><u>\$ 4,377,125.77</u></b>

ITEM 3.4 TENDER - SAMFORD VALLEY - PRIVATE PERCY CASH PEDESTRIAN BRIDGE - CROSSING AND PATHWAY CONSTRUCTION - 62086536 (Cont.)

Covid funding W4Q	\$ 500,000.00
Department of Main Roads funding	\$ 2,000,000.00
<b><u>Net cost to Council</u></b>	<b><u>\$ 1,877,125.77</u></b>

Estimated ongoing operational/maintenance costs \$13,500 per F/Y.

The budget amount for this project is insufficient. To allow Council to enter into the agreement, Council commits to the provision of an additional \$178,000.00 in the 21/22 FY quarter one financial review process.

3.7 Economic Benefit Implications

The new pedestrian bridge will provide safer access for cyclists and pedestrians to and from the north which will encourage local visitation and tourism.

3.8 Environmental Implications

The pedestrian bridge will encourage more journeys to be made using active means, taking people out of their cars and resulting in reduced emissions. Working in and around a watercourse presents a risk in rainfall events. Environmental impacts will be managed in accordance with a site-specific Environmental Management Plan provided by the recommended tenderer contractor.

3.9 Social Implications

Safety and comfort of all active transport users will improve with separation provided between cyclists/pedestrians and road traffic. With more people using active transport it will lead to a more accepted cycling culture in the community and less reliance on cars. More people using active transport means results in a healthier population.

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 decision in this matter

3.11 Consultation / Communication

A detailed communication plan has been prepared for this project. Communication strategies include project notices issued four weeks prior to commencement of works and project signs displayed on site four weeks prior to construction. Weekly email updates will be provided for the Divisional Councillor and include twice weekly webpage updates. The Divisional Councillor has been consulted and is supportive of the project.

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**4 PLANNING SESSION**

**(Cr D Grimwade)**

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No items for consideration.

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**5 COMMUNITY & ENVIRONMENTAL SERVICES SESSION**

**(Cr M Gillam)**

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**ITEM 5.1**

**NEW LEASE - PINE RIVERS RAPIDS BASEBALL CLUB INC. AND PINE RIVERS PUMAS RUGBY UNION CLUB INC.**

*Meeting / Session:* 5 COMMUNITY & ENVIRONMENTAL SERVICES  
*Reference:* 61928900 : 9 June 2020 - **Refer Supporting Information 61928901**  
*Responsible Officer:* CM, Supervisor Community Leasing (CES Community Services, Sport & Recreation)

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**Executive Summary**

This report seeks Council's approval for the provision of a lease to the Pine Rivers Rapids Baseball Club Inc. and the Pine Rivers Pumas Rugby Union Club Inc. at Les Hughes Sporting Complex, 119 Francis Road, Bray Park (Division 8) (refer Supporting Information #1).

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**RESOLUTION**

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Moved by Cr Cath Tonks

Seconded by Cr Sandra Ruck

**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 4, Pine Rivers Rapids Baseball Club Inc. be granted a lease over an area at 119 Francis Road, Bray Park (refer Supporting Information #1) for a period of five years.
3. That, subject to recommendation 4, Pine Rivers Pumas Rugby Union Club Inc. be granted a lease over an area at 119 Francis Road, Bray Park (refer Supporting Information #1) for a period of five years.
4. That the terms and conditions of the leases referred to in recommendations 2 and 3 above be in accordance with Council's Community Leasing Policy, with annual rental commencing at \$1.00 per annum.
5. That the Chief Executive Officer be authorised to take all action necessary including, but not limited to, negotiating, making, amending, signing and discharging the leases and any required variations of the leases on the Council's behalf, as described in this report.

*ITEM 5.1 NEW LEASE - PINE RIVERS RAPIDS BASEBALL CLUB INC. AND PINE RIVERS PUMAS RUGBY UNION CLUB INC. - 61928900 (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 4, Pine Rivers Rapids Baseball Club Inc. be granted a lease over an area at 119 Francis Road, Bray Park (refer Supporting Information #1) for a period of five years.
3. That, subject to recommendation 4, Pine Rivers Pumas Rugby Union Club Inc. be granted a lease over an area at 119 Francis Road, Bray Park (refer Supporting Information #1) for a period of five years.
4. That the terms and conditions of the leases referred to in recommendations 2 and 3 above be in accordance with Council's Community Leasing Policy, with annual rental commencing at \$1.00 per annum.
5. That the Chief Executive Officer be authorised to take all action necessary including, but not limited to, negotiating, making, amending, signing and discharging the leases and any required variations of the leases on the Council's behalf, as described in this report.

## **REPORT DETAIL**

### **1. Background**

Since the late 1980s, the Pine Rivers Rapids Baseball Club Inc. (Rapids) and the Pine Rivers Pumas Rugby Union Club Inc. (Pumas) have held leases with Council over the below mentioned facilities located at Les Hughes Sporting Complex, 119 Francis Road, Bray Park (refer to Supporting Information #2):

- Rapids
  - Clubhouse building; and
  - Batting shed.
- Pumas
  - Clubhouse building; and
  - Storage shed.

In 2013, Council endorsed a master plan for the site, which identified a requirement to convert one of the baseball fields to a senior rugby union field, and demolish the existing rugby union clubhouse (due to identified structural concerns) and extend the existing baseball clubhouse to accommodate rugby union. This project commenced in July 2019 and reached practical completion in April 2021.

As part of the above mentioned project, additional facilities for the Rapids have been constructed to support the club's operations. These facilities include a bullpen and storage shed (Refer Supporting Information #1).

In addition to the facilities constructed as part of this project, the Rapids have lodged an Improvement Works Application (IWA) with Council for the future construction of a scorer's office (refer Supporting Information #1). This application has been assessed by Council's key stakeholder departments, with no objections received.

With all existing tenure arrangements at this location now expired, new tenure agreements need to be entered into by Council with each group to enable their occupation of the new and future facilities at this location.



ITEM 5.1 NEW LEASE - PINE RIVERS RAPIDS BASEBALL CLUB INC. AND PINE RIVERS PUMAS RUGBY UNION CLUB INC. - 61928900 (Cont.)

**2. Explanation of Item**

To enable the Rapids and Pumas to occupy the new and future facilities at this location, Council will be required to enter into tenure agreements with each organisation over their respective areas of occupation. The proposed tenure arrangements are as follows:

- A lease to be provided to the Rapids over the batting shed, bullpen, storage shed, future scorer's office and part of the clubhouse (refer Supporting Information #1);
- A shared use licence to be provided to the Rapids over the canteen and breezeways (refer Supporting Information #1);
- A lease to be provided to the Pumas over part of the clubhouse (refer Supporting Information #1); and
- A shared use licence to be provided to the Pumas over the canteen and breezeways (refer Supporting Information #1).

Accordingly, this report recommends the provision of a lease to each organisation, 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. Council approval is not required for the establishment of the above-mentioned shared use licence agreements.

**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 5 of this report, it is proposed that the Chief Executive Officer be authorised to take all action necessary to execute the new leases.

**3.6 Financial Implications**                                       Nil identified

**3.7 Economic Benefit Implications**                                       Nil identified

**3.8 Environmental Implications**                                       Nil identified

*ITEM 5.1 NEW LEASE - PINE RIVERS RAPIDS BASEBALL CLUB INC. AND PINE RIVERS PUMAS RUGBY UNION CLUB INC. - 61928900 (Cont.)*

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 Gillam (Division 8);  
Relevant Council Departments;  
Pine Rivers Rapids Baseball Club Inc.  
Pine Rivers Pumas Rugby Union Club Inc.

UNCONFIRMED

**ITEM 5.2**  
**NEW LEASE - DECEPTION BAY GEM AND ALLIED CRAFTS CLUB INC.**

*Meeting / Session:* 5 COMMUNITY & ENVIRONMENTAL SERVICES  
*Reference:* 61936338 : 9 June 2021 - **Refer Supporting Information 61936339**  
*Responsible Officer:* CM, Supervisor Community Leasing (CES Community Services, Sport & Recreation)

**Executive Summary**

This report seeks Council's approval for the provision of a Trustee lease to the Deception Bay Gem and Allied Crafts Club Inc. at Progress Park Sports Fields, 24 Old Bay Road, Deception Bay (Division 5) (refer Supporting Information #1). The proposed lease would take effect following the group securing sufficient funding to complete a proposed building extension to their club facilities.

**RESOLUTION**

Moved by Cr Sandra Ruck

Seconded by Cr Cath Tonks

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 and 4, Deception Bay Gem and Allied Crafts Club Inc. be granted a lease over an area at 24 Old Bay Road, Deception Bay (refer Supporting Information #1) for a period aligning with the expiry of its existing lease at this location (31 October 2021).
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 grant of this lease be subject to the Deception Bay Gem and Allied Crafts Club Inc. securing sufficient funding to undertake the project referred to in this report.
5. That the Chief Executive Officer be authorised to take all action necessary including, but not limited to, negotiating, making, amending, signing and discharging the lease and any required variations of the lease on the Council's behalf, as described in this report.

ITEM 5.2 NEW LEASE - DECEPTION BAY GEM AND ALLIED CRAFTS CLUB INC. - 61936338 (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 and 4, Deception Bay Gem and Allied Crafts Club Inc. be granted a lease over an area at 24 Old Bay Road, Deception Bay (refer Supporting Information #1) for a period aligning with the expiry of its existing lease at this location (31 October 2021).
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 grant of this lease be subject to the Deception Bay Gem and Allied Crafts Club Inc. securing sufficient funding to undertake the project referred to in this report.
5. That the Chief Executive Officer be authorised to take all action necessary including, but not limited to, negotiating, making, amending, signing and discharging the lease and any required variations of the lease on the Council's behalf, as described in this report.

**REPORT DETAIL**

**1. Background**

Since 2008, the Deception Bay Gem and Allied Crafts Club Inc. (the Club) has held a lease with Council over club facilities at Progress Park Sports Fields, 24 Old Bay Road, Deception Bay (refer to Supporting Information #1) for the purpose of operating a gem club. The lease is due to expire on 31 October 2021.

The Club have advised Council of their desire to undertake a building extension to their facilities to provide additional space for their club operations.

Community group tenants of Council facilities must submit an Improvement Works Application (IWA) to obtain Council approval for proposed improvements (eg. building extensions) on Council-controlled land. In accordance with Council's Community Leasing Improvement Works and Area Amendments Policy Directive (2160-026), where an improvement will require an increase to the group's lease area of greater than 20% of the original lease area or 250m<sup>2</sup>, consideration by Council at a General Meeting is required.

**2. Explanation of Item**

The Club has lodged an IWA to Council for the construction of a building extension to their club facilities, which is proposed to be located outside of their existing lease area (refer Supporting Information #1). This application has been assessed by Council's key stakeholder departments, with no objections received.

Construction of the proposed building extension will require the Club's lease area to be increased by approximately 116m<sup>2</sup>, representing an increase of 54% in comparison to their existing lease at this location. In accordance with Council's Community Leasing Improvement Works and Area Amendments Policy Directive (2160-026), lease area amendments incorporating a lease area increase of greater than 20% require approval by Council at a General Meeting.

Accordingly, this report recommends that Council approves the granting of a new lease to the Club over the area identified in Supporting Information #1 under the terms and conditions of Council's Community Leasing Policy (2150-079). Further, it is recommended that: the term of this lease be aligned with the term of the Club's existing lease at this location (31 October 2021); and that the provision of the new lease be subject to the group securing sufficient funding to complete the proposed project.

ITEM 5.2 NEW LEASE - DECEPTION BAY GEM AND ALLIED CRAFTS CLUB INC. - 61936338 (Cont.)

### 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 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 agreement will be in accordance with Council's Community Leasing Policy (2150-079).

#### 3.4 Risk Management Implications Nil identified

#### 3.5 Delegated Authority Implications

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

#### 3.6 Financial Implications Nil identified

#### 3.7 Economic Benefit Implications Nil identified

#### 3.8 Environmental Implications Nil identified

#### 3.9 Social Implications

The issuing of a lease to the Club will provide the organisation with the ability to expand its existing facilities which will further support the Club's 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

Councillor Ruck (Division 5);  
Relevant Council Departments;  
Deception Bay Gem and Allied Crafts Club Inc.

**ITEM 5.3  
NEW LEASES - SAMFORD AREA MEN'S SHED INC. AND RILEY MOTOR CLUB  
QLD INC.**

*Meeting / Session:* 5 COMMUNITY & ENVIRONMENTAL SERVICES  
*Reference:* 61898353 : 16 April 2020 - **Refer Supporting Information 61898354**  
*Responsible Officer:* CM, Supervisor Community Leasing (CES Community Services, Sport & Recreation)

**Executive Summary**

This report seeks Council's approval for the provision of a lease to the Samford Area Men's Shed Inc. and the Riley Motor Club Qld Inc. at Denis Goodwin Reserve, 39 Showgrounds Drive, Highvale (Division 11) (*refer Supporting Information #1*).

**RESOLUTION**

Moved by Cr Darren Grimwade

Seconded by Cr Matt Constance

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 4, Samford Area Men's Shed Inc. be granted a lease over an area at 39 Showgrounds Drive, Highvale (*refer Supporting Information #1*) for a period of five years.
3. That, subject to recommendation 4, Riley Motor Club Qld Inc. be granted a lease over an area at 39 Showgrounds Drive, Highvale (*refer Supporting Information #1*) for a period of five years.
4. That the terms and conditions of this lease be in accordance with Council's Community Leasing Policy, with annual rental commencing at \$1.00 per annum.
5. That the Chief Executive Officer be authorised to take all action necessary including, but not limited to, negotiating, making, amending, signing and discharging the leases and any required variations of the leases on the Council's behalf, as described in this report.

ITEM 5.3 NEW LEASES - SAMFORD AREA MEN'S SHED INC. AND RILEY MOTOR CLUB QLD INC. - 61898353  
(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 4, Samford Area Men's Shed Inc. be granted a lease over an area at 39 Showgrounds Drive, Highvale (*refer Supporting Information #1*) for a period of five years.
3. That, subject to recommendation 4, Riley Motor Club Qld Inc. be granted a lease over an area at 39 Showgrounds Drive, Highvale (*refer Supporting Information #1*) for a period of five years.
4. That the terms and conditions of this lease be in accordance with Council's Community Leasing Policy, with annual rental commencing at \$1.00 per annum.
5. That the Chief Executive Officer be authorised to take all action necessary including, but not limited to, negotiating, making, amending, signing and discharging the leases and any required variations of the leases on the Council's behalf, as described in this report.

## **REPORT DETAIL**

### **1. Background**

Since 2014, the Samford Area Men's Shed Inc. has held a shared use licence with Council over an area at Denis Goodwin Reserve, 39 Showgrounds Drive, Highvale (*refer Supporting Information #1*) for the purpose of operating a men's shed. The most recent licence expired on 31 August 2020, with the organisation continuing to occupy the site on holding over terms.

In addition, since 2016 the Riley Motor Club Qld Inc. has occupied an area under the Samford Area Men's Shed Inc. licence (*refer to Supporting Information #1*) for the purpose of operating a car club. However, the group have expressed a desire to hold direct tenure with Council over their area of occupation.

### **2. Explanation of Item**

A review of the existing tenure arrangements with the Samford Area Men's Shed Inc. has identified an opportunity to implement a revised tenure model for the site that administers a consistent level of support to both users. This model would see a lease provided to the Samford Area Men's Shed Inc. over a reduced area incorporating only their areas of occupation (i.e. clubhouse and immediate surrounds), and the provision of a second lease to the Riley Motor Club Qld Inc. over its clubhouse and immediate surrounds.

Both groups have been consulted in relation to the proposed new tenure arrangements at this location and have advised officers of their support. 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



ITEM 5.3 NEW LEASES - SAMFORD AREA MEN'S SHED INC. AND RILEY MOTOR CLUB QLD INC. - 61898353  
(Cont.)

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 5 of this report, it is proposed that the Chief Executive Officer be authorised to take all action necessary to execute the new leases.

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 Darren Grimwade (Division 11);  
Relevant Council Stakeholders;  
Samford Area Men's Shed Inc;  
Riley Motor Club Qld Inc.



**ITEM 5.4  
LEASE RENEWAL - CABOOLTURE SPORTS CLUB LIMITED INC.**

*Meeting / Session:* 5 COMMUNITY & ENVIRONMENTAL SERVICES  
*Reference:* 61936334 : 23 April 2021 - **Refer Supporting Information 61936335**  
*Responsible Officer:* CM, Supervisor Community Leasing (CES Community Services, Sport & Recreation)

**Executive Summary**

This report seeks Council's approval for the provision of a trustee lease to the Caboolture Sports Club Limited at Dances Road Sportsgrounds, 107 Dances Road, Caboolture (Division 3) (*refer Supporting Information #1*).

**RESOLUTION**

Moved by Cr Adam Hain

Seconded by Cr Jodie Shipway

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, Caboolture Sports Club Limited be granted a lease over an area at 107 Dances Road, Caboolture (*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 5.4 LEASE RENEWAL - CABOOLTURE SPORTS CLUB LIMITED INC. - 61936334 (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, Caboolture Sports Club Limited be granted a lease over an area at 107 Dances Road, Caboolture (*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 Caboolture Sports Club Limited (the Club) have held a lease with Council over a clubhouse and storage shed at Dances Road Sportsgrounds, 107 Dances Road, Caboolture (*refer to Supporting Information #1*) for the purpose of operating a softball club. This lease is due to expire on 30 June 2021.

In 2016, the Club constructed and has since occupied a pitching practice shed at the site (*refer to 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 20% of the original lease area or 250m<sup>2</sup>, consideration by Council at a General Meeting is required.

**2. Explanation of Item**

Caboolture Sports Club Limited have made application to Council seeking renewal of its lease at Dances Road Sportsgrounds, 107 Dances Road, Caboolture under Council's Community Leasing Policy (2150-079). As part of the lease renewal assessment, Council officers identified the Club's occupation of the pitching practice shed and the need to include this area into the Club's future lease. Following discussions with the Club regarding its requested lease renewal, the Club has confirmed its desire to be granted a lease over a revised area inclusive of the clubhouse, storage shed and pitching practice shed.

The inclusion of the pitching practice shed will see the Club's lease area increase by approximately 260m<sup>2</sup>, representing an increase of 34% in comparison to their existing lease. Due to the size of the lease area increase being greater than 20% of the Club's original lease area, Council must consider the renewal at a General Meeting. Accordingly, this report recommends that Council approves the granting of a new lease to Caboolture Sports Club Limited 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 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).

ITEM 5.4 LEASE RENEWAL - CABOOLTURE SPORTS CLUB LIMITED INC. - 61936334 (Cont.)

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 4 of this report, it is proposed that the Chief Executive Officer be authorised to take all action necessary to execute the new leases.

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 Caboolture Sports Club Limited will provide the organisation with facilities to support its operations, as well as the operations of other site users.

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; and  
Caboolture Sports Club Limited.

## ITEM 5.5 LIBRARY SMART RETURN SHELVES

*Meeting / Session:* 5 COMMUNITY & ENVIRONMENTAL SERVICES  
*Reference:* 61825675 : 29 March 2021  
*Responsible Officer:* AB, Library Systems and eServices Leader (CES Cultural Services)

### Executive Summary

In 2016, Council commenced investment library smart return shelves which improved accessibility, supported faster return of library items and enhanced customer experience. After a competitive procurement process, the smart return shelves were provided by Bibliotheca Pty Ltd.

Council now owns a total of nine Bibliotheca smart return shelves, and for reasons of operational efficiency and consistency in customer experience, it is recommended that Council recognise Bibliotheca Pty Ltd as a sole supplier under subsection 235(a) of the Local Government Regulation 2012 in regards to the supply of Council's library smart return shelves until 30 June 2023.

### RESOLUTION

Moved by Cr Sandra Ruck

Seconded by Cr Jodie Shipway

CARRIED 13/0

1. That in accordance with section 235(a) of the Local Government Regulation 2012, Council is satisfied that Bibliotheca Pty Ltd is the only supplier who is reasonably available to provide library smart return shelves which are required to ensure guaranteed compatibility with Council's existing fleet and align with existing operations and customer experience, as described in this report.
2. That the Council enters into an agreement with Bibliotheca Pty Ltd for the provision of library smart return shelves until 30 June 2023, 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 and any required variations of the agreement on Council's behalf, as described in this report.

*ITEM 5.5 LIBRARY SMART RETURN SHELVES - 61825675 (Cont.)*

## OFFICER'S RECOMMENDATION

1. That in accordance with section 235(a) of the Local Government Regulation 2012, Council is satisfied that Bibliotheca Pty Ltd is the only supplier who is reasonably available to provide library smart return shelves which are required to ensure guaranteed compatibility with Council's existing fleet and align with existing operations and customer experience, as described in this report.
2. That the Council enters into an agreement with Bibliotheca Pty Ltd for the provision of library smart return shelves until 30 June 2023, 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 and any required variations of the agreement on Council's behalf, as described in this report.

## **REPORT DETAIL**

### **1. Background**

In 2016, Moreton Bay Regional Council introduced Bibliotheca smart return shelves at Bribie Island Library and over the next three years, Bibliotheca smart shelves were installed at Arana Hills, Albany Creek and Caboolture libraries.

In 2019, Council purchased five more sets of smart return shelves (2 x North Lakes Library, 2 x Redcliffe Library and 1 x Strathpine Library). Bibliotheca was again the successful supplier in the Request for Quote process.

Library's strategic planning has identified that Burpengary Library should be the next location to receive smart return shelving in 2021/22. From 2023, Council will commence a replacement program of the fleet of smart return shelves, as units reach end-of-life.

This report requests that in accordance with section 235(a) of the Local Government Regulation 2012, Council recognises that Bibliotheca Pty Ltd is the only supplier who is reasonably available to provide library smart return shelves with guaranteed compatibility with Council's existing fleet and to align with existing operations and customer experience.

### **2. Explanation of Item**

The current fleet of smart return shelves, across eight libraries, means that customers are accustomed to the Bibliotheca user-experience. Aiming for a standardised fleet also helps establish the library brand consistency across the region.

Bibliotheca Pty Ltd own the software, intellectual property and licensing rights related to Council's existing smart return shelves. Bibliotheca Pty Ltd is the only provider who has the capability of supplying smart return shelves consistent with Council's existing fleet of smart return shelves.

Under the provisions of section 235(a) of the Local Government Regulation 2012, Council may enter into a medium-sized contract with a provider without seeking quotes, if it is satisfied that the provider is the only supplier who is reasonably available to provide the product.

It is therefore recommended that Council recognise Bibliotheca as a sole supplier under section 235(a) of the Local Government Regulation 2012 regarding procurement of library smart return shelves until 30 June 2023.

ITEM 5.5 LIBRARY SMART RETURN SHELVES - 61825675 (Cont.)

**3. Strategic Implications**

3.1 Legislative / Legal Implications

Section 235(a) of the Local Government Regulation 2012, Council may enter into a medium-sized contract with a provider without seeking quotes, if it is satisfied that that is the only supplier who is reasonably available to provide the product.

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 endorsement that this report is in accordance with Council's Procurement Policy 2150-006.

3.4 Risk Management Implications

Risk to customer satisfaction due to inconsistency in customer service and user experience.

3.5 Delegated Authority Implications

The total value of the 5-year projected procurement is within the financial delegation of the Director Community & Environmental Services.

3.6 Financial Implications

The Cultural Services Department has budget allocations for the acquisition and ongoing maintenance of smart return shelves.

3.7 Economic Benefit Implications

Nil identified

3.8 Environmental Implications

Nil identified

3.9 Social Implications

The provision of a high-quality library service connects people with information, technology, experiences and each other and promotes communities that are connected, creative, innovative and economically successful.

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

Team Leader Procurement  
Manager Cultural Services  
Director Community & Environmental Services  
Legal Services

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**6 FINANCE & CORPORATE SERVICES SESSION**

**(Cr M Constance)**

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**ITEM 6.1  
2021/22 COUNCIL FEES AND CHARGES**

*Meeting / Session:* 6 FINANCE & CORPORATE SERVICES  
*Reference:* 62003101: 11 May 2021 - **Refer Supporting Information 62119343**  
*Responsible Officer:* DW, Coordinator Accounting Services (FCS Accounting Services)

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**Executive Summary**

The purpose of this report is to adopt the fees and charges schedule for 2021/22.

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**RESOLUTION**

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**Moved by Cr Jodie Shipway**

**Seconded by Cr Sandra Ruck**

**CARRIED 13/0**

**That the 2021/22 Schedule of Fees and Charges as provided in Supporting Information #1 be adopted and commence from 1 July 2021.**

ITEM 6.1 2021/22 COUNCIL FEES AND CHARGES - 62003101 (Cont.)

## OFFICER'S RECOMMENDATION

That the 2021/22 Schedule of Fees and Charges as provided in Supporting Information #1 be adopted and commence from 1 July 2021.

### **REPORT DETAIL**

#### **1. Background**

A Council briefing was conducted on 12 May 2021 for the purpose of sharing information and providing advice/views to Council on the matter. In line with Council's decision-making framework, an extract from the minutes of the briefing, is provided below:

*The CEO noted the way forward:*

*The draft fees and charges were reviewed at the Briefing and noted that a report to be submitted to the General Meeting for consideration of the 2021/22 Schedule of Fees and Charges.*

#### **2. Explanation of Item**

Council has in excess of 1000 fees and charges for specific services. These fees and charges are reviewed at least annually to ensure they are appropriate.

Fees and charges revenue represents a sizeable portion of the Council's overall operating revenues at approximately \$37 million per annum.

The majority of the proposed fees and charges for 2021/22 reflect an increase for the estimated Consumer Price Index (CPI) and wage rises.

In general terms if any fees and charges require amending over the course of the financial year a report will be presented to Council with those proposed amendments.

#### **3. Strategic Implications**

##### 3.1 Legislative / Legal Implications

All cost recovery fees identified in the attached reports have been prepared in accordance with the *Local Government Act 2009*.

##### 3.2 Corporate Plan / Operational Plan

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

##### 3.3 Policy Implications

Nil identified

##### 3.4 Risk Management Implications

The key strategic risk for Council in the setting of fees and charges is the projected revenue stream that they generate. Fees and charges revenue represents a sizeable portion of the Council's overall operating revenues and as such there is an element of risk associated with forecasting the expected revenue as many fees and charges are dependent on the level of economic activity and/or demand for Council services.

To mitigate this risk, a conservative approach is taken as to the expected levels of revenue anticipated in the context of the fee and the current economic environment.



ITEM 6.1 2021/22 COUNCIL FEES AND CHARGES - 62003101 (Cont.)

- 3.5 Delegated Authority Implications  Nil identified
- 3.6 Financial Implications  
Fees and charges represent a significant component of Council's operational revenues and contributes toward funding various operational services provided.
- 3.7 Economic Benefit Implications  
Whilst the fees and charges do not drive any direct economic benefit to the region they do act as a barometer in terms of the level of economic activity in the region as their charging can demonstrate the demand, or otherwise, for Council services.
- 3.8 Environmental Implications  Nil identified
- 3.9 Social Implications  Nil identified
- 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 decision in this matter.
- 3.11 Consultation / Communication  
Council, Executive Management Team and officers of Council.

**ITEM 6.2**  
**UNITYWATER CONSENT TO INCUR FINANCE DEBT**

*Meeting / Session:* 6 FINANCE & CORPORATE SERVICES  
*Reference:* 62105422 : 25 May 2021  
*Responsible Officer:* DG, Director Finance and Corporate Services (FCS Directorate)

**Executive Summary**

Unitywater have advised that they have received conditional approval from the Minister of Economic Development Queensland for a loan under the Queensland Government's Building Acceleration Fund (BAF). To progress the acceptance of the offer, Unitywater are seeking consent from Council as required under the *Participating Local Government Loan Agreement (Subordinated Deed)* (PLG Agreement).

**RESOLUTION**

Moved by Cr Karl Winchester

Seconded by Cr Mick Gillam

CARRIED 13/0

1. That Council, in accordance with clause 9.4(c) of the *Participating Local Government Loan Agreement (Subordinated Deed)*, provide consent for Unitywater to enter into a secured loan through the Queensland Government's Building Acceleration Fund (BAF), subject to Unitywater obtaining approval under the *Statutory Bodies Financial Arrangements Act 1982*.
  - a) Note that consent is for *Finance Debt* in the form of:
  - b) A loan to the value of \$10.55M; and
  - c) A Guarantee for the above to the value of \$0.76M
2. That Council's Chief Executive Officer be authorised to do all things necessary to give effect to the above.

ITEM 6.2 UNITYWATER CONSENT TO INCUR FINANCE DEBT - 62105422 (Cont.)

**OFFICER'S RECOMMENDATION**

1. That Council, in accordance with clause 9.4(c) of the *Participating Local Government Loan Agreement (Subordinated Deed)*, provide consent for Unitywater to enter into a secured loan through the Queensland Government's Building Acceleration Fund (BAF), subject to Unitywater obtaining approval under the *Statutory Bodies Financial Arrangements Act 1982*.
  - a) Note that consent is for *Finance Debt* in the form of:
  - b) A loan to the value of \$10.55M; and
  - c) A Guarantee for the above to the value of \$0.76M
2. That Council's Chief Executive Officer be authorised to do all things necessary to give effect to the above.

**REPORT DETAIL**

**1. Background**

By letter dated 14 May 2021 Unitywater advised it has received conditional approval from the Minister of Economic Development Queensland for a loan of up to \$10.55M under the Queensland Government's Building Acceleration Fund (BAF). To progress the acceptance of the offer, Unitywater are seeking consent from Council as required under the *Participating Local Government Loan Agreement (Subordinated Deed)* (PLG Agreement). Unitywater are required to provide acceptance of the offer by 24 June 2021.

**2. Explanation of Item**

In August 2020 Unitywater made an application to the Queensland Government's Building Acceleration Fund (BAF) for financial assistance to fund the delivery of water and sewerage infrastructure to unlock development of the Caboolture West Neighbourhood Precinct 1 (NDP1). The BAF is a Queensland Government initiative to invest in infrastructure projects which stimulate economic recovery as part of the *Unite and Recover for Queensland Jobs* strategy.

The funding will support Unitywater, in collaboration with seven developers, to deliver the proposed water and sewerage infrastructure project. The developers will fund the cost of the infrastructure via cash contributions with obligations outlined in an underpinning Water Infrastructure Agreement.

To progress the acceptance of the funding offer, Unitywater need written consent from Council in accordance with clause 9.4(c) of the *Participating Local Government Loan Agreement (Subordinated Deed)* to enter into the BAF secured loan agreement with the Minister for Economic Development Queensland.

**3. Strategic Implications**

**3.1 Legislative / Legal Implications**

Council, as a participant in Unitywater, must provide consent for Unitywater to enter into the BAF loan agreement in accordance with clause 9.4(c) of the *Participating Local Government Loan Agreement (Subordinated Deed)*.

**3.2 Corporate Plan / Operational Plan**

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

**3.3 Policy Implications**

Nil identified

ITEM 6.2 UNITYWATER CONSENT TO INCUR FINANCE DEBT - 62105422 (Cont.)

3.4 Risk Management Implications

Council as a participant in Unitywater receives significant financial returns on an annual basis. The most significant risk to Council is that Unitywater is unable to repay the debt and Council's investment, and the financial returns it receives, are significantly impacted. This is mitigated through appropriate governance and oversight of Unitywater.

3.5 Delegated Authority Implications  Nil identified

3.6 Financial Implications

Funding under the BAF loan agreement is to be provided interest free and is repayable over a period of fifteen years from the final drawdown with final payment expected by February 2036.

There is the potential that Unitywater's future returns to Council may be impacted due to this commitment.

3.7 Economic Benefit Implications

Delivery and operation of the proposed infrastructure will support the creation of new businesses as the Caboolture West NDP1 precinct progresses toward ultimate development. These new businesses will generate ongoing employment within the region.

3.8 Environmental Implications  Nil identified

3.9 Social Implications  Nil identified

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 decision in this matter.

3.11 Consultation / Communication

Chief Executive Officer, Manager Legal Services

**ITEM 6.3  
DEBT POLICY**

*Meeting / Session:* 6 FINANCE & CORPORATE SERVICES  
*Reference:* 62004208 : 11 May 2021 - **Refer Supporting Information 62004216**  
*Responsible Officer:* DC, Accounting Services Officer (FCS Accounting Services)

**Executive Summary**

The purpose of this report is to present the Debt Policy for adoption.

**RESOLUTION**

Moved by Cr Jodie Shipway

Seconded by Cr Tony Latter

CARRIED 13/0

That the Debt Policy be adopted, as tabled in Supporting Information #1.

ITEM 6.3 DEBT POLICY - 62004208 (Cont.)

**OFFICER'S RECOMMENDATION**

That the Debt Policy be adopted, as tabled in Supporting Information #1.

**REPORT DETAIL**

**1. Background**

In accordance with section 192 of the Local Government Regulation 2012, Council must prepare and adopt an annual debt policy.

**2. Explanation of Item**

Every financial year the Council must prepare and adopt an annual Debt Policy. The Debt Policy must state:

- i. the new borrowings planned for the current financial year and the next nine financial years.
- ii. the period over which the Council plans to repay existing and new borrowings.

The Debt Policy is prepared and formulated in the context of Council's Annual Budget cycle and Long Term Financial Forecast.

The Debt Policy summarises Council's forecast borrowings, covering the period from 1 July 2021 to 30 June 2031.

**3. Strategic Implications**

**3.1 Legislative / Legal Implications**

In accordance with section 192 of the Local Government Regulation 2012,

- (1) A local government must prepare and adopt a debt policy for a financial year.
- (2) The debt policy must state:
  - (a) the new borrowings planned for the current financial year and the next 9 financial years;  
and
  - (b) the period over which the local government plans to repay existing and new borrowings

**3.2 Corporate Plan / Operational Plan**

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

**3.3 Policy Implications**

The Debt Policy is updated at least annually in line with the annual budget cycle but can be amended at any time if borrowing requirements change. However, any amendments to the Debt Policy must be made prior to Council lodging its borrowings application with the State Government.

**3.4 Risk Management Implications**

The risk to Council lies in the implementation and application of the Debt Policy. Council must only borrow for capital expenditure purposes as approved through the annual budget and ensure it adheres to appropriate financial ratios in determining those borrowings. The policy is prepared based on the best information available on the projected revenue and expenditure levels as well as the economic outlook.

**3.5 Delegated Authority Implications**

Nil identified

ITEM 6.3 DEBT POLICY - 62004208 (Cont.)

3.6 Financial Implications

The Debt Policy allows, upon approval from the State Government, the Council to borrow money that assists in funding capital expenditure. The borrowings forecasted allows Council to fund the capital expenditure required and remain within acceptable financial ratios over the short and long term to ensure long term sustainability

3.7 Economic Benefit Implications  Nil identified

3.8 Environmental Implications  Nil identified

3.9 Social Implications  Nil identified

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 decision in this matter.

3.11 Consultation / Communication

Director Finance and Corporate Services.

UNCONFIRMED

**ITEM 6.4**  
**REVENUE POLICY 2021/22**

*Meeting / Session:* 6 FINANCE & CORPORATE SERVICES  
*Reference:* 62131765 : 31 May 2021 - **Refer Supporting Information 62119903**  
*Responsible Officer:* JL, Financial Operations Manager (FCS Financial Operations)

**Executive Summary**

Pursuant to section 104 of the *Local Government Act 2009* (Act) and section 193 of the Local Government Regulation 2012 (Regulation) Council is required to prepare a Revenue Policy on an annual basis.

The policy must be prepared in sufficient time to allow an annual budget that is consistent with the revenue policy to be adopted for the next financial year.

The Revenue Policy is a key component of the system of financial management established by Council in accordance with the Act.

**RESOLUTION**

Moved by Cr Cath Tonks

Seconded by Cr Mark Booth

**CARRIED 13/0**

That the 2021/22 Revenue Policy be adopted, as tabled in supporting information #1.



ITEM 6.4 REVENUE POLICY 2021/22 - 62131765 (Cont.)

**OFFICER'S RECOMMENDATION**

That the 2021/22 Revenue Policy be adopted, as tabled in supporting information #1.

**REPORT DETAIL**

**1. Background**

The Revenue Policy is a key component of the Financial Policies required under the *Local Government Act 2009* and will provide guidance during the development of the 2021/22 budget.

**2. Explanation of Item**

In accordance with the requirements set out under section 193 of the Local Government Regulation 2012, the Revenue Policy must incorporate:

- (a) the principles that the local government intends to apply in the financial year for—
  - I levying rates and charges; and
  - ii. granting concessions for rates and charges; and
  - iii. recovering overdue rates and charges; and
  - iv. cost-recovery methods; and
- (b) if the local government intends to grant concessions for rates and charges - the purpose for the concessions; and
- (c) the extent to which physical and social infrastructure costs for a new development are to be funded by charges for the development.

The Council must review the Revenue Policy annually and in sufficient time to allow an annual budget that is consistent with the Revenue Policy to be adopted for the next financial year.

**3. Strategic Implications**

**3.1 Legislative / Legal Implications**

Council is required to prepare a Revenue Policy under section 104 of the *Local Government Act 2009*. Section 193 of the Local Government Regulation 2012 outlines the requirements of the Revenue Policy.

**3.2 Corporate Plan / Operational Plan**

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

**3.3 Policy Implications**

The Revenue Policy is required under section 104 of the Local Government Act 2009.

**3.4 Risk Management Implications**

The risk to Council lies in the implementation and application of the Revenue Policy. Council must set rates and charges at a level that is sufficient to provide for both current and future community requirements. To mitigate this risk, Council undertakes long term financial modelling to inform decision making.

**3.5 Delegated Authority Implications**  Nil identified

**3.6 Financial Implications**

The annual budget for the 2020/21 financial year must be consistent with the principles outlined in the Revenue Policy.

ITEM 6.4 REVENUE POLICY 2021/22 - 62131765 (Cont.)

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

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 decision in this matter.

3.11 Consultation / Communication

In preparing the amended Revenue Policy for the 2020/21 financial year, the Director Finance and Corporate Services and Financial Operations Manager were consulted.

UNCONFIRMED

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

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**ITEM 6.1  
REGIONAL EVENTS**

**Cr Matt Constance** acknowledged local businesses, noting the significant growth across the region and made special mention of Katie Maclean of The Hills Echo community newspaper.

**Cr Cath Tonks** thanked the community, particularly Division 9 for supporting the Live4Lyss Youth Road Safety fundraiser held on Sunday 6 June 2021 which raised over \$5000.

**Cr Adam Hain** congratulated the Caboolture Show committee on the recently held Caboolture Show.

**Cr Peter Flannery (Mayor)** advised that the Eatons Hill and Sandstone Point Hotels had won eight awards at the recent **Queensland Hotels Association Awards for Excellence 2021**, and provided his congratulations to the venue operators.

**ITEM 6.2  
ABBEY MUSEUM - ABBEY MEDIEVAL FESTIVAL**

Cr Brooke Savige thanked the team from the Abbey Museum for their efforts at the Council Meeting and for transforming the Council Chambers, which took a considerable amount of work. Cr Savige also offered her thanks to her fellow Councillors and staff for supporting the event which she said contributes so much to the region.

The Mayor echoed the sentiments of Cr Savige and thanked the representatives of the Abbey Museum.

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**14a. CONFIDENTIAL OFFICERS' REPORTS TO COUNCIL**

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No items for consideration.

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**14b. CONFIDENTIAL GENERAL BUSINESS**

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No items for consideration.

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**14. CLOSURE**

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There being no further business the Chairperson closed the meeting at 10.36am.

CHIEF EXECUTIVE OFFICER'S CERTIFICATE

I certify that minute pages numbered 21/751 to 21/845 constitute the minutes of the General Meeting of the Moreton Bay Regional Council held 9 June 2021.

\_\_\_\_\_  
Greg Chemello  
Chief Executive Officer

CONFIRMATION CERTIFICATE

The foregoing minutes were confirmed by resolution of Council at its meeting held Wednesday 23 June 2021.

\_\_\_\_\_  
Greg Chemello  
Chief Executive Officer

\_\_\_\_\_  
Councillor Peter Flannery  
Mayor

Phone: (07) 3205 0555  
Our Ref: 30047544; (62117446), 61857119;  
62117069  
Date: 8 June 2021

Ms Cheryl Williams



Dear Ms Williams,

**Reduction of speed, noise abatement and painting of pedestrian crossing along Prince Edward Parade, Redcliffe**

I refer to your petition lodged by you as the Principal Petitioner and tabled to Council on 28 April 2021 and Council's Integrated Transport Planning team further investigation and response:

Background

Speed limits are determined in accordance with the Department of Transport and Main Roads' (DTMR) Manual of Uniform Traffic Control Devices (MUTCD). The process for determining speed limits considers factors such as road function, existing vehicle speeds and volumes, roadside activity and crash statistics. This method is used by DTMR and all local governments in Queensland to determine consistent and credible speed limits.

It is a requirement of the MUTCD process that speed limit changes are reviewed by a Speed Management Committee (SMC), consisting of representatives from Moreton Bay Regional Council (Council), DTMR and the Queensland Police Service (QPS). The SMC meets quarterly and as such, it might take several months before the request for a speed limit change along Prince Edward Parade can be reviewed. However, Council will make every attempt to undertake the speed limit review as soon as possible. To initiate the speed limit review process, discrete pole mounted radar traffic counting and speed monitoring devices will be installed along Prince Edward Parade over the next couple of months.

Council will also investigate the installation of pedestrian crossings along Prince Edward Parade to allow pedestrians to safely cross the road and act as a local area traffic management treatment to reduce speeds.

Summary

Council will progress the speed limit review process to reduce the speed limit along Prince Edward Parade to 40 km/h.

Council will investigate the installation of pedestrian crossings along Prince Edward Parade in consultation with Divisional Councillor and head petitioner.

As the Principal Petitioner, can you please pass on the above information to other petitioners as required. Should you require further information on the project, please contact Hannes Grobler on (07) 3205 0555 or email [mbrc@moretonbay.qld.gov.au](mailto:mbrc@moretonbay.qld.gov.au).

Yours sincerely,



Simon Bennett  
**A/Manager Integrated Transport Planning and Design**  
Infrastructure Planning

cc: Cr Karl Winchester - Division 6