



AGENDA

GENERAL MEETING

Tuesday 28 January 2020

commencing at 10.30am

Caboolture Chambers
2 Hasking Street, Caboolture

COUNCILLOR:

NOTICE IS HEREBY GIVEN, that a General Meeting of the Moreton Bay Regional Council will be held on Tuesday 28 January 2020 commencing at 10.30am in Caboolture Chambers, 2 Hasking Street, Caboolture to give consideration to the matters listed on this agenda.

Greg Chemello
Chief Executive Officer

22 January 2020

Membership = 13
Mayor and all Councillors

Quorum = 7

Agenda for public distribution

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1. OPENING PRAYER

2. ATTENDANCE & APOLOGIES

Attendance:

Cr Mike Charlton (Acting Mayor) (Chairperson)

Apologies:

Suspended:

Under section 175K (previously section 182A) of the *Local Government Act 2009* Cr Allan Sutherland (Mayor) and Cr Adrian Raedel are currently suspended from office.

3. MEMORIALS OR CONDOLENCES

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

4. A) CONFIRMATION OF MINUTES FROM PREVIOUS GENERAL MEETING

General Meeting - 21 January 2020 (Pages 20/1 - 20/61)

RESOLUTION that the minutes of the General Meeting held 21 January 2020, be confirmed.

Attachment #1 Unconfirmed Minutes - General Meeting 21 January 2020

5. PRESENTATION OF PETITIONS

(Addressed to the Council and tabled by Councillors)

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

6. CORRESPONDENCE

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

7. COMMUNITY COMMENT

The following residents/ratepayers, having made the appropriate application in accordance with Council's Community Comment Session Policy (2150-062), have been approved to participate in the Community Comment session.

CHAIRPERSON'S REMINDER TO PARTICIPANTS

Participants of the Community Comment session are reminded that the speaker must provide an overview or dot-point of their presentation prior to making the presentation.

Speakers are allowed a maximum of 5 minutes and must act and speak with decorum. If the address is considered irrelevant, offensive or unduly long, the speaker will be required to cease.

Speakers must also note that at the conclusion of the presentation, no debate will be entered into.

7.1. Community Comment: Dean Teasdale (A19431521)

As part of the Community Comment session, Dean Teasdale, as approved by the Chief Executive Officer, has been invited to address the Council in respect of local issues relevant to Division 12.

8. NOTIFIED MOTIONS

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

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

(s262 of the Local Government Regulation 2012)

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

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

(as referred by the Chief Executive Officer)

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

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

Session	Spokesperson
1 Governance	Cr Mike Charlton (Acting Mayor)
2 Planning & Development	Cr Mick Gillam
3 Corporate Services	Cr Matt Constance
4 Asset Construction & Maintenance	Cr Adam Hain
5 Parks, Recreation & Sport	Cr Kolianna Winchester
6 Lifestyle & Amenity	Cr Denise Sims
7 Economic Development, Events & Tourism	Cr Peter Flannery
8 Regional Innovation	Cr Darren Grimwade

1 GOVERNANCE SESSION

(Cr M Charlton, Acting Mayor)

No items for consideration.

2 PLANNING & DEVELOPMENT SESSION

(Cr M Gillam)

No items for consideration.

3 CORPORATE SERVICES SESSION

(Cr M Constance)

ITEM 3.1

WRITE-OFF SUNDRY DEBTS AND INTEREST - Q2 2019/2020 - REGIONAL

Meeting / Session: 3 CORPORATE SERVICES
Reference: A19525440 : 17 January 2020 - Refer **Confidential Supporting Information A19525469**
Responsible Officer: JL, Financial Operations Manager (FCS Financial Operations)

Executive Summary

The Chief Executive Officer has been delegated the authority to write-off bad sundry debts (Council-038) and interest accrued on overdue rates (Council-039). In line with the delegations, it was determined that Council would be advised at the end of each quarter of any bad sundry debts greater than \$2,000 written-off, and the total rates interest written off during the period.

The sundry debts and rates interest as detailed in this report were written-off in the period 1 October 2019 to 31 December 2019.

OFFICER'S RECOMMENDATION

That the rates interest and sundry debts greater than \$2,000 which were written-off during the period 1 October 2019 to 31 December 2019, as detailed in this report, be noted.

ITEM 3.1 WRITE-OFF SUNDRY DEBTS AND INTEREST - Q2 2019/2020 - REGIONAL - A19525440 (Cont.)

REPORT DETAIL

1. Background

The following resolution appears on Minute Page 10/2507 of the General Meeting of Council held 19 October 2010:

Ex Coordination Committee meeting held 19 October 2010 (MP.10/2520):

RECOMMENDATION

1. That under section 257 of the *Local Government Act 2009*, Council delegates the power to write-off bad sundry debts to the Chief Executive Officer.
2. That under section 257 of the *Local Government Act 2009*, Council delegates the power to write-off interest accrued on overdue rates to the Chief Executive Officer.

COMMITTEE RECOMMENDATION

That the officer's recommendations be adopted.

In line with these delegations, it was determined that Council would be advised of any bad sundry debts greater than \$2,000 written-off for the period as well as the total rates interest written-off for the period.

2. Explanation of Item

During the period of 1 October 2019 to 31 December 2019 the following were written-off:

- one sundry debt totalling \$46,539.12 (excluding GST) as detailed in Confidential Supporting Information #1; and
- interest on overdue rates totalling \$38.21.

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 Nil identified

3.4 Risk Management Implications Nil identified

3.5 Delegated Authority Implications
The bad debts and rates interest were written off in accordance with the delegation provided under section 257 of the *Local Government Act 2009*.

3.6 Financial Implications
The sundry debt and rates interest written off represent lost revenue to Council.

3.7 Economic Benefit Implications Nil identified

3.8 Environmental Implications Nil identified

3.9 Social Implications Nil identified

3.10 Consultation / Communication
Property Services Department

SUPPORTING INFORMATION

Ref: A19525469

The following list of supporting information is provided for:

ITEM 3.1

WRITE OFF SUNDRY DEBTS AND INTEREST - Q2 2019/2020 - REGIONAL

Confidential #1 Sundry debt written off

4 ASSET CONSTRUCTION & MAINTENANCE SESSION

(Cr A Hain)

ITEM 4.1

NEWPORT - NEWPORT CANALS - DREDGING - DIVISION 5

Meeting / Session: 4 ASSET CONSTRUCTION & MAINTENANCE
Reference: A19246185 : 3 January 2020 - Refer **Confidential Supporting Information A19194788**
Responsible Officer: BB, Manager Project Management (ECM Project Management)

Executive Summary

Tenders were called for the 'Newport - Newport Canals - Dredging (MBRC009074)' project. The tender closed on 8 October 2019, with a total of six tenders received, all of which were conforming.

It is recommended that the tender for the 'Newport - Newport Canals - Dredging (MBRC009074)' project be awarded to Hall Contracting Pty Ltd for the total sum of \$2,643,179.05 (excl. GST) as this offer represents the best overall value to Council.

OFFICER'S RECOMMENDATION

1. That the tender for 'Newport - Newport Canals - Dredging (MBRC009074)' project be awarded to Hall Contracting Pty Ltd for the sum of \$2,643,179.05 (excluding GST).
2. That the Council enters into an agreement with Hall Contracting 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 Hall Contracting Pty Ltd for the 'Newport - Newport Canals - Dredging (MBRC009074)' project and any required variations of the agreement on Council's behalf.
4. That Council address the shortfall in budget funds for this project by allocating an additional \$350,041.09 at the Quarter 3 Budget review.

ITEM 4.1 NEWPORT - NEWPORT CANALS - DREDGING - DIVISION 5 - A19246185 (Cont.)

REPORT DETAIL

1. Background

Moreton Bay Regional Council (MBRC) is responsible for maintaining navigable water depths for the Newport Waters residential canals and entrance channel. Recent hydrographic surveys of the canals have identified sections which are above the original design profile and do not provide the appropriate navigable depths.

The project scope of work involves the maintenance dredging of some of the Newport Waters residential canals and Southern Marina. Figure 1 depicts the canals and marina where dredging is to occur and the respective estimated dredge volumes. The dredge material will be transported to Mud Island.

Works are to commence in late February 2020 and take 25 weeks to complete, weather permitting.

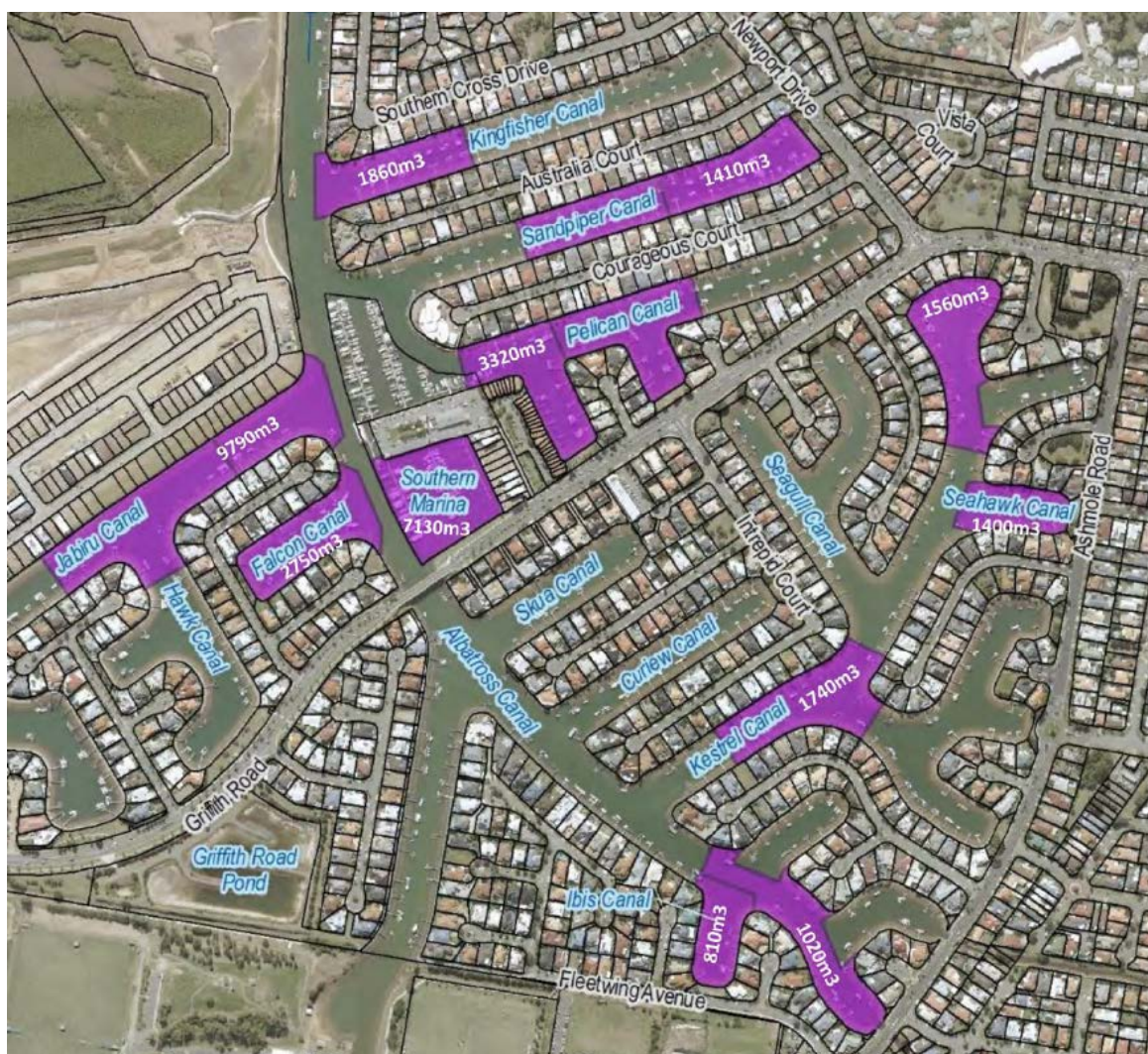


Figure 1: Location of Newport Canals dredging

2. Explanation of Item

Tenders for the 'Newport - Newport Canals - Dredging - (MBRC009074)' project closed on 8 October 2019 with a total of six conforming tenders received. The tenders were assessed by the assessment panel in accordance with Council's Purchasing Policy and the selection criteria set out in the tender documents.

ITEM 4.1 NEWPORT - NEWPORT CANALS - DREDGING - DIVISION 5 - A19246185 (Cont.)

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

RANK	TENDERER	EVALUATION SCORE
1	Hall Contracting Pty Ltd	99.85
2	Auzcon Pty Ltd	97.56
3	Auzcon Pty Ltd (Alternative 2)	94.75
4	Auzcon Pty Ltd (Alternative 1)	91.96
5	Birdon (QLD) Pty Ltd	85.89
6	Synergy Resource Management Pty Limited	84.47

Hall Contracting Pty Ltd (Hall) submitted a comprehensive and well-presented tender. A tender clarification meeting was held on 24 October 2019, at which Hall demonstrated their relevant experience, methodology, understanding of the project and capability to deliver this project. Hall presented a lower risk methodology. The dredge material is to be extracted and loaded onto barges and then transported directly to Mud Island. This methodology includes less road vehicle movements, does not require material to be extracted to road vehicles through private property or parks causing less disruption to residents and the community. Hall have previously completed similar projects including Beachmere Biggs Avenue Seawall Replacement (\$1.98M) for Council, Port Douglas Boat Harbour Maintenance Dredging (\$3M) and dredging within the Crystalbrook Superyacht Marina (\$775K) at Port Douglas. The submission from Hall is not the lowest tender; however, the evaluation panel considered this submission to be the best value for money for Council with the lowest risk.

Auzcon Pty Ltd (Auzcon) submitted a comprehensive tender. Auzcon's submission confirmed their capability to complete the project, and at a tender clarification meeting held on 21 October 2019, Auzcon detailed their methodology to complete the project. Auzcon was the lowest priced tender; however, the evaluation panel considered the methodology proposed for removing spoil via the road network was a greater risk to Council with more impact on the community.

Auzcon Pty Ltd Alternative 2 submitted a comprehensive and well-presented tender; however, there were no additional benefits for the higher price.

3. Strategic Implications

3.1 Legislative / Legal Implications

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

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

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

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

ITEM 4.1 NEWPORT - NEWPORT CANALS - DREDGING - DIVISION 5 - A19246185 (Cont.)

3.4 Risk Management Implications

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

Financial Risks:

A third-party review of financial status has been undertaken on the recommended tenderer and the company has received a rating of 'satisfactory'.

Construction Risks:

- a. The recommended contractor will provide a detailed program of works, site specific traffic management plan including Maritime Safety Queensland approvals and notifications, site specific environmental management plan and safety plans including work method statements, all of which will be reviewed and audited by the Project Management team.
- b. The project has the necessary State Government Agency approvals in place including Marine Park approval and approval from the Department of Transport and Main Roads for disposal of dredge spoil at Mud Island seabed disposal grounds.
- c. The contractor has provided a program with an allowance of 14 days for wet weather.
- d. There are no Development Approval risks associated with this project.
- e. There are no procurement risks associated with this project.

3.5 Delegated Authority Implications Nil identified

3.6 Financial Implications

Council has allocated \$3,566,350 in the 19-20 FY Operational Projects Program for the Newport Canals Special Charge maintenance program, which predominantly includes dredging. \$154,000 of the allocation is set aside for general maintenance, approvals and contract administration, leaving \$3,412,350 for dredging works associated with the entrance channel, some residential canals and southern portion of the marina. All financial information within section 3.6 is exclusive of GST.

Newport Waters Access Channel dredging project

Council approved the tender for this project at its 12 December 2019 General Meeting. The financial information is reproduced here to assist with the understanding of the financial position.

Design (18/19)	\$ 13,243.50
Design (19/20)	\$ 6,950.00
Tender Price	\$ 766,930.52
Contingency 10%	\$ 76,693.05
Consultant (Construction Phase)	\$ 16,789.00
Q-Leave (0.475%)	\$ 3,642.92
Total Project Cost	\$ 884,248.99

Remaining funds from Newport Waters Access Channel dredging project

Total allocation	\$1,482,000.00
Less Total Project Cost	\$ 884,248.99
Remaining funds	\$ 597,751.01

ITEM 4.1 NEWPORT - NEWPORT CANALS - DREDGING - DIVISION 5 - A19246185 (Cont.)

Newport Canals (residential and marina) dredging project

Council has allocated the sum of \$1,361,738,00 for the residential canal work portion and \$568,612.00 for the southern marina work portion, a total allocation of \$1,930,350.00. It is recommended that the remaining funds from the Newport Waters Access Channel project of \$597,751.01 be diverted to the Newport Canals project, which then provides a revised total funding sum of \$2,528,101.01 towards the Newport Canals dredging project for 19-20 FY.

Design (18/19)	\$ 26,487.00
Design (19/20)	\$ 46,973.00
Tender Price	\$ 2,643,179.05
Contingency 5%	\$ 132,158.95
Consultant (Construction Phase)	\$ 16,789.00
Q-Leave (0.475%)	\$ 12,555.10

Total Project Cost	\$ 2,878,142.10
	=====
Total available funds	\$ 2,528,101.01
Project shortfall	\$ 350,041.09

The budget amount for this project is insufficient in the amount of approximately \$350,041.09 based on the full use of both the entrance channel and residential canals/marina contingency allocations. Maintenance costs are funded from the Newport Canal Levy Fund and will be debited to budget/project number 20739.101.

It should be noted that any overspend of this budget will further exacerbate the Newport Canal Maintenance Fund deficit position. The deepening deficit position will require a review of the 2020/21 Newport Canal Levy Special Charge as part of the 2020/21 Draft Budget to ensure the levy is funding the works required.

3.7 Economic Benefit Implications Nil identified

3.8 Environmental Implications
The project has the necessary environmental approvals in place. Environmental monitoring, as required by the approvals, will be undertaken throughout the construction period by Council's consultant and a site-based environmental management plan will be required to be prepared by the contractor and approved by the Department of Environment and Science prior to works commencing.

3.9 Social Implications
There may be minor impacts to the movement of recreational and commercial vessels in and out of the dredged canals. The contractor undertaking dredging of the entrance channel is to manage and provide right of way for recreational and commercial vessels. Consultation with the Newport Waterways Property Owners Association and property owners will be undertaken in advance of works within the canals to advise of the potential impacts to vessel movements.

3.10 Consultation / Communication
A detailed communications plan has been prepared. Project stakeholders and residents who will be directly affected by the works will be advised four weeks prior to works commencing, utilising Council's project notice newsletter. Maritime Safety Queensland will also be notified by the contractor. The Divisional Councillor has been consulted and is supportive of the project and the consultation plan and will be updated by e-mail on a weekly basis.

SUPPORTING INFORMATION

Ref: A19194788

The following list of supporting information is provided for:

ITEM 4.1

NEWPORT - NEWPORT CANALS - DREDGING - DIVISION 5

Confidential #1 Tender Evaluation

ITEM 4.2
MURRUMBA DOWNS - BLACK DUCK LAKE SYSTEM - LAKE IMPROVEMENTS -
DIVISION 7

Meeting / Session: 4 ASSET CONSTRUCTION & MAINTENANCE
Reference: A19527135 : 3 January 2020 - Refer **Confidential** Supporting Information
A19401448
Responsible Officer: BB, Manager Project Management (ECM Project Management)

Executive Summary

Tenders were invited for the 'Murrumba Downs - Black Duck Lake System - Lake Improvements - (MBRC009250)' project. The tender closed on 26 November 2019, with a total of ten tenders received, all of which were conforming.

It is recommended that the tender for the 'Murrumba Downs - Black Duck Lake System - Lake Improvements - (MBRC009250)' project be awarded to Auzcon Pty Ltd for the total sum of \$1,179,422.18 (excl. GST) as this offer represents the best overall value to Council.

OFFICER'S RECOMMENDATION

1. That the tender for 'Murrumba Downs - Black Duck Lake System - Lake Improvements - (MBRC009250)' project be awarded to Auzcon Pty Ltd for the sum of \$1,179,422.18 (excluding GST).
2. That the Council enters into an agreement with Auzcon 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 Auzcon Pty Ltd for the 'Murrumba Downs - Black Duck Lake System - Lake Improvements - (MBRC009250)' project and any required variations of the agreement on Council's behalf.
4. That to allow the project to continue, Council commits the required \$1,028,000 in the draft 2020/21 Operational Projects Program budget towards the project 'Murrumba Downs - Black Duck Lake System - Lake Improvements - (MBRC009250)'.

ITEM 4.2 MURRUMBA DOWNS - BLACK DUCK LAKE SYSTEM - LAKE IMPROVEMENTS - DIVISION 7 - A19527135 (Cont.)

REPORT DETAIL

1. Background

This project is associated with the Black Duck Lake System, extending between Castle Hill Drive and McClintock Drive, Murrumba Downs. The objective of the project is to restore the lake system and to improve water quality and amenity outcomes.

Stage 1 was completed in the 2018/2019 financial year and involved the removal of dead and fallen trees from the wetland downstream of Entry Parade and included revegetation of wetland species.

The scope of these stage 2 works is in accordance with the Black Duck Lake System - Lake Management Plan and includes the rehabilitation and enhancement of the lake system and associated wetland areas, the installation of formalised maintenance access points, modification of the normal operating water level, conversion of lake inlet areas to free draining swales and revegetation of the entire lake system. The affected area is the entire lake system spanning from Castle Hill Drive in the south to McClintock Drive in the north.

Works are expected to commence towards the end of April 2020 and take 26 weeks to complete, weather permitting.



Figure 2 - Site locality - Black Duck Lake System

2. Explanation of Item

Tenders for the 'Murrumba Downs - Black Duck Lake System - Lake Improvements - (MBRC009250)' project closed on 26 November 2019 with a total of ten tenders received, all of which were conforming. The tenders were assessed by the assessment panel in accordance with Council's Purchasing Policy and the selection criteria set out in the tender documents.

ITEM 4.2 MURRUMBA DOWNS - BLACK DUCK LAKE SYSTEM - LAKE IMPROVEMENTS - DIVISION 7 - A19527135 (Cont.)

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

RANK	TENDERER	EVALUATION SCORE
1	Auzcon Pty Ltd	100.00
2	Australian Wetlands Landscapes QLD Pty Ltd	98.18
3	Disc Landscapes and Construction	90.25
4	Naric Pty Ltd	86.64
5	Palmgrove Holdings Pty Ltd (trading as Carruthers Contracting)	85.33
6	Direct Landscape Services	80.22
7	Pensar Civil Pty Ltd	79.76
8	Universal Civil Contracting	79.38
9	CES Civil SEQ Pty Ltd	78.67
10	Australian Marine & Civil Pty Ltd	70.68

Auzcon Pty Ltd (Auzcon) submitted a comprehensive and well-presented tender. A tender clarification meeting was held on 13 December 2019 at which Auzcon demonstrated their relevant experience, construction methodology, understanding of the project and capability in delivering the project. Auzcon have previously completed similar projects including the North Lakes - Lake Eden Lake Rectification Works (\$690K), Nathan Road - AFL bulk earthworks/wetlands (\$6.1M) and the Strathpine - Coulthards Creek upgrade (\$512K).

Australian Wetlands Landscapes QLD Pty Ltd submitted a comprehensive and well-presented tender; however, there were no additional benefits for the higher price.

Disc Landscapes and Construction submitted a comprehensive and well-presented tender; however, there were no additional benefits for the higher price.

3. Strategic Implications

3.1 Legislative / Legal Implications

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

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

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

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

ITEM 4.2 MURRUMBA DOWNS - BLACK DUCK LAKE SYSTEM - LAKE IMPROVEMENTS - DIVISION 7 - A19527135 (Cont.)

3.4 Risk Management Implications

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

Financial Risks:

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

Construction Risks:

- a. The recommended tenderer will provide a detailed program of works, site specific traffic management plan, site specific environmental management plan, tree management and protection plan and safety plans including work method statements for the project management team to consider, if necessary, seek amendments and audit.
- b. The recommended tenderer has demonstrated their understanding of the project and the need to manage the impact of the works on the environment, pedestrians and vehicles in accordance with the tender conditions. Project signage will be placed four weeks prior to the commencement of works on-site. Adjacent residents will be advised four weeks prior to works commencing, utilising Council's project notice. The affected area is the entire lake system spanning from Castle Hill Drive in the south to McClintock Drive in the north.
- c. There are no Development Approvals related to this project.
- d. There are no procurement risks associated with this project. Sufficient lead time has been allowed with regard to items and materials.

3.5 Delegated Authority Implications Nil identified

3.6 Financial Implications

This is a multi-year Operational Projects Program project; with Council allocating \$100,000 (18-19 FY) for the design component; with \$500,000 (19-20 FY) and \$728,000 (20-21 FY) allocated for the construction component. Following the tendering process, the 20-21 FY allocation of \$728,000 has been adjusted to \$1,028,000 in the draft 20-21 FY Operational Projects Program budget so that there are sufficient funds to complete the project. The revised recommended total for the project is \$1,628,000. All financial information below is excluding GST.

Design (18/19)	\$ 94,069.99
Design (19/20)	\$ 16,448.00
Tender Price	\$ 1,179,422.18
Contingency (25%)	\$ 294,855.55
QLeave(0.475%)	\$ 5,602.26

Total Project Cost	\$ 1,590,397.98
	=====

Estimated ongoing operational/maintenance costs \$55,000 per F/Y.

The recommended revised budget amount of \$1,628,000 for this project is sufficient.

3.7 Economic Benefit Implications Nil identified

ITEM 4.2 MURRUMBA DOWNS - BLACK DUCK LAKE SYSTEM - LAKE IMPROVEMENTS - DIVISION 7 - A19527135 (Cont.)

3.8 Environmental Implications

The detailed design included an environmental management plan and the tender assessment included a review of the recommended tenderer's environmental policy and procedures concerning environmental protection, site specific Environmental Management Plan and safety plans including Work Method Statements, all of which will be reviewed and audited by the Project Management team. The recommended tenderer has appropriate environmental policies and procedures in place to undertake the works and has demonstrated knowledge in managing the approved environmental conditions during the construction period.

3.9 Social Implications

The expected outcome of the project is to return the lake system and surrounds to a highly functional water quality treatment facility with enhanced environmental value and formalised access points for the required range of maintenance activities, while providing a suitable environment for wildlife and improved amenity for the community.

3.10 Consultation / Communication

A detailed communications plan has been prepared for the Stage 2 construction works. A webpage has been set up on Council's website to inform the community about the lake improvement project including a timeline which will be updated as the work progresses.

The notification to the greater community about Stage 2 of the project will be undertaken in early April 2020. Project signage will be placed four weeks prior to the commencement of works on-site. Adjacent residents will be advised four weeks prior to works commencing, utilising Council's project notice. The Divisional Councillor has been consulted throughout each stage and is supportive of this project.

SUPPORTING INFORMATION

Ref: [A19401448](#)

The following list of supporting information is provided for:

ITEM 4.2

MURRUMBA DOWNS - BLACK DUCK LAKE SYSTEM - LAKE IMPROVEMENTS - DIVISION 7

Confidential #1 Tender Evaluation

**ITEM 4.3
GUIDELINES AND CHECKLIST FOR THE INSTALLATION OF ARTIFICIAL TURF
WITHIN THE ROAD VERGE - REGIONAL**

Meeting / Session: 4 ASSET CONSTRUCTION & MAINTENANCE
Reference: A19556864 : 13 January 2020 - **Refer Supporting Information A18807047**
Responsible Officer: RM, Manager Asset Maintenance (ECM Asset Maintenance)

Executive Summary

This report seeks Council's approval of the *Guidelines and Checklist for the Installation of Artificial Turf within the Road Verge*. The report considers the installation, by the property owner, of artificial turf within the road verge, subject to compliance with appropriate guidelines and submission of an application (checklist).

Having regard for the information provided, the report recommends Council approves the installation of artificial turf by the property owner within the road verge in accordance with the document titled *Guidelines and Checklist for the Installation of Artificial Turf within the Road Verge*. It is intended that the checklist and guidelines document would take effect from the time of Council endorsement. The guidelines establish a set of standards and criteria applicable for the installation of artificial turf including location, safety, construction specification, maintenance responsibilities and includes a checklist for the property owner to complete and submit to Council. The checklist requires the property owner to acknowledge compliance with all standards and criteria within the guidelines, for the artificial turf to be acceptable.

It is recognised that there are instances where artificial turf installations exist that pre-date the introduction of the guidelines. It is not intended to actively audit nor enforce a requirement for compliance of pre-existing artificial turf unless a formal complaint or concerns over safety have been received.

OFFICER'S RECOMMENDATION

That having regard for matters outlined in this report, the installation of artificial turf by residents within Council-managed road verges be approved, subject to compliance with the *Guidelines and Checklist for the Installation of Artificial Turf within the Road Verge* contained in the supporting information to this report.

ITEM 4.3 GUIDELINES AND CHECKLIST FOR THE INSTALLATION OF ARTIFICIAL TURF WITHIN THE ROAD VERGE - REGIONAL - A19556864 (Cont.)

REPORT DETAIL

1. Background

Council has previously received requests from property owners seeking approval to install artificial turf within Council-managed road verges. Property owners are citing the advantages of artificial turf as a lower maintenance alternative to natural turf surfaces. Artificial turf negates the requirement for watering and typically has a lower maintenance demand when compared to natural grass. The other advantage is its aesthetic appeal, especially when new.

Council officers have developed guidelines and standards for the installation of artificial turf which include a self-assessable checklist. This document is titled *Guidelines and Checklist for the Installation of Artificial Turf within the Road Verge*.

It is noted that there are instances where the installation of artificial turf pre-date the introduction of the guidelines and Council's consideration of this matter. It is not intended that the existing artificial turf be proactively audited for compliance against the guideline. However, where a complaint is lodged in relation to a pre-existing installation of artificial turf, it is proposed that the Manager Asset Maintenance and the Divisional Councillor inspect the artificial turf and determine if remedial works to improve safety are required to be undertaken by the property owner and the extent of such works.

2. Explanation of Item

To ensure that artificial turf installed in the road verge is effectively managed, the *Guidelines and Checklist for the Installation of Artificial Turf within the Road Verge* document has been developed. This document is intended to inform the property owner of their obligations, and sets out the criteria to be satisfied to allow the installation of new artificial turf in Council-managed road verges within the Moreton Bay region.

The checklist lists a series of yes/no questions and is intended to be self-assessable by the property owner. Where a property owner can answer 'yes' to all questions, they are permitted to install artificial turf. Where a property owner cannot answer 'yes' to all questions, installation of artificial turf is not permitted.

A register of artificial turf installations will be established, and new entries automatically added once an application is submitted. The administration process will be automated via a website portal with the register being maintained in Council's document management system. It is proposed that Council's Asset Maintenance department undertake random audits of approximately 10% of applications per annum to ensure compliance with the guidelines.

In developing the guidelines, a range of issues were considered, and these are broadly listed below:

Insurance risk:

Confirmation within the checklist that the property owner will agree to indemnify Moreton Bay Regional Council against any claims in negligence or breach of contract relating to the artificial turf that is installed.

Environmental impacts:

The guideline stipulates that artificial turf must not be laid within the Tree Protection Zone (TPZ) of any tree. The TPZ is an estimate of the area around the tree required to protect a tree from adverse construction impacts.

Construction risk:

The guideline stipulates the following construction requirements for the installation of artificial turf:

- Artificial turf must be installed by a qualified, insured professional company;
- Artificial turf must be installed on a sand levelling layer and a subgrade of compacted material such as road base or fine crushed rock to a settled depth of 75mm;
- A flush edge is to be installed between artificial turf and adjacent natural turf or garden bed areas;
- Artificial turf must have a sand or granular rubber infill;
- Artificial turf must be laid with all edges fixed down securely to avoid any trip hazard.

ITEM 4.3 GUIDELINES AND CHECKLIST FOR THE INSTALLATION OF ARTIFICIAL TURF WITHIN THE ROAD VERGE - REGIONAL - A19556864 (Cont.)

Maintenance responsibilities:

The guidelines stipulate that the property owner is responsible for all maintenance of the artificial turf including when the artificial turf is damaged due to works carried out by utility providers. Acceptance is also required from the property owner(s) through the application phase that they acknowledge they are entirely responsible for maintaining the artificial turf in a safe and attractive condition to the satisfaction of the Manager Asset Maintenance, Moreton Bay Regional Council. Acknowledgement is also required that if they fail to do so, or a reasonable objection to the condition and or appearance of the turf is raised by others, Council may remove the turf, with due notice, at the property owner's expense.

3. Strategic Implications

3.1 Legislative / Legal Implications

Council's public liability is covered by its participation in the Local Government Mutual Liability scheme. As part of this membership, Council is required to undertake reasonable care to reduce the risk of injury and/or damage to third parties. In this case, compliance with the guidelines and completion of the associated checklist is designed to minimise any risk to Council from an insurance perspective. In addition, the checklist and associated declaration requires the property owner to consider and determine whether additional insurance cover is required, and if so, obtained.

3.2 Corporate Plan / Operational Plan

Valuing Lifestyle: Healthy natural environment - a clean and healthy environment.

3.3 Policy Implications

Nil identified

3.4 Risk Management Implications

The proposed *Guidelines and Checklist for the Installation of Artificial Turf within the Road Verge* are considered an appropriate means of regulating the installation of artificial turf within Council-managed road verges. Random annual audits of approximately 10% of applications and installed artificial turf are to be undertaken to ensure compliance with the guidelines and reduce Council's insurance and risk exposure.

3.5 Delegated Authority Implications

Nil identified

3.6 Financial Implications

There are no direct costs to Council in this matter other than a nominal costing associated with undertaking the annual audit.

3.7 Economic Benefit Implications

Nil identified

3.8 Environmental Implications

Minimal environmental implications are envisaged. Compliance with the *Guidelines and Checklist for the Installation of Artificial Turf within the Road Verge* will sufficiently manage environmental compliance issues. There is the potential for a reduction in water usage with the installation of artificial turf.

3.9 Social Implications

The installation of artificial turf has the potential to improve amenity values of streetscapes.

3.10 Consultation / Communication

The matter was discussed at Council workshops on 21 May 2019 and 29 October 2019. Advice has also been sought from relevant internal stakeholders, in particular Parks and Recreation Planning.

SUPPORTING INFORMATION

Ref: [A18807047](#)

The following list of supporting information is provided for:

ITEM 4.3

GUIDELINES AND CHECKLIST FOR THE INSTALLATION OF ARTIFICIAL TURF WITHIN THE ROAD VERGE - REGIONAL

#1 Guidelines and Checklist for the Installation of Artificial Turf Within the Road Verge

ITEM 4.3 - GUIDELINES AND CHECKLIST FOR THE INSTALLATION OF ARTIFICIAL TURF WITHIN THE ROAD VERGE - REGIONAL (Cont.)

#1 Guidelines and Checklist for the Installation of Artificial Turf Within the Road Verge



2020

Guidelines and Checklist FOR THE
INSTALLATION OF ARTIFICIAL TURF WITHIN THE ROAD
VERGE



ITEM 4.3 - GUIDELINES AND CHECKLIST FOR THE INSTALLATION OF ARTIFICIAL TURF WITHIN THE ROAD VERGE - REGIONAL (Cont.)



Definition

Artificial turf is a carpet like surface of synthetic fibres made to look like natural grass.

Purpose

These guidelines and checklist have been developed to inform the property owner of their obligations and the conditions associated with the installation of artificial turf within the road verge, on Council controlled roads. The property owners are required to fully comply with these guidelines and checklist when installing artificial turf within the road verge.

Council acknowledges that artificial turf installations exist which pre-date the guidelines. It is not intended to require those installations to comply with the guidelines unless public safety, pedestrian access or significant amenity issues are raised with Council.

This document is designed to:

- Ensure that all artificial turf installations within the road verge are managed in a safe, efficient manner and maintained to an acceptable standard.
- Standardise processes and procedures for the installation of artificial turf within the road verge.
- Clarify the rights and responsibilities of all stakeholders involved in artificial turf installations within the road verge.



Road verge

The road verge forms part of the road reserve between the kerb and the front property boundary, or where no kerb exists, between the table-drain and the front property boundary and is controlled and managed by Council.

The road verge provides a suitable space for:

- Pedestrians
- Footpaths
- Street trees
- Public utilities such as power, water, gas and telecommunications services, and
- Essential services such as bus stops

What can I do?

The property owner may install artificial turf to parts of the road verge immediately fronting their property, provided that the works are in accordance with these guidelines.

Works that do not meet these guidelines cannot be undertaken, and Council may require that a property owner replace and or remove non-compliant installations.

It is the property owner's responsibility to maintain artificial turf installations within the verge and to preserve a safe verge environment for pedestrians and road users.

ITEM 4.3 - GUIDELINES AND CHECKLIST FOR THE INSTALLATION OF ARTIFICIAL TURF WITHIN THE ROAD VERGE - REGIONAL (Cont.)

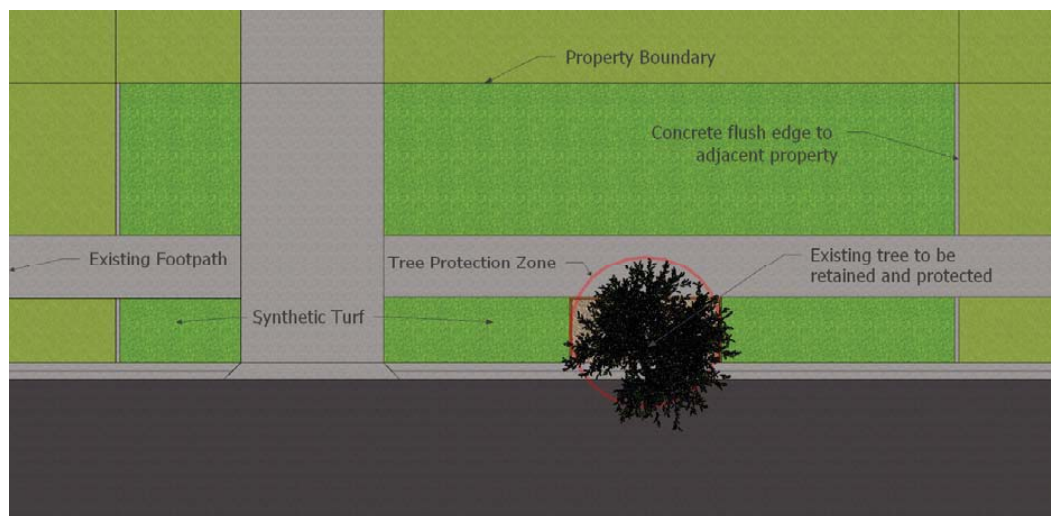
Who is responsible to fix damaged artificial turf on the verge?

When artificial turf on the verge is damaged or disturbed, Council is **NOT** responsible for replacing it. Similarly, utility companies which supply water, gas, electricity and telecommunications may require access to the road verge to perform maintenance work. Utility companies are **NOT** required to repair verges which have been landscaped to include treatments other than natural turf. It is the property owner's responsibility to fix damaged artificial turf on the verge.

Design considerations

The installation of artificial turf must comply with the following criteria:

- Artificial turf must be installed by a qualified, professional company with current insurance cover to Council's standards in effect at the time.
- Artificial turf must be installed on a sand levelling layer and a subgrade of compacted material such as road base or fine crushed rock to a minimum settled depth of 75mm.
- A flush edge is to be installed between artificial turf and adjacent natural turf or garden bed areas. Note: timber edges are not permitted due to maintenance concerns.
- Artificial turf must have a sand or granular rubber infill.
- Artificial turf must be laid with all edges fixed down in accordance with manufacturers' specifications and the typical plan detailed below.



Typical plan

Council acknowledges that there are numerous suppliers and varieties of artificial turf available in the market. It is Council's preference that products used are uniform in appearance, generally consistent with the appearance of the street environment (colour and texture) and of a modest sword length so as to be comfortable to walk on.

Not permitted

If the road verge contains a drainage swale or rain garden, no artificial turf is to be installed.

Artificial turf must not be laid within the Tree Protection Zone (TPZ*) of any tree. The TPZ is an estimate of the area around the tree required to protect a tree from adverse construction impacts.

* Note: to calculate the TPZ, measure the diameter of the trunk of the tree at breast height in metres and multiply it by 12. This will give the radius (R) of the tree protection zone.

ITEM 4.3 - GUIDELINES AND CHECKLIST FOR THE INSTALLATION OF ARTIFICIAL TURF WITHIN THE ROAD VERGE - REGIONAL (Cont.)

Example: The tree on my verge has a trunk with a diameter of 20cm at breast height: $0.2m \times 12 = 2.4m$ (R) Therefore the synthetic turf must be laid 2.4m from either side of the tree trunk.

Your verge boundary

The property owner must notify their neighbours about any proposed verge treatment works and agree on the location of the boundary between their adjacent verges. Verges in cul-de-sacs for example can be wider than straight streets and property owners may need to confirm the location of the boundary by survey if pegs are no longer in place and agreement cannot be reached.

Safety on your verge

Temporary barricades for the purpose of establishing an artificial turf verge are acceptable provided that the materials used do not create a hazard and are identified with sufficient numbers of reflective markers to ensure the safety of pedestrians. Barriers must not be erected across pedestrian access ways and must be removed once the installation is complete. (Maximum 1 month to allow for adhesion of the surface)

The level and grade of the verge, and between adjoining verges, is to remain consistent and free of barriers, trip hazards, excessive undulations, mounds, holes, depressions, ridges and terraces. Edgings and dividers are permitted only to the extent required to provide sufficient fixing for artificial turf edges, and provided they are flush with the verge surface. Timber edges are not permitted.

If artificial turf installations are considered inappropriate, Council will notify the property owner and require the area to be appropriately rectified or removed. If this notice is not complied with, Council will remove any offending installations. In the event of such removal, Council will not be responsible for the reinstatement or cost of items removed, and Council will, at its discretion, recover the cost of removing and disposing of materials.

Artificial turf can become hot to touch when exposed for long periods of time in the direct sunlight. The property owner must be mindful of the temperature of the turf and take all necessary actions to reduce the risk to the community.

Conflict resolution and complaints procedure

Artificial turf installations should be visually pleasing and aim to promote local harmony and acceptance by neighbours. However, it is possible that conflicts may sometimes arise. In the event of a conflict arising, measures should be taken immediately to seek resolution.

Where specific concerns are raised about an installation that pre-dates Council's guidelines, Council's Manager Asset Maintenance, in consultation with the relevant Divisional Councillor, will inspect the site and determine on a case-by-case basis if works are necessary to modify the area.

Circumstances may arise where Council directs a property owner to modify their installation within a specified period. If the property owner fails to undertake the work, Council reserves the right to undertake the work and may seek to recover costs associated with completing the work where justifiable.

Installing artificial turf on my verge

The important question to be asked is: "Will my artificial turf installation comply with all of the requirements of this guideline?"

If you answer 'yes' then complete the following checklist and submit to Council. Please note that all responses to the checklist questions should be 'yes' for your proposal to comply.

Once you have submitted the checklist, with an accompanying sketch of your proposed installation, you may commence construction.

ITEM 4.3 - GUIDELINES AND CHECKLIST FOR THE INSTALLATION OF ARTIFICIAL TURF WITHIN THE ROAD VERGE - REGIONAL (Cont.)

Checklist for the installation of artificial turf within the road verge



Postal Address
PO Box 159
Caboolture QLD 4510

Operations
Ph: 07 3205 0555

Internet
www.moretonbay.qld.gov.au
mbrc@moretonbay.qld.gov.au

ABN: 92 967 232 136

In order to satisfy the intent and objectives of these guidelines, you are required to complete the checklist below and submit it to council.

An objective of this checklist is to ensure consistency, openness and transparency when considering the installation of artificial turf on land under the control of council.

Property owner details:

Mr Mrs Ms Miss

Given name/s: Surname:

Street address:

Postal address (if different to above):

Email:

Home number: Mobile: Business/Work:

Note: Contact numbers which you provide may be used to update council's records.

Details of planned works:

I have advised my neighbours and they support the proposal. Proof to be supplied to council. Yes No

I have attached a sketch of the proposed artificial turf installation. Yes No

I have read and agree to comply with the conditions described in the document *Guidelines and Checklist for the installation of artificial turf within the road verge*. Yes No

I agree to indemnify Moreton Bay Regional Council against any claims in negligence or breach of contract relating to the artificial turf that I install, whether such negligence or breach of contract is the consequence of the actions of Moreton Bay Regional Council or the property owner. Yes No

I agree to maintain the artificial turf in a safe and attractive condition to the satisfaction of the Manager Asset Maintenance, Moreton Bay Regional Council, and if I fail to do so or a reasonable objection to the turf is raised by others, council may remove the turf with due notice (i.e. 21 days) at the property owner's expense. Yes No

I agree that the installation of artificial turf will not extend beyond the frontage of adjoining property boundary. Yes No

I agree that the installation of artificial turf will not interfere with footpath infrastructure including valves, services pits, street trees, street furniture and road signs. Yes No

I have identified any nearby services both underground and above and contacted Dial Before You Dig. Proof to be supplied to council. Yes No

I agree that the installation of artificial turf will not impede on operations and maintenance activities of utilities and/or services (i.e. not cover manholes, valves or inspection pits). Yes No

I agree that the installation of artificial turf will not impact on existing street trees or their root systems (all trees in and adjacent to the extent of works must be protected and works including the excavation for base material should be planned to avoid Tree Protection Zones). Yes No

I agree that the artificial turf is to be laid on a compacted base of minimum 75mm settled depth of crusher dust or approved equivalent material. Yes No

I agree that the artificial turf fabric and base material must ensure the verge is free-draining and allow no changes or impediments to stormwater drainage flow across the road reserve. Yes No

ITEM 4.3 - GUIDELINES AND CHECKLIST FOR THE INSTALLATION OF ARTIFICIAL TURF WITHIN THE ROAD VERGE - REGIONAL (Cont.)



Details of planned works (continued):

I agree that the edge of the artificial turf installation must be appropriately restrained and secured to a hard edge which is level with the finished surface level (exposed edges to adjoining natural grass areas must be avoided). Yes No

I agree that while the artificial turf is being laid, adequate provision for the safe passage of pedestrians past the construction area needs to be made. A separate road closure permit is to be obtained prior to implementing any on-road traffic management (where required). Yes No

I agree that I, as the property owner, will make arrangements to determine location of public utilities in the road reserve prior to installation and shall be liable for any damage made to any utilities, e.g. DBYD search. Yes No

I agree that I, as the property owner, will take full responsibility for whole of lifecycle management of the artificial turf including: Yes No

1. Ongoing maintenance in relation to all matters regarding the artificial turf and associated public liability concerns (e.g. trip and fall hazards).
2. Cleaning or removal of debris build-ups/stains if and when they occur.
3. Repair to damage or deterioration caused by vehicular and footpath traffic, tree roots, traffic signage, vandalism etc.
4. Any reinstatement works after Council or utility authorities conduct work on the verge.
5. Rehabilitation or removal and reinstatement at the end of life.
6. Ensuring that a new owner, when property ownership is changed, is made aware of the ongoing obligations for maintenance.

Information to be submitted with application:

A sketch of the proposed installation of artificial turf, preferably to scale. The sketch should include the front boundary of the property, the driveway, the kerb and channel, the footpath, public utilities (i.e. power poles, Telstra pits etc.) and the proposed turf installation. It should show the measurements (in mm) between these items.

All registered property owner's signatures with application.

Submitting the checklist:

For council records, please submit a copy of the checklist and signed declaration.

Please:

1. Make sure you read and understand these guidelines. If you have any questions or would like to discuss your proposal, please contact council.
2. Discuss your plans for the installation of artificial turf on your verge with your neighbours and attempt to accommodate any concerns they may have.
3. Once you and your neighbours are happy with your proposal, fill out the checklist and send it to council.

Declaration of property owner/s:

I/We, the property owner/s, declare that the above information is correct in all respects, at the time of submitting this checklist with the Moreton Bay Regional Council. Should any of the details given in relation to this checklist be changed in the future, the property owner shall advise the Moreton Bay Regional Council in writing prior to any such change being implemented.

I/We agree to comply with all Moreton Bay Regional Council local laws and/or all other statutes and agree to pay all costs associated with the reinstatement of any damage caused to Council infrastructure or other public utilities as a result of the proposed activities associated with these works. This includes all work carried out on the property owner's behalf by any agent, sub-contractor or others engaged to deliver, remove or undertake any part of the proposed work.

I/We acknowledge that should future placement of council or essential service infrastructure require the artificial turf to be removed, no compensation will be due for the removal of artificial turf under this permit.

I/We, the property owner/s, declare that the above information is correct in all respects, at the time of lodgement of this checklist with the Moreton Bay Regional Council. Should any of the details given in relation to this checklist be changed in the future, the property owner shall advise the Moreton Bay Regional Council in writing prior to any such change being implemented.

Signature: Date:

Privacy statement

Moreton Bay Regional Council is collecting your personal information for the purpose of assessing your proposal to install artificial turf on land under council control. The collection of this information is authorised under the Local Government Act 2009. Your information will not be given to any other person or agency unless you have given us permission or we are required by law.

ITEM 4.3 - GUIDELINES AND CHECKLIST FOR THE INSTALLATION OF ARTIFICIAL TURF WITHIN THE ROAD VERGE - REGIONAL (Cont.)



Submitting your completed checklist

For council records, please submit a copy of the checklist and signed declaration.

Please:

4. Make sure you read and understand these guidelines. If you have any questions or would like to discuss your proposal, please contact council.
5. Discuss your plans for the installation of artificial turf on your verge with your neighbours and attempt to accommodate any concerns they may have.
6. Once you and your neighbours are happy with your proposal, fill out the checklist and send it to council.

Email:

MBRC@moretonbay.qld.gov.au

Post:

Attention: Artificial Turf
Moreton Bay Regional Council
PO Box 159
CABOOLTURE QLD 4510

**ITEM 4.4
MORETON BAY PUBLIC TRANSPORT FRAMEWORK - AWARD OF TENDER -
REGIONAL**

Meeting / Session: 4 ASSET CONSTRUCTION & MAINTENANCE
Reference: A19419935 : 15 January 2020 - Refer **Confidential** Supporting Information
A19429476
Responsible Officer: AR, Principal Transport Planner (IP Integrated Transport Planning & Design)

Executive Summary

Council has invited tenders for the completion of the 'Moreton Bay Public Transport Framework (MBRC009015)', which will identify future public transport improvements for the region. Tenders were invited via a select tender, with three (3) conforming tenders received. SMEC Australia were chosen as the preferred tenderer as they provided a detailed methodology, included the full scope of works, and have significant experience in similar projects.

The project budget of \$150,000 (ex. GST) is insufficient to award the contract to the successful tenderer (SMEC Australia), and an additional \$50,000 (ex. GST) is required to proceed. Additional funding of an additional \$50,000 will be requested at the forthcoming 2019/20 Q2 budget review.

It is recommended that Council award the contract to SMEC Australia Pty Ltd for the sum of \$199,998 (ex. GST) as this tender was evaluated as representing the best overall value to Council.

OFFICER'S RECOMMENDATION

1. That the tender for 'Moreton Bay Public Transport Framework (MBRC009015)' be awarded to SMEC Australia Pty Ltd for the sum of \$199,998 (ex. GST).
2. That the Council enters into an agreement with SMEC Australia 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 SMEC Australia Pty Ltd for the 'Moreton Bay Public Transport Framework (MBRC009015)' and any required variations of the agreement on Council's behalf.
4. That to allow the project to continue, Council commits an additional \$50,000 towards the project 'Moreton Bay Public Transport Framework (MBRC009015)' through the 2019/20 Quarter 2 budget review process, in addition to the current \$150,000 identified in the 2019/20 Operational budget.

ITEM 4.4 MORETON BAY PUBLIC TRANSPORT FRAMEWORK - AWARD OF TENDER - REGIONAL - A19419935 (Cont.)

REPORT DETAIL

1. Background

The project description in the approved project scope for the Moreton Bay Public Transport Framework is shown below.

The project is an MBRC regional transport planning project. The project scope is to advance Council's strategic planning and implementation of public transport / bus infrastructure, including the provision of bus lanes on capital intersection upgrade projects; identification of additional land requirements; and to identify supporting infrastructure to support modal shift through improved public transport services into the future.

As a secondary project aim, the project will form an input into Council's strategic transport modelling to influence future mode share, utilise transport modelling outputs to quantify the future public transport level of service, provide a tool for investigating alternative infrastructure requirements during business case development and form a robust advocacy tool to the State Government to leverage funding and public transport service delivery.

The outcome of the project is to develop a detailed public transport network strategic implementation plan for the region. The preparation and delivery of this strategic implementation plan will be undertaken with Translink, Queensland Rail, DTMR North Coast and DTMR Planning and Policy Division as representatives on a technical working group.

2. Explanation of Item

Tenders were invited via a select tender for the Moreton Bay Public Transport Framework (*MBRC009015*). The tender closed on 15 October 2019 with three (3) conforming tenders received. One (1) tenderer did not submit a tender.

The tenders were assessed by the assessment panel in accordance with Council's Purchasing Policy and the selection criteria as set out in the tender documents. All tenders and their evaluation scores are tabled below (ranked from highest to lowest).

RANK	TENDERER	EVALUATION SCORE
1	SMEC Australasia Pty Ltd	95.04
2	MRCagney Pty Ltd	89.72
3	Aurecon Australasia Pty Ltd (offer withdrawn)	92.12
4	Arup Australia	Did not submit

SMEC Australia submitted a comprehensive tender including a detailed methodology including examples of how they intend to undertake the analysis included in the scope. SMEC's tender also included the full consultation methodology requested for under the invitation to offer. The contractor has undertaken similar analyses for other authorities in the past and has a strong team with wide ranging experience in public transport planning. SMEC Australia was chosen as the preferred tenderer.

MRCagney Pty Ltd submitted a thorough tender, demonstrating relevant project experience, and a reasonably detailed methodology. The methodology provided included some detail of the analyses that will be completed. The team offer included wide-ranging experience in public transport planning. The offer however excluded the full public consultation methodology, instead offering a truncated methodology that relied on existing surveys completed from TransLink. This was considered to be less advantageous when assessed against the scope of works issued as part of the tender.

ITEM 4.4 MORETON BAY PUBLIC TRANSPORT FRAMEWORK - AWARD OF TENDER - REGIONAL - A19419935
(Cont.)

A tender clarification was issued to MRCagney Pty Ltd on 11 December 2019 seeking for an additional quote for the completion of the full scope of works. MRCagney responded to this clarification on 16 December 2019 with a methodology, and a price which has been included in the assessment. With the clarification, the total price for the MRCagney Pty Ltd submission increased. The panel was reconvened on 19 December 2019 to consider the results of the clarification; and it was agreed that the improved methodology was still less advantageous to Council than the SMEC Australia methodology when the additional cost of the project submitted by MRCagney was considered.

Aurecon Australasia Pty Ltd (withdrawn) submitted a well-presented tender, demonstrating relevant project experience. The team demonstrated some staff with extensive public transport experience. The methodology provided reflected the scope issued, but did not add significant detail upon that which was provided to them in the tender. The response demonstrated to a limited extent the processes and analyses which would be completed. Aurecon's bid was withdrawn on 10 January 2020.

3. Strategic Implications

3.1 Legislative / Legal Implications

Council called select tenders for the work through the LG Tender system in accordance with the *Local Government Act 2009* and Council's Procurement Policy.

3.2 Corporate Plan / Operational Plan

Valuing Lifestyle: Diverse transport options - an integrated regional transport network.

3.3 Policy Implications

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

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

3.4 Risk Management Implications

No Risk Management Plan has been prepared to date given the desktop nature of the work. It is considered that risks which may arise through the course of the consultancy can be managed by the Project Manager.

3.5 Delegated Authority Implications Nil identified

3.6 Financial Implications

Council has allocated a total of \$150,000 (excluding GST) in the 2019/20 Operational budget 105303. All financials below exclude GST.

Tender Price	\$199,998.00

Total Project Cost	\$199,998.00
	=====
 Estimated ongoing operational/maintenance costs	 \$no impact

This project will be debited to job/project number 105303.

The project budget of \$150,000 is insufficient to award the contract to the successful tenderer, and an additional \$50,000 (ex. GST) is required to proceed. The tendered price is a lump sum with no contingencies or optional items. At the 2019/20 Q2 budget review, additional funding of \$50,000 will be requested.

*ITEM 4.4 MORETON BAY PUBLIC TRANSPORT FRAMEWORK - AWARD OF TENDER - REGIONAL - A19419935
(Cont.)*

3.7 Economic Benefit Implications

Outcomes of the project may result in improved public transport provision to regional centres, which will support self-containment and economic development.

3.8 Environmental Implications

The outcomes of the project may result in improvements to the public transport network within the region. This will help provide alternative mode choices to residents within the region, which could reduce the environmental footprint of private car usage.

3.9 Social Implications

The project may result in improved servicing of existing and growth areas throughout the region which will improve residents' access to core services and employment.

3.10 Consultation / Communication

The scope outlined a stage where directed public consultation would be completed to identify the views of the general public which may guide the improvements required to the public transport network. It is noted that the timing of this stage may now coincide with the local government election period due to delays in awarding the project.

Initial consultation regarding the scope of the works has been completed with officers of the Department of Transport and Main Roads, including the TransLink Division.

SUPPORTING INFORMATION

Ref: [A19429476](#)

The following list of supporting information is provided for:

ITEM 4.4

MORETON BAY PUBLIC TRANSPORT FRAMEWORK - AWARD OF TENDER - REGIONAL

Confidential #1 Tender Evaluation

**ITEM 4.5
MORETON BAY LOCAL DISASTER MANAGEMENT GROUP AND MORETON
DISTRICT DISASTER MANAGEMENT GROUP - MEETING MINUTES NOVEMBER
2019 - REGIONAL**

Meeting / Session: 4 ASSET CONSTRUCTION & MAINTENANCE
Reference: A19426331 : 3 December 2019 - **Refer Supporting Information A19390081**
Responsible Officer: CP, Coordinator Disaster Management (ECM Directorate)

Executive Summary

The Moreton Bay Local Disaster Management Group (LDMG) and Moreton District Disaster Management Group (DDMG) held its regular Ordinary meeting on 27 November 2019.

The minutes of this meeting are provided for reference.

OFFICER'S RECOMMENDATION

That the minutes of the combined Moreton Bay Local Disaster Management Group and the Moreton District Disaster Management Group meeting held 27 November 2019, be adopted as contained in the supporting information.

ITEM 4.5 MORETON BAY LOCAL DISASTER MANAGEMENT GROUP AND MORETON DISTRICT DISASTER MANAGEMENT GROUP - MEETING MINUTES NOVEMBER 2019 - REGIONAL - A19426331 (Cont.)

REPORT DETAIL

1. Background

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

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

The combined LDMG/DDMG held its regular Ordinary meeting on 27 November 2019, the minutes of which are provided in the supporting information to this report.

2. Explanation of Item

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

Combined meetings are chaired on a rotational basis. Since the Queensland Police Service (QPS) chaired the last meeting held in July 2019, the November meeting was chaired by Moreton Bay Regional Council (MBRC). The next meeting scheduled for 19 February 2020 will be chaired by QPS.

3. Strategic Implications

3.1 Legislative / Legal Implications

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

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

Nil identified

3.4 Risk Management Implications

Queensland Fire and Emergency Services has provided LDMG and DDMG agencies with access to the State Disaster Coordination Centre (SDCC) Situational Awareness Platform (SAP). This platform is a centralised source of disaster management related spatial data that can be utilised during an event or for planning purposes. The ability to access this operational data assists in improving overall general interagency communication and allowing personnel to make better operational and strategic decisions. Opportunities to enhance this product will include Council sharing its disaster related data with the State to improve their situational awareness of local activities.

3.5 Delegated Authority Implications

Nil identified

3.6 Financial Implications

Nil identified

3.7 Economic Benefit Implications

Nil identified

3.8 Environmental Implications

Nil identified

3.9 Social Implications

Nil identified

ITEM 4.5 MORETON BAY LOCAL DISASTER MANAGEMENT GROUP AND MORETON DISTRICT DISASTER MANAGEMENT GROUP - MEETING MINUTES NOVEMBER 2019 - REGIONAL - A19426331 (Cont.)

3.10 Consultation / Communication

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

SUPPORTING INFORMATION

Ref: [A19390081](#)

The following list of supporting information is provided for:

ITEM 4.5

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

#1 Minutes of Moreton Bay LDMG & Moreton DDMG Ordinary Meeting 27 November 2019

ITEM 4.5 - MORETON BAY LOCAL DISASTER MANAGEMENT GROUP AND MORETON DISTRICT DISASTER MANAGEMENT GROUP - MEETING MINUTES NOVEMBER 2019 - REGIONAL (Cont.)

#1 Minutes of Moreton Bay LDMG & Moreton DDMG Ordinary Meeting 27 November 2019



**Moreton Bay LDMG and Moreton DDMG
Ordinary Meeting**

Wednesday, 27 November 2019
commencing at 12:30pm
Strathpine Chambers
220 Gympie Road, Strathpine

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INVITEES

Agency	Name	LDMG	DDMG	Attended
APA Group	Josh Hankey	Advisor	N/A	
APA Group	Derek Boo	Advisor	N/A	
APA Group	Bipin Patel	Guest	N/A	Yes
APA Group	Brad Armstrong	Guest	N/A	
Australian Defence Force	Lt Col Campbell Paine	N/A	Member	Yes
Australian Red Cross (Qld)	Eleanor Carter	Member	N/A	
Australian Red Cross (Qld)	Collin Sivalingum	Deputy	N/A	
Australian Red Cross (Qld)	Judith Bradley	Guest	N/A	
Department of Agriculture and Fisheries	Paul Willett	N/A	Advisor	
Department of Agriculture and Fisheries	Craig Mathisen	N/A	Advisor	
Department of Agriculture and Fisheries	Mathew Johnston	N/A	Advisor	Declined
Department of Agriculture and Fisheries	Zane Nicholls			Declined
Department of Communities, Disability Services and Seniors	Chantal Devereaux-Larkin	N/A	Deputy	Yes
Department of Communities, Disability Services and Seniors	Marketa Chlebova	N/A	Guest	Yes
Department of Education	Rob Baker	Member	N/A	Yes
Department of Education	Trevor Schulz	Deputy	N/A	
Department of Employment, Small Business and Training	John Suthers	N/A	Member	No
Department of Employment, Small Business and Training	Tim Cunnington	N/A	Deputy	
Department of Employment, Small Business and Training	Katrina Hunt	N/A	Deputy	
Department of Environment and Science	Matt Karle	N/A	Member	Declined
Department of Environment and Science	Peter Cavendish	N/A	Deputy	
Department of Environment and Science	Leonie Clough	N/A	Advisor	
Department of Environment and Science	Andrew Kingston	Advisor	N/A	
Department of Housing and Public Works	Greg Smith	N/A	Member	
Department of Housing and Public Works	Chris Short	N/A	Deputy	Yes
Department of Housing and Public Works	Matthew Carswell	N/A	Guest	
Department of Housing and Public Works	Peter Shillam	N/A	Guest	
Department of State Development, Manufacturing, Infrastructure and Planning	Frances Bottle	N/A	Member	Yes
Department of State Development, Manufacturing, Infrastructure and Planning	David Licence	N/A	Deputy	Yes
Department of State Development, Manufacturing, Infrastructure and Planning	Gil Harkness	N/A	Guest	Yes
Department of Transport and Main Roads	Ian Haidley	N/A	Member	Declined
Department of Transport and Main Roads	Gary Carr	N/A	Deputy	
Department of Transport and Main Roads	Gerard Logan	FYI	N/A	Declined
Department of Transport and Main Roads	Anthony Bougoure	FYI	N/A	
Energex	Andrew McCook	Member	N/A	Yes
Energex	Steven Lynch	Deputy	N/A	
Maritime Safety Queensland	Keith Vince	N/A	Member	No
Maritime Safety Queensland	Captain Glenn Hale	N/A	Advisor	

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Agency	Name	LDMG	DDMG	Attended
Moreton Bay Regional Council	Cr Allan Sutherland	Member	N/A	No
Moreton Bay Regional Council	Cr Mike Charlton	Deputy	N/A	No
Moreton Bay Regional Council	Cr Peter Flannery	Member	N/A	Yes
Moreton Bay Regional Council	Cr Matt Constance	Member	N/A	Yes
Moreton Bay Regional Council	Anthony Martini	Member	Advisor	No
Moreton Bay Regional Council	Andrew Ryan	Deputy	N/A	Yes
Moreton Bay Regional Council	Bill Halpin	Member	N/A	Declined
Moreton Bay Regional Council	Mark McCormack	Deputy	N/A	Declined
Moreton Bay Regional Council	Carl Peterson	Member	Member	Yes
Moreton Bay Regional Council	Chris Barnes	Deputy	Deputy	Yes
Moreton Bay Regional Council	Vicki Anderson	Deputy	N/A	Declined
Moreton Bay Regional Council	Joshua O'Keefe	Advisor	N/A	
Moreton Bay Regional Council	Diane Bradford	Guest	N/A	Yes
Moreton Bay Regional Council	Tammy Alexander	Guest	N/A	Yes
Moreton Bay Regional Council	Sophie Kent	Guest	N/A	Yes
Moreton Bay Regional Council	Kathrine Crocker	Support	N/A	Yes
Moreton Bay Regional Council	Erica Ross	Support	N/A	Yes
Moreton Bay Regional Council	Larissa Kerrisk	Support	N/A	Yes
National Broadband Network	Marcello Massi	Advisor	N/A	No
Queensland Ambulance Service	Pat Lynch	Member	N/A	Yes
Queensland Ambulance Service	Ronald Cunningham	Deputy	N/A	
Queensland Ambulance Service	Graham Allan	N/A	Member	
Queensland Ambulance Service	Darren Darlington	N/A	Deputy	Yes
Queensland Ambulance Service	Matthew Green	N/A	Member	No
Queensland Fire and Emergency Services	David Brazel	Member	Member	Declined
Queensland Fire and Emergency Services	Wayne Waltisbuhl	Deputy	Deputy	Declined
Queensland Fire and Emergency Services	John Hannan	N/A	Member	Yes
Queensland Fire and Emergency Services	Mandy Duke	N/A	Deputy	Yes
Queensland Fire and Emergency Services	Konrad Sawczynski	Advisor	N/A	
Queensland Fire and Emergency Services	Peter Readman	Guest	N/A	Yes
Queensland Health	Bogdan Lew	Member	Member	
Queensland Health	Jael Phillippe-Janon	Deputy	Deputy	
Queensland Health	Adam Whitehead	Deputy	Deputy	Yes
Queensland Health	Hannah Temple	Guest	N/A	Yes
Queensland Health	Diane Bretherton	Member	Member	Yes
Queensland Health	Carla Bailey	Deputy	Deputy	Yes
Queensland Health	Janene Farr	Advisor	N/A	
Queensland Health	Bevan Marks	Advisor	N/A	
Queensland Health Public Health Unit	Adam Whitehead	N/A	Guest	
Queensland Police Service	Bill Graham	N/A	Member	Yes
Queensland Police Service	Lee Jeffries	N/A	Deputy	No
Queensland Police Service	Paul Ready	Member	N/A	No
Queensland Police Service	Richard Kroon	Deputy	N/A	Declined
Queensland Police Service	Craig White	Deputy	N/A	No
Queensland Police Service	Gavin Marsh	N/A	Member	Yes
Queensland Police Service	Melissa Bicanic	N/A	Deputy	Yes
Queensland Police Service	Peter Thompson	N/A	Deputy	

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Agency	Name	LDMG	DDMG	Attended
Queensland Police Service	Michael Moate	N/A	Guest	
Queensland Police Service	Sarah Grayson	N/A	Guest	
Queensland Police Service	Jo-anne Arthur	N/A	Guest	
Queensland Rail	Maurice Tauletta	N/A	Member	Declined
Queensland Rail	Dean Hutchesson	N/A	Deputy	Yes
Queensland Reconstruction Authority	Stuart Head	N/A	Advisor	
Redcliffe Coast Guard	Ed Endicott	Advisor	N/A	
Seqwater	Dan Corliss	FYI	N/A	
Seqwater	Rob Drury	Advisor	N/A	
Seqwater	Chloe De Marchi	FYI	N/A	
Seqwater	Elizabeth Jackson	Guest	N/A	Yes
State Emergency Service	Henk van den Ende	Member	N/A	Yes
State Emergency Service	Alan Peterson	Deputy	N/A	Yes
State Emergency Service	Ben Arthur	Guest	N/A	Yes
State Emergency Service	Benay Patterson	Advisor	N/A	Declined
Surf Life Saving Queensland	Calan Lovitt	Advisor	N/A	
Surf Life Saving Queensland	Greg Cahill	FYI	N/A	
Telstra	May Boisen	N/A	Advisor	Yes
Telstra	Gary McCulloch	N/A	Advisor	
Unitywater	Ashley Lorenz	Member	N/A	Declined
Unitywater	Greg Burnett	Deputy	N/A	Yes
Unitywater	Mathias Reif	Advisor	N/A	Declined
Unitywater	Taryn Colless	Advisor	N/A	Declined
Unitywater	Ray Aspey	Guest	N/A	Yes
Volunteer Marine Rescue	Graham Gibb	Advisor	N/A	Yes
Volunteer Marine Rescue	Noel Wendt	Advisor	N/A	

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ITEM 4.5 -MORETON BAY LOCAL DISASTER MANAGEMENT GROUP AND MORETON DISTRICT DISASTER MANAGEMENT GROUP - MEETING MINUTES NOVEMBER 2019 - REGIONAL (Cont.)



1. WELCOME AND APOLOGIES

The Chairperson for the meeting held on 27 November 2019 is the Chairperson of the Moreton LDMG. Chairing of the combined LDMG and DDMG meeting is held on a rotational basis.

Agency representatives introduced themselves to the meeting (by exception).

- Lt Col Campbell Paine - Australian Defence Force
- Marketa Chlebova - Department of Communities, Disability Services and Seniors
- Mandy Duke - Queensland Fire and Emergency Services

Apologies to be received and noted in the attendance list above.

Cr Peter Flannery introduced and recognised Superintendent Bill Graham as the new Chair of the Moreton District Disaster Management Group. Superintendent Graham replaced Superintendent Michael Brady who recently retired.

2. PREVIOUS MINUTES

2.1 Confirmation of Previous Minutes

The minutes of the meeting held on 24 July 2019 (pages 416 to 439) are provided for confirmation.

RECOMMENDATION:

That the minutes of the meeting held on 24 July 2019 be confirmed.

ADOPTED

2.2 Business Arising from Previous Minutes

Nil

RECOMMENDATION:

That there was no Business Arising from previous minutes.

ADOPTED

ITEM 4.5 - MORETON BAY LOCAL DISASTER MANAGEMENT GROUP AND MORETON DISTRICT DISASTER MANAGEMENT GROUP - MEETING MINUTES NOVEMBER 2019 - REGIONAL (Cont.)



3. CORRESPONDENCE

3.1 Correspondence In/Correspondence Out

Moreton Bay LDMG

Correspondence In

DATE	FROM	TO	SUBJECT	COMMENT
25/07/19	IGEM	Local + Mayor MBRC	Introduction of new IGEM Alistair Dawson	Noted
08/08/19	IGEM	Chair LDMG	DM plan assessment process and refreshed EMAF / Standard	Noted, prepared response to IGEM to be completed by 30 September 2019
01/10/19	QFES	Coordinator Disaster Management (CDM)	Submissions Invited: Refresh of the Queensland Disaster Management Training Framework	To be completed by 11 October 2019
02/10/19	Volunteering Qld + DDMG (04/10/19)	Local	VQ – Emergency Volunteer Crew Communique October 2019	Noted
31/10/19	LGAQ	Local Disaster Coordinator	Submissions Invited: Refresh of the Queensland Disaster Management Training Framework	To be completed by 11 October 2019

Correspondence Out

DATE	FROM	TO	SUBJECT	COMMENT
08/10/19	Chair LDMG	IGEM & DDC	Moreton Bay LDMG Disaster Plan Review Assessment 2019	Email
29/10/19	CDM	QFES Emergency Management Training Command	Moreton Bay LDMG's collective feedback provided in addition to QHealth individual response	Email

Moreton DDMG

Correspondence In:

DATE	FROM	TO	SUBJECT	COMMENT
09/08/19	IGEM	District	IGEM program of works and 19/20 assessment	To be completed by 30 Sept 2019
04/10/19	DMU QPS/Volunteer Qld	District	VQ – Emergency Volunteer Managing Volunteerism	Sent to LDMG 10/10/19 by email
09/10/19	MBRC-LDMG	District	LDMG response to IGEM re LDMG review 2019	Sent to IGEM as well

ITEM 4.5 - MORETON BAY LOCAL DISASTER MANAGEMENT GROUP AND MORETON DISTRICT DISASTER MANAGEMENT GROUP - MEETING MINUTES NOVEMBER 2019 - REGIONAL (Cont.)



Correspondence Out:

DATE	FROM	TO	SUBJECT	COMMENT
26/9/19	DDMG/LDMG	Aged Care List	Aged Care Engagement Project update and survey	Email
27/9/19	DDMG/DDC	IGEM	Annual Plan review – letter to IGEM	Email
10/10/19	DDMG	LDMG	VQ – Emergency Volunteer Managing Volunteerism	Email

RECOMMENDATION:

That the correspondence for LDMG and DDMG be noted.

ADOPTED

4. AGENDA ITEMS

4.1 LDMG/DDMG Training - Introduction to Recovery

John Hannan, Emergency Management Coordinator, QFES ran the LDMG/DDMG through the Introduction to Recovery course.

It is a requirement that all members of LDMG/DDMG undertake the same training, with the Introduction to Recovery course part of the QFES Queensland Disaster Management Training Framework.

John Hannan will provide a copy of the presentation documentation to Chris Barnes which will be made available to members.

- Topic One - Legislation, Guidelines and Doctrine
- Topic Two - Disaster Recovery
- Topic Three - Governance
- Topic Four - Recovery Preparedness
- Topic Five - Recovery Operations

Documentation available online:

AIDR Booklet <https://www.aidr.org.au/>

Local, District and State Level Recovery Plans are available on <https://www.qra.qld.gov.au/>

QFES and MBRC have been meeting with community members to build resilience, particularly in smaller communities with training in recovery operations which will provide them with social capacity in the event that they are cut off first as a result of weather events. e.g. areas such as Mt Nebo.

Well done to Vicki Anderson for the work she has carried out in these smaller communities.

Carl Peterson advised that the group is currently running at 50% compliance for core training requirements in the Disaster Management Learning Management System and encouraged members to log in and carry out their required training - <https://www.dmlms.qfes.qld.gov.au/user/login>

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4.2 Bushfire Risk Mitigation Plan for the Moreton Region

Wayne Waltisbuhl, Acting Director Operations, Rural Fire Service Queensland QFES, was to provide an update on the QFES Bushfire Risk Mitigation Plan for the Moreton Region however, was an apology due to operational commitments. This session will be held over to the February 2020 meeting.

4.3 SDCC Situational Awareness Platform

Peter Readman, Manager Emergency Management Planning, QFES, provided an update on the State Disaster Coordination Centre (SDCC) Situational Awareness Platform (SAP). The SDCC-SAP is an ESRI ArcGIS Online based product created by the QFES Emergency Management Planning Unit. SDCC SAP is a centralised source of disaster management related spatial data that can be utilised during an event or for planning purposes. It contains a collection of spatial data from various sources.

The link to the SAP was distributed 2 weeks ago to members. Dashboards are available through the data sharing group. Showed Current QLD Bushfires which also has some data from NSW along the border. Allows to drill down on a particular incident for further information showing resources on the ground.

These dashboards are high level, allowing senior staff to see what is happening in real time. (Current QLD Bushfires, Damage Assessment {Bushfire and Storm}, LDMG Groups, warnings). They are rotated all the time and seeing what is happening from a public messaging, real time, bushfires, emergency alerts, BOM.

Shows whether Disaster Management groups (Local, District and State) are activated, at alert, stood up etc.

Situational Overview Bushfire - are able to put a polygon on an area to find out schools (gives contact and enrolment details), hospitals with types of facilities, population, provides whether warnings have been distributed etc. It is critical to know all this information in the event of forecasting what could be have potential exposure.

Local and District have a generic log in - feel free to log in and provide feedback through the email address on the side. This has been available for 12 months. There are user guides to help you navigate around. There are QR Codes which will allow you to access this through smartphones or iPads.

An overview of BOM and Bushfires dashboards was presented to the group, including an overview of Web maps for Bushfires and Weather Events.

Organisations can add their own data to use as an overlay, however other organisations will not be able to see that data. It was noted that if an organisation would like their data added in order for other organisations to utilise then that data is to be sent to QFES to incorporate into the dashboards.

Any feedback in relation to improvements to dashboards can be provided using the link in the SAP.

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Carl Peterson will re-send the email with the SAP log in details for LDMG members. Gavin Marsh will issue the same for the DDMG members.

4.4 Queensland Health Incident Management Arrangements

Di Bretherton, Metro North Manager, Emergency Management and Business Continuity, Queensland Health, provided an overview of the Queensland health incident management arrangements and a brief demonstration of the business intelligence systems used to support decision making for patient access, business continuity and emergency response.

Metro North has sixteen hospital and health services crossing over three Local Government areas which sit at the Local and District level of Disaster Management.

An overview of the Focus Activity Board (FAC) used by QHealth was presented to the group. Examples of its use include tracking patients who receive medical care at home, tracking of patients who receive medical care at residential aged care facilities, and this is particularly useful during disaster events. Tracking of influenza A and B was also demonstrated which allows QHealth to track outbreaks across all facilities and assists in planning for surges.

The FAC allows for reporting from the various dashboards which includes filters (e.g. by postcode) to display areas of high presentation to the Emergency Department. These tools support decision-making and provide a situational overview for access to health facilities and staffing in terms of disaster management response as well as data for utilities to facilitate safe operations.

5. AGENCY/COMMITTEE REPORTS

5.1 APA Group (Advisor)

Preparedness and Planning

- APA is prepared for the coming Christmas period with resources – both equipment and human resources - in place.
- Once again, since the last MBRC LDMG meeting, APA has not had a major incident. Unfortunately, we continue to experience a range asset strikes, typically caused by 3rd parties. The only 'upside' of these ongoing strikes is that these incidents help APA to maintain a thoroughly prepared position for any situation that may arise.
- These regular incidents combined with our ongoing training programme – formal and informal – plus desk top exercises conducted with external and internal parties, including councils, give us a sense of confidence about ability to deal any event issue.
- APA continues to conduct formal and informal training on an ongoing basis, with this training forming a key component of the development of our staff. QDMA training is also a key focus of APA's training for those APA staff who intend to attend Council LDMG meetings, and as such more QDMA training was conducted for approx. (10) APA staff in August.

Emergency Communications

- Evacuate the area immediately surrounding any gas escape without using a vehicle or any device that may create a spark, including a mobile phone.
- For a major incident, where there is risk to life or property, call 000

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- Call the relevant emergency number below if:
 - you can smell gas
 - you can hear gas escaping
 - there has been a gas explosion or fire
 - you are aware of, or may have caused damage to a gas pipe, meter or pipeline
- Please report all damage, no matter how minor.
- Gas Emergency Contact Numbers
 - Local Natural Gas Distribution Networks - 1800 GAS LEAK (1800 427 532)
 - LPG - 1800 GAS LEAK (1800 427 532)
 - For gas appliance faults, contact your local plumber.
- Avoid emergencies by using the free Dial Before You Dig service before digging.

5.2 Australian Defence Force

- Advised Combat Services Support Battalion was providing logistical and liaison support to the current bushfire response in Queensland.
- ADF liaison officers were working within the State Disaster Coordination Centre to provide better inter-agency support to local and district disaster management group requests or through the provision of support to the State response.

5.3 Australian Red Cross Queensland

- Nil to report.

5.4 Department of Agriculture and Fisheries (Advisor)

- Nil to report

5.5 Department of Communities, Disability Services and Seniors

- As a result of the recent bushfire activity DCDSS are providing support to six Local Government areas for recovery.
- Some recovery efforts are being wrapped up and hoping to be finalised in the next weeks.
- Now preparing for storm season.

5.6 Department of Education

Hazard Mitigation and Risk Reduction

- North Coast Regional Office and all schools within the North Coast Region have updated their emergency plans for currency which deal with an all hazards approach.

Preparedness and Planning

- North Coast Regional office and Schools have access to the DoE Disaster and Emergency Management web site which provides the Emergency Management Framework to assist with prevention and planning.

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Schools have undertaken risk assessments of their sites and updated their school emergency plans in preparedness for disaster events.

Emergency Communications

- North Coast Region is fully equipped to maintain emergency communications as outlined in the North Coast Region Emergency Response Plan - Appendix 17. The Regional Coordination Centre (RCC North Lakes) also has Iridium Go satellite devices to aid in emergency communications if landlines and mobile reception is unavailable.

Response

- DoE is fully staffed and ready to respond for any activation if required and has deployable teams available to assist in the management and recovery of any disaster event.

Relief and Recovery

- DoE would enact the business continuity plan and work closely with BAS in the infrastructure recovery of educational facilities as required. Regional office and Schools have access the DoE Disaster and Emergency Management web site which provides the Emergency Management Framework to assist with recovery actions.

5.7 Department of Employment, Small Business and Training

- Nil to report.

5.8 Department of Environment and Science

- Nil to report.

5.9 Department of Housing and Public Works

- Nil to report.

5.10 Department of State Development, Manufacturing, Infrastructure and Planning

- Nil to report.

5.11 Department of Transport and Main Roads

- Nil to report.

5.12 Energex

Hazard Identification and Risk Assessment

- Systematic planning undertaken to identify network limitations for system normal and event driven issues

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- Energex is also continuing their Refurbishment program for overhead assets to replace high risk small overhead conductors.
- No outstanding 'elevated' risks beyond normal type exceptions e.g. SMF

Hazard Mitigation and Risk Reduction

- Energex Flood & Bushfire Risk Management Plans
 - Bushfire Mitigation Projects: installation of sparkless fuses, overhead conductor "spacers", covered high voltage overhead conductor (CCT ABC) in high risk vegetation zones & enclosed high voltage switches.
 - Flood Management Plans cover scenarios for flooding rivers and pre-emptively look to isolate / reroute specific network
- SSSMF to be online prior to Christmas – has been essentially restored

Preparedness and Planning

- Energex is a Quality Accredited Organisation and as such has registered plans for disaster management. The key plans are as follows:
 - CEMP (Corporate Emergency Management Plan).
 - DAPR (Distribution Annual Planning Report).
 - SPP (Summer Preparedness Plan).
- Energex emergency response plans are integrated into all operations of the business. These plans are documented under AS/NZS ISO 9001 Certified Quality Management System.
- These plans are high level and dictate the delivery of documented "Emergency Response Plans".
- Planning includes:
 - Ensuring Mobile substations and generation support available
 - Systems in place for storm rostering / call centre and field etc.
 - Fatigue management systems

Response

- Mobile substations and generation support available
 - Mobile substations are cleared of bookings over peak summer conditions
- Systems in place for storm rostering
 - Call centre
 - Field staff
 - Network operations
- Crews available from Intrastate (Energy Queensland) and Interstate under certain conditions.
- Note that for safety crews do not perform field works overnight.

General

- Merge of Ergon and Energex resulting in more fluid resource sharing.
- More plant and infrastructure available
- Energex network capacity capital expenditure programme has steadily reduced as a result of reduced growth
- More focus on refurbishment of aging assets
- Energex is continuing with capital works to treat the effects of embedded generation systems
- Energex is continuing with bushfire risk reduction programme
 - Mount Nebo 'The Blocks' to have mitigation in place over two projects due next and following years
 - Bribie Island Rd, Sandstone Point

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5.13 Maritime Safety Queensland

Preparedness and Planning

- Major Oil Spill exercise conducted on Brisbane River with Caltex, DES, Port of Brisbane and MSQ 24/10/2019

Response

- Multiple responses to minor pollution reports Caloundra to Gold Coast – Trichodesmium algal bloom in almost all cases. No active response required.

5.14 Moreton Bay Regional Council

Hazard Identification and Risk Assessment

- A number of hazards have the potential to impact the communities of the Moreton Bay Region and are summarised in the table below:

OVERALL RISK	HAZARD
HIGH	Bushfire Flooding Severe Storm
MEDIUM	Chemical Incident Earthquake Heatwave Landslide Major Fire Major road, rail, air or marine transport incident Pandemic Storm Tide Tsunami

- Capability Strategy 2019-2020 Progress Report

	Deliverable	Description
Essential Task	Disaster Risk Review	A QERMF compliant risk review - focused on high risks (risk-based approach).

- Detailed liaison with QFES Hazard Risk Unit (HRU) has been completed regarding application of the QERMF methodology in the Moreton region.
- As part of QFES integrated support program, the HRU has recommended an action plan to help guide our efforts and associated risk assessments and for the DMU to develop a series of scenario-based risk assessments:
 - Recommendation 1: Severe Tropical Cyclone (E.g. Severe Tropical Cyclone Dinah, January 1967, and Severe Tropical Cyclone Marcia, February 2015) incorporating Destructive Winds,

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- Flash Flooding, Storm Surge/Coastal Inundation, and Moderate to Major Flooding. This is assessed as a credible worst-case cyclone scenario.
- o Recommendation 2: East Coast Low, Tropical Low, Trough Event leading to Major Flooding (E.g. May 2015 East Coast Low and Queensland Floods, January 2011). This is assessed as a most-likely cyclone scenario.
 - o Recommendation 3: Severe Thunderstorm Event leading to Flash Flooding and/or direct impact from Wind Gusts (>130km/h), Lightning, Tornadoes, and Large Hail (E.g. The 2008 Queensland Storms). This assessment may also include considerations of landslides resulting from heavy rainfall/flash flooding as with the Severe Tropical Cyclone assessment.
 - o Recommendation 4: Bushfire: Large Scale Wild or Grass Fire. This assessment will be a consideration of the unmanaged risk left over after annual mitigation activities (Operation Cool Burn) have taken place and will be undertaken in consultation with the Area Fire Management Group (AFMG).
- These recommendations will be taken forward once the Chair is in receipt of the signed Action Plan from the Assistant Commissioner, Emergency Management and Community Capability.

Preparedness and Planning

- Capability Strategy 2019-2020 Progress Report

	Deliverable	Description	Progress Report
Essential Task	5-Pillar Approach	Align the operational Lines of Effort in Disaster Response with the 5-Pillars of Recovery - Economic; Environment; Human & Social; Built Environment; Roads & Transport.	<ul style="list-style-type: none"> • Joint Planning Consideration documents have been developed for North Pine Dam Failure, Bushfire and Storm Tide/Coastal Inundation that align with the 5-Pillar approach. These are available for distribution to LDMG members as required.

Capability Integration

- Capability Strategy 2019-2020 Progress Report

	Deliverable	Description	Progress Report
Essential Task	Interagency Integration	Establish effective integration between all agencies through training, exercising, education, and resource allocation.	<p>Training</p> <ul style="list-style-type: none"> • 20-Aug-19 SDCC Site Visit - staff • 28-Aug-19 SDCC Site Visit - volunteers • 01-Oct-19 Guardian IMS Training (2 Sessions) • 02-Oct-19 Guardian IMS Training (2 Sessions) • 03-Oct-19 Guardian IMS Training (2 Sessions) • 16-Oct-19 LDCC Mod 1, 2 and 3 - QDMA Training • 31-Oct-19 Guardian IMS Training (QPS Sessions)

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Deliverable	Description	Progress Report
		<p>Exercises</p> <ul style="list-style-type: none"> 29-Aug-19 Brisbane City Council Evacuation Centre exercise 23-Sep-19 Ex Coastal Challenge 19/1 14-Oct-19 Ex Coastal Challenge 19/2 21-Oct-19 Ex Coastal Challenge 19/3 23-Oct-19 Ex Eris (MRG) 11-Nov-19 Ex Coastal Challenge 19/4 <p>Plans</p> <ul style="list-style-type: none"> Development of Flood/Coastal Inundation Exercise (LDCC & LIVEX) - Jan to Mar 20. Development of Ex PUMICESTONE - Jun 20 Evac Centre Training and QDMA for Library Staff continues Guardian IMS Training for LDMG members - on request
Essential Task	<p>Develop Disaster Management Plans and Procedures</p>	<p>Develop operationally efficient Disaster Management planning and execution processes compliant with EMAF good practice.</p> <p>Planning and Liaison</p> <ul style="list-style-type: none"> Review and endorsement of MBRC Disaster Recovery Plan - ongoing (update) Review and Update of LDMP ongoing - Target: Dec 19 Review and Update of LDCC SOP ongoing - Target: Jan 20 Development of Sub-Plans 'Plan-on-a-Page' roll out - 6 completed, ongoing.
	<p>Disaster Management Education</p>	<p>Review and improve District and Community educational plans, products & procedures to align with contemporary good practice and lessons-learned.</p> <p>Community Engagement</p> <ul style="list-style-type: none"> 12 Education events have been run since the last LDMG with approx. 300 community members involved. 6 Y5 School Presentations have been conducted to over 500 school children in the region. We have been involved in 8 community events that have supported interactions with over 3000 members of the community since the last LDMG.

Planning - Local Disaster Management Plan (LDMP) and Sub-Plans

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Name of plan	Description	Last reviewed	Status
Local Disaster Management Plan (Version 4.1)	LDMP	Approved by Council 29 November 2018. Version 5 is being developed for adoption in December 2019.	LDMG Stakeholder input
MBRC Disaster Recovery Plan (Version 1.0)	Plan	Drafted and ready for stakeholder endorsement and approval	Awaiting endorsement
Animal Management	Sub-Plan	Endorsed by LDMG (Flying Minute March 2012)	Under review 95% complete
Evacuation	Sub-Plan	Endorsed by LDMG 6 February 2013 Adopted at council workshop 7 March 2013	Under review
Evacuation Centre Management	Sub-Plan	Endorsed by LDMG (Flying Minute March 2012)	Evac Centre Plans and Guidelines updated
Evacuation Centre Management - Watson Park	SOP	Complete. Signed off by ADRA with MBRC Legal review complete	Endorsed
Impact Assessment	Sub-Plan	Concept planning completed - Project development continuing with QIT+ / Tech One solutions being reviewed	Quote being presented to DMEG
Public Health	Sub-Plan	Endorsed by LDMG 23 November 2011	Under review
Threat Specific - Bribie Island Isolation	Sub-Plan	Endorsed by LDMG (Flying Minute 11 January 2018)	Exercise plan in Jan 20
Threat Specific – Narangba Innovation Precinct Response	Sub-Plan	Endorsed by LDMG (Flying Minute 5 November 2019)	Endorsed
Threat Specific - North Pine Dam Response Plan	Sub-Plan	Complete. Sub-Plan, Messaging and Mapping complete. Development of joint sub-plan with Brisbane City Council is being pursued.	For endorsement in Q3 19/20
Waste Management	Sub-Plan	25% complete	Under Development
Storm-Tide Evacuation	Sub-Plan	30% complete. Mapping completed.	Under Development
Redcliffe Aerodrome Emergency Plan	Sub-Plan	Recommendation for a comprehensive Operational Risk Review has been made.	No further input

Emergency Communications

- Capability Strategy 2019-2020 Progress Report

Deliverable	Description	Progress Report
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Essential Task	Enhance Situational Awareness at all levels	Refine the 'MBRC Disaster Portal' to establish effective community situational awareness during an event, supported by timely community warnings and “social-media domain” activity.	<ul style="list-style-type: none"> • MBRC Website updated and refined during recent events / fire danger period • Disaster Portal now active and continuing to be refined with ICT. • MBRC Social Media policy now published internally and DM strategy for MBRC social media channels is being updated for implementation in 2020.
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Communication Systems

- As at 22 Nov 2019, council has 58,279 (Jul 19 - 55,880) residents registered to receive MoretonAlert messages an increase of 2,399 subscribers since July 2019. This large increase is supported by Get Ready Campaign focus.
- Extensive ongoing social media engagement with the community via Facebook. The page has 49,229 (Jul 19 - 29,457) followers, an increase of 19,772 from July 2019. This large increase is due to rationalising of several MBRC social media channels to a single Facebook page.
- Twitter following of @MBRCdisaster account has decreased by 3 followers since February 2019 (2,154 followers). The new MBRC Social Media strategy does not include the use of Twitter, so this channel will be phased out and users encouraged to shift to new social media channels or to follow other lead agencies like BOM, QFES and QPS.
- Monthly testing of the Mt Nebo / Mt Glorious Early Warning System by QFES continues.

Response

- Council's Disaster Management Unit and LDCC have been working at various stages of Alert and Lean Forward in response to the bushfires.
- Disaster Management staff are maintaining situational awareness and providing regular and situation-specific updates, as required.
- Additional fire management personnel and evacuation centre staff are on-call over weekends and overnight during higher risk periods to support any emergency response.
- Evacuation centre bedding packs and inflatable mattresses (65 lots) were issued to Kilcoy (Somerset Regional Council) on 8 November 2019 to support their bushfire evacuations. These stores will remain with Somerset Regional Council until the bushfire threat ends this season.
- Council continues to support QFES fire fighting efforts with the provision of fire crews, water trucks and other plant and equipment as requested.

Relief and Recovery

- Capability Strategy 2019-2020 Progress Report

	Deliverable	Description	Progress Report
Essential Task	Cascade Disaster Management planning to local communities	Facilitate community-based Disaster Management planning to build the resilience of “at-risk” isolated communities and vulnerable populations.	Community Development <ul style="list-style-type: none"> • 27-Aug-19 Evacuation Centre Management training - Donnybrook and Toorbul volunteers • 07-Sep-19 Mount Mee Evacuation Centre training • 25-Sep-19 SES Evacuation Centre Management training • 06-Nov-19 Evacuation Centre Management training - Library staff

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Deliverable	Description	Progress Report
		<ul style="list-style-type: none"> 09-Nov-19 Mount Nebo Evacuation Centre training 12-Nov-19 SES Evacuation Centre Management training 16-Nov-19 Beachmere Evacuation Centre training 26-Nov-19 SES Evacuation Centre Management training 27-Nov-19 Psychological First Aid <p>Public Information / Awareness</p> <ul style="list-style-type: none"> 25-Jul-19 Bribie Island Library Workshop 27-Jul-19 Arana Hills Library Workshop 07-Aug-19 Deception Bay Library Workshop 14 - 20 Sep-19 Fire Street Meets - Elimbah, Morayfield, Cashmere, Ferny Hills 16-Oct-19 Fire Information Night - Mt Glorious 17-Oct-19 Fire Planning Workshop - Mt Glorious 31-Oct-19 Forestry Road Mount Nebo community engagement 19-Nov-19 Woodford Community Leaders meeting

5.15 Queensland Ambulance Service

Hazard Identification and Risk Assessment

- High business as usual workload continued on from Winter season.
- Heat, storms, fire.

Hazard Mitigation and Risk Reduction

- Summer plan in place.
- Heat wave plan in place.

Preparedness and Planning

- Local and LASN exercises conducted.
- All plans reviewed, and amended accordingly, station check lists completed and preparation made as required.

Emergency Communications

- Business as usual, with usual redundancies in place.

Response

- BAU.
- Support for other jurisdictions in plan.

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Relief and Recovery

- SMID plan.

General

- QAS Metro North is prepared for upcoming season, has had LACC stood up for 3 months over winter – staff very experienced working in IMS environment.

5.16 Queensland Fire and Emergency Services

Hazard Identification and Risk Assessment

- Operation Coolburn 2019 commenced on 1 April and finished on 31 August 2019. This operation through the Fire managers Forum identified the key bushfire risk in MBRC and documented them in the “Bushfire Risk Mitigation Plan”.
- The Brisbane Region Area Fire Management Group meeting was held on Wednesday 7 August at the Caboolture RFS office.

Hazard Mitigation and Risk Reduction

- During Operation Coolburn all agencies worked to reduce the risk through hazard reduction burns, community awareness programs and fire break maintenance. Brisbane Region was the top performing Region for the state in HRB and Community Education, this could not have been achieved without the efforts of all stakeholders and partner agencies. (RFS)

Preparedness and Planning

- Fire bans for the MBRC area commenced on Wednesday 4 September and were extended continuously through to Tuesday 15 October 2019.
- Key LDMG and DDMG staff participated in a Masterclass for Leadership in Disaster, Crisis and Adversity sponsored by QFES on 8 August 2019.
- QDMA and emergency alert training was conducted for MBRC staff and community volunteers in the State Disaster Coordination Centre on 20 and 28 August 2019.
- Evacuation Centre training has been conducted for Community Resilience volunteers, Council staff and members of the Moreton Bay SES Unit.
- Key QFES staff attended Guardian training on 16 October 2019 at MBRC LDCC.
- Selected Council staff attended Disaster Coordination Centre training on 16 October 2019 in the Moreton Bay LDCC.
- Operation Redux outlines the Commissioner’s intent regarding strategies and objectives for the 2019-20 bushfire season. The focus is on our partners and our community’s preparedness to proactively respond to current and emerging risks.
- F&R recently obtained replacement fire appliances at four urban stations within the MBRC area. The Stations being: Caboolture, Burpengary, Petrie and Eaton’s Hill. These are Scania appliances with a water tank capacity of 1500litres.
- Two iZone light 4x4 appliances were also replaced to provide enhanced protection for the community at grass and bush fires. One being a Fuso Canter with a 700-litre capacity and a Landcruiser with 500-litre water tank. Both vehicles provide swift water racks for use at rescues during flooding events.
- QFES Region held the annual Pre-Bushfire Season workshop on the 13 August at the Brisbane International Virginia. This was well attended by QFES services and stakeholders from the MBRC and area.

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Emergency Communications

- RFS have undertaken workshops about the future of our communication system for “Rest of State”
- RFS continue to have no issues with the GWN digital network.

Response

- September was an intense start to the fire season throughout the State with unusually early observations of severe and extreme fire danger ratings in Southern Queensland. MBRC area has escaped any extreme fires within the area with larger fires occurring at Bribie Island and Kurwongbah. Many smaller flare ups have occurred and were brought under control in a timely manner.
- During the recent elevated fire activity F&R and RFS dramatically increased our initial weight of attack to incidents to attempt to keep vegetation fires to as small an area as possible. This tactic was deemed extremely successful.
- MBRC Fire Teams supported QFES during the elevated fire activity by providing crews to assist especially during the Peregrine Springs fire when we deployed numerous appliances to assist those communities. Of note was a fire at Deception Bay and Narangba where MBRC Teams were on the scene quickly and helped keep fire spread to a minimum.

Relief and Recovery

- QFES has replaced 16,000 litres of water at a property in Kurwongbah as part of the Government's water replacement program after Air Operations used the water to assist with the Kurwongbah Fire. (RFS).

5.17 Queensland Health

- Queensland Health have been carrying out mass casualty exercises with Queensland Ambulance Service recently.

5.18 Queensland Police Service

Hazard Identification and Risk Assessment

- LDMG/DDMG Improvement Strategy to align strategic focus of both groups.
- Work with council to develop draft QERMF documents for top 3 risks (Storm, Bushfire, Coastal inundation). Meeting with QFES Risk Unit to review QERMF process and spreadsheet. Risk Unit to develop an action document based around scenarios.

Hazard Mitigation and Risk Reduction

- My Resilient Community Project – Support engagement strategy with identified at risk communities with Council. Mt Mee, Ocean View, Mt Glorious, Toorbul, Beachmere, etc.
- Ongoing review of MOU with MBRC, QFES (Rural), QPWS and QPS re Mt Glorious/Mee EWS.
- Develop aged care forum agenda and conduct forum. (Postponed to Feb 2020 due to fire weather).
- Attend the Bribie Island Expo.
- Further community meeting with Woodford reps to examine resilience for the local area, and volunteer recruitment to assist with evacuation centre management.

Preparedness and Planning

- Exercising – Coastal Inundation discussion exercise examining response to and capacity for a large-scale event impacting multiple areas. The exercise was broken into 4 separate locations with mass evacuation, transport, communications and interoperability.

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- Bribie Island Emergency Services Expo.
- Review District Plan and Sub plans for Narangba and Bribie Isolation.
- QDMA and DDCC training for QPS Sworn and unsworn by EMC John Hannan.
- DIEMS training and exercise.
- Guardian training for QPS with MBRC.
- Review of IT solutions for QPS DDCC operations at Strathpine MBRC.

Response

- QPS and MBRC joint LDCC during peak fire Danger periods.
- Support QPS response to fires in Jimna, Monsildale (Somerset LDMG) and Moreton Island (Brisbane LDMG).
- Monitor fires within Moreton District.
- Dial into QDMC and State briefings to obtain up to date information on weather and fire danger.
- Support operations on the Sunshine Coast during Peregian fires and assist Sunshine Coast XO.

Relief and Recovery

- Moreton Recovery Plan meeting and exercise.
- Review of possible sites for Recovery Hubs with MBRC, Department of Communities.

General

- Attend planning meetings with other government departments for the Asia Pacific Ministerial Conference for Disaster Risk Reduction 2020.
- Welcome new Supt Bill Graham.

Joint monitoring with MBRC during fire season. Continue to do so going forward. Response to support nearby districts - assist with northcoast Perigian and Noosa, Somerset Council area with policing and reporting. Boundaries - Somerset and our policing district and BNE fire district and also with Moreton Fires. Helping each other and working together

A lot of work with exercising and thanked Chris and attendees - beneficial in recovery

Aged Care Forum relocated to Feb - engagement and update from that sector has been significant. A lot of work from QH and Ambulance to improve resilience and being able to respond locally to incidents.

5.19 Queensland Rail

Hazard Mitigation and Risk Reduction

- Regular maintenance program is maintained.

Preparedness and Planning

- Queensland Rail conducts regular training for the teams within the Queensland Rail Emergency Management Framework. This also includes, discussion, desktop and field exercises.

Response

- Have not responded to any significant incidents with the Moreton Bay Regional Council area.

5.20 State Emergency Service

Preparedness and Planning

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- In excess of 80 members have received awareness training in Evacuation Centres to be able to assist if required during fire evacuation.
- The Unit has undertaken preparedness processes to respond to storm operations.

Response

- Members have provided support to RFS during recent fires through transport and logistics.

General

- Arana Hills have taken possession of a new truck replacing the old tired vehicle.
- Deception Bay Group have taken possession of a new vehicle jointly funded by the support group and community grant. This brings their fleet up to three.
- The SES added to the above update that recovery support is being undertaken with 80 members receiving evacuation centre training. A further 35 volunteers will be provided training in the new year.

5.21 Telstra

- Telstra has not been affected by any emergency impacts.

5.22 Unitywater

- With the recent bushfires in Noosa Unitywater was spared any material damage which is a testament to the design process.
- LDMG Sunshine Coast and Noosa were in stand-up mode on a number of occasions. Lessons learned from the event will benefit the Moreton Bay region.
- Communication between the agencies in Noosa was not necessarily the same as experienced in the Moreton Bay region and it is appreciated the centralised communication in this region.

5.23 Volunteer Marine Rescue (Advisor)

- VMR was last week on standby for the Rural Fire Service due to the Moreton Island fires.
- The Expo for 2019 was held recently. Thank you to everyone who contributed to the Expo this year which was one of the best. A special mention to the SES and Council's MBRC Disaster Management and Communications teams who assisted in a number of areas.
- The 2020 Expo will target a younger generation audience as there were many interested children this year. Engaging with children works towards community preparedness. A pre-expo concert will be held at Banksia Beach State School with the Junior Pipes and Drums in attendance.
- A working group with VMR and Vicki Anderson has been initiated and the next meeting will be held on 27 February 2020.
- The 2020 Expo will be held on 20 September 2020, which is one month earlier than this year. This date has been chosen in part for the high water 2.2m tide to assist divers and the on-water events.
- Warren Francis from Burdekin Shire Council has used the experience and knowledge from the Moreton Bay Expo. Burdekin hosted an Expo recently which resulted in 30% of the population attending.
- A video of the 2019 Expo highlights was presented.

RECOMMENDATION:

That the reports be received and noted.

ITEM 4.5 -MORETON BAY LOCAL DISASTER MANAGEMENT GROUP AND MORETON DISTRICT DISASTER MANAGEMENT GROUP - MEETING MINUTES NOVEMBER 2019 - REGIONAL (Cont.)



ADOPTED

6. OTHER BUSINESS

6.1 Update on the QERMF process

- Chris Barnes (MBRC) and Senior Sergeant Gavin Marsh (QPS) provided an update on the status of the implementation of the Queensland Emergency Risk Management Framework by the Moreton Bay LDMG and the Moreton DDMG.
- Chris reported that good progress has been made with three of the highest risk groups placed into the QDRMF framework. The way to approach risk management is to adapt the process to fit in with the diverse region. We will continue to develop the risk management framework to incorporate the recommendations.
- The Risk Hazard Plan contains four key recommendations to take forward and we will go back to the utility providers for feedback on those recommendations to understand how those risks are being covered.
- Gold Coast mapping tools for high wind areas identified areas of risk that the service providers were not previously aware of. This may provide more awareness and can in turn apply risk to those areas.
- MBRC will work with Council's Flood Information Centre and QFES with more effective modelling to provide a detailed scenario of what agencies should be planning for and then we will seek your feedback.
- The key is in order to understand risk we need to share that information.
- Guardian IMS is in place and operating on the live system. Some members of the LDMG have undertaken training on the system. When you have time for training advise Chris and he will attend your work location to facilitate this process.

RECOMMENDATION:

That the other business items be noted.

ADOPTED

7. REFERRAL

7.1 To SDCC/SDCG/QPS DMU

- Nil issues to report

8. FUTURE AGENDA ITEMS

Carry over presentation by QFES on the Bushfire Risk Mitigation Plan for the Moreton Region.

9. NEXT MEETING

The next LDMG/DDMG meeting is scheduled to occur from 9am on Wednesday, 19 February 2020.

RECOMMENDATION:

Moreton Bay Regional Council

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That the next meeting will occur from 9am on Wednesday, 19 February 2020.
ADOPTED

10. CLOSE

There being no further business, the meeting was closed at 2.40pm.

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5 PARKS, RECREATION & SPORT SESSION

(Cr K Winchester)

No items for consideration.

6 LIFESTYLE & AMENITY SESSION

(Cr D Sims)

No items for consideration.

7 ECONOMIC DEVELOPMENT, EVENTS & TOURISM SESSION

(Cr P Flannery)

No items for consideration.

8 REGIONAL INNOVATION SESSION

(Cr D Grimwade)

No items for consideration.

11. GENERAL BUSINESS OR RESPONSE TO QUESTIONS TAKEN ON NOTICE

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

12. CLOSED SESSION

(s275 of the Local Government Regulation 2012)

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

12a. CONFIDENTIAL OFFICERS' REPORTS TO COUNCIL

No items for consideration.

12b. CONFIDENTIAL GENERAL BUSINESS

No items for consideration.



MINUTES

GENERAL MEETING

Tuesday 21 January 2020
commencing at 10.32am

Strathpine Chambers
220 Gympie Road, Strathpine

UNCONFIRMED

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<i>Majority present having declared - vote permitted for purpose of delegating deciding the matter</i>	9

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1. OPENING PRAYER

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

1.1. Welcome to Chief Executive Officer, Greg Chemello

Cr Mike Charlton (Acting Mayor) welcomed Chief Executive Officer, Greg Chemello and thanked him for taking on the role.

1.2. Statement by the Acting Mayor - Summer Fire Disaster

Cr Mike Charlton (Acting Mayor) provided the following statement:

'I struggle to find the words to describe the horrors that we've seen this summer. The fires ravaging our nation are like nothing I've ever seen in my life. As of last week, an estimated 17 million hectares of our country had been razed - that's nearly the same size as France. 6,000 buildings have been destroyed, including approximately 2,700 homes. Twenty-nine people are now confirmed dead and an estimated one billion animals have been killed.

Watching the nightly news has almost become unbearable and I don't think there's anyone in this room who would have been able to tune in over Christmas without a tear in their eye. Watching helplessly from our living rooms as our nation has burned, as families have fled their homes and dived into the ocean just to escape the flames.

Incredibly, the Moreton Bay Region has been left almost entirely unscathed. But that doesn't mean we haven't been part of the fight. 75 brave men and women of our local Rural Fire Service (RFS) from brigades in our region have been deployed to fight an enemy that cannot be reasoned with. These volunteers, fighting an impossible war to keep us all safe, are truly modern day heroes. And they're the most humble of heroes: plumbers, accountants, teachers, cleaners, your neighbours. They're every day Aussies who've picked up their uniform and walked into battle. For us.

We owe the men and women of the RFS an immeasurable gratitude, the likes of which there are no words for. Just when it seemed all hope was lost and hell had descended upon us - in walked our fireys to do battle with flames 20 metres high and kilometres wide. They are all that's saved us from obliteration. And as we look at entering into a recovery phase in the months and years ahead, I think we can all reflect on their bravery as a beacon of hope that things will get better again.

Because when Aussies are in trouble, Aussies will always answer the call to help.'

2. ATTENDANCE & APOLOGIES

Attendance:

Cr Mike Charlton (Acting Mayor) (Chairperson)
Cr Brooke Savige
Cr Peter Flannery
Cr Adam Hain
Cr James Houghton
Cr Koliانا Winchester
Cr Denise Sims
Cr Mick Gillam
Cr Matthew Constance
Cr Darren Grimwade

Officers:

Chief Executive Officer	(Mr Greg Chemello)
Director Engineering, Construction & Maintenance	(Mr Tony Martini)
Director Community & Environmental Services	(Mr Bill Halpin)
Director Finance & Corporate Services	(Ms Donna Gregory)
Director Planning	(Mr David Corkhill)
Director Infrastructure Planning	(Mr Andrew Ryan)
Manager Legal Services	(Mr John Hall)
Manager Development Services	(Mr Dan Staley)
Meeting Support	(Hayley Kenzler)

Apologies:

Cr Julie Greer

Suspended:

Under section 175K (previously section 182A) of the *Local Government Act 2009* Cr Allan Sutherland (Mayor) and Cr Adrian Raedel are currently suspended from office.

3. MEMORIALS OR CONDOLENCES

Cr Denise Sims made special mention of the late **Mr Robin Charters**, who passed away on 7 January 2020 at the age of 79. Mr Charters was a resident of Petrie since 1982, was involved in Petrie Scout Group and served as Volunteer Director of the Pine Rivers Memorial Bowls Club for 14 years; the longest directorship in the club's 70-year history.

Cr Sims offered her sincere condolences to Robin's wife Jean, sons' Andrew, Gregory and Douglas and their extended families.

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

4. A) CONFIRMATION OF MINUTES FROM PREVIOUS GENERAL MEETING

General Meeting - 12 December 2019 (Pages 19/2627 - 19/2721)

RESOLUTION

Moved by Cr Koliانا Winchester

Seconded by Cr Denise Sims

CARRIED 10/0

That the minutes of the General Meeting held 12 December 2019, be confirmed.

5. PRESENTATION OF PETITIONS

(Addressed to the Council and tabled by Councillors)

Cr Denise Sims tabled an e-petition containing 1452 signatures as at today's date, received from Valerie Hamilton on behalf of 'The Community of Petrie and beyond', reading as follows:

"Please help us save the few koalas left in Petrie.

Currently there is an "unofficial" dog offleash area within Sweeney Reserve at Petrie. It is not on Moreton Bay Council's website as a dog offleash site but they turn a blind eye to it and have said they regard it as "unofficial" as it has been this way for 20yrs.

Please note this is a specified koala corridor and has been for... well... how long have koalas been around? There is no fencing around this space and koalas, wallabies, echidnas and much more wildlife roam into this space. Both koalas and wallabies have been attacked and killed by dogs yearly.

Due to it not having a fence, dogs regularly run out of the space and run at people walking the track and there has been numerous dog attacks due to this.

Council has said they will move the space to somewhere else as there is an extremely massive unused area just a hop, leap and jump away which they can fence off properly and dogs have access to the river etc as well. They have also said they will plant this current space up as a wildlife corridor and even have a map showing this onsite. It is one of the VERY FEW spaces to see koalas in Petrie anymore after the development of the university. This is the preferred option but it is not happening!

Council has instead just installed a dog water fountain in the space, removed one of the signs talking about protection of the koalas and implemented dog poo bags but they have also planted another 2000 plants to attract more wildlife into the space... to be attacked by dogs??

Please sign this petition to tell Council you want to see this dog space moved to another more preferable location and much sooner than [sic] later. That you also want to see this area planted as a wildlife corridor to look after our wildlife, especially our koalas after the recent devastation of the fires. Let's protect what we have left!"

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

6. CORRESPONDENCE

There was no correspondence tabled.

7. COMMUNITY COMMENT

In accordance with Council's Policy 2150-062, the Community Comment session was not conducted as this is the first General Meeting of Council for the calendar year.

8. NOTIFIED MOTIONS

There were no notified motions.

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

(s262 of the Local Government Regulation 2012)

There were no notices of motion.

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

(as referred by the Chief Executive Officer)

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

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

Session	Spokesperson
1 Governance	Cr Mike Charlton (Acting Mayor)
2 Planning & Development	Cr Mick Gillam
3 Corporate Services	Cr Matt Constance
4 Asset Construction & Maintenance	Cr Adam Hain
5 Parks, Recreation & Sport	Cr Koliana Winchester
6 Lifestyle & Amenity	Cr Denise Sims
7 Economic Development, Events & Tourism	Cr Peter Flannery
8 Regional Innovation	Cr Darren Grimwade

ATTENDANCE

Mr John Hall attended the meeting at 10.42am for discussion on Item 1.1.

Mr Dan Staley attended at 10.44am during Item 1.1.

ITEM 1.1 - STATEMENT OF LEGAL POSITION

Following the receipt of legal advice that as agenda Item 1.1 is administrative in nature and could not be perceived as having any substantive impact on any donor to the Moreton Futures Trust, no personal interests need be declared by any Councillor in relation to this item.

1 GOVERNANCE SESSION**(Cr M Charlton, Acting Mayor)****ITEM 1.1****DELEGATION - ECONOMIC DEVELOPMENT ACT 2012 - THE MILL AT MORETON BAY PDA - REGIONAL**

Meeting / Session: 1 GOVERNANCE

Reference: A19536390 : 7 January 2020 - Refer Supporting Information A19536404, A19536414 & A19565060

Responsible Officer: MQA, Team Leader Planning (PL Development Services)

Executive Summary

In 2016, the Minister for Economic Development Queensland delegated certain functions and powers in regard to planning and development assessment within The Mill at Moreton Bay Priority Development Area to the Council under the *Economic Development Act 2012* (the ED Act), subject to certain directions.

As a result of amendments to the ED Act that took effect on 9 December 2019, the Minister for Economic Development Queensland has signed a new instrument of delegation and direction (IoDD) in favour of the Council that came into effect when the amendments to the ED Act took effect on 9 December 2019 (refer to supporting information #1). A new IoDD was necessary to reflect the amendments to the ED Act and to ensure current delegations remain in effect. As a result of the new IoDD coming into effect, the previous instrument of delegation to the Council was rescinded, including as a consequence the Council's previous sub-delegation of the powers to Council officers.

Section 169(3) of the ED Act provides that the powers and functions delegated to the Council may be sub-delegated to an appropriately qualified employee of the Council.

This report recommends the functions and powers delegated to the Council in the new IoDD be sub-delegated to the Chief Executive Officer (CEO) and other appropriately qualified employees of the Council.

RESOLUTION

Moved by Cr Mick Gillam

Seconded by Cr Matt Constance

CARRIED 10/0

1. That pursuant to section 169(3) of the *Economic Development Act 2012*, the Council delegates its functions and powers delegated to it by the Minister for Economic Development Queensland pursuant to the instrument of delegation and direction dated 17 October 2019, contained in supporting information #2 to this report, to appropriately qualified employees of the Council in accordance with supporting information #3 attached to this report.
2. That the delegation of functions and powers to appropriately qualified employees of the Council under recommendation 1 be subject to the employees of the Council exercising those functions and powers in accordance with the directions specified in the instrument of delegation and direction dated 17 October 2019.

ITEM 1.1 DELEGATION - ECONOMIC DEVELOPMENT ACT 2012 - THE MILL AT MORETON BAY PDA - REGIONAL - A19536390 (Cont.)

OFFICER'S RECOMMENDATION

1. That pursuant to section 169(3) of the *Economic Development Act 2012*, the Council delegates its functions and powers delegated to it by the Minister for Economic Development Queensland pursuant to the instrument of delegation and direction dated 17 October 2019, contained in supporting information #2 to this report, to appropriately qualified employees of the Council in accordance with supporting information #3 attached to this report.
2. That the delegation of functions and powers to appropriately qualified employees of the Council under recommendation 1 be subject to the employees of the Council exercising those functions and powers in accordance with the directions specified in the instrument of delegation and direction dated 17 October 2019.

REPORT DETAIL

1. Background

On 2 September 2016, the Minister for Economic Development Queensland (the MEDQ) declared The Mill at Moreton Bay a Priority Development Area (PDA). All development and planning activities within the declared PDA boundary have since then been subject to assessment under the *Economic Development Act 2012* (the ED Act) and not under the *Planning Act 2016*.

In making the declaration, the MEDQ had also originally exercised its powers in delegating functions or powers under section 169(1) of the ED Act to the Moreton Bay Regional Council.

On 25 October 2016, the Council then delegated all of its functions and powers to Council officers.

On 9 December 2019, amendments to the ED Act came into effect and required a new instrument of delegation and direction (IoDD) to be given by the MEDQ to the Moreton Bay Regional Council. That new IoDD was made on 17 October 2019 taking effect on and from 9 December 2019 with the effect of rescinding and replacing the previous delegations given. As a consequence, the Council's previous delegation to Council officers made on 25 October 2016 was no longer in effect from 9 December 2019.

At present and since 9 December 2019, all functions under the IoDD would be subject to approval by the full Council. Therefore, like the previous delegations given on 25 October 2016, new delegations are proposed for Council officers to perform the relevant planning and development assessment functions.

Relevantly, there has been some changes to the delegations given to Moreton Bay Regional Council by the MEDQ. Some of the changes reflect the changes made to the ED Act while others reflect the passage of time and are no longer required. The powers include, for example, the power to:

- (a) Negotiate and enter into infrastructure agreements (similar to previous);
- (b) Amend a Development Scheme (was previously the power to prepare a Development Scheme however as one is now in effect and operation, that power is no longer delegated to Council);
- (c) Give exemption certificates (this is a new power);
- (d) Carry out the assessment of an application made to the Council including the issuance of information requests and the like (similar to previous however with some additional directions to the Council on how to exercise the delegation);
- (e) Determine an application (similar to previous);
- (f) Enforce compliance with the Development Scheme and development approvals (this is a new power); and
- (g) Close local controlled roads (similar to previous power).

ITEM 1.1 DELEGATION - ECONOMIC DEVELOPMENT ACT 2012 - THE MILL AT MORETON BAY PDA - REGIONAL - A19536390 (Cont.)

2. Explanation of Item

It is recommended that the powers under the *Economic Development Act 2012* listed in supporting information #2, delegated to the Moreton Bay Regional Council on 17 October 2019 by the MEDQ, be delegated to appropriately qualified employees of the Council, subject to the accompanying directions.

It is relevant to note that in accordance with the IoDD issued by the MEDQ, Council must provide a written report to the MEDQ every 6 months regarding the exercise of, and compliance with, the delegated functions. Under the previous delegations to the Council, this was required to be done, and was done, every 3 months.

3. Strategic Implications

3.1 Legislative / Legal Implications

The Minister for Economic Development Queensland has delegated certain functions and powers under the *Economic Development Act 2012* to the Council. The recommendation detailed in this report will allow those functions and powers to be sub-delegated to appropriately qualified employees of the Council pursuant to section 169(3) of the *Economic Development Act 2012*.

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

Nil identified

3.5 Delegated Authority Implications

Appropriately qualified employees of the Council are listed in supporting information #3 and will have the powers and functions given to the Council by the MEDQ as described in supporting information #3 in accordance with the directions from the MEDQ in in supporting information #2.

These delegations are necessary to allow the efficient and necessary implementation of the statutory obligations of the Council under the ED Act, that includes the day to day management and assessment of development applications in the Mill PDA.

3.6 Financial Implications

Nil identified

3.7 Economic Benefit Implications

Efficiencies in dealing with the obligations placed on Council to assess any development applications lodged with it to realise the vision for the PDA as articulated in the Development Scheme.

3.8 Environmental Implications

Nil identified

3.9 Social Implications

Nil identified

3.10 Consultation / Communication

Consultation has been carried out with relevant Council officers including Legal Services.

ITEM 2.1 - DECLARATION OF INTEREST

Conflict of Interest - Declaration - Cr Mike Charlton (Acting Mayor)

Pursuant to s175E of the *Local Government Act 2009*, Cr Mike Charlton (Acting Mayor) declared a perceived conflict of interest in Item 2.1 as two of the submitters (Greg and Leigh Chippendale) are known by Cr Charlton. Greg Chippendale was a former Councillor/Deputy Mayor of Moreton Bay Regional Council and was therefore a peer of Cr Charlton. Cr Charlton has attended the home of Greg and Leigh Chippendale and has been provided hospitality.

However, Cr Mike Charlton (Acting Mayor) has considered his position and is firmly of the opinion that he could participate in the debate and resolution on the matter in the public interest.

Conflict of Interest - Declaration - Cr Peter Flannery

Pursuant to s175E of the *Local Government Act 2009*, Cr Peter Flannery declared a perceived conflict of interest in Item 2.1 as two of the submitters (Greg and Leigh Chippendale) are known by Cr Flannery. Greg Chippendale was a Councillor/Deputy Mayor of the former Caboolture Shire Council, and former Councillor/Deputy Mayor of Moreton Bay Regional Council and was therefore a peer of Cr Flannery. Cr Flannery has attended the home of Greg and Leigh Chippendale and has been provided hospitality.

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

Conflict of Interest - Declaration - Cr Adam Hain

Pursuant to s175E of the *Local Government Act 2009*, Cr Adam Hain declared a real conflict of interest in Item 2.1 as a submitter, Greg Chippendale is a friend of Cr Hain, and provided in-kind support during Cr Hain's 2016 electoral campaign.

Cr Adam Hain retired from the meeting at 10.47am.

Conflict of Interest - Declaration - Cr James Houghton

Pursuant to s175E of the *Local Government Act 2009*, Cr James Houghton declared a perceived conflict of interest in Item 2.1 as a submitter, Greg Chippendale was a former Councillor/Deputy Mayor of Moreton Bay Regional Council and was therefore a peer of Cr Houghton. Cr Houghton has attended the home of Greg and Leigh Chippendale and has been provided hospitality.

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

Conflict of Interest - Declaration - Cr Koliana Winchester

Pursuant to s175E of the *Local Government Act 2009*, Cr Koliana Winchester declared a perceived conflict of interest in Item 2.1 as a submitter, Greg Chippendale was a former Councillor/Deputy Mayor of Moreton Bay Regional Council and was therefore a peer of Cr Winchester.

However, Cr Koliana Winchester has considered her position and is firmly of the opinion that she could participate in the debate and resolution on the matter in the public interest.

Conflict of Interest - Declaration - Cr Mick Gillam

Pursuant to s175E of the *Local Government Act 2009*, Cr Mick Gillam declared a perceived conflict of interest in Item 2.1 as two of the submitters (Greg and Leigh Chippendale) are known by Cr Gillam. Greg Chippendale was a former Councillor/Deputy Mayor of Moreton Bay Regional Council and was therefore a peer of Cr Gillam. Cr Gillam has attended the home of Greg and Leigh Chippendale and has been provided hospitality.

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

Majority present having declared - vote permitted for purpose of delegating deciding the matter

As a majority of the councillors at the meeting of Council have informed the meeting about personal interests in Item 2.1 under section 175E(2) of the Act, section 175E(7)(a) of the Act is enlivened permitting all Councillors (including those declaring a conflict of interest) to vote for the purpose of delegating deciding the matter.

Cr Adam Hain having declared an interest in the matter and retired from the meeting, returned to the meeting at 10.54am.

All Councillors remained in the meeting as permitted under section 175E(7)(a) of the Act to delegate the following matter.

2 PLANNING & DEVELOPMENT SESSION

(Cr M Gillam)

ITEM 2.1

DA/37893/2017/V2M - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (12 UNITS) 233 WELSBY PARADE BONGAREE - DIVISION 1

APPLICANT: Djakala Investments Pty Ltd C/-DTS Group QLD Pty Ltd

OWNER: Djakala Investments Pty Ltd

Meeting / Session: 2 PLANNING & DEVELOPMENT
Reference: A18538028 : 10 May 2019 – Refer Supporting Information A19533633, A19421930 & A19537058
Responsible Officer: RC, Principal Planner (Development Services)

Executive Summary

This report has been provided to Council as the matter is inconsistent with the Instrument of Delegation under the *Local Government Act 2012* and therefore Council is the authorised entity to decide the development application.

APPLICATION DETAILS	
Applicant:	Djakala Investments Pty Ltd C/-DTS Group QLD Pty Ltd
Lodgement Date:	8 February 2019
Properly Made Date:	12 February 2019
Confirmation Notice Date:	21 February 2019
Information Request Date:	Not applicable
Info Response Received Date:	Not applicable
Public Notification Dates:	Started: 14 March 2019 Finished: 13 May 2019
No. of Submissions:	Properly Made: Thirty-Three (33) Petition: Twelve (12) Not Properly Made: Two (2)
Decision Due Date:	22 January 2020
Prelodgement Meeting Held:	Yes: PRE/4478

PROPERTY DETAILS	
Division:	Division 1
Property Address:	233 Welsby Parade Bongaree
RP Description	Lot 25 and Lot 26 RP62926
Land Area:	Total: 1,204m ² Lot 25 RP62929: 607.00m ² Lot 26 RP62929: 597.00m ²
Property Owner	Djakala Investments Pty Ltd

STATUTORY DETAILS	
Planning Legislation:	<i>Planning Act 2016</i>
Planning Scheme:	MBRC Planning Scheme
Planning Locality / Zone	General residential - Next generation neighbourhood precinct - Suburban neighbourhood Place type
Level of Assessment:	Impact Consistent

ITEM 2.1 DA/37893/2017/V2M - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (12 UNITS) 233 WELSBY PARADE BONGAREE - DIVISION 1 - A18538028 (Cont.)

This application seeks a Material Change of Use - Development Permit for a Multiple Dwelling (12 Units) at 233 Welsby Parade, Bongaree, on land described as Lot 25 and Lot 26 RP62929. It is proposed to construct a residential building over four (4) storeys, with carparking for 24 vehicle spaces provided under the building at ground level. The proposal includes eight (8) two-bedroom units and four (4) three-bedroom units having a maximum building height of 15.757 metres and a site density of 99.67 Dwellings per hectare.

The site is included within the General Residential zone - Next Generation Neighbourhood Precinct and within the Suburban Neighbourhood Place type under the Strategic Framework of the Moreton Bay Regional Council Planning Scheme (MBRC Planning Scheme). Further the site is mapped as being located within the Medium risk flood hazard area and Medium risk storm tide inundation and Balance coastal planning area.

The design of the proposed building is elevated to allow for the habitable rooms of the proposed building to meet the defined planning flood level. While most of the building complies with the maximum height limit of 15 metres, a small portion of the roof structure and the lift over run area exceed the maximum height provision. Under the maximum height definition of the MBRC Planning Scheme the lift over run area (which includes service plant and equipment required to run the building) is excluded however the 0.757 roof encroachment is included and results in the building being over height by 0.757m.



The 0.757 roof encroachment is resultant from the addition of a slight pitch to the roof form in the centre of the building which assists to add a defined top to the building. The additional height when viewed externally to the site is negligible and will not result in amenity impacts (i.e. scale, bulk and overshadowing) to adjoining properties. Having regard to the broader locality/wider context, the slight increase in height will not interrupt significant view corridors given it relates to a small part of the roof.

The proposed development also exceeds the site density provisions for the General Residential zone - Next Generation Neighbourhood Precinct providing a site density of 99.67 Dwellings per hectare instead of Site density of 15 - 75 Dwelling per hectare. This is due in part to the small size of the lot being 1,204m² and represents the difference of approximately three (3) additional units (9 unit development verses 12 units) without effecting the built form.

The application was publicly advertised with thirty-three (33) properly made submissions, twelve (12) properly made petitions and two (2) not properly made submissions received. The proposed development does not comply with provisions of the MBRC Planning Scheme specifically relating to relating to Building height and Site density. An assessment against the provisions of the MBRC Planning Scheme has been completed in detail and as a result the areas of non-compliance are not sufficient to warrant refusal of the application. In addition, there are other relevant matters identified to warrant support of the proposal. Accordingly, the application is recommended to be approved, subject to conditions.

ITEM 2.1 DA/37893/2017/V2M - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (12 UNITS) 233 WELSBY PARADE BONGAREE - DIVISION 1 - A18538028 (Cont.)

RESOLUTION

Moved by Cr Brooke Savige

Seconded by Cr Peter Flannery

CARRIED 10/0

That in accordance with section 175E(6) of the *Local Government Act 2009* (the Act), as a majority of the councillors at the meeting of Council have informed the meeting about personal interests in Item 2.1 under section 175E(2) of the Act, Council delegates its powers under section 257 of the Act to the Delegated Decisions Committee to decide the matter.

ATTENDANCE

Mr John Hall and Mr Dan Staley left the meeting at 10.55am after Item 2.1.

Mr Denis Crowe attended the meeting at 10.55am for discussion on Item's 3.1 and 3.2.

3 CORPORATE SERVICES SESSION

(Cr M Constance)

ITEM 3.1

MONTHLY REPORTING PACKAGE - NOVEMBER 2019 - REGIONAL

Meeting / Session: 3 CORPORATE SERVICES
Reference: A19459371 : 11 December 2019 - **Refer Supporting Information A19459335**
Responsible Officer: AD, Management Accountant (FCS Accounting Services)

Executive Summary

The purpose of this report is to present the Financial Reporting Package for the year to date period ending 30 November 2019.

RESOLUTION

Moved by Cr Denise Sims

Seconded by Cr Brooke Savage

CARRIED 10/0

That the Financial Reporting Package for the year to date period ending 30 November 2019 be received.

ITEM 3.1 MONTHLY REPORTING PACKAGE - NOVEMBER 2019 - REGIONAL - A19459371 (Cont.)

OFFICER'S RECOMMENDATION

That the Financial Reporting Package for the year to date period ending 30 November 2019 be received.

REPORT DETAIL

1. Background

The Financial Reporting Package for the month ending 30 November 2019 is contained within the supporting information to this report.

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

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

2. Explanation of Item

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

3. Strategic Implications

3.1 Legislative / Legal Implications

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

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

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

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

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. Risks are documented and evaluated as part of the operational plan preparation in conjunction with the annual budget cycle and are monitored throughout the year.

ITEM 3.1 MONTHLY REPORTING PACKAGE - NOVEMBER 2019 - REGIONAL - A19459371 (Cont.)

3.5 Delegated Authority Implications Nil identified

3.6 Financial Implications

As at the end of November 2019, Council's operating result is \$72.78 million and the capital expenditure incurred amounted to \$62.84 million (excluding the University Project).

3.7 Economic Benefit Implications Nil identified

3.8 Environmental Implications Nil identified

3.9 Social Implications Nil identified

3.10 Consultation / Communication

Director Finance and Corporate Services and Acting Accounting Services Manager

ITEM 3.2
MONTHLY REPORTING PACKAGE - DECEMBER 2019 - REGIONAL

Meeting / Session: 3 CORPORATE SERVICES
Reference: A19559834 : 14 January 2020 - Refer Supporting Information A19559857
Responsible Officer: AD, Management Accountant (FCS Accounting Services)

Executive Summary

The purpose of this report is to present the Financial Reporting Package for the year to date period ending 31 December 2019.

RESOLUTION

Moved by Cr Mick Gillam

Seconded by Cr Koliana Winchester

CARRIED 10/0

That the Financial Reporting Package for the year to date period ending 31 December 2019 be received.

ITEM 3.2 MONTHLY REPORTING PACKAGE - DECEMBER 2019 - REGIONAL - A19559834 (Cont.)

OFFICER'S RECOMMENDATION

That the Financial Reporting Package for the year to date period ending 31 December 2019 be received.

REPORT DETAIL

1. Background

The Financial Reporting Package for the month ending 31 December 2019 is contained within the supporting information to this report.

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

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

2. Explanation of Item

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

3. Strategic Implications

3.1 Legislative / Legal Implications

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

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

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

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

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. Risks are documented and evaluated as part of the operational plan preparation in conjunction with the annual budget cycle and are monitored throughout the year.

ITEM 3.2 MONTHLY REPORTING PACKAGE - DECEMBER 2019 - REGIONAL - A19559834 (Cont.)

3.5 Delegated Authority Implications Nil identified

3.6 Financial Implications

As at the end of December 2019, Council's operating result is \$56.95 million and the capital expenditure incurred amounted to \$78.25 million (excluding the University Project).

3.7 Economic Benefit Implications Nil identified

3.8 Environmental Implications Nil identified

3.9 Social Implications Nil identified

3.10 Consultation / Communication

Director Finance and Corporate Services and Accounting Services Manager

ATTENDANCE

Mr Denis Crowe left the meeting at 10.58am after Item 3.2.

4 ASSET CONSTRUCTION & MAINTENANCE SESSION**(Cr A Hain)****ITEM 4.1****MBRC - BUS STOP DISABILITY DISCRIMINATION ACT (DDA) COMPLIANCE PROGRAM - REGIONAL**

Meeting / Session: 4 ASSET CONSTRUCTION & MAINTENANCE
Reference: A19466856 : 20 December 2019 - Refer **Supporting Information A19510415 and Confidential Supporting Information A19307928**
Responsible Officer: BB, Manager Project Management (ECM Project Management)

Executive Summary

Tenders were invited for the 'MBRC - Bus Stop DDA Compliance Program (MBRC008453/VP159980)' project. The tender closed on 22 November 2019, with a total of six tenders received, all of which were conforming.

It is recommended that the tender for the 'MBRC - Bus Stop DDA Compliance Program (MBRC008453/VP159980)' project be awarded to Conbro Pty Ltd T/A Moreton Bay Civil Contractors for the total sum of \$279,062.50 (excl. GST), as this offer represents the best overall value to Council.

RESOLUTION**Moved by Cr Denise Sims****Seconded by Cr Peter Flannery****CARRIED 10/0**

1. That the tender for 'MBRC - Bus Stop DDA Compliance Program (MBRC008453/VP159980)' project be awarded to Conbro Pty Ltd T/A Moreton Bay Civil Contractors for the total sum of \$279,062.50 (excluding GST).
2. That the Council enters into an agreement with Conbro Pty Ltd T/A Moreton Bay Civil Contractors 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 Conbro Pty Ltd T/A Moreton Bay Civil Contractors for 'MBRC - Bus Stop DDA Compliance Program (MBRC008453/VP159980)' project and any required variations of the agreement on Council's behalf.

ITEM 4.1 MBRC - BUS STOP DISABILITY DISCRIMINATION ACT (DDA) COMPLIANCE PROGRAM - REGIONAL - (Cont.)

OFFICER'S RECOMMENDATION

1. That the tender for 'MBRC - Bus Stop DDA Compliance Program (MBRC008453/VP159980)' project be awarded to Conbro Pty Ltd T/A Moreton Bay Civil Contractors for the total sum of \$279,062.50 (excluding GST).
2. That the Council enters into an agreement with Conbro Pty Ltd T/A Moreton Bay Civil Contractors 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 Conbro Pty Ltd T/A Moreton Bay Civil Contractors for 'MBRC - Bus Stop DDA Compliance Program (MBRC008453/VP159980)' project and any required variations of the agreement on Council's behalf.

REPORT DETAIL

1. Background

The project is located regionally across the Moreton Bay Regional Council's existing bus stop facilities. The scope of works includes the upgrade of 14 bus stops that will meet compliance with the Disability Discrimination Act (DDA). Refer supporting information #1 for the location of each bus stop, by division.

Works will commence in February 2020 and take 14 weeks to complete, weather permitting.

2. Explanation of Item

Tenders for the 'MBRC - Bus Stop DDA Compliance Program (MBRC008453/VP159980)' project closed on 22 November 2019 with a total of six tenders received, all of which were conforming. The tenders were assessed by the assessment panel in accordance with Council's Purchasing Policy and the selection criteria 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	Conbro Pty Ltd T/A Moreton Bay Civil Contractors	98.60
2	THD Civil Pty Ltd	98.15
3	AllenCon Pty Ltd	91.65
4	Queensland Civil Group Pty Ltd	85.91
5	Auzcon Pty Ltd	83.93
6	Ryan Civil Contracting Pty Ltd	45.37

Conbro Pty Ltd T/A Moreton Bay Civil Contractors (Conbro) submitted a comprehensive and well-presented tender. A tender clarification meeting was held on 10 December 2019 at which Conbro demonstrated their relevant experience, construction methodology, environmental considerations, safety track record and subcontractors. Conbro have previously completed similar projects including the 17/18 - MBRC - Bus Shelter New Infrastructure Program (\$211,061.40), 16/17 MBRC - Public Transport Bus Shelter Installations (\$191,000) and previously the 17/18 MBRC - Truck Turnarounds - Local Access Improvements (\$150,000).

THD Civil Pty Ltd submitted a comprehensive and well-presented tender; however, there were no additional benefits for the higher price.

ITEM 4.1 MBRC - BUS STOP DISABILITY DISCRIMINATION ACT (DDA) COMPLIANCE PROGRAM - REGIONAL - (Cont.)

AllenCon Pty Ltd submitted a comprehensive and well-presented tender; however, there were no additional benefits for the higher price.

3. Strategic Implications

3.1 Legislative / Legal Implications

Council called a select tender for the work through Council's Prequalified Civil Construction Panel (MBRC008453), in accordance with the *Local Government Act 2009*.

There is a federal legislative requirement for local governments to bring current bus stops up to the required Disability Discrimination Act requirement which is the basis for this ongoing project.

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

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

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

3.4 Risk Management Implications

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

Financial Risks:

The tenderers were sourced from Council's Prequalified Civil Construction Panel (MBRC008453).

Construction Risks:

- a. The recommended tenderer will provide a detailed program of works, site specific traffic management plan, Translink and DTMR approvals and notifications, site specific environmental management plan, tree management and protection plans and safety plans including work method statements for the project management team to consider and audit.
- b. The recommended tenderer has demonstrated their understanding of the project and the need to manage the impact of the works on pedestrians and vehicles in accordance with the tender conditions. In addition, temporary bus stops will be placed adjacent to the work site in accordance with Translink's requirements. The contractor will be required to provide a minimum 21 days' notice regarding each site to Translink via their online portal. Residents/businesses who will be directly affected by the works will be advised two weeks prior to works commencing, utilising Council's project notice and project signage.
- c. There are no Development Approvals related to this project.
- d. There are no procurement risks associated with this project. Sufficient lead time has been allowed with regard to items and materials.

3.5 Delegated Authority Implications Nil identified

ITEM 4.1 MBRC - BUS STOP DISABILITY DISCRIMINATION ACT (DDA) COMPLIANCE PROGRAM - REGIONAL - (Cont.)

3.6 Financial Implications

Council has allocated a total of \$390,000 (excl. GST) in the 2019/20 FY Capital Projects Program for the design and construction activities for this project. External revenue of \$195,000 from Translink has also been provided to this project. All financial information below is excluding GST.

Tender Price (Construction)	\$ 279,062.50
Contingency (10%)	\$ 27,906.25
QLeave (0.475%)	\$ 1,326.00

Total Project Cost	\$ 308,294.75
	=====
Estimated ongoing operational/maintenance costs	\$12,000 per F/Y.

The budget amount for this project is sufficient.

3.7 Economic Benefit Implications

The expected outcome is to increase DDA compliant bus stops across the Moreton Bay Region.

3.8 Environmental Implications

The tender assessment included a review of the recommended tenderer's environmental policy and procedures concerning environmental protection. The recommended tenderer has appropriate environmental policies and procedures in place to undertake the works and has demonstrated knowledge in managing the approved environmental conditions during the construction period.

3.9 Social Implications

The project is to improve access for all bus users at the nominated bus stops.

3.10 Consultation / Communication

A detailed communications plan has been prepared. Project stakeholders and residents who will be directly affected by the works will be advised two weeks prior to works commencing, utilising Council's project notice and project signage. Consultation has been undertaken by Integrated Transport Planning and Design (ITPD) with residents/businesses affected including Translink and the Department of Transport and Main Roads. The Divisional Councillors have been consulted and are supportive of this project.

ITEM 4.2

REDCLIFFE - REDCLIFFE JETTY - FINGER AND PONTOON ACCESS IMPROVEMENTS - DIVISION 6

Meeting / Session: 4 ASSET CONSTRUCTION & MAINTENANCE
Reference: A19508404 : 13 January 2019 - Refer **Confidential** Supporting Information A19336750
Responsible Officer: BB, Manager Project Management (ECM Project Management)

Executive Summary

Tenders were called for the 'Redcliffe - Redcliffe Jetty - Finger and Pontoon Access Improvements (MBRC009148)' project. The tender closed on 5 November 2019, with a total of five conforming tenders received.

It is recommended that the tender for the 'Redcliffe - Redcliffe Jetty - Finger and Pontoon Access Improvements (MBRC009148)' project be awarded to SMC Marine Pty Ltd for the total sum of \$234,000 (excl. GST) as this offer represents the best overall value to Council.

RESOLUTION

Moved by Cr Koliana Winchester

Seconded by Cr James Houghton

CARRIED 10/0

1. That the tender for 'Redcliffe - Redcliffe Jetty - Finger and Pontoon Access Improvements (MBRC009148)' be awarded to SMC Marine Pty Ltd for the amount of \$234,000 (excluding GST).
2. That the Council enters into an agreement with SMC Marine 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 SMC Marine Pty Ltd for 'Redcliffe - Redcliffe Jetty - Finger and Pontoon Access Improvements (MBRC009148)' and any required variations of the agreement on Council's behalf.
4. That to allow the project to continue, Council commits an additional \$150,000 in funding in the Quarter Two 2019/20 FY Capital Projects Program budget review towards the Redcliffe - Redcliffe Jetty - Finger and Pontoon Access Improvements (MBRC009148) project.

ITEM 4.2 REDCLIFFE - REDCLIFFE JETTY - FINGER AND PONTOON ACCESS IMPROVEMENTS - DIVISION 6 - A19508404 (Cont.)

OFFICER'S RECOMMENDATION

1. That the tender for 'Redcliffe - Redcliffe Jetty - Finger and Pontoon Access Improvements (MBRC009148)' be awarded to SMC Marine Pty Ltd for the amount of \$234,000 (excluding GST).
2. That the Council enters into an agreement with SMC Marine 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 SMC Marine Pty Ltd for 'Redcliffe - Redcliffe Jetty - Finger and Pontoon Access Improvements (MBRC009148)' and any required variations of the agreement on Council's behalf.
4. That to allow the project to continue, Council commits an additional \$150,000 in funding in the Quarter Two 2019/20 FY Capital Projects Program budget review towards the Redcliffe - Redcliffe Jetty - Finger and Pontoon Access Improvements (MBRC009148) project.

REPORT DETAIL

1. Background

The Redcliffe Jetty Finger and Pontoon Access improvements are required to the two existing inner public pontoons to allow vessels of different sizes and freeboards to berth at these pontoons.

The pontoon on the southern finger (northern side) and the pontoon on the northern finger (southern side) are to both have two additional berthing piles installed, with the northern finger's existing platform raised to increase the berthing height of the pontoon.

This contract was originally awarded to another contractor who was unable to complete the works within the given timeframes and the contract was subsequently cancelled by Council.

The recommended tenderer has provided a construction duration of eight weeks including wet weather. Off-site (pontoon) manufacturing works will commence upon contract award and are expected to take six weeks. On-site works are expected to commence after Easter (mid-late April 2020) following the pontoon manufacturing and be completed within two weeks, weather permitting.

These works will not affect any jetty activity during the whale watching season, which commences in June 2020. The jetty itself will remain open during the on-site works. To complete the works, there will be a partial closure of the fingers and pontoon whilst the on-site installation of the additional fender piles/pontoon are constructed.



Figure 1: Redcliffe Jetty Finger and Pontoon works location

ITEM 4.2 REDCLIFFE - REDCLIFFE JETTY - FINGER AND PONTOON ACCESS IMPROVEMENTS - DIVISION 6 - A19508404 (Cont.)

2. Explanation of Item

Tenders for the 'Redcliffe - Redcliffe Jetty - Finger and Pontoon Access Improvements (MBRC009148)' project closed on 5 November 2019 with a total of five conforming tenders received. The tenders were assessed by the assessment panel in accordance with Council's Purchasing Policy and the selection criteria set out in the tender documents.

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

RANK	TENDERER	EVALUATION SCORE
1	SMC Marine Pty Ltd	100.00
2	Marine Civil Contractors Pty Ltd	97.96
3	Atoll Logistics Pty Ltd	85.43
4	CES Civil SEQ Pty Ltd	78.03
5	The Marina Specialist (trading as The Jetty Specialist)	77.11

SMC Marine Pty Ltd (SMC) submitted a comprehensive and well-presented tender. A tender clarification meeting was held on 13 January 2020, at which SMC demonstrated their relevant experience, construction methodology, understanding of the project and capability to deliver this project. SMC have previously completed similar projects including Grasstree Beach Boat Ramp Upgrade (\$830K) and River Heads Boat Ramp Upgrade (\$2M) for the Department of Transport and Main Roads and the Urangan Harbour Boat Ramp Works (\$590K) for North Queensland Bulk Ports. The evaluation panel considered this submission to be the best value for money for Council.

Marine Civil Contractors Pty Ltd submitted a comprehensive and well-presented tender; however, there were no additional benefits for the higher price.

Atoll Logistics Pty Ltd submitted a comprehensive and well-presented tender; however, there were no additional benefits for the higher price.

3. Strategic Implications

3.1 Legislative / Legal Implications

Due to value of work being greater than \$200,000, Council called a public tender for the work through the LG Tender system in accordance with the *Local Government Act 2009*. The contract for additional works to the pontoons and piles, which was awarded in January 2019, was cancelled following legal advice and the issuing of two show cause notices, when the contractor was unable to comply with the delivery of the works as specified in the contract.

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.

ITEM 4.2 REDCLIFFE - REDCLIFFE JETTY - FINGER AND PONTOON ACCESS IMPROVEMENTS - DIVISION 6 - A19508404 (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 is minimised is detailed below.

Financial Risks:

A third-party review of financial status has been undertaken on the recommended tenderer and the company has received a rating of 'very strong'.

Construction Risks:

- a. The recommended contractor will provide a detailed program of works, site specific Traffic Management Plan including Maritime Safety Queensland approvals and notifications, site specific Environmental Management Plan and safety plans including Work Method Statements, all of which will be reviewed and audited by the Project Management team.
- b. The proposed works will be undertaken in accordance with the current Marine Parks Permit to ensure compliance with the approval conditions.
- c. The contractor will provide a Construction Plan and associated program of works that will ensure all works will be conducted in an appropriate manner and adhere to requirements of works within a marine park environment. Works will be coordinated prior to the whale watching season with alternative berthing arrangements to be implemented when necessary.
- d. A site-specific Environmental Management Plan will be developed and submitted as a requirement of the Marine Parks Permit, for approval prior to commencing work on site. This plan will be monitored throughout the construction phase to ensure compliance with permit requirements.
- e. There are no development approvals applicable to this project.
- f. There are no procurement risks associated with this project. Sufficient lead time has been allowed with regard to items and materials.

3.5 Delegated Authority Implications Nil identified

3.6 Financial Implications

Reprovided capital funds of \$116,637.00 have been set aside for this project. All financials are excluding GST.

Funds reprovisioned into 19-20	\$116,637.00
Internal charges 19-20	\$ 6,247.00
Total 19-20 FY funds available	\$110,390.00
Tender Price (Construction)	\$234,000.00
Contingency (10%)	\$ 23,400.00
QLeave (0.475%)	\$ 1,111.50

Total Project Cost	\$258,511.50
	=====

Estimated ongoing operational/maintenance costs (including inspections) are \$2,500 per F/Y.

The budget amount for this project is insufficient. Additional funds will be required from the 2019-2020 FY Capital Projects Program of \$150,000.

ITEM 4.2 REDCLIFFE - REDCLIFFE JETTY - FINGER AND PONTOON ACCESS IMPROVEMENTS - DIVISION 6 - A19508404 (Cont.)

3.7 Economic Benefit Implications

The project once completed will provide for a greater range of boats to use the facility and potentially develop new boating based commercial opportunities for the local economy.

3.8 Environmental Implications

The project is located within the Moreton Bay Marine Park. A site-specific Environmental Management Plan will be required to be submitted to Council and the Department of National Parks Recreation, Sport and Racing (Marine Parks Permit) for approval prior to works commencing on site. This plan will be monitored throughout the construction phase to ensure compliance.

3.9 Social Implications

The project once completed will provide accessibility for a range of boats to use the Redcliffe Jetty.

3.10 Consultation / Communication

Consultation has been undertaken with Brisbane Whale Watching regarding the timing of the works. In addition, notification will be provided to marine vessel operators who have mooring permits at the Redcliffe Jetty. Project Notices and signage will also be issued well in advance, to advise the general public of the partial closure of the jetty fingers/pontoons. The jetty to the half-way house will remain open during construction. The Divisional Councillor has been consulted regarding this project and is supportive of the project and its outcomes.

5 PARKS, RECREATION & SPORT SESSION

(Cr K Winchester)

ITEM 5.1

NEWPORT PARK PROPOSED DOG OFF-LEASH AREA - DIVISION 5

Meeting / Session: 5 PARKS, RECREATION & SPORT
Reference: A19442616 : 6 December 2019
Responsible Officer: BS, Technical Officer (IP Parks & Recreation Planning)

Executive Summary

The purpose of this report is to seek Council support for the installation of a fenced dog off-leash area (DOLA) in Newport Park, Scarborough.

The developer of the Isles of Newport development, Stockland, has prepared designs and offered to construct the facility at no cost to the community. Council sought feedback from residents living near Newport Park, with a petition and several objections being received.

This matter was discussed at a workshop held on 3 December 2019 where Council provided feedback regarding the installation.

RESOLUTION

Moved by Cr James Houghton

Seconded by Cr Matt Constance

CARRIED 10/0

That a fenced dog off-leash area within Newport Park, to be installed and funded by Stockland, be approved as shown in Figure 2 of this report.

ITEM 5.1 NEWPORT PARK PROPOSED DOG OFF-LEASH AREA - DIVISION 5 - A19442616 (Cont.)

OFFICER'S RECOMMENDATION

That a fenced dog off-leash area within Newport Park, to be installed and funded by Stockland, be approved as shown in Figure 2 of this report.

REPORT DETAIL

1. Background

Council has received an offer from the Isles of Newport developer, Stockland, via the Division 5 Councillor to install a fenced DOLA within Newport Park at no cost to Council. Council officers investigated the proposal finding it to be an acceptable outcome when assessed against Council's Desired Standards of Service for this park type and location.

The matter was discussed at a Council workshop on 3 December 2019 where Council provided feedback regarding the installation of a fenced DOLA and dog agility equipment within Newport Park, noting it would be fully funded by the developer.

2. Explanation of Item

Newport Park is an established District Park, located between the established Newport community and the emerging Isles of Newport development at Scarborough (refer Figure 1).



Figure 1 Locality Plan

The park contains a range of recreation infrastructure and the inclusion of a DOLA is consistent with Council's Desired Standards of Service for a District Park. There is strong demand on the Redcliffe Peninsula for additional DOLA's and Council officers have had difficulty finding suitable locations for such infrastructure due primarily to the small size of suggested parks.

Newport Park is approximately 4.3Ha in area and the proposed site for the DOLA enables appropriate separation from other park uses as well as adjacent residences. There are no parks large enough to support such a facility within the Isles of Newport development or the wider Scarborough area. The proposal enables improved utilisation of an underdeveloped existing District level facility and on this basis, it is supported by Council officers.

ITEM 5.1 NEWPORT PARK PROPOSED DOG OFF-LEASH AREA - DIVISION 5 - A19442616 (Cont.)

Section 10(1) of MBRC Local Law No. 2 (Animal Management) 2011 contains the following requirement.

10 Dog off-leash areas

- (1) The local government may, by resolution, designate an area within a public place as an area where a dog is not required to be on a leash (a **dog off-leash area**).
- (2) The local government must take reasonable steps to provide notice to members of the public regarding the designation of an area as a dog off-leash area.
- (3) In this section— **reasonable steps** include, as a minimum, the display of a notice at a prominent place within the dog off-leash area indicating the extent of the area.
- (4) The local government must keep a record available for public inspection identifying areas that are designated dog off-leash areas.

MBRC has the right to designate an area within a public place as an area where dogs are not required to be on a leash. This makes dog off-leash area's a legitimate use on public lands.

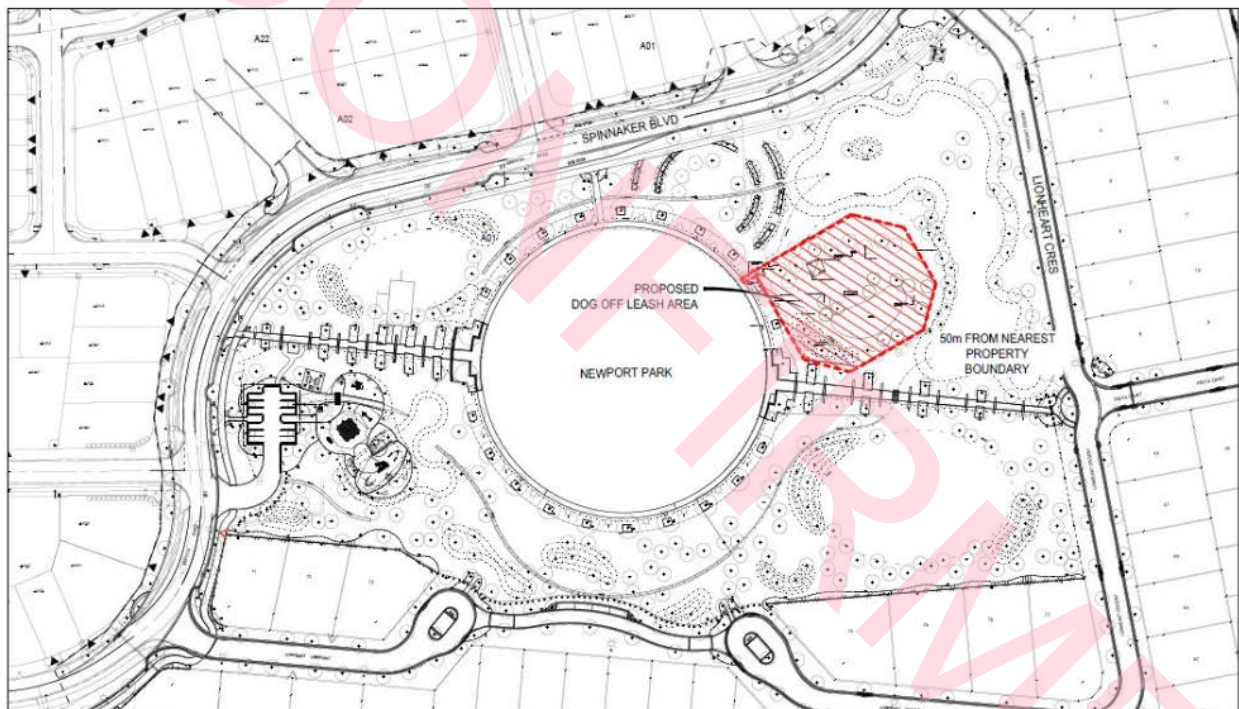


Figure 2 Proposed dog off-leash area within Newport Park, Newport

It is noted that some resident concerns were raised regarding the proposed facility including:

- Proximity to nearby homes
- Noise (barking dogs)
- Perceived increased traffic and parking of vehicles leading to inconvenience to residents
- Lack of consultation with residents
- 37 signatures from objectors were received from approximately 30 households

Council officers have considered the potential impacts raised by nearby residents and are satisfied that the facility is appropriately located for the following reasons:

- The proposed facility is approximately 2500sqm in area (roughly 50 x 50m) which compares favourably with Councils preferred facility size for this park type. It will occupy an under-utilised area within the park.

ITEM 5.1 NEWPORT PARK PROPOSED DOG OFF-LEASH AREA - DIVISION 5 - A19442616 (Cont.)

- The facility is to be located more than the minimum 40 metre offset requirement from the closest adjacent residences as outlined in Council's draft DOLA guidelines.
- Facility users are anticipated to primarily be local residents who are likely to walk to the facility rather than drive. There is also formal parking within the park should patrons choose to drive.
- Adjacent streets can support on street parking noting that it is a low speed design environment and that residents and their visitors may also choose to park on street from time to time.
- The Division 5 Councillor advised residents in the local area of the proposal in his regular newsletter and 2 further letters were distributed to the immediate surrounds of the park initially advising residents of the proposal and subsequently seeking their comments.
- There are approximately 70 residences with frontage to the park however the service catchment for the facility of 1.5km meets the needs of many hundreds of properties. For a district level park facilities Council officers have observed over time that not all adjacent residents will be in favour of all park facilities. However due to the large service catchment, the level of objection is not considered enough to prevent the proposed installation. The initiative is supported by the Division 5 Councillor due to persistent demand for such a facility by the wider community within this catchment.

3. Strategic Implications

3.1 Legislative / Legal Implications

This proposal is in accordance with Moreton Bay Regional Council – Local Law No. 2 (Animal Management) 2011.

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

Nil identified

3.4 Risk Management Implications

By gaining formal Council approval for the selected site, it will ensure that Council can effectively manage dog behaviour in accordance with Council's Local Law No 2.

3.5 Delegated Authority Implications

That the Director ECM is authorised to liaise with the developer of the Isles of Newport development, Stockland, to permit the installation of a fenced DOLA within Newport Park, Newport.

3.6 Financial Implications

Nil identified

3.7 Economic Benefit Implications

There is significant benefit to the community as the developer Stockland has agreed to fully fund the installation.

3.8 Environmental Implications

Nil identified

3.9 Social Implications

Dog off-leash areas provide excellent gathering places where residents can meet while exercising and socialising their dogs.

3.10 Consultation / Communication

This matter was workshopped with Council on 3 December 2019.

The Division 5 Councillor provided newsletter advice and 2 mail outs were also undertaken for residents living in the general area where the proposed details of the dog off-leash area were provided. While a number of objections were received, the park is of an appropriate scale to accommodate the installation noting the Division 5 Councillor has received numerous requests for such a facility in the Scarborough area.

ITEM 5.2 - DECLARATION OF INTEREST

Conflict of Interest - Declaration - Cr Mick Gillam

Pursuant to s175E of the *Local Government Act 2009*, Cr Mick Gillam declared a perceived conflict of interest in Item 5.2 as he is an Advisory Committee member of Pine Rivers PCYC and a Life Member of PCYC Queensland.

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

Councillor not voluntarily left meeting - other Councillors who are entitled to vote must decide

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

Moved by Cr Peter Flannery

Seconded by Cr Matt Constance

CARRIED 9/0

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

Cr Mick Gillam remained in the meeting.

**ITEM 5.2
NEW LEASE - QUEENSLAND POLICE-CITIZENS YOUTH WELFARE ASSOCIATION
- DIVISION 5**

Meeting / Session: 5 PARKS, RECREATION & SPORT
Reference: A19308062 : 6 November 2019 - Refer Supporting Information A19308064
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 (lease) to Queensland Police-Citizens Youth Welfare Association (QPCYC) at 100 - 166B Maine Terrace, Deception Bay (refer Supporting Information #1).

RESOLUTION

Moved by Cr James Houghton
Seconded by Cr Peter Flannery

CARRIED 10/0

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, Queensland Police-Citizens Youth Welfare Association be granted a lease over an area at 100 - 166B Maine Terrace, Deception Bay (refer Supporting Information #1) for a period of five years, commencing at the expiry of their existing lease at this location.
3. That the terms and conditions of this lease be in accordance with Council's Community Leasing Policy, with annual rental commencing at \$1.00 per annum.
4. That the Chief Executive Officer be authorised to take all action necessary including but not limited to, negotiating, making, amending, signing and discharging the lease and any required variations of the lease on the Council's behalf, as described in this report.

ITEM 5.2 NEW LEASE - QUEENSLAND POLICE-CITIZENS YOUTH WELFARE ASSOCIATION - DIVISION 5 - A19308062 (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, Queensland Police-Citizens Youth Welfare Association be granted a lease over an area at 100 - 166B Maine Terrace, Deception Bay (refer Supporting Information #1) for a period of five years, commencing at the expiry of their existing lease at this location.
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

QPCYC has historically held a lease with Council over an area at 100 - 166B Maine Terrace, Deception Bay (refer Supporting Information #1) for the purpose of operating a Police Citizens Youth Club.

In March 2015, the organisation constructed a building extension to the east of the main PCYC facility for a gymnasium, however this area of occupation was never formalised under a lease agreement.

The current lease to QPCYC at this location will expire on 31 March 2020 and is due for renewal consideration by Council. In accordance with Council's Community Lease Renewals Policy Directive (No. 2160-024), as the proposed new lease area will include both the current lease area and the additional area of occupation (gymnasium), consideration by Council at a General Meeting is required.

2. Explanation of Item

The QPCYC has made application to Council seeking renewal of its lease at 100 - 166B Maine Terrace, Deception Bay under Council's Community Leasing Policy. In accordance with the provision of Council's Community Lease Renewals Policy Directive (No. 2160-024), officers have assessed this application and have no objections to the requested renewal.

Accordingly, this report recommends that Council approve the provision of a new lease to QPCYC over all areas of their occupation at the site, inclusive of the current lease area and the gymnasium area to the east (refer Supporting Information #1) under the terms and conditions of Council's Community Leasing Policy (No. 14-2150-079). Further, it is recommended that this lease be for a period of five years, commencing at the expiry of their existing lease at this location.

3. Strategic Implications

3.1 Legislative / Legal Implications

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

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

ITEM 5.2 NEW LEASE - QUEENSLAND POLICE-CITIZENS YOUTH WELFARE ASSOCIATION - DIVISION 5 - A19308062 (Cont.)

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

The terms and conditions of the proposed lease agreement will be in accordance with Council's Community Leasing Policy (14-2150-079).

3.4 Risk Management Implications

Nil identified

3.5 Delegated Authority Implications

As per 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 Queensland Police-Citizens Youth Welfare Association will provide the organisation with facilities to support its continued operations at this site.

3.10 Consultation / Communication

Councillor Houghton (Division 5)
Relevant Council Departments
Queensland Police-Citizens Youth Welfare Association

ITEM 5.3

NEW LEASE - SAMFORD & DISTRICTS RUGBY LEAGUE FOOTBALL CLUB INC - DIVISION 11

Meeting / Session: 5 PARKS, RECREATION & SPORT
Reference: A19283417: 31 October 2019 - Refer Supporting Information A19283426
Responsible Officer: CM, Supervisor Community Leasing (CES Community Services, Sport & Recreation)

Executive Summary

This report seeks Council's approval for the provision of a lease to Samford & Districts Rugby League Football Club Inc located at Lot 5 Main Street, Samford Village (refer Supporting Information #1). The proposed lease would take effect following the organisation's surrender of its existing lease at this location.

RESOLUTION

Moved by Cr Darren Grimwade

Seconded by Cr Peter Flannery

CARRIED 10/0

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 recommendations 3 and 4, Samford & Districts Rugby League Football Club Inc be granted a lease over an area at Lot 5 Main Street, Samford Village (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 grant of this lease be subject to Samford & Districts Rugby League Football Club Inc surrendering its existing lease at this location.
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 5.3 NEW LEASE - SAMFORD & DISTRICTS RUGBY LEAGUE FOOTBALL CLUB INC - DIVISION 11 - A19283417 (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 recommendations 3 and 4, Samford & Districts Rugby League Football Club Inc be granted a lease over an area at Lot 5 Main Street, Samford Village (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 grant of this lease be subject to Samford & Districts Rugby League Football Club Inc surrendering its existing lease at this location.
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 15 February 2003, Samford & Districts Rugby League Football Club Inc has held a current lease with Council over an area, including a clubhouse, bar/canteen, storage shed and car park at Lot 5 Main Street, Samford Village (refer Supporting Information #1) for the purpose of operating a rugby league club. This lease is due to expire on 14 February 2028.

Following the adoption of Council's consolidated Community Leasing Policy (No. 14-2150-079) on 1 April 2014, existing lessees were provided the opportunity to transition to a lease under Council's new policy provisions.

2. Explanation of Item

Samford & Districts Rugby League Football Club Inc has recently advised Council of their desire to transition to a new lease under the provision of Council's Community Leasing Policy (No. 14-2150-079). To enable this transition, Samford & Districts Rugby League Football Club Inc will be required to surrender its existing lease at this location and enter into a new lease with Council.

Under Council's Community Leasing policy, leases are generally provided over areas of exclusive occupation, and do not include areas of non-exclusive use such as sports fields, car parks and general open spaces. Following consultation with Samford & Districts Rugby League Football Club Inc it was agreed that their new lease area be reduced to include only the clubhouse, bar/canteen and storage shed areas, with a separate sports field permit to be issued for use of the sports field. Council approval is not required for the issuing of sports field permits.

Accordingly, this report recommends that Council approves the granting of a new five-year lease, under the terms and conditions of Council's Community Leasing Policy (2150-079), over the area identified in Supporting Information #1. Further, it is recommended that this lease be subject to the organisation surrendering its existing lease at this location.

ITEM 5.3 NEW LEASE - SAMFORD & DISTRICTS RUGBY LEAGUE FOOTBALL CLUB INC - DIVISION 11 - A19283417 (Cont.)

3. Strategic Implications

3.1 Legislative/Legal Implications

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

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

The terms and conditions of the proposed lease agreement will be in accordance with Council's *Community Leasing Policy* (14-2150-079).

3.4 Risk Management Implications Nil identified

3.5 Delegated Authority Implications

As per 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 Nil identified

3.8 Environmental Implication Nil identified

3.9 Social Implications Nil identified

The issuing of a lease to Samford & Districts Rugby League Football Club Inc will provide the organisation with facilities to support its continued operations.

3.10 Consultation / Communication

Councillor Grimwade (Division 11)
Samford & Districts Rugby League Football Club Inc

**ITEM 5.4
NEW LEASE - THE SCOUT ASSOCIATION OF AUSTRALIA QUEENSLAND BRANCH
INC - DIVISION 11**

Meeting / Session: 5 PARKS, RECREATION & SPORT
Reference: A19308076: 6 November 2019 - **Refer Supporting Information A19308078**
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 Scout Association of Australia Queensland Branch Inc. at Dayboro Showgrounds, 3512 Mt Mee Road, Dayboro (refer Supporting Information #1).

RESOLUTION

Moved by Cr Darren Grimwade

Seconded by Cr Denise Sims

CARRIED 10/0

1. That the exception contained in Section 236(1)(b)(ii) of the Local Government Regulation 2012 applies to the Council regarding the disposal of the land referred to in this report.
2. That, subject to recommendation 3, The Scout Association of Australia Queensland Branch Inc be granted a lease over an area at 3512 Mt Mee Road, Dayboro (refer Supporting Information #1) for a period of five years, commencing at the expiry of their existing lease at this location.
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 NEW LEASE - THE SCOUT ASSOCIATION OF AUSTRALIA QUEENSLAND BRANCH INC - DIVISION 11
- A19308076: (Cont.)

OFFICER'S RECOMMENDATION

1. That the exception contained in Section 236(1)(b)(ii) of the Local Government Regulation 2012 applies to the Council regarding the disposal of the land referred to in this report.
2. That, subject to recommendation 3, The Scout Association of Australia Queensland Branch Inc be granted a lease over an area at 3512 Mt Mee Road, Dayboro (refer Supporting Information #1) for a period of five years, commencing at the expiry of their existing lease at this location.
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 1 July 1984, The Scout Association of Australia Queensland Branch Inc (Scouts Queensland) has held a lease with Council over an area at Dayboro Showgrounds, 3512 Mt Mee Road, Dayboro with frontage to Don Kerr Memorial Drive (refer Supporting Information #1) for the purpose of operating a scout group. The most recent lease to the organisation at this location expired on 3 September 2019, with the organisation continuing to occupy the site on holding over terms.

In accordance with Council's Community Lease Renewals Policy Directive (No. 2160-024), Council is required to consider lease renewal requests at a General Meeting in all instances where a lease boundary change is proposed.

2. Explanation of Item

Scouts Queensland has made application to Council seeking renewal of its lease at 3512 Mt Mee Road, Dayboro under Council's Community Leasing Policy. In accordance with the provision of Council's Community Lease Renewals Policy Directive (No. 2160-024), officers have assessed this application and have no objections to the requested renewal.

Under Council's Community Leasing policy, leases are generally provided over areas of exclusive occupation (such as building footprints), and do not include open space areas. As such, Scouts Queensland have agreed to reduce their lease area to that of the building footprint only (refer Supporting Information #1), bringing this lease into line with all other Scouts Queensland leases within the Moreton Bay Region.

Accordingly, this report recommends that Council approve the provision of a new lease, under the terms and conditions of Council's Community Leasing Policy (No. 14-2150-079), over the area identified in Supporting Information #1. Further, it is recommended that the term of this lease be for a period of five years, commencing at the expiry of their existing lease at this location.

3. Strategic Implications

3.1 Legislative / Legal Implications

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

ITEM 5.4 NEW LEASE - THE SCOUT ASSOCIATION OF AUSTRALIA QUEENSLAND BRANCH INC - DIVISION 11
- A19308076: (Cont.)

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

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

3.4 Risk Management Implications

Nil identified

3.5 Delegated Authority Implications

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

3.6 Financial Implications

Nil identified

3.7 Economic Benefit Implications

Nil identified

3.8 Environmental Implications

Nil identified

3.9 Social Implications

The issuing of a lease to The Scout Association of Australia Queensland Branch Inc will provide the club with additional facilities to support its operations.

3.10 Consultation / Communication

Cr Grimwade - Division 11

Relevant Council departments

The Scout Association of Australia Queensland Branch Inc

ITEM 5.5 - DECLARATION OF INTEREST

Conflict of Interest - Declaration - Cr Mike Charlton

Pursuant to s175E of the *Local Government Act 2009*, Cr Mike Charlton (Acting Mayor) declared a perceived conflict of interest in Item 5.5 as Mr Gary Lancaster, Bunya Community Environmental Association Committee Member is both a personal friend and was President of the Geebung Zillmere Bald Hills Aspley RSL Club Sub Branch when Cr Charlton was a team member doing the WW1 Challenge Treks.

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

Councillor not voluntarily left meeting - other Councillors who are entitled to vote must decide

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

Moved by Cr Mick Gillam

Seconded by Cr Peter Flannery

CARRIED 9/0

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

Cr Mike Charlton (Acting Mayor) remained in the meeting.

**ITEM 5.5
NEW LEASE - BUNYA COMMUNITY ENVIRONMENTAL ASSOCIATION INC -
DIVISION 9**

Meeting / Session: 5 PARKS, RECREATION & SPORT
Reference: A19308059 : 6 November 2019 - Refer Supporting Information A19308061
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 Bunya Community Environmental Association Inc. at Yuraba Community Centre, 240 Church Road, Eatons Hill (refer Supporting Information #1).

RESOLUTION

Moved by Cr Mike Charlton (Acting Mayor)

Seconded by Cr Mick Gillam

CARRIED 10/0

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, Bunya Community Environment Association Inc. be granted a lease over an area at 240 Church Road, Eatons Hill (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 - BUNYA COMMUNITY ENVIRONMENTAL ASSOCIATION INC - DIVISION 9 - A19308059
(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, Bunya Community Environment Association Inc. be granted a lease over an area at 240 Church Road, Eatons Hill (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 1 February 2009, Bunya Community Environmental Association Inc has held a lease with Council over a large area inclusive of a community centre, amenities building and vegetated open space at 240 Church Road, Eatons Hill (refer Supporting Information #1) for the purpose of conducting environmental programs. The most recent lease to the organisation at this location expired on 31 January 2018, with the group continuing to occupy the site on holding over terms.

In accordance with Council's Community Lease Renewals Policy Directive (No. 2160-024), Council is required to consider lease renewal requests at a General Meeting in all instances where a lease boundary change is proposed.

2. Explanation of Item

Bunya Community Environmental Association Inc has made application to Council seeking renewal of its lease at 240 Church Road, Eatons Hill under Council's Community Leasing Policy. In accordance with the provision of Council's Community Lease Renewals Policy Directive (No. 2160-024), officers have assessed this application and have no objections to the requested renewal.

Under Council's Community Leasing policy, leases are generally provided over areas of exclusive occupation (such as building footprints), and do not include open space areas. As such, Bunya Community Environmental Association Inc have agreed to reduce their lease area to that of the community centre and amenities building footprints only (refer Supporting Information #1).

Accordingly, this report recommends that Council approve the provision of a new lease, under the terms and conditions of Council's Community Leasing Policy (No. 14-2150-079), over the areas identified in Supporting Information #1. Further, it is recommended that the term of this lease be for a period of five years.

3. Strategic Implications

3.1 Legislative / Legal Implications

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

ITEM 5.5 NEW LEASE - BUNYA COMMUNITY ENVIRONMENTAL ASSOCIATION INC - DIVISION 9 - A19308059
(Cont.)

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

The terms and conditions of the proposed lease agreement will be in accordance with Council's Community Leasing Policy (14-2150-079).

3.4 Risk Management Implications

Nil identified

3.5 Delegated Authority Implications

As per 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 Bunya Community Environmental Association Inc. will provide the organisation with facilities to support its continued operations.

3.10 Consultation / Communication

Councillor Charlton (Acting Mayor and Division 9)
Relevant Council Departments
Bunya Community Environmental Association Inc.

ITEM 5.6 - DECLARATION OF INTEREST

Conflict of Interest - Declaration - Cr Koliana Winchester

Pursuant to s175E of the *Local Government Act 2009*, Cr Koliana Winchester declared a perceived conflict of interest in Item 5.6 as she was a former Committee member of Redcliffe PCYC.

However, Cr Koliana Winchester has considered her position and is firmly of the opinion that she could participate in the debate and resolution on the matter in the public interest.

Conflict of Interest - Declaration - Cr Mick Gillam

Pursuant to s175E of the *Local Government Act 2009*, Cr Mick Gillam declared a perceived conflict of interest in Item 5.6 as he is an Advisory Committee member of Pine Rivers PCYC and a Life Member of PCYC Queensland.

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

Councillor not voluntarily left meeting - other Councillors who are entitled to vote must decide

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

Moved by Cr Adam Hain

Seconded by Cr James Houghton

CARRIED 8/0

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

Cr Koliana Winchester and Cr Mick Gillam remained in the meeting.

**ITEM 5.6
NEW LEASE - QUEENSLAND POLICE-CITIZENS YOUTH WELFARE ASSOCIATION
- DIVISION 5**

Meeting / Session: 5 PARKS, RECREATION & SPORT
Reference: A19308070 : 6 November 2019 - Refer Supporting Information A19308071
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 Queensland Police-Citizens Youth Welfare Association at Talobilla Park, 170 Klingner Road, Kippa-Ring (refer Supporting Information #1).

RESOLUTION

Moved by Cr James Houghton
Seconded by Cr Peter Flannery

CARRIED 10/0

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, Queensland Police-Citizens Youth Welfare Association be granted a lease over an area at 170 Klingner Road, Kippa-Ring (refer Supporting Information #1) for a period of five years, commencing at the expiry of their existing lease at this location.
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 5.6 NEW LEASE - QUEENSLAND POLICE-CITIZENS YOUTH WELFARE ASSOCIATION - DIVISION 5 - A19308070 (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, Queensland Police-Citizens Youth Welfare Association be granted a lease over an area at 170 Klingner Road, Kippa-Ring (refer Supporting Information #1) for a period of five years, commencing at the expiry of their existing lease at this location.
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 1 July 1998, Queensland Police-Citizens Youth Welfare Association has held formal tenure with Council over an area at 170 Klingner Road, Kippa-Ring (refer Supporting Information #1) for the purpose of operating a Police Citizens Youth Club. This lease is due to expire on 30 April 2020.

The lease provides the Queensland Police-Citizens Youth Welfare Association the facilities to support the delivery of its various community services.

2. Explanation of Item

The Queensland Police-Citizens Youth Welfare Association has confirmed its desire to renew its lease under Council's Community Leasing Policy. A qualitative assessment of the renewal application has been undertaken, with no objections received.

Council's PCYC Network Facility Development Plan identifies that there is an opportunity to expand the building footprint at the front to construct a new covered outdoor fitness area. This proposed covered outdoor fitness area is outside the current lease area.

Accordingly, this report recommends that Council approve the provision of a new lease, under the terms and conditions of Council's Community Leasing Policy (No. 14-2150-079), over the areas identified in Supporting Information #1. Further, it is recommended that the term of this lease be for a period of five years, commencing at the expiry of their existing lease at this location.

3. Strategic Implications

3.1 Legislative / Legal Implications

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

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

3.2 Corporate Plan / Operational Plan

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

ITEM 5.6 NEW LEASE - QUEENSLAND POLICE-CITIZENS YOUTH WELFARE ASSOCIATION - DIVISION 5 - A19308070 (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 Queensland Police-Citizens Youth Welfare Association will provide the club with additional facilities to support its operations.

3.10 Consultation / Communication

Cr Houghton - Division 5
Relevant Council departments
Queensland Police-Citizens Youth Welfare Association

ITEM 5.7

NEW LEASE - ALBANY CREEK KINDERGARTEN ASSOCIATION INC - DIVISION 9

Meeting / Session: 5 PARKS, RECREATION & SPORT
Reference: A19308060 : 6 November 2019 - **Refer Supporting Information A19308057**
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 Albany Creek Kindergarten Association Inc at Wolter Park, 16 Ernie Street, Albany Creek (refer Supporting Information #1).

RESOLUTION

Moved by Cr Matt Constance

Seconded by Cr Mike Charlton (Acting Mayor)

CARRIED 10/0

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, Albany Creek Kindergarten Association Inc be granted a lease over an area at 16 Ernie Street, Albany Creek (refer Supporting Information #1) for a period of five years, commencing at the expiry of their existing lease at this location
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 5.7 NEW LEASE - ALBANY CREEK KINDERGARTEN ASSOCIATION INC - DIVISION 9 - A19308060 (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, Albany Creek Kindergarten Association Inc be granted a lease over an area at 16 Ernie Street, Albany Creek (refer Supporting Information #1) for a period of five years, commencing at the expiry of their existing lease at this location
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

The Albany Creek Kindergarten Association Inc has historically held a lease with Council over an area at 16 Ernie Street, Albany Creek (refer Supporting Information #1) for the purposes of operating a kindergarten.

In January of 2017, the organisation undertook an extension to their veranda on the north-east side of the main building, however this area of occupation was never formalised under a lease agreement.

The current lease to Albany Creek Kindergarten Association Inc at this location will expire on 31 March 2020 and is due for renewal consideration by Council. In accordance with Council's Community Lease Renewals Policy Directive (No. 2160-024), as the proposed new lease area will include both the current lease area and the additional veranda area, consideration by Council at a General Meeting is required.

2. Explanation of Item

The Albany Creek Kindergarten Association Inc has made application to Council seeking renewal of its lease at Wolter Park, 16 Ernie Street, Albany Creek under Council's Community Leasing Policy. In accordance with the provision of Council's Community Lease Renewals Policy Directive (No. 2160-024), officers have assessed this application and have no objections to the requested renewal.

Accordingly, this report recommends that Council approve the granting of a new lease to Albany Creek Kindergarten Association Inc over all areas of occupation at the site (inclusive of the current lease area and the extended veranda area), under the terms and conditions of Council's Community Leasing Policy (No. 14-2150-079). Further, it is recommended that this lease be for a period of five years, commencing at the expiry of their existing lease at this location.

3. Strategic Implications

3.1 Legislative / Legal Implications

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

3.2 Corporate Plan / Operational Plan

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

ITEM 5.7 NEW LEASE - ALBANY CREEK KINDERGARTEN ASSOCIATION INC - DIVISION 9 - A19308060 (Cont.)

3.3 Policy Implications

The terms and conditions of the proposed lease agreement will be in accordance with Council's Community Leasing Policy (14-2150-079).

3.4 Risk Management Implications Nil identified

3.5 Delegated Authority Implications

As per 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 Albany Creek Kindergarten Association Inc will provide the organisation with facilities to support its continued operations.

3.10 Consultation / Communication

Councillor Charlton (Division 9)
Relevant Council departments
Albany Creek Kindergarten Association Inc.

ITEM 5.8 - DECLARATION OF INTEREST

Conflict of Interest - Declaration - Cr Koliana Winchester

Pursuant to s175E of the *Local Government Act 2009*, Cr Koliana Winchester declared a perceived conflict of interest in Item 5.8 as she was a former Board Member and member of the Kippa-Ring Lions Club.

However, Cr Koliana Winchester has considered her position and is firmly of the opinion that she could participate in the debate and resolution on the matter in the public interest.

Councillor not voluntarily left meeting - other Councillors who are entitled to vote must decide

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

Moved by Cr Mick Gillam

Seconded by Cr Denise Sims

CARRIED 9/0

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

Cr Koliana Winchester remained in the meeting.

**ITEM 5.8
OUTCOME OF COMMUNITY LEASING EXPRESSION OF INTEREST - BELLEVUE
PARK REDCLIFFE - DIVISION 5**

Meeting / Session: 5 PARKS, RECREATION & SPORT
Reference: A19530193 : 6 November 2019 - **Refer Supporting Information A19530192**
Responsible Officer: CM, Supervisor Community Leasing (CES Community Services, Sport & Recreation)

Executive Summary

Council called for expressions of interest (EOI) from not-for-profit community organisations to lease the hall and shed located at Bellevue Park, 51 Sportsground Street, Redcliffe (refer Supporting Information #1) under the provision of Council's Community Leasing Policy (No. 2150-079). Five applications were received and assessed through this process.

This report seeks Council's approval to grant a lease to the recommended applicant, being the Lions Club of Redcliffe Kippa-Ring Inc.

RESOLUTION

Moved by Cr Mick Gillam

Seconded by Cr James Houghton

CARRIED 10/0

1. That the exception contained in section 236(1)(b)(ii) of the Local Government Regulation 2012 applies to the Council regarding the disposal of the land referred to in this report.
2. That subject to recommendation 3, the Lions Club of Redcliffe Kippa-Ring Inc be granted a lease over an area at 51 Sportsground Street, Redcliffe (refer Supporting Information #1) for a period of five years, following the relocation of the S Triple C Redcliffe Inc.
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 5.8 OUTCOME OF COMMUNITY LEASING EXPRESSION OF INTEREST - BELLEVUE PARK REDCLIFFE - DIVISION 5 - A19530193 (Cont.)

OFFICER'S RECOMMENDATION

1. That the exception contained in section 236(1)(b)(ii) of the Local Government Regulation 2012 applies to the Council regarding the disposal of the land referred to in this report.
2. That subject to recommendation 3, the Lions Club of Redcliffe Kippa-Ring Inc be granted a lease over an area at 51 Sportsground Street, Redcliffe (refer Supporting Information #1) for a period of five years, following the relocation of the S Triple C Redcliffe Inc.
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

In 2019, Council commenced a redevelopment of the Redcliffe Council Administration Centre building located at 1 Irene Street, Redcliffe. Once complete, the redeveloped facility will accommodate the Redcliffe Art Gallery (tenancy 1), University of the Third Age Redcliffe (tenancy 2) and the S Triple C Redcliffe Inc (Redcliffe Seniors Computer Club) (tenancy 3).

The Redcliffe Seniors Computer Club have historically occupied the hall at Bellevue Park, Redcliffe for the conduct of their community activities. Following completion of the Redcliffe Council Administration Centre redevelopment (estimated April 2020), the group will relocate to their new tenancy area, vacating their tenancy at Bellevue Park.

On 27 September 2019, Council called for Expressions of Interest (EOI) from not-for-profit community organisations to lease the Bellevue Park hall along with an adjacent shed currently being utilised by the Lions Club of Redcliffe Kippa-Ring Inc, under short term tenancy arrangements, for their Recycle for Sight program (refer Supporting Information #1). The new lessee would commence occupation of the facilities following the relocation of the Redcliffe Seniors Computer Club (expected April 2020).

2. Explanation of Item

Applications under the EOI process were received from the following community organisations:

- Lions Club of Redcliffe Kippa-Ring Inc.;
- The Breakfast Club Redcliffe Inc;
- Chameleon Regional Community Housing Accommodation & Welfare Association Inc;
- Redcliffe Musical Theatre Inc; and
- SPADEwerx Community Theatre.

All applications were reviewed against the following criteria by a panel consisting of senior Council officers:

- facility usage and community benefit;
- facility maintenance development capacity;
- facility management experience; and
- financial capacity.

As an outcome of this assessment process, it is recommended that a lease be offered to the Lions Club of Redcliffe Kippa-Ring Inc in accordance with the terms and conditions of Council's Community Leasing Policy, for a period of five (5) years.

ITEM 5.8 OUTCOME OF COMMUNITY LEASING EXPRESSION OF INTEREST - BELLEVUE PARK REDCLIFFE - DIVISION 5 - A19530193 (Cont.)

Lions Club of Redcliffe Kippa-Ring Inc.

Established in 1990, the Lions Club of Redcliffe Kippa-Ring Inc is a local community organisation providing a variety of community services within the Moreton Bay Region. One such area of service is the Lions Recycle for Sight Australia program which provides recycled spectacles to people in need throughout the world.

Since 2000, the Lions Club of Redcliffe Kippa-Ring Inc have held tenure with Council over an area at Lamington Drive, Redcliffe (refer Supporting Information #2) for the purpose of storing club equipment, running weekly community markets and housing the Recycle for Sight operations. At this site the club occupy:

- A main building to store incoming spectacles, refurbish spectacles and to store spectacles ready for export;
- A single garage to store spectacles ready for export;
- A double garage to store market furniture and equipment, and incoming spectacles ready for washing and grading; and
- External storage space.

Since April 2019, the Lions Club of Redcliffe Kippa-Ring Inc have also occupied the shed at Bellevue Park (refer Supporting Information #1) for the purposes of storing incoming spectacles to reduce overcrowding at the Lamington Drive site.

The club have identified a need for additional space to further expand the Recycle for Sight program. Specifically, the club proposes to utilise the Bellevue Park hall to receive, grade, wash and box spectacles for export. The Club have identified that the additional facilities will enable an increase in spectacle turnover from 400,000 to 700,000 per year and support increased participation in their Work for the Dole programs.

3. Strategic Implications

3.1 Legislative / Legal Implications

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

3.2 Corporate Plan / Operational Plan

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

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

ITEM 5.8 OUTCOME OF COMMUNITY LEASING EXPRESSION OF INTEREST - BELLEVUE PARK REDCLIFFE - DIVISION 5 - A19530193 (Cont.)

3.9 Social Implications

The issuing of a lease to the Lions Club of Redcliffe Kippa-Ring Inc will provide the organisation with additional facilities to support its Recycle for Sight operations.

3.10 Consultation / Communication

Councillor Houghton (Division 5)
Councillor Winchester (Division 6)

6 LIFESTYLE & AMENITY SESSION

(Cr D Sims)

No items for consideration.

7 ECONOMIC DEVELOPMENT, EVENTS & TOURISM SESSION

(Cr P Flannery)

No items for consideration.

8 REGIONAL INNOVATION SESSION

(Cr D Grimwade)

No items for consideration.

11. GENERAL BUSINESS OR RESPONSE TO QUESTIONS TAKEN ON NOTICE

ITEM 11.1

AUSTRALIA DAY AWARDS - MORETON BAY REGION

Cr Denise Sims, Cr Mike Charlton (Acting Mayor), Cr Darren Grimwade and Cr Mick Gillam spoke in relation to the **2020 Australia Day Awards**, offering their congratulations to the recipients within the Moreton Bay Region and noting that they were all very worthy and their contribution to the community invaluable.

RESOLUTION

Moved by Cr Denise Sims

Seconded by Cr Koliana Winchester

CARRIED 10/0

That a Mayoral letter of congratulation be sent to the Moreton Bay Region 2020 Australia Day Awards recipients.

ITEM 11.2

REGIONAL EVENTS

Cr Mick Gillam offered his congratulations to Moreton Bay Region Industry & Tourism (MBRIT) for the successful **Pine Rivers Park Christmas Carols** held Saturday 15 December 2019. Cr Gillam said that the event provided good entertainment, the traffic was well-managed, and attendees conveyed they were very happy and in particular, made special mention of the positive response received regarding Council's fireworks ban for Council-run Christmas and New Year events in the Moreton Bay Region.

Cr Adam Hain attended a holiday activity - Freestyle BMX & Scooter Clinics at Morayfield Skate Park as part of Council's **Healthy & Active Moreton Program**. Cr Mick Gillam said the program had been operating since 1996.

Cr Hain requested that a Mayoral letter of congratulation be sent to the Council staff involved in the success of Council's Healthy & Active Moreton Program.

Cr Hain provided his thanks to Council staff for their efforts in organising the **Caboolture Splash n Movie Division 3** event, however due to the rain advised that unfortunately it had to be cancelled.

Cr Hain encouraged Councillors to attend the upcoming **Lunar New Year** event to be held in Caboolture Town Square on 1 February 2020.

**ITEM 11.3
WOODFORD FOLK FESTIVAL - 2019/2020**

Cr Mike Charlton (Acting Mayor) reported that he had attended the **2019/2020 Woodford Folk Festival**, making special mention of the closing ceremony in the Amphitheatre which he described as incredible, in particular dedication to the Volunteer Fire Fighters received a standing ovation. Cr Charlton noted the importance of the event to the region, saying the economic benefit to Moreton Bay was in excess of \$20M.

RESOLUTION

Moved by Cr Mike Charlton (Acting Mayor)

Seconded by Cr Peter Flannery

CARRIED 10/0

That a Mayoral letter of congratulation be sent to the Director of Queensland Folk Federation on the success of the 2019/2020 Woodford Folk Festival.

**ITEM 11.4
DELEGATED DECISIONS COMMITTEE - FIXING MEETING DATE, TIME AND LOCATION**

RESOLUTION

Moved by Cr Mike Charlton (Acting Mayor)

Seconded by Cr Peter Flannery

CARRIED 10/0

1. That the Delegated Decisions Committee be scheduled to meet on:
 - a) Tuesday 28 January 2020 at Caboolture, commencing at the conclusion of the General Meeting on that day, to decide the matter delegated to it at the General Meeting of today's date, being Officers' Report Item 2.1; and
 - b) Tuesday 4 February 2020 at Strathpine commencing at the conclusion of the General Meeting on that day, to confirm the minutes of the Delegated Decisions Committee meeting held 28 January 2020.
2. That the meeting days/times be advertised in accordance with s277(1)(b) of the Local Government Regulation 2012.
3. That the composition of the Delegated Decisions Committee be amended to:
 - a) Cr Mike Charlton (Acting Mayor)
 - b) Cr Brooke Savige
 - c) Cr Denise Sims
 - d) Cr Matt Constance
 - e) Cr Darren Grimwade

12. CLOSED SESSION

(s275 of the Local Government Regulation 2012)

No items for consideration.

12a. CONFIDENTIAL OFFICERS' REPORTS TO COUNCIL

No items for consideration.

12b. CONFIDENTIAL GENERAL BUSINESS

No items for consideration.

13. CLOSURE

There being no further business the meeting closed at 11.49am.

CHIEF EXECUTIVE OFFICER'S CERTIFICATE

I certify that minute pages numbered 20/1 to 20/61 constitute the minutes of the General Meeting of the Moreton Bay Regional Council held 21 January 2020.

Greg Chemello
Chief Executive Officer

CONFIRMATION CERTIFICATE

The foregoing minutes were confirmed by resolution of Council at its meeting held Tuesday 28 January 2020.

Greg Chemello
Chief Executive Officer

Councillor Mike Charlton
Acting Mayor