



MINUTES

GENERAL MEETING

Tuesday 10 September 2019

commencing at 10.35am

Strathpine Chambers
220 Gympie Road, Strathpine

ENDORSED GM20190917

4. CONFIRMATION OF MINUTES FROM PREVIOUS GENERAL MEETING

General Meeting - 10 September 2019 (Pages 19/1990 - 19/2024)

RESOLUTION

Moved by Cr Mick Gillam

Seconded by Cr James Houghton

CARRIED 11/0

That the minutes of the General Meeting held 10 September 2019, be confirmed.

Moreton Bay Regional Council

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1. OPENING PRAYER

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

2. ATTENDANCE & APOLOGIES

Attendance:

Cr Allan Sutherland (Mayor) (Chairperson)
Cr Brooke Savige
Cr Peter Flannery (attending after the meeting reconvened)
Cr Adam Hain
Cr Julie Greer
Cr James Houghton
Cr Koliانا Winchester
Cr Mick Gillam
Cr Mike Charlton (Deputy Mayor)
Cr Matthew Constance
Cr Darren Grimwade

Acting Chief Executive Officer	(Mr Graeme Kanofski)
Director Community & Environmental Services	(Mr Bill Halpin)
Director Planning	(Mr Mike Pickering)
Director Engineering, Construction & Maintenance	(Mr Tony Martini)
Director Infrastructure Planning	(Mr Andrew Ryan)
Meeting Support	(Kim Reid)

Apologies:

Cr Denise Sims

Suspended:

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

3. MEMORIALS OR CONDOLENCES

Cr Koliانا Winchester made special mention of the recent passing of the late **Mrs Doreen Charlish** aged 96 years. Doreen was born on 16 August 1923 in Roma, Queensland and was the wife of former Redcliffe Council Mayor, Alf Charlish.

Cr Winchester noted that Doreen was known for her quick wit and cheeky humour. She was an avid traveller and had an extensive silver spoon collection in memory of her travels.

Doreen is survived by her five children, 12 grandchildren, 10 great-grandchildren and five great-great grandchildren.

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

4. CONFIRMATION OF MINUTES FROM PREVIOUS GENERAL MEETING

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

RESOLUTION

Moved by Cr Mike Charlton (Deputy Mayor)

Seconded by Cr James Houghton

CARRIED 10/0

Cr Peter Flannery was not present when the vote was taken

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

5. PRESENTATION OF PETITIONS

(Addressed to the Council and tabled by Councillors)

Presentation of Certificate of Appreciation (A19078065)

Cr Mike Charlton (Deputy Mayor) reported that he and Cr Mick Gillam had attended a recent Pine Rivers Municipal Brass Band Management Meeting at which he was presented a Certificate of Appreciation thanking Council for its continued support.

6. CORRESPONDENCE

There was no correspondence to be tabled.

7. COMMUNITY COMMENT

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

8. NOTIFIED MOTIONS

There were no notified motions.

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

(s262 of the Local Government Regulation 2012)

There were no notices of motion.

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

(as referred by the Chief Executive Officer)

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

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

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

1 GOVERNANCE SESSION

(Cr A Sutherland, Mayor)

ITEM 1.1

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

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

Executive Summary

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

RESOLUTION

Moved by Cr Mike Charlton (Deputy Mayor)

Seconded by Cr Julie Greer

CARRIED 10/0

Cr Peter Flannery was not present when the vote was taken.

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

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

OFFICER'S RECOMMENDATION

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

REPORT DETAIL

1. Background

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

2. Explanation of Item

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

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

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

3. Strategic Implications

3.1 Legislative/Legal Implications

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

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

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

3.4 Risk Management Implications

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

3.5 Delegated Authority Implications

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

3.6 Financial Implications

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

3.7 Economic Benefit

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

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

3.8 Environmental Implications

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

3.9 Social Implications

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

3.10 Consultation / Communication

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

2 PLANNING & DEVELOPMENT SESSION

(Cr M Gillam)

No items for consideration.

3 CORPORATE SERVICES SESSION

(Cr M Constance)

No items for consideration.

4 ASSET CONSTRUCTION & MAINTENANCE SESSION

(Cr A Hain)

ITEM 4.1

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

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

Executive Summary

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

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

RESOLUTION

Moved by Cr Mick Gillam

Seconded by Cr Julie Greer

CARRIED 10/0

Cr Peter Flannery was not present when the vote was taken.

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

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

OFFICER'S RECOMMENDATION

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

REPORT DETAIL

1. Background

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

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

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



Project location - Extent of Energex street lighting and associated works

2. Explanation of Item

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

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

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

3. Strategic Implications

3.1 Legislative/Legal Implications

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

3.2 Corporate Plan / Operational Plan

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

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

3.3 Policy Implications

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

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

3.4 Risk Management Implications

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

Construction Risks:

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

3.5 Delegated Authority Implications

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

3.6 Financial Implications

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

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

Total project cost	\$ 3,288,413.62
	=====

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

The budget amount for this project is sufficient.

3.7 Economic Benefit

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

3.8 Environmental Implications

Energex are required to comply with State Government environmental policies.

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

3.9 Social Implications

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

3.10 Consultation / Communication

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

ITEM 4.2

MARGATE - MARGATE CBD - CENTRE IMPROVEMENT PROJECT - DIVISION 6

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

Executive Summary

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

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

RESOLUTION

Moved by Cr Koliانا Winchester

Seconded by Cr James Houghton

CARRIED 10/0

Cr Peter Flannery was not present when the vote was taken.

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

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

OFFICER'S RECOMMENDATION

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

REPORT DETAIL

1. Background

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

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

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

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

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

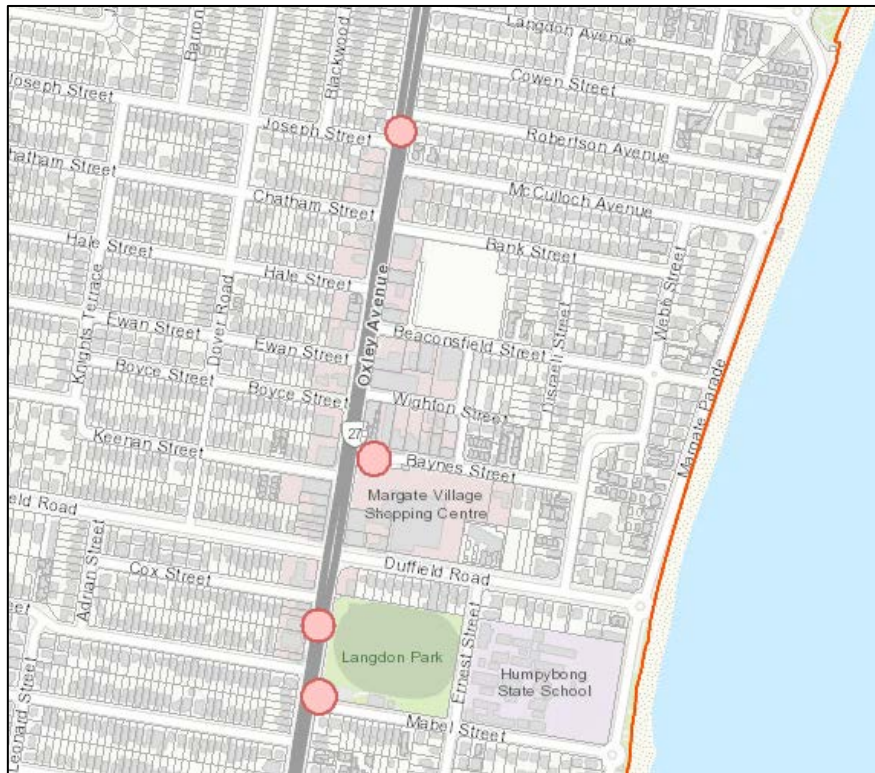


Figure1: Site locations



Figure 2: Signage

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



Figure 3: Noticeboard



Figure 4: Entry signage

2. Explanation of Item

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

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

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

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

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

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

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

3. Strategic Implications

3.1 Legislative/Legal Implications

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

3.2 Corporate Plan / Operational Plan

This project is consistent with the Corporate Plan outcome - Creating Opportunities: Local jobs for residents - an innovative and thriving economy.

3.3 Policy Implications

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

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

3.4 Risk Management Implications

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

Financial Risks:

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

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

Construction Risks:

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

3.5 Delegated Authority Implications

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

3.6 Financial Implications

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

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

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

The budget amount for this project is sufficient.

3.7 Economic Benefit

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

3.8 Environmental Implications

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

3.9 Social Implications

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

3.10 Consultation / Communication

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

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

ITEM 4.3 - DECLARATION OF INTEREST

Conflict of Interest - Declaration - Cr Allan Sutherland (Mayor)

Pursuant to s175E of the *Local Government Act 2009*, Cr Allan Sutherland (Mayor) declared a perceived conflict of interest in Item 4.3 as BMD Constructions (a related company to a tenderer of Item 4.3) provided \$2200 on 2 November 2010 to Moreton Futures Trust. A further donation from Urbex, BMD Holdings (possibly a related company to a tenderer of Item 4.3) was received in 2012 for \$1100 to Cr Allan Sutherland (Mayor).

Cr Allan Sutherland (Mayor) retired from the meeting at 10.49am taking no part in the debate or resolution regarding same.

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

Pursuant to s175E of the *Local Government Act 2009*, Cr Mike Charlton (Deputy Mayor) declared a perceived conflict of interest in Item 4.3 as BMD Constructions (a related company to a tenderer of Item 4.3) provided \$2200 on 2 November 2010 to Moreton Futures Trust. Cr Charlton advised that he received an interest free loan in the amount of \$5000 from Moreton Futures Trust in late September 2011 which was repaid in full on 25 January 2012. Cr Charlton has not received a donation since that time.

However, Cr Mike Charlton (Deputy 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.

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 James Houghton

Seconded by Cr Mick Gillam

CARRIED 8/0

Cr Peter Flannery was not present when the vote was taken

That in accordance with s175E(4) of the *Local Government Act 2009*, it is considered that Cr Mike Charlton (Deputy 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 (Deputy Mayor) remained in the meeting and assumed the Chair at this time.

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

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

Executive Summary

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

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

CLOSED SESSION

RESOLUTION

Moved by Cr Mick Gillam

Seconded by Cr Brooke Savage

CARRIED 9/0

*Cr Allan Sutherland (Mayor) had declared a conflict of interest and had left the meeting
Cr Peter Flannery was not present when the vote was taken.*

That Council move into closed session to discuss Item 4.3, pursuant to the provisions of s275 (1) of the Local Government Regulation 2012 clause (e), as the matter involves contracts proposed to be made by the Council.

Members of the press and public gallery left the Chambers.
The closed session commenced at 10.51am.

OPEN SESSION

RESOLUTION

Moved by Cr Mick Gillam

Seconded by Cr Matt Constance

CARRIED 9/0

*Cr Allan Sutherland (Mayor) had declared a conflict of interest and had left the meeting
Cr Peter Flannery was not present when the vote was taken.*

That Committee resume in open session and that the following resolutions be made.

The open session resumed at 11.03am.
Members of the press and public gallery returned to the Chambers.

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

RESOLUTION

Moved by Cr James Houghton

Seconded by Cr Julie Greer

CARRIED 9/0

Cr Allan Sutherland (Mayor) had declared a conflict of interest and had left the meeting

Cr Peter Flannery was not present when the vote was taken

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

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

OFFICER'S RECOMMENDATION

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

REPORT DETAIL

1. Background

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

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

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

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

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



Figure 1: Location of works

2. Explanation of Item

Tenders for the 'Caboolture - Mckean Street - Road Rehabilitation and Active Transport Improvements (MBRC008760)' project closed on 10 July 2019 with 13 conforming tenders received. The tenders were assessed by the assessment panel in accordance with Council's Purchasing Policy and the selection criteria as set out in the tender documents.

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

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

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

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

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

AllenCon Pty Ltd (AC) submitted a comprehensive tender and demonstrated their installation methodology and experience on projects of a similar scale and complexity. At a tender clarification meeting on 31 July 2019, AC demonstrated their understanding and methodology to complete this project; however, there were no additional benefits for the higher price.

3. Strategic Implications

3.1 Legislative/Legal Implications

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

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

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

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

3.4 Risk Management Implications

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

Financial Risks:

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

Construction Risks:

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

3.5 Delegated Authority Implications

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

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

3.6 Financial Implications

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

All financials below are excluding GST.

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

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

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

The budget amount for this project is sufficient.

3.7 Economic Benefit

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

3.8 Environmental Implications

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

3.9 Social Implications

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

3.10 Consultation / Communication

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

ATTENDANCE

Cr Allan Sutherland (Mayor) returned to the meeting at 11.05am after Item 4.3 and resumed the Chair.

5 PARKS, RECREATION & SPORT SESSION

(Cr K Winchester)

No items for consideration.

6 LIFESTYLE & AMENITY SESSION

(Cr A Sutherland - Mayor)

**ITEM 6.1
SPECIAL FEE ARRANGEMENTS FOR VOLUNTEER-MANAGED COMMUNITY
HALLS - REGIONAL**

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

Executive Summary

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

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

RESOLUTION

Moved by Cr Mick Gillam

Seconded by Cr Julie Greer

CARRIED 10/0

Cr Peter Flannery was not present when the vote was taken

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

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

OFFICER'S RECOMMENDATION

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

REPORT DETAIL

1. Background

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

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

Table 1.1 Existing Special Fee Arrangements - Non-profit hirers

Facility	Management Committee	Hirer Name	Hirer Type
Donnybrook Community Hall	Enhance Care Inc	RSL Donnybrook	Non-profit
Burpengary Community Hall	Burpengary Community Association Inc	Burpengary Central Neighbourhood Watch	Non-profit
Burpengary Community Hall	Burpengary Community Association Inc	Burpengary Community Association Inc	Non-profit (Management Committee)
Deception Bay Community Hall	Deception Bay Neighbourhood Centre Inc	Deception Bay Seventh Day Adventist Church	Non-profit
Deception Bay Community Hall	Deception Bay Neighbourhood Centre Inc	Deception Bay Indoor Bowls	Non-profit
Deception Bay Community Hall	Deception Bay Neighbourhood Centre Inc	Orbital Works Program - Deception Bay Neighbourhood Centre	Non-profit (Management Committee)
Deception Bay Community Hall	Deception Bay Neighbourhood Centre Inc	RSL Deception Bay	Non-profit
Caboolture Memorial Hall	Enhance Care Inc	RSL Caboolture	Non-profit
John Naumann Hall	Lions Club of Deception Bay Inc	Bay Christian Fellowship	Non-profit

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

Facility	Management Committee	Hirer Name	Hirer Type
Rothwell Hall	Redcliffe-Kippa Ring Lions Inc	Congregational Christian Church of Samoa	Non-profit
Rothwell Hall	Redcliffe-Kippa Ring Lions Inc	Alofa Tunoa Pentecostal Church	Non-profit
Woody Point Memorial Hall	Lion Club of Redcliffe Inc	RSL Woody Point	Non-profit
Narangba Community Hall	Encircle Ltd	Narangba Lions Club	Non-profit
John Oxley Reserve Community Centre	Kallangur Halls Committee Inc	Kallangur Al Anon Family Group	Non-profit
Alf Shaw Park Community Centre	Alf Show Park Community Centre Inc	Pine Rivers Family Association	Non-profit
Albany Creek Community Centre	Encircle Ltd	Evergreen Club of Albany Creek	Non-profit
Bunya house	Bunya House Inc	U3A Pine Rivers	Non-profit
Woodford Memorial Hall	Woodford Memorial Community Centre Inc	RSL Woodford	Non-profit
Bellthorpe Community Hall	Bellthorpe Progress Association Inc	Bellthorpe Craft Ladies	Non-profit
Bellthorpe Community Hall	Bellthorpe Progress Association Inc	Kilcoy/Woodford Anglican Church	Non-profit

Table 1.2 Existing Special Fee Arrangements - Commercial hirer

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

2. Explanation of Item

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

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

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

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

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

3. Strategic Implications

3.1 Legislative/Legal Implications

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

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

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

3.4 Risk Management Implications

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

3.5 Delegated Authority Implications

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

3.6 Financial Implications

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

3.7 Economic Benefit

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

3.8 Environmental Implications

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

3.9 Social Implications

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

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

3.10 Consultation / Communication

All Councillors - Council Workshop (15 August 2019).

7 ECONOMIC DEVELOPMENT, EVENTS & TOURISM SESSION

(Cr P Flannery)

No items for consideration.

8 REGIONAL INNOVATION SESSION

(Cr D Grimwade)

No items for consideration.

11. GENERAL BUSINESS OR RESPONSE TO QUESTIONS TAKEN ON NOTICE

**ITEM 11.1
REGIONAL EVENTS**

Cr Adam Hain reported on the **Caboolture Snakes Rugby League** senior and junior presentations that took place over the weekend noting that 'The Snakes' is a strong club with 600 playing members.

Cr Hain also noted the **Caboolture U17's Queensland Premier League Netball team** won the QPL grand final against Metro held on Friday night, 6 September 2019.

Cr Adam Hain had also participated in the **Wheelchair Rugby League** game on the weekend and made mention that the English Wheelchair Rugby League team will be playing the Queensland team at the Morayfield Sport and Events Centre in October 2019.

Cr Koliana Winchester represented Cr Allan Sutherland (Mayor) at the **Redcliffe Leagues Netball Association** finals presentation which was held on Saturday, 7 September 2019.

Cr Mike Charlton (Deputy Mayor) together with Cr James Houghton and Cr Peter Flannery noted their attendance at the **Karyn Murphy Cup Queensland State Final 2019** which was held at the Dolphins Stadium on Friday, 6 September 2019. Cr Charlton reported that this event was held to promote young girls in sports, in particular, rugby league. The event was a 9-a-side competition and Cr Charlton noted that the skills on display were fantastic to watch with Karyn Murphy providing an address to the participants. Cr Charlton congratulated the organisers of the event.

Cr James Houghton made mention of his attendance together with Cr Allan Sutherland (Mayor) at the **Dolphins Rugby League presentation** on Saturday night, 7 September 2019. The event was a presentation for best and fairest and players of the year awards with Cr Houghton noting this was an exciting night ahead of the Dolphins match which they played against Tweed Heads the following day and won by 1 point.

Cr Allan Sutherland (Mayor) mentioned the **Moreton Bay Food and Wine Festival** which was held at Redcliffe over the weekend of 7 and 8 September 2019. Cr Sutherland (Mayor) noted this event was a great showcase of the region and a major success for all the vendors with many of the venues having sold out by Saturday afternoon due to the popularity of the event. Cr Allan Sutherland (Mayor) expressed his thanks to all who were involved in the planning, organisation and successful running of the event.

Cr Koliana Winchester and Cr James Houghton also noted their attendance at this event concurring it was a very successful, having both received positive comments.

**ITEM 11.2
MORETON BAY BOWLS ASSOCIATION**

Cr Mick Gillam made mention of his attendance together with Cr Brooke Savige at the **Moreton Bay Bowls Association** finals which was held over the preceding weekend at the Bribie Island Bowls Club. The association was a merger of the Caboolture and North Brisbane Bowls Associations which had just completed their first year of operations. Cr Gillam noted that 16 teams consisting of 216 players had participated in a great day of bowls.

RESOLUTION

Moved by Cr Mick Gillam

Seconded by Cr Brooke Savige

CARRIED 10/0

That Council write a congratulatory letter to the Moreton Bay Bowls Association on the successful completion of their first year of operations.

**ITEM 11.3
BOUNTY BOULEVARD STATE SCHOOL DRAMA PRODUCTION**

Cr Julie Greer reported on her attendance at the **Bounty Boulevard State School** drama production of *Annie* on Friday night. Cr Greer noted that this was the 9th consecutive year a drama production has been held at the school.

RESOLUTION

Moved by Cr Julie Greer

Seconded by Cr Brooke Savige

CARRIED 10/0

That a Mayoral letter of congratulation be sent to Bounty Boulevard State School for the successful drama production, Annie.

ADJOURNMENT

The meeting adjourned at 11.20am.

The Mayor left the meeting during the adjournment and was not present when the meeting reconvened.

RECONVENE

RESOLUTION

Moved by Cr Koliانا Winchester

Seconded by Cr Adam Hain

CARRIED 10/0

That the general meeting be reconvened.

The meeting reconvened at 3.05pm.

Cr Peter Flannery was in attendance when the meeting reconvened.

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

CLOSED SESSION

RESOLUTION

Moved by Cr Matt Constance

Seconded by Cr Peter Flannery

CARRIED 10/0

That Council move into closed session pursuant to the provisions of s275 (1) of the Local Government Regulation 2012 clause (a), to discuss a staffing matter.

Members of the press and public gallery left the Chambers.
The closed session commenced at 3.06pm.

OPEN SESSION

RESOLUTION

Moved by Cr Koliانا Winchester

Seconded by Cr Adam Hain

CARRIED 10/0

That Council resume in open session and that the following resolutions be made.

The open session resumed at 3.58pm.

**ITEM 12.1
RESIGNATION OF CHIEF EXECUTIVE OFFICER**

RESOLUTION

Moved by Cr Adam Hain

Seconded by Cr Matt Constance

CARRIED 10/0

That Council resolves to:

1. Accept the resignation of Daryl Hitzman, Chief Executive Officer.
2. Delegate to the Deputy Mayor, the responsibility to undertake all steps necessary to finalise Mr Hitzman's employment and to assist the Acting Chief Executive Officer address Council's operational matters to hand over during his notice period.

13. CLOSURE

There being no further business the meeting closed at 4.00pm.

ACTING CHIEF EXECUTIVE OFFICER'S CERTIFICATE

I certify that minute pages numbered 19/1990 to 19/2024 constitute the minutes of the General Meeting of the Moreton Bay Regional Council held 10 September 2019.

Graeme Kanofski
Acting Chief Executive Officer

CONFIRMATION CERTIFICATE

The foregoing minutes were confirmed by resolution of Council at its meeting held Tuesday 17 September 2019.

Graeme Kanofski
Acting Chief Executive Officer

Councillor Mike Charlton
Deputy Mayor