



AGENDA

Coordination Committee Meeting

Tuesday 31 July 2018

commencing at 10.30am

Strathpine Chambers
220 Gympie Road, Strathpine

COUNCILLOR:

NOTICE IS HEREBY GIVEN, that a meeting of the Coordination Committee will be held on Tuesday 31 July 2018 commencing at 10.30am in Strathpine Chambers, 220 Gympie Road, Strathpine to give consideration to the matters listed on this agenda.

Daryl Hitzman
Chief Executive Officer

26 July 2018

Membership = 13
Mayor and all Councillors

Quorum = 7

[Agenda for public distribution](#)

LIST OF ITEMS

1 GOVERNANCE SESSION (Cr A Sutherland, Mayor)

- ITEM 1.1** **5**
AUSTRALIAN REGIONAL DEVELOPMENT CONFERENCE - REGIONAL
REPORT DETAIL

2 PLANNING & DEVELOPMENT SESSION (Cr M Gillam)

3 CORPORATE SERVICES SESSION (Cr M Constance)

- ITEM 3.1** **8**
QUARTER 4 OPERATIONAL PLAN REVIEW 2017/18 - REGIONAL
REPORT DETAIL
SUPPORTING INFORMATION
#1 Quarter 4 Operational Plan 2017/18

- ITEM 3.2** **43**
CARRY OVER PROJECTS - 2017/18 TO 2018/19 - REGIONAL
REPORT DETAIL
SUPPORTING INFORMATION
#1 Capital Expenditure - Carry Over Budget from 2017/18 to 2018/19
#2 Minor Capital Works - Carry Over Budget from 2017/18 to 2018/19
#3 Operating Expenditure - Carry Over Budget from 2017/18 to 2018/19

4 ASSET CONSTRUCTION & MAINTENANCE SESSION (Cr A Hain)

- ITEM 4.1** **50**
THE PETRIE MILL REDEVELOPMENT SITE - NATURAL AREAS MAINTENANCE
PROGRAM - DIVISION 7
REPORT DETAIL
SUPPORTING INFORMATION
Confidential #1 Tender Evaluation

5 PARKS, RECREATION & SPORT SESSION (Cr K Winchester)

- ITEM 5.1** **56**
PROVISION OF LEASES TO THE STATE OF QUEENSLAND (REPRESENTED BY THE
PUBLIC SAFETY BUSINESS AGENCY) - TOORBUL RURAL FIRE BRIGADE AND CLEAR
MOUNTAIN RURAL FIRE BRIGADE - DIVISIONS 1 & 11
REPORT DETAIL
SUPPORTING INFORMATION
#1 22 First Avenue, Toorbul - Lease Area (Red)
#2 445 Clear Mountain Road, Clear Mountain - Lease Area (Red)

Moreton Bay Regional Council

ITEM 5.2 **62**
RELOCATION AND PROVISION OF LEASE FOR THE UNIVERISTY OF THE THIRD AGE
(U3A) REDCLIFFE - TENANCY 2 REDCLIFFE ADMINISTRATION CENTRE - DIVISION 6

REPORT DETAIL

SUPPORTING INFORMATION

#1 Tenancy 2 - Redcliffe Administration Centre - 1 Irene Street, Redcliffe

ITEM 5.3 **67**
OUTCOME OF EXPRESSIONS OF INTEREST - TENANCY 3 - REDCLIFFE
ADMINISTRATION CENTRE - DIVISION 6

REPORT DETAIL

SUPPORTING INFORMATION

#1 Tenancy 3 - Redcliffe Administration Centre - 1 Irene Street, Redcliffe

6 LIFESTYLE & AMENITY SESSION (Cr D Sims)

7 ECONOMIC DEVELOPMENT, EVENTS & TOURISM SESSION (Cr P Flannery)

8 REGIONAL INNOVATION (Cr D Grimwade)

9 GENERAL BUSINESS

CLOSED SESSION (Confidential items)

ITEM C.1 – CONFIDENTIAL **73**
RENEWAL OF LEASE - 7 BRADFORD COURT, BRENDALE - DIVISION 9

REPORT DETAIL

SUPPORTING INFORMATION

Confidential #1 Locality Map - 7 Bradford Court, Brendale

ATTENDANCE & APOLOGIES

Attendance:

Committee Members:

Cr Allan Sutherland (Mayor) (Chairperson)

Officers:

Apologies:

The Mayor is the Chairperson of the Coordination Committee.

Coordination Committee meetings comprise of Sessions chaired by Council's nominated Spokesperson for that portfolio, as follows:

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

1 GOVERNANCE SESSION

(Cr A Sutherland, Mayor)

ITEM 1.1

AUSTRALIAN REGIONAL DEVELOPMENT CONFERENCE - REGIONAL

Meeting / Session: 1 GOVERNANCE
Reference: A17274640 : 25 July 2018
Responsible Officer: LK, Executive Support Officer (CEO Executive Services)

Executive Summary

This report seeks consideration of Councillor attendance to the Australian Regional Development Conference to be held at Twin Towns Services Club, Tweed Heads from 17-18 September 2018.

OFFICER'S RECOMMENDATION

1. That Councillor Brooke Savige be authorised to attend the Australian Regional Development Conference.
2. That the Chief Executive Officer arrange for officer attendance at this conference as appropriate.

ITEM 1.1 AUSTRALIAN REGIONAL DEVELOPMENT CONFERENCE - REGIONAL - A17274640 (Cont.)

REPORT DETAIL

1. Background

Advice has been received that the Australian Regional Development Conference will be held at Twin Towns Services Club, Tweed Heads from 17-18 September 2018. Cr Brooke Savige has expressed an interest in attending this conference.

2. Explanation of Item

This annual conference will provide a platform to network and be part of the conversation on the learnings, solutions and challenges faced by regional and rural towns.

The conference theme is *Uncovering Regional Possibilities* with the aim to encourage out-of-the-box thinking and to learn from experts in the development of sustainable communities.

The topics to be discussed at the conference include:

- Government policy impacts: Federal, state or local council; the decentralisation of government offices; facilitating program transition; flexibility of programs and policy implementation.
- Land Water and Energy: Renewable energy and energy supply; natural resource management; food, agriculture and fisheries.
- Connecting Regional Australia: Transport logistics; telecommunications; and digital economy.
- Regional Liveability: Job creation and skilled migration; service delivery provision; housing affordability and urbanisation; education; cultural and entertainment; banking and finance; training; and engagement of industry sector opportunities.
- Community: Leadership; structuring a vibrant community; case studies; engagement and innovation.
- Regional Disruption: Solutions to decline in industry, innovation and entrepreneurship; population decline and demographic shift, challenges to economic development for aged-care.
- Attracting Business: Infrastructure, engagement, development and planning; long-term sustainability; attracting investment; and embracing entrepreneurship.

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

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

3.3 Policy Implications

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

3.4 Risk Management Implications

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 2018/19 Budget.

3.7 Economic Benefit

Topics associated with the conference will address a range of economic challenges facing local government.

ITEM 1.1 AUSTRALIAN REGIONAL DEVELOPMENT CONFERENCE - REGIONAL - A17274640 (Cont.)

3.8 Environmental Implications

Topics associated with the conference will address a range of environmental challenges facing local government.

3.9 Social Implications

Topics associated with the conference will address a range of social challenges facing local government.

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)

ITEM 3.1

QUARTER 4 OPERATIONAL PLAN REVIEW 2017/18 - REGIONAL

Meeting / Session: 3 CORPORATE SERVICES
Reference: A17265707: 24 July 2018 - **Refer Supporting Information A17265106**
Responsible Officer: DC, Accounting Services Manager (CEO Accounting Services)

Executive Summary

The purpose of this report is to present the Quarter 4 Operational Plan Review for 2017/18.

OFFICER'S RECOMMENDATION

That the Quarter 4 Operational Plan for 2017/18 be received.

ITEM 3.1 QUARTER 4 OPERATIONAL PLAN REVIEW 2017/18 - REGIONAL - A17265707 (Cont.)

REPORT DETAIL

1. Background

Every financial year Council must prepare and adopt an annual operational plan. The plan must be reported upon at regular intervals of not more than three months. The Quarter 4 report on the Operational Plan for 2017/18 is presented with an assessment of Council's achievements as measured against relevant key performance indicators along with an accompanying commentary for each Department of Council.

2. Explanation of Item

The fourth quarter report on the Operational Plan provides non-financial information on Council's performance as delivered by each Department. Included in this report are key performance indicator achievements and a commentary of activities undertaken during the quarter up to 30 June 2018.

3. Strategic Implications

3.1 Legislative/Legal Implications

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

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

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

3.4 Risk Management Implications

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

3.5 Delegated Authority Implications

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

3.6 Financial Implications

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

3.7 Economic Benefit

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

3.8 Environmental Implications

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

3.9 Social Implications

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

3.10 Consultation / Communication

The Executive Management Team, Managers and other key Council officers were involved in preparing the fourth quarter report.

SUPPORTING INFORMATION

Ref: [A17265106](#)

The following list of supporting information is provided for:

**ITEM 3.1
QUARTER 4 OPERATIONAL PLAN REVIEW 2017/18 -
REGIONAL**

#1 Quarter 4 Operational Plan Review 2017/18

ITEM 3.1 QUARTER 4 OPERATIONAL PLAN REVIEW 2017/18 - REGIONAL - A17265707 (Cont.)

#1 Quarter 4 Operational Plan Review 2017/18



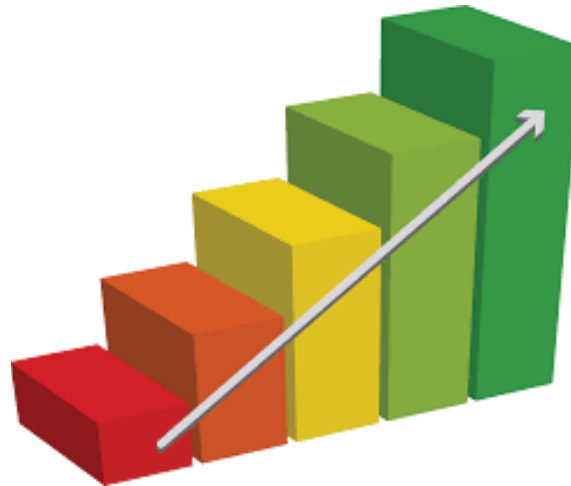
Quarter 4

Operational Plan Review

2017/18

ITEM 3.1 QUARTER 4 OPERATIONAL PLAN REVIEW 2017/18 - REGIONAL - A17265707 (Cont.)

Department Performance



Quarter 4 Review Operational Plan and Budget 2017/18 Report run Tuesday, 24 July 2018 at 2:43 PM

ITEM 3.1 QUARTER 4 OPERATIONAL PLAN REVIEW 2017/18 - REGIONAL - A17265707 (Cont.)

Financial and Project Services

Department: **Financial and Project Services**

Department Performance

Description	Units of Measure	KPI Target	YTD KPI Achieved
Amount of outstanding rates (excluding prepayments) at the end of each quarter	%	3.00	2.74
Obtain an unmodified external audit opinion for 2016/17	%	100.00	100.00
Liquidity - Target working capital ratio to be greater than 3	#	3.00	3.82
Maximise interest revenue on surplus cash invested with QTC and other financial institutions	%	2.75	2.40
Liquidity - Target cash expenses cover to be greater than 6 months	#	6.00	13.66
Fiscal Flexibility - Target interest cover to be greater than 6 months	#	6.00	19.57
Availability of corporate information systems during business hours	%	99.00	99.00
Internal customer satisfaction with corporate information systems	%	90.00	87.50
Availability of council's website	%	99.00	100.00

Performance Commentary

The majority of KPI's were achieved. The Corporate Systems project is progressing as scheduled.

ITEM 3.1 QUARTER 4 OPERATIONAL PLAN REVIEW 2017/18 - REGIONAL - A17265707 (Cont.)

Human Resources

Department: **Human Resources**

Department Performance

Description	Units of Measure	KPI Target	YTD KPI Achieved
Disputes that go to the Commission resolved in council's favour	%	90.00	100.00
Timeframe to fill a position no longer than 9 weeks	%	80.00	88.00

Performance Commentary

1 matter was referred to the commission and was resolved in Council's favour.
7 out of 59 positions exceeded 9 weeks to recruit.

ITEM 3.1 QUARTER 4 OPERATIONAL PLAN REVIEW 2017/18 - REGIONAL - A17265707 (Cont.)

Legal Services

Department: **Legal Services**

Department Performance

Description	Units of Measure	KPI Target	YTD KPI Achieved
Litigation satisfactorily resolved	%	90.00	100.00
Legal advice provided within agreed timeframes	%	100.00	95.00
Compliance with statutory and policy timeframes for Right To Information and Information Privacy applications and Complaints	%	95.00	98.00

Performance Commentary

Right to Information and Information Privacy application processing timeframes are currently being met. Staff constraints and priority work created by special projects, emergent issues and court/litigation matters has led to the need to prioritise work with some consequent delay for lower priority matters.

Department: **Office Of The CEO Directorate**

Department Performance

Description	Units of Measure	KPI Target	YTD KPI Achieved
Internal audit plan progressed as scheduled	%	100.00	100.00
Audit recommendations implemented	%	90.00	90.00
Customer satisfaction rating with regional visitor information centre experience	%	90.00	92.00
Tourist activity as measured by enquiries at Visitor Information Centres	#	80,000.00	14,400.00
Maintain / Increase in attendance at Council arranged events	%	10.00	10.00
Customer satisfaction with Council sponsored events	%	80.00	94.50
Council media releases utilised by media organisations	%	80.00	100.00

Performance Commentary continued next page.

ITEM 3.1 QUARTER 4 OPERATIONAL PLAN REVIEW 2017/18 - REGIONAL - A17265707 (Cont.)

Office Of The CEO Directorate

Performance Commentary cont.

Internal Audit:

Audit plan is on schedule subject to additions and deletions which have been brought to the attention of audit committee and subsequently noted by council.

Audit recommendations are being implemented in line with targeted dates.

Strategy & Engagement:

Maintain / Increase in attendance at Council arranged events:

Seven council-run events were conducted during the reporting period including three citizenship ceremonies, two facility openings and two divisional events. Overall events met and exceeded projected attendance and satisfaction. Highlights included the opening of Narangba Skate Park and Redcliffe Museum, as well as Teddy Bears Picnic at Murrumba Downs.

Customer satisfaction with Council sponsored events:

Council-sponsored events continued to maintain a high-level of positive community feedback. Council worked closely with MBRIT on sponsored events conducted during the quarter including Park Vibes, Business Conference Series 2, Hills Carnivale and Generate Festival. Together these events catered for more than 12 500 patrons with an average satisfaction rating of 94.5%.

Advertising:

Council placed 18 tender and public notice adverts during the quarter. With the commencement of the Moreton Life trail there has been a significant fall in the number and overall cost of advertising when compared to the same quarter of last financial year.

Media Releases:

Media releases continued to be well utilised, with a 100% conversion rate. Key publicity generated included feature stories on the beautification of Caboolture's Centenary Lakes, Redcliffe's museum extension and Murrumba Downs' Teddy Bears' Picnic.

Visitor Information Centres:

MBRIT is working to modernise the delivery of tourism promotion and services in Moreton Bay to compete against more established tourism centres in South East Queensland. The region is seeing record numbers of visitors, beyond VIC enquiries, which is being driven by a surging demand for online content that highlights key attractions, visitation hotspots, local businesses and event. Council is no longer responsible for the day-to-day operation and reporting of VICs. Customer satisfaction surveys were completed by MBRIT during the quarter, resulting in a 92% satisfaction rating overall with the centres.

ITEM 3.1 QUARTER 4 OPERATIONAL PLAN REVIEW 2017/18 - REGIONAL - A17265707 (Cont.)

Engineering, Construction and Maintenance Directorate

Department: **Engineering, Construction and Maintenance Directorate**

Department Performance

Description	Units of Measure	KPI Target	YTD KPI Achieved
Hours of disaster management training undertaken	#	1,000.00	1,117.50
Number of disaster management exercises conducted	#	4.00	5.00
Hectares of planned burns completed (5% of council land)	#	300.00	214.00
Numbers of Local Disaster Coordination Centre personnel meeting core training levels	#	50.00	124.00
Compliance of Local Disaster Management Plan with Emergency Management Assurance Framework	%	100.00	100.00
CCTV cameras and equipment to be fully operational	%	94.00	96.55
Police CCTV footage requests processed within agreed timeframes	%	95.00	100.00

Performance Commentary continued next page.

ITEM 3.1 QUARTER 4 OPERATIONAL PLAN REVIEW 2017/18 - REGIONAL - A17265707 (Cont.)

Engineering, Construction and Maintenance Directorate

Performance Commentary cont.

CCTV Cameras operational - Q4 - 968 cameras in total, 12 not working - 98.76%; YTD - 96.55%

QPS CCTV footage requests - Q4 - 57 police requests received and completed; YTD - 204 requests at 100%

The Public Safety and Security team received and processed the following general footage requests in the 2017/18 financial year:

- Internal - 249; External - 12; and QPS - 204

Disaster Management Training - YTD - 107 persons trained (665hrs)

Disaster Management Exercises - YTD - Exercise Coordinatis Conatu; Ex Moreton Storm v2, Exercise Mountain Recovery, Exercise Emergency Alert, Exercise Intercept - 133 persons (452.5hrs)

Fire Management prescribed burn program 2017/18 - YTD - 25 burns for 214 hectares of council owned land - 71.3% of target (target = 300 hectares).

- Asset Protection Zone blocks - 15
- Strategic Fire Advantage Zone blocks - 17
- Land Management Zone blocks - 5

124 staff meet the minimum core training requirements for disaster management - 104 LDCC and 20 evacuation centre staff.

Council's Local Disaster Management Plan (LDMP) is compliant with the Inspector-General Emergency Management's (IGEM) Emergency Management Framework (EMAF) as assessed on 14 September 2017.

ITEM 3.1 QUARTER 4 OPERATIONAL PLAN REVIEW 2017/18 - REGIONAL - A17265707 (Cont.)

Waste Services

Department: **Waste Services**

Department Performance

Description	Units of Measure	KPI Target	YTD KPI Achieved
Kerbside waste and recyclable waste bins collected as scheduled	%	100.00	99.97
Total tonnage of general and recyclable waste collected from kerbside bins that is recycled	%	22.00	23.44
Total tonnage of waste collected at waste facilities from residential and commercial premises (excluding kerbside bins collection) that is recycled	%	45.00	53.96

Performance Commentary

Kerbside bin services are slightly below KPI as some bins were missed on collection day and the contractor had to return to collect these bins within 24 hours of notification. A small number of kerbside bins were also missed as a result of road closures placing access restrictions on collection trucks.

Kerbside recycling and facilities recycling statistics are above KPI and recycling at the Waste Management Facilities is well above KPI.

ITEM 3.1 QUARTER 4 OPERATIONAL PLAN REVIEW 2017/18 - REGIONAL - A17265707 (Cont.)

Project Management and Construction

Department: **Project Management and Construction**

Department Performance

Description	Units of Measure	KPI Target	YTD KPI Achieved
Percentage of capital works program completed	%	100.00	92.00

Performance Commentary

Delivery of projects has continued. A number of projects have reached practical completion in the fourth quarter. There are a number of significant projects that were on track to reach practical completion by the end of the financial year, but were delayed by wet weather and will be completed in mid-July, these are:

1. Murrumba Downs - Dohles Rocks Road - Interchange Upgrade
2. Bunya - Jinker Track - Intersection Upgrade
3. Rothwell - Nathan Road - Sporting Stage 1 (wetlands & earthworks)

Monitoring of settlement of the Bunya - James Drysdale Reserve - Baseball Field Construction has continued with car parking construction underway.

Delay of commencement for the North Lakes - Activity Centre - Smart Car Parking Trial due to contractual negotiations.

Delay of developer commencement on the Caboolture - Cundoot Creek Drive - Bridge Contribution from IA approval and negotiations.

Finalisation of the Kurwongbah - Lakeside Raceway - Dam Wall Upgrade with works commencing in July 2018.

19 projects were unable to be completed due to external influences that delayed delivery, this equates to \$17.8M in project value out of the \$126M Project Management capital budget.

10 projects were still works in progress at 30 June 2018 which equate to \$4M, out of the \$126M PM capital budget.

There was \$2.9M from completed projects and savings realised.

Project Management delivered 426 projects valued at \$101.6M out of 455 allocated projects valued at \$106M. This equates to 92% of capital projects delivered against the program by 30 June 2018.

ITEM 3.1 QUARTER 4 OPERATIONAL PLAN REVIEW 2017/18 - REGIONAL - A17265707 (Cont.)

Infrastructure Planning

Department: **Infrastructure Planning**

Department Performance

Description	Units of Measure	KPI Target	YTD KPI Achieved
Customer requests addressed within the set response time	%	95.00	95.00
Planning projects are completed in the financial year prior to design	%	95.00	89.00

Performance Commentary

Customer Requests: For the period 1/4/2018 to 30/6/2018 approximately 95% of requests were completed within the required time frame.

Planning Projects:

A total of 9 projects were identified as requiring planning within 2017/18 prior to detailed design occurring in 2018/19. Planning was completed for 8 of the 9 projects.

The one project for which planning has not been finalised is highlighted below.

- 101165 Caboolture - Bluebell Park development: Planning approximately 80% complete.

ITEM 3.1 QUARTER 4 OPERATIONAL PLAN REVIEW 2017/18 - REGIONAL - A17265707 (Cont.)

Integrated Transport Planning and Design

Department: **Integrated Transport Planning and Design**

Department Performance

Description	Units of Measure	KPI Target	YTD KPI Achieved
Design program is completed in the financial year prior to construction	%	95.00	97.00

Performance Commentary

2017/18 target has been met as identified on the PMC Gantt chart. Acknowledge that new target is to be 95% of the design program completed by end of December in the financial year prior to construction.

ITEM 3.1 QUARTER 4 OPERATIONAL PLAN REVIEW 2017/18 - REGIONAL - A17265707 (Cont.)

Asset Maintenance

Department: **Asset Maintenance**

Department Performance

Description	Units of Measure	KPI Target	YTD KPI Achieved
Operations - Programmed roads maintenance activities completed in accordance with schedule	%	100.00	100.00
Operations - Road network customer requests completed within level of service timeframes	%	95.00	92.00
Operations - Programmed stormwater maintenance activities completed in accordance with schedule	%	100.00	95.00
Operations - Stormwater network customer requests completed within level of service timeframes	%	95.00	95.00
Operations - Programmed maritime facilities maintenance activities completed in accordance with schedule	%	100.00	100.00
Operations - Customer requests for marine related services completed within level of service timeframes	%	95.00	100.00
Operations - Programmed parks maintenance activities (mowing and landscaping) completed in accordance with schedule	%	100.00	100.00
Operations - Parks customer requests completed within level of service timeframes	%	95.00	96.20
Operations - Programmed parks inspection activities (playgrounds) completed in accordance with schedule	%	100.00	100.00
Building and Facilities - Graffiti removal requests completed in accordance with timeframes	%	95.00	100.00
Fleet - Light fleet is maintained in accordance with programmed maintenance service schedules	%	95.00	92.00
Fleet - Heavy fleet, plant and equipment is maintained in accordance with programmed maintenance service schedules	%	95.00	91.00
Fleet - Compliance with all Queensland Transport Statutory Regulations	%	100.00	100.00
Fleet - Small equipment is maintained in accordance with programmed maintenance service schedules	%	95.00	93.00
Building and Facilities - Programmed buildings and facilities maintenance activities completed in accordance with schedule	%	100.00	99.50
Building and Facilities - Customer requests addressed within the set response time	%	95.00	90.40

Performance Commentary continued next page.

Performance Commentary cont.

Fleet Services:

Fleet services have missed programmed maintenance service schedule targets for each of Heavy, Light and Small equipment fleet items. Fleet's workshops have been under resourced over the last six months due to the departure of several mechanics. This has been addressed recently with the recruitment of 3 full time mechanics and a Leading Hand into the Petrie workshop. Further, the non compliance of Council officers in presenting plant and equipment to the fleet workshops in the times specified is currently being addressed.

All Fleet 17/18 capital acquisitions have been delivered apart from three ACM machines for Waste services due to arrive early August 2018, Tender response evaluations and recommendations for the 18/19 replacement programs for Heavy and Light Fleet have been approved and adopted by Council. It is expected that the majority of the 18/19 replacement program will be delivered in the 1st half of the financial year.

Operations:

Operations have missed KPI targets for Road customer request close outs. The number of Road surface related customer requests hit high numbers in May and coupled with a change in process, a number of Customer Request completed by dates were not met. The process was altered later in the quarter and this has ensured targets will get back on track.

The stormwater maintenance schedules are behind due to issues with the CCTV trucks in particular the camera's. This is currently being reviewed and schedules are expected to be on track heading into the next quarter.

Buildings and Facilities:

Operations team KPIs fell this quarter owing to staffing vacancies. Recruitment for vacant positions has been occurring and 1 full time officer will commence in July which will assist in spreading the workload and ensuring KPI's are achieved.

Programmed Maintenance completed 0.5% under target where 2 contractors out of 25 missed completion target of 100%.

Graffiti team exceeded target this financial year achieving 100%.

Customer and Cultural Services

Department: **Customer and Cultural Services**

Department Performance

Description	Units of Measure	KPI Target	YTD KPI Achieved
Customer satisfaction with call centre service	%	95.00	93.00
Customer calls resolved at the first point of contact	%	90.00	93.00
Customer satisfaction with Customer Service Centre service	%	95.00	99.00
Customer enquiries resolved at the first point of contact	%	90.00	98.00
Customer satisfaction with library services and programs	%	90.00	97.00
Number of exhibitions delivered by Council's galleries	#	60.00	58.00
Number of exhibitions delivered by Council's museums	#	12.00	13.00
Customer satisfaction with gallery exhibitions and programs	%	90.00	94.00
Customer satisfaction with museum exhibitions and programs	%	90.00	96.00

Performance Commentary continued next page.

ITEM 3.1 QUARTER 4 OPERATIONAL PLAN REVIEW 2017/18 - REGIONAL - A17265707 (Cont.)

Customer and Cultural Services

Performance Commentary cont.

Customer Service

Customer satisfaction for Q4 and YTD = 93% each.
Target met for first call resolution for Q4 and YTD.

Customer Service Centres

Target exceeded for Overall Satisfaction and First Contact Resolution for Q4 and YTD.

Libraries

Customer satisfaction with Libraries is at 97%. Library customers reported being particularly happy with the assistance that staff provide to improve their digital literacy and support customers who are trying to operate devices.

Art Gallery Network

Caboolture Regional Art Gallery was closed for 6 weeks to repair the movable walls resulting in an exhibition being removed from the program.

Redcliffe Art Gallery ran *The Lynley Dodd Story* for two exhibition slots due to the supporting and extended collaborative programming with libraries. (NB: This exhibition had the highest daily attendance for this financial year).

Pine Rivers Art Gallery opened a new model of community exhibition in this quarter. *Tightrope* was an exhibition developed from a community call-out for artwork submissions reflecting the theme of environmental concerns and our personal responsibility. The resulting exhibition and opening event were an outstanding success, and of excellent quality. More exhibitions of this model are planned.

Redcliffe Art Gallery opened the Redcliffe Art Society's Exhibition of Excellence. This exhibition is a long standing event on the peninsula.

Caboolture Regional Art Gallery opened *Lawrence Daws: Held Close*. This signature exhibition was developed with the artist and Philip Bacon Galleries, who supported through the printing of an exhibition brochure. We also received a donation through the federal Cultural Gifts Program of a Daws painting that featured in the exhibition.

Performance Commentary cont.

Museum Network

Redcliffe Museum reopened on 25 May. The official mayoral opening was followed by a community open day, attended by almost 900 people. The refurbished museum features new displays throughout and new temporary exhibition gallery that was launched with a new exhibition about the region, The Streets We Live In.

Pine Rivers Heritage Museum opened Showtime! a history of the local shows throughout the region. The opening event was well attended by the Pine Rivers A H & I Society, representing the largest show in Queensland outside of Brisbane's Ekka.

Bribie Island Seaside Museum hosted Out of the Blue, an exhibition about an environmental success story. Featuring local artists, as well as artwork from Far North Queensland, the story is about a grass roots project that has made inroads into removing abandoned fishing gear from our oceans.

Property and Commercial Services

Department: **Property and Commercial Services**

Department Performance

Description	Units of Measure	KPI Target	YTD KPI Achieved
Tenancy rate of leased commercial/retail buildings	%	95.00	95.00
Tenancy rate of leased residential buildings	%	95.00	95.00
Attendance at the Caboolture Hub Learning and Business Centre	#	30,000.00	38,933.00
Customer satisfaction with Caboolture Hub Learning and Business Centre activities	%	85.00	96.10
Number of hirers of the Caboolture Hub Learning and Business Centre facilities	#	2,000.00	2,540.00
Number of scheduled swimming pool compliance audits	#	48.00	146.00
Number of equestrian events and activities held at QSEC	#	312.00	171.00
Number of people participating in equestrian events and activities held at QSEC	#	3,900.00	15,722.00
Usage of MSEC is within forecast rates	%	90.00	90.00
Patronage of swimming pools is within forecast rates	%	90.00	95.00
Number of scheduled MSEC compliance audits	#	4.00	5.00
Number of scheduled caravan park compliance audits (4 x 6 audits and 2 x 2 audits)	#	28.00	29.00
Patronage of caravan parks is within forecast rates	%	80.00	77.00
Number of events and activities conducted at Redcliffe Cultural Centre	#	204.00	204.00
Attendance at Redcliffe Cultural Centre	#	45,000.00	44,849.00
Number of tickets sold for events and activities at Redcliffe Cultural Centre	#	45,000.00	44,427.00

Performance Commentary continued next page.

Performance Commentary cont.

Caravan Parks

Occupancy average 17/18

BONGAREE	67%
BELLS	87%
BEACHMERE	75%
DONNYBROOK	78%
TOORBUL	79%
OVERALL average	77%

Redcliffe Cultural Centre

Figures include 6 week closure over Xmas 17/18 for scheduled maintenance works to rigging/stage.

Pools

Compliance audits occur monthly per pool (12 pools). Originally targeting quarterly.
Better than average seasonal weather contributed to solid attendances.

QSEC

Financial year saw a shift towards larger events - hence lower number of events and higher volumes of attendance.

MSEC

MSEC has undergone (and continues to undergo) significant transitional change on the back of the previous years' audit recommendations.
It is likely that future years will see a decrease in volume of bookings however an increase in net revenue. Fire at venue in December impacted usage marginally.

Department: **Regulatory Services**

Department Performance

Description	Units of Measure	KPI Target	YTD KPI Achieved
Private Certifier referrals assessed within statutory timeframes	%	100.00	100.00
Development activity customer requests completed within defined timeframes	%	90.00	97.55
Plumbing assessments completed within statutory timeframes	%	100.00	100.00
Animal Management - Customer requests responded to within 5 business days	%	95.00	97.00
Regulated Parking - Number of equivalent days of random patrols undertaken in designated areas (3 per week)	#	156.00	166.00
Pest Management - Customer requests responded to within 5 business days	%	95.00	98.00
Immunisation - Vaccination program rates exceed the State program average rates by at least 1%	%	85.00	95.00
Environment and Health Licensing - Customer requests responded to within 5 working days	%	95.00	98.10

Performance Commentary continued next page.

ITEM 3.1 QUARTER 4 OPERATIONAL PLAN REVIEW 2017/18 - REGIONAL - A17265707 (Cont.)

Regulatory Services

Performance Commentary cont.

Environment & Health Licensing

1526 customer requests were received during the quarter, with 98.1% responded to within 5 working days.

Immunisation

The most recent vaccination data published by the Australian Immunisation Register states Queensland's average vaccination rate as 94%. Moreton Bay Regional Council area has a recorded vaccination rate of 95%.

Regulated Parking

A total of 36 scheduled patrols were conducted throughout the region during the period with a total of 166 scheduled patrols completed for the financial year.

Animal Management

109 animal general customer requests were received during the period with 106 being responded to within the required time frame.

Pest Management Customer Requests

466 customer requests were received with 98% responded to within time during the quarter.

Private Certifier Referrals

All 43 properly made referrals made during the quarter were processed within the statutory time frame.

Development (Land Use) Customer Requests

1276 of the 1308 land use customer requests received during the quarter were responded to within the required time frame.

Plumbing Applications Processed

All of the 1110 properly made plumbing applications were assessed within the required time frame.

ITEM 3.1 QUARTER 4 OPERATIONAL PLAN REVIEW 2017/18 - REGIONAL - A17265707 (Cont.)

Community Services and Sport and Recreation

Department: **Community Services and Sport and Recreation**

Department Performance

Description	Units of Measure	KPI Target	YTD KPI Achieved
Engagement with community organisations by Council's Community and Customer Services department	#	2,500.00	3,389.50
Number of projects supported through Council's community grants program	#	140.00	136.00
Number of individuals supported through Council's community grants program	#	400.00	312.00
Percentage of available child care places filled at Birralee Child Care Centre	%	95.00	100.00
Participation rate in council sport and recreation programs	%	95.00	80.00
Percentage of Improvement Works Applications assessed within 5 working days	%	90.00	97.60
Attendance at Council's Community and Cultural development activities	#	5,000.00	7,987.00

Performance Commentary continued next page.

ITEM 3.1 QUARTER 4 OPERATIONAL PLAN REVIEW 2017/18 - REGIONAL - A17265707 (Cont.)

Community Services and Sport and Recreation

Performance Commentary cont.

Engagement with Community Organisations by Council's Community Services Unit:

A total of 1,234.50 (565 + 669.50) hours of support was provided to community organisations during quarter four; including assistance to apply to the Community Grants Program (669.50), to build the capacity of organisations to deliver activities for residents, and to facilitate connections and the sharing of information between organisations (565)

Community grants

Round 2 of Council's Community Grants program (including RADF) closed on 31 March 2018. The number of supported projects during Qtr 4 was 66.

86 individuals were supported through Council's Council's Community Grants Program in Qtr 4, consisting of 85 under the Individual Achievement Fund and 1 under the RADF Out of Round program.

Birralee Childcare Centre

Birralee Child Care Centre operated at 100% occupancy during quarter 4.

Sport & Recreation Programs

From April-June 2018 the Sport & Recreation Programs Team delivered 342 activities - 8756 places were available with 6671 bookings recorded.

Adventure Program - 202 activities (68 fully booked) - 3702 places available with 2575 bookings taken.

Spring in Your Step - 52 activities - 1560 places available with 1196 bookings taken.

Ramp Up - 20 activities - 624 places available with 478 bookings taken.

Active Holidays - 68 activities (44 fully booked) - 2870 places available with 2422 bookings taken.

Across all four quarters of the 2017/18 financial year, a total of 18,130 programs places were available, with 14492 bookings achieved (80%),

Community Leasing Improvement Works Applications (IWAs)

38 out of 42 IWAs were assessed within 5 days during quarter 4.

Across all four quarters of the 2017/18 financial year, a total of 165 IWAs were received, with 161 (97.6%) accessed within 5 working days.

Performance Commentary cont.

Attendance at community and cultural activities:

A total of 600 people participated in Council's community and cultural development activities during Quarter 4 including:

- Meetings were held with the Moreton Bay Regional Interagency (79), Murri Network (35), Yarning Circle (75), MBMAN (26), and Youth Matters (12).
- 6 Cultivate the Arts workshops were held, attended by 110 local artists and creative professionals.
- 2 information sessions were held at Toorbul as part of the Get Ready Toorbul project, attended by 24 residents. The project aims to upskill residents to better prepare for, respond to and recovery from disaster events. To date, 1 first aid session has been delivered as part of the project, with 18 residents participating.
- 1 information sessions was held in Caboolture as part of the Connected Communities Program, attended by 29 residents. The program aims to upskill residents through a series of workshops to develop and deliver community projects. One workshop has been delivered to date, with 12 residents participating.
- 1 free community event was delivered in partnership with Multicultural Development Australia as part of the Welcome Program, with 30 residents participating.
- 1 Cross-Cultural Training workshop was delivered with 25 participants attending.
- 15 artists participated in the Cultivate the Arts Intensive Program.
- 110 residents attended the Sustainability of Practice forum, designed for independent artists and delivered as part of Generate Festival.

ITEM 3.1 QUARTER 4 OPERATIONAL PLAN REVIEW 2017/18 - REGIONAL - A17265707 (Cont.)

Environmental Services

Department: **Environmental Services**

Department Performance

Description	Units of Measure	KPI Target	YTD KPI Achieved
Public participation in environmental programs and activities	#	32,000.00	41,000.00
Percentage of scheduled environmental assessments and monitoring completed	%	100.00	100.00

Performance Commentary

The new playground equipment installed at the CREEC has activated the site with over 4,000 visitors to CREEC during the quarter. Attendance across all the environment centres remained strong over the quarter with over 13,000 visitors including 2,500 school students. Eighteen active flying fox roost sites were monitored regionally. Three waste facilities and sixteen ibis roost sites were monitored regionally. The 2017/2018 stream health monitoring program was completed.

ITEM 3.1 QUARTER 4 OPERATIONAL PLAN REVIEW 2017/18 - REGIONAL - A17265707 (Cont.)

Development Services

Department: **Development Services**

Department Performance

Description	Units of Measure	KPI Target	YTD KPI Achieved
Code Assessable MCU / RAL applications decided within 35 business days	%	80.00	82.00
Code Assessable Operational Works applications decided within 20 business days	%	80.00	86.00
Survey Plan endorsements within 20 business days	%	80.00	98.00
Third Party Survey Plan endorsement within 5 business days (mb+)	%	80.00	100.00
Third Party Operational Works applications decided within 5 business days (mb+)	%	80.00	100.00
Customer Satisfaction Survey Results for Development Services rates service as good or excellent	%	80.00	86.00

Performance Commentary

Pleased to report that Development Services deliver all KPIs for Q4.

Department: **Strategic Planning**

Department Performance

Description	Units of Measure	KPI Target	YTD KPI Achieved
Deliver the Economic Development Action Plan for the Moreton Bay Region	%	100.00	75.00
Attract and establish businesses with employees greater than 20	#	20.00	17.00
Planned internal activities and projects completed	%	90.00	39.00
Customer Satisfaction Survey Results for Economic Development rates service as good or excellent	%	80.00	0.00

Performance Commentary

Customer Satisfaction Survey Results for Economic Development rates service as good or excellent

Not applicable as no specific survey was undertaken targeting Economic Development Customers.

Deliver the Economic Development Action Plan

Progress continues to made delivering the EDAP. Projects delivered early include the Infill Development Policy and Redcliffe Rail Corridor Investment Prospectus. A number of projects are still being developed and will be proceeding to Council workshops for review, consideration and guidance in the near future. These include Sister City Strategy, International Engagement Strategy and the Caboolture Events Precinct Investment and Attraction Strategy. We have also been advised some initial plan requirements no longer align with Corporate directions, these include Study Moreton Bay Strategy and Asia Ready Study. In 2018-19 there will be renewed focus to deliver and meet all existing requirements and these will also be reviewed in light of the ongoing development of the economic development framework for the Moreton Bay region and the MIT study into polycentric centres.

Attract and establish businesses with employees greater than 20

During 2017-18 Financial Year it is estimated, based on businesses that registered within the region (according to REMPLAN) that 17 new businesses, with estimated employees in excess of 20 people, established their businesses in the Moreton Bay Region.

Performance Commentary cont.

Planned Internal Activities and Projects completed

The following projects have not progressed on target for completion according to the Key Milestones set in the Operational Projects Plan due to the following reasons:

Morayfield South Structure Plan - This project has not progressed as initially planned due to the delay in the State Government responding to proposed Major amendment 1. The development of the concept structure plan was substantially complete in Q4, there was a significant delay in the commencement of the transport work due to the need for a council 2051 strategic model, this work is ongoing. Further, due to ongoing court cases in the area and the need to financially model the potential financial implications of all EC areas, the CIA, DLIA and ICSP for Morayfield south have not progressed.

Narangba East Structure Plan - This project has not progressed as initially planned due to the delay in the State Government responding to proposed Major amendment 1. The development of the concept structure plan has continued. Background reports/information has been prepared for environmental areas and corridors as well as land uses, open space and community facilities. Scopes of work for background reports for Traffic and Stormwater have been developed and the procurement process will take place next financial year.

Caboolture West Structure Plan - Area 2 - This project has not commenced as initially planned due to the delay in the State Government responding to proposed Major amendment 1, which will enable the progression of Cab West - Area 1. Further, work is underway to financially model the potential financial implications of all EC areas. The outcome of this work and subsequent council decision may alter the timing of this project.

Burpengary East Structure Plan - Buckley Road - This project has not progressed as initially planned due to the delay in the State Government responding to proposed Major amendment 1. The development of the concept structure plan has continued. Background reports/information has been prepared for environmental areas and corridors for the areas, as well as land uses, open space and community facilities. The LOG are currently undertaking the background report work for Stormwater Quality and Quantity. A scope of work for a Traffic background report has been developed and the procurement process will take place next financial year.

LGIP 2 (Overall Project & All Networks) - Project delay's experienced in Q2 and Q3 impact reporting for Q4. In Q4 Council resolved to commence the LGIP project and confirmed Network planning should commence using the current PIA. Further delays are being experienced due to the development of new planning assumptions for the LGIP. This delay was due to other workload priorities, mainly due to the need for planning assumptions for EC areas for a number of other council projects.

ITEM 3.1 QUARTER 4 OPERATIONAL PLAN REVIEW 2017/18 - REGIONAL - A17265707 (Cont.)

Strategic Planning

Performance Commentary cont.

LGIP 2 - Total Water Cycle Management Plan (TWCMP) - Phase 2 is complete.

Further delays are being experienced due to a delay in the development of new planning assumptions for the LGIP. This delay was due to other workload priorities, mainly due to the need for planning assumptions for EC areas for a number of other council projects.

Strategic Road Network Hierarchy Review (PS Overlay) - Work on this project has not commenced due to:

1. The delayed response from the State Government on Major amendment 1 has delayed the commencement of work on future planning scheme amendments.
2. Alternate workload priorities.

Major Amendment to Planning Scheme and PSP's No. 1 & Administrative and Minor amendment to Planning Scheme No. 4 - No response from the State Government has been received to date. A response was expected on 21 February 2018. This delay has had various impacts on workloads and other projects.

Coastal Hazard Adaptation Strategy - Delays have been experienced for a number of reasons including the formation of the community reference group, feedback received from LGAQ on Phase 1 and delays with Phase 3 - Storm Tide / Sea Level rise modelling is underway - not anticipated until mid-August.

Redcliffe Activity Centre Strategy - A change of project direction and scope has occurred for this project. The following activities have occurred during Q4:

- Review of responses to Redcliffe Economic Position Study and decision not to appoint consultant.
- Updated draft Redcliffe Economic Position Study brief prepared.
- Draft Planning, Environment & Legislative Review report.
- Draft Events audit and Development audit.
- Meeting with internal network stakeholders and Unity Water to support preparations of a draft Infrastructure Condition and Capacity Assessment report.

Kallangur Concept Plan - Project not progressed due to other work program priorities and project remains under investigation. Meeting with Divisional Councillor was held to discuss project scope and directions. Follow up meeting scheduled.

ITEM 3.1 QUARTER 4 OPERATIONAL PLAN REVIEW 2017/18 - REGIONAL - A17265707 (Cont.)

Strategic Planning

Performance Commentary cont.

Joyner Structure Plan - Project not progressed to schedule due to continuing landowner group delays in the delivery of critical investigation reports - flooding and drainage and traffic. Further delays are related to the late release of the State Koala Expert Panel Report.

The following activities have occurred:

- Significant progress on the outstanding critical investigation reports, now expected in draft in the next 5-10 days;
- Development of a Parks Needs Assessment;
- Review and refinement of the proposed boundaries for the green infrastructure corridor and site-based land use outcomes.

Warner Structure Plan - Matter is part of Major Amendment 1 and no response from the State Government has been received to date. A response was expected on 21 February 2018.

Significant work has occurred this quarter on the development, review and release of associated Coordinated Infrastructure Agreement and Development Land Infrastructure Agreement documents and intensive negotiations with landowners regarding relevant clauses and development outcomes of this documentation.

Revision of LGIP V2 Planning Assumptions and other work for LGIP V2 - The finalising of the LGIP V2 Planning Assumptions has been delayed to allow comparison with similar datasets been produced by various State departments and other agencies (e.g. QGSO, DSDMIP, Unity Water and TMR) to ensure alignment and consistency of approach, and to understand and investigate any potential differences and issues. MBRC's LGIP V2 assumptions will now be finalised by August 2018.

ITEM 3.1 QUARTER 4 OPERATIONAL PLAN REVIEW 2017/18 - REGIONAL - A17265707 (Cont.)

Executive Services

Department: **Executive Services**

Department Performance

Description	Units of Measure	KPI Target	YTD KPI Achieved
Compliance with statutory and corporate requirements for council meetings and decision making	%	100.00	100.00

Performance Commentary

All indicators have been achieved against the KPI

ITEM 3.2
CARRY OVER PROJECTS - 2017/18 TO 2018/19 - REGIONAL

Meeting / Session: 3 CORPORATE SERVICES
Reference: A17264015 : 24 July 2018 - Refer Supporting Information A17266148,
A17266146 & A17266147
Responsible Officer: DC, Accounting Services Manager (CEO Accounting Services)

Executive Summary

The purpose of this report is to identify the unspent capital and operational budget funds that are required to be carried over from 2017/18 into the 2018/19 financial year. Consequently, the budget for 2018/19 will be revised to take into account the carry over of these unspent budget funds.

OFFICER'S RECOMMENDATION

1. That the 2018/19 Capital Expenditure budget be revised to take into account the increase in expenses and revenues for the projects identified in supporting information #1 "Capital Expenditure - Carry Over Budget from 2017/18 into 2018/19".
2. That it be noted supporting information #2 identifies the carry over amount for Minor Works by Division and is included within supporting information #1.
3. That the 2018/19 Operational Projects as identified in supporting information #3 "Operating Expenditure - Carry Over Budget from 2017/18 into 2018/19" be revised to take into account the increase in expenses and revenues in the amounts indicated.

ITEM 3.2 CARRY OVER PROJECTS - 2017/18 TO 2018/19 - REGIONAL - A17264015 (Cont.)

REPORT DETAIL

1. Background

At the end of the 2017/18 financial year there were several projects identified as incomplete which will necessitate the unspent budget funds being carried over into 2018/19.

Only capital projects or operational projects subject to grant funding are eligible to have their unspent budget funds carried over.

Supporting information #1 "Capital Expenditure - Carry Overs from 2017/18 to 2018/19" lists the capital projects that have unspent budget funds required to be carried over. The amounts indicated (for revenues and expenses) will be added to the 2018/19 budget for each project.

For Minor Capital Works all unspent budget funds are being carried over into 2018/19. The supporting information, #2 "Minor Capital Works - Carry Overs from 2017/18 to 2018/19" identifies the applicable amounts.

Supporting information #3 "Operational Expenditure - Carry Overs from 2017/18 to 2018/19" lists the operational projects that have unspent budget funds required to be carried over. The amounts indicated (for revenues and expenses) will be added to the 2018/19 budget for each project.

2. Explanation of Item

The supporting information #1 "Capital Expenditure - Carry Overs from 2017/18 to 2018/19" indicates that \$25,837,296 (this includes minor capital works) in unspent budget funds is proposed to be carried over.

The increase in expenditure is somewhat offset by the expected revenue to be forthcoming in 2018/19 that relates to these capital projects. The revenue identified is in the amount of \$5,943,819.

The net Capital amount being carried over is in the amount of \$19,935,477.

To Summarise the capital expenditure budget for 2018/19 will be revised upwards by \$25,837,296 while capital revenues will be revised upwards by \$5,943,819.

Minor Capital Works Program

Any unspent budget funds for the Minor Capital Works Program at the end of 2017/18 will be carried over into 2018/19 as outlined in the supporting documentation #2 "Minor Capital Works - Carry Over Budget from 2017/18 to 2018/19".

Within each Division, if the total amount of expenditure for all projects exceeded the total revised budget allocation then the budget overspend will be adjusted (subtracted) from the 2018/19 Minor Capital Works Budget allocation for that Division. This occurred for Divisions 7 and 8 as indicated in the attachment.

Operational Carryovers

At the end of 2017/18, there were a few operational grant funded projects that will require a carry-over of either revenue and/or expenses. The report "Operational Expenditure - Carry Over Budget from 2017/18 to 2018/19" identifies the amounts required to revise the budget accordingly. Operational Project expenditure will be increased by \$142,565 while revenue will be increased by \$1,121,620 in the 2018/19 financial year.

3. Strategic Implications

3.1 Legislative/Legal Implications

There is no Legislative/Legal Implications arising as a direct result of this report.

3.2 Corporate Plan / Operational Plan

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

ITEM 3.2 CARRY OVER PROJECTS - 2017/18 TO 2018/19 - REGIONAL - A17264015 (Cont.)

3.3 Policy Implications

There are no Policy Implications arising as a direct result of this report

3.4 Risk Management Implications

The Council is subject to numerous financial risks particularly revenue and expenses throughout the financial year. The quarterly operational plan and budget reporting process assists in minimising and monitoring the financial risks in the delivery of its projects. As this report indicates the expected cash outflow to complete the projects during 2017/18 did not occur and will be managed accordingly during 2018/19.

3.5 Delegated Authority Implications

There are no Delegated Authority Implications arising as a direct result of this report.

3.6 Financial Implications

The proposed increase in expenditure for projects as listed in the supporting information is required as the budget funds allocated during 2017/18 were not fully spent and the projects are continuing into 2018/19. Only unspent budget funds for such projects can be carried over as the cash was not utilised as expected. The revising of each projects expenditure budget for 2018/19 aligns the budget with the expected cash outflow. The cash flow delay from 2017/18 to 2018/19 does not place any undue financial pressure on Council as a result.

3.7 Economic Benefit

The spending on infrastructure assists in stimulating economic activity in the region.

3.8 Environmental Implications

There are no Environmental Implications arising as a direct result of this report.

3.9 Social Implications

There are no Social Implications arising as a direct result of this report.

3.10 Consultation / Communication

Chief Executive Officer, Directors and Managers.

SUPPORTING INFORMATION

Ref: [A17266148](#), [A17266146](#) & [A17266147](#)

The following list of supporting information is provided for:

ITEM 3.2

CARRY OVER PROJECTS - 2017/18 TO 2018/19 - REGIONAL

#1 Capital Expenditure - Carry Over Budget from 2017/18 to 2018/19

#2 Minor Capital Works - Carry Over Budget from 2017/18 to 2018/19

#3 Operating Expenditure - Carry Over Budget from 2017/18 to 2018/19

Moreton Bay Regional Council

COORDINATION COMMITTEE MEETING
31 July 2018

PAGE 47
Agenda

ITEM 3.2 CARRY OVER PROJECTS - 2017/18 TO 2018/19 - REGIONAL - A17264015 (Cont.)

#1 Capital Expenditure - Carry Over Budget from 2017/18 to 2018/19

Project	Project Description	Division	Expenditure Budget to be revised in 2018/19	Revenue Budget to be revised in 2018/19
101997	Bellara - Sylvan Beach Esplanade - Car Park and Footpath Construction	01	180,000	0
102120	Woorim - Woorim Beach - Sand Back-Passing System	01	960,000	0
104909	Caboolture - Caboolture Waste Management Facility - Gas Management	01	182,000	0
105478	Banksia Beach - Harbour Promenade - Park Development	01	250,000	0
101824	Burpengary - Moreton Bay Central Sports Complex - Soccer	02	1,159,000	(503,991)
101827	Burpengary - Moreton Bay Central Sports Complex - Access Road	02	15,000	0
102253	Beachmere - Beachmere South Reserve - Tidal Channels and Crossing	02	30,000	0
101433	Caboolture - Cundoot Creek Drive - Bridge Contribution	03	5,394,000	0
102049	Caboolture - Centenary Lakes - Lake Water Supply Upgrade	03	333,000	0
102267	Caboolture - Cottrill Road - Road Upgrade	03	165,000	(1,316,498)
105538	Caboolture - James Street - Green Link Development	03	5,000	0
106002	Caboolture - Bishop Family Park - Park Construction	03	4,000	0
102030	North Lakes - Denison Parade Park - Playground Renewal	04	59,000	0
105234	North Lakes - Activity Centre - Smart Car Parking Trial	04	395,000	0
101309	Rothwell - Redcliffe Aerodrome - Lighting Upgrade	05	5,000	0
102024	Deception Bay - Fern Street Park - Playground Renewal	05	25,000	0
102054	Rothwell - Nathan Road - Sporting Stage 1	05	2,882,000	0
102200	Scarborough - Thurecht Park (DIA 12) - Drainage Upgrade	05	5,000	0
105276	Rothwell - Redcliffe Aerodrome - Car Parking / Hardstand Area	05	3,000	0
101586	Redcliffe - Redcliffe Jetty - Finger and Pontoon Renewal	06	286,000	0
102107	Redcliffe - Sutton Street - Placemaking Project	06	465,000	0
103620	Redcliffe - Redcliffe Cultural Centre - Loft Grid and Access	06	165,000	0
106345	Redcliffe - Redcliffe Administration Centre - Art Gallery	06	61,000	0
106469	Redcliffe - Redcliffe Cultural Centre - PA system upgrade	06	17,000	0
105712	Redcliffe - Klingner Road/Redcliffe Parade/Prince Ed Parade Intersection	06	0	(78,450)
102175	Kurwongbah - Lakeside Raceway - Dam Wall Upgrade	07	803,000	0
102213	Petrie - Wyllie Park - Riverbank Stabilisation	07	75,000	0
102296	Brendale - South Pine Sports Complex - Amenities Construction	09	118,000	0
105822	Strathpine - Wendy Allison Park - Lighting Upgrade	09	17,000	0
101311	Bunya - James Drysdale Reserve - Baseball Field Construction	10	2,762,000	0
101481	Bunya - Jinker Track - Intersection Upgrade	10	99,000	0
101497	Everton Hills - Camelia Avenue - Road Rehabilitation	10	320,000	0
101959	Ferny Hills - Ferny Hills Swimming Pool - Learn to Swim Pool	10	99,000	0
102118	Bunya - Bunya Waste Management Facility - Landfill Cells Construction	10	746,000	0
102252	Everton Hills - South Pine Road/Camelia Avenue/Pimelea Street	10	53,000	0
106279	Bunya - Bunya Waste Management Facility - Generator Installation	10	100,000	0
101568	Jollys Lookout - Mount Nebo Road - Road Remediation	11	1,076,000	0
101931	Narangba - Harris Avenue Sports Grounds - Skate Park Construction	11	48,000	0
106718	Samford Valley - Samford Parklands - Sewer Treatment Plant Upgrade	11	65,000	0
101757	Morayfield - Morayfield Indoor Sport and Events Centre - Expansion	12	3,139,000	0
101926	MBRC - Stormwater Infrastructure - Renewal and Upgrade Program	13	20,000	0
101952	Albany Creek - Albany Forest Drive - Road Upgrade	13	33,000	0
101995	Caboolture - Caboolture to Wamuran Rail Trail - Shared Pathway	13	1,581,000	0
102244	MBRC - Truck Turnarounds - Local Access Improvements Program	13	27,000	0
102178	MBRC - Heavy Vehicle Fleet - Replacement	13	270,000	0
101516	Murrumba Downs - Dohles Rocks Road - Interchange Upgrade	13	0	(4,044,880)
Total			24,496,000	(5,943,819)
Add: Minor Capital Works			1,341,296	
Grand Total			25,837,296	(5,943,819)

COORDINATION COMMITTEE MEETING
31 July 2018

PAGE 47
Agenda

Moreton Bay Regional Council

ITEM 3.2 CARRY OVER PROJECTS - 2017/18 TO 2018/19 - REGIONAL - A17264015 (Cont.)

#2 Minor Capital Works - Carry Over Budget from 2017/18 to 2018/19

	Original Budget 2017/18	Revised Budget 2017/18	Actuals 2017/18	Variance	Carryovers into 2018/19
Division 1	825,000	809,529	721,695	87,834	87,834
Division 2	825,000	870,080	819,428	50,652	50,652
Division 3	680,000	630,224	414,978	215,246	215,246
Division 4	825,000	1,152,929	1,096,015	56,914	56,914
Division 5	670,000	758,392	681,904	76,488	76,488
Division 6	830,000	963,091	803,314	159,777	159,777
Division 7	825,000	751,406	757,165	-5,759	-5,759
Division 8	825,000	904,669	920,795	-16,126	-16,126
Division 9	675,000	911,893	808,822	103,071	103,071
Division 10	825,000	981,316	711,607	269,709	269,709
Division 11	825,000	788,700	519,889	268,811	268,811
Division 12	825,000	783,336	708,659	74,677	74,677
Grand Total	9,455,000	10,305,565	8,964,269	1,341,296	1,341,296

Moreton Bay Regional Council

COORDINATION COMMITTEE MEETING
31 July 2018

PAGE 49
Agenda

ITEM 3.2 CARRY OVER PROJECTS - 2017/18 TO 2018/19 - REGIONAL - A17264015 (Cont.)

#3 Operating Expenditure - Carry Over Budget from 2017/18 to 2018/19

Project	Project Description	Division	Expenditure Budget to be revised in 2018/19	Revenue Budget to be revised in 2018/19
30238	First 5 Forever Literacy Initiative	13	65,554	0
30264	Animating Space Project	13	4,152	0
30267	Know Your Neighbours	13	5,369	(1,620)
30295	Digital Heritage Trail	13	15,000	0
33105	Automation Systems	13	52,490	0
106141	Samford Village - Main Street - Road Upgrade	11	0	(1,120,000)
			0	0
			142,565	(1,121,620)

4 ASSET CONSTRUCTION & MAINTENANCE SESSION

(Cr A Hain)

ITEM 4.1

THE PETRIE MILL REDEVELOPMENT SITE - NATURAL AREAS MAINTENANCE PROGRAM - DIVISION 7

Meeting / Session: 4 ASSET CONSTRUCTION & MAINTENANCE
Reference: A17085111 : 14 June 2018 - **Refer Confidential Supporting Information A17101060**
Responsible Officer: MM, Senior Technical Officer- Natural Areas (ECM Asset Maintenance)

Executive Summary

Tenders were called for 'The Petrie Mill Redevelopment Site - Natural Areas Maintenance Program', using the vendor panel arrangement MBRC005994 - Natural Areas Weed Control and Revegetation Services. Tenders closed on 8 June 2018, with four conforming submissions received.

It is recommended that the tender for the Petrie Mill Redevelopment Site - Natural Areas Maintenance Program be awarded to Barung Landcare Association for the sum of \$279,840 (excl. GST), as this offer represents the best overall value to Council.

OFFICER'S RECOMMENDATION

That the tender for the Petrie Mill Redevelopment Site - Natural Areas Maintenance Program, be awarded to Barung Landcare Association for the annual sum of \$279,840 (excl. GST).

ITEM 4.1 THE PETRIE MILL REDEVELOPMENT SITE - NATURAL AREAS MAINTENANCE PROGRAM - DIVISION 7 - A17085111 (Cont.)

REPORT DETAIL

1. Background

Natural areas maintenance programs address impacts of previous land use and weed management requirements, to maintain and enhance ecological resilience, ecosystem processes and biodiversity to improve ecosystem self-sustainability. Weed management also provides asset protection by reduction in ladder fuels, reduced risk of wildfire and enhanced land use, providing future opportunities for recreation and improved scenic amenity.

The Asset Maintenance section are responsible for the vegetation management of the northern end of the development site and the western riparian zones of the North Pine River. In total, this encompasses approximately 80ha of vegetated area including management areas referred to as School Road West, School Road East, Yebri Creek, Bickle Road West and Lakes Precinct.

2. Explanation of Item

Tenders were called for 'The Petrie Mill Redevelopment Site - Natural Areas Maintenance Program' (VP109094). Tenders closed on 8 June 2018, with four conforming submissions received. The tenders were assessed by a selection panel in accordance with Council's Procurement Policy and the selection criteria set out in the tender documentation. All tenders and their final weighting scores are tabled below (ranked from highest to lowest):

RANK	TENDERER	EVALUATION SCORE
1	Barung Landcare Association	100
2	Australian Wetlands	95.01
3	Austcare Environmental	92.98
4	Evolve Environmental	91.73

Barung Landcare Association - the submission from Barung Landcare Association meets all the requirements set out in the tender documentation. This company has extensive industry experience and workplace health and safety practices, including being in the process of gaining associated ISO accreditations. This submission was the lowest priced offer and received the highest evaluation score.

Australian Wetlands - the submission from Australian Wetlands met the criteria outlined in the tender documentation; however, the level of detail provided with regards to qualifications held, was not as extensive as other submissions received. This submission was the second lowest offer received.

Evolve Environmental - the submission from Evolve Environmental met the criteria outlined in the tender documentation; however, the level of detail provided with regards to qualifications held, was not as extensive as other submissions received. Evolve Environmental received high evaluation scores in workplace health and safety due to their associated ISO accreditations.

Austcare Environmental - the submission from Austcare Environmental met the criteria outlined in the tender documentation. The submission contained comprehensive details with regards to personnel experience and qualifications held. Austcare Environmental received high evaluation scores in workplace health and safety due to their associated ISO accreditations. This submission was the highest priced offer received.

3. Strategic Implications

3.1 Legislative/Legal Implications

Due to the value of the work being greater than \$200,000, a competitive tender process was undertaken through a Vendor Panel Arrangement using Council's panel arrangement MBRC005994 - Natural Area Weed Control and Revegetation Services, in accordance with the *Local Government Act 2009*.

ITEM 4.1 THE PETRIE MILL REDEVELOPMENT SITE - NATURAL AREAS MAINTENANCE PROGRAM - DIVISION 7 - A17085111 (Cont.)

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.

The project will be undertaken, with reference to the following policies:

- Koala Conservation Policy No: 35-2150-003
- Sustainability Policy No: 12-1250-044

3.4 Risk Management Implications

The financial status of the companies has been reviewed, with the preferred tenderer achieving a 'sound' financial capacity to deliver the proposed bushland restoration activities.

3.5 Delegated Authority Implications

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

3.6 Financial Implications

The financial status of the companies has been reviewed, with the preferred tenderer achieving a 'sound' financial capacity.

The recommended tender of \$279,840 (excl. GST) is within the overall budget allocation.

Works are expected to commence in August 2018 and extend over the period of the 2018/2019 financial year. Further requests for quotation will also be sought for slashing of tracks, trails, and open green space for the period of 2018/2019. There will be several other projects associated with the Asset Maintenance department, such as tree planting within the area of 'School Road West' to be allocated as Council's conservation reserve.

3.7 Economic Benefit

The economic benefit of the proposed maintenance project is increased land useability, improved land value, lower long-term asset maintenance costs.

3.8 Environmental Implications

The environmental outcomes of the proposed project include:

- Protection of remnant 'endangered' R.E. 12.5.3 *Eucalyptus racemosa subsp. racemosa* woodland on remnant tertiary surfaces
- Protection of remnant 'of concern' R.E. 12.3.11 *Eucalyptus tereticornis +/- Eucalyptus siderophloia, Corymbia intermedia* open forest on alluvial plains
- Improved ecological resilience and maintenance of ecosystem processes
- Improved wildlife corridor and improved animal movement opportunities
- Weed management, control of high impact / risk transformer species and reduction in weed seed bank. Compliance with MBRC general biosecurity obligations.
- Fire management

There are no negative environmental impacts associated with the proposed works.

ITEM 4.1 THE PETRIE MILL REDEVELOPMENT SITE - NATURAL AREAS MAINTENANCE PROGRAM - DIVISION 7 - A17085111 (Cont.)

3.9 Social Implications

The project will provide future opportunities for nature based recreation and opportunities for nature or environmental based community groups. There are no social disadvantages associated with the project.

3.10 Consultation / Communication

Consultation has taken place between Major Projects and Asset Maintenance to determine scope of maintenance works and service level delivery requirements and expectations.

SUPPORTING INFORMATION

Ref: A17101060

The following list of supporting information is provided for:

ITEM 4.1

**THE PETRIE MILL REDEVELOPMENT SITE - NATURAL AREAS MAINTENANCE PROGRAM -
DIVISION 7**

Confidential #1 Tender Evaluation

5 PARKS, RECREATION & SPORT SESSION

(Cr K Winchester)

ITEM 5.1

PROVISION OF LEASES TO THE STATE OF QUEENSLAND (REPRESENTED BY THE PUBLIC SAFETY BUSINESS AGENCY) - TOORBUL RURAL FIRE BRIGADE AND CLEAR MOUNTAIN RURAL FIRE BRIGADE - DIVISIONS 1 & 11

Meeting / Session: 5 PARKS, RECREATION & SPORT
Reference: A17227046 : 16 July 2018 - **Refer Supporting Information A17231648**
Responsible Officer: SN, Community Facilities Support Officer (CES Community Services, Sport & Recreation)

Executive Summary

The terms of the existing leases from the Council to The State of Queensland (represented by the Public Safety Business Agency) for the Toorbul Rural Fire Brigade, 22 First Avenue, Toorbul (refer supporting information #1) and Clear Mountain Rural Fire Brigade, 445 Clear Mountain Road, Clear Mountain (refer supporting information #2), have, or will soon expire.

This report seeks Council's approval to enter into new lease agreements to enable the continued delivery of rural fire brigade services at these locations.

OFFICER'S RECOMMENDATION

1. That the State of Queensland (represented by the Public Safety Business Agency) be granted a lease at 22 First Avenue, Toorbul for a period of 10 years, with an annual rental of \$1 (payable on demand).
2. That the State of Queensland (represented by the Public Safety Business Agency) be granted a lease at 445 Clear Mountain Road, Clear Mountain for a period of 10 years, with an annual rental of \$1 (payable on demand).
3. That the exception contained in section 236(1)(b)(i) of the Local Government Regulation 2012 applies to the Council regarding the disposal of the land referred to in recommendations 1 and 2.
4. That the Chief Executive Officer be authorised to take all action necessary to give effect to recommendations 1 and 2.

ITEM 5.1 PROVISION OF LEASES TO THE STATE OF QUEENSLAND (REPRESENTED BY THE PUBLIC SAFETY BUSINESS AGENCY) - TOORBUL RURAL FIRE BRIGADE AND CLEAR MOUNTAIN RURAL FIRE BRIGADE - DIVISIONS 1 & 11 - A17227046 (Cont.)

REPORT DETAIL

1. Background

The State of Queensland, represented by the Public Safety Business Agency (The State) has been a long-term tenant of Council, holding leases at 22 First Avenue, Toorbul (Toorbul Rural Fire Brigade) and 445 Clear Mountain Road, Clear Mountain (Clear Mountain Rural Fire Brigade) since 1 November 2008 and 1 July 1998 respectively. The Toorbul Rural Fire Brigade lease is due to expire on 31 October 2018, whilst the Clear Mountain Rural Fire Brigade lease expired on 30 June 2018, with the group continuing to operate on holding over terms.

These leases provide a base of operations for the Toorbul and Clear Mountain Rural Fire Brigades, both of which provide a valuable community and emergency service within their respective localities.

2. Explanation of Item

Council has received correspondence from the State seeking to establish new leases at both locations for a period of 10 years. The provision of these leases will enable the continued delivery of rural fire services in the Toorbul and Clear Mountain communities.

A review of the State's previous tenure history at these locations has confirmed that all relevant conditions of their lease agreements have been met. Accordingly, it is recommended that Council resolve to provide new leases for a period of 10 years, under Section 236(1)(b)(i) of the Local Government Regulation 2012 to enable the disposal of land and buildings to a government agency other than by way of tender or auction. Further, it is recommended that the Chief Executive Officer be authorised to take all action necessary to complete the new leases.

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)(i) of the Regulation will allow the Council to complete the disposal to the State other than by way of tender or auction.

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

There is no Council policy that specifically deals with the leasing of land or tenancies to government agencies, however the provisions of the Local Government Regulation 2012 as referred to in Section 3.1 of this report applies.

3.4 Risk Management Implications

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

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 complete the new leases.

3.6 Financial Implications

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

3.7 Economic Benefit

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

ITEM 5.1 PROVISION OF LEASES TO THE STATE OF QUEENSLAND (REPRESENTED BY THE PUBLIC SAFETY BUSINESS AGENCY) - TOORBUL RURAL FIRE BRIGADE AND CLEAR MOUNTAIN RURAL FIRE BRIGADE - DIVISIONS 1 & 11 - A17227046 (Cont.)

3.8 Environmental Implications

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

3.9 Social Implications

The provision of leases to The State will provide the local rural fire brigades with continued access to facilities from which to deliver rural fire brigade services for the benefit of the Toorbul and Clear Mountain communities.

3.10 Consultation / Communication

The matter has been discussed with the State Government and relevant Council officers.

SUPPORTING INFORMATION

Ref: A17231648

The following list of supporting information is provided for:

ITEM 5.1

PROVISION OF LEASES TO THE STATE OF QUEENSLAND (REPRESENTED BY THE PUBLIC SAFETY BUSINESS AGENCY) - TOORBUL RURAL FIRE BRIGADE AND CLEAR MOUNTAIN RURAL FIRE BRIGADE - DIVISIONS 1 & 11

#1 22 First Avenue, Toorbul - Lease Area (Red)

#2 445 Clear Mountain Road, Clear Mountain - Lease Area (Red)

ITEM 5.1 PROVISION OF LEASES TO THE STATE OF QUEENSLAND (REPRESENTED BY THE PUBLIC SAFETY BUSINESS AGENCY) - TOORBUL RURAL FIRE BRIGADE AND CLEAR MOUNTAIN RURAL FIRE BRIGADE (Cont.)

#1 22 First Avenue, Toorbul - Lease Area (Red)



ITEM 5.1 PROVISION OF LEASES TO THE STATE OF QUEENSLAND (REPRESENTED BY THE PUBLIC SAFETY BUSINESS AGENCY) - TOORBUL RURAL FIRE BRIGADE AND CLEAR MOUNTAIN RURAL FIRE BRIGADE (Cont.)

#2 445 Clear Mountain Road, Clear Mountain - Lease Area (Red)



**ITEM 5.2
RELOCATION AND PROVISION OF LEASE FOR THE UNIVERISTY OF THE THIRD
AGE (U3A) REDCLIFFE - TENANCY 2 REDCLIFFE ADMINISTRATION CENTRE -
DIVISION 6**

Meeting / Session: 5 PARKS, RECREATION & SPORT
Reference: A17233917 : 17 July 2018 - **Refer Supporting Information A17233948**
Responsible Officer: SN, Community Facilities Support Officer (CES Community Services, Sport & Recreation)

Executive Summary

This report seeks Council's approval for the provision of a lease to the University of the Third Age (U3A) Redcliffe over Tenancy 2 of the Redcliffe Administration Centre, 1 Irene Street Redcliffe (refer supporting information #1).

The proposed lease will take effect following the completion of the Redcliffe Administration Centre Redevelopment Project planned for the facility in the 2018/19 and 2019/20 financial years.

OFFICER'S RECOMMENDATION

1. That the University of the Third Age Redcliffe be granted a lease over Tenancy 2 at the Redcliffe Administration Centre, 1 Irene Street, Redcliffe (refer supporting information #1) for a period of five years in accordance with the terms and conditions of Council's Community Leasing Policy, with annual rental commencing at \$1 per annum.
2. That the grant of the lease referred to in Recommendation 1 be subject to University of the Third Age Redcliffe surrendering its existing lease for 157 Sutton Street, Redcliffe.
3. That the Chief Executive Officer be authorised to take all action necessary to give effect to recommendation 1, including but not limited to, executing the lease, following the completion of the Redcliffe Administration Centre Redevelopment Project.
4. 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 recommendation 1.

*ITEM 5.2 RELOCATION AND PROVISION OF LEASE FOR THE UNIVERISTY OF THE THIRD AGE (U3A)
REDCLIFFE - TENANCY 2 REDCLIFFE ADMINISTRATION CENTRE - DIVISION 6 - A17233917 (Cont.)*

REPORT DETAIL

1. Background

The University of the Third Age (U3A) Redcliffe was founded in 1987 and incorporated in 1988. Now comprising approximately 1000 members from the Redcliffe Peninsula and surrounding areas, the primary objective of the group is to provide educational and recreational programs for seniors. All programs are delivered by volunteer tutors / facilitators under genres including, but not limited to: arts, history, languages, music, health, wellness and social interaction.

Since 2003, U3A Redcliffe has operated from the second floor of a Council facility located at 157 Sutton Street, Redcliffe (Sutton Centre) under a community lease with Council. This lease is due to expire on 30 November 2021. Under the provisions of this lease agreement, Council can choose to relocate the U3A Redcliffe should a similar facility be made available, and provided to the group under similar terms and conditions.

In recent years, U3A Redcliffe has experienced significant membership growth and has cited constraints with their existing facility. Constraints identified by the group include: a lack of space to expand their programs; limited availability of accessible car parking; and challenges associated with accessing the second floor of the Sutton Centre following elevator failures.

2. Explanation of Item

Council has recently commenced a project to redevelop part of the Redcliffe Administration Centre building located at 1 Irene Street, Redcliffe (refer supporting information #1), to relocate the Redcliffe Art Gallery (Tenancy 1) and provide tenancy space for two community groups (Tenancies 2 and 3).

Tenancy 2 of the redeveloped facility has been identified as an opportunity for U3A to relocate from its existing second floor lease area at the Sutton Centre, to a larger and more suitable facility. This relocation would provide additional space to enable the expansion of U3A's programs to residents of the Moreton Bay region, as well as overcome operational and accessibility constraints at their current location.

Consultation has been undertaken with the U3A Redcliffe's Management Committee and members to ascertain the group's support, or otherwise, to relocate to Tenancy 2 of the Redcliffe Administration Centre (refer supporting information #1). Correspondence received by Council from U3A Redcliffe on 22 May 2018 has confirmed the group's support for such a proposal.

Accordingly, it is proposed that a lease over Tenancy 2 of the Redcliffe Administration Centre be provided to the U3A Redcliffe in accordance with the terms and conditions of Council's Community Leasing Policy, with annual rental commencing at \$1 per annum. Further, it is recommended that the provision of this lease be subject to U3A Redcliffe surrendering their existing lease over 157 Sutton Street, Redcliffe.

3. Strategic Implications

3.1 Legislative/Legal Implications

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 (14-2150-079).

*ITEM 5.2 RELOCATION AND PROVISION OF LEASE FOR THE UNIVERISTY OF THE THIRD AGE (U3A)
REDCLIFFE - TENANCY 2 REDCLIFFE ADMINISTRATION CENTRE - DIVISION 6 - A17233917 (Cont.)*

3.4 Risk Management Implications

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

3.5 Delegated Authority Implications

As per Officer's Recommendation 3 of this report, it is proposed that the Chief Executive Officer be authorised to take all action necessary to execute the new lease, following the completion of the Redcliffe Administration Centre Redevelopment Project.

3.6 Financial Implications

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

3.7 Economic Benefit

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

3.8 Environmental Implications

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

3.9 Social Implications

The issuing of a lease to the University of the Third Age (U3A) Redcliffe will provide the organisation with a facility from which to run and expand their operations for the benefit of the local community.

3.10 Consultation / Communication

The matter has been discussed with University of the Third Age Redcliffe, Council and relevant Council departments.

SUPPORTING INFORMATION

Ref: A17233948

The following list of supporting information is provided for:

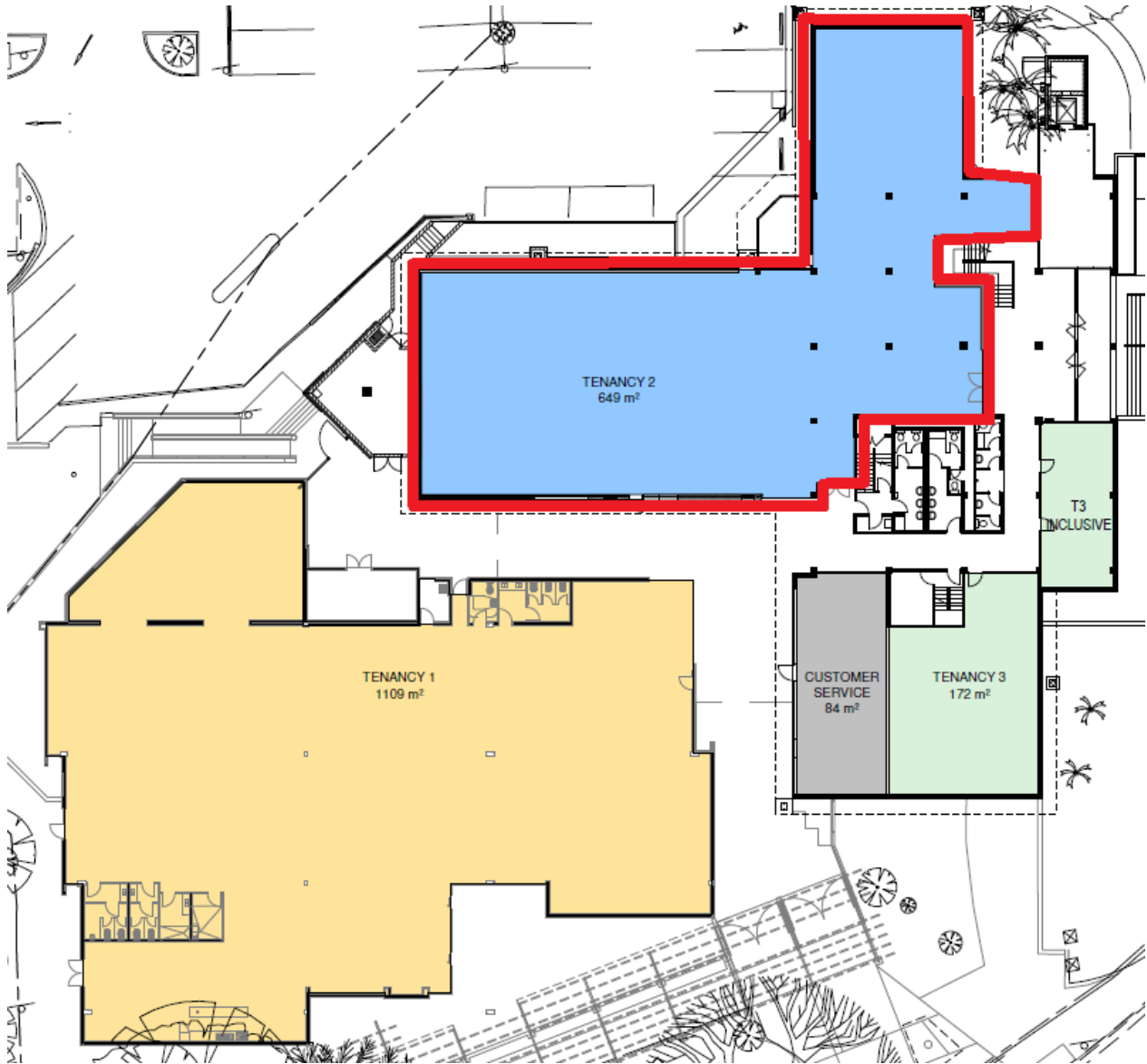
ITEM 5.2

**RELOCATION AND PROVISION OF LEASE FOR THE UNIVERISTY OF THE THIRD AGE (U3A)
REDCLIFFE - TENANCY 2 REDCLIFFE ADMINISTRATION CENTRE - DIVISION 6**

#1 Tenancy 2 - Redcliffe Administration Centre - 1 Irene Street, Redcliffe

ITEM 5.2 RELOCATION AND PROVISION OF LEASE FOR THE UNIVERISTY OF THE THIRD AGE (U3A)
REDCLIFFE - TENANCY 2 REDCLIFFE ADMINISTRATION CENTRE (Cont.)

#1 Tenancy 2 - Redcliffe Administration Centre - 1 Irene Street, Redcliffe



ITEM 5.3

OUTCOME OF EXPRESSIONS OF INTEREST - TENANCY 3 - REDCLIFFE ADMINISTRATION CENTRE - DIVISION 6

Meeting / Session: 5 PARKS, RECREATION & SPORT
Reference: A17195055 : 9 July 2018 - **Refer Supporting Information A17195686**
Responsible Officer: SN, Community Facilities Support Officer (CES Community Services, Sport & Recreation)

Executive Summary

Council called for expressions of interest (EOI) from not-for-profit community organisations to lease the space identified as Tenancy 3, located within the Redcliffe Administration Centre at 1 Irene Street, Redcliffe (refer supporting information #1). This lease will commence following completion of the Redcliffe Administration Centre Redevelopment Project.

This report seeks Council's approval to enter into a lease with the successful applicant under the EOI process, being S Triple C Redcliffe Inc., trading as the Redcliffe Seniors Computer Club.

OFFICER'S RECOMMENDATION

1. That S Triple C Redcliffe Inc., trading as the Redcliffe Seniors Computer Club, be granted a lease over Tenancy 3 at the Redcliffe Administration Centre, 1 Irene Street, Redcliffe for a period of five years in accordance with the terms and conditions of Council's Community Leasing Policy, with annual rental commencing at \$1 per annum.
2. That Council authorise the Chief Executive Officer to take all action necessary to give effect to recommendation 1, including but not limited to, executing the lease, following the completion of the Redcliffe Administration Centre Redevelopment Project.
3. That the exception contained in Section 236(1)(b)(ii) of the Local Government Regulation 2012 applies to Council regarding the disposal of the land referred to in recommendation 1.

ITEM 5.3 OUTCOME OF EXPRESSIONS OF INTEREST - TENANCY 3 - REDCLIFFE ADMINISTRATION CENTRE - DIVISION 6 - A17195055 (Cont.)

REPORT DETAIL

1. Background

Council has commenced a project to redevelop part of the Redcliffe Administration Centre building located on Council-controlled land at 1 Irene Street, Redcliffe (refer supporting information #1), to provide a new home for the Redcliffe Art Gallery (Tenancy 1) and tenancy space for two community groups (Tenancy 2 and 3).

In accordance with Council's Community Leasing Policy (No. 14-2150-079), Council may undertake an EOI process to select the most appropriate community organisation to receive tenure over a Council-controlled facility. As such, an EOI process was undertaken in June 2018 to identify a future community tenant for Tenancy 3 (refer supporting information #1).

2. Explanation of Item

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

- Moreton Bay Arts Council Inc.;
- Redcliffe Community Bus for Disabled or Aged Inc.;
- Redcliffe Historical Society Inc.; and
- S Triple C Redcliffe Inc., trading as the Redcliffe Seniors Computer Club.

Applications were reviewed by an assessment panel consisting of officers from Council's Community Services, Sport and Recreation Department and assessed against the following criteria:

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

As an outcome of this assessment process, it is recommended that a lease be offered over Tenancy 3 in accordance with the terms and conditions of Council's Community Leasing Policy, to S Triple C Redcliffe Inc., trading as Redcliffe Seniors Computer Club; and that this lease be prepared and executed following the completion of the Redcliffe Administration Centre Redevelopment Project.

S Triple C Redcliffe Inc., trading as Redcliffe Seniors Computer Club

Established in 2005, the Redcliffe Seniors Computer Club currently has approximately 250 members and is supported by 15 volunteers, comprising administrative staff and tutors. The group's primary objective is the provision of computer and digital literacy education and training to seniors within the Moreton Bay Region, however the group also facilitates valuable social interactions between members.

Currently, the group operates out of the Bellevue Park Scout Hall, however does not have formal tenure over this facility. The provision of a community lease will provide a stable and appropriate base of operations for the group, and enable the expansion of their services to meet community need.

Accordingly, it is proposed that a lease over Tenancy 3 of the Redcliffe Administration Centre be provided to the Redcliffe Seniors Computer Club in accordance with the terms and conditions of Council's Community Leasing Policy, with annual rental commencing at \$1 per annum.

3. Strategic Implications

3.1 Legislative/Legal Implications

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 5.3 OUTCOME OF EXPRESSIONS OF INTEREST - TENANCY 3 - REDCLIFFE ADMINISTRATION CENTRE - DIVISION 6 - A17195055 (Cont.)

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 (14-2150-079).

3.4 Risk Management Implications

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

3.5 Delegated Authority Implications

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

3.6 Financial Implications

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

3.7 Economic Benefit

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

3.8 Environmental Implications

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

3.9 Social Implications

The issuing of a lease to the Redcliffe Seniors Computer Club will provide the organisation with a facility from which to run and expand their operations for the benefit of the local community.

3.10 Consultation / Communication

The matter has been discussed with Council and relevant Council departments.

SUPPORTING INFORMATION

Ref: A17195686

The following list of supporting information is provided for:

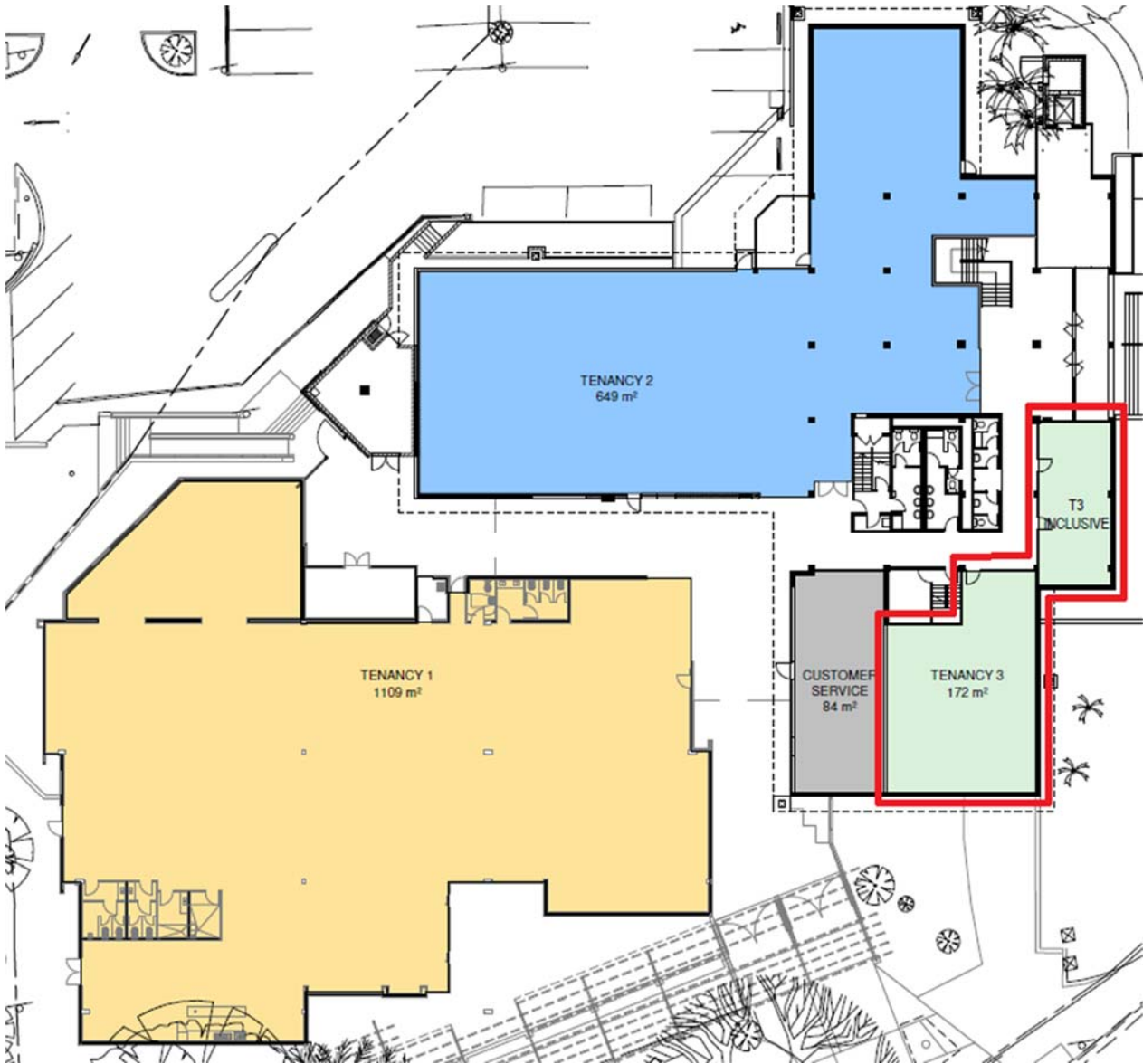
ITEM 5.3

**OUTCOME OF EXPRESSIONS OF INTEREST - TENANCY 3 - REDCLIFFE ADMINISTRATION
CENTRE - DIVISION 6**

#1 Tenancy 3 - Redcliffe Administration Centre - 1 Irene Street, Redcliffe

ITEM 5.3 OUTCOME OF EXPRESSIONS OF INTEREST - TENANCY 3 - REDCLIFFE ADMINISTRATION CENTRE
(Cont.)

#1 Tenancy 3 - Redcliffe Administration Centre - 1 Irene Street, Redcliffe - Proposed Tenancies



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

(Cr D Grimwade)

No items for consideration.

9 GENERAL BUSINESS

ANY OTHER BUSINESS AS PERMITTED BY THE MEETING CHAIRPERSON.

CLOSED SESSION (Confidential items)

(Resolution the meeting be closed under s275 of the Local Government Regulation 2012)

ITEM C.1 – CONFIDENTIAL

RENEWAL OF LEASE - 7 BRADFORD COURT, BRENDALE - DIVISION 9

Meeting / Session: 8 REGIONAL INNOVATION (Session Chair Cr D Grimwade)

Reference: A17236694 : 18 July 2018 - Refer **Confidential Supporting Information**
A17236735

Responsible Officer: AS, Enterprise and Investments Officer (CES Property & Commercial Services)

Basis of Confidentiality

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

Executive Summary

This report seeks Council's approval to renew a lease, on the terms outlined in this report, for 7 Bradford Court, Brendale.