



# REPORT

## Coordination Committee Meeting

**Tuesday 16 October 2018**  
commencing at 10.58am

Redcliffe Chambers  
Irene Street, Redcliffe

**ENDORSED GM20181016**

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### **CHAIRPERSON'S REPORT**

The recommendations contained within this report of the Coordination Committee meeting held 16 October 2018 are recommended to the Council for adoption.

COUNCILLOR ALLAN SUTHERLAND (MAYOR)  
CHAIRPERSON  
COORDINATION COMMITTEE

***Adoption Extract from General Meeting – 16 October 2018 (Page 18/2119)***

**12.1 Coordination Committee Meeting - 16 October 2018  
(Pages 18/2121 - 18/2160)**

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**RESOLUTION**

**Moved by Cr Adrian Raedel**

**Seconded by Cr Koliana Winchester**

**CARRIED 13/0**

**That the report and recommendations of the Coordination Committee meeting held 16 October 2018 be adopted.**

## LIST OF ITEMS

### 1 GOVERNANCE SESSION (Cr A Sutherland, Mayor)

**ITEM 1.1** 2122  
ATTENDANCE - 2019 AUSTRALIAN COASTAL COUNCILS CONFERENCE - REGIONAL  
**COMMITTEE RECOMMENDATION**  
REPORT DETAIL

**ITEM 1.2** 2125  
122ND ANNUAL LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND  
CONFERENCE - MORETON BAY REGIONAL COUNCIL - OBSERVER - REGIONAL  
**COMMITTEE RECOMMENDATION**  
REPORT DETAIL

### 2 PLANNING & DEVELOPMENT SESSION (Cr M Gillam)

### 3 CORPORATE SERVICES SESSION (Cr M Constance)

**ITEM 3.1** 2129  
AUDITED FINANCIAL STATEMENTS AND SUSTAINABILITY STATEMENTS FOR 2017/18  
- REGIONAL  
**COMMITTEE RECOMMENDATION**  
REPORT DETAIL

**ITEM 3.2** 2133  
MONTHLY REPORTING PACKAGE - SEPTEMBER 2018 - REGIONAL  
**COMMITTEE RECOMMENDATION**  
REPORT DETAIL

### 4 ASSET CONSTRUCTION & MAINTENANCE SESSION (Cr A Hain)

**ITEM 4.1** 2136  
CANAL ESTATES PORTFOLIO ASSET MANAGEMENT PLAN - REGIONAL  
**COMMITTEE RECOMMENDATION**  
REPORT DETAIL

**ITEM 4.2** 2140  
PETRIE MILL DEVELOPMENT - GYMPIE ROAD INTERSECTION UPGRADE - DIVISION 7  
**COMMITTEE RECOMMENDATION**  
REPORT DETAIL

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

**ITEM 5.1** 2145  
OUTCOME OF EXPRESSION OF INTEREST - 23 HAYES STREET CABOOLTURE -  
DIVISION 3  
**COMMITTEE RECOMMENDATION**  
REPORT DETAIL

# Moreton Bay Regional Council

COORDINATION COMMITTEE MEETING  
16 October 2018

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Report

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**ITEM 5.2** **2149**  
REDCLIFFE VOLUNTEER HUB - USER GROUP ELIGIBILITY AND HIRE FEES - DIVISION  
6

**COMMITTEE RECOMMENDATION**

REPORT DETAIL

**6 LIFESTYLE & AMENITY SESSION (Cr D Sims)**

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

**ITEM 7.1** **2153**  
RE-IMAGINING THE ROLE OF REGIONAL ECONOMIC CLUSTERS - REGIONAL

**COMMITTEE RECOMMENDATION**

REPORT DETAIL

**8 REGIONAL INNOVATION (Cr D Grimwade)**

**9 GENERAL BUSINESS**

**ITEM 9.1** **2158**  
INAUGURAL WALK TO D-FEET MOTOR NEURONE DISEASE - REGIONAL

**CLOSED SESSION (Confidential items)**

**ITEM C.1 – CONFIDENTIAL** **2160**  
ORORA LIMITED - PETRIE PAPER MILL - DEED OF VARIATION - THE PATHWAY  
FORWARD - REGIONAL

**COMMITTEE RECOMMENDATION**

**CLOSURE**

## ATTENDANCE & APOLOGIES

### Attendance:

#### Committee Members:

Cr Allan Sutherland (Mayor) (Chairperson)  
Cr Brooke Savige  
Cr Peter Flannery  
Cr Adam Hain  
Cr Julie Greer  
Cr James Houghton  
Cr Koliانا Winchester  
Cr Denise Sims  
Cr Mick Gillam  
Cr Mike Charlton (Deputy Mayor)  
Cr Matthew Constance  
Cr Darren Grimwade  
Cr Adrian Raedel

#### Officers:

Chief Executive Officer	(Mr Daryl Hitzman)
Director Community & Environmental Services	(Mr Bill Halpin)
Director Planning & Economic Development	(Mr Stewart Pentland)
Director Engineering, Construction & Maintenance	(Mr Tony Martini)
Accounting Services Manager	(Mr Denis Crowe)
Manager Legal Services	(Mr John Hall)
Meeting Support	(Ms Judy Henry)

### Apologies:

Nil

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**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:**

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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**

**ATTENDANCE - 2019 AUSTRALIAN COASTAL COUNCILS CONFERENCE - REGIONAL**

*Meeting / Session:* 1 GOVERNANCE  
*Reference:* A17633215 : 9 October 2018  
*Responsible Officer:* LK, Executive Support Officer (CEO Executive Services)

**Executive Summary**

This report seeks consideration of Councillor attendance to the 2019 Australian Coastal Councils Conference to be held from 6 to 8 March 2019 and hosted by Kiama Municipal Council, New South Wales.

**COMMITTEE RECOMMENDATION**

Moved by Cr Matt Constance

Seconded by Cr Mick Gillam

CARRIED 13/0

1. That Cr Peter Flannery be authorised to attend the 2019 Australian Coastal Councils Conference.
2. That the Chief Executive Officer arrange for Officer attendance at this Conference as appropriate.

ITEM 1.1 ATTENDANCE - 2019 AUSTRALIAN COASTAL COUNCILS CONFERENCE - REGIONAL - A17633215  
(Cont.)

### OFFICER'S RECOMMENDATION

1. That Cr Peter Flannery be authorised to attend the 2019 Australian Coastal Councils Conference.
2. That the Chief Executive Officer arrange for Officer attendance at this Conference as appropriate.

### **REPORT DETAIL**

#### **1. Background**

Advice has been received that the 2019 Australian Coastal Councils Conference is to be held in Kiama, New South Wales from Wednesday 6 to Friday 8 March 2019. Cr Peter Flannery has expressed his interest in attending.

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

The 2019 Australian Coastal Councils Conference will feature topics of relevance to all coastal stakeholders, including:

- Coastal planning and management
- Economic development strategies
- Issues affecting visitor accommodation options
- Coastal policy
- Tourism
- Sustainable coastal development

#### **3. Strategic Implications**

##### 3.1 Legislative/Legal Implications

There are no legislative/legal implications arising as a direct result of 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 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

Appropriate funds have been provided in the 2018/19 Budget.

##### 3.7 Economic Benefit

The conference will provide opportunity for networking with coastal planners, decision-makers and government agencies involved in coastal planning and management.

##### 3.8 Environmental Implications

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

*ITEM 1.1 ATTENDANCE - 2019 AUSTRALIAN COASTAL COUNCILS CONFERENCE - REGIONAL - A17633215  
(Cont.)*

3.9 Social Implications

The conference program will feature topics of relevance to the Moreton Bay Region community.

3.10 Consultation / Communication

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



**ITEM 1.2**

**122ND ANNUAL LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND  
CONFERENCE - MORETON BAY REGIONAL COUNCIL - OBSERVER - REGIONAL**

*Meeting / Session:* 1 GOVERNANCE  
*Reference:* A17682342 : 10 October 2018  
*Responsible Officer:* LK, Executive Support Officer (CEO Executive Services)

**Executive Summary**

This report seeks consideration of Cr Allan Sutherland (Mayor) to attend as an observer to the 2018 Local Government Association of Queensland (LGAQ) Conference to be held in Brisbane from 29-31 October 2018.

**COMMITTEE RECOMMENDATION**

**Moved by Cr Mike Charlton (Deputy Mayor)**

**Seconded by Cr Matt Constance**

**CARRIED 13/0**

1. That Cr Allan Sutherland (Mayor) be authorised to attend the 2018 Local Government Association of Queensland (LGAQ) Conference as an observer.
2. That Cr Allan Sutherland (Mayor) be Council's delegate in the place of the Deputy Mayor Cr Mike Charlton on Wednesday 31<sup>st</sup> October 2018.

ITEM 1.2 122ND ANNUAL LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND CONFERENCE - MORETON BAY REGIONAL COUNCIL - OBSERVER - REGIONAL - A17682342 (Cont.)

**OFFICER'S RECOMMENDATION**

That Cr Allan Sutherland (Mayor) be authorised to attend the 2018 Local Government Association of Queensland (LGAQ) Conference as an observer.

**REPORT DETAIL**

**1. Background**

At the Coordination Committee Meeting held 10 April 2018, Council authorised the attendance of Councillors Mike Charlton (Deputy Mayor), James Houghton, Adam Hain, Denise Sims, Darren Grimwade, Matt Constance and Adrian Raedel to the 2018 LGAQ Conference.

The following resolution appears on Minute Page 18/694 of the General Meeting of Council held 10 April 2018.

Ex. Coordination Committee held 10 April 2018 (Page 18/697)

COMMITTEE RECOMMENDATION

1. That Councillors Mike Charlton (Deputy Mayor), James Houghton, Adam Hain, Denise Sims, Darren Grimwade, Matt Constance and Adrian Raedel be appointed to attend the 122<sup>nd</sup> Annual Local Government Association of Queensland Conference.
2. That the Chief Executive Officer arrange for officer attendance at this conference as appropriate.

Further, at the Coordination Committee Meeting held 14 August 2018, Council authorised the submission of a motion to the 2018 LGAQ Conference, and attendance of Councillors Mike Charlton (Deputy Mayor) and Adrian Raedel as Council's Delegates, and Councillors Houghton, Hain, Sims, Grimwade and Constance as observers.

The following resolution appears on Minute Page 18/1708 of the General Meeting of Council held 14 August 2018.

Ex. Coordination Committee held 14 August 2018 (Page 18/1713)

COMMITTEE RECOMMENDATION

1. That the Chief Executive Officer be authorised to submit the motion contained in this report for inclusion in the 2018 Local Government Association of Queensland (LGAQ) Conference agenda.
2. That Cr Mike Charlton (Deputy Mayor) and Cr Adrian Raedel be Council's Delegates to the 2018 Local Government Association of Queensland (LGAQ) Conference.
3. That Councillors Houghton, Hain, Sims, Grimwade and Constance attend the 2018 Local Government Association of Queensland (LGAQ) Conference as observers.

**2. Explanation of Item**

The LGAQ Conference provides an important opportunity for Councils to network and learn, and debate and vote on new policy. The event also serves as the Association's Annual General Meeting.

Subsequent to the previous reports, Councillor James Houghton has withdrawn his attendance to the 2018 LGAQ Conference.

*ITEM 1.2 122ND ANNUAL LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND CONFERENCE - MORETON BAY REGIONAL COUNCIL - OBSERVER - REGIONAL - A17682342 (Cont.)*

Cr Allan Sutherland (Mayor) seeks consideration of attendance as an observer to the 2018 LGAQ Conference.

### **3. Strategic Implications**

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

There are no legislation/legal implications directly arising from this report.

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

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

#### **3.3 Policy Implications**

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

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

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

#### **3.5 Delegated Authority Implications**

There are no delegated authority implications arising from this report.

#### **3.6 Financial Implications**

Funds have been provided in the 2018/19 Budget.

#### **3.7 Economic Benefit**

Topics and motions associated with the conference will address a range of economic factors in local government.

#### **3.8 Environmental Implications**

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

#### **3.9 Social Implications**

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

#### **3.10 Consultation / Communication**

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

**2 PLANNING & DEVELOPMENT SESSION**

**(Cr M Gillam)**

No items for consideration.

**ATTENDANCE**

Mr Denis Crowe attended the meeting at 11.02am for Items 3.1 and 3.2.

**3 CORPORATE SERVICES SESSION**

**(Cr M Constance)**

**ITEM 3.1**

**AUDITED FINANCIAL STATEMENTS AND SUSTAINABILITY STATEMENTS FOR 2017/18 - REGIONAL**

*Meeting / Session:* 3 CORPORATE SERVICES

*Reference:* A17671928: 9 October 2018 - **Refer Supporting Information A17671298**

*Responsible Officer:* DC, Accounting Services Manager (CEO Accounting Services)

**Executive Summary**

The purpose of this report is to present the Council's Audited Financial Statements for 2017/18, the audited current year financial sustainability statement and the long term financial sustainability statement.

**COMMITTEE RECOMMENDATION**

Moved by Cr Adrian Raedel

Seconded by Cr Mike Charlton (Deputy Mayor)

**CARRIED 13/0**

1. That the 2017/18 audited financial statements, the audited current year financial sustainability statement and the long term financial sustainability statement be received.
2. That Council acknowledge the co-operation of the Queensland Audit Office during the 2017/18 audit.

ITEM 3.1 AUDITED FINANCIAL STATEMENTS AND SUSTAINABILITY STATEMENTS FOR 2017/18 - REGIONAL - A17671928 (Cont.)

### OFFICER'S RECOMMENDATION

1. That the 2017/18 audited financial statements, the audited current year financial sustainability statement and the long term financial sustainability statement be received.
2. That Council acknowledge the co-operation of the Queensland Audit Office during the 2017/18 audit.

### **REPORT DETAIL**

#### **1. Background**

The Financial Statements have been prepared in accordance with Australian Accounting Standards and Interpretations issued by the Australian Accounting Standards Board and the *Local Government Act 2009* and the Local Government Regulation 2012.

The Financial Statements cover the period 1 July 2017 to 30 June 2018.

The current year financial sustainability statement and the long term financial sustainability statement have been prepared in accordance with the Local Government Regulation 2012.

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

At the Audit Committee meeting held on 8 August 2018 the Draft Financial Statements, the current year financial sustainability statement and the long term financial sustainability statement were presented for review.

After this meeting the financial statements and sustainability statements were provided to the Queensland Audit Office (QAO) on 17 August 2018 for auditing.

Following the onsite audit visit by QAO the financial statements and sustainability statements were presented to the Audit Committee meeting held on 26 September 2018 for final review prior to management signing.

Management signed the financial statements and sustainability statements on 2 October 2018 following which QAO certified the financial statements and current year sustainability statement on 8 October 2018.

QAO provided the following opinion regarding the financial statements (exert from Independent Auditor Report),

- a) gives a true and fair view of the Council's financial position as at 30 June 2018, and of its financial performance and cash flows for the year then ended
- b) complies with the *Local Government Act 2009*, the Local Government Regulation 2012 and Australian Accounting Standards.

Additionally, QAO provided the following opinion regarding the current year financial sustainability statement,

- a) the current year financial sustainability statement of Moreton Bay Regional Council for the year ended 30 June 2018 has been accurately calculated.

#### **3. Strategic Implications**

##### 3.1 Legislative/Legal Implications

There are several legislative requirements regarding the preparation and audit of the financial statements under the *Local Government Act 2009* and the Local Government Regulation 2012.

Specifically, section 212 of the Local Government Regulation states:

ITEM 3.1 AUDITED FINANCIAL STATEMENTS AND SUSTAINABILITY STATEMENTS FOR 2017/18 - REGIONAL - A17671928 (Cont.)

- (1) A local government's general purpose financial statement and current-year financial sustainability statement for a financial year must be given to the auditor-general for auditing.
- (2) Also, a local government's long-term financial sustainability statement for the financial year must be given to the auditor-general for information.
- (3) The financial statements mentioned in subsections (1) and (2) must be given to the auditor-general by a date agreed between the chief executive officer and the auditor-general.
- (4) The date agreed under subsection (3) must allow the audit of the financial statements, and the auditor-general's audit report about the statements, to be completed no later than 4 months after the end of the financial year to which the statements relate.
- (5) The financial statements given to the auditor-general must be accompanied by a certificate in the approved form given by the mayor and chief executive officer, certifying whether, in their opinion—
  - (a) in relation to the general purpose financial statement—
    - (i) any requirements prescribed under the Act or another Act for establishing and keeping the local government's accounts have been complied with in all material respects; and
    - (ii) the statement presents a true and fair view, in compliance with the prescribed accounting standards, of the local government's transactions for the financial year and financial position at the end of the year; and
  - (b) in relation to the current-year financial sustainability statement and the long-term financial sustainability statement—the statements have been accurately calculated.

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

Management are responsible for ensuring the financial statements are prepared in accordance with Australian Accounting Standards issued by the Australian Accounting Standards Board and for ensuring its policies outlined in the financial statements are in accordance with those standards.

3.4 Risk Management Implications

Management make significant judgements and assumptions in the formulating of certain accounting estimates relating to:

- Measuring fair values of financial assets and liabilities in accordance with relevant accounting standards
- Assessing for indicators of possible impairment of assets.
- Reviewing useful lives and residual values for property, plant and equipment, intangibles and the allocation of depreciation and amortisation on a systematic basis over the estimated useful lives of the assets.
- Measuring accruals and provisions for restoration and employee entitlements
- Assessing whether material contingent assets and liabilities exist.

Management believe that these judgements and assumptions are reasonable and supportable through extensive work-papers which are compiled and submitted to QAO as part of the audit review process. QAO found no issues with the work papers provided.

3.5 Delegated Authority Implications

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

*ITEM 3.1 AUDITED FINANCIAL STATEMENTS AND SUSTAINABILITY STATEMENTS FOR 2017/18 - REGIONAL - A17671928 (Cont.)*

3.6 Financial Implications

The Financial Statements present the Council's financial performance, position, change in equity and cash flow as at 30 June 2018. Comparative amounts are provided for the previous financial year. The current year audited financial sustainability statement indicates that Council is in a strong financial position.

The cost to Council for the 2017/18 external audit will be in the amount of \$230,000 (GST exclusive) as per the external audit plan.

3.7 Economic Benefit

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

3.8 Environmental Implications

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

3.9 Social Implications

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

3.10 Consultation / Communication

Audit Committee, Chief Executive Officer, Manager Financial and Project Services, Queensland Audit Office.



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**ITEM 3.2**  
**MONTHLY REPORTING PACKAGE - SEPTEMBER 2018 - REGIONAL**

*Meeting / Session:* 3 CORPORATE SERVICES  
*Reference:* A17666718: 8 October 2018 - **Refer Supporting Information A17666666**  
*Responsible Officer:* DW, Coordinator Management Accounting (CEO Accounting Services)

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**Executive Summary**

The purpose of this report is to present the Financial Reporting Package for the year to date period ending 30 September 2018.

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**COMMITTEE RECOMMENDATION**

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Moved by Cr Adrian Raedel

Seconded by Cr Koliana Winchester

**CARRIED 13/0**

That the Financial Reporting Package for the year to date period ending 30 September 2018 be received.

ITEM 3.2 MONTHLY REPORTING PACKAGE - SEPTEMBER 2018 - REGIONAL - A17666718 (Cont.)

**OFFICER'S RECOMMENDATION**

That the Financial Reporting Package for the year to date period ending 30 September 2018 be received.

**REPORT DETAIL**

**1. Background**

The Financial Reporting Package for the month ending 30 September 2018 is contained within the supporting information to this report.

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

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

**2. Explanation of Item**

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

**3. Strategic Implications**

3.1 Legislative/Legal Implications

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

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

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

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

3.4 Risk Management Implications

The Council is subject to numerous risks associated with revenue and expenses that can impact upon Councils financial performance and position. Those risks are documented and evaluated as part of the operational plan preparation in conjunction with the annual budget cycle.

*ITEM 3.2 MONTHLY REPORTING PACKAGE - SEPTEMBER 2018 - REGIONAL - A17666718 (Cont.)*

3.5 Delegated Authority Implications

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

3.6 Financial Implications

As at the end of September 2018 Council's operating surplus is \$19.71 million and the capital expenditure incurred amounted to \$23.97 million (excluding the University Project).

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

Chief Executive Officer, Manager Financial and Project Services and Accounting Services Manager.

**ATTENDANCE**

Mr Denis Crowe left the meeting at 11.05am after consideration of Item 3.2.

**4 ASSET CONSTRUCTION & MAINTENANCE SESSION**

**(Cr A Hain)**

**ITEM 4.1**

**CANAL ESTATES PORTFOLIO ASSET MANAGEMENT PLAN - REGIONAL**

*Meeting / Session:* 4 ASSET CONSTRUCTION & MAINTENANCE

*Reference:* A17561212 : 12 September 2018 - **Refer Supporting Information A15445112**

*Responsible Officer:* JF, Coordinator Asset Management (ECM Infrastructure Planning)

**Executive Summary**

The purpose of this report is to seek Council's adoption of the Canal Estates Portfolio Asset Management Plan (CEPAMP). This asset management plan represents one of 19 asset portfolios identified within Council's Strategic Asset Management Plan (SAMP).

**COMMITTEE RECOMMENDATION**

**Moved by Cr Brooke Savige**

**Seconded by Cr Matt Constance**

**CARRIED 13/0**

**That the Canal Estates Portfolio Asset Management Plan be adopted, as attached to this report.**

ITEM 4.1 CANAL ESTATES PORTFOLIO ASSET MANAGEMENT PLAN - REGIONAL - A17561212 : 12 September 2018 - Refer Supporting Information (Cont.)

## OFFICER'S RECOMMENDATION

That the Canal Estates Portfolio Asset Management Plan be adopted, as attached to this report.

### **REPORT DETAIL**

#### **1. Background**

In accordance with section 167(1) of the Local Government Regulation 2012, Council is required to prepare and adopt a Long-Term Asset Management Plan. In 2017, Council adopted an overarching Strategic Asset Management Plan (SAMP) as part of a revised strategic asset management framework. The revised strategic asset management framework encompassed the following items:

- Infrastructure Asset Management Policy (Policy No. 12-2150-043)
- Strategic Asset Management Plan
- Portfolio Asset Management Plans (representing 19 asset portfolios)

The SAMP is based on the following strategies:

- Optimising maintenance and renewal practices
- Prioritising investment to achieve maximum value
- Validating investment decisions to confirm funds are being spent effectively
- Identifying lower lifecycle cost solutions
- Managing risk to an appropriate level
- Capturing and monitoring the current condition of infrastructure assets and predicting future condition

Canal Estates represents one of the 19 asset portfolios.

The attached CEPAMP outlines MBRC's approach to managing and maintaining canal estate assets. The processes and principles outlined in this plan will improve the management of MBRC's canal estate assets and the service delivered to the community.

The Queensland Audit Office (QAO) has highlighted that the financial data for asset renewal, upgrades and new assets needs to be revised annually to inform Council's Long-term Financial Forecast (LTFF). The Strategic Asset Management Framework and supporting Portfolio Asset Management Plans will provide annual updates to inform the LTFF, thereby addressing this issue.

The adoption of the CEPAMP will assist MBRC in meeting its legislative compliance obligations and assist the management of its canal estate assets.

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

There are three canal estates located at Newport Waterways (Scarborough), Bribie Gardens (Bellara) and Pacific Harbour (Banksia Beach). It is important to ensure that these assets are managed in the most cost-effective manner over the asset lifecycle to provide the required level of service to the community while managing risk appropriately.

In relation to assets, the CEPAMP notes the following:

*The primary function of a canal is to provide navigable access and safe mooring within a waterfront residential estate. Canals are artificial waterways and are managed differently to natural waterways.*

*Canal estate assets are managed in accordance with MBRC Canal Long Term Maintenance Plans (LTMPs) and guidelines as published on Council's website.*

*The CEPAMP considers public assets only. The CEPAMP does not include private assets such as revetment walls fronting private properties, private gangways and pontoons as these assets are the responsibility of the relevant private property owner.*

ITEM 4.1 CANAL ESTATES PORTFOLIO ASSET MANAGEMENT PLAN - REGIONAL - A17561212 : 12 September 2018 - Refer Supporting Information (Cont.)

*Public assets such as public jetties and boat ramps that occur within canal estates will be covered in the Coastal Facilities AMP. Stormwater outlets that discharge into the canals are covered under the Drainage Portfolio AMP.*

The adoption of the Canal Estates Portfolio Asset Management Plan will ensure legislative compliance and assist Council in better achieving continuous improvement in the management of its canal estates assets as well as directly linking asset management plans, actions and operations to the budget and the LTFF.

The CEPAMP has identified 15 Action Items with associated timeframes (Section 8 of the CEPAMP refers) which are intended to mitigate or clarify specific issues and deficiencies in current processes, identified in preparing the plan. Adoption of the CEPAMP will initiate the associated action items.

**3. Strategic Implications**

**3.1 Legislative/Legal Implications**

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

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

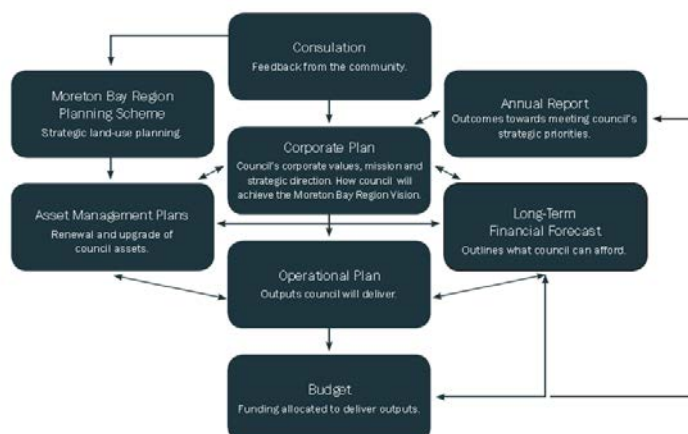
Additionally, Section 168 of the Local Government Regulation 2012 states that Council’s Long-term Asset Management Plan must:

- (a) *Provide for strategies to ensure the sustainable management of the assets mentioned in the local government’s asset register and the infrastructure of the local government; and*
- (b) *State the estimated capital expenditure for renewing, upgrading and extending the assets for the period covered by the plan; and*
- (c) *Be part of, and consistent with, the LTFF*

**3.2 Corporate Plan / Operational Plan**

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

The SAMP and supporting CEPAMP have direct linkages with other corporate documents as illustrated in the diagram below:



*ITEM 4.1 CANAL ESTATES PORTFOLIO ASSET MANAGEMENT PLAN - REGIONAL - A17561212 : 12 September 2018 - Refer Supporting Information (Cont.)*

3.3 Policy Implications

The Infrastructure Asset Management Policy (Policy No. 12-2150-043) was adopted by Council on 18 April 2017.

3.4 Risk Management Implications

Risks and mitigation strategies associated with Canal Estates assets are included in the plan.

3.5 Delegated Authority Implications

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

3.6 Financial Implications

The SAMP and associated Canal Estates Portfolio Asset Management Plan inform Council's LTFF.

3.7 Economic Benefit

Sustainable provision and management of Council's canal estate assets supports economic growth and the region's quality lifestyle by attracting visitors to the region.

3.8 Environmental Implications

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

3.9 Social Implications

The timely and cost-effective management of canal estate assets supports the region's quality lifestyle.

3.10 Consultation / Communication

Relevant Council officers and Councillors have been consulted in the preparation of this plan. The draft asset management plan was the subject of a Council workshop.

**ITEM 4.2  
PETRIE MILL DEVELOPMENT - GYMPIE ROAD INTERSECTION UPGRADE -  
DIVISION 7**

*Meeting / Session:* 4 ASSET CONSTRUCTION & MAINTENANCE  
*Reference:* A17450074 : 8 October 2018 - Refer to **Confidential** Supporting Information  
**A17663137**  
*Responsible Officer:* DV, Senior Project Engineer (ECM Major Projects - University)

**Executive Summary**

Tenders were invited for the 'Petrie Mill Development Gympie Road Intersection Upgrade (MBRC007704)' for the widening of Gympie Road and the realignment of the intersection with Paper Avenue, Petrie. The tender closed on 14 September 2018 with five tenders received, all of which were conforming.

It is recommended that Council award the contract to AllRoads Pty Ltd for the sum of \$7,731,274.10 (excl. GST), as this tender was evaluated as representing the best overall value to Council.

**COMMITTEE RECOMMENDATION**

Moved by Cr Denise Sims

Seconded by Cr Julie Greer

CARRIED 13/0

That the contract for the 'Petrie Mill Development Gympie Road Intersection Upgrade (MBRC007704)' project be awarded to AllRoads Pty Ltd for the sum of \$7,731,274.10 (excl. GST).



ITEM 4.2 PETRIE MILL DEVELOPMENT - GYMPIE ROAD INTERSECTION UPGRADE - DIVISION 7 - A17450074  
(Cont.)

**OFFICER'S RECOMMENDATION**

That the contract for the 'Petrie Mill Development Gympie Road Intersection Upgrade (MBRC007704)' project be awarded to AllRoads Pty Ltd for the sum of \$7,731,274.10 (excl. GST).

**REPORT DETAIL**

**1. Background**

This tender is an important part of the Petrie Mill Development project, in that it provides the main entry to the site. The scope of the project involves the upgrade of the intersection of Gympie Road and Paper Avenue to facilitate capacity and functionality necessary for the traffic demand arising from the development of the site. The works involve widening of Gympie Road to provide additional turn lanes into the site; realignment of the intersection with Paper Avenue and public utility services for the initial development of the site.

Early works in the form of relocation of trunk sewer and water mains have been carried out and works to relocate the high-pressure gas main will be carried out in advance of the intersection upgrade. Relocation of trunk telecommunications within the Wyllie Park frontage of Gympie Road are scheduled to be carried out by separate contracts in conjunction with the intersection upgrade.

The recommended tenderer has put forward a tender based upon a construction period of 53 weeks to complete, which includes an allowance of 5 weeks for wet weather. The recommended tenderer is programmed to commence on site on 27 November 2018.



Figure 1 - Locality plan

ITEM 4.2 PETRIE MILL DEVELOPMENT - GYMPIE ROAD INTERSECTION UPGRADE - DIVISION 7 - A17450074  
(Cont.)

**2. Explanation of Item**

Tenders were invited for the 'Petrie Mill Development Gympie Road Intersection Upgrade (MBRC007704)' for the widening of Gympie Road and the realignment of the intersection at Paper Avenue. The tender closed on 14 September 2018 with a total of five tenders received from appropriately prequalified tenderers. All tenders were conforming. The tenders were assessed by the assessment panel in accordance with Council's Purchasing Policy and the selection criteria as set out in the tender documents.

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

RANK	TENDERER	EVALUATION SCORE
1	AllRoads Pty Ltd	95.57
2	Hazell Bros (Qld) Pty Ltd	95.19
3	Queensland Bridge and Civil	94.11
4	BMD Construction Pty Ltd	86.05
5	Mcilwain Civil Engineering Pty Ltd	82.10

**AllRoads Pty Ltd** submitted a detailed tender and demonstrated their construction methodology and experience on projects of a similar scale and complexity. At the tender clarification meeting held on 28 September 2018, AllRoads provided their construction methodology and staging. The staging of works will retain two lanes (each way) for north and south directions on Gympie Road during peak traffic periods and will retain all entry and exit turns from Paper Avenue and Wyllie Park into Gympie Road. The proposed construction duration is 53 weeks (including an allowance of 5 weeks for wet weather). AllRoads' tender was the lowest priced and was considered by the panel to provide the best overall value.

**Hazell Bros Pty Ltd** submitted a detailed tender and demonstrated their construction methodology and experience on projects of a similar scale and complexity. At the clarification meeting held on 28 September 2018, Hazell Bros confirmed their pricing and methodology. Overall, Hazell Bros demonstrated a thorough understanding of the project requirements; however there were no additional benefits provided with the offer to offset the higher price.

**Queensland Bridge and Civil (QBC)** submitted a detailed tender and demonstrated their construction methodology and experience on projects of a similar scale and complexity. At the tender clarification meeting held on 28 September 2018, QBC confirmed their proposal that the embankment fill would incur an additional surcharge if their proposed fill source was unavailable. They also provided an explanation for the increased rate for the additional asphalt for the southern section of the southbound carriageway. The assessment panel took both these additional costs into consideration when assessing the tender which further increased their submitted tender price. The panel did not believe that there were any additional benefits provided with the offer to offset the higher price at submission nor the re-evaluated price with the clarified items included.

**3. Strategic Implications**

3.1 Legislative/Legal Implications

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

3.2 Corporate Plan / Operational Plan

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

ITEM 4.2 PETRIE MILL DEVELOPMENT - GYMPIE ROAD INTERSECTION UPGRADE - DIVISION 7 - A17450074  
(Cont.)

### 3.3 Policy Implications

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

- Council's Procurement Policy 10-2150-006
- *Local Government Act 2009*
- Local Government Regulation 2012 Chapter 6.

### 3.4 Risk Management Implications

#### *Project Risks*

The key risks associated with the Gympie Road Intersection Upgrade works package have been assessed and the following outlines those risks and the way the possible impact of these risks can be minimised.

#### *Form of Contract:*

The tender was issued as a schedule of rates contract. The design has been fully detailed by the consultants to Department of Transport and Main Roads standards and specifications, including measurement and payment processes, and is supported by the development of a comprehensive Bill of Quantities that was issued to the tenderers.

#### *Timely delivery of Petrie Mill Development*

#### *Separable Portion 1 (SP1) - 11kV Electrical Connection:*

The 11kV electrical connection to the USC has been included in the Gympie Road Intersection Upgrade project contract as a Separable Portion. Council is required to provide power to the university building site by April 2019. The use of a separable portion decreases the risk of missing the connection date by applying separate liquidated damages to SP1 under the contract. This also ensures that the contractor provides a separate program and appropriate workforce to complete the works under SP1 in isolation of the balance of the construction work.

#### *Telecommunications realignment:*

There are existing major telecommunications networks within the new road alignment. Council has engaged with the telecommunication providers to relocate their assets. The procurement process for this vital work is currently underway and the works will be in progress while the Gympie Road Intersection Upgrade project works are undertaken. Council has mitigated the program risk by engaging with the telecommunications providers and providing updates to the tenderers on the expected program for the work on the telecommunications network.

To ensure early procurement of any necessary materials and equipment, Council will enter separate contracts with Telstra (as the network manager) and other carriers for the works, in advance of the road construction activities. This matter is the subject of a separate report to Council.

#### *Weather:*

The tender document requires the tenderers to include their own inclement weather allowances and assume wet weather risk.

#### *Traffic Management:*

The tender package includes recommended staging plans for the works to ensure safe operation of Gympie Road. The contractor proposes to maintain the current operating lane configuration during peak traffic times along Gympie Road.

### 3.5 Delegated Authority Implications

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

ITEM 4.2 PETRIE MILL DEVELOPMENT - GYMPIE ROAD INTERSECTION UPGRADE - DIVISION 7 - A17450074  
(Cont.)

3.6 Financial Implications

Council has allocated \$70M and \$30M in the 2018/2019 and 2019/20 financial years respectively for Stage 1 of the Petrie Mill Development project. The works associated with the Gympie Road Intersection Upgrade package will be debited to Project Number 105223 and are within the financial allocation in the budget.

Tender price (post clarification)	\$ 7,731,274.10
Contingency (15%)	\$ 1,159,691.12
QLeave (0.475%)	\$ 42,232.08
	-----
Estimated contract cost	\$ 8,933,197.30
	=====

3.7 Economic Benefit

This development has significant regional economic benefits and is a catalyst for overall outcomes for the site as part of the broader 'The Mill at Moreton Bay' PDA.

3.8 Environmental Implications

The Operational Works submission includes management plans for fauna, vegetation, acid sulphate and erosion and sediment. The recommended contractor will be required to implement a Construction Environmental Management Plan incorporating relevant provisions of these plans.

3.9 Social Implications

The overall Petrie Mill Development project will provide significant positive social benefit and will facilitate construction of a university campus along with other facilities.

3.10 Consultation / Communication

The works will be managed by Council's Major Projects team in line with communication policies and protocols.

**5 PARKS, RECREATION & SPORT SESSION**

(Cr K Winchester)

**ITEM 5.1**

**OUTCOME OF EXPRESSION OF INTEREST - 23 HAYES STREET CABOOLTURE - DIVISION 3**

*Meeting / Session:* 5 PARKS, RECREATION & SPORT  
*Reference:* A17649897 : 3 October 2018 - **Refer Supporting Information A17649970**  
*Responsible Officer:* CM, Acting Supervisor Community Leasing (CES Community Services, Sport & Recreation)

**Executive Summary**

Council called for expressions of interest (EOI) from not-for-profit community organisations to lease the facility located at 23 Hayes Street, Caboolture (refer Supporting Information #1). This lease will commence following the completion of compliance rectification works.

This report seeks Council's approval to grant a lease to the successful applicant under the EOI process, being Caboolture Community Action Inc.

**COMMITTEE RECOMMENDATION**

Moved by Cr Mick Gillam

Seconded by Cr Denise Sims

CARRIED 13/0

1. That the exception contained in Section 236(1)(b)(ii) of the Local Government Regulation 2012 applies to the Council regarding the disposal of the land referred to in this report.
2. That Caboolture Community Action Inc. be granted a lease over the building located at 23 Hayes Street, Caboolture (Refer Supporting Information #1) for a period of five years.
3. That this lease commences after the completion of building compliance rectification works being undertaken by Council at the facility.
4. That the terms and conditions of this lease be in accordance with Council's Community Leasing Policy, with annual rental commencing at \$1.00 per annum.
5. That the Chief Executive Officer be authorised to take all action necessary including but not limited to, negotiating, making, amending, signing and discharging the lease and any required variations of the lease on the Council's behalf, as described in this report.

*ITEM 5.1 OUTCOME OF EXPRESSION OF INTEREST - 23 HAYES STREET CABOOLTURE - DIVISION 3 - A17649897 (Cont.)*

## OFFICER'S RECOMMENDATION

1. That the exception contained in Section 236(1)(b)(ii) of the Local Government Regulation 2012 applies to the Council regarding the disposal of the land referred to in this report.
2. That Caboolture Community Action Inc. be granted a lease over the building located at 23 Hayes Street, Caboolture (Refer Supporting Information #1) for a period of five years.
3. That this lease commences after the completion of building compliance rectification works being undertaken by Council at the facility.
4. That the terms and conditions of this lease be in accordance with Council's Community Leasing Policy, with annual rental commencing at \$1.00 per annum.
5. That the Chief Executive Officer be authorised to take all action necessary including but not limited to, negotiating, making, amending, signing and discharging the lease and any required variations of the lease on the Council's behalf, as described in this report.

## **REPORT DETAIL**

### **1. Background**

In October 2017, Council purchased the property located at 23 Hayes Street Caboolture from the then Caboolture and Districts Child Care Association Inc. The facility had historically operated as a centre-based childcare facility, however ceased operations in early 2017. Since acquisition, the facility has remained vacant.

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 August 2018 to identify an appropriate community tenant for the 23 Hayes Street, Caboolture facility (Refer Supporting Information #1).

Council will be undertaking a series of building compliance rectification works at the 23 Hayes Street facility. The new community tenancy will commence following the completion of these works.

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

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

- Aboriginal and Torres Strait Islander Community Health Service Brisbane;
- Australian Foundation for Disability;
- Caboolture Community Action Inc.;
- Caboolture Community Adult Literacy Group Incorporated;
- Caboolture Men's Shed Incorporated;
- Caboolture U3A Inc.;
- KYC Trust;
- Moreton Bay Regional Community Legal Service Inc.;
- Moreton Bay Theatre Company Inc.; and
- Young Diggers Limited.

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.

*ITEM 5.1 OUTCOME OF EXPRESSION OF INTEREST - 23 HAYES STREET CABOOLTURE - DIVISION 3 - A17649897 (Cont.)*

As an outcome of this assessment process, it is recommended that a lease be offered to Caboolture Community Action Inc.

Caboolture Community Action Inc.

Established in May 2009, Caboolture Community Action Inc. (CCA) is a volunteer-based community organisation providing various services to disadvantaged, vulnerable and at-risk people in the Caboolture and surrounding area. Services provided by CCA include but are not limited to: crisis support; housing and accommodation support; emergency relief (food); drop-in services; donated goods management; a breakfast program; and mobile laundry/shower service.

CCA engages approximately 65 volunteers for the delivery of their services and does not receive any State or Federal Government operational funding.

The group currently operates out of privately owned premises at 6 Bertha Street, Caboolture, however due to increasing service demand, has outgrown this facility. The provision of a community lease over Council's 23 Hayes Street facility 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 be provided to Caboolture Community Action Inc. in accordance with the terms and conditions of Council's Community Leasing Policy, with annual rental commencing at \$1.00 per annum. Further, it is recommended that this lease be executed following the completion of building compliance rectification works to be undertaken by Council.

**3. Strategic Implications**

**3.1 Legislative/Legal Implications**

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

**3.2 Corporate Plan / Operational Plan**

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

**3.3 Policy Implications**

The terms and conditions of the proposed lease agreement will be in accordance with Council's Community Leasing Policy (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**

As per Officer's Recommendation 5 of this report, it is proposed that the Chief Executive Officer be authorised to take all action necessary to execute the new lease.

**3.6 Financial Implications**

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.



*ITEM 5.1 OUTCOME OF EXPRESSION OF INTEREST - 23 HAYES STREET CABOOLTURE - DIVISION 3 - A17649897 (Cont.)*

3.9 Social Implications

The issuing of a lease to Caboolture Community Action Inc. will provide the group with the facilities to conduct their operations and provide support to disadvantaged, vulnerable and at-risk people in the Caboolture and surrounding areas.

3.10 Consultation / Communication  
Councillor Hain (Division 3)



**ITEM 5.2  
REDCLIFFE VOLUNTEER HUB - USER GROUP ELIGIBILITY AND HIRE FEES -  
DIVISION 6**

*Meeting / Session:* 5 PARKS, RECREATION & SPORT  
*Reference:* A17624489 : 27 August 2018 - **Refer Supporting Information A17595708**  
*Responsible Officer:* PP, Acting Business Support Team Leader (CES Community Services, Sport & Recreation)

**Executive Summary**

The Redcliffe Volunteer Hub was established in 2015 as a meeting space for local non-profit community groups. A review has identified an opportunity to optimise utilisation by making the facility available to individual and for-profit hirers, as is the case for other Council-managed community centres and halls.

This report seeks Council's approval to: expand the user group eligibility for the Redcliffe Volunteer Hub to align with that of Council's other hireable community centres and halls; and to amend Council 2018/19 Fees and Charges Schedule to enable hire by individuals and for-profit organisations at this location.

**COMMITTEE RECOMMENDATION**

Moved by Cr Mick Gillam

Seconded by Cr Koliana Winchester

CARRIED 13/0

1. That the user group eligibility for the Redcliffe Volunteer Hub be aligned with other Council-managed community centres and halls to include individual and for-profit hirers.
2. That Council's fees and charges for the Redcliffe Volunteer Hub be amended as detailed in Supporting Information #2.

ITEM 5.2 REDCLIFFE VOLUNTEER HUB - USER GROUP ELIGIBILITY AND HIRE FEES - DIVISION 6 - A17624489  
(Cont.)

## OFFICER'S RECOMMENDATION

1. That the user group eligibility for the Redcliffe Volunteer Hub be aligned with other Council-managed community centres and halls to include individual and for-profit hirers.
2. That Council's fees and charges for the Redcliffe Volunteer Hub be amended as detailed in Supporting Information #2.

## **REPORT DETAIL**

### **1. Background**

The Redcliffe Volunteer Hub, located at 395 Oxley Avenue Redcliffe, opened in February 2015 as part of Council's redevelopment of the former Redcliffe Fire Station. The site consists of two main structures - the former fire station building, which fronts Oxley Ave, and the tower and associated building at the rear of the site. The Redcliffe Volunteer Hub is located within the former fire station building and consists of an air-conditioned meeting room (40 -seat capacity), a break out area with kitchenette, and storage room (Refer Supporting Information #1).

The Volunteer Hub was established as a meeting space for local not for profit community groups to support the delivery of their services to community. Unlike other Council-managed community centres and halls, this facility is only available for hire by non-profit community groups and organisations. Individuals and for-profit organisations are not eligible to hire the facility.

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

Since opening in 2015, Council has received numerous enquiries from potential individuals and for-profit hirers seeking use of the Redcliffe Volunteer Hub facility. However, due to the existing user group eligibility criteria, such hirers have been unable to be accommodated.

Following a recent review of facility usage at the Redcliffe Volunteer Hub, an opportunity has been identified to optimise community use of the facility by aligning the user group eligibility criteria with that of other Council-managed community centres and halls. Such an alignment would see the inclusion of individual and for-profit hirers as eligible user groups.

Due to the current user group eligibility criteria, Council has not adopted fees and charges for the use of this facility by individuals and for-profit hirers. Should Council support the inclusion of such hirers as eligible user groups, amendments to Council's fees and charges would be required.

A review of fees and charges applied across other Council-managed community centres and halls has identified that Meeting Room 1 at the North Lakes Community Centre is a comparable space in both size and functionality to that of the Redcliffe Volunteer Hub. Accordingly, it is recommended that Council amend its 2018/19 fees and charges for the Redcliffe Volunteer Hub to align with that of North Lakes Community Centre - Meeting Room 1 (Refer Supporting Information #2).

### **3. Strategic Implications**

#### 3.1 Legislative/Legal Implications

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

#### 3.2 Corporate Plan / Operational Plan

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

#### 3.3 Policy Implications

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

*ITEM 5.2 REDCLIFFE VOLUNTEER HUB - USER GROUP ELIGIBILITY AND HIRE FEES - DIVISION 6 - A17624489  
(Cont.)*

3.4 Risk Management Implications

There are no risk management implications associated with this report.

3.5 Delegated Authority Implications

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

3.6 Financial Implications

This report recommends that Council amend its 2018/19 Fees and Charges Schedule as provided in Supporting Information #2.

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

Well utilised community centres and halls benefit the community by providing local spaces for community services, activities and events.

3.10 Consultation / Communication

All Divisional Councillors.  
Councillor Division 6  
Director Community & Environmental Services  
Manager Community Services, Sport and Recreation

**6 LIFESTYLE & AMENITY SESSION**

**(Cr D Sims)**

No items for consideration.

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

**ITEM 7.1  
RE-IMAGINING THE ROLE OF REGIONAL ECONOMIC CLUSTERS - REGIONAL**

*Meeting / Session:* 7 ECONOMIC DEVELOPMENT, EVENTS & TOURISM  
*Reference:* A17687402: 10 October 2018  
*Responsible Officer:* SP, Director (PED Directorate)

**Executive Summary**

In early 2018, recognising the research credibility, international knowledge and intellectual depth, Council engaged with the Massachusetts Institute of Technology, Norman B. Leventhal Center for Advanced Urbanism (MIT) to instigate and help inform the Council's policy specifically around self-containment targets under the Planning Scheme and also through emerging smart city technologies and specialised spatial planning.

Subsequently the Council resolved at its Coordination Committee meeting 19 June 2018 that Council contract with MIT through a formal membership to the Norman B. Leventhal Center for Advanced Urbanism.

As part of this membership, MIT circulate our collaborative body of work with the broader university across multiple faculties. This enables as broad a cross section as possible within the MIT community to be exposed to and potentially involved in the project. This engagement process is due to occur over the week commencing 5 November 2018.

This report seeks approval for the Council's Director of Planning & Economic Development and the Divisional Project Coordinator to travel to the USA to participate in the engagement process at MIT.

**COMMITTEE RECOMMENDATION**

**Moved by Cr Adrian Raedel**

**Seconded by Cr Mike Charlton (Deputy Mayor)**

**CARRIED 13/0**

**That the Director of Planning & Economic Development and the Divisional Project Coordinator participate in the MIT membership by attending the engagement hosted by MIT over the week commencing 5 November 2018.**

ITEM 7.1 RE-IMAGINING THE ROLE OF REGIONAL ECONOMIC CLUSTERS - REGIONAL - A17687402 (Cont.)

## OFFICER'S RECOMMENDATION

That the Director of Planning & Economic Development and the Divisional Project Coordinator participate in the MIT membership by attending the engagement hosted by MIT over the week commencing 5 November 2018.

### **REPORT DETAIL**

#### **1. Background**

The Planning and Economic Development Division is undertaking a project "*Positioning Moreton Bay 2050 - Re-Imagining the Role of our Regional Economic Clusters*". The project aims to assist the Council in achieving the aspirational target of 70% self-containment by developing strategy and related policy that utilises a polycentric pattern of development to diversify and improve the viability and performance of our RECs.

Consistent with Council's Coordination Committee resolution of 19 June 2018 the Council has engaged with MIT under a membership arrangement to further develop this body of work.

Since securing the MIT membership, the Division has commenced this body of work, whilst also applying to gain grant funding under two separate State and Federal grants discussed below to further leverage and value add to the MIT membership.

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

In early 2018, recognising the research credibility, international knowledge and intellectual depth, Council engaged with the MIT to instigate and help inform the Council's development of policy on its RECs through emerging smart technologies and specialised spatial planning and economic analysis. MIT has provided some preliminary work to the Council to assist in the Council's development of submissions to upcoming State and Federal grant applications.

The project, *Positioning Moreton Bay 2050 - Re-Imagining the Role of our Regional Economic Clusters (RECs)*, will focus initially on a body of work that will investigate the role of MBRCs RECs together with our Principal and Major Activity Centres which are also identified within the State Government's Shaping SEQ Regional Plan which commenced in mid-2017.

This project is intended to assist Moreton Bay attain its goal of 70% self-containment while also addressing concerns such as resource depletion, climate change, congestion, and housing unaffordability. It also includes the incorporation of several smart technologies, including emergent autonomous vehicles (AD), smart grids, meshed information networks, and connected homes, parks, and streets. If successfully implemented, these could better support the Moreton Bay region and its neighbouring communities to increase environmental and economic self-sufficiency.

The project aims to deliver on multiple plans and policies of the Council including:

- **MBRC Community Plan 2011-2021:** one aspect of the plan, Creating Opportunities, identifies target 2 specifically stating: "*increase the number of Moreton Bay Region residents working in the region*" with the measure being the self-containment rate.
- **MBRC Planning Scheme 2016:** the strategic intent of the Strategic Framework identifies "*our Region by 2031 is a network of, safe, more self-contained, well connected communities each with a unique identity and sustainable lifestyle within a healthy and resilient natural environment.*"
- **MBRC Corporate Plan 2017-2022:** the theme, Creating Opportunities, identifies a strategic priority as "*local jobs for residents*" through developing a sustainable, innovative and thriving economy.

ITEM 7.1 RE-IMAGINING THE ROLE OF REGIONAL ECONOMIC CLUSTERS - REGIONAL - A17687402 (Cont.)

- **Economic Development Action Plan 2017-2022:** one core principle of the plan is “in order to achieve a self-containment rate of 70 per cent, approximately 193 000 from this labour force will need to work within the region.”

The Division has lodged two separate grant applications with the State and Federal Government to further supplement the funding available to undertake the body of work. The grants include:

- **Innovation and Improvement Fund - Department of State Development, Manufacturing, Infrastructure and Planning (DSDMIP, QLD Government):** the fund aims to promote planning improvement and innovation across Queensland. It provides local governments with opportunities to explore and deliver planning innovation and improvement projects that will contribute to creating a better planning system for the community.
  - The Division has submitted an application and awaits the outcome of this process.
- **Smart Cities and Suburbs Program (Australian Government):** provides local government agencies with grants of \$250,000 to \$5 million to support projects that apply innovative technology-based solutions to urban challenges to improve the liveability, productivity and sustainability of Australian cities, suburbs and towns. A partner organisation is required.
  - The Division has submitted an application and awaits the outcome of this process.

Attending this function at MIT will enable the Council to progress these bodies of work.

### 3. Strategic Implications

#### 3.1 Legislative/Legal Implications

Section 188 of the Local Government Regulation 2012 states:

Overseas travel

1. The annual report for a financial year must contain the following information about any overseas travel made by a councillor or local government employee in an official capacity during the financial year –
  - (i) for a councillor – the name of the councillor;
  - (ii) for a local government employee – the name of, and position held by, the local government employee;
  - (iii) the destination of the overseas travel;
  - (iv) the purpose of the overseas travel;
  - (v) the cost of the overseas travel;
2. The annual report may also contain any other information about the overseas travel the local government considers relevant.

#### 3.2 Corporate Plan / Operational Plan

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

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

#### 3.3 Policy Implications

Council approval of this travel will support and further the development of this body of work.

#### 3.4 Risk Management Implications

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

#### 3.5 Delegated Authority Implications

There are no direct policy implication arising from this report.

#### 3.6 Financial Implications

Funds are available in the Budget.

*ITEM 7.1 RE-IMAGINING THE ROLE OF REGIONAL ECONOMIC CLUSTERS - REGIONAL - A17687402 (Cont.)*

3.7 Economic Benefit

Participation in the engagement symposium with MIT will inform the development of a significant body work looking to diversify and grow the economy of the Moreton Bay Region.

3.8 Environmental Implications

There are no direct environmental implications arising from this report.

3.9 Social Implications

The Council's Corporate, Planning Scheme and Economic Development Action Plan all aspire to create more jobs locally for the residents of Moreton Bay.

3.10 Consultation / Communication

As per section 188 of the Local Government Regulation 2012, the annual report for a financial year will contain information about any overseas travel made by a councillor or local government employee in an official capacity during the financial year.



**8 REGIONAL INNOVATION**

**(Cr D Grimwade)**

No items for consideration.

## 9 GENERAL BUSINESS

### ITEM 9.1 INAUGURAL WALK TO D-FEET MOTOR NEURONE DISEASE - REGIONAL (AS)

Cr Allan Sutherland (Mayor) reported that he had officiated at the inaugural Walk to D-Feet Motor Neurone Disease (MND) Redcliffe held at Suttons Beach Park on Sunday 14 October 2018. The walk was held to raise awareness and vital funds for MND to continue to provide quality services and support to people affected by this terminal, neurological disease.

Brisbane North and Caboolture MND Support Group volunteers were the driving force behind this event. The Mayor noted that all participants joining the walk had been touched by this devastating disease and the importance of wonderful community groups like this in supporting local people in our region.

**CLOSED SESSION (Confidential items)**

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

**CLOSED SESSION**

**COMMITTEE RECOMMENDATION**

Moved by Cr Matt Constance

Seconded by Cr James Houghton

**CARRIED 13/0**

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

Members of the press and public gallery left the Chambers.  
The closed session commenced at 11.28am.

**ATTENDANCE**

Mr John Hall attended the meeting at 11.28am for Item C.1. and left the meeting at 11.41am after discussion.

**OPEN SESSION**

**COMMITTEE RECOMMENDATION**

Moved by Cr James Houghton

Seconded by Cr Julie Greer

**CARRIED 13/0**

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

The open session resumed at 11.41am.

**ITEM C.1 – CONFIDENTIAL**

**ORORA LIMITED - PETRIE PAPER MILL - DEED OF VARIATION - THE PATHWAY FORWARD - REGIONAL**

**Meeting / Session:** 1 Governance (Cr A Sutherland, Mayor)

**Reference:** A17675920 : 8 October 2018

**Responsible Officer:** JH, Manager Legal Services (CEO Legal)

**Basis of Confidentiality**

Pursuant to s275 (1) of the Local Government Regulation 2012, clause (h), as the matter involves other business for which a public discussion would be likely to prejudice the interests of the Council or someone else, or enable a person to gain a financial advantage.

**Executive Summary**

On 20 July 2015, Council entered into a contract to purchase the Petrie Paper Mill site from Orora Limited (Orora) and the land's subsequent decommissioning.

The original contracted decommissioning date of the site by Orora was 19 July 2018 but with the provision to extend that date by 12 months to 19 July 2019. As advised at the recent Council workshop of 25 September, despite Council successfully ensuring progress by Orora with decommissioning certain developable areas, there is no possibility that all the property will be decommissioned and handed over to Council by 19 July 2019.

In order to achieve the outcomes presented at the Council workshop, it is proposed that Council and Orora enter into a Deed of Variation to the Contract for Sale to facilitate further orderly decommissioning of the balance areas in a manner that delivers developable areas that better accord with the development scheme under the Mill Priority Development Area (PDA). The purpose of this report is to seek Council approval for such a Deed to be entered into with Orora.

**COMMITTEE RECOMMENDATION**

Moved by Cr Mick Gillam

Seconded by Cr Matt Constance

**CARRIED 13/0**

1. That Council authorise the Chief Executive Officer to negotiate, make, sign, amend as required and discharge a Deed of Variation to the Contract for Sale with Orora Limited to achieve the outcomes as discussed in the Council workshop of 25 September 2018 and in confidential session.
2. That Council authorise the Chief Executive Officer to do all things necessary including sign any documents reasonably associated with a Deed to give effect to recommendation 1.
3. That the Deed of Variation to the Contract of Sale and this report remain confidential.

**CLOSURE**

There being no further business the Chairperson closed the meeting at 11.43am.