



REPORT

Coordination Committee Meeting

Tuesday 30 January 2018

commencing at 10.47am

Redcliffe Chambers
Irene Street, Redcliffe

ENDORSED GM20180130

CHAIRPERSON'S REPORT

The recommendations contained within this report of the Coordination Committee meeting held 30 January 2018 are recommended to the Council for adoption.

COUNCILLOR ALLAN SUTHERLAND (MAYOR)
CHAIRPERSON
COORDINATION COMMITTEE

Adoption Extract from General Meeting – 30 January 2018 (Page 18/109)

**12.1 Coordination Committee Meeting - 30 January 2018
(Pages 18/111 - 18/123)**

RESOLUTION

Moved by Cr Koliana Winchester

Seconded by Cr Adrian Raedel

CARRIED 12/0

That the report and recommendations of the Coordination Committee meeting held 30 January 2018 be adopted.

LIST OF ITEMS

1 GOVERNANCE SESSION (Cr Allan Sutherland, Mayor)

2 PLANNING & DEVELOPMENT SESSION (Cr Mick Gillam)

3 CORPORATE SERVICES SESSION (Cr Adrian Raedel)

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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 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)
Director Executive & Property Services	(Ms Anne Moffat)
Team Leader Meeting Support	(Kathrine Crocker)

Apologies:

Cr Darren Grimwade

The Mayor is the Chairperson of the Coordination Committee.

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

Session	Spokesperson	Proxy
1 Governance	Cr Allan Sutherland (Mayor)	Cr Mike Charlton (Deputy Mayor)
2 Planning & Development	Cr Mick Gillam	Cr Adam Hain
3 Corporate Services	Cr Adrian Raedel	Cr Allan Sutherland (Mayor)/ Cr Mike Charlton (Deputy Mayor)
4 Asset Construction & Maintenance	Cr Peter Flannery	Cr Allan Sutherland (Mayor)/ Cr Mike Charlton (Deputy Mayor)
5 Parks, Recreation & Sport	Cr Darren Grimwade	Cr Denise Sims
6 Lifestyle & Amenity	Cr Matt Constance	Cr Brooke Savige
7 Economic Development & Tourism	Cr Julie Greer	Cr Allan Sutherland (Mayor)/ Cr Mike Charlton (Deputy Mayor)
8 General Business	Cr Allan Sutherland (Mayor)	Cr Mike Charlton (Deputy Mayor)

1 GOVERNANCE SESSION

(Cr Allan Sutherland, Mayor)

No items for consideration.

2 PLANNING & DEVELOPMENT SESSION

(Cr Mick Gillam)

No items for consideration.

3 CORPORATE SERVICES SESSION

(Cr Adrian Raedel)

No items for consideration.

4 ASSET CONSTRUCTION & MAINTENANCE SESSION

(Cr Peter Flannery)

ITEM 4.1

BELLMERE - BELLMERE ROAD - ROAD REHABILITATION - DIVISION 3

Meeting / Session: 4 ASSET CONSTRUCTION & MAINTENANCE

Reference: A16445393 : 11 January 2018 - Refer **Confidential** Supporting Information
A16430708

Responsible Officer: SM, Principal Engineer (ECM Project Management & Construction)

Executive Summary

Tenders were invited for the 'Bellmere - Bellmere Road - Road Rehabilitation (MBRC006994)' project. The tender closed on 13 December 2017 with a total of eight conforming tenders received.

It is recommended that Council award the contract to Allroads Pty Ltd for the sum of \$605,117.25 (excluding GST) as this tender was evaluated as representing the best overall value to Council.

COMMITTEE RECOMMENDATION

Moved by Cr Adam Hain

Seconded by Cr Mick Gillam

CARRIED 12/0

That the tender for 'Bellmere - Bellmere Road - Road Rehabilitation (MBRC006994)' project be awarded to Allroads Pty Ltd for the sum of \$605,117.25 (excluding GST).

ITEM 4.1 BELLMERE - BELLMERE ROAD - ROAD REHABILITATION - DIVISION 3 - A16445393 (Cont.)

OFFICER'S RECOMMENDATION

That the tender for 'Bellmere - Bellmere Road - Road Rehabilitation (MBRC006994)' project be awarded to Allroads Pty Ltd for the sum of \$605,117.25 (excluding GST).

REPORT DETAIL

1. Background

The project is located at Bellmere Road, just south of Ulster Drive to Crebra Court, Bellmere. The project scope includes the pavement rehabilitation and resurfacing of a 240-metre section of road between Ulster Drive and Crebra Court. The works include the addition of a channelised right turn, on-road cycle facilities and drainage improvements.

The objective of the project is to bring the road pavement to a desirable level of service as the existing road pavement has deteriorated below an acceptable level and to respond to a formal Road Safety Audit.

The works are expected to commence in April 2018 and take 12 weeks to complete, which includes an allowance for wet weather.



Figure 1 - Location plan - Bellmere Road road rehabilitation

2. Explanation of Item

Tenders for the 'Bellmere - Bellmere Road - Road Rehabilitation (MBRC006994)' project closed on 13 December 2017 with a total of eight tenders received. The tenders were assessed by the assessment panel in accordance with Council's Purchasing Policy and the selection criteria set out in the tender documents.

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

ITEM 4.1 BELLMERE - BELLMERE ROAD - ROAD REHABILITATION - DIVISION 3 - A16445393 (Cont.)

RANK	TENDERER	EVALUATION SCORE
1	Allroads Pty Ltd	99.71
2	Doval Construction (Qld) Pty Ltd	94.47
3	Anatolia Constructions	90.00
4	Hazell Bros Qld Pty Ltd	88.83
5	Naric Pty Ltd	87.60
6	Sunshine Coast Consulting Pty Ltd	87.22
7	Civil Construction Partners Pty Ltd	76.61
8	G&H Plant Hire trading as Civil Contractors	71.74

Allroads Pty Ltd submitted a comprehensive tender and demonstrated their experience on projects of a similar scale and complexity. At a tender clarification meeting held on 16 January 2018, Allroads Pty Ltd provided significant detail of their construction methodology, confirmed an overall project duration of 12 weeks (including an allowance of three weeks for wet weather) and demonstrated a strong understanding of all the project requirements.

Doval Construction (Qld) Pty Ltd submitted a comprehensive tender and demonstrated their construction methodology and experience on projects of a similar scale and complexity. The tendered construction program of works was of 11 weeks' duration inclusive of rain days. There were no additional benefits for the higher price.

Anatolia Constructions submitted a well-presented tender. At a tender clarification meeting held on 16 January 2018, Anatolia Constructions provided an overview of their tendered methodology to complete the project and their experience on similar projects. Anatolia Construction's price was the lowest submitted; however, they scored lower on the non-price criteria due to proposed construction methodology (nightwork) and the previous experience provided, and therefore were ranked third.

3. Strategic Implications

3.1 Legislative/Legal Implications

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

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

This project has been sourced 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

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

Financial Risks:

ITEM 4.1 BELLMERE - BELLMERE ROAD - ROAD REHABILITATION - DIVISION 3 - A16445393 (Cont.)

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

Construction Risks:

- a. The contractor will provide a program of works, traffic management plan, and safety plan and will be required to fence off the areas where construction is being undertaken to meet relevant workplace health and safety requirements as part of the contract, including safe work method statements.
- b. The contractor has demonstrated their understanding of constructability challenges and their technical capability to complete the works.

3.5 Delegated Authority Implications

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

3.6 Financial Implications

Council has allocated a total of \$720,000 (excluding GST) in the 2017/18 Capital Works Program for this project, budget number 101422.

Tender price (construction)	\$ 605,117.25
Contingency (10%)	\$ 60,511.73
QLeave	\$ 2,880.00

Total project cost	\$ 668,508.98
	=====

The estimated ongoing operational/maintenance costs are \$3,197 per F/Y for maintenance of landscaping, roads, drains and traffic signals.

The budget amount for this project is sufficient.

3.7 Economic Benefit

The road upgrade and reconfiguration will improve road capacity to cater for current demands and accommodate expected traffic growth.

3.8 Environmental Implications

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

3.9 Social Implications

The road upgrade has been designed to improve the safety and operation of traffic on Bellmere Road, Bellmere for all road users.

3.10 Consultation / Communication

Residents will be notified of the works and expected construction timeframe prior to commencement of works via a Project Notice and project signs. Variable Message Signs will be implemented to notify traffic of the works and any expected changes to traffic conditions. Regular communication with residents will be undertaken by Council's project manager during the construction phase to inform on progress. The Divisional Councillor has been consulted and is supportive of the project and the consultation plan.

5 PARKS, RECREATION & SPORT SESSION

(Cr Darren Grimwade)

No items for consideration.

6 LIFESTYLE & AMENITY SESSION

(Cr Matt Constance)

**ITEM 6.1
COMMUNITY GRANTS POLICY REVIEW - REGIONAL**

Meeting / Session: 6 LIFESTYLE & AMENITY
Reference: A16359441 : 16 January 2018 - **Refer Supporting Information A16481799;
A16481801**
Responsible Officer: DD, Community Planning and Resources Manager (CES Community Services,
Sport & Recreation)

Executive Summary

The purpose of this report is to present an updated Community Grants Policy (2150-030), and a Community Facilities Interest Free Loan Policy for Council's consideration.

The updated Community Grants Policy provides a framework for administering the following grants that Council will provide to eligible community organisations and individuals.

- Community Activities Grant
- Community Facilities Grant
- Community Organisation Development Grant
- Community Organisation Equipment Grant
- Individual Achievement Grant
- Regional Arts Development Fund (RADF)

The Community Facilities Interest Free Loans Policy provides a framework for the provision of interest free loans to eligible community organisations to develop new or improve existing community facilities in the Moreton Bay Region.

COMMITTEE RECOMMENDATION

Moved by Cr Julie Greer

Seconded by Cr Mick Gillam

CARRIED 12/0

1. **That the updated Community Grants Policy (2150-030) be adopted as provided in the supporting information of this report.**
2. **That the Community Facilities Interest Free Loans Policy be adopted as provided in the supporting information of this report.**

ITEM 6.1 COMMUNITY GRANTS POLICY REVIEW - REGIONAL - A16359441 (Cont.)

OFFICER'S RECOMMENDATION

1. That the updated Community Grants Policy (2150-030) be adopted as provided in the supporting information of this report.
2. That the Community Facilities Interest Free Loans Policy be adopted as provided in the supporting information of this report.

REPORT DETAIL

1. Background

In 2017 a review was undertaken of Council's Community Grants Program. The purpose of the review was to enhance the program so that it could be more responsive to identified community needs whilst remaining consistent with the Council's strategic actions as outlined in the Corporate Plan 2017-2022.

A key outcome of the review was to streamline the Council's current grants as summarised in Table 1.

Table 1: List of Current and Revised Community Grants

Current Council Grants	Revised Council Grants
Community Events Fund <ul style="list-style-type: none"> • Local Events Category Community Projects Fund <ul style="list-style-type: none"> • Environmental Sustainability Category • Community Initiatives Category 	Community Activities Grant
Facility Development Fund <ul style="list-style-type: none"> • Facility Planning Category • Facility Improvement Category 	Community Facilities Grant
Organisation Development Fund <ul style="list-style-type: none"> • Governance and Business Planning Category 	Community Organisation Development Grant
Organisation Development Fund <ul style="list-style-type: none"> • Small Equipment Category 	Community Organisation Equipment Grant

Another key outcome was to establish a separate Community Facilities Interest Free Loan Program to replace the existing Facility Development Fund - Interest Free Loan Category.

Consequently, an updated Community Grants Policy (see Supporting Information #1) has been developed to incorporate the following grants:

- Community Activities Grant
- Community Facilities Grant
- Community Organisation Development Grant
- Community Organisation Equipment Grant

The updated Community Grants Policy also includes the following existing grants:

- Individual Achievement Grant
- Regional Arts Development Fund (RADF)

Furthermore, a Community Facilities Interest Free Loan Policy (see Supporting Information #2) has been developed stating the purpose and intent of these loans.

ITEM 6.1 COMMUNITY GRANTS POLICY REVIEW - REGIONAL - A16359441 (Cont.)

2. Explanation of Item

Community Grants Policy

The objective of the updated policy is to provide a framework for administering Council's Community Grants Program. The purpose of each of the abovementioned grants are summarised in Table 2.

Table 2: Purpose of Council Grants

Council Grants	Purpose
Community Activities Grant	Provides funding to community organisations to deliver self-sustainable local community, cultural, sporting and environmental activities in the Moreton Bay Region.
Community Facilities Grant	Provides funding to community organisations to develop new or improve existing community facilities in the Moreton Bay Region.
Community Organisation Development Grant	Provides funding for projects that enhance the self-sustainability of community organisations in the Moreton Bay Region.
Community Organisation Equipment Grant	Provides funding for the purchase of small equipment by community organisations in the Moreton Bay Region.
Individual Achievement Grant	Provides funding to recognise individuals who have achieved outstanding results in their chosen field and have qualified, or been selected by a peak body, to represent Queensland or Australia.
Regional Arts Development Fund (RADF)	Provides funding for projects that promote and develop arts, culture and heritage in the Moreton Bay region (RADF is delivered as a partnership between the Council and the Queensland Government through Arts Queensland).

Community Facilities Interest Free Loans Policy

The objective of this policy is to provide a framework for administering Council's Community Facilities Interest Free Loans Program. The purpose of this program is to provide interest free loans to community organisations to develop new or improve existing community facilities in the Moreton Bay Region.

Further information about each of the abovementioned grants and the interest free loans is contained in each of the policies and the associated guidelines.

3. Strategic Implications

3.1 Legislative/Legal Implications

The updated Community Grants Policy has been developed in accordance with section 195 of the Local Government Regulation 2012.

In relation to the Community Facilities Interest Free Loan Policy, Council has a 'general approval' from Queensland Treasury and Trade to provide loans to community organisations pursuant to sections 60A and 61A of the *Statutory Bodies Financial Arrangements Act 1982*.

3.2 Corporate Plan / Operational Plan

Strengthening Communities: Strong local governance - a council connected with its community.

- Deliver targeted support, initiatives and facilities to the region by supporting not-for-profit and charitable organisations.
- Deliver initiatives, facilities and events that promote and support an inclusive community.

ITEM 6.1 COMMUNITY GRANTS POLICY REVIEW - REGIONAL - A16359441 (Cont.)

3.3 Policy Implications

This report recommends that Council adopt an updated Community Grants Policy and a Community Facilities Interest Free Loans Policy.

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

Council's 2017/18 budget makes provision for delivery of the Community Grants Program.

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

Council recognises that there are many community organisations and individuals that make an important contribution to enhancing the region's vibrant lifestyle, and to creating strong and inclusive communities. Council is committed to supporting eligible community organisations and individuals through its Community Grants Program and the Community Facilities Interest Free Loans Program.

3.10 Consultation / Communication

- Director Community and Environmental Services;
- Manager Community Services, Sports and Recreation;
- Legal Officer; and
- Program Leader Grants and Business Support.

7 ECONOMIC DEVELOPMENT & TOURISM SESSION

(Cr Julie Greer)

No items for consideration.

8 GENERAL BUSINESS

**ITEM 8.1
AUSSIE ARVO 2018
(MG,DS)**

A Councillor-sponsored event was held at the Lawnton Pool on Australia Day. The event was auspiced by the Lawnton Swim Club and organised by BE Events. Starting at 2:00pm the program had live music, free rides, games for the kids and cheap eats. It culminated with the splash-in movie, "Despicable Me 3" at 7:30pm.

Councillors conveyed thanks to Belgravia who provided free access to the venue for the day, Lawnton Swim Club for their barbecuing expertise and local service clubs - Kallangur Lions, Albany Creek and Pine Rivers Rotary for their help on the day.

The event attracted approximately 3000 residents who all had a fantastic time and wanted the event to be held again next year.

COMMITTEE RECOMMENDATION

Moved by Cr Mick Gillam

Seconded by Cr Denise Sims

CARRIED 12/0

That a letter of congratulation be sent to BE Events, Lawnton Swim Club, Belgravia Leisure Staff at Lawnton Pool on organising the very successful 2018 Aussie Arvo event.

**ITEM 8.2
AUSTRALIA DAY 2018 AND OTHER EVENTS - REGIONAL
(KW)**

Cr Koliana Winchester reported on the Redcliffe Australia Day event, as well as Waitangi Day held on 27 January 2018, which she attended with Cr Peter Flannery.

The Mayor (Cr Allan Sutherland) also commented on the many Australia Day activities held throughout the Moreton Bay Region that were all well-attended, as well as the Citizenship Ceremony that was most entertaining with MC Ian Skippen.

COMMITTEE RECOMMENDATION

Moved by Cr Brooke Savige

Seconded by Cr Koliana Winchester

CARRIED 12/0

That a letter of congratulation be forwarded to Moreton Bay Region Industry and Tourism Limited for the organisation and conduct of Australia Day events at Bribie Island and Redcliffe.

CLOSURE

There being no further business the Chairperson closed the meeting at 10.58am.