



REPORT

Coordination Committee Meeting

Tuesday 5 June 2018
commencing at 10.40am

Strathpine Chambers
220 Gympie Road, Strathpine

ENDORSED GM20180605

CHAIRPERSON'S REPORT

The recommendations contained within this report of the Coordination Committee meeting held 5 June 2018 are recommended to the Council for adoption.

COUNCILLOR MIKE CHARLTON (ACTING MAYOR)
CHAIRPERSON
COORDINATION COMMITTEE

Adoption Extract from General Meeting – 5 June 2018 (18/1242)

**12.2 Coordination Committee Meeting - 5 June 2018
(Pages 18/1244 - 18/1257)**

RESOLUTION

Moved by Cr Mick Gillam

Seconded by Cr Denise Sims

CARRIED 11/0

That the report and recommendations of the Coordination Committee meeting held 5 June 2018 be adopted.

LIST OF ITEMS

1 GOVERNANCE SESSION (Cr M Charlton, Acting Mayor)

ITEM 1.1	1245
COUNCIL OPERATIONS - CHRISTMAS / NEW YEAR 2018/2019 - REGIONAL COMMITTEE RECOMMENDATION REPORT DETAIL	

2 PLANNING & DEVELOPMENT SESSION (Cr M Gillam)

3 CORPORATE SERVICES SESSION (Cr M Constance)

ITEM 3.1	1249
SMART LIGHTING AND SMART CITY NETWORK - REGIONAL COMMITTEE RECOMMENDATION REPORT DETAIL	

4 ASSET CONSTRUCTION & MAINTENANCE SESSION (Cr A Hain)

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

ITEM 5.1	1254
GROUNDS MAINTENANCE CONTRACT - OPTION TO EXTEND CONTRACT - REGIONAL SPORTS FACILITIES (DIVISION 2 & 9) COMMITTEE RECOMMENDATION REPORT DETAIL	

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

CLOSURE

ATTENDANCE & APOLOGIES

Attendance:

Committee Members:

Cr Mike Charlton (Acting Mayor) (Chairperson)
Cr Brooke Savige
Cr Peter Flannery
Cr Adam Hain
Cr Julie Greer
Cr Koliana Winchester
Cr Denise Sims
Cr Mick Gillam
Cr Matthew Constance
Cr Darren Grimwade
Cr Adrian Raedel

Officers:

Chief Executive Officer	(Mr Daryl Hitzman)
Director Community & Environmental Services	(Mr Bill Halpin)
Chief Digital Officer	(Mr James Peet)
Manager Asset Maintenance	(Mr Rod MacBeth)
Meeting Support	(Larissa Kerrisk)

Apologies:

Cr Allan Sutherland (Mayor)
Cr James Houghton

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 Koliana 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 M Charlton, Acting Mayor)

**ITEM 1.1
COUNCIL OPERATIONS - CHRISTMAS / NEW YEAR 2018/2019 - REGIONAL**

Meeting / Session: 1 GOVERNANCE
Reference: A17001592 : 31 May 2018
Responsible Officer: BH, Director Community & Environmental Services (CES Directorate)

Executive Summary

The purpose of this report is to seek approval of Council's operations over the 2018/19 Christmas/New Year period, including a general closure period to occur from 5.00pm on Friday, 21 December 2018 to 8.30am on Wednesday, 2 January 2019.

COMMITTEE RECOMMENDATION

Moved by Cr Mick Gillam

Seconded by Cr Matt Constance

CARRIED 11/0

1. That Council approve for its operations to close during the 2018/19 Christmas/New Year period at 5.00pm on Friday, 21 December 2018 and re-open at 8.30am on Wednesday, 2 January 2019, with continued operations to occur during this time in areas as determined by the Chief Executive Officer in consultation with the respective Director.
2. That the Chief Executive Officer arrange for the approved closure period to be appropriately advertised.

ITEM 1.1 COUNCIL OPERATIONS - CHRISTMAS / NEW YEAR 2018/2019 - REGIONAL - A17001592 (Cont.)

OFFICER'S RECOMMENDATION

1. That Council approve for its operations to close during the 2018/19 Christmas/New Year period at 5.00pm on Friday, 21 December 2018 and re-open at 8.30am on Wednesday, 2 January 2019, with continued operations to occur during this time in areas as determined by the Chief Executive Officer in consultation with the respective Director.
2. That the Chief Executive Officer arrange for the approved closure period to be appropriately advertised.

REPORT DETAIL

1. Background

Moreton Bay Regional Council (MBRC) has historically ceased operations from midday Christmas Eve, 24 December, and re-opened on the business day following the New Years' Day public holiday. In 2017 Council ceased operations at midday on Friday, 22 December whilst acknowledging Christmas Eve fell on the Sunday.

During the closure, service areas such as waste facilities, swimming pools and libraries continued to operate as normal. In addition, other key service teams operated in a limited manner and emergency crews were available to respond to urgent service-level matters.

2. Explanation of Item

For the 2018/19 Christmas/New Year period it is recommended that Council:

- close its operations from 5.00pm on Friday, 21 December 2018 and re-open at 8.30am on Wednesday, 2 January 2019; however,
- continue to operate the after-hours service, emergency crews and other operational teams and key services as determined by the Chief Executive Officer in consultation with the respective Director.

Details of Council's 2018/19 Christmas/New Year closure will be made available in Council facilities, on Council's website, and be advertised in local newspapers at the appropriate time prior to Christmas.

In line with normal practice, those officers not required to work over the Christmas/New Year period will be required to submit four days of leave or utilise banked RDOs to offset days taken (24,27,28 and 31 December) during the closure period.

3. Strategic Implications

3.1 Legislative/Legal Implications

No Legislative implications arising as a direct result of this report.

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

No policy implications arising as a direct result of this report.

3.4 Risk Management Implications

No Risk Management implications arising as a direct result of this report.

3.5 Delegated Authority Implications

No Delegated Authority implications arising as a direct result of this report.

ITEM 1.1 COUNCIL OPERATIONS - CHRISTMAS / NEW YEAR 2018/2019 - REGIONAL - A17001592 (Cont.)

3.6 Financial Implications

No Financial implications arising as a direct result of this report.

3.7 Economic Benefit

No Economic Benefit implications arising as a direct result of this report.

3.8 Environmental Implications

No Environmental implications arising as a direct result of this report.

3.9 Social Implications

No Social implications arising as a direct result of this report.

3.10 Consultation / Communication

Consultation has been carried out with Council and the Executive Management Team.

2 PLANNING & DEVELOPMENT SESSION

(Cr M Gillam)

No items for consideration.

ATTENDANCE

Mr James Peet attended the meeting at 10.41am for discussion on Item 3.1.

3 CORPORATE SERVICES SESSION

(Cr M Constance)

**ITEM 3.1
SMART LIGHTING AND SMART CITY NETWORK - REGIONAL**

Meeting / Session: 3 CORPORATE SERVICES
Reference: A16983669 : 28 May 2018 - Refer **Confidential** Supporting Information
A16685200
Responsible Officer: JP, Chief Digital Officer (CEO Financial & Project Services)

Executive Summary

Tenders were invited for the 'Provision of Smart Lighting Services (MBRC007107)'. The tender process closed on 27 February 2018 with ten conforming and one non-conforming tenders received.

It is recommended that Council award the contract to ENE-HUB Pty Ltd for the sum of \$971,500 (excluding GST) subject to both parties first negotiating suitable terms and conditions applicable to the contract.

COMMITTEE RECOMMENDATION

Moved by Cr Darren Grimwade

Seconded by Cr Julie Greer

CARRIED 11/0

1. That Contract Number MBRC007107 in respect of the tender for the 'Provision of Smart Lighting Services' project be awarded to ENE-HUB Pty Ltd.
2. That the Chief Executive Officer be authorised to take all action necessary to implement Recommendation 1 including, but not limited to, negotiation and execution of any required contract.

ITEM 3.1 SMART LIGHTING AND SMART CITY NETWORK - REGIONAL - A16983669 (Cont.)

OFFICER'S RECOMMENDATION

1. That Contract Number MBRC007107 in respect of the tender for the 'Provision of Smart Lighting Services' project be awarded to ENE-HUB Pty Ltd.
2. That the Chief Executive Officer be authorised to take all action necessary to implement Recommendation 1 including, but not limited to, negotiation and execution of any required contract.

REPORT DETAIL

1. Background

Moreton Bay Regional Council (MBRC) understands the importance of public lighting to provide the community with a safe and pleasant environment. Additionally, MBRC recognises that Smart Lighting networks are a key foundational system to support Smart City technologies and initiatives.

The term "Smart Lighting" encompasses road, street, park, open space and other public lighting solutions. The term "Smart City Network" describes a Fibre Optic data network delivering data connectivity to smart lighting poles.

MBRC is seeking to maximise value for the region by ensuring public lighting meets best practice for design, service delivery, operation and maintenance whilst also supporting emerging digital opportunities.

Accordingly, MBRC sought quotations for the provision of a Smart Lighting and Smart City Network service. Initially it is proposed to provide a Smart Lighting and Smart City network within Stage 1 of the Petrie Mill Redevelopment Project (The Mill). Additionally, future stages of the Mill project and other projects throughout the region could use this service.

Project outcomes sought included:

1. Delivering a modern, fit for purpose Smart Lighting service.
2. Cost efficiency, providing value for money, efficient power utilisation and reduce operational costs.
3. Technical outcomes such as lighting standards compliance, best practice data and system security whilst providing a digital asset for use by residents, local businesses and third parties.
4. Partnership outcomes such as collaboration and the facilitation of easy third party access.

2. Explanation of Item

The Mill is a major new innovation and university precinct being established in the Moreton Bay region with a full-scale University of the Sunshine Coast (USC) campus at its core. Stage 1 of the Mill project has begun construction. Preliminary engineering design indicates that this stage will require between 50 & 100 street and public area lights. Additional lights will be required for future stages of the Mill project and may be included in the USC campus itself.

Tenderers were requested to propose an appropriate smart lighting network in accordance with Council's required lighting outcomes along with a corresponding smart city network.

The following table lists the tender submissions based on a weighted score of non-price factors achieved through assessment:

Rank	Tenderer	Weighted Score (100)
1	J & P Richardson Industries Pty Ltd	100.00
2	ENE.HUB Pty Ltd (Alternative)	99.49
3	Telstra Corporation Limited	98.62
4	ENE.HUB Pty Ltd	98.40
5	Fibre optics design & construct	86.08

ITEM 3.1 SMART LIGHTING AND SMART CITY NETWORK - REGIONAL - A16983669 (Cont.)

Rank	Tenderer	Weighted Score (100)
6	UAM Pty Ltd	81.85
7	UAM Pty Ltd (Alternative)	81.85
8	Stowe Australia Pty Ltd	70.04
9	Aldridge Traffic Systems	68.29
10	LVX Engineers	56.41
11	Vector International Pacific Pty Ltd A/T/F the Meehan Family Trust trading as VRT Systems	Non-Conforming

J&P Richardson Industries Pty Ltd received the highest overall ranking based on their response to the selection criteria. The tender submission was very comprehensive and demonstrated a very good understanding in the delivery of this type of project and their capability to implement the system and operate the service. However, J & P Richardson Industries Pty Ltd's price was higher without offering any further benefit.

ENE.HUB Pty Ltd's alternative offer received the second highest overall ranking based on their response to the selection criteria. The tender submission was comprehensive and demonstrated a very good understanding in the delivery of this type of project and their general capability to implement the system and operate the service. While ENE.HUB Pty Ltd's tendered price was the lowest, the submission and subsequent clarification meeting demonstrated a superior methodology and provided the assessment panel with the necessary confidence in their capacity to deliver the service.

Telstra Corporation Limited received the third highest overall ranking based on their response to the selection criteria. The tender submission was very comprehensive and demonstrated a very good understanding in the delivery of this type of project and their capability to implement the system and operate the service. However, Telstra Corporation Limited's price was higher without offering any further benefit.

ENE.HUB Pty Ltd's offer received the fourth highest overall ranking based on their response to the selection criteria. The tender submission was comprehensive and demonstrated a very good understanding in the delivery of this type of project and their general capability to implement the system and operate the service. ENE.HUB Pty Ltd's tendered price was also the second lowest to their alternative offer.

Fibre optics design & construct Pty Ltd received the fifth highest based on their response to the selection criteria. The tender submission was satisfactory and demonstrated a reasonable understanding in the delivery of this type of project and their capability to provide the service. However, the submission indicated concerns due to a lack of detail of some key aspects of the service being sought

UAM Pty Ltd received the sixth and seventh highest overall rankings (including their alternative offer) based on their response to the selection criteria. The tender submission was satisfactory and demonstrated a reasonable understanding in the delivery of this type of project and their capability to provide the service. However, while UAM Pty Ltd provided a competitive price, the submission and subsequent clarification meeting indicated concerns regarding the resolution and integration of their services, pole design and facility access agreement.

One tender was assessed as non-conforming based on the absence of a bill of quantities covering the required system scope. This tender was not included in the final assessment.

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 s226 of the Local Government Regulation 2012.

3.2 Corporate Plan / Operational Plan

Creating Opportunities: Digital literacy and commerce - a digital region.

ITEM 3.1 SMART LIGHTING AND SMART CITY NETWORK - REGIONAL - A16983669 (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

The project risk has been assessed and the following issues identified. Possible impacts of these risks is minimised as detailed below.

Public safety traffic and pedestrian management:

The appointed contractor will be responsible for managing public safety during construction of the works in accordance with a Construction Safety Management Plan and approved Traffic Guidance Scheme.

3.5 Delegated Authority Implications

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

3.6 Financial Implications

Sufficient funds are provided within the overall project budget for Stage 1 of the Mill project.

3.7 Economic Benefit

The Mill development has significant regional economic benefits and Stage 1 is a catalyst for overall outcomes for the site as part of the broader 'The Mill at Moreton Bay' PDA. Additionally, the Smart lighting and Smart City network will benefit residents and local businesses by supporting new digital opportunities.

3.8 Environmental Implications

The use of LED luminaires require much less energy, along with a Smart City network that can support applications such as energy demand response approaches.

3.9 Social Implications

This project aligns with the Mill vision which seeks to encourage exhibit exemplar innovative and smart city technologies reflected throughout the built form, public realm and infrastructure.

3.10 Consultation / Communication

A broad range of stakeholders from within Council and USC were included in the evaluation panel.

ATTENDANCE

Mr James Peet left the meeting at 10.42am after consideration of Item 3.1.

4 ASSET CONSTRUCTION & MAINTENANCE SESSION

(Cr A Hain)

No items for consideration.

ATTENDANCE

Mr Rod MacBeth attended the meeting at 10.42am for discussion on Item 5.1

5 PARKS, RECREATION & SPORT SESSION

(Cr K Winchester)

**ITEM 5.1
GROUNDS MAINTENANCE CONTRACT - OPTION TO EXTEND CONTRACT -
REGIONAL SPORTS FACILITIES (DIVISION 2 & 9)**

Meeting / Session: 5 PARKS, RECREATION & SPORT
Reference: A16863643 : 30 April 2018
Responsible Officer: PR, Team Leader Parks Technical Services (ECM Asset Maintenance)

Executive Summary

This report seeks Council's approval to extend the current grounds maintenance contract for regional sports facilities, which include facilities such as South Pine Sports Complex (SPSC) and Moreton Bay Central Sports Complex (MBCSC). The current contract is due to expire on 30 June 2018; however, the contract provides the option to extend the contract for two x one-year periods, based upon satisfactory contractor performance.

The contractor has performed satisfactorily over the contract period, and it is recommended that the contract be extended for the further two x one-year periods as per current contract option with Landscape Solutions Maintenance Pty Ltd for the estimated annual sum of \$157,523 (excluding GST).

COMMITTEE RECOMMENDATION

Moved by Cr Peter Flannery

Seconded by Cr Julie Greer

CARRIED 11/0

That the current contract for the *Grounds Maintenance Services - Regional Sports Facilities (MBRC005476)* be extended for a further two x one-year periods, as per the options in the contract with Landscape Solutions Maintenance Pty Ltd for the estimated annual sum of \$157,523 (excluding GST).

ITEM 5.1 GROUNDS MAINTENANCE CONTRACT - OPTION TO EXTEND CONTRACT - REGIONAL SPORTS FACILITIES (DIVISION 2 & 9) - A16863643 (Cont.)

OFFICER'S RECOMMENDATION

That the current contract for the *Grounds Maintenance Services - Regional Sports Facilities (MBRC005476)* be extended for a further two x one-year periods, as per the options in the contract with Landscape Solutions Maintenance Pty Ltd for the estimated annual sum of \$157,523 (excluding GST).

REPORT DETAIL

1. Background

The SPSC and MBCSC are designed with elite playing surfaces which require specialised maintenance regimes to ensure the fields are maintained to the highest standard.

The current grounds maintenance contract (MBRC005476) was awarded to Landscape Solutions Maintenance Pty Ltd for an initial period of one year and 10 months, expiring 30 June 2018. During this period, Landscape Solutions Maintenance Pty Ltd has satisfactorily undertaken all aspects of the contract, ensuring the facilities are maintained to a high standard. This standard has been endorsed by user groups including the AFL, AFLQ and both Cricket and Football Brisbane.

2. Explanation of Item

The existing contract encompasses the following maintenance cycles annually to maintain the aesthetic appearance and desired playing surfaces of these high-profile facilities.

South Pine Sports Complex:

- 85 cylinder mowing cycles to the one elite standard AFL field
- 39 rotary mowing cycles to all other fields (other than the above)
- 26 rotary mowing cycles to all surrounding turf area at the facility

Moreton Bay Central Sports Complex:

- 85 cylinder mowing cycles to the two elite standard AFL fields
- 26 rotary mowing cycles to all surrounding turf area at the facility

In addition, Wolter Park, Albany Creek:

- 39 rotary mowing cycles to Senior Football field plus training area

3. Strategic Implications

3.1 Legislative/Legal Implications

The offer of extension is provided under Clause 3.2, Part 4, General Conditions of the Contract which states *"The Principal may, in its sole discretion, by written notice (an "Extension Notice") to the Contractor given not less than 1 month prior to the Contract Expiry Date extend the Term by the Extension Period"*.

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

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

ITEM 5.1 GROUNDS MAINTENANCE CONTRACT - OPTION TO EXTEND CONTRACT - REGIONAL SPORTS FACILITIES (DIVISION 2 & 9) - A16863643 (Cont.)

3.4 Risk Management Implications

Landscape Solutions Maintenance Pty Ltd has proven their ability to provide the services under this contract and has demonstrated flexibility as required. This contractor continues to comply with Council and State Government Workplace Health and Safety requirements.

3.5 Delegated Authority Implications

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

3.6 Financial Implications

Provision has been made in the draft 2018/19 Asset Maintenance operational services budget for the tendered works with an estimated ongoing maintenance cost of \$157,523 (GST exclusive) annually.

This project will be debited to job/project numbers 20439 101 and 20439 104 accordingly.

3.7 Economic Benefit

The effective management and maintenance of these high-profile sporting complexes and their subsequent presentation has a positive effect on the view people have of the sporting facilities of the region. The quality of sporting fields and their presentation has beneficial economic outcomes in terms of attracting State and National sporting events, creating investment in the region.

3.8 Environmental Implications

The successful tenderer is required to work under the provisions of the Agricultural Chemicals Distribution Control Act 1966 in the application of herbicides and the control of discharge of chemicals and other foreign materials into the groundwater and stormwater systems.

3.9 Social Implications

The ongoing maintenance of Council's open space network offers positive social implications in terms of regional and local recreation opportunities and fitness and wellbeing outcomes.

3.10 Consultation / Communication

Council officers have met to discuss the performance of the current contractor and their ability to remain compliant with the conditions and specifications of the contract. Officers have established that the current provider remains well positioned to effectively deliver the contract services.

ATTENDANCE

Mr Rod MacBeth left the meeting at 10.42am after consideration of Item 5.1.

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

No items for consideration.

CLOSURE

There being no further business the Chairperson closed the meeting at 10.46am.