



MINUTES

GENERAL MEETING

Tuesday 29 October 2019

commencing at 10.36am

Caboolture Chambers
2 Hasking Street, Caboolture

ENDORSED GM20191106

4. A) CONFIRMATION OF MINUTES FROM PREVIOUS GENERAL MEETING

General Meeting - 29 October 2019 (Pages 19/2257 - 19/2285)

RESOLUTION

Moved by Cr Mick Gillam

Seconded by Cr James Houghton

CARRIED 10/0

That the minutes of the General Meeting held 29 October 2019, be confirmed

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1. OPENING PRAYER

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

2. ATTENDANCE & APOLOGIES

Attendance:

Cr Allan Sutherland (Mayor) (Chairperson)
Cr Brooke Savige
Cr Peter Flannery
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

Acting Chief Executive Officer	(Mr Graeme Kanofski)
Director Community & Environmental Services	(Mr Bill Halpin)
Director Planning	(Mr Mike Pickering)
Director Engineering, Construction & Maintenance	(Mr Tony Martini)
Director Infrastructure Planning	(Mr Andrew Ryan)
Interim Director Finance & Corporate Services	(Mr Bruce Davidson)

Manager Executive Services	(Mr Darren Dallinger)
Accounting Services Manager	(Mr Denis Crowe)
Manager Strategic Planning	(Mr David Hood)
Team Leader Strategic Planning	(Ms Lauren Fishburn)

Meeting Support	(Kim Reid)
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Apologies:

Cr Adam Hain

Suspended:

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

3. MEMORIALS OR CONDOLENCES

Cr James Houghton expressed his condolences to the family of the late **Mr Barry St. Clair Orme Bolton OAM**, former Mayor of Redcliffe City Council, who recently passed away at the age of 85.

First elected to Redcliffe City Council in 1979, Mr Bolton was Deputy Mayor for nine years before becoming Mayor in 1991 and serving until 1997. Mr Bolton's near-two decades of service was commemorated through the naming of Barry Bolton Park, located in Margate.

Cr Houghton commented that Mr Bolton was a community stalwart, always very active in the community having served as President and Chairman with a variety of different organisations throughout the Moreton Bay region. In 1996 Mr Bolton was awarded an OAM for his service to Redcliffe.

Cr Houghton noted that Mr Bolton is survived by his wife, three sons and grandchildren and was a wonderful citizen who will be missed by the community.

3. MEMORIALS OR CONDOLENCES Cont'd

Cr Houghton expressed his condolences to the family of the late **Ms Stella Curran**, a Redcliffe resident for more than 50 years, who recently passed away at the age of 94.

Born in Hampshire in 1925, Ms Curran served in the Royal Women's Naval Service before being drafted to Sydney in 1945. Ms Curran married her husband, Brian in 1951 and together they settled in Scarborough in 1955 where they raised their three children.

Cr Houghton mentioned Ms Curran was a writer and editor, teacher, historian and charity worker who was an active member of the Redcliffe community having been involved in many community groups such as the Redcliffe Art Society, Historical Society, Redcliffe RSL Sub-branch, secretary of Redcliffe District Ex-Service women's club, Naval Association, War Widows and National Seniors.

Ms Curran is survived by three children, five grandchildren, one great granddaughter, a sister and two nieces.

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

4. A) CONFIRMATION OF MINUTES FROM PREVIOUS GENERAL MEETING

General Meeting - 22 October 2019 (Pages 19/2233 to 19/2256)

RESOLUTION

Moved by Cr Koliana Winchester

Seconded by Cr Mike Charlton (Deputy Mayor)

CARRIED 11/0

That the minutes of the General Meeting held 22 October 2019, be confirmed.

5. PRESENTATION OF PETITIONS

(Addressed to the Council and tabled by Councillors)

5.1. Petition: Mr Brad Kennedy - Woorim Beach Sand Pump Relocation (A19277662)

Cr Brooke Savige tabled a petition containing 501 signatures, received from Mr Brad Kennedy, reading as follows:

"We, the people of Moreton Bay Shire and the Supporters of Woorim Beach ask that the new sand pumping station structures be relocated from the current construction site."

Council received the petition, referring it to the Director Infrastructure Planning for investigation and report to Council, if required.

6. CORRESPONDENCE

There was no correspondence to be tabled.

7. COMMUNITY COMMENT

7.1. Community Comment: Mr Brad Kennedy - Woorim Sand Pump Relocation (A19236226)

As part of the Community Comment session, Mr Brad Kennedy, as approved by the Acting Chief Executive Officer, has been invited to address the Council in respect of the Woorim Sand Pump Relocation.

Mr Kennedy's address contained the following points:

- The amenity of the area has been seriously eroded;
- The consultation process was a dismal failure;
- Council failed to deliver a proper picture of what the project would look like;
- Council failed to inform locals of the destruction this has caused to their beach;
- The pump was not installed in the Erosion Management plan location;
- Residents and visitors are outraged by the location of the pump;
- Suggested solutions include:
 - Move the pump to a location that is more suitable to community expectations;
 - Involve the community with a site selection;
 - Consult with ratepayers via their mailing address;
 - Ensure the new pumps are electric;
 - Look at alternatives to existing design

The Mayor thanked Mr Kennedy for attending the Community Comment Session.

8. NOTIFIED MOTIONS

There were no notified motions.

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

(s262 of the Local Government Regulation 2012)

There were no notices of motion.

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

(as referred by the Chief Executive Officer)

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

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

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

1 GOVERNANCE SESSION

(Cr A Sutherland, Mayor)

ITEM 1.1

ADOPTION OF MEETING SCHEDULE FOR THE PERIOD JANUARY AND FEBRUARY 2020 - REGIONAL

Meeting / Session: 1 GOVERNANCE
Reference: A19244679 : 22 October 2019
Responsible Officer: KC, Team Leader Meeting Support (CORP Executive Services)

Executive Summary

Pursuant to s277 of the Local Government Regulation 2012, Council must, at least once in each year, publish in a newspaper circulating generally in its area a notice of the days and times when its general (ordinary) meetings, and Standing Committee meetings, will be held.

To accommodate the conduct of the local government elections on 28 March 2020, a proposed meeting schedule for the months of January and February 2020 is provided for consideration and adoption.

RESOLUTION

Moved by Cr Denise Sims

Seconded by Cr Mike Charlton (Deputy Mayor)

CARRIED 11/0

1. That the meeting schedule for the months of January and February 2020 be adopted as follows:

Date	Time	Meeting	Location
Tuesday 21 January 2020	10.30am	General Meeting	Strathpine
Tuesday 28 January 2020	10.30am	General Meeting	Caboolture
Tuesday 4 February 2020	10.30am	General Meeting	Strathpine
Tuesday 11 February 2020	10.30am	General Meeting	Caboolture
Tuesday 18 February 2020	10.30am	General Meeting	Strathpine
Tuesday 25 February 2020	10.30am	General Meeting	Strathpine

2. That the meeting schedule for the months of January and February 2020 be advertised in accordance with s277 of the Local Government Regulation 2012.

OFFICER'S RECOMMENDATION

1. That the meeting schedule for the months of January and February 2020 be adopted as follows:

Date	Time	Meeting	Location
Tuesday 21 January 2020	10.30am	General Meeting	Strathpine
Tuesday 28 January 2020	10.30am	General Meeting	Caboolture
Tuesday 4 February 2020	10.30am	General Meeting	Strathpine
Tuesday 11 February 2020	10.30am	General Meeting	Caboolture
Tuesday 18 February 2020	10.30am	General Meeting	Strathpine
Tuesday 25 February 2020	10.30am	General Meeting	Caboolture

2. That the meeting schedule for the months of January and February 2020 be advertised in accordance with s277 of the Local Government Regulation 2012.

REPORT DETAIL

1. Background

To satisfy the legislative requirement to adopt and publish a list of Council general (ordinary) and standing committee meetings each year, a proposed meeting schedule for the months of January and February 2020 has been prepared for consideration.

The meeting schedule is limited to the months of January and February to accommodate the conduct of the local government elections on 28 March 2020.

2. Explanation of Item

At its post-election meeting held 18 April 2016, Council resolved to conduct its General Meetings generally on a Tuesday each week commencing at 10.30am. The meeting schedule for January and February 2020 has been prepared on this basis and is proposed as follows:

Date	Time	Meeting	Location
Tuesday 21 January 2020	10.30am	General Meeting	Strathpine
Tuesday 28 January 2020	10.30am	General Meeting	Caboolture
Tuesday 4 February 2020	10.30am	General Meeting	Strathpine
Tuesday 11 February 2020	10.30am	General Meeting	Caboolture
Tuesday 18 February 2020	10.30am	General Meeting	Strathpine
Tuesday 25 February 2020	10.30am	General Meeting	Caboolture

3. Strategic Implications

3.1 Legislative/Legal Implications

Council meetings are conducted in accordance with the Local Government Regulation 2012.

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

There are no policy implications in relation to this matter.

3.4 Risk Management Implications

There are no identifiable risks in relation to this matter.

- 3.5 Delegated Authority Implications
There are no delegated authority implications arising as a direct result of this report.
- 3.6 Financial Implications
Advertising costs have been included in the 2019/20 budget.
- 3.7 Economic Benefit
There is no identifiable economic benefit in relation to this matter.
- 3.8 Environmental Implications
There are no environmental implications in relation to this matter.
- 3.9 Social Implications
There are no social implications in relation to this matter.
- 3.10 Consultation / Communication
The Mayor, Councillors, Acting Chief Executive Officer and Manager Executive Services have been consulted in this matter.

ATTENDANCE

Mr Darren Dallinger attended the meeting at 11.00am for discussion on Item 1.2.

ITEM 1.2
ADOPTION OF COUNCIL POLICIES - REGIONAL

Meeting / Session: GOVERNANCE
Reference: A19205020 : 11 October 2019 **Refer Supporting Information A18197971 & A17415135**
Responsible Officer: DD, Manager Executive Services (CORP, Executive Services)

Executive Summary

Council regularly reviews its Policies for applicability, effectiveness, and consistency with relevant legislation, Council resolutions, and other Council documents.

The purpose of this report is to seek Council's consideration of the following policies, as appearing in the supporting information to this report:

- Policy 2150-037 - Use of Council's Information and Communication Technology Systems
- Policy 2150-093 - Related Party Disclosures

and the rescission of Policy 2150-054 Appropriate Usage - Fixed and Mobile Telecommunications and Electronic Devices - (consolidated into Policy 2150-037 - Use of Council's Information and Communication Technology Systems)

RESOLUTION

Moved by Cr Matt Constance

Seconded by Cr Mick Gillam

CARRIED 11/0

1. **That the following policies be adopted, as appearing in the supporting information to this report:**
 - **Policy 2150-037 - Use of Council's Information and Communication Technology Systems; and**
 - **Policy 2150-093 - Related Party Disclosures**
2. **That Policy 2150-054 Appropriate Usage - Fixed and Mobile Telecommunications and Electronic Devices be rescinded.**

OFFICER'S RECOMMENDATION

1. That the following policies be adopted, as appearing in the supporting information to this report:
 - Policy 2150-037 - Use of Council's Information and Communication Technology Systems; and
 - Policy 2150-093 - Related Party Disclosures
2. That Policy 2150-054 Appropriate Usage - Fixed and Mobile Telecommunications and Electronic Devices be rescinded.

REPORT DETAIL

1. Background

In accordance with the review triggers, Council reviews its Policies for applicability, effectiveness, and consistency with relevant legislation, Council resolutions, and other Council documents.

2. Explanation of Item

Use of Council's Information and Communication Technology Systems - Policy 2150-037

Objective: The objective of this Policy is to provide a framework for the use of Council's Information and Communication Technologies (ICT) systems.

Policy Summary: The use of ICT systems is an integral part of Council's daily operations. Council is committed to the appropriate use of ICT systems by Councillors and employees in accordance with relevant legislation and Council's corporate values.

Use of Council's ICT Systems

Council's ICT systems must only be used for carrying out official Council business in accordance with this Policy including, but not limited to:

- (1) publishing and browsing on the internet (including intranet);
- (2) instant, direct and text messaging (including SMS and MMS);
- (3) accessing interactive services and social media (including weblogs or "blogs");
- (4) downloading or accessing files from the internet or other electronic sources;
- (5) sending and receiving e-mail;
- (6) accessing electronic bulletins/notice boards, discussion/news groups and "chat" facilities;
- (7) file transfer and file sharing;
- (8) video conferencing and streaming media;
- (9) subscribing to list servers, mailing lists or other like services;
- (10) copying, saving or distributing files;
- (11) viewing material electronically; and
- (12) printing material.

Summary of amendments: Amendments have been effected to provide clearer guidelines including updates to relevant legislation, definitions and administrative amendments.

Policy 2150-037 clarifies the authority for access to International Roaming services and provides provision for incidental personal usage across Information and Communication Technology Systems.

Appropriate Usage - Fixed and Mobile Telecommunications and Electronic Devices - Policy 2150-054

This policy has been consolidated into Use of Council's Information and Communication Technology Systems - Policy 2150-037 and is recommended to be rescinded.

Related Party Disclosures - Policy 2150-093

Objective: The objective of this Policy is to provide Council with a framework to ensure its general purpose financial statements comply with Australian Accounting Standard AASB 124 - Related Party Disclosures.

Policy Summary: The purpose of AASB 124 is to ensure that Council's general purpose financial statements contain the disclosures necessary to draw attention to the possibility that Council's financial position and performance may have been affected by the existence of Related Parties and Related Party Transactions.

Subject to paragraph 4 of the policy, the Financial and Project Services Department will be responsible for identifying any Entities that meet the definition of a "Related Party" and for ensuring that the relevant disclosure of Related Party Transactions is made in accordance with AASB 124.

Summary of amendments: Amendments have been effected to provide clearer guidelines including updates to relevant legislation, definitions and administrative amendments.

3. Strategic Implications

3.1 Legislative/Legal Implications

These policies have been developed in accordance with the *Local Government Act 2009* and the Local Government Regulation 2012.

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

Council regularly reviews its Policies for applicability, effectiveness, and consistency with relevant legislation, Council resolutions, and other Council documents.

3.4 Risk Management Implications

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

3.5 Delegated Authority Implications

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

3.6 Financial Implications

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

3.7 Economic Benefit

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

3.8 Environmental Implications

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

3.9 Social Implications

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

3.10 Consultation / Communication

Councillors, the Executive Management team and relevant Council officers have been consulted in the preparation of this report.

ATTENDANCE

Mr Darren Dallinger left the meeting at 11.02am after Item 1.2 and Mr Joshua O'Keefe attended the meeting at this time for discussion on Item 1.3.

ITEM 1.3
2018-19 ANNUAL REPORT - REGIONAL

Meeting / Session: 1 GOVERNANCE
Reference: A19254986 : 24 October 2018 - **Refer Supporting Information A19078463 (tabled at meeting)**
Responsible Officer: JO, Manager Strategy and Engagement (CEO Strategy & Engagement)

Executive Summary

This report seeks adoption of the Moreton Bay Regional Council 2018-19 Annual Report.

RESOLUTION

Moved by Cr Matt Constance

Seconded by Cr Koliana Winchester

CARRIED 11/0

That the Moreton Bay Regional Council 2018-19 Annual Report be adopted, as tabled.

OFFICER'S RECOMMENDATION

That the Moreton Bay Regional Council 2018-19 Annual Report be adopted, as tabled.

REPORT DETAIL

1. Background

The Moreton Bay Regional Council 2018-19 Annual Report has been prepared in accordance with the *Local Government Act 2009* and Local Government Regulation 2012. This legislation stipulates how a council is required to measure its performance in its annual report against its Operational Plan for 2018-19 and the objectives of its Corporate Plan.

In accordance with section 182 of the Local Government Regulation 2012, a local government must adopt its annual report within one month after the day the auditor-general gives the auditor-general's audit report about the local government's financial statements for the financial year to the local government.

2. Explanation of Item

The 2018-19 Annual Report outlines Council's operations, activities and financial performance for the reporting period. It presents a record of Council's operations to residents, ratepayers, customers and other interested parties.

The report highlights Council's investment in initiatives, projects and partnerships that support a thriving regional economy. This included ongoing works at the Mill at Moreton Bay, a project that will deliver around 6,000 local jobs as well as the region's first full-service university, USC Moreton Bay.

In partnership with USC, Council also launched a university scholarship program which will help to improve the region's low tertiary education rates and tackle long-term unemployment by preparing the region's next generation for jobs of the future.

The report highlights council's commitment to ensuring the safety, strength and inclusivity of our communities. This included ongoing improvements to the accessibility of information, services and facilities that make the Moreton Bay Region a great place to live, work and visit. This commitment was recognised at the National Awards for Local Government with Council's library service taking out the Disability and Access Inclusion Award for its innovative Backstage Pass Program. Council also continued construction of the region's largest, purpose-built all-abilities recreation facility located at Leslie Patrick Park in Arana Hills.

Other highlights included major environmental and tree planting projects, waste management initiatives, community grants, as well as support for major community events including the Redcliffe KiteFest, Abbey Medieval Festival, Moreton Kids Festival and Moreton Bay Food and Wine Festival.

The 2018-19 Annual Report was guided by the Corporate Plan 2017-22. The document contains financial highlights, operational activities and achievements, information related to corporate governance requirements and the Community Financial Report.

Once adopted, the 2018-19 Annual Report will be available for download at www.moretonbay.qld.gov.au/annualreport and a copy made available for viewing at Council's customer service centres.

3. Strategic Implications

3.1 Legislative/Legal Implications

The preparation and adoption of an Annual Report is a requirement of the Local Government Regulation 2012. The Annual Report must contain specific detail as required by the *Local Government Act 2009*.

3.2 Corporate Plan / Operational Plan

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

- 3.3 Policy Implications
There are no policy implications arising as a direct result of this report.
- 3.4 Risk Management Implications
There are no risk management implications arising as a direct result of this report.
- 3.5 Delegated Authority Implications
There are no delegated authority implications arising as a direct result of this report.
- 3.6 Financial Implications
The cost of the preparation has been provided in the 2018/19 budget.
- 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 result of this report.
- 3.9 Social Implications
There are no social implications arising as a result of this report.
- 3.10 Consultation / Communication
The compilation of the Annual Report has required extensive consultation across the organisation and has relied on consultation with Councillors and input from Officers at all levels.

ATTENDANCE

Mr Joshua O'Keefe left the meeting at 11.03am after Item 1.3.

2 PLANNING & DEVELOPMENT SESSION

(Cr M Gillam)

No items for consideration.

ATTENDANCE

Mr Denis Crowe attended the meeting at 11.03am for discussion on Item 3.1.

3 CORPORATE SERVICES SESSION

(Cr M Constance)

ITEM 3.1

QUARTER 1 OPERATIONAL PLAN REVIEW FOR 2019/20 - REGIONAL

Meeting / Session: 3 CORPORATE SERVICES

Reference: A19245811 : 22 October 2019 - **Refer Supporting Information A19247569**

Responsible Officer: DC, Accounting Services Manager (CORP Accounting Services)

Executive Summary

The purpose of this report is to present the Quarter 1 Operational Plan Review for 2019/20.

RESOLUTION

Moved by Cr Mick Gillam

Seconded by Cr Julie Greer

CARRIED 11/0

That the Quarter 1 Operational Plan for 2019/20 be received.

OFFICER'S RECOMMENDATION

That the Quarter 1 Operational Plan for 2019/20 be received.

REPORT DETAIL

1. Background

Council adopts its budget annually along with its Operational Plan. In accordance with the Local Government Regulation 2012 the Operational Plan must be reported on every quarter.

2. Explanation of Item

Council adopts an annual Operational Plan, that in accordance with the Local Government Regulation 2012, must be reported on every quarter.

Council's Operational Plan is segregated into Departments, each having their own Key Performance Indicators (KPI's).

This is the first quarter progress report on how the Departments are performing against the KPI's. A commentary provided by the Departments accompanies the KPI's to add the necessary context.

KPI's can be an annual target or more specifically a targeted quarterly outcome.

3. Strategic Implications

3.1 Legislative/Legal Implications

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

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

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

3.4 Risk Management Implications

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

3.5 Delegated Authority Implications

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

3.6 Financial Implications

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

3.7 Economic Benefit

The Operational Plan contributes to the Corporate Plan in achieving three key themes. Economic Benefit relates to the theme of:

- Creating Opportunities

delivered through two key strategies:

- Develop a sustainable, innovative and thriving economy that creates valuable employment for residents, protects the region's high quality of life and provides a prosperous future for residents.
- Develop projects which deliver strategic opportunities for the Moreton Bay Region.

3.8 Environmental Implications

The Operational Plan contributes to the Corporate Plan in achieving three key themes. Environmental Implications relates to the theme of:

- Valuing Lifestyle

Delivered through three key strategies:

- Maintain sustainable waste management for the Moreton Bay Region.
- Maintain and enhance the health of the natural environment.
- Protect public assets and maintain environmental standards through management of the stormwater network, coastal areas and waterways.

3.9 Social Implications

The Operational Plan contributes to the Corporate Plan in achieving three key themes. Social Implications:

- Strengthening Communities

Delivered through three key strategies

- Develop a strong and inclusive community.
- Provide residents opportunity to participate and engage with their community.
- Maintain a lifestyle enhanced and protected by local law.

3.10 Consultation / Communication

Council, The Executive Management Team, Managers and other key Council officers were involved in preparing the quarterly operational plan report.

ATTENDANCE

Mr Denis Crowe left the meeting at 11.04 after Item 3.1.

4 ASSET CONSTRUCTION & MAINTENANCE SESSION (Cr A Sutherland, Mayor)

ITEM 4.1**TENDER - SUPPLY OF MACHINERY FOR OPERATIONAL SERVICES AT SELECTED WASTE MANAGEMENT FACILITIES (MBRC008832) - REGIONAL**

Meeting / Session: 4 ASSET CONSTRUCTION & MAINTENANCE
Reference: A18977734 : 2 October 2019 - Refer **Confidential** Supporting Information
A18978561, A18978565 and A19059627
Responsible Officer: BM, Coordinator Waste Operations (ECM Waste Services)

Executive Summary

Tenders were invited for the *Supply of Machinery for Operational Services at Selected Waste Management Facilities (MBRC008832)* and closed on 25 June 2019, with five conforming tender submissions received. The service includes the supply of machinery to push up green waste and compact waste into on-site bins to maximise the storage capacity at the smaller transfer stations in the rural areas of the region.

Four submissions were for services to all eight selected waste management facilities, while one tender submission was for the services to the Mt Nebo waste management facility only.

It is recommended that the tender for the *Supply of Machinery for Operational Services at Selected Waste Management Facilities (MBRC008832)* be awarded to two (2) companies, being:

- JK Cartage Pty Ltd ('JK') for the services at seven selected waste management facilities including other locations or services as required; and
- Matthew Craig Tilling ('MCT') for the Mt Nebo waste management facility, including other services as required.

Both arrangements are for a three-year period, with an option of extending the contracts by a further 3 x 1 year periods, subject to Council's discretion. The two companies presented the best overall offers to Council, demonstrating a knowledge of the requirements of the services, relevant workplace health and safety requirements, experience and possessed the necessary plant and resources to undertake the services.

RESOLUTION

Moved by Cr Darren Grimwade

Seconded by Cr Matt Constance

CARRIED 11/0

1. That the tender for the *Supply of Machinery for Operational Services at Selected Waste Management Facilities (MBRC008832)* be awarded to JK Cartage Pty Ltd, for the waste management facilities at Ningi, Upper Caboolture, Wamuran, Woodford, Toorbul, Samford and Dayboro for the estimated total sum of \$4,500 (excluding GST) per week (or \$234,000/year) for a period of 3 years with the option to extend by 3 x 1-year periods at Council's discretion.
 - a) That the Council enters into an agreement with JK Cartage Pty Ltd as described in this report.
 - b) That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, negotiating, making, amending, signing and discharging the agreement with JK Cartage Pty Ltd for *Supply of Machinery for Operational Services at Selected Waste Management Facilities (MBRC008832)* at the transfer stations at Ningi, Upper Caboolture, Wamuran, Woodford, Toorbul, Samford and Dayboro and any required variations of the agreement on Council's behalf.

2. That the tender for the *Supply of Machinery for Operational Services at Selected Waste Management Facilities (MBRC008832)* be awarded to Matthew Craig Tilling, for the waste management facility at Mt Nebo for the estimated total sum of \$840 (excluding GST) per week (or \$43,680/year) for a period of 3 years with the option to extend by 3 x 1-year periods at Council's discretion.
- a) That the Council enters into an agreement with Matthew Craig Tilling as described in this report.
 - b) That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, negotiating, making, amending, signing and discharging the agreement with Matthew Craig Tilling for *Supply of Machinery for Operational Services at Selected Waste Management Facilities (MBRC008832)* at the Mt Nebo transfer station and any required variations of the agreement on Council's behalf.

OFFICER'S RECOMMENDATION

1. That the tender for the *Supply of Machinery for Operational Services at Selected Waste Management Facilities (MBRC008832)* be awarded to JK Cartage Pty Ltd, for the waste management facilities at Ningi, Upper Caboolture, Wamuran, Woodford, Toorbul, Samford and Dayboro for the estimated total sum of \$4,500 (excluding GST) per week (or \$234,000/year) for a period of 3 years with the option to extend by 3 x 1-year periods at Council's discretion.
 - a) That the Council enters into an agreement with JK Cartage Pty Ltd as described in this report.
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2. That the tender for the *Supply of Machinery for Operational Services at Selected Waste Management Facilities (MBRC008832)* be awarded to Matthew Craig Tilling, for the waste management facility at Mt Nebo for the estimated total sum of \$840 (excluding GST) per week (or \$43,680/year) for a period of 3 years with the option to extend by 3 x 1-year periods at Council's discretion.
 - a) That the Council enters into an agreement with Matthew Craig Tilling as described in this report.
 - b) That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, negotiating, making, amending, signing and discharging the agreement with Matthew Craig Tilling for *Supply of Machinery for Operational Services at Selected Waste Management Facilities (MBRC008832)* at the Mt Nebo transfer station and any required variations of the agreement on Council's behalf.

REPORT DETAIL

1. Background

Waste services currently source machinery for these services using Council's register of pre-qualified suppliers for heavy plant and equipment services; however, due to the scheduling and number of regular services across the region, tenders were sought to obtain a better price for Council over a contract term of 3 years with an option of 3 x 1-year extensions at Council's discretion.

Operational services involve the pushing up of the green waste stockpiles and the compacting of general rubbish in the onsite roll on roll off (RORO) bins at the transfer stations to ensure adequate available space. The pushing up of green waste and the compacting of general waste in the RORO bins provides a more efficient use of the facilities and reduces the cost of contractors processing the green waste and servicing the RORO bins.

2. Explanation of Item

Tenders were invited for the *Supply of Machinery for Operational Services at Selected Waste Management Facilities (MBRC008832)* and closed on 25 June 2019 with five conforming tender submissions received. Four submissions were for services to all eight selected waste management facilities, while one tender submission was for the services to the Mt Nebo waste management facility only.

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	JK Cartage Pty Ltd	100
2	EPH Contracts Pty Ltd	94.65

RANK	TENDERER	EVALUATION SCORE
3	JWB Constructions Pty Ltd	88.45
4	Agri Till Pty Ltd	39.44

Table 1 - 7 x Waste Management Facilities (without Mt Nebo)

RANK	TENDERER	EVALUATION SCORE
1	JK Cartage Pty Ltd	100
2	EPH Contracts Pty Ltd	95.13
3	Matthew Craig Tilling	93.28
4	JWB Constructions Pty Ltd	87.57
5	Agri Till Pty Ltd	29.66

Table 2 - Mt Nebo Waste Management Facility only

All tenderers submitted conforming tenders that addressed the selection criteria. The tender submissions included company profile, tendered rates, work health and safety management, supply of machinery, past experience and insurances required to undertake the services.

JK Cartage Pty Ltd ('JK') - JK provided a comprehensive tender, submitted the lowest price and received the highest ranking. JK have provided earthmoving equipment to Council for the past 20 years, as well as, RoadTek and local development companies. JK are the current contractor for this service to Council. The panel recommends that JK be awarded 7 of the 8 the waste management facilities for the *Supply of Machinery for Operational Services at Selected Waste Management Facilities (MBRC008832)*.

Matthew Craig Tilling ('MCT') - MCT is an individual operator who has previously carried out earthmoving services in the local area for Council and Queensland Parks and Wildlife Services. MCT submitted a comprehensive tender, however, the offer from MCT was the third rated offer. The panel recommends the offer from MCT be accepted as the most suitable tenderer for the services at Mt Nebo waste management facility (refer item 3,4 below for further background to this recommendation).

EPH Contracts Pty Ltd ('EPH') - ,EPH submitted a comprehensive tender, with the company currently undertaking earthmoving services on motorway and highway projects in Queensland.

JWB Constructions Pty Ltd ('JWB') - , JWB submitted a comprehensive tender, the company currently undertakes machinery hire for Queensland Rail and private company projects for Aurizon and BHP.

3. Strategic Implications

3.1 Legislative/Legal Implications

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

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

These services have been procured in accordance with the provisions of the following documents:

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

3.4 Risk Management Implications

The successful tenderers are required to provide evidence of their public liability insurance and comply with their own Work Health and Safety management plans which were provided as part of

their tender for review by the panel. Working with the public and minimising any safety risks whilst working on site are key criteria to be followed.

The panel reviewed the submission from Matthew Craig Tilling ('MCT') and recommends that this tender for the services at the Mt Nebo Waste Management Facility was the best overall offer, based on the following:

- MCT is a local resident which negates the requirement for heavy machinery to be transported up and down the mountain range several days each week.
- For emergency events, MCT is relatively close to attend the site.
- MCT has previous experience as a ranger for Queensland Parks and Wildlife Service (QPWS). The Mt Nebo Transfer Station is situated on a leased area within the D'Aguiar National Park and MCT is conversant with the QPWS requirements for this site.
- MCT is an active member of the Mt Nebo Rural Fire Brigade and currently maintains a fire break around the green waste stockpile at the transfer station. His experience with the fire brigade and QPWS in maintaining a safe buffer is a significant benefit to Council.
- MCT's knowledge of the local area and residents is invaluable and is immediately aware if non-residents or 'commercials' are accessing the facility.

The panel agreed to recommend MCT based on the above information and his previous history in the provision of services to Council.

A third-party review of the financial status has been carried out on the two companies selected and the tenderers' third-party review is included in confidential supporting information #3 and #4.

3.5 Delegated Authority Implications

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

3.6 Financial Implications

The budget amount for these services is sufficient.

3.7 Economic Benefit

Servicing will be carried out on a weekly scheduled basis. Fixed rates will allow for accurate cost estimates and forecasting of services for the term of the agreement. Obtaining suitable equipment for the services ensures the efficient operations and prevents the likelihood of damage to the internal roads and storage pads.

3.8 Environmental Implications

The separation of greenwaste is a major target of waste minimisation in preserving landfill space and meets the requirements of Council's Sustainability Policy and waste minimisation program. Compacting of rubbish in bins on site assists in preventing excess rubbish being windswept into the environment and also improves the efficient use of bins, providing savings to Council.

3.9 Social Implications

Scheduled services by the contractor will ensure residents have easy access and available space when disposing of greenwaste and rubbish in the appropriate locations at the facilities.

3.10 Consultation / Communication

Consultation was held with Council's Team Leader Procurement to ensure compliance with Council's Procurement Policy. The tender document templates have been approved by Legal Services.

5 PARKS, RECREATION & SPORT SESSION

(Cr K Winchester)

No items for consideration.

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 SESSION

(Cr D Grimwade)

No items for consideration.

11. GENERAL BUSINESS OR RESPONSE TO QUESTIONS TAKEN ON NOTICE

**ITEM 11.1
PENINSULA POWER JUNIOR PRESENTATION DAY**

Cr Koliana Winchester made mention that she represented Cr Allan Sutherland (Mayor) on Saturday, 26 October 2019 at the Peninsula Power Junior Presentation Day (Community Division). Cr Winchester noted there was approximately 400 kids in attendance with Peninsula Power expressing their thanks to Council for Council's ongoing support throughout the year, noting that 2019 was another successful year for the club.

**ITEM 11.2
DEFENCE FAMILY AND COMMUNITY OPEN DAY**

Cr Mick Gillam mentioned his attendance on Saturday, 26 October 2019 at the Bray Park-Strathpine RSL Sub-Branch, Defence Family and Community Open Day. Cr Mick Gillam noted this event provided a unique opportunity for the community to get together and show their appreciation for the veterans' service.

Cr Gillam advised there was approximately 1000 people in attendance with the RSL Sub-Branch extending their thanks to Council for Council's in-kind support for the day.

**ITEM 11.3
FREEDOM OF ENTRY**

Cr Mike Charlton (Deputy Mayor) represented Cr Allan Sutherland (Mayor) on Saturday, 26 October at the Freedom of Entry event for the 212 Squadron Australian Air Force Cadets which was held along Redcliffe Parade, in Redcliffe.

Cr Charlton noted it was good to see young people involved in such an event. This was made evident when the Cadets marched down Redcliffe Parade and were greeted by applause from members of the public who watched on from surrounding cafes and shops.

Cr Charlton mentioned it was a pleasure and honour to be part of such a significant and worthwhile event.

12. CLOSED SESSION

(s275 of the Local Government Regulation 2012)

Consideration of confidential officers' reports as referred by the Chief Executive Officer and confidential general business matters as raised at the meeting.

CLOSED SESSION

RESOLUTION

Moved by Cr Matt Constance

Seconded by Cr Peter Flannery

CARRIED 11/0

That Council move into closed session pursuant to the provisions of s275 (1) of the Local Government Regulation 2012 to discuss Items C.1 to C.2.

Members of the press and public gallery left the Chambers.
The closed session commenced at 11.08am.

ATTENDANCE

Mr David Hood and Ms Lauren Fishburn attended the meeting at 11.10am for discussion on Items C.1 and C.2.

OPEN SESSION

RESOLUTION

Moved by Cr Koliana Winchester

Seconded by Cr Peter Flannery

CARRIED 11/0

That Council resume in open session and that the following motions be considered.

The open session resumed at 11.18am.

12a. CONFIDENTIAL OFFICERS' REPORTS TO COUNCIL

ITEM C.1 – CONFIDENTIAL

MBRC PLANNING SCHEME - PROPOSED S18 TAILORED AMENDMENT - STATE INTEREST REVIEW, CONSIDERATION OF SUBMISSIONS AND REQUEST FOR MINISTER'S APPROVAL - REGIONAL

Meeting / Session: 2 Planning & Development (Cr M Gillam)

Reference: A19117149: 1 October 2019 - Refer **Confidential Supporting Information A19249630; fA829762; fA829780; A19249784; A19206175; A19232388**

Responsible Officer: LF, Team Leader - Strategic Planning (PED Strategic Planning)

Basis of Confidentiality

Pursuant to s275 (1) of the Local Government Regulation 2012, clause (g), as the matter involves action to be taken by the Council under the Planning Act, including deciding applications made to the Council under that Act.

Executive Summary

At its Coordination Committee Meeting on 13 December 2018, Council resolved to make an amendment to the MBRC Planning Scheme under Section 18 (S18 Tailored Amendment) of the *Planning Act 2016* (the Act).

On 7 May 2019, Council received a Notice (Notice) from the Chief Executive of the Department of State Development, Manufacturing, Infrastructure and Planning under section 18(3) of the Act which outlined the tailored process for making the proposed amendment to the planning scheme.

The purpose of this report is to seek Council approval to:

- Comply with the Chief Executives conditions;
- Make changes to the planning scheme in response to feedback from submissions and the State interest review response;
- Notify the State of Council's response to the State interest review comments;
- Notify submitters about the outcomes of the submission consideration process; and
- Request the Minister allow the Council to adopt the proposed planning scheme amendment.

RESOLUTION

Moved by Cr Matt Constance

Seconded by Cr Kolianna Winchester

CARRIED 11/0

1. That Council has considered the State interest review response from the Department of State Development, Manufacturing, Infrastructure and Planning.
2. That Council has considered all properly made submissions received by Council about the proposed planning scheme amendment.
3. That having considered the State interest review response and the properly made submissions, Council approves the changes to the proposed planning scheme amendment and the response to the State generally as contained in Attachments A, B and E.

4. That the Chief Executive Officer is authorised to:
 - a) notify persons who made properly made submissions by writing to each submitter about how submissions were dealt with;
 - b) prepare a Consultation Report generally in accordance with Attachment D summarising the issues raised in submissions and outlining how Council has responded to those issues;
 - c) make publicly available the Consultation Report by:
 - (i) placing a copy on Council's website for viewing and downloading,
 - (ii) placing hardcopies at Council's Strathpine, Caboolture and Redcliffe Customer Service Centres for inspection and purchase,
 - (iii) providing the report to each person who made a properly made submission.
5. That at the completion of items 1 to 4 above, the Chief Executive Officer be authorised to write to the Minister for State Development, Manufacturing, Infrastructure and Planning under section 18 of the *Planning Act 2016* and Request the Minister allow the Council to adopt the proposed planning scheme amendment in accordance with the Notice titled Chief Executive Notice Tailored Amendment 1 (proposed amendment) to the Moreton Bay Regional Council Planning Scheme ("Notice").
6. That the Chief Executive Officer be authorised to make minor, administrative and editorial changes to the proposed planning scheme and any associated documentation, if required, prior to it being provided to the Minister.
7. That the Chief Executive Officer be authorised to do all things reasonable and necessary in order to follow the process in the Notice in relation to the completion of the request made by the Council to the Minister to allow the Council to adopt the proposed planning scheme amendment.
8. That in response to the community feedback received during this amendment process, Council will undertake the following further bodies of work, noting the outcomes of this work may inform future amendments to the planning scheme:
 - a) A review of Secondary dwellings and the outcomes being achieved; and
 - b) A review of the Next generation neighbourhood precinct and the outcomes being achieved.

ITEM C.2 – CONFIDENTIAL

MBRC PLANNING SCHEME - PROPOSED AMENDMENT TO PLANNING SCHEME POLICIES - CONSIDERATION OF SUBMISSIONS - REGIONAL

Meeting / Session: 2 Planning & Development (Cr M Gillam)

Reference: A19117149: 1 October 2019 - Refer **Confidential** Supporting Information fA829780; A19249784

Responsible Officer: LF, Team Leader - Strategic Planning (PED Strategic Planning)

Basis of Confidentiality

Pursuant to s275 (1) of the Local Government Regulation 2012, clause (g), as the matter involves action to be taken by the Council under the Planning Act, including deciding applications made to the Council under that Act.

Executive Summary

At its Coordination Committee Meeting on 11 June 2019, Council resolved to:

- ... amend the existing planning scheme policies and make a new planning scheme policy in accordance with section 22 of the *Planning Act 2016*; and
- ... commence the public consultation process on the proposed planning scheme policy amendments and proposed new planning scheme policy in accordance with section 22 of the *Planning Act 2016*.

The purpose of this report is to seek Council approval to notify submitters about the outcomes of the submission consideration process.

RESOLUTION

Moved by Cr Mike Charlton (Deputy Mayor)

Seconded by Cr Matt Constance

CARRIED 11/0

1. That Council has considered all properly made submissions received by Council about the proposed new planning scheme policy and amendments to existing planning scheme policies.
2. That having considered the properly made submissions, Council approves the changes to the proposed amendment to planning scheme policies generally as contained in Attachment C.
3. That the Chief Executive Officer is authorised to:
 - a) notify persons who made properly made submissions by writing to each submitter about how submissions were dealt with;
 - b) prepare a Consultation Report generally in accordance with Attachment D summarising the issues raised in submissions and outlining how Council has responded to those issues;
 - c) make publicly available the Consultation Report by:
 - (i) placing a copy on Council's website for viewing and downloading,
 - (ii) placing hardcopies at Council's Strathpine, Caboolture and Redcliffe Customer Service Centres for inspection and purchase,
 - (iii) providing the report to each person who made a properly made submission.

Moreton Bay Regional

4. That the Chief Executive Officer be authorised to make minor, administrative and editorial changes to the proposed new planning scheme policy and amendments to existing planning scheme policies and any associated documentation, if required.
5. That Council notes a copy of the proposed new planning scheme policy and amendments to existing planning scheme policies will be provided to the Minister for State Development, Manufacturing, Infrastructure and Planning at the same time as the Chief Executive Officer submits the proposed S18 Tailored (Planning Scheme) Amendment 1 to the Minister for final consideration.

12b. CONFIDENTIAL GENERAL BUSINESS

No items for consideration.

13. CLOSURE

There being no further business the meeting closed at 11.21am.

CHIEF EXECUTIVE OFFICER'S CERTIFICATE

I certify that minute pages numbered 19/2257 to 19/2285 constitute the minutes of the General Meeting of the Moreton Bay Regional Council held Tuesday 29 October 2019.

Graeme Kanofski
Acting Chief Executive Officer

CONFIRMATION CERTIFICATE

The foregoing minutes were confirmed by resolution of Council at its meeting held Wednesday 6 November 2019.

Graeme Kanofski
Acting Chief Executive Officer

Councillor Allan Sutherland
Mayor