



AGENDA

GENERAL MEETING

Tuesday 29 October 2019

commencing at 10.30am

Caboolture Chambers
2 Hasking Street, Caboolture

COUNCILLOR:

NOTICE IS HEREBY GIVEN, that a General Meeting of the Moreton Bay Regional Council will be held on Tuesday 29 October 2019 commencing at 10.30am in Caboolture Chambers, 2 Hasking Street, Caboolture to give consideration to the matters listed on this agenda.

Graeme Kanofski
Acting Chief Executive Officer

24 October 2019

Membership = 13
Mayor and all Councillors

Quorum = 7

[Agenda for public distribution](#)

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1. OPENING PRAYER

2. ATTENDANCE & APOLOGIES

Attendance:

Cr Allan Sutherland (Mayor) (Chairperson)

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

Council to observe 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 that the minutes of the General Meeting held 22 October 2019, be confirmed.

Attachment #1 Unconfirmed Minutes - General Meeting 22 October 2019

5. PRESENTATION OF PETITIONS

(Addressed to the Council and tabled by Councillors)

Receipt of petitions addressed to the Council and tabled by Councillors.

6. CORRESPONDENCE

Receipt of correspondence addressed to the Council and tabled by the Chief Executive Officer.

7. COMMUNITY COMMENT

The following residents/ratepayers, having made the appropriate application in accordance with Council's Community Comment Session Policy (2150-062), have been approved to participate in the Community Comment session.

CHAIRPERSON'S REMINDER TO PARTICIPANTS

Participants of the Community Comment session are reminded that the speaker must provide an overview or dot-point of their presentation prior to making the presentation.

Speakers are allowed a maximum of 5 minutes and must act and speak with decorum. If the address is considered irrelevant, offensive or unduly long, the speaker will be required to cease.

Speakers must also note that at the conclusion of the presentation, no debate will be entered into.

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.

8. NOTIFIED MOTIONS

Consideration of any motion notified by a Councillor to the Chief Executive Officer at least 5 days before the meeting at which the motion is to be moved.

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

(s262 of the Local Government Regulation 2012)

Consideration of any notice of motion to repeal or amend a resolution of the Council which is to be given to each Councillor at least 5 days before the meeting at which the proposal is to be made.

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 Koliانا 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.

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.

ITEM 1.1 ADOPTION OF MEETING SCHEDULE FOR THE PERIOD JANUARY AND FEBRUARY 2020 - REGIONAL
- A19244679 (Cont.)

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.

*ITEM 1.1 ADOPTION OF MEETING SCHEDULE FOR THE PERIOD JANUARY AND FEBRUARY 2020 - REGIONAL
- A19244679 (Cont.)*

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.

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)

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.

ITEM 1.2 ADOPTION OF COUNCIL POLICIES - REGIONAL - A19205020 (Cont.)

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.

ITEM 1.2 ADOPTION OF COUNCIL POLICIES - REGIONAL - A19205020 (Cont.)

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.

SUPPORTING INFORMATION

Ref: [A18197971](#) & [A17415135](#)

The following list of supporting information is provided for:

ITEM 1.2

ADOPTION OF COUNCIL POLICIES - REGIONAL

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

#2 Related Party Disclosures - Policy 2150-093

ITEM 1.2 - ADOPTION OF COUNCIL POLICIES - REGIONAL - A19205020 (Cont.)

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



Policy: 2150-037

Use of Council's Information and Communication Technology Systems

Head of Power

Local Government Act 2009

Related Legislation

Age Discrimination Act 2004 (Cth)
Anti-Discrimination Act 1991 (Qld)
Australian Human Rights Commission Act 1986 (Cth)
Disability Discrimination Act 1992 (Cth)
Information Privacy Act 2009 (Qld)
Racial Discrimination Act 1975 (Cth)
Sex Discrimination Act 1984 (Cth)
Local Government Regulation 2012

Objective

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

Definitions

Council means Moreton Bay Regional Council.

Council Information means all information that Council holds.

Councillor means the Mayor and all Councillors.

Employee means all employees of Council, whether employed on a permanent, temporary, or part-time basis and includes volunteers and employees of businesses and entities contracted to provide services to, or on behalf of Council.

ICT means Information and Communication Technologies and includes equipment and facilities, networks, personal computers, laptops, mobile phones, printers and their operating systems and software.

Interactive Services and Social Media means media for social interaction using highly accessible and scalable communication techniques. The term specifically includes, but is not limited to, websites, applications and facilities such as "Facebook", "YouTube", "Twitter", "LinkedIn" and weblogs.

Instant Messaging and SMS means forms of real-time direct text-based communication between two or more people using personal computers or other devices, such as mobile telephones.

Malicious Software or Malware means software designed to damage a system and the data it contains, or to prevent the system from being used in its normal manner.

Personal Use means use of Council's ICT systems that is not for official Council business.

USB Storage Device means any portable storage device connected to Council's computer systems enabling the transfer of data (e.g. Flash Drive, Memory stick or External Hard Drive etc).

ITEM 1.2 - ADOPTION OF COUNCIL POLICIES - REGIONAL - A19205020 (Cont.)



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

Application

This Policy applies to the use of Council's ICT systems by Councillors and employees.

Policy Statement

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.

The sharing of Council Information with external parties should be limited to those methods as approved by the Information and Communication Technology Manager, i.e. through Council's Electronic Document and Records Management System (edrms) or other approved business system. USB storage devices are not recommended as a data-sharing tool as they are not backed up and may be subject to theft or loss.

Appropriate and Reasonable Usage Guidelines

Reasonable usage is defined as business usage plus a level of incidental personal usage which must be infrequent and based on genuine need. Councillors and employees must ensure that the use of Council's Information and Communication Technology Systems is reasonable and cost-effective.

All usage is subject to monitoring for compliance with this policy (refer Monitoring and Privacy).

Inappropriate use of ICT systems includes any deliberate act of:

- (1) transmitting, communicating or accessing any material that could reasonably be perceived as discriminatory, harassment or vilification of any person on the grounds of:
 - sex;
 - relationship status;
 - pregnancy;
 - parental status;
 - breastfeeding;
 - age;
 - race;
 - impairment;
 - religious belief or religious activity;
 - political belief or activity;
 - trade union activity;

ITEM 1.2 - ADOPTION OF COUNCIL POLICIES - REGIONAL - A19205020 (Cont.)



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

- lawful sexual activity;
 - gender identity;
 - sexuality;
 - family responsibilities; and
 - association with, or relation to, a person identified on the basis of any of the above attributes;
- (2) transmitting, communicating or accessing any material that could reasonably be perceived as offensive, obscene, threatening, abusive or defamatory;
 - (3) transmitting, communicating or accessing any material for personal use or any purpose other than carrying out Council business without the prior permission of the relevant manager or the Chief Executive Officer;
 - (4) transmitting, communicating or accessing any material that could cause damage to Council's reputation;
 - (5) transmitting, communicating or accessing any material that is likely to infringe copyright or give rise to other legal liability;
 - (6) accessing, modifying or deleting another person's mailbox without their permission, including sending messages on their behalf;
 - (7) downloading software programs, utilities or software extensions without prior authorisation from Council's Information and Communication Technology Manager (this includes downloading animated/executable screen savers, games and utility programs but specifically does not include downloading files such as Word documents, Excel documents, Adobe Portable Document Format (pdf) files and the like which are required for Council's business purposes);
 - (8) downloading or distributing "pirated" (or stolen) software or data;
 - (9) using any file sharing or peer to peer software without prior authorisation from Council's Information and Communication Technology Manager;
 - (10) propagating any malicious software or malware;
 - (11) attempting to disable or overload any computer system or network, or to circumvent any system intended to protect the privacy or security of another user; or
 - (12) releasing Council information when the intended recipient is not automatically entitled without authorisation from the relevant manager.

Monitoring and Privacy

Council considers that monitoring the use of ICT systems is an important tool for safeguarding its interests and limiting its potential exposure to litigation resulting from inappropriate use. Councillors and employees should expect that their use of Council's ICT systems and devices will be monitored for compliance with this Policy.

To identify any inappropriate use of its ICT systems, Council implements the following measures:

- (1) software which monitors and records usage of ICT Systems;
- (2) security systems which record (for every individual user) each World Wide Website visit, chat, newsgroup or e-mail message and file transfer into and out of internal networks;
- (3) e-mails are automatically filtered for restricted attachments and file size. E-mails are also monitored for inappropriate content;

ITEM 1.2 - ADOPTION OF COUNCIL POLICIES - REGIONAL - A19205020 (Cont.)



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

- (4) a facility for managers to review officer internet activity and analyse usage patterns; and
- (5) a facility to monitor inputs and outputs to Council's eDRMS (Objective), including monitoring of home folders.

Fixed Lines

Councillors and employees may be provided with workplace access to a standard telephone service for conducting official Council business.

Mobile telephone and Electronic devices

The allocation of mobile telephones and other electronic devices (e.g smartphones, tablets and iPads) will be granted in circumstances where the relevant Director or CEO determines there to be adequate need and sufficient benefit to Council.

Transferring Phone Numbers

Council will consider the transfer of phone numbers in and out of Council's fleet if it is mutually beneficial to both parties.

Loss, theft or damage

Loss, theft or damage to electronic devices must be reported to Council immediately upon discovery. All replacement devices due to loss, theft or damage will require approval by the relevant Manager or Director.

Council may seek reimbursement from an employee for instances where reasonable care to prevent accidental damage has not been undertaken.

International Roaming

The Mayor, CEO and DCEO will have International Roaming providing access to data, calls and SMS on all Council-issued devices made available as required whilst travelling overseas. All other Councillors and employees may be granted access to International Roaming providing access to data, calls and SMS if travelling overseas with a Council-issued mobile device, as approved by the CEO.

Risk Management

Only mobile devices that meet Australian standards for exposure to radio waves will be issued to Councillors and employees. These devices are designed and manufactured not to exceed the limits for exposure to radio frequency (RF) energy set by the Australian Communications and Media Authority (ACMA).

Under Queensland State legislation it is deemed illegal to use a mobile phone whilst operating a motor vehicle. Hands free use is only legal if it requires no manual intervention to make or receive calls. Council accepts no responsibility for infringements and will not be liable to pay any fines, penalties or costs incurred.

Related Documents

This policy complements and is to be implemented in conjunction with other Council policies, directives and relevant documents published by other agencies including, but not limited to:

- Corporate Directive 2180-048 Use of Council's Information and Communication Technology Systems;
- MBRC Privacy Plan;
- Use of Information and Communication Technology Systems Agreement Form; and
- MBRC Code of Conduct for Employees.

ITEM 1.2 - ADOPTION OF COUNCIL POLICIES - REGIONAL - A19205020 (Cont.)



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

Review Triggers

This policy will be reviewed for applicability, effectiveness, and consistency with relevant legislation, Council resolutions, and other Council documents. Reviews of this policy will occur as required, or at least once every two years.

Responsibility

This Policy is to be:

- (1) implemented by all Councillors and employees; and
- (2) reviewed and amended in accordance with the "Review Triggers" by Information and Communication Technology Manager.

Policy: 2150-037			Official Version: tba
Use of Council's Information and Communication Technology Systems			
Document Control			
Version / Reviewed	Version Adoption (Council meeting / Minute Page) Reviewed (revision comment)	Date	Word version reference
Version 1	Coordination Committee (11/2543-4)	22.11.2011	A6328355 (version of PDF)
Version 2	DRAFT <i>Consolidating 11-2150-037 - Use of Council's Information and Communication Technology Systems and 12-2150-054 - Fixed and Mobile Telecommunications Appropriate Usage</i>	xx.xx.2019	A18197971

ITEM 1.2 - ADOPTION OF COUNCIL POLICIES - REGIONAL - A19205020 (Cont.)

#2 Related Party Disclosures - Policy 2150-093



Policy: 2150-093

Related Party Disclosures

Head of Power

Local Government Act 2009

Related Legislation

Australian Accounting Standard AASB 124

Objective

To ensure that Moreton Bay Regional Council's general purpose financial statements comply with Australian Accounting Standard AASB 124 - Related Party Disclosures.

Definitions

AASB 124 means *Australian Accounting Standard AASB 124 - Related Party Disclosures*.

Close Members of the Family (of KMP) means family members who may be expected to influence, or be influenced by, KMP in their dealings with Council and includes any:

- spouse, domestic partner or children of KMP;
- children of a KMP's spouse or domestic partner; and
- dependants of a KMP or of a KMP's spouse or domestic partner.

Control (of an Entity) means having each of the following:

- power over the Entity to direct its activities;
- exposure, or rights, to variable returns from involvement with the Entity; and
- the ability to use power over the Entity to affect the amount of those returns.

Declaration means Council's related party disclosures declaration.

Entity includes a company, trust, incorporated and unincorporated association such as a club or charity, joint venture or partnership.

Key Management Personnel (KMP) means those persons having authority and responsibility for planning, directing and controlling the activities of an Entity, directly or indirectly. For the purposes of AASB 124, the Key Management Personnel (KMP) of Council are the Mayor, Councillors, CEO, Council's Executive Management Team, including those persons who on a temporary basis have assumed the responsibilities of these positions, as recorded in Council's Human Resources System.

Related Party has the meaning given to it in AASB 124 (and in Council's case, will include those parties listed at paragraph 4.a-4.e of this policy).

Related Party Transaction means a transfer of resources, services or obligations between Council and a Related Party, regardless of whether a price is charged.

Significant Influence (over an Entity) means being able to participate in the financial and operating policy decisions of the Entity.

Application

AASB 124 commenced on 30 June 2016. This policy is effective from 1 July 2016 and impacts Council staff preparing the annual financial statements and applies to all KMP.

ITEM 1.2 - ADOPTION OF COUNCIL POLICIES - REGIONAL - A19205020 (Cont.)



Policy: 2150-093 - Related Party Disclosures

Policy Statement

1. Under the *Local Government Act 2009*, Moreton Bay Regional Council (Council) must produce annual financial statements that comply with Australian Accounting Standards.
2. 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.
3. Council's Finance and Corporate Services Division is responsible for maintaining systems to collect and review Related Party transactional information across Council.
4. Each KMP will be required to complete a Declaration upon commencement of employment with Council and then annually at the end of each financial year to enable Council's Finance and Corporate Services Division to satisfy those requirements of AASB 124 which require the disclosure of Related Party Transactions between Council and:
 - a. KMP;
 - b. an Entity under the Control or joint Control of KMP;
 - c. Close Members of the Family of KMP;
 - d. an Entity under the Control or joint Control of Close Members of the Family of KMP; and
 - e. (for Councillors) Entities that the Councillor has Significant Influence over, or entities for which the Councillor is a KMP.
5. Subject to paragraph 4 of this policy, the Council's Finance and Corporate Services Division is 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.
6. In accordance with the requirements of AASB 124, compensation (remuneration) information pertaining to KMP will be disclosed in the Council's general purpose financial statements.
7. Personal information collected and stored under this policy is classified as confidential. Collection and storage of this information must adhere to Council's Information & Communication Technology Security Policy 2150-072.
8. Any material relevant to a KMP's Declaration proposed to be disclosed in Council's general purpose financial statements will be provided to the individual KMP for their review and comment (but this will not prevent any disclosure which is required under AASB 124).

Related Documents

This policy complements and is to be implemented in conjunction with other Council policies, directives and relevant documents published by other agencies including, but not limited to:

Policy Directive 2160-022 - Related Party Disclosures
Privacy Collection Notice: Related Party Transactions Disclosure by Key Management Personnel
Related Party Disclosures Declaration
Information & Communication Technology Security Policy 2150-072
Local Government Bulletin 02/16

ITEM 1.2 - ADOPTION OF COUNCIL POLICIES - REGIONAL - A19205020 (Cont.)



Policy: 2150-093 - Related Party Disclosures

Review Triggers

This policy will be reviewed for applicability, effectiveness, and consistency with relevant legislation, Council resolutions, and other Council documents as required, or at least once every two years.

Responsibility

This Policy is to be:

- (1) implemented by the Director Finance and Corporate Services.
- (2) reviewed and amended in accordance with the "Review Triggers" by the Director Finance and Corporate Services.

Policy: 2150-093		Official Version: A14483651	
Related Party Disclosures			
Document Control			
Version / Reviewed	Version Adoption (Council meeting / Minute Page) Reviewed (revision comment)	Date	Word version reference
Version 1	Coordination Committee (16/2480)	15.11.2016	A14483617
Version 2	DRAFT	xx.xx.2019	A17415135

ITEM 1.3
2018-19 ANNUAL REPORT - REGIONAL

Meeting / Session: 1 GOVERNANCE
Reference: A19254986 : 24 October 2018 - **Refer Supporting Information A1541912
(to be 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.

OFFICER'S RECOMMENDATION

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

ITEM 1.3 2018-19 ANNUAL REPORT - REGIONAL - A19254986 (Cont.)

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.

ITEM 1.3 2018-19 ANNUAL REPORT - REGIONAL - A19254986 (Cont.)

3.4 Risk Management Implications

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

3.5 Delegated Authority Implications

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.

2 PLANNING & DEVELOPMENT SESSION

(Cr M Gillam)

No items for consideration.

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.

OFFICER'S RECOMMENDATION

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

ITEM 3.1 QUARTER 1 OPERATIONAL PLAN REVIEW FOR 2019/20 - REGIONAL - A19245811 (Cont.)

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.

ITEM 3.1 QUARTER 1 OPERATIONAL PLAN REVIEW FOR 2019/20 - REGIONAL - A19245811 (Cont.)

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.

SUPPORTING INFORMATION

Ref: [A19247569](#)

The following list of supporting information is provided for:

ITEM 3.1

QUARTER 1 OPERATIONAL PLAN REVIEW FOR 2019/20 - REGIONAL

#1 Quarter 1 - Operational Plan Review 2019/20

ITEM 3.1 - QUARTER 1 OPERATIONAL PLAN REVIEW FOR 2019/20 - REGIONAL - A19245811 (Cont.)

#1 Quarter 1 - Operational Plan Review 2019/20



Quarter 1

Operational Plan Review

2019/20

Department Performance



ITEM 3.1 - QUARTER 1 OPERATIONAL PLAN REVIEW FOR 2019/20 - REGIONAL - A19245811 (Cont.)

Department: **Legal Services**

Department Performance			
Description	Units of Measure	KPI Target	YTD KPI Achieved
Litigation satisfactorily resolved	%	90.00	100.00
Legal advice provided within agreed timeframes	%	100.00	99.00
Compliance with statutory and policy timeframes for Right To Information and Information Privacy applications and Complaints	%	95.00	92.00

Performance Commentary

Right to Information and Information Privacy application processing timeframes are being met. The timeframe for three complex Administrative Action complaints were not met. All finalised litigation matters were satisfactorily resolved in accordance with direction pursuant to delegation or resolution of Council. The majority of legal advice was provided within agreed timeframes.

ITEM 3.1 - QUARTER 1 OPERATIONAL PLAN REVIEW FOR 2019/20 - REGIONAL - A19245811 (Cont.)

Department: **Strategy and Engagement**

Department Performance			
Description	Units of Measure	KPI Target	YTD KPI Achieved
Customer satisfaction with Council sponsored and run events	%	80.00	84.00
Council media releases utilised by media organisations	%	80.00	100.00

Performance Commentary

Sixty-four general media releases were produced this reporting period, with 100% published in local media. Sustained coverage of council's 'Get Ready' messaging was achieved through pre-approved content that was quickly adjusted to focus on our region's drought-like conditions and repeated in releases announcing that council would open taps around the region to allow residents reliant on water tanks to fill-up.

Proactive messaging around the introduction of the State Government's waste levy also cut through, with media clearly and consistently reporting that while councils are responsible for its implementation, it is not a council initiative. Publicity was also achieved for upcoming council exhibitions and events, as well as the Healthy & Active Moreton initiative ahead of the school holiday period. Council also attracted positive media coverage on a range of matters including television coverage of The Mill @ Moreton Bay Development Guidelines as well as the issue of homelessness on the Redcliffe Peninsula.

Council-run and sponsored events continued to maintain a high-level of positive community feedback. Council conducted eight events during the reporting period including three Australian Citizenship Ceremonies, four divisional events as well as the annual Inter-School Disc Golf Tournament competition.

Crowds turned out for the Morayfield Sports and Event Centre's official reopening (Division 12) following a multi-million-dollar expansion. The opening showcased the new facilities and included free workshops from the Queensland Firebirds and Brisbane Bullets with positive feedback received from patrons.

Teddy bear picnics were held at Narangba (Division 11) and North Lakes (Division 4) with each event continuing to attract more than 1000 visitors. The inaugural Narangba event recorded 96% positive feedback.

The region's largest Teddy Bears Picnic was also held at Pine Rivers Park (Division 8 and 9) which was attended by more than 2500 people with more than 92% satisfaction.

ITEM 3.1 - QUARTER 1 OPERATIONAL PLAN REVIEW FOR 2019/20 - REGIONAL - A19245811 (Cont.)

Performance Commentary (Continued)

Council worked closely with MBRIT on eight sponsored festivals and events during the quarter. This included Jetty to Jetty Fun Run, Business Conference Lunch 3 with Leanne Kemp, Redcliffe Garden and Lifestyle Expo, the inaugural Caboolture Festival featuring a Friday Night Concert and Caboolture Family Fun Day, Business Conference Lunch 4 with The Three Blue Ducks, and Moreton Bay Food and Wine Festival including Bee Gees Way Dinner.

New layout saw Jetty to Jetty grow to more than 5000 registrations, smashing its previous record by over 1000 registrations. The inaugural Caboolture Festival received strong support from community with the Friday Night concert, featuring rock band Dragon, attracting around 2000 patrons and positive feedback. Similarly, Caboolture Family Fun Day continued to be popular with more than 5000 residents attending the event.

In its second-year, Moreton Bay Food and Wine Festival continued to grow attracting more than 35,000 patrons across the festival weekend. The festival, which also included a destination and event campaign called Tastes of Moreton Bay, continues to receive strong feedback from residents, visitors and local businesses.

Partnering with MBRIT and Moreton Life, Council also arranged attendance at local shows. This included Dayboro Show, Samford Show and Pine Rivers Show during the quarter.

Together, these events catered for more than 60,000 patrons with an average satisfaction rating of 84%.

ITEM 3.1 - QUARTER 1 OPERATIONAL PLAN REVIEW FOR 2019/20 - REGIONAL - A19245811 (Cont.)

Department: Office Of The CEO Directorate

Department Performance

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

Performance Commentary

All indicators have been achieved against this KPI

ITEM 3.1 - QUARTER 1 OPERATIONAL PLAN REVIEW FOR 2019/20 - REGIONAL - A19245811 (Cont.)

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

Department Performance			
Description	Units of Measure	KPI Target	YTD KPI Achieved
CCTV cameras and equipment to be fully operational	%	94.00	95.85
CCTV footage requests processed within 5 business days	%	95.00	83.84
Number of disaster management exercises conducted	#	4.00	0.00
Compliance of Local Disaster Management Plan with Emergency Management Assurance Framework	%	100.00	100.00
Number of Asset Protection Zone planned burns completed	#	11.00	10.00
Number of Strategic Fire Advantage Zone planned burns completed	#	16.00	6.00
Number of Land Management Zone planned burns completed	#	8.00	4.00
Percentage of Local Disaster Coordination Centre personnel who comply with Queensland's Disaster Management Training Framework	%	90.00	48.00
Percentage of Local Disaster Management Group members who comply with Queensland's Disaster Management Training Framework	%	90.00	40.00

Performance Commentary

The Public Safety team received and processed the following CCTV footage requests in 2019/20:

QPS - 66 (56 processed within 5 business days) - 84.85%

Internal - 12 (8 processed within 5 business days) - 66.67%

External - 2 (2 processed within 5 business days) - 100%

Delays in processing footage requests due to staff vacancies. These have now been filled.

CCTV Cameras operational - Q1 - 993 cameras in total, however 54 devices disabled due to building works. 39 of the remaining total not working so YTD - 95.85%

Fire Management planned burn program 2019/20 - YTD - 14 burns for 136 hectares of council owned land. 20 of 35 fuel management areas burned (57% of target completed)

Asset Protection Zone blocks - 10 (target 11)

Strategic Fire Advantage Zone blocks - 6 (target 16)

Land Management Zone blocks - 4 (target 8)

ITEM 3.1 - QUARTER 1 OPERATIONAL PLAN REVIEW FOR 2019/20 - REGIONAL - A19245811 (Cont.)

Performance Commentary (Continued)

Disaster Management compliance with QFES Training Framework

40% (17 of 42) LDMG members and advisors meet the minimum core training requirements to comply with the QFES QDMTF.

48% (20 of 42) LDCC staff meet the minimum core training requirements to comply with the QFES QDMTF.

An improvement pathway has been developed to run additional training modules in Q2 to increase compliance to 90%.

Disaster Management Exercises - YTD - 0 (target 4) - no exercises planned in Q1

Council's Local Disaster Management Plan (LDMP) is compliant with the Inspector-General Emergency Management's (IGEM) Emergency Management Framework (EMAF) as assessed on 28 August 2018. No plan assessment will occur in 2019/20 as IGEM are transitioning to new EMAF and Standard content

ITEM 3.1 - QUARTER 1 OPERATIONAL PLAN REVIEW FOR 2019/20 - REGIONAL - A19245811 (Cont.)

Department: **Waste Services**

Department Performance

Description	Units of Measure	KPI Target	YTD KPI Achieved
Kerbside waste and recyclable waste bins collected as scheduled	%	97.00	98.50
Total tonnage of general and recyclable waste collected from kerbside bins that is recycled	%	22.00	23.10
Total tonnage of waste collected at waste facilities from residential and commercial premises (excluding kerbside bins collection) that is recycled	%	45.00	54.29

Performance Commentary

All first quarter KPI's have been exceeded. Recycling activities at the waste facilities have been a priority to ensure waste to landfill and the associated waste levy payments are minimised.

ITEM 3.1 - QUARTER 1 OPERATIONAL PLAN REVIEW FOR 2019/20 - REGIONAL - A19245811 (Cont.)

Department: **Project Management**

Department Performance

Description	Units of Measure	KPI Target	YTD KPI Achieved
Percentage of capital works program completed	%	100.00	33.00

Performance Commentary

Capital Projects to be delivered by PMC in 19/20 are valued at \$96M, currently \$22M in actuals has been achieved (23% of capital budget delivered with 33% works on ground) with a further \$41M in commitments. At the completion of quarter one budget review, re-provisioned funds in the order of \$15M are associated with works in progress (WIP).

ITEM 3.1 - QUARTER 1 OPERATIONAL PLAN REVIEW FOR 2019/20 - REGIONAL - A19245811 (Cont.)

Department: **Infrastructure Planning**

Department Performance

Description	Units of Measure	KPI Target	YTD KPI Achieved
Customer requests addressed within the set response time	%	95.00	94.00
Planning projects are completed in the financial year prior to design	%	95.00	92.50

Performance Commentary

Planning projects are progressing with the target to have all 19-20 planning projects completed by end of Q2.

ITEM 3.1 - QUARTER 1 OPERATIONAL PLAN REVIEW FOR 2019/20 - REGIONAL - A19245811 (Cont.)

Department: **Integrated Transport Planning and Design**

Department Performance

Description	Units of Measure	KPI Target	YTD KPI Achieved
Design program is completed in the financial year prior to construction	%	95.00	100.00

Performance Commentary

1. Design projects for 19-20 FY are targeted to be completed by end of Q2.

Moreton Bay Regional Council

GENERAL MEETING - 492
29 October 2019

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ITEM 3.1 - QUARTER 1 OPERATIONAL PLAN REVIEW FOR 2019/20 - REGIONAL - A19245811 (Cont.)

Department: Asset Maintenance

Department Performance			
Description	Units of Measure	KPI Target	YTD KPI Achieved
Fleet - Heavy fleet, plant and equipment is maintained in accordance with programmed maintenance service schedules	%	95.00	93.00
Fleet - Compliance with all Queensland Transport Statutory Regulations	%	100.00	100.00
Fleet - Small equipment is maintained in accordance with programmed maintenance service schedules	%	95.00	96.00
Operations - Programmed roads maintenance activities completed in accordance with schedule	%	100.00	100.00
Operations - Road network customer requests completed within level of service timeframes	%	95.00	95.00
Operations - Programmed stormwater maintenance activities completed in accordance with schedule	%	100.00	100.00
Operations - Stormwater network customer requests completed within level of service timeframes	%	95.00	95.00
Operations - Programmed maritime facilities maintenance activities completed in accordance with schedule	%	100.00	100.00
Operations - Customer requests for marine related services completed within level of service timeframes	%	95.00	100.00
Operations - Programmed parks maintenance activities (mowing and landscaping) completed in accordance with schedule	%	100.00	100.00
Operations - Parks customer requests completed within level of service timeframes	%	95.00	96.80
Operations - Programmed parks inspection activities (Full Park Inspection, All Assets) completed in accordance with schedule	%	100.00	100.00
Building and Facilities - Graffiti removal requests completed in accordance with timeframes	%	95.00	80.50
Building and Facilities - Programmed buildings and facilities maintenance activities completed in accordance with schedule	%	100.00	100.00
Building and Facilities - Customer requests addressed within the set response time	%	95.00	97.70
Fleet - Light fleet is maintained in accordance with programmed maintenance service schedules	%	95.00	94.00

Quarter 1 Operational Plan Review

Report run 23/10/2019

ITEM 3.1 - QUARTER 1 OPERATIONAL PLAN REVIEW FOR 2019/20 - REGIONAL - A19245811 (Cont.)

Performance Commentary

Fleet: Servicing programs being undertaken for Heavy, Light Fleet and Small equipment are in accordance with Fleets implemented maintenance schedules and manufacturers servicing specifications. Both Heavy and Light fleet maintenance reports show a 70% proactive versus 30% reactive result. Fleet 19/20 replacement programs for Heavy, Light and Small plant assets are proceeding with new assets being received and commissioned within the established delivery time frames.

Operations: There has been some issues with the integrity of the KPI data. This is being reviewed by IT. This is mainly in the Roads and Drains area. Parks have slowed down mowing activities due to the dry weather, all schedules are on track.

B&F CSR time frames are on target.

B&F Graffiti time frames are not being met, A new Graffiti Officer has been appointed and will commence in October 2019.

B&F Programmed maintenance is currently 24.4% completed at Q1 and therefore on target to be completed by end of FY.

ITEM 3.1 - QUARTER 1 OPERATIONAL PLAN REVIEW FOR 2019/20 - REGIONAL - A19245811 (Cont.)

Department: **Customer and Cultural Services**

Department Performance			
Description	Units of Measure	KPI Target	YTD KPI Achieved
Customer satisfaction with library services and programs	%	90.00	96.00
Number of exhibitions delivered by Council's galleries	#	60.00	12.00
Number of exhibitions delivered by Council's museums	#	12.00	3.00
Customer satisfaction with gallery exhibitions and programs	%	90.00	96.00
Customer satisfaction with museum exhibitions and programs	%	90.00	97.00
Customer satisfaction with call centre service	%	95.00	90.02
Customer calls resolved at the first point of contact	%	90.00	98.00
Customer satisfaction with Customer Service Centre service	%	95.00	99.37
Customer enquiries resolved at the first point of contact	%	90.00	98.99

Performance Commentary

Libraries

Customer satisfaction surveys were undertaken at the Albany Creek, Strathpine and the Mobile libraries. Customers commented favourably on the quality of spaces, the technical assistance provided by staff and the range of programming and collections.

Customer Service

First point of contact resolution remains strong in Customer Service across customer service channels.

Museums

Museums delivered 3 exhibitions including The Bowerbird and The Bride; Beach Couture and On the Menu.

Galleries

Galleries delivered 12 exhibitions including 15 Artists; Brooching the Subject; The Life and Times of Scarface Claw and Zoonoses.

Moreton Bay Regional Council

ITEM 3.1 - QUARTER 1 OPERATIONAL PLAN REVIEW FOR 2019/20 - REGIONAL - A19245811 (Cont.)

Department: Property Services

Department Performance			
Description	Units of Measure	KPI Target	YTD KPI Achieved
Tenancy rate of commercial/retail properties available for lease	%	95.00	95.00
Tenancy rate of residential properties available for lease	%	100.00	100.00
Number of scheduled Redcliffe Cultural Centre compliance audits (1 per quarter)	%	100.00	100.00
Usage of Redcliffe Cultural Centre is within forecast rates	%	90.00	90.00
Number of scheduled Hub Learning and Business Centre compliance audits (1 per quarter)	%	100.00	100.00
Usage of Hub Learning and Business Centre is within forecast rates	%	90.00	90.00
Number of scheduled swimming pool compliance audits (12 per quarter)	%	100.00	100.00
Number of scheduled QSEC compliance audits (1 per quarter)	%	100.00	100.00
Usage of QSEC is within forecast rates	%	90.00	90.00
Usage of MSEC is within forecast rates	%	90.00	98.00
Number of scheduled MSEC compliance audits (1 per quarter)	%	100.00	100.00
Number of scheduled caravan park compliance audits (7 per quarter)	%	100.00	100.00
Occupancy of caravan parks is within forecast rates	%	80.00	80.00

Performance Commentary

Patronage of MSEC is increasing following the completion of major upgrade in June 2019.

ITEM 3.1 - QUARTER 1 OPERATIONAL PLAN REVIEW FOR 2019/20 - REGIONAL - A19245811 (Cont.)

Department: **Regulatory Services**

Department Performance			
Description	Units of Measure	KPI Target	YTD KPI Achieved
Private certifier referrals are responded to within statutory timeframes	%	100.00	100.00
Building Compliance & Development customer requests responded to within required timeframes	%	90.00	88.00
Plumbing assessments responded to within statutory timeframes	%	100.00	77.00
Public Health and Local Laws customer requests responded to within required timeframes	%	90.00	91.36
Regulated parking programs are completed as scheduled	%	100.00	100.00
Food safety inspections are completed as scheduled	%	100.00	100.00
Public immunisation programs are completed as scheduled	%	100.00	100.00
Appeals and internal review applications are responded to within required time frames	%	100.00	75.00

Performance Commentary

Appeals and Internal Review Applications: All 23 internal review applications and 128 infringement and remedial notice appeals were actioned and completed within the required time frame.

Immunisation Program: All 24 scheduled immunisation clinics were completed.

Food Safety Inspections: All 272 planned, higher risk inspections were conducted during the period.

Regulated Parking: All planned regulated parking days were conducted throughout the Region.

Public Health & Local Laws Customer Service Requests: Customer Service Requests received 7141, actioned with time frames 6524

Plumbing Assessments: 143 plumbing assessments received, 110 were conducted within the required time frames. Note: From 1 July 2019 plumbing legislative assessment timeframes reduced from 20 business days to 10 business days.

Building Compliance Customer Requests: 1023 of 1159 requests were responded to within required time frames.

Private Certifier Referrals: All 385 properly made applications were responded to within the statutory time frames.

ITEM 3.1 - QUARTER 1 OPERATIONAL PLAN REVIEW FOR 2019/20 - REGIONAL - A19245811 (Cont.)

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

Department Performance			
Description	Units of Measure	KPI Target	YTD KPI Achieved
Participation in sport and recreation programs	#	20,000.00	9,459.00
Number of projects supported through Council's community grants program	#	140.00	0.00
Number of individuals supported through Council's community grants program	#	300.00	82.00
Percentage of available child care places filled at Birralee Child Care Centre	%	95.00	100.00

Performance Commentary

Birralee Childcare Centre

During Quarter 1, Birralee Child Care Centre maintained a 100% occupancy rate.

Community Grants - Individuals Supported

During Quarter 1, a total of 82 individuals were supported through Community Grants Program..0 x Out Of Round RADF and 82 x Individual Achievement Grants.

Community Grants - Projects Supported

Projects supported under Council's Community Grants Program will be reported at Quarter 2 (Round 1) and Quarter 4 (Round 2).

Sport and Recreation Programs - Participation

Qtr 1 participant numbers for Council's Sport and Recreation Programs totalled 9459 bookings from 709 activities delivered.

Active Holidays - 141 activities - 3541 bookings

Healthy & Active Moreton - 43 activities - 550 bookings (Council booked); 525 activities - 5368 bookings (Provider booked)

ITEM 3.1 - QUARTER 1 OPERATIONAL PLAN REVIEW FOR 2019/20 - REGIONAL - A19245811 (Cont.)

Department: **Environmental Services**

Department Performance

Description	Units of Measure	KPI Target	YTD KPI Achieved
Participation rate in environmental programs and activities	%	95.00	85.55
Percentage of scheduled environmental assessments and monitoring completed	%	100.00	100.00

Performance Commentary

Thirty two (32) flying fox roosts and 21 ibis roosts were monitored in accordance with colony management plans.

Seven environmental programs and activities were held during Q1, Participation was strong in the 'Environmental Adventures for Kids' program and the 'Priority Fauna Species' program. Participation in the 'Wild about Wildlife - Flying Foxes' workshop generated only moderate interest from the community.

ITEM 3.1 - QUARTER 1 OPERATIONAL PLAN REVIEW FOR 2019/20 - REGIONAL - A19245811 (Cont.)

Department: **Development Services**

Department Performance			
Description	Units of Measure	KPI Target	YTD KPI Achieved
Code Assessable MCU / RAL applications decided within 30 business days	%	80.00	64.00
Code Assessable Operational Works applications decided within 20 business days	%	80.00	85.00
Survey Plan endorsements within 15 business days	%	80.00	86.00
Third Party Survey Plan endorsement within 5 business days (mb+)	%	80.00	93.00
Third Party Operational Works applications decided within 5 business days (mb+)	%	80.00	100.00
Customer Satisfaction Survey Results for Development Services rates service as good or excellent	%	80.00	0.00

Performance Commentary

Development Services has achieved all but one of the KPI's over the 1st Quarter of 2019-20. However, Development Services has experienced limited availability and transition of key staff and a high volume of complex development applications with strategic implications as such this has contributed to not achieving KPI Code Assessable MCU / RAL applications. A review of development assessment processes is currently underway.

ITEM 3.1 - QUARTER 1 OPERATIONAL PLAN REVIEW FOR 2019/20 - REGIONAL - A19245811 (Cont.)

Department: **Strategic Planning**

Department Performance			
Description	Units of Measure	KPI Target	YTD KPI Achieved
Deliver key Economic Actions in line with the adopted Economic Development Action Plan.	%	90.00	100.00
Planned internal activities and projects completed	%	90.00	100.00
Customer Satisfaction Survey Results for Strategic Planning & Economic Development rates service as good or excellent	%	80.00	0.00

Performance Commentary

Commentary Economic Development

Deliver key Economic Actions in line with the adopted Economic Development Action Plan

Council continues to deliver on its commitments in the 2019-2020 financial year. The focus is on The Mill at Moreton Bay and the establishment of the University of the Sunshine Coast campus. The delivery of this campus is a shared responsibility and meetings to date have established we are on track to meet the associated actions and outcomes.

Commentary Strategic Planning

Planning Scheme Amendment

Tailored Amendment No1 to the MBRC Planning Scheme progressed in Q1 with public consultation and state interest review phases of the project undertaken.

Regional Growth Management Strategy 2041

Council resolved to prepare the Regional Growth Management Strategy 2041 (RGMS2041) in Q1. The project inception phase has commenced including establishing the project team and project budget.

LGIP2 - Network Planning

LGIP2 network planning is proceeding on track. Consultancies have been engaged for Active Transport, Stormwater Quantity and Quality. Procurement has commenced for Transport.

ITEM 3.1 - QUARTER 1 OPERATIONAL PLAN REVIEW FOR 2019/20 - REGIONAL - A19245811 (Cont.)

Department: Finance, ICT and Internal Audit

Department Performance			
Description	Units of Measure	KPI Target	YTD KPI Achieved
Availability of corporate information systems during business hours	%	99.00	99.80
Internal customer satisfaction with corporate information systems	%	90.00	92.16
Availability of council's website	%	99.00	99.96
Obtain an unmodified external audit opinion for 2018/19	%	100.00	0.00
Liquidity - Target working capital ratio to be greater than 3.00	#	3.00	6.00
Maximise interest revenue on surplus cash invested with QTC and other financial institutions	%	2.50	1.62
Liquidity - Target cash expenses cover to be greater than 6 months	#	6.00	66.55
Fiscal Flexibility - Target interest cover to be greater than 6 months	#	6.00	43.28
Internal audit plan progressed as scheduled	%	100.00	100.00
Audit recommendations implemented	%	90.00	90.00
Amount of outstanding rates (excluding prepayments) at the end of each quarter	%	3.00	2.91

Performance Commentary

All financial ratios exceeded expectations however the interest returns were down on the target but considering the economic climate performed satisfactorily.

ITEM 3.1 - QUARTER 1 OPERATIONAL PLAN REVIEW FOR 2019/20 - REGIONAL - A19245811 (Cont.)

Department: **Human Resources**

Department Performance

Description	Units of Measure	KPI Target	YTD KPI Achieved
Disputes that go to the Commission resolved in council's favour	%	90.00	100.00
Timeframe to fill a position no longer than 9 weeks	%	85.00	88.00

Performance Commentary

Recruitment

During Q1, 7 out of 57 positions exceeded 9 weeks to recruit.

Commission

During Q1, 2 matters went to the Commission and both matters were resolved in Council's favour.

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.

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.
 - 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.

ITEM 4.1 TENDER - SUPPLY OF MACHINERY FOR OPERATIONAL SERVICES AT SELECTED WASTE MANAGEMENT FACILITIES (MBRC008832) - REGIONAL - A18977734 (Cont.)

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.

ITEM 4.1 TENDER - SUPPLY OF MACHINERY FOR OPERATIONAL SERVICES AT SELECTED WASTE MANAGEMENT FACILITIES (MBRC008832) - REGIONAL - A18977734 (Cont.)

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
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)*.

ITEM 4.1 TENDER - SUPPLY OF MACHINERY FOR OPERATIONAL SERVICES AT SELECTED WASTE MANAGEMENT FACILITIES (MBRC008832) - REGIONAL - A18977734 (Cont.)

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'Aguilar 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.

ITEM 4.1 TENDER - SUPPLY OF MACHINERY FOR OPERATIONAL SERVICES AT SELECTED WASTE MANAGEMENT FACILITIES (MBRC008832) - REGIONAL - A18977734 (Cont.)

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.

SUPPORTING INFORMATION

Ref: [A18978561](#), [A18978565](#) and [A19059627](#)

The following list of supporting information is provided for:

ITEM 4.1

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

Confidential #1 Tender Evaluation - all sites excluding Mt Nebo

Confidential #2 Tender Evaluation - Mt Nebo only

Confidential #3 Third Party Veda report - JK Cartage Pty Ltd

Confidential #4 Third Party Veda Report - Matthew Craig Tilling

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

Consideration of general business matters as raised at the meeting, or responses to questions taken on notice.

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.

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.

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.

12b. CONFIDENTIAL GENERAL BUSINESS

No items for consideration.



MINUTES

GENERAL MEETING

Tuesday 22 October 2019
commencing at 10.35am

Strathpine Chambers
220 Gympie Road, Strathpine

UNCONFIRMED

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Moreton Bay Regional Council

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UNCONFIRMED

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 Adam Hain
Cr Julie Greer
Cr James Houghton
Cr Koliana Winchester
Cr Denise Sims
Cr Mick Gillam
Cr Mike Charlton (Deputy Mayor)
Cr Darren Grimwade

Acting Chief Executive Officer	(Mr Graeme Kanofski)
Director Engineering, Construction & Maintenance	(Mr Tony Martini)
Director Community & Environmental Services	(Mr Bill Halpin)
Director Infrastructure Planning	(Mr Andrew Ryan)
Director Planning	(Mr Mike Pickering)
Interim Director Finance & Corporate Services	(Mr Bruce Davidson)
Manager Strategy and Engagement	(Mr Joshua O'Keefe)
Accounting Services Manager	(Mr Denis Crowe)
Meeting Support	(Larissa Kerrisk)

Apologies:

Cr Matt Constance

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 made special mention of the late **Mr Barry Bolton OAM**, former Redcliffe City Council Mayor, who passed away suddenly on Monday 21 October 2019. A full condolence will be provided at next week's General Meeting

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

4. CONFIRMATION OF MINUTES FROM PREVIOUS GENERAL MEETING

General Meeting - 8 October 2019 (Pages 19/2139 - 19/2232)

RESOLUTION

Moved by Cr Koliana Winchester

Seconded by Cr Peter Flannery

CARRIED 11/0

That the minutes of the General Meeting held 8 October 2019, be confirmed.

5. PRESENTATION OF PETITIONS

(Addressed to the Council and tabled by Councillors)

5.1. Petition - A.J. and Ann Nielsen - Objection to changes to the parking permit area for Kallangur Train Station (A19246451)

Cr Denise Sims tabled a petition containing 54 signatures, received from AJ and Ann Nielsen reading as follows:

"On behalf of the home owners in Brigalow Court, we hereby submit our objection petition regards the changes to the Parking Permit area - Kallangur Train Station.

We in Brigalow Court want to keep the No Parking signs from 6am - 6pm Monday to Friday as they are working."

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.

ITEM 7 - DECLARATION OF INTEREST

Conflict of Interest - Declaration - Cr Allan Sutherland (Mayor)

Pursuant to s175E of the *Local Government Act 2009*, Cr Allan Sutherland (Mayor) declared a perceived conflict of interest in Item 7 as while no decision of Council is required in relation to Lakeside, Queensland Raceway donated \$22,195 to Moreton Futures Trust on 6 October 2011 and a further \$24,500 on 13 April 2012.

Cr Allan Sutherland (Mayor) retired from the meeting at 10.41am taking no part in the Community Comment Session.

Conflict of Interest - Declaration - Cr Mike Charlton (Deputy Mayor)

Pursuant to s175E of the *Local Government Act 2009*, Cr Mike Charlton (Deputy Mayor) declared a perceived conflict of interest in Item 7 as:

- a) Queensland Raceways, was a contributor to Moreton Futures Trust. Moreton Futures Trust made an interest free loan to the Councillor's 2012 election campaign and provided various other gifts as follows:
- b) Because of the receipt of a gift as follows:
 - i) Queensland Raceways (a contributor to Moreton Futures Trust)
 - ii) \$5,000 interest free loan from Moreton Futures Trust received on 2 September 2011 (repaid on 25 January 2012)
 - iii) Moreton Futures Trust was a lender to the Councillor's 2012 election campaign
- c) Because of the receipt of a gift as follows:
 - i) Various gifts from Queensland Raceways
 - ii) VIP event pass, track and motor sport drive days, aerial inspections of Moreton Bay Regional area, and loan of utility vehicle in the 2008 and 2012 election campaigns
- d) The CEO/Owner of Queensland Raceways (Mr John Tetley) who receive the benefit of the works, is a friend of the Councillor.
- e) The Councillor's personal interest arises because of a personal relationship as follows:
 - i) Mr John Tetley is CEO/Owner of Queensland Raceways
 - ii) Mr John Tetley is a friend of the Councillor

Cr Mike Charlton (Deputy Mayor) retired from the meeting at 10.41am taking no part in the Community Comment Session.

RESOLUTION - APPOINT CHAIR

Moved by Cr James Houghton

Seconded by Cr Peter Flannery

CARRIED 9/0

That in the absence of the Mayor and the Deputy Mayor, Cr Mick Gillam be appointed as the Chairperson of the General Meeting for Item 7.

7. COMMUNITY COMMENT

7.1. Community Comment: Mr Rod Ridley - Management of Lakeside Park lease (A19248407)

Cr Mick Gillam opened the Community Comment session, making the required statement regarding the conduct of the Session, and invited Mr Rod Ridley, to address the Council in respect of the management of Lakeside Park lease; Council of the Shire of Pine Rivers (now MBRC) and Wrexmere Pty Ltd (trading as Queensland Raceways).

Mr Ridley's address contained the following points:

- Issues with Lakeside, particularly related to noise, have been ongoing since its rebirth as a motor racing circuit in 2008.
- Council has the responsibility for regulatory compliance in relation to noise and a duty to protect the community from excessive noise.
- A complaint was lodged with the Queensland Ombudsman in 2012 and a report provided to council in May 2013.
- Council failed to fully implement the Ombudsman's 2013 report recommendations resulting in the Ombudsman launching a follow-up investigation and the release of the 2015 Ombudsman's report.
- Mr Ridley said that the report is a damning indictment of Council's failure to monitor and regulate noise conditions at Lakeside and that failure to implement the Ombudsman's 2013 recommendations is the principal cause of complaints from nearby residents.
- Following the release of the 2015 Ombudsman's report, council commenced the Lakeside Noise and Communication Plan. In August 2017 the Ombudsman advised Council that *"I consider that Council has now implemented all recommendations arising from the Lakeside Noise Report."*
- Despite written warnings in 2016 and 2017 noise levels continued to exceed permitted levels, this resulted in three fines being issued to the Tenant and Mr Ridley has been advised that these fines have not been paid.
- The lease also contained a requirement for the submission of a proposed Business Plan every five years. Right To Information indicates that Business Plans from 2013 to 2016 do not exist. The Tenant's failure to submit a Business Plan in the required timeframe and the numerous occasions where noise levels have been exceeded should be seen as a serious breach of lease conditions.
- On 2 November 2018 a resident submitted an Administrative Action Complaint asking why: (1) Council has not made the Tenant abide by the terms of the Lease (2) Council has not enforced the 17 Special Conditions as contained in the Development Permit.
- A partial response to the Administrative Action Complaint was received on 21 December 2018 stating that the Tenant was operating under an approved Business Plan and that Council had received the appropriate rental payment. A further response was to be provided in January 2019 in relation to compliance with Special Conditions imposed by Development Permit 2008/11618.
- The complainant has not received any further information in relation to the Administrative Action Complaint to date.
- Mr Ridley stated that this blatant disregard of Council's Policy on Administrative Action Complaints, failure to ensure conditions of the Development Permit were met and failure to implement the 2013 Ombudsman's Report begs the question - *why is this so?*

Cr Mick Gillam thanked Mr Ridley for attending the Community Comment Session.

ATTENDANCE

Cr Allan Sutherland (Mayor) and Cr Mike Charlton (Deputy Mayor) returned to the meeting at the conclusion of the Community Comment Session and the Mayor resumed the Chair at 10.51am.

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 Koliانا Winchester
6 Lifestyle & Amenity	Cr Denise Sims
7 Economic Development, Events & Tourism	Cr Peter Flannery
8 Regional Innovation	Cr Darren Grimwade

ATTENDANCE

Mr Joshua O'Keefe attended the meeting at 10.52am for discussion on Item 1.1.

1 GOVERNANCE SESSION

(Cr A Sutherland, Mayor)

ITEM 1.1

ADOPTION OF COUNCIL POLICY - CORPORATE SOCIAL MEDIA - REGIONAL

Meeting / Session: GOVERNANCE

Reference: A19199276 : 10 October 2019 **Refer Supporting Information A19068036**

Responsible Officer: MH, Principal Strategy & Engagement Officer (CEO, Strategy & Engagement)

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 policy, as appearing in the supporting information to this report:

- Corporate Social Media - Policy 2150-110

RESOLUTION

Moved by Cr Julie Greer

Seconded by Cr Koliana Winchester

CARRIED 11/0

That the following policy be adopted, as appearing in the supporting information to this report:

- Corporate Social Media - Policy 2150-110

ITEM 1.1 ADOPTION OF COUNCIL POLICY - CORPORATE SOCIAL MEDIA - REGIONAL - A19199276 (Cont.)

OFFICER'S RECOMMENDATION

That the following policy be adopted, as appearing in the supporting information to this report:

- Corporate Social Media - Policy 2150-110

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

An explanation of the objective, policy summary, and any amendments made to the identified policies is outlined below:

Corporate Social Media - Policy 2150-110

Objective: The objective of this policy is to establish parameters for the appropriate use and management of council's Corporate Social Media.

Policy Summary: Council is committed to providing relevant, accurate and timely information to residents about council business, services, facilities, events, projects and disaster management.

Council supports the use of Corporate Social Media as part of an integrated approach to communication that aims to enhance the Moreton Bay Regional Council brand; build positive community sentiment; and inform and educate residents.

Corporate Social Media will be managed by Council's Communications department in accordance with guidelines outlined in Council's Social Media Handbook. No other Social Media should be used for Council business.

Content will be positive and newsworthy, generally relevant to residents on a regional level and consistent with Council's Corporate Plan and other relevant Council policies.

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 costs associated with the ongoing use and management of corporate social media.

ITEM 1.1 ADOPTION OF COUNCIL POLICY - CORPORATE SOCIAL MEDIA - REGIONAL - A19199276 (Cont.)

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 Joshua O'Keefe left the meeting at 10.53am after consideration of Item 1.1.

2 PLANNING & DEVELOPMENT SESSION

(Cr M Gillam)

No items for consideration.

UNCONFIRMED

3 CORPORATE SERVICES SESSION

(Cr M Constance)

**ITEM 3.1
MONTHLY REPORTING PACKAGE - SEPTEMBER 2019 - REGIONAL**

Meeting / Session: 3 CORPORATE SERVICES
Reference: A19183529 : 8 October 2019 - Refer Supporting Information A19184109
Responsible Officer: AD, Management Accountant (CORP Accounting Services)

Executive Summary

The purpose of this report is to present the Financial Reporting Package for the year to date period ending 30 September 2019.

RESOLUTION

Moved by Cr Mick Gillam

Seconded by Cr Mike Charlton (Deputy Mayor)

CARRIED 11/0

That the Financial Reporting Package for the year to date period ending 30 September 2019 be received.

ITEM 3.1 MONTHLY REPORTING PACKAGE - SEPTEMBER 2019 - REGIONAL - A19183529 (Cont.)

OFFICER'S RECOMMENDATION

That the Financial Reporting Package for the year to date period ending 30 September 2019 be received.

REPORT DETAIL

1. Background

The Financial Reporting Package for the month ending 30 September 2019 is contained within the supporting information to this report.

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

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

2. Explanation of Item

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

3. Strategic Implications

3.1 Legislative/Legal Implications

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

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

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

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

3.4 Risk Management Implications

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

ITEM 3.1 MONTHLY REPORTING PACKAGE - SEPTEMBER 2019 - REGIONAL - A19183529 (Cont.)

3.5 Delegated Authority Implications

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

3.6 Financial Implications

As at the end of September 2019, Council's operating result is \$114.55 million and the capital expenditure incurred amounted to \$25.86 million (excluding the University Project).

3.7 Economic Benefit

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

3.8 Environmental Implications

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

3.9 Social Implications

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

3.10 Consultation / Communication

Acting Chief Executive Officer, Interim Director Finance and Corporate Services, Accounting Services Manager.

ATTENDANCE

Mr Denis Crowe attended the meeting at 10.53am for discussion on Items 3.2 and 3.3.

ITEM 3.2
AUDITED FINANCIAL STATEMENTS AND SUSTAINABILITY STATEMENTS FOR
2018/19 - REGIONAL

Meeting / Session: 3 CORPORATE SERVICES
Reference: A19195025 : 10 October 2019 - Refer Supporting Information A19210013
Responsible Officer: DC, Accounting Services Manager (CORP Accounting Services)

Executive Summary

The purpose of this report is to present the Council's Audited Financial Statements for 2018/19, the audited current year financial sustainability statement and the long term financial sustainability statement.

RESOLUTION

Moved by Cr Mike Charlton (Deputy Mayor)

Seconded by Cr Denise Sims

CARRIED 11/0

1. That the 2018/19 audited financial statements, the audited current year financial sustainability statement and the long term financial sustainability statement be received.
2. That Council acknowledge the co-operation of the Queensland Audit Office during the 2018/19 audit.

ITEM 3.2 AUDITED FINANCIAL STATEMENTS AND SUSTAINABILITY STATEMENTS FOR 2018/19 - REGIONAL - A19195025 (Cont.)

OFFICER'S RECOMMENDATION

1. That the 2018/19 audited financial statements, the audited current year financial sustainability statement and the long term financial sustainability statement be received.
2. That Council acknowledge the co-operation of the Queensland Audit Office during the 2018/19 audit.

REPORT DETAIL

1. Background

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

The Financial Statements cover the period 1 July 2018 to 30 June 2019.

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

2. Explanation of Item

At the Audit Committee meeting held on the 7 August 2019 the Draft Financial Statements, the current year financial sustainability statement and the long term financial sustainability statement were presented for review.

After this meeting the financial statements and sustainability statements were provided to the Queensland Audit Office (QAO) on 13 August 2019 for auditing.

Following the onsite visit by QAO the financial statements and sustainability statements were presented to the Audit committee meeting held on 2 October 2019 for final review prior to management signing.

Management signed the financial statements and sustainability statements on 9 October 2019. QAO certified the financial statements and current year sustainability statement on 14 October 2019.

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

- a) gives a true and fair view of the Council's financial position as at 30 June 2019, and of its financial performance and cash flows for the year then ended,
- b) complies with the *Local Government Act 2009*, the Local Government Regulation 2012 and Australian Accounting Standards.

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

- a) the current year financial sustainability statement of Moreton Bay Regional Council for the year ended 30 June 2019 has been accurately calculated.

ITEM 3.2 AUDITED FINANCIAL STATEMENTS AND SUSTAINABILITY STATEMENTS FOR 2018/19 - REGIONAL - A19195025 (Cont.)

3. Strategic Implications

3.1 Legislative/Legal Implications

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

Specifically, section 212 of the Local Government Regulation states:

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

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

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

3.4 Risk Management Implications

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

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

ITEM 3.2 AUDITED FINANCIAL STATEMENTS AND SUSTAINABILITY STATEMENTS FOR 2018/19 - REGIONAL - A19195025 (Cont.)

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

3.5 Delegated Authority Implications

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

3.6 Financial Implications

The Financial Statements present the Council's financial performance, position, change in equity and cash flow as at 30 June 2019. Comparative amounts are provided for the previous financial year. The current year audited financial sustainability statement indicates that Council is in a strong financial position.

The cost to Council for the 2018/19 external audit will be in the amount of \$280,000 (GST exclusive). The original estimate was \$236,000. The increase has occurred due to additional time spent by QAO analysing and testing data in response to matters arising during the audit, including a councillor being charged by the Crime and Corruption Commission. Fee for the previous year was \$230,000.

3.7 Economic Benefit

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

3.8 Environmental Implications

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

3.9 Social Implications

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

3.10 Consultation / Communication

Acting Chief Executive Officer, Interim Director Finance and Corporate Services, Queensland Audit Office.

ITEM 3.3

AUDITOR-GENERAL OBSERVATION REPORT 2018/19 - REGIONAL

Meeting / Session: 3 CORPORATE SERVICES

Reference: A19196985 : 10 October 2019 - **Refer Supporting Information A19228276**

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

Executive Summary

The purpose of this report is to present the Auditor-General's observation report relating to the audit of Council's Financial Statements for 2018/19.

RESOLUTION

Moved by Cr Peter Flannery

Seconded by Cr Koliana Winchester

CARRIED 11/0

That the Auditor-General's observation report relating to the audit of Council's 2018/19 Financial Statements be received.

ITEM 3.3 AUDITOR-GENERAL OBSERVATION REPORT 2018/19 - REGIONAL - A19196985 (Cont.)

OFFICER'S RECOMMENDATION

That the Auditor-General's observation report relating to the audit of Council's 2018/19 Financial Statements be received.

REPORT DETAIL

1. Background

The Auditor-General must prepare an observation report about the audit of a local government's financial statements in accordance with section 54 of the *Auditor-General Act 2009*.

In accordance with the Local Government Regulation 2012, the Mayor must present the Auditor-General's observation report about the audit of the Council.

2. Explanation of Item

The Council's 2018/19 Financial Statements were signed by the Auditor-General on 14 October 2019 with an unmodified audit opinion.

Section 213(2) of the Local Government Regulation 2012 states:

An Auditor-General's observation report, about an audit of a local government's financial statements, is a report about the audit prepared under section 54 of the Auditor-General Act 2009 that includes observations and suggestions made by the Auditor-General about anything arising out of the audit.

In accordance with section 213(3) of the Local Government Regulation 2012 the Mayor must present the Auditor-General's observation report at the next ordinary meeting of the local government.

The supporting information report highlights the following;

- 1 financial reporting issue
- 2 Internal control deficiencies
- 2 other matters

The one high risk financial reporting issue related to the delay in processing contributed asset information. The two internal control deficiencies relate to human resource matters, specifically the recruitment and selection of employees and the lack of an associated policy, whilst of the two other matters, one relates to the independence of the Chair of the audit committee, while the second relates to Council's organisational structure and who the internal audit function should report to.

Queensland Audit Office's (QAO) recommendations on all of these issues and management's responses are contained on those pages indicated in the supporting information.

3. Strategic Implications

3.1 Legislative/Legal Implications

The observation report is a report prepared by the Auditor-General in accordance with section 54 of the *Auditor-General Act 2009*.

In accordance with section 213(3) of the Local Government Regulation 2012, the Mayor must present the Auditor-General's observation report at the next ordinary meeting of the local government.

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.

ITEM 3.3 AUDITOR-GENERAL OBSERVATION REPORT 2018/19 - REGIONAL - A19196985 (Cont.)

3.4 Risk Management Implications

The Auditor-General's Observation Report assesses the risks and possible implications associated with deficiencies and issues observed during the audit of the financial statements. Observations identified reflect internal control deficiencies, financial reporting issues and other matters. Management provides responses to recommendations suggested in the observation report, assigned to officers with a due date for completion with a view to reducing or eliminating the risk associated with the observations raised.

3.5 Delegated Authority Implications

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

3.6 Financial Implications

The Final Audit Fee is estimated to be in the amount of \$280,000 which is \$44,000 above the original estimate of \$236,000. The increase has occurred due to additional time spent by QAO analysing and testing data in response to matters arising during the audit, including a councillor being charged by the Crime and Corruption Commission. The fee for the previous year was \$230,000.

3.7 Economic Benefit

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

3.8 Environmental Implications

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

3.9 Social Implications

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

3.10 Consultation / Communication

Acting Chief Executive Officer, Interim Director Finance and Corporate Services and Acting Manager Human Resources.

ATTENDANCE

Mr Denis Crowe left the meeting at 11.01am after consideration of Items 3.2 and 3.3.

4 ASSET CONSTRUCTION & MAINTENANCE SESSION (Cr A Hain)

No items for consideration.

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
2019 COMBINED EMERGENCY SERVICES EXPO - DIVISION 1**

Cr Peter Flannery made mention of his attendance together with Cr Brooke Savige to the 2019 Combined Emergency Services Expo hosted by Volunteer Marine Rescue Bribie Island on Sunday 13 October 2019. Cr Flannery said that the Expo was well supported by the community, that it was a fantastic day and that such an event showcases the importance of emergency services to the community who in turn can show appreciation to the volunteers' time and efforts.

Cr Brooke Savige concurred with Cr Flannery's comments in relation to the Expo.

RESOLUTION

Moved by Cr Peter Flannery

Seconded by Cr Brooke Savige

CARRIED 11/0

That a letter of appreciation be sent to Mr Graham Gibb of the Volunteer Marine Rescue Bribie Island for a well-run 2019 Combined Emergency Services Expo.

**ITEM 11.2
QUEENSLAND STATE EMERGENCY SERVICES AWARDS CEREMONY -
REGIONAL**

Cr Peter Flannery made mention of his attendance to the Queensland State Emergency Services Awards Ceremony held at Kedron on Saturday 19 October 2019. Cr Flannery said that the ceremony included the acknowledgement of SES members from the Moreton Bay Region for long-term recognition of service and that the Operational Response of the Year award went to Redland SES for providing operational support during the North Stradbroke Island bushfires.

**ITEM 11.3
DIWALI FESTIVAL OF LIGHTS - DIVISION 9**

Cr Peter Flannery made mention of his attendance with Cr Mike Charlton (Deputy Mayor) to the **Diwali Festival of Lights** at Pine Rivers Park on Saturday 19 October 2019. Cr Flannery said that the inaugural event for the region received very good attendance with great entertainment which included Bollywood dancing and that it was a wonderful mixture of cultures.

RESOLUTION

Moved by Cr Peter Flannery

Seconded by Cr Mike Charlton (Deputy Mayor)

CARRIED 11/0

That a Mayoral letter of congratulation be sent to the Multicultural Association of Caboolture and Surrounds for the successful 2019 Diwali Festival of Lights event.

**ITEM 11.4
MORETON BAY REGIONAL COUNCIL YOUTH ART EXHIBITION - REGIONAL**

Cr Denise Sims made mention of her attendance to the Moreton Bay Regional Council Youth Art Exhibition awards at Strathpine Community Centre on Thursday 17 October 2019. Cr Sims said that the awards evening was a great night, with Chris Girdler, Manager Customer and Cultural Services, officiating as MC. Cr Sims commended the fantastic artists in the region ranging in ages from Prep to 18 years old who had produced amazing artwork.

RESOLUTION

Moved by Cr Denise Sims

Seconded by Cr Mike Charlton (Deputy Mayor)

CARRIED 11/0

That congratulations be conveyed to staff for the amazing art display and for the help provided at the Moreton Bay Regional Council Youth Art Exhibition Awards evening.

**ITEM 11.5
THE MILL SITE - NAMING OF STREETS, ROADS, OPEN SPACES AND BUILDINGS
- DIVISION 7**

Cr Denise Sims moved the following motion:

That on The Mill site the naming of streets, roads, open spaces and buildings that Council canvass public opinion so to make an informed decision that reflects the Priority Development Area (PDA) consultation, both the heritage and innovation opportunities of the site.

Seconded by Cr Brooke Savige

Procedural Motion

Moved by Cr Mick Gillam that the matter be brought to a Council Workshop for further discussion.

Seconded by Cr Mike Charlton (Deputy Mayor)

CARRIED 9/2

Cr Denise Sims and Cr Brooke Savige voted against the procedural motion

**ITEM 11.6
PENINSULA POWER FOOTBALL CLUB - 2019 PRESENTATION - DIVISION 6**

Cr Koliana Winchester made mention of her attendance to the National Premier League Queensland Peninsula Power Football Club 2019 Presentation on Saturday 12 October 2019. Cr Winchester said the team had a very successful season this year and passed on the club's appreciation to Council in relation to the maintenance and standard of the playing fields during the year.

RESOLUTION

Moved by Cr Koliana Winchester

Seconded by Cr Peter Flannery

CARRIED 11/0

That a Mayoral letter of congratulation be sent to the Peninsula Power Football Club for a successful 2019 season.

ITEM 11.7
NRL WHEELCHAIR RUGBY LEAGUE - DIVISION 3

Cr Adam Hain made mention of his attendance to the NRL Wheelchair Rugby League game Queensland Wheelchair Maroons versus England held at Morayfield Sports & Events Centre (MSEC) on Friday 18 October 2019.

Cr Hain said that the Council-sponsored event was attended by the Hon Mark Ryan MP and Terry Young MP and noted that the players had raised their own funding to participate in the tour. Cr Hain said that the Queensland team are based out of MSEC and that early signs for future tours was very positive.

RESOLUTION

Moved by Cr Adam Hain

Seconded by Cr Peter Flannery

CARRIED 11/0

That a Mayoral letter of congratulation be sent to Queensland coach JJ Atuahiva on the successful Wheelchair Rugby League tour.

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.

12a. CONFIDENTIAL OFFICERS' REPORTS TO COUNCIL

No items for consideration.

12b. CONFIDENTIAL GENERAL BUSINESS

No items for consideration.

13. CLOSURE

There being no further business the meeting closed at 11.19am.

ACTING CHIEF EXECUTIVE OFFICER'S CERTIFICATE

I certify that minute pages numbered 19/2233 to 19/2256 constitute the minutes of the General Meeting of the Moreton Bay Regional Council held 22 October 2019.

Graeme Kanofski
Acting Chief Executive Officer

CONFIRMATION CERTIFICATE

The foregoing minutes were confirmed by resolution of Council at its meeting held Tuesday 29 October 2019.

Graeme Kanofski
Acting Chief Executive Officer

Councillor Allan Sutherland
Mayor