



# AGENDA

## GENERAL MEETING

**Wednesday 19 August 2020**

commencing at 9.30am

Caboolture Chambers  
2 Hasking Street, Caboolture

Pursuant to section 277E of the Local Government Regulation 2012 it is considered not practicable for the public to attend the meeting because of health and safety reasons associated with the public health emergency involving COVID-19

**Accordingly, this meeting is physically closed to the public.**

However, will be live-streamed via a link on Council's website

**(access to the link will be available immediately prior to the meeting)**

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### **COUNCILLOR:**

NOTICE IS HEREBY GIVEN, that a General Meeting of the Moreton Bay Regional Council will be held on Wednesday 19 August 2020 commencing at 9.30am in Caboolture Chambers, 2 Hasking Street, Caboolture to give consideration to the matters listed on this agenda.

Greg Chemello  
Chief Executive Officer

13 August 2020

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**Membership = 13**  
Mayor and all Councillors

**Quorum = 7**

Agenda for public distribution

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LIST OF ITEMS

1.	<b>ACKNOWLEDGEMENT OF COUNTRY</b>	6
2.	<b>OPENING PRAYER / REFLECTION</b>	6
3.	<b>ATTENDANCE &amp; APOLOGIES</b>	6
4.	<b>MEMORIALS OR CONDOLENCES</b>	6
5.	<b>A) CONFIRMATION OF MINUTES FROM PREVIOUS GENERAL MEETING</b>	6
	<b>General Meeting - 5 August 2020 (Pages 20/1441 - 20/1497)</b>	6
	Attachment #1 Unconfirmed Minutes - General Meeting 5 August 2020	
5.	<b>B) ADOPTION OF AUDIT COMMITTEE MEETING REPORT &amp; RECOMMENDATIONS</b>	6
	<b>Audit Committee Meeting - 6 August 2020 (Pages 20/1498 - 20/1509)</b>	6
	Attachment #2 Unconfirmed Report & Recommendations - Audit Committee Meeting 6 August 2020	
6.	<b>PRESENTATION OF PETITIONS</b>	7
	<i>(Addressed to the Council and tabled by Councillors)</i>	
7.	<b>CORRESPONDENCE</b>	7
8.	<b>DEPUTATIONS / COMMUNITY COMMENT</b>	7
8.1.	Town Crier Performance and Presentation to Council - Mr Mike McHutchison (A20377720)	
8.2.	Julia Nuske: Consideration of community expectations and concerns in planning related and other decisions (A20384155)	
9.	<b>NOTICES OF MOTION (Repeal or amendment of resolutions)</b>	7
	<i>(s262 of the Local Government Regulation 2012)</i>	
10.	<b>OFFICERS' REPORTS TO COUNCIL (conducted in Sessions)</b>	7
	<i>(as referred by the Chief Executive Officer)</i>	
	<b>1 GOVERNANCE &amp; ENGAGEMENT SESSION (Cr P Flannery, Mayor)</b>	8
	<b>ITEM 1.1</b>	8
	MEETING SCHEDULE 2020 - AMENDMENT	
	REPORT DETAIL	
	<b>ITEM 1.2</b>	11
	COUNCILLOR CONDUCT - DECISION ABOUT INAPPROPRIATE CONDUCT	
	REPORT DETAIL	
	SUPPORTING INFORMATION	
	Confidential #1 Councillor Conduct Tribunal Full Report	

---

<b>2 INFRASTRUCTURE PLANNING SESSION (Cr A Hain)</b>	<b>16</b>
<b>ITEM 2.1</b>	<b>16</b>
NAMING OF THE SOUTH PINE SPORTS COMPLEX INDOOR CENTRE REPORT DETAIL	
<b>3 ENGINEERING, CONSTRUCTION &amp; MAINTENANCE SESSION (Cr B Savage)</b>	<b>20</b>
<b>ITEM 3.1</b>	<b>20</b>
TENDER - GRIFFIN - GRIFFIN SPORTS COMPLEX - SPORTING COMPLEX DEVELOPMENT 1 REPORT DETAIL SUPPORTING INFORMATION Confidential #1 Tender Evaluation	
<b>ITEM 3.2</b>	<b>28</b>
TENDER - MURRUMBA DOWNS - BRAYS ROAD / MCCLINTOCK DRIVE - INTERSECTIONS AND ROAD UPGRADE REPORT DETAIL SUPPORTING INFORMATION Confidential #1 Tender Evaluation	
<b>ITEM 3.3</b>	<b>35</b>
TENDER - DAKABIN - DAKABIN WASTE FACILITY - TRANSFER STATION DEVELOPMENT 2 REPORT DETAIL SUPPORTING INFORMATION Confidential #1 Tender Evaluation	
<b>ITEM 3.4</b>	<b>41</b>
TENDER - MORAYFIELD - OAKY FLAT ROAD, (ASHBROOK TO LAKEVIEW) - ROAD AND INTERSECTION UPGRADE REPORT DETAIL SUPPORTING INFORMATION Confidential #1 Tender Evaluation	
<b>ITEM 3.5</b>	<b>47</b>
LIGHT VEHICLE FLEET TENDER SUPPLY ISSUES REPORT DETAIL SUPPORTING INFORMATION Confidential #1 Tender Consideration Plan: Light Vehicle Tender Supply	

---

**4 PLANNING SESSION (Cr D Grimwade) 52**

**ITEM 4.1 52**

DA/34759/2017/VCHG/2 - REQUEST TO CHANGE (OTHER) - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (6 DWELLINGS), LOCATED AT 28 WOODCLIFFE CRESCENT, WOODY POINT - DIVISION 6

REPORT DETAIL

SUPPORTING INFORMATION

#1 Aerial Image

#2 Zoning Map

#3 Locality Plan

#4 Proposal Plans

#5 Submissions

**5 COMMUNITY & ENVIRONMENTAL SERVICES SESSION (Cr M Gillam) 82**

**ITEM 5.1 82**

CORONAVIRUS (COVID-19) COMMUNITY AND LOCAL BUSINESS SUPPORT PACKAGE - EXTENSION

REPORT DETAIL

**ITEM 5.2 85**

DISPOSAL OF PROPERTIES VIA EXPRESSIONS OF INTEREST CAMPAIGNS

REPORT DETAIL

SUPPORTING INFORMATION

#1 - 123 Sutton Street, Redcliffe (Division 6)

#2 - 94 Lower King Street, Caboolture (Division 3)

#3 - 94 Lower King Street, Caboolture (Division 3) - Available for Activation

#4 - 2204 Mt Samson Road, Samford Valley (Division 11) - Available for Activation

**6 FINANCE & CORPORATE SERVICES SESSION (Cr M Constance) 90**

**ITEM 6.1 90**

QUARTER 4 OPERATIONAL PLAN REVIEW 2019/20

REPORT DETAIL

SUPPORTING INFORMATION

#1 Quarter 4 Operational Plan Review 2019/20

**ITEM 6.2 94**

MONTHLY REPORTING PACKAGE - 30 JUNE 2020

REPORT DETAIL

SUPPORTING INFORMATION

#1 Monthly Financial Report - 30 June 2020

## Moreton Bay Regional Council

GENERAL MEETING - 514  
19 August 2020

PAGE 5  
Agenda

---

<b>ITEM 6.3</b>	<b>99</b>
AMENDMENT TO COUNCIL'S BUDGET FOR 2020/21	
REPORT DETAIL	
SUPPORTING INFORMATION	
#1 Council's Amended Budget for 2020/21	
<b>11. NOTIFIED GENERAL BUSINESS ITEMS OR RESPONSE TO QUESTIONS TAKEN ON NOTICE</b>	<b>103</b>
<b>12. CLOSED SESSION</b>	<b>103</b>
<i>(s275 of the Local Government Regulation 2012)</i>	
<b>12a. CONFIDENTIAL OFFICERS' REPORTS TO COUNCIL</b>	<b>104</b>
<b>ITEM C.1 – CONFIDENTIAL</b>	<b>104</b>
REDCLIFFE AERODROME LEASING MATTERS	
REPORT DETAIL	
<b>12b. CONFIDENTIAL GENERAL BUSINESS</b>	<b>108</b>

**1. ACKNOWLEDGEMENT OF COUNTRY**

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Mayor to provide the Acknowledgement of Country.

**2. OPENING PRAYER / REFLECTION**

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Mayor to provide the opening prayer / reflection for the meeting.

**3. ATTENDANCE & APOLOGIES**

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**Attendance:**

Cr Peter Flannery (Mayor) (Chairperson)

**Apologies:**

**4. MEMORIALS OR CONDOLENCES**

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

**5. A) CONFIRMATION OF MINUTES FROM PREVIOUS GENERAL MEETING**

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**General Meeting - 5 August 2020 (Pages 20/1441 - 20/1497)**

**RESOLUTION** that the minutes of the General Meeting held 5 August 2020, be confirmed.

***Attachment #1 Unconfirmed Minutes - General Meeting 5 August 2020***

**5. B) ADOPTION OF AUDIT COMMITTEE MEETING REPORT & RECOMMENDATIONS**

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**Audit Committee Meeting - 6 August 2020 (Pages 20/1498 - 20/1509)**

**RESOLUTION** that the report and recommendations of the Audit Committee Meeting held 6 August 2020, be adopted.

***Attachment #2 Unconfirmed Report & Recommendations - Audit Committee Meeting 6 August 2020***

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## 6. PRESENTATION OF PETITIONS

*(Addressed to the Council and tabled by Councillors)*

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

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## 7. CORRESPONDENCE

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

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## 8. DEPUTATIONS / COMMUNITY COMMENT

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### 8.1. Town Crier Performance and Presentation to Council - Mr Mike McHutchison (A20377720)

As part of the Community Comment session, Mr Mike McHutchison has been invited to provide a presentation to the Council as well as an accompanying Town Crier performance.

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### 8.2. Julia Nuske: Consideration of community expectations and concerns in planning related and other decisions (A20384155)

As part of the Community Comment session, Julia Nuske, as approved by the Chief Executive Officer, has been invited to address the Council in respect of the importance of Council officers and Councillors giving high consideration to community expectations and concerns when making planning related and other decisions, particularly when they are controversial.

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## 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.

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## 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 appointed Portfolio Councillor will facilitate the conduct of the respective session under the control of the Mayor as the Presiding Officer.

Session	Portfolio Councillor	Deputy Portfolio Councillor
1 Governance & Engagement	Cr P Flannery (Mayor)	Cr D Sims (Deputy Mayor)
2 Infrastructure Planning	Cr A Hain	Cr T Latter
3 Engineering, Construction & Maintenance	Cr B Savige	Cr C Tonks
4 Planning	Cr D Grimwade	Cr K Winchester / Cr M Booth
5 Community & Environmental Services	Cr M Gillam	Cr S Ruck
6 Finance & Corporate Services	Cr M Constance	Cr J Shipway

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**1 GOVERNANCE & ENGAGEMENT SESSION**

**(Cr P Flannery, Mayor)**

Declarations of interest statement

The Mayor to inform Council of any personal interests for items in this session, then ask other Councillors if they have any personal interests that will be declared for respective items in the session.

**ITEM 1.1**

**MEETING SCHEDULE 2020 - AMENDMENT**

Meeting / Session: 1 GOVERNANCE & ENGAGEMENT

Reference: A20377285 : 11 August 2020

Responsible Officer: KC, Team Leader Executive Support (FCS Governance & Executive Services)

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**Executive Summary**

The purpose of this report is to recommend an amendment to the adopted 2020 Meeting Schedule to enable Council 'as-a-whole' to participate in a Council-affiliated forum on 7 October 2020, and to enable Councillors to fulfil civic duties on Remembrance Day, 11 November 2020.

This report also recommends delaying the conduct of a General Meeting of Council being held at another location within the Moreton Bay region due to the current COVID-19 restrictions.

OFFICER'S RECOMMENDATION

1. That the 2020 Meeting Schedule be amended as follows:
  - a) the General Meeting on Wednesday 7 October 2020, be amended by changing the location from Strathpine to Caboolture; and changing the commencement time from 9.30am to 9.00am.
  - b) the General Meeting scheduled for Wednesday 11 November 2020 be rescheduled to be conducted on Thursday 12 November 2020 commencing at 9.30am at Strathpine.
2. That the amendments to the meeting schedule be advertised in accordance with s277 of the Local Government Regulation 2012.
3. That the conduct of a General Meeting of Council at another location within the Moreton Bay region in conjunction with a community engagement and a 'meet the councillors' event which was due to occur in August 2020, be delayed until December 2020 due to COVID-19 restrictions.

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ITEM 1.1 MEETING SCHEDULE 2020 - AMENDMENT - A20377285 (Cont.)

## REPORT DETAIL

### 1. Background

At its post-election meeting held 29 April 2020 (Page 20/611), Council resolved that its General Meetings would be generally conducted fortnightly on a Wednesday commencing at 9.30am on a rotation basis between Council's administration offices at Strathpine and Caboolture.

It was further resolved that at least once every four months, a General Meeting of Council be held at another location within the Moreton Bay Region in conjunction with a community engagement and a 'meet the councillors' event.

To satisfy the legislative requirement to adopt and publish a list of Council general (ordinary) and standing committee meetings each year, a meeting schedule for the months of May to December 2020 was advertised on 9 May 2020.

### 2. Explanation of Item

In late 2019, a date claimer for a forum involving other local governments as well as Moreton Bay Regional Council, was provided. The conduct of this forum was based on Council's former meeting schedule and rotation. However, subsequent to changes to Council's Decision-making Framework, the date claimer now clashes with the scheduled Council General Meeting on 7 October 2020.

In an endeavour to enable Council 'as-a-whole' to attend the forum, it is proposed that the location and commencement time for the Council's meeting of 7 October 2020 be amended.

Also, it has been identified that a General Meeting has been inadvertently scheduled for 11 November 2020 (Remembrance Day). In line with Council's Decision-making Framework, it is normal practice for meetings that would normally fall on the same day as Remembrance Day to be scheduled to another day to allow Councillors to fulfil civic duties on Remembrance Day.

In this regard it is proposed that the General Meeting scheduled for 11 November 2020, be rescheduled to Thursday 12 November 2020 commencing at 9.30am at Strathpine.

Further, at its Post-election meeting, Council resolved that at least once every four months, a General meeting and 'meet the councillors' forum would be conducted. The first meeting of this nature was due to be conducted in August 2020 however, due to COVID-19 restrictions it is suggested that Council delay the commencement of these meetings and look toward conducting the first meeting of this kind in December 2020.

As required, Council must publicly notify any change to the days and times of its meetings, pursuant to s277 (4) of the Local Government Regulation 2012.

### 3. Strategic Implications

#### 3.1 Legislative / Legal Implications

Council meetings are conducted in accordance with the Local Government Regulation 2012. Amendments to the advertised schedule must be notified as required under s277 (4) of the Local Government Regulation 2012.

#### 3.2 Corporate Plan / Operational Plan

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

#### 3.3 Policy Implications

Nil identified

#### 3.4 Risk Management Implications

Nil identified

## Moreton Bay Regional Council

*ITEM 1.1 MEETING SCHEDULE 2020 - AMENDMENT - A20377285 (Cont.)*

3.5 Delegated Authority Implications  Nil identified

3.6 Financial Implications  
Advertising costs have been included in the 2020/21 budget.

3.7 Economic Benefit Implications  Nil identified

3.8 Environmental Implications  Nil identified

3.9 Social Implications  Nil identified

3.10 Human Rights Implications  Nil identified

3.11 Consultation / Communication

The proposed amendments to the 2020 Meeting Schedule have been prepared in consultation with the Mayor and Councillors and Chief Executive Officer.

**ITEM 1.2**  
**COUNCILLOR CONDUCT - DECISION ABOUT INAPPROPRIATE CONDUCT**

*Meeting / Session:* 1 GOVERNANCE  
*Reference:* A20388104 : 11 August 2020 - Refer **Confidential Supporting Information**  
**A20388308**  
*Responsible Officer:* GC, Chief Executive Officer (CEOs Office)

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**Executive Summary**

A complaint regarding the conduct of former Councillor Mike Charlton was referred to Council by the Office of the Independent Assessor for investigation on 28 May 2019 on the basis that the matter consisted of suspected inappropriate conduct. On 3 June 2019, in accordance with Council's Investigation Policy, Council referred the matter to the Councillor Conduct Tribunal to investigate and provide recommendations on any actions that Council should take.

The Councillor Conduct Tribunal provided its confidential report and recommendations to Council on 14 July 2020 which is appended as confidential supporting information.

**OFFICER'S RECOMMENDATION**

1. That having:
  - (a) considered the Councillor Conduct Tribunal's (Tribunal) confidential report on its investigation and its assessment of the evidence concerning a complaint alleging inappropriate conduct under the *Local Government Act 2009*; and
  - (b) considered the Chief Executive Officer's recommendation in support of the opinion of the Tribunal;

Council accepts the analysis of the evidence by the Tribunal and agrees with the Tribunal that there is insufficient evidence to support a finding under the *Local Government Act* of inappropriate conduct by the former councillor of Division 9, Mike Charlton.

2. Council finds the complaint is not sustained and that no further action be taken except to advise the relevant parties of this decision and update the necessary register.

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ITEM 1.2 COUNCILLOR CONDUCT - DECISION ABOUT INAPPROPRIATE CONDUCT - A20388104 (Cont.)

## REPORT DETAIL

### 1. Background

A complaint regarding the conduct of former Councillor Mike Charlton was made to the Office of the Independent Assessor on 28 February 2019, as follows.

It was alleged that between January 2019 and February 2019, Cr Charlton engaged in inappropriate conduct as defined in section 150K(1)(a) of the *Local Government Act 2009* (the Act), in that the conduct involved a breach of value 4 and behavioural standard 1.2 of the Code of Conduct for Councillors in Queensland, as follows:

- Value 4 provides; *'in exercising good governance, Councillors are committed to the development of open and transparent processes and procedures; and keeping clear, concise and accessible records of decisions'*.
- Behavioural standard 1.2 provides: Councillors must *'respect and comply with all policies, procedures and resolutions of Council'*.

The particulars of the alleged conduct are as follows:

1. Between January 2019 and February 2019, Cr Charlton allegedly attended a number of covert meetings with select council employees, councillors, third-party planning consultants and former Council employees.
2. It was alleged that at these meetings, a matter for discussion was the performance of certain staff and the potential for corporate restructuring and/or employee terminations.
3. It was alleged that these meetings were not indicative of open and transparent processes on the basis that they were covert and that the employees central to this discussion were not aware of any potential performance issues and had not been provided *"constructive and relevant feedback in line with procedures"* as required by Council's Employee Code of Conduct.
4. It was alleged that the content of these meetings was discussed with and/or circulated to employees of the third-party planning consultants and the Caboolture Herald newspaper.

On 28 May 2019, the matter was referred to Council by the Office of the Independent Assessor for investigation on the basis that the matter consisted of suspected inappropriate conduct. On 3 June 2019, in accordance with the Investigation Policy, Council referred the matter to the President of the Councillor Conduct Tribunal to undertake investigations and provide recommendations.

The Councillor Conduct Tribunal provided its report and recommendations to Council on 14 July 2020.

### 2. Explanation of Item

The Councillor Conduct Tribunal summarised the outcome of its investigation on page 2 of its report, as follows:

**"After an investigation of the information and documents available, including the further information obtained from an interview with [a former employee of Council], the Tribunal is of the view that the available evidence is not sufficient to sustain an allegation of inappropriate conduct against the Councillor on the balance of probabilities."**

The full report of the Councillor Conduct Tribunal is appended as confidential supporting information for the information of Council.

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*ITEM 1.2 COUNCILLOR CONDUCT - DECISION ABOUT INAPPROPRIATE CONDUCT - A20388104 (Cont.)*

Under section 150AG of the Act, Council must determine whether or not Cr Charlton has engaged in inappropriate conduct. If Council decides that the Councillor has not engaged in inappropriate conduct, then no further action is required (apart from the notifications required under the Act). If Council decides that the Councillor has engaged in inappropriate conduct, Council must decide what action will be taken under section 150AH of the Act to discipline the Councillor.

The Tribunal's recommendations included:

- That Council consider the Tribunal's opinion following the investigation as detailed in paragraph 78 be considered;
- That Council consider the information in the report in making its decision as to whether or not the Councillor has engaged in inappropriate conduct; and
- If the Council's decision is that the complaint is not sustained, the Council take no further action except to advise the Councillor and update the Councillor Conduct Register as required by sections 150DX(1)(b) and 150DY of the Act.

### **3. Strategic Implications**

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

All legislative requirements have been complied with in respect of the process.

#### **3.2 Corporate Plan / Operational Plan Nil identified**

#### **3.3 Policy Implications**

All policies of Council have been complied with in respect of the process.

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

Reputation risk is always a factor when Council is dealing with allegations of inappropriate conduct. In this instance, Council has taken the necessary action is seeking the independent view of the Councillor Conduct Tribunal of these allegations. Council's report has also adopted the recommendations of the Tribunal's confidential report. Following the appropriate processes is the best approach to address any reputational risk.

#### **3.5 Delegated Authority Implications Nil identified**

#### **3.6 Financial Implications Nil identified**

#### **3.7 Economic Benefit Nil identified**

#### **3.8 Environmental Implications Nil identified**

#### **3.9 Social Implications Nil identified**

#### **3.10 Human Rights Implications**

Under the *Human Rights Act 2019 (Qld)*, Council must not make a decision which is incompatible with human rights. Council must also give proper consideration to any human rights relevant to its decision.

Officers consider that Council's decision in this circumstance is compatible with the Councillor's right to a fair hearing because the Councillor was provided with the opportunity to provide submissions in respect of the matter which were considered by the Councillor Conduct Tribunal and Council has complied with all legislative requirements in the matter and any limits (if any) are reasonable and justifiable in the circumstances.

*ITEM 1.2 COUNCILLOR CONDUCT - DECISION ABOUT INAPPROPRIATE CONDUCT - A20388104 (Cont.)*

Officers consider that Council's decision in this circumstance is compatible with the Complainant's rights in respect of privacy and reputation because the Tribunal's report is confidential and Council has complied with all legislative requirements in the matter and any limits (if any) are reasonable and justifiable in the circumstances.

3.11 Consultation / Communication

Consultation has been undertaken with Legal Services.

**SUPPORTING INFORMATION**

**Ref: A20388308**

The following list of supporting information is provided for:

**ITEM 1.2**

**COUNCILLOR CONDUCT - DECISION ABOUT INAPPROPRIATE CONDUCT**

***Confidential #1 Councillor Conduct Tribunal Full Report***

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## 2 INFRASTRUCTURE PLANNING SESSION

(Cr A Hain)

### Declarations of interest statement

Portfolio Councillor to inform Council of any personal interests for items in this session, then ask other Councillors if they have any personal interests that will be declared for respective items in the session.

### ITEM 2.1

### NAMING OF THE SOUTH PINE SPORTS COMPLEX INDOOR CENTRE

Meeting / Session: 2 INFRASTRUCTURE & PLANNING

Reference: A19645455 : 28 July 2020

Responsible Officer: BS, Technical Officer Parks & Recreation (IP Parks & Recreation Planning)

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### Executive Summary

A major expansion of the indoor sports facility located within the South Pine Sports Complex, 620 South Pine Road, Brendale is currently underway. While the facility has been in use for some time, it does not have a name formally endorsed by Council. To ensure appropriate signage can be installed as part of the current facility expansion, Council endorsement of a suitable name is being sought.

Council officers have consulted with the South Pine Sports Association (SPSA) and the Division 9 Councillor and have identified a suitable facility name - 'South Pine Sports Indoor Centre'.

### OFFICER'S RECOMMENDATION

That having regard to the information provided within this report, the naming of the building as shown in Figure 1 and 2, on Lot 5, SP282664, as "South Pine Sports Indoor Centre" be approved.

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*ITEM 2.1 NAMING OF THE SOUTH PINE SPORTS COMPLEX INDOOR CENTRE - A19645455 (Cont.)*

## **REPORT DETAIL**

### **1. Background**

The South Pine Sports Indoor Centre is located at the South Pine Sports Complex (SPSC), 620 South Pine Road, Brendale. The South Pine Sports Indoor Centre project scope of work includes the expansion of the indoor sports facility to accommodate an additional three multi-purpose courts and associated universal amenities. The new indoor sports facility will satisfy the requirements of club, regional, state and some international competition levels and provides a regional facility for a variety of sports to host tournaments. It is considered essential that the facility be formally named to assist with branding, wayfinding and promotion.

The South Pine Sports Association (SPSA) is the lessee of the South Pine Sports Complex. The complex is managed under a representative model with SPSA providing a sub-agreement and/or hirer agreement for the use of the outdoor and indoor facilities by resident clubs and community groups.

SPSA and resident clubs were consulted closely as part of the planning and detailed design for the expansion of the indoor facility. On 23 July and 19 September 2019 during stakeholder consultation meetings, SPSA representatives confirmed their preferred facility name as 'South Pine Sports Indoor Centre'. Meeting minutes were recorded to confirm the outcome of the stakeholder consultation.

On 5 February 2020, the matter was discussed with the then Division 9 Councillor at which time the proposed facility name - 'South Pine Sports Indoor Centre' was supported. Subsequent discussions were then held with Division 9 Councillor Tonks on 21 May 2020 confirming this arrangement. Council endorsement of the proposed name is required so that new facility brand can be promoted, and wayfinding signage be installed as part of the expansion works, noting that a provisional sum has been allowed in the building contract for this purpose.

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

A formally recognised name for a regional standard sports facility is considered important in establishing a brand, assisting with wayfinding and promotion of significant community facilities. The current construction project has become the catalyst to endorse a formal facility name so that new signage can be installed as part of the Council endorsed scope of works.



**Figure 1: Location of expanded indoor sports facility**

ITEM 2.1 NAMING OF THE SOUTH PINE SPORTS COMPLEX INDOOR CENTRE - A19645455 (Cont.)



Figure 2: 3D Model - expanded indoor sports facility

The proposed name is consistent with MBRC Policy No: 11-2150-039, Naming of Council Owned or Administered Buildings, Structures and other Assets (excluding roads), and the associated convention for naming of a facility of this type. The proposed name is supported by internal stakeholders, the Division 9 Councillor and the SPSA and facility user groups.

The building works contract includes funding for the supply and installation of the proposed signage.

**3. Strategic Implications**

3.1 Legislative / Legal Implications  Nil identified

3.2 Corporate Plan / Operational Plan  
Valuing Lifestyle: Quality recreation and cultural opportunities - active recreation opportunities.

3.3 Policy Implications  
The submitted application complies with and has all the supporting documentation required under MBRC Policy No: 11-2150-039, Naming of Council Owned or Administered Buildings, Structures and other Assets (excluding roads). Council policy requires that any proposal to name a building be advertised in local newspapers for a period of up to 28 days during which time submissions can be received. This process allows Council to assess any possible objections to the proposed naming.

3.4 Risk Management Implications  Nil identified

3.5 Delegated Authority Implications  Nil identified

3.6 Financial Implications  
The current Council endorsed building works contract includes funding for the supply and installation of the proposed signage.

3.7 Economic Benefit Implications  
The proposed name provides marketing opportunities for the refurbished building that will assist in achieving a regular income from hire and contribute to its long-term economic sustainability.

*ITEM 2.1 NAMING OF THE SOUTH PINE SPORTS COMPLEX INDOOR CENTRE - A19645455 (Cont.)*

3.8 Environmental Implications  Nil identified

3.9 Social Implications  
Establishing a strong identity for Council facilities is essential to wayfinding and promotion of community facilities and events.

3.10 Human Rights Implications  Nil identified

3.11 Consultation / Communication  
The proposed name is supported by internal stakeholders, the Division 9 Councillor and the SPSA and facility user groups.

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**3 ENGINEERING, CONSTRUCTION & MAINTENANCE SESSION**

**(Cr B Savige)**

Declarations of interest statement

Portfolio Councillor to inform Council of any personal interests for items in this session, then ask other Councillors if they have any personal interests that will be declared for respective items in the session.

**ITEM 3.1**

**TENDER - GRIFFIN - GRIFFIN SPORTS COMPLEX - SPORTING COMPLEX DEVELOPMENT 1**

Meeting / Session: 3 ENGINEERING, CONSTRUCTION & MAINTENANCE  
Reference: A20316166 : 3 August 2020 - Refer **Confidential Supporting Information A20264516**  
Responsible Officer: BB, Manager Project Management (ECM Project Management)

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**Executive Summary**

Tenders were called for the 'Griffin - Griffin Sports Complex - Sporting Complex Development 1 (MBRC009861)' project. The tender closed on 10 July 2020 with a total of thirteen tenders received, twelve of which were conforming.

It is recommended that the tender for the 'Griffin - Griffin Sports Complex - Sporting Complex Development 1 (MBRC009861)' project be awarded to Main Constructions (Building) Pty Ltd for \$10,369,369.34 (excluding GST) as this offer represents the best overall value to Council.

**OFFICER'S RECOMMENDATION**

1. That the tender for 'Griffin - Griffin Sports Complex - Sporting Complex Development 1 (MBRC009861)' project be awarded to Main Constructions (Building) Pty Ltd for the sum of \$10,369,369.34 (excluding GST).
2. That the Council enters into an agreement with Main Constructions (Building) Pty Ltd as described in this report.
3. 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 Main Constructions (Building) Pty Ltd for the 'Griffin - Griffin Sports Complex - Sporting Complex Development 1 (MBRC009861)' project and any required variations of the agreement on Council's behalf.
4. That \$1,597,000 in dedicated project funds be re-provided from the 2019-20 financial year into the 2020-21 financial year for the project.
5. That the allocation of \$4,500,000 for the project in the 2021-22 financial year be reduced by \$2,000,000, to \$2,500,000 to complete the project.

*ITEM 3.1 TENDER - GRIFFIN - GRIFFIN SPORTS COMPLEX - SPORTING COMPLEX DEVELOPMENT 1 - A20316166 (Cont.)*

**REPORT DETAIL**

**1. Background**

The project is located within the north western section of the proposed Griffin Sports Complex precinct, Henry Road (south of Elizabeth Road), Griffin. The playing fields, car park and club house have been situated to the southern portion of the area shown in figure 2 to ensure the northern portion of this section of the site remains in its natural form as significant Cultural Heritage has been identified in this area. The project comprises stage 1 of the facility development totalling 4.7 hectares, construction of entry/access road and 2 carparks with 154 car parking spaces, two full sized rugby league fields and one mid-sized rugby league field, a club house and amenities (450 square metres), storage sheds, field LED lighting, irrigation, landscaping and utilities connection.

Planning for the works commenced in July 2017 and was completed in March 2018. Detailed Design commenced in July 2018 and was completed in May 2020.

The objective of the project is to commence staged development of a District Level sports facility consistent with Council's approved master plan.

The new intersection with the entry/access road and Henry Road will be constructed as a separate contract and will be programmed to align with the completion of stage 1 of the Griffin Sports Complex project.

It is proposed that the construction will commence in September 2020 and be completed by February 2022 including an allowance for wet weather (74 days).



**Figure 1 - Artist's Impression (August 2019)**

ITEM 3.1 TENDER - GRIFFIN - GRIFFIN SPORTS COMPLEX - SPORTING COMPLEX DEVELOPMENT 1 - A20316166 (Cont.)



Figure 2 - Location Plan

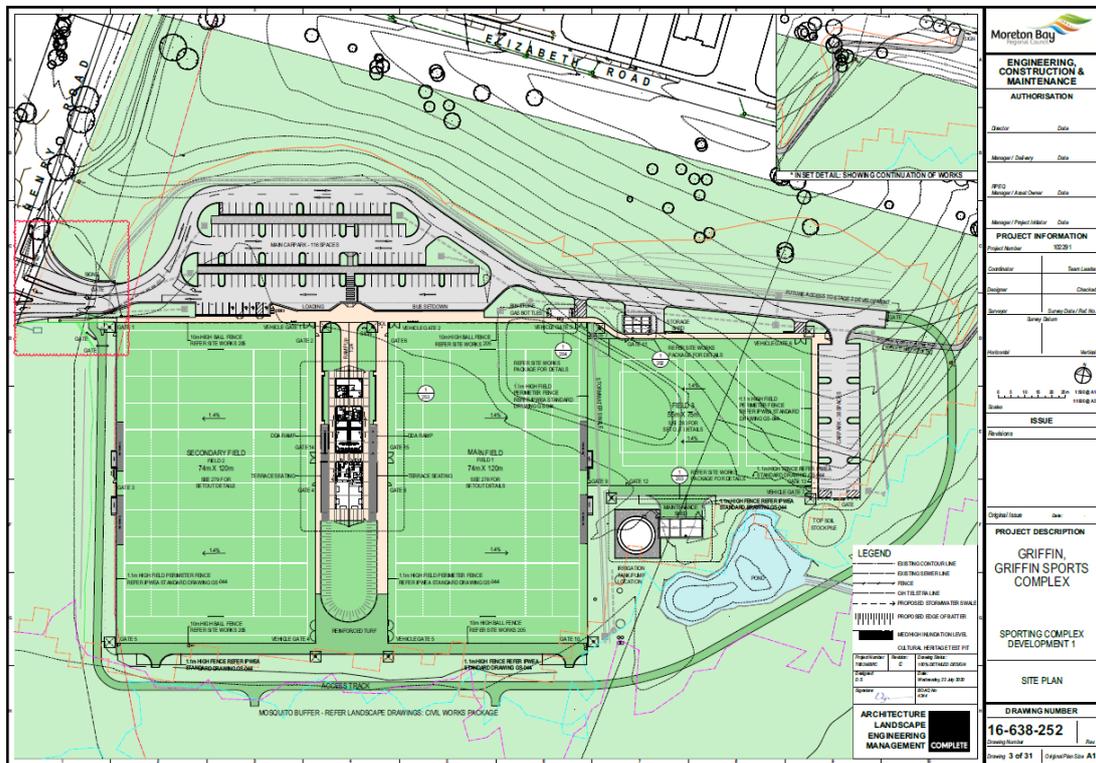


Figure 3 - Site Plan (July 2020)

*ITEM 3.1 TENDER - GRIFFIN - GRIFFIN SPORTS COMPLEX - SPORTING COMPLEX DEVELOPMENT 1 - A20316166 (Cont.)*

**2. Explanation of Item**

Tenders for the 'Griffin - Griffin Sports Complex - Sporting Complex Development 1 (MBRC009861)' project closed on 10 July 2020 with thirteen tenders received, of which twelve were confirming. 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):

<b>RANK</b>	<b>TENDERER</b>	<b>EVALUATION SCORE</b>
1	Main Constructions (Building) Pty Ltd	99.11
2	MULTI SPAN AUSTRALIA GROUP PTY LTD (Alternative 1)	97.51
3	MULTI SPAN AUSTRALIA GROUP PTY LTD	97.18
4	J. MAC CONSTRUCTIONS PTY LTD	96.15
5	BADGE CONSTRUCTIONS (QLD) PTY LTD	92.45
6	Wiley & Co Pty Ltd	87.66
7	Hall Contracting Pty Ltd	87.41
8	Naric Pty Ltd	85.64
9	Eureka Landscapes	85.10
10	TOTAL CONSTRUCTION PTY LIMITED	84.74
11	Built Qld Pty Ltd	77.64
12	Landskey Constructions Pty Ltd	64.24
13	National Construction Management (Qld) Pty Ltd	Non-conforming

**Main Constructions (Building) Pty Ltd ('Main')** - submitted a comprehensive and well-presented tender demonstrating relevant similar project experience. A tender clarification meeting was held on 20 July 2020, at which Main demonstrated their relevant experience, methodology, understanding of the project and capability in delivering the project including detailing the sub-contractors to be used on this project. Main have undertaken sports fields and building projects for Moreton Bay Regional Council (MBRC), including South Pine Sporting Complex AFL Precinct Clubhouse and Associated Works valued at \$3.7M, Moreton Bay Central Sports Complex – Soccer Stage 1 Sports Fields and Associated Works valued at \$11.45M and Nathan Road Sports Facility at Rothwell valued at \$6.67M. Main has also undertaken Workshop and Office works at Darra for BrisVegas Machinery valued at \$3.34M; St Benedict's College Stage 2 Buildings at Mango Hill for Brisbane Catholic Education valued at \$6.77M; and Bill Brown Reserve Upgrade and Netball Facility at Fitzgibbon for Brisbane City Council valued at \$4.11M.

Main's submission was the lowest priced and highest scoring tender submission. The evaluation panel recommends that the offer from Main represents the best overall value offer to Council.

**MULTI SPAN AUSTRALIA GROUP PTY LTD (Alternative 1) ('MSA')** - submitted a comprehensive and well-presented tender, however there were no additional benefits for the higher price.

*ITEM 3.1 TENDER - GRIFFIN - GRIFFIN SPORTS COMPLEX - SPORTING COMPLEX DEVELOPMENT 1 - A20316166 (Cont.)*

**MULTI SPAN AUSTRALIA GROUP PTY LTD (Conforming) ('MSA')** - submitted a comprehensive and well-presented tender, however there were no additional benefits for the higher price.

**J. MAC CONSTRUCTIONS PTY LTD ('JMC')** - submitted a well-presented tender, however there were no additional benefits for the higher price.

The non-conforming tenderer did not submit the mandatory tender documentation.

**3. Strategic Implications**

**3.1 Legislative / Legal Implications**

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

**3.2 Corporate Plan / Operational Plan**

This project is consistent with the Corporate Plan outcome - Valuing Lifestyle: Quality recreation and cultural opportunities - active recreation opportunities.

**3.3 Policy Implications**

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

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

The Local Preference Policy does not apply as the tender was advertised on Saturday 9/5/20 with the local preference policy commencing on 1/6/20.

**3.4 Risk Management Implications**

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

*Financial Risks:*

A third-party review of financial status has been carried out and the successful tenderer was rated 'sound'.

*Construction Risks:*

- a. The recommended tenderer will provide a program of works, staging plans, traffic management plans, safety management plan, environmental management plan, tree management plan, and quality management documentation as part of the contract to detail how they will plan, establish and manage project construction risks which will be reviewed and audited by Project Management.
- b. The recommended tenderer has indicated their understanding of the project site and the need to manage cultural heritage.
- c. The recommended tenderer has indicated that their program of works takes into consideration the provision of appropriate resources to be able to complete the project works effectively and on time.
- d. The project is not impacted by any Development Approvals.
- e. The procurement risks relating to this project are considered low as there is adequate lead time for the recommended tenderer to procure the relevant project construction materials.
- f. At the tender clarification meeting, the recommended tenderer advised that there were no foreseen COVID-19 related impacts with regard to material supply chains and delivery of the project works.
- g. Dilapidation inspections will be conducted prior to works commencing on council's Henry Road to record the existing condition of assets and again after construction to record any change.

# Moreton Bay Regional Council

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*ITEM 3.1 TENDER - GRIFFIN - GRIFFIN SPORTS COMPLEX - SPORTING COMPLEX DEVELOPMENT 1 - A20316166 (Cont.)*

3.5 Delegated Authority Implications

Under delegation Council-163, the CEO has the power to enter into contracts up to and including the amount of one percent (1%) of Council's net rate and utility charges as stated in Council's audited financial statements included in Council's most recently adopted annual report - estimated \$3.1M during the March 2020 caretaker period.

The cost of this project exceeds the delegated limit and is therefore reported to Council for consideration.

3.6 Financial Implications

Council has allocated a total of \$15,580,000 across multiple years in the Capital Projects Program for this project; \$50,000 in the 17-18 FY for planning/preliminary design; \$530,000 in the 18-19 FY and \$2,000,000 in the 19-20 FY for detailed design; and \$8,500,000 in the 20-21 FY and a further \$4,500,000 identified in 21-22 FY for construction. All financial information provided below is excluding GST.

Preliminary Design 2017/18	\$ 49,288.32
Design 2018/19, 2019/20	\$ 841,494.49
Tender Price (Construction)	\$ 10,369,369.34
Contingency (20%)	\$ 2,073,873.87
QLeave (0.475%)	\$ 49,254.50
ADAC Survey	\$ 33,044.00
Construction Phase Consultants	\$ 101,985.00
	-----
Total Project Cost	\$ 13,518,309.52
	=====
Estimated ongoing operational/maintenance costs	\$ 163,125 per F/Y.

The budget amount for this project is sufficient. \$1,597,000 in dedicated project funds be re-provided from the 2019-20 financial year into the 2020-21 financial year for the project, and the 21-22 project allocation of \$4,500,000 be reduced by \$2,000,000, to \$2,500,000 to complete the project.

3.7 Economic Benefit Implications

Queensland Rugby League and North Lakes Kangaroos Rugby League Club have advised that the completion of this project will attract increased numbers of sporting groups to the region in the form of regular district level fixtures. Added to this will be opportunities for local clubs to increase scheduling of training and matches at the new facilities.

3.8 Environmental Implications

An Environmental Management Plan will be provided to Council by the successful tenderer, detailing the management of environmental matters affecting the project during construction. The environment management plan will be monitored and audited by project management during the construction phase.

3.9 Social Implications

The construction of the Griffin Sports Complex will provide modern, accessible and universal facilities that support sport, recreation and physical activity opportunities for local Moreton Bay residents.

3.10 Human Rights Implications

Nil identified

*ITEM 3.1 TENDER - GRIFFIN - GRIFFIN SPORTS COMPLEX - SPORTING COMPLEX DEVELOPMENT 1 - A20316166 (Cont.)*

3.11 Consultation / Communication

A detailed communication plan has been prepared for this project. Communication strategies include project notices issued four weeks prior to the commencement of works and project signs displayed on site four weeks prior to construction. Weekly email updates will be provided for the Divisional Councillor and weekly project updates for the Council website, as well as regular drone footage. The Divisional Councillor has been consulted and is supportive of the project.

**SUPPORTING INFORMATION**

**Ref: [A20264516](#)**

The following list of supporting information is provided for:

**ITEM 3.1**

**TENDER - GRIFFIN - GRIFFIN SPORTS COMPLEX - SPORTING COMPLEX DEVELOPMENT 1**

***Confidential #1 Tender Evaluation***

### ITEM 3.2

## TENDER - MURRUMBA DOWNS - BRAYS ROAD / MCCLINTOCK DRIVE - INTERSECTIONS AND ROAD UPGRADE

*Meeting / Session:* 3 ENGINEERING, CONSTRUCTION & MAINTENANCE  
*Reference:* A20313523 : 23 July 2020 - Refer **Confidential Supporting Information A20266582**  
*Responsible Officer:* BB, Manager Project Management (ECM Project Management)

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### Executive Summary

Tenders were invited for the 'Murrumba Downs - Brays Road / McClintock Drive - Intersections and Road Upgrade (MBRC009898)' project. The tender closed on 8 July 2020 with a total of eleven conforming submissions, one non-conforming submission and one withdrawn tender submission received.

It is recommended that Council award the contract to G&H Plant Hire Pty Ltd Trading as Civil Contractors for the sum of \$5,620,191 (excl. GST) as this tender was evaluated as representing the best overall value to Council.

### OFFICER'S RECOMMENDATION

1. That the tender for the 'Murrumba Downs - Brays Road / McClintock Drive - Intersections and Road Upgrade (MBRC009898)' project be awarded to G&H Plant Hire Pty Ltd Trading as Civil Contractors for the sum of \$5,620,191 (excluding GST).
2. That the Council enters into an agreement with G&H Plant Hire Pty Ltd Trading as Civil Contractors as described in this report.
3. 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 G&H Plant Hire Pty Ltd Trading as Civil Contractors for 'Murrumba Downs - Brays Road / McClintock Drive - Intersections and Road Upgrade (MBRC009898)' project and any required variations of the agreement on Council's behalf.
4. That the allocation of \$4,000,000 set aside for the project in the 2021-22 Capital Project budget is not required to complete the project.

ITEM 3.2 TENDER - MURRUMBA DOWNS - BRAYS ROAD / MCCLINTOCK DRIVE - INTERSECTIONS AND ROAD UPGRADE - A20313523 (Cont.)

**REPORT DETAIL**

**1. Background**

The project is located over the section of Brays Road, between the recent Redcliffe Peninsula Rail Link (RPRL) construction north of Moreton Street, extending through to the bridge over the Bruce Highway, and along McClintock Drive from Brays Road to Black Duck Creek, Murrumba Downs (Division 7).

The scope of the project includes service relocations, the widening and upgrading of all road pavements to provide additional turn lanes and active transport facilities, upgraded stormwater drainage infrastructure, pathways, median islands and landscaping improvements. The intersections at Moreton Street, Normanby Road and McClintock Drive will be signalised with a new roundabout at the intersection of Twin Lakes Drive.

The objective of the project is to improve safety for all users and reduce traffic delays for current and future (forecast) volumes.

An offset planting project (approximately 200 trees) will be tendered and completed separately to this tender.

Project works are expected to commence in mid-September 2020 and take approximately 40 weeks to complete, including an allowance for wet weather, 20 weeks as per the tendered wet weather graph supplied by Council. Night works have been included where required to minimise impacts on road users and maintain access to the Living Faith Lutheran Primary School.



Figure 1: Project Locality Plan

*ITEM 3.2 TENDER - MURRUMBA DOWNS - BRAYS ROAD / MCCLINTOCK DRIVE - INTERSECTIONS AND ROAD UPGRADE - A20313523 (Cont.)*

**2. Explanation of Item**

Tenders for the 'Murrumba Downs - Brays Road / McClintock Drive - Intersections and Road Upgrade (MBRC009898)' project closed on 8 July 2020 with a total of eleven conforming and one non-conforming tender submissions received. The tenders were assessed by the assessment panel in accordance with Council's Purchasing Policy and the selection criteria set out in the tender documents.

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

RANK	TENDERER	EVALUATION SCORE
1	G&H Plant Hire Pty Ltd Trading as Civil Contractors	98.22
2	Ryan Civil Contracting Pty Ltd	92.80
3	ALLROADS PTY LTD	90.01
4	BELLWETHER CONTRACTORS PTY LTD	88.98
5	BMD Constructions Pty Ltd	88.39
6	Hall Contracting Pty Ltd	88.28
7	ALDER CONSTRUCTIONS PTY LTD	87.04
8	Hazell Bros (QLD) Pty Ltd	86.33
9	PENTACON PTY LTD	83.28
10	Koppens Developments Pty Ltd	82.06
11	CIVIL CONTRACTORS (AUST) PTY LTD T/A CCA WINSLOW	64.49
12	Superior Kerb & Concreting Pty Ltd	Non-conforming

**G&H Plant Hire Pty Ltd Trading as Civil Contractors (G&H)** - submitted a comprehensive and well-presented tender. A clarification meeting was held on 22 July 2020 at which G&H demonstrated their understanding of the project, construction methodology, safety management and stakeholder expectations. G&H presented a flexible delivery program, including night works with no planned road closures or detours. G&H have completed similar projects for Moreton Bay Regional Council (MBRC), including Patricks Road at Arana Hills (\$2.2m). Other non MBRC projects include Pitt Road at Burpengary (\$4.1m for Watpac, Department of Education), Military Vehicle Centre of Excellence Stage 1 at Ipswich (\$17.9m for Watpac, Australia Defence Force).

It is recommended by the evaluation panel this project be awarded to G&H Plant Hire Pty Ltd Trading as Civil Contractors as this offer represents the best value to Council.

**Ryan Civil Contracting Pty Ltd ('RC')** - submitted a comprehensive tender and demonstrated their methodology and experience on similar projects, however there was no additional benefits for the additional price.

**ALLROADS PTY LTD ('AR')** - submitted a comprehensive and well-presented tender. A clarification meeting was held on 22 July 2020 where AR demonstrated their capability to undertake the project, however there was no additional benefits for the additional price.

**Bellwether Contractors Pty Ltd ('BC')** - submitted a good tender however there was no additional benefits for the additional price.

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*ITEM 3.2 TENDER - MURRUMBA DOWNS - BRAYS ROAD / MCCLINTOCK DRIVE - INTERSECTIONS AND ROAD UPGRADE - A20313523 (Cont.)*

The non-conforming tender did not provide the mandatory tender documentation.

The withdrawn tender submission was withdrawn at the request of the tenderer.

The local preference policy does not apply to this tender as the tender was advertised prior to the council local preference policy being adopted.

### **3. Strategic Implications**

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

Due to the value of the work being greater than \$200,000, a competitive open tender process was undertaken via the LG Tender system. The tender was called in accordance with the *Local Government Act 2009*.

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

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

#### **3.3 Policy Implications**

This project has been 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.

The Local Preference Policy does not apply as the tender was advertised on 22/5/20 with the local preference policy commencing on 1/6/20.

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

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

##### Financial Risks:

- a. A third-party review of financial status has been carried out and G&H Plant Hire Pty Ltd was rated '*sound*'.

##### Construction Risks:

- b. The recommended tenderer will provide a program of works, staging plans, traffic management plans, safety management plan, environmental management plan, tree management plan, and quality management documentation as part of the contract to detail how they will plan, establish and manage project construction risks which will be reviewed and audited by Project Management.
- c. The project will be completed in stages with school access works scheduled at night or school holiday periods. Two traffic lanes (one each way) will be provided on Brays Road and McClintock Drive for the duration of the works with no road closures scheduled.
- d. Dilapidation inspections will be conducted prior to works commencing to record the existing condition of assets and again after construction to record any change.
- e. There are no development approval risks relating to this contract.
- f. The procurement risks relating to this project are considered low as there is enough lead time for the recommended tenderer to procure the relevant construction materials.
- g. COVID-19: The recommended tenderer does not foresee any current COVID-19 supply chain related risk to materials supply at this time. Risk to site personnel is addressed in G&H Plant Hire's COVID-19 Project Management Site Policy.

*ITEM 3.2 TENDER - MURRUMBA DOWNS - BRAYS ROAD / MCCLINTOCK DRIVE - INTERSECTIONS AND ROAD UPGRADE - A20313523 (Cont.)*

**3.5 Delegated Authority Implications**

Under delegation Council-163, the CEO has the power to enter into contracts up to and including the amount of one percent (1%) of Council's net rate and utility charges as stated in Council's audited financial statements included in Council's most recently adopted annual report - estimated \$3.1M during the March 2020 caretaker period.

The cost of this project exceeds the delegated limit and is therefore reported to Council for consideration.

**3.6 Financial Implications**

Council has allocated a total of \$14,715,766 in Capital Projects Program for this project, \$300,000 in the 17-18 FY for design; \$1,500,000 in the 18-19 FY and \$915,766 in the 19-20 FY for service relocations; \$8,000,000 in the 20-21 FY and a further \$4,000,000 identified in the draft 21-22 FY Capital Projects Program for construction. All financial information below is excluding GST.

Design 2017/18	\$ 288,598.42
APA Gas relocations 2018/19	\$1,384,234.01
Energex/APA Gas relocations 2019/20	\$1,045,146.11
Adjusted Tender Price (Construction)	\$ 5,620,191.00
Contingency (15%)	\$ 843,028.65
QLeave (0.475%)	\$ 26,695.91
Unitywater Relocations	\$ 90,000.00
Telstra Relocations	\$ 99,031.56
NBN Relocations	\$ 65,000.00
Offset planting project (separate contract)	\$ 100,000.00
	-----
<b>Total Project Cost</b>	<b>\$ 9,561,925.66</b>
	=====

Estimated ongoing operational/maintenance costs \$ 30,000.00 per F/Y.

The budget amount for this project is sufficient. Funding allocation of \$4,000,000 in the 2021-22 Capital Projects budget will not be required to complete the project.

**3.7 Economic Benefit Implications**

The project will result in improvements to road pavement structure and surface, road safety and travel time. The economic implications of these improvements are (respectively) longer pavement life (i.e. less maintenance cost), less risk of crash and severity of crash and less delays (e.g. for those commuting and travelling for work or other economic purposes).

**3.8 Environmental Implications**

The recommended tenderer submitted a Construction Environmental Management Plan as part of the tender submission. The plan details the management of onsite environmental matters affecting the project during construction.

**3.9 Social Implications**

The upgrade of the intersection will introduce a safer and more efficient intersection with dedicated pedestrian facilities, providing particular benefit to the local school and adjacent community. Social and community benefits will also be derived in reducing the likelihood of crash occurrences and severity of injury.

*ITEM 3.2 TENDER - MURRUMBA DOWNS - BRAYS ROAD / MCCLINTOCK DRIVE - INTERSECTIONS AND ROAD UPGRADE - A20313523 (Cont.)*

3.10 Human Rights Implications  Nil identified

3.11 Consultation / Communication

A detailed communication management plan has been prepared for this project. Communication strategies include project notices issued four weeks prior to the commencement of works, project signs displayed on site four weeks prior to construction, variable message boards (VMS Boards) deployed on site two weeks prior to construction and continuing for the duration of the project. Construction updates for affected residents to be provided two days in advance of relevant works commencing. Weekly e-mail updates to the Divisional Councillor, and twice weekly project updates on the Council website. The Divisional Councillor has been consulted and is supportive of the project.

**SUPPORTING INFORMATION**

**Ref: [A20266582](#)**

The following list of supporting information is provided for:

**ITEM 3.2**

**TENDER - MURRUMBA DOWNS - BRAYS ROAD / MCCLINTOCK DRIVE - INTERSECTIONS AND ROAD UPGRADE**

***Confidential #1 Tender Evaluation***

**ITEM 3.3**

**TENDER - DAKABIN - DAKABIN WASTE FACILITY - TRANSFER STATION DEVELOPMENT 2**

*Meeting / Session:* 3 ENGINEERING, CONSTRUCTION & MAINTENANCE  
*Reference:* A20319199 : 24 July 2020 - Refer **Confidential Supporting Information A20294436**  
*Responsible Officer:* BB, Manager Project Management (ECM Project Management)

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**Executive Summary**

Tenders were invited for the 'Dakabin - Dakabin Waste Facility - Transfer Station Development 2 (MBRC009952)' project. The tender closed on 14 July 2020 with a total of 10 tenders received, of which 7 were conforming.

It is recommended that Council award the contract to AllenCon Pty Ltd for the sum of \$996,567 (excluding GST) as this tender was evaluated as representing the best overall value to Council.

**OFFICER'S RECOMMENDATION**

1. That the tender for 'Dakabin - Dakabin Waste Facility - Transfer Station Development 2 (MBRC009952)' be awarded to AllenCon Pty Ltd for the sum of \$996,567 (excluding GST).
2. That the Council enters into an agreement with AllenCon Pty Ltd as described in this report.
3. 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 AllenCon Pty Ltd for 'Dakabin - Dakabin Waste Facility - Transfer Station Development 2 (MBRC009952)' and any required variations of the agreement on Council's behalf.
4. To allow this project to continue, Council commits in the reprovision of 2019/20 Capital Projects Program funds of \$1,200,000 (excluding GST) into the 2020/21 Capital Projects Program towards the 'Dakabin - Dakabin Waste Facility - Transfer Station Development 2 (MBRC009952)' project.

ITEM 3.3 TENDER - DAKABIN - DAKABIN WASTE FACILITY - TRANSFER STATION DEVELOPMENT 2 - A20319199 (Cont.)

**REPORT DETAIL**

**1. Background**

The project is located at 336 Old Gympie Road, Dakabin within the current Dakabin Waste Management Facility. The project scope includes the finalisation of the remaining civil, structural, hydraulic, and electrical works for operational use, which were not undertaken as part of stage 1 of the Dakabin Waste Transfer Station project.

It is proposed that the works will commence in August / September 2020 and take 15 weeks including an allowance for wet weather



Figure 1: Locality Plan - Site

**2. Explanation of Item**

Tenders for project 'Dakabin - Dakabin Waste Facility - Transfer Station Development 2 (MBRC009952)' project closed on 14 July 2020 with a total of 10 tenders received, of which 7 were conforming. The tenders were assessed by the assessment panel in accordance with Council's Purchasing Policy and the selection criteria as set out in the tender documents. All tenderers and their evaluation scores are tabled below (ranked from highest to lowest):

RANK	TENDERER	EVALUATION SCORE (PRE-LOCAL PREFERENCE)	EVALUATION SCORE (POST LOCAL PREFERENCE)
1	AllenCon Pty Ltd	99.86	111.11
2	N F CORBETT PTY.LTD.	92.34	107.34
3	LEAF Building Group Pty. Ltd.	97.14	104.64
4	LEAF Building Group Pty. Ltd. (Alternative)	96.09	103.59
5	Hanlon Industries Pty Ltd	95.57	99.32
6	Warrell Constructions Pty Ltd	92.32	92.32
7	PENTACON PTY LTD	91.12	91.12
8	N F CORBETT PTY.LTD. (Alternative)	Non-conforming	Non-conforming
9	Precast Civil Industries Pty Ltd	Non-conforming	Non-conforming
10	Superior Kerb & Concreting Pty Ltd	Non-conforming	Non-conforming

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*ITEM 3.3 TENDER - DAKABIN - DAKABIN WASTE FACILITY - TRANSFER STATION DEVELOPMENT 2 - A20319199 (Cont.)*

**AllenCon Pty Ltd ('AC')** - submitted a comprehensive tender and demonstrated their methodology and experience on projects of a similar scale and complexity. AC has undertaken the construction of similar projects for various clients, including for Moreton Bay Regional Council (MBRC) - Pumicestone Road Construction, which included bulk earthworks, extensive pavement repair and construction, sewer works, hydraulic works, stormwater works, concrete works and line marking valued at \$4,500,00. For Port of Brisbane - Pinkenba Terminal Upgrade, which included heavy duty pavements, asphalt, drainage, lighting, water, power reticulation valued at \$1,000,000; Curlew Street Extension, which included pavements, drainage, water treatment, electrical, communications, lighting, water and landscaping valued at \$2,100,000; and Lucinda/ Peregrine Drive Link, which included bulk earthworks, trunk mains, customised gully pits, kerb and channel, concrete works, pavement works, asphalt works and line marking valued at \$4,500,000.

It is recommended by the evaluation panel this project be awarded to AllenCon Pty Ltd as this offer represents the best value to Council.

**NF Corbett Pty Ltd ('NFC')** - submitted a comprehensive tender and demonstrated their methodology and experience on projects of varying scale; however, there were no additional benefits for the higher price.

**LEAF Building Group Pty. Ltd. ('LEAF')** - submitted a comprehensive tender and provided their methodology and experience on projects of varying scale; Leaf Building Group's submission was the lowest tender however the evaluation panel considered their experience on similar projects lower than the preferred contractor.

The non-conforming tenders did not provide the mandatory tender documentation.

### **3. Strategic Implications**

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

Due to the value of the work being greater than \$200,000, a competitive open tender process was undertaken. The tender was called in accordance with the *Local Government Act 2009*.

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

This project is consistent with the Corporate Plan outcome - Valuing Lifestyle: Healthy natural environment - a clean and healthy environment.

#### **3.3 Policy Implications**

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

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

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

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

Financial Risks:

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

Construction Risks:

- a. The recommended tenderer will provide a program of works, staging plans, traffic management plans, safety management plan, environmental management plan, tree management plan, and quality management documentation as part of the contract to detail how they will plan, establish and manage project construction risks which will be reviewed and audited by Project Management.

*ITEM 3.3 TENDER - DAKABIN - DAKABIN WASTE FACILITY - TRANSFER STATION DEVELOPMENT 2 - A20319199 (Cont.)*

- b. Construction works will be undertaken during opening hours of the waste management facility. The works site will be isolated from the operational area of the facility to maximise efficiency and to prevent points of conflict with users of the broader waste facility.
- c. Dilapidation, and fauna surveys will be conducted prior to works commencing to record the existing condition of the site and after construction to record any changes.
- d. There are no development approval risks relating to this contract.
- e. The procurement risks relating to this project are considered low as there is sufficient lead time for the recommended tenderer to procure the relevant construction materials while working on other elements of the construction.
- f. At the tender clarification meeting, the recommended tenderer did not foresee any currently known covid19 related risks to be a problem for the supply of materials or goods and services for the project.

**3.5 Delegated Authority Implications**

Under delegation Council-163, the CEO has the power to enter into contracts up to and including the amount of one percent (1%) of Council's net rate and utility charges as stated in Council's audited financial statements included in Council's most recently adopted annual report - estimated \$3.1M during the March 2020 caretaker period; providing the expenditure under the contract has been provided for in Council's annual budget.

The cost of this project requires a budgetary allocation change and is therefore reported to Council for consideration.

**3.6 Financial Implications**

Council will need to re-provide \$1,200,000 from 19-20 FY Capital Projects Program to the 20-21 FY Capital Projects Program for this project. All financial information below is excluding GST.

Design 2019/20	\$ 49,012.49
Construction Tender (this contract)	\$ 996,567.00
Contingency (15%)	\$ 149,485.05
QLeave (0.475)	\$ 4,733.69
	-----
Total Project Cost	\$ 1,199,798.23
	=====
Estimated ongoing operational/maintenance costs	\$ 83,600.00 per F/Y

The budget amount for this Project is sufficient.

**3.7 Economic Benefit Implications**

The facility will ensure that council continues to responsibly manage the removal and recycling of relevant waste items within the community.

**3.8 Environmental Implications**

The recommended tenderer submitted a Construction Environmental Management Plan as part of the tender submission. The plan details the management of onsite environmental matter affecting the project during construction. All management plans will be reviewed by Waste Services to align with current environmental approval for the site and monitored by project management.

*ITEM 3.3 TENDER - DAKABIN - DAKABIN WASTE FACILITY - TRANSFER STATION DEVELOPMENT 2 - A20319199 (Cont.)*

3.9 Social Implications

Once completed, the new transfer station will be substantially larger and accommodate larger numbers of customers. It is expected that the facility will reduce wait times and queues. The site has added safety feature excluding bin management from public interaction due to a dedicated lower service area at the sawtooth are of the facility.

3.10 Human Rights Implications  Nil identified

3.11 Consultation / Communication

A detailed communication management plan has been prepared for this project which will include consultation with Waste Services staff. The work site will isolate interaction with the public. Several project signs will be erected at visible locations that advise the public of the works 4 weeks prior to construction. The Divisional Councillor will be provided with weekly email updates and the project will be progressively updated once weekly on the Council website. The Divisional Councillor has been consulted and is supportive of the project.

**SUPPORTING INFORMATION**

**Ref: [A20294436](#)**

The following list of supporting information is provided for:

**ITEM 3.3**

**TENDER - DAKABIN - DAKABIN WASTE FACILITY - TRANSFER STATION DEVELOPMENT 2**

***Confidential #1 Tender Evaluation***

**ITEM 3.4**

**TENDER - MORAYFIELD - OAKEY FLAT ROAD, (ASHBROOK TO LAKEVIEW) - ROAD AND INTERSECTION UPGRADE**

*Meeting / Session:* 3 ENGINEERING, CONSTRUCTION & MAINTENANCE  
*Reference:* A20318188 : 5 August 2020 - Refer **Confidential Supporting Information A20255812**  
*Responsible Officer:* BB, Manager Project Management (ECM Project Management)

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**Executive Summary**

Tenders were invited for the 'Morayfield - Oakey Flat Road, (Ashbrook to Lakeview) - Road and Intersection Upgrade (MBRC009897)' project. The tender closed on 8 July 2020 with a total of sixteen conforming submissions, one non-conforming submission and one withdrawn tender submission received.

It is recommended that Council award the contract to Hazell Bros (QLD) Pty Ltd for the sum of \$6,792,663.58 (excl. GST) as this tender was evaluated as representing the best overall value to Council.

**OFFICER'S RECOMMENDATION**

1. That the tender for the 'Morayfield - Oakey Flat Road, (Ashbrook to Lakeview) - Road and Intersection Upgrade (MBRC009897)' project be awarded to Hazell Bros (QLD) Pty Ltd for the sum of \$6,792,663.58 (excluding GST).
2. That the Council enters into an agreement with Hazell Bros (QLD) Pty Ltd as described in this report.
3. 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 Hazell Bros (QLD) Pty Ltd for 'Morayfield - Oakey Flat Road, (Ashbrook to Lakeview) - Road and Intersection Upgrade (MBRC009897)' project and any required variations of the agreement on Council's behalf.
4. That the allocation of \$2,500,000 for the project in the 2021-22 financial year be reduced by \$1,500,000 to \$1,000,000 to complete the project.

**ITEM 3.4 TENDER - MORAYFIELD - OAKEY FLAT ROAD, (ASHBROOK TO LAKEVIEW) - ROAD AND INTERSECTION UPGRADE - A20318188 (Cont.)**

**REPORT DETAIL**

**1. Background**

The project is located on Oakey Flat Road, between Ashbrook Drive and south of Lakeview Road, Morayfield (Division 12). The project scope includes road widening and duplication of Oakey Flat Road, landscaped median on each intersection approach, improvements at intersections along the Oakey Flat Road corridor, as well as, drainage improvements and pathways and bike-lanes to both sides of Oakey Flat Road and provision of facilities to cater for future public transport needs.

Offset planting of approximately 258 trees is also included within this project scope.

The objective of this project is to improve safety for all road users, improve road capacity to cater for expected traffic growth, improve travel times, reduce congestion, improve safety for access to properties along the road corridor and improve facilities for pedestrians, cyclists and public transport patrons.

Project works are expected to commence in mid-September 2020 and take approximately 27 weeks to complete, including an allowance of 3 weeks (15 days) for wet weather.



**Figure 1 - Project Locality Plan**

**2. Explanation of Item**

Tenders for the 'Morayfield - Oakey Flat Road, (Ashbrook to Lakeview) - Road and Intersection Upgrade (MBRC009897)' project closed on 8 July 2020 with a total of sixteen conforming submissions, one non-conforming submission and one withdrawn tender submission received. The tenders were assessed by the assessment panel in accordance with Council's Purchasing Policy and the selection criteria set out in the tender documents.

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

RANK	TENDERER	EVALUATION SCORE
1	Hazell Bros (QLD) Pty Ltd	94.34
2	ALLROADS PTY LTD	93.58
3	BMD Constructions Pty Ltd	92.42
4	ALDER CONSTRUCTIONS PTY LTD	92.06

## Moreton Bay Regional Council

GENERAL MEETING - 514  
19 August 2020

PAGE 43  
Agenda

*ITEM 3.4 TENDER - MORAYFIELD - OAKEY FLAT ROAD, (ASHBROOK TO LAKEVIEW) - ROAD AND INTERSECTION UPGRADE - A20318188 (Cont.)*

RANK	TENDERER	EVALUATION SCORE
5	Ryan Civil Contracting Pty Ltd	91.20
6	BULL PTY LTD	89.72
7	G&H Plant Hire Pty Ltd (trading as Civil Contractors)	88.51
8	Hall Contracting Pty Ltd	88.44
9	BELLWETHER CONTRACTORS PTY LTD	87.14
10	HEH Civil Pty Ltd	86.98
11	CIVIL CONTRACTORS (AUST) PTY LTD T/A CCA WINSLOW	84.41
12	Civlec Pty Ltd (trading as GRC Civil)	81.48
13	PENTACON PTY LTD	78.93
14	CTE Projects Pty Ltd	76.12
15	Brown Contractors	75.49
16	Koppens Developments Pty Ltd	71.45
17	Superior Kerb & Concreting Pty Ltd	Non-conforming
18	CES Civil SEQ Pty Ltd	Tender Withdrawn

**Hazell Bros (QLD) Pty Ltd ('HB')** - submitted a comprehensive and well presented tender. A clarification meeting was held on 21 July 2020 at which HB demonstrated their understanding of the project, construction methodology, service relocations, environmental and safety management. HB presented a staged program with multiple crews working in parallel to deliver a relatively short project duration. HB have completed similar projects for Moreton Bay Regional Council (MBRC), including Old North Road, Warner (\$9.9m), Dohles Rocks Road, Murrumba Downs (\$4.1m) and Paper Avenue, Petrie as part of the Petrie Mill Redevelopment Stage 1A (\$6.9m). Other non MBRC projects include Bruce Highway, Fleming Road to Fishermans Pocket No 1 Road, Gympie (\$17.05m for TMR).

HB's submission was the lowest priced and highest scoring tender submission. The evaluation panel recommends that the offer from HB represents the best value to Council.

**ALLROADS PTY LTD ('AR')** - submitted a comprehensive and well-presented tender. A clarification meeting was held on 21 July 2020 where AR demonstrated their capability to undertake the project, however there was no additional benefits for the higher price.

**BMD Constructions Pty Ltd ('BMD')** - submitted a comprehensive and well-presented tender, however there was no additional benefits for the higher price.

The non-conforming tender did not provide the mandatory tender documentation.

The withdrawn tender submission was withdrawn at the request of the tenderer.

The local preference policy does not apply to this tender as the tender was advertised prior to the council local preference policy being adopted.

ITEM 3.4 TENDER - MORAYFIELD - OAKLEY FLAT ROAD, (ASHBROOK TO LAKEVIEW) - ROAD AND INTERSECTION UPGRADE - A20318188 (Cont.)

**3. Strategic Implications**

**3.1 Legislative / Legal Implications**

Due to the value of the work being greater than \$200,000, a competitive open tender process was undertaken via the LG Tender system. The tender was called in accordance with the *Local Government Act 2009*.

**3.2 Corporate Plan / Operational Plan**

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

**3.3 Policy Implications**

This project has been 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.

The Local Preference Policy does not apply as the tender was advertised on 22 May 2020 with the local preference policy commencing on 01 June 2020.

**3.4 Risk Management Implications**

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

Financial Risks:

- h. A third-party review of financial status has been carried out and Hazell Bros (QLD) Pty Ltd was rated '*strong*'.

Construction Risks:

- a. The recommended tenderer will provide a program of works, staging plans, traffic management plans, safety management plan, environmental management plan, tree management plan, and quality management documentation as part of the contract to detail how they will plan, establish and manage project construction risks which will be reviewed and audited by Project Management.
- b. The project will be completed in stages with two traffic lanes (one each way) to be provided on Oakley Flat Road for the duration of the works.
- c. Dilapidation inspections will be conducted prior to works commencing to record the existing condition of assets and again after construction to record any change.
- d. There are no development approval risks relating to this contract.
- e. The procurement risks relating to this project are considered low as there is enough lead time for the recommended tenderer to procure the relevant construction materials.
- f. COVID-19: The recommended tenderer does not foresee any current COVID-19 supply chain related risk to materials supply at this time. Risk to site personnel is addressed in Hazell Bros (QLD) Pty Ltd's COVID-19 Response and Management Plan.

**3.5 Delegated Authority Implications**

Under delegation Council-163, the CEO has the power to enter into contracts up to and including the amount of one percent (1%) of Council's net rate and utility charges as stated in Council's audited financial statements included in Council's most recently adopted annual report - estimated \$3.1M during the March 2020 caretaker period; providing the expenditure under the contract has been provided for in Council's annual budget.

The cost of this project exceeds the delegated limit and also requires a budgetary allocation change and is therefore reported to Council for consideration.

*ITEM 3.4 TENDER - MORAYFIELD - OAKEY FLAT ROAD, (ASHBROOK TO LAKEVIEW) - ROAD AND INTERSECTION UPGRADE - A20318188 (Cont.)*

**3.6 Financial Implications**

Council has allocated a total of \$11,720,000 in the Capital Projects Program for this project. \$220,000 in the 18-19 FY for design, \$500,000 in the 19-20 FY for service relocations; \$8,500,000 in the 20-21 FY and a further \$2,500,000 in the 21-22 FY for construction. All financial information below is excluding GST.

Design (Internal) 2017/18	\$ 24,077.14
Design (External) 2018/19	\$ 256,262.68
Relocations 2019/20	\$ 159,996.77
Adjusted Tender Price (Construction)	\$ 6,792,663.58
Contingency (15%)	\$ 1,018,899.54
QLeave (0.475%)	\$ 32,265.15
Unitywater Relocations	\$ 102,000.00
Energex Relocations	\$ 516,646.36
Telstra Relocations	\$ 146,000.00
NBN Relocations	\$ 150,000.00
	-----
<b>Total Project Cost</b>	<b>\$ 9,198,811.22</b>
	=====

Estimated ongoing operational/maintenance costs \$ 36,072.00 per F/Y.

The budget amount for this project is sufficient. The allocation of \$2,500,000 in the 2021-22 Capital Projects budget be reduced by \$1,500,000 to \$1,000,000 to complete the project.

**3.7 Economic Benefit Implications**

The project will provide improved road pavement surface and structure resulting in less maintenance and other lifecycle costs to Council. For the community, the road upgrade will reduce the likelihood of crash occurrences due to improved sightlines for approach and departures, and improved delineation and traffic separation.

**3.8 Environmental Implications**

The recommended tenderer submitted a Construction Environmental Management Plan as part of the tender submission. The plan details the management of onsite environmental matters affecting the project during construction.

**3.9 Social Implications**

The upgrade project will provide an improved surface with increased turn lanes to reduce traffic delays. No night time works are currently proposed. Once operating, the upgrade will introduce new benefits to the local community, not least being safer intersections and improved pedestrian and cycling facilities.

**3.10 Human Rights Implications  Nil identified**

**3.11 Consultation / Communication**

A detailed communication management plan has been prepared for this project. Communication strategies include project notices issued four weeks prior to the commencement of works, project signs displayed on site four weeks prior to construction, variable message boards (VMS Boards) deployed on site two weeks prior to construction and continuing for the duration of the project. Construction updates for affected residents to be provided two days in advance of relevant works commencing. Weekly e-mail updates to the Divisional Councillor, and twice weekly project updates on the Council website. The Divisional Councillor has been consulted and is supportive of the project.

**SUPPORTING INFORMATION**

**Ref: [A20255812](#)**

The following list of supporting information is provided for:

**ITEM 3.4**

**TENDER - MORAYFIELD - OAKEY FLAT ROAD, (ASHBROOK TO LAKEVIEW) - ROAD AND INTERSECTION UPGRADE**

***Confidential #1 Tender Evaluation***

**ITEM 3.5**  
**LIGHT VEHICLE FLEET TENDER SUPPLY ISSUES**

*Meeting / Session:* 3 ENGINEERING, CONSTRUCTION & MAINTENANCE  
*Reference:* A20386632 : 12 August 2020 - Refer **Confidential Supporting Information**  
**A20388209**  
*Responsible Officer:* RM, Manager Asset Maintenance (ECM Asset Maintenance)

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**Executive Summary**

On 24 June 2020, Council resolved to award contracts for the supply and delivery of light commercial and passenger vehicles as part of tender 'Supply and Delivery of Sixty-Five x Light Commercial and Passenger Vehicles (MBRC009721). The relevant tender comprised of eight separable portions, with each portion based on vehicle configuration and type.

Grand Prix Investments Pty Ltd was awarded two of these separable portions:

- Separable Portion 4 for the supply of five x Mazda BT50 4x4 single cab automatic utilities; and
- Separable Portion 5 for the supply of five x Mazda BT50 4x4 extra cab automatic utilities

On 27 July 2020, Grand Prix Investments Pty Ltd advised that due to production cuts caused by COVID-19, the vehicles that they offered to provide to Council (Utility Vehicles) are no longer available and they wish to withdraw their offer.

Council received very few conforming tenders for these separable portions when they were originally subjected to an open tender process. Officers have confirmed that only one previous tenderer for these separable portions now has the stock available to fulfil Council's requirements (A.P. Ford Pty Ltd (trading as Torque Ford, North Lakes) (Torque Ford)). On that basis, officers do not consider that it would be time or cost efficient to conduct a second open tender process to select a new preferred tenderer.

Torque Ford has confirmed that it can supply and deliver the relevant vehicles within Council's required timeframes and it is willing to honour its previously quoted tender amounts.

Officers propose that Council adopt a tender consideration plan (TCP) which will enable the two relevant separable portions to be, in effect, "re-awarded" (without a second open tender process) to Torque Ford to avoid any delays to the light fleet replacement program.

**OFFICER'S RECOMMENDATION**

1. That Council accepts that Grand Prix Investments Pty Ltd is no longer willing to be bound to contract MBRC009721 to supply the Utility Vehicles and is willing to mutually terminate the contract with Grand Prix Investments Pty Ltd on that basis.
2. That Council decides to prepare a Tender Consideration Plan for the supply and delivery of the Utility Vehicles.
3. That the Tender Consideration Plan be adopted, as tabled.
4. That the Chief Executive Officer be authorised to negotiate, make, amend, sign and discharge a contract in accordance with the Tender Consideration Plan as tabled, on Council's behalf.

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*ITEM 3.5 LIGHT VEHICLE FLEET TENDER SUPPLY ISSUES - A20386632 (Cont.)*

## **REPORT DETAIL**

### **1. Background**

Council owns and operates a fleet of fit-for-purpose, light commercial and passenger vehicles, enabling effective and efficient service delivery to the community.

On 24 June 2020, Council resolved to award contracts for the supply and delivery of light commercial and passenger vehicles (minute page 20/1184-1185). The relevant tender comprised of eight separable portions, with each portion based on vehicle configuration and type. Offers in response to this request for tender were submitted in April 2020. Grand Prix Investments Pty Ltd (Grand Prix) was awarded two of these separable portions.

Separable Portion 5 was awarded to Grand Prix for the supply of five x Mazda BT50 4x4 extra cab automatic utilities for the total sum of \$239,035.22 (excluding GST). Torque Ford also submitted a tender for this separable portion. Torque Ford offered to supply five x Ford Ranger 4x4 extra cab utilities for \$240,500.09.

The relevant Tender Evaluation Panel previously noted that the Ford Ranger vehicle offers greater safety technology including emergency brake assist, lane departure warning, pedestrian detection and adaptive cruise control. However, while the Ford Ranger offers advanced features, the offer from Torque Ford was marginally higher in price than the offer from Grand Prix and it was not recommended to Council as the preferred option first-time round.

Separable Portion 4 was also awarded to Grand Prix for the supply of five x Mazda BT50 4x4 single cab automatic utilities for the total sum of \$255,529.06 (excluding GST). Torque Ford also submitted a tender for this separable portion. Torque Ford offered to supply five x Ford Ranger 4x4 single cab utilities for \$294,673.37.

The relevant Tender Evaluation Panel has noted that the Ford Ranger vehicle is suitable, fit-for-purpose and meets all specifications outlined in Council's tender documentation. The Ford Ranger also offers the largest payload capacity in this category of tendered vehicles. However, the offered price from Torque Ford was higher than that of Grand Prix and it was not recommended to Council as the preferred option first-time round.

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

Following the outcome of the recent tender process, officers planned to issue purchase orders to Grand Prix for the supply and delivery of the utility vehicles. However, prior to those purchase orders being issued, Grand Prix put Council on notice that it would not be able to fulfil its order due to the impacts of COVID-19 on their supply / stock levels.

Accordingly, officers wish to issue a purchase order to a suitable alternative contractor (i.e. Torque Ford) for the supply and delivery of the utility vehicles despite that alternative supplier not being selected by Council as its preferred supplier in the first instance.

Officers consider that Council has 2 broad options available to it to procure the utility vehicles from an alternative supplier. Namely:

1. Council could instigate a new tender process for the supply of the vehicles and hope that Torque Ford, or a more suitable alternative supplier, submits a conforming tender (**New Tender Option**);  
or
2. Council could prepare and adopt a tender consideration plan under which it can engage with Torque Ford (**TCP Option**).

Note that officers do not consider that the previous tender process can simply be, in effect, "re-opened" (in other words, that previous tender process cannot be re-visited as if Grand Prix was never awarded the separable portions). That previous tender process is complete, and Council selected the most advantageous tender available to it as part of that process. It follows that a new process is required.

*ITEM 3.5 LIGHT VEHICLE FLEET TENDER SUPPLY ISSUES - A20386632 (Cont.)*

**The New Tender Option**

The New Tender Option could result in other (perhaps better) tenders being received by Council in respect of the project, but this is by no means guaranteed. During the previous tender process, Council only received two conforming offers from suppliers for one separable portion (Grand Prix and Torque Ford) and three conforming offers for the other separable portion. Two of these three suppliers have confirmed to Council in writing that they are having stock / supply issues and cannot guarantee that they will be able to provide the relevant vehicles to Council. Only Torque Ford has confirmed that it has available stock that can be expected to be delivered within Council's specified timeframes.

This option will impact on program timing. A new tender process can be expected to take 3-4 months which will delay Council's budgeted light fleet replacement program. During this period Council will incur the cost of additional vehicle hire associated with new staff engaged during the course of 2019-20 and 2020-21. The cost of this vehicle hire is estimated to be approximately \$35,000.

**The TCP Option**

The TCP Option would involve the Contract being, in effect, "re-awarded" to a contractor who was previously unsuccessful in securing the separable portions.

Officer's recommend that the separable portions be awarded to Torque Ford. Torque Ford's previous offer conformed to Council's specifications and was positively assessed by the relevant Tender Evaluation Panel. Torque Ford was originally awarded four of the eight separable portions.

Whilst the TCP Option may be a less open means of awarding the Contract (as compared to the New Tender Option) there is a far greater chance of the program being completed sooner than would otherwise be the case if the New Tender Option was pursued. Also, the original separable portions were made subject to an open market tender process, and therefore opportunity has already been provided for relevant suppliers to express their interest via the formal tender process.

**3. Strategic Implications**

**3.1 Legislative / Legal Implications**

The Tender Consideration Plan has been prepared in accordance with section 230 of the *Local Government Regulation 2012* (Qld) (Regulation).

This section allows Council to depart from the ordinary request for tender process based upon market considerations or considerations relevant to the supply relationship. The exemption can only be invoked by Council resolution.

**3.2 Corporate Plan / Operational Plan**

This project is consistent with the Corporate Plan outcome - Strengthening Communities: Strong local governance - strong leadership and governance.

**3.3 Policy Implications**

Council's Procurement Policy recognises that an exception under division 3, part 3, chapter 6 of the Regulation (which includes the preparation and adoption of TCPs) is a valid alternative to conducting an open tender process prior to entering into a large-sized contractual arrangement.

**3.4 Risk Management Implications**

The risk associated with this procurement has been assessed and the following issues identified. The way the possible impact of these risks is minimised is detailed below:

*ITEM 3.5 LIGHT VEHICLE FLEET TENDER SUPPLY ISSUES - A20386632 (Cont.)*

*Supply Risk* - the proposed contractor has been asked to confirm in writing that it will be able to fulfil Council's order requirements despite any supply issues caused by the impacts of COVID-19.

*Contractual Default Risk* - the supply and delivery of the Utility Vehicles will be managed by a Council officer familiar with Council's specifications for those vehicles and compliance with those specifications will be monitored and enforced where necessary.

3.5 Delegated Authority Implications

Pursuant to recommendation 3, it is recommended that Council's Chief Executive Officer be delegated authority to execute a contract in accordance with the tender consideration plan.

3.6 Financial Implications

If the Utility Vehicles (both separable portions) are procured from Torque Ford, the cost will be \$535,173.46 (excl. GST), or an additional cost of \$40,609.18 over that of Grand Prix's originally accepted price. The cost of hire of additional vehicles of \$35,000 needs to be considered should the New Tender Option proceed.

<b>Original accepted Tender Price</b> - SP4 and 5 (Grand Prix)	\$ 494,564.28
<b>Proposed Tender Price</b> - SP4 and 5 (Torque Ford)	\$ 535,173.46
<i>less</i> estimated cost of vehicle hire	\$ 35,000.00
Additional cost	\$ 5,609.18

The cost of \$535,173.46 is within the budget allocation of Council's Light Vehicle Fleet Program allocation. The cost will be debited to project number 102179.

3.7 Economic Benefit Implications

The procurement of the utility vehicles will mean that Council's existing light fleet will be able to be replaced closer to its optimum replacement period of 6 years / 120,000kms for utilities/commercial vans and 4 years / 100,000kms for passenger vehicles.

3.8 Environmental Implications  Nil identified

3.9 Social Implications  Nil identified

3.10 Human Rights Implications  Nil identified

3.11 Consultation / Communication

Consultation for the delivery of this program has been undertaken with relevant officers, stakeholders, department managers and the procurement section of Council.

**SUPPORTING INFORMATION**

**Ref: A20388209**

The following list of supporting information is provided for:

**ITEM 3.5  
LIGHT VEHICLE FLEET TENDER SUPPLY ISSUES**

***Confidential #1 Tender Consideration Plan: Light Vehicle Tender Supply***

**4 PLANNING SESSION**

**(Cr D Grimwade)**

Declarations of interest statement

Portfolio Councillor to inform Council of any personal interests for items in this session, then ask other Councillors if they have any personal interests that will be declared for respective items in the session.

**ITEM 4.1**

**DA/34759/2017/VCHG/2 - REQUEST TO CHANGE (OTHER) - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (6 DWELLINGS), LOCATED AT 28 WOODCLIFFE CRESCENT, WOODY POINT - DIVISION 6**

**APPLICANT: ROCKBUILD DEVELOPMENTS PTY. LTD. C/- RYALL SMYTH ARCHITECTS PTY. LTD.**

**OWNERS: RAYCON (NSW) PTY LTD, NEUTRON STAR PTY LTD AND EYE BUILD GROUP PTY LTD**

Meeting / Session: 4 PLANNING  
Reference: A20309980 : 22 July 2020 – Refer Supporting Information A20310007, A20338369 & A20338516  
Responsible Officer: CA, Senior Planner (PL Development Services)

**Executive Summary**

<b>APPLICATION DETAILS</b>	
<b>Applicant:</b>	Rockbuild Developments Pty. Ltd. C/- Ryall Smyth Architects Pty. Ltd.
<b>Lodgement Date:</b>	25 March 2020
<b>Properly Made Date:</b>	3 April 2020
<b>Confirmation Notice Date:</b>	8 April 2020
<b>Information Request Date:</b>	23 April 2020
<b>Info Response Received Date:</b>	27 May 2020
<b>Public Notification Dates:</b>	16 June 2020 to 7 July 2020
<b>No. of Submissions:</b>	Properly Made: 27 Not Properly Made: 0
<b>Decision Due Date:</b>	28 August 2020
<b>Prelodgement Meeting Held:</b>	No

<b>PROPERTY DETAILS</b>	
<b>Division:</b>	Division 6
<b>Property Address:</b>	28 Woodcliffe Crescent, Woody Point
<b>RP Description</b>	Lot 1 RP177572
<b>Land Area:</b>	822m <sup>2</sup>
<b>Property Owner</b>	Raycon (NSW) Pty Ltd, Neutron Star Pty Ltd and Eye Build Group Pty Ltd

<b>STATUTORY DETAILS</b>	
<b>Planning Legislation:</b>	Planning Act 2016
<b>Planning Scheme:</b>	The existing development approval was assessed against the now historic Redcliffe City Planning Scheme.

*ITEM 4.1 DA/34759/2017/VCHG/2 - REQUEST TO CHANGE (OTHER) - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (6 DWELLINGS), LOCATED AT 28 WOODCLIFFE CRESCENT, WOODY POINT - DIVISION 6 - A20309980 (Cont.)*

	This change (Other) application has been assessed against the MBRC Planning Scheme limited to the extent of the proposed changes only.
<b>Planning Locality / Zone</b>	General Residential Zone - Urban Neighbourhood Precinct
<b>Level of Assessment:</b>	Impact and Consistent

The Applicant has submitted a Change (Other) Application to an existing Development Permit for a Material Change of Use for Multiple Dwelling (6 dwellings) at 28 Woodcliffe Crescent, Woody Point, formally described as Lot 1 RP177572.

The changes proposed to the existing approval consist of the following:

1. Increase in height from 21m to 22.5m when measured from natural ground level to top of roof. The overall height of the development is 23.47m when measured from natural ground level to the top of the lift overrun.
2. Revised driveway design, reducing the crossover width from 9m to 6m.
3. Provision of car park storage areas, resulting in a slight increase of the development footprint.
4. Inclusion of planter boxes on level two (2) along the southern side of the building.
5. Minor changes to the roof design and architectural features of the building.

The requested changes do not otherwise alter the number of storeys, dwellings or number of car parking spaces of the approved development, with all other aspects of the development to remain unchanged.

Although the changes proposed might seem minor in nature, as the request was to increase the height of the building above 21m (being the height nominated on Council's MBRC Planning Scheme Overlay Map - Building Height) that was originally complying, the proposal was determined by Council officers not to be a minor change but instead a change (Other). As a result, the request was required to follow the original process of being Impact Assessable, with the assessment limited to the changes proposed.

The application was publicly advertised with 27 submissions received in comparison to the proposal when originally applied for only receiving 4 submissions. The proposed changes to the development approval are reasonable and consistent with the intent of the MBRC Planning Scheme and are therefore recommended to be approved subject to conditions.

This report is being presented to the Council for decision as the proposal received submissions, with the development application to be determined by the Council instead of under Council officer delegation. Therefore, Council is now the authorised entity to decide the development application.

A Council briefing was conducted on 12 August 2020 to enable further explanation/clarification to be provided to the Council on the matter. In line with Council's decision-making framework, an extract from the minutes of the briefing, is provided below:

**The CEO noted the way forward:**

Noted that a report will be brought to next week's General Meeting for consideration to adopt.

## Moreton Bay Regional Council

*ITEM 4.1 DA/34759/2017/VCHG/2 - REQUEST TO CHANGE (OTHER) - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (6 DWELLINGS), LOCATED AT 28 WOODCLIFFE CRESCENT, WOODY POINT - DIVISION 6 - A20309980 (Cont.)*

### OFFICER'S RECOMMENDATION

- A. That Council, in accordance with the *Planning Act 2016*, approves the Request to Change (Other) to the Development Permit for a Material Change of Use - Multiple Dwelling (6 dwellings) at 28 Woodcliffe Crescent, Woody Point, described as Lot 1 RP177572, subject to the following plans/documents and conditions that remain largely consistent with and the same as the current conditions attached to the development approval (updated where necessary to reflect the changed proposal or updated Council standards):

<b>Approved Plans and Documents</b>			
<b>Plan / Document Name</b>	<b>Reference Number</b>	<b>Prepared By</b>	<b>Dated</b>
Site Plan	Job No. 2122 Drawing No. WD-001 Rev. D	Ryall Smyth	12/05/2020
Level 1 Floor Plan	Job No. 2122 Drawing No. WD-100 Rev. D	Ryall Smyth	12/05/2020
Level 2 Floor Plan	Job No. 2122 Drawing No. WD-101 Rev. D	Ryall Smyth	12/05/2020
Level 3 Floor Plan	Job No. 2122 Drawing No. WD-102 Rev. D	Ryall Smyth	12/05/2020
Level 4 Floor Plan	Job No. 2122 Drawing No. WD-103 Rev. D	Ryall Smyth	12/05/2020
Level 5 Floor Plan	Job No. 2122 Drawing No. WD-104 Rev. D	Ryall Smyth	12/05/2020
Level 6 Floor Plan	Job No. 2122 Drawing No. WD-105 Rev. D	Ryall Smyth	12/05/2020
Level 7 Floor Plan	Job No. 2122 Drawing No. WD-106 Rev. D	Ryall Smyth	12/05/2020
Roof Plan	Job No. 2122 Drawing No. WD-107 Rev. D	Ryall Smyth	12/05/2020
Elevations	Job No. 2122 Drawing No. WD-300 Rev. D	Ryall Smyth	12/05/2020
Sections	Job No. 2122 Drawing No. WD-400 Rev. D	Ryall Smyth	12/05/2020
3D Illustrations - Sheet 2	Job No. 2122 Drawing No. WD-606 Rev. D	Ryall Smyth	12/05/2020
3D Illustrations - Sheet 3	Job No. 2122 Drawing No. WD-607 Rev. D	Ryall Smyth	12/05/2020

<b>Plans and Documents to be Amended</b>			
<b>Plan / Document Name</b>	<b>Reference Number</b>	<b>Prepared By</b>	<b>Dated</b>
Stormwater Quantity Assessment Report	J5723	Storm Water Consulting Pty Ltd	25/10/2017

ITEM 4.1 DA/34759/2017/VCHG/2 - REQUEST TO CHANGE (OTHER) - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (6 DWELLINGS), LOCATED AT 28 WOODCLIFFE CRESCENT, WOODY POINT - DIVISION 6 - A20309980 (Cont.)

**Conditions**

CONDITION		TIMING
<b>MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT</b>		
<b>DEVELOPMENT PLANNING</b>		
<b>1</b>	<b>Approved Plans and/or Documents</b>	
	Undertake development generally in accordance with the approved plans and/or documents. These plans and/or documents will form part of the approval, unless otherwise amended by conditions of this approval.	Prior to commencement of use and to be maintained at all times.
<b>2</b>	<b>Community Management Statement</b>	
	Ensure that the Community Management Statement for the development reflects the following: <ol style="list-style-type: none"> <li>1. Car parking provisions;</li> <li>2. Landscaping requirements;</li> <li>3. Communal Open Space and Recreation areas;</li> <li>4. Bin storage requirements and collection locations; and</li> <li>5. Stormwater Management requirements.</li> </ol>	Prior to submitting to the Council any request for approval of a plan of subdivision (i.e. a survey plan).
<b>3</b>	<b>Extent of Dwellings</b>	
	Develop the Dwellings on site as follows: <ol style="list-style-type: none"> <li>1. Six (6) Dwellings containing:                             <ol style="list-style-type: none"> <li>(i) 1 x 4 bedroom dwelling;</li> <li>(ii) 5 x 3 bedroom dwellings;</li> </ol> </li> </ol>	Prior to the commencement of use or Council endorsement of any Community Management Statement, whichever occurs first and to be maintained.
<b>4</b>	<b>On-Site Car Spaces</b>	
A	Car parking spaces are to be provided generally in accordance with the approved plans.	Prior to the commencement of use or Council endorsement of any Community Management Statement, whichever occurs first and to be maintained.
B	Provide for the manoeuvring of vehicles on site, generally in accordance with the approved plan. Car parking spaces, access lanes and driveways shown on the approved plan must not be used for any other purpose.	
<b>5</b>	<b>Bicycle Parking Facilities</b>	
	Install secure bicycle parking facilities for a minimum of one (1) bicycle space per dwelling.  Bicycle parking is to be provided in accordance with Austroads (2008), Guide to Traffic management - Part 11: Parking.	Prior to the commencement of use or Council endorsement of any Community Management Statement, whichever occurs first and to be maintained.
<b>6</b>	<b>Electrical Transformer</b>	

ITEM 4.1 DA/34759/2017/VCHG/2 - REQUEST TO CHANGE (OTHER) - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (6 DWELLINGS), LOCATED AT 28 WOODCLIFFE CRESCENT, WOODY POINT - DIVISION 6 - A20309980 (Cont.)

CONDITION		TIMING
	<p>Ensure that where electrical transformers are located in the front setback it is screened so that the transformer is not visible from any road frontage and achieves the following:</p> <ol style="list-style-type: none"> <li>1. A combination of screening device and landscaping;</li> <li>2. The screening device is constructed of durable, weather resistant materials; and</li> <li>3. Is integrated with the design of the development and positively contributes to the streetscape.</li> </ol> <p>Note: The use of barbed wire or metal prongs is not permitted</p>	<p>Prior to the commencement of use or Council endorsement of any Community Management Statement, whichever occurs first and to be maintained.</p>
<b>7</b>	<b>Clothes Drying Facilities</b>	
	<p>Provide external clothes drying facilities that are screened from adjoining properties and the street, or provide an electric clothes dryer within each dwelling.</p>	<p>Prior to the commencement of use or Council endorsement of any Community Management Statement, whichever occurs first and to be maintained.</p>
<b>8</b>	<b>Privacy Screening</b>	
A	<p>Provide privacy screening or alternate treatments where:</p> <ol style="list-style-type: none"> <li>1. Habitable room windows or balconies of above ground floor dwellings directly face another habitable room or balconies on the same site or an adjoining site that are within 9m; and/or</li> <li>2. Habitable room windows or balconies that overlook private recreation areas of other dwellings on the same site or an adjoining site.</li> </ol>	<p>Prior to the commencement of use or Council endorsement of any Community Management Statement, whichever occurs first and to be maintained.</p>
B	<p>Treatments may consist of one or more of the following:</p> <ol style="list-style-type: none"> <li>1. Sill heights at a minimum of 1.5 metres above floor level; or</li> <li>2. Fixed, tinted or opaque glazing in at least any part of the fixed window or balcony balustrading between the floor level of the dwelling or balcony and 1.5m for windows and 1.2m for balconies; or</li> <li>3. Sliding external screens (e.g. louvered panels), of durable weather resistant materials and with a maximum of 50% transparency.</li> </ol>	
<b>9</b>	<b>Materials and Finishes to Driveway and External Car Parking Spaces</b>	
	<p>Construct the driveway and visitor parking spaces of materials and finishes to soften the visual impact of these areas. In order to achieve the above, one or a combination of the following is to be used:</p> <ol style="list-style-type: none"> <li>1. coloured aggregate;</li> <li>2. coloured asphalt;</li> <li>3. brick pavers;</li> <li>4. approved porous surfacing; and/or</li> </ol>	<p>Prior to the commencement of use or Council endorsement of any Community Management Statement, whichever occurs first and to be maintained.</p>

## Moreton Bay Regional Council

GENERAL MEETING - 514  
19 August 2020

PAGE 57  
Agenda

*ITEM 4.1 DA/34759/2017/VCHG/2 - REQUEST TO CHANGE (OTHER) - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (6 DWELLINGS), LOCATED AT 28 WOODCLIFFE CRESCENT, WOODY POINT - DIVISION 6 - A20309980 (Cont.)*

CONDITION		TIMING
	<p>5. banding patterns in the surface design.</p> <p>Notes:</p> <ol style="list-style-type: none"> <li>1. Council may approve other materials and finishes that are compatible with the objectives of this requirement.</li> <li>2. Driveways and parking areas must not be surfaced with the same material, unless different colours, textures or borders are used to differentiate between them.</li> <li>3. The use of a plain concrete finish for the driveways and parking areas is not acceptable.</li> </ol>	
<b>10</b>	<b>Street Numbering and Building Names</b>	
	Install dwelling and street numbering and lockable mail boxes conveniently located at the road frontage of the site. Ensure street numbers and any building names are prominently displayed at the road frontage of the site, to enable identification by emergency services.	Prior to the commencement of use or Council endorsement of any Community Management Statement, whichever occurs first and to be maintained.
<b>11</b>	<b>Internal Fire System</b> <i>Note: This condition (including items A-E) does not apply to buildings that are required by the Building Code of Australia to have a fire hydrant system complying with Australian Standard AS 2419.1 (2005) – Fire Hydrant Installations or other fire fighting facilities which provide equivalent protection.</i>	
A	External fire hydrant facilities are provided on site to the standard prescribed under the relevant parts of Australian Standard AS2419.1 (2005) - Fire Hydrant Installations.	Prior to the commencement of use or Council endorsement of any Community Management Statement, whichever occurs first and to be maintained.
B	<p>A continuous path of travel having the following characteristics is provided between the vehicle access point to the site and each external fire hydrant and hydrant booster point on the land:</p> <ol style="list-style-type: none"> <li>1. An unobstructed width of no less than 3.5m;</li> <li>2. An unobstructed height of no less than 4.8m;</li> <li>3. Constructed to be readily traversed by a 17 tonne HRV fire brigade pumping appliance;</li> <li>4. An area for a fire brigade pumping appliance to stand within 20m of each fire hydrant and 8m of each hydrant booster point.</li> </ol>	Prior to the commencement of use or Council endorsement of any Community Management Statement, whichever occurs first and to be maintained.
C	On-site fire hydrant facilities are maintained in effective operating order in a manner prescribed in Australian Standard AS1851 (2013) - Routine service of fire protection systems and equipment.	At all times.
D	<p>For development that contains on-site fire hydrants external to buildings:</p> <ol style="list-style-type: none"> <li>1. Those external hydrants can be seen from the vehicular entry point to the site; or</li> <li>2. A sign identifying the following is provided at the vehicular entry to the site: <ol style="list-style-type: none"> <li>(i) The overall layout of the development (to scale);</li> <li>(ii) Internal road names (where used);</li> <li>(iii) All communal facilities (where provided);</li> </ol> </li> </ol>	Prior to the commencement of use or Council endorsement of any Community Management Statement, whichever occurs first and to be maintained.

## Moreton Bay Regional Council

GENERAL MEETING - 514  
19 August 2020

PAGE 58  
Agenda

*ITEM 4.1 DA/34759/2017/VCHG/2 - REQUEST TO CHANGE (OTHER) - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (6 DWELLINGS), LOCATED AT 28 WOODCLIFFE CRESCENT, WOODY POINT - DIVISION 6 - A20309980 (Cont.)*

<b>CONDITION</b>		<b>TIMING</b>
	<ul style="list-style-type: none"> <li>(iv) The reception area and on-site manager's office (where provided);</li> <li>(v) External hydrants and hydrant booster points;</li> <li>(vi) Physical constrains within the internal roadway system which would restrict access by fire fighting appliances to external hydrants and hydrant booster points; and</li> <li>(vii) Maintained in effective operating order in a manner prescribed in Australian Standard AS1851 (2013) - Routine service of fire protection systems and equipment.</li> </ul>	
E	For development that contains on-site fire hydrants external to the building, those hydrants are identified by way of marker posts and raised reflective pavement markers in the manner prescribed in the technical note Fire hydrant indication system produced by the Queensland Department of Transport and Main Roads.	
<b>12</b>	<b>Front Fencing</b>	
	Ensure that any front fencing is constructed to a maximum height of 1.2 metres and as generally shown on the approved plans, with the exception of any requirements of the Queensland Fire and Emergency Services provisions.	Prior to the commencement of use or Council endorsement of any Community Management Statement, whichever occurs first and to be maintained.
<b>13</b>	<b>Screen Fencing</b>	
A	Construct a screen fence along the southwest and northeast boundaries of the site where none already exist. Unless an alternative design is agreed to with the owner/s of the adjoining land, the screen fence is to be between 1.8 metres and 2.0 metres in height and constructed of durable materials (i.e. treated timber, colourbond or masonry). Fencing along the southwest and northeast sides of the site that extends beyond the main building line is to taper to 1.2 metres at the frontage.	Prior to the commencement of use or Council endorsement of any Community Management Statement, whichever occurs first and to be maintained.
<b>14</b>	<b>Landscaping</b>	
A	Carry out landscaping on site generally in accordance with the approved plans and Planning Scheme Policy - Integrated Design Appendix D - Landscaping.	Prior to the commencement of use or Council endorsement of any Community Management Statement, whichever occurs first.
B	Provide certification, from a suitably qualified person, that landscaping has been implemented in accordance with (A) above.	
C	Maintain the landscaping.	At all times
<b>15</b>	<b>Vehicle Encroachment</b>	
	Protect all landscaped areas and pedestrian paths adjoining any car parking areas from vehicular encroachment by wheel stops, kerbing or similar barrier approved by the Council.	Prior to the commencement of use or Council endorsement of

## Moreton Bay Regional Council

GENERAL MEETING - 514  
19 August 2020

PAGE 59  
Agenda

*ITEM 4.1 DA/34759/2017/VCHG/2 - REQUEST TO CHANGE (OTHER) - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (6 DWELLINGS), LOCATED AT 28 WOODCLIFFE CRESCENT, WOODY POINT - DIVISION 6 - A20309980 (Cont.)*

CONDITION		TIMING
		any Community Management Statement, whichever occurs first and to be maintained.
<b>16</b>	<b>On Site Services</b>	
	<p>Ensure rainwater tanks, hot water tanks, gas bottles and air conditioners are:</p> <ol style="list-style-type: none"> <li>1. Located in the rear setback; or</li> <li>2. located in the side setbacks and include screening (e.g. fencing or landscaping) from view of the road frontage; or</li> <li>3. entirely underground or screened where located in the front setback.</li> </ol> <p>The bin storage area as identified on the approved plans is to be appropriately screened from view of the road frontage.</p> <p>Note: Rainwater tanks are not permitted within easements.</p>	Prior to the commencement of use or Council endorsement of any Community Management Statement, whichever occurs first and to be maintained.
<b>17</b>	<b>Water and/or Sewerage</b>	
	<p>Submit to Council a Certificate of Completion or Provisional Certificate of Completion for the development from the Northern SEQ Distributor–Retailer Authority (Unitywater) confirming:</p> <ol style="list-style-type: none"> <li>1. a reticulated water supply network connection is available to the land; and</li> <li>2. a sewerage network connection is available to the land; and</li> <li>3. all the requirements of Unitywater have been satisfied.</li> </ol>	Prior to the commencement of use or Council endorsement of any Community Management Statement, whichever occurs first.
<b>18</b>	<b>Fibre Ready Telecommunications – Multi</b>	
A	<p>Provide Fibre-Ready telecommunications infrastructure (Internal and External conduit paths) in accordance with NBN Co Guideline MDU Building Design Guide as amended, that:</p> <ol style="list-style-type: none"> <li>1. Includes a suitable building entrance facility (lead-in) from the property boundary to the building entrance; and</li> <li>2. Has suitable space and access for the installation, maintenance and repair of all elements up to and including the Network Termination Device (NTD) and Power Supply Unit (PSU) or the likely location of a NTD and PSU for each dwelling; and</li> <li>3. A conduit with draw string, from either the telecommunication room or riser/closet location to each NTD or the likely location of each NTD.</li> </ol>	Prior to the commencement of use or Council endorsement of any Community Management Statement, whichever occurs first.
B	<p>Provide certification to Council from the Installer or an RPEQ engineer (electrical engineer) that the works and infrastructure required in (A) above has been done.</p> <p>Note: The location or the likely location of the NTD is determined by the owner in consultation with the electrician/electrical engineer. NBN Co have guidelines available to help determine the</p>	

## Moreton Bay Regional Council

GENERAL MEETING - 514  
19 August 2020

PAGE 60  
Agenda

*ITEM 4.1 DA/34759/2017/VCHG/2 - REQUEST TO CHANGE (OTHER) - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (6 DWELLINGS), LOCATED AT 28 WOODCLIFFE CRESCENT, WOODY POINT - DIVISION 6 - A20309980 (Cont.)*

<b>CONDITION</b>		<b>TIMING</b>
	best location. A template for certification is available from Council for the purpose of this condition.	
<b>19</b>	<b>Telecommunications Internal Wiring</b>	
A	Install internal wiring (Category 6 or better) within each dwelling from the expected location of any future Network Termination Device (NTD) for High Speed Broadband (based on the recommended locational criteria in the NBN Co Guideline (MDU Building Design Guide for New Developments or NBN Co. Preparation and Installation Guide for SDUs and MDUs) to the same connection points in the dwelling that would have been or have been installed for telephone and television connections; including but not limited to bedrooms, family/living rooms, and study/office.	Prior to the commencement of use or Council endorsement of any Community Management Statement, whichever occurs first.
B	Provide certification from the installer or an RPEQ engineer (electrical engineering) that the wiring required in (A) above has been done.  Note: A template for certification is available from Council for the purpose of this condition. Installers are recommended to be a registered cabler.	
<b>20</b>	<b>Electricity</b>	
	Provide evidence (e.g. Certificate for Electricity Supply to Subdividers with Agreement Number or Certificate of Supply) demonstrating that an underground electricity supply network has been constructed to the site.  Note: A private property pole is not permitted.	Prior to the commencement of use or Council endorsement of any Community Management Statement, whichever occurs first.
<b>21</b>	<b>Waste Management Plan</b>	
A	Implement the waste management arrangements identified on the approved plan.  Note: This development will use 2 x 1.1 m <sup>3</sup> bins serviced at the kerbside of Woodcliffe Crescent.	Prior to the commencement of use or Council endorsement of any Community Management Statement, whichever occurs first.
B	Manage waste in accordance with SC 6.20 Planning Scheme Policy - Waste.	
C	Provide a bin wash down facility connected to sewer as per SC 6.20 Planning Scheme Policy - Waste.	Prior to the commencement of use or Council endorsement of any Community Management Statement, whichever occurs first and to be maintained.
<b>DEVELOPMENT ENGINEERING</b>		
<b>22</b>	<b>Replace Existing Council Infrastructure</b>	

## Moreton Bay Regional Council

*ITEM 4.1 DA/34759/2017/VCHG/2 - REQUEST TO CHANGE (OTHER) - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (6 DWELLINGS), LOCATED AT 28 WOODCLIFFE CRESCENT, WOODY POINT - DIVISION 6 - A20309980 (Cont.)*

<b>CONDITION</b>	<b>TIMING</b>
Replace existing Council infrastructure (including but not limited to street trees and footpaths) that is damaged as part of construction works, to a standard which is consistent with Council's standards.	Prior to the commencement of use or Council endorsement of any Community Management Statement, whichever occurs first.
<b>23 Alterations and Relocation of Existing Services</b>	
Any alteration or relocation in connection with or arising from the development to any service, installation, plant, equipment or other item belonging to or under the control of the telecommunications authority, electricity authorities, the Council or other person engaged in the provision of public utility services is to be carried with the development and at no cost to Council.	Prior to the commencement of use or Council endorsement of any Community Management Statement, whichever occurs first.
<b>24 Access, Internal Roadways, Parking and Servicing Areas</b>	
A Design, construct and maintain all accesses, internal roadways, parking and servicing areas, in accordance with the approved plan(s) of layout. The works must be designed, constructed and maintained in accordance with good engineering practices and Council's Planning Scheme requirements unless conditioned otherwise.	Prior to the commencement of use or Council endorsement of any Community Management Statement, whichever occurs first and to be maintained.
B Provide certification from an RPEQ that all works have been designed and constructed in accordance with this permit condition.	Prior to the commencement of use or Council endorsement of any Community Management Statement, whichever occurs first.
<b>25 Access Driveway</b>	
The access driveway from the existing road to the site must be designed and built in accordance with Council Standard Heavy Duty Driveway Crossover (Type 2) - Drawing IPWEA - RS-051, with levels complying with Council Standard Road Verge Drawing IPWEA - RS-050.  Provide certification from an RPEQ that all works have been designed and constructed in accordance with this permit condition.  Notes: 1. The internal access works must be designed to ensure the correct line, level and layout is achieved for the driveway crossover. 2. Where the works are designed by an RPEQ and subsequently certified as built to the design, Council does not require the submission of an operational works development application for the driveway crossover. 3. Council will not accept driveway crossovers that do not conform to the above requirements.	Prior to the commencement of use or Council endorsement of any Community Management Statement, whichever occurs first.

## Moreton Bay Regional Council

GENERAL MEETING - 514  
19 August 2020

PAGE 62  
Agenda

*ITEM 4.1 DA/34759/2017/VCHG/2 - REQUEST TO CHANGE (OTHER) - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (6 DWELLINGS), LOCATED AT 28 WOODCLIFFE CRESCENT, WOODY POINT - DIVISION 6 - A20309980 (Cont.)*

CONDITION		TIMING
<b>26</b>	<b>Construction Affecting Existing Roads</b>	
	<p>Provide and maintain control measures for any works in or affecting roads (including verges) to ensure that the works will not injure, endanger, obstruct or unduly inconvenience any person or user of the road.</p> <p>Note: All traffic control devices must be installed and maintained in accordance with the Manual of Traffic Control Devices (Queensland).</p>	At all times
<b>27</b>	<b>Stormwater Quality Management – Best Practice Measures</b>	
A	Prepare and implement a Stormwater Quality Management Plan incorporating stormwater quality management best practices (incorporating GPT basket type inlet structures and a stormwater quality gross pollutant / stormceptor type device) prior to discharge – Refer to State Planning Policy and Water By Design Deemed to Comply Solutions.	Prior to the commencement of use or Council endorsement of any Community Management Statement, whichever occurs first.
B	Provide certification from an RPEQ that condition (A) above has been complied with.	
<b>28</b>	<b>Site Specific Geotechnical Assessment</b>	
A	Undertake a Geotechnical Assessment on the subject site to determine the foundation requirements to evaluate the stability of the coastal cliff face.	Prior to any approval of Building Works.
B	Provide certification from an RPEQ that all works have been designed and constructed in accordance with this permit condition.	Prior to the commencement of use or Council's endorsement of any Community Management Statement, whichever occurs first.
<b>29</b>	<b>Site Based Coastal Hazard Report</b>	
A	Prepare a Site Based (Localised) Coastal Hazard Report demonstrating that the development will avoid, manage and mitigate coastal erosion risks by implementing structural measures within the building framework, founding the structure in the stable rock layer and the construction of a rock revetment wall (or alternative structure measure) to the exposed south/eastern boundary.	Prior to any approval of Building Works.
B	Construct the building works in accordance with the Site Based Coastal Hazard Report.	At all times during construction.
	Note: The Site Based Coastal Hazard Report is to be prepared by an RPEQ with appropriate experience in structural engineering and design.	
<b>30</b>	<b>Minimum Habitable Floor Levels</b>	

ITEM 4.1 DA/34759/2017/VCHG/2 - REQUEST TO CHANGE (OTHER) - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (6 DWELLINGS), LOCATED AT 28 WOODCLIFFE CRESCENT, WOODY POINT - DIVISION 6 - A20309980 (Cont.)

CONDITION		TIMING
	<p>The habitable floor level is to be located, designed and constructed to at least the Flood Planning Level identified as 3.6m AHD.</p> <p>Note: The Flood Planning Level used for development can be obtained from the relevant section of the Flood Check Development Report available via Council's website: <a href="http://www.moretonbay.qld.gov.au">www.moretonbay.qld.gov.au</a>.</p>	<p>Prior to the commencement of use or Council's endorsement of any Community Management Statement, whichever occurs first.</p>
<b>31</b>	<b>Acid Sulfate Soil Investigation and Management</b>	
A	<p>If the detail earthworks design results in 100 m<sup>3</sup> of excavation or 500 m<sup>3</sup> of filling (average depth of 0.5 m or greater) below 5 m AHD, an Acid Sulfate Soil Investigation must be carried out and report prepared by a qualified person.</p> <p>Soil sampling and analysis must be undertaken in accordance with specified procedures. The investigation must provide information on the depth and extent of any acid sulfate soils on site within this stage of development, as well as the severity of acid sulfate soils relevant to the proposed disturbance.</p>	<p>Prior to the commencement of site works, OR prior to approval of any operational works.</p>
B	<p>Implement the requirements and recommendations of any Council approved Acid Sulfate Soil Management Plan required by (A) above.</p> <p>Undertake verification testing at the rate of one sample per 200m<sup>3</sup> throughout the duration of the excavation phase of the development. The verification testing must be undertaken by a qualified person using the SPOCAS or Chromium Reducible Sulphur testing suite, and the results must be submitted to Council for appraisal when requested during construction and prior to commencement of use.</p> <p>Groundwater monitoring is to be undertaken at a minimum of one location external to the area of excavation with the exact location to be agreed at the prestart meeting with Council's delegate.</p> <p>Groundwater monitoring is to be undertaken prior to works commencing and weekly throughout construction for the following parameters:</p> <ol style="list-style-type: none"> <li>1. Level (in m AHD)</li> <li>2. pH</li> <li>3. Electrical conductivity</li> </ol> <p>Results must be submitted to Council for appraisal when requested during construction and prior to commencement of use and must demonstrate that groundwater quality has not been adversely impacted by the works.</p>	<p>While site works are occurring.</p>
C	<p>Submit a Validation Report to Council at the completion of the site works. The validation report is to demonstrate compliance with the approved Acid Sulfate Soils Management Plan.</p>	<p>Prior to the commencement of use or Council's endorsement of any Community</p>

ITEM 4.1 DA/34759/2017/VCHG/2 - REQUEST TO CHANGE (OTHER) - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (6 DWELLINGS), LOCATED AT 28 WOODCLIFFE CRESCENT, WOODY POINT - DIVISION 6 - A20309980 (Cont.)

CONDITION		TIMING
	<p>Note: Council will only accept a 'qualified person' as being one of the following:</p> <ol style="list-style-type: none"> <li>1. Registered Professional Engineer of Queensland (RPEQ); or</li> <li>2. Environmental/Soil Scientist with current professional membership status at a relevant organisation (e.g. ASSSI, AIG; EIANZ; GSA)</li> </ol> <p>Having met the above requirements, obtained a minimum of five (5) years professional experience in the field of acid sulfate soils.</p>	Management Statement, whichever occurs first.
<b>32</b>	<b>Stormwater Quantity Assessment Report - Amendment Required</b>	
A	<p>The Stormwater Quantity Assessment Report (SQA) provided in support of the development application is accepted in principle as demonstrating that stormwater from the proposed development can be lawfully discharged from the subject land in accordance with Council's planning scheme requirements and design standards, subject to the following minor amendments:</p> <ol style="list-style-type: none"> <li>1. Provide calculations demonstrating the existing stormwater infrastructure has sufficient capacity to accept the stormwater runoff from the development;</li> <li>2. Provide updated drawings showing all proposed stormwater infrastructure - including location and sizes.</li> </ol> <p>Submit and have approved by Council, the amended SQA Report.</p> <p>Note: The approved report may only demonstrate lawful stormwater discharge at the time of its approval. At the time development works are proposed the nature and circumstances for land outside the development may have changed and a further amended or more detailed report may be required.</p> <p>Internal works and/or detailed design of the development works may also result in necessary amendments to the approved proposal plan.</p> <p>The detailed design must consider "Water Sensitive Urban Design" principles, integrating the stormwater infrastructure into the urban design wherever possible.</p>	Prior to the issuing of a Building Works - Development Permit by a Private Building Certifier.
B	<p>Implement the works identified in the approved Stormwater Management Plan and provide certification from an RPEQ that all works have been designed and constructed in accordance with this permit condition.</p>	Prior to the commencement of use or Council's endorsement of any Community Management Statement, whichever occurs first.

ITEM 4.1 DA/34759/2017/VCHG/2 - REQUEST TO CHANGE (OTHER) - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (6 DWELLINGS), LOCATED AT 28 WOODCLIFFE CRESCENT, WOODY POINT - DIVISION 6 - A20309980 (Cont.)

<b>ADVICES</b>	
<b>1</b>	<b>Aboriginal Cultural Heritage Act 2003</b>
	<p>The <i>Aboriginal Cultural Heritage Act 2003</i> commenced in Queensland on April 16, 2004. Under the Act, indigenous parties are key in assessing cultural heritage significance.</p> <p>The <i>Aboriginal Cultural Heritage Act 2003</i> establishes a Duty of Care for indigenous cultural heritage. This applies on all land and water, including freehold land. The Cultural Heritage Duty of Care lies with the person or entity conducting the activity.</p> <p>Penalty provisions apply for failing to fulfil the Cultural Heritage Duty of Care.</p> <p>Those proposing an activity that involves additional surface disturbance beyond that which has already occurred on the proposed site need to be mindful of the Duty of Care requirement.</p> <p>Details of how to fulfill the Duty of Care are outlined in the Duty of Care Guidelines gazetted with the Act.</p> <p>Council strongly advises that you contact the relevant state agency to obtain a copy of the Duty of Care Guidelines and further information on the responsibilities of developer under the terms of the <i>Aboriginal Cultural Heritage Act 2003</i>.</p>
<b>2</b>	<b>Adopted Charges</b>
	<p>Payment of an Adopted Infrastructure Charge in accordance with Council's Infrastructure Charges Resolution (No. 8) dated 14 August 2018 or as amended apply to this development approval.</p> <p>From 1 July 2014, Moreton Bay Regional Council no longer issues an Infrastructure Charges Notice on behalf of Unitywater for water supply and sewerage networks and therefore a separate Infrastructure Charges Notice may be issued directly to the applicant by Unitywater in respect to this development approval.</p> <p>Payment of Infrastructure Charges is to be in accordance with the Infrastructure Charges Notice issued with this development approval and any Infrastructure Charges Notice issued by Unitywater. From 1 July 2014, all Infrastructure Charges for infrastructure networks controlled by Unitywater (eg. water and/or sewerage) regardless of when the Infrastructure Charges Notice was issued are to be paid directly to Unitywater while Infrastructure Charges for networks controlled by Moreton Bay Regional Council will continue to be paid directly to Moreton Bay Regional Council.</p>

- B. That the Council report for this application be published to the website as Council's statement of reasons in accordance with Section 63 (5) of the *Planning Act 2016*.
- C. That the following information be included in the Decision Notice.

**Decision Notice information**

	<b>Details to Insert</b>
<b>Application Type</b>	Material Change of Use - Development Permit for Multiple Dwelling (6 dwellings)
<b>Relevant Period of Approval</b>	Material Change of Use – 6 years

## Moreton Bay Regional Council

*ITEM 4.1 DA/34759/2017/VCHG/2 - REQUEST TO CHANGE (OTHER) - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (6 DWELLINGS), LOCATED AT 28 WOODCLIFFE CRESCENT, WOODY POINT - DIVISION 6 - A20309980 (Cont.)*

	Details to Insert
<b>Section 64(5) Deemed Approval</b>	Not applicable
<b>Superseded Planning Scheme</b>	Not applicable
<b>Variation approval affecting the Planning Scheme</b>	Not applicable
<b>Other Necessary Permits</b>	<ul style="list-style-type: none"><li>• Building Works – Development Permit (Building Act)</li></ul>
<b>Codes for Accepted Development</b>	Not applicable
<b>Referral Agencies</b>	There are no Referral Agencies
<b>Submissions</b>	There were twenty-seven (27) properly made submissions about this application.

**ITEM 4.1 DA/34759/2017/VCHG/2 - REQUEST TO CHANGE (OTHER) - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (6 DWELLINGS), LOCATED AT 28 WOODCLIFFE CRESCENT, WOODY POINT - DIVISION 6 - A20309980 (Cont.)**

**REPORT DETAIL**

**1. Background**

On 17 April 2018, Council approved a Material Change of Use - Development Permit for Multiple Dwelling (5 dwellings) under the now historic Redcliffe City Planning Scheme (DA/34759/2017/V2M).

On 15 March 2019, Council’s Delegate approved a Change (Minor) Application to the approval increasing the number of dwellings in the development by 1, therefore approving 6 dwellings in total. While this change added an extra dwelling within the building, no substantial changes occurred to the built form as the additional dwelling was achieved through the conversion of a mezzanine floor attached to Unit 5 to a floor containing a separate dwelling.

A Council briefing was conducted on 12 August 2020 to enable further explanation/clarification to be provided to the Council on the matter. In line with Council’s decision-making framework, an extract from the minutes of the briefing, is provided below:

**The CEO noted the way forward:**

Noted that a report will be brought to next week’s General Meeting for consideration to adopt.

**2. Explanation of Item**

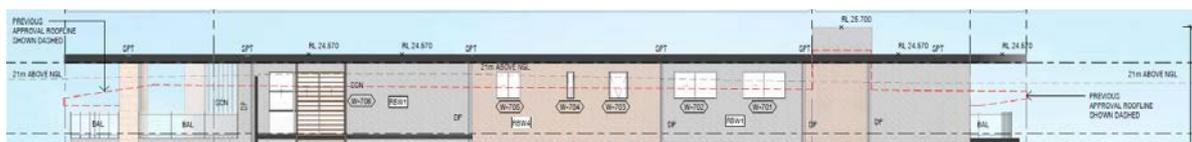
**2.1 Proposal Details**

This application seeks changes to an existing Development Permit for a Material Change of Use - Multiple Dwelling (6 dwellings) at 28 Woodcliffe Crescent, Woody Point.

The changes proposed to the existing approval consist of the following:

1. Increase in height from 21m to 22.5 when measured from natural ground level to top of roof. The overall height of the development is 23.47m when measured from natural ground level to the top of the lift overrun.
2. Revised driveway design, reducing the crossover width from 9m to 6m.
3. Provision of car park storage areas, resulting in a slight increase of the development footprint.
4. Inclusion of planter boxes on level two (2) along the southern side of the building.
5. Minor changes to the roof design and architectural features of the building.

The requested changes do not otherwise alter the number of storeys, dwellings or car parking spaces of the approved development, with all other aspects of the development to remain unchanged. The proposed increased building height has resulted from slight increases in the floor to ceiling height for each level to allow servicing between levels to be provided in accordance with the relevant parts of the building code. The proposed elevations (an extract below) clearly show the proposal with the outline of the existing approved height in red dash.



The original development approval was assessed against the now historic Redcliffe City Planning Scheme. As the proposal is to increase the height of the building above the height nominated in the superseded Redcliffe City Planning Scheme and current MBRC Planning Scheme, the proposal was determined by Council officers not to be a minor change but instead a Change (Other). In assessing this change application, section 82 of the *Planning Act 2016* requires a Change (Other) Application to be assessed and decided as if “the change application were the original development application,

**ITEM 4.1 DA/34759/2017/VCHG/2 - REQUEST TO CHANGE (OTHER) - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (6 DWELLINGS), LOCATED AT 28 WOODCLIFFE CRESCENT, WOODY POINT - DIVISION 6 - A20309980 (Cont.)**

with the changes included, but was made when the change application was made". Therefore, this application has been assessed against the assessment benchmarks of the MBRC Planning Scheme to the extent of the proposed changes only. The non-changed aspects of the development were addressed as part of the previous assessment for the Development Approval and are not the subject of this assessment as the legislation does not contemplate or provide for matters previously considered to be reconsidered.

In considering the proposal, it is necessary to note that under the MBRC Planning Scheme the site is mapped as being within a Medium Risk Flood Hazard Area and a Drainage Investigation Area of the Flood Hazard Overlay, as well as within an Erosion Prone Area of the Coastal Hazard Overlay. As the original development application was assessed against the now historic Redcliffe City Planning Scheme, the development has not previously been assessed against Flood Hazard and Coastal Hazard as is identified in the MBRC Planning Scheme. However, as noted above, this change (Other) application is limited to assessment against the changed aspects with the only changes at ground level being the inclusion of car park storage areas. The inclusion of car park storage areas are minor in nature and will not give rise to impacts over and above what is currently approved.

**2.2 Description of the Site and Surrounds**

The site currently contains a Dwelling House and is encumbered by Easement A on RP177572 to Council for Drainage Purposes that crosses the front portion of the site.

Directions	Planning Scheme Zone	Current Land Use
North	General Residential Zone - Urban Neighbourhood Precinct and Recreation and Open Space Zone	Dwelling House and Redcliffe Peninsula Lions Memorial Park
South	N/A	N/A - Moreton Bay
East	General Residential Zone - Urban Neighbourhood Precinct and Recreation and Open Space Zone	Dwelling House and Woodcliffe Park
West	General Residential Zone - Urban Neighbourhood Precinct	Dwelling House

**2.3 Assessment Benchmarks related to the *Planning Regulation 2017***

The *Planning Regulation 2017* (the Regulation) prescribes Assessment Benchmarks that the change components of the application must be carried out against, which are additional or alternative to the Assessment Benchmarks contained in Council's Planning Scheme.

These Assessment Benchmarks are prescribed as being contained in:

- the South East Queensland Regional Plan and Part E of the State Planning Policy; and
- Schedule 10 of the Regulation.

<b>Applicable Assessment Benchmarks:</b>	<u>State Planning Policy</u> <ul style="list-style-type: none"> <li>• State Planning Policy, Part E</li> </ul> <u>Regional Plan</u> <ul style="list-style-type: none"> <li>• South East Queensland Regional Plan</li> </ul>
<b>SEQ Regional Plan Designation:</b>	<ul style="list-style-type: none"> <li>• Urban Footprint</li> </ul>
<b>Koala Habitat Designation:</b>	Nil

ITEM 4.1 DA/34759/2017/VCHG/2 - REQUEST TO CHANGE (OTHER) - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (6 DWELLINGS), LOCATED AT 28 WOODCLIFFE CRESCENT, WOODY POINT - DIVISION 6 - A20309980 (Cont.)

2.3.1 State Planning Policy

A new State Planning Policy came into effect on 3 July 2017 and is not currently integrated into the MBRC Planning Scheme. The following assessment benchmarks are to be applied to the assessment of change components of the development application until the State interests have been appropriately integrated into Council's planning scheme. Assessment against the SPP assessment benchmarks is as follows:

<b>Assessment benchmark - livable communities</b>		
Applicable to Development	SPP requirement	Comment
Yes	(1) Development ensures fire hydrants are installed and located to enable fire services to access water safely, effectively and efficiently. (2) Road widths, and construction within the development, are adequate for fire emergency vehicles to gain access to a safe working area close to buildings and near water supplies whether or not on-street parking spaces are occupied. (3) Fire hydrants are suitable identified so that fire services can locate them at all hours.	An assessment of the changed aspects of the proposed development has been undertaken against the applicable SPP requirements and the proposal has been determined to comply.
<b>Assessment benchmark - mining and extractive resources</b>		
Applicable to Development	SPP requirement	Comment
No	None	Not applicable
<b>Assessment benchmarks - water quality</b>		
Applicable to Development	SPP requirement	Comment
No	None	Not applicable
<b>Assessment benchmarks - natural hazards, risk and resilience</b>		
Applicable to Development	SPP Requirement	Comment
Yes	Erosion prone areas within a coastal management district: (1) Development does not occur in an erosion prone area within a coastal management district unless the development cannot feasibly be located elsewhere as is: (a) coastal dependent development; or	An assessment of the changed aspects of the proposed development has been undertaken against the applicable SPP requirements and the proposal has been determined to comply.

ITEM 4.1 DA/34759/2017/VCHG/2 - REQUEST TO CHANGE (OTHER) - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (6 DWELLINGS), LOCATED AT 28 WOODCLIFFE CRESCENT, WOODY POINT - DIVISION 6 - A20309980 (Cont.)

	<p>(b) temporary, readily relocatable or able to be abandoned development; or</p> <p>(c) essential community infrastructure; or</p> <p>(d) minor redevelopment of an existing permanent building or structure that cannot be relocated or abandoned.</p> <p>(2) Development permitted in (1) above, mitigates the risks to people and property to an acceptable or tolerable level.</p> <p>Bushfire, flood, landslide, storm tide inundation, and erosion prone areas outside the coastal management district:</p> <p>(3) Development other than that assessed against (1) above, avoids natural hazard areas, or where it is not possible to avoid the natural hazard area, development mitigates the risks to people and property to an acceptable or tolerable level.</p> <p>All natural hazard areas:</p> <p>(4) Development supports and does not hinder disaster management response or recovery capacity and capabilities.</p> <p>(5) Development directly, indirectly and cumulatively avoids an increase in the severity of the natural hazard and the potential for damage on the site or to other properties.</p> <p>(6) Risks to public safety and the environment from the location of hazardous materials and the release of these materials as a result of a natural hazard are avoided.</p> <p>(7) The natural processes and the protective function of landforms and the vegetation that can mitigate risks associated with the natural hazard are maintained or enhanced.</p>	
<b>Assessment benchmarks - strategic airports and aviation facilities</b>		
Applicable to Development	SPP Requirement	Comment
No	None	Not applicable

ITEM 4.1 DA/34759/2017/VCHG/2 - REQUEST TO CHANGE (OTHER) - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (6 DWELLINGS), LOCATED AT 28 WOODCLIFFE CRESCENT, WOODY POINT - DIVISION 6 - A20309980 (Cont.)

2.3.2 South East Queensland Regional Plan

The site is located in the Urban Footprint. The development proposal is for a residential purpose in the Urban Footprint, and there are no requirements in the State Planning Regulatory Provisions applicable to the development proposal.

2.4 Assessment Against Local Categorising Instrument - Moreton Bay Regional Council Planning Scheme

An assessment against the relevant parts of the planning scheme is set out below.

2.4.1 Strategic Framework

An assessment against the Strategic Framework is not required by the changed aspects of the development proposal as it has been determined that compliance with the relevant Performance Outcomes can be achieved.

2.4.2 Assessment of Applicable Codes

Code Compliance Summary

The assessment below identifies how the development proposal achieves the assessment benchmarks and where the development proposal;

- (a) proposes an alternative 'Example' satisfying or not satisfying the corresponding Performance Outcome; and
- (b) proposes an outcome where no 'Example' is stated in the code and the proposed outcome does not satisfy the corresponding Performance Outcome.

This Change Application has been assessed against the assessment benchmarks of the MBRC Planning Scheme to the extent of the proposed changes only. The non-changed aspects of the development were addressed as part of the previous assessment for the Development Approval and are not the subject of this assessment.

Assessment Benchmarks	Compliance with Overall Outcomes	Performance Outcomes assessment is required
<b>Zone/ Local Plan Code</b>		
General Residential Zone Code - Urban Neighbourhood Precinct	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	PO4, PO6
<b>Overlay Codes</b>		
Flood Hazard Overlay Code	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Only minor changes are proposed to the development at ground level including the provision of car park storage areas.
Coastal Hazard Overlay	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Only minor changes are proposed to the development at ground level including the provision of car park storage areas.
<b>Development Codes</b>		
Residential Uses Code	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

**ITEM 4.1 DA/34759/2017/VCHG/2 - REQUEST TO CHANGE (OTHER) - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (6 DWELLINGS), LOCATED AT 28 WOODCLIFFE CRESCENT, WOODY POINT - DIVISION 6 - A20309980 (Cont.)**

The assessment of the development proposal against the Performance Outcomes of the applicable code(s) is discussed below in section 2.4.3.

**2.4.3 Performance Outcome Assessment**

Performance Outcome	Example
<b>General Residential Zone Code (Urban Neighbourhood Precinct)</b>	
<p><b>PO4</b> Buildings and structures have a height that:</p> <ul style="list-style-type: none"> <li>a. is of a bulk and scale that is consistent with the medium to high rise character of the Urban neighbourhood precinct;</li> </ul> <p>Note - There are circumstances where the Urban neighbourhood precinct is intended to have a low rise character. These circumstances are identified as having a maximum building height less than 21m on Overlay map - Building heights. Alternatives are to be considered in relation to the intended low rise character for that specific area.</p> <ul style="list-style-type: none"> <li>b. responds to the topographic features of the site, including slope and orientation;</li> <li>c. is not visually dominant or overbearing with respect to the streetscape, street conditions (e.g. street width) or adjoining properties;</li> <li>d. positively contributes to the intended built form of the surrounding area;</li> </ul> <p>Note - To demonstrate compliance with the above a visual impact assessment may be required in accordance with Planning scheme policy - Residential design. Visual impact assessments will require the consideration of all built form matters (e.g. height, setbacks, site cover, building bulk and mass, articulation, roof form and other design aspects) from a variety of perspectives to ascertain if the proposal will result in a positive contribution.</p> <ul style="list-style-type: none"> <li>e. responds to the height of development on adjoining land where contained within another precinct or zone.</li> </ul> <p>Note - Refer to Planning scheme policy - Residential design for details and examples.</p>	<p><b>E4</b> Building height:</p> <ul style="list-style-type: none"> <li>a. is within the minimum and maximum mapped on Overlay map – Building heights; or</li> <li>b. for domestic outbuildings, including free standing carports and garages, 4m and a mean height not exceeding 3.5m.</li> </ul>
<b>Performance Outcome Assessment</b>	
<p>The site is mapped as having a maximum building height of 21m as shown on Overlay Map - Building Heights in the MBRC Planning Scheme. This change application proposes a development having a height of 22.5m when measured from natural ground level to the top of the roof, or 23.47m when measured from the natural ground level to the top of the lift overrun, and therefore seeks a performance solution.</p> <p>The proposed increased building height is a result of slight increases in the floor to ceiling height for each level necessary to allow servicing between levels to be provided in accordance with the relevant building codes. The minor increase in height when viewed external to the site will be negligible and will not result in amenity impacts (i.e. scale, bulk or overshadowing)</p>	

ITEM 4.1 DA/34759/2017/VCHG/2 - REQUEST TO CHANGE (OTHER) - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (6 DWELLINGS), LOCATED AT 28 WOODCLIFFE CRESCENT, WOODY POINT - DIVISION 6 - A20309980 (Cont.)

Performance Outcome	Example
<p>to adjoining properties, particularly as the development reflects a tiered form with setbacks to each side boundary increasing with the height of building. Further, having regard to the broader locality/wider context, the slight increase in height will not interrupt significant view corridors.</p> <p>Although the proposed built form exceeds the suggested maximum height limit as per Example E4 of the zone code, the corresponding Performance Outcome, PO4, requires buildings and structures to have a height that is consistent with the medium to high rise character of the Urban Neighbourhood Precinct. Planning Scheme Policy - Residential Design outlines medium rise being 4-6 storeys and high rise being 7 or more storeys. The proposed development was and remains 7 storeys (being on the low side of the high rise description) and is therefore consistent with a high rise apartment as outlined within the Planning Scheme Policy.</p> <p>Therefore, compliance with the Performance Outcome is achieved.</p>	
<p><b>PO6</b> Residential buildings and structures are setback to:</p> <ul style="list-style-type: none"> <li>a. be consistent with medium to high density Urban neighbourhood precinct character where buildings are positioned close to the footpath to create active frontages;</li> <li>b. result in development not being visually dominant or overbearing with respect to the streetscape and the adjoining sites;</li> <li>c. maintain private open space areas that are of a size and dimension to be usable and functional;</li> <li>d. maintain the privacy of adjoining properties;</li> <li>e. ensure parked vehicles do not restrict pedestrian and traffic movement and safety;</li> <li>f. limit the length, height and openings of boundary walls to maximise privacy and amenity on adjoining properties;</li> <li>g. ensure built to boundary walls do not create unusable or inaccessible spaces and do not negatively impact the streetscape character, amenity or functionality of adjoining properties;</li> <li>h. provide adequate separation to particular infrastructure and water bodies to minimise adverse impacts on people, property, water quality and infrastructure.</li> </ul> <p>Note - Refer to Planning scheme policy - Residential design for details and examples.</p>	<p><b>E6.1</b> Setbacks (excluding built to boundary walls) comply with Table 6.2.6.4.3 'Setbacks' - Setback (Residential uses).</p> <p>Note - Greater setbacks may be required if the lot adjoins an environmental corridor or area (Refer to values and constraints for details).</p>
<p><i>Performance Outcome Assessment</i></p>	
<p>This Change Application seeks a Performance Solution for the following setbacks:</p> <ul style="list-style-type: none"> <li>I. Level 2 planter boxes are proposed along the western side boundary ranging in setbacks from 0.65m to 1.5m. This differs to the existing approval where an</li> </ul>	

ITEM 4.1 DA/34759/2017/VCHG/2 - REQUEST TO CHANGE (OTHER) - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (6 DWELLINGS), LOCATED AT 28 WOODCLIFFE CRESCENT, WOODY POINT - DIVISION 6 - A20309980 (Cont.)

Performance Outcome	Example
<p>architectural feature was setback 0.65m and a balcony ran along the boundary setback 2m.</p> <p>II. The front balconies on levels 6 &amp; 7 facing Woodcliffe Crescent are proposed setback 3.5m from the eastern side boundary. This differs from the existing approval where these balconies were setback 4.5m.</p> <p>It is noted that the development footprint has extended along the western side boundary to accommodate car park storage areas, however the setback proposed complies with the example and therefore does not require a Performance Solution. No other changes to setbacks are proposed that significantly differ from the existing approval. The provision of planters boxes along the western side of Level 2 results in development not being visually dominant or overbearing with respect to the adjoining site as it provides a break in building materials. Further, the provision of planter boxes will provide additional screening and therefore a higher level of privacy and amenity for both the resident and the adjoining property.</p> <p>The front balconies on levels 6 &amp; 7 are proposed with a setback of 3.5m from the eastern side boundary, bringing the balconies in line with the below levels. An architectural feature will run along the side of the balconies providing privacy screening for residents and the adjoining property. The balcony on Level 7 is not provided with architectural screening, however a recommended condition will require screening to be provided to ensure privacy.</p> <p>Therefore, with a recommended condition, compliance with the Performance Outcome is achieved.</p>	

2.5 Trunk Infrastructure

In accordance with section 4 of the Moreton Bay Regional Council Planning Scheme, the subject site is located in the identified Priority Infrastructure Area. Infrastructure charges applying to the land, where applicable, are to be applied in accordance the Council's Charges Resolution No. 6 commencing on 3 July 2017 (CR).

2.5.1 *Levied Charge*

In accordance with section 10 of the CR, a Levied Charge is applicable to the development proposal and has been calculated taking into consideration any applicable credits or offsets.

2.5.2 *Levied Charge Credit*

In accordance with section 14 of the CR, a credit exists for the development based on the credit being the greater of the following amounts:

(a) Payment of previous charges or contributions

There is no record of a previous charge or contribution having been made in relation to the land in accordance with section 14 of the CR. Accordingly, the credit available under this option is \$0.00

(b) Lawful use of land

An assessment of existing and previous lawful uses of the land has determined that a credit amount of \$17,603.73 exists and has been calculated based on the existing Dwelling House use over the site.

ITEM 4.1 DA/34759/2017/VCHG/2 - REQUEST TO CHANGE (OTHER) - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (6 DWELLINGS), LOCATED AT 28 WOODCLIFFE CRESCENT, WOODY POINT - DIVISION 6 - A20309980 (Cont.)

(c) Other development able to occur without a development permit

There is no other development able to be lawfully carried out without a development permit (including a development permit for Building Works). Accordingly, the credit available under this option is \$0.00

(d) The adopted charge for a residential lot (applied equally to non-residential development)

The credit available under this option is \$17,603.73 based on the proportional split stated in Table 3 of the CR.

*2.5.3 Levied Charge Offset or Refund*

The sited is not affected by a Trunk Infrastructure requirement and therefore there is no offset or refund applicable to the development proposal.

*2.5.4 Additional Trunk Infrastructure Costs*

In accordance with section 130 of the *Planning Act 2016*, an additional payment condition may be imposed if the proposed development;

- (a) generates infrastructure demand of more than what is required to service the type or scale of future development assumed in the LGIP; or
- (b) requires new trunk infrastructure earlier than when identified in the LGIP; or
- (c) is for premises located completely or partly outside the Priority Infrastructure Area; and

The development will impose additional trunk infrastructure costs on Council after taking into account the levied charge and any trunk infrastructure provided, or to be provided by the development.

In this instance, having assessed the proposed development, it does not warrant the imposition of an additional payment condition.

2.6 Recording of particular approvals on the MBRC Planning Scheme

Not Applicable in this instance.

2.7 Referrals

*2.7.1 Council Referrals*

**2.7.1.1 Development Engineering**

The application was referred to Development Engineering for their review. The following comments were provided:

*Access:*

The existing approval provides a driveway crossover width of 9m with the proposed changes requesting a reduction in width to 6m. Generally, driveways for the subject development side may be 5.5 - 6m in width. Therefore, there are no concerns with the proposed change to the driveway crossover.

**2.7.1.2 Environmental Health**

**ITEM 4.1 DA/34759/2017/VCHG/2 - REQUEST TO CHANGE (OTHER) - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (6 DWELLINGS), LOCATED AT 28 WOODCLIFFE CRESCENT, WOODY POINT - DIVISION 6 - A20309980 (Cont.)**

The application was referred to Environmental Health for their review. The following comments were provided:

**Waste Management:**

An adequate bin storage area is shown on the amended plans. It is recommended the previous waste condition be updated to reflect current council policy requirements.

There are no other required condition amendments.

**2.7.2 Referral Agencies**

**2.7.2.1 Concurrence Agencies - Department of Infrastructure, Local Government and Planning**

There were no Concurrence Agencies involved in assessing this development application.

**2.7.2.2 Advice Agencies**

There were no Advice Agencies involved in assessing this application.

**2.7.2.3 Third Party Agencies**

There were no Third Party Agencies involved in assessing this application.

**2.8 Public Consultation**

**2.8.1 Public Notification Requirements under the Development Assessment Rules**

- (a) Public Notification was served on all adjoining landowners on 12 June 2020.
- (b) The development application was advertised in the Courier Mail on 15 June 2020.
- (c) A notice in the prescribed form was posted on the relevant land on 15 June 2020 and maintained for a minimum period of 15 business days until 7 July 2020.

**Submissions Received**

Council received the following types of submissions in respect to this development application.

Type		Number of Signatures	Number of Submissions
Properly Made	Letter, Email, Fax		27
	Petition		0
Not Properly Made	Letter, Email, Fax		0
	Petition		0
<b>Total</b>			27

The matters raised within the submissions are outlined below:

<b>Assessment of Submissions</b>
<p><b><u>Issue - Height of Development Exceeding the Planning Scheme</u></b></p> <ul style="list-style-type: none"> <li>• Height limits being sought will exceed the existing Planning Scheme, thereby changing the neighbourhood amenity</li> <li>• Height limits are set for a reason - our local Council has failed us already in this respect as it fails to consider the wishes of the residents and rate payers of the council area</li> </ul>

*ITEM 4.1 DA/34759/2017/VCHG/2 - REQUEST TO CHANGE (OTHER) - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (6 DWELLINGS), LOCATED AT 28 WOODCLIFFE CRESCENT, WOODY POINT - DIVISION 6 - A20309980 (Cont.)*

- Developers and designers are aware of the limits and should be accountable for submitting applications that meet these requirements
- Failure to comply with existing limits has resulted in developments being approved that are profit driven and negatively impact the charming Woody Point village and its seaside village character
- Residents are dismayed by Council's disregard of the building height limits
- If this application is approved, it will provide the green light for other development applications to exceed the limits outlined in the Planning Scheme
- Existing and new residents to the area have an expectation that the limits created by the Council are adhered to and not subject to arbitrary interpretation
- Ensuring limits are met creates confidence within the community that inappropriate development will not be submitted or approved
- This application fails to enhance and respect our community and neighbourhood values
- It is concerning that developers are following the practice of submitting a development that meets the Town Plan guidelines and limits, then after it has been approved, they submit a Change Application that exceeds the Town Plan
- General amenity concerns (e.g. access to sunlight & wind tunnel) were raised relating to high rise development

**Discussion**

The submitters concerns regarding building height are acknowledged and it is recognised that the Woody Point area has in recent times been subject to applications where development is proposing a Building Height exceeding that mapped on Overlay Map - Building Heights.

This particular change application is seeking to increase the building height of an existing approved Multiple Dwelling from 21m to 22.5m when measured from natural ground level to top of the roof. The overall building height measured from natural ground level to the top of the lift overrun is 23.47m, with the lift overrun positioned inset to the building footprint so it will be obscured. The change in building height is minimal in nature and has occurred due to the development requiring a small increase to the height of each level (floor to ceiling) to accommodate internal services and comply with the relevant building code requirements. This change application does not otherwise seek to increase the number of approved levels or dwellings.

The concerns raised by the submitters about the principle of this application being approved and then changed at a later date to increase the height is acknowledged, however in the majority of instances, detailed design has not occurred at the town planning approval stage. It is for this reason that the decision of Council officers was that the proposal was not a minor change and was made to repeat the impact assessment process for the change component - providing the community the opportunity to express its concerns. The proposal needs to be assessed on its merits and not on the basis of the development approval process being lawfully applied.

In response to comments received about building height limits outlined within the Planning Scheme and the recent approval of developments exceeding that mapped on Overlay Map - Building Heights, while the Overlay Map identifies a maximum building height, the zone code that calls up the Overlay Map only does so as an example and not an outcome. Examples are incorporated within the Planning Scheme to provide guidance on one (1) way (or an example) to achieve compliance with the corresponding Performance Outcome. As a specific height is not referenced within the Performance Outcome relating to building height, or in the Overall Outcomes, there is opportunity for development to exceed the height suggested by the Overlay Map and still comply with the Planning Scheme.

ITEM 4.1 DA/34759/2017/VCHG/2 - REQUEST TO CHANGE (OTHER) - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (6 DWELLINGS), LOCATED AT 28 WOODCLIFFE CRESCENT, WOODY POINT - DIVISION 6 - A20309980 (Cont.)

<p>Overall, this is not sufficient grounds for refusal of the application.</p>
<p><b><u>Issue - Historical and Cultural Features of Woody Point</u></b></p> <ul style="list-style-type: none"> <li>• Woody Point has strong historical and cultural credentials dating back to our first peoples and subsequently Matthew Flinders</li> <li>• This history should not be extinguished by aggressive over-development of the headland which exceeds limits</li> <li>• Respect for culture and history is an important element of neighbourhood amenity, ethos and values</li> <li>• The Gayundah Shipwreck, Moreton Bay Marine Reserve and Gayundah Arboretum are popular tourist and residential attractions</li> <li>• This historical part of the Redcliffe Peninsula should not be overshadowed by excessively tall development that exceeds limits</li> </ul>
<p><b><u>Discussion</u></b></p> <p>The submissions received outlined areas of Woody Point that contain historical and cultural features and made note that these areas should not be overshadowed by excessively tall and aggressive over-development that exceeds limits.</p> <p>In this instance the application is seeking approval primarily for a building height of 22.5m when measured from natural ground level to top of the roof and 23.47m when measured from natural ground level to the top of the lift overrun. Although Overlay Map - Building Heights nominates this site as having a building height of 21m, the overall height proposed does not excessively exceed the mapping or constitute an over-development of the site. The additional height proposed will have no impact on popular tourist and residential attractions or the cultural heritage of the area.</p> <p>Overall, this is not sufficient grounds for refusal of the application.</p>
<p><b><u>Issue - Precedence</u></b></p> <ul style="list-style-type: none"> <li>• Council planners told the Council meeting on 3 December 2019 that the development application for 2-8 Gayundah Esplanade would not set a precedent for other sites in Woody Point to be allowed to build to 45 metres</li> <li>• Granting permission for the ridiculous height of 2-8 Gayundah has created a 'free for all height grab' from all developers</li> <li>• This is already happening, both at this site and for the application at 1 Lilla Street</li> <li>• 1 Lilla Street is a prime example of the overuse of an extremely small block of land for an excessive height build. Once 2-8 Gayundah was 'approved' the developers of this Lilla St block decided they needed yet more height and pushed the council for that 'little bit more' by way of a similar alteration to this application</li> <li>• Here is the Planner's opportunity to prove to residents that limits have been established to maintain the uniqueness of the locality and will not be approved because a developer and designer has not been able to submit an application that met those limits</li> <li>• The Council need to send a firm and clear message to developers that until such time as amended schemes or neighbourhood plans are developed, the interim position of Council is to stick to the Town Plan</li> </ul>
<p><b><u>Discussion</u></b></p> <p>Development applications are subject to rigorous assessment in relation to the relevant assessment benchmarks within the Planning Scheme, as well as other factors such as the location and surrounding area of the site with each application assessed on its merits.</p> <p>As raised in submissions, a Change (Other) Application was submitted over 1 Lilla Street, Woody Point that sought to increase the building height of the existing approved Multiple</p>

ITEM 4.1 DA/34759/2017/VCHG/2 - REQUEST TO CHANGE (OTHER) - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (6 DWELLINGS), LOCATED AT 28 WOODCLIFFE CRESCENT, WOODY POINT - DIVISION 6 - A20309980 (Cont.)

Dwelling by an additional 5 storeys with an additional 4 dwellings. That application was however withdrawn and is no longer being assessed by Council.

As discussed previously, while the Overlay Map - Building Heights identifies a maximum building height, the Planning Scheme itself only references this specific height as an example and not an outcome as represented by the submissions. Therefore, there is opportunity for development to exceed the height suggested by the Overlay Map and still comply with the Planning Scheme. Further, the Planning Scheme does not prohibit the submission of an application that exceeds the height nominated within Overlay Map - Building Heights and therefore needs to be assessed in accordance with legislative requirements and on its merits.

In this instance, Council officers are satisfied that the small increase in height maintains compliance with the outcomes sought by the planning scheme.

Overall, this is not sufficient grounds for refusal of the application.

2.8.2 Notice of Compliance

The Notice of Compliance was received by Council on 8 July 2020. The Notice of Compliance identifies that the public notification requirements for the development application were correctly undertaken in accordance with the requirements of Part 4, of the Development Assessment Rules.

2.9 Other Matters

None identified.

3. **Strategic Implications**

3.1 Legislative/Legal Implications

The applicant and submitters have appeal rights in accordance with the *Planning Act 2016*.

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

The proposal is consistent with the existing Moreton Bay Region planning provisions and relevant policies.

3.4 Risk Management Implications  Nil identified

3.5 Delegated Authority Implications  Nil identified

3.6 Financial Implications

- a) In the event that an appeal is made to the Planning & Environment Court against Council's decision, the Council will incur additional costs in defending its position.
- b) Permit conditions require infrastructure contributions to Council.

## Moreton Bay Regional Council

GENERAL MEETING - 514  
19 August 2020

PAGE 80  
Agenda

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*ITEM 4.1 DA/34759/2017/VCHG/2 - REQUEST TO CHANGE (OTHER) - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (6 DWELLINGS), LOCATED AT 28 WOODCLIFFE CRESCENT, WOODY POINT - DIVISION 6 - A20309980 (Cont.)*

- 3.7 Economic Benefit Implications  Nil identified
- 3.8 Environmental Implications  Nil identified
- 3.9 Social Implications  Nil identified
- 3.10 Human Rights Implications  Nil identified
- 3.11 Consultation / Communication  
Refer to section 2.8.

**SUPPORTING INFORMATION**

**Ref: [A20310007](#), [A20338369](#) & [A20338516](#)**

The following list of supporting information is provided for:

**ITEM 4.1**

**DA/34759/2017/VCHG/2 - REQUEST TO CHANGE (OTHER) - MATERIAL CHANGE OF USE - DEVELOPMENT PERMIT FOR MULTIPLE DWELLING (6 DWELLINGS), LOCATED AT 28 WOODCLIFFE CRESCENT, WOODY POINT - DIVISION 6**

**#1 Aerial Image**

**#2 Zoning Map**

**#3 Locality Plan**

**#4 Proposal Plans**

**#5 Submissions**

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**5 COMMUNITY & ENVIRONMENTAL SERVICES SESSION**

**(Cr M Gillam)**

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Declarations of interest statement

Portfolio Councillor to inform Council of any personal interests for items in this session, then ask other Councillors if they have any personal interests that will be declared for respective items in the session.

**ITEM 5.1**

**CORONAVIRUS (COVID-19) COMMUNITY AND LOCAL BUSINESS SUPPORT PACKAGE - EXTENSION**

Meeting / Session: 5 COMMUNITY & ENVIRONMENTAL SERVICES  
Reference: A20346199 : 11 August 2020  
Responsible Officer: TD, Public Health Coordinator (CES Customer Response)

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**Executive Summary**

The Coronavirus (COVID-19) was declared a pandemic by the World Health Organisation (WHO) in March 2020.

On 25 March 2020, Council considered an immediate and urgent support package worth over \$15 million to boost the regional economy and support residents, community groups and businesses suffering financial hardship. It was envisaged that Council's initiatives would complement packages announced by the State and Federal Government.

At its General Meeting of 25 March 2020 (Minute Page 20/597), Council resolved to endorse the proposed support package and adopt the *Financial Hardship Policy (Coronavirus COVID-19)* (Hardship Policy), including the following:

11. *That in relation to the food licencing fees, a pro-rata refund will be provided to local restaurants and cafes for 12 months (for the 2020 Calendar year) to provide relief to those businesses who have had to cease operations or change to takeaway offerings only.*

Whilst it is recognised that public health restrictions have eased, and the impact on some businesses has reduced, unemployment and financial hardship continues to be an issue for many across the Moreton Bay Region. Council is undertaking \$32.9 million worth of stimulus measures directly related to COVID-19. This is supported by direct state and federal funding to council to date of \$18.5 million.

This report therefore recommends that the current stimulus measures as they relate to food licencing fees, be extended, to enable Moreton Bay Regional Council to continue to support the community during this unprecedented time.

OFFICER'S RECOMMENDATION

1. That food licence renewal notices for the period 1 October 2020 to 30 September 2021, be issued with a zero-charge applied.
2. That the Chief Executive Officer be authorised to take all action reasonably required to give effect to the issue of such notices at a zero charge.

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*ITEM 5.1 CORONAVIRUS (COVID-19) COMMUNITY AND LOCAL BUSINESS SUPPORT PACKAGE - EXTENSION  
- A20346199 (Cont.)*

## **REPORT DETAIL**

### **1. Background**

The Coronavirus (COVID-19) was declared a pandemic by the World Health Organisation (WHO) in March 2020. This resulted in the implementation of a range of public health measures to slow the spread of COVID-19.

These public health measures have had a significant impact on the economy with many businesses closing or significantly reducing their trading hours or changing their operations. This has resulted in large numbers of people becoming unemployed and experiencing financial hardship both nationally, and across the Moreton Bay Region.

Council's support package of 25 March 2020, included a pro-rata refund of food licencing fees to local restaurants and cafes for 12 months (for licencing period 1 October 2019 to 30 September 2020) to provide relief to those businesses who had to cease operations or change their service delivery methods. The hospitality and tourism industries have been some of the hardest hit during the pandemic. This resulted in refunds to the value of \$760,000 being made to businesses in the Moreton Bay Region.

Due to the easing of public health restrictions, the impact on some businesses has reduced, however, unemployment and financial hardship continues to be an issue for many across the Moreton Bay Region.

Therefore, it is proposed that the current stimulus measures as they relate to food licencing fees, be extended, to enable Moreton Bay Regional Council to continue to support the community during this unprecedented time. This initiative would also apply to any new businesses who are required to obtain a food licence from Council during the period 1 October 2020 to 30 September 2021.

A Council briefing was conducted on 29 July 2020 for the purpose of sharing information and providing advice to Council on the matter. In line with Council's decision-making framework, an extract from the minutes of the briefing, is provided below:

29 July 2020 - **The CEO noted the way forward:** It was noted that a report will be submitted to an upcoming General Meeting for consideration to adopt.

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

In response to the continuing hardship caused by the effects of the Coronavirus (COVID-19) pandemic to local businesses, it is proposed that food licence fees for small and medium size local businesses for the upcoming renewal year (1 October 2020 to 30 September 2021) be issued with a zero-charge applied.

In line with the previous refund, this initiative will not be provided to major companies and multinationals including major fast food and supermarket chains not impacted by the restrictions.

This initiative is anticipated to cost approximately \$800,000.

### **3. Strategic Implications**

3.1 Legislative / Legal Implications  Nil identified

3.2 Corporate Plan / Operational Plan  
Strengthening Communities: Strong local governance - strong leadership and governance.

3.3 Policy Implications  Nil identified

3.4 Risk Management Implications  Nil identified

ITEM 5.1 CORONAVIRUS (COVID-19) COMMUNITY AND LOCAL BUSINESS SUPPORT PACKAGE - EXTENSION  
- A20346199 (Cont.)

3.5 Delegated Authority Implications

As outlined in Officer's Recommendation 2, that the Chief Executive Officer be authorised to take all action reasonably required to give effect to the issue of food license renewal notices at a zero charge.

3.6 Financial Implications

The extension of this stimulus initiative will not impact the 2020/21 budget. An allowance for a reduction in revenue due to the impacts of COVID19 was included in the adopted budget. While this initiative was not specifically contemplated at the time of budget preparation, the allowance made in the budget is sufficient to cover the revenue reduction estimated.

3.7 Economic Benefit Implications

As outlined above.

3.8 Environmental Implications

Nil identified

3.9 Social Implications

As outlined above.

3.10 Human Rights Implications

Under the *Human rights Act 2019 (Qld)*, Council must not make a decision which is incompatible with human rights. Council must also give proper consideration to any human rights relevant to its decision. Officers consider that there are no human rights implications relevant to Council's decision.

3.11 Consultation / Communication

Manager Strategy and Engagement

Director Community & Environmental Services

**ITEM 5.2**  
**DISPOSAL OF PROPERTIES VIA EXPRESSIONS OF INTEREST CAMPAIGNS**

*Meeting / Session:* 5 COMMUNITY & ENVIRONMENTAL SERVICES  
*Reference:* A20360606 : 5 August 2020 - **Refer Supporting Information A20361514**  
*Responsible Officer:* AS, Manager Property Services (CES Property & Commercial Services)

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**Executive Summary**

The purpose of this report is to seek Council's approval to dispose of the properties detailed in this report (the Land) by undertaking a two-stage process, being Expressions of Interest, followed by Select Tender campaigns.

**OFFICER'S RECOMMENDATION**

1. That Council resolves it is in the public interest to invite expressions of interest (EOIs) for the disposal of the Land described in this report prior to inviting written tenders.
2. That Council records its reason for resolving to invite EOIs for the disposal of the Land, which is to enable Council to consider tenders from a shortlist of EOI respondents who have submitted a clear plan and demonstrated an ability to achieve Council's desired outcomes for the land.
3. That Council authorises the Chief Executive Officer to:
  - a. prepare a shortlist from the persons who respond to the invitation for expressions of interest and invite written tenders from those persons for the disposal of the Land;
  - b. invite all persons who submit a tender to change their tender to take account of a change in the tender specifications;
  - c. decide to accept a tender or not to accept any tenders it receives in respect of the disposal of the Land having regard to the sound contracting principles; and
  - d. do all things necessary to give effect to recommendation 1, including advertising the invitation for expressions of interest in accordance with the requirements of Local Government Regulation 2012.

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ITEM 5.2 DISPOSAL OF PROPERTIES VIA EXPRESSIONS OF INTEREST CAMPAIGNS - A20360606 (Cont.)

## REPORT DETAIL

### 1. Background

This report relates to three properties described as:

1. 123 Sutton Street, Redcliffe (L6 / RP225966 & L1 / RP137633)
2. 2204 Mt Samson Road, Samford Valley (L901 / SP156333) - Part of
3. 94 Lower King Street, Caboolture (L284 / CG3599 & L1 / RP110304 & L17 / C313 & L222 / CG2904) - Part of.

Property Services has previously provided an overview of the above described properties, including potential activation opportunities.

Council Briefings were conducted on 17 June 2020 and 12 August 2020 for the purpose of sharing information and providing advice to Council on the matter. In line with Council's decision-making framework, an extract from the minutes of the briefing, is provided below:

#### The CEO noted the way forward:

Prepare Expressions of Interest campaigns for the three identified properties, noting key requirements such as tenure arrangements and development outcomes.

### 2. Explanation of Item

This report seeks a resolution to offer the Land for sale or lease via a tender process, following an Expression of Interest (EOI) campaign.

This enables Council to consider tenders from a shortlist of EOI respondents who have submitted a clear plan and demonstrated an ability to achieve the specific outcomes for the site envisaged by Council.

Council owns parcels of land in strategic locations within the region, these three sites have been identified as appropriate for activation, all site areas are subject to Survey.

123 Sutton Street, Redcliffe (L1 / RP137633 & L6 / RP225966) - (refer Supporting Information #1).

2,391m<sup>2</sup> of land currently used for car parking adjacent to Bluewater Square shopping centre.

An opportunity exists to expand the office/retail offering in Redcliffe, whilst maintaining or expanding existing car parking capacity.

Council will issue an Agreement to Grant Development Lease, followed by a Development Lease to the successful proponent, in order to retain control over various aspects of the future development, particularly planning and ultimate development outcomes. Following completion of the proposed development, Council will transfer ownership of the land to the proponent.

Continued public access to future car parking will be required as a result of any future development on the site. This will require approval from Council's Integrated Transport Planning Department prior to the signing of a development lease with the successful proponent. All other aspects of the development will be assessed against the MBRC Planning Scheme.

(Part) 94 Lower King Street, Caboolture (L2 & L284 / CG3599, L1 / RP110304, L17 / C313 & L222 / CG2904) - (refer Supporting Information #2).

45Ha of land at the entrance to Caboolture currently used for agistment, with a residential lease in place.

An opportunity exists for rural business activities at the entrance to Caboolture, adjacent to a major Bruce Highway interchange. A review of the site constraints, including future Council road and wetland projects, indicates a useable area of approximately 7.6Ha (refer Supporting Information #3).

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*ITEM 5.2 DISPOSAL OF PROPERTIES VIA EXPRESSIONS OF INTEREST CAMPAIGNS - A20360606 (Cont.)*

Given the importance of the land to the region, notably as the entrance to Caboolture, it is not intended to sell the land, but rather enter into a lease with the successful proponent, which will ensure Council continues to control the land. A 10-year period is considered appropriate, as it provides certainty of tenure to the proponent, with Council having the opportunity to renew the lease at expiry should it be required. The term also provides Council flexibility, without entering into long term arrangements that may burden future public use of the land.

(Part) 2204 Mount Samson Road, Samford Valley (L901 / SP156333) - (refer Supporting Information #4)

An area of approximately 1.12Ha is available for activation in the Samford Glasshouse precinct and site of the new Samford Community Centre, which is currently under construction.

The Department of National Parks and Wildlife, and Millen Farm currently operate from the precinct, with opportunities for rural based business activities.

Given the importance of the land as a community facility, it is not intended to sell the land, but rather enter into a lease with the successful proponent, which will ensure Council continues to control the land. A 10-year period is considered appropriate, as it provides certainty of tenure to the proponent, with Council having the opportunity to renew the lease at expiry should it be required. The term also provides Council flexibility, without locking into long term arrangements that may burden future public use of the land.

### **3. Strategic Implications**

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

Council must comply with the *Local Government Act 2009* ("the Act") and the *Local Government Regulation 2012* ("the Regulation") when it disposes of valuable non-current assets, including leases of land.

Section 228 of the Regulation allows Council to dispose of a valuable non-current asset via a tender process following an Expressions of Interest campaign.

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

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

#### **3.3 Policy Implications**

There is no Council policy which specifically deals with the disposal of land; however, the provisions of the *Local Government Regulation 2012* apply.

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

The primary risk is probity. The Manager Property Services will oversee the disposal process which will be conducted in accordance with the relevant legislation and policies.

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

Council has already delegated power to the CEO to carry out recommendation 3 (under Delegation Council-150).

#### **3.6 Financial Implications**

Sale and rental valuations of the sites will be undertaken prior to releasing the EOI to the market. Disposal of the properties will be equal to or more than the market value of the land as per the *Local Government Regulation 2012*.

#### **3.7 Economic Benefit Implications**

Maintaining and creating jobs in the region assists in delivering Council's Economic Development Action Plan of 70% employment self-containment.

ITEM 5.2 DISPOSAL OF PROPERTIES VIA EXPRESSIONS OF INTEREST CAMPAIGNS - A20360606 (Cont.)

3.8 Environmental Implications

Development of the sites will be assessed against the MBRC Planning Scheme, including any potential impact on environmental values in the region.

3.9 Social Implications

Nil identified

3.10 Human Rights Implications

Under the *Human Rights Act 2019 (Qld)*, Council must not make a decision which is incompatible with human rights. Council must also give proper consideration to any human rights relevant to its decision. Officers consider that there are no human rights implications relevant to Council's decision.

3.11 Consultation / Communication

Council Briefing Session 17 June 2020  
Council Briefing Session 12 August 2020  
Chief Executive Officer  
Parks and Recreation Planning  
Integrated Transport Planning  
Drainage and Waterways

**SUPPORTING INFORMATION**

**Ref: [A20361514](#)**

The following list of supporting information is provided for:

**ITEM 5.2**

**DISPOSAL OF PROPERTIES VIA EXPRESSIONS OF INTEREST CAMPAIGNS**

***#1 - 123 Sutton Street, Redcliffe (Division 6)***

***#2 - 94 Lower King Street, Caboolture (Division 3)***

***#3 - 94 Lower King Street, Caboolture (Division 3) - Available for Activation***

***#4 - 2204 Mt Samson Road, Samford Valley (Division 11) - Available for Activation***

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**6 FINANCE & CORPORATE SERVICES SESSION**

**(Cr M Constance)**

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Declarations of interest statement

Portfolio Councillor to inform Council of any personal interests for items in this session, then ask other Councillors if they have any personal interests that will be declared for respective items in the session.

**ITEM 6.1**

**QUARTER 4 OPERATIONAL PLAN REVIEW 2019/20**

Meeting / Session: 6 FINANCE & CORPORATE SERVICES  
Reference: A20346219 : 31 July 2020 - **Refer Supporting Information A20345770**  
Responsible Officer: SS, Senior Systems Accountant (FCS Accounting Services)

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**Executive Summary**

The purpose of this report is to present the Quarter 4 Operational Plan Review for 2019/20.

OFFICER'S RECOMMENDATION

That the Quarter 4 Operational Plan Review for 2019/20 be received.

ITEM 6.1 QUARTER 4 OPERATIONAL PLAN REVIEW 2019/20 - A20346219 (Cont.)

## REPORT DETAIL

### 1. Background

Every financial year Council must prepare and adopt an annual operational plan. The plan must be reported upon at regular intervals of not more than three months. The Quarter 4 report on the Operational Plan for 2019/20 is presented with an assessment of Council's achievements as measured against relevant key performance indicators along with an accompanying commentary for each Department of Council.

### 2. Explanation of Item

The fourth quarter report on the Operational Plan provides non-financial information on Council's organisational performance. Included in this report are key performance indicator (KPI) targets and associated achievements with accompanying commentary relevant to the KPI's and other significant operational matters.

### 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

Nil identified

#### 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

Nil identified

#### 3.6 Financial Implications

Nil identified

#### 3.7 Economic Benefit Implications

The Operational Plan contributes to the Corporate Plan in achieving three key themes. Economic benefit implications relate 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 6.1 QUARTER 4 OPERATIONAL PLAN REVIEW 2019/20 - A20346219 (Cont.)*

3.8 Environmental Implications

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

- 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 Human Rights Implications  Nil identified

3.11 Consultation / Communication

The Executive Management Team, Managers and other key Council officers were involved in preparing the fourth quarter report.

**SUPPORTING INFORMATION**

**Ref: [A20345770](#)**

The following list of supporting information is provided for:

**ITEM 6.1**

**QUARTER 4 OPERATIONAL PLAN REVIEW 2019/20**

***#1 Quarter 4 Operational Plan Review 2019/20***

**ITEM 6.2**  
**MONTHLY REPORTING PACKAGE - 30 JUNE 2020**

*Meeting / Session:* 6 FINANCE & CORPORATE SERVICES  
*Reference:* A20350479 : 3 August 2020 - **Refer Supporting Information A20348134**  
*Responsible Officer:* CP, Accountant (FCS Accounting Services)

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**Executive Summary**

The purpose of this report is to present the Financial Reporting Package for the year to date period ending 30 June 2020.

**OFFICER'S RECOMMENDATION**

That the Financial Reporting Package for the year to date period ending 30 June 2020 be received.

## ITEM 6.2 MONTHLY REPORTING PACKAGE - 30 JUNE 2020 - A20350479 (Cont.)

### REPORT DETAIL

#### 1. Background

The Financial Reporting Package for the month ending 30 June 2020 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 June period.
  - The Statement of Financial Position highlights Council's position at the end of June 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 year is complete and the performance and position of Council is outlined below. It should be noted that the financial results presented in this report and the accompanying attachment are preliminary and may change following the audit of the 2019/20 financial statements in the coming months.

- Operating surplus for the financial year was \$77 million (Budget \$79 million).
- Operating revenue was \$544 million (Budget \$544 million).
- Operating expenditure was \$467 million (Budget \$465 million).
- Capital Expenditure was \$205 million (Budget \$228 million).
- Cash balance at the end of the year is \$349 million.
- Debt balance at the end of the year is \$370 million.

More detailed explanations with regard to revenues and expenses is contained in the supporting information, "The Performance at a Glance" section.

### Coronavirus Pandemic Impacts

#### Investment with Queensland Investment Corporation

Council's investment with Queensland Investment Corporation (QIC) declined from a high of \$112 million as at the end of January to just under \$100 million as at the end of March, however it has now recovered to \$103 million. This is a long term investment and it is anticipated that in time it should recover and increase in value.

#### Fees and Charges

Revenues associated with fees and charges have been impacted by the following:

- Refunding of approximately \$788,000 in food licencing fees in April;
- closure of Council facilities such as pools, caravan parks, sport centres, entertainment centres; and
- a general slight decline in some fees across the board.

---

ITEM 6.2 MONTHLY REPORTING PACKAGE - 30 JUNE 2020 - A20350479 (Cont.)

Operating Expenditure

Council committed to bringing forward certain maintenance works and providing community infrastructure and hardship grants in response to the pandemic. As at the end of June, \$7.03 million in grants has been paid.

### 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 June.

#### 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. Council monitors its performance against budget and undertakes long term financial modelling to inform decision making.

#### 3.5 Delegated Authority Implications Nil identified

#### 3.6 Financial Implications

As at the end of June 2020, Council's operating result is \$76.81 million and the capital expenditure incurred amounted to \$204.6 million. All financial results at this stage are preliminary and subject to possible change during audit.

The Coronavirus pandemic impacted some of Council's revenues and contributed to additional operating costs as Council brought forward certain maintenance works and provided assistance through community infrastructure and hardship grants.

The ending operating surplus ratio and net financial liabilities ratio remain strong.

- Operating surplus ratio was 14.1% (Budget 14.4%)
- Net financial liabilities ratio was 21.8% (Budget 21.4%)

Other strong financial indicators are:

- Current ratio was 3.36 (ideally above 3.0)
- Cash expenses cover was 12.24 months (ideally above 6 months)
- Interest cover ratio was 15.41 months (ideally above 6 months)

#### 3.7 Economic Benefit Implications Nil identified

# Moreton Bay Regional Council

GENERAL MEETING - 514  
19 August 2020

PAGE 97  
Agenda

---

*ITEM 6.2 MONTHLY REPORTING PACKAGE - 30 JUNE 2020 - A20350479 (Cont.)*

- 3.8 Environmental Implications  Nil identified
- 3.9 Social Implications  Nil identified
- 3.10 Human Rights Implications  Nil identified
- 3.11 Consultation / Communication  
Director Finance and Corporate Services and Accounting Services Manager.

***SUPPORTING INFORMATION***

**Ref: [A20348134](#)**

The following list of supporting information is provided for:

**ITEM 6.2  
MONTHLY REPORTING PACKAGE - 30 JUNE 2020**

***#1 Monthly Financial Report - 30 June 2020***

**ITEM 6.3**  
**AMENDMENT TO COUNCIL'S BUDGET FOR 2020/21**

*Meeting / Session:* 6 FINANCE & CORPORATE SERVICES  
*Reference:* A20315890 : 23 July 2020 - **Refer Supporting Information A20355959**  
*Responsible Officer:* DC, Accounting Services Manager (FCS Accounting Services)

---

**Executive Summary**

The purpose of this report is to adopt the amended Council Budget for 2020/21.

**OFFICER'S RECOMMENDATION**

That pursuant to section 169 and 170 of the Local Government Regulation 2012, Council adopts the amended budget for the 2020/21 financial year, as tabled, incorporating:

- a) Statement of Income and Expenditure (Long Term Financial Forecast, 10 years);
- b) Statement of Financial Position (Long Term Financial Forecast, 10 Years);
- c) Statement of Cash Flows (10 Years);
- d) Statement of Changes in Equity (10 Years);
- e) Measures of Financial Sustainability (10 years);
- f) The total value of the change expressed as a percentage in the rates and utility charges;
- g) Additional Legislative Disclosures (no change);
- h) Revenue Policy 2020/21 (no change);
- i) Revenue Statement 2020/21 (no change); and
- j) Benefitted Area Maps (no change).

ITEM 6.3 AMENDMENT TO COUNCIL'S BUDGET FOR 2020/21 - A20315890 (Cont.)

**REPORT DETAIL**

**1. Background**

At the end of the 2019/20 financial year there were numerous projects that had not spent their budget allocation as works were incomplete. These projects will continue to completion during 2020/21 however no budget allocation currently exists within Council's 2020/21 Adopted Budget.

Accordingly, it is necessary to "carry over" these unspent budget funds from 2019/20 into 2020/21. Due to the quantum of unspent budget funds that is required to be carried over, it will be essential that the 2020/21 Adopted Budget be amended to reflect the increased level of expenditure forecast.

**2. Explanation of Item**

The "carrying over" of unspent budgets is not automatic and only applies to capital and operating projects where a specific request has been made to do so. Additional carry overs may also be required where Council is in receipt of grant funding tied to specific operating expenditures.

In total, the following budgets are requested to be carried over into 2020/21.

Unspent Capital Budgets	\$21,581,333 million
Unspent Operating Budgets	\$ 5,967,358 million
Total	<u>\$27,548,691 million</u>

The above requests translate into adding an additional \$27.5 million dollars of expenditure to Council's 2020/21 Budget.

The "carry over" expenditure to be added to the budget is essentially a timing difference as it represents commitments the Council has already made in 2019/20, however they will be delivered in 2020/21.

Accordingly, the Council's Amended Budget for 2020/21 is presented for adoption incorporating all the relevant documents that have changed as a result of carrying over the unspent budgets from 2019/20 as outlined.

It should be noted that some elements of the Amended Budget are not changing as indicated in the recommendations.

**3. Strategic Implications**

3.1 Legislative / Legal Implications

In accordance with sections 169 and 170 of the Local Government Regulation 2012 the Council may amend its annual budget during the financial year.

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

Nil identified

3.4 Risk Management Implications

Organisationally there are a wide number of strategic and operational risks that can impact on the delivery of Council's Budget. Of particular concern for 2020/21 is the ongoing COVID-19 pandemic and the financial impacts that may occur as a result in the short and long term. Council has included a number of estimated financial impacts in the formulation of the budget and will continue to monitor the ongoing COVID-19 situation to determine if further refinement is required as the year progresses.

3.5 Delegated Authority Implications

Nil identified

*ITEM 6.3 AMENDMENT TO COUNCIL'S BUDGET FOR 2020/21 - A20315890 (Cont.)*

3.6 Financial Implications

The amended budget for 2020/21 includes an additional \$27.5 million in expenditure which impacts on the financial performance and position of Council previously adopted. This increase has been modelled using the Long term Financial Forecast (LTFF) model and Council's key financial metrics, including the three disclosed ratios adopted as part of this amended budget, still reflect outcomes consistent with good long term financial sustainability.

Council's budget will be subject to a further review in October 2020.

3.7 Economic Benefit Implications

The Council's annual budget facilitates significant infrastructure expenditure, maintenance activities and other services that offer an economic stimulus to the region through employment and business development.

3.8 Environmental Implications  Nil identified

3.9 Social Implications  Nil identified

3.10 Human Rights Implications  Nil identified

3.11 Consultation / Communication

Chief Executive Officer, Directors, Managers and other officers of Council as required.

**SUPPORTING INFORMATION**

**Ref: [A20355959](#)**

The following list of supporting information is provided for:

**ITEM 6.3  
AMENDMENT TO COUNCIL'S BUDGET FOR 2020/21**

***#1 Council's Amended Budget for 2020/21***

**11. NOTIFIED GENERAL BUSINESS ITEMS OR RESPONSE TO QUESTIONS TAKEN ON NOTICE**

---

Consideration of notified general business items or responses to questions taken on notice.

**12. CLOSED SESSION**

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*(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.

**RESOLUTION to move into closed session** to discuss confidential matters.

*Motions, other than procedural motions, cannot be moved in closed session.*

**RESOLUTION to reconvene in open session** to decide those matters discussed whilst in closed session.

---

**12a. CONFIDENTIAL OFFICERS' REPORTS TO COUNCIL**

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**ITEM C.1 – CONFIDENTIAL**  
**REDCLIFFE AERODROME LEASING MATTERS**

**Meeting / Session:** **5 COMMUNITY & ENVIRONMENTAL SERVICES (Cr M Gillam)**  
**Reference:** A20324273 : 5 August 2020  
**Responsible Officer:** AS, Manager Property Services (CES Property & Commercial Services)

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**Basis of Confidentiality**

Pursuant to s275 (1) of the Local Government Regulation 2012, clause (e), as the matter involves contracts proposed to be made by the Council.

**Executive Summary**

This report seeks a Council resolution to adopt lease rental rates and lease tenure terms at the Redcliffe Aerodrome.

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**12b. CONFIDENTIAL GENERAL BUSINESS**

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No items for consideration.



# MINUTES

## GENERAL MEETING

**Wednesday 5 August 2020**  
commencing at 9.33am

Strathpine Chambers  
220 Gympie Road, Strathpine

Pursuant to section 277E of the Local Government Regulation 2012 it is considered not practicable for the public to attend the meeting because of health and safety reasons associated with the public health emergency involving COVID-19.

**Accordingly, this meeting was physically closed to the public.**  
However, was live-streamed via a link on Council's website

**UNCONFIRMED**

LIST OF ITEMS

1.	<b>ACKNOWLEDGEMENT OF COUNTRY</b>	1441
2.	<b>OPENING PRAYER / REFLECTION</b>	1441
3.	<b>ATTENDANCE &amp; APOLOGIES</b>	1441
4.	<b>MEMORIALS OR CONDOLENCES</b>	1441
5.	<b>A) CONFIRMATION OF MINUTES FROM PREVIOUS GENERAL MEETING</b>	1442
	General Meeting - 22 July 2020 (Pages 20/1320 to 20/1440)	1442
	<b>RESOLUTION</b>	
6.	<b>PRESENTATION OF PETITIONS</b>	1442
	<i>(Addressed to the Council and tabled by Councillors)</i>	
6.1.	Petition - Annette Savery: Change duplicate street names in Caboolture (A20329132)	
7.	<b>CORRESPONDENCE</b>	1442
8.	<b>DEPUTATIONS / COMMUNITY COMMENT</b>	1442
9.	<b>NOTICES OF MOTION (Repeal or amendment of resolutions)</b>	1442
	<i>(s262 of the Local Government Regulation 2012)</i>	
10.	<b>OFFICERS' REPORTS TO COUNCIL (conducted in Sessions)</b>	1443
	<i>(as referred by the Chief Executive Officer)</i>	
	<b>1 GOVERNANCE &amp; ENGAGEMENT SESSION (Cr P Flannery, Mayor)</b>	1444
	<b>ITEM 1.1</b>	1444
	DRAFT REGIONAL ECONOMIC DEVELOPMENT STRATEGY (FOR PUBLIC CONSULTATION)	
	<b>RESOLUTION</b>	
	REPORT DETAIL	
	<b>ITEM 1.2</b>	1448
	INVESTMENT ATTRACTION POLICY	
	<b>RESOLUTION</b>	
	REPORT DETAIL	
	<b>ITEM 1.3</b>	1451
	DRAFT POLICY - LAND BUYBACK PROGRAM FOR ENVIRONMENTAL PURPOSES	
	<b>RESOLUTION</b>	
	REPORT DETAIL	

# Moreton Bay Regional Council

GENERAL MEETING - 513  
5 August 2020

PAGE b  
Minutes

<b>ITEM 1.4</b> COUNCIL DELEGATION TO CHIEF EXECUTIVE OFFICER - FINANCIAL AND CONTRACTUAL <b>RESOLUTION</b> REPORT DETAIL	<b>1454</b>
<b>ITEM 1.5</b> APPOINTMENT BOARD OF DIRECTORS - MILLOVATE PTY LTD <b>RESOLUTION</b> REPORT DETAIL	<b>1458</b>
<b>ITEM 1.6</b> 124 <sup>TH</sup> ANNUAL LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND (LGAQ) CONFERENCE - ATTENDANCE AND DELEGATES <b>RESOLUTION</b> REPORT DETAIL	<b>1463</b>
<b>ITEM 1.7</b> 124 <sup>TH</sup> ANNUAL LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND CONFERENCE - MORETON BAY REGIONAL COUNCIL MOTION <b>RESOLUTION</b> REPORT DETAIL	<b>1466</b>
<b>ITEM 1.8</b> ADOPTION OF RNA SHOW HOLIDAY 2021 - MORETON BAY REGION <b>RESOLUTION</b> REPORT DETAIL	<b>1468</b>
<b>2 INFRASTRUCTURE PLANNING SESSION (Cr A Hain)</b>	<b>1471</b>
<b>3 ENGINEERING, CONSTRUCTION &amp; MAINTENANCE SESSION (Cr B Savige)</b>	<b>1471</b>
<b>4 PLANNING SESSION (Cr D Grimwade)</b>	<b>1472</b>
<b>ITEM 4.1</b> LAND BUYBACK PROGRAM FOR ENVIRONMENTAL PURPOSES - DRAFT PRIORITY ACQUISITION LIST <b>RESOLUTION</b> REPORT DETAIL	<b>1472</b>
<b>5 COMMUNITY &amp; ENVIRONMENTAL SERVICES SESSION (Cr M Gillam)</b>	<b>1475</b>
<b>ITEM 5.1</b> COUNCIL OPERATIONAL ARRANGEMENTS - CHRISTMAS NEW YEAR PERIOD 2020 - REPORT <b>RESOLUTION</b> REPORT DETAIL	<b>1475</b>
<b>ITEM 5.2</b> SWEENEY RESERVE DOG OFF-LEASH FACILITY RELOCATION <b>RESOLUTION</b> REPORT DETAIL	<b>1478</b>

# Moreton Bay Regional Council

GENERAL MEETING - 513  
5 August 2020

PAGE c  
Minutes

<b>ITEM 5.3</b>	<b>1484</b>
MATHIESON PARK CHANGEROOMS - ADDITIONAL COUNCIL FUNDING CONTRIBUTION	
<b>RESOLUTION</b>	
REPORT DETAIL	
<b>6 FINANCE &amp; CORPORATE SERVICES SESSION (Cr M Constance)</b>	<b>1488</b>
<b>ITEM 6.1</b>	<b>1488</b>
WRITE-OFF SUNDRY DEBTS AND INTEREST - Q4 2019/2020	
<b>RESOLUTION</b>	
REPORT DETAIL	
<b>ITEM 6.2</b>	<b>1491</b>
ANNUAL VALUATION FOR RATING PURPOSES	
<b>RESOLUTION</b>	
REPORT DETAIL	
<b>11. NOTIFIED GENERAL BUSINESS ITEMS OR RESPONSE TO QUESTIONS TAKEN ON NOTICE</b>	<b>1494</b>
<b>ITEM 11.1</b>	<b>1494</b>
MBRC PLANNING SCHEME AMENDMENT - OFF-STREET CAR PARKING	
<b>RESOLUTION</b>	
<b>ITEM 11.2</b>	<b>1494</b>
2020 QUEENSLAND LANDSCAPE ARCHITECTURE AWARD	
<b>ITEM 11.3</b>	<b>1494</b>
MORETON BAY REGIONAL COUNCIL - AQUATIC FACILITY UPGRADES	
<b>RESOLUTION</b>	
<b>12. CLOSED SESSION</b>	<b>1495</b>
<i>(s275 of the Local Government Regulation 2012)</i>	
<b>ITEM C.1 - DECLARATION OF INTEREST</b>	<b>1495</b>
<i>Conflict of Interest - Declaration - Cr Darren Grimwade</i>	<b>1495</b>
<b>12a. CONFIDENTIAL OFFICERS' REPORTS TO COUNCIL</b>	<b>1496</b>
<b>ITEM C.1 – CONFIDENTIAL</b>	<b>1496</b>
PREFERRED SUPPLIER - CDM SMITH AUSTRALIA PTY LTD	
<b>RESOLUTION</b>	
<b>12b. CONFIDENTIAL GENERAL BUSINESS</b>	<b>1497</b>
<b>13. CLOSURE</b>	<b>1497</b>

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## 1. ACKNOWLEDGEMENT OF COUNTRY

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The Mayor provided the Acknowledgement of Country.

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## 2. OPENING PRAYER / REFLECTION

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The Mayor provided the opening prayer / reflection for the meeting.

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## 3. ATTENDANCE & APOLOGIES

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### **Attendance:**

Cr Peter Flannery (Mayor) (Chairperson)  
Cr Brooke Savige  
Cr Mark Booth  
Cr Adam Hain  
Cr Jodie Shipway  
Cr Sandra Ruck  
Cr Karl Winchester  
Cr Denise Sims (Deputy Mayor)  
Cr Mick Gillam  
Cr Cath Tonks  
Cr Matt Constance  
Cr Darren Grimwade  
Cr Tony Latter

Chief Executive Officer	(Mr Greg Chemello)
Deputy CEO/Director Engineering, Construction & Maintenance	(Mr Tony Martini)
Director Community & Environmental Services	(Mr Bill Halpin)
Director Finance & Corporate Services	(Ms Donna Gregory)
Director Infrastructure Planning	(Mr Andrew Ryan)
Director Planning	(Mr David Corkill)
Executive Support Officer	(Larissa Kerrisk)

### **Apologies:**

Nil.

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## 4. MEMORIALS OR CONDOLENCES

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Councillors observed a moment's silence in memory of residents who had passed away, noting Council's sympathy.

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**5. A) CONFIRMATION OF MINUTES FROM PREVIOUS GENERAL MEETING**

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**General Meeting - 22 July 2020 (Pages 20/1320 to 20/1440)**

**RESOLUTION**

Moved by Cr Denise Sims (Deputy Mayor)

Seconded by Cr Tony Latter

CARRIED 13/0

That the minutes of the General Meeting held 22 July 2020, be confirmed.

---

**6. PRESENTATION OF PETITIONS**

*(Addressed to the Council and tabled by Councillors)*

---

**6.1. Petition - Annette Savery: Change duplicate street names in Caboolture (A20329132)**

---

Cr Adam Hain tabled a petition containing 14 signatures, received from Annette Savery reading as follows:

*"A new development off King Street in Caboolture includes the street names Kapyong Crescent and Long Tan Close. Kapyong Road and Long Tan Drive already exist in Caboolture off Pumicestone Road only 6km away.*

*This duplication is already causing issues for residents of Kapyong Road and Long Tan Drive including people and deliveries going to the incorrect address. This will only be exacerbated when the Kapyong Road extension including an additional 19 blocks through to Flowers Road is completed."*

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

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**7. CORRESPONDENCE**

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There was no correspondence for tabling.

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**8. DEPUTATIONS / COMMUNITY COMMENT**

---

There were no participants in the Deputations / Community Comment session for this meeting.

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**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 appointed Portfolio Councillor will facilitate the conduct of the respective session under the control of the Mayor as the Presiding Officer.

Session	Portfolio Councillor	Deputy Portfolio Councillor
<b>1 Governance &amp; Engagement</b>	Cr P Flannery (Mayor)	Cr D Sims (Deputy Mayor)
<b>2 Infrastructure Planning</b>	Cr A Hain	C T Latter
<b>3 Engineering, Construction &amp; Maintenance</b>	Cr B Savige	Cr C Tonks
<b>4 Planning</b>	Cr D Grimwade	Cr K Winchester / Cr M Booth
<b>5 Community &amp; Environmental Services</b>	Cr M Gillam	Cr S Ruck
<b>6 Finance &amp; Corporate Services</b>	Cr M Constance	Cr J Shipway

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**1 GOVERNANCE & ENGAGEMENT SESSION**

(Cr P Flannery, Mayor)

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**ITEM 1.1  
DRAFT REGIONAL ECONOMIC DEVELOPMENT STRATEGY (FOR PUBLIC  
CONSULTATION)**

*Meeting / Session:* 1 GOVERNANCE & ENGAGEMENT  
*Reference:* A20324392 : 27 July 2020 - **Refer Supporting Information A20347263**  
*Responsible Officer:* Andrew Lintern, Team Leader Economic Development & Innovation (CEO  
Economic Development)

---

**Executive Summary**

In May 2020, Council embarked on a project to deliver a new Regional Economic Development Strategy (REDS) for the Moreton Bay Region, providing short to medium term and longer-term directions to foster economic development in the region.

This strategy outlines the vision for our regional economy including goals and objectives, provide a structured process for the implementation of policies and initiatives which will drive economic development and growth in the region and enable progress to be easily assessed against measurable deliverables and take into consideration initial actions to assist the region recover from the Covid19 pandemic.

The purpose of this report is to seek Council's adoption of the Draft Regional Economic Development Strategy for Public Consultation.

---

**RESOLUTION**

---

Moved by Cr Mick Gillam

Seconded by Cr Karl Winchester

CARRIED 13/0

**That the Draft Regional Economic Development Strategy be adopted for public consultation, as appearing in supporting information #1.**

ITEM 1.1 DRAFT REGIONAL ECONOMIC DEVELOPMENT STRATEGY (FOR PUBLIC CONSULTATION) - A20324392 (Cont.)

## OFFICER'S RECOMMENDATION

That the Draft Regional Economic Development Strategy be adopted for public consultation, as appearing in supporting information #1.

## **REPORT DETAIL**

### **1. Background**

The previous MBRC Economic Development Strategy (EDS) was prepared in 2010 and contains a wealth of baseline information that is relevant for consideration. The existing strategy was a flexible document with a primary goal of achieving 70% employment self-containment rate (SCR) by 2031.

The previous EDS had a strong focus on traditional industries and provided a robust platform after council amalgamations in 2008 to support this traditional economic base. However, the new Moreton Bay Region, as Australia's third largest Local Government by population, has experienced significant region shaping changes including infrastructure projects like the Redcliffe Peninsula rail line (2016) and The Mill at Moreton Bay University Precinct (2020). In addition, global technologies have advanced, regional and global economic foundations and outlook have shifted dramatically since the initial 2010 EDS was formulated. The Moreton Bay Region has also added 80,000 residents since the release of the EDS and is expected to add another 240,000 residents by 2041 - to a total resident population of approximately 690,000. By 2031 Moreton Bay Region will have exceeded the population size of the State of Tasmania, as indicated by respective State government population projections

A new strategy is required which recognises, leverages and capitalises on the opportunities associated with these changes whilst also acknowledging the region's traditional industries and growth sectors.

The REDS will complement the new Regional Growth Management Strategy (RGMS) which is being initiated to plan for urban expansion areas. The REDS will also provide the opportunity to shape a resilient and sustainable regional economy to help realise our vision of the region's future.

Four Council briefings were conducted on 20 May, 3 June, 17 June and 1 July 2020 to enable further advice and reviews to be provided to the Council on the matter.

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

The vision, attitudes and aspirations of our community leaders in the public and private sectors have been captured to capitalise on new and exciting opportunities for the Region. This requires a concerted effort by government, industry and business to create a more prosperous community.

This new direction for the Moreton Bay Region will drive a **bigger** region, a **bolder** identity and a **brighter** future for the local residents over the next twenty years.

The strategy has **four pillars** and a range of key initiatives under each pillar that will guide the future economic development efforts of the region:

The strategy focuses on **key industries and sectors** that are high value adding, export focused and will provide the transition of the local economy.

Collaboration is also central to this strategy. There are a large number of important stakeholders that combined can deliver the bigger, bolder and brighter future. A new delivery framework has been designed to harness the collective strength of key economic development stakeholders and provide a platform for a unified and collaborative approach to economic development.

ITEM 1.1 DRAFT REGIONAL ECONOMIC DEVELOPMENT STRATEGY (FOR PUBLIC CONSULTATION) -  
A20324392 (Cont.)

A detailed implementation plan will be developed to carry out the Moreton Bay Regional Economic Development Strategy on an annual basis. The plan will align to the structure of this strategy and its key initiatives and provide measurable actions that can deliver the brighter and bolder future envisioned in this strategy.

An annual economic scorecard will be developed to not only track progress towards the identified goals. This economic scorecard will also capture a variety of annual changes and other trends across the region and across the economy.

**3. Strategic Implications**

3.1 Legislative / Legal Implications

Local Government Act 2009  
Planning Act 2016  
Planning Regulation 2017  
Economic Development Act 2012  
Economic Development Regulation 2013

3.2 Corporate Plan / Operational Plan

Creating Opportunities: Local jobs for residents - an innovative and thriving economy.  
Creating Opportunities: Well-planned growth - a sustainable and well-planned community.

3.3 Policy Implications

Community Plan 2011-2021  
Corporate Plan 2017-2022

3.4 Risk Management Implications

The draft REDS will be managed to minimise operational and implementation risks, and any issues identified will be managed in a transparent manner. A yearly review of the Strategy is proposed through the implementation plan and development of an economic scorecard, to ensure targets outlined in the Strategy are measured and achievable.

3.5 Delegated Authority Implications  Nil identified

3.6 Financial Implications

Future consideration to Council budgets through the implementation of this strategy includes budget and funding to carry out associated implementation and action planning of specific projects and activities.

3.7 Economic Benefit Implications

Without a vibrant and growing economy, there would be a lack of jobs, income and wealth, which in turn would cause a number of far reaching social and community issues. This strategy provides a framework of actions to ensure a strong and vibrant local economy including the creation of jobs which will lead economic and community benefits for the region.

3.8 Environmental Implications  Nil identified

3.9 Social Implications  Nil identified

3.10 Human Rights Implications  Nil identified

*ITEM 1.1 DRAFT REGIONAL ECONOMIC DEVELOPMENT STRATEGY (FOR PUBLIC CONSULTATION) - A20324392 (Cont.)*

3.11 Consultation / Communication

Mayor and Councillors  
MBRC Chief Executive Officer  
MBRC Executive Management Team  
MBRC Economic Development Team  
Queensland Department of State Development, Tourism and Innovation (formerly DSDMIP)  
Moreton Bay Region Industry & Tourism (MBRIT)  
Regional Development Australia - Moreton Bay  
University of the Sunshine Coast (USC)  
Chambers of Commerce in the Moreton Bay Region  
Industry Sector Discussion Panels, and  
Economic Recovery Roadmap Survey

UNCONFIRMED

**ITEM 1.2**  
**INVESTMENT ATTRACTION POLICY**

*Meeting / Session:* 1 GOVERNANCE & ENGAGEMENT  
*Reference:* A20312865 : 23 July 2020 - **Refer Supporting Information A20229703**  
*Responsible Officer:* AL, Team Leader Economic Development & Innovation (CEO Economic Development)

**Executive Summary**

As part of Council's ongoing commitment to facilitate economic development within our region and to assist in the economic recovery to the COVID-19 pandemic, there is a need to stimulate this economic growth through investment attraction, particularly to targeted businesses and sectors to relocate or establish new operations within the Moreton Bay Region.

To facilitate such opportunities, an Investment Attraction Policy has been drafted to assist Council in evaluating the economic benefits of proposals which will create jobs and expand the regional economy. This proposed policy will apply to prospective businesses which express interest in relocating or establishing operations or expanding their current operations within the Moreton Bay region which results in job creation and expanding the regional economy.

The purpose of this report is to seek Council's adoption of the Investment Attraction Policy (Policy 2150-117).

**RESOLUTION**

**Moved by Cr Matt Constance**  
**Seconded by Cr Adam Hain**

**CARRIED 13/0**

**That the Investment Attraction Policy be adopted, as appearing in supporting information #1.**

ITEM 1.2 INVESTMENT ATTRACTION POLICY - A20312865 (Cont.)

**OFFICER'S RECOMMENDATION**

That the Investment Attraction Policy be adopted, as appearing in supporting information #1.

**REPORT DETAIL**

**1. Background**

Council supports strong sustainable economic growth within the Moreton Bay local government area.

Investment attraction is a key target area of council's Economic Development Action Plan 2017-2022, with a focus on facilitating investment opportunities. The new Regional Economic Development Strategy currently being prepared will identify key target industry sectors to develop including advanced manufacturing, agri-business and others.

The COVID-19 pandemic has created serious and significant impacts on local businesses within the Moreton Bay region. Based on the latest information available from the Commonwealth Government, job losses due to the COVID-19 pandemic are estimated at 12,400 (based on data from April 2020). These job losses have adversely impacted many families across our region and immediate action from Council is required to support our community in general (and these affected families indirectly).

Council is committed to supporting new investment and development opportunities in the Moreton Bay region through a variety of incentives, which create jobs and diversify the industry composition of the regional economy.

A Council briefing was conducted on 22 July 2020 for the purpose of sharing information and providing advice/views to the Council on the matter. In line with Council's decision-making framework, an extract from the minutes of the briefing, is provided below:

*BRIEFING 3 INVESTMENT ATTRACTION POLICY (22 July 2020)*

**The CEO noted the way forward:**

The Investment Attraction Policy be brought to the next General Meeting for consideration to adopt.

**2. Explanation of Item**

The objective of Investment Attraction Policy is to attract investment and developments that will stimulate and diversify the economy of the Moreton Bay region, act as a mechanism to support economic growth, and encourage existing businesses to expand the regional economy through the creation of new jobs and investment.

It establishes:

- (1) the types of investment attraction incentives that are available;
- (2) eligibility criteria for accessing investment attraction incentives; and
- (3) a framework for Council to evaluate incentives to ensure they provide the maximum benefit to the region.

The Policy applies to any existing business, or yet to be established business, or agents thereof, that have informed Council in writing of their intention to locate or, relocate and/or expand their current operations into Council's local government area.

This policy does not apply where a business is threatened by closure or downsizing due to market factors or other reasons. Furthermore, it does not apply to marginal and/or speculative development, or new or expanding businesses that are servicing population growth in a local area. Investment attraction incentives will not be provided retrospectively.

ITEM 1.2 INVESTMENT ATTRACTION POLICY - A20312865 (Cont.)

This policy will be reviewed for applicability, effectiveness, and consistency with relevant legislation, Council resolutions, and other Council documents as part of the COVID-19 recovery process. A review of this policy will occur within 12 months of adoption.

The impact of this policy will be measured by the overall number of successful applications for investment attraction incentives, and an increase in jobs over time.

**3. Strategic Implications**

3.1 Legislative / Legal Implications

Local Government Act 2009  
Planning Act 2016  
Planning Regulation 2017  
Economic Development Act 2012  
Economic Development Regulation 2013

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

Community Plan 2011-2021  
Corporate Plan 2017-2022  
Economic Development Action Plan 2017-2022  
Procurement Policy 2150-006 (27 May 2020)  
Council Rates and Charges - Financial Hardship Policy 2150-113 (25 March 2020)

3.4 Risk Management Implications

Application and evaluation process are outlined in the policy, with risk management to be undertaken through the eligibility requirements and application process. This is to ensure appropriate risks are managed and any incentives are provided in a transparent manner. A review of this policy will occur within 12 months of adoption.

3.5 Delegated Authority Implications

Applications will be assessed by Council officers and be presented to a Council Meeting for final acceptance.

3.6 Financial Implications

Future consideration to Council budgets through the implementation of this policy includes waiving of Council related application fees and charges, along with any deferred and/or discounted payment of infrastructure charges.

3.7 Economic Benefit Implications

Attracting investment and developments will stimulate and diversify the economy of the Moreton Bay region. Encouraging new businesses to relocate or set up their operations in the region and existing businesses to expand, will benefit the regional economy through the creation of new jobs and investment.

3.8 Environmental Implications  Nil identified

3.9 Social Implications  Nil identified

3.10 Human Rights Implications  Nil identified

3.11 Consultation / Communication

Chief Executive Officer  
Director Planning  
Manager Developmental Services

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**ITEM 1.3**  
**DRAFT POLICY - LAND BUYBACK PROGRAM FOR ENVIRONMENTAL PURPOSES**

*Meeting / Session:* 1 GOVERNANCE & ENGAGEMENT  
*Reference:* A20312699 : 27 July 2020 - **Refer Supporting Information A20304125**  
*Responsible Officer:* NT Senior Environment Officer (PL Directorate)

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**Executive Summary**

The proposal for the introduction on a Land Buyback for Environmental Purposes program was initiated in the Mayor's commencement speech on 29 April 2020.

Council's 2020-21 budget statement includes the Regional Infrastructure and Environment charge, which will provide revenue for application under the Policy - Land Buyback Program for Environmental Purposes.

The Planning Division have led the preparation of a draft Policy for a Land Buyback Program for Environmental Purposes, as contained in supporting information #1 to this report for consideration.

A Council briefing was conducted on 29 July 2020 for the purpose of sharing information and providing advice/views to the Council on the matter. Noting that a report and the policy will be submitted to the General Meeting for consideration to adopt.

The purpose of this report is to seek Council's adoption of the draft Policy for a Land Buyback Program for Environmental Purposes.

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**RESOLUTION**

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**Moved by Cr Tony Latter**

**Seconded by Cr Matt Constance**

**CARRIED 13/0**

**That the Policy for the Land Buyback Program for Environmental Purposes be adopted, as provided in supporting information #1 to this report.**

ITEM 1.3 DRAFT POLICY - LAND BUYBACK PROGRAM FOR ENVIRONMENTAL PURPOSES - A20312699 :  
(Cont.)

## OFFICER'S RECOMMENDATION

That the Policy for the Land Buyback Program for Environmental Purposes be adopted, as provided in supporting information #1 to this report.

## **REPORT DETAIL**

### **1. Background**

Local government environmental land acquisition programs have been in place in South East Queensland (SEQ) since the early 1990's. Common to these programs is the raising of funds through a separate charge or levy on rateable properties for the acquisition of land for environmental and conservation purposes.

Following the Mayor's commencement speech on 29 April 2020, the Planning Division have prepared a draft policy for a Land Buyback Program for Environmental Purposes.

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

A well-planned land acquisition program can:

- Consolidate or connect natural areas and corridors.
- Protect the region's biodiversity, ecosystems and natural process.
- Help Council deliver on strategic commitments regarding nature conservation, biodiversity protection and healthy ecosystems.
- Compliment the open space and green infrastructure network.
- Provide recreational, health and lifestyle benefits to the community.

The main components of the draft Policy for the Land Buyback Program for Environmental Purposes are:

#### Strategic Focus

Acquisition is proposed to be prioritised according to an explicit set of principles and criteria involving a strategic evaluation of land across the Moreton Bay Region. Land will be acquired based on its contribution to the region's conservation network. Where necessary lands acquired will be restored or rehabilitated to enhance environmental values.

#### Value for money

Land that can be secured for conservation by other means will not be acquired through the land acquisition program, except in extenuating circumstances. Prioritisation of sites will initially be based on consideration of environmental values and threat. More detailed assessment of individual properties will take into account more detailed evaluation of environmental factors, benefit to the community through acquisition, and the cost to purchase, maintain and manage land relative to expected conservation outcomes. Acquisitions will progress on the basis of fair market value.

#### Method of acquisition

A confidential list of potential acquisitions will be developed based on defined prioritisation criteria. The list will guide a proactive approach to voluntary acquisition (the preferred method of buyback). Council will formally consider and decide potential acquisitions and specific property acquisitions supported by information provided by staff responsible for the administration of the Program.

#### Planning

Prior to acquisition of individual properties, detailed consideration will be given to the nature and extent of rehabilitation works required for the potential site, whether it could support recreational use, and whether any part of the site could be disposed of at a later date (with or without zone changes, covenant or other protective mechanism).

ITEM 1.3 DRAFT POLICY - LAND BUYBACK PROGRAM FOR ENVIRONMENTAL PURPOSES - A20312699 :  
(Cont.)

**3. Strategic Implications**

3.1 Legislative / Legal Implications

The Draft Policy - Land Buyback Program for Environmental Purposes has been drafted by Legal Services with instruction by Environmental Planning and Policy.

3.2 Corporate Plan / Operational Plan

Valuing Lifestyle: Healthy natural environment - a clean and healthy environment.

3.3 Policy Implications

The Policy will guide the expenditure of revenues gathered under the Regional Infrastructure and Environment Charge part (b) to acquire, restore and rehabilitate environmentally significant land to conserve the region's ecological communities and environmental values for the benefit of the community in the present and future.

3.4 Risk Management Implications

There is a risk that property prices could become inflated if the Council's deliberations on acquisition matters are not kept confidential.

3.5 Delegated Authority Implications

Acquisition of properties will require delegation of authority to the CEO or the Manager, Property Services to enter into contracts for land acquisition on Council's behalf.

3.6 Financial Implications

Implementation of the Policy and associated Program will require a funding mechanism. Council's 2020/21 revenue statement includes a Regional Infrastructure and Environment Charge to provide the primary funding mechanism for implementation of the Policy and associated Program.

3.7 Economic Benefit Implications

The Council's 2020-21 revenue statement notes that the conservation of environmental land confers a general benefit on all rateable land.

3.8 Environmental Implications

The Policy and associated Program will help conserve the Region's ecological communities and environmental values.

3.9 Social Implications

The Policy and associated Program will help expand and enrich the Region's conservation network for the benefit of the community in the present and in future.

3.10 Human Rights Implications

Under the *Human Rights Act 2019 (Qld)*, Council must not make a decision which is incompatible with a person's human rights. Council must also give proper consideration to any human rights relevant to its decision. Council's decision in this circumstance may affect a person's property rights, including a person's right to not be arbitrarily deprived of their property. Officers consider that Council's decision in this circumstance (if it reflects the officer's recommendation) is compatible with (and does not limit) a person's property rights because there are sound and lawful reasons for the acquisition as set out in this report.

3.11 Consultation / Communication

The draft policy has been developed in consultation with Executive Services, Finance and Corporate Services, and the Office of the Chief Executive Officer.

**ITEM 1.4  
COUNCIL DELEGATION TO CHIEF EXECUTIVE OFFICER - FINANCIAL AND CONTRACTUAL**

*Meeting / Session:* 1 GOVERNANCE  
*Reference:* A20303316 : 16 July 2020  
*Responsible Officer:* KCF, Senior Legal Officer (CEO Legal Services)

**Executive Summary**

The *Local Government Act 2009* (the Act) requires the Chief Executive Officer (CEO) to establish a Register of Delegations which must record all delegations by the Council, Mayor or the CEO.

Section 257(5) of the Act requires delegations from the Council to the CEO to be reviewed annually by the local government.

The CEO has existing separate delegations from Council to:

- (1) authorise the expenditure of money (financial delegation); and
- (2) enter into contracts (contractual delegation).

Council has historically delegated to the CEO authority to approve expenditure without financial limit for any matter within a previously-approved annual budget. The genesis of this delegation can be traced back to the Transition Action Plan (TAP) adopted at the time of amalgamation of the three former Councils (Redcliffe City Council, Pine Rivers Shire Council and Caboolture Shire Council).

A Council briefing was conducted on 29 July 2020 for the purpose of sharing information and providing advice/views to the Council on the matter. Noting that a report will be submitted to the General Meeting for consideration to adopt.

This report recommends a revision of both the CEO's financial and contractual delegations to better reflect operational needs while enabling efficient and effective operational decisions to be made. Pursuant to the Act, the CEO may on-delegate such functions and powers to suitably qualified officers, if and where appropriate.

**RESOLUTION**

Moved by Cr Adam Hain

Seconded by Cr Jodie Shipway

CARRIED 13/0

1. That pursuant to section 257 of the *Local Government Act 2009*, Council delegates to the Chief Executive Officer its power to authorise expenditure of money up to and including the amount of \$25,000,000 subject to the following criteria:
  - a) the expenditure is in accordance with the *Local Government Act 2009*;
  - b) the expenditure has been provided for in Council's annual budget, except in the case of genuine emergency or hardship where the budget does not make provision; and
  - c) the expenditure is not materially greater than the budget allocation.
2. That pursuant to section 257 of the *Local Government Act 2009*, Council delegates to the Chief Executive Officer its power to enter into contracts up to and including the amount of one percent (1%) of Council's net rate and utility charges as stated in Council's audited financial statements included in Council's most recently adopted annual report, subject to the following criteria:
  - a) the contract has been formed in accordance with the *Local Government Act 2009* and Council's Procurement Policy;

*ITEM 1.4 COUNCIL DELEGATION TO CHIEF EXECUTIVE OFFICER - FINANCIAL AND CONTRACTUAL - A20303316 (Cont.)*

- b) **the expenditure under the contract has been provided for in Council's annual budget, except in the case of genuine emergency or hardship where the budget does not make provision;**
  - c) **any contract greater than the budget allocation is to be reported to Council; and**
  - d) **details of contracts in excess of \$500,000 to be reported to Council on a quarterly basis.**
3. **That the Chief Executive Officer be authorised to take all action necessary including, but not limited to, negotiating, making, amending, signing and discharging any of the above contracts and any required variations of the contracts on Council's behalf.**

UNCONFIRMED

*ITEM 1.4 COUNCIL DELEGATION TO CHIEF EXECUTIVE OFFICER - FINANCIAL AND CONTRACTUAL - A20303316 (Cont.)*

## OFFICER'S RECOMMENDATION

1. That pursuant to section 257 of the *Local Government Act 2009*, Council delegates to the Chief Executive Officer its power to authorise expenditure of money up to and including the amount of \$25,000,000 subject to the following criteria:
  - (a) the expenditure is in accordance with the *Local Government Act 2009*;
  - (b) the expenditure has been provided for in Council's annual budget, except in the case of genuine emergency or hardship where the budget does not make provision; and
  - (c) the expenditure is not materially greater than the budget allocation.
2. That pursuant to section 257 of the *Local Government Act 2009*, Council delegates to the Chief Executive Officer its power to enter into contracts up to and including the amount of one percent (1%) of Council's net rate and utility charges as stated in Council's audited financial statements included in Council's most recently adopted annual report, subject to the following criteria:
  - (a) the contract has been formed in accordance with the *Local Government Act 2009* and Council's Procurement Policy;
  - (b) the expenditure under the contract has been provided for in Council's annual budget, except in the case of genuine emergency or hardship where the budget does not make provision;
  - (c) any contract greater than the budget allocation is to be reported to Council; and
  - (d) details of contracts in excess of \$500,000 to be reported to Council on a quarterly basis.
3. That the Chief Executive Officer be authorised to take all action necessary including, but not limited to, negotiating, making, amending, signing and discharging any of the above contracts and any required variations of the contracts on Council's behalf.

## **REPORT DETAIL**

### **1. Background**

The Act requires the CEO to establish a Register of Delegations which must record all delegations by the Council, Mayor or the CEO.

Section 257(5) of the Act requires delegations from the Council to the CEO to be reviewed annually by the local government.

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

The CEO currently has a largely unfettered delegation to authorise expenditure of money for the day-to-day expenses of Council. In respect to awarding and signing contracts, the current delegated authority enables the CEO to accept and sign contracts to a value of \$1.5M.

In order to better reflect the organisation's operational needs and efficiency of service, it is proposed the delegations to the CEO for both financial expenditure and contracting be updated.

## CONTRACT DELEGATION

The current delegated authority of \$1.5M in respect of contract formation is at times not conducive to the most efficient management of projects and formation of contracts. In particular, the obligation to quickly deal with and finalise contracts under the COVID-19 Federal and State Government programs will be imperative. To better avoid the consequence of delay for these and other projects, it is proposed the CEO delegation be increased to an amount equivalent to the sum permitted under the Act during electoral caretaker periods.

ITEM 1.4 COUNCIL DELEGATION TO CHIEF EXECUTIVE OFFICER - FINANCIAL AND CONTRACTUAL - A20303316 (Cont.)

That benchmark is considered appropriate to apply as in essence it reflects the state's view (through the Local Government Act) of an appropriate level of risk to be applied to financial decisions under certain circumstances. By way of example, in the latest March 2020 caretaker period, this was approximately \$3.1M. To be more precise, the amount is defined by the Act as being "1% of Council's net rate and utility charges".

EXPENDITURE DELEGATION

In respect to the delegation to the CEO for expenditure of funds, it is proposed to more clearly limit the existing somewhat unfettered delegation. It is proposed that the delegation be now reduced and set at an amount up to, and including, \$25M. Such a delegation would enable the CEO to continue to make most required expenditure (example Fire levy payments, payroll, insurance, electricity and other routine expenditure of Council). Any expenditure above \$25M will therefore require a formal Council resolution.

All delegations are subject to any limitations of the Local Government Act and Regulation, Council's budget, and the Procurement Policy (where applicable).

Subject to Council delegating its powers to the CEO as contained in this report, the *Local Government Act 2009* enables the CEO to on-delegate such functions and powers to suitably qualified officers, if and where appropriate.

**3. Strategic Implications**

3.1 Legislative/Legal Implications

To be in accordance with the provisions of the Act as outlined in the report.

3.2 Corporate Plan / Operational Plan

Governance & Leadership: Efficient and effective management of Council's operations.

3.3 Policy Implications

To be in accordance with Council's Procurement Policy.

3.4 Risk Management Implications

The regular review of delegations to the CEO will ensure that Council's delegations are up-to-date and accord with legislation.

3.5 Delegated Authority Implications

The adoption and use of the recommended delegations will provide assurance that all Council delegations are current and operationally appropriate. The proposed financial expenditure delegation will result in a reduction in value of the current delegation to the CEO. The proposed contract delegation will be increased and will enable a greater number of tenders to be awarded and contracts entered into without those contracts needing a Council resolution.

3.6 Financial Implications

As provided for in the adopted Budget.

3.7 Economic Benefit  Nil identified

3.8 Environmental Implications  Nil identified

3.9 Social Implications  Nil identified

3.10 Human Rights Implications  Nil identified

3.11 Consultation / Communication

Consultation has been undertaken with the Council as part of a workshop, the Governance Project Team, Legal Services and the Chief Executive Officer.

**ITEM 1.5**

**APPOINTMENT BOARD OF DIRECTORS - MILLOVATE PTY LTD**

*Meeting / Session:* 1 GOVERNANCE & ENGAGEMENT  
*Reference:* A20318807 : 29 July 2020 - Refer **Confidential Supporting Information**  
**A20343347; A20343349; A20343348**  
*Responsible Officer:* GC, Chief Executive Officer (CEOs Office)

**Executive Summary**

On 26 November 2019, Council resolved to establish a beneficial enterprise under the *Local Government Act 2009* to Council to ensure the optimal development of the Council-owned lots within the Priority Development Area (PDA) at The Mill at Moreton Bay.

The registered name of the established company is Millovate Pty Ltd (Millovate).

Council's Chief Executive Officer was authorised to finalise the drafting of and enter into the Governance Documents and to do all things necessary to give effect to Council's resolution on minute page 19/2045-2046 including to form establish and set up the initial operation of the corporation.

This report explains the process undertaken to recruit and appoint the Millovate Board of Directors, for Council's information.

**RESOLUTION**

Moved by Cr Matt Constance

Seconded by Cr Mick Gillam

CARRIED 13/0

That the Chief Executive Officer's report be received noting the following offer of appointments to the Millovate Pty Ltd Board of Directors:

- a) Mr Nigel Chaimer - Chair
- b) John Aitken - Director
- c) Sarah Zeljko - Director
- d) Toni Thornton - Director
- e) Patrice Sherrie - Director
- f) James (Jim) Walker - Director

ITEM 1.5 APPOINTMENT BOARD OF DIRECTORS - MILLOVATE PTY LTD - A20318807 (Cont.)

### OFFICER'S RECOMMENDATION

That the Chief Executive Officer's report be received noting the following offer of appointments to the Millovate Pty Ltd Board of Directors:

- a) Mr Nigel Chaimer - Chair
- b) John Aitken - Director
- c) Sarah Zeljko - Director
- d) Toni Thornton - Director
- e) Patrice Sherrie - Director
- f) James (Jim) Walker - Director

### **REPORT DETAIL**

#### **1. Background**

A Council briefing was conducted on 20 May 2020, to provide the new term of Council with background of the matter, which outlined the following:

1. On 8 October 2019, officers briefed Council on various legal mechanisms which could be used to better secure Council's vision for Council-owned lots within the Mill at Moreton Bay
2. These mechanisms included establishing a "Beneficial Enterprise" – being a company with an independent board to control the development of the Council Land.
3. In the interest of ensuring that the land is properly "activated" and optimally developed Council passed Resolutions to proceed and establish a beneficial enterprise to manage the redevelopment through a Development Oversight Agreement and an associated Development Lease over the developable areas.
4. A recruitment process had commenced to establish the independent board.
5. In early 2020 the CEO conducted a competition within Council to "name" the new company and Millovate Pty Ltd was selected and has now been registered.
6. Ongoing tasks include the preparation of governance documentation and finalising the board members.

In respect of 6 above, a recruitment process to appoint the Chair and Directors of the Millovate Board has been undertaken and finalised.

ITEM 1.5 APPOINTMENT BOARD OF DIRECTORS - MILLOVATE PTY LTD - A20318807 (Cont.)

**2. Explanation of Item**

At its General Meeting of 26 November 2019 (Page 19/2046), Council passed a number of resolutions including:

2. That Council authorises the appointment of Council's Chief Executive Officer as the initial director of the beneficial enterprise and for them to undertake all relevant and incidental actions arising and powers pursuant to that appointment.
3. That Council resolves to provide the financial support necessary to the corporation for it to engage:
  - a. an independent recruiter to source the balance of the first full board of directors of the beneficial enterprise in accordance with the Governance Documents; and
  - b. an independent professional services firm in consultation with QTC to ensure that an appropriate governance and risk management framework is put in place in respect of the beneficial enterprise at a suitable time; andotherwise carry out the activities provided in each resolution herein.
4. That Council authorises the Chief Executive Officer to do all other things necessary to give effect to these recommendations, including to form establish and set up the initial operation of the corporation.

Pursuant to Resolution 4, the Chief Executive Officer engaged OnTalent to assist with the recruitment and appointment of the Chair and Directors for the Millovate Board (Resolution 3a).

Following an extensive briefing with the Millovate project team and Council's Chief Executive Officer, OnTalent went to market with a campaign to attract both Chair and Director candidates. This campaign was complimented by executive search and networking activities to invite candidates into the process.

The roles attracted 187 candidates (including 22 candidates for the Chair position). Four candidates for Chair were interviewed by OnTalent before attending panel interviews on 7 July 2020. Seventeen candidates for Directors were interviewed by OnTalent before attending panel interviews on 24 July 2020.

Each candidate was interviewed for both Chair and Director roles.

The Panel consisted of:

- Doug McTaggart (Chair)
- Greg Chemello – Chief Executive Officer, Moreton Bay Regional Council
- Dr Sarah Pearson (DDG, Innovation – Department of State Development, Tourism and Innovation
- Professor Brett Heyward – QUT Business School
- Natasha Olsson-Seeto – Chief Executive – OnTalent

Once selected, the preferred candidate for Chair of Millovate was added as a member of the above panel interviewing the remaining Director positions.

The panel applied a comprehensive skills matrix along with a series of structured questions which included asking for each candidates' vision for Millovate.

*ITEM 1.5 APPOINTMENT BOARD OF DIRECTORS - MILLOVATE PTY LTD - A20318807 (Cont.)*

A key factor in determining the mix of directors was to ensure that all fields of the core skills and expertise needed to ensure successful delivery of the precinct were included on the Board. The attached summary skills matrix (confidential supporting information #2) demonstrates how the intended board appointments will meet this requirement. The board will possess a diversity of people and expertise, with all core fields covered.

**Chair - Nigel Chamier**

The Panel determined that Nigel Chamier was an exemplary candidate based on his extensive demonstrated experience as a Chair of relevant entities, his executive experience in the property sector but also his deep connection to the region with a number of his family living in the region and his own family growing up and attending school in the region. Mr Chamier presented a well-rounded, inspiring, intelligent and engaging case for his candidature. His extensive relevant networks, respected reputation and personal "brand" was deemed of great benefit.

The panel determined that the following applicants be appointed as Directors:

**John Aitken**

John Aitken ran the Brisbane Economic Development Board for 10 years and as CEO of Brisbane Marketing has extensive city-building, investment/opportunity attraction and economic development/social impact experience. He has strong skills in innovation having created The Capital and Co-establishment of the QUT Centre for the Digital Economy. He has extensive relevant relationships and stakeholder engagement expertise. He has developed precincts and has extensive marketing expertise not seen in other candidates. He has, as a recent CEO, strong financial, governance, risk, people and commercial leadership skills in a local government setting.

**Sarah Zeljko**

Sarah had a significant executive career as legal counsel and commercial advisor on significant infrastructure and property transactions for G8 Childcare, WICET and is currently a Non-Executive Director of Powerlink (also People and Culture Committee Chair) and Energy Super (also Investment Committee Chair). She is an Advisory Board Member for the Clean Energy Partnerships Fund and an Expert Member of the Ministerial Advisory Council for Flood Mitigation (Department of Natural Resources and Mines). She brings a combination of legal, governance, commercial deal making, stakeholder management and human resources expertise as well as an engaging, growth mindset.

**Toni Thornton**

Before embarking on her Board career Toni had a successful career as an investment banker with JB Were and Goldman Sachs. She is currently serving on the CS Energy Board and Chairs their Audit and Risk Committee, and is a Director of Devcorp and Habitat (property development and child care). She has previously served on the Board of Southbank Corporation. She brings significant financial, governance and property development experience.

**Patrice Sherrie**

Patrice is a Chartered Accountant with extensive relevant Board experience including SunWater, City of Brisbane Investment Corporation, Premise and Oxley Creek Transformation. She brings a deep consideration of the community impact of a precinct such as Millovate strong state and local government company exposure and experience. She understands the workings of commercial transactions and the analytics and financials behind a strong business case. She grew up on the northside of Brisbane and understands how generationally important this development is.

**James (Jim) Walker**

Jim has extensive global leadership experience in STEM sectors including with Rockwell Collins and as one of the early leaders of Boeing as they moved into Queensland. He was CEO of QMI and has led the development of innovation precincts. He also brings experience leading in education as Chair of Aviation Australia and in Medical Research as the Chair of Mater Medical Research Institute. An experienced Board member he brings a vast array of relevant skills including government stakeholder relations, innovation precinct attraction and development, commercial and financial skills, risk and governance.

ITEM 1.5 APPOINTMENT BOARD OF DIRECTORS - MILLOVATE PTY LTD - A20318807 (Cont.)

It was determined that the combined skills of these Directors with the Chair meet the requirements of the skills matrix and ensure that the Board has the requisite knowledge, skills, time availability and commitment to establish and then lead the strategic development and execution of Millovate for Moreton Bay Regional Council.

A summary pertaining to each preferred candidate is contained in confidential supporting information #1.

**3. Strategic Implications**

3.1 Legislative / Legal Implications

Under section 40 of the *Local Government Act 2009* (LGA) Council may conduct a beneficial enterprise (which includes forming a corporation limited by shares) for the benefit of the whole, or part of its local government area.

3.2 Corporate Plan / Operational Plan

Creating Opportunities: Local jobs for residents - an innovative and thriving economy. It is estimated in the PDA document that the Mill at Moreton Bay will deliver 6,000 future local jobs.

3.3 Policy Implications

Nil identified

3.4 Risk Management Implications

There is a risk that the enterprise will fail to achieve optimal development of the Council-owned land. However, that risk would still exist even if the enterprise was not established. The imposition of obligations on the enterprise (as set out in the statement of corporate intent) will serve to reduce the risk of the enterprise failing to achieve its aims and objectives.

The risk of the Board embarking in a different direction to Council is mitigated by Council's Chief Executive Officer being a Board member.

3.5 Delegated Authority Implications

Council's Chief Executive Officer is authorised to finalise the drafting of and enter into the Governance Documents and to do all things necessary to give effect to Council's resolution on minute page 19/2045-2046 including to form establish and set up the initial operation of the corporation.

3.6 Financial Implications

Funding arrangements relevant to the enterprise will be the subject of a further report to Council.

3.7 Economic Benefit Implications

The optimal development of the Council-owned land is expected to generate almost \$1 billion in economic benefit to the Region. Specific economic benefits are outlined in further detail in the PDA Development Scheme.

3.8 Environmental Implications

Nil identified

3.9 Social Implications

Nil identified

3.10 Human Rights Implications

Nil identified

3.11 Consultation / Communication

Establishment of a beneficial enterprise was discussed at Council Briefings (8 October 2019, 14 November 2019 and 20 May 2020) and considered at Council Meeting of 26 November 2019

**ITEM 1.6**

**124<sup>TH</sup> ANNUAL LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND (LGAQ) CONFERENCE - ATTENDANCE AND DELEGATES**

*Meeting / Session:* 1 GOVERNANCE & ENGAGEMENT  
*Reference:* A20310299 : 22 July 2020  
*Responsible Officer:* LK, Executive Support Officer (FCS Executive Services)

**Executive Summary**

The purpose of this report is to seek Council direction in relation to Councillor attendance and Delegates at the 2020 Local Government Association of Queensland (LGAQ) 124<sup>th</sup> Annual Conference to be held at the Gold Coast Convention and Exhibition Centre from 19 - 21 October 2020.

**RESOLUTION**

Moved by Cr Mick Gillam

Seconded by Cr Sandra Ruck

CARRIED 13/0

1. That Councillors Peter Flannery (Mayor), Denise Sims (Deputy Mayor), Mark Booth, Adam Hain, Jodie Shipway, Sandra Ruck, Karl Winchester, Mick Gillam, Cath Tonks, Matt Constance, Darren Grimwade and Tony Latter be authorised to attend the 124<sup>th</sup> Annual Local Government Association of Queensland (LGAQ) Conference.
2. That Councillors Peter Flannery (Mayor) and Denise Sims (Deputy Mayor) are Council's Delegates to the 124<sup>th</sup> Annual Local Government Association of Queensland (LGAQ) Conference, and that other Councillor attendees will attend as observers.
3. That the Chief Executive Officer arrange for officer attendance at this conference as appropriate.

*ITEM 1.6 124TH ANNUAL LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND (LGAQ) CONFERENCE - ATTENDANCE AND DELEGATES - A20310299 (Cont.)*

## OFFICER'S RECOMMENDATION

1. That Councillors Peter Flannery (Mayor), Denise Sims (Deputy Mayor), Mark Booth, Adam Hain, Jodie Shipway, Sandra Ruck, Karl Winchester, Mick Gillam, Cath Tonks, Matt Constance, Darren Grimwade and Tony Latter be authorised to attend the 124<sup>th</sup> Annual Local Government Association of Queensland (LGAQ) Conference.
2. That it be noted Councillors Peter Flannery (Mayor) and Denise Sims (Deputy Mayor) are Council's Delegates to the 124<sup>th</sup> Annual Local Government Association of Queensland (LGAQ) Conference, and that other Councillor attendees will attend as observers.
3. That the Chief Executive Officer arrange for officer attendance at this conference as appropriate.

## **REPORT DETAIL**

### **1. Background**

Advice has been received that the 124<sup>th</sup> Annual LGAQ Conference will be held at the Gold Coast Convention and Exhibition Centre from 19 - 21 October 2020.

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

The LGAQ Conference provides an important opportunity for Councillor to network, debate and vote on new policy. The annual conference consists of three days of full plenary, split plenary and workshop sessions where participants address the challenges facing local government and their communities. The event also serves as the Association's Annual General Meeting. As part of Council's attendance to the annual LGAQ Conference, Council is entitled to be represented by two Delegates who formally represent Council at the Annual General Meeting.

### **3. Strategic Implications**

- 3.1 Legislative / Legal Implications  Nil identified
- 3.2 Corporate Plan / Operational Plan  
Strengthening Communities: Strong local governance - strong leadership and governance.
- 3.3 Policy Implications  
Arrangements will be made in accordance with Council's Professional Development Policy 2150-089.
- 3.4 Risk Management Implications  Nil identified
- 3.5 Delegated Authority Implications  Nil identified
- 3.6 Financial Implications  
Funds for attendance to the conference have been provided in the 2020-21 budget.
- 3.7 Economic Benefit Implications  
Topics and motions associated with the conference will address a range of economic factors in local government.
- 3.8 Environmental Implications  
Topics and motions associated with the conference will address a range of environmental challenges facing local government,

*ITEM 1.6 124TH ANNUAL LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND (LGAQ) CONFERENCE - ATTENDANCE AND DELEGATES - A20310299 (Cont.)*

3.9 Social Implications

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

3.10 Human Rights Implications

Nil identified

3.11 Consultation / Communication

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

UNCONFIRMED

**ITEM 1.7**

**124TH ANNUAL LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND  
CONFERENCE - MORETON BAY REGIONAL COUNCIL MOTION**

*Meeting / Session:* 1 GOVERNANCE & ENGAGEMENT  
*Reference:* A20326434: 28 July 2020 - **Refer Supporting Information A20343344**  
*Responsible Officer:* KR, Executive Support Officer (Executive Services)

**Executive Summary**

The 124<sup>th</sup> annual Local Government Association of Queensland (LGAQ) conference will be held in the Gold Coast 19-21 October 2020.

The purpose of this report is to seek Council approval to submit the following motion as appearing in the supporting information to this report, for inclusion in the 2020 LGAQ Conference agenda.

- Funding – Works for Queensland Funding Eligibility

**RESOLUTION**

Moved by Cr Adam Hain

Seconded by Cr Cath Tonks

CARRIED 13/0

That the Chief Executive Officer be authorised to submit Moreton Bay Regional Council's motion, Funding – Works for Queensland Funding Eligibility as contained in supporting information #1 to this report, for inclusion in the 2020 Local Government Association of Queensland (LGAQ) conference agenda.

ITEM 1.7 124TH ANNUAL LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND CONFERENCE - MORETON BAY REGIONAL COUNCIL MOTION - A20326434 (Cont.)

### OFFICER'S RECOMMENDATION

That the Chief Executive Officer be authorised to submit Moreton Bay Regional Council's motion, Funding – Works for Queensland Funding Eligibility as contained in supporting information #1 to this report, for inclusion in the 2020 Local Government Association of Queensland (LGAQ) conference agenda.

### **REPORT DETAIL**

#### **1. Background**

The LGAQ has asked Councils to submit motions for inclusion in the 2020 conference agenda.

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

It is recommended that Council approve the submission of the motion titled "Funding – Works for Queensland Funding Eligibility" for inclusion in the 2020 LGAQ conference agenda.

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

##### 3.1 Legislative/Legal Implications

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

##### 3.2 Corporate Plan / Operational Plan

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

##### 3.3 Policy Implications

There are no policy implications directly arising from this report.

##### 3.4 Risk Management Implications

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

##### 3.5 Delegated Authority Implications

There are no delegated authority implications arising from this report.

##### 3.6 Financial Implications

There are no financial implications arising from this report.

##### 3.7 Economic Benefit

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

##### 3.8 Environmental Implications

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

##### 3.9 Social Implications

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

##### 3.10 Human Rights Implications

There are no Human Rights implications arising from this report.

##### 3.11 Consultation / Communication

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

**ITEM 1.8**

**ADOPTION OF RNA SHOW HOLIDAY 2021 - MORETON BAY REGION**

*Meeting / Session:* 1 GOVERNANCE & ENGAGEMENT  
*Reference:* A20254700 : 8 July 2020  
*Responsible Officer:* LK, Executive Support Officer (FCS Executive Services)

**Executive Summary**

The Office of Industrial Relations has sought Moreton Bay Regional Council's request for the 2021 Royal National Show Holiday.

This report recommends that the second Monday in August 2021 be nominated as the show holiday in the Moreton Bay Regional Council area.

**RESOLUTION**

Moved by Cr Cath Tonks

Seconded by Cr Mark Booth

**CARRIED 13/0**

That Monday 9 August 2021 be nominated as the 2021 Royal National Show Holiday in the Moreton Bay Regional Council area.

ITEM 1.8 ADOPTION OF RNA SHOW HOLIDAY 2021 - MORETON BAY REGION - A20254700 (Cont.)

**OFFICER'S RECOMMENDATION**

That Monday 9 August 2021 be nominated as the 2021 Royal National Show Holiday in the Moreton Bay Regional Council area.

**REPORT DETAIL**

**1. Background**

By correspondence dated 6 July 2020 (A20241930), the Executive Director, Office of Industrial Relations has sought Moreton Bay Regional Council's request for special and show holidays for 2021.

Under Section 4 of the *Holidays Act 1983* (the Act), a holiday shall not be appointed in respect of a district unless the Minister has received by a specified date, a Notice signed by the Chief Executive Officer of the local government for the area in which the district is situated, requesting that the holiday be appointed.

**2. Explanation of Item**

Under the Act, a public holiday can be granted in respect of an annual agricultural, horticultural or industrial show (show holiday).

In correspondence from the Office of Industrial Relations, Moreton Bay Regional Council has been asked to nominate the preferred appointment of the Region's special and show holidays for 2021 no later than Friday 21 August 2020.

Traditionally, the Moreton Bay Region's one show holiday is held on the Monday immediately prior to the "Ekka People's Day". In 2021, the "Ekka People's Day" will be on Wednesday 11 August 2021.

Accordingly, this report recommends the second Monday in August 2021 for the Royal National Show Holiday for Moreton Bay Regional Council area for 2021.

**3. Strategic Implications**

**3.1 Legislative / Legal Implications**

In accordance with Section 4 of the *Holidays Act 1983*.

**3.2 Corporate Plan / Operational Plan**

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

**3.3 Policy Implications**

Nil identified

**3.4 Risk Management Implications**

Nil identified

**3.5 Delegated Authority Implications**

Nil identified

**3.6 Financial Implications**

Nil identified

**3.7 Economic Benefit Implications**

Nil identified

**3.8 Environmental Implications**

Nil identified

**3.9 Social Implications**

Nil identified

*ITEM 1.8 ADOPTION OF RNA SHOW HOLIDAY 2021 - MORETON BAY REGION - A20254700 (Cont.)*

3.10 Human Rights Implications  Nil identified

3.11 Consultation / Communication  
Upon gazettal of the 2021 Show Holiday, appropriate advertising will be undertaken.

UNCONFIRMED

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**2 INFRASTRUCTURE PLANNING SESSION**

**(Cr A Hain)**

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No items for consideration.

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**3 ENGINEERING, CONSTRUCTION & MAINTENANCE SESSION**

**(Cr B Savige)**

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No items for consideration.

UNCONFIRMED

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**4 PLANNING SESSION**

**(Cr D Grimwade)**

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**ITEM 4.1**

**LAND BUYBACK PROGRAM FOR ENVIRONMENTAL PURPOSES - DRAFT  
PRIORITY ACQUISITION LIST**

Meeting / Session: 4 PLANNING  
Reference: A20312700: 23 July 2020 - Refer **Confidential Supporting Information**  
**A20320761**  
Responsible Officer: BM, Coordinator Environmental Planning and Policy or KS, Senior Environmental Officer (PL Directorate)

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**Executive Summary**

The proposal for the introduction of a Land Buyback for Environmental Purposes program was initiated in the Mayor's commencement speech on 29 April 2020.

The Planning Division have led the preparation of a proposed Policy for a Land Buyback Program for Environmental Purposes. This proposed policy is presented to Council for consideration as a separate agenda item within this General Meeting agenda.

Council's 2020-21 budget statement includes the Regional Infrastructure and Environment charge, which will provide revenue to fund acquisitions under the Policy - Land Buyback Program for Environmental Purposes.

A Council briefing was conducted on 29 July 2020 for the purpose of sharing information and providing advice/views to the Council on the matter. Noting that a report and the draft list will be submitted to the General Meeting for consideration to adopt.

This report proposes (subject to the Land Buyback Program for Environmental Purposes policy being adopted) that a number of potential land acquisitions which accord with the selection criteria under the Policy, be advanced on a voluntary basis.

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**RESOLUTION**

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**Moved by Cr Denise Sims (Deputy Mayor)**

**Seconded by Cr Tony Latter**

**CARRIED 13/0**

**That the Land Buyback Program for Environmental Purposes - draft Priority Acquisition List (contained in confidential supporting information #1) be endorsed for action by Property Services.**

ITEM 4.1 LAND BUYBACK PROGRAM FOR ENVIRONMENTAL PURPOSES - DRAFT PRIORITY ACQUISITION LIST - A20312700 (Cont.)

**OFFICER'S RECOMMENDATION**

That the Land Buyback Program for Environmental Purposes - draft Priority Acquisition List (contained in confidential supporting information #1) be endorsed for action by Property Services.

**REPORT DETAIL**

**1. Background**

Following the Mayor's commencement speech on 29 April 2020, Council discussed the concept of a Land Buyback Program for Environmental Purposes, on 18 May 2020. Council received a presentation on the matter at a briefing on 1 June 2020. At that briefing Council expressed support for the approach presented and the concept of developing a broader wholistic environment and sustainability strategy that would guide this program and other matters. Council also agreed that an interim list of potential acquisition sites be developed to guide priorities in the first year of the program with input from Councillors and staff. An evaluation of properties across the region would guide acquisition priorities in future years.

The Planning Division have prepared a Draft Priority Acquisition List for Council's consideration. See confidential supporting information #1 (including land owner information).

The list is intended to guide acquisition priorities in the first stage of the Program. Following adoption by Council, Property Services will commence investigation of the potential for acquisition of the properties listed to be undertaken on a voluntary basis. Subject to those investigations, in the event of an agreement to proceed to purchase, staff will report to Council on the potential acquisition of individual properties. Individual property acquisition reports will also include additional information about environmental values, community benefit and management considerations for each property.

Should no willing sellers be identified within those included on the Priority Acquisition List, a further report will be presented to Council for consideration.

A comprehensive evaluation of properties across the local government area will be undertaken by staff in 2020-21 and a report on long term priorities for the program presented to Council following the completion of that process.

**2. Explanation of Item**

Following the Council meeting on 1 June 2020 on the Land Buy Back Program, Councillors and staff were invited to nominate potential sites for acquisitions as part of the first-year rollout of the Program. Ninety-eight (98) sites were nominated by Councillors and staff for assessment. Each of the nominated sites were assessed against environmental value criteria and threat.

**3. Strategic Implications**

**3.1 Legislative / Legal Implications**

The Draft Policy - Land Buyback Program for Environmental Purposes has been drafted by Legal Services with instruction by Environmental Planning and Policy. The Priority Acquisition List has been compiled in accordance with the Draft Policy - Land Buyback Program for Environmental Purposes.

**3.2 Corporate Plan / Operational Plan**

Valuing Lifestyle: Healthy natural environment - a clean and healthy environment.

**3.3 Policy Implications**

Acquisition of properties will be undertaken in accordance with the Policy - Land Buyback Program for Environmental Purposes.

**3.4 Risk Management Implications**

There is a risk that property prices could become inflated if the Council's deliberations on acquisition matters are not kept confidential.

*ITEM 4.1 LAND BUYBACK PROGRAM FOR ENVIRONMENTAL PURPOSES - DRAFT PRIORITY ACQUISITION LIST - A20312700 (Cont.)*

3.5 Delegated Authority Implications

Acquisition of properties from the Priority Acquisition List requires delegation of authority to the CEO or the Manager, Property Services to enter into contracts for land acquisition on Council's behalf.

3.6 Financial Implications

Implementation of the Program will require a funding mechanism. Council's 2020/21 revenue statement includes a Regional Infrastructure and Environment Charge to provide the primary funding mechanism for implementation of the program.

3.7 Economic Benefit Implications

Expansion and enrichment of the Region's conservation network has the potential to increase local tourism for outdoor recreation.

3.8 Environmental Implications

The acquisition of properties will help conserve the Region's ecological communities and environmental values.

3.9 Social Implications

The acquisitions of properties supports conservation and enrichment of the Region's conservation network for the benefit of the community in the present and in the future.

3.10 Human Rights Implications

Under the Human Rights Act 2019 (Qld), Council must not make a decision which is incompatible with a person's human rights. Council must also give proper consideration to any human rights relevant to its decision. Council's decision in this circumstance may affect a person's property rights, including a person's right to not be arbitrarily deprived of their property. Officers consider that Council's decision in this circumstance (if it reflects the officer's recommendation) is compatible with (and does not limit) a person's property rights because there are sound and lawful reasons for the acquisition as set out in this report.

3.11 Consultation / Communication

The evaluation of properties nominated by Councillors and staff has been undertaken by Environmental Planning and Policy in consultation with Strategic Planning and Place Making, and utilising input from Councillors.

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**5 COMMUNITY & ENVIRONMENTAL SERVICES SESSION**

**(Cr M Gillam)**

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**ITEM 5.1**

**COUNCIL OPERATIONAL ARRANGEMENTS - CHRISTMAS NEW YEAR PERIOD  
2020 - REPORT**

*Meeting / Session:* 5 COMMUNITY & ENVIRONMENTAL SERVICES  
*Reference:* A20309029 : 9 July 2020  
*Responsible Officer:* SG, Team Support Officer (CES Directorate)

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**Executive Summary**

The purpose of this report is to seek approval for Council's operational arrangements over the 2020 Christmas/New Year period to occur from midday on Thursday, 24 December 2020 to 8.30am on Monday, 4 January 2021.

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**RESOLUTION**

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**Moved by Cr Matt Constance**

**Seconded by Cr Jodie Shipway**

**CARRIED 13/0**

1. That reduced operations during the 2020 Christmas/New Year period be approved from midday on Thursday, 24 December 2020 until 8.30am on Monday, 4 January 2021, with continued operations during this period in areas as determined by the Chief Executive Officer in consultation with the respective Director.
2. That the Chief Executive Officer arrange for details of the reduced operations to be appropriately advertised.

ITEM 5.1 COUNCIL OPERATIONAL ARRANGEMENTS - CHRISTMAS NEW YEAR PERIOD 2020 - REPORT - A20309029 (Cont.)

**OFFICER'S RECOMMENDATION**

1. That reduced operations during the 2020 Christmas/New Year period be approved from midday on Thursday, 24 December 2020 until 8.30am on Monday, 4 January 2021, with continued operations during this period in areas as determined by the Chief Executive Officer in consultation with the respective Director.
2. That the Chief Executive Officer arrange for details of the reduced operations to be appropriately advertised.

**REPORT DETAIL**

**1. Background**

Moreton Bay Regional Council (MBRC) has historically reduced operations from midday on Christmas Eve, 24 December until the business day following the New Years' Day public holiday.

During this period, service areas such as waste facilities, galleries, museums and libraries continue to operate as normal. Whilst key service teams such as customer services, local laws, rating services, payroll and public health operate reduced services and emergency crews are available to respond to urgent service-level matters.

**2. Explanation of Item**

For the 2020 Christmas/New Year period it is recommended that Council:

- reduce its operations from midday on Thursday, 24 December 2020 until Monday, 4 January 2021; however,
- continue to operate the after-hours service, emergency crews and key service teams as determined by the Chief Executive Officer in consultation with the respective Directors.

Details of Council's 2020 Christmas/New Year arrangements will be made available in Council facilities, on Council's website, and be advertised in local newspapers at the appropriate time prior to Christmas.

In line with normal practice, those officers not required to work over the Christmas/New Year period will need to submit three days of leave or utilise banked RDOs to offset the days taken during the period (29, 30 and 31 December). Of note, in 2020, Monday, 28 December is the gazetted public holiday for Boxing Day which falls on a Saturday.

A Council briefing was conducted on 22 July 2020 to enable further explanation to be provided to the Council on the matter. In line with Council's decision-making framework, an extract from the minutes of the briefing is provided below:

22 July 2020 - **The CEO noted the way forward:** A report to be provided to the next General Meeting for adoption.

**3. Strategic Implications**

3.1 Legislative / Legal Implications  Nil identified

3.2 Corporate Plan / Operational Plan  
Strengthening Communities: Strong local governance - strong leadership and governance.

3.3 Policy Implications  Nil identified

ITEM 5.1 COUNCIL OPERATIONAL ARRANGEMENTS - CHRISTMAS NEW YEAR PERIOD 2020 - REPORT - A20309029 (Cont.)

- 3.4 Risk Management Implications  Nil identified
- 3.5 Delegated Authority Implications  Nil identified
- 3.6 Financial Implications  Nil identified
- 3.7 Economic Benefit Implications  Nil identified
- 3.8 Environmental Implications  Nil identified
- 3.9 Social Implications  Nil identified
- 3.10 Human Rights Implications  Nil identified
- 3.11 Consultation / Communication  
Council and Executive Management Team  
Cultural Services  
Customer Response  
Waste Services  
After-hours Service Providers

UNCONFIRMED

**ITEM 5.2  
SWEENEY RESERVE DOG OFF-LEASH FACILITY RELOCATION**

*Meeting / Session:* 5 COMMUNITY & ENVIRONMENTAL SERVICES  
*Reference:* A20326278 : 28 July 2020  
*Responsible Officer:* WM, Parks and Recreation Planning Manager (IP Parks & Recreation Planning)

**Executive Summary**

On Monday 20 July 2020, a local wildlife carer group notified Council of an alleged attack by a dog on a koala and its joey, adjacent to the dog off-leash area at Sweeney Reserve, Old Dayboro Road, Petrie. The koala was found by wildlife carers and transported to veterinary care for treatment. Unfortunately, the joey was deceased when discovered.

The Mayor and Division 8 Councillor subsequently inspected Sweeney Reserve and the dog off-leash areas. At Council's General Meeting, held 22 July 2020, a motion was endorsed requesting officers investigate the current location of the dog off-leash area at Sweeney Reserve, with a view to relocating the area to a site with appropriate fencing.

Officers have identified an alternate site for a large fenced dog off-leash area within Sweeney Reserve for Council's consideration.

**RESOLUTION**

**Moved by Cr Denise Sims (Deputy Mayor)**

**Seconded by Cr Cath Tonks**

**CARRIED 13/0**

1. That Council endorse the proposed alternate Dog Off-Leash Area location within Sweeney Reserve as generally identified in Figure 3.
2. That the Chief Executive Officer be authorised to relocate dog off-leash area within Sweeney Reserve to the location identified in recommendation 1, with the following support actions:
  - a) Utilise the existing partial fencing and associated infrastructure to create the new fenced dog off-leash area, supplemented with new materials, if required; and
  - b) Install new regulatory and advisory signage at the entry points to Sweeney Reserve and at the relocated dog off-leash area, to facilitate enforcement.

*ITEM 5.2 SWEENEY RESERVE DOG OFF-LEASH FACILITY RELOCATION - A20326278 (Cont.)*

**OFFICER'S RECOMMENDATION**

1. That Council endorse the proposed alternate Dog Off-Leash Area location within Sweeney Reserve as identified in Figure 3.
2. That the Chief Executive Officer be authorised to relocate dog off-leash area within Sweeney Reserve to the location identified in recommendation 1, with the following support actions:
  - a) Utilise the existing partial fencing and associated infrastructure to create the new fenced dog off-leash area, supplemented with new materials, if required; and
  - b) Install new regulatory and advisory signage at the entry points to Sweeney Reserve and at the relocated dog off-leash area, to facilitate enforcement.

**REPORT DETAIL**

**1. Background**

A dog off-leash area (DOLA) at Sweeney Reserve has been in place for approximately 25 years and utilised by dog owners from across the region, as it affords an opportunity for recreation in a large grassed area, with access to the North Pine River (refer Figure 1).

The Sweeney Reserve DOLA has been repeatedly impacted by flood events and wholly or partially replaced on several occasions including the 2011 & 2015 events. Due to the high probability of additional infrastructure damage associated with future flood inundation events, the DOLA fencing was replaced with a lesser standard of fencing than required by Councils DOLA guidelines and continued to be only partially fenced. In addition, a small DOLA was installed approximately 5 years ago, adjacent to the main entry of the Reserve, providing residents with a DOLA recreation facility in a flood free zone (above Q100).

Since 2011, the North Pine River riparian zone has continued to regenerate from the flood events, with weed management being provided by Council's Natural Areas team and Council's bushcare program. The North Pine River riparian zone functions as a key east-west movement corridor for a number of native species, including koalas and wallabies.

ITEM 5.2 SWEENEY RESERVE DOG OFF-LEASH FACILITY RELOCATION - A20326278 (Cont.)



Figure 1 - Current extents of existing DOLA

On Monday 20 July 2020, the Division 8 Councillor and Council officers were notified of an alleged dog attack on a koala and its joey. The koala was subsequently found by wildlife carers and transported to veterinary care for treatment. Unfortunately, the joey was deceased when discovered. The Mayor and Division 8 Councillor subsequently inspected Sweeney Reserve, the dog off-leash areas and incident site.

During Council's General Meeting on 22 July 2020, the Mayor tabled information on the incident and the inspection of Sweeney Reserve. Following discussion, the following resolution was carried (P.20/1437):

**That in response to the recent Koala attack at Sweeney's Reserve, Petrie, Council investigate the current location of the dog off-leash area at Sweeney's Reserve with a view to relocating the area to a site with appropriate fencing, and that Cr Mick Gillam proceed with community information in this regard.**

**2. Explanation of Item**

The Sweeney Reserve DOLA is not fully fenced as it is impractical to do so along this section of river frontage due to the topography, existing vegetation and the high probability of damage associated with future flood inundation events.

The native vegetation that has established in the area also provides habitat for wildlife and has been favoured by koalas and other wildlife, with reported incidents between dogs and native animals.

Due to recurring flood inundation at Sweeney Reserve, a smaller DOLA has been established in a flood free area (refer Figure 2), which is a securely fenced enclosure consistent with Council's draft DOLA guidelines. However, the large DOLA at Sweeney Reserve remains a preferred facility for many visitors, due to its unique attributes.

ITEM 5.2 SWEENEY RESERVE DOG OFF-LEASH FACILITY RELOCATION - A20326278 (Cont.)

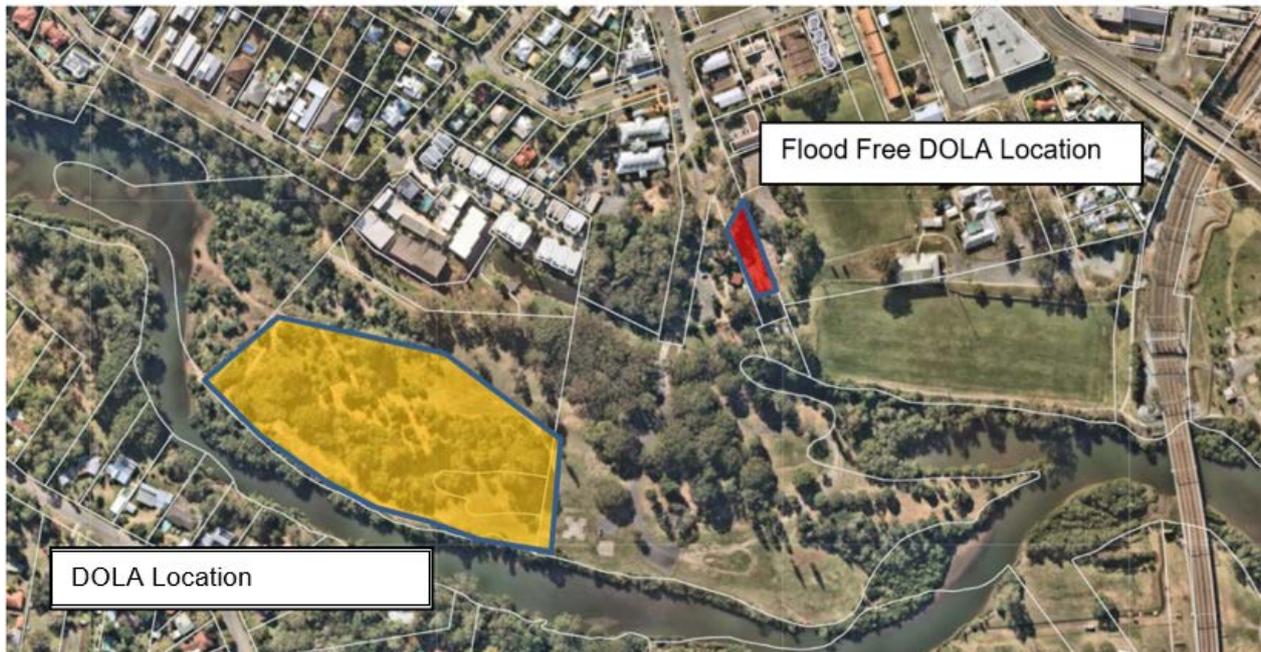


Figure 2 - Alternate Flood Free DOLA at entry to Reserve

Residents also have the opportunity to utilise other DOLA's at:

- Mungarra Reserve, Petrie (west of Sweeney Reserve)
- Leis Park, Lawnton (immediately opposite Sweeney Reserve on the southern side of the North Pine River) and
- Rob Akers Reserve, Bells Pocket Road, Strathpine (east of Sweeney Reserve)

In response to Council's request, an alternate DOLA location is proposed for Sweeney Reserve to replace the area. The proposed new DOLA is a large grassed area in the south east corner of Sweeney Reserve (refer Figure 3).

The proposed facility can be installed in a manner that avoids any potential conflict with areas of Sweeney Reserve that are mapped or known to have potential for cultural heritage significance.

In addition, there are 2 trees (Norfolk Pines) located within the proposed DOLA and while these are not favoured by koalas, they will afford some shade for visitors and their dogs. Officers have also determined that fencing in this area will be maximised to its fullest extent possible to reduce the potential incidence of conflict between wildlife and off-leash dogs using the facility. However, it should be noted that in some areas (e.g. directly adjacent to mangroves) full fencing may not be possible.

The facility is intended to be made operational as a matter of priority to avoid further potential conflict with wildlife. Accordingly, a water service/drinking fountain may not be available immediately, due to the requirement to seek advice from the State Government regarding a Heritage Exemption Certificate.

Officers have also confirmed that the fencing from the DOLA can be repurposed for the new proposed DOLA. Some supplementary new materials will be required and funded from asset Maintenance Operations.

Regulatory Services officers will also undertake increased patrols to enforce behaviour, consistent with the provisions of Local Laws 2 (Animal Management) 2011, including the issue of fines for any observed breaches.

ITEM 5.2 SWEENEY RESERVE DOG OFF-LEASH FACILITY RELOCATION - A20326278 (Cont.)



Figure 3 - Proposed new fence location for Off-Leash Area

**3. Strategic Implications**

**3.1 Legislative / Legal Implications**

A Heritage Exemption Certificate may be required to enable a future water service to be provided to the facility. Officers will investigate this matter once the facility is made operational.

**3.2 Corporate Plan / Operational Plan**

Valuing Lifestyle: Quality recreation and cultural opportunities - active recreation opportunities.

**3.3 Policy Implications**

Council's Koala Conservation policy articulates that Council will manage the impact of its projects on the koala population, in accordance with its legislative and regulatory obligations and responsibilities.

**3.4 Risk Management Implications**

Protection of wildlife from conflict with unrestrained dogs has been considered in the design and siting of the new facility.

**3.5 Delegated Authority Implications             Nil identified**

**3.6 Financial Implications**

The fencing from the current facility is to be reused and supplemented, as required, for the new location. Any costs associated with the relocation will be funded as part of asset maintenance operations, and is expected to cost less than \$10,000.

**3.7 Economic Benefit Implications             Nil identified**

**3.8 Environmental Implications**

The establishment of alternate facility within Sweeney Reserve is intended to reduce risks to wildlife known to frequent the riparian zone of the North Pine River.

**3.9 Social Implications**

Retention of a large off leash facility in the reserve is intended to meet the existing community demand for such an activity.

*ITEM 5.2 SWEENEY RESERVE DOG OFF-LEASH FACILITY RELOCATION - A20326278 (Cont.)*

3.10 Human Rights Implications

Under the Human Rights Act 2019 (Qld), Council must not make a decision which is incompatible with a person's human rights. Council must also give proper consideration to any human rights relevant to its decision. Officers consider that Council's decision in this circumstance reserves the ability for persons to continue to exercise dogs off-leash in a large, open, grassed areas outlined in this report.

3.11 Consultation / Communication

Conclusion has been undertaken with Environmental Services and the Division 8 Councillor who is supportive of the proposal.

UNCONFIRMED

**ITEM 5.3  
MATHIESON PARK CHANGEROOMS - ADDITIONAL COUNCIL FUNDING  
CONTRIBUTION**

*Meeting / Session:* 5 COMMUNITY & ENVIRONMENTAL SERVICES  
*Reference:* A20338512 : 30 July 2020 - **Refer Supporting Information A20341473**  
*Responsible Officer:* BA, Sport & Recreation Development Officer (CES Community Services, Sport & Recreation)

**Executive Summary**

On 4 February 2020, Council resolved to make a financial contribution of up to \$350,000 to the State Government's Mathieson Park Changerooms project. Since the Council contribution was confirmed, the final building design and draft Tripartite Deed of Access Agreement between Pine Rivers Junior League Club Inc, the Department of Housing and Public Works and Council has been negotiated. Final execution of the Tripartite Deed of Access Agreement has not occurred due to a \$215,307 budget shortfall of which the State Government has been unable to secure funds.

Confirmation of an additional Council contribution of \$215,000 in the 2020/21 budget would allow the Department of Housing and Public Works to deliver the project.

**RESOLUTION**

Moved by Cr Denise Sims (Deputy Mayor)

Seconded by Cr Matt Constance

CARRIED 13/0

1. That in addition to Council's previous financial commitment of \$350,000 towards the construction of four changerooms at Mathieson Park, Petrie, a further contribution of \$215,000 from the 2020/21 budget be made to the Department of Housing and Public Works for construction.
2. That an amount of \$100,000 be allocated from the 2020/21 Local Community Infrastructure Program and \$115,000 at Council's Quarter 1 budget review.
3. That the amount of \$565,000 represents Council's total contribution to the project and no further financial contribution will be made by Council.
4. That any project savings be returned to Council from the Department of Housing and Public Works, commensurate with its funding contribution.
5. That the Chief Executive Officer be authorised to take all action necessary including, but not limited to, negotiating, making, amending, signing and discharging the Tripartite Deed of Access Agreement and any required variations, on the Council's behalf, as described in this report.

ITEM 5.3 MATHIESON PARK CHANGEROOMS - ADDITIONAL COUNCIL FUNDING CONTRIBUTION - A20338512  
(Cont.)

**OFFICER'S RECOMMENDATION**

1. That in addition to Council's previous financial commitment of \$350,000 towards the construction of four changerooms at Mathieson Park, Petrie, a further contribution of \$215,000 from the 2020/21 budget be made to the Department of Housing and Public Works for construction.
2. That an amount of \$100,000 be allocated from the 2020/21 Local Community Infrastructure Program and \$115,000 at Council's Quarter 1 budget review.
3. That the amount of \$565,000 represents Council's total contribution to the project and no further financial contribution will be made by Council.
4. That any project savings be returned to Council from the Department of Housing and Public Works, commensurate with its funding contribution.
5. That the Chief Executive Officer be authorised to take all action necessary including, but not limited to, negotiating, making, amending, signing and discharging the Tripartite Deed of Access Agreement and any required variations, on the Council's behalf, as described in this report.

**REPORT DETAIL**

**1. Background**

While the Pine Rivers Junior League Club Inc were successful in securing State Government funding of \$387,409 to construct two universal changerooms, the two existing changerooms, which are in a highly deteriorated condition, would still be required for operational purposes. These existing changerooms have been identified as requiring considerable investment from Council in the short-term.

Rather than Council undertaking these works solely at its expense, a recommendation was made to Council to make a financial contribution to the State Government's project to deliver the preferred four changeroom configuration and provide for future growth in the club.

The following resolution appears on Minute Page 20/179 of the General Meeting of Council held 4 February 2020:

**RESOLUTION**

1. That Council provide up to a \$350,000 contribution from the 2019/20 budget to the Queensland Government Department of Housing and Public Works towards the construction of four changerooms at Mathieson Park, Petrie.
2. That the Chief Executive Officer be authorised to take all action necessary including, but not limited to, negotiating, making, amending, signing and discharging the funding agreement and any required variations of the funding agreement on the Council's behalf, as described in this report.

In March 2020, Q Build on behalf of the Department of Housing and Public Works, tendered the project as a design and construct with four offers received and a preferred tenderer selected. The total expected project cost and available project budget is summarised in the Confidential Supporting Documentation.

ITEM 5.3 MATHIESON PARK CHANGEROOMS - ADDITIONAL COUNCIL FUNDING CONTRIBUTION - A20338512  
(Cont.)

Upon confirmation of Council's financial commitment, the project stakeholders confirmed the changeroom design and a Tripartite Deed of Access Agreement between Pine Rivers Junior League Club Inc, Department of Housing and Public Works (DHPW) and Council was drafted. Confirmation of funds for the project budget shortfall of \$215,307 was required before the agreement could be executed. The sourcing of this budget shortfall by the DPWH has delayed the project and no commencement date has been set.

**2. Explanation of Item**

In order to deliver this important community project for the Pine Rivers Junior League Club Inc and in the absence of further funding from the State Government, officers have considered Council's potential to meet the budget shortfall. Accordingly, a saving of \$100,000 has been identified in the 2020/21 Local Community Infrastructure Program budget and a request is made for the allocation of \$115,000 at the Quarter 1 budget review.

Should Council support the request, the draft Tripartite Deed of Access Agreement would be amended to include a total contribution from Council of \$565,000 and acknowledge that the Council funds are to be used for construction purposes. Council will not provide any additional funding should the project costs run over, and the State Government will need to agree to provide any project savings back to Council commensurate with its funding contribution.

Accordingly, this report recommends that Council approve an additional contribution of \$215,000 to the DHPW in the 2020/21 budget for the construction of four changerooms at Mathieson Park, Petrie, to proceed immediately. Council officers will continue to participate in the Mathieson Park Project Control Group which will support the project's delivery.

**3. Strategic Implications**

**3.1 Legislative / Legal Implications**

The draft Tripartite Deed of Access has been reviewed by the Legal Department but will be reviewed again should amendments be made.

**3.2 Corporate Plan / Operational Plan**

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

**3.3 Policy Implications**

Nil identified

**3.4 Risk Management Implications**

Council will enter into a Tripartite Deed of Access Agreement with the Pine Rivers Junior League Club Inc and the Department of Housing and Public Works.

**3.5 Delegated Authority Implications**

As per Officer's Recommendation 5 of this report, it is proposed that the Chief Executive Officer be authorised to take all action necessary to execute the Tripartite Deed of Access Agreement between Council, the Pine Rivers Junior League Club Inc and the Department of Housing and Public Works.

**3.6 Financial Implications**

Should Council support the recommendations of this report, an additional financial contribution of \$215,000 would be required in the 2020/21 financial year. These funds would be allocated to the project from the Local Community Infrastructure Program and Council's Quarter 1 budget review.

Council's total contribution would be \$565,000 including an amount of \$350,000 rolled over from the 2019/20 budget due to delays in the commencement of the project.

*ITEM 5.3 MATHIESON PARK CHANGEROOMS - ADDITIONAL COUNCIL FUNDING CONTRIBUTION - A20338512  
(Cont.)*

3.7 Economic Benefit Implications  Nil identified

3.8 Environmental Implications  Nil identified

3.9 Social Implications

The construction of the Mathieson Park changerooms will provide modern, accessible and universal facilities that support sport and recreation opportunities for local Moreton Bay residents.

3.10 Human Rights Implications

Under the *Human Rights Act 2019 (Qld)*, Council must not make a decision which is incompatible with human rights. Council must also give proper consideration to any human rights relevant to its decision. Officers consider that there are no human rights implications relevant to Council's decision.

3.11 Consultation / Communication

- Council Workshops - 5 September 2019 and 3 December 2019
- Council Report - 4 February 2020
- Queensland Government - Department of Housing and Public Works
- Pine Rivers Junior League Club Inc.

## **ADJOURNMENT**

The meeting adjourned at 10.36am for morning tea.

The meeting resumed at 10.59am.

## **ATTENDANCE**

Cr Peter Flannery (Mayor) was not present when the meeting resumed, having left the meeting at the adjournment to attend to another Council-related matter.

**Cr Denise Sims (Deputy Mayor) assumed the Chair at this time.**

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**6 FINANCE & CORPORATE SERVICES SESSION**

(Cr M Constance)

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**ITEM 6.1**

**WRITE-OFF SUNDRY DEBTS AND INTEREST - Q4 2019/2020**

*Meeting / Session:* 6 FINANCE & CORPORATE SERVICES  
*Reference:* A20229183 : 2 July 2020 - Refer **Confidential Supporting Information**  
**A2022954**  
*Responsible Officer:* JL, Financial Operations Manager (FCS Financial Operations)

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**Executive Summary**

The Chief Executive Officer has been delegated the authority to write-off bad sundry debts (Council-038) and interest accrued on overdue rates (Council-039). In line with the delegations, Council is to be advised at the end of each quarter of any bad sundry debts greater than \$2,000 written-off, and the total rates interest written off during the period.

The sundry debts and rates interest as detailed in this report were written-off in the period 1 April 2020 to 30 June 2020.

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**RESOLUTION**

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Moved by Cr Cath Tonks

Seconded by Cr Jodie Shipway

CARRIED 12/0

That the sundry debts written-off during the period 1 April 2020 to 30 June 2020, be noted as detailed in this report.

ITEM 6.1 WRITE-OFF SUNDRY DEBTS AND INTEREST - Q4 2019/2020 - A20229183 (Cont.)

**OFFICER'S RECOMMENDATION**

That the sundry debts written-off during the period 1 April 2020 to 30 June 2020, be noted as detailed in this report.

**REPORT DETAIL**

**1. Background**

The following resolution appears on Minute Page 10/2507 of the General Meeting of Council held 19 October 2010:

Ex Coordination Committee meeting held 19 October 2010 (MP.10/2520):

**RECOMMENDATION**

1. That under section 257 of the *Local Government Act 2009*, Council delegates the power to write-off bad sundry debts to the Chief Executive Officer.
2. That under section 257 of the *Local Government Act 2009*, Council delegates the power to write-off interest accrued on overdue rates to the Chief Executive Officer.

**COMMITTEE RECOMMENDATION**

That the officer's recommendations be adopted.

In line with these delegations, Council is to be advised of any bad sundry debts greater than \$2,000 written-off for the period as well as the total rates interest written-off for the period.

**2. Explanation of Item**

During the period of 1 April 2020 to 30 June 2020 five sundry debts totalling \$26,119.82 (excluding GST) as detailed in confidential supporting information #1 were written off.

No interest on overdue rates was written off during this period.

**3. Strategic Implications**

3.1 Legislative / Legal Implications  Nil identified

3.2 Corporate Plan / Operational Plan  
Strengthening Communities: Strong local governance - strong leadership and governance.

3.3 Policy Implications  Nil identified

3.4 Risk Management Implications  Nil identified

3.5 Delegated Authority Implications  
The bad debts and rates interest were written off in accordance with the delegation provided under section 257 of the *Local Government Act 2009*.

3.6 Financial Implications  
The sundry debts written off represent lost revenue/recovery of costs to Council.

3.7 Economic Benefit Implications  Nil identified

ITEM 6.1 WRITE-OFF SUNDRY DEBTS AND INTEREST - Q4 2019/2020 - A20229183 (Cont.)

- 3.8 Environmental Implications  Nil identified
- 3.9 Social Implications  Nil identified
- 3.10 Human Rights Implications  Nil identified
- 3.11 Consultation / Communication  
Community Services, Sport and Recreation Department

UNCONFIRMED

**ITEM 6.2**  
**ANNUAL VALUATION FOR RATING PURPOSES**

*Meeting / Session:* 6 FINANCE & CORPORATE SERVICES  
*Reference:* A20312316 : 27 July 2020  
*Responsible Officer:* JL, Financial Operations Manager (FCS Financial Operations)

**Executive Summary**

In accordance with the *Land Valuation Act 2010*, the Valuer-General has written to Council seeking opinion as to whether a valuation of the Moreton Bay local government area should be undertaken, to be effective on 30 June 2021. A response is required by 21 August 2020.

**RESOLUTION**

Moved by Cr Karl Winchester

Seconded by Cr Sandra Ruck

CARRIED 12/0

That the Chief Executive Officer be authorised to write to the Valuer-General to request that a valuation of the Moreton Bay Regional Council local government area be undertaken effective 30 June 2021, noting that the annual fee of approximately \$1.3 million for the provision of valuation services by the Departmental of Natural Resources, Mines and Energy will be charged to Council regardless of whether a new revaluation is undertaken or not.

ITEM 6.2 ANNUAL VALUATION FOR RATING PURPOSES - A20312316 (Cont.)

## OFFICER'S RECOMMENDATION

That the Chief Executive Officer be authorised to write to the Valuer-General to request that a valuation of the Moreton Bay Regional Council local government area be undertaken effective 30 June 2021, noting that the annual fee of approximately \$1.3 million for the provision of valuation services by the Department of Natural Resources, Mines and Energy will be charged to Council regardless of whether a new revaluation is undertaken or not.

## **REPORT DETAIL**

### **1. Background**

The *Land Valuation Act 2010* requires the Valuer-General to undertake an annual statutory valuation of all rateable land in Queensland except in unusual circumstances or after consideration of:

- a market survey report for the local government area which reviews sales of land and the probable impact of the sales on the value of land since the last annual valuation, and
- the results of consultation with the local government for the area and appropriate local and industry groups.

The last annual valuation of the Moreton Bay Regional Council local government area was effective from 30 June 2019.

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

In accordance with the *Land Valuation Act 2010*, the Valuer-General has written to Council seeking an opinion on whether a valuation of its local government region should be undertaken to be effective on 30 June 2021. A response is required by Friday 21 August 2020.

Council's opinion, together with those of other appropriate industry groups, and the relevant market survey report, will be considered by the Valuer-General when deciding if a valuation will be undertaken.

In response to similar correspondence last year, Council requested that a valuation of the region occur effective 30 June 2020. However, the Valuer-General determined that a valuation would not be undertaken.

The Department of Natural Resources, Mines and Energy will charge Council an annual valuation roll maintenance fee for the Moreton Bay Regional Council area, regardless of whether or not a revaluation is undertaken. The invoice for 2020/21 will not be received until July 2021 but is expected to be approximately \$1.3 million.

As the last annual revaluation undertaken was effective from 30 June 2019, a new valuation effective from 30 June 2021 should be requested to ensure the valuations used for rating purposes remain up to date and minimise the risk of substantial increases in valuations occurring in one period.

### **3. Strategic Implications**

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

Property valuations are issued in accordance with the *Land Valuation Act 2010*.

Property valuations are used for rating purposes in accordance with the *Local Government Act 2009*.

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

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

#### **3.3 Policy Implications**

Rates are levied in accordance with Council's Revenue Policy 2150-082.

ITEM 6.2 ANNUAL VALUATION FOR RATING PURPOSES - A20312316 (Cont.)

3.4 Risk Management Implications

Council levies rates based on the land valuations determined by Queensland Department of Natural Resources, Mines and Energy (DNRME). If there are significant movements in land valuations, there will be significant movements in Council rates. This can cause reputational risks for Council to manage.

3.5 Delegated Authority Implications  Nil identified

3.6 Financial Implications

The annual valuation fee of approximately \$1.3 million is included in the 2020/21 budget and will be payable by Council regardless of whether or not an annual valuation is undertaken.

3.7 Economic Benefit Implications  Nil identified

3.8 Environmental Implications  Nil identified

3.9 Social Implications  Nil identified

3.10 Human Rights Implications  Nil identified

3.11 Consultation / Communication

Director Finance and Corporate Services was consulted during the preparation of this report.

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**11. NOTIFIED GENERAL BUSINESS ITEMS OR RESPONSE TO QUESTIONS TAKEN ON NOTICE**

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**ITEM 11.1  
MBRC PLANNING SCHEME AMENDMENT - OFF-STREET CAR PARKING**

**RESOLUTION**

Moved by Cr Jodie Shipway

Seconded by Cr Denise Sims (Deputy Mayor)

**CARRIED 12/0**

That the Chief Executive Officer be requested to bring forward a report that advances an amendment to the Moreton Bay Regional Council Planning Scheme to address current concerns regarding the existing planning scheme requirements for off-street car parking within the region including, but not limited to, potential increases in residential off-street car parking rates required for new Multiple Dwelling and Rooming Accommodation (Student Accommodation) developments in the region.

**ITEM 11.2  
2020 QUEENSLAND LANDSCAPE ARCHITECTURE AWARD**

On behalf of Council, Cr Adam Hain congratulated Moreton Bay Regional Council staff who are recipients of the 2020 Queensland Landscape Architecture Award from the Australian Institute of Landscape Architects, in recognition of the Caboolture to Wamuran Rail Trail.

**ITEM 11.3  
MORETON BAY REGIONAL COUNCIL - AQUATIC FACILITY UPGRADES**

**RESOLUTION**

Moved by Cr Matt Constance

Seconded by Cr Jodie Shipway

**CARRIED 12/0**

That, in keeping with the principles of the Moreton Bay Regional Council Disability Access & Inclusion Plan, Council ensures all future amenities upgrades at Moreton Bay Regional Council aquatic facilities include a hoist and/or change tables for people with disabilities, where appropriate.

## 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.

### **ITEM C.1 - DECLARATION OF INTEREST**

#### **Conflict of Interest - Declaration - Cr Darren Grimwade**

Pursuant to s175E of the *Local Government Act 2009*, Cr Darren Grimwade declared a real conflict of interest in Item C.1 as North East Business Park was a political donor in the Councillor's 2016 election and a donation of \$2,000 was made to the Councillor on 17 November 2015.

**Cr Darren Grimwade retired from the meeting at 11.22am taking no part in the debate or resolution regarding same.**

## CLOSED SESSION

### **RESOLUTION**

**Moved by Cr Jodie Shipway**

**Seconded by Cr Cath Tonks**

**CARRIED 11/0**

*Cr Darren Grimwade had declared a conflict of interest and had left the meeting*

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

The closed session commenced at 11.23am.

## OPEN SESSION

### **RESOLUTION**

**Moved by Cr Mick Gillam**

**Seconded by Cr Tony Latter**

**CARRIED 11/0**

*Cr Darren Grimwade had declared a conflict of interest and had left the meeting*

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

The open session resumed at 11.28am.

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**12a. CONFIDENTIAL OFFICERS' REPORTS TO COUNCIL**

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**ITEM C.1 – CONFIDENTIAL**

**PREFERRED SUPPLIER - CDM SMITH AUSTRALIA PTY LTD**

**Meeting / Session:** 4 PLANNING (Cr M Booth - Deputy Portfolio Councillor)  
**Reference:** A20310189 : 22 July 2020  
**Responsible Officer:** LF, Coordinator Neighbourhood and Precinct Planning (PL Strategic Planning & Place Making)

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**Basis of Confidentiality**

Pursuant to s275 (1) of the Local Government Regulation 2012, clause (e), as the matter involves contracts proposed to be made by the Council.

**Executive Summary**

Council engaged CDM Smith Australia Pty Ltd via Local Buy (BUS265 Planning, Surveying, Design & Architecture) to undertake a Peer Review of Current Studies and Background Work for the North Harbour (Marina and Canal) development proposal. Since this time CDM Smith Australia Pty Ltd and sub-consultants for this project have acquired extensive experience and knowledge about the site, including any outstanding issues or incomplete/ inadequate content when assessed against the SEQ Regional Plan, State Planning Policy 2017 and policy alignment with the MBRC Planning Scheme.

This specialised experience and knowledge cannot be easily and practically duplicated by other consultancies within the timeframes required to suit the project schedule.

It is recommended that CDM Smith Australia Pty Ltd be engaged to provide ongoing support to Council in resolution of any identified outstanding issues or incomplete/ inadequate content and preparation of any potential planning instrument(s) for Council consideration.

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**RESOLUTION**

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Moved by Cr Adam Hain

Seconded by Cr Mick Gillam

**CARRIED 11/0**

*Cr Darren Grimwade had declared a conflict of interest and had left the meeting*

- 1. In accordance with section 235(b) of the Local Government Regulation 2012, Council is satisfied that because of the specialised nature of the services to be provided it would be impractical or disadvantageous for the Council to seek quotes for the services.**
- 2. 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 the above consultant (CDM Smith Australia Pty Ltd) for the work specified in this report and any required variations of the agreement on Council's behalf.**
- 3. That additional funds be made available at the quarterly review for the delivery of this project.**

**ATTENDANCE**

Cr Darren Grimwade returned to the meeting at 11.29am following consideration of Item C.1.

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**12b. CONFIDENTIAL GENERAL BUSINESS**

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No items for consideration.

**13. CLOSURE**

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There being no further business the Chairperson closed the meeting at 11.30am.

CHIEF EXECUTIVE OFFICER'S CERTIFICATE

I certify that minute pages numbered 20/1441 to 20/1497 constitute the minutes of the General Meeting of the Moreton Bay Regional Council held 5 August 2020.

\_\_\_\_\_  
Greg Chemello  
Chief Executive Officer

CONFIRMATION CERTIFICATE

The foregoing minutes were confirmed by resolution of Council at its meeting held Tuesday 19 August 2020.

\_\_\_\_\_  
Greg Chemello  
Chief Executive Officer

\_\_\_\_\_  
Councillor Peter Flannery  
Mayor



# REPORT

## Audit Committee Meeting

**Thursday 6 August 2020**  
commencing at 1.00pm

Strathpine Chambers  
220 Gympie Road, Strathpine

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**UNCONFINED**

## SCHEDULE OF ITEMS

### 1 POTENTIAL CONFLICT OF INTEREST DECLARATIONS

#### CLOSED SESSION

#### RESUME IN OPEN SESSION

### 2 SIGNIFICANT ORGANISATION & SYSTEM MATTERS

**ITEM 2.1** 1501  
SIGNIFICANT ORGANISATION & SYSTEM MATTERS

**ITEM 2.2 - STANDING ITEM** 1502  
ORGANISATIONAL REVIEW IMPLEMENTATION

### 3 ENTERPRISE RISK MANAGEMENT ACTIVITIES UPDATE

**ITEM 3.1** 1503  
CORPORATE SYSTEMS REVIEW

**ITEM 3.2** 1504  
FRAUD AND CORRUPTION RISK CONTROL GROUP - MINUTES OF MEETINGS

### 4 FINANCIAL REPORTING

**ITEM 4.1 - STANDING ITEM** 1505  
MONTHLY FINANCIAL REPORT

**ITEM 4.2** 1506  
DRAFT FINANCIAL STATEMENTS FOR 2019/20 AND DRAFT MEASURES OF FINANCIAL SUSTAINABILITY

### 5 EXTERNAL AUDITOR REPORT

**ITEM 5.1** 1507  
QUEENSLAND AUDIT OFFICE - 2020 SECOND INTERIM REPORT

### 6 INTERNAL AUDIT OVERVIEW, REPORTS & FOLLOW-UP ACTIONS

**ITEM 6.1** 1508  
INTERNAL AUDIT OVERVIEW

### 7 GENERAL BUSINESS

### 8 NEXT AUDIT COMMITTEE MEETING

#### CLOSURE

## ATTENDANCE & APOLOGIES

### Attendance:

#### Committee Members:

Cr Matt Constance (Chairperson)  
Cr Cath Tonks  
Mr Patrick McCallum  
Mr Stephen Coates

#### Invited External Representatives:

Mr Michael Keane (Queensland Audit Office) \* via skype - until 1.45pm during Item 3.2  
Mr Charles Strickland (Queensland Audit Office) \* via skype - from 2.20pm during Item 6.1

#### Officers:

Chief Executive Officer  
Director Finance & Corporate Services  
Accounting Services Manager

Greg Chemello  
Donna Gregory  
Denis Crowe

Meeting Support

Hayley Kenzler

### Apologies:

Nil

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## 1 POTENTIAL CONFLICT OF INTEREST DECLARATIONS

Committee members are required to provide written declarations declaring any potential or actual conflicts of interest they may have in relation to their responsibilities.

As they arise between meetings, or at the beginning of each Committee meeting, members are required to declare any new or changed potential or actual conflicts of interest that may apply to specific matters on the meeting agenda.

### Declaration of Conflict of Interest - Mr Pat McCallum

Mr Patrick McCallum advised that his previous declarations of Conflict of Interest had not changed, as outlined below:

**Mr Patrick McCallum** disclosed that he performs services for the firm O'Connor Marsden & Associates (OCM) which has been engaged by Council to lead a review of its Risk Management Framework. Mr McCallum is employed by and does not have an ownership interest in OCM.

**Mr Patrick McCallum** also disclosed that his son, Lance McCallum, was the Member for Bundamba and was also a member of the State Government's Economics and Governance Committee - a portfolio committee of the Queensland Legislative Assembly responsible for the portfolio areas including Local Government, Racing, and Multicultural Affairs.

Mr McCallum will take the Audit Committee Chair's advice to avoid any perception of a possible conflict should it arise.

## CLOSED SESSION

### COMMITTEE RECOMMENDATION

Moved by Cr Cath Tonks

Seconded by Pat McCallum

CARRIED

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

The closed session commenced at 1.02pm

### ATTENDANCE

The following representatives attended the meeting for discussion on respective items, leaving the meeting after discussion on those specific matters:

#### Item 3.1 - Corporate Systems Review

Loretta Libke - Project Manager  
(1.30pm - 1.40pm)

**RESUME IN OPEN SESSION**

**RESOLUTION**

Moved by Steven Coates

Seconded by Pat McCallum

**CARRIED**

**That committee resume in open session.**

The open session resumed at 2.31pm.

**RESOLUTION**

Moved by Pat McCallum

Seconded by Cr Cath Tonks

**CARRIED**

**That the following recommendations be adopted as proposed throughout the meeting.**

## 2 SIGNIFICANT ORGANISATION & SYSTEM MATTERS

### ITEM 2.1 SIGNIFICANT ORGANISATION & SYSTEM MATTERS

*Meeting / Session:* AUDIT  
*Responsible Officer:* GC, Chief Executive Officer (CEO, CEO's Office)

The Chief Executive Officer provided an update on the following matters:

- At the General Meeting held 5 August 2020, the following was endorsed by Council:
  - Draft Regional Economic Development Strategy (for Public Consultation)
  - Millovate Pty Ltd Board - CEO noted that there were significant number of candidates who applied for the positions
  - Investment Attraction Policy
- Chief Economic Development Officer would soon commence with Council.
- Four working groups progress as part of the organisation review noting that there were lots of great ideas coming out as a result of the mix of employees working together
- Cyber-attacks in the time of COVID-19
- COVID-19 - noting that Council's Business Continuity Management Team are meeting regularly

### COMMITTEE RECOMMENDATION

That the update provided by the CEO be noted.

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**ITEM 2.2 - STANDING ITEM  
ORGANISATIONAL REVIEW IMPLEMENTATION**

*Meeting / Session:*            *AUDIT*  
*Responsible Officer:*        *GC, Chief Executive Officer/Change Facilitator (CEO, Finance & Corporate Services)*

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At the last Audit Committee Meeting held 15 June 2020, a detailed report was provided on the status of the organisational review implementation by the Change Facilitator.

A further update (including risk issues as requested on 15 June 2020) will be provided to committee at the next full Audit Committee meeting, following the finalisation of the last working group report.

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**COMMITTEE RECOMMENDATION**

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**That committee note that an update will be provided to the next full Audit Committee meeting.**

### 3 ENTERPRISE RISK MANAGEMENT ACTIVITIES UPDATE

#### ITEM 3.1 CORPORATE SYSTEMS REVIEW

*Meeting / Session:* AUDIT COMMITTEE  
*Responsible Officer:* LL, Project Manager

Project Manager - Loretta Libke will attend Audit Committee to provide an update on the TechOne project.

#### COMMITTEE RECOMMENDATION

That the update provided in relation to the TechOne project be noted.

UNCONFIRMED

## ITEM 3.2 FRAUD AND CORRUPTION RISK CONTROL GROUP - MINUTES OF MEETINGS

Meeting / Session: *AUDIT COMMITTEE*

Reference: *Refer **Confidential** Supporting Information A19561403*

Responsible Officer: *DD, Manager Governance & Executive Services*

As requested at the Audit Committee Meeting held 29 May 2019, the Fraud Risk Control Group Minutes are provided for committee's information.

The Fraud and Corruption Risk Control Group minutes of 30 June 2020 appear in the supporting information.

### COMMITTEE RECOMMENDATION

1. That the Fraud and Corruption Risk Control Group Minutes of 30 June 2020, be received and noted.
2. That a summary of matters be included in the Fraud and Corruption Risk Control Group Minutes.
3. That the scope of the summary identifies trends and any issues raised.

## 4 FINANCIAL REPORTING

### ITEM 4.1 - STANDING ITEM MONTHLY FINANCIAL REPORT

*Meeting / Session:* AUDIT  
*Reference:* Refer Supporting Information **A20140396 (Extract of Actual Report to General Meeting)**  
*Responsible Officer:* DW, Coordinator Accounting Services (CEO Accounting Services)

In accordance with the adopted Audit Plan a copy of the most recent Monthly Financial Report for May 2020, as adopted by Council at its meeting of 24 June 2020, is attached for Committee's information (refer supporting information #1).

It is noted that the attachment is as an extract of the report and supporting information from that meeting.

### COMMITTEE RECOMMENDATION

**That the Monthly Financial Report for May 2020, be received and noted.**

**ITEM 4.2  
DRAFT FINANCIAL STATEMENTS FOR 2019/20 AND DRAFT MEASURES OF  
FINANCIAL SUSTAINABILITY**

*Meeting / Session:* AUDIT  
*Reference:* A20286621 : 16 July 2020 - Refer Supporting Information A20336330  
*Responsible Officer:* DC, Accounting Services Manager (FCS Accounting Services)

**Executive Summary**

The purpose of this report is to present the Draft Financial Statements for 2019/20, the current year Financial Sustainability Statement and the Long-Term Financial Sustainability Statement.

**COMMITTEE RECOMMENDATION**

1. That the Draft Financial Statements for 2019/20 together with the Current-Year Financial Sustainability Statement and the Long-Term Financial Sustainability Statement as presented be received.
2. That any changes necessary to the Draft Financial Statements prior to submission to the Auditor General for Audit by 24 August, be reflected as required.

## 5 EXTERNAL AUDITOR REPORT

### ITEM 5.1

#### QUEENSLAND AUDIT OFFICE - 2020 SECOND INTERIM REPORT

Meeting / Session: *AUDIT COMMITTEE*

Reference: *Refer **Confidential** Supporting Information A20267688*

Queensland Audit Office attend to discuss its 2020 Second Interim Report.

#### COMMITTEE RECOMMENDATION

**That the Queensland Audit Office 2020 Second Interim Report be received and noted.**

## 6 INTERNAL AUDIT OVERVIEW, REPORTS & FOLLOW-UP ACTIONS

### ITEM 6.1 INTERNAL AUDIT OVERVIEW

*Meeting / Session:* AUDIT  
*Reference:* A20322253 : 27 July 2020 - Refer **Confidential** Supporting Information  
**A20332042 & A20321938**  
*Responsible Officer:* DG, Director (FCS Directorate)

#### **Basis of Confidentiality**

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

#### **Executive Summary**

This report provides information to the Audit Committee on the activities of the Internal Audit function for the period from 16 June 2020 to 6 August 2020.

### COMMITTEE RECOMMENDATION

**That the Audit Committee notes and endorses this report and associated supporting information.**

## 7 GENERAL BUSINESS

Cr Matt Constance conveyed his thanks to Pat McCallum on his dedication to the Audit Committee noting that today was his last meeting as External Audit Committee Member for Moreton Bay Regional Council.

Pat McCallum provided his thanks to Council for the opportunity to be in the role, noting that it was very encouraging to see the work that Local Government completes in relation to audit matters. Pat said that it has been a very special role for him as he had a long connection with the region and made special mention of Council, the Executive Management Team, staff, Queensland Audit Office and the Audit Committee.

## 8 NEXT AUDIT COMMITTEE MEETING

Committee requested that consideration be given to bringing forward the next Audit Committee Meeting scheduled for 8 October 2020 to September.

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## CLOSURE

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There being no further business the Chairperson closed the meeting at 2.35pm.