



MINUTES

GENERAL MEETING

Wednesday 9 June 2021
commencing at 9.30am

Caboolture Chambers
2 Hasking Street, Caboolture

ENDORSED GM20210623

Membership = 13
Mayor and all Councillors

Quorum = 7

Adoption Extract from General Meeting – 23 June 2021 (Page 21/883)

General Meeting - 9 June 2021 (Pages 21/751 - 21/845)

RESOLUTION

Moved by Cr Jodie Shipway

Seconded by Cr Sandra Ruck

CARRIED 11/0

That the minutes of the General Meeting held 9 June 2021, be confirmed.

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ATTENDEES - ABBEY MUSEUM MEDIEVAL FESTIVAL

In celebration of the upcoming Abbey Medieval Festival, representatives from the Abbey Museum were invited to attend the Council Chambers which had been transformed into Medieval theme set in the 14th century, in show of Council's support of the event.

Abbey Chairman Lord Paul Garcia conducted an introduction, while Lady Edith Cuffe and Lord Michael Strong honoured Cr Peter Flannery (Mayor) and Cr Denise Sims (Deputy Mayor) with Medieval Livery Collars to wear during meeting. Sir Justyn Medieval Knight accompanied Councillors into the chambers and spoke about medieval history, highlighting medieval etiquette and the parallels of medieval and modern councils.

The Mayor (Cr Peter Flannery) acknowledged the Abbey Museum representatives, thanking them for their attendance and efforts in organising the proceedings of the day. The Mayor highlighted the upcoming festival which he said puts the Moreton Bay Region on the map and encouraged the community to go along and support the event to allow its continuation for many years to come.

1. ACKNOWLEDGEMENT OF COUNTRY

The Mayor (Cr Peter Flannery) provided the Acknowledgement of Country.

2. OPENING PRAYER / REFLECTION

The Mayor (Cr Peter Flannery) provided the opening prayer / reflection for the meeting.

3. ATTENDANCE & APOLOGIES

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)
Chief Economic Development Officer	(Mr Paul Martins)
Acting Manager Strategy & Engagement	(Mr Darren Dallinger)
Meeting Support	(Hayley Kenzler)

Apologies:

Nil

4. MEMORIALS OR CONDOLENCES

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

5. CONFIRMATION OF MINUTES FROM PREVIOUS GENERAL MEETING

General Meeting - 26 May 2021 (Pages 21/635 - 21/750)

RESOLUTION

Moved by Cr Mark Booth

Seconded by Cr Cath Tonks

CARRIED 13/0

That the minutes of the General Meeting held 26 May 2021, be confirmed.

6. ADOPTION OF AUDIT COMMITTEE MEETING REPORT & RECOMMENDATIONS

Audit Committee Meeting - 20 May 2021 (Pages 21/617 - 21/634)

RESOLUTION

Moved by Cr Matt Constance

Seconded by Cr Jodie Shipway

CARRIED 13/0

That the report and recommendations of the Audit Committee Meeting held 20 May 2021, be adopted.

7. PRESENTATION OF PETITIONS

(Addressed to the Council and tabled by Councillors)

There were no petitions for tabling.

8. CORRESPONDENCE

There was no correspondence for tabling.

9. COMMUNITY COMMENT

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

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

(s262 of the Local Government Regulation 2012)

There were no Notices of Motion to consider.

11. CONFLICTS OF INTEREST NOTIFIED TO THE CEO

Conflicts of interest notified to the CEO where not specifically related to an item on this agenda

There were no notified conflicts of interest.

12. 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	C 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

1 GOVERNANCE & ENGAGEMENT SESSION

(Cr P Flannery, Mayor)

ITEM 1.1

AUSTRALIAN FOOTBALL INDIGENOUS CORPORATION REQUEST FOR DISCRETIONARY FUNDS

Meeting / Session: 1 GOVERNANCE & ENGAGEMENT

Reference: 62130577: 28 May 2021

Responsible Officer: KR, Executive Support Officer (FCS Governance & Executive Services)

Executive Summary

The purpose of this report is to seek Council approval for the allocation of discretionary funds to the Australian Football Indigenous Corporation for the production of the 'Indigenous Justice Artwork story telling' book about a mural at the Caboolture Watchhouse.

RESOLUTION

Moved by Cr Adam Hain

Seconded by Cr Mark Booth

CARRIED 13/0

That the request by the Australian Football Indigenous Corporation under Council's Discretionary Funds Policy for the 'Indigenous Justice Artwork story telling' be approved in the amount of \$2,000 from the Division 2 allocation and \$3,000 from the Division 3 allocation.

ITEM 1.1 AUSTRALIAN FOOTBALL INDIGENOUS CORPORATION REQUEST FOR DISCRETIONARY FUNDS - 62130577 (Cont.)

OFFICER'S RECOMMENDATION

Council direction is required in relation to the request by the Australian Football Indigenous Corporation under Council's Discretionary Funds Policy for the 'Indigenous Justice Artwork story telling' in the amount of \$6000.

REPORT DETAIL

1. Background

Council makes discretionary funds available each financial year to community organisations for community purposes in accordance with Council's Discretionary Funds Policy 2150-101, Discretionary Funds Availability Notice and Discretionary Funds Guidelines.

Unless otherwise approved by Council, each financial year, community organisations are eligible to submit applications not exceeding \$2,000 per application.

Community organisations may apply for discretionary funds from the Mayor and Councillors up to a maximum of \$2,000 (combined) each financial year.

In instances where a community organisation applies for discretionary funds in excess of \$2,000 the application is to be considered at Council's General Meeting.

2. Explanation of Item

The Australian Football Indigenous Corporation has requested \$6,000 in discretionary funds in support of the production of the 'Indigenous Justice Artwork story telling' book about a mural at the Caboolture Watchhouse.

The production of the 'Indigenous Justice Artwork story telling' book includes the appointment of a graphic artist and language consultant as well as printing.

The book launch date is scheduled for July to allow for Council's consideration of the discretionary funds application request.

As the total amount is above the maximum allowed in accordance with the Discretionary Fund Guidelines, Council's consideration is sought. Councillor Mark Booth and Councillor Adam Hain have each indicated they would like to support this request through the discretionary fund program to the amount of \$3,000 each.

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 Discretionary Funds Policy 2150-101.

3.4 Risk Management Implications Nil identified

3.5 Delegated Authority Implications Nil identified

ITEM 1.1 AUSTRALIAN FOOTBALL INDIGENOUS CORPORATION REQUEST FOR DISCRETIONARY FUNDS - 62130577 (Cont.)

3.6 Financial Implications

Appropriate funds have been provided in the 2020/2021 budget and the application for funding is eligible under the 2020/2021 Discretionary Funds guidelines.

3.7 Economic Benefit Implications 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 there are no human right implications relevant to Council's decision in this matter.

3.11 Consultation / Communication

Consultation has been undertaken with Manager Governance and Executive Services, Manager Community Services Sport and Recreation and the Divisional Councillors.

ITEM 1.2
4TH ANNUAL WASTE STRATEGY SUMMIT 2021

Meeting / Session: 1 GOVERNANCE & ENGAGEMENT
Reference: 62132322 : 31 May 2021
Responsible Officer: KR, Executive Support Officer (FCS Governance & Executive Services)

Executive Summary

This report seeks consideration of Councillor attendance to the 4th Annual Waste Strategy Summit 2021 to be held at Crowne Plaza, Darling Harbour Sydney from 20-22 July 2021.

RESOLUTION

Moved by Cr Karl Winchester

Seconded by Cr Mick Gillam

CARRIED 13/0

1. That Councillor Brooke Savige be authorised to attend the 4th Annual Waste Strategy Summit 2021.
2. That the Chief Executive Officer arrange for officer attendance at this Summit as appropriate.

ITEM 1.2 4TH ANNUAL WASTE STRATEGY SUMMIT 2021 - 62132322 (Cont.)

OFFICER'S RECOMMENDATION

1. That Councillor Brooke Savige be authorised to attend the 4th Annual Waste Strategy Summit 2021.
2. That the Chief Executive Officer arrange for officer attendance at this Summit as appropriate.

REPORT DETAIL

1. Background

The 4th Annual Waste Strategy Summit 2021 is to be held at the Crowne Plaza, Darling Harbour Sydney from 20-22 July 2021. Cr Brooke Savige has indicated her interest in attending this event.

2. Explanation of Item

The 4th Annual Waste Strategy Summit 2021 is designed to stimulate discussion and enhance the Australian waste management industry's growth and modernisation.

The Summit will bring together key stakeholders in the waste sector, from local governments, government authorities, private enterprise and academics to examine what collaboration investment and technology is necessary to ensure an efficient, sustainable future for public and private sector waste management.

The Summit will include the following topics:

- The future of waste management in Australia;
- Addressing the landfill crisis;
- Embracing the circular economy;
- Product stewardship and reducing waste packaging in Australia;
- Soft plastics;
- Data and technology in waste management;
- Innovation in practice;
- Psychology of waste; and
- Waste enforcement;

3. Strategic Implications

3.1 Legislative / Legal Implications Nil identified

3.2 Corporate Plan / Operational Plan
Strengthening Communities: Strong level 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
Appropriate funds have been provided in the 2021/22 budget.

3.7 Economic Benefit Implications
Topics associated with the summit will address a range of economic issues relevant to a local government context.

ITEM 1.2 4TH ANNUAL WASTE STRATEGY SUMMIT 2021 - 62132322 (Cont.)

3.8 Environmental Implications

Topics associated with the summit will address a range of economic issues relevant to a local government context.

3.9 Social Implications

Topics associated with the summit will address a range of economic issues relevant to a local government context.

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 right implications relevant to Council's decision in this matter.

3.11 Consultation / Communication

Consultation has been undertaken with all Councillors, the Chief Executive Officer and the Executive Leadership Team.

**ITEM 1.3
LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND (LGAQ) - COASTAL
LEADERS FORUM**

Meeting / Session: 1 GOVERNANCE & ENGAGEMENT
Reference: 62131816 : 31 May 2021
Responsible Officer: LK, Executive Support Officer (FCS Governance & Executive Services)

Executive Summary

The purpose of this report is to seek Council approval for Cr Peter Flannery (Mayor) to attend the Local Government Association of Queensland (LGAQ) - Coastal Leaders Forum to be held at the Gladstone Entertainment Convention Centre from 8-9 July 2021.

Approval is also sought for officer attendance at this Forum to be arranged as appropriate by the Chief Executive Officer.

RESOLUTION

Moved by Cr Brooke Savige

Seconded by Cr Denise Sims (Deputy Mayor)

CARRIED 13/0

1. That Councillor Peter Flannery (Mayor) be authorised to attend the Local Government Association of Queensland (LGAQ) - Coastal Leaders Forum.
2. That the Chief Executive Officer arrange for officer attendance at this Forum as appropriate.

ITEM 1.3 LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND (LGAQ) - COASTAL LEADERS FORUM - 62131816 (Cont.)

OFFICER'S RECOMMENDATION

1. That Councillor Peter Flannery (Mayor) be authorised to attend the Local Government Association of Queensland (LGAQ) - Coastal Leaders Forum.
2. That the Chief Executive Officer arrange for officer attendance at this Forum as appropriate.

REPORT DETAIL

1. Background

The Local Government Association of Queensland (LGAQ) - Coastal Leaders Forum is to be held at the Gladstone Entertainment Convention Centre from 8-9 July 2021. The invitation is aimed at Mayors and Chief Executive Officers of Queensland Councils. Cr Peter Flannery (Mayor) has expressed an interest in attending the Forum.

2. Explanation of Item

The LGAQ-Coastal Leaders Forum is designed to recognise the unique challenges and opportunities facing Queensland coastal councils and will provide an opportunity to initiate and progress strategic discussions, identify coastal council-specific priorities and actions, showcase coastal initiatives and share information. The forum will include:

- current and emerging issues impacting on Queensland's coastal communities;
- the examination of existing advocacy priorities and distil any new specific priorities and actions;
- engagement with key State and Federal Government representatives on critical topics;
- to discuss any assistance, advice, training, and networking opportunities that may be needed; and
- guest speakers to present on a range of coastal challenges, opportunities and initiatives.

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
Appropriate funds have been provided in the 2021/22 budget.

3.7 Economic Benefit Implications
Topics associated with the forum will address a range of economic issues relevant to a local government context.

3.8 Environmental Implications
Topics associated with the forum will address a range of environmental issues relevant to a local government context.

ITEM 1.3 LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND (LGAQ) - COASTAL LEADERS FORUM - 62131816 (Cont.)

3.9 Social Implications

Topics associated with the forum will address a range of social implications relevant to a local government context.

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 right implications relevant to Council's decision in this matter.

3.11 Consultation / Communication

Consultation has been undertaken with all Councillors, the Chief Executive Officer and the Executive Leadership Team.

ITEM 1.4 - DECLARATION OF INTEREST

Declarable Conflict of Interest - Cr Matt Constance

Pursuant to s150EQ of the *Local Government Act 2009*, Cr Matt Constance informed the meeting of a declarable conflict of interest in Item 1.4 as he is a close personal friend of Craig Shim of Alphacrane, who is recommended as an external appointment to the Regional Economic Development Strategy Taskforce.

Cr Matt Constance elected not to participate in the decision and retired from the meeting at 9.47am.

**ITEM 1.4
REGIONAL ECONOMIC DEVELOPMENT STRATEGY TASKFORCE**

Meeting / Session: 1 GOVERNANCE & ENGAGEMENT

Reference: 62144100 : 1 June 2021 - **Refer Supporting Information 62144099 & 62144098**

Responsible Officer: PM, Chief Economic Development Officer (CEO, Economic Development)

Executive Summary

The Moreton Bay Regional Economic Development Strategy (REDS) 2020-2041 was adopted by Council on 3 February 2021. The first action of the REDS was the establishment of a Taskforce to guide the implementation of the REDS to deliver strong economic leadership.

The Taskforce is to be established under section 264 of the Local Government Regulation 2012 as an advisory committee to Council (see Attachment 1 - Draft Terms of Reference) and accordingly will have no decision-making authority and will not be able to direct Council staff.

Council advertised for the positions on the REDS Taskforce in February 2021 and 23 nominations were received at the closing date in April with the consultant, shortlisting seven (7) people for the positions. Feedback on the process was also sought from RDA Moreton Bay and Moreton Bay Region Industry and Tourism (MBRIT).

The Taskforce is made up of nine (9) members, including the Mayor and the Chief Economic Development Officer (CEDO) from Council and seven (7) local private sector business leaders. The Taskforce is expected to provide expert advice and guidance to Council on economic development matters and review key actions from the REDS to ensure the achievement of results and support delivery of the REDS economic vision and aspirational goals. Having the Taskforce made up of local businesspeople is an important demonstration to industry and the community that Council is receiving expert advice in support of the REDS delivery and working towards achieving its goals.

RESOLUTION

Moved by Cr Tony Latter

Seconded by Cr Karl Winchester

CARRIED 12/0

Cr Matt Constance had declared a conflict of interest and had retired from the meeting

- 1. That in accordance with section 264(1)(b) of the Local Government Regulation 2012, Council establishes the Regional Economic Development Strategy (REDS) Taskforce as an advisory committee of Council.**
- 2. That the Terms of Reference for the Regional Economic Development Strategy (REDS) Taskforce be adopted, as tabled.**
- 3. That the Regional Economic Development Strategy (REDS) Taskforce consists of the Mayor, Chief Economic Development Officer (CEDO) and seven external committee members.**

ITEM 1.4 REGIONAL ECONOMIC DEVELOPMENT STRATEGY TASKFORCE - 62144100 : 1 June 2021 (Cont.)

4. **That the Council appoints the Mayor as Chairperson of the Regional Economic Development Strategy (REDS) Taskforce and the Chief Economic Development Officer (CEDO) as a committee member of the Regional Economic Development Strategy (REDS) Taskforce.**
5. **That in accordance with section 257 of the *Local Government Act 2009*, the Chief Executive Officer be delegated authority to appoint the seven external committee members of the Regional Economic Development Strategy (REDS) Taskforce, as outlined in this report.**
6. **That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, implementing and discharging the Terms of Reference of the Regional Economic Development Strategy (REDS) Taskforce.**

ITEM 1.4 REGIONAL ECONOMIC DEVELOPMENT STRATEGY TASKFORCE - 62144100 : 1 June 2021 (Cont.)

OFFICER'S RECOMMENDATION

1. That in accordance with section 264(1)(b) of the Local Government Regulation 2012, Council establishes the Regional Economic Development Strategy (REDS) Taskforce as an advisory committee of Council.
2. That the Terms of Reference for the Regional Economic Development Strategy (REDS) Taskforce be adopted, as tabled.
3. That the Regional Economic Development Strategy (REDS) Taskforce consists of the Mayor, Chief Economic Development Officer (CEDO) and seven external committee members.
4. That the Council appoints the Mayor as Chairperson of the Regional Economic Development Strategy (REDS) Taskforce and the Chief Economic Development Officer (CEDO) as a committee member of the Regional Economic Development Strategy (REDS) Taskforce.
5. That in accordance with section 257 of the *Local Government Act 2009*, the Chief Executive Officer be delegated authority to appoint the seven external committee members of the Regional Economic Development Strategy (REDS) Taskforce, as outlined in this report.
6. That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, implementing and discharging the Terms of Reference of the Regional Economic Development Strategy (REDS) Taskforce.

REPORT DETAIL

1. Background

HRM Contracting (HRM) was commissioned on 25 January 2021 to complete the advertising, recruitment and selection of the REDS Taskforce. Advertisements were placed on SEEK (and promoted via Council social media) and the vacant positions were also sent to Chambers of Commerce and Industry Groups among others. A total of 23 nominations were received for the seven (7) private sector positions on the Taskforce.

The establishment of a REDS Taskforce is a key action of the REDS which was adopted by Council on 3 February 2021. The Taskforce is a volunteer group which will provide expert advice and guidance to Council on economic development matters and review key actions from the REDS to ensure the achievement of results and support delivery of the REDS economic vision and aspirational goals.

The key functions of the Taskforce are to:

- guide the transitions to, and build the identity of our progressive economy as articulated in the REDS;
- assess progress in the delivery of the REDS to ensure outcomes and performance measures are met;
- advocate the region's competitive strengths to secure new investment;
- monitor, encourage and support the contributions of partner organisations which have committed to delivering actions identified in the REDS; and
- oversee the development of an annual report on the delivery of actions contained in the REDS.

These roles are voluntary and will not be remunerated. It was also a requirement of shortlisting that to be considered, the candidates either had to live locally and/or their business had to operate locally. All the shortlisted candidates meet one or both of the requirements. A Draft Terms of Reference is attached and provides direction on the actions and responsibilities of the Taskforce.

ITEM 1.4 REGIONAL ECONOMIC DEVELOPMENT STRATEGY TASKFORCE - 62144100 : 1 June 2021 (Cont.)

A briefing with Councillors was held on 27 May 2021 noting:

A report to be brought to a future Council meeting for Council's consideration regarding the recommended members of the Regional Economic Development Strategy Taskforce.

2. Explanation of Item

The establishment of a REDS Taskforce is a key action of the REDS which was adopted by Council on 3 February 2021. The responsibilities of the Taskforce include, but are not limited to:

1. providing strategic advice on the direction and progress of implementation of the REDS actions and priorities under related time frames;
2. recommending future actions and/or responses to resolve emerging opportunities related to the implementation of REDS initiatives or to accommodate changing economic conditions;
3. facilitating and encouraging cooperation, partnerships and contributions to deliver REDS initiatives;
4. informing the development and assisting to drive implementation of priority industries and the four pillars;
5. identifying key avenues for, and assisting to secure, critical capital investment to deliver the region-building projects identified in the REDS and to encourage new investment in our priority industries;
6. supporting initiatives that position Moreton Bay as one of Australia's top 10 regional innovation hubs; and
7. advising on and helping to promote export and trade initiatives.

As per the REDS initial action plan, the Taskforce is expected to meet a minimum of six (6) times from Council adoption of the REDS until 30 June 2022. Appointment to the Taskforce is for an initial two (2) years with the possibility of extension.

The Taskforce will add a valuable business/private-sector voice to the ongoing delivery/implementation of the REDS and will allow Council to have the private sector standing with it when it releases key programs and initiatives.

Economic Development will provide the secretariat support for the Taskforce and it is expected that the Taskforce will present an annual report to Council. Economic Development plans to rotate meetings across the region and will invite Councillors to attend sessions when meetings are held in their Division. It will also invite the local business group/Chamber to attend any social element to the meeting. For example, it is planned that meetings conclude with light refreshments at which time some local business leaders and business group/Chamber representatives will also be invited to meet the Taskforce and discuss any of their priorities.

The recommended Taskforce nominees are:

Candidate	Comment
Michael Holstrom	<i>Co-founder & CEO of STEM Punks Ventures Pty Ltd - aligns to Brighter goals and Knowledge and Innovation and Entrepreneurship priority industry in the REDS.</i>
Leanne Kemp	<i>Founder and CEO of Everledger, former Qld Government Chief Entrepreneur, aligns to Brighter goals and Knowledge and Innovation and Entrepreneurship priority industry in the REDS.</i>
Craig Shim	<i>Founder & Director, Alphacrane Intercultural Specialist, former tourism industry senior manager, aligns with Tourism, Sports and Major Events priority industry as well as Trade and Investment pillar in the REDS.</i>
Allison McGruddy	<i>Co-founded My Berries (of Tim Tam fame) - aligns with Food and Agribusiness priority industry and Trade and Investment pillar in the REDS.</i>

ITEM 1.4 REGIONAL ECONOMIC DEVELOPMENT STRATEGY TASKFORCE - 62144100 : 1 June 2021 (Cont.)

Candidate	Comment
Garth Haslam	<i>Centre Manager & Regional Manager - Facilities at Scentre Group - aligns with 'identity' piece for the region and small business connectivity (more than 200 businesses operate at Westfield North Lakes with many of them being small businesses). Also provides valuable retail advice which is a large employer across the region.</i>
Lea Ea	<i>Partner, Arrow Emergency Systems and former senior executive at global corporate in South East Asia, aligns with Advanced Manufacturing priority industry and Trade and Investment pillar in the REDS.</i>
David Crowley	<i>Asia Pacific Health Sector Lead, Mott MacDonald - leads the Health Sector for the Asia-Pacific Region, which incorporates Greater China, South East Asia, Australia, and New Zealand practice which includes, healthcare and hospitals, biotechnology and advanced manufacturing, digital health, and aged care. Provides coverage in important biotech/health industry and connected to both advanced manufacturing and knowledge priority industries in the REDS.</i>

Further information and background on the nominees is provided in supporting information #2.

3. Strategic Implications

3.1 Legislative / Legal Implications

The Taskforce is to be established under section 264 of the Local Government Regulation 2012 as an advisory committee to Council and accordingly will have no decision-making authority and will not be able to direct Council staff. Council's Legal Services Department has reviewed the draft Terms of Reference and will be consulted on appointment letters to successful candidates.

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

The establishment of the Taskforce and appointment of Taskforce members is the first action in the Regional Economic Development Strategy actions which were adopted by Council on 3 February 2021.

3.4 Risk Management Implications

The Draft Terms of Reference sets out the mutual obligations and requirements of Taskforce members with regard to their responsibilities and limitations. An induction of Taskforce members will be conducted at the first meeting to outline responsibilities and members will be asked to sign declarations of interest/conflict of interest.

3.5 Delegated Authority Implications Nil identified

3.6 Financial Implications

Economic Development will provide the secretariat support for the Taskforce and manage its operations from existing operational funds.

3.7 Economic Benefit Implications

Without a vibrant and growing economy, and support for the small business community, there would be a lack of jobs, income and wealth, which in turn would cause a number of far reaching social and community issues. The work that is undertaken in the REDS strategy and supported by advice from the Taskforce, provides a framework of actions to ensure a strong and vibrant local economy including the creation of jobs which will lead to economic and community benefits for the region.

ITEM 1.4 REGIONAL ECONOMIC DEVELOPMENT STRATEGY TASKFORCE - 62144100 : 1 June 2021 (Cont.)

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 human rights relevant to its decision, Officers consider that there are no human right implications relevant to Council's decision.

3.11 Consultation / Communication

Councillors

Manager, Strategy and Engagement

Moreton Bay Region Industry and Tourism (MBRIT)

Regional Development Australia Moreton Bay (RDAMB)

ATTENDANCE

Cr Matt Constance returned to the meeting at 9.51am after Item 1.4.

2 INFRASTRUCTURE PLANNING SESSION

(Cr A Hain)

ITEM 2.1

WAMURAN - CAMPBELLS POCKET ROAD - PROPOSED NAMING OF H & J WALTERS RECREATION AREA

Meeting / Session: 2 INFRASTRUCTURE PLANNING
Reference: 61721100 : 18 November 2020
Responsible Officer: BS, Technical Officer (IP Parks & Recreation Planning)

Executive Summary

An application has been received requesting that an area of parkland, located at 109 Campbells Pocket Road, Wamuran, be named after Howard and Jenny Walters. This report provides Council with background information relevant to the application and recommends that an area within Lot 6, SP227516 (Figure 1) be named "H & J Walters Recreation Area".

District Sports and Recreation facilities have been identified for delivery on the site under Council's Local Government Infrastructure Plan (LGIP) and Council's Interim Sports Facilities Plan 2012-2031 (ref 35), identifying the need for facility upgrades.

Installation of a sign in advance of these works is considered appropriate. The naming would not preclude future secondary precinct or field naming should this be sought once the intended facilities are constructed.

RESOLUTION

Moved by Cr Tony Latter

Seconded by Cr Sandra Ruck

CARRIED 13/0

1. That having regard to the information provided within this report and subject to the outcome of public advertising, the naming of an area within Lot 6, SP227516 (Figure 1) as "H & J Walters Recreation Area", be approved.
2. That public advertising of the proposal to name the area be undertaken via appropriate digital and print media platforms, having a distribution covering the general vicinity of the subject park, and on Council's website, with public submissions open for a period of 28 days.
3. That should adverse submissions be received as a result of public advertising; the matter be referred to Council in a subsequent report.

ITEM 2.1 WAMURAN - CAMPBELLS POCKET ROAD - PROPOSED NAMING OF H & J WALTERS RECREATION AREA - 61721100 (Cont.)

OFFICER'S RECOMMENDATION

1. That having regard to the information provided within this report and subject to the outcome of public advertising, the naming of an area within Lot 6, SP227516 (Figure 1) as "H & J Walters Recreation Area", be approved.
2. That public advertising of the proposal to name the area be undertaken via appropriate digital and print media platforms, having a distribution covering the general vicinity of the subject park, and on Council's website, with public submissions open for a period of 28 days.
3. That should adverse submissions be received as a result of public advertising; the matter be referred to Council in a subsequent report.

REPORT DETAIL

1. Background

An application has been received by Council requesting that an area of parkland within Lot 6, SP227516, located at 109 Campbells Pocket Road, Wamuran, be named in recognition of Howard and Jenny Walters.

The need for additional district sports facilities has been identified in the Wamuran area and an investigation revealed that the western portion of Lot 6, SP227516 is capable of providing these facilities. The Wamuran area is also deficient for district play facilities, and a future district level passive recreation area is also proposed for the eastern portion of the site with delivery being included within the draft revised LGIP, referred to as LGIP2.

The extent of future facility expansion has been shown outlined in the shaded area in Figure 1 and will contain the recreation area proposed for naming.



Figure 1: Lot 6, SP227516 area proposed for naming

ITEM 2.1 WAMURAN - CAMPBELLS POCKET ROAD - PROPOSED NAMING OF H & J WALTERS RECREATION AREA - 61721100 (Cont.)

2. Explanation of Item

The application to name a park or recreation reserve under Council control was lodged by Division 12 Councillor Tony Latter, in recognition of the contributions made by Howard and Jenny Walters to the Wamuran community. Acknowledging that the area will eventually be developed with both sports fields (LGIP 1) and a passive recreation area (draft LGIP 2), it is proposed that Council consider naming the recreation area, in recognition of Mr & Mrs Walters.

Information received from the applicant notes the following in respect of Mr & Mrs Walters:

Howard and Jenny Walters are long-time community members of the Wamuran Community and managed the Wamuran Sports Club at the Wamuran Sports Grounds for 15 years, Howard also was the founding President of the Wamuran Lions and is the Current Chair of the Wamuran Co-op. Jenny recently passed away suddenly and her contribution is greatly missed.

Howard is often affectionately referred to as the 'Mayor of Wamuran' because of the work he has put into the area. Howard and Jenny tirelessly maintained the Sports Complex and initiated the Friday night dinners that raised funds for local sporting clubs.

It should also be noted that the section of parkland being considered for naming, is being regularly mowed and is actively being used by residents to walk and exercise.

Under Policy No: 11-2150-039, Naming of Council Owned or Administered Buildings, Structures and other Assets (excluding roads), applicants are required to provide documentation to substantiate the good character of the person or persons being acknowledged. This application has been supported by Division 12 Councillor, Tony Latter and State MP, Andrew Powell. The proposal was also referred to Council's Sport and Recreation team, who have advised that they have no objections to the proposed naming.

The recommendation to name the area after Howard and Jenny Walters complies with the Council's policy guideline as outlined below:

- Persons with a historical connection to the land or area;
- Names of respected community members of considerable service who are, or were resident or working within the region;
- Names of pioneering families and long-term residents;

Council internal policy requires that any proposal to name an area of parkland 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. Other suitable digital media outlets will also be utilised where local print newspapers are not in existence.

It is recommended the sign for this proposed naming be installed on the Mountain Track Drive frontage of the proposed passive recreation area.

A history board is proposed to be installed in conjunction with the new signage to explain the connection Mr & Mrs Walters had with the land. The proposed wording is as follows:

"Howard & Jenny Walters were significant volunteers within the Wamuran Community and were heavily involved with the adjacent sports complex."

ITEM 2.1 WAMURAN - CAMPBELLS POCKET ROAD - PROPOSED NAMING OF H & J WALTERS RECREATION AREA - 61721100 (Cont.)

3. Strategic Implications

- 3.1 Legislative / Legal Implications Nil identified
- 3.2 Corporate Plan / Operational Plan
Valuing Lifestyle: Quality recreation and cultural opportunities - places to discover, learn, play and imagine.
- 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).
- 3.4 Risk Management Implications Nil identified
- 3.5 Delegated Authority Implications
Subject to no adverse submissions being received, the matter should be referred to the Director Infrastructure Planning for implementation.
- 3.6 Financial Implications
The estimated cost of fabricating and installing a new sign in accordance with the Draft Park and Open Space Signage Guidelines is approximately \$2,000
- 3.7 Economic Benefit Implications Nil identified
- 3.8 Environmental Implications Nil identified
- 3.9 Social Implications
Formal naming will provide improved awareness of, and the ability to recognise distinct locations within the region.
- 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 right implications relevant to Council's decision in this matter.
- 3.11 Consultation / Communication
The proposed naming is supported by the Division 12 Councillor and State MP, Andrew Powell.

ITEM 2.2
WATERWAYS PORTFOLIO ASSET MANAGEMENT PLAN

Meeting / Session: 2 INFRASTRUCTURE PLANNING
Reference: 62133369 : 20 May 2021 - Refer Supporting 61993938
Responsible Officer: JF, Asset Management Manager (IP Asset Management)

Executive Summary

The purpose of this report is to present the Waterways Portfolio Asset Management Plan to Council for adoption. The primary function of waterways assets is to improve and protect the health of natural waterways by reducing erosion and sedimentation issues and allowing fish passage throughout the Council region. The waterways portfolio is made up of various financial and non-financial assets, with non-financial assets (Natural Waterways and Riparian Revegetation) making up over 96% of the portfolio. The financial assets (Bank Stabilisation and Fishways) have an estimated replacement value of \$1.47M.

The Waterways Portfolio Asset Management Plan (AMP) proposes that Council should increase the current planned and reactive maintenance budgets from \$250K by an additional \$50K per annum to a total of \$400K per annum in FY2025, continue to invest in currently identified and budgeted riparian rehabilitation and revegetation projects (on average \$560K per annum), continue to invest in new waterways asset acquisitions (~\$43M over the next 15 years), and include a future provision of \$80K for capital replacement of the fishway in FY2031 and FY2035 and again in FY2046 and FY2051 totalling \$320K across a 30 year period.

The combined operational and capital funding increases will return the existing asset base to an adequate condition that is consistently maintained appropriately over a longer term horizon. This will significantly reduce the risk of asset failure and health and safety risks.

RESOLUTION

Moved by Cr Mick Gillam

Seconded by Cr Karl Winchester

CARRIED 13/0

1. That the Waterways Portfolio Asset Management Plan be adopted, as tabled.
2. That provision be made in the next long term financial forecast for the funding required to progressively improve and upgrade Council's Waterways assets to meet the standards of service outlined in the Waterways Portfolio Asset Management Plan. The budget allocation recommendations are:
 - a) Increase the current budgets for planned and reactive maintenance from \$250K per annum by an additional \$50K per annum, commencing FY2023, to a total of \$400K in FY2025. The increased amount includes allowance for maintenance of current riparian vegetation identified in this AMP.
 - b) Continue to invest in currently identified and budgeted riparian rehabilitation and revegetation projects, on average \$560K per annum.
 - c) Continue to invest in new waterways asset acquisitions i.e. ~\$43M over the next 15 years.
 - d) Include future renewal provision of \$80K for capital replacement of the fishway in FY2031 and FY2035 and again in FY2046 and FY2051 totalling \$320K across a 30 year period.

ITEM 2.2 WATERWAYS PORTFOLIO ASSET MANAGEMENT PLAN - 62133369 (Cont.)

OFFICER'S RECOMMENDATION

1. That the Waterways Portfolio Asset Management Plan be adopted, as tabled.
2. That provision be made in the next long term financial forecast for the funding required to progressively improve and upgrade Council's Waterways assets to meet the standards of service outlined in the Waterways Portfolio Asset Management Plan. The budget allocation recommendations are:
 - a) Increase the current budgets for planned and reactive maintenance from \$250K per annum by an additional \$50K per annum, commencing FY2023, to a total of \$400K in FY2025. The increased amount includes allowance for maintenance of current riparian vegetation identified in this AMP.
 - b) Continue to invest in currently identified and budgeted riparian rehabilitation and revegetation projects, on average \$560K per annum.
 - c) Continue to invest in new waterways asset acquisitions i.e. ~\$43M over the next 15 years.
 - d) Include future renewal provision of \$80K for capital replacement of the fishway in FY2031 and FY2035 and again in FY2046 and FY2051 totalling \$320K across a 30 year period.

REPORT DETAIL

1. Background

A Council briefing was conducted on 27 May 2021 for the purpose of sharing information and providing advice/views to Council on the matter, and to receive Councillor feedback and input.

Council Briefing outcomes were noted as follows:

- *The Waterways Portfolio Asset Management Plan to be submitted to a General Meeting for consideration of adoption.*

As part of the ongoing development of Council's asset management planning, a Waterways Portfolio Asset Management Plan (AMP) has been developed. The AMP outlines the Council's approach to the management of waterways assets located throughout the Council's area. The primary function of waterways assets is to improve and protect the health of natural waterways by reducing erosion and sedimentation issues and allowing fish passage throughout the Council region.

The waterways portfolio is made up of various financial and non-financial assets with non-financial assets (Natural Waterways and Riparian Revegetation) making up over 96% of the portfolio. The financial assets have an estimated replacement value of \$1.47M. Table 1 summarises the Council's waterways assets, the expected useful lives for each asset type, current average age, and current replacement cost.

ITEM 2.2 WATERWAYS PORTFOLIO ASSET MANAGEMENT PLAN - 62133369 (Cont.)

Asset Classification Type	Asset Type Description	Qty	Expected Useful Life (Years)	Current Average Age (Years)	Financial Asset / Non - Financial Asset	Current Replacement Cost
Natural Waterways	River or Creek	988 km	N/A	N/A	Non-Financial	N/A (see note)
Waterway Protection (constructed)	Riparian Revegetation	125 ha	100	5	Non-Financial	N/A (see note)
	Bank Stabilisation	2 no.	50	2	Financial	\$1,312,441
Waterway Structures (constructed)	Fishway	2 no.	15	2	Financial	\$160,490
TOTAL						\$1,472,930

NOTE: Rivers, creeks and riparian revegetation are not financially recognised. Unit of measure noted where applicable

Table 1 - Current Replacement Cost by Asset Type

Figure 1 below shows the age profile for Council's Waterways assets, which indicates the number of assets and their total current replacement cost within each age band. For riparian revegetation assets, the cost reflects an estimate of the initial investment of approximately \$8.6 million made to create the asset and is based on an average cost per hectare derived from recent projects. The value does not include natural waterway assets (rivers and creeks).

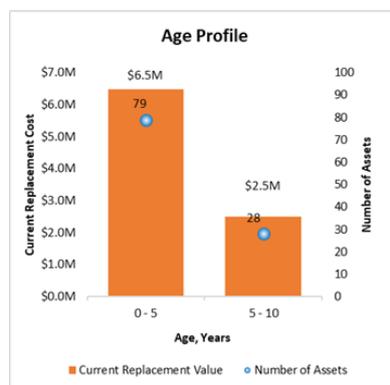


Figure 1 - Asset Age Profile

Figure 2 shows the indicative condition profile for the constructed waterways asset portfolio. Council's asset register does not currently contain condition data against these assets and an estimate of condition has been made based upon asset age and useful life. The estimated condition indicates that all constructed waterways assets are expected to be in very good condition.

ITEM 2.2 WATERWAYS PORTFOLIO ASSET MANAGEMENT PLAN - 62133369 (Cont.)

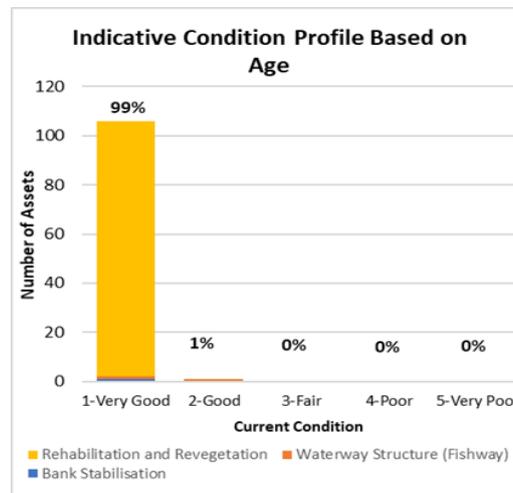


Figure 2 - Asset Condition Profile

Whilst Council has previously performed ad-hoc testing on the natural waterways assets to assess the overall stream health, there is no formal testing or maintenance regime in place. This should be considered in conjunction with the activities performed by State Government. Council’s investment and contribution into the waterways asset portfolio is predominantly focused on the investment in riparian vegetation, bank stabilisation and fishway assets which all indirectly support and improve the function and condition of the natural waterways assets (rivers/creeks).

The Waterways Portfolio Asset Management Plan has been provided as supporting information and outlines plan information in further detail.

2. Explanation of Item

The Waterways Portfolio Asset Management Plan has been developed as a tool to assist Council in achieving the following key strategic asset management objectives:

- Optimising maintenance and renewal practices
- Prioritising investment to achieve maximum value
- Validating investment decisions to confirm funds are being spent effectively
- Identifying lower lifecycle cost solutions
- Managing risk to an appropriate level
- Monitoring and recording of the condition of waterways assets
- Modelling to predict future condition and associated maintenance requirements
- Optimise asset performance
- Minimise asset failure where minimal assets reach a poor condition

Condition

Understanding the condition of Council’s waterways assets is important for their effective management. Waterway condition is very strongly influenced by the characteristics, processes and actions in the surrounding landscape such as the type and extent of catchment and riparian vegetation, regional climate and land use. Council does not currently record a 1-5 condition rating on the waterways asset portfolio. To support future improvements to this asset management plan, it is recommended that Council investigates a condition rating methodology for all waterways assets (including natural waterways) to obtain an accurate representation of condition. This would potentially involve the review of any regular testing that occurs to determine an overall condition for the natural waterways, working in partnership with the State Government.

ITEM 2.2 WATERWAYS PORTFOLIO ASSET MANAGEMENT PLAN - 62133369 (Cont.)

Key Issues

Maintenance budget - Currently, the maintenance budget of \$250,000 is insufficient to maintain all riparian revegetation assets and is usually spent on a handful of assets in any year, leaving the remainder of the assets un-serviced and at compromise of weed invasion. The ongoing maintenance should be increased as set out in the recommended maintenance section to this plan in order to ensure the assets are adequately maintained.

3. Strategic Implications

3.1 Legislative / Legal Implications

Section 167 - Preparation of a Long-Term Asset Management Plan - of the Local Government Regulation 2012 states that –

- (1) A local government must prepare and adopt a Long-Term Asset Management Plan.
- (2) The Long-Term Asset Management Plan continues in force for the period stated in the plan unless the local government adopts a new Long-Term Asset Management Plan.
- (3) The period stated in the plan must be 10 years or more.

Additionally, Section 168 of the Local Government Regulation 2012 states that Council’s Long-term Asset Management Plan must:

- (a) provide for strategies to ensure the sustainable management of the assets mentioned in the local government’s asset register and the infrastructure of the local government; and
- (b) state the estimated capital expenditure for renewing, upgrading and extending the assets for the period covered by the plan; and
- (c) be part of, and consistent with, the long-term financial forecast.

3.2 Corporate Plan / Operational Plan

Council is committed to achieving the community’s vision for the Moreton Bay Region. This vision represents a thriving region of opportunity where our communities enjoy a vibrant lifestyle and is structured upon three key elements; creating opportunities, strengthening communities and valuing lifestyle. These three tiers are underpinned by concepts such as local jobs for residents, strong local governance, and quality recreation and cultural opportunities.

The Strategic Asset Management Plan (SAMP) and supporting AMP’s have direct linkages with other corporate documents as illustrated in the diagram below:

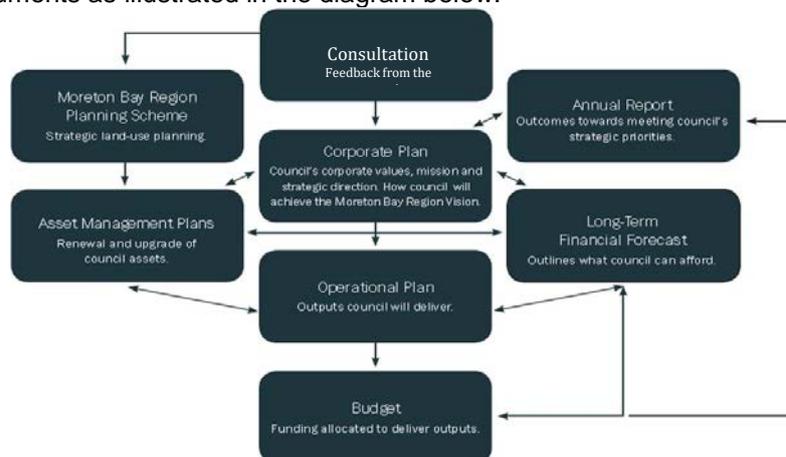


Figure 3 - Asset Management within MBRC Statutory Planning Context

As mentioned above, these plans inform Council’s Long Term Financial Forecast (LTFF) in relation to costs associated with new, renewal and upgrade of assets. The plan also guides Council’s Corporate Plan in relation to what Council intends to achieve, in relation to strategic asset

ITEM 2.2 WATERWAYS PORTFOLIO ASSET MANAGEMENT PLAN - 62133369 (Cont.)

management and informs Council's capital works program which forms part of the Operational Plan and Budget.

3.3 Policy Implications

The Infrastructure Asset Management Policy (Policy No. 2150-043) was adopted by Council on 9 December 2020.

3.4 Risk Management Implications

Risk management associated with waterways assets are included in the plan.

3.5 Delegated Authority Implications

Nil identified

3.6 Financial Implications

An analysis was carried out to determine the future condition of the waterways asset portfolio with the recommended budget and benchmarked to the current average annual renewal budget.

Figure 4 below illustrates that with the currently adopted funding, the condition of the assets will decline to a point in time around the year 2073 where the portfolio as a whole will fail to meet the required standard. The impact of this is likely to be poor quality waterways, potential for fish kills and other ecological or environmental adverse effects.

With the recommended funding the overall portfolio is expected to continue to meet service levels and strategic objectives well into the future resulting in a much improved position for Council.

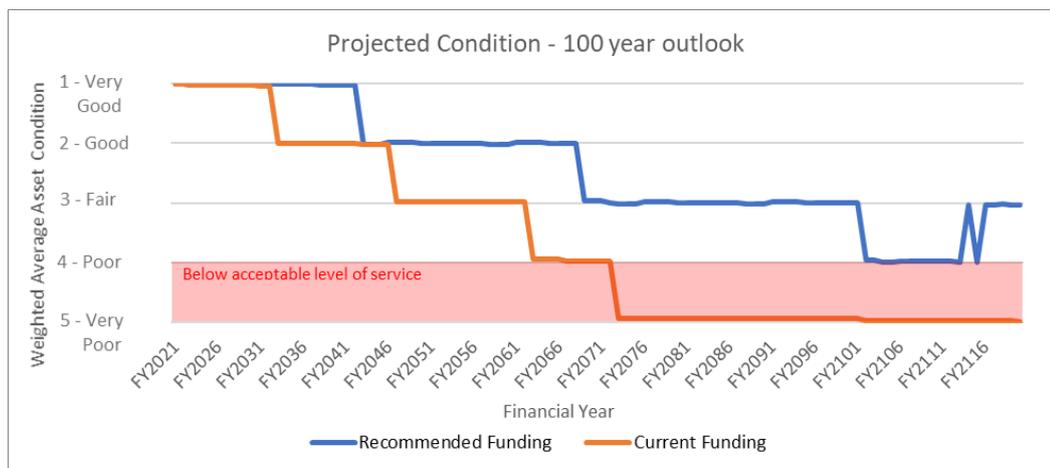


Figure 4 - Asset Projected Condition Outlook

The recommended total budget allocations are outlined below:

- Increase the current budgets for planned and reactive maintenance **from \$250,000 per annum by an additional \$50,000 per annum, commencing FY2023, to a total of \$400,000 in FY2025.**
- Continue to invest in currently identified and budgeted riparian rehabilitation and revegetation projects, on **average \$560K per annum.**
- Continue to invest in new waterways asset acquisitions i.e. **~\$43M over the next 15 years**
- Include **future renewal provision of \$80K** for capital replacement of the fishway in FY2031 and FY 2035 and again in FY2046 and FY2051 **totalling \$320K within 30 years.**

With the recommended funding, the overall portfolio is expected to continue to meet service levels and strategic objectives well into the future and avoid significant future rehabilitation and renewal costs. As per Council's strategic asset management framework, it is imperative that Council adopts a proactive approach to managing assets including planned preventative and routine maintenance. The

ITEM 2.2 WATERWAYS PORTFOLIO ASSET MANAGEMENT PLAN - 62133369 (Cont.)

proactive approach will extend the life of assets and minimise the risk of assets reaching a state beyond repair, where expensive full replacement costs would otherwise be incurred.

The recommended funding adjustments, both for capital renewal/replacement and routine and planned maintenance, will allow Council to achieve its strategic asset management objectives including:

- Organisational commitment to effective asset management
- Managing risk appropriately
- Delivery of services to agreed standards
- Optimise asset performance
- Minimise asset failure through earlier intervention.

3.7 Economic Benefit Implications

Sustainable provision and management of Council's waterways assets supports economic growth across the region. Additionally, a well-managed waterways asset portfolio improves the overall amenity of the region and is highly valued by the community.

3.8 Environmental Implications

The effective management of Council's waterways assets assists in improving environmental outcomes.

3.9 Social Implications

The timely and cost-effective management of Council's waterways assets contributes to the overall benefit of residents, visitors, business and industry, by providing the necessary assets to support the region's quality lifestyle.

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 right implications relevant to Council's decision in this matter.

3.11 Consultation / Communication

Moreton Bay Regional Council officers, asset owners and Councillors have been consulted in the preparation of this plan.

**ITEM 2.3
GREEN INFRASTRUCTURE PORTFOLIO ASSET MANAGEMENT PLAN**

Meeting / Session: 2 INFRASTRUCTURE PLANNING
Reference: 62132212 : 20 May 2021 - **Refer Supporting Information 62004653**
Responsible Officer: JF, Asset Management Manager (IP Asset Management)

Executive Summary

The purpose of this report is to present the Green Infrastructure Portfolio Asset Management Plan to Council for adoption. The Green Infrastructure asset portfolio has a total estimated value of \$11.7 million across seven asset types that provide safe and ongoing movement opportunities for wildlife and improve road safety for all road users across the Council region.

The Green Infrastructure Portfolio Asset Management Plan (AMP) proposes that Council should retain the current materials maintenance budget (\$25K p.a.), extend the current operational budget of \$75K for wildlife stencils renewal/maintenance beyond FY2023, allocate a new inspection and maintenance budget of \$48K p.a. and a new minor modifications budget of \$50K p.a., both from FY2023 onwards. The AMP also proposes that Council continue to invest in new Green Infrastructure acquisitions as per the current program and subsequent reviews (\$11.0M over the next 10 years), and maintain the current capital renewal budget (average of \$200K p.a.) through to FY2054 and then increase to \$800K from FY2055 onwards (subject to future condition evaluations).

The combined operational and capital funding increases will return the existing asset base to an adequate condition that is consistently maintained appropriately over a longer term horizon. This will significantly reduce the risk of Green Infrastructure asset failure, health and safety risks, ensure the Green Infrastructure functions as intended, and will minimise the likelihood of expensive lump sum replacement expenditure in the future.

RESOLUTION

Moved by Cr Mark Booth

Seconded by Cr Cath Tonks

CARRIED 13/0

1. That the Green Infrastructure Portfolio Asset Management Plan be adopted, as tabled.
2. That provision be made in the next long term financial forecast for the capital funding and maintenance required beyond financial year 2031 (FY2031) to progressively improve and upgrade the Council's Green Infrastructure assets to meet the standards of service outlined in the Green Infrastructure Portfolio Asset Management Plan. The budget allocation recommendations are:
 - a) Retain the current budget of \$25K per annum for materials for Green Infrastructure maintenance.
 - b) Continue the current annual operational budget of \$75K beyond FY2023 to provide a continuous program for renewal and maintenance of wildlife stencils (road marking).
 - c) Allocate a new budget of \$48K per annum for inspection and maintenance of Green Infrastructure assets from FY2023 onwards.
 - d) Allocate a new budget of \$50K per annum for minor modifications of Green Infrastructure assets from FY2023 onwards.
 - e) Continue to invest in new Green Infrastructure acquisitions as per the current program, and subsequent reviews, i.e. \$11.0M over the next 10 years.
 - f) Maintain the current capital renewal budget (average of \$200K per annum) through to FY2054 and then increase to \$800K from FY2055 onwards (subject to future condition evaluations).

ITEM 2.3 GREEN INFRASTRUCTURE PORTFOLIO ASSET MANAGEMENT PLAN - 62132212 (Cont.)

OFFICER'S RECOMMENDATION

1. That the Green Infrastructure Portfolio Asset Management Plan be adopted, as tabled.
2. That provision be made in the next long term financial forecast for the capital funding and maintenance required beyond financial year 2031 (FY2031) to progressively improve and upgrade the Council's Green Infrastructure assets to meet the standards of service outlined in the Green Infrastructure Portfolio Asset Management Plan. The budget allocation recommendations are:
 - a) Retain the current budget of \$25K per annum for materials for Green Infrastructure maintenance.
 - b) Continue the current annual operational budget of \$75K beyond FY2023 to provide a continuous program for renewal and maintenance of wildlife stencils (road marking).
 - c) Allocate a new budget of \$48K per annum for inspection and maintenance of Green Infrastructure assets from FY2023 onwards.
 - d) Allocate a new budget of \$50K per annum for minor modifications of Green Infrastructure assets from FY2023 onwards.
 - e) Continue to invest in new Green Infrastructure acquisitions as per the current program, and subsequent reviews, i.e. \$11.0M over the next 10 years.
 - f) Maintain the current capital renewal budget (average of \$200K per annum) through to FY2054 and then increase to \$800K from FY2055 onwards (subject to future condition evaluations).

REPORT DETAIL

1. Background

A Council briefing was conducted on 27 May 2021 for the purpose of sharing information and providing advice/views to Council on the matter, and to receive Councillor feedback and input.

Council Briefing outcomes were noted as follows:

- *The Green Infrastructure Portfolio Asset Management Plan to be submitted to a General Meeting for consideration of adoption.*

As part of the ongoing development of Council's asset management planning, a Green Infrastructure Portfolio Asset Management Plan (AMP) has been developed. The AMP outlines the Council's approach to the management of Green Infrastructure assets located throughout the Council's area. The primary function of Green Infrastructure assets is to provide safe and ongoing movement opportunities for wildlife and to improve road safety for all road users. Green Infrastructure assets include fauna escape and refuge poles, fencing, road overpasses and underpasses, nest boxes and wildlife stencil road markings located across the region.

Collectively, the Green Infrastructure assets have an estimated replacement value of \$11.7M. Table 1 summarises the Council's Green Infrastructure assets, the expected useful lives for each asset type, current age range, and current replacement cost. Nest boxes and wildlife stencils are not financially recognised as they fall below the financial recognition threshold; but they have an estimated replaced value of \$353K bringing the total portfolio value to \$11.7M.

ITEM 2.3 GREEN INFRASTRUCTURE PORTFOLIO ASSET MANAGEMENT PLAN - 62132212 (Cont.)

Asset Type	Description/sub-types	Qty	Expected Useful life (Years)	Current Age Range (Years)	Current Replacement Cost
Financial Assets					
Fauna Escape Poles	Fauna escape poles are provided along fauna fences, which allow any wildlife trapped within the road corridor to escape while ensuring that wildlife within bushland cannot enter the roadway	185	20	0-14	\$102K
Fauna Fencing	Fauna fences are designed to exclude wildlife from the road corridor.	80	20	0-26	\$4.39M
Fauna Overpass	Fauna overpasses are provided to allow passage for wildlife above the road which in turn reduces the risk of wildlife-vehicle collisions	64	50	0-5	\$6.08M
Fauna Refuge Poles	Refuge poles are supplied within the open spaces which help the wildlife by providing refuge from predators.	7	20	0-2	\$3K
Fauna Underpass	Fauna underpasses provide safe passage for a range of wildlife allowing unrestricted access to habitat that has been fragmented by the construction of a road	9	40	0-5	\$729K
<i>Subtotal for Financial Assets</i>					\$11.3M
Non-financial assets					
Nest Boxes	A nest box is an enclosure built especially for animals to nest, roost or shelter in.	55	20	0-21	\$11K
Wildlife-Stencils	Road marking to alert drivers that the area is frequented by specific type of fauna.	57	5	0-3	\$342K
<i>Subtotal for Non-Financial Assets</i>					\$353K
Total (combined financial + non-financial assets)		457			\$11.7M

Table 1 - Current Replacement Cost by Asset Type

The two Figures below show the age profile and condition rating for Council's Green Infrastructure assets, which indicates the number of assets and their total current replacement cost within each age band. As age reflects the year in which the assets were built, the profile also indicates the pattern in which they were acquired over time.

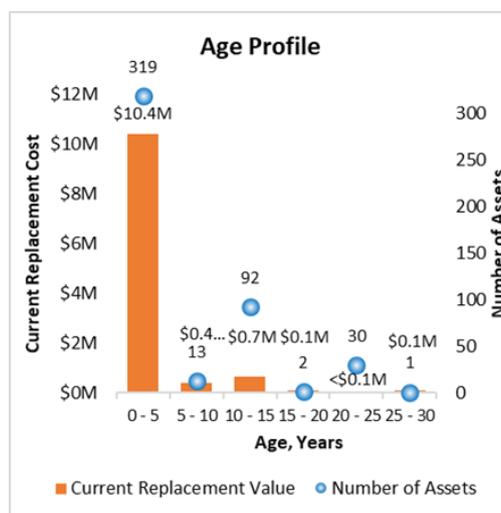


Figure 1 - Asset Age Profile

ITEM 2.3 GREEN INFRASTRUCTURE PORTFOLIO ASSET MANAGEMENT PLAN - 62132212 (Cont.)

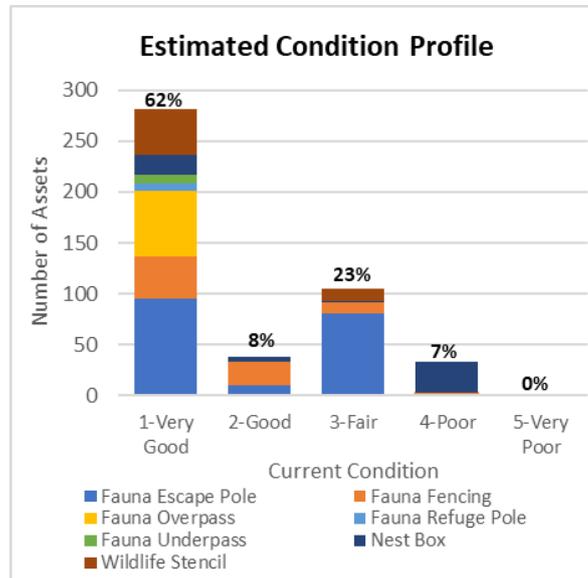


Figure 2 - Asset Condition Profile

The last 10 years has seen significant growth in both the number and value of Green Infrastructure assets built. This aligns to a period of significant growth in industry awareness around the need to construct and install Green Infrastructure assets to reduce vehicle collisions with fauna and allow fauna to co-exist in the changing land terrain from a natural to a built environment. Data collected shows positive reductions in road/wildlife incidents from the installation of these Green Infrastructure assets. Green Infrastructure assets constructed in the last 10 years account for 75% of the total number of assets and this mainly comprises of fauna overpasses, nest boxes and wildlife stencils.

The Green Infrastructure Portfolio Asset Management Plan has been provided as supporting information and outlines plan information in further detail.

2. Explanation of Item

The Green Infrastructure Portfolio Asset Management Plan has been developed as a tool to assist Council in achieving the following key strategic asset management objectives:

- Optimising maintenance and renewal practices
- Prioritising investment to achieve maximum value
- Validating investment decisions to confirm funds are being spent effectively
- Identifying lower lifecycle cost solutions
- Managing risk to an appropriate level
- Monitoring and recording of the condition of Green Infrastructure assets
- Modelling to predict future condition and associated maintenance requirements
- Optimise asset performance
- Minimise asset failure where minimal assets reach a poor condition

Condition

Understanding the condition of Council’s Green Infrastructure assets is important for their effective management. The estimated condition based on age indicates that 69% of Green Infrastructure assets should be in good to very good condition, while only 7% of assets are in poor condition. It should also be recognised that the estimated poor condition assets have only a replacement value of approximately \$11K.

ITEM 2.3 GREEN INFRASTRUCTURE PORTFOLIO ASSET MANAGEMENT PLAN - 62132212 (Cont.)

Key Issues

- Maintenance activities - Keeping the Moreton Bay Region's multiple natural green space areas connected and keeping the frequency of vehicle and wildlife accidents to a minimum relies on maintaining operability and functionality of the Green Infrastructure systems. Many of these systems require a consistent level of routine and programmed maintenance to ensure the assets are fit for purpose to function as intended.
- Renewals - The current renewals budget is considered to be sufficient through to FY2054, but beyond that will need to be increased to account for the ageing asset base and several high value assets needing replacement around a similar time.
- Maintenance budgets - Need to be increased to account for the increasing extent of the asset portfolio. If budget allocations are not adjusted, there is an increased risk that the Green Infrastructure assets will not function as intended. This may result in substandard services being provided by the assets and increase in frequency of vehicle and wildlife collisions.
- Asset performance - The asset portfolio is relatively new, but there is a need to continue to increase knowledge of the asset and its performance through systematic collection of condition data and analysis of customer services requests and performance data. Several action items have been identified to achieve improvements in these areas including an investigation into how artificial intelligence and smart systems can be utilised to improve asset knowledge and business intelligence.
- Future developments - As a future improvement it is also necessary to ensure that Green Infrastructure design guidelines for new developments result in sustainable design solutions that are acceptable to Council. It is intended for this to be incorporated into future planning scheme policy reviews.

3. Strategic Implications

3.1 Legislative / Legal Implications

Section 167 - Preparation of a Long-Term Asset Management Plan - of the Local Government Regulation 2012 states that –

- (4) *A local government must prepare and adopt a Long-Term Asset Management Plan.*
- (5) *The Long-Term Asset Management Plan continues in force for the period stated in the plan unless the local government adopts a new Long-Term Asset Management Plan.*
- (6) *The period stated in the plan must be 10 years or more.*

Additionally, Section 168 of the Local Government Regulation 2012 states that Council's Long-term Asset Management Plan must:

- (a) *provide for strategies to ensure the sustainable management of the assets mentioned in the local government's asset register and the infrastructure of the local government; and*
- (b) *state the estimated capital expenditure for renewing, upgrading and extending the assets for the period covered by the plan; and*
- (c) *be part of, and consistent with, the long-term financial forecast.*

ITEM 2.3 GREEN INFRASTRUCTURE PORTFOLIO ASSET MANAGEMENT PLAN - 62132212 (Cont.)

3.2 Corporate Plan / Operational Plan

Council is committed to achieving the community’s vision for the Moreton Bay Region. This vision represents a thriving region of opportunity where our communities enjoy a vibrant lifestyle and is structured upon three key elements; creating opportunities, strengthening communities and valuing lifestyle. These three tiers are underpinned by concepts such as local jobs for residents, strong local governance, and quality recreation and cultural opportunities.

The Strategic Asset Management Plan (SAMP) and supporting AMP’s have direct linkages with other corporate documents as illustrated in the diagram below:

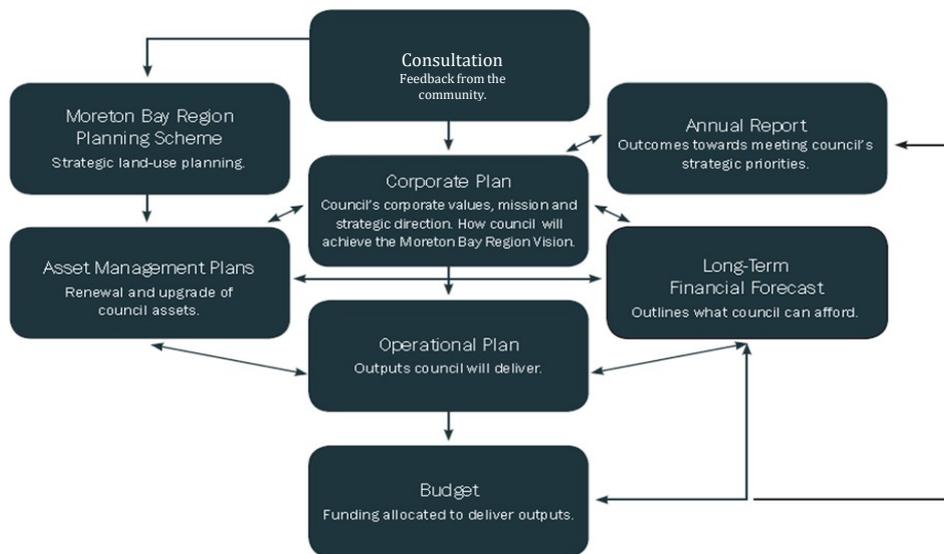


Figure 3 - Asset Management within MBRC Statutory Planning Context

As mentioned above, these plans inform Council’s Long Term Financial Forecast (LTFF) in relation to costs associated with new, renewal and upgrade of assets. The plan also guides Council’s Corporate Plan in relation to what Council intends to achieve, in relation to strategic asset management and informs Council’s capital works program which forms part of the Operational Plan and Budget.

3.3 Policy Implications

The Infrastructure Asset Management Policy (Policy No. 12-2150-043) was adopted by Council on 9th December 2020.

3.4 Risk Management Implications

Risk management associated with Green Infrastructure assets are included in the plan.

3.5 Delegated Authority Implications Nil identified

3.6 Financial Implications

An analysis was carried out to determine the future condition of the Green Infrastructure asset portfolio with the recommended budget and benchmarked to the current average annual renewal budget. The figure below illustrates that with the currently adopted funding, the condition of the assets will decline to a point in time around the year 2057 where the portfolio as a whole will fail to meet the required standard. The impact of this is likely to be poor quality Green Infrastructure assets which will see the increase of vehicle collisions with fauna on roadways. With the recommended funding the overall portfolio is expected to continue to meet service levels and strategic objectives well into the future resulting in a much improved position for Council.

ITEM 2.3 GREEN INFRASTRUCTURE PORTFOLIO ASSET MANAGEMENT PLAN - 62132212 (Cont.)

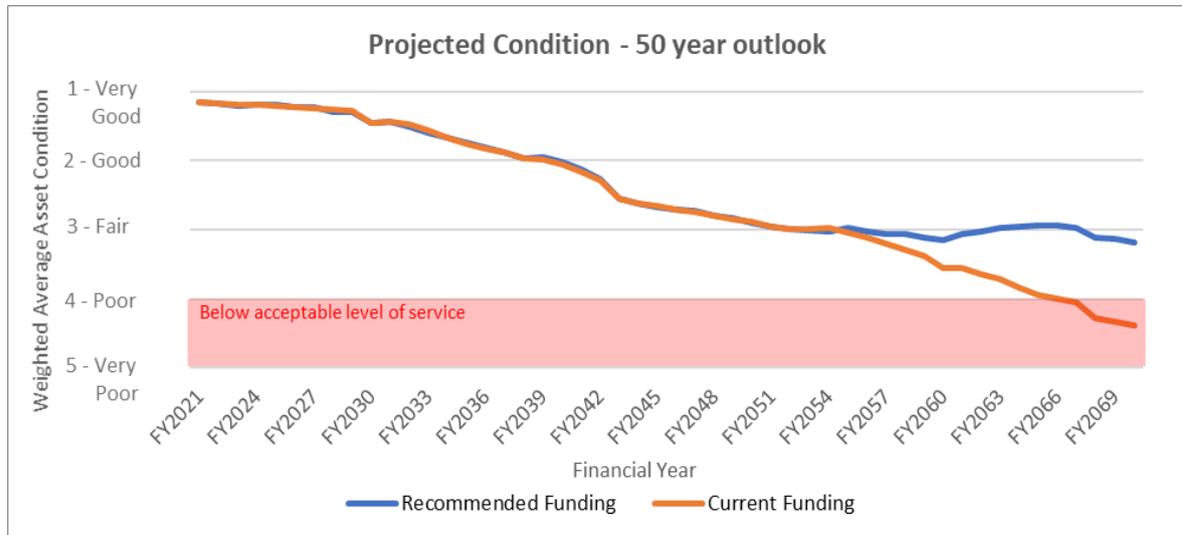


Figure 4 - Asset Projected Condition Outlook

The recommended total budget allocations are outlined below:

- Retain the current budget of **\$25,000 per annum** for materials for Green Infrastructure maintenance.
- Continue the current annual operational budget of **\$75,000** beyond FY2023 to provide a continuous program for renewal and maintenance of wildlife stencils (road marking).
- Allocate a new budget of **\$48,000 per annum** for inspection and maintenance of Green Infrastructure assets from FY2023 onwards.
- Allocate a new minor modifications budget of **\$50,000 per annum** from FY2023 onwards.
- Continue to invest in new Green Infrastructure acquisitions as per the current program, and subsequent reviews, i.e. **\$11.0M** over the next 10 years.
- Maintain the current capital renewal budget (**average of \$200,000 per annum**) through to FY2054 and then increase to **\$800,000** from FY2055 onwards (subject to actual condition evaluations).

Should these recommended budget allocations be adopted into the next long term financial forecast, the predicted condition profile of the Green Infrastructure asset portfolio will be in a much improved position for the Council and will minimise the risk of future large lump sum replacement expenditure.

As per Council's strategic asset management framework, it is imperative that Council adopts a proactive approach to managing assets including planned maintenance. The proactive approach will extend the life of assets and minimise the risk of assets reaching a state beyond repair, where expensive full replacement costs would otherwise be incurred.

The recommended funding adjustments, both for capital renewal/replacement and planned maintenance, will allow Council to achieve its strategic asset management objectives including:

- Organisational commitment to effective asset management
- Managing risk appropriately
- Delivery of services to agreed standards
- Optimise asset performance
- Minimize asset failure through earlier intervention.

3.7 Economic Benefit Implications

Sustainable provision and management of Moreton Bay Regional Council's (MBRC) Green Infrastructure assets supports economic growth across the region. Additionally, a well-managed Green Infrastructure asset portfolio improves the overall amenity of the region and is highly valued by the community.

ITEM 2.3 GREEN INFRASTRUCTURE PORTFOLIO ASSET MANAGEMENT PLAN - 62132212 (Cont.)

3.8 Environmental Implications

The effective management of MBRC's Green Infrastructure assets assists in improving environmental outcomes.

3.9 Social Implications

The timely and cost-effective management of MBRC's Green Infrastructure assets contributes to the overall benefit of residents, visitors, business and industry, by providing the necessary assets to support the region's quality lifestyle.

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 right implications relevant to Council's decision in this matter.

3.11 Consultation / Communication

MBRC officers, asset owners and Councillors have been consulted in the preparation of this plan.

3 ENGINEERING, CONSTRUCTION & MAINTENANCE SESSION**(Cr B Savige)****ITEM 3.1****TENDER - 2021/2022 MBRC ROAD RESURFACING PROGRAM**

Meeting / Session: 3 ENGINEERING, CONSTRUCTION & MAINTENANCE
Reference: 61888288 : 27 May 2021 - Refer **Confidential Supporting Information**
61817460, 61817459 & 61817458
Responsible Officer: EH, Team Leader Operations (ECM Asset Maintenance)

Executive Summary

Tenders were called for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' project through open tender using LG Tender Box. The tender contained three separable portions which are based on the resurfacing type and location of works across the region. Tenders closed on 23 March 2021, with offers received from eight companies for each separable portion of works.

It is recommended that the tender for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' project be awarded as follows, as these offers represent the best overall outcomes to Council.

Separable Portion 1 - That the tender for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' - Separable Portion 1 project, typically for asphalt road resurfacing in Divisions 1 to 6, be awarded to Suncoast Asphalt Pty Ltd for the annual sum of \$ 6,280,473 (excluding GST) for an initial period of two years (1 July 21 to 30 June 2023) with the option to extend by a further three x one-year periods, subject to contractor acceptance and satisfactory performance.

Separable Portion 2 - That the tender for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' - Separable Portion 2 project, typically for asphalt road resurfacing in Divisions 7 to 12, be awarded to Downer EDI Works Pty Ltd for the annual sum of \$ 6,907,628 (excluding GST) for an initial period of two years (1 July 21 to 30 June 2023) with the option to extend by a further three x one-year periods, subject to contractor acceptance and satisfactory performance.

Separable Portion 3 - That the tender for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' - Separable Portion 3 project, typically for bitumen spray seal surfacing region wide, be awarded to Downer EDI Works Pty Ltd for the annual sum \$ 1,117,864 (excluding GST) for an initial period of two years (1 July 21 to 30 June 2023) with the option to extend by a further three x one-year periods, subject to contractor acceptance and satisfactory performance.

This project has been awarded in accordance with Council's Procurement Policy under the Competitive Local Business and Industry (local preference) initiative and the successful tenderers operate locally.

RESOLUTION**Moved by Cr Cath Tonks****Seconded by Cr Adam Hain****CARRIED 13/0**

1. That the tender for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' - Separable Portion 1 project, typically for asphalt road resurfacing in Divisions 1 to 6, be awarded to Suncoast Asphalt Pty Ltd for the annual sum of \$6,280,473 (excluding GST) for an initial period of two years (1 July 21 to 30 June 2023) with the option to extend by a further three x one-year periods, subject to contractor acceptance and satisfactory performance.
 - a) That the Council enters into an agreement with Suncoast Asphalt Pty Ltd as described in this report.

ITEM 3.1 TENDER - 2021/2022 MBRC ROAD RESURFACING PROGRAM - 61888288 (Cont.)

- b) That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, negotiating, making, amending, signing and discharging the agreement with Suncoast Asphalt Pty Ltd for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' - Separable Portion 1 project and any required variations of the agreement on Council's behalf.
 - c) That it be noted this project has been awarded in accordance with Council's Procurement Policy under the Competitive Local Business and Industry (local preference) initiative and the successful tenderer operates locally.
 2. That the tender for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' - Separable Portion 2 project, typically for asphalt road resurfacing in Divisions 7 to 12, be awarded to Downer EDI Works Pty Ltd for the annual sum of \$ 6,907,628 (excluding GST) for an initial period of two years (1 July 21 to 30 June 2023) with the option to extend by a further three x one-year periods, subject to contractor acceptance and satisfactory performance.
 - a) That the Council enters into an agreement with Downer EDI Works Pty Ltd as described in this report.
 - b) That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, negotiating, making, amending, signing and discharging the agreement with Downer EDI Works Pty Ltd for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' - Separable Portion 2 project and any required variations of the agreement on Council's behalf.
 - c) That it be noted this project has been awarded in accordance with Council's Procurement Policy under the Competitive Local Business and Industry (local preference) initiative and the successful tenderer operates locally.
 3. That the tender for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' - Separable Portion 3 project, typically for bitumen spray seal surfacing region wide, be awarded to Downer EDI Works Pty Ltd for the annual sum of \$1,117,864 (excluding GST) for an initial period of two years (1 July 21 to 30 June 2023) with the option to extend by a further three x one-year periods, subject to contractor acceptance and satisfactory performance.
 - a) That the Council enters into an agreement with Downer EDI Works Pty Ltd as described in this report.
 - b) That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, negotiating, making, amending, signing and discharging the agreement with Downer EDI Works Pty Ltd for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' - Separable Portion 3 project and any required variations of the agreement on Council's behalf.
 - c) That it be noted this project has been awarded in accordance with Council's Procurement Policy under the Competitive Local Business and Industry (local preference) initiative and the successful tenderer operates locally.

ITEM 3.1 TENDER - 2021/2022 MBRC ROAD RESURFACING PROGRAM - 61888288 (Cont.)

OFFICER'S RECOMMENDATION

1. That the tender for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' - Separable Portion 1 project, typically for asphalt road resurfacing in Divisions 1 to 6, be awarded to Suncoast Asphalt Pty Ltd for the annual sum of \$6,280,473 (excluding GST) for an initial period of two years (1 July 21 to 30 June 2023) with the option to extend by a further three x one-year periods, subject to contractor acceptance and satisfactory performance.
 - a. That the Council enters into an agreement with Suncoast Asphalt Pty Ltd as described in this report.
 - b. That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, negotiating, making, amending, signing and discharging the agreement with Suncoast Asphalt Pty Ltd for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' - Separable Portion 1 project and any required variations of the agreement on Council's behalf.
 - c. That it be noted this project has been awarded in accordance with Council's Procurement Policy under the Competitive Local Business and Industry (local preference) initiative and the successful tenderer operates locally.
2. That the tender for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' - Separable Portion 2 project, typically for asphalt road resurfacing in Divisions 7 to 12, be awarded to Downer EDI Works Pty Ltd for the annual sum of \$ 6,907,628 (excluding GST) for an initial period of two years (1 July 21 to 30 June 2023) with the option to extend by a further three x one-year periods, subject to contractor acceptance and satisfactory performance.
 - a. That the Council enters into an agreement with Downer EDI Works Pty Ltd as described in this report.
 - b. That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, negotiating, making, amending, signing and discharging the agreement with Downer EDI Works Pty Ltd for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' - Separable Portion 2 project and any required variations of the agreement on Council's behalf.
 - c. That it be noted this project has been awarded in accordance with Council's Procurement Policy under the Competitive Local Business and Industry (local preference) initiative and the successful tenderer operates locally.
3. That the tender for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' - Separable Portion 3 project, typically for bitumen spray seal surfacing region wide, be awarded to Downer EDI Works Pty Ltd for the annual sum of \$1,117,864 (excluding GST) for an initial period of two years (1 July 21 to 30 June 2023) with the option to extend by a further three x one-year periods, subject to contractor acceptance and satisfactory performance.
 - a. That the Council enters into an agreement with Downer EDI Works Pty Ltd as described in this report.
 - b. That the Chief Executive Officer be authorised to take all action necessary, including but not limited to, negotiating, making, amending, signing and discharging the agreement with Downer EDI Works Pty Ltd for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' - Separable Portion 3 project and any required variations of the agreement on Council's behalf.
 - c. That it be noted this project has been awarded in accordance with Council's Procurement Policy under the Competitive Local Business and Industry (local preference) initiative and the successful tenderer operates locally.

ITEM 3.1 TENDER - 2021/2022 MBRC ROAD RESURFACING PROGRAM - 61888288 (Cont.)

REPORT DETAIL

1. Background

The '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' tender forms part of Moreton Bay Regional Council's (MBRC) multi-year road resurfacing program. The initial contract period is two years (1 July 21 to 30 June 2023) with the option to extend by a further three x one-year periods, subject to satisfactory performance and contractor acceptance. This tender is for programmed capital resurfacing works identified for year one of this multi-year program.

This tender has been divided into three separable portions based on locality and treatment. Separable Portions 1 and 2 are primarily asphalt resurfacing works, divided by their locality (typically north and south). Separable Portion 3 is primarily spray sealed surfacing located region wide with a selection of projects to be coordinated with pavement preparations undertaken by MBRC internal construction teams. The program scope also includes some minor civil works including, but not limited to, gully pit and kerb and channel replacement where required.

2. Explanation of Item

Tenders were called for the '2021/2022 MBRC Road Resurfacing Program (MBRC010720)' project through open tender using LG Tender Box. Tenders closed on 23 March 2021, with Council receiving offers from eight companies for each separable portion of works.

The tender is a schedule of rates tender, with offers assessed by the evaluation panel in accordance with Council's Procurement Policy and the selection criteria set out in the tender documentation. Rates may require adjustment throughout the 2021/2022 financial year and subsequent financial years due to bitumen price rise and fall and CPI adjustments as set out in the tender documents.

The road resurfacing program incorporates the use of both standard mix and environmental mix designs. The latter mix types use recycled materials such as crushed glass, recycled plastics and recycled asphalt within the mix design. Allowances were made in the bill of quantities (BOQ) for tenderers to submit the option of provisional rates for such products.

All tenders and their associated weighting scores are tabled below (ranked from highest to lowest).

Separable Portion 1 - Road Resurfacing in Divisions 1 to 6

Rank	Tenderer	Evaluation Score (Pre LP)	Evaluation Score (Post LP)
1	Downer EDI Works Pty Ltd - (Environmental)	100.00	115.00
2	Downer EDI Works Pty Ltd	98.18	98.18
3	Suncoast Asphalt Pty Ltd	93.51	93.51
4	Suncoast Asphalt Pty Ltd - (Environmental)	93.21	93.21
5	Fulton Hogan Industries Pty Ltd - (Alternate 2)	92.44	92.44
6	Austek Asphalt Services Pty Ltd - (Environmental)	92.42	92.42
7	Austek Asphalt Services Pty Ltd	91.99	91.99
8	Fulton Hogan Industries Pty Ltd - (Alternate 1/Environmental)	91.62	91.62
9	Fulton Hogan Industries Pty Ltd	91.26	91.26
10	Allen's Asphalt Pty Ltd	90.22	90.22

ITEM 3.1 TENDER - 2021/2022 MBRC ROAD RESURFACING PROGRAM - 61888288 (Cont.)

Rank	Tenderer	Evaluation Score (Pre LP)	Evaluation Score (Post LP)
11	Allen's Asphalt Pty Ltd - (Environmental)	89.39	89.39
12	Stanley Macadam Pty Ltd TA Stanley Road Construction	85.70	85.70
13	Colas QLD Pty Ltd	85.20	85.20
14	Colas QLD Pty Ltd - (Environmental)	82.64	82.64
15	SS Bradley Road Solutions Pty Ltd	Non-Conforming	Non-Conforming

Downer EDI Works Pty Ltd ('Downer') - provided a quality submission, clearly setting out its ability to deliver the program, and demonstrated the required level of knowledge, experience and resources required to undertake these works. Downer have performed similar works for MBRC in previous years to a satisfactory standard. Downer's submission contained rates for environmental mixes which includes high recycled asphalt content (RAP), recycled glass, recycled soft plastics (shopping bags) and recycled ink cartridge toner.

Downer's environmental mix offer was the lowest priced submission for this portion and received the highest evaluation score. Concerns were raised through the evaluation process with awarding the entirety of the resurfacing program to one contractor and the inherent risk this would bring MBRC. In the best interest to MBRC and to mitigate this risk it was decided to only award SP2 & SP3 to Downer.

Suncoast Asphalt Pty Ltd ('Suncoast') - provided a quality submission, clearly setting out its ability to deliver the program, and demonstrated the required level of knowledge, experience and resources required to undertake these works. Suncoast have delivered SP1 for the last two consecutive years to a high standard which was evident through their high Contractor Performance Report scores.

Suncoast's standard mix submission for SP1 was the third lowest priced offer and received the third highest evaluation score. Given the risks identified above in awarding all separable portions to one supplier, the offer from Suncoast for SP1 is deemed best value for Council and is the recommendation of the evaluation panel for SP1.

Austek Asphalt Services Pty Ltd ('Austek') - provided a quality submission, clearly setting out its ability to deliver the program, and demonstrated the required level of knowledge, experience and resources required to undertake these works. Austek have delivered similar resurfacing works for the last two consecutive years to a high standard which was evident through their high Contractor Performance Report scores. Austek's submission contained provisional rates for environmental mixes which included high recycled asphalt content (RAP) and the use of recycled tyres both in the asphalt mix (carbon char) and through the use of tyre derived fuel oil in the manufacturing of the asphalt mix.

Austek's Environmental Mix submission for SP1 was the fifth lowest priced offer and received the sixth highest evaluation score, and so this offer was not deemed best value for Council.

The offer from **SS Bradley Road Solutions Pty Ltd** only provided rates for one of the items requested in the tender, therefore this offer was deemed non-conforming.

ITEM 3.1 TENDER - 2021/2022 MBRC ROAD RESURFACING PROGRAM - 61888288 (Cont.)

Separable Portion 2 - Road Resurfacing in Divisions 7 to 12

Rank	Tenderer	Evaluation Score (Pre LP)	Evaluation Score (Post LP)
1	Downer EDI Works Pty Ltd - (Environmental)	100.00	115.00
2	Downer EDI Works Pty Ltd	97.95	97.95
3	Austek Asphalt Services Pty Ltd - (Environmental)	91.23	91.23
4	Suncoast Asphalt Pty Ltd	91.06	91.06
5	Austek Asphalt Services Pty Ltd	90.74	90.74
6	Suncoast Asphalt Pty Ltd - (Environmental)	90.72	90.72
7	Fulton Hogan Industries Pty Ltd - (Alternate 2)	90.33	90.33
8	Fulton Hogan Industries Pty Ltd - (Alternate 1/Environmental)	89.34	89.34
9	Fulton Hogan Industries Pty Ltd	88.97	88.97
10	Allen's Asphalt Pty Ltd	88.68	88.68
11	Allen's Asphalt Pty Ltd - (Environmental)	87.73	87.73
12	Stanley Macadam Pty Ltd TA Stanley Road Construction	84.24	84.24
13	Colas QLD Pty Ltd	80.56	80.56
14	Colas QLD Pty Ltd - (Environmental)	77.63	77.63
15	SS Bradley Road Solutions Pty Ltd	Non-Conforming	Non-Conforming

Downer EDI Works Pty Ltd ('Downer') - provided a quality submission, clearly setting out its ability to deliver the program, and demonstrated the required level of knowledge, experience and resources required to undertake these works. Downer have performed similar works for MBRC in previous years to a high standard. Downer's submission contained provisional rates for environmental mixes which includes high recycled asphalt content (RAP), recycled glass, recycled soft plastics (shopping bags) and recycled ink cartridge toner.

Downer's submission for SP2 Environmental Mix was the lowest priced submission and received the highest evaluation score. Based on this, the offer from Downer for SP2 is deemed best value for Council and is the recommendation of the evaluation panel for SP2.

Austek Asphalt Services Pty Ltd ('Austek') - provided a quality submission, clearly setting out its ability to deliver the program, and demonstrated the required level of knowledge, experience and resources required to undertake these works. Austek have delivered similar resurfacing works for the last two consecutive years to a high standard which was evident through their high Contractor Performance Report scores. Austek's submission contained provisional rates for environmental mixes which included high recycled asphalt content (RAP) and the use of recycled tyres both in the asphalt mix (carbon char) and through the use of tyre derived fuel oil in the manufacturing of the asphalt mix.

Austek's Environmental Mix submission was the third lowest priced offer and received the third highest evaluation score for SP2, and so this offer was not deemed best value for Council.

ITEM 3.1 TENDER - 2021/2022 MBRC ROAD RESURFACING PROGRAM - 61888288 (Cont.)

Suncoast Asphalt Pty Ltd ('Suncoast') - provided a quality submission, clearly setting out its ability to deliver the program, and demonstrated the required level of knowledge, experience and resources required to undertake these works. Suncoast have delivered similar works for the last two consecutive years to a high standard which was evident through their high Contractor Performance Report scores. Suncoast's submission contained provisional rates for environmental mixes which includes high recycled asphalt content (RAP) and recycled HDPE plastics (milk bottles, shampoo bottles).

Suncoast's Environmental mix for SP2 was the seventh lowest priced and received the sixth highest evaluation score, and so this offer was not deemed best value to council.

The offer from **SS Bradley Road Solutions Pty Ltd** only provided rates for the one of the items requested in the tender, therefore this offer was deemed non-conforming.

Separable Portion 3 - Spray Seal Surfacing Region Wide

Rank	Tenderer	Evaluation Score (Pre LP)	Evaluation Score (Post LP)
1	Downer EDI Works Pty Ltd - (Environmental)	99.79	114.79
2	Downer EDI Works Pty Ltd	99.42	114.42
3	Austek Asphalt Services Pty Ltd - (Environmental)	98.09	113.09
4	Austek Asphalt Services Pty Ltd	97.97	112.97
5	Allen's Asphalt Pty Ltd	96.53	111.53
6	Fulton Hogan Industries Pty Ltd - (Alternate 1/Environmental)	90.80	90.80
7	Fulton Hogan Industries Pty Ltd	90.60	90.60
8	Australian Road Services Pty Ltd	86.87	86.87
9	Colas QLD Pty Ltd	82.12	82.12
10	Colas QLD Pty Ltd - (Environmental)	81.68	81.68
11	Stanley Macadam Pty Ltd TA Stanley Road Construction	80.97	80.97
12	SS Bradley Road Solutions Pty Ltd	Non-Conforming	Non-Conforming

Downer EDI Works Pty Ltd ('Downer') - provided a quality submission, clearly setting out its ability to deliver the program, and demonstrated the required level of knowledge, experience and resources required to undertake these works. Downer have performed similar works for MBRC in previous years to a high standard. Downer's submission contained provisional rates for environmental mixes which includes high recycled asphalt content (RAP), recycled glass, recycled soft plastics (shopping bags) and recycled ink cartridge toner.

Downer's submission was the lowest priced submission for SP3 and received the highest evaluation score. Based on this, the offer from Downer for SP3 is deemed best value for Council and is the recommendation of SP3.

ITEM 3.1 TENDER - 2021/2022 MBRC ROAD RESURFACING PROGRAM - 61888288 (Cont.)

Austek Asphalt Services Pty Ltd ('Austek') - provided a quality submission, clearly setting out its ability to deliver the program, and demonstrated the required level of knowledge, experience and resources required to undertake these works. Austek have delivered SP3 for the last two consecutive years to a high standard which was evident through their high Contractor Performance Report scores. Austek's submission contained provisional rates for environmental mixes which included high recycled asphalt content (RAP) and the use of recycled tyres both in the asphalt mix (carbon char) and through the use of tyre derived fuel oil in the manufacturing of the asphalt mix.

Austek's environmental mix submission was the fourth lowest priced offer and received the third highest evaluation score for SP3, and so this offer was not deemed best value for Council.

Allen's Asphalt Pty Ltd ('Allen's') - provided a quality submission, clearly setting out its ability to deliver the program, and demonstrated the required level of knowledge, experience and resources required to undertake these works. Allen's have performed similar works for MBRC in previous years to a satisfactory standard. Allen's submission was the third lowest priced offer and received the fourth highest evaluation score for SP3 and so not deemed best value for Council.

The offer from **SS Bradley Road Solutions Pty Ltd** only provided rates for the one of the items requested in the tender, therefore this offer was deemed non-conforming.

3. Strategic Implications

3.1 Legislative / Legal Implications

Due to the value of the work being greater than \$200,000, a tender process was undertaken through LG Tender Box.

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/tender/initiative has been procured/sourced 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.

Tenders were assessed against Council's Procurement Policy under the Competitive Local Business and Industry (local preference) initiative.

3.4 Risk Management Implications

A third-party review of financial status has been carried out on the recommended tenderers.

Suncoast Asphalt Pty Ltd receiving a rating of '*satisfactory*' which has confirmed they have the capability and financial capacity to carry out these tendered works.

Downer EDI Works Pty Ltd receiving a rating of '*very strong*' which has confirmed they have the capability and financial capacity to carry out these tendered works.

The recommended tenderers have advised that they do not foresee circumstances which would prevent the delivery of the separable portion work extents, including COVID-19 effects.

ITEM 3.1 TENDER - 2021/2022 MBRC ROAD RESURFACING PROGRAM - 61888288 (Cont.)

Delivery Risk – The budget funding for this program is substantial year on year and there remains a risk to both the company and MBRC in using one tenderer to deliver the entire road resurfacing program. To mitigate this risk Council officers are recommending a minimum of two tenderers be appointed to deliver these works on an annual basis.

Potential impacts on local traffic, buses and waste collection services have been identified as major risks for these projects. The mitigation strategies to minimise these risks are detailed below:

Impact on local traffic - The recommended tenderers will develop and present approved traffic management plans and approved traffic guidance schemes for this program. Traffic speeds will be reduced within the extent of the works to ensure safe passage for road users and construction activities.

Impact on bus services – The recommended tenderer’s traffic management methods will permit buses to maintain their normal routes. In addition to notifying affected residents, the contractors will notify relevant bus companies of the resurfacing works and the effect the works may have on services. Some projects may be undertaken at night to avoid peak traffic times and minimise disruption during school pick up times and business operating hours.

Impact on waste collection services - All works will be coordinated with normal waste collection times.

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 \$3.2M, providing the expenditure has been provided for in Council’s annual budget.

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

3.6 Financial Implications

Council has allocated \$28.4M in the draft 2021/2022 Capital Project Program budget for road resurfacing works across the region. All works as outlined below will be debited from the following Project Numbers: 101277, 101278, 101279, 101269, 101270, 101271, 101272, 101273, 101274, 101275, 101276 and 101280. All financials below are exclusive of GST.

The total value of the recommended tenders for this contract is:

Separable Portion 1 - Tender Price	\$ 6,280,472.72
Separable Portion 2 - Tender Price	\$ 6,907,628.28
Separable Portion 3 - Tender Price	\$ 1,117,864.56
Contingency (10%)	\$ 1,430,596.56
<u>QLeave</u>	<u>\$ 82,259.30</u>
<u>Total Project Cost</u>	<u>\$ 15,818,821.42</u>

Works will commence in July 2021 and be completed by the end of March 2022 for SP1 and SP2 with SP3 going through to the end of May 2022.

In addition to the above works, a selection of works will be undertaken internally by Council’s construction crews; these works are estimated at \$5.56M (ex GST). These internal works will be predominantly within Divisions 11 and 12.

The required line marking for all portions of works will be undertaken through MBRC’s standing purchasing arrangement register for line marking. Initial estimate of costs is \$0.8M (ex GST) based on previous programs and the current scope of works.

ITEM 3.1 TENDER - 2021/2022 MBRC ROAD RESURFACING PROGRAM - 61888288 (Cont.)

Based upon the above cost information being achieved, there will be approximately \$6.16M remaining from the budget allocation. The intention would be to bring forward road resurfacing projects from the 2022/2023 financial year road resurfacing program and undertake these in 2021/2022 financial year. Council will be further consulted as to the 'additional' program of works.

3.7 Economic Benefit Implications

The road resurfacing works will address pavement surface quality, extend the life of the pavements and reduce recurrent maintenance costs on the scheduled roads.

3.8 Environmental Implications

The tender assessment included a review of the recommended tenderer's environmental policies and procedures regarding environmental protection. The recommended tenderers have suitable environmental policies and procedures in place to undertake the works.

3.9 Social Implications

The works will improve vehicle safety and the roads' structural integrity and rideability.

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 right implications relevant to Council's decision in this matter.

3.11 Consultation / Communication

Consultation with residents will be undertaken utilising Project Notices. Direct communication with Translink and all emergency services, advising of the timing of the upcoming road works, will be undertaken once the tender has been awarded and a finalised program of works has been provided by the successful tenderers.

Variable Message Signage will be utilised and displayed prior to and throughout several larger select projects, to notify road users. The successful tenderers are required to provide written advice to all affected residents two days prior to projects being undertaken in their street etc.

**ITEM 3.2
TENDER - PETRIE - BEEVILLE ROAD - ROAD REHABILITATION AND
INTERSECTION UPGRADE**

Meeting / Session: 3 ENGINEERING, CONSTRUCTION & MAINTENANCE
Reference: 62114574 : 31 May 2021 - Refer **Confidential Supporting Information
62007984**
Responsible Officer: AM, Project Engineer (ECM Project Management)

Executive Summary

Tenders were invited for the 'Petrie - Beeville Road - Road Rehabilitation and Intersection Upgrade (MBRC010775)' project. Tenders closed on 29 April 2021, with a total of nine tenders received, six of which were conforming.

It is recommended that the tender for the 'Petrie - Beeville Road - Road Rehabilitation and Intersection Upgrade (MBRC010775)' project be awarded to Allroads Pty Ltd, for the sum of \$5,377,101.55 (excluding GST) as this tender was evaluated as representing the best overall value to Council.

RESOLUTION

Moved by Cr Mick Gillam

Seconded by Cr Denise Sims (Deputy Mayor)

CARRIED 13/0

1. That the tender for the 'Petrie - Beeville Road - Road Rehabilitation and Intersection Upgrade (MBRC010775)' project be awarded to Allroads Pty Ltd, for the sum of \$5,377,101.55 (excluding GST).
2. That the Council enters into an agreement with Allroads 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 Allroads Pty Ltd for the 'Petrie - Beeville Road - Road Rehabilitation and Intersection Upgrade (MBRC010775)' project and any required variations of the agreement on Council's behalf.
4. That it be noted this project has been awarded in accordance with Council's Procurement Policy under the Competitive Local Business and Industry (local preference) initiative.
5. That to allow this tender to be awarded, Council commits the \$4,900,000 project budget allocation in the draft 2021/22 FY Capital Projects Program towards the project.
6. That to allow this project to continue, Council commits to the provision of an additional \$79,000.00 in the 21/22 FY quarter one financial review process towards the project.

ITEM 3.2 TENDER - PETRIE - BEEVILLE ROAD - ROAD REHABILITATION AND INTERSECTION UPGRADE - 62114574 (Cont.)

OFFICER'S RECOMMENDATION

1. That the tender for the '*Petrie - Beeville Road - Road Rehabilitation and Intersection Upgrade (MBRC010775)*' project be awarded to Allroads Pty Ltd, for the sum of \$5,377,101.55 (excluding GST).
2. That the Council enters into an agreement with Allroads 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 Allroads Pty Ltd for the '*Petrie - Beeville Road - Road Rehabilitation and Intersection Upgrade (MBRC010775)*' project and any required variations of the agreement on Council's behalf.
4. That it be noted this project has been awarded in accordance with Council's Procurement Policy under the Competitive Local Business and Industry (local preference) initiative.
5. That to allow this tender to be awarded, Council commits the \$4,900,000 project budget allocation in the draft 2021/22 FY Capital Projects Program towards the project.
6. That to allow this project to continue, Council commits to the provision of an additional \$79,000.00 in the 21/22 FY quarter one financial review process towards the project.

REPORT DETAIL

1. Background

The project is located on Beeville Road, Petrie, from the Dayboro Road roundabout to the bend which adjoins 957 Torrens Road (entrance to park on Kurwongbah Dam).

The project scope includes the rehabilitation of the subject section of road, over 1500m, specifically, the works include:

- Reconfiguration of the existing 4-way priority-controlled intersection at Frenchs Road to traffic signals;
- Signalised pedestrian crossing facilities;
- Shoulder widening, to include on-road bicycle lanes and additional traffic turn lanes to all approaches;
- Pathway renewal and widening;
- Upgrade of raised medians;
- Renewal of the existing road surfaces and landscaping to medians; and
- Upgrade and renewal of stormwater drainage between Monavale Way and Relesah Drive.

The objective of the project is to improve the level of service and safety for pedestrians, cyclists and road users. This will be achieved through renewing pavement and road surfaces; and reducing traffic delays through intersection upgrade and signalling.

The works will commence as soon as the recommended tenderer has secured the projects' supply of steel reinforced concrete pipe (srp) needs. The recommended tenderer has allowed 10 weeks for this procurement element. Other tenderers allowed longer periods in their respective tenders. The recommended tenderer's program once srp has been secured is for twenty-five 25 weeks to complete, which includes an allowance for wet weather (42 days).

ITEM 3.2 TENDER - PETRIE - BEEVILLE ROAD - ROAD REHABILITATION AND INTERSECTION UPGRADE - 62114574 (Cont.)

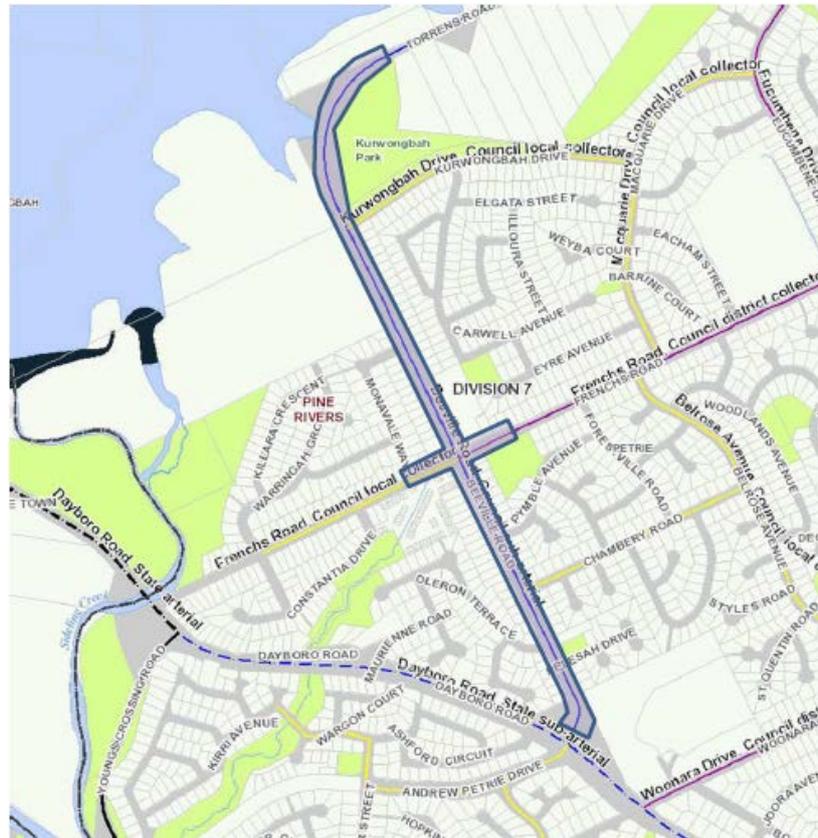


Figure 1: Beeville Road Locality Plan

2. Explanation of Item

Tenders for the 'Petrie - Beeville Road - Road Rehabilitation and Intersection Upgrade (MBRC010775)' project closed on 29 April 2021, with a total of nine tenders received, six of which 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	Allroads Pty Ltd	100.00	107.50
2	Ertech (Queensland) Pty Ltd	99.95	107.45
3	Civlec Pty Ltd TA GRC Civil	88.03	88.03
4	CCA Winslow Pty Ltd	87.57	87.75
5	CCA Winslow Pty Ltd Alternative Tender 2	85.54	85.54
6	Auzcon Pty Ltd	71.48	71.48
7	CCA Winslow Pty Ltd Alternative Tender 1	Non-Conforming	

ITEM 3.2 TENDER - PETRIE - BEEVILLE ROAD - ROAD REHABILITATION AND INTERSECTION UPGRADE - 62114574 (Cont.)

RANK	TENDERER	EVALUATION SCORE (Pre Local Preference)	EVALUATION SCORE (Post Local Preference)
8	CCA Winslow Pty Ltd Alternative Tender 3	Non-Conforming	
9	Envirosweep	Non-Conforming	

Allroads Pty Ltd ('Allroads') - submitted a comprehensive tender that demonstrated their experience on projects of similar scale and complexity. A tender clarification meeting was held on 15 May 2021, at which Allroads demonstrated their experience, methodology, understanding of the project and capability in delivery of the project. Allroads provided examples of relevant project experience, including Petrie Mill Intersection Upgrade (valued at \$9.4m) for Moreton Bay Regional Council, Raymont Road and Grange Road Intersection Upgrade (valued at \$3.45m) for Brisbane City Council and Wembley Road and Third Avenue, Berrinba Intersection Upgrade (valued at \$4.6m) for Logan City Council.

Allroads provided the most efficient programme for the proposed works and demonstrated an understanding of the requirements for working in a residential area, include methodology for night works. Allroads' submission included a comprehensive traffic management plan, following their review of a traffic study provided at tender stage. Allroads submitted the lowest tender price.

The evaluation panel recommends that the tender from Allroads represents the best overall value for Council.

Ertech (Queensland) Pty Ltd ('EQ') - submitted a comprehensive tender, detailing their construction methodology and demonstrating experience on similar projects. A program of 31 weeks from commencement on site, following an 18-26 week lead time for SRCP, was provided, inclusive of a wet weather allowance (42 days). There were no additional benefits identified for the higher price.

Civlec Pty Ltd, trading as GRC Civil ('GRC') - submitted a comprehensive tender, demonstrating their experience on projects of a similar scale and complexity, however, no additional benefits were identified for the higher price. GRC provided a construction program of 50 weeks, following an 18-20 week lead time for SRCP. The program provided included a wet weather allowance (100 days).

Non-conforming tenders – The alternative 1 and 3 submissions from CCA Winslow Pty Ltd were submitted as schedule of rates contract and not a lump sum contract. The tender from Envirosweep did not provide the mandatory tender documentation.

3. Strategic Implications

3.1 Legislative / Legal Implications

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

3.2 Corporate Plan / Operational Plan

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

ITEM 3.2 TENDER - PETRIE - BEEVILLE ROAD - ROAD REHABILITATION AND INTERSECTION UPGRADE - 62114574 (Cont.)

3.3 Policy Implications

This project/contract/initiative has been procured/sourced 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.

Tenders were tested against Council's Procurement Policy under the Competitive Local Business and Industry (local preference) initiative.

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 third-party financial assessment 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, 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 proximity of the natural environment and surrounding properties to ensure the safety and well-being of all during the works.
- 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 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. At the tender clarification meeting, the recommended tenderer did not raise any foreseen COVID-19 related impacts which would affect material supply chains and overall time delivery of the project works.
- e. To avoid delays onsite, works will not commence until the required steel reinforced concrete pipes (scrp) have been received. The recommended tenderer has allocated a period of ten weeks in their tender offer. All conforming tenderers were requested to confirm the lead time allowance for scrp and also to provide an itemised cost for scrp supply. This information was requested for clarification purposes, at tender clarification stage, to enable Council to source the scrp directly, should contractor lead times not be achievable. Council has allowed 26 weeks lead time to mitigate risk and provide consistency across all of the tenders.
- f. An allowance has been made for night works for the installation of stormwater pipework.
- g. The project is not impacted by any Development Approvals.
- h. Dilapidation inspections will be conducted prior to works commencing on building and surrounding areas to record the existing condition of assets and again after construction to record any change.

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 \$3.2M, providing the expenditure has been provided for in Council's annual budget.

The cost of this project requires an amendment to the budget allocation and is therefore reported to Council for consideration.

ITEM 3.2 TENDER - PETRIE - BEEVILLE ROAD - ROAD REHABILITATION AND INTERSECTION UPGRADE - 62114574 (Cont.)

3.6 Financial Implications

Council has allocated a total of \$6,636,000 for this project, consisting of \$50,000 in the 2018/19 FY Capital Works Program for planning; \$180,000 in the 2019/20 FY Capital Works Program for design; \$1,506,000 in the 2020/21 FY Capital Works Program for service relocations and construction; and \$4,900,000 in the draft 2021/22 FY Capital Works Program for construction. All financials below are excluding GST.

Design 2019/20	\$	139,589.00
Service Relocations (Energex, Unitywater, Telstra)	\$	624,177.48
Construction tender	\$	5,377,101.55
Contingency (10%)	\$	537,710.16
QLeave (0.575%)	\$	30,918.33
<u>Construction Phase Consultant</u>	\$	5,000.00
<u>Total Project Cost</u>	\$	6,714,496.52

Estimated ongoing operational/maintenance costs \$ 14,500.00 per F/Y.

The budget amount for this project is insufficient. To allow this project to proceed, Council commits to the provision of an additional \$79,000 in the 21/22 FY quarter one financial review process.

3.7 Economic Benefit Implications

Once the project has been completed, the improved road pavement and medians will result in reduced maintenance and other lifecycle costs to Council.

3.8 Environmental Implications

An Environmental Management Plan will be provided to Council by the recommended 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 road upgrade will reduce the likelihood of traffic accidents, by improving sightlines for approach and departures and by providing a road environment that improves delineation and separation. Improved pedestrian and cycling facilities, including off road paths and on-road space for cycling are included in the rehabilitation works.

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 right implications relevant to Council's decision in this matter.

3.11 Consultation / Communication

The businesses and residents adjacent to the works will be notified of the works and expected construction timeframe four weeks prior to commencement via a project notice, project signage, door knocking. Variable message boards will be displayed two weeks prior to the commencement of construction works. These variable message boards will be used to advise motorists of changes throughout the construction duration. Residents will be notified of night works one weeks prior to commencement, via a notice with a reminder to follow two days prior to the works via a letter and door knocking. The detailed communications plan will include a Councillor weekly email update and website page with twice weekly updates. The Divisional Councillor has been consulted and is supportive of the project.

ITEM 3.3

TENDER - BURPENGARY - CABOOLTURE REGIONAL ENVIRONMENTAL EDUCATION CENTRE (CREEC) - SITE POWER SYSTEM UPGRADE

Meeting / Session: 3 ENGINEERING, CONSTRUCTION & MAINTENANCE
Reference: 62072352 : 31 May 2021 - Refer **Confidential Supporting Information 61595528**
Responsible Officer: PJ, Project Manager (ECM Project Management)

Executive Summary

Tenders were called from Council's Prequalified Electrical Services including Data Cabling Panel for the 'Burpengary - Caboolture Regional Environmental Education Centre - Site Power System Upgrade (MBRC009521 / VP218255)' project. Tenders closed on 27 April 2021 with a total of two tender submissions received, both of which were conforming.

It is recommended that the tender for the 'Burpengary - Caboolture Regional Environmental Education Centre - Site Power System Upgrade (MBRC009521 / VP218255)' project be awarded to Erinbowl Pty Ltd (trading as Base Electrical), for the sum of \$200,950.00 (excluding GST) as this tender was evaluated as representing the best overall value to Council.

RESOLUTION

Moved by Cr Mark Booth

Seconded by Cr Sandra Ruck

CARRIED 13/0

1. That the tender for the 'Burpengary - Caboolture Regional Environmental Education Centre - Site Power System Upgrade (MBRC009521 / VP218255)' project be awarded to Erinbowl Pty Ltd (trading as Base Electrical), for the sum of \$200,950.00 (excluding GST).
2. That the Council enters into an agreement with Erinbowl Pty Ltd (trading as Base Electrical), 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 Erinbowl Pty Ltd (trading as Base Electrical) for the 'Burpengary - Caboolture Regional Environmental Education Centre - Site Power System Upgrade (MBRC009521 / VP218255)' project and any required variations of the agreement on Council's behalf.
4. That it be noted the Local Preference Policy was not applied for this project as the project was procured via council Electrical Services including Data Cabling panel arrangement in line with Council's Procurement policy.
5. That to allow this project to continue, and for Council to be able to enter into the arrangement, Council commits to the provision of an additional \$137,000 in the 2021-22 FY Q1 financial review process towards the project.

ITEM 3.3 TENDER - BURPENGARY - CABOOLTURE REGIONAL ENVIRONMENTAL EDUCATION CENTRE (CREEC) - SITE POWER SYSTEM UPGRADE - 62114574 (Cont.)

OFFICER'S RECOMMENDATION

1. That the tender for the *'Burpengary - Caboolture Regional Environmental Education Centre - Site Power System Upgrade (MBRC009521 / VP218255)'* project be awarded to Erinbowl Pty Ltd (trading as Base Electrical), for the sum of \$200,950.00 (excluding GST).
2. That the Council enters into an agreement with Erinbowl Pty Ltd (trading as Base Electrical), 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 Erinbowl Pty Ltd (trading as Base Electrical) for the *'Burpengary - Caboolture Regional Environmental Education Centre - Site Power System Upgrade (MBRC009521 / VP218255)'* project and any required variations of the agreement on Council's behalf.
4. That it be noted the Local Preference Policy was not applied for this project as the project was procured via council Electrical Services including Data Cabling panel arrangement in line with Council's Procurement policy.
5. That to allow this project to continue, and for Council to be able to enter into the arrangement, Council commits to the provision of an additional \$137,000 in the 2021-22 FY Q1 financial review process towards the project.

REPORT DETAIL

1. Background

The project is located at Caboolture Regional Environmental Education Centre (CREEC), 150 Rowley Road, Burpengary. The project scope is for the upgrade of power systems and infrastructure, which include:

- Upgrade of power supply and mains cabling to the site;
- Installation of new communications infrastructure, pit and conduit for future CCTV;
- New site main switchboard and demolish existing;
- Installation of new distribution switchboards and removal of existing, to the Visitor Centre and Nursery;
- Replacement of solar panels and inverter to the Visitor Centre; and
- Landscaping.

The objective of the project is to provide sufficient electrical capacity and communications infrastructure to support planned development of the site.

Construction will commence in June/July 2021 and is estimated to take 12 weeks to complete, which includes an allowance for wet weather.

ITEM 3.3 TENDER - BURPENGARY - CABOOLTURE REGIONAL ENVIRONMENTAL EDUCATION CENTRE (CREEC) - SITE POWER SYSTEM UPGRADE - 62114574 (Cont.)



Figure 2: Caboolture Regional Environmental Education Centre Locality Plan

2. Explanation of Item

Tenders were called from Council's Prequalified Electrical Services including Data Cabling Panel for the 'Burpengary - Caboolture Regional Environmental Education Centre - Site Power System Upgrade (MBRC009521 / VP218255)' project, which closed on 27 April 2021, with a total of two tenders received both of which 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
1	Erinbowl Pty Ltd (trading as Base Electrical)	100.00
2	Electrical Services Queensland Pty Ltd	90.83

ITEM 3.3 TENDER - BURPENGARY - CABOOLTURE REGIONAL ENVIRONMENTAL EDUCATION CENTRE (CREEC) - SITE POWER SYSTEM UPGRADE - 62114574 (Cont.)

Erinbowl Pty Ltd, trading as Base Electrical ('BE') - submitted a comprehensive and well-presented tender, demonstrating their experience, methodology, understanding and capability in delivery of the project. BE provided examples of relevant project experience, including Paris Park Pathway Lighting (valued at \$82k); Queens Beach Foreshore Lighting (valued at \$320k); and Caboolture Precinct CCTV Installation (valued at \$90k), all for Moreton Bay Regional Council.

BE provided the most efficient program for the proposed works and the lowest priced tender. The evaluation panel considers the tender from BE to represent the best overall value for Council.

Electrical Services Queensland Pty Ltd ('ESQ') - submitted a comprehensive and well-presented tender, demonstrating their project experience, however, there were no additional benefits identified for the higher price.

3. Strategic Implications

3.1 Legislative / Legal Implications

Council sought quotations via Council's Prequalified Electrical Services inc Data Cabling Panel (MBRC009521) for the work through Vendor Panel, 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/contract/initiative has been procured/sourced 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 was not applied, as the project was procured via council Electrical Services including Data Cabling panel arrangement in line with Council's Procurement policy.

3.4 Risk Management Implications

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

Financial Risk:

The recommended tenderer is prequalified on Council's Prequalified Electrical Services including Data Cabling Panel (MBRC009521).

Construction Risks:

- a. The recommended tenderer will provide a program of works, staging plans, traffic management plans, safety management plan, environmental 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 to ensure the safety and well-being of all during the works.
- 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.

ITEM 3.3 TENDER - BURPENGARY - CABOOLTURE REGIONAL ENVIRONMENTAL EDUCATION CENTRE (CREEC) - SITE POWER SYSTEM UPGRADE - 62114574 (Cont.)

- d. 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. At the tender clarification meeting, the recommended tenderer did not foresee any COVID-19 related impacts which would affect material supply chains and overall time delivery of the project works.
- e. The project is not impacted by any Development Approvals.
- f. Dilapidation inspections will be conducted prior to works commencing on building and surrounding areas to record the existing condition of assets and again after construction to record any change.

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 \$3.2M, providing the expenditure has been provided for in Council's annual budget.

The cost of this project requires an amendment to the budget allocation and is therefore reported to Council for consideration.

3.6 Financial Implications

Council has allocated a total of \$100,000 in the 2020/21 FY Capital Projects Program for the design and construction of this project. All financial information below is excluding GST.

Design	\$ 10,210.00
Tender Price (Construction)	\$ 200,950.00
Contingency 10%	\$ 20,095.00
Q-Leave (0.575%)	\$ 1,155.46
Supervision/Admin Costs	<u>\$ 4,400.00</u>
Total Project Cost	<u>\$ 236,810.46</u>

Estimated ongoing operational/maintenance costs \$ 4,000.00 per F/Y.

The budget amount for this project is insufficient. To allow this project to proceed and for Council to enter into the arrangement, Council commits to the provision of an additional \$137,000 in the 2021-22 FY quarter one financial review process.

3.7 Economic Benefit Implications

A reduction in operational costs will be achieved through the installation of a new solar power system to the Visitor Centre. The project will also enable expansion of the site, providing potential future revenue from community and group use/hire.

3.8 Environmental Implications

An Environmental Management Plan will be provided to Council by the recommended 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

Delivery of the project will enable the expansion of the site, as per Council's Master Plan, providing increased community interaction and environmental education services.

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 right implications relevant to Council's decision in this matter.

ITEM 3.3 TENDER - BURPENGARY - CABOOLTURE REGIONAL ENVIRONMENTAL EDUCATION CENTRE (CREEC) - SITE POWER SYSTEM UPGRADE - 62114574 (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 projects signs displayed on site prior to construction. The stakeholders, including Caboolture Regional Environmental Education Centre staff have been consulted regarding the project. The detailed communications plan will include a Councillor weekly email update and website page with fortnightly updates. The Divisional Councillor has been consulted and is supportive of the project.

ITEM 3.4

TENDER - SAMFORD VALLEY - PRIVATE PERCY CASH PEDESTRIAN BRIDGE - CROSSING AND PATHWAY CONSTRUCTION

Meeting / Session: 3 ENGINEERING, CONSTRUCTION & MAINTENANCE
Reference: 62086536 : 31 May 2021 - Refer **Confidential Supporting Information 61841964**
Responsible Officer: NM, Senior Project Manager (ECM Project Management)

Executive Summary

Tenders were called for the 'Samford Valley - Private Percy Cash Pedestrian Bridge - Crossing and Pathway Construction (MBRC010707)' project. The tender closed on 13th May 2021 with a total of six tenders received, five of which were conforming.

It is recommended that Council award the tender for 'Samford Valley - Private Percy Cash Pedestrian Bridge - Crossing and Pathway Construction (MBRC010707)' project to Cragcorp Pty Ltd (trading as Queensland Bridge and Civil) for the sum of \$3,478,220.00 (excluding GST) as this tender was evaluated as representing the best overall value to Council.

The project has received \$500,000 in funding from the State Government's Works for Queensland program; and up to a maximum of \$2,000,000 from the State Government's Department of Transport and Main Roads (DTMR).

RESOLUTION

Moved by Cr Darren Grimwade
Seconded by Cr Matt Constance

CARRIED 13/0

1. That the tender for the 'Samford Valley - Private Percy Cash Pedestrian Bridge - Crossing and Pathway Construction (MBRC010707)' project be awarded to Cragcorp Pty Ltd (trading as Queensland Bridge and Civil) for the sum of \$3,478,220 (excluding GST).
2. That the Council enters into an agreement with Cragcorp Pty Ltd (trading as Queensland Bridge and Civil) 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 Cragcorp Pty Ltd (trading as Queensland Bridge and Civil) for the 'Samford Valley - Private Percy Cash Pedestrian Bridge - Crossing and Pathway Construction (MBRC010707)' project and any required variations of the agreement on Council's behalf.
4. That it be noted this project has been awarded in accordance with Council's Procurement Policy under the Competitive Local Business and Industry (local preference) initiative.
5. That to allow Council to enter into the agreement Council commits the \$2,700,000 in funding allocated in the 21-22 FY draft Capital Projects Program to this project; and similarly, Council commits to the provision of an additional \$178,000 in funding for the project at the 21-22 FY quarter one financial review process.

ITEM 3.4 TENDER - SAMFORD VALLEY - PRIVATE PERCY CASH PEDESTRIAN BRIDGE - CROSSING AND PATHWAY CONSTRUCTION - 62086536 (Cont.)

OFFICER'S RECOMMENDATION

1. That the tender for the 'Samford Valley - Private Percy Cash Pedestrian Bridge - Crossing and Pathway Construction (MBRC010707)' project be awarded to Cragcorp Pty Ltd (trading as Queensland Bridge and Civil) for the sum of \$3,478,220 (excluding GST).
2. That the Council enters into an agreement with Cragcorp Pty Ltd (trading as Queensland Bridge and Civil) 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 Cragcorp Pty Ltd (trading as Queensland Bridge and Civil) for the 'Samford Valley - Private Percy Cash Pedestrian Bridge - Crossing and Pathway Construction (MBRC010707)' project and any required variations of the agreement on Council's behalf.
4. That it be noted this project has been awarded in accordance with Council's Procurement Policy under the Competitive Local Business and Industry (local preference) initiative.
5. That to allow Council to enter into the agreement Council commits the \$2,700,000 in funding allocated in the 21-22 FY draft Capital Projects Program to this project; and similarly, Council commits to the provision of an additional \$178,000 in funding for the project at the 21-22 FY quarter one financial review process.

REPORT DETAIL

1. Background

The project is located adjacent to the Private Percy Cash Bridge, Mount Samson Road, Samford Valley. The scope of works includes the detailed design and construction of a pedestrian/cycle bridge over the South Pine River, and concrete pathway connections to the existing pathway and street network.

The need for the project has arisen from the existing DTMR road bridge being only wide enough for a single 3.5m wide traffic lane in each direction, with no provision for pedestrians or cyclists who are forced to walk or cycle across the bridge in the traffic lanes. The expected outcome of the project is the provision of a safe pedestrian and cyclist access route across South Pine River.

A low-level crossing, considering both upstream and downstream of the existing bridge was initially considered and design costs incurred. During final discussions on the low-level design crossing with DTMR, DTMR advised funds were available for a pedestrian bridge and cycleway, which was considered a far superior alternative. DTMR agreed to a 50/50 contribution towards the project to a maximum contribution value of \$2M.

On this basis, Council then proceeded with design of a high-level crossing on the upstream side of the existing DTMR road bridge. The upstream location was chosen as it provides better connectivity to existing road networks for cyclists, will require less vegetation removal and provides sufficient flood immunity. The high-level crossing design has now been approved by DTMR.

This tender relates to the construction phase and will commence in early July 2021 and take twenty-four weeks to complete, including allowances for lead times and two weeks wet weather.

ITEM 3.4 TENDER - SAMFORD VALLEY - PRIVATE PERCY CASH PEDESTRIAN BRIDGE - CROSSING AND PATHWAY CONSTRUCTION - 62086536 (Cont.)

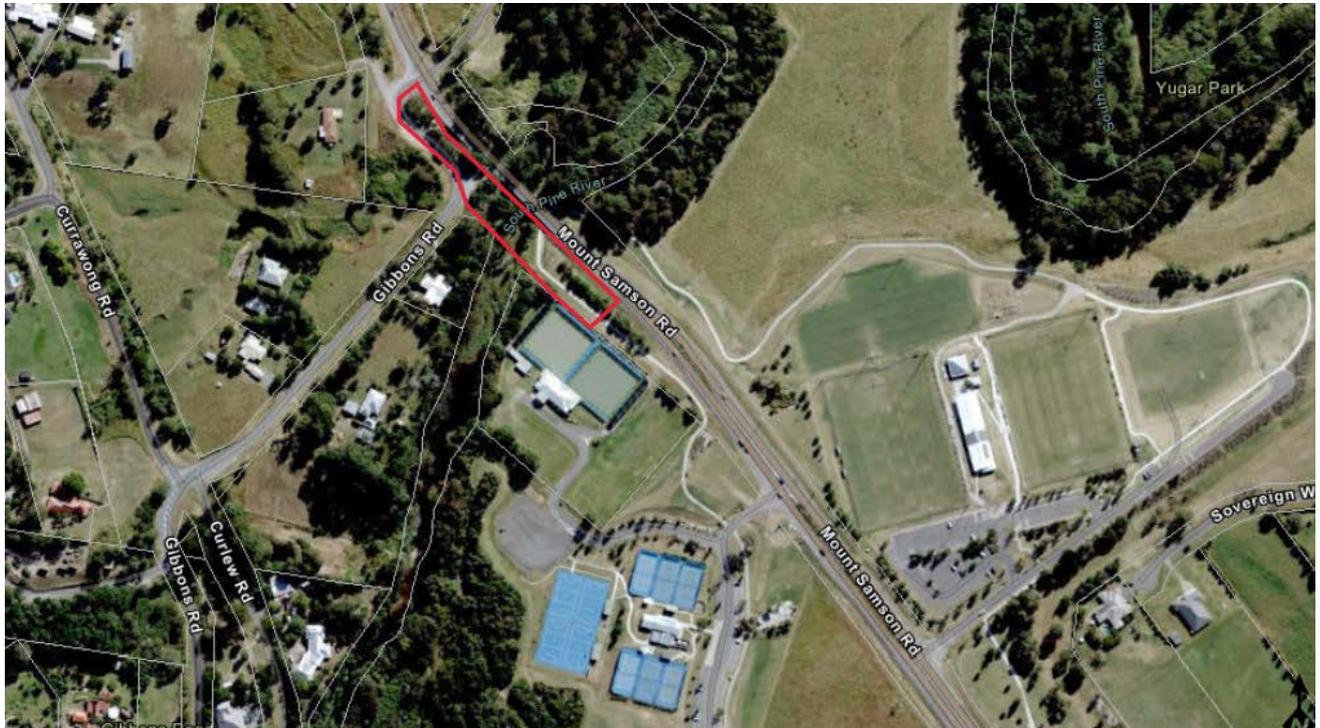


Figure 3: Location of Works

2. Explanation of Item

Tenders for the 'Samford Valley - Private Percy Cash Pedestrian Bridge - Crossing and Pathway Construction (MBRC010707)' project closed on 13th May 2021 with a total of six submissions received, five of which were conforming, with one submission non-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. The received tenders and evaluation scores are tabled below (ranked from highest to lowest):

RANK	TENDERER	EVALUATION SCORE (Pre-Local Preference)	EVALUATION SCORE (Post-Local Preference)
1	Cragcorp Pty Ltd (trading as Queensland Bridge and Civil)	95.71	103.21
2	Main Constructions Pty Ltd	93.49	100.99
3	Alder Constructions Pty Ltd	95.76	99.51
4	Davbridge Properties Pty Ltd (trading as Davbridge Constructions)	83.33	83.33
5	Auzcon Pty Ltd	81.78	81.78
6	Superior Kerb and Concreting	Non-conforming	Non-Conforming

Cragcorp Pty Ltd, trading as Queensland Bridge and Civil ('QBC') - submitted a detailed tender and demonstrated their methodology and experience on projects of similar nature. At the tender clarification meeting held 26 May 2021, QBC demonstrated their relevant experience, methodology, understanding and capability in delivering the project. QBC demonstrated how they will manage construction within a waterway, including access requirements and environmental management through erosion and control measures.

ITEM 3.4 TENDER - SAMFORD VALLEY - PRIVATE PERCY CASH PEDESTRIAN BRIDGE - CROSSING AND PATHWAY CONSTRUCTION - 62086536 (Cont.)

QBC's construction time frame of 24 weeks (including wet weather) and availability to commence in July presents less risk to Council as the project would mainly be completed during the dry season. Less time to complete the project also decreases the risk of constructing during a major weather event.

QBC provided examples of similar projects including - Veloway Pedestrian Bridge Packages 2 and 4 (\$5.5M) and Veloway Pedestrian Bridge Package 1 (\$2.8M) for DTMR and the Gateway North Connection Cycleway (\$5.8M) for Brisbane City Council.

QBC's tender achieved the highest evaluation score post local preference application. Further QBC's tender was considered by the evaluation panel to provide the lowest risk, based upon their detailed methodology and experience on many similar projects, and represented the best overall value to Council and is recommended by the assessment panel.

Main Constructions Pty Ltd ('Main') - submitted a comprehensive and well-presented tender and were the lowest price tender. At a tender clarification meeting held on 26 May 2021, Main demonstrated their project experience and capability in delivering the project and detailed their methodology in dealing with the risks associated with the project; however, did not receive the highest score by the evaluation panel post local preference application.

Main provided experience in projects that were of lesser scale and value to this project. Projects presented in the submission included the Beams Road Culvert Widening (\$680k) for Brisbane City Council, Maba Court Pedestrian bridge (\$603k) and Mango Hill Footbridge (\$270k) for Moreton Bay Regional Council.

Main provided a construction time frame of forty-two weeks to complete the works, including wet weather days. The evaluation panel considered that Main's offer presented greater risk as the project would be completed over a longer duration of the annual wet season.

Alder Constructions Pty Ltd ('Alder') - submitted a comprehensive and well-presented tender demonstrating their relevant project experience and were the second lowest tender pre application of the local procurement policy. Alder presented a time frame of 38 weeks to complete the project, presenting a project risk in terms of weather and the environment.

Superior Kerb and Concreting ('Superior') - Non-conforming, - the tenderer did not submit a conforming tender in accordance with tender documents as they provided kerb pricing only, not a lump sum tender for the overall project.

3. Strategic Implications

3.1 Legislative / Legal Implications

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

3.2 Corporate Plan / Operational Plan

This project is consistent with the Corporate Plan outcome - Valuing Lifestyle: 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.

Tenders were tested against Council's Procurement Policy under the Competitive Local Business and Industry (local preference) initiative.

ITEM 3.4 TENDER - SAMFORD VALLEY - PRIVATE PERCY CASH PEDESTRIAN BRIDGE - CROSSING AND PATHWAY CONSTRUCTION - 62086536 (Cont.)

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.

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

Construction Risks:

- a. The recommended tenderer will provide a program of works, safety management plan, environmental 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 monitored by Project Management.
- b. The recommended tenderer has indicated their understanding of the project site to ensure the safety and wellbeing of all during the works. This tenderer specialises in construction of bridge structures and has completed several successful projects for SEQ Councils, including bridges over water bodies.
- 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. An allowance for wet weather (2 weeks) is included in the recommended tenderer's construction program. 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. At the tender clarification meeting, the recommended tenderer did not raise any foreseen COVID-19 related impacts which would affect material supply chains and overall time delivery of the project works.
- e. There are no Development Approvals associated with, or impacting this 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 \$3.2M, providing the expenditure has been provided for in Council's annual budget.

The cost of this project exceeds the delegated limit and requires an amendment to the budget allocation and is therefore reported to Council for consideration.

3.6 Financial Implications

Council has allocated a total of \$4,200,000.00 in the Capital Projects Program towards this project, with \$47,481.00 for design in the 19/20 FY and \$1,452,519 in the 20/21 FY for construction. A further \$2,700,000 is identified in the draft 21/22 FY Capital Projects budget for construction. The project has received \$500,000 in funding from the State Government's Works for Queensland program and up to a maximum of \$2,000,000 from Queensland Transport and Main Roads for the project. All financial information provided below is excluding GST.

Design 19/20	\$ 47,481.00
Design 20/21	\$ 387,515.98
Energex Design	\$ 13,763.13
Unity Water Design	\$ 3,494.29
Telstra Design/Construction	\$ 68,829.60
Tender Price (Construction)	\$ 3,478,220.00
Contingency (10%)	\$ 347,822.00
Construction Phase Supervision	\$ 10,000.00
QLeave (0.575%)	<u>\$ 19,999.77</u>
Total Project Cost	<u>\$ 4,377,125.77</u>

ITEM 3.4 TENDER - SAMFORD VALLEY - PRIVATE PERCY CASH PEDESTRIAN BRIDGE - CROSSING AND PATHWAY CONSTRUCTION - 62086536 (Cont.)

Covid funding W4Q	\$ 500,000.00
Department of Main Roads funding	\$ 2,000,000.00
<u>Net cost to Council</u>	<u>\$ 1,877,125.77</u>

Estimated ongoing operational/maintenance costs \$13,500 per F/Y.

The budget amount for this project is insufficient. To allow Council to enter into the agreement, Council commits to the provision of an additional \$178,000.00 in the 21/22 FY quarter one financial review process.

3.7 Economic Benefit Implications

The new pedestrian bridge will provide safer access for cyclists and pedestrians to and from the north which will encourage local visitation and tourism.

3.8 Environmental Implications

The pedestrian bridge will encourage more journeys to be made using active means, taking people out of their cars and resulting in reduced emissions. Working in and around a watercourse presents a risk in rainfall events. Environmental impacts will be managed in accordance with a site-specific Environmental Management Plan provided by the recommended tenderer contractor.

3.9 Social Implications

Safety and comfort of all active transport users will improve with separation provided between cyclists/pedestrians and road traffic. With more people using active transport it will lead to a more accepted cycling culture in the community and less reliance on cars. More people using active transport means results in a healthier population.

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 right implications relevant to Council's decision in this matter

3.11 Consultation / Communication

A detailed communication plan has been prepared for this project. Communication strategies include project notices issued four weeks prior to 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 include twice weekly webpage updates. The Divisional Councillor has been consulted and is supportive of the project.

4 PLANNING SESSION

(Cr D Grimwade)

No items for consideration.

5 COMMUNITY & ENVIRONMENTAL SERVICES SESSION

(Cr M Gillam)

ITEM 5.1

NEW LEASE - PINE RIVERS RAPIDS BASEBALL CLUB INC. AND PINE RIVERS PUMAS RUGBY UNION CLUB INC.

Meeting / Session: 5 COMMUNITY & ENVIRONMENTAL SERVICES
Reference: 61928900 : 9 June 2020 - **Refer Supporting Information 61928901**
Responsible Officer: CM, Supervisor Community Leasing (CES Community Services, Sport & Recreation)

Executive Summary

This report seeks Council's approval for the provision of a lease to the Pine Rivers Rapids Baseball Club Inc. and the Pine Rivers Pumas Rugby Union Club Inc. at Les Hughes Sporting Complex, 119 Francis Road, Bray Park (Division 8) (refer Supporting Information #1).

RESOLUTION

Moved by Cr Cath Tonks

Seconded by Cr Sandra Ruck

CARRIED 13/0

1. That the exception contained in section 236(1)(b)(ii) of the Local Government Regulation 2012 applies to the Council regarding the disposal of the land referred to in this report.
2. That, subject to recommendation 4, Pine Rivers Rapids Baseball Club Inc. be granted a lease over an area at 119 Francis Road, Bray Park (refer Supporting Information #1) for a period of five years.
3. That, subject to recommendation 4, Pine Rivers Pumas Rugby Union Club Inc. be granted a lease over an area at 119 Francis Road, Bray Park (refer Supporting Information #1) for a period of five years.
4. That the terms and conditions of the leases referred to in recommendations 2 and 3 above be in accordance with Council's Community Leasing Policy, with annual rental commencing at \$1.00 per annum.
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 leases and any required variations of the leases on the Council's behalf, as described in this report.

ITEM 5.1 NEW LEASE - PINE RIVERS RAPIDS BASEBALL CLUB INC. AND PINE RIVERS PUMAS RUGBY UNION CLUB INC. - 61928900 (Cont.)

OFFICER'S RECOMMENDATION

1. That the exception contained in section 236(1)(b)(ii) of the Local Government Regulation 2012 applies to the Council regarding the disposal of the land referred to in this report.
2. That, subject to recommendation 4, Pine Rivers Rapids Baseball Club Inc. be granted a lease over an area at 119 Francis Road, Bray Park (refer Supporting Information #1) for a period of five years.
3. That, subject to recommendation 4, Pine Rivers Pumas Rugby Union Club Inc. be granted a lease over an area at 119 Francis Road, Bray Park (refer Supporting Information #1) for a period of five years.
4. That the terms and conditions of the leases referred to in recommendations 2 and 3 above be in accordance with Council's Community Leasing Policy, with annual rental commencing at \$1.00 per annum.
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 leases and any required variations of the leases on the Council's behalf, as described in this report.

REPORT DETAIL

1. Background

Since the late 1980s, the Pine Rivers Rapids Baseball Club Inc. (Rapids) and the Pine Rivers Pumas Rugby Union Club Inc. (Pumas) have held leases with Council over the below mentioned facilities located at Les Hughes Sporting Complex, 119 Francis Road, Bray Park (refer to Supporting Information #2):

- Rapids
 - Clubhouse building; and
 - Batting shed.
- Pumas
 - Clubhouse building; and
 - Storage shed.

In 2013, Council endorsed a master plan for the site, which identified a requirement to convert one of the baseball fields to a senior rugby union field, and demolish the existing rugby union clubhouse (due to identified structural concerns) and extend the existing baseball clubhouse to accommodate rugby union. This project commenced in July 2019 and reached practical completion in April 2021.

As part of the above mentioned project, additional facilities for the Rapids have been constructed to support the club's operations. These facilities include a bullpen and storage shed (Refer Supporting Information #1).

In addition to the facilities constructed as part of this project, the Rapids have lodged an Improvement Works Application (IWA) with Council for the future construction of a scorer's office (refer Supporting Information #1). This application has been assessed by Council's key stakeholder departments, with no objections received.

With all existing tenure arrangements at this location now expired, new tenure agreements need to be entered into by Council with each group to enable their occupation of the new and future facilities at this location.

ITEM 5.1 NEW LEASE - PINE RIVERS RAPIDS BASEBALL CLUB INC. AND PINE RIVERS PUMAS RUGBY UNION CLUB INC. - 61928900 (Cont.)

2. Explanation of Item

To enable the Rapids and Pumas to occupy the new and future facilities at this location, Council will be required to enter into tenure agreements with each organisation over their respective areas of occupation. The proposed tenure arrangements are as follows:

- A lease to be provided to the Rapids over the batting shed, bullpen, storage shed, future scorer's office and part of the clubhouse (refer Supporting Information #1);
- A shared use licence to be provided to the Rapids over the canteen and breezeways (refer Supporting Information #1);
- A lease to be provided to the Pumas over part of the clubhouse (refer Supporting Information #1); and
- A shared use licence to be provided to the Pumas over the canteen and breezeways (refer Supporting Information #1).

Accordingly, this report recommends the provision of a lease to each organisation, under the terms and conditions of Council's Community Leasing Policy, over the areas identified in Supporting Information #1 for a period of five (5) years. Council approval is not required for the establishment of the above-mentioned shared use licence agreements.

3. Strategic Implications

3.1 Legislative / Legal Implications

The Council must comply with the *Local Government Act 2009* and the Local Government Regulation 2012 when it disposes of valuable non-current assets. In accordance with section 224(6) of the Regulation, the disposal of a valuable non-current asset includes the disposal of all or any part of an interest in the asset (for example the grant of a lease over land or a building).

Section 236(2) of the Regulation provides that the exception in section 236(1)(b)(ii) of the Regulation applies only if the Council has decided by resolution that it may apply. By resolving that the exception applies, Council can dispose of the land and buildings (via a lease to a community organisation) other than by tender or auction. Each of the organisations identified in this report are community organisations for the purposes of the Regulation.

3.2 Corporate Plan / Operational Plan

Valuing Lifestyle: Quality recreation and cultural opportunities - active recreation opportunities.

3.3 Policy Implications

The terms and conditions of the proposed lease agreements will be in accordance with Council's Community Leasing Policy (2150-079).

3.4 Risk Management Implications Nil identified

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 new leases.

3.6 Financial Implications Nil identified

3.7 Economic Benefit Implications Nil identified

3.8 Environmental Implications Nil identified

ITEM 5.1 NEW LEASE - PINE RIVERS RAPIDS BASEBALL CLUB INC. AND PINE RIVERS PUMAS RUGBY UNION CLUB INC. - 61928900 (Cont.)

3.9 Social Implications

The issuing of a lease to each organisation will provide the organisations with facilities to support their operations.

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 this report.

3.11 Consultation / Communication

Councillor Gillam (Division 8);
Relevant Council Departments;
Pine Rivers Rapids Baseball Club Inc.
Pine Rivers Pumas Rugby Union Club Inc.

ITEM 5.2
NEW LEASE - DECEPTION BAY GEM AND ALLIED CRAFTS CLUB INC.

Meeting / Session: 5 COMMUNITY & ENVIRONMENTAL SERVICES
Reference: 61936338 : 9 June 2021 - **Refer Supporting Information 61936339**
Responsible Officer: CM, Supervisor Community Leasing (CES Community Services, Sport & Recreation)

Executive Summary

This report seeks Council's approval for the provision of a Trustee lease to the Deception Bay Gem and Allied Crafts Club Inc. at Progress Park Sports Fields, 24 Old Bay Road, Deception Bay (Division 5) (refer Supporting Information #1). The proposed lease would take effect following the group securing sufficient funding to complete a proposed building extension to their club facilities.

RESOLUTION

Moved by Cr Sandra Ruck

Seconded by Cr Cath Tonks

CARRIED 13/0

1. That the exception contained in section 236(1)(b)(ii) of the Local Government Regulation 2012 applies to the Council regarding the disposal of the land referred to in this report.
2. That, subject to recommendation 3 and 4, Deception Bay Gem and Allied Crafts Club Inc. be granted a lease over an area at 24 Old Bay Road, Deception Bay (refer Supporting Information #1) for a period aligning with the expiry of its existing lease at this location (31 October 2021).
3. That the terms and conditions of this lease be in accordance with Council's Community Leasing Policy, with annual rental commencing at \$1.00 per annum.
4. That the grant of this lease be subject to the Deception Bay Gem and Allied Crafts Club Inc. securing sufficient funding to undertake the project referred to in this report.
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 lease and any required variations of the lease on the Council's behalf, as described in this report.

ITEM 5.2 NEW LEASE - DECEPTION BAY GEM AND ALLIED CRAFTS CLUB INC. - 61936338 (Cont.)

OFFICER'S RECOMMENDATION

1. That the exception contained in section 236(1)(b)(ii) of the Local Government Regulation 2012 applies to the Council regarding the disposal of the land referred to in this report.
2. That, subject to recommendation 3 and 4, Deception Bay Gem and Allied Crafts Club Inc. be granted a lease over an area at 24 Old Bay Road, Deception Bay (refer Supporting Information #1) for a period aligning with the expiry of its existing lease at this location (31 October 2021).
3. That the terms and conditions of this lease be in accordance with Council's Community Leasing Policy, with annual rental commencing at \$1.00 per annum.
4. That the grant of this lease be subject to the Deception Bay Gem and Allied Crafts Club Inc. securing sufficient funding to undertake the project referred to in this report.
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 lease and any required variations of the lease on the Council's behalf, as described in this report.

REPORT DETAIL

1. Background

Since 2008, the Deception Bay Gem and Allied Crafts Club Inc. (the Club) has held a lease with Council over club facilities at Progress Park Sports Fields, 24 Old Bay Road, Deception Bay (refer to Supporting Information #1) for the purpose of operating a gem club. The lease is due to expire on 31 October 2021.

The Club have advised Council of their desire to undertake a building extension to their facilities to provide additional space for their club operations.

Community group tenants of Council facilities must submit an Improvement Works Application (IWA) to obtain Council approval for proposed improvements (eg. building extensions) on Council-controlled land. In accordance with Council's Community Leasing Improvement Works and Area Amendments Policy Directive (2160-026), where an improvement will require an increase to the group's lease area of greater than 20% of the original lease area or 250m², consideration by Council at a General Meeting is required.

2. Explanation of Item

The Club has lodged an IWA to Council for the construction of a building extension to their club facilities, which is proposed to be located outside of their existing lease area (refer Supporting Information #1). This application has been assessed by Council's key stakeholder departments, with no objections received.

Construction of the proposed building extension will require the Club's lease area to be increased by approximately 116m², representing an increase of 54% in comparison to their existing lease at this location. In accordance with Council's Community Leasing Improvement Works and Area Amendments Policy Directive (2160-026), lease area amendments incorporating a lease area increase of greater than 20% require approval by Council at a General Meeting.

Accordingly, this report recommends that Council approves the granting of a new lease to the Club over the area identified in Supporting Information #1 under the terms and conditions of Council's Community Leasing Policy (2150-079). Further, it is recommended that: the term of this lease be aligned with the term of the Club's existing lease at this location (31 October 2021); and that the provision of the new lease be subject to the group securing sufficient funding to complete the proposed project.

ITEM 5.2 NEW LEASE - DECEPTION BAY GEM AND ALLIED CRAFTS CLUB INC. - 61936338 (Cont.)

3. Strategic Implications

3.1 Legislative / Legal Implications

The proposed lease will be registered with the Department of Natural Resources, Mines and Energy in accordance with the *Land Act 1994*.

The Council must comply with the *Local Government Act 2009* and the Local Government Regulation 2012 when it disposes of valuable non-current assets. In accordance with section 224(6) of the Regulation, the disposal of a valuable non-current asset includes the disposal of all or any part of an interest in the asset (for example the grant of a lease over land or a building).

Section 236(2) of the Regulation provides that the exception in section 236(1)(b)(ii) of the Regulation applies only if the Council has decided by resolution that it may apply. By resolving that the exception applies, Council can dispose of the land and buildings (via a lease to a community organisation) other than by tender or auction. Each of the organisations identified in this report are community organisations for the purposes of the Regulation.

3.2 Corporate Plan / Operational Plan

Valuing Lifestyle: Quality recreation and cultural opportunities - active recreation opportunities.

3.3 Policy Implications

The terms and conditions of the proposed lease agreement will be in accordance with Council's Community Leasing Policy (2150-079).

3.4 Risk Management Implications Nil identified

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 new lease.

3.6 Financial Implications Nil identified

3.7 Economic Benefit Implications Nil identified

3.8 Environmental Implications Nil identified

3.9 Social Implications

The issuing of a lease to the Club will provide the organisation with the ability to expand its existing facilities which will further support the Club's operations.

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

Councillor Ruck (Division 5);
Relevant Council Departments;
Deception Bay Gem and Allied Crafts Club Inc.

**ITEM 5.3
NEW LEASES - SAMFORD AREA MEN'S SHED INC. AND RILEY MOTOR CLUB
QLD INC.**

Meeting / Session: 5 COMMUNITY & ENVIRONMENTAL SERVICES
Reference: 61898353 : 16 April 2020 - **Refer Supporting Information 61898354**
Responsible Officer: CM, Supervisor Community Leasing (CES Community Services, Sport & Recreation)

Executive Summary

This report seeks Council's approval for the provision of a lease to the Samford Area Men's Shed Inc. and the Riley Motor Club Qld Inc. at Denis Goodwin Reserve, 39 Showgrounds Drive, Highvale (Division 11) (*refer Supporting Information #1*).

RESOLUTION

Moved by Cr Darren Grimwade

Seconded by Cr Matt Constance

CARRIED 13/0

1. That the exception contained in section 236(1)(b)(ii) of the Local Government Regulation 2012 applies to the Council regarding the disposal of the land referred to in this report.
2. That subject to recommendation 4, Samford Area Men's Shed Inc. be granted a lease over an area at 39 Showgrounds Drive, Highvale (*refer Supporting Information #1*) for a period of five years.
3. That, subject to recommendation 4, Riley Motor Club Qld Inc. be granted a lease over an area at 39 Showgrounds Drive, Highvale (*refer Supporting Information #1*) for a period of five years.
4. That the terms and conditions of this lease be in accordance with Council's Community Leasing Policy, with annual rental commencing at \$1.00 per annum.
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 leases and any required variations of the leases on the Council's behalf, as described in this report.

ITEM 5.3 NEW LEASES - SAMFORD AREA MEN'S SHED INC. AND RILEY MOTOR CLUB QLD INC. - 61898353
(Cont.)

OFFICER'S RECOMMENDATION

1. That the exception contained in section 236(1)(b)(ii) of the Local Government Regulation 2012 applies to the Council regarding the disposal of the land referred to in this report.
2. That subject to recommendation 4, Samford Area Men's Shed Inc. be granted a lease over an area at 39 Showgrounds Drive, Highvale (*refer Supporting Information #1*) for a period of five years.
3. That, subject to recommendation 4, Riley Motor Club Qld Inc. be granted a lease over an area at 39 Showgrounds Drive, Highvale (*refer Supporting Information #1*) for a period of five years.
4. That the terms and conditions of this lease be in accordance with Council's Community Leasing Policy, with annual rental commencing at \$1.00 per annum.
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 leases and any required variations of the leases on the Council's behalf, as described in this report.

REPORT DETAIL

1. Background

Since 2014, the Samford Area Men's Shed Inc. has held a shared use licence with Council over an area at Denis Goodwin Reserve, 39 Showgrounds Drive, Highvale (*refer Supporting Information #1*) for the purpose of operating a men's shed. The most recent licence expired on 31 August 2020, with the organisation continuing to occupy the site on holding over terms.

In addition, since 2016 the Riley Motor Club Qld Inc. has occupied an area under the Samford Area Men's Shed Inc. licence (*refer to Supporting Information #1*) for the purpose of operating a car club. However, the group have expressed a desire to hold direct tenure with Council over their area of occupation.

2. Explanation of Item

A review of the existing tenure arrangements with the Samford Area Men's Shed Inc. has identified an opportunity to implement a revised tenure model for the site that administers a consistent level of support to both users. This model would see a lease provided to the Samford Area Men's Shed Inc. over a reduced area incorporating only their areas of occupation (i.e. clubhouse and immediate surrounds), and the provision of a second lease to the Riley Motor Club Qld Inc. over its clubhouse and immediate surrounds.

Both groups have been consulted in relation to the proposed new tenure arrangements at this location and have advised officers of their support. Accordingly, this report recommends that Council approves the provision of leases to the abovementioned organisations, under the terms and conditions of Council's Community Leasing Policy, over the areas identified in Supporting Information #1 for a period of five (5) years.

3. Strategic Implications

3.1 Legislative / Legal Implications

The Council must comply with the *Local Government Act 2009* and the Local Government Regulation 2012 when it disposes of valuable non-current assets. In accordance with section 224(6) of the Regulation, the disposal of a valuable non-current asset includes the disposal of all or any part of an interest in the asset (for example the grant of a lease over land or a building).

Section 236(2) of the Regulation provides that the exception in section 236(1)(b)(ii) of the Regulation applies only if the Council has decided by resolution that it may apply. By resolving that the exception applies, Council can dispose of the land and buildings (via a lease to a community organisation) other

ITEM 5.3 NEW LEASES - SAMFORD AREA MEN'S SHED INC. AND RILEY MOTOR CLUB QLD INC. - 61898353
(Cont.)

than by tender or auction. Each of the organisations identified in this report are community organisations for the purposes of the Regulation.

3.2 Corporate Plan / Operational Plan

Valuing Lifestyle: Quality recreation and cultural opportunities - active recreation opportunities.

3.3 Policy Implications

The terms and conditions of the proposed lease agreements will be in accordance with Council's Community Leasing Policy (2150-079).

3.4 Risk Management Implications

Nil identified

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 new leases.

3.6 Financial Implications

Nil identified

3.7 Economic Benefit Implications

Nil identified

3.8 Environmental Implications

Nil identified

3.9 Social Implications

The issuing of a lease to each organisation will provide the organisations with facilities to support their operations.

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 this report.

3.11 Consultation / Communication

Councillor Darren Grimwade (Division 11);
Relevant Council Stakeholders;
Samford Area Men's Shed Inc;
Riley Motor Club Qld Inc.

**ITEM 5.4
LEASE RENEWAL - CABOOLTURE SPORTS CLUB LIMITED INC.**

Meeting / Session: 5 COMMUNITY & ENVIRONMENTAL SERVICES
Reference: 61936334 : 23 April 2021 - **Refer Supporting Information 61936335**
Responsible Officer: CM, Supervisor Community Leasing (CES Community Services, Sport & Recreation)

Executive Summary

This report seeks Council's approval for the provision of a trustee lease to the Caboolture Sports Club Limited at Dances Road Sportsgrounds, 107 Dances Road, Caboolture (Division 3) (*refer Supporting Information #1*).

RESOLUTION

Moved by Cr Adam Hain

Seconded by Cr Jodie Shipway

CARRIED 13/0

1. That the exception contained in section 236(1)(b)(ii) of the Local Government Regulation 2012 applies to the Council regarding the disposal of the land referred to in this report.
2. That, subject to recommendation 3, Caboolture Sports Club Limited be granted a lease over an area at 107 Dances Road, Caboolture (*refer Supporting Information #1*) for a period of five years.
3. That the terms and conditions of this lease be in accordance with Council's Community Leasing Policy, with annual rental commencing at \$1.00 per annum.
4. That the Chief Executive Officer be authorised to take all action necessary including, but not limited to, negotiating, making, amending, signing and discharging the lease and any required variations of the lease on the Council's behalf, as described in this report.

ITEM 5.4 LEASE RENEWAL - CABOOLTURE SPORTS CLUB LIMITED INC. - 61936334 (Cont.)

OFFICER'S RECOMMENDATION

1. That the exception contained in section 236(1)(b)(ii) of the Local Government Regulation 2012 applies to the Council regarding the disposal of the land referred to in this report.
2. That, subject to recommendation 3, Caboolture Sports Club Limited be granted a lease over an area at 107 Dances Road, Caboolture (*refer Supporting Information #1*) for a period of five years.
3. That the terms and conditions of this lease be in accordance with Council's Community Leasing Policy, with annual rental commencing at \$1.00 per annum.
4. That the Chief Executive Officer be authorised to take all action necessary including, but not limited to, negotiating, making, amending, signing and discharging the lease and any required variations of the lease on the Council's behalf, as described in this report.

REPORT DETAIL

1. Background

Since 2015, the Caboolture Sports Club Limited (the Club) have held a lease with Council over a clubhouse and storage shed at Dances Road Sportsgrounds, 107 Dances Road, Caboolture (*refer to Supporting Information #1*) for the purpose of operating a softball club. This lease is due to expire on 30 June 2021.

In 2016, the Club constructed and has since occupied a pitching practice shed at the site (*refer to Supporting Information #1*), however, this area of occupation was never formalised under a lease agreement.

In accordance with Council's Community Lease Renewals Policy Directive (2160-024), where the proposed renewal of a lease includes a lease area increase greater than 20% of the original lease area or 250m², consideration by Council at a General Meeting is required.

2. Explanation of Item

Caboolture Sports Club Limited have made application to Council seeking renewal of its lease at Dances Road Sportsgrounds, 107 Dances Road, Caboolture under Council's Community Leasing Policy (2150-079). As part of the lease renewal assessment, Council officers identified the Club's occupation of the pitching practice shed and the need to include this area into the Club's future lease. Following discussions with the Club regarding its requested lease renewal, the Club has confirmed its desire to be granted a lease over a revised area inclusive of the clubhouse, storage shed and pitching practice shed.

The inclusion of the pitching practice shed will see the Club's lease area increase by approximately 260m², representing an increase of 34% in comparison to their existing lease. Due to the size of the lease area increase being greater than 20% of the Club's original lease area, Council must consider the renewal at a General Meeting. Accordingly, this report recommends that Council approves the granting of a new lease to Caboolture Sports Club Limited over the areas identified in Supporting Information #1 under the terms and conditions of Council's Community Leasing Policy (2150-079). Further, it is recommended that this lease be for a period of five years.

3. Strategic Implications

3.1 Legislative / Legal Implications

The proposed lease will be registered with the Department of Natural Resources, Mines and Energy in accordance with the *Land Act 1994*.

The Council must comply with the *Local Government Act 2009* and the Local Government Regulation 2012 when it disposes of valuable non-current assets. In accordance with section 224(6) of the Regulation, the disposal of a valuable non-current asset includes the disposal of all or any part of an interest in the asset (for example the grant of a lease over land or a building).

ITEM 5.4 LEASE RENEWAL - CABOOLTURE SPORTS CLUB LIMITED INC. - 61936334 (Cont.)

Section 236(2) of the Regulation provides that the exception in section 236(1)(b)(ii) of the Regulation applies only if the Council has decided by resolution that it may apply. By resolving that the exception applies, Council can dispose of the land and buildings (via a lease to a community organisation) other than by tender or auction. Each of the organisations identified in this report are community organisations for the purposes of the Regulation.

3.2 Corporate Plan / Operational Plan

Valuing Lifestyle: Quality recreation and cultural opportunities - active recreation opportunities.

3.3 Policy Implications

The terms and conditions of the proposed lease agreements will be in accordance with Council's Community Leasing Policy (2150-079).

3.4 Risk Management Implications

Nil identified

3.5 Delegated Authority Implications

As per Officer's Recommendation 4 of this report, it is proposed that the Chief Executive Officer be authorised to take all action necessary to execute the new leases.

3.6 Financial Implications

Nil identified

3.7 Economic Benefit Implications

Nil identified

3.8 Environmental Implications

Nil identified

3.9 Social Implications

The issuing of a lease to the Caboolture Sports Club Limited will provide the organisation with facilities to support its operations, as well as the operations of other site users.

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 this report.

3.11 Consultation / Communication

Councillor Hain (Division 3);
Relevant Council Departments; and
Caboolture Sports Club Limited.

**ITEM 5.5
LIBRARY SMART RETURN SHELVES**

Meeting / Session: 5 COMMUNITY & ENVIRONMENTAL SERVICES
Reference: 61825675 : 29 March 2021
Responsible Officer: AB, Library Systems and eServices Leader (CES Cultural Services)

Executive Summary

In 2016, Council commenced investment library smart return shelves which improved accessibility, supported faster return of library items and enhanced customer experience. After a competitive procurement process, the smart return shelves were provided by Bibliotheca Pty Ltd.

Council now owns a total of nine Bibliotheca smart return shelves, and for reasons of operational efficiency and consistency in customer experience, it is recommended that Council recognise Bibliotheca Pty Ltd as a sole supplier under subsection 235(a) of the Local Government Regulation 2012 in regards to the supply of Council's library smart return shelves until 30 June 2023.

RESOLUTION

Moved by Cr Sandra Ruck

Seconded by Cr Jodie Shipway

CARRIED 13/0

1. That in accordance with section 235(a) of the Local Government Regulation 2012, Council is satisfied that Bibliotheca Pty Ltd is the only supplier who is reasonably available to provide library smart return shelves which are required to ensure guaranteed compatibility with Council's existing fleet and align with existing operations and customer experience, as described in this report.
2. That the Council enters into an agreement with Bibliotheca Pty Ltd for the provision of library smart return shelves until 30 June 2023, 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 and any required variations of the agreement on Council's behalf, as described in this report.

ITEM 5.5 LIBRARY SMART RETURN SHELVES - 61825675 (Cont.)

OFFICER'S RECOMMENDATION

1. That in accordance with section 235(a) of the Local Government Regulation 2012, Council is satisfied that Bibliotheca Pty Ltd is the only supplier who is reasonably available to provide library smart return shelves which are required to ensure guaranteed compatibility with Council's existing fleet and align with existing operations and customer experience, as described in this report.
2. That the Council enters into an agreement with Bibliotheca Pty Ltd for the provision of library smart return shelves until 30 June 2023, 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 and any required variations of the agreement on Council's behalf, as described in this report.

REPORT DETAIL

1. Background

In 2016, Moreton Bay Regional Council introduced Bibliotheca smart return shelves at Bribie Island Library and over the next three years, Bibliotheca smart shelves were installed at Arana Hills, Albany Creek and Caboolture libraries.

In 2019, Council purchased five more sets of smart return shelves (2 x North Lakes Library, 2 x Redcliffe Library and 1 x Strathpine Library). Bibliotheca was again the successful supplier in the Request for Quote process.

Library's strategic planning has identified that Burpengary Library should be the next location to receive smart return shelving in 2021/22. From 2023, Council will commence a replacement program of the fleet of smart return shelves, as units reach end-of-life.

This report requests that in accordance with section 235(a) of the Local Government Regulation 2012, Council recognises that Bibliotheca Pty Ltd is the only supplier who is reasonably available to provide library smart return shelves with guaranteed compatibility with Council's existing fleet and to align with existing operations and customer experience.

2. Explanation of Item

The current fleet of smart return shelves, across eight libraries, means that customers are accustomed to the Bibliotheca user-experience. Aiming for a standardised fleet also helps establish the library brand consistency across the region.

Bibliotheca Pty Ltd own the software, intellectual property and licensing rights related to Council's existing smart return shelves. Bibliotheca Pty Ltd is the only provider who has the capability of supplying smart return shelves consistent with Council's existing fleet of smart return shelves.

Under the provisions of section 235(a) of the Local Government Regulation 2012, Council may enter into a medium-sized contract with a provider without seeking quotes, if it is satisfied that the provider is the only supplier who is reasonably available to provide the product.

It is therefore recommended that Council recognise Bibliotheca as a sole supplier under section 235(a) of the Local Government Regulation 2012 regarding procurement of library smart return shelves until 30 June 2023.

ITEM 5.5 LIBRARY SMART RETURN SHELVES - 61825675 (Cont.)

3. Strategic Implications

3.1 Legislative / Legal Implications

Section 235(a) of the Local Government Regulation 2012, Council may enter into a medium-sized contract with a provider without seeking quotes, if it is satisfied that that is the only supplier who is reasonably available to provide the product.

3.2 Corporate Plan / Operational Plan

Valuing Lifestyle: Quality recreation and cultural opportunities - places to discover, learn, play and imagine.

3.3 Policy Implications

The endorsement that this report is in accordance with Council's Procurement Policy 2150-006.

3.4 Risk Management Implications

Risk to customer satisfaction due to inconsistency in customer service and user experience.

3.5 Delegated Authority Implications

The total value of the 5-year projected procurement is within the financial delegation of the Director Community & Environmental Services.

3.6 Financial Implications

The Cultural Services Department has budget allocations for the acquisition and ongoing maintenance of smart return shelves.

3.7 Economic Benefit Implications Nil identified

3.8 Environmental Implications Nil identified

3.9 Social Implications

The provision of a high-quality library service connects people with information, technology, experiences and each other and promotes communities that are connected, creative, innovative and economically successful.

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

Team Leader Procurement
Manager Cultural Services
Director Community & Environmental Services
Legal Services

6 FINANCE & CORPORATE SERVICES SESSION

(Cr M Constance)

**ITEM 6.1
2021/22 COUNCIL FEES AND CHARGES**

Meeting / Session: 6 FINANCE & CORPORATE SERVICES
Reference: 62003101: 11 May 2021 - **Refer Supporting Information 62119343**
Responsible Officer: DW, Coordinator Accounting Services (FCS Accounting Services)

Executive Summary

The purpose of this report is to adopt the fees and charges schedule for 2021/22.

RESOLUTION

Moved by Cr Jodie Shipway

Seconded by Cr Sandra Ruck

CARRIED 13/0

That the 2021/22 Schedule of Fees and Charges as provided in Supporting Information #1 be adopted and commence from 1 July 2021.

ITEM 6.1 2021/22 COUNCIL FEES AND CHARGES - 62003101 (Cont.)

OFFICER'S RECOMMENDATION

That the 2021/22 Schedule of Fees and Charges as provided in Supporting Information #1 be adopted and commence from 1 July 2021.

REPORT DETAIL

1. Background

A Council briefing was conducted on 12 May 2021 for the purpose of sharing information and providing advice/views 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:

The draft fees and charges were reviewed at the Briefing and noted that a report to be submitted to the General Meeting for consideration of the 2021/22 Schedule of Fees and Charges.

2. Explanation of Item

Council has in excess of 1000 fees and charges for specific services. These fees and charges are reviewed at least annually to ensure they are appropriate.

Fees and charges revenue represents a sizeable portion of the Council's overall operating revenues at approximately \$37 million per annum.

The majority of the proposed fees and charges for 2021/22 reflect an increase for the estimated Consumer Price Index (CPI) and wage rises.

In general terms if any fees and charges require amending over the course of the financial year a report will be presented to Council with those proposed amendments.

3. Strategic Implications

3.1 Legislative / Legal Implications

All cost recovery fees identified in the attached reports have been prepared 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

Nil identified

3.4 Risk Management Implications

The key strategic risk for Council in the setting of fees and charges is the projected revenue stream that they generate. Fees and charges revenue represents a sizeable portion of the Council's overall operating revenues and as such there is an element of risk associated with forecasting the expected revenue as many fees and charges are dependent on the level of economic activity and/or demand for Council services.

To mitigate this risk, a conservative approach is taken as to the expected levels of revenue anticipated in the context of the fee and the current economic environment.

ITEM 6.1 2021/22 COUNCIL FEES AND CHARGES - 62003101 (Cont.)

- 3.5 Delegated Authority Implications Nil identified
- 3.6 Financial Implications
Fees and charges represent a significant component of Council's operational revenues and contributes toward funding various operational services provided.
- 3.7 Economic Benefit Implications
Whilst the fees and charges do not drive any direct economic benefit to the region they do act as a barometer in terms of the level of economic activity in the region as their charging can demonstrate the demand, or otherwise, for Council services.
- 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 there are no human right implications relevant to Council's decision in this matter.
- 3.11 Consultation / Communication
Council, Executive Management Team and officers of Council.

ITEM 6.2
UNITYWATER CONSENT TO INCUR FINANCE DEBT

Meeting / Session: 6 FINANCE & CORPORATE SERVICES
Reference: 62105422 : 25 May 2021
Responsible Officer: DG, Director Finance and Corporate Services (FCS Directorate)

Executive Summary

Unitywater have advised that they have received conditional approval from the Minister of Economic Development Queensland for a loan under the Queensland Government's Building Acceleration Fund (BAF). To progress the acceptance of the offer, Unitywater are seeking consent from Council as required under the *Participating Local Government Loan Agreement (Subordinated Deed)* (PLG Agreement).

RESOLUTION

Moved by Cr Karl Winchester

Seconded by Cr Mick Gillam

CARRIED 13/0

1. That Council, in accordance with clause 9.4(c) of the *Participating Local Government Loan Agreement (Subordinated Deed)*, provide consent for Unitywater to enter into a secured loan through the Queensland Government's Building Acceleration Fund (BAF), subject to Unitywater obtaining approval under the *Statutory Bodies Financial Arrangements Act 1982*.
 - a) Note that consent is for *Finance Debt* in the form of:
 - b) A loan to the value of \$10.55M; and
 - c) A Guarantee for the above to the value of \$0.76M
2. That Council's Chief Executive Officer be authorised to do all things necessary to give effect to the above.

ITEM 6.2 UNITYWATER CONSENT TO INCUR FINANCE DEBT - 62105422 (Cont.)

OFFICER'S RECOMMENDATION

1. That Council, in accordance with clause 9.4(c) of the *Participating Local Government Loan Agreement (Subordinated Deed)*, provide consent for Unitywater to enter into a secured loan through the Queensland Government's Building Acceleration Fund (BAF), subject to Unitywater obtaining approval under the *Statutory Bodies Financial Arrangements Act 1982*.
 - a) Note that consent is for *Finance Debt* in the form of:
 - b) A loan to the value of \$10.55M; and
 - c) A Guarantee for the above to the value of \$0.76M
2. That Council's Chief Executive Officer be authorised to do all things necessary to give effect to the above.

REPORT DETAIL

1. Background

By letter dated 14 May 2021 Unitywater advised it has received conditional approval from the Minister of Economic Development Queensland for a loan of up to \$10.55M under the Queensland Government's Building Acceleration Fund (BAF). To progress the acceptance of the offer, Unitywater are seeking consent from Council as required under the *Participating Local Government Loan Agreement (Subordinated Deed)* (PLG Agreement). Unitywater are required to provide acceptance of the offer by 24 June 2021.

2. Explanation of Item

In August 2020 Unitywater made an application to the Queensland Government's Building Acceleration Fund (BAF) for financial assistance to fund the delivery of water and sewerage infrastructure to unlock development of the Caboolture West Neighbourhood Precinct 1 (NDP1). The BAF is a Queensland Government initiative to invest in infrastructure projects which stimulate economic recovery as part of the *Unite and Recover for Queensland Jobs* strategy.

The funding will support Unitywater, in collaboration with seven developers, to deliver the proposed water and sewerage infrastructure project. The developers will fund the cost of the infrastructure via cash contributions with obligations outlined in an underpinning Water Infrastructure Agreement.

To progress the acceptance of the funding offer, Unitywater need written consent from Council in accordance with clause 9.4(c) of the *Participating Local Government Loan Agreement (Subordinated Deed)* to enter into the BAF secured loan agreement with the Minister for Economic Development Queensland.

3. Strategic Implications

3.1 Legislative / Legal Implications

Council, as a participant in Unitywater, must provide consent for Unitywater to enter into the BAF loan agreement in accordance with clause 9.4(c) of the *Participating Local Government Loan Agreement (Subordinated Deed)*.

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

Nil identified

ITEM 6.2 UNITYWATER CONSENT TO INCUR FINANCE DEBT - 62105422 (Cont.)

3.4 Risk Management Implications

Council as a participant in Unitywater receives significant financial returns on an annual basis. The most significant risk to Council is that Unitywater is unable to repay the debt and Council's investment, and the financial returns it receives, are significantly impacted. This is mitigated through appropriate governance and oversight of Unitywater.

3.5 Delegated Authority Implications Nil identified

3.6 Financial Implications

Funding under the BAF loan agreement is to be provided interest free and is repayable over a period of fifteen years from the final drawdown with final payment expected by February 2036.

There is the potential that Unitywater's future returns to Council may be impacted due to this commitment.

3.7 Economic Benefit Implications

Delivery and operation of the proposed infrastructure will support the creation of new businesses as the Caboolture West NDP1 precinct progresses toward ultimate development. These new businesses will generate ongoing employment within the region.

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 there are no human right implications relevant to Council's decision in this matter.

3.11 Consultation / Communication

Chief Executive Officer, Manager Legal Services

**ITEM 6.3
DEBT POLICY**

Meeting / Session: 6 FINANCE & CORPORATE SERVICES
Reference: 62004208 : 11 May 2021 - **Refer Supporting Information 62004216**
Responsible Officer: DC, Accounting Services Officer (FCS Accounting Services)

Executive Summary

The purpose of this report is to present the Debt Policy for adoption.

RESOLUTION

Moved by Cr Jodie Shipway

Seconded by Cr Tony Latter

CARRIED 13/0

That the Debt Policy be adopted, as tabled in Supporting Information #1.

ITEM 6.3 DEBT POLICY - 62004208 (Cont.)

OFFICER'S RECOMMENDATION

That the Debt Policy be adopted, as tabled in Supporting Information #1.

REPORT DETAIL

1. Background

In accordance with section 192 of the Local Government Regulation 2012, Council must prepare and adopt an annual debt policy.

2. Explanation of Item

Every financial year the Council must prepare and adopt an annual Debt Policy. The Debt Policy must state:

- i. the new borrowings planned for the current financial year and the next nine financial years.
- ii. the period over which the Council plans to repay existing and new borrowings.

The Debt Policy is prepared and formulated in the context of Council's Annual Budget cycle and Long Term Financial Forecast.

The Debt Policy summarises Council's forecast borrowings, covering the period from 1 July 2021 to 30 June 2031.

3. Strategic Implications

3.1 Legislative / Legal Implications

In accordance with section 192 of the Local Government Regulation 2012,

- (1) A local government must prepare and adopt a debt policy for a financial year.
- (2) The debt policy must state:
 - (a) the new borrowings planned for the current financial year and the next 9 financial years;
and
 - (b) the period over which the local government plans to repay existing and new borrowings

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

The Debt Policy is updated at least annually in line with the annual budget cycle but can be amended at any time if borrowing requirements change. However, any amendments to the Debt Policy must be made prior to Council lodging its borrowings application with the State Government.

3.4 Risk Management Implications

The risk to Council lies in the implementation and application of the Debt Policy. Council must only borrow for capital expenditure purposes as approved through the annual budget and ensure it adheres to appropriate financial ratios in determining those borrowings. The policy is prepared based on the best information available on the projected revenue and expenditure levels as well as the economic outlook.

3.5 Delegated Authority Implications

Nil identified

ITEM 6.3 DEBT POLICY - 62004208 (Cont.)

3.6 Financial Implications

The Debt Policy allows, upon approval from the State Government, the Council to borrow money that assists in funding capital expenditure. The borrowings forecasted allows Council to fund the capital expenditure required and remain within acceptable financial ratios over the short and long term to ensure long term sustainability

3.7 Economic Benefit Implications 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 there are no human right implications relevant to Council's decision in this matter.

3.11 Consultation / Communication

Director Finance and Corporate Services.

ITEM 6.4
REVENUE POLICY 2021/22

Meeting / Session: 6 FINANCE & CORPORATE SERVICES
Reference: 62131765 : 31 May 2021 - **Refer Supporting Information 62119903**
Responsible Officer: JL, Financial Operations Manager (FCS Financial Operations)

Executive Summary

Pursuant to section 104 of the *Local Government Act 2009* (Act) and section 193 of the Local Government Regulation 2012 (Regulation) Council is required to prepare a Revenue Policy on an annual basis.

The policy must be prepared in sufficient time to allow an annual budget that is consistent with the revenue policy to be adopted for the next financial year.

The Revenue Policy is a key component of the system of financial management established by Council in accordance with the Act.

RESOLUTION

Moved by Cr Cath Tonks

Seconded by Cr Mark Booth

CARRIED 13/0

That the 2021/22 Revenue Policy be adopted, as tabled in supporting information #1.

ITEM 6.4 REVENUE POLICY 2021/22 - 62131765 (Cont.)

OFFICER'S RECOMMENDATION

That the 2021/22 Revenue Policy be adopted, as tabled in supporting information #1.

REPORT DETAIL

1. Background

The Revenue Policy is a key component of the Financial Policies required under the *Local Government Act 2009* and will provide guidance during the development of the 2021/22 budget.

2. Explanation of Item

In accordance with the requirements set out under section 193 of the Local Government Regulation 2012, the Revenue Policy must incorporate:

- (a) the principles that the local government intends to apply in the financial year for—
 - I levying rates and charges; and
 - ii. granting concessions for rates and charges; and
 - iii. recovering overdue rates and charges; and
 - iv. cost-recovery methods; and
- (b) if the local government intends to grant concessions for rates and charges - the purpose for the concessions; and
- (c) the extent to which physical and social infrastructure costs for a new development are to be funded by charges for the development.

The Council must review the Revenue Policy annually and in sufficient time to allow an annual budget that is consistent with the Revenue Policy to be adopted for the next financial year.

3. Strategic Implications

3.1 Legislative / Legal Implications

Council is required to prepare a Revenue Policy under section 104 of the *Local Government Act 2009*. Section 193 of the Local Government Regulation 2012 outlines the requirements of the Revenue Policy.

3.2 Corporate Plan / Operational Plan

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

3.3 Policy Implications

The Revenue Policy is required under section 104 of the Local Government Act 2009.

3.4 Risk Management Implications

The risk to Council lies in the implementation and application of the Revenue Policy. Council must set rates and charges at a level that is sufficient to provide for both current and future community requirements. To mitigate this risk, Council undertakes long term financial modelling to inform decision making.

3.5 Delegated Authority Implications Nil identified

3.6 Financial Implications

The annual budget for the 2020/21 financial year must be consistent with the principles outlined in the Revenue Policy.

ITEM 6.4 REVENUE POLICY 2021/22 - 62131765 (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

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 right implications relevant to Council's decision in this matter.

3.11 Consultation / Communication

In preparing the amended Revenue Policy for the 2020/21 financial year, the Director Finance and Corporate Services and Financial Operations Manager were consulted.

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

**ITEM 6.1
REGIONAL EVENTS**

Cr Matt Constance acknowledged local businesses, noting the significant growth across the region and made special mention of Katie Maclean of The Hills Echo community newspaper.

Cr Cath Tonks thanked the community, particularly Division 9 for supporting the Live4Lyss Youth Road Safety fundraiser held on Sunday 6 June 2021 which raised over \$5000.

Cr Adam Hain congratulated the Caboolture Show committee on the recently held Caboolture Show.

Cr Peter Flannery (Mayor) advised that the Eatons Hill and Sandstone Point Hotels had won eight awards at the recent **Queensland Hotels Association Awards for Excellence 2021**, and provided his congratulations to the venue operators.

**ITEM 6.2
ABBEY MUSEUM - ABBEY MEDIEVAL FESTIVAL**

Cr Brooke Savige thanked the team from the Abbey Museum for their efforts at the Council Meeting and for transforming the Council Chambers, which took a considerable amount of work. Cr Savige also offered her thanks to her fellow Councillors and staff for supporting the event which she said contributes so much to the region.

The Mayor echoed the sentiments of Cr Savige and thanked the representatives of the Abbey Museum.

14a. CONFIDENTIAL OFFICERS' REPORTS TO COUNCIL

No items for consideration.

14b. CONFIDENTIAL GENERAL BUSINESS

No items for consideration.

14. CLOSURE

There being no further business the Chairperson closed the meeting at 10.36am.

CHIEF EXECUTIVE OFFICER'S CERTIFICATE

I certify that minute pages numbered 21/751 to 21/845 constitute the minutes of the General Meeting of the Moreton Bay Regional Council held 9 June 2021.

Greg Chemello
Chief Executive Officer

CONFIRMATION CERTIFICATE

The foregoing minutes were confirmed by resolution of Council at its meeting held Wednesday 23 June 2021.

Greg Chemello
Chief Executive Officer

Councillor Peter Flannery
Mayor