

IPSWICH CITY COUNCIL

# AGENDA

of the

# **COUNCIL ORDINARY MEETING**

Held in the Council Chambers 8th floor – 1 Nicholas Street IPSWICH QLD 4305

On Thursday, 24 February 2022 At 9.00 am

# **BUSINESS**

- 1. OPENING OF MEETING:
- 2. WELCOME TO COUNTRY OR ACKNOWLEDGEMENT OF COUNTRY:
- 3. <u>OPENING PRAYER:</u>
- 4. APOLOGIES AND LEAVE OF ABSENCE:
- 5. <u>CONDOLENCES:</u>

Mr Ken Smith – condolence motion by Councillor Marnie Doyle Mr Murray Kendrick – condolence motion by Councillor Sheila Ireland

- 6. TRIBUTES:
- 7. <u>PRESENTATION OF PETITIONS:</u>
- 8. PRESENTATIONS AND DEPUTATIONS:
- 9. PUBLIC PARTICIPATION:
- 10. MATTERS OF PUBLIC INTEREST:
- 11. DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA:

Councillor Andrew Fechner – Item 8 Governance and Transparency Committee of 10 February 2022 titled Procurement: Contract for 17692 Organic Waste Management Services

12. <u>CONFIRMATION OF MINUTES:</u>

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13. <u>MAYORAL MINUTE:</u>

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- 15. <u>RECEPTION AND CONSIDERATION OF COMMITTEE REPORTS:</u>

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17.	NOTIC	ES OF MOTION:
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18. <u>QUESTIONS ON NOTICE:</u>

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#### **UNCONFIRMED MINUTES OF COUNCIL ORDINARY MEETING**

# 27 JANUARY 2022

# <u>Held in the Council Chambers, Administration Building</u> <u>1 Nicholas Street, Ipswich</u>

#### The meeting commenced at 9.00 am

ATTENDANCE AT COMMENCEMENT	Mayor Teresa Harding (Chairperson); Councillors Jacob Madsen, Sheila Ireland, Paul Tully, Marnie Doyle, Andrew Fechner, Kate Kunzelmann, Russell Milligan and Deputy Mayor Nicole Jonic		
WELCOME TO COUNTRY OR ACKNOWLEDGEMENT OF COUNTRY	Councillor Andrew Fechner		
OPENING PRAYER	Councillor Paul Tully		
APOLOGIES AND LEAVE OF ABSENCE	Nil		
5. CONDOLENCES	Nil		
6. TRIBUTES	Moved by Mayor Teresa Harding Seconded by Councillor Marnie D		
	Tribute to Elizabeth Jordan on h	er 110 <sup>th</sup> Birthday.	
	AFFIRMATIVE NEGAT Councillors: Council Harding Nil Madsen Ireland Tully Doyle Fechner Kunzelmann Milligan Jonic		
	The motion was put and carried.		
	Attachments 1. Tribute to Elizabeth Jordan		

7. PRESENTATION OF PETITIONS 8. PRESENTATIONS AND DEPUTATIONS 9. PUBLIC PARTICIPATION	Nil Nil Nil	
10. MATTERS OF PUBLIC INTEREST 10.1 – CITIZEN OF THE	Moved by Councillor Kate Kunzelmann: Seconded by Councillor Andrew Fechner: That the Matter of Public Interest in relation to 'Citizen	
YEAR AWARD	of the Year Awar	d' be noted.
	AFFIRMATIVE Councillors: Harding Madsen Ireland Tully Doyle Fechner Kunzelmann Milligan Jonic	NEGATIVE Councillors: Nil
	The motion was put and Attachments 1. Matter of Public Inte	carried. erest - Citizen of the Year Awards
10.2 TONGA TSUNAMI AND AUSTRALIA'S EMERGENCY RESPONSE		-
	AFFIRMATIVE Councillors: Harding Madsen Ireland Tully Doyle Fechner Kunzelmann Milligan Jonic	NEGATIVE Councillors: Nil

The motion was put and carried.

Attachments

1. Matter of Public Interest - Tonga Emergency Response

11. DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

COUNCILLOR JACOB MADSEN In accordance with section 150EQ of the *Local Government Act 2009*, Councillor Jacob Madsen informed the meeting that he has a declarable conflict of interest in the following items:

- Item 16.11 Nicholas Street Precinct Communications, Engagement and Events Report January 2022
- Item 16.12 Nicholas Street Precinct Retail Sub-Project Steering Committee December 2021

The nature of the interest is that Councillor Madsen is a member of the Ipswich Trades Hall and Labour Day Committee Executive which manages the Ipswich Trades Hall which is adjacent to the CBD redevelopment works that Council is undergoing.

Councillor Jacob Madsen advised that he will leave the meeting room (including any area set aside for the public) while these matters are being discussed and voted on.

COUNCILLOR JACOB MADSEN	In accordance with section 150EQ of the <i>Local Government</i> 2009, Councillor Jacob Madsen informed the meeting that a declarable conflict of interest in Item 16.5 titled Develop Application Recommendation 7942/2018/MAMC/A Change Request for a Material Change of Use (Recreation Use – Motorsports) at 102 Champions Way, Willowbank.	he has ment
	The nature of the interest is that a close personal friend of Councillors Madsen's is on the executive of the junior spee club and this application is on the same lot.	
	Councillor Jacob Madsen invited the other councillors to determine if he can continue to participate in the decision process.	
	It was moved by Councillor Paul Tully and seconded by Cou Kate Kunzelmann that Councillor Jacob Madsen does not h declarable conflict of interest in the matter because there is no personal or financial benefit to the councillor ar therefore a reasonable person would trust that the final de is made in the public interest.	ave a nd
	The eligible councillors present at the meeting decided tha Councillor Jacob Madsen may participate in the meeting in relation to the matter, including by voting on the matter.	
	AFFIRMATIVENEGATIVECouncillors:Councillors:HardingNilIrelandNilTullyJoyleFechnerKunzelmannMilliganJonic	
	Councillor Madsen did not take part in the vote on this ma	tter.
	The motion was put and carried	

The motion was put and carried.

COUNCILLOR ANDREW FECHNER	In accordance with section 150EQ of the <i>Local Government Act 2009</i> , Councillor Andrew Fechner informed the meeting that he has a declarable conflict of interest in the following items:		
	<ul> <li>Item 16.11 – Nicholas Street Precinct – Communications, Engagement and Events Report January 2022</li> </ul>		
	<ul> <li>Item 16.12 – Nicholas Street Precinct – Retail Sub-Project Steering Committee December 2021.</li> </ul>		
	The nature of the interest is that Councillor Fechner stands to gain a benefit or suffer a loss due to his business interest in both A1A Events Pty Ltd and Bar Heisenberg Pty Ltd which is located in the top of town at 164 Brisbane Street, Ipswich.		
	Councillor Andrew Fechner advised that he will leave the meeting room (including any area set aside for the public) while these matters are being discussed and voted on.		
COUNCILLOR KATE KUNZELMANN	Refer Item 14.1		
	12. CONFIRMATION OF MINUTES		
12.1	Moved by Councillor Paul Tully: Seconded by Mayor Teresa Harding:		
CONFIRMATION OF	·		
	Seconded by Mayor Teresa Harding: That the Minutes of the Ordinary Meeting held on 9 December 2021 be confirmed subject to the following amendment in relation to Item 15.1 titled Development Application Recommendation 5636/2021/MCU Community Use (Child Care Centre) – 54-56 Arthur Summervilles Road, Karalee:		
CONFIRMATION OF MINUTES OF	Seconded by Mayor Teresa Harding: That the Minutes of the Ordinary Meeting held on 9 December 2021 be confirmed subject to the following amendment in relation to Item 15.1 titled Development Application Recommendation 5636/2021/MCU Community Use (Child Care Centre) – 54-56 Arthur		

	The motion was put and carried.		
13. MAYORAL MINUTE	Nil		
MATTER OF COMMUNITY CONCERN	Moved by Councillor Kate Kunzelmann:         Seconded by Councillor Russell Milligan:         That in accordance with section 8.3.2 of Council's         Meeting Procedures Policy, Council grant permission for a matter of community concern to be heard.         AFFIRMATIVE       NEGATIVE         Councillors:       Councillors:         Harding       Nil         Madsen       Nil         Ireland       Nil         Tully       Doyle         Fechner       Kunzelmann         Milligan       Jonic         The motion was put and carried.       Kenried.		
MOTOLAND CHUWAR	<ul> <li>Ine motion was put and carried.</li> <li>Moved by Councillor Kate Kunzelmann:</li> <li>Seconded by Councillor Russell Milligan:</li> <li>That Council undertake a community forum for residents of Chuwar, and surrounding suburbs, so residents, Council, and local business operators can better understand:</li> <li>a. The planning approvals and conditions in place</li> <li>b. Regulatory mechanisms that Council can use to manage impact to residents</li> <li>c. The impacts that business nuisances such as noise and dust are having on the local community</li> <li>d. The community's expectations from its neighbours regarding the impact these activities are having on neighbourhood amenity, and</li> <li>e. Meeting will be organised, advertised to the community, and held before the end of February 2022, at a venue tha allows sufficient in-person attendance in a COVID-safe manner.</li> </ul>		

VARIATION	Mayor Teresa Harding proposed a variation to the motion:
	That a. be varied to include the address of the business as follows:
	a. The planning approvals and conditions in place for 62 Coal Road, Chuwar
	The mover and seconder of the original motion agreed to the proposed variation.
	Moved by Councillor Kate Kunzelmann: Seconded by Councillor Russell Milligan:
	That Council undertake a community forum for residents of Chuwar, and surrounding suburbs, so residents, Council, and local business operators can better understand:
	<ul> <li>a. The planning approvals and conditions in place for 62 Coal Road, Chuwar</li> <li>b. Regulatory mechanisms that Council can use to manage impact to residents</li> <li>c. The impacts that business nuisances such as noise and dust are having on the local community</li> <li>d. The community's expectations from its neighbours regarding the impact these activities are having on neighbourhood amenity, and</li> <li>e. Meeting will be organised, advertised to the community, and held before the end of February 2022, at a venue that allows sufficient in-person attendance in a COVID-safe manner.</li> </ul>
	AFFIRMATIVENEGATIVECouncillors:Councillors:HardingNilMadsenIrelandIrelandJullyDoyleFechnerKunzelmannMilligan

Jonic

The motion was put and carried.

Attachments

- 1. Shape Your Ipswich FAQ's Tivoli Motorcycle Racing Facility -Motoland
- 2. Background Information relating to Tivoli Motorcycle Racing Facility - Motoland

# <u>14. BUSINESS OUTSTANDING – INCLUDING CONDUCT MATTERS AND MATTERS LYING ON</u> <u>THE TABLE TO BE DEALT WITH</u>

MATTER TO BE LIFTED FROM THE TABLE	Moved by Councillor Andrew Fechner: Seconded by Councillor Marnie Doyle: That Item 14.1 titled Georgie Conway Leichhardt Community Swim Centre be lifted from the table.		
	AFFIRMATIVE NEGATIVE Councillors: Councillors: Harding Nil Madsen Ireland Tully Doyle Fechner Kunzelmann Milligan Jonic		
14.1	The motion was put and carried.           RECOMMENDATION		
GEORGIE CONWAY LEICHHARDT COMMUNITY SWIM CENTRE	That Council endorse the current policy of maintaining a water temperature of approximately 29 degrees during the winter season at the Georgie Conway Leichhardt Community Swim Centre 25-metre pool.		
PROPOSED ALTERNATIVE	Moved by Councillor Andrew Fechner: Seconded by Councillor Marnie Doyle:		
MOTION	A. That Council undertake consultation with users of the Georgie Conway Leichhardt Community Swim Centre to understand the views of the patrons on suitability of the current and previous water temperature.		
	B. That a report outlining the results of the consultation and proposed action be presented to a future meeting of the Community, Culture, Arts and Sport Committee.		

	AFFIRMATIVE Councillors: Harding Madsen Tully Doyle Fechner Kunzelmann Milligan Jonic The motion was put and	NEGATIVE Councillors: Ireland	
	The motion was put and		
DECLARATION OF INTEREST – COUNCILLOR KATE	During discussion of this declared the following ir	matter, Councillor Kate Kunzelmann hterest:	
KUNZELMANN	In accordance with section 150EQ of the <i>Local Government Act 2009,</i> Councillor Kate Kunzelmann informed the meeting that she has a declarable conflict of interest in Item 14.1 titled Georgie Conway Leichhardt Community Swim Centre.		
	The nature of the interest is that Councillor Kunzelmann is a daily user of the swim centre.		
		ann invited the other councillors to Itinue to participate in the decision	
	Andrew Fechner that Co a declarable conflict of in personal or financial ber	lor Paul Tully and seconded by Councillor uncillor Kate Kunzelmann does not have nterest in the matter because there is no nefit to the councillor and therefore a d trust that the final decision is made in	
	Councillor Kate Kunzelm	present at the meeting decided that ann may participate in the meeting in Including by voting on the matter.	
	AFFIRMATIVE Councillors: Harding Madsen Tully Doyle Fechner Milligan Jonic	NEGATIVE Councillors: Ireland	

	Councillor Kunzelmann did not take part in the vote on this matter.		
ALTERNATIVE MOTION	Moved by Councillor Andrew Fechner: Seconded by Councillor Marnie Doyle:		
	Α.	Georgie Conway understand the v	lertake consultation with users of the Leichhardt Community Swim Centre to views of the patrons on suitability of the ious water temperature.
	В.	and proposed ac	tlining the results of the consultation tion be presented to a future meeting of Culture, Arts and Sport Committee.
	AFFIRM Counci Hardin Madse Ireland Tully Doyle Fechne Kunzel Milliga Jonic	ng en d er Imann	NEGATIVE Councillors: Nil
MATTER ON NOTICE - CAPITAL IMPROVEMENT WORKS - GEORGIE CONWAY LEICHHARDT COMMUNITY SWIM CENTRE	Mayor for the and wh	e Georgie Conway I hen the lessee wou	carried. Jeried the capital improvement works Leichhardt Community Swim Centre Jud be obligated to complete the rks of a 12m undercover heated pool.
	Depart lessee Centre	tment provide an of the Georgie Co	ger, Infrastructure and Environment update to councillors of when the nway Leichhardt Community Swim omplete the capital improvement ver heated pool.

# **15. RECEPTION AND CONSIDERATION OF COMMITTEE REPORTS**

Nil

# **16. OFFICERS' REPORTS**

16.1 CEO ORGANISATIONAL	Moved by Mayor Teresa Harding: Seconded by Councillor Marnie Doyle:		
PERFORMANCE REPORT FOR NOVEMBER AND DECEMBER 2021	That the Chief Executive Officer Organisational Performance Report for November and December 2021 be received and the contents noted.		
DECEMBER 2021	AFFIRMATIVE NEGATIVE Councillors: Councillors: Harding Nil Madsen Ireland Tully Doyle Fechner Kunzelmann Milligan Jonic		
ADJOURN MEETING	Moved by Councillor Andrew Fechner: That the meeting be adjourned at 9.54 am to reconvene at		
	10.04 am.AFFIRMATIVENEGATIVECouncillors:Councillors:HardingNilMadsenIrelandIrelandTullyDoyleFechnerKunzelmannMilliganJonicIreland		
	The motion was put and carried		

The motion was put and carried.

The meeting reconvened at 10.04 am with all councillors present except Councillor Russell Milligan and Councillor Jacob Madsen.

Councillors Russell Milligan and Jacob Madsen arrived at 10.06 am.

CHANGE TO ORDER OF OFFICERS' REPORTS	Moved by Mayor Teresa Harding: Seconded by Councillor Marnie Doyle: That agenda items 16.11 and 16.12 be dealt with prior to the rest of the agenda items to allow Councillor Marnie Doyle to attend an induction with the Queensland Heritage Council.		
	AFFIRMATIVE Councillors: Harding Madsen Ireland Tully Doyle Fechner Kunzelmann Milligan Jonic	NEGATIVE Councillors: Nil	
	The motion was put and	carried.	

At 10.08 am Councillors Andrew Fechner and Jacob Madsen left the meeting room due to a previously declared interest in Items 16.11 and 16.12.

16.11 NICHOLAS STREET PRECINCT - COMMUNICATIONS, ENGAGEMENT AND EVENTS REPORT JANUARY 2022	Moved by Mayor Teresa Harding: Seconded by Councillor Marnie Doyle: That the Nicholas Street Precinct Communications, Engagement and Events Monthly Report be received and the contents noted.	
	AFFIRMATIVE Councillors: Harding Ireland Tully Doyle Kunzelmann Milligan Jonic	NEGATIVE Councillors: Nil
	All Councillors except Councillor Jacob Madsen and Councillor Andrew Fechner were present when the vote was taken.	
	The motion was put and	d carried.

16.12 NICHOLAS STREET PRECINCT - RETAIL SUB-PROJECT STEERING COMMITTEE DECEMBER 2021	AIL That the December 2021 Retail Sub-Project Steering Committee Report be received and the contents noted.		
			Councillors:
		•	ouncillor Jacob Madsen and Councillor resent when the vote was taken.
	The mo	otion was put and	I carried.
At 10.17 am Councillors	Andrew	Fechner and Jaco	b Madsen returned to the meeting room.
16.2A.That the policy titled "Media PolicyMEDIA ANDAttachment 1, be repealed.CORPORATE		-	
COMMUNICATIONS POLICY	В.		olicy titled "Media and Corporate s Policy" as outlined in Attachment 2, be
MATTER LAID ON THE TABLE	Moved by Councillor Andrew Fechner: Seconded by Councillor Paul Tully:		
	That the matter be laid on the table until the next full Council Ordinary Meeting.		
	AFFIRM Counci Hardin Madse Ireland Tully Doyle Fechne Kunzel Milliga	g n I er mann	NEGATIVE Councillors: Nil

Jonic

The motion was put and carried.

16.3 JANE GORY PARK COMMUNITY HUB (AUGUSTINE HEIGHTS) HIRE FEES		Community Hul	-
SUPPLEMENTARY MOTION AND AMENDMENT TO WORDING	That th	e current recomn	posed a supplementary motion. nendation become Recommendation A ecommendation B be included:
	В.	That the facility f Community Hub	formally be named the Augustine Heights
		llor Paul Tully also Gory Park to Jane	o proposed an amendment to the spelling e Gorry Park.
	The mover agreed to the proposed additional recommendation and amendment to the name Jane Gorry Park now being removed from the recommendation.		
		by Mayor Teresa led by Councillor I	-
	Α.	as detailed in At	ed fees for hire of the Community Hub, tachment 2 to the report, be adopted e date of 28 January 2022.
	В.	That the facility Community Hub	formally be named as Augustine Heights
	AFFIRM Council Harding Madser Ireland Tully Doyle Fechne Kunzelr Milligar Jonic	llors: g n r mann	NEGATIVE Councillors: Nil

The motion was put and carried.

**ADJOURN MEETING** Moved by Councillor Marnie Doyle: That the meeting be adjourned at 10.28 am to reconvene at 10.45 am. **AFFIRMATIVE** NEGATIVE Councillors: Councillors: Harding Nil Madsen Ireland Tully Doyle Fechner Kunzelmann Milligan Jonic

The motion was put and carried.

Councillor Marnie Doyle left the meeting room at 10.28 am.

The meeting reconvened at 10.45 am with all councillors in attendance except Councillor Marnie Doyle.

16.4 RIPLEY PRIORITY DEVELOPMENT AREA	Moved by Mayor Teresa Harding: Seconded by Councillor Jacob Madsen: A. That Council repeal recommendation 'B' of the report to	
INFRASTRUCTURE PROVISION - REPEALING RESOLUTION B OF PLANNING, DEVELOPMENT AND		the Planning, Development and Heritage Committee No.2017 (12) titled 'Ripley PDA Trunk Infrastructure Provision', adopted by Council resolution on the 5th December 2017.
HERITAGE COMMITTEE REPORT NO.1 OF 28 NOVEMBER 2017	В.	That Council endorse for consideration in a 2021-2022 budget amendment, the commencement of the planning and design for the upgrade of Ripley Road, between Trigona Drive and Binnies Road (new alignment) to be funded from the collected PDA municipal development contributions.
SUPPLEMENTARY MOTION		llor Jacob Madsen proposed a supplementary motion.
	That Re	ecommendation C be included as follows:

 C. That Council prepare costings for inclusion in the 2022-2023 Budget deliberations regarding the section of Fischer Road, Ripley between Monterea Road and Nevis Street.

Moved by Mayor Teresa Harding: Seconded by Councillor Jacob Madsen:

- A. That Council repeal recommendation 'B' of the report to the Planning, Development and Heritage Committee No.2017 (12) titled 'Ripley PDA Trunk Infrastructure Provision', adopted by Council resolution on the 5th December 2017.
- B. That Council endorse for consideration in a 2021-2022 budget amendment, the commencement of the planning and design for the upgrade of Ripley Road, between Trigona Drive and Binnies Road (new alignment) to be funded from the collected PDA municipal development contributions.
- C. That Council prepare costings for inclusion in the 2022-2023 Budget deliberations regarding the section of Fischer Road, Ripley between Monterea Road and Nevis Street.

AFFIRMATIVE	NEGATIVE
Councillors:	Councillors:
Harding	Nil
Madsen	
Ireland	
Tully	
Fechner	
Kunzelmann	
Milligan	
Jonic	

All Councillors except Councillor Marnie Doyle were present when the vote was taken.

The motion was put and carried.

At 11.14 am Councillor Andrew Fechner left the meeting room.

At 11.16 am Councillor Andrew Fechner returned to the meeting room.

16.5 DEVELOPMENT APPLICATION	Moved by Councillor Sheila Ireland: Seconded by Councillor Andrew Fechner:	
RECOMMENDATION - 7942/2018/MAMC/A CHANGE REQUEST FOR A MATERIAL CHANGE OF USE (RECREATION USE – MOTORSPORTS) AT 102 CHAMPIONS WAY, WILLOWBANK	That Council approve development application no. 7942/2018/MAMC/A subject to conditions as contained in Attachment 1 of this report.	
	AFFIRMATIVENEGATIVECouncillors:Councillors:HardingNilMadsenNilIrelandYanaTullyYanaFechnerYanaKunzelmannYanaMilliganYanaJonicAll Councillors except Councillor Marnie Doyle were present when the vote was taken.The motion was put and carried.	
16.6 PROCUREMENT - ONLINE ADVERTISING	<ul> <li>Moved by Mayor Teresa Harding: Seconded by Councillor Andrew Fechner:</li> <li>A. That pursuant to Section 235(b) of the Local Governme Regulation 2012 (Regulation), Council resolve that the exception applies because of the specialised nature of the services that are sought and it would be impractica to invite quotes or tenders for the provision of Online Advertising Services.</li> <li>B. That Council enter into a large contractual arrangemen with Facebook Australia Pty Ltd (ABN 83 134 012 543), an approximate purchase price of \$230,000.00 excludin GST per annum, or \$690,000.00 excluding GST over a three (3) year period.</li> <li>C. That Council enter into a medium contractual arrangement with Google Australia Pty Ltd (ABN 33 102 417 032), at an approximate purchase price of</li> </ul>	

\$50,000.00 excluding GST per annum, or \$150,000.00 excluding GST over a three (3) year period. D. That Council enter into a medium contractual arrangement with SEEK Limited (ABN 46 080 075 314), at an approximate purchase price of \$65,000.00 excluding GST per annum, or \$195,000.00 excluding GST over a three (3) year period. AFFIRMATIVE NEGATIVE Councillors: Councillors: Harding Jonic Madsen Ireland Tully Fechner Kunzelmann Milligan All Councillors except Councillor Marnie Doyle were present when the vote was taken. The motion was put and carried. SUSPENSION OF Moved by Councillor Sheila Ireland: MEETING That the provision of these meeting procedures be suspended, as PROCEDURES is necessary, for the purpose of Councillor Ireland tabling a Question on Notice out of sequence. AFFIRMATIVE NEGATIVE Councillors: Councillors: Harding Nil Madsen Ireland Tullv Fechner Kunzelmann Milligan Jonic All Councillors except Councillor Marnie Doyle were present when the vote was taken. The motion was put and carried.

QUESTIONS ON NOTICE	Councillor Sheila Ireland tabled a request for a report to council on the Georgie Conway Leichhardt Community Swim Centre outlining the following matters:		
	<ul> <li>Information relating to the Georgie Conway Leichhardt Community Swim Centre report (Item 14.1) states that the lessee must heat a 12m pool however Councillor Ireland believes that the current pool is not a 12m pool.</li> </ul>		
	<ul> <li>Information regarding comparative costings to heat and cover the 25m pool which already has a disability ramp rather than build a new pool.</li> </ul>		
	• The positioning of a new pool if a new pool was built.		
<b>RESUMPTION OF</b>	Moved by Mayor Teresa Harding:		
MEETING PROCEDURES	That provision of these meeting procedures be resumed to continue with the order of business.		
	AFFIRMATIVE NEGATIVE Councillors: Councillors: Harding Nil Madsen Ireland Tully Fechner Kunzelmann Milligan Jonic		
	the vote was taken.		
	The motion was put and carried.		
At 11.35 am Councillor S	heila Ireland left the meeting room.		
16.7 PROCUREMENT -	Moved by Mayor Teresa Harding: Seconded by Councillor Russell Milligan:		
ROSEWOOD SHOWGROUNDS CAMPING FACILITY	A. That pursuant to section 228 of the <i>Local Government</i> <i>Regulation 2012</i> (Regulation), Council as Trustee for the		

A. That pursuant to section 228 of the Local Government Regulation 2012 (Regulation), Council as Trustee for the State of Queensland award Tender number 14119 for the disposal of leasehold interest in land at 1 Railway Street, Rosewood, QLD 4340, more particularly described as part of Lot 2 and Plan RP35616, to the Lions Club of Rosewood Inc (Trustee Lessee).

- B. That Council enter into a trustee lease with the Lions Club of Rosewood Inc (ABN 72 075 601 153):
  - (i) at a monthly rent calculated based on 40% of the net revenue turnover for the facility, excluding GST, payable to Council, and
- (ii) for a term of five (5) years, with no options for extension.
- C. That Council enter into a contemporaneous contractual arrangement with the Trustee Lessee that outlines the operational services, duties and responsibilities of the Trustee Lessee in managing and operating the facility.
- D. That pursuant to section 64(1) and 64(2) of the *Land Act* 1994, Ministerial approval has been dispensed with (as per Attachment 1 of this report); and the provision of the management of camping and caravan operations purpose of the trustee lease is consistent with the purpose of the trust land.
- E. That pursuant to Section 257(1)(b) of the *Local Government Act 2009*, Council resolve to delegate to the Chief Executive Officer the power to take "contractual action" pursuant to section 238 of the Regulation, in order to implement Council's decision.

AFFIRMATIVE	NEGATIVE	
Councillors:	Councillors:	
Harding	Nil	
Madsen		
Tully		
Fechner		
Kunzelmann		
Milligan		
Jonic		

All Councillors except Councillor Sheila Ireland and Councillor Marnie Doyle were present when the vote was taken.

The motion was put and carried.

At 11.40 am Councillor Jacob Madsen left the meeting room.

MOVE INTO CLOSED SESSION	Moved by Mayor Teresa	a Harding
	Seconded by Councillor Andrew Fechner:	
	That in accordance with section 254J(3)(G) of the <i>Local Government Regulation 2012</i> , the meeting move into closed session to discuss Item 16.8 titled Sub-Regional Waste Alliance Stage 2 Tender Approval.	
	The meeting moved into	o closed session at 11.41 am.
	AFFIRMATIVE	NEGATIVE
	Councillors:	Councillors:
	Harding	Nil
	Tully	
	Fechner	
	Kunzelmann	
	Milligan	
	Jonic	
	All Councillors except Councillors Jacob Madsen, Sheila Ireland and Marnie Doyle were present when the vote was taken.	
	The motion was put and	d carried.
At 11.42 am, during closed session, Councillor Kate Kunzelmann left the meeting room.		

ADJOURN MEETING	Moved by Mayor Teresa Harding:
DURING CLOSED SESSION	That the meeting be adjourned at 11.42 am to reconvene at 11.52 am.

AFFIRMATIVE	NEGATIVE
Councillors:	Councillors:
Harding	Nil
Tully	
Fechner	
Milligan	
Jonic	
All Councillors except Co	uncillors Jacob Madsen, Sheila Ireland,
Marnie Doyle and Kate	Cunzelmann were present when the vote
was taken.	

The motion was put and carried.

The adjourned meeting during closed session reconvened at 11.52 am with all councillors present except Councillors Sheila Ireland and Marnie Doyle.

MOVE INTO OPEN SESSION	Moved by Mayor Teresa Harding: Seconded by Councillor Kate Kunzelmann			
	That the meeting move into open session.			
	The meeting moved into open session at 12.08 pm.			
	AFFIRMATIVENEGATIVECouncillors:Councillors:HardingNilMadsenITullyFechnerKunzelmannIMilliganJonic			
	All Councillors except Councillors Sheila Ireland and Marnie Doyle were present when the vote was taken.			
	The motion was put and carried.			
16.8 SUB REGIONAL WASTE ALLIANCE - STAGE 2 TENDER APPROVAL	Moved by Mayor Teresa Harding: Seconded by Councillor Andrew Fechner: <b>That Council resolve as follows:</b>			
	A. To progress to Stage 2 of the Tender process and inviting the four shortlisted respondents to tender for Option 2 - Design, Build, Operate and Maintain a Material Recovery Facility at the Browns Plains Waste & Recycling Facility as recommended in the attached confidential Tender Stage 1 Early Tenderer Involvement Phase Evaluation Report, subject to minimum ongoing participation thresholds being reached as a result of the decisions of other Sub-Regional Waste Alliance Councils.			
	B. To endorse the multi-year project and Council's proportionate share of any Sub Regional Alliance Material Recovery Facility estimated project budget for consideration in future budgets and or budget amendments, to allow the delivery of the project, noting the financial contribution to the Alliance will be over multiple years and subject to final confirmation after the tender process and updated business case.			
	C. That the Chief Executive Officer notify the Chief Executive Officer of Logan City Council in writing of the Council's decisions in relation to the Sub-Regional Waste			

		Alliance Final Ear Evaluation Repor	ly Tenderer Involvement Phase 't.	
	D.	until any contrac process is award accordance with maintaining the o	and attachment remain confidential t resulting from this procurement ed or otherwise details published in legislative requirements, subject to confidentiality of legally privileged, mercial in confidence information.	
	were p	llors: g n er mann n		
16.9 MONTHLY FINANCIAL PERFORMANCE REPORT - NOVEMBER 2021 AND DECEMBER 2021	Moved by Mayor Teresa Harding: Seconded by Councillor Andrew Fechner: That the reports on council's financial performance for the periods ending 30 November and 31 December 2021, submitted in accordance with section 204 of the <i>Local</i> <i>Government Regulation 2012</i> , be considered and noted by council.			
	AFFIRM Counci Hardin Madse Tully Fechne Kunzel Milliga Jonic	llors: g n er mann n	NEGATIVE Councillors: Nil	
		ncillors except Co resent when the v	uncillors Sheila Ireland and Marnie Doyle ote was taken.	
	The mo	otion was put and	carried.	

16.10 INFRASTRUCTURE AND ENVIRONMENT DEPARTMENT CAPITAL DELIVERY REPORT NOVEMBER 2021	Moved by Mayor Teresa Harding: Seconded by Councillor Andrew Fechner: <b>That the report be received and the contents noted.</b>		
	AFFIRMATIVE Councillors: Harding Madsen Tully Fechner Kunzelmann Milligan Jonic	NEGATIVE Councillors: Nil	

All Councillors except Councillors Sheila Ireland and Marnie Doyle were present when the vote was taken.

The motion was put and carried.

Items 16.11 and 16.12 were moved to be dealt with prior to Item 16.2.

17. NOTICES OF Nil MOTION

Item 18 was moved to be dealt with prior to Item 16.7.

**MEETING CLOSED** The meeting closed at 12.13 pm.

"These minutes are subject to confirmation at the next scheduled Council Ordinary Meeting"

Doc ID No: A7891730

ITEM: 14.1

SUBJECT: PROCUREMENT - ROBELLE DOMAIN PARKLANDS FACILITY LEASE

AUTHOR: CATEGORY SPECIALIST

DATE: 14 FEBRUARY 2022

#### **EXECUTIVE SUMMARY**

This is a report concerning a proposed Expression of Interest (EOI) for the procurement of a suitable commercial or community operator to lease and activate the facility within the Robelle Domain Parklands at 155 Southern Cross Circuit, Springfield Central more particularly described as Lot 762 of SP221160.

#### RECOMMENDATION

- A. That pursuant to Section 228(3)(a) of the *Local Government Regulation 2012* (Regulation), Council resolve that it would be in the public interest to invite expressions of interest before inviting written tenders for the disposal of interest in land (lease) at 155 Southern Cross Circuit, Springfield Central more particularly described as part of Lot 762 and Plan SP221160 (Council file reference number 17859).
- B. That pursuant to Section 228(3)(b) of the Regulation, Council's reasons for making such resolution are that:
  - (i) it will allow Council to canvas the market for information to guide the best use of the facility;
  - (ii) it will allow Council to identify operators with serious interest and ability, without putting all parties to the expense of submitting full tender responses at this early stage of the project;
  - (iii) it will save Council the expense of running a request for tender and evaluating it at this early stage of the project.

#### **RELATED PARTIES**

There are no related parties at this stage. There are no declared conflicts of interest at this stage.

## **IFUTURE THEME**

A Trusted and Leading Organisation

# PURPOSE OF REPORT/BACKGROUND

Council seeks to engage a community, not-for-profit or commercial operator to lease and activate the facility at 155 Southern Cross Circuit, Springfield Central more particularly described as part of Lot 762 and Plan SP221160 (the facility). Council would like to invite operators to propose innovative and alternative viable solutions for the facility which maximise value for Council, the operator and the community.

The facility was purpose built for a café style outlet and at the time of construction was intended to be the only full-time, full-service food outlet within the Robelle Domain Parklands. However, with the continued growth of the surrounding Springfield area and increased competition the café became an unviable business operation for the previous lessee and the facility was surrendered in June 2019. Since then, the café area has remained untenanted with an external area being utilised by a user group for storage purposes. At the time of surrender it was suggested that Council investigate opportunities to repurpose the facility for alternative uses that would activate the parklands and support increased outdoor and recreational uses for the vicinity.

Over the past 12 months Council has received numerous enquiries from interested parties to lease the facility, a variety of uses for the facility have been proposed, including:

- Café / restaurant;
- Storage for community exercise equipment;
- Selling of gift wares;
- Function area to invite guest speakers;
- Book depository;
- Sporting goods library.

However, due to the requirements of section 227 of the regulation, requiring Council to dispose of an interest in land by tender, Council has been unable to engage with any of the interested parties to further assess or explore the viability of the proposals.

A Strategy and Tender Evaluation Plan (STEP) has analysed the procurement options and recommended an EOI process as the preferred procurement strategy to secure a suitable lessee for the facility (attachment 1). An EOI process will achieve the following outcomes:

- Compliance with the Sound Contracting Principles and sections 227 and 228 of the *Local Government Regulation (QLD) 2012;*
- Allow the community to propose innovative and alternative viable solutions for the activation and use of facility, without putting all contenders through the expense of full tender response in the initial stages;
- Provide Council with the opportunity to understand from the market and community what the best use of the facility will be;
- Allow Council to evaluate the proposals against a set criteria in a fair and transparent manner and shortlist solutions which maximise value for Council, the operator and the community; and
- Provide Council with the opportunity to work with one or multiple shortlisted operators to conduct a Request for Tender (RFT) process.

#### **LEGAL/POLICY BASIS**

This report and its recommendations are consistent with the following legislative provisions: Local Government Act 2009 Local Government Regulation 2012

#### **RISK MANAGEMENT IMPLICATIONS**

The risks associated with an EOI and RFT process have been considered in the attached STEP.

#### HUMAN RIGHTS IMPLICATIONS

HUMAN RIGHTS IMPACT	S
OTHER DECISION	
(a) What is the Act/Decision being made?	Recommendation A states that pursuant to Section 228(3)(a) of the Regulation it would be in the public interest to invite expressions of interest before inviting written tenders for the lease at 155 Southern Cross Circuit, Springfield Central more particularly described as part of Lot 762 and Plan SP221160.
(b) What human rights are affected?	No human rights are affected by the decision to proceed to Expression of Interest because no person has been engaged to enter into a lease for the premises.
(c) How are the human rights limited?	Not applicable
<ul> <li>(d) Is there a good</li> <li>reason for limiting</li> <li>the relevant rights?</li> <li>Is the limitation fair</li> <li>and reasonable?</li> </ul>	Not applicable
(e) Conclusion	The decision is consistent with human rights.

## FINANCIAL/RESOURCE IMPLICATIONS

Council's obligations under a lease have been considered in operational budgets, a full maintenance schedule which identifies the maintenance obligations of both parties will be included in the proposed lease agreement.

Council has no intention to remove, amend or change the current infrastructure of the facility. There will be no capital expenditure required as part of this EOI or RFT process.

#### COMMUNITY AND OTHER CONSULTATION

There has been no community consultation in the preparation of this report.

Over the past 12 months Council has received several enquiries from the community with proposals to lease and activate facility. This EOI will notify the community that Council is considering a new lease opportunity for the facility and allow the community to respond.

The proposed EOI will be released on Council's tender platform and open to all community, not-for-profit and commercial operators. It will be advertised on Council's social media pages. Procurement will engage with the marketing branch to ascertain other suitable local Ipswich and Springfield publications to advertise the EOI.

# CONCLUSION

An EOI process for the lease of 155 Southern Cross Circuit, Springfield Central more particularly described as part of Lot 762 and Plan SP221160, will maximise the innovative and alternative options available to Council to ensure the facility activation delivers maximum value for Council, the operator and the community.

## ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

	CONFIDENTIAL
1.	Strategy and Tender Evaluation Plan

## Shyanne Ward CATEGORY SPECIALIST

I concur with the recommendations contained in this report.

# Richard White MANAGER, PROCUREMENT

I concur with the recommendations contained in this report.

# Kerry Perrett ACTING PROPERTY SERVICES MANAGER

I concur with the recommendations contained in this report.

# Don Stewart MANAGER, COMMUNITY AND CULTURAL SERVICES

I concur with the recommendations contained in this report.

Ben Pole GENERAL MANAGER, COMMUNITY, CULTURAL AND ECONOMIC DEVELOPMENT

"Together, we proudly enhance the quality of life for our community"

Doc ID No: A7896198

ITEM: 14.2

SUBJECT: MEDIA AND CORPORATE COMMUNICATIONS POLICY

AUTHOR: ACTING GENERAL MANAGER COORDINATION AND PERFORMANCE

DATE: 16 FEBRUARY 2022

## **EXECUTIVE SUMMARY**

This is a report concerning the adoption of an amended media and corporate communications policy for council, to provide greater clarity on roles and responsibilities in delivering quality media and corporate communication activities with consistent messaging and a stakeholder and audience centric approach.

Council has an existing Media Policy (**Attachment 1**) that was adopted in December 2019 by the Interim Administrator. Since that time council and the city have undergone significant change including the return of our elected representatives, the Mayor and Councillors, a growing local media industry and an organisational maturity in how we communicate and promote the programs, services and initiatives of our work from iFuture (our five-year corporate plan) and the yearly Annual Plan and Budget.

The purpose of a new Media and Corporate Communications Policy (**Attachment 2**) is to provide the organisation, Mayor, Councillors and council staff with greater clarity on roles and responsibilities in delivering communication activities including who, how, when, why and where we communicate. The recommended amended policy will provide greater clarity and opportunity for improved outcomes in representing the work of the council to the community.

#### **RECOMMENDATION/S**

- A. That the policy titled "Media Policy as outlined in Attachment 1, be repealed.
- B. That the draft policy titled "Media and Corporate Communications Policy" as outlined in Attachment 2, be adopted.

#### **RELATED PARTIES**

There are no known or declared conflicts of interest in relation to this matter.

## **IFUTURE THEME**

A Trusted and Leading Organisation

# PURPOSE OF REPORT/BACKGROUND

Council has an existing Media Policy (**Attachment 1**) that was adopted in December 2019 by the Interim Administrator. Since that time council and the city have undergone significant change including the return of our elected representatives, the Mayor and Councillors, a growing local media industry and an organisational maturity in how we communicate and promote the programs, services and initiatives of our work from iFuture (our five-year corporate plan) and the yearly Annual Plan and Budget.

The purpose of a new Media and Corporate Communications Policy (**Attachment 2**) is to provide the organisation, Mayor, Councillors and council staff with greater clarity on roles and responsibilities in delivering communication activities including who, how, when, why and where we communicate.

This is achieved by following several principles:

- Retaining an audience first focus
- Adhering to communication best practice
- Ensuring positive contribution to our corporate reputation
- Prioritising activities that are aligned to the corporate plan
- Providing most appropriate spokespeople and subject matter experts
- Ensuring official comments are consistent, well informed, timely, accurate and appropriate
- Ensure that media and corporate communications are sources are utilised effectively and efficiently
- Being consistent with the local government principles under the *Local Government Act 2009*.

The new policy also provides clarity and definitions of media (statements, releases and responses) and corporate communications.

The implementation of the policy will have limited, if any, impact for the current resourcing of Media, Communications and Engagement Branch. In fact, this new policy will be the catalyst for new streamlined processes and a new media style guide that will provide greater efficiencies for drafting and approval processes. Clearly defined processes will provide a stronger understanding and cultivate more opportunities for the Mayor, Councillors, CEO and staff to highlight media and communication opportunities related to their relevant areas; and assist with providing timely responses to media outlets.

Forward planning for media and communication will be key to the success of the policy and is closely linked to the implementation of Council's yearly Annual Plan for our capital program delivery, catalyst projects and programs, and the important services we provide every day for the city.

The draft policy highlights the measures that will be used for monitoring and evaluating its overall success and effectiveness.

## **LEGAL/POLICY BASIS**

This report and its recommendations are consistent with the following legislative provisions:

Local Government Act 2009 Local Government Regulation 2012 Council's Code of Conduct Code of Conduct for Councillors in Queensland

#### **RISK MANAGEMENT IMPLICATIONS**

If this draft policy (Attachment 2) was not adopted reduced clarity of roles and responsibilities related to media and communications would continue which will impact our effectiveness and timeliness.

#### HUMAN RIGHTS IMPLICATIONS

 HUMAN RIGHTS IMPACTS

 NON-DISCRETIONARY DECISION

 Recommendation B. states that Council adopt the draft policy titled "Media and Corporate Communications Policy" in Attachment 2. Council has no ability to act differently because of an existing *Public Sector Ethics Act 1994* that requires certain conduct when contacted by or talking to media. Therefore, while the proposed decision may not be compatible with human rights Council's decision will not be unlawful under the *Human Rights Act 2019*.

## FINANCIAL/RESOURCE IMPLICATIONS

There are no additional financial or resourcing implications as a result of adopting this policy. As with most service and support functions of Council, due to work programs and projects being delivered across council there may be times throughout the year where additional contingent support is required. This is standard and would not be a result of implementing this policy.

#### COMMUNITY AND OTHER CONSULTATION

Consultation has been undertaken with the Mayor, all Councillors, Chief Executive Officer and key staff through a Councillor workshop and opportunities to provide feedback on the draft policy.

## CONCLUSION

Council has an existing Media Policy that was adopted in December 2019 by the Interim Administrator. Since that time council and the city have undergone significant change necessitating a review of the Media and Corporate Communications Policy. An amended policy has been prepared with significant amendments when compared to the current published policy. The implementation of the policy will have limited, if any, impact for current resourcing but will provide greater clarity and opportunity for improved outcomes in representing the work of the council to the community.

#### ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	Media Policy 🕂	sāc
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2. Draft Media and Corporate Communications Policy 🗓 🖺

# Barbara Dart ACTING GENERAL MANAGER COORDINATION AND PERFORMANCE

I concur with the recommendations contained in this report.

Sonia Cooper CHIEF EXECUTIVE OFFICER

"Together, we proudly enhance the quality of life for our community"

# Lity of Ipswich

IPSWICH CITY COUNCIL Media Policy

Version Control and Objective ID	Version No: 1	Objective ID: A5966773
Approved by Council on	10 December 2019	
Date of Review	10 December 2023	

# 1. Statement

At Ipswich City Council we value the role print, broadcast and digital media play in sharing news of the city's events, activities and milestones. This policy confirms our ongoing commitment to provide timely and accurate information to the community through positive working relationships with media organisations and via Council's media channels.

It is the responsibility of the Mayor to ensure that strategic priorities and policies of the organisation are effectively communicated to the community. It is the responsibility of the Chief Executive Officer to ensure that operational priorities and achievements of the organisation are effectively communicated to the community.

Our communication mission as an organisation is to use high impact storytelling techniques to engage our community, and to develop an informed and connected city. We will turn ideas into influence, creating positive social impact.

We will provide capacity for our community to build. This will be done fairly, in a publicly responsible manner, and avoid undue advantage to any party in our media endeavour.

# 2. Purpose and Principles

The purpose of this policy in relation to official Council business and information is to:

- Indicate clearly Council's authorised spokespersons;
- Provide clear direction on the responsibilities of Councillors and staff in relation to official media comment;
- Support fair and equitable opportunity for the Mayor and Councillors to inform the public on strategic directions and policies of Council;
- Ensure that official comments made to the public are consistent, well informed, timely, accurate and appropriate;
- Provide a coordinated, professional and consistent approach to media liaison and community engagement through Council media channels; and
- Be consistent with the local government principles under the *Local Government Act* 2009.

"The following principles underpin Council's commitment to access, equity and inclusion:

- Access the right of residents and/or visitors to have ready and equitable access to council facilities, open space, programs, services, resources and information;
- Inclusion working in partnership to address the needs of residents and/or visitors and build an inclusive and cohesive community;

# Item 14.2 / Attachment 1.

# **IPSWICH CITY COUNCIL** | Name of Policy

- Equity equity and opportunities for all; and
- Respect recognise and value the contribution of the city's diverse population and respect the right of people to an inclusive community. "

#### 3. Strategic Plan Links

This policy aligns with the following iFuture 2021-2026 Corporate Plan theme:

• Safe, Inclusive and Creative

#### 4. Regulatory Authority

- Local Government Act 2009
- Local Government Regulation 2012
- Council's Code of Conduct
- Councillor Code of Conduct
- Media and Communications Procedure

#### 5. Scope

This policy applies to all Council officers, committee members and elected officials.

The policy enables information dissemination and discussion on topics relevant to Council's strategic and operational activities and objectives for the city.

This policy does not limit or attempt to restrict relationships between Councillors and the media.

The policy acknowledges the rights and responsibilities of Councillors as elected representatives as outlined in the *Local Government Act 2009*.

This policy acknowledges that any information which has been made public through official channels, including committee papers and briefings, is open to media scrutiny.

As a matter of transparency, Council should be in a position to explain all publicly-available background, commentary, decisions or other publicly-available material to the community, including through Council's media channels, or third-party media organisations.

#### 6. Roles and Responsibilities

Under guidance of the Mayor and Chief Executive Officer, Council's Media and Communications Section will share news and information within the scope of this policy via publication in a combination of traditional and new media channels inclusive but not limited to third-party media, social media and owned media.

The Mayor and the Chief Executive Officer are the official spokespersons on Council business, and may choose to delegate others to act as spokespersons when appropriate.

The Mayor may delegate Councillors to act as spokespersons on Council business in a fair and equitable manner so as not to promote some councillors over others.

The Chief Executive Officer is responsible for managing any media engagement regarding the city's day-to-day operations.

# Item 14.2 / Attachment 1.

#### **IPSWICH CITY COUNCIL | Name of Policy**

If Councillors choose to provide comment to the media, statements must be identified as that Councillor's personal opinion, and not the position of Council.

The Chief Executive Officer may nominate Council officers to act as spokespersons in line with the Communications and Media Procedure.

Any Council officer, unless nominated by the chief executive officer as a nominated spokesperson, who is contacted by the media must not provide any comment and refer the enquiry to the Media and Communications Section.

Council's Media and Communications Section will inform all Councillors and the city's Chief Executive Officer in a timely manner of any media engagement the mayor performs on Council's behalf.

Media representatives attending a city-organised media engagement will make their own editorial decisions as to which Councillors they invite (or do not invite) to appear in any staged presentation, event, photo, video or similar activity.

It is inappropriate for any Councillor, including the Mayor, or the Chief Executive Officer to influence or determine the media's editorial needs or decisions.

Breaches of this policy will be dealt with in accordance with the Ipswich City Council's Code of Conduct.

# 7. Key Practice Guidelines

Official statements issued on behalf of Council must:

- Be consistent with the city's current policy and position;
- Support the reputation of the city, its staff, its Council and its Councillors;
- Be respectful of the Mayor, other Councillors, the city's Chief Executive Officer, city officers and all members of the public;
- Not commit the city or its resources to a course of action without prior Council discussion and/or resolution;
- Not be in breach of any laws (such as privacy, defamation, racial vilification, or equal opportunity), or the city's Code of Conduct;
- Avoid any admission of legal liability.

#### 8. Monitoring and Evaluation

This policy is to be reviewed every four years or sooner if required. The success and effectiveness of the policy will be measured by:

- Information to the community that is timely and accurate, and which encourages discussion about Council decisions and policies.
- Information about the city and its people that encourages and promotes participation in an active, healthy and liveable community.
- Ensuring the community has access to Council decisions and policies, the reasons for those decisions and the resultant outcomes.
- Ensuring information that encourages and promotes advancement towards the accomplishment of Council's social, cultural, economic and development goals.

# Item 14.2 / Attachment 1.

# **IPSWICH CITY COUNCIL | Name of Policy**

Increased audience across Council-owned channels, including social media, Ipswich First, Discover Ipswich, and databases managed by Libraries, Civic Centre, Art Gallery and other approved channels.

# 9. Definitions

**Council**: Means Ipswich City Council.

**Media**: Includes television, print, radio, online and social media, as well as Council-branded or sub-brand social media, mastheads, magazines and media releases.

#### 10. Policy Owner

The Media and Communications Manager (Coordination and Performance) is responsible for reviewing this policy.



# Media and Corporate Communications Policy

IPSWICH CITY COUNCIL

Version Control and Objective ID	Version No: 1	Objective ID: A5966773
Approved by Council on		
Date of Review		

#### 1. Statement

At Ipswich City Council, we value the role media and corporate communications play in sharing information about council decisions, initiatives, city events, activities and milestones.

Through media and corporate communications, we will build the profile of Ipswich City Council as trustworthy through transparent and timely updates on issues and events relevant to our region.

Ipswich City Council is also committed to providing, accurate and consistent information to the community via Council's own communications channels as well as to external media organisations.

#### 2. Purpose and Principles

The purpose of the Media and Corporate Communications Policy (the Policy) is to provide the organisation, Mayor, Councillors and council staff with clarity on roles and responsibilities in delivering communication activities including who, how, when, why and where we communicate.

This is achieved by following several principles:

- Retaining an audience first focus
- Adhering to communication best practice
- Ensuring positive contribution to our corporate reputation
- Prioritising activities that are aligned to the corporate plan
- Providing most appropriate spokespeople and subject matter experts
- Ensuring official comments are consistent, well informed, timely, accurate and appropriate
- Ensure that media resources are utilised effectively and efficiently
- Being consistent with the local government principles under the *Local Government Act* 2009.

#### 3. Strategic Plan Links

This policy aligns with the following iFuture 2021-2026 Corporate Plan theme:

- Safe, Inclusive and Creative
- Trusted and Leading Organisation

#### 4. Regulatory Authority

- Local Government Act 2009
- Local Government Regulation 2012
- Council's Code of Conduct
- Code of Conduct for Councillors in Queensland

#### 5. Human Rights Commitment

A Human Rights Impact Assessment Checklist (template in Objective/Utilities) must be completed for all policies. The completed checklist is to be included when seeking approval and publishing. The statement below is a mandatory component and is not to be changed.

Ipswich City Council (Council) has considered the human rights protected under the *Human Rights Act 2019 (Qld)* (the Act) when adopting and/or amending this policy. When applying this policy, Council will act and make decisions in a way that is compatible with human rights and give proper consideration to a human right relevant to the decision in accordance with the Act.

#### 6. Scope

- The Policy relates to the media activities and corporate communications of Ipswich City Council.
- The Policy applies to all Council staff, Mayor and Councillors.
- The Policy enables information dissemination and discussion on topics relevant to Council's strategic and operational activities and objectives for the city.
- The Policy does not preclude Councillors from making their own media statements, which may conflict with Council's position or on matters that are not current Council programs or initiatives. In these scenarios, councillors must be aware of their Code of Conduct obligations and must ensure they make it clear that any comments are their personal opinion and may not reflect the position of the Council.
- The Policy does not apply to the communications and media activities of the Local Disaster Management Group (LDMG) when it has reached the status of 'stand up' and defers to the communications directives of the LDMG.

#### 7. Roles and Responsibilities

#### **Media Activities**

- The below table represents the Official Spokesperson/s related to proactive media releases, media statements and responses to media enquiries.
- Media may be seeking a direct response from the Mayor and in those instances the Mayor will be the official spokesperson for media enquiries. The Mayor may wish to include the relevant Committee Chair or Divisional Councillors in the response or defer to the CEO if the enquiry is an operational matter.

# <u>Table 1:</u>

Торіс	Official Spokesperson
City-wide strategic and advocacy matters	The Mayor, is the official spokesperson for city-wide strategic and advocacy matters for Ipswich City Council.
	Where city-wide strategic and advocacy matters also relate to a particular topic of a Committee, the Mayor may delegate or include the Committee Chair as an additional official spokesperson.
	In the absence of the Mayor or at the request of the Mayor, the Deputy Mayor may be the official spokesperson on city-wide strategic and advocacy matters. This also applies to any Councillor who may be appointed Acting Mayor in the absence of both the Mayor and Deputy Mayor.
Matters relating to Committee portfolios and Divisional matters	A Committee Chair is the official spokesperson for strategic or advocacy matters relating to Committee portfolios.
	Where matters relate to a Council Division, for example the completion of a road or opening of a park in a specific Division, the Committee Chair may designate the relevant Divisional Councillors to delegate to or be additional official spokespersons.
	In the absence of the Committee Chair, the Deputy Chair will be the official spokesperson for matters relating to the Committee. This also applies to any Councillor who may be appointed Acting Committee Chair in the absence of both the Committee Chair and Deputy Committee Chair.
Council operational matters	The Chief Executive Officer (CEO) is the official spokesperson for operational matters. The CEO may delegate to Council Officers as deemed appropriate.

The official spokesperson is also the final approver of a media release, media statement or media enquiry response. Specific spokespeople may be appointed to projects outside this

scope, such as, but not limited to, the LDMG, and these arrangements should be included in the relevant Terms of Reference where applicable.

Official spokespersons are the approver of their attributed quotes in written content (i.e., printed and digital content).

The Mayor and Councillors are the approvers of their articles in the Council Community Matters Newsletter.

Official spokespersons can also appear on radio and video.

All contact by the media to a Councillor to request a statement or response on behalf of Council must be directed as soon as possible to the Media, Communication and Engagement Branch.

Where an individual Councillor chooses to provide comment to the media, statements and responses must be identified as their personal opinion and not the position of Council.

Any council staff member, unless nominated by the CEO as a nominated spokesperson, who is contacted by the media must not provide any comment and refer the enquiry as soon as possible to the Media, Communications and Engagement Branch.

Council's Media, Communications and Engagement Branch will inform all Councillors and the CEO in a timely manner of any media engagement events or activities the Mayor, Councillors or CEO performs on Council's behalf.

#### **Key Practice Guidelines for Official Spokespersons**

Any quote of an official spokesperson issued on behalf of Council must:

- Be consistent with the current policy and position
- Support the reputation of the city, Council, Council staff and Councillors
- Be respectful of the Mayor and Councillors, Council, Council staff and members of the community
- Not commit Council or its resources to a course of action without Council discussion and/or resolution or where relevant, CEO approval
- Not breach of any laws (such as privacy, human rights, defamation, racial vilification, or equal opportunity), or the relevant Code of Conduct
- Avoid any admission of legal liability.

#### **Corporate Communications**

- Corporate communications are approved by the CEO.
- Mayor and Councillors are to be made aware corporate communications to be distributed in a timely manner.
- Where a corporate communication includes a foreword or welcome message by the Mayor, a Councillor or CEO then they approve that foreword or welcome message.
- Where a corporate communication includes an attributed quote from an official spokesperson, they are to approve their quote to be used.
- Corporate communications are defined in section 10 below.

#### 8. Key Stakeholders

- Mayor and Councillors
- Chief Executive Officer
- Office of the Mayor and Executive Services Branch
- General Managers
- Media, Communications and Engagement Branch Staff
- Marketing and Promotions Branch Staff

#### 9. Monitoring and Evaluation

The Policy is to be reviewed every four years or sooner if required. The success and effectiveness of the Policy will be measured by:

- Information to the community that is timely and accurate, and which encourages discussion about Council decisions and policies
- Information about the city and its people that encourages and promotes participation in an active, healthy and liveable community
- Ensuring the community has access to Council decisions and policies, the reasons for those decisions and the resultant outcomes
- Ensuring information that encourages and promotes advancement towards the accomplishment of Council's stated vision and objectives
- Sentiment, audience reach and engagement across Council-owned channels
- Information on spokespersons and delegations

#### 10. Definitions

**City-wide strategic and advocacy matters:** Strategic matters that apply to the whole of the city not just a particular Council Division; and any advocacy to Federal or State Government or external party on behalf of Council at a strategic level.

**Contact:** Any attempt to contact Council staff, Councillors and contractors by telephone, email, through social media or in person by a member of the media.

**Corporate communications**: a range of content prepared for Council-owned channels including but not limited to Discover Ipswich (digital), Ipswich First (digital), Newsletters (digital and printed) (excluding the Council Community Matters Newsletter), electronic direct marketing and mail (EDM).

Note: The Quarterly Seasonal Guide and the Discover Ipswich printed publication will be shared with the Mayor and Councillors for feedback prior to printing and distribution.

Council: Ipswich City Council

**Media:** All forms of published content such as newspapers, radio, television and online (including social media) and the related publishing organisations, industry or individuals involved.

Media activities: Actions which are designed to obtain coverage from media.

**Official spokesperson:** the Mayor, a Councillor or Council Officer commenting on behalf of Ipswich City Council.

**Operational matters:** Activities relating to the day-to-day delivery of Council services and programs as well as administrative matters relating to staff

#### 11. Policy Owner

The General Manager, Coordination and Performance is the Policy owner, and the Manager, Media, Communications and Engagement is responsible for authoring and reviewing the Policy.

# **GROWTH INFRASTRUCTURE AND WASTE COMMITTEE NO. 2022(01)**

# 10 FEBRUARY 2022

# REPORT OF THE GROWTH INFRASTRUCTURE AND WASTE COMMITTEE FOR THE COUNCIL

COUNCILLORS' ATTENDANCE:	Mayor Teresa Harding (Chairperson); Councillors Paul Tully,
	Sheila Ireland, Marnie Doyle, Andrew Fechner, Kate
	Kunzelmann, Russell Milligan and Deputy Mayor Nicole
	Jonic

COUNCILLOR'S APOLOGIES: Nil

**OFFICERS' ATTENDANCE:** Chief Executive Officer (Sonia Cooper), General Manager Planning and Regulatory Services (Peter Tabulo), Acting General Manager Corporate Services (Jeff Keech), Manager, Infrastructure Strategy and Environment (Tony Dileo), Team Lead (Transport and Traffic (Berto Santana), Transport Planner (Transport Planning (James MacArthur), General Manager Infrastructure and Environment (Sean Madigan), Manager, Development Planning (Anthony Bowles), Acting Manager, Environment and Sustainability (David McAlister), Manager, Works and Field Services (James Hilyard), General Manager Community, Cultural and Economic Development (Ben Pole), Manager, Community and Cultural Services (Don Stewart), Acting Property Services Manager (Kerry Perrett), Senior Property Officer (Acquisitions and Disposals)(Alicia Rieck), Manager Economic and Community Development (Cat Matson), Senior Digital Media and Content Officer (Jodie Richter), Executive Services Manager (Wade Wilson), Chief of Staff -Office of the Mayor (Melissa Fitzgerald), Senior Policy and Communications Officer (David Shaw) and Theatre Technician (Harrison Cate)

OTHER ATTENDANCE: Pro-Av Representative (Brad Hebbard)

# WELCOME TO COUNTRY/ACKNOWLEDGEMENT OF COUNTRY

Mayor Teresa Harding invited Councillor Kate Kunzelmann to deliver the Acknowledgement of Country.

# **DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA**

Nil

# **BUSINESS OUTSTANDING**

Nil

# **CONFIRMATION OF MINUTES**

# 1. <u>CONFIRMATION OF MINUTES OF THE GROWTH INFRASTRUCTURE AND WASTE</u> COMMITTEE NO. 2021(11) OF 1 DECEMBER 2021

#### DECISION

Moved by Mayor Teresa Harding: Seconded by Councillor Russell Milligan:

#### That the Minutes of the Meeting held on 1 December 2021 be confirmed.

AFFIRMATIVE	NEGATIVE
Councillors:	Councillors:
Harding	Nil
Tully	
Ireland	
Doyle	
Fechner	
Kunzelmann	
Milligan	
Jonic	

The motion was put and carried.

#### **OFFICERS' REPORTS**

Councillor Jacob Madsen arrived at the meeting at 9.02 am.

#### 2. EXPANDING THE IPSWICH BUS NETWORK

Public Transport services in Ipswich are administered by the TransLink Division of the Queensland Department of Transport and Main Roads. Nevertheless, Council receives many requests to improve public transport services within Ipswich and in particular the bus services.

In recent years, Council has had very limited success in lobbying the State Government to invest in the expansion of the bus network. This report highlights the state of Ipswich's bus network, benchmarks the Ipswich bus network against other networks within South East Queensland (SEQ), and outlines several considerations for Council moving forward.

# **DECISION**

Moved by Mayor Teresa Harding: Seconded by Councillor Andrew Fechner:

- A. That a submission for citywide expansion of the bus network be prepared and considered as a potential Regionally Significant Project.
- B. That Councillors meet with State MPs to discuss new bus services in Redbank Plains, as well as for a new direct bus service linking Ipswich Central and Springfield Central.
- C. That Council officers work with the State Government to rationalise the existing bus network to achieve net benefits.
- D. That if funding from the State Government is not secured for Council's two (2) expansion priority projects (identified in Recommendation B) by the end of the 2022-2023 financial year, Council officers commence investigations into alternative funding options to subsidise the cost of these service changes and prepare a report for Council's consideration.

AFFIRMATIVE	NEGATIVE
Councillors:	Councillors:
Harding	Nil
Tully	
Ireland	
Madsen	
Doyle	
Fechner	
Kunzelmann	
Milligan	
Jonic	

The motion was put and carried.

# 3. IGO ANNUAL REPORT CARD 2020 - 2021

This is a report outlining the results of the 2020 - 2021 Annual Report Card for the delivery of the *City of Ipswich Transport Plan* (iGO). The report provides an overview of the status of iGO related projects and transport trends being experienced in Ipswich. While many iGO projects have been delivered in the financial year, the impact of continued high population growth, the COVID-19 pandemic and changing travel demands has resulted in a need to undertake a major review of iGO, to address the associated challenges and opportunities, and readjust Council's strategic transport direction for Ipswich.

# **DECISION**

Moved by Mayor Teresa Harding: Seconded by Councillor Andrew Fechner:

# That the report be received and the contents noted.

AFFIRMATIVE	NEGATIVE
Councillors:	Councillors:
Harding	Nil
Tully	
Ireland	
Madsen	
Doyle	
Fechner	
Kunzelmann	
Milligan	
Jonic	

The motion was put and carried.

# 4. PROPOSED REPAIRS TO UNMAINTAINED ROADS POLICY

This is a report concerning the development of an unmaintained roads policy to replace the previous unmaintained roads policy which was repealed in 2019. Whilst Council do not have a statutory duty under section 60 of the *Local Government Act 2009* to carry out construction activities or maintenance works on unmaintained roads there are instances that in the public interest and for the safe passage of community members on these roads, that Council adopts a policy that enables Council to undertake minor repair works within a specified framework.

# **DECISION**

Moved by Mayor Teresa Harding: Seconded by Councillor Kate Kunzelmann:

That the policy titled 'Repairs to Unmaintained Roads Policy' as outlined in Attachment 1, be adopted, to enable a consistent approach to customer requests for maintenance on unmaintained roads.

AFFIRMATIVE NEGATIVE Councillors: Councillors: Harding Nil Tully Ireland Madsen Doyle Fechner Kunzelmann Milligan Jonic

The motion was put and carried.

# 5. <u>INFRASTRUCTURE AND ENVIRONMENT DEPARTMENT CAPITAL DELIVERY REPORT</u> <u>DECEMBER 2021</u>

This is a report concerning the performance of the capital delivery by the Infrastructure and Environment Department for the month of December 2021.

Officers across the whole Infrastructure and Environment Department are contributing to the positive results seen in the early stages of the 2021-2022 financial year. The result is especially pleasing when compared to the rate of delivery achieved in previous financial years.

# DECISION

Moved by Mayor Teresa Harding: Seconded by Councillor Russell Milligan:

# That the report be received and the contents noted.

AFFIRMATIVE Councillors: Harding Tully Ireland Madsen Doyle Fechner Kunzelmann Milligan	NEGATIVE Councillors: Nil
Kunzelmann Milligan Jonic	

The motion was put and carried.

# 6. EXERCISE OF DELEGATION REPORT

This is a report concerning applications that have been determined by delegated authority for the period 16 November 2021 to 21 January 2022.

# DECISION

Moved by Mayor Teresa Harding: Seconded by Councillor Andrew Fechner:

# That the report be received and the contents noted.

AFFIRMATIVE NEGATIVE Councillors: Councillors: Harding Nil Tully Ireland Madsen Doyle Fechner Kunzelmann Milligan Jonic

The motion was put and carried.

# 7. PLANNING AND ENVIRONMENT COURT ACTION STATUS REPORT

This is a report concerning a status update with respect to current Planning and Environment Court actions associated with development planning applications

#### DECISION

Moved by Mayor Teresa Harding: Seconded by Councillor Andrew Fechner:

# That the report be received and the contents noted.

AFFIRMATIVE	NEGATIVE
Councillors:	Councillors:
Harding	Nil
Tully	
Ireland	
Madsen	
Doyle	

Fechner Kunzelmann Milligan Jonic

The motion was put and carried.

# **NOTICES OF MOTION**

Nil

# **MATTERS ARISING**

Nil

# **PROCEDURAL MOTIONS AND FORMAL MATTERS**

The meeting commenced at 9.00 am.

The meeting closed at 9.27 am.

# **GOVERNANCE AND TRANSPARENCY COMMITTEE NO. 2022(01)**

# 10 FEBRUARY 2022

REPORT OF THE GOVERNANCE AND TRANSPARENCY COMMITTEE FOR THE COUNCIL

COUNCILLORS' ATTENDANCE:	Councillor Jacob Madsen (Chairperson); Councillors Russell Milligan, Mayor Teresa Harding, Marnie Doyle, Kate Kunzelmann and Deputy Mayor Nicole Jonic
COUNCILLOR'S APOLOGIES:	Nil
OFFICERS' ATTENDANCE:	Chief Executive Officer (Sonia Cooper), General Manager Planning and Regulatory Services (Peter Tabulo), Acting General Manager Corporate Services (Jeff Keech), General Manager Community, Cultural and Economic Development (Ben Pole), Manager Community and Cultural Services (Don Stewart), Manager Marketing and Promotions (Carly Gregory), Acting Property Services Manager (Kerry Perrett), Senior Property Officer (Acquisitions and Disposals)(Alicia Rieck), Manager Economic Development (Cat Matson), Senior Digital Media and Content Officer (Jodie Richter), Executive Services Manager (Wade Wilson), Manager Procurement (Richard White), Chief of Staff – Office of the Mayor (Melissa Fitzgerald), Senior Policy and Communications Officer (David Shaw) and Theatre Technician (Harrison Cate)
OTHER ATTENDANCE:	Pro-Av Representative (Brad Hebbard)

# WELCOME TO COUNTRY/ACKNOWLEDGEMENT OF COUNTRY

Councillor Jacob Madsen (Chairperson) delivered the Acknowledgement of Country.

# DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

In accordance with section 150EM of the *Local Government Act 2009*, Deputy Mayor Nicole Jonic informed the meeting that she has a prescribed conflict of interest in Item 8 titled Procurement: Contract for 17692 Organic Waste Management Services.

The nature of the prescribed conflict of interest is Remondis are listed as having submitted a tender offer (however, in the comments section under tender rankings it states Remondis declined to submit an offer for this Request for Tender). Deputy Mayor Jonic's relationship with Remondis is that two (2) of her brothers are employees. Deputy Mayor Nicole Jonic advised that she will leave the meeting room (including any area set aside for the public) while this matter is being discussed and voted on.

# **BUSINESS OUTSTANDING**

Nil

# **CONFIRMATION OF MINUTES**

# 1. <u>CONFIRMATION OF MINUTES OF THE GOVERNANCE AND TRANSPARENCY</u> <u>COMMITTEE NO. 2021(11) OF 1 DECEMBER 2021</u>

#### RECOMMENDATION

Moved by Councillor Marnie Doyle: Seconded by Councillor Russell Milligan:

That the minutes of the Governance and Transparency Committee No. 2021(11) held on 1 December 2021 be confirmed.

AFFIRMATIVE	NEGATIVE
Councillors:	Councillors:
Madsen	Nil
Milligan	
Harding	
Doyle	
Kunzelmann	
Jonic	

The motion was put and carried.

# **OFFICERS' REPORTS**

# 2. QUARTER 2 - OPERATIONAL PLAN 2021-2022 QUARTERLY PERFORMANCE

This is a report concerning an assessment of Ipswich City Council's progress towards implementation of the 2021-2022 Operational Plan with notable achievements that have occurred during quarter two (Q2) (October to December 2021). Departmental representatives have provided the presented Q2 data.

#### **RECOMMENDATION**

Moved by Mayor Teresa Harding: Seconded by Councillor Kate Kunzelmann:

# That the report be received and the contents noted.

AFFIRMATIVE NEGATIVE Councillors: Councillors: Madsen Nil Milligan Harding Doyle Kunzelmann Jonic

The motion was put and carried.

# 3. REVISED INDIGENOUS ACCORD POLICY

This is a report seeking Governance and Transparency Committee approval to repeal the existing Indigenous Australian Social Justice Accord Policy and adopt the revised Indigenous Accord Policy, managed by Economic and Community Development Branch within the Community, Cultural and Economic Development Department.

#### RECOMMENDATION

Moved by Mayor Teresa Harding: Seconded by Councillor Kate Kunzelmann:

- A. That the Policy titled, "Indigenous Australian Social Justice Accord Policy (current)" as detailed in Attachment 1 be repealed.
- B. That the Policy titled, "Indigenous Accord Policy (revised)" as detailed in Attachment 2 be adopted.

AFFIRMATIVE	NEGATIVE
Councillors:	Councillors:
Madsen	Nil
Milligan	
Harding	
Doyle	
Kunzelmann	
Jonic	

The motion was put and carried.

# 4. <u>BOUNDARY ANOMALIES BETWEEN IPSWICH CITY COUNCIL AND LOCKYER VALLEY</u> <u>REGIONAL COUNCIL</u>

This is a report concerning the amendment of local government boundaries in relation to three properties located on the boundary of Ipswich City Council (**ICC**) and Lockyer Valley Regional Council (**LVRC**). LVRC are seeking ICC's consent for LVRC to make application to seek a determination for a local government boundary change to the individual properties that have been identified.

"The attachment/s to this report are confidential in accordance with section 254J(3)(g) of the *Local Government Regulation 2012.*"

# RECOMMENDATION

Moved by Councillor Russell Milligan: Seconded by Councillor Kate Kunzelmann:

- A. That Council resolve to support an application by Lockyer Valley Regional Council to the Minister for State Development, Infrastructure, Local Government and Planning and to the Local Government Change Commission to have included Lot 84 Unnamed Road, Grandchester (47 Beames Road, Laidley South) more particularly described as Lot 84 on Crown Plan CC389, in its entirety, in the Ipswich City Council boundary and excluded from the Lockyer Valley Regional Council boundary.
- B. That Council resolve to support an application by Lockyer Valley Regional Council to the Minister for Local Government and the Local Government Change Commission to have included 379-449 Coynes Road, Mount Mort and Lot 16 Coynes Road, Mount Mort more particularly described as Lots 14 & 16 on SP200498 respectively, in the Lockyer Valley Regional Council area.
- C. That pursuant to Section 257(1)(b) of the *Local Government Act 2009*, Council resolve to delegate to the Chief Executive Officer the power to take any action in order to implement Council's decisions.

NEGATIVE
Councillors:
Nil

The motion was put and carried.

# ADJOURN MEETING

Moved by Mayor Teresa Harding that the meeting be adjourned at 10.01 am to reconvene at 10.31 am.

AFFIRMATIVE NEGATIVE Councillors: Councillors: Madsen Nil Milligan Harding Doyle Kunzelmann Jonic

The motion was put and carried.

The meeting reconvened at 10.31 am.

# 5. <u>NEW LEASE OVER PART OF 125A CHUBB STREET, ONE MILE TO WEST MORETON</u> <u>GREYHOUND OWNERS & TRAINERS ASSOCIATION INC.</u>

This is a report concerning the proposed new lease over part of freehold land located at 125A Chubb Street, One Mile, described as part of Lot 69 on SP169626 (the Land), between Ipswich City Council (Council) and West Moreton Greyhound Owners & Trainers Association Inc. (WMGOTA)

"The attachment/s to this report are confidential in accordance with section 254J(3)(g) of the *Local Government Regulation 2012.*"

#### RECOMMENDATION

Moved by Councillor Russell Milligan: Seconded by Deputy Mayor Nicole Jonic:

- A. That pursuant to section 236(2) of the *Local Government Regulation 2012* (Regulation), Council resolve that the exception at section 236(1)(b)(ii) of the Regulation applies to the disposal of interest in land at 125A Chubb Street, One Mile, described as part of Lot 69 on SP169626 for greyhound training purposes, because West Moreton Greyhound Owners & Trainers Association Inc. (Lessee) is a community organisation.
- B. That Council enter into a lease (Council file reference 5514) with the Lessee:
  - (i) at a yearly rent of \$1.00 excluding GST, payable to Council if demanded, and
  - (ii) for a term of five (5) years, with a five (5) year option for extension.

C. That pursuant to Section 257(1)(b) of the *Local Government Act 2009*, Council resolve to delegate to the Chief Executive Officer the power to take *"contractual action"* pursuant to section 238 of the Regulation, in order to implement Council's decision.

AFFIRMATIVE	NEGATIVE
Councillors:	Councillors:
Madsen	Kunzelmann
Milligan	
Harding	
Doyle	
Jonic	

The motion was put and carried.

# 6. ACQUISITION OF EASEMENT FOR INF04088 HAYNE STREET DRAINAGE PROJECT

This is a report concerning the acquisition of an easement for drainage purposes over land owned by the State of Queensland (the "State") located at 7A Hayne Street, Woodend, described as Lot 10 on RP818248.

"The attachment/s to this report are confidential in accordance with section 254J(3)(h) of the *Local Government Regulation 2012.*"

#### **RECOMMENDATION**

Moved by Councillor Marnie Doyle: Seconded by Mayor Teresa Harding:

That pursuant to section 362 of the *Land Act 1994,* Council accept the State's offer to approve an easement over the Hayne Street Reserve ("Reserve") located at 7A Hayne Street, Woodend, described as Lot 10 on RP818248.

AFFIRMATIVE	NEGATIVE
Councillors:	Councillors:
Madsen	Nil
Milligan	
Harding	
Doyle	
Kunzelmann	
Jonic	

The motion was put and carried.

# 7. <u>ACQUISITION OF LAND FOR ROAD PURPOSES FOR INF03875 KEANES ROAD</u> <u>ROSEWOOD BRIDGE REPLACEMENT</u>

This is a report concerning the acquisition of land for road purposes for the construction of a new bridge across the Bremer River at Keanes Road, Rosewood.

"The attachment/s to this report are confidential in accordance with section 254J(3)(h) of the *Local Government Regulation 2012.*"

# RECOMMENDATION

Moved by Councillor Marnie Doyle: Seconded by Councillor Russell Milligan:

- A. That Council resolve to purchase or acquire part of land located at 1008-1028 Ipswich-Rosewood Road, Rosewood, described as part of Lot 1 on RP35531 ("the land") (Council file reference 5523), for road purposes.
- B. That in the first instance the method of acquisition will be as a purchase by agreement with the affected persons pursuant to the *Property Law Act 1974*.
- C. That should Council fail to purchase the land by agreement with the affected persons (as outlined in recommendation B above), Council, as a "constructing authority" pursuant to Section 5(1)(b)(i) of the Acquisition of Land Act 1967, will proceed to acquire the subject land.
- D. That Council be kept informed as to the progress and outcome of the acquisition.

AFFIRMATIVE	NEGATIVE
Councillors:	Councillors:
Madsen	Nil
Milligan	
Harding	
Doyle	
Kunzelmann	
Jonic	

The motion was put and carried.

Deputy Mayor Nicole Jonic left the meeting at 10.36 am due to a previously declared interest in Item 8.

# MOVE INTO CLOSED SESSION

It was moved by Councillor Jacob Madsen that in accordance with section 254J(3)(g) of the *Local Government Regulation 2012*, the meeting move into closed session to discuss Item 8 titled Procurement: Contract 17692 Organic Waste Management Services.

AFFIRMATIVE	NEGATIVE
Councillors:	Councillors:
Madsen	Nil
Milligan	
Harding	
Doyle	
Kunzelmann	

All councillors except Deputy Mayor Nicole Jonic were present when the vote was taken.

The meeting moved into closed session at 10.37 am.

#### MOVE INTO OPEN SESSION

It was moved by Councillor Jacob Madsen that the meeting move into open session.

The meeting moved into open session at 11.10 am.

# 8. PROCUREMENT: CONTRACT 17692 ORGANIC WASTE MANAGEMENT SERVICES

This is a report concerning the Recommendation to Award to tender #17692 for the provision of Organic Waste Management Services and to seek Council's approval to enter into a contract with the supplier outlined below:

1. NuGrow Ipswich Pty Ltd (ACN: 124 571 875)

The expenditure for the provision of Organic Waste Management Services is estimated at 4,459,598.00 (excluding GST) for the total contract period of two (2) years and three (3) months including the options to extend the contract by two (2) x one (1) year periods.

"The attachment/s to this report are confidential in accordance with section 254J(3)(g) of the *Local Government Regulation 2012.*"

#### RECOMMENDATION

Moved by Councillor Marnie Doyle: Seconded by Councillor Kate Kunzelmann:

 A. That pursuant to Section 228 of the Local Government Regulation 2012 (Regulation), Council award Tender No. #17692 for the provision of Organic Waste Management Services to NuGrow Ipswich Pty Ltd (Supplier).

- B. That Council enter into a contractual arrangement with the Supplier at an approximate purchase price of \$4,459,598.00 (excluding GST) over the entire term, being an initial term of two (2) years and three (3) months, with options for extension at the discretion of Council (as purchaser), of an additional two (2) X one (1) year terms.
- C. That pursuant to Section 257(1)(b) of the *Local Government Act 2009*, Council resolves to delegate to the Chief Executive Officer the power to take *"contractual action"* pursuant to section 238 of the Regulation, in order to implement Council's decision.

AFFIRMATIVE	NEGATIVE
Councillors:	Councillors:
Madsen	Nil
Milligan	
Harding	
Doyle	
Kunzelmann	

All Councillors except Deputy Mayor Nicole Jonic were present when the vote was taken.

The motion was put and carried.

Deputy Mayor Nicole Jonic returned to the meeting at 11.27 am.

# 9. <u>PROCUREMENT: TCP - 18178 GEOGRAPHIC INFORMATION SYSTEM (GIS)</u> ENTERPRISE SPATIAL SOLUTION

This is a report seeking a Council resolution regarding the procurement of a Geographic Information System (GIS) Enterprise Spatial Solution (the system), without first inviting written quotes or tenders.

Section 230(1) of the *Local Government Regulation 2012* (Regulation) allows a local government to enter into medium and large contractual agreements, through the preparation and adoption of a Tender Consideration Plan.

A Tender Consideration Plan has been prepared, setting out the background to this matter, the options considered, market and supplier capability analysis, risk analysis and the preferred option recommended to the Council.

Council seeks approval to negotiate directly with the selected vendor on price and service outcome. Confidential information has been included in the Tender Consideration Plan (Attachment 1) regarding the market analysis and alternate options considered, and Council's budgetary considerations. For these reasons, it is recommended that Attachment 1 remain confidential, as it would inform the supplier of the budgetary amount available to Council and would impact on those negotiations and would also disclose confidential information provided by other parties consulted.

This report recommends that Council resolve to adopt the Tender Consideration Plan for the acquisition, implementation, and ongoing licencing, support, maintenance, upgrade and other related ancillary items of the system, and enter into a contract with Esri Australia Pty Ltd (ESRI) for a period consisting of an implementation period, plus an initial term of three (3) years subsequent to Council's acceptance of the implementation delivery, and a further five (5) x one (1) year extension options (Implementation+3+1+1+1+1+1) for the estimated value as set out in confidential Attachment 1 if all extension options of the proposed contractual arrangement are exercised.

"The attachment/s to this report are confidential in accordance with section 254J(3)(g) of the *Local Government Regulation 2012.*"

# RECOMMENDATION

- A. That pursuant to Section 230(1)(a) of the Local Government Regulation 2012 (Regulation), Council resolve to prepare Tender Consideration Plan number 18178 for the provision of a Geographic Information System (GIS) Enterprise Spatial Solution (including acquisition, implementation, and ongoing licencing, support, maintenance, upgrade and other related ancillary items).
- B. That pursuant to Section 230(1)(b) of the Local Government Regulation 2012 (Regulation), Council resolve to adopt Tender Consideration Plan number 18178 that was prepared for the provision of a Geographic Information System (GIS) Enterprise Spatial Solution (including acquisition, implementation, and ongoing licencing, support, maintenance, upgrade and other related ancillary items) as detailed in the report by the Contracts Officer ICT dated 21 January 2022.
- C. That in accordance with the Tender Consideration Plan, Council enter into a contractual arrangement with Esri Australia Pty Ltd for the approximate value as set out in confidential Attachment 1 over the entire term, being a total term consisting of an Implementation period, plus an initial term of three (3) years, with options for extension at the discretion of Council (as purchaser), of an additional five (5) X one (1) year terms.
- D. That pursuant to Section 257(1)(b) of the *Local Government Act 2009*, Council resolve to delegate to the Chief Executive Officer the power to take "*contractual action*" pursuant to section 238 of the Regulation, in order to implement Council's decision.

Council's Manager of Procurement requested the committee consider removing Recommendations C and D and that these recommendations be brought back to Committee/Council once a contract and contract amount has been agreed.

# **RECOMMENDATION**

Moved by Mayor Teresa Harding: Seconded by Councillor Marnie Doyle:

- A. That pursuant to Section 230(1)(a) of the *Local Government Regulation 2012* (Regulation), Council resolve to prepare Tender Consideration Plan number 18178 for the provision of a Geographic Information System (GIS) Enterprise Spatial Solution (including acquisition, implementation, and ongoing licencing, support, maintenance, upgrade and other related ancillary items).
- B. That pursuant to Section 230(1)(b) of the *Local Government Regulation 2012* (Regulation), Council resolve to adopt Tender Consideration Plan number 18178 that was prepared for the provision of a Geographic Information System (GIS) Enterprise Spatial Solution (including acquisition, implementation, and ongoing licencing, support, maintenance, upgrade and other related ancillary items) as detailed in the report by the Contracts Officer ICT dated 21 January 2022.

AFFIRMATIVE	NEGATIVE
Councillors:	Councillors:
Madsen	Nil
Milligan	
Harding	
Doyle	
Kunzelmann	
Jonic	

The motion was put and carried.

# 10. PROCUREMENT: INTERGRAPH (HEXAGON) SPATIAL SOFTWARE MAINTENANCE

This is a report seeking a resolution by Council to continue the annual software maintenance renewal for the Intergraph Corporation Pty Ltd T/A Hexagon Geospatial APOLLO and IMAGINE products that are operationally utilised as part of Council's existing spatial services.

This matter is required as officers seek Council resolution that the exception under section 235(a) of the *Local Government Regulation 2012* applies to the continuation of support and maintenance for the operationally necessary products required. The proprietary nature of the incumbent supplier's products means that there is only one supplier who is reasonably available to provide the support and maintenance for the products. Further, due to the pending acquisition and implementation of an enterprise spatial solution by Council, it is more costly and disadvantageous to Council to tender for other software products when delivery of the enterprise spatial project will provide a final solution. A resolution of Council is sought to approve the continuation of the maintenance renewals for the software products with Intergraph Corporation Pty Ltd T/A Hexagon Geospatial on a yearly or shorter basis as required for up to three (3) years for the period commencing 1 April 2022 and ending 31 March 2025. This is an estimated total cost of approximately sixty-five thousand dollars (\$65,000.00) excluding GST for the full three (3) year period.

# RECOMMENDATION

Moved by Mayor Teresa Harding: Seconded by Councillor Kate Kunzelmann:

- A. That pursuant to Section 235(a) of the *Local Government Regulation 2012* (Regulation), Council resolve that the exception applies as it is satisfied that there is only one supplier who is reasonably available for the provision of the support and maintenance of the software products.
- B. That Council enter into a contractual arrangement with Intergraph Corporation Pty Ltd T/A Hexagon Geospatial on a yearly or shorter basis as required for up to the next three (3) years at an approximate purchase price of \$65,000.00 excluding GST over the three (3) year period.

AFFIRMATIVE	NEGATIVE
Councillors:	Councillors:
Madsen	Nil
Milligan	
Harding	
Doyle	
Kunzelmann	
Jonic	

The motion was put and carried.

# MOVE INTO CLOSED SESSION

It was moved by Deputy Mayor Nicole Jonic that in accordance with section 254J(3)(g) of the *Local Government Regulation 2012*, the meeting move into closed session to discuss Item 11 titled Procurement – Robelle Domain Parklands Facility Lease.

AFFIRMATIVE	NEGATIVE
Councillors:	Councillors:
Madsen	Nil
Milligan	
Harding	
Doyle	
Kunzelmann	

Jonic

The motion was put and carried.

The meeting moved into closed session at 11.34 am.

# MOVE INTO OPEN SESSION

It was moved by Councillor Jacob Madsen that the meeting move into open session.

The meeting moved into open session at 11.41 am.

#### 11. PROCUREMENT - ROBELLE DOMAIN PARKLANDS FACILITY LEASE

This is a report concerning a proposed Expression of Interest (EOI) for the procurement of a suitable commercial or community operator to lease and activate the facility within the Robelle Domain Parklands at 155 Southern Cross Circuit, Springfield Central more particularly described as Lot 762 of SP221160.

"The attachment/s to this report are confidential in accordance with section 254J(3)(g) of the *Local Government Regulation 2012.*"

#### RECOMMENDATION

- A. That pursuant to Section 228(3)(a) of the Local Government Regulation 2012 (Regulation), Council resolve that it would be in the public interest to invite expressions of interest before inviting written tenders for the disposal of interest in land (lease) at 155 Southern Cross Circuit, Springfield Central more particularly described as part of Lot 762 and Plan SP221160 (Council file reference number 17859).
- B. That pursuant to Section 228(3)(b) of the Regulation, Council's reasons for making such resolution are that:
  - (i) it will allow Council to canvas the market for information to guide the best use of the facility;
  - (ii) it will allow Council to identify operators with serious interest and ability, without putting all parties to the expense of submitting full tender responses at this early stage of the project;
  - (iii) it will save Council the expense of running a request for tender and evaluating it at this early stage of the project.

#### RECOMMENDATION

Moved by Councillor Jacob Madsen:

Seconded by Deputy Mayor Nicole Jonic:

# That this report be referred to the Council Ordinary Meeting on 24 February for further deliberation by councillors.

AFFIRMATIVE	NEGATIVE
Councillors:	Councillors:
Madsen	Nil
Milligan	
Harding	
Doyle	
Kunzelmann	
Jonic	

The motion was put and carried.

# **NOTICES OF MOTION**

Nil

# MATTERS ARISING

Nil

# **PROCEDURAL MOTIONS AND FORMAL MATTERS**

The meeting commenced at 9.39 am.

The meeting closed at 11.44 am.

# COMMUNITY, CULTURE, ARTS AND SPORT COMMITTEE NO. 2022(01)

## 10 FEBRUARY 2022

REPORT OF THE COMMUNITY, CULTURE, ARTS AND SPORT COMMITTEE FOR THE COUNCIL

<u>COUNCILLORS' ATTENDANCE:</u> Councillor Andrew Fechner (Chairperson); Councillors Kate Kunzelmann, Mayor Teresa Harding, Jacob Madsen, Deputy Mayor Nicole Jonic and Marnie Doyle (Observer)

COUNCILLOR'S APOLOGIES: Nil

OFFICERS' ATTENDANCE:Chief Executive Officer (Sonia Cooper), General Manager<br/>Community, Cultural and Economic Development (Ben<br/>Pole), Acting General Manager Corporate Services (Jeff<br/>Keech), General Manager Infrastructure and<br/>Environment (Sean Madigan), Senior Policy and<br/>Communications Officer (David Shaw), Chief of Staff –<br/>Office of the Mayor (Melissa Fitzgerald), Team Lead<br/>(Open Space and Facilities)(Mark Bastin), Senior<br/>Planning Officer (Open Space Recreation)(Andrea<br/>Moser-Rienecker), Manager Infrastructure Strategy<br/>(Tony Dileo), Acting Environment and Sustainability<br/>Manager (David McAlister) and Theatre Technician<br/>(Harrison Cate)

# OTHER ATTENDANCE: Pro-Av Representative (Brad Hebbard)

#### WELCOME TO COUNTRY/ACKNOWLEDGEMENT OF COUNTRY

Councillor Andrew Fechner (Chairperson) invited Councillor Kate Kunzelmann to deliver the Acknowledgement of Country.

# **DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA**

Nil

# **BUSINESS OUTSTANDING**

Nil

# **CONFIRMATION OF MINUTES**

# 1. <u>CONFIRMATION OF MINUTES OF THE COMMUNITY, CULTURE, ARTS AND SPORT</u> <u>COMMITTEE NO. 2021(11) OF 1 DECEMBER 2021</u>

#### RECOMMENDATION

Moved by Councillor Kate Kunzelmann: Seconded by Mayor Teresa Harding:

# That the minutes of the Community, Culture, Arts and Sport Committee held on 1 December 2021 be confirmed.

AFFIRMATIVE NEGATIVE Councillors: Councillors: Fechner Nil Kunzelmann Harding Madsen Jonic

The motion was put and carried.

# **OFFICERS' REPORTS**

# 2. QUARTERLY EVENT SPONSORSHIP AND TICKET ALLOCATION REPORT

This is a report concerning event sponsorship approved in the period 1 October to 31 December 2021 which is required under the Event Sponsorship Policy.

#### **RECOMMENDATION**

Moved by Councillor Andrew Fechner: Seconded by Councillor Kate Kunzelmann:

# A. That Council note the following event sponsorship was approved during the 1 October to 31 December 2021 period:

- Category 2 Event Sponsorship of \$24,721 ex GST and marketing in-kind support up to \$5,000 in value as well as Venue Hire of \$350 standard ground permit at the North Ipswich Reserve to the Brisbane Roar Football Club for the 2021 A-league friendly football match between Brisbane Roar and Adelaide United Football Clubs.
- B. That Council note there were no event sponsorship ticket allocations made.

AFFIRMATIVE NEGATIVE Councillors: Councillors: Fechner Nil Kunzelmann Harding Madsen Jonic

The motion was put and carried.

#### 3. RECREATIONAL CYCLING AND WALKING ACTION PLAN

This is a report concerning the development of the Recreational Cycling and Walking Action Plan (RCWAP), a key deliverable of the Active Ipswich Strategy.

## RECOMMENDATION

Moved by Councillor Andrew Fechner: Seconded by Mayor Teresa Harding:

That Council adopt the *Recreational Cycling and Walking Action Plan*, as detailed in Attachment 1.

AFFIRMATIVE	NEGATIVE
Councillors:	Councillors:
Fechner	Nil
Kunzelmann	
Harding	
Madsen	
Jonic	

The motion was put and carried.

# NOTICES OF MOTION

Nil

# **MATTERS ARISING**

Nil

# **PROCEDURAL MOTIONS AND FORMAL MATTERS**

The meeting commenced at 12.33 pm.

The meeting closed at 12.45 pm.

# ECONOMIC AND INDUSTRY DEVELOPMENT COMMITTEE NO. 2022(01)

## 10 FEBRUARY 2022

REPORT OF THE ECONOMIC AND INDUSTRY DEVELOPMENT COMMITTEE FOR THE COUNCIL

<u>COUNCILLORS' ATTENDANCE:</u> Deputy Mayor Nicole Jonic (Chairperson); Councillors Jacob Madsen, Mayor Teresa Harding, Kate Kunzelmann, Andrew Fechner and Marnie Doyle (Observer)

Nil

COUNCILLOR'S APOLOGIES:

- OFFICERS' ATTENANCE:Chief Executive Officer (Sonia Cooper), General<br/>Manager Infrastructure and Environment (Sean<br/>Madigan), Acting General Manager Corporate Services<br/>(Jeff Keech), General Manager Community, Cultural and<br/>Economic Development (Ben Pole), Chief of Staff –<br/>Office of the Mayor (Melissa Fitzgerald), Senior Policy<br/>and Communications Officer (David Shaw), Senior<br/>Digital Media and Content Officer (Jodie Richter),<br/>Manager, Economic and Community Development (Cat<br/>Matson), Acting Environment and Sustainability<br/>Manager (David McAlister) and Theatre Technician<br/>(Harrison Cate)
- OTHER ATTENDANCE: Pro-Av Representative (Brad Hebbard)

#### WELCOME TO COUNTRY/ACKNOWLEDGEMENT OF COUNTRY

Deputy Mayor Nicole Jonic (Chairperson) invited Councillor Jacob Madsen to deliver the Acknowledgement of Country.

#### **DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA**

Nil

# **BUSINESS OUTSTANDING**

Nil

# **CONFIRMATION OF MINUTES**

# 1. <u>CONFIRMATION OF MINUTES OF THE ECONOMIC AND INDUSTRY DEVELOPMENT</u> COMMITTEE NO. 2021(11) OF 1 DECEMBER 2021

#### RECOMMENDATION

Moved by Councillor Andrew Fechner: Seconded by Councillor Kate Kunzelmann:

# That the minutes of the Economic and Industry Development Committee held on 1 December 2021 be confirmed.

AFFIRMATIVE NEGATIVE Councillors: Councillors: Madsen Nil Harding Kunzelmann Fechner Jonic

The motion was put and carried.

# **OFFICER'S REPORTS**

Nil

## **NOTICES OF MOTION**

Nil

### **MATTERS ARISING**

Deputy Mayor Nicole Jonic (Chairperson) provided the committee with a verbal update on the positive progress of the Business Resilience and Growth Program that opened on 1 February 2022.

# PROCEDURAL MOTIONS AND FORMAL MATTERS

The meeting commenced at 12.55 pm.

The meeting closed at 12.59 pm.

# **ENVIRONMENT AND SUSTAINABILITY COMMITTEE NO. 2022(01)**

### 10 FEBRUARY 2022

REPORT OF THE ENVIRONMENT AND SUSTAINABILITY COMMITTEE FOR THE COUNCIL

<u>COUNCILLORS' ATTENDANCE:</u>	Councillor Russell Milligan (Chairperson); Councillors Andrew Fechner, Mayor Teresa Harding, Jacob Madsen, Kate Kunzelmann and Marnie Doyle (Observer)
COUNCILLOR'S APOLOGIES:	Nil
<u>OFFICERS' ATTENDANCE:</u>	Chief Executive Officer (Sonia Cooper), Acting General Manager Corporate Services (Jeff Keech), General Manager Infrastructure and Environment (Sean Madigan), Acting Environment and Sustainability Manager (David McAlister), Chief of Staff – Office of the Mayor (Melissa Fitzgerald), Senior Policy and Communications Officer (David Shaw), Natural Environment and Land Manager (Phil A Smith), Senior Digital Media and Content Officer (Jodie Richter), Chair – Retail Sub-Project Sub Committee (James Hepburn), Theatre Technician (Harrison Cate)

### OTHER ATTENDANCE: Pro-Av Representative (Brad Hebbard)

### WELCOME TO COUNTRY/ACKNOWLEDGEMENT OF COUNTRY

Councillor Russell Milligan (Chairperson) delivered the Acknowledgement of Country.

# **DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA**

Nil

# **BUSINESS OUTSTANDING**

Nil

# **CONFIRMATION OF MINUTES**

# 1. <u>CONFIRMATION OF MINUTES OF THE ENVIRONMENT AND SUSTAINABILITY</u> <u>COMMITTEE NO. 2021(11) OF 1 DECEMBER 2021</u>

### RECOMMENDATION

Moved by Councillor Andrew Fechner:

Seconded by Mayor Teresa Harding:

# That the minutes of the Environment and Sustainability Committee held on 1 December 2021 be confirmed.

AFFIRMATIVE Councillors: Milligan Fechner Harding Madsen Kunzelmann NEGATIVE Councillors: Nil

The motion was put and carried.

# **OFFICERS' REPORTS**

# 2. AGGRESSIVE NATIVE BIRD PROGRAM UPDATE

This is a report providing an update on Council's Aggressive Native Bird Program. The program experienced high volumes of requests in 2021 and the successful delivery of the program resulted in positive community safety outcomes by means of education and awareness communications, and the relocation of aggressive birds in sensitive and vulnerable locations.

### RECOMMENDATION

Moved by Councillor Andrew Fechner: Seconded by Mayor Teresa Harding:

# That the report be received and the contents noted.

AFFIRMATIVE	NEGATIVE
Councillors:	Councillors:
Milligan	Nil
Fechner	
Harding	
Madsen	
Kunzelmann	

The motion was put and carried.

# 3. UPDATES TO THE IPSWICH ENVIROPLAN PROGRAM AND LEVY POLICY

This is a report concerning recommendation 4 from the Environment Conservation Strategies and Compliance Audit (A2021-10) that 'Enviroplan policy be amended to the extent that it is clear that the Enviroplan funds are accounted within Council's general ledger through accounts that are specifically identified for the Enviroplan'.

In order to action this recommendation, alternative wording is presented below which more accurately reflects the practice whilst trying to maintain the intent of the statements purpose. In this regard the following change is proposed.

'All revenue raised through the levy is accounted for separately from Council's general revenue and is not at any time available for expenditure as general revenue.'

is updated to:

'All revenue raised through the levy is placed into Council's general revenue and is accounted for in a clear and transparent way to ensure it is used for Enviroplan project and program spending only.'

And

- All revenue collected including any revenue raised through approved levy business activities is held and accounted for separately from Council's general revenue.
- Levy revenue should not be available at any time for expenditure as general revenue.

is updated to;

- All revenue collected including any revenue raised through approved environment levy business activities is held in Councils general revenue but accounted for separately.
- Levy revenue should not be available at any time for expenditure on items which fall outside the purpose, principles and intent of this policy.

## RECOMMENDATION

Moved by Mayor Teresa Harding: Seconded by Councillor Andrew Fechner:

A. That the current policy titled "Ipswich Enviroplan Program and Levy Policy" as outlined in Attachment 1 be repealed.

# B. That the draft policy titled "Ipswich Enviroplan Program and Levy Policy" as outlined in Attachment 3, be adopted.

AFFIRMATIVE NEGATIVE Councillors: Councillors: Milligan Nil Fechner Harding Madsen Kunzelmann

The motion was put and carried.

# 4. IPSWICH INTEGRATED CATCHMENT PLAN

This is a report concerning the Ipswich Integrated Catchment Plan (IICP). The IICP is the culmination of over 2.5 years of work across multiple departments and is the most detailed and comprehensive flood study ever undertaken by council. The Plan is intended to ensure the Ipswich community is ready, informed, and resilient ahead of the next flood event.

The IICP attempts to look at flooding and flood risk through the lens of Council's roles within catchment management and community impacts. The outcome of the plan is in depth and detailed technical evidence report supporting six chapters of work across: land use and planning; physical mitigation; community awareness and resilience; emergency management; property specific actions; current and future flood risk. Each chapter is connected and yet each is focused on addressing a different aspect of floodplain management.

It is presently a national exemplar for integrated planning and generating interest from other regional state and industry.

The IICP includes an actions list/investment strategy with 72 recommendations.

The IICP was scoped and began prior to the appointment of the new Council however Councillor and community engagement has been significant and ongoing. Most recently the IICP was presented to Councillors as a Briefing on the 7<sup>th</sup> September. Subsequently further supplementary information was supplied in response to that session.

### **RECOMMENDATION**

Moved by Councillor Andrew Fechner: Seconded by Councillor Kate Kunzelmann:

- A. That Council adopt the Ipswich Integrated Catchment Plan and associated technical report and studies, as the primary strategic local floodplain management plan as recommended by the Queensland Flood Commission of Inquiry and the Brisbane River Strategic Floodplain Management Plan.
- B. That Council develop an implementation and investment plan that identifies current and future funding requirements for the implementation of the Ipswich Integrated Catchment Plan actions and seek to identify funding sources in future operational and capital budgets and/or external grants.
- C. That the Executive Summary be amended to change the wording "The IICP includes an actions list/investment strategy with 72 recommendations." to "The IICP includes an actions list/investment strategy with 68 recommendations."

AFFIRMATIVE	NEGATIVE
Councillors:	Councillors:
Milligan	Nil
Fechner	
Harding	
Madsen	
Kunzelmann	

The motion was put and carried.

# 5. FRANKLIN VALE CREEK CATCHMENT RESTORATION PLAN 2021-2026

This is a report concerning the development of the *Franklin Vale Creek Catchment Restoration Plan 2021-2026* (refer to Attachment 1). The plan was developed by the Australian River Institute/Griffith University in collaboration with Council staff and landholders within the catchment. The purpose of the plan is to guide delivery of future projects as part of the *Franklin Vale Creek Catchment Initiative*. Projects are funded through the Council's Stormwater Quality Offsets Program.

# RECOMMENDATION

Moved by Councillor Jacob Madsen: Seconded by Councillor Andrew Fechner:

- A. That the Franklin Vale Creek Catchment Restoration Plan 2021-2026 be received and noted.
- B. That Council's partnership with the Australian Rivers Institute/Griffith University be perpetuated through the participation and collaboration of student internships and research programs (when required) in association with the Franklin Vale Creek Initiative.

AFFIRMATIVE NEGATIVE Councillors: Councillors: Milligan Nil Fechner Harding Madsen Kunzelmann

The motion was put and carried.

# **NOTICES OF MOTION**

Nil

#### **MATTERS ARISING**

Nil

# **PROCEDURAL MOTIONS AND FORMAL MATTERS**

The meeting commenced at 1.10 pm.

The meeting closed at 1.36 pm.

# **IPSWICH CENTRAL REDEVELOPMENT COMMITTEE NO. 2022(01)**

## 10 FEBRUARY 2022

REPORT OF THE IPSWICH CENTRAL REDEVELOPMENT COMMITTEE FOR THE COUNCIL

COUNCILLORS' ATTENDANCE:	Councillor Marnie Doyle (Chairperson); Mayor Teresa Harding, Councillors Kate Kunzelmann, Russell Milligan and Deputy Mayor Nicole Jonic
COUNCILLOR'S APOLOGIES:	Nil
<u>OFFICERS' ATTENDANCE:</u>	Chief Executive Officer (Sonia Cooper), General Manager Infrastructure and Environment (Sean Madigan), Acting General Manager Corporate Services (Jeff Keech), Project Manager (Greg Thomas), Chair Retail Sub-Project Sub Committee (James Hepburn), Communications, Events and Engagement Manager (Karyn Sutton), Senior Policy and Communications Officer (David Shaw), Manager, Economic and Community Development (Cat Matson), Chief of Staff – Office of the Mayor (Melissa Fitzgerald), Senior Digital Media and Content Officer (Jodie Richter) and Theatre Technician (Harrison Cate)
OTHER ATTENDANCE:	Pro-Av Representative (Brad Hebbard)

# WELCOME TO COUNTRY/ACKNOWLEDGEMENT OF COUNTRY

Councillor Marnie Doyle (Chairperson) delivered the Acknowledgement of Country.

# **DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA**

Nil

# **BUSINESS OUTSTANDING**

Nil

# **CONFIRMATION OF MINUTES**

# 1. <u>CONFIRMATION OF MINUTES OF THE IPSWICH CENTRAL REDEVELOPMENT</u> COMMITTEE NO. 2021(11) OF 1 DECEMBER 2021

### RECOMMENDATION

Moved by Councillor Marnie Doyle: Seconded by Councillor Russell Milligan:

# That the minutes of the Ipswich Central Redevelopment Committee held on 1 December 2021 be confirmed.

AFFIRMATIVE NEGATIVE Councillors: Councillors: Doyle Nil Harding Kunzelmann Milligan Jonic

The motion was put and carried.

# 2. <u>CONFIRMATION OF MINUTES OF THE SPECIAL MEETING OF THE IPSWICH</u> <u>CENTRAL REDEVELOPMENT COMMITTEE NO. 2021(12) OF 9 DECEMBER 2021</u>

### RECOMMENDATION

Moved by Councillor Marnie Doyle: Seconded by Councillor Kate Kunzelmann:

# That the minutes of the Special Ipswich Central Redevelopment Committee held on 9 December 2021 be confirmed.

AFFIRMATIVE	NEGATIVE
Councillors:	Councillors:
Doyle	Nil
Harding	
Kunzelmann	
Milligan	
Jonic	

The motion was put and carried.

# **OFFICERS' REPORTS**

# 3. <u>NICHOLAS STREET PRECINCT - COMMUNICATIONS, ENGAGEMENT AND EVENTS</u> <u>REPORT JANUARY 2021</u>

This is a report concerning the communications, engagement and events activity undertaken and planned for the Nicholas Street Precinct in January 2022.

## **RECOMMENDATION**

Moved by Councillor Kate Kunzelmann: Seconded by Mayor Teresa Harding:

# That the Nicholas Street Precinct Communications, Engagement and Events Monthly Report be received and the contents noted.

AFFIRMATIVE	NEGATIVE
Councillors:	Councillors:
Doyle	Nil
Harding	
Kunzelmann	
Milligan	
Jonic	

The motion was put carried.

# 4. <u>NICHOLAS STREET PRECINCT - RETAIL SUB-PROJECT STEERING COMMITTEE</u> JANUARY 2022

This is a report concerning the January 2022 report from the Retail Sub-Project Steering Committee on the status of the leasing program and associated developments with the retail component of the Nicholas St Precinct redevelopment.

### **RECOMMENDATION**

Moved by Councillor Kate Kunzelmann: Seconded by Councillor Russell Milligan:

# That the January 2022 Retail Sub-Project Steering Committee Report be received and the contents noted.

AFFIRMATIVE	NEGATIVE
Councillors:	Councillors:
Doyle	Nil
Harding	

Kunzelmann Milligan Jonic

The motion was put and carried.

# 5. <u>HEALTHY PLACES: IPSWICH CENTRAL PILOT PROJECT</u>

This is a report concerning the Healthy Places: Ipswich Central Pilot Project which is a collaboration between Queensland Health Preventative Health branch, Office of the Queensland Government Architect, West Moreton Hospital and Health Service, Department of Transport and Main Roads and Ipswich City Council.

#### **RECOMMENDATION**

Moved by Councillor Russell Milligan: Seconded by Councillor Kate Kunzelmann:

# That the report be received and the contents noted.

AFFIRMATIVE	NEGATIVE
Councillors:	Councillors:
Doyle	Nil
Harding	
Kunzelmann	
Milligan	
Jonic	

The motion was put and carried.

## **NOTICES OF MOTION**

Nil

## **MATTERS ARISING**

Nil

# PROCEDURAL MOTIONS AND FORMAL MATTERS

The meeting commenced at 1.49 pm.

The meeting closed at 2.04 pm.

Doc ID No: A7883036

ITEM: 16.1

SUBJECT: CEO ORGANISATIONAL PERFORMANCE REPORT FOR JANUARY 2022

AUTHOR: CHIEF EXECUTIVE OFFICER

DATE: 9 FEBRUARY 2022

# **EXECUTIVE SUMMARY**

This report is for the month of January 2022 and represents the commencement of the Quarter 3 period (January-March 2022).

Significant progress continues to be made in the delivery of the Annual Plan for 2021-2022. The Council workforce remains focussed on the delivery of an array of catalyst projects and our core services to the community while continuing to meet our legislative obligations.

The report for this period highlights current significant matters and progress on key performance indicators for the month of January 2022.

## **RECOMMENDATION/S**

That the Chief Executive Officer Organisational Performance Report for January 2022 be received and the contents noted.

### BACKGROUND

# 1. Current Significant Matters

### COVID-19 Response

Council commenced consultation in December with staff for roles that would be impacted by the State Government's directions around vaccination status, for example, a council employee performing their duties and entering a café to consult with the owner. The owner or operator of the business, activity or undertaking must sight evidence of their COVID-19 vaccination. This work is still being progressed with consultation and reviews occurring.

Council, like many other many businesses and organisations, is experiencing a range of impacts arising from the COVID-19 Pandemic. With the spread of Omicron through Ipswich and Queensland and with many people having to isolate, this is impacting on the workforce being able to do their work and is also having a flow on effect to supply chains. Council is providing regular updates on its social media channels where delays may be experienced and seeking understanding during these unprecedented times.

During the month of January, some of the services impacted included:

- Compliance crews having to prioritise urgent requests such as dog attacks and health and safety related issues. Other requests were actioned when possible [this is now back to normal operation]
- The Pound and Animal Welfare League of Queensland were not allowing walk-in access. Visitors could dial-in from the car park to help maintain social distancing [this is now back to normal operation]
- Delays to fleet repairs and supply chain issues meant some waste collection trucks and construction vehicles are not operational. At this stage, disruptions to waste collection and road works are minimal [these impacts are continuing to be experienced]
- Mowing services were reduced as some crews were in isolation, as well as not being able to source mower blades for the full fleet of mowers. During this time, crews prioritised schools, main thoroughfares and significant parks [these services are still impacted by supply chain issues]. A reminder that you can see when your area is next scheduled for mowing services by checking <u>https://maps.ipswich.qld.gov.au/mowing</u>
- The free plant and mobile plant nurseries are now closed until further notice.

In December 2021 council resolved to extend its rates relief arrangements out to 30 June 2022. This extension has been welcomed by those rate payers who were already subject to those arrangements. Council officers are continuing to work with these rate payers to appropriately address their outstanding rates. Since extending these arrangements there have been only a limited number of rate payers that have subsequently identified as being financially impacted by the COVID-19 Pandemic.

# **Council's Kerbside Collection**

Council's kerbside collection began in January 2022 and will run through to June 2022 across the city. The community has responded well to this popular service, with over 5,000 collections to date with good compliance to the guidelines of what can and can't be collected. The guidelines, the collection schedule and videos to assist residents are available on Council's website.

https://www.ipswich.qld.gov.au/live/waste-and-recycling/large-item-kerbside-collection

# 2. Workplace Health and Safety

There was an excellent safety performance across council for January 2022, with the injury and incident rates well below the same time last year and tracking down consistently.

Independent data managed by the Queensland Government shows that Ipswich City Council is the best performing Council in the state for lost time injury performance.

The **Lost Time Injury Frequency Rate (LTIFR)** is 5.85 which is lower than the month of December (6.94). This equates to 5.85 lost time injuries every six (6) months. The state average is 15.68.

**Lost time severity rate** is 29.64\* which is slightly higher than the month of December (28.7). The state average is 37.30 (Total days lost for each LTI).

# 3. Update on Corporate/Operational Plans

The Quarterly Performance Report for October – December 2021 (Quarter 2 period) on the 2021-2022 Operational Plan was endorsed at the 10 February 2022 Governance and Transparency Committee and those minutes are now on this meeting's agenda.

Plans and the last quarterly report are available for public viewing on council's website. The link is:

https://www.ipswich.qld.gov.au/about council/media/corporate publications/operational plan

# 4. Major Key Performance Indicators

# People and Culture

- Council's workforce 'head count' has increased as of 31 December 2021 at 1,440 and is shown with 1,097 full-time (1,079 in November), 135 part-time (131 in November); 122 casual (117 in November); and 86 contingency (78 in November) staff.
- Turnover rate for December 2021 is currently tracking at 14.27% and has remained steady from the month of November (14.24% in November).

# Finance

The financial performance report for January is tabled via a separate report on the Council agenda.

January's financial result has continued the same year to date trend of being ahead of budget. Council's overall year to date (YTD) net result as at the end of January 2022 is above budget, with a net surplus (including capital revenues) of \$62.1 million compared to the YTD budget of \$55.5 million. This result is mainly due to more donated assets revenue received and also increased town planning fees received during the year.

The operating position of Council is ahead of budget with a YTD surplus of \$3.8 million compared to a YTD budget deficit of \$3.5 million. This is primarily a result of increased revenue which has continued ahead of budget by approximately \$5.3 million YTD, due to fees and charges, grant and other revenue. Materials and services expenditure is \$3 million under budget YTD, however it is expected that over the coming months this variance is likely to reduce. The underspend in material and services is partly offset by YTD employee expenses being slightly above budget.

Capital expenditure YTD (including the Nicholas Street Precinct) was \$67.2 million, which is \$23.5 million below budget. Approximately \$13 million in under-expenditure is primarily

related to the timing of the delivery of Nicholas Street redevelopment and there are also timing delays on a landfill rehabilitation project at Whitwood Road.

# Capital Delivery Program 2020-2021

The Infrastructure and Environment Department (IED) is responsible for the constructed and natural assets of the city and manages Council's roads, traffic systems, building, parks, drains and natural areas.

Management of council's environmental and sustainability responsibilities include conservation, waste, stormwater, cultural heritage and emergency events.

At the end of January, the Capital Program delivery remains largely on track with a YTD spend of \$42.13 million against a YTD budget of \$50.98 million. The underspend is predominantly a result of the timing of the landfill rehabilitation works being conducted at the Whitwood Road site and spend in fleet due to COVID-19 supply chain issues.

The Whitwood Road works account for \$5.6 million of the underspend with works commencing mid-February. Spend in fleet YTD is currently at \$3.18 million against a budget of \$5.289. This underspend is a result of delays in the availability of waste trucks and other fleet items.

# 5. Risk and Compliance Update

# Corporate Risk Register

Council's corporate risk register is reported through Council's Audit and Risk Management Committee which is held approximately every quarter (the most recent meeting was held on 16 February 2022). Council's corporate risk register is reviewed and updated every two months at the Executive Leadership Team (ELT) Risk Committee Meeting. The updated corporate risk register will be considered at the ELT Risk Committee meeting held on 22 February 2022.

Council is currently closely monitoring the COVID-19 pandemic response for safety and business continuity risk management.

# Legal Matters

An overview of all current active court proceedings and all significant legal matters that are not the subject of court proceedings is provided at Confidential Attachment 2 to this report.

Matters that are not the subject of court proceedings will be considered significant where:

- they concern subject matter of significant public interest/concern; and/or
- where their outcome may present significant financial value/impact for Council; and/or
- where their outcome may set an important precedent for Council.

Generally significant non-court matters will only be reported where they are the subject of dispute and management of that dispute is being administered by Legal Services (as opposed

to where Legal Services' involvement is ad-hoc or limited to the provision of internal advice), or where they concern a significant project for Council.

The detail reported in respect of each matter listed has been provided with privacy, confidentiality and legal professional privilege (and the requirement to maintain same) in mind.

# 6. Current Consultation Matters

Shape your Ipswich is Ipswich City Council's digital engagement platform where Council uses a range of digital techniques to connect with the community and promote any events associated with the consultation project. <u>https://shapeyouripswich.com.au/</u>

Project Name	Project Lead (Council Department)	Purpose of engagement
Food Organics and Garden Organics (FOGO) Trial	Infrastructure and Environment Department	Feedback and information page for participating residents in Bellbird Park and Raceview for the FOGO trial.
Ipswich Arts Advisory Group	Community, Cultural and Economic Development Department	To seek Expressions of Interest from community to join the Ipswich Arts Advisory Group.
Ipswich Central - CBD Speed Limits	Infrastructure and Environment Department	To seek community feedback on the proposed 40km/h speed limit in the CBD area, as part of the Vulnerable Road User Program.
Tivoli Motorcycle Racing Facility – Motoland	Planning and Regulatory Services Department	To inform the community about the Motoland motorcycle racing facility.
Strengthening Ipswich Communities Plan	Planning and Regulatory Services Department	Seek community sentiment/feedback regarding the needs and aspirations of social infrastructure across the city, for the next 20 years.
Urban Heat	Infrastructure and Environment Department	Consultation on community experiences of the urban heat environment. Partnership with Griffith University and University of the Sunshine Coast.
Swifts Sports Club Proposed Sale	Corporate Services	To keep the community updated on the potential sale of the Swifts Sports Club, and upcoming community consultation opportunities.

Projects currently open on Shape Your Ipswich (January 2022):

# Projects scheduled to open next month (February 2022):

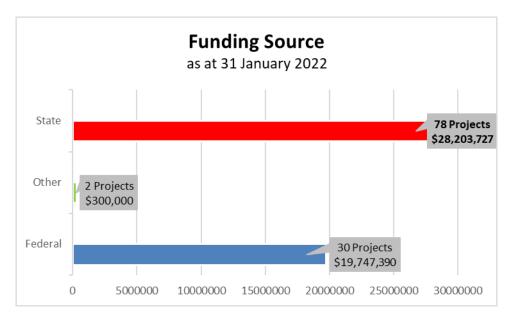
Project Name	Project Lead (Council Department)	Purpose of engagement
Community Panel	Coordination and Performance Department	Council's new community engagement program for future focussed policy, strategy, projects and plans.
Renaming of Paul Pisasale Bridge and Pisasale Drive	Coordination and Performance Department	To seek community suggestions on re-naming options for the Paul Pisasale Bridge and Pisasale Drive.
Ipswich Central – Bottle Alley	Community, Cultural and Economic Development Department	To seek expressions of interest for public artwork to be displayed in Bottle Alley, as part of Ipswich Central's revitalisation.
Richardson Park Playground Upgrade	Infrastructure and Environment Department	To seek community ideas and input for the new playground design and park upgrade.

# Project updates for January – closing the loop:

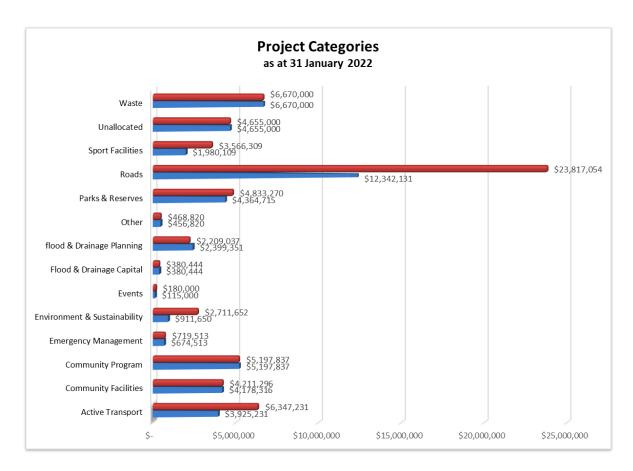
Project Name	Project Lead (Council Department)	Purpose of engagement
Cameron Park Playground Design	Infrastructure and Environment Department	<ul> <li>Page was updated to reflect:</li> <li>Survey closed</li> <li>Summary of feedback and ideas received from community</li> <li>Design details and comprehensive feedback to be provided in next steps</li> </ul>
Aquatic Facilities Action Plan	Infrastructure and Environment Department	<ul> <li>Page was updated to reflect:</li> <li>Summary of feedback received from community</li> <li>80% of respondents supported option to construct a new pool</li> <li>Further updates will be provided as required</li> </ul>
Physical Activity in Ipswich	Community, Cultural and Economic Development Department	<ul> <li>Page was updated to reflect:</li> <li>Survey closed</li> <li>Further updates will be provided as required</li> </ul>

# 7. External Funding

Councils in Queensland may receive funding (Grants) from the Federal and State Governments. Council currently has 110 active grant projects with funding commitments of \$48.2 million.



A summary of the grant revenue portfolio is provided below:



# 8. Council Resolutions

Number of resolutions finalised since last report (18 January 2022): 22

Number of resolutions in progress as at 14 February 2022: 79

# HUMAN RIGHTS IMPLICATIONS

HUMAN RIGHTS IMPACTS
RECEIVE AND NOTE REPORT
The recommendation states that the report he received and the contents noted. The

The recommendation states that the report be received and the contents noted. The decision to receive and note the report does not limit human rights. Therefore, the decision is compatible with human rights.

# ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	Outstanding Actions report as at 14 February 2022 🗓 🖾
2.	CONFIDENTIAL Legal Services Confidential Attachment for CEO Organisation Performance Report for January 2022

IPSWICH CITY COUNCIL ACTIONS REPORT	Printed: Monday, 14 February		
Total actions in progress: 79	2022 8:54:53	BAM	
Total actions completed since last report: 22	Date From:	27/04/2020	
	Date To:	14/02/2022	

# COMMUNITY, CULTURE, ARTS AND SPORT COMMITTEE

# Actions in Progress: 2

Meeting	Department	Item	Title	Expected Completion Date	Status
Community, Culture, Arts and Sport Committee 17/09/2020	Community, Cultural and Economic Development Department	5	Rosewood Community Centre	ТВА	In progress
Community, Culture, Arts and Sport Committee 4/11/2021	Community, Cultural and Economic Development Department	2	Ipswich Arts Advisory Group	ТВА	In progress

# COMMUNITY, CULTURE, ARTS AND SPORT COMMITTEE

# Actions completed: 3

Meeting	Department	Item	Title	Status
Community, Culture, Arts and Sport Committee 2/09/2021	Community, Cultural and Economic Development Department	2	Indigenous Accord 2020 - 2025 Milestone Report	Completed
Community, Culture, Arts and Sport Committee 7/10/2021	Community, Cultural and Economic Development Department	2	Draft Active Ipswich Strategy 2031	Completed
Community, Culture, Arts and Sport Committee 1/12/2021	Community, Cultural and Economic Development Department	3	Change to Rosewood Library Opening Hours	Completed

# COUNCIL

#### Actions in progress: 37

Meeting	Department	Item	Title	Expected Completion Date	Status
Council 28/01/2021	Planning and Regulatory Services Department	15.1	Review of Footpath Dining	31/03/2022	In progress
Council 25/02/2021	Infrastructure and Environment Department	15.5	Naming of Your Places and Spaces - Community Engagement Report	ТВА	In progress
Council 25/03/2021	Coordination and Performance Department	15.4	Memorabilia Items	ТВА	In progress
Council 25/03/2021	Infrastructure and Environment Department	15.1	Naming of Your Places and Spaces - Community Engagement Report	ТВА	In progress
Council 29/04/2021	Coordination and Performance Department	15.1	Appointment of Deputy Mayor until April 2022	1/03/2022	In progress

1

Printed: Monday, 14 February

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## **IPSWICH CITY COUNCIL ACTIONS REPORT**

Total actions in progress: 79

Total	actions	completed	since	last r	enort 22
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Total actions completed	d since last report: 22	Date		4/2020 2/2022	
Meeting	Department	Item	Title	Expected Completion Date	Status
Council 29/04/2021	Corporate Services Department	15.7	Proposed Renewal of Lease over 116 Brisbane Street, Ipswich to Rajesh Sharma	31/03/2022	In progress
Council 27/05/2021	Infrastructure and Environment Department	16.1	Notice of Motion - Emergency Works to Unformed Damaged Roads	ТВА	In progress
Council 24/06/2021	Planning and Regulatory Services Department	16.2	Notice of Motion - Council support for federal funding request by Springfield City Group - Stage 3 Robelle Domain	31/03/2022	In progress
Council 22/07/2021	Community, Cultural and Economic Development Department	16.1	Notice of Motion - Local Offices at Springfield Central Library, Redbank Plains Library and Rosewood Library	ТВА	In progress
Council 22/07/2021	Community, Cultural and Economic Development Department	16.1	Notice of Motion - Local Offices at Springfield Central Library, Redbank Plains Library and Rosewood Library	ТВА	In progress
Council 22/07/2021	Community, Cultural and Economic Development Department	8.1	Hack for Community Impact	ТВА	In progress
Council 22/07/2021	Coordination and Performance Department	16.1	Notice of Motion - Local Offices at Springfield Central Library, Redbank Plains Library and Rosewood Library	28/02/2022	In progress
Council 19/08/2021	Coordination and Performance Department	15.7	Notice of Motion Response - Councillor Local Office Space	28/02/2022	In progress
Council 19/08/2021	Infrastructure and Environment Department	15.1 1	Sub-Regional Waste Alliance - Recycling Modernisation Fund	ТВА	In progress
Council 16/09/2021	Infrastructure and Environment Department		14.5. Committee Report - Environment and Sustainability Committee - 2 September 2021	ТВА	In progress
Council 21/10/2021	Community, Cultural and Economic Development Department	15.5	Event Sponsorship - A- League Friendly Football Match	ТВА	In progress
Council 21/10/2021	Coordination and Performance Department	5	Condolences	ТВА	In progress

# **IPSWICH CITY COUNCIL ACTIONS REPORT**

Total actions in progress: 79

Total actions	completed	since last	report: 22

Printed: Monday, 14 February				
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Date From:	27/04/2020			
Date To:	14/02/2022			

Meeting	Department	Item	Title	Expected Completion Date	Status
Council 18/11/2021	Corporate Services Department	15.7	Procurement: Preferred Supplier Arrangement 17209 - Provision of Resource Recovery and Disposal of Non-Putrescible Waste	ТВА	In progress
Council 18/11/2021	Corporate Services Department	15.8	Procurement: Tender 16829 - Civil Construction Works Redbank Plains Road - Stage 3	ТВА	In progress
Council 18/11/2021	Infrastructure and Environment Department	15.5	Sub Regional Waste Alliance - MRF Budget Allocation	ТВА	In progress
Council 18/11/2021	Infrastructure and Environment Department	15.6	Variation to Waste Transport Services Contract No. 16251 to include additional services for the consolidation and transport of kerbside recycling content	ТВА	In progress
Council 18/11/2021	Infrastructure and Environment Department	16.1	Notice of Motion - Seeking Dedication of White Rock - Spring Mountain Estate as a National Park	28/02/2022	In progress
Council 9/12/2021	Coordination and Performance Department	5	Condolences	ТВА	In progress
Council 9/12/2021	Corporate Services Department	15.2	Procurement: Tender 16830 - Civil Construction Works - Springfield Parkway and Springfield Greenbank Arterial - Stage 1	ТВА	In progress
Council 9/12/2021	Infrastructure and Environment Department	7	Presentation of Petitions	ТВА	In progress
Council 27/01/2022	Community, Cultural and Economic Development Department	16.3	Jane Gorry Park Community Hub (Augustine Heights) hire fees	15/02/2022	In progress
Council 27/01/2022	Coordination and Performance Department	16.2	Media and Corporate Communications Policy	15/02/2022	In progress

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#### **IPSWICH CITY COUNCIL ACTIONS REPORT**

Total actions in progress: 79

Total	actions	completed	since	last report: 22
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Total actions completed	Date		1/2020 2/2022		
Meeting	Department	Item	Title	Expected Completion Date	Status
Council 27/01/2022	Corporate Services Department	16.4	Ripley Priority Development Area Infrastructure Provision - repealing resolution B of Planning, Development and Heritage Committee Report No.1 of 28 November 2017	15/02/2022	In progress
Council 27/01/2022	Corporate Services Department	16.7	Procurement - Rosewood Showgrounds Camping Facility	31/05/2022	In progress
Council 27/01/2022	Corporate Services Department	16.7	Procurement - Rosewood Showgrounds Camping Facility	28/02/2022	In progress
Council 27/01/2022	Infrastructure and Environment Department		Questions on Notice	15/02/2022	In progress
Council 27/01/2022	Infrastructure and Environment Department	14.1	Georgie Conway Leichhardt Community Swim Centre	15/02/2022	In progress
Council 27/01/2022	Infrastructure and Environment Department	14.1. 1	Matter on Notice - Capital Improvement Works - Georgie Conway Leichhardt Community Swim Centre	15/02/2022	In progress
Council 27/01/2022	Infrastructure and Environment Department	16.8	Sub Regional Waste Alliance - Stage 2 Tender Approval	15/02/2022	In progress
Council 27/01/2022	Planning and Regulatory Services Department		Motoland Chuwar	24/02/2022	In progress
Council 27/01/2022	Planning and Regulatory Services Department	16.4	Ripley Priority Development Area Infrastructure Provision - repealing resolution B of Planning, Development and Heritage Committee Report No.1 of 28 November 2017	15/02/2022	In progress
Council 27/01/2022	Planning and Regulatory Services Department	16.5	Development application recommendation - 7942/2018/MAMC/A Change request for a Material Change of Use (Recreation Use – Motorsports) at 102 Champions Way, Willowbank	15/02/2022	In progress

## COUNCIL

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# **IPSWICH CITY COUNCIL ACTIONS REPORT**

Total actions in progress: 79 Total actions completed since last report: 22

#### **Actions completed: 9**

Meeting	Department	Item	Title	Status
Council 25/02/2021	Corporate Services Department	16.1	Notice of Motion - Property Valuations	Completed
Council 29/04/2021	Corporate Services Department	15.7	Proposed Renewal of Lease over 116 Brisbane Street, Ipswich to Rajesh Sharma	Completed
Council 22/07/2021	Infrastructure and Environment Department	15.2	Provisional Projects	Completed
Council 19/08/2021	Infrastructure and Environment Department		Public Participation	Completed
Council 16/09/2021	Infrastructure and Environment Department	15.4	Provisional Projects	Completed
Council 21/10/2021	Infrastructure and Environment Department	15.4	Disaster Management Policy Review	Completed
Council 18/11/2021	Coordination and Performance Department	15.9	Reappointment of Urban Utilities Board Members	Completed
Council 9/12/2021	Coordination and Performance Department	15.4	Terms of Reference review - Standing committees	Completed
Council 27/01/2022	Corporate Services Department	16.6	Procurement - Online Advertising	Completed

# ECONOMIC AND INDUSTRY DEVELOPMENT COMMITTEE Actions in progress: 4

Meeting	Department	Item	Title	Expected Completion Date	Status
Economic and Industry Development Committee 8/07/2021	Community, Cultural and Economic Development Department	2	Small Business Funding Program	ТВА	In progress
Economic and Industry Development Committee 1/12/2021	Community, Cultural and Economic Development Department	2	Regional Development Australia Ipswich & West Moreton Committee Membership	ТВА	In progress
Economic and Industry Development Committee 1/12/2021	Community, Cultural and Economic Development Department	3	Small Business Growth Program	ТВА	In progress
Economic and Industry Development Committee 1/12/2021	Coordination and Performance Department	2	Regional Development Australia Ipswich & West Moreton Committee Membership	ТВА	In progress

# **IPSWICH CITY COUNCIL ACTIONS REPORT**

Total actions in progress: 79

# Printed: Monday, 14 February 2022 8:54:53 Date From: 27/04/2020 Date To: 14/02/2022

Total actions completed since last report: 22

#### **ENVIRONMENT AND SUSTAINABILITY COMMITTEE** Actions in progress: 6

Meeting	Department	ltem	Title	Expected Completion Date	Status
Environment and Sustainability Committee 15/10/2020	Infrastructure and Environment Department	2	Stormwater Quality Offsets Program Capital Works Portfolio Sub Program - List of Projects 2021-2022	30/06/2022	In progress
Environment and Sustainability Committee 11/03/2021	Corporate Services Department	4	Cherish the Environment Foundation	30/06/2022	In progress
Environment and Sustainability Committee 11/03/2021	Infrastructure and Environment Department	3	Assessment of 12-26 Eugene Street Bellbird Park for Enviroplan acquisition	ТВА	In progress
Environment and Sustainability Committee 11/03/2021	Infrastructure and Environment Department	4	Cherish the Environment Foundation	30/03/2022	In progress
Environment and Sustainability Committee 2/09/2021	Infrastructure and Environment Department	2	Traditional Owner Reference Group	ТВА	In progress
Environment and Sustainability Committee 1/12/2021	Infrastructure and Environment Department	2	Sustainability Strategy	ТВА	In progress

# ENVIRONMENT AND SUSTAINABILITY COMMITTEE

Actions completed: 1

Meeting	Department	Item	Title	Status
Environment and	Infrastructure and	3	Review and Update of the Local Disaster	Completed
Sustainability	Environment Department		Management Sub Plan - Public Information	
Committee 7/10/2021			and Warnings	

# **IPSWICH CITY COUNCIL ACTIONS REPORT**

Total actions in progress: 79 Total actions completed since last report: 22

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# GOVERNANCE AND TRANSPARENCY COMMITTEE

# Actions in progress: 13

Meeting	Department	Item	Title	Expected Completion Date	Status
Governance and Transparency Committee 15/10/2020	Corporate Services Department	1	Acquisition of Leasehold Land - Champions Way Truncation	1/06/2022	In progress
Governance and Transparency Committee 11/02/2021	Corporate Services Department	4	Acquisition of Land for INF02414 Road Purposes Redbank Plains Road Stage 3	1/06/2022	In progress
Governance and Transparency Committee 11/02/2021	Corporate Services Department	5	Acquisition of Land and Drainage Easement for INF03206 Mary and William Streets Blackstone Traffic Signalisation Project	1/06/2022	In progress
Governance and Transparency Committee 11/02/2021	Corporate Services Department	6	Acquisition of Drainage Easements for INF04089 Local Drainage Rehabilitaion Project Pryde and Hume Street, Woodend	1/09/2022	In progress
Governance and Transparency Committee 10/06/2021	Corporate Services Department	5	New Trustee Lease over Reserve for Recreation Purposes to Australian Crawl (Goodna) Pty Ltd over 256 Brisbane Road, Bundamba	ТВА	In progress
Governance and Transparency Committee 7/10/2021	Corporate Services Department	2	Trustee Lease Renewal to Axicom Pty Ltd over 22 Chelmsford Avenue, Ipswich	31/03/2022	In progress
Governance and Transparency Committee 4/11/2021	Coordination and Performance Department	5	Community Panels	ТВА	In progress
Governance and Transparency Committee 4/11/2021	Coordination and Performance Department	6	Council, Committee Meetings and Briefings/Workshop dates for 2022 and January 2023	28/02/2022	In progress
Governance and Transparency Committee 4/11/2021	Coordination and Performance Department	7	Drug and Alcohol (Councillors) Policy	28/02/2022	In progress
Governance and Transparency Committee 4/11/2021	Infrastructure and Environment Department	3.1	Matter on Notice - Operating Hours of the Georgie Conway Leichhardt Swim Centre	ТВА	In progress
Governance and Transparency Committee 4/11/2021	Planning and Regulatory Services Department	5	Community Panels	10/02/2022	In progress
Governance and Transparency Committee 1/12/2021	Corporate Services Department	5	Acquisition of Land for Drainage Purposes for INF03780 Alice and Short St KC Project	31/03/2022	In progress

IPSWICH CITY COUNCIL ACTIONS REPORT Total actions in progress: 79 Total actions completed since last report: 22			202 Date		February 4/2020 2/2022
Meeting	Department	Item	Title	Expected Completion Date	Status
Governance and Transparency Committee 1/12/2021	Corporate Services Department	6	Rates relief in response to the COVID-19 pandemic	ТВА	In progress

### **GOVERNANCE AND TRANSPARENCY COMMITTEE**

#### Actions completed: 3

Meeting	Department	Item	Title	Status
Governance and	Corporate Services	2	New Trustee Lease over Reserve for Recreation	Completed
Transparency	Department		Purposes to Rosewood RSL Sub Branch Inc. over 1	
Committee 2/09/2021			Mill Street, Rosewood	
Governance and	Corporate Services	3	New Trustee Lease over Reserve for Recreation	Completed
Transparency	Department		Purposes - Australian Crawl (Goodna) Pty Ltd -	
Committee 4/11/2021			19A Toongarra Road Leichhardt	
Governance and	Planning and	5		Completed
Transparency	<b>Regulatory Services</b>		Community Panels	
Committee 4/11/2021	Department			

# GROWTH, INFRASTRUCTURE AND WASTE COMMITTEE

# Actions in progress: 14

Meeting	Department	ltem	Title	Expected Completion Date	Status
Growth Infrastructure and Waste Committee 12/11/2020	Infrastructure and Environment Department	7	Notice of Motion - Load Limits placed on heavy-traffic bridges	ТВА	In progress
Growth Infrastructure and Waste Committee 11/03/2021	Corporate Services Department	4	Acquisition of Land for Road Purposes - Springfield Parkway Shared Path Upgrade Project	1/03/2022	In progress
Growth Infrastructure and Waste Committee 15/04/2021	Infrastructure and Environment Department	5	Notice of Motion Response - Riding the Revolution Report	25/02/2022	In progress
Growth Infrastructure and Waste Committee 10/06/2021	Corporate Services Department	13	Amendment to Acquisition of INF02725 Drainage Easement for Local Drainage Rehabilitation at Arthur Summervilles Road, Karalee	30/06/2022	In progress
Growth Infrastructure and Waste Committee 5/08/2021	Corporate Services Department	2	Disposal of Subterranean Land Located at Lots 21 and 22 Ipswich-Rosewood Road, Amberley	30/04/2022	In progress
Growth Infrastructure and Waste Committee 2/09/2021	Corporate Services Department	5	Acquisition of Land for INF03144 Eastern Ipswich Bikeway Link	31/03/2022	In progress

#### **IPSWICH CITY COUNCIL ACTIONS REPORT**

Item

Total actions in progress: 79

Total actions completed since last report: 22

Department

2022	8:54:53 From:	AM 27/04	<b>February</b> 4/2020 2/2022
	Expecte Comple Date	d tion	Status

Meeting			Title	Completion Date	
Growth Infrastructure and Waste Committee 2/09/2021	Corporate Services Department	6	Acquisition of Drainage Easement - INF04082 - 97 Moores Pocket Road, Moores Pocket	30/06/2022	In progress
Growth Infrastructure and Waste Committee 7/10/2021	Corporate Services Department	2	Procurement: Delegation to CEO to enter into contract for supply of electricity for large contestable sites	ТВА	In progress
Growth Infrastructure and Waste Committee 7/10/2021	Infrastructure and Environment Department	3	Proposed Disposal of Council Asset: 'Marburg Sulky'	28/02/2022	In progress
Growth Infrastructure and Waste Committee 4/11/2021	Corporate Services Department	4	Cameron Park - Swifts Leagues Club	30/06/2022	In progress
Growth Infrastructure and Waste Committee 4/11/2021	Corporate Services Department	5	Acquisition of Drainage Easement INF04249 - 11 Panton Street, Woodend	1/07/2022	In progress
Growth Infrastructure and Waste Committee 4/11/2021	Corporate Services Department	6	Acquisition of Drainage Easement INF04251 - 50 Blackall Street, East Ipswich	1/07/2022	In progress
Growth Infrastructure and Waste Committee 4/11/2021	Infrastructure and Environment Department	2	E-Scooters in Ipswich	30/03/2023	In progress
Growth Infrastructure and Waste Committee 4/11/2021	Planning and Regulatory Services Department	13	Notice of Motion - Assistance for Agritourism Industry in Ipswich	21/02/2022	In progress

# **GROWTH, INFRASTRUCTURE AND WASTE COMMITTEE**

#### Actions completed: 3

Meeting	Department	Item	Title	Status
Growth Infrastructure and Waste Committee 15/04/2021	Corporate Services Department	3	Acquisition of Volumetric Title from Springfield Anglican College - (Lot 1 SP151191)	Completed
Growth Infrastructure and Waste Committee 7/10/2021	Corporate Services Department	3	Proposed Disposal of Council Asset: 'Marburg Sulky'	Completed
Growth Infrastructure and Waste Committee 4/11/2021	Infrastructure and Environment Department	3.1	MATTER ON NOTICE - STATUS OF TREES - ROUNDABOUT AT TOURNAMENT DRIVE/AUGUST PARKWAY	Completed

IPSWICH CITY COUNCIL ACTIONS	REPORT
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Total actions in progress: 79

# Printed: Monday, 14 February 2022 8:54:53 Date From: 27/04/2020 Date To: 14/02/2022

# Total actions completed since last report: 22

# **IPSWICH CENTRAL REDEVELOPMENT COMMITTEE** Actions in progress: 3

Meeting	Department	Item	Title	Expected Completion Date	Status
Ipswich Central Redevelopment Committee 1/12/2021	Community, Cultural and Economic Development Department	3.1	Matter Taken on Notice - Bottle Alley Submission	ТВА	In progress
Ipswich Central Redevelopment Committee 9/12/2021	Coordination and Performance Department	1	Nicholas Street Precinct - Approval of an Agreement for Lease for Metro B Tenancy 2BK1	ТВА	In progress
Ipswich Central Redevelopment Committee 9/12/2021	Corporate Services Department	2	Procurement - Nicholas Street Precinct Cinema Operations	28/03/2022	In progress

# **IPSWICH CENTRAL REDEVELOPMENT COMMITTEE**

# Actions completed: 3

Meeting	Department	Item	Title	Status
Ipswich Central Redevelopment Committee 4/11/2021	Community, Cultural and Economic Development Department	2	Ipswich Central Revitalisation - Positioning Framework and Place Plans	Completed
Ipswich Central Redevelopment Committee 4/11/2021	Coordination and Performance Department	4	Nicholas Street Precinct - Retail Sub-Project Steering Committee October 2021	Completed
Ipswich Central Redevelopment Committee 1/12/2021	Corporate Services Department	3	Procurement - Re-Imagining Bottle Alley Expression of Interest	Completed

Doc ID No: A7843299

ITEM: 16.2

SUBJECT: PROCUREMENT: TENDER 16830 - CIVIL CONSTRUCTION WORKS - SPRINGFIELD PARKWAY AND SPRINGFIELD GREENBANK ARTERIAL - STAGE 3

AUTHOR: CATEGORY SPECIALIST

DATE: 14 JANUARY 2022

# EXECUTIVE SUMMARY

This is a report concerning the recommendation to award Tender 16830 Civil Construction Works Greenbank Parkway and Greenbank Arterial – Stage 3 and to seek Council's approval to enter into a contract with the nominated supplier as per confidential attachment 1, to undertake the works.

After undertaking an open tender process, the evaluation panel identified the nominated supplier as the recommended supplier to undertake the works. The supplier has demonstrated extensive experience providing the required services, offering effective methodology which demonstrates a thorough understanding of Council's requirements and has submitted competitive pricing, as outlined in confidential attachment 1.

The supplier office details and the proposed approach for the use of local suppliers promote Council's support of local business and industry and are outlined in attachment 1.

If Council is satisfied with the nominated supplier, the name of the supplier will be included in the Council's resolution at recommendation B.

### RECOMMENDATION

- A. That pursuant to Section 228 of the *Local Government Regulation 2012* (Regulation), Council award Tender No. 16830 for the provision of Civil Construction Works Greenbank Parkway and Greenbank Arterial – Stage 3.
- B. That Council award separable portion 2 with the Supplier for the amount listed in confidential attachment 1.
- C. That pursuant to Section 257(1)(b) of the *Local Government Act 2009*, Council resolve to delegate to the Chief Executive Officer the power to take "*contractual action*" pursuant to section 238 of the Regulation, in order to implement Council's decision.

# **RELATED PARTIES**

A probity advisor was engaged for the procurement, with conflicts-of-interest forms completed and declared (see confidential attachment 1).

# **IFUTURE THEME**

Vibrant and Growing

# PURPOSE OF REPORT/BACKGROUND

Springfield Parkway and Springfield Greenbank Arterial are identified as a principal road and cycle route within iGO, the Ipswich City Council Transport Plan and sections of these roads are currently carrying more than 20,000 vehicles per day. To meet the associated demands that come with this growth Ipswich City Council is undertaking the largest road upgrade in Council's history and completing a major upgrade of these two key roads to take them from two lanes to four lanes.

The Project includes three separate stages and RFT 16830 covered two of these:

- i. <u>Stage 1 INF03218 Separable Portion 1 (SP1)</u>
   Springfield Parkway from Hymba Yumba Indigenous Community Hub to the Centenary Highway and Springfield Greenbank Arterial from the Springfield Parkway to Eden Station drive.
- ii. <u>Stage 3 INF03882 Separable Portion 2 (SP2)</u> Springfield Greenbank Arterial from Eden Station to Sinnathamby Boulevard.

The proposed resultant contract from this procurement activity will be a Construction contract with an approximate duration of 18 months and capital expenditure across financial years 2021-2022 and 2022-2023.

### **LEGAL/POLICY BASIS**

This report and its recommendations are consistent with the following legislative provisions: Local Government Act 2009 Local Government Regulation 2012

### **RISK MANAGEMENT IMPLICATIONS**

A Detailed Express Check (Procurement) corporate score check was undertaken which revealed that there are no adverse and no court or litigation actions recorded against the supplier's officeholders

## HUMAN RIGHTS IMPLICATIONS

HUMAN RIGHTS IMPACTS		
OTHER DECISION		
(a) What is the Act/Decision being made?	The report recommends Council to enter into a Contract with one (1) supplier and delegate to the Chief Executive Officer the power to take contractual action pursuant to section 238 of the Regulation.	
(b) What human rights are affected?	No human rights are affected by this decision. This is because the tenders are all companies (only individuals have human rights). Further, the subject matter of the contract will not impact on the human rights of any third parties.	
(c) How are the human rights limited?	Not applicable	
<ul> <li>(d) Is there a good</li> <li>reason for limiting</li> <li>the relevant rights?</li> <li>Is the limitation fair</li> <li>and reasonable?</li> </ul>	Not applicable	
(e) Conclusion	The decision is consistent with human rights.	

### FINANCIAL/RESOURCE IMPLICATIONS

The cost estimate and spend analysis is outlined in confidential attachment 1.

### COMMUNITY AND OTHER CONSULTATION

The Infrastructure and Environment Department as the relevant contract owner have been consulted and agree with the proposal in this report and have endorsed attachment 1.

# CONCLUSION

It was determined by the evaluation panel that the recommended supplier, as per attachment 1, be awarded separable portion 2 for Civil Construction Works Greenbank Parkway and Greenbank Arterial – Stage 3.

# ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

CONFIDENTIAL	<u> </u>
CONFIDENTIAL	-

- 1. Recommendation to Award
- 2. Strategic Tender and Evaluation Plan

Carlo Sorbello CATEGORY SPECIALIST I concur with the recommendations contained in this report.

# Wayne Bichel

# BUILDING CONSTRUCTION AND MAINTENANCE CATEGORY MANAGER

I concur with the recommendations contained in this report.

# Richard White MANAGER, PROCUREMENT

I concur with the recommendations contained in this report.

# Graeme Martin MANAGER, CAPITAL PROGRAM DELIVERY

I concur with the recommendations contained in this report.

Sean Madigan
GENERAL MANAGER - INFRASTRUCTURE AND ENVIRONMENT

"Together, we proudly enhance the quality of life for our community"

Doc ID No: A7870559

ITEM: 16.3

SUBJECT: PROCUREMENT: INTERSECTION UPGRADE, QUEEN AND ALBERT STREET

AUTHOR: CATEGORY SPECIALIST

DATE: 29 JANUARY 2022

### **EXECUTIVE SUMMARY**

This is a report concerning the recommendation to award Tender 17275 Intersection Upgrade, Queen and Albert Street and to seek Council's approval to enter into a contract with the nominated supplier as per confidential Attachment 1, to undertake the works.

After an open market request for tender process, an evaluation panel has recommended one supplier for the intersection upgrade as set out in Recommendation B below. The recommendation provides Council with a company who are located in an adjacent local government area. The recommendations have been determined by the evaluation panel to offer Council the best value for money.

If Council is satisfied with the nominated supplier, the name of the supplier will be included in the Council's resolution at Recommendation B.

## RECOMMENDATION

- A. That pursuant to Section 228 of the *Local Government Regulation 2012* (Regulation), Council award Tender No. Tender No. 17275 for the Intersection Upgrade of Queen and Albert Street.
- B. That Council enter into a contractual arrangement with the Supplier at an approximate lump sum amount listed in confidential Attachment 1.
- C. That pursuant to Section 257(1)(b) of the *Local Government Act 2009*, Council resolve to delegate to the Chief Executive Officer the power to take "*contractual action*" pursuant to section 238 of the Regulation, in order to implement Council's decision.

## **RELATED PARTIES**

There was declaration of conflicts of interest

### **IFUTURE THEME**

Vibrant and Growing

# PURPOSE OF REPORT/BACKGROUND

The purpose is to seek approval of the recommendations listed in this report. Council released Tender 17275 for Intersection Upgrade of Queen and Albert Street to the open market via Vendor Panel (VP273027) on Saturday 19 October 2021 with a closing date of Tuesday 14 December 2021. On closing of the request for tender, ten (10) tenders were received.

Tenders were assessed by an evaluation scoring panel against an agreed set of evaluation criteria and weightings, taking into consideration the effectiveness of each tender submission and the level of detail provided.

It was determined by the evaluation scoring panel that the supplier listed in Recommendation B possess the capabilities and capacity to meet Council's requirements for the Intersection Upgrade of Queen and Albert Street. They have provided project sheets for a good range of New Intersections and upgrade projects demonstrating a high level of experience with this type of work.

They have demonstrated that they have a good understanding of the requirements of the specification and the evaluation scoring members are confident that they have the necessary expertise to meet the requirements of the contract, best value for money and recommends them for the award of the contract.

# **LEGAL/POLICY BASIS**

This report and its recommendations are consistent with the following legislative provisions: Local Government Act 2009 Local Government Regulation 2012

# **RISK MANAGEMENT IMPLICATIONS**

The risk to council if the recommendation within this report is not approved is that council's ability to resolve the project would be compromised and further investment would be required to retender for services not currently with Ipswich City Council delivery capability.

# HUMAN RIGHTS IMPLICATIONS

HUMAN RIGHTS IMPACTS			
OTHER DECISION			
(a) What is the	The report recommends Council to enter into a contract with		
Act/Decision being	supplier listed in attachment 1 for Intersection Upgrade, Queen		
made?	and Albert Street.		
(b) What human rights	No Human rights are affected by this decision. This is because the		
are affected?	tenders are all companies. Further, the subject matter of the		
	contract will not impact on the human rights of any third parties.		
(c) How are the human	Not Applicable		
rights limited?			

(d) Is there a good	Not Applicable
reason for limiting	
the relevant rights?	
Is the limitation fair	
and reasonable?	
(e) Conclusion	The decision is consistent with human rights.

## FINANCIAL/RESOURCE IMPLICATIONS

The cost estimate and spend analysis is outlined in attachment 1.

#### COMMUNITY AND OTHER CONSULTATION

The Infrastructure and Environment Department as the relevant contract owner have been consulted and agree with the proposal in this report and have endorsed attachment 1.

#### CONCLUSION

It was determined by the evaluation panel that the recommended supplier, as per Attachment 1, possesses the capability and capacity to meet Council's requirement for the Intersection Upgrade of Queen and Albert Street.

# ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

	CONFIDENTIAL
1.	17275 Recommendation to Award
2.	17275 Strategy and Tender Evaluation Plan

# Gavin Wright CATEGORY SPECIALIST

I concur with the recommendations contained in this report.

# Richard White MANAGER, PROCUREMENT

I concur with the recommendations contained in this report.

# Graeme Martin MANAGER, CAPITAL PROGRAM DELIVERY

I concur with the recommendations contained in this report.

# Sean Madigan GENERAL MANAGER - INFRASTRUCTURE AND ENVIRONMENT

*"Together, we proudly enhance the quality of life for our community"* 

Doc ID No: A7878402

ITEM: 16.4

SUBJECT: MONTHLY FINANCIAL PERFORMANCE REPORT - JANUARY 2022

AUTHOR: FINANCIAL ACCOUNTING MANAGER

DATE: 7 FEBRUARY 2022

# **EXECUTIVE SUMMARY**

This is a report concerning council's financial performance for the period ending 31 January 2022, submitted in accordance with section 204 of the *Local Government Regulation 2012*.

# **RECOMMENDATION/S**

That the report on council's financial performance for the periods ending 31 January 2022, submitted in accordance with section 204 of the *Local Government Regulation 2012*, be considered and noted by council.

#### **RELATED PARTIES**

Not applicable

#### **IFUTURE THEME**

A Trusted and Leading Organisation

#### PURPOSE OF REPORT/BACKGROUND

This report outlines the financial results for Ipswich City Council at 31 January 2022.

The total net result (including capital revenue) for Ipswich City Council at 31 January 2022 is \$62.1 million compared to the year to date (YTD) budget of \$55.5 million.

Council's YTD operating surplus (excluding capital revenue) is approximately \$3.8 million compared to the YTD budget deficit of \$3.5 million.

Overall, capital expenditure including the Nicholas Street Redevelopment YTD is \$23.5 million under budget. Asset donations at 31 January 2022 was \$5.1 million above the YTD budget.

#### Revenue

Operating revenue is approximately \$5.3 million (2.8%) over budget primarily because of additional fees and charges revenue, operational grants revenue and other revenue.

Rates and utilities revenue is continuing to track close to budget YTD January.

Fees and charges have continued to track above budget in January and are over budget by \$2.8 million YTD. This primarily relates to Town Planning and Development Fees which are \$2.4 million over budget. Waste Disposal Fees also continue to be above budget. This was partially offset by reduced parking and compliance revenue which is being monitored.

Total grant revenue is over budget approximately \$179k. Operating grants are \$846k over budget which is offset by \$667k under budget relating to capital grants. The variance relates to the unbudgeted Skilling Queenslanders for Work First Start Program Grant in Corporate Services (CS) and Infrastructure and Environment Department (IED). This is partially offset by capital grants not yet received due to timing.

As mentioned in prior months, other revenue continues to track above budget primarily relating to unbudgeted Queensland Local Government Workcare surplus distribution and workcover reimbursements, unbudgeted rent for the Hayden Centre building, Urban Utilities payment of land tax, rent for Council facilities used by a telecommunication company received earlier than budgeted and gain on disposal of vehicles.

Donated asset and cash contributions revenue is approximately \$2.4 million above the YTD budget which is driven by higher-than-expected developer contributions over the past three months. The large increases in the donated assets received in the months of November, December and January are related to roadwork and drainage assets being donated to council for Spring Mountain, Ripley and South Ripley.

# Expenses

Overall operating expenses are approximately \$2 million (1.1%) below the YTD budget.

Employee expenses (including labour contracts) were above budget in January and are now \$1.8 million over budget YTD. The YTD variance is due to less annual leave taken than budgeted in phased projections, the use of contingent workers to fill vacancies, additional overtime in Resource Recovery, termination payments and a 2020-21 workers compensation insurance true-up payment. Council has also needed to use internal crews and contingent staff to delivery mowing services instead externally contracting the works. This results in additional employee expenses, offset by reduced costs in materials and services. Finance is continuing to monitor employee expenditure, including phasing of annual leave over the remainder of the financial year.

Materials and services (excluding labour contracts) are \$2.9 million below the YTD budget. Approximately \$972k of the underspend relates to timing for kerbside collection which was budgeted to commence in December, but did not commence until mid-January 2022. There has also been lower maintenance expenditure in works and field services branch, which is partly due to council employees performing the maintenance instead of external providers. There has also been lower water usage and delays in the commencement of Enviroplan projects compared to budget phasing. Further underspend relates to the timing of book purchases for libraries. The underspends are partially offset by additional legal expenditure which is over budget by \$1.6m YTD due to the appeals of the waste development applications. Other expenses are over budget due to the recognition of a loss on asset disposal of \$2.7 million YTD which relates to decommissioned softfall, sealed roads surface assets and drainage assets.

Depreciation remains below budget YTD following an update to useful lives for road, bridges, and footpath assets in August as part of the revaluation process. The variance for depreciation is expected to decrease as further assets are capitalised before year end.

# Capital Expenditure

The total YTD capital expenditure (including the Nicholas Street Redevelopment) is \$67.2 million compared to the YTD budget of \$90.7 million.

IED capital expenditure in month of January was \$5 million compared to the \$7.4 million budgeted. IED YTD capital expenditure is \$42.1 million compared to a YTD budget of \$51 million. The underspend is primarily due to delays related to illegal dumping on the site of the Whitwood Rd Nth Disturbed Land Management project and delays in the Stafford St rehabilitation project. IED are currently forecasting full year capital expenditure to be slightly below budget which will be considered as part of the budget amendment together with additional grant funding to offset this and the impact of projects carried over.

The Nicholas Street Redevelopment continues to track below budget relating to delayed commencement of venue reconstruction works and budget phasing not taking into account a mid-December Christmas shutdown by Hutchinson Builders.

# Cash Balances

Council's cash and investment holdings continue to be above forecast relating to underspends in the capital program.

# **LEGAL/POLICY BASIS**

This report and its recommendations are consistent with the following legislative provisions: *Local Government Regulation 2012* 

# **RISK MANAGEMENT IMPLICATIONS**

Finance is continuing regular reporting, including annual leave taken against budget, to the Executive Leadership Team as part of continued monitoring of FTEs, vacancies, overtime and forecast employee expenses for the year. Finance is also reforecasting employee expenses based on current staff costs and labour contractors, through to year end.

The Executive Leadership Team and Finance are also reviewing underspends and budget phasing of materials and services, again forecasting expenditure through to the financial year end.

The legal expenses for waste development appeals to date are over budget as discussed in previous months with council. Legal costs will be considered as part of the up-coming budget amendment.

Finance will work with the Nicholas Street Precinct Team and IED Management in relation to the forecast capital expenditure, budget phasing, project timings and grant funding as part of a budget amendment. Regular analysis of capital programs will continue to be undertaken to confirm project progress over the next few months and forecast costs.

Finance is working with the Departments to collate material changes for a Budget Amendment to be presented to Council.

# HUMAN RIGHTS IMPLICATIONS

# HUMAN RIGHTS IMPACTS

# **RECEIVE AND NOTE REPORT**

The recommendation states that the report be received and the contents noted. The decision to receive and note the report does not limit human rights. Therefore, the decision is compatible with human rights.

# FINANCIAL/RESOURCE IMPLICATIONS

There are no specific implications as a result of this report.

# COMMUNITY AND OTHER CONSULTATION

The contents of this report did not require any community consultation. Analysis and explanations of the variances are undertaken in conjunction with the various departments.

#### CONCLUSION

Regular reporting and monitoring of expenditure will continue monthly as part of council's regular governance and reporting processes.

# ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

	1.	Monthly Performance Report - January 2022 🕹 🛣	
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# Christina Binoya FINANCIAL ACCOUNTING MANAGER

I concur with the recommendations contained in this report.

# Paul Mollenhauer ACTING CHIEF FINANCIAL OFFICER

I concur with the recommendations contained in this report.

# Jeffrey Keech ACTING GENERAL MANAGER (CORPORATE SERVICES)

"Together, we proudly enhance the quality of life for our community"



# **Ipswich City Council**

# **Performance Report**

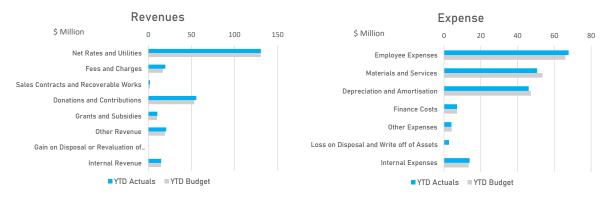
# **JANUARY 2022**

# FINANCIAL EXECUTIVE SUMMARY

#### **JANUARY 2022**

		ΓY	٢D		Annual	
	Actuals	Current	Variance	Variance	Current	Trend
		Budget			Budget	from DEC
	\$'000s	\$'000s	\$'000s	%	\$'000s	2021
Operating Revenue	193,446	188,125	5,321	2.8%	330,522	<b>A</b>
Operating Expense	189,631	191,662	2,031	1.1%	332,349	<b>A</b>
Operating Surplus/(Deficit)	3,815	(3,537)	7,352	(207.9%)	(1,827)	$\bullet$
Capital Revenue	60,681	59,065	1,616	2.7%	100,919	<b>A</b>
Other Capital Income (Asset disposals)	248	0	248	N/A	0	<b>A</b>
Capital Loss (Asset write-off)	2,647	0	(2,647)	N/A	0	•
Net Result	62,097	55,528	6,569	11.8%	99,092	<b>A</b>

Construction Program and Asset Purchase	51,816	62,356	10,540	16.9%	115,208	<b></b>
CBD	15,369	28,363	12,994	45.8%	40,391	<b>A</b>
Donated Assets	45,731	40,663	(5,068)	(12.5%)	69,716	•
Total Capital Expenditure	112,915	131,382	18,467	14.1%	225,315	▼



#### Net Result

The total Net Result (including capital revenues) for Ipswich City Council as at 31 January 2022 is \$62.1 million compared to the YTD budget of \$55.5 million. Council's operating surplus (excluding capital revenue) is approximately \$3.8 million compared to the YTD budget deficit of \$3.5 million.

#### Operating revenue is \$5.3 million above the YTD Budget

The \$5.3 million variance is made up of: net rates and utilities \$128k over budget, fees and charges \$2.8 million over budget, operational grant revenue \$846k over budget, other revenue \$1.3 million over budget, sales contracts and recoverable works \$158k below budget, interest revenue \$114k over budget and internal revenue \$257k over budget. These items are discussed further in this report.

#### Operating expenses is \$2 million below the YTD Budget

The \$2 million variance is made up of: employee expenses including labour contracts \$1.8 million over budget, materials and services under budget \$2.9 million, other expenses \$215k under budget, depreciation and amortisation \$1.3 million under budget, finance costs on budget and \$534k over budget in internal expenses. These items are discussed further in this report.

#### Capital Expenditure

Capital expenditure including CBD as at 31 January is \$23.5 million below the YTD budget. Approximately \$67.2 million has been expended to 31 January compared to the YTD capital expenditure budget of \$90.7 million.

• The Infrastructure Program actual expenditure was below the January budget by approximately \$2.4 million. Actual YTD costs are \$39.3 million compared to the current YTD budget of \$47.6 million.

• CBD Development is approximately \$13 million under budget. Actual YTD costs are \$15.4 million compared to the current YTD budget of \$28.4 million.

Asset donations as at 31 January is \$5.1 million over the YTD budget. Approximately \$45.7 million has been recognised to 31 January compared to the YTD donated assets budget of \$40.7 million.

JANUARY 2022

#### FINANCIAL EXECUTIVE SUMMARY

	Actuals		YTD	riance	Variance	Annual					_		Varia	nce \$'000	s by D	lepartment	_		_	
	Actuals	Current Budaet	va	riance	Variance	Current Budget	Trend from DEC	Note		CP		CS		CE		IE		IWS		PR
	\$'000s	\$'000s	\$	'000s	%	\$'000s	2021													
Revenue					l															
Net rates and utilities charges	130,512	130,384	н.	128	0.1%	224,356	•	1		N/A	J.	41		N/A	J.	0	J.	89	J.	(2)
Fees and charges	19,812	17,031	т	2,781	16.3%	29,464	•	2		N/A	a,	461	I.	56	1	(175)	1	834	a,	1,605
Government grants and subsidies	10,435	10,256	н.	179	1.7%	20,932	•	3	1	24	1	270	Т	(29)	1	(270)	1	0	1	183
Internal revenue	14,948	14,693	н.	255	1.7%	25,316		4		N/A	I.	181	I.	170	I.	(103)	a,	9	a,	0
Other revenue	23,057	21,528	Т.	1,529	7.1%	39,993	•	5		253	a,	443	I.	165	1	612	a,	60	a,	(4)
Donations and contributions	55,679	53,300	T,	2,379	4.5%	91,381		6		30		N/A	1	(321)	i,	2,671		N/A		N/A
Total Revenue	254,443	247,192		7,251	2.9%	431,442	<b></b>			307		1,396		41		2,735		992		1,782
Expense																				
Employee expenses	64,635	64,928	э.	293	0.5%	111,810	•	7	1	287	J.	153	×.	190	J.	311	a,	(806)	J.	157
Labour contracts	3,153	1,052	н.	(2,101)	(199.7%)	2,009	•	7	1	(342)	J.	(100)	I.	(265)	1	(1,508)	J.	92	J.	22
Materials and services	50,646	53,572	Т.	2,926	5.5%	94,796		8		558	a,	(730)	I.	1,401	1	2,044	a,	825	a,	(1,173)
Internal expenses	13,968	13,435	Т.	(533)	(4.0%)	22,962	•	9	•	(57)	a,	26	Т	(10)	1	(415)	a,	(89)	a,	12
Other expenses	13,852	11,312	T,	(2,540)	(22.5%)	19,094	•	10	•	279	a,	(343)	I.	48	1	(2,466)	a,	(68)	1	11
Depreciation & amortisation	46,092	47,364	T,	1,272	2.7%	81,678		11		(2,402)	×.	1,191		(128)	1	2,733	a,	(121)	×.	0
Total Expenses	192,346	191,663		(683)	(0.4%)	332,349	<b></b>			(1,677)		197		1,236		699		(167)		(971)
Net Result	62,097	55,529		6,568	11.8%	99,093	<b></b>			(1,370)		1,593		1,277		3,434		825		811

Revenue Variance



#### Revenue

1. Rates and utilities are slightly above budget estimations.

2. Fees and charges continue to be ahead of budget with most fee types yielding positive results, in particular town planning and development fees and waste disposal fees. Traffic and regulation fees and Health Animal Cemetery fees are the exception primarily due to lower parking and compliance revenue and is being

monitored. 3. Grants revenue over budget relates to the Skilling Queenslanders for Work First Start Program Grant in CS and IED which is unbudgeted. This is partially offset by

a number of capital grants not received. 4. Internal revenue tracking slightly above budget relating to tax equivalents revenue and Civic Centre venue hire.

4. Internal revenue over budget due to unbudgeted QId Local Government Workcare surplus distribution and workcover reimbursements, and UU's payment of land tax in CS. Also over budget in IED relating to Ti-Tree BioEnergy community contribution fees higher than expected, telecommunication rental payments received earlier than expected, rent for Hayden Centre not budgeted and gain on disposal of assets.

6. Donations and Contributions above budget \$2.4 million resulting from higher than expected developer contributions YTD. The last three months have seen an increase in applications received including applications in Spring Mountain, Redbank and Ripley.

Expenses

7. Employee expenses including labour contracts over budget \$1.8 million or 2.7%. Over budget primarily relates to the use of contingent workers to fill vacancies across Council, higher than expected overtime in Resource Recovery, a workers compensation payment relating to the 20-21 financial year of \$110k, and termination payments across Council and less annual leave taken than budgeted. Further analysis on weekly employee costs will continue to be undertaken including phasing of annual leave over the remainder of the financial year.
 Materials and services (excluding labour contracts) under budget \$2.9 million. This is a result of phasing of the kerbside collection budget to begin in December

however the service did not commence until mid-January, underspends in IED (primarily Works and Field Services) relating to lower maintenance expenditure in Natural Areas, changes to UU service charges and mowing performed by Council employees instead of service providers. In addition, there are underspends in Libraries and Customer Service Branch in CCED primarily relating to delays in book purchasing, and minor delays in the delivery of Nicholas Street marketing and events in CP. The underspends are partially offset by higher legal expenditure in PRS from the waste application appeals. Internal trading expense tracking over budget in IED indicating lower utilisation of assets compared to budgeted expectations.

10. Other expenses variance relates to the loss on a number of infrastructure asset disposals in IED including softfall, sealed roads surface assets and drainage Other expenses variance relates to the loss on a number of number of number decay asset (\$25 million).
 Boperciation and amortisation is being reviewed with a view to realigning the budget across departments. Depreciation has been affected by an update in August

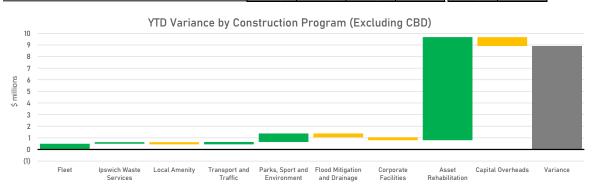
to useful lives for RBF assets as part of the revaluation process and capitalisation of the carpark and Civic Space in November

JANUARY 2022

# FINANCIAL EXECUTIVE SUMMARY

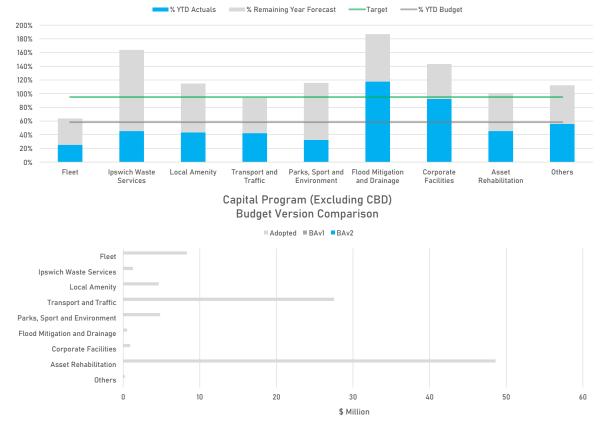


		Y	ſD		Annual	
	Actuals	Current	Variance	Variance	Current	Trend
		Budget			Budget	from DEC
	\$'000s	\$'000s	\$'000s	%	<b>\$'</b> 000s	2021
Coordination and Performance	21,149	33,543	12,394	36.9%	43,821	<b>A</b>
Corporate Services	2,737	3,739	1,001	26.8%	10,188	<b>A</b>
Community, Cultural and Economic Development	580	1,739	1,158	66.6%	3,818	<b>A</b>
Infrastructure and Environment	42,137	50,983	8,846	17.4%	96,778	<b>A</b>
Planning and Regulatory Services	581	717	135	18.9%	994	•
Net Result	67,185	90,719	23,534	25.9%	155,599	<b>A</b>

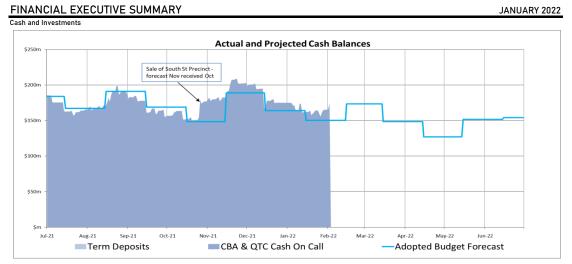


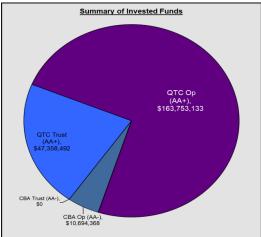
# Capital Program (Excluding CBD)

Actual and Forecast % of FY Budget



		1000	1070	CAP	TTAL SU			IUARY 2	
	MTD Actual \$'000s	MTD Budget \$1000s	MTD Variance \$'000s	YTD Actual \$'000s	YTD Budget \$1000s	YTD Variance \$'000s	Full Year Budget \$'000s	EOY Forecast \$'000s	
Whole of Council									
Construction Program and Asset Purchase	6.392	11.650	5.258	67.185	90.719	23.534	155.599	152.883	
Donated Assets	12.072	5.809	(6.263)	45.731	40.663	(5.068)	69.716	69.716	
Coordination and Performance									
Construction Program and Asset Purchase CBD Development	0	0 3,019	0	6,029 15,120	5,600 27,943	(429) 12.823	5,600 38,221	6,029	Springfield Stadium – over budget primarily due to the deed of variation for the Energex works at The Reserv Community Arena at Springfield to be shared between Council and the Brisbane Lions.
uu serenginen	1,000	3,017	1,704	13,120	27,743	12,023	30,221		CBD - Construction program impacted due to the delayed commencement of Venue reconstruction works due the ongoing Cinema Operator RPD Evaluation process. The underspend for Metro B is predominantly due to the fitted of a number of transacies being pushed out due to the delay in construction completion as well as the delay in finalising proposed lease deals with tenants due to the impact and uncertainty surrounding Covid-19 and potential tenants awaiting cofirmation of a cinema operator considered as an anchor tenant to the Precinct.
Total Capital Expenditure	1,055	3,019	1,964	21,149	33,543	12,394	43,821	44,250	
Corporate Services									
Construction Program and Asset Purchase	220	621	401	2,489	3,319	830	8,018	8,018	ICT - waiting for hardware on order to be delivered. GIS spatial solution will go to tender in the new year, however, implementation is unlikely to start until late in the FY, so we need to review the current financial year which is the second start of the second
CBD Development - ICT Component	(16)	0	16	249	420	171	2,170		budget autocation. The cloud strategy and business continuity project has a projected overspend of "\$im this "t and there will be a reallocation of underspends across the portfolio.
									Volve - Delays in the development of the iVolve Project Management Plan and engaging the appropriate resourcing model are contributing to the \$282k YTD underspend for iVolve.
									CBD component - Delays in the Admin Bldg AV installation are contributing to the variance.
Total Capital Expenditure	204	621	417	2,737	3,739	1,001	10,188	8,438	
Community, Cultural and Economic Developm	nent								
Construction Program and Asset Purchase	85	552	467	580	1,739	1,158	3,818	3,290	Library - Satisfactory results below budget ~44k - furniture and fittings upgraded as needed based on conditi
								1	Clvic Centre - Behind original schedule -327k for equipment acquisitions and lighting projects, currently forecast to complete this FY excluding gallery seating which is expected to defer to 2022-23FY with a change in scope.
									Art Gallery - Behind original schedule -32k - mainly related to artwork acquisition and art gallery seating projects.
								-	
Total Capital Expenditure	85	552	467	580	1,739	1,158	3,818	-	projects. Safe City and Asset Protection - Under budget YTD -755k - experiencing supplier delays afflecting camera upgrades, Safe City server software and asset, and key system upgrade projects. CCTV infrastructure works
	65	552	467	580	1,739	1,158	3,818	:	projects. Safe City and Asset Protection - Under budget YTD -755k - experiencing supplier delays afflecting camera upgrades, Safe City server software and asset, and key system upgrade projects. CCTV infrastructure works
Infrastructure and Environment	3.986	<b>552</b>	<b>467</b> 2.397	39.334	<b>1,739</b> 47.618	1,158 8.283	3,818 86.988	3,290	projects. Safe Offy and Aaset Provaction – Under budget YTD -755k – experiencing supplier delays afflecting camera apprades; Safe City server software and asset, and key system upgrade projects. CCIV infrastructure works scheduled for later in the financial year and access control upgrades are expected to commence this month.
Infrastructure and Environment						•		<b>3,290</b> 88,079	projects. Safe City and Asset Protection – Under budget YTD – 755k – experiencing supplier delays affecting camera projects. Safe City and Asset Protection – and asset, and key system upgrade projects. CCTV infrastructure works scheduled for later in the financial year and access control upgrades are expected to commence this month. Infrastructure Program – under budget YTD primarily due to delays related to illegal dumping on the site of th Whitwood Rd Nith Disturbed Land Management project - 53/m – however completion still expected this finand. Nith Order In additional to a submer of projects are currently behind budget (Stafford Strabilitiation 31km, Old One
Infrastructure and Environment						•		<u>3,290</u> 88,079	projects. Safe City and Asset Protection - Under budget YTD -755k - experiencing supplier delays affecting camera sprades; Safe City server software and asset, and key system upgrade projects. CCTV infrastructure works scheduled for later in the financial year and access control upgrades are expected to commence this month. Infrastructure Program - under budget YTD primarily doe to delays related to lilegal dumping on the site of th Minhound RR NIN Disturbed Land Management project -557m - however completion still expected this financi war. In addition, a number of projects are currently behind budget (Stafford Strehabilitation - 51am, Od One (He Bridge -597M), and Springfield Parkavy road upgrade =2020) and assing are anticipated on Old Logan 6 Old Logan 6
Infrastructure and Environment Infrastructure Program Equipment	3,986	6,383	2,397	39,334	47,618	8,283	86,988 206	<b>3,290</b> 88,079 231	projects. Safe City and Asset Protection - Under budget YTD -755k - experiencing supplier delays affecting camera purgrades, Safe City servers software and asset, and key system upgrade projects. CCTV infrastructure works scheduled for later in the financial year and access control upgrades are expected to commence this month. Infrastructure Program - under budget YTD primarily due to delays related to illegal dumping on the site of ti Whitwood Rd Nth Disturbed Land Management project -53/m - however completion still expected this finans. Old One Mile Bridge - \$979K, and Springfield Parkway road upgrade -\$200) and awings are anticipated on Old Logan & Addison Rd traffic signals project. Partially offset by 2020-21 works carried over.
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Investments and Earnings Summary	Margin	% Return	\$
CBA Operating Account	0.005	0.60%	\$10,694,368
Term Deposit Investments	- 0.001		
QTC Trust Fund Account	0.005	0.56%	\$47,358,492
QTC Operating Account - CBD	0.005	0.56%	\$13,604,231
QTC Operating Account - General	0.005	0.56%	\$150,148,902
QTC Operating Account - Total	0.005	0.56%	\$163,753,133
Total Invested funds (W.Avg return)	0.005	0.56%	\$221,805,994
Total Operating Funds (Ex Trust)	0.005	0.56%	\$174,447,501

Cashflow

Casinuw Council's cash and cash equivalents balance as at 31 January 2022 was \$174.5 million. The end of period cash holdings includes \$13.6 million of carried forward unspent loan funds invested with QTC. Council's investments are made in accordance with Council's Investment Policy (adopted as part of the annual budget) with an average return percentage of 0.56%. Doc ID No: A7892695

ITEM: 16.5

SUBJECT: NICHOLAS STREET PRECINCT PARKING ACCESS SYSTEM UPGRADE

AUTHOR: ACTING CATEGORY SPECIALIST

DATE: 14 FEBRUARY 2022

# **EXECUTIVE SUMMARY**

This is a report concerning the proposed upgrading of the Nicholas Street Precinct public car parking access systems. The current Nicholas Street Precinct public carpark system is of a proprietary nature and as such it would be impractical and/or disadvantageous to Council to invite quotes or tenders for the provision of the upgrades. SKIDATA Australasia Pty Ltd is a specialised service supplier and the sole supplier of the existing parking equipment. The upgrades to the current system will provide Council and the community a number of benefits and advantages as the numbers of the public accessing the carpark increase with the activation of the Ipswich CBD. The approximate cost of upgrade will be \$216,000.00 (GST Exclusive).

## RECOMMENDATION

- A. That pursuant to Section 235(b) of the *Local Government Regulation 2012* (Regulation), Council resolve that the exception applies because of the specialised and/or confidential nature of the services that are sought and it would be impractical and/or disadvantageous to invite quotes OR tenders for the provision of the products and services related to the upgrade to the existing SKIDATA parking access system in the Nicholas Street Precinct public carpark.
- B. That pursuant to Section 257(1)(b) of the *Local Government Act 2009*, Council resolve to delegate to the Chief Executive Officer the power to take "*contractual action*" pursuant to section 238 of the Regulation, in order to implement Council's decision.

#### **RELATED PARTIES**

There were no declarations of conflicts of interest recorded.

#### **IFUTURE THEME**

Vibrant and Growing

# PURPOSE OF REPORT/BACKGROUND

The current Nicholas Street Precinct public carpark access system is of a proprietary nature with SKIDATA Australasia Pty Ltd as the current specialised service supplier and the sole supplier of the existing parking access equipment. It is expected with the continued Ipswich CBD activation that the carpark will experience continued increased uptake by the public in 2022. In 2021 carpark utilisation experienced growth by up to 300%, and an increased trend is expected to continue as more events, food and retail offerings throughout the precinct come online in the future.

The proposed upgrades, summarised, will:

- enhance the carparks performance by reducing queuing and congestion, reducing touchpoints, and improving customer experience.
- help ensure car park bay availability for genuine visitors and customers by assisting in prevention of the opportunity for fraudulent parking and misuse of parking tickets.
- provide future opportunities for improved carpark management such as internally nested areas for contract / allocated permanent parks, thus maximising bays for customers in close proximity to entry / exit lifts.
- Provide improved parking validation solutions for future tenants.

The proposed upgrades will additionally modernise the carpark with a focus on customer / visitor experience utilising licence plate recognition (LPR) technology. This has the ability to provide essentially a touchless experience for those accessing the carpark. There will be no requirement for physical tickets. On leaving the carpark the upgraded system will automatically recognise the vehicle registration or fees owing, which can be paid at the exit boom gate by debit / credit card. For visitors parked less than the free period (currently three hours) there is no requirement to enter a ticket at the exit boom gate, it will automatically open.

This will also provide future opportunity to link regular parking customers to an online account for managing parking fees. Overall traffic flow and congestion will be improved and provides a sustainable development opportunity for the asset and the community accessing the asset. Further it will complement the recent asset upgrades (as part of the development / construction activities of the Nicholas Street Precinct) the carpark has already undergone.

The existing parking access system subject to the proposed upgrade, is a proprietary system and as such SKIDATA Australasia Pty Ltd is both the current specialised contracted maintenance service supplier (under Council contract 16056) and the sole supplier of the equipment.

# **LEGAL/POLICY BASIS**

This report and its recommendations are consistent with the following legislative provisions: *Local Government Regulation 2012* 

# **RISK MANAGEMENT IMPLICATIONS**

There is minimal risk associated with the upgrade. The alternative options would require the sourcing of another complete access system at greater cost to Council, that would require as inclusive, all the benefits of the proposed upgrade. The other alternative being not to upgrade the current system at all.

## HUMAN RIGHTS IMPLICATIONS

HUMAN RIGHTS IMPACTS							
OTHER DECISION							
(a) What is the Act/Decision being made?	The decision to enter into a contractual arrangement.						
(b) What human rights are affected?	No human rights are affected as the contract is with a Proprietary Limited Company.						
(c) How are the human rights limited?	Not applicable.						
<ul><li>(d) Is there a good reason for limiting the relevant rights?</li><li>Is the limitation fair and reasonable?</li></ul>	Not applicable.						
(e) Conclusion	The decision is consistent with human rights.						

#### FINANCIAL/RESOURCE IMPLICATIONS

The financial implications to Council are approximately \$216,000.00 for all products and services related to the upgrade of the current system. Budget has been confirmed from internal stakeholder consultation. Preliminary quotations have confirmed approximate costings.

#### COMMUNITY AND OTHER CONSULTATION

There was no community consultation required or undertaken. Significant internal stakeholder consultation has occurred confirming contents of the report.

# CONCLUSION

The current Nicholas Street Precinct public carpark system is of a proprietary nature and any upgrade/s to the system would need to be undertaken by SKIDATA Australasia Pty Ltd: both the current specialised contracted maintenance service supplier and the sole supplier of the current equipment. The upgrade provides many benefits to Council, the Nicholas Street Precinct, and the community. It will provide a modern contemporary parking access system that complements the overall current and future Nicholas Street Precinct.

Mark Benson
ACTING CATEGORY SPECIALIST

I concur with the recommendations contained in this report.

# Juliana Jarvis GOODS AND SERVICES CATEGORY MANAGER

I concur with the recommendations contained in this report.

# Richard White MANAGER, PROCUREMENT

I concur with the recommendations contained in this report.

# Greg Thomas PROJECT MANAGER

I concur with the recommendations contained in this report.

Sean Madigan
GENERAL MANAGER - INFRASTRUCTURE AND ENVIRONMENT

"Together, we proudly enhance the quality of life for our community"

Doc ID No: A7893039

ITEM: 17.1

FROM:

RE: NOTICE OF MOTION - REVIEW OF TERMS OF REFERENCE FOR IPSWICH CITY COUNCIL STANDING COMMITTEES

DATE: 14 FEBRUARY 2022

This is a notice of motion submitted by Councillor Jacob Madsen concerning a review of the Terms of Reference for Council's standing committees.

Councillor Jacob Madsen gave notice of his intention to move the following motion at the Council Meeting of 24 February 2022:

### MOTION

That a report be presented to a future Governance and Transparency Committee reviewing the current Terms of Reference for Ipswich City Council Standing Committees that includes the purpose, scope and responsibilities of each committee and the overall committee structure.

# ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1. Current Terms of Reference - Ipswich City Council Standing Committees 🗓 🖾

# BACKGROUND

It is timely as we approach the middle of this term of council to undertake a full review of the committee terms of reference to ensure the relevant portfolios remain consistent with the strategic direction of the council.

The rights and obligations of the Committee Chair role in leading a portfolio should be further detailed to ensure a consistent approach across the portfolios and improved engagement with other committee members and all councillors alike.

# **TERMS OF REFERENCE**

# IPSWICH CITY COUNCIL STANDING COMMITTEES



# **TERMS OF REFERENCE** - IPSWICH CITY COUNCIL STANDING COMMITTEES

Adopted Council Ordinary Meeting of 9 December 2021

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#### 1. ESTABLISHMENT

Ipswich City Council has established the following Standing Committee structure:

- Growth, Infrastructure and Waste Committee\*
- Governance and Transparency Committee
- Community, Culture, Arts and Sport Committee
- Economic and Industry Development Committee
- Environment and Sustainability Committee
- Ipswich Central Redevelopment Committee

They are established in accordance with <u>section 264 of the Local</u> <u>Government Regulation 2012</u>.

\* in accordance with <u>section 257 (1) (c) of the Local Government Act 2009</u> (<u>Delegation of Local Government Powers</u>), the Growth, Infrastructure and Waste Committee has delegated power

#### 2. SUPPORTING LEGISLATION AND POLICY

This document should be read in conjunction with the following legislative instruments:

- Local Government Act 2009 ("the Act")
- Local Government Regulation 2012 ("the Regulation")
- Code of Conduct for Councillors in Queensland
- Ipswich City Council's Meeting Procedure Policy
- Ipswich City Council's Code of Conduct

All committee members must abide by the local government principles as outlined in the Act which are:

- (a) Transparent and effective processes, and decision-making in the public interest
- (b) Sustainable development and management of assets and infrastructure, and delivery of effective services
- (c) Democratic representation, social inclusion and meaningful community engagement
- (d) Good governance of, and by, local government
- (e) Ethical and legal behaviour of councillors and local government employees.

#### 3. PURPOSE

Council is committed to deliver increased transparency and accountability to its decision making process. This Terms of Reference for Standing Committees is intended to provide clear and specific information on the purpose, functions and services that each committee is responsible for, as well as the scope, membership and delegated authority (if any). The committees carry some broad alignment with the iFuture Corporate Plan:

- Vibrant and Growing
- Safe, Inclusive and Creative
- Natural and Sustainable
- A Trusted and Leading Organisation.

Refer relevant Annexure for the purpose of each committee.

#### 4. SCOPE AND LIMITATIONS

Refer relevant Annexure for the scope of each committee.

All business of Council is required to pass through the relevant Committee. On occasions due to time constraints certain matters may be presented directly to Council where authorised by the CEO. Committees make recommendations for consideration of the full council at its Ordinary meeting. Standing Committees have no delegated authority unless council delegates its authority to a committee in accordance with Section 257(1)(c).

Recommendations will be based on informed decision making and a strong understanding of the current and future needs of the diverse communities of Ipswich.

The committees will follow the procedures for meetings of council as outlined in the Meeting Procedures Policy with the exception of the following matters which will not apply:

- Opening Prayer
- Public participation
- Mayoral Minute
- No standing to speak

The main function of the committees are to:

- provide a forum to enable complex or strategic issues to be discussed;
- receive and consider officer's reports in order to provide a recommended course of action to council to determine matters within the scope of the committee;
- where a committee has been delegated decision making authority, to determine matters within the scope of the committee at the discretion of the committee; and
- ensure the principles of good governance are applied to the decision making process.

Where matters being considered are of a wider interest to the community and require/or attract media attention, contact will only be undertaken in accordance with Council's Media Policy.

#### 5. AUTHORITY/ DELEGATION

The committees listed in section 1 have the power to only recommend a course of action to council unless specifically noted.

Council may, by resolution, delegate powers under the *Local Government Act* or another Act to a committee to decide matters.

The powers delegated may be specific to an individual matter or in general terms to provide lasting authority to determine nominated issues. Such delegations must be in accordance with <u>section 257 (Delegation of Local Government Powers)</u> and <u>section 260 (Local Government Delegations Register)</u> of the Act.

#### 5.1 **RESPONSIBILITIES**

The committees are charged with considering matters of policy or strategy relating to the responsibilities and services as outlined in the relevant Annexure:

Refer relevant Annexure for the responsibilities of each committee.

#### 6. MEMBERSHIP

Council at its Ordinary Meeting of 28 July 2020 resolved that the membership of the committees be as outlined in the relevant Annexure. *This was subsequently updated at the Council Ordinary Meeting of 27 August* 2020 (refer Officer's Report 15.1 titled Councillor Committee Membership and Conference Delegates).

Refer relevant Annexure for the membership of each committee.

Councillors will be appointed to the committee for the term of the council unless otherwise removed by a resolution of council.

• Where <u>section 162 (When a Councillor's office becomes vacant)</u> of the Act, applies to any member of a committee, the membership immediately ceases.

#### 6.1 ROLE OF COMMITTEE MEMBERS

The role of a Committee Member is to consider and make recommendations on matters relating to the scope and responsibilities of the committee, as they align to council's Corporate and Operational Plans. Committee members will consider the implementation of policies relevant to council's corporate functions in relation to the current and future interests of the residents of the local government area.

Committee members are responsible for reading the agenda papers and accompanying reports in advance of committee meetings to:

- identify matters of particular interest or which may be contentious;
- identify any matters which need clarification or additional information to help inform their view, and to contact the Chair or relevant Department Head for further information or advice before the meeting; and
- identify any agenda items where they may have a conflict of interest and take appropriate action as required by legislation.

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#### 6.2 APPOINTMENT OF CHAIRPERSON

The chairperson of the relevant committee shall be appointed by the council in accordance with <u>section 267 (Chairperson of Committee) of the Regulation.</u>

In the absence of the appointed Chairperson from a meeting, the Deputy Chairperson will Chair the meeting. In the absence of both the Chairperson and Deputy Chairperson, the members present will appoint an Acting Chairperson for the duration of that particular meeting.

#### 6.3 ROLE OF CHAIRPERSON

The Chairperson is to ensure that the committee agenda meets the priorities set by the council for the committee and that processes adhere to Council's Meeting Procedure Policy.

Each Chair of a Standing Committee is required to:

- a. In consultation with senior management, set the meeting agenda
- b. Meet formally with senior management directly involved in the committee's area of responsibility
- c. Liaise and meet with subject matter experts, on an as required basis, on emerging council issues in relation to the Standing Committee's area of responsibility
- d. Peruse and consider all reports, papers and proposed recommendations before the meeting and consult with senior leaders and councillors as appropriate
- e. Lead Committee Members and meeting proceedings in an effective manner
- f. Ensure any powers delegated to the committee by council are properly exercised
- g. Be the point of contact for other councillors, and where appropriate, members of the public in relation to the Standing Committee's areas of responsibility

In relation to the interaction of the Chairperson and members of the committee with staff, the committee members are to adhere to the Councillor Acceptable Requests Guidelines and Staff Interaction Policy.

The Chairperson is to facilitate open and constructive communication amongst committee members, encouraging their contribution to deliberations.

All requests for information and clarification are to be conducted within the committee meeting, as agreed by the committee.

The role of Chairperson allows that councillor to specialise in the areas relating to the relevant committee.

#### 6.4 ROLE OF DEPUTY CHAIRPERSON

The Deputy Chairperson will assume the roles and responsibilities of the Chairperson should the Chairperson be unable to fulfill their role.

#### 6.5 ADMISSION OF NON-MEMBERS TO DEBATE

The Chairperson may invite a non-member to participate in the discussion of a particular item of business relating to the relevant committee in accordance with Council's Meeting Procedure Policy. Where possible, non-members should sit in the observers gallery.

#### 7. MEETINGS

All meetings of the committee shall be open to the public unless permitted under an Act or Regulation or as resolved by the relevant committee that the meeting be closed to the public for the purpose of discussing a matter deemed to be confidential in terms of <u>section 254J</u> (Closed Meetings) of the Regulation.

#### 7.1 CONDUCT

Meetings must be conducted in accordance with the provisions of the Act and the Regulation. If there is a dispute regarding meeting procedure or the conduct of an individual, the Chairperson must refer to the Meeting Conduct Policy and the Meetings Procedure Policy as well as the Code of Conduct for Councillors in Queensland.

#### 7.2 FREQUENCY AND LOCATION

Council's committee meetings will be held at the Council Chambers located at 1 Nicholas Street, Ipswich, pursuant to section 257 (Frequency and Place of Meetings) of the Regulation.

The Committees will meet on a schedule as resolved by the Council and in accordance with the council and committee meeting calendar.

Although the committee shall meet monthly, the committee can also decide to meet more frequently as and when required by the members.

The schedule of meetings is to be adopted in November/December of each year for the following calendar year.

In accordance with <u>section 254B (Public Notice of Meetings) of the Regulation</u> the schedule of meetings must be published on the local government's website, and in other ways the local government considers appropriate.

It should be noted that from time to time it may be necessary to hold a committee meeting outside the adopted committee meeting dates. In such circumstances, any changes will be advised in accordance with legislative provisions.

#### 7.3 VOTING

The following practices apply to voting at the committee meeting:

- Each councillor is entitled to one vote and must be physically present at the meeting to cast their vote or participating in the meeting in accordance with the Meetings Procedures Policy or the *Local Government Regulation 2012*.
- Voting at the committee meeting can be conducted by open means (such as on

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the voices, by show of hands or such other electronic means as determined by council).

- A councillor who is present at a committee meeting and entitled to vote but fails to vote on a motion put to the meeting is taken to have voted in the negative.
- For all motions on the agenda and business paper the committee will record the names of those councillors who supported the motion and those who opposed (or are taken to have opposed) the motion with the exception of Procedural Motions.
- This clause extends to a meeting or part of a meeting that is closed to the public, noting that all motions must be moved in open session.
- Council will record all voting in a voting register managed by Meetings Coordination Section.

#### 7.4 QUORUM

A quorum of a committee is defined in accordance with <u>section 259 (Quorum) of the</u> <u>Regulation</u>:

- A quorum of a committee is a majority of its members.
- However, if the number of members is an even number, one-half of the number is a quorum.

#### 7.5 CONFLICTS OF INTEREST

All Members are required to deal with any conflict of interest in accordance with the Local Government Act 2009, Chapter 5B - Councillors' conflicts of interest.

#### 7.6 AGENDA DISTRIBUTION

The Agenda for all committees will be distributed in accordance with <u>section 254C</u> (Notice of Meetings) of the Regulation. committee meeting agendas will be provided to councillors no later than close of business on the Friday prior to the meeting date.

The Agenda will be made available to the public in accordance with <u>254D (Public</u> availability of agendas) of the Regulation.

#### 7.7 REPORTING

The committees are required to keep formal minutes of their proceedings in accordance with <u>section 254F of the Local Government Regulation 2012</u>. Each committee will also provide a written report of its deliberations to the Ordinary Council Meeting.

#### 7.8 LIVESTREAMING

Meetings of all Standing Committees will be livestreamed.

#### 8. REVIEW AND PERFORMANCE EVALUATION

#### 8.1 TERMS OF REFERENCE

Each committee shall review these Terms of Reference once per calendar year or as and when required.

The purpose, scope and responsibilities of each committee as detailed in the relevant annexures should be reviewed for ongoing accuracy and to ensure the committee is receiving reports that are related to its areas of responsibility.

# 8.2 PERFORMANCE EVALUATION

Each committee shall undergo a self-assessment process to ensure alignment with these Terms of Reference to enhance the effectiveness and relevance of the committee.

The Chairperson in consultation with the members of the committee will advise the Meetings Coordination Manager at least annually of the ongoing performance of the committee and make any recommendations for considerations by the full council..

VERSION	COUNCIL/ COMMITTEE CONSIDERATION DATE	COUNCIL ADOPTION DATE
V1	Council Ordinary Meeting	28 July 2020
V2	Council Ordinary Meeting	27 August 2020
V3		

# ANNEXURE 1 – Growth, Infrastructure and Waste Committee (has delegated power)

#### **1. PURPOSE OF COMMITTEE**

The Growth, Infrastructure and Waste Committee has been established to allow a focus on the delivery of programs from primarily the Departments of Planning and Regulatory Services and Infrastructure and Environment for the responsibility areas listed below.

#### 2. SCOPE AND LIMITATIONS

- a. This Committee deals with issues relating to council's external facing services, such as planning, heritage, development assessment, local laws and compliance, civic works, city maintenance, transport and waste.
- b. The main role of the Committee is to:
  - i. Receive reports from the Chief Executive Officer and appropriately delegated officers;
  - ii. Consider the material in the reports from the Chief Executive Officer and appropriately delegated officers; and
  - iii. Formulate recommendations to the Ordinary Council meeting; or
  - iv. Make a decision under delegated authority as assigned by the council.
- c. This committee is charged with monitoring the activities of any convened advisory or special committees relating to the committee's responsibilities.
- d. Council has resolved that in accordance with the *Local Government Act 2009*, the Growth, Infrastructure and Waste Committee has the delegated authority to determine matters as if it were a full meeting of the council. This authority can be applied at the discretion of the committee in accordance with Section 257 of the Act.
- e. Other matters that fall outside of the committee scope detailed below, that need urgent consideration may be tabled at this meeting. Approval to include matters outside of the scope of this committee will be at the sole discretion of the Chief Executive Officer.

#### **3. RESPONSIBILITIES**

#### **Responsibilities:**

- Policy formulation and review as it relates to matters below
- Building, Engineering and Development Approvals
- Strategic Planning
- Place making and social planning
- Health and Local Laws Licensing and Approvals
- Regulatory Matters
- Parking operations and Animal Management
- Heritage and Cemeteries
- Emerging and urgent operational matters
- Providing adequate infrastructure to support growth
- Providing a safe, reliable and sustainable transport system
- Deliver Council's Capital Works Program, managing projects through their entire lifecycle
- Management of the traffic signals network and associated systems
- Providing of efficient, reliable and sustainable waste management and recycling services
- Managing waste as a resource within a circular economy framework
- Provision of transport infrastructure to align with iGO the City of Ipswich Transport Plan

#### Services:

- Transport Network Planning and Policy Development
- Delivery of Council's Capital Works Program, managing projects through their entire lifecycle (from initial concept design, details design, construction and handover)
- Professional design services for road, drainage, open space and built projects
- Program management and construction delivery services
- Response to special construction programs as needed (e.g. Flood Recovery Programs)
- Preparing and implementing plans, strategies and policies to ensure integrated and sustainable development outcomes for the City as a whole and within specific local areas
- Delivering development assessment in line with the Planning Act, the Planning Scheme and Council policies
- Identifying and protecting important natural environment areas through appropriate planning scheme mechanisms and development assessment processes
- Local Law compliance
- Maintaining an appropriate and efficient regulatory environment for development assessment and compliance
- Domestic and commercial waste service

#### 4. MEMBERSHIP

**Chairperson:** *Mayor Teresa Harding* 

**Deputy Chairperson:** 

**Councillor Paul Tully** 

#### Members:

- Councillor Sheila Ireland
- Councillor Jacob Madsen
- Councillor Nicole Jonic
- Councillor Marnie Doyle
- Councillor Andrew Fechner
- Councillor Kate Kunzelmann
- Councillor Russell Milligan

#### **5. FREQUENCY**

The Growth, Infrastructure and Waste Committee will meet on a schedule set in accordance with section 7.2.

#### 6. REPORTING

The Growth, Infrastructure and Waste Committee is required at each meeting to confirm the minutes of the previous meeting. To ensure transparency in decision making, the committee will provide a report of the decisions made to the following ordinary council meeting for adoption and noting (for matters made under delegated authority).

# **ANNEXURE 2– Governance and Transparency Committee**

#### **1. PURPOSE OF COMMITTEE**

The Governance and Transparency Committee has been established to demonstrate the ongoing commitment to a council that operates in a manner that is consistent with the principles of good governance and allow Councillors to be fully apprised of matters for the responsibility areas listed below.

#### 2. SCOPE AND LIMITATIONS

- a. This Committee deals with issues across Council's internal council services, such as budget development, long term financial planning, corporate risk, corporate planning, procurement, council meetings, executive support, property services and information, communication and technology.
- b. The main role of the committee is to:
  - i. Receive reports from the Chief Executive Officer and appropriately delegated officers;
  - ii. Consider the material in the reports from the Chief Executive Officer and appropriately delegated officers; and
  - iii. Formulate recommendations to the Ordinary Council meeting.
- c. This committee is charged with monitoring the activities of any convened advisory or special committees relating to the committee's responsibilities.

#### 3. RESPONSIBILITIES

#### **Responsibilities:**

- Policy formulation and review as it relates to matters below
- Provide sound and sustainable financial management and budgeting
- Provide integrated corporate planning and reporting
- Provide good governance and leadership
- Provide effective governance for comprehensive and meaningful community engagement

#### Services:

- Accounting, financial and business analysis functions and services
- Rating and Property Services
- Executive Support
- Council Meetings
- Corporate Planning, Reporting and Program/Project Governance
- Media and Communications
- Frameworks and guiding documents for community engagement processes
- Development, implementation and coordination of information, communication and technology (ICT) services
- Risk management and insurance services
- Corporate travel
- Right to Information and Information Privacy
- Probity
- Grant Management
- Procurement
- Human Resources (People and Culture)

• Internal Audit

#### 4. MEMBERSHIP

**Chairperson:** *Councillor Jacob Madsen* 

#### **Deputy Chairperson:**

Councillor Russell Milligan

#### Members:

- Mayor Teresa Harding
- Councillor Nicole Jonic
- Councillor Marnie Doyle
- Councillor Kate Kunzelmann

#### 5. FREQUENCY

The Governance and Transparency Committee will meet on a schedule set in accordance with section 7.2.

# ANNEXURE 3 – Community, Culture, Arts and Sport Committee

#### **1. PURPOSE OF COMMITTEE**

The Community, Culture, Arts and Sport Committee has been established to provide strategic direction on the community's priorities outlined in the responsibility areas listed below.

#### 2. SCOPE AND LIMITATIONS

- a. This committee has been established to deal with issues across council's range of outward facing services such as listed below. Its purpose includes customer service, libraries, community safety, community development, the arts, sport and recreation and, the delivery of a broad range of related learning, support and recreation programming.
- b. The main role of the committee is to:
  - i. Receive reports from the Chief Executive Officer and appropriately delegated officers;
  - ii. Consider the material in the reports from the Chief Executive Officer and appropriately delegated officers; and
  - iii. Formulate recommendations to the Ordinary Council meeting.
- c. This committee is charged with monitoring the activities of any convened advisory or special committees relating to the committee's responsibilities.

#### **3. RESPONSIBILITIES**

#### **Responsibilities:**

- Policy formulation and review as it relates to matters below
- Community development and capacity building
- Arts and cultural development and capacity building
- Sport and recreational development and capacity building
- Customer service and customer experience
- Libraries and integrated council services
- Ipswich Art Gallery, Civic Centre and other facilities
- Community Centres and other facilities
- Sport and recreational facilities, arrangements and partnerships

#### Services:

- Libraries and customer services (programing, partnerships, infrastructure planning, facility management, whole-of-council process management)
- Community Development (programing, partnerships, research, reporting, strategy and support)
- Community Funding and Support (funding and support program governance, management, acquittal, reporting and assistance)
- Home Assist (maintenance and modification)
- Community Facilities (infrastructure planning, programming, partnerships, services and support)
- Ipswich Art Gallery (programing, collection management, partnerships)
- Sport and Recreation (programing, partnerships, contract management, facility management, infrastructure planning)
- Community Safety (monitoring, partnerships, infrastructure planning, support)

#### 4. MEMBERSHIP

**Chairperson:** *Councillor Andrew Fechner* 

#### **Deputy Chairperson:**

Councillor Kate Kunzelmann

#### Members:

- Mayor Teresa Harding
- Councillor Nicole Jonic
- Councillor Jacob Madsen

#### 5. FREQUENCY

The Community, Culture, Arts and Sport Committee will meet on a schedule set in accordance with section 7.2.

# **ANNEXURE 4 – Economic and Industry Development Committee**

#### **1. PURPOSE OF COMMITTEE**

The Economic and Industry Development Committee has been established to provide direction on the responsibilities as outlined below.

#### 2. SCOPE AND LIMITATIONS

- a. This committee has been established to deal with Council's range of economic and workforce development matters such as employment, local business growth, investment attraction, industry coordination and major project advocacy across priority sectors of the region.
- b. The main role of the committee is to:
  - i. Receive reports from the Chief Executive Officer and appropriately delegated officers;
  - ii. Consider the material in the reports from the Chief Executive Officer and appropriately delegated officers; and
  - iii. Formulate recommendations to the Ordinary Council meeting.
- c. In addition to the above, the committee is charged with monitoring the activities of any convened advisory or special committees relating to the committee's responsibilities.

#### 3. RESPONSIBILITIES

#### **Responsibilities:**

- Policy formulation and review as it relates to matters below
- Local business growth
- Adapting to economic, industry and workforce disruption
- Key industry development
- Tourism and events
- Advocacy and promotion

#### Services:

- Economic Development (investment attraction, commercial promotion, business liaison, skills development, industry advocacy, business events, international delegations, research and reporting)
- Marketing and Promotions (content development, graphic design, advertising, digital, photography, videography, collateral and merchandise)
- Events (planning, venue and site management, staging, catering, and risk management and procedure)
- Destination development (destination marketing, industry development, event maximisation, visitor servicing, sales and wayfinding)

#### 4. MEMBERSHIP

**Chairperson:** *Councillor Nicole Jonic* 

# **Deputy Chairperson:**

Councillor Jacob Madsen

#### Members:

- Mayor Teresa Harding
- Councillor Andrew Fechner
- Councillor Kate Kunzelmann

#### 5. FREQUENCY

The Economic and Industry Development Committee will meet on a schedule set in accordance with section 7.2.

# **ANNEXURE 5 – Environment and Sustainability Committee**

#### **1. PURPOSE OF COMMITTEE**

The Environment and Sustainability Committee has been established to provide direction on the community's priorities as outlined below.

#### 2. SCOPE AND LIMITATIONS

- a. This committee has been established to deal with the management of natural areas, open spaces, waterways and floodplains, disaster management, maintenance of parks and open spaces as well as assets including the management and maintenance of Council's vehicle fleet including car, trucks and machinery.
- b. The main role of the committee is to:
  - i. Receive reports from the Chief Executive Officer and appropriately delegated officers;
  - ii. Consider the material in the reports from the Chief Executive Officer and appropriately delegated officers; and
  - iii. Formulate recommendations to the Ordinary Council meeting.
- c. In addition to the above, the committee is charged with monitoring the activities of any convened advisory or special committees relating to the committee's responsibilities.

#### **3. RESPONSIBILITIES**

#### **Responsibilities:**

- Policy formulation and review as it relates to matters below
- Conserve important areas of native habitat and vegetation
- Implement Ipswich Enviroplan
- Develop conservation partnerships with key community and government stakeholders
- Protect waterways, wetlands and floodplains
- Enhance urban greening
- Use resources efficiently and sustainably, including waste reduction, re-use and recycling
- Improve environmental awareness and education
- Cultural Heritage and Native Title values are recognized and managed in accordance with legislation
- Planning of the open space network
- Management, maintenance and operations services/activities to the whole of Council asset base

#### Services:

- Identifying, protecting and promoting places of cultural heritage significance and landscape value
- Management and maintenance of Council's vehicle fleet including car, trucks and machinery
- Maintenance of parks and open spaces
- Conservation Estate and Natural Area planning and management
- Waterway, wetland and floodplain management planning and management
- Stormwater Quality Offsets planning and delivery
- Disaster management planning

- Fire and Hazard Reduction planning and management
- Delivery of community activities such as tree planting days, Kids Go Wild, etc.

#### 4. MEMBERSHIP

#### **Chairperson:**

Councillor Russell Milligan

Deputy Chairperson:

Councillor Andrew Fechner

#### Members:

- Mayor Teresa Harding
- Councillor Jacob Madsen
- Councillor Kate Kunzelmann

#### 5. FREQUENCY

The Environment and Sustainability Committee will meet on a schedule set in accordance with section 7.2.

# **ANNEXURE 6 – Ipswich Central Redevelopment Committee**

## **1. PURPOSE OF COMMITTEE**

The Ipswich Central Redevelopment Committee enables Council to provide an appropriate and effective governance structure to oversee and manage the Ipswich Central Redevelopment Project within the constraints of the budget approved by whole of Council.

#### 2. SCOPE AND LIMITATIONS

- a. This committee provides the governance structure and strategic direction for the planning and delivery of the Ipswich Central Redevelopment Project ensuring that the strategic objectives of Council are delivered.
- b. The main role of the committee is to:
  - i. Receive reports from the Chief Executive Officer and appropriately delegated officers;
  - ii. Consider the material in the reports from the Chief Executive Officer and appropriately delegated officers; and
  - iii. Formulate recommendations to the Ordinary Council meeting.
- c. In addition to the above, the committee is charged with monitoring the activities of any convened advisory or special committees relating to the committee's responsibilities.

#### **3. RESPONSIBILITIES**

#### **Responsibilities:**

- Management of the Ipswich Central Redevelopment Project
- Oversee and guide the activities for the Ipswich Central retail and commercial assets and the precinct's future activation
- Ensure appropriate reporting and reviews are in place to provide confidence and transparency in the project's delivery and future operational success
- Identify any strategic program risks

#### 4. MEMBERSHIP

**Chairperson:** *Councillor Marnie Doyle* 

#### **Deputy Chairperson:**

Councillor Nicole Jonic

#### Members:

- Mayor Teresa Harding
- Councillor Kate Kunzelmann
- Councillor Russell Milligan

#### **5. FREQUENCY**

- a. The Ipswich Central Redevelopment Committee will meet on a schedule set in accordance with section 7.2.
- b. This committee may convene a special meeting in accordance with the provisions of section 254C of the *Local Government Regulation 2012* to ensure the scope of the committee is undertaken where time constraints apply.

Doc ID No: A7892984

ITEM: 17.2

FROM:

- RE: NOTICE OF MOTION PROPOSED AMENDMENT OF MEETING PROCEDURES POLICY
- DATE: 14 FEBRUARY 2022

This is a notice of motion submitted by Councillor Paul Tully concerning a proposed amendment to the Meeting Procedures Policy.

Councillor Paul Tully gave notice of his intention to move the following motion at the Council Meeting of 24 February 2022:

#### MOTION

- A. That Section 8.9 of Council's Meeting Procedures Policy be deleted and the following inserted in its place:
  - 8.9. Mayoral minute
  - 8.9.1 The Mayor may direct the attention of Council to a matter or subject by a minute signed by the Mayor, with prior notice in writing, in accordance with Section 9.1 of this Policy, on any matter or topic that is within the jurisdiction of the Council or of which the Council has official knowledge.
  - 8.9.2 A motion comprising the Mayoral Minute may be put by the Mayor without being seconded.
  - 8.9.3 If the motion comprising the Mayoral Minute is passed, the Mayoral Minute becomes a resolution of the local government.
  - 8.9.4 Amendments or variations to Mayoral Minutes, including foreshadowed motions or amendments, that are not inconsistent with the terms of the minute, are permitted.
- B. That section 8.3.1 of Council's Meeting Procedures Policy be amended to delete the words 'without notice'.

## BACKGROUND

For reference, the current wording for section 8.9 and 8.3.1 in Council's Meeting Procedures Policy is as follows:

# 8.9. Mayoral minute

- 8.9.1 The Mayor may direct the attention of Council to a matter or subject not on the agenda by a minute signed by the Mayor, without notice, on any matter or topic that is within the jurisdiction of the Council or of which the Council has official knowledge.
- 8.9.2 The Mayor must deliver a copy of the Mayoral Minute for an ordinary meeting of the local government to the Chief Executive Officer.
- 8.9.3 The Mayoral Minute shall, when introduced, take precedence over all business before, or to come before, the meeting of the local government.
- 8.9.4 A motion comprising the Mayoral Minute may be put by the Mayor without being seconded at any stage of the ordinary meeting considered appropriate by the Mayor.
- 8.9.5 If the motion comprising the Mayoral Minute is passed, the Mayoral Minute becomes a resolution of the local government.
- 8.9.6 Amendments or variations to Mayoral Minutes that are consistent with the intent of the terms of the minute are permitted, provided such amendments have the agreement of the Mayor.

#### 8.3. Notice and Agendas for meetings

8.3.1 The Agenda may contain:

- Notice of meeting
- Minutes of the previous meetings
- Business arising out of previous meetings
- Business which the Mayor wishes to have considered at that meeting without notice (Mayoral Minute)

Doc ID No: A7893082

ITEM: 17.3

FROM:

RE: NOTICE OF MOTION - PROPOSED ADDITIONAL SIGNALISED INTERESECTION ON SPRINGFIELD GREENBANK ARTERIAL ROAD

DATE: 14 FEBRUARY 2022

This is a notice of motion submitted by Councillor Paul Tully concerning the council resolution of proposed additional signalised intersection on Springfield Greenbank Arterial (SGA) between Eden Station Drive and the Brisbane to Springfield Central Railway Line Overpass at Springfield Central.

Councillor Paul Tully gave notice of his intention to move the following motion at the Council Meeting of 24 February 2022:

# MOTION

That, having regard to the relevant Mayoral Briefing Note dated 21 January 2022 and endorsed by the Chief Executive Officer on 31 January 2022, Council formally resolves not to support a proposed additional signalised intersection on Springfield Greenbank Arterial (SGA) between Eden Station Drive and the Brisbane to Springfield Central Railway Line Overpass at Springfield Central for the following reasons:

- (a) The proposed intersection does not comply with Council's standards and industry guidelines which identify a 400-metre minimum spacing on arterial roads such as SGA, to maintain efficient traffic movements;
- (b) The Master Area Development Plan (MADP) and Area Development Plan (ADP) for the area that includes the Springfield Central Stadium site (Development Area 22A) state that "A 'green bridge' providing pedestrian and public transport access from Springfield Greenbank Arterial to Springfield Central railway station may be considered in the future subject to construction funding being sourced and an appropriate left in/left out intersection configuration being designed (on the SGA) such that major roads are not impacted upon." As such, the proposed signalised intersection would not accord with current development master planning or development approvals;
- (c) The location of the proposed intersection would result in a spacing of approximately 300m to the existing Eden Station Drive intersection to the north and approximately 110m to the TMR multi-storey car park access intersection to the south, currently under construction;

- (d) The limited intersection separation would significantly impact on the efficiency and capacity of Council's arterial road network, which is likely to result in significant additional congestion and delays for motorists and increased requests and pressure on Council for future additional upgrades;
- (e) Traffic signal coordination alone would not manage the expected impacts to Council Road network;
- (f) The intersection would be located on a curve immediately north of the Springfield Central rail line overpass, significantly restricting available sight distance for approaching vehicles and pedestrians (below acceptable standards), resulting in both safety and operational issues;
- (g) The pathway on the eastern side of the SGA would need to be widened significantly to facilitate an appropriate connection between the TMR multi-storey carpark and the proposed signalised intersection, impacting upon the Centenary Motorway overpass eastern abutment and possibly on the Springfield Central rail line overpass eastern abutment;
- (h) The existing guardrail required to protect the columns for the Springfield Central rail line overpass bridge with the SGA centre median island would need to be removed, increasing the risk of vehicle impacts and damage to the bridge structure;
- Given the limited number of car parks that will remain in the QR car park on the western side of the SGA, it is not necessary or appropriate to introduce an additional sub-standard intersection onto Council's arterial road network to service the car park;
- (j) The existing signalised intersection of Eden Station Drive and the SGA facilitates satisfactory pedestrian access from Springfield Anglican College across the SGA to the Springfield Central railway station;
- (k) Pedestrian connection between Springfield Anglican College and the requested additional signalised intersection would be difficult given the grade difference at this location;
- (I) The signalised exit from the TMR multi-storey car park will facilitate pedestrian access across the SGA to Springfield Central rail station, with Council's SGA upgrade to include a widened shared use pathway within the western verge; and
- (m) Given the advanced state of the Council's detailed design for the SGA upgrade, it is anticipated that the inclusion of the additional signalised intersection would impact both the delivery time and project cost, with significant redesign (including utility service relocation plans) likely to be required.

Doc ID No: A7893099

ITEM: 17.4

FROM:

- RE: NOTICE OF MOTION ESTABLISHMENT OF MOTORSPORT PRECINCT ADVISORY GROUP
- DATE: 14 FEBRUARY 2022

This is a notice of motion submitted by Councillor Nicole Jonic concerning the establishment of a Motorsport Precinct Advisory Group.

Councillor Nicole Jonic gave notice of her intention to move the following motion at the Council Meeting of 24 February 2022:

### MOTION

- A. That Council establish a Motorsport Precinct Advisory Group to assist Council in reviewing/creating a Motorsport Precinct Master Plan.
- B. That Council nominate a Chairperson and Deputy Chairperson from its councillors.
- C. That membership be invited from current lease holders and permit holders and user groups along with any other members as agreed by the Motorsport Precinct Advisory Group.