

VML:MB
Vicki Lukritz
3810 6221

14 June 2018

Sir/Madam

Notice is hereby given that a Meeting of the **INFRASTRUCTURE AND EMERGENCY MANAGEMENT COMMITTEE** is to be held in the **Council Chambers** on the 2nd Floor of the Council Administration Building, 45 Roderick Street, Ipswich commencing at **8.30 am** on **Monday, 18 June 2018**.

| <u>MEMBERS OF THE INFRASTRUCTURE AND EMERGENCY MANAGEMENT COMMITTEE</u> | |
|--|---|
| Councillor Bromage (Chairperson) Councillor Silver (Deputy Chairperson) | Councillor Wendt (Acting Mayor) Councillor Morrison Councillor Ireland |

Yours faithfully

CHIEF EXECUTIVE OFFICER

INFRASTRUCTURE AND EMERGENCY MANAGEMENT COMMITTEE

AGENDA

8.30am on **Monday**, 18 June 2018

Council Chambers

| Item No. | Item Title | Officer |
|----------|---|---------|
| 1 | **Agreement with Queensland Fire and Emergency Services | PO(EM) |
| 2 | 2017–2018 Resurfacing Program | CFM |
| 3 | Infrastructure Delivery Progress as at 1 June 2018 | CFM |
| | | |

** Item includes confidential papers

INFRASTRUCTURE AND EMERGENCY MANAGEMENT COMMITTEE NO. 2018(06)

18 JUNE 2018

AGENDA

1. ****AGREEMENT WITH QUEENSLAND FIRE AND EMERGENCY SERVICES**

With reference to a report by the Principal Officer (Emergency Management) dated 4 May 2018 regarding a proposed contractual agreement with Queensland Fire and Emergency Services (QFES).

RECOMMENDATION

- A. That Council enter into a contractual agreement with Queensland Fire and Emergency Services as detailed in Attachment C to the report by the Principal Officer (Emergency Management) dated 4 May 2018.
 - B. That Council authorise the Chief Operating Officer (Works Park and Recreation) to finalise the contractual agreement to be executed by Council and to do any other acts necessary to implement Council's decision in accordance with section 13(3) of the *Local Government Act 2009*.
-

2. **2017–2018 RESURFACING PROGRAM**

With reference to a report by the Commercial Finance Manager dated 31 May 2018 concerning a proposed budget amendment in 2018–2019 for delivery of the remaining streets within Division 10, 2017–2018 Resurfacing Program.

RECOMMENDATION

That Council approve Option 1, complete Division 10 Part 2 Resurfacing program in 2018–2019, with the additional budget to undertake these works to be sought via a Budget Amendment in 2018–2019.

3. **INFRASTRUCTURE DELIVERY PROGRESS AS AT 1 JUNE 2018**

With reference to a report by the Commercial Finance Manager dated 4 June 2018 concerning the delivery of the 2017–2018 Infrastructure Services Capital Works Portfolio.

RECOMMENDATION

That the report be received and the contents noted.

** Item includes confidential papers

and any other items as considered necessary.

| | |
|--|------|
| Infrastructure and Emergency Management Committee | |
| Mtg Date: 18.06.18 | OAR: |
| Authorisation: Bryce Hines | |

MP:MP

H:\Departmental\Committee Reports\0518 MP Agreement for SES Controller Position.docx

4 May 2018

MEMORANDUM

TO: ACTING SPORT RECREATION AND NATURAL RESOURCES MANAGER

FROM: PRINCIPAL OFFICER (EMERGENCY MANAGEMENT)

RE: AGREEMENT WITH QUEENSLAND FIRE & EMERGENCY SERVICES

INTRODUCTION:

This is a report by the Principal Officer (Emergency Management) dated 4 May 2018 regarding a proposed contractual agreement with Queensland Fire and Emergency Services (QFES).

BACKGROUND

At the Infrastructure and Emergency Management Committee No. 2017(03) of 27 November 2017 and Council Ordinary Meeting of 5 December 2017, Council resolved to provide annual funding up to the value of \$90,000 to support Queensland Fire and Emergency Services (QFES) in recruiting and retaining a suitable City of Ipswich State Emergency Service Local Controller (Attachment A).

Following this resolution, at the Infrastructure and Emergency Management Committee No. 2018(02) of 19 February 2018 and Council Ordinary Meeting of 27 February 2018, Council resolved that a pilot program will be undertaken over a 3 year period underpinned by a Memorandum of Understanding (MOU) for the management services of the Ipswich City SES Unit to support mutually beneficial outcomes and clearly defined expectations, roles and responsibilities. (Attachment B)

AGREEMENT:

QFES advised Council on the 12 March 2018, that they would be seeking a contractual agreement in place of a memorandum of understanding. On the 19 April 2018 QFES provided an initial draft contractual agreement to Council. Further negotiations, including Council legal review have occurred and an agreement finalised. (Attachment C).

The Chief Operating Officer, Works, Parks and Recreation Department, has a Level 7 financial delegation under Local Government Regulation 2012. The value over the life of the contract is estimated at \$285,000. This is well within the parameters of a Level 7 delegation.

Section 235(f) of the Local Government Regulation 2012 provides a local government may enter into a medium-sized-contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if— the contract is made with, or under an arrangement with, a government agency. QFES meets the definition of a government agency under Schedule 8 of the regulation.



CONSULTATION:

Consultation has occurred with the Acting Chairperson and Deputy Chairpersons of the Local Disaster Management Group. This includes the Acting Mayor, Chair of Infrastructure and Emergency Management, and Division 1 Councillor.


CONCLUSION:

The funding and acceptance of an arrangement with Queensland Fire and Emergency Services regarding the management of the Ipswich City SES Unit has been accepted through prior resolutions of Council. The change from a memorandum of understanding to a contractual agreement does not alter this intent.

ATTACHMENT:

| Name of Attachment | Attachment |
|---|---|
| Infrastructure and Emergency Management Committee (27 Nov 2017) Report – Honorarium for SES Local Controller |  Attachment A |
| Infrastructure and Emergency Management Committee (19 February 2018) Report – Queensland Fire and Emergency Services, Memorandum of Understanding |  Attachment B |

CONFIDENTIAL BACKGROUND PAPERS:

| Name of Attachment | Attachment |
|--|---|
| Contractual Agreement with Queensland Fire and Emergency Services for the Provision of a Local Controller. |  Attachment C |

RECOMMENDATIONS:

- A. That Council enter into a contractual agreement with Queensland Fire and Emergency Services as detailed in Attachment C to the report by the Principal Officer (Emergency Management) dated 4 May 2018.

- B. That Council authorise the Chief Operating Officer (Works Park and Recreation) to finalise the contractual agreement to be executed by Council and to do any other acts necessary to implement Council's decision in accordance with section 13(3) of the *Local Government Act 2009*.

Matthew Pinder
PRINCIPAL OFFICER (EMERGENCY MANAGEMENT)

I concur with the recommendation contained in this report.

Kaye Cavanagh
ACTING SPORT RECREATION AND NATURAL RESOURCES MANAGER

I concur with the recommendation contained in this report.
Bryce Hines
ACTING CHIEF OPERATING OFFICER (WORKS, PARKS AND RECREATION)

| | |
|--|----------|
| Infrastructure and Emergency Management Committee | |
| Date: 27.11.17 | OAR: Yes |
| Authorisation: Bryce Hines | |

MJP:MJP

H:\Departmental\Committee Reports\1711 MP IEM SES Local Controller.docx

6 November 2017

MEMORANDUM

TO: ACTING SPORT RECREATION AND NATURAL RESOURCES MANAGER

FROM: PRINCIPAL OFFICER (EMERGENCY MANAGEMENT)

RE: HONORARIUM FOR SES LOCAL CONTROLLER

INTRODUCTION:

This is a report by the Principal Officer (Emergency Management) dated 6 November 2017 concerning the role of SES Local Controller for the Ipswich City State Emergency Service (SES) Unit.

BACKGROUND:

The SES is a statutory body established under the *Fire and Emergency Services Act 1990*. Council provides resources and funding as a means to meet its obligations under the Disaster Management Act 2003 in terms of a response capability. Queensland Fire and Emergency Services (QFES) has carriage of the day to day operations, management and personnel matters related to the SES. This function is carried out by the (SES) Local Controller who is an independent statutory appointment.

Currently the Principal Officer (Emergency Management) is appointed to the role of Local Controller. This arrangement regarding the dual appointment has the potential to lead to a conflict of interest. The internal audit report states:

Audit considers that the dual role is somewhat convoluted in its current guise because of the conflicting codes of conduct, policies and doctrines of the two entities. For example, when the SES is stood up to activate, the Local Controller in the role of a volunteer may be expected to front the media, however, Council's Employee Code of Conduct has restrictions around making comments on Council related business.

Similarly, the Local Controller of the SES is unable to impose Council's Employee Code of Conduct upon SES volunteers who are not Council employees irrespective of them using Council assets and other Council resources.

The Local Controller also has to deal with alleged breaches of the QFES Code of Conduct from the public and from SES volunteers and any investigations arising from such allegations are usually conducted during Council time, again using Council resources.

The role of the Principal Officer (Emergency Management) during an emergency event is to assist Council to discharge its obligations pursuant to the *Disaster Management Act 2003*. At the same time however the Local Controller is expected to manage and coordinate all SES response for the City of Ipswich. The dual appointment presents an obvious risk when responding to emergency events.

Council invests significant capital and operating expenditure into the Ipswich City SES Unit to support the community following disaster events and in recognition of the vital activities that SES volunteers undertake. To ensure that the Council's resources are appropriately safeguarded and the community has access to a capable and supported voluntary emergency service, it would not be feasible for an individual to undertake this in a pure honorary capacity.

The payment of an annual honorarium to an individual, who is not a Council employee to undertake the role of Local Controller has significant merit. The actual nomination and later appointment of the Local Controller is prescribed in legislation and QFES policy and procedure. Accordingly it is outside the scope of this report. Council Officers are involved in this process, including the annual performance reviews.

BUDGET IMPACT:

In consideration of the role, its responsibilities and comparison to other local government areas a total cost of \$70,000 - \$90,000 is anticipated. This would be funded from within the existing departmental budget.

CONSULTATION:

The Chair of the Infrastructure and Emergency Management Committee has been consulted in regards to this report.

CONCLUSION:

Council values and appreciates the significant work of the SES within the greater Ipswich community. This appreciation is in the form of funding, resources and support. To assist in managing Council assets and to ensure good relationship with the Local Controller, the payment of an honorarium is warranted.

RECOMMENDATION:

- A. That Council advise the Queensland Fire and Emergency Services that its preference is that the City of Ipswich State Emergency Service Unit Local Controller not be a Council Employee.

Amended at Infrastructure and Emergency Management Committee No. 2017(03) of 27 November 2017. cd

- B. That Council provide ~~an~~ annual honorarium funding up to the value of \$90,000.00 to support the Queensland Fire and Emergency Services in recruiting and retaining a suitable City of Ipswich State Emergency Service Local Controller.
- C. That the Chief Operating Officer (Works, Parks and Recreation) be authorised to finalise the necessary arrangements with Queensland Fire and Emergency Services.

Matthew Pinder
PRINCIPAL OFFICER (EMERGENCY MANAGEMENT)

I concur with the recommendations contained in this report

Kaye Cavanagh
ACTING SPORT RECREATION AND NATURAL RESOURCES MANAGER

I concur with the recommendations contained in this report

Bryce Hines
ACTING CHIEF OPERATING OFFICER (WORKS, PARKS AND RECREATION)

| | |
|--|------|
| Infrastructure and Emergency Management Committee | |
| Mtg Date: 19.02.18 | OAR: |
| Authorisation: Bryce Hines | |

MP:MP

H:\Departmental\Committee Reports\0102 MP Report regarding SES MOU.docx

1 February 2018

MEMORANDUM

TO: ACTING SPORT RECREATION AND NATURAL RESOURCES MANAGER

FROM: PRINCIPAL OFFICER (EMERGENCY MANAGEMENT)

RE: MEMORANDUM OF UNDERSTANDING – QUEENSLAND FIRE & EMERGENCY SERVICES

INTRODUCTION:

This is a report by the Principal Officer (Emergency Management) dated 1 February 2018 concerning a proposed Memorandum of Understanding with Queensland Fire and Emergency Services (QFES).

BACKGROUND:

At the Infrastructure and Emergency Management Committee No. 2017(03) of 27 November 2017 and Council Ordinary Meeting of 5 December 2017, Council resolved to provide annual funding up to the value of \$90,000 to support Queensland Fire and Emergency Services (QFES) in recruiting and retaining a suitable City of Ipswich State Emergency Service Local Controller (Attachment A).

Subsequent engagement with QFES has determined that the most effective means of recruitment, and to ensure an effective response capability, is for the SES Local Controller to be an employee of QFES and not Council.

A pilot program will be undertaken over a 3 year period underpinned by a Memorandum of Understanding (MOU) for the management services of the Ipswich City SES Unit to support mutually beneficial outcomes and clearly defined expectations, roles and responsibilities.

The benefits of establishing an MOU is that it will assist with managing expectations, allow Council to engage in the setting of priorities and entrench a strong collaborative partnership model.

MEMORANDUM OF UNDERSTANDING OVERVIEW:

The Memorandum of Understanding will set out the arrangements related to the management services including:

- Roles and responsibilities
- Recruitment process and employment arrangements
- Engagement and reporting
- Delivery outcomes

A schedule of the Aims and Objectives is provided in Attachment B.

It is expected that the SES Local Controller will work closely with Council’s Principal Officer (Emergency Management) to ensure delivery of a response capability and community resilience.

CONSULTATION:



Consultation has occurred with the Chairperson and Deputy Chairpersons of the Local Disaster Management Group. This includes the Mayor, Deputy Mayor, Chair of Infrastructure and Emergency Management, and Division 1 Councillor.

CONCLUSION:

Following Council’s endorsement to provide annual funding for the employment of a SES Local Controller in Ipswich, further consultation has been undertaken with QFES to identify the most efficient recruitment option. It is proposed that the SES Local Controller be an employee of QFES under an agreed arrangement with Ipswich City Council.

A Memorandum of Understanding will provide the necessary clarity and rigour to support the implementation of the annual funding to Queensland Fire and Emergency Services, outlining the expectations, roles and responsibilities of both parties.

ATTACHMENT:

| Name of Attachment | Attachment |
|--|---|
| Infrastructure and Emergency Management Committee (27 Nov 2017) Report – Honorarium for SES Local Controller |  Attachment A |
| Schedule of Aims and Objectives |  Attachment B |

RECOMMENDATIONS:

Amended at IS Ctee No. 2018(02) of 19.02.18

A. That Council enter into a Memorandum of Understanding with Queensland Fire and Emergency Services, based on the proposed Schedule of Aims and Objectives, as detailed in Attachment B to the report by the Principal Officer (Emergency Management) dated 1 February 2018.

B. That Council authorise the Chief ~~Operating Officer (Works, Parks and Recreation)~~Executive Officer to negotiate ~~and finalise~~ the terms of the Memorandum of Understanding with Queensland Fire and Emergency Services, to be executed by Council and to do any other acts necessary to implement Council's decision in accordance with section 13(3) of the *Local Government Act 2009*.

~~B.C.~~ That the final form of the Memorandum of Understanding be submitted to Council for final approval.

Matthew Pinder

PRINCIPAL OFFICER (EMERGENCY MANAGEMENT)

I concur with the recommendation contained in this report.

Kaye Cavanagh

ACTING SPORT RECREATION AND NATURAL RESOURCES MANAGER

I concur with the recommendation contained in this report.

Bryce Hines

ACTING CHIEF OPERATING OFFICER (WORKS, PARKS AND RECREATION)

| | |
|--|----------|
| Infrastructure and Emergency Management Committee | |
| Date: 27.11.17 | OAR: Yes |
| Authorisation: Bryce Hines | |

MJP:MJP

H:\Departmental\Committee Reports\1711 MP IEM SES Local Controller.docx

6 November 2017

MEMORANDUM

TO: ACTING SPORT RECREATION AND NATURAL RESOURCES MANAGER

FROM: PRINCIPAL OFFICER (EMERGENCY MANAGEMENT)

RE: HONORARIUM FOR SES LOCAL CONTROLLER

INTRODUCTION:

This is a report by the Principal Officer (Emergency Management) dated 6 November 2017 concerning the role of SES Local Controller for the Ipswich City State Emergency Service (SES) Unit.

BACKGROUND:

The SES is a statutory body established under the *Fire and Emergency Services Act 1990*. Council provides resources and funding as a means to meet its obligations under the Disaster Management Act 2003 in terms of a response capability. Queensland Fire and Emergency Services (QFES) has carriage of the day to day operations, management and personnel matters related to the SES. This function is carried out by the (SES) Local Controller who is an independent statutory appointment.

Currently the Principal Officer (Emergency Management) is appointed to the role of Local Controller. This arrangement regarding the dual appointment has the potential to lead to a conflict of interest. The internal audit report states:

Audit considers that the dual role is somewhat convoluted in its current guise because of the conflicting codes of conduct, policies and doctrines of the two entities. For example, when the SES is stood up to activate, the Local Controller in the role of a volunteer may be expected to front the media, however, Council's Employee Code of Conduct has restrictions around making comments on Council related business.

Similarly, the Local Controller of the SES is unable to impose Council's Employee Code of Conduct upon SES volunteers who are not Council employees irrespective of them using Council assets and other Council resources.

The Local Controller also has to deal with alleged breaches of the QFES Code of Conduct from the public and from SES volunteers and any investigations arising from such allegations are usually conducted during Council time, again using Council resources.

The role of the Principal Officer (Emergency Management) during an emergency event is to assist Council to discharge its obligations pursuant to the *Disaster Management Act 2003*. At the same time however the Local Controller is expected to manage and coordinate all SES response for the City of Ipswich. The dual appointment presents an obvious risk when responding to emergency events.

Council invests significant capital and operating expenditure into the Ipswich City SES Unit to support the community following disaster events and in recognition of the vital activities that SES volunteers undertake. To ensure that the Council's resources are appropriately safeguarded and the community has access to a capable and supported voluntary emergency service, it would not be feasible for an individual to undertake this in a pure honorary capacity.

The payment of an annual honorarium to an individual, who is not a Council employee to undertake the role of Local Controller has significant merit. The actual nomination and later appointment of the Local Controller is prescribed in legislation and QFES policy and procedure. Accordingly it is outside the scope of this report. Council Officers are involved in this process, including the annual performance reviews.

BUDGET IMPACT:

In consideration of the role, its responsibilities and comparison to other local government areas a total cost of \$70,000 - \$90,000 is anticipated. This would be funded from within the existing departmental budget.

CONSULTATION:

The Chair of the Infrastructure and Emergency Management Committee has been consulted in regards to this report.

CONCLUSION:

Council values and appreciates the significant work of the SES within the greater Ipswich community. This appreciation is in the form of funding, resources and support. To assist in managing Council assets and to ensure good relationship with the Local Controller, the payment of an honorarium is warranted.

RECOMMENDATION:

- A. That Council advise the Queensland Fire and Emergency Services that its preference is that the City of Ipswich State Emergency Service Unit Local Controller not be a Council Employee.

Amended at Infrastructure and Emergency Management Committee No. 2017(03) of 27 November 2017. cd

- B. That Council provide ~~an~~ annual honorarium funding up to the value of \$90,000.00 to support the Queensland Fire and Emergency Services in recruiting and retaining a suitable City of Ipswich State Emergency Service Local Controller.
- C. That the Chief Operating Officer (Works, Parks and Recreation) be authorised to finalise the necessary arrangements with Queensland Fire and Emergency Services.

Matthew Pinder
PRINCIPAL OFFICER (EMERGENCY MANAGEMENT)

I concur with the recommendations contained in this report

Kaye Cavanagh
ACTING SPORT RECREATION AND NATURAL RESOURCES MANAGER

I concur with the recommendations contained in this report

Bryce Hines
ACTING CHIEF OPERATING OFFICER (WORKS, PARKS AND RECREATION)

ATTACHMENT 1
SCHEDULE OF AIMS AND OBJECTIVES

Aim:

To formalise relationship between Council and Queensland Fire and Emergency Services (QFES) in relation to the establishment of the provision of management services as a 3 year pilot program.

Objectives

1. Establish the roles and responsibilities of Council and QFES.
2. Define management services as the employment of an individual by Queensland Fire and Emergency Services to undertake the role of SES Local Controller, Ipswich City SES Unit.
3. Establish the recruitment and appointment process which will occur subject to the conditions of employment, policies and procedures of QFES.
4. Provide Council with a means to participate as panel member for the recruitment of the position and their annual performance review.
5. Define the reporting relationship between Council, QFES and the SES Local Controller.
6. Define the duties of the SES Local Controller.
7. Provide a resolution process for disputes.

| | |
|--|----------|
| Infrastructure and Emergency Management Committee | |
| Mtg Date: 18.06.18 | OAR: YES |
| Authorisation: Charlie Dill | |

31 May 2018

MEMORANDUM

TO: CHIEF OPERATING OFFICER (INFRASTRUCTURE SERVICES)

FROM: COMMERCIAL FINANCE MANAGER

RE: 2017-2018 RESURFACING PROGRAM

INTRODUCTION:

This is a report by the Commercial Finance Manager dated 31 May 2018 concerning a proposed budget amendment in 2018-2019 for delivery of the remaining streets within Division 10, 2017-2018 Resurfacing Program.

BACKGROUND:

As part of the 2017-2018 IS Capital Works Portfolio, \$9,222,000.00 was allocated for the delivery of the Resurfacing Program across the 10 Council Divisions. A breakdown of budget by Division is outlined in Table 1 below. Table 1 excludes any projects brought forward from 2018-2019 for R2R Strategy 1.

During the scoping of works for all site, it was identified that the site conditions of some streets had deteriorated since the Works, Parks and Recreation Department had the previous condition reports undertaken. This has resulted in higher costs for the appropriate pavement correction to be applied to these streets prior to sealing. This was more prevalent in Division 10. Table 1 outlines the forecast final cost of the resurfacing program by Division compared to their original budget.

TABLE 1 – 2017-2018 Resurfacing Program by Division

| <u>Project</u> | <u>Budget</u> | <u>Forecast Final Cost*</u> | <u>Variance</u> | <u>Notes</u> |
|-------------------------|--------------------|-----------------------------|--------------------|---|
| Resurfacing Division 1 | \$292,000 | \$650,000 | -\$358,000 | Not yet complete |
| Resurfacing Division 2 | \$675,000 | \$826,964 | -\$151,964 | Not yet complete |
| Resurfacing Division 3 | \$979,000 | \$1,120,000 | -\$141,000 | In progress |
| Resurfacing Division 4 | \$1,337,000 | \$1,702,423 | -\$365,423 | In progress |
| Resurfacing Division 5 | \$1,018,000 | \$996,762 | \$21,238 | In progress |
| Resurfacing Division 6 | \$745,000 | \$910,000 | -\$165,000 | In progress |
| Resurfacing Division 7 | \$971,000 | \$1,120,110 | -\$149,110 | One street remaining |
| Resurfacing Division 8 | \$674,000 | \$767,168 | -\$93,168 | One street remaining |
| Resurfacing Division 9 | \$71,000 | \$62,487 | \$8,513 | Complete |
| Resurfacing Division 10 | \$2,460,000 | \$3,464,000 | \$1,004,000 | Streets packaged in two parts, Part 1 complete. Part 2 has insufficient budget to complete. |
| Total | \$9,222,000 | \$11,619,914 | \$2,397,914 | |

*Forecast Final Cost is based on actual costs or quoted prices.

IS CAPITAL WORKS PORTFOLIO:

After review of the current financial position of the IS Capital Works Portfolio, IS can fund all resurfacing works within Divisions 1 to 9 and Part 1 of Division 10 from the 2017-2018 Capital Works Portfolio Budget. Refer to Table 2 below for the revised 2017-2018 resurfacing program.

TABLE 2 – 2017-2018 Resurfacing Program by Division

| <u>Project</u> | <u>Budget</u> | <u>Forecast Final Cost*</u> | <u>Variance</u> | <u>Notes</u> |
|----------------------------------|--------------------|-----------------------------|-----------------------|----------------------|
| Resurfacing Division 1 | \$292,000 | \$650,000 | -\$358,000 | Not yet complete |
| Resurfacing Division 2 | \$675,000 | \$826,964 | -\$151,964 | Not yet complete |
| Resurfacing Division 3 | \$979,000 | \$1,120,000 | -\$141,000 | In progress |
| Resurfacing Division 4 | \$1,337,000 | \$1,702,423 | -\$365,423 | In progress |
| Resurfacing Division 5 | \$1,018,000 | \$996,762 | \$21,238 | In progress |
| Resurfacing Division 6 | \$745,000 | \$910,000 | -\$165,000 | In progress |
| Resurfacing Division 7 | \$971,000 | \$1,120,110 | -\$149,110 | One street remaining |
| Resurfacing Division 8 | \$674,000 | \$767,168 | -\$93,168 | One street remaining |
| Resurfacing Division 9 | \$71,000 | \$62,487 | \$8,513 | Complete |
| Resurfacing Division 10 - Part 1 | \$2,460,000 | \$2,079,727 | \$380,273 | Part 1 complete. |
| Total | \$9,222,000 | \$10,235,641 | -\$1,013,641** | |

*Forecast Final Cost is based on actual costs or quoted prices.

**The variance of \$1,013,641 will be funded within the 2017-2018 Capital Portfolio.

The forecast cost to complete Division 10 Part 2 is approximately \$1,385,000. It has already been identified and communicated with the Divisional Councillor that Division 10 Part 2 will not be delivered this financial year. The Councillor was accepting of this provided these projects were priority projects in 2018-2019.

OPTIONS

Infrastructure Services Department propose the following three (3) options:

Option 1:

Council provides additional funds in 2018-2019, via a budget amendment, to the value of \$1,385,000.00 to complete Division 10 Part 2 in 2018-2019.

Option 2:

Division 10 Part 2 is included in the Capital Works Portfolio for delivery in 2018-2019 with already proposed 2018-2019 works being deferred to 2019-2020.

Note, for Option 2 this will likely result in further pavement deterioration of these streets which would result in higher costs to correct or rehabilitate.

RECOMMENDATION:

That Council approve Option 1, complete Division 10 Part 2 Resurfacing program in 2018-2019, with the additional budget to undertake these works to be sought via a Budget Amendment in 2018-2019.

David Hillman

COMMERCIAL FINANCE MANAGER

I concur with the recommendation/s contained in this report.

Charlie Dill

CHIEF OPERATING OFFICER (INFRASTRUCTURE SERVICES)

| | |
|--|----------|
| Infrastructure and Emergency Management Committee | |
| Mtg Date: 18.06.18 | OAR: YES |
| Authorisation: Charlie Dill | |

4 June 2018

MEMORANDUM

TO: CHIEF OPERATING OFFICER (INFRASTRUCTURE SERVICES)

FROM: COMMERCIAL FINANCE MANAGER

RE: INFRASTRUCTURE DELIVERY PROGRESS AS AT 1 JUNE 2018

INTRODUCTION:

This is a report by the Commercial Finance Manager dated 4 June 2018 concerning the delivery of the 2017-2018 Infrastructure Services Capital Works Portfolio.

BACKGROUND:

The Infrastructure Services (IS) Department is responsible for the planning and delivery of the city's transport and municipal capital infrastructure. The Infrastructure Services Monthly Activity Report (Attachment A) is for the month of May as of 1 June 2018.

CONCLUSION:

The Infrastructure Services Monthly Activity Report provides a status on the delivery of the Capital Works Portfolio, progress update on key capital projects and community affairs.

ATTACHMENT:

| | |
|--|--------------|
| Name of Attachment | Attachment |
| Infrastructure Services Monthly Activity Report - May 2018 | Attachment A |

RECOMMENDATION:

That the report be received and the contents noted.

David Hillman
COMMERCIAL FINANCE MANAGER

I concur with the recommendation/s contained in this report.

Charlie Dill
CHIEF OPERATING OFFICER (INFRASTRUCTURE SERVICES)



Infrastructure Services

Monthly Activity Report
May 2018
Presented by Charlie Dill





Table of Contents

| | |
|---|----------|
| Introduction | 3 |
| Capital Portfolio | 4 |
| Progress Summary | 4 |
| Cost Summary | 4 |
| Planning | 5 |
| Community | 7 |
| Opening/Media Events | 7 |
| Media Releases/Articles Published | 7 |
| Schedule | 8 |
| Key Capital Project Updates..... | 8 |

Glossary of Terms

| Term / Acronym | Description |
|----------------|---|
| CO | Financial carry-over from previous financial year |
| EOFY | End of Financial Year |
| FFC | Forecast Final Cost |
| FY | Financial Year |
| FYTD | Financial Year to Date |
| IS | Infrastructure Services Department |

Introduction

Council's Department of Infrastructure Services (IS) is the lead service provider in the Ipswich community for the planning and delivery of the city's transport and municipal capital infrastructure. This includes Strategic Transport and Investment Planning, Program Development, Traffic Engineering & Road Safety Advice, Program Management, Design and Survey, Procurement, Project Management and Construction.

The IS Department's activities are delivered through its four (4) Branches:

- Infrastructure Planning, comprising of:
 - Transport Planning
 - Infrastructure Planning
 - Management of Customer Service Requests related to transport, traffic and local drainage
 - Manage and operate the traffic signal network and intelligent transport systems
- Program Management & Technical Services, comprising of:
 - Program Management and Coordination Section (Pre-Tender Management)
 - Technical Services Section (Design, Survey, Geotech)
- Construction, comprising of:
 - Transport Delivery
 - Municipal Works Delivery (Open Space, Drainage, Facilities, Divisional works)
- Business Support
 - Cost Management
 - Procurement
 - Performance and Control

This monthly activity report, dated 1 June 2018, provides a status of Infrastructure Services key activities for the 2017-2018 Infrastructure Services Capital Works Portfolio.

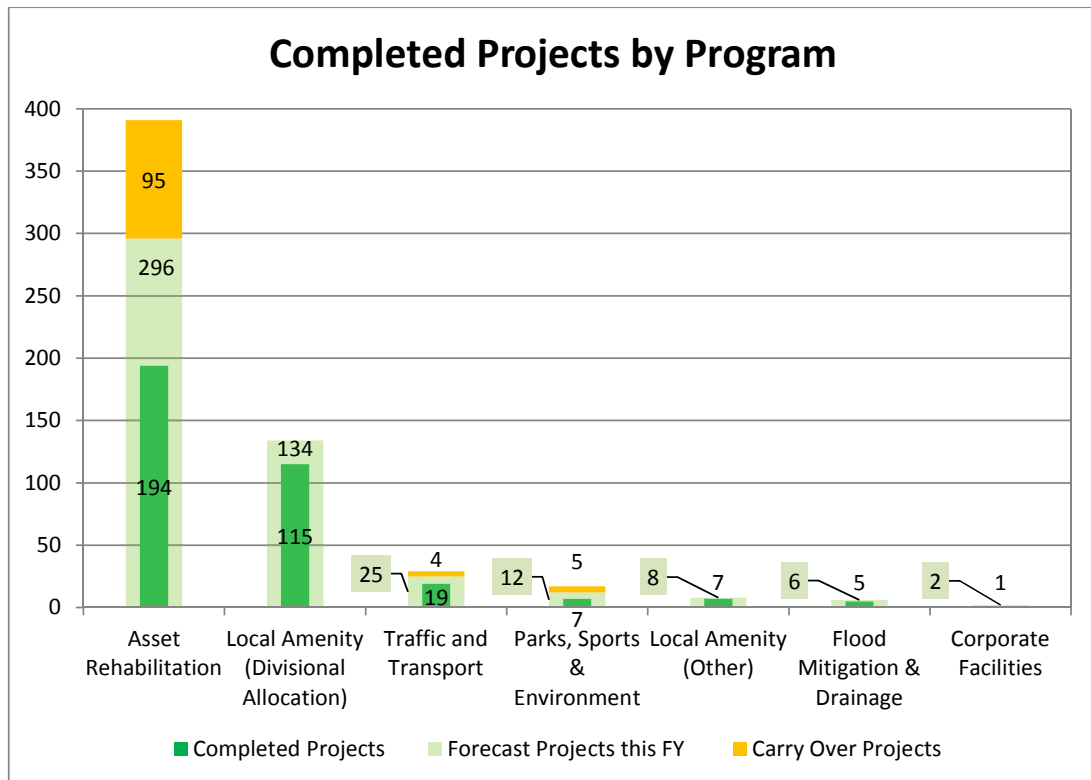
“Trusted Advisor to Council for Infrastructure Planning, Design and Delivery”

Capital Portfolio

Progress Summary

The 2017-2018 Portfolio performed well against the Master Schedule for the period. IS has completed 344 projects to date this financial year out of approximately 587 construction projects. It should be noted that this includes 285 reseal and rehab road projects of which there are 158 reseal projects remaining to be completed.

Current forecast indicate that there are 30 'construction and rehabilitation' projects to carry over into 2018-2019 FY and 74 reseal projects. The increase in carry over for the reseal projects is a result of excessively cold weather in May and June, as such these projects have been rescheduled to September 2018.



Cost Summary

The Budget Amendment BAv3 was adopted in May 2018 and the 'IS Deliverable' Budget has increased by \$1.42 million to \$83.01 million. The increase is due to the incorporation of external funding contributions, bringing forward budget for the Limestone Detention Basin project and increase in Divisional funds to match committed Divisional projects in 2017-2018.

Planning

The recommended actions outlined in iGO continue to be progressed; including strategy and policy development, investment and corridor planning, grant applications, project scoping and feasibility and provision of transport and traffic advice.

Norman Street Bridge Preliminary Business Case – In Progress (iGO Action R9). The Preliminary Business Case to “Address Congestion, Cross River Connectivity and Network Resilience in the Ipswich City Centre” has commenced. The options prioritisation workshop to prioritise the options identified in the Strategic Business Case is complete. The high priority options have undergone assessment and two options have been identified to undergo further technical analysis as part of the Preliminary Business Case. A risk assessment workshop on the preferred options was held with the Stakeholder Working Group on 17 May 2018.

10 Year Transport Infrastructure Investment Plan (10 Year TIIP) – In Progress (iGO Action D8). The 10 Year TIIP provides intelligence for logical and effective program management and the delivery of major transport projects including effective planning, design, procurement, pre-construction and construction processes. The annual revision of the plan has commenced and will be further consulted on with Council’s Executive Team prior to being reported to Council via the Infrastructure and Emergency Management Committee.

Springfield Parkway Planning Study – In progress (iGO Action R2).). A road corridor planning study for the upgrade of Springfield Parkway between Old Logan Road and the Centenary Highway to four (4) lanes. A workshop to discuss and identify the preferred road alignment and configuration has been completed and the concept plans of the preferred option are now being developed.


Goodna Roundabout Planning Study – In progress (iGO Action R2). Project analyses potential short to long term upgrade options which improve the intersection’s traffic operations during peak hours (queuing and delays) and improves pedestrian safety and mobility when crossing approach roads of the intersection. Consultation with the Divisional Councillor will occur early in 2018-2019.

iGO Public Transport Advocacy & Action Plan – In progress (iGO Action PT7). This project will identify short, medium and long term improvements to the future public transport system and advocacy strategies. A Project Advisory Group meeting was held on 9 April 2018 to discuss the plan’s draft actions. The document is now being prepared and will be circulated for internal officer comments in the coming months.

iGO Parking Pricing Strategy – Commencement pending for 2018 -2019 (iGO Action P6). The project will identify short, medium and long term pricing actions; technologies, zones, pricing models, etc. to effectively manage short and long stay parking arrangement in the Ipswich City Centre.

iGO Active Transport Action Plan Implementation – In progress (iGO ATAP Action 1.1, 1.2 and 2.2). Concept planning of the 2018-2019 projects is in progress.

TMR Cycle Network Local Government Grants – In progress (iGO ATAP Action 1.3). Successful applications will be announced on 1 July 2018.



iGO Active Transport Way Finding Strategy – Commenced (iGO Action AT5 and iGO ATAP Action 6.1). Project involves the development of an active transport signage strategy and signage design guide. Development of the strategy and design manual is currently in progress.

DTMR Ipswich CBD Public Transport Study – In Progress. Project is a joint study between the Department of Transport and Main Roads and Council which will determine current and future public transport demands and infrastructure requirements within the Ipswich Central Business District. The second Technical Working Group was held in May and the final report is currently being drafted.

iGO Intelligent Transport Systems Action Plan – Commenced (iGO Action R5). Project involves the development of a strategic plan for road based technologies. The first draft of the report is currently being prepared, with the final report expected by the end of August 2018.

Deebing Creek Bikeway Corridor Plan – Commenced (iGO Action AT9 and iGO ATAP Action 1.4). A bikeway corridor planning study for Deebing Creek between Carr St (Ipswich) and the Cunningham Highway (Yamanto/ Flinders View) further building upon the work completed in the WPR & IS Deebing Creek Corridor Plan. Preparation of high level concept plans has commenced.

2017-2018 Strategic Intersection Counts – Commenced (iGO Action TDM4). Council monitor traffic volumes at key intersections within the Ipswich LGA to inform transport planning, traffic operations and development control activities. Procurement of a consultant has been completed and the program took place on 31 May 2018 at 61 intersections across Ipswich.

2017-2018 Strategic Pedestrian and Cycle Counts – Commenced (iGO Action TDM4). Council have developed a strategic pedestrian and cycle count program to record pedestrian and cycle volumes in key locations across Ipswich to assist with monitoring the implementation success of projects generated by the iGO Active Transport Action Plan.

Community

- Land acquisition negotiations are ongoing for the following projects:
 - Old Toowoomba Road.
- Ongoing consultation efforts to support the following projects:
 - Sandra Nolan Drainage Channel
 - Brisbane Street Interim Upgrade
 - Old Toowoomba Road
 - Goodna Creek Bikeway
 - Springfield Library
 - Rosewood Library
 - Resurfacing works across the City
 - Hunter Street
 - Consultation planning for: Redbank Plains Road Stage 3, Cole Street and Brisbane Road.

Opening/Media Events

The Redbank Plains Community Centre was officially opened on Wednesday 23 May 2018.



Media Releases/Articles Published

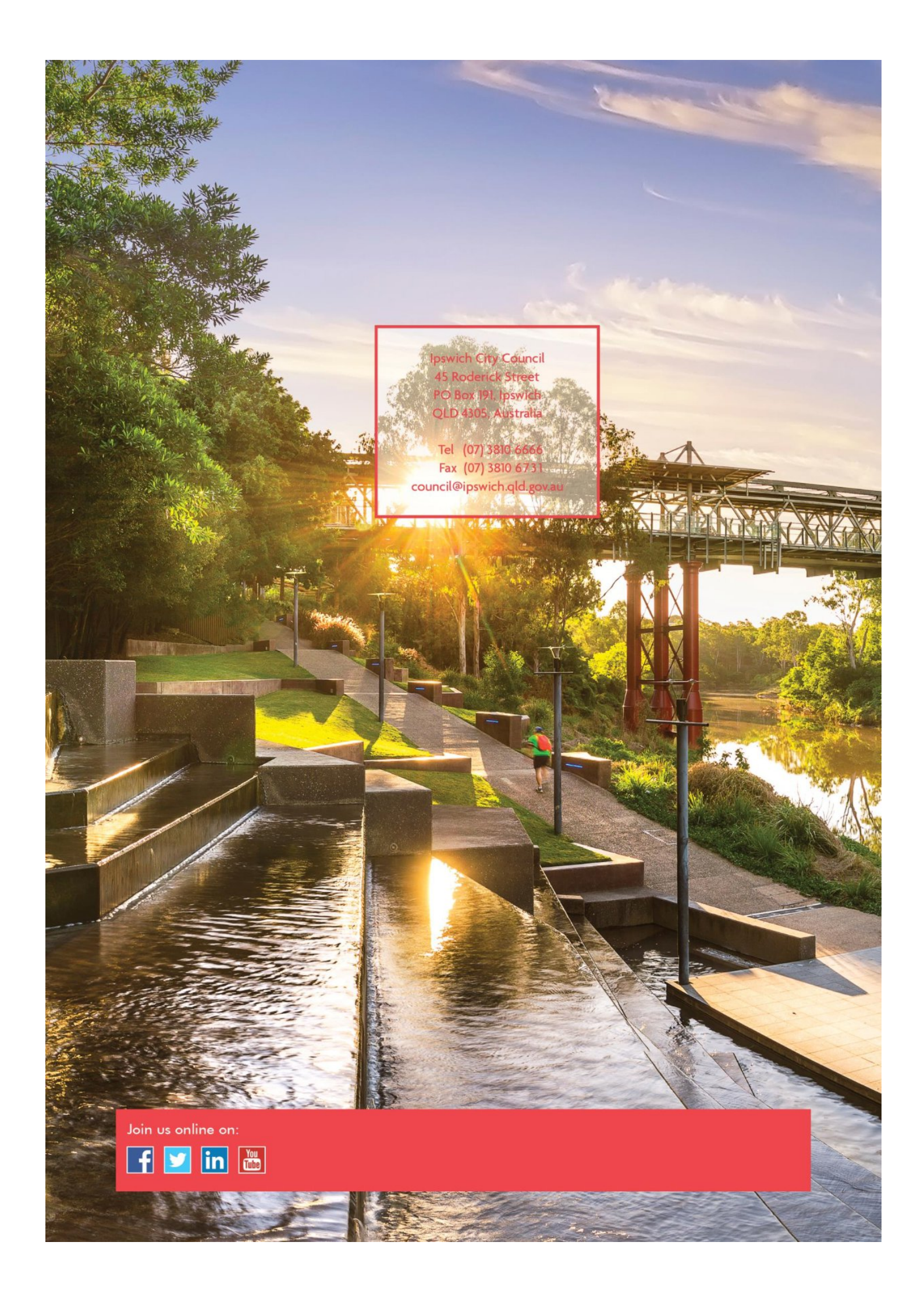
No media releases or articles to report.



Schedule

Key Capital Project Updates

- **Springfield Central Library** – Fit-out works are continuing on site, both internally and externally to the building. The Contractor has issued Extension of Time (EOT) claims which are under review by IS. Current EOT revised completion date is 24 July 2018. Discussions are also underway between IS, the contractor and Stakeholders for early access to Level 1 to enable Council to undertake the library setup and mobilisation works prior to the full completion of the Contractor works.
- **Rosewood Library** – Detailed Design is continuing, with the Development Application response still pending and the 80% detailed design package received for review. Procurement for the building works will commence in June 2018.
- **Road Resurfacing Program** – Scoping of all Divisions are complete. Construction works are complete in Divisions 9 and 10 (Package 1). Divisions 7 and 8 is nearing completion with one street remaining in both divisions. Patching works are underway for Divisions 3, 4, 5 and 6. Works requests have been awarded for Divisions 1 and 2 with works to commence in June 2018. Due to cold weather the Contractor cannot meet the Main Roads Technical Specification on the remaining spray seals for these resurfacing works. Hence the spray seals will be rescheduled in September 2018 when temperatures are warmer. The three (3) additional R2R mill and fill projects is waiting approval for Contract Award.
- **Kerb & Channel (K&C) Program** – The 2017-2018 Program is complete. Forward design for the 2018-2019 K&C projects are underway with five designs ready to be handed over for construction in 2018-2019. Majority of the remaining designs will be completed between June and August 2018, with some expected design submission dates pushing out toward the end of the 2018.
- **Redbank Plains Stage 3** – Design workshop completed on the 29 May 2018 with a strong focus on minimising the impacts and costs of services and property.
- **Old Toowoomba Road, Leichhardt** – Property resumptions to be finalised. Relocation of major services commenced works in May 2018. Contract has been awarded for the demolition of three (3) houses with works to commence mid-June 2018. Procurement for the civil construction works will commence in June 2018.
- **Brisbane Street, West Ipswich** – Property resumptions to be finalised. Relocation of major services progressing. Tender (for civil works) has been released and closes mid-June 2018.
- **Blackstone/South Station Roads – Intersection upgrade** – Service relocations are nearing completion for all accessible areas (property acquisition for remaining service relocations nearing completion). Tender (for civil works) has been released and closes mid-June 2018.
- **Marsden Parade realignment** – Design progressing. Site contamination testing completed in May 2018 and remediation options currently being compiled and estimated.



Ipswich City Council
45 Roderick Street
PO Box 191, Ipswich
QLD 4305, Australia

Tel (07) 3810 6666
Fax (07) 3810 6731
council@ipswich.qld.gov.au

Join us online on:

