

Minutes – Mount Peter Master Planning Taskforce Meeting



Date	22 nd October 2008	Start Time	Finish Time	Location – Main Roads (Cairns) & video link to QT (Bris).
Meeting Purpose	Taskforce Meeting			
Attendees	Mr Trevor Gordon (Chair), Cr Nancy Lanskey, Tracie McPherson, Peter Tabulo, Peter Boyd, Rachel Reese (QT), Helius Visser (MRQ), Ben Thrower (DIP), Adam Gowlett (Sat), Gavin Allwood (B&M), Murray Moule (Mou), Scott Christiansen (CEC), Ross Straguszi (H&S), Andrew Lyndon (H&S), Owen Dalton (Con) Kristy Gilvear (Con), Ben McDonnell (Con), Denis Crema (Den), Brian Haratsis (Mac), Sandra Burke, Brent O'Neill (MPG), Sacha Lennon (MPG)			
Apologies	Mayor Schier, Cr Paul Gregory, Noel Briggs, Bruce Gardiner, John Hawkes, Manfred Boldy (DIP), Natalie Ormsby (QT), Alison Stevens (DIP), Roy Lavis (CEC), Vanessa Maruna (Preg), Alan Savina (Preg)			
Observers	Tony Croke (DIP), Theo Kranbias (Den), Ben Coman (Mac)			

Actions and Agreements

Item	What	Who	When	Completed
1	Welcome & Introductions 1. Trevor Gordon welcomed all. 2. Meeting protocol & conduct - all attendees to follow Code of Cooperation as follows:	ALL ALL	To note To note	
	Code of Cooperation <ul style="list-style-type: none"> ○ We start on time and finish on time ○ We all participate and contribute - everyone is given opportunity to voice their opinions ○ We use improvement tools that enhance meeting efficiency and effectiveness ○ We actively listen to what others have to say, seeking first to understand, then to be understood 	<ul style="list-style-type: none"> ○ We follow-up on the actions we are assigned responsibility for and complete them on time ○ We give and receive open and honest feedback in a constructive manner ○ We use data to make decisions (whenever possible) ○ We strive to continually improve our meeting process and build time into each agenda for reflection 		
2	Previous Minutes (17th Sep 2008 - #1536955v13) Addition of the following to Item 6 - Project Update ; <i>“Council does not anticipate variations to the Contract”</i> All other matters in minutes were correct, (<i>moved – Peter Boyd /seconded – Cr Lanskey</i>)	ALL ALL	To Note To Note	-
3	Actions for Review from previous Meetings 1. Representation to Federal members on Bruce Highway upgrade & follow up with Main Roads – <i>letter sent from CRC to State Member</i>	Cr G/ PB	Dec 08	In progress
	2. Revised MOU to be circulated and signed by all parties – <i>All, except one party, signed. Signing scheduled for completion end Oct 08</i>	Dev Memb's.	31/10/08	In progress
	3. Information session with Gary White on Ripley Experience	BT	26/11/08	In progress
	4. Preliminary State Agency (v3) position paper issued to Taskforce. Comments due back to DIP by 01/10/08 now 27/10/08.	ALL	27/10/08	In progress

	<p>5. Planning Studies Outcomes report to Council. Comments back to DIP – <i>recommendations with MPG for review as part of gap analysis</i></p> <p>6. Draft Project Program (v3) to be issued to Taskforce. Comments back to MPG</p> <p>7. Draft Assumptions document to be issued to Taskforce</p> <p>8. Document Register (docs received, reviewed) to be issued to FSS</p> <p>9. Denor to meet with Cardno and provide copies of Denor's studies/data for Mount Peter. <i>Outline of Denor's studies (in progress) provided to MPG</i></p> <p>10. Catholic Diocese presentation at future Taskforce meeting- not date fixed</p> <p>11. Request for copies of study methodology & tasks undertaken by subconsultants. <i>CRC provided response to Taskforce on 22/09/08 that information could be provided if available from MPG. Request was forwarded to MPG for response to Taskforce. MPG responded at meeting that detailed methodology would be provided with distribution of Technical Papers (due end Nov 08) and some of the information being sought was already included in the Assumptions, Principles & Standards document (already supplied)</i></p> <p>12. Background studies to be loaded to FSS</p> <p>13. Infrastructure Australia submission – Bruce H'way/Public Transport</p> <p>a. Check on current application made by State (does it include Bruce H'way/Public Transport ?) & if not, then prepare co-ordinated funding submission (CRC, DIP, Dev Mem Rep - BenMcDonell). <i>Outcome of meeting by CEC with State member on suitability of Bruce Highway upgrade project for Infrastructure Australia (IA) funding – State Member advised that project not of sufficient scale and that master planning in Mount Peter was not sufficiently advanced to warrant funding application.</i></p>	<p>PB</p> <p>ALL</p> <p>MPT</p> <p>MPT</p> <p>BH</p> <p>PB</p> <p>PB</p> <p>SB</p> <p>DIP</p> <p>ALL</p>	<p>19/09/08</p> <p>01/10/08</p> <p>13/10/08</p> <p>06/10/08</p> <p>18/09/08</p> <p>TBA</p> <p>22/09/08</p> <p>26/09/08</p> <p>23/09/08</p> <p>To note</p>	<p>Closed</p> <p>Complete</p> <p>Complete</p> <p>In progress</p> <p>In progress</p> <p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Complete</p>
4	<p>Landowner & Community Ref Group (L&CRG) Update – Cr Lanskey</p> <p>Community Workshop #1 conducted by MPG held on 15th October 2008 at Bentley Park School with approx 70-90 persons attending. Workshop purpose was to :</p> <ul style="list-style-type: none"> introduce Mount Peter project and draft Vision workshop and gain feedback on Draft Vision workshop and gain feedback on specific issues for Mount Peter <p>Main points of concern raised by attendees;</p> <ul style="list-style-type: none"> density & population infrastructure environment 	<p>ALL</p>	<p>To note</p>	
5	<p>State Agency Update</p> <p>1. Preliminary State Agency (v3) position paper issued to Taskforce – on file share system (FSS). Comments on paper were due back with DIP on 01/10/08. No comments received from Taskforce. comments due date extended to 27/10/08</p> <p>2. Gary White (DIP) scheduled to present at Taskforce meeting 26/11/08</p>	<p>ALL</p> <p>ALL</p>	<p>27/10/08</p> <p>To note</p>	
6	<p>Project Update</p> <p>1. Presentation by Brent O'Neill (MPG) on Mount Peter frameworks options and assumptions. Comments as follows :</p> <ul style="list-style-type: none"> PT - draft Vision will need to be revisited prior and finalised to EBD as more data comes to light on centres, densities etc 	<p>ALL</p> <p>ALL</p>	<p>To note</p> <p>To note</p>	

	<ul style="list-style-type: none"> PT – feedback on Assumptions/Principles & Standards doc to be provided to CRC (by 27/10/08), then forwarded to MPG (by 03/11/08) to review responses and ID conflicts. This is to be followed by ; ✓ circulation of revised Assumptions, Principles & Standards doc to CRC/DIP/Taskforce on (11/11/08) ✓ CRC/DIP/Taskforce workshop on (17/11/08) ✓ culminating on agreed set of Assumptions/Principles/Standards for Mount Peter leading up to the EBD. <p>2. Presentation by Sasha Lennon (MPG) on economic modelling</p> <ul style="list-style-type: none"> BH to meet with SL on details of economic modelling <p>3. Presentation by Sandra Burke on Project Status. Main issues covered related to :</p> <ul style="list-style-type: none"> Project progress – on target (program, expenditure, communications, risk) Revenue Budget - Satterley and Denor have outstanding debt due to Council of \$360k, 70 days since invoice issued. CRC is following up outstanding debt. Poor feedback (either none at all or late) from Developer members on key documentation. Needs attention by Developer members <p>4. Presentation by Sandra Burke on Hydrological Investigation report. Main facts are :</p> <ul style="list-style-type: none"> Hydrological Investigation report by Worley Parsons (WP) is a background study to provide MPG a head start WP - Flood modelling is based on latest /up to date ALS /LIDAR data & ground survey of structures (bridges/culverts) DNRW Watercourse High Bank Study findings correlate with ALS data ALS/LIDAR picks up ground levels beneath dense vegetation WP - Flood Modelling of existing land use 100 Year ARI, also 5, 10, & 50 year ARI's WP - Flood modelling of "interim ultimate land use" only used for water quality/waterway purposes & sensitivity analysis MPG will need to undertake flood modelling during master planning process to assess impacts of proposed ultimate land use (visa-versa) and then determine infrastructure & charges. This is an iterative process. Filling of flood prone land/ attenuation of flows will be considered as long as upstream /downstream impacts are negated. Individual landowners wanting to develop post master planning in flood prone areas will also need to undertake flood modelling of their development, as part of Development Application process. <p>Brian H - question relating to flooding/development. BH to send question and SB to respond Adam G - application of 5m contour in flood model. SB to respond</p>	ALL	To note	
		BH	14/11/08	
		ALL	To note	
		ALL	To note	
		Dev Member's	To note	
		ALL	To note	
		BH/SB SB	29/10/08 29/10/08	
7	<p>General Business</p> <p>a) BH tabled hardcopy of document titled "Developer Member Report" signatories being Satterley & Denor. Council to review and provide response to document to Taskforce with circulation of next Agenda</p>	PT/PB/SB	13/10/08	
7	<p>Meeting closed - Next Meeting Date – 26th November 2008, 3:30pm, Cairns Regional Council</p>			

Note - -please note as per subsequent advice to Taskforce on 23/10/08 - the next Taskforce meeting is on 18th Nov 08, 3:30pm at Level 3 Cairns Regional Council.