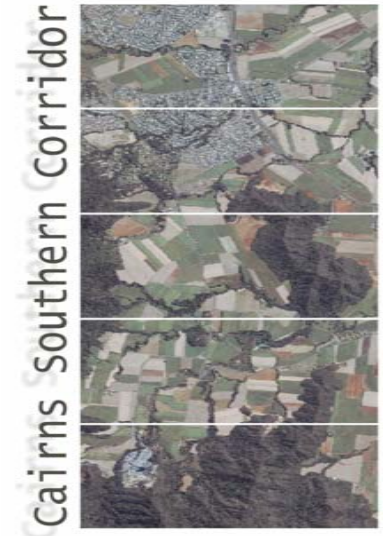


Minutes Taskforce Meeting #5



Date	11 th September 2007	Start Time	4.00pm	Finish Time	5.30pm	Location	Committee Room Cairns City Council
Meeting Purpose	Cairns Southern Corridor – Master Planning Taskforce Meeting						
Attendees	Trevor Gordon (Chair), Noel Briggs (CEO), Cr Paul Gregory, Cr Jeff Pezzutti, Cr Lindsay, Peter Tabulo (CCC), John Hawkes (CCC), Bruce Gardiner (CCC), Nikki Huddy (CCC), Bruce James (QT), Natalie Ormsby (QT), Adam Gowlett (Satterly Group), Gavin Allwood (B&M), Denis Crema (Denor Group), Theo Krambias (Denor Group), Ben Coman (Macro Plan), Pat Flanagan (FCG) Owen Dalton (C&B), Kristy Gilvear (C&B), Steven Ames, Natasha Murray (CCC), Sandra Burke(CCC),						
Apologies	Mayor Byrne, Jim McKnoulty (PMM), Peter James (PMM), David Kirchner (B & M), Ben McDonnell, Brian Haratsis (Macroplan), Toby Chester/Rob Wheeler (B & M), Peter Boyd (CCC)						

Actions and Agreements

Item No.	What	Who	When	Completed
1	Introductions Welcomed all members		To note-	-
2	<u>Previous Minutes</u> Confirmation of Previous Minutes Nominated – Cr Gregory, Seconded – Peter Tabulo Review Actions from Meeting #4 (01/08/07 # 1536955v1)	ALL	To note	
	<u>2.1 MOU</u> In principle agreement reached on 04/09/07, main issues surrounding land release and credit/charging regime. Action : MOU /TOR to be finalised for presentation to next Taskforce meeting	PT/KG	24/10/07	
	<u>2.2 Master Plan Vision Development</u> Vision day scheduled for 12 th September, facilitator Mr Steven Ames. Attendees - Taskforce Members, Community and Landowner Reference Groups, CCC and State Government Agency Reps.	ALL	To note	

	<p>Actions :</p> <p>a. Prepare summary notes of Vision day for Community & Landowner Reference Groups and Taskforce Members</p> <p>b. Prepare draft Vision and development objectives for review by Taskforce Members at next Taskforce meeting (24/10/07)</p>	SB	09/10/07	
	2.3 Review On going Actions – refer to Summary	ALL	To note	
3	Special Address by Steven Ames	ALL	To note	
4	<p>Updates from :</p> <p>4.1 Community Reference Group – meeting held on 04/09/07 at Gordonvale, attended by 5 members.</p> <p>4.2 Landowner Reference Group – as per above, attended by 9 members.</p> <p>Reference Group members were briefed about the Master Plan Vision day and its purpose.</p>	Cr Lindsay Cr Gregory	To note	
5	<p>Project Manager Update – refer to Status Report # 2 (#1532578v2)</p> <p>Actions</p> <p>a. Proceed with proposed expenditure on base data collection (as per #1532578v2)</p> <p>b. Note – Master Planning Consultancy (earliest start date Jan 08)</p> <p>c. Develop discussion paper on procurement options for Master Planning Consultancy, considering risk apportionment for each option</p> <p>d. Proposed items for presentation at next Taskforce meeting Draft Project Plan - including Masterplan Outcomes, Outputs, Strategic Actions, Milestones & Targets ; Communications Strategy; Risk & Issue Management Plan, Risk Register.</p>	SB ALL SB/NH SB	Nov 07 To note 17/10/07 24/10/07	
6.	<p>General Business</p> <p>Discussion on the need to provide Taskforce and Master Plan progress to the CCC web</p> <p>Actions</p> <p>a. Upload of information - pending communications strategy development and endorsement by Taskforce & Council.</p> <p>b. Interim measures to be included on website are :</p> <ul style="list-style-type: none"> • TOR's and future meeting dates of Taskforce and Reference Groups • Developer members logo's and links to websites • Vision day outcomes/details 	ALL SB/NH	To note 24/10/07	

7.	Next meeting: 24 th October 2007			
	Note the tentative meeting dates : 5 December 2007			
	Links: Cairns Southern Corridor http://www.cairns.qld.gov.au/southern_corridor/SouthernCorridor.html Ripley Valley – Ipswich http://www.ripleyvalley.com.au Steven Ames / Gresham Project https://scholarsbank.uoregon.edu/dspace/bitstream/1794/1857/1/Gresham_Strategicplan.pdf Toowoomba 2050 / Steven Ames http://www.toowoomba.qld.gov.au/index.php?option=com_content&task=blogcategory&id=300&Itemid=583 CEC Group - http://www.cecgroup.com.au/index.php Satterly Property Group - http://www.satterley.com.au/ H & S Vision - http://www.hsvisiongroup.com.au/pdf/cairnsonebrochure.pdf			

Summary of ONGOING ACTION ITEMS				
No	What	Who	When	Completed
1	Come up with a pro-forma for the conditions under which people are able to become a signatory of the MOU – after signing of MOU	SB	31/10/07	
2	Communication with State and Federal Members - should be advised of the project and included in the circulation list for the minutes. Hold first meeting after Vision developed	NH	30/09/07	
3	Funding assistance : a. seek funding assistance from State Government when Master Plan developed b. establish communication with Urban Land Development Authority (after Vision developed)	NH NH	Tba 30/09/07	
4	Infrastructure Planning via CCC Working Group - is critical to ensuring provision on timely basis (to match Master Plan development)	SB	On going	