

Minutes – Mount Peter Master Planning Taskforce Meeting



Date	29 th April 2008	Start Time	4.00 pm	Finish Time	5.30pm	Location - Conics (Florence St-Cairns and Anne St Brisbane)
Meeting Purpose	Taskforce Meeting					
Attendees	Mr Trevor Gordon (Chair) Cr Paul Gregory, Cr Nancy Lanskey, Peter Tabulo, Bruce Gardiner, Peter Boyd, Peter Jones (DIP), Graeme Bolton (DIP), Alison Stevens (DIP), Bruce James (QT), Rachel Reese (QT), Helius Visser (MRQ), Gavin Allwood (Brazier M), Denis Crema (Denor), Theo Kranbias (Denor), Ben Coman (Macroplan), Brian Haratsis (Macroplan), Peter James (Conics), Owen Dalton (Conics), Ben McDonnell (Conics), Sandra Burke					
Apologies	Mayor Schier, Noel Briggs, Jim McKnoulty, Natalie Ormsby (QT), Adam Gowlett (Satterley), Pat Flanagan (FCG), Steve Tyter, John Hawkes, Kristy Gilvear (Conics) David Kirchner (B & M),					

Actions and Agreements

Item No.	What	Who	When	Completed
1	Welcome & Introductions Trevor Gordon welcomed Mr Peter Jones A/Director Regional Planning (DIP), Graeme Bolton (DIP) and Alison Stevens (DIP).	ALL	To note-	-
2	Previous Minutes (26 th February 2008 - #1536955v7) All matters in minutes were correct, (moved - Peter B / seconded - Bruce Gardiner)	ALL	To note	-
3	Action Items from Last Meeting			
	1. Declaration of Master Planned Area – DIP and Council to finalise terms of MPA	PT / PJones	May 08	In Progress
	2. Payment of Invoice #1 for Dec 07 required - (ALL MOU Signatories). Payment of invoice #1 received from Satterley, Moule and Denor (deposit only). Developer members were advised that Council's commissioning of preferred tenderer (ie master planning consultant) was now only dependent on payment of invoices. Action : Conics (representing CEC, Moule and H & S Vision landowners) and Denor to progress payment of invoice by 16th May 08	ALL	Mar 08	50% Complete
	3. Representation to Federal members on Bruce Highway upgrade funding (PT/PB) Action : Follow up meeting with Federal Minister (in Canberra)	PJames / DC	16 May 08	
		Cr G/PT Cr G	April 08 Jun 08	Complete

<p>4</p>	<p>Declaration of Mount Peter as a Master Planned Area (under IPA)</p> <ol style="list-style-type: none"> 1. DIP advised that Declaration of Mount Peter as Master Planned Area (under IPA) will occur. 2. DIP and Council advised the Taskforce that there were no changes anticipated to the Mount Peter Master Planning Project or role of Council and Taskforce as a result of the Declaration of Master Planned Area (the Declaration). DIP acknowledged the considerable and excellent work of Council and Taskforce in the management, development and implementation of the Project and saw no reason why this should not continue. DIP advised of it's proposed role as Co-ordinating Agency (CA) (who's role is to co-ordinate and manage all other State Agencies' input in the Project) in line with the statutory process for a Declared Master Planned Area (<i>Integrated Planning Act Schedule 1A</i> as well as advise on State Government policy positions during the course of the Master Planning Project. 3. DIP and Council also advised that there would appear to be no significant extension to the timeframes for completion of the master planning as a result of State Government's Declaration, though statutory review timelines (as required under IPA Schedule 1A process) were currently being reviewed against current project timelines/milestones for reporting to Council and the Taskforce. 4. Council also advised that a Temporary Local Planning Instrument (TLPI) may be utilised by Council and DIP for the release of land within the Declared Mount Peter area prior to full completion of master planning. (Note that TLPI is the only instrument for land release in a Declared area) The need for, and utilisation of, any TLPI will be at the discretion of Council and State Government and must be justified. <p>Actions :</p> <ol style="list-style-type: none"> 4.1 DIP and Council to finalise matters (revised timelines, revised governance of the project to reflect DIP's role as CA) in relation to the Declaration and prepare report to Council Meeting on 15th May 2008. 4.2 Present reviewed timelines and governance arrangements to Taskforce (next Meeting) 	<p>PT / P Jones</p> <p>PT / PB</p>	<p>May 08</p> <p>May 08</p>	
<p>5</p>	<p>Project Manager Update</p> <ol style="list-style-type: none"> 1. Refer Project Manager Status report for Mar/Apr 08 (#1532578) 2. Phase 1 – Initiation = 100% complete, Phase 2 – Scoping & Planning = 95% complete. 3. Implementation of Phase 3 – Development (commencement of master planning) delayed due to State Government Declaration of Mount Peter as Master Planned Area 4. Preferred tenderer for Mount Peter Master Planning endorsed by Council 13th March 2008 and 24th April 2008. 			

	<p>5. Expenditure as per budget, revenue significantly below budget.</p> <p>6. No Change in Risks status</p>			
6	<p>Other Business</p> <p>1. Current or Potential for conflict of fiduciary obligations. Action : Council to clarify the nature of, and resolve the potential for, conflict of fiduciary obligations with the preferred tenderer and add to the risk register</p> <p>2. Landowner and Community Reference Group meetings Action : Set date and advise of next Landowner and Community Reference group meetings</p> <p>3. Attendance by Developer Members' Primary and Secondary Representatives at Taskforce meetings. Council advised that each Developer Member may have their nominated Primary Representative attend Taskforce meetings (as per Taskforce Terms of Reference). Council advised that exception to this would be attendance at Taskforce workshops – where attendance of Primary <u>and</u> Secondary Representatives would be acceptable. Action : All Taskforce members to note requirements for attendance at Taskforce meetings (as per Terms of Reference) and workshops</p> <p>4. Project financing for 2008/09 (as per terms of MOU) Action – Developer Members to provide details of landholdings to Council (Peter Boyd)</p>	<p>PB/SB</p> <p>Cr G/ PB</p> <p>ALL</p> <p>Developer Members</p>	<p>May 08</p> <p>Apr 08</p> <p>-</p> <p>May 08</p>	
7	Actions to progress before next meeting - as per Minutes	TG		
8	Next Meeting Date – 21st May 2008	TG		