

***CMB Infrastructure Planning Department**

Draft MINUTES

NEWPORT WATERWAYS ADVISORY GROUP

Thursday 03 August 2023 – 3.10pm

Meeting held at Council Chambers, Council Offices, Redcliffe

Attendees:	Sandra Ruck	SR	CMB, Councillor for Division 5
	Clive Burrows	CRB	Newport Waterways Property Owners Association Inc
	Craig Baker	CB	Newport Waterways Property Owners Association Inc
	Ken Clift	KC	Newport Waterways Property Owners Association Inc
	Amanda Melville	AM	Kindred Group, COO - Representative of Newport Marina
	Allan Charteris	AC	CMB, Manager, Drainage, Waterways and Coastal Planning - Chair
	Jared Stewart	JS	CMB, Coordinator - Coastal Infrastructure Engineering
	Jeremy Trotman	JT	CMB, Senior Canals Planning Officer
	Steve Debney	SD	CMB, Coordinator - Program Management & Delivery (MS Teams)

Apologies: Nic Stojanovic, Stockland

*** 'CMB' - City of Moreton Bay (formerly Moreton Bay Regional Council)**

Purpose of Meeting (Ref. Section 2 - NWAG Memorandum of Understanding)

The objective of each meeting is to provide an opportunity for:

- the Third Parties to inform the Council of maintenance and operational issues concerning the Newport Waterways funded by the canal special charge (the 'Canal Levy');
- the Council to inform the Third Parties of what steps it has or proposes to take to address operational management and maintenance issues concerning the Newport Waterways; and
- the Third Parties to assist the Council in the development of policies, strategies and programs for the sustainable maintenance of the Newport Waterways.

ITEM NO.	ITEM	RESP. OFF
1.0	CONFIRMATION OF NOTES OF PREVIOUS MEETING	
1.1	<ul style="list-style-type: none"> • Minutes for previous NWAG Meeting dated 17 November 2022 <ul style="list-style-type: none"> - Accepted • Acknowledgement that Summary Notes were issued to meeting invitees, in lieu of the cancelled NWAG meeting (30 March 2023). <ul style="list-style-type: none"> - Accepted 	Note Note
2.0	MATTERS ARISING FROM PREVIOUS MEETINGS:	
2.1	<p><u>Maintenance Dredging Works - Canal System</u></p> <p>Action items from previous meeting:</p> <ol style="list-style-type: none"> 1. <i>Update on the status of the planned maintenance dredging campaign.</i> <ul style="list-style-type: none"> - <i>Tender evaluation of the maintenance dredging works.</i> - <i>Update on Program - proposed award/commencement/duration of the works.</i> <ul style="list-style-type: none"> • SD advised that the dredging works project has been tendered, with several tenders received, and tender evaluation ongoing. • Due to some complexities in the options and methodologies offered by tenderers, a further technical assessment of the tenders had been undertaken by Councils Design Consultant (KBR). • SD advised that the Project Management Team were due to hold a meeting (on Friday 4th August) to review the outcomes of the Consultant's technical assessment, and thereafter, it is expected that recommendations can be made in late August -to-early September. • JS noted that due to tender probity and confidentiality requirements, there are restrictions on what information can be provided to the Advisory Group. If a recommendation for tender award is made, the relevant information would be publicly available, and it was agreed that CMB would keep NWAG attendees updated on the outcomes. 	JT

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	<ul style="list-style-type: none"> • KC queried if dredging works were always tendered. AC confirmed, yes, and further clarified that the procurement of longer term dredging contracts was difficult due to some of the variables between dredging campaigns (e.g. dredging methodologies, varying dredge spoil disposal strategies - i.e., offshore disposal or land-based disposal to Griffith Road pond, etc.). • CB queried whether the dredging works were scheduled in accordance with a planned program. AC confirmed that the dredging program is undertaken in accordance with the 50year long term maintenance plan (LTMP) and accompanying cost model. The LTMP is periodically updated based on the latest survey data (e.g., investigation surveys and post-dredging surveys) which is used to inform/refine siltation rates and the estimated dredging volumes for future dredging campaigns. • JT agreed to provide Attendees with the planned dredging schedule (planned dredging quantities, timing and dredging zones) for future dredging campaigns. • CB queried the apportionment of dredging costs in relation to the variability of siltation patterns across the canal estate - e.g., the high levels of siltation that tend to occur at the marina area. • AC clarified that costs (or the canal levy) are not apportioned according to the volumes of silt in each dredging zone. • Further, it was clarified that the greater design depths at the marina meant that the area acts as a type of 'silt-trap', and therefore it is considered unreasonable to allocate additional dredging costs to the marina when it is likely to be an area that is reducing siltation to other dredging zones in the canal system. 	JT
3.0	NEW ITEMS FOR DISCUSSION	
	<ul style="list-style-type: none"> • No new items. 	
4.0	GENERAL BUSINESS	
4.1	<p><u>NWPOA letters to CMB re. Questions for NWAG Forum</u></p> <p>1. Sludge (water quality)</p> <ul style="list-style-type: none"> • CB advised that NWPOA would like CMB to consider the re-introduction of water quality monitoring within the Newport canal system. Bearing in mind the desire to keep monitoring costs to a minimum, CB questioned what CMB would recommend as an appropriate water quality testing program. • AC advised the re-introduction of a water quality monitoring program would have to take into consideration the seasonal weather patterns and the impacts upon catchments and the wider Deception Bay area. AC also noted that there would need to be a clear understanding of the what the Association would like to achieve through a new monitoring program. • CB asked if it was possible to link sediments entering the catchment to long-term threats to water quality within the canal system. • AC advised that canal sediments (dredge spoil) are sampled prior to every dredging campaign and tested in accordance with stringent testing requirements defined by the National Assessment Guidelines for Dredging (NAGD) and National Environmental Protection Measure (NEPM). This includes testing against an extensive list of analytes (including contaminants of potential concern and physical properties), and therefore a significant amount of sediment characteristics is already known. • JS advised that there is approximately 20 years of sediment sampling data for maintenance dredging in Newport Waterways and that sampling campaigns are undertaken in accordance with stringent testing requirements defined by guidelines including: <ul style="list-style-type: none"> - National Environment Protection Measures (NEPM) - for potential land-based disposal of dredged sediments. - National Assessment Guidelines for Dredging (NAGD) - for potential offshore disposal of dredged sediments. - Queensland Acid Sulfate Soils Technical Manual. 	

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	<ul style="list-style-type: none"> • KC noted that a review of historical financial statements for Newport shows that the installation of the gravel beaches was a major factor in taking the canal levy fund into deficit. • AC noted that the installation of the gravel beaches was originally a response to manage midges but acknowledged that gravel beaches had performed well in terms of mitigating beach slumping in most areas where gravel was installed. 5. AC confirmed that currently no interest is charged when the Levy Fund is in deficit (and that no interest is paid, when in credit). This change was implemented, and interest ceased being charged from 1/7/2018 as captured in the financial summary statements. Rates • CB queried the levy amounts paid by various canal-fronting properties (e.g., Stockland, Newport marina). AC noted that matters regarding the setting of the 'special charge' (levy) was not usually discussed within the NWAG forum and should be addressed to the Finance Team. • Notwithstanding, AC noted that the annual Budget & Operational Plan documents the levy contributions for all properties (including Newport Lake residents and the Newport Marina) and is available online - link here. (Refer to pages 65-70 of the online Budget for details of the Newport Special Charge). <p>6. Memorandum of Understanding for the Newport Waterways Advisory Group - NWPOA proposed change to MOU.</p> <ul style="list-style-type: none"> • Refer to Item 4.2 below. 	
4.2	<p><u>Terms of Reference for NWAG</u> Action items from previous meeting:</p> <ol style="list-style-type: none"> 1. <i>Memorandum of Understanding to be adopted at next meeting.</i> <ul style="list-style-type: none"> • CB advised that NWPOA would have been willing to accept the MOU but for their comments about allowing non-levy canal maintenance matters to be included within the scope of the NWAG Forum. • AC advised that CMB does not support the expansion of the NWAG Forum to include all council-related maintenance matters within Newport, as this would require a large representation from CMB staff covering a vast range of disciplines. Additionally, the key objective for the meetings is to facilitate discussion on how levy funds are being spent on canal related maintenance only. • AC noted that in the past some minor non-levy matters had been raised at NWAG meetings, and CMB is usually willing to forward these queries to the appropriate departments or provide summarised findings/information in NWAG meetings. • CB advised that the next NWPOA meeting will be held in mid-August and their AGM in September, and that they will be able to provide final feedback on the draft MOU thereafter. • AC agreed that formal adoption of the MOU will be targeted for the next NWAG meeting in November 2023. • AC confirmed that Council is supportive of NWPOA's proposal to circulate (by post) the Minutes of the NWAG meetings to canal residents. • JS clarified that NWPOA had previously posted the Minutes to the NWPOA website (i.e., there has been no previous restrictions on the distribution of the Meeting Minutes). <ol style="list-style-type: none"> 2. <i>NWPOA clarification regarding their committee members for future meetings</i> <ul style="list-style-type: none"> • NWPOA advised that Graeme Cadwallader had been replaced by Ken Cliff as an NWPOA representative. 	NWPOA
4.3	<p><u>Annual Canals Financial Statement (FY22-23)</u></p> <ol style="list-style-type: none"> 1. <i>Annual (unaudited) Newport Waterways Financial Statement - FY22-23.</i> 2. <i>Updated Indicative 50-year canal maintenance works program - Budget FY23-24.</i> 	

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	<ul style="list-style-type: none"> • JT noted that a minor error in the unaudited Financial Statement had yet to be corrected, by the Finance Team. • JT agreed to circulate Items 1 & 2 with the Minutes of Meeting • CRB queried if the 50-year cost model makes any allowance for contingencies or unexpected events? • JS explained that the 50 year maintenance forecast is used to inform both maintenance works budgets, And the calculation of the levy. As such, formal project contingencies are not included in the indicative 50-year canal maintenance works program cost estimates, as this may unjustifiably increase the cost of the levy.. 	JT
5.0	NEXT MEETING	
	<ul style="list-style-type: none"> • Thursday 16 November 2023 	
	Meeting close: 5.00pm	