

**Kamala Dunn**

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**From:** Janet Campbell  
**Sent:** Tuesday, 26 November 2013 1:32 PM  
**To:** [REDACTED] **Sch 4/3-3**  
**Subject:** RE: Tiaro Medical Centre - lease update

Hi [REDACTED] **Sch 4/3-3**

I have spoken with the surveyor and he will do the plan for \$880 - I have asked for it to be done ASAP. We should get it in a week or two.

Janet Campbell  
Executive Manager Corporate Business  
Phone: (07) 4194 8101  
Email: [janet.campbell@frasercoast.qld.gov.au](mailto:janet.campbell@frasercoast.qld.gov.au)

**Sch 4/3-2 & 17**



Thanks

Janet Campbell  
Executive Manager Corporate Business  
Phone: (07) 4194 8101  
Email: [janet.campbell@frasercoast.qld.gov.au](mailto:janet.campbell@frasercoast.qld.gov.au)

-----Original Message-----

From: Janet Campbell

Sent: Saturday, 23 November 2013 4:09 PM

Sch 4/3 2 & 7



Thanks

Janet Campbell  
Executive Manager Corporate Business  
Phone: (07) 4194 8101  
Email: [janet.campbell@frasercoast.qld.gov.au](mailto:janet.campbell@frasercoast.qld.gov.au)

-----Original Message-----

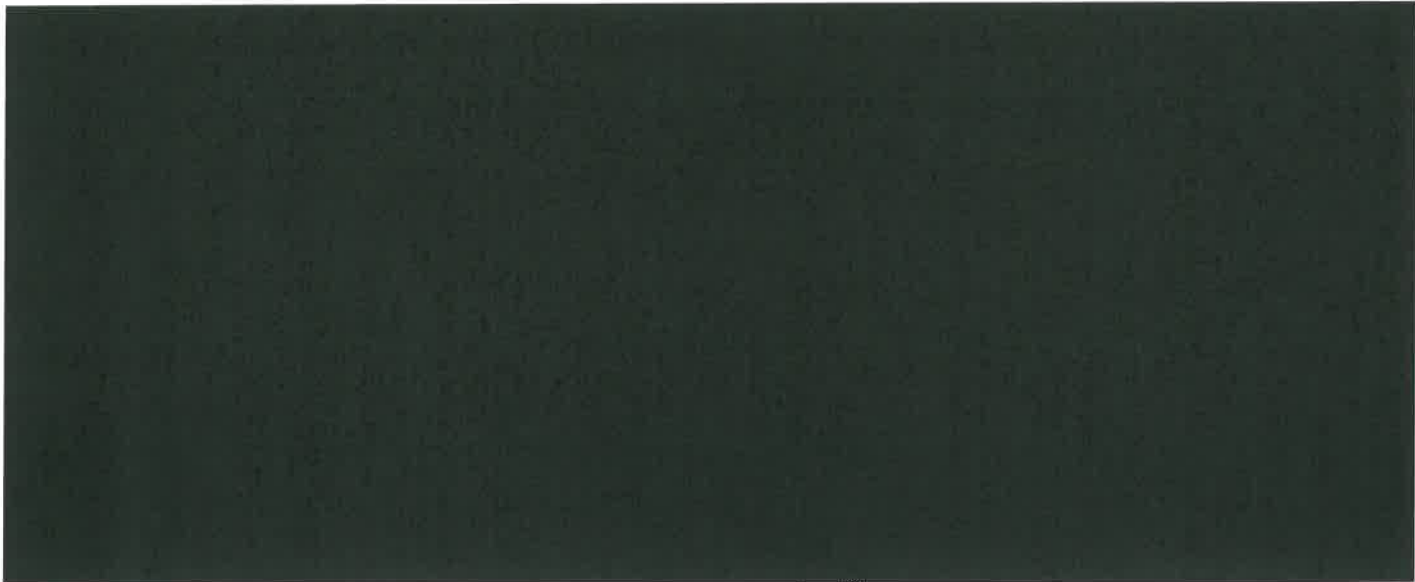
From: Janet Campbell

Sent: Saturday, 23 November 2013 1:25 PM

To: [REDACTED] Sch 4/3-2

Subject: Floor Plan (upper level) - Tiaro Medical Centre

Sch 4/3 2 & 17



Thanks - enjoy your weekend!

Janet Campbell  
Executive Manager Corporate Business  
Phone: (07) 4194 8101  
Email: [janet.campbell@frasercoast.qld.gov.au](mailto:janet.campbell@frasercoast.qld.gov.au)

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**Kamala Dunn**

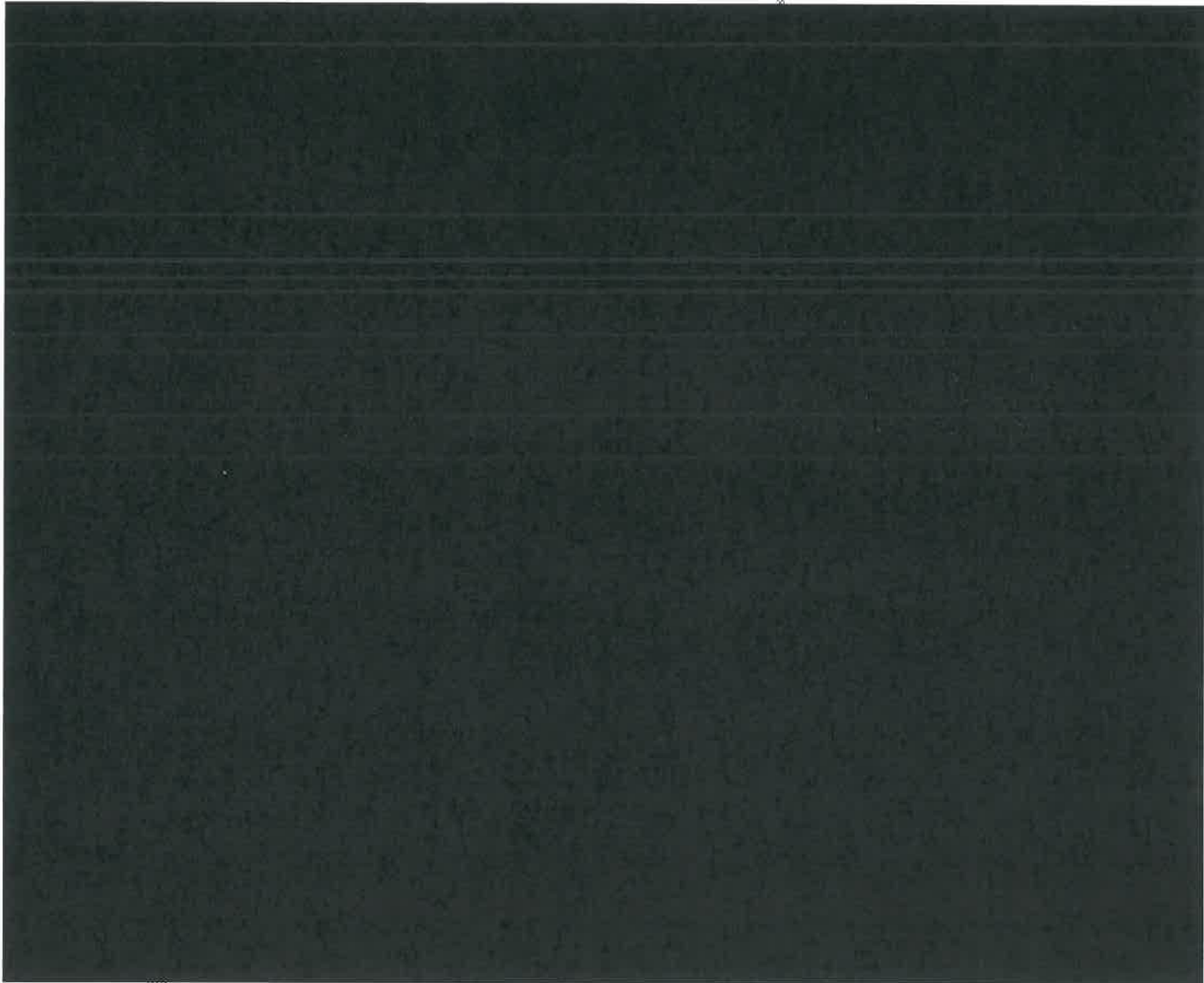
---

**From:** Janet Campbell  
**Sent:** Tuesday, 26 November 2013 12:45 PM  
**To:** Janet Campbell  
**Subject:** FW: Message for [REDACTED] **Sch 4/3-3**

*Janet Campbell*  
Executive Manager Corporate Business  
Phone: (07) 4194 8101  
Email: [janet.campbell@frasercoast.qld.gov.au](mailto:janet.campbell@frasercoast.qld.gov.au)

**Sch 4/3 2 & 17**

RTI Act



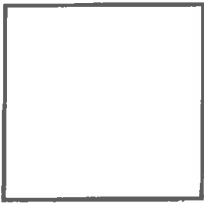
Thanks

*Janet Campbell*  
Executive Manager Corporate Business  
Phone: (07) 4194 8101  
Email: [janet.campbell@frasercoast.qld.gov.au](mailto:janet.campbell@frasercoast.qld.gov.au)

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**Kamala Dunn**

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**From:** Janet Campbell  
**Sent:** Friday, 22 November 2013 5:24 PM  
**To:** [REDACTED]  
**Subject:** DRAFT lease - Tiaro Medical Centre  
**Attachments:** img-Y22141559-0001.pdf

Sch 4/3-3

Hi [REDACTED] Sch 4/3-3

As discussed, the draft lease is attached for your perusal. I have added a couple of comments here and there for clarification. Please call me on mobile 0427579489 any time with any queries. As discussed, I really don't mind you calling over the weekend or at night, as the chances of us catching up during working hours are limited.

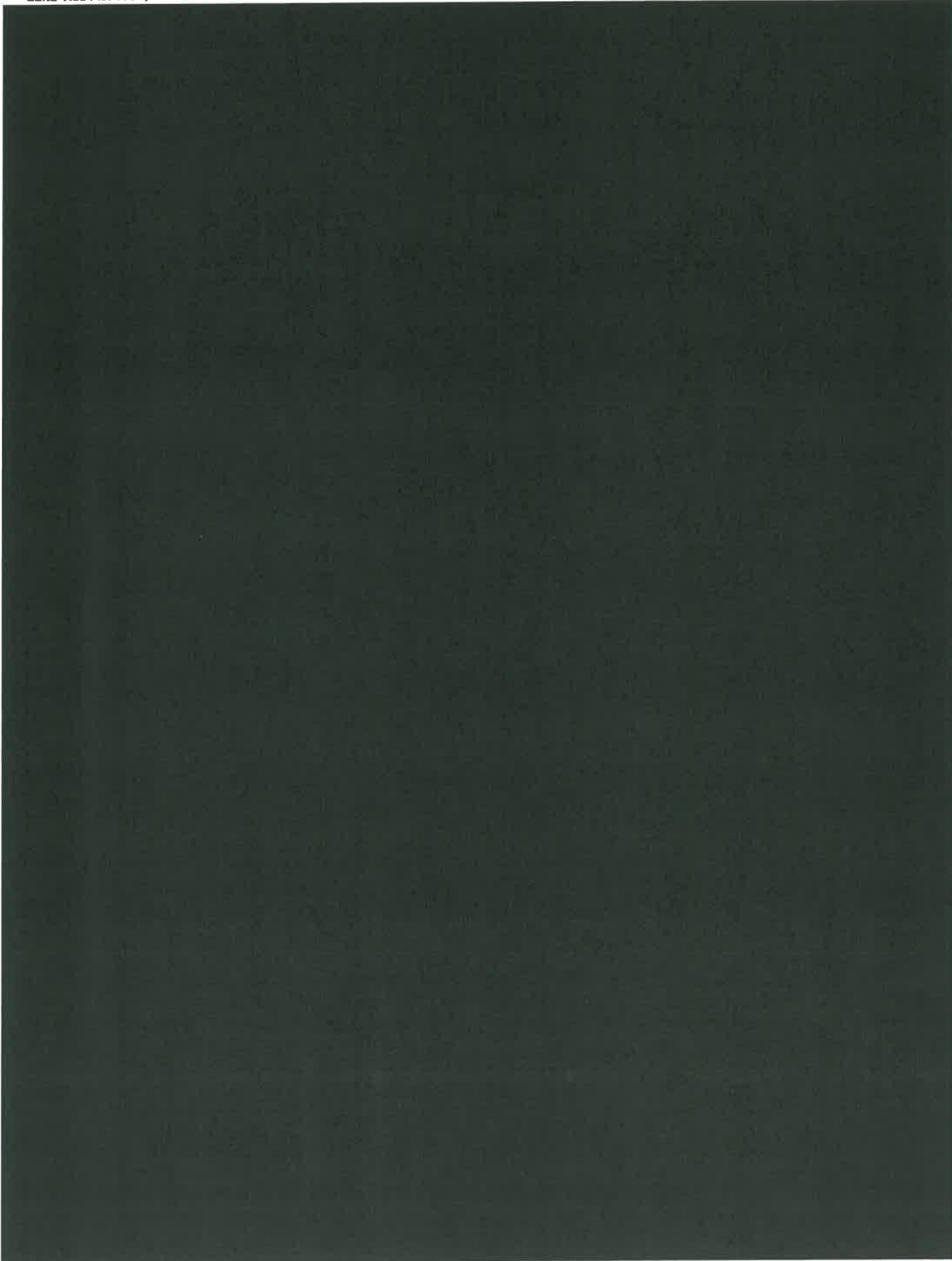
Have a nice weekend.

Janet

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**LEASE/SUB LEASE**

Sch 4/3 2 & 17



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④

**Kamala Dunn**

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**From:** Janet Campbell  
**Sent:** Wednesday, 6 November 2013 3:23 PM  
**To:** Belinda  
**Cc:** Emma Crabtree **Sch 4/3-3**  
**Subject:** RE: Message for [REDACTED] - Tiaro Medical Centre

Hi [REDACTED] **Sch 4/3-3**

Just a quick catch up on the progress of the lease over the Tiaro Medical Centre, as I am about to go on leave until the 20<sup>th</sup> Novmeber. **Out of Scope**

[REDACTED]

Hopefully, the draft lease will get to you during the week commencing 25 November. We have proposed a commencement date of 1 January (this can be amended if you need).

In the meantime, if you have any queries or need access to the building during my absence, please give Emma a call on 4194 8104.

Looking forward to catching up soon.

*Janet Campbell*  
Executive Manager Corporate Business  
Phone: (07) 4194 8101  
Email: [janet.campbell@frasercoast.qld.gov.au](mailto:janet.campbell@frasercoast.qld.gov.au)

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**Kamala Dunn**

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**From:** Michelle Knapp  
**Sent:** Wednesday, 6 November 2013 2:41 PM  
**To:** Janet Campbell  
**Cc:** Peter Smith  
**Subject:** FW: Tiaro Medical Centre - Lease Agreement queries  
**Attachments:** img-1101528-0001 (3).pdf

Hi Janet

Response inserted against the questions below.

Michelle

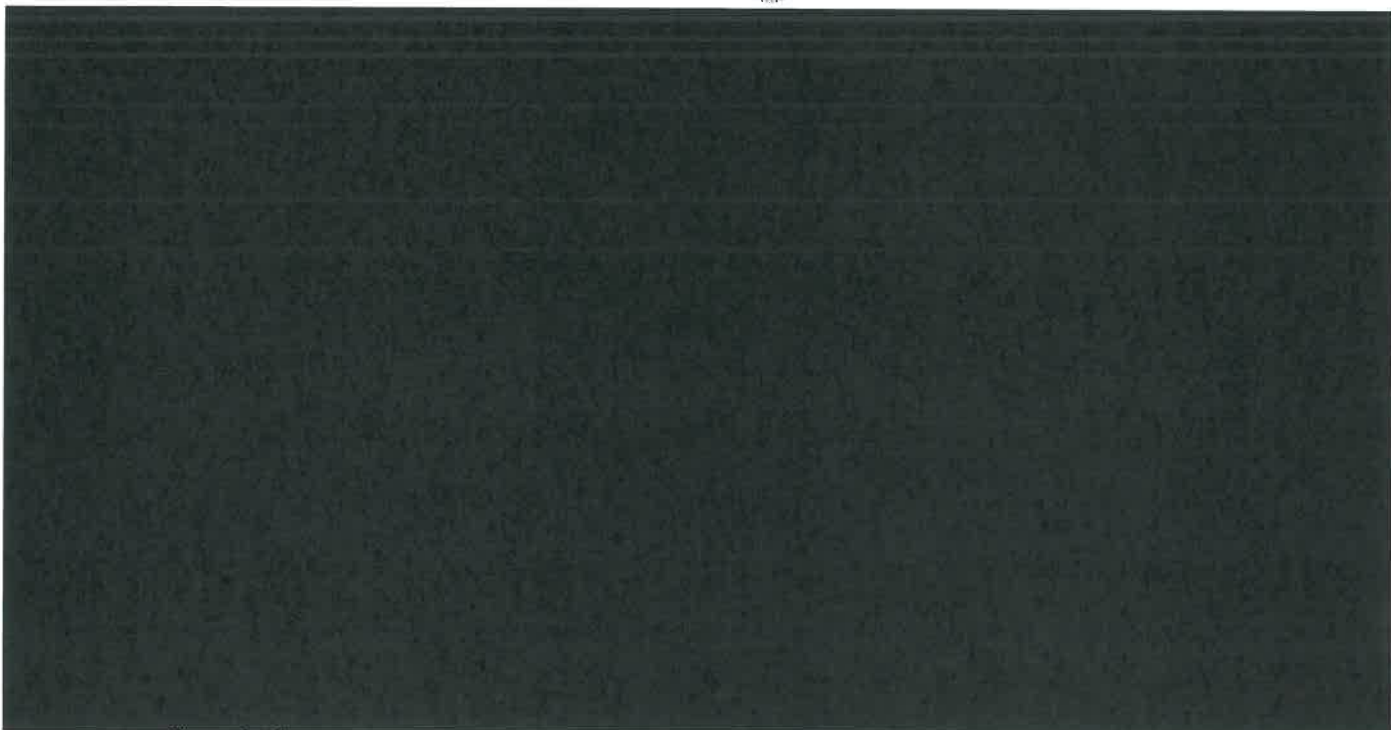
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**From:** Janet Campbell  
**Sent:** Tuesday, 5 November 2013 12:37 PM  
**To:** Peter Smith  
**Cc:** Alexis Hill; Emma Crabtree; Debra Moore  
**Subject:** Tiaro Medical Centre - Lease Agreement queries

Hi Peter

Sch 4/3 2 & 17

Under RTI Act



Thanks

*Janet Campbell*  
Executive Manager Corporate Business  
Phone: (07) 4194 8101  
Email: [janet.campbell@frasercoast.qld.gov.au](mailto:janet.campbell@frasercoast.qld.gov.au)

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#2135785



# Certificate of Classification

# 11

<p><b>1. Type of Certificate</b> Indicate the type of Certificate of Classification being issued.</p> <p><i>Interim Certificate: Issued pending the carrying out of the inspection, when due to a building's location, it is not practicable for a building certifier to inspect a building to decide if it has been substantially completed.</i></p>	<p><input checked="" type="checkbox"/> Certificate of Classification      <input type="checkbox"/> Interim Certificate of Classification</p> <p>Date interim Certificate of Classification will expire if applicable</p>								
<p><b>2. Owner details</b> If the applicant is a company, a contact person must be shown.</p>	<p>Name (natural person or company) FRASER COAST REGIONAL COUNCIL</p>								
<p><b>3. Property description</b> The description must identify all land the subject of the application. The lot &amp; plan details (eg. BP / RP) are shown on title documents or a rates notice. If the plan is not registered by title, provide previous lot and plan details.</p>	<p>Street address (include No., street, suburb / locality and postcode) MAYNE STREET TIARO QLD 4650</p> <p>Lot &amp; plan details (attach list if necessary)      In which local government area is the land situated? Lot 5 RP 4957      FRASER COAST REGIONAL COUNCIL</p>								
<p><b>4. Classification</b> The building or part thereof described is classified as follows in accordance with Part A3 of the Building Code of Australia having regard to the use for which it was designed, built or adapted. If a part of the building is classified differently to another part - state the part to which each classification relates.</p>	<table border="1"> <thead> <tr> <th>Part of Building - Description</th> <th>Class of Building / Part</th> </tr> </thead> <tbody> <tr> <td>Whole of Building - Medical Centre</td> <td>5</td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	Part of Building - Description	Class of Building / Part	Whole of Building - Medical Centre	5				
Part of Building - Description	Class of Building / Part								
Whole of Building - Medical Centre	5								
<p><b>5. Max No. of people permitted</b> If applicable, state the maximum number of people permitted in the building and the portion it applies to.</p>	<table border="1"> <thead> <tr> <th>Maximum population</th> <th>Part of building</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	Maximum population	Part of building						
Maximum population	Part of building								
<p><b>6. Restrictions on the use or occupation of the building</b> If the building work uses a building solution within the meaning of Building Code of Australia or the Queensland Development Code, restricting the use or occupation of the building, state the restriction.  For example, a limitation on the use of finishes with the fire hazard properties as defined under the Building Code of Australia.</p>	<p>Restrictions.</p> <p>The following restrictions apply to the use or occupation of the building:</p>								

LOCAL GOVERNMENT USE ONLY

**7. Alternative Solutions**

if the building work uses an alternative solution, state the applicable materials, systems, methods of building, procedures, specifications and other relevant requirements.

This will provide building owners and occupiers with a concise and practical explanation of alternative solutions that may have some operational implications on the use of the building. This will also help ensure the ongoing use of the building and any future modifications do not compromise compliance with the performance requirements of the applicable building code.

**Alternative solution requirements**

The following systems and procedures form part of the alternative solution:

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**8. Building Certifier**

If the certifier is a company, a contact person must be shown.

Name of building certifier (in full)

LAURENCE EVES

Licence number

A1088602

Signature

Date

10/11/2011

Building Approval Reference Number

111437



## **Tiaro (Superseded) Planning Scheme - Commercial Facilities Code**

Code response to Acceptable Solutions for Self Assessable development

- (a) (i) N/A – The proposed Medical Facility is within an existing building.
- (ii) Car parking is provided along the street frontage and on site at the rear of the building.

Landscaping treatment of 2m wide exists along the road frontage.

- (b) Access, and car parking is provided in accordance with EDROC Standards. A total of 14 on site car parking spaces are provided, which equates to a rate of 1 space per 34m<sup>2</sup> of gross floor area. Sufficient room for service vehicles to load/unload is also provided to the rear of the site. One (1) space for PWD and an ambulance bay are located at the entrance to the site, while an additional 15 car parking spaces are also available along the street frontage in the immediate vicinity. Overall, the proposal can provide car parking in compliance with the required 1/25m<sup>2</sup>.

- (c) (i) N/A
- (ii) The site is accessed by a constructed roadway with formalised stormwater drainage.

- (d) N/A – There are no low impact industries associated with this proposal.

- (e) Whilst no acceptable solution is provided for this Performance Criterion, the proposal will not create environmental nuisance of noise, odour, lighting on adjacent uses and areas.

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10 June 2011

Tracey Genrich  
Fraser Coast Regional Council  
P O Box 1943  
HERVEY BAY QLD 4655

Dear Ms Genrich,

**REQUEST TO APPLY THE SUPERSEDED PLANNING SCHEME - AS100510.01 -  
NOTICE OF DECISION - COMMERCIAL FACILITIES (MEDICAL CENTRE) -  
LOCATED AT MAYNE STREET, TIARO QLD 4650**

I refer to your request to apply the superseded Planning Scheme for Tiaro Shire Council, to the proposed establishment of a Medical Centre defined as Commercial Facilities over a site located at Mayne Street, Tiaro.

At Council's Planning and Development Committee Meeting held 8 June 2011, it was decided that your request to apply the superseded planning scheme be approved. Details of the approval are provided below:

**1. SITE DETAILS**

**Property Address**

Mayne Street, Tiaro

**Property Description**

Lot 2 RP4958 and Lot 5 RP4957

**2. DESCRIPTION OF PROPOSAL**

Request for Application of Superseded Planning Scheme under section 95 of the *Sustainable Planning Act 2009* for the carrying out of Assessable Development - Material Change of Use - Commercial Facilities (Medical Centre)

**3. DETAILS OF THE DECISION**

Agreed, as per section 96(1) of the *Sustainable Planning Act 2009*

#3008030

#### 4. PROPOSAL PLANS

Drawing No.	Plan/Document name	Date
41-23513-G001	'Cover Sheet', prepared by GHD	19 April 2011
41-23513-A001	'Site Plan and Demolition Plan', prepared by GHD	18 April 2011
41-23513-A100	'Ground Floor Plan', prepared by GHD	18 April 2011
41-23513-C001	'Civil Services Carpark Layout', prepared by GHD	18 April 2011

#### 5. LEVEL OF ASSESSMENT UNDER SUPERSEDED PLANNING SCHEME

The Superseded Planning Scheme for Tiaro Shire Council provides the following level of assessment for the proposed development in column 2 of the Assessment Table for the Commercial Zone:

Self Assessable, or Code Assessable if the acceptable solutions of the Commercial Facilities Code are not complied with

Self Assessable development is required to comply with the applicable Codes pursuant to sections 236 and 574 of the *Sustainable Planning Act 2009*.

#### 6. CODES APPLICABLE TO SELF-ASSESSABLE DEVELOPMENT

The Superseded Planning Scheme for Tiaro Shire Council identifies the following as applicable Codes for the proposed development in column 3 of the Assessment Table for the Commercial Zone:

If Self Assessable, Commercial Facilities Code (acceptable solutions).

If Code Assessable:  
Commercial Facilities Code  
Commercial Zone Code  
General Development Code  
Landscape and Buffer Code.

#### 7. REQUIREMENT FOR FURTHER DEVELOPMENT APPLICATION

A development application for Code Assessment will be required, if compliance with the acceptable solutions of the Commercial Facilities Code cannot be met.

If required, a development application (superseded planning scheme) must be made in accordance with section 99 of the *Sustainable Planning Act 2009*.

#### 8. WHEN DEVELOPMENT MUST START

The proposed use must be started in accordance with section 98(1) of the *Sustainable Planning Act 2009*, unless extension to the period is sought pursuant to section 98(2) and (3).

If you wish to discuss the requirements of this notice, please contact the assessing officer listed below.

Yours sincerely

**MICHAEL ELLERY  
EXECUTIVE MANAGER  
DEVELOPMENT ASSESSMENT**

**Contact Officer:** Zana Larikka  
**Phone:** 07-4197 4508  
**Our reference:** #2035926

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If you wish to discuss the requirements of this notice, please contact the assessing officer listed below.

Yours sincerely



**MICHAEL ELLERY**  
**EXECUTIVE MANAGER**  
**DEVELOPMENT ASSESSMENT**

**Contact Officer:** Zana Larikka  
**Phone:** 07-4197 4508  
**Our reference:** #2035926

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Kamala Dunn

**From:** Janet Campbell  
**Sent:** Tuesday, 29 October 2013 6:25 PM  
**To:** Belinda  
**Cc:** Emma Crabtree (Emma.Crabtree@frasercoast.qld.gov.au)  
**Subject:** Message for [redacted] Sch 4/3-3

Hi [redacted] Sch 4/3-3

Just confirming our phone call a little earlier that Council is pleased to negotiate a lease over the Tlaro building with you based on your Expression of Interest and our subsequent discussions. As discussed, I have advised the other Doctors who submitted Expressions of Interest of this decision. I have also advised the Mayor and Councillors and expect they may want to put something into the media once we are signed up. Would you have any objection to this?

Out of Scope

[redacted]

Thank you again for your interest and we very much look forward to working closely with you with a view to occupation by the end of the year/early January. I have asked that the keys be made available for you on Friday from the Maryborough Administration building to allow you to check power and telephone outlets.

If you have any queries prior to hearing from me, please give me a call on the number below or mobile 0427579489.

Thanks

*Janet Campbell*  
Executive Manager Corporate Business  
Phone: (07) 4194 8101  
Email: [janet.campbell@frasercoast.qld.gov.au](mailto:janet.campbell@frasercoast.qld.gov.au)

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[redacted]

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#2013/10/29

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**Kamala Dunn**

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**From:** Lisa Desmond  
**Sent:** Tuesday, 29 October 2013 5:29 PM  
**To:** Janet Campbell  
**Cc:** Alexis Hill; Peter Smith; Debra Moore; Emma Crabtree  
**Subject:** RE: Tiaro Medical Centre

H Janet

Sch 4/3-3

That is fine with me. As long as we have a rent review after the 5 years and include a timeframe for [REDACTED] to be established by.

Sch 4/3-3

If you can also advise Councillors we are negotiating with [REDACTED] and the proposal and advise the other Doctors.

Thanks

Lisa

**Lisa Desmond**  
Chief Executive Officer  
Office of CEO  
T (07) 4197 4560 | M 0448 419 744 | E [lisa.desmond@frasercoast.qld.gov.au](mailto:lisa.desmond@frasercoast.qld.gov.au)

---

**From:** Janet Campbell  
**Sent:** Monday, 28 October 2013 2:10 PM  
**To:** Lisa Desmond  
**Cc:** Alexis Hill; Peter Smith; Debra Moore; Emma Crabtree  
**Subject:** RE: Tiaro Medical Centre

Hi Lisa

Sch 4/3 2 & 17

Sch 4/3-3

Are you ok for us now to proceed with negotiating the lease for [REDACTED] subject to Exec approval, and advising the other Doctors accordingly?

Sch 4/3-3

Did you want me to advise Councillors that we are now negotiating with [REDACTED] as well?

Thanks

*Janet Campbell*

Executive Manager Corporate Business  
Phone: (07) 4194 8101  
Email: [janet.campbell@frasercoast.qld.gov.au](mailto:janet.campbell@frasercoast.qld.gov.au)

---

**From:** Janet Campbell  
**Sent:** Tuesday, 22 October 2013 6:17 PM  
**To:** Lisa Desmond  
**Cc:** Alexis Hill; Peter Smith; Debra Moore; Emma Crabtree  
**Subject:** RE: Tiaro Medical Centre

Out of Scope

*Janet Campbell*

Executive Manager Corporate Business  
Phone: (07) 4194 8101  
Email: [janet.campbell@frasercoast.qld.gov.au](mailto:janet.campbell@frasercoast.qld.gov.au)

---

**From:** Lisa Desmond  
**Sent:** Tuesday, 22 October 2013 6:13 PM  
**To:** Janet Campbell  
**Cc:** Alexis Hill; Peter Smith; Debra Moore; Emma Crabtree  
**Subject:** Re: Tiaro Medical Centre

What happens to the tenant we rent to. Does this continue with us?

With bottom floor I would make no commitments as Landcare have a occupancy in this space.

All ok with me and cc Councillors of confidential negotiations

Thanks

Lisa

Lisa Desmond  
Chief Executive Officer  
Fraser Coast Regional Council  
T: 4197 4560

---

**From:** Janet Campbell  
**Sent:** Tuesday, October 22, 2013 06:04 PM E. Australia Standard Time  
**To:** Lisa Desmond

**Cc:** Alexis Hill; Peter Smith; Debra Moore; Emma Crabtree  
**Subject:** RE: Tiaro Medical Centre

Hi Lisa

Sch 4/3 2 & 17



Are you happy with this and if so, do we need to advise Council?

*Janet Campbell*

Executive Manager Corporate Business  
Phone: (07) 4194 8101  
Email: [janet.campbell@frasercoast.qld.gov.au](mailto:janet.campbell@frasercoast.qld.gov.au)

---

**From:** Lisa Desmond  
**Sent:** Tuesday, 22 October 2013 5:50 PM  
**To:** Janet Campbell  
**Cc:** Alexis Hill; Peter Smith; Debra Moore; Emma Crabtree  
**Subject:** Re: Tiaro Medical Centre

Hi Janet

Sch 4/3 2 & 17



Good outcome let's sign it up

Cheers

Lisa

Lisa Desmond  
Chief Executive Officer  
Fraser Coast Regional Council  
T: 4197 4560

---

**From:** Janet Campbell  
**Sent:** Tuesday, October 22, 2013 04:55 PM E. Australia Standard Time  
**To:** Lisa Desmond  
**Cc:** Alexis Hill; Peter Smith; Debra Moore; Emma Crabtree

**Subject:** Tiaro Medical Centre

Hi Lisa

Sch 4/3 2 & 17



Can you please advise how you want us to follow this up.

Thanks

*Janet Campbell*

Executive Manager Corporate Business

Phone: (07) 4194 8101

Email: [janet.campbell@frasercoast.qld.gov.au](mailto:janet.campbell@frasercoast.qld.gov.au)

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Kamala Dunn

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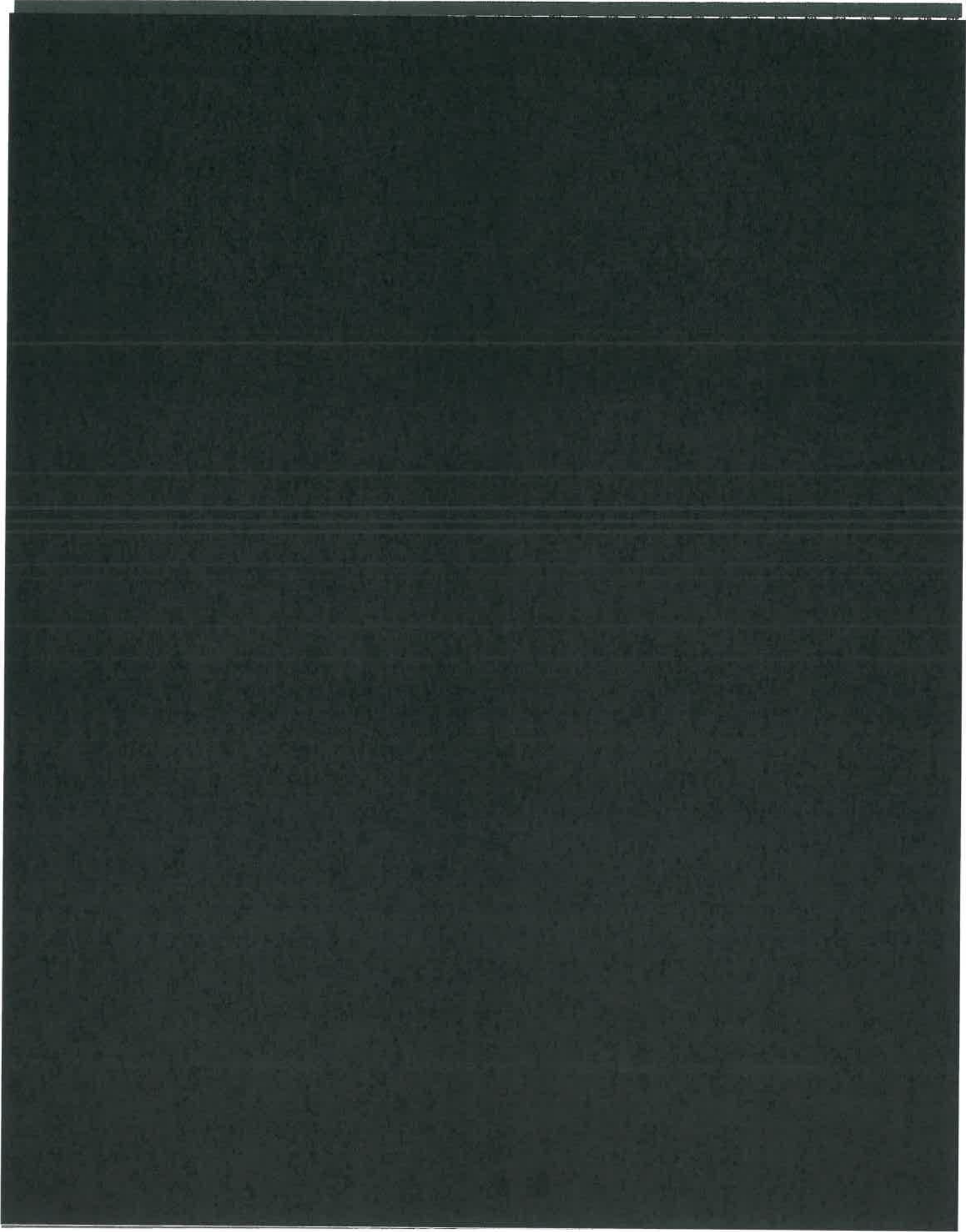
**From:** [REDACTED] Sch 4/3-2  
**Sent:** Monday, 28 October 2013 1:31 PM  
**To:** Janet Campbell  
**Subject:** Re: Lease agreement  
**Attachments:** Lease agreement.docx

Hello Janet, Sch 4/3 2 & 3  
I have attached a copy [REDACTED] letter for you.  
Hope you had a lovely weekend.  
Kind regards,

[REDACTED] Sch 4/3-3

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**Kamala Dunn**

**From:** [Redacted] **Sch 4/3-2**  
**Sent:** Tuesday, 22 October 2013 5:54 PM  
**To:** Janet Campbell  
**Subject:** Re: Amendment  
**Attachments:** expression of interest.pdf

Good afternoon Janet,  
Here as discussed in our phone conversation is the amended expression of interest.

[Redacted]

**From:** Janet Campbell **Sch 4/3 2 & 17**  
**Sent:** Tuesday, October 22, 2013 3:44 PM  
**To:** [Redacted] **Sch 4/3-2**  
**Subject:** RE: Ooops

Excellent - thanks

*Janet Campbell*  
Executive Manager Corporate Business  
Phone: (07) 4194 8101  
Email: [janet.campbell@frasercoast.qld.gov.au](mailto:janet.campbell@frasercoast.qld.gov.au)

---

**From:** [Redacted] **Sch 4/3-2**  
**Sent:** Tuesday, 22 October 2013 3:21 PM  
**To:** Janet Campbell  
**Subject:** Ooops

Sorry Janet I shall try that again.

[Redacted] **Sch 4/3-3**

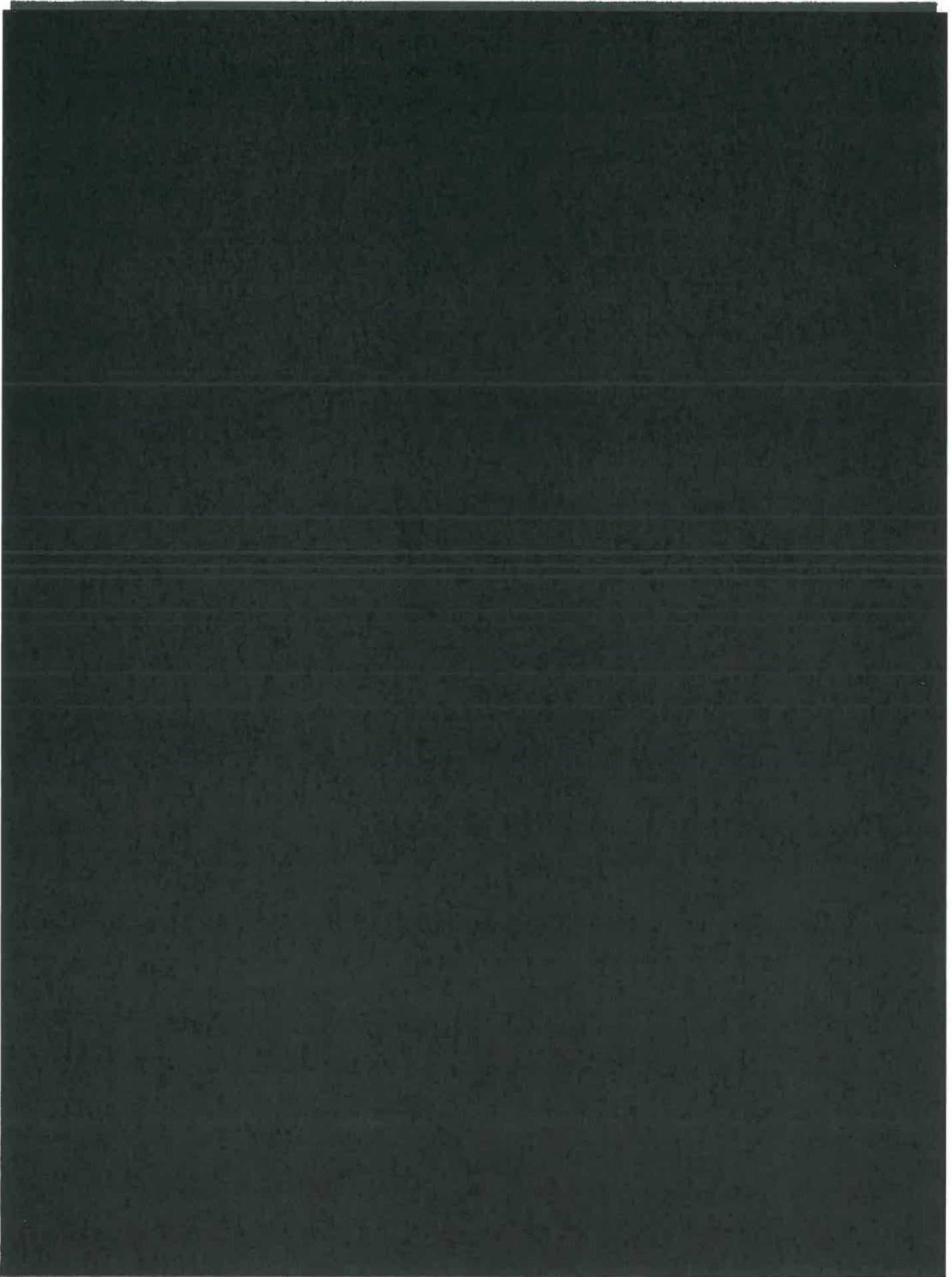
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**Kamala Dunn**

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**From:** Janet Campbell  
**Sent:** Friday, 11 October 2013 1:03 PM  
**To:** [REDACTED] Sch 4/3-3  
**Cc:** Debra Moore  
**Subject:** Tiaro Medical Centre

H [REDACTED] Sch 4/3-3

I am writing to advise that Council is inviting Expressions of Interest from yourself, as a former occupant of the former Tiaro Council building, and 2 other GPs who have since expressed Interest in establishing a medical facility within the building. Following receipt of other offers, Council has revised the leasing conditions and is now willing to offer a 12 month rent free period subject to the following:-

1. The same offer will also be made to two other parties, each of whom have previously submitted EOIs requesting rent-free periods which were rejected by Council
2. The payment of outgoings e.g. electricity etc
3. A 5 year contract being executed, made up as follows:
  1. an initial period of 3 years, with the first year being rent free and the 2 subsequent years at \$100 per room per week
  2. a 2 year option subject to Council approval
4. Other terms and conditions being negotiated

Accordingly, can you please consider the above and, if you wish to pursue this matter, please respond in writing, by no later than **Friday 18<sup>th</sup> October**, with your agreement to the above, and other terms and conditions you wish to include. If no response is received by the 18<sup>th</sup> Council will proceed on the basis that you do not wish to pursue the matter.

Upon receipt of all responses, the offers will be considered and you will be advised of the outcome as soon as possible.

We look forward to your response.

Thanks

Janet Campbell  
Executive Manger Corporate Business  
PH: (07) 4194 8101