



ORDINARY MEETING SUPPLEMENTARY AGENDA

Tuesday, 16th January 2024

CCEC Chambers, 49 Stockyard Street, Cunnamulla



SUPPLEMENTARY AGENDA

10 LATE REPORTS

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10.1 Infrastructure – Procurement of New Backhoe Loader

Council Meeting: 16th January 2024
Department: Infrastructure
Author: Monique Gavin, Warehouse Coordinator

Purpose

The purpose of this report is to provide the responses received for RFQPSC2023-24-002 Supply and delivery of one new backhoe loader and recommend award of contract.

Recommendation

That Council:

- 1. receive and note the report; and*
- 2. award the contract for one Backhoe Loader Model Caterpillar 444 Backhoe/Industrial Loader with 4 additional bucket attachments to Hastings Deering (Australia) Limited, to a total purchase price of \$288,080.52 ex. GST; and*
- 3. delegate full financial and other authority for execution of the purchase to the CEO.*

Discussion

Council elected in August 2023 that during the current financial year 2023-2024 Council would sell surplus plant and equipment to assist in the funding of the new backhoe. The Backhoe is a valued asset to Council and it is used across a variety of jobs daily due to its versatility. The current asset has reached 10 years of service and as such is identified as being due for replacement. To assist with funding the new asset, Council undertook an auction sale to reduce unused plant and equipment. The total funds received from the Auction amounted to \$297,579.00.

The request for quotation was called through Vendor Panel Local Buy suppliers under contract NPN2.15-2 plant machinery equipment. Two of most repeatable companies were invited Komatsu and Hastings Deering. JCB was approached before requests were published as they no longer have the required size machine as they have upsized their current model which is too large for our needs. Procurement through Local Buy arrangement allows council to proceed with a minimum of 1 quotation.

Request for tender submissions closed at noon, 1st December 2023. The responses were then downloaded, reviewed, and analysed. A spreadsheet is attached for council reference. All submissions received are within this allocated approved budget. After review of all submissions multiple factors were reviewed including Suitability of unit tendered (50), Tendered price (25), Performance of known company (15), Plant availability (5) and Warranty offered (5).

Currently there is \$297,579.00 for the purchase of this new machine, excluding an estimated \$40,000.00 for the sale of the current Backhoe when the new machine arrives. It is recommended that Council proceed with the quotation from Hastings Deering (Australia) Limited, for one new

Caterpillar 444 Backhoe/Industrial loader including the purchase of 4 additional bucket attachments.

This machine is being put forward based on Company familiarity, quality, and reputation, the 2 machines that have been evaluated and both similar in operation capabilities and pricing. Paroo Shire Council currently has 8 machines with Hastings Deering and have proven they are reliable, dependable and provide an exceptional service with monthly visits from Parts representatives, 24 hr turn around for a service representative if we require breakdown assistance and have ensured warranty guidelines are met if there is a breakdown on a machine still under warranty.

RRFQPSC2023-2024-002 through Local Buy Contract NPN2.15-2

Evaluation Scoresheet

Supplier		Hastings Deering Toowoomba Carrington Road, Toowoomba QLD 4350 (Local Branch) 444 Backhoe/Industrial loader		Komatsu 535 Progress Road, Wacol QLD 4076 WB97S-8E0	
Purchase price tendered	exl GST	\$279,000.00		\$276,600.00	
Additional attachment pricing	exl GST	\$9,080.52		\$10,600.00	
Net Price (Excluding an additional requirements)	exl GST	\$288,080.52		\$287,200.00	
Criteria	Weight	Rating/5	Score	Rating	Score
Suitability of unit Tendered	50	5.00	50.0	5.00	50.0
Tendered Price	25	4	20.0	4	20
Performance of known company	15	4	12.0	2	6
Plant availability	5	3	3.0	3	3
Warranty Offered	5	5	5.0	5	5
Score	100		90.0		84.0

Rating	Grade
Excellent/Best	5
Very Good	4
Better than average	3
Acceptable	2
Marginal	1
Inadequate	0

TENDER CONFORMS	YES	YES
TENDER CONSIDERED BY PANEL	YES	YES

The Evaluation Scores shown in this document have been assessed by the full evaluation panel and the scores shown represent the weighted score for each Tenderer as determined jointly by the panel without bias.

The Hastings Deering submission is the preferred Tender having:-

Submitted a competitive tender price.

Obtained the highest score for the Selection Criteria

High standard with the company and familiarity with machines

Note 1: The Evaluation Panel has no conflict of interest with the tenderers

Note 2: All tendered prices shown exclusive of GST

Column1	Column2	Column3	Column4	Column5	Column6	Column7	Column8
RFQPSC2023-24-002 Local Buy Contract NPN2.1-2							
Company	Machine Model	Warranty	Delivery	Spec Compliant	Price of optional extra Ex gst	Price of Machine Ex gst	Total
Hastings Deering	CATERPILLA 444	60 Months / 6000 hrs	20 Weeks	Yes	9,080.52	279,000.00	288,080.52
Komatsu Aus	KOMATSU WB97S-8E0	60 Months / 6000 hrs	16-20 weeks	Yes	10,600	276,600.00	287,200.00

10.2 Infrastructure – TIDS 4 year program

Council Meeting: 16th January 2024
Department: Infrastructure
Author: Trevor Jones – Senior Technical Officer

Purpose

The purpose of this report is to seek Council endorsement toward the implementation of the proposed 4 year Transport Infrastructure Development Scheme (TIDS) program expenditure; specifically the project selection for the 2027-2028 financial year.

Recommendation

That Council:

1. *receive and note the report; and*
2. *endorse the proposed 4 year TIDS expenditure program as outlined in the report; being Jobs Gate Road chainage 30-35km, rip the existing gravel surface, incorporate gravel for 150mm pavement 7m wide, water, compact and two coat bitumen seal to 6m wide; and, Humberburn Road chainage 37-39km to repair the existing stabilized causeway. It is proposed to extend that causeway for a total of about 2km and widen to two lanes to allow passing when the area is flooded. This will involve 150mm cement stabilized gravel pavement, 7m wide.*

Discussion

The SWRRTG has asked Council for its future projects for the next four-years program. These projects are usually locked in and require Council and SWRRTG approvals to change them. Staff require framework and policy direction to enable this allocation before detailed scope of the projects are developed.

Transport needs of Paroo Shire Council

Council hosts a North-South connection which links Bourke in NSW with Charleville via Cunnamulla. Additionally, Council hosts an East-West connection which links St George with Thargomindah via Cunnamulla.

To further develop the transport network, the road network may need further development.

One possible further development is to consider sealing diagonal road connections through the shire as follows:

1. Connect Brewarrina to the North-West via Jobs Gate and Eulo-Toompine Road
2. Connect the South-West to St George via Thurulgoona Road, Jobs Gate and Murra Murra Roads.

Development of Project Scopes

If the above strategy is agreed, Council staff can develop a scope of projects along Jobs Gate, Thurulgoona, Murra Murra and Eulo-Toompine Roads. Council staff can develop specific sections that need development and estimate the cost of such for the next 5-10 years.

Assessment of the identified roads

- **Eulo-Toompine Road**

Current efforts are focused on widening some parts of the Eulo-Toompine Road to make it safe for passing traffic. The road is a major link between Cunnamulla and Quilpie, both for residents and also inter-state freight and tourism. The road currently has a 3.6-4m seal which is usually satisfactory, however there are several tight curves and crests which have poor sight vision. It is planned to widen these sections along with a few narrow floodways.

- **Jobs Gate Road**

NSW is trying to make the road from Brewarrina to the Queensland Border a sealed road. This would join our Shire at the end of Jobs Gate Road. If this project goes ahead, it could lead to an increase in traffic entering our Shire.

Council was already interested in improving the road from the Mitchell Highway through Thurulgoona to Jobs Gate Road to join the Balonne Highway via the Murra Murra Road. Much effort has already been made to make this an all-weather gravel road network. Currently the seal will be extended another 13km to near the Widgeegora Creek crossing, just 15km from the Bundaleer Road intersection. There are another 50km from that intersection to the NSW border. Should Council continue sealing to the Bundaleer Intersection as part of its overall vision, it is suggested the last section of Jobs Gate Road be left as an all-weather gravel road until NSW has completed its sealing works.

- **Thurulgoona Road**

The Thurulgoona Road is currently 60km long and it would require a major committed from Council if it wishes to seal it. Instead, attention could be made in keeping it to a good all-weather gravel road.

- **Humberburn Road**

This is still a comparably well used road, particularly to the Koroit Opal Field, however the north side is populated with Carbon farming businesses which is leading to a reduction of traffic. Instead, Council may choose to develop Eulo-Toompine Road rather than making a further large investment on Humberburn Road given that there are a few permanent dwellings with people living on this road.

- **Additional notes**

Tourism and Livestock along the Pitherty Road and further south through the National Park might continue to increase, however this network is prone to bad roads in wet weather, particularly in the Park.

It is recognised that some roads are not available in the TIDS Network. If the strategy is adopted, Council can make a request to include additional roads into the TIDS network.

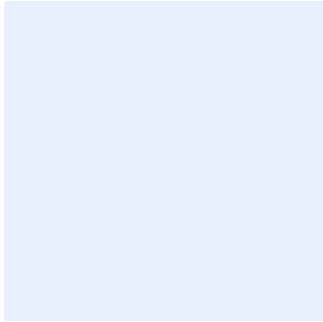
SWRRTG – TIDS PROJECT SCOPE FORM

STEP ONE: Complete Project Details

Source of funds: (Program, line item in RIP)		SWRRTG - TIDS			
Region/District:		South West RRTG	Council Name:	Paroo Shire Council	
Project Name:		Humeburn Pavement Formation & Stabilize Floodway			
Road Name:		Humeburn Road			
Road Number:	706	Road Class:	Unsealed Gravel	AADT:	50
Project Locations:		Start Chainage	End Chainage	Length of Chainage	
Humeburn Road		37.00km	39.00km	2.00km	
Council Project Number:		2505-706-205	TMR Project Number:	TBA	
Detailed Description of Works To Be Carried Out:					

Rip existing Gravel surface incorporate Gravel for a 150mm Pavement, 7m wide. Water, Compact and Cement powder to Stabilize causeway..

Provide map showing project location:



SWRRTG – TIDS PROJECT SCOPE FORM

STEP TWO: Complete Project Alignment with SWRRTG Strategic Transport Plan

Strategic Criteria	Yes/No	If Yes, please provide reasoning
Does project contribute to reducing the number or severity of road crashes in the region?	Yes <input checked="" type="checkbox"/> <input type="checkbox"/> No <input type="checkbox"/>	Flood Plain is impassable in wet, black soil Shoulder very Boggy
Does project contribute to regional tourism development?	Yes <input checked="" type="checkbox"/> <input type="checkbox"/> No <input type="checkbox"/>	Caravans travelling to Bird Watching area of Bowra
Does the project improve flood immunity and wet weather access?	Yes <input checked="" type="checkbox"/> <input type="checkbox"/> No <input type="checkbox"/>	Unseal Road Boggy when wet, will allow all weather access
Does the project improve connections between communities?	Yes <input checked="" type="checkbox"/> <input type="checkbox"/> No <input type="checkbox"/>	Vehicles travelling from Kroitot Opal Fields to Cunnamulla as well as grazing properties try to reach Quilpie-Charleville Road.
Does the project improve access for heavy vehicles resulting in improved commercial transport efficiency?	Yes <input checked="" type="checkbox"/> <input type="checkbox"/> No <input type="checkbox"/>	Livestock transports use road continuously for Local economy, providing access to markets on Coast
Is project identified for renewal in an approved council asset management plan	Yes <input checked="" type="checkbox"/> <input type="checkbox"/> No <input type="checkbox"/>	Long term renewal of Road Asset, major Road in Paroo Shire network providing through access to numerous properties.

SWRRTG – TIDS PROJECT SCOPE FORM

STEP THREE: Enter Project Funding Details												
Funding Source	2024-2025		2025-2026		2026-2027		2027-2028		Total			
TIDS	0.00		0.00		0.00		\$197,500		0.00			
Council	0.00		0.00		0.00		\$197,500		0.00			
Other	0.00		0.00		0.00		0.00		0.00			
TOTAL	0.00		0.00		0.00		\$395,000		0.00			

Project Cash Flow Accrual Basis (Current Year) \$K – <u>TIDS Only funding</u>												
Month	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
Original Forecasted Monthly Expenditure	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	75	122.50	0.00	0.00
Original Forecasted Cumulative Expenditure	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	75	197.5	0.00	0.00
Cumulative Expenditure Review Carried out On Select Date By Insert Name	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

SWRRTG – TIDS PROJECT SCOPE FORM

STEP FOUR: Complete SWRRTG Project Approvals

Form Prepared By (SWRRTG Member)

Name:	Trevor Jones	Position:	Senior technical Officer
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Signature:		Date:	16/01/2024
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Council Endorsement

I certify that council has approved the submission of this project to the SWRRTG for approval and has committed to the funding of Council's portion at its meeting held on Select Date.

Name:	Cassandra White	Position:	Chief Execute Officer
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Signature:		Date:	Select Date
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SWRRTG Endorsement

I certify that the SWRRTG has approved this project to the included in the SWRRTG Works Program at its meeting held on Select Date.

Name:		Position:	
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Signature:		Date:	Select Date
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TMR Administration

Submission Entered Into QTRIP

Name:		Position:	
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Signature:		Date:	Select Date
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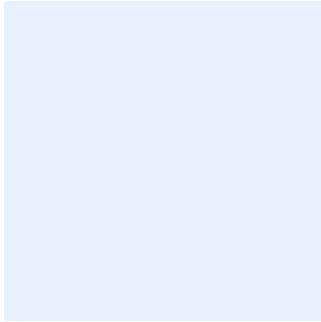
SWRRTG – TIDS PROJECT SCOPE FORM

STEP ONE: Complete Project Details

Source of funds: (Program, line item in RIP)		SWRRTG - TIDS			
Region/District:		South West RRTG	Council Name:		Paroo Shire Council
Project Name:		Jobs Gate Pavement Formation & seal			
Road Name:		Jobs Gate Road			
Road Number:	605	Road Class:	Unsealed Gravel	AADT:	50
Project Locations:		Start Chainage	End Chainage	Length of Chainage	
Jobs Gate Road		30.00km	35.00km	5.00km	
Council Project Number:		2505-605-205	TMR Project Number:		TBA
Detailed Description of Works To Be Carried Out:					

Rip existing Gravel surface incorporate Gravel for a 150mm Pavement, 7m wide. Water, Compact and two coat Bitumen seal to 6m width.

Provide map showing project location:



SWRRTG – TIDS PROJECT SCOPE FORM

STEP TWO: Complete Project Alignment with SWRRTG Strategic Transport Plan

Strategic Criteria	Yes/No	If Yes, please provide reasoning
Does project contribute to reducing the number or severity of road crashes in the region?	Yes <input checked="" type="checkbox"/> <input type="checkbox"/> No <input type="checkbox"/>	Narrow road width and boggy when wet
Does project contribute to regional tourism development?	Yes <input checked="" type="checkbox"/> <input type="checkbox"/> No <input type="checkbox"/>	Caravans travelling to Culgoa National Park risk bogging or accidents
Does the project improve flood immunity and wet weather access?	Yes <input checked="" type="checkbox"/> <input type="checkbox"/> No <input type="checkbox"/>	Unseal Road Boggy when wet, will allow all weather access
Does the project improve connections between communities?	Yes <input checked="" type="checkbox"/> <input type="checkbox"/> No <input type="checkbox"/>	Vehicle travelling From Queensland to NSW use road
Does the project improve access for heavy vehicles resulting in improved commercial transport efficiency?	Yes <input checked="" type="checkbox"/> <input type="checkbox"/> No <input type="checkbox"/>	Logging & Livestock transports use road continuously for Local economy, providing access to markets on Coast
Is project identified for renewal in an approved council asset management plan	Yes <input checked="" type="checkbox"/> <input type="checkbox"/> No <input type="checkbox"/>	Long term renewal of Road Asset, major Road in Paroo Shire network providing through access to numerous properties.

SWRRTG – TIDS PROJECT SCOPE FORM

STEP THREE: Enter Project Funding Details												
Funding Source	2024-2025		2025-2026		2026-2027		2027-2028		Total			
TIDS	0.00		0.00		0.00		\$850000		0.00			
Council	0.00		0.00		0.00		\$850,000		0.00			
Other	0.00		0.00		0.00		0.00		0.00			
TOTAL	0.00		0.00		0.00		\$1,700,000		0.00			

Project Cash Flow Accrual Basis (Current Year) \$K – <u>TIDS Only funding</u>												
Month	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
Original Forecasted Monthly Expenditure	0.00	0.00	200	200	250	200	0.00	0.00	0.00	0.00	0.00	0.00
Original Forecasted Cumulative Expenditure	0.00	0.00	200	400	650	850	0.00	0.00	0.00	0.00	0.00	0.00
Cumulative Expenditure Review Carried out On Select Date By Insert Name	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

SWRRTG – TIDS PROJECT SCOPE FORM

STEP FOUR: Complete SWRRTG Project Approvals

Form Prepared By (SWRRTG Member)

Name:	Trevor Jones	Position:	Senior technical Officer
Signature:		Date:	15/01/2024

Council Endorsement

I certify that council has approved the submission of this project to the SWRRTG for approval and has committed to the funding of Council's portion at its meeting held on Select Date.

Name:	Cassandra White	Position:	Chief Executive Officer
Signature:		Date:	Select Date

SWRRTG Endorsement

I certify that the SWRRTG has approved this project to be included in the SWRRTG Works Program at its meeting held on Select Date.

Name:		Position:	
Signature:		Date:	Select Date

TMR Administration

Submission Entered Into QTRIP

Name:		Position:	
Signature:		Date:	Select Date

Flag	Scope Form	Project Description	Chainage Location	Total Project C	2024/25	2025/26	2026/27	2027/28	Summary Work Description
TRUE		SWRRTG Allocation			\$7,082,173	\$7,082,173	\$7,082,173	\$7,082,173	
		Difference			\$0	\$0	\$0	\$7,082,173	
SWRRTG Total Program					\$7,082,173	\$7,082,173	\$7,082,173		
Balonne SC				\$3,949,220	\$1,047,500	\$1,047,500	\$1,047,500		
No		Bollon-Dirranbandi Rd	59.7 - 72.1 km	594,000	\$300,000				Bitumen Reseal
Yes		Kooroon Rd	0.0 - 14.7 km	\$680,000		\$340,000			Gravel resheet
No		Hebel - Goodooga Rd	0.0 - 4.0 km	180,000	\$90,000				Reseal
Yes		Hebel - Goodooga Rd	4.0 - 6.2 km	\$111,000		\$55,500			Reseal
No		Whyenbah Rd	68.0 - 70.6 km	\$667,000	\$337,500				Reseal
No		Noondoo - Thallon Rd	20.0 - 30.0 km	\$640,000	\$320,000				Gravel Resheet
No		Noondoo - Thallon Rd	10.0 - 20.0 km	\$640,000		\$320,000			Gravel Resheet
Yes		Talwood - Mungindi Rd	0.0 - 10.41km	\$437,220		\$332,000			Shoulder Resheet
		TBA					\$1,047,500		
Maranoa RC				\$10,236,000	\$1,706,000	\$1,706,000	\$1,706,000		
Yes		Bollon Road	91.74 - 111.74 km	\$1,473,500			\$736,750		Gravel Resheet
No		Dunkeld Road	13.60 - 26.20 km	\$1,071,000			\$535,500		Gravel Resheet
Yes		Mt Moffatt Road	40:00 - 46:00 km	1,600,000		\$800,000			Bitumen widening and rehabilitation
Yes		Redford Road	20.54 - 29.31 km	1,706,000	\$853,000				Bitumen extension
No		Teelba Road	87.50- 96.00	867,500			\$433,750		Gravel Resheet
Yes		Womblebank Gap Road	16.25 - 20.25 km	1,212,000		\$606,000			Bitumen widening and rehabilitation
Yes		Yuleba Surat Road (b)	54.05 - 62.80 km	1,706,000	\$853,000				Bitumen extension
Yes		Yuleba Surat Road (b)	45.74 - 53.74 km	600,000		\$300,000			Gravel Resheet
		TBA							
Murweh SC				\$4,190,000	\$1,047,500	\$1,047,500	\$1,047,500		
Yes		Adavale Rd	85.4 - 95.23 km	\$1,780,000	\$890,000				Seal widening
Yes		Adavale Rd	TBA Various	\$315,000	\$157,500				Construct sections to a 4.0m sealed standard with 8.0m sealed floodways
No		Bollon Rd	55.85- 68.1 km	\$2,095,000		\$1,047,500			
		TBA					\$1,047,500		
Paroo SC				\$6,285,000	\$1,047,500	\$1,047,500	\$1,047,500		
No		Jobs Gate Road	35.0 - 50.0 km	\$2,095,000		\$1,047,500			Rip, add material. compact and seal
Yes		Jobs Gate Road	85.0 - 95.0 km	\$1,000,000			\$500,000		Rehabilitation of Existed Sealed Pavement - various Sections
No		Eulo-Toompine Road	13.91 - 75.35 km	\$710,000	\$355,000				Widening 6 floodways and culverts
No		Eulo-Toompine Road	16.55 - 24.87 km, 31.29 - 46.51 km	\$1,385,000	\$692,500				Various widening of pavement to 8m seal
Yes		Humeburn Road	25.0 - 95.0 km	\$700,000			\$350,000		Gravel Resheeting, Rip, Compact various sections
Yes		Humeburn Road	0.0 - 120.0 km	\$395,000			\$197,500		Repair Culverts, stabilise Floodways, repair Stone Pitching (multiple sections)
		Jobs Gate Road	30.0km - 35.0km	\$1,700,000				\$850,000	Rip, add material. compact and seal
		Humeburn Road	37.0km - 39.0km	\$395,000				\$197,500	Rip, add material. Cement stabilize, compact & add culverts Floodway
Quilpie SC				\$3,142,500	\$1,047,500	\$1,047,500	\$1,047,500	\$1,047,500	
Yes		Quilpie Adavale Rd (Red Rd)	21.1 - 29.29 km	\$1,047,500	\$1,047,500				
Yes		Eulo Rd	0.0 - 5.4 km	\$1,047,500		\$1,047,500			
Yes		Eulo Rd	5.4 - 10.819	\$1,047,500			\$1,047,500		
		TBA							
Bulloo SC				#BLOCKED	\$1,047,500	\$1,047,500	\$1,047,500		
Yes		Quilpie Thargomindah	135.55 - 138.12km, 138.12 - 142.12km	#UNPARSEABLE	\$707,000				Pave and seal to 8m width and 9m formation
Yes		Bundeena Road	TBA	\$1,388,000	\$340,500	\$1,047,500			
		TBA					\$1,047,500		
Regional Capability Funding				\$0	\$138,673	\$138,673	\$138,673		
Yes		TIDS Capability Funding - Technical Support			\$138,673	\$138,673	\$138,673	\$138,673	

10.3 Memorandum of Understanding with Noorama Picnic Race Club Inc. and Noorama Sport and Recreation Centre Inc.

Council Meeting: 16th January 2024
Department: Office of the Chief Executive Officer
Author: Cassandra White, Chief Executive Officer

Purpose

The purpose of this report is to provide Council with the Memorandum of Understanding with Noorama Picnic Race Club.

Recommendation

That Council:

- 1. receive and note the Memorandum of Understanding between Paroo Shire Council and Noorama Picnic Race Club inc. and Noorama Sport & Recreation Centre Inc; and*
- 2. authorise the CEO to finalise the Memorandum of Understanding; and*
- 3. authorise the CEO to sign the MOU on behalf of Council.*

Discussion

The purpose of this memorandum of understanding (MOU) is to formalise working together, including joint objectives. An MOU is not a legally binding document, it is a 'good faith' agreement.

The Noorama Picnic Race Club Inc. and Noorama Sport and Recreation Centre Inc. regularly requests 'in kind support' and cash through Community Grant Funding. In past years the requests have varied depending on the season and required work to be undertaken at the Noorama Sports Reserve, ordinarily ahead of the Noorama Picnic Races.

It was suggested to alleviate the annual request for assistance, with an active lease is in place; Council enter into a MOU with Noorama Picnic Race Club inc. and Noorama Sport and Recreation Centre Inc. to engage in a longer term ongoing commitment.

The draft MOU is attached to this report for Council's consideration. The MOU is an agreement by both parties to collaboratively work together to achieve the stated objectives. Either party to the MOU can withdraw at any time by providing 30 days' notice and the document will be reviewed annually. The end date aligns with the end date of lease agreement.

Attachments

1. Memorandum of Understanding between Paroo Shire Council and Noorama Picnic Race Club inc. and Noorama Sport and Recreation Centre Inc.



PAROO SHIRE COUNCIL

Address all correspondence to:

Chief Executive Officer
PO Box 75
Cunnamulla Q 4490

📍 49 Stockyard St, Cunnamulla Q 4490
☎ (07) 4655 8400
✉ council@paroo.qld.gov.au
🌐 www.paroo.qld.gov.au

Memorandum of Understanding Paroo Shire Council and Noorama Picnic Race Club Inc. and Noorama Sport & Recreation Centre Inc.

Paroo Shire Council of 49 Stockyard Street, Cunnamulla Qld 4490

and

Noorama Picnic Race Club Inc. and Noorama Sport & Recreation Centre Inc. of 8915 Munda Munda Road, Cunnamulla Qld 4490

Commencement Date: _____

1. Duration of the MOU

This Memorandum of Understanding (MOU) between Paroo Shire Council (PSC) and Noorama Picnic Race Club (NPRC) and Noorama Sport & Recreation Centre Inc (NSRC), is not a legally binding document. It is an agreement in principle by both parties to collaboratively work together to achieve the stated objectives.

The MOU will apply from commencement date and will expire on 16 February 2032. This date aligns with the end date NPRC lease expiration. The lease can be terminated either party on giving 30 day's written notice to the other.

2. Scope

PSC and NPRC & NSRC are committed to maintaining a positive and cooperative working relationship to contribute benefit to the Community.

PSC and NPRC & NSRC are committed, where practicable to work collaboratively to deliver Horse Race Meets and community events at the Noorama Recreational Complex.

As part of the parties' mutual commitment, PSC and NPRC & NSRC will act in accordance with the spirit and intent of this MOU, even though neither party intends that it be legally binding.

This MOU removes the requirement of NPRC & NSRC to apply annually for a Community Grant from PSC.

3. Goals and Objectives

PSC commits to annually budgeting \$5,000.00 which will be allocated to the nominated club on an as required basis.

PSC waives the requirement of hire fees for the duration of the lease agreement between PSC and NPRC Inc. / NSRC Inc., lease title reference 49009315 and lodged with Queensland Land Registry.

PSC commits to annually providing in kind and cash assistance once per year ahead of the Noorama Picnic Races where required, within reasonable limits and to a maximum value of \$5,000:

- Use of water truck on race day with volunteer driver – appropriately licenced and engaged directly by the NPRC
- Crusher Dust to level horse stalls
- Leveling of the horse stalls
- Skip Bins for use on race day
- Removal of bins and rubbish post race day

NPRC must provide written advice to Council via the customer service email council@paroo.qld.gov.au no less than 90 days before the Noorama Picnic Races of their requirements.

NPRC& NSRC commit to annually:

- Provide volunteer hours to ensure events are well organised and are delivered
- Engage contractors as required at their own cost
- Pay for all event costs
- Engage Council employee volunteers to operate in-kind machinery support from PSC
- Maintain appropriate insurance cover as detailed in the lease agreement between PSC and NPRC Inc. / NSRC Inc., lease title reference 49009315 and lodged with Queensland Land Registry.
 - The insurance cover should be based on an independent valuation.

4. Roles and Responsibilities

The party representatives to manage the agreement are to be the President of NPRC, the President of NSRC and the CEO of PSC.

5. Reporting

Reporting will be provided as per the requirements of the lease and provided to the Chief Executive Officer of Paroo Shire Council on the required basis for delivery of such report to an Ordinary Meeting of Council.

6. Advertising and Announcements

Unless required by law, an announcement, circular or other public disclosure including promotional materials such as social media posts, newsletters, brochures, flyers or annual reports,

referring to the contents or subject matter of this MOU must not be made or permitted by a party without the prior written approval of the other party.

7. Confidentiality

The parties acknowledge that the information disclosed by one party to the other (the disclosing party) in the course of the subject matter of this MOU may be confidential and unless required by law must not be disclosed to a third party except with the prior written consent of the disclosing party.

8. Dispute Resolution

If a dispute or difference arises between the parties out of or in connection with this MOU, either party may give the other a written notice specifying the dispute or difference.

Within 21 days of the date of the notice, the President of the NPRC, and President of the NSRC and the CEO of Paroo Shire Council or delegate must meet and undertake negotiations in good faith and in the spirit of this MOU, aligned with legal requirements of the Lease and on a without prejudice basis with a view to resolving the dispute or difference.

9. Variation

The parties may agree to vary any of the requirements of this MOU, such an agreement must be in writing and signed by both parties and endorsed by formal Council Minute & Resolution of the Paroo Shire Council.

Signatures

Signed for **Paroo Shire Council** by its authorised representative in the presence of

Signature of witness

Signature of authorised representative

Name of witness

Name and title of authorised representative

Date

Date

Signed for **Noorama Picnic Race Club Inc.** by its authorised representative in the presence of

Signature of witness

Signature of authorised representative

Name of witness

Name and title of authorised representative

Date

Date

Signed for **Noorama Sport and Recreation Centre Inc.** by its authorised representative in the presence of

Signature of witness

Signature of authorised representative

Name of witness

Name and title of authorised representative

Date

Date

10.4 Caretaker Period Delegation in case of CEO Leave

Council Meeting: 16th January 2024
Department: Office of the Chief Executive Officer
Author: Cassandra White, Chief Executive Officer

Purpose

The purpose of this report is to seek Council endorsement to appoint the Director of Community Support and Engagement during times of leave of the CEO during Carekater Period

Recommendation

That Council:

- 1. endorse Anthony Koch to be the Acting CEO during Carekater Period where the CEO is on leave; and*
- 2. delegate financial responsibility and authority in line with that of the CEO; and*
- 3. endorse the financial delegation to a maximum of \$200,000 during this period.*

Discussion

Ahead of the Local Government 2024 election, Council is set to enter Caretaker Period from the 29th January 2024. Between 29th January and 16th March 2024, the current CEO is anticipating using accrued leave during some of this time.

In the absence of the appointed CEO it is recommended Anthony Koch be appointed as Acting CEO and a backfill be sought should the requirement be necessary.

Anthony will obtain all delegation of the current CEO through these Acting duties.

Attachments

Nil

10.5 AWARD OF TENDER – TIDS SEALING – JOBS GATE ROAD

Council Meeting: 16th January 2024
Department: Infrastructure
Author: Michael Saxby, Acting Director of Infrastructure

Purpose

The purpose of this report is to endorse and approve the recommended tender for sealing of TIDS work on Jobs Gate Road, based on the consensual evaluation conducted, enabling the project to proceed with the most suitable contractor.

Recommendation

That Council:

- 1. award the Contract for sealing of TIDS work Jobs Gate Road to RPQ to the value of \$249,600 ex. GST, subject to the Conditions of the Contract; and*
- 2. delegate full financial and other authority to the Chief Executive Officer to negotiate and execute the Contract.*

Discussion

Paroo Shire Council continue to deliver TIDS funded works to Jobs Gate Road to progress the sealing of the carriageway. The current package of works will provide for a further 8 kilometres of sealing.

The project is due for completion on 23 February 2024.

The Paroo Shire Council (PSC) through funding delivered via the Transport Infrastructure Development Scheme (TIDS) is continuing to undertake development of the Jobs Gate Road to a sealed carriageway. The current package of work comprises an 8 kilometre continuation of sealed pavement. PSC crews are undertaking the preparation works with sealing to be undertaken by an external contractor.

Tenders were invited from suitably qualified providers to undertake sealing of an area of 48,000 sqm.

Council should note that these works must be completed by 30 June 2024

QUOTATION AND CONTRACTOR SELECTION:

The assessment panel consisted of Paroo Shire Council representatives Acting Director of Infrastructure – Michael Saxby, Senior Technical Officer – Trevor Jones & Works Coordinator – Steven Mitchell.

Recommendations have been made in order to reduce risk, manage workload and ensure project completion within the necessary timeframes.

Budget – all tenders submitted are within the budget allowance.

Assessment was carried out using a predetermined assessment and weighted criteria which was advised in the tender documents, assessed, and scored in Attachment 1 to this report. The Contractor with the highest score at the completion of the assessment will generally be considered as the preferred contractor.

These weightings are as follows:

Preference will be given to local suppliers wherever possible.

- (a) Price – 50%
- (b) Methodology & Understanding incl. Safety management – 10%
- (c) Relevant Previous Experience – 15%
- (d) Resources allocated to the project incl. deliver timeframe – 20%
- (e) Local Content – 5%

BIDDER EVALUATION SUMMARY:

Quote/Tender Reference:

Description: TIDS Sealing 2024

	Weighting (%)
Non-Price weighting	50%
Price weighting	50%

Non-price Criteria Weightings

Criteria	Weighting (%)	Bid 1 Boral		Bid 2 Austek Roads		Bid 3 Colas		Bid 4 RPQ		FINAL Mo Score (Out of 10)
		FINAL Moderated Score (Out of 10)	Weighted Score	FINAL Moderated Score (Out of 10)	Weighted Score	FINAL Moderated Score (Out of 10)	Weighted Score	FINAL Moderated Score (Out of 10)	Weighted Score	
Relevant previous experience	30%	9.0	2.7	8.0	2.4			10.0	3.0	
Methodology and understanding including safety	20%	9.0	1.8	7.0	1.4			9.0	1.8	
Local content	10%	0.0	0.0	0.0	0.0			0.0	0.0	
Resources allocated to the project including delivery	40%	8.0	3.2	8.0	3.2			8.0	3.2	
Total Score	100%		77.0		70.0		0.0		80.0	

Price Weighting

	Total Price	Price Score	Total Price Score	Weighted Score
Bid 1	\$528,960.00	100x(249.6/528.96)	47.2	23.6
Bid 2	\$283,200.00	100x(249.6/283.2)	88.1	44.1
Bid 3	Complete scoring	#VALUE!	#VALUE!	#VALUE!
Bid 4	\$249,600.00	100x(249.6/249.6)	100.0	50.0

Overall Score and Ranking - Quality & Price

	Bid 1	Bid 2	Bid 3	Bid 4
Non-price Score	38.5	35.0		40.0
Price Score	23.6	44.1	#VALUE!	50.0
Total Score	62.1	79.1		90.0
Ranking	3	2		1

Evaluated by:

Michael Saxby

Steven Mitchell

Signature

Supplier Details	Supplier Name	Price* (ex GST)	Rank
Bid 1	Boral	\$ 528,960.00	3
Bid 2	Austek Roads	\$ 283,200.00	2
Bid 3	Colas	\$ -	
Bid 4	RPQ	\$ 249,600.00	1

ANALYSIS OF THE PROPOSAL:

Proposals 1, 2 and 4 were conforming proposals, proposal 3 (Colas) was not provided with pricing and was therefore non-conforming. Proposal 2 and 4 were close in pricing whilst proposal 1 was priced significantly higher. All tenderers have significant experience.

CONFLICT OF INTEREST:

There are no conflicts of interests disclosed or noted.

RECOMMENDED ACTIONS:

Based on the analysis and evaluation of the proposal submitted by RPQ, it is recommended to accept the proposal and proceed with awarding the contract for the TIDS sealing – Jobs Gate Road works. The recommended proposal aligns with the project objectives, meets the budgetary constraints, and demonstrates the contractor's capacity to successfully execute the project within the required timeframe.

Attachments

Nil