



COUNCIL MEETING MINUTES

21 March 2017

1 OPENING OF MEETING 9.06am

It is noted that the venue for this Meeting of Council scheduled for Noorama was changed to the Civic Centre 13 hrs prior to meeting commencement of 9am. Another Meeting of Council will be scheduled to be held at Noorama later in the year.

2 ATTENDANCES

Mayor	Lindsay Godfrey
Deputy Mayor	Neil Hatchman
Councillor	Rick Brain
Councillor	Joann Woodcroft

Executive Officer	Stuart Randle
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Minute Taker	Teresa King
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APOLOGIES

Councillor	Don Dunsdon
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Members of the Executive Management Team

A/g Infrastructure Manager	Paula Gardiner
Finance Manager	Patricia Jordan
Asset Manager	Tannas Godfrey
Community Services Manager	Penny Pyke

Apologies

EDTM	Carmel Meurant
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3 MOTION OF SYMPATHY***Res.M17/050***

That Council moves a motion of sympathy for Mrs Hilda McGregor and Mrs Krystyna Dick.

Moved Cr Hatchman	Seconded Cr Woodcroft	CARRIED	4/0
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4 CONFIRMATION OF MINUTES***Res.M17/051***

That Council adopt the minutes of the General Meeting of Council held Tuesday 28 February 2017 as a true and correct record of that meeting of Council.

Moved Cr Brain	Seconded Cr Woodcroft	CARRIED	4/0
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5 DECLARATION OF INTEREST BEING

- Material Personal Interest Or
- Conflict Of Interest

6 CORRESPONDENCE - NIL**7 7.1.1 Committee Meeting minutes**

MINUTES – RADF Committee 3:00 pm Thursday 2nd March 2017

Res.M17/052

That Council receive and note the minutes of the RADF Committee Meeting of 02 March 2017

Res.M17/056

That council receive and note the Grants Officer Report as presented.

Moved Cr Hatchman Seconded Cr Brain CARRIED 4/0
9.42 Manager of Economic Development and Tourism, joined the meeting.

7.3.1 CUSTOMER SERVICES REPORT

Council Meeting 21 March 2017

Department: Governance

Author: Anita Wharton

Purpose of Report

The purpose of this report is to update Councillors on the progress of complaints or requests for private works logged in the Customer Request system.

Res.M17/057

That council receive and note the Customer Services Request Report as presented.

Moved Cr Woodcroft Seconded Cr Hatchman CARRIED 4/0

7.3.2 HUMAN RESOURCES REPORT

Council Meeting: 21 March 2017

Department: HR & Administration

Author: Lesleigh Buxton HR & Administration Manager

Purpose

The purpose of this report is to provide council with an update of the current activities being undertaken within Human Resources and Administration.

Res.M17/058

That Council receive and note the Human Resources Report as presented.

Moved Cr Woodcroft Seconded Cr Hatchman CARRIED 4/0

7.4.1 MANAGER COMMUNITY SERVICES

Council Meeting: 21 March 2017

Department: Community Services

Author: Penny Pyke

Purpose

To provide Council with an update on Community Services for February 2017

Res.M17/059

That Council receives and notes the Community Services update as presented

Moved Cr Hatchman Seconded Cr Brain CARRIED 4/0

7.4.2 RADF GRANT APPLICATIONS

Council Meeting: 21 March 2017

Department: Community Services

Author: Penny Pyke

Purpose – Application for assistance

This report provides a recommendation by the RADF Advisory Committee from a General Meeting on held on Thursday 2nd March 2017 for financial assistance for 8 projects. Council is requested to approve and adopt the following project that was endorsed in accordance with current policies.

2. approve the disposal of PSC330 2002 Caterpillar DP25 2.5 Tonne forklift by trade-in and/or Council Tender.

Moved Cr Hatchman

Seconded Cr Brain

CARRIED 4/0

7.6.3 ASSET MANAGEMENT REPORT – REQUEST FOR APPROVAL OF ASSET DISPOSALS

Council Meeting: 21 March 2017

Department: Assets

Author: Tannas Godfrey

Purpose

To provide Council with a list of Assets identified recommended for disposal.

Res.M17/064

That Council approves the disposal of all items on the attached 'Asset Disposal List 21 Mar 2017' and their subsequent removal from the Asset Register.

Moved Cr Woodcroft

Seconded Cr Hatchman

CARRIED 4/0

7.6.4 DISASTER MANAGEMENT – REQUEST FOR COUNCIL TO APPROVE PLAQUE

Council Meeting: 21 March 2017

Department: Disaster Management.

Author: Tannas Godfrey

Purpose

To provide Council with recommendation regarding a Queensland Fire and Rescue Service request to install a dedication plaque at new Cunnamulla fire station.

Res.M17/065

That Council approve the Queensland Fire and Rescue Service request to place a plaque dedicating an Engine bay to the collective Higgins Family at the new Cunnamulla Fire Station.

Moved Cr Brain

Seconded Cr Woodcroft

CARRIED 4/0

7.6.5 GRANTS OFFICER – Building our Regions Funding (BoR) CCTV AND SEWER UPGRADE

Council Meeting 28 March 2017

Department: Finance

Author: Rachael Johnson and Tannas Godfrey

Purpose of Report

This report provides Council with information on the Building our Regions (BoR) funding application for the Cunnamulla sewer CCTV and sewerage pipe replacement project.

Res.M17/066

That Council endorse submission of the application including the approval of any financial contributions to the project; and has committed to the management and costs associated with the ongoing operation and maintenance of the infrastructure.

Moved Cr Woodcroft

Seconded Cr Hatchman

CARRIED 4/0

7.6.6 GRANTS OFFICER – Building our Regions Funding (BoR) - EULO BORE

Council Meeting: 21 March 2017

Department: Finance

Author: Rachael Johnson and Tannas Godfrey

Purpose of Report

This report provides Council with information on the Building our Regions (BoR) funding application to upgrade the Eulo township water supply - replacement of existing 50 year old bore.

Res.M17/067

That Council endorse submission of the application including the approval of any financial contributions to the project; and has committed to the management and costs associated with the ongoing operation and maintenance of the infrastructure.

Moved Cr Hatchman

Seconded Cr Brain

CARRIED 4/0

7.6.7 GRANTS OFFICER – Building our Regions Funding (BoR) - YOWAH BORE

Council Meeting: 21 March 2017

Department: Finance

Author: Rachael Johnson and Tannas Godfrey

Purpose of Report

This report provides Council with information on the Building our Regions (BoR) funding application to upgrade the Yowah township water supply - replacement of existing 100 year old bore.

Res.M17/068

That Council endorse submission of the application and has committed to the management and costs associated with the ongoing operation and maintenance of the infrastructure.

Moved Cr Brain

Seconded Cr Hatchman

CARRIED 4/0

7.6.8 GRANTS OFFICER – Building our Regions Funding (BoR) - WYANDRA BORE

Council Meeting: 21 March 2017

Department: Finance

Author: Rachael Johnson and Tannas Godfrey

Purpose of Report

This report provides Council with information on the Building our Regions (BoR) funding application to upgrade the Wyandra township water supply - replacement of the existing 81 year old bore.

Res.M17/069

That Council endorse submission of the application and has committed to the management and costs associated with the ongoing operation and maintenance of the infrastructure.

Moved Cr Hatchman

Seconded Cr Woodcroft

CARRIED 4/0

7.7.1 INFRASTRUCTURE WORKS UPDATE

Council Meeting: 21 March 2017

Department: Infrastructure

Author: Paula Gardiner

Purpose

The following report is submitted for information regarding Council's road program activities, including private works, capital works and maintenance activities around the shire during the month of February 2017.

Res.M17/070

That Council receive and note the Infrastructure Works Update Report as presented.

Moved Cr Woodcroft

Seconded Cr Hatchman

CARRIED

4/0

Cr Brain noted that the Works Programme Gaant Chart has been re-formatted in recent months and requested the Works Programme go back to the old layout as it was much easier to view.

7.7.2 WATER SUPPLY AND SEWERAGE BRIEFING NOTE

Council Meeting: 21 March 2017

Department: Infrastructure

Author: Paul Doyle

Purpose

To provide an update on the operation of Councils Water Supply and Sewerage Infrastructure.

Res.M17/071

That Council receive and note the Water Supply and Sewerage Briefing note as presented.

Moved Cr Brain

Seconded Cr Hatchman

CARRIED

4/0

Mayor Lindsay has ruled that all future Tender Reports are tabled as open items moving forward.

8 PETITIONS

9 NOTICES OF MOTION

10 CLOSED SESSION **CONFIDENTIAL**

LATE ITEM

12.00pm Cr Hatchman declared a Material Personal Interest through his business as a Fuel Distributor and left the room.

10.1.1 INFRASTRUCTURE DEPARTMENT

General Meeting: 21 March 2017

Department: Infrastructure

Author: Paula Gardiner

PSC2016-17-10 ROAD MAINTENANCE PROJECTS TENDER

Purpose of Report

The purpose of this report is to award contracts to the preferred tendered to carry out works associated with PSC2016-17-10 Road Maintenance Works, which relate to various road maintenance works contained with the 2016-17 works program.

Background

In order to achieve all road projects contained within Councils 2016-17 Capital Works Program, a number of road maintenance projects will need to be delivered via contract, as Council's road crews are fully committed.

The tender was advertised in the Warrego Watchman, on Council's website and forwarded to all companies registered on the Pre-Qualified Supplier list. Tenders closed on Friday 10 March 2017.

The tender was broken into three (3) work packages, which included the following roads;

- Package 1: Jobs Gate Road
Waverly-Mintaka Road
Middleton Road
Yaralla Road
Bundaleer South Plains Road
- Package 2: Yerrel Road
Tilbooroo Road
- Package 3: Hungerford Road
Warden Road
Womba Road
Ningaling Road
Werai Park Road

The rationale for presenting work packages was to ensure all works could be completed by the end of financial year, and to present work packages that were achievable by local contractors. The roads have been grouped to reflect the locality of the works.

The selection criteria nominated with the tender was as follows;

Tendered Price	40%
Local content & Resources	20%
Key Personnel skills & experience	20%
Demonstrated understanding of Project	10%
Demonstrated implementation of WH&S	10%

Issue Identification

At the close of the tender period, Council received eight (8) conforming tenders. As outlined above the Evaluation Criteria within the tender documents were weighted to include assessment of price, local content and resources, key personnel skills and experience, demonstrated understanding of project scope and demonstrated implement of WH&S.

The tender submissions received are as follows;

Tenderer	Package 1 \$ (ex GST)	Package 2 \$ (ex GST)	Package 3 \$ (ex GST)
Tuckwell Transport	\$472,252.40	\$272,416.64	\$347,415.70
DNA Civil	\$534,255.00	\$314,700.00	\$404,271.20
Mascott Drilling & Earthmoving	\$527,595.00	\$284,750.00	\$289,881.00
Hickey Haulage	No Submission	No Submission	\$279,523.20
Ray Moffat Pty Ltd	\$313,277.00	\$145,390.00	\$414,160.00
SC & KG Bowen	No Submission	No Submission	\$205,670.00
Schmidt Contracting Pty Ltd	\$473,864.00	\$269,885.00	\$345,422.67

Russells Grader Hire	\$490,728.00	\$303,800.00	No Submission
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The submitted prices did vary considerably, as some tenders did not include pricing for supply of loam/gravel as a lump sum price or the construction of floodways as a lump sum price. This was considered during the evaluation process to ensure pricing was considered evenly. A summary of the pricing breakdown is attached to this report.

All tenderers have indicated they have the capability, experience and resources to complete the works by the end of financial year.

Budget Implications

The available budgets for the road packages are as follows;

- Package 1:	Jobs Gate Road (R2R & TIDS)	\$435,000
	Waverly-Mintaka Road	\$40,000
	Middleton Road	\$10,000
	Yaralla Road	\$20,000
	Bundaleer South Plains Road (R2R)	\$70,000
Total Budget		\$575,000
- Package 2:	Yerrel Road (R2R)	\$200,000
	Tilbooroo Road	\$30,000
	Total Budget	\$230,000
- Package 3:	Hungerford Road (RMPC)	\$330,000
	Warden Road	\$25,000
	Womba Road	\$25,000
	Ningaling Road	\$25,000
	Wera Park Road (R2R)	\$80,000
	Total Budget	\$485,000

As the budget for Package 2 is generally less than the tendered pricing, Council will adjust the extent of works to ensure the total expenditure does not exceed the allocated budget. This principle will apply across all projects identified.

It is to be noted Roads to Recovery is a fully funded Federal Government Grant scheme, and TIDS, which is a State Government funding scheme, requires matching contributions from Council which has been allocated within the 2016-17 Budget.

Policy/Corporate & Operational Plan

Legislative

The procurement process was undertaken in accordance with Council's procurement policy and in line with the Local Government Act 2009 and Local Government Regulation 2012.

Corporate Plan

The operational area is "Infrastructure"; key strategic priority is "Development and maintenance of road infrastructure".

Operational Plan

Council is developing Asset Management plans for key result area. The activities addressed in this report are mindful of being consistent (where possible) with asset management plans being developed.

Policy

Assets commissioned will be recorded and managed being consistent with GP-029 – Asset Financial Management Policy and GP-025 – Asset Management Policy. Procurement will be undertaken consistent with GP-020 Procurement Policy.

Res.M17/072

That Council accepts the tender submission for the work packages as follows;

- *Package 1 award to Mascotts Drilling & Earthmoving for the provision of road maintenance works at a tendered price of \$527,595.00 (excluding GST).*
- *Package 2 award to Schmidt Contracting Pty Ltd for the provision of road maintenance works at a tendered price of \$269,885.00 (excluding GST).*
- *Package 3 award to WN & TL Hickey for the provision of road maintenance works at a tendered price of \$279,523.20 (excluding GST) plus the schedule of rates value of \$38,000/km for floodway reconstruction.*

Moved Cr Brain

Seconded Cr Woodcroft

CARRIED

3/0

11. CLOSURE OF MEETING

12.25pm

MINUTES CERTIFICATE**Confirmation**

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Lindsay Godfrey 21.04.2017
Mayor

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Stuart Randle 21.04.2017
Interim Chief Executive Officer