



**GLADSTONE**  
REGIONAL COUNCIL

**GENERAL MEETING AGENDA**

**TO BE HELD AT THE GLADSTONE ENTERTAINMENT CONVENTION  
CENTRE, 56 GOONDOON STREET, GLADSTONE**

**On 2 June 2020**

**Commencing at 9.00am**

**Notice *Section 277E Local Government Regulation 2012*: This meeting will be closed to the public, due to health and safety reasons associated with the public health emergency involving COVID-19.**

**Live streaming will be available on Council's website.**

**Leisa Dowling  
CHIEF EXECUTIVE OFFICER**

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**G/1. MAYORAL STATEMENT OF CURRENT ISSUES**

Nil.

## **G/2. CONFIRMATION OF MINUTES**

### **G/2.1. CONFIRMATION OF GENERAL MEETING MINUTES FOR 19 MAY 2020**

**Responsible Officer:** Chief Executive Officer

**Council Meeting Date:** 2 June 2020

**File Ref:** CM7.2

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**Purpose:**

Confirmation of the minutes of the General Meeting held on 19 May 2020.

**Officer's Recommendation:**

That the minutes of the General Meeting of Council held on 19 May 2020 be confirmed.

**Attachments:**

1. Minutes of the General Meeting of Council held on 19 May 2020

**Tabled Items:**

Nil.

**Report Prepared by:** Executive Secretary

## **G/3. OFFICERS' REPORTS**

### **G/3.1. BOYNE TANNUM AQUATIC AND RECREATION CENTRE OPTIONS ANALYSIS**

**Responsible Officer: General Manager Strategy and Transformation**

**Council Meeting Date: 2 June 2020**

**File Ref: ED6.1, PRJ - 279**

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#### **Purpose:**

To apprise Council of the findings of the Boyne Tannum Aquatic Recreation Centre Options Analysis and seek approval to proceed with the next phase of the project.

#### **Officer's Recommendation:**

That Council;

1. Adopt the recommendations of the Boyne Tannum Aquatic Recreation Centre Options Analysis and select Lot 900 Coronation Drive as the preferred site for the development of the Boyne Tannum Aquatic Recreation Centre; and
2. Review and refine the Preliminary Master Plan and proceed to Concept Design of the facility; and
3. Inform the community of the Master Plan and next project phase.

#### **Background:**

In March 2018 Council resolved to develop a business case for an Aquatic Recreational Centre to service the Boyne Island Tannum Sands area subject to community consultation. The Boyne Tannum Aquatic Centre Feasibility Study (December 2018) was adopted by Council in January 2019 with significant community consultation undertaken in February – March 2019.

The January 2019 resolution is:

*That Council:-*

1. *Adopts the Boyne Tannum Aquatic Centre Feasibility Study (December 2018).*
2. *Undertakes Community Engagement on the Aquatic Centre proposal as soon as practicable.*
3. *Following consideration of the community engagement outcomes, proceeds to Concept Design and Costings.*
4. *Utilises the balance of funds within Project GNC0105 within the 2018/19 financial year to undertake the concept design.*

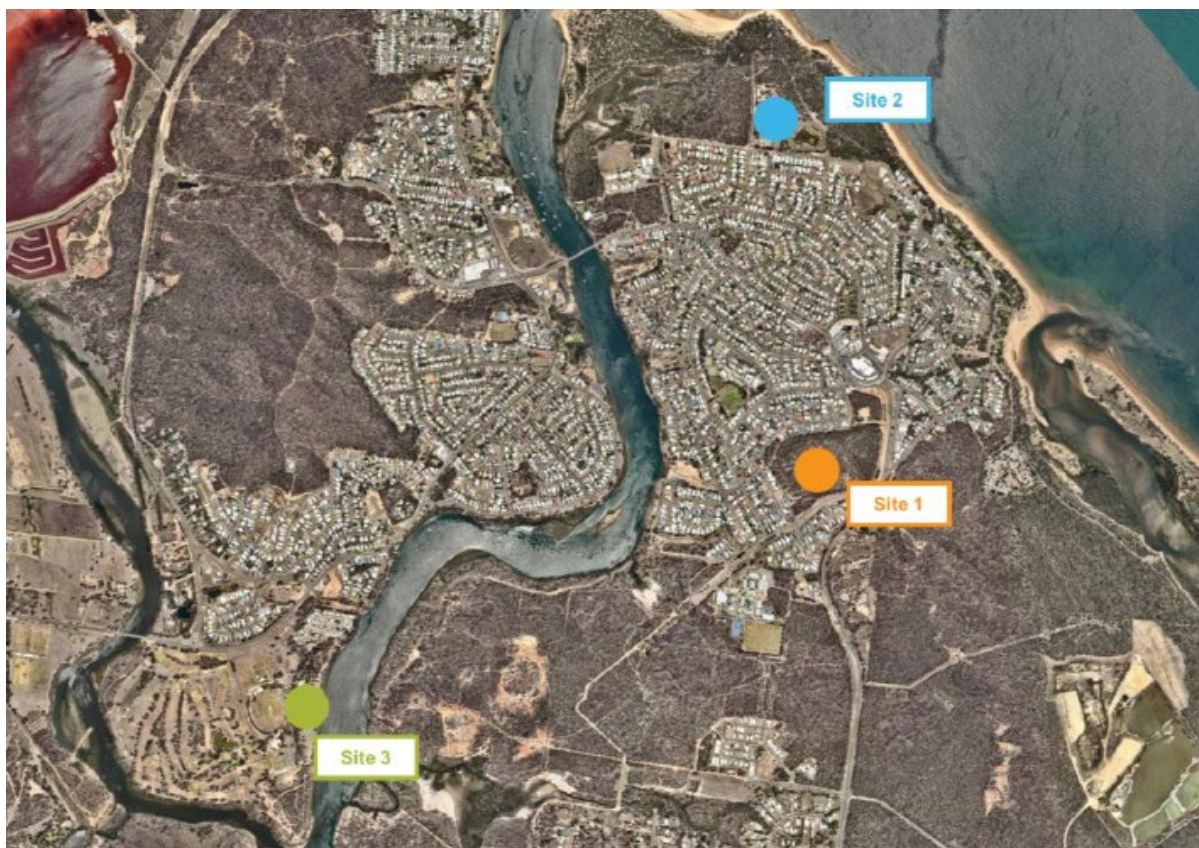
Results of the community engagement was published in June 2019 highlighting significant community support for the project as well as identifying possible development locations and preferred facility amenities and components. Community preference indicated by survey results include:

- 50m Pool, Kids Splash Zone, Waterslide, 25m Pool, Hydrotherapy, BBQ facilities, Café, Swim Meet Club, and Gym/Sauna/Spa (in that order).
- Top three locations for the facility as being Coronation Drive, 3 Hampton Drive and 10 Canoe Point, all within Tannum Sands.

Based solely on the top scoring survey responses, the community preferred development of the Aquatic Recreation Centre on the Coronation Drive site, with facility elements consisting of at least a 50m pool (being the highest preference), Kids Splash Zone, Waterslide and 25m pool. It is also the community's opinion the facility should not justify a general rate increase and an entrance fee of approximately \$2.50 is acceptable. The full Community Engagement Results Report can be accessed via the BTARC major projects page on the GRC website.

To inform future decision, detailed site analyses have been completed by Cardno Pty Ltd on three sites:

- Site 1 - Lot 900 Coronation Drive (Lot 900 on SP152499);
- Site 2 - , 10 Canoe Point Road (Lot 51 on CTN1818); and
- Site 3 - Jacaranda Drive (Lot 10 on SP171136).



**Figure One:** Location of Sites Considered

It is noted that the Hampton Drive site identified during the consultation phase was not considered further given it was not Council controlled and would have site limitations given its location. As such the Jacaranda Drive site, which was also raised during the community consultation with a high level of support, was included.

Cardno's scope also included the undertaking of a Preliminary Master Plan on the recommended site, inclusive of estimated construction and operational costs. A copy of the Boyne Tannum Aquatic Recreation Centre Options Analysis is attached to this report.

### **Options, Risk and Opportunity Analysis:**

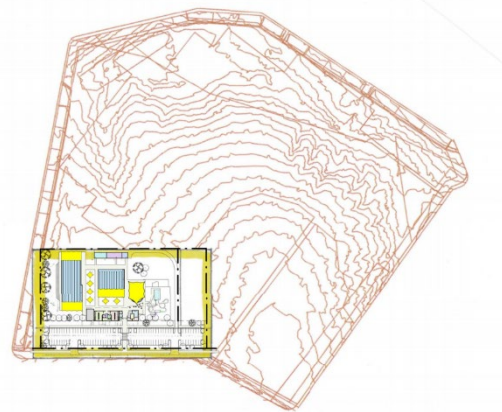
A detailed technical assessment of each potential site was undertaken by Cardno to identify, opportunities, constraints, infrastructure requirements, design parameters and overall suitability for an aquatic recreation facility.

The technical analysis completed on each site is documented in a Site Analysis Report. A copy of each of the three reports has been attached to this report. The information provided in this report



represents a summary of the technical site analysis completed to inform the options analysis and recommendations.

**Site One (1) – Lot 900 Coronation Drive, Tannum Sands**



Site 1 is currently unimproved and is located in the Emerging Community Zone under the planning scheme. This zone identifies land that is intended for future urban development. A development application will be required to be made to Gladstone Regional Council seeking a Development Permit for a Material Change of Use.

The site has frontage to Coronation Drive (an Urban Distributor road) to the south which intersects with Tannum Sands Road (a state Controlled Road) to the east. It is considered that the site has suitable access available from Coronation Drive (available sight distance) and there is available capacity in the surrounding local and regional road network for the development of the site.

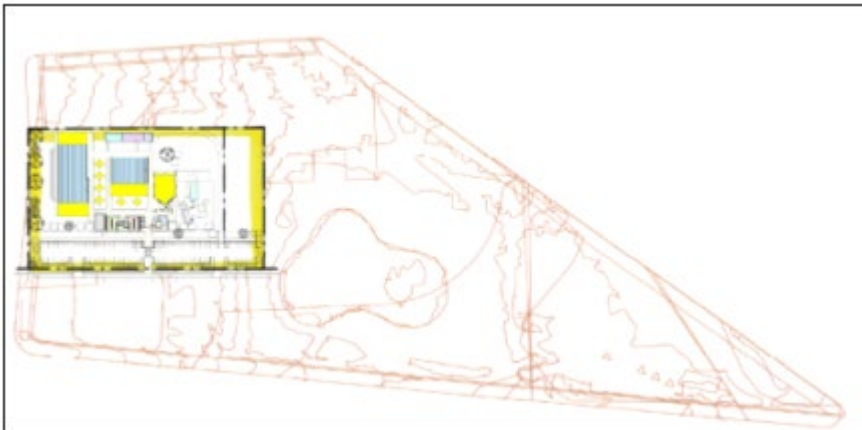
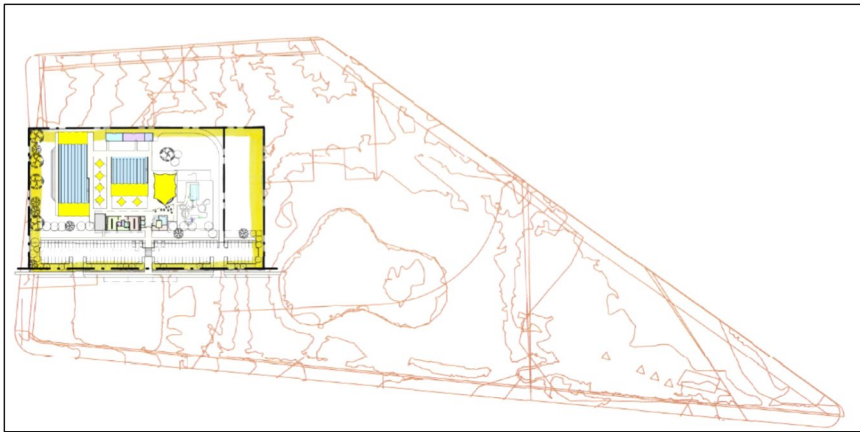
The higher order active transport path on Tannum Sands Road provides a simple connection to the site. The location is proximate to existing bus routes and stops as well as a shopping centre, primary school and high school.

It is noted that there may be triggers to upgrade the intersection at Coronation Drive/Tannum Sands Road as a result of this development. However further traffic analysis is required to be undertaken to ascertain the impact of the development on the capacity of that intersection.

The site is anticipated to have sufficient water capacity with a connection to be provided to an existing 200mm water main on Coronation Drive. There is no existing sewerage infrastructure within the site and depending on the final connection point to the surrounding network there will be a need to upgrade the downstream gravity mains.

Geotechnical investigations demonstrate the potential for weathered rock within the site and where deeper excavation is required it would be better suited to the western edge of the site. There is potential however low likelihood of acid sulfate soils, as the site is partly above 20 metres AHD.

**Site Two (2) – 10 Canoe Point Road, Tannum Sands**



Site 2 is currently improved with open space including tennis courts, land and community buildings and is commonly known as the Canoe Point Botanic Reserve and the Tanyella Recreation Grounds. The site is located in the Sport and Recreation Zone, where both the proposed uses are consistent.

The site has frontage to Canoe Point Road to the west and The Oaks road to the south. It is considered that the site has suitable access from The Oaks Road (available sight distance) as well as access through lower order roads in the surrounding residential area to the south, connecting to higher order roads.



The location is proximate to an existing bus route on Booth Avenue to the south and existing cycle paths associated with the beach corridor.

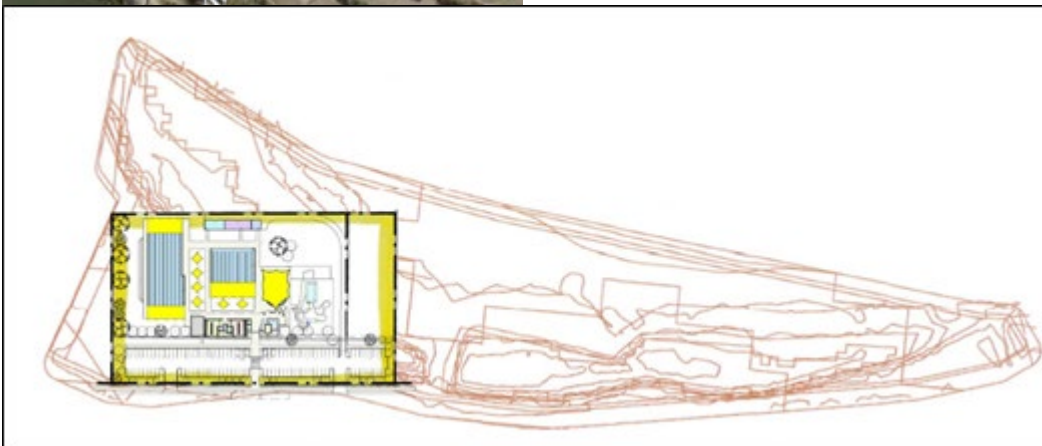
The site contains Category B, R and X vegetation and due to land tenure an Operational Works approval for vegetation clearing and a Section 22A determination is likely required.

The eastern portion of the site is heavily constrained by ecology and coastal processes as a result of its proximity to the beach and a fauna assessment will be required to assess any impacts on animal breeding places.

The site requires the upgrade of the existing 80mm water main to a 150mm pipe as well as an upgrade to 150 metres of main in Caledon Street from 100mm to 150mm.

Geotechnical investigations show the potential for weathered rock below 1.5metres and potential acid sulfate soils due to the proximity of the site to the coastal environment.

**Site Three (3) – Jacaranda Drive, Boyne Island**



Site 3 has previously been used for Council infrastructure but is currently unimproved. The site is adjacent to an established sporting precinct to the east and a caravan park to the north. The site is located within the Low Density Residential Zone within which residential land uses (primarily houses) are intended to be located.

The site has road frontage to Jacaranda Drive to the west which intersects with Malpas Street to the north. Access to the site is available from Jacaranda Drive (available sight distance) although would be constrained by an existing drainage channel.

It is considered there is available capacity in the surrounding local and regional road network to support development of the site. The location is proximate to existing bus routes and stops to the immediate north of the site and a pedestrian path within the site.

The site is subject to flooding as a result of its proximity to the Boyne River immediately to the east.

The site is anticipated to have sufficient water capacity connecting to the existing 100mm water main on Jacaranda Drive, with no upgrades required. The use of existing sewer mains into the site with small extension as required would be sufficient.

Geotechnical investigations indicate potential for acid sulfate soils over the site as a result of its proximity to the river as well as alluvial soils in the river environment with inundation potential. Filling is likely to be required to develop the site.

### **Options Analysis**

The table below provides a high-level comparison of the sites, their opportunities and constraints. This is provided in more detail within Section 6 of the attached Options Analysis report.

<b>Attribute</b>	<b>Site 1 – Coronation Drive</b>	<b>Site 2 – Canoe Point Road</b>	<b>Site 3 – Jacaranda Drive</b>
Consistent Zoning	√	√	×
Sufficient land size	√	×	×
Proximity to residential properties	√	√	√
Proximity to schools/shopping	√	×	×
State Agency Referral	√	√	√
No geotechnical risks	×	×	×
No external stormwater upgrades	√	√	√
Flood Immunity	√	√	×
No water Service upgrades	√	√	√
No sewer Service upgrades	×	√	√
Limited environmental Constraints	√	×	×
Site access, bus routes, active transport	√	×	√
No traffic/intersection upgrades	×	√	×

**Figure Two:** Site Comparison

On the basis of the options analysis, Site 1 has been identified as the most favourable site for development of the aquatic recreation facility utilising the preliminary master plan (further discussed below). Factors contributing to this are:

- Extensive land area, providing flexibility in design and siting of the aquatic centre, provision of appropriate buffering, opportunities for expansion as needed and potential future co-location of other community uses.
- Consistent use in the Emerging Communities Zone.

- Clear connection to private vehicle, public transport and active transport networks.
- Proximate to a range of higher order uses including shopping centres and schools.
- Not subject to any significant environmental constraints.

**Preliminary Master Plan**

A Preliminary Master Plan has been developed, to illustrate the facility amenities/elements could be accommodated.



**Figure Three:** Preliminary Master Plan





Figure Four: Indicative Facility Location on Site 1



Based on the brief provided to the consultants in conjunction with the results of community engagement already completed, and FDG's experience with similar facilities throughout Australia, the following components have been incorporated into the preliminary master plan:

- a 25 metre pool;
- a 50 metre pool;
- kids splash pool;
- hydrotherapy/warm water exercise pool;
- Waterslide;
- swim club/meeting room;
- café;
- staff/management/first aid; and
- supporting infrastructure including car parking, pedestrian paths and landscaping.

Review of available information on current facilities in this area indicates that there is limited demand for the larger "dry" facilities commonly found as part of aquatic centres such as gyms, sporting facilities and other indoor spaces. As such, the design approach adopted focusses on the primary function of the centre for aquatic recreation, with all facilities provided supporting and ancillary to this primary function. However, given the large land size of the preferred site, there is opportunity to collocate other uses to support the primary Aquatic Centre function, at a later date.

FDG has been mindful of ensuring the facility maximises the potential return on investment made by Council, given the significant capital outlay associated with establishing an aquatic centre. It is noted that Gladstone has a large regional facility with an eight (8) lane 50 metre pool which will be easily capable of catering for large meets and carnivals within the Gladstone region. In this context, the masterplan for the Boyne Tannum Aquatic Recreation Centre is focused on providing a facility which delivers on the aquatic needs of the local catchment rather than attempting to establish a large high-end facility that would likely be unaffordable.

### ***Cost Estimates***

Based on the Preliminary Master Plan, the consultant has developed construction and civil cost estimates for the facility. The estimates are inclusive of all the facility components, so the figure is the anticipated total project cost. It is noted that this has been broken down in detail within Section 7 of the Options Analysis Report.

Based on the Costings presented with the Options Analysis, estimates for the construction of the facility in its entirety, as presented on the Preliminary Master Plan is \$15,720,238. However this is applying only a 8% contingency to the construction cost and a 30% contingency to the civil infrastructure. The consultant's figures do not include services augmentation specific to the project site nor does it include costs associated with specialist consultant services as the project progresses. Officers are not comfortable with this application given the high level nature of the current concept designs as well as the need to still undertake several specialist reports to understand the full site conditions.

The typical contingency applied to a project in this phase is 50%, which when applied to the construction and civil cost estimates, result in a figure of \$20,971,343 for the entire facility. It is recommended that this figure be utilised when considering the full construction cost of the facility. The accuracy of the project cost will be refined as the project continues through the planning phases, and it is proposed that the contingency will also reduce as more detailed designs occur.

A full table breakdown is provided in the Financial and Resource Implications section of the report below.

### ***Stage One (1) Facility Components***

The Preliminary Master Plan does not include indicative staging however, it is acknowledged that if Council was to proceed with this project it would likely be in a staged manner.

When establishing a staged development on a greenfield site such as this, there is a significant initial capital cost to undertake stage 1 given the initial civil and infrastructure upgrade works required. Subsequent stages then require less civil and infrastructure and are comparatively less costly. In this instance, there are also key facility components that must be included in stage 1, such as the kiosk, entry, change rooms/amenities and the associated plant and equipment.

In preferencing an approach that allowed the facility to be established for the least amount of initial capital cost, officers have determined to include all the initial required elements and only the 25m pool facility component. The estimated cost of the Stage 1 facility is \$10,701,669.65. A full table breakdown is provided in the Financial and Resource Implications section of the report below.

Note, this cost estimate does not include any TMR intersection upgrade works at Coronation Drive/Tannum Sands Road, given its requirements are uncertain. The above figure would be refined further as design progressed, as would the associated contingency.

### ***Operating Model***

Indicative operating costs of the entire facility (excluding the 50m pool) have been undertaken and are included in more detail within the Options Analysis Report in Appendix E. The consultant has made some key assumptions for the financial models presented. Operational assumptions have been made based on the current cost of operations of the Gladstone Aquatic Centre and the operating model. The GAC operating information was provided to the consultant by the current operator, Bluefit. It is noted that the assumed pool entrance fees are based on the current entrance fees at the Gladstone Pool.

The operating forecast highlights that the facility could operate in a deficit of approximately \$600,000 or more from the initial year one and throughout the 10 year horizon.

It is noted that depreciation has not been factored into this model, and if it was to be considered, would alter these amounts to an operating deficit in year one of \$800,000.

It is recognised that this estimate is not specific to the component's officers are recommending for Stage 1 so it is difficult to specify the operating costs of just those elements. As the project progresses through the IDF, these costs will become clearer and more accurate.

### ***Next Project Phase***

Based on the consultant's report and recommendations, the next components of the project would be to review and refine the Preliminary Master Plan, specific to the constraints and opportunities of the site selected. It is recommended that this include updating the community on the progress of the project and Council's expected workplan for the project.

Another key component of the consultant's recommendations is the further investigation of the capital and operational costs of the facility. This should be undertaken in conjunction with further refinement of the design and staging, as these are intrinsically linked. It is noted that the specific operating model (ie. Council operated or third party operated) has not been formally determined.

- Officers consider the below approach to continue to progress the project from the Select phase of the IDF through the define phase, via Gate 3:
- Review and refinement of the Preliminary Master Plan in-house before proceeding to Concept Design of the facility;
- Inform the community of the Master Plan and the next project phase;

Subsequent to the Concept Designs being completed, officers would anticipate these to be presented back to Council with the intent of then progressing to the relevant Preliminary Approval for the whole development and Development Approval for Stage 1.

An alternative option if Council wished to accelerate the development of this project, would be that Stage One is advanced directly to Concept Designs using the current Master Plan to inform the design scope and then progress to Development Applications.

An alternative recommendation that would allow this is as follows:

*That Council;*

1. *Adopt the recommendations of the Boyne Tannum Aquatic Recreation Centre Options Analysis and select Lot 900 Coronation Drive as the preferred site for the development of the Boyne Tannum Aquatic Recreation Centre;*
2. *Adopt the Preliminary Master Plan as referenced in Appendix A of the Boyne Tannum Aquatic Recreation Centre Options Analysis and apply to the Lot 900 Coronation Drive site; and*
3. *Based on the Preliminary Master Plan, proceed to seek Preliminary Approval for the entire facility and Development Approval for the Stage One works encompassing;*
  - a. *25m pool with DDA compliant ramp*
  - b. *Entry and Kiosk*
  - c. *Amenities and Change Facilities*
  - d. *Associated car parking*

There is risk involved in accelerating to Preliminary and Development Approval with only the Preliminary Master Plan being undertaken. These approvals commit Council to the layout and features before more detailed construction costs can be undertaken. It is noted that officers can continue to advocate for funding for Stage 1 under the recommended resolution, and should such funding be forthcoming, pivot the project workplan to achieve the intent of the alternative resolution without the need to formally adopt this alternative resolution at this stage.

Another potential option is for Council to determine to hold the project at its current phase. An alternative recommendation that would support this is as follows:

*That Council;*

1. *Adopt the recommendations of the Boyne Tannum Aquatic Recreation Centre Options Analysis and select Lot 900 Coronation Drive as the preferred site for the development of the Boyne Tannum Aquatic Recreation Centre;*

### **Communication and Consultation:**

Consultation has been ongoing for this project both internal and external to Council. This includes the February 2019 community consultation which has informed the progress of the project to date. Regular updates are also issued to those that registered during the survey period. Council's Major Projects webpage also includes the survey results, all updates and an indicative timeline of the project's current and expected progress.

Should Council proceed with the Officer's recommendation, further community updates would occur to advise on the anticipated stage 1 elements and the consideration of the next phases of the project.

An internal project team is established that includes subject matter experts from across the business to ensure that all components of construction, maintenance and operation have been considered.

### **Legal Strategy and Policy Implications:**

The Investment Decision Framework Policy outlines the benefit of adopting a disciplined approach for consideration of concepts or ideas, complexity and risks to ensure investment opportunities have been subjected to a reasonable level of value for money and assurance type analysis. It is noted that this project currently presents itself at the Select Phase (between Gate 2 & 3) by investigating a broad scope of options to determine the most viable opportunity.

The next phase is the Define Phase where Officers will seek to refine the project design and scope to ensure all options have been considered before proceeding to recommend an investment decision.

### Financial and Resource Implications:

Currently, \$250,000 is allocated in the 2019/2020 budget of which \$83,450 has been expended to complete the Options Analysis.

It is anticipated that \$150,000 will be required in the 2020/2021 budget to progress with refining the Preliminary Master Plan and proceeding with the next phase of project development.

Based on the Costings presented in the Options Analysis, estimates for the construction of the entire facility, as presented on the Preliminary Master Plan, is \$20,971,343. This includes a 50% contingency given the early phase of the design. The recommended Stage 1 is estimated to cost \$10,701,669.65.

The below figure details this calculation in more detail.

Item	Description	Quantity	Unit	Rate	Price	Total Facility Cost	Included in Stage 1
1	Entrance building	68	m2	2500	\$ 170,000	Y	Y
2	Control/Kiosk/Staff building	110	m2	2200	\$ 242,000	Y	Y
2a	Kiosk fitout	1	LS	60000	\$ 60,000	Y	Y
3	Amentities/Change Rooms Block	250	m2	2900	\$ 725,000	Y	Y
4	Swim club room	100	m2	2250	\$ 225,000	Y	
5	10 lane x 25m pool inc. shade sails & plant	1	LS	2387100	\$ 2,387,100	Y	Y
6	Shallow water splash park with water feature + LTS warm water exercise pool inc. shade sails	1	LS	735000	\$ 735,000	Y	
7	Twin waterslide	1	LS	753185	\$ 753,185	Y	
8	Storeroom	36	m2	1200	\$ 43,200	Y	Y
9	8 lane x 50m pool inc. shade sails & plant	1	LS	3070200	\$ 3,070,200	Y	
10	Tiered concrete seating and shade at 50m pool	1	LS	85000	\$ 85,000	Y	
11	Additional/future water activities	1	LS	1000000	\$ 1,000,000	Y	
12	Carparking	3000	m2	140	\$ 420,000	Y	Y
13	Landscaping & fencing	1	LS	200000	\$ 200,000	Y	Y
14	Building Earthworks	1	LS	150000	\$ 150,000	Y	Y
15	Service augmentations	1	LS	400000	\$ 400,000	Y	Y
16	Bulk earthworks	1	LS	984819.8	\$ 984,820	Y	Y
17	Stormwater Treatment	1	LS	151120	\$ 151,120	Y	Y
18	Water connection	1	LS	2000	\$ 2,000	Y	Y
19	Gravity sewer upgrade	300	m2	600	\$ 180,000	Y	Y
	<b>Subtotal</b>					<b>\$ 11,983,625</b>	<b>\$ 6,115,239.80</b>
	Preliminaries	15 %				\$ 1,797,544	\$ 917,285.97
	Design	5 %				\$ 599,181	\$ 305,761.99
	PM	5 %				\$ 599,181	\$ 305,761.99
	Contingency	50 %				\$ 5,991,812	\$ 3,057,619.90
	<b>Total</b>					<b>\$ 20,971,343</b>	<b>\$ 10,701,669.65</b>

**Figure Five: BTARC Cost Breakdowns**

To operate the facility some key assumptions have been made based on the current operations at the Gladstone Aquatic Centre. Based on this assessment, the facility is likely to run at a \$800,000+ annual deficit inclusive of depreciation. The current long term financial plan does not include the impact of this facility. This component was discussed in more detail within the analysis above.

### Summary:

Cardno has undergone an extensive options analysis to support the recommendation to proceed with development of the Boyne Tannum Aquatic Recreation Centre on Site 1 - Lot 900 Coronation Drive. Officers support this recommendation.

Furthermore, a Preliminary Master Plan has been undertaken on that site which details the key amenities and elements of the facility and an indicative staging approach. Estimates for the construction of the facility in its entirety, as presented on the Preliminary Master Plan, is \$20,971,343. This includes a 50% contingency given the early phase of the design. This is detailed further within the attached report.

The Preliminary Master Plan is deemed acceptable for this phase of project planning and development.

Further beyond this, should the Preliminary Approval and Stage 1 Development Permit be issued, the project would proceed to Gate 4 and the project will be presented to Council for a capital investment decision to fund construction of Stage 1. It is estimated that the development approval process would take approximately 8 months to complete.



**Anticipated Resolution Completion Date:**

It is expected that officers can complete these actions and commence Concept Designs by September 2020.

**Attachments:**

1. Attachment 1 - Boyne Tannum Aquatic Recreation Centre Options Analysis Report
2. Attachment 2 - Site Analysis Report – Lot 900 Coronation Drive
3. Attachment 3 - Site Analysis Report – 10 Canoe Point Road
4. Attachment 4 - Site Analysis Report – Jacaranda Drive

**Tabled Items:**

Nil.

**Report Prepared by:** Acting Strategic Projects Specialist

## **G/3.2. NAMING OF BRIDGE CROSSING EULEILAH CREEK ON HILL'S ROAD**

**Responsible Officer: General Manager Strategic Asset Performance**

**Council Meeting Date: 2 June 2020**

**File Ref:** RD5.1

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### **Purpose:**

The purpose of this report is to allow Council to consider a request to formally name the bridge where Hill's Road crosses Euleilah Creek. Consultation with the community on this matter has occurred since this matter was last presented on 17 December 2019.

### **Officer's Recommendation:**

That Council authorise the Chief Executive Officer to:

1. Utilise the name 'Euleilah (Yooleelar) Bridge' on the bridge along Hill's Road crossing Euleilah Creek.

### **Background:**

Council received two (2) asset naming requests to:

1. Formally name the currently unnamed bridge that spans Euleilah Creek on Hills Road (herein referred to as 'the bridge'). As Euleilah Creek was historically called Oyster Creek, this proposal aims to reduce the confusion for residents as to where the exact location of the bridge is during critical times (flood, road diversion and other similar emergencies).
2. Name the bridge 'Charlie Ikstrums Bridge' in recognition of a long-term Baffle Creek resident.

As a result of community consultation undertaken by the applicant, Council received two (2) additional requests to:

1. Name the bridge 'Euleilah Bridge', as this is how it has been recognised for many years.
2. Name the bridge after Edward (Ted) Hardy, as he was instrumental in the bridge being built – proposed name 'Ted (Edward) Hardy Euleilah Bridge'.

At the General Meeting on 17 December 2019, Council resolved to:

1. Include the names Charlie Ikstrums and Ted (Edward) Hardy to the approved place names register; and
2. Undertake community consultation for the naming of the bridge along Hill's Road crossing Euleilah Creek.

Community consultation undertaken between 24 February 2020 and 16 March 2020 received 440 submissions. Council also received five (5) additional written requests:

1. Two (2) separate requests were received to name the bridge in honour of Keith Sbresni, both for his contributions to the Baffle Creek community and the history the Sbresni family holds in the Baffle Creek district.
2. One (1) request was received to formalise the name 'Euleilah Creek Bridge' and include the phonetic spelling for Euleilah (meaning butterfly) - 'Yooleelar'. The request encompasses including the words 'Yoo lee lar' on the sign along with an etching of butterflies.
3. One (1) request was received to name the bridge in honour of long-term Baffle Creek resident Fred Schiffke who, along with his brothers, served in WWII and returned to the dairy farm within close proximity to the bridge.
4. One (1) request was received to name the bridge in honour of long-term Baffle Creek resident Ken Kleinschmidt, who was the first manager of the newly formed Macadamia Farm.

**Options, Risk and Opportunity Analysis:**

In recognition of community feedback and the additional information that came to light regarding the local indigenous origin of the word, it is recommended that the bridge be formally named Euleilah (Yooleelar) Bridge.

In response to the additional naming suggestions (Keith Sbresni, Fred Schiffke and Ken Kleinschmidt) Council Officers will make contact with the submitters to facilitate formal applications and assessment in accordance with Policy and Corporate standards.

**Communication and Consultation:**

440 responses were received during the community consultation period. A breakdown of responses is shown below.

Rank	Option	Percent of Votes (%)	Count
1	Euleilah Bridge	83.18	366
2	Charlie Ikstrums Bridge	9.32	41
3	Ted Hardy Euleilah Bridge	4.09	18
4	Ted Hardy Bridge	1.82	8
5	Hardy Ikstrums Bridge	1.36	6
6	Ikstrums Hardy Bridge	0.23	1

Following feedback regarding the background of the word Euleilah, consultation also occurred with Council's Reconciliation Action Officer and the Gidarjil CQ Language Centre. This consultation centred around better understanding the background of Euleilah and seeking clarification that it would be acceptable to use the phonetic spelling of Yooleelar.

This consultation identified that the phonetic spelling of Euleilah is 'Yooleelar' which is the Gooreng Gooreng word for butterfly.

**Legal Strategy and Policy Implications:**

Naming the bridge Euleilah (Yooleelar) Bridge is consistent with policy.

**Financial and Resource Implications:**

The financial implications are negligible and limited to the cost of signage and ongoing maintenance and renewal.

**Summary:**

Nil

**Anticipated Resolution Completion Date:**

December 2020.

**Attachments:**

Nil.

**Tabled Items:**

Nil.

**Report Prepared by:** Administration Officer – Asset Governance

### **G/3.3. STANDARDS AUSTRALIA - SOLE SUPPLIER**

**Responsible Officer: General Manager Operations**

**Council Meeting Date: 2 June 2020**

**File Ref: PE1.1**

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#### **Purpose:**

This report seeks resolution from Council to make use of the provisions in section 235 of the *Local Government Regulation 2012*, that allows for exceptions to the requirement for written quotes or tenders. The use of this provision is sought in relation to annual copyright licensing and royalty fees for the use of the Australian Standard suite of contracts, with an ongoing subscription with Standards Australia Limited for up to five (5) years.

#### **Officer's Recommendation:**

That Council:

1. Resolves, in accordance with section 235(a) of the *Local Government Regulation 2012*, that Standards Australia Limited is the only supplier available to Council for the provision of copyright licensing of the Australian Standard suite of contracts; and
2. Authorise the Chief Executive Officer to enter into annual licence agreements with Standards Australia Limited as an ongoing commitment for up to five (5) years.

#### **Background:**

Standards Australia Limited previously licensed SAI Global as a provider of sub-licenses for the use of the Australian Standard suite of contracts (e.g. AS 4902-2000 General Conditions of Contract for Design and Construct). Council previously held annual licenses with SAI Global for use of this suite of contracts. The SAI Global license with Standards Australia Limited expired on 30 April 2020 and has not been renewed.

Standards Australia Limited have confirmed that from 1 May 2020 purchase of copyright licences for their standard suite of contracts is not available through any other company.

Council is required to establish annual licenses with Standards Australia Limited to allow use of the Australian Standard suite of contracts for delivery of a range of consultancy and construction projects.

#### **Options, Risk and Opportunity Analysis:**

The Australian Standard suite of contracts is the most widely used form of construction contract in Australia. A study completed by the University of Melbourne in 2014 found that 70% of construction contracts used in Australia are from the Australian Standard suite of contracts – the study further identified that the balance of contracts were bespoke agreements developed by either party (most frequently the Principal) and their legal representation.

The option of Council developing its own suite of construction and consultancy contracts has been considered in development of this report. There are three reasons that this option has been found unsuitable:

- the Australian Standard suite of contracts have been reviewed by Council's Senior Legal Counsel, whom developed a set of standard amendments for each contract, and are



considered the most appropriate option for engagement of contractors and consultants by Council;

- there are insufficient resources available within Council to deliver a suite of bespoke construction and consultant contracts in the foreseeable future; and
- contractors and consultants would be likely increase to their rates to account for their risk exposure under unfamiliar contract terms.

The Australian Standard suite of contracts are generally trusted and accepted by legal practitioners, consultants and contractors due to their well-established use throughout Australia. Versions of these contracts have been in use since approximately 1986.

### **Communication and Consultation:**

Senior Legal Counsel was consulted as part of consideration of the most appropriate method of contracting to be exercised by Council (refer to Options, Risk and Opportunity Analysis above).

Senior Legal Counsel has also prepared bespoke agreements as required for arrangements such as periodic supply of goods and services.

Collaboration with Council's Legal Group is ongoing in establishment of new contracts.

### **Legal Strategy and Policy Implications:**

It is a requirement of the *Local Government Regulation 2012* section 225 to invite written quotations or tenders where the supply of goods or services with a cost greater than \$15,000.

Section 235 of the Regulation provides several exceptions to the requirement and relevant to this request is clause a) which states:

- The Council resolves that it is satisfied that there is only one (1) supplier who is reasonably available.

### **Financial and Resource Implications:**

Based on the quantity of Australian Standard contracts used in the period 1 July 2019 – 31 December 2019 license and royalty fees are estimated at \$13,000.00 - \$15,000.00 ex GST per annum. This would equate to a maximum of \$75,000.00 ex GST for a period of up to five (5) years.

### **Summary:**

Nil

### **Anticipated Resolution Completion Date:**

License agreement to be finalized by 30 April each year. Purchase order to be issued by 30 June 2020.

### **Attachments:**

- Melbourne University Research Report, Standard forms of contract in the Australian construction industry (2014)

### **Tabled Items:**

Nil.

**Report Prepared by:** Manager Contracts & Procurement

### **G/3.4. ALPHA CONCEPTS - SPECIALISED SUPPLIER**

**Responsible Officer: General Manager Operations**

**Council Meeting Date: 2 June 2020**

**File Ref: PE1.1**

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**Purpose:**

This report seeks a resolution from Council to make use of the provisions in s235 of the *Local Government Regulation 2012* that allows for the exceptions to the requirement for written quotes or tenders. The use of this provision is sought in relation to the engagement of Alpha Concepts Pty Ltd to provide monitoring and maintenance of the sewage system at Alf Larson Park for a period of up to five (5) months. This will provide Council with the time required to complete a detailed insourcing assessment of the services being provided under the previous scope, while continuing to deliver services that meet community expectations.

**Officer's Recommendation:**

That Council:

1. Resolves, in accordance with Section 235(b) of the *Local Government Regulation 2012*, that it is satisfied that due to the specialised nature of the services sought, Alpha Concepts Pty Ltd should be engaged to perform the monitoring and maintenance of the sewage system at Alf Larson Park for a period of up to five (5) months; and
2. Authorises the Chief Executive Officer to enter into a contract with Alpha Concepts Pty Ltd for the provision of monitoring and maintenance of the sewage system at Alf Larson Park for a period of up to five (5) months.

**Background:**

Alpha Concepts Pty Ltd was engaged by Council under Preferred Supplier Arrangement 83-17 Sewerage Treatment Plant Monitoring from 24 April 2017, to provide monitoring and maintenance services to the treatment plant installed at Alf Larson Park. This arrangement expired 23 April 2020.

This contract has been managed by the Manager Parks Program Delivery as the sewerage treatment plant was built as part of the development of the park in 2017. The nature of the work of monitoring and maintaining the sewerage treatment plant is consistent with activities completed by Council's Water Program Delivery team.

The Certified Agreement (CA) requires the following, as per Section 2.3.1.11:

*If Council wishes to engage independent contractors and/or labour hire to perform work that might be performed by current or future Employees under this Agreement, Council will consult with all potentially affected Employees and the relevant Union (s).*

This consultation activity forms part of the detailed insourcing assessment and is currently underway.

**Options, Risk and Opportunity Analysis:**

There are no further extension options included in the current arrangement with Alpha Concepts Pty Ltd.

The system currently in operation at Alf Larson Park has specific requirements for ongoing monitoring and maintenance. Alpha Concepts Pty Ltd has a specialist knowledge of the operational requirements of the system, which has been developed during provision of services under the previous contract. This level of familiarization with the specific requirements of the system makes it impractical to seek quotes and potentially enter into a short-term arrangement with any other contractor.

Council does not have available current resources to immediately commence maintenance and monitoring of the system, nor the required specialist knowledge of the specific requirements of the Alf Larson Park system. Further analysis of resource requirements is underway as part of the insourcing assessment.

**Communication and Consultation:**

Nil.

**Legal Strategy and Policy Implications:**

It is a requirement of the *Local Government Regulation 2012* section 225 to invite written quotations or tenders where the supply of goods or services with a cost greater than \$15,000.

The Regulation, however in section 235 provides several exceptions to the requirement, however relevant to this request is clause b) which states:

*b) The Council resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders.*

**Financial and Resource Implications:**

The cost of monitoring and maintenance of the sewage treatment plant varies from month to month, based on environmental conditions and inputs. The average monthly spend is \$10,000.00 - \$15,000.00 ex GST, making the maximum spend under an engagement of up to five (5) months \$75,000.00 ex GST>

The cost of appointing a contractor to monitor and maintain the plant is included in Council's current approved budget.

**Summary:**

Nil.

**Anticipated Resolution Completion Date:**

A purchase order will be issued to the Contractor by 30 June 2020.

**Attachments:**

Nil.

**Tabled Items:**

Nil.

**Report Prepared by:** Manager Contracts & Procurement



**G/4. DEPUTATIONS**

Nil.

**G/5. COUNCILLORS REPORT**

Nil.

**G/6. URGENT BUSINESS**

Nil.

**G/7. NOTICE OF MOTION**

Nil.

## **G/8. CONFIDENTIAL ITEMS**

### **G/8.1. TENDER 227-20 KIRKWOOD & DIXON SIGNALISED INTERSECTION**

**Responsible Officer: General Manager Operations**

**Council Meeting Date: 2 June 2020**

**File Ref: PE1.1**

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#### **Reason for Confidentiality:**

This report is **CONFIDENTIAL** in accordance with Section 275 (1) of the Local Government Regulation 2012, the meeting is to be closed to the public to discuss business relating to the following: -

(e) contracts proposed to be made by it.

**G/8.2. TENDER 148-20 SEWER PUMP STATION A06 REFURBISHMENT**

**Responsible Officer: General Manager Operations**

**Council Meeting Date: 2 June 2020**

**File Ref: PE1.1**

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**Reason for Confidentiality:**

This report is **CONFIDENTIAL** in accordance with Section 275 (1) of the Local Government Regulation 2012, the meeting is to be closed to the public to discuss business relating to the following: -

(e) contracts proposed to be made by it.

**G/8.3. PSA 182-17 MOWING & SLASHING - EXTENSION**

**Responsible Officer: General Manager Operations**

**Council Meeting Date: 2 June 2020**

**File Ref: PE1.1**

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**Reason for Confidentiality:**

This report is **CONFIDENTIAL** in accordance with Section 275 (1) of the Local Government Regulation 2012, the meeting is to be closed to the public to discuss business relating to the following: -

(e) contracts proposed to be made by it.

**G/8.4. PSA 144-17 ARBORICULTURE SERVICES - EXTENSION**

**Responsible Officer: General Manager Operations**

**Council Meeting Date: 2 June 2020**

**File Ref: PE1.1**

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**Reason for Confidentiality:**

This report is **CONFIDENTIAL** in accordance with Section 275 (1) of the Local Government Regulation 2012, the meeting is to be closed to the public to discuss business relating to the following: -

(e) contracts proposed to be made by it.

**ATTACHMENTS**