



GLADSTONE
REGIONAL COUNCIL

**GENERAL MEETING NOTICE
AND AGENDA**

**TO BE HELD AT THE COUNCIL CHAMBERS – CIVIC CENTRE
101 GOONDOON STREET, GLADSTONE**

On Tuesday 21 September 2021

Commencing at 9.00am

**Leisa Dowling
CHIEF EXECUTIVE OFFICER**

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G/1. MAYORAL STATEMENT OF CURRENT ISSUES

G/2. CONFIRMATION OF MINUTES

G/2.1. CONFIRMATION OF GENERAL MEETING MINUTES FOR 7 SEPTEMBER 2021

Responsible Officer: Chief Executive Officer

Council Meeting Date: 21 September 2021

File Ref: CM7.2

Purpose:

Confirmation of the minutes of the General Meeting held on 7 September 2021.

Officer's Recommendation:

That the minutes of the General Meeting of Council held on 7 September 2021 be confirmed.

Attachments:

1. Minutes of the General Meeting of Council held on 7 September 2021.

Tabled Items:

Nil.

Report Prepared by: Executive Secretary

G/3. DEPUTATIONS

G/3.1. ROSEBERRY QLD - SHELTERISTIC PROJECT CONCEPT PLANS

Responsible Officer: Chief Executive Officer

Council Meeting Date: 21 September 2021

File Ref: CM7.6

Purpose:

To present to Council Roseberry Qld's Shelteristic Project Concept Plans.

Officer's Recommendation:

That the deputation from Roseberry QLD be received.

Background:

Deputation details are as follows:

Time of Presentation	9.15am
Duration of Presentation plus question time	15 minutes
Speakers to present	Michelle Coats, General Manager Craig Walker, Chair
Is the matter currently or has previously been subject to legal proceedings?	No
Matter for information only	Yes

Attachments:

1. Shelteristic Presentation

Tabled Items:

Nil.

Reported Prepared by: Executive Secretary

G/4. OFFICERS' REPORTS

G/4.1. MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 31 AUGUST 2021

Responsible Officer: General Manager Finance Governance and Risk

Council Meeting Date: 21 September 2021

File Ref: FM15.1

Purpose:

This report seeks Council adoption of the Monthly Financial Statements for the 2021-22 year to date, for the period ended 31 August 2021.

Officer's Recommendation:

That Council adopt the Monthly Financial Statements attached to the officer's report for the 2021-22 year to date, for the period ended 31 August 2021 as required under Section 204 *Local Government Regulation 2012*.

Background:

The percentage of year passed (pro-rata rate) as at 31 August 2021 is 17.26%.

The 2020-21 budget was adopted on 15 June 2021.

End of year processing for 2020-21 is awaiting final audit and preliminary comparative figures will be provided with the financial report for September. At this stage the comparative figures in the Statement of Income and Expenditure and Statement of Financial Position are still reflecting the audited figures from 2019-20.

Statement of Income and Expenditure

Income

Recurrent Revenue

Total recurrent revenue	2021-22	Actual as %
Actual	\$155.2m	
Budget	\$199.4m	77.83%

Of note:

Net rates and utility charges	2021-22	Actual as %
Actual	\$151.0m	
Budget	\$158.0m	95.57%

Council's primary source of recurrent revenue is the generation of annual rates, along with access charges for water, sewerage and waste. This generation was completed in July, with notices issued to ratepayers in

August. Water consumption revenue for 2021-22 will be raised upon completion of the water meter reading cycles during the year. Discounts are applied when payments are received from customers, resulting in a decrease to net rates and utility charges. Discount date for 2021-22 is 19 October 2021. The total budget for discounts in 2021-22 is \$12.2m.

Fees & charges	2021-22	Actual as %
Actual	\$1.7m	
Budget	\$15.7m	11.11%

Tipping fees are raised following the end of the month. Early in the financial year, revenue appears low as a result of June fees being accrued back into the 2020-21 financial year creating a timing variance.

Income tax equivalents	2021-22	Actual as %
Actual	-	
Budget	\$3.9m	0.00%

The budget includes amounts of \$3.6m for the Gladstone Area Water Board income tax equivalents and \$0.3m for the Gladstone Airport Corporation competitive neutrality fees, these receipts are expected late in the financial year.

Grants, subsidies, contributions and donations	2021-22	Actual as %
Actual	\$1.2m	
Budget	\$10.3m	11.56%

General purpose grants (Financial Assistance Grant) make up \$8.3m of this budget, to be received in instalments. The majority (50%) of this income is received at the end of the financial year resulting in timing differences early in the year.

Capital Revenue

Total capital revenue	2021-22	Actual as %
Actual	\$0.6m	
Budget	\$16.7m	3.63%

Minimal capital revenue has been received for the current financial year to date primarily being Roads to Recovery funding for Turkey Beach Road.

The following projects have budgeted capital revenue greater than \$1.0m:

- Gladstone Aquatic Centre Upgrade – Stage 2 (Federal) **\$1.6m**
- Benaraby Landfill – Capping of Cell 2 (Federal) **\$1.1m**
- Asphalt Overlay and Bitumen Reseals (Federal) **\$1.1m**
- A01 to Gladstone Wastewater Treatment Plant Partial Main Replacement (Federal) **\$2.0m**
- Gladstone Sewer Mains Renewal (State) **\$2.2m**

Expenditure

Year to date expenditure, although lower than pro-rata rate, is tracking in line with expectations for this time of year.

Recurrent expenditure

Total recurrent expenditure	2021-22	Actual as %
Actual	\$29.5m	
Budget	\$200.3m	14.74%

Of note:

Employee benefits	2021-22	Actual as %
Actual	\$9.8m	
Budget	\$66.5m	14.70%

Employee benefits are the largest component of Councils recurrent expenditure. Year to date expenditure is in line with budget.

Contractors and consultants	2021-22	Actual as %
Actual	\$3.0m	
Budget	\$31.3m	9.46%

Significant budgets for contractors and consultants are held in the areas of asset management, road services, parks & environment, water, sewerage, strategic information technology and economic development. Expenditure is expected to increase in line with budget as the year progresses.

Donations and sponsorships	2021-22	Actual as %
Actual	\$0.7m	
Budget	\$2.8m	25.46%

Increased focus on donations and sponsorships in late 2020-21 has resulted in an improved start for the 2021-22 financial year.

Following the generation of rates in August, the water and sewerage concessions of \$0.4m granted to not-for-profit sporting and community organisations have been recognised as donations.

Motor vehicle expenses	2021-22	Actual as %
Actual	\$0.3m	
Budget	\$1.1m	25.53%

Motor vehicle expenses incorporating parts & materials, outside repairs and tyres are all exceeding year to date budget. It is expected that the reduced maintenance costs flowing on from the fleet replacement program will reverse this trend as the year progresses.

Staff and Councillor associated expenses	2021-22	Actual as %
Actual	\$0.2m	
Budget	\$1.9m	8.53%

These expenses include recruitment medicals, uniforms, trainees and are expected to align with budget as the year progresses and the vacancy rate reduces. Year to date vacancy rate is 7.1% compared to budget rate of 6%

Waste disposal and tipping fees	2021-22	Actual as %
Actual	\$0.8m	
Budget	\$7.7m	10.21%

As reflected in tipping fees income – waste disposal charges are not generated until the following month. The June 2021 accruals process is still impacting this expenditure category.

Statement of Financial Position

	Current Value	Budget	Current as %
Year to date Assets	\$2.6b	\$2.5b	103.53%
Year to date Liabilities	\$156.4m	\$139.4m	112.18%

Receivables are currently high following the rates generation.

The budget for liabilities reflects the expected position at 30 June 2022. As debts are repaid during the year, the actual result will reduce and align closer to budget.

The amounts reflected in the Statement of Financial Position include the opening balances for the 2021-22 year which are yet to be finalised.

Capital Expenditure

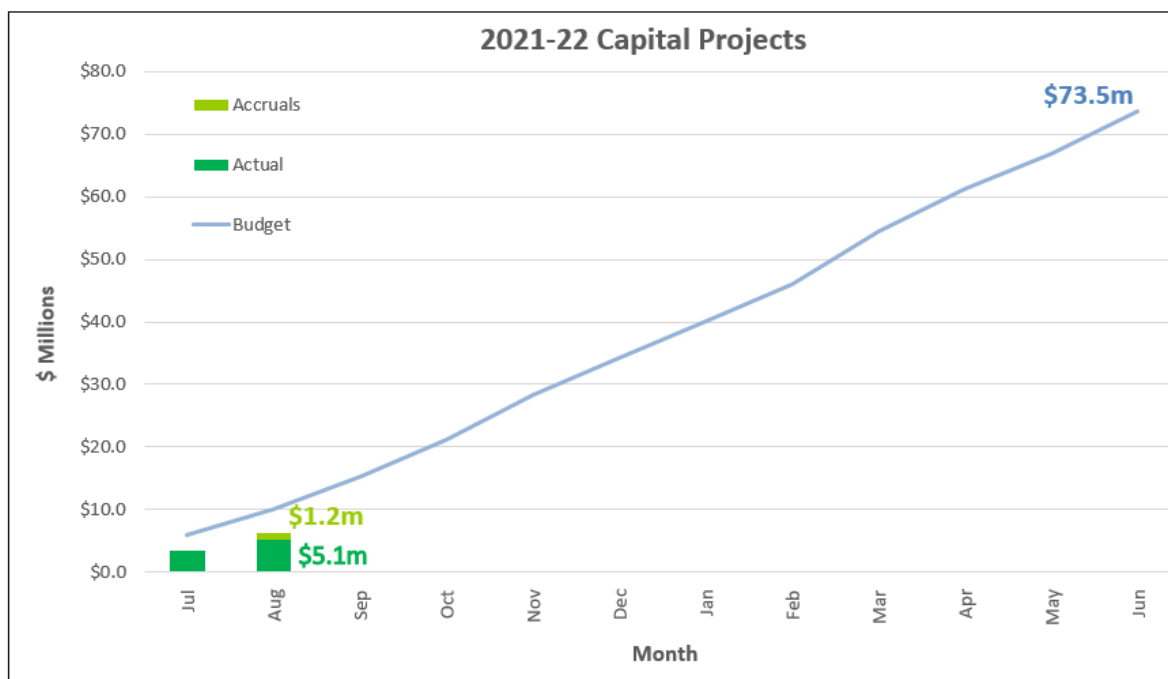
	Actual	Budget	Actual as %
Year to date capital expenditure	\$6.3m	\$73.5m	8.61%
Including commitments (open purchase orders)	\$15.8m		21.55%

Of the \$9.5m in commitments, \$1.1m relates to the fleet replacement program, \$1.5m relates to Lake Awoonga mains upgrade, \$1.7m relates to relining South Trees treatment ponds projects and \$1.2 relates to the Gladstone Aquatic Centre upgrade.

Accrual estimates of \$1.2m have been included in the actuals, to account for major claims relating to August work as at 31 August 2021.

Capital expenditure against groups with significant capital expenditure budgets is shown in the table below:

Group	YTD Actual	Commitments	Budget	Actual as % of Budget
Road Assets	\$2.0m	\$0.9m	\$24.5m	8%
Sewerage Assets	\$1.1m	\$3.4m	\$17.2m	6%
Asset Governance	\$0.0m		\$5.0m	0%
Water Assets	\$0.9m	\$2.1m	\$5.7m	16%
Delivery Support and Performance	\$1.0m	\$1.1m	\$8.0m	13%
Waste Assets	\$0.3m		\$2.4m	12%
Property Assets	\$0.4m	\$1.9m	\$6.7m	6%
Parks & Environment Assets	\$0.0m		\$1.1m	3%
Community Development & Events	\$0.0m		\$1.1m	1%
Other	\$0.5m	\$0.1m	\$1.8m	27%
Total	\$6.3m	\$9.5m	\$73.5m	9%



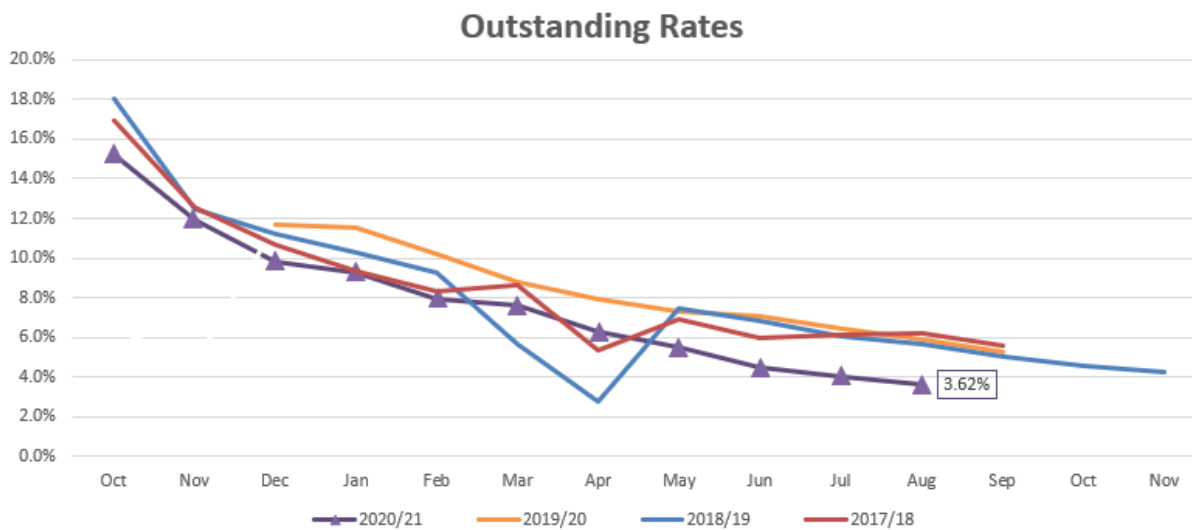
Outstanding Rates

Outstanding rates, as a percentage of gross rates levied for 2020-21, and collectible, is at 3.62% at the end of August 2021, compared to 5.90% for the same period last year.

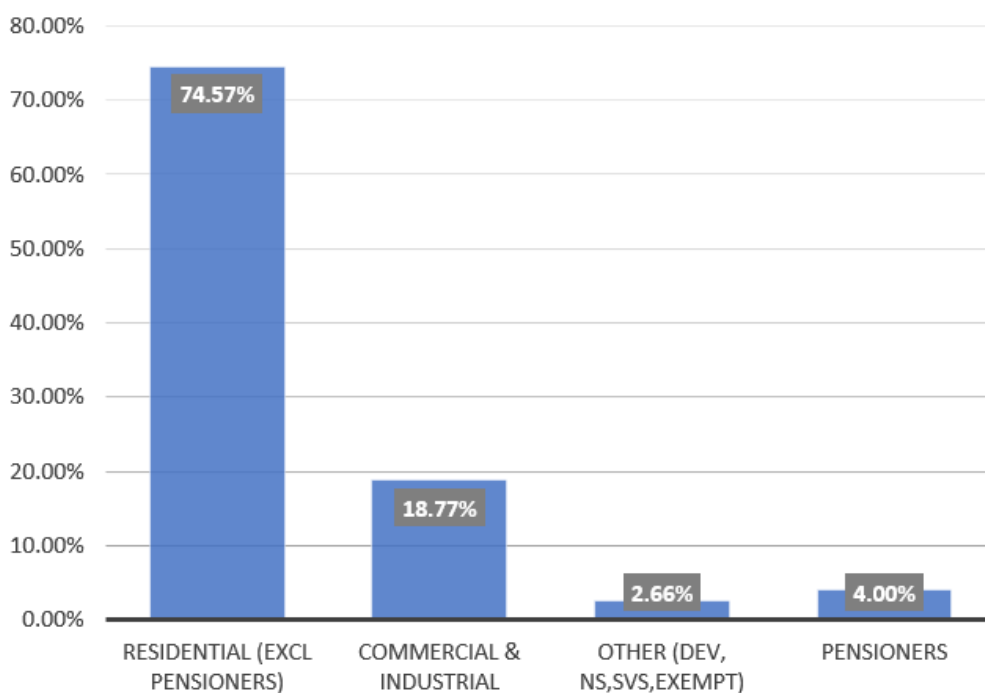
Of the \$6.7m of outstanding rates 18.77% relates to commercial / industrial assessments and 81.23% represents residential assessments.

These figures include \$2.14m of rates that are currently being repaid under an authorised payment plan, for which there were 26 commercial/industrial assessments and 706 residential assessments. A total of 732 assessments, which is an increase from 88 assessments in July 2021. This movement is a result of new instalments for the 2021-22 financial year being implemented.

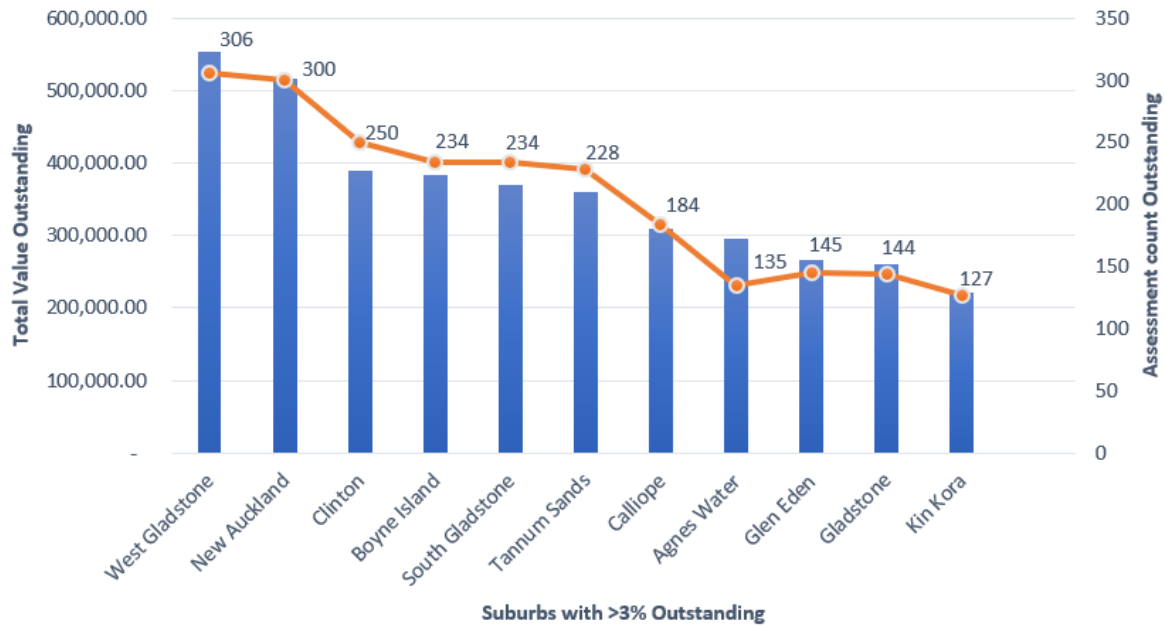
There were 2,092 ratepayers who had paid their rates in advance, in the amount of \$2.07m.



Outstanding Rates & Charges at 31/08/2021



Residential Rates & Charges Outstanding > 3% per Suburb



Sustainability Ratios

Financial ratios provide a useful snapshot of Council's financial status and emerging trends. Individual ratios do not provide enough information to form a comprehensive opinion of Council's financial position and performance, but when the right mix of ratios are considered together, they become a valuable tool in analysing Council's overall financial performance.

Asset Sustainability Ratio

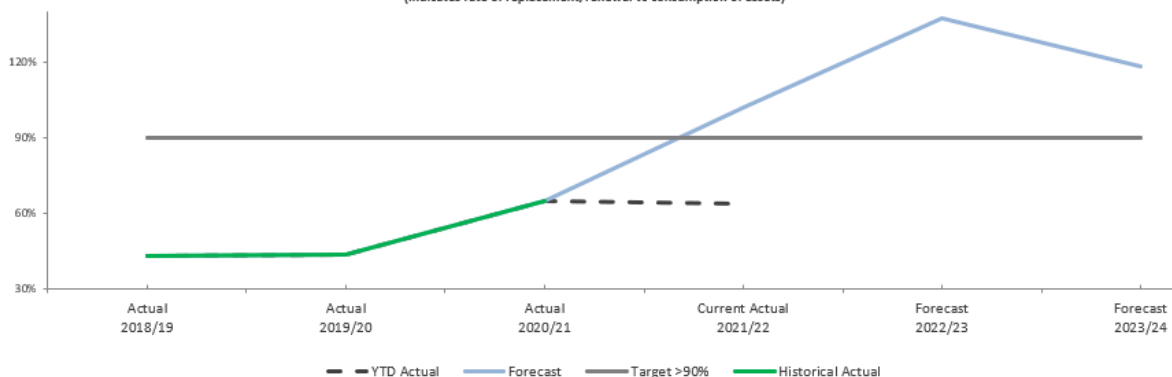
This ratio compares Council's expenditure on capital renewal assets with the rate at which our assets are depreciating. As Council invests in the renewal of its asset base on a rolling cycle, the expected results can vary from year to year. The results for a single year are dependent on the delivery of renewal projects in the capital program.

Infrastructure renewals have accounted for 64.25% of capital expenditure with the balance on new and upgrade projects. The 2021-22 capital budget includes a significant allocation to renewal projects, and Council is expecting to exceed the target asset sustainability ratio this year.

Asset Sustainability Ratio			
CURRENT YTD	PRIOR YTD	BUDGET	TARGET
63.86%	7.79%	101.77%	>90%

Asset Sustainability Ratio

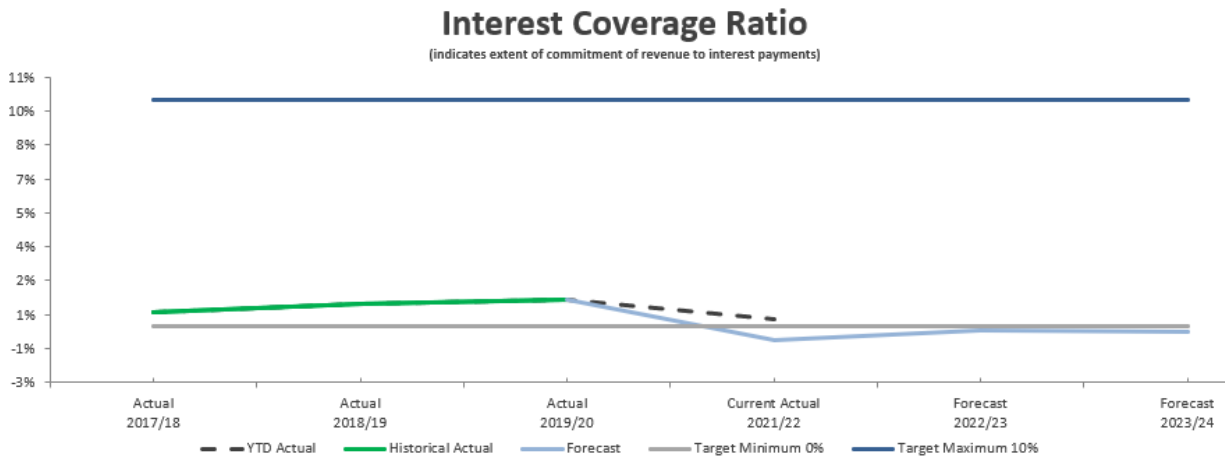
(indicates rate of replacement/renewal vs consumption of assets)



Interest Coverage Ratio

This ratio indicates the percentage of operating revenue required to cover net interest costs. The ratio is reflecting a positive result which is expected to reduce as interest revenue increases after the due date for rates and charges has passed.

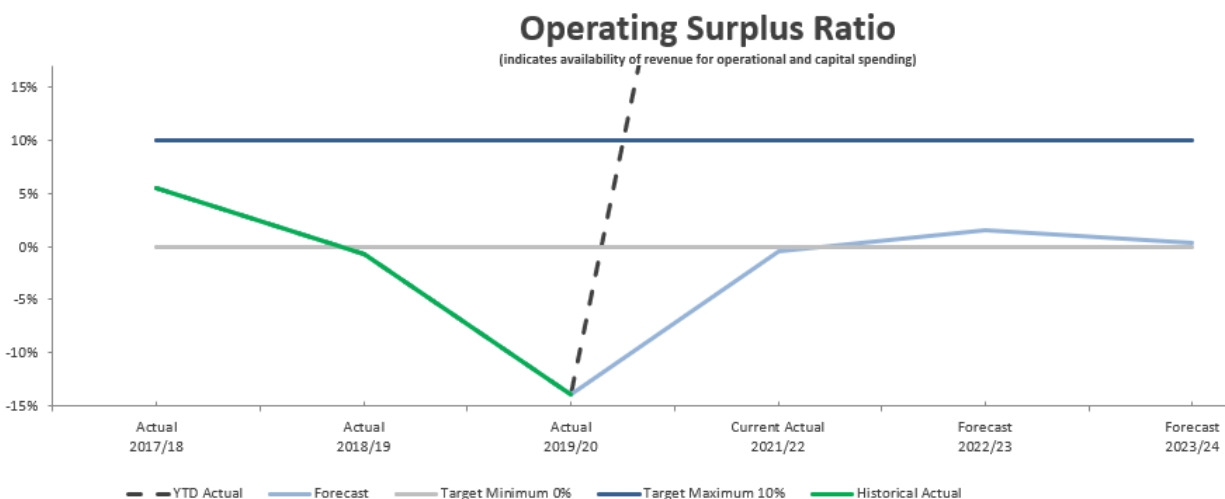
Interest Coverage Ratio			
CURRENT YTD	PRIOR YTD	BUDGET	TARGET
0.29%	0.98%	(0.61%)	0 - 10%



Operating Surplus Ratio

A positive result for this ratio indicates that operating revenue can be used to fund capital expenditure, on top of the operational costs of Council. The results are currently skewed due to the generation of annual rates and other charges. This will align closer to budget as the year progresses.

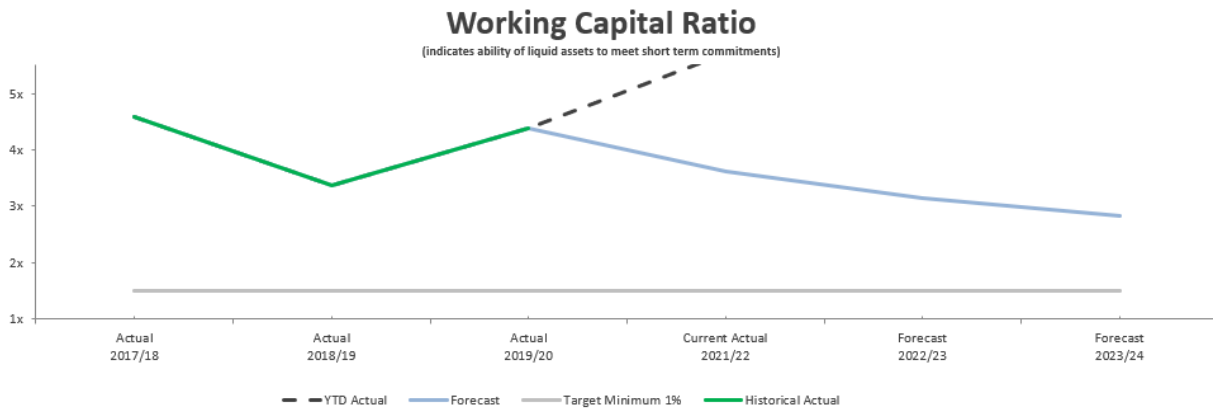
Operating Surplus Ratio			
CURRENT YTD	PRIOR YTD	BUDGET	TARGET
80.98%	85.02%	(0.45%)	0 - 10%



Working Capital Ratio

The working capital ratio shows the ability of Councils current assets, to cover the commitments of its current liabilities. Following the rates generation, Council has a significant balance of receivables, causing this ratio to present abnormally.

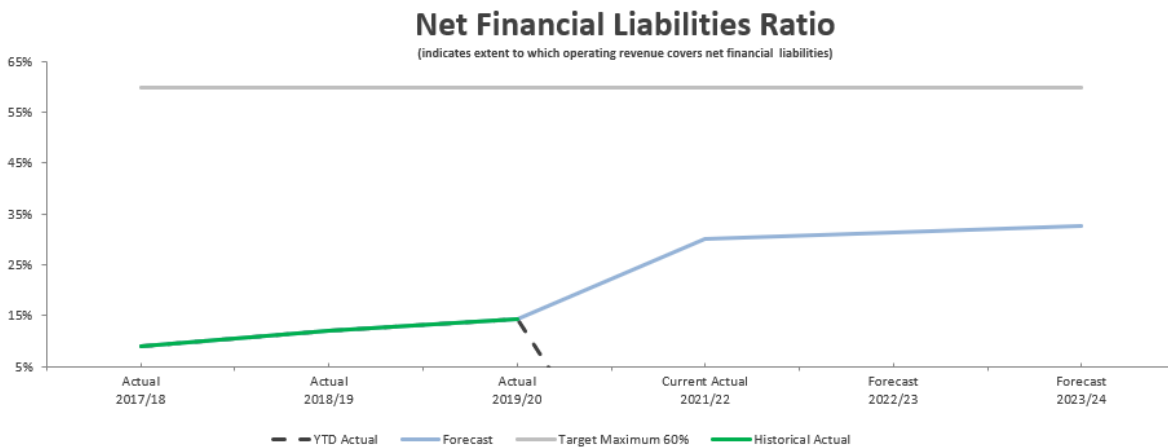
Working Capital Ratio			
CURRENT YTD	PRIOR YTD	BUDGET	TARGET
5.23x	7.14x	3.12x	Greater than 1:1



Net Financial Liabilities Ratio

The ratio shows the extent to which operating revenue covers net financial liabilities. Again, the results are skewed following the rates generation which has created both high income and a high receivables balance.

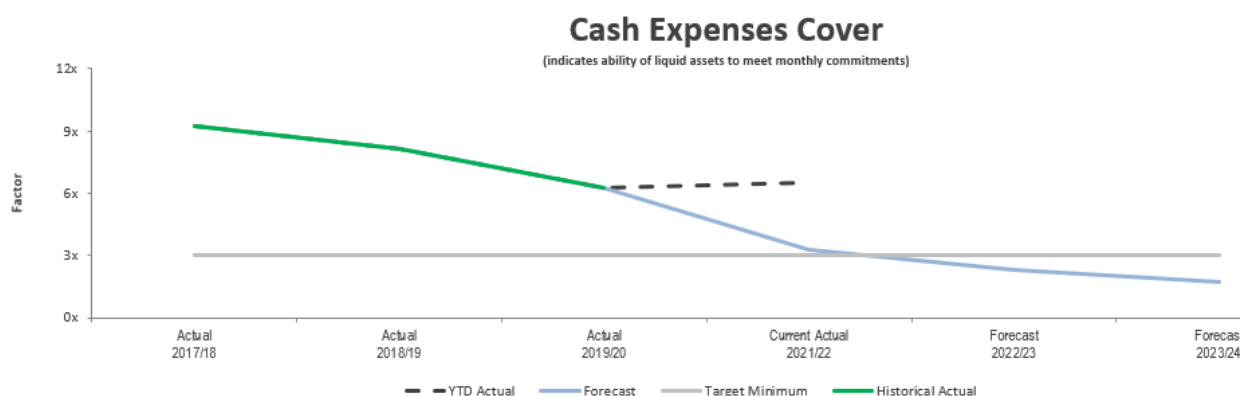
Net Financial Liabilities Ratio			
CURRENT YTD	PRIOR YTD	BUDGET	TARGET
(42.74%)	(77.85%)	30.07%	< 60%



Cash Expenses Cover Ratio

This ratio indicates the number of months that Councils cash balance could cover its monthly cash expenses. The current result reflects a continuing strong cash position proportional to operating costs. This is due to the end of year accruals process, which causes expenditure for the month of July to reflect as less than an ordinary month of operations.

Cash Expenses Cover Ratio			
CURRENT YTD	PRIOR YTD	BUDGET	TARGET
6.55x	12.31x	3.24x	> 3x



Options, Risk and Opportunity Analysis:

Nil.

Communication and Consultation:

The report seeks specialist input regarding budget from Systems Modelling and Metrics Specialist and Cost Analyst. Capital expenditure commentary is provided through Manager Works Planning and Scheduling. Information relative to outstanding rates and prepaid rates is sought from Manager Revenue Services.

Legal Strategy and Policy Implications:

Council is required to receive an update at least monthly relative to its financial position, *Section 204 Local Government Regulation 2012*.

Financial and Resource Implications:

Nil.

Summary:

Nil.

Anticipated Resolution Completion Date:

21 September 2021

Attachments:

1. Monthly Financial Statements for the period ending 31 August 2021
2. Operating Statements for month end August 2021

Tabled Items:

Nil.

Report Prepared by: Accountant

G/4.2. 238-21 DESIGN AND CONSTRUCTION OF 2 X CONCRETE BRIDGES (BAFFLE & HOBBLE CREEKS, LOWMEAD)

Responsible Officer: General Manager Operations

Council Meeting Date: 21 September 2021

File Ref: PE1.1

Purpose:

This report seeks resolution from Council to enter into a contract with VEC Civil Engineering Pty Ltd for the design and construction of 2 x concrete bridges for Baffle and Hobble creeks, Lowmead.

Officer's Recommendation:

That Council:

1. Endorse the Tender Evaluation Panel's recommendation and accept the offer from VEC Civil Engineering Pty Ltd for Tender 238-21 Design and Construction of 2 x Concrete Bridges (Baffle and Hobble Creeks, Lowmead); and
2. Authorise the Chief Executive Officer to enter into a contract and associated contract variations within the approved budget, with VEC Civil Engineering Pty Ltd for Tender 238-21 Design and Construction of 2 x Concrete Bridges (Baffle and Hobble Creeks, Lowmead).

Background:

The current Hobble Creek and Baffle Creek timber bridges are nearing the end of their design life. Council has initiated a project to have the existing timber bridges replaced by concrete bridges that will meet future operational and traffic needs.

The Contractor will be responsible for reviewing all detailed investigation reports that forms part of this contract, identifying and undertaking any additional investigations, undertaking detailed engineering design for the new modular bridges, and construction in accordance with the approved Issued for Construction (IFC) drawings and project specifications.



Figure 1 – Bridge over Hobble Creek on John Clifford Way, Lowmead



Figure 2 – Bridge over Baffle Creek on Gorge Road, Lowmead.

Council has planned for allowing traffic access during closure of the bridges as per the below detour maps, which will be in place during construction in order to ensure traffic access is maintained at all time. The impact for travel time will be minimal as the length of detour for Baffle Creek Bridge is shorter than the existing route and there will approximately 7 to 10 minutes of additional travel time for traffic using the detour for Hobble Creek Bridge.



Figure 3 – Hobble Creek Detour Map

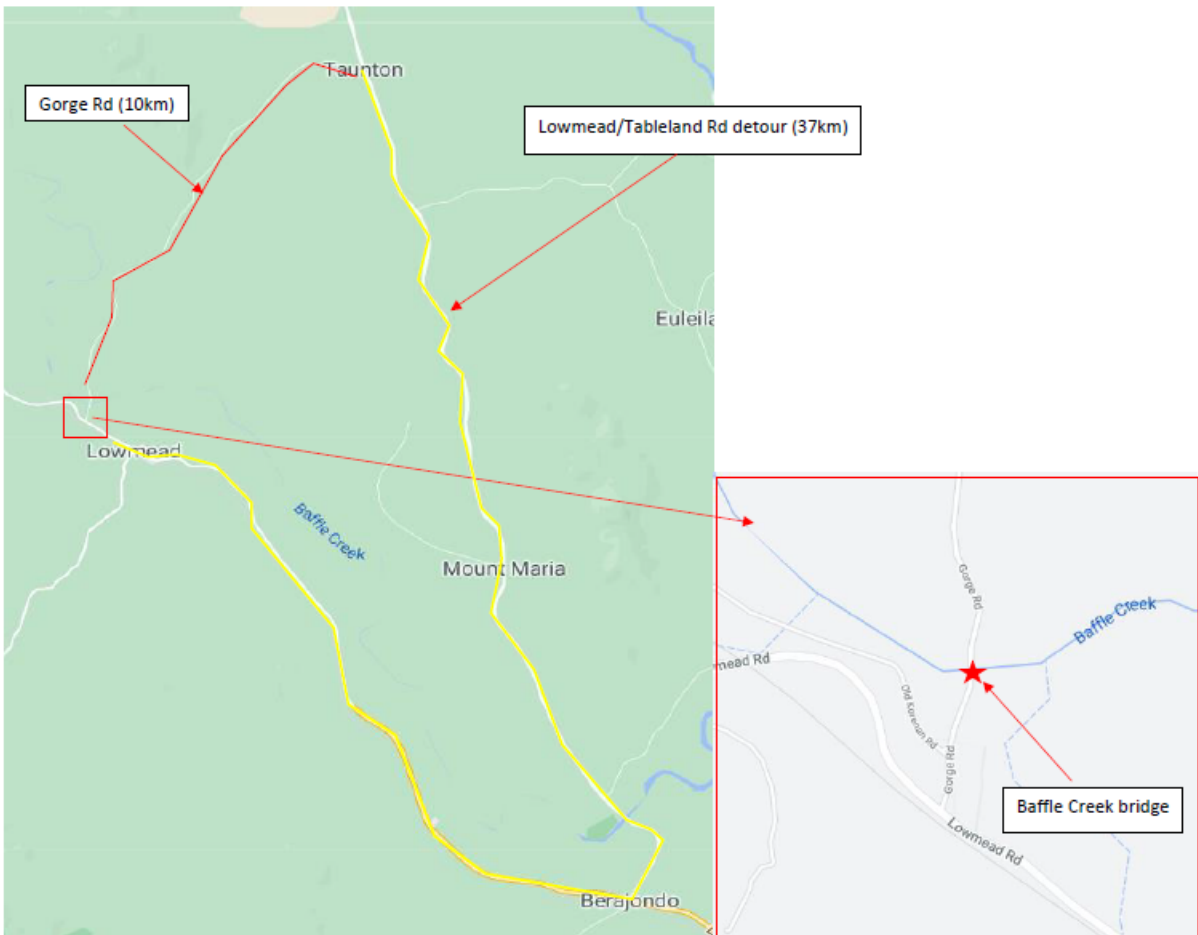


Figure 4 – Baffle Creek Detour Map

Options, Risk and Opportunity Analysis:

On 22 May 2021, Council released an Invitation to Tender ('ITT') to the open market via VendorPanel, in accordance with the tender process requirements set out in section 228 of the Local Government Regulation 2012.

The tender closed on 29 June 2021, with four (4) conforming submissions received.

The offers were evaluated by a panel of subject matter experts, based on the criteria disclosed in the ITT which included:

Objective Evaluation Criteria	Weighting
Proposed Program/Schedule meets GRC timing requirements	15%
Proposed Program/Schedule addresses GRC's defined requirements	15%
Offer demonstrates understanding of the scope and GRC's requirements	15%
Proposed resourcing addresses all aspects of the scope and GRC's requirements	10%
Nominated past projects performed meet GRC's experience requirements	10%
Proposed Key Personnel have the qualifications and experience required by GRC	10%
Price	10%
Local Content	15%

The offers were scored against the evaluation criteria as follows:

	Score (before Local Content)	Score (after Local Content)
VEC Civil Engineering Pty Ltd	60	67
ARK CONSTRUCTION GROUP PTY LTD	45	49
Davbridge Properties Pty Ltd T/A DavbridgeConstructions	40	42
NQ Civil Contractors Pty Ltd	29	31

The submission from VEC Civil Engineering Pty Ltd scored the highest overall, with a detailed conforming tender. VEC Civil Engineering Pty Ltd demonstrated an excellent level of detail and planning throughout the methodology and resourcing provisioning, along with providing quality projects of similar scale and nature.

VEC Civil Engineering Pty Ltd's construction program allows for construction of the bridges consecutively one after another, as this will ensure there is closure of only one bridge at a time during construction. The consecutive construction of the bridges will minimise impact to the local community. VEC Civil Engineering Pty Ltd acknowledged that they will work with Council to minimise impact to the local community and included adequate planning for consultation with the community.

The tender evaluation panel recommends the submission from VEC Civil Engineering Pty Ltd as it presents the best overall offer to Council.

Communication and Consultation:

Council's Communications team have prepared a communication engagement strategy in order to ensure the successful contractor follows Council's stakeholder engagement process. The successful contractor will work with Council to ensure heavy vehicles movements are restricted during school hours from 7:30am to 9:00 am and 2:00pm to 3:30pm.

Legal Strategy and Policy Implications:

Council sought offers via VendorPanel in accordance with the *Local Government Regulation 2012*, *Local Government Act 2009* and Council's Procurement Policy P-2018-12.

Council's endorsement of this tender award is in accordance with the Register of Delegations - Exercise of Statutory Powers and Financial Delegation Register.

The Officer's recommendation is based on the evaluation methodology and criteria in the ITT. There are risks associated with Council awarding a contract contrary to the officer's recommendation.

If Council is not satisfied with the evaluation methodology and criteria or the application thereof, Council may refer the matter back to officers for re-evaluation.

In the interests of probity, an amendment to the evaluation methodology and/or criteria may require referral back to tenderers so that they can each have the opportunity to make any changes to their offers having regard to the amended criteria prior to re-evaluation.

Financial and Resource Implications:

The offer made by VEC Civil Engineering Pty Ltd for \$2,238,829.53 ex GST (including provisional sum allowances) is within the existing allocated funds for this project of \$2,750,000 ex GST.

Summary:

VEC Civil Engineering Pty Ltd's offer was evaluated as presenting the best value to Council.

Anticipated Resolution Completion Date:

The contract will be awarded in September 2021.

Attachments:

1. CONFIDENTIAL 238-21 Offer Evaluation Report.

Tabled Items:

Nil.

Report Prepared by: Manager Contracts and Procurement.

G/4.3. 54-22 LIGHT COMMERCIAL VEHICLE REPLACEMENTS

Responsible Officer: General Manager Operations

Council Meeting Date: 21 September 2021

File Ref: PE1.1

Purpose:

This report seeks resolution from Council to enter into a contract with Reef City Motors Pty Ltd for the supply and delivery of twenty-nine (29) light commercial vehicles, as part of the 2021/22 Fleet Replacement Program.

Officer's Recommendation:

That Council:

1. Endorse the recommendation and accept the offer from Reef City Motors Pty Ltd for 54-22 Light Commercial Vehicle Replacements; and
2. Authorise the Chief Executive Officer to enter into a contract with Reef City Motors Pty Ltd for 54-22 Light Vehicle Replacements.

Background:

Council's 2021/22 Fleet Replacement Program consists of twenty-nine (29) light commercial vehicles that have reached or exceeded planned end of life.

In 2020, Council awarded a contract to Reef City Motors Pty Ltd for 106 Ford Rangers as part of the 2019/20 Fleet Replacement Program (resolution G/20/4357). All 106 vehicles were received during the 2020/21 financial year, with the last vehicle received in June 2021. The benefits of standardising the light commercial vehicle fleet continue to apply and include:

- the acquisition of common spare parts to be held in warehouses;
- driver familiarity; and
- workshop staff familiarisation with the vehicles, reducing reliance on dealerships for servicing.

Standardisation results in greater value for money and more effective use of Council resources by mitigating the following challenges experienced with fleet diversity:

- Significant variety of spare parts and tooling requirements;
- Vehicle familiarisation of workshop staff and operators;
- Discontinuity of vehicles available to support business units, during assigned vehicle maintenance;
- Weak OEM support, due to fleet diversity; and
- Additional expenses to carry common spare parts.

Options, Risk and Opportunity Analysis:

On 19 August 2021, Council approached Reef City Motors Pty Ltd directly with a Request for Proposal for the supply and delivery twenty-nine (29) Ford Rangers using Local Buy contract BUS233-1112 *Supply of Motor Vehicles*. Council made use of section 234 of the *Local Government Regulation 2012* which allows a

local government to enter into a contract for goods or services without first inviting quotes and tenders if the contract entered into is under an LGA arrangement.

The offer received, was assessed by Council's Fleet team and relevant operators as meeting requirements with regards to delivery timeframe, vehicle inclusions and price.

The offer from Reef City Motors Pty Ltd is recommended on the basis that it presents the best overall value offer to Council, with value for money established through the fleet standardisation benefits and volume related savings. The target completion date for delivery of the 29 vehicles is 30 April 2022.

Communication and Consultation:

Member of the fleet and workshops teams were consulted in addition to the relevant vehicle operators.

Legal Strategy and Policy Implications:

Council sought the offer via Local Buy in accordance with the *Local Government Act 2009*, *Local Government Regulation 2012* and Council's Procurement Policy P-2018-12, making use of Section 234 of the *Local Government Regulation 2012*, which states that:

A local government may enter into a contract for goods and services without first inviting written quotes or tenders if the contract is entered into under an LGA arrangement.

Council's endorsement of this contract award is in accordance with the Register of Delegations - Exercise of Statutory Powers and Financial Delegation Register.

Financial and Resource Implications:

The offer made by Reef City Motors Pty Ltd for \$1,592,265.76 ex GST is within the approved capital budget for 2021/22.

Summary:

Nil.

Anticipated Resolution Completion Date:

The contract will be awarded in September 2021.

Attachments:

Nil.

Tabled Items:

Nil.

Report Prepared by: Manager Contracts and Procurement.

G/4.4. SOLANDER AGENCIES PTY LTD - SPECIALISED SUPPLIER

Responsible Officer: General Manager Operations

Council Meeting Date: 21 September 2021

File Ref: PE1.1

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 exceptions to the requirement for written quotes or tenders. The use of this provision is sought in relation to bailiff services provided by Solander Agencies Pty Ltd trading as Action-Merc.

Officer's Recommendation:

That Council 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, Solander Agencies Pty Ltd trading as Action-Merc can be engaged as a specialised supplier.

Background:

Council requires bailiff services for legal documents associated with rates debt and legal recovery processes. Applications are lodged with the Gladstone Magistrates Court and the service of documents are unlimited geographically.

Options, Risk and Opportunity Analysis:

Solander Agencies Pty Ltd trading as Action-Merc ('Solander') is the only bailiff appointed by the Gladstone Magistrates Court. Whilst other bailiffs are available through the private sector, their service fees are not determined by the courts and therefore do not present value for money.

Solander are experienced with providing bailiff services for Council, in addition to services associated with the sale of properties resulting from unpaid rates.

Whilst appointed by the courts, bailiffs are not recognised as government agencies which would attract quote or tender exception under section 235(f) *government agency*.

Resolution supporting the engagement of Solander as a specialised supplier, will continue until such time as Solander are no longer the appointed bailiff for the Gladstone Magistrates Court, or Council's requirements change.

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 ex GST. Section 235 of the regulation does provide some exceptions, relevant to this report is section 235(b) which provides an exception where:

“The local government 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 estimated expenditure per annum is approximately \$20,000 ex GST.

Summary:

Nil.

Anticipated Resolution Completion Date:

N/A.

Attachments:

Nil.

Tabled Items:

Nil.

Report Prepared by: Manager Contracts and Procurement.

G/4.5. R JAMES ENTERTAINMENT - SOLE SUPPLIER

Responsible Officer: General Manager Operations

Council Meeting Date: 21 September 2021

File Ref: PE1.1

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 exceptions to the requirement for written quotes or tenders. The use of this provision is sought in relation to set and costume hire from R James Entertainment for the Charlie and the Chocolate Factory production.

Officer's Recommendation:

That Council resolves, in accordance with Section 235(a) of the Local Government Regulation 2012, that it is satisfied that R James Entertainment is the only supplier reasonably available to Council to provide set and costumes for the Charlie and the Chocolate Factory production.

Background:

Council requires set and costume hire for the Combined Schools Musical 'Charlie and the Chocolate Factory' in March of 2022. In addition to the provision of hire, construction and alterations will also be required from the service provider.

Options, Risk and Opportunity Analysis:

R James Entertainment specialise in set and costume hire. R James Entertainment has provided sets and costumes for many productions held throughout Central Queensland. Alternate set and costume hire companies are available and have previously been engaged for similar events, however R James Entertainment is the only service provider within proximity to Gladstone that can support set construction and alterations.

Based in Rockhampton, R James Entertainment is also within reasonable proximity to attend production meetings, liaison with the director and crew, as well attendance during the show period to maintain set integrity.

Due to the nature of this requirement, the sourcing of set and equipment from outside of the region does not present value to Council due to limitations with service provider accessibility before and during the production. R James Entertainment are therefore the only supplier reasonably available to Council for this service.

Communication and Consultation:

Nil.

Legal Strategy and Policy Implications:

It is a requirement of the *Local Government Regulation 2012* section 225 to invite written quotation or tenders where the supply of goods or services costs greater than \$15,000 ex GST. Section 235 of the regulation provides several exceptions to the requirement and relevant to this request is clause a) which states:

The local government resolves it is satisfied that there is only 1 supplier who is reasonably available.

Financial and Resource Implications:

The estimated expenditure for the Charlie and the Chocolate Factory production is approximately \$26,000 ex GST.

Summary:

Nil.

Anticipated Resolution Completion Date:

N/A.

Attachments:

Nil.

Tabled Items:

Nil.

Report Prepared by: Manager Contracts and Procurement

G/5. COUNCILLORS REPORT

G/5.1. DEVELOPING NORTHERN AUSTRALIA CONFERENCE

Responsible Officer: Chief Executive Officer

Council Meeting Date: 21 September 2021

File Ref: CM6.1 or CM7.1

Purpose:

Councillor Glenn Churchill and Economic Development Specialist Garry Scanlan to provide a report on attendance at the Developing Northern Australia Conference – Darwin & Virtually: 16-18 August 2021.

Councilor's Recommendation:

That Council receives the report from Councillor Glenn Churchill and Economic Development Specialist.

Conference Summary:

The annual Developing Northern Australia Conference (DNA) “Leading the Way in Developing Our Northern Regions” was scheduled to be held in Darwin 16-18 August 2021 with over 400 attendees from across Australia.

An hour before the Conference was to open the Northern Territory Government issued a Public Health Notice and called a snap 3-day lockdown to deal with a reported positive COVID case in the Northern Territory from an interstate traveller. The organisers of the DNA Conference were forced to suspend all in-person conference activities and transition the conference to a full virtual event. The conference organisers did an admirable job under trying circumstances to restructure the conference agenda and transition to a virtual event with no real notice.

Acknowledging the NT Government Public Health Notice and pending re-entry restrictions into Queensland, Councillor Churchill and ED Specialist Garry Scanlan returned to Gladstone at the earliest opportunity overnight on the 16th of August 2021.

The event proceeded virtually over the next 2 days with some disruption and unavailability of presenters. The Gladstone Regional Council presentation ‘Planning for a Transition Economy and Hydrogen Ecosystem Evolution in the Gladstone Region’ proceeded virtually in the afternoon of the second day of the conference co-presented by Councillor Churchill and ED Specialist Garry Scanlan from their respective residences in isolation.

A copy of the presentation is attached for the reference of Councillors.

Key Learnings:

Consistent with the Gladstone Region Council presentation there was a strong theme throughout the conference of a changing economy in Northern Australia on the back of innovation and the emergence of renewable energy in the agri-food, manufacturing, tourism, and lifestyle sector. As is customary at this conference there was also a strong focus on the challenges of delivering enabling infrastructure particularly in terms of water availability and security, digital connectivity, and supply chain reliability.

Whilst it was unfortunate not to get the full benefit of in-person attendance at the conference the content of the presentations highlighted and reinforced that the evolving economic and social transition is not restricted to the population centres of Australia but common to the remote communities of Northern Australia.

Financials:

Cr. Churchill costs: -

Registration Cost	\$1,488.90
Travel / Accommodation Cost	1,611.61
Sundries / Other	\$234.07
Total	\$3,334.58

Further expenses due to COVID Lockdown:

Travel / Accommodation Cost	\$179.00
Sundries / Other	
Total	\$179.00

Attachments:

1. Planning for a Transition Economy & Hydrogen Ecosystem Evolution in the Gladstone Region

Tabled Items:

Nil.

Report Prepared by: Cr Glenn Churchill and Economic Development Specialist

G/6. URGENT BUSINESS

Nil.

G/7. NOTICE OF MOTION

Nil.

G/8. CONFIDENTIAL ITEMS

Nil.