



Burdekin Shire Council

# **MINUTES**

## **ORDINARY COUNCIL MEETING**

**HELD AT COUNCIL ADMINISTRATION BUILDING,  
145 YOUNG STREET, AYR**

**on 11 October 2022**

**COMMENCING AT 9:00 AM**

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## **ORDER OF BUSINESS:**

### **1. ATTENDANCE**

Councillor Lyn McLaughlin, Councillor Sue Perry, Councillor Kaylee Boccalatte, Councillor Michael Detenon, Councillor John Furnell, Councillor Max Musumeci

Mr. T. Brennan - Chief Executive Officer

Mr. N. O'Connor - Director Corporate and Community Services

Mr. D. Mulcahy - Manager Environmental and Health Services

Apologies - Councillor John Bonanno

- Mr. N. Wellwood - Director of Infrastructure Planning and Environment

Minutes Clerk - Mrs. S. Iturriaga

### **2. PRAYER**

The meeting prayer was delivered by Pastor Gavin Henderson of the Presbyterian Church.

### **3. DECLARATIONS OF INTEREST**

### **4. MINUTES AND BUSINESS ARISING**

#### **4.1. Ordinary Council Meeting Minutes - 27 September 2022**

#### **Recommendation**

That the minutes of the Ordinary Council Meeting held on 27 September 2022 be received as a true and correct record.

#### **Resolution**

Moved Councillor Musumeci, seconded Councillor Furnell that the recommendation be adopted.

CARRIED

### **5. EXECUTIVE**

#### **5.1. CEO**

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## **5.2. ECONOMIC DEVELOPMENT**

## **6. CORPORATE AND COMMUNITY SERVICES**

### **6.1. CLIENT SERVICES**

#### **6.1.1. Appointment of Consultant - Technology One CI to CiA Transition**

##### **Executive Summary**

Council has approved \$130,000.00 in the 2022/23 Budget to employ a business analyst to assist with the transition of several of Council's core Technology One ICT modules from the existing Connected Intelligence (Ci) operating environment to the Connected Intelligence Anywhere (CiA) environment. It is anticipated that the business analyst would be employed for a period of up to 24 months.

Council has also approved funds for the engagement of a suitably qualified consultant to assist with preliminary analysis and data cleansing to prepare Council's assets system for the approved transition from Ci and CiA.

Council recently advertised for the business analyst role, however was unsuccessful in securing a suitably qualified person to fill the temporary role.

Staff have successfully engaged a suitably qualified consultant (Axios Consulting) to undertake the analysis and data cleansing required as a preliminary phase for the Asset module transition from Ci to CiA.

This report seeks Council's consideration and subsequent approval to appoint Axios Consulting to undertake the business analyst duties required to ensure a seamless transition of Technology One, in addition to the work already commenced on the asset analysis and data cleansing preliminary phase.

As the total value of the proposed contract with Axios Consulting is forecast to exceed legislative tendering thresholds, this report also seeks Council's approval to rely on an exception to legislative provisions which would ordinarily require written tenders to be invited.

##### **Recommendation**

That Council:

(a) Notes the content of this report; and

(b) Acknowledges the estimated total value of the proposed contract with Axios Consulting over an estimated 24 month period) is categorised as a large-sized contractual arrangement as defined by Section 224(3) of the *Local Government Regulation 2012* and as such, generally, written tenders are required to be invited prior to entering into a large-sized contract; and

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(c) Agrees, that in accordance with Section 235 (b) of the *Local Government Regulation 2012* the services to be provided by Axios Consulting are of a specialised nature, and as such it would be impractical or disadvantageous for Council to invite written tenders; and

(d) Agrees to enter into a contract with Axios Consulting for consulting services to provide business analyst and asset data and process review services as part of the transition of Council's core Technology One modules from the Connected Intelligence (Ci) to the Connected Intelligence Anywhere (CiA) environment.

### **Resolution**

Moved Councillor Perry, seconded Councillor Detenon that the recommendation be adopted.

CARRIED

## **6.2. COMMUNITY DEVELOPMENT**

## **6.3. FINANCIAL AND ADMINISTRATIVE SERVICES**

## **6.4. GOVERNANCE**

## **7. INFRASTRUCTURE, PLANNING AND ENVIRONMENTAL SERVICES**

### **7.1. ENVIRONMENTAL AND HEALTH SERVICES**

### **7.2. OPERATIONS**

#### **7.2.1. Report to Council – Tender submissions received for ACL/20/001 Pre-Qualified Suppliers for Hire of Wet and Dry Plant and Equipment – Refresh Two and ACL/20/002 Traffic Control Providers – Refresh Two**

**File Reference** 351 and 352

**Report Author:** Rachael Devescovi, Accounts Payable Officer

**Authoriser:** Dan Mulcahy, Manager Environmental and Health Services

**Meeting Date:** 11 October 2022

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### **Link to Corporate/Operational Plan:**

Burdekin Shire Council Corporate Plan 2022-2027

5.2.2: Responsibly manage Council's financial position to ensure sustainability.

5.2.3: Implement effective governance frameworks.

5.2.4: Undertake regulatory responsibilities in accordance with legislative obligations.

### **Executive Summary**

Submissions for Approved Contractors List ACL/20/001 – Request for Pre-Qualified Suppliers for Hire of Wet and Dry Plant and Equipment – Refresh Two and ACL/20/002 – Request for Pre-Qualified Suppliers for Traffic Control Providers (including equipment) – Refresh Two closed at 2.00pm on the 2 September 2022.

Council received 24 applications for Hire of Wet and Dry Plant and Equipment, 12 new and 12 existing (adding plant or updating rates). Of the 12 new applications, six (6) applications were deemed non-conforming due to insufficient documentation being supplied with the application or not being a registered company. From the six (6) conforming applications two (2) were from local suppliers.

Council received eight (8) applications for Traffic Control Providers by the nominated closing time. Of these one (1) was declined as it was submitted to Traffic Control in error, one (1) was a conforming application, five (5) were already approved contractors with an update to rates only and one (1) supplied only an updated insurance certificate.

### **Recommendation**

That Council accepts the conforming tenders received for Refresh Two – ACL/20/001 – Request for Pre-Qualified Suppliers for Hire of Wet and Dry Plant and Equipment and ACL/20/002 – Request for Pre-Qualified Suppliers for Traffic Control Providers (including equipment) as per the attached listing for the period up to and including 30 September 2023.

### **Background**

Council may establish a register of pre-qualified suppliers under the provisions of the *Local Government Regulations 2012*, Division 3 Section 232.

This section applies to a medium-sized contractual arrangement or large-sized contractual arrangement for services.

A local government may enter into the contract without first inviting written quotes or tenders if the contract is made with a person who is on an approved contractor list.

A ***Pre-Qualified Supplier Listing*** is a list of persons who the local government considers to be appropriately qualified to provide to services.

The local government must put together the Pre-Qualified Suppliers list by:

- (a) inviting expressions of interest from suitably qualified persons, by an advertisement in a newspaper that circulates generally in the local government area; and
  - (b) allowing expressions of interest to be given to the local government for at least 21 days after the invitation is advertised; and
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- (c) choosing persons for the approved contractor list on the basis of the sound contracting principles.

This is in line with Council's Procurement Policy 2022/2023.

### Consultation

Applications for the above, closing at 2:00pm on 2 September 2022 were advertised in the Burdekin Local News, Thursday 11 August 2022 and Townsville Bulletin, Saturday 13 August 2022 and on Burdekin Shire Council's website for three (3) weeks and two days from Wednesday 10 August 2022. Previously registered suppliers on Vendor Panel were sent an email advising of the tender being released.

A non-mandatory meeting for prospective applicants was scheduled on Tuesday 23 August 2022 at 5.30pm to explain the mandatory requirement to lodge offers electronically via Vendor Panel tendering platform and to have any queries in relation to the tender documentation clarified.

No RSVPs were received from prospective tenderers so the meeting was cancelled.

### Budget & Resource Implications

The attached listing is utilised in the delivery of the budgeted Capital and Maintenance programs.

<b>ACL/20/001 - REFRESH 2 - VP 320298</b>	<b>Response Number</b>	<b>Notes</b>
AME HIRE PTY LTD	VPR544231	NEW
BROOKS HIRE SERVICE PTY LTD	VPR550197	NEW
DANELLOS EXCAVATIONS PTY LTD	VPR550371	ADDITIONAL PLANT & REVISED RATES
DWYER AVIATION SERVICES	VPR547872	ADDITIONAL PLANT
EJ GRADER HIRE SERVICES PTY LTD	VPR550315	NEW
FARRELLS CIVIL CONTRACTING PTY LTD	VPR550573	NEW
FLEXIHIRE PTY LTD	VPR549485	REVISED RATES
G.&G. MARKWELL PTY LTD	VPR550631	REVISED RATES
HERCULES HEAVY DIESEL PTY LTD	VPR544181	NEW
JOE CARUSO CONSTRUCTION	VPR549777	NEW
LAYMAC EXCAVATIONS PTY LTD	VPR550427	ADDITIONAL PLANT
M & J S HAULAGE	VPR544445	NEW
METALRIG PTY LTD	VPR549646	NEW
PAMELLE PTY LTD	VPR549709	REVISED RATES
ROBINSON CIVIL GROUP	VPR550458	REVISED RATES
ROBS TREE SOLUTIONS	VPR549619	ADDITIONAL PLANT
SHERRIN RENTALS PTY LTD	VPR550333	REVISED RATES
STICKEM UP HIRE	VPR549074	NEW
TFH HIRE SERVICES	VPR548702	REVISED RATES

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THE MINING PTY LTD	VPR545906	REVISED RATES
TROPICAL AQUA BLASTING	VPR550256	ADDITIONAL PLANT
TROPICAL MULCH	VPR547268	NEW
TRUENORTH EQUIPMENT HIRE	VPR550575	NEW
UA SERVICES	VPR549278	NEW
<b>ACL/20/002 - REFRESH 2 VP320296</b>	<b>Response Number</b>	<b>Notes</b>
ALTUS TRAFFIC PTY LTD	VPR545272	REVISED RATE ONLY
EAST COAST TRAFFIC CONTROL PTY LTD	VPR549408	NEW
EVOLUTION TRAFFIC MANAGEMENT PTY LTD	VPR550473	REVISED RATE ONLY
NSEW TRAFFIC SOLUTIONS PTY LTD	VPR550407	REVISED RATE ONLY
TRAFFIC GROUP AUSTRALIA	VPR548839	REVISED RATE ONLY
TRAFFIC QLD & NSW	VPR549697	INSURANCE UPDATE SUPPLIED ONLY
TRAFFIC SERVICES PTY LTD	VPR550072	REVISED RATE ONLY

### Legal Authority & Implications

*Local Government Regulations 2012*

Chapter 6 Contracting

Division 3: Exceptions for medium-sized and large-sized contractual arrangements

Section 231 - Exception for register of pre-qualified suppliers

Burdekin Shire Council Procurement Policy 2022/2023.

### Policy Implications

The establishment of a Register of Pre-qualified Suppliers is consistent with the Burdekin Shire Council Procurement Policy 2022/2023 as follows:

The Burdekin Shire Council Procurement Policy states Council officers must have regard to the following sound contracting principles in all purchasing and disposal activities:

- (a) Value for money
  - (b) Open and effective competition
  - (c) The development of competitive local business and industry
  - (d) Environmental protection
  - (e) Ethical behaviour and fair dealing
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**Risk Implications (Strategic, Operational, Project Risks)**

Not Applicable.

**Resolution**

Moved Councillor Detenon, seconded Councillor Perry that the recommendation be adopted.

CARRIED

**7.3. PLANNING AND DEVELOPMENT****7.4. TECHNICAL SERVICES****8. NOTICE OF MOTION****9. RECEIPT OF PETITIONS****10. CORRESPONDENCE FOR INFORMATION****11. GENERAL BUSINESS****11.1. Approval Leave of Absence - Councillor Musumeci**

Councillor Musumeci requested approval for leave of absence from 12 to 18 October 2022.

**Resolution**

Moved Councillor Perry, seconded Councillor Detenon that the recommendation be adopted.

CARRIED

**12. CLOSED BUSINESS ITEMS**

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### **13. DELEGATION**

There being no further business the meeting closed at 10.00am.

**These minutes were confirmed by Council at the Ordinary Council Meeting held on 25 October 2022.**

**MAYOR**

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