

MEMBERS OF CEO PERFORMANCE REVIEW COMMITTEE

Mayor L Stephens, Deputy Mayor Cr K Jackson and
Crs A Zubrinich (Chair) and L Peters

Council Officers

Peter Ackland, Chief Executive Officer
Kate Carmody, Executive Assistant (Minutes)

Invited Guest

Deirdre Albrighton, Albrighton Consulting



Notice is hereby given that a **CEO Performance Review Committee Meeting** will be held on **Wednesday, 10 July 2024 at 4.30pm** in the Mayor's Office, 115 Ellen Street, Port Pirie.

Peter Ackland
CHIEF EXECUTIVE OFFICER
5 July 2024

A G E N D A

ACKNOWLEDGEMENT

We acknowledge and respect the traditional custodians whose ancestral lands we are meeting upon here today.

We pay tribute to those who have served and continue to serve this great country, we pay tribute to our first responders and recognise the multicultural community that makes this region so unique.

1.0 ATTENDANCE:

- 1.1 Present
- 1.2 Apologies
- 1.3 Leave of Absence
- 1.4 Non-Attendance

2.0 CONFIRMATION OF MINUTES:

- 2.1 CEO Performance Review Committee Special Meeting 12 June 2024

MOVED

SECONDED

That the Minutes of the CEO Performance Review Committee Special meeting held on 12 June 2024 be received and confirmed.

3.0 MATTERS ARISING FROM MINUTES:

4.0 DECLARATION OF INTERESTS:

5.0 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY:

- 5.1 Chief Executive Officer Performance Review Process Pursuant to Section 90(3)(a)

MOVED

SECONDED

Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of P Ackland, Chief Executive Officer; K Carmody, Executive Assistant and Deirdre Albrighton, Albrighton Consulting be excluded from attendance at that



5.0 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY: (Cont'd)

5.1 Chief Executive Officer Performance Review Process (Cont'd)

Pursuant to Section 90(3)(a) (Cont'd)

part of this meeting relating to Agenda Item 5.1 Chief Executive Officer Performance Review Process to enable the Committee to consider Item 5.1 in confidence on the basis the Committee considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information relating to Item 5.1:

- **information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable**

being information relating to the Chief Executive Officer, which is sensitive as details of his performance will be discussed.

Accordingly, on this basis, the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

Section 91(7) Order

MOVED

SECONDED

Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the agenda reports, attachments, discussion and minutes relating to Agenda Item 5.1 Chief Executive Officer Performance Review Process shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Sections 90(2) and (3)(a) of the Act on the grounds that the documents relate to information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable, being information relating to the Chief Executive Officer which is sensitive as details of his performance will be discussed.

This order shall operate for a period of six (6) months or until the process has been finalised.

Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.

6.0 NEXT MEETING:

7.0 CLOSURE:



Our Organisation – Our Values

Every Port Pirie Regional Council employee carries the responsibility of working towards achieving a continuing, measurable improvement in our workplace culture.

This will be achieved through upholding Port Pirie Regional Council values by:

Doing the Right Thing

Accountability

Council acts on behalf of the communities of Port Pirie Regional Council and accepts accountability for its decisions and actions.

Honesty, Integrity and Transparency

Council will strive to be valued and trusted by the community through its actions and open and honest communication.

Ethical Behaviour and Good Governance

Council values ethical conduct and employs principles of good governance

Deliver Services that Meet the Needs of our Community

Service Delivery Excellence

Council will ensure that its services meet quality, cost and efficiency standards; are accessible and are responsive to the needs of the community.

Together we Achieve More

Team Work and Professionalism

Council values a cohesive team approach with the administration and elected members working together to lead the region forward with appropriate skills, knowledge and experience.

Inclusivity

Council acts on behalf of all residents and ratepayers. We value the community and will treat all people with dignity, respect and equity.

MINUTES OF THE CEO PERFORMANCE REVIEW COMMITTEE SPECIAL MEETING HELD ON WEDNESDAY 12 JUNE 2024 AT 5.04PM IN THE MAYOR'S OFFICE, 115 ELLEN STREET, PORT PIRIE.



1.0 ACKNOWLEDGEMENT

We acknowledge and respect the traditional custodians whose ancestral lands we are meeting upon here today.

We pay tribute to those who have served and continue to serve this great country, we pay tribute to our first responders and recognise the multicultural community that makes this region so unique.

2.0 PRESENT: Cr A Zubrinich (Chairperson), Deputy Mayor Cr K Jackson and Cr L Peters

Kate Carmody, Executive Assistant (Minutes)

3.0 APOLOGIES: His Worship the Mayor L Stephens

4.0 CONFIRMATION OF MINUTES:

4.1 CEO Performance Review Committee Meeting 13 March 2024

MOVED Cr Jackson

SECONDED Cr Peters

CE9/24 That the Minutes of the CEO Performance Review Committee meeting held on 13 March 2024 be received and confirmed.

CARRIED

5.0 MATTERS ARISING FROM MINUTES: Nil

6.0 DECLARATION OF INTERESTS: Nil

7.0 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY:

7.1 Chief Executive Officer Performance Review Process Consultant for 2023/24, 2024/25, 2025/26 and 2026/27

Pursuant to Section 90(3)(k)

MOVED Cr Peters

SECONDED Cr Jackson

CE10/24 Pursuant to Section 90(2) and (3)(k) of the Local Government Act 1999 the Committee orders that all members of the public with the exception of K Carmody, Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 7.1 Chief Executive Officer Performance Review Process Consultant for 2023/24, 2024/25, 2025/26 and 2026/27 to enable the Committee to consider Item 7.1 in confidence on the basis the Committee considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons noted above) in order to receive, discuss or consider in confidence the following information or matter relating to Item 7.1 which relates to tenders for the provision of services being to assist the Committee with the CEO's annual performance review process.

Accordingly, on this basis, the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

CARRIED

- 7.0 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY: (Cont'd)
- 7.1 Chief Executive Officer Performance Review Process Consultant for 2023/24, 2024/25, 2025/26 and 2026/27 (Cont'd)
- MOVED Cr Jackson SECONDED Cr Peters**
- CE11/24** That the CEO Performance Review Committee recommend to Council the appointment of Albrighton Consulting & Training Services as the consultant to assist with the performance review process for the Chief Executive Officer for 2023/24, 2024/25, 2025/26 and 2026/27.
- CARRIED**
- Section 91(7) Order
- MOVED Cr Peters SECONDED Cr Jackson**
- CE12/24** Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the agenda reports, related attachments, discussion and minutes relating to Agenda Item 7.1 Chief Executive Officer Performance Review Process Consultant for 2023/24, 2024/25, 2025/26 and 2026/27 shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Sections 90(2) and (3)(k) of the Act on the grounds that the documents relate to tenders for the provision of services being to assist the Committee with the CEO's annual performance review process.
- This order shall operate for a period of six (6) months or until the execution of an agreement.
- Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.
- CARRIED**
- 8.0 OTHER BUSINESS: Nil
- 9.0 NEXT MEETING: 10 July 2024 at 5.00pm
- 10.0 CLOSURE: 5.18pm

CHAIR

**MINUTES OF THE CEO PERFORMANCE REVIEW COMMITTEE MEETING
HELD ON WEDNESDAY 10 JULY 2024 AT 4.39PM IN THE COUNCIL
CHAMBERS, PORT PIRIE REGIONAL COUNCIL ADMINISTRATION
CENTRE, 115 ELLEN STREET, PORT PIRIE.**



ACKNOWLEDGEMENT

We acknowledge and respect the traditional custodians whose ancestral lands we are meeting upon here today.

We pay tribute to those who have served and continue to serve this great country, we pay tribute to our first responders and recognise the multicultural community that makes this region so unique.

1.0 ATTENDANCE:

1.1 Present

His Worship the Mayor L Stephens, Cr A Zubrinich (Chairperson), Deputy Mayor Cr K Jackson and Cr L Peters

Kate Carmody, Executive Assistant (Minutes)

1.2 Apologies

Nil

1.3 Leave of Absence

Nil

1.4 Non-Attendance

Nil

2.0 CONFIRMATION OF MINUTES:

4.1 CEO Performance Review Committee Meeting 12 June 2024

MOVED Cr Peters SECONDED Cr Jackson

**CE13/24 That the Minutes of the CEO Performance Review Committee
Special meeting held on 12 June 2024 be received and confirmed.
CARRIED**

3.0 MATTERS ARISING FROM MINUTES: Nil

4.0 DECLARATION OF INTERESTS: Nil

5.0 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY:

5.1 Chief Executive Officer Performance Review Process

Pursuant to Section 90(3)(a)

MOVED Mayor Stephens SECONDED Cr Peters

CE14/24

Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of K Carmody, Executive Assistant and Deirdre Albrighton, Albrighton Consulting be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Chief Executive Officer Performance Review Process to enable the Committee to consider Item 5.1 in confidence on the basis the Committee considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information relating to Item 5.1:

5.0 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY: (Cont'd)

5.1 Chief Executive Officer Performance Review Process (Cont'd)
Pursuant to Section 90(3)(a) (Cont'd)

- **information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable**

being information relating to the Chief Executive Officer, which is sensitive as details of his performance will be discussed.

Accordingly, on this basis, the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

CARRIED

Deirdre Albrighton, Albrighton Consulting joined the meeting.

Deirdre provided an overview of the Chief Executive Officer performance review process and with the Committee discussed the timing of the process.

Mayor Stephens left the meeting at 5.01pm and returned at 5.03pm.

Deirdre will aim to issue the survey on Friday this week or Monday next week at the latest.

Survey to be open for two weeks.

Deirdre will issue the report to the Committee by Monday 19 August 2024.

The Committee will meet with Deirdre to discuss the report on Tuesday, 20 August at 5.30pm.

The Committee will aim to take the report to the August Ordinary meeting for Council to consider.

A meeting will be scheduled with the Chief Executive Officer for the Mayor and Deirdre to discuss the report with him.

Section 91(7) Order

MOVED Cr Peters

SECONDED Mayor Stephens

CE15/24

Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the agenda reports, attachments, discussion and minutes relating to Agenda Item 5.1 Chief Executive Officer Performance Review Process shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Sections 90(2) and (3)(a) of the Act on the grounds that the documents relate to information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable, being information relating to the Chief Executive Officer which is sensitive as details of his performance will be discussed.

This order shall operate for a period of six (6) months or until the process has been finalised.

- 5.0 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY: (Cont'd)
- 5.1 Chief Executive Officer Performance Review Process (Cont'd)
Section 91(7) Order (Cont'd)
Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.
CARRIED
- 6.0 NEXT MEETING: 20 August 2024 at 5.30pm
- 7.0 CLOSURE: 5.35pm

CHAIR

16.2 SOUTH WEST DRAINAGE SCHEME - UPDATE**Author:** Peter Ackland, Chief Executive Officer

Timeframe:	Ongoing			
Budget Impact:	Yet to be determined – see body of report			
Risk Assessment:	Primary Risk Type(s):		Financial	
	Inherent Risk:	Likelihood	Consequence	Rating
		Possible	Moderate	Medium
	Controls:	<ul style="list-style-type: none"> Engage Professional Services and legal advice Continued provision of information to the land owners and government as appropriate Clarity regarding the responsibility of all parties 		
	Residual Risk:	Possible	Minor	Low

STRATEGIC REFERENCE:	
Theme	Our Lifestyle
Goal	Infrastructure
Strategy 3.2.3	Council provided assets are fit for purpose, proactively maintained and renewal recognises future demand.

RECOMMENDATION
That Council receive and note the report.

EXECUTIVE SUMMARY
<p>Council Officers have been negotiating with the two principle land owners in relation to the potential residential expansion in the area generally to the south of Port Pirie.</p> <p>At its Meeting held 22 May 2024, Council resolved amongst other things to authorise the Chief Executive to secure the portion of Lot 100 required for the expansion of the South West Drainage Scheme overflow through any of the following options:</p> <ul style="list-style-type: none"> by way of purchase of the required land portion, or by securing an easement over the required land portion <p>This report provides an update on that matter.</p>

CONSULTATION UNDERTAKEN
Executive Management Team, new owner of Lot 100 Port Davis Road

DISCUSSION

At its meeting held 22 May 2024, Council received and considered a confidential report regarding Lot 100 Port Davis Road, being the former Paint Ball Site, portion of which Council has previously

secured an easement right over for drainage purposes. The following resolution OM190/24 was passed:

That Council note that Lot 100 Port Davis Road was under contract for sale prior to Council being able to submit an offer to purchase.

That Council reiterate its resolution OM154/24 in its entirety, noting its preferred option remains to purchase Lot 100 Port Davis Road.

Further, that given the impending sale of Lot 100 Port Davis Road to another, and in the event that the purchase of Lot 100 Port Davis Road by Council cannot be achieved, Council authorise the Chief Executive Officer to secure the portion of Lot 100 required for the expansion of the South West Drainage Scheme overflow through any of the following options:

- *by way of purchase of the required land portion, or*
- *by securing an easement over the required land portion.*

That the Chief Executive Officer be authorised to negotiate the most beneficial outcome for Council required by the resolution, in consultation with the Mayor.

Further, that the Chief Executive Officer be authorised to determine the purchase price attributed to any authorised option to a maximum price of \$265,000 for the purchase of the whole of Lot 100, in consultation with the Mayor.

Subject to being able to secure the land (or portion as the case may be), the Chief Executive Officer be authorised to create the land parcel required for the expanded outflow either by way of easement or division of land.

That pursuant to section 193(4) of the Local Government Act 1999, Council resolve that the land to be acquired as a result of this resolution not be classified as community land.

That the Chief Executive Officer be authorised to sign all documentation necessary to give effect to this resolution.

Following several attempts to contact the new owner, who resides remote from the region, discussions were held regarding:

- his intended use of the land,
- details of Councils intention in securing the current easement on the northern boundary of his property and the adjoining land occupied by Heidrich's landscaping and nursery business,
- seeking options for Council to purchase the entire parcel of land, noting this is Councils preferred option.

As a result, the owner has agreed to consider granting another easement generally to the south of the existing paint ball skirmish area, with discussions including the possibility that the new easement to be wider than the current one to allow for gentler batters in return for Council agreeing to extinguish the current easement (see attachment 1 for general representation). The proposed new easement location is more directly aligned to the proposed drainage reserve on the eastern side of Port Davis Road making the transition under Port Davis Road more direct than if the existing easement was used.

At the time of writing this report, the indications from the owner is this is a more favourable position for him, as it is for Council, however no firm details of actual size and location or cost (if any) for the larger sized easement have been finalised. It is hoped to be in a position to provide a verbal update at the meeting.

Council owns the land to the western boundary of Lot 100, as a native vegetation offset, meaning Council can theoretically create a drainage channel through this land to join up to the remaining outflow easement further to the west (refer attachment 2).

Initial discussions with Senior Management have also include the option to possibly discharge water to the Council land to the west of Lot 100 as an additional holding point for the overall drainage system, which will be further explored with engineers at the appropriate time.

ATTACHMENTS

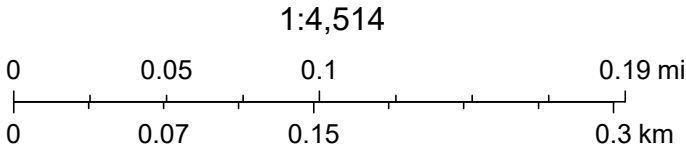
- 1. Lot 100 Port Davis Road - Attachment 1 - Confidential**
- 2. Lot 100 Port Davis Road - Attachment 2 - Confidential**

ArcGIS Web Map



7/17/2024, 2:08:22 PM

 Property Details



Esri, HERE, Garmin, NGA, USGS

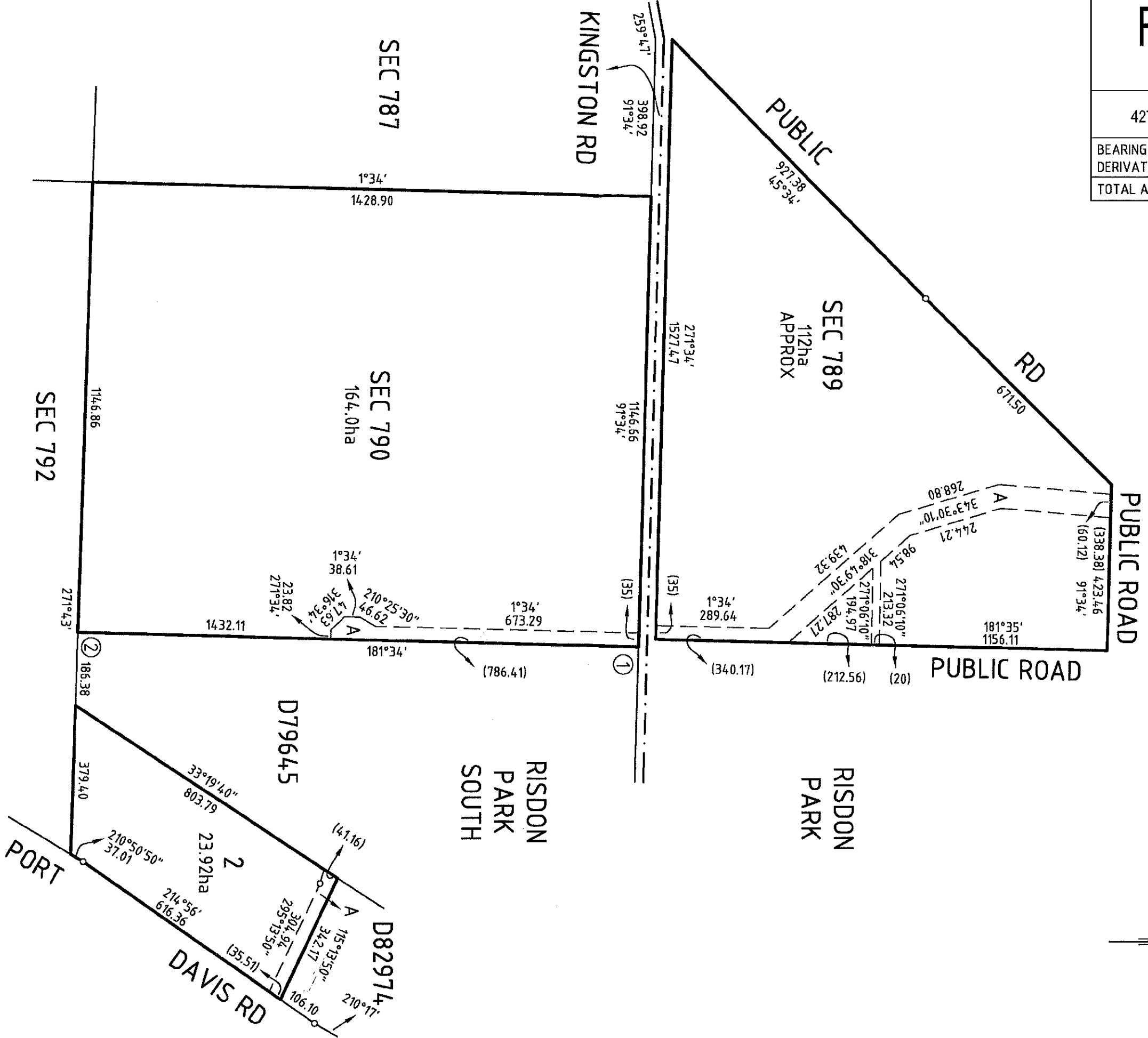
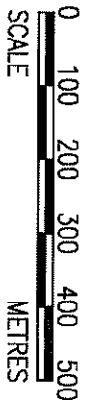
FX59024

SHEET 2 OF 2

42766_pland_1_V02_Version_4

BEARING DATUM: (1) - (2) 181°34'
DERIVATION: F50858 ADOPTED

TOTAL AREA:



MoselSteed
Kadina
6 Graves Street SA 5554
Ph: 08 8821 3544
Fax: 08 8821 2593
info@moselsteed.com.au
moselsteed.com.au
ACN 144 516 398
REFERENCE: K12201MGAF1.1 10/7/14 TFM, CML

16.4 RFT FOR CONTRACT 2024/145 SUPPLY AND DELIVERY OF THREE (3) SUV VEHICLES

Author: Kathryn Johnson, Director Infrastructure

File Reference: 2024.2996

Timeframe:	2024/2025 Financial Year			
Budget Impact:	\$115,000.00 (excluding GST)			
Risk Assessment:	Primary Risk Type(s):		Service Delivery	
	Inherent Risk:	Likelihood	Consequence	Rating
		Possible	Moderate	Medium
	Controls:	▪ Replace Vehicles as per recommendation		
	Residual Risk:	Unlikely	Minor	Low

STRATEGIC REFERENCE:	
Theme	Our Lifestyle
Goal	Infrastructure
Strategy 3.2.3	Council provided assets are fit for purpose, proactively maintained and renewal recognises future demand.

RECOMMENDATION	
That Council:	
<ul style="list-style-type: none"> ▪ amend the resolution from the Ordinary Meeting of Council OM233/24 item 16.8 concerning RFT 2024/145 Supply and Delivery of 3 SUV Vehicles to reflect a new contract value of up to \$115,000.00 excluding GST for the supply of three (3) SUV Vehicles from Spencer Motors Pty Ltd for Mitsubishi Pajero Sports 7 Sear GLS Deluxe Wagon My24 2.4L Diesel 4X4; and ▪ provide the Chief Executive Officer with delegation to approve variations up to 5% of the contract value to allow for variance in trade in costs. 	

EXECUTIVE SUMMARY
Council has allocated \$124,000 (ex GST) in its 2023/24 Capital Budget for the replacement of 3 private use vehicles (Mayor, CEO and Director Corporate & Community).

DISCUSSION

Council has allocated funds in its 2023/24 Capital Replacement Budget for the replacement of 3 executive vehicles that are used for both Council related activities and private use.

Vehicles required to be replaced:

- Nissan X-Trail S390BZA – Mayor
- Holden Acadia S381BZA – CEO
- Holden Acadia S797BZA – Director Corporate & Community

After the resolution had been put forward to Council and endorsed at last month's Ordinary Meeting of Council, it was found that the recommendation of awarding a contract value of up to \$110,000 ex GST was insufficient to allow for the contract/ sale to be executed. This issue was due to a misinterpretation of GST value on the traded in values with regards to the way figures were calculated against the quoted price. The GST was factored in incorrectly from the trade-in pricing against the new vehicle totals which the overall contract cost did not align to the recommendation.

A figure of up to \$115,000.00 exc. GST is required to be readopted which will allow for the original supplier quotes, dealer delivery, on road costs and possible slight variation in trade-in pricing due to kilometers travelled as reported.

BUDGET AND TIMING

Total funding of just over \$124,000 has been allocated in the 2023/24 Capital Works Budget. This proposed scope of works to be funded from this budget is as follows:

Replacement Of:

- Nissan X-Trail S390BZA – Mayor
- Holden Acadia S381BZA – CEO
- Holden Acadia S797BZA – Director Corporate & Community

Should Council agree to the adjusted recommendation, a purchase order will be placed with Spencer Motors Pty Ltd for the purchase of all 3 vehicles with the first in colour silver expected to be delivered in early August and the other two expected late August/Early September.

PREVIOUS REPORTS

OM233/24 item 16.8 RFT for Contract 2024/145 – Supply and Delivery of 3 SUV Vehicles

ATTACHMENTS

Nil

16.5 RFT FOR CONTRACT 132 2023/24 TRUCK REPLACEMENT PROGRAM**Author:** Kathryn Johnson, Director Infrastructure**File Reference:** 2024.2011

Timeframe:	2024/2025 Financial Year			
Budget Impact:	\$425,000.00 (inc. GST)			
Risk Assessment:	Primary Risk Type(s):		Service Delivery	
	Inherent Risk:	Likelihood	Consequence	Rating
		Possible	Moderate	Medium
	Controls:	▪ Replace Vehicles as per recommendation		
	Residual Risk:	Unlikely	Minor	Low

STRATEGIC REFERENCE:	
Theme	Our Lifestyle
Goal	Infrastructure
Strategy 3.2.3	Council provided assets are fit for purpose, proactively maintained and renewal recognises future demand.

RECOMMENDATION	
That Council:	<ul style="list-style-type: none"> ▪ award a contract to Northeast Isuzu for the supply and delivery of four (4) trucks in accordance with the documents submitted via VendorPanel (LGA Procurement) in the response to Request for Tenders for Contract 132 2023/24 Truck Replacement Program for a value up to \$425,000.00 (inc. GST); and ▪ provide the Chief Executive Officer with delegation to approve variations up to of 10% of the contract value to allow for variance in trade in cost, fees and tray construction costs.

EXECUTIVE SUMMARY
Council has allocated \$948,078 (ex GST) in its 2024/25 Capital Budget from carry overs for the replacement of trucks.

DISCUSSION

Council has allocated \$948,078 (ex GST) in its 2024/25 Capital Budget from carry overs for the replacement of trucks.

PROPOSED WORKS

Replacement of four (4) trucks including the trade in of existing plant due for replacement as part of the 10 year replacement program.

Trucks to be replaced are as follows:

- P1232 Mitsubishi Canter 8.2t tipper
- P1234 Hino 300 4.5t
- P1258 Hino 500 tipper 8.5t
- P1341 Hino 500 15.1t tipper (this truck is due for renewal however is in better condition than P1257 (Mitsubishi Fighter 15t tipper) that is used at the Waste Transfer Station for shed load out. P1257 tipper is to be traded in place of P1341 and this truck will take the place of P1257 as the shed load out truck at the Waste Transfer Station)

TENDER ASSESSMENT

Request for Tender documentation was sent via VendorPanel (LGA Procurement) to three companies known as specialists in the supply and maintenance of trucks.

At the closing time of tenders of 5:00pm 24th May 2024, tender submissions were received as follows:

Tenderer	Tendered Price \$ (inc. GST)
CMI Truck Centre Adelaide	\$434,307.43 total change over including trade in value. On road costs extra.
Northeast Isuzu Adelaide	\$416,860.55 total change over including trade in value. On road costs are extra
Daimler Truck Australia Pacific	No response

Tenderers were invited on a Lump Sum basis, which means that the successful tenderer will be paid for actual works completed on the rates provided in their tender. However, for the purpose of this report to Council, only the expected value of the contract is provided.

QUALITATIVE ASSESSMENT

Tenders received have been assessed against the criteria as set out below:

Works Health & Safety and Risk Management.	10%
Compliant with required specification	20%
Availability/Delivery time frame	20%
Value Added Services and Improvement & Innovation	10%
Warranty	10%
Price	30%
TOTAL	100%

The tenders were evaluated by Matthew Seidel, Peter Lock, Allan Henderson, Garry Taylor and Richard Krahnert.

A summary of the tender assessment is contained in the tables on the following pages as

- The tender summary; and
- The tender scoring matrix

QUOTE CLARIFICATIONS SOUGHT

Clarification was sought through VendorPanel to confirm if Isuzu would honor their pricing in the scenario that each truck was awarded separately, in the scenario that council could attain a better offer to award a contract to multiple suppliers. As Isuzu stated in their submission that their offer was for 4 trucks combined.

However, where individual pricing was provided, the pricing had increased and did not propose any savings if the orders were split.

ISSUES OF CONCERN

The following issues of concern were identified and addressed in the evaluation:

- Extended delivery timeframe of vehicles if order placed through Hino compared to Isuzu, however vehicles should be able to be supplied within this financial year.
- Final pricing on all trucks and body builds may change subject to manufacturer price, statutory charges and/or government charges and material cost increases, all body and aftermarket accessory prices will need to be re quoted when trucks arrive in stock.
- On road costs are not listed by both respondents as they will vary depending on delivery dates.

OVERALL FINDING

The evaluation demonstrates that all trucks offered are reputable brands and all have traditionally offered great service and support.

As part of the truck evaluation process an assessor was chosen to represent the departments directly affected by the purchase of the new trucks. Each department was able to put forward any issues or concerns. All trucks were scored separately to rule out any inconsistencies or pricing differences that may have led to a split purchase between suppliers.

As Council are heading towards conformity/consistency between the heavy vehicle fleet consideration was taken around in house service and maintenance as well as dealer service located in Port Augusta for Isuzu, and Adelaide for CMI Trucks along with their warranty and support. The evaluation team had put forward for the trucks to be purchased like for like and to be from the same supplier depending on overall figures and the outcome of the scored evaluation process.

Consideration was also taken into account around the warranty that is able to be supplied on the build of each truck body. While purchasing a truck, the body build is not incorporated in the actual vehicles warranty as a whole. Both suppliers have each truck body built to specification as requested and offer warranty separate of the truck itself. Isuzu build their bodies in house and due to this are able to offer warranty and repair at their dealership direct where Hino have their bodies built externally therefore, we are required to follow up any issues of concern directly with the body builder and not the Hino dealership direct.

It is recommended that Council purchases all four (4) trucks from Northeast Isuzu as like for like replacement where in total offers the best value for money, support, warranty, and service with the dealership located at Port Augusta. This will minimise down time of the vehicle and staff with any warranty/repair as well as first service requirements as Port Augusta is much closer than the Hino dealership in Adelaide.

Isuzu have provided the following four (4) trucks for the replacement:

- P1232 to be replaced with Isuzu NPR 75-190 AMT MLWB (Automatic Medium Long Wheel Base) Steel tray tipper

- P1234 to be replaced with Isuzu NPR 60/45 AMT MWB (Automatic Medium Wheel Base) Aluminum tray tipper
- P1258 to be replaced with Isuzu FRR 110-240 AMT MWB (Automatic Medium Wheel Base) Steel tray tipper
- P1341 to be replaced with Isuzu 150-260 AMT MWB (Automatic Medium Wheel Base) Steel tray tipper

TIMING AND BUDGET

Total funding of just over \$948,078 (ex GST) has been allocated in the 2024/25 Capital Works Budget as a part of the carry overs from 2023/24. This proposed scope of works to be funded from this budget is as follows:

Replacement of four (4) trucks including the trade in of existing plant due for replacement as part of the 10 year replacement program.

Trucks to be replaced are as follows.

- P1232 Mitsubishi Canter 8.2t tipper
- P1234 Hino 300 4.5t
- P1258 Hino 500 tipper 8.5t
- P1341 Hino 500 15.1t tipper (this truck is due for renewal however is in better condition than P1257 that is used at the Waste Transfer Station for shed load out. P1257 tipper is to be traded in place of P1341 where this truck will take the place of P1257 as the shed load out truck)

Total budget impact as listed above is approximately \$425,000 inc GST. In order to allow for the possibility of change in the trade in cost, tray build and other registrations and government fees that the CEO be given delegation to approve variations up to 10% of the contract value to ensure the smooth deliver of these plant items.

Should Council agree to the recommendation, a purchase order will be placed with the preferred tenderer, with the delivery of the trucks to be 14-16 weeks from there.

ATTACHMENTS

- 1. Tender Summary - Confidential**
- 2. Tender Scoring Matrix - Confidential**

TENDER SUMMARY

Criteria	Weighting	Northeast Isuzu (Isuzu Australia Limited)	CMI Truck Centre Adelaide PTY LTD	Daimler Truck Australia Pacific PTY LTD
Price	30%	\$416,860.55 total inc GST Excluding ORC Lowest Price	\$434,307.43 total inc GST Excluding ORC Highest Price	No Submission
Works Health & Safety and Risk Management.	10%	Meets relevant Australian standards	Meets relevant Australian standards	No Submission
Compliant with required specification	15%	All trucks have complied with requested specification	All trucks have complied with requested specification	No Submission
Availability/Delivery time frame	25%	Delivery time frames on all trucks is best 12-18 weeks	Delivery timeframe on all trucks will be with in the next financial year, however will be 7-9 months from order date	No Submission
Value Added Services and Improvement & Innovation	20%	Semi local service (Pt Augusta), have listed value add as Retractable tarp.	Nearest Service centre is now Adelaide. No listed value add.	No Submission
Warranty	10%	6 Year 250,000km warranty, 3 year warranty on parts.	5 Year 250,000km warranty , 3 years on parts	No Submission

TENDER SCORING MATRIX

ITEM	DESCRIPTION P1232 Truck Replacement	WEIGHTING %	Northeast Isuzu (Isuzu Australia Limited)		CMI Truck Centre Adelaide PTY LTD		Daimler Truck Australia Pacific PTY LTD	
	Evaluation Criteria Note: () * Denotes Rating		Score (out of 5)		Score (out of 5)		Score (out of 5)	
	LUMPS SUM TENDER VALUE INC GST		\$ 112,012.94		\$ 131,111.43			
1	Works Health & Safety and Risk Management	10%	3	6.00	3	6.00	0	0.00
2	Compliance with required specification	20%	3	12.00	3	12.00	0	0.00
3	Availability/Delivery time frame	20%	3	12.00	3	12.00	0	0.00
4	Value Added Services and Improvement & Innovation (Schedule 13)	10%	4	8.00	3	6.00	0	0.00
5	Warranty (Schedule 14)	10%	3	6.00	3	6.00	0	0.00
6	Price (Schedules 16) Score = $2.5 + 5*((\$M-\$T)/\$M)$	30%	\$ 2.9	17.36	2.11	12.64	0	0.00
TOTAL SCORE INCLUDING PRICE		100%	61.36		54.64		0.00	
TOTAL RANK INCLUDING PRICE			1		2			
TOTAL SCORE EXCLUDING PRICE			31.36		24.64		0.00	
TOTAL RANK EXCLUDING PRICE			1		2			

Rating Scale:

5 = Outstanding offer, greatly exceeds criterion

4 = Very good offer, exceeds criterion

3 = Good offer, no deficiencies, meets criterion

2 = Fair offer, few deficiencies, almost meets criterion

1 = Marginal offer, some deficiencies, partly meets criterion

0 = Inadequate offer, many deficiencies, does not meet criterion

DESCRIPTION P1234 Truck Replacement	WEIGHTING %	Northeast Isuzu (Isuzu Australia Limited)		CMI Truck Centre Adelaide PTY LTD		Daimler Truck Australia Pacific PTY LTD	
Evaluation Criteria Note: ()* Denotes Rating		Score (out of 5)		Score (out of 5)		Score (out of 5)	
LUMPS SUM TENDER VALUE INC GST		\$ 60,625.96		\$ 65,987.23			
Works Health & Safety and Risk Management	10%	3	6.00	3	6.00	0	0.00
Compliance with required specification	20%	3	12.00	3	12.00	0	0.00
Availability/Delivery time frame	20%	4	16.00	3	12.00	0	0.00
Value Added Services and Improvement & Innovation (Schedule 13)	10%	3	6.00	3	6.00	0	0.00
Warranty (Schedule 14)	10%	3	6.00	3	6.00	0	0.00
Price (Schedules 16) Score = 2.5 + 5*((M-\$T)/\$M)	30%	2.7	16.27	2.3	13.73	0	0.00
TOTAL SCORE INCLUDING PRICE	100%	62.27		55.73		0.00	
TOTAL RANK INCLUDING PRICE		1		2			
TOTAL SCORE EXCLUDING PRICE		28.27		25.73		0.00	
TOTAL RANK EXCLUDING PRICE		1		2			

1 Scale:

Outstanding offer, greatly exceeds criterion
 Very good offer, exceeds criterion
 Good offer, no deficiencies, meets criterion

2 = Fair offer, few deficiencies, almost meets criterion
 1 = Marginal offer, some deficiencies, partly meets criterion
 0 = Inadequate offer, many deficiencies, does not meet criterion

ITEM	DESCRIPTION P1258 Truck Replacement	WEIGHTING %	Northeast Isuzu (Isuzu Australia Limited)		CMI Truck Centre Adelaide PTY LTD		Daimler Truck Australia Pacific PTY LTD		
	Evaluation Criteria Note: () * Denotes Rating		Score (out of 5)		Score (out of 5)		Score (out of 5)		
	LUMPS SUM TENDER VALUE INC GST		\$ 112,727.88		\$ 106,494.00				#####
1	Works Health & Safety and Risk Management	10%	3	6.00	3	6.00	0	0.00	
2	Compliance with required specification	20%	3	12.00	3	12.00	0	0.00	
3	Availability/Delivery time frame	20%	4	16.00	3	12.00	0	0.00	
4	Value Added Services and Improvement & Innovation (Schedule 13)	10%	4	8.00	3	6.00	0	0.00	
5	Warranty (Schedule 14)	10%	3	6.00	3	6.00	0	0.00	
6	Price (Schedules 16) Score = 2.5 + 5*((SM-ST)/SM)	30%	2.36	14.15	2.64	15.85	0	0.00	
TOTAL SCORE INCLUDING PRICE		100%	62.15		57.85		0.00		
TOTAL RANK INCLUDING PRICE			1		2				
TOTAL SCORE EXCLUDING PRICE			28.15		27.85		0.00		
TOTAL RANK EXCLUDING PRICE			1		2				

Rating Scale:

5 = Outstanding offer, greatly exceeds criterion

4 = Very good offer, exceeds criterion

3 = Good offer, no deficiencies, meets criterion

2 = Fair offer, few deficiencies, almost meets criterion

1 = Marginal offer, some deficiencies, partly meets criterion

0 = Inadequate offer, many deficiencies, does not meet criterion

ITEM	DESCRIPTION P1341 Truck Replacement	WEIGHTING %	Northeast Isuzu (Isuzu Australia Limited)		CMI Truck Centre Adelaide PTY LTD		Daimler Truck Australia Pacific PTY LTD	
	Evaluation Criteria Note: () * Denotes Rating		Score (out of 5)		Score (out of 5)		Score (out of 5)	
	LUMPS SUM TENDER VALUE INC GST		\$ 131,493.77		\$ 130,714.77			
1	Works Health & Safety and Risk Management	10%	3	6.00	3	6.00	0	0.00
2	Compliance with required specification	20%	3	12.00	3	12.00	0	0.00
3	Availability/Delivery time frame	20%	4	16.00	3	12.00	0	0.00
4	Value Added Services and Improvement & Innovation (Schedule 13)	10%	3	6.00	3	6.00	0	0.00
5	Warranty (Schedule 14)	10%	4	8.00	3	6.00	0	0.00
6	Price (Schedules 16) Score = 2.5 + 5*((SM-\$T)/\$M)	30%	2.5	14.91	2.5	15.09	0	0.00
TOTAL SCORE INCLUDING PRICE		100%	62.91		57.09		0.00	
TOTAL RANK INCLUDING PRICE			1		2			
TOTAL SCORE EXCLUDING PRICE			28.91		27.09		0.00	
TOTAL RANK EXCLUDING PRICE			1		2			

Rating Scale:

5 = Outstanding offer, greatly exceeds criterion

4 = Very good offer, exceeds criterion

3 = Good offer, no deficiencies, meets criterion

2 = Fair offer, few deficiencies, almost meets criterion

1 = Marginal offer, some deficiencies, partly meets criterion

0 = Inadequate offer, many deficiencies, does not meet criterion

**MINUTES OF THE CEO PERFORMANCE REVIEW COMMITTEE MEETING
HELD ON WEDNESDAY 10 JULY 2024 AT 4.39PM IN THE COUNCIL
CHAMBERS, PORT PIRIE REGIONAL COUNCIL ADMINISTRATION
CENTRE, 115 ELLEN STREET, PORT PIRIE.**



ACKNOWLEDGEMENT

We acknowledge and respect the traditional custodians whose ancestral lands we are meeting upon here today.

We pay tribute to those who have served and continue to serve this great country, we pay tribute to our first responders and recognise the multicultural community that makes this region so unique.

1.0 ATTENDANCE:

1.1 Present

His Worship the Mayor L Stephens, Cr A Zubrinich (Chairperson), Deputy Mayor Cr K Jackson and Cr L Peters

Kate Carmody, Executive Assistant (Minutes)

1.2 Apologies

Nil

1.3 Leave of Absence

Nil

1.4 Non-Attendance

Nil

2.0 CONFIRMATION OF MINUTES:

4.1 CEO Performance Review Committee Meeting 12 June 2024

MOVED Cr Peters SECONDED Cr Jackson

**CE13/24 That the Minutes of the CEO Performance Review Committee
Special meeting held on 12 June 2024 be received and confirmed.
CARRIED**

3.0 MATTERS ARISING FROM MINUTES: Nil

4.0 DECLARATION OF INTERESTS: Nil

5.0 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY:

5.1 Chief Executive Officer Performance Review Process

Pursuant to Section 90(3)(a)

MOVED Mayor Stephens SECONDED Cr Peters

**CE14/24 Pursuant to Section 90(2) and (3)(a) of the Local Government Act
1999 the Committee orders that the public, with the exception of
K Carmody, Executive Assistant and Deirdre Albrighton,
Albrighton Consulting be excluded from attendance at that part
of this meeting relating to Agenda Item 5.1 Chief Executive Officer
Performance Review Process to enable the Committee to
consider Item 5.1 in confidence on the basis the Committee
considers it necessary and appropriate to act in a meeting
closed to the public (excepting those persons listed above) in
order to receive, discuss or consider in confidence the following
information relating to Item 5.1:**

5.0 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY: (Cont'd)

5.1 Chief Executive Officer Performance Review Process (Cont'd)
Pursuant to Section 90(3)(a) (Cont'd)

- **information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable**

being information relating to the Chief Executive Officer, which is sensitive as details of his performance will be discussed.

Accordingly, on this basis, the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

CARRIED

Deirdre Albrighton, Albrighton Consulting joined the meeting.

Deirdre provided an overview of the Chief Executive Officer performance review process and with the Committee discussed the timing of the process.

Mayor Stephens left the meeting at 5.01pm and returned at 5.03pm.

Deirdre will aim to issue the survey on Friday this week or Monday next week at the latest.

Survey to be open for two weeks.

Deirdre will issue the report to the Committee by Monday 19 August 2024.

The Committee will meet with Deirdre to discuss the report on Tuesday, 20 August at 5.30pm.

The Committee will aim to take the report to the August Ordinary meeting for Council to consider.

A meeting will be scheduled with the Chief Executive Officer for the Mayor and Deirdre to discuss the report with him.

Section 91(7) Order

MOVED Cr Peters

SECONDED Mayor Stephens

CE15/24

Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the agenda reports, attachments, discussion and minutes relating to Agenda Item 5.1 Chief Executive Officer Performance Review Process shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Sections 90(2) and (3)(a) of the Act on the grounds that the documents relate to information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable, being information relating to the Chief Executive Officer which is sensitive as details of his performance will be discussed.

This order shall operate for a period of six (6) months or until the process has been finalised.

- 5.0 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY: (Cont'd)
- 5.1 Chief Executive Officer Performance Review Process (Cont'd)
Section 91(7) Order (Cont'd)
Pursuant to Section 91(9)(c) of the Local Government Act 1999,
the Council delegates to the Chief Executive Officer (or his
delegate) the power to revoke this order in whole or part.
CARRIED
- 6.0 NEXT MEETING: 20 August 2024 at 5.30pm
- 7.0 CLOSURE: 5.35pm

CHAIR

16.2 SOUTH WEST DRAINAGE SCHEME - UPDATE

RESOLUTION OM278/24

MOVED CR CONNOR

SECONDED CR PETERS

Pursuant to Section 90(2) of the Local Government Act 1999, the Council orders that all members of the public with the exception of P Ackland, Chief Executive Officer; C Davey, Director Development & Regulation; K Johnson, Director Infrastructure; S Rufus, Director Corporate & Community and K Carmody, Executive Assistant be excluded from attendance at the meeting for Agenda Item 16.2 South West Drainage Scheme - Update.

The Council is satisfied that, pursuant to Section 90(3)(b) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is information the disclosure of which could reasonably be expected to confer a commercial advantage on a person or persons with whom the Council is proposing to conduct business with and would prejudice the commercial position of the Council.

The disclosure of this information would, on balance, be contrary to the public interest because the public interest in the Council preserving its negotiation position and obtaining best value for money for its community would be compromised.

Accordingly, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

CARRIED

RESOLUTION OM279/24

MOVED CR JACKSON

SECONDED CR GULIN

That Council receive and note the report.

CARRIED

RESOLUTION OM280/24

MOVED CR PETERS

SECONDED CR KEAIN

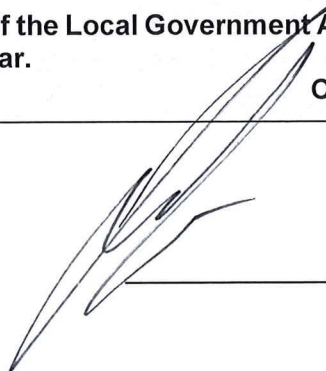
Pursuant to Section 91(7) of the Local Government Act 1999, the Council orders that agenda reports, related attachments, discussion and minutes relating to Agenda Item 16.2 South West Drainage Scheme - Update shall be kept confidential, being documents relating to a matter dealt with by the Council on a confidential basis under Sections 90(2) and 90(3)(b) of the Act.

This order shall operate until the matter has been finalised or until further order of the Council.

Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.

Council notes, in accordance with Section 91(9)(a) of the Local Government Act 1999, this order will be reviewed at least once in every year.

CARRIED


MAYOR

Cr Hopgood returned to the meeting at 7.27pm.

CEO P Ackland declared an interest in item 16.4 RFT for Contract 2024/145 Supply and Delivery of 3 SUV Vehicles because one of the vehicles to be considered for changeover is allocated to the position of CEO and forms part of his employment contract and left the meeting at 7.27pm.

Director Corporate & Community S Rufus declared an interest in item 16.4 RFT for Contract 2024/145 Supply and Delivery of 3 SUV Vehicles because one of the vehicles to be considered for changeover is allocated to the position of Director Corporate & Community and forms part of his employment contract and left the meeting at 7.27pm.

Mayor Stephens declared a material interest in item 16.4 RFT for Contract 2024/145 Supply and Delivery of 3 SUV Vehicles because one of the vehicles to be considered for changeover is allocated to the position of Mayor and left the meeting at 7.27pm.

In the absence of the Mayor, Deputy Mayor Cr K Jackson took the Chair.

16.4 RFT FOR CONTRACT 2024/145 SUPPLY AND DELIVERY OF THREE (3) SUV VEHICLES

RESOLUTION OM284/24

MOVED CR JOYCE

SECONDED CR GULIN

Pursuant to Section 90(2) & (3)(k) of the Local Government Act 1999, the Council orders that the public, with the exception of P Ackland, Chief Executive Officer; C Davey, Director Development & Regulation; K Johnson, Director Infrastructure; S Rufus, Director Corporate & Community and K Carmody, Executive Assistant, be excluded from attendance at that part of this meeting relating to Agenda Item 16.4 RFT for Contract 2024/145 Supply and Delivery of Three (3) SUV Vehicles to enable the Council to consider Item 16.4 in confidence on the basis the Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to Item 16.4 which is tenders for the supply of goods, the provision of services or the carrying out of works, the disclosure of which would be unreasonable information being information relating to the replacement of three (3) vehicles.

Accordingly, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

CARRIED

RESOLUTION OM285/24

MOVED CR HOPGOOD

SECONDED CR PETERS

That Council:

- amend the resolution from the Ordinary Meeting of Council OM233/24 item 16.8 concerning RFT 2024/145 Supply and Delivery of 3 SUV Vehicles to reflect a new contract value of up to \$115,000.00 excluding GST for the supply of three (3) SUV Vehicles from Spencer Motors Pty Ltd for Mitsubishi Pajero Sports 7 Seat GLS Deluxe Wagon My24 2.4L Diesel 4X4; and
- provide the Chief Executive Officer with delegation to approve variations up to 5% of the contract value to allow for variance in trade in costs.

CARRIED



RESOLUTION OM286/24

MOVED CR KEAIN

SECONDED CR CONNOR

Pursuant to Section 91(7) of the Local Government Act 1999, the Council orders that the agenda reports, related attachments, discussion and minutes relating to Agenda Item 16.4 RFT for Contract 2024/145 Supply and Delivery of Three (3) SUV Vehicles shall be kept confidential, being documents relating to a matter dealt with by the Council on a confidential basis under Sections 90(2) and (3)(k) of the Act on the grounds that the documents relate to tenders for the supply of goods, the provision of services or the carrying out of works being information relating to the replacement of three (3) vehicles.

This order shall operate for a period of six (6) months or until the execution of a contract.

Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.

CARRIED



MAYOR

Mayor L Stephens returned to the meeting at 7.30pm and resumed the Chair.

CEO P Ackland and Director Corporate & Community S Rufus did not return to the meeting.

16.5 RFT FOR CONTRACT 132 2023/24 TRUCK REPLACEMENT PROGRAM

RESOLUTION OM287/24

MOVED CR PETERS

SECONDED CR KEAIN

Pursuant to Section 90(2) & (3)(k) of the Local Government Act 1999, the Council orders that the public, with the exception of P Ackland, Chief Executive Officer; C Davey, Director Development & Regulation; K Johnson, Director Infrastructure; S Rufus, Director Corporate & Community and K Carmody, Executive Assistant, be excluded from attendance at that part of this meeting relating to Agenda Item 16.5 RFT for Contract 132 2023/24 Truck Replacement Program to enable the Council to consider Item 16.5 in confidence on the basis the Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to Item 16.5 which is tenders for the supply of goods, the provision of services or the carrying out of works, the disclosure of which would be unreasonable information being information relating to the replacement of four (4) trucks.

Accordingly, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

CARRIED

RESOLUTION OM288/24

MOVED CR JACKSON

SECONDED CR PETERS

That Council:

- award a contract to Northeast Isuzu for the supply and delivery of four (4) trucks in accordance with the documents submitted via VendorPanel (LGA Procurement) in the response to Request for Tenders for Contract 132 2023/24 Truck Replacement Program for a value up to \$425,000.00 (inc. GST); and
- provide the Chief Executive Officer with delegation to approve variations up to of 10% of the contract value to allow for variance in trade in cost, fees and tray construction costs.

CARRIED

RESOLUTION OM289/24

MOVED CR ZUBRINICH

SECONDED CR JOYCE

Pursuant to Section 91(7) of the Local Government Act 1999, the Council orders that the agenda reports, related attachments, discussion and minutes relating to Agenda Item 16.5 RFT for Contract 132 2023/24 Truck Replacement Program shall be kept confidential, being documents relating to a matter dealt with by the Council on a confidential basis under Sections 90(2) and (3)(k) of the Act on the grounds that the documents relate to tenders for the supply of goods, the provision of services or the carrying out of works being information relating to the replacement of four (4) trucks.

This order shall operate for a period of six (6) months or until the execution of a contract.

Pursuant to Section 120(1) of the Local Government Act 1999 CEO P Ackland declared an interest in items 16.6 Chief Executive Officer Performance Review Committee Meeting Held 10 July 2024 in that he is the subject of this Committee.

**16.6 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE MEETING
HELD 10 JULY 2024**

RESOLUTION OM290/24

MOVED CR ZUBRINICH

SECONDED CR HOPGOOD

Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Council orders that the public, with the exception of K Carmody, Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 16.6 Chief Executive Officer Performance Review Committee Meeting held 10 July 2024 to enable the Council to consider Item 16.6 in confidence on the basis the Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information relating to Item 16.6:

- information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable

being information relating to the Chief Executive Officer, which is sensitive as details of his performance will be discussed.

Accordingly, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

CARRIED

RESOLUTION OM291/24

MOVED CR ZUBRINICH

SECONDED CR KEAIN

That the minutes of the CEO Performance Review Committee Meeting held 10 July 2024 be received.

CARRIED

RESOLUTION OM292/24

MOVED CR CONNOR

SECONDED CR GULIN

Pursuant to Section 91(7) of the Local Government Act 1999, the Council orders that the agenda reports, attachments, discussion and minutes relating to Agenda Item 16.6 Chief Executive Officer Performance Review Committee Meeting held 10 July 2024 shall be kept confidential, being documents relating to a matter dealt with by the Council on a confidential basis under Sections 90(2) and (3)(a) of the Act on the grounds that the documents relate to information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable, being information relating to the Chief Executive Officer which is sensitive as details of his performance will be discussed.

This order shall operate for a period of six (6) months or until the process has been finalised.

Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.

CARRIED


MAYOR

Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.

CARRIED

A handwritten signature in black ink, consisting of a large, stylized 'M' followed by a horizontal stroke and a small flourish.

MAYOR

MEMBERS OF CEO PERFORMANCE REVIEW COMMITTEE

Mayor L Stephens, Deputy Mayor Cr K Jackson and
Crs A Zubrinich (Chair) and L Peters



Council Officers

Peter Ackland, Chief Executive Officer
Kate Carmody, Executive Assistant (Minutes)

Invited Guest

Deirdre Albrighton, Albrighton Consulting

Notice is hereby given that a **CEO Performance Review Committee Special Meeting** will be held on **Tuesday, 20 August 2024 at 5.30pm** in the Council Chambers, 115 Ellen Street, Port Pirie.

Peter Ackland
CHIEF EXECUTIVE OFFICER
19 August 2024

A G E N D A

ACKNOWLEDGEMENT

We acknowledge and respect the traditional custodians whose ancestral lands we are meeting upon here today.

We pay tribute to those who have served and continue to serve this great country, we pay tribute to our first responders and recognise the multicultural community that makes this region so unique.

1.0 ATTENDANCE:

- 1.1 Present
- 1.2 Apologies
- 1.3 Leave of Absence
- 1.4 Non-Attendance

2.0 CONFIRMATION OF MINUTES:

- 2.1 CEO Performance Review Committee Meeting 10 July 2024

MOVED

SECONDED

That the Minutes of the CEO Performance Review Committee meeting held on 10 July 2024 be received and confirmed.

3.0 MATTERS ARISING FROM MINUTES:

4.0 DECLARATIONS OF INTERESTS:

5.0 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY:

- 5.1 Chief Executive Officer Performance Review 2023/24 – Draft Performance Appraisal Report

Pursuant to Section 90(3)(a)

MOVED

SECONDED

Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of K Carmody,



Executive Assistant and Deirdre Albrighton, Albrighton Consulting be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Chief Executive Officer Performance Review 2023/24 – Draft Performance Appraisal Report to enable the Committee to consider Item 5.1 in confidence on the basis the Committee considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information relating to Item 5.1:

- information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable

being information relating to the Chief Executive Officer, which is sensitive as details of his performance will be discussed.

Accordingly, on this basis, the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

Section 91(7) Order

MOVED

SECONDED

Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the agenda reports, attachments, discussion and minutes relating to Agenda Item 5.1 Chief Executive Officer Performance Review 2023/24 – Draft Performance Appraisal Report shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Sections 90(2) and (3)(a) of the Act on the grounds that the documents relate to information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable, being information relating to the Chief Executive Officer which is sensitive as details of his performance will be discussed.

This order shall operate for a period of six (6) months or until the process has been finalised.

Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.

6.0 NEXT MEETING:

7.0 CLOSURE:



Our Organisation – Our Values

Every Port Pirie Regional Council employee carries the responsibility of working towards achieving a continuing, measurable improvement in our workplace culture.

This will be achieved through upholding Port Pirie Regional Council values by:

Doing the Right Thing

Accountability

Council acts on behalf of the communities of Port Pirie Regional Council and accepts accountability for its decisions and actions.

Honesty, Integrity and Transparency

Council will strive to be valued and trusted by the community through its actions and open and honest communication.

Ethical Behaviour and Good Governance

Council values ethical conduct and employs principles of good governance

Deliver Services that Meet the Needs of our Community

Service Delivery Excellence

Council will ensure that its services meet quality, cost and efficiency standards; are accessible and are responsive to the needs of the community.

Together we Achieve More

Team Work and Professionalism

Council values a cohesive team approach with the administration and elected members working together to lead the region forward with appropriate skills, knowledge and experience.

Inclusivity

Council acts on behalf of all residents and ratepayers. We value the community and will treat all people with dignity, respect and equity.

**MINUTES OF THE CEO PERFORMANCE REVIEW COMMITTEE MEETING
HELD ON WEDNESDAY 10 JULY 2024 AT 4.39PM IN THE COUNCIL
CHAMBERS, PORT PIRIE REGIONAL COUNCIL ADMINISTRATION
CENTRE, 115 ELLEN STREET, PORT PIRIE.**



ACKNOWLEDGEMENT

We acknowledge and respect the traditional custodians whose ancestral lands we are meeting upon here today.

We pay tribute to those who have served and continue to serve this great country, we pay tribute to our first responders and recognise the multicultural community that makes this region so unique.

1.0 ATTENDANCE:

1.1 Present

His Worship the Mayor L Stephens, Cr A Zubrinich (Chairperson), Deputy Mayor Cr K Jackson and Cr L Peters

Kate Carmody, Executive Assistant (Minutes)

1.2 Apologies

Nil

1.3 Leave of Absence

Nil

1.4 Non-Attendance

Nil

2.0 CONFIRMATION OF MINUTES:

4.1 CEO Performance Review Committee Meeting 12 June 2024

MOVED Cr Peters SECONDED Cr Jackson

**CE13/24 That the Minutes of the CEO Performance Review Committee
Special meeting held on 12 June 2024 be received and confirmed.
CARRIED**

3.0 MATTERS ARISING FROM MINUTES: Nil

4.0 DECLARATION OF INTERESTS: Nil

5.0 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY:

5.1 Chief Executive Officer Performance Review Process

Pursuant to Section 90(3)(a)

MOVED Mayor Stephens SECONDED Cr Peters

**CE14/24 Pursuant to Section 90(2) and (3)(a) of the Local Government Act
1999 the Committee orders that the public, with the exception of
K Carmody, Executive Assistant and Deirdre Albrighton,
Albrighton Consulting be excluded from attendance at that part
of this meeting relating to Agenda Item 5.1 Chief Executive Officer
Performance Review Process to enable the Committee to
consider Item 5.1 in confidence on the basis the Committee
considers it necessary and appropriate to act in a meeting
closed to the public (excepting those persons listed above) in
order to receive, discuss or consider in confidence the following
information relating to Item 5.1:**

5.0 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY: (Cont'd)

5.1 Chief Executive Officer Performance Review Process (Cont'd)
Pursuant to Section 90(3)(a) (Cont'd)

- **information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable**

being information relating to the Chief Executive Officer, which is sensitive as details of his performance will be discussed.

Accordingly, on this basis, the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

CARRIED

Deirdre Albrighton, Albrighton Consulting joined the meeting.

Deirdre provided an overview of the Chief Executive Officer performance review process and with the Committee discussed the timing of the process.

Mayor Stephens left the meeting at 5.01pm and returned at 5.03pm.

Deirdre will aim to issue the survey on Friday this week or Monday next week at the latest.

Survey to be open for two weeks.

Deirdre will issue the report to the Committee by Monday 19 August 2024.

The Committee will meet with Deirdre to discuss the report on Tuesday, 20 August at 5.30pm.

The Committee will aim to take the report to the August Ordinary meeting for Council to consider.

A meeting will be scheduled with the Chief Executive Officer for the Mayor and Deirdre to discuss the report with him.

Section 91(7) Order

CE15/24

MOVED Cr Peters

SECONDED Mayor Stephens

Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the agenda reports, attachments, discussion and minutes relating to Agenda Item 5.1 Chief Executive Officer Performance Review Process shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Sections 90(2) and (3)(a) of the Act on the grounds that the documents relate to information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable, being information relating to the Chief Executive Officer which is sensitive as details of his performance will be discussed.

This order shall operate for a period of six (6) months or until the process has been finalised.

- 5.0 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY: (Cont'd)
- 5.1 Chief Executive Officer Performance Review Process (Cont'd)
Section 91(7) Order (Cont'd)
Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.
CARRIED
- 6.0 NEXT MEETING: 20 August 2024 at 5.30pm
- 7.0 CLOSURE: 5.35pm

CHAIR

MINUTES OF THE CEO PERFORMANCE REVIEW COMMITTEE SPECIAL MEETING HELD ON TUESDAY 20 AUGUST 2024 AT 5.34PM IN THE COUNCIL CHAMBERS, PORT PIRIE REGIONAL COUNCIL ADMINISTRATION CENTRE, 115 ELLEN STREET, PORT PIRIE.



ACKNOWLEDGEMENT

We acknowledge and respect the traditional custodians whose ancestral lands we are meeting upon here today.

We pay tribute to those who have served and continue to serve this great country, we pay tribute to our first responders and recognise the multicultural community that makes this region so unique.

1.0 ATTENDANCE:

1.1 Present

His Worship the Mayor L Stephens, Cr A Zubrinich (Chairperson), Deputy Mayor Cr K Jackson and Cr L Peters

Kate Carmody, Executive Assistant (Minutes)

Invited Guest

Deirdre Albrighton, Albrighton Consulting

1.2 Apologies

Nil

1.3 Leave of Absence

Nil

1.4 Non-Attendance

Nil

2.0 CONFIRMATION OF MINUTES:

4.1 CEO Performance Review Committee Meeting 10 July 2024

MOVED Mayor Stephens SECONDED Cr Peters

CE16/24 That the Minutes of the CEO Performance Review Committee meeting held on 10 July 2024 be received and confirmed.

CARRIED

3.0 MATTERS ARISING FROM MINUTES: Nil

4.0 DECLARATION OF INTERESTS: Nil

5.0 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY:

5.1 Chief Executive Officer Performance Review 2023/24 – Draft Performance Appraisal Report Pursuant to Section 90(3)(a)

MOVED Mayor Stephens SECONDED Cr Peters

CE17/24 Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of K Carmody, Executive Assistant and Deirdre Albrighton, Albrighton Consulting be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Chief Executive Officer Performance Review 2023/24 – Draft Performance Appraisal Report to enable the Committee to consider Item 5.1 in confidence on the basis the Committee considers it necessary and appropriate to act in a meeting closed to the public

(excepting those persons listed above) in order to receive, discuss or consider in confidence the following information relating to Item 5.1:

- information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable

being information relating to the Chief Executive Officer, which is sensitive as details of his performance will be discussed.

Accordingly, on this basis, the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

CARRIED

CE18/24 **MOVED Cr Peters** **SECONDED Cr Jackson**
That the draft Performance Appraisal Report from Albrighton Consulting be considered by Council at the next Ordinary meeting.

CARRIED

Section 91(7) Order

CE19/24 **MOVED Mayor Stephens** **SECONDED Cr Peters**
Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the agenda reports, attachments, discussion and minutes relating to Agenda Item 5.1 Chief Executive Officer Performance Review 2023/24 – Draft Performance Appraisal Report shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Sections 90(2) and (3)(a) of the Act on the grounds that the documents relate to information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable, being information relating to the Chief Executive Officer which is sensitive as details of his performance will be discussed.

This order shall operate for a period of six (6) months or until the process has been finalised.

Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.

CARRIED

6.0 NEXT MEETING: 9 October 2024 at 5.00pm

7.0 CLOSURE: 6.58pm

CHAIR

16.2 SOUTH WEST DRAINAGE SCHEME - UPDATE**Author:** Peter Ackland, Chief Executive Officer**File Reference:** 2024.1963

Timeframe:	Immediate			
Budget Impact:	Costs for legal documentation and survey can be contained within the existing budget for this project			
Risk Assessment:	Primary Risk Type(s):	Financial		
	Inherent Risk:	Likelihood	Consequence	Rating
		Possible	Moderate	Medium
	Controls:	<ul style="list-style-type: none"> Engage professional services and legal advice Continued provision of information to the land owners (as appropriate) and government Clarity regarding the responsibilities of all parties 		
	Residual Risk:	Unlikely	Minor	Low

STRATEGIC REFERENCE:	
Theme	Our Lifestyle
Goal	Infrastructure
Strategy 3.2.3	Council provided assets are fit for purpose, proactively maintained and renewal recognises future demand.

RECOMMENDATION
That the report be received and noted.

EXECUTIVE SUMMARY
To provide an update on the outcome of negotiations to secure either the purchase of lot 100 Port Davis Road or alternative easement rights over the same property to support the delivery of the South West Drainage system.

CONSULTATION UNDERTAKEN
All Directors, Landowner of Lot 100.

DISCUSSION

I refer Members to agenda item 16.2 included as a confidential agenda item to Councils Ordinary Meeting held 24 July 2024.

That report updated Council on efforts to action Councils resolution OM190/24 which essentially set out authority to the Chief Executive Officer to either purchase Lot 100 Port Davis Road, or alternatively to seek other easement rights over said property in order to facilitate actions considered necessary to reach agreement with an adjoining landowner (Samaras) for the provision of land to Council required for the South West Drainage Scheme.

The report noted that the new property owner would not onsell the property to Council but would potentially consider the granting of an easement in an alternative location in return for Council extinguishing its current easement on his property (refer attached plan for approximate location of both the current and sought easement).

I am pleased to report that agreement has been reached on key terms with the landowner, and arrangement have been made to issue instructions to have the agreement reflected legally.

The key terms of the agreement negotiated with the landowner are:

- Create a new 50m wide easement for drainage purposes as close as reasonably possible to the southern most edge of the existing paint ball layout / area.
- Spoil from the excavated drain to remain in site.
- The proposed layout of the drainage easement to be as per the attached plan, other than the batters will be different given the proposed depth of the drain is nominally between 1.9m and 2.4m deep, rather than the depths shown on the plan, and there is a 4m flat base to the drain.
- Landowner offer of contribution of gates (marked 5 on the plan), concrete sleepers (marked 6 on the plan) and concrete blocks (marked 4 on the plan) the latter being subject to structural integrity and suitability.
- Council to construct the drain and install associated infrastructure as per the plan.
- Council to permit light vehicle access via the proposed crossing at the western end, and larger vehicle access at the eastern end.
- Council to permit grazing of the drainage easement if requested, subject to any necessary safety requirements if the drain is flowing.
- On the basis of the agreement to create a new easement as described above, Council will agree to release the current easement on the northern boundary of the property.
- Council to pay for the survey, registering new easement, deregistering current easement and creation of the new drain.

The new easement is between 10 and 15 meters wider than the current easement and is to be provided for no additional cost, other than Council to meet the costs of survey and registering / deregistering the easements.

Once the legal agreement recording this arrangement has been signed by both parties, which is not expected to be a protracted process, a meeting will be held with Samaras to seek to reach agreement on his provision of land required to construct the drain.

ATTACHMENTS

1. Easement locations and concept design

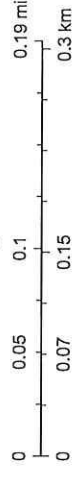
ArcGIS Web Map



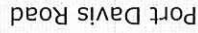
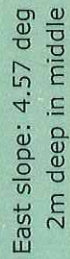
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☐ Property Details

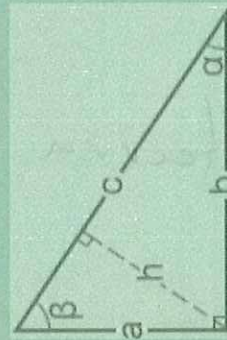
1:4,514



Esri, HERE, Garmin, NGA, USGS



Given $a=2$ and $b=25$,
 $c = 25.07987$
 $\alpha = 4^\circ 34' 26'' = 0.79883 \text{ rad}$
 $\angle \beta = 85.426^\circ = 85^\circ 25' 34'' = 1.49097 \text{ rad}$
 $h = 1.99363$ area = 25
 perimeter = 52.07987
 inradius = 0.96006
 circumradius = 12.9994



West slope: 3.43 deg
1.5m deep in middle

Given $a=1.5$ and $b=25$,
 $c = 25.04496$
 $\angle \alpha = 3.434^\circ$ $3^\circ 26' 1'' = 0.059928$ rad
 $\angle \beta = 86.566^\circ = 86^\circ 33' 59'' = 1.51087$ rad
 $h = 1.49731$
 $\text{area} = 18.75$
 $\text{perimeter} = 51.54496$
 $\text{inradius} = 0.72752$ $\odot$
 $\text{circumradius} = 12.52248$ $\odot$

- ➊ Easement and grass area for water to flow.
- ➋ Storm water pipe from under Port Davis Road.
- ➌ Fence on north side close to paintball infrastructure.
- ➍ Concrete blocks as barrier.
- ➎ Gates for access through easement.
- ➏ Concrete sleepers for passage over easement.

16.4 MATERIAL SUPPLY & HAULAGE FOR RESHEETING PROGRAM**Author:** Peter Lock, Manager Operations**Authoriser:** Kathryn Johnson, Director Infrastructure**File Reference:** 40.082.008.007

Timeframe:	2024/25 Financial Year			
Budget Impact:	Funded within the 2024/25 Capital Budget			
Risk Assessment:	Primary Risk Type(s):		Financial/Infrastructure	
	Inherent Risk:	Likelihood	Consequence	Rating
		Possible	Minor	Low
	Controls:	<ul style="list-style-type: none"> Engage Contractor for the supply and haulage of suitable material 		
	Residual Risk:	Possible	Insignificant	Low

STRATEGIC REFERENCE:	
Theme	Our Lifestyle
Goal	Infrastructure
Strategy 3.2.2	Regional transport networks are prioritised to support primary and other industrial use.

RECOMMENDATION
That Council:
<ul style="list-style-type: none"> award a contract to S C Heinrich & Co Pty Ltd for the supply and haulage of rubble to Kirchner Road for a value up to \$235,000 excluding GST; waive the application of Council's Procurement Policy as per Clause 9.2 and approve the single sourcing of S C Heinrich & Co Pty Ltd for supply and haulage of rubble to Kirchner Road due to matching the same rates that were previously successful in the last tendering process; delegate authority to the Chief Executive Officer to negotiate variations up to a total of 10% of the contract sum; and note the required timeframe from Pacific Blue to meet the timing of the Dilapidation Report for the Clements Gap BESS project.

EXECUTIVE SUMMARY
Kirchner Road has been identified as a road required for resheeting in the 2024/25 Resheeting Program. Due to a proposal from Pacific Blue to provide a proportion of funding for the road upgrade, they would like the works completed by late September 2024 in time for the scheduled Dilapidation Report for the Clements Gap BESS project.

CONSULTATION UNDERTAKEN

Pacific Blue the owner of the Clements Gap BESS project

DISCUSSION

Councils Director Infrastructure has met with representatives of Pacific Blue who are undertaking the BESS project at Clements Gap along Kirchner Road. Pacific Blue has asked if Council had any planned improvements for Kirchner Road prior to commencement of the BESS project. At this time Pacific Blue was asked if they would pay for the works, where they have come back with an offer to contribute \$50,000 towards the resheeting of Kirchner Road. Pacific Blue has also asked if the works could be completed prior to the end of September 2024 before a Dilapidation Report is scheduled to be undertaken for the site and surrounding roads. It is understood that if during the road is damaged during construction of the BESS project that they would be able to rectify the issues at the completion of the project due to the understanding that the road was in a new condition.

Therefore, if Council wishes to have the works completed in time for the Dilapidation Report material supply and haulage would need to be sourced in a relatively quick manner. At this current stage S C Heinrich & Co Pty Ltd have remaining rubble at their Brinkworth Pit that was raised at the time that Council sourced material earlier in the year for the previous supply contract and are willing to supply material at the rate that they did in the last contract.

CLM Quarries has also supplied Council with material for road resheeting in the previous campaign. However, due to further effort being put into integrating more rock into the current stockpiles there isn't a readily available source of material and is not likely to be ready before the end of September. The carting of material would need to occur by the start of September to achieve the timeframe required by Pacific Blue.

It is recommended that Council sources material and haulage from S C Hendrich & Co under the same conditions as the previous rubble and haulage contract due to the required scope and timing.

S C Hendrich & Co has matched their previously tendered rates from last year of supply material at \$14 per tonne and will supply cartage from approximately \$11 per tonne for the 44km bracket. It is estimated that 9,011 tonnes of rubble is required to resheet Kirchner Road from Clements Road to Clifford Road which is a Category 2 sheeted road.

Budget And Timing

The works will be funded in the 2024/25 Capital Works Budget through Council's Resheeting Program with a cost share of \$50,000 from Pacific Blue. '

Subject to Councils endorsement the works will be completed by the end of September 2024 to meet the scheduled Dilapidation Report timeframe.

ATTACHMENTS

Nil

MINUTES OF THE CEO PERFORMANCE REVIEW COMMITTEE SPECIAL MEETING HELD ON TUESDAY 20 AUGUST 2024 AT 5.34PM IN THE COUNCIL CHAMBERS, PORT PIRIE REGIONAL COUNCIL ADMINISTRATION CENTRE, 115 ELLEN STREET, PORT PIRIE.



ACKNOWLEDGEMENT

We acknowledge and respect the traditional custodians whose ancestral lands we are meeting upon here today.

We pay tribute to those who have served and continue to serve this great country, we pay tribute to our first responders and recognise the multicultural community that makes this region so unique.

1.0 ATTENDANCE:

1.1 Present

His Worship the Mayor L Stephens, Cr A Zubrinich (Chairperson), Deputy Mayor Cr K Jackson and Cr L Peters

Kate Carmody, Executive Assistant (Minutes)

Invited Guest

Deirdre Albrighton, Albrighton Consulting

1.2 Apologies

Nil

1.3 Leave of Absence

Nil

1.4 Non-Attendance

Nil

2.0 CONFIRMATION OF MINUTES:

4.1 CEO Performance Review Committee Meeting 10 July 2024

MOVED Mayor Stephens SECONDED Cr Peters

CE16/24 That the Minutes of the CEO Performance Review Committee meeting held on 10 July 2024 be received and confirmed.

CARRIED

3.0 MATTERS ARISING FROM MINUTES: Nil

4.0 DECLARATION OF INTERESTS: Nil

5.0 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY:

5.1 Chief Executive Officer Performance Review 2023/24 – Draft Performance Appraisal Report Pursuant to Section 90(3)(a)

MOVED Mayor Stephens SECONDED Cr Peters

CE17/24 Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of K Carmody, Executive Assistant and Deirdre Albrighton, Albrighton Consulting be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Chief Executive Officer Performance Review 2023/24 – Draft Performance Appraisal Report to enable the Committee to consider Item 5.1 in confidence on the basis the Committee considers it necessary and appropriate to act in a meeting closed to the public

(excepting those persons listed above) in order to receive, discuss or consider in confidence the following information relating to Item 5.1:

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being information relating to the Chief Executive Officer, which is sensitive as details of his performance will be discussed.

Accordingly, on this basis, the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

CARRIED

CE18/24 **MOVED Cr Peters** **SECONDED Cr Jackson**
That the draft Performance Appraisal Report from Albrighton Consulting be considered by Council at the next Ordinary meeting.

CARRIED

Section 91(7) Order

CE19/24 **MOVED Mayor Stephens** **SECONDED Cr Peters**
Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the agenda reports, attachments, discussion and minutes relating to Agenda Item 5.1 Chief Executive Officer Performance Review 2023/24 – Draft Performance Appraisal Report shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Sections 90(2) and (3)(a) of the Act on the grounds that the documents relate to information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable, being information relating to the Chief Executive Officer which is sensitive as details of his performance will be discussed.

This order shall operate for a period of six (6) months or until the process has been finalised.

Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.

CARRIED

6.0 NEXT MEETING: 9 October 2024 at 5.00pm

7.0 CLOSURE: 6.58pm

CHAIR



CEO Review Report

Deirdre Albrighton

August 2024

ALBRIGHTON & CONSULTING
TRAINING & SERVICES

21 August 2024

Mr Alan Zubrinich
Chair CEO Review Panel
Port Pirie Council

Dear Alan

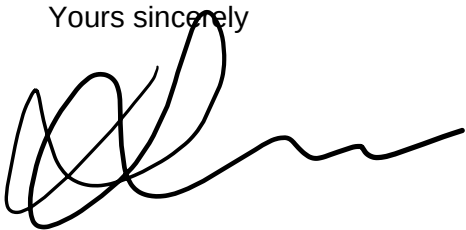
Report for Chief Executive Officer Annual Review

Thank you for the opportunity to assist Port Pirie Council with the review of your CEO, Mr Peter Ackland.

Here in is the final report, incorporating the 360 professional feedback key performance criteria results, and the outcomes of the key priorities for the consideration of yourself and elected members.

It has been an absolute pleasure working with you, the staff, and elected members of the council, and we look forward to the opportunity of working with you again to deliver a positive outcome for your council and your community.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Deirdre Albrighton', with a stylized, flowing script.

Deirdre Albrighton
Director Albrighton Consulting

Email: deirdre@albrightonconsulting.com.au

Commercial in Confidence

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About Albrighton Consulting



Deirdre Albrighton, Director

Deirdre is an experienced human resources/people and culture professional. She has been responsible for the leadership, management, and development of human resource functions across commercial and government sectors locally, nationally, and internationally. These human resources roles required the development and implementation of business-focused and culture enhancing human resource strategies, policies, and practices.

Key areas of her expertise include performance review of CEO and senior executives, recruitment and selection, performance management, induction, outplacement, learning, and development including coaching, employee engagement and succession and workforce planning, industrial relations, WH&S including workers compensation, remuneration and benefits, and organizational design. More recently Deirdre has specialised in the review of CEO's for both Local Government and Not for Profit sectors, aligning Values within the organisation, and building capacity and capability of regional and rural communities.

As a Management Consultant, Project Manager and Educator with over 25 years' experience in both public and private companies, government departments, state and federal, Deirdre has a comprehensive background in conducting performance reviews. The methodology provides management with the opportunity to conduct an open, two-way discussion with an employee that determines what ongoing development needs should be addressed during the coming year.

Deirdre is also widely skilled in facilitation, coaching and the delivery of psychometric testing for recruitment and online psychometrics. Deirdre has a Master of Education (Leadership and Management), Graduate Certificate in Public Sector Management, BA in Sociology, Policy and Management and Diploma in Training Assessment and Design. Deirdre is also an accredited deliverer of the GeneSys Psychometric tools including the 360 programs.

The Brief

The Port Pirie Council sought a partner for the provision of services in the undertaking of the Chief Executive Officer Annual Review as required under Section 102A of the Local Government Act 1999.

This activity incorporated both the review and a survey of elected members to determine the achievement outcomes, and key priorities for the consideration of council for the next 12-month period.

The data and the recommendations for the CEO review are contained in this report.

Our Solution

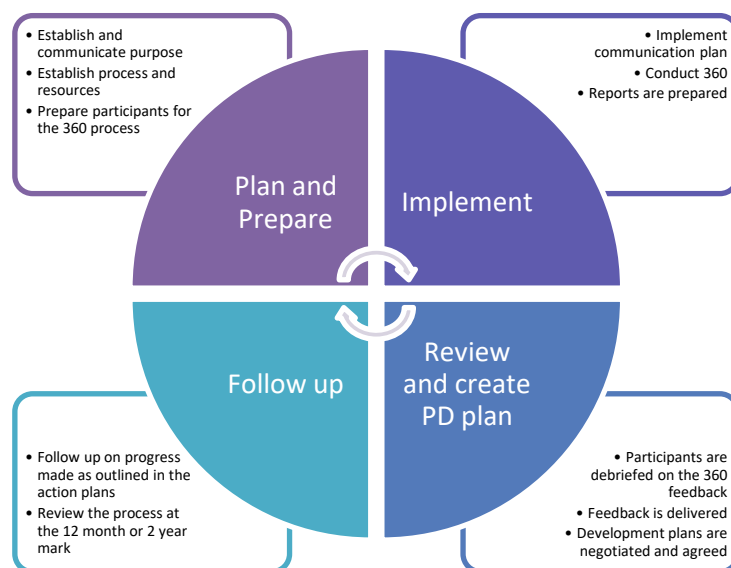
Part 1

360 Evaluation Process & Methodology

As part of the 360 Performance Review services offered by Albrighton Consulting, our consultants will:

- Facilitate initial briefing/workshop meeting with staff, and nominated contact from the council
- Run the 360-process using Genesys¹ Online Assessments and develop the report
- Formulate development plans
- Facilitate the debrief
- Meet with the CEO, Management and Council as requested

Methodology used



A successful evaluation process will have a number of key traits; it should:

¹ <https://psytech.com/Systems/PsytechGeneSysOnline>

GeneSys Online is an assessment administration platform designed to administer, score and report on the extensive range of occupational assessments and solutions offered by Psytech International. Providing access to supervised, remote unsupervised, group managed supervised and answer sheet administration and other features such as ideal profiling, 360-degree project management and much more.

- Be constructive.
- Have both a past and future focus.
- Provide sufficient mechanisms to bring elected members' instincts to the surface.
- Provide for multiple sources of input.
- Allow for realignment of future goals; and
- Emphasise the persons personal development.

Performance criteria

This process is to measure the success of the previous priorities for the CEO according to a rating process as determined by the Council and in conjunction with the CEO's contract. In this process we survey the Elected Members to determine their ratings of the CEO's past performance on strategic priorities. This is facilitated through a confidential online data collection survey. The data formulates part of the final report.

Priorities achievement

Using an online data collection tool, we capture the elected members rating from 1-5 as to the achievement of the priorities as determined and agreed by council.

CEO 360

360° appraisals compare an individual's self-ratings on a number of behavioural competencies to the ratings provided by other individuals who regularly interact with them at work. These "raters" are grouped by the nature of their relationship with the individual being appraised to be a manager a peer, a direct report, or other key stakeholders such as clients.



In this instance, the participants were the **CEO** (self), **Mayor** (manager), **selected staff** (direct reports), and **elected members** (peers).

The results are based on the questionnaires completed by the CEO and the various raters involved in the 360° appraisal. The questionnaires focused on the CEO's behaviour in the workplace and the way they perform in relation to the competencies being measured.

The information contained in this report provides insight into their strengths and weaknesses within the competencies as well

as any differences that might exist between their perception of their behaviour and that of others. The information can be used to enhance the CEO's self-awareness and better engage in personal and professional development.

Rating Scale

A 7-point rating scale was used in the 360 questionnaires. The below table lists the level descriptions and the numerical values associated to each. These numerical values form the basis for all further analysis and data representation.

Value	Level Description
7	Always
6	Almost Always
5	Often
4	Sometimes
3	Rarely
2	Almost Never
1	Never

The Competency Framework

Competency Framework	
Category Name	Definition
Integrity	The tendency to be trustworthy, reliable, and honest - someone who has a strong competency in this area can be relied upon to work independently, with only minimal supervision. They avoid taking inappropriate risks, are responsible and can be relied upon to act with due diligence.
Creativity	The capacity to think and act in a creative and innovative manner - someone who has a strong competence in this area is good at generating novel, innovative ideas. They are often described as having the ability to 'think outside of the box', in strategic ways. They often come up with original, creative solutions to problems.
Logical and Analytical	The capability to think in a logical and analytical manner - Someone who has a strong ability in this area is very rational. They base their decisions on a logical analysis of all the relevant information. They have a well-tuned critical faculty and an ability for understanding mathematical/numerical problems.
Interpersonal Skills	The capacity to build rapport with other people in a positive manner – Someone who has a strong competence in this area has a high level of interpersonal sensitivity and empathy. They are good at building and maintaining harmonious relationships, at resolving interpersonal conflicts and supporting colleagues.
Resilience	The tendency to remain objective and keep control of emotions in the face of criticism - Someone who has a strong competence in this area copes well with pressure and is generally calm and controlled. They have the ability to cope with emotionally charged situations and are unlikely to get flustered, or lose their temper, in such situations.
Persuasiveness	The capacity to convince others of an opinion both verbally and in writing - Someone who has a strong competence in this area is an effective speaker. They are often charismatic and have a strong social presence. They are good at breaking down communication barriers and bringing people round to their point

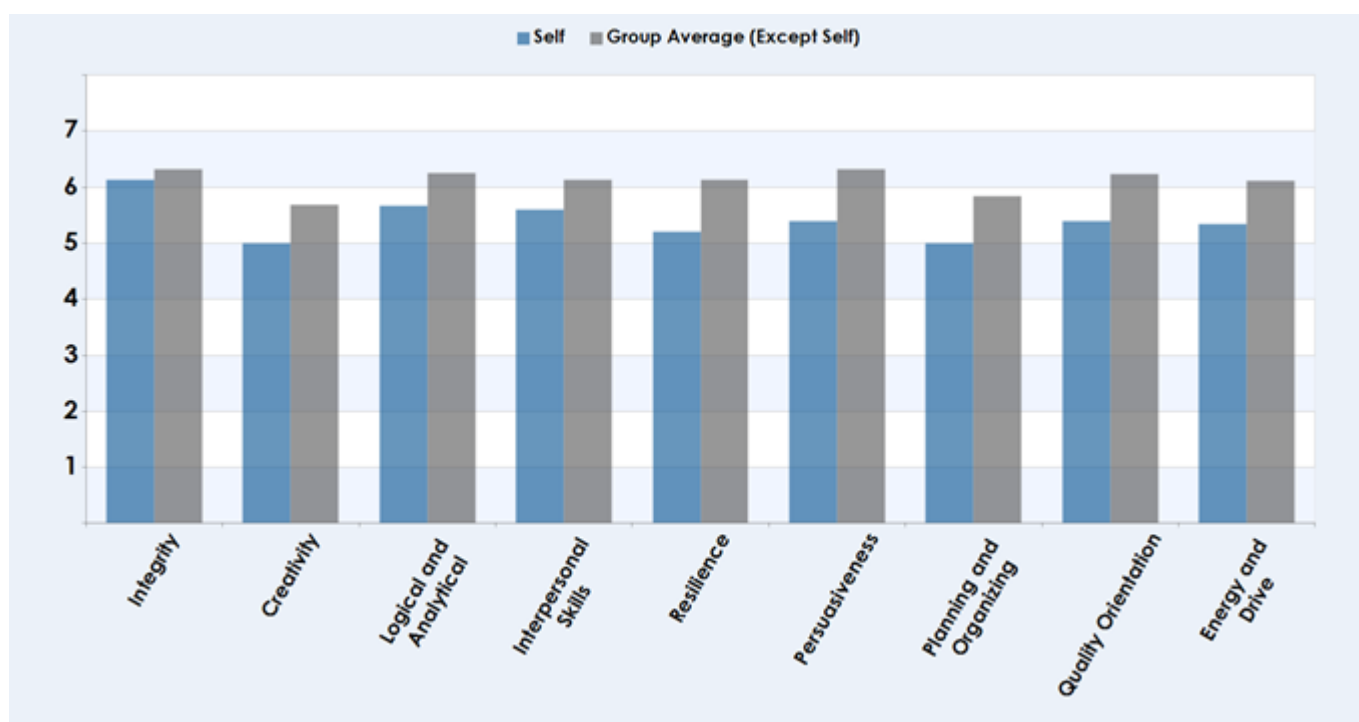
	of view. They communicate clearly and effectively, both face-to-face and in writing.
Planning and organizing	The capacity to effectively organise own and others' work and to plan for all contingencies to ensure optimal outcome - Someone who has a strong competence in this area works within timeframes and delegates work appropriately. They plan workloads and break work down into realistic, achievable sub-goals.
Quality Orientation	The capacity to attend to detail, produce work that is accurate and of a high standard - Someone with this competency has high standards. They attend to detail and are systematic and orderly in their work. They see tasks through to the end and stay focused on one task at a time.
Energy and Drive	The capacity to maintain high levels of drive, energy, and enthusiasm - Someone with this competency has high levels of energy and drive and does not tire easily. They are enthusiastic about their work, self-motivated and committed. They take the initiative and display passion and pride in their work.

Findings

Summary Chart Group Average 2024

The summary below shows the averages of the feedback across all groups comparing the average of the group to the self-rating. These rate consistently between the 5 and 7 scales, suggesting a moderately high to high result. Noted is that Peter rates himself lower than his raters in all categories but not to a degree of suggesting a lack of confidence.

Only 8 of the 9 Peers completed the survey.



Summary Chart Per Role 2024

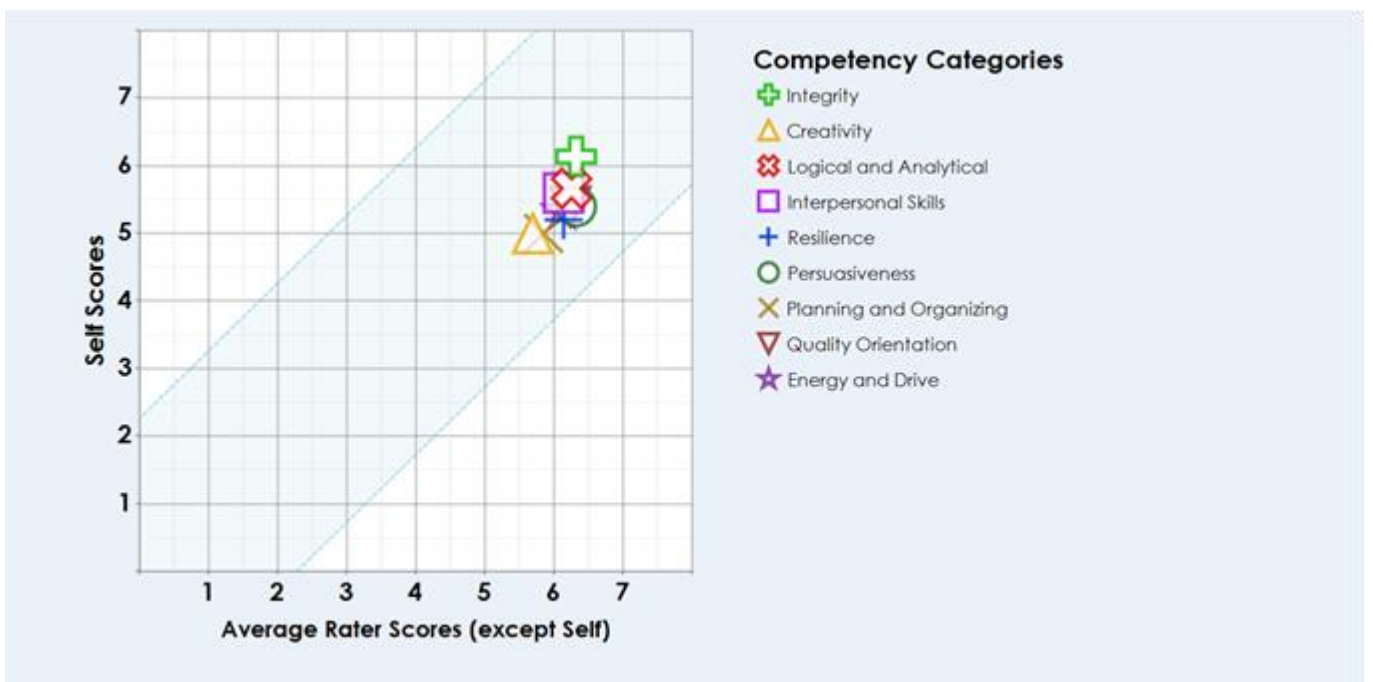
The summary below shows the averages of the feedback across each role comparing the averages between the roles and the rating of self. Whilst the scores across roles are consistently above the 5 point except for creativity which would be a preference style, of note are the high scores by peers and direct reports suggesting a good working relationship between the CEO and the operational teams. Notably the scores for the Mayor are significantly lower than that of the Elected Members (Peers) and Direct Reports but consistent with Peters rating of his own performance.



Perception Gaps 2024

This section of the report focuses specifically on the differences between how you perceive your performance and how others view your performance. Exploring perception gaps is essential for gaining insight into the source for rating discrepancies and how to resolve them.

The scores in this chart indicate the CEO's perception of their own skills are consistent with that of the raters and fall into the upper right quadrant which is consistent with good performance. A future expectation would be to see the scores move higher to the right upper quadrant in the next 12 months.



Recommendations 2024/25

Integrity 2024

accurately appraises personal strengths and weaknesses	Realistic Self-assessment	5.73
accurately appraises limitations in their area(s) of expertise	Realistic Self-assessment	5.73
does not take unnecessary risks	Risk Avoidance	5.73

Monitor

Creativity 2024

focuses on the bigger picture rather than on details	Holistic Thinking	5.47
is a prolific ideas generator	Ideas Generation	5.47
finds novel, inventive solutions to problems	Innovation	5.4
generates new solutions to problems	Innovation	5.4
has many new, radical ideas	Ideas Generation	3.6

Monitor

Action – explore if Peter is getting the opportunity to explore new ideas in terms of time and exposure to new information. Are day to day activities being delegated to others and more opportunity for strategic thinking to problem solving being prioritised.

Logical and Analytical 2024

No recommendations required

Interpersonal Skills 2024

has clear expectations of colleagues/staff	Appropriate Assertion	5.67
accurately anticipates others' reactions to events/situations	Empathic	5.6

Resilience 2024

cope well with stress	Composure	5.73
does not panic in a crisis	Composure	5.73

Monitor

Persuasiveness 2024

No recommendations required

Planning and Organising 2024

effectively breaks work down into achievable sub-goals	Planning	5.67
effectively anticipates problems	Future Orientated	5.47
delegates appropriate levels of work to colleagues/subordinates	Delegation	5.47
delegates work appropriately	Delegation	5.4
happy to delegate work to others	Delegation	5

Monitor

Commercial in Confidence

Quality Orientation 2024

focuses on one task at a time

Task-Focus

4.67

Action – explore delegating day to day tasks and context of multiple tasks. Are there too many things on the plate for a prolonged period of time? If so, are these working styles sustainable for the individual. **Monitor**

Energy and Drive 2024

has the ability to get the best out of people

Motivating

5.67

Monitor

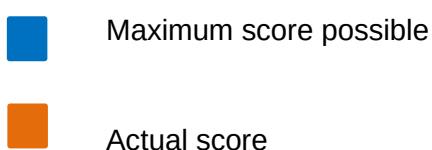
Performance Criteria Results

The performance criteria are reviewed by the members of council and was sent to 10 members including the Mayor. Of the 10 members 9 have completed the review.

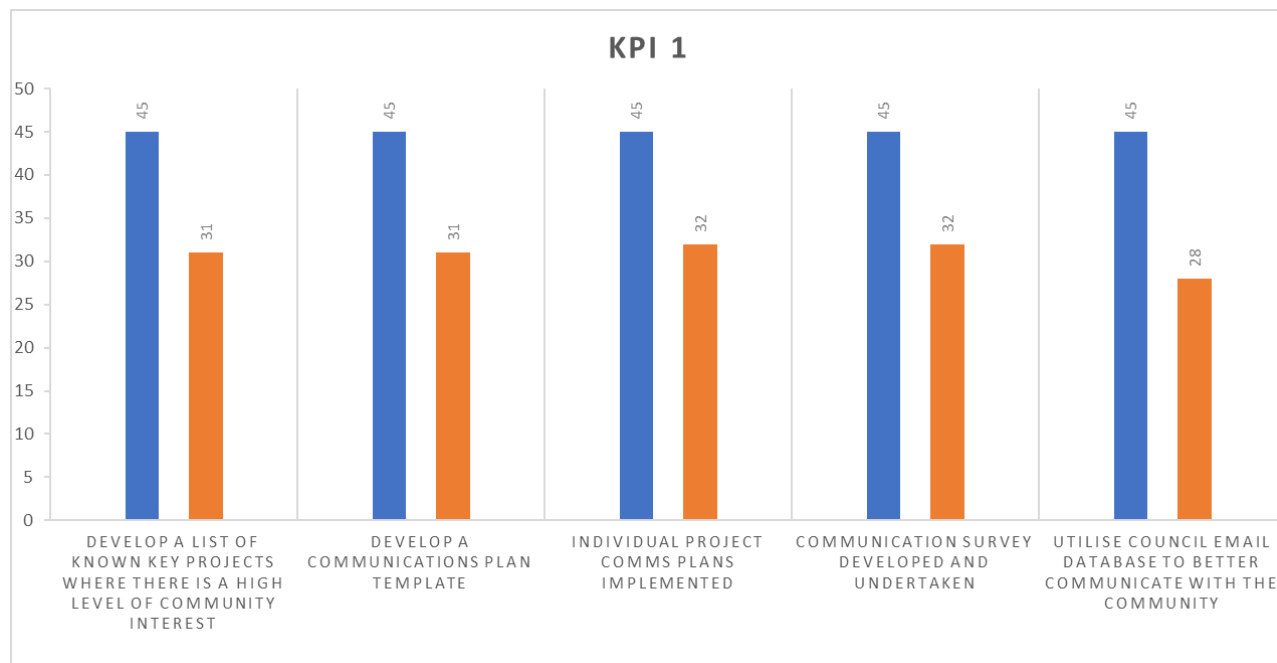
The following charts reflect the results of the elect member rating of the CEO performance against the performance rating scale.

Legend

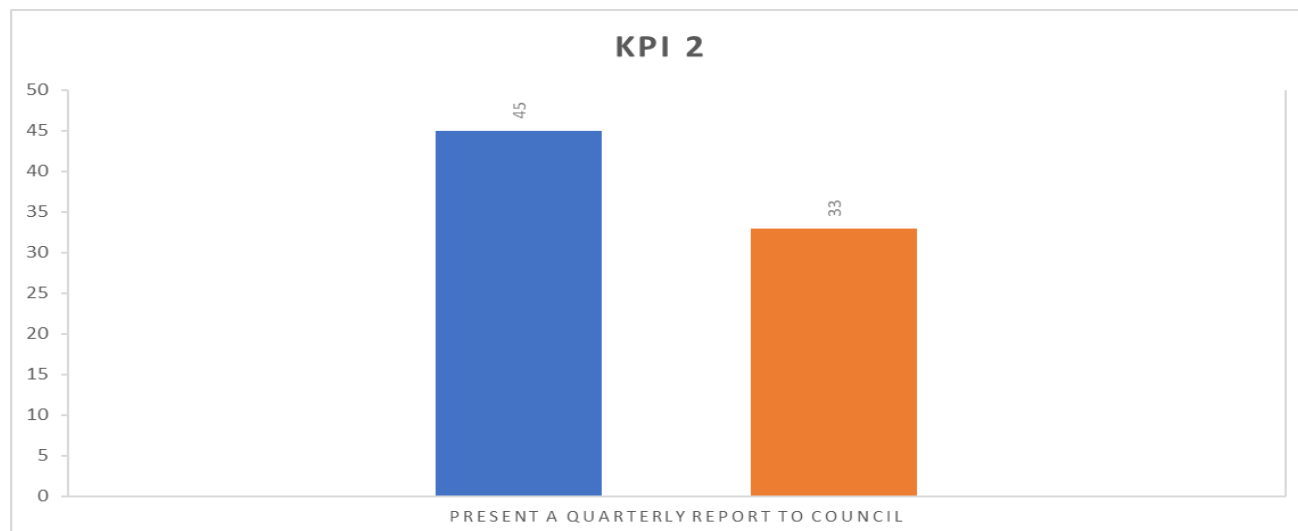
The scores reflect the maximum score achievable, designated in **blue**, as forty-five (45) points derived from the highest score being five (5), by the maximum number of respondents being nine (9).



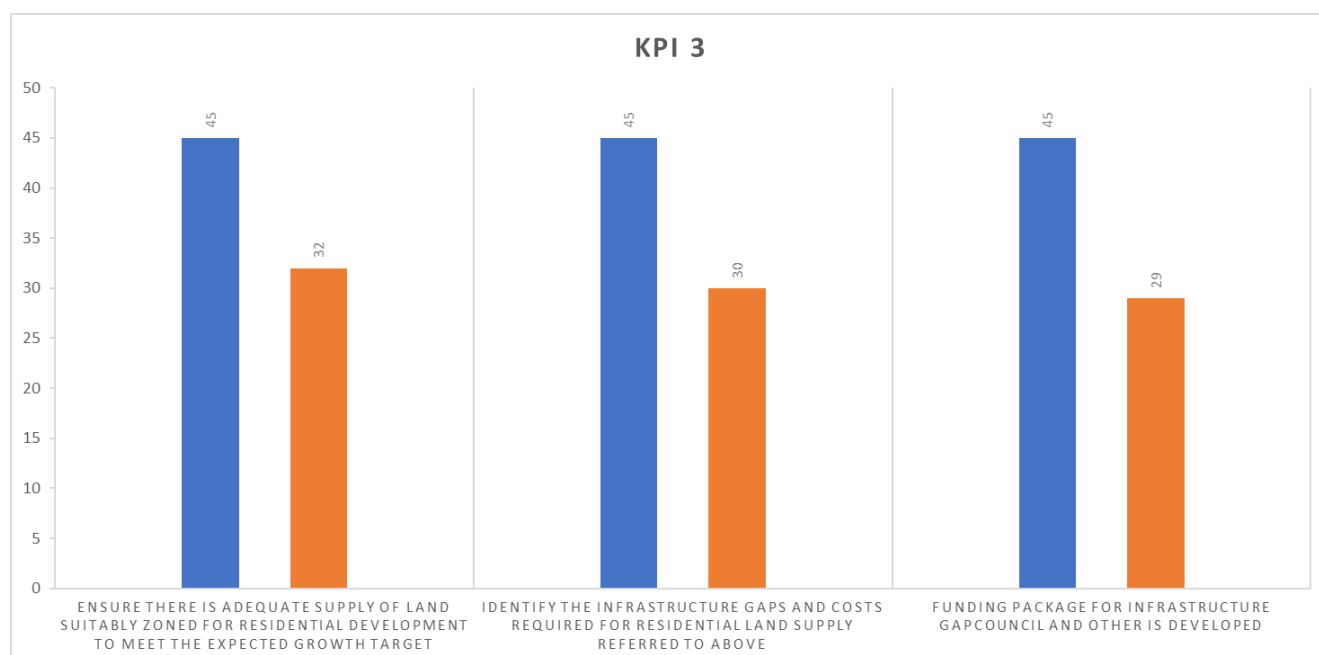
KPI 1 Implement Strategies To Improve Communication And Positively Promote Council Activities



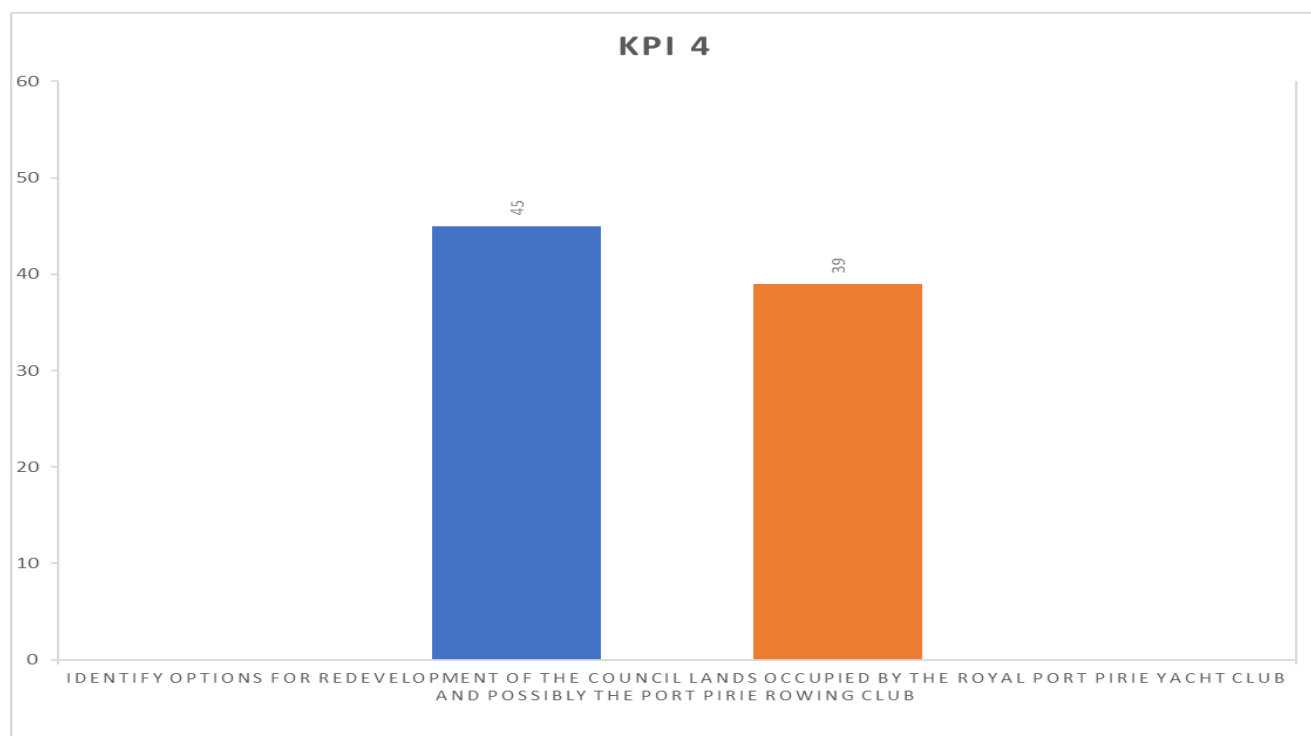
KPI 2 Masterplan Taskforce TLAP Transition



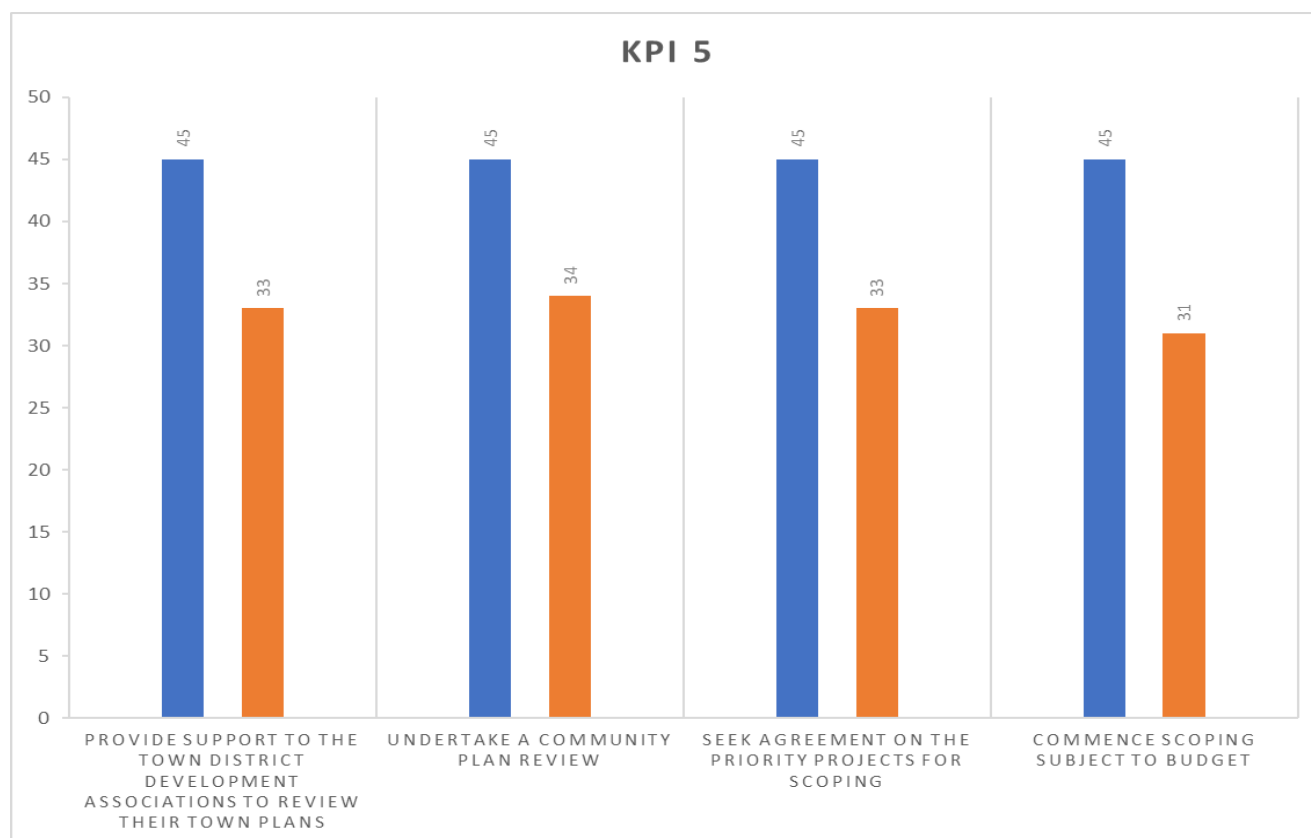
KPI 3 Adequate Housing Land Supply Identify Possible Solutions



KPI 4 Stage2 Riverfront Development

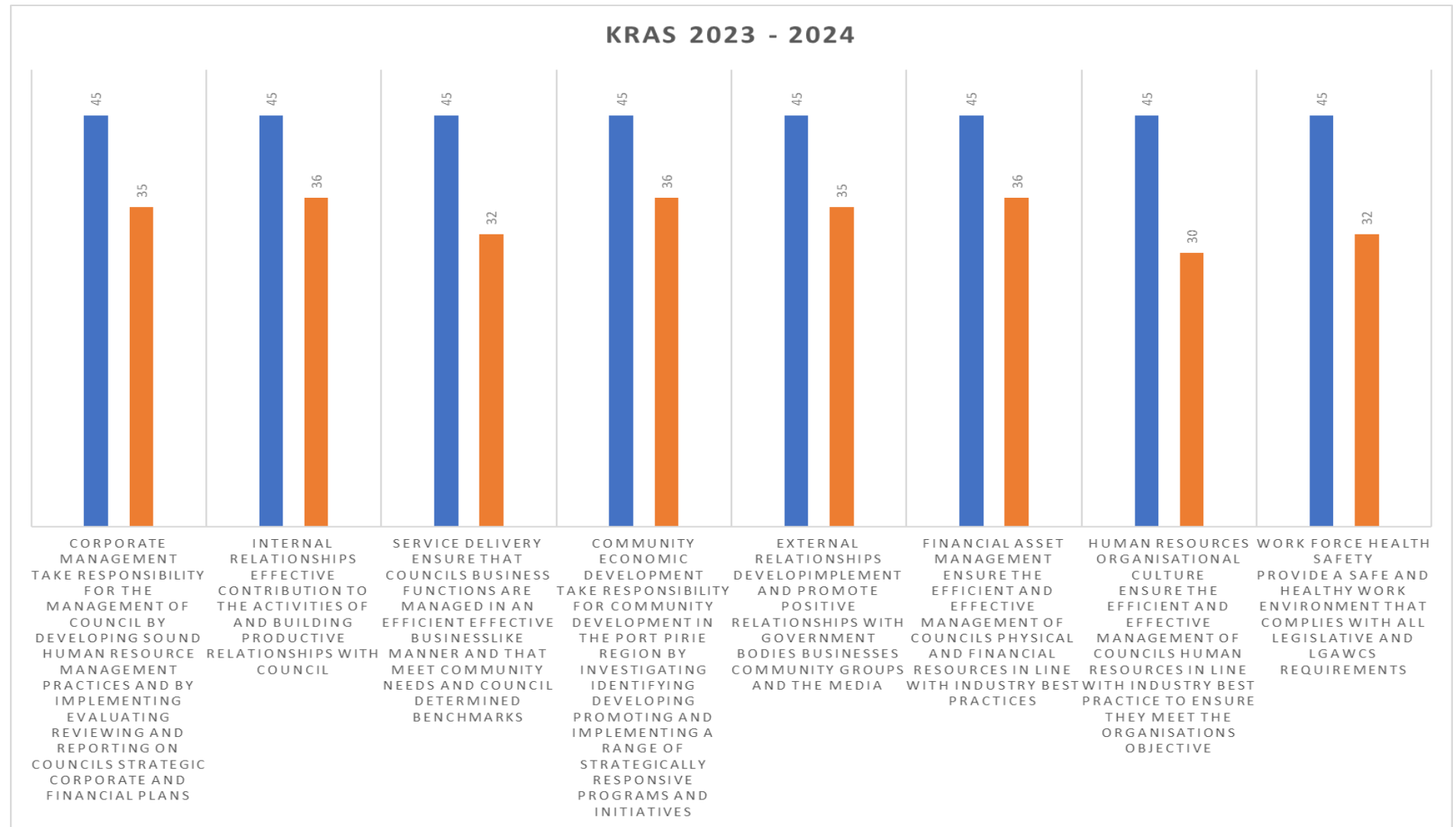


KPI 5 Identify Shovel Ready Projects



Commercial in Confidence

Achievement Of KRAs 2023/2024



Comments Received

I have yet to see any data or information about Work Health and Safety i.e. incidents, near misses, hazards etc and related trends and benchmarks. No information is provided about lost time and Work Cover incidents, costs, compliance with reporting and investigation requirements. Mandatory training compliance not reported on. No evidence to support the health and/or culture of the workplace. No information received about HR practices and whether they align with best practice and/or industry standards.

Performance Rating Scale

The following performance scale has been utilised for the achieving of KPI's.

PERFORMANCE RATING SCALE	
Rating	Definition
5	Exceptional <ul style="list-style-type: none">• A standard of competency / performance / achievement that far exceeds overall requirements.• Ability, initiative, and creativity far beyond the normal requirements for the job.• Achievement and influence go beyond the immediate job.• Behaviour always exemplifies commitment to constructive culture.
4	Highly Commendable <ul style="list-style-type: none">• A standard of competency / performance / achievement that clearly exceeds the overall requirements.• Achievement goes beyond the immediate job.• Looks for opportunities and shows initiative and creativity.• Behaviour consistently demonstrates commitment to constructive cultures and sets an example for others.
3	Competent <ul style="list-style-type: none">• A standard of competency / performance / achievement that meets the requirements.• Developing within the position.• Behaviour demonstrates commitment to constructive culture.
2	Below Required Performance <ul style="list-style-type: none">• A standard of competency / performance / achievement that meets minimum requirements.• Performance improvement is required in some areas (could be new to role).• Behaviour often falls below the expected standards of a constructive approach.
1	Unacceptable <ul style="list-style-type: none">• A standard of competency / performance / achievement that requires significant improvement• Behaviour rarely demonstrates constructive approach.• Performance is below acceptable levels and improvement is essential.

Future Priorities

The following information was collected by survey of the elected members to assist in the determination of the KPI's for the next 12 months. This list will be condensed and agreed to by the CEO review panel for endorsement by council in conjunction with the long term strategic plan.

Corporate

- Implementation of better technology/computing program so that Finance is able to complete their works efficiently, and to a high standard.
- PPRC needs to review the CAFs funding application to see if it can be more user friendly
- Our Leadership
Provide leadership and support to the Redhill, Koolunga, Crystal Brook and Pirie Districts community associations to complete their identified priorities for 2024-25.
- Continue to improve the finance reporting. There have been excellent advances in this area & it appears there's a good team in this dept.
- Complete update to financial reporting system
- Focus on best practise systems and tools for the everyday running of Council. Allow training and upskilling to utilise these systems. Improve staff morale & work on improving staff retention rate
- Reduce carry overs
- PPRC needs to check the financials of groups applying for CAFs funding
- Ensure Directors respond to rate payers phone calls.
- Ensure our financial position continues to improve so our projected future balanced budget in the business plan is achieved.
- Drive unique events rather than repetitive, by having more people on the ground and encouraging community involvement
- Focus on cost cutting and savings where possible with no interruption or loss to services. Seek and listen to all ideas no matter how big or small.

Infrastructure

- Roads, roads & roads.
- Completion of the unsealed road network resheeting program as budgeted for and ongoing maintenance and grading throughout the year. An ongoing issue with ratepayers which needs to be addressed.
- Infrastructure needs to increase the grading maintenance on rural roads
- Ensure the completion of the road resheeting and resealing program as approved at the first 2024-25 FY meeting of the Asset Management Committee.
- Ensure the completion of the road resheeting and resealing program as approved at the first 2024-25 FY meeting of the Asset Management Committee. This may need to be more detailed e.g.: Complete xxx kilometres of sealed and unsealed roads and xxx kms of resheeting. This is a key area of concern for Elected Members and the Community.
- As we've relaxed the demands on the infrastructure dept due to the finalisation of the drought & covid funding grant projects, expect a 100% completion of all projects scheduled for 2024/25
- Delivery what is budgeted on budget, with good communication and respect to constituent
- Complete all current and outstanding projects within this financial year with no carry over to the following year.

- Completion of unfinished projects including pump track, riverfront, leisure centre front garden. The unfinished projects are an ongoing issue with ratepayers.
- Infrastructure needs to improve pothole maintenance in our sealed road network
- Ensure the completion of the Riverbank Precinct Masterplan Stage 1, including artistic elements, on time and on budget.
- Place priority on getting priority projects 'shovel ready' and primed for any grant opportunities that may arise.
- follow closely progress of projects, and delegate
- Focus on road conditions, filling of potholes, grading of unsealed roads etc. Be pro-active rather than re-active.

Operations

- Undertake checks on works completed by contractors making sure that works are completed to a high standard. Is there a policy around this.
- PPRC needs to focus on rural grading and training grader drivers
- Finalise the Bowman Park, Lawrie Park, and Nelshaby Reservoir Masterplans.
- Complete a Health Check culture survey of the organisation and where required, develop strategies for improvement, and key measures of success.
- The tricky task of getting staff to understand that increased productivity and pride in their roles have the most immediate positive impact to our various communities.
- Be more reactive to the use of media and our electronic signage to inform before being defamed
- Look to diversify and provide training on multiple jobs to upskill staff. Also look to enhance skills to reduce the need for contractors for some tasks/jobs.
- Introduce more road maintenance...keeping the grader operating & cleaning up simple potholes etc in the city.
- Communication and time limit around delivery of communication to community.
- Weed maintenance on our roadsides needs to be improved
- Ensure the completion of the greening Port Pirie Program key priority areas for 2024-25: Port Pirie Wetlands Project and the Water Sensitive Urban Design Framework.
- Provide leadership and support to the Redhill, Koolunga, Crystal Brook and Pirie Districts community associations to complete their identified priorities for 2024-25.
- Seriously look at options that aid and encourage diligent working habits (example: stream the activity of the graders) this one simple innovation would largely silence the loudest complaints from the community.
- Work on a happier workforce
- Focus on 100% completion of Customer Requests within timeframes and budget.

Economic

- Cement the developments on wharf area and former Nyrstar camp site.
- Create a plan for the Inclusion Reference Group so there is clear direction for the next 3-5 years including projects, budget and any other importance listed throughout the group. This will help with grant funding and EFY funds to have shovel ready projects that the community wants.
- Planning needs to be less expensive and easier to navigate
- Deliver the Court Sports Precinct Master Plan including a high-level cost estimate.

Commercial in Confidence

- Finalise the Bowman Park, Lawrie Park, and Nelshaby Reservoir Masterplans.
- Foster positive relationships with State & Federal govt to maximise green/renewable opportunities that are being encouraged in our region. Be more inwardly focussed so that our region is pushed forward to benefit. It's great for the region if OUR region is primarily benefitted, not just reaping side benefits for developments in other areas.
- Look to enhance some of our assets to return benefit back to community
- Finalise the Southern Drainage Scheme to allow more housing development in the area.
- Implementation of masterplan of Sustainability hub at waste transfer station. With the cost of living at an all-time high this should be of huge importance to help the community to recycle, reuse and reduce waste in a cost-effective way.
- Vacant land around the towns needs to be easier to access for developers
- Finalise negotiations with landholders that are identified stakeholders in the development of the Southwest Drain and overall Drainage scheme in an attempt to unlock further residential development in the medium and long term.
- Finalise negotiations with landholders that are identified stakeholders in the development of the Southwest Drain and overall Drainage scheme in an attempt to unlock further residential development in the medium and long term.
- Land releases are still a priority, however, also working with Business Port Pirie to find a way to make Port Pirie a destination regional area for young graduates, and they are exposed to reasons to make our region a place they consider living long term
- Deliver trails and linkage to the Southern Flinders Ranges
- Look to attract and hold bigger and better community and sporting events throughout the area.

Futures

- Completion of the Heritage tourist trail (tourism)
- The greening program needs to be expanded into rural areas
- Ensure the completion of the footpath renewal and replacement program, including the works in partnership with TLAP.
- Ensure the completion of the greening Port Pirie Program key priority areas for 2024-25: Port Pirie Wetlands Project and the Water Sensitive Urban Design Framework.
- Tourism - I think we need a broader view of our offering. We are currently very bits & pieces and not very well coordinated. We're missing opportunities in this area.
- Complete QR code trail around city to highlight our strengths
- Finalise the Fishermans Jetty upgrades in line with the development of the Yacht Club.
- Tourism - ice skating rink for Winter Fest will be a huge drawcard.
Promotion of bush walks - they're free & we have a few good ones.
- Masterplans for Bowman Park, Lawrie Park and Nelshaby Reservoir to be addressed (tourism)
- PPRC should encourage access to meetings with digital options
- Make our community proud to live here.
- Deliver the Court Sports Precinct Master Plan including a high-level cost estimate.
- gear up the greening program, to encourage more community inclusion to increase impact on what is being done
- Look to expand and promote more caravan and free camping in the area to increase tourism numbers. Expand Lawrie Park and upgrade of the BBQ area there would be a great start.

Cr Hopgood returned to the meeting at 7.13pm.

16.2 SOUTH WEST DRAINAGE SCHEME - UPDATE

RESOLUTION OM310/24

MOVED CR CONNOR

SECONDED CR PETAGNA

Pursuant to Section 90(2) of the Local Government Act 1999, the Council orders that all members of the public with the exception of P Ackland, Chief Executive Officer; K Johnson, Director Infrastructure and K Carmody, Executive Assistant be excluded from attendance at the meeting for Agenda Item 16.2 South West Drainage Scheme - Update.

The Council is satisfied that, pursuant to Section 90(3)(b) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is information the disclosure of which could reasonably be expected to confer a commercial advantage on a person or persons with whom the Council is proposing to conduct business with and would prejudice the commercial position of the Council.

The disclosure of this information would, on balance, be contrary to the public interest because the public interest in the Council preserving its negotiation position and obtaining best value for money for its community would be compromised.

Accordingly, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

CARRIED

RESOLUTION OM311/24

MOVED CR KEAIN

SECONDED CR JOYCE

That the report be received and noted.

CARRIED

RESOLUTION OM312/24

MOVED CR GULIN

SECONDED CR PETAGNA

Pursuant to Section 91(7) of the Local Government Act 1999, the Council orders that agenda reports, related attachments, discussion and minutes relating to Agenda Item 16.2 South West Drainage Scheme - Update shall be kept confidential, being documents relating to a matter dealt with by the Council on a confidential basis under Sections 90(2) and 90(3)(b) of the Act.

This order shall operate until the matter has been finalised or until further order of the Council.

Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.

Council notes, in accordance with Section 91(9)(a) of the Local Government Act 1999, this order will be reviewed at least once in every year.

CARRIED

MAYOR

16.4 MATERIAL SUPPLY & HAULAGE FOR RESHEETING PROGRAM**RESOLUTION OM316/24****MOVED CR JOYCE****SECONDED CR PETAGNA**

Pursuant to Section 90(2) & (3)(k) of the Local Government Act 1999, the Council orders that the public, with the exception of P Ackland, Chief Executive Officer; K Johnson, Director Infrastructure and K Carmody, Executive Assistant, be excluded from attendance at that part of this meeting relating to Agenda Item 16.4 Material Supply & Haulage for Resheeting Program to enable the Council to consider Item 16.4 in confidence on the basis the Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to Item 16.4 which is tenders for the supply of goods, the provision of services or the carrying out of works, the disclosure of which would be unreasonable information being the supply and haulage of material for the resheeting program.

Accordingly, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

CARRIED**RESOLUTION OM317/24****MOVED CR JACKSON****SECONDED CR KEAIN****That Council:**

- award a contract to S C Heinrich & Co Pty Ltd for the supply and haulage of rubble to Kirchner Road for a value up to \$235,000 excluding GST;
- waive the application of Council's Procurement Policy as per Clause 9.2 and approve the single sourcing of S C Heinrich & Co Pty Ltd for supply and haulage of rubble to Kirchner Road due to matching the same rates that were previously successful in the last tendering process;
- delegate authority to the Chief Executive Officer to negotiate variations up to a total of 10% of the contract sum; and
- note the required timeframe from Pacific Blue to meet the timing of the Dilapidation Report for the Clements Gap BESS project.

CARRIED**RESOLUTION OM318/24****MOVED CR HOPGOOD****SECONDED CR JACKSON**

Pursuant to Section 91(7) of the Local Government Act 1999, the Council orders that the agenda reports, related attachments, discussion and minutes relating to Agenda Item 16.4 Material Supply & Haulage for Resheeting Program shall be kept confidential, being documents relating to a matter dealt with by the Council on a confidential basis under Sections 90(2) and (3)(k) of the Act on the grounds that the documents relate to tenders for the supply of goods, the provision of services or the carrying out of works being information relating to the supply and haulage of material for the resheeting program.

This order shall operate for a period of six (6) months or until the execution of a contract.

Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.

CARRIED

MAYOR

Pursuant to Section 120(1) of the Local Government Act 1999 CEO P Ackland declared an interest in item 16.5 Chief Executive Officer Performance Review Committee Meeting held 20 August 2024 in that he is the subject of this Committee and left the meeting at 7.18pm.

**16.5 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE MEETING
HELD 20 AUGUST 2024**

RESOLUTION OM319/24

MOVED CR ZUBRINICH SECONDED CR JOYCE

Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Council orders that the public, with the exception of K Carmody, Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 16.5 Chief Executive Officer Performance Review Committee Meeting held 20 August 2024 to enable the Council to consider Item 16.5 in confidence on the basis the Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information relating to Item 16.5:

- information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable

being information relating to the Chief Executive Officer, which is sensitive as details of his performance will be discussed.

Accordingly, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

CARRIED

RESOLUTION OM320/24

MOVED CR ZUBRINICH SECONDED CR GULIN

That the minutes of the CEO Performance Review Committee held on 20 August 2024 be received.

CARRIED

RESOLUTION OM321/24

MOVED CR PETAGNA SECONDED CR KEAIN

That:

- Council receive and note the CEO Performance Appraisal Report 2023/24 (Draft) provided by Albrighton Consulting; and
- the CEO Performance Review Committee continue with the process of reviewing the CEO's KPIs for 2024/25 and his remuneration package given the Performance Appraisal has been completed and report back to the next Ordinary meeting of Council.

CARRIED

RESOLUTION OM322/24**MOVED CR JACKSON****SECONDED CR PETAGNA**

Pursuant to Section 91(7) of the Local Government Act 1999, the Council orders that the agenda reports, attachments, discussion and minutes relating to Agenda Item 16.5 Chief Executive Officer Performance Review Committee Meeting held 20 August 2024 shall be kept confidential, being documents relating to a matter dealt with by the Council on a confidential basis under Sections 90(2) and (3)(a) of the Act on the grounds that the documents relate to information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable, being information relating to the Chief Executive Officer which is sensitive as details of his performance will be discussed.

This order shall operate for a period of six (6) months or until the process has been finalised.

Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.

CARRIED

MAYOR

MEMBERS OF CEO PERFORMANCE REVIEW COMMITTEE

Mayor L Stephens, Deputy Mayor Cr K Jackson and
Crs A Zubrinich (Chair) and L Peters



Council Officers

Peter Ackland, Chief Executive Officer
Kate Carmody, Executive Assistant (Minutes)

Notice is hereby given that a **CEO Performance Review Committee Special Meeting** will be held on **Wednesday, 11 September 2024 at 5.00pm** in the Mayor's Office, Port Pirie Regional Council Administration Office, 115 Ellen Street, Port Pirie.

Peter Ackland
CHIEF EXECUTIVE OFFICER
19 August 2024

A G E N D A

ACKNOWLEDGEMENT

We acknowledge and respect the traditional custodians whose ancestral lands we are meeting upon here today.

We pay tribute to those who have served and continue to serve this great country, we pay tribute to our first responders and recognise the multicultural community that makes this region so unique.

1.0 ATTENDANCE:

- 1.1 Present
- 1.2 Apologies
- 1.3 Leave of Absence
- 1.4 Non-Attendance

2.0 CONFIRMATION OF MINUTES:

- 2.1 CEO Performance Review Committee Special Meeting 20 August 2024

MOVED

SECONDED

That the Minutes of the CEO Performance Review Committee Special meeting held on 20 August 2024 be received and confirmed.

3.0 MATTERS ARISING FROM MINUTES:

4.0 DECLARATIONS OF INTERESTS:

5.0 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY:

- 5.1 Consideration of CEO's Remuneration
Pursuant to Section 90(3)(a)

MOVED

SECONDED

Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of K Carmody, Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Consideration of CEO's Remuneration to enable the Committee to consider Item 5.1 in

confidence on the basis the Committee considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information relating to Item 5.1:

- information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable

being information relating to the Chief Executive Officer, which is sensitive as details of his performance will be discussed.

Accordingly, on this basis, the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

Section 91(7) Order

MOVED

SECONDED

Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the agenda reports, attachments, discussion and minutes relating to Agenda Item 5.1 Consideration of CEO's Remuneration shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Sections 90(2) and (3)(a) of the Act on the grounds that the documents relate to information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable, being information relating to the Chief Executive Officer which is sensitive as details of his performance will be discussed.

This order shall operate for a period of six (6) months or until the process has been finalised.

Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.

5.2 Consideration of CEO's KPIs for 2024/25

Pursuant to Section 90(3)(a)

MOVED

SECONDED

Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of K Carmody, Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Consideration of CEO's KPIs for 2024/25 to enable the Committee to consider Item 5.1 in confidence on the basis the Committee considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information relating to Item 5.1:

- information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable

being information relating to the Chief Executive Officer, which is sensitive as details of his performance will be discussed.

Accordingly, on this basis, the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

Section 91(7) Order

MOVED

SECONDED

Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the agenda reports, attachments, discussion and minutes relating to Agenda Item 5.1 Consideration of CEO's KPIs for 2024/25 shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Sections 90(2) and (3)(a) of the Act on the grounds that the documents relate to information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable, being information relating to the Chief Executive Officer which is sensitive as details of his performance will be discussed.

This order shall operate for a period of six (6) months or until the process has been finalised.

Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.

6.0 NEXT MEETING:

7.0 CLOSURE:



Our Organisation – Our Values

Every Port Pirie Regional Council employee carries the responsibility of working towards achieving a continuing, measurable improvement in our workplace culture.

This will be achieved through upholding Port Pirie Regional Council values by:

Doing the Right Thing

Accountability

Council acts on behalf of the communities of Port Pirie Regional Council and accepts accountability for its decisions and actions.

Honesty, Integrity and Transparency

Council will strive to be valued and trusted by the community through its actions and open and honest communication.

Ethical Behaviour and Good Governance

Council values ethical conduct and employs principles of good governance

Deliver Services that Meet the Needs of our Community

Service Delivery Excellence

Council will ensure that its services meet quality, cost and efficiency standards; are accessible and are responsive to the needs of the community.

Together we Achieve More

Team Work and Professionalism

Council values a cohesive team approach with the administration and elected members working together to lead the region forward with appropriate skills, knowledge and experience.

Inclusivity

Council acts on behalf of all residents and ratepayers. We value the community and will treat all people with dignity, respect and equity.

MINUTES OF THE CEO PERFORMANCE REVIEW COMMITTEE SPECIAL MEETING HELD ON TUESDAY 20 AUGUST 2024 AT 5.34PM IN THE COUNCIL CHAMBERS, PORT PIRIE REGIONAL COUNCIL ADMINISTRATION CENTRE, 115 ELLEN STREET, PORT PIRIE.



ACKNOWLEDGEMENT

We acknowledge and respect the traditional custodians whose ancestral lands we are meeting upon here today.

We pay tribute to those who have served and continue to serve this great country, we pay tribute to our first responders and recognise the multicultural community that makes this region so unique.

1.0 ATTENDANCE:

1.1 Present

His Worship the Mayor L Stephens, Cr A Zubrinich (Chairperson), Deputy Mayor Cr K Jackson and Cr L Peters

Kate Carmody, Executive Assistant (Minutes)

Invited Guest

Deirdre Albrighton, Albrighton Consulting

1.2 Apologies

Nil

1.3 Leave of Absence

Nil

1.4 Non-Attendance

Nil

2.0 CONFIRMATION OF MINUTES:

4.1 CEO Performance Review Committee Meeting 10 July 2024

MOVED Mayor Stephens SECONDED Cr Peters

CE16/24 That the Minutes of the CEO Performance Review Committee meeting held on 10 July 2024 be received and confirmed.

CARRIED

3.0 MATTERS ARISING FROM MINUTES: Nil

4.0 DECLARATION OF INTERESTS: Nil

5.0 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY:

5.1 Chief Executive Officer Performance Review 2023/24 – Draft Performance Appraisal Report Pursuant to Section 90(3)(a)

MOVED Mayor Stephens SECONDED Cr Peters

CE17/24 Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of K Carmody, Executive Assistant and Deirdre Albrighton, Albrighton Consulting be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Chief Executive Officer Performance Review 2023/24 – Draft Performance Appraisal Report to enable the Committee to consider Item 5.1 in confidence on the basis the Committee considers it necessary and appropriate to act in a meeting closed to the public

(excepting those persons listed above) in order to receive, discuss or consider in confidence the following information relating to Item 5.1:

- information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable

being information relating to the Chief Executive Officer, which is sensitive as details of his performance will be discussed.

Accordingly, on this basis, the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

CARRIED

CE18/24 **MOVED Cr Peters** **SECONDED Cr Jackson**
That the draft Performance Appraisal Report from Albrighton Consulting be considered by Council at the next Ordinary meeting.

CARRIED

Section 91(7) Order

CE19/24 **MOVED Mayor Stephens** **SECONDED Cr Peters**
Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the agenda reports, attachments, discussion and minutes relating to Agenda Item 5.1 Chief Executive Officer Performance Review 2023/24 – Draft Performance Appraisal Report shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Sections 90(2) and (3)(a) of the Act on the grounds that the documents relate to information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable, being information relating to the Chief Executive Officer which is sensitive as details of his performance will be discussed.

This order shall operate for a period of six (6) months or until the process has been finalised.

Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.

CARRIED

6.0 NEXT MEETING: 9 October 2024 at 5.00pm

7.0 CLOSURE: 6.58pm

CHAIR

From: Deirdre Albrighton <admin@albrightonconsulting.com.au>
Sent: Tuesday, September 3, 2024 5:39 PM
To: Alan Zubrinich <azubrinich@pirie.sa.gov.au>
Cc: Kate Carmody <kcarmody@pirie.sa.gov.au>; Mayor <mayor@pirie.sa.gov.au>
Subject: KPI Feedback and review

Hi Alan

Attached is the rundown of the KPI feedback received from the elected members. I have highlighted the ones that are of note and strategic.

A few things to note. Clearly a big focus on Roads and Infrastructure, Tourism and the finance reporting systems.

A focus on Communication seems to be coming through. Is there a communication strategy with the public? If not this could be a review of the customer service approach and or communication with communities.

Resurfacing of roads factors in your asset plan but maybe the way it is communicated isn't clear to elected members as the website has a clear detail of what is on the schedule and for when. Does this often go over the time frame? Not sure but it was raised a few times about communication and customer service responses.

I would have a chat with Peter regarding the comments as some of these maybe issues he is already addressing, such as communication and try to break down any projects into achievements over the 12 months as some of the items would span more than one year.

Please give me a call if you need to chat through anything.

Regards

De

Deirdre Albrighton

Albrighton Consulting

PO Box 73 Seaford, 5169, SA

www.albrightonconsulting.com.au

0422123774

Corporate

- Implementation of better technology/computing program so that Finance is able to complete their works efficiently, and to a high standard.
- PPRC needs to review the CAFs funding application to see if it can be more user friendly
- Our Leadership
Provide leadership and support to the Redhill, Koolunga, Crystal Brook and Pirie Districts community associations to complete their identified priorities for 2024-25.
- Continue to improve the finance reporting. There have been excellent advances in this area & it appears there's a good team in this dept.
- Complete update to financial reporting system
- Focus on best practise systems and tools for the everyday running of Council. Allow training and upskilling to utilise these systems. Improve staff morale & work on improving staff retention rate
- Reduce carry overs
- PPRC needs to check the financials of groups applying for CAFs funding
- Ensure Directors respond to rate payers phone calls.
- Ensure our financial position continues to improve so our projected future balanced budget in the business plan is achieved.
- Drive unique events rather than repetitive, by having more people on the ground and encouraging community involvement
- Focus on cost cutting and savings where possible with no interruption or loss to services. Seek and listen to all ideas no matter how big or small.
- Operations, Governance? Is there a specific issue with payments on time or is the software fit for purpose?
- Targets for 2024/2025?
- Comment
- Workplace Culture?
- Governance
- Communication Strategy
- Governance
- Arts and Culture
- Comment

Infrastructure

- Roads, roads & roads.
- Completion of the unsealed road network resheeting program as budgeted for and ongoing maintenance and grading throughout the year. An ongoing issue with ratepayers which needs to be addressed.
- Strategic Asset Management Plan
- Strategic Asset Management Plan

- | | |
|---|---|
| <ul style="list-style-type: none"> • Infrastructure needs to increase the grading maintenance on rural roads • Ensure the completion of the road resheeting and resealing program as approved at the first 2024-25 FY meeting of the Asset Management Committee. • Ensure the completion of the road resheeting and resealing program as approved at the first 2024-25 FY meeting of the Asset Management Committee. This may need to be more detailed e.g.: Complete xxx kilometres of sealed and unsealed roads and xxx kms of resheeting. This is a key area of concern for Elected Members and the Community. • As we've relaxed the demands on the infrastructure dept due to the finalisation of the drought & covid funding grant projects, expect a 100% completion of all projects scheduled for 2024/25 • Delivery what is budgeted on budget, with good communication and respect to constituent • Complete all current and outstanding projects within this financial year with no carry over to the following year. • Completion of unfinished projects including pump track, riverfront, leisure centre front garden. The unfinished projects are an ongoing issue with ratepayers. • Infrastructure needs to improve pothole maintenance in our sealed road network • Ensure the completion of the Riverbank Precinct Masterplan Stage 1, including artistic elements, on time and on budget. • Place priority on getting priority projects 'shovel ready' and primed for any grant opportunities that may arise. • follow closely progress of projects, and delegate • Focus on road conditions, filling of potholes, grading of unsealed roads etc. Be pro-active rather than re-active. | <ul style="list-style-type: none"> • Strategic Asset Management Plan then needs to be revised and extra budget allocated. • Targets for 2024/2025?
 • Strategic Asset Management Plan.
 • Comment
 • Comment • Comment
 • Set targets for completion in the coming year.
 • In what way? • Targets for 2024/2025?
 • Comment
 • Comment • Targets for 2024/2025? |
|---|---|

Operations

- | | |
|--|---|
| <ul style="list-style-type: none"> • Undertake checks on works completed by contractors making sure that works are completed to a high standard. Is there a policy around this. • PPRC needs to focus on rural grading and training grader drivers • Finalise the Bowman Park, Lawrie Park, and Nelshaby Reservoir Masterplans. | <ul style="list-style-type: none"> • Audit and Risk Committee and Prudential management • Comment
 • Targets for 2024/2025? |
|--|---|

- | | |
|--|--|
| <ul style="list-style-type: none"> • Complete a Health Check culture survey of the organisation and where required, develop strategies for improvement, and key measures of success. | <ul style="list-style-type: none"> • Targets for 2024/2025? |
| <ul style="list-style-type: none"> • The tricky task of getting staff to understand that increased productivity and pride in their roles have the most immediate positive impact to our various communities. | <ul style="list-style-type: none"> • Comment |
| <ul style="list-style-type: none"> • Be more reactive to the use of media and our electronic signage to inform before being defamed | <ul style="list-style-type: none"> • Comment |
| <ul style="list-style-type: none"> • Look to diversify and provide training on multiple jobs to upskill staff. Also look to enhance skills to reduce the need for contractors for some tasks/jobs. | <ul style="list-style-type: none"> • Comment |
| <ul style="list-style-type: none"> • Introduce more road maintenance...keeping the grader operating & cleaning up simple potholes etc in the city. | <ul style="list-style-type: none"> • Changing the Strategic Asset management Plan and increasing budget allocation? |
| <ul style="list-style-type: none"> • Communication and time limit around delivery of communication to community. | <ul style="list-style-type: none"> • Comment |
| <ul style="list-style-type: none"> • Weed maintenance on our roadsides needs to be improved | <ul style="list-style-type: none"> • Comment |
| <ul style="list-style-type: none"> • Ensure the completion of the greening Port Pirie Program key priority areas for 2024-25: Port Pirie Wetlands Project and the Water Sensitive Urban Design Framework. | <ul style="list-style-type: none"> • Targets for 2024/2025? |
| <ul style="list-style-type: none"> • Provide leadership and support to the Redhill, Koolunga, Crystal Brook and Pirie Districts community associations to complete their identified priorities for 2024-25. | <ul style="list-style-type: none"> • Targets for 2024/2025? |
| <ul style="list-style-type: none"> • Seriously look at options that aid and encourage diligent working habits (example: stream the activity of the graders) this one simple innovation would largely silence the loudest complaints from the community. | <ul style="list-style-type: none"> • Comment |
| <ul style="list-style-type: none"> • Work on a happier workforce | <ul style="list-style-type: none"> • Comment |
| <ul style="list-style-type: none"> • Focus on 100% completion of Customer Requests within timeframes and budget. | <ul style="list-style-type: none"> • Realistically? |

Economic

- | | |
|---|--|
| <ul style="list-style-type: none"> • Cement the developments on wharf area and former Nyrrstar camp site. | |
| <ul style="list-style-type: none"> • Create a plan for the Inclusion Reference Group so there is clear direction for the next 3-5 years including projects, budget and any other importance listed throughout the group. This will help with grant funding and EFY funds to have shovel ready projects that the community wants. | <ul style="list-style-type: none"> • Targets for 2024/2025? |
| <ul style="list-style-type: none"> • Planning needs to be less expensive and easier to navigate | <ul style="list-style-type: none"> • Comment |

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|--|--------------------------|
| • Deliver the Court Sports Precinct Master Plan including a high-level cost estimate. | • Targets for 2024/2025? |
| • Finalise the Bowman Park, Lawrie Park, and Nelshaby Reservoir Masterplans. | • Targets for 2024/2025? |
| • Foster positive relationships with State & Federal govt to maximise green/renewable opportunities that are being encouraged in our region. Be more inwardly focussed so that our region is pushed forward to benefit. It's great for the region if OUR region is primarily benefitted, not just reaping side benefits for developments in other areas. | • Comment |
| • Look to enhance some of our assets to return benefit back to community | • Comment |
| • Finalise the Southern Drainage Scheme to allow more housing development in the area. | • Targets for 2024/2025? |
| • Implementation of masterplan of Sustainability hub at waste transfer station. With the cost of living at an all-time high this should be of huge importance to help the community to recycle, reuse and reduce waste in a cost-effective way. | • Targets for 2024/2025? |
| • Vacant land around the towns needs to be easier to access for developers | • Comment |
| • Finalise negotiations with landholders that are identified stakeholders in the development of the Southwest Drain and overall Drainage scheme in an attempt to unlock further residential development in the medium and long term. | • Targets for 2024/2025? |
| • Land releases are still a priority, however, also working with Business Port Pirie to find a way to make Port Pirie a destination regional area for young graduates, and they are exposed to reasons to make our region a place they consider living long term | • Comment |
| • Deliver trails and linkage to the Southern Flinders Ranges | • Tourism and Attraction |
| • Look to attract and hold bigger and better community and sporting events throughout the area. | • Tourism and Attraction |

Futures

- | | |
|--|--------------------------|
| • Completion of the Heritage tourist trail (tourism) | • Tourism and Attraction |
| • The greening program needs to be expanded into rural areas | • Comment |
| • Ensure the completion of the footpath renewal and replacement program, including the works in partnership with TLAP. | • Targets for 2024/2025? |
| • Ensure the completion of the greening Port Pirie Program key priority areas for 2024-25: Port Pirie Wetlands Project and the Water Sensitive Urban Design Framework. | • Targets for 2024/2025? |

- | | |
|--|--|
| <ul style="list-style-type: none"> • Tourism - I think we need a broader view of our offering. We are currently very bits & pieces and not very well coordinated. We're missing opportunities in this area. | <ul style="list-style-type: none"> • Comment |
| <ul style="list-style-type: none"> • Complete QR code trail around city to highlight our strengths | <ul style="list-style-type: none"> • Tourism and Attraction |
| <ul style="list-style-type: none"> • Finalise the Fishermans Jetty upgrades in line with the development of the Yacht Club. | <ul style="list-style-type: none"> • Targets for 2024/2025? |
| <ul style="list-style-type: none"> • Tourism - ice skating rink for Winter Fest will be a huge drawcard.
Promotion of bush walks - they're free & we have a few good ones. | <ul style="list-style-type: none"> • Tourism and Attraction |
| <ul style="list-style-type: none"> • Masterplans for Bowman Park, Lawrie Park and Nelshaby Reservoir to be addressed (tourism) | <ul style="list-style-type: none"> • Targets for 2024/2025? |
| <ul style="list-style-type: none"> • PPRC should encourage access to meetings with digital options | <ul style="list-style-type: none"> • Comment |
| <ul style="list-style-type: none"> • Make our community proud to live here. | <ul style="list-style-type: none"> • Comment |
| <ul style="list-style-type: none"> • Deliver the Court Sports Precinct Master Plan including a high-level cost estimate. | <ul style="list-style-type: none"> • Targets for 2024/2025? |
| <ul style="list-style-type: none"> • gear up the greening program, to encourage more community inclusion to increase impact on what is being done | <ul style="list-style-type: none"> • Targets for 2024/2025? |
| <ul style="list-style-type: none"> • Look to expand and promote more caravan and free camping in the area to increase tourism numbers. Expand Lawrie Park and upgrade of the BBQ area there would be a great start. | <ul style="list-style-type: none"> • Targets for 2024/2025? |

From: Mayor <mayor@pirie.sa.gov.au>

Sent: Tuesday, August 20, 2024 5:14 PM

To: Alan Zubrinich <azubrinich@pirie.sa.gov.au>; Kendall Jackson <kjackson@pirie.sa.gov.au>;
Leeanne Peters <lpeters@pirie.sa.gov.au>

Cc: Mayor <mayor@pirie.sa.gov.au>

Subject: KPI PPRC

1. **Leadership and Direction:** Assessing the clarity of the organization's vision, mission, and strategic goals.
2. **Culture and Engagement:** Evaluating employee morale, engagement, and alignment with the organization's values.
3. **Structure and Processes:** Reviewing the efficiency of organizational structures, workflows, and processes.
4. **Performance and Productivity:** Measuring overall performance metrics and productivity levels.
5. **Innovation and Adaptability:** Checking the organization's ability to innovate and adapt to changes in the market.
6. **Customer Focus:** Assessing how well the organization understands and meets customer needs.
7. **Financial Health:** Reviewing financial stability, profitability, and resource allocation.
8. **Technology and Tools:** Evaluating the effectiveness and integration of technology and tools used within the organization.

CEO KPI's'25/26

Due 30/6/26

KRA's

- Our community
 - Finalise the Bowman Park, Lawrie Park, and Nelshaby Reservoir Masterplans.
 - Ensure the completion of the greening Port Pirie Program key priority areas for 2024-25: Port Pirie Wetlands Project and the Water Sensitive Urban Design Framework.
 - Deliver the Court Sports Precinct Master Plan including a high level cost estimate.
- Our economy
 - Finalise negotiations with landholders that are identified stakeholders in the development of the South West Drain and overall Drainage scheme in an attempt to unlock further residential development in the medium and long term.
- Our lifestyle
 - Ensure the completion of the road resheeting and resealing program as approved at the first 2024-25 FY meeting of the Asset Management Committee.
 - Ensure the completion of the Riverbank Precinct Masterplan Stage 1, including artistic elements, on time and on budget.
 - Ensure the completion of the footpath renewal and replacement program, including the works in partnership with TLAP.
- Our Leadership
 - Provide leadership and support to the Redhill, Koolunga, Crystal Brook and Pirie Districts community associations to complete their identified priorities for 2024-25.

MINUTES OF THE CEO PERFORMANCE REVIEW COMMITTEE SPECIAL MEETING HELD ON WEDNESDAY 11 SEPTEMBER 2024 AT 5.01PM IN THE MAYOR'S OFFICE, PORT PIRIE REGIONAL COUNCIL ADMINISTRATION CENTRE, 115 ELLEN STREET, PORT PIRIE.



ACKNOWLEDGEMENT

We acknowledge and respect the traditional custodians whose ancestral lands we are meeting upon here today.

We pay tribute to those who have served and continue to serve this great country, we pay tribute to our first responders and recognise the multicultural community that makes this region so unique.

1.0 ATTENDANCE:

1.1 Present

His Worship the Mayor L Stephens, Cr A Zubrinich (Chairperson), Deputy Mayor Cr K Jackson and Cr L Peters

Kate Carmody, Executive Assistant (Minutes)

1.2 Apologies

Nil

1.3 Leave of Absence

Nil

1.4 Non-Attendance

Nil

2.0 CONFIRMATION OF MINUTES:

4.1 CEO Performance Review Committee Special Meeting 20 August 2024

CE20/24 **MOVED Cr Peters** **SECONDED Mayor Stephens**
That the Minutes of the CEO Performance Review Committee Special meeting held on 20 August 2024 be received and confirmed.

CARRIED

3.0 MATTERS ARISING FROM MINUTES:

Deputy Mayor Cr K Jackson requested that it be noted in the minutes that she was very disappointed that more effort was not put in by Deirdre Albrighton to contact her to follow up the completion of the CEO Performance Review survey(s). Aside from emailing, a phone call would have been appropriate.

4.0 DECLARATION OF INTERESTS: Nil

5.0 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY:

5.1 Consideration of CEO's Remuneration Pursuant to Section 90(3)(a)

CE21/24 **MOVED Mayor Stephens** **SECONDED Cr Peters**
Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of K Carmody, Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Consideration of CEO's Remuneration to enable the Committee to consider Item 5.1 in confidence on the basis the Committee considers it necessary and appropriate to act in a meeting

closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information relating to Item 5.1:

- information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable

being information relating to the Chief Executive Officer, which is sensitive as details of his performance will be discussed.

Accordingly, on this basis, the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

CARRIED

CE22/24 **MOVED Cr Jackson SECONDED Cr Peters**
That the CEO Performance Review Committee recommend to Council an increase to the Chief Executive Officer's base salary equivalent to the Adelaide Consumer Price Index increase for the March 2024 quarter backdated to his anniversary date of 16 April 2024.

CARRIED

CE23/24 Section 91(7) Order
MOVED Cr Peters SECONDED Cr Jackson
Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the agenda reports, attachments, discussion and minutes relating to Agenda Item 5.1 Consideration of CEO's Remuneration shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Sections 90(2) and (3)(a) of the Act on the grounds that the documents relate to information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable, being information relating to the Chief Executive Officer which is sensitive as details of his performance will be discussed.

This order shall operate for a period of six (6) months or until the matter has been finalised.

Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.

CARRIED

5.2 Consideration of CEO's KPIs for 2024/25
Pursuant to Section 90(3)(a)

CE24/24 **MOVED Cr Peters SECONDED Cr Jackson**
Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of K Carmody, Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Consideration of CEO's KPIs for 2024/25 to enable the Committee to consider Item 5.1 in confidence on the basis the Committee considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to

receive, discuss or consider in confidence the following information relating to Item 5.1:

- information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable

being information relating to the Chief Executive Officer, which is sensitive as details of his performance will be discussed.

Accordingly, on this basis, the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

CARRIED

CE25/24

MOVED Cr Peters

SECONDED Cr Jackson

That the CEO Performance Review Committee recommend to Council that the following KPIs for the CEO for 2024/25 be adopted:

1. Community Engagement

KPI – Improve communication with the Community / Development Associations.

Measure – The CEO or a Director attend the community / development associations' meetings at least bi-monthly.

2. Organisational Culture

KPI – Organisational health check facilitated by an external organisation.

Measure – Develop an improvement plan to address the issues that arise from the health check.

3. Capital and Strategic Projects

KPI – Ensure the completion of the road resheeting and resealing program as approved at the first 2024-25 FY meeting of the Asset Management Committee.

KPI – Deliver the Court Sports Precinct Master Plan including a high-level cost estimate.

KPI – Finalise the Bowman Park, Lawrie Park, and Nelshaby Reservoir Masterplans.

4. Operations

KPI – Improve and enhance our existing events (eg SALA Winterfest).

5. Economic

KPI – Investigate options for the further development of the Riverbank Precinct.

6. Futures

KPI – Develop a plan to complete the Heritage tourist trail.

KPI – Completion of unfinished projects (eg Pump Track, Leisure Centre front garden, Norman Street garden beds).

CARRIED

CE26/24

Section 91(7) Order

MOVED Mayor Stephens SECONDED Cr Jackson

Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the agenda reports, attachments, discussion and minutes relating to Agenda Item 5.1 Consideration of CEO's KPIs for 2024/25 shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Sections 90(2) and (3)(a) of the Act on the grounds that the documents relate to information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable, being information relating to the Chief Executive Officer which is sensitive as details of his performance will be discussed.

This order shall operate for a period of six (6) months or until the matter has been finalised.

Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.

CARRIED

6.0 NEXT MEETING: 9 October 2024 at 5.00pm

7.0 CLOSURE: 5.52pm

CHAIR

MEMBERS OF CEO PERFORMANCE REVIEW COMMITTEE

Mayor L Stephens, Deputy Mayor Cr K Jackson and
Crs A Zubrinich (Chair) and L Peters



Council Officers

Peter Ackland, Chief Executive Officer
Kate Carmody, Executive Assistant (Minutes)

Notice is hereby given that a **CEO Performance Review Committee Special Meeting** will be held on **Wednesday, 18 September 2024 at 5.30pm** in the Mayor's Office, Port Pirie Regional Council Administration Office, 115 Ellen Street, Port Pirie.

Peter Ackland
CHIEF EXECUTIVE OFFICER
17 September 2024

A G E N D A

ACKNOWLEDGEMENT

We acknowledge and respect the traditional custodians whose ancestral lands we are meeting upon here today.

We pay tribute to those who have served and continue to serve this great country, we pay tribute to our first responders and recognise the multicultural community that makes this region so unique.

1.0 ATTENDANCE:

- 1.1 Present
- 1.2 Apologies
- 1.3 Leave of Absence
- 1.4 Non-Attendance

2.0 CONFIRMATION OF MINUTES:

- 2.1 CEO Performance Review Committee Special Meeting 11 September 2024

MOVED

SECONDED

That the Minutes of the CEO Performance Review Committee Special meeting held on 11 September 2024 be received and confirmed.

3.0 MATTERS ARISING FROM MINUTES:

4.0 DECLARATIONS OF INTERESTS:

5.0 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY:

- 5.1 Chief Executive Officer's Remuneration and Proposed Draft KPIs for 2024/25 Pursuant to Section 90(3)(a)

MOVED

SECONDED

Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of P Ackland, Chief Executive Officer and K Carmody, Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Chief Executive Officer's Remuneration and Proposed Draft

KPIs for 2024/25 to enable the Committee to consider Item 5.1 in confidence on the basis the Committee considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information relating to Item 5.1:

- information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable

being information relating to the Chief Executive Officer, which is sensitive as details of his performance will be discussed.

Accordingly, on this basis, the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

Section 91(7) Order

MOVED

SECONDED

Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the agenda reports, attachments, discussion and minutes relating to Agenda Item 5.1 Chief Executive Officer's Remuneration and Proposed Draft KPIs for 2024/25 shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Sections 90(2) and (3)(a) of the Act on the grounds that the documents relate to information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable, being information relating to the Chief Executive Officer which is sensitive as details of his performance will be discussed.

This order shall operate for a period of six (6) months or until the process has been finalised.

Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.

6.0 NEXT MEETING:

7.0 CLOSURE:



Our Organisation – Our Values

Every Port Pirie Regional Council employee carries the responsibility of working towards achieving a continuing, measurable improvement in our workplace culture.

This will be achieved through upholding Port Pirie Regional Council values by:

Doing the Right Thing

Accountability

Council acts on behalf of the communities of Port Pirie Regional Council and accepts accountability for its decisions and actions.

Honesty, Integrity and Transparency

Council will strive to be valued and trusted by the community through its actions and open and honest communication.

Ethical Behaviour and Good Governance

Council values ethical conduct and employs principles of good governance

Deliver Services that Meet the Needs of our Community

Service Delivery Excellence

Council will ensure that its services meet quality, cost and efficiency standards; are accessible and are responsive to the needs of the community.

Together we Achieve More

Team Work and Professionalism

Council values a cohesive team approach with the administration and elected members working together to lead the region forward with appropriate skills, knowledge and experience.

Inclusivity

Council acts on behalf of all residents and ratepayers. We value the community and will treat all people with dignity, respect and equity.

MINUTES OF THE CEO PERFORMANCE REVIEW COMMITTEE SPECIAL MEETING HELD ON WEDNESDAY 11 SEPTEMBER 2024 AT 5.01PM IN THE MAYOR'S OFFICE, PORT PIRIE REGIONAL COUNCIL ADMINISTRATION CENTRE, 115 ELLEN STREET, PORT PIRIE.



ACKNOWLEDGEMENT

We acknowledge and respect the traditional custodians whose ancestral lands we are meeting upon here today.

We pay tribute to those who have served and continue to serve this great country, we pay tribute to our first responders and recognise the multicultural community that makes this region so unique.

1.0 ATTENDANCE:

1.1 Present

His Worship the Mayor L Stephens, Cr A Zubrinich (Chairperson), Deputy Mayor Cr K Jackson and Cr L Peters

Kate Carmody, Executive Assistant (Minutes)

1.2 Apologies

Nil

1.3 Leave of Absence

Nil

1.4 Non-Attendance

Nil

2.0 CONFIRMATION OF MINUTES:

4.1 CEO Performance Review Committee Special Meeting 20 August 2024

CE20/24 **MOVED Cr Peters** **SECONDED Mayor Stephens**
That the Minutes of the CEO Performance Review Committee Special meeting held on 20 August 2024 be received and confirmed.

CARRIED

3.0 MATTERS ARISING FROM MINUTES:

Deputy Mayor Cr K Jackson requested that it be noted in the minutes that she was very disappointed that more effort was not put in by Deirdre Albrighton to contact her to follow up the completion of the CEO Performance Review survey(s). Aside from emailing, a phone call would have been appropriate.

4.0 DECLARATION OF INTERESTS: Nil

5.0 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY:

5.1 Consideration of CEO's Remuneration Pursuant to Section 90(3)(a)

CE21/24 **MOVED Mayor Stephens** **SECONDED Cr Peters**
Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of K Carmody, Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Consideration of CEO's Remuneration to enable the Committee to consider Item 5.1 in confidence on the basis the Committee considers it necessary and appropriate to act in a meeting

closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information relating to Item 5.1:

- information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable

being information relating to the Chief Executive Officer, which is sensitive as details of his performance will be discussed.

Accordingly, on this basis, the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

CARRIED

CE22/24 **MOVED Cr Jackson SECONDED Cr Peters**
That the CEO Performance Review Committee recommend to Council an increase to the Chief Executive Officer's base salary equivalent to the Adelaide Consumer Price Index increase for the March 2024 quarter backdated to his anniversary date of 16 April 2024.

CARRIED

CE23/24 Section 91(7) Order
MOVED Cr Peters SECONDED Cr Jackson
Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the agenda reports, attachments, discussion and minutes relating to Agenda Item 5.1 Consideration of CEO's Remuneration shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Sections 90(2) and (3)(a) of the Act on the grounds that the documents relate to information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable, being information relating to the Chief Executive Officer which is sensitive as details of his performance will be discussed.

This order shall operate for a period of six (6) months or until the matter has been finalised.

Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.

CARRIED

5.2 Consideration of CEO's KPIs for 2024/25

CE24/24 Pursuant to Section 90(3)(a)
MOVED Cr Peters SECONDED Cr Jackson
Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of K Carmody, Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 5.2 Consideration of CEO's KPIs for 2024/25 to enable the Committee to consider Item 5.2 in confidence on the basis the Committee considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to

receive, discuss or consider in confidence the following information relating to Item 5.2:

- information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable

being information relating to the Chief Executive Officer, which is sensitive as details of his performance will be discussed.

Accordingly, on this basis, the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

CARRIED

CE25/24

MOVED Cr Peters

SECONDED Cr Jackson

That the CEO Performance Review Committee recommend to Council that the following KPIs for the CEO for 2024/25 be adopted:

1. Community Engagement

KPI – Improve communication with the Community / Development Associations.

Measure – The CEO or a Director attend the community / development associations' meetings at least bi-monthly.

2. Organisational Culture

KPI – Organisational health check facilitated by an external organisation.

Measure – Develop an improvement plan to address the issues that arise from the health check.

3. Capital and Strategic Projects

KPI – Ensure the completion of the road resheeting and resealing program as approved at the first 2024-25 FY meeting of the Asset Management Committee.

KPI – Deliver the Court Sports Precinct Master Plan including a high-level cost estimate.

KPI – Finalise the Bowman Park, Lawrie Park, and Nelshaby Reservoir Masterplans.

4. Operations

KPI – Improve and enhance our existing events (eg SALA Winterfest).

5. Economic

KPI – Investigate options for the further development of the Riverbank Precinct.

6. Futures

KPI – Develop a plan to complete the Heritage tourist trail.

KPI – Completion of unfinished projects (eg Pump Track, Leisure Centre front garden, Norman Street garden beds).

CARRIED

CE26/24

Section 91(7) Order

MOVED Mayor Stephens SECONDED Cr Jackson

Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the agenda reports, attachments, discussion and minutes relating to Agenda Item 5.2 Consideration of CEO's KPIs for 2024/25 shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Sections 90(2) and (3)(a) of the Act on the grounds that the documents relate to information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable, being information relating to the Chief Executive Officer which is sensitive as details of his performance will be discussed.

This order shall operate for a period of six (6) months or until the matter has been finalised.

Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.

CARRIED

6.0 NEXT MEETING: 9 October 2024 at 5.00pm

7.0 CLOSURE: 5.52pm

CHAIR

From: Peter Ackland <packland@pirie.sa.gov.au>
Sent: Monday, September 16, 2024 2:55 PM
To: Alan Zubrinich <azubrinich@pirie.sa.gov.au>
Cc: Mayor <mayor@pirie.sa.gov.au>; Kate Carmody <kcarmody@pirie.sa.gov.au>
Subject: RE: CEO PRC Meeting Minutes

Afternoon Alan

As discussed with you, Kate has provided me with the minutes of the most recent CEO Performance Review Committee setting out the draft KPIs proposed to be included in the agenda for the coming OM

I appreciate the opportunity to make comment and thank the committee for the obvious consideration given to my advice to you that I would be seeking to run down my accumulated leave balance by seeking approval to take more than 4 weeks leave in this KPI period

In relation to the proposed tabling of these draft KPIs at the next OM, I bring the following queries to your attention which I would like to discuss with either you or the committee prior to the Council meeting:

- CE22/24 – I thank the committee for its consideration of offer of CPI backdated, however as the relevant CPI for the nominated quarter was 4.3%, and our EBs for the most recent increase in Dec 23 provided staff with 4%, I seek reconsideration of the offer to be reduced to 4%
- In relation to the KPI re an organisational health check, I make the assumption that this would be done by someone external to Council, please confirm if this is the intent. On the basis that it is I note there is currently no budget provision for this to occur, and whilst I very much support this initiative, I will need budget allocated to be able to enact the KPI. I would very much appreciate the opportunity to speak to you or the Committee about the things that are considered warranted to include in the scope of the health check so I can seek appropriate quotes to inform a request for budget.

Subject to Council's consideration of the draft KPIs I would welcome the opportunity to discuss the following general queries in relation to the nominated KPIs so that I can ensure that my resultant actions are aligned to expectations:

- KPI re court sports precinct masterplan, I seek clarification that the masterplan is at a concept level
- KPI re existing event improvements – with no measure outlined to guide me about what is considered to be “improve and enhance” I seek the opportunity to discuss this with you or the Committee to gain a better understanding
- KPI re option for further development of the Riverbank – other than the boardwalk, I am not aware of other possible developments that have not already been discussed or planned – with no measure outlined to guide me about what has given rise to this KPI, I seek the opportunity to discuss this with you or the Committee to gain a better understanding
- KPI re completion of unfinished projects – I note there is budget for the Leisure Centre and also the Norman Street Garden beds requirements, but not for the Pump track. I would like to speak with you or the Committee to gain a better understanding of what is considered for this. To my recollection it was either astro turf, rubberised soft fall or a bituminous finish, which may require additional budget. I will be able to determine this and any unbudgeted impact after discussion

I apologise for having to raise this list of queries and can be available to you at your request to discuss or clarify

Regards

Peter Ackland

Chief Executive Officer

Port Pirie Regional Council

115 Ellen Street, Port Pirie (PO Box 45) SA 5540

Tel (08) 8633 9718

MINUTES OF THE CEO PERFORMANCE REVIEW COMMITTEE SPECIAL MEETING HELD ON WEDNESDAY 18 SEPTEMBER 2024 AT 5.59PM IN THE MAYOR'S OFFICE, PORT PIRIE REGIONAL COUNCIL ADMINISTRATION CENTRE, 115 ELLEN STREET, PORT PIRIE.



ACKNOWLEDGEMENT

We acknowledge and respect the traditional custodians whose ancestral lands we are meeting upon here today.

We pay tribute to those who have served and continue to serve this great country, we pay tribute to our first responders and recognise the multicultural community that makes this region so unique.

1.0 ATTENDANCE:

1.1 Present

His Worship the Mayor L Stephens, Cr A Zubrinich (Chairperson), Deputy Mayor Cr K Jackson and Cr L Peters

Peter Ackland, Chief Executive Officer
Kate Carmody, Executive Assistant (Minutes)

1.2 Apologies

Nil

1.3 Leave of Absence

Nil

1.4 Non-Attendance

Nil

2.0 CONFIRMATION OF MINUTES:

4.1 CEO Performance Review Committee Special Meeting 11 September 2024

CE27/24 **MOVED Mayor Stephens SECONDED Cr Peters**
That the Minutes of the CEO Performance Review Committee Special meeting held on 11 September 2024 be received and confirmed.

CARRIED

CEO P Ackland joined the meeting at 6.04pm.

3.0 MATTERS ARISING FROM MINUTES:

Matters arising from the minutes are attended to at item 5.0.

4.0 DECLARATION OF INTERESTS: Nil

5.0 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY:

5.1 Chief Executive Officer's Remuneration and Proposed Draft KPIs for 2024/25

Pursuant to Section 90(3)(a)

CE28/24 **MOVED Cr Jackson SECONDED Mayor Stephens**
Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of P Ackland, Chief Executive Officer and K Carmody, Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Chief Executive Officer's Remuneration and Proposed Draft KPIs for 2024/25 to enable the

Committee to consider Item 5.1 in confidence on the basis the Committee considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information relating to Item 5.1:

- information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable

being information relating to the Chief Executive Officer, which is sensitive as details of his performance will be discussed.

Accordingly, on this basis, the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

CARRIED

CE29/24 **MOVED Cr Peters SECONDED Mayor Stephens**
Following negotiations with the Chief Executive Officer the Committee and Chief Executive Officer agreed to recommend to Council an increase to the Chief Executive Officer's base salary of 4%, noting that this is less than CPI, backdated to his anniversary date of 16 April 2024.

CARRIED

CE30/24 **MOVED Cr Peters SECONDED Cr Jackson**
That the CEO Performance Review Committee recommend to Council that the following amended draft KPIs for the Chief Executive Officer for 2024/25 be adopted:

1. Community Engagement

KPI – Improve communication with the Community / Development Associations.

Measure – The CEO or a Director attend the Community / Development Associations' meetings at least bi-monthly.

2. Organisational Culture

KPI – Draft a potential Scope of Works for a Health Check survey with assistance from an outside organisation.

Measure – Draft Scope of Works to be presented to Council by 30 March 2025.

3. Capital and Strategic Projects

KPI – Ensure the completion of the road resheeting and resealing program as approved at the first 2024-25 financial year meeting of the Asset Management Committee.

KPI – Deliver a Court Sports Precinct Master Plan concept including a high-level cost estimate.

Measure – Concept design and high-level costings to be presented to Council no later than 30 June 2025.

KPI – Finalise the Bowman Park, Lawrie Park, and Nelshaby Reservoir Masterplans.

4. Operations

KPI – Develop an events strategy to enhance Council's existing events and options for new events.

Measure – Draft strategy to be presented to Council no later than 31 March 2025.

5. Economic

KPI – Finalise the Direct Negotiation Framework for the two Port Pirie Riverfront Precinct EOI proposals.

Measure – To be finalised according to the timeframes in the proposals.

KPI – Explore options for the potential creation of additional open space adjacent the Port Pirie Riverfront Precinct.

Measure – Report to be presented to Council no later than 31 December 2024.

CARRIED

Section 91(7) Order

CE31/24

MOVED Cr Peters

SECONDED Mayor Stephens

Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the agenda reports, attachments, discussion and minutes relating to Agenda Item 5.1 Chief Executive Officer's Remuneration and Proposed Draft KPIs for 2024/25 shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Sections 90(2) and (3)(a) of the Act on the grounds that the documents relate to information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable, being information relating to the Chief Executive Officer which is sensitive as details of his performance will be discussed.

This order shall operate for a period of six (6) months or until the matter has been finalised.

Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.

CARRIED

6.0 NEXT MEETING: 9 October 2024 at 5.00pm

7.0 CLOSURE: 6.56pm

CHAIR

16.5 LGA PROCUREMENT RECOMMENDATION OF PROPOSED ELECTRICITY CONTRACT EXTENSION

Author: Danielle Bone, Manager Corporate Services

Authoriser: Peter Ackland, Chief Executive Officer

File Reference: 2024.3591

Timeframe:	Decision on whether to accept the Best and Final offer or not is required to be made within 2 days of receipt			
Budget Impact:	Still to be determined – will be reviewed upon receipt of Best and Final Offer Current indicative pricing is less than the pricing in the current arrangement			
Risk Assessment:	Primary Risk Type(s):		Financial	
	Inherent Risk:	Likelihood	Consequence	Rating
		Possible	Moderate	Medium
	Controls:	<ul style="list-style-type: none"> Thorough procurement process by third party Compliance with AER Review against budget provision 		
	Residual Risk:	Unlikely	Minor	Low

STRATEGIC REFERENCE:	
Theme	Our Leadership
Goal	Organisational Excellence
Strategy 4.2.4	Council will be financially responsible and sustainable across generations.

RECOMMENDATION	
1.	That the report be received and Council endorse the actions of the Chief Executive Officer in indicating Council will be included in the best and final offer for the proposed electricity contract extension.
2.	That Council authorise the Chief Executive Officer to consider the best and final offer rates for the supply of electricity to large and unmetered sites together with the recommendation to be provided by LGA Procurement (LGAP) to extend the contract for a further period to December 2030.
3.	Further that the Chief Executive Officer be delegated authority to accept the LGAP's recommendation where it is considered that this is a beneficial outcome for Council.
4.	That the Chief Executive Officer be required to consult with the Mayor and Councillor (to be nominated at the meeting) and the Directors of Infrastructure and Corporate & Community in exercising the above-mentioned delegation.

EXECUTIVE SUMMARY

LGA Procurement (LGAP) has provided a report recommending the extension of the current large and unmetered supply of electricity contract, expiring June 2025, for a further period to December 2030.

As the validation period of the best and final offer is from 8 – 10 October, delegation is sought to accept the offer if considered beneficial.

DISCUSSION

Council has previously been and is currently party to electricity supply tenders coordinated by LGA Procurement (LGAP).

One of those supply contracts, being for large and unmetered sites is due to expire in June 2025.

LGAP have commenced the process to review the market for this supply and have received an unsolicited proposal from the current provider for a further period to December 2030 based on indicative pricing.

The indicative rates provided in the proposed offer for the period 1 July 2025 – 31 Dec 2030 are less than the current rates for both PEAK and OFFPEAK usage on large and unmetered sites, noting these are indicative only and may change upon the provision of a Best and Final Offer (see below).

Council's Large sites are also part of the planned Solar upgrades and lighting efficiency works. This indicates that the proposal will fit within the estimated LTFP budget and will provide certainty on these prices for a significant period.

The advice letter from LGAP has been attached to this report which provides greater detail of the offer together with a recommended approach:

- Provides an additional 4 and a half years of financial stability to councils
- Provides councils with the time and headspace to consider their electricity requirements beyond 2030, and invest if required to set up for that future
- Provides very competitive pricing
- Supplies Large Market and Unmetered sites with at least 95% renewable generated electricity
- Provides the councils with the option to purchase Largescale Generation Certificates
- Provides an improved mechanism for councils to benefit from their solar investments

Additional information is due to be provided to LGA Procurement by 30th September 2024 to allow a Best and Final Offer to be built and presented to participating Council's by 8th October.

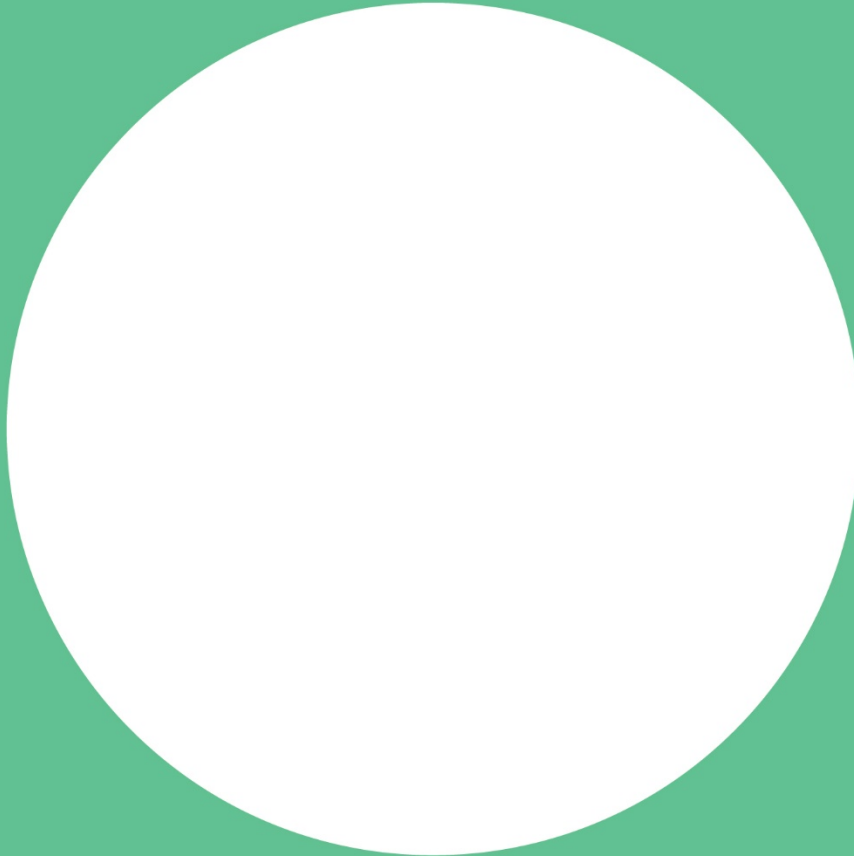
Councils will be required to execute a binding agreement during the short validity period of the offer, which will expire 1700 Thursday 10th of October.

A recommendation seeking delegated authority is included in this report to allow opportunity to take advantage of this tender if considered to be advantageous.

Council is at liberty to opt not to continue with the contract, however this will necessitate Council engaging independent expert advice to analyze our electricity needs and then approach the market individually. It is recommended that Council utilize the expertise and combined purchasing power of the LGAP in this instance.

ATTACHMENTS**1. LGAP Advice**

Helping local government
build stronger communities.



Recommendation report

Iberdrola Large and Unmetered supply of electricity extension offer

12 August 2024

Recommendation report

To: Electricity Authorised Officers
From: Simon Blom, Chief Executive Officer, LGA Procurement
Date: 12 August 2024

Recommendation

That South Australian councils and local government entities through the LGA Procurement Agreement Number 23081 for the Supply of Electricity (Standard Grid and Accredited Renewable) accept the indicative offer from Iberdrola commencing 1 July 2025 for the period until December 2030.

All councils and local government entities that opt-in using the attached form will be included in the calculations to determine the Best And Final Offer (BAFO). The timing of the BAFO will be dependent on participating councils obtaining delegated authority to execute the contract extension.

Iberdrola have provided indicative offers for:

- **Large (Above 160MWh supply)**
- **12/24 Unmetered Street Lighting Supply**

Note

It is important to note that:

1. The Evaluation Team believes that the timing is good to contract for a longer period.
2. A Best and Final Offer (BAFO) will be sought based on the loads of the councils that opt-in.
3. Opting in will include your council in the BAFO. It does not commit your council to enter a contract.
4. Councils and entities are now required to complete the COUNCIL / ENTITY AUTHORISATION TO PARTICIPATE form and return it to LGA Procurement by 5.00 pm Monday 26 August 2023 by email to: procurement@lga.sa.gov.au
5. Any response not received by that time will be assumed to be a non-acceptance of the offer.

Purpose

To present a proposal for an electricity contract extension with Iberdrola, Agreement Number 23081 for the Supply of Electricity.

Background

The National Electricity Market continues to be a complicated landscape as large generation transitions to renewables and smaller bespoke solutions are also developed.

2022 was a year unparalleled in modern times for the sheer scale of the energy crisis resulting from multiple worldwide considerations. The decision in late 2022 to enter short-term contracts of only 6 months proved to be the right one, as the market softened at the end of that period.

In 2023 LGA Procurement again approached the market and, together with the support of our energy consultants at CQ Energy, we recommended locking in rates for two years at significantly reduced rates to those of 2022. We recommended two years as we felt that there could be further price reductions available after that period. The two-year agreements conclude in July 2025.

Iberdrola, the supplier of Large Market and Unmetered sites, has provided an indicative offering of supply until Dec 2030 that we are bringing to you now. The offer has been considered as an unsolicited proposal and has progressed with respect to our unsolicited proposal policy.

We have been monitoring the market and feel that now is a good time to consider locking in prices for a longer period. The offer is indicative until final loads are understood, i.e. which councils choose to participate.

A Best and Final Offer (BAFO) will be prepared and presented based on those results.

Context

Iberdrola is not just an energy retailer; it also owns and operates renewable generation assets. The Iberdrola Group is today a world leader in renewable energy sources, with 43,421 MW of operational renewables by the end of the first half of 2024 and is on the cutting edge of the energy transition towards a low-emissions economy.

Iberdrola Australia has a fleet of renewable energy assets which is among the largest in Australia. In addition to their owned assets, they contract the output from other renewable

operators, to meet customer demands. More than 95% of their electricity generation is renewable.

The offer extends the electricity supply out till December 2030. This date is relevant because it is when the Renewable Energy Target (RET) concludes. The RET is an Australian Government scheme that aims to reduce greenhouse gas emissions in the electricity sector and increase renewable electricity generation. The RET creates a market to financially incentivise the generation of renewable energy.

Under the Large-scale RET, large-scale generation certificates (LGCs) are a financial incentive for the generation of renewable energy from a power station. LGCs are tradable certificates created for eligible large-scale renewable energy power stations. The purchase of LGCs is a component of the Iberdrola offer.

A revised approach to solar generation

The existing contract has a Feed in Tarriff (FiT) based on the price at the time of the spot market, minus \$2 to administer. On occasion this results in a council receiving a negative dollar amount for their generation. This risk sits with the council as it reflects the cost to Iberdrola.

In negotiating the new agreement, we have included a mechanism whereby councils will receive the upside of the spot price minus \$2 for all existing solar schemes, but never receive less than zero, even when the spot price is negative.

Any new solar systems installed by Iberdrola will be included in this mechanism. Any solar systems installed by third parties, as the system size and subsequent generation are not influenced by Iberdrola, will be subject to the spot price minus \$2, including when the spot price is negative.

Alternatives to aggregated procurement

Aggregated procurement of electricity creates an attractive total load to attract competitive pricing. Some councils are considering alternative technical solutions for their electricity supply.

LGA Procurement will continue to support councils in procurement processes for alternative technical solutions for the supply of electricity should they require it, if there is no conflict of interest at the time. The differing load profiles and the ability to invest of each council is unique and technical solutions continue to evolve on both sides of the meter, and we are here to assist councils deliver to their communities in whatever way we can.

The LGA Procurement approach

- Provides an additional 4 and a half years of financial stability to councils
- Provides councils with the time and headspace to consider their electricity requirements beyond 2030, and invest if required to set up for that future
- Provides very competitive pricing
- Supplies Large Market and Unmetered sites with at least 95% renewable generated electricity
- Provides the councils with the option to purchase LGCs
- Provides an improved mechanism for councils to benefit from their solar investments.

Next steps

Based on the indicative offering, we are seeking an Expression of interest (EOI) from each council to be included in the calculations for a Best and Final Offer (BAFO). The EOI does not constitute a commitment to execute an agreement, but we ask for genuine expressions only as it will form the basis of the BAFO.

Councils that do intend to enter the agreement once the BAFO is prepared will need to gain delegated authority from their elected members. As is the case with electricity offers, the validation period of the offer is generally short. To ensure that the BAFO is current once councils have obtained delegated authority, we also ask you to respond to us with the timing of when you intend to request delegation from your council.

Iberdrola's current pricing for comparison

Large	1-July-23 to 30-June 2024	1-July-2024 to 30-June 2025
PEAK	\$183.38	\$167.58
OFFPEAK	\$118.94	\$109.67

UMS	1-July-23 to 30-June 2024	1-July-2024 to 30-June 2025
PEAK	\$230.65	\$213.26
OFFPEAK	\$131.61	\$121.20

Enviro's + Service	1-July 2023 to 31 Dec 2023	to 31 Dec 2024	to 30 June 2025
LRET rate \$/certificate	\$55.00	\$48.50	\$39.00
SRES rate \$/certificate	\$39.90	\$39.90	\$39.90
GreenPower - 50% - \$/MWh	\$27.50	\$24.25	\$19.50
GreenPower - 100% - \$/MWh	\$55.00	\$48.50	\$39.00
STC	Pass Through	Pass Through	Pass Through
REPS	Pass Through	Pass Through	Pass Through
Service	\$40 per NMI, per month	\$40	\$40

The indicative offer from Iberdrola:

Please find our offering below which is inclusive of the following Solar FiT:

- \$0 floor with Spot minus \$2 FiT for positive spot outcomes
 - We will require each council to nominate which of their NMI's have solar at the time of contracting, this is applicable for a 31-Dec-2024 extension only
- Above FiT only applies to existing systems (at the NMI level) nominated at the time of contracting
- Any new solar systems installed by Iberdrola Australia will receive the above FiT
- If solar is installed by a third party after contracting, the customer will be bound by Clause 13 Exported electricity (Spot Price (in \$/MWh)) - \$2/MWh

Iberdrola's offer to SA councils

Large	1-July-2025 to 31-Dec-2030
PEAK	\$133.78
OFFPEAK	\$96.28

UMS	1-July-2025 to 31-Dec-2030
PEAK	\$188.98
OFFPEAK	\$107.56

Enviro's + Service	1-July-2025 to 31-Dec-2030
LGC - mandatory	\$29.50
LGC – 50% inclusive of mandatory	\$28.00
LGC – 100% inclusive of mandatory	\$27.00
STC	Pass Through
REPS	Pass Through
Service	\$50 per NMI, per month

Expression of Interest to participate

Please complete the authorisation below, by either selecting YES or NO for the Opt-in, and email your response to: LGA Procurement via procurement@lga.sa.gov.au by no later than **5.00pm Monday 26 August 2024**.

Electricity Supply - Extension to Agreement 23081

(Council / Entity Name)

notes the Recommendation Report advice dated 12 August 2024 and authorises the above listed council / entity to be included in the Best And Final Offer for the **extension of Agreement 23081** for the period commencing 1 July 2025 until 30 December 2030.

Contract	Supply of energy	BAFO opt in
Large - Above 160 MWh Supply	LGA Procurement / Iberdrola - contract for the supply of Above 160 MWh grid electricity	Yes ☐ No ☐
12/24 Unmetered Street Lighting Supply	LGA Procurement / Iberdrola - contract for the supply of Unmetered Street lighting grid electricity.	Yes ☐ No ☐
When will the Authorised Officer have the delegation to execute the extension?		Click or tap here to enter text.
Are you aware of any significant projects that will increase your load before Dec 2030? If yes, what is the forecast amount?		Click or tap here to enter text.
Authorised Officer		
Signature		
Name		
Position		
Date		

(08) 8224 2000

procurement@lga.sa.gov.au

148 Frome St Adelaide SA 5000

GPO Box 2693 Adelaide SA 5001

lgaprocurement.sa.gov.au

16.6 BARN HILL WIND FARM ROAD USE AND INFRASTRUCTURE AGREEMENT**Author:** Kathryn Johnson, Director Infrastructure**Authoriser:** Peter Ackland, Chief Executive Officer**File Reference:** 2024.2955

Timeframe:	Immediate			
Budget Impact:	Nil			
Risk Assessment:	Primary Risk Type(s):		Legal / Regulatory / Policy	
	Inherent Risk:	Likelihood	Consequence	Rating
		Possible	Major	High
	Controls:	<ul style="list-style-type: none"> Negotiated outcome regarding Council's local roads Clear expectations documented Road Use and Infrastructure Agreement in place 		
	Residual Risk:	Unlikely	Minor	Low

STRATEGIC REFERENCE:	
Theme	Our Economy
Goal	Business & Industry
Strategy 2.2.3	Opportunities to diversify our economic base into other sectors such as tourism, renewables and value added agriculture are pursued.

RECOMMENDATION	
That Council:	
<ul style="list-style-type: none"> delegate authority to the Chief Executive Officer to negotiate the final details for the Road Use and Infrastructure Agreement to manage requirements in relation to the impact of Council's local roads during construction and post construction for the Barn Hill Wind Farm and Battery Project at Redhill; and delegate authority to the Chief Executive Officer to execute the finalised Road Use and Infrastructure Agreement. 	

EXECUTIVE SUMMARY
<p>AGL is developing the Barn Hill Wind Farm and Battery Project near Redhill. AGL is seeking the development approvals through the State Government Crown Sponsorship process.</p> <p>Discussions have been held regarding the impact of the project during and post construction on Council's local roads. As a result, a Road Use and Infrastructure Agreement is required to be executed to manage the requirements for Council's local roads.</p> <p>Council's authorisation is sought to sign the Road Use and Infrastructure Agreement once the details have been finalised.</p>

CONSULTATION UNDERTAKEN

AGL have carried extensive public consultation regarding the Barn Hill Wind Farm and Battery Project. The development application had a public notification period.

DISCUSSION

AGL is developing the Barn Hill Wind Farm and Battery Project near Redhill. The project consists of a wind farm up to 360 MW, a new transmission connection, and the inclusion of a 270 MW battery with up to 4 hours duration.

[Barn Hill Wind Farm and Battery | About AGL](#)

AGL acquired the project in 2009 with development plan consent from the Port Pirie Regional Council and the Wakefield Regional Council already in place.

Due to growth in the project scope, including larger wind turbines and the potential inclusion of a battery, AGL is now seeking new approvals through the State Government Crown Sponsorship process.

Council's Director Infrastructure and Director Development and Regulation have been liaising with AGL representatives regarding the project. In particular, discussions have been held regarding the impact of the project during and post construction on Council's local roads.

As a result, a Road Use and Infrastructure Agreement is required to be executed to manage the requirements for Council's local roads.

A draft version of the Road Use and Infrastructure Agreement has been prepared. It includes conditions such construction of identified roads to enable the construction of the wind farm and battery projects, restoration requirements post construction, maintenance requirements for identified roads, permits for the construction of transmission towers within the road reserve of identified roads.

Final details are currently being negotiated so that the Agreement can be finalised. Legal advice is also being sought and is expected in time for the Council meeting.

Whilst the Director Development and Regulation and Planning Officers have delegated authority to sign these documents, in the absence of the Director on leave it is considered prudent to table these documents to seek Council's authorisation to sign the Road Use and Infrastructure Agreement.

ATTACHMENTS

Nil

MINUTES OF THE CEO PERFORMANCE REVIEW COMMITTEE SPECIAL MEETING HELD ON WEDNESDAY 11 SEPTEMBER 2024 AT 5.01PM IN THE MAYOR'S OFFICE, PORT PIRIE REGIONAL COUNCIL ADMINISTRATION CENTRE, 115 ELLEN STREET, PORT PIRIE.



ACKNOWLEDGEMENT

We acknowledge and respect the traditional custodians whose ancestral lands we are meeting upon here today.

We pay tribute to those who have served and continue to serve this great country, we pay tribute to our first responders and recognise the multicultural community that makes this region so unique.

1.0 ATTENDANCE:

1.1 Present

His Worship the Mayor L Stephens, Cr A Zubrinich (Chairperson), Deputy Mayor Cr K Jackson and Cr L Peters

Kate Carmody, Executive Assistant (Minutes)

1.2 Apologies

Nil

1.3 Leave of Absence

Nil

1.4 Non-Attendance

Nil

2.0 CONFIRMATION OF MINUTES:

4.1 CEO Performance Review Committee Special Meeting 20 August 2024

CE20/24 **MOVED Cr Peters** **SECONDED Mayor Stephens**
That the Minutes of the CEO Performance Review Committee Special meeting held on 20 August 2024 be received and confirmed.

CARRIED

3.0 MATTERS ARISING FROM MINUTES:

Deputy Mayor Cr K Jackson requested that it be noted in the minutes that she was very disappointed that more effort was not put in by Deirdre Albrighton to contact her to follow up the completion of the CEO Performance Review survey(s). Aside from emailing, a phone call would have been appropriate.

4.0 DECLARATION OF INTERESTS: Nil

5.0 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY:

5.1 Consideration of CEO's Remuneration Pursuant to Section 90(3)(a)

CE21/24 **MOVED Mayor Stephens** **SECONDED Cr Peters**
Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of K Carmody, Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Consideration of CEO's Remuneration to enable the Committee to consider Item 5.1 in confidence on the basis the Committee considers it necessary and appropriate to act in a meeting

closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information relating to Item 5.1:

- information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable

being information relating to the Chief Executive Officer, which is sensitive as details of his performance will be discussed.

Accordingly, on this basis, the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

CARRIED

CE22/24 **MOVED Cr Jackson SECONDED Cr Peters**
That the CEO Performance Review Committee recommend to Council an increase to the Chief Executive Officer's base salary equivalent to the Adelaide Consumer Price Index increase for the March 2024 quarter backdated to his anniversary date of 16 April 2024.

CARRIED

CE23/24 Section 91(7) Order
MOVED Cr Peters SECONDED Cr Jackson
Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the agenda reports, attachments, discussion and minutes relating to Agenda Item 5.1 Consideration of CEO's Remuneration shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Sections 90(2) and (3)(a) of the Act on the grounds that the documents relate to information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable, being information relating to the Chief Executive Officer which is sensitive as details of his performance will be discussed.

This order shall operate for a period of six (6) months or until the matter has been finalised.

Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.

CARRIED

5.2 Consideration of CEO's KPIs for 2024/25

CE24/24 Pursuant to Section 90(3)(a)
MOVED Cr Peters SECONDED Cr Jackson
Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of K Carmody, Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 5.2 Consideration of CEO's KPIs for 2024/25 to enable the Committee to consider Item 5.2 in confidence on the basis the Committee considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to

receive, discuss or consider in confidence the following information relating to Item 5.2:

- information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable

being information relating to the Chief Executive Officer, which is sensitive as details of his performance will be discussed.

Accordingly, on this basis, the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

CARRIED

CE25/24

MOVED Cr Peters

SECONDED Cr Jackson

That the CEO Performance Review Committee recommend to Council that the following KPIs for the CEO for 2024/25 be adopted:

1. Community Engagement

KPI – Improve communication with the Community / Development Associations.

Measure – The CEO or a Director attend the community / development associations' meetings at least bi-monthly.

2. Organisational Culture

KPI – Organisational health check facilitated by an external organisation.

Measure – Develop an improvement plan to address the issues that arise from the health check.

3. Capital and Strategic Projects

KPI – Ensure the completion of the road resheeting and resealing program as approved at the first 2024-25 FY meeting of the Asset Management Committee.

KPI – Deliver the Court Sports Precinct Master Plan including a high-level cost estimate.

KPI – Finalise the Bowman Park, Lawrie Park, and Nelshaby Reservoir Masterplans.

4. Operations

KPI – Improve and enhance our existing events (eg SALA Winterfest).

5. Economic

KPI – Investigate options for the further development of the Riverbank Precinct.

6. Futures

KPI – Develop a plan to complete the Heritage tourist trail.

KPI – Completion of unfinished projects (eg Pump Track, Leisure Centre front garden, Norman Street garden beds).

CARRIED

CE26/24

Section 91(7) Order

MOVED Mayor Stephens SECONDED Cr Jackson

Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the agenda reports, attachments, discussion and minutes relating to Agenda Item 5.2 Consideration of CEO's KPIs for 2024/25 shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Sections 90(2) and (3)(a) of the Act on the grounds that the documents relate to information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable, being information relating to the Chief Executive Officer which is sensitive as details of his performance will be discussed.

This order shall operate for a period of six (6) months or until the matter has been finalised.

Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.

CARRIED

6.0 NEXT MEETING: 9 October 2024 at 5.00pm

7.0 CLOSURE: 5.52pm

CHAIR

MINUTES OF THE CEO PERFORMANCE REVIEW COMMITTEE SPECIAL MEETING HELD ON WEDNESDAY 18 SEPTEMBER 2024 AT 5.59PM IN THE MAYOR'S OFFICE, PORT PIRIE REGIONAL COUNCIL ADMINISTRATION CENTRE, 115 ELLEN STREET, PORT PIRIE.



ACKNOWLEDGEMENT

We acknowledge and respect the traditional custodians whose ancestral lands we are meeting upon here today.

We pay tribute to those who have served and continue to serve this great country, we pay tribute to our first responders and recognise the multicultural community that makes this region so unique.

1.0 ATTENDANCE:

1.1 Present

His Worship the Mayor L Stephens, Cr A Zubrinich (Chairperson), Deputy Mayor Cr K Jackson and Cr L Peters

Peter Ackland, Chief Executive Officer
Kate Carmody, Executive Assistant (Minutes)

1.2 Apologies

Nil

1.3 Leave of Absence

Nil

1.4 Non-Attendance

Nil

2.0 CONFIRMATION OF MINUTES:

4.1 CEO Performance Review Committee Special Meeting 11 September 2024

CE27/24 **MOVED Mayor Stephens SECONDED Cr Peters**
That the Minutes of the CEO Performance Review Committee Special meeting held on 11 September 2024 be received and confirmed.

CARRIED

CEO P Ackland joined the meeting at 6.04pm.

3.0 MATTERS ARISING FROM MINUTES:

Matters arising from the minutes are attended to at item 5.0.

4.0 DECLARATION OF INTERESTS: Nil

5.0 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY:

5.1 Chief Executive Officer's Remuneration and Proposed Draft KPIs for 2024/25

Pursuant to Section 90(3)(a)

CE28/24 **MOVED Cr Jackson SECONDED Mayor Stephens**
Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of P Ackland, Chief Executive Officer and K Carmody, Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Chief Executive Officer's Remuneration and Proposed Draft KPIs for 2024/25 to enable the

Committee to consider Item 5.1 in confidence on the basis the Committee considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information relating to Item 5.1:

- information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable

being information relating to the Chief Executive Officer, which is sensitive as details of his performance will be discussed.

Accordingly, on this basis, the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

CARRIED

CE29/24 **MOVED Cr Peters SECONDED Mayor Stephens**
Following negotiations with the Chief Executive Officer the Committee and Chief Executive Officer agreed to recommend to Council an increase to the Chief Executive Officer's base salary of 4%, noting that this is less than CPI, backdated to his anniversary date of 16 April 2024.

CARRIED

CE30/24 **MOVED Cr Peters SECONDED Cr Jackson**
That the CEO Performance Review Committee recommend to Council that the following amended draft KPIs for the Chief Executive Officer for 2024/25 be adopted:

1. Community Engagement

KPI – Improve communication with the Community / Development Associations.

Measure – The CEO or a Director attend the Community / Development Associations' meetings at least bi-monthly.

2. Organisational Culture

KPI – Draft a potential Scope of Works for a Health Check survey with assistance from an outside organisation.

Measure – Draft Scope of Works to be presented to Council by 30 March 2025.

3. Capital and Strategic Projects

KPI – Ensure the completion of the road resheeting and resealing program as approved at the first 2024-25 financial year meeting of the Asset Management Committee.

KPI – Deliver a Court Sports Precinct Master Plan concept including a high-level cost estimate.

Measure – Concept design and high-level costings to be presented to Council no later than 30 June 2025.

KPI – Finalise the Bowman Park, Lawrie Park, and Nelshaby Reservoir Masterplans.

4. Operations

KPI – Develop an events strategy to enhance Council's existing events and options for new events.

Measure – Draft strategy to be presented to Council no later than 31 March 2025.

5. Economic

KPI – Finalise the Direct Negotiation Framework for the two Port Pirie Riverfront Precinct EOI proposals.

Measure – To be finalised according to the timeframes in the proposals.

KPI – Explore options for the potential creation of additional open space adjacent the Port Pirie Riverfront Precinct.

Measure – Report to be presented to Council no later than 31 December 2024.

CARRIED

Section 91(7) Order

CE31/24

MOVED Cr Peters

SECONDED Mayor Stephens

Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the agenda reports, attachments, discussion and minutes relating to Agenda Item 5.1 Chief Executive Officer's Remuneration and Proposed Draft KPIs for 2024/25 shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Sections 90(2) and (3)(a) of the Act on the grounds that the documents relate to information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable, being information relating to the Chief Executive Officer which is sensitive as details of his performance will be discussed.

This order shall operate for a period of six (6) months or until the matter has been finalised.

Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.

CARRIED

6.0 NEXT MEETING: 9 October 2024 at 5.00pm

7.0 CLOSURE: 6.56pm

CHAIR

MINUTES OF ITEMS THAT WERE CONSIDERED UNDER CONFIDENTIALITY PURSUANT TO SECTION 90(2) OF THE LOCAL GOVERNMENT ACT 1999 FOR THE ORDINARY COUNCIL MEETING HELD ON WEDNESDAY 25 SEPTEMBER 2024.

16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

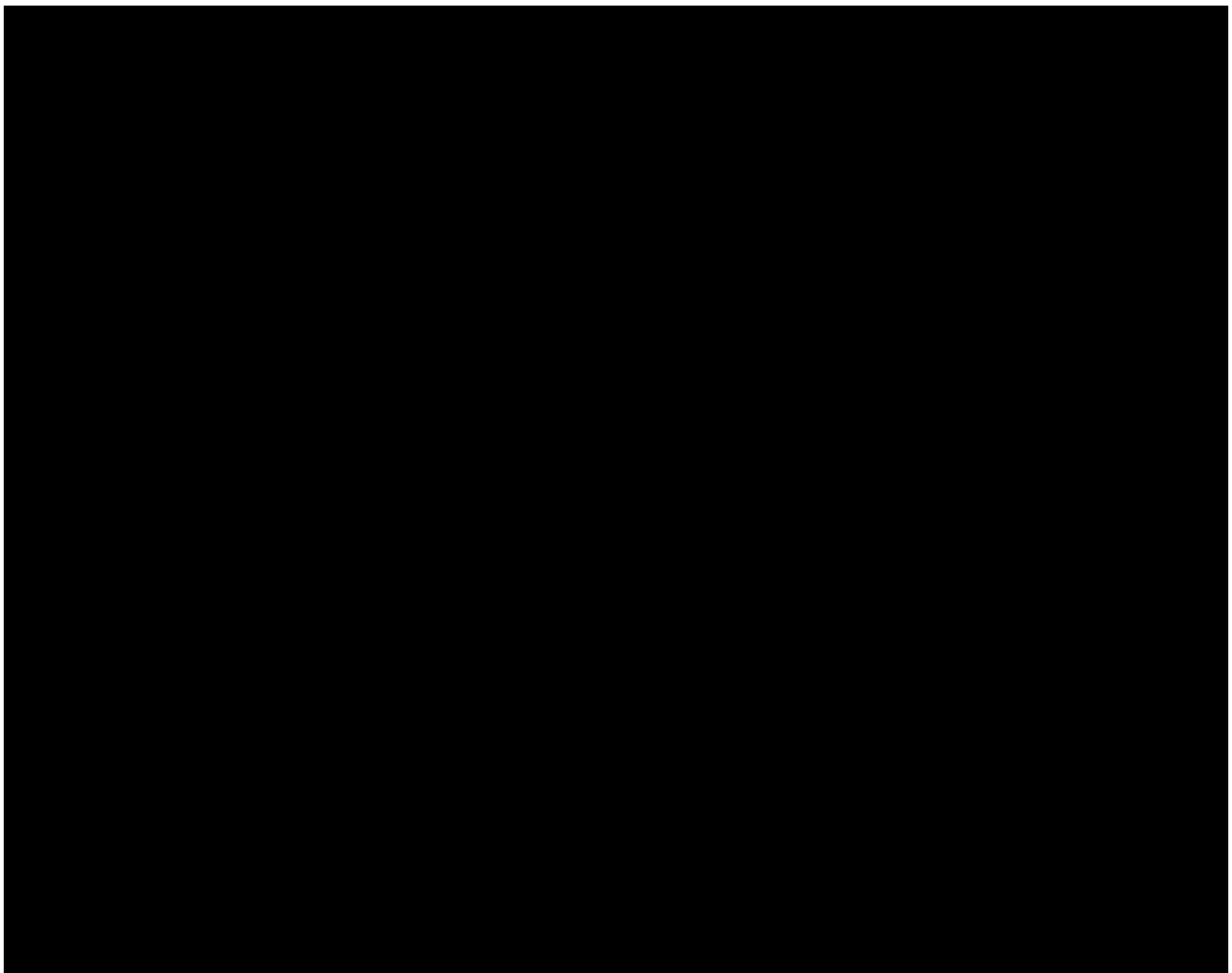
Cr Hopgood declared a material interest in items 8.1 Delegation: Green Iron SA Project Concept Update and 16.1 Commercial Discussions Update in that his family owns land in the area and left the meeting at 7.13pm.

Allan Kane joined the meeting at 7.13pm.

8.1 DELEGATION: GREEN IRON SA PROJECT CONCEPT UPDATE

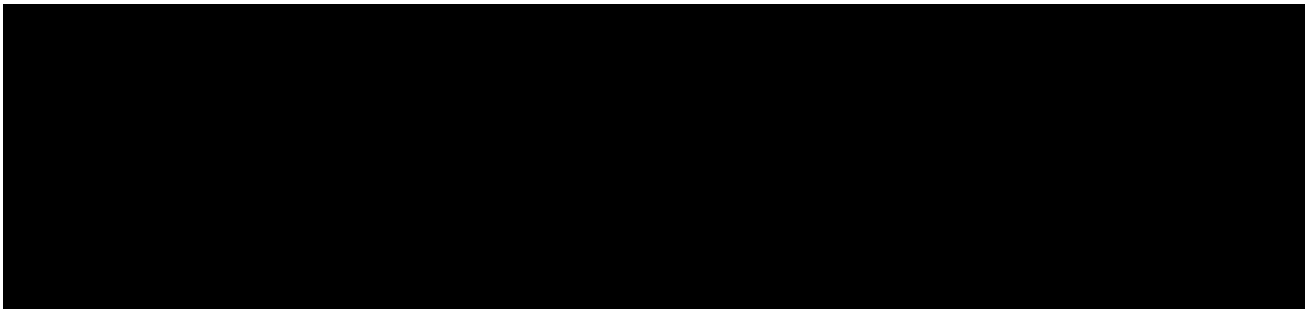
Mr Allan Kane, General Manager – Sustainability, Magnetite Mines presented to Council on behalf of Green Iron SA and provided an update on the Green Iron SA project concept.

Allan Kane left the meeting at 7.39pm.

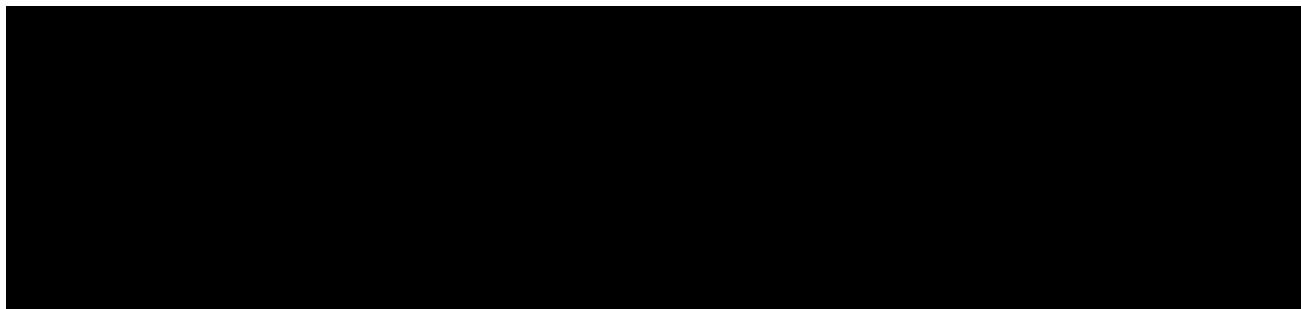


Cr Hopgood returned to the meeting at 7.47pm.

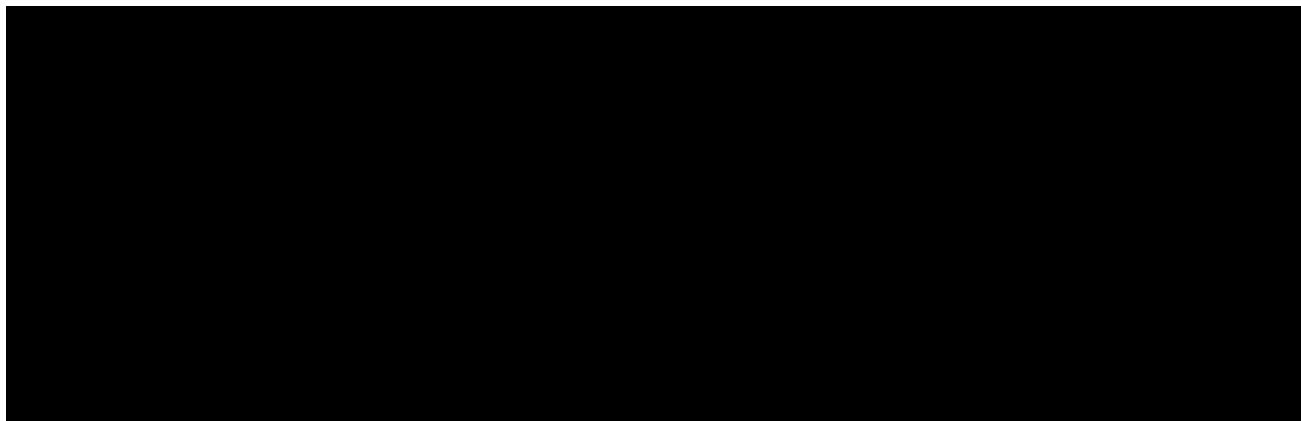
16.2 NOTICE OF CLAIM - UPDATE



16.3 SUSTECH UPDATE



16.4 UPDATE ON NEGOTIATION OF PROJECTS WITH TLAP



16.5 LGA PROCUREMENT RECOMMENDATION OF PROPOSED ELECTRICITY CONTRACT EXTENSION

RESOLUTION OM 350/24

MOVED: Cr A Gulin

SECONDED: Cr J Keain

- 1. That the report be received and Council endorse the actions of the Chief Executive Officer in indicating Council will be included in the best and final offer for the proposed electricity contract extension.**
- 2. That Council authorise the Chief Executive Officer to consider the best and final offer rates for the supply of electricity to large and unmetered sites together with the recommendation to be provided by LGA Procurement (LGAP) to extend the contract for a further period to December 2030.**

3. Further that the Chief Executive Officer be delegated authority to accept the LGAP's recommendation where it is considered that this is a beneficial outcome for Council.
4. That the Chief Executive Officer be required to consult with the Mayor and Councillor Petagna and the Directors of Infrastructure and Corporate & Community in exercising the above-mentioned delegation.

CARRIED

16.6 BARN HILL WIND FARM ROAD USE AND INFRASTRUCTURE AGREEMENT

RESOLUTION OM 353/24

MOVED: Cr A Zubrinich

SECONDED: Cr M Hopgood

That Council:

- delegate authority to the Chief Executive Officer to negotiate the final details for the Road Use and Infrastructure Agreement to manage requirements in relation to the impact of Council's local roads during construction and post construction for the Barn Hill Wind Farm and Battery Project at Redhill; and
- delegate authority to the Chief Executive Officer to execute the finalised Road Use and Infrastructure Agreement.

CARRIED

MAYOR

MINUTES OF ITEMS THAT WERE CONSIDERED UNDER CONFIDENTIALITY PURSUANT TO SECTION 90(2) OF THE LOCAL GOVERNMENT ACT 1999 FOR THE ORDINARY COUNCIL MEETING HELD ON WEDNESDAY 25 SEPTEMBER 2024.

16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

16.7 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE MEETINGS HELD 11 SEPTEMBER 2024 AND 18 SEPTEMBER 2024

RESOLUTION OM356/24

MOVED: Cr A Zubrinich

SECONDED: Cr A Gulin

That Council increase the Chief Executive Officer's base salary of 4%, noting that this is less than CPI, backdated to his anniversary date of 16 April 2024.

CARRIED

RESOLUTION OM357/24

MOVED: Cr M Hopgood

SECONDED: Cr L Peters

That Council adopt the following KPIs for the Chief Executive Officer for 2024/25:

1. Community Engagement

**KPI – Improve communication with the Community / Development Associations.
Measure – The CEO or a Director attend the Community / Development Associations' meetings at least quarterly.**

2. Organisational Culture

**KPI – Draft a potential Scope of Works for a Health Check survey with assistance from an outside organisation.
Measure – Draft Scope of Works to be presented to Council by 30 March 2025.**

3. Capital and Strategic Projects

KPI – Ensure the completion of the road resheeting and resealing program as approved at the first 2024-25 financial year meeting of the Asset Management Committee.

KPI – Deliver a Court Sports Precinct Master Plan concept including a high-level cost estimate.

Measure – Concept design and high-level costings to be presented to Council no later than 30 June 2025.

KPI – Finalise the Bowman Park, Lawrie Park, and Nelshaby Reservoir Masterplans.

4. Operations

KPI – Develop an events strategy to enhance Council's existing events and options for new events.

Measure – Draft strategy to be presented to Council no later than 31 March 2025.

5. Economic

KPI – Finalise the Direct Negotiation Framework for the two Port Pirie Riverfront Precinct EOI proposals.

Measure – To be finalised according to the timeframes in the proposals.

KPI – Explore options for the potential creation of additional open space adjacent the Port Pirie Riverfront Precinct.

Measure – Report to be presented to Council no later than 31 December 2024.

CARRIED

MAYOR

SPECIAL MEETING OF COUNCIL 13 November 2024



Members of Council

His Worship the Mayor L Stephens
Councillors:

Deputy Mayor K Jackson, J Connor, A Gulin, M Hopgood,
J Joyce, J Keain, G Petagna, L Peters, A Zubrinich

Confidential Agenda

The business to be considered at the above-mentioned meeting
is set out in the attached Agenda.

A handwritten signature in black ink, appearing to read "Peter Ackland".

Peter Ackland
Chief Executive Officer
11 November 2024

AGENDA

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4.1	RFT for Contract 2024/154 Supply of Road Resheeting Rubble Material	3
4.2	RFT for Contract 2024/155 Rubble Material Haulage 2024/25	8
4.3	RFQ for Contract 2024/260 - Administration Vehicle Replacement	14
4.4	Waste Managment Services - 2024/25 Bulk Processing/Shredding Requirements.....	19

4 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

4.1 RFT FOR CONTRACT 2024/154 SUPPLY OF ROAD RESHEETING RUBBLE MATERIAL

Author: Peter Lock, Manager Operations

Authoriser: Kathryn Johnson, Director Infrastructure

File Reference: 2024.3744

Timeframe:	2024/25 Financial Year			
Budget Impact:	Nil			
Risk Assessment:	Primary Risk Type(s):		Service Delivery	
	Inherent Risk:	Likelihood	Consequence	Rating
		Likely	Moderate	High
	Controls:	<ul style="list-style-type: none"> Engage a commercial quarry to supply material for road resheeting program 		
	Residual Risk:	Unlikely	Moderate	Medium

STRATEGIC REFERENCE:	
Theme	Our Lifestyle
Goal	Infrastructure
Strategy 3.2.3	Council provided assets are fit for purpose, proactively maintained and renewal recognises future demand.

RECOMMENDATION
<p>That Council:</p> <ul style="list-style-type: none"> award two separate contracts to Flinders Earthmoving and Blue Metal Supplies Pty Ltd and SC Heinrich Pty Ltd for the supply of road resheeting rubble material in accordance with their submitted rates in response to Request for Tender for Contract 2024/154 Supply of Road Resheeting Rubble Material for Unsealed Roads; note that the estimated total contract value for material supply is approximately \$507,000; and delegate authority to the Chief Executive Officer to approve variations up to the value of 10% of the contract sums.

EXECUTIVE SUMMARY
Council released a tender for the supply of material. Based on the submissions and subject to material testing prior to the supply of material it is proposed to enter into a contract with two different suppliers based on their geographical location and quantities being offered.

CONSULTATION UNDERTAKEN
Nil

DISCUSSION

Council sought suitable suppliers of rubble material in lieu of sourcing from several private landowners. The rubble material sourced must fit the technical ranges as determined by Tonkin Consulting and be located within a relatively close proximity to the roads being resheeted, to ensure economic resheeting activities where practical. The supply of material will be used in Council's Resheeting Program and Track Upgrades.

Council will engage a haulage contractor under a separate panel agreement to collect the material from the quarry for distribution to the selected roads.

TENDER ASSESSMENT

Request for Tender documentation was uploaded to SA Tenders and Contracts to capture as many suitable suppliers as possible. At the closing time of 2:00 pm, Thursday 17 October 2024, three tender submissions were received:

- SC Heinrich Pty Ltd
- Flinders Earthmoving and Blue Metal Supplies Pty Ltd
- Pocock Quarries Pty Ltd

Tenderers were invited on a Schedule of Rates basis, which means that the successful tenderer will be paid for the actual quantity of material supplied on the rates provided in their tender. The rates submitted are inclusive of loading the material onto haulage contractor trucks.

NON CONFORMING

Pocock Quarries Pty Ltd had submitted an offer for raise and crushing material but did not offer the supply of the actual material. Their submission would be better suited for a crushing tender out of borrow pits and was deemed non-conforming.

QUALITATIVE ASSESSMENT

Tenders received have been assessed against the criteria as set out below:

Price	40%
Compliance to specifications	30%
Local Economic Benefit	5%
Management Systems	25%
TOTAL	100%

The tenders were evaluated Peter Lock, Manager Operations and Glenn Miller, Projects & Procurement Officer.

A summary of the tender assessment is contained on the following pages as:

- Pricing schedule
- The tender summary

OVERALL FINDING

Only two suppliers have stated they can supply material in accordance with the specifications provided. The suppliers are all experienced in provided quarry material for road construction purposes.

Flinders Earthmoving and Blue Metal supplies Pty Ltd have proposed 2 different materials at a limited volume. Due to the methods and cost required to raise and crush the material varying, they have provided two material sources that they believe will meet the required specification. However, they have capped both supplies at approximately 5000 tonnes for each source. One source, Council has previously used on a neighbouring road which has been understood to construct a good surface which is a limestone based product.

SC Heinrich Pty Ltd are proposing to source material from their quarry located on Klemm Road, Brinkworth, which is approximately 11 km from the Port Pirie Regional Council southern boundary near Koolunga. The rates provided are in between the two rates provided by Flinder's Earthmoving and Blue Metal Supplies Pty Ltd but on average are slightly higher. However, as they are located closer to roads in the southern area of the Council Region, there is cost benefit and larger volumes available that can benefit Council. The same product is used by Wakefield Regional Council and was used by Port Pirie Regional Council last year where the product has appeared to make good wearing surfaces. The rate that SC Heinrich Pty Ltd is the same rate as what they had provided last financial year.

TIMING AND BUDGET

Total funding of \$2.3 m, including any carry over from the 2023/24 program, has been allocated to the Resheeting Program in the 2024/25 Capital Works Budget. This proposed scope of works to be funded from this budget is as follows:

- Supply of road resheeting rubble material
- Haulage of road resheeting rubble material
- Resheeting of selected unsealed roads using internal resources and external

Should Council agree to the recommendation, the preferred tenderers will be engaged, and works to supply material will be programmed to be completed in June 2025, subject to material testing confirming compliance with the specification.

ATTACHMENTS

1. Pricing Schedule
2. Tender Summary

Pricing Schedule

Supplier	Rate	Amount Estimates
Flinders Earthmoving and Blue Metal supplies Pty Ltd – Material Type 1	\$14.50 per tonne 5,000 tonne	\$72,500
Flinders Earthmoving and Blue Metal supplies Pty Ltd – Material Type 2	\$12.00 per tonne 5,000 to 7,000 tonne	\$84,000
SC Heinrich Pty Ltd	\$14.00 per tonne 25,000 tonne	\$350,000

Supply is based on approximately 37,000 tonnes of material

Tender Summary

Criteria	Weighting	Flinders Earthmoving and Blue Metal Supplies	S.C. Heinrich & CO Pty Ltd	Pocock Quarries Pty Ltd
Price	40%	Lowest pricing average price with 2 difference sources	Mid range pricing	Not Complying - not supply
Company Details and Relevant Experience of Tenderer/ Compliance to Specification	30%	Company details provided and 30 years experience. Materials to be sourced from an operating extractive mining lease minimising environmental impact and inconvenience third party members of the public.	70 years. Sufficient plant & equipment on site and the ability to service in house for break down	Not Complying - not supply
Local Economic Benefit & Social Inclusion	5%	local contractor with material supply based out of Crystal Brook Quarry	Contractor based in Clare and quarry is at Brinkworth	Not Complying - not supply
Management Systems -WHS -Environment -Quality	25%	Isn't ISO Approved, does under take testing of material and has WHS Policy	suitably qualified	Not Complying - not supply
General Comments		Fair Submission. Has provided Council with other materials in the past from this location with good results	Good submission, experience of working with Port Pirie Regional Council. Has supplied materials of a good standard previously	Not Complying - not supply has provided a rate for crushing material not the supply of material

4.2 RFT FOR CONTRACT 2024/155 RUBBLE MATERIAL HAULAGE 2024/25**Author:** Peter Lock, Manager Operations**Authoriser:** Kathryn Johnson, Director Infrastructure**File Reference:** 2024.3750

Timeframe:	2024/25 Financial Year			
Budget Impact:	Nil			
Risk Assessment:	Primary Risk Type(s):		Service Delivery	
	Inherent Risk:	Likelihood	Consequence	Rating
		Likely	Moderate	High
	Controls:	<ul style="list-style-type: none"> Engage suitable contractors on an as needs basis through a panel agreement. 		
	Residual Risk:	Unlikely	Moderate	Medium

STRATEGIC REFERENCE:	
Theme	Our Lifestyle
Goal	Infrastructure
Strategy 3.2.3	Council provided assets are fit for purpose, proactively maintained and renewal recognises future demand.

RECOMMENDATION

That Council enter into a panel agreement with RJH Contracting Pty Ltd and SC Heinrich & Co Pty Ltd utilising their submitted rates for the haulage of rubble material for unsealed roads.

Pricing	RJH Contracting Pty Ltd		SC Heinrich & Co Pty Ltd	
Description	Rate \$ / Tonne	Rate \$ / Tonne	Rate \$ / Tonne	Rate \$ / Tonne
Kms. Pit or Quarry to work site (Haul distance)	Vehicle 1 Side Tipper Tandem Pay load 30 tonnes	Vehicle 2 Side Tipper Tandem & Trailer Pay load 60 tonnes	Vehicle 3 Semi Side Tipper Pay load 25-26 tonnes	Vehicle 4 Road Train Side Tipper Pay load 54-58 tonnes
0 – 5 kms	\$3.00	\$3.30	\$3.50	\$3.50
6 – 10 kms	\$3.35	\$3.65	\$4.00	\$4.00
11 – 15 kms	\$3.70	\$4.15	\$5.25	\$5.25
16 – 20 kms	\$4.05	\$4.55	\$6.00	\$6.00
21 – 25 kms	\$4.65	\$5.35	\$7.50	\$7.50
26 – 30 kms	\$5.25	\$6.15	\$7.50	\$7.50
31 – 35 kms	\$6.30	\$7.35	\$8.75	\$8.75
36 – 40 kms	\$7.35	\$8.85	\$9.60	\$9.60
41 – 45 kms	\$10.50	\$10.90	\$10.80	\$10.80
46 – 50 kms	\$12.70	\$13.50	\$12.00	\$12.00
Self Loading - Day Rate exc. GST	\$1.85 per tonne		\$1.00 per tonne	

EXECUTIVE SUMMARY

Council reviewed the method of engaging contractors to cart rubble material for unsealed roads and found the method to be too prescriptive. To allow flexibility and adaptability for both parties the proposed method is to have a panel of suitably qualified contractors to cart rubble material for unsealed roads on a tonne per km rate. This method of engaging haulage contractors is used by several other neighbouring councils.

Council released a tender and received six submissions from contractors and based on the rates provided are proposing to enter into a panel agreement with two of those contractors. The contractors will be used to cart material as part of annual road resheeting program and track upgrades.

CONSULTATION UNDERTAKEN

Nil

DISCUSSION

As part of the 2024/25 annual road resheeting program, Council sought suitable rubble material haulage contractors to provide support to the construction works to be performed by Council's internal labour. The intention is to set up a panel of several contractors to perform this service on an as needs basis by Council.

The contractors shall be required to provide the service of rubble haulage which covers the activities of loading, carting and placement of the nominated material at each road construction site. This service will also be extended under this panel arrangement to the delivery of material to assist Council in heavy grade & maintenance works under separate job numbers.

The tenderers were required to provide pricing on a schedule of rates basis for each tonne of material hauled and delivered to the required delivery location per kilometer. The requirement to pay the CITB levy will be managed by Council.

Council stipulated in the Request for Tender documentation that rates for side tipper trailers only would be accepted.

TENDER ASSESSMENT

Request for Tender documentation was uploaded to SA Tenders and Contracts at the closing time of 2pm on 17 October, 2024, six tender submissions were received. The submissions received were from:

- TEC Contacting Pty Ltd
- Enerco Pty Ltd
- Barnum Indigenous Services
- RJH Contracting Pty Ltd
- SC Heinrich Pty Ltd
- Schultz Earthmoving

Tenderers were invited on a Schedule of Rates basis, which means that the successful tenderer will be paid for actual works completed at the rates provided in their tender.

Tenders received have been assessed against the criteria as set out below:

Price	35%
Company Details & Relevant Experience	15%
Local Economic Benefit & Social Inclusion	5%
Management Systems	20%
Project Methodology, Management and Delivery	25%
TOTAL	100%

The tenders were evaluated by Peter Lock, Manager Operations and Glenn Miller, Projects & Procurement Officer.

A summary of the tender assessment is attached as:

- Pricing schedule
- The tender summary

NON CONFORMING

Schultz Earthmovers was deemed a non-conforming offer due to failing to provide a pricing return and the schedule of returns before the closing time.

OVERALL FINDING

Five of the six submissions were deemed to meet the criteria for evaluation and are suitably qualified contractors with experience of loading and hauling material.

From reviewing the pricing schedule, RJH Contracting Pty Ltd overall is the most cost effective for hauling material using either single or road train side tippers in the 0 to 45 km range and their rate of 46 to 50 km is not substantially higher than the other submissions.

SC Heinrich & Co Pty Ltd are quite competitive in the 0 to 40 km range and their rates were the lowest for the 41 to 50 km range. Where their rates become the most cost effective for all ranges if they self-loaded from Council borrow pits. The recommendation is to engage with RJH Contracting Pty Ltd and SC Heinrich & Co Pty Ltd for their haulage services in a Panel Agreement due to the competitive nature of their pricing, where either can be used to supplement each other in if one or another cannot meet Council's required haulage needs.

In addition, it is important to note that both RJH Contracting Pty Ltd and SC Heinrich & Co Pty Ltd worked under a similar arrangement for the 2023/24 resheeting program, where it appeared that SC Heinrich & Co Pty Ltd were able to provide a consistent service keeping ahead of the construction operations. It is also noted that the consistency of rubble being delivered along the roadside was more even and easier for operators to construct roads.

It was noted that RJH Contracting Pty Ltd may have had some less experienced operators with experienced operators and at times would either deliver too little or too much material in locations which can have negative budget impacts.

This performance will be continuously monitored for both contractors and where there is a cost benefit to use the other contractor due to their haulage rate vs quality of delivery and difficulty of constructability that either contractor will be prioritised. Therefore, SC Heinrich & Co Pty Ltd are competitive enough to be used for a majority of the movements if the delivery of material from RJH Contracting Pty Ltd is not within reason and vice versa. Council has also added in addition wording into the tendering specification and contract around the contractor shall deliver material that has restriction on the amount of variance in consecutive windrows sizes to mitigate future problems.

TIMING AND BUDGET

Total funding of \$2.3 m has been allocated to Resheeting Program in the 2024/25 Capital Works Budget. This proposed scope of works to be funded from this budget is as follows:

- Supply of road resheeting rubble material
- Haulage of road resheeting rubble material
- Resheeting of selected unsealed roads using internal resources

Should Council agree to the recommendation, the preferred tenderers will be engaged under a panel agreement and works associated with the resheeting program will be programmed to be completed by June 2025, subject to the supply of road resheeting rubble material.

ATTACHMENTS

- 1. Pricing Schedule**
- 2. Tender Summary**

Pricing Schedule

Schedule 16 - Pricing	Tec Contracting Pty Ltd		Enerco Pty Ltd	Barnum Indigenous Services		RJH Contracting Pty Ltd		SC Heinrich & Co Pty Ltd	
Description	Rate \$ / Tonne	Rate \$ / Tonne	Rate \$ / Tonne	Rate \$ / Tonne	Rate \$ / Tonne	Rate \$ / Tonne	Rate \$ / Tonne	Rate \$ / Tonne	Rate \$ / Tonne
Kms. Pit or Quarry to work site (Haul distance)	Vehicle 2 Side Tipper Tandem & Trailer Payload 23 tonnes	Vehicle 3 Road Train Payload 45 tonnes	Vehicle 1 Side Tipper Payload 33 tonnes	Vehicle 1 Side Tipper Payload tonnes	Vehicle 2 Road Train 30 Payload tonnes	Vehicle 1 Side Tipper Tandem Payload 30 tonnes	Vehicle 2 Side Tipper Tandem & Trailer Payload 60 tonnes	Vehicle 3 Semi Side Tipper Payload 25-26 tonnes	Vehicle 4 Road Train Side Tipper Payload 54-58 tonnes
0 – 5 kms	\$7.80	\$5.20	\$11.50	\$7.73	\$5.15	\$3.00	\$3.30	\$3.50	\$3.50
6 – 10 kms	\$10.40	\$6.76	\$11.50	\$10.30	\$6.70	\$3.35	\$3.65	\$4.00	\$4.00
11 – 15 kms	\$13.00	\$8.58	\$11.50	\$12.88	\$8.50	\$3.70	\$4.15	\$5.25	\$5.25
16 – 20 kms	\$15.60	\$10.40	\$11.50	\$15.45	\$10.30	\$4.05	\$4.55	\$6.00	\$6.00
21 – 25 kms	\$19.24	\$11.44	\$11.50	\$19.06	\$11.33	\$4.65	\$5.35	\$7.50	\$7.50
26 – 30 kms	\$23.40	\$14.04	\$12.00	\$23.18	\$13.91	\$5.25	\$6.15	\$7.50	\$7.50
31 – 35 kms	\$27.56	\$15.60	\$12.00	\$27.30	\$15.45	\$6.30	\$7.35	\$8.75	\$8.75
36 – 40 kms	\$29.64	\$18.72	\$12.00	\$29.36	\$18.54	\$7.35	\$8.85	\$9.60	\$9.60
41 – 45 kms	\$33.80	\$20.28	\$12.00	\$33.48	\$20.09	\$10.50	\$10.90	\$10.80	\$10.80
46 – 50 kms	\$37.44	\$23.40	\$12.00	\$37.80	\$23.18	\$12.70	\$13.50	\$12.00	\$12.00
Self Loading - Day Rate exc. GST	\$830 per day		\$450 per day	\$850 per day		\$1.85 per tonne		\$1.00 per tonne	

Lowest Rate for single side tipper (approx. 23 to 33 tonne)

Lowest Rate for road train side tipper (approx. 54 to 60 tonne)

*Note if SC Heinrich Self load from a Borrow Pit their pricings is lowest for all distances due to loading rate being \$1 per tonne.

Tender Summary

Criteria	Weighting	Tec Contracting Pty Ltd	Enerco Pty Ltd	Barnum Indigenous Services	RJH Contracting Pty Ltd	SC Heinrich & Co Pty Ltd	Schultz Earthmoving
Price	35%	rates are very high	rates are quite high	rates are very high	Lowest rates short trips carting from commercial quarry	competitive rates lowest for long range trips and lowest for self loading trips	NA
Company Details and Relevant Experience of Tenderer	15%	has indicated 5 years for this type of work	13 years trading	2 years	15 years	70 years	NA
Local Economic Benefit & Social Inclusion	5%	Local Port Pirie Contractor	Local Port Pirie Contractor	SA Contractor from Andamooka	Contractor based in Port Augusta with 15 employees	Contractor based in Clare	NA
Management Systems -WHS -Environment -Quality	20%	suitably qualified	suitably qualified	suitably qualified	suitably qualified	suitably qualified	NA
Project Methodology, Management & Delivery	25%	Has a sister company that specialise in haulage and in the event that plant or labour is required that TEC cannot facilitate they can be drawn down on.	has indicated multiple trucks are available but limited side tippers	Has subcontractor with large plant and equipment as support	Has sufficient plant and equipment to meet requirements.	Has sufficient plant and equipment to meet requirements.	NA
General Comments		prices are well above expected rates	rates are quite high for short and median trips and near the mark for the longest trips but still higher than competitors	prices are well above expected rates	Good submission, has carted for PPRC last year	Overall good submission and has good working relationship with PPRC from last year and previously	Not Complying, didn't provide tender details and rates by closing time of tender

4.3 RFQ FOR CONTRACT 2024/260 - ADMINISTRATION VEHICLE REPLACEMENT**Author:** Alan Bennett, Project Manager**File Reference:** 2024.2005

Timeframe:	2024/25 Financial Year			
Budget Impact:	\$55,000 (including GST)			
Risk Assessment:	Primary Risk Type(s):		Financial / Infrastructure	
	Inherent Risk:	Likelihood	Consequence	Rating
		Likely	Insignificant	Low
	Controls:	<ul style="list-style-type: none"> Plant replacement program in place Sound procurement process in place 		
	Residual Risk:	Unlikely	Insignificant	Low

STRATEGIC REFERENCE:	
Theme	Our Lifestyle
Goal	Infrastructure
Strategy 3.2.3	Council provided assets are fit for purpose, proactively maintained and renewal recognises future demand.

RECOMMENDATION	
That Council:	
<ul style="list-style-type: none"> note that as per OM233/24 a review of the Motor Vehicle Policy and Procurement Policy is yet to be completed to ensure the guiding principles to achieve best value to Council versus purchasing motor vehicles from dealers within the Council area are better aligned; acknowledge that in assessing the quotes received for the administration vehicle replacement that the recommendation made is based on best value to Council, noting that the Port Pirie based supplier will still benefit from the ongoing servicing of the motor vehicle; and award Stevens Motors Pty Ltd the supply of one (1) Mitsubishi Pajero Sport in accordance with the documents submitted in response to Request for Quote for Contract 2024/260 – Administration Vehicle Replacement for the amount up to \$54,800 (including GST). 	

EXECUTIVE SUMMARY
A Request for Quote process has been conducted to replace the vehicle provided to the Director Infrastructure as part of the administration vehicle replacement program. An evaluation process has been completed and approval is now sought for the award to the preferred supplier.

CONSULTATION UNDERTAKEN
Nil

DISCUSSION

The purpose of this report is to seek approval, with supporting information, to enable the awarding of a purchase order for the replacement of an admin vehicle (Director Infrastructure).

Council has allocated funds to the value of \$55,000 in its 2024/25 Capital Works Program for replacement of this vehicle.

TERM OF CONTRACT

The purchase of this vehicle will be for a one-off purchase performed using a standard Council purchase order.

QUOTATION ASSESSMENT

Request for Quotation documentation was sent to three vehicle suppliers located within close proximity to the Port Pirie Regional Council area.

At the closing time of quotes of 2:00 pm, Tuesday 29 October 2024, quote submissions were received as follows:

Respondent	Quoted Price (including GST)	Trade-In Value Offered	Net Adjusted Purchase Price (including GST)
Stevens Motors Pty Ltd	\$54,800.00	\$13,500.00	\$41,300.00
Augusta Motor Company Pty Ltd	\$55,903.49	\$13,000.00	\$42,903.49
Spencer Motor Co	\$55,422.98	\$10,122.98	\$45,300.00

Quotes were invited on a Lump Sum basis with a trade-in value offered.

NB: these figures are shown including GST due to the calculations required for total vehicle delivery and the trade-in value implications.

QUALITATIVE ASSESSMENT

Respondents received have been assessed against the criteria as set out below:

Price	50%
Customer Service Plan	25%
Implementation/Delivery Schedule	15%
Warranty and Service	15%
Total	100%

The quotes were evaluated by Alan Bennett, Project Manager.

A summary of the quotation assessment is attached as:

- The quotation summary, and
- The quotation scoring matrix

OVERALL FINDING

Although Stevens Motors is based in Laura (not positioned within the PPRC local area), it is still considered local due to only being 41 kilometers from the city of Port Pirie. A resolution was passed under OM233/24 at the June 2024 Ordinary Meeting of Council, that a review be performed of the Motor Vehicle Policy and Procurement Policy to ensure the guiding principles to achieve best value to Council versus purchasing motor vehicles from dealers within the Council area are better aligned. Noting that the Procurement Policy requires three quotes to be sought and the Motor Vehicle Policy requires motor vehicles to be purchased preferably from dealers within the Council area and there is currently only one dealer in the Council area. At this date this action has not been performed.

While the offer by Spencer Motors on this occasion is 9.7% higher in cost than that provided by Stevens Motors, they will still be able to benefit from ongoing vehicle servicing as a local Mitsubishi service agent. The submission provided by Stevens Motors also confirmed that delivery of the required vehicle would be performed one week from the date of order, where Spencer Motors had no stock available. On this basis, it is recommended that a purchase order be issued to Stevens Motors Pty Ltd for the purchase of this vehicle.

TIMING AND BUDGET

Total funding of just over \$55,000 has been allocated to the replacement of this vehicle in the 2024/25 Capital Works Budget. In order to accurately score the final cost of these vehicles, the net adjusted figures have been used in the quotation scoring matrix attached.

Should Council agree to the recommendation, an order can be placed with handover to be completed one week thereafter.

ATTACHMENTS

1. Quotation Summary
2. Quotation Scoring Matrix

QUOTATION SUMMARY

Criteria	Weighting	Stevens Motors Pty Ltd	Augusta Motor Company Pty Ltd Port Augusta KIA	Spencers Motors
Customer Service Plan	10%	Business based in Laura (41 kilometres away) and falls within our local economic catchment area, semi local business, experienced in the supply of vehicles, no dealings with the business in the past.	Business based in Port Augusta (91 kilometres away) and falls within our local economic catchment area, semi local business, experienced in the supply of vehicles, no dealings with the business in the past	Local business based in Port Pirie, previous purchases, experienced in the supply of vehicles.
Implementation/Delivery Schedule	25%	Vehicle is in stock - one week turn around	Did not provide	Did not provide
Warranty and Service	15%	10 year warranty and capped servicing	10 year warranty and capped servicing	10 year warranty and capped servicing
Price	50%	Best Price on Vehicle and Trade-in	Reasonable	Most Expensive (9.7% higher than the preferred offer)
General Comments	100%	Preferred supplier	Next best option	Supplier not preferred on this occasion. Supplier will still benefit from scheduled servicing.

QUOTATION SCORING MATRIX

ITEM	DESCRIPTION	WEIGHTING %	Stevens Motors Pty Ltd		Augusta Motor Company Pty Ltd Port Augusta KIA		Spencer Motor Co.	
	Evaluation Criteria Note: () * Denotes Rating		Score (out of 5)		Score (out of 5)		Score (out of 5)	
	LUMPS SUM TENDER VALUE EXCL GST		\$41,300.00		\$42,903.49		\$45,300.00	
1	Customer service plan	10%	3	6.00	3	6.00	3	6.00
3	Implementation/Delivery Schedule (Schedule 12)	25%	4	20.00	3	15.00	3	15.00
4	Warranty (Schedule 14)	15%	3	9.00	3	9.00	3	9.00
5	Price (Schedules 16) Score = 2.5 + 5*((M-\$T)/\$M)	50%	2.73	27.30	2.54	25.40	2.26	22.60
TOTAL SCORE INCLUDING PRICE		100%	62.30		55.40		52.60	
TOTAL RANK INCLUDING PRICE			1		2		3	
TOTAL SCORE EXCLUDING PRICE			35.00		30.00		30.00	
TOTAL RANK EXCLUDING PRICE			1		2		2	

4.4 WASTE MANAGMENT SERVICES - 2024/25 BULK PROCESSING/SHREDDING REQUIREMENTS

Author: Chris Davey, Director Development & Regulation

Authoriser: Chris Davey, Director Development & Regulation

File Reference: 1.026

Timeframe:	2024/2025 Financial Year			
Budget Impact:	Within Operating Budget			
Risk Assessment:	Primary Risk Type(s):		Financial / Infrastructure	
	Inherent Risk:	Likelihood	Consequence	Rating
		Unlikely	Minor	Low
	Controls:	<ul style="list-style-type: none"> Request for Quote Process Contractor Management 		
	Residual Risk:	Unlikely	Minor	Low

STRATEGIC REFERENCE:	
Theme	Our Lifestyle
Goal	Sustainability
Strategy 3.3.3	New initiatives that maximise waste diversion and resource recovery are identified and supported leading to an increased recognition of Port Pirie as a Green Industrial City.

RECOMMENDATION
That Council award a contract to Adelaide Resource Recovery for a total amount of \$193,200 (GST exclusive) in accordance with the documents submitted in response to Select Tender for the Waste Management Services 2024/2025 Bulk Processing/Shredding requirements.

EXECUTIVE SUMMARY
This report intends firstly to inform the Council of a recent procurement process undertaken and secondly authorise the administration to issue a purchase order, with minor works agreement, to the successful tenderer for the 2024/2025 bulk processing services as tendered and associated with our Port Pirie Waste Transfer Station operations.

CONSULTATION UNDERTAKEN
Nil

DISCUSSION

Our Port Pirie Waste Transfer Station (WTS) operations receive and manage approximately 22,000 tonnes of incoming materials per annum. Approximately 10,000 tonnes are managed and processed through the WTS shed, while the other 12,000 tonnes are managed and processed outside the facility within our bulk handling area. These materials such as construction and demolition material (rubble, bricks, concrete and soils), both kerbside collected (prior to March 2024 FOGO implementation) and transfer station drop off green vegetation material; our natural timber product material, and various sized vehicle tyres are held within the bulk handling area in large volumes prior to processing.

Each year, operating funds are allocated towards the function of processing the larger volume of materials which is generally green vegetation, tyres, and natural timber within one financial year, then construction and demolition materials the following financial year. The approved budget allocation of \$200,000 for this 2024/25 financial year will be focussed on processing the greens, timber, and tyre stockpiles.

Once the processing has been undertaken, the mulched green vegetation and natural timber materials can be transported by truck onto the previously clay capped closed landfill. The material will be spread out by a loader between 150 – 250 mm in depth over the remaining uncovered, already capped, areas of landfill for use as the final capping layer supporting regrowth in accordance with our approved EPA landfill closure plan. The threaded tyres will be transferred back into the WTS for disposal into Landfill.

TENDER PROCESS

With reference to, and acknowledgment that the purpose of the Council Procurement Policy is to provide guidance on the procurement of goods, works and services, and all tenders where the value of the tender exceeds \$100,000 exclusive of GST, will be subject to consideration and approval by the Council Elected Body. In this tender process the available budget of \$200,000 and anticipated value of the tenders we were expecting to receive have triggered this formal approval element from within the policy.

A select tender process was chosen for this procurement with due consideration given to the current Procurement Policy and further acknowledging that this procurement, is being a simple, largely price-based procurement, and with minimal defined scope.

Mid-September, a select group of contractors who are known to be capable of undertaking this type of large-scale processing/shredding activity, were selected and invited to submit a quotation, in competition with others, for the work in accordance with the very basic specification provide. All contractor representatives were encouraged to inspect the bulk materials currently being held on site at the Port Pirie Transfer Station and further directed to contact our Project Officer for any additional information required prior to submitting any pricing. No follow up questions were received, and Cleanaway, McMahon Services Australia and Adelaide Resource Recovery attended the facility to visually inspect the material.

During this tender, the Council was under no obligation to accept any quotes as part of this process; however, have reserved its right to negotiate directly with any, or all, respondents about undertaking all or part of this work at the conclusion of its review process.

Council have requested the following documents be submitted, prior to any works agreements being issued or any works commencing:

- Certificate of Currency - \$20,000,000 public liability insurance.
- The contractors WHS Policy.
- Current Employer Registration with Return-to-Work SA (Work Cover SA).
- A completed Job Safety Analysis and Safe Work Method Statement covering the work being undertaken.

The current estimated volumes of materials being held with the basic specification for processing were as follows:

Processing/Shredding approximately 38,500 cubic meters of stockpiled green material with a 200 mm screen

Green Material Stockpile (West View)



Green Material Stockpile (North View)



Processing/Shredding approximately 1,880 cubic meters of stockpiled natural timber material product with a 200 mm screen

Timber Material Stockpile



Processing/Shredding approximately 1900 cubic meters of stockpiled tyres with a 200 mm screen

Tyre Stockpile



The select tender invitation was sent directly via email to each of the five recipients on the 19 of September and remained open until 5:00 pm on the 11 of October 2024.

At the closing of tenders, four tender submissions were received as follows:

Tenderer	Tendered Services	Tendered Price
McMahon Services Australia	All Processing Elements	\$399,942.31 + GST
Cleanaway	All Processing Elements	\$251,771.00 + GST
Adelaide Resource Recovery (ARR)	All Processing Elements	\$193,200.00 + GST
New Earth	All Processing Elements	\$231,512.50 + GST
Ausshred	No Submission Received	N/A

ASSESSMENT

An evaluation panel consisting of the Environmental Service Supervisor, Compliance Coordinator and Environmental Service Operative undertook a review.

Responses were evaluated on the following basic criteria as set out below:

Price	50%
WHS Management Systems	30%
Previous Performance or Relevant Experience	20%
TOTAL	100%

OVERALL FINDING

Adelaide Recourse Recovery is recommended as the preferred provider for this tender meeting all basic requirements in all areas and provided the lowest and most cost-effective submission for the services tendered.

Criteria	McMahons	Cleanaway	ARR	New Earth	Ausshred
Price	10	30	50	35	0
Work Health Safety Systems	25	25	25	25	0
Previous Performance	0	0	0	5	0
Total/100	35	55	75	65	0

TIMING AND BUDGET

A total budget of \$200,000 for material processing has been allocated within the current 2024/25 operational budget.

Should Council agree to the recommendation, the processing services will commence later in November or early December 2024.

RISK ASSESSMENT

Residual Risk	Comments/Mitigation Strategy
Final Minor Works Agreement Negotiations.	Legal review will be conducted, if required, on any suggested clause amendments that may be requested to the model contract document to ensure any liability or risk to Council is mitigated or eliminated.

ATTACHMENTS

Nil

MINUTES OF ITEMS THAT WERE CONSIDERED UNDER CONFIDENTIALITY PURSUANT TO SECTION 90(2) OF THE LOCAL GOVERNMENT ACT 1999 FOR THE SPECIAL COUNCIL MEETING HELD ON WEDNESDAY 13 NOVEMBER 2024.

4 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

4.1 RFT FOR CONTRACT 2024/154 SUPPLY OF ROAD RESHEETING RUBBLE MATERIAL

RESOLUTION SCM 049/24

MOVED: Cr M Hopgood

SECONDED: Cr J Joyce

That Council:

- **award two separate contracts to Flinders Earthmoving and Blue Metal Supplies Pty Ltd and SC Heinrich Pty Ltd for the supply of road resheeting rubble material in accordance with their submitted rates in response to Request for Tender for Contract 2024/154 Supply of Road Resheeting Rubble Material for Unsealed Roads;**
- **note that the estimated total contract value for material supply is approximately \$507,000; and**
- **delegate authority to the Chief Executive Officer to approve variations up to the value of 10% of the contract sums.**

CARRIED



MAYOR

4.2 RFT FOR CONTRACT 2024/155 RUBBLE MATERIAL HAULAGE 2024/25**RESOLUTION SCM 052/24****MOVED: Cr L Peters****SECONDED: Cr J Keain**

That Council enter into a panel agreement with RJH Contracting Pty Ltd and SC Heinrich & Co Pty Ltd utilising their submitted rates for the haulage of rubble material for unsealed roads.

Pricing	RJH Contracting Pty Ltd		SC Heinrich & Co Pty Ltd	
Description	Rate \$ / Tonne	Rate \$ / Tonne	Rate \$ / Tonne	Rate \$ / Tonne
Kms.	Vehicle 1	Vehicle 2	Vehicle 3	Vehicle 4
Pit or Quarry to	Side Tipper	Side Tipper	Semi Side Tipper	Road Train Side
work site	Tandem	Tandem & Trailer	Pay load 25-26	Tipper
(Haul distance)	Pay load 30	Pay load 60	tonnes	Pay load 54-58
	tonnes	tonnes		tonnes
0 – 5 kms	\$3.00	\$3.30	\$3.50	\$3.50
6 – 10 kms	\$3.35	\$3.65	\$4.00	\$4.00
11 – 15 kms	\$3.70	\$4.15	\$5.25	\$5.25
16 – 20 kms	\$4.05	\$4.55	\$6.00	\$6.00
21 – 25 kms	\$4.65	\$5.35	\$7.50	\$7.50
26 – 30 kms	\$5.25	\$6.15	\$7.50	\$7.50
31 – 35 kms	\$6.30	\$7.35	\$8.75	\$8.75
36 – 40 kms	\$7.35	\$8.85	\$9.60	\$9.60
41 – 45 kms	\$10.50	\$10.90	\$10.80	\$10.80
46 – 50 kms	\$12.70	\$13.50	\$12.00	\$12.00
Self Loading - Day	\$1.85 per tonne		\$1.00 per tonne	
Rate exc. GST				

CARRIED


 MAYOR

4.3 RFQ FOR CONTRACT 2024/260 - ADMINISTRATION VEHICLE REPLACEMENT

RESOLUTION SCM 055/24

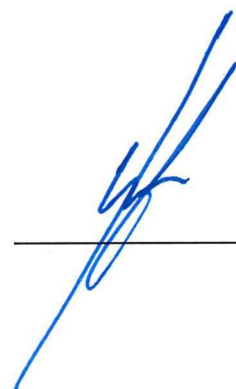
MOVED: Cr J Connor

SECONDED: Cr M Hopgood

That Council:

- note that as per OM233/24 a review of the Motor Vehicle Policy and Procurement Policy is yet to be completed to ensure the guiding principles to achieve best value to Council versus purchasing motor vehicles from dealers within the Council area are better aligned;
- acknowledge that in assessing the quotes received for the administration vehicle replacement that the recommendation made is based on best value to Council, noting that the Port Pirie based supplier will still benefit from the ongoing servicing of the motor vehicle; and
- award Stevens Motors Pty Ltd the supply of one (1) Mitsubishi Pajero Sport in accordance with the documents submitted in response to Request for Quote for Contract 2024/260 – Administration Vehicle Replacement for the amount up to \$54,800 (including GST).

CARRIED



MAYOR

4.4 WASTE MANAGEMENT SERVICES - 2024/25 BULK PROCESSING/SHREDDING REQUIREMENTS

RESOLUTION SCM 058/24

MOVED: Cr G Petagna

SECONDED: Cr A Gulin

That Council award a contract to Adelaide Resource Recovery for a total amount of \$193,200 (GST exclusive) in accordance with the documents submitted in response to Select Tender for the Waste Management Services 2024/2025 Bulk Processing/Shredding requirements.

CARRIED



MAYOR

SPECIAL MEETING OF COUNCIL 20 November 2024



Members of Council

His Worship the Mayor L Stephens
Councillors:
Deputy Mayor Cr K Jackson
Cr J Connor, Cr A Gulin, Cr M Hopgood,
Cr J Joyce, Cr J Keain, Cr G Petagna,
Cr L Peters, Cr A Zubrinich

Confidential Agenda

The business to be considered at the above-mentioned meeting
is set out in the attached Agenda.

A handwritten signature in black ink, appearing to read "Peter Ackland".

Peter Ackland
Chief Executive Officer
20 November 2024

AGENDA

3 Items for Consideration as to Confidentiality 3

 3.1 Consideration of Purchase of Strategic Land Parcel 3

3 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

3.1 CONSIDERATION OF PURCHASE OF STRATEGIC LAND PARCEL

Author: Peter Ackland, Chief Executive Officer

Timeframe:	Immediate			
Budget Impact:	Can be contained within the current budget allocation for the South West Drainage Scheme, albeit this provision will need to be reviewed and likely increased as this project is implemented, given the current cost estimation is a number of years old.			
Risk Assessment:	Primary Risk Type(s):		Financial / Infrastructure	
	Inherent Risk:	Likelihood	Consequence	Rating
		Possible	Moderate	Medium
	Controls:	<ul style="list-style-type: none"> Engage Professional Services and legal advice Continued provision of information to the land owners and government as appropriate Clarity regarding the responsibility of all parties 		
	Residual Risk:	Possible	Minor	Low

STRATEGIC REFERENCE:	
Theme	Our Lifestyle
Goal	Infrastructure
Strategy 3.2.3	Council provided assets are fit for purpose, proactively maintained and renewal recognises future demand.

RECOMMENDATION

That having considered the updated information contained in the report, and in particular the high risk of not being able to negotiate a successful outcome with a potential new owner which in turn elevates the risk of the key South West Drainage project, Council reiterate resolution OM190/24 from its May 2024 meeting, but further authorise the Chief Executive Officer to make an offer to purchase Lot 100 Port Davis Road to a maximum purchase price of \$315,000 plus costs.

EXECUTIVE SUMMARY

Council considered reports in April and May 2024 advising of opportunity to purchase Lot 100 Port Davis Road, being the former Paint Ball Skirmish site, resulting in a preference to purchase the land.

Ultimately the land was on sold prior to Council being able to make an offer, and Council has since been negotiating with the new owner to relocate the easement for drainage purposes to another location within the Paint Ball Site.

It has now come to the attention of the writer that there is an opportunity to purchase the land, albeit at a price that is in excess of the current authorisation.

CONSULTATION UNDERTAKEN

Mayor Stephens, Executive Management Team, current owner, owner's sales agent.

DISCUSSION**Background**

Members would recall reports to meetings of Council in April and May 2024 where consideration was given to the potential to purchase Lot 100 Port Davis Road, Port Pirie being the site of the former Paint Ball Skirmish site, in order to provide increased options for the creation of the South West Drainage Scheme Linear park drain. This resulted from ongoing negotiations with the owner of the adjoining land (Samaras) in terms of seeking to secure portion of his land within which to locate the South West Drainage Scheme Linear park drain.

The report to the April 2024 meeting noted that the Paint Ball Skirmish site was currently listed for sale on several real estate sites, with the following high level information:

- Lot 100 Port Davis Road
- Comprises 23.93 ha
- Has a range of shedding and other ancillary structures from the former Paint Ball Skirmish activity
- Price guide on one site is \$225,000 – \$235,000 and another site lists the price as \$265,000
- Valuer General Valuation (2023/ 24) Site \$149,000 Capital \$190,000
- Has been on the market since 6 January 2022
- Zoned as “rural”

Council resolved as follows from that meeting:

- OM154/24 *MOVED Cr Hopgood SECONDED Cr Zubrinich*
- That the negotiations and actions taken as a result of resolution SM7/23 from Councils meeting held 27 March 2023 generally as contained in the agenda reports be noted and endorsed.*
- That Council seek to secure the additional land within Lot 100 Port Davis Road for the required expanded drainage outflow, generally as shown in the agenda report by purchase of the entirety of the land parcel Lot 100 Port Davis Road, with a view to placing the balance of the land not required for the expanded outflow back on the open market for sale at a future time.*
- That the Chief Executive Officer be authorised to negotiate for the purchase of land as described in this resolution in consultation with the Mayor.*
- Further, that the Chief Executive Officer be authorised to determine the purchase price be not more than \$265,000.*
- Subject to being able to secure the land the Chief Executive Officer be authorised to create the land parcel required for the expanded outflow either by way of easement or division of land.*
- That pursuant to section 193(4) of the Local Government Act, Council resolve that the land to be purchased as a result of this resolution not be classified as community land.*
- That the Chief Executive Officer be authorised to sign all documentation necessary to give effect to this resolution.*

At the following meeting in May 2024, Council received a report that the property had gone under contract for sale prior to Council's offer being able to be conveyed and as a result Council resolved as follows:

- OM 190/24 *MOVED Cr Keain SECONDED Cr Gulin*
That Council note that Lot 100 Port Davis Road was under contract for sale prior to Council being able to submit an offer to purchase.
- That Council reiterate its resolution OM154/24 in its entirety, noting its preferred option remains to purchase Lot 100 Port Davis Road.*
- Further, that given the impending sale of Lot 100 Port Davis Road to another, and in the event that the purchase of Lot 100 Port Davis Road by Council cannot be achieved, Council authorise the Chief Executive Officer to secure the portion of Lot 100 required for the expansion of the South West Drainage Scheme overflow through any of the following options:*
- by way of purchase of the required land portion, or*
 - by securing an easement over the required land portion,*
- That the Chief Executive Officer be authorised to negotiate the most beneficial outcome for Council required by the resolution, in consultation with the Mayor.*
- Further, that the Chief Executive Officer be authorised to determine the purchase price attributed to any authorised option to a maximum price of \$265,000 for the purchase of the whole of Lot 100, in consultation with the Mayor.*
- Subject to being able to secure the land (or portion as the case may be), the Chief Executive Officer be authorised to create the land parcel required for the expanded outflow either by way of easement or division of land.*
- That pursuant to section 193(4) of the Local Government Act 1999, Council resolve that the land to be acquired as a result of this resolution not be classified as community land.*
- That the Chief Executive Officer be authorised to sign all documentation necessary to give effect to this resolution*

Current situation

Since that time negotiations have been undertaken with the new owner regarding agreement to relocate the Councils easement to a different portion of the said land, with verbal agreement having been reached and a document reflecting this having been prepared and issued to the owner for signature. The owner had requested some minor wording alterations which have been affected and the agreement reissued. Of note this agreement had not been signed at the date of writing this report.

As part of a follow up phone call to the new owner on 19 November 2024 to ascertain the expected timing of signature, it was disclosed that the owner had received an offer to purchase the land and was giving this active consideration. Councils interest in potential purchase was reiterated and time provided by the owner to seek advice and direction from Council, hence this report, noting Councils active resolutions on this matter indicate a preference to purchase the land to a maximum value of \$265,000.

Strategic importance of this land

Previous reports have set out the benefit of the purchase of this land, effectively being to provide opportunity to meet the conditions of Mr. Samaras in reaching agreement for Samaras to transfer portion of his land to the Council for the stormwater drainage alignment required to drain both Samaras and Meyers land to allow for residential development of scale.

Additionally, the land could also be used for native vegetation offset for an as yet undefined requirement for native vegetation clearance from the adjoining Council land that is required for the outflow drain, and which has been set aside as a native vegetation offset area.

If the Paint Ball Skirmish land were able to be purchased in its entirety, it may also provide an opportunity to create a water storage location to slow the flow of water and thereby potentially reduce the size (and cost) of the outflow drain, albeit this would need to be further evaluated by engineers.

Alternatively, the unrequired portion of the paintball skirmish land could be sold if any other above mentioned uses are not required, and thereby a portion of the purchase cost can be recouped.

It is therefore considered that these options reflect the importance of purchase of this land, as reflected by Councils previous resolutions.

In terms of risk management, if the land is on sold to a new owner, there is no surety that the new owner would accommodate a request from Council to relocate the current easement, meaning additional time would be required to revisit the position put by Samaras to contain the linear park drain within his Deferred Urban zoned land, which may not be able to be accommodated, increasing the risk to conclude negotiations those negotiations.

Financial considerations

Council has previously authorised a purchase to the maximum value of \$265,000.

A search of sales records indicate that sale to the current owner was affected on 24 May 2024 for a sale value of \$220,000. Stamp Duty on a sale of that value would amount to \$7,680 with other costs estimated to round costs to say \$10,000. From a brief visual inspection it does not appear that any obvious improvements have been made sine the new owner acquired the land.

The owner, and separately his selling agent, indicated that the other offer was slightly in excess of \$300,000, which has to be taken on face value as it is unable to be verified.

The previous resolution of Council to purchase the land identified that the cost can be contained within the current budget allocation for the South West Drainage Scheme, albeit this provision will need to be reviewed and likely increased as this project is implemented, given the current cost estimation is a number of years old.

Whilst some increase in value of the land could reasonably be expected to have occurred since sale, an asking price of 39% greater than the most recent sales value is considered significant. Coincidentally, this is a similar percentage increase in primary production land that was experienced in the recent general valuation provided for the current rating period, noting the subject land is low value primary production land.

That being said, on the basis of a possible alternative offer of slightly more than \$300,000, an increase of say \$50,000 more than the maximum purchased value already resolved by Council could be said to be reasonable in achieving security of the land which opens a range of options described earlier in this report for the south west drainage scheme project that are not currently available to Council, and may not be if the land is on sold to a new owner. At the very least this would require additional time to renegotiate options to relocate the easement as has been undertaken with the current owner.

On balance it is therefore recommended that consistent with Councils past resolutions, Council reiterate resolution OM190/24 from its May 2024 meeting, but further authorise the Chief Executive offer to make an offer to purchase Lot 100 Port Davis Road to a maximum purchase price of \$315,000 plus costs.

ATTACHMENTS

Nil

MINUTES OF ITEMS THAT WERE CONSIDERED UNDER CONFIDENTIALITY PURSUANT TO SECTION 90(2) OF THE LOCAL GOVERNMENT ACT 1999 FOR THE SPECIAL COUNCIL MEETING HELD ON WEDNESDAY 20 NOVEMBER 2024.

3 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

Cr Petagna declared a general interest in item 3.1 Consideration of Purchase of Strategic Land Parcel in that he is good friends with the son of one of the landowners. Cr Petagna will stay in the meeting while this matter is discussed, will participate in the debate as he believes he can be impartial however will not vote.

3.1 CONSIDERATION OF PURCHASE OF STRATEGIC LAND PARCEL

RESOLUTION SCM 061/24

MOVED: Cr L Peters

SECONDED: Cr J Keain

That having considered the updated information contained in the report, and in particular the high risk of not being able to negotiate a successful outcome with a potential new owner which in turn elevates the risk of the key South West Drainage project, Council reiterate resolution OM190/24 from its May 2024 meeting, but further authorise the Chief Executive Officer to make an offer to purchase Lot 100 Port Davis Road to a maximum purchase price of \$350,000 plus costs.

CARRIED

Cr Petagna did not vote.

The remaining Members entitled to vote voted in favour.



MAYOR

ORDINARY MEETING OF COUNCIL 27 November 2024



Members of Council

His Worship the Mayor L Stephens
Councillors:
Deputy Mayor Cr K Jackson
Cr J Connor, Cr A Gulin, Cr M Hopgood,
Cr J Joyce, Cr J Keain, Cr G Petagna,
Cr L Peters, Cr A Zubrinich

Confidential Agenda

The business to be considered at the above-mentioned meeting
is set out in the attached Agenda.

A handwritten signature in black ink, appearing to read "Peter Ackland".

Peter Ackland
Chief Executive Officer
22 November 2024

AGENDA

16 Items for Consideration as to Confidentiality 3

16.1 RFT for Contract 2024/147 - Pool Pump Shed Replacement 3

16.2 Resheeting 9

16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY**16.1 RFT FOR CONTRACT 2024/147 - POOL PUMP SHED REPLACEMENT****Author:** Frank Endemann, Project Manager**Authoriser:** Kathryn Johnson, Director Infrastructure**File Reference:** 2024.3071

Timeframe:	2024/2025 Financial Year			
Budget Impact:	\$338,000. (excluding GST)			
Risk Assessment:	Primary Risk Type(s):		Service Delivery	
	Inherent Risk:	Likelihood	Consequence	Rating
		Possible	Moderate	Medium
	Controls:	<ul style="list-style-type: none"> Detailed design and specification to clearly define scope of works Awarding of a contract to a suitably experienced and qualified contractor Ensure contractor has materials and labour available, and has liaised with equipment installer before commencing 		
	Residual Risk:	Rare	Moderate	Low

STRATEGIC REFERENCE:	
Theme	Our Community
Goal	Wellbeing
Strategy 1.3.1	A wide range of sporting and recreational opportunities are available.

RECOMMENDATION
That Council: <ul style="list-style-type: none"> award a contract to Mykra Pty Ltd for the construction of the replacement pool pump shed in accordance with the documents submitted in response to Request for Tender for Contract 2024/147 – Pool Pump Shed Replacement for the amount of \$307,200 (excluding GST); and approve a contingency allowance of \$30,000 and delegate the Chief Executive Office to approve variations to the value of the contingency allowance.

EXECUTIVE SUMMARY
<p>Tenders for the replacement of the outdoor pool pump shed have been called and the submissions received have been evaluated. Five quality submissions were received.</p> <p>Following the extensive evaluation process, a preferred contractor has been identified.</p>

The work is to be carried out in conjunction with the contractor replacing and/or upgrading the plant and equipment under a separate contract.

Work cannot commence until the end of the current swimming season which is April 2025.

CONSULTATION UNDERTAKEN

Ongoing consultation with Belgravia Leisure

DISCUSSION

Council has allocated funds in its 2024/25 Capital Works Program for the replacement of the Port Pirie outdoor pool pump shed and replacement of the plant and equipment in the new shed.

This report relates to the shed replacement only and a report for the plant and equipment in the shed will be presented to Council at the end of that tender process.

PROPOSED WORKS

- Demolish existing pump shed & back wash tank
- Construct retaining wall
- Construct bunded loading area
- Construct new equipment shed & associated works
- Provide backwash tank
- Connect backwash tank to SA Water sewer

TENDER ASSESSMENT

Request for Tender documentation was uploaded to Tenders SA on 18 July 2024.

At the closing time for the submission of tenders of 2:00 pm on 15 August 2024, five submissions were received as follows:

Tenderer	Tendered Price \$ (excluding GST)
Alsanto Constructions P/L	\$ 588,400
Andy's Building Services P/L	\$ 389,724
McMahon Services P/L	\$ 359,042
TEC Contracting P/L	\$ 338,591
Mykra P/L	\$ 307,200

Tenderers were invited on a lump sum basis.

QUALITATIVE ASSESSMENT

Tenders received have been assessed against the criteria as set out below:

WHS & Risk Management	20%
Local economic benefit	10%
Company Experience	10%
Implementation/Delivery Schedule	20%
Price	40%
TOTAL	100%

The tenders were evaluated by:

- Frank Endemann, Project Manager
- Glenn Miller, Projects & Procurement Coordinator

A summary of the tender assessment is attached as:

- The tender summary; and
- The tender scoring matrix

QUOTE CLARIFICATIONS SOUGHT

No clarifications were sought during the evaluation of quotes.

OVERALL FINDING

A pre qualitative assessment was undertaken on all the submissions received and all were deemed complying.

A detailed evaluation was undertaken as per the attached summary and whilst all the tenderers were considered capable of delivering the project, Mykra P/L was identified as the preferred tenderer and was the lowest price.

TIMING AND BUDGET

Total funding of \$500,000 has been allocated to the pool pump shed replacement in the 2024/25 Capital Works Budget. This proposed scope of works to be funded from this budget is as follows:

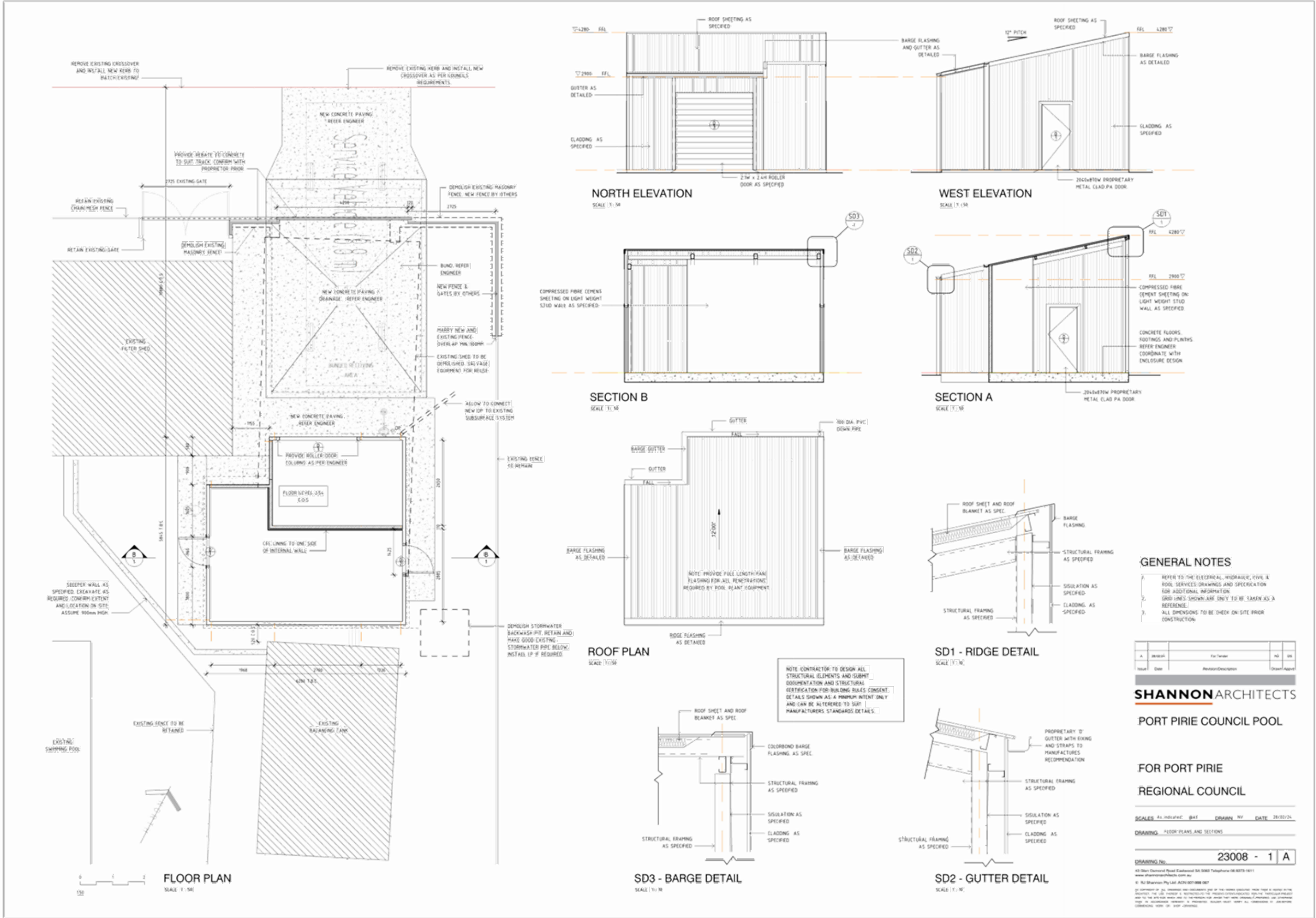
- Construction of new pump shed - \$337,000 including contingency allowance
- Supply and installation of new plant and equipment (to be determined)

The new plant and equipment will be delivered under a separate contract which will be tendered and reported to Council separately for consideration.

Should Council agree to the recommendation, the preferred tenderer will be engaged with works programmed to commence at the end of the current swimming season (April 2025) and completed before the start of the next swimming season (September 2025).

ATTACHMENTS

1. **Proposed Works**
2. **Tender Summary**
3. **Tender Scoring Matrix**



TENDER SUMMARY

Criteria	Weighting	Alsanto Constructions P/L	Andy's Building Services P/L	McMahon Services Aust. P/L	Mykra P/L	TEC Contracting P/L
Works Health & Safety and Risk Management.	20%	WHS Policy & Management Plan provided	WHS Policy/ SWMS provided	ISO 45001:2015 Certification. Sample WHS Management Plan provided	Policy & Project Management Plan provided	ISO 45001:2015 Certification. Sample WHS Management Plan & Policy provided
Local Economic Benefit & Social Inclusion	10%	All labour from PPRC	100% SA labour 20 % PPRC	100% SA labour 60%PPRC	100% SA, 25% PPRC	100% PPRC
Experience.	10%	Have good history of project delivery for PPRC	Previous project details provided, 45 Years experience	Referees provided , no past project details .33 years experience	50 years experience, past similar project details supplied.	25 Years experience, examples of similar projects provided.
Implementation/Delivery Schedule	20%	Meets requirements, Basic methodology provided.	Meets Requirements, good methodology provided	Meets Requirements, Basic methodology supplied	Meets Requirements, Comprehensive methodology provided	To be provided after Contact execution but indicated that the September 2025 deadline can be met. No methodology provided
Price	40%	\$ 588,400 Highest price	\$389,724	\$359,042	\$307,200 Lowest Price	\$338,951 No cost breakdown provided
General Comments	100%	Inclusions & exclusions align with Tender documentation Priced out of contention	Appears to have included all specified works. Could deliver project	Need to clarify requested unspecified contract changes. Could deliver project	Best overall submission.	Could deliver project. Dial Before You Dig Excluded, no allowance for service locations

TENDER SCORING MATRIX

ITEM	DESCRIPTION Evaluation Criteria Note: ()* Denotes Rating	WEIGHTING %	Alsanto Construtions P/L		Andy's Building Services P/L		McMahon Services Aust. P/L		Mykra P/L		TEC Contracting P/L	
			Score (out of 5)		Score (out of 5)		Score (out of 5)		Score (out of 5)		Score (out of 5)	
	LUMPS SUM TENDER VALUE EXCL GST		\$588,400.00		\$389,724.00		\$359,042.00		\$307,200.00		\$338,951.00	
1	Works Health & Safety and Risk Management (Schedule 5)	20%	3	12.00	3	12.00	4	16.00	3	12.00	4	16.00
3	Local Economic Benefit & Social Inclusion (Schedule 7)	10%	4	8.00	2	4.00	3	6.00	2	4.00	4	8.00
5	Experience (Schedule 10)	10%	3	6.00	3	6.00	3	6.00	3	6.00	3	6.00
7	Implementation/Delivery Schedule (Schedule 12)	20%	3	12.00	4	16.00	3	12.00	4	16.00	2	8.00
10	Price (Schedules 16) Score = $2.5 + 5*((\$M-\$T)/\$M)$	40%	0.93	7.44	3.15	25.20	3.49	27.92	4.07	32.56	3.72	29.76
TOTAL SCORE INCLUDING PRICE		100%	45.44		63.20		67.92		70.56		67.76	
TOTAL RANK INCLUDING PRICE			5		4		2		1		3	
TOTAL SCORE EXCLUDING PRICE			25.44		47.20		45.92		54.56		43.76	
TOTAL RANK EXCLUDING PRICE			5		2		3		1		4	

16.2 RESHEETING**Author:** Peter Lock, Manager Operations**Authoriser:** Kathryn Johnson, Director Infrastructure**File Reference:** 2024.3290

Timeframe:	2024/25 Financial Year
Budget Impact:	No budget impact – costs included in the 2024/25 Road Resheeting Budget

DISCUSSION

At the Ordinary Meeting of Council on 28 August 2024, a Question Without Notice was posed regarding the cost of adding Polycom to the unsealed roads material and impact on budget.

This additive was used on five road segments in total with at least three of these road segments having either no material remaining on the surface and/or are a track upgrade. The polymer additive product that was trialed had been recommended to provide additional strength to existing pavements and required a good clay content, which the CLM material and existing surface had. It's also understood that this product helps bind material together and reduces the need of maintenance into the future while adding additional strength. Where it is hoped if the trial is successful that this product could be considered in other areas of higher wear such as intersections, bends and slickness.

Polycom has been trialed on the following road segments:

- Sargents Road from Farm access Road to Frith Road – Track upgrade
- Clothier Road (010) from Frith Road to 1.0 Km to Wandearah Road – Cat 3 Road
- Clothier Road (020) from 2.1km Of Frith Road to Wandearah Road – Cat 3 Road
- River Glen Road (025) from Frith to Clothier Rd – Cat 4 Road
- Inglis Road from Sinclairs Road to Inglis House Driveway – Cat 2 Road
- Heads Road (025) from Heads Pipe Line Road to Huddleston Road – Cat 3 Road

There were approximately 13,300 tonnes of rubble required for resheeting supplied from CLM Asset Management Pty Ltd for these segments.

Council has sourced material from the following suppliers at the following rates for the resheet program:

- CLM Asset Management Pty Ltd at \$9.50 per tonne
- SC Heidrich Pty Ltd at \$14.00 per tonne

With the application of Polycom to CLM Asset Management Pty Ltd rubble, it increased the overall cost by approximately \$4.40 per tonne. Notably, Council was given approximately a 35% discount to use the product on a trial basis so that the supplier could reference the roads to other prospective clients and help showcase their product in this area. Overall, the combination of CLM's material and Polycom equates to a cost that is directly comparable to other suppliers such as SC Heinrichs Pty Ltd.

ATTACHMENTS**Nil**

MINUTES OF ITEMS THAT WERE CONSIDERED UNDER CONFIDENTIALITY PURSUANT TO SECTION 90(2) OF THE LOCAL GOVERNMENT ACT 1999 FOR THE ORDINARY COUNCIL MEETING HELD ON WEDNESDAY 27 NOVEMBER 2024.

16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

16.1 RFT FOR CONTRACT 2024/147 - POOL PUMP SHED REPLACEMENT

RESOLUTION OM 395/24

MOVED: Cr J Keain

SECONDED: Cr J Connor

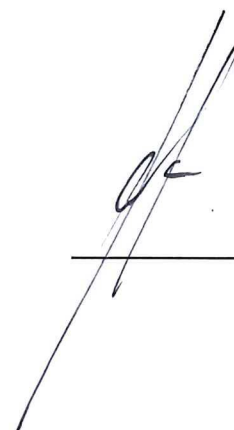
That Council:

- **award a contract to Mykra Pty Ltd for the construction of the replacement pool pump shed in accordance with the documents submitted in response to Request for Tender for Contract 2024/147 – Pool Pump Shed Replacement for the amount of \$307,200 (excluding GST); and**
- **approve a contingency allowance of \$30,000 and delegate the Chief Executive Officer to approve variations to the value of the contingency allowance.**

CARRIED

16.2 RESHEETING

No recommendation, report provided for information only.



MAYOR

ORDINARY MEETING OF COUNCIL 18 December 2024



Members of Council

His Worship the Mayor L Stephens
Councillors:
Deputy Mayor Cr A Zubrinich
Cr J Connor, Cr A Gulin, Cr M Hopgood,
Cr K Jackson, Cr J Joyce, Cr J Keain,
Cr G Petagna, Cr L Peters

Confidential Agenda

The business to be considered at the above-mentioned meeting
is set out in the attached Agenda.

Peter Ackland
Chief Executive Officer
13 December 2024

AGENDA

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16.8	RFT for Contract 2024/160 – Road Reseal Program 2024/25 – Spray Sealing Works.....	46
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16.10	RFT for Contract 2024/144 - Installation of PV Solar Systems	61
16.11	Confidential Investigation [provided under separate cover to Elected Members only]	

16.3 UPDATE ON NEGOTIATIONS - EXPRESSION OF INTEREST MEMORIAL OVAL**Author:** Peter Ackland, Chief Executive Officer**Authoriser:** Peter Ackland, Chief Executive Officer**File Reference:**

Timeframe:	Ongoing			
Budget Impact:	Nil at this time – subject to negotiation			
Risk Assessment:	Primary Risk Type(s):		Reputation	
	Inherent Risk:	Likelihood	Consequence	Rating
		Likely	Minor	Medium
	Controls:	<ul style="list-style-type: none"> Undertake trial Provide briefing to other Function Centre users to seek input, once / if potential occupant has indicated ongoing use 		
	Residual Risk:	Possible	Minor	Low

STRATEGIC REFERENCE:	
Theme	Our Community
Goal	Wellbeing
Strategy 1.3.1	A wide range of sporting and recreational opportunities are available.
Theme	Our Community
Goal	Wellbeing
Strategy 1.3.2	Community facilities are vibrant and increasingly multi use.

RECOMMENDATION	
That Council:	
<ul style="list-style-type: none"> raise no issue with a trial of the proposed use of the Kitchen and other Function Centre facilities by the Savoy Soccer Club, subject to satisfactorily negotiating the temporary requirements with Belgravia; and authorise the Mayor, Cr Peters and the Chief Executive Officer to further progress discussions regarding advancing the concept put forward by Savoy as part of its Expression of Interest in use of the Function Centre and provide a further report to Council, said report also include a recommendation on consultation requirements. 	

EXECUTIVE SUMMARY
In December 2020, Council resolved to undertake an Expression of Interest (EOI) process seeking interest in organisations relocating to Memorial Oval.

At its Ordinary Meeting in May 2021, Council endorsed the EOI documentation which included options to establish Clubrooms / Facilities at Memorial Oval, and / or operate the kitchen facilities within the Function Centre either on a Club basis or provide catering for events.

Following the close of the EOI process, submissions were received only from the Savoy Soccer Club, expressing interest in both options.

Whilst there has been separate reports to Council on contingent discussions with Savoy regarding the sale of their current location on Main Road Solomontown if they relocated to Memorial Oval, this report provides an update on the latest position.

CONSULTATION UNDERTAKEN

Savoy Soccer Club Executive Committee, Mayor Stephens, Cr Peters

DISCUSSION

In December 2020, Council resolved at its Ordinary Meeting to undertake an Expression of Interest (EOI) process seeking interest in organisations relocating to Memorial Oval. This was as a direct result of Council being approached by a local sporting club expressing an interest in establishing a new clubhouse facility on the Memorial Oval precinct.

At its Ordinary Meeting in May 2021, Council endorsed the EOI documentation which included two options, firstly to establish Clubrooms / Facilities at Memorial Oval, and secondly to operate the kitchen facilities within the Function Centre either on a Club basis or provide catering for events. At the same meeting Council endorsed Councillors Hopgood and Gulin to support the Chief Executive Officer in reviewing any EOIs received and further noted the date for an information session for interested parties.

Following the close of the EOI process, the only submissions were received from the Savoy Soccer Club (Savoy), expressing interest in both options.

Negotiations then commenced with Savoy on both aspects, with an early indication that Savoy would seek to undertake a trial of providing their Friday Nights teas from the Function Centre for nominally a three month period, and negotiations also commenced on the possible establishment of a stand alone clubhouse facility on the Memorial Oval site.

Ultimately Savoy indicated that for its own reasons it would not pursue the use of the Function Centre at that time, and negotiations have continued regarding the possible establishment of a stand alone facility at Memorial Oval fronting Memorial Drive. Reports on this aspect have been tabled with Council over the ensuring time, including consideration of the aesthetic and other impacts of a stand-alone building fronting Memorial Drive, and also concurrent discussions on the option for Council to purchase the current Savoy Clubrooms on Main Road Solomontown.

The discussions regarding the establishment of a stand-alone facility had included initially an option for a double story facility, and more recently a single story smaller facility, the change being primarily because of cost escalation.

These discussions have also included provision of indications of possible funding options (non-binding) and possible recurrent costs for the right to occupy.

The considerations and discussions regarding the construction of a stand-alone facility at the Memorial Oval site have taken place over several years.

Most recently, Savoy have indicated that the Executive Committee has determined to not pursue the possible construction of a stand-alone facility, and have further indicated their desire to revisit their other EOI to operate from the Function Centre, which if able to be successfully negotiated, would include a decision to sell their current site on Main Road Solomontown to Council under the previous conditions / offer authorised by Council.

To that end Savoy have provided Council with their list of requirements (both non-negotiable and negotiable are attached to this report) (Savoy Requirements).

It must be stressed that they have advised that this decision will need to be put to their Members as required by their Constitution, and this has not yet been done, and as such they have asked for this matter to be treated confidentially. The Savoy Executive Committee are seeking to negotiate a position, that if acceptable, they would then put to their Members.

It is for this reason, and the fact that Council may wish to instruct Management on key negotiation points and non-negotiables that this report is recommended to be considered in confidence at this time.

This revised Savoy position has been briefly discussed with the Mayor and Councillor Peters who were recently authorised by Council for this purpose.

Initial discussions have been had with Belgravia regarding the Savoy Requirements, with early indication that subject to further negotiation and clarity on several points, it is likely agreed positions can be negotiated and achieved. This will be subject to Council's direction on several key matters, primarily on the financial impacts / cost to Savoy and ensuring that Savoy's possible long term use of the Function Centre does not unduly impact other Function Centre users, both permanent and once off.

As a general indication, the following comments are provided as an initial view on how the Savoy Requirements could be determined:

- The primary use is for Friday night teas, which under current arrangements are not restricted to Savoy members. On face value, Savoy operating the kitchen for Friday night teas is not materially different to Belgravia offered meals to the general public on Friday nights and therefore should be able to be managed.
- Option retained to still hold weddings and other key functions on a Friday night with a notice protocol in place to enable Savoy to possibly hold this meal option on another night (ie Thursday training night or not at all).
- Savoy, or others, already have an option to book the Function Centre, so other nights use on an intermittent basis can be accommodated under those existing arrangements.
- Condition of use is that the Function Centre not be presented as a "Clubrooms" but that when Savoy hold their teas / or other functions, the TVs and other audio visual devices can be used to "display" club colours etc, ie a temporary arrangement that is easily returned to current appearance for other non-Savoy based uses.
- Discussions required to determine the cost of use / vs the benefit to Belgravia and therefore Council of long term arrangement leading to increased income patronage. This will be informed by further discussion with Belgravia and form the basis for a further report to Council for direction.
- Further and more detailed consideration is required regarding the request to use of the Meeting Room which has been primarily used by the Spencer Gulf Football League during their season. Whilst this room was originally designed for shared use, this has not been the practice, particularly during football season and this will require further discussion with both Savoy and SGL. It is noted that this is a negotiable point in the Savoy Requirements.
- The request for use of changerooms and referee rooms are considered to be able to be reasonably negotiated.

Key matters for consideration

There are a range of key matters that will require further consideration as negotiations continue, these including, but not limited to:

- Council's original aim that this facility be vibrant and well used is advanced
- Ensuring that with potentially increased use, the cost to the general ratepayers via rates to operate and maintain the facility is lessened

- That in providing long term surety to Savoy, there is sufficient future flexibility available to Council as circumstances may change, eg operating model, other interested parties etc
- That the actual and perceived change with Savoy being increasingly present in the Function Centre is appropriately communicated to other users (both regular and once off) and their realistic concerns are listened to and attempted to be reasonably mitigated. The timing of this will need to be carefully considered by Council, being cognisant of when Savoy need to seek to inform and seek a decision from its members, versus the need provide opportunity for current users to provide input to the matter.
- Subject to reaching agreement, consideration to the form of agreement and any subsequent requirements to consult on longer term use rights pursuant to the community land provisions of the Local Government Act.

Proposed Next Steps

Savoy has indicated that it would like to undertake nominally a three month trial coinciding generally with the start of their 2025 season, being possibly early March 2025. As previously stated, a short term trial can be accommodated under existing booking arrangements, albeit ideally some of the Savoy Requirements should be agreed in principle to guide the trial.

It is therefore recommended that Council:

- Raise no issue with a trial of the proposed use of the Kitchen and other Function Centre facilities, subject to negotiation of requirements with Belgravia
- Authorise the Mayor, Cr Peters and the Chief Executive Officer to further progress discussions regarding advancing the concept put forward by Savoy as part of its Expression of Interest in use of the Function Centre and provide a further report to Council, said report also include a recommendation on consultation requirements.

ATTACHMENTS

1. Function Centre Proposal

Savoy Non-Negotiables

Long term hire agreement with very similar usage each year consisting of approximately 46 – 48 Friday Night Teas, ran by SSC. Annual Fee to be determined and a profit shared considered due to additional patronage and foot traffic. Possible merge of our current lease agreement with the Pirie West Oval and canteen usage. SSC to have preference as a priority user group with first right of renewal.

This point considered the most important to be able to justify to our members that such a move would be secure, long term and in the best interests of the SSC future.

- SSC, Council and Belgravia to seek legal advice to review the lease arrangements for all parties.
- SSC managed Key Raffle and Members Draw.
- Thursday Night teas – option available at discretion & if needed for flexibility.
- SSC to use Kitchen – with own Fridge, Freezer and Storage.
- SSC to use Function Centre during and after home games.
- SSC to hold our Presentation Awards Night in the Function Centre.
- SSC to have no arrangement to run, manage, stock bar except for SSC offering RSA bar staff to work through negotiations and availability.
- Extension of the liquor licence for events – as needed/requested by SSC.
- SSC & Belgravia to establish an arrangement where a function ie wedding will clash with an SSC booking impacting use of function centre.
- SSC to be able to use as required yearly the Referees Room/Changerooms – small home base SSC for Cards, Small Gatherings and Meetings.
- Memorabilia – maintain and update our memorabilia currently held in cabinet in Function Centre.

A proposed 3-month Full Trial Period prior to SSC Members voting on a Permanent Decision to Relocate to PP Sporting Precinct.

Savoy Negotiables

- Referee Room/Changerooms would be fitted out with lockable cupboards, Fridge and TV etc. SSC currently have supplied Tables and Chairs for this room and would be happy to fund the previously listed items.
- SSC to be able to use the Meeting Room for our Committee Meetings.
- Big screen use to display SSC as needed without additional costs.
- Minimal Ad hoc use, but this to be an option through negotiation.

There obviously will be more negotiables to work through and negotiate as this possibility moves forward.

16.6 RFT FOR CONTRACT 2024/153 - PORT PIRIE SKATE PARK REFURBISHMENT**Author:** Angie Finlay, Project Manager**Authoriser:** Kathryn Johnson, Director Infrastructure**File Reference:** 2024.3670

Timeframe:	March/April 2025			
Budget Impact:	Nil - Within allocated budget			
Risk Assessment:	Primary Risk Type(s):		Financial / Infrastructure	
	Inherent Risk:	Likelihood	Consequence	Rating
		Unlikely	Moderate	Medium
	Controls:	<ul style="list-style-type: none"> ▪ Sound project management framework ▪ Competitive tender process to award a contract ▪ All works to be completed within legislative requirements by qualified contractors. 		
	Residual Risk:	Rare	Moderate	Low

STRATEGIC REFERENCE:	
Theme	Our Community
Goal	Wellbeing
Strategy 1.3.1	A wide range of sporting and recreational opportunities are available.

RECOMMENDATION
<p>That Council:</p> <ul style="list-style-type: none"> ▪ award a contract to Trinity Skateparks Pty Ltd for the refurbishment of the Port Pirie Skate Park in accordance with the documents submitted in response to Request for Tender for Contract 2024/153 - Refurbishment of the Port Pirie Skate Park, for the amount of \$137,000.00 (exc GST); ▪ approve the allocation of a contingency amount of \$15,000 and delegate authority to the Chief Executive Officer to approve variations within this contingency amount; ▪ give consideration to the inclusion of additional skate park features based on the advice of the preferred contractor within the available budget for the project; and ▪ delegate authority to the Chief Executive Officer to approve additional works to enhance the skate park up to an overall project value equivalent to the budget available of \$210,000.

EXECUTIVE SUMMARY
<p>A report was presented to Council at the Ordinary Meeting of Council on 26 June 2024, providing an independent assessment report following a condition inspection of the Port Pirie Skate Park by an internationally renowned skate park design and construction company.</p> <p>The independent assessment of the skate park provided a full facility assessment for risk, lifespan, and fundamentality.</p>

The assessment showed a 2/5 poor condition and a 3/5 function condition which gave an overall rating of 5/10 poor/fair. The report also outlined the required scope of works for repairs recommended to extend the life of the skate park and a cost analysis.

As a result, Council allocated \$210,000 in funds in the 2024/2025 capital works program to refurbish the Port Pirie Skate Park.

Request for Tender documentation was uploaded to Tenders SA and at the time of tender closure on 19 November 2024 at 2:00pm, Council received five tender submissions.

DISCUSSION

A report was presented to Council at the Ordinary Meeting of Council on 26 June 2024, providing an independent assessment report following a condition inspection of the Port Pirie Skate Park by an internationally renowned skate park design and construction company.

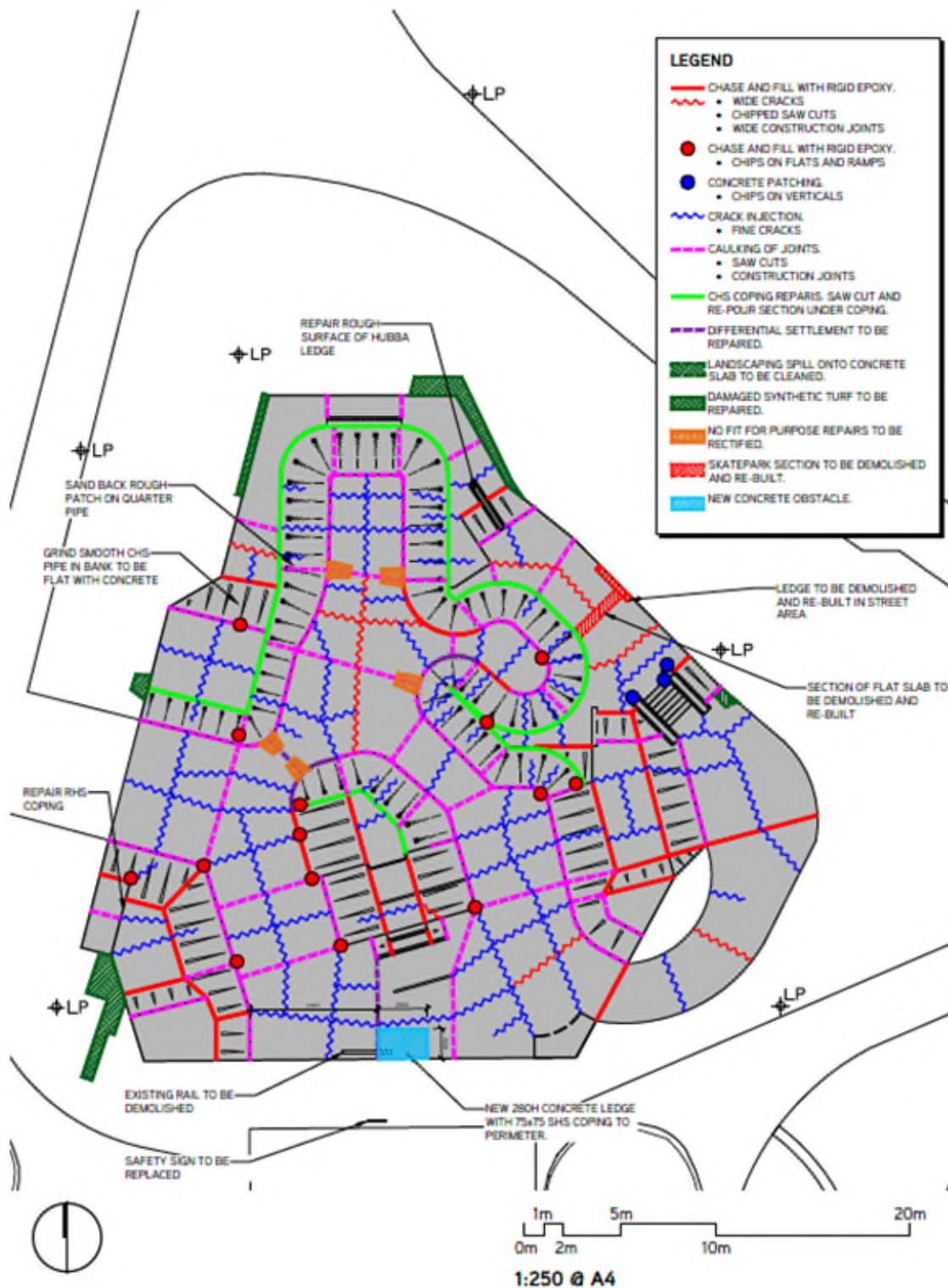
The independent assessment of the skate park provided a full facility assessment for risk, lifespan, and fundamentality. The assessment showed a 2/5 poor condition and a 3/5 function condition which gave an overall rating of 5/10 poor/fair. The report also outlined the required scope of works for repairs recommended to extend the life of the skate park and a cost analysis.

As a result, Council allocated \$210,000 in funds in the 2024/2025 Capital Works Program to refurbish the Port Pirie Skate Park.

PROPOSED WORKS

The scope of works recommended by the independent assessment report is as follows:

- Chase and fill with rigid epoxy wide cracks greater than 2mm in width.
- Chipped saw cuts where chipping has increased the width of saw cuts to greater than 5mm in width.
- Wide construction joints that have opened wider than 5mm width.
- Construction joints that have been constructed with radius edges to slabs.
- Chips in concrete greater than 20mm in any direction.
- Concrete patching of chips on vertical blocks
- Chips in concrete vertical blocks greater than 20mm in any direction.
- Crack injection to fine cracks less than 2mm in width.
- Caulking of joints with saw cuts less than 5mm in width
- Construction joints less than 5mm in width
- CHS coping repairs to chipped area under CHS coping on quarter pipes.
- Differential settlement where there is a step between two connecting slabs it should be flush but if greater than 2mm vertical difference.
- Damaged synthetic turf to be repaired where synthetic turf has been worn away exposing concrete base due to pedestrian traffic.
- Not fit for purpose repairs previous repairs that are failing.
- Skatepark section to be demolished as per areas nominated on plans.
- Areas where step is too large to grind out and leave a neat finish.
- Concrete block that is failing due to cracking
- New concrete obstacle areas nominated on plans. After demolishing the existing concrete skate block to the north replace with new concrete block
- Safety sign to be replaced.
- Repair RHS coping.
- Repair rough surface where concrete surface has worn creating a rough surface. Note – skatepark surface should be smooth so the rider can slide when they fall.



TENDER ASSESSMENT

Request for Tender documentation was uploaded to Tenders SA on 25 October 2024 for the refurbishment of the Port Pirie Skate Park.

At the time of the tender closure at 2:00pm on 19 November 2024, Council received five tender submissions. Tenderers were invited on a Lump Sum basis.

Tenderer	Tendered Price (ex GST)
Convic	\$340,760
McMahon Services Australia Pty Ltd	\$163,931
Mykra Pty Ltd	\$276,619
Stocksoft Australia Pty Ltd Trading as SkateCon	\$265,000
Trinity Skateparks Pty Ltd	\$137,000

QUALITATIVE ASSESSMENT

Each of the tender submissions were assessed against the required specifications and evaluated utilising the weighted criteria as follows:

▪ Works Health & Safety and Risk Management	10%
▪ Experience	30%
▪ Implementation/Delivery Schedule	5%
▪ Value Added Services and Improvement & Innovation	5%
▪ Warranty	10%
▪ Price	40%
Total	100%

The evaluation team consists of:

- Angie Finlay, Project Manager
- Kathryn Johnson, Director Infrastructure
- Glenn Miller, Procurement and Projects Coordinator

A summary of the tender assessment is contained in the tables on the following pages as:

- The tender summary
- The tender scoring matrix

QUOTE CLARIFICATIONS SOUGHT

No clarification was sought during the evaluation of the tenders.

OVERALL FINDING

One tender provided a conforming and a non-conforming submission based on the specifications provided. The submission was assessed and determined that the methods of conducting the repairs was sufficient to meet the requirements and therefore evaluated. The non-conforming submission was within budget but not the highest ranked based on the evaluation review.

The five complying submissions were evaluated to determine which tenderer would be the preferred and engaged to proceed with the contract and subsequence work. All the tender submissions contained adequate to high Work, Health & Safety and Risk Management, Warranty and Delivery schedules. Three of the tender submission companies are Skatepark Design, Construct, and Maintenance Businesses with over ten years of experiences, and two who were multi skilled businesses with experience but not necessary solely with skateparks.

Convic Pty Ltd were the company engaged to provide Council the independent assessment report and cost analysis in May 2024. Council investigated the reasons for the increase in price and were advised that the rise was due to vetting the market and contractor availability.

McMahon Services Australia Pty Ltd were evaluated as the second ranked submission and although they were under budget, they were \$26,931 more expensive than the preferred contractor. This was still the case when a 5% local contractor amount was applied. Neither McMahons or their proposed subcontractor have experience in design, construction or repair of skate parks, even though they appear to be competent with concrete construction.

The submission from Trinity Skateparks Pty Ltd was ranked highest when compared to the other companies when assessed against the evaluation criteria during the review process. The company is an experienced skate park design, construction and maintenance company with good references and costs were under the budgeted amount.

TIMING AND BUDGET

Should Council agree to the recommendation, Trinity Skateparks will be engaged as the preferred tenderer, and works will be programmed to be completed by April 2025, subject to favorable weather conditions.

As Trinity Skateparks are a design company and the required works are under the budgeted amount, Council may consider the inclusion of additional skatepark features which would endeavour to raise the functionality assessment score from 3/5 as identified in the independent assessment report.

PREVIOUS REPORTS

26 June 2024 – Ordinary Meeting of Council – Agenda Item 14.3.1

ATTACHMENTS

1. Tender Summary
2. Tender Scoring Matrix

Evaluation Summary – RFT 2024/153
Port Pirie Skate Park Refurbishment

Criteria	Weighting	Convic Pty Ltd	McMahon Services Australia Pty Ltd	Mykra Pty Ltd	Stocksoft Australia Pty Ltd Trading as SkateCon	Trinity Skateparks Pty Ltd
Works Health & Safety and Risk Management.	10%	Environmental protection policy Environmental management plan Site management plan Traffic Management Plan	W, H and S, environmental protection Project specific plans provided upon contract. and quality control accreditation.	Health safety and environmental policy. Incident reporting procedure SWMS Project safety management plan SWMS 101 maintenance	WHSEQ Project management Plan SWMS	WHS & E available upon contract
Experience.	30%	Company since 1999 Skate Park experience	Construction Experience but not solely in skate park industry	Building experience but not solely within the skatepark business	Skate park maintenance business with multi years experienced	10 year experience in skate park design build and maintenance
Implementation/Delivery Schedule	5%	33 days	35 days	within time frames	Within time frames	Within time frames Feb/March 2025
Value Added Services and Improvement & Innovation	5%	Local Contractors involved Design team engineers within team.	Local Business			Design team and engineers within team to value add.
Warranty	10%	12 months	12 months	as per manufacturers	12 months	6 mth check and assessment 12 mth factory warranty
Price	40%	\$340,760.00 plus Gst Price is \$128,304.00 plus GST over budget	\$163,931.67 Price is \$48,524.33 plus gst under budget	\$276,619.00 Price \$64,163 plus gst over budget	\$265,000 plus gst \$52,544.00 over budget	\$137,000.00 plus Gst Price \$75,456 plus gst under budget
General Comments	100%		Local contractor 5% would give the price weighting \$155,735			

TENDER SCORING MATRIX

ITEM	DESCRIPTION	WEIGHTING %	Convic Pty Ltd		McMahon Services Australia Pty Ltd		Mykra Pty Ltd		Stocksoft Australia Pty Ltd Trading as SkateCon		Trinity Skateparks Pty Ltd	
	Evaluation Criteria Note: () * Denotes Rating		Score (out of 5)		Score (out of 5)		Score (out of 5)		Score (out of 5)		Score (out of 5)	
	LUMPS SUM TENDER VALUE EXCL GST		\$340,760.00		\$163,931.67		\$276,619.00		\$265,000.00		\$137,000.00	
1	Works Health & Safety and Risk Management (Schedule 5)	10%	5	10.00	4	8.00	5	10.00	4	8.00	4	8.00
5	Experience (Schedule 10)	30%	5	30.00	4	24.00	4	24.00	5	30.00	5	30.00
7	Implementation/Delivery Schedule (Schedule 12)	5%	5	5.00	5	5.00	5	5.00	5	5.00	5	5.00
8	Value Added Services and Improvement & Innovation (Schedule 13)	5%	2	2.00	2	2.00	2	2.00	2	2.00	3	3.00
9	Warranty (Schedule 14)	10%	2	4.00	3	6.00	2	4.00	2	4.00	3	6.00
10	Price (Schedules 16) Score = $2.5 + 5 * ((\$M - \$T) / \$M)$	40%	0.37	2.94	4.07	32.55	1.71	13.68	1.95	15.63	4.63	37.06
TOTAL SCORE INCLUDING PRICE		100%	53.94		77.55		58.68		64.63		89.06	
TOTAL RANK INCLUDING PRICE			5		2		4		3		1	
TOTAL SCORE EXCLUDING PRICE			51.00		45.00		45.00		49.00		52.00	
TOTAL RANK EXCLUDING PRICE			2		4		4		3		1	

16.7 RFT FOR CONTRACT 2024/159 – ROAD RESEAL PROGRAM 2024/25 – ASPHALT WORKS**Author:** Peter Lock, Manager Operations**Authoriser:** Kathryn Johnson, Director Infrastructure**File Reference:** 2024.3798

Timeframe:	2024/25 Financial Year			
Budget Impact:	\$1,200,000			
Risk Assessment:	Primary Risk Type(s):		Service Delivery	
	Inherent Risk:	Likelihood	Consequence	Rating
		Possible	Moderate	Medium
	Controls:	<ul style="list-style-type: none"> ▪ Sound project management and procurement framework in place ▪ Competitive tender process undertaken ▪ Appoint suitably qualified contractor 		
	Residual Risk:	Rare	Moderate	Low

STRATEGIC REFERENCE:	
Theme	Our Lifestyle
Goal	Infrastructure
Strategy 3.2.3	Council provided assets are fit for purpose, proactively maintained and renewal recognises future demand.

RECOMMENDATION
That Council: <ul style="list-style-type: none"> ▪ award a contract to Bitumax Pty Ltd for the Road Reseal Program 2024/25 – Asphalt Works in accordance with the documents submitted in response to Request for Tender for Contract 2024/159 – Road Reseal Program 2024/25 – Asphalt Works for the amount of up to \$1,200,000 (excluding GST), subject to the agreement of terms and conditions; and ▪ delegate authority to the Chief Executive Officer to approve variations up to the value of 10% of the contract sum within the overall budget allocation.

EXECUTIVE SUMMARY
Council has allocated funds in its 2024/25 Capital Works Budget for the resurfacing of selected roads with asphalt due to their condition and hierarchy. This report outlines the tendering process that has been undertaken for the roads that require asphalt paving as part of the overall resealing program in the 2024/25 financial year.

CONSULTATION UNDERTAKEN
Nil

DISCUSSION

The purpose of this report is to seek approval with supporting information to enable the awarding of a RFT for Contract 2024/159 – Road Reseal Program 2024/25 – Asphalt Works.

TYPE OF CONTRACT TO BE EXECUTED

A contract based on AS4000 will be executed with the successful tenderer.

TERM OF CONTRACT

The term of the contract is for a once off period for the 2024/25 financial year.

BACKGROUND

Council has allocated funds to the value of \$2,242,999 in its 2024/25 Capital Works Program for resealing of bituminous spray seal surfaces and asphalt surfaces.

The list of roads is as per the Conquest Road Service Manager Software Program provided through the Asset Management Team, reviewed by the Construction and Maintenance Team, and approved by the Asset Management Committee at the 12 August 2024 Asset Management Committee meeting.

PROPOSED WORKS

Works including, but not limited to:

- Profiling
- Asphalt Paving
- Top stone adjustments
- Line marking

QUOTATION ASSESSMENT

Request for Tender documentation was posted on Tenders SA and the closing time of tenders was 2pm, Tuesday 10 December 2024. At the time of closing four tender submissions were received.

Tenderer	Tender Price (exc GST)
Bitumax Pty Ltd (Boral Asphalt)	\$ 1,159,763
Downer EDI Works Pty Ltd	\$ 1,178,925
Fulton Hogan Industries Pty Ltd	\$ 1,786,910
Top Coat Asphalt Contractors Pty Ltd	\$ 1,225,996

Tenderers priced on a Schedule of Rates basis, which means that the successful tenderer will be paid for the actual works completed on the rates provided in the tender. However, for the purpose of this report to Council, only the expected value of the contract is provided for asphaltting, profiling and top stone adjustments.

It is anticipated that line marking will range between \$20,000 to \$30,000 for either contractor which will be an additional cost based on rates also.

QUALITATIVE ASSESSMENT

Tenders received have been assessed against the criteria as set out below:

Price	35%
Relevant Experience of the tenderer	20%
Works Health & Safety and Risk Management.	10%
Environmental Management Systems and Quality Systems	10%
Project Management, Delivery Schedule	25%
TOTAL	100%

The respondents were evaluated by:

- Peter Lock, Manager Operations
- Glenn Miller Projects and Procurement Coordinator

A summary of the quotation assessment is contained in the tables on the following pages as

- The quotation summary, and
- The quotation scoring matrix

ISSUE OF CONCERN

There appears to be a trend occurring with tenderers not agreeing to Council's commercial terms with limits of liability being requested. There are several contractors that have indicated that they may request changes to the Council's contract. However, subject to the risk profile this creates, some of these risks may not be suitable for Council to inherit. Award will be given subject to the preferred contractor agreeing to commercial terms and where this cannot be agreed or it increases Council's commercial risk to an unacceptable level, an alternative resolution maybe brought back to Council upon these findings.

OVERALL OUTCOME

Overall, all four companies are suitably experienced in asphalt paving and would each on their own merit be able to deliver the works that Council desires. Similarly, each contractor, due to the standard of works that they continuously undertake and the cliental they contract for, they have all similar standards of WHS, Environmental, Quality and Risk management procedures, policies and plans in place.

The key difference separating these tenderers is the cost to undertake the works where Bitumax Pty Ltd (Boral), Downer EDI Works Pty Ltd (Downer) and Top Coat Asphalt Contractor Pty Ltd have priced the works within a reasonable range of one another, Fulton Hogan Industries Pty Ltd are considered as an outlier due to their significant increase.

In general, Council could award to either Bitumax or Downer and be within the estimated budget for the works. Bitumax was slightly higher on their supply rate of asphalt per tonne than Downer, however when factoring in estimates for top stone adjustments, it puts them overall lower on cost. Each tenderer priced a quite similar rate for line marking due to using the same subcontractor.

It is important to note that the award subjected to rates, also rise and fall for the cost of oil (bitumen), where a rise and fall formula will be implemented within the contract and has been previously used.

BUDGET AND TIMING

Total funding of just over \$2.243 million has been allocated in the 2024/25 Capital Works Budget for the annual re-sealing program. The proposed scope of works to be funded from this budget is as follows:

- Spray sealing works
- Profiling
- Asphalt Paving
- Top stone adjustments
- Line marking

Should Council agree to the recommendation, the preferred tenderer will be engaged, and works will be programmed to be completed by 30 June 2025, subject to favourable weather conditions and agreement of commercial terms.

TENDER SUMMARY

Criteria	Weighting	FULTON HOGAN INDUSTRIES PTY LTD	Boral Asphalt (Bitumax Pty Ltd)	Downer EDI Works Pty LTD	Topcoat Asphalt Contractor Pty Ltd
Works Health & Safety and Risk Management.	10%	HS: Third party certification to OHSAS 18001:2007 with Telarc Has suitable Management Plan Example	HS: Third party certification to OHSAS 18001:2007 with BSI. Has suitable Management Plan, Policy Etc.	HS: Third party certification to OHSAS 18001:2007 with Global Registrar of Systems Has suitable WHS Policy and Management Plan Example	WHS Policy and management plan provided of suffice standard.
Environmental Management Systems and Quality Systems	10%	Environment: Third party certification to ISO 14001:2015 with Telarc Quality: Third party certification to ISO 9001:2015 with Telarc	Environment: Third party certification to ISO 14001:2015 with BSI Quality: Third party certification to ISO 9001:2015 with BSI	Environment: Third party certification to ISO 14001:2015 with Global Registrar of Systems P/L Quality: Third party certification to ISO 9001:2015 with Global Registrar of Systems P/L	Environment: Third party certification to ISO 14001:2015 through Bureau Veritas Quality: Third party certification to ISO 9001:2015 through Bureau Veritas
Experience.	20%	Experienced company with extensive experience in this area of road resealing	46 years experience, good referees listed. Has been completing similar works for a long period. Previously used within the last 5 years for resealing program	company has been operating for over 50 years with good referees. Council has used this contractor for the last 2 years with good results.	Company has been resealing roads for over 32 years
Implementation/Delivery Schedule	25%	Has provided a program that commences early May 2025 for a 2 to 3 week program. Appears to have less availability	Has indicated early timeframe around start of Feb, which would need to be delayed to allow for Kerbing works	Has indicated a program that has the Asphalt work around late Feb/ early March 2025. For a 2 week program.	Has indicated a April/ may program for the works
Price	35%	Price is higher than the median, above estimates.	good pricing one of the lowest overall. Including estimates for topstone adjustments and linemarking price is lowest	Good pricing one of the lowest overall.	Price is mid range, still within budget
General Comments	100%	has requested changes to the contract that increases Councils risk.	Has indicated concerns around liability clauses in contract.	Completed last 2 years reseal program.	

TENDER SCORING MATRIX

ITEM	DESCRIPTION	WEIGHTING %	FULTON HOGAN INDUSTRIES PTY LTD		Boral Asphalt (Bitumax Pty Ltd)		Downer EDI Works Pty LTD		Topcoat Asphalt Contractor Pty Ltd	
	Evaluation Criteria Note: () * Denotes Rating		Score (out of 5)		Score (out of 5)		Score (out of 5)		Score (out of 5)	
	LUMPS SUM TENDER VALUE EXCL GST		\$1,786,910.92		\$1,159,763.34		\$1,178,925.45		\$1,225,996.40	
1	Works Health & Safety and Risk Management (Schedule 5)	10%	3	6.00	3	6.00	3	6.00	3	6.00
2	Environmental Management Systems and Quality Systems (Schedule 6)	10%	3	6.00	3	6.00	3	6.00	3	6.00
3	Experience (Schedule 10)	20%	3	12.00	3	12.00	3	12.00	3	12.00
4	Implementation/Delivery Schedule (Schedule 12)	25%	2	10.00	3	15.00	3	15.00	3	15.00
5	Price (Schedules 16) Score = $2.5 + 5 * ((\$M - \$T) / \$M)$	35%	0.72	5.05	3.07	21.46	2.99	20.96	2.82	19.73
TOTAL SCORE INCLUDING PRICE		100%	39.05		60.46		59.96		58.73	
TOTAL RANK INCLUDING PRICE			4		1		2		3	
TOTAL SCORE EXCLUDING PRICE			39.05		39.00		39.00		39.00	
TOTAL RANK EXCLUDING PRICE			2		1		1		1	

Rating Scale:**5 = Outstanding offer, greatly exceeds criterion****4 = Very good offer, exceeds criterion****3 = Good offer, no deficiencies, meets criterion****2 = Fair offer, few deficiencies, almost meets criterion****1 = Marginal offer, some deficiencies, partly meets criterion****0 = Inadequate offer, many deficiencies, does not meet criterion**

PREVIOUS REPORTS

12 August 2024 – Asset Management Committee – Agenda item 5.6

ATTACHMENTS

Nil

16.8 RFT FOR CONTRACT 2024/160 – ROAD RESEAL PROGRAM 2024/25 – SPRAY SEALING WORKS**Author:** Peter Lock, Manager Operations**Authoriser:** Kathryn Johnson, Director Infrastructure**File Reference:** 2024.3799

Timeframe:	2024/25 Financial Year			
Budget Impact:	\$800,000			
Risk Assessment:	Primary Risk Type(s):		Service Delivery	
	Inherent Risk:	Likelihood	Consequence	Rating
		Possible	Moderate	Medium
	Controls:	<ul style="list-style-type: none"> ▪ Sound project management and procurement framework ▪ Competitive tender process undertaken ▪ Appoint suitably qualified contractor 		
	Residual Risk:	Rare	Moderate	Low

STRATEGIC REFERENCE:	
Theme	Our Lifestyle
Goal	Infrastructure
Strategy 3.2.3	Council provided assets are fit for purpose, proactively maintained and renewal recognises future demand.

RECOMMENDATION
That Council: <ul style="list-style-type: none"> ▪ award a contract to Inroads Pty Ltd for the Road Reseal Program 2024/25 – Spray Sealing Works in accordance with the documents submitted in response to Request for Tender for Contract 2024/160 – Road Reseal Program 2024/25 – Spray Seal Works for the amount of up to \$800,000 (excluding GST), subject to the agreement of terms and conditions; and ▪ delegate authority to the Chief Executive Officer to approve variations up to the value of 10% of the contract sum within the overall budget allocation.

EXECUTIVE SUMMARY
Council has allocated funds in its 2024/25 Capital Works Budget for the resurfacing of selected roads with spray seal due to their conditions and hierarchy. This report outlines the tendering process that has been undertaken for the roads that required spray seal proportion of the overall resealing program in the 2024/25 financial year.

CONSULTATION UNDERTAKEN
Nil

DISCUSSION

The purpose of this report is to seek approval with supporting information to enable the awarding of a contract for RFT for Contract 2024/160 – Road Reseal Program 2024/25 – Spray Sealing Works.

TYPE OF CONTRACT TO BE EXECUTED

A contract based on AS4000 will be executed with the successful tenderer.

TERM OF CONTRACT

The term of the contract is for a once off period for the 2024/25 financial year.

BACKGROUND

Council has allocated funds to the value of \$2,242,999 in its 2024/25 Capital Works Program for resealing of bituminous spray seal surfaces and asphalt surfaces.

The list of roads is as per the Conquest Road Service Manager Software Program provided through the Asset Management Team, reviewed by the Construction and Maintenance Team and approved by the Asset Management Committee at the 12 August 2024 Asset Management Committee meeting.

PROPOSED WORKS

Works include, but not limited to:

- Spray Sealing
- Line marking

QUOTATION ASSESSMENT

Request for Tender documentation was posted on Tenders SA and the closing time of tenders was 2 pm, Tuesday 10 December 2024. At the time of closing four tender submissions were received.

Tenderer	Tender Price \$ (exc GST)
Bitumax Pty Ltd (Boral)	\$764,099
Downer EDI Works Pty Ltd	\$805,487
Fulton Hogan Industries Pty Ltd	\$1,036,320
Inroads Pty Ltd	\$762,574

Tenderers priced on a Schedule of Rates basis, which means that the successful tenderer will be paid for the actual works completed on the rates provided in the tender. However, for the purpose of this report to Council, only the expected value of the contract is provided for spray sealing.

It is anticipated that line marking will range between \$20,000 to \$30,000 for either contractor which will be an additional cost based on rates also.

QUALITATIVE ASSESSMENT

Tenders received have been assessed against the criteria as set out below:

Price	35%
Relevant Experience of the tenderer	20%
Works Health & Safety and Risk Management.	10%
Environmental Management Systems and Quality Systems	10%
Project Management, Delivery Schedule	25%
TOTAL	100%

The respondents were evaluated by:

- Peter Lock, Manager Operations
- Glenn Miller Projects and Procurement Coordinator

A summary of the quotation assessment is contained in the tables on the following pages as

- The quotation summary
- The quotation scoring matrix

QUOTE CLARIFICATIONS SOUGHT

Clarification was sought from both Bitumax and Inroads around flexibility of their schedules as they indicated starting times that wouldn't align with the kerbing program. Both tenderers responded that they have capacity to scheduled works around Council's timeframes. Inroads in addition offered to waver that additional mobilisation cost if they were in the area to undertake a portion of the works in conjunction with their other local contracts.

Inroads was asked to provide a copy of their builders licensing for the works as they had not supplied one, which was sent through.

ISSUE OF CONCERN

Similar to other recent tenders, the tenderers have indicated that they may request changes to the contract. These changes will need to be reviewed if successful and if an agreeance cannot be made where it doesn't create an unacceptable commercial risk to Council, then an additional contractor may need to be appointed where applicable.

It is anticipated that the preferred contractor will accept Council contract as required.

OVERALL OUTCOME

These four companies are the standard group of tenders that Council has had over the last few years for resealing works. Most of these companies have undertaken works for Council in the past to an acceptable standard. All four companies have suitable organisational structures and work to certified management systems for WHS, Environment and Quality. They have all provided good examples of management plans and risk management measure that they partake by.

The key difference between these tenderers is related to cost as they all meet the criteria that Council seeks. It appears from the unit rates provided that Inroads Pty Ltd will be the best value for money with the assumptions being made on the areas, sweeping days and line marking. Although it is notably quite close between them and Bitumax Pty Ltd who could also undertake the works.

Fulton Hogan Industries Pty Ltd is the highest priced tenderer and due to their pricing, they are the only one that doesn't fit within Council's estimated budget for the scope of works required.

In addition, it is important to note that the award is subject to rates but also rise and fall for the cost of oil (bitumen), where a rise and fall formula will be implemented within the contract and has been previously used.

BUDGET AND TIMING

Total funding of just over \$2.243 million has been allocated in the 2024/25 Capital Works Budget for the annual re-sealing program. This proposed scope of works to be funded from this budget is as follows:

- Spray sealing works
- Profiling
- Asphalt Paving
- Top stone adjustments
- Line marking

Should Council agree to the recommendation, the preferred tenderer will be engaged, and works will be programmed to be completed by 30 June 2025, subject to favourable weather conditions and agreement of commercial terms.

TENDER SUMMARY

Criteria	Weighting	FULTON HOGAN INDUSTRIES PTY LTD	Boral (Bitumax Pty Ltd)	Downer EDI Works Pty LTD	Inroads Pty Ltd
Works Health & Safety and Risk Management.	10%	HS: Third party certification to OHSAS 18001:2007 with Telarc Has suitable Management Plan Example	HS: Third party certification to OHSAS 18001:2007 with BSI. Has suitable Management Plan, Policy Etc.	HS: Third party certification to OHSAS 18001:2007 with Global Registrar of Systems Has suitable WHS Policy and Management Plan Example	ISO 45001:2018 approved and WHS Policy/ WHS Management Plan in place
Environmental Management Systems and Quality Systems	10%	Environment: Third party certification to ISO 14001:2015 with Telarc Quality: Third party certification to ISO 9001:2015 with Telarc	Environment: Third party certification to ISO 14001:2015 with BSI Quality: Third party certification to ISO 9001:2015 with BSI	Environment: Third party certification to ISO 14001:2015 with Global Registrar of Systems P/L Quality: Third party certification to ISO 9001:2015 with Global Registrar of Systems P/L	Environment: Third party certification to ISO 14001:2015 through Bureau Veritas Quality: Third party certification to ISO 9001:2015 through Bureau Veritas
Experience.	20%	Has done plenty of LGA Work with and undertaking works in SA since 2008. with good referees	46 years engaging in similar works. Has good company structure. Has completed work for PPRC within the last 3 years.	Over 50 years experience undertaking similar works. Council has used this contractor for the last 2 years with good results.	40 plus years experience in similar works. Is core works for inroads in Victoria is apart of the VSA Group
Implementation/Delivery Schedule	25%	Program indicates a 13 day construction period. Meets Councils requirements	Has good availability to undertake the works in a short timeframe meets Council requirements	Can complete works within Councils timeframe. Have proposed a 9 day construction timeframe. Exuding mob and Demob	has availability to commence the works within Jan/ Feb and forecasts a week long program for construction
Price	35%	Pricing is the highest out of all submissions and is outside budget estimates for works.	good pricing only marginally more than Inroads on estimates with rates.	good price, slightly higher than others but still within the budget estimates	Overall best price for works. Has high rate for additional mobilisation but has offered to waver this is a second mob is linked with other areas programs.
General Comments	100%	has requested changes to the contract that increases Councils risk	Suitable contractor, pricing is good and could be a good back up contractor if commercial terms can't be reached.	overall, good submission.	Company is a part of VSA group, has completed a lot of works within interstate. Council has used other entity topcoat before with good success.

TENDER SCORING MATRIX

ITEM	DESCRIPTION	WEIGHTING %	FULTON HOGAN INDUSTRIES PTY LTD		Boral (Bitumax Pty Ltd)		Downer EDI Works Pty LTD		Inroads Pty Ltd	
	Evaluation Criteria Note: () * Denotes Rating		Score (out of 5)		Score (out of 5)		Score (out of 5)		Score (out of 5)	
	LUMPS SUM TENDER VALUE EXCL GST		\$1,036,320.17		\$764,099.82		\$805,486.95		\$762,574.71	
1	Works Health & Safety and Risk Management (Schedule 5)	10%	3	6.00	3	6.00	3	6.00	3	6.00
2	Environmental Management Systems and Quality Systems (Schedule 6)	10%	3	6.00	3	6.00	3	6.00	3	6.00
3	Experience (Schedule 10)	20%	2	8.00	3	12.00	3	12.00	3	12.00
4	Implementation/Delivery Schedule (Schedule 12)	25%	3	15.00	3	15.00	3	15.00	3	15.00
5	Price (Schedules 16) Score = $2.5 + 5*((\$M-\$T)/\$M)$	35%	1.35	9.43	2.96	20.74	2.72	19.02	2.97	20.81
TOTAL SCORE INCLUDING PRICE		100%	44.43		59.74		58.02		59.81	
TOTAL RANK INCLUDING PRICE			4		2		3		1	
TOTAL SCORE EXCLUDING PRICE			35.00		39.00		39.00		39.00	
TOTAL RANK EXCLUDING PRICE			2		1		1		1	

Rating Scale:**5 = Outstanding offer, greatly exceeds criterion****4 = Very good offer, exceeds criterion****3 = Good offer, no deficiencies, meets criterion****2 = Fair offer, few deficiencies, almost meets criterion****1 = Marginal offer, some deficiencies, partly meets criterion****0 = Inadequate offer, many deficiencies, does not meet criterion**

PREVIOUS REPORTS

12 August 2024 – Asset Management Committee – Agenda Item 5.6

ATTACHMENTS

Nil

16.9 RFT FOR CONTRACT 2024/163 SHOULDER WIDENING**Author:** Peter Lock, Manager Operations**Authoriser:** Kathryn Johnson, Director Infrastructure**File Reference:** 2024.3825

Timeframe:	2024/25 Financial Year			
Budget Impact:	\$980,000 ex GST			
Risk Assessment:	Primary Risk Type(s):		Service Delivery	
	Inherent Risk:	Likelihood	Consequence	Rating
		Possible	Moderate	Medium
	Controls:	<ul style="list-style-type: none"> ▪ Sound project management and procurement framework in place ▪ Competitive tender process undertaken ▪ Appoint suitably qualified contractor 		
	Residual Risk:	Rare	Moderate	Low

STRATEGIC REFERENCE:**Theme** Our Lifestyle**Goal** Infrastructure**Strategy 3.2.3** Council provided assets are fit for purpose, proactively maintained and renewal recognises future demand.**RECOMMENDATION****That Council:**

- award a contract to Downer EDI Works Pty Ltd for the 2024/163 Shoulder Widening in accordance with the documents submitted in response to Request for Tender for Contract 2024/163 Shoulder Widening for the amount of up to \$980,000 (excluding GST), subject to the agreement of terms and conditions; and
- delegate authority to the Chief Executive Officer to approve variations up to the value of 10% of the contract sum within the overall budget allocation.

EXECUTIVE SUMMARY

This report outlines the tendering process for the shoulder widening works required on the Koolunga Brinkworth Road.

CONSULTATION UNDERTAKEN

Nil

DISCUSSION

Council has allocated \$1,000,000 in the Capital Works Program for shoulder widening.

This tender is for the shoulder widening of Koolunga Brinkworth Road between River Road and the Council Boundary.

PROPOSED WORKS

The key works includes:

- Surface preparation, grading of vegetation and top up of material
- Stabilising with cement for shoulder widening
- Traffic Management;
- Inspection and testing;
- Sealing of whole road surface
- Line marking
- Guidepost installation

TERM OF CONTRACT

The term of the contract is for a once off period completing by 30 June 2025.

TENDER ASSESSMENT

Request for Tender documentation was uploaded to SA Tenders and Contract.

At the closing time of tenders of 12 pm, 11 December 2024, five tender submissions were received as follows:

Tenderer	Tendered Price \$ (excluding GST)
Fulton Hogan industries Pty Ltd	\$ 1,301,720
Stabilized Pavements Australia Pty Ltd	\$ 556,731
PD Excavations Pty Ltd	\$1,030,738
Bild Infrastructure Pty Ltd	\$1,043,622
Downer EDI Works Pty Ltd	\$ 962,796

Tenderers were invited on a Lump Sum basis, which means that the successful tenderer will be paid for actual works completed on the rates provided in their tender. However, for the purpose of this report to Council, only the expected value of the contract is provided.

QUALITATIVE ASSESSMENT

Tenders received have been assessed against the criteria as set out below:

Proposed Evaluation Criteria and weightings

▪ Price	35%
▪ Company Details & Relevant Experience	20%
▪ Work Health & Safety and Risk Management	10%
▪ Management Systems	10%
▪ Project Methodology, Management and Delivery	25%

Total 100%

The tenders were evaluated by:

- Peter Lock, Manager Operations
- Glenn Miller, Projects & Procurement Officer

A summary of the tender assessment is contained in the tables on the following pages as

- The tender summary
- The tender scoring matrix

QUOTE CLARIFICATIONS SOUGHT

Stabilised Pavements Australia Pty Ltd were contacted around a pricing error. Which saw them significant less in price than the other contractors. This was due to an under allowance for the whole spray sealing of the road, where they had only quoted for the shoulders to be sealed. Stabilised Pavements Australia Pty Ltd provided an updated cost which made the pricing closer to the median price and second overall.

Adjusted pricing:

Tenderer	Tendered Price \$ (excluding GST)
Fulton Hogan industries Pty Ltd	\$ 1,301,720
<u>Stabilized Pavements Australia Pty Ltd</u>	<u>\$ 993,868</u>
PD Excavations Pty Ltd	\$1,030,738
Bild Infrastructure Pty Ltd	\$1,043,622
Downer EDI Works Pty Ltd	\$ 962,796

ISSUES OF CONCERN

The following issues of concern were identified and addressed in the evaluation:

It is noted that several contractors have flagged that they would like to review additional clauses within the contract. Where if the risk profile to Council is too high, this may lead to alternative contractors needing to be appointed. However, it is anticipated that the preferred contractors will generally comply with the Councils conditions.

The main theme that appears to be evolving is contractors requesting that limits be applied to the limitation of liability for a reduced proportion of their contract sum. Where depending on the value and amount of the reduction, the risk at the time can be unacceptable.

OVERALL FINDING

In general, all the pricing received is comparable to one another, which indicates that Council has received a true indication of the cost to complete the works required. The project team intends to work with the preferred contractor to review the final application rates of the cement percentage for stabilization, which will be subjective to laboratory test results from the

contractor. For the purposes of this tender, the specification called for higher rate of stabilisation where it is hoped that this can be reduced pending the outcome of the test results, which will result in savings to the rates provided for the works.

Overall, most tenders have priced the works as per the specifications. However, due to variance in contractor machine widths, different contractors either need to stabilise a slightly less or more area to one another which is noted to cause some of the fluctuations in prices.

It was found that all the tenderers have suitable management systems in place and all suitably qualified to undertake these works. All tenderers have past experience in undertaking stabilisation and shoulder widening and could all deliver the works Council requires.

Downer EDI Works Pty Ltd has priced the most competitive tender rate and it is believed that their submission meets Council's needs and expectations for the works. The pricing received fits within the budget allocation for the works and the contractor can complete the works within a desirable timeframe keeping disruptions down.

In addition, Stabilised Pavements Australia Pty Ltd has also submitted a competitive submission and have equivalent experience, where if commercial terms cannot be agreed for the execution of the contract they would make for a suitable alternative.

TIMING AND BUDGET

Total funding of just over \$1,000,000 has been allocated to shoulder widening in the 2024/25 Capital Works Budget. This proposed scope of works to be funded from this budget is as follows:

- Vegetation Clearing
- Shoulder Stabilisation
- Whole road resealing to new width

Should Council agree to the recommendation, the preferred tenderer will be engaged, and works will be programmed to be completed by 30 June 2025, subject to favourable weather conditions and the contractor agreeing to Council's commercial terms.

The Koolunga to Brinkworth Road shoulder widening will be nominated as Council Roads to Recovery Project for the 2024/25 Financial Year.

TENDER SUMMARY

Criteria	Weighting	FULTON HOGAN INDUSTRIES PTY LTD	Stabilised Pavements of Australia Pty Ltd	Downer EDI Works Pty LTD	Bild Infrastructure Pty Ltd	P. D. Excavations Pty Ltd
Works Health & Safety and Risk Management.	10%	HS: Third party certification to OHSAS 18001:2007 with Telarc Has suitable Management Plan Example	Third party certification to OHSAS 18001:2007 with SIA, examples of SWMS, Policies and management plans have been provided.	HS: Third party certification to OHSAS 18001:2007 with Global Registrar of Systems Has suitable WHS Policy and Management Plan Example	HS: Third party certification to OHSAS 18001:2007 with DLCS International. Has suitable Management Plan Example	OHSAS 18001:2007 with Citation Has suitable Management Plan/ policy.
Environmental Management Systems and Quality Systems	10%	Environment: Third party certification to ISO 14001:2015 with Telarc Quality: Third party certification to ISO 9001:2015 with Telarc	Environment: Third party certification to ISO 14001:2015 with SIA Global Quality: Third party certification to ISO 9001:2015 with SIA Global	Environment: Third party certification to ISO 14001:2015 with Global Registrar of Systems P/L Quality: Third party certification to ISO 9001:2015 with Global Registrar of Systems P/L	Environment: Third party certification to ISO 14001:2015 with DLCS International Quality: Third party certification to ISO 9001:2015 with DLCS International	Environment: Third party certification to ISO 14001:2015 with Citation Quality: Third party certification to ISO 9001:2015 with Citation
Experience.	20%	FH has suitable experience in doing similar works with suitable referees	core business is road stabilisation and has been doing similar works for 40 plus years. Has 3 good referees listed and has undertaken works for Council in the past.	Over 50 years experience undertaking similar works. With 10 plus years undertaking shoulder widening. Will be using some local labour.	Bild Infrastructure has over 40 years of experience within the construction industry with completing road constructions as such. Has completed works for council in the past to a good standard.	has been undertaking works for 47 years as a company. Has provided a good methodology and examples of shoulder widening.

Implementation/Delivery Schedule	25%	has indicated works will commence in April and be completed by the end of April 2025	has indicated works will take slightly under a month to construct and complete. Meets councils required timing	Has indicated a month to construct the works starting from early February 2025. This meets Councils timeframe.	Has indicated a month construction from March to April. Has provided good WZTM examples	has indicated a end of march to mid-May construction period. Which still meets Councils timeframes. 39 day construction period. Slight concerns of the works being undertaken for sealing in the cooler months
Price	35%	Price is the highest of all tenders and slightly above budget estimates	initial price was incorrect due to not allow for the whole road to be seal. Price with correct amount is still higher but still under the overall budget.	Price is the lowest of all tenders and is within the expected range.	Price is above budget but with in reasonable expectations	price is competitive, 3 rd overall
General Comments	100%	Overall price is the issue with this submission. All other details are suffice	overall good submission from a suitable contractor.	overall good submission by a suitably qualified contractor.	good submission overall.	has tendered using a slightly smaller stabilising machine but will still meet councils required widths, less waste on the shoulders.

TENDER SCORING MATRIX

ITEM	DESCRIPTION	WEIGHTING %	FULTON HOGAN INDUSTRIES PTY LTD		Stabilised Pavements of Australia Pty Ltd		Downer EDI Works Pty LTD		Bild Infrastructure Pty Ltd		P. D. Excavations Pty Ltd	
	Evaluation Criteria Note: () * Denotes Rating		Score (out of 5)		Score (out of 5)		Score (out of 5)		Score (out of 5)		Score (out of 5)	
	LUMPS SUM TENDER VALUE EXCL GST		\$ 1,301,720.00		\$ 993,868.72		\$ 962,796.42		\$1,043,622.46		\$ 1,030,738.53	
1	Works Health & Safety and Risk Management (Schedule 5)	10%	3	6.00	3	6.00	3	6.00	3	6.00	3	6.00
2	Environmental Management Systems and Quality Systems (Schedule 6)	10%	3	6.00	3	6.00	3	6.00	3	6.00	3	6.00
3	Experience (Schedule 10)	20%	2	8.00	3	12.00	3	12.00	3	12.00	3	12.00
4	Implementation/Delivery Schedule (Schedule 12)	25%	3	15.00	3	15.00	3	15.00	3	15.00	2	10.00
5	Price (Schedules 16) Score = $2.5 + 5 * ((\$M - \$T) / \$M)$	35%	1.40	9.78	2.84	19.89	2.99	20.90	2.61	18.25	2.67	18.68
TOTAL SCORE INCLUDING PRICE		100%	44.78		58.89		59.90		57.25		52.68	
TOTAL RANK INCLUDING PRICE			5		2		1		3		4	
TOTAL SCORE EXCLUDING PRICE			35.00		39.00		39.00		39.00		34.00	
TOTAL RANK EXCLUDING PRICE			4		1		1		1		3	

Rating Scale:

5 = Outstanding offer, greatly exceeds criterion

4 = Very good offer, exceeds criterion

3 = Good offer, no deficiencies, meets criterion

2 = Fair offer, few deficiencies, almost meets criterion

1 = Marginal offer, some deficiencies, partly meets criterion

0 = Inadequate offer, many deficiencies, does not meet criterion

PREVIOUS REPORTS

12 August 2024 – Asset Management Committee – Agenda item 5.5

ATTACHMENTS

Nil

16.10 RFT FOR CONTRACT 2024/144 - INSTALLATION OF PV SOLAR SYSTEMS**Author:** Frank Endemann, Project Manager**Authoriser:** Kathryn Johnson, Director Infrastructure**File Reference:** 2024.2979

Timeframe:	2024/25 Financial Year			
Budget Impact:	Within existing budget allocation of \$300,000.00 (excluding GST)			
Risk Assessment:	Primary Risk Type(s):		Environmental	
	Inherent Risk:	Likelihood	Consequence	Rating
		Possible	Moderate	Medium
	Controls:	<ul style="list-style-type: none"> ▪ Sound project management and procurement framework in place ▪ Competitive tender process undertaken ▪ Appoint suitably qualified contractor 		
	Residual Risk:	Rare	Moderate	Low

STRATEGIC REFERENCE:	
Theme	Our Lifestyle
Goal	Sustainability
Strategy 3.3.4	Energy generation and local use is increasingly environmentally sensitive.

RECOMMENDATION
<p>That Council:</p> <ul style="list-style-type: none"> ▪ award a contract to RAA Innovations Pty Ltd for the installation of PV Solar Panel to various Council buildings in accordance with the documents submitted in response to Request for Tender for Contract RFT 2024/144 Installation of PV Solar Panels for the amount of \$161,220 (excluding GST); and ▪ delegate authority to the Chief Executive Officer to approve contract and project variations within the budget allocation of \$300,000 for the defined scope of works, and report any variations approved under the delegation to Council.

EXECUTIVE SUMMARY
<p>Council allocated \$300,000 in the 2024/25 Capital Works Budget for the installation of PV Solar Panels based off the feasibility study undertaken by dsquared Consulting.</p> <p>Specifications were prepared and tenders called.</p> <p>Twelve submissions were received when tenders closed. Three of these submissions were shortlisted and required to visit the site to confirm site access, roof configurations, inverter locations, methodology and prices.</p>

The shortlisted tenderers provide amended prices as applicable.

The amended cost was then factored in, and a preferred tenderer identified as per the recommendation, with an allowance included for roof access systems, with the total value of the project being within the budget allocation.

Due to the project value being within the budget allocation, delegation to the Chief Executive Officer is recommended to approve variations within the budget allocation and project scope of works.

CONSULTATION UNDERTAKEN

Nil

DISCUSSION

Council resolved at its November 2023 meeting to support the installation of PV Solar Panel on various Council buildings.

\$300,000 was allocated in the 2024/2025 Capital Works Budget to carry out the works.

PROPOSED WORKS

The proposed work will comprise of the installation of PV Solar panels and associated infrastructure to the Council buildings as per the table below.

Site	Address (from electricity invoice)	System size (kW)
Port Pirie Administration Office	115 Ellen St, PORT PIRIE, SA, 5540	30
Port Pirie Aquatics Centre	Pool, 55 Mary Elie St, PORT PIRIE, SA, 5540	60
Port Pirie Function Centre	Sec 1076, Lot 2 Mary Elie St, PORT PIRIE, SA, 5540	30
Port Pirie Library	Library, 3 Mary Elie St, PORT PIRIE, SA, 5540	40
Port Pirie Tourism and Arts Centre	Tourism And Art Centre, 3 Mary Elie St, PORT PIRIE, SA, 5540	30
Crystal Brook Office & Public Library	21 Bowman St Crystal Brook Sa 5523	8
Total		198

TENDER ASSESSMENT

Request for Tender documentation was uploaded to Tenders SA on 6 June 2024. At the close of tenders, twelve tender submissions were received.

Two were submitted late and not considered.

The twelve complying submissions were evaluated to determine which tenderers would be notified and required to undertake a mandatory site visit pursuant to Clause 1.3 of the Tender Issue Specification.

The site visits allowed the tenderers to confirm the roof layout, inverter locations, methodology and Lump Sum price.

The shortlisted tenderers invited to visit the sites were as follows:

Tenderer	Tendered Price \$ (excluding GST)
My Energy SA P/L	\$ 146,365
Solar Wholesalers	\$ 151,529
RAA Innovations P/L	\$ 170,132

The Table below shows the final amended submissions following the site visits:

Tenderer	Tendered Price \$ (excluding GST)
Solar Wholesalers	\$ 150,155
My Energy SA P/L	\$ 157,948
RAA Innovations P/L	\$ 161,220

Tenderers were invited on a Lump Sum basis, which means that the successful tenderer will be paid for actual works completed on the rates provided in their tender. However, for the purpose of this report to Council, only the expected value of the contract is provided.

QUALITATIVE ASSESSMENT

Tenders received have been assessed against the criteria as set out below:

▪ Works Health & Safety and Risk Management	20%
▪ Local Economic Benefit & Social Inclusion	10%
▪ Experience	10%
▪ Value Added Services and Improvement & Innovation	10%
▪ Price	50%
Total	100%

The tenders were evaluated by;

- Jacob Potter (d squared Consulting) – Independent Technical Expert
- Frank Endemann (PPRC) - Project Manager
- Stephen Rufus (PPRC) – Director Corporate & Community

A summary of the tender assessment is attached as:

- The tender summary
- The tender scoring matrix

QUOTE CLARIFICATIONS SOUGHT

No clarifications were sought during the evaluation of quotes.

OVERALL FINDING

All submissions were assessed against the criteria shown in the Table below to determine which companies would be required to undertake site visits.

Meets tender specifications incl: - Warranty - Inverter / panel selection - Solar Analytics Monitoring - Price breakdown	Did the response adequately address the solar PV tender specifications?
Methodology provided?	Was a methodology provided that was tailored to Council's facilities?
Relevant commercial experience?	Did the respondent have relevant South Australian commercial solar PV experience?
Safe roof access included?	Did the response consider safe roof access?
SA based?	Is the company SA based?
Design and installation in house (no sub-contractors)?	Are design and installation services undertaken in-house or by sub-contractors?
If sub-contracting - SA based for support?	Are the sub-contractors SA based for warranty support?

Following this assessment, three tenderers (RAA Innovations, My Energy & Solar Wholesalers) were invited to undertake the mandatory site visits and confirm or amend their price based on the site conditions.

The visits were undertaken on 11 November 2024, with revised prices required by 15 November, 2024.

The revised prices are shown in the second table above and used in the Tender Scoring Matrix to determine a Preferred Contractor.

Whilst all 3 companies were deemed capable of successfully delivering the project, RAA Innovations P/L were ranked first in the matrix and have more commercial experience in delivering similar sized systems and offered a more comprehensive final offer.

It's therefore recommended that RAA Innovations P/L be awarded the contract for the installation of PV Solar panel for the sum of \$161,220.

TIMING AND BUDGET

Total funding of \$300,000 has been allocated for the installation of PV Solar Panels in the 2024/2025 Capital Works Budget. This proposed scope of works to be funded from this budget is as follows:

Installation of PV Solar panels	\$ 161,220
Roof Access systems allowance	\$ 70,000
Total	\$ 231,200

Considering the tender value and roof access allowance being well within the budget allocation, the recommendation includes a delegation to the Chief Executive Officer to approve variations to the contract and project within the budget allocation for the defined scope of works. Any variations approved under the delegation are to be report to Council.

Should Council agree to the recommendation, the preferred tenderer will be engaged, and works will be programmed to be completed by April 2025 subject to favourable weather conditions.

PREVIOUS REPORTS

22 November 2023 – Ordinary Meeting of Council – Agenda Item 15.3.4

ATTACHMENTS

- 1. Tender Summary**
- 2. Tender Scoring Matrix**

TENDER SUMMARY

Criteria	Weighting	P&M Stallen Family Trust No. 2 T/A Apex Energy Australia	My Energy SA P/L	RAA Inovation P/L	Power Tech Energy P/L	SEL ABSOLUTE RETURN FUND T/A Solar Wholesalers
Works Health & Safety and Risk Management.	20%	ISO 45001 & 9001 Certification	appears to have good policies and Procedures in place	Policy statement provided. Cm3 Certification	Provided comprehensive HS & E Management Plan from previous project.	ASSA Certificate, WHS & E Policy Statement & SWMS Provided
Local Economic Benefit & Social Inclusion	10%	1200 Hrs SA labour	All SA employees no hours nominated	2 employees PPRC, 1200 Hrs SA labour	2 PPRC employees nominated, 8 SA no hours specified.	Submission indicates 650 hrs PPRC labour yet all staff based in Adelaide and no subcontractor used.
Experience.	10%	Approximately 20 years experience. Do not use sub-contractors	Provided evidence of several large installations	Vast experience , installed 25kw - 33.6 MW systems	Staff have considerable experience in design and qualifications . Limited project details provided	No details of past projects provided, Staff do not appear to have same level of experience as other tenderers
Value Added Services and Improvement & Innovation	10%	Offered alternate monitoring system, saving 14,600. if accepted	Frequently in area to provide back up if required	Provided a \$14,569. discount to increase probability due to 50% weighting on price	Can provide staff training workshops	Panels nominated have 25 year warranty
Price	50%	\$258,250	\$146,365	\$170,132	\$206,712	\$151,259
General Comments	100%	Good submission, highest price	Good submission, have completed several similar projects . Lowest Price	Excellent proposal and well experienced.	Limited past project details provided	No past project details provided. Second lowest price

TENDER SCORING MATRIX

ITEM	DESCRIPTION	WEIGHTING %	My Energy SA P/L		RAA Inovation P/L		SEL ABSOLUTE RETURN FUND T/A Solar Wholesalers	
	Evaluation Criteria Note: () * Denotes Rating		Score (out of 5)		Score (out of 5)		Score (out of 5)	
	LUMPS SUM TENDER VALUE EXCL GST		\$ 157,948.00		\$ 161,220.00		\$ 150,155.00	
1	Works Health & Safety and Risk Management (Schedule 5)	20%	4	16.00	3	12.00	4	16.00
3	Local Economic Benefit & Social Inclusion (Schedule 7)	10%	3	6.00	4	8.00	3	6.00
5	Experience (Schedule 10)	10%	3	6.00	4	8.00	2	4.00
8	Value Added Services and Improvement & Innovation (Schedule 13)	10%	1	2.00	2	4.00	1	2.00
10	Price (Schedules 16) Score = $2.5 + 5 * ((\$M - \$T) / \$M)$	50%	2.45	24.52	2.35	23.47	2.70	27.01
TOTAL SCORE INCLUDING PRICE		100%	54.52		55.47		55.01	
TOTAL RANK INCLUDING PRICE			3		1		2	
TOTAL SCORE EXCLUDING PRICE			30.00		32.00		28.00	
TOTAL RANK EXCLUDING PRICE			2		1		3	

16.3 UPDATE ON NEGOTIATIONS - EXPRESSION OF INTEREST MEMORIAL OVAL

RESOLUTION OM 427/24

MOVED: Cr J Connor

SECONDED: Cr K Jackson

That Council:

- **raise no issue with a trial of the proposed use of the Kitchen and other Function Centre facilities by the Savoy Soccer Club, subject to satisfactorily negotiating the temporary requirements with Belgravia; and**
- **authorise the Mayor, Cr Peters and the Chief Executive Officer to further progress discussions regarding advancing the concept put forward by Savoy as part of its Expression of Interest in use of the Function Centre and provide a further report to Council, said report also include a recommendation on consultation requirements.**

CARRIED



MAYOR

16.6 RFT FOR CONTRACT 2024/153 - PORT PIRIE SKATE PARK REFURBISHMENT**RESOLUTION OM 436/24****MOVED: Cr J Keain****SECONDED: Cr G Petagna****That Council:**

- award a contract to Trinity Skateparks Pty Ltd for the refurbishment of the Port Pirie Skate Park in accordance with the documents submitted in response to Request for Tender for Contract 2024/153 - Refurbishment of the Port Pirie Skate Park, for the amount of \$137,000.00 (exc GST);
- approve the allocation of a contingency amount of \$15,000 and delegate authority to the Chief Executive Officer to approve variations within this contingency amount;
- give consideration to the inclusion of additional skate park features based on the advice of the preferred contractor within the available budget for the project; and
- delegate authority to the Chief Executive Officer to approve additional works to enhance the skate park up to an overall project value equivalent to the budget available of \$210,000.

CARRIED

MAYOR

16.7 RFT FOR CONTRACT 2024/159 – ROAD RESEAL PROGRAM 2024/25 – ASPHALT WORKS

RESOLUTION OM 439/24

MOVED: Cr M Hopgood

SECONDED: Cr L Peters

That Council:

- **award a contract to Bitumax Pty Ltd for the Road Reseal Program 2024/25 – Asphalt Works in accordance with the documents submitted in response to Request for Tender for Contract 2024/159 – Road Reseal Program 2024/25 – Asphalt Works for the amount of up to \$1,200,000 (excluding GST), subject to the agreement of terms and conditions; and**
- **delegate authority to the Chief Executive Officer to approve variations up to the value of 10% of the contract sum within the overall budget allocation.**

CARRIED



MAYOR

16.8 RFT FOR CONTRACT 2024/160 – ROAD RESEAL PROGRAM 2024/25 – SPRAY SEALING WORKS

RESOLUTION OM 442/24

MOVED: Cr M Hopgood

SECONDED: Cr L Peters

That Council:

- **award a contract to Inroads Pty Ltd for the Road Reseal Program 2024/25 – Spray Sealing Works in accordance with the documents submitted in response to Request for Tender for Contract 2024/160 – Road Reseal Program 2024/25 – Spray Seal Works for the amount of up to \$800,000 (excluding GST), subject to the agreement of terms and conditions; and**
- **delegate authority to the Chief Executive Officer to approve variations up to the value of 10% of the contract sum within the overall budget allocation.**

CARRIED



MAYOR

16.9 RFT FOR CONTRACT 2024/163 SHOULDER WIDENING

RESOLUTION OM 445/24

MOVED: Cr L Peters

SECONDED: Cr M Hopgood

That the updated tender summary and tender scoring matrix tabled at the meeting be received and considered at this time.

CARRIED

RESOLUTION OM 446/24

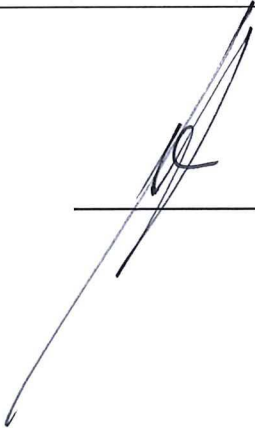
MOVED: Cr A Zubrinich

SECONDED: Cr J Keain

That Council:

- **award a contract to Downer EDI Works Pty Ltd for the 2024/163 Shoulder Widening in accordance with the documents submitted in response to Request for Tender for Contract 2024/163 Shoulder Widening for the amount of up to \$980,000 (excluding GST), subject to the agreement of terms and conditions; and**
- **delegate authority to the Chief Executive Officer to approve variations up to the value of 10% of the contract sum within the overall budget allocation.**

CARRIED



MAYOR

16.10 RFT FOR CONTRACT 2024/144 - INSTALLATION OF PV SOLAR SYSTEMS

RESOLUTION OM 449/24

MOVED: Cr M Hopgood

SECONDED: Cr L Peters

That Council:

- **award a contract to RAA Innovations Pty Ltd for the installation of PV Solar Panel to various Council buildings in accordance with the documents submitted in response to Request for Tender for Contract RFT 2024/144 Installation of PV Solar Panels for the amount of \$161,220 (excluding GST); and**
- **delegate authority to the Chief Executive Officer to approve contract and project variations within the budget allocation of \$300,000 for the defined scope of works, and report any variations approved under the delegation to Council.**

CARRIED



MAYOR

ORDINARY MEETING OF COUNCIL 22 January 2025



Members of Council

His Worship the Mayor L Stephens
Councillors:
Deputy Mayor Cr A Zubrinich
Cr J Connor, Cr A Gulin, Cr M Hopgood,
Cr K Jackson, Cr J Joyce, Cr J Keain,
Cr G Petagna, Cr L Peters

Confidential Agenda

The business to be considered at the above-mentioned meeting
is set out in the attached Agenda.

A handwritten signature in black ink, appearing to read "Chris Davey".

Chris Davey
A/Chief Executive Officer
17 January 2025

AGENDA

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16.1 Stormwater Infrastructure Contribution - Perry's Fuel Distributors 3

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16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY**16.1 STORMWATER INFRASTRUCTURE CONTRIBUTION - PERRY'S FUEL DISTRIBUTORS****Author:** Chris Davey, Director Development & Regulation

Timeframe:	2024/25			
Budget Impact:	\$10,000			
Risk Assessment:	Primary Risk Type(s):		Legal / Regulatory / Policy	
	Inherent Risk:	Likelihood	Consequence	Rating
		Possible	Moderate	Medium
	Controls:	▪ Financial contribution		
	Residual Risk:	Unlikely	Insignificant	Low

STRATEGIC REFERENCE:	
Theme	Our Leadership
Goal	Partnerships
Strategy 4.3.1	Increase the opportunity for greater outcomes through mutually beneficial partnerships.

<p>RECOMMENDATION</p> <p>That Council agree to assist Perry's Fuel Distributors and resolve this matter by funding up to 50% of the total cost, that is currently estimated to be in the order of \$10,000, for the removal and reinstatement of the failed stormwater infrastructure located at the Southern entry/exit crossover to the Perry's Tin-Man Roadhouse on Augusta Highway, noting that all future maintenance or repairs to any of the stormwater crossover infrastructure, or any other infrastructure, is entirely the responsibility of the current owners of this property and that a letter be sent to Perry's Fuel Distributors clearly setting out and explaining that it is their responsibility for any such infrastructure used for the sole purpose of the business.</p>

<p>EXECUTIVE SUMMARY</p> <p>Council staff have been attempting to resolve an enduring matter after receiving a request from Perry's Fuel Distributors with the Department of Infrastructure and Transport (DIT) relating to the ownership and responsibility for the maintenance and/or replacement of stormwater infrastructure at the Perry's Fuel Distributors Tin-Man Roadhouse, Southern entry/exit point on Augusta Highway. This report will provide options for consideration to the Members that will result in a final solution for both the owners Perrys Fuel Distributors and the Council in the absence of any real input front the Department for Infrastructure and Transport (DIT).</p>

CONSULTATION UNDERTAKEN

CEO, Directors Development and Regulation & Infrastructure, Local Government Mutual Liability Scheme, Wallmans Lawyers, Marcus and Andrew Perry.

DISCUSSION

Council received an email from Mr Marcus Perry, Director Perry's Fuel Distributors that raised the issue of its failing stormwater infrastructure, at the Tin-Man Roadhouse on Augusta Highway at Napperby, this email also included the correspondence between Department for Infrastructure and Transport (DIT) and Mr Andrew Perry. Contained within the email was the final position from DIT recommending that Perry's now raise the matter of the failing stormwater infrastructure directly with Council as it was not the responsibility of the Department.

On the 14 of December 2023 the email correspondence mentioned above from Mr Marcus Perry was received and stated he would like the matter (failing stormwater pipe) actioned and an estimated time on when it was to be fixed.

On Thursday 25 January 2024 Council Director of Infrastructure received a direct email from Mr Marcus Perry as follows:

Verbatim

"Hi Kathryn,

I have been advised that you were allocated this issue shortly after my email to the council below.

It is becoming a serious safety concern and I believe there is risk of an accident occurring in the Augusta Highway if this is not attended to shortly.

Can you please advise on an ETA for when this will be resolved.?

Below are photos of the national highway at the Tinman roadhouse Thursday 18th Jan 2024."





Over an extended period, our Director of Infrastructure was liaising with Mr. Andrew Perry, DIT along with the Local Government Association Mutual Liability Scheme (LGAMLS), in order to establish whose ownership and responsibility the stormwater infrastructure was.

As a result of communications by the Director the following advice was received from LGAMLS via Wallmans Lawyers and protected by legal privilege.

LGAMLS email:

Verbatim

"Please see the below email thread, which includes advice we have obtained from Wallmans lawyers (protected by legal professional privilege).

You will see that we have considered the application of Operational Instruction 20.1, which is the set of rules DIT is required to adhere, in its management of controlled roads. This appears to set out that the Minister is not responsible for drainage channels and the interaction with driveway crossovers; this is specifically excluded. So this leaves the issue to be addressed as between Council and the property/business owner.

We turn to Section 218 of the Local Government Act, which empowers Council to require property owners to maintain and repair driveway crossovers. There is valid justification for the same, in that driveway crossovers will become damaged over time due to vehicle access, and where we are looking at residential properties that damage can usually be attributed to the resident and their vehicle traversing the driveway.

In the subject scenario, we are looking at a commercial site, where it is business customers who are traversing the crossover. Whilst it is these vehicles (cars/trucks/buses) which have likely damaged the drainage pipe contained within the crossover, the same object of Section 218 should apply here. The property/business owner has directly benefitted by the existence of the crossover (including the

drainage pipe contained therein). Absent of the crossover (and drainage pipe), the land on which the business is located would be separated from the highway by a drainage channel, therefore serving as a barrier to both customers and suppliers.

We understand there is no relevant Section 221 permit, but this is likely reflective of the fact that the creation of the crossover (including the pipe) is historic. The absence of a Section 221 permit does not, in our view, make this Council's issue to resolve.

We recommend that the business owner is informed that they need to undertake the required repairs of the crossover and pipe pursuant to Section 218. We note the business owner has argued that the current issues with the crossover represent a safety issue. That may simply be emotive language, to attempt to expedite a resolution. However, we suggest that Council investigates to satisfy itself whether there is truly a safety issue. If there is, then Council should also invoke Divisions 2 and 3 of Part 2 of Chapter 12 (or in other words issue a Section 254 Order) compelling the business owner to undertake the necessary repair works, within a defined period of time. Thereafter, should the business owner fail to do so, Council is entitled to undertake these works, and thereafter recover its costs of doing so from the business owner as a debt.

Under Operational Instruction 20.1 (section 3.5) it is confirmed:

The Commissioner shall not be responsible for:

- *underground drains along or across a highway, including culverts, that form part of a main underground drainage system;*
- *gullies and their connecting branches to main drains where they capture only runoff from side roads;*
- *watercourses and side drains not covered above within the road reserve*

Under Section 4.2 it is also confirmed :

The Commissioner will not install or maintain a drainage structure, such as a culvert or pipe, beneath a driveway where the structure is required solely to provide vehicle access to the adjoining property.

Both Sections 3.5 and 4.2 are therefore aligned. These confirm that the issue Andrew Perry complains of is not DIT's to resolve. Whilst Section 4.3 appears to support the position that either DIT and/or Council can require a property owner to undertake a repair to a crossing – this does not appear to extend to the repair of a damaged drainage pipe located beneath/within the crossing – as this is specifically excluded by Sections 3.5 and 4.2, as detailed above. So again, this is not DIT's issue. It is therefore not surprising that DIT has refused to alter its position.

We understand you have Andrew Perry chasing for an outcome. He needs to be informed that the issues he complains of are his to resolve, and not DIT and not Council. The damage to the crossover and drainage pipe within, has likely occurred as a result of the vehicular traffic of his customers. The presence of the drainage pipe within the crossover serves only to enable vehicular access to his land, he is therefore the sole beneficiary of the pipe. If the pipe were not present, and his land was returned to its original condition, his land would be separated from the highway by an open drainage ditch, thereby preventing access to his land from the highway by passing traffic."

The writer, in discussion with the CEO have now considered all of the background information available and relevant to this matter and further considered the fact that Andrew Perry has made it very clear to the CEO in past conversations that he will still be pursuing DIT to recover any amounts he contributes towards this stormwater infrastructure, as he still remains firm with his original position that it is a DIT responsibility.

The writer and the CEO jointly agree and do consider it a real tangible risk that if no contribution is provided by the Council in this instance, Andrew Perry would seek to recover costs from the Council. The potential risk from any legal action that may be brought against the Council would be budget impact from legal fees compounding over an expected drawn-out period of time to defend Councils legal position and may well result in costing more than the 50 percent one-off contribution towards the stormwater infrastructure repair at the end of such proceedings. Council CEO and Andrew Perry

have discussed Without Prejudice an agreement, subject to Council endorsement, to share the total cost equally in this instance, the estimated value of these works is in the order of \$20,000.

ATTACHMENTS

Nil

16.2 2024/150 - THE TERRACE WSUD CIVIL AND LANDSCAPE WORKS**Author:** Terry McGinnis, Project Manager**Authoriser:** Kristen Clark, Director Infrastructure**File Reference:** 2024.3518

Timeframe:	2024/25			
Budget Impact:	\$1,093,577 excluding GST			
Risk Assessment:	Primary Risk Type(s):		Financial / Infrastructure	
	Inherent Risk:	Likelihood	Consequence	Rating
		Possible	Moderate	Medium
	Controls:	<ul style="list-style-type: none"> Competitive tender process. Award an appropriately qualified contractor 		
	Residual Risk:	Unlikely	Minor	Low

STRATEGIC REFERENCE:	
Theme	Our Lifestyle
Goal	Infrastructure
Strategy 3.2.1	Township road networks support pedestrian, cycle and vehicle use.

RECOMMENDATION**That Council:**

- award a contract to Civil Tech Pty Ltd for the civil and landscaping work in accordance with the documents submitted in response to Request for Tender Contract 2024/150 – The Terrace WSUD Civil and Landscaping Works up to the amount of \$1,093,577 (excluding GST); and
- delegate authority to the Chief Executive Officer to approve the variations under the contingency allowance up to the value of \$50,000.

EXECUTIVE SUMMARY

Council has received grant funding for \$1,875,000 for Priority Water Sensitive Urban Design (WSUD) projects as part of Greening Port Pirie. This funding is over a period of four years. The Terrace WSUD landscaping and civil works forms a large part of this project. This report outlines the tendering process that has been undertaken and nominates the preferred contractor to undertake the works.

DISCUSSION

Council has received grant funding for \$1,875,000 for Priority Water Sensitive Urban Design (WSUD) projects as part of Greening Port Pirie. This funding is over a period of four years.

Works to be performed as part of the Greening Port Pirie project include the completion of all civil and landscaping works, integrating water sensitive design initiative as part of a greater greening project.

This package includes upgrading The Terrace and Memorial Drive intersection, and Pirie West Oval carpark and roundabout. New carpark areas, pedestrian crossings, and increased vegetation will significantly reduce airborne dust.

The works will be scheduled to have minimum impact to school zones and local traffic. We will communicate to the school and residents in the area when the work will commence, and the work schedules of the contractor. There will be traffic management in place to ensure traffic flow and safety.

It is anticipated that the preferred contractor will finalise and execute the contract by late January for early February preliminary works to begin.

The whole package of works is anticipated to be completed by 30 May 2025. This will allow for the plants, trees, and shrubs to be propagated during this period. They will be ready for planting in April/May/June dependent on weather conditions and advice of supplier. We will follow the processes and advice, ensuring we give them the best chance of survival. The species and sizing are larger than other greening areas due to it being a very public and frequently used location. Irrigation to the planting areas will be completed by the preferred contractor and be overseen by Council.

PROPOSED WORKS

The scope of works under this contract include, but are not limited to the following:

- Removal of nominated vegetation, trees, and shrubs
- Construction of the new carpark including earthworks formation and spray sealing
- Footpaths
- Kerbing complete with tree inlet pits
- Stormwater drainage
- Planting of all trees, shrubs, and plants
- Installation of street furniture and lighting

TENDER ASSESSMENT

Request for Tender documentation was lodged on SA Tenders and Contracts. Originally closing on 7 November 2024. We received interest, but no submissions. We retendered the documents on SA Tenders and Contracts with an extended closing date at the request of those interested in submitting. At the closing time of tenders of 2pm, Wednesday 18th December, we had three submissions.

Tenderers were invited on a Lump Sum basis.

Tenderer	Tendered Price \$ (excluding GST)
Civil Tech Pty Ltd	\$ 1,093,577
Fleurieu Civil & Construction Pty Ltd	\$ 1,089,987 (non-conforming)
Landscape Construction Services Pty Ltd	\$ 1,981,642

Non-Conforming Quote

Fleurieu Civil & Construction Pty Ltd's tender submission was deemed to be non-conforming due to the pricing being incomplete. There was no allowance for the completion of the spray seal on the carpark. Option two pricing in both civil and landscaping in the tender documents were left out altogether.

QUALITATIVE ASSESSMENT

Tenders received have been assessed against the criteria as set out below:

Price	35%
Implementation / Delivery schedule	15%
Environmental Management Systems and Quality Systems	20%
Works Health & Safety and Risk Management	15%
Organization Structure, Facilities and Resources	5%
Experience	10%
TOTAL	100%

The tenders were evaluated by:

- Terry McGinnis, Project Manager
- Glenn Miller, Projects and Procurement Coordinator
- Kristen Clark, Acting Director of Infrastructure.

A summary of the tender assessment is contained in the tables on the following pages as

- The tender summary; and
- The tender scoring matrix

OVERALL FINDING

The tender submission received from Civil Tech Pty Ltd was deemed to be the best offer in relation to the specified works. The pricing provided by Civil Tech Pty Ltd provides best value for money when compared against the other pricing received, including the non-conforming submission. Civil Tech Pty Ltd have completed similar works for Council recently and were efficient, professional, and delivered work to a high standard and quality. It is recommended that Civil Tech Pty Ltd are the successful tenderer.

TIMING AND BUDGET

Council has allocated the following funding source for the execution of this project:

- Greening Grant Funding - \$1,214,077 for 2023/24

The overall funding allocated for 2023/24 includes the purchase of plants, trees and groundcovers, and associated costs. There is still sufficient budget to complete the works within the available funding.

Should Council agree to the recommendation, the preferred tenderer will be engaged, and works will be programmed to be completed by 30 May 2025, subject to delays in weather.

TENDER SUMMARY

Criteria	Weighting	Civil Tech Pty Ltd	Fleurieu Civil & Construction Services Pty Ltd	Landscape Construction Services Pty Ltd
Price	35%	\$ 1,093,577.07 The most cost-effective submission. The pricing is within the estimated budget. With the most included.	\$ 1,089,987.64 (non-conforming) Pricing was competitive. Over budget, but the inclusion of the carpark sealing was not included. Therefore, the tender was not completed.	\$ 1,981,642.91 Not competitive with other submissions. Pricing is highest.
Works Health & Safety and Risk Management	15%	Submitted WHS procedure and policies. Comprehensive WHS and Risk Management procedures. Sample SWMS and Risk management documents. Excellent submission.	Submitted WHS procedure and policies. Suitable WHS and Risk Management procedures. HSEQ management demonstrated in documents. Suitable submission.	Submitted WHS procedure and policies. Suitable WHS and Risk Management procedures. Sample SWMS and Risk Management documents. Suitable submission.
Environmental Management Systems and Quality Systems	20%	Comprehensive documentation. Holding all relevant accreditation. Excellent submission with detail.	Comprehensive submission. Holding all relevant accreditation.	Suitable submission. Holding all relevant accreditation.
Implementation/Delivery Schedule	15%	The schedule that has been supplied is achievable and the works can be completed by the desired dates. The stated milestones match what we require.	Delivery date has been supplied. No definitive schedule has been supplied. Upon the site visit it was clear of the date that the Project needed to be completed. This is agreed, no methodology around it. Stating TBC during contract signing.	The delivery schedule is longer than other submissions. Not meeting the deadlines of late May 2025. Estimated late August finish.
Experience	10%	Examples of previous works supplied. The work is of a high standard and quality. The previous works that Civil Tech Pty Ltd have undertaken for PPRC has been of a high standard and quality.	Fleurieu Civil have completed works for PPRC recently. The works were completed to a high standard. This work is a little different to previous projects undertaken.	Examples of previous works supplied. The work appears to be of a high standard and quality. PPRC have not used LCS recently.
Organisation Structure, Facilities and Resources.	5%	Demonstrated in the submission the capability of the company and its structure. Provided the information required. Supplied the training matrix for the employees etc. Excellent submission.	Demonstrated in the submission the capability of the company and its structure. Provided all information required. Supplied the training matrix for the employees etc. Excellent submission.	Demonstrated in the submission the capability of the company and its structure. Provided the information required. Supplied all training and accreditation documents. Supplied an Org Chart of the Company. Excellent detail.
General Comments		Comprehensive submission. Excellent presentation and content. Preferred submission.	Suitable submission. No schedule was submitted, only agreeance on completion date. Incomplete pricing. Therefore, non-compliant.	Suitable submission. Excellent presentation. With price and timelines, others are preferred.

TENDER SCORING MATRIX

ITEM	DESCRIPTION	WEIGHTING %	Civil Tech Pty Ltd		Fleurieu Civil & Construction Pty Ltd		Landscape Construction Services Pty Ltd		Company 4		Company 5	
	Evaluation Criteria Note: () * Denotes Rating		Score (out of 5)		Score (out of 5)		Score (out of 5)		Score (out of 5)		Score (out of 5)	
	LUMPS SUM TENDER VALUE EXCL GST		\$ 1,093,577.07		\$ 1,089,987.64		\$ 1,981,642.91					
1	Works Health & Safety and Risk Management (Schedule 5)	15%	3	9.00	3	9.00	3	9.00	0	0.00	0	0.00
2	Environmental Management Systems and Quality Systems (Schedule 6)	20%	3	12.00	3	12.00	3	12.00	0	0.00	0	0.00
4	Organisation Structure, Facilities and Resources (Schedule 9)	5%	3	3.00	3	3.00	3	3.00	0	0.00	0	0.00
5	Experience (Schedule 10)	10%	3	6.00	2	4.00	3	6.00	0	0.00	0	0.00
7	Implementation/Delivery Schedule (Schedule 12)	15%	3	9.00	2	6.00	1	3.00	0	0.00	0	0.00
10	Price (Schedules 16) Score = 2.5 + 5*(($\$M - \T)/ $\$M$)	35%	3.94	27.58	3.96	27.72	1.06	7.42	0	0.00	0	0.00
TOTAL SCORE INCLUDING PRICE		100%	66.58		61.72		40.42		0.00		0.00	
TOTAL RANK INCLUDING PRICE			1		2		3					
TOTAL SCORE EXCLUDING PRICE			45.58		40.72		19.42		0.00		0.00	
TOTAL RANK EXCLUDING PRICE			1		2		3					

ATTACHMENTS

Nil

16.3 TOURISM & ARTS BUILDING EXTERNAL PAINTING

Author: Trevor Cugley, Manager Assets
Authoriser: Kristen Clark, Director Infrastructure
File Reference: 2024.3801

Timeframe:	2024/2025			
Budget Impact:	\$33,000			
Risk Assessment:	Primary Risk Type(s):		Financial / Infrastructure	
	Inherent Risk:	Likelihood	Consequence	Rating
		Possible	Minor	Medium
	Controls:	<ul style="list-style-type: none"> Asset Management maintenance plan Review rates for future works 		
	Residual Risk:	Unlikely	Insignificant	Low

STRATEGIC REFERENCE:	
Theme	Our Lifestyle
Goal	Infrastructure
Strategy 3.2.3	Council provided assets are fit for purpose, proactively maintained and renewal recognises future demand.

RECOMMENDATION	
That Council:	
<ul style="list-style-type: none"> increase the operational budget from \$60,000 to \$93,000 to enable the entirety of works to be completed prior to 30 June 2025; and award a contract to Programmed Property Services Pty Ltd for the exterior painting of the Tourism and Arts Centre building in accordance with the documents submitted in response to Request for Quote for contract 2024/265 – Tourism & Arts Centre building exterior painting for the amount \$92,994. 	

EXECUTIVE SUMMARY
<p>The exterior of the Tourism and Arts Centre building is in need of maintenance which includes painting and crack repairs.</p> <p>It has been a number of years since any exterior painting has been applied to the building to this degree.</p> <p>We sourced the original architect of the building, Phillips/Pilkington Architects, and asked if they could provide us a specification to repair the cracks and paint the building.</p> <p>Due to the special application of this product, it was decided to go out to SA Tenders for the Request for Quote.</p> <p>This report shows the contractors submission and options to complete the project.</p>

DISCUSSION

The exterior of the Tourism and Arts Centre building is in need of some maintenance which includes painting and crack repairs.

It has been a number of years since any exterior painting has been applied to the building to this degree. When the painting was completed last time, it was only the walls, even though we knew the paint product was different to normal paint, we never had a specification to go out for Request for Quote.

We sourced the original architect of the building, Phillips/Pilkington Architects, and asked if they could provide us a specification to repair the cracks and paint the building.

The original paint work is not your normal paint, it is a Boncote Cement Paint which is now called Murobond Cement Paint. This needs to be brushed on as per the specification provided and will take longer to finish rather than applying a normal paint product.

Due to the special application of this product, it was decided to go out to SA Tenders for the Request Quote.

Four contractors submitted their quotes, and the evaluation is attached to this report.

Programmed Property Services submitted a tender to the value of \$92,994 and assessed as the preferred contractors. Council has used this company on multiple occasions in providing a painting service to Council's buildings.

Maintenance painting is classified as an operational expenditure, with a \$60,000 allocated budget for this works, however the quotes received are over budget.

Resulting from the assessment of the quotes and considering the allocated budget, the following options are provided for consideration to complete these works:

Option 1 (preferred option)

Increase the budget allocation from \$60,000 to \$93,000 which will enable the whole works to be completed prior to June 30, 2025. This will be more cost efficient and ensure the works are completed as one project and in a timely manner.

Option 2

Defer the project to the 2025/2026 year and budget for the total cost. The risk being that the quotation supplied will require review and therefore has the potential to increase (you could approach the preferred contractor and request an estimate on this). The benefit remains the works are completed at the same time, however not in a timely manner, and potentially at an increased cost.

Option 3

Split the works to fit the budget allocation of \$60,000 in this year, which will require an additional budget in 2025/2026 year for its completion. The risk is that the project will cost more due to additional costs for mobilisation and potential increase due to timing of the works (again this could be estimated). The dis-benefit of the approach is that the works will need to be performed in part over two different time periods.

It is recommended Option 1 be the preferred option, which will require an adjustment to be made in Budget Review 2. The overall financial impact on the Operating Budget is minor due to the comparative value increase, with the change to the project budget allocation equating to 55% is considered significant.

ATTACHMENTS

1. Tender Scoring Matrix
2. Tender Summary

TENDER SCORING MATRIX

ITEM	DESCRIPTION	WEIGHTING %	Programmed Property Services		Mykra Pty Ltd		Basetec Infrastructure & Utilities		Access Without Barriers		Company 5	
	Evaluation Criteria Note: () * Denotes Rating		Score (out of 5)		Score (out of 5)		Score (out of 5)		Score (out of 5)		Score (out of 5)	
	LUMPS SUM TENDER VALUE EXCL GST		\$ 92,994.00		\$ 148,279.00		\$ 230,095.54		\$ 138,412.00			
1	Works Health & Safety and Risk Management (Schedule 4)	15%	4	12.00	4	12.00	4	12.00	4	12.00	0	0.00
2	Environmental Management Systems and Quality Systems (Schedule 5)	10%	4	8.00	4	8.00	4	8.00	4	8.00	0	0.00
3	Local Economic Benefit & Social Inclusion (Schedule 7)	0%	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
4	Organisation Structure, Facilities and Resources (Schedule 7)	0%	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
5	Experience (Schedule 8)	15%	3	9.00	3	9.00	3	9.00	3	9.00	0	0.00
6	Customer Service Plan (Customer Service Plan) schedule 9	0%	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
7	Implementation/Delivery Schedule (Schedule 10)	10%	3	6.00	3	6.00	3	6.00	3	6.00	0	0.00
8	Value Added Services and Improvement & Innovation (Schedule 11)	5%	2	2.00	2	2.00	3	3.00	3	3.00	0	0.00
9	Warranty (Schedule 12)	5%	3	3.00	3	3.00	3	3.00	3	3.00	0	0.00
10	Price (Schedules 13) Score = 2.5 + 5*((\$M-\$T)/\$M)	40%	3	24.00	2	16.00	1	8.00	2	16.00	0	0.00
TOTAL SCORE INCLUDING PRICE		100%	64.00		56.00		49.00		57.00		0.00	
TOTAL RANK INCLUDING PRICE												
TOTAL SCORE EXCLUDING PRICE			24.00		16.00		8.00		16.00		0.00	
TOTAL RANK EXCLUDING PRICE												

Rating Scale:

5 = Outstanding offer, greatly exceeds criterion

4 = Very good offer, exceeds criterion

3 = Good offer, no deficiencies, meets criterion

2 = Fair offer, few deficiencies, almost meets criterion

1 = Marginal offer, some deficiencies, partly meets criterion

0 = Inadequate offer, many deficiencies, does not meet criterion

TENDER SUMMARY

Criteria	Weighting	Programmed Property Services	Mykra Pty Ltd	Basetec Infrastructure & Utilities	Access Without Barriers	Company 5
Works Health & Safety and Risk Management.	15%	WHS policy provided with RFQ. ISO accredited 45001. Template provided for SWMS and SOP.	WHS ISO 45001 accredited. Return to work certificate provided	WHS ISO 45001 accredited. Sample SWMS provided and copy of WHS policy	WHS ISO 45001 accredited. SWMS and policy provided	
Environmental Management Systems and Quality Systems	10%	ISO accredited for Environmental & Quality	ISO accredited for Environmental & Quality	ISO accredited for Environmental & Quality	ISO accredited for Environmental & Quality	
Experience.	15%	PPS has been operational for 75 years and are capable of completing the works	Mykra have been operational since 2003. They were formally known as COX. Constructors which have provided building services for over 50 years	Basetec have been around for 18 years but mostly engaged in the energy sectors such as BHP. They now are covering commercial and Council work.	Access without Barriers have been operating for 11 years with projects through the Department of Defence and childcare centres.	
Implementation/Delivery Schedule	10%	Can complete works with the time frame.	Can complete works with the time frame.	Can complete works with the time frame.	Can complete works with the time frame.	
Value Added Services and Improvement & Innovation	5%	Locally purchased material where possible and all empty tubs will be returned back to Adelaide for recycling.	Mykra have added value added services but outside of the scope of these works other than the cost savings, which are still outside the lowest quote.	Basetec will remove any debris from gutters and remove blockages while pressure washing. They will identify the source of leakage of the Western side. Basetec will provide an in-house inspector to conduct thorough inspections and testings to ensure the coating is applied correctly.	Pressure wash the colorbond soffit cladding and awnings. Also the copper gutters, supports and downpipes. Gutter clean to main building.	
Warranty	5%	Provide 12 months warranty	Warranty as per manufactures warranty	Provide 12 months warranty	Provide 12 months warranty	
Price	40%	PPS quote is over budget but is the lowest quote. Inclusions: all as per the architects specification. Exclusions: roof cladding, Entrance ramp handrail sculpture supports, gutters, mesh windows, awnings, copper wall panels, painted benches, unpainted canopy, rubbish bins, air-conditioner cages, tanks, line marking and any other items not listed in the scope.	Quote is well above PPS and have included all parts of the scope. Some costs savings can be sort if they can roll the product and not brush. Exclusions: No internal works, Major render repair works, Painting to roller doors, copper gutters/downpipes, roofing steel mesh, handrails. No allowance for paint stripping or coating removal. Removal of contaminated materials, asbestos. Costs associated with changes to spec, hidden services relocation, damage or changes.	Price is well over the PPS submission. Inclusions - Price is subjected to site measurement to ensure the allowance areas are corrected. Inclusions: Concrete spall repair, crack repair and paint strip as per specification, Single stage mobilisation & Demobilisation, Waste disposal, transportation of plant and equipment, Pressure washing, Temp fencing for working area, Site amenities and masking of windows & doors. Exclusions: Access to scaffold, any delays, Service locations, Third party inspections, Hazardous Waste disposal, Liquidation Damages, Trimming of vegetation, Roof painting.	Price was above PPS submission. Price is indicative only and will have to be firmed up if successful. Issue with procuring Contractors and supplied items to complete works in the given timeframe with the tender documents. The contractor had 27 days to complete the RFQ	
General Comments	100%					

16.4 2024/25 ROAD RESHEETING PROGRAM RUBBLE VARIATION

Author: Peter Lock, Manager Operations
Authoriser: Kristen Clark, Director Infrastructure
File Reference: 2024.3744

Timeframe:	2024/25 Financial Year			
Budget Impact:	Within Budget			
Risk Assessment:	Primary Risk Type(s):		Service Delivery	
	Inherent Risk:	Likelihood	Consequence	Rating
		Likely	Moderate	High
	Controls:	<ul style="list-style-type: none"> Vary contract with quarry for the supply of rubble for road re-sheeting program 		
	Residual Risk:	Unlikely	Moderate	Medium

STRATEGIC REFERENCE:	
Theme	Our Lifestyle
Goal	Infrastructure
Strategy 3.2.3	Council provided assets are fit for purpose, proactively maintained and renewal recognises future demand.

RECOMMENDATION	
That Council:	
<ul style="list-style-type: none"> approve a variation with CL Asset Management Pty Ltd for the Supply of Road Re-Sheeting Rubble Material for a rate up to \$12.75 per tonne plus GST; and note that the estimated value for 35,000 tonnes is approximately \$113,375 plus GST and remains within budget. 	

EXECUTIVE SUMMARY
This report outlines the requirement to vary the existing contract with CL Asset Management Pty Ltd in order to make a modification to existing stockpiled rubble.

DISCUSSION

Council has a contract with CL Asset Management Pty Ltd for the supply of road rubble for the Council re-sheeting program in 2023/24, which had carried over to the 2024/25 financial year due to some concerns being raised around the amount of stone content and the higher clay within the material that had been delivered on the last lot of road segments. The delivery of any further material was halted due to the inconsistencies being raised to allow for some further changes to be investigated.

During this period, the area was receiving a relatively wet period in an otherwise dry season that had started showing the effects of high clay content with the slickness and muddy surfaces occurring on these roads of concern, and several complaints from the public were being received on these segments. However, it was also noted that a newly constructed road surface can be slick for a period of time.

Upon these observations and complaints, Council sought further advice from Tonkin Consulting around the issues of these slick roads and the material in stock where it was explained that this is potentially an outcome of finding out the effect of the upper limit for the material type from this source location. Therefore, CL Asset Management Pty Ltd was contacted around how additional stone content could be integrated into the existing stock through blending or crushing. A trial was undertaken by crushing additional stone that was previously sieved from the source material in the thought that this would increase the stone content and reduce the amount of clay fines with silty sands. Once this trial was completed it appeared that this approach was only slightly successful where the crushing and did not alter the results as much as intended. It's important to note that CL Asset Management Pty Ltd had also discarded several stockpiles due to early tests indicating that the material was well beyond the specification parameters.

CL Asset Management Pty Ltd has since had some additional testing for blending the existing stockpile with a control stock of pm2 40 rubble, which is typically a stonier and siltier material. From undertaking this trial, it was evident that the desired stone grade could be better met and had indicated the most consistent results yet with a lot more control. However, due to adding more stone and silt to the mix, the range for linear shrinkage needed to be adjusted so that such blend could be comfortably met. Tonkin Consulting has provided Council with a new lower range that they believe should be suitably based on the history of the material and the test results. In addition to varying the range for linear shrinkage, the material is going to be partially wet at the quarry site which will help with the reduction of onsite water, reduces the risk of particle separation as the water promotes a more even distribution of particles throughout the stockpile, dust suppression and assist with absorption capability.

TIMING AND BUDGET

For Council's 2024/25 Re-Sheeting Program, approximately 35,000 tonnes of road rubble is required within the zone that CL Asset Management Pty Ltd services in order to complete the current program for this financial year. The rate to vary the existing stockpile with additional stone, less clay and the addition of water, will cost Council an additional \$3.25 per tonne for a 50/50 blend and approximately \$3 per tonne for a 2/3rd blend.

In total, the higher blending rate will bring the overall supply rate for road rubble to \$12.75 per tonne plus GST which has increased from \$9.5 per tonne plus GST.

In addition, Council has recently tendered the supply of road rubble and received rates from \$14.5 per tonne plus GST, to \$12.00 per tonne plus GST. Therefore, the adjusted rate from CL Asset Management Pty Ltd is still very competitive.

Table of other rates:

Supplier	Rate
Flinders Earthmoving and Blue Metal supplies Pty Ltd – Material Type 1	\$14.50 per tonne 5,000 tonne
Flinders Earthmoving and Blue Metal supplies Pty Ltd – Material Type 2	\$12.00 per tonne 5,000 to 7,000 tonne
SC Heinrich Pty Ltd	\$14.00 per tonne 25,000 tonne

It is important to note that although there is a cost increase for the supply of rubble from CL Asset Management Pty Ltd, this cost has already been allowed for within the overall budget for the re-sheeting program. At the time of setting the 2024/25 program, it was estimated that a higher rate would be required to complete these road segments, where the rate provided by CL Asset Management Pty Ltd is slightly less than then the estimation was at the time.

This directly means that the variation does not negatively impact the forecasted cost to complete the 2024/25 program and with the availability of the material allows for the program to be completed before the end of the financial year subject to conformance to specification.

PREVIOUS REPORTS

Confidential Agenda - Special Meeting of Council on the 13 November 2024 – Report Item 4.1 RFT for contract 2024/154 Supply of Road Resheeting Rubble Material

Asset Management Committee 12 August 2024 – Report Item 5.7 2024/25 Road Resheeting Program

ATTACHMENTS

Nil

MINUTES OF ITEMS THAT WERE CONSIDERED UNDER CONFIDENTIALITY PURSUANT TO SECTION 90(2) OF THE LOCAL GOVERNMENT ACT 1999 FOR THE ORDINARY COUNCIL MEETING HELD ON WEDNESDAY 22 JANUARY 2025.

16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

16.1 STORMWATER INFRASTRUCTURE CONTRIBUTION - PERRY'S FUEL DISTRIBUTORS

RESOLUTION COM 001/25

MOVED: Cr K Jackson

SECONDED: Cr G Petagna

That Council agree to assist Perry's Fuel Distributors and resolve this matter by funding up to 50% of the total cost, that is currently estimated to be in the order of \$10,000, for the removal and reinstatement of the failed stormwater infrastructure located at the Southern entry/exit crossover to the Perry's Tin-Man Roadhouse on Augusta Highway, noting that all future maintenance or repairs to any of the stormwater crossover infrastructure, or any other infrastructure, is entirely the responsibility of the current owners of this property and that a letter be sent to Perry's Fuel Distributors clearly setting out and explaining that it is their responsibility for any such infrastructure used for the sole purpose of the business.

CARRIED

16.2 2024/150 - THE TERRACE WSUD CIVIL AND LANDSCAPE WORKS

RESOLUTION COM 002/25

MOVED: Cr J Keain

SECONDED: Cr A Zubrinich

That Council:

- award a contract to Civil Tech Pty Ltd for the civil and landscaping work in accordance with the documents submitted in response to Request for Tender Contract 2024/150 – The Terrace WSUD Civil and Landscaping Works up to the amount of \$1,093,577 (excluding GST); and
- delegate authority to the Chief Executive Officer to approve the variations under the contingency allowance up to the value of \$100,000.

CARRIED

16.3 TOURISM & ARTS BUILDING EXTERNAL PAINTING

RESOLUTION COM 003/25

MOVED: Cr K Jackson

SECONDED: Cr J Joyce

That Council defer the project to the 2025/26 financial year and budget for the total cost.

CARRIED

16.4 2024/25 ROAD RESHEETING PROGRAM RUBBLE VARIATION

RESOLUTION COM 004/25

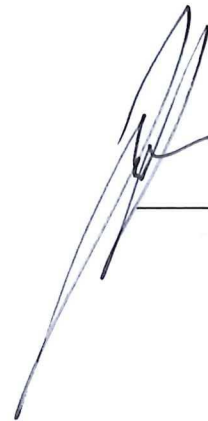
MOVED: Cr A Gulin

SECONDED: Cr J Keain

That Council:

- approve a variation with CL Asset Management Pty Ltd for the Supply of Road Re-Sheeting Rubble Material for a rate up to \$12.75 per tonne plus GST; and
- note that the estimated value for 35,000 tonnes is approximately \$113,375 plus GST and remains within budget.

CARRIED



MAYOR

MEMBERS OF CEO PERFORMANCE REVIEW COMMITTEE
Mayor L Stephens, Deputy Mayor Cr A Zubrinich (Chairperson)
Crs K Jackson and L Peters



Council Officers

Peter Ackland, Chief Executive Officer
Kate Carmody, Executive Assistant (Minutes)

Notice is hereby given that a **CEO Performance Review Committee Meeting** will be held on **Wednesday, 26 February 2025 at 5.00pm** in the Mayor's Office, Port Pirie Regional Council Administration Office, 115 Ellen Street, Port Pirie.

Peter Ackland
CHIEF EXECUTIVE OFFICER
21 February 2025

A G E N D A

ACKNOWLEDGEMENT

We acknowledge and respect the traditional custodians whose ancestral lands we are meeting upon here today.

We pay tribute to those who have served and continue to serve this great country, we pay tribute to our first responders and recognise the multicultural community that makes this region so unique.

1.0 ATTENDANCE:

- 1.1 Present
- 1.2 Apologies
- 1.3 Leave of Absence
- 1.4 Non-Attendance

2.0 CONFIRMATION OF MINUTES:

- 2.1 CEO Performance Review Committee Special Meeting 18 September 2024

MOVED

SECONDED

That the Minutes of the CEO Performance Review Committee Special meeting held on 18 September 2024 be received and confirmed.

3.0 MATTERS ARISING FROM MINUTES:

4.0 DECLARATIONS OF INTERESTS:

5.0 REPORTS / ITEMS FOR DISCUSSION:

- 5.1 Appointment of Chairperson
- 5.2 Preparation for the Chief Executive Officer's 2024/25 Performance Review Process

6.0 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY:

- 6.1 Chief Executive Officer's 2024/25 KPI Update Pursuant to Section 90(3)(a)

MOVED

SECONDED



Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of P Ackland, Chief Executive Officer and K Carmody, Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Chief Executive Officer's 2024/25 KPI Update to enable the Committee to consider Item 5.1 in confidence on the basis the Committee considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information relating to Item 5.1:

- information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable

being information relating to the Chief Executive Officer, which is sensitive as details of his performance will be discussed.

Accordingly, on this basis, the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

Section 91(7) Order

MOVED

SECONDED

Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the agenda reports, attachments, discussion and minutes relating to Agenda Item 5.1 Chief Executive Officer's 2024/25 KPI Update shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Sections 90(2) and (3)(a) of the Act on the grounds that the documents relate to information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable, being information relating to the Chief Executive Officer which is sensitive as details of his performance will be discussed.

This order shall operate for a period of six (6) months or until the process has been finalised.

Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.

7.0 NEXT MEETING:

8.0 CLOSURE:



Our Organisation – Our Values

Every Port Pirie Regional Council employee carries the responsibility of working towards achieving a continuing, measurable improvement in our workplace culture.

This will be achieved through upholding Port Pirie Regional Council values by:

Doing the Right Thing

Accountability

Council acts on behalf of the communities of Port Pirie Regional Council and accepts accountability for its decisions and actions.

Honesty, Integrity and Transparency

Council will strive to be valued and trusted by the community through its actions and open and honest communication.

Ethical Behaviour and Good Governance

Council values ethical conduct and employs principles of good governance

Deliver Services that Meet the Needs of our Community

Service Delivery Excellence

Council will ensure that its services meet quality, cost and efficiency standards; are accessible and are responsive to the needs of the community.

Together we Achieve More

Team Work and Professionalism

Council values a cohesive team approach with the administration and elected members working together to lead the region forward with appropriate skills, knowledge and experience.

Inclusivity

Council acts on behalf of all residents and ratepayers. We value the community and will treat all people with dignity, respect and equity.

MINUTES OF THE CEO PERFORMANCE REVIEW COMMITTEE SPECIAL MEETING HELD ON WEDNESDAY 18 SEPTEMBER 2024 AT 5.59PM IN THE MAYOR'S OFFICE, PORT PIRIE REGIONAL COUNCIL ADMINISTRATION CENTRE, 115 ELLEN STREET, PORT PIRIE.



ACKNOWLEDGEMENT

We acknowledge and respect the traditional custodians whose ancestral lands we are meeting upon here today.

We pay tribute to those who have served and continue to serve this great country, we pay tribute to our first responders and recognise the multicultural community that makes this region so unique.

1.0 ATTENDANCE:

1.1 Present

His Worship the Mayor L Stephens, Cr A Zubrinich (Chairperson), Deputy Mayor Cr K Jackson and Cr L Peters

Peter Ackland, Chief Executive Officer
Kate Carmody, Executive Assistant (Minutes)

1.2 Apologies

Nil

1.3 Leave of Absence

Nil

1.4 Non-Attendance

Nil

2.0 CONFIRMATION OF MINUTES:

4.1 CEO Performance Review Committee Special Meeting 11 September 2024

CE27/24 **MOVED Mayor Stephens SECONDED Cr Peters**
That the Minutes of the CEO Performance Review Committee Special meeting held on 11 September 2024 be received and confirmed.

CARRIED

CEO P Ackland joined the meeting at 6.04pm.

3.0 MATTERS ARISING FROM MINUTES:

Matters arising from the minutes are attended to at item 5.0.

4.0 DECLARATION OF INTERESTS: Nil

5.0 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY:

5.1 Chief Executive Officer's Remuneration and Proposed Draft KPIs for 2024/25

Pursuant to Section 90(3)(a)

CE28/24 **MOVED Cr Jackson SECONDED Mayor Stephens**
Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of P Ackland, Chief Executive Officer and K Carmody, Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Chief Executive Officer's Remuneration and Proposed Draft KPIs for 2024/25 to enable the

Committee to consider Item 5.1 in confidence on the basis the Committee considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information relating to Item 5.1:

- information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable

being information relating to the Chief Executive Officer, which is sensitive as details of his performance will be discussed.

Accordingly, on this basis, the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

CARRIED

CE29/24 **MOVED Cr Peters** **SECONDED Mayor Stephens**
Following negotiations with the Chief Executive Officer the Committee and Chief Executive Officer agreed to recommend to Council an increase to the Chief Executive Officer's base salary of 4%, noting that this is less than CPI, backdated to his anniversary date of 16 April 2024.

CARRIED

CE30/24 **MOVED Cr Peters** **SECONDED Cr Jackson**
That the CEO Performance Review Committee recommend to Council that the following amended draft KPIs for the Chief Executive Officer for 2024/25 be adopted:

1. Community Engagement

KPI – Improve communication with the Community / Development Associations.

Measure – The CEO or a Director attend the Community / Development Associations' meetings at least bi-monthly.

2. Organisational Culture

KPI – Draft a potential Scope of Works for a Health Check survey with assistance from an outside organisation.

Measure – Draft Scope of Works to be presented to Council by 30 March 2025.

3. Capital and Strategic Projects

KPI – Ensure the completion of the road resheeting and resealing program as approved at the first 2024-25 financial year meeting of the Asset Management Committee.

KPI – Deliver a Court Sports Precinct Master Plan concept including a high-level cost estimate.

Measure – Concept design and high-level costings to be presented to Council no later than 30 June 2025.

KPI – Finalise the Bowman Park, Lawrie Park, and Nelshaby Reservoir Masterplans.

4. **Operations**

KPI – Develop an events strategy to enhance Council's existing events and options for new events.

Measure – Draft strategy to be presented to Council no later than 31 March 2025.

5. **Economic**

KPI – Finalise the Direct Negotiation Framework for the two Port Pirie Riverfront Precinct EOI proposals.

Measure – To be finalised according to the timeframes in the proposals.

KPI – Explore options for the potential creation of additional open space adjacent the Port Pirie Riverfront Precinct.

Measure – Report to be presented to Council no later than 31 December 2024.

CARRIED

Section 91(7) Order

CE31/24

MOVED Cr Peters

SECONDED Mayor Stephens

Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the agenda reports, attachments, discussion and minutes relating to Agenda Item 5.1 Chief Executive Officer's Remuneration and Proposed Draft KPIs for 2024/25 shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Sections 90(2) and (3)(a) of the Act on the grounds that the documents relate to information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable, being information relating to the Chief Executive Officer which is sensitive as details of his performance will be discussed.

This order shall operate for a period of six (6) months or until the matter has been finalised.

Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.

CARRIED

6.0 NEXT MEETING: 9 October 2024 at 5.00pm

7.0 CLOSURE: 6.56pm

CHAIR

5.1 APPOINTMENT OF CHAIRPERSON**Author:** Kate Carmody, Executive Assistant

Timeframe:	Immediate			
Budget Impact:	Nil unbudgeted impact.			
Risk Assessment:	Primary Risk Type(s):		Legal / Regulatory / Policy	
	Inherent Risk:	Likelihood	Consequence	Rating
		Unlikely	Minor	Low
	Controls:	<ul style="list-style-type: none"> Consider appointment to the position of Chairperson consistent with the Local Government Act, past legal advice and applicable policy of Council. 		
	Residual Risk:	Rare	Insignificant	Low

STRATEGIC REFERENCE:

Theme Goal Strategy	Our Leadership Organisational Excellence One Council focused on consistent quality of service underpinned by transparent and accountable decision making.
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RECOMMENDATION

1. That the term of office for the position of Chairperson be for:

Option A

- from 6 March 2025 for the remainder of the term of this Council.

Or**Option B**

- For a period of _____ (months/years) expiring at midnight on (date).

2. That the selection process for Chairperson of the CEO Performance Review Committee be as per the Selection of Deputy Mayor, Chairperson or Deputy Chairperson Policy as adopted by Council at its Ordinary meeting held on 22 February 2023.

EXECUTIVE SUMMARY

The Council at its December 2022 Ordinary Meeting adopted the Terms of Reference for the CEO Performance Review Committee as currently shown on the Council website, with the exception of appointment of the Presiding Member and delegated authority to the Committee to appoint its Presiding Member from within its Members.

Subsequent to this, the Council at its Ordinary Meeting held on 22 February 2023 adopted a Selection of Deputy Mayor, Chairperson or Deputy Chairperson Policy to ensure the process used is consistent.

The appointment of Cr Zubrinich as the Chairperson of the CEO Performance Review Committee occurred at the Committee meeting held on 6 March 2023. At the same meeting the Committee also determined that the appointment be for a period of two (2) years ending on 5 March 2025.

This report provides opportunity to reconsider appointment to the position of Chairperson.

CONSULTATION UNDERTAKEN

Policy of Council

DISCUSSION

At its December 2022 Ordinary Meeting Council resolved that the CEO Performance Review Committee be delegated authority to appoint its Presiding Member from within its Members.

Subsequent to this, the Council at its Ordinary Meeting held on 22 February 2023 adopted a Selection of Deputy Mayor, Chairperson or Deputy Chairperson Policy to ensure the process used is consistent. This Policy applies to selecting the positions of Deputy Mayor, Committee Chairs and Deputy Committee Chairs (where applicable).

The appointment of Cr Zubrinich as the Chairperson of the CEO Performance Review Committee occurred at the Committee meeting held on 6 March 2023. At the same meeting the Committee also determined that the appointment be for a period of two (2) years ending on 5 March 2025.

Appointment process

The process to be used by the Committee will be consistent with the Selection of Deputy Mayor, Chairperson or Deputy Chairperson Policy.

1. The term of office for the position of Chairperson for the Committee will be _____ (months/years).
2. The method of choosing the Chairperson will be by an election process.
3. The method of election will be by secret ballot.
4. The method of voting will be "first past the post".
5. The Chief Executive Officer will be appointed Returning Officer for the election.
6. Nominations will be invited by the Chief Executive Officer from amongst the members, nominations do not have to be in writing, nor do they have to be seconded. Nomination will be achieved simply by indicating "I nominate _____ as Chair of the _____ Committee".
A member may nominate themselves for a position.
7. The Chief Executive Officer will then enquire as to whether the person nominated is prepared to accept the nomination.
8. If a member is absent from the meeting this would not preclude them from being nominated. They would need to have advised the Chief Executive Officer/Director prior to the meeting as to whether they are prepared to accept the nomination.
9. If at any stage during the process, there is an equal number of votes the Returning Officer will decide the issue by the drawing of lots. The name of the candidate drawn will be the one excluded from the ballot.

10. On completion of the election, the Returning Officer is authorised to declare the successful candidate elected to the position of Chairperson.
11. On the declaration of the Returning Officer the candidate is appointed to the position Chairperson for the term of office determined by the resolution.

ATTACHMENTS

Nil

ADOPTED 2024/25 KPIs - CHIEF EXECUTIVE OFFICER

1. COMMUNITY ENGAGEMENT			
	Activity	Measure	Status
1.1	Improve communication with the Community / Development Associations.	The CEO or a Director attend the Community / Development Associations' meetings at least quarterly.	14 October Crystal Brook Community Association 4 November Koolunga Development Association 10 December Redhill Development Association 10 February 25 Pirie Districts Development Association (S Rufus) Contact is being made with all the Development Associations to seek invitations to their upcoming meetings to introduce the new Director Infrastructure
2. ORGANISATIONAL CULTURE			
	Activity	Measure	Status
2.1	Draft a potential Scope of Works for a Health Check survey with assistance from an outside organisation.	Draft Scope of Works to be presented to Council by 30 March 2025.	Discussion held with HR consultant that assisted Council in a number of HR matters towards the end of 2024 regarding their views on areas requiring focus Since the commencement of the new Director Infrastructure, he has been having one on one meetings with all of his Departments employees – meeting have to date been between 1 – 2 hours each. At this time he is about half way through the required meetings and he is gleaning a range of information / potential areas of focus. It is proposed to review this information past the interview process and use it as a basis for the preparation of a brief for the health check. In this way it is considered that the brief will be well informed and targeted.
3. CAPITAL AND STRATEGIC PROJECTS			
	Activity	Measure	Status
3.1	Ensure the completion of the road resheeting and resealing program as approved at the first 2024-25 financial year meeting of the Asset Management Committee.		Tenders for the required sealing have been let and works programmed to be completed well prior to the end of the financial year. Director Infrastructure has reviewed the unsealed road program and has advised that it is progressing well. An assessment on impact to budget capacity of Councils resolution from its January 2025 meeting to include Milcowie Road is currently being made and a report will be presented to Council regarding what other road(s) may need to be deferred to create the required budget capacity to include Milcowie in the current year. Irrespective of what actual roads are completed, the

ADOPTED 2024/25 KPIs - CHIEF EXECUTIVE OFFICER

			Director Infrastructure advises that the combined road length that was contained in the Budget from the relevant Asset Management Meeting will be able to be completed prior to the end of the financial year.
3.2	Deliver a Court Sports Precinct Master Plan concept including a high-level cost estimate.	Concept design and high-level costings to be presented to Council no later than 30 June 2025.	Draft concept plans and costings presented to the Strategic Workshop in February and is to be considered at Councils Ordinary Meeting in February with a recommendation on how to proceed.
3.3	Finalise the Bowman Park, Lawrie Park, and Nelshaby Reservoir Masterplans.		Nelshaby Reservoir / Lawrie Park draft Masterplan ready to be presented to Council. Bowman Park draft Masterplan received and have asked for amendment for presentation consistency with the Nelshaby plan – instructed new Director Infrastructure to follow up with the consultant
4.	OPERATIONS		
	Activity	Measure	Status
4.1	Develop an events strategy to enhance Council's existing events and options for new events.	Draft strategy to be presented to Council no later than 31 March 2025.	Draft received from Community Development Officer. Revisions / additions requested To be discussed with the applicable Portfolio Members, then to be presented to the March Strategic Workshop and subject to degree of feedback, planned to be tabled for consideration by Council at its March Ordinary Meeting.
5.	ECONOMIC		
	Activity	Measure	Status
5.1	Finalise the Direct Negotiation Framework for the two Port Pirie Riverfront Precinct EOI proposals.	To be finalised according to the timeframes in the proposals.	Refer confidential reports to Councils December 2024 and February 2025 Ordinary Meetings Subject to Councils decision, DNFA signed with preferred proponent for Development Option 2, and recommendation to pause negotiations with the initially preferred proponent for Development Option 1 and enter negotiations / DNFA with the alternate EOI submitted.
5.2	Explore options for the potential creation of additional open space adjacent the Port Pirie Riverfront Precinct.	Report to be presented to Council no later than 31 December 2024.	Refer Confidential report (agenda item 16.3) Councils December Ordinary Meeting

MINUTES OF THE CEO PERFORMANCE REVIEW COMMITTEE SPECIAL MEETING HELD ON WEDNESDAY 26 FEBRUARY 2025 AT 5.02PM IN THE COUNCIL CHAMBER, PORT PIRIE REGIONAL COUNCIL ADMINISTRATION OFFICE, 115 ELLEN STREET, PORT PIRIE.



ACKNOWLEDGEMENT

We acknowledge and respect the traditional custodians whose ancestral lands we are meeting upon here today.

We pay tribute to those who have served and continue to serve this great country, we pay tribute to our first responders and recognise the multicultural community that makes this region so unique.

1.0 ATTENDANCE:

1.1 Present

His Worship the Mayor L Stephens, Deputy Mayor Cr A Zubrinich (Chairperson) and Cr L Peters

Peter Ackland, Chief Executive Officer
Kate Carmody, Executive Assistant (Minutes)

1.2 Apologies

Cr K Jackson

1.3 Leave of Absence

Nil

1.4 Non-Attendance

Nil

2.0 CONFIRMATION OF MINUTES:

4.1 CEO Performance Review Committee Special Meeting 18 September 2024

CE1/25 **MOVED Mayor Stephens SECONDED Cr Peters**
That the Minutes of the CEO Performance Review Committee Special meeting held on 18 September 2024 be received and confirmed.

CARRIED

3.0 MATTERS ARISING FROM MINUTES: Nil

4.0 DECLARATION OF INTERESTS: Nil

5.0 REPORTS / ITEMS FOR DISCUSSION:

5.1 Appointment of Chairperson

CE2/25 **MOVED Cr Peters SECONDED Mayor Stephens**
That the term of office for the position of Chairperson be from 6 March 2025 for the remainder of the term of this Council.

That the selection process for Chairperson of the CEO Performance Review Committee be as per the Selection of Deputy Mayor, Chairperson or Deputy Chairperson Policy as adopted by Council at its Ordinary meeting held on 22 February 2023.

CARRIED

CE3/25 **MOVED Mayor Stephens SECONDED Cr Peters**
That in the absence of the Chief Executive Officer, the Executive Assistant be appointed Returning Officer.

CARRIED

The Executive Assistant called for nominations for the position of Chairperson.

Cr Zubrinich nominated Cr Peters.

Cr Peters accepted the nomination.

No other nominations were received.

The Executive Assistant declared Cr Peters Chairperson of the CEO Performance Review Committee.

Cr Peters will take the Chair at the next Committee meeting.

5.2 Preparation for the Chief Executive Officer's 2024/25 Performance Review Process

CE4/25 **MOVED Mayor Stephens SECONDED Cr Peters**
That the Executive Assistant liaise with Deirdre Albrighton of Albrighton Consulting to commence the process for undertaking the Chief Executive Officer's 2024/25 performance review process with the survey being issued no later than 10 March 2025 and the process being completed in time to take the report to the April Ordinary Council meeting.

That Albrighton Consulting ensure that surveys are completed by all Elected Members and direct reports in a timely manner with follow up reminders undertaken via phone calls as well as emails.

CARRIED

6.0 **ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY:**

6.1 Chief Executive Officer's 2024/25 KPI Update

Pursuant to Section 90(3)(a)

CE5/25 **MOVED Cr Peters SECONDED Mayor Stephens**
Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of P Ackland, Chief Executive Officer and K Carmody, Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 6.1 Chief Executive Officer's 2024/25 KPI Update to enable the Committee to consider Item 6.1 in confidence on the basis the Committee considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information relating to Item 6.1:

- **information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable**

being information relating to the Chief Executive Officer, which is sensitive as details of his performance will be discussed.

Accordingly, on this basis, the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

CARRIED

CE6/25 **MOVED Cr Peters** **SECONDED Mayor Stephens**
That the Chief Executive Officer's 2024/25 KPI Update report be noted and provided to the March 2025 Council meeting with the minutes.

CARRIED

CEO P Ackland joined the meeting at 5.19pm and left at 5.44pm.

CE7/25 **MOVED Cr Peters** **SECONDED Mayor Stephens**
That the Committee is satisfied with the current status of the progress of the Chief Executive Officer's KPIs and it is noted that the following have been completed –

1. **Community Engagement**
KPI – Improve communication with the Community / Development Associations.
Measure – The CEO or a Director attend the Community / Development Associations' meetings at least bi-monthly.
2. **Capital and Strategic Projects**
KPI – Deliver a Court Sports Precinct Master Plan concept including a high-level cost estimate.
Measure – Concept design and high-level costings to be presented to Council no later than 30 June 2025.
3. **Economic**
KPI – Finalise the Direct Negotiation Framework for the two Port Pirie Riverfront Precinct EOI proposals.
Measure – To be finalised according to the timeframes in the proposals.
KPI – Explore options for the potential creation of additional open space adjacent the Port Pirie Riverfront Precinct.
Measure – Report to be presented to Council no later than 31 December 2024.

CARRIED

CE8/24 Section 91(7) Order
MOVED Cr Peters **SECONDED Mayor Stephens**
Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the agenda reports, attachments, discussion and minutes relating to Agenda Item 6.1 Chief Executive Officer's 2024/25 KPI Update shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Sections 90(2) and (3)(a) of the Act on the grounds that the documents relate to information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable, being information relating to the Chief Executive Officer which is sensitive as details of his performance will be discussed.

This order shall operate for a period of six (6) months or until the matter has been finalised.

Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.

CARRIED

6.0 NEXT MEETING: 9 April 2025 at 5.00pm

7.0 CLOSURE: 5.49pm

CHAIR

CONFIDENTIAL

ORDINARY MEETING OF COUNCIL 26 February 2025



Members of Council

His Worship the Mayor L Stephens
Councillors:
Deputy Mayor Cr A Zubrinich
Cr J Connor, Cr A Gulin, Cr M Hopgood,
Cr K Jackson, Cr J Joyce, Cr J Keain,
Cr G Petagna, Cr L Peters

Confidential Agenda

The business to be considered at the above-mentioned meeting
is set out in the attached Agenda.

A handwritten signature in black ink, appearing to read "Peter Ackland".

Peter Ackland
Chief Executive Officer
21 February 2025

AGENDA

16	Items for Consideration as to Confidentiality	3
16.1	Notice of Claim - Update	3
16.2	SusTech Update	8
16.3	Update on Negotiations - Development Option 1 Port Pirie Riverfront.....	15
16.4	RFT for Contract 157 - Plant Equipment - Ute Replacement	20

16.4 RFT FOR CONTRACT 157 - PLANT EQUIPMENT - UTE REPLACEMENT**Author:** Alan Bennett, Project Manager**Authoriser:** Maz Khosravi, Director Infrastructure**File Reference:** 2024.2012

Timeframe:	2024/25 Financial Year			
Budget Impact:	\$205,470.17 (including GST)			
Risk Assessment:	Primary Risk Type(s):		Service Delivery	
	Inherent Risk:	Likelihood	Consequence	Rating
		Possible	Moderate	Medium
	Controls:	<ul style="list-style-type: none"> Replace Vehicles as per recommendation Detailed specification fit for purpose assets. Ensure supplier is qualified and trusted 		
	Residual Risk:	Unlikely	Moderate	Low

STRATEGIC REFERENCE:	
Theme	Our Lifestyle
Goal	Infrastructure
Strategy 3.2.3	Council provided assets are fit for purpose, proactively maintained and renewal recognises future demand.

RECOMMENDATION
That Council award a contract to Spencer Motors Pty Ltd for the delivery of five (5) selected utility vehicles in accordance with the documents submitted in response to Request for Tender for Contract 2024/157 – Plant Equipment – Ute Replacement for the amount of \$205,470.17 (including GST).

EXECUTIVE SUMMARY
Council has allocated \$280,159 (ex GST) in its 2024/25 Capital Works Budget for utility replacement.
Five (5) utility vehicles were put out for tender to dealerships to supply. Following the closer of the tender only one dealership supplied a submission.

DISCUSSION

Council has allocated \$280,159 (ex GST) in its 2024/25 Capital Works Budget for utility replacement.

Council required a dealership for the replacement of five (5) selected utility vehicles as they have reached either old age or high kilometres. Tenderers are invited to provide a submission for all, or any, of the five (5) specified vehicles:

- Two (2) 4x4 Dual Cab

- One (1) 4x4 'King/Super/Club/Extra' Cab
- Two (2) 4x4 Single Cab

Costing to replace five utility vehicles came back at \$205,470.17 (including GST).

PROPOSED SUPPLY

Replacement of five (5) utility vehicles of existing plant due for replacement as part of the 10-year replacement program.

Vehicles to be replaced are as follows

- P1356 - Triton
- P1359 - Ranger
- P1361 - Nissan
- P1351 - Rodeo
- P1367 - Nissan

TERM OF CONTRACT

The term of contract is for a once off purchase.

TENDER ASSESSMENT

Request for Tender documentation was sent to three dealerships known as specialists in selling vehicles.

At the closing time of tenders, 2:00pm Thursday 19 December 2024, one tender submission was received:

Tenderer	Total Tendered Price \$ (including GST)
Spencer Motors Pty Ltd	\$ 205,470.17

Tenderers were invited on a Lump Sum basis per vehicle.

QUALITATIVE ASSESSMENT

Tenders received have been assessed against the criteria as set out below:

Local Economic Benefit	5%
Customer Service Plan	5%
Delivery Schedule	10%
Warranty	20%
Price	60%
TOTAL	100%

The tenders were evaluated by Alan Bennett – Project Manager.

A summary of the tender assessment is contained in the table on the following page as

- The Tender Benchmark Pricing

OVERALL FINDING

Spencer Motors Pty Ltd were the only submission for the five (5) vehicles put out to tender. Therefore, a benchmark price check on the brand website against the quoted cost for each vehicle was completed.

The bench marking process identified the pricing provided by Spencer's Motors fell within market pricing expectations.

In this instance Spencer Motors Pty Ltd being the only submission provided a best value for money for the purchase of the new Utility vehicles.

TIMING AND BUDGET

Total funding of just over \$280,159 has been allocated to Plant Replacement Program – Utility Replacement in the 2024/25 Capital Works Budget. Funds of \$205,470.17 inc GST will be utilised for replacement of five (5) utility vehicles.

Remaining allocated fund with the Utility replacement program will be utilised for the purchase of the Animal Control Vehicle Canopy to the value of \$50,000 ex GST.

Should Council agree to the recommendation, the preferred tenderer will be engaged to purchase all five vehicles.

TENDER BENCHMARK PRICING

Vehicle to be replaced	Spencer Motors Pty Ltd	Brand average price
P1356	\$ 41,580.69	\$ 39,950.00
P1359	\$ 37,625.59	\$ 41,000.00
P1351	\$ 41,580.69	\$ 39,950.00
P1367	\$ 40,592.90	\$ 48,500.00
P1361	\$ 44,090.30	\$ 45,000.00
Total includes GST	\$ 205,470.17	\$ 214,400.00
Note brand price does NOT include extras requested by council		

ATTACHMENTS

Nil

16.4 RFT FOR CONTRACT 157 - PLANT EQUIPMENT - UTE REPLACEMENT

RESOLUTION COM 008/25

MOVED: Cr J Connor

SECONDED: Cr A Gulin

That Council award a contract to Spencer Motors Pty Ltd for the delivery of five (5) selected utility vehicles in accordance with the documents submitted in response to Request for Tender for Contract 2024/157 – Plant Equipment – Ute Replacement for the amount of \$205,470.17 (including GST).

CARRIED



MAYOR

ORDINARY MEETING OF COUNCIL 26 March 2025



Members of Council

His Worship the Mayor L Stephens
Councillors:
Deputy Mayor Cr A Zubrinich,
Cr J Connor, Cr A Gulin, Cr M Hopgood,
Cr K Jackson, Cr J Joyce, Cr J Keain,
Cr G Petagna, Cr L Peters

Confidential Agenda

The business to be considered at the above-mentioned meeting
is set out in the attached Agenda.

Peter Ackland
Chief Executive Officer
21 March 2025

AGENDA

16 Items for Consideration as to Confidentiality 3

16.1 Update on Negotiations - Development Options 1 and 2 Port Pirie Riverfront 3

16.2 RFT for Contract 135 CWMS - Crystal Brook Manhole Lid Replacement &
Structural Works..... 6

16.3 RFT for Contract 2024/161 - Pool Pump Shed Plant & Equipment
Replacement..... 11

16.2 RFT FOR CONTRACT 135 CWMS - CRYSTAL BROOK MANHOLE LID REPLACEMENT & STRUCTURAL WORKS

Author: Alan Bennett, Project Manager

Authoriser: Peter Ackland, Chief Executive Officer

File Reference: 2024.3831

Timeframe:	2024/2025 Financial Year			
Budget Impact:	\$120,000			
Risk Assessment:	Primary Risk Type(s):		Financial / Infrastructure	
	Inherent Risk:	Likelihood	Consequence	Rating
		Unlikely	Moderate	Medium
	Controls:	<ul style="list-style-type: none"> ▪ Sound project management and procurement framework in place. ▪ Competitive tender process to award a contract. ▪ All works to be conducted with qualified contractors and meet legislative requirements. 		
	Residual Risk:	Unlikely	Minor	Low

STRATEGIC REFERENCE:	
Theme	Our Lifestyle
Goal	Infrastructure
Strategy 3.2.3	Council provided assets are fit for purpose, proactively maintained and renewal recognises future demand.

RECOMMENDATION	
That Council:	
<ul style="list-style-type: none"> ▪ award a contract to Base Civil Construction Pty Ltd for CWMS Manhole Lid Replacement and Repair in accordance with the documents submitted in response to Request for Tender for Contract 2024/135 CWMS - Crystal Brook Manhole Lid Replacement and Structural Works for the amount of \$106,400 (excluding GST); and ▪ approve the contingency amount of \$12,000, and delegate the Chief Executive Officer to approve variations with this contingency amount. 	

EXECUTIVE SUMMARY	
<p>Council has allocated funds in its 2024/25 Capital Works Budget for the CWMS repairs in the Crystal Brook township based off a works breakdown report provided by a consulting company in 2022.</p> <p>Specifications were prepared and tenderers sort.</p> <p>Three submissions were received on the closing date of the tender.</p>	

DISCUSSION

An investigation on the status of the CWMS serviceability was conducted in 2022 by a consulting company which provided a works breakdown report. Council allocated funds in its 2024/25 Capital Works Program from the report supplied.

The purpose of this report is to seek approval with supporting information to enable the awarding of the RFT for Contract 2024/135 CWMS - Crystal Brook Manhole Lid Replacement and Structural Works.

PROPOSED WORKS

The Works includes:

- Pit lid remediation works to fourteen (14) CWMS locations – This will allow accessibility to the chambers.
- Chamber rehabilitation work to five (5) CWMS locations – Will extend the “life” of the assets.

TERM OF CONTRACT

The term of the contract is for a once off period completing by 30 June 2025.

TENDER ASSESSMENT

Request for Tender documentation was upload to SA tenders.

At the closing time of tenders of 2pm Thursday 28 November 2024, 3 tender submissions were received as follows:

Tenderer	Tendered Price \$ (excluding GST)
Base Civil Construction Pty Ltd	\$ 139,400.00
The Trustee for Plumbing & Pipeline Solutions Unit Trust	\$ 163,389.00
Swart and Sons Pty Ltd	\$ 167,298.00

Tenderers were invited on a lump sum basis, which means that the successful tenderer will be paid for actual works completed provided in their tender.

QUALITATIVE ASSESSMENT

Tenders received have been assessed against the criteria as set out below:

Environmental Management and Quality Systems	10%
Experience	20%
Implementation/delivery Schedule	20%
Price	50%
TOTAL	100%

The tenders were evaluated by:

- Alan Bennett, Project Manager
- Trevor Cugley, Manager Assets - in lieu of Glenn Miller Project and Procurement Coordinator

A summary of the tender assessment is contained in the tables on the following pages as:

- The tender summary
- The tender scoring matrix

QUOTE CLARIFICATIONS SOUGHT

It was deemed that The Trustee for Plumbing & Pipeline Solutions Unit Trust and Swart and Sons Pty Ltd priced themselves out of contention.

Clarification on points was sought with Base Civil Construction Pty Ltd to provide a priority list of works. It was agreed that cost savings could be applied to two chambers (planned works for the next financial year 2025/26). An assessment report, including a QS from the lid remediation work, was provided to be applied to the next financial year's capital works budget.

OVERALL FINDING

A pre qualitative assessment was undertaken on all submissions received and all were deemed complying.

A detailed evaluation was undertaken as per the attached summary and, whilst all the tenderers were considered capable of delivering the project, Base Civil Construction Pty Ltd was identified as the preferred tenderer and proposed the lowest price.

Base Civil Construction's initial price was competitive and provided an alternative program with considerable cost saving.

TIMING AND BUDGET

Total funding of \$120,000 has been allocated to the Repairs to the Crystal Brook CWMS in the 2024/25 Capital Works Budget. This proposed scope of works to be funded from this budget is as follows:

- Pit lid remediation works to fourteen (14) CWMS locations.
- Chamber rehabilitation works to five (5) CWMS locations.

Due to original submissions coming over budgeted amount, two chambers were removed from the scope resulting in three chambers to be delivered under this award. This change allowed the realignment of the budget for this financial year, therefore focusing only on completing the essential works that ensure the accessibility to the CWMS. The remaining tasks, being the two removed chambers, will be budgeted to the next financial year using the QS estimate provided by the successful tenderer.

Should Council agree to the recommendation, the preferred tenderer will be engaged, and works will be programmed to be completed by 30 June 2025.

TENDER SUMMARY

Criteria	Weighting	Base civil Construction Pty Ltd	The Trustee for Plumbing & Pipeline Solutions Unit Trust	Swart and Sons Pty Ltd
Works Health & Safety and Risk Management.	10%	Comprehensive submission. Included examples of past projects. WHS and Risk Management Plans supplied. That complies with AS/NZS 4804. including internal Hazard and incident reporting procedure supplied	Comprehensive submission. Internal Risk Management Procedure Certified with SGS AU22/81841774	Occupational Health and Safety Management systems Certified Internal WHS Policy
Environmental Management Systems and Quality Systems	20%	Comprehensive submission. Included examples of past projects. Procedure of Workplace inspection, Hazardous substances provided. CCF third part accreditation No.500-16730-CCF	Holds current EPA licence and internal environmental management plan	Current Certified ISO 14001:2015 Current Certified ISO 9001: 2015
Implementation/Delivery Schedule	20%	Has the labour pool and abilities to deliver. Able to meet deadlines with inclusive of local suppliers	Has provided program of Schedule of works and complies with the delivery date.	Stated can complete in time frame
Price	50%	Price is very competitive with others tenders but still over budget	Price is very competitive with others but still over budget - Second Highest	Price is very competitive with others but still over budget - Highest
General Comments	100%			

TENDER SCORING MATRIX

ITEM	DESCRIPTION	WEIGHTING %	Base civil Construction Pty Ltd		The Trustee for Plumbing & Pipeline Solutions Unit Trust		Swart and Sons Pty Ltd	
	Evaluation Criteria Note: () * Denotes Rating		Score (out of 5)		Score (out of 5)		Score (out of 5)	
	LUMPS SUM TENDER VALUE EXCL GST		\$ 139,400.00		\$ 163,389.00		\$ 167,298	
1	Environmental Management Systems and Quality Systems	10%	3	6.00	3	6.00	3	6.00
2	Experience	20%	3	12.00	3	12.00	2	8.00
7	Implementation/Delivery Schedule	20%	3	12.00	3	12.00	3	12.00
10	Price (Schedules 16) Score = 2.5 + 5* ((\$M-\$T)/\$M)	50%	3.05	30.50	2.28	22.80	2.16	21.60
TOTAL SCORE INCLUDING PRICE		100%	60.50		52.80		47.60	
TOTAL RANK INCLUDING PRICE			1		2		3	
TOTAL SCORE EXCLUDING PRICE			30.00		30.00		26.00	
TOTAL RANK EXCLUDING PRICE			1		1		2	

ATTACHMENTS

Nil

16.3 RFT FOR CONTRACT 2024/161 - POOL PUMP SHED PLANT & EQUIPMENT REPLACEMENT

Author: Frank Endemann, Project Manager

Authoriser: Peter Ackland, Chief Executive Officer

File Reference: 2024.3819

Timeframe:	2024/2025 and 2025/26 Financial Years			
Budget Impact:	\$1,075,204 (excluding GST)			
Risk Assessment:	Primary Risk Type(s):		Service Delivery	
	Inherent Risk:	Likelihood	Consequence	Rating
		Possible	Moderate	Medium
	Controls:	<ul style="list-style-type: none"> Perform RFT process to engage suitable contractor to perform the works. Ensure contractor has materials and labour available, and has liaised with shed installer before commencing. 		
	Residual Risk:	Rare	Moderate	Low

STRATEGIC REFERENCE:	
Theme	Our Community
Goal	Wellbeing
Strategy 1.3.1	A wide range of sporting and recreational opportunities are available.

RECOMMENDATION
<p>That Council:</p> <ul style="list-style-type: none"> note that the budget for the total combined pool projects will be fully consumed with the awarding of the RFT detailed in this report; note that a contingency amount of \$30,000 was previously approved under OM 395/24 for contract 2024/147 for the construction of the pump shed and that this amount is no longer available due to the full consumption of the budget amount; approve the transfer of new funds to the total of \$30,000 from savings identified in the projects for the Mais Terrance/Huddleston Rd intersection and the Goulter Rd/Bowman St intersection upgrades as part of the Budget Review 3 process; approve these additional funds to be used as new contingency across both the pump shed construction and the plant & equipment installation projects, and delegate the Chief Executive Office to approve variations to the value of the contingency allowance for those respective contacts; award a contract to Hydrilla Pty Ltd for the Pool Pump Shed Plant & Equipment Replacement in accordance with the documents submitted in response to Request for Tender for Contract 2024/161 – Pool Pump Shed Plant & Equipment Replacement for the amount of \$227,000 (excluding GST); and delegate authority to the Chief Executive Officer to sign and seal all documentation to give effect to this resolution.

--

EXECUTIVE SUMMARY

As part of the 2024/25 Capital Works Program, Council has allocated funds to complete the following projects:

- Outdoor pool liner replacement, including construction of a new entry ramp and the replacement of hob tiles.
- Replacement of the outdoor pool pump shed, including replacement of the pump shed plant and equipment.
- Regrouting of the internal pool deck and wall tiles.

This report relates mainly to the award of the works to replace the plant and equipment as which will be carried out in conjunction with the contractor replacing the pump shed under a separate contract.

Tenders for the replacement of the 50m outdoor pool pump shed plant & equipment have been called with two submissions being received and evaluated.

Following the extensive evaluation process, a preferred contractor has been identified.

Work cannot commence until the end of the current swimming season, April 2025, but may be delayed if development approval is not received prior.

While the full scope of the works for these projects have been completed within budget (with the exclusion of the deferring of the indoor pool tile grouting works), some emerging works have been identified and required action as part of the delivery of the projects. These emerging works have resulted in the budget being fully consumed and eroded the previously approved budget contingency amounts that approved to mitigate the risks of delivery the core scope items for this type and aged facility. As such, a new contingency amount is now being sought for the completion of these works going forwards.

DISCUSSION

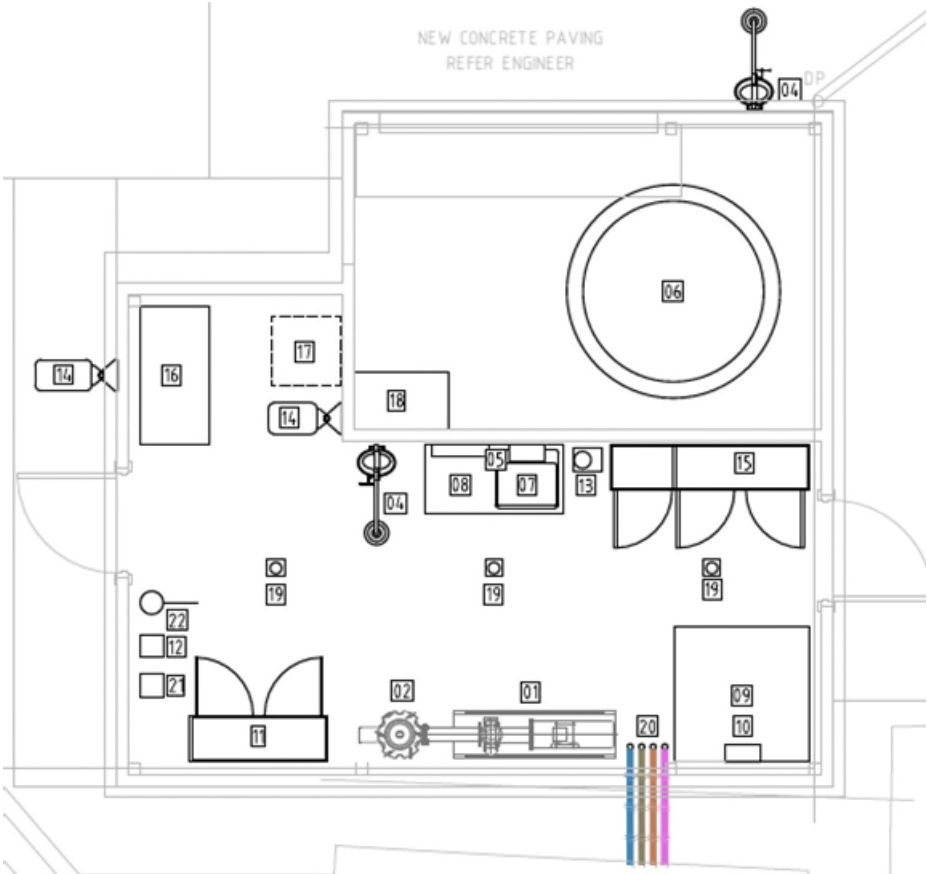
As part of the 2024/25 Capital Works Program, Council has allocated funds to complete the following projects:

- Outdoor pool liner replacement, including construction of a new entry ramp and the replacement of hob tiles.
- Replacement of the outdoor pool pump shed, including replacement of the pump shed plant and equipment.
- Regrouting of the internal pool deck and wall tiles.

This report relates mainly to the award of the works to replace the plant & equipment as detailed herein.

PROPOSED WORKS

Replace and/or reinstate plant and equipment in new pump shed as per plan and table on the following page.



LAP POOL PLANT EQUIPMENT	
ITEM No.	DESCRIPTION
01	FLOWSERVE DKP2916-30/4M PUMP (EXISTING)
02	STRAINER LINT POT (EXISTING)
03	WATERCO SMD2000/SMD2000J FILTER WITH MPV (EXISTING)
04	ENWARE' EMERGENCY EYEWASH AND SHOWER WITH DN25 CU WATER SUPPLY & DN40 SWV DRAIN TO WASTE.
05	LIQUID CHLORINE WITH (EXISTING) TRANSFER PUMP FROM 20L CONTAINER INTO TANK.
06	3200L LIQUID CHLORINE TANK. (BUSHMANS TT650 OR SIMILAR) AND 3800L TANK BUND (BUSHMANS BR 3800 OR SIMILAR)
07	S/S SINGLE BOWL SINK INLAID TO BENCH. CONNECTION TO WASTE BY POOL CONTRACTOR.
08	PROMINENT WATER TEST STATION, DULCOMARIN2, COMPLETE WITH FILTERED TEST PROBES + INTEGRATED AUTO DOSING STATION TO ADJUST/CONTROL PH, C02, ACID & CL INJECTION, TO BE FITTED WITH FREE CHLORINE PROBES BY PROMINENT FOR DIRECT MEASURE AND DIGITAL READOUT OF FREE CHLORINE AT CONTROL BOX. TEST WATER TO RETURN TO BALANCE TANK VIA DN50 PVC TUNDISH BY POOL CONTRACTOR. GPDS TO BE PROVIDED BY PRINCIPLE CONTRACTOR FOR WATER TESTING STATION AND DOSING PUMPS. AUTO DOSING PUMP SIZES TO BE SELECTED BY SWIMMING POOL CONTRACTOR AND PROMINENT TO SUIT.
09	HCL ACID STORE WITH CONTAINMENT BUND (TO STORE 6 OFF 20 LITRE CONTAINERS OF ACID)
10	HYDROCHLORIC ACID PUMP (EXISTING)
11	PROPOSED POOL PLANT ELECTRICAL DISTRIBUTION BOARD & POOL MANAGEMENT LOCATION INCLUDING VFDS FOR SPEED CONTROL OF FILTRATION PUMPS WHICH IS DEPENDANT ON MEASURED FLOW RATES FROM BURKERT8045 FLOW SENSOR. POOL MANAGEMENT SYSTEM TO CONTROL VFDS DEPENDING ON FLOW RATES MEASUREMENTS & CONTROL ALL ELECTRICAL PLANT EQUIPMENT REMOTELY INCLUDING STATUS OF WATER LEVELS IN BALANCE TANK. PLC TO HAVE REMOTE ACCESSIBILITY TO MONITOR AND CONTROL STATUS OF ALL EQUIPMENT INCLUDING BUT NOT LIMITED TO SPEED OF PUMPS, CHEMICAL LEVELS AND BALANCE TANK LEVELS.
12	WATERWATCH AUTOFILL DEVICE – DN50 MAINS WATER SUPPLY WITH DOUBLE BACKFLOW PREVENTION COMPLETE WITH TUNDISH BELOW. OFFTAKES ARE REQUIRED FOR: DN50 AUTOFILL (SOLENOID) FOR BALANCE TANK, DN50 MANUAL FILL FOR BALANCE TANK, WATER SUPPLY FOR PLANT ROOM EQUIPMENT AND TO SAFETY EYEWASHES/SHOWERS (DN25)
13	FIRE EXTINGUISHER SUITABLE FOR ELECTRICAL FIRES AND ELECTRICAL FIRE BLANKET 1.8m x 1.8m APPROVED TO AS/NZS 3505.
14	10m LONG HOSE AND RETRACTABLE REEL TO BE FIXED TO WALL.
15	TRIPLE DOOR STORAGE CABINET FOR PPE, FIRST AID KITS AND CLEANING EQUIPMENT..
16	DRY CHEMICAL STORE WITH CONTAINMENT BUND (600mm x 1200mm)
17	SPILL KIT STORAGE AREA (WHEELIE BIN)
18	CO2 GAS CYLINDER STORED IN AN EXTERNAL, LOCKABLE GALVANISED STEEL MESH CAGE.
19	A LINKED SERIES OF 3 No. DN50 TRAPPED FLOOR DRAINS RUNNING DOWN THE MIDDLE OF THE FLOOR AND CONNECTED TO SEWER.
20	4x DN50 FROM BALANCE TANKS (4 PER POOL/BALANCE TANK.). AUTO/MANUAL FILL, LEVEL SENSOR, BREATHER AND SPARE.
21	LIQUID POOL BLANKET DOSING SYSTEM
22	CHEMICAL INJECTION POINT AND RETURN LOCATION

TENDER ASSESSMENT

Request for Tender documentation was uploaded to Tenders SA on 10 December 2024.

At the closing time of tenders of 2:00 pm 21 January 2025, two submissions were received as follows:

Tenderer	Tendered Price (excluding GST)
Hydrilla P/L	\$ 227,000.00
Mykra P/L	\$ 309,648.00

Tenderers were invited on a Lump Sum basis.

QUALITATIVE ASSESSMENT

Tenders received have been assessed against the criteria as set out below:

WHS & Risk Management	10%
Company Experience	20%
Implementation/Delivery Schedule	20%
Value Added Services & Improvement & Innovation	20%
Price	30%
TOTAL	100%

The tenders were evaluated by:

- Frank Endemann – Project Manager
- Glenn Miller – Projects & Procurement Coordinator

A summary of the tender assessment is contained in the tables on the following pages as

- The tender summary; and
- The tender scoring matrix

QUOTE CLARIFICATIONS SOUGHT

Mykra did not include Item 11 of the equipment schedule in their submitted price but added these items as an additional cost of \$123,942.50. As such, their price has now been adjusted to include this amount.

Hydrilla has included these items in their tendered price.

Clarification was sought from FMG Engineering (who wrote the specifications) as the need to include these components, they advised that these should have been included in the tender price as Hydrilla have done. They also reviewed both submissions and recommended Hydrilla be awarded the contract due to their expertise in this type of work.

OVERALL FINDING

A pre qualitative assessment was undertaken on all the submissions received and all were deemed complying.

A detailed evaluation was undertaken and as per the attached summary, and whilst both tenderers were considered capable of delivering the project, Hydrilla P/L was identified as the preferred tenderer and was the lowest price.

TIMING AND BUDGET

Total funding of \$1,045,204.00 has been collectively allocated to the list of works to be performed at the Port Pirie Pool in the 2024/25 Capital Works Budget. The breakdown of these works, including the total costs as known at the date of this report are as follows:

- Pool liner replacement & ramp construction - \$460,278.00
- Pump shed upgrade including plant & equipment replacement - \$586,022.00
- Inside pool wet deck tiles replacement (deferred to 2025/26 under OM 009/25) - \$217.00
 - Total - \$1,046,517.00

From this breakdown it can be noted that the current budget will be fully consumed with the award of the tender for the plant & equipment replacement. This budget position has occurred due to the following unforeseen and emergent costs and works that have been required in conjunction with the delivery of these projects:

- Emergency refurbishment of the pool main feed water pump to the value of \$15,835.00.
- Higher than anticipated cost for the portion of works to replace the pump shed plant & equipment.
- The need to replace a section of failed pipework in return water line due to corrosion – new works.
- Additional engineering & design required to enable the tendering of the pumphouse construction.
- The investigation and compliance rectification works for existing backwash disposal process.
- Construction of new boundary fencing & access gates as a result of the change in pump shed footprint.

While contingency of \$30,000 had been previously approved for the contract for the construction of the new pump shed under OM 395/24, these funds are no longer available due to the occurrence of the above emergent works and costs. Due to the age of the building and potential risk for further emerging works during the construction of the new pump shed and the replacement of the equipment, we are seeking a new contingency of \$30,000 (being less than 3% of the total budget) to be applied over both the pump shed replacement and the plant and equipment replacement projects collectively. This contingency is sought to avoid any possible delays in the performance of this works which may have a follow-on effect to the opening date of the outdoor pool, including special events such as the 2026 State Country Swimming Championships. It is proposed that this new contingency amount is transferred from savings identified in the projects for the Mais Terrance/Huddleston Rd intersection and the Goulter Rd/Bowman St intersection upgrades as part of the Budget Review 3 process.

TENDER SUMMARY

Criteria	Weighting	Hydrilla Pty Ltd	Mykra Pty Ltd
Works Health & Safety and Risk Management.	10%	ISO 9001 Quality management System WHS Policy attached, SWMS provide relate to different works	Comprehensive WHS Systems in place . Provided generic Project Safety Management Plan
Experience.	20%	Provide details of multiple related similar work. Has good history of project delivery for PPRC	Provided details of completed projects . No pool related . Appears to be reliant on subcontractors
Implementation/Delivery Schedule	20%	Project duration provide no indicative dates	Provided Gantt Chart . Can meet timelines
Value Added Services and Improvement & Innovation	20%	None provided	Generic goals provided. Advised that a remote App based system could be investigated. Cost savings v cost analysis could be provide upon request
Price	30%	Lowest Price	36% higher than Hydrilla
General Comments	100%	Have included Item 11 on Drawing P007 Requires pool to be emptied	Mykra did not include specified Item 11 on Drawing P007 in Tender Price but included as "Alternate Proposal" increasing price to \$309,648. once included

TENDER SCORING MATRIX

ITEM	DESCRIPTION	WEIGHTING %	Hydrilla Pty Ltd		Mykra Pty Ltd	
	Evaluation Criteria Note: ()* Denotes Rating		Score (out of 5)		Score (out of 5)	
	LUMPS SUM TENDER VALUE EXCL GST		\$227,000		\$309,648	
1	Works Health & Safety and Risk Management (Schedule 5)	10%	3	6.00	3	6.00
5	Experience (Schedule 10)	20%	4	16.00	2	8.00
7	Implementation/Delivery Schedule (Schedule 12)	20%	3	12.00	3	12.00
8	Value Added Services and Improvement & Innovation (Schedule 13)	20%	0	0.00	1	4.00
10	Price (Schedules 16) Score = $2.5 + 5 * ((\$M - \$T) / \$M)$	30%	3.3	19.62	1.7	10.38
TOTAL SCORE INCLUDING PRICE		100%	53.62		40.38	
TOTAL RANK INCLUDING PRICE			1		2	
TOTAL SCORE EXCLUDING PRICE			47.62		34.38	
TOTAL RANK EXCLUDING PRICE			1		2	

ATTACHMENTS

Nil

MINUTES OF THE CEO PERFORMANCE REVIEW COMMITTEE SPECIAL MEETING HELD ON WEDNESDAY 26 FEBRUARY 2025 AT 5.02PM IN THE COUNCIL CHAMBER, PORT PIRIE REGIONAL COUNCIL ADMINISTRATION OFFICE, 115 ELLEN STREET, PORT PIRIE.



ACKNOWLEDGEMENT

We acknowledge and respect the traditional custodians whose ancestral lands we are meeting upon here today.

We pay tribute to those who have served and continue to serve this great country, we pay tribute to our first responders and recognise the multicultural community that makes this region so unique.

1.0 ATTENDANCE:

1.1 Present

His Worship the Mayor L Stephens, Deputy Mayor Cr A Zubrinich (Chairperson) and Cr L Peters

Peter Ackland, Chief Executive Officer (joined the meeting at 5.19pm)
Kate Carmody, Executive Assistant (Minutes)

1.2 Apologies

Cr K Jackson

1.3 Leave of Absence

Nil

1.4 Non-Attendance

Nil

2.0 CONFIRMATION OF MINUTES:

2.1 CEO Performance Review Committee Special Meeting 18 September 2024

MOVED Mayor Stephens SECONDED Cr Peters
CE001/25 That the Minutes of the CEO Performance Review Committee Special meeting held on 18 September 2024 be received and confirmed.

CARRIED

3.0 MATTERS ARISING FROM MINUTES: Nil

4.0 DECLARATION OF INTERESTS: Nil

5.0 REPORTS / ITEMS FOR DISCUSSION:

5.1 Appointment of Chairperson

MOVED Cr Peters SECONDED Mayor Stephens
CE002/25 That the term of office for the position of Chairperson be from 6 March 2025 for the remainder of the term of this Council.

That the selection process for Chairperson of the CEO Performance Review Committee be as per the Selection of Deputy Mayor, Chairperson or Deputy Chairperson Policy as adopted by Council at its Ordinary meeting held on 22 February 2023.

CARRIED

CE003/25 **MOVED Mayor Stephens SECONDED Cr Peters**
That in the absence of the Chief Executive Officer, the Executive Assistant be appointed Returning Officer.

CARRIED

The Executive Assistant called for nominations for the position of Chairperson.

Cr Zubrinich nominated Cr Peters.

Cr Peters accepted the nomination.

No other nominations were received.

The Executive Assistant declared Cr Peters Chairperson of the CEO Performance Review Committee.

Cr Peters will take the Chair at the next Committee meeting.

5.2 Preparation for the Chief Executive Officer's 2024/25 Performance Review Process

CE004/25 **MOVED Mayor Stephens SECONDED Cr Peters**
That the Executive Assistant liaise with Deirdre Albrighton of Albrighton Consulting to commence the process for undertaking the Chief Executive Officer's 2024/25 performance review process with the survey being issued no later than 10 March 2025 and the process being completed in time to take the report to the April Ordinary Council meeting.

That Albrighton Consulting ensure that surveys are completed by all Elected Members and direct reports in a timely manner with follow up reminders undertaken via phone calls as well as emails.

CARRIED

6.0 **ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY:**

6.1 Chief Executive Officer's 2024/25 KPI Update

Pursuant to Section 90(3)(a)

CE005/25 **MOVED Cr Peters SECONDED Mayor Stephens**
Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of P Ackland, Chief Executive Officer and K Carmody, Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 6.1 Chief Executive Officer's 2024/25 KPI Update to enable the Committee to consider Item 6.1 in confidence on the basis the Committee considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information relating to Item 6.1:

- **information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable**

being information relating to the Chief Executive Officer, which is sensitive as details of his performance will be discussed.

Accordingly, on this basis, the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

CARRIED

CE006/25 **MOVED Cr Peters SECONDED Mayor Stephens**
That the Chief Executive Officer's 2024/25 KPI Update report be noted and provided to the March 2025 Council meeting with the minutes.

CARRIED

CEO P Ackland joined the meeting at 5.19pm and left at 5.44pm.

CE007/25 **MOVED Cr Peters SECONDED Mayor Stephens**
That the Committee is satisfied with the current status of the progress of the Chief Executive Officer's KPIs and it is noted that the following have been completed –

1. **Community Engagement**
KPI – Improve communication with the Community / Development Associations.
Measure – The CEO or a Director attend the Community / Development Associations' meetings at least bi-monthly.
2. **Capital and Strategic Projects**
KPI – Deliver a Court Sports Precinct Master Plan concept including a high-level cost estimate.
Measure – Concept design and high-level costings to be presented to Council no later than 30 June 2025.
3. **Economic**
KPI – Finalise the Direct Negotiation Framework for the two Port Pirie Riverfront Precinct EOI proposals.
Measure – To be finalised according to the timeframes in the proposals.
KPI – Explore options for the potential creation of additional open space adjacent the Port Pirie Riverfront Precinct.
Measure – Report to be presented to Council no later than 31 December 2024.

CARRIED

CE008/24 **MOVED Cr Peters SECONDED Mayor Stephens**
Section 91(7) Order
Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the agenda reports, attachments, discussion and minutes relating to Agenda Item 6.1 Chief Executive Officer's 2024/25 KPI Update shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Sections 90(2) and (3)(a) of the Act on the grounds that the documents relate to information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable, being information relating to the Chief Executive Officer which is sensitive as details of his performance will be discussed.

This order shall operate for a period of six (6) months or until the matter has been finalised.

Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.

CARRIED

7.0 NEXT MEETING:

To be held at Council Chambers, Port Pirie Regional Council Administration Centre,
115 Ellen Street, Port Pirie at 5:00 PM on Wednesday 9 April 2025.

8.0 CLOSURE:

The meeting closed at 5.49pm

CHAIR

ADOPTED 2024/25 KPIs - CHIEF EXECUTIVE OFFICER

1. COMMUNITY ENGAGEMENT			
	Activity	Measure	Status
1.1	Improve communication with the Community / Development Associations.	The CEO or a Director attend the Community / Development Associations' meetings at least quarterly.	14 October Crystal Brook Community Association 4 November Koolunga Development Association 10 December Redhill Development Association 10 February 25 Pirie Districts Development Association (S Rufus) Contact is being made with all the Development Associations to seek invitations to their upcoming meetings to introduce the new Director Infrastructure
2. ORGANISATIONAL CULTURE			
	Activity	Measure	Status
2.1	Draft a potential Scope of Works for a Health Check survey with assistance from an outside organisation.	Draft Scope of Works to be presented to Council by 30 March 2025.	Discussion held with HR consultant that assisted Council in a number of HR matters towards the end of 2024 regarding their views on areas requiring focus Since the commencement of the new Director Infrastructure, he has been having one on one meetings with all of his Departments employees – meeting have to date been between 1 – 2 hours each. At this time he is about half way through the required meetings and he is gleaning a range of information / potential areas of focus. It is proposed to review this information past the interview process and use it as a basis for the preparation of a brief for the health check. In this way it is considered that the brief will be well informed and targeted.
3. CAPITAL AND STRATEGIC PROJECTS			
	Activity	Measure	Status
3.1	Ensure the completion of the road resheeting and resealing program as approved at the first 2024-25 financial year meeting of the Asset Management Committee.		Tenders for the required sealing have been let and works programmed to be completed well prior to the end of the financial year. Director Infrastructure has reviewed the unsealed road program and has advised that it is progressing well. An assessment on impact to budget capacity of Councils resolution from its January 2025 meeting to include Milcowie Road is currently being made and a report will be presented to Council regarding what other road(s) may need to be deferred to create the required budget capacity to include Milcowie in the current year. Irrespective of what actual roads are completed, the

ADOPTED 2024/25 KPIs - CHIEF EXECUTIVE OFFICER

			Director Infrastructure advises that the combined road length that was contained in the Budget from the relevant Asset Management Meeting will be able to be completed prior to the end of the financial year.
3.2	Deliver a Court Sports Precinct Master Plan concept including a high-level cost estimate.	Concept design and high-level costings to be presented to Council no later than 30 June 2025.	Draft concept plans and costings presented to the Strategic Workshop in February and is to be considered at Councils Ordinary Meeting in February with a recommendation on how to proceed.
3.3	Finalise the Bowman Park, Lawrie Park, and Nelshaby Reservoir Masterplans.		Nelshaby Reservoir / Lawrie Park draft Masterplan ready to be presented to Council. Bowman Park draft Masterplan received and have asked for amendment for presentation consistency with the Nelshaby plan – instructed new Director Infrastructure to follow up with the consultant
4.	OPERATIONS		
	Activity	Measure	Status
4.1	Develop an events strategy to enhance Council's existing events and options for new events.	Draft strategy to be presented to Council no later than 31 March 2025.	Draft received from Community Development Officer. Revisions / additions requested To be discussed with the applicable Portfolio Members, then to be presented to the March Strategic Workshop and subject to degree of feedback, planned to be tabled for consideration by Council at its March Ordinary Meeting.
5.	ECONOMIC		
	Activity	Measure	Status
5.1	Finalise the Direct Negotiation Framework for the two Port Pirie Riverfront Precinct EOI proposals.	To be finalised according to the timeframes in the proposals.	Refer confidential reports to Councils December 2024 and February 2025 Ordinary Meetings Subject to Councils decision, DNFA signed with preferred proponent for Development Option 2, and recommendation to pause negotiations with the initially preferred proponent for Development Option 1 and enter negotiations / DNFA with the alternate EOI submitted.
5.2	Explore options for the potential creation of additional open space adjacent the Port Pirie Riverfront Precinct.	Report to be presented to Council no later than 31 December 2024.	Refer Confidential report (agenda item 16.3) Councils December Ordinary Meeting

MINUTES OF ITEMS THAT WERE CONSIDERED UNDER CONFIDENTIALITY PURSUANT TO SECTION 90(2) OF THE LOCAL GOVERNMENT ACT 1999 FOR THE ORDINARY COUNCIL MEETING HELD ON WEDNESDAY 26 MARCH 2025.

16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

16.1 UPDATE ON NEGOTIATIONS - DEVELOPMENT OPTIONS 1 AND 2 PORT PIRIE RIVERFRONT

RESOLUTION COM 009/25

MOVED: Cr A Zubrinich

SECONDED: Cr J Keain

That the report be received and noted.

CARRIED

16.2 RFT FOR CONTRACT 135 CWMS - CRYSTAL BROOK MANHOLE LID REPLACEMENT & STRUCTURAL WORKS

RESOLUTION COM 010/25

MOVED: Cr L Peters

SECONDED: Cr G Petagna

That Council:

- award a contract to Base Civil Construction Pty Ltd for CWMS Manhole Lid Replacement and Repair in accordance with the documents submitted in response to Request for Tender for Contract 2024/135 CWMS - Crystal Brook Manhole Lid Replacement and Structural Works for the amount of \$106,400 (excluding GST); and
- approve the contingency amount of \$12,000, and delegate the Chief Executive Officer to approve variations with this contingency amount.

CARRIED

16.3 RFT FOR CONTRACT 2024/161 - POOL PUMP SHED PLANT & EQUIPMENT REPLACEMENT

RESOLUTION COM 011/25

MOVED: Cr A Zubrinich

SECONDED: Cr L Peters

That Council:

- note that the budget for the total combined pool projects will be fully consumed with the awarding of the RFT detailed in this report;
- note that a contingency amount of \$30,000 was previously approved under OM 395/24 for contract 2024/147 for the construction of the pump shed and that this amount is no longer available due to the full consumption of the budget amount;

- approve the transfer of new funds to the total of \$30,000 from savings identified in the projects for the Mais Terrance/Huddleston Rd intersection and the Goulter Rd/Bowman St intersection upgrades as part of the Budget Review 3 process;
- approve these additional funds to be used as new contingency across both the pump shed construction and the plant & equipment installation projects, and delegate the Chief Executive Office to approve variations to the value of the contingency allowance for those respective contacts;
- award a contract to Hydrilla Pty Ltd for the Pool Pump Shed Plant & Equipment Replacement in accordance with the documents submitted in response to Request for Tender for Contract 2024/161 – Pool Pump Shed Plant & Equipment Replacement for the amount of \$227,000 (excluding GST); and
- delegate authority to the Chief Executive Officer to sign and seal all documentation to give effect to this resolution.

CARRIED

MAYOR

MINUTES OF ITEMS THAT WERE CONSIDERED UNDER CONFIDENTIALITY PURSUANT TO SECTION 90(2) OF THE LOCAL GOVERNMENT ACT 1999 FOR THE ORDINARY COUNCIL MEETING HELD ON WEDNESDAY 26 MARCH 2025.

16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

16.4 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE SPECIAL MEETING HELD 26 FEBRUARY 2025

RESOLUTION COM 012/25

MOVED: Cr Gulin

SECONDED: Cr Keain

That the Minutes of the CEO Performance Review Committee Special meeting held on 26 February 2025 be received.

CARRIED

RESOLUTION COM 013/25

MOVED: Cr Gulin

SECONDED: Cr Joyce

That it be noted that Council is satisfied with the current status of the progress of the Chief Executive Officer's KPIs and note that the following have been completed –

1. Community Engagement

KPI – Improve communication with the Community / Development Associations.

Measure – The CEO or a Director attend the Community / Development Associations' meetings at least bi-monthly.

2. Capital and Strategic Projects

KPI – Deliver a Court Sports Precinct Master Plan concept including a high-level cost estimate.

Measure – Concept design and high-level costings to be presented to Council no later than 30 June 2025.

3. Economic

KPI – Finalise the Direct Negotiation Framework for the two Port Pirie Riverfront Precinct EOI proposals.

Measure – To be finalised according to the timeframes in the proposals.

KPI – Explore options for the potential creation of additional open space adjacent the Port Pirie Riverfront Precinct.

Measure – Report to be presented to Council no later than 31 December 2024.

CARRIED



MAYOR

CEO PERFORMANCE REVIEW COMMITTEE

Mayor L Stephens and Cr L Peters (Chairperson),
Deputy Mayor Cr A Zubrinich and Cr K Jackson



Council Officers

Peter Ackland, Chief Executive Officer
Kate Carmody, Executive Assistant (Minutes)

Invited Guest

Deirdre Albrighton, Albrighton Consulting & Training Services

Notice is hereby given that a **CEO Performance Review Committee Meeting** will be held on **Wednesday, 9 April 2025 at 5.00pm** in the Mayor's Office, Port Pirie Regional Council Administration Office, 115 Ellen Street, Port Pirie.

Peter Ackland
CHIEF EXECUTIVE OFFICER
4 April 2025

A G E N D A

ACKNOWLEDGEMENT

We acknowledge and respect the traditional custodians whose ancestral lands we are meeting upon here today.

We pay tribute to those who have served and continue to serve this great country, we pay tribute to our first responders and recognise the multicultural community that makes this region so unique.

1.0 ATTENDANCE:

- 1.1 Present
- 1.2 Apologies
- 1.3 Leave of Absence
- 1.4 Non-Attendance

2.0 CONFIRMATION OF MINUTES:

- 2.1 CEO Performance Review Committee Meeting 26 February 2025

Moved

Seconded

That the Minutes of the CEO Performance Review Committee meeting held on 26 February 2025 be received and confirmed.

3.0 MATTERS ARISING FROM MINUTES:

4.0 DECLARATIONS OF INTERESTS:



5.0 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY:

5.1 Chief Executive Officer Performance Review 2024/25 – Performance Appraisal Report

Pursuant to Section 90(3)(a)

MOVED

SECONDED

Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of K Carmody, Executive Assistant and Deirdre Albrighton, Albrighton Consulting be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Chief Executive Officer Performance Review 2024/25 – Performance Appraisal Report to enable the Committee to consider Item 5.1 in confidence on the basis the Committee considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information relating to Item 5.1:

- information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable

being information relating to the Chief Executive Officer, which is sensitive as details of his performance will be discussed.

Accordingly, on this basis, the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

Section 91(7) Order

MOVED

SECONDED

Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the agenda reports, attachments, discussion and minutes relating to Agenda Item 5.1 Chief Executive Officer Performance Review 2024/25 – Performance Appraisal Report shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Sections 90(2) and (3)(a) of the Act on the grounds that the documents relate to information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable, being information relating to the Chief Executive Officer which is sensitive as details of his performance will be discussed.

This order shall operate for a period of six (6) months or until the process has been finalised.

Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.

6.0 NEXT MEETING:

7.0 CLOSURE:



Our Organisation – Our Values

Every Port Pirie Regional Council employee carries the responsibility of working towards achieving a continuing, measurable improvement in our workplace culture.

This will be achieved through upholding Port Pirie Regional Council values by:

Doing the Right Thing

Accountability

Council acts on behalf of the communities of Port Pirie Regional Council and accepts accountability for its decisions and actions.

Honesty, Integrity and Transparency

Council will strive to be valued and trusted by the community through its actions and open and honest communication.

Ethical Behaviour and Good Governance

Council values ethical conduct and employs principles of good governance

Deliver Services that Meet the Needs of our Community

Service Delivery Excellence

Council will ensure that its services meet quality, cost and efficiency standards; are accessible and are responsive to the needs of the community.

Together we Achieve More

Team Work and Professionalism

Council values a cohesive team approach with the administration and elected members working together to lead the region forward with appropriate skills, knowledge and experience.

Inclusivity

Council acts on behalf of all residents and ratepayers. We value the community and will treat all people with dignity, respect and equity.

MINUTES OF THE CEO PERFORMANCE REVIEW COMMITTEE SPECIAL MEETING HELD ON WEDNESDAY 26 FEBRUARY 2025 AT 5.02PM IN THE COUNCIL CHAMBER, PORT PIRIE REGIONAL COUNCIL ADMINISTRATION OFFICE, 115 ELLEN STREET, PORT PIRIE.



ACKNOWLEDGEMENT

We acknowledge and respect the traditional custodians whose ancestral lands we are meeting upon here today.

We pay tribute to those who have served and continue to serve this great country, we pay tribute to our first responders and recognise the multicultural community that makes this region so unique.

1.0 ATTENDANCE:

1.1 Present

His Worship the Mayor L Stephens, Deputy Mayor Cr A Zubrinich (Chairperson) and Cr L Peters

Peter Ackland, Chief Executive Officer (joined the meeting at 5.19pm)
Kate Carmody, Executive Assistant (Minutes)

1.2 Apologies

Cr K Jackson

1.3 Leave of Absence

Nil

1.4 Non-Attendance

Nil

2.0 CONFIRMATION OF MINUTES:

2.1 CEO Performance Review Committee Special Meeting 18 September 2024

CE001/25 **MOVED Mayor Stephens SECONDED Cr Peters**
That the Minutes of the CEO Performance Review Committee Special meeting held on 18 September 2024 be received and confirmed.

CARRIED

3.0 MATTERS ARISING FROM MINUTES: Nil

4.0 DECLARATION OF INTERESTS: Nil

5.0 REPORTS / ITEMS FOR DISCUSSION:

5.1 Appointment of Chairperson

CE002/25 **MOVED Cr Peters SECONDED Mayor Stephens**
That the term of office for the position of Chairperson be from 6 March 2025 for the remainder of the term of this Council.

That the selection process for Chairperson of the CEO Performance Review Committee be as per the Selection of Deputy Mayor, Chairperson or Deputy Chairperson Policy as adopted by Council at its Ordinary meeting held on 22 February 2023.

CARRIED

CE003/25 **MOVED Mayor Stephens SECONDED Cr Peters**
That in the absence of the Chief Executive Officer, the Executive Assistant be appointed Returning Officer.

CARRIED

The Executive Assistant called for nominations for the position of Chairperson.

Cr Zubrinich nominated Cr Peters.

Cr Peters accepted the nomination.

No other nominations were received.

The Executive Assistant declared Cr Peters Chairperson of the CEO Performance Review Committee.

Cr Peters will take the Chair at the next Committee meeting.

5.2 Preparation for the Chief Executive Officer's 2024/25 Performance Review Process

CE004/25 **MOVED Mayor Stephens SECONDED Cr Peters**
That the Executive Assistant liaise with Deirdre Albrighton of Albrighton Consulting to commence the process for undertaking the Chief Executive Officer's 2024/25 performance review process with the survey being issued no later than 10 March 2025 and the process being completed in time to take the report to the April Ordinary Council meeting.

That Albrighton Consulting ensure that surveys are completed by all Elected Members and direct reports in a timely manner with follow up reminders undertaken via phone calls as well as emails.

CARRIED

6.0 **ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY:**

6.1 Chief Executive Officer's 2024/25 KPI Update

Pursuant to Section 90(3)(a)

CE005/25 **MOVED Cr Peters SECONDED Mayor Stephens**
Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of P Ackland, Chief Executive Officer and K Carmody, Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 6.1 Chief Executive Officer's 2024/25 KPI Update to enable the Committee to consider Item 6.1 in confidence on the basis the Committee considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information relating to Item 6.1:

- information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable

being information relating to the Chief Executive Officer, which is sensitive as details of his performance will be discussed.

Accordingly, on this basis, the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

CARRIED

CE006/25 **MOVED Cr Peters SECONDED Mayor Stephens**
That the Chief Executive Officer's 2024/25 KPI Update report be noted and provided to the March 2025 Council meeting with the minutes.

CARRIED

CEO P Ackland joined the meeting at 5.19pm and left at 5.44pm.

CE007/25 **MOVED Cr Peters SECONDED Mayor Stephens**
That the Committee is satisfied with the current status of the progress of the Chief Executive Officer's KPIs and it is noted that the following have been completed –

1. **Community Engagement**
KPI – Improve communication with the Community / Development Associations.
Measure – The CEO or a Director attend the Community / Development Associations' meetings at least bi-monthly.
2. **Capital and Strategic Projects**
KPI – Deliver a Court Sports Precinct Master Plan concept including a high-level cost estimate.
Measure – Concept design and high-level costings to be presented to Council no later than 30 June 2025.
3. **Economic**
KPI – Finalise the Direct Negotiation Framework for the two Port Pirie Riverfront Precinct EOI proposals.
Measure – To be finalised according to the timeframes in the proposals.
KPI – Explore options for the potential creation of additional open space adjacent the Port Pirie Riverfront Precinct.
Measure – Report to be presented to Council no later than 31 December 2024.

CARRIED

CE008/24 **MOVED Cr Peters SECONDED Mayor Stephens**
Section 91(7) Order
Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the agenda reports, attachments, discussion and minutes relating to Agenda Item 6.1 Chief Executive Officer's 2024/25 KPI Update shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Sections 90(2) and (3)(a) of the Act on the grounds that the documents relate to information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable, being information relating to the Chief Executive Officer which is sensitive as details of his performance will be discussed.

This order shall operate for a period of six (6) months or until the matter has been finalised.

Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.

CARRIED

7.0 NEXT MEETING:

To be held at Council Chambers, Port Pirie Regional Council Administration Centre,
115 Ellen Street, Port Pirie at 5:00 PM on Wednesday 9 April 2025.

8.0 CLOSURE:

The meeting closed at 5.49pm

CHAIR



CEO Review Report

Deirdre Albrighton

April 2025

ALBRIGHTON & CONSULTING
TRAINING & SERVICES

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4 April 2025

Ms Leeanne Peters
Chair CEO Review Panel
Port Pirie Council

Dear Leanne

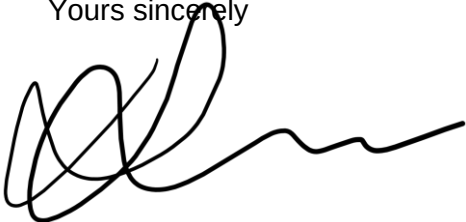
Report for Chief Executive Officer Annual Review

Thank you for the opportunity to assist Port Pirie Council with the second review of your CEO, Mr Peter Ackland.

Here in is the final report, incorporating the 360 professional feedback key performance criteria results, and the outcomes of the key priorities for the consideration of yourself and elected members.

It has been an absolute pleasure working with you, the staff, and elected members of the council, and we look forward to the opportunity of working with you again to deliver a positive outcome for your council and your community.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Deirdre Albrighton', with a stylized, flowing script.

Deirdre Albrighton
Director Albrighton Consulting

Email: deirdre@albrightonconsulting.com.au

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About Albrighton Consulting



Deirdre Albrighton, Director

Deirdre is an experienced human resources/people and culture professional. She has been responsible for the leadership, management, and development of human resource functions across commercial and government sectors locally, nationally, and internationally. These human resources roles require the development and implementation of business-focused culture enhancing human resource strategies, policies, and practices.

Key areas of her expertise include performance review of CEO and senior executives, recruitment and selection, performance management, induction, outplacement, learning, and development including coaching, employee engagement and succession and workforce planning, industrial relations, WH&S including workers compensation, remuneration and benefits, and organizational design. More recently Deirdre has specialised in the review of CEO's for both Local Government and Not for Profit sectors, aligning Values within the organisation, and building capacity and capability of regional and rural communities.

As a Management Consultant, Project Manager and Educator with over 25 years' experience in both public and private companies, government departments, state and federal, Deirdre has a comprehensive background in conducting performance reviews. The methodology provides management with the opportunity to conduct an open, two-way discussion with an employee that determines what ongoing development needs should be addressed during the coming year.

Deirdre is also widely skilled in facilitation, coaching and the delivery of psychometric testing for recruitment and online psychometrics. Deirdre has a Master of Education (Leadership and Management), Graduate Certificate in Public Sector Management, BA in Sociology, Policy and Management and Diploma in Training Assessment and Design. Deirdre is also an accredited deliverer of GeneSys Psychometric tools including 360 programs.

The Brief

The Port Pirie Council sought a partner for the provision of services in the undertaking of the Chief Executive Officer Annual Review as required under Section 102A of the Local Government Act 1999.

This activity incorporated both the review and a survey of elected members to determine the achievement outcomes, and key priorities for the consideration of the council for the next 12-month period.

The data and the recommendations for the CEO review are contained in this report.

Our Solution

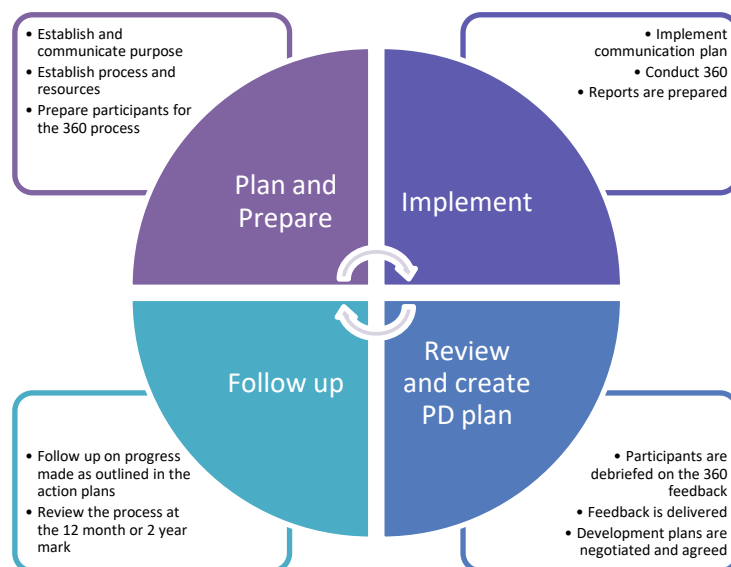
Part 1

360 Evaluation Process & Methodology

As part of the 360 Performance Review services offered by Albrighton Consulting, our consultants will:

- Facilitate initial briefing/workshop meeting with staff, and nominated contact from the council
- Run the 360-process using Genesys¹ Online Assessments and develop the report
- Formulate development plans
- Facilitate the debrief
- Meet with the CEO, Management and Council as requested

Methodology used



¹ <https://psytech.com/Systems/PsytechGeneSysOnline>

GeneSys Online is an assessment administration platform designed to administer, score and report on the extensive range of occupational assessments and solutions offered by Psytech International. Providing access to supervised, remote unsupervised, group managed supervised and answer sheet administration and other features such as ideal profiling, 360-degree project management and much more.

A successful evaluation process will have a number of key traits; it should:

- Be constructive.
- Have both a past and future focus.
- Provide sufficient mechanisms to bring elected members' instincts to the surface.
- Provide for multiple sources of input.
- Allow for realignment of future goals; and
- Emphasise the persons personal development.

Performance criteria

This process is to measure the success of the previous priorities for the CEO according to a rating process as determined by the Council and in conjunction with the CEO's contract. In this process we survey the Elected Members to determine their ratings of the CEOs past performance on strategic priorities. This is facilitated through a confidential online data collection survey. The data formulates part of the final report.

Priorities achievement

Using an online data collection tool, we capture the elected members rating from 1-5 as to the achievement of the priorities as determined and agreed by council.

CEO 360

360° appraisals compare an individual's self-ratings on a number of behavioural competencies to the ratings provided by other individuals who regularly interact with them at work. These "raters" are grouped by the nature of their relationship with the individual being appraised to be a manager a peer, a direct report, or other key stakeholders such as clients.



In this instance, the participants were the **CEO** (self), **Mayor** (manager), **selected staff** (direct reports), and **elected members** (peers).

The results are based on the questionnaires completed by the CEO and the various raters involved in the 360° appraisal. The questionnaires focused on the CEO's behaviour in the workplace and the way they perform in relation to the competencies being measured.

The information contained in this report provides insight into their strengths and weaknesses within the competencies as well

as any differences that might exist between their perception of their behaviour and that of others. The information can be used to enhance the CEO's self-awareness and better engage in personal and professional development.

Rating Scale

A 7-point rating scale was used in the 360 questionnaires. The below table lists the level descriptions, and the numerical values associated to each. These numerical values form the basis for all further analysis and data representation.

Value	Level Description
7	Always
6	Almost Always
5	Often
4	Sometimes
3	Rarely
2	Almost Never
1	Never

The Competency Framework

Competency Framework	
Category Name	Definition
Integrity	The tendency to be trustworthy, reliable, and honest - someone who has a strong competency in this area can be relied upon to work independently, with only minimal supervision. They avoid taking inappropriate risks, are responsible and can be relied upon to act with due diligence.

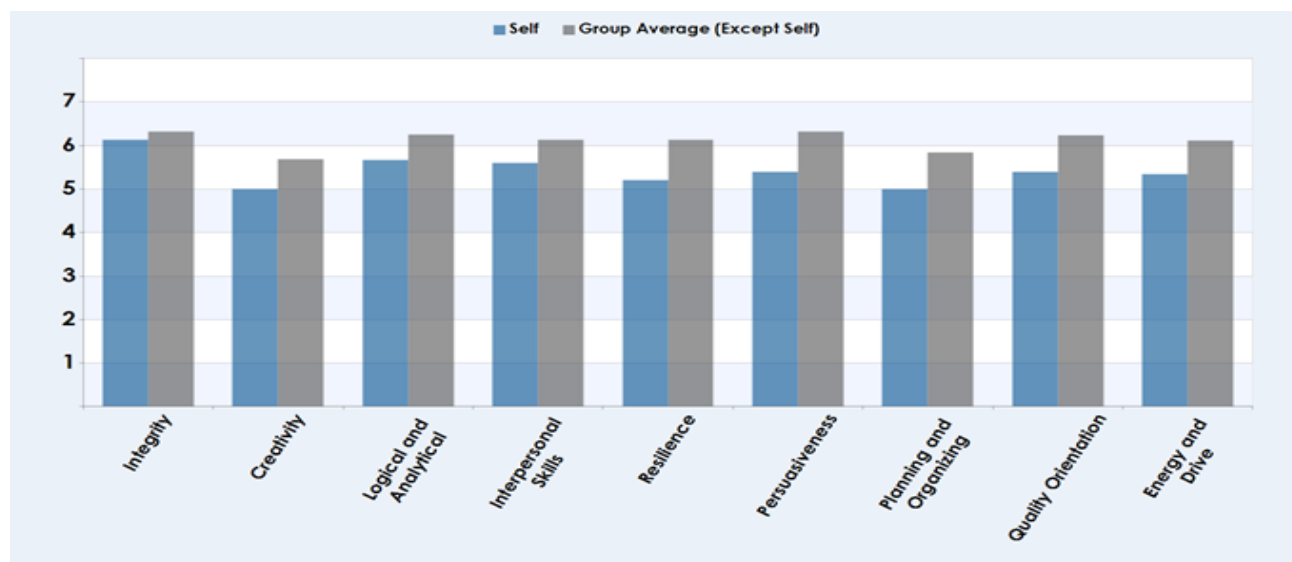
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Creativity	The capacity to think and act in a creative and innovative manner - someone who has a strong competence in this area is good at generating novel, innovative ideas. They are often described as having the ability to 'think outside of the box', in strategic ways. They often come up with original, creative solutions to problems.
Logical and Analytical	The capability to think in a logical and analytical manner - Someone who has a strong ability in this area is very rational. They base their decisions on a logical analysis of all the relevant information. They have a well-tuned critical faculty and an ability for understanding mathematical/numerical problems.
Interpersonal Skills	The capacity to build rapport with other people in a positive manner – Someone who has a strong competence in this area has a high level of interpersonal sensitivity and empathy. They are good at building and maintaining harmonious relationships, at resolving interpersonal conflicts and supporting colleagues.
Resilience	The tendency to remain objective and keep control of emotions in the face in criticism - Someone who has a strong competence in this area copes well with pressure and is generally calm and controlled. They have the ability to cope with emotionally charged situations and are unlikely to get flustered, or lose their temper, in such situations.
Persuasiveness	The capacity to convince others of an opinion both verbally and in writing - Someone who has a strong competence in this area is an effective speaker. They are often charismatic and have a strong social presence. They are good at breaking down communication barriers and bringing people round to their point of view. They communicate clearly and effectively, both face-to-face and in writing.
Planning and organizing	The capacity to effectively organise own and others' work and to plan for all contingencies to ensure optimal outcome - Someone who has a strong competence in this area works within timeframes and delegates work appropriately. They plan workloads and break work down into realistic, achievable sub-goals.
Quality Orientation	The capacity to attend to detail, produce work that is accurate and of a high standard - Someone with this competency has high standards. They attend to detail and are systematic and orderly in their work. They see tasks through to the end and stay focused on one task at a time.
Energy and Drive	The capacity to maintain high levels of drive, energy, and enthusiasm - Someone with this competency has high levels of energy and drive and does not tire easily. They are enthusiastic about their work, self-motivated and committed. They take the initiative and display passion and pride in their work.

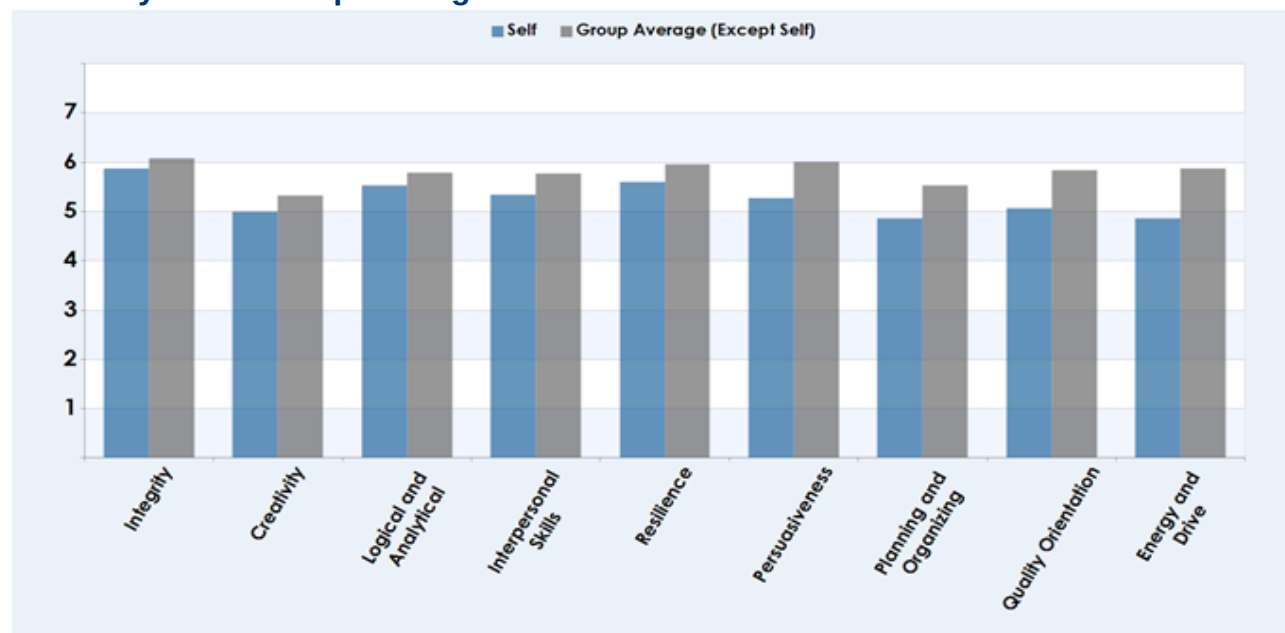
Findings

Summary Chart Group Average 2025

The summary below shows the averages of the feedback across all groups comparing the average of the group to the self-rating. These rate consistently between the 5 and 7 scales, suggesting a moderately high to high result. Noted is that Peter again rates himself lower than his raters in all categories. It is important to note that Peter has rated his resilience lower than on the previous year. Only 4 of the 5 Direct Reports completed the survey.



Summary Chart Group Average 2024



Summary Chart Per Role 2025

The summary below shows the averages of the feedback across each role comparing the averages between the roles and the rating of self. Whilst the scores across roles are consistently above the 5 point it is noted that the high scores from 2024 have dipped towards 6 and in some areas below 6. Notably the scores for the Mayor are significantly lower than that of the Elected Members (Peers) and Direct Reports but consistent with Peters rating of his own performance.



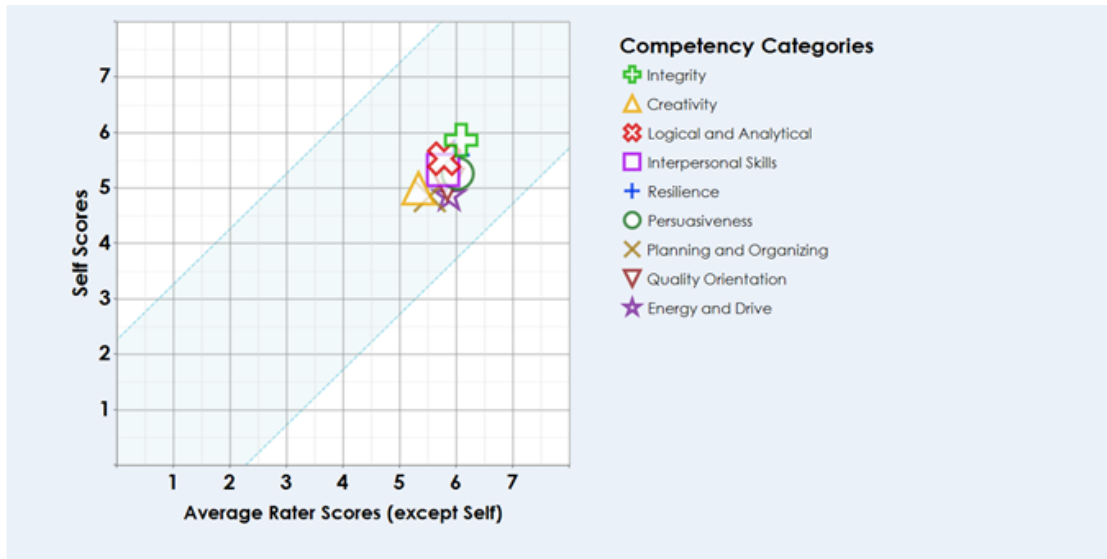
Summary Chart Per Role 2024



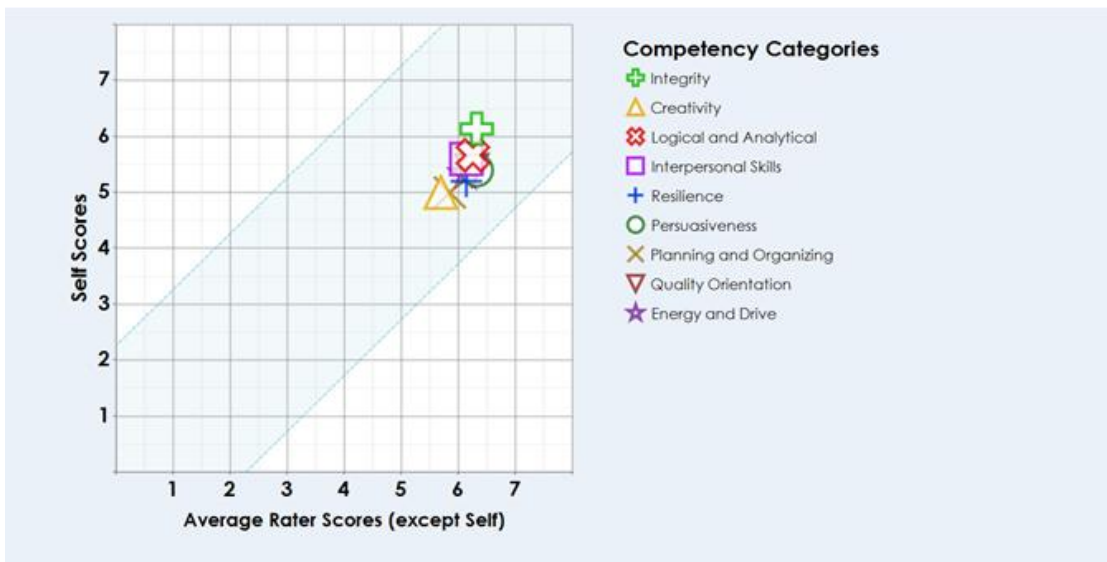
Perception Gaps 2025

This section of the report focuses specifically on the differences between how you perceive your performance and how others view your performance. Exploring perception gaps is essential for gaining insight into the source for rating discrepancies and how to resolve them.

The scores in this chart indicate the CEO's perception of their own skills are consistent with that of the raters and fall into the upper right quadrant which is consistent with good performance. A future expectation would have been to see the scores move higher to the right upper quadrant in this review. By comparison they have moved down slightly but consistent with Peters self-perception scores.



Perception Gaps 2024



Recommendations 2025/26 Comparison

Integrity 2025

1	accurately appraises their ability and limitations	Realistic Self-assessment	5.6
2	does not take unnecessary risks	Risk Avoidance	5.6
3	does not blame other people for mistakes/errors they have not made	Responsibility	5.53
4	is open to discussing work problems/difficulties	Responsibility	5.47
5	accurately appraises personal strengths and weaknesses	Realistic Self-assessment	5.33

Action –Peters scores have dropped below 5.5 in some areas which is a concern if they continue on this path. It would be advisable to explore what significant changes have occurred in the workplace and if there are factors that are situational that will be resolved.

Integrity 2024

accurately appraises personal strengths and weaknesses	Realistic Self-assessment	5.73
accurately appraises limitations in their area(s) of expertise	Realistic Self-assessment	5.73
does not take unnecessary risks	Risk Avoidance	5.73

Monitor

Creativity 2025

1	is good at generating new ideas	Ideas Generation	5.2
2	brings a creative and innovative approach to problem-solving	Innovation	5.07
3	is a prolific ideas generator	Ideas Generation	5.07
4	focuses on the bigger picture rather than on details	Holistic Thinking	4.87
5	has many new, radical ideas	Ideas Generation	3.8

Action – Did any opportunities occur over the past year as recommended and if not why? All scores in this category have dropped suggesting Peter is potentially not getting the opportunity to explore new ideas in terms of time and exposure to new information. Are day to day activities being delegated to others, are people in roles able to be self-sufficient and if not, is this having an impact on Peters ability to operate at the appropriate level of a CEO. More opportunity for strategic thinking to problem solving needs to be prioritised. **Action Recommended**

Creativity 2024

focuses on the bigger picture rather than on details	Holistic Thinking	5.47
is a prolific ideas generator	Ideas Generation	5.47
finds novel, inventive solutions to problems	Innovation	5.4
generates new solutions to problems	Innovation	5.4
has many new, radical ideas	Ideas Generation	3.6

Monitor

Action – explore if Peter is getting the opportunity to explore new ideas in terms of time and exposure to new information. Are day to day activities being delegated to others and more opportunity for strategic thinking to problem solving being prioritised.

Logical and Analytical 2025

1	effectively identifies key issues and arguments	Analytical	5.6
2	is quick to identify relevant information and arguments	Analytical	5.6
3	is good at analysing trends in numerical/statistical data	Numerical Skills	5.47
4	critically appraises new information and ideas	Critical Appraisal	5.27
5	critically scrutinises new ideas/information	Critical Appraisal	5.27

Action – In 2024 none of Peter's scores fell below 5.8 in this category which is the point for monitoring. For 2025 five (5) areas have fallen below the 5.8 mark and so appear for this report to be monitored. **Action Recommended**

Logical and Analytical 2024

No recommendations required

Interpersonal Skills 2025

1	fosters good working relationships with colleagues	Relationships	5.6
2	effectively interprets the nuances in social situations	Empathic	5.53
3	is insightful with regard to others' thoughts/feelings	Empathic	5.53
4	has clear expectations of colleagues/staff	Appropriate Assertion	5.4
5	accurately anticipates others' reactions to events/situations	Empathic	5.2

Action – For 2025 five (5) areas have fallen below the 5.8 mark and so appear for this report to be monitored. It is significant when Interpersonal skill scores drop and increase in the areas that have dropped below 5.8. These scores can suggest tension in the working relationships and potential increase in stress related issues. **Action Recommended**

Interpersonal Skills 2024

has clear expectations of colleagues/staff	Appropriate Assertion	5.67
accurately anticipates others' reactions to events/situations	Empathic	5.6

Monitor

Resilience 2025

3	cope well with stress	Composure	5.73
4	does not easily lose his/her temper	Temperance	5.47
5	does not panic in a crisis	Composure	5.33

Action – For 2025 three (3) areas have fallen below the 5.8 mark and so appear for this report to be monitored. It is significant when Resilience scores drop and increase in the areas that have dropped below 5.8. A drop in Temperance can suggest a lack of tolerance and overall, a decreasing ability to bounce back from disappointment. These scores can suggest potential increase in stress related issues. **Action Recommended**

Resilience 2024

cope well with stress	Composure	5.73
does not panic in a crisis	Composure	5.73

Monitor

Persuasiveness 2025

3	is a good teacher/mentor	Coaching	5.73
4	is good at helping others learn/develop new skills	Coaching	5.73
5	is successful at bringing people round to their point of view	Social Presence	5.2

Action – In 2024 none of Peter's scores fell below 5.8 in this category which is the point for monitoring. For 2025 three (5) areas have fallen below the 5.8 mark and so appear for this report to be monitored. **Action Recommended**

Persuasiveness 2024

No recommendations required

Planning and Organising 2025

1	effectively breaks work down into achievable sub-goals	Planning	5.4
2	plans flexibly for foreseeable contingencies	Planning	5.33
3	delegates work appropriately	Delegation	4.93
4	happy to delegate work to others	Delegation	4.87
5	delegates appropriate levels of work to colleagues/subordinates	Delegation	4.8

Action – For 2025 five (5) areas have fallen below the 5.8 mark and so appear for this report to be monitored. A lack of delegation either by choice or by situation is not sustainable in the long term and should be addressed. **Action Recommended**

Planning and Organising 2024

effectively breaks work down into achievable sub-goals	Planning	5.67
effectively anticipates problems	Future Orientated	5.47
delegates appropriate levels of work to colleagues/subordinates	Delegation	5.47
delegates work appropriately	Delegation	5.4
happy to delegate work to others	Delegation	5

Monitor

Quality Orientation 2025

1	stays focused on the task at hand	Task-Focus	5.67
2	ensures tasks are completed	Task Finishing	5.67
3	is a good completer/finisher	Task Finishing	5.53
4	does not make careless mistakes	Detail Consciousness	5.33
5	focuses on one task at a time	Task-Focus	4.13

Action – For 2025 five (5) areas have fallen below the 5.8 mark and so appear for this report to be monitored. Task Focus had dipped significantly and is not sustainable in the long term and should be addressed. **Action Recommended**

Quality Orientation 2024

focuses on one task at a time	Task-Focus	4.67
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Action – explore delegating day to day tasks and context of multiple tasks. Are there too many things on the plate for a prolonged period of time? If so, are these working styles sustainable for the individual. **Monitor**

Energy and Drive 2025

1	is ambitious and is driven to succeed	Self-motivation	5.73
2	achieves results	Results Orientated	5.67
3	is effective in encouraging and enthusing others	Motivating	5.4
4	motivates others	Motivating	5.33
5	has the ability to get the best out of people	Motivating	5.07

Action – For 2025 five (5) areas have fallen below the 5.8 mark and so appear for this report to be monitored. Motivating has dipped significantly and can reflect a decrease in Peters ability to recover from disappointment or sustained difficulties over time. **Action Recommended**

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Energy and Drive 2024

has the ability to get the best out of people

Motivating

5.67

Monitor

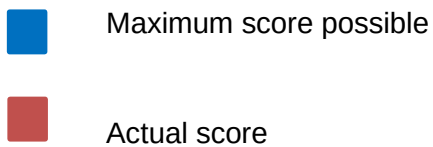
Performance Criteria Results

The performance criteria are reviewed by the members of council and was sent to 10 members including the Mayor. Of the 10 members 9 have completed the review.

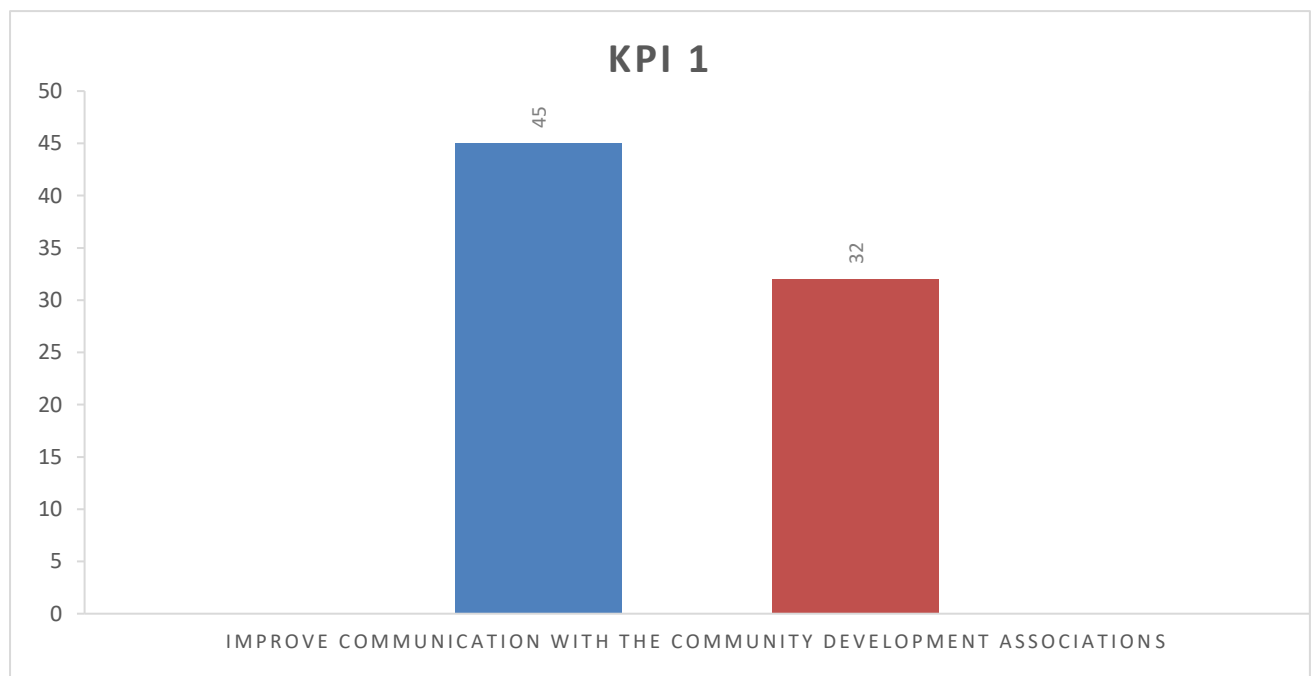
The following charts reflect the results of the elect member rating of the CEO performance against the performance rating scale.

Legend

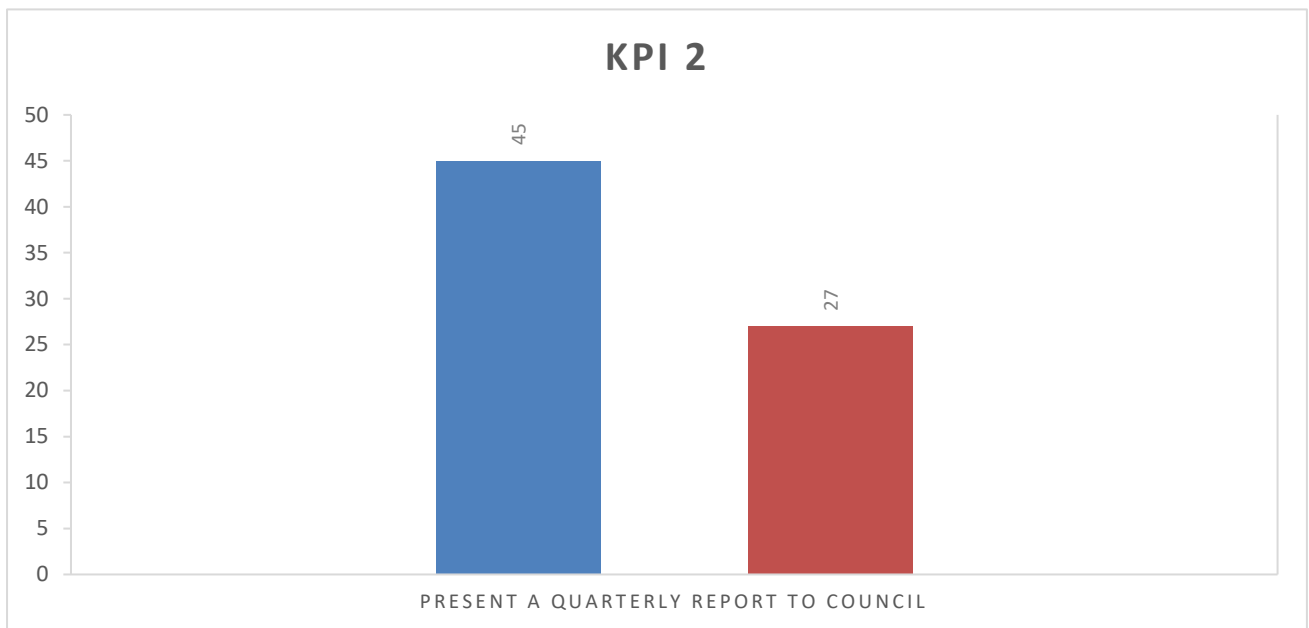
The scores reflect the maximum score achievable, designated in **blue**, as forty-five (**45**) points derived from the highest score being five (**5**), by the maximum number of respondents being nine (**9**).



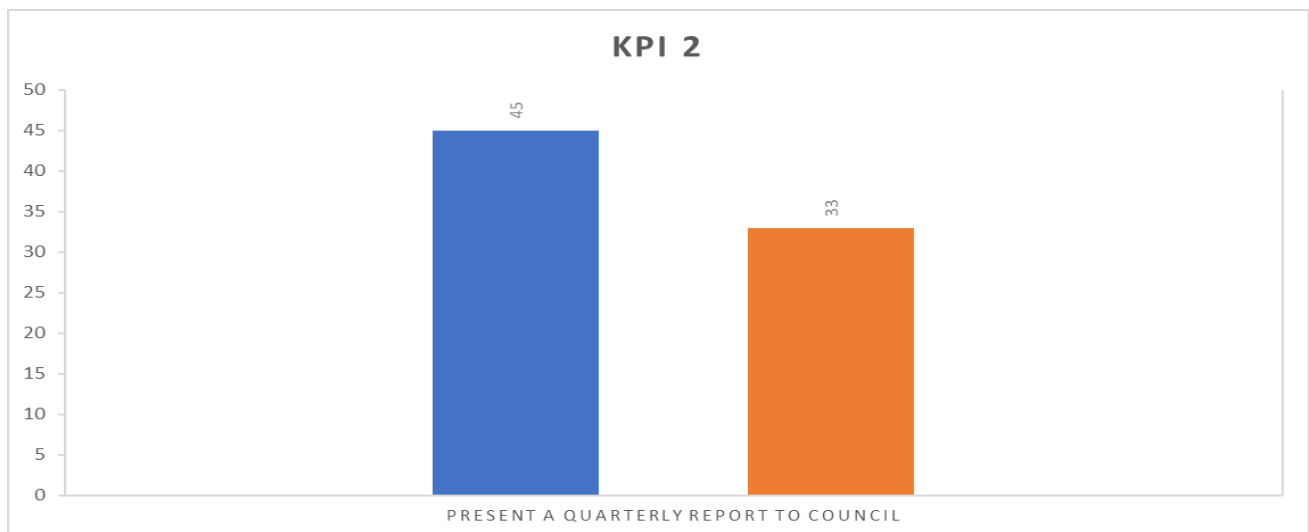
KPI 1 Community Engagement 2025



KPI 2 Organisational Culture 2025

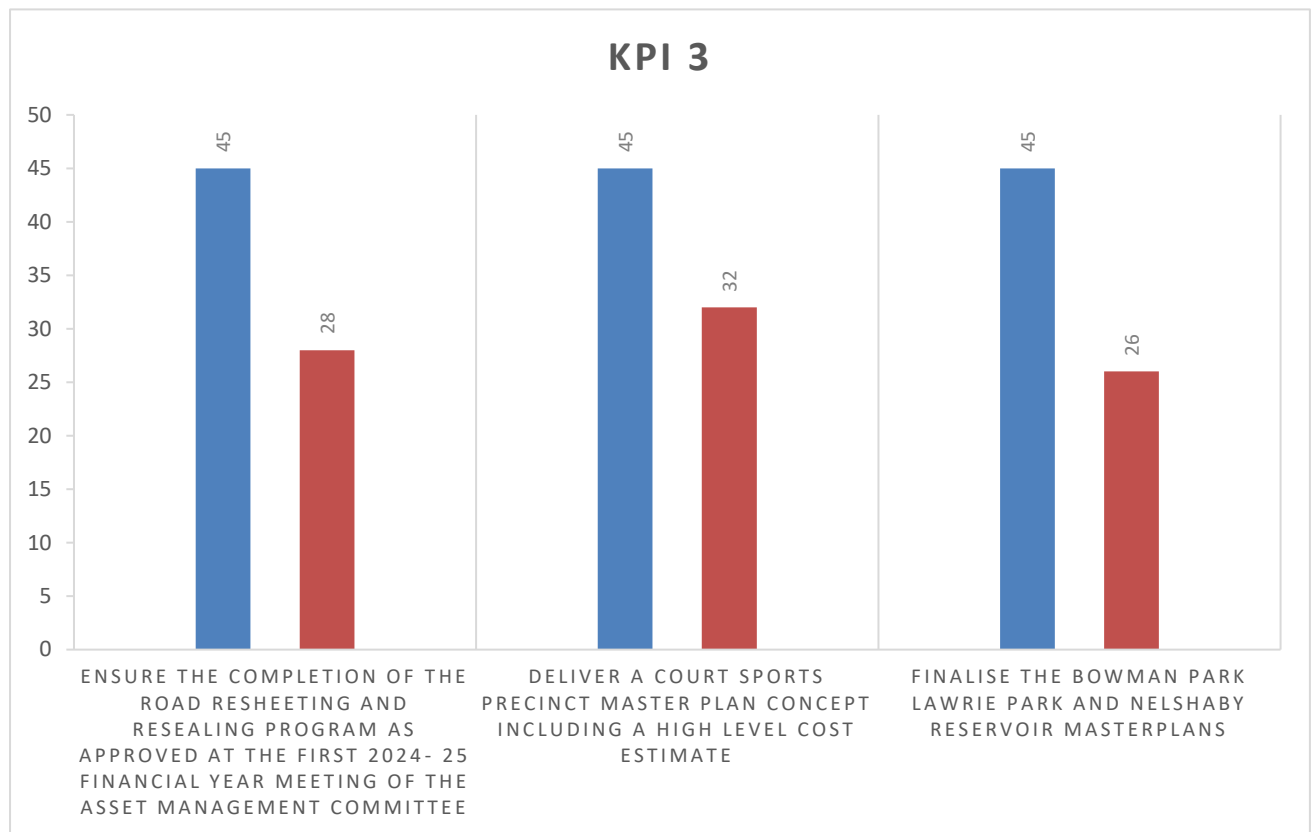


2024

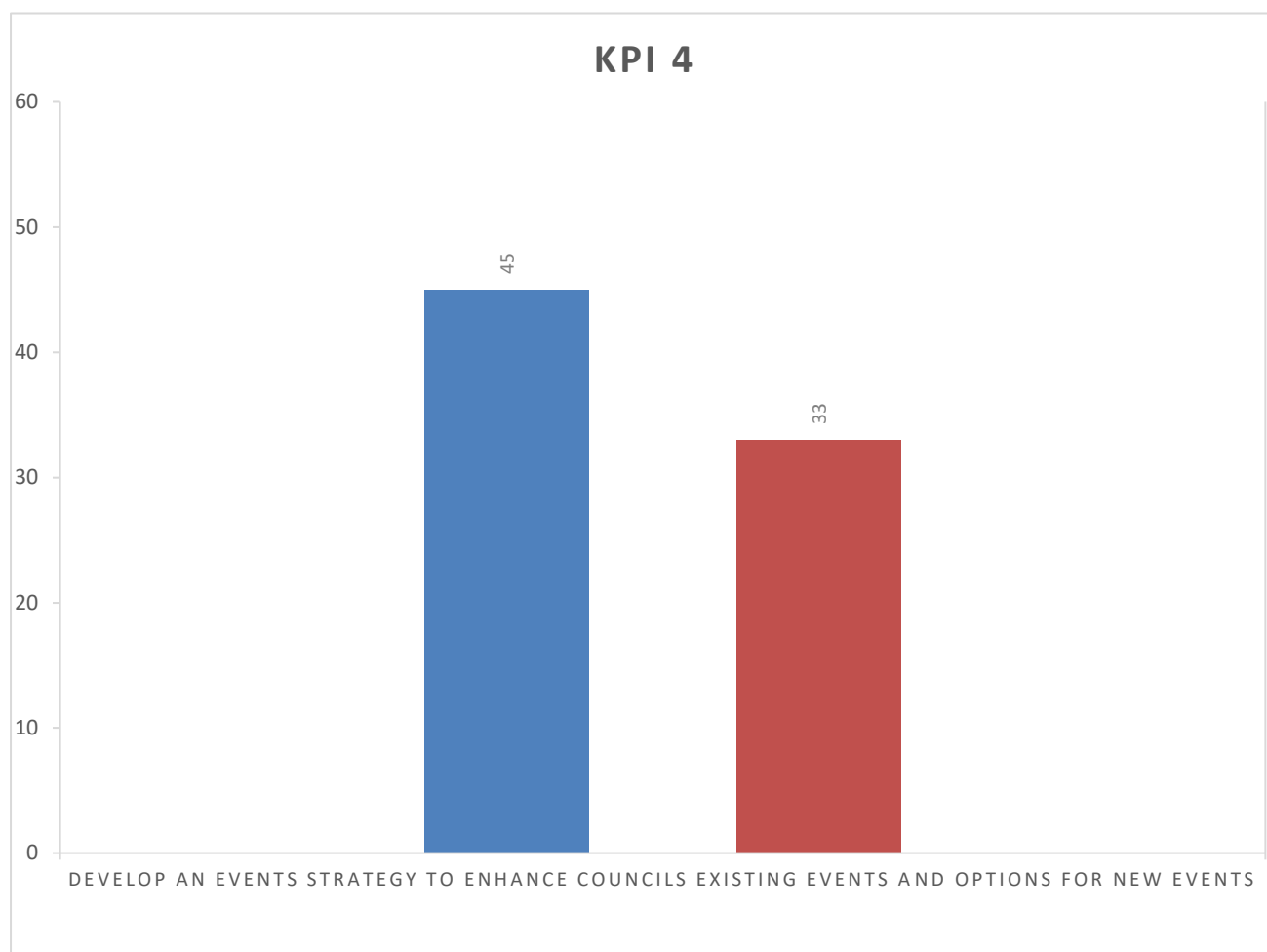


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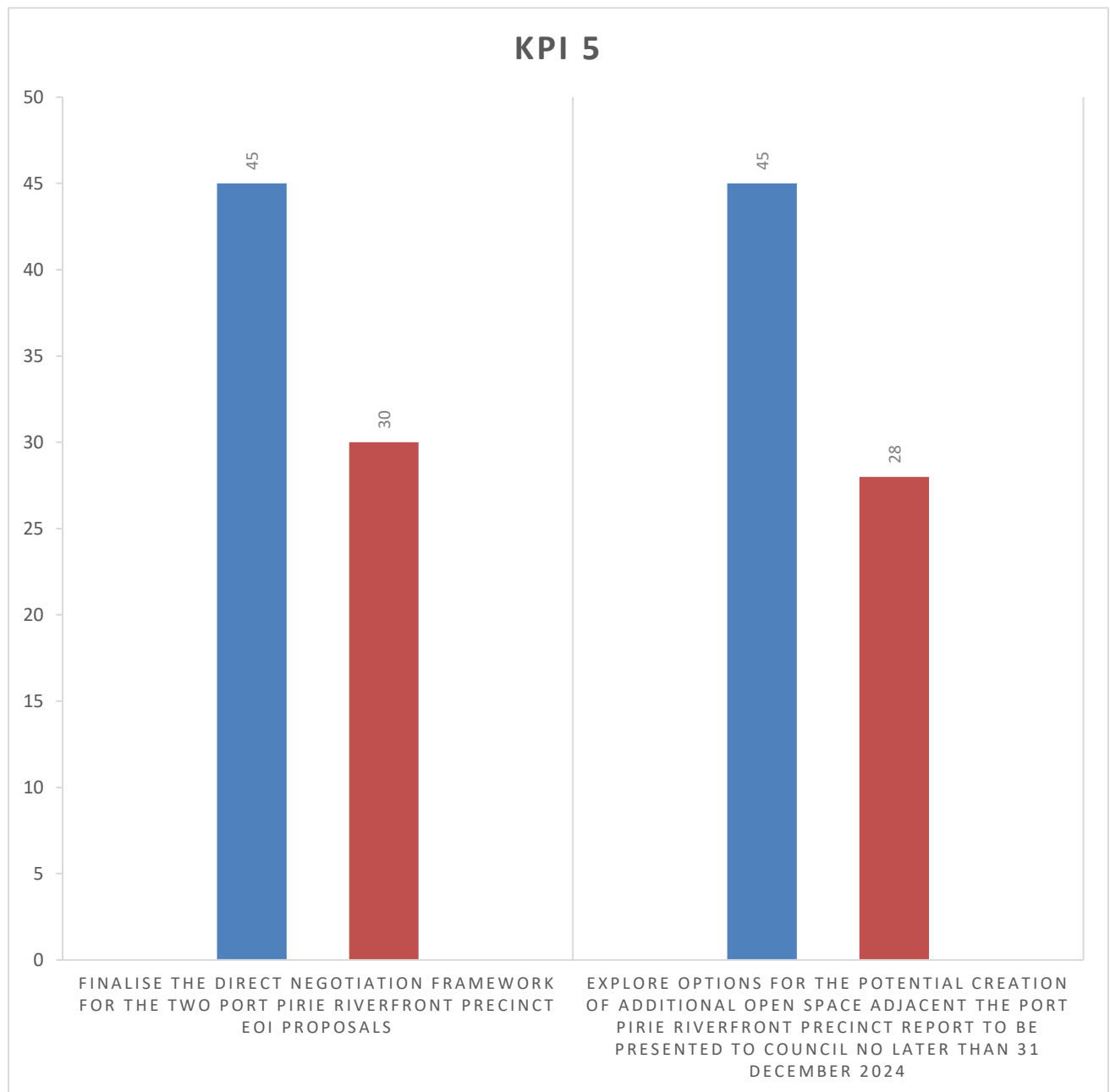
KPI 3 Capital and Strategic Projects 2025



KPI 4 Operations



KPI 5 Economic



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Performance Rating Scale

The following performance scale has been utilised for the achieving of KPI's.

PERFORMANCE RATING SCALE	
Rating	Definition
5	Exceptional <ul style="list-style-type: none">• A standard of competency / performance / achievement that far exceeds overall requirements.• Ability, initiative, and creativity far beyond the normal requirements for the job.• Achievement and influence go beyond the immediate job.• Behaviour always exemplifies commitment to constructive culture.
4	Highly Commendable <ul style="list-style-type: none">• A standard of competency / performance / achievement that clearly exceeds the overall requirements.• Achievement goes beyond the immediate job.• Looks for opportunities and shows initiative and creativity.• Behaviour consistently demonstrates commitment to constructive cultures and sets an example for others.
3	Competent <ul style="list-style-type: none">• A standard of competency / performance / achievement that meets the requirements.• Developing within the position.• Behaviour demonstrates commitment to constructive culture.
2	Below Required Performance <ul style="list-style-type: none">• A standard of competency / performance / achievement that meets minimum requirements.• Performance improvement is required in some areas (could be new to role).• Behaviour often falls below the expected standards of a constructive approach.
1	Unacceptable <ul style="list-style-type: none">• A standard of competency / performance / achievement that requires significant improvement• Behaviour rarely demonstrates constructive approach.• Performance is below acceptable levels and improvement is essential.

Future Priorities

The following information was collected by survey of the elected members to assist in the determination of the KPI's for the next 12 months. This list will be condensed and agreed to by the CEO review panel for endorsement by council in conjunction with the long-term strategic plan.

Corporate

- Improve staff retainment.
- Prioritise strengthening our workplace culture and addressing factors contributing to staff turnover to improve retention and engagement.
- Ensure the proposed Capital Works program is revised to meet budgets as per the Long-Term Financial Plan and works are completed within budget.
- Develop a timeline to review all Council directorates and departments to identify core business and staffing requirements and efficiencies
- Financial Sustainability - Budgets are corrected to take into account future asset re-evaluations.
- Focus on completing projects on schedule and minimise carryovers to ensure efficient use of resources, better planning, and timely delivery of services for our community.
- Consider the recent ESCOSA recommendations and develop strategies and actions as mitigations to said recommendations.
- Develop strategies to improve the visibility of Executive staff within Council and in the community.
- Events calendar
- Accuracy

Infrastructure

- "Begin sealed bike/walk path around Port Pirie Golf Course - linked to existing new paths along Three Chain Road.
- Complete water feature and pump track at Beach (priority).
- Thorough investigation on all works to be carried out. To have \$60k allocated to Rangeview Rd at Warnertown is unnecessary and there are likely other works like this which are not needed in the Budget."
- Completion of riverfront (beach) project; including pump track edging and seating, water play (redesign and construct), basketball court art, deck/jetty, playground (including garden, seating and fencing)
- Prioritise all road works to concentrate on the high priority resealing/re-sheeting and required maintenance only. Ensure all works are completed within budget.
- Deliver high quality capital projects on time and on budget.
- Maintain current assets - Real scrutiny of future capital works to be undertaken to ensure capacity to deliver.
- Transparent and easily viewed rural roads program on website
- Complete project to em standard
- Completion of the unsealed road network resheeting program as initially budgeted for and ongoing maintenance (grading)
- Look into re-doing a lot of the line marking around the region as it was recently brought to my attention that it is barely visible on several roads.

- Review the amount of contractors used to identify opportunities to improve the availability of an internal workforce that reduces the reliance on contractors
- Listen to Access & Inclusion reference group
- Keep region tidy and well maintained

Operations

- Have staff members look around whilst they're working, driving around the city/region. So many easy things can be done to make our footpaths, gardens look better. Set up a reward program of some description to encourage employees to engage and gain a "care factor"
- Continue to improve service efficiency and delivery improving both satisfaction and outcomes regarding customer requests and communication
- There was some good work done on cost cutting and use of best practice procedures at the start of our term that seems to have stalled. Look to get this happening again.
- Identify in all proposals the costs to deliver projects internally, and if not possible, identify, why
- Delivery of Services - Ensure planned works are complete.
- Ensure we have competent workforce.
- Gain control of culture
- Improve operational efficiency and attention to detail in project execution. Ensure every project incorporates all necessary details especially those critical to elected members and maintain a high standard of quality
- Look into the low job retention rate currently at council and if there is anything that can be done to attract more long-term employees.
- Identify and implement strategies to reduce the number of customer requests by using the information gained to change and improve work practices. This should lead to less requests per area.
- Ensure timelines and fiscal responsibility of projects.
- Coms improvements, and swiftly implement customer requests

Economic

- "Continue to work closely with Regional Development Australia and explore any new options.
- Spend more time on engaging with ""possible"" options, rather than projects which are ""pie in the sky"".
- Keep it simple."
- Focus on supporting local businesses, attracting new industries and creating opportunities for job growth to strengthen our economy and provide more employment options for our community.
- Finalise the proposed Riverbank Precinct developments.
- Identify strategies to attract new businesses to Port Pirie
- Attract further business - Maintain current engagement with large business to encourage development within the region.
- Riverfront development sorted
- Southwest drainage completed
- Finalise the southwest drainage system project and implement to support the growth of our community and address the current housing challenges in the region.
- Continue to provide positive support for any new future developments earmarked for the region.
- Work with other agencies to develop a regional housing strategy

- Social Enterprise at Waste Transfer Station on waste refurbishment
- Complete waterfront

Futures

- Continue to work towards options for Bowman Park - it remains a diamond in the rough.
- Completion of the Heritage tourist trail with launch via social media and website
- Put an action plan in place for Lawrie Park, Nelshaby Reservoir and Bowman Park recreation areas in line with their respective master plans
- Develop a Playground Plan to enhance playgrounds in the Council area and incorporates community feedback so we are not just replacing like for like.
- Tourism - Continue development of the Flinders Ranges.
- Foreshore to be correctly completed
- Introduce a events coordinator
- Strengthen community engagement and collaboration involve community members, businesses and stakeholders in future planning and decision making to ensure long term goals align with regional needs and aspirations
- Concentrate on being a sustainable business, bit less of the flashy nice to have stuff and more of the down to earth day to day stuff.
- Identify ways to improve the appearance of the Wharf area in Port Pirie.
- Keep Kicking Goals!
- Crystal Brook pool heating report

End of Document

**MINUTES OF THE CEO PERFORMANCE REVIEW COMMITTEE MEETING
HELD ON WEDNESDAY 9 APRIL 2025 AT 5.04PM IN THE COUNCIL
CHAMBER, PORT PIRIE REGIONAL COUNCIL ADMINISTRATION OFFICE,
115 ELLEN STREET, PORT PIRIE.**



ACKNOWLEDGEMENT

We acknowledge and respect the traditional custodians whose ancestral lands we are meeting upon here today.

We pay tribute to those who have served and continue to serve this great country, we pay tribute to our first responders and recognise the multicultural community that makes this region so unique.

1.0 ATTENDANCE:

1.1 Present

His Worship the Mayor L Stephens, Deputy Mayor Cr A Zubrinich, Cr K Jackson (arrived 5.07pm) and Cr L Peters (Chairperson)

Kate Carmody, Executive Assistant (Minutes)

Invited Guest

Deirdre Albrighton, Albrighton Consulting (joined the meeting via MS Teams at 5.13pm).

1.2 Apologies

Nil

1.3 Leave of Absence

Nil

1.4 Non-Attendance

Nil

2.0 CONFIRMATION OF MINUTES:

2.1 CEO Performance Review Committee Meeting 26 February 2025

MOVED Cr Zubrinich SECONDED Mayor Stephens

CE009/25 That the Minutes of the CEO Performance Review Committee meeting held on 26 February 2025 be received and confirmed.

CARRIED

3.0 MATTERS ARISING FROM MINUTES:

Nil

4.0 DECLARATION OF INTERESTS:

Nil

5.0 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY:

5.1 Chief Executive Officer Performance Review 2024/25 – Performance Appraisal Report

Pursuant to Section 90(3)(a)

MOVED Cr Zubrinich SECONDED Mayor Stephens

CE010/25 Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of K Carmody, Executive Assistant and Deirdre Albrighton, Albrighton Consulting be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Chief Executive Officer

Performance Review 2024/25 – Performance Appraisal Report to enable the Committee to consider Item 5.1 in confidence on the basis the Committee considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information relating to Item 5.1:

- information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable

being information relating to the Chief Executive Officer, which is sensitive as details of his performance will be discussed.

Accordingly, on this basis, the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

CARRIED

Cr Jackson joined the meeting at 5.07pm.

Deirdre Albrighton joined the meeting at 5.13pm.

Deirdre Albrighton left the meeting at 5.45pm.

- CE011/25** **MOVED Mayor Stephens SECONDED Cr Zubrinch**
That:
- the Performance Appraisal Report from Albrighton Consulting be released to the Chief Executive Officer for his review;
 - that the Executive Assistant schedule a meeting between the Chief Executive Officer, Committee Chairperson and Deirdre Albrighton to discuss the Report; and
 - that the Report be considered by Council at the next Ordinary meeting.

CARRIED

- CE012/25** **Section 91(7) Order**
MOVED Cr Jackson SECONDED Cr Zubrinch
Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the agenda reports, attachments and discussion relating to Agenda Item 5.1 Chief Executive Officer Performance Review 2024/25 – Performance Appraisal Report shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Sections 90(2) and (3)(a) of the Act on the grounds that the documents relate to information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable, being information relating to the Chief Executive Officer which is sensitive as details of his performance will be discussed.

This order shall operate for a period of six (6) months or until the process has been finalised.

**Pursuant to Section 91(9)(c) of the Local Government Act 1999,
the Council delegates to the Chief Executive Officer (or his
delegate) the power to revoke this order in whole or part.**

CARRIED

6.0 NEXT ORDINARY MEETING:

9 July 2025 at 5.00pm.

7.0 CLOSURE:

The meeting closed at 5.47pm.

CHAIR

ORDINARY MEETING OF COUNCIL 23 April 2025



Members of Council

His Worship the Mayor L Stephens
Councillors:
Deputy Mayor Cr A Zubrinich,
Cr J Connor, Cr A Gulin, Cr M Hopgood,
Cr K Jackson, Cr J Joyce, Cr J Keain,
Cr G Petagna, Cr L Peters

Confidential Agenda

The business to be considered at the above-mentioned meeting
is set out in the attached Agenda.

Peter Ackland
Chief Executive Officer
17 April 2025

AGENDA

- 16 Items for Consideration as to Confidentiality 3**
 - 16.1 Contract 2025/166 Cemeteries Management and Maintenance 3
 - 16.2 CEO Performance Review Committee Meeting held 9 April 2025 (under
separate cover)

16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY**16.1 CONTRACT 2025/166 CEMETERIES MANAGEMENT AND MAINTENANCE****Author:** Glenn Miller, Projects & Procurement Coordinator**Authoriser:** Peter Ackland, Chief Executive Officer**File Reference:** 2025.0630

Timeframe:	2024/25 & 2025/26 Financial Years			
Budget Impact:	\$340,000 (excluding GST)			
Risk Assessment:	Primary Risk Type(s):		Reputation	
	Inherent Risk:	Likelihood	Consequence	Rating
		Likely	Moderate	High
	Controls:	<ul style="list-style-type: none"> Execute new agreement with the incumbent contractor for a period of 18 months. Issue tender to market toward the end of the new agreement to seek competitive pricing for this service. 		
	Residual Risk:	Unlikely	Insignificant	Low

STRATEGIC REFERENCE:	
Theme	Our Lifestyle
Goal	Infrastructure
Strategy 3.2.3	Council provided assets are fit for purpose, proactively maintained and renewal recognises future demand.

RECOMMENDATION
<p>That Council:</p> <ul style="list-style-type: none"> waive the application of Council's Procurement Policy as per Clause 9.2 and approve the single sourcing of The Trustee for the DECO Unit Trust for a new contract for the service of Cemeteries Management and Maintenance, on the basis that they are the incumbent contractor for this service and that the duration of the new contract will allow Council staff to complete the transition of the new cemetery records system, training of new staff to perform the management of this contract and undertake a review of the most appropriate method of delivery of the required services including possible undertaking of aspects of the service in house or via contractor; and award a contract to The Trustee of the DECO Unit Trust for the Cemeteries Management and Maintenance under Contract 2025/166 Cemeteries Management and Maintenance up to the amount of \$340,000 (excluding GST).

EXECUTIVE SUMMARY
The current service contract with The Trustee for the DECO Unit Trust (DECO) for the day-to-day management of Council's eight (8) separate cemeteries is due to expire on 30 April 2025.

The contract requires the contractor to perform the agreed management and maintenance of these cemeteries including the provision of all labour, materials and equipment (vehicles and plant) required to perform burial liaison/scheduling/ground preparation, manage grave lease documentation/registers/maps/payments and maintain the landscaping.

It is proposed under this report that DECO be awarded a new contract for a further 18 months, after which the service will be tendered to the open market to seek competitive pricing for any future contracts beyond this new engagement.

DISCUSSION

Council has allocated funds of \$220,000 in its 2024/25 Operational Expenditure Program for the Cemeteries Management and Maintenance service with a further \$231,000 proposed for the 2025/26 financial year.

PROPOSED WORKS

The day-to-day management of Council's eight (8) separate cemeteries is currently being performed by the DECO as Council's appointed contractor since 2007. The current agreement for this service, which was executed in 2019 for a period of 2 years with the options of 2 additional 2-year periods at Council's discretion (total of 6 years) is now due to expire on 30 April 2025.

The management and maintenance are outsourced to DECO (in accordance with the contract function list responsibility) who supplies all labour, materials and equipment (vehicles and plant) required to perform burial liaison/scheduling/ground preparation, manage grave lease documentation/registers/maps/payments and maintain the landscaping. This service is contracted externally as Council does not have its own labour and equipment resources to manage and operate each of the 8 cemetery sites to the level of service required.

TERM OF CONTRACT

The term of the contract is for a period of 18 months, commencing on 30/04/2025, with no options for extensions.

FEE ASSESSMENT

DECO is currently paid an annual lump sum fee of \$220,0000 (excluding GST and CPI adjusted) to perform the service. This figure has been used as the basis for the new agreement going forward.

PERFORMANCE ASSESSMENT

DECO has met the required level of performance for the criteria of Work Health and Safety, quality and reporting as set out in the current agreement and delivered the works to a high level of service.

OVERALL FINDING

DECO has performed this work to a high level of service and are Council's preferred contractor being locally based and operating other services that synergise with this work including Meschke Funerals and Northern Memorials.

To maintain the continuation of this service it is proposed that DECO be awarded a new service agreement for a period of 18 months, after which Council will then perform a market approach in the form of a tender for these service for any future contracts.

The strategy to not issue a tender at this time is due to the following reasons:

- Council is in the process of finalising the Cemetery Master Plan, which DECO has been engaged in as a stakeholder.
- Changes to the record keeping software for recording of cemetery data is underway and will require input from DECO.
- Changes to long term staff in the near future who are currently managing this contract which could result in an initial potential knowledge gap.
- The new contract period will allow time to review the scope of services currently captured in the contract, consider the most appropriate method to deliver the various aspects of the services, including whether some current contracted services could be delivered direct by Council, and some tendered.

TIMING AND BUDGET

Total funding of \$220,000 has been allocated to Cemeteries Management and Maintenance in the 2024/25 Operational Expenditure Budget with a further \$231,000 proposed for the 2025/26 financial year. The cost to award the new 18-month contract will come to a total of \$340,000 as proportioned over the two financial years.

Should Council agree to the recommendation, DECO will be engaged, and the services be performed until 30 October 2026.

ATTACHMENTS

Nil

**MINUTES OF THE CEO PERFORMANCE REVIEW COMMITTEE MEETING
HELD ON WEDNESDAY 9 APRIL 2025 AT 5.04PM IN THE COUNCIL
CHAMBER, PORT PIRIE REGIONAL COUNCIL ADMINISTRATION OFFICE,
115 ELLEN STREET, PORT PIRIE.**



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CHAIR



CEO Review Report

Deirdre Albrighton

April 2025

ALBRIGHTON & CONSULTING
TRAINING & SERVICES

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4 April 2025

Ms Leeanne Peters
Chair CEO Review Panel
Port Pirie Council

Dear Leanne

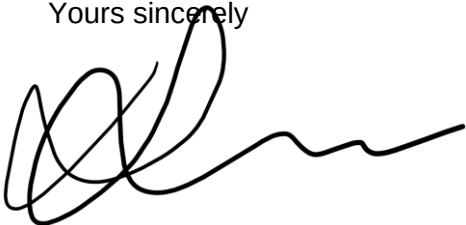
Report for Chief Executive Officer Annual Review

Thank you for the opportunity to assist Port Pirie Council with the second review of your CEO, Mr Peter Ackland.

Here in is the final report, incorporating the 360 professional feedback key performance criteria results, and the outcomes of the key priorities for the consideration of yourself and elected members.

It has been an absolute pleasure working with you, the staff, and elected members of the council, and we look forward to the opportunity of working with you again to deliver a positive outcome for your council and your community.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Deirdre Albrighton', with a stylized, flowing script.

Deirdre Albrighton
Director Albrighton Consulting

Email: deirdre@albrightonconsulting.com.au

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About Albrighton Consulting



Deirdre Albrighton, Director

Deirdre is an experienced human resources/people and culture professional. She has been responsible for the leadership, management, and development of human resource functions across commercial and government sectors locally, nationally, and internationally. These human resources roles require the development and implementation of business-focused culture enhancing human resource strategies, policies, and practices.

Key areas of her expertise include performance review of CEO and senior executives, recruitment and selection, performance management, induction, outplacement, learning, and development including coaching, employee engagement and succession and workforce planning, industrial relations, WH&S including workers compensation, remuneration and benefits, and organizational design. More recently Deirdre has specialised in the review of CEO's for both Local Government and Not for Profit sectors, aligning Values within the organisation, and building capacity and capability of regional and rural communities.

As a Management Consultant, Project Manager and Educator with over 25 years' experience in both public and private companies, government departments, state and federal, Deirdre has a comprehensive background in conducting performance reviews. The methodology provides management with the opportunity to conduct an open, two-way discussion with an employee that determines what ongoing development needs should be addressed during the coming year.

Deirdre is also widely skilled in facilitation, coaching and the delivery of psychometric testing for recruitment and online psychometrics. Deirdre has a Master of Education (Leadership and Management), Graduate Certificate in Public Sector Management, BA in Sociology, Policy and Management and Diploma in Training Assessment and Design. Deirdre is also an accredited deliverer of GeneSys Psychometric tools including 360 programs.

The Brief

The Port Pirie Council sought a partner for the provision of services in the undertaking of the Chief Executive Officer Annual Review as required under Section 102A of the Local Government Act 1999.

This activity incorporated both the review and a survey of elected members to determine the achievement outcomes, and key priorities for the consideration of the council for the next 12-month period.

The data and the recommendations for the CEO review are contained in this report.

Our Solution

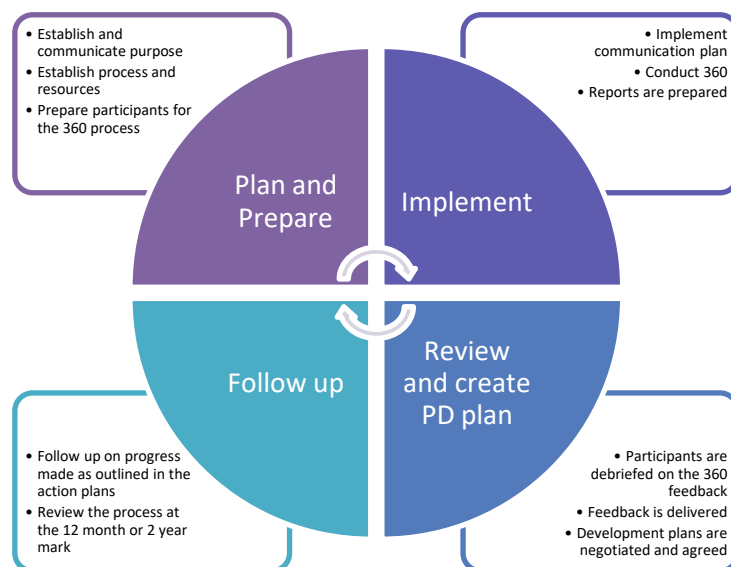
Part 1

360 Evaluation Process & Methodology

As part of the 360 Performance Review services offered by Albrighton Consulting, our consultants will:

- Facilitate initial briefing/workshop meeting with staff, and nominated contact from the council
- Run the 360-process using Genesys¹ Online Assessments and develop the report
- Formulate development plans
- Facilitate the debrief
- Meet with the CEO, Management and Council as requested

Methodology used



¹ <https://psytech.com/Systems/PsytechGeneSysOnline>

GeneSys Online is an assessment administration platform designed to administer, score and report on the extensive range of occupational assessments and solutions offered by Psytech International. Providing access to supervised, remote unsupervised, group managed supervised and answer sheet administration and other features such as ideal profiling, 360-degree project management and much more.

A successful evaluation process will have a number of key traits; it should:

- Be constructive.
- Have both a past and future focus.
- Provide sufficient mechanisms to bring elected members' instincts to the surface.
- Provide for multiple sources of input.
- Allow for realignment of future goals; and
- Emphasise the persons personal development.

Performance criteria

This process is to measure the success of the previous priorities for the CEO according to a rating process as determined by the Council and in conjunction with the CEO's contract. In this process we survey the Elected Members to determine their ratings of the CEOs past performance on strategic priorities. This is facilitated through a confidential online data collection survey. The data formulates part of the final report.

Priorities achievement

Using an online data collection tool, we capture the elected members rating from 1-5 as to the achievement of the priorities as determined and agreed by council.

CEO 360

360° appraisals compare an individual's self-ratings on a number of behavioural competencies to the ratings provided by other individuals who regularly interact with them at work. These "raters" are grouped by the nature of their relationship with the individual being appraised to be a manager a peer, a direct report, or other key stakeholders such as clients.



In this instance, the participants were the **CEO** (self), **Mayor** (manager), **selected staff** (direct reports), and **elected members** (peers).

The results are based on the questionnaires completed by the CEO and the various raters involved in the 360° appraisal. The questionnaires focused on the CEO's behaviour in the workplace and the way they perform in relation to the competencies being measured.

The information contained in this report provides insight into their strengths and weaknesses within the competencies as well

as any differences that might exist between their perception of their behaviour and that of others. The information can be used to enhance the CEO's self-awareness and better engage in personal and professional development.

Rating Scale

A 7-point rating scale was used in the 360 questionnaires. The below table lists the level descriptions, and the numerical values associated to each. These numerical values form the basis for all further analysis and data representation.

Value	Level Description
7	Always
6	Almost Always
5	Often
4	Sometimes
3	Rarely
2	Almost Never
1	Never

The Competency Framework

Competency Framework	
Category Name	Definition
Integrity	The tendency to be trustworthy, reliable, and honest - someone who has a strong competency in this area can be relied upon to work independently, with only minimal supervision. They avoid taking inappropriate risks, are responsible and can be relied upon to act with due diligence.

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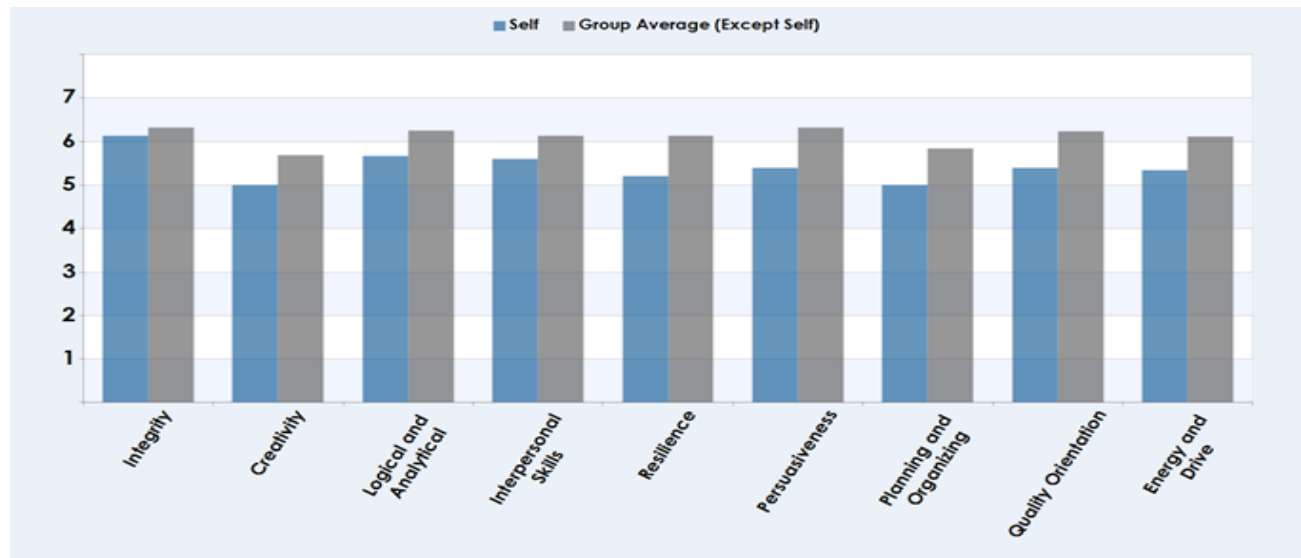
Creativity	The capacity to think and act in a creative and innovative manner - someone who has a strong competence in this area is good at generating novel, innovative ideas. They are often described as having the ability to 'think outside of the box', in strategic ways. They often come up with original, creative solutions to problems.
Logical and Analytical	The capability to think in a logical and analytical manner - Someone who has a strong ability in this area is very rational. They base their decisions on a logical analysis of all the relevant information. They have a well-tuned critical faculty and an ability for understanding mathematical/numerical problems.
Interpersonal Skills	The capacity to build rapport with other people in a positive manner – Someone who has a strong competence in this area has a high level of interpersonal sensitivity and empathy. They are good at building and maintaining harmonious relationships, at resolving interpersonal conflicts and supporting colleagues.
Resilience	The tendency to remain objective and keep control of emotions in the face in criticism - Someone who has a strong competence in this area copes well with pressure and is generally calm and controlled. They have the ability to cope with emotionally charged situations and are unlikely to get flustered, or lose their temper, in such situations.
Persuasiveness	The capacity to convince others of an opinion both verbally and in writing - Someone who has a strong competence in this area is an effective speaker. They are often charismatic and have a strong social presence. They are good at breaking down communication barriers and bringing people round to their point of view. They communicate clearly and effectively, both face-to-face and in writing.
Planning and organizing	The capacity to effectively organise own and others' work and to plan for all contingencies to ensure optimal outcome - Someone who has a strong competence in this area works within timeframes and delegates work appropriately. They plan workloads and break work down into realistic, achievable sub-goals.
Quality Orientation	The capacity to attend to detail, produce work that is accurate and of a high standard - Someone with this competency has high standards. They attend to detail and are systematic and orderly in their work. They see tasks through to the end and stay focused on one task at a time.
Energy and Drive	The capacity to maintain high levels of drive, energy, and enthusiasm - Someone with this competency has high levels of energy and drive and does not tire easily. They are enthusiastic about their work, self-motivated and committed. They take the initiative and display passion and pride in their work.

Findings

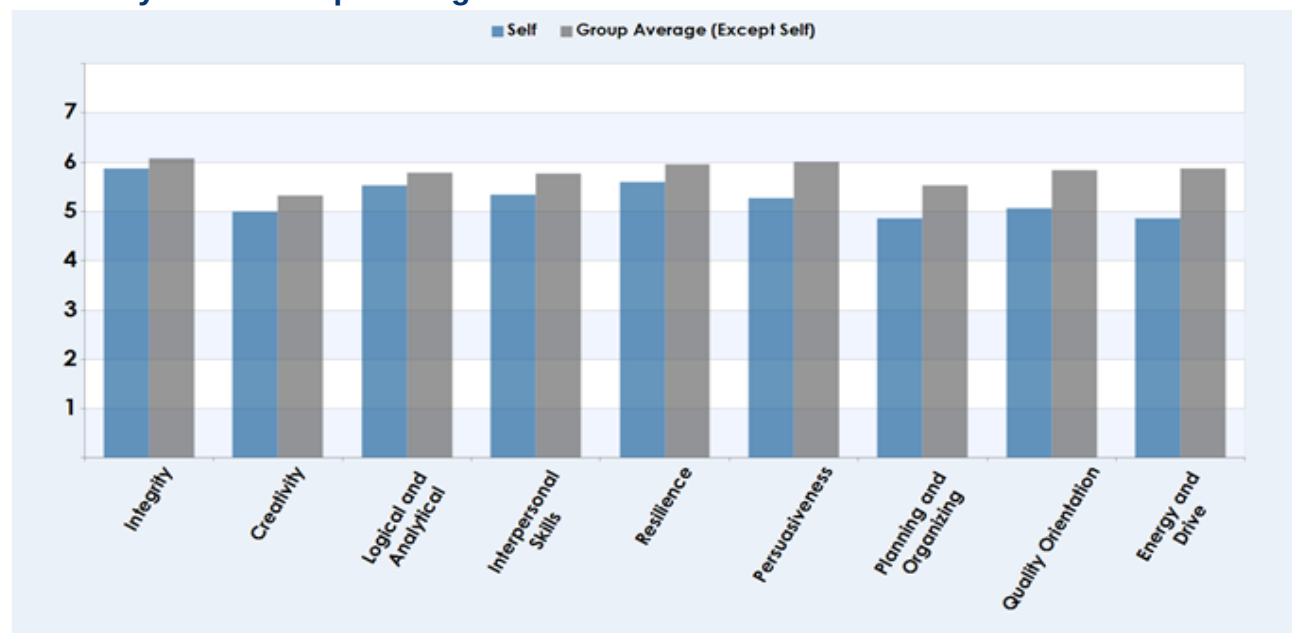
Summary Chart Group Average 2025

The summary below shows the averages of the feedback across all groups comparing the average of the group to the self-rating. These rate consistently between the 5 and 7 scales, suggesting a moderately high to high result. Noted is that Peter again rates himself lower than his raters in all categories. It is important to note that Peter has rated his resilience lower than on the previous year.

Only 4 of the 5 Direct Reports completed the survey.

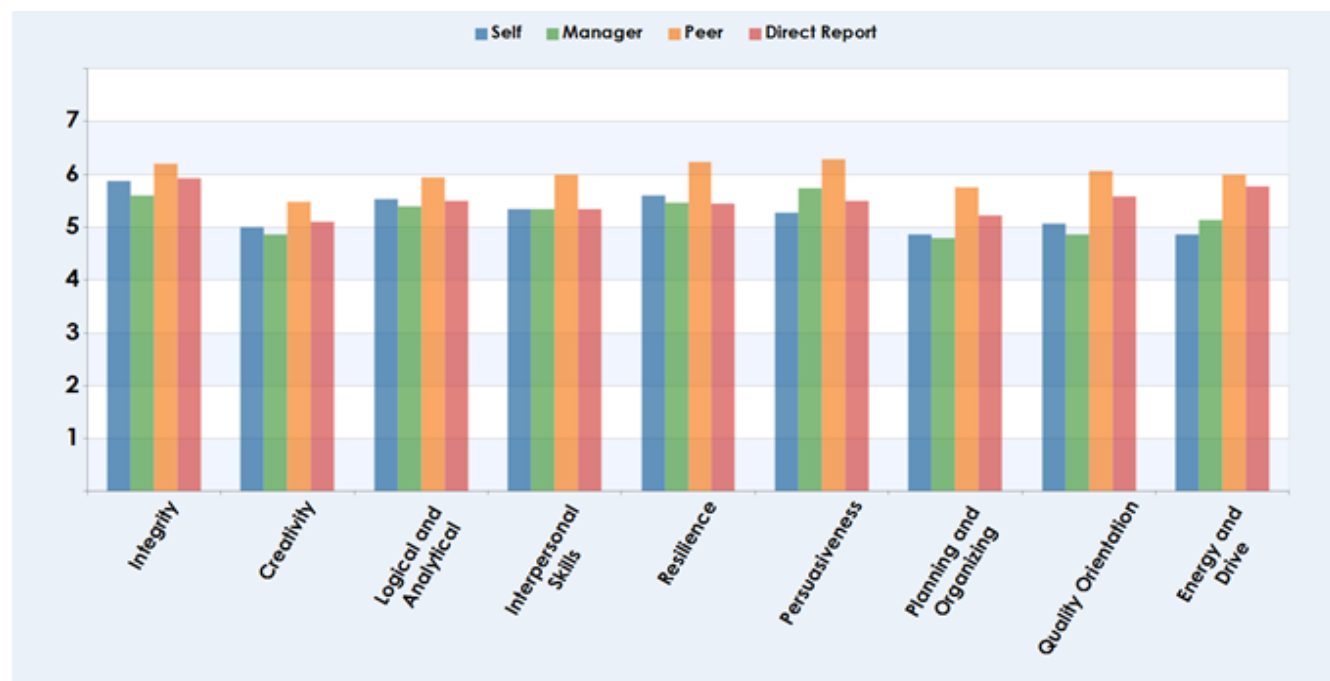


Summary Chart Group Average 2024



Summary Chart Per Role 2025

The summary below shows the averages of the feedback across each role comparing the averages between the roles and the rating of self. Whilst the scores across roles are consistently above the 5 point it is noted that the high scores from 2024 have dipped towards 6 and in some areas below 6. Notably the scores for the Mayor are significantly lower than that of the Elected Members (Peers) and Direct Reports but consistent with Peters rating of his own performance.



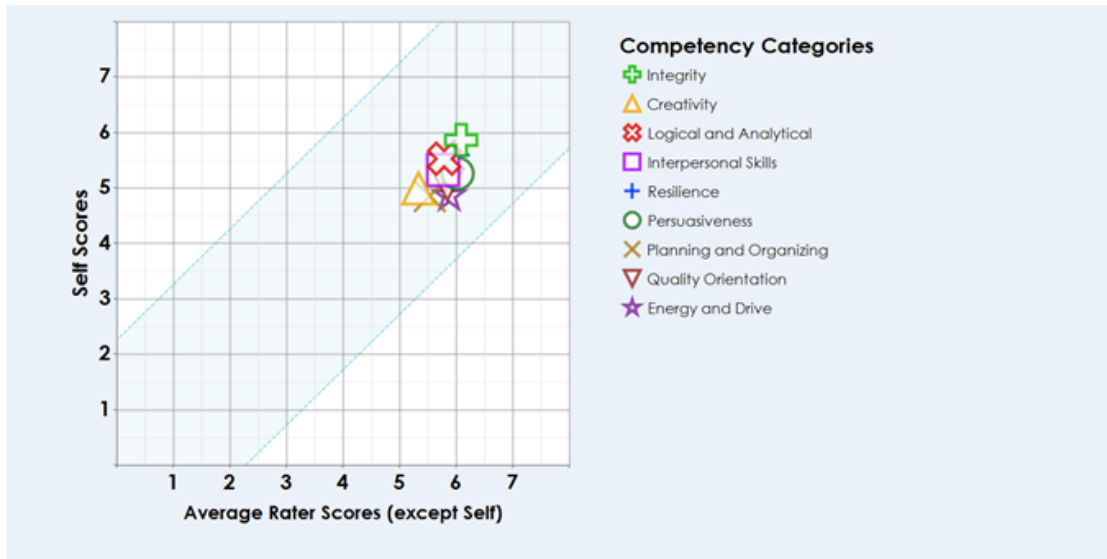
Summary Chart Per Role 2024



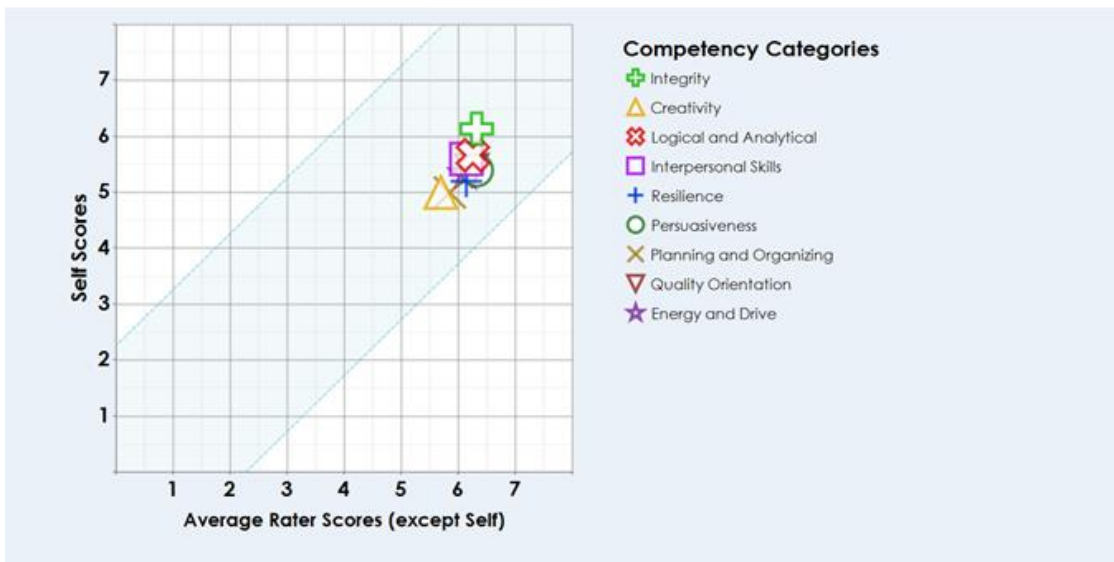
Perception Gaps 2025

This section of the report focuses specifically on the differences between how you perceive your performance and how others view your performance. Exploring perception gaps is essential for gaining insight into the source for rating discrepancies and how to resolve them.

The scores in this chart indicate the CEO's perception of their own skills are consistent with that of the raters and fall into the upper right quadrant which is consistent with good performance. A future expectation would have been to see the scores move higher to the right upper quadrant in this review. By comparison they have moved down slightly but consistent with Peters self-perception scores.



Perception Gaps 2024



Recommendations 2025/26 Comparison

Integrity 2025

1	accurately appraises their ability and limitations	Realistic Self-assessment	5.6
2	does not take unnecessary risks	Risk Avoidance	5.6
3	does not blame other people for mistakes/errors they have not made	Responsibility	5.53
4	is open to discussing work problems/difficulties	Responsibility	5.47
5	accurately appraises personal strengths and weaknesses	Realistic Self-assessment	5.33

Action –Peters scores have dropped below 5.5 in some areas which is a concern if they continue on this path. It would be advisable to explore what significant changes have occurred in the workplace and if there are factors that are situational that will be resolved.

Integrity 2024

accurately appraises personal strengths and weaknesses	Realistic Self-assessment	5.73
accurately appraises limitations in their area(s) of expertise	Realistic Self-assessment	5.73
does not take unnecessary risks	Risk Avoidance	5.73

Monitor

Creativity 2025

1	is good at generating new ideas	Ideas Generation	5.2
2	brings a creative and innovative approach to problem-solving	Innovation	5.07
3	is a prolific ideas generator	Ideas Generation	5.07
4	focuses on the bigger picture rather than on details	Holistic Thinking	4.87
5	has many new, radical ideas	Ideas Generation	3.8

Action – Did any opportunities occur over the past year as recommended and if not why? All scores in this category have dropped suggesting Peter is potentially not getting the opportunity to explore new ideas in terms of time and exposure to new information. Are day to day activities being delegated to others, are people in roles able to be self-sufficient and if not, is this having an impact on Peters ability to operate at the appropriate level of a CEO. More opportunity for strategic thinking to problem solving needs to be prioritised. **Action Recommended**

Creativity 2024

focuses on the bigger picture rather than on details	Holistic Thinking	5.47
is a prolific ideas generator	Ideas Generation	5.47
finds novel, inventive solutions to problems	Innovation	5.4
generates new solutions to problems	Innovation	5.4
has many new, radical ideas	Ideas Generation	3.6

Monitor

Action – explore if Peter is getting the opportunity to explore new ideas in terms of time and exposure to new information. Are day to day activities being delegated to others and more opportunity for strategic thinking to problem solving being prioritised.

Logical and Analytical 2025

1	effectively identifies key issues and arguments	Analytical	5.6
2	is quick to identify relevant information and arguments	Analytical	5.6
3	is good at analysing trends in numerical/statistical data	Numerical Skills	5.47
4	critically appraises new information and ideas	Critical Appraisal	5.27
5	critically scrutinises new ideas/information	Critical Appraisal	5.27

Action – In 2024 none of Peter's scores fell below 5.8 in this category which is the point for monitoring. For 2025 five (5) areas have fallen below the 5.8 mark and so appear for this report to be monitored. **Action Recommended**

Logical and Analytical 2024

No recommendations required

Interpersonal Skills 2025

1	fosters good working relationships with colleagues	Relationships	5.6
2	effectively interprets the nuances in social situations	Empathic	5.53
3	is insightful with regard to others' thoughts/feelings	Empathic	5.53
4	has clear expectations of colleagues/staff	Appropriate Assertion	5.4
5	accurately anticipates others' reactions to events/situations	Empathic	5.2

Action – For 2025 five (5) areas have fallen below the 5.8 mark and so appear for this report to be monitored. It is significant when Interpersonal skill scores drop and increase in the areas that have dropped below 5.8. These scores can suggest tension in the working relationships and potential increase in stress related issues. **Action Recommended**

Interpersonal Skills 2024

has clear expectations of colleagues/staff	Appropriate Assertion	5.67
accurately anticipates others' reactions to events/situations	Empathic	5.6

Monitor

Resilience 2025

3	cope well with stress	Composure	5.73
4	does not easily lose his/her temper	Temperance	5.47
5	does not panic in a crisis	Composure	5.33

Action – For 2025 three (3) areas have fallen below the 5.8 mark and so appear for this report to be monitored. It is significant when Resilience scores drop and increase in the areas that have dropped below 5.8. A drop in Temperance can suggest a lack of tolerance and overall, a decreasing ability to bounce back from disappointment. These scores can suggest potential increase in stress related issues. **Action Recommended**

Resilience 2024

cope well with stress	Composure	5.73
does not panic in a crisis	Composure	5.73

Monitor

Persuasiveness 2025

3	is a good teacher/mentor	Coaching	5.73
4	is good at helping others learn/develop new skills	Coaching	5.73
5	is successful at bringing people round to their point of view	Social Presence	5.2

Action – In 2024 none of Peter's scores fell below 5.8 in this category which is the point for monitoring. For 2025 three (5) areas have fallen below the 5.8 mark and so appear for this report to be monitored. **Action Recommended**

Persuasiveness 2024

No recommendations required

Planning and Organising 2025

1	effectively breaks work down into achievable sub-goals	Planning	5.4
2	plans flexibly for foreseeable contingencies	Planning	5.33
3	delegates work appropriately	Delegation	4.93
4	happy to delegate work to others	Delegation	4.87
5	delegates appropriate levels of work to colleagues/subordinates	Delegation	4.8

Action – For 2025 five (5) areas have fallen below the 5.8 mark and so appear for this report to be monitored. A lack of delegation either by choice or by situation is not sustainable in the long term and should be addressed. **Action Recommended**

Planning and Organising 2024

effectively breaks work down into achievable sub-goals	Planning	5.67
effectively anticipates problems	Future Orientated	5.47
delegates appropriate levels of work to colleagues/subordinates	Delegation	5.47
delegates work appropriately	Delegation	5.4
happy to delegate work to others	Delegation	5

Monitor

Quality Orientation 2025

1	stays focused on the task at hand	Task-Focus	5.67
2	ensures tasks are completed	Task Finishing	5.67
3	is a good completer/finisher	Task Finishing	5.53
4	does not make careless mistakes	Detail Consciousness	5.33
5	focuses on one task at a time	Task-Focus	4.13

Action – For 2025 five (5) areas have fallen below the 5.8 mark and so appear for this report to be monitored. Task Focus had dipped significantly and is not sustainable in the long term and should be addressed. **Action Recommended**

Quality Orientation 2024

focuses on one task at a time	Task-Focus	4.67
-------------------------------	------------	------

Action – explore delegating day to day tasks and context of multiple tasks. Are there too many things on the plate for a prolonged period of time? If so, are these working styles sustainable for the individual. **Monitor**

Energy and Drive 2025

1	is ambitious and is driven to succeed	Self-motivation	5.73
2	achieves results	Results Orientated	5.67
3	is effective in encouraging and enthusing others	Motivating	5.4
4	motivates others	Motivating	5.33
5	has the ability to get the best out of people	Motivating	5.07

Action – For 2025 five (5) areas have fallen below the 5.8 mark and so appear for this report to be monitored. Motivating has dipped significantly and can reflect a decrease in Peters ability to recover from disappointment or sustained difficulties over time. **Action Recommended**

Commercial in Confidence

Energy and Drive 2024

has the ability to get the best out of people

Motivating

5.67

Monitor

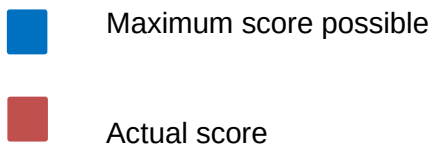
Performance Criteria Results

The performance criteria are reviewed by the members of council and was sent to 10 members including the Mayor. Of the 10 members 9 have completed the review.

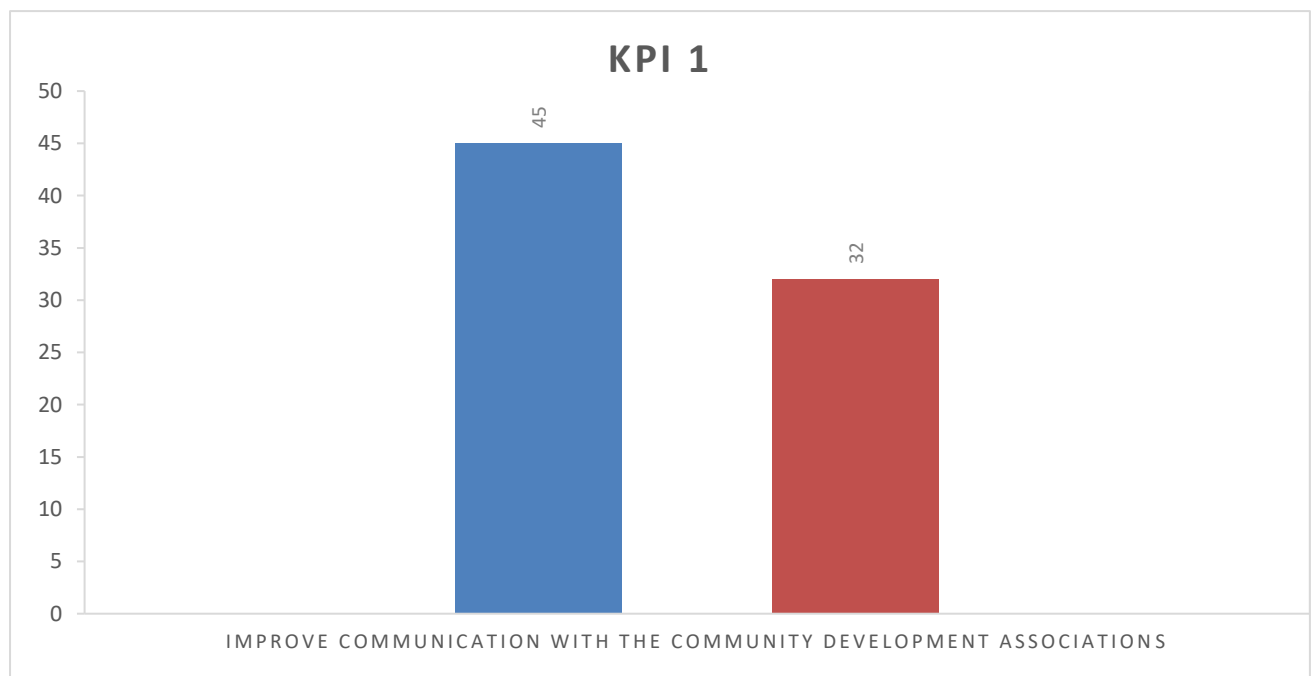
The following charts reflect the results of the elect member rating of the CEO performance against the performance rating scale.

Legend

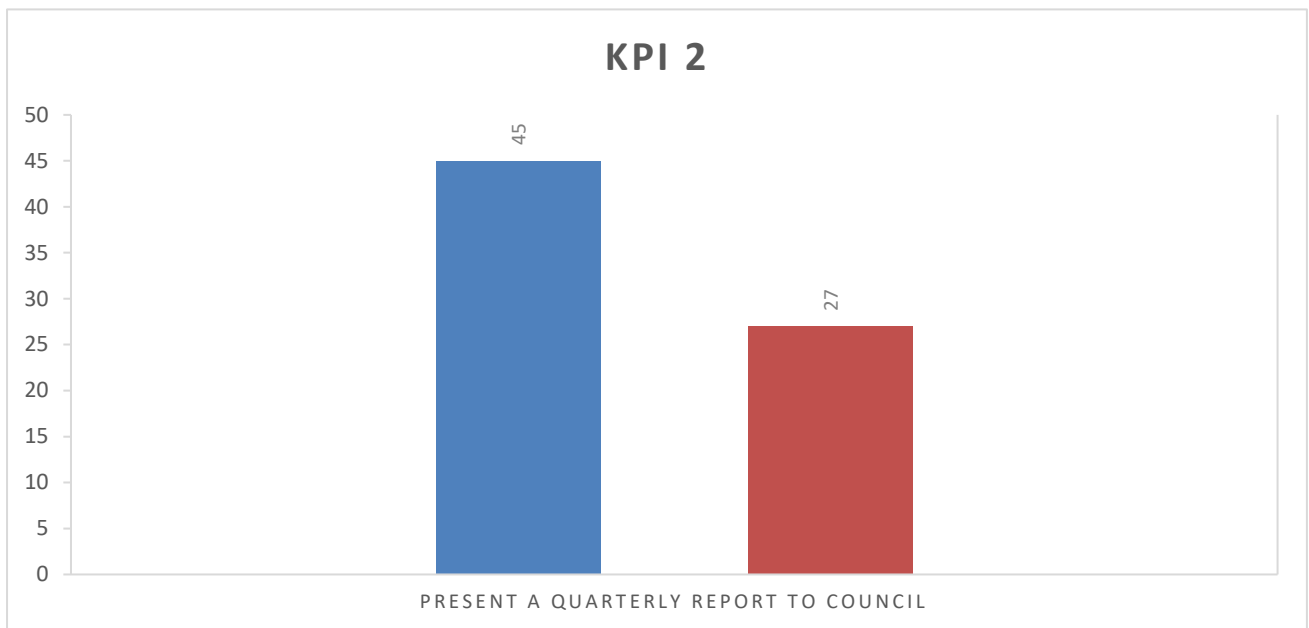
The scores reflect the maximum score achievable, designated in **blue**, as forty-five (**45**) points derived from the highest score being five (**5**), by the maximum number of respondents being nine (**9**).



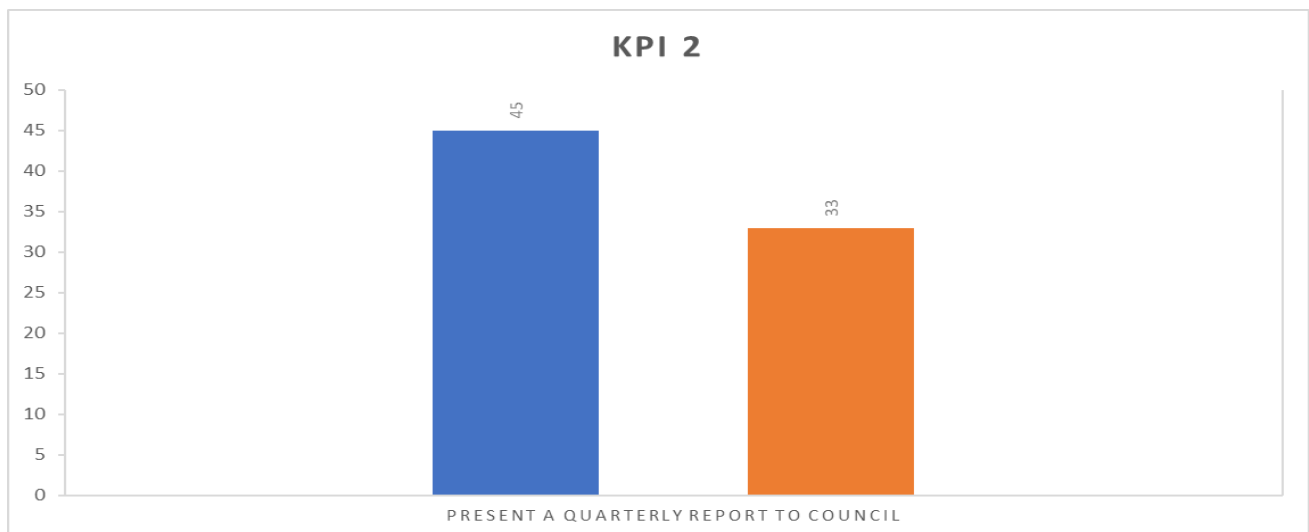
KPI 1 Community Engagement 2025



KPI 2 Organisational Culture 2025

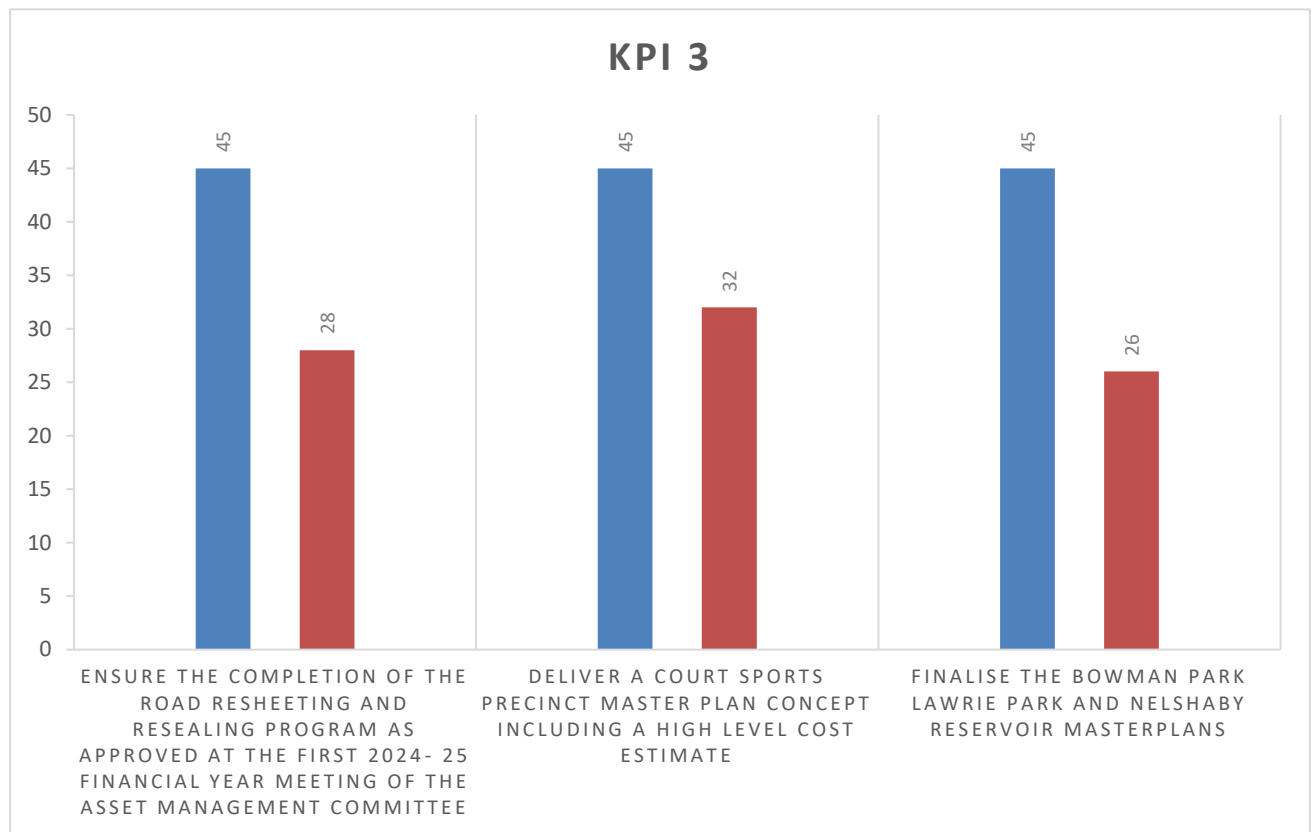


2024

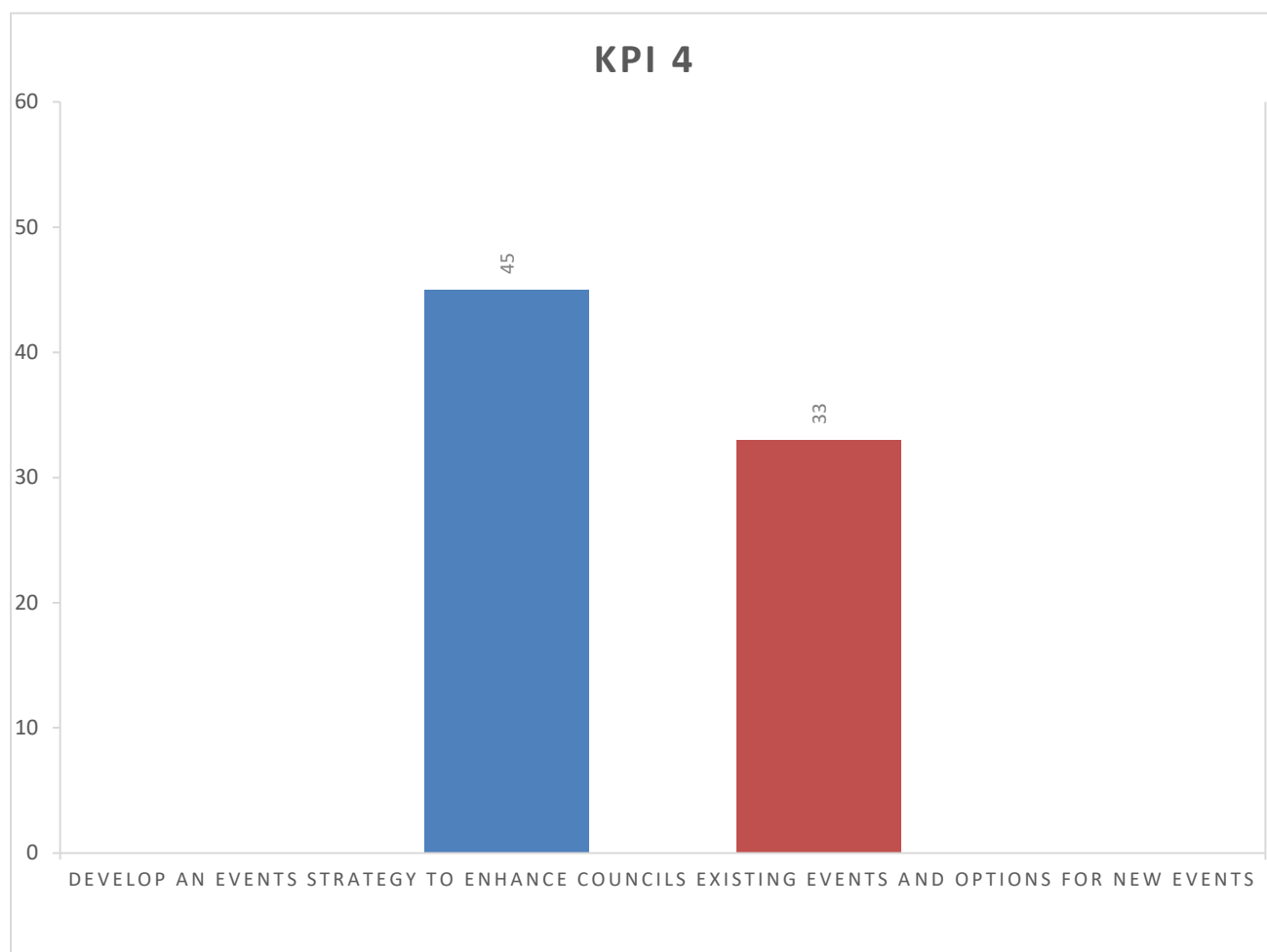


Commercial in Confidence

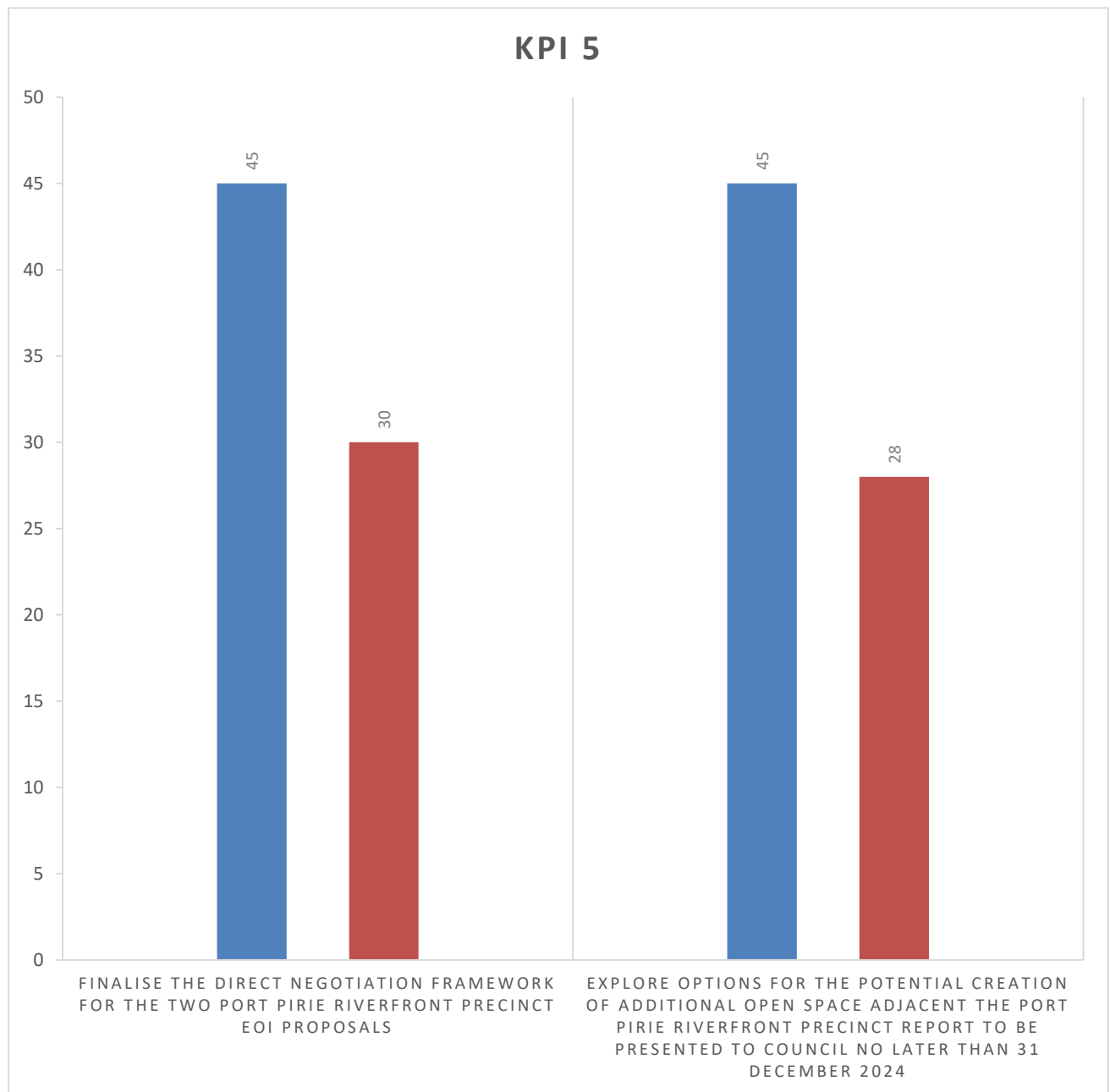
KPI 3 Capital and Strategic Projects 2025



KPI 4 Operations



KPI 5 Economic



Commercial in Confidence

Performance Rating Scale

The following performance scale has been utilised for the achieving of KPI's.

PERFORMANCE RATING SCALE	
Rating	Definition
5	Exceptional <ul style="list-style-type: none">• A standard of competency / performance / achievement that far exceeds overall requirements.• Ability, initiative, and creativity far beyond the normal requirements for the job.• Achievement and influence go beyond the immediate job.• Behaviour always exemplifies commitment to constructive culture.
4	Highly Commendable <ul style="list-style-type: none">• A standard of competency / performance / achievement that clearly exceeds the overall requirements.• Achievement goes beyond the immediate job.• Looks for opportunities and shows initiative and creativity.• Behaviour consistently demonstrates commitment to constructive cultures and sets an example for others.
3	Competent <ul style="list-style-type: none">• A standard of competency / performance / achievement that meets the requirements.• Developing within the position.• Behaviour demonstrates commitment to constructive culture.
2	Below Required Performance <ul style="list-style-type: none">• A standard of competency / performance / achievement that meets minimum requirements.• Performance improvement is required in some areas (could be new to role).• Behaviour often falls below the expected standards of a constructive approach.
1	Unacceptable <ul style="list-style-type: none">• A standard of competency / performance / achievement that requires significant improvement• Behaviour rarely demonstrates constructive approach.• Performance is below acceptable levels and improvement is essential.

Future Priorities

The following information was collected by survey of the elected members to assist in the determination of the KPI's for the next 12 months. This list will be condensed and agreed to by the CEO review panel for endorsement by council in conjunction with the long-term strategic plan.

Corporate

- Improve staff retainment.
- Prioritise strengthening our workplace culture and addressing factors contributing to staff turnover to improve retention and engagement.
- Ensure the proposed Capital Works program is revised to meet budgets as per the Long-Term Financial Plan and works are completed within budget.
- Develop a timeline to review all Council directorates and departments to identify core business and staffing requirements and efficiencies
- Financial Sustainability - Budgets are corrected to take into account future asset re-evaluations.
- Focus on completing projects on schedule and minimise carryovers to ensure efficient use of resources, better planning, and timely delivery of services for our community.
- Consider the recent ESCOSA recommendations and develop strategies and actions as mitigations to said recommendations.
- Develop strategies to improve the visibility of Executive staff within Council and in the community.
- Events calendar
- Accuracy

Infrastructure

- "Begin sealed bike/walk path around Port Pirie Golf Course - linked to existing new paths along Three Chain Road.
- Complete water feature and pump track at Beach (priority).
- Thorough investigation on all works to be carried out. To have \$60k allocated to Rangeview Rd at Warnertown is unnecessary and there are likely other works like this which are not needed in the Budget."
- Completion of riverfront (beach) project; including pump track edging and seating, water play (redesign and construct), basketball court art, deck/jetty, playground (including garden, seating and fencing)
- Prioritise all road works to concentrate on the high priority resealing/re-sheeting and required maintenance only. Ensure all works are completed within budget.
- Deliver high quality capital projects on time and on budget.
- Maintain current assets - Real scrutiny of future capital works to be undertaken to ensure capacity to deliver.
- Transparent and easily viewed rural roads program on website
- Complete project to em standard
- Completion of the unsealed road network resheeting program as initially budgeted for and ongoing maintenance (grading)
- Look into re-doing a lot of the line marking around the region as it was recently brought to my attention that it is barely visible on several roads.

- Review the amount of contractors used to identify opportunities to improve the availability of an internal workforce that reduces the reliance on contractors
- Listen to Access & Inclusion reference group
- Keep region tidy and well maintained

Operations

- Have staff members look around whilst they're working, driving around the city/region. So many easy things can be done to make our footpaths, gardens look better. Set up a reward program of some description to encourage employees to engage and gain a "care factor"
- Continue to improve service efficiency and delivery improving both satisfaction and outcomes regarding customer requests and communication
- There was some good work done on cost cutting and use of best practice procedures at the start of our term that seems to have stalled. Look to get this happening again.
- Identify in all proposals the costs to deliver projects internally, and if not possible, identify, why
- Delivery of Services - Ensure planned works are complete.
- Ensure we have competent workforce.
- Gain control of culture
- Improve operational efficiency and attention to detail in project execution. Ensure every project incorporates all necessary details especially those critical to elected members and maintain a high standard of quality
- Look into the low job retention rate currently at council and if there is anything that can be done to attract more long-term employees.
- Identify and implement strategies to reduce the number of customer requests by using the information gained to change and improve work practices. This should lead to less requests per area.
- Ensure timelines and fiscal responsibility of projects.
- Coms improvements, and swiftly implement customer requests

Economic

- "Continue to work closely with Regional Development Australia and explore any new options.
- Spend more time on engaging with ""possible"" options, rather than projects which are ""pie in the sky"".
- Keep it simple."
- Focus on supporting local businesses, attracting new industries and creating opportunities for job growth to strengthen our economy and provide more employment options for our community.
- Finalise the proposed Riverbank Precinct developments.
- Identify strategies to attract new businesses to Port Pirie
- Attract further business - Maintain current engagement with large business to encourage development within the region.
- Riverfront development sorted
- Southwest drainage completed
- Finalise the southwest drainage system project and implement to support the growth of our community and address the current housing challenges in the region.
- Continue to provide positive support for any new future developments earmarked for the region.
- Work with other agencies to develop a regional housing strategy

- Social Enterprise at Waste Transfer Station on waste refurbishment
- Complete waterfront

Futures

- Continue to work towards options for Bowman Park - it remains a diamond in the rough.
- Completion of the Heritage tourist trail with launch via social media and website
- Put an action plan in place for Lawrie Park, Nelshaby Reservoir and Bowman Park recreation areas in line with their respective master plans
- Develop a Playground Plan to enhance playgrounds in the Council area and incorporates community feedback so we are not just replacing like for like.
- Tourism - Continue development of the Flinders Ranges.
- Foreshore to be correctly completed
- Introduce a events coordinator
- Strengthen community engagement and collaboration involve community members, businesses and stakeholders in future planning and decision making to ensure long term goals align with regional needs and aspirations
- Concentrate on being a sustainable business, bit less of the flashy nice to have stuff and more of the down to earth day to day stuff.
- Identify ways to improve the appearance of the Wharf area in Port Pirie.
- Keep Kicking Goals!
- Crystal Brook pool heating report

End of Document

MINUTES OF ITEMS THAT WERE CONSIDERED UNDER CONFIDENTIALITY PURSUANT TO SECTION 90(2) OF THE LOCAL GOVERNMENT ACT 1999 FOR THE ORDINARY COUNCIL MEETING HELD ON WEDNESDAY 23 APRIL 2025.

16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

16.1 CONTRACT 2025/166 CEMETERIES MANAGEMENT AND MAINTENANCE

RESOLUTION COM 014/25

MOVED: Cr K Jackson

SECONDED: Cr J Keain

That Council:

- waive the application of Council's Procurement Policy as per Clause 9.2 and approve the single sourcing of The Trustee for the DECO Unit Trust for a new contract for the service of Cemeteries Management and Maintenance, on the basis that they are the incumbent contractor for this service and that the duration of the new contract will allow Council staff to complete the transition of the new cemetery records system, training of new staff to perform the management of this contract and undertake a review of the most appropriate method of delivery of the required services including possible undertaking of aspects of the service in house or via contractor; and
- award a contract to The Trustee of the DECO Unit Trust for the Cemeteries Management and Maintenance under Contract 2025/166 Cemeteries Management and Maintenance up to the amount of \$340,000 (excluding GST).

CARRIED



MAYOR

MINUTES OF ITEMS THAT WERE CONSIDERED UNDER CONFIDENTIALITY PURSUANT TO SECTION 90(2) OF THE LOCAL GOVERNMENT ACT 1999 FOR THE ORDINARY COUNCIL MEETING HELD ON WEDNESDAY 23 APRIL 2025.

16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

16.2 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE MEETING HELD 9 APRIL 2025

RESOLUTION COM 015/25

MOVED: Cr Petagna

SECONDED: Cr Joyce

That the Minutes of the CEO Performance Review Committee meeting held on 9 April 2025 be received.

CARRIED

RESOLUTION COM 016/25

MOVED: Cr Peters

SECONDED: Cr Gulin

That Council:

- **receive and note the CEO Performance Appraisal Report 2024/25 provided by Albrighton Consulting;**
- **note that the CEO Performance Review Committee will now commence the process of reviewing the CEO's remuneration package given the Performance Appraisal has been completed and bring a recommendation back to Council for consideration at the May Ordinary meeting; and**
- **note that the CEO Performance Review Committee will commence consideration of the CEO's draft KPIs for 2025/26 and bring a recommendation back to Council for consideration at the May Ordinary meeting.**

CARRIED


MAYOR

SPECIAL MEETING OF COUNCIL 14 May 2025



Members of Council

His Worship the Mayor L Stephens
Councillors:
Deputy Mayor Cr A Zubrinich,
Cr J Connor, Cr A Gulin, Cr M Hopgood,
Cr K Jackson, Cr J Joyce, Cr J Keain,
Cr G Petagna, Cr L Peters

Confidential Agenda

The business to be considered at the above-mentioned meeting
is set out in the attached Agenda.

Peter Ackland
Chief Executive Officer
09 May 2025

AGENDA

4 **Items for Consideration as to Confidentiality 3**

4.1 Update on Negotiations - Development Option 1 Port Pirie Riverfront..... 3

4.2 2024/25 Road Resealing Program - Asphaltting Contractor Changes 8

4.2 2024/25 ROAD RESEALING PROGRAM - ASPHALTING CONTRACTOR CHANGES**Author:** Glenn Miller, Projects & Procurement Coordinator**Authoriser:** Peter Ackland, Chief Executive Officer**File Reference:** 2024.3798

Timeframe:	2024/25 – 2025/26			
Budget Impact:	See body of report – can be managed within existing budget.			
Risk Assessment:	Primary Risk Type(s):	Service Delivery		
	Inherent Risk:	Likelihood	Consequence	Rating
		Likely	Moderate	High
	Controls:	<ul style="list-style-type: none"> Review other tender submissions received as part of the tender process. Award contract with suitable contractor to deliver the works in an acceptable timeframe. 		
	Residual Risk:	Unlikely	Insignificant	Low

STRATEGIC REFERENCE:	
Theme	Our Lifestyle
Goal	Infrastructure
Strategy 3.2.3	Council provided assets are fit for purpose, proactively maintained and renewal recognises future demand.

RECOMMENDATION**That Council:**

- note the withdrawal of the tender submitted by Bitumax Pty Ltd for RFT 2024/159 – Road Reseal Program 2024/25 – Asphalt Works due to the cessation of operations within South Australia subsequently preventing the execution of OM 437/24;
- note the review of the original tender submission provided by Downer EDI Works Pty Ltd for RFT 2024/159 – Road Reseal Program 2024/25 – Asphalt Works, confirming availability to perform the works in early 2025/26 with an increased rate of 4%, which is still within the original allocated budget;
- noting that the preferred tenderer has now advised it will not undertake the works it had tendered, award a contract to Downer EDI Works Pty Ltd for the 2024/159 – Road Reseal Program 2024/25 – Asphalt Works in accordance with the documents submitted in response to Request for Tender 2024/159 – Road Reseal Program 2024/25 – Asphalt Works for the amount up to \$1,300,000 (excluding GST);
- delegate authority to the Chief Executive Officer to approve variations up to the value of 10% of the contract sum within the overall budget allocation; and
- noting that the works will now be performed early in the 2025/26 financial year, approve the carry forward of this project and the amount of \$1,300,000 to the 2025/26 financial year.

EXECUTIVE SUMMARY

At the December 2024 Ordinary Meeting of Council, approval was given under OM 437/24 to award a contract to Bitumax Pty Ltd (Bitumax) for the delivery of the Road Reseal Program 2024/25 – Asphalt Works subject to agreement of terms and conditions. During the process of negotiating these terms and conditions, Bitumax formally advised Council that it will be ceasing operations in South Australia and subsequently withdrawing their tender submission.

A review of other submissions received from the tender process for this work has identified that Downer EDI Works Pty Ltd (Downer), as the next ranked preferred tenderer, would be able to perform the works early in the 2025/26 financial year with the application of a 4% rate increase to due increased business costs.

The purpose of this report is to advise Council of the inability to contract with the awarded tenderer for this work and to seek approval to award to the alternate tenderer being Downer.

DISCUSSION

At the December 2024 Ordinary Meeting of Council, Council resolved to award a Contract for the Road Reseal Program 2024/25 – Asphalt Works in accordance with the following resolution:

RESOLUTION OM 437/24

MOVED: Cr M Hopgood

SECONDED: Cr L Peters

That Council:

- award a contract to Bitumax Pty Ltd for the Road Reseal Program 2024/25 – Asphalt Works in accordance with the documents submitted in response to Request for Tender for Contract 2024/159 – Road Reseal Program 2024/25 – Asphalt Works for the amount of up to \$1,200,000 (excluding GST), subject to the agreement of terms and conditions; and
- delegate authority to the Chief Executive Officer to approve variations up to the value of 10% of the contract sum within the overall budget allocation.

CARRIED

As set out in the issues of concern section of the award report (agenda item 16.7 of the December 2024 Ordinary Meeting of Council) and as stated in the above resolution, the execution of the contract with Bitumax Pty Ltd (Bitumax) was subject to both Council and Bitumax agreeing to the final terms and conditions of the contract.

The process to agree the contract terms and conditions has turned out to be quite a lengthy one with Bitumax taking an extraordinary amount of time to respond to Council with their requested changes. Upon receipt of the Bitumax marked up document, it was noted that they had requested wholesale changes to the clauses which required risk review by Council's insurer and then further legal review. The extend of the changes was challenged with Bitumax who responded by saying that the new ownership of their business now demanded a more rigorous review of all commercial terms with their customers.

During the process of risk review by Council's insurer, Bitumax contacted Council to formally advise that they are now ceasing operations in South Australia and will be withdrawing their tender for Contract 2024/159 – Road Resealing Program 2024/25 – Asphalt Works. This notification came at a complete surprise to Council who had committed to reaching a suitable outcome between the parties to complete the asphalting works.

Following receipt of this information, the Projects & Procurement Coordinator has been in contact with Downer EDI Works Pty Ltd (Downer) being the next preferred tenderer to see if they still be able to honor their rates provided in their tender if they were to be awarded the work. Downer have now

responded to advise that they would be able to carry out the works early in the 2025/26 financial year but their rates would need to be increased by 4% due to rising business costs and labour enterprise agreements in the new financial year. A review has been performed of this rate increase in comparison to other submissions received for this tender with no change observed to Downer's award ranking in the tender evaluation process. It can also be confirmed that the cost for Downer to now perform this work is still within the current allocated budget for this project.

With the withdrawal of Bitumax, it is therefore proposed that Downer now be awarded the contract for the delivery of these Asphalt works to complete the 2024/25 Road Resealing Program.

BUDGET AND TIMING

Total funding of \$2.243 million has been allocated in the 2024/25 Capital Works Budget for the annual resealing program. Upon reviewing the costs incurred to date along with the forecast costs to complete the total resealing program, the cost of \$1,300,000 for the award of the contract to Downer to perform these works can be performed within the existing current budget amount without any further funding or change to scope required.

Should Council agree to the recommendation, the new preferred tenderer (being Downer) will be engaged, and works will be programmed to be completed in early 2025/26 financial year subject to favorable weather conditions.

PREVIOUS REPORTS

18 December 2024 – Ordinary Meeting of Council – Agenda item 16.7

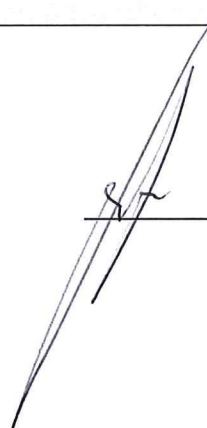
12 August 2024 – Asset Management Committee – Agenda item 5.6

ATTACHMENTS

Nil

4.2 2024/25 ROAD RESEALING PROGRAM - ASPHALTING CONTRACTOR CHANGES**RESOLUTION CSCM 004/25****MOVED: Cr A Zubrinich****SECONDED: Cr M Hopgood****That Council:**

- note the withdrawal of the tender submitted by Bitumax Pty Ltd for RFT 2024/159 – Road Reseal Program 2024/25 – Asphalt Works due to the cessation of operations within South Australia subsequently preventing the execution of OM 437/24;
- note the review of the original tender submission provided by Downer EDI Works Pty Ltd for RFT 2024/159 – Road Reseal Program 2024/25 – Asphalt Works, confirming availability to perform the works in early 2025/26 with an increased rate of 4%, which is still within the original allocated budget;
- noting that the preferred tenderer has now advised it will not undertake the works it had tendered, award a contract to Downer EDI Works Pty Ltd for the 2024/159 – Road Reseal Program 2024/25 – Asphalt Works in accordance with the documents submitted in response to Request for Tender 2024/159 – Road Reseal Program 2024/25 – Asphalt Works for the amount up to \$1,300,000 (excluding GST);
- delegate authority to the Chief Executive Officer to approve variations up to the value of 10% of the contract sum within the overall budget allocation; and
- noting that the works will now be performed early in the 2025/26 financial year, approve the carry forward of this project and the amount of \$1,300,000 to the 2025/26 financial year.

CARRIED

MAYOR

CEO PERFORMANCE REVIEW COMMITTEE

Mayor L Stephens and Cr L Peters (Chairperson),
Deputy Mayor Cr A Zubrinich and Cr K Jackson



Council Officers

Peter Ackland, Chief Executive Officer

Kate Carmody, Executive Assistant (Minutes)

Notice is hereby given that a **Special CEO Performance Review Committee Meeting** will be held on **Wednesday, 28 May 2025 at 5.00pm** in the Mayor's Office, Port Pirie Regional Council Administration Office, 115 Ellen Street, Port Pirie.

Peter Ackland
CHIEF EXECUTIVE OFFICER
26 May 2025

A G E N D A

ACKNOWLEDGEMENT

We acknowledge and respect the traditional custodians whose ancestral lands we are meeting upon here today.

We pay tribute to those who have served and continue to serve this great country, we pay tribute to our first responders and recognise the multicultural community that makes this region so unique.

1.0 ATTENDANCE:

- 1.1 Present
- 1.2 Apologies
- 1.3 Leave of Absence
- 1.4 Non-Attendance

2.0 DECLARATIONS OF INTERESTS:

3.0 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY:

- 3.1 Consideration of Chief Executive Officer's Remuneration
Pursuant to Section 90(3)(a)

MOVED

SECONDED

Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of K Carmody, Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 3.1 Consideration of Chief Executive Officer's Remuneration to enable the Committee to consider Item 5.1 in confidence on the basis the Committee considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information relating to Item 3.1:

- information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable

being information relating to the Chief Executive Officer, which is sensitive as details of his performance will be discussed.

Accordingly, on this basis, the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

Section 91(7) Order

MOVED

SECONDED

Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the agenda reports, attachments, discussion and minutes relating to Agenda Item 3.1 Consideration of Chief Executive Officer's Remuneration shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Sections 90(2) and (3)(a) of the Act on the grounds that the documents relate to information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable, being information relating to the Chief Executive Officer which is sensitive as details of his performance will be discussed.

This order shall operate for a period of six (6) months or until the process has been finalised.

Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.

3.2 Consideration of Chief Executive Officer's KPIs for 2025/26

Pursuant to Section 90(3)(a)

MOVED

SECONDED

Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of K Carmody, Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 3.2 Consideration of Chief Executive Officer's KPIs for 2025/26 to enable the Committee to consider Item 5.2 in confidence on the basis the Committee considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information relating to Item 3.2:

- information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable

being information relating to the Chief Executive Officer, which is sensitive as details of his performance will be discussed.

Accordingly, on this basis, the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

Section 91(7) Order

MOVED

SECONDED

Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the agenda reports, attachments, discussion and minutes relating to Agenda Item 3.2 Consideration of Chief Executive Officer's KPIs for 2025/26 shall be kept confidential, being documents

relating to a matter dealt with by the Committee on a confidential basis under Sections 90(2) and (3)(a) of the Act on the grounds that the documents relate to information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable, being information relating to the Chief Executive Officer which is sensitive as details of his performance will be discussed.

This order shall operate for a period of six (6) months or until the process has been finalised.

Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.

4.0 CLOSURE:



Our Organisation – Our Values

Every Port Pirie Regional Council employee carries the responsibility of working towards achieving a continuing, measurable improvement in our workplace culture.

This will be achieved through upholding Port Pirie Regional Council values by:

Doing the Right Thing

Accountability

Council acts on behalf of the communities of Port Pirie Regional Council and accepts accountability for its decisions and actions.

Honesty, Integrity and Transparency

Council will strive to be valued and trusted by the community through its actions and open and honest communication.

Ethical Behaviour and Good Governance

Council values ethical conduct and employs principles of good governance

Deliver Services that Meet the Needs of our Community

Service Delivery Excellence

Council will ensure that its services meet quality, cost and efficiency standards; are accessible and are responsive to the needs of the community.

Together we Achieve More

Team Work and Professionalism

Council values a cohesive team approach with the administration and elected members working together to lead the region forward with appropriate skills, knowledge and experience.

Inclusivity

Council acts on behalf of all residents and ratepayers. We value the community and will treat all people with dignity, respect and equity.

Future Priorities

The following information was collected by survey of the elected members to assist in the determination of the KPI's for the next 12 months. This list will be condensed and agreed to by the CEO review panel for endorsement by council in conjunction with the long-term strategic plan.

Corporate

- Improve staff retainment.
- Prioritise strengthening our workplace culture and addressing factors contributing to staff turnover to improve retention and engagement.
- Ensure the proposed Capital Works program is revised to meet budgets as per the Long-Term Financial Plan and works are completed within budget.
- Develop a timeline to review all Council directorates and departments to identify core business and staffing requirements and efficiencies
- Financial Sustainability - Budgets are corrected to take into account future asset re-evaluations.
- Focus on completing projects on schedule and minimise carryovers to ensure efficient use of resources, better planning, and timely delivery of services for our community.
- Consider the recent ESCOSA recommendations and develop strategies and actions as mitigations to said recommendations.
- Develop strategies to improve the visibility of Executive staff within Council and in the community.
- Events calendar
- Accuracy

Infrastructure

- "Begin sealed bike/walk path around Port Pirie Golf Course - linked to existing new paths along Three Chain Road.
- Complete water feature and pump track at Beach (priority).
- Thorough investigation on all works to be carried out. To have \$60k allocated to Rangeview Rd at Warnertown is unnecessary and there are likely other works like this which are not needed in the Budget."
- Completion of riverfront (beach) project; including pump track edging and seating, water play (redesign and construct), basketball court art, deck/jetty, playground (including garden, seating and fencing)
- Prioritise all road works to concentrate on the high priority resealing/re-sheeting and required maintenance only. Ensure all works are completed within budget.
- Deliver high quality capital projects on time and on budget.
- Maintain current assets - Real scrutiny of future capital works to be undertaken to ensure capacity to deliver.
- Transparent and easily viewed rural roads program on website
- Complete project to em standard
- Completion of the unsealed road network resheeting program as initially budgeted for and ongoing maintenance (grading)
- Look into re-doing a lot of the line marking around the region as it was recently brought to my attention that it is barely visible on several roads.

- Review the amount of contractors used to identify opportunities to improve the availability of an internal workforce that reduces the reliance on contractors
- Listen to Access & Inclusion reference group
- Keep region tidy and well maintained

Operations

- Have staff members look around whilst they're working, driving around the city/region. So many easy things can be done to make our footpaths, gardens look better. Set up a reward program of some description to encourage employees to engage and gain a "care factor"
- Continue to improve service efficiency and delivery improving both satisfaction and outcomes regarding customer requests and communication
- There was some good work done on cost cutting and use of best practice procedures at the start of our term that seems to have stalled. Look to get this happening again.
- Identify in all proposals the costs to deliver projects internally, and if not possible, identify, why
- Delivery of Services - Ensure planned works are complete.
- Ensure we have competent workforce.
- Gain control of culture
- Improve operational efficiency and attention to detail in project execution. Ensure every project incorporates all necessary details especially those critical to elected members and maintain a high standard of quality
- Look into the low job retention rate currently at council and if there is anything that can be done to attract more long-term employees.
- Identify and implement strategies to reduce the number of customer requests by using the information gained to change and improve work practices. This should lead to less requests per area.
- Ensure timelines and fiscal responsibility of projects.
- Coms improvements, and swiftly implement customer requests

Economic

- "Continue to work closely with Regional Development Australia and explore any new options.
- Spend more time on engaging with ""possible"" options, rather than projects which are ""pie in the sky"".
- Keep it simple."
- Focus on supporting local businesses, attracting new industries and creating opportunities for job growth to strengthen our economy and provide more employment options for our community.
- Finalise the proposed Riverbank Precinct developments.
- Identify strategies to attract new businesses to Port Pirie
- Attract further business - Maintain current engagement with large business to encourage development within the region.
- Riverfront development sorted
- Southwest drainage completed
- Finalise the southwest drainage system project and implement to support the growth of our community and address the current housing challenges in the region.
- Continue to provide positive support for any new future developments earmarked for the region.
- Work with other agencies to develop a regional housing strategy

- Social Enterprise at Waste Transfer Station on waste refurbishment
- Complete waterfront

Futures

- Continue to work towards options for Bowman Park - it remains a diamond in the rough.
- Completion of the Heritage tourist trail with launch via social media and website
- Put an action plan in place for Lawrie Park, Nelshaby Reservoir and Bowman Park recreation areas in line with their respective master plans
- Develop a Playground Plan to enhance playgrounds in the Council area and incorporates community feedback so we are not just replacing like for like.
- Tourism - Continue development of the Flinders Ranges.
- Foreshore to be correctly completed
- Introduce a events coordinator
- Strengthen community engagement and collaboration involve community members, businesses and stakeholders in future planning and decision making to ensure long term goals align with regional needs and aspirations
- Concentrate on being a sustainable business, bit less of the flashy nice to have stuff and more of the down to earth day to day stuff.
- Identify ways to improve the appearance of the Wharf area in Port Pirie.
- Keep Kicking Goals!
- Crystal Brook pool heating report

End of Document

ACKNOWLEDGEMENT

We acknowledge and respect the traditional custodians whose ancestral lands we are meeting upon here today.

We pay tribute to those who have served and continue to serve this great country, we pay tribute to our first responders and recognise the multicultural community that makes this region so unique.

1.0 ATTENDANCE:

1.1 Present

His Worship the Mayor L Stephens, Deputy Mayor Cr A Zubrinich, Cr L Peters (Chairperson)

Kate Carmody, Executive Assistant (Minutes)

1.2 Apologies

Cr K Jackson

1.3 Leave of Absence

Nil

1.4 Non-Attendance

Nil

2.0 DECLARATION OF INTERESTS:

Nil

3.0 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY:

3.1 Consideration of Chief Executive Officer's Remuneration Pursuant to Section 90(3)(a)

CE013/25 **MOVED Mayor Stephens** **SECONDED Cr Zubrinich**
Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of K Carmody, Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 3.1 Consideration of Chief Executive Officer's Remuneration to enable the Committee to consider Item 5.1 in confidence on the basis the Committee considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information relating to Item 3.1:

- information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable

being information relating to the Chief Executive Officer, which is sensitive as details of his performance will be discussed.

Accordingly, on this basis, the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential

CARRIED

It was noted that the contents of the CEO Performance Appraisal Report has been discussed with the CEO.

The CEO's current total remuneration package is within the Remuneration Tribunal's final Determination bandwidth as per Level 5.

CE014/25 **MOVED Cr Zubrinich SECONDED Mayor Stephens**
That the status quo remains with regard to the Chief Executive Officer's current remuneration package.
CARRIED

Section 91(7) Order

CE015/25 **MOVED Mayor Stephens SECONDED Cr Zubrinich**
Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the agenda reports, attachments, discussion and minutes relating to Agenda Item 3.1 Consideration of Chief Executive Officer's Remuneration shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Sections 90(2) and (3)(a) of the Act on the grounds that the documents relate to information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable, being information relating to the Chief Executive Officer which is sensitive as details of his performance will be discussed.

This order shall operate for a period of six (6) months or until the process has been finalised.

Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.

CARRIED

3.2 Consideration of Chief Executive Officer's Key Performance Indicators for 2025/26
This item was withdrawn.

4.0 CLOSURE:

The meeting closed at 5.07pm.

CHAIRPERSON

ORDINARY MEETING OF COUNCIL 28 May 2025



Members of Council

His Worship the Mayor L Stephens
Councillors:
Deputy Mayor Cr A Zubrinich,
Cr J Connor, Cr A Gulin, Cr M Hopgood,
Cr K Jackson, Cr J Joyce, Cr J Keain,
Cr G Petagna, Cr L Peters

Confidential Agenda

The business to be considered at the above-mentioned meeting
is set out in the attached Agenda.

A handwritten signature in black ink, appearing to read "Peter Ackland".

Peter Ackland
Chief Executive Officer
23 May 2025

AGENDA

16	Items for Consideration as to Confidentiality	3
16.1	Update on Negotiations - Development Options 1 and 2 Port Pirie Riverfront	3
16.2	SusTech Update	7
16.3	Update on Negotiations - Expression of Interest Memorial Oval	9
16.4	LGA Procurement - Small Sites Electricity Tender	12
16.5	RFT for Contract 2025/156 - Footpath Program - Goode Road	14
16.6	RFQ for Contract 2025/277 - Berth 1 Loading Ramp & Boat Removal Works	19

16.3 UPDATE ON NEGOTIATIONS - EXPRESSION OF INTEREST MEMORIAL OVAL**Author: Peter Ackland, Chief Executive Officer**

Timeframe:	Ongoing			
Budget Impact:	Nil at this time			
Risk Assessment:	Primary Risk Type(s):		Reputation	
	Inherent Risk:	Likelihood	Consequence	Rating
		Likely	Minor	Medium
	Controls:	<ul style="list-style-type: none"> Undertake trial Provide briefing to other Function Centre users to seek input, once / if potential occupant has indicated ongoing use 		
	Residual Risk:	Possible	Minor	Low

RECOMMENDATION

That Council note the advice from the Savoy Soccer Club that it has decided not to pursue either a trial or longer term occupation of the Kitchen and other Memorial Oval Function Centre facilities.

That given the advice, Council not pursue this opportunity any further and that the budget for potential purchase for the Savoy Clubhouse on Main Road Port Pirie, and also the adjoining property, be deleted.

EXECUTIVE SUMMARY

At its December 2024 meeting, Council resolved to support Savoy's intention to trail the delivery of its Friday night teas from the Memorial Oval Function Centre, with the longer term aim to potentially relocate to that location if the trial was successful and well received.

Council had set aside budget to purchase the Savoy Clubrooms on Main Road Port Pirie if the relocation occurred, as well as seeking to purchase the adjoining property.

This report provides an update on this matter.

CONSULTATION UNDERTAKEN

Savoy Soccer Club Executive Committee, Mayor Stephens

DISCUSSION

At its Ordinary Meeting held 18 December 2024, Council considered an update report on the progress of negotiations with the Savoy Soccer Club (Savoy) regarding its deliberations to respond to its Expression of Interest submission to conduct a trial of delivering its meals (under agreement) from the Memorial Oval Function Centre.

The resultant motion from that report ultimately raised no issues with Savoy undertaking (nominally) a three month trial coinciding generally with the start of their 2025 season, being possibly early March 2025.

Further negotiations were undertaken over several months however Savoy has now indicated that it will not pursue this option, but will instead upgrade its Main Road Port Pirie Clubrooms (letter attached).

Council had set aside budget to potentially purchase Savoy's Main Road property, together with the separately owned adjoining property.

Based on Savoy's decision, and past reports to Council regarding the costs to secure and decontaminate the adjoining property, a recommendation is contained in this report to abandon these contingent projects and set aside the budget for alternative use.

ATTACHMENTS

1. Savoy Letter

Savoy Soccer Club Inc.

Est. 1949



1 May 2025

Dear Peter,

I am writing on behalf of the Savoy Soccer Club to provide you and the Port Pirie Regional Council with an update on our club's position regarding plans to either relocate or improve our current clubrooms.

Since 2020, our committee has invested a significant amount of time in exploring and conducting due diligence to ensure we make the best possible decision for our members. Our focus has always been not only on financial sustainability, but also on preserving the club's history and community presence.

This has been a lengthy process, and we would like to take this opportunity to express our sincere gratitude to the Port Pirie Regional Council. Your continued support, availability for meetings and calls, and willingness to explore opportunities with us have been greatly appreciated. Please extend our thanks to all involved.

After careful consideration, the committee has decided that relocating to the Port Pirie Sporting Precinct, even on a trial basis, is not a viable long-term option for Savoy Soccer Club. While we acknowledge the potential benefits, we do not believe the move would align with the best interests of our members in all key areas.

Pirie West Oval remains our soccer home. It continues to serve our needs well and is highly regarded by many metropolitan clubs. We are fortunate to have access to such a venue and do not take this for granted. The function centre has also been successfully used for post-game gatherings and, most recently, our 2024 Awards Night.

Moving forward, we view the Port Pirie Sporting Precinct as a valuable community asset and an extension of our club's home. We remain committed to supporting its development and use.

Please don't hesitate to contact me should you have any questions or require further information.

Kind regards,
Mrs Janita DeGioia
Secretary

CONFIDENTIAL - NOT FOR PUBLIC RELEASE

16.5 RFT FOR CONTRACT 2025/156 - FOOTPATH PROGRAM - GOODE ROAD**Author:** Alan Bennett, Project Manager**Authoriser:** Vivien Nsanabo, Director Infrastructure**File Reference:** 2024.3769

Timeframe:	2025/26 Financial Years			
Budget Impact:	Nil			
Risk Assessment:	Primary Risk Type(s):		Financial / Infrastructure	
	Inherent Risk:	Likelihood	Consequence	Rating
		Almost Certain	Minor	High
	Controls:	<ul style="list-style-type: none"> ▪ Sound project management and procurement framework in place. ▪ Competitive tender process to award a contract. ▪ All works to be conducted with qualified contractors and meet legislative requirements. 		
	Residual Risk:	Unlikely	Insignificant	Low

STRATEGIC REFERENCE:	
Theme	Our Community
Goal	Wellbeing
Strategy 1.3.3	Coordinated initiatives and activities reduce lead exposure in the community.

RECOMMENDATION
<p>That Council:</p> <ul style="list-style-type: none"> ▪ award a contract to Caddy Earthworks Pty Ltd for the replacement of sections of footpaths on Goode Road in accordance with the documents submitted in response to Request for Tender for Contract 2024/156 – Footpath Program – Goode Road for the amount up to \$201,412 (excluding GST); and ▪ approve the contingency amount of \$20,000 and delegate the Chief Executive Officer to approve variations with this contingency amount.

EXECUTIVE SUMMARY
<p>Council has allocated funds in its 2024/25 Capital Works Budget for the replacement of sections of footpaths in front of Pirie West Primary School to lower the trafficable dirt in the area.</p> <p>The specifications were prepared, and a request for tender process was conducted to engage contractors for the construction of new concrete footpaths along Goode Road. This report provides details of the process and includes a recommendation for awarding the contract for this work.</p>

DISCUSSION

Council has allocated funds in its 2024/25 Capital Works Program for the replacement of sections of footpaths along Goode Road.

The purpose of this report is to seek approval with supporting information to enable the awarding of the RFT for Contract 2024/156 – Footpath Program – Goode Road.

PROPOSED WORKS

The objective of this project is to upgrade pedestrian infrastructure and enhance the streetscape in front of Pirie West Primary School by replacing the existing informal footpath surface with durable and accessible concrete footpaths. This initiative aims to mitigate the level of trafficable dirt in the area, thereby improving safety and accessibility, as well as enhancing environmental sustainability. This will also include the construction of driveway crossovers, pram ramps and connection of dwelling stormwater downpipes to kerb where required.

Part of the project works also include the supply and install of “Green Inlets” as previously utilised in the Water Sensitive Urban Design (WSUD) for Solomontown.

The Council's Parks and Recreation workgroup will follow through after the footpath works are complete to plant trees in the proposed Green Inlets.

TERM OF CONTRACT

The term of the contract is for a one-off contract.

TENDER ASSESSMENT

Request for Tender documentation was uploaded to Tenders SA to access a broad market.

At the closing time of tenders of 2:00pm Tuesday 18 March 2025, five (5) tender submissions were received as follows:

Tenderer	Tendered Price \$ (excluding GST)
Caddy Earthworks Pty Ltd	\$ 201,412.00
Denco Civil Pty Ltd	\$ 241,699.63
Fleurieu Civil & Construction Pty Ltd	\$ 243,004.00
Imran Construction Pty Ltd	\$ 274,000.00
Allied Kerbing & Concrete Sa Pty Ltd	\$ 391,683.60

Tenderers were invited on a Lump Sum basis.

QUALITATIVE ASSESSMENT

Tenders received have been assessed against the criteria as set out below:

Work Health & Safety and Risk Management	10%
Local Economic Benefit & Social Inclusion	5%
Experience	20%
Implementation/Delivery Schedule	20%
Price	45%
TOTAL	100%

The tenders were evaluated by:

- Alan Bennett – Project Manager
- Glenn Miller – Project and Procurement Coordinator

A summary of the tender assessment is contained in the tables on the following pages as

- The tender summary; and
- The tender scoring matrix

QUOTE CLARIFICATIONS SOUGHT

Clarification was sought with Caddy Earthworks Pty Ltd and Denco Civil Pty Ltd for evaluation on bitumen and top stone leveling. This provided a more accurate costing in the break down on pricing submitted.

OVERALL FINDING

A pre qualitative assessment was undertaken on all submissions received and all were deemed complying. A detailed evaluation was undertaken as per the attached summary and whilst all the tenders were considered capable of delivering the project, Caddy Earthworks Pty Ltd was identified as the preferred tenderer and proposed the lowest price.

TIMING AND BUDGET

Total funding of just over \$250,000 has been allocated to Footpath Replacement Program in the 2024/25 Capital Works Budget. This proposed scope of works to be funded from this budget is as follows:

- 7 sections of street-to-street full width concrete footpath.
- 13 stormwater pipes from property to kerb.
- 21 Tree Green Inlets

Should Council agree to the recommendation, the preferred tenderer will be engaged, and works will be programmed to be completed by Monday 30 June 2025, subject to favorable weather conditions.

TENDER SUMMARY

Criteria	Weighting	Allied Kerbing & Concrete SA Pty Ltd	Denco Civil Pty Ltd	Fleurieu Civil & Construction Pty Ltd	Imran Construction Pty Ltd	Caddy Earthworks Pty Ltd
Works Health & Safety and Risk Management.	10%	Occupational health & Safety Management. AS/NZS 4801:2001 Provided JSA/SWMS - Detailed Sira Certification Quality Management systems ISO 9001:2008 Environmental Management ISO 14001:2015	Certificate of Registration ISO 45001:2018 Occupational Health & Safety Management Systems Valid to 09/01/20218 Certificate of Registration ISO 9001:2015 Quality Management Systems Valid to 09/01/2028 Provided Detailed SWMS specified to Goode Rd plus Risk Management Plan	Internal HSQE Management plan in accordance with the requirements of the ISO standards	Document basic dot point structure for WHS will little detail	Third Party Certification to be obtained by end of April 2025 to obtain ISO 14001, ISO 9001. Internal HSQE systems in place
Local Economic Benefit & Social Inclusion	10%	All employees based in South Australia	Workers In South Australia. Will spend resources and materials in Port Pirie	Has a local presence with depot located on main road	Purchase of material from a local supplier	All employees based in Port Pirie or surrounding district based. Material to be locally sourced
Experience.	20%	Provided a long list of Experience & Capably with other Councils in the requested field of work with examples - Highly qualified Provided inspection and test plan for other council for Kerb & Gutter Construction	Experienced in field requested. Reference and previous works provided	Provided a Capability Statement with reference to other works related to requested works.	Has experience in footpaths for other council	Has experience – similar project completed in Solomontown.
Implementation / Delivery Schedule	20%	Provided a detailed tender program with each section broken down to works. Total of 54 days works.	Provided Gantt chart of work with breakdown of each section of works. 5 weeks of works	Can complete works in timeframe	Provided basic plan with no breakdown. Methodology very basic	Can deliver in timeframe
Price	40%	Highest price over budget	In budget with cost breakdown for each section of footpath	In budget with cost break down of material and works	Over Budget	Lowest Cost in Budget
General Comments	100%	No allowance for footpath service cover adjustment Outside Budget (Highest price)	Preliminary works detailed: Include letter drop. Inclusion standard traffic control	Detailed submission. Close to budget. Traffic control included	Submission is over budget	Good overall submission. Has completed work before in same field. Traffic control included

TENDER SCORING MATRIX

ITEM	DESCRIPTION	WEIGHTING %	Allied Kerbing & Concrete SA Pty Ltd		Denco Civil Pty Ltd		Fleurieu Civil & Construction Pty Ltd		Imran Construction Pty Ltd		Caddy Earthworks Pty Ltd	
	Evaluation Criteria Note: () * Denotes Rating		Score (out of 5)		Score (out of 5)		Score (out of 5)		Score (out of 5)		Score (out of 5)	
	LUMPS SUM TENDER VALUE EXCL GST		\$ 391,683.60		\$ 241,699.63		\$ 243,003.93		\$ 274,000.00		\$ 201,412.00	
1	Works Health & Safety and Risk Management (Schedule 5)	10%	3	6.00	3	6.00	3	6.00	1	2.00	3	6.00
3	Local Economic Benefit & Social Inclusion (Schedule 7)	10%	2	4.00	4	8.00	4	8.00	1	2.00	4	8.00
5	Experience (Schedule 10)	20%	3	12.00	3	12.00	3	12.00	2	8.00	3	12.00
7	Implementation/Delivery Schedule (Schedule 12)	20%	3	12.00	3	12.00	3	12.00	1	4.00	3	12.00
10	Price (Schedules 16) Score = 2.5 + 5*((M-\$T)/\$M)	40%	0.9	7.20	3.43	27.44	3.41	27.28	2.88	23.04	4.09	32.72
TOTAL SCORE INCLUDING PRICE		100%	41.20		65.44		65.28		39.04		70.72	
TOTAL RANK INCLUDING PRICE			4		2		3		5		1	
TOTAL SCORE EXCLUDING PRICE			34.00		38.00		38.00		16.00		38.00	
TOTAL RANK EXCLUDING PRICE			2		1		1		3		1	

ATTACHMENTS

Nil

16.6 RFQ FOR CONTRACT 2025/277 - BERTH 1 LOADING RAMP & BOAT REMOVAL WORKS

Author: Alex Bond, Assets Technical Officer
Authoriser: Vivien Nsanabo, Director Infrastructure
File Reference: 2025.0689

Timeframe:	2024/25 Financial Year			
Budget Impact:	Nil			
Risk Assessment:	Primary Risk Type(s):		Legal / Regulatory / Policy	
	Inherent Risk:	Likelihood	Consequence	Rating
		Almost Certain	Moderate	High
	Controls:	<ul style="list-style-type: none"> Competitive tender process Award an appropriately qualified contractor to perform the works Communicate and maintain compliance with all relevant parties (Flinders Ports) during works Maintain and adhere to all relevant standards and safety measures. 		
	Residual Risk:	Rare	Insignificant	Low

STRATEGIC REFERENCE:	
Theme	Our Lifestyle
Goal	Infrastructure
Strategy 3.2.3	Council provided assets are fit for purpose, proactively maintained and renewal recognises future demand.

RECOMMENDATION
That Council award a contract to Sea Fix Pty Ltd for the remediation works required at Fisherman's Wharf in accordance with the documents submitted in response to Request for Quote 2025/277 – Berth 1 Loading Ramp & Boat Removal Works for the amount up to \$127,272 (excluding GST).

EXECUTIVE SUMMARY
Council officers have undertaken investigations into marine infrastructure at Fisherman's Wharf, Berth 1 and 3. Subsequently, information was presented to Elected Members in November 2024 and limited works approved to ensure public safety. Council Officers invited tenderers to quote on works to remove two (2) sunken vessels and the loading ramp at Fisherman's Wharf. The contractor would also be responsible for any mediation works and to reinstate the kerb on the wharf.

A Request for Quote process was undertaken for the engagement of contractors for these works and this report provides details of this and the recommendation to award a contract for these works.

DISCUSSION

Over the past two years, Council has been engaged with Infrastructure Consulting to investigate the condition of marine assets at both Berth 1 and Berth 3. In the best interest of Council, it was decided to extend the investigations to include Fisherman's Wharf, which is a Council owned section attached to Berth 1. Upon reviewing the report from Infrastructure Consulting, a report was presented to Council in November 2024 stating our findings. Subsequently, approval was given to conduct mediation works to ensure public works.

Due to the size and complexity of these works, a Request for Quote Process was followed. This report details the quote process that was conducted.

PROPOSED WORKS

The proposed works include the removal of a hazardous loading ramp, installation of new kerbing to prevent vehicles from driving over the wharf and repairs to the sheet wall that have occurred as a result of the works. As a part of the works, a sunken vessel 15 meters in length located near Fisherman's wharf will have to be removed to ensure the safety of the site during the works.

The scope of works also includes the removal of a second sunken vessel that is moored to Fisherman's Jetty. Though the boat is not affecting Fisherman's Wharf it was deemed to be a risk to the structure of Fisherman's Jetty and should be removed. Property Officers have sought legal advice on the removal of the second vessel and the owner has been contacted. As part of the process, if the vessel remains intact during recovery it will be required to be stored for 40 days at the Waste Transfer Station before we can dispose of it at the cost of the owner.

QUOTE ASSESSMENT

Request for Quote documentation was issued to the open market via the SA Tenders and Contracts website.

At the closing time of tenders 2:00pm Wednesday 23 April 2025, only one submission was received and is as follows.

Tenderer	Quoted Price \$ (excluding GST)
Sea Fix Pty Ltd	\$127,272.00

Tenderers were invited on a Lump Sum basis.

QUALITATIVE ASSESSMENT

Tender received have been assessed against the criteria as set out below:

- Works Health & Safety and Risk Management 15%
- Environmental Management Systems and Quality Systems 15%
- Local Economic Benefit & Social Inclusion 5%
- Experience 10%
- Implementation/Delivery Schedule 20%
- Value Added Services and Improvement & Innovation 5%
- Price 30%

Total 100%

The tender was evaluated by:

- Alex Bond, Assets Technical Officer
- Glenn Miller, Projects and Procurement Coordinator

A summary of the tender assessment is contained in the tables on the following pages as

- The tender summary; and
- The tender scoring matrix

QUOTE CLARIFICATIONS SOUGHT

Clarifications were sought generally from the tenderer in relation to the following:

- Local Economic Benefit & Social Inclusion – clarification on workers residing in Port Pirie area during works.
- Organisation Structure, Facilities and Resources – confirmation of no records of Industrial Relations.
- Organisation Structure, Facilities and Resources – confirmation of no Conflicts of Interest.
- Pricing – Explanation of changes in cost due to differences in recovery method.

OVERALL FINDING

While Council only received one submission, it has been deemed that the contractor has the capability and capacity to perform the works. They have provided all necessary documentation and adequate plans to ensure the project will run safely and smoothly.

Due to the nature of the project and the tenderer never having completed work for Council in the past, reference check was conducted to seek feedback on their previous works, performance, professionalism, safety and quality as part of the due diligence process. Ultimately, both contacts were happy with Sea Fix and expressed their satisfaction in working with them saying they're highly professional and capable of complex marine projects.

While the pricing received was slightly higher than anticipated, it was still within the available budget for this project. Council Officers sought to benchmark this pricing against other possible contractors to verify that the submission offered good value for money. Upon review of information provided it was found that the works were not appealing to larger companies and that they would struggle to be price competitive and meet the deadlines for the works due to other project commitments. From these discussions it is believed that pricing if offered from the larger companies would be similar or higher to that received.

Council has gained legal advice to remove the second vessel. The owner has been provided with an opportunity to recover the vessel and has not done so. As a result, it has been determined that Council can seek costs from the owner of this vessel to recover, store and dispose the vessel if required.

This project is highly complex and will be managed with upmost safety and care to minimise both social and environmental impacts. It is in our best interest to award the works to mitigate safety concerns in the area.

TIMING AND BUDGET

Budget of just over \$150,000 is left available for this job in the Capital Works Budget. Total funding of \$127,272 is required for the delivery of these works leaving \$22,728 remaining.

Should Council agree to the recommendation, the preferred tenderer will be engaged, and works will be programmed to be completed by 30 June 2025, subject to favorable weather conditions and contractor availability.

QUOTE SUMMARY

Criteria	Weighting	Sea fix Pty Ltd
Works Health & Safety and Risk Management.	15%	Sea fix has specified and provided copies of WHS policy, SWMS, licenses and certifications. They also specified that they have had no prior incidents that have required investigation or conviction.
Environmental Management Systems and Quality Systems	15%	Sea fix have everything in place and abides by guidelines. They have provided an Environmental Management System and Quality System. Sea fix have ISO accreditation in 45001 2018, 14001 2016, 9001 2016
Local Economic Benefit & Social Inclusion	5%	2 individuals will reside in Port Pirie during the project. Money will be spent in the region on accomodation, food and fuel.
Experience.	10%	Sea fix has been operating since 2021, but there team has have over 20 years in the marine and offshore oil and gas industries. Sea fix have also provided 3 referees. All of which were happy with their performance.
Implementation/Delivery Schedule	20%	Sea fix have specified in their quote return that the project would run for 9 days and could be delivered by 30 June 2025.
Value Added Services and Improvement & Innovation	5%	Sea fix are able to deliver bespoke work programs, this ensures that any issues arising can be managed promptly and efficiently. Sea fix also has the ability to undertake any other work on-site if required in consultation with PPRC. Any cost savings will be passed on if works are completed ahead of schedule and a comprehensive risk assessment will be conducted prior to any work.
Price	30%	Only one submission returned. Quote came back higher than anticipated butis within available budget.
General Comments	100%	

QUOTE SCORING MATRIX

ITEM	DESCRIPTION	WEIGHTING %	Sea fix Pty Ltd	
	Evaluation Criteria Note: () * Denotes Rating		Score (out of 5)	
	LUMPS SUM TENDER VALUE EXCL GST		\$	127,272.00
1	Works Health & Safety and Risk Management (Schedule 5)	15%	3	9.00
2	Environmental Management Systems and Quality Systems (Schedule 6)	15%	3	9.00
3	Local Economic Benefit & Social Inclusion (Schedule 7)	5%	1	1.00
5	Experience (Schedule 10)	10%	3	6.00
7	Implementation/Delivery Schedule (Schedule 12)	20%	3	12.00
8	Value Added Services and Improvement & Innovation (Schedule 13)	5%	3	3.00
10	Price (Schedules 16) Score = $2.5 + 5 * ((\$M - \$T) / \$M)$	30%	2	12.00
TOTAL SCORE INCLUDING PRICE		100%	52.00	
TOTAL RANK INCLUDING PRICE				
TOTAL SCORE EXCLUDING PRICE			33.00	
TOTAL RANK EXCLUDING PRICE				

ATTACHMENTS

Nil

Cr Keain declared a general interest in confidential item 16.3 Update on Negotiations - Expression of Interest Memorial Oval in that he is a member and volunteer at an organisation referred to in the report. As Cr Keane will not gain any personal benefit regarding this matter he will stay in the meeting, participate in the debate but will not vote on the matter.

16.3 UPDATE ON NEGOTIATIONS - EXPRESSION OF INTEREST MEMORIAL OVAL

RESOLUTION COM 019/25

MOVED: Cr M Hopgood

SECONDED: Cr L Peters

That Council note the advice from the Savoy Soccer Club that it has decided not to pursue either a trial or longer term occupation of the Kitchen and other Memorial Oval Function Centre facilities.

That given the advice, Council not pursue this opportunity any further and that the budget for potential purchase for the Savoy Clubhouse on Main Road Port Pirie, and also the adjoining property, be deleted.

CARRIED

Cr Keain did not vote.

All remaining Members entitled to vote at the meeting voted in favour.


MAYOR

Cr Hopgood declared a general interest in confidential item 16.5 RFT for Contract 2025/156 - Footpath Program - Goode Road in that an employee of a tenderer for the Contract is a member of the AWU. Cr Hopgood does not believe that he will gain any financial benefit if the decision is to award the Contract to this tenderer and will stay in the meeting, participate in the debate and vote on the matter.

Cr Petagna declared a general interest in confidential item 16.5 RFT for Contract 2025/156 - Footpath Program - Goode Road in that an employee of a tenderer for the Contract is a member of the AWU. Cr Petagna does not believe that he will gain any financial benefit if the decision is to award a Contract to this tenderer and will stay in the meeting, participate in the debate and vote on the matter.

16.5 RFT FOR CONTRACT 2025/156 - FOOTPATH PROGRAM - GOODE ROAD

RESOLUTION COM 021/25

MOVED: Cr A Zubrinich

SECONDED: Cr J Connor

That Council:

- award a contract to Caddy Earthworks Pty Ltd for the replacement of sections of footpaths on Goode Road in accordance with the documents submitted in response to Request for Tender for Contract 2024/156 – Footpath Program – Goode Road for the amount up to \$201,412 (excluding GST); and
- approve the contingency amount of \$20,000 and delegate the Chief Executive Officer to approve variations with this contingency amount.

CARRIED

Crs Hopgood and Petagna voted in favour.
All remaining Members entitled to vote at the meeting voted in favour.



MAYOR

16.6 RFQ FOR CONTRACT 2025/277 - BERTH 1 LOADING RAMP & BOAT REMOVAL WORKS

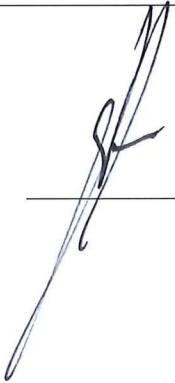
RESOLUTION COM 022/25

MOVED: Cr A Zubrinich

SECONDED: Cr M Hopgood

That Council award a contract to Sea Fix Pty Ltd for the remediation works required at Fisherman's Wharf in accordance with the documents submitted in response to Request for Quote 2025/277 – Berth 1 Loading Ramp & Boat Removal Works for the amount up to \$127,272 (excluding GST).

CARRIED



MAYOR

SPECIAL MEETING OF COUNCIL 11 June 2025



Members of Council

His Worship the Mayor L Stephens
Councillors:
Deputy Mayor Cr A Zubrinich,
Cr J Connor, Cr A Gulin, Cr M Hopgood,
Cr K Jackson, Cr J Joyce, Cr J Keain,
Cr G Petagna, Cr L Peters

Confidential Agenda

The business to be considered at the above-mentioned meeting
is set out in the attached Agenda.

A handwritten signature in black ink, appearing to read "Peter Ackland".

Peter Ackland
Chief Executive Officer
10 June 2025

AGENDA

3 **Items for Consideration as to Confidentiality 3**

3.1 RFT 2024/149 - Supply and Install Irrigation System at Phoenix Park Wetland 3

3 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

3.1 RFT 2024/149 - SUPPLY AND INSTALL IRRIGATION SYSTEM AT PHOENIX PARK WETLAND

Author: Terry McGinnis, Project Manager

Authoriser: Vivien Nsanabo, Director Infrastructure

File Reference: 2024.3510

Timeframe:	2025/26			
Budget Impact:	\$622,156			
Risk Assessment:	Primary Risk Type(s):		Financial / Infrastructure	
	Inherent Risk:	Likelihood	Consequence	Rating
		Possible	Moderate	Medium
	Controls:	<ul style="list-style-type: none"> Competitive tender process Award an appropriately qualified contractor 		
	Residual Risk:	Unlikely	Minor	Low

STRATEGIC REFERENCE:	
Theme	Our Lifestyle
Goal	Natural Environment
Strategy 3.4.1	Our natural landscapes are secured and form a significant part of the appeal of our region.

RECOMMENDATION

That Council:

- award a contract to SA Precision Contracting for the irrigation installation work in accordance with the documents submitted in response to Request for Tender Contract 2024/149 – Supply and Install Irrigation System at Phoenix Park Wetland up to the amount of \$622,156 (excluding GST); and
- delegate authority to the Chief Executive Officer to approve the variations under the contingency allowance up to the value of \$50,000.

EXECUTIVE SUMMARY

Council has received grant funding for \$1,925,000 for the Phoenix Park Wetland, as part of Greening Port Pirie. This funding is over a period of four years. The Phoenix Park Wetland project forms a large part of this overall greening initiative, with the irrigation integral to long term sustainability of the plants, trees and groundcovers being planted. This report outlines the tendering process that has been undertaken and nominates the preferred contractor to complete the works.

DISCUSSION

Greening Port Pirie is a collaborative project between the South Australian State Government, SA Water, Port Pirie Regional Council and Port Pirie Targeted Lead Abatement Program (TLAP) targeting key areas for restoration within the township.

Phoenix Park Wetland has been identified as having four land units comprising of exposed mud flats, chenopod shrublands, phragmite reed beds and amenity plantings, requiring restoration. These areas will be revegetated and restored by increasing perennial ground cover, whilst increasing ecological condition and habitat complexity, reducing environmental weed threats therefore enhancing the recreational values of the site.

The works to be completed are as per design from Pinion Advisory. The components will include, pumps, tanks, control system and all required pipes and fittings to suitably irrigate the Phoenix Park Wetland area. The control system will be compatible with current Port Pirie Regional Council systems.

The system is designed to ensure the new seeds, plants, groundcovers and trees have sufficient irrigation during their establishment stage, promoting long term sustainability and biodiversity in the identified areas.

It is envisaged that the irrigation components are ready to be installed in late June 2025, in readiness for the tubestock and seeds to be planted, to have suitable irrigation leading into the seasonally dryer months of the year.

The irrigation supply and installation can be staged over three sections, this will allow any civil works and landscaping to be completed on one section whilst still working on the others. PPRC to advise the successful contractor of the areas that are priority.

TENDER ASSESSMENT

Request for Tender documentation was lodged with SA Tenders and Contracts. Originally closing on 17 September 2024. We received six submissions all comprehensive, but all substantially over budget. We worked with Pinion Advisory to revise the scope whilst still ensuring we had suitable irrigation fulfilling the needs of the Wetland. We retendered the updated design on SA Tenders and Contracts with a closing date of 8 April 2025. We received five submissions, based on the revised scope.

Tenders were invited on a lump sum basis.

Tenderer	Tendered Price \$ (excluding GST)
SA Precision Contracting	\$622,156.00
Eco Dynamics	\$1,043,112.64
Fleurieu Civil and Construction Pty Ltd	\$1,192,540.30
TEC Contracting Pty Ltd	\$999,284.00
VISS Water Pty Ltd	\$711,785.00

QUALITATIVE ASSESSMENT

Tenders received have been assessed against the criteria as set out below:

Works Health & Safety, Risk Management	10%
Environmental Management Systems and Quality Systems	10%
Implementation/Delivery Schedule	15%
Value Added Services and Improvement & Innovation	30%
Warranty	5%
Price	30%
Total	100%

The tenders were evaluated by:

- Terry McGinnis – Project Manager
- Allan Henderson – Parks and Recreation Supervisor
- Glenn Miller – Projects and Procurement Co-ordinator

A summary of the tender assessment is contained in the tables on the following pages as

- The tender summary; and
- The tender scoring matrix

OVERALL FINDING

The tender submission received from SA Precision and contracting is deemed to be the best offer in relation to the specified works. The pricing provided by SA Precision Contracting provides the best value for money when compared against other pricing received. SA Precision Contracting have completed similar yet smaller projects for other councils in the Metropolitan Region. The reference checks that we have undertaken have given positive feedback, explaining that they are diligent and very professional. It is recommended that SA Precision Contracting are the successful tenderer.

TIMING AND BUDGET

Council has the following funding source for the execution of this project.

- Greening Grant Funding - \$622,156.00 for 2025/26 FY.

This is part of grant funding for \$1,925,000 for the Phoenix Park Wetland, as part of Greening Port Pirie. This funding is over a period of four years.

The overall funding allocated for the 2025/26 includes the purchase of all equipment, components and works. There is still sufficient budget to complete the works within the available funding.

Should Council agree the recommendation, the preferred tenderer will be engaged, and works will be programmed to be completed by 24 October 2025, subject to delays in weather.

Criteria	Weighting	SA Precision Contracting	Eco Dynamics	Fleurieu Civil & Construction Pty Ltd	TEC Contracting Pty Ltd	Viss Water Pty Ltd
Works Health & Safety and Risk Management.	10%	Supplied all relevant information and documents required. Documents including WHS Policy and referees and SWMS example	Supplied all relevant information and documents required. Documents including WHS Policy and referees and SWMS example	Supplied relevant information and documents required. Documents including WHS Policy and referees and SWMS example	Supplied relevant information and documents required. Documents including WHS Policy and referees and SWMS example	Supplied all relevant information and documents required. Documents including WHS Policy and referees and SWMS example
Environmental Management Systems and Quality Systems	10%	Supplied relevant examples of Environmental and Quality Management documents.	Supplied relevant documentation. Examples of Environmental and Quality Management documents. Supplied an Environmental Management Policy.	Supplied relevant documentation. Examples of Environmental and Quality Management documents. Supplied an Environmental Management Policy.	Supplied relevant documentation. Examples of Environmental and Quality Management documents. Supplied an Environmental Management Policy.	Supplied relevant documentation. Examples of Environmental and Quality Management documents. Supplied an Environmental Management Policy.
Implementation/Delivery Schedule	15%	Supplied a schedule that met the relevant time constraints. Times and tasks are realistic with the labour available. With a small work crew it is anticipated the scheduled work can be complete within these time frames.	Delivery is over a 120 day period from mobilisation date.. This is longer than some others. But okay. 10-14 weeks required to complete the contract.	Delivery is over a 24 week period. This is longer than many of the other submitting contractors. Submitted original tender documentation.	Supplied a schedule that met the relevant time constraints. Times and tasks are realistic with the labour available.	Supplied a schedule that met the relevant time constraints. Times and tasks are realistic with the labour available. Delivery times were quicker than other submissions.
Value Added Services and Improvement & Innovation	30%	Supplied two very suitable innovations. Both providing cost savings and alternatives to work scope. Flexibility to reduce/revise where required.	Offers advice and support in various fields. Yet offers no \$\$ figures to quantify.	If successful, possible be able to combine the irrigation installation with the landscaping schedule of works. Submitted the tender at a later date. If there were RFI and a reduced scope.No \$\$ figure quoted in cost saving.	Nil supplied	Innovations supplied to reduce costings. Flexibility around pricing reduction of scope and alternate brands for cost savings.
Warranty	5%	Standard warranty offered. 12 months	Standard warranty offered. 12 months	Standard warranty offered. 12 months	Standard warranty offered. 12 months	Standard warranty offered. 12 months
Price	30%	Competitive pricing. Sitting in lower range from the other submissions.	One of the most expensive of the submissions.	Not competitive to the lower submissions. With some RFI items it could prove to be a reduction in costings. But unlikely to save required amount from quoted.	High price. Sitting on the high scale of pricing.	Sitting in the competitive range. Second most cost efficient.
General Comments	100%	It appears that SAPC have the capability to complete the work scope supplied. With innovations supplied as cost savings. They have completed works with various councils within Adelaide.	ED has supplied a comprehensive submission. The price is not competitive compared to others. The experience is there as they have completed similar works elsewhere.	Fleurieu has supplied a comprehensive submission. The price is not competitive compared to others. The submission is the same as previous tender.	On the higher price. Submitted a competitive tender, but supplied no innovation of cost reduction.	Provided a competitive tender. Cost wise and experience is definitely a considered submission.

ITEM	DESCRIPTION Evaluation Criteria Note: () * Denotes Rating	WEIGHTING %	SA Precision Contracting		Eco Dynamics		Fleurieu Civil & Construction Pty Ltd		TEC Contracting Pty Ltd		Viss Water Pty Ltd	
			Score (out of 5)		Score (out of 5)		Score (out of 5)		Score (out of 5)		Score (out of 5)	
	LUMPS SUM TENDER VALUE EXCL GST		\$ 622,156.00		\$ 1,043,112.64		\$ 1,192,540.30		\$ 999,284.00		\$ 711,785.00	
1	Works Health & Safety and Risk Management (Schedule 5)	10%	3	6.00	3	6.00	3	6.00	3	6.00	3	6.00
2	Environmental Management Systems and Quality Systems (Schedule 6)	10%	3	6.00	3	6.00	3	6.00	3	6.00	3	6.00
7	Implementation/Delivery Schedule (Schedule 12)	25%	3	15.00	2	10.00	1	5.00	3	15.00	3	15.00
8	Value Added Services and Improvement & Innovation (Schedule 13)	5%	4	4.00	2	2.00	1	1.00	0	0.00	4	4.00
9	Warranty (Schedule 14)	10%	3	6.00	3	6.00	3	6.00	3	6.00	3	6.00
10	Price (Schedules 16) Score = 2.5 + 5*((M-\$T)/\$M)	40%	3.41	27.28	0.65	5.20	-0.33	-2.64	0.94	7.52	2.83	22.64
TOTAL SCORE INCLUDING PRICE		100%	64.28		35.20		21.36		40.52		59.64	
TOTAL RANK INCLUDING PRICE			1		4		5		3		2	
TOTAL SCORE EXCLUDING PRICE			52.28		23.20		9.36		28.52		47.64	
TOTAL RANK EXCLUDING PRICE			1		4		5		3		2	

ATTACHMENTS

Nil

MINUTES OF ITEMS THAT WERE CONSIDERED UNDER CONFIDENTIALITY PURSUANT TO SECTION 90(2) OF THE LOCAL GOVERNMENT ACT 1999 FOR THE SPECIAL COUNCIL MEETING HELD ON WEDNESDAY 11 JUNE 2025.

3 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

3.1 RFT 2024/149 - SUPPLY AND INSTALL IRRIGATION SYSTEM AT PHOENIX PARK WETLAND

RESOLUTION CSCM 005/25

MOVED: Cr M Hopgood

SECONDED: Cr G Petagna

That Council:

- **award a contract to SA Precision Contracting for the irrigation installation work in accordance with the documents submitted in response to Request for Tender Contract 2024/149 – Supply and Install Irrigation System at Phoenix Park Wetland up to the amount of \$622,156 (excluding GST); and**
- **delegate authority to the Chief Executive Officer to approve the variations under the contingency allowance up to the value of \$50,000.**

CARRIED



MAYOR

ORDINARY MEETING OF COUNCIL 25 June 2025



Members of Council

His Worship the Mayor L Stephens
Councillors:
Deputy Mayor Cr A Zubrinich,
Cr J Connor, Cr A Gulin, Cr M Hopgood,
Cr K Jackson, Cr J Joyce, Cr J Keain,
Cr G Petagna, Cr L Peters

Confidential Agenda

The business to be considered at the above-mentioned meeting
is set out in the attached Agenda.

A handwritten signature in black ink, appearing to read "Peter Ackland".

Peter Ackland
Chief Executive Officer
20 June 2025

AGENDA

1	Items for Consideration as to Confidentiality	3
1.1	SusTech Update	3
1.2	Notice of Claim - Update	9
1.3	CEO Performance Review Committee Meeting Minutes 28 May 2025	14

ACKNOWLEDGEMENT

We acknowledge and respect the traditional custodians whose ancestral lands we are meeting upon here today.

We pay tribute to those who have served and continue to serve this great country, we pay tribute to our first responders and recognise the multicultural community that makes this region so unique.

1.0 ATTENDANCE:

1.1 Present

His Worship the Mayor L Stephens, Deputy Mayor Cr A Zubrinich, Cr L Peters (Chairperson)

Kate Carmody, Executive Assistant (Minutes)

1.2 Apologies

Cr K Jackson

1.3 Leave of Absence

Nil

1.4 Non-Attendance

Nil

2.0 DECLARATION OF INTERESTS:

Nil

3.0 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY:

3.1 Consideration of Chief Executive Officer's Remuneration Pursuant to Section 90(3)(a)

CE013/25 **MOVED Mayor Stephens** **SECONDED Cr Zubrinich**
Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of K Carmody, Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 3.1 Consideration of Chief Executive Officer's Remuneration to enable the Committee to consider Item 5.1 in confidence on the basis the Committee considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information relating to Item 3.1:

- information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable

being information relating to the Chief Executive Officer, which is sensitive as details of his performance will be discussed.

Accordingly, on this basis, the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential

CARRIED

It was noted that the contents of the CEO Performance Appraisal Report has been discussed with the CEO.

The CEO's current total remuneration package is within the Remuneration Tribunal's final Determination bandwidth as per Level 5.

CE014/25 **MOVED Cr Zubrinich SECONDED Mayor Stephens**
That the status quo remains with regard to the Chief Executive Officer's current remuneration package.
CARRIED

Section 91(7) Order

CE015/25 **MOVED Mayor Stephens SECONDED Cr Zubrinich**
Pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the agenda reports, attachments, discussion and minutes relating to Agenda Item 3.1 Consideration of Chief Executive Officer's Remuneration shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Sections 90(2) and (3)(a) of the Act on the grounds that the documents relate to information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable, being information relating to the Chief Executive Officer which is sensitive as details of his performance will be discussed.

This order shall operate for a period of six (6) months or until the process has been finalised.

Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or his delegate) the power to revoke this order in whole or part.

CARRIED

3.2 Consideration of Chief Executive Officer's Key Performance Indicators for 2025/26
This item was withdrawn.

4.0 CLOSURE:

The meeting closed at 5.07pm.

CHAIRPERSON

MINUTES OF ITEMS THAT WERE CONSIDERED UNDER CONFIDENTIALITY PURSUANT TO SECTION 90(2) OF THE LOCAL GOVERNMENT ACT 1999 FOR THE ORDINARY COUNCIL MEETING HELD ON WEDNESDAY 25 JUNE 2025.

16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

16.1 SUSTECH UPDATE

RESOLUTION COM 023/25

MOVED: Cr J Connor

SECONDED: Cr J Joyce

That the report be received and noted.

CARRIED

16.2 NOTICE OF CLAIM - UPDATE

RESOLUTION COM 024/25

MOVED: Cr L Peters

SECONDED: Cr M Hopgood

That Council receive and note the report.

CARRIED

16.3 MINUTES OF THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE MEETING HELD ON 28 MAY 2025

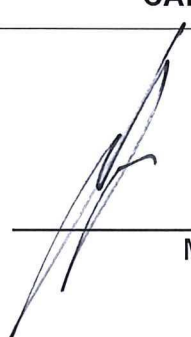
RESOLUTION COM 025/25

MOVED: Cr M Hopgood

SECONDED: Cr A Gulin

That the Minutes of the Chief Executive Officer Performance Review Committee Meeting held on 28 May 2025 be received.

CARRIED


MAYOR