**CHIEF EXECUTIVE OFFICER SELECTION PANEL (COMMITTEE)**

**Council Members:**
His Worship the Mayor L Stephens (Chairperson)
Cr M Hopgood
Cr L Peters

NOTICE is hereby given that a meeting of the **Chief Executive Officer Selection Panel (Committee)** will be held on **Wednesday, 2 July 2025 at 4.30pm** in the Mayor's Office, Port Pirie Regional Council Administration Office, 115 Ellen Street, Port Pirie.



**Peter Ackland**
**Chief Executive Officer**
26 June 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 OF LAST MEETING**

2.1 Chief Executive Officer Selection Panel Meeting held 23 June 2025

**3.0 BUSINESS ARISING FROM MINUTES**

**4.0 DECLARATIONS OF INTERESTS**

**5.0 REPORTS / ITEMS FOR CONSIDERATION OF CONFIDENTIALITY**

5.1 Chief Executive Officer Recruitment Proposals
Pursuant to Section 90(3)(k)

**Pursuant to Section 90(2) & (3)(k) of the *Local Government Act 1999*, the Council orders that the public, with the exception of the Executive Assistant (minutes) be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Chief Executive Officer Recruitment Proposals to enable the Committee to consider this item 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 information or matters relating to Item 5.1 which are proposals for the provision of services, the disclosure of which would be unreasonable as the proposals contain commercial in confidence information.**

**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

**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 5.1 Chief Executive Officer Recruitment Proposals shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Section 90(2) & (3)(k) of the Act on the grounds that the documents relate to proposals for the provision of services, the disclosure of which would be unreasonable as the proposals contain commercial in confidence information.**

**This order shall operate for a period of six (6) months or until an agreement is finalised.**

**Pursuant to Section 91(9)(c) of the *Local Government Act 1999*, the Council delegates to the Chief Executive Officer (or their 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.**

**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 CHIEF EXECUTIVE OFFICER SELECTION PANEL (COMMITTEE) MEETING HELD ON MONDAY 23 JUNE 2025 IN THE COUNCIL CHAMBER, PORT PIRIE REGIONAL COUNCIL ADMINISTRATION OFFICE, 115 ELLEN STREET, PORT PIRIE AT 5.26 PM.**

**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 (Chair) and Crs M Hopgood (arrived 5.40pm) and L Peters

1.2 Apologies

Nil

1.3 Leave of Absence

Nil

1.4 Non Attendance

Nil

## 2.0 CONFIRMATION OF MINUTES OF LAST MEETING

2.1 Chief Executive Officer Selection Panel Meeting held 11 June 2025

**MOVED Cr Peters SECONDED Mayor Stephens**

**CSP05/25 That the Minutes of the Chief Executive Officer Selection Panel meeting held on 11 June 2025 be received and confirmed.**

**CARRIED**

## 3.0 BUSINESS ARISING FROM MINUTES

Nil

## 4.0 DECLARATIONS OF INTERESTS

Nil

## 5.0 REPORTS / ITEMS FOR CONSIDERATION OF CONFIDENTIALITY

5.1 Review of Employment Agreement and Job Description

Cr Hopgood arrived at 5.40pm.

**MOVED Cr Hopgood SECONDED Cr Peters**

**CSP06/25 That the draft Employment Agreement and Job Description and the recommendation for the preferred recruitment agency be presented to Council for consideration and endorsement at a Special meeting prior to the July Workshop.**

**CARRIED**

**6.0 NEXT MEETING:** Wednesday 2 July 2025 at 4.30pm.

**7.0 CLOSURE:** 6.20pm

_____

**CHAIRPERSON**

Davidson

Enhancing workplace performance
www.davidsonwp.com

# Davidson Executive Search Proposal

## Chief Executive Officer
## Port Pirie Regional Council

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**Prepared By:**

Sam Wallace, Partner
Vanessa Huxley, Senior Partner

Mayor Leon Stephens
Chair, Chief Executive Officer Selection Panel
Port Pirie Regional Council
115 Ellen Street
Port Pirie SA 5540

Via email: kcarmody@pirie.sa.gov.au

Dear Mayor Stephens,

Re: Executive Search Proposal – Chief Executive Officer, Port Pirie Regional Council

It's with great pleasure that we submit our proposal for the recruitment of the Chief Executive Officer at the Port Pirie Regional Council. The enclosed proposal outlines Davidson's service differentiation, our recommended search process, and the fee structure to undertake this search.

National specialists with local expertise, Davidson proudly has offices in all states and territories delivering the full executive search and advisory product suite, drawing upon our team of more than 150 people nationally to deliver that specialist expertise regardless of location. Davidson SA continues to deliver high end executive search outcomes for clients across sectors and includes the likes of Whyalla City Council, SA Water, City of Adelaide, Dept for Environment and Water, Australian Submarine Corporation and PIRSA. Our ability to showcase South Australia and its economic prosperity, livability and lifestyle to candidate's interstate and internationally has seen multiple appointments involving the relocation of talent otherwise unavailable locally.

As search specialists, our projects heavily rely on our targeted search strategies and Davidson's extensive national network. We have a deep understanding of the strategic landscape of the local government sector and a proven record of senior appointments and connections across government and related sectors nationwide. We are well-versed in the challenges and nuances of recruiting executive roles within the regional local government landscape, including considerations around remuneration, managing applicants and expectations, and effectively presenting opportunities to potential candidate.

We are also committed to promoting diversity and will ensure a diverse talent pool through targeted mapping, initial engagement, and interviews, all the way to shortlisting. We also recognise the importance of looking after internal candidates, as your employees are your greatest assets and advocates. We will ensure every internal applicant is contacted and interviewed against the agreed skills, attributes and qualifications outlined in the initial brief and they will candidates receive the same level of care we give all our external applicants.

Davidson Search and Advisory have continued to support and advise regional councils in South Australia, showcased by the invitation to present at the Kelledy Jones Regional CEO Forum in October 2024. Justin Hanney, National Local Government Practice Lead for Davidson Advisory and former CEO of City of Melbourne and joined by Sam Wallace, Partner Davidson Search SA, presented to the group of largely regional CEOs on the benefits of transformation programs and shared services organisational design with case studies and insights into risk minimisation, commercial capability uplift and best in show examples. A well-received presentation, cementing Davidson's commitment to the South Australian Local Council network.

We are excited to share that we have recently launched the fourth annual Local Government CEO Survey, which garnered responses from approximately 170 CEOs across the national sector. This initiative allows us to gather insights from leaders across Australia, providing a comprehensive understanding of the dynamic landscape in which we operate. Within this proposal, you will find a list of relevant positions we have recently recruited. Should you put your faith in us to deliver on this critical search, we will use every means at our disposal to deliver an outstanding result and exceed your service expectations.

Should you wish to discuss this proposal or require any further information regarding our support for your recruitment efforts, please do not hesitate to contact us.

**Sam Wallace**
Partner
Davidson Search & Advisory
Sam.Wallace@davidsonwp.com

**Vanessa Huxley**
Senior Partner
Davidson Search & Advisory
Vanessa.Huxley@davidsonwp.com

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# Why Partner with Davidson?

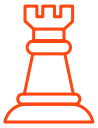
Davidson is an Australian company that has been dedicated to enhancing workplace performance for over 30 years. Our founders, who established the company in 1991, have instilled ethical business practices as the foundation of our continuous development. With a national presence and locally sourced expertise, we offer comprehensive services designed to elevate and transform workplace effectiveness.

Our team comprises specialists in Executive Search and Recruitment, Business Advisory and Technology Consulting, enabling us to offer tailored solutions to meet diverse organisational needs.



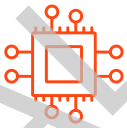
**Executive Search and Recruitment**

Ensuring your team has the capability and capacity to deliver effective outcomes.



**Business Advisory**

Aligning strategies and plans to optimise performance and manage risks and transformations.



**Technology Consulting**

Leveraging digital platforms to improve performance, satisfaction and outcomes.

We build longstanding relationships with our clients and focus on delivering exceptional results. We treat our clients as trusted friends or family, providing genuine advice and going the extra mile to ensure long-term success.

We work with our clients on culture, strategy and planning, systems and processes, structure, capability, and capacity. We aim to help our clients enhance workplace performance by improving revenue, staffing solutions, increasing efficiencies, reducing costs, mitigating risks, and addressing complex challenges.

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# Our Search Value Proposition

### Best-Practice Expertise with a National Presence and Reach

Davidson Search & Advisory is a national business with offices across Melbourne, Sydney, Brisbane, Northern Territory and Adelaide.

The Davidson Search & Advisory group of Partners have a long-standing and demonstrated record of delivering Talent solutions specifically across:

- All three tiers of Government and Statutory Authorities and agencies;
- Emergency Services;
- Peak Authorities and associations;
- Infrastructure, Utilities & Transport;
- Health (including aged care and disability);
- Education; and
- Not-for-profit sector.

### Ensuring Diversity

Davidson perceives this search assignment as an opportunity to continue to play a part in leading, supporting and co-creating thought leadership and advancing diversity for the betterment of the sector.

Our approach to ensuring diversity is present throughout the recruitment process.

### Placing the Customer Experience at the heart of every action

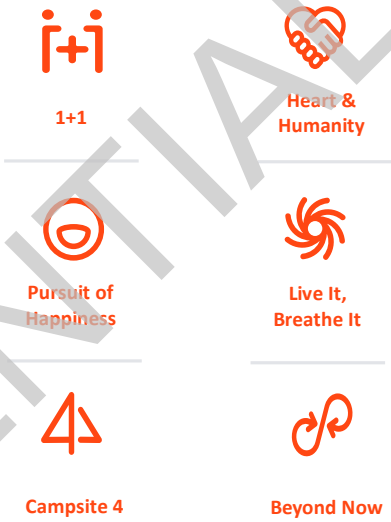
We invest heavily in our ability to deliver a heightened end-to-end experience for both clients and candidates. All internal and external applicants are supported through the process appropriately, and whilst challenged, they feel they have had a positive and rewarding developmental experience regardless of the outcome. Meanwhile, our clients benefit from a range of easy-to-use tools and reporting that aid in decision-making and governance.

We are passionate about continuously measuring the satisfaction measure of both candidate' and clients satisfaction via our Net Promoter Score (NPS). Today our candidate NPS is 72% and our client NPS is 85%.

### We derive purpose from making a positive impact on the lives of our clients & candidates

Our founding values set in 1991 continue to lead our Value Proposition.

We live to change the lives for the better and enhancing workplaces. We guide and measure our value contribution by these six core values:




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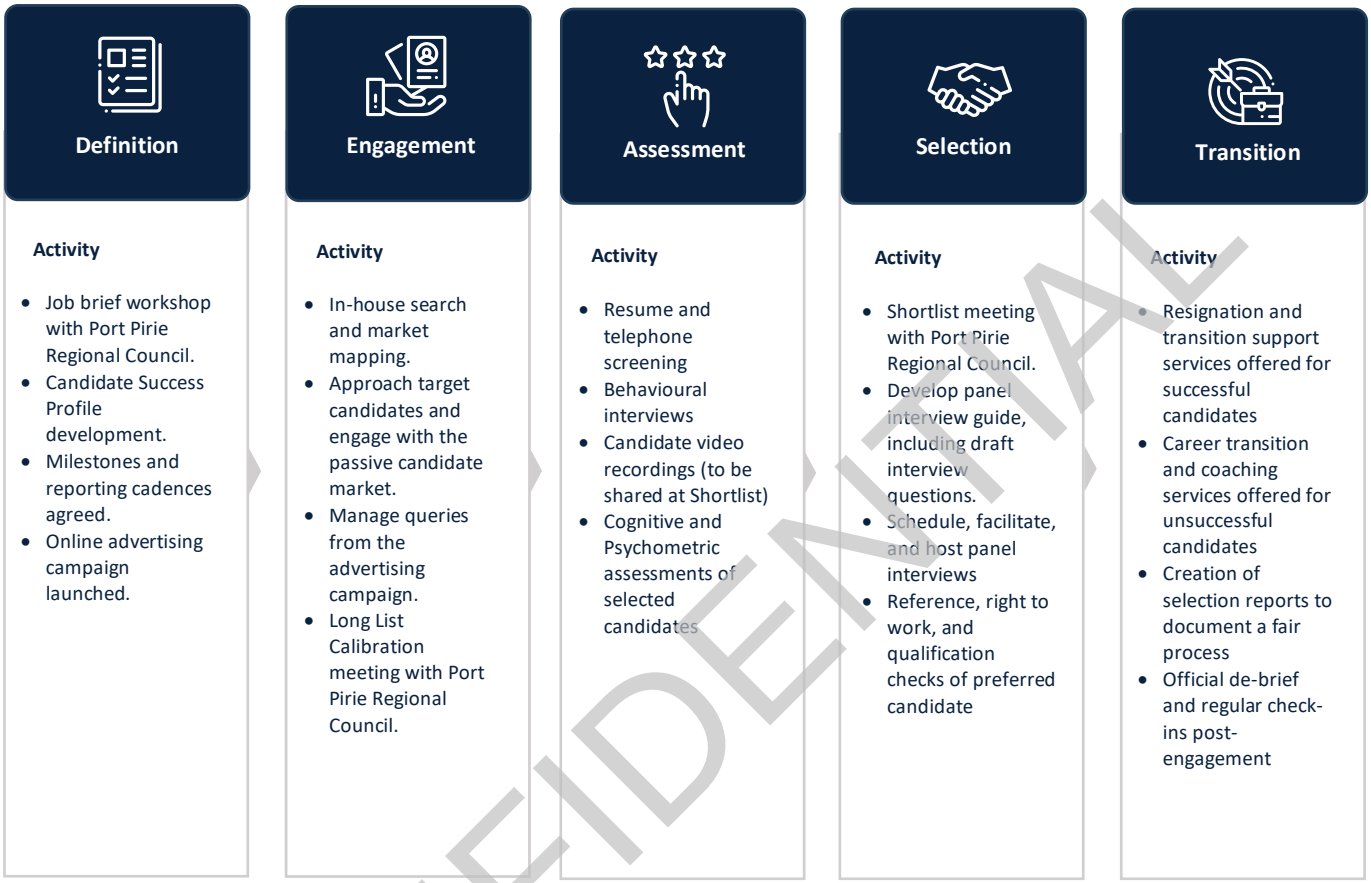
# Key Features of our Search Proposal

| | |
|---|---|
| **Search Strategy** | We use a blend of targeted executive search (supported by a professional research team) and a high-reach online advertising campaign to engage the talent market nationally. |
| **Project Leads** | • Sam Wallace, Partner, Davidson Search & Advisory<br>• Vanessa Huxley, Senior Partner, Davidson Search & Advisory |
| **Process** | • Job briefing session and Success Profile development<br>• Marketing mapping and confidential talent engagement<br>• Online advertising (including a dedicated microsite hosted by Davidson)<br>• Competency-based assessment including behavioural interview, Nativevideo recording, and Talegent psychometric and cognitive suite<br>• Panel interview support<br>• Reference checking and probity<br>• Transition counselling and support<br><br>**See Appendix I for more details.** |
| **Timeframes** | Our team will commit resources to ensure this engagement can be delivered by your desired date. We would agree on timelines from the outset however, a typical process usually takes 6 to 7 weeks from job brief to shortlist followed by panel interviews, reference checks and offer negotiation. |
| **Recruitment Fees** | Based on our commitment to the Local Government sector, we propose a fee of $34,000 + GST.<br><br>Please refer to page 11 for further information on our offering to Port Pirie Regional Council. |

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# Executive Search Timeline

The following table outlines the key phases, activities, and associated timeframes for our executive search assignments. This structure is indicative and might be adapted to cater to specific role requirements:




**Reporting**

In weeks 2 to 4 we will provide weekly updates, including working lists and benchmark candidates, as appropriate. In weeks 5 to 6, we'll create and deliver multi-dimensional shortlist report and panel interview guides and facilitate panel interviews for Port Pirie Regional Council.

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# Our Experience in Placing Talent

In the past 3 years, our award-winning team of partners have placed over 125 CEOs and over 200 executive roles nationally across a range of sectors, both commercial, private and government.

**Relevant Chief Executive Officer Appointments:**

**Aligned Executive Roles**

**Regional**

- Chief Executive Officer, Baw Baw Shire Council - Current
- Chief Executive Officer, Mornington Peninsula Shire Council VIC, 2025
- Chief Executive Officer, Cairns Regional Council Qld, 2024
- Chief Executive Officer, Moyne Shire Council VIC, 2024
- Chief Executive Officer, East Gippsland Shire Council VIC, 2024
- Chief Executive Officer, Bass Coast Shire Council VIC, 2024
- Chief Executive Officer, Gympie Regional Council QLD, 2023
- Chief Executive Officer, Glenelg Shire Council VIC, 2023
- Chief Executive Officer, Gannawarra Shire Council VIC, 2022
- Chief Executive Officer, Mackay Regional Council QLD, 2022
- Chief Executive Officer, Mansfield Shire Council VIC, 2022
- Chief Executive Officer, Swan Hill Rural Council Vic, 2022
- Chief Executive Officer, Noosa Shire Council QLD, 2022
- Chief Executive Officer, Geelong Regional Library Corporation, 2021
- Chief Executive Officer, G21 Geelong Region Alliance, 2021
- General Manager, Infrastructure, City of Whyalla
- General Manager, Corporate Services, City of Whyalla
- General Manager, City Growth, City of Whyalla
- Manager, Assets and Planning, City of Whyalla

**Metro**

- Chief Executive Officer, City of Adelaide, 2024
- Chief Executive Officer, City of Darebin VIC, 2025
- Chief Executive Officer, Brisbane City Council, 2024
- Chief Executive Officer, City of Hobart, 2024
- Interim Chief Executive Officer, Alice Springs Town Council NT, 2023
- Chief Executive Officer, City Parklands Pty Ltd, 2023
- Chief Executive Officer, City of Port Phillip VIC, 2022
- Chief Executive Officer, SunCentral Maroochydore Pty Ltd, 2022
- Chief Executive Officer, Wimmera Catchment Authority, 2021
- Chief Executive Officer, City of Hobart, 2021

**Aligned Executive Roles**

- Chief Executive Officer, Wannon Water
- Chief Executive Officer, Lower Murray Water
- Chief Executive Officer, SuniTafe
- General Manager People and Safety, SA Water
- General Manager Operations, SA Water
- Chief Executive Officer, Dept of Environment and Water
- Director Infrastructure and Operations, Dept of Environment and Water
- Executive Director, TAFE South Australia
- General Manager WHSE, Australian Submarine Corporation
- Foundation Director, Northern Health

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# Your Dedicated Davidson Search Leads



**Sam Wallace**

Partner, Davidson Search & Advisory

**Client Lead**

Sam has an extensive and successful career in the professional recruitment and executive search market. Working across the eastern seaboard and South Australia, he has significant experience sourcing C-suite and leadership roles nationally, including delivering executive search processes at Director, CEO, CFO and Board level.

A professional career commencing in public justice in NSW government agencies and departments, extending to major international crimes and public inquiries, Sam moved into corporate recruitment in the mid 2000's. Joining a national firm, Sam operated as Principal Consultant across the east coast of Australia embarking on successful high-profile assignments, whilst building the company brand.

Sam combined this experience and knowledge to establish a boutique professional recruitment and executive search firm, consistently delivering executive search processes, consulting, large scale client in-house projects and professional recruitment services for clients across multiple sectors, ranging from ASX listed, multi-nationals, NGO's and SME's.

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**Vanessa Huxley**

Senior Partner, Davidson Search & Advisory

**Strategic Advisor**

Vanessa Huxley is a senior executive search and recruitment professional with over a decade of experience specialising in senior appointments across public and commercial sectors. Currently serving as Senior Partner and Local Government Sector Lead (VIC) at Davidson Search & Advisory, Vanessa plays a critical role in shaping executive leadership teams across Victorian Councils, leveraging her deep sector knowledge, strategic insight, and strong networks to deliver outstanding recruitment outcomes.

Since joining Davidson in 2020, she has led numerous high-impact executive search assignments with a reputation for integrity, a partnership approach and exceptional candidate care. Vanessa's career is underpinned by a strong understanding of governance, community needs, and policy, shaped by her time as an elected Councillor for the City of Port Phillip from 2012 to 2016. This experience gives her unique insight into the challenges and expectations facing Council leaders and allows her to bring both passion and empathy to executive placements in the sector. Vanessa has completed a Bachelor of Communications and is a Graduate of the Australian Institute of Company Directors.

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# Equity & Diversity

Davidson's 'heart and humanity' value champions diversity, gender equality, and inclusivity. Our social commitment strategy covers:



Disability | Diversity and inclusion | Domestic violence | First nations

Our offices prominently feature Aboriginal cultural symbols, emphasising our dedication to an inclusive environment. In 2019, we committed to proactive diversity in our talent pools. We align our recruitment strategies with clients' diversity aspirations, ensuring harmony with their broader objectives.

### Inclusive recruitment and candidate support approach

Our recruitment combines targeted partnerships, inclusive job postings, and specialised job boards to reach diverse talent. We emphasise standardised evaluations and diverse interview panels for unbiased assessments.

### Identified recruitment

With a foundation of profound respect for Aboriginal and Torres Strait Islander heritages, our recruitment maintains cultural sensitivity. We enhance this by partnering with an Aboriginal-owned consulting business, infusing our processes with a deeper cultural understanding.

### Accessibility

Our facilities, in line with the Disability Discrimination Act 1992, prioritise accessibility. Davidson's digital platform and job board are designed with inclusivity at the forefront, ensuring every candidate has equitable access.

### Executive search and board diversity

Our legacy includes initiatives like creating the Olympic Legacy Committee, emphasising diverse representation, and endorsing the Women on Boards initiative, achieving a milestone of over 50% female representation.

### Partnerships and certifications

Davidson is certified with ISO9001 to demonstrate our adherence to quality standards and partners with Diversity Council Australia, enhancing our recruitment approaches with a strong emphasis on diversity. In 2017 we created the 'Top 50 Women in the Public Sector', underscoring our commitment to gender diversity – winning an APSCo Award for Excellence and now co-managed with IPAA.




### Metrics and reporting and transparency

We track diverse attributes in our CRM, with applicants given the choice to provide their diversity details, and we offer tailored diversity reports to support clients' diversity commitments.

### Continuous improvement

We persistently refine our attraction and shortlisting strategies, collaborating with clients to bolster diversity and inclusivity.

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# Proposed Fees and Inclusions

### Fee Structure

Based on our commitment to the Local Government sector and interests to develop a long-term partnership with Port Pirie Regional Council, we propose a fee of $28,000 + GST.

The rendering will be outlined below:

- 1/3 of the fee will be invoiced upon commencement of the project;
- 1/3 of the fee will be invoiced upon presentation of the shortlist and;
- The balance of the fee will be invoiced upon successful completion of the assignment; that is, when an offer is accepted by the successful candidate.

### Replacement Guarantee

- 12-months replacement guarantee period for the successful candidate from commencement.

### Payment Terms

- A schedule of our terms of business will be forwarded to you once the proposal is accepted. Our terms of business require settlement of our invoices in full within 14 days of the date of our invoice
- All fees are exclusive of GST

### Inclusions

- Job briefing session and Success Profile development
- Online advertising, and promotion through Davidson's national LinkedIn channels
- Creation of a Port Pirie Regional Council microsite, hosted by Davidson, for access by candidates showcasing the role, the employee value proposition and destination marketing for those contemplating relocation.
- Marketing mapping and confidential talent engagement
- Competency-based assessment including behavioural interview, Nativevideo recording, and Talegent psychometric and cognitive suite
- Panel interview support, including draft interview questions, interview documentation, and facilitation (including hosting at our CBD office if requested)
- Reference checking and probity (including right-to-work and qualifications checks)
- Candidate transition counselling and support

### Exclusions

- Print advertising (National, State and Local)
- Travel and accommodation costs associated with interstate travel for Candidates engaged in the recruitment process.

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# Referees

Contact details made available upon request.



**Justin Commons**
**Chief Executive Officer, City of Whyalla**

*Contact details can be provided upon request.*

Davidson currently partnering with City of Whyalla on four executive roles.



**Danny Goss**
**Mayor, Baw Baw Shire Council**

*Contact details can be provided upon request.*

Davidson are currently partnering with Danny and Baw Baw Shire Council on their CEO recruitment process.



**David Ryan**
**Chief Executive Officer, SA Water**

*Contact details can be provided upon request.*

Davidson have successfully completed a number of senior manager and executive roles for SA Water including GM People and Safety and Senior Manager, Safety

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# Contact us

For further discussion, please contact:



**Sam Wallace**
Partner, Davidson Search & Advisory

0437 313 130
Sam.Wallace@davidsonwp.com



**Vanessa Huxley**
Senior Partner, Davidson Search & Advisory

0417 708 112
Vanessa.Huxley@davidsonwp.com

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# Appendices

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# Appendix I

Critical Success Factors
of our Search Methodology

# Critical Success Factors of our Search Methodology

**Phase 1: Briefing Workshop with the hiring manager of Port Pirie Regional Council**

We invest significant time and energy into the entire selection process, beginning with ensuring we have a clear brief and alignment on the role and requirements before we take it to market. We will facilitate a workshop session with your nominated representatives to question and actively listen, to reach a collective consensus on the key outcomes and result areas desired from the new Chief Executive Officer.

This workshop will ensure essential criteria required of candidates, search parameters, advertising, timeframes and salary, and communication/search milestones are established upfront. Following this workshop, we will create all draft advertisements and the Success Profile for approval before officially going to market.

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**Davidson Success Profiles**

Davidson builds out a uniquely tailored, competency-based profile for each role, highlighting the skills, knowledge and personal attributes required in candidates. The Success Profile also highlights the key result areas upon which the success of the incoming Chief Executive Officer will rest.

Our client advocates find this discussion around the key result areas to be an invaluable exercise in setting performance expectations for prospective candidates. The Success Profile is used as a marketing tool for interested candidates, highlighting both the role and your organisation.



## Phase 2: Market Engagement

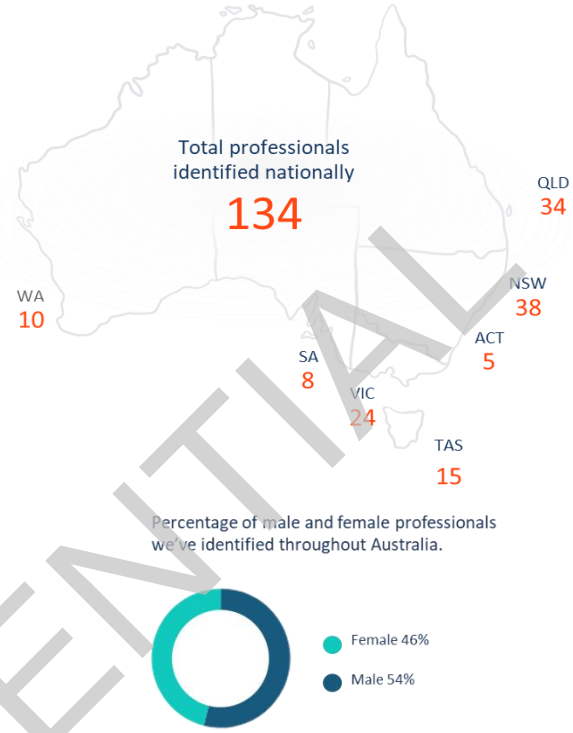
Our dedicated in-house Research team excels at mapping identified top talent from a range of agreed sectors and geographies to identify aligned talent for the Chief Executive Officer opportunity.

This specialised approach can be provided as a standalone service or as part of recruitment-driven assignments where a customised search strategy is paramount.

By employing our research-driven market mapping methodology, you will gain the following:

- **Tailored industry and functional expertise:** Davidson has a proven track record of delivering bespoke market maps for functional leadership and specialist roles within your sector. Our expertise extends to companies with diverse skill bases across a range of locations, as showcased in our case studies.
- **Data transparency and control:** Davidson partners with you during every step of the market mapping process, ensuring you gain critical talent insights and valuable competitive intelligence. Whether engaged for a standalone market mapping project or as part of a recruitment assignment, our commitment to transparency remains unwavering. Your organisation will receive full access to the completed market map, which can then be leveraged for strategic advantage.
- **Strategic talent pipelining:** As part of our market mapping solution, our research team can identify talent for current vacancies as well as uncovering candidates for future talent pipelining needs, laying the groundwork for longer-term strategic talent acquisition. We have successfully supported numerous clients in this capacity, as evidenced by our case studies.

**Example of a market map for a Chief Strategy role in the NFP sector that would be provided as part of a recruitment assignment.**




**Searched titles**

- Chief Strategy Officer
- Executive Strategy
- Head of Strategy
- Executive Transformation
- Enterprise Strategy
- Customer Strategy

**Searched skills**

- Enterprise Strategy
- Transformation
- Organisational change
- Change management
- Customer
- Financial sustainability

**Industries**

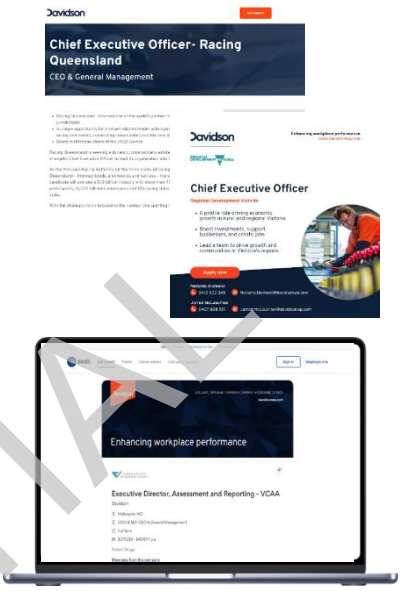
- NFP
- Health
- Public Health & Hospitals

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## Phase 2: Market Engagement (continued)

### Reputational Risk

Our Partners are micro-specialists in their industry sectors, possessing an acute awareness of candidate reputations in the market. We assess candidate reputation based on our sector knowledge, as well as negative press checks to address reputational risk.




### Multidimensional Advertising/Social Media

To complement, search efforts Davidson will conduct a tailored advertising campaign utilising specific job boards of relevance to this opportunity – this may include the Davidson website, Seek and LinkedIn. We can include print advertising at cost, if requested.

Davidson will also craft a banner campaign through LinkedIn that complements our significant online presence of 60,000 followers, as well as our personal existing networks across Australia and New Zealand.

### Weekly Reporting

Our team will provide a weekly update of our progress in reaching out to the market and a long list of interested candidates (and their status) as we travel towards the shortlist.

## Phase 3: Assessment Process

Our advised assessment tools include:

- Resume and phone screening
- Behavioural interviews
- Talegent Psychometric Assessment (cognitive and personality)
- 2-minute candidate introductory videos
- Formal and informal reference checking

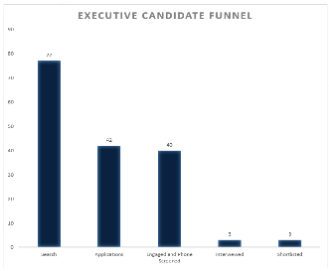
### Internal Candidate Process

At Davidson, we recognise the importance of looking after internal candidates, as your employees are your greatest assets and advocates. We will ensure every internal applicant is contacted and interviewed against the agreed skills, attributes and qualifications outlined in the initial brief. We will ensure your internal candidates receive the same level of care we give all our external applicants.

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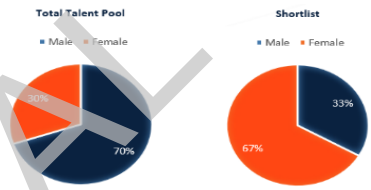
## Phase 4: Selection

### Multi-Dimensional Shortlist Report




Our Partners will meet with your delegated key stakeholders to review the shortlist of candidates and recommendations. The shortlisting report will be presented at least 24 hours ahead of the scheduled meeting to allow you to review and consider the contents. This shortlisting report and discussions will cover:

- Candidate diversity – aiming for a gender-balanced shortlist.
- Resumes of each applicant being recommended for consideration.
- The 2-minute video introduction of each applicant being recommended for consideration.
- A long list of all applicants who applied for the role.




We will talk through the candidates and our recommendations and answer any questions, with the aim of refining the list of talent to a short list of those the selection panel would like to proceed to a panel interview.

### Measuring Leadership Competence/Psychometric Assessments



Talegent is internationally recognised as a leading assessment tool. Supported by a team of in-house Consulting Psychologists, our suite of psychometric assessment tools delivers an objective and scientific foundation for defining, assessing, and measuring potential success. These tools also enable us to provide feedback and support to candidates at various stages of the process. We typically recommend that candidates who are preferred after panel interview are requested to sit the psychometric assessment but can accommodate variations to this schedule to suit your preference.

### Facilitating the Panel Interview Process

Our Partners will design your entire interview guide for the formal panel interviews. These can be undertaken on your premises or complimentary at one of our designated office locations across the country. Partners can form part of your official selection panel for the search or simply coordinate the process on your behalf.

Davidson will take responsibility for developing the final Selection Report and undertake all probity and reference checks as required and provide them in an agreed timely manner.

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## Phase 5: Candidate Integrity and Reputation

Through partnering with our experienced provider networks, Davidson offers detailed searches and vetting to minimise risk and potentially negative media exposure. Our thorough vetting for Executives includes:

**Executive background screening**

- Right to work in Australia Check
- Medical checks (if required)

**Social and adverse media search**

- Facebook, Twitter, Instagram, LinkedIn
- News and web search

**Reference checks**

2 formal employment references tailored to the role

**Licences and qualifications**

- Educational qualifications
- Professional qualifications

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# Appendix II

Sample Recruitment Deliverables

## Deliverable 1: Long List Report – Identified Talent in Market

### Progressing to Interview

| Name | Title | Employer | LinkedIn Profile |
|---|---|---|---|
| Firstname, Lastname | Title | Employer | www.linkedin.com |
| Firstname, Lastname | Title | Employer | www.linkedin.com |
| Firstname, Lastname | Title | Employer | www.linkedin.com |
| Firstname, Lastname | Title | Employer | www.linkedin.com |
| Firstname, Lastname | Title | Employer | www.linkedin.com |
| Firstname, Lastname | Title | Employer | www.linkedin.com |
| Firstname, Lastname | Title | Employer | www.linkedin.com |
| Firstname, Lastname | Title | Employer | www.linkedin.com |
| Firstname, Lastname | Title | Employer | www.linkedin.com |
| Firstname, Lastname | Title | Employer | www.linkedin.com |

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## Deliverable 2: Shortlist Report – Assessed and recommended individuals to progress to Panel Interview

### Talent Profiles of Interest

| | Firstname, Lastname | Firstname, Lastname | Firstname, Lastname | Firstname, Lastname | Firstname, Lastname | Firstname, Lastname | Firstname, Lastname | Firstname, Lastname |
|---|---|---|---|---|---|---|---|---|
| | Position | Position | Position | Position | Position | Position | Position | Position |
| Years of Experience | 5+ years | 2+ years | 7+ years | 10 years | 1+ years | 1+ years | 2+ years | 2+ years |
| Tenure in Current Role | 2 years | 1 year | 5 years | 10 years | 1 year | 3 years | 1 year | 5 years |
| Professional Qualifications | Diploma | Bachelor | Bachelor | Masters | Masters | Masters | Masters | Bachelor |
| Location | VIC | VIC | VIC | QLD | NSW | WA | WA | QLD |

### Recommended for Interview

**Firstname, Lastname**

Location
- VIC

Formal Qualifications
- Bachelor

Career History
- Position, Organisation
- Position, Organisation

**Firstname, Lastname**

Location
- QLD

Formal Qualifications
- Masters

Career History
- Position, Organisation
- Position, Organisation

**Firstname, Lastname**

Location
- VIC

Formal Qualifications
- Diploma

Career History
- Position, Organisation
- Position, Organisation

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# Appendix III

Added Offerings

# Interim Solutions

**Do you need bridging talent for this position or extra support for the person acting up into the position?**

**About Davidson Interim Solutions**

An expected and unexpected resignation can put extra pressure on the CEO and leadership team. Engaging an interim can alleviate that pressure and can provide a seamless knowledge transfer between a departing executive and the permanent appointment.

Our talent database consists of experienced, highly skilled senior leaders and managers who choose to work 'on-demand' for short-term vacancies, or on short-term projects. They are focused on supporting executive teams and organisations during times of change.

**Trusted talent – Davidson Interim Executives**

Our local, regional, and national reach comes from being known as best in the business. Davidson's history of candidate centric care has attracted a loyal executive following. Interim executives know that we will provide them with a clear understanding on expectations and deliverables, and the support necessary to be successful in their placement. Our high-performing interim executives are passionate and strong proven leaders who possess the technical and human skills to fulfil interim assignments.

**Engagement Options**

Davidson can facilitate engaging candidates in two ways:

- Fixed term contract – pro rata annual remuneration
- A daily rate arrangement

We are happy to work to your preference.

**Our project team supports you seamlessly.**

The Davidson permanent and interim team work collaboratively with the best interest of the client at the forefront. Should an interim appointment wish to apply for the ongoing role, then they will be welcomed into the substantive search process, and should they be appointed, any additional permanent conversion fee is waived.

Many organisations have benefited from this model. The client can test the suitability and skills of the interim, and the candidate gains the opportunity to properly understand the purpose and culture of an organization.

**For examples of recent Interim Solutions Case Studies, please click here**

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# The X-180 Program

Davidson offers a partnership that extends beyond the acceptance of a role.

All new executives experience a 'learning curve' period during the first stage of their transition. Research has shown that 64% of executives hired from outside a company will fail during this period*. We know how important it is to get the transition right for your next executive role and set your new hire up for ongoing success. This must be done in a deliberate manner, with the right support.

Our X-180 Program provides newly placed executives with a personalised experience that is designed to help them transition into their new role.

The complete 180-day program centres around a facilitated, half-day session with senior members of our Search & Advisory team. These sessions are designed to draw out an executive's top priorities and work through strategies to enable them to achieve those priorities quickly and successfully. It also supports the executive to identify the people and the partnerships that will be crucial to their success and gain clarity on what drives them.

Following the workshop, we provide a confidential, customised report that delivers a 180-day plan for the executive journey ahead, based on the discussions in the session.

We care about the success of the candidates we place. That's why we ensure that our team will be there every step of the way through their transition.

For this additional offering, we are pleased to offer a reduced rate of **$3,771 + GST**.




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*Snell, A. (2006). Researching onboarding best practice: Using research to connect onboarding processes with employee satisfaction. Strategic HR Review.*

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23 June 2025

**PRIVATE AND CONFIDENTIAL**

Mayor Leon Stephens
Port Pirie Regional Council
PO Box 45
Port Pirie SA 5540

Via email: kcarmody@pirie.sa.gov.au

Dear Mayor Stephens,

**RECRUITMENT OF CHIEF EXECUTIVE OFFICER – HENDER CONSULTING PROPOSAL**

Thank you for the opportunity to present our expression of interest for consideration by the CEO Selection Panel for the executive search, recruitment and selection for the position of Chief Executive Officer for the Port Pirie Regional Council. We would be delighted to partner with Council for this process and outline below our points of difference and our comprehensive recruitment approach.

Our understanding is that Port Pirie Regional Council is seeking the assistance of an experienced consultancy to facilitate the search for and recruitment of a suitably qualified, high calibre candidate to take up the role of CEO. Having facilitated this exact process for multiple other CEO and senior appointments in the South Australian local government sector (and beyond), we feel extremely well positioned to assist you.

**COMPANY PROFILE AND EXPERIENCE**

Formed in 1993 by Mark Hender, Hender Consulting is one of the largest locally owned HR consultancies in South Australia and has a particular focus on all three tiers of government, education, health and not-for-profit sectors, along with a diverse range of corporate entities. The organisation has been providing executive search, recruitment, performance and remuneration review and HR consulting for a significant number of public and private organisations over many years. With an unwavering client focus and complete commitment to quality, integrity, authenticity, confidentiality, objectivity, responsiveness and independence, Hender provides trusted advice in regard to succession, retention, leadership, structure and culture. The firm offers clients a stable, long serving and highly credible and experienced senior consulting team with significant experience partnering clients in the local, state and federal government domains and comparable industry sectors.

With an extensive track record across a rich and diverse client base from the public, private and not-for-profit sectors, Hender Consulting handles more senior executive appointments than any other South Australian business. The firm is widely regarded as the leading provider of executive search and selection services in South Australia. This is underpinned by a significant portfolio of senior appointments. We are also regularly re-engaged to recruit key executive positions years later after a successful appointee retires or moves on to a new opportunity.

There are currently **well over 100 organisations** in South Australia being led by a CEO recruited by Hender. These individuals guide small, medium and large entities across a diverse industry spectrum including local, state and federal government, education, health, aged care, disability, community services, charities, financial services, agriculture, wine, manufacturing, construction, employment services, retail, sport and recreation, transport, the

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arts, housing and industry associations. Furthermore, for over 20 of these entities, Hender Consulting was also the recruitment provider in the appointment of the successful predecessor, illustrating our long-term trusted relationship with these important and diverse organisations.

Hender Consulting has worked with numerous local government organisations over many years. A selection of local government Chief Executive Officer appointments undertaken by Hender is listed below.

| | |
|---|---|
| Adelaide City Council | Chief Executive Officer |
| Adelaide Hills Council | Chief Executive Officer |
| Alexandrina Council | Chief Executive Officer |
| Alice Springs Town Council | Chief Executive Officer |
| Berri Barmera Council | Chief Executive Officer |
| Barossa Council | Chief Executive Officer |
| City of Burnside | Chief Executive Officer |
| City of Holdfast Bay | Chief Executive Officer |
| City of Mitcham | Chief Executive Officer |
| City of Onkaparinga | Chief Executive Officer |
| City of Port Adelaide Enfield | Chief Executive Officer |
| City of Port Lincoln | Chief Executive Officer |
| City of Prospect | Chief Executive Officer |
| City of Salisbury | Chief Executive Officer |
| City of Tea Tree Gully | Chief Executive Officer |
| City of Unley | Chief Executive Officer |
| City of Victor Harbor | Chief Executive Officer |
| Copper Coast Council | Chief Executive Officer |
| Corporation of the Town of Walkerville | Chief Executive Officer |
| City of Whyalla | Chief Executive Officer |
| District Council of Barunga West | Chief Executive Officer |
| District Council of Cleve | Chief Executive Officer |
| District Council of Coober Pedy | Chief Executive Officer |
| District Council of Elliston | Chief Executive Officer |
| District Council of Grant | Chief Executive Officer |
| District Council of Mallala | Chief Executive Officer |
| District Council of Streaky Bay | Chief Executive Officer |
| District Council of Tumby Bay | Chief Executive Officer |
| District Council of Yorke Peninsula | Chief Executive Officer |
| Light Regional Council | Chief Executive Officer |
| Naracoorte Lucindale Council | Chief Executive Officer |
| Northern Areas Council | Chief Executive Officer |
| Rural City of Murray Bridge | Chief Executive Officer |
| Tatiara District Council | Chief Executive Officer |
| The Coorong District Council | Chief Executive Officer |
| Town of Gawler | Chief Executive Officer |

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The attached *Hender Consulting Team Profile and Portfolio* sets out the profiles of the Hender Consulting Team, together with the substantial portfolio of work undertaken at the leadership level across diverse sectors. Further the attached *Hender Consulting Team Capability Local Government* document sets out in detail the extensive work carried out by Hender Consulting in the Local Government sector.

We are pleased to present the points of difference for Hender Consulting:

1. The **experience and credibility of the consulting team.** Hender Consulting turned 32 early this year. A genuine point of difference is the experience and stability of our consulting team. The Consultants who manage our assignments have worked extensively on very high-profile executive appointments as outlined in the attached appendix. Andrew Reed, Justin Hinora and Bernie Dyer have significant experience in executive recruitment, and with Hender Consulting in particular, with almost 60 years combined service to the firm.

2. **Highly trusted, proudly South Australian brand.** Hender facilitates more CEO, C Suite and executive level appointments than any other SA based executive recruiter, with virtually all our work being won by competitive tender, repeat clients or via referral.

3. Our **deep experience across the local government sector**. We understand the challenges and opportunities facing the sector. Hender Consulting has been a continual partner to local government over the last two decades. In addition to recruitment assignments, we have regularly provided HR consulting advice and executive appraisal and remuneration services to the sector. A number of the longest serving and most successful CEOs in the SA local government sector were recruited by Hender.

4. **Objective processes.** Hender Consulting does not cross subsidise its executive recruitment work with paid professional coaching or private assessment of candidates due to the obvious conflict of interest. Shortlisted candidates are recommended on merit alone.

5. **Transparency, independence, no organisational conflicts of interest**. Hender Consultants do not sit on any boards thereby maintaining a position of complete independence for any and all organisations with whom we work. Our process is comprehensive, transparent, rigorous, objective and independent. It is Hender policy to disclose every applicant and any potential applicant conflicts of interest to our clients.

6. **Our focus on candidate experience.** We are highly engaged in the positive representation of your brand and ensure responsiveness and respect for all candidates including unsuccessful and internal.

7. **Executive search and talent attraction.** The identification and attraction of candidates who are not active job-seekers forms a crucial part of the service we provide to our clients. Utilising our national networks as required, Hender Consulting is regularly engaged to fill positions requiring skills or expertise that are not readily available in South Australia.

8. **Extensive due diligence.** All of our Consultants are skilled interviewers trained to utilise behavioural questioning to assist in displaying the true strengths and limitations of candidates. Our process emphasises rigorous screening, interviewing and assessment. Under no circumstances will we compromise due diligence for haste in a process including comprehensive reference checking, verifying academic qualifications with the relevant institution and social media checks.

9. **Experience in managing the sensitivities surrounding high profile appointments.** We are skilled in managing confidentiality, communications and subtleties regarding public and media scrutiny.

10. South Australia is one of the greatest places in which to live and work in the world. **We will champion the Port Pirie Regional Council and this role on your behalf.**

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**UNDERSTANDING OF THE ROLE AND ORGANISATIONAL CONTEXT**

Hender Consulting has been a continual partner to local government over the past three decades. Our extensive experience appointing leadership positions in the sector (as shown above and in the local government capability document attached) and more broadly in wide-ranging public, private and not-for-profit entities equips us very well to support this vital process for Council.

Our work with Councils and associated public entities gives us a strong window into the significant challenges and opportunities facing local government organisations in the current climate and supports our knowledge of operating environments, stakeholder impacts and community accountabilities. Further informed by our extensive work in CEO and second tier performance appraisals for the local government sector, we have a sound appreciation of the importance of the human synergistics required in the assessment of CEO behaviours towards the development of positive organisational culture for our client organisations. Our ongoing involvement with long term, successful and high performing placements in the sector is also testament to our capability and experience at this level.

Given this history we genuinely believe that we offer a unique proposition to handle this appointment at this time.

**PROPOSED RECRUITMENT STRATEGY**

Each individual assignment requires tailoring to meet organisational requirements and expectations and we would work with you at the initial briefing to set out the considerations and milestones applicable to this recruitment. Our typical search and recruitment process would include the following:

***Client briefing***

We will meet with the CEO Selection Panel to gain a full appreciation of your requirements. This meeting will confirm your expectations of us and enable agreement on the finer detail of the recruitment including essential and desired experience and leadership capabilities, process methodology, executive search and advertising strategy to optimise applicant response.

This meeting is critical as it will enable the establishment of the key selection criteria which will form the basis of advertising, interviewing, psychometric profiling, reference checking and future performance appraisals. Further, it is an opportunity to discuss and share mutual insight and market factors, remuneration, diversity, equity and inclusion considerations and potential challenges and opportunities that may influence the process and outcome.

***The CEO Position Description***

Following consultation at the initial briefing meeting and agreement on process parameters, Hender Consulting will assist with the refinement of the CEO Position Description if required. This document can then be made available to intending applicants.

***Candidate search and outreach strategy***

Our tailored approach to the search process would be informed by many factors discussed during the discovery phase at the briefing, however the following considerations would be important in determining the most likely approach:

- Potential profile groups
- Likely success factors required for high performance in the role
- The ideal candidate profile and accomplishments and the reasons why this profile is considered ideal
- Identification of an individual that you and/or we know of who is a strong benchmark
- Understanding remuneration parameters and flexibility with employment terms in order to engage and maintain passive candidate interest

These types of questions will inform the starting point for identifying specific target organisations and then individual profiles of relevance and will help us mutually agree on the essential person requirements.

Through our multifaceted approach, we will ensure the position is promoted consistently across national and local networks. In order to identify and attract the best candidate selection for your consideration, the following methodologies will be incorporated into the search process:

- Sector and discipline research and candidate mapping to identify passive candidates who may have an interest in the role.
- Targeted online search utilising various methods including LinkedIn Recruiter search tools and other data and AI search mechanisms optimised to identify candidates who may be suitable for the role and worthy of an approach.
- Executive search through our extensive professional network, identifying both sources of candidates and target candidates. Our executive search methods are primed to reach potential candidates both nationally and internationally.

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- Analysing previous assignments in relevant fields. Our extensive IP allows us to draw from previous shortlists and quickly and accurately target candidates who are known to us and have the necessary skills portfolio.
- Promoting to our extensive network of LinkedIn connections to whom our regular advertising is visible and who regularly interact with our job posts.
- Dissemination via word of mouth through Hender and client networks.

***Advertising strategy***

Our advertising strategy is carefully formulated to support the changing nature of candidate job search behaviour. For a position of this importance and seniority we would propose the use of a multifaceted advertising strategy in order to fully promote the vacancy nationally while drawing the attention of prospective candidates from a diverse range of backgrounds.

Main avenues utilised include the following:

- Hender Group website – Our website attracts hundreds of visitors daily. We are proud of our 32-year strong reputation as one of Australia's leading recruitment firms, at the forefront of candidates' minds when looking for their next opportunity. Candidates based locally and outside of SA seeking roles predominantly in South Australia will be familiar with our Hender brand as the most prominent and well-established executive search and recruitment firm in SA;
- LinkedIn – We utilise this extensive network to share and promote opportunities which are often shared by our network to their broader connections reaching diverse sectors, disciplines and locations. Further, our LinkedIn Recruiter license enables us to specifically target any professional with a LinkedIn profile via InMail. We have continued to grow our network via this platform and now have extensive and relevant networks with whom to engage as a part of any recruitment/search process;
- SEEK – Across many years we have developed a strong understanding of specific job listings and key word optimisation to maximise reach to relevant target markets either via SEEK directly or through popular search engines, e.g. Google;
- InDaily – We have an *exclusive* arrangement with InDaily to promote positions we are recruiting in their Monday "Corporate Ladder" section;
- Prime position advertising in relevant print media. In some circumstances print advertising remains relevant and can still be successful in attracting passive professionals who may not be actively searching online for a role. We would be happy to discuss the merits or otherwise of this option at the initial briefing meeting.

To ensure the best response from applicants and broad visibility to potential candidates looking to return or relocate from interstate or overseas, we carefully word, display and place advertisements in relevant domains. Publishing Executive Consultants' names and direct phone numbers encourages immediate responses. Handling initial enquiries confidentially and sensitively is crucial and feedback indicates our Hender brand is highly trusted by candidates.

Advertising costs are detailed further in this document.

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***Candidate management and experience***

Hender Consulting recognises the importance of courteous, professional, respectful, confidential and timely candidate care and management. In fact, our brand and reputation rely on ensuring a positive candidate experience, even in circumstances where we are often delivering unfavourable news to many candidates. We never forget that any candidate interaction with our team and firm also reflects the client brands we represent. Our candidate management is underpinned by the following:

- highly responsive to candidate enquiries (within 24-48 hours of contact);
- provision of relevant information regarding client/role requirements and other considerations to inform candidates as they assess their own fit and interest in the role/organisation;
- respectful and courteous management of internal candidates throughout the entire process;
- regularly advising applicants on status of application and progress, with personalised feedback for all interviewed candidates exiting a process.

Please refer to the *Advice to applicants* section below for further details regarding unsuccessful candidates.

***Applicant reports***

As applications for the position are received, we will prepare periodic applicant reports containing categorised lists of all applicants. Search activity being conducted will also be detailed in these reports. We will forward updated versions of this report to you by email progressively throughout the assignment to keep you informed of progress and to achieve absolute transparency. Copies of all applications will be made available to you if requested.

***Interviewing and shortlisting***

After allowing approximately two weeks for applications to be submitted and reviewed by our consultants, we would seek to meet with the CEO Selection Panel to discuss the profiles of suitable applicants and agree on a long list for further assessment. We will then undertake preliminary interviews with selected applicants to enable us to narrow the field to a proposed shortlist. We would request that all internal and external applicants be referred to us for consideration so that we may make an objective assessment of the total field of applicants and provide benchmarking of internal talent to that of the current broader market.

We will recommend a shortlist of applicants for the Panel to interview and provide our assessments of those shortlisted applicants together with details of their motivations and reasons for applying, current salary and future salary expectations, and highlighting themes focussed on strengths or concerns and other relevant information.

***Selection Panel interviews***

We will coordinate and structure interviews with the CEO Selection Panel and provide an experienced Consultant to join the Panel. Clients typically find great value utilising our expertise as an independent and objective participant. We are able to play a number of roles including observer or facilitator and can often ask highly targeted, probing questions that may be otherwise challenging for the client to approach directly.

We will assist the Panel in determining appropriate interview questions and draft a targeted behavioural panel interview guide. We will prepare full panel packs including applicant details and summaries, interview schedule and additional information. We will provide continuing guidance and assistance to the Panel throughout the interview process, including facilitating panel debrief discussion in order to identify preferred candidates. A panel report for the CEO Selection Panel can be prepared following completion of interviews.

***Reference checking***

In our view, reference checking is one of the most important components of any recruitment assignment. Candidates will be required to nominate referees who can attest to their achievements and experience including previous direct line managers (or Elected Members, stakeholders, staff, etc where appropriate). Where candidates

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have not nominated appropriate or sufficient referees, we will ask for additional referees whom we know will be able to affirm or refute the information being provided to us by the candidate.

Our Consultants are highly experienced in conducting thorough reference checks. Referees will be asked to comment on the key selection criteria and aspects specifically relating to the individual, rather than simply offering generic feedback. Themes such as leadership style and effectiveness, workforce engagement, strategic and policy planning and delivery, change management, subject matter knowledge, vision, ethics, stakeholder influence and collaboration, innovation and ability to lead within a complex or sensitive environment will regularly be explored.

Reference checks are completed only by Consultants working on the assignment and always with the consent of the candidate. We will provide written and verbal feedback of the reference reports to the Panel.

***Confirmation of qualifications and other due diligence***

We will confirm the preferred applicant's claims in relation to academic qualifications with the appropriate institutions. This is a non-negotiable part of the due diligence for appointments of this type. Social media checks, probity checks including verification of work rights and any other checks agreed at the initial briefing meeting will be completed.

***Psychometric testing and reporting***

It is important that any psychometric testing is used as *part* of a suite of assessment methodologies and *not* as a primary selection tool. Any concerns or inconsistencies highlighted by testing can be explored with referees. As such we recommend that, where used, psychometric testing occurs following panel interviews and before reference checking to enable thorough exploration of any areas of concern during reference check discussions.

Many of our clients are increasingly separating psychometric testing and recruitment providers for a number of valid reasons, so we would be pleased to discuss the matter with candour at the initial briefing meeting. Should psychometric assessment be included in the process, we would recommend outsourcing to a qualified professional at cost.

***Negotiating offer and advice on remuneration package***

We will assist the Panel in any final negotiations with the preferred applicant regarding terms and conditions of offer. Our experience recruiting recent appointments and current incumbents and in conducting regular executive remuneration and performance reviews equips us to provide objective and accurate advice in this regard.

Informed by our search activity and discussions with potential candidates, we will advise the Panel if we believe the anticipated remuneration package is precluding suitable candidates and provide independent and objective advice accordingly. It will be necessary to offer a market competitive package to attract a highly competitive field; we will continue to provide objective commentary around this matter throughout the process.

***Advice to applicants***

Throughout the assignment we would courteously notify any applicants definitely not proceeding in order to manage their expectations and not keep them waiting for news longer than necessary.

At the conclusion of the assignment we would notify all remaining unsuccessful applicants. This is a critical phase as the courteous and professional treatment of candidates supports positive public relations on behalf of Port Pirie Regional Council and our Hender brand. We will act as your agent in this regard. It is Hender Consulting policy that any interviewed candidates are telephoned and provided with targeted feedback.

We would also be pleased to meet in person with (and provide criteria-based feedback to) any unsuccessful *internal* candidates as part of your commitment to their professional development.

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***Post placement follow up***

Hender Consulting is committed to the ongoing support of the placed candidate. We will contact the appointee and Port Pirie Regional Council on commencement and thereafter at regular intervals (one month, three months, six months, etc) to ensure a smooth transition into the role. This will allow informal discussions prior to the probation and formal annual appraisals and enable both the appointee and Port Pirie Regional Council to raise any initial concerns and/or provide positive feedback.

**KEY PERSONNEL**

The assignment would be managed by Executive Consultant, Justin Hinora, with further support from the other experienced executive consultants and administration team members. The attached *Profile and Portfolio* details Justin's experience and qualifications.

Consulting and administrative availability is assured for the undertaking of this recruitment.

**COMMUNICATION AND COLLABORATION**

As outlined in the Proposed Recruitment Strategy above, regular connection with the CEO Selection Panel will take place during the course of the assignment. In person meetings will be held for the initial briefing meeting and the Selection Panel interviews and Zoom or Teams meetings will be held for discussion, reporting and other check-in points throughout the process. Email and phone are naturally utilised for ongoing, very regular communication, provision of reports and status updates. Exact milestone meetings and discussions will be agreed with the Panel at the initial briefing meeting

**FEE PROPOSAL**

Our professional fees in undertaking this assignment would be capped at $21,000 to be invoiced in three stages:

- a commencement fee of $7,000 after instructions for the assignment have been taken and a recruitment strategy approved;
- a further fee of $7,000 following the presentation of a shortlist;
- a final fee of $7,000 following appointment of an applicant to the position.

Where applicable, the Goods and Services Tax will be payable on these fees.

These professional fees include all consulting and support time. Disbursement charges such as travel and accommodation authorised by the CEO Selection Panel will be invoiced at cost.

***Guarantee included in fee***

For this recruitment we offer a guarantee period of one year from the date of appointment of the candidate to undertake the recruitment assignment again at no additional consulting fee if the appointment is terminated due to unsatisfactory performance. It is imperative that the appointee to the role is widely regarded as eminently suitable and we believe that, as your agent, we should share this risk with you. Advertising costs only would be applicable for a replacement process. We have not had a replacement under guarantee at CEO level in the last two decades.

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***Advertising costs***

Advertising costs are additional to the professional consulting fees outlined above. Online advertising costs are shown below.

| | | |
|---|---|---|
| Digital Advertising Only Bundle | One SEEK listing, one LinkedIn listing, one listing on InDaily and the Hender website | $2,500 + GST |

As discussed above in *Advertising Strategy,* print placements in national papers or local papers and any other relevant publications will be discussed in full at the initial briefing meeting at which time relevant costs can be provided.

**TIMELINE AND CAPACITY**

We would anticipate allowing a minimum of two weeks for applications to be received after the advertisements appear, and a further one to two weeks for Hender Consulting to complete executive search and other candidate attraction activities and conduct preliminary interviews. Assuming that the CEO Selection Panel can interview within a further one to two weeks, it should be possible within approximately six to seven weeks from the date of the advertisement to have identified a preferred candidate.

Ideally a strong field of candidates will be attracted from effective high-profile advertising, initial search and broad promotion of the opportunity. However, if further targeted and more aggressive search activity is required, this could extend the period. Events outside of our control may impact timing, however we would ensure regular communication on any factors that might impact process or timing.

Certain aspects of the above timing may be fast-tracked if necessary, however Hender Consulting will not sacrifice due diligence for haste under any circumstances.

A typical timetable to conduct the assignment is shown below. Of course, notice period for the appointee is unknown at this stage, but we confirm that we will have the resources available to conduct the assignment expediently.

| Activity | Week 1 | Week 2 | Week 3 | Week 4 | Week 5 | Week 6 |
|---|---|---|---|---|---|---|
| Meet or speak with the CEO Selection Panel to conduct brief | | | | | | |
| Draft assignment specification and associated materials (including position description and selection criteria), draft and place advertisements | | | | | | |
| Receive applications and undertake sourcing and search activity | | | | | | |
| Undertake initial interviewing and screening of applications and develop short list of appropriate candidates | | | | | | |
| Facilitate interviews of shortlisted candidates with the Panel, and assist with the assessment of the final candidates against selection criteria | | | | | | |

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| | | | | | | |
|---|---|---|---|---|---|---|
| Reference checking and negotiate with the preferred candidate | | | | | | |
| Offer made to candidate and candidate appointed | | | | | | |

**REFERENCES**

A list of referees appears below and can be expanded to include further local government or other sector names on request.

Ros Talbot, Mayor, Copper Coast Council, mobile on request
Deirdre Albrighton, Independent Advisor to Copper Coast Recruitment Panel, 0422 123 774
John Comrie, Independent Panel Member, Light Regional Council Chief Executive Recruitment, 0414 516 566
Mayor Gillian Aldridge OAM, City of Salisbury, 0411 703 706
Mayor Paul Simmons, Coorong District Council, 0427919222
Mayor Bim Lange OAM, Barossa Council, 0499 500 350

Thank you for the opportunity to tender for this important appointment. Should you wish to discuss any aspects of this proposal, please do not hesitate to contact us. We hope to have the opportunity to partner with Port Pirie Regional Council

Yours sincerely



Justin Hinora
**Executive Consultant**
Direct line: (08) 8100 8829
Mobile: 0407 515 808
Email: justin.hinora@hender.com.au

*Appendices:* *Hender Consulting Team Profile & Portfolio*
*Hender Consulting Team Capability Local Government*

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## LOCAL GOVERNMENT

Hender Consulting has undertaken extensive recruitment and human resources consulting work in the South Australian local government sector in relation to a broad range of executive roles. This, combined with our work with other relevant stakeholder sectors, positions us well to understand the challenges facing the sector and its executive employees. Having facilitated a very large number of assignments within local government, we feel well placed to understand the likely characteristics that a successful appointee will need to demonstrate to contribute successfully within the sector.

Each Council is unique in terms of its community, Elected Member body, stakeholders, organisational culture and the nature of the strategic and operational challenges and opportunities to which it needs to respond. We therefore recognise the need to attract and secure dynamic executives who can effectively lead, develop and manage the relevant portfolio in a way that creates organisational excellence and sustainability. Most importantly, the successful candidate will need to demonstrate a genuine commitment to and passion for the local government organisation concerned and the diverse community it serves.

In addition to the recruitment of executives to local government positions, Hender Consulting has also conducted a large number of performance appraisals for local government Chief Executive Officers in both metropolitan and regional councils. This insight into local government organisations also positions us well to understand the experience and qualities required by professionals at this level and the corporate environments in which they operate.

Due to our extensive work in the local government sector, we are also well placed to provide remuneration advice regarding a range of local government positions.

Listed below is a sample of some of the local government sector recruitment assignments undertaken by current members of the Hender Consulting team over the last decade and a half.

| | |
|---|---|
| Adelaide City Council | General Manager, Adelaide Central Market Authority |
| | Associate Director – Public Realm |
| | Business Partner People & Culture |
| | Fixed Assets Accountant |
| | Systems Accountant |
| | Senior Corporate Reporting Analyst |
| | Project Manager Development |
| | Program Manager Accessible City (twice) |
| | Team Leader Risk & Audit |
| | Manager Strategic Procurement & Contracts |
| | Executive Manager Strategic Communications & Marketing |
| | Chief Executive Officer |
| Adelaide Hills Council | Director Engineering |
| | Director Development & Regulatory Services |
| Alexandrina Council | Chief Executive Officer |

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| Barossa Council | Senior Manager Economic Activation, Strategy & Customer Relations |
| | Director Development & Community Services |
| | Manager Development Services |
| | Director Development & Environmental Services |
| | Chief Executive Officer |
| | Manager Enterprise Technology & Innovation |
| | Director Works & Engineering Services |
| Berri Barmera Council | Chief Executive Officer |
| Campbelltown City Council | General Manager Corporate Services |
| Central Adelaide Waste & Recycling Authority | Chief Executive Officer |
| City of Charles Sturt | General Manager Corporate Services |
| | Chief Executive Officer |
| | General Manager Asset Management Services |
| | Manager Engineering & Construction |
| | Manager Library Services |
| | Planner Development Assessment |
| | Capital Projects Engineer |
| | Manager Governance & Operations Support |
| | Engineering Works Coordinator |
| | Civil Engineer Capital Works Programming |
| | Principal Policy Planner |
| | Building Services Team Leader |
| City of Holdfast Bay | Manager Assets & Environment |
| | Chief Executive Officer |
| City of Marion | Unit Manager Open Space Services |
| | Civil Services Manager |
| | Manager Field Services |
| | Manager Development Services |
| City of Mitcham | Business Partner People & Culture |
| | Executive Manager Strategic Projects & Climate |
| | Manager People & Culture |
| | Finance Manager |
| | Manager Project Delivery |
| | Manager Planning & Building Services |
| | General Manager |
| | Chief Executive Officer |
| | Team Leader Traffic & Transport |
| City of Onkaparinga | Team Leader Work Health & Safety |
| | Strategic Policy Planner |
| | Asset Planner Road Network & Transport |
| | Tourist Park Manager |
| | General Manager City Services |
| | General Manager City Projects |
| | Team Leader Supply |
| | Chief Financial Officer |
| | Independent Chair, Audit Committee |
| | Infrastructure Planner |
| | Policy Planner |
| | Stormwater Infrastructure Planner |
| | Community Consultation Officer |
| | Communications Team Leader |
| | Traffic Infrastructure Planner |
| City of Playford | General Manager City Projects & Assets |
| | General Manager City Services |
| | Procurement Business Partner |
| | Procurement Manager |
| | Senior Management Accountant |
| | Manager Business Services |

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| | Senior Corporate Accountant |
| | General Manager Enterprises |
| | General Manager Assets |
| | Senior Finance Specialist |
| | General Managers x 2 |
| | Manager Planning & Building |
| | Civil Engineer, Land Development |
| | Group Manager, Parks & Open Space (twice) |
| | General Manager, Parks |
| | Manager Economic & Land Use Strategy |
| | Manager Community Engagement |
| | Playford North Place Manager |
| | Assets & Systems Officer |
| | Project Manager Playford North |
| | Capital Works Engineer |
| | Team Manager Information Services |
| | Finance Manager |
| | Civil Engineer |
| | Manager People Relations |
| | Project Manager, Major Projects |
| City of Port Adelaide Enfield | Chief Executive Officer |
| City of Port Lincoln | Chief Executive Officer (twice) |
| City of Prospect | Director Business & Innovation |
| City of Salisbury | Manager Governance & Legal Services (current) |
| | General Manager Community Development |
| | Team Leader Sport Recreation & Events |
| | Senior Recreation Planner |
| | Finance Systems Implementation Lead |
| | Manager Sport & Recreation |
| | Audit & Risk Manager |
| | Manager Engineering Assets & Systems |
| | Manager Urban, Recreation & Natural Assets |
| | Manager People & Culture |
| | Manager Community Participation & Partnerships |
| | Manager Economic Development & Urban Policy |
| | Internal Auditor & Risk Coordinator |
| | Manager Infrastructure Delivery |
| | Manager Community Planning & Vitality |
| | General Manager Community Development |
| | Manager Development Services |
| | Manager Business Systems & Solutions |
| | Manager Community Capacity & Learning |
| | General Manager Business Excellence |
| | Manager People & Culture |
| | General Manager City Development |
| | Manager Urban Planning & Policy |
| | Manager Economic Development |
| | Chief Executive Officer |
| | Executive Officer to CEO & Mayor |
| | Manager Economic Development |
| | Manager Urban Development |
| | Manager Governance |
| | General Manager City Infrastructure |
| | Director Business Transformation |
| City of Tea Tree Gully | Team Leader Organisational Development |
| | Water Resource Specialist |
| | Chief Executive Officer (twice) |
| | Manager Finance Services |

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| | Executive Manager Finance & Business Strategy |
| | Senior Work Health & Safety Officer |
| | Team Leader Work Health & Safety |
| | Manager Finance Services & Rating Operations |
| City of Unley | Manager Development & Regulatory |
| | Human Resources Manager |
| | Manager Finance |
| | Manager Governance & Risk |
| | Manager Public Realm & Integrated Movement |
| | Executive Assistant to CEO |
| | Chief Executive Officer (twice) |
| City of Victor Harbor | Chief Executive Officer |
| City of West Torrens | Senior Accountant |
| | Work Health & Safety Officer |
| | Manager People & Culture |
| | Team Leader Building |
| Coorong District Council | Chief Executive Officer (twice) |
| | Manager Technical Services |
| | Governance Communication & Planning Officer |
| | Corporate Services Manager |
| | Manager Development & Environmental Services |
| Copper Coast Council | Chief Executive Officer |
| Corporation of the Town of Walkerville | Technical Contracts Officer |
| | Building Assessment & Asset Management Officer |
| | Development Officer Building |
| | Chief Executive Officer |
| | Manager Planning & Development |
| Council Solutions | Chief Executive Officer (twice) |
| District Council of Cleve | Chief Executive Officer |
| District Council of Elliston | Chief Executive Officer |
| District Council of Grant | Chief Executive Officer |
| District Council of Loxton Waikerie | Chief Executive Officer |
| Light Regional Council | Chief Executive Officer |
| Mid Murray Council | Director Development & Community Services |
| Mount Barker District Council | Manager Property |
| | Manager Projects & Capital Delivery |
| | Manager Assets |
| | Manager People & Culture |
| | Head of Wastewater |
| | Manager Financial Services |
| | Manager Infrastructure Maintenance & Operations |
| | Commercial Manager Wastewater |
| | Group Manager Infrastructure |
| | Manager Field Services |
| | Planners |
| | Manager Community & Customer Services |
| | Manager People & Culture |
| | Project Manager Development |
| | Senior Project Manager Development |
| | Manager Planning & Regulatory Services |
| | Manager Water |
| | Manager Urban & Strategic Planning |
| | General Manager Council Services |
| | General Manager Corporate Services |
| | Senior Project Manager |
| | Environmental Engineer/Senior Project Officer |
| | Project Manager |
| | Development Engineer |

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| | Senior Engineer |
| | General Manager |
| | Engineering Manager |
| | Field Services Coordinator |
| | Manager Assets |
| | Manager People & Culture |
| Regional Development Australia | Chief Executive Officer |
| Renmark Paringa Council | Planning Officer (twice) |
| | Director Infrastructure & Environmental Services |
| Rural City of Murray Bridge | Manager Development & Regulation |
| | Manager Engineering & Assets |
| | Chief Executive Officer (twice) |
| | Senior Library Technical Officer |
| | Executive Manager Corporate & Community Services |
| | Manager Development Planning & Assessment |
| | Team Leader Engineering |
| | Executive Manager Sustainable Development |
| | Finance Manager |
| | Corporate Services Manager |
| | OHS&W Manager |
| | Senior Human Resources Advisor |
| | Infrastructure Engineer |
| Town of Gawler | Manager Business Enterprises & Communication |
| | Manager Development, Environment & Regulatory Services |
| | Director Assets |
| | Chief Executive Officer |
| Wakefield Regional Council | Corporate Services Manager (twice) |
| | Chief Executive Officer |
| Whyalla City Council | Group Manager City Development & Delivery |
| | Human Resources Manager |
| | Senior Officer Infrastructure & Assets |
| | Manager Assets & Engineering |
| | Group Manager Engineering, Infrastructure & Major Projects |
| | Chief Executive Officer |

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**INTEGRITY-ACCOUNTABILITY-AUTHENTICITY-CREDIBILITY-IMPARTIALITY-HUMILITY**

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Proudly representing the trusted Hender Consulting brand, Justin Hinora, Bernie Dyer, Gill Manser, Trish Retallick and Andrew Reed are one of the most experienced executive recruitment and related human resources consulting teams in South Australia.

The Hender Consulting Team offers six core professional services:

Executive search and recruitment;

Non-Executive Board Director search and recruitment;

Independent executive performance appraisals;

Remuneration benchmarking and advice;

General advice regarding organisational structure, retention, succession, culture and related human resources considerations;

Executive and Non-Executive Contracting Solutions.

## Meet our Team



**Andrew Reed**
General Manager



**Justin Hinora**
Executive Consultant



**Bernie Dyer**
Executive Consultant



**Gill Manser**
Executive Consultant



**Trish Retallick**
Executive Consultant



**Julieann Clohesy**
Executive Support Manager



**Debra Robinson**
Team Administrator

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### Andrew Reed | ☎ +61 8 8100 8836 | andrew.reed@hender.com.au | LinkedIn

Andrew joined Hender Consulting as a Senior Consultant in 2002, progressed to the Principal Consultant role and was appointed as General Manager in late 2016. His qualifications include a Bachelor of Economics and a Graduate Diploma in Education.

Andrew has facilitated well over 1,000 consulting assignments with a particular focus on executive and non-executive director search and recruitment, CEO and GM appraisals, remuneration reviews and organisational structure advice. During his time with the firm, Andrew has been entrusted by a diverse range of public and private entities to assist with the appointment of the most pivotal roles in the organisation.

### Justin Hinora | ☎ +61 8 8100 8829 | justin.hinora@hender.com.au | LinkedIn

Justin joined Hender Consulting in 2004 and is one of the firm's most experienced consultants. Throughout his extensive career in executive search and recruitment, which spans beyond his time with Hender, he has earned himself credibility as a highly trusted advisor, consulting to a range of clients large and small, across a broad industry spectrum.

Each and every assignment is different and Justin prides himself as a proactive, resourceful and solution focused consultant, driven to achieve outcomes above and beyond. His contemporary approach to executive recruitment is one of the leading reasons for continued and demonstrated success in sourcing the best candidates possible. His candidate knowledge, reach and networking ability is extensive, and includes interstate and overseas based candidates (both passive and active) keen to return home.

In addition to his extensive experience placing literally thousands of senior executive positions, including some of the most high profile and public appointments, Justin's consulting capability extends to CEO and GM appraisals, remuneration reviews and organisational structure advice.

Justin's qualifications include a Bachelor of Arts with a major in Legal Studies, and a Diploma in Human Resource Management. He is an active member of the Australian Human Resources Institute and regular participant in Australian Institute of Company Directors events.

### Bernie Dyer | ☎ +61 8 8100 8812 | bernie.dyer@hender.com.au | LinkedIn

Commencing her recruitment career in 1997, Bernie is one of Adelaide's most respected and experienced executive recruiters with extensive experience across diverse sectors and disciplines. Her significant consulting career in executive search and selection and associated services is enhanced by in-house roles in recruitment leadership and HR management at the University of South Australia and Bendigo Adelaide Bank. Bernie is widely acknowledged as a highly engaged, knowledgeable, responsive, and ethical consultant.

Returning to Hender in early 2022, Bernie brings significant experience in higher education, human services, financial services, not-for-profit, government, and corporate appointments. She focuses on Director, CEO, C-suite, and senior management search and selection, along with associated consulting services. GAICD qualified, she offers a valuable understanding of contemporary governance and Board dynamics, maintaining her knowledge through regular attendance at Australian Institute of Company Directors events and as a member of AICD and Women on Boards.

### Gill Manser | ☎ +61 8 8100 8825 | gill.manser@hender.com.au | LinkedIn

Gill has over 25 years experience as a recruitment consultant in both the executive and administration fields, sourcing candidates for permanent as well as contract roles. Since joining Hender Consulting in 2004, Gill has worked in permanent executive recruitment and search across a broad range of roles and industries including federal, state and local government, professional services, financial services, health, education, the arts, wine, retail and manufacturing.

She has recruited in areas such as human resources, business development, marketing and communications, fund raising and sponsorship, project management, contract management, facilities management, engineering, planning, governance, corporate services and accounting. Prior to joining the recruitment industry, she held generalist human resources positions within the retail sector and state government.

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**Trish Retallick | ☎ +61 8 8100 8813 | trish.retallick@hender.com.au | LinkedIn**

Trish joined Hender Consulting in 2020 having previously worked alongside Hender lead consultants earlier in her career. She has experience spanning three decades, both in Victoria and South Australia, in recruiting at the executive and administrative levels. Her experience covers senior appointments in a wide range of sectors including state and local government, corporate, professional services, not-for-profit, retail and manufacturing.

In addition to her recruitment capability, Trish brings experience gained through senior administrative positions in government, not-for-profit and industry. She has recently returned from interstate where she led the customer service operation for a significant not-for-profit with a medical research base.

## Support Team

The above Consultants are supported by a team of highly experienced executive support professionals who are equipped with the judgement and expertise to effectively, courteously and confidentially interface with candidates and clients (at all levels) in regard to this often complex and sensitive, and always important work.

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## Team Capability/Experience

In addition to the recruitments listed below (but excessive for the purposes of this document), the Hender Consulting Team has recruited literally hundreds of permanent and temporary contract first, second and third tier professional roles across all corporate disciplines such as finance, IT, human resources, marketing, communications, governance, engineering, project management, executive support, procurement, logistics, supply chain, customer service, etc. The firm is also regularly engaged formally and informally to assist with the search and selection of non-executive board directors.

Hender Consulting's specialist Contracting Division addresses our clients' immediate and future temporary and direct fixed-term contract recruitment needs offering specialist, management and executive contracting solutions, with demonstrated success and expertise across the aforementioned corporate disciplines.

The firm is engaged most weeks in both formal and informal remuneration reviews across a diverse range of management positions up to and including CEO. We are also regularly engaged to conduct independent performance appraisals for senior executives. Another key service line is organisation structure analysis and advice. The nature of these complementary services to our primary recruitment business is such that details are often highly confidential. We can nonetheless provide contact details of clients who have utilised and derived value from these important services.

Over the life of the firm, Hender Consulting has provided remuneration and performance appraisal services to virtually every Council in SA along with a wide array of other public and private entities. Our Team's goal is to tailor a human resource solution that addresses both our clients' immediate and future permanent and contracting/temporary recruitment needs. We believe in dedicating our resources to developing long term partnerships based on an in depth understanding of your needs and through the provision of professional value added services. We offer our vast knowledge of candidates within the Adelaide market and with this reliability, responsiveness, transparency, and communication on the availability of quality resources. Whilst the organisation predominantly services clients whom have a presence in South Australia, it has both the capability and experience to undertake assignments in other States and Territories of Australia and overseas.

Notable senior appointments/recruitments (in reverse chronological order) facilitated by one or more members of this Team include:

**CEO or equivalent roles**

| | |
|---|---|
| Immanual Primary School | Principal (current) |
| Festival City Adelaide | Chief Executive Officer (current) |
| Motor Neurone Disease Association of South Australia Inc | Chief Executive Officer (current) |
| Centennial Park Cemetery Authority | Chief Executive Officer (current) |
| Lutheran Disability Services | Chief Executive Officer (current) |
| Norwood Football Club | Chief Executive Officer (current) |
| Community Business Bureau | Chief Executive Officer (current) |
| Royal Life Saving South Australia | Chief Executive Officer |
| Mellor Olsson | Chief Executive |
| Guildhouse | General Manager (CEO) |
| St John's Grammar School | Principal |
| Leaders Institute of South Australia | Chief Executive Officer |
| St George College | Principal |
| Rural Doctors Workforce Agency | General Manager |
| MADEC Australia | Chief Executive Officer |
| Pulteney Grammar School | Principal |
| Australian Refugee Association | Chief Executive Officer |
| Tatachilla Lutheran College | Principal |
| Country Home Services | Chief Executive Officer |
| Signs Inc. | Chief Executive Officer |
| Care 24-7 | Chief Executive Officer |
| GPEx Limited | Chief Executive |
| Bentleys SA/NT | Chief Executive Officer |
| St Columba College | Principal |
| Living Waters Lutheran College | Principal |
| Unity College | Principal |
| Copper Coast Council | Chief Executive Officer |
| Concordia College | Principal Concordia Campus |
| Australian Medical Association – South Australia | Chief Executive Officer |
| Nature Play SA | Chief Executive Officer |
| COTA SA | Chief Executive |
| Light Regional Council | Chief Executive Officer |
| Veterinary Surgeons Board of South Australia | Registrar |
| RSPCA SA | Chief Executive Officer |
| Maxima | Chief Executive Officer |

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|---|---|
| Guildhouse | General Manager / CEO |
| Siblings Australia Inc | Chief Executive (GM) |
| Architectural Practice Board of SA | Registrar |
| Endeavour College | Principal |
| Basketball SA | Chief Executive Officer |
| Racing SA | Chief Executive Officer |
| The Bend Motorsport Park | Chief Executive Officer |
| Benson Radiology | Chief Executive Officer |
| MS Society of SA & NT Inc. | Chief Executive Officer |
| Australian Grape and Wine Inc. | Chief Executive |
| Adelaide Symphony Orchestra | Chief Executive |
| Can:Do Group | Chief Executive Officer |
| Association of Independent Schools of South Australia | Chief Executive |
| SHINE SA | Chief Executive Officer |
| Palliative Care SA | Executive Officer |
| Lutheran Education SA, NT & WA | Executive Director (CEO) |
| St Peter' Collegiate Girls' School | Principal |
| Annesley Junior School | Principal |
| Nature Foundation | Chief Executive Officer |
| Sportsmed SA | Chief Executive Officer |
| Carers and Disability Link Inc | Chief Executive Officer |
| Boandik Incorporated | Chief Executive Officer |
| North Eastern Community Hospital | Chief Executive Officer |
| Central Adelaide Waste and Recycling Authority | Chief Executive Officer |
| Saint Ignatius' College | Principal |
| City of Tea Tree Gully | Chief Executive Officer |
| Barossa Village | Chief Executive Officer |
| Bedford Group | Chief Executive |
| StudyAdelaide | Chief Executive |
| Habitat for Humanity | Executive Officer |
| Frisk | Chief Executive Officer |
| CCW Co-operative Limited | Chief Executive Officer |
| HomeStart Finance | Chief Executive Officer |
| LHI Retirement Services | Chief Executive Officer |
| Dr Jones & Partners | Chief Executive Officer |
| HILT CRC | Chief Executive Officer |
| Blackfriars Priory School | Principal |
| JusticeNet SA | Chief Executive |
| Almond Board of Australia | Chief Executive Officer |
| Adelaide PHN | Chief Executive Officer |
| Scouts SA | Chief Executive Officer |
| UnitingSA | Chief Executive Officer |
| Uniting Country SA | Chief Executive |
| Cohen Group | Chief Executive Officer |
| Courts Administration Authority | State Courts Administrator (Chief Executive) |
| Access 2 Place Housing | Chief Executive Officer |
| Construction Industry Training Board | Chief Executive |
| HomePlace Living Supports | Chief Executive Officer |
| Centacare Catholic Family Services | Director (CEO) |
| YourPlace Housing Ltd | Chief Executive Officer |
| Lighthouse Disability | Chief Executive Officer |
| Cochrane's | Chief Executive Officer |
| Department of Human Services | Chief Executive |
| Beaumont Tiles | Chief Executive Officer |
| Holiday Explorers | Executive Officer |
| Scouts SA | Chief Commissioner |
| Resthaven Incorporated | Chief Executive Officer |
| Credit Union SA | Chief Executive Officer |
| Fairmont Group | Chief Executive Officer |
| Estates Development Co. (1948) Pty Ltd | Chief Executive Officer |
| Coorong District Council | Chief Executive Officer |
| St Dominic's Priory College | Principal |
| St John Ambulance Australia SA | Chief Executive Officer |
| Pulteney Grammar School | Principal |
| Mitolo Wines | General Manager |
| Australian Dental Association SA | Chief Executive Officer |
| Teachers Registration Board of South Australia | Registrar (CEO) |
| St Mark's College | Head of College |
| St Ann's College | Principal (CEO) |
| Mellor Ollson Lawyers | Chief Executive Officer |
| Pedare Christian College | Principal |
| Minda Incorporated | Chief Executive Officer |
| District Council of Elliston | Chief Executive Officer |
| Pedare Christian College | Principal |
| South Australian Housing Authority | Chief Executive |

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| Suneden Specialist School | Principal |
| Helping Hand | Chief Executive Officer |
| King's Baptist Grammar School | Principal |
| ACH Group | Chief Executive Officer |
| Department for Environment and Water | Chief Executive |
| State Library of South Australia | Director |
| Schild Estate | Chief Executive Officer |
| Latrobe Health Services | Chief Executive Officer |
| Glenelg Golf Club | General Manager |
| Dairysafe | Chief Executive Officer |
| Arthritis SA | Chief Executive Officer |
| Berri Barmera Council | Chief Executive Officer |
| District Council of Loxton Waikerie | Chief Executive Officer |
| District Council of Grant | Chief Executive Officer |
| Barkuma Inc | Chief Executive Officer |
| Carrington Cottages | General Manager |
| SATAC | Chief Executive Officer |
| SIDS and Kids | Chief Executive Officer |
| Basketball SA | Chief Executive Officer |
| CCW Co-operative Ltd | Chief Executive Officer |
| Cohen Group | Chief Executive Officer |
| Wolf Blass Foundation Inc | Executive Manager – Wolf Blass Gallery & Museum |
| Tynte Flowers | Chief Executive Officer |
| Police Health | Chief Executive Officer |
| City of Victor Harbor | Chief Executive Officer |
| City of Port Lincoln | Chief Executive Officer |
| Pineview Village | Executive Officer |
| LHI Retirement Services | Chief Executive Officer |
| HAMB Systems Limited | Chief Executive Officer (twice) |
| Saint Ignatius' College | Principal |
| Woodcroft College | Principal |
| Leaders Institute of South Australia | Strategic Leader |
| Southern Cross Care | Chief Executive Officer |
| Barossa Village Inc | Chief Executive Officer (twice) |
| St John's Grammar School | Principal |
| Guildhouse | Executive Director |
| Department for Education & Child Development | Principal, Adelaide Botanic High |
| Department for Education & Child Development | Principal, Australian Science & Mathematics School |
| Alwyndor | General Manager |
| Alexandrina Council | Chief Executive Officer |
| Glenelg Golf Club | General Manager |
| TechInSA | Chief Executive Officer |
| St John Ambulance Service | Chief Executive Officer (twice) |
| RSPCA (SA) | Chief Executive |
| Leading Aged Care Services SA | State Manager |
| Fertility SA | CEO |
| Heart Foundation | Interim CEO |
| Annesley Junior School | Principal |
| Queen Adelaide Club | General Manager |
| Kain Lawyers | General Manager |
| Water Research Australia | Chief Executive (multiple) |
| Westminster School | Principal |
| Blackfriars Priory School | Principal |
| South Australian Chamber of Mines and Energy | Chief Executive Officer |
| Aged Care Industry Association | Chief Executive Officer |
| Regional Development Australia – Limestone Coast | Chief Executive Officer |
| Wakefield Regional Council | Chief Executive Officer |
| Dairy Authority of South Australia | Chief Executive |
| Community Business Bureau | Chief Executive Officer |
| University Senior College | Principal |
| Benson Radiology | Chief Executive Officer |
| Council Solutions | Chief Executive Officer |
| Aged & Community Services SA | Divisional Chief Executive Officer |
| Aged Rights Advocacy Society | Chief Executive Officer |
| Structural Group | General Manager |
| Vinehealth Australia | Chief Executive Officer |
| Cleanseas Tuna | Managing Director |
| City of Charles Sturt | Chief Executive Officer |
| Harvest Christian School | Principal |
| St Columba | Principal |
| Arts SA | Executive Director |
| Department for Education & Child Development | Executive Director, Learning & Performance Improvement |
| City of Port Adelaide Enfield | Chief Executive |
| ECH Inc | Chief Executive |
| United Way SA | Chief Executive Officer |

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|---|---|
| Australian Dental Association, SA | Chief Executive Officer |
| Adelaide Showground Farmers Market | General Manager |
| Department of Environment, Water and Natural Resources | Chief Executive |
| Mt Lawley Golf Club | General Manager |
| Australian Grape & Wine Authority | Chief Executive |
| Clelands Lawyers | Practice Manager |
| Renewal SA | Chief Executive |
| Kooyonga Golf Club | General Manager |
| Ninti One Ltd | Managing Director |
| Nature Play SA | Chief Executive |
| ElectraNet SA | Chief Executive |
| Motor Trade Association | Chief Executive |
| Teachers Registration Board of SA | Chief Executive/Registrar |
| Legacy | Chief Executive (2 times) |
| Inclusive Directions | Chief Executive |
| Waltja | Chief Executive |
| The Architectural Practice Board of South Australia | Registrar |
| Courts Administration Authority of SA | Chief Executive |
| Council Solutions | Chief Executive |
| Pulteney Grammar School | Principal (3 times over 12 years) |
| City of Tea Tree Gully | Chief Executive |
| Adelaide Symphony Orchestra | Chief Executive (3 times over 12 years) |
| Regional Development Australia – Whyalla and Eyre Peninsula | Chief Executive |
| City of Port Lincoln | Chief Executive |
| Australian Institute of Company Directors of SA Inc | State Manager SA/NT |
| Electronics Industry Association Ltd | Executive Director |
| South Australian Museum | Director/CEO (2 times) |
| Royal Society for the Blind SA | Chief Executive |
| Catherine House | Chief Executive |
| Community Support Inc | Chief Executive Officer |
| Insurance and Membership Services | Chief Executive Officer |
| Data Action | Chief Executive |
| Adelaide University Union | General Manager (multiple) |
| Grape & Wine Research and Development Corporation | Chief Executive (4 times over 12 years) |
| AnglicareSA | Chief Executive |
| COTA SA | Chief Executive |
| Northern Areas Council | Chief Executive Officer |
| Taxi Council SA | Chief Executive Officer |
| Rural City of Murray Bridge | Chief Executive (2 times) |
| MADEC | Chief Executive |
| Credit Union SA | Chief Executive |
| Adelaide Festival | Chief Executive |
| Securatrak | General Manager |
| Walford Anglican Girls' School | Principal |
| Seven Hill Winery | General Manager |
| The Barossa Community Co-op | Chief Executive |
| State Opera of SA | Chief Executive |
| Essential Services Commission of SA | Chief Executive |
| Uniting Church in Australia | CEO / General Secretary |
| Royal Flying Doctor Service | Chief Operating Officer |
| Barossa Enterprises | Chief Executive Officer |
| City of Salisbury | Chief Executive |
| Schild Estate Wines | General Manager |
| District Council of Tumby Bay | Chief Executive |
| SA Water | Chief Executive |
| St Andrew's School | Principal (2 times) |
| Annesley College | Principal (3 times) |
| Ausco Modular | SA General Manager |
| District Council of Streaky Bay | Chief Executive Officer |
| District Council of Barunga West | Chief Executive Officer |
| Barkuma Inc | Chief Executive Officer |
| Leveda Inc | Chief Executive Officer |
| Adelaide Shores | Chief Executive (2 times) |
| WorkCover SA | Chief Executive (2 times) |
| District Council of Cleve | Chief Executive (2 times) |
| EMA Consulting | General Manager (2 times) |
| Australian Festival for Young People | General Manager |
| Trinity College | Principal |
| Multiple Sclerosis Society of SA & NT | Chief Executive Officer |
| South Australian Cricket Association | Chief Executive |
| Eldercare Inc | Chief Executive Officer |
| Adelaide Central Market Authority | Chief Executive Officer |
| Mullins Wheels Pty Ltd | Chief Executive Officer |
| Creeks Pipeline Company | General Manager |
| Aboriginal Foundation of SA | Chief Executive |

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| Australian Centre for Social Innovation | Chief Executive |
| GP Partners | Chie Executive Officer |
| Port Adelaide Football Club | Chief Operating Officer |
| Trees for Life | Chief Executive Officer |
| Civil Contractors Federation SA | Chief Executive Officer |
| Homestart Finance | Chief Executive Officer |
| Pedare College | Principal (3 times) |
| City of Holdfast Bay | Chief Executive |
| District Council of Cleve | Chief Executive Officer |
| Northern Adelaide and Medicare Local | Chief Executive Officer |
| District Council of Coober Pedy | Chief Executive Officer |
| Town of Walkerville | Chief Executive |
| City of Mitcham | Chief Executive |
| Royal Agricultural & Horticultural Society | Chief Operating Officer |
| Seniors Information Service | Chief Executive Officer |
| Stirling District Hospital | Chief Executive Officer |
| Adelaide Film Festival | Director / Chief Executive Officer |
| Unibooks | Chief Executive |
| Adelaide Festival Centre | Chief Executive |
| Northern Adelaide Manufacturing Industry Group | General Manager |
| Naval, Military & Naval Club of SA | General Manager |
| Hills Christian Community School | Principal |
| Bremerton Wines | Chief Executive |
| Special Olympics SA | State Manager |
| Pendelton Estate | General Manager |
| Royal District Nursing Service | Chief Executive |
| Real Estate Institute of SA | Chief Executive (2 times) |
| Town of Gawler | Chief Executive |
| Police Credit Union | Chief Executive Officer |
| Johnson Winter & Slattery | General Manager |
| Eynesbury College | Principal |
| St John's Grammar School | Principal |
| Scouts SA | Chief Commissioner |
| South Australian Tourism Commission | Chief Executive |
| Flinders Partners | Chief Executive |
| Legacy Club of Adelaide | Chief Executive Officer (2 times) |
| City of Unley | Chief Executive (2 times) |
| Adelaide City Council | Chief Executive (4 times) |
| St George College | Principal |
| The Adelaide Club | General Manager |
| Port Adelaide Football Club | Chief Executive Officer |
| Fisher Jeffries | General Manager |
| Johnson Winter & Slattery | General Manager |
| CARA | Chief Executive Officer |
| AMA (SA) Inc | Chief Executive Officer |
| Minda Inc | Chief Executive Officer |
| SCOSA | Chief Executive Officer |
| Royal Zoological Society of SA Inc | Chief Executive |
| Adelaide Festival Centre | Chief Executive Officer |
| Cando4Kids | Chief Executive Officer |
| Guide Dogs Association of SA & NT | Chief Executive Officer |
| District Council of Mallala | Chief Executive Officer |
| Olympic Industries | Chief Executive Officer / General Manager |
| National Jet Systems | Chief Financial Officer |
| Thoroughbred Racing SA | Chief Executive Officer |
| ITEK Pty Ltd | Chief Executive Officer |
| General Practice SA Inc | Chief Executive Officer |
| SA Health & Community Services | Chief Executive Officer |
| Barossa Council | Chief Executive |
| Whyalla City Council | Chief Executive |
| Carclew | Director / Chief Executive Officer |
| Finlaysons | Chief Executive Officer |
| Adelaide Central & Eastern Division of General Practice | Chief Executive Officer |
| Police Credit Union | Chief Executive Officer |
| South Australian Chamber of Mines & Energy | Chief Executive Officer |
| Built Environs | Chief Executive |
| Le Messurier Timber Co | Chief Executive Officer |
| Trees for Life | Chief Executive Officer |
| Elders Rural Bank Ltd | Chief Financial Officer & Company Secretary |
| Petratherm Ltd | Managing Director |
| Adelaide Central & Eastern Division of General Practice | Chief Executive Officer |
| Wine Grape Growers' Australia Inc | Executive Director |
| Adelaide Fringe | Fringe Director |
| District Council of Yorke Peninsula | Chief Executive Officer |
| Arts SA | Director, Art Gallery of SA |

CONFIDENTIAL

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|---|---|
| Naracoorte Health Service Inc | Chief Executive Officer |
| Thomson Playford | Chief Executive |
| Autism Association of SA Inc | Chief Executive |
| Orana Inc | Chief Executive Officer |
| Lynch Meyer Lawyers | Chief Executive |
| YHA of SA | Chief Executive |
| South Australian Tourism Commission | Chief Executive – World Police & Fire Games |
| Adelaide Cemeteries Authority | Chief Executive Officer |
| Community Access Services | Chief Executive Officer |
| Alice Springs Town Council | Chief Executive Officer |
| Tatiara District Council | Chief Executive Officer |
| Office of Public Employment | Chief Executive |
| Royal Zoological Society of SA Inc | Chief Executive |
| Land Management Corporation | Chief Executive |
| City of Prospect | Chief Executive Officer |
| City of Burnside | Chief Executive Officer |
| Eastern Eyre Health & Aged Care Inc | Chief Executive Officer |
| Royal South Australian Deaf Society Inc | Chief Executive Officer |
| Repatriation General Hospital | Chief Executive Officer |
| Naracoorte Lucindale Council | Chief Executive Officer |
| Austraining International Pty Ltd | Chief Executive Officer |
| Prince Alfred College | Principal |
| Port Adelaide Magpies | Chief Executive |
| St Peter's College | Head (Principal) |
| ARA Jobs | Chief Executive |
| Kelly & Co Lawyers | Chief Executive |
| Eastwaste | Chief Executive |
| District Council of Mt Barker | Chief Executive Officer |
| Aged Care & Community Services SA & NT | Chief Executive Officer |
| Minter Ellison | Chief Executive Officer |
| SA Harness Racing Authority | Chief Executive |
| SA Greyhound Racing Authority | Chief Executive Officer |
| Adelaide Hills Council | Chief Executive Officer |
| District Council of Naracoorte | Chief Executive Officer |
| City of Happy Valley & Noarlunga (Onkaparinga) | Chief Executive Officer |

### Other notable C-suite, General Manager and Manager recruitments (second and third tier roles)

| | |
|---|---|
| Lutheran Homes Group | General Manager Residential Care, Horsham (current) |
| Lutheran Homes Group | General Manager Home and Community Support (current) |
| Can:Do Group | General Manager Finance & Facilities (current) |
| City of Salisbury | Manager Governance & Legal Services (current) |
| Australian Gas Infrastructure Group | Corporate Governance Officer (current) |
| Greyhound Racing SA | General Manager Finance (current) |
| Veterinary Surgeons Board of South Australia | Deputy Registrar (current) |
| ReturnToWorkSA | Executive Leader Regulation (current) |
| Pedare Christian College | Deputy Principal – Student Life & Wellbeing (current) |
| East Waste | General Manager (current) |
| HAMB Systems Limited | Chief Risk Officer (current) |
| Clarke Energy | Human Resources Manager (current) |
| Renewal SA | Manager, Corporate Governance Office (current) |
| Pulteney Grammar School | Business Director (current) |
| Lutheran Homes Group | General Manager, Risk and Compliance (current) |
| Australian Institute of Company Directors | State Manager SA/NT (current) |
| UnitingSA | Head of Finance |
| Clarke Energy | Human Resources Advisor |
| Resthaven Incorporated | General Manager Retirement Living |
| MoneyMob Talkabout | Community Services Manager (current) |
| Blackfriars Priory School | Director of Business |
| Australian Naval Infrastructure | Executive General Manager Operations (current) |
| Perfection Fresh Australia | Packhouse Maintenance Manager |
| Thomas More College | Business Manager |
| City of Salisbury | General Manager Community Development |
| Dermatology SA | Business Manager |
| Perfection Fresh Australia | Regional Workplace Health Safety & Environment Business Partner |
| Guide Dogs Association of SA & NT | Partnerships Manager |
| Loreto College | Director of Academic Programs |
| Australian Naval Infrastructure | Property Manager |
| Perfection Fresh Australia | Production Manager (Packhouse) |
| City of Mitcham | Executive Manager – Strategic Projects and Climate |
| City of Mitcham | Business Partner People & Culture |
| Villawood Properties | Project Finance Manager |
| Villawood Properties | Assistant Development Manager |
| Warrina Homes Inc. | General Manager Assets & Operations |

CONFIDENTIAL

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|---|---|
| Outback Communities Authority | Strategic Policy Manager |
| Perfection Fresh Australia | Head of Workforce Optimisation |
| SAAFE CRC | Research Program Manager |
| SAAFE CRC | Education & Training Program Lead |
| Australian Naval Infrastructure | Executive General Manager Corporate Affairs and People |
| South Australian Chamber of Mines & Energy | General Manager Policy & Advocacy (current) |
| South Australian Chamber of Mines & Energy | General Manager Partnerships (current) |
| South Australian Chamber of Mines & Energy | Manager Energy (current) |
| South Australian Film Corporation | Senior Programs Administrator |
| Barossa Council | Senior Manager Economic Activation, Strategy & Customer Relations |
| Trinity College | Director of Business Administration |
| Nature Foundation | Deputy Chief Executive Officer |
| Nature Foundation | Conservation Land Manager |
| Warrina Homes Inc. | General Manager Residential Services |
| National Pharmacies | Senior Manager People, Culture & Performance |
| Resthaven Incorporated | Senior Manager – People and Culture Operations |
| Medic Alert Australia Foundation | Manager Corporate and Member Services |
| Jones Radiology | Chief Technology Officer |
| Jones Radiology | General Manager Doctor Group |
| St Columba College | Head of Secondary School |
| Resthaven Incorporated | Executive Manager Clinical Governance & Operational Excellence |
| SA Health | Manager Internal Audit – Statewide Clinical Support Services |
| Life Care | Sales and Service Development Manager |
| Life Care | Finance and Performance Manager |
| Life Care | People and Culture Manager |
| City of Salisbury | Senior Recreation Planner |
| City of Salisbury | Team Leader – Sport, Recreation and Events |
| HAMB Systems | Chief Financial Officer |
| Resthaven Incorporated | Key ICT Leadership Role |
| Seymour College | Head of McGregor Campus |
| City of Salisbury | Team Leader – Sport, Recreation and Events |
| City of Salisbury | Senior Recreation Planner |
| Resthaven Incorporated | Talent Acquisition and Workforce Planning Manager |
| Playford College | Business Manager |
| Suneden Specialist School | Business Manager |
| ReturnToWorkSA | Principal Advisor Enforcement |
| Nature Foundation | Conservation Land Manager (twice) |
| Resthaven Incorporated | Community Wellness Manager |
| Cornerstone College | Head of People & Culture |
| St Peter's Collegiate Girls' School | Director of Business |
| The Creeks Pipeline Company Limited | General Manager |
| Comfresh | Chief Financial Officer |
| Endeavour College | Head of Senior School |
| St Columba College | Head of Junior School |
| City of Salisbury | Finance Systems Implementation Lead |
| City of Salisbury | Manager Sport and Recreation |
| Kelly Tillage | Global Supply Chain Manager |
| Immanuel College | Deputy Director of Boarding |
| Australian Gas Infrastructure Group | Manager Treasury Operations and Compliance |
| Australian Gas Infrastructure Group | Treasury Accountant |
| Australian Naval Infrastructure | Senior Project Manager |
| Australian Naval Infrastructure | Project Director – Skills Academy |
| Australian Naval Infrastructure | Data Governance and Information Security Manager |
| Australian Naval Infrastructure | Office Manager |
| Australian Naval Infrastructure | Commercial Manager |
| Australian Naval Infrastructure | Commercial Director |
| Australian Naval Infrastructure | Legal Counsel |
| Australian Naval Infrastructure | Human Resources Business Partner |
| Aston Hills Golf Club | General Manager |
| Good News Lutheran College | Head of Mambourin Campus |
| Good News Lutheran College | Head of Learning (P-12) |
| Aspen Pumps Asia Pacific | National Financial Controller |
| Pedare Christian College | Head of Junior School |
| City of Salisbury | Audit and Risk Manager |
| Pulteney Grammar School | Head of Mathematics |
| Rural Business Support | Business and Finance Manager |
| Dominant | General Manager – Sales |
| Maxima | Executive Manager – National Programs |
| Maxima | National Specialist – Disability Employment Services |
| Trinity College | Director of Business Operations and Administration |
| DPS Publishing Pty Ltd | General Manager – Digital & Print Media |
| Guide Dogs Association of SA & NT | General Manager, Beau's Pet Hotel |
| Ninti One | Project Manager |
| Australian Naval Infrastructure | General Manager Nuclear Safety |
| Aerotech | Senior Finance & Payroll Officer |

CONFIDENTIAL

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|---|---|
| St Columba College | Human Resources Advisor |
| Australian Gas Infrastructure Group | Head of Treasury Funding and Investor Relations |
| ReturnToWorkSA | Manager Human Resource Services |
| Heavy Automatics | Head of Finance and Administration |
| St Mark's Lutheran School | Business Manager |
| University of Adelaide | General Counsel |
| Endeavour College | Business Director |
| Health Partners | Chief Customer Officer |
| Polyaire Pty Ltd | National Human Resources Manager |
| Polyaire Pty Ltd | National Credit Manager |
| Motor Trade Association of SA/NT | Media and Communications Advisor |
| Trinity College | Director ICT Services |
| Villawood Properties | Development Manager |
| Motor Trade Association of SA/NT | People and Culture Advisor |
| Investigator College | Head of Junior School |
| Nature Foundation | Science and Knowledge Program Manager |
| Motor Trade Association of SA/NT | Financial Controller |
| Mount Barker District Council | Manager Property |
| Courts Administration Authority | Sheriff |
| St Ann's College | Dean |
| Australian Naval Infrastructure | Development & Environmental Approvals Manager |
| Oromax | Business Manager |
| St Columba College | Deputy Principal (R-12) |
| Fairmont Group | Finance Manager |
| Welding Industries of Australia | Senior Human Resources Advisor |
| Resthaven Incorporated | Executive Manager Residential Services |
| Mid Murray Council | Director Development & Community Services |
| Australian Gas Infrastructure Group | Head of Treasury Funding and Investor Relations |
| Clay & Mineral Sales | Accountant (current) |
| UnitingSA | Senior Manager – Residential Aged Care |
| Good News Lutheran College | Business Manager |
| SACE Board of South Australia | Director, People & Performance |
| Rural Doctors Workforce Agency | Manager Professional Development |
| St Peter's Collegiate Girls' School | Director of Marketing, Communications and Advancement |
| Rural Business Support | Business Manager |
| SACE Board of South Australia | Deputy Chief Executive |
| LLL Australia | Chief Operating Officer |
| Villawood Properties | Finance Manager |
| Agostino Group | Financial Controller |
| Lenswood Cold Stores Co-operative Society Limited | Financial Controller |
| Orora Limited | People and Culture Partner |
| ReturnToWorkSA | Human Resources Business Partner |
| Acler | Chief Financial Officer |
| Cochrane's | Chief Financial Officer |
| St Peter's Collegiate Girls' School | Head of Middle School |
| Ninti One | Quality & Systems Coordinator |
| City of Salisbury | Senior Manager Engineering Assets and Systems |
| City of Salisbury | Senior Manager Urban, Recreation and Natural Assets |
| The Barossa Council | Director Development and Community Services |
| Mount Barker District Council | Manager Projects and Capital Delivery |
| South Australian Country Fire Service | Director Learning and Development |
| South Australian Country Fire Service | Manager Learning and Development |
| Defence Housing Australia | Director Service Operations |
| City of Adelaide | General Manager, Adelaide Central Market Authority |
| ReturnToWorkSA | Program Design and Improvement Lead |
| ReturnToWorkSA | Manager Investigations and Regulatory Compliance |
| Adelaide Hills Council | Manager Financial Services |
| HAMB Systems | Head of Product, Portfolio and Platform |
| HenderCare | Chief Financial Officer |
| Mobo Group | IT Manager |
| Rural Doctors Workforce Agency | Locum Services Manager |
| Rural Doctors Workforce Agency | Communications Manager |
| Renewal SA | Senior People and Culture Business Partner |
| Renewal SA | Manager People and Culture Operations |
| St Peter's Collegiate Girls' School | Head of Junior School |
| SmartSat CRC | Commercial Director |
| Pedare Christian College | Head of Middle School |
| Pedare Christian College | Deputy Principal – Teaching & Learning |
| Mount Barker District Council | Manager People and Culture |
| Mount Barker District Council | Manager - Operations |
| Mount Barker District Council | Manager Assets |
| Department for Environment and Water | Director Water Licensing |
| Benson Radiology | Chief Financial Officer |
| Adelaide Symphony Orchestra | Director of Marketing |
| Adelaide Eye Surgeons | Practice Manager |

CONFIDENTIAL

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|---|---|
| Good News Lutheran College | Head of Campus (Principal) |
| Good News Lutheran College | Head of Learning ELC-12 |
| Australian Naval Infrastructure | Financial Controller |
| Lifetime Support Authority | Expert Review Panel Members |
| Cohen Group | Centre General Manager – Burnside Village |
| St John's Grammar School | Business Director |
| Ninti One | Project Support Officer |
| Ninti One | Community Engagement & Capacity Building Coordinator |
| Autism SA | Business Operations Manager |
| Adelaide Development Company | Company Accountant |
| Australian Gas Infrastructure Group | Senior Regulatory Advisor |
| Adelaide Festival Corporation | Head of Finance and Corporate Services |
| Patties Foods | Senior Human Resources Advisor |
| Renewal SA | Director, People and Culture |
| Resthaven Incorporated | Senior Manager Residential Services |
| South Australia Police | Director Information Security |
| Elderton Wines Pty Ltd | Financial Controller |
| Levett Engineering | Quality Manager |
| Ninti One Ltd | General Manager Training |
| Taylors Wines Pty Ltd | Operations Manager |
| Department of the Premier and Cabinet | Director, Office for Autism |
| Department of the Premier and Cabinet | Principal Community Engagement Officer, Office for Autism |
| Guide Dogs Association of SA & NT | Fundraising Manager |
| Trinity College | Director of People and Culture |
| Fairmont Group | Senior Management Accountant |
| Credit Union SA | Chief Financial Officer |
| Australian Naval Infrastructure | Director Major Projects |
| Nature Foundation | Marketing & Communications Coordinator |
| Resthaven Incorporated | Executive Manager Community Services |
| City of Salisbury | Manager Strategic Procurement |
| Patties Foods | Manufacturing Manager |
| Australian Gas Infrastructure Group | Senior Compliance Advisor |
| Lucas Total Contract Solutions | Chief Financial Officer |
| Scouts SA | Head of Commercial |
| Barossa Village Inc | Home Care Manager |
| Unity College | Head of People, Culture & Community |
| Australian Gas Infrastructure Group | Workforce Analyst |
| Motor Trade Association of SA/NT | People and Culture Manager |
| ReturnToWorkSA | Customer Experience Lead |
| Minda Incorporated | Executive Director, Infrastructure and Services |
| Patties Foods Pty Ltd | Finance Operations Manager |
| Flinders University | General Counsel & University Secretary |
| Maxima | Executive Manager Marketing & Communications |
| SAHMRI | Head of Finance |
| SACE Board of South Australia | Team Leader, Exam Management |
| Villawood Properties | Assistant Development Manager (twice) |
| South Australian Tertiary Admissions Centre (SATAC) | General Manager, Customer Engagement & Success |
| Whittles Group | Manager People & Culture |
| Adelaide Symphony Orchestra | Manager, People and Culture |
| PIRSA | Cross Border Commissioner |
| Saint Ignatius' College | Head of Co-curricular |
| Australian Gas Infrastructure Group | Head of Group Tax |
| Lutheran Homes Group | Chief Financial Officer & Company Secretary |
| Lutheran Homes Group | Executive Manager People & Culture |
| Welding Industries of Australia | General Manager Oceania Region |
| Adelaide Plastic Surgery | Executive General Manager |
| Marand Precision Engineering Pty Ltd | Quality Manager |
| Menz Confectionery | Chief Financial Officer |
| Autism SA | Executive Manager, Corporate Services |
| Motor Trade Association of SA/NT | General Manger |
| HenderCare | Head of ICT |
| Nature Foundation | Science & Conservation Program Manager |
| ReturnToWorkSA | Manager Premium Services – Insurance |
| Estates Development Co. (1948) Pty Ltd | Senior Property Manager |
| Bedford Group | Chief Financial Officer |
| Bedford Group | Chief Marketing Officer |
| Campbelltown City Council | General Manager – Corporate Services |
| Skylight Mental Health | Finance Manager |
| Lutheran Homes Group | Retirement Living Manager |
| Lutheran Homes Group | Head of Home Care |
| Trice | Business & Finance Manager |
| Pedare Christian College | ICT Manager |
| Demant Australia Pty Ltd | People & Culture Director, ANZ |
| San Remo | Senior Finance Role |
| SACE Board of South Australia | Director, SACE International |

CONFIDENTIAL

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|---|---|
| Police Health | Business Intelligence Lead |
| Resthaven Incorporated | Senior Manager Community Services |
| UnitingSA | Senior Manager, Quality and Great Client Experience |
| Flinders University | Director Flinders University Academy |
| Good News Lutheran College | IB Middle Years Programme Coordinator |
| Good News Lutheran College | Head of Senior Years |
| Australian Gas Infrastructure Group | Head of People and Culture |
| sportsmed SA | Director – People & Culture |
| Parkstone Funds Management Pty Ltd | Retail Property Asset Manager |
| SAHMRI | Senior Financial Planning and Reporting Analyst |
| Resthaven Incorporated | Manager Residential Services – Resthaven Mitcham |
| Mellor Olsson Lawyers | Senior Accountant |
| Adelaide Symphony Orchestra | Corporate Services Manager |
| Australian Naval Infrastructure | HR Business Partner |
| Australian Gas Infrastructure Group | Head of Corporate Affairs |
| University of South Australia | Chief Financial Officer |
| South Australian Tourism Commission | General Manager, Commercial Sales |
| Office of the National Rail Safety Regulator | Executive Director Corporate |
| The Barossa Council | Director Works and Engineering Services |
| Australian Gas Infrastructure Group | Chief Information Officer |
| Adelaide Hills Council | Director Development and Regulatory Services |
| HenderCare | General Manager – Disability |
| Vine Inn Barossa Community Hotel | General Manager |
| St Peter's Collegiate Girls' School | Director of Teaching & Learning |
| Ninti One | Project Manager |
| MCC Australia | HR Information Systems Professional |
| Fairmont Group | Chief Financial Officer |
| Autism SA | People and Culture Manager |
| Mount Barker District Council | Head of Wastewater |
| UnitingSA | Chief People & Quality Officer |
| Department for Environment and Water | General Manager - Alinytjara Wilurara Landscape Board |
| MGA Whittles Group | Chief Financial Officer |
| Beach Energy Limited | Head of Human Resources |
| Mobo Group | Head of Packaging Operations |
| Resthaven Incorporated | Manager Residential Services – Westbourne Park |
| National Wine Centre | General Manager |
| Saint Ignatius' College | People & Culture Manager |
| Rural Doctors Workforce Agency | Director, Planning |
| Burnside War Memorial Hospital | Director People & Culture |
| Bene Aged Care | Manager, People and Performance |
| Bene Aged Care | Chief Financial Officer |
| TAFE SA | Director Corporate Governance & Assurance |
| TAFE SA | Director Procurement & Contract Management |
| Australian Institute of Company Directors | State Manager SA |
| City of Salisbury | Manager Community Participation & Partnerships |
| ADX Depot Pty Ltd | Chief Financial Officer |
| HILT CRC | Chief Operating Officer/Chief Financial Officer |
| Julia Farr Association | Strategy Leader |
| Ninti One | Marketing and Growth Coordinator |
| Skylight Mental Health | Finance Manager |
| Ninti One | General Manager, Business Development |
| Australian Gas Infrastructure Group | Communications Advisor |
| City of Salisbury | Manager Economic Development and Urban Policy |
| City of Salisbury | Manager People and Culture |
| SACE Board of South Australia | Education Consultant |
| SACE Board of South Australia | Education Innovation – Project Officer |
| North Eastern Community Hospital | Aged Care Director |
| Barossa Council | Manager Development Services |
| Attorney-General's Department | Executive Director – Projects and Technology |
| Cavpower Pty Ltd | SHEQ Manager |
| Cavpower Pty Ltd | Service Operations Centre Manager |
| HomeStart Finance | Chief Financial Officer |
| Resthaven Incorporated | Manager Community Services – Marion and Inner Southern Suburbs |
| Resthaven Incorporated | Manager Community Services – Woodville and Western Suburbs |
| Resthaven Incorporated | Manager Community Services – Paradise and Eastern Suburbs |
| Resthaven Incorporated | Manager Residential Services – Bellevue Heights |
| Resthaven Incorporated | Manager Work Health Safety and Injury Management |
| SACE Board of South Australia | Director, Education Services |
| SACE Board of South Australia | Faculty Manager |
| Villawood Properties | Project Finance Manager |
| Serafino Wines | Chief Winemaker |
| ACH Group | Chief Financial Officer |
| Australian Gas Infrastructure Group | Senior Strategy Advisor |
| Attorney-General's Department | Crown Solicitor |
| Mount Barker District Council | Manager Financial Services |

CONFIDENTIAL

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|---|---|
| Blackfriars Priory School | Deputy Principal Secondary |
| Blackfriars Priory School | Head of Primary |
| sportsmed SA | Director – People & Culture |
| Aerotech Group | Finance Coordinator |
| Police Health | Financial Controller |
| Australian Gas Infrastructure Group | Head of Compliance |
| The Barossa Co-op | HR Generalist |
| Pilgrim Uniting Church | Communications and Media Coordinator |
| Barossa Council | Manager Enterprise Technology and Innovation |
| Lighthouse Disability | General Manager – Client Wellbeing |
| Resthaven Incorporated | Senior Manager People & Culture |
| Burnside War Memorial Hospital | Director Finance and Corporate Services |
| DisAbility Living | General Manager People and Culture |
| UnitingSA | Chief Financial Officer |
| ReturnToWorkSA | Executive Leader Regulation |
| Eldercare Inc | General Manager Residential Care |
| Marand Precision Engineering Pty Ltd | General Manager |
| Hunts Fuel | Accountant |
| sportsmed SA | Business Manager – Orthopaedic Practice |
| West Beach Parks | General Manager Corporate Services |
| City of Salisbury | Director Business Transformation |
| Dr Jones & Partners | General Manager People & Culture |
| Resthaven Incorporated | Senior Manager Residential Services |
| Bedford Group | General Manager Operations |
| Police Health | Brand and Communications Specialist |
| City of Salisbury | General Manager City Development |
| Detmold Group | Chief Financial Officer |
| Rivergum Group | General Manager – Homes |
| HenderCare | ICT Manager |
| Australian Naval Infrastructure | Security Operations Manager |
| Australian Naval Infrastructure | Facilities Electrical Engineer |
| sportsmed SA | Business Improvement Manager |
| Kain Lawyers | Finance Manager |
| MADEC Australia | Chief Operations Officer – Labour Hire |
| Cavpower Pty Ltd | Chief Financial Officer |
| Credit Union SA | Finance Manager |
| Beaumont Tiles | National Manager – People & Culture |
| Cavpower Pty Ltd | Marketing Manager |
| City of Salisbury | Manager Governance |
| City of Salisbury | General Manager Community Development |
| Mount Barker District Council | Manager Infrastructure Maintenance & Operations |
| Metro Homes SA | Land Development Manager |
| Rural Doctors Workforce Agency | Grants Program Manager |
| Rural Doctors Workforce Agency | Senior Recruitment Consultant |
| Rural Doctors Workforce Agency | Outreach Business Manager |
| Rural Doctors Workforce Agency | Director Outreach Programs |
| Better Medical | Mergers and Acquisitions Manager |
| Better Medical | Business and Data Analyst |
| Johnston Grocke | Corporate Services Manager |
| St Ann's College | Dean |
| Better Medical | National Property and Procurement Manager |
| Better Medical | General Counsel |
| The University of Adelaide | Chief Financial Officer |
| Polyaire Pty Ltd | Business Systems & Intelligence Manager |
| Maxima | General Manager, IT & Risk |
| Estates Development Co. (1948) Pty Ltd | Property Manager |
| Estates Development Co. (1948) Pty Ltd | Assistant Project Manager |
| Maxima | Chief Financial Officer |
| Maxima | National Manager Marketing Strategy |
| Credit Union SA | Chief People & Strategy Officer |
| Estates Development Co. (1948) Pty Ltd | Senior Finance Role |
| Bedford Group | Executive Manager People, Communications, Strategy & Quality |
| Bedford Group | Manager Business Analysis & Improvement |
| Department for Energy and Mining | Director, Information Management Strategy and Delivery |
| City of Salisbury | Manager Strategic Development Projects |
| Lighthouse Disability | General Manager – Client Wellbeing |
| Lighthouse Disability | Manager People and Culture |
| Motor Trade Association of SA/NT | Automotive Training and Capability Manager |
| Motor Trade Association of SA/NT | Customer Services Manager |
| Motor Trade Association of SA/NT | General Manager, Automotive Skills Development |
| Australian Naval Infrastructure | Facilities Electrical Engineer |
| Pilgrim Uniting Church | Business Manager |
| Buddy Technologies Ltd | Financial Controller |
| Police Health | Product Manager |
| Concordia College | Manager – Administration Operations |

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|---|---|
| Haircare Australia | General Manager – Sales & Marketing |
| A Noble & Son Ltd | Supply Chain Manager |
| Resthaven Incorporated | Senior People & Culture Manager |
| Ninti One | Program Manager NBPU TIS |
| Hames Sharley | Chief Financial Officer |
| Legend Corporation | Electronic Design Engineer |
| ICS Service Solutions | General Manager Business Growth |
| Department for Environment and Water | Director, Communications and Engagement |
| South Australian Film Corporation | Chief Operating Officer |
| Office for Recreation, Sport and Racing | Director, Infrastructure and Planning |
| SmartSat CRC | Chief Research Officer |
| SmartSat CRC | Research Program Manager (two positions) |
| South Australian Housing Authority | Manager Affordable Housing |
| South Australian Housing Authority | Land Development Manager |
| South Australian Housing Authority | Executive Director, Customers and Services |
| South Australian Housing Authority | Director, Capital Programs |
| Dr Jones & Partners | Chief Financial Officer |
| Australian Naval Infrastructure | Project Manager Operations |
| Department of Human Services | Executive Director, Performance and People |
| Aerotech Group | Generalist |
| Qualia Wines | National Sales Manager |
| Motor Trade Association of South Australia | CRM Specialist |
| Pulteney Grammar School | Head of Senior School |
| Resthaven Incorporated | Executive Manager, Strategy & Governance |
| Good News Lutheran College | Head of Junior Years |
| Trinity College | Principal Trinity College Senior |
| Association of Independent Schools of South Australia | Head of Educational Services |
| Association of Independent Schools of South Australia | Specialist Policy & Compliance Consultant |
| HenderCare | Chief Financial Officer |
| Polyaire Pty Ltd | ICT Manager |
| Australian Naval Infrastructure | Precinct Maintenance Manager |
| Regional Development Australia Yorke and Mid North | Business and Strategy Manager |
| Kain Lawyers | Chief Operating Officer |
| City of Salisbury | Internal Auditor & Risk Coordinator |
| City of Salisbury | Manager, Strategic Procurement |
| SACE Board of South Australia | Chief Financial Officer |
| Landscape South Australia | General Manager – Landscape Board (multiple positions) |
| Pulse Anaesthetics | HR/Corporate Manager |
| ReturnToWorkSA | Chief Operating Officer – Insurance |
| MASTEC Australia | Financial Controller |
| Resthaven Incorporated | Executive Manager, People and Culture |
| Department for Environment and Water | General Manager, Cleland Wildlife Park |
| Good News Lutheran College | Deputy Principal – Academic |
| Good News Lutheran College | Head of People & Culture |
| Police Health | Product Manager |
| UniSA Ventures | Commercial Manager |
| HMPS Pty Ltd | Financial Controller |
| Craniofacial Australia | Corporate Manager |
| Tutti Arts | General Manager |
| Adelaide Symphony Orchestra | Manager, Donor Relations |
| The Barossa Co-op | Business Leader – Lifestyle Division |
| Pulteney Grammar School | Business Director |
| Investigator College | Business Manager |
| Mary MacKillop College | Deputy Principal |
| Australian Gas Infrastructure Group | Senior Tax Professional |
| Sportsmed SA | Perioperative Manager |
| Status | Operations Manager: Disability Employment Services |
| Status | Operations Manager: jobactive |
| Dr Jones & Partners | Key Senior Leadership Position |
| Department of Treasury and Finance | Director, Information and Technology |
| St Peter's Girls' School | Director – ICLT |
| PMB Defence | Human Resources Manager |
| Maxima | Manager Recruitment Services |
| Minda Incorporated | Senior Manager, Special Projects |
| 360Private | Chief Operating / Financial Officer |
| Veterans SA | Director |
| Clarke Energy | IT Support Analyst |
| Community Business Bureau | Marketing Business Consultant |
| Essential Services Commission of South Australia | Senior Compliance and Investigations Officer |
| Advanced Anaesthetics Adelaide | Practice Manager |
| HenderCare | People & Culture Manager |
| Mount Barker District Council | Commercial Manager – Wastewater |
| Credit Union SA | Performance Manager – Sales |
| Ninti One | Business Development Manager |
| Kain Lawyers | General Manager – Corporate Services |

CONFIDENTIAL

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|---|---|
| Minda Incorporated | Executive Manager – Commercial Enterprises |
| Minda Incorporated | Senior Manager – Supported Independent Living |
| Minda Incorporated | Executive Manager – Customer Services |
| Maxima | National Business Leader |
| STARplex at Trinity College | General Manager STARplex |
| Scouts SA | Senior Finance Officer |
| Data Action | Head of Strategy & Portfolio Management |
| Flinders University | Strategic Project Director |
| Flinders University | Associate Director, Capital Development |
| Flinders University | Principal Project Manager |
| ZED Management Consulting | General Manager |
| Resthaven Incorporated | Senior Manager ICT |
| Motor Trade Association of South Australia | General Manager – Member Solutions |
| Motor Trade Association of South Australia | Manager Industry & Government Engagement |
| Australian Naval Infrastructure | Contracts Manager |
| Australian Naval Infrastructure | Safety, Compliance and Security Manager |
| Australian Gas Infrastructure Group | Senior Treasury Role |
| Resthaven Incorporated | Senior Manager Community Services |
| Resthaven Incorporated | Manager Residential Services – Resthaven Port Elliot |
| HenderCare Foundation | Children Services Business Development Manager |
| Ninti One | Project Officer – National Best Practice Unit, Tackling Indigenous Smoking |
| Adelaide Symphony Orchestra | Senior Manager, Development |
| Barossa Village Inc | General Manager – Delivery |
| Essential Services Commission of South Australia | Senior Economist |
| The Co-op Heart of the Barossa | Fresh Foodland Store Manager |
| ACH Group | General Manager Customer Experience & Growth |
| ACH Group | Chief Financial Officer |
| City of Unley | Manager Development & Regulatory |
| South Australian Housing Authority | Executive Director, Customers & Services |
| South Australian Housing Authority | Director, Economic Development & Tourism |
| SEA Gas | Senior Project Manager (Electrical) |
| SEA Gas | Process Engineer |
| SEA Gas | Senior Facilities Manager |
| Flinders University | Procurement Category Manager |
| SAHMRI | Chief Financial Officer |
| Minda | Chief Financial Officer |
| Ultra Electronics Australia | Commercial Manager |
| Saint Ignatius' College | People & Culture Manager |
| Essential Services Commission of South Australia | Manager, Performance Analytics and Reporting |
| Essential Services Commission of South Australia | Licensing and Compliance Officer |
| Women's Safety Services SA | General Manager Corporate Services |
| Women's Safety Services SA | People and Culture Advisor |
| Women's Safety Services SA | People and Culture Officer |
| Women's Safety Services SA | Wellbeing, Health and Safety Officer |
| Minda | Corporate Secretary |
| Camp Quality | Partnerships Manager (SA) |
| Department for Environment and Water | Director, Water Infrastructure and Operations |
| Department for Environment and Water | Executive Director, Environment, Heritage and Sustainability |
| Ultra Electronics Australia | People, Culture and Safety Manager |
| La Casa Del Formaggio | Human Resources Manager |
| Stair Lock | Accountant |
| Resthaven Incorporated | Manager Resthaven Paradise and Eastern Community Services |
| South Australian Tourism Commission | Sponsorship Manager |
| Resthaven Incorporated | Manager Residential Services – Craigmore |
| Resthaven Incorporated | Manager Residential Services – Mount Gambier |
| Centennial Park | ICT Officer |
| Minda | Chief Operating Officer |
| Sight For All | Marketing Manager |
| Pedare Christian College | Business Manager |
| Pearce & Co (Sweat) | Head of PR |
| Ninti One | Project Officer, Stronger Communities for Children |
| Scouts SA | Finance Business Partner |
| Credit Union SA | New Manager Roles |
| The Co-op Heart of the Barossa | Merchandise Manager |
| West Beach Parks | General Manager Corporate Services |
| sonnen Australia | Program Manager |
| sonnen Australia | Senior Accountant |
| sonnen Australia | Procurement Manager |
| Wilderness School | Human Resources Manager |
| Latrobe Health Services | Chief Information Officer |
| Ninti One | Project Coordinator |
| Resthaven Incorporated | Senior Manager Community Services |
| SATAC | Corporate Services Manager |
| SEA Gas | Senior HSE Role |
| South Australian Housing Authority | Executive Director, People & Safety |

CONFIDENTIAL

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| Community Business Bureau | Business Consultant |
| Ninti One | Administration Officer |
| South Australian Tourism Commission | Contracts & Procurement Manager |
| South Australian Tourism Commission | General Manager, Commercial Sales |
| sonnen Australia | Sales Leader – Call Centre |
| Ninti One | PA to the Managing Director |
| The University of Adelaide | Manager, Strategic Procurement |
| Fertility SA | Clinic Practice Manager |
| ECH Inc. | Manager, People and Culture |
| Resthaven | Senior Manager Residential Services |
| Rural Doctors Workforce Agency | Outreach Regional Services Coordinator |
| City of Adelaide | Associate Director Public Realm |
| Ninti One | Finance & Administration Assistant |
| Elders Limited | Executive Assistant to the CEO |
| Glenelg Golf Club | Clubhouse Operations Manager |
| Hames Sharley | Chief People Officer |
| Glenelg Golf Club | Finance & Administration Manager |
| La Casa Del Formaggio | Chief Operating Officer |
| Resthaven Incorporated | Executive Manager Governance and Corporate Services |
| The Co-op Heart of the Barossa | Chief Financial Officer |
| Rural Doctors Workforce Agency | GP Support and Services Manager |
| Rural Doctors Workforce Agency | Recruitment Officer |
| SEA Gas | Systems Controller |
| Nobles | General Manager Sales and Customer Service |
| Essential Services Commission of South Australia | Manager Economics |
| sonnen Australia | IT Manager |
| sonnen Australia | Head of People & Culture |
| sonnen Australia | Head of Finance & Accounting |
| sonnen Australia | Manufacturing Manager |
| sonnen Australia | Manager – Call Centre |
| My Plan Manager | ICT Manager |
| Hames Sharley | Executive Assistant (multiple times) |
| Resthaven Incorporated | Executive Manager People & Culture |
| Benson Radiology | General Manager People & Culture |
| The Co-op Heart of the Barossa | Human Resources Manager |
| Ninti One | Business Development Coordinator |
| Clarke Energy | Regional Sales Manager WA/NT |
| Rural Doctors Workforce Agency | Workforce Support Services Manager |
| Ninti One | Senior Project Officer, National Best Practice Unit TIS |
| City of Salisbury | General Manager City Infrastructure |
| St Ignatius' College | Advancement Manager |
| Blackfriars Priory School | Deputy Principal (Secondary) |
| Adelaide Symphony Orchestra | Manager, People & Culture |
| Peregrine Corporation | Head of People |
| Flinders University | Principal Facilities Contracts Manager |
| Southern Cross Care | General Manager Human Resources |
| Nobles | General Manager People & Culture |
| Resthaven Incorporated | Manager Workforce Development |
| Ninti One | Support Officer, National Best Practice Unit TIS |
| City of Mitcham | General Manager |
| Glenunga International High School | Director of Studies (twice) |
| Access 2 Place | Quality Assurance Officer |
| Gapsted Wines | National Sales Manager |
| Ninti One | Project Officer – Stronger Communities for Children |
| Australian Naval Infrastructure | Senior Business Analyst |
| Mayne Pharma | Head of Manufacturing |
| RAA | Group Manager, Financial Services |
| Adelaide Symphony Orchestra | Senior Accountant |
| Bedford Group | Chief Operating Officer |
| Dentistry on Unley | Practice Manager |
| Seeley International | Digital Marketing Manager |
| AnglicareSA | Senior Treasury Analyst |
| Beyond Bank | Chief Information Officer |
| Ninti One | Project Manager – Stronger Communities for Children |
| Access 2 Place | Tenant Engagement Coordinator |
| Department for Education | Director, Primary Learners |
| Australian Rail Track Corporation | General Manager Financial Services |
| Department for Education | Executive Manager, International Business |
| Eldercare Inc | Consumer Engagement Coordinator |
| Eldercare Inc | Clinical Care Consultant |
| Eldercare Inc | General Manager, Residential Care |
| Taylors Wines | Operations Manager |
| Discovery Parks | Financial Controller |
| Resthaven Incorporated | Manager Quality Systems |
| Uniting SA | Executive Manager – Community Services |

CONFIDENTIAL

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|---|---|
| Ninti One | Administration & Finance Assistant |
| Ninti One | Senior Project Manager - Social Development Focus |
| UnitingSA | Senior Manager – Residential Aged Care |
| Clelands Lawyers | Business Manager |
| Centacare Catholic Family Services | Manager, Human Resources |
| The Royal Institution of Australia | Corporate Services Manager |
| Ninti One | Finance & Payroll Officer |
| Thomson Geer Lawyers | Corporate Finance & Reporting Analyst |
| Clean Seas Seafood Limited | Management Accountant |
| Centennial Park | Manager Corporate Services |
| Crosby Dalwood | General Manager Corporate Services |
| Data Action | Chief Technology Officer |
| SEA Gas | Project Manager – Finance Systems |
| Discovery Parks | Senior Analyst |
| Nobles | Business Development Manager |
| Resthaven | Internal Auditor |
| Saint Ignatius' College | Head of Studies & Innovation |
| Water Research Australia | Business Manager |
| Water Research Australia | Engagement & Marketing Manager |
| Water Research Australia | Research Adoption Manager |
| Poynter Hargraves | Head of Advisors |
| Poynter Hargraves | Manager Client Services |
| City of Mitcham | Manager Engineering |
| Saint Ignatius' College | People & Culture Manager |
| Department for Education and Child Development | Director, Secondary Learners |
| Naval Group | Program Cost Controller |
| Glenelg Golf Club | Food & Beverage Manager |
| Saint Ignatius' College | Head of Senior School |
| City of Tea Tree Gully | Manager Finance Services & Rating Operations |
| Access 2 Place | Operations Manager |
| Connecting Up | Chief Operating Officer |
| City of West Torrens | Manager, People & Culture |
| Australian Naval Infrastructure | Financial Controller |
| Sarah Group | Group People & Culture Manager |
| SEA Gas | Information Technology Manager |
| SEA Gas | Business Development Manager |
| City of Mitcham | Team Leader, Traffic & Transport |
| Ninti One | Business Development Manager |
| ADVAM | Commercial Manager |
| Saint Ignatius' College | Head of Junior School |
| Australian Naval Infrastructure | Project Director |
| University of Adelaide | Manager – Division Finance |
| Pearce & Co (Sweat) | Manager, People & Culture |
| Climate Technologies | National HR Manager |
| City of Salisbury | Manager, Governance |
| City of Tea Tree Gully | Team Leader Work, Health & Safety |
| City of Tea Tree Gully | Senior Work, Health & Safety Officer |
| Adelaide Festival Centre | Director, Marketing |
| Wine Australia | Program Manager – ERWSP |
| Wine Australia | Corporate Affairs Manager |
| Wine Australia | Senior RD&E Manager x 2 |
| Wine Australia | Communications Manager – ERWSP |
| Wine Australia | Grants Manager – ERWSP |
| Wine Australia | HR Manager |
| SEA Gas | Business Development Associate |
| University of South Australia | HR Manager |
| Animal Welfare League | General Manager, Corporate & Commercial Services |
| RSPCA SA | Planned Giving Specialist |
| Experience Australia Group | General Manager, Marketing |
| Experience Australia Group | General Manager, Risk & Compliance |
| Experience Australia Group | Executive Assistant / Office Coordinator |
| City of Salisbury | Manager, Community Planning & Vitality |
| Seeley International | Marketing Manager Residential |
| RSPCA (SA) | Commercial Development Manager |
| Calvary Retirement Communities | Regional Manager |
| Central Australian Aboriginal Congress | Organisational Capability Manager |
| Resthaven Inc | Senior Manager, Community Services |
| Police Health | General Manager, Marketing & Strategic Relationships |
| Genesee & Wyoming | Financial Controller |
| Indigenous Land Corporation | Director, People & Culture |
| Seeley International | Marketing Manager |
| City of Salisbury | Manager, Infrastructure Delivery |
| TAFE SA | Director Marketing |
| Cancer Council SA | Fundraising Manager |
| Scholle Packaging | HR Advisor |

CONFIDENTIAL

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| Longridge Group | Construction and Operations Manager |
| SA Health | Director, Procure to Pay |
| TAFE SA | Director, HR & Organisational Development |
| Tarac Technologies | Commercial Manager |
| Legal Services Commission | Chief Operating Officer |
| Legal Services Commission | Manager, Legal Practice |
| Tarac Technologies | Commercial Manager |
| Wilderness School | Registrar |
| Mount Barker District Council | Group Manager, Infrastructure |
| Loreto College | Business Manager |
| Adelaide Health Care | Business Manager |
| City of Tea Tree Gully | Manager, City Development |
| Renewal SA | Senior Finance Business Partner |
| Fleet Complete | National Sales Manager |
| Department of the Premier & Cabinet | Director, People & Culture |
| Adelaide Shores | General Manager, Operations |
| University of Adelaide | Associate Director, Service Delivery |
| Discovery Parks | Chief Financial Officer |
| ElectraNet SA | Chief Financial Officer |
| Experience Australia Group | Chief People Officer |
| Sports Association for Adelaide Schools | Executive Officer |
| Town of Gawler | Manager, Business Enterprises & Communication |
| Town of Gawler | Manager, Development, Environment & Regulatory Services |
| City of Salisbury | Manager, Community Capacity & Learning |
| Prince Alfred College | Sesquicentenary Project Manager |
| City of Prospect | Director, Business & Innovation |
| HAMB Systems Ltd | Innovation Manager |
| University of Adelaide | Project Manager, Enterprise Agreement |
| University of Adelaide | Manager, Workplace Relations |
| Department for Communities & Social Inclusion | Executive Director, People & Culture |
| Department for Education & Child Development | Executive Director, People & Culture |
| Renewal SA | Precinct Director, Tonsley |
| Renewal SA | Project Director, Tonsley |
| Micro-X | Chief Financial Officer |
| Adelaide Symphony Orchestra Pty Ltd | Manager, People & Culture (twice) |
| Discovery Parks | Chief People Officer |
| Ausco Modular | Construction Manager |
| SA Health | Chief Procurement Officer |
| Pilgrim Uniting Church | Business Manager |
| Pedare Christian College | Head of Middle School |
| City of Salisbury | General Manager, Community Development |
| Glenunga International High School | Director of Services |
| Netball SA | General Manager, Brand, Market & Communications |
| Netball SA | General Manager, Commercial |
| Health Partners | Campaign Manager (twice) |
| Credit Union SA | Senior Manager, Retail Banking |
| Attorney General's Department | Director, Human Resources |
| Data Action | General Manager, Corporate Services |
| SA Health | Director, Workforce Relations |
| Scholle Packaging | Supply Chain Manager |
| Adelaide Airport | Business Performance and Development Manager |
| Department of Environment, Water & Natural Resources | Director, Climate Change |
| Department of Environment, Water & Natural Resources | Director, Community Engagement |
| Department of Environment, Water & Natural Resources | Executive Director, Conservation & Land Management |
| Thomas Foods International | Senior WHS Coordinator |
| Pedare | Manager, People & Culture |
| ElectraNet SA | Senior Health, Safety & Environment Leader |
| Scouts Australia (SA) | General Manager, Woodhouse Activity Centre |
| ElectraNet SA | Network Relationship Manager |
| ElectraNet SA | Corporate Development Advisors |
| South Australian Tourism Commission | General Manager, Human Resources & Facilities |
| Department of State Development | Strategic Coordinator, Northern Economic Plan |
| City of Tea Tree Gully | Team Leader, Organisational Development |
| Investigator College | Business Manager |
| GPEx | Director, Support Services |
| Trinity College | Finance Director |
| Ninti One | Project Manager – Stronger Communities of Children |
| University of Adelaide | Human Resources Manager, Faculty of Health Sciences |
| ElectraNet SA | People & Culture Advisor |
| ElectraNet SA | High Impact People & Culture Leader |
| ElectraNet SA | Senior Manager, People & Culture |
| Finalysons | Manager, People & Development |
| Kooyonga Golf Club | Food & Beverage Manager |
| Wilderness School | Manager ICT |
| City of Mitcham | Human Resources Manager |

CONFIDENTIAL

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| St Peter's Girls' School | Fundraising Manager |
| University of Adelaide | Senior Management Accountant – Division Support |
| University of Adelaide | Senior Management Accountant |
| University of Adelaide | Divisional Management Accountants |
| University of Adelaide | Senior Financial Analyst |
| University of Adelaide | Manager, Leadership & Development |
| Walford Anglican School for Girls | Head of Senior School |
| University of Adelaide | Associate Director, Accounting Services |
| Immanuel College | Business Director |
| ElectraNet | Business Development Manager – Power Generation |
| Department of State Development | Executive Director, Science, Industry & Innovation |
| Wakefield Regional Council | Corporate Services Manager (multiple) |
| EMA Consulting | Business Development Professional |
| Police Health | Sponsorship Manager |
| Bedford Group | Management Accountant |
| Kooyonga Golf Club | Finance Manager |
| A Noble & Son Ltd | State Manager |
| A Noble & Son Ltd | State Manager WA |
| Department of Health and Ageing | State Manager SA |
| Department of Education & Child Development | Director, Organisational Culture & Capacity |
| Department of Education & Child Development | Director, Employee Relations |
| Department of Education & Child Development | Director, Leadership & Development |
| City of Playford | General Manager, City Services |
| City of Playford | General Manager, City Projects & Assets |
| Data Action | General Manager – Delivery |
| University of Adelaide | Human Resources Manager, ECMS Faculty |
| University of Adelaide | Research Development Manager |
| University of Adelaide | Finance & Planning Manager |
| University of Adelaide | Infrastructure & Technical Services Manager |
| City of Charles Sturt | General Manager, Corporate Services |
| Flinders University | Director People & Culture |
| Minda Inc | Senior Manager, Human Resources & Work Health and Safety |
| Ninti One Ltd | Manager, National Best Practice Unit |
| Bedford Group | Accounting Manager |
| Department of Treasury & Finance | General Manager – Super SA |
| Clarke Energy Australia Pty Ltd | General Manager |
| Department of Health | Director, South Australian Statewide Retrieval Services |
| Coventry Fasteners | State General Manager |
| City of Salisbury | Manager, Development Services |
| City of Salisbury | Manager, Business Systems & Solutions |
| Adelaide Symphony Orchestra | Chief Operating Officer |
| Central Australian Aboriginal Congress | General Manager Business Services |
| SCF Group | Business Development Manager – General Transport |
| SCF Group | Business Development Manager – Tanks |
| Jardine Lloyd Thompson | Executive Manager (Public Sector) |
| Resthaven Incorporated | Senior Manager, Community Services (twice) |
| ElectraNet SA | Executive Manager, Corporate Development |
| St John Ambulance SA | General Manager, Corporate & Commercial Services |
| Pedare Christian College | Business Manager |
| SA Health | Executive Director, People & Culture |
| Resthaven Inc | Manager Buildings & Capital Projects |
| SA Museum | Lead Exhibition Designer |
| Central Adelaide Local Health Network | Director People & Culture |
| Association of Independent Schools of SA Inc | Business Manager |
| Pulteney Grammar School | Business Director (2 times) |
| City of Unley | Manager, Human Resources |
| South Australian Tourism Commission | Director, Marketing & Communications |
| Bartons Chartered Accountants | Manager, Superannuation |
| ElectraNet SA | Manager Innovation & Technology Development |
| Police Health | Manager, People & Culture |
| Police Health | General Manager, Marketing & Strategic Relationships |
| Elderton Wines | Financial Controller |
| City of Salisbury | General Manager – Business Excellence |
| Department of State Development | Executive Director, Skills & Employment |
| Anglicare SA | Senior Manager, Home Care Services |
| Adelaide Symphony Orchestra | Donor Relations Manager |
| Adelaide Symphony Orchestra | Corporate Partnerships Manager |
| Thomas Foods International | Group Tax Manager |
| St John Ambulance SA | Manager ICT |
| St John Ambulance SA | Manager, Executive Services |
| Clean Seas Ltd | Chief Financial Officer |
| Seymour College | Business Director (3 times over 12 years) |
| City of Mitcham | Director Corporate & Community |
| Police Health | Business Solutions Analyst |
| Prince Alfred College | Director ICT |

CONFIDENTIAL

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| Resthaven Incorporated | Senior Manager Residential Services |
| Resthaven Incorporated | Manager Resthaven Paradise & Eastern Community Services |
| City of Playford | Procurement Business Partner |
| Rural City of Murray Bridge | Manager, Development & Regulation |
| Credit Union SA | Insurance Development Manager |
| Credit Union SA Ltd | Digital Project Manager |
| SCF Group | Sales Manager |
| Australian Rail Track Corporation | Manager Economic Regulatory Development |
| City of Tea Tree Gully | Water Resources Specialist |
| Health Partners | Brand & Sponsorship Manager |
| AnglicareSA | Senior Manager Service Integration |
| District Council of Mount Barker | Manager Field Services |
| Adelaide University Union | Commercial Manager |
| ECH Inc | Property & Development Delivery Leader |
| ElectraNet SA | Corporate Development Executive |
| Department of Education & Child Development | Executive Director, Learning Standards & Performance |
| Roxby Downs Council | Manager, Business Systems & Effectiveness |
| Eldercare | Executive Director, Operational Services |
| Department of State Development | Director, People & Culture |
| People's Choice Credit Union | Manager, Market & Treasury Risk |
| Barossa Council | Director, Development & Environmental Services |
| Pork CRC | Manager, Development & Research Impact |
| Flinders University | Dean – Flinders Living |
| Bartons | General Manager |
| SCF | Regional Sales Manager – WA |
| Rural City of Murray Bridge | Manager, Development & Regulation |
| Legacy Club of Adelaide | Business & Development Manager |
| Rentokil Initial | Manager – Customer Service |
| Southern Cross Care | HUB Managers |
| Department of Education & Child Development | Executive Director, HR & Workforce Development |
| Flinders University | Director, Governance & Risk |
| AnglicareSA | General Manager, Marketing |
| Ausco Modular | State Sales Manager |
| City of Salisbury | Manager, Community Capacity & Learning |
| RSPCA (SA) | Financial Controller |
| Spectrum Fire | Financial Controller |
| Cleanseas | General Manager, Sales & Marketing |
| Guide Dogs SA/NT | Manager, Finance & Business Performance |
| University of South Australia | Deputy Director Human Resources |
| Australian Grape & Wine Authority | General Manager, Research, Development & Extension |
| Unibooks | Marketing Manager |
| Resthaven Inc | Manager Finance |
| Metro Property Development | Acquisition / Development Manager |
| Gym & Fitness Online | HR Coordinator |
| Immanuel College | Director - HR |
| Whyalla City Council | Group Manager - City Development & Delivery |
| Phylloxera & Grape Industry Board of SA | Manager Projects & Stakeholders |
| Data Action | Executive Manager Infrastructure |
| Beerenberg | Food Technologist |
| City of Salisbury | Manager People & Culture |
| Saturno Group (Booze Brothers) | Marketing Manager |
| Environment Protection Authority | Senior Advisor, Site Contamination |
| Australian Grape & Wine Authority | General Manager, Market Development |
| St John's Grammar School | Human Resources Manager |
| Medical Insurance Group Australia | Project Manager |
| Cleanseas | Chief Financial Officer |
| Department of Planning, Transport & Infrastructure | Executive Director - Corporate Services |
| City of Playford | Procurement Manager |
| Health Partners | Decision Support Manager (2 times) |
| Credit Union SA Ltd | Digital Marketing Coordinator |
| Walford | Deputy Principal |
| SA Water | General Manager, Commercial & Business Development (2 times) |
| Credit Union SA Ltd | Product Manager |
| Adelaide Cemeteries Authority | Head of Customer & Strategy |
| Department of Education & Child Development | Director - Review, Improvement & Accountability |
| Adelaide Shores | General Manager – Corporate Services |
| SA Water | General Manager – Business Services |
| University of South Australia | Division Director – Health Sciences |
| SCF Group | Chief Product Design & Development Officer |
| City of Mitcham | Finance Manager / Controller |
| EMA Consulting | Industrial Relations Consultant |
| Ninti One Ltd | Communications Officer |
| Renewal SA | Asset Manager |
| Renewal SA | Property Consultant, Sales & Leasing |
| City of Mitcham | Manager, Finance |

CONFIDENTIAL

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| City of Mitcham | Manager, People & Culture (multiple) |
| Wilderness School | Head of Senior School |
| Barossa Village Inc. | General Manager - Residential Care Services |
| Adelaide Shores | General Manager Revenue |
| Department of Environment, Water and Natural Resources | District Manager - Ranges |
| Ninti One Ltd | Project Manager, Remote Community Research |
| Association of Independent Schools of SA | Senior Consultant |
| City of Mitcham | Director - Corporate & Community Development |
| Lion Point Wines | General Manager Sales |
| Whyalla City Council | Human Resources Manager |
| SA Water | Manager Capital Planning & Integration |
| SA Water | Senior Asset Managers |
| University of Adelaide | Executive Manager – Health Sciences |
| Two Hands Wines | Financial Controller |
| Wine Australia | Chief Financial Officer |
| Adelaide Symphony Orchestra Pty Ltd | General Manager, Marketing & Development |
| Immanuel Primary School | Business Director |
| Data Action | Executive Manager Delivery Applications |
| Cowell Clarke | Marketing & Communications Manager |
| St Peter's Woodlands Grammar School | Business Director |
| Hot Melt Packaging Systems | Financial Controller |
| University of Adelaide | Change Project Officer |
| City of West Torrens | Senior Accountant |
| Cowell Clarke Lawyers | Financial Controller |
| Guide Dogs SA | Chief Financial Officer |
| Mr Riggs Wine Company | Sales Manager |
| University of Adelaide | Faculty HR Project Manager |
| Wine Australia | Chief Financial Officer |
| St Jakobi Lutheran School | Business Director |
| University of Adelaide | Associate Director, Strategic Procurement |
| RSPCA (SA) | Fundraising & Development Manager |
| Adelaide Festival Corporation | Philanthropy Director |
| Cowell Clarke | Finance Manager |
| St Andrew's School | Business Director (2 times) |
| Renewal SA | Project Coordinator |
| Cowell Clarke | Marketing & Communications Coordinator |
| Renewal SA | Training & Employment Coordinator |
| SA Water | Senior Organisational Culture & Change Position |
| ElectraNet SA | Senior Manager Business Development |
| Lenswood Cold Stores | Financial Controller |
| Department of Planning, Transport & Infrastructure | Deputy CEO – Corporate Support |
| Adelaide Airport | Risk & Compliance Manager |
| SA Water | Senior Finance Manager |
| City of West Torrens | Work Health & Safety Officer |
| Minda Inc | Chief Financial Officer |
| Flinders Partners | Deputy Director |
| Department for Education and Child Development | Executive Director, Preschool and School Improvement |
| Department for Education and Child Development | Chief Education Officer (Deputy Chief Executive) |
| Bellberry Limited | Education Manager |
| Waltja | HR Manager |
| RSPCA (SA) | Finance Manager |
| AnglicareSA | Chief Financial Officer |
| Credit Union SA Ltd | Contact Centre Manager |
| Schild Estate | Senior Accountant |
| Two Hands Wines | Senior Accountant |
| Spectrum Fire | Finance Manager |
| University of Adelaide | Communications Officer |
| Securatrak | Manager Customer Service |
| Renewal SA | Sustainability Manager - Tonsley Project |
| City of Playford | Chief Financial Officer |
| Rural City of Murray Bridge | General Manager – Corporate & Community |
| University of Adelaide | School Manager – PHCP |
| City of Playford | Manager Business Services |
| RSPCA (SA) | Executive Manager - People, Culture & Safety |
| Embertec | Senior Accountant |
| Renewal SA | Senior Community Planner |
| City of Salisbury | General Manager, City Development |
| HAMB Systems Limited | IT Service Delivery Manager |
| Credit Union SA Ltd | Senior Manager Finance |
| Ninti One Ltd | Senior Research Officer |
| SAGE Automation | Finance Manager |
| Securatrak | Customer Service Manager |
| University of Adelaide | Director, Partnerships & Projects |
| Energy & Water Ombudsman of SA | Business Services Manager |
| WorkCover SA | General Manager – Corporate Services |

CONFIDENTIAL

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| City of Tea Tree Gully | Chief Financial Officer |
| Lenswood Cold Stores Co-op Society Ltd | Sales Manager |
| Hostworks | Financial Controller |
| Adelaide Shores | General Manager - Sales & Marketing |
| SA Water | General Manager, Customer & Community Relations |
| DPTI | Director Customer Experience |
| Rentokil Initial | Sales Consultant - Indoor Plant Hire |
| Rentokil Initial | Sales Manager (multiple) |
| AnglicareSA SA | Finance Manager |
| Super SA | Project Manager, ICT & Business Strategy |
| Ninti One Ltd | General Manager, Business Development |
| Arena Stadium Management | Venue Manager, Adelaide Arena |
| The Barossa Co-op | Senior Retail Manager |
| Southern Cross Care | Care Managers |
| Flinders University | Enterprise Architect |
| Rocland Estate Wines | Brand & Sales Manager |
| SCF Group | Chief Financial Officer |
| Health Partners | Senior Accountant |
| Bellberry Limited | Education Manager |
| SCF Group | National Depot Operations Manager |
| City of Unley | Manager Finance |
| District Council of Mt Barker | Manager - Community & Customer Services |
| District Council of Mt Barker | Manager - People & Culture |
| SCF Group | Marketing Manager |
| University of South Australia | Decision Support Analyst |
| Ninti One Ltd | Senior Research Fellow / Associate Professor, Remote Education |
| Ninti One Ltd | Research Coordinator - Remote Communities |
| Credit Union SA Ltd | Mobile Manager |
| Scouts SA | Chief Financial Officer |
| Adelaide Festival | Financial Controller |
| Ninti One Ltd | Engagement Manager |
| Renewal SA | Urban Designer (Urban & Portfolio Planning) |
| Renewal SA | Development Manager, Neighbourhood Renewal (Major Projects) |
| Rural City of Murray Bridge | Manager Engineering & Assets |
| City of Unley | Manager Governance & Risk |
| Adelaide BMW / Adelaide Ferrari | Premium Sales Professional |
| Renewal SA | Project Management Accountant (Corporate Services) |
| St Andrew's School | Director of Development |
| RSPCA (SA) | Executive Manager Fundraising, Commercial & Marketing |
| WorkCover SA | Employer Consultant(s) |
| WorkCover SA | Corporate Counsel / Board Secretary |
| University of Adelaide | Senior Manager, HR Client Services |
| Scouts Australia (SA) | General Manager, Recycling Operations |
| Adelaide Benevolent Society | Tenancy and Property Coordinator |
| Credit Union SA Ltd | Senior Manager - Credit & Member Support Services |
| Credit Union SA Ltd | General Manager - Brand & Member Experience |
| Grape & Wine Research & Development Corporation | Financial Controller |
| University of Adelaide | Chief Financial Officer |
| Renewal SA | Manager, Media Strategy & Relations (Office of the CE) |
| Renewal SA | Public Relations Officer (Office of the CE) |
| Renewal SA | Web & Publications Coordinator (Office of the CE) |
| Renewal SA | Manager, Community Development & Stakeholder Engagement Renewal SA |
| | Officer Coordinator (Office of the CE) |
| Renewal SA | Project Officer (Riverbank, Infrastructure & Project Coordination) |
| Renewal SA | Commercial Manager, Strategic Finance (Corporate Services) |
| Renewal SA | Senior Project Accountant (Corporate Services) |
| Renewal SA | Director, Urban Planning (Urban & Portfolio Planning) |
| Renewal SA | Commercial Development Manager (Tonsley Park Redevelopment) |
| Renewal SA | Property Consultants, Sales & Acquisitions (Asset Management) |
| Renewal SA | Manager, Government Assets (Asset Management) |
| Renewal SA | Planning Manager (Port Adelaide Renewal Project) |
| Renewal SA | Project Manager, Delivery (Port Adelaide Renewal Project) |
| Renewal SA | Engagement & Activation Manager (Port Adelaide Renewal Project) |
| Renewal SA | Development Manager, Bowden (Major Projects) |
| Renewal SA | Customer Service Assistant (Asset Management) |
| Renewal SA | Executive Assistant (Urban & Portfolio Planning) |
| Renewal SA | Executive Assistant/Team Support |
| | (Riverbank, Infrastructure & Project Coordination) |
| Renewal SA | Executive Assistant/Team Support (Asset Management) |
| Renewal SA | Director, Information Management (Corporate Services) |
| Renewal SA | Marketing Coordinator, Projects (Office of the CE) |
| Renewal SA | Digital Marketing Coordinator, Projects (Office of the CE) |
| Renewal SA | Marketing Manager, Playford (Major Projects) |
| Renewal SA | Manager, Strategic Marketing, Projects (Office of the CE) |
| ECH Inc | Manager Wellness Programs |

CONFIDENTIAL

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| ECH Inc | Regional Manager(s) In Home Services |
| The Makris Group | Financial Controller |
| Credit Union SA Ltd | HR Consultant |
| Minda Incorporated | Manager, Commercial Enterprises |
| Lenswood Cold Stores Co-op Society Ltd | Agronomist/Rural Store Manager |
| Energy & Water Ombudsman SA | Customer Contact Manager |
| City of Salisbury | Manager, Urban Planning & Policy |
| Adelaide City Council | Senior Accountant, Corporate Reporting |
| Adelaide City Council | Senior Accountant, Fixed Assets |
| PW Beck | Financial Controller |
| District Council of Mt Barker | General Manager – Corporate Services |
| University of Adelaide | Senior Organisational Development Advisor |
| University of Adelaide | Manager HR Consulting |
| National Pharmacies | General Manager - Retail Operations |
| Ausco Modular | Business Development Representative - Education |
| Whyalla City Council | Senior Officer - Infrastructure & Assets |
| Adelaide City Council | Systems Accountant |
| WorkCover | Manager, Employers |
| WorkCover SA | Case Manager, Serious Injury Claims |
| WorkCover SA | Senior Investigator |
| WorkCover SA | General Manager, Strategy |
| WorkCover SA | General Manager, Scheme Regulation |
| Renewal SA | Manager Project Delivery |
| Renewal SA | Manager Urban Design & Planning |
| City of Unley | Manager, Public Realm & Integrated Movement |
| Adelaide City Council | Senior Corporate Reporting Analyst |
| Ninti One Ltd | Senior Research Officer |
| Scouts Australia (SA) | Accounts and Payroll Administrator |
| WorkCover SA | Investigations Manager |
| Devine Limited | State Housing Manager |
| Whyalla City Council | Manager Assets & Engineering |
| District Council of Mt Barker | Senior Project Manager Development |
| Lenswood Cold Stores Co-op Society Ltd | Sales & Logistics Manager |
| City of Unley | Executive Assistant to CEO |
| Ninti One | Research Officer, Energy Futures & Transport |
| Association of Independent Schools of SA | Manager, Operations & Projects |
| La Trobe Health Services | Chief Financial Officer |
| St Peter's College | Director – Finance and Business Services |
| Department of Transport, Energy & Infrastructure | Director - Business Enterprises |
| Adelaide City Council | Senior Corporate Reporting Analyst |
| Australian Satellite Communications | IT Network Specialist |
| Whyalla City Council | Group Manager - Engineering, Infrastructure and Major Projects |
| Adsteel Brokers Pty Ltd | Branch Manager |
| Ninti One Ltd | General Manager Research, Quality & Innovation |
| Flinders University | Senior Finance Role – Asset Division |
| Urban Renewal Authority | General Manager, Urban Planning |
| Scouts Australia (SA) | Membership/HR Manager |
| Hospira Adelaide Pty Ltd | HR Business Partner |
| Adelaide Shores Development Project | Sales Manager |
| EMA Consulting | Consultant - Workers Comp/IR |
| GWRDC | Communications Coordinator |
| SCF Group | Chief Operating Officer |
| City of Playford | Senior Corporate Accountant |
| WorkCover SA | OHS&W Evaluator |
| AnglicareSA | General Manager, Seniors Living |
| ElectraNet SA | Principal HR Consultant, Organisational Learning & Development |
| WorkCover SA | Program Officer - Heath Education |
| Adelaide Shores Development Project | General Manager, Sales & Marketing |
| Flinders University | Manager - Finance, Risk & Performance |
| Flinders University | Associate Director - Infrastructure Strategy & Planning |
| University of Adelaide | Manager Employee Services |
| Association of Independent Schools of SA | Deputy Executive Director |
| District Council of Mt Barker | Project Manager - Letterbox |
| Office for Recreation and Sport | Director, Projects and Planning |
| Ninti One Ltd | Senior Research Officer, Education |
| St Peter's Woodlands Grammar School | Head of the Arts |
| St Peter's Woodlands Grammar School | Human Resources Manager |
| SA Lotteries | Chief Financial Officer |
| Austraining International | Corporate Services Manager |
| Saab Systems | Chief Financial Officer |
| Ninti One Ltd | Senior Research Officer |
| Department of Planning, Transport & Infrastructure | Deputy Chief Executive, Public Transport Services |
| AnglicareSA | Financial Controller |
| WorkCover SA | Senior Contract Management Role |
| City of Mitcham | Manager, Project Delivery |

CONFIDENTIAL

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|---|---|
| City of Mitcham | Manager, Planning & Building Services |
| Flinders University | Director, Information Services Division |
| Ninti One Ltd | Senior Finance Officer |
| Department of Environment and Natural Resources | Manager, Community Engagement |
| Communikate | Communications/Marketing Professional |
| Amcor Cartons | Logistics Coordinator |
| Ausco Modular | Key Account Manager - Major Projects |
| Embertec | Financial Accountant |
| St Peter's Girls' School | Business Director |
| Grape & Wine Research & Development Corporation | General Manager – Business Strategy |
| Scouts Australia (SA) | Chief Commissioner |
| Barossa Village Inc. | Manager, Hospitality Services |
| Cancer Council of SA | Manager Motel Operations |
| WorkCover SA | Director Corporate Communications |
| Ausco Modular | Project Administrator |
| Ausco Modular | Bid Manager |
| Aurecon | Mining Leader |
| WorkCoverSA | Manager, Contractual Performance |
| WorkCoverSA | Strategic Initiatives Manager |
| City of Mitcham | General Manager |
| Unibooks | Financial Controller |
| Rural City of Murray Bridge | Corporate Services Manager |
| Adsteel | Commercial Manager |
| City of Playford | General Manager - Enterprises |
| City of Playford | General Manager - Assets |
| SA Water | Strategic Asset Manager |
| PW Beck | HR Manager |
| EMA Consulting | Industrial Relations Consultant |
| Health Partners | Risk & Compliance Administrator |
| Rural City of Murray Bridge | Senior Library Technical Officer |
| WorkCoverSA | Senior HR Business Partners |
| Land Management Corporation | Manager Project Delivery (Playford Alive) |
| University of Adelaide | Manager HUB Central |
| Office for Recreation and Sport | Director Industry Development & Participation |
| District Council of Mount Barker | Manager, Planning & Regulatory Services |
| Adelaide Shores Development Project | Senior Accountant |
| HAMBS Systems Limited | Planning & Programs Manager |
| HAMBS Systems Limited | Chief Executive Officer |
| Saturno Group | Chief Financial Officer |
| Annesley College | Business Director |
| Barossa Village Inc | Commercial Manager |
| Department of Environment and Natural Resources | Manager Planning, Evaluation and Strategy - Eyre Peninsula |
| Department of Environment and Natural Resources | Manager Planning & Evaluation South East |
| Department of Environment and Natural Resources | Manager Public Lands & Sustainable Landscapes South East |
| Department of Environment and Natural Resources | Manager Community Engagement, Planning & Evaluation SA Arid Lands |
| Department of Environment and Natural Resources | Manager Sustainable Landscapes SA Arid Lands |
| Land Management Corporation | Marketing Coordinator |
| Department of Environment and Natural Resources | Manager Business Support Eyre Peninsula |
| Department of Environment and Natural Resources | Manager Business Support Northern & Yorke |
| Amcor Glass Australasia | Project Manager |
| Adelaide Symphony Orchestra Pty Ltd | Marketer |
| Department of Environment and Natural Resources | Manager Protected Areas & Public Lands AW Region |
| Department of Environment and Natural Resources | Manager Community Engagement AW Region |
| Department of Environment and Natural Resources | Manager Business Support SAMDB |
| PIRSA | Olympic Dam Regulation Program Leader |
| PIRSA | Mining Regulation Program Leader |
| PIRSA | Principal Regulator - Extractive & Industrials |
| Royal District Nursing Service | Chief Financial Officer |
| Norman Waterhouese Lawyers | Financial Controller |
| Skycity Adelaide | Director of Finance |
| Adelaide Hills Council | Director Engineering |
| Land Management Corporation | Communications Advisor |
| Land Management Corporation | Contract & Procurement Advisor |
| St Peter's Woodlands | Coordinator, The Pines Early Learning & Care Centre |
| Legacy Club of Adelaide Inc | Welfare & Field Officer |
| Amcor Glass Australasia | Maintenance Coordinator |
| Royal Adelaide Golf Club | Course Superintendent |
| Walford Anglican School for Girls | Property Services Manager |
| University of Adelaide | School Manager |
| Blaxland Vineyards Limited | Winemaker |
| WorkCoverSA | Director, Financial Services |
| WorkCoverSA | Director, Agent Operations |
| Intec Consulting Group | Corporate Services Manager |
| University of Adelaide | Manager – Office of VP Services |

CONFIDENTIAL

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|---|---|
| City of Onkaparinga | Chief Financial Officer |
| ResourceCo Pty Ltd | HR Coordinator |
| City of Charles Sturt | General Manager, Asset Management Services |
| Seymour College Inc | Network Manager |
| EMA Consulting | Industrial Relations Consultant |
| SCF Group | Regional Sales Manager |
| Health Partners | General Manager, Optical & Provider Relations |
| Adsteel Brokers Pty Ltd | Branch Manager - Murray Bridge |
| City of Salisbury | Manager Economic Development |
| District Council of Mount Barker | Manager Water |
| University of South Australia | Senior Business Development Manager |
| Peter W Beck | National Sales Manager |
| Amcor Cartons | Production Planner |
| The Australian Centre for Social Innovation | Office Manager |
| Land Management Corporation | Marketing / Sales Coordinator |
| Land Management Corporation | Project Manager (Playford Alive) |
| WorkCoverSA | Senior OD Consultant |
| Barossa Community Store | Financial Controller |
| Coorong District Council | Corporate Services Manager |
| McGuigan Simeon Wines | Export Financial Controller |
| Adelaide City Council | Project Manager - Development |
| Adelaide City Council | Program Manager - Accessible City |
| Unibooks | Systems & Network Manager |
| Amcor Glass Australasia | Reliability Systems Engineer |
| Land Management Corporation | Procurement and Tendering Manager |
| The Adelaide Club | Evening Supervisor / Maitre d' |
| Southern Cross Care | Company Secretary |
| SA Water | Head of People & Change |
| District Council of Mount Barker | Manager, Urban & Strategic Planning |
| National Centre for Groundwater Research and Training | Strategic Development Manager |
| Amcor Cartons | Key Account Manager |
| Legacy Club of Adelaide Inc | Welfare Services Manager |
| Amcor Fibre Packaging | Human Resource Advisor |
| Ninti One Limited | Principal Research Leader - Remote Education |
| University of Adelaide | Workplace Relations Consultant |
| Real Estate Institute of SA | Commercial Manager |
| Kelly & Co Lawyers | Financial Controller |
| St Aloysius College | Business Director |
| Southern Cross Care | Executive Manager, Community Services |
| University of Adelaide | Divisional Change Manager |
| ECH Inc | Senior Human Resources Advisor |
| ECH Inc | Senior Management Accountant |
| APA Group | Senior Analyst |
| University of Adelaide | Manager, Workforce Recruitment & Retention |
| University of South Australia | Workplace Relations Consultant |
| Ninti One Limited | Senior Research Officer |
| Cobham Aviation Services | Manager, Decision Support |
| Amcor Glass Australasia | Project Manager |
| HPS Pharmacies | HR Manager |
| The Australian Centre for Social Innovation | Deputy CEO |
| South Australian Cricket Association | Catering Manager |
| South Australian Cricket Association | State Coach (2 times) |
| Adelaide Symphony Orchestra Pty Ltd | Publicist |
| Penrice Soda Holdings Limited | Procurement Manager |
| Penrice Soda Holdings Limited | Financial Controller |
| Southern Cross Care | Executive Director, Retirement Living |
| R & M Energy Systems | Financial Controller |
| Land Management Corporation | Chief Financial Officer |
| Ninti One Ltd | Political Scientist/Research Officer - Public Policy |
| Ninti One Ltd | Principal Research Leader - Aboriginal and Torres Strait Islander Tourism Product |
| Ninti One Ltd | Principal Research Leader - Aboriginal and Torres Strait Islander Art Economies |
| Ninti One Ltd | Principal Research Leader, Carbon Economies in Remote Australia |
| Ninti One Ltd | Principal Research Leader Mobility and Labour Markets |
| Ninti One Ltd | General Manager, Research, Evaluation & Impact |
| EMA Consulting | Industrial Relations Consultant |
| WorkCover Corporation | Manager, Investigations & Recoveries |
| Department of the Premier & Cabinet | Director, Projects and Planning |
| Department of the Premier & Cabinet | Director, Aboriginal Policy & Coordination |
| University of South Australia | Senior Workplace Relations Consultant |
| Amcor Glass Australasia | Manufacturing Manager |
| Wallmans Lawyers | Financial Controller |
| District Council of Mount Barker | GM Council Services |
| Penrice Soda Holdings Limited | Mine Manager |

CONFIDENTIAL

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|---|---|
| WorkCoverSA | Manager, Stakeholder Engagement |
| Aurecon Group | Principal Advisor |
| University of Adelaide | Manager, Human Resources Consulting |
| Ninti One Ltd / Centre for Remote Health | Research Project Manager |
| WorkCover Corporation | Manager, Compliance |
| Centre for Appropriate Technology | Corporate Communications Manager |
| Adelaide Benevolent Society | Chief Executive Officer |
| Barossa Village Inc. | General Manager, Residential Services |
| Ninti One Ltd | Communications Manager |
| Repromed | Financial Controller |
| Hender Consulting | Group Accountant |
| Coca Cola | SA Commercial Manager |
| ResourceCo Pty Ltd | Marketing Manager |
| Austraining International Pty Ltd | Regional Operations Manager |
| Amcor Glass Australasia | Human Resources Manager |
| St Peter's College | Manager, Business Services & Finance |
| Austral Bricks | Maintenance Manager |
| Ninti One Ltd | Stakeholder Manager |
| HAMB Systems Limited | IT Services Manager |
| Cutler Brands | Sales Representative |
| Amcor Glass Australasia | Management Accountant |
| Ausco Modular | Business Development Representative |
| Amcor Cartons | Logistics Coordinator |
| Adelaide Motors | Financial Controller |
| Pedare College | Business Director |
| ResourceCo Pty Ltd | Group Accountant |
| Port Adelaide Football Club | Chief Financial Officer |
| National Centre for Groundwater Research and Training | Industry Training Manager |
| Maggie Beer Products | Accountant |
| Amcor Cartons | Manufacturing Manager |
| Penrice Soda Holdings Limited | Key Account Manager |
| Alinta Energy | HR Generalist |
| Greenbird Technology | Senior Accountant |
| Hender Consulting | Senior Consultant |
| WorkCover Corporation | Senior Writer |
| WorkCover Corporation | Manager, Communications & Media |
| Adsteel Brokers Pty Ltd | Account Manager |
| Ausco Modular | Engineering & Design Manager |
| Austraining International Pty Ltd | ICT Manager |
| Austraining International Pty Ltd | Communications & Marketing Engagement Manager |
| Ninti One Ltd | Executive Officer |
| Department of the Premier & Cabinet | Government Architect - SA Integrated Design Commission |
| Motor Accident Commission | Corporate Communications Manager |
| R&M Energy Systems | Regional Manager |
| ECH Inc | Recruitment Manager |
| Amcor Glass Australasia | Quality Manager |
| Adelaide City Council | Program Manager, Accessible City |
| Amcor Glass Australasia | Production Scheduler/Procurement Officer |
| University of South Australia | Manager - Business Intelligence |
| University of South Australia | Deputy Director, Capital Development |
| St Peters College | Head of Senior School |
| TACSI | Office Services Manager |
| WorkCover Corporation | Senior OD/HR Professional |
| District Council of Mt Barker | Senior Project Manager |
| HAMB Systems | Financial Controller |
| Glenn Industries Pty Ltd | Commercial Manager |
| Ninti One Ltd | Senior Research Officer |
| Austral Bricks | Plant Manager |
| City of Holfast Bay | Manager, Assets and Environment |
| Adelaide Shores Development Project | Commercial Business Manager |
| Amcor Glass Australasia | Production Planning/Customer Service Officer |
| EMA Legal | Senior Lawyer |
| Rural City of Murray Bridge | Manager - Development Planning and Assessment |
| Rural City of Murray Bridge | Team Leader, Engineering |
| University Books (Unibooks) | Retail Operations Manager |
| University Books (Unibooks) | Systems & Network Manager |
| HAMB Systems Limited | General Manager Operations |
| Adelaide BMW | Marketing Coordinator |
| Ninti One Ltd | General Manager Operations |
| Amcor Glass Australasia | Industrial Chemist |
| Ausco Modular | South Australia Manager |
| Adelaide Shores Development Project | Reservation Manager |
| Australian Satellite Communications | IT Technical Specialist |
| Rural City of Murray Bridge | Executive Manager Sustainable Development |
| ECH Inc | Care Manager |

CONFIDENTIAL

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|---|---|
| ASC Pty Ltd | General Manager - Submarine Business Unit |
| South Australian Cricket Association | General Manager - Sales & Commercial |
| South Australian Cricket Association | Manager - Venue and Operations |
| ECH Inc | Director of Care |
| Amcor Glass Australasia | Senior Account Manager |
| Envestra Limited | Senior Business Analyst |
| Adelaide Symphony Orchestra Pty Ltd | Fundraising & Patron Services Coordinator |
| Grape & Wine Research & Development Corporation | General Manager Business & Strategy |
| Desert Knowledge CRC | National Project Director - Manager of Feral Camels Project |
| Peter W Beck | Human Resources Manager |
| Department of Education & Children's Services | Executive Director Policy |
| Land Management Corporation | Manager Environmental Services |
| SA Lotteries | Human Resources Manager |
| Amcor Glass Australasia | National Sales Manager |
| Amcor Cartons | Key Account Manager |
| Penrice Soda Holdings Limited | General Manager - Quarry and Mineral |
| Unibooks | Finance Team Leader |
| Amcor Cartons | Shift Manager |
| Amcor Cartons | Site Accountant |
| Tidswell Wines | Vineyard Manager |
| Babcock & Brown Power | Senior HR Advisor |
| Amcor Glass Australasia | Production Planning/Customer Service Officer |
| Amcor Glass Australasia | National Supply Chain Manager |
| ASC AWD Shipbuilding Pty Ltd | Shipbuilding Director |
| Adelaide City Council | Team Leader - Risk and Audit |
| Adelaide City Council | Corporate Manager Strategic Procurement & Contracts |
| Rural City of Murray Bridge | Finance Manager |
| City of Norwood, Payneham & St Peters | Manager Finance |
| Peregrine Corporation | Sales & Marketing Manager |
| Penrice Soda Holdings Limited | Logistics & Customer Service Manager |
| Scouts SA | Volunteer Support Manager |
| District Council of Mount Barker | Governance Position |
| Energy Industry Ombudsman SA | Investigations Officer |
| Barossa Community Store | HR Manager |
| Australian Satellite Communications | Sales Manager |
| Straumann Australia Pty Ltd | Sales Representative (SA) |
| ASC Pty Ltd | Project Scheduling Manager |
| TACSI | Deputy CEO |
| TACSI | Manager - Centre Operations |
| Department of Further Education, Employment, Science and Technology | Director, Quality & Tertiary Education Policy |
| Department of Further Education, Employment, Science and Technology | Director, Science and Information Economy |
| Land Management Corporation | Marketing Manager |
| SkyCity Adelaide | Internal Audit Manager Australia |
| Land Management Corporation | Sustainability Project Manager |
| Mortgage Choice | Franchise Development Manager |
| Australian Vintage | Production Accountant |
| EMA Consulting | IR Consultant |
| Adelaide City Council | Executive Manager Strategic Communications & Marketing |
| R&M Energy Systems | Senior Technical Sales Representative |
| Austraining International Pty Ltd | Marketing & Partnerships Manager |
| Advertiser Newspapers | Specialist Procurement Specialist |
| Department of Trade and Economic Development | Director, Office of Small Business & Regional Development |
| AV Jennings Holdings Limited | Project Administrator |
| AV Jennings Holdings Limited | Landscape Manager |
| AV Jennings Holdings Limited | Development Manager |
| AV Jennings Holdings Limited | Marketing & Sales Manager |
| University of South Australia | Business Intelligence Manager |
| St Aloysius College (SA Language Centre) | Director of Studies/Academic Manager |
| Australian Vintage | Administration Coordinator |
| Adelaide Shores Development Project | Manager ICT |
| Adelaide Shores Development Project | Manager Commercial Business |
| Royal District Nursing Service | Manager Corporate Services Risk & Safety |
| Corporation of the Town of Walkerville | Technical Contracts Officer |
| Babcock & Brown Power | Human Resources Manager |
| Department of the Premier & Cabinet | Deputy Chief Executive - Arts |
| Barossa Community Store | Financial Controller |
| Department of the Premier & Cabinet | Senior Negotiator |
| District Council of Mount Barker | Environmental Engineer/Project Officer |
| Royal District Nursing Service | Development & Fundraising Manager |
| District Council of Mount Barker | Project Manager |
| Office for Recreation and Sport | Senior Accountant |
| Land Management Corporation | Communications Advisor |
| Land Management Corporation | PA/Project Assistant |
| University of Adelaide | Workplace Relations Manager |
| Department of the Premier & Cabinet | Registrar of Medical Panels |

CONFIDENTIAL

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| Department of the Premier & Cabinet | WorkCover Ombudsman |
| Corporation of the Town of Walkerville | Building Assessment and Asset Management Officer |
| Australian Festival for Young People Inc | Artistic Director |
| Land Management Corporation | Communications Manager |
| Australian Vintage | Senior Cost Accountant |
| Department of the Premier & Cabinet | Director, People Development and Organisational Culture |
| Australian Vintage | Senior Accountant |
| ECH Inc | Business Improvement Analyst |
| Australian Vintage | Supply Chain Manager |
| Unibooks | Retail Operations Manager |
| Peter W Beck | Human Resources Manager |
| ECH Inc | Care Manager |
| ECH Inc | Director of Care |
| Corporation of the Town of Walkerville | Development Officer Building |
| BAE Systems Australia | HR Manager |
| Unibooks | Retail Supervisor |
| Land Management Corporation | Manager, Communications |
| SACE Board of South Australia | Manager Communications |
| City of Playford | Manager, Planning & Building |
| Office for Recreation and Sport | Communications Manager |
| Bremerton Wines | Key Account Manager |
| University of South Australia | Major Project Manager |
| Land Management Corporation | Marketing and Communications Manager - Playford North |
| Department of Water, Land and Biodiversity | Director People |
| Peter W Beck | Financial Controller |
| Adelaide Motors | New Car Sales Manager |
| ECH Inc | Projects Manager - Capital Works |
| Special Olympics SA | Sports Manager |
| Sarah Construction Pty Ltd | Senior Cost Planner |
| Land Management Corporation | Director, Communications, Community & Stakeholder Engagement |
| City of Whyalla | Technical Projects Manager |
| TIO | Head of Marketing & Customer Value Propositions |
| St Peters Woodlands Grammar School | Development, Marketing & Admissions Officer |
| Adelaide City Council | Executive Manager Strategic Communications & Marketing |
| Land Management Corporation | Procurement & Contract Officer |
| Southern Cross Care | Marketing & Branding Manager |
| Sage Automation | Senior Accountant |
| University of South Australia | Team Leader Management Accounting |
| District Council of Mt Barker | Engineering Roles |
| Town of Gawler | Director - Assets |
| Australian Vintage | Export Sales Operations Officer |
| SAALC | Director of Studies |
| Land Management Corporation | Project Manager - Community Relations |
| Land Management Corporation | Environmental Consultant |
| Adelaide Symphony Orchestra Pty Ltd | Fundraising and Development Role |
| City of Salisbury | Manager Economic Development |
| Sarah Group Holdings | Senior Accounting Officer |
| City of Playford | Civil Engineer - Land Development |
| Australian Satellite Communications | Solutions Consultant |
| Royal District Nursing Service | Group Manager - Commercial Enterprises |
| University of South Australia | Senior Accountant |
| Office of Recreation & Sport | Senior Projects Manager |
| Sarah Group Holdings | Commercial Manager AHD |
| City of Playford | Group Manager - Parks & Open Space |
| City of Playford | General Manager - Parks |
| Annesley College | Director of Development |
| Intec Consulting Group | Coporate Services Manager |
| ECH Inc | Human Resource Advisor |
| ECH Inc | Projects Manager - Capital Works |
| Medical Insurance Group Australia | Human Resource Manager |
| Barossa Community Store | Fashion Buying Manager |
| Barossa Community Store | Human Resource Manager |
| University of Adelaide | Manager of the Office of Corporate Resources |
| ECH Inc | Manager Quality Systems |
| Motor Accident Commission | Project Manager |
| Regis / RCA | Clinical Care Coordinator |
| Land Management Corporation | Manager - Business Services |
| Seymour College | Community Liaison Officer |
| Rural District Council of Murray Bridge | OHS&W Manager |
| City of Onkaparinga | Strategic Policy Planner |
| District Council of Mt Barker | General Manager Assets |
| Bremerton Vintners | General Manager / CEO |
| ECH Inc | Major Project Manager |
| Regis / RCA | Facilities Manager |
| Sarah Group Holdings | General Manager |

CONFIDENTIAL

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|---|---|
| City of Playford | Manager, Economic & Land Use Strategy |
| Ernst & Young | Facilities Manager |
| Land Management Corporation | Project Manager |
| Department of the Premier & Cabinet | Manager Strategic HR Projects |
| Seymour College | Network Manager |
| Jurlique International | Planner/Scheduler |
| Australian Vintage | Group Credit Manager |
| ECH Inc | Manager - Accommodation Services |
| ECH Inc | Facilities Manager(s) |
| The Coorong Council | Manager - Technical Services |
| Peter W Beck | Senior Accountant |
| Australian Satellite Communications | CISCO/VSAT Specialist |
| Australian Satellite Communications | Projects Manager |
| SkyCity Adelaide | Revenue Analyst |
| SkyCity Adelaide | Finance Analyst |
| Carfleet (EPAC) | Operations Manager |
| Special Olympics SA | State Manager - SA |
| Baker Young Stockbrokers Ltd | Equity Advisor(s) |
| Pendleton Estate | General Manager |
| Land Management Corporation | Manager, Employment Development Initiatives |
| City of Onkaparinga | Strategic Transport Role |
| Department of the Premier & Cabinet | Workplace, Safety & Wellbeing Manager |
| Land Management Corporation | Environmental Project Manager |
| Australian Broadcasting Corporation | Senior Accountant |
| Department of the Premier & Cabinet | General Managers |
| Land Management Corporation | Construction Manager |
| Adelaide Symphony Orchestra Pty Ltd | Marketing and Event Coordinator |
| Land Management Corporation | Manager - Precinct Redevelopment |
| The Coorong Council | Governance, Communications & Planning Officer |
| University of South Australia | Workplace Relations Specialist |
| University of South Australia | Manager - Business Intelligence |
| Land Management Corporation | Community Relations Officer |
| Royal District Nursing Service | Quality Coordinator |
| Royal District Nursing Service | Safety & Rehabilitation Coordinator |
| Royal District Nursing Service | Risk Manager |
| Next Byte | Stores Project Officer |
| Next Byte | Stock Officer |
| Next Byte | Stock Analyst |
| Next Byte | Apple Accounts Officer |
| Flinders Partners | Project Manager |
| Special Olympics SA | State Manager - SA |
| Land Management Corporation | Compliance Officer |
| Intec Consulting Group | Senior IT Consultant |
| Workskil Incorporated | Finance Manager |
| Australian Satellite Services | Projects Manager |
| Penrice Soda Holdings Limited | Financial Controller |
| City of Onkaparinga | Tourist Park Manager |
| Westminster School | Director of Information Services |
| South Australian Wine Industry Association | Business & Workplace Advisor |
| SAAB Systems | Director - Human Resources |
| Land Management Corporation | Project Manager - PAWR |
| Special Olympics SA | Event Manager |
| St Andrew's School | Admissions & Community Relations Coordinator |
| St Peter's College | Human Resources Manager |
| Workskil Incorporated | Senior Accountant |
| University of South Australia | Group Accounting Manager |
| Sky City Adelaide Casino | Human Resources Advisor |
| Wilderness School | Head of Junior School |
| Cavill Power Products Pty Ltd | Compliance/Risk Accountant |
| Jurlique International | Production Coordinator |
| McGuigan Simeon Wines | Corporate Accountant |
| Castle Plaza Shopping Centre | Retail Duty Manager |
| City of Onkaparinga | General Manager - City Services |
| City of Onkaparinga | General Manager - City Projects |
| City of Onkaparinga | Team Leader - Supply |
| Jurlique International | Planner/Scheduler |
| Department of the Premier & Cabinet | Project OD Consultant |
| Department of the Premier & Cabinet | Senior OD Consultant |
| City of Charles Sturt | Manager - Engineering & Construction |
| Land Management Corporation | Communications & Marketing Mgr |
| GWRDC | R&D Program Manager |
| Department of the Premier & Cabinet | Principal OD Consultant |
| Jurlique International | Payroll/HR Officer |
| Barossa Community Store | Financial Controller |
| Land Management Corporation | Manager, Environmental Services |

CONFIDENTIAL

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| Adelaide University Union | Marketing & Membership Manager |
| Adelaide Symphony Orchestra Pty Ltd | Marketing & Development Manager |
| Adelaide Symphony Orchestra Pty Ltd | Human Resources Manager |
| Medical Insurance Group Australia | Legal Manager Submarines |
| Ernst & Young | Proposal Manager |
| Cobham Flight Operations | IS Manager |
| Australian Satellite Services | Engineering Manager |
| Coorong District Council | Manager Development & Environmental Services |
| Australian Satellite Services | Senior Technical Sales |
| Johnson Winter & Slattery | General Manager |
| Mortgage Choice | Field Marketing Manager/Franchise Recruitment Manager |
| McGuigan Simeon Wines | Export Financial Controller |
| Cobham Flight Operations | Taxation Manager |
| The Makris Group of Companies | GM Development |
| Cobham Flight Operations | Financial Controller |
| Department of Employment & Workplace Relations | Contract Relationship Manager |
| South Australian Cricket Association | State Coach |
| South Australian Cricket Association | Manager - Corporate Communications |
| Prince Alfred College | Finance Manager |
| The Makris Group of Companies | Assistant Property Manager |
| Adelaide Festival Corporation | Marketing Professional |
| The Real Estate Institute of South Australia | Training and Development Manager |
| Castle Plaza Shopping Centre | Retail Duty Manager |
| Edwards Marshall | Office Manager |
| Australian Satellite Services | VSAT Technical Specialist |
| Australian Satellite Services | IT & Satellite Systems Technician |
| Cobham Flight Operations | Senior Business Analyst |
| Energy Industry Ombudsman SA | Investigations Officer(s) |
| Cavpower | Financial Accountant |
| Land Management Corporation | Senior Legal Counsel |
| ElectraNet SA | Senior Asset Manager |
| ElectraNet SA | Senior Finance Manager |
| City of Marion | Unit Mgr - Open Space Services |
| WorkCover Corporation | Senior Accountant |
| City of Playford | Manager - Community Engagement |
| St Peter's College | Payroll Manager |
| Edwards Marshall | HR Manager |
| GWRDC | Reception/Admin Assistant |
| SA Adelaide Language Centre (St Aloysius College) | Office Manager |
| Adelaide Symphony Orchestra Pty Ltd | Music Librarian |
| McGuigan Simeon Wines | Senior Accountant |
| Cobham Flight Operations | Senior Business Analyst |
| Baker Young Stockbrokers Ltd | Senior Accountant |
| Land Management Corporation | Project Manager - Playford North |
| Woodcroft College | Head of Middle School |
| Adelaide Symphony Orchestra Pty Ltd | Executive Assistant |
| TransAdelaide | Senior Business Analyst |
| Baker Young Stockbrokers Ltd | Client Services Manager |
| Land Management Corporation | Asset Manager |
| Medical Insurance Group Australia | HR Manager |
| Land Management Corporation | Project Coordinator |
| Jurlique International | Payroll Officer |
| Jurlique International | Payroll Manager |
| Australian Satellite Services | IT Generalist |
| Campion Education (McGills) | Corporate Services Manager |
| McGuigan Simeon Wines | Key Account Manager |
| City of Playford | Playford North Place Manager |
| SACA | Marketing Coordinator |
| Cobham Flight Operations | Senior Accountant |
| The Makris Group of Companies | Retail Property Manager |
| St Peter's College | Admissions Manager |
| Land Management Corporation | Events Manager |
| McGuigan Simeon Wines | Key Account Manager |
| City of Marion | Civil Services Manager |
| AGL | Business Partner, People & Culture |
| Jurlique International | Farm Operations Manager |
| Baker Young Stockbrokers Ltd | Manager, Risk & Compliance |
| Urban Pacific | Director - Major Projects |
| R&M Energy Systems | Finance and Administration Manager |
| Walkerville Council | Manager Planning and Development |
| City of Playford | Assets and Systems Officer |
| AGL Wholesale Gas | Commercial Analyst |
| HAMB Systems | Client Services Manager |
| City of Marion | Manager, Field Services |
| Jurlique International | Project Manager - International Markets |

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|---|---|
| City of Playford | Playford North Manager |
| GWRDC | Compliance/Business Manager |
| Land Management Corporation | Project Director - Playford North |
| Land Management Corporation | Communications Manager |
| Land Management Corporation | Asset Manager |
| National Jet Systems | Senior Financial Analyst |
| AGL | Senior HR Advisor |
| Land Management Corporation | Senior Project Manager |
| AGL | SA Transfers Manager |
| Barossa Community Store | Network Manager |
| GWRDC | Project Manager |
| Woodcroft College | Marketing Coordinator |
| Wallmans Solicitors | Finance Manager |
| Wallmans Solicitors | Business Development Manager |
| Grape & Wine Research & Development Corporation | Programs Manager |
| City of Playford | Engineer Capital Works |
| District Council of Mount Barker | Engineering Manager |
| District Council of Mount Barker | Field Services Coordinator |
| City of Playford | Team Manager Information Services |
| Land Management Corporation | Manager - Project Delivery |
| Australian Satellite Services | Service Manager |
| Woodcroft College | Deputy Head |
| City of Playford | Manager - Finance |
| City of Playford | Civil Engineer |
| Envestra Limited | Business/Regulatory Analyst |
| Baker Young Stockbrokers Ltd | Business Development Manager |
| City of Playford | Manager - People Relations |
| Hyster South | Operations Manager |
| Brock Real Estate | Office Services Manager |
| City of Playford | GM - Parks and Open Space |
| Ernst & Young | Marketing Manager |
| Land Management Corporation | Environmental Project Manager |
| EIOSA | Investigations Officer |
| HAMB Systems | Technical Services Manager |
| National Jet Systems | Manager - Financial Accounting |
| Seymour College Inc | Accounts Receivable/Payroll Manager |
| The Makris Group of Companies | Leasing Manager |
| Grape & Wine Research & Development Corporation | Project Officer |
| Envestra Limited | Senior Accountant |
| Adelaide Football Club | Manager Innovation, Systems & Projects |
| The Makris Group of Companies | Property Manager |
| Land Management Corporation | Project Director-Edinburgh Parks |
| The Makris Group of Companies | Chief Property Manager |
| The Makris Group of Companies | Accounting Manager |
| The Makris Group of Companies | Accounting Systems Manager |
| SANFL | Sponsorship & Publications Manager |
| Godfrey Pembroke Financial Consultants | Senior Financial Consultant(s) |
| Home Cinema Studio | After Sales Manager |
| Land Management Corporation | Asset Manager |
| Pulteney Grammar School | Network Manager |
| The Cancer Council SA | Community Fundraising Manager |
| Adelaide Symphony Orchestra Pty Ltd | Director of Marketing & Development |
| McGuigan Simeon Wines | Financial Controller - Export |
| Seymour College Inc | Director of Information & Communication Technology |
| Barossa Community Store | Senior Accountant |
| Retravision D.A.D. Limited | General Manager Retail Operations |
| City of Marion | Manager Development Services |
| CarFleet | Company Accountant |
| Barossa Community Store | Human Resources Manager |
| Bremerton Vintners Pty Ltd | Sales Manager |
| Adelaide Motors Pty Ltd | Senior Accountant |
| Energy Industry Ombudsman SA | Investigations Officer |
| Rural City of Murray Bridge | Senior Human Resources Advisor |
| The Land Management Corporation | Manager Land Operations |
| Glenn Industries Pty Ltd | Operations Manager |
| Glenn Industries Pty Ltd | Project Manager/Senior Estimator |
| Adelaide Motors Pty Ltd | Payroll/Finance Officer |
| REISA | Legal Counsel |
| Muggletons Pty Ltd | General Manager |
| Rental Management Pty Ltd | Payroll Officer |
| Coca-Cola Amatil (Aust) Pty Ltd | Commercial Manager |
| Rental Management Pty Ltd | Business Analyst |
| National Pharmacies | Retail Manager |
| Prolift | Parts Supervisor |
| Land Management Corporation | GM - Land & Property Development |

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|---|---|
| REISA | Public Relations Manager |
| Coca-Cola Amatil (Aust) Pty Ltd | Marketing Services Manager |
| Adelaide Motors Pty Ltd | Finance and Administration Manager |
| Barossa Community Store | Department Store Manager |
| Adelaide Motors | Marketing Coordinator |
| HomeStart Finance | Manager - Lending Policy |
| HomeStart Finance | Business Analyst |
| Rural City of Murray Bridge | Infrastructure Engineer |
| Adelaide Motors | After Sales Manager |
| San Remo | Finance Manager |
| Barossa Community Store | Retail Manager |

We would be pleased to provide names and contact details for referees in regard to the above assignments listed.

**BOARD RECRUITMENT**

In addition to Hender Consulting's extensive **executive** appointment track record, an ever-growing service has been to run transparent and independent search processes for the appointment of **non-executive directors** (board members) and/or board sub-committee members. Our Consultants do not sit on boards personally so can facilitate these appointments without fear, favour or conflict.

Below is a list of clients for whom we have recruited board members over the past decade.

ACH Group
Adelaide Symphony Orchestra
Animal Welfare League of SA
Australian Grape and Wine Inc
Australian Medic Alert Foundation
Barossa Grape and Wine Association
Bio Innovation SA
Can:Do Group
Capital Prudential Pty Ltd
Centennial Park Cemetery Authority
Community Justice Services SA Ltd
CRC SAAFE
Credit Union SA Ltd
Data Action Pty Ltd
disAbility Living Inc
EBL Disability Services
ECH Inc
Eldercare Inc
Fertility SA
GPEX Limited
HAMB Systems Limited
Harness Racing SA
Helping Hand Aged Care
Housing Choices Australia
Intellectual Disability Accommodation Association Inc
Kudos Services
Leaders Institute of South Australia
Life Care
Lighthouse Disability
MedicAlert
Micro X Ltd
Minda Inc
Nature Foundation
Nature Play SA
North Eastern Community Hospital
Racing SA

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Raising Literacy Australia
Resthaven Inc
Ronald McDonald House Charities South Australia
Siblings Australia Inc
Sophie's Legacy
South Australian Produce Market Ltd
South Australian Tertiary Admissions Centre
Sportsmed SA
St John Ambulance Australia SA Inc
St Mark's College
St Peter's Collegiate Girls' School
Thoroughbred Racing SA
Tonkin Consulting Pty Ltd
Uniting SA
Water Research Australia
Wine Australia
Women's and Children's Hospital Foundation

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# Chief Executive Officer

# Recruitment Proposal

**Presented to**

## Mayor Leon Stephens

**Chair of the Chief Executive Officer Selection Panel**

Port Pirie Regional Council

**Prepared by Heather Oliver**

**Managing Director, LG Talent**

**June 2025**

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RECRUITMENT EXCELLENCE IN LOCAL GOVERNMENT

Heather Oliver
*Managing Director*

0404 801 969
heather@lgtalent.com.au
PO Box 316
McLaren Vale SA 5171

LGTALENT.COM.AU

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## The Brief

**"We seek a Chief Executive Officer with the ability to lead a progressive regional council to achieve its Strategic, Corporate and Financial Plans.**

**The CEO will require demonstrated effective high-level skills in the management of human, financial and physical resources, community and economic development, organisational culture, service delivery, Work Health and Safety and internal and external relationships.**

**It is a requirement of the position that the successful applicant resides in the Port Pirie Regional Council area."**

# Introduction

Dear Mayor Stephens

Thank you for the opportunity to submit a proposal to assist with the recruitment of a new Chief Executive Officer (CEO) for Port Pirie Regional Council, in accordance with section 98 of the Local Government Act 1999.

The 2021 changes to the *Local Government Act 1999* now require Council to include a Qualified Independent Person (QIP) on its CEO Selection Panel. I have also included in this proposal the option to personally undertake this role without additional charge if required. I have however also worked successfully with external Qualified Independent Person's if this is Council's preference.

As a specialist **Local Government Executive Recruiter with more than 30 years' experience**, I have an unrivalled passion and knowledge of our sector, and the work that I do.

As detailed in this proposal, I have an **outstanding track record of success in recruiting the highest calibre Executive's for regional, rural and remote councils**.

Candidates appointed are not only well equipped with the skills and experience to perform in their important roles, but also have proven longevity in the job once they commence.

I have also recently assisted Port Pirie Regional Council with the recruitment of two Directors, and as such have built up a good rapport with the Executive Team, and a solid knowledge of the region.

With a wide network of interstate independent affiliate firms, I focus on attracting a strong pool of **local and national candidates**, adopting proactive multi-pronged recruitment and direct search strategies, and delivering a creative advertising and attraction campaign to ensure success.

I trust this proposal provides adequate detail about my thorough, national recruitment approach, my experience, and track record of success working across the sector.

I would be delighted to meet with yourself and the CEO Selection Panel in person, present a summary of this proposal, and discuss this important role in more detail.

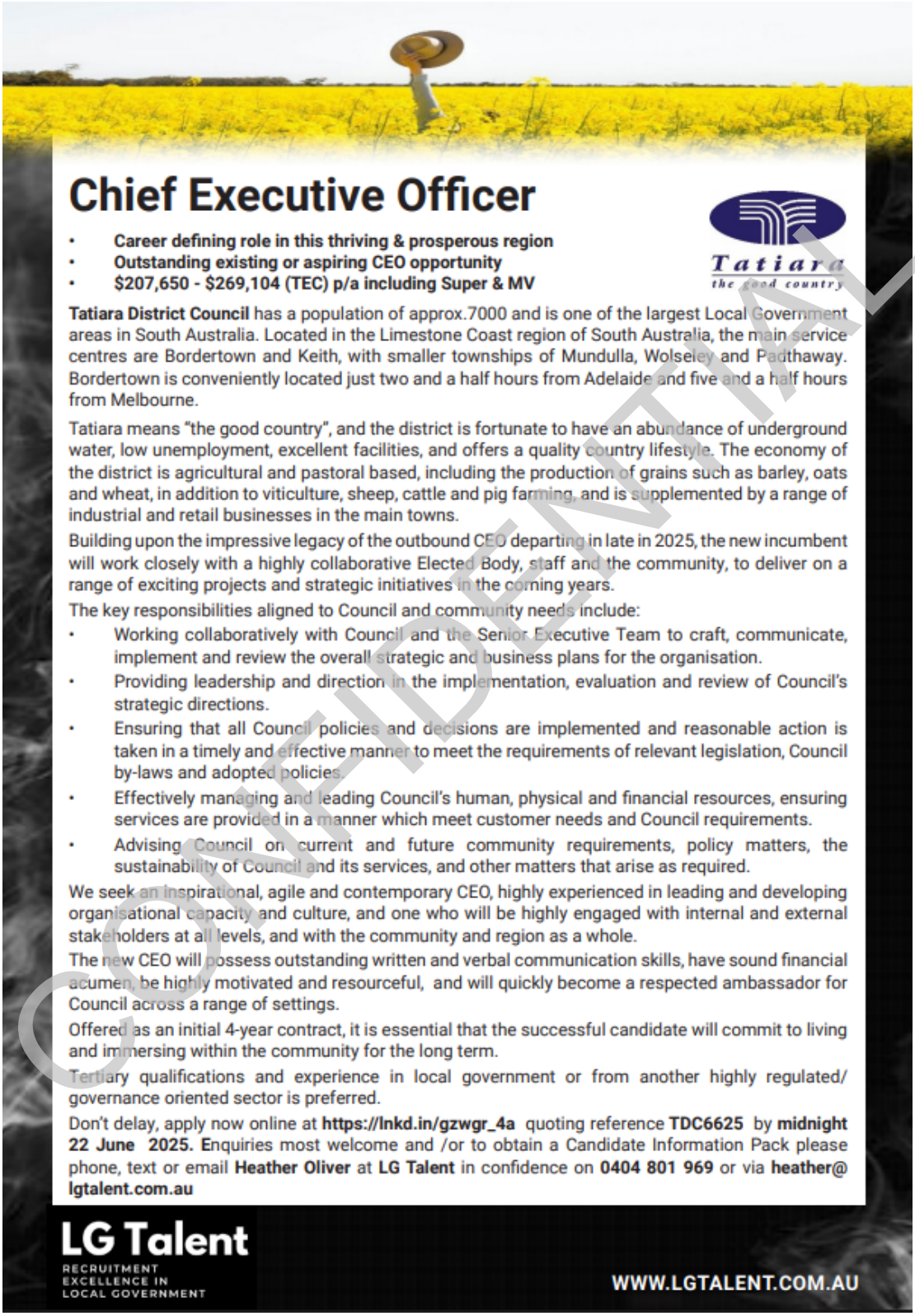
If there are any elements of this proposal that you would like to discuss, query or see varied, I would also be pleased to work with you to tailor it accordingly.

Kind regards

**Heather Oliver**

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# Recent Assignments



# Recent Assignments



## Chief Executive Officer

- **Lead positive change & deliver great outcomes for the community**
- **Flexible 3 – 5 year contract**
- **$235,040 - $270,504 inc MV & Super (TEC)**

NORTHERN AREAS COUNCIL

Two hours north of Adelaide is one of South Australia's hidden secrets - the **Northern Areas Council** region. Here the major towns of Jamestown, Laura and Gladstone, along with smaller towns and farming communities, provide 5,000 residents with a great quality of life, picturesque landscapes, excellent facilities and major services within easy reach.

The main economy is broadacre farming, with the Jamestown Saleyards one of the few remaining regional livestock sales facilities. Windfarm development has made a strong contribution to the economy and has attracted new people to the district.

An excellent CEO opportunity now exists for a strong, decisive and hands on leader who is ready to commit to this vibrant, close knit country community and district.

Working closely with a supportive Elected Body, staff and the community, some of the key objectives in the first 12-24 months will include:

- Finalisation of Council's key strategic documents and plans relating to infrastructure and asset management and maintenance, and future projects to be delivered
- Undertaking a thorough organisational review to drive efficiency, build capability and develop a high performing culture
- Working closely with the new senior leaders to create a strong, resilient and stable Executive Team
- Overseeing the maximisation of grant and funding opportunities to deliver benefit and enhanced services to the community
- Ensuring strong fiscal management to ensure sustainability, and compliance with legislation and statutory requirements.

You may be an existing CEO or a ready aspirant with proven broad executive leadership experience from a similar setting who is ready to step up.

Local government experience will be highly desirable, alternatively a proven broad leadership background with a focus on infrastructure, operations and financial management in a relatable/ transferable sector may be considered.

Excellent communication and negotiation skills will be essential, along with the desire to live, immerse and commit to the district for a significant period of time.

Please apply online **https://lnkd.in/geJFgwqV** quoting reference quoting reference **NAC21225** or before **12 midnight 9 March 2025.**

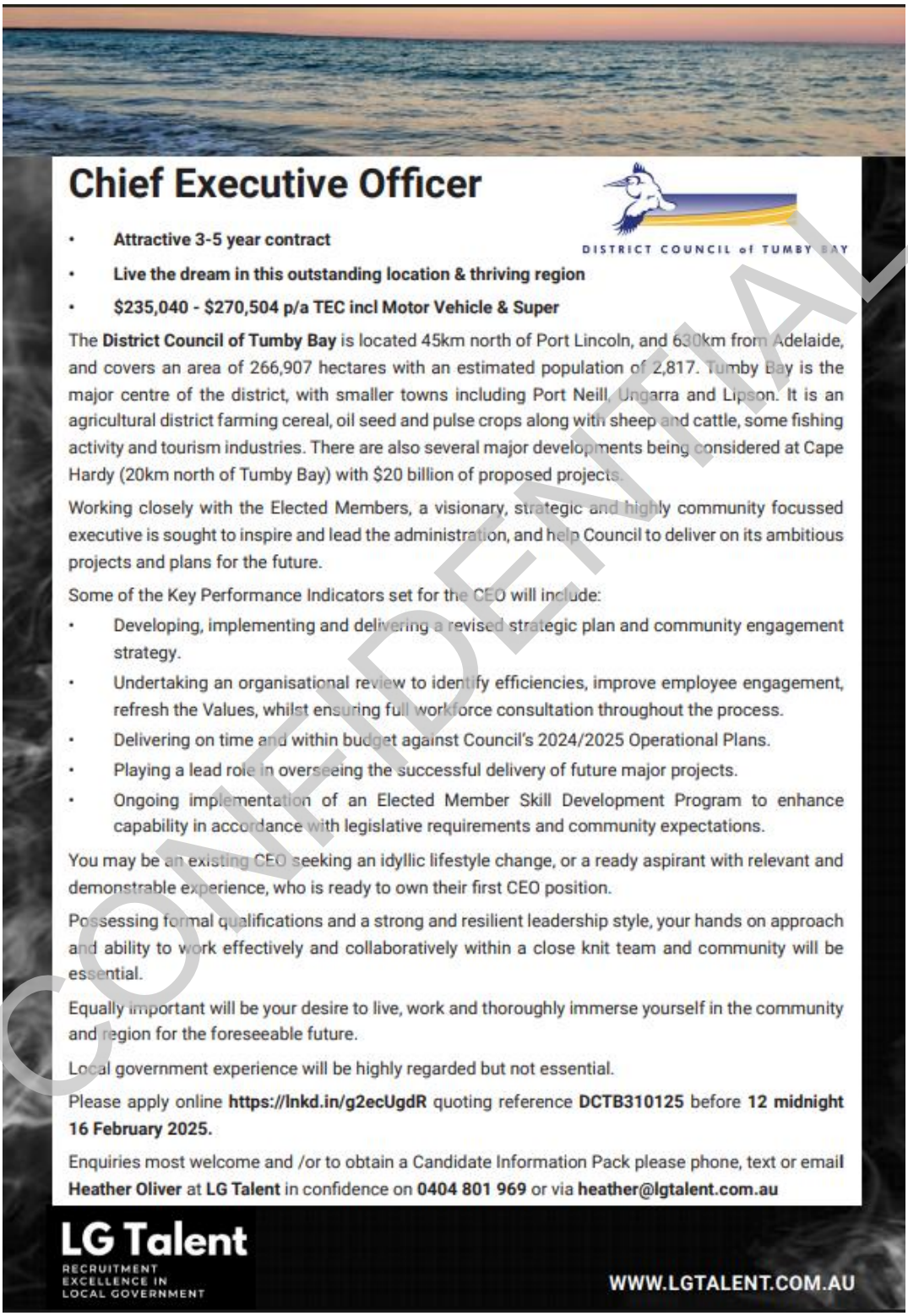
Enquiries are most welcome and /or to obtain a Candidate Information Pack please phone, text or email **Heather Oliver** at **LG Talent** in confidence on **0404 801 969** or via **heather@lgtalent.com.au**

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# Recent Assignments




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# Recent Assignments



## Chief Executive Officer

District Council of ORRORO CARRIETON

- **Outstanding hands-on rural opportunity**
- **$197,600 - $234,437 p/a inc MV, super & housing**
- **Help navigate Council's ongoing success & sustainability**

Orroroo is located in the upper north of South Australia, approximately 3 hours by road north of Adelaide. Situated at the base of the Flinders Ranges the area retains much of its 1880's charm and is a popular tourism destination. The district has two major towns, Orroroo and Carrieton, with smaller historical locations of Eurelia, Black Rock, Morchard, Yatina, Pekina, Johnburgh and Belton dating back to the 1800's.

**District Council of Orroroo Carrieton** seeks a visionary Chief Executive Officer to inspire Council's administration, and to support the Elected Body to deliver on its strategic plans, projects and ambitious objectives.

Assisted by a capable and close knit team, some of the key objectives will include:

- provision of inspiring leadership, effective change management, whilst engendering strong staff satisfaction
- ensuring high levels of engagement and customer service with all internal and external stakeholders
- delivery of high quality strategic plans, programmes, budgets and financial reporting
- provision of timely, quality, statutory compliant reports, information and advice
- promoting Council as a highly professional, accountable, safe and effective authority in all situations.

With a strong desire to connect and immerse within this small and friendly community, you will ideally be a seasoned CEO or a ready aspirant, possessing significant, broad and proven experience.

Financially literate, politically astute and possessing well developed written and verbal communication skills, you will apply your skills, knowledge and experience broadly, and have the ability to pivot your focus from hands on to strategic as required.

Tertiary qualifications and experience from local government or a transferrable sector will be highly regarded.

Resourceful, innovative and understanding how to work efficiently and effectively within a small organisation, you will skilfully navigate Council on a continued path to future success and sustainability.

For more information please click on **https://lnkd.in/gAFbHQv3,** quoting reference **DCOC060125** before **12 midnight 26 January 2025.**

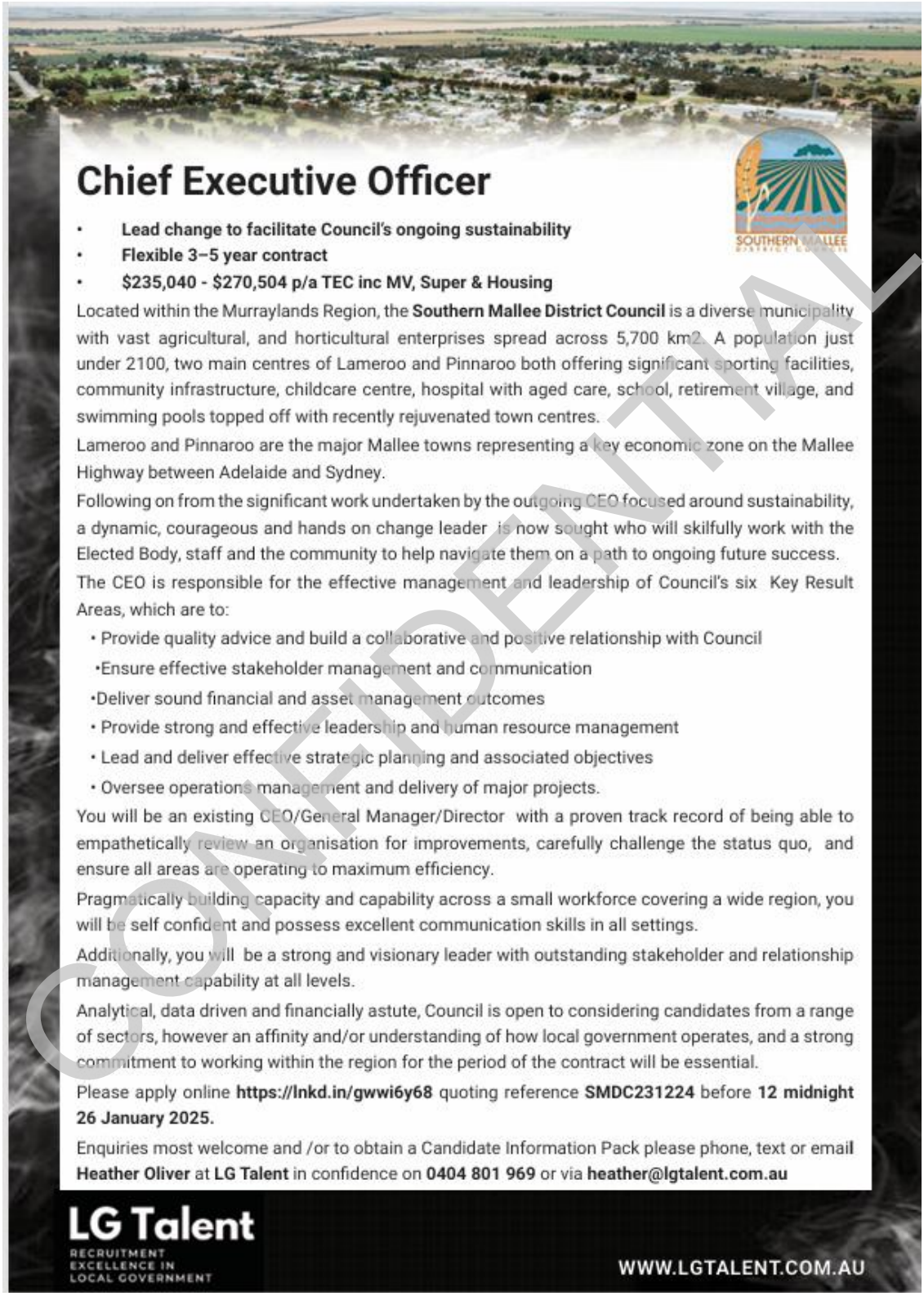
Enquiries most welcome and /or to obtain a Candidate Information Pack please phone, text or email **Heather Oliver** at **LG Talent** in confidence on **0404 801 969** or via **heather@lgtalent.com.au**

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# Recent Assignments



## Chief Executive Officer

- **Lead change to facilitate Council's ongoing sustainability**
- **Flexible 3–5 year contract**
- **$235,040 - $270,504 p/a TEC inc MV, Super & Housing**

Located within the Murraylands Region, the **Southern Mallee District Council** is a diverse municipality with vast agricultural, and horticultural enterprises spread across 5,700 km2. A population just under 2100, two main centres of Lameroo and Pinnaroo both offering significant sporting facilities, community infrastructure, childcare centre, hospital with aged care, school, retirement village, and swimming pools topped off with recently rejuvenated town centres.

Lameroo and Pinnaroo are the major Mallee towns representing a key economic zone on the Mallee Highway between Adelaide and Sydney.

Following on from the significant work undertaken by the outgoing CEO focused around sustainability, a dynamic, courageous and hands on change leader is now sought who will skilfully work with the Elected Body, staff and the community to help navigate them on a path to ongoing future success.

The CEO is responsible for the effective management and leadership of Council's six Key Result Areas, which are to:

- Provide quality advice and build a collaborative and positive relationship with Council
- Ensure effective stakeholder management and communication
- Deliver sound financial and asset management outcomes
- Provide strong and effective leadership and human resource management
- Lead and deliver effective strategic planning and associated objectives
- Oversee operations management and delivery of major projects.

You will be an existing CEO/General Manager/Director with a proven track record of being able to empathetically review an organisation for improvements, carefully challenge the status quo, and ensure all areas are operating to maximum efficiency.

Pragmatically building capacity and capability across a small workforce covering a wide region, you will be self confident and possess excellent communication skills in all settings.

Additionally, you will be a strong and visionary leader with outstanding stakeholder and relationship management capability at all levels.

Analytical, data driven and financially astute, Council is open to considering candidates from a range of sectors, however an affinity and/or understanding of how local government operates, and a strong commitment to working within the region for the period of the contract will be essential.

Please apply online **https://lnkd.in/gwwi6y68** quoting reference **SMDC231224** before **12 midnight 26 January 2025.**

Enquiries most welcome and /or to obtain a Candidate Information Pack please phone, text or email **Heather Oliver** at **LG Talent** in confidence on **0404 801 969** or via **heather@lgtalent.com.au**

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## Recent Assignments




# Chief Executive Officer

- **Outstanding location, lifestyle & CEO career offering**
- **Lead & deliver to unleash Council's full potential**
- **$235,400 - $270,504 package including MV & Superannuation**

With vineyard covered landscapes, rolling golden hills and fertile agricultural land, the Clare and Gilbert Valleys district is exquisitely defined by a collection of thriving historic towns and villages.

Hosting a population of approximately 9,366 people, the community enjoys an enviable rural lifestyle with access to excellent facilities, whilst living and working within a region producing premium products and providing outstanding visitor experiences.

Approximately 140KM North of Adelaide's CBD, Clare & Gilbert Valleys Council is offering an outstanding lifestyle and career opportunity for an experienced and driven CEO.

Working with a highly experienced Mayor and collaborative Elected Body, the new CEO will deliver on clearly defined strategic initiatives aligned to supporting community needs, some of which include:

- improving core service and infrastructure delivery
- effectively managing facilities, and preserving natural, cultural and built heritage
- maximising the region's growth and tourism potential
- ensuring Council's financial sustainability and community affordability.

We seek a visionary and resourceful CEO, with proven local government experience in leading and developing organisational capacity and capability in service delivery, and one who will be highly engaged with internal and external stakeholders at all levels, and with the community and region at large.

Ideally tertiary qualified, the new CEO will possess outstanding communication skills in all settings, sound financial acumen, be well networked, and exhibit inspiring leadership and effective change management capabilities.

This is a career defining role, offered as a negotiable 3–5-year contract, where an experienced CEO can really showcase their expertise, whilst working effectively at all levels to help unleash Council's full potential.

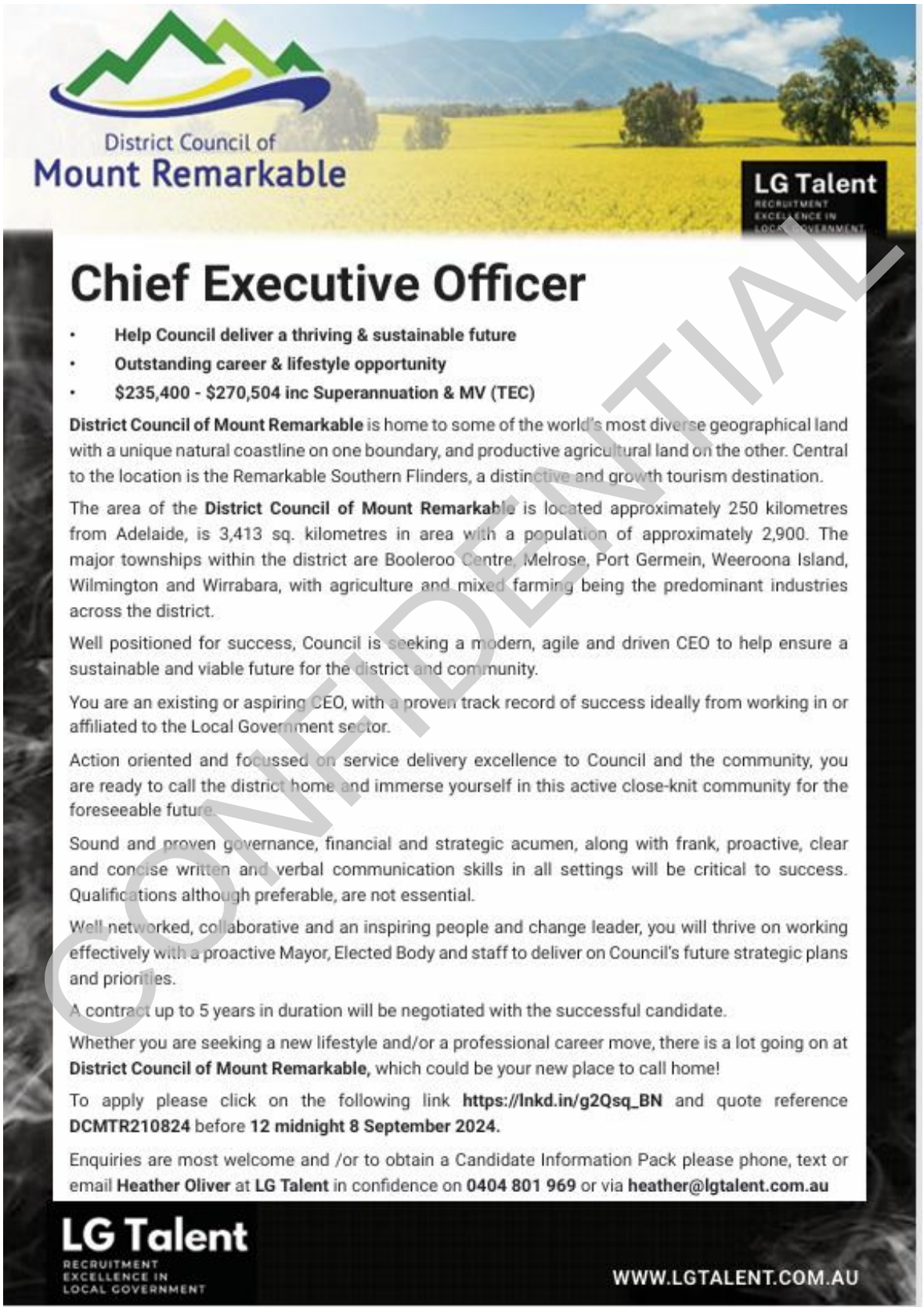
Don't delay, apply now online at **https://lnkd.in/gSpNSxi7** quoting reference **CGVC11124** by midnight **17 November 2024**.

Enquiries most welcome and /or to obtain a Candidate Information Pack please phone, text or email **Heather Oliver** at **LG Talent** in confidence on **0404 801 969** or via **heather@lgtalent.com.au**

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## Recent Assignments



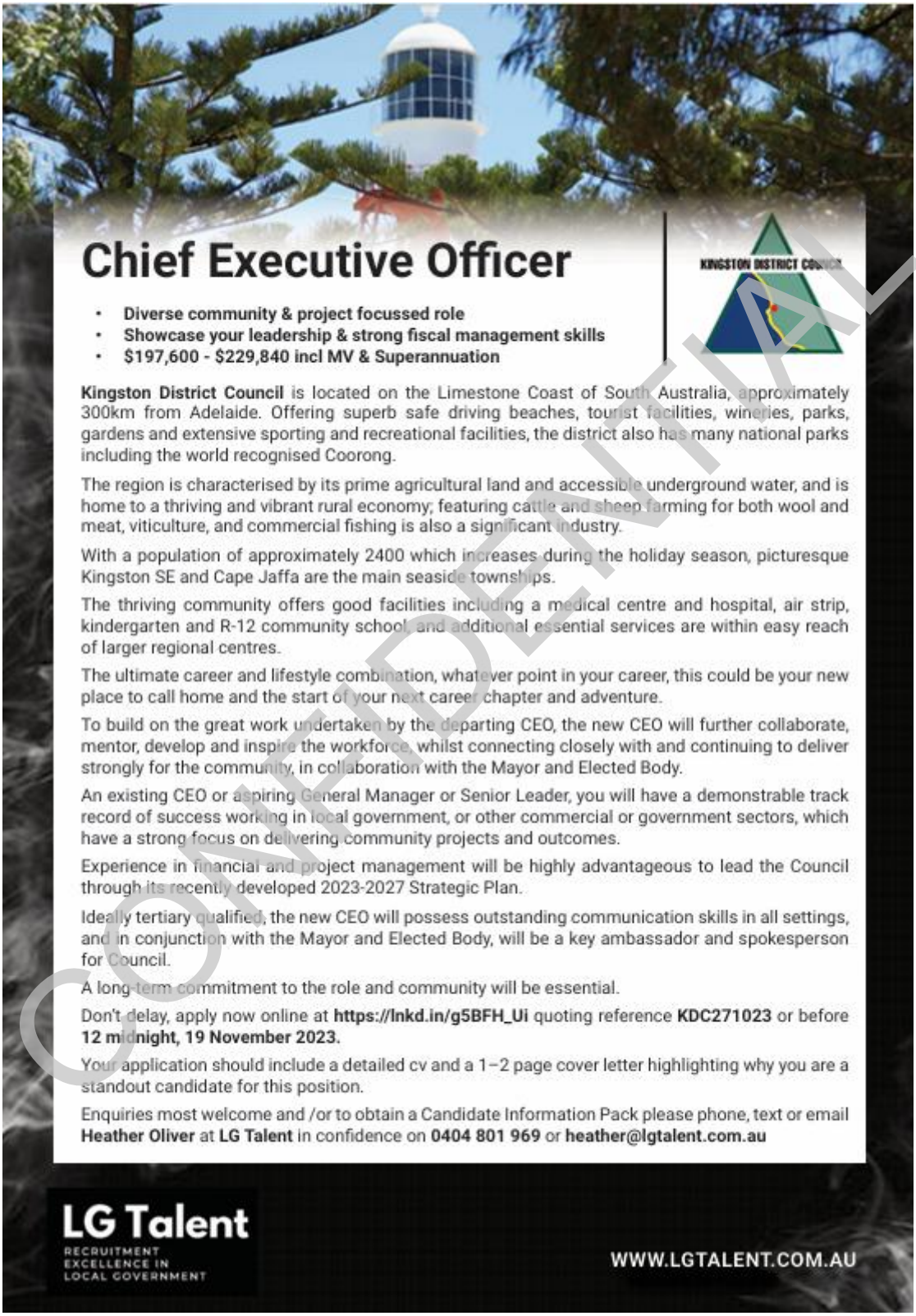

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# Recent Assignments



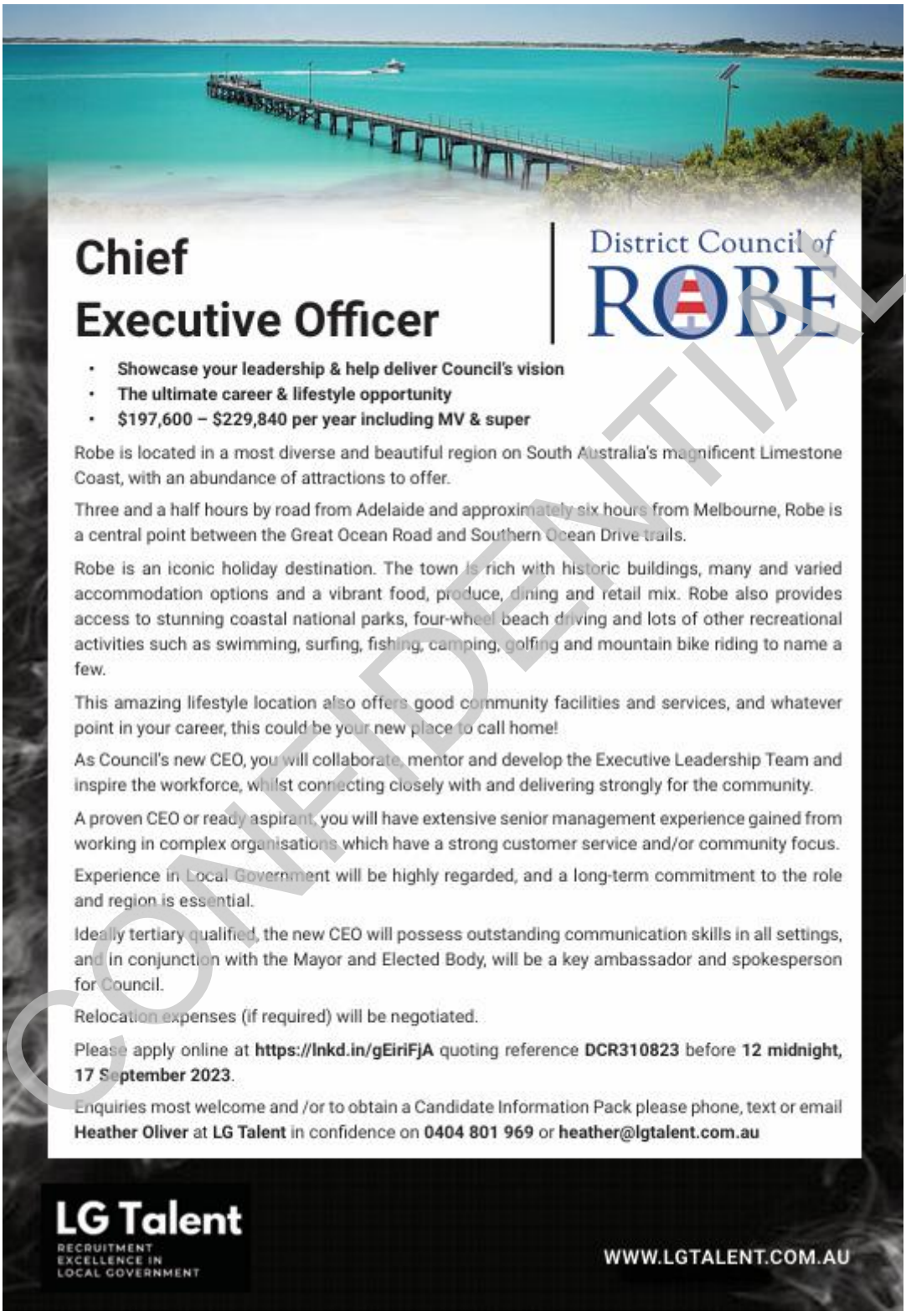

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# Recent Assignments




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## Recent Assignments




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# Company Profile and Experience

**Heather Oliver** is the founder and Managing Director of **LG Talent** and has enjoyed a 30 year career in Recruitment and Professional Services.

**LG Talent** is a private company, based in regional South Australia specialising in Executive Recruitment and HR Consulting Services specifically for the local government sector.

There is not a role type or sector Heather Oliver hasn't worked in during her career, however her true passion is executive recruitment in Local Government.

Enjoying being close to community and her customers, Heather has assisted many councils over the years with their recruitment needs, providing an honest, customer centric, quality and value for money service and process each and every time, in true partnership with them.

Whatever the role type, it is all about ensuring a thorough understanding is gained, a robust screening and recruitment process is applied, a creative candidate attraction strategy adopted, and then working closely with key stakeholders, ensuring they are well informed throughout.

Having lived and worked on the Southern Fleurieu Peninsula for more than 25 years, Heather has a real affinity with regional and rural councils across SA, where she does most of her work.

She is also particularly skilled and innovative in placing candidates into remote councils, incorporating proactive national search initiatives and creative, broad reaching advertising into all of her recruitment campaigns.

Heather also has national affiliations with independent recruitment specialists across Australia to provide strong national reach when sourcing candidates.

She enjoys visiting different regions to build relationships, and to understand the unique needs and points of difference in each. This is extremely important when recruiting, to ensure all the facts and selling points are shared with potential candidates when it is time to recruit.

Leveraging her vast experience, Heather established **LG Talent** to make a difference, and to provide a truly personalised partnership approach with each council, whilst servicing Local Government's unique needs.

Recruitment into Local Government is her only focus, and Heather handles all recruitment assignments personally, supported by a highly skilled team. **LG Talent** can also source candidates from other sectors if/when a council wishes to benchmark or consider candidates from other industries.

If you are looking for a fresh and proactive approach to fill this essential and important position with an outstanding result, **LG Talent** is a sound choice.

Please review Heather's track record as follows https://www.linkedin.com/in/heather-oliver-a8520a1a/

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# LG Talent Structure, Team & Capability




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Although Heather Oliver personally manages and will be the key interface with Council, she is ably assisted behind the scenes with highly experienced recruitment and human resources professionals.

**Sharon Somerville – Candidate Manager / HR Specialist**

A Senior HR practitioner with more than 10 years' experience working in local government, Sharon is well versed in all facets of the employment lifecycle. Also experienced in Not-for-Profit, State Government and private sector environments, and an Industry Award winner for design and implementation of HR strategies, Sharon is a well skilled operator.

Sharon assists LG Talent with screening and detailed pre-interview processes and is critical to ensuring quality long and shortlists are prepared for Heather to review and interview each candidate prior to recommending to Council, and to ensure quality and timely candidate care is applied.

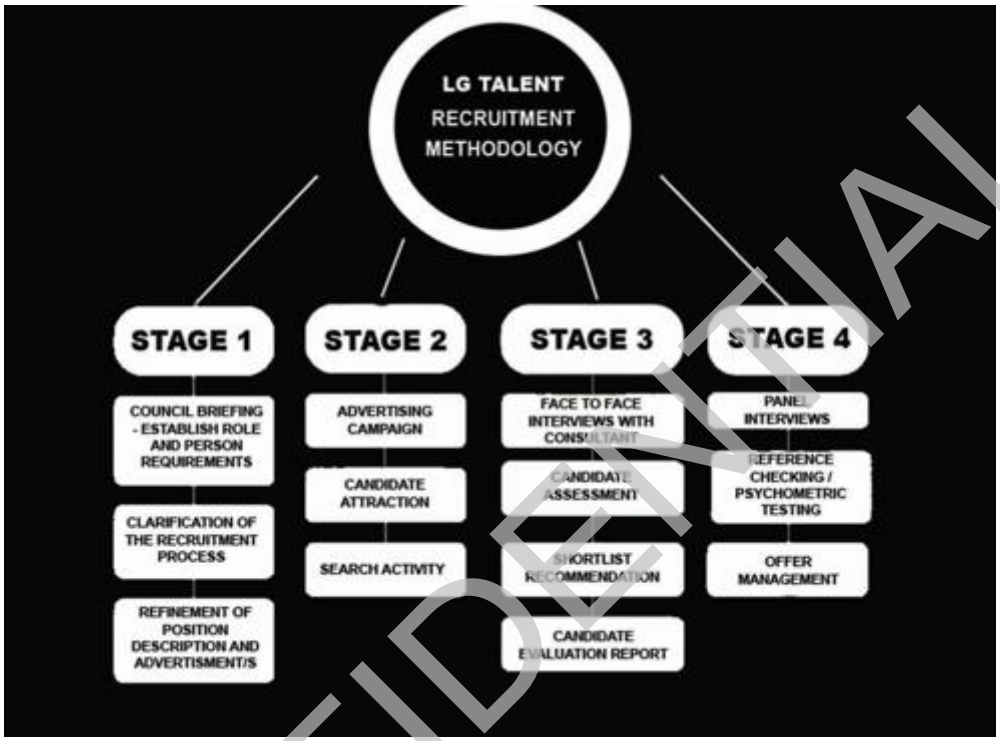
Sharon can also assist in reviewing employment contracts and providing associated advice as required.

**Juliet Oliver – Support Consultant**

With 8 years' experience across local and state government, and a range of commercial sectors, Juliet is an experienced technical and mid-level recruiter across a range of specialisations.

Juliet assists LG Talent with campaign management, graphical design, IT, recruitment and administration support.

# Recruitment Methodology




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# Recruitment Programme and Process

Heather Oliver will personally front end manage and be the key point of contact throughout the recruitment process, working in partnership with the Selection Panel members or nominated person from Council.

Providing human resources and recruitment advice and support, the process will encompass the following:

**Stage 1**

- Undertake a comprehensive briefing with the Selection Panel or nominated person (in person or via video link) at the commencement of the assignment. This will include the review and refinement of the position description, benchmarking and clarification of remuneration and benefits, clarity on style fit and dynamic of the ideal candidate, to ensure the selection criteria is clear and agreed.

- The 2021 changes to the *Local Government Act 1999* require Council to include a Qualified Independent Person (QIP) on its CEO Selection Panel. Heather Oliver is able to undertake this role without additional cost to Council if required.

- A multi-faceted, on-line/digital, national candidate attraction strategy is recommended, to appeal to candidates from a wide range of geographies and sectors. This approach will also ensure candidates from a range of sectors and locations view the advertisement/s and/or hear of the opportunity and/or refer others.
  A range of Job Sites and Social Media platforms will be utilised including SEEK, LinkedIn, Local Government Job Directory and Council's website.
  Digital media advertising with a well-crafted advertisement and Selection Panel input and sign off will be developed, which is of the right pitch to elicit the quality of candidates.

- Although an on-line/digital only advertising campaign is recommended, it can be supplemented with local, state and/or national print media advertising depending on Council's preference and budget, which will be discussed at the initial briefing (optional).

- An agreed close date for applications will be included in all advertisements.

- Heather Oliver's contact phone number and email will be included in all advertisement/s to facilitate confidential discussions, questions etc, and a candidate pack with be developed with a range of Council information, the position description, the advertisement/s, and links to key information.

- A 60 second video of the vision for Council and this position/s is recommended to be included in the digital advertising, giving candidates a true sense and flavour of what to expect, which will engender further excitement and interest in the position (optional).

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**Stage 2**

- Direct Search – careful research and market mapping will be conducted to identify potential candidates of the right experience and style fit to directly approach. This activity supplements to advertising campaign.

- Local Government and other sector networking initiatives will be adopted to target groups where potential candidates may exist. This includes tapping into intra and interstate professional bodies across a range of sectors, access to interstate recruitment partners, and drawing upon existing candidate pools and referral networks from a range of sectors.

- Internal candidates past or present and/or candidates from neighbouring councils (if applicable) will be managed with the utmost care and in close consultation with the Selection Panel or nominated person.

- Diversity and Inclusion requirements of Council will also be considered and factored into the process.

- Regular (weekly or as otherwise agreed) updates will be provided to the Selection Panel or nominated person, around candidate applications, their locations, number of enquiries, and assignment progress will be provided throughout the entire recruitment process as agreed.

- During the advertisement campaign period and upon reaching the application close date, all applications will be reviewed, sorted and promptly and professionally managed, and applications that are clearly not suitable notified.

- A tiered assessment report of all candidates will be compiled for transparency.

**Stage 3**

- In depth face to face, telephone or video link screening will be undertaken with all candidates who match the selection criteria through their application. Those successful from this stage will move through to the long list.

- Initial in-depth face to face or video link interviews will be undertaken with all long-listed candidates by Heather Oliver, particularly focussing on motivation for the role and location, style fit to the culture, and balance of technical experience and capabilities, qualifications, and communication skills.

- A shortlist of candidates will be discussed and presented by Heather Oliver to the Selection Panel or nominated person, and a report outlining their match to the Selection Criteria prepared, and accompanied with each candidate's application letter and CV.

- All unsuccessful candidates at this point will be notified, with feedback provided.

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**Stage 4**

- Competency based interview questions and packs will be developed and sent to the Selection Panel or nominated person for review and sign off. Panel interviews with the Selection Panel (date/location agreed in advance) will be scheduled in liaison with Council's representative. Competency based interview guides with agreed questions and rating system in-line with the selection criteria will be prepared in readiness for panel interviews. Interviews of approx. 1- 1.5 hour each are recommended.

- Heather Oliver will be available to be an independent Panel Member.

- Comprehensive Selection Panel discussions and data integration should follow the interviews, with preferred candidate/s agreed.

- Feedback from candidates following interviews will be sought and passed on to the Selection Panel or nominated person.

- Second interviews, and/or presentations can be organised at this time with preferred candidate/s.

- Robust, recent and relevant competency-based reference checks (minimum of 2) will be undertaken by Heather Oliver before offer stage. Reference checking will be undertaken by telephone or video link and if permitted by referee/s, can be recorded for the panel to review.

- Additional research, background and qualification checking on the preferred candidate/s is also undertaken at this stage.

- Full assistance with the offer and acceptance of employment, counter offers, contract management, relocation (if applicable) and any additional support will be provided to ensure the successful negotiation and acceptance of offer by the preferred candidate.

- Once an offer has been accepted and contract signed, all unsuccessful candidates will be personally notified, and feedback provided.

- Upon commencement, monthly follow-up calls with the mayor and new CEO will be undertaken during the first 12 months to gain two-way feedback and to support ongoing success.

If there are any elements of the above process that you would like varied, we can work together to adapt to your needs.

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# Specialist Support and Value Adds

Heather Oliver and the team will be available 24/7 to assist Council and candidates throughout the process which may include advice and assistance around salary benchmarking, travel arrangements and relocation information relating to facilities a relocating family may need, organising facilities if the recruitment panel wish to undertake initial interviews in another location, and digital facilities to minimise cost and environmental impact for Council throughout the recruitment process.

The LG Talent team will ensure transparency, effective communication, and alignment at each stage, and our robust methodology and processes will support the Selection Panel and Council to make confident and informed decisions.

Reporting, documentation and communication at each stage of the recruitment process will be transparent, thorough and tailored to Council's needs. This commences at the initial briefing and workshop with the Selection Panel, through each stage of the recruitment process, debriefs and recommendations, offer/negotiation support, and post placement follow-up and support.

Tailored service levels for regular and ongoing communication with the Selection Panel and Committee including reporting and check in points will also be agreed at the initial workshop briefing.

LG Talent has a demonstrated capacity to act independently, can confirm that no conflict of interest exists in relation to this recruitment, and agree to comply with Council's procurement policies and confidentiality requirements.

Post placement collaboration can also include; mentoring support, assistance with KPI setting, assistance with Performance Reviews, and specialist Human Resources and Industrial Relations support as required.

## Deliverables

The key deliverables are detailed throughout this document, primarily in the Recruitment Programme and Process section.

To summarise, the LG Talent team will be dedicated to providing key deliverables throughout the process which may include:

- helping to refine or redeveloping the position description
- acting as a Qualified Independent Person (of required)
- providing regular weekly (or more frequent) updates throughout the process
- detailed/tailored reporting at any stage
- robust long and shortlisting processes using a tailored matrix structure to facilitate matching against the agreed criteria
- provision of all candidate documentation relating to reference and probity checking, qualifications, psychometric reports etc
- assistance with contract and offer negotiations
- recommendation and recruitment campaign summary
- any ad hoc deliverables required by Council can be discussed and agreed at the initial workshop briefing, and at any time throughout the process.

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## Timeline

| ACTIVITY | WEEK 1 | WEEK 2 | WEEK 3 | WEEK 4 | WEEK 5 | WEEK 6 | WEEK 7 | WEEK 8 |
|---|---|---|---|---|---|---|---|---|
| CLIENT BRIEFING | ▬ | | | | | | | |
| PLACE ADVERTISEMENT | | ▬ | | | | | | |
| RECEIVE APPLICATIONS AND SEARCH | | | ▬ | ▬ | | | | |
| CONSULTANT INTERVIEWS | | | | | ▬ | | | |
| SHORTLISTING | | | | | | ▬ | | |
| PANEL INTERVIEWS | | | | | | | ▬ | |
| CANDIDATE APPOINTED | | | | | | | | ▬ |

Above is an indicative timeframe for a CEO Recruitment process, with specific milestone dates to be agreed at the initial briefing with the CEO Selection Panel.

If time critical, this timeline reduced to 6 weeks without compromising a quality outcome.

The recruitment process can commence immediately or at a timeframe to suit Council.

## Recruitment Fee

A **$11,500 flat fee plus GST** is proposed for the full end to end recruitment process as outlined in this proposal.

All digital advertising costs on Seek, LinkedIn and Local Government Job Directory are included in the fee.

A 12-month replacement guarantee is provided with each placement (excluding any additional advertising costs).

Up to two in person visits and all travel costs for Heather Oliver, and unlimited Teams/Zoom meetings are included in the fee.

The fee will be invoiced in three parts: - one third at commencement, one third upon presentation of shortlist, and the final third upon acceptance of an offer by a suitable candidate.

If you would like any other variation/combination of services provided, this can also be negotiated.

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# Psychometric Testing (Optional)

Psychometric testing provides an extra source of information and science to help make an informed decision about your preferred candidate/s.

Combined with application documents, interview data and ratings, and reference checking, psychometric testing provides higher level insights which screening and interview/s alone may not fully reveal.

Testing can cover a range of areas including personality profiling, indicative workplace behaviour, leadership style, drive and motivation, to list just a few areas.

An independent firm, at “arm’s length” from the recruitment process is engaged, and the battery of tests are tailored to the right “pitch” of the position with the appropriate interpersonal and technical competencies incorporated into the process.

A detailed Universal Competency Report is provided from the OPQ (personality assessment), and results from 3 ability tests (verbal, numerical, and abstract reasoning) using Australian managerial norms are provided.

In addition to a detailed report (example can be provided), a verbal feedback session is also provided separately to both the CEO or hiring manager, and the candidate.

The organisational Psychologist utilised is:

Fel Donatelli
*BSc (Hons) (Psych), M.Psych (Org), MAPS*
www.perquiro.com.au

The cost of comprehensive psychometric testing for an Executive is approximately $950 plus GST.

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# Why choose LG Talent?

- Recruitment excellence specialising only in recruiting to the Local Government sector
- 100% South Australian owned & operated
- 30 years of recruitment experience will personally meet you & manage your recruitment assignment/s
- National independent local government affiliations located across Australia for true national candidate reach
- Well developed candidate pools & networks from a wide range of sectors, specialisations & at all levels
- Flexible part or end to end recruitment options to suit your budget & preferred level of service
- Cost effective, fully inclusive flat fees to meet your budget
- 100% track record of success with CEO, Executive, Technical & hard to fill roles in all locations - regional, remote & metropolitan
- Proactive multi-pronged recruitment strategies applied to all assignments to ensure success
- Honest, transparent, confidential & objective communication with clients & candidates assured in all dealings
- Referees at all levels who can attest to the service & delivery of a quality outcome

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## Track Record & Longevity of CEO appointments

Heather Oliver has undertaken many CEO and Executive recruitment assignments in local government over a long period. The success of any CEO placement however is not just about finding a great candidate, but also being able to demonstrate long term success and longevity in the role.

Besides the candidates placed recently into CEO positions, below are examples of several South Australian Council CEO's Heather Oliver has personally placed that are still successfully performing in their roles many years later, which further attests to her expertise in filling such roles:

**James Miller – CEO – Adelaide Plains Council – commenced December 2015 – current.**

**Anne Champness – CEO – Tatiara District Council – commenced November 2017 – current.**

**Ben Scales – CEO – Mid Murray Council – commenced March 2019 – current.**

## Referees

**Mayor Sue Scarman - Northern Areas Council PH: 0418 844 935**

**Mayor Stephen McCarthy - District Council of Mount Remarkable PH: 0407 900 556**

**Mayor Jeff Pope - Kingston District Council PH: 0407 114 700**

**Mayor Geoff Churchett – District Council of Tumby Bay PH: 0427 951 958**

**More referees are available if required.**

**Thank you for the opportunity to present this proposal.**

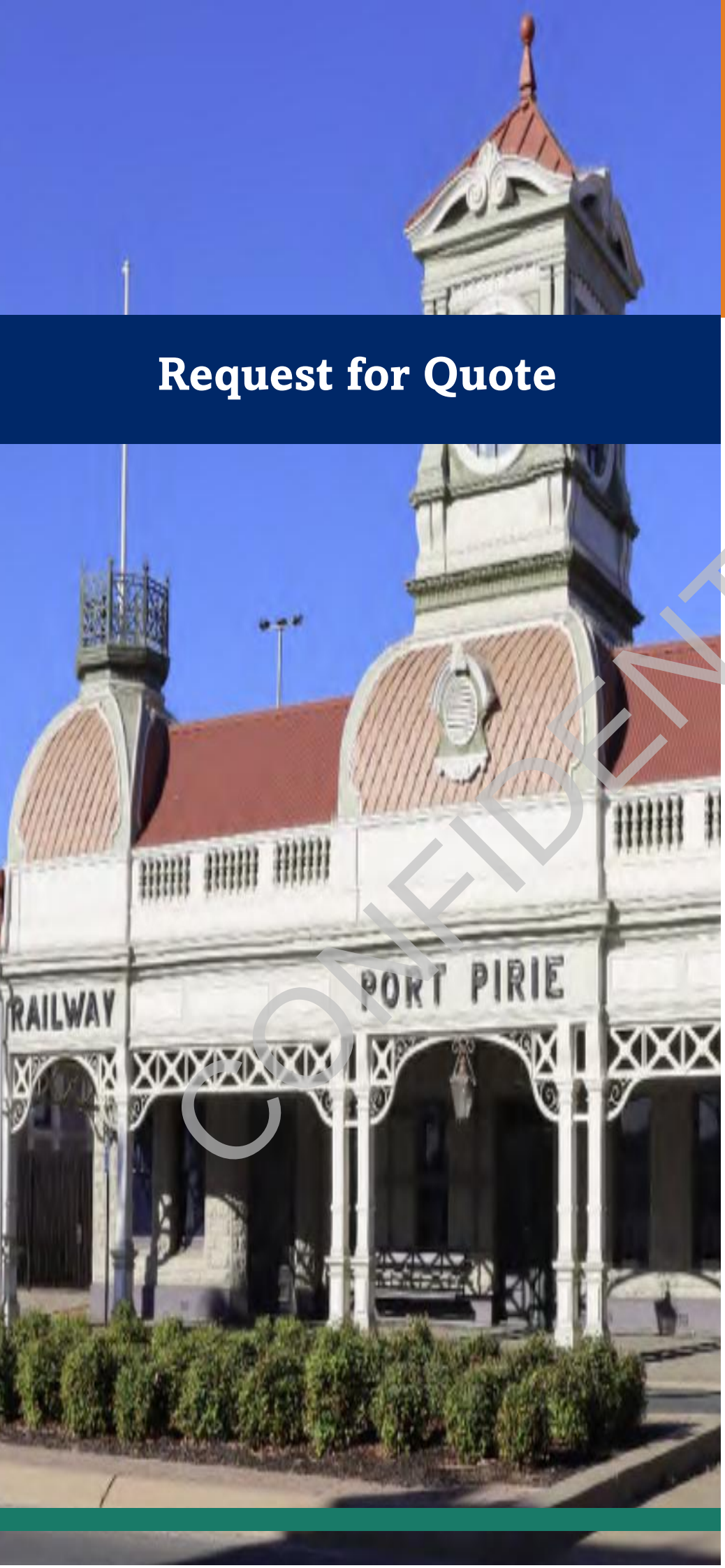
**Sincerely**

**Heather Oliver – LG Talent**

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McArthur
Best people fit. Making a difference.

# Request for Quote




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## Recruitment of

## Chief Executive Officer

June 2025

For the attention of:

Mayor Leon Stephens

Chair – Chief Executive Officer Selection Panel

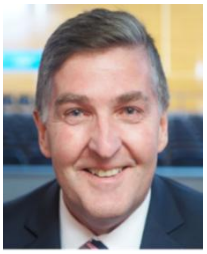
Port Pirie Regional Council

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# Executive Summary



| | |
|---|---|
| Name of organisation: | McArthur (SA) Pty Ltd |
| Lead contact: | Steve Nolis – Managing Director SA/WA |
| Office: | 08 8100 7000 |
| Mobile: | 0419832092 |
| Email: | steve.nolis@mcarthur.com.au |

Leading the Search and Selection Campaign for your new Chief Executive Officer, McArthur offers Port Pirie Regional Council a unique combination of experience, national reach, and dedicated collaboration from our recruitment consultants to surpass your role requirements. Proudly South Australian, established in 1969 in Adelaide, and now with offices across Australia, our status as a specialist recruitment provider to the Local Government sector is evidenced through the significant number of Local Government appointments we make each year.

Our consultants in South Australia and across Australia have significant experience working with metropolitan, regional and rural Councils. We take the time to get to know individual Councils and attend numerous conferences and events which has assisted us to understand the nuances of Local Government. We are best placed to assist Council to seek talented individuals who will continue to build on the efforts undertaken to date and the significant achievements made in your journey towards becoming a modern, flexible, and sustainable organisation, that provides quality services to your region and the community.

To ensure we obtain best fit applicants for this position, we propose to specifically tailor our process to effectively recruit the most appropriate candidate. Our recruitment methods outlined within our proposal, behavioural-based questioning, screening and assessment methodologies will be adapted to ensure your specific requirements for this critically important appointment will be delivered upon.

**Steve Nolis – Managing Director SA/WA**, will be appointed as your primary point of contact and will be responsible for leading and coordinating all aspects of this campaign. Steve will be supported by an experienced team that includes recruitment consultants and administrative support services.

We stand proudly by the quality of our work and the established relationships we maintain within the Local Government sector. We look forward to working alongside Port Pirie Regional Council for the recruitment of your new Chief Executive Officer.

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# 1. McArthur's Capability




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McArthur has over 55 years' experience recruiting for public sector organisations and is the **only Local Government specialist recruiting firm with a national network of consultants**. We have over 250 staff in five states to draw on talent for this position.

## 1.1 Quality Appointments

Based on our long-standing commitment to Local Government and confidence in our ability to source only the best talent in the market we offer a **12-month replacement guarantee period** on the success of your new Chief Executive Officer.

## 1.2 Delivery of Service

The recruitment process for these roles will and delivered locally and be supported by a national team of Senior Executive Recruitment Consultants and our professional administration staff.

## 1.3 Industry Networks

We are the **only recruitment firm with Principal Sponsor status** for **ALGA** (Australian Local Government Association) and also **Local Government Professionals** nationally. We are also sponsors of **LGASA, Local Government Professional South Australia, SA based CEO forums and Regional Local Government bodies** which provides us with credible networks and an unrivalled commitment to the sector.

## 1.4 Psychometric Profiling

We offer tailored psychometric profiles that measure shortlisted candidates against criteria set by Port Pirie Regional Council, including matching your organisational values. (Please See **Appendix One**).

## 1.5 National Network

McArthur is Australia's only **genuine national recruiter** to the Local Government sector. Our integrated national candidate database ensures all our clients have direct access to the best talent available. This national network allows McArthur to critically assess and authenticate candidates across Australia.

## 1.6 Diversity & Inclusion

We are cognisant of our obligation to comply with the Equal Opportunity Act 2010 in recruitment and will ensure that all suitable candidates feel empowered to apply for the vacancy, and confident they will receive equal and equitable consideration. McArthur is committed to providing a balanced shortlist to ensure you can appoint the right candidates for the roles. McArthur ensures its employees participate in Diversity and Inclusion training (RCSA) and adheres to McArthur's Diversity and Inclusion Policy P.OPS.005. Please see **Appendix Two.**

## 1.7 Quality Management

McArthur is committed to delivering quality services and is registered and operates a Quality Management System which complies with the ISO 9001:2015 – Certificate Number – QEC4326. Please see **Appendix Three.**

## 1.8 Environmental Management

McArthur has a strong commitment to environmental best practice (refer to the Environment Management Standard ISO 14001) and the prevention of office management and general operations. Through a process of continual improvement, we aim to be both efficient and effective in environmental practice. Please see **Appendix Four.**

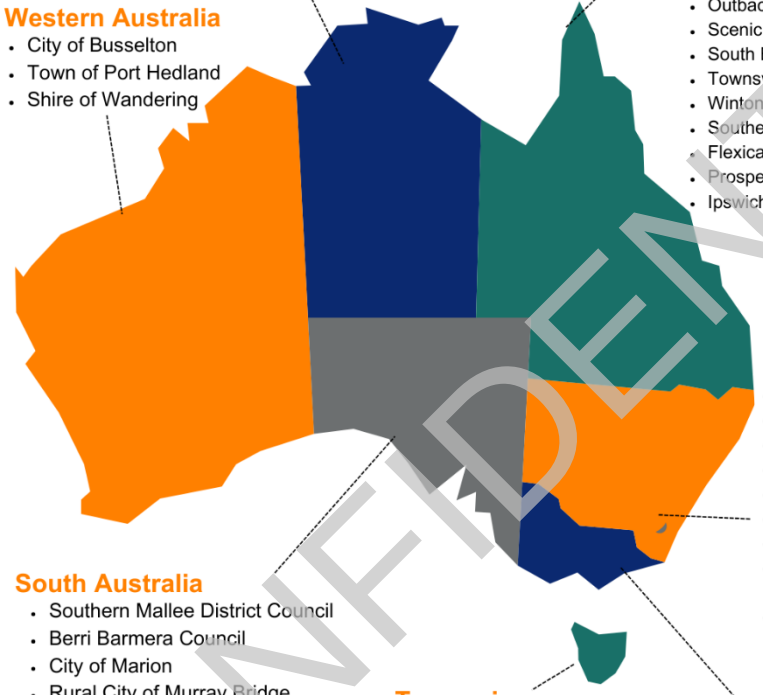
McArthur contributes to the achievement of sustainability and the decrease in greenhouse gas emissions through a philosophy of 'rethink, reduce, reuse, repair, recycle'. McArthur takes the necessary action to:

- Monitoring and maintaining air-conditioning temperature at set summer and winter levels.
- Monitoring electricity use and reducing energy use by turning lights, computers and non-essentials off at night and during times of non-use.
- Reducing and limiting travel demand through flexible work arrangements and the use of tele and video conferencing facilities.
- Ensure that McArthur employees consider our environmental responsibility as a factor when making purchasing decisions.
- Limiting employer provided staff car park facilities to encourage staff to use public transport options.
- Providing bike storage, shower, change and locker facilities for staff who cycle or walk to work.
- Monitoring water use by installing water efficient fixtures.
- Recycling officer paper, toner cartridges, batteries and mobile phones.
- Sorting and recycling kitchen waste.
- Using energy efficient fluorescent lighting and by utilising energy efficient office equipment; paperless fax facilities and electronic communication of documents and communications.

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## 1.9 Relevant Recruitment Consulting Experience

With our extensive network across Australia, our database is populated with high quality candidates that cover all job families within Local Government, corporate and Not-For-Profit sectors. It is this access and knowledge of candidates open to other opportunities that sets McArthur apart from other state-only based and non-specialist firms.



### Northern Territory

- Alice Springs Town Council
- Barkly Regional Council
- City of Darwin x 2
- Jabiru Kabolkmakman Ltd
- Katherine Town Council
- CouncilBIZ
- Nhulunbuy Corporation
- West Arnhem Regional Council
- West Daly Regional Council
- Roper Gulf Regional Council
- East Arnhem Regional Council
- Litchfield Council

### Queensland

- Aurukun Shire Council
- Central Highlands Regional Council
- City of Moreton Bay
- Outback Queensland Tourism Association
- Scenic Rim Regional Council
- South Burnett Regional Council
- Townsville City Council
- Winton Shire Council x 3
- Southern Downs Regional Council
- Flexicare
- Prospect Community Services
- Ipswich City Council

### Western Australia

- City of Busselton
- Town of Port Hedland
- Shire of Wandering

### New South Wales

- Lithgow City Council
- Hawkesbury City Council
- City of Ryde
- Bega Valley Council
- Business HQ Central West
- Mudgee Region Tourism
- Canberra Region Joint Organisation
- Goulburn Mulwaree Council (current)
- Snowy Monaro Regional Council (current)

### South Australia

- Southern Mallee District Council
- Berri Barmera Council
- City of Marion
- Rural City of Murray Bridge
- City of Port Lincoln
- Flinders Ranges Council
- District Council of Ceduna
- District Council of Streaky Bay
- Wakefield Regional Council
- Adelaide Hills Council
- District Council of Peterborough
- District Council of Elliston
- Northern Areas Council
- Barunga West Council
- LGA SA Mutual
- LGA Procurement
- District Council of Lower Eyre Peninsula
- Town of Walkerville
- Naracoorte Lucindale
- Northern and Yorke LGA
- District Council of Cooper Pedy

### Tasmania

- Devonport City Council
- Glamorgan Spring Bay Council
- Burnie City Council

### Victoria

- Greater Shepparton Council
- Australian Local Government Association
- Manor Court Aged Care
- Greater Dandenong City Council
- Boroondara Cemetery Trust
- City of Wodonga Council
- Yarriambiack Shire Council
- Murray Darling Association
- Southern Grampians Shire Council
- Colac Otway Shire Council
- Gippsland Lakes Complete Health
- Hepburn Shire Council
- West Wimmera Shire Council
- Local Government Professionals Victoria
- City of Ballarat Council
- The Borough of Queenscliffe Council
- Alpine Shire Children's Service
- Yarra Ranges Council
- Cardinia Shire Council
- Ararat Rural City Council

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# 2. Your Recruitment Solutions Team

We combine the power of deep local knowledge with the strength of a national network. Our on-the-ground teams understand the unique needs of each community, while being fully supported by nationwide systems, expertise, and resources to deliver scalable, consistent, and impactful outcomes

## Local Focus



**Steve Nolis**
**Managing Director – SA**

Steve has been a highly respected and recognised leader within the Adelaide public and private business communities for over 30 years.



**Rebecca Hunt**
**General Manager – SA**

Rebecca is an experienced Recruitment and HR consultant with over 20 years advising public and private sector clients on all HR and recruitment functions.



**Tamara Chambers**
**Senior Associate – SA**

Tamara is a Senior Executive Recruiter with 12+ years' experience focused on delivering purpose-fit solutions that add genuine value.

## National Reach



**Matthew McArthur**
**Executive Director**

After a highly successful 35+ years as Executive Recruiter, CEO and Board Director, Matthew recently moved into an Executive Director role.



**Matthew (Matt) Mullins**
**Chief Executive Officer**

One of Australia's most respected Recruitment and HR business leaders, Matt brings over 30 years of exceptional leadership insight to the team.

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## QLD



**Harley Hammelmann**
**Managing Director – QLD/NT**

One of Queensland's most respected and accomplished senior recruitment specialists, Harley has been working with the state's public sector employers for over 30 years.



**Julie Barr**
**General Manager – QLD/NT**

With 25+ years' experience delivering senior level recruitment solutions across QLD and NT, Julie is renowned for her uncompromised client/candidate focus.



**Rebecca McPhail**
**Resource Consultant – QLD/NT**

Over 15+ years, Rebecca has built extensive networks across Queensland's local government sector and has a proven ability to match top talent with the right roles.

## VIC/TAS



**Jane Nielsen**
**Managing Director – VIC/TAS**

During her 20+ years at McArthur, Jane has been responsible for the successful management and growth of the company's three largest divisions.



**Fiona Bain**
**General Manager – VIC/TAS**

Fiona is a highly respected executive recruiter with a 27-year track record in senior placements across govt, NFP, health, education, and corporate sectors.



**Danielle Jupp**
**Associate – VIC/TAS**

Danielle is a people-focused recruiter with 17+ years' experience, specialising in talent mapping and sourcing top public sector talent.

## NSW/ACT



**Pezh Moradi**
**Managing Director – NSW / COO**

During his 8 years at McArthur, Pezh has guided our digital strategies. He is also responsible for the growth and direction of all NSW based activities.



**Susanne Lyall**
**General Manager - NSW**

With 30+ years in senior recruitment, Susanne has led major campaigns across Local and Federal Govt, NFPs, and the broader private sector.

## WA



**Catherine Carroll**
**General Manager - WA**

Cat has 10+ years' experience sourcing top-tier talent across a variety of skill-sets and industry sectors across Western Australia.

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# HR Consulting



**Sean Callanan**
**General Manager – HR Consulting**

Sean brings over 25 years' experience in management consulting and strategy across a broad range of both Public and Private sectors.



**Eilidh Muir**
**Associate – HR Consulting**

Eilidh has a BA Honours degree in International Business and leads data analysis efforts for the Life App system and Local Government remuneration projects.

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# 3. The Recruitment Campaign Process



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## 3.1 Recruitment Campaign Strategy

Although McArthur has successfully undertaken hundreds of previous appointments, we recognise that each appointment is unique, and we will customise a robust process based on the governance framework portrayed in **Figure 1** that works for Port Pirie Regional Council and your intended timeframe.

Our Executive Search process has been designed (and we propose to specifically tailor for you) in consultation with our Local Government clients to ensure our approach aligns with the principles and legislative requirements.

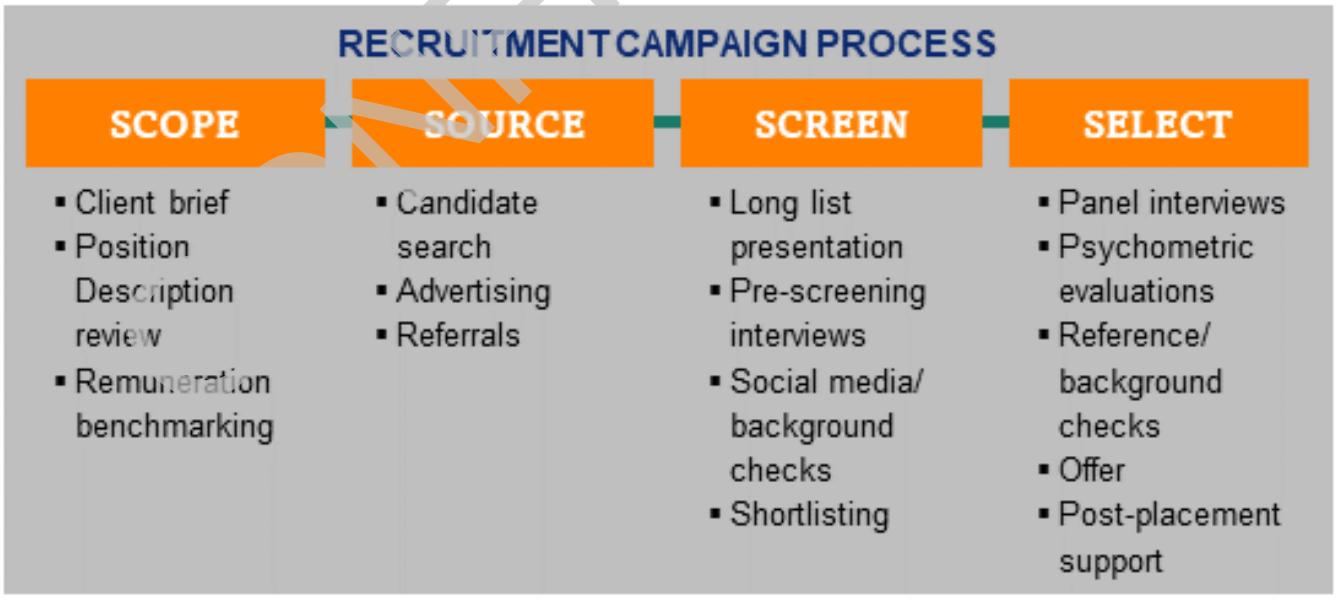



Figure 1 McArthur's recruitment campaign governance framework

## 3.2 Process – Scope

### 3.2.1 Executive Recruitment Panel Briefing

We propose to conduct an Executive Recruitment Panel Briefing at the beginning of this process.

This workshop is designed to achieve three outcomes. Firstly, it allows us to listen to you and build a very clear picture of the attributes and knowledge you are seeking in the profile of your candidate, secondly, it allows us to discuss and agree on the timelines and recruitment process in a step-by-step format and lastly, it provides an opportunity to discuss the Panel's responsibilities during the process.

- Review and finalisation of the Position Description and Key Selection Criteria.
- Agree an appropriate remuneration package (including receiving tailored advice from McArthur's complimentary Remuneration Benchmarking Report).
- Identify key challenges and opportunities.
- Confirmation of competencies, attributes and success factors.
- Step-through of all stages of the selection process.
- Explanation of our search tools, mapping markets, advertising campaign and Candidate Information Pack.
- Reporting and communications.
- Psychometric appraisals and profiling.
- Review of Panel interview structure.
- Reference/background/qualification checking.

## 3.3 Process – Source

The key to candidate search is knowing the market and the best applicants to directly approach. Your candidates for this position will be discreetly sourced via a range of search tools and methods that incorporate:

- Advertising the role on:
  - SEEK
  - LinkedIn
  - Industry Websites
  - Australian Local Government Job Directory
  - McArthur Job Board
  - Port Pirie Regional Council Website
- National McArthur date base search.
- Targeted social media advertising
- Advertising through relevant industry bodies, LGA, Port Pirie Regional Council
- Sharing of the role through our LinkedIn network of over 30,000 followers.
- Asking all of our consultants and staff nationally (over 200 staff) to share the role with their followers across multiple social media platforms.
- Undertake a search through our exclusive LinkedIn recruiter licence – a private forum providing access to candidates that match the job descriptions who are passively seeking new opportunities.
- Search exercise – collaborating with our interstate consultants and networking with contacts from industry related sectors.

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### 3.3.1 Present the Opportunity

Search is essentially a process of timely assessment and commercial-in-confidence judgement calls around suitability, fit and availability. It is this process that distinguishes a traditional recruitment process, and a recruitment company, into a seasoned and respected search consultancy. We will work with Council to develop a detailed Candidate Information Pack that is made available to all interested potential applicants. The pack contains information about the process, key dates/timelines, the Position Description, Key Selection Criteria, Critical Success Factors, About Council/Operations, and About Living and Working in the Region.

### 3.3.2 Advertising

McArthur adopts a flexible approach to advertising, tailored to each client's preferences and budget. For a campaign of this scale, we would work with you to develop a national campaign to attract a broad range of applicants.

We will adopt a flexible approach to advertising tailored to each position based on Council's preference and budget. While we use the traditional search methods, we are increasing the use of industry websites and social networking sites such as LinkedIn to attract the attention of passive job seekers.

Our sourcing strategies for attracting, managing, and retaining our candidate tools include the following.




#### Online Advertising – Job Boards

McArthur utilises job boards including Seek and LinkedIn, as well as advertising all listed vacancies on our own website (www.mcarthur.com.au). However, with job boards offering lower-than-traditional fill rates in the evolving candidate market, we believe it is important to offer Council access to a breadth and diversity of sourcing channels.

#### Networks and Affiliations

McArthur have established wide-reaching networks in the business community that support candidate sourcing activities.

McArthur is a Platinum Sponsor of the Local Government Association, both in South Australia and nationally, and our consultants and directors attend all relevant conferences annually, marketing Local Government as an employment option of choice.

Within Local Government, McArthur is the only recruitment firm with Principal Sponsor status for the ALGA, LG Professionals, LGASA, LGMA, LGAQ, LGANT, AHRI and RCSA, providing us with vast networks and demonstrating our unrivalled commitment to the sector.

#### Industry Association Websites

Particularly within technical disciplines, McArthur is a consistent advocate for, and user of, industry association websites. We continually advertise for technical staff, both labour hire and permanent, on a range of technical association websites.

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### LinkedIn Recruiter

Our consultants have unparalleled access to supreme talent with LinkedIn Recruiter. This exclusive recruiting solution enables our consultants to accurately identify and reach passive candidates through direct search and inbox facilities which permit us to email candidates about job opportunities. Additionally, built-in collaboration tools enable our consultants to share client requirements and collaborate more effectively to identify and share suitable candidates even when they are not in the same office location.

### Engaging Interest and Promoting the Opportunity

Additionally (for an at cost fee), McArthur offers Council the ability to create online video marketing content, which allows you to promote the opportunity and what the region offers potential applicants looking to relocate.

Please click on the link to view a recent video of Mayor Peter Flannery from City of Moreton Bay. This video has been warmly received by candidates who welcomed the authenticity of the message:

Moreton Bay CEO Recruitment - YouTube

Alternatively, we can insert your own promotional video into online advertising and Candidate Information Packs. We have found that candidates, especially those from other states and territories value the chance to see what the region offers while contemplating relocation options.

## 3.4 Process – Screen

After the closing date for applications, a Matrix Report of all applications received will be presented to Council's representative with commentary for consideration of a longlist to be invited for first round behavioural interviews with McArthur's recruitment consultant.

A professional assessment of suitability with an agreed range of candidates for the position will be established through the interviews reflecting on a candidate's past performance. Our consultant will conduct face-to-face interviews and develop standardised, objective assessments of the qualifications, experience and personal/professional qualities of those interviewed. These will be measured against an extensive set of selection criteria that will incorporate Council's position requirements and organisational fit.

Full copies of the longlisted candidate's CV's, Selection Criteria response, our evaluation notes and recommendations will be included in our report provided to you prior to the shortlisting process.

Together, we will then collaborate to discuss shortlist recommendations and settle on which candidates will be invited to interview with Council's Panel representatives. At this stage, we will also provide support to candidates by outlining timeframes, explaining the selection process and providing advice on interview preparation and performance.

## 3.5 Process – Select

We will undertake all coordination and support for the interview process including:

- Providing advice and support to Council's interviewers including preparation of interview questions.
- Developing and providing all printed materials for Council and shortlisted candidates.
- Providing detailed interview schedules for Council and coordinate interview schedules for candidates.
- Arranging travel for candidates, if required.
- Conducting psychometric profiling if requested. Refer to **Appendix One** for more details.
- Adhering to timeframes and fixed deadlines as defined by our recruitment campaign process and Council's requirements.
- Conducting quality reference checking/qualification verification.
- Assisting Council with remuneration negotiation if required.
- Notifying all unsuccessful candidates.
- Final selection reports at the conclusion of each process.

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## 3.6 Indicative Timeline for Delivery

McArthur can work within the Port Pirie Regional Council's prescribed timeline.

The following timeline is indicative of the timeline that will be tailored to your needs.

| Activity | Week 1 | Week 2 | Week 3 | Week 4 | Week 5 | Week 6 | Week 7 | Week 8 |
|---|---|---|---|---|---|---|---|---|
| Panel workshop with McArthur to establish the criteria of the role | ♦ | | | | | | | |
| Prepare and go live with advertising campaign | ♦ | ♦ | | | | | | |
| Search campaign begins, including targeted head hunting | | ♦ | ♦ | | | | | |
| Advertising closes, and a full long list is provided to the Panel | | | | ♦ | ♦ | | | |
| Meeting with the Panel to agree on shortlist of candidates to be interviewed | | | | | | ♦ | | |
| Formal Panel Interviews with Council to take place and reference checking | | | | | | | ♦ | |
| Finalise offer and negotiation with preferred candidate | | | | | | | | ♦ |

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# 4. Fee Proposal



Our experience has shown that our clients prefer to have a fixed fee quoted so they know accurately, at the outset, the extent of the charges involved. This certainty also ensures we are focused on delivering best value for Port Pirie Regional Council.

## 4.1 Fees Payable for Recruitment Services

| Description | Fee, excluding GST |
|---|---|
| **Chief Executive Officer**<br>Inclusive of all online advertising and Psychometric testing of preferred candidate 15FQ+ (Appendix One). | $12,000 |

### 4.1.1 Exclusions

- Print media advertising (if required, McArthur will quote a discounted price at cost)
- Consultant travel expenses

## 4.2 Schedule of Milestone Payments

30% – Due at the time McArthur is retained for the specific assignment

40% – Due on acceptance of short-listed candidates

30% – Due on candidate acceptance of the offer of employment

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## 4.3 Commitment to Service Guarantee

McArthur offers a replacement guarantee of 12 months for the Chief Executive Officer position. Under this agreement, we undertake to make a suitable replacement if the appointed candidate, for any reason, leaves the position within the guaranteed period from appointment, without further charge other than advertising expenses that may be incurred (subject to your approval) in the replacement process. McArthur's free replacement is subject to all invoices being paid in full.

## 4.4 Conflict of Interest

McArthur has identified no conflict of interest in acceptance of this assignment, if successful.

The contents of this proposal remain valid for a period of 90 days after submission date.

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# 5. Referees



We welcome you to contact our referees to discuss recruitment services we've provided previously.

| Council | Name | Phone Contact |
|---|---|---|
| District Council of Kimba - Mayor<br>Former LGA SA - President | Dean Johnson | 0427 619 815 |
| Rural City of Murray Bridge - Mayor | Wayne Thorley | 0429 347 402 |
| Wakefield Regional Council – Mayor | Rodney Reid | 0438 280 589 |
| Town of Walkerville - Mayor | Melissa Jones | 0419 998 379 |

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# APPENDIX ONE - Psychometric Profiling

Psychometric profiling is conducted on all shortlisted candidates (if requested). McArthur consultants will manage this process and will work with the Panel to select an appropriate combination of assessments for the specific appointment.

## 15FQ+

The 15FQ+ measures the fundamental building blocks of personality. These provide insight into how people typically think, feel and interact in ways that may be productive or counter-productive for your organisation.

For example, the 15FQ+ can identify people who:

- Crack under pressure
- Lack motivation and drive
- Create conflict and discord
- Are insubordinate and defiant
- Avoid decisions
- Are rule breakers
- Obstruct change
- Are careless and error prone
- Are cold and callous
- Are needy and dependent
- Are culturally insensitive
- Are hostile and suspicious
- Cope well with pressure
- Are self-starters
- Resolve disagreements
- Are team players
- Are decisive and action-orientated
- Are diligent and compliant
- Embrace change
- Are attentive to detail
- Are participative and engaging
- Are confident and self-assured
- Are culturally sensitive
- Are open and accepting

Having been completed by hundreds of thousands of people worldwide, the 15FQ+ is supported by an extensive evidence base attesting to its reliability, validity and culture fairness.

It provides an in-depth assessment of a person's strengths and development needs and is a powerful tool enabling you to select the right person for key position in your organisation.

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# APPENDIX TWO – Diversity and Inclusion Policy

McArthur
Best people fit. Making a difference.

## Diversity and Inclusion Policy

### Purpose

This policy outlines McArthur's commitment to providing a workplace that embraces workplace diversity and inclusion.

### Scope

This policy applies to all operations and services that McArthur has direct responsibility and control over.

### Responsibilities

**The Chief People Officer (CPO) is responsible for:**

- Ensuring the Policy is implemented fairly and consistently across McArthur
- Ensuring this Policy is communicated to Managing Directors, Senior Managers and Divisional Managers of McArthur
- Ensuring that adequate and effective risk management practices and controls have been implemented
- Making the final decision as to whether suppliers are used.

**Directors and Managers are responsible for:**

- Ensuring their employees follow McArthur Policies and Procedures, Code of Conduct and their Contract of Employment
- Setting local targets and ensuring each McArthur branch implements best practice and policy requirements on a local level
- Promptly reporting all instances of concerns to the CPO.

**Employees are responsible for:**

- Adhering to all McArthur Policies, Procedures and Code of Conduct
- Upholding McArthur values at all times
- Respecting individual differences and treat all people with dignity
- Contributing to the creation of an inclusive workplace environment that values and utilises the input of all people with diverse backgrounds, experiences and perspectives
- Being aware of their responsibilities under the P.HR.002 Bullying and Harassment Policy and how they relate to the principles of diversity and inclusion.

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## Definitions

| Term | Definition |
|---|---|
| **Diversity** | Diversity includes characteristics such as age, ethnicity, culture, intellectual and/or physical ability, cultural background, sexual orientation, gender identity or intersex status.<br><br>Diversity also refers to less visible aspects such as education, socioeconomic background, faith, marital status, family responsibilities, thinking styles, experience and work styles. |
| **Employee** | Any person employed by McArthur to work in a permanent, temporary, casual or contractual capacity. |
| **Capability Framework** | A program used by McArthur to understand the unique skills, behaviour, competencies and knowledge required at each employee level across the organisation. The Framework shapes recruitment, development, career planning and performance measurement. |
| **Inclusion** | Inclusion is the way an organisation's culture, values, workplaces and behaviours make a person feel valued, included and able to participate fully. It relates to a work environment where all people are treated fairly and respectfully, whilst respecting differences in people. |

## Policy

McArthur is committed to building an inclusive, culturally capable and diverse workforce that reflects the communities we serve.

This policy is supported by McArthur's values and the goal of creating an inclusive culture that promotes the performance and wellbeing of our employees irrespective of family responsibilities, marital status, age, disability, race, religion, political beliefs, culture, gender identity or sexuality.

McArthur is committed to eliminating unlawful discrimination, workplace bullying, sexual harassment and victimisation through modelling inclusive leadership, and promoting an inclusive and respectful workplace culture. This policy is supported by the P.HR.002 Bullying and Harassment Policy and P.HR.001 Equal Employment Opportunity Policy.

## Principles

**McArthur values diversity and inclusion as a key people management priority**

Embracing a workplace culture of diversity and inclusion is not only the right thing to do - it enables employees to feel safe and valued which leads to greater employee engagement, satisfaction, innovation and productivity.

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**Our employees are able to participate fully and be the best they can be**

We embrace the unique diversity, skills and qualities of our employees to assist us in developing a safe, equitable, culturally appropriate and inclusive working environment. We strive for excellence, for inclusive workplaces and to be an 'employer of choice' across Australia.

**Our employees are treated fairly and with respect**

We treat everyone fairly and equitably and we acknowledge our employees have a wealth of knowledge, skills and capabilities. We consistently demonstrate appropriate workplace behaviours. We listen, engage, and understand our employees and respond appropriately to their individual needs and changing circumstances.

**We are all responsible for workplace diversity and inclusion**

The building and modelling of positive, respectful and inclusive behaviour, and the valuing of diversity and diversity of opinions within our workforce, is vital to ensuring a constructive workplace culture. Workplace diversity and inclusion is everybody's responsibility and all employees should understand and be committed to the role they play.

**We support a values led culture**

McArthur is committed to living by our values. Our values: we care deeply, we are real, we connect, we are expert, we enjoy, guide and shape our actions. We look to each and every one of our employees to positively add to our culture and demonstrate their commitment to our values every day.

**We are accountable and monitor and measure performance**

Executives and Managing Directors are accountable for diversity and inclusion outcomes through the Capability Framework. Leaders will demonstrate commitment to achieving outcomes through promoting and reinforcing positive inclusive behaviours and through workplace diversity inclusion monitoring and reporting through internal audit programs.

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## Relevant Legislation

*Australian Human Rights Commission Act 1986 (Cth)*
*Racial Discrimination Act 1975 (Cth)*
*Sex Discrimination Act 1984 (Cth)*
*Workplace Gender Equality Act 2012 (Cth)*
*Workplace Health and Safety Act 2011(Cth)*
*Age Discrimination Act 2004 (Cth)*
*Disability Discrimination Act 1992 (Cth)*
*Fair Work Act 2009 (Cth)*
*Discrimination Act 1991 (ACT)*
*Anti-Discrimination Act 1977 (NSW)*
*Anti-Discrimination Act 1996 (NT)*
*Anti-Discrimination Act 1991 (QLD)*
*Equal Opportunity Act 1984 (SA)*
*Anti-Discrimination Act 1998 (TAS)*
*Equal Opportunity Act 2010 (VIC)*
*Equal Opportunity Act 1984 (WA)*

# APPENDIX THREE – Quality Management System Certification



intertek SAI GLOBAL

## CERTIFICATE OF REGISTRATION

**This is to certify that the management system of:**

**McArthur**

ABN 97 007 895 703

**Trading as**

**McArthur (SA) Pty Ltd**
ABN 97 007 895 703

**McArthur (NSW) Pty Ltd**
ABN 26 078 078 298

**McArthur (Qld) Pty Ltd**
ABN 51 078 078 341

**McArthur (Vic) Pty Ltd**
ABN 75 008 186 383

Main Site: Level 12, 101 Grenfell Street, Adelaide, South Australia, 5000, Australia

See appendix for additional sites and additional site scopes

**has been registered by INTERTEK SAI Global as conforming to the requirements of:**

**ISO 9001:2015**

**The management system is applicable to:**

Permanent staff recruitment, temporary staffing, executive contracting, human resource and management consultancy services and provider of health support staff and services

**Certificate Number:**
QEC4326

**Initial Certification Date:**
23 October 1995

**Date of Certification Decision:**
15 July 2024

**Issuing Date:**
16 July 2024

**Valid Until:**
23 July 2027

Certified System JAS-ANZ ISO 9001

**Calin Moldovean**
President, Business Assurance

SAI Global Certification Services Pty. Ltd.
Level 7, Suite 7.01
45 Clarence Street
Sydney NSW 2000
Australia

In the issuance of this certificate, INTERTEK SAI Global assumes no liability to any party other than to the Client, and then only in accordance with the agreed upon Certification Agreement. This certificate's validity is subject to the organization maintaining their system in accordance with INTERTEK SAI Global requirements for systems certification. Validity may be confirmed via email at certificate.validation@intertek.com or by scanning the code to the right with a smartphone. The certificate remains the property of INTERTEK SAI Global, to whom it must be returned upon request.

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# APPENDIX FOUR – Environmental Management Policy




## Environmental Management Policy

### Introduction

McArthur is committed to integrating environmental sustainability into all aspects of our operations. We acknowledge our responsibility to minimise our environmental footprint and support the broader global effort to address climate change. This policy outlines our strategies for environmental management, ensuring compliance with relevant Australian climate legislation, and embedding sustainable practices into our business operations.

### Purpose

This policy's purpose is to implement best practices for the disposal, reuse, and recycling of consumables and the management of energy and water usage within McArthur offices. It aims to guide our employees in making environmentally responsible decisions and fostering a culture of sustainability within our organisation.

### Scope

This policy applies to all operations and assets of McArthur over which the business has direct responsibility and control. It includes guidelines to ensure that McArthur employees consider environmental responsibility as a factor when making purchasing decisions and executing day-to-day activities.

### Responsibilities

**CEO**:

- Ensures the policy is implemented fairly and consistently across McArthur.
- Communicate the policy to Managing Directors, Senior Managers, and Divisional Managers.
- Oversees the implementation of effective risk management practices and controls.
- Makes final decisions on the use of suppliers.

**Managers**:

- Ensure employees follow McArthur Policies and Procedures, Code of Conduct, and their Contracts of Employment.
- Set local targets and ensure each McArthur branch implements best practice and policy requirements at a local level.
- Promptly report all instances of environmental concerns to the CEO.

**Employees**:

- Adhere to all McArthur Policies, Procedures, and Code of Conduct.
- Uphold McArthur Values at all times.

### Policy Statement

McArthur's Environmental Management Policy aims to contribute towards effective environmental management through:

- Compliance with all relevant government policies and legislation, including the Climate Change Act 2022.
- Promotion of sustainable practices by:
  - Considering goods and services that can be manufactured, used, and disposed of in an environmentally responsible manner.
  - Preferring products with a high recycled content.

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P.OPS.004, Version 3, 10/7/2024

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- Specifying items that can be recycled or reused.
- Assessing the energy usage and cost of operating equipment prior to purchase.
- Favouring suppliers committed to environmental improvement.
- Considering "whole life" costs and impacts when assessing equipment for purchase.

## Action Plan

McArthur adopts the philosophy of 'rethink, reduce, reuse, repair, recycle' to:

- Identify and manage environmental risks and opportunities.
- Collaborate with employees, clients, suppliers, and other interested parties to refine work practices and operations to best practice standards.
- Incorporate best practice environmental management into core business plans and management practices.
- Regularly monitor and report on environmental performance.
- Minimise or eliminate negative environmental impacts and resource use while maximising positive environmental impact.
- Actively promote and encourage the adoption of ecologically sustainable work practices and operations within the organisation.

## Practical Implementation

Our environmental management translates into practical, day-to-day behaviours, including:

- Switching off lighting, air-conditioning, computers, and office equipment after hours.
- Reusing office supplies such as paper, folders, and paperclips.
- Providing central and desk-side recycling bins for paper and other waste.
- Purchasing and using recycled paper and products where possible.
- Reducing office paper use through electronic files and double-sided printing.
- Utilising email and intranet facilities to communicate internal corporate information.
- Using data projectors at meetings instead of distributing hard copy documents.
- Limiting corporate travel through teleconferencing and online meetings where practicable.
- Collaborating with building managers and cleaners to ensure efficient maintenance of taps, toilets, and air-conditioning.
- Ensuring effective maintenance of office dishwashers, taps, appliances, and equipment.
- Encouraging the use of reusable crockery and cutlery over disposable products.
- Purchasing catering consumables in bulk to reduce waste.

## Travel Management

- **Minimising Travel:** Limit corporate travel by using teleconferencing, videoconferencing, and other digital communication tools for meetings and training where possible.
- **Optimising Travel:** When travel is necessary, plan trips to minimise the frequency of travel and combine multiple meetings or site visits in a single trip where feasible.
- **Choosing Sustainable Transport:** Prioritise the use of public transport, carpooling, or eco-friendly vehicle options. For long-distance travel, consider alternatives to air travel when practical.



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- **Encouraging Sustainable Behaviour:** Provide guidance to employees on sustainable travel options and encourage the use of bicycles, walking, or public transport for commuting to work.

## Compliance

McArthur will comply with the following climate-related legislation as it pertains to our operations: Particularly the Climate Change Act which sets out a long-term framework for Australia's response to climate change, including emissions reduction targets and adaptation measures.

## Review

This policy will be reviewed annually to ensure it remains current and relevant. Reviews will consider legislative changes, advancements in environmental management practices, and feedback from stakeholders.

## Endorsement

This policy is endorsed by the CEO and senior management team of McArthur, reflecting our commitment to environmental sustainability and compliance with relevant legislation. This endorsement ensures that environmental management is integral to our corporate strategy and operational practices.

## References

- Climate Change Act 2022
- ISO 14001:2015 Environmental Management Systems

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# APPENDIX FIVE – Insurance

## Certificate of Currency

about UNDERWRITING

This Certificate confirms that the undermentioned Policy is effective in accordance with the details shown below. The information provided is a summary only. For full details of all applicable terms, conditions, exclusions and definitions that may affect the cover, please refer to the full Policy documentation.

| | |
|---|---|
| **Date of Issue:** | 19 February 2025 |
| **Class of Insurance:** | General and Products Liability & Professional Indemnity |
| **Policy Number:** | REC 24 000096 |
| **Named Insured:** | McArthur (NSW) Pty Ltd (ABN 26 078 078 298), McArthur (QLD) Pty Ltd (ABN 51 078 078 341), McArthur (SA) Pty Ltd (ABN 97 007 895 703), McArthur (VIC) Pty Ltd (ABN 75 008 186 383), Medstaff Caring Pty Ltd (ABN 73 008 177 464), McArthur (Western Australia) Pty Ltd (ABN 60 079 054 863) Trading as McArthur |
| **Business Activities:** | Placement of permanent employees, on hired employees and on hired contractors, training and induction, employment consulting services and other recruitment and workforce services. |
| **Period of Insurance:** | From: 4.00 pm on 13/02/2025<br>To: 4.00 pm on 13/02/2026<br>Local Standard Time at the **insured's** head office. |
| **General and Products Liability:** | |
| **Limit of Liability:** | **General Liability (Public Liability & Advertising Injury)**<br>**$20,000,000** in respect of any one claim or series of claims arising out of any one occurrence.<br>**Products Liability**<br>**$20,000,000** in respect of any one claim or series of claims arising out of any one occurrence and in the aggregate during any one period of insurance. |
| **Professional Indemnity:** | |
| **Limit of Liability:** | **$20,000,000** any one claim and in the aggregate during any one period of insurance. |
| **Security:** | Certain Underwriters at Lloyd's |

This Policy is current as shown in the Period of Insurance details above unless it is cancelled in the meantime.

**Signed on behalf of the underwriter(s):**

**Name:** Liz Peach **Title:** Portfolio Manager **Date:** 19 February 2025

about | **UNDERWRITING** | ABN: 78 608 848 479 | AFSL: 483210
Suite 304/546 Collins Street, Melbourne, VIC 3000 | PO Box 16106, Collins Street West, Melbourne, VIC 8007
**Web:** aboutunderwriting.com | **Office:** 03 9998 9080

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Perks
People
Solutions

Port Pirie
Regional Council

# PROPOSAL TO

# PORT PIRIE REGIONAL COUNCIL

# CEO EXECUTIVE SEARCH & RECRUITMENT SERVICES

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## PROPOSAL

We understand you are seeking an experienced recruitment partner to assist with the appointment of your Chief Executive Officer (CEO) for the Port Pirie Regional Council. Our team pride themselves on providing a business-partner approach to truly understand the requirements, objectives and the wider impact of the role for the Council.

With well-developed relationships within Local Government, a strong understanding of the challenges facing the sector and a commitment to results, Perks People Solutions (PPS) is well-placed to undertake this important recruitment campaign. For this role, the PPS team will work together with the Port Pirie Regional Council to find a suitable shortlist of candidates.

The process will be lead by Director, Matt Hobby. If our proposal is successful, we can commence recruitment of this role immediately and work to the Council's required timeframe. Below is our quote for the provision of an end-to-end recruitment and search process to secure the most suitable candidate for your business.

| | | |
|---|---|---|
| 1. | **Company Details** | Matthew Hobby<br>Director<br><br>Perks People Solutions Pty Ltd |
| | **ABN** | 90 624 084 984 |
| 2. | **Contact Person** | Matthew Hobby<br>Director |
| 3. | **Registered Address** | Level 6, 81 Flinders Street Adelaide 5000 |
| 4. | **Postal Address** | Level 6, 81 Flinders Street Adelaide 5000 |
| 5. | **Telephone** | 08 8273 9385 |
| 6. | **Email** | mhobby@ppsconsulting.com.au |

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## COMPANY PROFILE AND EXPERIENCE

**Perks People Solutions**

As a specialist provider of both HR and Recruitment Services to the Local Government sector, Perks People Solutions are proud of the impact that we have had on the sector and the communities that the Councils serve.

Our team have successfully recruited more than 100 executive/management roles in Local Government including facilitating the CEO recruitment process over 35 times for Councils across the metropolitan area and regional South Australia.

In addition to this our understanding of the Local Government sector stems from other services that we have delivered for Councils including;

- The facilitation of CEO Performance Reviews and Director/ General Manager Performance Reviews
- Acting as the Human Resources function for four Councils
- Delivery of Organisational Development projects including; Elected Member Workshops on Respectful Behaviours, Values and Behaviours Workshops, Employee Engagement Surveys, Workforce Reviews, Learning & Development programs, Performance Development programs and Gender Equity, Diversity & Inclusion strategies.

**What Makes us Specialists?**

- A genuine partnership approach to understand your needs and secure the best leader for your Council.
- Trusted source of Executive candidates for Local Government with well-developed market knowledge.
- Robust methodology and state of the art systems to support effective candidate and campaign management.
- Customised marketing and promotional materials to help your opportunity stand out in a crowded job market.
- Over 30 years combined experience in Executive recruitment, including a dedicated Executive Search Specialist that supports proactive head-hunting.

**Senior Leadership Roles that Perks People Solutions have recruited include:**

- Chief Executive Officer | **Alexandrina Council**
- Chief Executive Officer | **Town of Gawler**
- Chief Executive Officer | **District Council of Cleve**
- Interim Chief Executive Officer | **City of Prospect**
- Director Community Development | **City of Port Adelaide Enfield**
- Director Corporate & HR | **Port Augusta City Council**
- Director Corporate Services | **Clare & Gilbert Valleys Council**
- Director Infrastructure & Regulatory Services | **District Council of Mount Remarkable**
- Director Infrastructure & Environmental Services | **Renmark Paringa Council**
- General Manager Community Development **| Rural City of Murray Bridge**
- General Manager Corporate Services | **City of Playford**
- General Manager Corporate Services **| Berri Barmera Council**
- General Manager Infrastructure, Environment & Regulatory Services **| Berri Barmera Council**

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## PROPOSED RECRUITMENT STRATEGY

**Job Brief and Timeline**

***Full Assignment Brief & Review and Development of the Position Description***

We will facilitate a meeting with the relevant CEO Selection Committee Panel to gain a strong understanding of the skills, behaviours, values and experience required by the ideal candidate. Our team will work with you to develop the key selection criteria which will be used in assessing candidate applications.

At this meeting, the Position Description and key selection criteria will be finalised and utilised to promote your job opportunity and form part of the assessment process for candidate applications.

**Executive Search**

***Our Approach***

Our Executive Search Specialist and your Consultant will map the candidate and client market and establish a list of possible targets. If the Port Pirie Regional Council has proactively identified their own candidates, our team can approach them on your behalf and act as the intermediary between both parties.

PPS utilises the latest search tools and technology to identify active and passive candidates, and also has an extensive executive candidate network that can be accessed for referrals and recommendations.

Our approach for communicating with candidates involves phone, video conferencing and face-to-face meetings, always maintaining candidate confidentiality throughout the process.

**See Appendix 1** – *"Why Executive Search Works"* for further information on our approach.

**Candidate Attraction Strategy**

***Candidate Management & Sourcing***

We use SEEK and LinkedIn to advertise the role plus other online Job Boards. The role will also be showcased on the PPS website - https://www.ppsconsulting.com.au/

PPS will also highlight the opportunity as a separate post on the PPS LinkedIn page and will tag your business in this post it can be shared.

All formal applications will be managed by PPS' Candidate Management System and candidates will be regularly communicated with throughout the recruitment process.

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**Customised Website (Featured Site) ***

- Perks People Solutions will develop a custom website to showcase the Port Pirie Regional Council and the role.
- The custom website also serves as an important marketing and branding resource for your Council and will help your opportunity stand out from others.
- We can also share relevant information with the Selection Panel regarding the number of website visitors, page views and downloads.

**Additional cost applies*

**Interviews, Candidate Checks & Offer Management**

***Presentation of Recommended Candidates***

PPS will assess potential candidates' skills and experience against the agreed Key Selection Criteria and will recommend preferred candidate/s for panel interviews. All supporting material including summary reports and application details will be provided to ensure you can make a final decision.

**Selection Interviews**

PPS can develop the interview questions and/or a presentation topic to ensure that they align with the Job and Person Specification and the agreed Key Selection Criteria.

One of our experienced team members will facilitate the Selection Panel interviews, prepare the interview guides and host the interviews on our premises to ensure the confidentiality of all candidates.

**Candidate Checks**

PPS can perform background checks against the selected candidates, including:

- *Reference Checks*

PPS to undertake two Reference Checks for shortlisted candidates with summary reports provided

- *Social Media/Digital Footprint Assessment*

PPS will investigate and report on the shortlisted candidates Digital Footprint as any recommended candidates should have a clean, ethical and professional profile (additional fee per candidate applies).

- *Saville Wave Assessment*

PPS can facilitate psychometric and aptitude testing using Saville Wave Assessment for selected candidates and produce summary reports and recommendations (additional fee per candidate applies).

See Appendix 2 – *"Benefits of Saville Assessment"* for further information.

**Offer Management and Acceptance**

PPS can manage the offer and acceptance process on your behalf. We'll assist in the creation of the letter of offer and drawing up an employment contract should it be required. ***Please note:*** *this is an additional cost.*

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## KEY PERSONNEL

| Name | Role & Biographical Profile |
|---|---|
| **Matthew Hobby, Director**<br> | Matthew has been an executive recruiter and business manager for over 23 years, developing his skills both locally and internationally. He has a genuine interest in helping leaders navigate the future of work and assisting them to adapt to increase productivity and engagement.<br><br>Over Matthew's career, he has worked on behalf of some of the world's leading brands and organisations and has an in-depth understanding of how to attract and retain the people who have a considerable impact on the business they lead.<br><br>In addition to recruitment, Matthew has also delivered and managed HR Consulting Services for SME's and worked with the leadership of large organisations to better align people with their strategic plan and values. |

## COMMUNICATION AND COLLABORATION

**Summary of Key Meetings of the Selection Panel**

The actions we will take in relation to the recruitment process along with the associated recommendations are listed below:

| Action | Recommended Meeting Format |
|---|---|
| Job Brief - detailed specification for the role<br>This will include:<br>• Organisation description<br>• Organisation chart<br>• Job description<br>• Key performance indicators<br>• Person specification<br>• Conditions of employment (likely salary level and any contractual conditions) | Online |
| Confirmation of Advertising and Marketing Strategy | Online |
| Presentation of Longlist | Online |
| Presentation of Shortlist | Online |
| Panel Interviews | Onsite at Perks People Solutions or Council |
| Reference Checking & Psychometric Tests | Online |
| Formal Presentations by Successful Candidate to Council | Online |

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## FEE PROPOSAL

The fee for the recruitment of this role with the Port Pirie Regional Council has been calculated on a flat fee basis.

Any additional fees such as Background Checks and Psychometric/Aptitude testing will be agreed with the client prior to proceeding.

*Please note that the Stage 1 and Stage 2 are non-refundable as per Clause 14 in our Terms of Business.*

**Guarantee Period**

PPS guarantees the performance of the successful candidate for a period of 6 months from the date the candidate commences employment with the Port Pirie Regional Council.

This fee will be invoiced at various stages of the consulting process outlined below:

| Recruitment Fees | Fixed Price (ex GST) | GST Component | Total Fixed Price (incl. GST) |
|---|---|---|---|
| Stage 1: Acceptance of Assignment | $6,000 | $600 | **$6,600** |
| Stage 2: Presentation of Shortlist | $6,000 | $600 | **$6,600** |
| Stage 3: Acceptance of Offer | $6,000 | $600 | **$6,600** |
| **Total** | **$18,000** | **$1,800** | **$19,800** |

Commented [MH1]: @Hannah Allotey-Annan can you add in a total

| Advertising Fees | Fixed Price (ex GST) | GST Component | Total Fixed Price (incl. GST) |
|---|---|---|---|
| Seek Advertisements (Branded) | $300 | $30 | **$340** |
| LinkedIn Advertisement (Branded) | $350 | $35 | **$385** |
| **Total** | **$650** | **$65** | **$725** |

| Optional Psychometric Assessments | Fixed Price (ex GST) | GST Component | Total Fixed Price (incl. GST) |
|---|---|---|---|
| Customised Website (Featured Job Site) ***Optional*** | $500 | $50 | **$550** |
| Saville Wave & Aptitude (per assessment) ***Optional*** | $610 | $61 | **$671** |

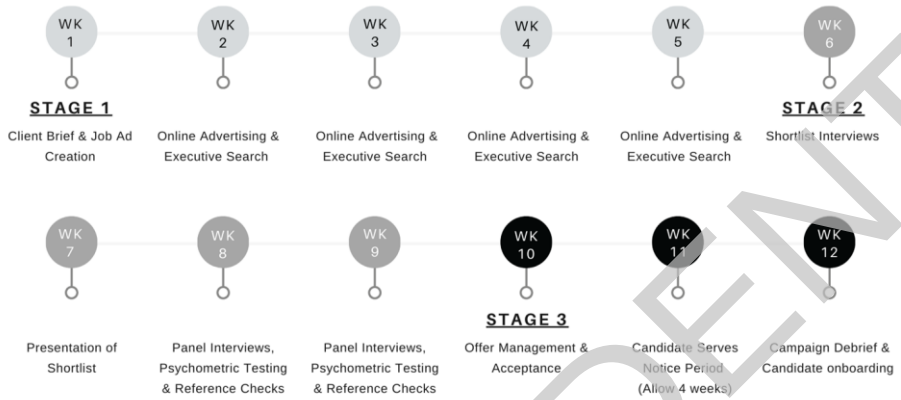
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## TIMELINE AND CAPACITY

**Creation of Timeline**

We will work with you to establish the recruitment timeline for key milestones in the campaign. Most campaigns typically take 12 weeks; however, this can be expedited as needed to meet the needs of the Port Pirie Regional Council.

**Please note** timeframes may be subject to change due to outside influences such as Candidate and Selection Panel Committee availability.




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## REFERENCES

The table below provides details of relevant work (within the last 18 months) undertaken by Perks People Solutions and details of referees who can attest to that work.

| Client | Location | Nature of Work | Referee (current phone number, contact name and email address) |
|---|---|---|---|
| Alexandrina Council | Goolwa, SA | CEO Recruitment | Mayor Keith Parkes, 0408 818 663, keith.parkes@alexandrina.sa.gov.au |
| Town of Gawler | Gawler, SA | CEO Recruitment | Deputy Mayor Nathan Shanks, 0447 680 779 Cr.Shanks@gawler.sa.gov.au |

## INSURANCES

Details of insurance to provide cover for the services.

| Insurance type | Policy no | Extent of cover | | Expiry date | Name of insurer |
|---|---|---|---|---|---|
| | | Per incident $A | In aggregate $A | | |
| Public and products liability | AUBP012824 | $20,000,000.00 | $20,000,000.00 | 30/06/2025 | CHUBB |
| Professional indemnity | BZF2017020 | $10,000,000.00 | $10,000,000.00 | 30/06/2025 | AIG |
| Return to Work | 29280606 | - | - | 30/06/2025 | Return to WorkSA |
| Cyber Liability | ESM0039997449 | $5,000,000.00 | $5,000,000.00 | 30/06/2025 | Honan |

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**MINUTES OF THE CHIEF EXECUTIVE OFFICER SELECTION PANEL (COMMITTEE) MEETING HELD ON WEDNESDAY 2 JULY 2025 IN THE MAYOR'S OFFICE, PORT PIRIE REGIONAL COUNCIL ADMINISTRATION OFFICE, 115 ELLEN STREET, PORT PIRIE AT 4.47 PM.**

**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 (Chair) and Crs M Hopgood and L Peters

1.2 Apologies

Nil

1.3 Leave of Absence

Nil

1.4 Non Attendance

Nil

## 2.0 CONFIRMATION OF MINUTES OF LAST MEETING

2.1 Chief Executive Officer Selection Panel Meeting held 23 June 2025

**MOVED Cr Peters SECONDED Cr Hopgood**

**CSP07/25 That the Minutes of the Chief Executive Officer Selection Panel meeting held on 23 June 2025 be received and confirmed.**

**CARRIED**

## 3.0 BUSINESS ARISING FROM MINUTES

Nil

## 4.0 DECLARATIONS OF INTERESTS

Nil

## 5.0 REPORTS / ITEMS FOR CONSIDERATION OF CONFIDENTIALITY

5.1 Chief Executive Officer Recruitment Proposals
Pursuant to Section 90(3)(k)

**MOVED Cr Hopgood SECONDED Cr Peters**

**CSP08/25 Pursuant to Section 90(2) & (3)(k) of the *Local Government Act 1999*, the Council orders that the public, with the exception of the Executive Assistant (minutes) be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Chief Executive Officer Recruitment Proposals to enable the Committee to consider this item 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 information or matters relating to Item 5.1 which are proposals for the provision of services, the disclosure of which would be unreasonable as the proposals contain commercial in confidence information.**

CONFIDENTIAL

**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**

**MOVED Cr Hopgood SECONDED Cr Peters**

**CSP09/25 That the Panel recommend to Council that LG Talent be engaged for the recruitment of a Chief Executive Officer.**

**CARRIED**

**MOVED Cr Peters SECONDED Cr Hopgood**

**CSP10/25 That upon consideration by Council and endorsement of the above recommendation, the Executive Assistant send a letter to:**

1. **the successful consultant advising of the Panel's acceptance of their proposal and inviting the consultant to attend a face-to-face meeting with the Panel to discuss the process; and**
2. **the four unsuccessful recruitment consultants thanking them for their expression of interest and advising the outcome of their proposal.**

**CARRIED**

Section 91(7) Order

**MOVED Cr Peters SECONDED Cr Hopgood**

**CSP11/25 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 5.1 Chief Executive Officer Recruitment Proposals shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Section 90(2) & (3)(k) of the Act on the grounds that the documents relate to proposals for the provision of services, the disclosure of which would be unreasonable as the proposals contain commercial in confidence information.**

**This order shall operate for a period of six (6) months or until an agreement is finalised.**

**Pursuant to Section 91(9)(c) of the *Local Government Act 1999*, the Council delegates to the Chief Executive Officer (or their 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**

**MOVED Cr Peters SECONDED Cr Hopgood**

**CSP12/25 That the Executive Assistant liaise with Deirdre Albrighton of Albrighton Consulting regarding her offer to act as a qualified independent person on the interview panel and to provide a quote to the Panel to undertake this role.**

**CARRIED**

**6.0 NEXT MEETING:** To be determined.

**7.0 CLOSURE:** 5.20pm

_____

**CHAIRPERSON**

CONFIDENTIAL

# SPECIAL MEETING OF COUNCIL

# 3 July 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**
2 July 2025

# AGENDA

**1 Items for Consideration as to Confidentiality ..... 3**

1.1 RFQ for Replacement of Administration Based Vehicle ..... 3

# 1 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

## 1.1 RFQ FOR REPLACEMENT OF ADMINISTRATION BASED VEHICLE

**Author:** **Peter Ackland, Chief Executive Officer**

| | | | | |
|---|---|---|---|---|
| **Timeframe**: | 2024/25 year budget carryover | | | |
| **Budget Impact:** | Costs can be contained in the 2024/25 vehicle / machinery replacement budget (carry over) | | | |
| **Risk Assessment:** | **Primary Risk Type(s):** | | Financial / Infrastructure | |
| | **Inherent Risk:** | **Likelihood** | **Consequence** | **Rating** |
| | | Likely | Insignificant | Low |
| | **Controls:** | ▪ Plant replacement program in place<br>▪ Seek quotes and provide report to Council regarding impact of current policy and seek decision | | |
| | **Residual Risk:** | Possible | 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 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.**

**That for the reasons contained in the agenda report, Council award Clare Valley Toyota:**

- **the supply of one (1) Toyota Hilux 4X4 48 Volt Hybrid in accordance with the documents submitted in response to Request for Quote for Vehicle Replacement for the amount up to $57,536 (including GST); and**
- **the trade of current vehicle for the trade in value of $16,000.**

**EXECUTIVE SUMMARY**

A Request for Quote process has been conducted to replace the vehicle provided to the Director Development and Regulation 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 |
|---|
| Director Development and Regulation, Depot Supervisor |

## 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 Development and Regulation).

Council has allocated funds 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 four vehicle suppliers, one located within the Council area and three in close proximity to the Port Pirie Regional Council area. One supplied declined to provide a quotation.

The request sought quotations for the supply of like vehicles, and also an option for a 4 x 4 model, as well as trade in of the current Ford Ranger 4 x 2

At the closing time of quotes submissions were received as follows:

| Respondent | Quoted Price (including GST) | Trade-In Value Offered | Net Adjusted Purchase Price (including GST) |
|---|---|---|---|
| Clare Valley Toyota<br>Hilux SR 4X4 | $54,800.00 | $16,000 | $38,800 |
| Clare Valley Toyota<br>Hilux SR 4X2 | $48,887 | $16,000 | $32,887 |
| Clare Valley Toyota<br>Hilux 4X4 48 Volt | $57,536 | $16,000 | $41,536 |
| Spencer Motor Co<br>GWM Cannon 4 x 4 | $45,924 | $14,000 | $31,924 |
| Augusta Ford<br>Ranger 4X4 2.2 litre | $56,980 | $16,5000 | $40,480 |
| Port Augusta Toyota<br>Hilux SR 4X2 | $50,371 | $14,500 | $35,871 |
| Port Augusta Toyota<br>Hilux SR 4X4 | $56,875 | $14,500 | $42,375 |
| Port Augusta Toyota<br>Hilux 4X4 48 Volt | $57,583 | $14,500 | $43,083 |

**NB:** these figures are shown including GST due to the calculations required for total vehicle delivery and the trade-in value implications.

## CONSIDERATIONS

In relation to the quotations received, the following considerations were undertaken in preparing the recommendation as contained in the report, with the Depot Supervisor providing his assessment and knowledge to the following comments:

- Whilst the GWM Cannon is the lowest priced vehicle, Council has only recently purchased two of this vehicle make for replacement of other vehicles and has not had the benefit of full knowledge of whole of life cost, particularly the residual value of the vehicle upon trade in. Information on the operation of the two vehicles to date is that they are well appointed and drive well.
- Whilst 4 x 2 vehicles are serviceable and meet the majority of need of the Council, they do not appear to hold their value to the same degree as 4 x 4 equivalent, with advice from the dealers being that the 4 x 2 market is more limited than the 4 x 4, as evidenced by the trade in values offered for this vehicle.
- In the opinion of the Depot Supervisor, a Toyota would ensure maximum trade in value as they are a very desirable vehicle in the second hand market, evidenced by 4 x 4 vehicles still selling for $45,000 after 5 years.
- Moving to a Hybrid vehicle would align with Council's sustainability principles and is estimated to achieve savings of approximately 20% over its time in service in maintenance costs, less fuel consumption.

For the reasons contained in the report, a recommendation is provided to purchase a Toyota Hilux 4X4 48 Volt from Clare Valley Toyota, which is not consistent with the current requirement of the Motor Vehicle and Procurement Policies to purchase from a dealer in the Council area and three quotes.

As previously reported, there is only one primary dealer of new vehicles operating in the Council area which limits competitiveness and also available models.

It is open to Council to select any of the vehicles quoted, however for the reasons contained in the report, the recommendation for a Toyota Hilux 4X4 48 Volt from Clare Valley Toyota is considered to be best value for money for Council at this time.

## 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 THURSDAY 3 JULY 2025.**

## 4 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

### 4.1 RFQ FOR REPLACEMENT OF ADMINISTRATION BASED VEHICLE

**RESOLUTION CSCM 006/25**

**MOVED: Cr A Zubrinich**

**SECONDED: Cr A Gulin**

**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.**

**That for the reasons contained in the agenda report, Council award Clare Valley Toyota:**

- **the supply of one (1) Toyota Hilux 4X4 48 Volt Hybrid in accordance with the documents submitted in response to Request for Quote for Vehicle Replacement for the amount up to $57,536 (including GST); and**
- **the trade of current vehicle for the trade in value of $16,000.**

**CARRIED**

MAYOR

# SPECIAL MEETING OF COUNCIL

# 9 July 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**
8 July 2025

# AGENDA

**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 OF CONFIDENTIALITY

3.1 Chief Executive Officer Recruitment

Pursuant to Section 90(3)(b)&(k)

**Pursuant to Section 90(2) & (3)(b)&(k) of the *Local Government Act 1999*, the Council orders that the public, with the exception of the Executive Assistant (minutes) be excluded from attendance at that part of this meeting relating to Agenda Item 3.1 Chief Executive Officer Recruitment to enable the Council to consider this item 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 information or matters relating to Item 3.1 the disclosure of which:**

- **could reasonably be expected to confer a commercial advantage on a person with whom the Council is proposing to conduct business and would prejudice the commercial position of the Council; and**
- **would be unreasonable as the proposals contain commercial in confidence information; and**

**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.**

Section 91(7) Order

**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 3.1 Chief Executive Officer Recruitment shall be kept confidential, being documents relating to a matter dealt with by the Council on a confidential basis under Section 90(2) & (3)(b)&(k) of the Act.**

**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 their 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.**

## 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.

**MINUTES OF THE CHIEF EXECUTIVE OFFICER SELECTION PANEL (COMMITTEE) MEETING HELD ON WEDNESDAY 2 JULY 2025 IN THE MAYOR'S OFFICE, PORT PIRIE REGIONAL COUNCIL ADMINISTRATION OFFICE, 115 ELLEN STREET, PORT PIRIE AT 4.47 PM.**

**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 (Chair) and Crs M Hopgood and L Peters

1.2 Apologies

Nil

1.3 Leave of Absence

Nil

1.4 Non Attendance

Nil

## 2.0 CONFIRMATION OF MINUTES OF LAST MEETING

2.1 Chief Executive Officer Selection Panel Meeting held 23 June 2025

**MOVED Cr Peters SECONDED Cr Hopgood**

**CSP07/25 That the Minutes of the Chief Executive Officer Selection Panel meeting held on 23 June 2025 be received and confirmed.**

**CARRIED**

## 3.0 BUSINESS ARISING FROM MINUTES

Nil

## 4.0 DECLARATIONS OF INTERESTS

Nil

## 5.0 REPORTS / ITEMS FOR CONSIDERATION OF CONFIDENTIALITY

5.1 Chief Executive Officer Recruitment Proposals
Pursuant to Section 90(3)(k)

**MOVED Cr Hopgood SECONDED Cr Peters**

**CSP08/25 Pursuant to Section 90(2) & (3)(k) of the *Local Government Act 1999*, the Council orders that the public, with the exception of the Executive Assistant (minutes) be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Chief Executive Officer Recruitment Proposals to enable the Committee to consider this item 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 information or matters relating to Item 5.1 which are proposals for the provision of services, the disclosure of which would be unreasonable as the proposals contain commercial in confidence information.**

CONFIDENTIAL

**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**

**MOVED Cr Hopgood SECONDED Cr Peters**

**CSP09/25 That the Panel recommend to Council that LG Talent be engaged for the recruitment of a Chief Executive Officer.**

**CARRIED**

**MOVED Cr Peters SECONDED Cr Hopgood**

**CSP10/25 That upon consideration by Council and endorsement of the above recommendation, the Executive Assistant send a letter to:**

1. **the successful consultant advising of the Panel's acceptance of their proposal and inviting the consultant to attend a face-to-face meeting with the Panel to discuss the process; and**
2. **the four unsuccessful recruitment consultants thanking them for their expression of interest and advising the outcome of their proposal.**

**CARRIED**

Section 91(7) Order

**MOVED Cr Peters SECONDED Cr Hopgood**

**CSP11/25 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 5.1 Chief Executive Officer Recruitment Proposals shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Section 90(2) & (3)(k) of the Act on the grounds that the documents relate to proposals for the provision of services, the disclosure of which would be unreasonable as the proposals contain commercial in confidence information.**

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**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**

**MOVED Cr Peters SECONDED Cr Hopgood**

**CSP12/25 That the Executive Assistant liaise with Deirdre Albrighton of Albrighton Consulting regarding her offer to act as a qualified independent person on the interview panel and to provide a quote to the Panel to undertake this role.**

**CARRIED**

**6.0 NEXT MEETING:** To be determined.

**7.0 CLOSURE:** 5.20pm

_____

**CHAIRPERSON**

CONFIDENTIAL

# EMPLOYMENT AGREEMENT

BETWEEN

## PORT PIRIE
## REGIONAL COUNCIL

'the Council'

- and –

_____

'the Chief Executive Officer'

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**EMPLOYMENT AGREEMENT**

**BETWEEN**

**Port Pirie Regional Council** of 115 Ellen Street, Port Pirie in the State of South Australia 5540 (**'the Council**')

AND

**[INSERT NAME]** of [INSERT ADDRESS] in the State of South Australia 5523 (**'the Chief Executive Officer**').

**INTRODUCTION**

A. The Council is a body corporate constituted by proclamation pursuant to the *Local Government Act 1999 ('**the Act'**).*

B. The Council has agreed to employ the Chief Executive Officer for a fixed term as specified in this Agreement, to perform the duties of that position in accordance with the Act and as agreed and directed by the Council.

C. The Council resolved on [INSERT DATE] to appoint [INSERT NAME] to the position of Chief Executive Officer in accordance with section 96 of the Local Government Act 1999 (SA), and that a formal employment contract (this Agreement) setting out the terms and conditions of engagement be entered into between the Chief Executive Officer and the Council.

D. The Chief Executive Officer accepts the appointment in accordance with the terms and conditions set out in this Agreement.

E. The parties acknowledge and agree that the appointment is made in accordance with the Act.

1. **DEFINITIONS and INTERPRETATION**

Words importing the singular include the plural and vice-versa and words importing any gender include all genders.

Any reference to a Statute, ordinance, code or other law, includes all regulations and other instruments and all consolidations, amendments, re-enactments or replacements.

In this Agreement, unless expressed or implied to the contrary:

**"Act"** means the *Local Government Act 1999 (SA);*

**"Agreement"** means this Employment Agreement;

**"Award"** means the South Australian Municipal Salaried Officers Award,

**"Chief Executive Officer"** means the person appointed as the Chief Executive Officer of the Council under this Agreement;

**"Commencement Date"** means the date upon which this Agreement commences in accordance with clause 5.1 of this Agreement;

**"Confidential Information"** means:

(a) information relating to the business affairs and employees of the Council;
(b) matters of a technical nature, future directives and policies, technical data pertaining to the general affairs of the Council, internal procedures and information, financial information, information pertaining to other employees, salaries, strategic and business plans and like information relating to the Council;
(c) other information which the Council tells the Chief Executive Officer is confidential or which if disclosed, the Chief Executive Officer knows or ought reasonably to know would be detrimental to the Council;
(d) all other information which is imparted to the Chief Executive Officer in circumstances which the Chief Executive Officer knows or should reasonably know that the information is confidential to the Council or any other persons with whom the Council is concerned; but
(e) excludes any information that is public knowledge otherwise than as a consequence of a breach by the Chief Executive Officer of obligations under this Agreement or breach by some other person of a duty of confidence to the Council.

**"Council"** means the elected body of the Port Pirie Regional Council, as constituted under the Act;

**"Duties"** means the responsibilities, duties and functions of the Chief Executive Officer specified in this Agreement and in **Schedule 1** to this Agreement and such other duties as may be agreed between the Council and the Chief Executive Officer from time to time;

**"Expiry Date"** means the date upon which this Agreement expires in accordance with Clause 5.1 of this Agreement;

**"Immediate family or household member"** means the Chief Executive Officer's spouse or domestic partner, child, parent, grandchild, grandparent or sibling, or the child, parent, grandchild, grandparent or sibling of the Chief Executive Officer's spouse or domestic partner;

**"Parties"** means the Council and the Chief Executive Officer;

**"Performance Criteria"** means the criteria against which the Chief Executive Officer's performance is to be assessed (under the relevant Performance Review Process) as set out in clause 13 of this Agreement and as agreed between the parties in accordance with the process set out in **Schedule 3** to this Agreement;

**"Performance Review Process"** means the system by which the Chief Executive Officer's performance is assessed in accordance with this Agreement;

**"Total Employment Cost Package"** means the monetary and non-monetary entitlements of the Chief Executive Officer specified in **Schedule 2** to this Agreement;

**"Term"** means the fixed term period of employment specified in Clause 5.1.

**Interpretation**

In this Agreement, unless the context otherwise requires:

1.1 headings do not affect interpretation;

1.2 singular includes plural and plural includes singular;

1.3 words of one gender include any gender;

1.4 a reference to a party includes its executors, administrators, successors and permitted assigns;

1.5 a reference to a person includes a partnership, corporation, association, government body and any other entity;

1.6 a reference to this Agreement includes any schedules and annexures to this agreement;

1.7 an agreement, representation, warranty or indemnity by two or more parties (including where two or more persons are included in the same defined term) binds them jointly and severally;

1.8 an agreement, representation, warranty or indemnity in favour of two or more parties (including where two or more persons are included in the same defined term) is for the benefit of them jointly and severally;

1.9 a reference to legislation includes any amendment to it, any legislation substituted for it, and any subordinate legislation made under it;

1.10 a provision is not construed against a party only because that party drafted it;

1.11 an unenforceable provision or part of a provision may be severed, and the remainder of this agreement continues in force, unless this would materially change the intended effect of this agreement; and

1.12 the meaning of general words is not limited by specific examples introduced by 'including', 'for example' or similar expressions.

## 2. INTRODUCTION AND SCHEDULES

The Introduction and Schedules 1 to 3 are correct and form part of this Agreement.

## 3. APPLICATION OF OTHER INDUSTRIAL INSTRUMENT

3.1 This Agreement shall be read in conjunction with the Act and the *Fair Work Act 1994* (SA).

3.2 This Agreement shall not be read in conjunction with the Award, or any other industrial agreement, such as an Enterprise Agreement. This Agreement is intended to stand alone in terms of the terms and conditions agreed between the Parties.

## 4. POSITION

4.1 The Council appoints the Chief Executive Officer to the position of Chief Executive Officer in accordance with the terms and conditions of this Agreement.

4.2 The Parties agree that the terms and conditions of this Agreement shall apply to the Chief Executive Officer's position until the Expiry Date.

4.3 The Parties agree that this Agreement shall operate to encompass all terms and conditions of employment and to the exclusion of any and all other agreements or understandings.

## 5. TERM OF EMPLOYMENT

5.1 The Agreement commences on [ENTER DATE] or such earlier date as may be agreed between the Mayor and the Chief Executive Officer and will continue for a fixed term of five (5) years concluding, subject to clauses 5.2 and 6 of this Agreement, at 5pm on [ENTER DATE], or such earlier date as represents a five (5) year term, if an earlier Commencement Date is agreed pursuant to this clause.

5.2 The parties agree that the appointment and employment of the Chief Executive Officer will terminate on the Expiry Date unless:

5.2.1 this Agreement is terminated prior to the Expiry Date pursuant to clause 19 of this Agreement, in which case the Chief Executive Officer's appointment and employment will terminate at that time, or

5.2.2 the Chief Executive Officer is offered and accepts a further contract of employment pursuant to clause 7 of this Agreement.

5.3 The Parties agree that, in consideration of the terms and conditions of this Agreement, the employment of the Chief Executive Officer will not be ongoing but will continue only for the Term or as renewed (if at all) in accordance with clause 7 of this Agreement.

## 6. PROBATIONARY PERIOD

6.1 The Chief Executive Officer's employment is subject to a probationary period of six (6) months from the Commencement Date.

6.2 The Council must review the Chief Executive Officer's performance prior to the end of the probationary period and record its assessment in writing. A copy of that written assessment is to be provided to the Chief Executive Officer.

6.3 If the Council determines in its written assessment that its performance expectations have not been met, the Council may extend the probationary period for a period of up to three (3) months.

6.4 At any time during the probationary period (including any extended period) either party may terminate the employment by giving not less than two (2) weeks' notice to the other party. The Council may only terminate the agreement under this clause if the Council's reasonable performance expectations of the Chief Executive Officer in accordance with Clauses 8 and 9 of this Agreement are not met and the Council shall provide written notification of the reasons for such termination.

6.5 If the Council terminates the employment during the probationary period in accordance with clause 6.4 above, it may choose to pay to the Chief Executive Officer the monetary equivalent in lieu of the notice period.

6.6 The Council may terminate the employment without notice at any time during the probationary period for serious and wilful misconduct.

6.7 The Parties agree that the probationary period (including any extended period) and the provisions of this clause are fair and reasonable for the Council to assess the performance of the Chief Executive Officer.

## 7. FURTHER EMPLOYMENT AGREEMENT

7.1 The Chief Executive Officer may notify the Council in writing at any time, but at the latest at least eight (8) months, before the Expiry Date of the Chief Executive Officer's intention to make application to seek renewal of this Agreement.

7.2 If the Council determines to renew this Agreement (at its absolute discretion and with regard to the Chief Executive Officer achieving the Performance Criteria throughout the Term of this Agreement) it will be renewed for the length of time and on terms and conditions determined by the Council at that time.

7.3 The Parties acknowledge and agree that the terms of this Agreement do not contain or create an option or expectation for renewal of the employment or an offer of a further employment agreement.

7.4 Where a further employment agreement is entered into between the Parties, the Chief Executive Officer will be deemed to have continuity of service with the Council for the purpose of determining accrued benefits under the further Agreement.

7.5 The Council will notify the Chief Executive Officer in writing at least six (6) months before the Expiry Date whether or not it is proposing to offer a further employment agreement to the Chief Executive Officer.

## 8. REQUIREMENTS OF POSITION

8.1 The Chief Executive Officer must perform the Duties as:

8.1.1 set out in the Position Description at **Schedule 1** to this Agreement and as varied from time to time by agreement between the Parties;

8.1.2 set out in the policies of the Council as adopted by the Council from time to time during the term of the employment;

8.1.3 imposed by the Act or in any other statute and/or enabling regulations relevant to the position of the Chief Executive Officer; and

8.1.4 contained in clause 9 of this Agreement.

8.2 The Chief Executive Officer is accountable to the Council and is subject to the direction and control of the Council at all times.

## 9. DUTIES AND RESPONSIBILITIES

9.1 The Chief Executive Officer must:

9.1.1 work such reasonable hours as are necessary to carry out the Duties, ordinarily at least between 8.30am and 5.06pm Monday to Friday and devote the Chief Executive Officer's whole time and attention during the hours reasonably required to carry out the Duties;

9.1.2 observe and carry out all lawful directions from the Council in relation to the performance of the Duties;

9.1.3 observe and comply with statutory responsibilities arising from the Act and all other applicable legislation;

9.1.4 act in the best interest of the Council at all times;

9.1.5 promote the aims and objectives of the Council;

9.1.6 disclose any financial or other interest relating to the business of the Council in accordance with the Act or which conflicts or may conflict or may be perceived to conflict with the discharge of the responsibilities of the office of Chief Executive Officer and then comply with any reasonable direction given by the Council in respect of that interest;

9.1.7 account to the Council for any remuneration or other benefit received from a third party in the Chief Executive Officer's capacity as an employee in any business conducted or promoted by the Council or any related corporation;

9.1.8 devote all professional effort to the employment and not hold any position or take on any activities which may in any way be seen to conflict with the office of the Chief Executive Officer, unless the prior approval of the Council has been obtained;

9.1.9 perform the Duties with the degree of skill, care and diligence, as is required of a Chief Executive Officer;

9.1.10 be just and faithful to the Council and promptly give to the Council full information and truthful explanations of all matters relating to the performance of the Duties under this Agreement and the responsibilities of the office generally;

9.1.11 be informed and up-to-date on issues and developments that affect all areas of responsibility of the office of the Chief Executive Officer;

9.1.12 attend meetings of the Council and other bodies as required;

9.1.13 exercise the Duties and other responsibilities where the Council has delegated the necessary functions and powers to the Chief Executive Officer;

9.1.14 take reasonable care for both personal health, safety and welfare and that of any employees or any other persons who may be affected while performing the Duties and undertaking the responsibilities of office;

9.1.15 take reasonable care for protection of the environment in performing the Duties and responsibilities;

9.1.16 as Chief Executive Officer, personally observe the requirements of the Council's policies and procedures in force from time to time;

9.1.17 observe the requirements of any Employee Code of Conduct that has been adopted by the Council or imposed by law;

9.1.18 maintain a current South Australian driver's licence throughout the Term; and

9.1.19 carry out and perform the Duties:

(a) lawfully;

(b) with proper decorum;

(c) to the best of the Chief Executive Officer's ability and judgment; and

(d) to the satisfaction of the Council.

9.2 Where the Chief Executive Officer has been required to work significant additional hours beyond the reasonable hours set out in Clause 9.1.1, the Chief Executive Officer may, with the prior approval of the Mayor, take time off in lieu in consideration of the additional hours.

9.3 The Chief Executive Officer must consult with the Council (to a reasonable degree) when determining, or changing to a significant degree:

9.3.1 the organisational structure for the staff of the Council; or

9.3.2 the processes, terms or conditions that are to apply to the appointment of senior executive officers; or

9.3.3 the appraisal scheme that is to apply to senior executive officers.

## 10. DISCLOSURE OF INTERESTS

The Chief Executive Officer acknowledges their responsibility under Section 120 of *the Local Government Act 1999* to declare all interests in matters in which the Chief Executive Officer is required or authorised to act in the course of their employment.

## 11. HOURS AND LOCATION OF WORK

11.1 The Chief Executive Officer hours of work average 38 hours per week, plus reasonable additional hours as will be required for the Chief Executive Officer to perform the Duties and the other functions pursuant to this Agreement, including attendance at Council meetings.

11.2 It is expected that the CEO will manage their workload effectively and discuss any related issues with the Mayor or the CEO Performance Review Committee.

~~11.2~~11.3 The Chief Executive Officer must devote their whole time and attention during the hours reasonably required to properly perform the Duties.

~~11.3~~11.4 The TEC Package referred to in Clause 15 of this Agreement is in full satisfaction for all hours worked by the Chief Executive Officer, including reasonable additional hours and attendance at Council meetings. No additional remuneration is paid as loadings, penalties or for overtime worked by the Chief Executive Officer, including weekends and public holidays, it being noted that the salary component of the TEC Package is loaded in consideration of such hours.

~~11.4~~11.5 The Chief Executive Officer is entitled to Time Off in Lieu (**TOIL**) which will accrue in recognition of 10 hours or more performed each fortnight. The ~~and the~~ balance of TOIL carried over should not exceed 10 hours. ~~will be cleared to zero at the end of each financial year.~~ Any remaining TOIL balance at the conclusion of the Term will not be payable to the Chief Executive Officer.

~~11.5~~11.6 The terms of this Agreement are the whole agreement between the Parties and absorb any currently existing or newly introduced payments or benefits to which the Employee has or may become legally entitled to, unless the Council otherwise specifies in this Agreement.

~~11.6~~11.7 The Chief Executive Officer's principal place of employment is the Council's principal office pursuant to Section 45 of the LG Act, or as otherwise directed by the Council. The Council will provide reasonable notice of any change of location. The Chief Executive Officer may be expected to travel intrastate or interstate to carry out the Duties.

## 12. OUTSIDE INTERESTS

12.1 The Chief Executive Officer may accept board positions where the board is part of a statutory or not for profit authority provided that there is no conflict of interest apparent to the Chief Executive Officer in accepting the appointment.

12.2 The Chief Executive Officer must advise the Mayor in writing of the acceptance of any board position immediately upon accepting the position.

12.3 Otherwise, the Chief Executive Officer must not be directly or indirectly engaged, concerned or interested in any employment, trade, business, profession or occupation requiring the provision of services or advice by the Chief Executive Officer (other than the employment provided by this Agreement) except with the prior consent in writing of the Council.

12.4 If the Council provides its consent to the Chief Executive Officer pursuant to clause 12.3, the Chief Executive Officer agrees that they will give priority to the Duties under this Agreement over and above any other business or employment in which the Chief Executive Officer is authorised by the Council to engage.

## 13. PERFORMANCE CRITERIA

13.1 The following key performance criteria apply to this Agreement, together with those set out in the Position Description in **Schedule 1** and the Performance Criteria set and agreed in accordance with the process set out in **Schedule 3** to this Agreement:

13.1.1 the provision of accurate and timely advice to the Council;

13.1.2 working collaboratively with the Council;

13.1.3 the provision of innovative and visionary leadership;

13.1.4 the establishment of effective networks;

13.1.5 the maintenance of a work environment that facilitates the development of people and encourages them to perform at a high level;

13.1.6 the effective and accountable application of financial and physical resources;

13.1.7 the development and maintenance of management strategies to continually enhance service delivery; and

13.1.8 the initiation, development, implementation and review of effective policies.

13.2 The Parties acknowledge that these performance criteria may be varied and any other criterion may be included by agreement between the Parties at any time during the Term.

13.3 Initial Performance Criteria pursuant to **Schedule 3** to this Agreement will be set and agreed between the Parties within three (3) months of commencement of this Agreement, and will otherwise be reviewed and agreed in accordance with the process and timing set out in **Schedule 3** to this Agreement.

## 14. PERFORMANCE REVIEW

14.1 The Parties agree that a review of the Chief Executive Officer's performance will be conducted annually or more frequently if the Council determines there is a need to do so.

14.2 In addition, the Chief Executive Officer's performance will be monitored on a quarterly

basis, or more frequently if the Council determines there is a need to do so.

14.3 The performance review shall be conducted by the Council's CEO Performance Review Committee ("the Committee"), which shall be established with approved Terms of reference and include an independent Human Resources specialist, using the Performance Review Process set out in this clause 14 and Schedule 3 to this Agreement.

14.4 A minimum of ten (10) working days notice in writing that a performance review is to be conducted will be provided to the Chief Executive Officer to provide the Chief Executive Officer with reasonable time to prepare for the review.

14.5 The Chief Executive Officer will prepare and submit to the Committee an assessment of the Chief Executive Officer's performance during the relevant review period prior to the assessment by the Committee.

14.6 Using an appropriate survey tool, the performance of the Chief Executive Officer will be appraised against the Performance Criteria by all Elected Members, and the Chief Executive Officer's direct reports.

14.7 A written report shall be compiled with respect to the performance review and a copy provided to the Chief Executive Officer. The report shall set out the particular aspects of the Chief Executive Officer's performance that require improvement, together with time frames during which the Committee expects those areas of performance to be improved to a specified standard. Where the Chief Executive Officer's performance is deemed to be acceptable written confirmation of that fact shall be provided to the Chief Executive Officer.

14.8 For each year of this Agreement, the Committee will have regard to the Rating Scale set out at Schedule 3 to this Agreement in determining the expectations of the Chief Executive Officer to achieve an acceptable performance rating as part of the Performance Review and the setting of annual Performance Criteria.

14.9 A copy of the report referred to in clause 14.7 shall be provided to the Chief Executive officer within one (1) month of the completion of the performance review.

14.10 A final report on the assessment of the Chief Executive Officer is to be forwarded to the Council for consideration.

14.11 The Council must provide whatever counselling, advice, assistance and support that is reasonably necessary to enable the Chief Executive Officer to improve their performance during any specified timeframes referred to in clause 14.7 of this Agreement.

14.12 If, at the conclusion of the timeframes referred to in clause 14.7 of this Agreement, the Chief Executive Officer's performance has not improved to the specified standards or requirements, the Council may:

14.12.1 extend the timeframe for specified improvement for a further specified period; or

14.12.2 provide further written notice, providing a final warning that, unless the Chief Executive Officer's performance improves in the stipulated areas, once again within a specified time frame, the Council will terminate the appointment and employment of the Chief Executive Officer in accordance with this Agreement; or

14.12.3 terminate the appointment and employment of the Chief Executive Officer in accordance with this Agreement.

## 15. TOTAL EMPLOYMENT COST (TEC) PACKAGE

15.1 In consideration of performing the Duties and undertaking the responsibilities of office, the Chief Executive Officer is entitled to the TEC Package as outlined in this clause and **Schedule 2** to this Agreement.

15.2 No additional remuneration is payable to the Chief Executive Officer.

15.3 The cash component of the TEC Package will be paid in arrears in equal fortnightly instalments, or as otherwise provided by the Council, by direct deposit to an account nominated by the Chief Executive Officer.

15.4 The Chief Executive Officer agrees that the TEC Package is provided as full compensation for all work performed, which takes into account:

15.4.1 any entitlement to leave loading, overtime loading, weekend or public holiday loading or any other form of salary loading;

15.4.2 any service by way of overtime, rostered days off or for attendance at meetings or functions outside the Council's usual office hours;

15.4.3 any entitlement to formal rostered days off; and

15.4.4 an acknowledgement that the position is measured on performance and not on the number of hours worked.

15.5 In the event that a determination of the Remuneration Tribunal of South Australia (RTSA) applies to this Agreement, the Parties acknowledge that, in accordance with section 99A(1) of the *Local Government Act 1999* (SA), the TEC Package must fall between the minimum and maximum bands as determined by the RTSA~~, and that, as at the time this Agreement is entered into, RTSA has yet to set the minimum and maximum bands. The Parties agree that should the Employment Package fall outside of the minimum or maximum bands in circumstances where this clause applies, the Council will consult with the Chief Executive Officer regarding the adjustments (if any) to the Employment Package that are necessary, to ensure the Employment Package lawfully complies with section 99A(10) of the *Local Government Act 1999* (SA) and any applicable RTSA determination~~.

15.6 The Council may, at its absolute discretion, agree to make performance-related payments to the Chief Executive Officer, in addition to the TEC Package.

15.7 The statutory superannuation contribution required to be made by Council to the Chief Executive Officer pursuant to the *Superannuation Guarantee (Administration) Act 1992* (Cth) is included in the TEC Package and will be paid into a fund nominated by the Chief Executive Officer that complies with the relevant legislation.

15.7.1 The superannuation contribution included in the TEC Package is calculated solely on the base salary (as set out in Schedule 2 of this Agreement).

15.7.2 Any statutory increase to the superannuation contribution will be borne by the Council as an addition to the TEC Package, as it applies at the time of the statutory increase.

15.7.3 The TEC Package will be increased by the amount of the statutory increase to the superannuation contribution.

15.8 The Chief Executive Officer may, with the consent of the Council, elect to have a portion of 'before tax' salary paid by way of salary sacrifice into the fund the Chief Executive Officer has nominated (or which the Council has nominated as the default fund) ("the Sacrificed Amount"). The fund must be capable of accepting the Sacrificed Amount.

15.9 The Sacrificed Amount nominated in this clause must not exceed that permitted by relevant

tax or superannuation legislation and shall be agreed in writing. The Chief Executive Officer may apply to vary the Sacrificed Amount or terminate this arrangement on no more than one (1) occasion in every twelve (12) month period.

15.10 The Chief Executive Officer shall continue to receive the following entitlements and payments calculated by reference to the salary before the Sacrificed Amount is deducted:

(a) paid leave;

(b) public holidays;

(c) any entitlement derived from the salary;

(d) Council superannuation guarantee contributions;

(e) termination benefits including notice; and

(f) allowances.

15.11 If the Council and the Chief Executive Officer agree to structure the TEC Package in a way that Fringe Benefit Tax (FBT) is payable on all or any part of the TEC Package, the FBT shall be paid by the Chief Executive Officer from the TEC Package unless otherwise agreed with the Council or specified in this Agreement.

15.12 Subject to clause 15.11, the Council shall pay any liability with respect to Fringe Benefit Tax incurred as a result of the ordinary carrying out of local government business by the Chief Executive Officer by way of functions or travelling.

**Motor Vehicle**

15.13 The Council shall make available to the Chief Executive Officer an appropriate and fully maintained motor vehicle. Exclusive private use is included in the TEC Package at the rate applicable for the standard of vehicle. The vehicle is provided on the understanding that:

15.13.1 it is not to be used for any commercial or income producing activity or pursuits by the Chief Executive Officer or any immediate family or household member of the Chief Executive Officer;

15.13.2 the Council is responsible for all costs associated with the vehicle including, but not limited to, registration, insurance, fuel, maintenance and Fringe Benefit Tax; and

15.13.3 the Chief Executive Officer is responsible for organising for the vehicle to be maintained, serviced and cleaned in an appropriate manner.

**Deductions**

15.14 The Council must:

15.14.1 deduct from the base salary component of the Employment Package and remit to the Australian Taxation Office instalments of income tax in compliance with its obligations under the *Income Tax Assessment Act 1936* (Cth); and

15.14.2 make any other deduction which the Chief Executive Officer is lawfully authorised or obliged to make.

## 16. TEC PACKAGE REVIEW

16.1 The TEC Package specified in **Schedule 2** to this Agreement will be reviewed annually

and shall not result in a decrease in the TEC Package.

16.2 The annual review shall be conducted within one (1) month following the performance review set out in this Agreement (if reasonably practicable) and any change to the TEC Package shall take effect from the immediately preceding anniversary of the Commencement Date, or as otherwise agreed.

16.3 The review of the TEC Package will take into account the following;

16.3.1 the agreed criteria upon which the Chief Executive Officer's performance is assessed in accordance with the Performance Review Process,

16.3.2 movements in CPI (All Groups Adelaide) and the increase and movement in executive salaries within Local Government; and

16.3.3 any other factors that the Committee considers relevant.

16.4 Any variation to the TEC Package must be approved by the Council.

16.5 The Chief Executive Officer is not, as a right, entitled to any increase of the TEC Package each year.

## 17. WORK RELATED EXPENSES

In addition to the TEC Package the Council shall meet the following expenses or reimburse the Chief Executive Officer upon production of accounts or receipts (other than where such items are directly supplied by Council) for:

17.1 entertainment, executive and other sundry expenses reasonably and necessarily incurred by the Chief Executive Officer in the performance of the Duties and responsibilities of office; and

17.2 the cost and provision of a mobile telephone service; and

17.3 the provision of a personal computer and tablet and broadband connection for remote/home office use; and

17.4 the reasonable costs of the Chief Executive Officer attending conferences, seminars, training and development courses and study relevant to the performance of the Duties and responsibilities of office; and

17.5 membership fees and subscriptions payable by the Chief Executive Officer to professional associations, the membership of which is reasonably necessary or desirable for the Chief Executive Officer to hold in the performance of the Duties and responsibilities of office. For the purposes of this clause membership shall be limited to, Local Government Managers Australia, Australian Institute of Management, and the Australian Institute of Company Directors unless the Council has approved an additional or other membership.

17.6 The Council may provide the Chief Executive Officer with a credit or debit card to be utilised in relation to civic expenditure incurred in the discharge of the Duties or functions of office, to an annual value to be agreed.

## 18. WARRANTY OF QUALIFICATIONS

The Chief Executive Officer confirms that all qualifications the Chief Executive Officer has represented to the Council are held and the requisite experience to undertake the Duties and responsibilities has been acquired. In the event that the Chief Executive officer is found not to have the qualifications or experience represented, the Council may summarily terminate this Agreement.

## 19. TERMINATION OF AGREEMENT

### 19.1 Summary Termination

This Agreement may be terminated by the Council without notice and without the payment of compensation in lieu of notice in the event that the Chief Executive Officer:

19.1.1 commits any serious or persistent breach of any of the terms of this Agreement;

19.1.2 engages in serious and wilful misconduct;

19.1.3 is guilty of serious or wilful neglect of in the discharge of the Duties and/or responsibilities of office;

19.1.4 is found by the Independent Commissioner Against Corruption or the Ombudsman to have engaged in serious misconduct, corruption and/or serious maladministration;

19.1.5 becomes bankrupt or makes any arrangement or composition with creditors (and the Chief Executive Officer is required to notify the Council within seven (7) days of such an occurrence);

19.1.6 becomes of unsound mind or comes under the control of any third party pursuant to any mental health legislation;

19.1.7 acts in serious, willful or repeated breach of Council's policies in force from time to time;

19.1.8 makes improper use of Council property;

19.1.9 is convicted of any criminal offence which prescribes a term of imprisonment, or which involves dishonesty, or where the offence, in the reasonable opinion of the Council, affects the Chief Executive Officer's capacity to perform the inherent requirements of the position;

19.1.10 causes any legal impediment to arise which prevents or inhibits the Chief Executive Officer from undertaking the Duties or the responsibilities of office whether under this Agreement and/or the Act and/or other legislation;

19.1.11 fails to display and exercise the duty of fidelity or good faith toward the Council, which the Council might reasonably expect of the Chief Executive Officer in performing the Duties and responsibilities of office; or

19.1.12 engages in any action or omission which brings the Council into widespread public disrepute, contempt or ridicule or which otherwise reflects unfavourably on the Council.

### 19.2 Termination by the Provision of Notice

19.2.1 In the event that the Council determines, through the performance review process conducted in accordance with Clause 14, that the Chief Executive Officer has failed to reasonably meet the performance expected, the Council may terminate this Agreement by the provision to the Chief Executive Officer of

three (3) months' written notice.

19.2.2 This Agreement may be terminated by the Council upon the provision of three (3) months' notice to the Chief Executive Officer or the balance of the Term, whichever is the lesser, if the Council determines that the Chief Executive Officer has engaged in an act, or series of acts, of misconduct or negligence that warrants dismissal, but that is not sufficiently serious or wilful to warrant summary dismissal.

~~19.2.3 This Agreement may be terminated by the Council for any reason (or without cause) upon payment to the CEO equivalent to the balance of the Agreement paid out at the total TEC Package value.~~

~~19.2.4~~19.2.3 This Agreement may be terminated by the Chief Executive Officer by giving the Council a period of two (2) months' notice in writing, unless otherwise agreed with the Council.

~~19.2.5~~19.2.4 In addition to any right of termination and without derogating from any right available in this Agreement, the Chief Executive Officer's employment may at any time be terminated by the mutual agreement of the Parties on whatever notice and terms the Parties may then agree.

~~19.2.6~~19.2.5 Any notice required to be given by the Council may, instead, be paid as an equivalent payment of the TEC package in lieu of notice.

~~19.2.7~~19.2.6 The Chief Executive Officer agrees that, where this Agreement is brought to
an end, either by the Chief Executive Officer or the Council, the Chief Executive Officer will immediately resign from any *ex officio* or other positions related to their employment as Chief Executive Officer and if they fail to do so the Council may, by operation of this clause, provide such notice of resignation.

~~19.2.8~~19.2.7 The Council may, by resolution and at its sole discretion, suspend the Chief Executive Officer (with pay) or allocate other duties and responsibilities for any period during the Term. Such alternate duties may be carried out at another designated location.

**19.3 Termination due to illness or incapacity**

19.3.1 This Agreement may be terminated by the Council in writing with a minimum of three (3) months' notice in the event that the Chief Executive Officer is incapacitated from performing the Duties and/or responsibilities of office due to ill health of any type for a period of greater than six (6) months and where all leave entitlements have been exhausted, except where such illness constitutes a compensable disability pursuant to the provisions of the Return to Work Act 2014 (SA).

**19.4 Redundancy During Term of Agreement**

19.4.1 The Council may terminate the employment of the Chief Executive Officer on the grounds of redundancy during the Term only where;

(a) the position of Chief Executive Officer no longer exists or will no longer exist; or
(b) the Council has declared or intends to declare the Chief Executive Officer's position redundant due to amalgamation.

19.4.2 If the Agreement is terminated in accordance with clause 19.4.1, the Council will pay to the Chief Executive Officer the balance of the Agreement paid out at the

total TEC Package value.

19.4.3 Where the CEO's position has been made redundant, but the CEO is re-employed in the same capacity by the new entity, the CEO will not be entitled to any payment under this Clause.

## 20. LEAVE

### 20.1 Annual Leave

20.1.1 The Chief Executive Officer is entitled to twenty (20) days paid annual leave each completed year of service, to be taken during agreed periods as approved by the Council.

20.1.2 The Chief Executive Officer is not entitled to any leave loading payment.

20.1.3 There should not be more than thirty (30) days annual leave outstanding to the credit of the Chief Executive Officer at the end of any one (1) year of service. Where there is, the Council may direct the Chief Executive Officer to take leave to reduce the balance of outstanding annual leave to achieve the requirements of this clause.

20.1.4 Any entitlement to annual leave standing to the credit of the Chief Executive Officer at the time of cessation of employment will be discharged by the payment based on the TEC Package.

### 20.2 Personal/Carer's Leave

20.2.1 The Chief Executive Officer is entitled to ten (10) paid days of personal/carer's leave per year when:

(a) the Chief Executive Officer is suffering from a personal illness or injury (**personal leave**); and/or

(b) to provide care and support to an immediate family or household member who is suffering from a personal illness or injury (**carer's leave**).

20.2.2 Personal/carer's leave not taken shall accumulate without limit.

20.2.3 There is no entitlement to payment in lieu of accrued personal/carer's leave entitlements.

### 20.3 Long Service Leave

Long service leave entitlements accrue in accordance with the provisions of the *Long Service Leave Act* 1987 (SA) and the Act.

### 20.4 Compassionate Leave

The Chief Executive Officer is entitled to two (2) days paid compassionate leave for bereavement upon the serious illness, death or funeral of an immediate family or household member.

### 20.5 Parental Leave

The Chief Executive Officer is entitled to parental leave in accordance with the provisions of the *Fair Work Act 1994* (SA).

### 20.6 Pandemic Special Leave

The Chief Executive Officer is entitled to access pandemic special leave in accordance with the Council's Pandemic Special Leave Policy (as amended from time to time).

### 20.7 Domestic and Family Violence Leave

The Chief Executive Officer is entitled to access domestic and family violence leave in accordance with the Council's Domestic and Family Violence Policy (as amended from time time).

## 21. DISCLOSURE OF CONTRACTUAL TERMS

21.1 The terms of this Agreement are subject to the reporting obligations under section 105 (Register of Remuneration, Salaries and Benefits) and Schedule 4 (Annual Report) of the LG Act, and any other applicable law.

## 22. WORKPLACE HEALTH AND SAFETY

22.1 The Parties agree that a safe and secure workplace is important and, as such, the Parties are committed to compliance with work health and safety laws.

22.2 The Chief Executive Officer agrees to take all practicable steps to ensure the Chief Executive Officer's own safety while at work, and to ensure that no action or inaction by the Chief Executive Officer while at work causes harm to any other person. The Chief Executive Officer will ensure safety procedures are followed at all times.

22.3 The Chief Executive Officer is to use the safety and protective equipment or clothing provided. The Chief Executive Officer must ensure that the Chief Executive Officer knows the Council's health and safety rules and procedures. The Chief Executive Officer agrees not to misuse any equipment, plant or process that is provided to ensure workplace health and safety.

22.4 If the Chief Executive Officer does not comply with the Council's rules and procedures, disciplinary action may be taken by the Council.

22.5 The Chief Executive Officer agrees to report as soon as possible any accidents, incidents or hazards arising during the course of the Chief Executive Officer's employment. If the Chief Executive Officer has any concerns in relation to the Chief Executive Officer's safety or the safety of others in the Council, the Chief Executive Officer must report them to the Council and/or appropriate manager who will take all practicable steps to provide and maintain a safe work environment.

## 23. PROFESSIONAL DEVELOPMENT

The Council agrees to provide the Chief Executive Officer with professional development opportunities to meet the performance measurement requirements, throughout the term of this Agreement as mutually agreed.

## 24. CONFIDENTIALITY OF AGREEMENT

Subject to any applicable law and the written consent to disclosure by both parties, the terms of this Agreement will be kept confidential.

## 25. CONFIDENTIALITY OF INFORMATION

25.1 The Chief Executive Officer will not at any time during this Agreement, nor at any time thereafter:

25.1.1 otherwise than as necessary in the discharge of the Duties and the responsibilities of office or with the prior consent of the Council, divulge to any other person any information confidential to the Council which the Chief Executive Officer may acquire or have acquired;

25.1.2 use confidential information obtained for the Chief Executive Officer's own benefit or the benefit of any other person or entity or to the detriment of the Council.

25.2 All documents, memoranda, reports, books, manuals, papers, records, tools, computer software and hardware and electronically stored information in respect of the operations or statutory obligations of the Council shall be and remain the sole property of the Council and shall be delivered up by the Chief Executive Officer to the Council upon demand.

25.3 The Chief Executive Office acknowledges that the obligations imposed by this clause shall be in addition to the obligations imposed or implied at common law in respect of employees.

25.4 The Chief Executive Officer's obligations under this clause 25 shall survive the termination of this Agreement.

## 26. INTELLECTUAL AND OTHER PROPERTY OF THE COUNCIL

### 26.1 Intellectual Property

26.1.1 All materials provided to the Chief Executive Officer by the Council, including those to enable the Chief Executive Officer to perform the Duties and the responsibilities of office (and all intellectual property therein) are and remain the property of the Council.

26.1.2 All material produced by the Chief Executive Officer in performing the Duties and undertaking the responsibilities of office (in or out of normal business hours) and all intellectual property in such material is the property of the Council alone, on and from its creation, unless otherwise agreed in writing by the Council.

26.1.3 The Chief Executive Officer must do all acts and sign all documents the Council reasonably requests to secure its ownership or registration of its intellectual property, during and after the employment and if the Chief Executive Officer fails to do so the Council may, by operation of this clause, take steps as are required to achieve the objectives of this clause.

26.1.4 At the Council's request, the Chief Executive Officer must return all the Council's materials (in any form) and the Chief Executive Officer is not entitled to retain copies of the Council's materials in any form.

26.1.5 The Chief Executive Officer's obligations under this clause 26.1 shall survive the termination of this Agreement.

### 26.2 Other Property

26.2.1 The Chief Executive Officer must take all reasonable care in using Council property.

26.2.2 When this Agreement is terminated, the Chief Executive Officer agrees to immediately return to the Council, in good condition (subject to fair wear and tear) all tangible and intangible property belonging to, leased, or otherwise provided to the Chief Executive Officer by the Council.

26.2.3 'Property' in this clause includes without any limitation any and all:

26.2.3.1 stationery, books, business cards, documents, records, disks, access cards, computer hardware or keys;

26.2.3.2 materials provided to the Chief Executive Officer by the Council, including materials provided to enable the performance of the Duties and responsibilities of office and all intellectual property of the Council;

26.2.3.3 materials produced by the Chief Executive Officer in performing the Duties or undertaking the responsibilities of office (in or out of working hours) and all intellectual property in that material are the property of the Council alone, on and from creation, unless otherwise agreed in writing by the Council;

26.2.3.4 credit cards, mobile telephones and all other equipment provided to the Chief Executive Officer pursuant to this Agreement; and

26.2.3.5 the motor vehicle (and keys) provided pursuant to this Agreement.

26.2.3.6 The Chief Executive Officer's obligations under this clause 26.2shall survive the termination of this Agreement.

**26.3 Breach**

A breach of the Chief Executive Officer's obligations under this clause 26 is a serious breach of this Agreement. In addition to the Council's other remedies, the Council may bring legal action against the Chief Executive Officer for damages sustained as a result of such a breach and in so doing seek interest and legal costs on an indemnity basis.

27. **NO WAIVER**

27.1 Either of the Parties may only waive a right under this Agreement by written notice. Otherwise a failure to exercise and/or any delay in exercising on the part of a Party any right, power or privilege under this Agreement shall not operate as a waiver nor shall any single or partial exercise of any right, power or privilege preclude any other or further exercise or the exercise of any other right, power or privilege.

27.2 A waiver is limited to the specific instance to which it relates and to the specific purpose for which it is given.

27.3 The rights and remedies provided in this Agreement are cumulative and are not exclusive of any rights or remedies otherwise provided by law.

28. **NOTICES**

Any notice, demand or other communication to be given pursuant to this Agreement shall be in writing and may be delivered by email or personally or by prepaid registered post to the notified address or otherwise to the address set out in the Agreement, or at the known place of abode or business of the party or such other address as the party may from time to time notify to the other party for the purposes of service of any notice.

29. **VARIATION**

The terms of this Agreement, unless otherwise specified, may only be varied in writing signed by or on behalf of both Parties and annexed to this Agreement.

30. **GOVERNING LAW**

This Agreement shall be governed by, construed and take effect in accordance with the laws of South Australia and the parties submit to the jurisdiction of the courts of South Australia.

## 31. SEVERABILITY

The Council and the Chief Executive Officer consider the covenants, obligations and restrictions herein contained to be reasonable in all the circumstances of the employment and each and every one of such covenants, obligations and restrictions in each and every part thereof, shall be deemed to be a severable and independent covenant, obligation and restriction to the intent that, if they are taken together, be judged to go beyond what is reasonable in all the circumstances, but would be adjudged reasonable with any one or more such covenants, obligations or restrictions or any one or more parts thereof deleted the covenants, obligations and restrictions herein contained shall be deemed to apply as if such covenants, obligations or restrictions or parts thereof as are so adjudged, unreasonable were deleted.

## 32. COUNTERPARTS

This Agreement may be executed in any number of counterparts which when executed shall constitute one document. If counterparts are used, then this Agreement shall come into effect on the last exchange of either original or facsimiled counterparts. If facsimiled counterparts are used then original counterparts shall be exchanged forthwith but failure to exchange originals shall not affect this Agreement.

## 33. DISPUTE RESOLUTION

33.1 In relation to any matter that may be in dispute between the Chief Executive Officer and the Council, the Parties will;

33.1.1 Attempt to resolve the matter at workplace level by the Chief Executive Officer and the Council, or a person or Committee authorised by the Council for that purpose, meeting and conferring on the matter.

33.1.2 Agree to allow either party to refer the matter to mediation if the matter cannot be resolved at the workplace level.

33.1.3 Agree that if either party refers the matter to an independent mediator, both Parties will participate in the mediation process in good faith.

33.1.4 Agree that any mediation will be conducted in accordance with the Resolution Institute Mediation Rules, and unless the parties agree upon a mediator, either party may request a nomination from the Chair of Resolution Institute.

33.1.5 Acknowledge the right of either party to appoint, in writing, another person to act on behalf of the party in relation to the mediation process.

33.1.6 The costs of mediation will be met by the Council. Where another person is used by either party in accordance with clause 33.1.5, each party will be responsible for meeting the costs of that person appointed to act on their behalf.

33.2 If the dispute is not settled within 30 days of referral to mediation (unless such period is extended by agreement of the parties), the Parties will;

33.2.1 Agree to submit the dispute to arbitration in accordance with, and subject to, Resolution Institute Arbitration Rules.

33.2.2 Agree that notwithstanding the existence of a dispute or difference each party

shall continue to perform the Agreement.

33.2.3 Agree that unless the parties agree upon an arbitrator, either party may request a nomination from the Chair of Resolution Institute.

33.2.4 Agree that the decision of the arbitrator will be binding on the Parties.

33.2.5 Acknowledge the right of either party to appoint, in writing, another person to act on behalf of the party in relation to the arbitration process.

33.2.6 The costs of arbitration will be met by the Council. Where another person is used by either party in accordance with clause 33.2.5, each party will be responsible for meeting the costs of that person appointed to act on their behalf.

## 34. ENFORCEABILITY OF AGREEMENT

34.1 The Council and the Chief Executive Officer consider the covenants, obligations and restrictions contained in this Agreement to be reasonable in all the circumstances of the employment.

34.2 If a provision of this Agreement is, for any reason, held to be illegal, invalid, void, voidable or unenforceable, that provision must be interpreted to the extend necessary to ensure that this Agreement is not void, voidable or unenforceable.

34.3 If it is not possible to read and interpret a provision as required under this clause, that provision will be severed without affecting the validity or enforceability of the remaining part of that provision, or the other provisions of this Agreement, which shall continue in full force and effect.

## 35. DECLARATION

The Chief Executive Officer declares that they have read, understood and accepts the terms and conditions of employment contained in this Agreement. The Chief Executive Officer acknowledges that they have been advised by the Council to consult with a legal adviser prior to execution of this Agreement and that they have been given a reasonable opportunity to do so. In signing the Agreement, the Chief Executive Officer acknowledges that they have relied on their own judgment and/or the advice of a legal adviser and not on any statement or representation of the Council. The Chief Executive Officer acknowledges that they understand the terms and conditions of the Agreement, agree to abide by it and voluntarily executes it without any reservation.

## 36. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement of the parties regarding the employment of the Chief Executive Officer and supersedes all understandings and negotiations regarding the employment of the Chief Executive Officer.

[This space is left intentionally blank]

**DATED THIS** day of 2025

**SIGNED** for and on behalf of )
**Port Pirie Regional Council** )

……
**Mayor Leon Stephens**

In the presence of:

……
**Witness** (Sign and print name)

**SIGNED** by **[ENTER NAME]** )
)

……
**[ENTER NAME]**

In the presence of:

……
**Witness** (Sign and print name)

# SCHEDULE 1

# POSITION DESCRIPTION

# SCHEDULE 2

# TOTAL EMPLOYMENT COST (TEC) PACKAGE

**1. Total Employment Cost as follows:**

| | |
|---|---|
| Base Salary | $ |
| Superannuation | $ |
| Cost of Vehicle in accordance with Clause 2 below | $ |
| Total Employment Cost | $ |

2. **Motor Vehicle**

2.1 A motor vehicle will be provided by the Council as part of the Total Employment Cost Package on the following provisions:

(a) ~~(a)~~ Council will provide a standard motor vehicle, or equivalent, to be replaced as necessary, for the CEO's full private and business use. The CEO and the CEO's spouse or domestic partner are entitled to use the vehicle for private use as well as Council purposes (including commuter use, and when the CEO is on annual leave, parental or compassionate leave, long service leave, special leave or personal leave).

(b) Where the vehicle is used for interstate travel prior approval must be obtained from the Mayor and all related costs for the interstate travel will be met by the CEO including any excess applicable for insurance during this period.

(c) The Council will pay all maintenance and operating expenses (including oil, repairs, servicing, comprehensive insurance, service club membership, registration and fuel costs) incurred in respect of the vehicle. The value of the motor vehicle is not convertible to salary.

(d~~b~~) The CEO must maintain the vehicle in good and clean order and condition. The CEO is responsible for ensuring the vehicle is correctly serviced, cleaned and generally maintained to the satisfaction of the Council. Smoking is prohibited in the vehicle. The vehicle is to be used in a manner which complies with the manufacturer's specifications (eg maximum load, weight of towed vehicles, etc.).

(e~~c~~) For private use, the vehicle shall be driven only by the CEO or the CEO's spouse or domestic partner, or a person over the age of 25 years provided the CEO is a passenger in the vehicle. This shall not prohibit reasonable alternative arrangements in the event of an emergency.

(f~~d~~) Should the Council incur any penalty other than normal insurance excess on any insurance claim as a result of any action by the CEO or the CEO's spouse or domestic partner, the cost of such penalty shall be borne by the CEO.

(g~~e~~) Any speeding or other traffic violations, including parking fines, which incur a penalty shall be paid by the CEO.

2.2 At the request of the CEO, the Council will alternatively consider the provision of a vehicle under a novated lease arrangement provided the Total Employment Cost is not exceeded.

# SCHEDULE 3

# PERFORMANCE REVIEW PROCESS

**1. Performance Criteria**

The Performance Review will be based on agreed Key Result Areas (KRA's) and Key Performance Indicators (KPI's), Strategic Performance Objectives (SPO's) and Personal Development Objectives (PDO's) that incorporate the requirements of the Position Description attached as Schedule 1.

These will be agreed with the Chief Executive Officer each year during the review period for the forthcoming year, and formally amended if required during the year by agreement between the Parties should the need arise.

During the review period, the Position Description will be reviewed and any variations agreed between the Parties in writing.

**2. Rating Scale**

- Rating 1 – CEO's performance did not meet expectation;
- Rating 2 – CEO's performance was below expectation;
- Rating 3 – CEO's performance is satisfactory;
- Rating 4 – CEO's performance was above expectation;
- Rating 5 – CEO's performance exceeded expectation;
- Rating 6 – CEO's performance significantly exceeded expectation.

# JOB DESCRIPTION

**Position:** Chief Executive Officer

**Reports To:** Council

**No. of Direct Reports:** 5

**Stream/Level:** Performance Based Contract 5 Years

**Incumbent:**

**Date Appointed:**

## VISION

**"REGIONAL LEADER - ECONOMIC HUB - QUALITY LIFESTYLE"**

**By 2035 the Port Pirie Region is the premier regional centre in South Australia where residents and visitors want to be.**

## MISSION

**To be a progressive organisation that strives for excellence, leads with integrity and delivers positive outcomes for the community.**

## CORE VALUES

**Port Pirie Regional Council is committed to the following core values:**

- **Service Delivery Excellence**
- **Accountability**
- **Honesty, Integrity and Transparency**
- **Ethical Behaviour and Good Governance**
- **Inclusivity**
- **Team Work and Professionalism**

Port Pirie
Regional Council

| Key Result Areas | Position Objectives |
|---|---|
| CORPORATE MANAGEMENT | Take responsibility for the management of Council be developing sound human resource management practices and by implementing, evaluating, reviewing and reporting on Council's Strategic, Corporate and Financial Plans. |
| INTERNAL RELATIONSHIPS | Effective contribution to the activities of, and building productive relationships with, Council. |
| SERVICE DELIVERY | Ensure that Council's business functions are managed in an efficient, effective, business-like manner, and that meet community needs and Council determined benchmarks. |
| COMMUNITY & ECONOMIC DEVELOPMENT | Take responsibility for community development in the Port Pirie region by investigating, identifying, developing, promoting and implementing a range of strategically responsive programs and initiatives. |
| EXTERNAL RELATIONSHIPS | Develop, implement and promote positive relationships with Government bodies, businesses, community groups and the media. |
| FINANCIAL & ASSET MANAGEMENT | Ensure the efficient and effective management of Council's physical and financial resources, in line with industry best practices. |
| HUMAN RESOURCES & ORGANISATIONAL CULTURE | Ensure the efficient and effective management of Council's human resources, in line with industry best practice, to ensure they meet the organisation's objective. |
| WORKFORCE HEALTH & SAFETY | Provide a safe and healthy work environment that complies with all legislative and LGAWCS requirements. |

| Key Result Areas | Key Tasks |
|---|---|
| CORPORTE MANAGEMENT | Exercising, performing or discharging other powers, functions or duties conferred on the Chief Executive Officer by or under the LG Act and other relevant Acts, and to perform other functions lawfully directed by the Council.<br><br>Ensure that systems are in place to achieve compliance with all of Council's legislative requirements and that Council and management are kept informed of any changes to requirements.<br><br>Ensuring that records required under the LG Act or other relevant Acts are properly kept and maintained.<br><br>Provide a strategic planning frame work is in place that includes effective consultative and evaluation processes and which remains clear and relevant.<br><br>Ensure operational plans and budgets flow from the strategic plan on time and in a form which is clear and useful in both Council and management processes.<br><br>Implement best practice management information systems which enable performance to be assessed against identified indicators.<br><br>Ensure that Corporate Performance Indicators are in place and are used to evaluate Council performance.<br><br>Maintain systems to ensure transparency and public accountability to achieve Council's ongoing compliance with all legislative requirements.<br><br>Ensure Council policy development, evaluation, action, review, and promulgation are effectively managed.<br><br>Maintain strong leadership of the senior management team and its effectiveness within the administration of Council.<br><br>Ensure that all departmental services, strategic tasks, projects and capital works are completed within Budget and on time.<br><br>Prepare and maintain business plans for Council, and ensure all actions identified are completed and reported against. |

| Key Result Areas | Key Tasks |
|---|---|
| INTERNAL RELATIONSHIPS | Provide regular and informative briefings to Council on key policy issues and items or projects that add value to Council's preferred futures.<br><br>Ensure Elected Members are kept up to date with changing legislation, policies, and governance practices that are relevant to their role.<br><br>Respond to Elected Member questions and requests in a professional and timely manner.<br><br>Ensure that the policies and lawful decisions of the Council are implemented in a timely and efficient manner.<br><br>Build and maintain an effective working relationship with Elected Members.<br><br>Professional timely, informative, accurate and relevant reports provided to Council.<br><br>Coordinate proposals for consideration by the Council for developing objectives, policies and programs for all areas of Council's responsibility.<br><br>Provide information to the Council to assist the Council to assess its performance against its strategic management plans. |
| SERVICE DELIVERY | Provide Council services that meet the needs of the community, meet Council's service standards and policies and in accordance with the adopted business plan, within the resources provided by Council.<br><br>Ensure all service quality levels and customer contact standards are specified, documented, publicised and fully understood by Council staff.<br><br>Undertake surveys and obtain feedback on levels of satisfaction within the community in terms of services and facilities provided by Council.<br><br>Undertake program reviews and benchmarking and ensure continuous improvement in service standards, customer service and productivity.<br><br>Develop and monitor a Quality Assurance Program, ensuring objectives and strategies are allocated to responsible officers, time-framed and achieved.<br><br>Build relationships with Elected Members to ensure directives are actioned in a timely manner. |

| Key Result Areas | Key Tasks |
|---|---|
| COMMUNITY & ECONOMIC DEVELOPMENT | Develop strategies that ensure that Port Pirie is a clean, vibrant, thriving region that encourages sustainable new business investment, supports existing business growth and has a growing population base.<br><br>Implement and further develop plans, programs, policies and strategies which meet the existing and emerging environmental, social and cultural needs of the community, provide for wide community consultation and promote Council's role as a facilitator of economic and community development, including:<br>▪ Enhancing and promoting people's desire to live, work and invest in the region.<br>▪ Contributing to and supporting the development of key events, the arts and cultural development.<br>▪ Ensure Council's regulatory framework supports sustainable economic growth.<br>▪ Grow the regional economy by attracting new businesses and employment opportunities through a diverse business base.<br>▪ Encourage community involvement and participation in community groups, activities and programs.<br><br>Develop and support tourism and promotional initiatives and programs that will enhance the Port Pirie Region's reputation as a must for tourists and visitors, including:<br>▪ the Tourism Information Centre;<br>▪ accessing grants and other sources of funding;<br>▪ attracting visitors to the region;<br>▪ marketing and promoting the area;<br>▪ identifying, developing and promoting tourism incentives.<br><br>Liaise and network with appropriate external bodies to identify funding opportunities to develop and/or continue various programs and projects.<br><br>Oversee and assist with the preparation of grant proposals and submissions.<br><br>Monitor program outcomes against projected achievements.<br><br>Identify private sector interests, government programs and funding sources with capability to facilitate development in the region. Prepare submissions, receive, allocate and monitor grant expenditure.<br><br>Promote a positive image of Council and the Region. |

| Key Result Areas | Key Tasks |
|---|---|
| EXTERNAL RELATIONSHIPS | Develop effective relationships between Council and other key stakeholders.<br><br>Liaise and/or negotiate with external bodies and sources on key issues as required.<br><br>Represent Council on various committees, network with other professionals and representatives from the three spheres of government and with other organisations. Report to Council on outcomes.<br><br>Ensure Council's media liaison activities are timely and responsive and portray a consistent, professional corporate image.<br><br>Oversee the preparation of Council publications, Annual Report, published advertisements and articles, and other promotional documents (eg brochures, flyers etc) to ensure they present a professional image and are consistent with Council's communications strategy.<br><br>Build and maintain productive relationships with key community groups critical to the achievement of Council's policies and objectives.<br><br>Ensure that Marketing and promotion strategies to support the strategic direction of Council are in place and maintained. (Strategies that enhance the image of Council as an industrial, commercial, cultural, historic and tourist area.)<br><br>Effective relationships are achieved with Federal, State Government and the ALGA on key policy and other issues associated with Local Government, Port Pirie Regional Council and development of the region in general.<br><br>Identify and communicate major potential risks and threats for Council in dealing with all stakeholders.<br><br>Provide competent representation at all civic and ceremonial occasions and where appropriate, ensure all protocols are properly addressed or executed.<br><br>Ensure that a strategy to facilitate productive communication with the media, community, governments and other stakeholders is in place. |

| Key Result Areas | Key Tasks |
|---|---|
| FINANCIAL & ASSET MANAGEMENT | Take responsibility for the cost-effective management of Council's financial planning process. Monitor, review and report on Council assets, resources, investments, grant allocations and all committed expenditures (actual expenditure) against approved budgets.<br><br>Financial policies and systems are in place that promote economic, social and environmental sustainability.<br><br>Council's financial strategies are understood and pursued throughout the organisation.<br><br>Financial statements are fully compliant with relevant accounting and statutory requirements.<br><br>Useful, clear and accurate financial reports are provided to Council.<br><br>Services, capital works programs and projects are delivered on time and within budget; and, within a "contestability" framework.<br><br>Council's physical assets are accurately recorded and managed in accordance with legislative requirements and Council policies.<br><br>Risk Management policies, procedures and programs are clearly defined and achieved.<br><br>Ensure that the assets and resources of the Council are properly managed and maintained.<br><br>Provide public infrastructure and amenities that enhance the image of the Port Pirie Region, that are safe, functional, welcoming and appealing to the local community, investors and visitors while achieving the principles of triple bottom line sustainability. |

| Key Result Areas | Key Tasks |
|---|---|
| HUMAN RESOURCES & ORGANISATIONAL CULTURE | Maintain effective Human Resource Management systems, policies and procedures that comply with statutory requirements and reflect industry best practice.<br><br>Communicate HR systems, policies and procedures effectively to all staff.<br><br>Actively promote a positive organisational culture and encourage innovation within the work place.<br><br>Ensure that a multi directional communication strategy is in place which effectively ensures all staff receive general information and have an opportunity to contribute ideas to the work of Council.<br><br>Ensure the effectiveness of current positions, staffing levels and productivity to meet Council's strategic objectives into the future.<br><br>Ensure that individual performance of all staff is reviewed annually.<br><br>Ensure that a corporate training program is in place which reflects organisational priorities and personal and career development needs of staff.<br><br>Staff recruitment and retention strategies and policies are in place and relevant to the current and future needs of Council.<br><br>Manage difficult behaviours appropriately and contribute to maintaining a sound level of industrial harmony.<br><br>Observe and promote Council's Code of Conduct.<br><br>Maintain effective working relationships across the organisation and encourage team work, innovation and improvements across all functions.<br><br>Ensure the effective implementation of Enterprise Agreement strategies and commitments impacting on Council staff. |

| Key Result Areas | Key Tasks |
|---|---|
| WORKFORCE HEALTH<br>& SAFETY | Prepare, implement, monitor and review a suitable WHS & Injury Management plan, policies and procedures to ensure a safe work environment for all staff, in accordance with the WHS Act and Regulations and performance standards for self insurers.<br><br>Ensure all managers are accountable for their roles, responsibilities and performance in line with Council's WHS & IM policies and procedures, the WHS Act and Regulations and performance standards for self insurers through regular performance review.<br><br>Ensure effective consultation, communication and participation within Council.<br><br>Meet the set objectives, targets and performance indicators as outlined in Council's WHS Plan which strive for continuous improvement.<br><br>Ensure all investigations for workplace incidents, accidents or injuries are completed within legislative requirements.<br><br>Ensure sufficient resources are allocated (human & financial) for the implementation of Council's WHS & IM Plans. |

| Person Specification | |
|---|---|
| **Qualifications** | Tertiary qualification in Management, Business Administration or other relevant field is preferred. |
| **Knowledge** | Detailed knowledge of the Local Government Act 1999 and Regulations.<br><br>Sound knowledge of strategic and business planning process, budgetary process and performance measurement.<br><br>Understanding of economic development principles.<br><br>Knowledge of quality management and best practice principles.<br><br>Knowledge of employment legislation, awards, HR and administration policies and enterprise agreements.<br><br>Knowledge of computer-based systems and utilising IT facilities, including the internet. |
| **Skills** | High level of decision making, analytical skills ad conceptual thinking. Ability to make sound judgments, recommendations and devise innovative solutions and ability to follow through with their implementation.<br><br>Organisational skills, including time management, prioritisation and the ability to delegate effectively.<br><br>High degree of oral communication skills, in particular consultation, negotiation, conflict resolution, counselling, coaching and information sharing.<br><br>Effective written communication skills – plans, reports, policies and correspondence are clear, concise and provide relevant detail. |
| **Experience** | Extensive experience and demonstrated success in initiating and managing projects, negotiating with the private sector and/or Government agencies.<br><br>Extensive experience in a managerial role, particularly in development of strategic planning and policy in the areas of economic and/or community development in the public and/or private sector.<br><br>Experience in identifying and negotiating joint ventures and developing strategic alliances to achieve outcomes.<br><br>Experience in cultural change, and the ability to contribute significantly in leading and facilitating a change management program. |

| Person Specification | |
|---|---|
| **Personal Attributes** | Demonstrates a high level of interpersonal skills and work ethics, including:<br>▪ motivation and enthusiasm, commitment to professionalism;<br>▪ flexibility and adaptability to a changing and dynamic environment;<br>▪ ability to develop positive relationships with elected members;<br>▪ strong commitment to, and focus on, customer service;<br>▪ team oriented;<br>▪ strong sense of social justice and sound social values.<br><br>Ability to foster, encourage and develop a participative employee relations environment.<br><br>Ability to facilitate and support positive relationships with unions and workplace representatives. |
| **Desirable** | Sound knowledge of the Local Government's role in the provision of community service programs.<br><br>Knowledge of the roles and relationships between Council, staff and the community.<br><br>Understanding of the needs and expectations of rural communities. |
| **Delegation and Authority** | As provided for in the Local Government Act 1999 and Regulations. |
| **Job Requirements** | Insert appropriate wording regarding requirement to reside in the Port Pirie Regional Council area.<br><br>Intrastate travel is required. Some interstate travel may be required to attend relevant seminars/conferences.<br><br>Current drivers licence is essential.<br><br>Attendance at Council meetings.<br><br>Attend conferences, seminars and training courses to maintain strong and effective networks and competencies. |
| **Training WHS** | Ensure self and all staff comply with WHS legislation, regulations, practices and standards. Utilise safe working practices applicable to own work area and practices. Contribute to the identification of hazards and risks and participate in their minimization/resolution. |

**Signed:** _____ (CEO) __/__/2025 **Approved By:** _____ (Mayor) __/__/2025

Date Job Description Created: June 2025

# Chief Executive Officer
# Recruitment Proposal

**Presented to**

## Mayor Leon Stephens

**Chair of the Chief Executive Officer Selection Panel**

Port Pirie
Regional Council

**Prepared by Heather Oliver**

**Managing Director, LG Talent**

**June 2025**


LG Talent
RECRUITMENT EXCELLENCE IN LOCAL GOVERNMENT

**Heather Oliver**
*Managing Director*

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**COMMERCIAL IN CONFIDENCE**

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## The Brief

**"We seek a Chief Executive Officer with the ability to lead a progressive regional council to achieve its Strategic, Corporate and Financial Plans.**

**The CEO will require demonstrated effective high-level skills in the management of human, financial and physical resources, community and economic development, organisational culture, service delivery, Work Health and Safety and internal and external relationships.**

**It is a requirement of the position that the successful applicant resides in the Port Pirie Regional Council area."**

# Introduction

Dear Mayor Stephens

Thank you for the opportunity to submit a proposal to assist with the recruitment of a new Chief Executive Officer (CEO) for Port Pirie Regional Council, in accordance with section 98 of the Local Government Act 1999.

The 2021 changes to the *Local Government Act 1999* now require Council to include a Qualified Independent Person (QIP) on its CEO Selection Panel. I have also included in this proposal the option to personally undertake this role without additional charge if required. I have however also worked successfully with external Qualified Independent Person's if this is Council's preference.

As a specialist **Local Government Executive Recruiter with more than 30 years' experience**, I have an unrivalled passion and knowledge of our sector, and the work that I do.

As detailed in this proposal, I have an **outstanding track record of success in recruiting the highest calibre Executive's for regional, rural and remote councils**.

Candidates appointed are not only well equipped with the skills and experience to perform in their important roles, but also have proven longevity in the job once they commence.

I have also recently assisted Port Pirie Regional Council with the recruitment of two Directors, and as such have built up a good rapport with the Executive Team, and a solid knowledge of the region.

With a wide network of interstate independent affiliate firms, I focus on attracting a strong pool of **local and national candidates**, adopting proactive multi-pronged recruitment and direct search strategies, and delivering a creative advertising and attraction campaign to ensure success.

I trust this proposal provides adequate detail about my thorough, national recruitment approach, my experience, and track record of success working across the sector.

I would be delighted to meet with yourself and the CEO Selection Panel in person, present a summary of this proposal, and discuss this important role in more detail.

If there are any elements of this proposal that you would like to discuss, query or see varied, I would also be pleased to work with you to tailor it accordingly.

Kind regards

**Heather Oliver**

# Recent Assignments



# Recent Assignments



# Recent Assignments



## Chief Executive Officer

DISTRICT COUNCIL of TUMBY BAY

- **Attractive 3-5 year contract**
- **Live the dream in this outstanding location & thriving region**
- **$235,040 - $270,504 p/a TEC incl Motor Vehicle & Super**

The **District Council of Tumby Bay** is located 45km north of Port Lincoln, and 630km from Adelaide, and covers an area of 266,907 hectares with an estimated population of 2,817. Tumby Bay is the major centre of the district, with smaller towns including Port Neill, Ungarra and Lipson. It is an agricultural district farming cereal, oil seed and pulse crops along with sheep and cattle, some fishing activity and tourism industries. There are also several major developments being considered at Cape Hardy (20km north of Tumby Bay) with $20 billion of proposed projects.

Working closely with the Elected Members, a visionary, strategic and highly community focussed executive is sought to inspire and lead the administration, and help Council to deliver on its ambitious projects and plans for the future.

Some of the Key Performance Indicators set for the CEO will include:

- Developing, implementing and delivering a revised strategic plan and community engagement strategy.
- Undertaking an organisational review to identify efficiencies, improve employee engagement, refresh the Values, whilst ensuring full workforce consultation throughout the process.
- Delivering on time and within budget against Council's 2024/2025 Operational Plans.
- Playing a lead role in overseeing the successful delivery of future major projects.
- Ongoing implementation of an Elected Member Skill Development Program to enhance capability in accordance with legislative requirements and community expectations.

You may be an existing CEO seeking an idyllic lifestyle change, or a ready aspirant with relevant and demonstrable experience, who is ready to own their first CEO position.

Possessing formal qualifications and a strong and resilient leadership style, your hands on approach and ability to work effectively and collaboratively within a close knit team and community will be essential.

Equally important will be your desire to live, work and thoroughly immerse yourself in the community and region for the foreseeable future.

Local government experience will be highly regarded but not essential.

Please apply online **https://lnkd.in/g2ecUgdR** quoting reference **DCTB310125** before **12 midnight 16 February 2025.**

Enquiries most welcome and /or to obtain a Candidate Information Pack please phone, text or email **Heather Oliver** at **LG Talent** in confidence on **0404 801 969** or via **heather@lgtalent.com.au**

LG Talent
RECRUITMENT EXCELLENCE IN LOCAL GOVERNMENT

WWW.LGTALENT.COM.AU

# Recent Assignments



# Recent Assignments



# Recent Assignments




## Chief Executive Officer

- **Outstanding location, lifestyle & CEO career offering**
- **Lead & deliver to unleash Council's full potential**
- **$235,400 - $270,504 package including MV & Superannuation**

With vineyard covered landscapes, rolling golden hills and fertile agricultural land, the Clare and Gilbert Valleys district is exquisitely defined by a collection of thriving historic towns and villages.

Hosting a population of approximately 9,366 people, the community enjoys an enviable rural lifestyle with access to excellent facilities, whilst living and working within a region producing premium products and providing outstanding visitor experiences.

Approximately 140KM North of Adelaide's CBD, Clare & Gilbert Valleys Council is offering an outstanding lifestyle and career opportunity for an experienced and driven CEO.

Working with a highly experienced Mayor and collaborative Elected Body, the new CEO will deliver on clearly defined strategic initiatives aligned to supporting community needs, some of which include:

- improving core service and infrastructure delivery
- effectively managing facilities, and preserving natural, cultural and built heritage
- maximising the region's growth and tourism potential
- ensuring Council's financial sustainability and community affordability.

We seek a visionary and resourceful CEO, with proven local government experience in leading and developing organisational capacity and capability in service delivery, and one who will be highly engaged with internal and external stakeholders at all levels, and with the community and region at large.

Ideally tertiary qualified, the new CEO will possess outstanding communication skills in all settings, sound financial acumen, be well networked, and exhibit inspiring leadership and effective change management capabilities.

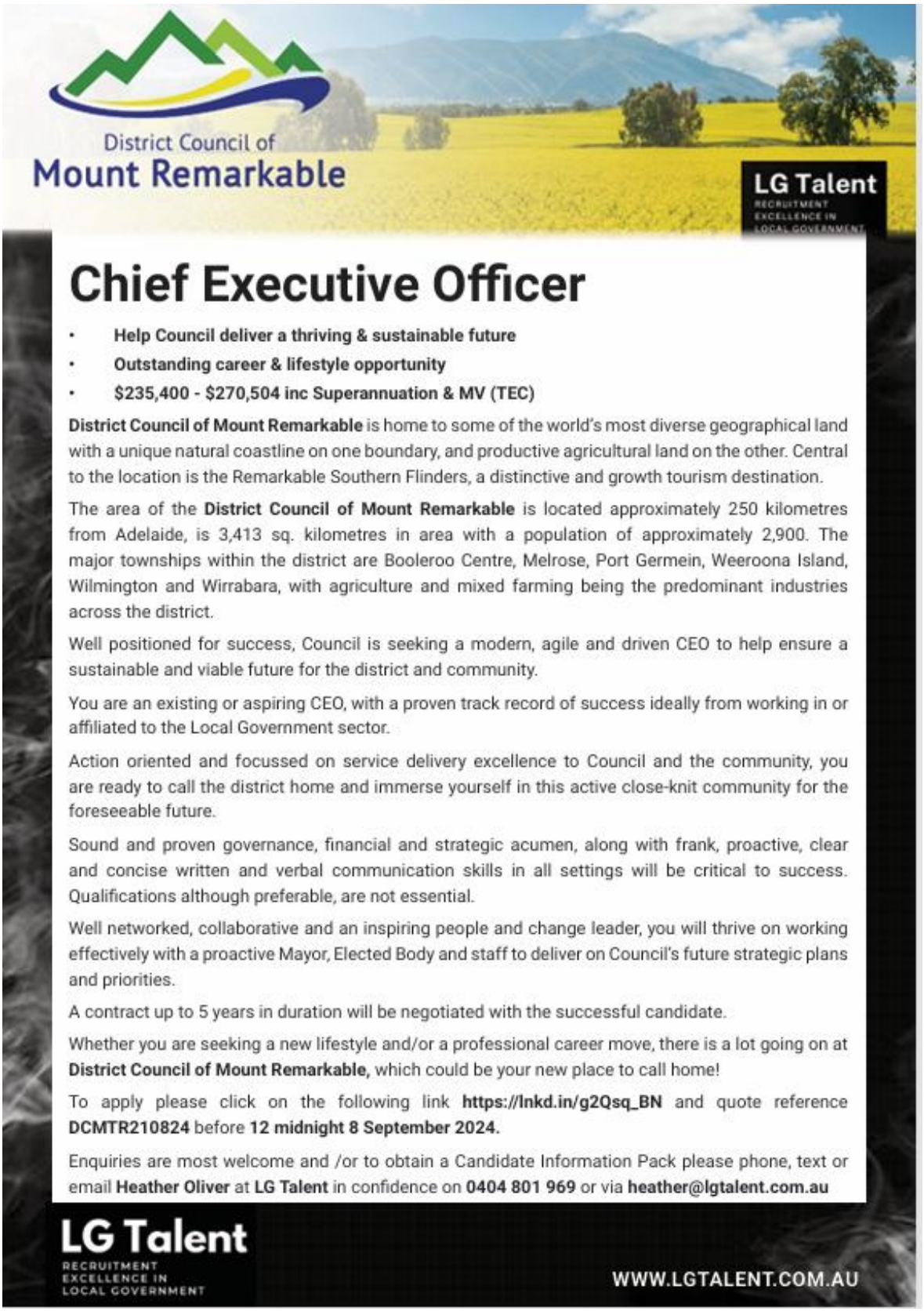
This is a career defining role, offered as a negotiable 3–5-year contract, where an experienced CEO can really showcase their expertise, whilst working effectively at all levels to help unleash Council's full potential.

Don't delay, apply now online at **https://lnkd.in/gSpNSxi7** quoting reference **CGVC11124** by midnight **17 November 2024**.

Enquiries most welcome and /or to obtain a Candidate Information Pack please phone, text or email **Heather Oliver** at **LG Talent** in confidence on **0404 801 969** or via **heather@lgtalent.com.au**

LG Talent

# Recent Assignments



# Recent Assignments



# Recent Assignments



# Recent Assignments



# Company Profile and Experience

**Heather Oliver** is the founder and Managing Director of **LG Talent** and has enjoyed a 30 year career in Recruitment and Professional Services.

**LG Talent** is a private company, based in regional South Australia specialising in Executive Recruitment and HR Consulting Services specifically for the local government sector.

There is not a role type or sector Heather Oliver hasn't worked in during her career, however her true passion is executive recruitment in Local Government.

Enjoying being close to community and her customers, Heather has assisted many councils over the years with their recruitment needs, providing an honest, customer centric, quality and value for money service and process each and every time, in true partnership with them.

Whatever the role type, it is all about ensuring a thorough understanding is gained, a robust screening and recruitment process is applied, a creative candidate attraction strategy adopted, and then working closely with key stakeholders, ensuring they are well informed throughout.

Having lived and worked on the Southern Fleurieu Peninsula for more than 25 years, Heather has a real affinity with regional and rural councils across SA, where she does most of her work.

She is also particularly skilled and innovative in placing candidates into remote councils, incorporating proactive national search initiatives and creative, broad reaching advertising into all of her recruitment campaigns.

Heather also has national affiliations with independent recruitment specialists across Australia to provide strong national reach when sourcing candidates.

She enjoys visiting different regions to build relationships, and to understand the unique needs and points of difference in each. This is extremely important when recruiting, to ensure all the facts and selling points are shared with potential candidates when it is time to recruit.

Leveraging her vast experience, Heather established **LG Talent** to make a difference, and to provide a truly personalised partnership approach with each council, whilst servicing Local Government's unique needs.

Recruitment into Local Government is her only focus, and Heather handles all recruitment assignments personally, supported by a highly skilled team. **LG Talent** can also source candidates from other sectors if/when a council wishes to benchmark or consider candidates from other industries.

If you are looking for a fresh and proactive approach to fill this essential and important position with an outstanding result, **LG Talent** is a sound choice.

Please review Heather's track record as follows https://www.linkedin.com/in/heather-oliver-a8520a1a/

# LG Talent Structure, Team & Capability




Although Heather Oliver personally manages and will be the key interface with Council, she is ably assisted behind the scenes with highly experienced recruitment and human resources professionals.

**Sharon Somerville – Candidate Manager / HR Specialist**

A Senior HR practitioner with more than 10 years' experience working in local government, Sharon is well versed in all facets of the employment lifecycle. Also experienced in Not-for-Profit, State Government and private sector environments, and an Industry Award winner for design and implementation of HR strategies, Sharon is a well skilled operator.

Sharon assists LG Talent with screening and detailed pre-interview processes and is critical to ensuring quality long and shortlists are prepared for Heather to review and interview each candidate prior to recommending to Council, and to ensure quality and timely candidate care is applied.

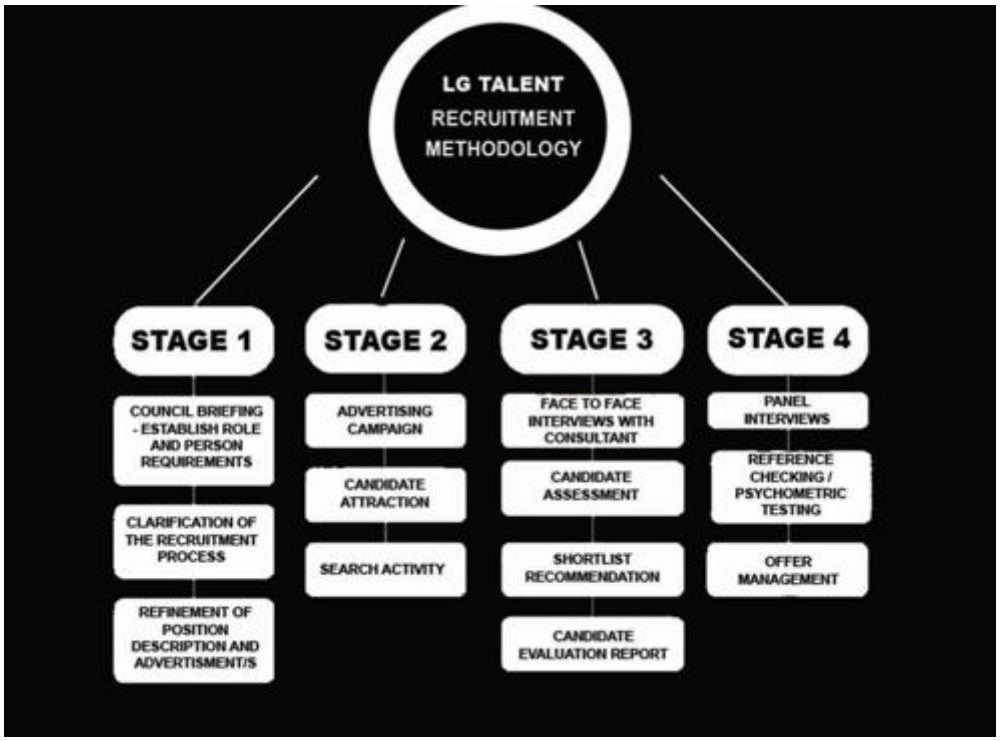
Sharon can also assist in reviewing employment contracts and providing associated advice as required.

**Juliet Oliver – Support Consultant**

With 8 years' experience across local and state government, and a range of commercial sectors, Juliet is an experienced technical and mid-level recruiter across a range of specialisations.

Juliet assists LG Talent with campaign management, graphical design, IT, recruitment and administration support.

# Recruitment Methodology



# Recruitment Programme and Process

Heather Oliver will personally front end manage and be the key point of contact throughout the recruitment process, working in partnership with the Selection Panel members or nominated person from Council.

Providing human resources and recruitment advice and support, the process will encompass the following:

**Stage 1**

- Undertake a comprehensive briefing with the Selection Panel or nominated person (in person or via video link) at the commencement of the assignment. This will include the review and refinement of the position description, benchmarking and clarification of remuneration and benefits, clarity on style fit and dynamic of the ideal candidate, to ensure the selection criteria is clear and agreed.

- The 2021 changes to the *Local Government Act 1999* require Council to include a Qualified Independent Person (QIP) on its CEO Selection Panel. Heather Oliver is able to undertake this role without additional cost to Council if required.

- A multi-faceted, on-line/digital, national candidate attraction strategy is recommended, to appeal to candidates from a wide range of geographies and sectors. This approach will also ensure candidates from a range of sectors and locations view the advertisement/s and/or hear of the opportunity and/or refer others.
  A range of Job Sites and Social Media platforms will be utilised including SEEK, LinkedIn, Local Government Job Directory and Council's website.
  Digital media advertising with a well-crafted advertisement and Selection Panel input and sign off will be developed, which is of the right pitch to elicit the quality of candidates.

- Although an on-line/digital only advertising campaign is recommended, it can be supplemented with local, state and/or national print media advertising depending on Council's preference and budget, which will be discussed at the initial briefing (optional).

- An agreed close date for applications will be included in all advertisements.

- Heather Oliver's contact phone number and email will be included in all advertisement/s to facilitate confidential discussions, questions etc, and a candidate pack with be developed with a range of Council information, the position description, the advertisement/s, and links to key information.

- A 60 second video of the vision for Council and this position/s is recommended to be included in the digital advertising, giving candidates a true sense and flavour of what to expect, which will engender further excitement and interest in the position (optional).

**Stage 2**

- Direct Search – careful research and market mapping will be conducted to identify potential candidates of the right experience and style fit to directly approach. This activity supplements to advertising campaign.

- Local Government and other sector networking initiatives will be adopted to target groups where potential candidates may exist. This includes tapping into intra and interstate professional bodies across a range of sectors, access to interstate recruitment partners, and drawing upon existing candidate pools and referral networks from a range of sectors.

- Internal candidates past or present and/or candidates from neighbouring councils (if applicable) will be managed with the utmost care and in close consultation with the Selection Panel or nominated person.

- Diversity and Inclusion requirements of Council will also be considered and factored into the process.

- Regular (weekly or as otherwise agreed) updates will be provided to the Selection Panel or nominated person, around candidate applications, their locations, number of enquiries, and assignment progress will be provided throughout the entire recruitment process as agreed.

- During the advertisement campaign period and upon reaching the application close date, all applications will be reviewed, sorted and promptly and professionally managed, and applications that are clearly not suitable notified.

- A tiered assessment report of all candidates will be compiled for transparency.

**Stage 3**

- In depth face to face, telephone or video link screening will be undertaken with all candidates who match the selection criteria through their application. Those successful from this stage will move through to the long list.

- Initial in-depth face to face or video link interviews will be undertaken with all long-listed candidates by Heather Oliver, particularly focussing on motivation for the role and location, style fit to the culture, and balance of technical experience and capabilities, qualifications, and communication skills.

- A shortlist of candidates will be discussed and presented by Heather Oliver to the Selection Panel or nominated person, and a report outlining their match to the Selection Criteria prepared, and accompanied with each candidate's application letter and CV.

- All unsuccessful candidates at this point will be notified, with feedback provided.

**Stage 4**

- Competency based interview questions and packs will be developed and sent to the Selection Panel or nominated person for review and sign off. Panel interviews with the Selection Panel (date/location agreed in advance) will be scheduled in liaison with Council's representative. Competency based interview guides with agreed questions and rating system in-line with the selection criteria will be prepared in readiness for panel interviews. Interviews of approx. 1- 1.5 hour each are recommended.

- Heather Oliver will be available to be an independent Panel Member.

- Comprehensive Selection Panel discussions and data integration should follow the interviews, with preferred candidate/s agreed.

- Feedback from candidates following interviews will be sought and passed on to the Selection Panel or nominated person.

- Second interviews, and/or presentations can be organised at this time with preferred candidate/s.

- Robust, recent and relevant competency-based reference checks (minimum of 2) will be undertaken by Heather Oliver before offer stage. Reference checking will be undertaken by telephone or video link and if permitted by referee/s, can be recorded for the panel to review.

- Additional research, background and qualification checking on the preferred candidate/s is also undertaken at this stage.

- Full assistance with the offer and acceptance of employment, counter offers, contract management, relocation (if applicable) and any additional support will be provided to ensure the successful negotiation and acceptance of offer by the preferred candidate.

- Once an offer has been accepted and contract signed, all unsuccessful candidates will be personally notified, and feedback provided.

- Upon commencement, monthly follow-up calls with the mayor and new CEO will be undertaken during the first 12 months to gain two-way feedback and to support ongoing success.

If there are any elements of the above process that you would like varied, we can work together to adapt to your needs.

# Specialist Support and Value Adds

Heather Oliver and the team will be available 24/7 to assist Council and candidates throughout the process which may include advice and assistance around salary benchmarking, travel arrangements and relocation information relating to facilities a relocating family may need, organising facilities if the recruitment panel wish to undertake initial interviews in another location, and digital facilities to minimise cost and environmental impact for Council throughout the recruitment process.

The LG Talent team will ensure transparency, effective communication, and alignment at each stage, and our robust methodology and processes will support the Selection Panel and Council to make confident and informed decisions.

Reporting, documentation and communication at each stage of the recruitment process will be transparent, thorough and tailored to Council's needs. This commences at the initial briefing and workshop with the Selection Panel, through each stage of the recruitment process, debriefs and recommendations, offer/negotiation support, and post placement follow-up and support.

Tailored service levels for regular and ongoing communication with the Selection Panel and Committee including reporting and check in points will also be agreed at the initial workshop briefing.

LG Talent has a demonstrated capacity to act independently, can confirm that no conflict of interest exists in relation to this recruitment, and agree to comply with Council's procurement policies and confidentiality requirements.

Post placement collaboration can also include; mentoring support, assistance with KPI setting, assistance with Performance Reviews, and specialist Human Resources and Industrial Relations support as required.

## Deliverables

The key deliverables are detailed throughout this document, primarily in the Recruitment Programme and Process section.

To summarise, the LG Talent team will be dedicated to providing key deliverables throughout the process which may include:

- helping to refine or redeveloping the position description
- acting as a Qualified Independent Person (of required)
- providing regular weekly (or more frequent) updates throughout the process
- detailed/tailored reporting at any stage
- robust long and shortlisting processes using a tailored matrix structure to facilitate matching against the agreed criteria
- provision of all candidate documentation relating to reference and probity checking, qualifications, psychometric reports etc
- assistance with contract and offer negotiations
- recommendation and recruitment campaign summary
- any ad hoc deliverables required by Council can be discussed and agreed at the initial workshop briefing, and at any time throughout the process.

# Timeline

| ACTIVITY | WEEK 1 | WEEK 2 | WEEK 3 | WEEK 4 | WEEK 5 | WEEK 6 | WEEK 7 | WEEK 8 |
|---|---|---|---|---|---|---|---|---|
| CLIENT BRIEFING | ▬ | | | | | | | |
| PLACE ADVERTISEMENT | | ▬ | | | | | | |
| RECEIVE APPLICATIONS AND SEARCH | | | ▬ | ▬ | | | | |
| CONSULTANT INTERVIEWS | | | | | ▬ | | | |
| SHORTLISTING | | | | | | ▬ | | |
| PANEL INTERVIEWS | | | | | | | ▬ | |
| CANDIDATE APPOINTED | | | | | | | | ▬ |

Above is an indicative timeframe for a CEO Recruitment process, with specific milestone dates to be agreed at the initial briefing with the CEO Selection Panel.

If time critical, this timeline reduced to 6 weeks without compromising a quality outcome.

The recruitment process can commence immediately or at a timeframe to suit Council.

# Recruitment Fee

A **$11,500 flat fee plus GST** is proposed for the full end to end recruitment process as outlined in this proposal.

All digital advertising costs on Seek, LinkedIn and Local Government Job Directory are included in the fee.

A 12-month replacement guarantee is provided with each placement (excluding any additional advertising costs).

Up to two in person visits and all travel costs for Heather Oliver, and unlimited Teams/Zoom meetings are included in the fee.

The fee will be invoiced in three parts: - one third at commencement, one third upon presentation of shortlist, and the final third upon acceptance of an offer by a suitable candidate.

If you would like any other variation/combination of services provided, this can also be negotiated.

# Psychometric Testing (Optional)

Psychometric testing provides an extra source of information and science to help make an informed decision about your preferred candidate/s.

Combined with application documents, interview data and ratings, and reference checking, psychometric testing provides higher level insights which screening and interview/s alone may not fully reveal.

Testing can cover a range of areas including personality profiling, indicative workplace behaviour, leadership style, drive and motivation, to list just a few areas.

An independent firm, at “arm’s length” from the recruitment process is engaged, and the battery of tests are tailored to the right “pitch” of the position with the appropriate interpersonal and technical competencies incorporated into the process.

A detailed Universal Competency Report is provided from the OPQ (personality assessment), and results from 3 ability tests (verbal, numerical, and abstract reasoning) using Australian managerial norms are provided.

In addition to a detailed report (example can be provided), a verbal feedback session is also provided separately to both the CEO or hiring manager, and the candidate.

The organisational Psychologist utilised is:

Fel Donatelli
*BSc (Hons) (Psych), M.Psych (Org), MAPS*
www.perquiro.com.au

The cost of comprehensive psychometric testing for an Executive is approximately $950 plus GST.

# Why choose LG Talent?

- Recruitment excellence specialising only in recruiting to the Local Government sector
- 100% South Australian owned & operated
- 30 years of recruitment experience will personally meet you & manage your recruitment assignment/s
- National independent local government affiliations located across Australia for true national candidate reach
- Well developed candidate pools & networks from a wide range of sectors, specialisations & at all levels
- Flexible part or end to end recruitment options to suit your budget & preferred level of service
- Cost effective, fully inclusive flat fees to meet your budget
- 100% track record of success with CEO, Executive, Technical & hard to fill roles in all locations - regional, remote & metropolitan
- Proactive multi-pronged recruitment strategies applied to all assignments to ensure success
- Honest, transparent, confidential & objective communication with clients & candidates assured in all dealings
- Referees at all levels who can attest to the service & delivery of a quality outcome

# Track Record & Longevity of CEO appointments

Heather Oliver has undertaken many CEO and Executive recruitment assignments in local government over a long period. The success of any CEO placement however is not just about finding a great candidate, but also being able to demonstrate long term success and longevity in the role.

Besides the candidates placed recently into CEO positions, below are examples of several South Australian Council CEO's Heather Oliver has personally placed that are still successfully performing in their roles many years later, which further attests to her expertise in filling such roles:

**James Miller – CEO – Adelaide Plains Council – commenced December 2015 – current.**

**Anne Champness – CEO – Tatiara District Council – commenced November 2017 – current.**

**Ben Scales – CEO – Mid Murray Council – commenced March 2019 – current.**

# Referees

**Mayor Sue Scarman - Northern Areas Council PH: 0418 844 935**

**Mayor Stephen McCarthy - District Council of Mount Remarkable PH: 0407 900 556**

**Mayor Jeff Pope - Kingston District Council PH: 0407 114 700**

**Mayor Geoff Churchett – District Council of Tumby Bay PH: 0427 951 958**

**More referees are available if required.**

**Thank you for the opportunity to present this proposal.**

**Sincerely**

**Heather Oliver – LG Talent**

**CONFIDENTIAL MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON WEDNESDAY 9 JULY 2025 AT 5:01 PM 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 ATTENDANCE

### 1.1 Present

His Worship the Mayor L Stephens, Deputy Mayor Cr A Zubrinich and Crs M Hopgood, J Connor (arrived 5.08pm), A Gulin, J Joyce, G Petagna, L Peters and K Jackson (arrived 5.26pm)

K Carmody, Executive Assistant (Minutes)

Media: Nil Gallery: Nil

### 1.2 Apologies

Crs J Joyce and J Keain

### 1.3 Leave of Absence

Nil

### 1.4 Non-Attendance

Nil

## 2 DECLARATIONS OF INTERESTS

Nil

## 3 ITEMS FOR CONSIDERATION OF CONFIDENTIALITY

### 3.1 CHIEF EXECUTIVE OFFICER RECRUITMENT

**RESOLUTION SCM 024/25**

**MOVED: Cr Peters**

**SECONDED: Cr Petagna**

**Pursuant to Section 90(2) & (3)(b)&(k) of the *Local Government Act 1999*, the Council orders that the public, with the exception of the Executive Assistant (minutes) be excluded from attendance at that part of this meeting relating to Agenda Item 3.1 Chief Executive Officer Recruitment to enable the Council to consider this item 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 information or matters relating to Item 3.1 the disclosure of which:**

- **could reasonably be expected to confer a commercial advantage on a person with whom the Council is proposing to conduct business and would prejudice the commercial position of the Council; and**
- **would be unreasonable as the proposals contain commercial in confidence information.**

CONFIDENTIAL

**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 CSCM 0257/25**

**MOVED: Cr Peters**

**SECONDED: Cr Petagna**

**That the Confidential Minutes of the Chief Executive Officer Selection Panel meeting held on 2 July 2025 be received.**

**CARRIED**

**RESOLUTION CSCM 026/25**

**MOVED: Cr Zubrinich**

**SECONDED: Cr Petagna**

**That Council endorse the Chief Executive Officer Selection Panel's recommendation that LG Talent be engaged for the recruitment of a Chief Executive Officer.**

**CARRIED**

Cr Connor arrived at 5.08pm.

**RESOLUTION CSCM 027/25**

**MOVED: Cr Zubrinch**

**SECONDED: Cr Hopgood**

**That Council endorse the draft Chief Executive Officer Employment Agreement and Job Description as contained in the agenda.**

**CARRIED**

**RESOLUTION CSCM 028/25**

**MOVED: Cr Hopgood**

**SECONDED: Cr Petagna**

**That the total remuneration package for the new Chief Executive Officer position on initial offer be $235,000 (noting that this is within the Level 5 bandwidth allocated to this Council by the Remuneration Tribunal effective 1 July 2025), with the understanding that it may be adjusted depending on experience. The final offer will be a decision of the Council if different from $235,000.**

**CARRIED**

Cr Jackson arrived at 5.26pm.

**RESOLUTION CSCM 029/25**

**MOVED: Cr Hopgood**

**SECONDED:** **Cr Zubrinich**

**That Psychometric Testing be included as part of the recruitment process in line with the quote provided by LG Talent for the amount of $950 plus GST per candidate should it be required.**

**CARRIED**

**RESOLUTION SCM 030/25**

**MOVED:** **Cr Gulin**

**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 3.1 Chief Executive Officer Recruitment shall be kept confidential, being documents relating to a matter dealt with by the Council on a confidential basis under Section 90(2) & (3)(b)&(k) of the Act.**

**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 their 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**

## 4 MEETING CLOSURE

The meeting closed at 5.33pm.

**MAYOR**

CONFIDENTIAL

**CHIEF EXECUTIVE OFFICER SELECTION PANEL (COMMITTEE)**

**Council Members:**
His Worship the Mayor L Stephens (Chairperson)
Cr M Hopgood
Cr L Peters

NOTICE is hereby given that a meeting of the **Chief Executive Officer Selection Panel (Committee)** will be held on **Monday, 21 July 2025 at 5.15pm** in the Mayor's Office, Port Pirie Regional Council Administration Office, 115 Ellen Street, Port Pirie.

**Peter Ackland**
**Chief Executive Officer**
17 July 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 OF LAST MEETING**

2.1 Chief Executive Officer Selection Panel Meeting held 2 July 2025

**3.0 BUSINESS ARISING FROM MINUTES**

**4.0 DECLARATIONS OF INTERESTS**

**5.0 REPORTS / ITEMS FOR CONSIDERATION OF CONFIDENTIALITY**

5.1 Chief Executive Officer Recruitment
Pursuant to Section 90(3)(d)
**Pursuant to Section 90(2) & (3)(d) of the *Local Government Act 1999*, the Committee orders that the public, with the exception of the Executive Assistant (minutes) and Heather Oliver, LG Talent be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Chief Executive Officer Recruitment to enable the Committee to consider this item 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 information or matters relating to Item 5.1 which is commercial information of a confidential nature (not being a trade secret) the disclosure of which could prejudice the commercial position of the person who supplied the information, or confer a commercial advantage on a third party and which would, on balance, be contrary to the public interest, being information relating to the Chief Executive Officer role and recruitment 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.**

Section 91(7) Order

**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 5.1 Chief Executive Officer Recruitment shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Section 90(2) & (3)(d) of the Act on the grounds that the documents relate to commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information; or confer a commercial advantage on a third party and would, on balance, be contrary to the public interest, being information relating to the Chief Executive Officer role and recruitment process.**

**This order shall operate for a period of six (6) months or until the conclusion of the recruitment process and formal contractual arrangements have been executed with the successful candidate.**

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

**The Committee 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.**

## 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 CHIEF EXECUTIVE OFFICER SELECTION PANEL (COMMITTEE) MEETING HELD ON WEDNESDAY 2 JULY 2025 IN THE MAYOR'S OFFICE, PORT PIRIE REGIONAL COUNCIL ADMINISTRATION OFFICE, 115 ELLEN STREET, PORT PIRIE AT 4.47 PM.**

**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 (Chair) and Crs M Hopgood and L Peters

1.2 Apologies

Nil

1.3 Leave of Absence

Nil

1.4 Non Attendance

Nil

## 2.0 CONFIRMATION OF MINUTES OF LAST MEETING

2.1 Chief Executive Officer Selection Panel Meeting held 23 June 2025

**MOVED Cr Peters SECONDED Cr Hopgood**

**CSP07/25 That the Minutes of the Chief Executive Officer Selection Panel meeting held on 23 June 2025 be received and confirmed.**

**CARRIED**

## 3.0 BUSINESS ARISING FROM MINUTES

Nil

## 4.0 DECLARATIONS OF INTERESTS

Nil

## 5.0 REPORTS / ITEMS FOR CONSIDERATION OF CONFIDENTIALITY

5.1 Chief Executive Officer Recruitment Proposals
Pursuant to Section 90(3)(k)

**MOVED Cr Hopgood SECONDED Cr Peters**

**CSP08/25 Pursuant to Section 90(2) & (3)(k) of the *Local Government Act 1999*, the Council orders that the public, with the exception of the Executive Assistant (minutes) be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Chief Executive Officer Recruitment Proposals to enable the Committee to consider this item 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 information or matters relating to Item 5.1 which are proposals for the provision of services, the disclosure of which would be unreasonable as the proposals contain commercial in confidence information.**

CONFIDENTIAL

**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**

**MOVED Cr Hopgood SECONDED Cr Peters**

**CSP09/25 That the Panel recommend to Council that LG Talent be engaged for the recruitment of a Chief Executive Officer.**

**CARRIED**

**MOVED Cr Peters SECONDED Cr Hopgood**

**CSP10/25 That upon consideration by Council and endorsement of the above recommendation, the Executive Assistant send a letter to:**

1. **the successful consultant advising of the Panel's acceptance of their proposal and inviting the consultant to attend a face-to-face meeting with the Panel to discuss the process; and**
2. **the four unsuccessful recruitment consultants thanking them for their expression of interest and advising the outcome of their proposal.**

**CARRIED**

Section 91(7) Order

**MOVED Cr Peters SECONDED Cr Hopgood**

**CSP11/25 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 5.1 Chief Executive Officer Recruitment Proposals shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Section 90(2) & (3)(k) of the Act on the grounds that the documents relate to proposals for the provision of services, the disclosure of which would be unreasonable as the proposals contain commercial in confidence information.**

**This order shall operate for a period of six (6) months or until an agreement is finalised.**

**Pursuant to Section 91(9)(c) of the *Local Government Act 1999*, the Council delegates to the Chief Executive Officer (or their 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**

**MOVED Cr Peters SECONDED Cr Hopgood**

**CSP12/25 That the Executive Assistant liaise with Deirdre Albrighton of Albrighton Consulting regarding her offer to act as a qualified independent person on the interview panel and to provide a quote to the Panel to undertake this role.**

**CARRIED**

**6.0 NEXT MEETING:** To be determined.

**7.0 CLOSURE:** 5.20pm

_____

**CHAIRPERSON**

CONFIDENTIAL

# CEO Recruitment

## Selection Panel Presentation
## July 2025

Port Pirie
Regional Council


LG Talent
RECRUITMENT
EXCELLENCE IN
LOCAL GOVERNMENT

**Heather Oliver**
*Managing Director*

0404 801 969
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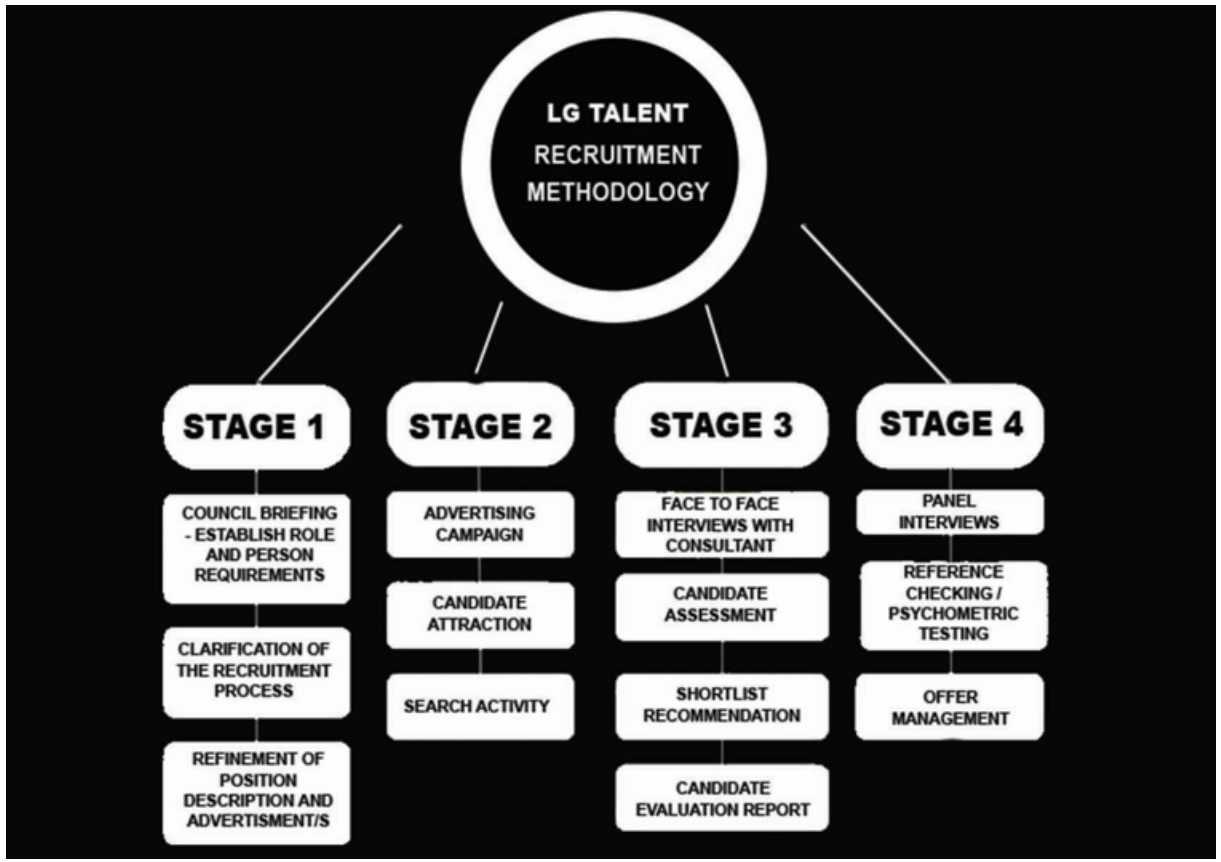
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# Presentation

- Introduction
- Overview of the process
- Proposed Timeline
- Define your new CEO
- Q&A

Port Pirie
Regional Council

# The Process




**Detailed end to end process outlined in proposal**

# Proposed Timeline

- CEO Panel Briefing – 21/7/25
- Advertisement campaign preparation incl graphics, draft advertisement etc – 22/7/25 – 25/7/25
- Launch recruitment campaign – 28/7/25 – 1/8/25
- Close applications – 9am 25/8/25
- Pre-interviews – 26/8/25 – 29/8/25 & prior throughout ad campaign as applications received
- Long & Shortlisting Meeting – week commencing 1/9/25(date tbc with Panel)
- Panel interviews – week commencing 8/9/25 (date tbc with Panel)
- Second interviews, references, psychometric testing (if applicable), due diligence etc – week commencing 15/9/25 (date tbc with Panel)
- Offer negotiation & contract preparation – week  commencing 22/9/25 (date tbc with Panel)

# Define your new CEO

- Sector experience - LG, non LG or flexible
- Any particular specialisation/s
- Qualifications
- Culture/style fit
- Existing CEO or aspiring ready to step up
- Where must/can they live – housing or allowance?
- Internal candidates, any sensitivities, target candidates
- Key deliverables & challenges facing Council in  first 12 – 24 months
- Any changes to the Position Description
- Remuneration – Band 5 ($226,940 - $294,103) TEC –incl all benefits ie: Super, MV
- Term 3, 4 or 5 years
- Ideal start date
- Fully digital campaign
- Psychometric testing
- Heather Oliver assisted by Sharon Somerville will be the key contacts throughout

Port Pirie
Regional Council

# Q & A

Port Pirie
Regional Council

LG Talent
RECRUITMENT
EXCELLENCE IN
LOCAL GOVERNMENT

**MINUTES OF THE CHIEF EXECUTIVE OFFICER SELECTION PANEL (COMMITTEE) MEETING HELD ON MONDAY 21 JULY 2025 IN THE MAYOR'S OFFICE, PORT PIRIE REGIONAL COUNCIL ADMINISTRATION OFFICE, 115 ELLEN STREET, PORT PIRIE AT 5.15 PM.**

CONFIDENTIAL

**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 (Chair) and Crs M Hopgood and L Peters

1.2 Apologies

Nil

1.3 Leave of Absence

Nil

1.4 Non Attendance

Nil

## 2.0 CONFIRMATION OF MINUTES OF LAST MEETING

2.1 Chief Executive Officer Selection Panel Meeting held 2 July 2025
Confidential Minutes provided to the Panel under separate cover.

**MOVED Cr Hopgood SECONDED Cr Peters**

**CSP13/25 That the Minutes of the Chief Executive Officer Selection Panel meeting held on 2 July 2025 be received and confirmed.**

**CARRIED**

## 3.0 BUSINESS ARISING FROM MINUTES

Nil

## 4.0 DECLARATIONS OF INTERESTS

Nil

## 5.0 REPORTS / ITEMS FOR CONSIDERATION OF CONFIDENTIALITY

5.1 Chief Executive Officer Recruitment
Pursuant to Section 90(3)(d)

**MOVED Cr Peters SECONDED Mayor Stephens**

**CSP14/25 Pursuant to Section 90(2) & (3)(d) of the *Local Government Act 1999*, the Committee orders that the public, with the exception of the Executive Assistant (minutes) and Heather Oliver, LG Talent be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Chief Executive Officer Recruitment to enable the Committee to consider this item 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 information or matters relating to Item 5.1 which is commercial information of a confidential nature (not being a trade secret) the disclosure of which could prejudice the commercial position of the person who supplied the information, or confer a commercial advantage on a third party and which would, on balance, be contrary to the public interest, being information relating to the Chief Executive Officer role and recruitment 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**

**MOVED Cr Hopgood SECONDED Cr Peters**

**CCSP15/25 That the recruitment process timeline be as follows:**

- **Advertisement to be finalised by the week ending 25 July.**
- **Recruitment campaign to be launched during the week of 28 July to 1 August.**
- **Applications close 9am 25 August.**
- **Heather to conduct pre-interviews 26 to 29 August and prior throughout the ad campaign as applications are received.**
- **Panel to meet with Heather via MS Teams on 2 September at 5pm to conduct long and shortlisting of applications.**
- **First Panel interviews to be held in Adelaide on 8 September.**
- **Second Panel interviews to be held in Port Pirie on 15 September.**

**That the Panel determine the need for psychometric testing once interviews have been held and shortlisting is down to the final few candidates.**

**Heather to provide weekly updates throughout the process to the Panel through the Executive Assistant.**

**CARRIED**

Section 91(7) Order

**MOVED Cr Peters SECONDED Cr Hopgood**

**CSP16/25 Pursuant to Section 91(7) of the *Local Government Act 1999*, the Committee orders that the agenda reports, related attachments and minutes relating to Agenda Item 5.1 Chief Executive Officer Recruitment shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Section 90(2) & (3)(d) of the Act on the grounds that the documents relate to commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information; or confer a commercial advantage on a third party and would, on balance, be contrary to the public interest, being information relating to the Chief Executive Officer role and recruitment process.**

**This order shall operate for a period of six (6) months or until the conclusion of the recruitment process and formal contractual arrangements have been executed with the successful candidate.**

CONFIDENTIAL

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

**The Committee 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**

**6.0 NEXT MEETING:** 2 September 2025 at 5.00pm.

**7.0 CLOSURE:** 6.40pm

_____

**CHAIRPERSON**

CONFIDENTIAL

# ORDINARY MEETING OF COUNCIL

# 27 August 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.

**Chris Davey**
**Acting Chief Executive Officer**
22 August 2025

# AGENDA

**16 Items for Consideration as to Confidentiality ..... 3**

16.1 RFT For Contract 2025/171 Replacement Backhoe ..... 3

16.2 RFT for Contract 2025/167 - Shared Pathway Stage 3 ..... 8

16.3 RFT for Contract 2025/148 - Memorial Oval Lighting Upgrade ..... 13

# 16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

## 16.1 RFT FOR CONTRACT 2025/171 REPLACEMENT BACKHOE

**Author:** **Alan Bennett, Project Manager**

**Authoriser:** **Vivien Nsanabo, Director Infrastructure**

**File Reference:** **2025.0951**

| | | | | |
|---|---|---|---|---|
| **Timeframe**: | 2025/26 FY | | | |
| **Budget Impact:** | NIL | | | |
| **Risk Assessment:** | **Primary Risk Type(s):** | | Financial / Infrastructure | |
| | **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:**

- **note that two (2) submission were received to supply a replacement backhoe; and**
- **award a contract to C.F.C. HOLDINGS PTY LTD Trading as JCB Construction Equipment Australia in accordance with the documents submitted in response to Request for Tender for Contract 2025/171 Replacement Backhoe for the amount of $223,900 (excluding GST).**

**EXECUTIVE SUMMARY**

Council has allocated $250,000 (ex GST) in its 2025/26 Capital Works Budget for replacement of Plant Equipment – Loader/Tractors as part of its 10-year replacement program. These funds are to be used in replacement for the current Backhoe which has reached its end of service life.

A Request for Tender process was undertaken for the engagement of a dealership to supply a replacement backhoe, and this report provides details of this and the recommendation to award a contract for the purchase of equipment.

**DISCUSSION**

Council has allocated funds in its 2025/26 Capital Works Program for replacement of Plant Equipment – Loder/Tractors. These funds are to be used in replacement for the current Backhoe which has reached its end of service life.

This report details the tender process that was conducted for the purchase of plant equipment.

**PROPOSED SUPPLY**

Replacement of Councils existing backhoe as part of the 10-year replacement program.

**TERM OF CONTRACT**

The term of the contract is for a once off purchase

**TENDER ASSESSMENT**

Request for Tender documentation was uploader to SA Tenders to reach all possible interested dealerships

At the closing time of tenders of 2pm Tuesday 1 July 2025, two (2) tender submissions were received as follows:

| **Tenderer** | **Tendered Price $ (excluding GST)** |
|---|---|
| C.F.C. HOLDINGS PTY LTD Trading as JCB Construction Equipment Australia | $223,900.00 |
| Cavpower Pty Ltd | $191,000.00 |

Tenderers were invited on a Lump Sum basis.

**QUALITATIVE ASSESSMENT**

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

| | |
|---|---|
| Adherence to specification | 15% |
| Implementation/Delivery Schedule | 15% |
| Warranty | 15% |
| Price | 55% |
| **TOTAL** | **100%** |

The tenders were evaluated by:

- Derek Fidge – Depot Supervisor
- Alan Bennett – Project Manager

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**

Both tender submissions were deemed compliant and capable of supplying a suitable replacement backhoe for Council. However, the submission from C.F.C. HOLDINGS PTY LTD Trading as JCB Construction Equipment Australia offered a machine with more user-friendly features and a significantly shorter delivery timeframe—three months earlier than the alternative. JCB also

submitted a newer and more advanced backhoe model compared to CAT, whose submission features an older and more dated piece of equipment. The JCB backhoe stands out in several key areas:

- Safety and Monitoring: JCB's model includes enhanced safety features and integrated vehicle monitoring systems, offering improved operator awareness and operational oversight.
- Operator Efficiency: The inclusion of a hydraulic quick hitch significantly reduces the need for manual labour, allowing attachments to be changed more efficiently and safely.
- Performance: JCB has provided a more powerful machine, delivering superior performance capabilities compared to the CAT model.

Overall, JCB's submission demonstrates a clear advantage in terms of technology, safety, and operator convenience.

Additionally, consultation with the Construction and Maintenance Leading Hand and WHS indicated a preference for the JCB backhoe.

**TIMING AND BUDGET**

Council has allocated $250,000 (ex GST) in its 2025/26 Capital Works Budget for replacement of Plant Equipment – Loader/Tractors as part of its 10-year replacement program. These funds are to be used in replacement for the current Backhoe which has reached its end of service life.

Should Council agree to the recommendation, the preferred tenderer will be engaged to purchase the backhoe with delivery taken within 4-8 weeks from date of order.

**TENDER SUMMARY**

| Criteria | Weighting | JCB Construction Equipment Australia | Cavpower Pty Ltd |
|---|---|---|---|
| Adherence to Specification | 15% | Adhered to specifiactions and provided a list of additional saftey features inculded. | Adherence to speifcation |
| Implementation/Delivery Schedule | 15% | Delivery 4-8 weeks from date of order.<br>Daily pre-start preventantive maintenance training is provided by a Technician for operators and personnel at time of delivery.<br>Optional service contract to provide semi-fixed routine serving pricing. | Delivery 16- 18 Weeks from date of order. Current delivery date will be double that of other tenderer. |
| Warranty | 15% | JCB Machine Care Concurrent 5 Year / 5,000 hour extended warranty. | Cavpower 5 year / 5000 hours Equipment Protection Plan |
| Price | 55% | Within budget - Highest cost. | Within budget - lowest cost |
| General Comments | 100% | Factory Additional<br>Remote diagnotics management | Provided a well formed submission and Adhered to specifications however a much longer lead time in comparision to the other tender. |

**TENDER SCORING MATRIX**

| ITEM | DESCRIPTION | WEIGHTING % | C.F.C. HOLDINGS PTY LTD Trading as JCB Construction Equipment Australia | | Cavpower Pty Ltd | |
|---|---|---|---|---|---|---|
| | Evaluation Criteria<br>Note: ( )* Denotes Rating | | Score (out of 5) | | Score (out of 5) | |
| | **LUMPS SUM TENDER VALUE EXCL GST** | | **$223,900.00** | | **$191,000.00** | |
| 1 | Adherence to specification | 15% | 4 | 12.00 | 3 | 9.00 |
| 2 | Implementation/Delivery Schedule | 15% | 4 | 12.00 | 3 | 9.00 |
| 3 | Warranty (Schedule 14) | 15% | 3 | 9.00 | 3 | 9.00 |
| 4 | Price (Schedules 16)<br>Score = 2.5 + 5*(($M-$T)/$M) | 55% | 2.1 | 23.10 | 2.9 | 31.90 |
| | TOTAL SCORE INCLUDING PRICE | **100%** | 56.10 | | 58.90 | |
| | **TOTAL RANK INCLUDING PRICE** | | **2** | | **1** | |
| | *TOTAL SCORE EXCLUDING PRICE* | | *33.00* | | *27.00* | |
| | ***TOTAL RANK EXCLUDING PRICE*** | | ***1*** | | ***2*** | |

**ATTACHMENTS**

**Nil**

## 16.2 RFT FOR CONTRACT 2025/167 - SHARED PATHWAY STAGE 3

**Author:** **Angie Finlay, Project Manager**

**Authoriser:** **Vivien Nsanabo, Director Infrastructure**

**File Reference:** **2025.0712**

| | | | | |
|---|---|---|---|---|
| **Timeframe**: | 2025/2026 Financial Year | | | |
| **Budget Impact:** | Nil | | | |
| **Risk Assessment:** | **Primary Risk Type(s):** | | Financial / Infrastructure | |
| | **Inherent Risk:** | **Likelihood** | **Consequence** | **Rating** |
| | | Possible | Moderate | Medium |
| | **Controls:** | ▪ Tender assessment and review | | |
| | **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:**

- **note that nine (9) submissions were received as part of the tender process to engage a qualified and experienced civil works contractor to construct 840m section of shared pathway – stage 3 from Afford Road to Wandearah Road (adjacent St Marks Primary School); and**
- **award a contract to Jakelco Contracting Pty Ltd in accordance with the documents submitted in response to Request for Tender for Contract 2025/167 Shared Pathway stage 3, for the fixed amount of $399,610 (excluding GST).**

**EXECUTIVE SUMMARY**

Council has received grant funding of $200,000 under this year's round of the State Bicycle Fund. These funds are to be used along with Council's match funding to construct stage 3 of the Three Chain Road shared pathway.

A Request for Tender process was undertaken for the engagement of a civil works contractor to construct this segment of shared pathway. This report provides details of the tender evaluation process and the recommendation to award a contract for these works.

**DISCUSSION**

Council has received a grant funding from the State Bicycle Fund and has allocated additional funds to its 2025/2026 Capital Works Program for a combined capital funding of $400,000. Under the conditions of the funding provided by the State Bicycle Fund, the works would need to be completed by 31 December 2025 as agreed between the parties under an extension of the grant period.

**PROPOSED WORKS**

The proposed works include the construction of an 840 meter section of shared pathway to extend the existing path from Afford Road to Wandearah Road (adjacent St Marks Primary School). As per the sections constructed in previous years, the pathway will consist of a 2.7 meter wide asphalt surface complete with line marking to enable 2 way travel of pedestrians and cyclists.

**TENDER ASSESSMENT**

Request for Tender documentation was uploaded onto the Tenders SA portal, with the submission date for all tenders closing at 2:00 pm (Adelaide Time) Tuesday 8 July 2025. There were submission responses from nine (9) companies all of whom have had experience in civil construction.

The tender submissions were received, and the summary of their submissions are as follows:

| **Tenderer** | **Tendered Price $ (excluding GST)** |
|---|---|
| Civil Tech Pty Ltd | $ 376,883 |
| Denco Civil Pty Ltd | $ 471,471 |
| Downer EDI Works Pty Ltd | $ 607,427 |
| Jakelco Contracting Pty Ltd | $ 399,610 |
| Leanic Civil Mining & Construction Pty Ltd | $ 667,520 |
| Nova Group Services Pty Ltd | $ 754,961 |
| SF Prestige Homes Pty Ltd | $ 1,214,034 |
| Tarra Civil Pty Ltd | $ 629,735 |
| Yousuf Civil Construction Pty Ltd | $ 250,000 |

Tenderers were invited on a Lump Sum basis.

**Non-Conforming Quote**

Review of the submission provided by Yousuf Civil Constructions Pty Ltd identified that they did not hold the required builders license in this state to contract for this type of work. As a result, they are therefore deemed to be non-conforming and removed from the evaluation process.

**QUALITATIVE ASSESSMENT**

The remaining conforming tenders received have been assessed against the criteria as set out below:

| | |
|---|---|
| Works Health & Safety and Risk Management | 10% |
| Local Economic Benefit & Social Inclusion | 5% |
| Experience | 25% |
| Implementation/Delivery Schedule | 10% |
| Value Added Services and Improvement & Innovation | 5% |
| Warranty | 5% |

| | |
|---|---|
| Price | 40% |
| **TOTAL** | **100%** |

The tenders were evaluated by:
- Angie Finlay
- Glenn Miller

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**

Quote clarifications were sought from Yousuf Civil Constructions to determine if they held a builder's license for civil construction works. As stated already stated, this clarification confirmed that this contractor was not adequately licensed and subsequently removed from the evaluation process.

Clarification was also sought from Civil Tech Pty Ltd regarding their availability to complete the works within the required construction window as determined by the grant funding agency. Confirmation was received that this contractor would not be able to commence the works until January 2026 (being after the required completion date) making them ineligible to be awarded the contract on this occasion.

**OVERALL FINDING**

Following the removal of Yousuf Civil Constructions Pty Ltd (unlicensed), and award not possible with Civil Tech Pty Ltd (unavailable in the required timeframe), Jakelco Contracting have been identified as the preferred contractor based on price and the result of the evaluation price.

**TIMING AND BUDGET**

Total funding of $783,621 ($583,621 as carried forward from 2024/25 plus $200,000 from the State Bicycle Fund) has been approved in the 2025/26 Capital Works Budget. Funding has been allocated to the projects to be delivered within this budget as follows:
- Stage 3 of the Three Chain Road Shared Pathway - $400,000
- Wandearah Road Shared Pathway (John Pirie School) - $100,000
- Goode Road footpath construction - $221,179
- Grey Terrance/Short Street driveway upgrade - $14,654

The total budget allocation has an unallocated component of $47,788.00 to be used as contingency funds should any unforeseen variations occur. Should Council agree to the recommendation, the preferred tenderer will be engaged, and works will be programmed to be completed by 31 December 2025, subject to favorable weather conditions.

**ATTACHMENTS**

1. **Attachment 1 - Tender Summary**
2. **Attachment 2 - Tender Detailed Evaluation**

**TENDER SUMMARY**

| Criteria | Weighting | Civil TECH Pty Ltd | Denco Civil Pty Ltd | Downer EDI Works Pty Ltd | Jakelco Contracting Pty Ltd | Leanic Civil Mining & Construction | Nova Group Services | SF Prestaige Homes Pty Ltd | Tarra Civil |
|---|---|---|---|---|---|---|---|---|---|
| Works Health & Safety and Risk Management. | 10% | All documents provided and past works always done all tasks with safety in mind. | All documents provided. | All documents provided and past works always done all tasks with safety in mind. | All documents provided . | All documents provided . | All documents provided . | All documents provided . | All documents provided . |
| Local Economic Benefit & Social Inclusion | 5% | Adelaide based company | Adelaide based company | Port Pirie Depot | Adelaide based company | Adelaide based company | Adeliade based company | Adelaide based company | Adelaide based company |
| Experience. | 25% | Completed stage 2 | completed multi civil based contracts for Council | Completed many road based contracts for Council | Civil company with past experience | Civil based company with past experience | Civil and housing development experience | Civil and housing development experience | Civil and housing development experience |
| Implementation/Delivery Schedule | 10% | Unable to start until January 2026 | Completed within timeframes | Completed within timeframes | Completed within timeframes | Completed within timeframes | Completed within timeframes | Completed within timeframes | Completed within timeframes |
| Value Added Services and Improvement & Innovation | 5% | Company documents have a clear structure and methodology for their works. | Company documents have a clear structure and methodology for their works. | Options provided for all asphalt no spray seal. Company documents have a clear structure and methodology for their | Company documents have a clear structure and methodology for their works. | Company documents have a clear structure and methodology for their works. | Company documents have a clear structure and methodology for their works. | Company documents have a clear structure and methodology for their works. | Company documents have a clear structure and methodology for their works. |
| Warranty | 5% | 12 mths | 12 mths | 12 mths | 12 mths | 12 mths | 12 mths | 12 mths | 12 mths |
| Price | 40% | $376,883.00 Exc Gst | $47,1471.37 Exc GST | $607,427.45 Exc Gst (Non conforming $562,149.00) | $399,610.00 Exc Gst | $667,520.03 Exc Gst | $754,961.47 Exc Gst | $1,214,034.35 Exc Gst | $629,735.22 Exc Gst |
| General Comments | 100% | Unable to award due to start date being after the required date of completion | Within budget range | Good Application but over budget | Good Application all items meet specifications and price in the range. | Over budget | Over budget | Over budget | Over Budget |

**TENDER SCORING MATRIX**

| DESCRIPTION<br>Evaluation Criteria<br>Note: ( )* Denotes Rating | WEIGHTING % | Civil TECH Pty Ltd<br>Score (out of 5) | | Denco Civil Pty Ltd<br>Score (out of 5) | | Downer EDI Works Pty Ltd<br>Score (out of 5) | | Jakelco Contracting Pty Ltd<br>Score (out of 5) | | Leanic Civil Mining & Construction<br>Score (out of 5) | | Nova Group Services<br>Score (out of 5) | | SF Prestaige Homes Pty Ltd<br>Score (out of 5) | | Tarra Civil<br>Score (out of 5) | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **LUMPS SUM TENDER VALUE EXCL GST** | | $ 376,883.00 | | $ 471,471.37 | | $ 607,427 | | $ 399,610.00 | | $ 667,520 | | $ 754,961 | | $ 1,214,034 | | $ 629,735 | |
| Works Health & Safety and Risk Management (Schedule 5) | 10% | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 |
| Local Economic Benefit & Social Inclusion (Schedule 7) | 5% | 3 | 3.00 | 3 | 3.00 | 5 | 5.00 | 3 | 3.00 | 3 | 3.00 | 3 | 3.00 | 3 | 3.00 | 3 | 3.00 |
| Experience (Schedule 10) | 25% | 3 | 15.00 | 3 | 15.00 | 3 | 15.00 | 3 | 15.00 | 3 | 15.00 | 3 | 15.00 | 2 | 10.00 | 3 | 15.00 |
| Implementation/Delivery Schedule (Schedule 12) | 10% | 0 | 0.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 |
| Value Added Services and Improvement & Innovation (Schedule 13) | 5% | 3 | 3.00 | 3 | 3.00 | 3 | 3.00 | 3 | 3.00 | 3 | 3.00 | 3 | 3.00 | 3 | 3.00 | 3 | 3.00 |
| Warranty (Schedule 14) | 5% | 3 | 3.00 | 3 | 3.00 | 3 | 3.00 | 3 | 3.00 | 3 | 3.00 | 3 | 3.00 | 3 | 3.00 | 3 | 3.00 |
| Price (Schedules 16)<br>Score = 2.5 + 5*(($M-$T)/$M) | 40% | 5.13 | 41.05 | 4.54 | 36.29 | 3.68 | 29.46 | 4.99 | 39.91 | 3.30 | 26.43 | 2.75 | 22.04 | 0.00 | 0.00 | 3.54 | 28.33 |
| TOTAL SCORE INCLUDING PRICE | **100%** | 71.05 | | 72.29 | | 67.46 | | 75.91 | | 62.43 | | 52.04 | | 31.00 | | 64.33 | |
| **TOTAL RANK INCLUDING PRICE** | | **3** | | **2** | | **4** | | **1** | | **6** | | **7** | | **8** | | **5** | |
| *TOTAL SCORE EXCLUDING PRICE* | | *30.00* | | *36.00* | | *38.00* | | *36.00* | | *36.00* | | *36.00* | | *31.00* | | *36.00* | |
| ***TOTAL RANK EXCLUDING PRICE*** | | ***8*** | | ***2*** | | ***1*** | | ***2*** | | ***2*** | | ***2*** | | ***7*** | | ***2*** | |

## 16.3 RFT FOR CONTRACT 2025/148 - MEMORIAL OVAL LIGHTING UPGRADE

**Author:** **Alan Bennett, Project Manager**

**Authoriser:** **Vivien Nsanabo, Director Infrastructure**

**File Reference:** **2024.3502**

| | | | | |
|---|---|---|---|---|
| **Timeframe**: | 2025/26 FY | | | |
| **Budget Impact:** | NIL | | | |
| **Risk Assessment:** | **Primary Risk Type(s):** | | Financial / Infrastructure | |
| | **Inherent Risk:** | **Likelihood** | **Consequence** | **Rating** |
| | | Likely | Moderate | Medium |
| | **Controls:** | ▪ Sound project management and procurement framework in place.<br>▪ Competitive tender process to award a contract.<br>▪ All works to be conducted with qualified contractors and meet legislative requirements | | |
| | **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. |

**RECOMMENDATION**

**That Council:**

- **note that six (6) submissions were received for Memorial Oval Lighting Upgrade;**
- **award a contract to CME Group Pty Ltd in accordance with the documents submitted in response to Request for Tender for Contract 2025/148 Memorial Oval Lighting Upgrade for a fixed amount of $196,838 (excluding GST) and;**
- **approve the contingency amount of $10,000 and delegate the Chief Executive Officer to approve variations with this contingency amount.**

**EXECUTIVE SUMMARY**

Council has allocated finds in its 2025/26 Capital Works Budget for the replacement of Memorial Oval Lights to provide lighting for class five (5) cricket to be played.

The specifications were prepared, and a request for tender process was conducted to engage contractors for the replacement of the current Raptor GEN 1 to Raptor GEN 4. This report Provides details of the process and includes a recommendation for awarding the contract for this work.

**DISCUSSION**

Council has allocated funds in its 2025/26 Capital Works Program for the replacement of Memorials Main Oval Lights to reach class five (5) cricket. The purpose of this report is to seek approval with supporting information to enable the awarding of the RFT for Contract 2025/148 – Memorial Oval Lighting Upgrade.

**PROPOSED WORKS**

The scope of works includes the full replacement of all 40 existing light fixtures at Memorial Oval, with upgraded sports lighting designed to meet current standards for safety, visibility, and performance, specifically tailored to support Class five (5) cricket requirements.

**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 2pm Thursday 27 February 2025, six (6) tender submissions were received as follows:

| **Tenderer** | **Tendered Price $ (excluding GST)** |
|---|---|
| CME Group Pty Ltd | $ 196,838.00 |
| TEC Contracting Pty Ltd | $ 268,522.00 |
| Alsanto Construction Pty Ltd | $ 302,418.00 |
| Havencord Pty Ltd T/A Floodlighting Australia | $ 240,000.00 |
| JJC Electrical Pty Ltd | $ 243,340.00 |
| Pure Innovate Pty Limited | $ 144,254.70 |

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

Non-Conforming Quote

JJC Electrical Pty Ltd was deemed non-conforming as their submission did not meet the mandatory requirements outlined in our Request for Tender documentation. Key elements of their proposal were either missing or misaligned with the specified criteria, resulting in their exclusion from further consideration.

Pure Innovate Pty Ltd submitted an alternative proposal that deviated from the scope defined in the tender. Their submission relied on a third-party contractor for installation, which introduced additional variables and potential risks. Upon requesting further information to assess whether their proposal could be brought into alignment with the original tender specifications, the revised pricing placed them outside the competitive range, effectively pricing them out of contention.

**QUALITATIVE ASSESSMENT**

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

| | |
|---|---|
| Works Health & Safety and Risk Management | 15% |
| Local Economic Benefit & Social Inclusion | 5% |
| Company Details & Relevant Experience | 10% |

| | |
|---|---|
| Implementation / Delivery Schedule | 20% |
| Price | 50% |
| **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

**OVERALL FINDING**

A preliminary qualitative assessment was conducted on all submissions received, resulting in a shortlist of four (4) tenderers. A comprehensive evaluation was then undertaken, as detailed in the attached summary. After a thorough evaluation of all submitted tenders against the established assessment criteria, CME Group Pty Ltd was identified as the preferred tenderer.

CME Group Pty Ltd response demonstrated a strong alignment with Council's specified requirements, offering the most strategic balance of quality, capability, and cost-effectiveness. Compared to other submissions, CME Group Pty Ltd provided the best overall value for money, closely matching the project's objectives and delivering superior outcomes in both technical merit (specifications of class five (5) cricket) and financial efficiency.

**TIMING AND BUDGET**

Total funding of just over $210,000 (SACA input $90,000) has been allocated to Upgrade Memorial Oval Lights in the 2025/26 Capital Works Budget. Should Council agree to the recommendation, the preferred tenderer will be engaged, and works will be programmed to be completed by Friday 12th December 2025, subject to favourable weather conditions.

**TENDER SUMMARY**

| Criteria | Weighting | CME Group Pty Ltd | TEC Contracting Pty Ltd | Alsanto Constructions Pty Ltd | Havencord Pty. Limited T/A Floodlighting Australia |
|---|---|---|---|---|---|
| Management Systems<br>- WHS<br>- Environment<br>- Quality | 15% | WHS - Third party certified to ISO 45001:2018<br><br>ENVIRO - Third party certified to ISO 14001:2015<br><br>QUALITY - Third party certified to ISO 9001:2015 | WHS - Third party certified to ISO 45001:2018. Expiry 2027<br><br>ENVIRO - Third party certified to ISO 14001:2015. Expiry 2027<br><br>QUALITY - Third party certified to ISO 9001:2015 Expiry 2027 | WHS - Not third party certified but has internal processes in place<br><br>ENVIRO - Not third party certified but has internal processes in place including Environmental Management Plan.<br><br>QUALITY - Not third party certified but has internal processes in place following the principles of ISO 9001:2015 | WHS - Not third party certified but has internal processes in place<br><br>ENVIRO - Not third party certified but has internal processes in place including Environmental Management Plan<br><br>QUALITY - Not third party certified, but has internal processes in place |
| Local Economic Benefit & Social Inclusion | 5% | No local presences sub-contractor use of local electrical supplier for light towers | Local presence and local source labour. | Local presence and local source labour | No local presences. All workers located interstate |
| Experience | 10% | Contractor has the experience, capability and capacity to complete the required works. Company has completed multiple sports lighting projects | Contractor has the experience, capability and capacity to complete the required works. - Has not directly done sports lighting tower but engaged sports lighting company to | Contractor has electrical experience, capability and capacity to complete the required works. - Has not directly done sports lighting tower but engaged sports lighting | Contractor has the experience, capability and capacity to complete the required works. Company has completed multiple sports lighting projects |

| | | | | | |
|---|---|---|---|---|---|
| | | | provide requirements and design | company to provide requirements and design | |
| Implementation/Delivery Schedule | 20% | Can deliver in project time frame | Can deliver in project time frame | Can deliver in project time frame | Can deliver in project time frame |
| Price | 50% | Lowest price | third highest price but will stay local | highest price but will stay local | Second lowest price |
| General Comments | 100% | Request to amend agreement<br>Contractor has the experience, capability and capacity to complete the required works.<br>Contractor preferred. - Will cap on Liquidated Damages of 10% of the contract value | Contractor has the experience, capability and capacity to complete the required works.<br>Not the lowest price option. However, contractor has provided key insight with project forming and scoping of works with site visits and recommendations. | Contractor has the experience.<br>Highest cost | Contractor has the experience, capability and capacity to complete the required works.<br>Company has completed multiple sports lighting projects |

**TENDER SCORING MATRIX**

| ITEM | DESCRIPTION | WEIGHTING % | CME Group Pty Ltd | | TEC Contracting Pty Ltd | | Alsanto Constructions Pty Ltd | | Havencord Pty. Limited T/A Floodlighting Australia | |
|---|---|---|---|---|---|---|---|---|---|---|
| | | | Score (out of 5) | | Score (out of 5) | | Score (out of 5) | | Score (out of 5) | |
| | **LUMPS SUM TENDER VALUE EXCL GST** | | **$ 196,838.00** | | **$ 268,522.00** | | **$ 302,418.00** | | **$ 240,000.00** | |
| 1 | Works Health & Safety and Risk Management | 15% | 3 | 9.00 | 3 | 9.00 | 2 | 6.00 | 2 | 6.00 |
| 3 | Local Economic Benefit & Social Inclusion | 5% | 3 | 3.00 | 5 | 5.00 | 5 | 5.00 | 3 | 3.00 |
| 5 | Experience (Schedule | 10% | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 |
| 7 | Implementation/Delivery Schedule | 20% | 3 | 12.00 | 3 | 12.00 | 3 | 12.00 | 3 | 12.00 |
| 10 | Price Schedules | 50% | 3.6 | 36.00 | 2.2 | 22.00 | 1.5 | 15.00 | 2.7 | 27.00 |
| | TOTAL SCORE INCLUDING PRICE | **100%** | 66.00 | | 54.00 | | 44.00 | | 54.00 | |
| | **TOTAL RANK INCLUDING PRICE** | | **1** | | **2** | | **4** | | **3** | |
| | *TOTAL SCORE EXCLUDING PRICE* | | *30.00* | | *32.00* | | *29.00* | | *27.00* | |
| | ***TOTAL RANK EXCLUDING PRICE*** | | ***2*** | | ***1*** | | ***3*** | | ***4*** | |

**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 AUGUST 2025.**

## 16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

### 16.1 RFT FOR CONTRACT 2025/171 REPLACEMENT BACKHOE

**RESOLUTION COM 028/25**

**MOVED: Cr M Hopgood**

**SECONDED: Cr A Zubrinich**

**That Council:**

- **note that two (2) submission were received to supply a replacement backhoe; and**
- **award a contract to C.F.C. Holdings Pty Ltd trading as JCB Construction Equipment Australia in accordance with the documents submitted in response to Request for Tender for Contract 2025/171 Replacement Backhoe for the amount of $223,900 (excluding GST).**

**CARRIED**

### 16.2 RFT FOR CONTRACT 2025/167 - SHARED PATHWAY STAGE 3

**RESOLUTION COM 029/25**

**MOVED: Cr A Zubrinich**

**SECONDED: Cr M Hopgood**

**That Council:**

- **note that nine (9) submissions were received as part of the tender process to engage a qualified and experienced civil works contractor to construct 840m section of shared pathway – stage 3 from Afford Road to Wandearah Road (adjacent St Mark's Primary School); and**
- **award a contract to Jakelco Contracting Pty Ltd in accordance with the documents submitted in response to Request for Tender for Contract 2025/167 Shared Pathway stage 3, for the fixed amount of $399,610 (excluding GST).**

**CARRIED**

## 16.3 RFT FOR CONTRACT 2025/148 - MEMORIAL OVAL LIGHTING UPGRADE

**RESOLUTION COM 030/25**

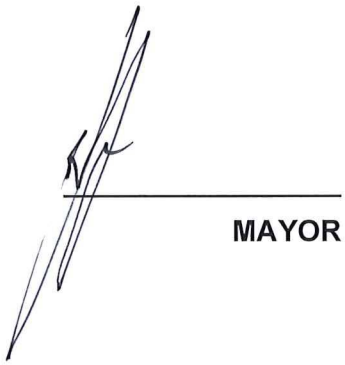
**MOVED: Cr J Connor**

**SECONDED: Cr J Keain**

**That Council:**

- **note that six (6) submissions were received for Memorial Oval Lighting Upgrade;**
- **award a contract to CME Group Pty Ltd in accordance with the documents submitted in response to Request for Tender for Contract 2025/148 Memorial Oval Lighting Upgrade for a fixed amount of $196,838 (excluding GST) and;**
- **approve the contingency amount of $10,000 and delegate the Chief Executive Officer to approve variations with this contingency amount.**

**CARRIED**



**MAYOR**

**CHIEF EXECUTIVE OFFICER SELECTION PANEL (COMMITTEE)**

**Council Members:**
His Worship the Mayor L Stephens (Chairperson)
Cr M Hopgood
Cr L Peters

NOTICE is hereby given that a meeting of the **Chief Executive Officer Selection Panel (Committee)** will be held on **Tuesday, 2 September 2025 at 5.00pm** in the Council Chambers, Port Pirie Regional Council Administration Office, 115 Ellen Street, Port Pirie.

**Chris Davey**
**A/Chief Executive Officer**
29 August 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 OF LAST MEETING**
- 2.1 Chief Executive Officer Selection Panel Meeting held 21 July 2025

  **That the Minutes of the Chief Executive Officer Selection Panel meeting held on 21 July 2025 be received and confirmed.**

**3.0 BUSINESS ARISING FROM MINUTES**

**4.0 DECLARATIONS OF INTERESTS**

**5.0 REPORTS / ITEMS FOR CONSIDERATION OF CONFIDENTIALITY**
- 5.1 Chief Executive Officer Recruitment
  Pursuant to Section 90(3)(a)

  **Pursuant to Section 90(2) & (3)(a) of the Local Government Act 1999, the Committee orders that the public, with the exception of the Executive Assistant (minutes) and Heather Oliver, LG Talent be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Chief Executive Officer Recruitment to enable the Committee to consider this item 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**

**information or matters relating to Item 5.1 which is information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable being information relating to the recruitment of a Chief Executive Officer and suitability for the position.**

**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

**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 5.1 Chief Executive Officer Recruitment shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Section 90(2) & (3)(a) of the Act on the grounds that it is information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable being information relating to the recruitment of a Chief Executive Officer and suitability for the position.**

**This order shall operate for a period of six (6) months or until the conclusion of the recruitment process and formal contractual arrangements have been executed with the successful candidate.**

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

**The Committee 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.**

## 6.0 NEXT MEETING

## 7.0 CLOSURE

**CONFIDENTIAL MINUTES OF THE CHIEF EXECUTIVE OFFICER SELECTION PANEL (COMMITTEE) MEETING HELD ON TUESDAY 2 SEPTEMBER 2025 IN THE COUNCIL CHAMBERS, PORT PIRIE REGIONAL COUNCIL ADMINISTRATION OFFICE, 115 ELLEN STREET, PORT PIRIE AT 5.00 PM.**

**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 (Chair) and Crs M Hopgood and L Peters

K Carmody, Executive Assistant (minutes)

H Oliver, LG Talent

1.2 Apologies
Nil

1.3 Leave of Absence
Nil

1.4 Non Attendance
Nil

## 2.0 CONFIRMATION OF MINUTES OF LAST MEETING

2.1 Chief Executive Officer Selection Panel Meeting held 21 July 2025
Confidential Minutes provided to the Panel under separate cover.

**MOVED Cr Peters SECONDED Cr Hopgood**

**CSP17/25 That the Minutes of the Chief Executive Officer Selection Panel meeting held on 21 July 2025 be received and confirmed.**

**CARRIED**

## 3.0 BUSINESS ARISING FROM MINUTES

Nil

## 4.0 DECLARATIONS OF INTERESTS

Nil

## 5.0 REPORTS / ITEMS FOR CONSIDERATION OF CONFIDENTIALITY

5.1 Chief Executive Officer Recruitment
Pursuant to Section 90(3)(a)

**MOVED Cr Peters SECONDED Cr Hopgood**

**CSP18/25 Pursuant to Section 90(2) & (3)(a) of the Local Government Act 1999, the Committee orders that the public, with the exception of the Executive Assistant (minutes) and Heather Oliver, LG Talent be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Chief Executive Officer Recruitment to enable the Committee to consider this item 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 information or matters relating to**

**Item 5.1 which is information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable being information relating to the recruitment of a Chief Executive Officer and suitability for the position.**

**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**

**MOVED Cr Peters SECONDED Cr Hopgood**

**CCSP19/25 That it be noted that shortlisting of the applications for the position of Chief Executive Officer was undertaken by the Panel.**

**Six (6) candidates were selected to progress to round one (1) of the interview process with interviews to be held on Monday, 8 September 2025 in the Port Pirie Regional Library Conference Room. Heather Oliver of LG Talent will coordinate the interviews with the candidates.**

**CARRIED**

Section 91(7) Order

**MOVED Cr Hopgood SECONDED Cr Peters**

**CSP20/25 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 5.1 Chief Executive Officer Recruitment shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Section 90(2) & (3)(a) of the Act on the grounds that it is information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable being information relating to the recruitment of a Chief Executive Officer and suitability for the position.**

**This order shall operate for a period of six (6) months or until the conclusion of the recruitment process and formal contractual arrangements have been executed with the successful candidate.**

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

**The Committee 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**

**6.0 NEXT MEETING:** 8 September 2025 at 8.30am in the Port Pirie Regional Library Conference Room

**7.0 CLOSURE:** 6.08pm

_____

**CHAIRPERSON**

**CHIEF EXECUTIVE OFFICER SELECTION PANEL (COMMITTEE)**

**Council Members:**
His Worship the Mayor L Stephens (Chairperson)
Cr M Hopgood
Cr L Peters

NOTICE is hereby given that a meeting of the **Chief Executive Officer Selection Panel (Committee)** will be held on **Monday, 8 September 2025 at 8.30am** in the Port Pirie Regional Library Conference Room, 3 Wandearah Road, Port Pirie.

**Chris Davey**
**A/Chief Executive Officer**
4 September 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 OF LAST MEETING**
- 2.1 Chief Executive Officer Selection Panel Meeting held 2 September 2025

  **That the Minutes of the Chief Executive Officer Selection Panel meeting held on 2 September 2025 be received and confirmed.**

**3.0 BUSINESS ARISING FROM MINUTES**

**4.0 DECLARATIONS OF INTERESTS**

**5.0 REPORTS / ITEMS FOR CONSIDERATION OF CONFIDENTIALITY**
- 5.1 Chief Executive Officer Recruitment
  Pursuant to Section 90(3)(a)

  **Pursuant to Section 90(2) & (3)(a) of the Local Government Act 1999, the Committee orders that the public, with the exception of the Executive Assistant (minutes) and Heather Oliver, LG Talent be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Chief Executive Officer Recruitment to enable the Committee to consider this item 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**

**information or matters relating to Item 5.1 which is information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable being information relating to the recruitment of a Chief Executive Officer and suitability for the position.**

**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

**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 5.1 Chief Executive Officer Recruitment shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Section 90(2) & (3)(a) of the Act on the grounds that it is information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable being information relating to the recruitment of a Chief Executive Officer and suitability for the position.**

**This order shall operate for a period of six (6) months or until the conclusion of the recruitment process and formal contractual arrangements have been executed with the successful candidate.**

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

**The Committee 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.**

## 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.

**CONFIDENTIAL MINUTES OF THE CHIEF EXECUTIVE OFFICER SELECTION PANEL (COMMITTEE) MEETING HELD ON TUESDAY 2 SEPTEMBER 2025 IN THE COUNCIL CHAMBERS, PORT PIRIE REGIONAL COUNCIL ADMINISTRATION OFFICE, 115 ELLEN STREET, PORT PIRIE AT 5.00 PM.**

**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 (Chair) and Crs M Hopgood and L Peters

K Carmody, Executive Assistant (minutes)

H Oliver, LG Talent

1.2 Apologies
Nil

1.3 Leave of Absence
Nil

1.4 Non Attendance
Nil

## 2.0 CONFIRMATION OF MINUTES OF LAST MEETING

2.1 Chief Executive Officer Selection Panel Meeting held 21 July 2025
Confidential Minutes provided to the Panel under separate cover.

**MOVED Cr Peters SECONDED Cr Hopgood**

**CSP17/25 That the Minutes of the Chief Executive Officer Selection Panel meeting held on 21 July 2025 be received and confirmed.**

**CARRIED**

## 3.0 BUSINESS ARISING FROM MINUTES

Nil

## 4.0 DECLARATIONS OF INTERESTS

Nil

## 5.0 REPORTS / ITEMS FOR CONSIDERATION OF CONFIDENTIALITY

5.1 Chief Executive Officer Recruitment
Pursuant to Section 90(3)(a)

**MOVED Cr Peters SECONDED Cr Hopgood**

**CSP18/25 Pursuant to Section 90(2) & (3)(a) of the Local Government Act 1999, the Committee orders that the public, with the exception of the Executive Assistant (minutes) and Heather Oliver, LG Talent be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Chief Executive Officer Recruitment to enable the Committee to consider this item 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 information or matters relating to**

**Item 5.1 which is information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable being information relating to the recruitment of a Chief Executive Officer and suitability for the position.**

**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**

**MOVED Cr Peters SECONDED Cr Hopgood**

**CCSP19/25 That it be noted that shortlisting of the applications for the position of Chief Executive Officer was undertaken by the Panel.**

**Six (6) candidates were selected to progress to round one (1) of the interview process with interviews to be held on Monday, 8 September 2025 in the Port Pirie Regional Library Conference Room. Heather Oliver of LG Talent will coordinate the interviews with the candidates.**

**CARRIED**

Section 91(7) Order

**MOVED Cr Hopgood SECONDED Cr Peters**

**CSP20/25 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 5.1 Chief Executive Officer Recruitment shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Section 90(2) & (3)(a) of the Act on the grounds that it is information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable being information relating to the recruitment of a Chief Executive Officer and suitability for the position.**

**This order shall operate for a period of six (6) months or until the conclusion of the recruitment process and formal contractual arrangements have been executed with the successful candidate.**

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

**The Committee 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**

**6.0 NEXT MEETING:** 8 September 2025 at 8.30am in the Port Pirie Regional Library Conference Room

**7.0 CLOSURE:** 6.08pm

_____

**CHAIRPERSON**

**CONFIDENTIAL MINUTES OF THE CHIEF EXECUTIVE OFFICER SELECTION PANEL (COMMITTEE) MEETING HELD ON MONDAY 8 SEPTEMBER 2025 IN THE PORT PIRIE REGIONAL LIBRARY CONFERENCE ROOM, 3 WANDEARAH ROAD, PORT PIRIE AT 8.30 AM.**

**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 (Chair) and Cr L Peters

H Oliver, LG Talent

K Carmody, Executive Assistant (minutes)

1.2 Apologies
Cr M Hopgood

1.3 Leave of Absence
Nil

1.4 Non Attendance
Nil

## 2.0 CONFIRMATION OF MINUTES OF LAST MEETING

2.1 Chief Executive Officer Selection Panel Meeting held 2 September 2025

**MOVED Cr Peters SECONDED Mayor Stephens**

**CSP21/25 That the Minutes of the Chief Executive Officer Selection Panel meeting held on 2 September 2025 be received and confirmed.**

**CARRIED**

## 3.0 BUSINESS ARISING FROM MINUTES

Nil

## 4.0 DECLARATIONS OF INTERESTS

Nil

## 5.0 REPORTS / ITEMS FOR CONSIDERATION OF CONFIDENTIALITY

5.1 Chief Executive Officer Recruitment
Pursuant to Section 90(3)(a)

**MOVED Cr Peters SECONDED Mayor Stephens**

**CSP22/25 Pursuant to Section 90(2) & (3)(a) of the Local Government Act 1999, the Committee orders that the public, with the exception of the Executive Assistant (minutes) and Heather Oliver, LG Talent be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Chief Executive Officer Recruitment to enable the Committee to consider this item 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 information or matters relating to Item 5.1 which is information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable**

**being information relating to the recruitment of a Chief Executive Officer and suitability for the position.**

**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**

K Carmody, Executive Assistance (minutes) left the meeting at 8.35am for the duration of the interviews and returned at 4.50pm.

**MOVED Cr Peters SECONDED Mayor Stephens**

**CCSP23/25** **That it be noted that the first round of interviews for the position of Chief Executive Officer were conducted. Five (5) candidates were interviewed, noting that one (1) candidate withdrew from the process over the weekend.**

**That four (4) of the five (5) candidates interviewed be progressed to round two (2) interviews to be held on Monday, 15 September 2025 in the Port Pirie Regional Library Conference Room. Heather Oliver of LG Talent will coordinate the interviews with the candidates.**

**CARRIED**

Section 91(7) Order

**MOVED Cr Peters SECONDED Mayor Stephens**

**CSP24/25** **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 5.1 Chief Executive Officer Recruitment shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Section 90(2) & (3)(a) of the Act on the grounds that it is information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable being information relating to the recruitment of a Chief Executive Officer and suitability for the position.**

**This order shall operate for a period of six (6) months or until the conclusion of the recruitment process and formal contractual arrangements have been executed with the successful candidate.**

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

**The Committee 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**

**6.0 NEXT MEETING:** 15 September 2025 at 8.30am in the Port Pirie Regional Library Conference Room.

**7.0 CLOSURE:** 5.00pm

_____

**CHAIRPERSON**

**CHIEF EXECUTIVE OFFICER SELECTION PANEL (COMMITTEE)**

**Council Members:**
His Worship the Mayor L Stephens (Chairperson)
Cr M Hopgood
Cr L Peters

NOTICE is hereby given that a meeting of the **Chief Executive Officer Selection Panel (Committee)** will be held on **Monday, 15 September 2025 at 8.30am** in the Port Pirie Regional Library Conference Room, 3 Wandearah Road, Port Pirie.

**Chris Davey**
**A/Chief Executive Officer**
11 September 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 OF LAST MEETING**
- 2.1 Chief Executive Officer Selection Panel Meeting held 8 September 2025

  **That the Minutes of the Chief Executive Officer Selection Panel meeting held on 8 September 2025 be received and confirmed.**

**3.0 BUSINESS ARISING FROM MINUTES**

**4.0 DECLARATIONS OF INTERESTS**

**5.0 REPORTS / ITEMS FOR CONSIDERATION OF CONFIDENTIALITY**
- 5.1 Chief Executive Officer Recruitment

  Pursuant to Section 90(3)(a)

  **Pursuant to Section 90(2) & (3)(a) of the Local Government Act 1999, the Committee orders that the public, with the exception of the Executive Assistant (minutes) and Heather Oliver, LG Talent be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Chief Executive Officer Recruitment to enable the Committee to consider this item 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 information or matters relating to Item 5.1 which is information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable being information relating to the recruitment of a Chief Executive Officer and suitability for the position.**

**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

**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 5.1 Chief Executive Officer Recruitment shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Section 90(2) & (3)(a) of the Act on the grounds that it is information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable being information relating to the recruitment of a Chief Executive Officer and suitability for the position.**

**This order shall operate for a period of six (6) months or until the conclusion of the recruitment process and formal contractual arrangements have been executed with the successful candidate.**

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**The Committee 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.**

## 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.

**CONFIDENTIAL MINUTES OF THE CHIEF EXECUTIVE OFFICER SELECTION PANEL (COMMITTEE) MEETING HELD ON MONDAY 8 SEPTEMBER 2025 IN THE PORT PIRIE REGIONAL LIBRARY CONFERENCE ROOM, 3 WANDEARAH ROAD, PORT PIRIE AT 8.30 AM.**

**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 (Chair) and Cr L Peters

H Oliver, LG Talent

K Carmody, Executive Assistant (minutes)

1.2 Apologies
Cr M Hopgood

1.3 Leave of Absence
Nil

1.4 Non Attendance
Nil

## 2.0 CONFIRMATION OF MINUTES OF LAST MEETING

2.1 Chief Executive Officer Selection Panel Meeting held 2 September 2025

**MOVED Cr Peters SECONDED Mayor Stephens**

**CSP21/25 That the Minutes of the Chief Executive Officer Selection Panel meeting held on 2 September 2025 be received and confirmed.**

**CARRIED**

## 3.0 BUSINESS ARISING FROM MINUTES

Nil

## 4.0 DECLARATIONS OF INTERESTS

Nil

## 5.0 REPORTS / ITEMS FOR CONSIDERATION OF CONFIDENTIALITY

5.1 Chief Executive Officer Recruitment
Pursuant to Section 90(3)(a)

**MOVED Cr Peters SECONDED Mayor Stephens**

**CSP22/25 Pursuant to Section 90(2) & (3)(a) of the Local Government Act 1999, the Committee orders that the public, with the exception of the Executive Assistant (minutes) and Heather Oliver, LG Talent be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Chief Executive Officer Recruitment to enable the Committee to consider this item 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 information or matters relating to Item 5.1 which is information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable**

**being information relating to the recruitment of a Chief Executive Officer and suitability for the position.**

**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**

K Carmody, Executive Assistance (minutes) left the meeting at 8.35am for the duration of the interviews and returned at 4.50pm.

**MOVED Cr Peters SECONDED Mayor Stephens**

**CCSP23/25** **That it be noted that the first round of interviews for the position of Chief Executive Officer were conducted. Five (5) candidates were interviewed, noting that one (1) candidate withdrew from the process over the weekend.**

**That four (4) of the five (5) candidates interviewed be progressed to round two (2) interviews to be held on Monday, 15 September 2025 in the Port Pirie Regional Library Conference Room. Heather Oliver of LG Talent will coordinate the interviews with the candidates.**

**CARRIED**

Section 91(7) Order

**MOVED Cr Peters SECONDED Mayor Stephens**

**CSP24/25** **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 5.1 Chief Executive Officer Recruitment shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Section 90(2) & (3)(a) of the Act on the grounds that it is information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable being information relating to the recruitment of a Chief Executive Officer and suitability for the position.**

**This order shall operate for a period of six (6) months or until the conclusion of the recruitment process and formal contractual arrangements have been executed with the successful candidate.**

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

**The Committee 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**

**6.0 NEXT MEETING:** 15 September 2025 at 8.30am in the Port Pirie Regional Library Conference Room.

**7.0 CLOSURE:** 5.00pm

_____

**CHAIRPERSON**

**CONFIDENTIAL MINUTES OF THE CHIEF EXECUTIVE OFFICER SELECTION PANEL (COMMITTEE) MEETING HELD ON MONDAY 15 SEPTEMBER 2025 IN THE PORT PIRIE REGIONAL LIBRARY CONFERENCE ROOM, 3 WANDEARAH ROAD, PORT PIRIE AT 8.30 AM.**

**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 (Chair) and Crs L Peters and M Hopgood

H Oliver, LG Talent (via MS Teams)

K Carmody, Executive Assistant (minutes)

1.2 Apologies
Nil

1.3 Leave of Absence
Nil

1.4 Non Attendance
Nil

## 2.0 CONFIRMATION OF MINUTES OF LAST MEETING

2.1 Chief Executive Officer Selection Panel Meeting held 8 September 2025

**MOVED Cr Peters SECONDED Cr Hopgood**

**CSP21/25 That the Minutes of the Chief Executive Officer Selection Panel meeting held on 8 September 2025 be received and confirmed.**

**CARRIED**

## 3.0 BUSINESS ARISING FROM MINUTES

Nil

## 4.0 DECLARATIONS OF INTERESTS

Nil

## 5.0 REPORTS / ITEMS FOR CONSIDERATION OF CONFIDENTIALITY

5.1 Chief Executive Officer Recruitment
Pursuant to Section 90(3)(a)

**MOVED Cr Peters SECONDED Cr Hopgood**

**CSP25/25 Pursuant to Section 90(2) & (3)(a) of the Local Government Act 1999, the Committee orders that the public, with the exception of the Executive Assistant (minutes) an Heather Oliver, LG Talent be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Chief Executive Officer Recruitment to enable the Committee to consider this item 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 information or matters relating to Item 5.1 which is information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable being**

**information relating to the recruitment of a Chief Executive Officer and suitability for the position.**

**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**

K Carmody, Executive Assistance (minutes) left the meeting at 8.35am for the duration of the interviews and returned at 4.20pm.

**MOVED Cr Hopgood SECONDED Cr Peters**

**CCSP26/25** **That it be noted that the second round of interviews for the position of Chief Executive Officer were conducted with four (4) candidates interviewed.**

**That three (3) of the four (4) candidates progress to reference checking stage with checks to be conducted by Heather Oliver of LG Talent and forwarded to the Panel via the Executive Assistant.**

**CARRIED**

Section 91(7) Order

**MOVED Cr Peters SECONDED Cr Hopgood**

**CSP27/25** **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 5.1 Chief Executive Officer Recruitment shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Section 90(2) & (3)(a) of the Act on the grounds that it is information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable being information relating to the recruitment of a Chief Executive Officer and suitability for the position.**

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

**The Committee 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**

**6.0 NEXT MEETING:** To be determined.

**7.0 CLOSURE:** 4.30pm

_____

**CHAIRPERSON**

**CHIEF EXECUTIVE OFFICER SELECTION PANEL (COMMITTEE)**

**Council Members:**
His Worship the Mayor L Stephens (Chairperson)
Cr M Hopgood
Cr L Peters

NOTICE is hereby given that a Special Meeting of the **Chief Executive Officer Selection Panel (Committee)** will be held on **Thursday, 18 September 2025 at 2.30pm** in the Mayor's Office, Port Pirie Regional Council Administration Office, 115 Ellen Street, Port Pirie.

**Chris Davey**
**A/Chief Executive Officer**
18 September 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 OF LAST MEETING**
- 2.1 Chief Executive Officer Selection Panel Meeting held 15 September 2025

  **That the Minutes of the Chief Executive Officer Selection Panel meeting held on 15 September 2025 be received and confirmed.**

**3.0 BUSINESS ARISING FROM MINUTES**

**4.0 DECLARATIONS OF INTERESTS**

**5.0 REPORTS / ITEMS FOR CONSIDERATION OF CONFIDENTIALITY**
- 5.1 Chief Executive Officer Recruitment
  Pursuant to Section 90(3)(a)

  **Pursuant to Section 90(2) & (3)(a) of the Local Government Act 1999, the Committee orders that the public, with the exception of the Executive Assistant (minutes) and Heather Oliver, LG Talent be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Chief Executive Officer Recruitment to enable the Committee to consider this item 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**

**information or matters relating to Item 5.1 which is information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable being information relating to the recruitment of a Chief Executive Officer and suitability for the position.**

**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

**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 5.1 Chief Executive Officer Recruitment shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Section 90(2) & (3)(a) of the Act on the grounds that it is information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable being information relating to the recruitment of a Chief Executive Officer and suitability for the position.**

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**The Committee 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.**

## 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***

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***Ethical Behaviour and Good Governance***

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## Deliver Services that Meet the Needs of our Community

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***Inclusivity***

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

**CONFIDENTIAL MINUTES OF THE CHIEF EXECUTIVE OFFICER SELECTION PANEL (COMMITTEE) MEETING HELD ON MONDAY 15 SEPTEMBER 2025 IN THE PORT PIRIE REGIONAL LIBRARY CONFERENCE ROOM, 3 WANDEARAH ROAD, PORT PIRIE AT 8.30 AM.**

**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 (Chair) and Crs L Peters and M Hopgood

H Oliver, LG Talent (via MS Teams)

K Carmody, Executive Assistant (minutes)

1.2 Apologies
Nil

1.3 Leave of Absence
Nil

1.4 Non Attendance
Nil

## 2.0 CONFIRMATION OF MINUTES OF LAST MEETING

2.1 Chief Executive Officer Selection Panel Meeting held 8 September 2025

**MOVED Cr Peters SECONDED Cr Hopgood**

**CSP21/25 That the Minutes of the Chief Executive Officer Selection Panel meeting held on 8 September 2025 be received and confirmed.**

**CARRIED**

## 3.0 BUSINESS ARISING FROM MINUTES

Nil

## 4.0 DECLARATIONS OF INTERESTS

Nil

## 5.0 REPORTS / ITEMS FOR CONSIDERATION OF CONFIDENTIALITY

5.1 Chief Executive Officer Recruitment
Pursuant to Section 90(3)(a)

**MOVED Cr Peters SECONDED Cr Hopgood**

**CSP25/25 Pursuant to Section 90(2) & (3)(a) of the Local Government Act 1999, the Committee orders that the public, with the exception of the Executive Assistant (minutes) an Heather Oliver, LG Talent be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Chief Executive Officer Recruitment to enable the Committee to consider this item 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 information or matters relating to Item 5.1 which is information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable being**

**information relating to the recruitment of a Chief Executive Officer and suitability for the position.**

**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**

K Carmody, Executive Assistance (minutes) left the meeting at 8.35am for the duration of the interviews and returned at 4.20pm.

**MOVED Cr Hopgood SECONDED Cr Peters**

**CCSP26/25** **That it be noted that the second round of interviews for the position of Chief Executive Officer were conducted with four (4) candidates interviewed.**

**That three (3) of the four (4) candidates progress to reference checking stage with checks to be conducted by Heather Oliver of LG Talent and forwarded to the Panel via the Executive Assistant.**

**CARRIED**

Section 91(7) Order

**MOVED Cr Peters SECONDED Cr Hopgood**

**CSP27/25** **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 5.1 Chief Executive Officer Recruitment shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Section 90(2) & (3)(a) of the Act on the grounds that it is information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable being information relating to the recruitment of a Chief Executive Officer and suitability for the position.**

**This order shall operate for a period of six (6) months or until the conclusion of the recruitment process and formal contractual arrangements have been executed with the successful candidate.**

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

**The Committee 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**

**6.0 NEXT MEETING:** To be determined.

**7.0 CLOSURE:** 4.30pm

_____

**CHAIRPERSON**

**CONFIDENTIAL MINUTES OF THE CHIEF EXECUTIVE OFFICER SELECTION PANEL (COMMITTEE) SPECIAL MEETING HELD ON THURSDAY 18 SEPTEMBER 2025 IN THE MAYOR'S OFFICE, PORT PIRIE REGIONAL COUNCIL ADMINISTRATION OFFICE, 115 ELLEN STREET, PORT PIRIE AT 2.30 PM.**

**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 (Chair) and Crs L Peters and M Hopgood

H Oliver, LG Talent (via phone from 2.36pm to 2.43pm)

K Carmody, Executive Assistant (minutes)

1.2 Apologies
Nil

1.3 Leave of Absence
Nil

1.4 Non Attendance
Nil

## 2.0 CONFIRMATION OF MINUTES OF LAST MEETING

2.1 Chief Executive Officer Selection Panel Meeting held 15 September 2025

**MOVED Cr Hopgood SECONDED Cr Peters**

**CSP28/25 That the Minutes of the Chief Executive Officer Selection Panel meeting held on 15 September 2025 be received and confirmed.**

**CARRIED**

## 3.0 BUSINESS ARISING FROM MINUTES

Nil

## 4.0 DECLARATIONS OF INTERESTS

Nil

## 5.0 REPORTS / ITEMS FOR CONSIDERATION OF CONFIDENTIALITY

5.1 Chief Executive Officer Recruitment
Pursuant to Section 90(3)(a)

**MOVED Cr Peters SECONDED Cr Hopgood**

**CSP29/25 Pursuant to Section 90(2) & (3)(a) of the Local Government Act 1999, the Committee orders that the public, with the exception of the Executive Assistant (minutes) and Heather Oliver, LG Talent be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Chief Executive Officer Recruitment to enable the Committee to consider this item 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 information or matters relating to Item 5.1 which is information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable**

CONFIDENTIAL

**being information relating to the recruitment of a Chief Executive Officer and suitability for the position.**

**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**

Heather Oliver, LG Talent joined the meeting via phone from 2.36pm to 2.43pm.

**MOVED Cr Hopgood SECONDED Mayor Stephens**

**CCSP30/25** **That the Panel recommend to Council that the position of Chief Executive Officer be offered to Chris Davey for a period of five (5) years with a six (6) month probation period.**

**In the event that Chris Davey declines the offer of employment it is recommended that the second preferred candidate be offered the position under the same conditions.**

**CARRIED**

Section 91(7) Order

**MOVED Cr Peters SECONDED Cr Hopgood**

**CSP31/25** **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 5.1 Chief Executive Officer Recruitment shall be kept confidential, being documents relating to a matter dealt with by the Committee on a confidential basis under Section 90(2) & (3)(a) of the Act on the grounds that it is information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable being information relating to the recruitment of a Chief Executive Officer and suitability for the position.**

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

**The Committee 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**

**6.0 CLOSURE:** 3.40pm

_____

**CHAIRPERSON**

CONFIDENTIAL

# ORDINARY MEETING OF COUNCIL

# 24 September 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.

**Chris Davey**
**Acting Chief Executive Officer**
19 September 2025

# AGENDA

**16 Items for Consideration as to Confidentiality ..... 3**

16.1 RFT For Contract 2025/172 Replacement Woodchipper ..... 3

16.2 RFT For Contract 169 Truck Replacement - Water Cart ..... 8

16.3 RFT For Contract 174 Bowman Park Septic ..... 13

16.4 Aquisition of Allotment 404 Alexander Lane, Port Pirie - Off-Street Car Parking ..... 18

16.5 Disposal of Remnant Stock Route - Merriton ..... 27

16.6 Port Pirie Aerodrome Cultivation Lease ..... 30

16.7 Pirie's Next Big Event ..... 34

16.8 Update on Negotiations - Development Options 1 and 2 Port Pirie Riverfront ..... 42

16.9 SusTech Update ..... 44

16.10 South West Drainage Land Update ..... 46

# 16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

## 16.1 RFT FOR CONTRACT 2025/172 REPLACEMENT WOODCHIPPER

**Author:** **Alan Bennett, Project Manager**

**Authoriser:** **Vivien Nsanabo, Director Infrastructure**

**File Reference:** **2025.0952**

| | | | | |
|---|---|---|---|---|
| **Timeframe**: | 2025/26 FY | | | |
| **Budget Impact:** | NIL | | | |
| **Risk Assessment:** | **Primary Risk Type(s):** | | Financial / Infrastructure | |
| | **Inherent Risk:** | **Likelihood** | **Consequence** | **Rating** |
| | | Possible | Moderate | Medium |
| | **Controls:** | ▪ Replace minor plant 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:**

- **note at close of tenders one (1) submission was received and;**
- **award a contract to RDO Equipment Pty Ltd for the delivery of a Replacement Woodchipper in accordance with the documents submitted in response to Request for Tender for Contract 2025/172 Replacement Woodchipper, for $147,500 (excluding GST).**

**EXECUTIVE SUMMARY**

Council has allocated $150,000 (ex GST) in its 2025/26 Capital Works Budget for Plant Replacement Program – Minor Plant, as part of its 10-year replacement program. These funds will be used to replace the existing woodchipper, which has reached its end of service life.

A Request for Tender process was undertaken for the engagement of a dealership to supply a replacement woodchipper, and this report provides details of this and the recommendation to award a contract for the purchase of equipment.

**DISCUSSION**

Council has allocated funds in its 2025/26 Capital Works Program for the replacement of minor plant equipment. These funds are designated specifically for the replacement of the existing woodchipper, which has reached the end of its service life and is no longer fit for operational use.

To ensure transparency and value for money, a formal tender process was undertaken for the procurement of a new woodchipper. The tender was advertised publicly through SA Tenders, inviting submissions from qualified suppliers who could meet Council's specifications and operational requirements.

This report details the evaluated tender process that was conducted for the purchase of plant equipment.

**PROPOSED SUPPLY**

Replacement of Councils existing woodchipper as part of the 10-year replacement program. Woodchipper specified to be a 90Hp motor with a 12inch Limb Capacity to be towed behind Council trucks.

**TERM OF CONTRACT**

The term of the contract is for a once off purchase.

**TENDER ASSESSMENT**

Request for Tender documentation was uploader to SA Tenders to reach all possible interested dealerships.

At the closing time of tenders of 2pm Wednesday 20 August 2025, one (1) tender submission was received as follows:

| **Tenderer** | **Tendered Price $ (excluding GST)** |
|---|---|
| RDO Equipment Pty Ltd | $ 147,500 |

Tenderers were invited on a Lump Sum basis.

**QUALITATIVE ASSESSMENT**

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

| | |
|---|---|
| Adherence to Specifications | 15% |
| Implementation/Delivery Schedule | 15% |
| Warranty | 15% |
| Price | 55% |
| **TOTAL** | **100%** |

The tenders were evaluated by;
Alan Bennett – Project Manager
Derek Fidge – Depot Supervisor
Allan Henderson – Parks and Recreation Supervisor

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**

RDO Equipment Pty Ltd submitted a well-prepared proposal that aligns with the specified requirements stated in Councils tender document. The onsite demonstration of the Vermeer BC1500 unit provided valuable insight into its functionality and compliance with Council standards. The Parks and Recreation Supervisor and crew were able to inspect and test the equipment firsthand, confirming its suitability for operational needs. The submission is further strengthened by comprehensive supporting documentation, including a detailed Risk Assessment and Standard Operating Procedure (SOP).

RDO Equipment Pty Ltd proposed a delivery of 3-4 weeks, including free delivery to the Port Pirie Council Depot, and local service support via the Vermeer branch in Edinburgh South Australia. The inclusion of an onsite handover ensures smooth integration into Council operations.

As only one (1) submission was received, market research was conducted to assess the competitiveness of the proposal. The findings indicate that the price submitted by RDO Equipment Pty Ltd is within 10% of comparable models offered by other brands.

Overall, the RDO Equipment Pty Ltd submission presents a strong case for consideration, combining technical compliance, operational readiness, and value for money.

**TIMING AND BUDGET**

Council has allocated $150,000 (ex GST) in its 2025/26 Capital Works Budget for replacement of Plant Equipment – Minor Plant as part of its 10-year replacement program. These funds are to be used in replacement for the current woodchipper. Should Council agree to the recommendation, the preferred tenderer will be engaged to purchase the woodchipper with delivery taken within 3-4 weeks from date of order.

**TENDER SUMMARY**

| Criteria | Weighting | RDO Equipment Pty Ltd |
|---|---|---|
| Adherence to Specifications | 15% | RDO has submitted a proposal that aligns with the specified requirements. Representatives from the company visited the depot to present the proposed Vermeer woodchipper. During the visit, the Parks and Recreation Supervisor and crew were able to inspect the unit, verify that it met the specified criteria, and test its functionality on-site.<br>As part of the submission, RDO provided -<br>A comprehensive Risk Assessment for the woodchipper.<br>A detailed Standard Operating Procedure (SOP) for the safe and effective use of the unit. |
| Implementation/Delivery Schedule | 15% | **Lead Time**: Estimated at 3–4 weeks from receipt of a Council-issued Purchase Order.<br>**Service Location**: Provided locally within South Australia via the Vermeer branch in Edinburgh.<br>**Delivery:** Free delivery to site — Port Pirie Council Depot.<br>**Onsite Handover:** Included as part of the service. |
| Warranty | 15% | Vermeer Equipment Warranty Terms<br>**Standard Warranty**<br>Coverage: 12 months or 1,000 operating hours, whichever comes first.<br>Optional Extended Warranty Packages |
| Price | 55% | The submitted price for the Vermeer BC1500 woodchipper was reasonable. Market research into comparable models from leading competitors—such as Bandit —indicates that the submitted price is within 10% of the average market value for similar equipment. |
| General Comments | 100% | RDO’s proposal meets all requirements. The Vermeer BC1500 was inspected and tested onsite, with supporting safety documentation provided. Delivery, service, and warranty terms are clear and practical. Pricing is competitive and within market range. |

## TENDER SCORING MATRIX

| ITEM | DESCRIPTION<br>Evaluation Criteria<br>Note: ( )* Denotes Rating | WEIGHTING % | RDO Equipment Pty Ltd<br>Score (out of 5) | |
|---|---|---|---|---|
| | **LUMPS SUM TENDER VALUE EXCL GST** | | **$ 147,500.00** | |
| 1 | Implementation/Delivery Schedule (Schedule 12) | 15% | 3 | 9.00 |
| 2 | Adherence to Specifications | 15% | 3 | 9.00 |
| 3 | Warranty (Schedule 14) | 15% | 3 | 9.00 |
| 4 | Price | 55% | 3 | 33.00 |
| | TOTAL SCORE INCLUDING PRICE | **100%** | 60.00 | |
| | **TOTAL RANK INCLUDING PRICE** | | **1** | |
| | *TOTAL SCORE EXCLUDING PRICE* | | *27.00* | |
| | ***TOTAL RANK EXCLUDING PRICE*** | | ***1*** | |

## ATTACHMENTS

**Nil**

## 16.2 RFT FOR CONTRACT 169 TRUCK REPLACEMENT - WATER CART

**Author:** **Alan Bennett, Project Manager**

**Authoriser:** **Vivien Nsanabo, Director Infrastructure**

**File Reference:** **2025.0757**

| | | | | |
|---|---|---|---|---|
| **Timeframe**: | 2025/26 Financial Year | | | |
| **Budget Impact:** | NIL | | | |
| **Risk Assessment:** | **Primary Risk Type(s):** | | Financial / Infrastructure | |
| | **Inherent Risk:** | **Likelihood** | **Consequence** | **Rating** |
| | | Possible | Moderate | Medium |
| | **Controls:** | ▪ Replace plant as per recommendation and 10 year-program | | |
| | **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:**

- **note that council received 8 submissions as part of this RFT and;**
- **award a contract to CMI Truck Centre Adelaide Pty Ltd for Truck Replacement – Water Cart in accordance with the documents submitted in response to Request for Tender for Contract 169 Truck Replacement – Water Cart for the amount of $305,602.95 (excluding GST).**

**EXECUTIVE SUMMARY**

Council has allocated $350,000 (ex GST) in its 2025/26 Capital Works Budget, Plant Replacement Program – Truck Replacement as part of its 10-year program. These funds are to be allocated toward expanding the current truck fleet, with the primary purpose of acquiring a dedicated water cart to support operational needs.

A Request for Tender process was undertaken for the engagement of a dealership to supply a fully functional water cart. This report provides details of this and the recommendation to award a contract for the purchase of equipment.

**DISCUSSION**

Council has allocated funds in its 2025/26 Capital Works Budget, Plant Replacement Program – Truck Replacement as part of its 10-year program. These funds are to be allocated toward expanding

the current truck fleet, with the primary purpose of acquiring a dedicated water cart to support operational needs.

To ensure transparency, fairness, and value for money, a formal tender process was undertaken for the procurement of a new water cart. The tender was publicly advertised via the SA Tenders portal, inviting submissions from qualified suppliers capable of meeting Council's specifications and operational requirements.

This report outlines the tender evaluation process conducted for the purchase of the plant equipment, including assessment criteria, submissions received, and the recommended supplier based on best overall value to Council.

**PROPOSED WORKS**

Additional water cart to Councils current fleet of trucks to help with operational requirements. Specification to supply a truck that is twin steer and has a carrying capacity of 17,000L of water with compliant controls. Dribble Bar, Batter Spray functionality and Fire Reel. All operations to be remotely controlled from the cab seating position other than filling and fire reel operation.

**TERM OF CONTRACT**

The term of the contract is for a once off purchase.

**TENDER ASSESSMENT**

Request for Tender documentation was uploaded to SA Tenders to reach all possible interested dealerships.

Tenders closed at 2pm Tuesday 2nd September 2025, eight (8) tender submissions were received as follows:

| **Tenderer** | **Tendered Price $ (excluding GST)** |
|---|---|
| Velocity Truck Centres Adelaide Pty Ltd | $316,443.73 |
| Campen Pty Limited Trading as Northeast Sitrak | $271,598.50 |
| South central trucks pty. Ltd | $319,722.00 |
| Campen Pty Limited Trading as North East Isuzu | $301,661.71 |
| Allquip truck Tanks Pty Ltd | $304,642.00 |
| CMI Truck Centre Adelaide Pty Ltd | $305,602.95 |
| Hitachi Construction Machinery (Australia) Pty Ltd | $557,035.00 |
| STG Sales Pty Ltd | $344,350.00 |

Tenderers were invited on a Lump Sum basis.

Non-Conforming Quote

Hitachi Construction Machinery (Australia) Pty Ltd submitted a proposal for a water cart built to full mine specifications. However, the unit was not road legal and therefore unsuitable for Council operations.

South Central Trucks Pty Ltd provided a quoted price but did not include any supporting documentation or technical specifications. As such, the submission was deemed non-conforming.

**QUALITATIVE ASSESSMENT**

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

| | |
|---|---|
| Adherence to specification | 20% |
| Implementation/Delivery Schedule | 10% |
| Warranty | 10% |
| Price | 60% |
| **TOTAL** | **100%** |

The tenders were evaluated by:

Alan Bennett – Project Manager
Derek Fidge – Depot Supervisor.

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

- The tender summary; and
- The tender scoring matrix

**ISSUES OF CONCERN**

Campen Pty Limited Trading as Northeast Sitrak submission was found to be conforming to the required specifications; however, it lacked the level of detail provided in other submissions. While the proposal meets the minimum criteria, the limited specification detail raises concerns regarding the suitability and long-term performance of the proposed truck for Council's operational needs.

**OVERALL FINDING**

Following the evaluation of all eight (8) submissions received, six (6) were deemed compliant and capable of delivering a water cart that meets Council's requirements. Given the urgency of this procurement, lead time and adherence to specifications were key considerations in the assessment process.

The submission from CMI Truck Centre Adelaide Pty Ltd aligns strongly with the project specifications and offers multiple fitment options, providing valuable flexibility in configuration. The accompanying documentation is comprehensive and clearly presented, demonstrating a thorough understanding of the project needs.

A significant advantage of this submission is the immediate availability of the truck, with the tank and fitment expected to be completed within five to six weeks.

Based on compliance, delivery timeframe, warranty coverage, budget alignment, the submission from CMI Truck Centre Adelaide Pty Ltd is recommended.

**TIMING AND BUDGET**

Council has allocated $350,00.00 in its 2025/26 Capital Works Budget Plant Replacement Program – Truck Replacement as part of its 10-year program. These funds are to be allocated toward expanding the current truck fleet, with the primary purpose of acquiring a dedicated water cart

Should Council agree to the recommendation, the preferred tenderer will be engaged to purchase the water cart with delivery taken within 5-6 weeks from date of order.

## TENDER SUMMARY

| Criteria | Weighting | Velocity Truck Centres Adelaide Pty Ltd | Campen Pty Limited Trading as Northeast Sitrak | Campen Pty Limited Trading as North East Isuzu | Allquip truck Tanks Pty Ltd | CMI Truck Centre Adelaide Pty Ltd | STG Sales Pty Ltd |
|---|---|---|---|---|---|---|---|
| Adherence to specification | 20% | -Integrated pump system included - PTO-driven pump not preferred | - PTO-driven pump included<br>- Lacks detailed drawings and configuration<br>- Raises suitability concerns | - PTO-driven pump included<br>- No detailed drawings<br>- Historical delivery issues | - Adheres to specifications<br>- Includes detailed drawings<br>- Isuzu truck meets requirements | - Adheres to specifications<br>- Multiple fitment options<br>- Well-documented configuration | - Does not adhere to specifications<br>- Provided mine spec truck |
| Implementation/Delivery Schedule | 10% | - Stock available<br>- No confirmed lead time | - Estimated 16 weeks<br>- Historical delays | - Estimated 16 weeks<br>- Previous deliveries took over a year<br>- Two trucks returned within a month | - Quoted 3-4 weeks<br>- Isuzu truck typically has 16-week lead time<br>- Potential delivery impact | - Truck available on lot<br>- Tank and fitment: 5-6 weeks<br>- Reliable delivery | - 8 to 10 weeks lead time |
| Warranty | 10% | - 60-month/500,000 km<br>- Body: 12-month warranty | - Sitrak: 3 years/600,000 km<br>- Driveline: 5 years/1,000,000 km<br>- Reliability unknown | - Truck: 6 years/600,000 km<br>- Servicing unclear<br>- Historical service issues | - Isuzu: 6 years/600,000 km / 10,000 hours<br>- Servicing through Isuzu | - Warranty: 5 years/750,000 km<br>- Strong service record | - Isuzu: 6 years/600,000 km / 10,000 hours |
| Price | 60% | - Great value<br>- Well within budget | - Lowest cost<br>- Concern about substandard build | - Within budget<br>- Concerns about delivery and quality | - In budget<br>- Strong configuration<br>- Past service issues with council | - Within budget<br>- Proven track record<br>- No service problems | - In budget<br>- High priced |
| General Comments | 100% | - Complete submission<br>- Short lead time<br>- Excellent value | - Low specification<br>- Lacks drawings<br>- Historical delays and quality concerns | - Low specification<br>- Historical delivery and quality issues | - Well-prepared<br>- Includes documentation<br>- Past service complications | - Complete and well-documented<br>- Reliable vendor performance | - Mine spec truck not suited for application |

## TENDER SCORING MATRIX

| ITEM | DESCRIPTION<br>Evaluation Criteria<br>Note: ( )* Denotes Rating | WEIGHTING % | Velocity Truck Centres Adelaide Pty Ltd | | Campen Pty Limited Trading as Northeast Sitrak | | Campen Pty Limited Trading as North East Isuzu | | Allquip truck Tanks Pty Ltd | | CMI Truck Centre Adelaide Pty Ltd | | STG Sales Pty Ltd | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | Score (out of 5) | | 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** | | **$ 316,443.73** | | **$ 271,598.50** | | **$ 301,661.71** | | **$ 304,642.00** | | **$ 305,602.95** | | **$ 344,350.00** | |
| 1 | Adherence to Specification | 20% | 3 | 12.00 | 2 | 8.00 | 3 | 12.00 | 3 | 12.00 | 3 | 12.00 | 1 | 4.00 |
| 2 | Implementation/Delivery Schedule (Schedule 12) | 10% | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 4 | 8.00 | 3 | 6.00 |
| 3 | Warranty | 10% | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 |
| 4 | Price | 60% | 2.3 | 27.60 | 3 | 36.00 | 2.5 | 30.00 | 2.5 | 30.00 | 2.5 | 30.00 | 1.8 | 21.60 |
| | TOTAL SCORE INCLUDING PRICE | **100%** | 51.60 | | 56.00 | | 54.00 | | 54.00 | | 56.00 | | 37.60 | |
| | **TOTAL RANK INCLUDING PRICE** | | **3** | | **1** | | **2** | | **2** | | **1** | | **4** | |
| | *TOTAL SCORE EXCLUDING PRICE* | | *24.00* | | *20.00* | | *24.00* | | *24.00* | | *26.00* | | *16.00* | |
| | ***TOTAL RANK EXCLUDING PRICE*** | | ***3*** | | ***2*** | | ***2*** | | ***2*** | | ***1*** | | ***4*** | |

## ATTACHMENTS

**Nil**

## 16.3 RFT FOR CONTRACT 174 BOWMAN PARK SEPTIC

**Author:** **Alan Bennett, Project Manager**

**Authoriser:** **Vivien Nsanabo, Director Infrastructure**

**File Reference:** **2025.1466**

| | | | | |
|---|---|---|---|---|
| **Timeframe**: | 2025/2026 Financial Year | | | |
| **Budget Impact:** | Nil | | | |
| **Risk Assessment:** | **Primary Risk Type(s):** | | Financial / Infrastructure | |
| | **Inherent Risk:** | **Likelihood** | **Consequence** | **Rating** |
| | | Possible | Moderate | Medium |
| | **Controls:** | • Sound project management and procurement framework in place.<br>• Competitive tender process to award a contract.<br>• 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:**

- **note that at time of tenders closing five (5) tender submissions were received;**
- **award a contract to The Trustee of Adams Family Trust trading as J Adams Plumbing & Gas Fitting for Bowman Park Septic Install in accordance with the documents submitted in response to Request for Tender for Contract 2025/174 Bowman Park Septic Install for $120,445.87 (excluding GST);**
- **approve a contingency amount of $15,000 to cover any potential variations associated with the project; and**
- **delegate authority to the Chief Executive Officer to approve variations within this contingency amount as required.**

**EXECUTIVE SUMMARY**

Council has allocated funds in its 2025/26 Capital Works budget for the install of a new septic system at Bowman Park Crystal Brook to service the toilet block and function centre.

Specifications were prepared, and request for tender process was conducted to engage contractors for the installation of a lager capacity septic system. This report provides details of the process and includes a recommendation for awarding the contract for works.

**DISCUSSION**

Council has allocated funds in its 2025/26 Capital Works Program for the upgrade of Bowman Parks function centre and toilet block septic. The purpose of this report is to seek approval with supporting information to enable the awarding of the RFT for Contract 2025/174 – Bowman Park Septic Install.

**PROPOSED WORKS**

The scope of works comprises the supply, construction, installation and commissioning of an onsite wastewater management system at Bowman Park. Works include the installation of a 20,000L septic tank which will accommodate any expansion of the parks function Centre or increase use of the park's facilities and 640m$^2$ soakage area that will passively water the grassed area.

**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 2pm Tuesday 19 August 2025, five (5) tender submissions were received as follows:

| **Tenderer** | **Tendered Price $ (excluding GST)** |
|---|---|
| Base Civil Construction Pty Ltd | $ 232,760.80 |
| Trustee for Triple H trust trading as Chris Hart Plumbers | $ 191,001.42 |
| Hamlyn Wilson Pty Ltd | $ 435,000.00 |
| The trustee for the Adams Family Trust trading as J Adams Plumbing & Gas fitting | $ 120,445.87 |
| Lucivero Plumbing Pty Ltd | $ 149,590.00 |

Tenderers were invited on a Lump Sum basis, which means that the successful tenderer will be paid for actual works completed.

**QUALITATIVE ASSESSMENT**

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

| | |
|---|---|
| Works Health & Safety & Risk Management | 10% |
| Environmental Management Systems & Quality Systems | 10% |
| Experience | 20% |
| Implementation / Delivery Schedule | 10% |
| Price | 50% |
| **TOTAL** | **100%** |

The tenders were evaluated by:

- Alan Bennett – Project Manager
- Glenn Miller – Project & 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**

Council requested clarification from The Trustee for the Adams Family Trust, trading as J Adams Plumbing & Gas Fitting, to confirm that their submission complies with Council's specifications.

**OVERALL FINDING**

At the close of the tender period, five (5) submissions were received for the project. All submissions were assessed as capable of delivering the required scope of works. However, three (3) submissions Base Civil Construction Pty Ltd, Trustee for Triple H Trust trading as Chris Hart Plumbers, and Hamlyn Wilson Pty Ltd were priced above Council's allocated budget. This was primarily attributed to their operations being based outside the Council's region, resulting in higher mobilisation and delivery costs.

The remaining two (2) submissions, received from local contractors J Adams Plumbing & Gas Fitting and Lucivero Plumbing Pty Ltd were both within budget and demonstrated the capability to successfully deliver the project.

The key differentiators between these two submissions were the proposed delivery timeframe and overall cost to complete. J Adams Plumbing & Gas Fitting presented a more favourable schedule and pricing structure.

Based on demonstrated performance, competitive pricing, and alignment with Council's requirements, it is recommended that the contract be awarded to J Adams Plumbing & Gas Fitting.

**TIMING AND BUDGET**

Total funding of just over $164,000 ex GST has been allocated to the upgrade of Bowman Parks Septic in the 2025/26 Capital Works Budget.

Should Council agree to the recommendation, the preferred tenderer will be engaged, and works will be programmed to be completed by 20 December 2025, subject to favourable weather conditions.

## TENDER SUMMARY

| Criteria | Weighting | Base Civil Construction Pty Ltd | Trustee for Triple H trust trading as (Chris Hart Plumbers | Hamlyn Wilson Pty Ltd | The trustee for the Adams Family Trust trading as (j Adams Plumbing & Gas fitting) | Lucivero Plumbing Pty Ltd |
|---|---|---|---|---|---|---|
| Works Health & Safety and Risk Management. | 10% | • Detailed WHS protocols in place<br>• Comprehensive risk management strategies<br>• SWMS provided<br>• Third-party accreditation via CCF | • No third-party certification<br>• Internal WHS systems in place<br>• No supporting documentation provided | • Third-party certification via CCF<br>• Documented WHS and risk procedures | • Internal WHS and risk systems<br>• No third-party certification | • Internal WHS documents via SWMS<br>• No third-party certification |
| Environmental Management Systems and Quality Systems | 10% | • Third-party accreditation via CCF<br>• ISO 14001 compliance<br>• Strong commitment to sustainability | • No third-party certification<br>• Internal systems claimed<br>• No documentation supplied | • Internal Environmental and Quality Systems Plan<br>• Well documented and structured | • Internal environmental and quality systems<br>• Documentation supports compliance | • Internal environmental policy<br>• Commitment to sustainability |
| Experience. | 20% | • Delivered CWMS and waste projects for Port Pirie and other councils<br>• Demonstrated reliability and experience | • Completed similar projects for other councils | • Provided references to similar projects | • Installed septic and waste systems<br>• Notable projects: Bunyip Park, Memorial Park | • Completed similar projects<br>• References support capability |
| Implementation/Delivery Schedule | 10% | • Submitted detailed project plan<br>• Confirmed ability to meet timeframe<br>• Clear milestones and deliverables | • Submitted basic project plan<br>• Confirmed timeframe compliance<br>• Lacked detailed scheduling | • Programmed 8-week schedule<br>• Confirmed timeframe can deleiver. | • Programmed schedule for installation<br>• Efficient and proactive | • Confirmed timeframe compliance<br>• No formal schedule provided |
| Price | 50% | • Pricing submitted over budget<br>• May impact overall value | • Pricing over budget<br>• Reduces competitiveness | • Pricing over budget<br>• May affect evaluation | • Lowest cost submission<br>• Strong value for money | • Next best price<br>• Good value for money |
| General Comments | 100% | • Well-structured submission<br>• Capable of completing works<br>• Pricing exceeds budget | • Experienced and qualified<br>• Over budget | • Experienced in septic and waste systems<br>• highest price submission | • Well experienced<br>• Competitive pricing and schedule | • Experienced and capable<br>• Strong overall submission |

## TENDER SCORING MATRIX

| ITEM | DESCRIPTION<br>Evaluation Criteria | WEIGHTING % | Base Civil Construction Pty Ltd<br>Score (out of 5) | | Trustee for Triple H trust trading as (Chris Hart Plumbers<br>Score (out of 5) | | Hamlyn Wilson Pty Ltd<br>Score (out of 5) | | The trustee for the Adams Family Trust trading as (j Adams<br>Score (out of 5) | | Lucivero Plumbing Pty Ltd<br>Score (out of 5) | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | **LUMPS SUM TENDER VALUE EXCL GST** | | $ 232,760.80 | | $ 191,001.42 | | $ 435,000.00 | | $ 120,445.87 | | $ 149,590.00 | |
| 1 | Works Health & Safety and Risk Management | 10% | 4 | 8.00 | 3 | 6.00 | 4 | 8.00 | 3 | 6.00 | 3 | 6.00 |
| 2 | Environmental Management Systems and Quality Systems | 10% | 4 | 8.00 | 3 | 6.00 | 4 | 8.00 | 3 | 6.00 | 3 | 6.00 |
| 5 | Experience | 20% | 3 | 12.00 | 3 | 12.00 | 3 | 12.00 | 3 | 12.00 | 3 | 12.00 |
| 7 | Implementation/Delivery Schedule | 10% | 3 | 6.00 | 3 | 6.00 | 2 | 4.00 | 4 | 8.00 | 3 | 6.00 |
| 10 | Price | 50% | 1.4 | 14.00 | 2.5 | 25.00 | 0 | 0.00 | 4.3 | 43.00 | 3.6 | 36.00 |
| | TOTAL SCORE INCLUDING PRICE | **100%** | 48.00 | | 55.00 | | 32.00 | | 75.00 | | 66.00 | |
| | **TOTAL RANK INCLUDING PRICE** | | **4** | | **3** | | **5** | | **1** | | **2** | |
| | *TOTAL SCORE EXCLUDING PRICE* | | *34.00* | | *30.00* | | *32.00* | | *32.00* | | *30.00* | |
| | ***TOTAL RANK EXCLUDING PRICE*** | | ***1*** | | ***3*** | | ***2*** | | ***2*** | | ***3*** | |

## ATTACHMENTS

**Nil**

## 16.6 PORT PIRIE AERODROME CULTIVATION LEASE

**Author:** **Jodie Christensen, Property Officer**

**Authoriser:** **Vivien Nsanabo, Director Infrastructure**

**File Reference:** **2024.2415**

| | | | | |
|---|---|---|---|---|
| **Timeframe**: | January 2026 | | | |
| **Budget Impact:** | Potential $260,000 (incl. GST) revenue over a 10-year term | | | |
| **Risk Assessment:** | **Primary Risk Type(s):** | | Financial / Infrastructure | |
| | **Inherent Risk:** | **Likelihood** | **Consequence** | **Rating** |
| | | Possible | Minor | Low |
| | **Controls:** | ▪ Adherence to Council Policies<br>▪ Adherence to Legislation | | |
| | **Residual Risk:** | Unlikely | Insignificant | Low |

| **STRATEGIC REFERENCE:** | |
|---|---|
| **Theme** | Our Economy |
| **Goal** | Business & Industry |
| **Strategy 2.2.1** | The Region's traditional industrial and agricultural base is maintained and expanded. |

**RECOMMENDATION**

**That Council:**

- **note that the existing Cropping Lease for the Port Pirie Aerodrome land held by Robert and Diane Joyce will expire on 31 December 2025;**
- **endorse the release of an Expression of Interest (EOI) to lease approximately 300 hectares of Council-owned land surrounding the Port Pirie Aerodrome for cropping purposes, effective from 1 January 2026;**
- **approve the following draft Licence terms for inclusion in the EOI:**
- **initial Term: 5 years, with one 5-year renewal option;**
- **rental payments: Biannual instalments (January and July);**
- **rent review: Annual CPI adjustment (Adelaide – All Groups) plus GST;**
- **lease fee estimate: Based on past lease values, potential $21,500 p.a. (excl. GST), subject to competitive offers; and**
- **authorise the Property Officer to finalise the EOI documentation, advertise the opportunity, assess submissions, and present a report to Council with a recommended lessee for approval.**

**EXECUTIVE SUMMARY**

The current cropping lease for land surrounding the Port Pirie Aerodrome, held by Robert and Diane Joyce, is due to expire on 31 December 2025. In preparation for continued productive use of this land and the associated revenue to Council, it is proposed that an Expression of Interest process be undertaken to identify a new lease holder from 1 January 2026.

The lease area comprises approximately 300 hectares and has historically returned around $21,500 (excl. GST) per annum in rental income, with standard CPI adjustments. The new EOI

process will invite qualified applicants from the community to submit proposals based on set assessment criteria.

This initiative supports responsible asset management by ensuring ongoing use of surplus Council land while contributing revenue to support other infrastructure and community priorities.

| **CONSULTATION UNDERTAKEN** |
| --- |
| Steve Joyce, Airport Manager, Community Consultation Pending |

## DISCUSSION

Council has historically leased the land surrounding the Port Pirie Aerodrome for cropping purposes. The current lease agreement with Robert and Diane Joyce commenced following a prior Expression of Interest (EOI) process and will expire on 31 December 2025. To ensure a seamless transition to a new lessee (or continuation under renewed terms), Council must commence a fresh EOI process during the second half of 2025.

### Proposed Lease Terms

The draft Lease will include:

- Term: 5 years with a further 5-year renewal option (at Council's discretion);
- Land Area: Approx. 300 hectares (subject to confirmation);
- Rental Payments: Two instalments per annum:
    - First payment due on execution (or January each year);
    - Second payment due in July each year;
- Annual Rent Review: Based on CPI (Adelaide – All Groups) plus GST;
- Use of Land: Dryland cropping only – no stock permitted;
- Environmental Obligations: Sustainable land management and weed control.

### Expression of Interest Process

The EOI will be publicly advertised through appropriate media including Council's website, social media, and the local newspaper. Submissions will be assessed against weighted criteria, such as:

| **Assessment Criteria** | **Weight** |
| --- | --- |
| Rental Offer | 40% |
| Proposed Cropping/Management Plan | 30% |
| Relevant Experience & References | 15% |
| Sustainable Farming Practices | 10% |
| Property Inspection/Engagement | 5% |

All submissions will be reviewed by a panel of Council staff, with a recommendation to be presented to Council prior to the current lease expiry.

### Next Steps

- Finalise EOI documentation
- Advertise the EOI in October 2025
- Assess applications in November 2025
- Present recommendation to Council in December 2025
- New Licence commences 1 January 2026

**Conclusion**

The upcoming expiry of the existing Port Pirie Aerodrome Cropping Licence presents an opportunity for Council to re-engage the market and ensure the best outcome for the ongoing use of this strategic land asset. It is recommended that Council proceed with an EOI process, offering a fair and transparent opportunity to secure a new lease arrangement for a further 5–10 years.

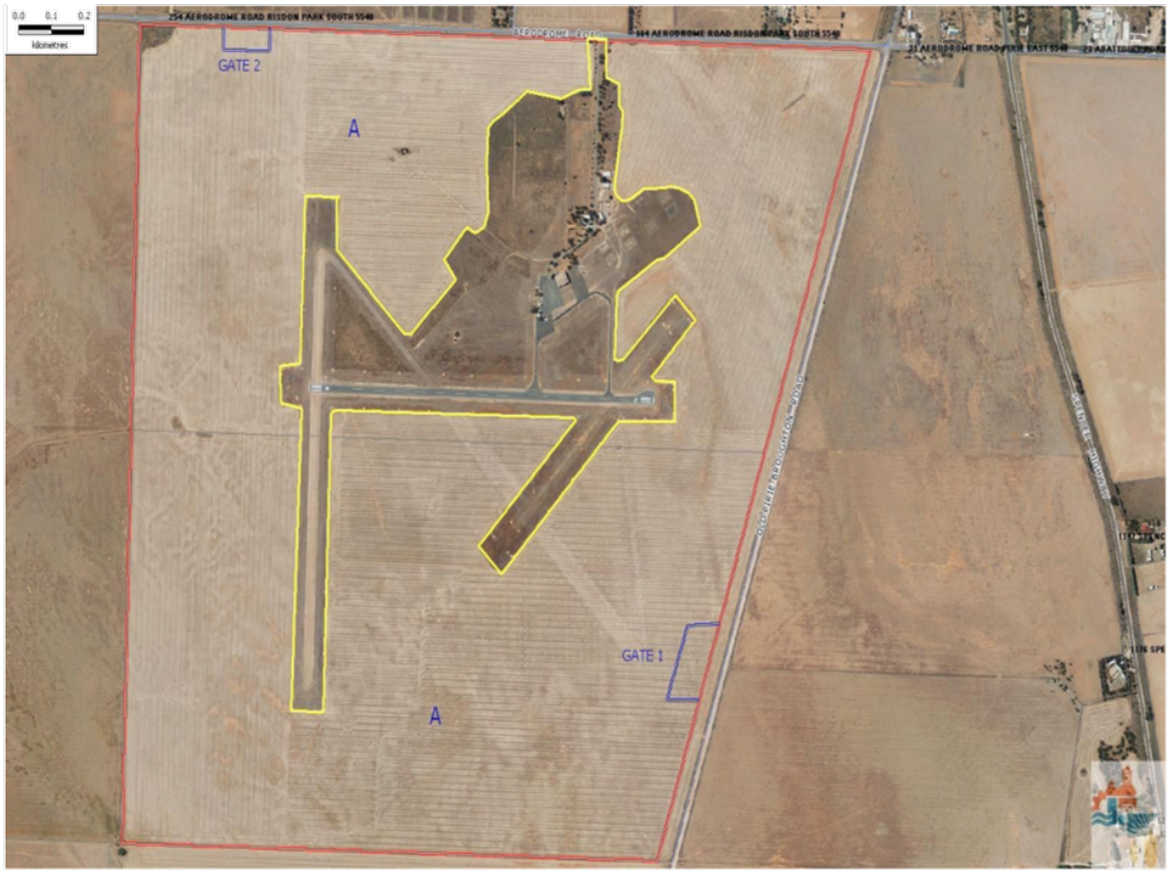
**ATTACHMENTS**

**1. Annexure A - Locality Plan**

# ANNEXURE A

## LOCALITY PLAN

125 Aerodrome Road, Port Pirie East



## 16.7 PIRIE'S NEXT BIG EVENT

**Author:** **Ursula Halpin, Gallery & Cultural Arts Facilitator**

**Authoriser:** **Luigi Mesisca, Director Corporate & Community**

| | | | | |
|---|---|---|---|---|
| **Timeframe**: | Immediate – event being held 29 November 2025 | | | |
| **Budget Impact:** | $30,000 | | | |
| **Risk Assessment:** | **Primary Risk Type(s):** | | Financial / Infrastructure | |
| | **Inherent Risk:** | **Likelihood** | **Consequence** | **Rating** |
| | | Possible | Moderate | Medium |
| | **Controls:** | ▪ Strict budget oversight | | |
| | **Residual Risk:** | Unlikely | Insignificant | Low |

| **STRATEGIC REFERENCE:** | |
|---|---|
| **Theme** | Our Economy |
| **Goal** | Tourism |
| **Strategy 2.3.1** | Increasing visitation leads to new and expanded tourism attractions and experiences. |
| **Theme** | Our Economy |
| **Goal** | Tourism |
| **Strategy 2.3.2** | Our region is increasingly recognised for its events and breadth of cultural experiences. |
| **Theme** | Our Economy |
| **Goal** | Tourism |
| **Strategy 2.3.3** | The Southern Flinders Ranges emerges as a tourism destination. |
| **Theme** | Our Economy |
| **Goal** | Tourism |
| **Strategy 2.3.4** | Port Pirie's role and offerings as a service hub for tourism continues to be developled. |
| **Theme** | Our Community |
| **Goal** | Inclusivity & Diversity |
| **Strategy 1.1.6** | Greater awareness and inclusion results from input of the Youth Reference Group and Access and Inclusion Reference Group. |
| **Theme** | Our Community |
| **Goal** | Inclusivity & Diversity |
| **Strategy 1.1.5** | Cultural and creative based organisations and activities are supported. |
| **Theme** | Our Community |
| **Goal** | Inclusivity & Diversity |
| **Strategy 1.1.4** | The strong identity of a culturally rich and diverse community is celebrated. |
| **Theme** | Our Community |

| | |
|---|---|
| **Goal** | Resiliance |
| **Strategy 1.2.3** | Through coordinated effort our communities build a strong identity and reduce the personal and community impact of social disadvantage. |
| **Theme** | Our Community |
| **Goal** | Resiliance |
| **Strategy 1.2.5** | Community capacity is enhanced through attraction of external support and funding. |
| **Theme** | Our Community |
| **Goal** | Resiliance |
| **Strategy 1.2.6** | Our community is increasingly resilient through increased literacy, physical and mental wellbeing. |
| **Theme** | Our Community |
| **Goal** | Resiliance |
| **Strategy 1.2.1** | Our community is supported through programs that enhance community connectedness and build community pride. |
| **Theme** | Our Lifestyle |
| **Goal** | Built Environment |
| **Strategy 3.1.1** | Provide opportunity for a wide range of social, residential, retail, commercial and industrial activity and development. |
| **Theme** | Our Lifestyle |
| **Goal** | Built Environment |
| **Strategy 3.1.3** | Our public spaces are inspiring, stimulating and welcoming and encourage social interaction, gatherings and activity. |
| **Theme** | Our Lifestyle |
| **Goal** | Built Environment |
| **Strategy 3.1.4** | Community facilities are vibrant and increasingly multi use. |
| **Theme** | Our Leadership |
| **Goal** | Community Engagement |
| **Strategy 4.1.1** | Increase participation in Council decision making processes through reference groups and codesign opportunities. |
| **Theme** | Our Leadership |
| **Goal** | Community Engagement |
| **Strategy 4.1.2** | Ensure that Council’s plans, projects and activities are aligned with the strategies of the Community Plan. |
| **Theme** | Our Leadership |
| **Goal** | Community Engagement |
| **Strategy 4.1.3** | Our communities are supported to identify their own priorities with regular communicatoin to identify opportunities for delivery. |
| **Theme** | Our Leadership |
| **Goal** | Partnerships |

| | |
|---|---|
| **Strategy 4.3.1** | Increase the opportunity for greater outcomes through mutually beneficial partnerships. |
| **Theme** | Our Leadership |
| **Goal** | Partnerships |
| **Strategy 4.3.2** | Enhance Council's regional leadership through opportunities for resource sharing and service provision. |
| **Theme** | Our Leadership |
| **Goal** | Partnerships |
| **Strategy 4.3.3** | Identify opportunities to introduce our youth to the opportunites to contribute to our community and engender community pride. |

**RECOMMENDATION**

**That Council:**

1. **Note the successful grant funding of $30,000 from the South Australian Tourism Commission for the 2025 Port Pirie Youth Event.**
2. **Endorse matching contribution from Council of $30,000 to come from the Community Assistance Fund.**

**EXECUTIVE SUMMARY**

Council has secured **$30,000 in external funding** through the 2025 *Drought Relief Regional Event Fund (SATC)* to support *Pirie's Next Big Event* — a youth-led community celebration marking the official activation of the newly redeveloped Port Pirie Foreshore. At the date of this report writing the grant funding news is embargoed until announced publicly.

To deliver the event at an appropriate scale and meet funding criteria, Council is now seeking a **matching $30,000 investment from the Community Assistance Fund (CAF),** per previous Council workshops and discussions held. This will allow the event to proceed with a strong delivery model, scalable infrastructure, and a high-impact marketing campaign targeting intrastate visitors.

The event is designed to:

- Celebrate local youth creativity and leadership
- Stimulate visitation and economic activity in a drought-affected region per grant criteria
- Provide free access to entertainment, wellbeing services, and creative participation
- Build social connection, civic pride, and positive cultural legacy.

**CONSULTATION UNDERTAKEN**

Director of Corporate and Community, Luigi Mesisca; former CEO Peter Ackland; current Acting CEO Chris Davey; Kelly Clonan, Community Development Coordinator; John Pirie Secondary School Principal, School Staff and Students; previous workshop discussion with Elected Members.

## DISCUSSION

Pirie's Next Big Event was developed in consultation with local youth, drawing directly on ideas generated through the 2024–25 Year 10 pitch program. Proposed activities included a BMX

showdown, silent disco, splash zone, Halloween maze, youth-run art workshops, market stalls, and an outdoor movie night.

The event:

- Will take place on **Saturday 29 November 2025**
- Serves as the first major summer event to activate the redeveloped Port Pirie Foreshore
- Is designed to complement the successful SALA Winter Festival model with a youth and summer focus
- Was awarded $30,000 in funding from SATC's Drought Relief Regional Event Fund, based on alignment with key tourism, economic, social impact criteria and support from Council.

Following the partial grant success, the delivery scope has been responsibly scaled down to a $60,000 total project, maintaining integrity with the grant's objectives while enabling strong delivery through a 50/50 funding model.

**Project Description**

**Event Overview:**
A free, one-day community event showcasing youth creativity, local businesses, and cultural pride through diverse zones and participatory activities.

**Planned Zones & Activities:**

- **Entertainment & Youth Programming:**
  BMX/MTB competition, silent disco, splash zone, water park area, outdoor movie night, Halloween mini maze, youth DJ sets, young musicians and live performances on a main stage.
- **Workshops & Arts Activation:**
  Paint-and-sip tent, drop-in art classes, cultural food choices, and interactive workshops with local and First Nations artists.
- **Wellbeing & Community:**
  Mental health support stalls (e.g., Headspace, Country Health Connect, Uniting Country), chill-out spaces, First Nations welcome and ceremony.
- **Market & Food Zones:**
  Local traders, regional primary producers, youth-run stalls, and multicultural street food.
- **Volunteering & Co-Delivery:**
  Youth involvement from JPSS in activity delivery, supported by JPSS Staff, Council staff, event contractors, and community group and support agency volunteers.

**Budget Overview**

To ensure efficient and accountable delivery, a revised project budget has been developed:

**Revised 50/50 Budget ($60,000 Total)**

**Funding split:**

- $30,000 – SATC Drought Relief Regional Event Fund (confirmed)
- $30,000 – Proposed from Council's Community Assistance Fund (CAF)

**Draft Budget Breakdown**

| Category | Line-Item Description | Estimated Cost (AUD) | Source |
|---|---|---|---|
| Entertainment & Youth Programming | Small scale Stage, Sound & Lighting | $7,000 | **Council** |
| | BMX/MTB, Silent Disco, Splash Zone, Inflatables | $6,000 | **Council** |
| | Artist Fees & Youth-Led Workshops | $5,000 | **Council** |
| | Movie Night & Pirie Fear Fest / Fun Land | $2,000 | **Council** |
| **Subtotal** | | **$20,000** | |
| Marketing & Promotion | Social media & Digital Ads | $2,500 | SATC |
| | Posters, Flyers, Radio & Print Ads | $2,500 | SATC |
| | Event Signage & Programs | $1,000 | SATC |
| | Event Documentation (Video & Photography) | $4,000 | SATC |
| **Subtotal** | | **$10,000** | |
| Operations & Infrastructure | Marquees, Festival Furniture, Toilets | $12,000 | SATC |
| | Security & First Aid | $5,000 | SATC |
| | Support for Regional Vendors & Producers | $3,000 | SATC |
| | Council Staff (Event, Depot, Waste, Traffic) | $10,000 | **Council** |
| Subtotal | | $30,000 | |
| TOTAL | | $60,000 | Balanced |

**Marketing Plan Summary**

Per the grant criteria a targeted, multi-platform marketing campaign will ensure strong reach and visitation from across the local Region South Australia:

| Channel | Target Groups | Method |
|---|---|---|
| **Social media (FB, IG, TikTok)** | Youth 12–25, families | Paid ads, Boosted Posts, takeovers, influencer content |
| **Regional Radio & Press** | Local & Mid North families | 5AU, Magic FM, ABC North & West, Trax FM, and print stories, |

| | | |
|---|---|---|
| **Posters, Flyers, VIC** | Local shoppers, schools, visitors | Distributed widely across retail and public spaces |
| **Event Page on Council Website & ATDW Listing** | Tourists, returning residents | Maps, travel tips, FAQs, artist profiles |
| **Cross-promotion with tourism ops** | Visiting families, tourists | “Stay & Play” packages, café specials |
| **School & Community Newsletters** | Parents, educators | School mailouts, Principal bulletins |

**Total marketing allocation: $10,000**, enabling high-quality visual branding, PR, and digital-first promotion

**Proposed Run Sheet designed by JPSS students during a recent JPSS x Council Event Planning – Student-Led Activation Session**

**Event Program (Draft – As Discussed with JPSS Students) with many of the multiple events being reduced to combine with others as well as reduction of time through out the whole day.**

- Opening: 2:45 PM
- Water Park: 3:00 – 5:00 PM
- Art / Paint ‘n’ Sip: 3:00 – 5:00 PM
- Scavenger Hunt / Amazing Race: 3:00 – 8:30 PM
- Food Stalls & Market: 3:00 – 8:30 PM
- Mental Health & Wellbeing Zone: 3:00 – 8:30 PM
- MTB Showdown: 4:00 – 7:30 PM
- Kids Come & Try (4–10 yrs): All Day
- MTB Competitions – 11–14 yrs: 4:00 – 5:00 PM
- MTB Competitions – 15–17 yrs: 6:30 – 7:30 PM
- Colour Run: 5:00 – 6:00 PM
- Dinner: 6:00 PM
- Pirie Fear Fest / Fun Land: 7:30 – 9:00 PM
- MC Winner MTB Announced: 8:00 PM
- Outdoor Movie Night: 8:30 PM

**Student-Generated Event Titles / Themes**

***Our Youth, Our Festival***

Tag line

***Where Student voices shape Community Choices.***

**ATTACHMENTS**

**1. Advice of sucessful application**

Outlook

**Drought Relief Regional Event Fund - Application Successful - Port Pirie Youth Event**

**From** SATC REF <REF@sa.gov.au>
**Date** Mon 15/09/2025 4:39 PM
**To** Ursula Halpin <uhalpin@pirie.sa.gov.au>

OFFICIAL: Sensitive

Dear Ursula,

We are pleased to advise your application for sponsorship through the 2025 Drought Relief Regional Event Fund has been successful - Congratulations!

Funding has been awarded to Port Pirie Youth Event as follows:

- 2025 Event: $30,000 +GST

***Please be advised that a media release announcing successful events will be issued by the end of the week. If your event and associated dates have not yet been publicly announced, please contact us on 08 7133 7955.***

**Drought Relief Regional Event Fund Program**
The SATC, through its Acquisition and Development team at Events South Australia, look forward to working with you as part of this program. This fund aims to provide financial support to events which will engage community, foster connection, drive intrastate visitation, and support resilience in regions hardest impacted by drought.

**Sponsorship agreement**
Our team will be in touch in the coming weeks to formalise the terms of a sponsorship agreement and to provide an overview of the sponsorship requirements, including the payment schedule, documentation to provide, and reporting milestones.
Sponsorship of this event is subject to all parties executing a sponsorship agreement.
There will be an opportunity to discuss application feedback collated throughout the assessment, as well as any further opportunities identified to grow the event, during your first sponsorship meeting once an agreement is in place.
If the event's circumstances have changed since your application was submitted, please let us know by reply email at your earliest convenience.

**Confidentiality**
We kindly ask that you keep this news confidential and treat it as embargoed until after a public announcement is made this week. Details of your sponsorship agreement with the SATC should remain confidential.
Please don't hesitate to contact us at ref@sa.gov.au if you have any questions or to share any updates about the event in the interim.

Kind regards,

Acquisition & Development | Events South Australia

**South Australian Tourism Commission**
Level 9 250 Victoria Square/Tarntanyangga, Adelaide SA 5000

southaustralia.com

tourism.sa.gov.au




The South Australian Tourism Commission acknowledges and respects Aboriginal people as the state's first people and nations, and recognises Aboriginal people as traditional owners and occupants of South Australian land and waters.

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**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 24 SEPTEMBER 2025.**

## 16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

### 16.1 RFT FOR CONTRACT 2025/172 REPLACEMENT WOODCHIPPER

**RESOLUTION COM 031/25**

**MOVED: Cr J Keain**

**SECONDED: Cr L Peters**

**That Council:**

- **note at close of tenders one (1) submission was received and;**
- **award a contract to RDO Equipment Pty Ltd for the delivery of a Replacement Woodchipper in accordance with the documents submitted in response to Request for Tender for Contract 2025/172 Replacement Woodchipper, for $147,500 (excluding GST).**

**CARRIED**

### 16.2 RFT FOR CONTRACT 169 TRUCK REPLACEMENT - WATER CART

**RESOLUTION COM 032/25**

**MOVED: Cr L Peters**

**SECONDED: Cr J Connor**

**That Council:**

- **note that Council received eight (8) submissions as part of this RFT and;**
- **award a contract to CMI Truck Centre Adelaide Pty Ltd for Truck Replacement – Water Cart in accordance with the documents submitted in response to Request for Tender for Contract 169 Truck Replacement – Water Cart for the amount of $305,602.95 (excluding GST).**

**CARRIED**

### 16.3 RFT FOR CONTRACT 174 BOWMAN PARK SEPTIC

**RESOLUTION COM 033/25**

**MOVED: Cr J Keain**

**SECONDED: Cr J Joyce**

**That Council:**

- **note that at time of tenders closing five (5) tender submissions were received;**
- **award a contract to The Trustee of Adams Family Trust trading as J Adams Plumbing & Gas Fitting for Bowman Park Septic Install in accordance with the documents submitted in response to Request for Tender for Contract 2025/174 Bowman Park Septic Install for $120,445.87 (excluding GST);**
- **approve a contingency amount of $15,000 to cover any potential variations associated with the project; and**

- **delegate authority to the Chief Executive Officer to approve variations within this contingency amount as required.**

**CARRIED**

## 16.4 ACQUISITION OF ALLOTMENT 404 ALEXANDER LANE, PORT PIRIE - OFF-STREET CAR PARKING

**RESOLUTION COM 034/25**

**MOVED: Cr K Jackson**

**SECONDED: Cr A Zubrinich**

**That Council:**

- **authorise the Chief Executive Officer to negotiate the purchase of Renewal SA land, Allotment 404 in Deposited Plan 75081, comprised in Certificate of Title, Volume 6019 Folio 861, in order to secure tenure of off-street car parking for the Ellen Hotel;**
- **agree to the market value assigned by licenced valuation, $50,000 (excluding GST), plus associated costs require to purchase the said land;**
- **authorise the Chief Executive Officer to sign all documentation required to facilitate the purchase and land transfer; and**
- **authorise the costs to acquire the said land to be funded from the net proceeds of sale of other land currently held in the 'Futures Fund' and that the 2025/26 budget be amended to reflect this authorisation at the next available budget review.**

**CARRIED**

## 16.5 DISPOSAL OF REMNANT STOCK ROUTE - MERRITON

**MOTION**

**MOVED: Cr K Jackson**

**SECONDED: Cr J Connor**

**That Council:**

- **acknowledge the proposed disposal of approximately four (4) hectares of unformed Council road located entirely within private land owned by Scott and Sally Wilson, to be amalgamated with their adjoining properties, identified as Section 50 and Allotments 1 and 2 Heaslip Road, Merriton, as shown in Annexure A;**
- **approve community consultation pursuant to the Roads (Opening and Closing) Act 1991;**

**Further, that subject to there being no objections received through the community consultation process, Council:**

- **approve the sale of the subject land to Scott and Sally Wilson, based on the historical valuation method of $100 per acre, totalling $1,000 (approx. 10 acres);**
- **require the purchasers to meet all costs associated with the road closure and land transfer process;**
- **authorise the Chief Executive Officer to execute under seal all documentation required to give effect to the sale and transfer of the said land to be amalgamated with the adjoining Certificates of Title: Volume 5666, Folio 220, and Volume 6064, Folio 865 and;**
- **in the event that objections are received during community consultation, the above delegation be retracted and a further report be presented to Council for consideration.**

**LOST**

## 16.6 PORT PIRIE AERODROME CULTIVATION LEASE

**RESOLUTION COM 035/25**

**MOVED: Cr L Peters**

**SECONDED: Cr J Keain**

**That Council:**

- **note that the existing Cropping Lease for the Port Pirie Aerodrome land held by Robert and Diane Joyce will expire on 31 December 2025;**
- **endorse the release of an Expression of Interest (EOI) to lease approximately 300 hectares of Council-owned land surrounding the Port Pirie Aerodrome for cropping purposes, effective from 1 January 2026;**
- **approve the following draft Licence terms for inclusion in the EOI:**
- **initial term: 5 years, with one 5-year renewal option;**
- **rental payments: Biannual instalments (January and July);**
- **rent review: Annual CPI adjustment (Adelaide – All Groups) plus GST;**
- **that an appraisal for a reserve lease fee be obtained as part of the process; and**
- **authorise the Property Officer to finalise the EOI documentation, advertise the opportunity, assess submissions, and present a report to Council with a recommended lessee for approval.**

**CARRIED**

## 16.7 PIRIE'S NEXT BIG EVENT

**RESOLUTION COM 036/25**

**MOVED: Cr A Zubrinich**

**SECONDED: Cr J Connor**

**That Council:**

1. **note the successful grant funding of $30,000 from the South Australian Tourism Commission for the 2025 Port Pirie Youth Event; and**
2. **endorse matching contribution from Council of $30,000 to come from the Community Assistance Fund.**

**CARRIED**

## 16.8 UPDATE ON NEGOTIATIONS - DEVELOPMENT OPTIONS 1 AND 2 PORT PIRIE RIVERFRONT

**RESOLUTION COM 037/25**

**MOVED: Cr A Gulin**

**SECONDED: Cr L Peters**

**That the contents of the report be noted.**

**CARRIED**

### 16.9 SUSTECH UPDATE

**RESOLUTION COM 038/25**
**MOVED: Cr J Keain**
**SECONDED: Cr L Peters**
**That the contents of the report be noted.**

**CARRIED**

### 16.10 SOUTH WEST DRAINAGE LAND UPDATE

**RESOLUTION COM 039/25**
**MOVED: Cr J Connor**
**SECONDED: Cr J Joyce**
**That the contents of the report be noted.**

**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 24 SEPTEMBER 2025.**

## 16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

### 16.11 CHIEF EXECUTIVE OFFICER RECRUITMENT

**RESOLUTION COM 031/25**

**MOVED: Cr A Zubrinich**

**SECONDED: Cr J Keain**

**That the minutes of the following Chief Executive Officer Selection Panel meetings be received:**

- **2 September 2025;**
- **8 September 2025;**
- **15 September 2025; and**
- **18 September 2025.**

**CARRIED**

**RESOLUTION COM 032/25**

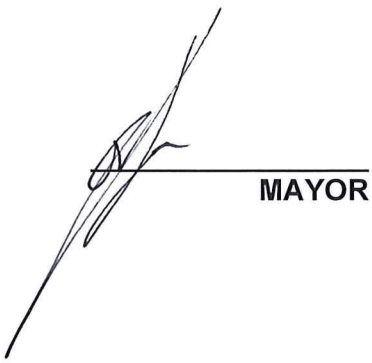
**MOVED: Cr K Jackson**

**SECONDED: Cr A Gulin**

**That the position of Chief Executive Officer be offered to Mr Christopher Davey for a period of five (5) years with a six (6) month probation period.**

**In the event that Mr Davey declines the offer of employment it is recommended that the second preferred candidate be offered the position under the same conditions.**

**CARRIED**



**MAYOR**

# ORDINARY MEETING OF COUNCIL

# 22 October 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.

**Chris Davey**
**Acting Chief Executive Officer**
17 October 2025

# AGENDA

**16 Items for Consideration as to Confidentiality ..... 3**

16.1 2025/176 Harris Road Drainage System Construction of Stage 8 ..... 3

16.2 SusTech Update ..... 9

# 16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

## 16.1 2025/176 HARRIS ROAD DRAINAGE SYSTEM CONSTRUCTION OF STAGE 8

**Author:** **Angie Finlay, Project Manager**

**Authoriser:** **Vivien Nsanabo, Director Infrastructure**

**File Reference:** **2025.1546**

| | | | | |
|---|---|---|---|---|
| **Timeframe**: | 2025/2026 Financial Year | | | |
| **Budget Impact:** | Nil | | | |
| **Risk Assessment:** | **Primary Risk Type(s):** | | Financial / Infrastructure | |
| | **Inherent Risk:** | **Likelihood** | **Consequence** | **Rating** |
| | | Possible | Moderate | Medium |
| | **Controls:** | ▪ Contract and allow budget with contingencies | | |
| | **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:**

- **note that two (2) submissions were received as part of this tender;**
- **award a contract to Base Civil Construction Pty Ltd for Harris Road Drainage System Construction of Stage 8 in accordance with the documents submitted in response to Request for Tender for Contract 2025/176 for the amount up to $749,077.50 (excluding GST);**
- **approves a contingency amount of 20% of the contract amount to cover any potential variations associated with the project; and**
- **delegate authority to the Chief Executive Officer to approve variation within this contingency amount as required.**

**EXECUTIVE SUMMARY**

The current stormwater infrastructure has been identified as being inadequate to be able to withstand the ongoing environmental conditions into the future.

Port Pirie Regional Council has reviewed the Harris Road drainage system to determine appropriate upgrades to the network based on a 5-year Annual Recurrence Interval (ARI). The works required have been identified and eight work packages were prioritised based on the amount of potential flooding identified in the analysis. This report has been prepared to enable award for the works proposed within Package 8 on Magor Road, Port Pirie.

| CONSULTATION UNDERTAKEN |
| --- |
| Nil |

## DISCUSSION

The Port Pirie Stormwater Management Plan, which identifies various stormwater catchment zones, reveals critical issues in the Harris Road Catchment area. This area, covering over 88 hectares, is relatively flat, with a gentle slope of 0.1 to 0.3% towards the northeast. It currently has an existing pump station and a grassed detention basin. However, the risk of system failure is high, particularly during minor and major flood events. In 2016 The DRAINS modelling results have shown that the current system's capacity is inadequate, with the potential flood risks rising, as the current system has a standard of less than 2-year ARI. The flood risk is particularly problematic in areas where the ARI drops to 1 year or lower.

A further report (FMG, 2015) emphasized the ongoing issues and risks within the Harris Road drainage system, providing data that supports the need for upgrades. The findings indicate that the existing system is insufficient to handle current and future stormwater loads, especially with the potential of upcoming developments around Magor Street. The need to upgrade becomes pressing as this development is expected to increase the stormwater burden on the existing infrastructure.

To address these issues, the catchment area upgrades have been broken down into 8 packages, with each package prioritized based on its urgency and available financial resources. Packages 8, 7, and 6 are considered the highest priority, with design and construction documents already developed to increase the infrastructure's performance to a minimum of 1 in 5 ARI standard.

Council has allocated $2,025,330.00 (including project management and overheads) in the 2025/2026 Capital Works Program to complete Stage 8 of the new stormwater drainage system on Harris Road.

## PROPOSED WORKS

Scope of works includes:

- Demolition of existing redundant structures
- Installation of a new Pump in Pipe system pump station
- Construction of new stormwater drainage infrastructure
- Replacement of approximately 621 metres of stormwater pipes
- Upgrade of the pump station and rising main, with a pumping capacity of 40 litres per second

The proposed works aim to increase the capacity of the existing drainage network to meet a 5-year Average Recurrence Interval (ARI), reducing the risk of localised flooding during storm events.

## TERM OF CONTRACT

The term of the contract is a one-off contract with a 12-month warranty period, commencing 31 October 2025.

## TENDER ASSESSMENT

Request for Tender documentation was published on an open forum on Tender SA online.

At the closing time of tenders on 2pm Tuesday 30 September 2025 there were two (2) tender submissions were received as follows:

| Tenderer | Tendered Price $ (excluding GST) |
|---|---|
| Base Civil Construction Pty Ltd | $ 749,077.50 |
| Nova Group Service | $ 928,007.09 |

Tenderers were invited on a Lump Sum basis.

**QUALITATIVE ASSESSMENT**

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

| | |
|---|---|
| Work, health and safety and risk management | 10% |
| Environmental Management and Quality Systems | 5% |
| Local Economic Benefits and Social Inclusion | 5% |
| Experience | 20% |
| Customer Service Plan | 5% |
| Implementation/ Delivery Schedule | 15% |
| Price | 40% |
| **TOTAL** | **100%** |

The tenders were evaluated by Angie Finlay, Project Manager and 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**

No Clarifications.

**OVERALL FINDING**

Both submissions were provided in line with industry standards. They were similar in scope, and the prices generally matched the expected cost estimates, except for the costs related to contaminated soil and relocating services. Since these costs are currently unknown, it is difficult to provide a fully competitive price schedule.

Overall, the submission from Base Civil Construction was ranked first by both evaluators. This was mainly because of its more competitive pricing, as well as the company's proven experience, relevant certifications, and effective construction techniques. A comparison with the expected costs is shown in the table below, with the three (3) main differences highlighted in red.

The preferred contractor will carry out the work using a combination of trenching and directional boring under footpaths and roads. This method is intended to minimize disruption to traffic and residents while installing the new pipeline, which will run from the pump station on Eunice Street to the retention dam on Magor Road.

| PRICE COMPARAISON AND WHERE THE DIFFERENCE IS | | | | |
|---|---|---|---|---|
| | | **Base Civil Construction Pty Ltd** | **Nova Group Service** | **Probable Costing** |
| ***Preliminaries (minus cibt)*** | | ***$83,000.00*** | ***$68,165.00*** | ***$315,000.00*** |
| ***Traffic management*** | ***Difference in price*** | ***$12,500.00*** | ***$43,500.00*** | ***$70,000.00*** |
| ***Earthworks*** | | ***$45,700.00*** | ***$34,000.00*** | ***$483,500.00*** |
| ***Contaminated soil*** | ***Difference*** | ***$25,200.00*** | ***$20,000.00*** | ***$448,000.00*** |
| ***Roadworks*** | | ***$49,010.00*** | ***$49,293.62*** | ***$44,800.00*** |
| ***Kerb and Gutter*** | | ***$2,160.00*** | ***$2,544.00*** | ***$1,260.00*** |
| ***Footpaths*** | | ***$1,185.00*** | ***$731.05*** | ***$1,460.00*** |
| ***Stormwater*** | | ***$254,950.00*** | ***$478,973.42*** | ***$299,350.00*** |
| ***Stormwater- pump supply and installation*** | | ***$306,200.00*** | ***$284,300.00*** | ***$271,000.00*** |
| ***Sewer/water/gas*** | | ***$5,000.00*** | ***$10,000.00*** | ***$150,000.00*** |
| ***Allowance for relocation*** | ***Difference*** | ***$5,000.00*** | ***$10,000.00*** | ***$150,000.00*** |
| ***TOTAL*** | | ***$747,205.00*** | ***$928,007.09*** | ***$1,566,370.00*** |
| ***20% contingency*** | | ***$149,441.00*** | ***$185,601.40*** | ***$313,974.00*** |
| ***CIBT paid by Council*** | | ***$1,872.50*** | ***$2,320.00*** | ***$3,500.00*** |
| ***Overall total budget for council to approve*** | | ***$898,518.50*** | ***$1,115,928.49*** | ***$1,883,844.00*** |
| | | | | |

**TIMING AND BUDGET**

Total funding of $2,025,330.00 (including project management and overheads) has been allocated to the construction of Harris Road Drainage System package 8 in the 2025/2026 Capital Works Budget.

A 20% contingency based on the contract value as been set aside. This extra amount is a safeguard in case unexpected work is needed, such as relocating services, disposing of contaminated soil, or other issues not found during the design phase and not covered in the original contract price. Importantly, this contingency of $149,441.00 is within the approved budget and will not require additional funds.

This proposed scope of works to be funded from this budget is as follows:

- $747,205.05 - Contract award
- $149,441.00 - 20% works contingency

Total: **$896,646.05**

Should Council agree to the recommendation, the preferred tenderer will be engaged, and works will be programmed to be completed by January 2026, subject to favorable weather conditions.

**TENDER SUMMARY**

| Criteria | Weighting | Base Civil Construction Pty Ltd | Nova Group Services |
|---|---|---|---|
| Works Health & Safety and Risk Management. | 10% | All documents provided General WHS | All documents provided. General WHS |
| Environmental Management Systems and Quality Systems | 5% | Certified third party accreditation for both ISO 14001 and ISO 9001 | No Certification in house Quality Management System |
| Local Economic Benefit & Social Inclusion | 5% | Some local contractors to be used. South Australian company | South Australian based company |
| Experience. | 20% | Multi levels of civil construction works throughout SA | Multiple other Council stormwater drainage contracts |
| Customer Service Plan | 5% | Stakeholder letters, with site Forman being customer service manager | Stakeholder letters, Stakeholder engagement throughout project |
| Implementation/Delivery Schedule | 15% | Completion by end of 2025 | Completion by February 2026 |
| Price | 40% | $749,077.50 | $928,007.09 |
| General Comments | 100% | All documents in order and competitive pricing | All documents in order and competitive pricing |
| Exclusions | | No contaminated waste disposal | No contaminated waste disposal |
| | | No groundwater | Limited Service disruption contingency |
| | | Limited Service disruption contingency | |

## TENDER SCORING MATRIX

| ITEM | DESCRIPTION<br>**ANGIE EVALUATION**<br>Evaluation Criteria<br>Note: ( )* Denotes Rating | WEIGHTING % | Base Civil Construction Pty Ltd<br>Score (out of 5) | | Nova Group Service<br>Score (out of 5) | |
|---|---|---|---|---|---|---|
| | **LUMPS SUM TENDER VALUE EXCL GST** | | **$ 749,077.50** | | **$ 928,007.09** | |
| 1 | Works Health & Safety and Risk Management (Schedule 5) | 10% | 4 | 8.00 | 4 | 8.00 |
| 2 | Environmental Management Systems and Quality Systems (Schedule 6) | 5% | 3 | 3.00 | 2 | 2.00 |
| 3 | Local Economic Benefit & Social Inclusion (Schedule 7) | 5% | 3 | 3.00 | 3 | 3.00 |
| 5 | Experience (Schedule 10) | 20% | 4 | 16.00 | 4 | 16.00 |
| 6 | Customer Service Plan (Customer Service Plan) | 5% | 2 | 2.00 | 3 | 3.00 |
| 7 | Implementation/Delivery Schedule (Schedule 12) | 15% | 4 | 12.00 | 3 | 9.00 |
| 10 | Price (Schedules 16)<br>Score = 2.5 + 5*(($M-$T)/$M) | 40% | 3.03 | 24.27 | 1.97 | 15.73 |
| | TOTAL SCORE INCLUDING PRICE | **100%** | 68.27 | | 56.73 | |
| | **TOTAL RANK INCLUDING PRICE** | | **1** | | **2** | |
| | *TOTAL SCORE EXCLUDING PRICE* | | *54.27* | | *43.73* | |
| | ***TOTAL RANK EXCLUDING PRICE*** | | ***1*** | | ***2*** | |

## ATTACHMENTS

**Nil**

**MEETING:** **ORDINARY COUNCIL MEETING - CONFIDENTIAL**
**DATE:** **22 OCTOBER 2025**

**DEPARTMENT: OFFICE OF THE MAYOR**

| | |
|---|---|
| **REPORT ITEM:** | **16.3** |
| **REPORT TITLE:** | **CHIEF EXECUTIVE OFFICER EMPLOYMENT AGREEMENT AND REMUNERATION - CONFIDENTIAL** |

**RECOMMENDATION:**

**That Council agree to increase the total remuneration package for the Chief Executive Officer position to $236,500; and**

**That a "Right of Reversion" clause be included in the Employment Agreement under section 6. Probationary Period as follows –**

**6.6 Where the CEO is an internal applicant promoted from a substantive position within the Council, the appointment shall be considered acting in nature during the probationary period.**

**If the CEO is deemed unsuitable for the role during or at the conclusion of the probationary period, and the termination is not due to misconduct or serious performance issues, the employee shall have the right to revert to their substantive position without loss of continuity of service or entitlements.**

**This right does not apply in cases of termination due to misconduct or other serious breaches of performance or conduct standards, in which case standard termination clauses shall apply.**

## DISCUSSION

As Elected Members are aware, Council resolved at the September Ordinary meeting to offer the position of Port Pirie Regional Council' Chief Executive Officer to Chris Davey for a period of five (5) years with a six (6) month probation period (COM 041/25), and that upon offering the position to Chris he accepted.

During negotiations with Chris, he requested that consideration be given to the following:

- An increase of the total remuneration package to $236,500 500, being $1,500 more than the figure of $235,000 resolved by Council; and
- In the event that he is not deemed suitable for the Chief Executive Officer role during the probationary period, he is able to revert back to the Director Development & Regulation position.

At the Special Council meeting held on 9 July 2025, Council resolved as follows:

**RESOLUTION CSCM 001/25**

**MOVED: Cr Zubrinich**

**SECONDED: Cr Hopgood**

**That Council endorse the draft Chief Executive Officer Employment Agreement and Job Description as contained in the agenda.**

**CARRIED**

CONFIDENTIAL

**RESOLUTION CSCM 002/25**

**MOVED: Cr Hopgood**

**SECONDED: Cr Petagna**

**That the total remuneration package for the new Chief Executive Officer position on initial offer be $235,000 (noting that this is within the Level 5 bandwidth allocated to this Council by the Remuneration Tribunal effective 1 July 2025), with the understanding that it may be adjusted depending on experience. The final offer will be a decision of the Council if different from $235,000.**

**CARRIED**

As resolution CSCM 028/25 from the July Special meeting stipulated that "the final offer will be a decision of the Council if different from $235,000", a new recommendation is being put to Council to endorse the increase to the total remuneration package to $236,500.

With regard to Chris' request to revert back to the Director Development & Regulation position in the event that he is not deemed suitable for the Chief Executive Office role during the probationary period, it is being put to Council that a "Right of Reversion" clause be included in the Employment Agreement under section 6. Probationary Period as follows –

*6.6 Where the CEO is an internal applicant promoted from a substantive position within the Council, the appointment shall be considered acting in nature during the probationary period.*

*If the CEO is deemed unsuitable for the role during or at the conclusion of the probationary period, and the termination is not due to misconduct or serious performance issues, the employee shall have the right to revert to their substantive position without loss of continuity of service or entitlements.*

*This right does not apply in cases of termination due to misconduct or other serious breaches of performance or conduct standards, in which case standard termination clauses shall apply.*

An amended draft Employment Agreement is attached for Members' review.

CONFIDENTIAL

# EMPLOYMENT AGREEMENT

BETWEEN

## PORT PIRIE
## REGIONAL COUNCIL

'the Council'

- and –

## CHRISTOPHER DAVEY

'the Chief Executive Officer'

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**EMPLOYMENT AGREEMENT**

**BETWEEN**

**Port Pirie Regional Council** of **115 Ellen Street, Port Pirie** in the State of South Australia 5540 (**'the Council**')

AND

**Christopher John Davey** of **210 Railway Terrace, Port Pirie** in the State of South Australia 5540 (**'the Chief Executive Officer**').

**INTRODUCTION**

A. The Council is a body corporate constituted by proclamation pursuant to the *Local Government Act 1999 ('**the Act'**).*

B. The Council has agreed to employ the Chief Executive Officer for a fixed term as specified in this Agreement, to perform the duties of that position in accordance with the Act and as agreed and directed by the Council.

C. The Council resolved on **24 September 2025** to appoint **Christopher Davey** to the position of Chief Executive Officer in accordance with section 96 of the Local Government Act 1999 (SA), and that a formal employment contract (this Agreement) setting out the terms and conditions of engagement be entered into between the Chief Executive Officer and the Council.

D. The Chief Executive Officer accepts the appointment in accordance with the terms and conditions set out in this Agreement.

E. The parties acknowledge and agree that the appointment is made in accordance with the Act.

1. **DEFINITIONS and INTERPRETATION**

Words importing the singular include the plural and vice-versa and words importing any gender include all genders.

Any reference to a Statute, ordinance, code or other law, includes all regulations and other instruments and all consolidations, amendments, re-enactments or replacements.

In this Agreement, unless expressed or implied to the contrary:

**"Act"** means the *Local Government Act 1999 (SA);*

**"Agreement"** means this Employment Agreement;

**"Award"** means the South Australian Municipal Salaried Officers Award;

**"Chief Executive Officer"** means the person appointed as the Chief Executive Officer of the Council under this Agreement;

**"Commencement Date"** means the date upon which this Agreement commences in accordance with clause 5.1 of this Agreement;

**"Confidential Information"** means:

(a) information relating to the business affairs and employees of the Council;
(b) matters of a technical nature, future directives and policies, technical data pertaining to the general affairs of the Council, internal procedures and information, financial information, information pertaining to other employees, salaries, strategic and business plans and like information relating to the Council;

(c) other information which the Council tells the Chief Executive Officer is confidential or which if disclosed, the Chief Executive Officer knows or ought reasonably to know would be detrimental to the Council;

(d) all other information which is imparted to the Chief Executive Officer in circumstances which the Chief Executive Officer knows or should reasonably know that the information is confidential to the Council or any other persons with whom the Council is concerned; but

(e) excludes any information that is public knowledge otherwise than as a consequence of a breach by the Chief Executive Officer of obligations under this Agreement or breach by some other person of a duty of confidence to the Council.

**"Council"** means the elected body of the Port Pirie Regional Council, as constituted under the Act;

**"Duties"** means the responsibilities, duties and functions of the Chief Executive Officer specified in this Agreement and in **Schedule 1** to this Agreement and such other duties as may be agreed between the Council and the Chief Executive Officer from time to time;

**"Expiry Date"** means the date upon which this Agreement expires in accordance with Clause 5.1 of this Agreement;

**"Immediate family or household member"** means the Chief Executive Officer's spouse or domestic partner, child, parent, grandchild, grandparent or sibling, or the child, parent, grandchild, grandparent or sibling of the Chief Executive Officer's spouse or domestic partner;

**"Parties"** means the Council and the Chief Executive Officer;

**"Performance Criteria"** means the criteria against which the Chief Executive Officer's performance is to be assessed (under the relevant Performance Review Process) as set out in clause 13 of this Agreement and as agreed between the parties in accordance with the process set out in **Schedule 3** to this Agreement;

**"Performance Review Process"** means the system by which the Chief Executive Officer's performance is assessed in accordance with this Agreement;

**"Total Employment Cost Package"** means the monetary and non-monetary entitlements of the Chief Executive Officer specified in **Schedule 2** to this Agreement;

**"Term"** means the fixed term period of employment specified in Clause 5.1.

**Interpretation**

In this Agreement, unless the context otherwise requires:

1.1 headings do not affect interpretation;

1.2 singular includes plural and plural includes singular;

1.3 words of one gender include any gender;

1.4 a reference to a party includes its executors, administrators, successors and permitted assigns;

1.5 a reference to a person includes a partnership, corporation, association, government body and any other entity;

1.6 a reference to this Agreement includes any schedules and annexures to this agreement;

1.7 an agreement, representation, warranty or indemnity by two or more parties (including where two or more persons are included in the same defined term) binds them jointly and severally;

1.8 an agreement, representation, warranty or indemnity in favour of two or more parties (including where two or more persons are included in the same defined term) is for the benefit of them jointly and severally;

1.9 a reference to legislation includes any amendment to it, any legislation substituted for it, and any subordinate legislation made under it;

1.10 a provision is not construed against a party only because that party drafted it;

1.11 an unenforceable provision or part of a provision may be severed, and the remainder of this agreement continues in force, unless this would materially change the intended effect of this agreement; and

1.12 the meaning of general words is not limited by specific examples introduced by 'including', 'for example' or similar expressions.

## 2. INTRODUCTION AND SCHEDULES

The Introduction and Schedules 1 to 3 are correct and form part of this Agreement.

## 3. APPLICATION OF OTHER INDUSTRIAL INSTRUMENT

3.1 This Agreement shall be read in conjunction with the Act and the *Fair Work Act 1994* (SA).

3.2 This Agreement shall not be read in conjunction with the Award, or any other industrial agreement, such as an Enterprise Agreement. This Agreement is intended to stand alone in terms of the terms and conditions agreed between the Parties.

## 4. POSITION

4.1 The Council appoints the Chief Executive Officer to the position of Chief Executive Officer in accordance with the terms and conditions of this Agreement.

4.2 The Parties agree that the terms and conditions of this Agreement shall apply to the Chief Executive Officer's position until the Expiry Date.

4.3 The Parties agree that this Agreement shall operate to encompass all terms and conditions of employment and to the exclusion of any and all other agreements or understandings.

## 5. TERM OF EMPLOYMENT

5.1 The Agreement commences on **27 October 2025** or such earlier date as may be agreed between the Mayor and the Chief Executive Officer and will continue for a fixed term of five (5) years concluding, subject to clauses 5.2 and 6 of this Agreement, at 5pm on **26 October 2030** or such earlier date as represents a five (5) year term, if an earlier Commencement Date is agreed pursuant to this clause.

5.2 The parties agree that the appointment and employment of the Chief Executive Officer will terminate on the Expiry Date unless:

5.2.1 this Agreement is terminated prior to the Expiry Date pursuant to clause 19 of this Agreement, in which case the Chief Executive Officer's appointment and employment will terminate at that time, or

5.2.2 the Chief Executive Officer is offered and accepts a further contract of employment pursuant to clause 7 of this Agreement.

5.3 The Parties agree that, in consideration of the terms and conditions of this Agreement, the employment of the Chief Executive Officer will not be ongoing but will continue only for the Term or as renewed (if at all) in accordance with clause 7 of this Agreement.

## 6. PROBATIONARY PERIOD

6.1 The Chief Executive Officer's employment is subject to a probationary period of **six (6) months** from the Commencement Date.

6.2 The Council must review the Chief Executive Officer's performance prior to the end of the probationary period and record its assessment in writing. A copy of that written assessment is to be provided to the Chief Executive Officer.

6.3 If the Council determines in its written assessment that its performance expectations have not been met, the Council may extend the probationary period for a period of up to three (3) months.

6.4 At any time during the probationary period (including any extended period) either party may terminate the employment by giving not less than two (2) weeks' notice to the other party. The Council may only terminate the agreement under this clause if the Council's reasonable performance expectations of the Chief Executive Officer in accordance with Clauses 8 and 9 of this Agreement are not met and the Council shall provide written notification of the reasons for such termination.

6.5 If the Council terminates the employment during the probationary period in accordance with clause 6.4 above, it may choose to pay to the Chief Executive Officer the monetary equivalent in lieu of the notice period.

6.6 Where the CEO is an internal applicant promoted from a substantive position within the Council, the appointment shall be considered acting in nature during the probationary period.

If the CEO is deemed unsuitable for the role during or at the conclusion of the probationary period, and the termination is not due to misconduct or serious performance issues, the

employee shall have the right to revert to their substantive position without loss of continuity of service or entitlements.

This right does not apply in cases of termination due to misconduct or other serious breaches of performance or conduct standards, in which case standard termination clauses shall apply.

6.7 The Council may terminate the employment without notice at any time during the probationary period for serious and wilful misconduct.

6.8 The Parties agree that the probationary period (including any extended period) and the provisions of this clause are fair and reasonable for the Council to assess the performance of the Chief Executive Officer.

## 7. FURTHER EMPLOYMENT AGREEMENT

7.1 The Chief Executive Officer may notify the Council in writing at any time, but at the latest at least eight (8) months, before the Expiry Date of the Chief Executive Officer's intention to make application to seek renewal of this Agreement.

7.2 If the Council determines to renew this Agreement (at its absolute discretion and with regard to the Chief Executive Officer achieving the Performance Criteria throughout the Term of this Agreement) it will be renewed for the length of time and on terms and conditions determined by the Council at that time.

7.3 The Parties acknowledge and agree that the terms of this Agreement do not contain or create an option or expectation for renewal of the employment or an offer of a further employment agreement.

7.4 Where a further employment agreement is entered into between the Parties, the Chief Executive Officer will be deemed to have continuity of service with the Council for the purpose of determining accrued benefits under the further Agreement.

7.5 The Council will notify the Chief Executive Officer in writing at least six (6) months before the Expiry Date whether or not it is proposing to offer a further employment agreement to the Chief Executive Officer.

## 8. REQUIREMENTS OF POSITION

8.1 The Chief Executive Officer must perform the Duties as:

8.1.1 set out in the Position Description at **Schedule 1** to this Agreement and as varied from time to time by agreement between the Parties;

8.1.2 set out in the policies of the Council as adopted by the Council from time to time during the term of the employment;

8.1.3 imposed by the Act or in any other statute and/or enabling regulations relevant to the position of the Chief Executive Officer; and

8.1.4 contained in clause 9 of this Agreement.

8.2 The Chief Executive Officer is accountable to the Council and is subject to the direction and control of the Council at all times.

## 9. DUTIES AND RESPONSIBILITIES

9.1 The Chief Executive Officer must:

9.1.1 work such reasonable hours as are necessary to carry out the Duties, ordinarily at least between **8.30am and 5.00pm** Monday to Friday and devote the Chief Executive Officer's whole time and attention during the hours reasonably required to carry out the Duties;

9.1.2 observe and carry out all lawful directions from the Council in relation to the performance of the Duties;

9.1.3 observe and comply with statutory responsibilities arising from the Act and all other applicable legislation;

9.1.4 act in the best interest of the Council at all times;

9.1.5 promote the aims and objectives of the Council;

9.1.6 disclose any financial or other interest relating to the business of the Council in accordance with the Act or which conflicts or may conflict or may be perceived to conflict with the discharge of the responsibilities of the office of Chief Executive Officer and then comply with any reasonable direction given by the Council in respect of that interest;

9.1.7 account to the Council for any remuneration or other benefit received from a third party in the Chief Executive Officer's capacity as an employee in any business conducted or promoted by the Council or any related corporation;

9.1.8 devote all professional effort to the employment and not hold any position or take on any activities which may in any way be seen to conflict with the office of the Chief Executive Officer, unless the prior approval of the Council has been obtained;

9.1.9 perform the Duties with the degree of skill, care and diligence, as is required of a Chief Executive Officer;

9.1.10 be just and faithful to the Council and promptly give to the Council full information and truthful explanations of all matters relating to the performance of the Duties under this Agreement and the responsibilities of the office generally;

9.1.11 be informed and up-to-date on issues and developments that affect all areas of responsibility of the office of the Chief Executive Officer;

9.1.12 attend meetings of the Council and other bodies as required;

9.1.13 exercise the Duties and other responsibilities where the Council has delegated the necessary functions and powers to the Chief Executive Officer;

9.1.14 take reasonable care for both personal health, safety and welfare and that of any employees or any other persons who may be affected while performing the Duties and undertaking the responsibilities of office;

9.1.15 take reasonable care for protection of the environment in performing the Duties and responsibilities;

9.1.16 as Chief Executive Officer, personally observe the requirements of the Council's policies and procedures in force from time to time;

9.1.17 observe the requirements of any Employee Code of Conduct that has been adopted by the Council or imposed by law;

9.1.18 maintain a current South Australian driver's licence throughout the Term; and

9.1.19 carry out and perform the Duties:

(a) lawfully;

(b) with proper decorum;

(c) to the best of the Chief Executive Officer's ability and judgment; and

(d) to the satisfaction of the Council.

9.2 Where the Chief Executive Officer has been required to work significant additional hours beyond the reasonable hours set out in Clause 9.1.1, the Chief Executive Officer may, with the prior approval of the Mayor, take time off in lieu in consideration of the additional hours.

9.3 The Chief Executive Officer must consult with the Council (to a reasonable degree) when determining, or changing to a significant degree:

9.3.1 the organisational structure for the staff of the Council; or

9.3.2 the processes, terms or conditions that are to apply to the appointment of senior executive officers; or

9.3.3 the appraisal scheme that is to apply to senior executive officers.

## 10. DISCLOSURE OF INTERESTS

The Chief Executive Officer acknowledges their responsibility under Section 120 of *the Local Government Act 1999* to declare all interests in matters in which the Chief Executive Officer is required or authorised to act in the course of their employment.

## 11. HOURS AND LOCATION OF WORK

11.1 The Chief Executive Officer hours of work average 38 hours per week, plus reasonable additional hours as will be required for the Chief Executive Officer to perform the Duties and the other functions pursuant to this Agreement, including attendance at Council meetings.

11.2 It is expected that the Chief Executive Officer will manage their workload effectively and discuss any related issues with the Mayor or the CEO Performance Review Committee.

11.3 The Chief Executive Officer must devote their whole time and attention during the hours reasonably required to properly perform the Duties.

11.4 The TEC Package referred to in Clause 15 of this Agreement is in full satisfaction for all hours worked by the Chief Executive Officer, including reasonable additional hours and attendance at Council meetings. No additional remuneration is paid as loadings, penalties or for overtime worked by the Chief Executive Officer, including weekends and public holidays, it being noted that the salary component of the TEC Package is loaded in consideration of such hours.

11.5 The Chief Executive Officer is entitled to Time Off in Lieu (**TOIL**) which will accrue in recognition of 10 hours or more performed each fortnight. The balance of TOIL carried

over should not exceed 10 hours. Any remaining TOIL balance at the conclusion of the Term will not be payable to the Chief Executive Officer.

11.6 The terms of this Agreement are the whole agreement between the Parties and absorb any currently existing or newly introduced payments or benefits to which the Employee has or may become legally entitled to, unless the Council otherwise specifies in this Agreement.

11.7 The Chief Executive Officer's principal place of employment is the Council's principal office pursuant to Section 45 of the LG Act, or as otherwise directed by the Council. The Council will provide reasonable notice of any change of location. The Chief Executive Officer may be expected to travel intrastate or interstate to carry out the Duties.

## 12. OUTSIDE INTERESTS

12.1 The Chief Executive Officer may accept board positions where the board is part of a statutory or not for profit authority provided that there is no conflict of interest apparent to the Chief Executive Officer in accepting the appointment.

12.2 The Chief Executive Officer must advise the Mayor in writing of the acceptance of any board position immediately upon accepting the position.

12.3 Otherwise, the Chief Executive Officer must not be directly or indirectly engaged, concerned or interested in any employment, trade, business, profession or occupation requiring the provision of services or advice by the Chief Executive Officer (other than the employment provided by this Agreement) except with the prior consent in writing of the Council.

12.4 If the Council provides its consent to the Chief Executive Officer pursuant to clause 12.3, the Chief Executive Officer agrees that they will give priority to the Duties under this Agreement over and above any other business or employment in which the Chief Executive Officer is authorised by the Council to engage.

## 13. PERFORMANCE CRITERIA

13.1 The following key performance criteria apply to this Agreement, together with those set out in the Position Description in **Schedule 1** and the Performance Criteria set and agreed in accordance with the process set out in **Schedule 3** to this Agreement:

13.1.1 the provision of accurate and timely advice to the Council;

13.1.2 working collaboratively with the Council;

13.1.3 the provision of innovative and visionary leadership;

13.1.4 the establishment of effective networks;

13.1.5 the maintenance of a work environment that facilitates the development of people and encourages them to perform at a high level;

13.1.6 the effective and accountable application of financial and physical resources;

13.1.7 the development and maintenance of management strategies to continually enhance service delivery; and

13.1.8 the initiation, development, implementation and review of effective policies.

13.2 The Parties acknowledge that these performance criteria may be varied and any other criterion may be included by agreement between the Parties at any time during the Term.

13.3 Initial Performance Criteria pursuant to **Schedule 3** to this Agreement will be set and agreed between the Parties within three (3) months of commencement of this Agreement, and will otherwise be reviewed and agreed in accordance with the process and timing set out in **Schedule 3** to this Agreement.

## 14. PERFORMANCE REVIEW

14.1 The Parties agree that a review of the Chief Executive Officer's performance will be conducted annually or more frequently if the Council determines there is a need to do so.

14.2 In addition, the Chief Executive Officer's performance will be monitored on a quarterly basis, or more frequently if the Council determines there is a need to do so.

14.3 The performance review shall be conducted by the Council's CEO Performance Review Committee ("the Committee"), which shall be established with approved Terms of reference and include an independent Human Resources specialist, using the Performance Review Process set out in this clause 14 and Schedule 3 to this Agreement.

14.4 A minimum of ten (10) working days notice in writing that a performance review is to be conducted will be provided to the Chief Executive Officer to provide the Chief Executive Officer with reasonable time to prepare for the review.

14.5 The Chief Executive Officer will prepare and submit to the Committee an assessment of the Chief Executive Officer's performance during the relevant review period prior to the assessment by the Committee.

14.6 Using an appropriate survey tool, the performance of the Chief Executive Officer will be appraised against the Performance Criteria by all Elected Members, and the Chief Executive Officer's direct reports.

14.7 A written report shall be compiled with respect to the performance review and a copy provided to the Chief Executive Officer. The report shall set out the particular aspects of the Chief Executive Officer's performance that require improvement, together with time frames during which the Committee expects those areas of performance to be improved to a specified standard. Where the Chief Executive Officer's performance is deemed to be acceptable written confirmation of that fact shall be provided to the Chief Executive Officer.

14.8 For each year of this Agreement, the Committee will have regard to the Rating Scale set out at Schedule 3 to this Agreement in determining the expectations of the Chief Executive Officer to achieve an acceptable performance rating as part of the Performance Review and the setting of annual Performance Criteria.

14.9 A copy of the report referred to in clause 14.7 shall be provided to the Chief Executive officer within one (1) month of the completion of the performance review.

14.10 A final report on the assessment of the Chief Executive Officer is to be forwarded to the Council for consideration.

14.11 The Council must provide whatever counselling, advice, assistance and support that is reasonably necessary to enable the Chief Executive Officer to improve their performance during any specified timeframes referred to in clause 14.7 of this Agreement.

14.12 If, at the conclusion of the timeframes referred to in clause 14.7 of this Agreement, the Chief Executive Officer's performance has not improved to the specified standards or requirements, the Council may:

14.12.1 extend the timeframe for specified improvement for a further specified period; or

14.12.2 provide further written notice, providing a final warning that, unless the Chief Executive Officer's performance improves in the stipulated areas, once again within a specified time frame, the Council will terminate the appointment and employment of the Chief Executive Officer in accordance with this Agreement; or

14.12.3 terminate the appointment and employment of the Chief Executive Officer in accordance with this Agreement.

## 15. TOTAL EMPLOYMENT COST (TEC) PACKAGE

15.1 In consideration of performing the Duties and undertaking the responsibilities of office, the Chief Executive Officer is entitled to the TEC Package as outlined in this clause and **Schedule 2** to this Agreement.

15.2 No additional remuneration is payable to the Chief Executive Officer.

15.3 The cash component of the TEC Package will be paid in arrears in equal fortnightly instalments, or as otherwise provided by the Council, by direct deposit to an account nominated by the Chief Executive Officer.

15.4 The Chief Executive Officer agrees that the TEC Package is provided as full compensation for all work performed, which takes into account:

15.4.1 any entitlement to leave loading, overtime loading, weekend or public holiday loading or any other form of salary loading;

15.4.2 any service by way of overtime, rostered days off or for attendance at meetings or functions outside the Council's usual office hours;

15.4.3 any entitlement to formal rostered days off; and

15.4.4 an acknowledgement that the position is measured on performance and not on the number of hours worked.

15.5 In the event that a determination of the Remuneration Tribunal of South Australia (RTSA) applies to this Agreement, the Parties acknowledge that, in accordance with section 99A(1) of the *Local Government Act 1999* (SA), the TEC Package must fall between the minimum and maximum bands as determined by the RTSA.

15.6 The Council may, at its absolute discretion, agree to make performance-related payments to the Chief Executive Officer, in addition to the TEC Package.

15.7 The statutory superannuation contribution required to be made by Council to the Chief Executive Officer pursuant to the *Superannuation Guarantee (Administration) Act 1992* (Cth) is included in the TEC Package and will be paid into a fund nominated by the Chief Executive Officer that complies with the relevant legislation.

15.7.1 The superannuation contribution included in the TEC Package is calculated solely on the base salary (as set out in Schedule 2 of this Agreement).

15.7.2 Any statutory increase to the superannuation contribution will be borne by the Council as an addition to the TEC Package, as it applies at the time of the statutory increase.

15.7.3 The TEC Package will be increased by the amount of the statutory increase to the superannuation contribution.

15.8 The Chief Executive Officer may, with the consent of the Council, elect to have a portion of 'before tax' salary paid by way of salary sacrifice into the fund the Chief Executive Officer has nominated (or which the Council has nominated as the default fund) ("the Sacrificed Amount"). The fund must be capable of accepting the Sacrificed Amount.

15.9 The Sacrificed Amount nominated in this clause must not exceed that permitted by relevant tax or superannuation legislation and shall be agreed in writing. The Chief Executive Officer may apply to vary the Sacrificed Amount or terminate this arrangement on no more than one (1) occasion in every twelve (12) month period.

15.10 The Chief Executive Officer shall continue to receive the following entitlements and payments calculated by reference to the salary before the Sacrificed Amount is deducted:

(a) paid leave;

(b) public holidays;

(c) any entitlement derived from the salary;

(d) Council superannuation guarantee contributions;

(e) termination benefits including notice; and

(f) allowances.

15.11 If the Council and the Chief Executive Officer agree to structure the TEC Package in a way that Fringe Benefit Tax (FBT) is payable on all or any part of the TEC Package, the FBT shall be paid by the Chief Executive Officer from the TEC Package unless otherwise agreed with the Council or specified in this Agreement.

15.12 Subject to clause 15.11, the Council shall pay any liability with respect to Fringe Benefit Tax incurred as a result of the ordinary carrying out of local government business by the Chief Executive Officer by way of functions or travelling.

**Motor Vehicle**

15.13 The Council shall make available to the Chief Executive Officer an appropriate and fully maintained motor vehicle. Exclusive private use is included in the TEC Package at the rate applicable for the standard of vehicle. The vehicle is provided on the understanding that:

15.13.1 it is not to be used for any commercial or income producing activity or pursuits by the Chief Executive Officer or any immediate family or household member of the Chief Executive Officer;

15.13.2 the Council is responsible for all costs associated with the vehicle including, but not limited to, registration, insurance, fuel, maintenance and Fringe Benefit Tax; and

15.13.3 the Chief Executive Officer is responsible for organising for the vehicle to be maintained, serviced and cleaned in an appropriate manner.

**Deductions**

15.14 The Council must:

15.14.1 deduct from the base salary component of the Employment Package and remit to the Australian Taxation Office instalments of income tax in compliance with its obligations under the *Income Tax Assessment Act 1936* (Cth); and

15.14.2 make any other deduction which the Chief Executive Officer is lawfully authorised or obliged to make.

## 16. TEC PACKAGE REVIEW

16.1 The TEC Package specified in **Schedule 2** to this Agreement will be reviewed annually and shall not result in a decrease in the TEC Package.

16.2 The annual review shall be conducted within one (1) month following the performance review set out in this Agreement (if reasonably practicable) and any change to the TEC Package shall take effect from the immediately preceding anniversary of the Commencement Date, or as otherwise agreed.

16.3 The review of the TEC Package will take into account the following;

16.3.1 the agreed criteria upon which the Chief Executive Officer's performance is assessed in accordance with the Performance Review Process,

16.3.2 movements in CPI (All Groups Adelaide) and the increase and movement in executive salaries within Local Government; and

16.3.3 any other factors that the Committee considers relevant.

16.4 Any variation to the TEC Package must be approved by the Council.

16.5 The Chief Executive Officer is not, as a right, entitled to any increase of the TEC Package each year.

## 17. WORK RELATED EXPENSES

In addition to the TEC Package the Council shall meet the following expenses or reimburse the Chief Executive Officer upon production of accounts or receipts (other than where such items are directly supplied by Council) for:

17.1 entertainment, executive and other sundry expenses reasonably and necessarily incurred by the Chief Executive Officer in the performance of the Duties and responsibilities of office; and

17.2 the cost and provision of a mobile telephone service; and

17.3 the provision of a personal computer and tablet and broadband connection for remote/home office use; and

17.4 the reasonable costs of the Chief Executive Officer attending conferences, seminars, training and development courses and study relevant to the performance of the Duties and responsibilities of office; and

17.5 membership fees and subscriptions payable by the Chief Executive Officer to professional associations, the membership of which is reasonably necessary or desirable for the Chief Executive Officer to hold in the performance of the Duties and responsibilities of office. For

the purposes of this clause membership shall be limited to, Local Government Managers Australia, Australian Institute of Management, and the Australian Institute of Company Directors unless the Council has approved an additional or other membership.

17.6 The Council may provide the Chief Executive Officer with a credit or debit card to be utilised in relation to civic expenditure incurred in the discharge of the Duties or functions of office, to an annual value to be agreed.

## 18. WARRANTY OF QUALIFICATIONS

The Chief Executive Officer confirms that all qualifications the Chief Executive Officer has represented to the Council are held and the requisite experience to undertake the Duties and responsibilities has been acquired. In the event that the Chief Executive officer is found not to have the qualifications or experience represented, the Council may summarily terminate this Agreement.

## 19. TERMINATION OF AGREEMENT

### 19.1 Summary Termination

This Agreement may be terminated by the Council without notice and without the payment of compensation in lieu of notice in the event that the Chief Executive Officer:

19.1.1 commits any serious or persistent breach of any of the terms of this Agreement;

19.1.2 engages in serious and wilful misconduct;

19.1.3 is guilty of serious or wilful neglect of in the discharge of the Duties and/or responsibilities of office;

19.1.4 is found by the Independent Commissioner Against Corruption or the Ombudsman to have engaged in serious misconduct, corruption and/or serious maladministration;

19.1.5 becomes bankrupt or makes any arrangement or composition with creditors (and the Chief Executive Officer is required to notify the Council within seven (7) days of such an occurrence);

19.1.6 becomes of unsound mind or comes under the control of any third party pursuant to any mental health legislation;

19.1.7 acts in serious, willful or repeated breach of Council's policies in force from time to time;

19.1.8 makes improper use of Council property;

19.1.9 is convicted of any criminal offence which prescribes a term of imprisonment, or which involves dishonesty, or where the offence, in the reasonable opinion of the Council, affects the Chief Executive Officer's capacity to perform the inherent requirements of the position;

19.1.10 causes any legal impediment to arise which prevents or inhibits the Chief Executive Officer from undertaking the Duties or the responsibilities of office whether under this Agreement and/or the Act and/or other legislation;

19.1.11 fails to display and exercise the duty of fidelity or good faith toward the Council, which the Council might reasonably expect of the Chief Executive Officer in performing the Duties and responsibilities of office; or

19.1.12 engages in any action or omission which brings the Council into widespread public disrepute, contempt or ridicule or which otherwise reflects unfavourably on the Council.

**19.2 Termination by the Provision of Notice**

19.2.1 In the event that the Council determines, through the performance review process conducted in accordance with Clause 14, that the Chief Executive Officer has failed to reasonably meet the performance expected, the Council may terminate this Agreement by the provision to the Chief Executive Officer of three (3) months' written notice.

19.2.2 This Agreement may be terminated by the Council upon the provision of three (3) months' notice to the Chief Executive Officer or the balance of the Term, whichever is the lesser, if the Council determines that the Chief Executive Officer has engaged in an act, or series of acts, of misconduct or negligence that warrants dismissal, but that is not sufficiently serious or wilful to warrant summary dismissal.

19.2.3 This Agreement may be terminated by the Chief Executive Officer by giving the Council a period of two (2) months' notice in writing, unless otherwise agreed with the Council.

19.2.4 In addition to any right of termination and without derogating from any right available in this Agreement, the Chief Executive Officer's employment may at any time be terminated by the mutual agreement of the Parties on whatever notice and terms the Parties may then agree.

19.2.5 Any notice required to be given by the Council may, instead, be paid as an equivalent payment of the TEC package in lieu of notice.

19.2.6 The Chief Executive Officer agrees that, where this Agreement is brought to an end, either by the Chief Executive Officer or the Council, the Chief Executive Officer will immediately resign from any *ex officio* or other positions related to their employment as Chief Executive Officer and if they fail to do so the Council may, by operation of this clause, provide such notice of resignation.

19.2.7 The Council may, by resolution and at its sole discretion, suspend the Chief Executive Officer (with pay) or allocate other duties and responsibilities for any period during the Term. Such alternate duties may be carried out at another designated location.

**19.3 Termination due to illness or incapacity**

19.3.1 This Agreement may be terminated by the Council in writing with a minimum of three (3) months' notice in the event that the Chief Executive Officer is incapacitated from performing the Duties and/or responsibilities of office due to ill health of any type for a period of greater than six (6) months and where all leave entitlements have been exhausted, except where such illness constitutes a compensable disability pursuant to the provisions of the Return to Work Act 2014 (SA).

### 19.4 Redundancy During Term of Agreement

19.4.1 The Council may terminate the employment of the Chief Executive Officer on the grounds of redundancy during the Term only where;

(a) the position of Chief Executive Officer no longer exists or will no longer exist; or
(b) the Council has declared or intends to declare the Chief Executive Officer's position redundant due to amalgamation.

19.4.2 If the Agreement is terminated in accordance with clause 19.4.1, the Council will pay to the Chief Executive Officer the balance of the Agreement paid out at the total TEC Package value.

19.4.3 Where the CEO's position has been made redundant, but the CEO is re-employed in the same capacity by the new entity, the CEO will not be entitled to any payment under this Clause.

## 20. LEAVE

### 20.1 Annual Leave

20.1.1 The Chief Executive Officer is entitled to twenty (20) days paid annual leave each completed year of service, to be taken during agreed periods as approved by the Council.

20.1.2 The Chief Executive Officer is not entitled to any leave loading payment.

20.1.3 There should not be more than thirty (30) days annual leave outstanding to the credit of the Chief Executive Officer at the end of any one (1) year of service. Where there is, the Council may direct the Chief Executive Officer to take leave to reduce the balance of outstanding annual leave to achieve the requirements of this clause.

20.1.4 Any entitlement to annual leave standing to the credit of the Chief Executive Officer at the time of cessation of employment will be discharged by the payment based on the TEC Package.

### 20.2 Personal/Carer's Leave

20.2.1 The Chief Executive Officer is entitled to ten (10) paid days of personal/carer's leave per year when:

(a) the Chief Executive Officer is suffering from a personal illness or injury (**personal leave**); and/or

(b) to provide care and support to an immediate family or household member who is suffering from a personal illness or injury (**carer's leave**).

20.2.2 Personal/carer's leave not taken shall accumulate without limit.

20.2.3 There is no entitlement to payment in lieu of accrued personal/carer's leave entitlements.

### 20.3 Long Service Leave

Long service leave entitlements accrue in accordance with the provisions of the *Long Service Leave Act* 1987 (SA) and the Act.

### 20.4 Compassionate Leave

The Chief Executive Officer is entitled to two (2) days paid compassionate leave for bereavement upon the serious illness, death or funeral of an immediate family or household member.

### 20.5 Parental Leave

The Chief Executive Officer is entitled to parental leave in accordance with the provisions of the *Fair Work Act 1994* (SA).

### 20.6 Pandemic Special Leave

The Chief Executive Officer is entitled to access pandemic special leave in accordance with the Council's Pandemic Special Leave Policy (as amended from time to time).

### 20.7 Domestic and Family Violence Leave

The Chief Executive Officer is entitled to access domestic and family violence leave in accordance with the Council's Domestic and Family Violence Policy (as amended from time time).

## 21. DISCLOSURE OF CONTRACTUAL TERMS

21.1 The terms of this Agreement are subject to the reporting obligations under section 105 (Register of Remuneration, Salaries and Benefits) and Schedule 4 (Annual Report) of the LG Act, and any other applicable law.

## 22. WORKPLACE HEALTH AND SAFETY

22.1 The Parties agree that a safe and secure workplace is important and, as such, the Parties are committed to compliance with work health and safety laws.

22.2 The Chief Executive Officer agrees to take all practicable steps to ensure the Chief Executive Officer's own safety while at work, and to ensure that no action or inaction by the Chief Executive Officer while at work causes harm to any other person. The Chief Executive Officer will ensure safety procedures are followed at all times.

22.3 The Chief Executive Officer is to use the safety and protective equipment or clothing provided. The Chief Executive Officer must ensure that the Chief Executive Officer knows the Council's health and safety rules and procedures. The Chief Executive Officer agrees not to misuse any equipment, plant or process that is provided to ensure workplace health and safety.

22.4 If the Chief Executive Officer does not comply with the Council's rules and procedures, disciplinary action may be taken by the Council.

22.5 The Chief Executive Officer agrees to report as soon as possible any accidents, incidents or hazards arising during the course of the Chief Executive Officer's employment. If the Chief Executive Officer has any concerns in relation to the Chief Executive Officer's safety or the safety of others in the Council, the Chief Executive Officer must report them to the Council and/or appropriate manager who will take all practicable steps to provide and maintain a safe work environment.

## 23. PROFESSIONAL DEVELOPMENT

The Council agrees to provide the Chief Executive Officer with professional development opportunities to meet the performance measurement requirements, throughout the term of this Agreement as mutually agreed.

## 24. CONFIDENTIALITY OF AGREEMENT

Subject to any applicable law and the written consent to disclosure by both parties, the terms of this Agreement will be kept confidential.

## 25. CONFIDENTIALITY OF INFORMATION

25.1 The Chief Executive Officer will not at any time during this Agreement, nor at any time thereafter:

25.1.1 otherwise than as necessary in the discharge of the Duties and the responsibilities of office or with the prior consent of the Council, divulge to any other person any information confidential to the Council which the Chief Executive Officer may acquire or have acquired;

25.1.2 use confidential information obtained for the Chief Executive Officer's own benefit or the benefit of any other person or entity or to the detriment of the Council.

25.2 All documents, memoranda, reports, books, manuals, papers, records, tools, computer software and hardware and electronically stored information in respect of the operations or statutory obligations of the Council shall be and remain the sole property of the Council and shall be delivered up by the Chief Executive Officer to the Council upon demand.

25.3 The Chief Executive Office acknowledges that the obligations imposed by this clause shall be in addition to the obligations imposed or implied at common law in respect of employees.

25.4 The Chief Executive Officer's obligations under this clause 25 shall survive the termination of this Agreement.

## 26. INTELLECTUAL AND OTHER PROPERTY OF THE COUNCIL

### 26.1 Intellectual Property

26.1.1 All materials provided to the Chief Executive Officer by the Council, including those to enable the Chief Executive Officer to perform the Duties and the responsibilities of office (and all intellectual property therein) are and remain the property of the Council.

26.1.2 All material produced by the Chief Executive Officer in performing the Duties and undertaking the responsibilities of office (in or out of normal business hours) and all intellectual property in such material is the property of the Council alone, on and from its creation, unless otherwise agreed in writing by the Council.

26.1.3 The Chief Executive Officer must do all acts and sign all documents the Council reasonably requests to secure its ownership or registration of its intellectual property, during and after the employment and if the Chief Executive Officer fails to do so the Council may, by operation of this clause, take steps as are required to achieve the objectives of this clause.

26.1.4 At the Council's request, the Chief Executive Officer must return all the Council's materials (in any form) and the Chief Executive Officer is not entitled to retain copies of the Council's materials in any form.

26.1.5 The Chief Executive Officer's obligations under this clause 26.1 shall survive the termination of this Agreement.

**26.2 Other Property**

26.2.1 The Chief Executive Officer must take all reasonable care in using Council property.

26.2.2 When this Agreement is terminated, the Chief Executive Officer agrees to immediately return to the Council, in good condition (subject to fair wear and tear) all tangible and intangible property belonging to, leased, or otherwise provided to the Chief Executive Officer by the Council.

26.2.3 'Property' in this clause includes without any limitation any and all:

26.2.3.1 stationery, books, business cards, documents, records, disks, access cards, computer hardware or keys;

26.2.3.2 materials provided to the Chief Executive Officer by the Council, including materials provided to enable the performance of the Duties and responsibilities of office and all intellectual property of the Council;

26.2.3.3 materials produced by the Chief Executive Officer in performing the Duties or undertaking the responsibilities of office (in or out of working hours) and all intellectual property in that material are the property of the Council alone, on and from creation, unless otherwise agreed in writing by the Council;

26.2.3.4 credit cards, mobile telephones and all other equipment provided to the Chief Executive Officer pursuant to this Agreement; and

26.2.3.5 the motor vehicle (and keys) provided pursuant to this Agreement.

26.2.3.6 The Chief Executive Officer's obligations under this clause shall survive the termination of this Agreement.

**26.3 Breach**

A breach of the Chief Executive Officer's obligations under this clause 26 is a serious breach of this Agreement. In addition to the Council's other remedies, the Council may bring legal action against the Chief Executive Officer for damages sustained as a result of such a breach and in so doing seek interest and legal costs on an indemnity basis.

27. **NO WAIVER**

27.1 Either of the Parties may only waive a right under this Agreement by written notice. Otherwise a failure to exercise and/or any delay in exercising on the part of a Party any right, power or privilege under this Agreement shall not operate as a waiver nor shall any single or partial exercise of any right, power or privilege preclude any other or further exercise or the exercise of any other right, power or privilege.

27.2 A waiver is limited to the specific instance to which it relates and to the specific purpose for which it is given.

27.3 The rights and remedies provided in this Agreement are cumulative and are not exclusive of any rights or remedies otherwise provided by law.

28. **NOTICES**

Any notice, demand or other communication to be given pursuant to this Agreement shall be in writing and may be delivered by email or personally or by prepaid registered post to the notified

address or otherwise to the address set out in the Agreement, or at the known place of abode or business of the party or such other address as the party may from time to time notify to the other party for the purposes of service of any notice.

29. **VARIATION**

The terms of this Agreement, unless otherwise specified, may only be varied in writing signed by or on behalf of both Parties and annexed to this Agreement.

30. **GOVERNING LAW**

This Agreement shall be governed by, construed and take effect in accordance with the laws of South Australia and the parties submit to the jurisdiction of the courts of South Australia.

31. **SEVERABILITY**

The Council and the Chief Executive Officer consider the covenants, obligations and restrictions herein contained to be reasonable in all the circumstances of the employment and each and every one of such covenants, obligations and restrictions in each and every part thereof, shall be deemed to be a severable and independent covenant, obligation and restriction to the intent that, if they are taken together, be judged to go beyond what is reasonable in all the circumstances, but would be adjudged reasonable with any one or more such covenants, obligations or restrictions or any one or more parts thereof deleted the covenants, obligations and restrictions herein contained shall be deemed to apply as if such covenants, obligations or restrictions or parts thereof as are so adjudged, unreasonable were deleted.

32. **COUNTERPARTS**

This Agreement may be executed in any number of counterparts which when executed shall constitute one document. If counterparts are used, then this Agreement shall come into effect on the last exchange of either original or facsimiled counterparts. If facsimiled counterparts are used then original counterparts shall be exchanged forthwith but failure to exchange originals shall not affect this Agreement.

33. **DISPUTE RESOLUTION**

33.1 In relation to any matter that may be in dispute between the Chief Executive Officer and the Council, the Parties will;

33.1.1 Attempt to resolve the matter at workplace level by the Chief Executive Officer and the Council, or a person or Committee authorised by the Council for that purpose, meeting and conferring on the matter.

33.1.2 Agree to allow either party to refer the matter to mediation if the matter cannot be resolved at the workplace level.

33.1.3 Agree that if either party refers the matter to an independent mediator, both Parties will participate in the mediation process in good faith.

33.1.4 Agree that any mediation will be conducted in accordance with the Resolution Institute Mediation Rules, and unless the parties agree upon a mediator, either party may request a nomination from the Chair of Resolution Institute.

33.1.5 Acknowledge the right of either party to appoint, in writing, another person to act on behalf of the party in relation to the mediation process.

33.1.6 The costs of mediation will be met by the Council. Where another person is used by either party in accordance with clause 33.1.5, each party will be responsible for meeting the costs of that person appointed to act on their behalf.

33.2 If the dispute is not settled within 30 days of referral to mediation (unless such period is extended by agreement of the parties), the Parties will;

33.2.1 Agree to submit the dispute to arbitration in accordance with, and subject to, Resolution Institute Arbitration Rules.

33.2.2 Agree that notwithstanding the existence of a dispute or difference each party shall continue to perform the Agreement.

33.2.3 Agree that unless the parties agree upon an arbitrator, either party may request a nomination from the Chair of Resolution Institute.

33.2.4 Agree that the decision of the arbitrator will be binding on the Parties.

33.2.5 Acknowledge the right of either party to appoint, in writing, another person to act on behalf of the party in relation to the arbitration process.

33.2.6 The costs of arbitration will be met by the Council. Where another person is used by either party in accordance with clause 33.2.5, each party will be responsible for meeting the costs of that person appointed to act on their behalf.

## 34. ENFORCEABILITY OF AGREEMENT

34.1 The Council and the Chief Executive Officer consider the covenants, obligations and restrictions contained in this Agreement to be reasonable in all the circumstances of the employment.

34.2 If a provision of this Agreement is, for any reason, held to be illegal, invalid, void, voidable or unenforceable, that provision must be interpreted to the extend necessary to ensure that this Agreement is not void, voidable or unenforceable.

34.3 If it is not possible to read and interpret a provision as required under this clause, that provision will be severed without affecting the validity or enforceability of the remaining part of that provision, or the other provisions of this Agreement, which shall continue in full force and effect.

## 35. DECLARATION

The Chief Executive Officer declares that they have read, understood and accepts the terms and conditions of employment contained in this Agreement. The Chief Executive Officer acknowledges that they have been advised by the Council to consult with a legal adviser prior to execution of this Agreement and that they have been given a reasonable opportunity to do so. In signing the Agreement, the Chief Executive Officer acknowledges that they have relied on their own judgment and/or the advice of a legal adviser and not on any statement or representation of the Council. The Chief Executive Officer acknowledges that they understand the terms and conditions of the Agreement, agree to abide by it and voluntarily executes it without any reservation.

## 36. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement of the parties regarding the employment of the Chief Executive Officer and supersedes all understandings and negotiations regarding the employment of the Chief Executive Officer.

**DATED THIS** day of **October** **2025**

**SIGNED** for and on behalf of )
**Port Pirie Regional Council** )

……
**Mayor Leon Stephens**

In the presence of:

……
**Witness signature**

……
**Witness name**

**SIGNED** by **Christopher John Davey** )

……
**Christopher John Davey**

In the presence of:

……
**Witness signature**

……
**Witness name**

# SCHEDULE 1

# POSITION DESCRIPTION

# SCHEDULE 2

# TOTAL EMPLOYMENT COST (TEC) PACKAGE

**1. Total Employment Cost as follows:**

| | |
|---|---|
| Base Salary | $ 200,000 |
| Superannuation | $ 24,000 |
| Cost of Vehicle in accordance with Clause 2 below | $ 12,500 |
| **Total Employment Cost** | **$ 236,500** |

2. **Motor Vehicle**

2.1 A motor vehicle will be provided by the Council as part of the Total Employment Cost Package on the following provisions:

(a) Council will provide a standard motor vehicle, or equivalent, to be replaced as necessary, for the CEO's full private and business use. The CEO and the CEO's spouse or domestic partner are entitled to use the vehicle for private use as well as Council purposes (including commuter use, and when the CEO is on annual leave, parental or compassionate leave, long service leave, special leave or personal leave).

(b) Where the vehicle is used for interstate travel prior approval must be obtained from the Mayor and all related costs for the interstate travel will be met by the CEO including any excess applicable for insurance during this period.

(c) The Council will pay all maintenance and operating expenses (including oil, repairs, servicing, comprehensive insurance, service club membership, registration and fuel costs) incurred in respect of the vehicle. The value of the motor vehicle is not convertible to salary.

(d) The CEO must maintain the vehicle in good and clean order and condition. The CEO is responsible for ensuring the vehicle is correctly serviced, cleaned and generally maintained to the satisfaction of the Council. Smoking is prohibited in the vehicle. The vehicle is to be used in a manner which complies with the manufacturer's specifications (eg maximum load, weight of towed vehicles, etc.).

(e) For private use, the vehicle shall be driven only by the CEO or the CEO's spouse or domestic partner, or a person over the age of 25 years provided the CEO is a passenger in the vehicle. This shall not prohibit reasonable alternative arrangements in the event of an emergency.

(f) Should the Council incur any penalty other than normal insurance excess on any insurance claim as a result of any action by the CEO or the CEO's spouse or domestic partner, the cost of such penalty shall be borne by the CEO.

(g) Any speeding or other traffic violations, including parking fines, which incur a penalty shall be paid by the CEO.

2.2 At the request of the CEO, the Council will alternatively consider the provision of a vehicle under a novated lease arrangement provided the Total Employment Cost is not exceeded.

# SCHEDULE 3

# PERFORMANCE REVIEW PROCESS

**1. Performance Criteria**

The Performance Review will be based on agreed Key Result Areas (KRA's) and Key Performance Indicators (KPI's), Strategic Performance Objectives (SPO's) and Personal Development Objectives (PDO's) that incorporate the requirements of the Position Description attached as Schedule 1.

These will be agreed with the Chief Executive Officer each year during the review period for the forthcoming year, and formally amended if required during the year by agreement between the Parties should the need arise.

During the review period, the Position Description will be reviewed and any variations agreed between the Parties in writing.

**2. Rating Scale**

- Rating 1 – CEO's performance did not meet expectation;
- Rating 2 – CEO's performance was below expectation;
- Rating 3 – CEO's performance is satisfactory;
- Rating 4 – CEO's performance was above expectation;
- Rating 5 – CEO's performance exceeded expectation;
- Rating 6 – CEO's performance significantly exceeded expectation.

**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 OCTOBER 2025.**

## 16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

### 16.1 2025/176 HARRIS ROAD DRAINAGE SYSTEM CONSTRUCTION OF STAGE 8

**RESOLUTION COM 040/25**

**MOVED: Cr J Connor**

**SECONDED: Cr L Peters**

**That Council:**

- **note that two (2) submissions were received as part of this tender;**
- **award a contract to Base Civil Construction Pty Ltd for Harris Road Drainage System Construction of Stage 8 in accordance with the documents submitted in response to Request for Tender for Contract 2025/176 for the amount up to $749,077.50 (excluding GST);**
- **approves a contingency amount of 20% of the contract amount to cover any potential variations associated with the project; and**
- **delegate authority to the Chief Executive Officer to approve variation within this contingency amount as required.**

**CARRIED**

### 16.2 SUSTECH UPDATE

**RESOLUTION COM 041/25**

**MOVED: Cr M Hopgood**

**SECONDED: Cr J Connor**

**That Council accept the Chief Executive Officer's verbal briefing in relation to the mediation meeting held on 16 October 2025.**

**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 22 OCTOBER 2025.**

## 16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

### 16.3 EMPLOYMENT AGREEMENT AND REMUNERATION

**RESOLUTION COM 042/25**

**MOVED: Cr M Hopgood**

**SECONDED: Cr A Zubrinich**

**That Council agree to increase the total remuneration package for the Chief Executive Officer position to $236,500; and**

**That a "Right of Reversion" clause be included in the Employment Agreement under section 6. Probationary Period as follows –**

**6.6 Where the CEO is an internal applicant promoted from a substantive position within the Council, the appointment shall be considered acting in nature during the probationary period.**

**If the CEO is deemed unsuitable for the role during or at the conclusion of the probationary period, and the termination is not due to misconduct or serious performance issues, the employee shall have the right to revert to their substantive position without loss of continuity of service or entitlements.**

**This right does not apply in cases of termination due to misconduct or other serious breaches of performance or conduct standards, in which case standard termination clauses shall apply.**

**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
Chris Davey, Chief Executive Officer
Kate Carmody, Executive Assistant (Minutes)

Notice is hereby given that a **CEO Performance Review Committee Meeting** will be held on **Monday, 24 November 2025 at 5.30pm** in the Mayor's Office, Port Pirie Regional Council Administration Office, 115 Ellen Street, Port Pirie.

**Chris Davey**
**CHIEF EXECUTIVE OFFICER**
20 November 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 9 April 2025
**MOVED SECONDED**
**That the Minutes of the CEO Performance Review Committee meeting held on 9 April 2025 be received and confirmed.**

2.2 CEO Performance Review Committee Special Meeting 28 May 2025
**MOVED SECONDED**
**That the Minutes of the CEO Performance Review Committee Special meeting held on 28 May 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 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 C Davey, Chief Executive Officer and K Carmody, Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Consideration of Chief Executive Officer's KPIs for 2025/26 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 matters related to the terms and conditions of the employment contract for the Chief Executive Officer.**

**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, related attachments, discussion and minutes relating to Agenda Item 5.1 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 matters related to the terms and conditions of the employment contract for the Chief Executive Officer.**

**This order shall operate until the KPIs are finalised and approved.**

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

6.0 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 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.

**MOVED Mayor Stephens SECONDED Cr Zubrinch**

**CE011/25** **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**

Section 91(7) Order

**MOVED Cr Jackson SECONDED Cr Zubrinich**

**CE012/25** **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

**MINUTES OF THE CEO PERFORMANCE REVIEW COMMITTEE SPECIAL MEETING HELD ON WEDNESDAY 28 MAY 2025 AT 5.01PM IN THE MAYOR'S OFFICE, 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 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)

**MOVED Mayor Stephens SECONDED Cr Zubrinich**

**CE013/25 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 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.

**MOVED Cr Zubrinich SECONDED Mayor Stephens**

**CE014/25 That the status quo remains with regard to the Chief Executive Officer's current remuneration package.**

**CARRIED**

Section 91(7) Order

**MOVED Mayor Stephens SECONDED Cr Zubrinich**

**CE015/25 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**

**From:** Leeanne Peters <lpeters@pirie.sa.gov.au>
**Sent:** Tuesday, 18 November 2025 2:36 PM
**To:** Mayor <mayor@pirie.sa.gov.au>; Alan Zubrinich <azubrinich@pirie.sa.gov.au>; Kendall Jackson <kjackson@pirie.sa.gov.au>
**Cc:** Kate Carmody <kcarmody@pirie.sa.gov.au>
**Subject:** Suggested KPIs 25 / 26-CEO
**Sensitivity:** Confidential

Hi all

I forward the below information in preparation for the CEO Performance Committee meeting scheduled for 24 November.

Given we are half way through the financial year, I would also like to propose for your consideration, the following KPIs for the new CEO for the next 6 months.

- Develop a proposal and implement the PPRC Workplace Culture Survey in the first quarter of 2026
- Develop the framework and plan for the Directorate reviews
- Develop own professional development plan
- Develop a draft CEO succession planning framework

Kind Regards,

Leeanne Peters
Dip HR. Dip Business. Dip Community Development.
Councillor
Port Pirie Regional Council
Mobile 0409 092 166

**MINUTES OF THE CEO PERFORMANCE REVIEW COMMITTEE MEETING HELD ON MONDAY 24 NOVEMBER 2025 AT 5.39PM IN THE MAYOR'S OFFICE, 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 and Crs L Peters (Chairperson) and K Jackson

C Davey, Chief Executive Officer and K Carmody, Executive Assistant (Minutes)

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 9 April 2025

**MOVED Cr Zubrinich SECONDED Cr Jackson**

**CE016/25 That the Minutes of the CEO Performance Review Committee meeting held on 9 April 2025 be received and confirmed.**

**CARRIED**

2.2 CEO Performance Review Committee Special Meeting 28 May 2025

**MOVED Mayor Stephens SECONDED Cr Zubrinich**

**CE017/25 That the Minutes of the CEO Performance Review Committee Special meeting held on 28 May 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 Consideration of Chief Executive Officer's KPIs for 2025/26 Pursuant to Section 90(3)(a)

**MOVED Cr Zubrinich SECONDED Cr Jackson**

**CE018/25 Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of C Davey, Chief Executive Officer and K Carmody, Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Consideration of Chief Executive Officer's KPIs for 2025/26 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 matters related to the terms and conditions of the employment contract for the Chief Executive Officer.**

**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**

**MOVED Mayor Stephens SECONDED Cr Zubrinich**

**CE019/25** **That the Committee recommend to Council that the CEO work on the following KPIs for the remainder of 2025/26:**

- **Develop a roadmap for a Workplace Culture Survey.**
- **Continue to develop the framework and plan for the Directorate reviews.**
- **Consider own professional development plan.**
- **Develop a draft CEO succession planning framework.**
- **Ensure the completion of the Foreshore project by Australia Day 2026.**

**CARRIED**

Section 91(7) Order

**MOVED Mayor Stephens SECONDED Cr Zubrinich**

**CE020/25** **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 5.1 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 matters related to the terms and conditions of the employment contract for the Chief Executive Officer.**

**This order shall operate until the KPIs are finalised and approved.**

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

**CARRIED**

## 6.0 CLOSURE:

The meeting closed at 6.35pm.

_____

**CHAIRPERSON**

# ORDINARY MEETING OF COUNCIL

# 26 November 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.



**Chris Davey**
**Chief Executive Officer**
21 November 2025

# AGENDA

**16 Items for Consideration as to Confidentiality ..... 3**

16.1 RFT For Contract 2025/175 - Regrouting of the Indoor Pool ..... 3

16.2 Notice of Claim - Update ..... 7

# 16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

## 16.1 RFT FOR CONTRACT 2025/175 - REGROUTING OF THE INDOOR POOL

**Author:** **Frank Endemann, Project Manager**

**Authoriser:** **Trevor Cugley, A/Director Infrastructure**

**File Reference:** **2025.1502**

| | | | | |
|---|---|---|---|---|
| **Timeframe**: | 2025/2026 | | | |
| **Budget Impact:** | Nil | | | |
| **Risk Assessment:** | **Primary Risk Type(s):** | | Service Delivery | |
| | **Inherent Risk:** | **Likelihood** | **Consequence** | **Rating** |
| | | Possible | Minor | Medium |
| | **Controls:** | ▪ Ensure contractor can meet completion date prior to contract award | | |
| | **Residual Risk:** | Unlikely | Minor | Low |

**RECOMMENDATION**

**That Council:**

- **award a Contract to Hydrilla Pty Ltd for the Regrouting of the Indoor Pool in accordance with the documents submitted in response to Request for Tender for Contract 2025/175 Regrout Indoor Pool & Recoat Gutters for the amount up to $168,700 (excluding GST);**
- **approve a contingency allowance of $8,500 and delegate then Chief Executive Officer to approve variations to the value of the contingency allowance;**
- **approve the transfer of the amount of $27,200 from the for Installation of Solar PV Systems for Council Buildings to the project for Regrouting of the Indoor Pool; and**
- **delegate authority to the Chief Executive Officer to sign and seal all documents to give effect to this resolution.**

**EXECUTIVE SUMMARY**

The indoor pool at the Aquatics Centre requires maintenance to the grout, mastic control joints and wet deck gutters as per the original Operation and Maintenance Manual.

Tenders were called for the works and Hydrilla, Councils preferred pool maintenance contractor, provide a conforming submission. It is recommended they be awarded a contract of the works to be undertaken in February 2026 at a cost of $168,700.

**CONSULTATION UNDERTAKEN**

The preferred pool closure dates were discussed with Belgravia Leisure managers. They nominated February 2026 as their preferred closure date.

**DISCUSSION**

The Operation and Maintenance manual for the Port Pirie indoor pool (dated October 2018) requires the grout and caulking in the control joints to be inspected and renewed every five years.

The grout is exhibiting signs of failure.

Request for Tender documentation was sent to selected contractors on 28 August 2025.

**PROPOSED WORKS**

Empty pool, remove caulking and replace, pressure clean grout lines and regrout pool.

Pressure clean and recoat wet deck gutters with approved epoxy coating.

These works will require the indoor pool to be closed to the public for 4 weeks to allow for the works and curing of the grout prior to refilling. The consultation undertaken with Belgravia has identified February 2026 as the preferred window of opportunity to close the pool with the least impact on the community.

**TENDER ASSESSMENT**

Request for Tender documentation was sent to three companies known as specialists in Pool Maintenance and/or Tiling.

At the closing time of tenders of 2pm, 23 September 2025, one tender submission was received as follows:

| **Tenderer** | **Tendered Price $ (excluding GST)** |
|---|---|
| Hydrilla P/L | $168,700 |
| Alsanto Constructions P/L | Missed closing date |
| South Pacific Pools | Withdrew prior to Closing |

Tenderers were invited on a Lump Sum basis.

**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 20%
- Implementation/Delivery Schedule 20%
- Price 40%

**Total 100%**

The tenders were evaluated by Frank Endemann – Project Manager.

A summary of the tender assessment is contained in the tables on the following page as: -

- The tender summary; and
- The tender scoring matrix

| Criteria | Weighting | Hydrilla P/L |
|---|---|---|
| Works Health & Safety and Risk Management. | 20% | Good WHS Policy provided |
| Local Economic Benefit & Social Inclusion | 20% | Local benefit confined to hire, accomodation |
| Implementation/Delivery Schedule | 20% | Meets requirements |
| Price | 40% | Just over budget |
| General Comments | 100% | Good submission, confident Hydrilla can succesfully complete works |

| ITEM | DESCRIPTION<br>Evaluation Criteria<br>Note: ( )* Denotes Rating | WEIGHTING % | Hydrilla P/L<br>Score (out of 5) | |
|---|---|---|---|---|
| | **LUMPS SUM TENDER VALUE EXCL GST** | | **$** | **168,700.00** |
| 1 | Works Health & Safety and Risk Management (Schedule 5) | 20% | 4 | 16.00 |
| 3 | Local Economic Benefit & Social Inclusion (Schedule 7) | 20% | 1 | 4.00 |
| 7 | Implementation/Delivery Schedule (Schedule 12) | 20% | 4 | 16.00 |
| 10 | Price (Schedules 16)<br>Score = 2.5 + 5*(($M-$T)/$M) | 40% | 3 | 24.00 |
| | TOTAL SCORE INCLUDING PRICE | **100%** | 60.00 | |
| | **TOTAL RANK INCLUDING PRICE** | | **1** | |
| | *TOTAL SCORE EXCLUDING PRICE* | | *40.00* | |
| | ***TOTAL RANK EXCLUDING PRICE*** | | ***1*** | |

**OVERALL FINDING**

Tenders were sought from 3 Companies, only Hydrilla provided a complying submission.

Whilst their submission was comprehensive, the tendered amount came in just over budget by $18,700 being 12% higher than estimated 12 months ago.

A review of budgets assigned to completed projects within the 2025/26 Capital Works Program has identified savings within the project for Solar PV Systems for Council Buildings which could be reallocated to the project for the regrouting of the Indoor Pool.

Hydrilla currently undertake periodic maintenance at Councils pools and have a proven track record of providing quality outcomes and working collaboratively with Council.

It is recommended that Hydrilla Pty Ltd be engaged under a formal Works Agreement to undertake the proposed works.

**TIMING AND BUDGET**

Total funding of $ 150,000 has been allocated for the Regrouting of the Indoor Pool in the 2025/2026 Capital Works Budget.

This budget amount was determined from previous pricing sought from a local contractor as part of the budget setting process and who has now decided not to provide a submission under the current tender process.

Due to the possibility of the need for additional repair works once the gutter removal and grouting process has commenced, it is requested that a contingency amount of $8,500 (5% of the contract amount) be included as part of the award of this works agreement.

Savings of $53,445 have been identified in the project for the installation of Solar PV Systems for Council Buildings due to the modifying of roof safety access points being required to a lesser extent than originally allowed for. It is proposed that $27,200 of these savings be reallocated to the project for the regrouting of the Indoor Pool.

Should Council agree to the recommendation, the preferred tenderer will be engaged, and works will be programmed to be completed by 28 February 2026.

**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 26 NOVEMBER 2025.**

## 16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

### 16.1 RFT FOR CONTRACT 2025/175 - REGROUTING OF THE INDOOR POOL

**RESOLUTION COM 042/25**

**MOVED: Cr M Hopgood**

**SECONDED: Cr L Peters**

**That Council:**

- **award a Contract to Hydrilla Pty Ltd for the Regrouting of the Indoor Pool in accordance with the documents submitted in response to Request for Tender for Contract 2025/175 Regrout Indoor Pool & Recoat Gutters for the amount up to $168,700 (excluding GST);**
- **approve a contingency allowance of $8,500 and delegate then Chief Executive Officer to approve variations to the value of the contingency allowance;**
- **approve the transfer of the amount of $27,200 from the for Installation of Solar PV Systems for Council Buildings to the project for Regrouting of the Indoor Pool; and**
- **delegate authority to the Chief Executive Officer to sign and seal all documents to give effect to this resolution.**

**CARRIED**

### 16.2 NOTICE OF CLAIM - UPDATE

**RESOLUTION COM 043/25**

**MOVED: Cr M Hopgood**

**SECONDED: Cr L Peters**

**That Council receive and note the report.**

**CARRIED**

**MAYOR**

# ORDINARY MEETING OF COUNCIL

# 10 December 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.



**Chris Davey**
**Chief Executive Officer**
05 December 2025

# AGENDA

**16 Items for Consideration as to Confidentiality ..... 3**

16.1 Update on Negotiations: Development Option 1 - Beach Road Port Pirie ..... 3

16.2 Port Pirie Aerodrome Cultivation Licence ..... 11

16.3 RFT 2025/183 - 2025/26 Road Reseal Program - Asphalt Works ..... 22

16.4 RFT 2025/184 - 2025/26 Road Reseal Program - Spray Sealing Works ..... 24

## 16.2 PORT PIRIE AERODROME CULTIVATION LICENCE

**Author:** **Jodie Christensen, Property Officer**

**Authoriser:** **Trevor Cugley, Director Infrastructure**

**File Reference:** **2025.1641**

| | | | | |
|---|---|---|---|---|
| **Timeframe**: | January 2026 | | | |
| **Budget Impact:** | $300,000 (Exc. GST) revenue over a 10-year term | | | |
| **Risk Assessment:** | **Primary Risk Type(s):** | | Financial / Infrastructure | |
| | **Inherent Risk:** | **Likelihood** | **Consequence** | **Rating** |
| | | Possible | Minor | Low |
| | **Controls:** | ▪ Council Policies<br>▪ Community Consultation | | |
| | **Residual Risk:** | Unlikely | Minor | Low |

| **STRATEGIC REFERENCE:** | |
|---|---|
| **Theme** | Our Economy |
| **Goal** | Business & Industry |
| **Strategy 2.2.1** | The Region's traditional industrial and agricultural base is maintained and expanded. |

**RECOMMENDATION**

**That Council:**

1. **Note that the licence agreement to cultivate Council-owned land surrounding the Port Pirie Aerodrome will expire on 31 December 2025.**
2. **Acknowledge community consultation undertaken to invite expressions of interest in the licence.**
3. **Accept the submission received from Gary and Rebecca Smith based on the assessment of details against Council assessment criteria.**
4. **Authorise the Chief Executive Officer to execute a licence agreement, commencing 1 January 2026, subject to the following conditions:**
    a. **Initial Term: Five (5) years, with a further (5) year renewal option;**
    b. **Lease Fee: $30,000 p.a. (excl. GST);**
    c. **Rental Payments: Two (2) equal instalments (January and July); and**
    d. **Rent Review: Annual CPI increase (Adelaide – All Groups).**

**EXECUTIVE SUMMARY**

The cultivation licence for the land surrounding the Port Pirie Aerodrome expires on 31 December 2025. To ensure responsible asset management and continued productive use of this land, Council initiated an Expression of Interest (EOI) process for a new licence commencing 1 January 2026 for a five-year term, with a further five-year renewal option.

The approximately 300-hectare site currently returns $21,500 per annum (excl. GST). An independent appraisal confirmed this figure as an accurate market reflection and appropriate reserve price for assessing EOIs. Three submissions were received, ranging from $15,000 to

| |
|---|
| $30,000 (excl. GST). As all applicants met the criteria for experience and land management, the rental offer became the determining factor. It is therefore recommended that Council award the cultivation licence to Gary and Rebecca Smith. |

| **CONSULTATION UNDERTAKEN** |
|---|
| Community Consultation: 2 October to 28 November 2025<br>Council Officers: Parks & Recreation Supervisor, Port Pirie Airport Manager |

## DISCUSSION

Council has historically issued a cultivation licence for the land surrounding the Port Pirie Aerodrome at 125 Aerodrome Road, Port Pirie East. With the current licence due to expire on 31 December 2025, Council's Lease and Licence Policy required an Expression of Interest (EOI) process to be undertaken to identify a new licensee under consistent and transparent assessment criteria.

*Refer Annexure A – Locality Plan*

At the September 2025 meeting of Council, it was resolved as follows:

*That Council:*

- *note that the existing Cropping Lease for the Port Pirie Aerodrome land held by Robert and Diane Joyce will expire on 31 December 2025;*
- *endorse the release of an Expression of Interest (EOI) to lease approximately 300 hectares of Council-owned land surrounding the Port Pirie Aerodrome for cropping purposes, effective from 1 January 2026;*
- *approve the following draft Licence terms for inclusion in the EOI:*
- *initial term: 5 years, with one 5-year renewal option;*
- *rental payments: Biannual instalments (January and July);*
- *rent review: Annual CPI adjustment (Adelaide – All Groups) plus GST;*
- *that an appraisal for a reserve lease fee be obtained as part of the process; and*
- *authorise the Property Officer to finalise the EOI documentation, advertise the opportunity, assess submissions, and present a report to Council with a recommended lessee for approval.*

The licence area, comprising approximately 300 hectares, has a current rental return of $21,500 (excl. GST) per annum, with standard CPI adjustments. An independent appraisal confirmed this value as an accurate reflection of the current market, and a suitable reserve price for the EOI assessment.

During the preliminary review of land management requirements, Council's Parks and Recreation Supervisor and Airport Manager identified that, should cultivation not continue, Council would need to engage contractors for extensive slashing works. Past costs indicate this could exceed $15,000, as Council do not possess suitable equipment to undertake this internally. This reinforced the value of securing a cultivation licence both for land management and cost avoidance.

Community consultation to invite expressions of interest occurred between 2 October to 11 November 2025, which involved advertisement in the Recorder, Council's website and via social media. Council received one (1) submission by the closure date, which was below the reserve value. As a result, a second round of advertising was undertaken in the Stock Journal and Plains Producer, extending consultation to 28 November 2025. Three (3) submissions were ultimately received and assessed against weighted criteria: rental offer, proposed management, relevant experience, sustainable practices, and engagement with the process.

*Refer Annexure B – EOI Submissions*

## CONCLUSION

The Expression of Interest process has provided a fair, transparent, and competitive method for determining the future licence of the cultivation land surrounding the Port Pirie Aerodrome. Three submissions were received and assessed against Council's weighted criteria, with all applicants demonstrating suitable experience and proposed management practices. The rental offer therefore became the key differentiator in the assessment outcome.

Based on the evaluation undertaken by Council staff, Gary and Rebecca Smith received the highest overall score, offering the strongest financial return while meeting all operational and sustainability requirements. It is therefore recommended that Council award the cultivation licence to Gary and Rebecca Smith and authorise the Chief Executive Officer to execute the new licence agreement commencing 1 January 2026.

*Refer Annexure C – Assessment of Submissions*

The proposed licence terms are consistent with those endorsed by Council and include:

- **Term:** 5 years, with a 5-year renewal option (at Council's discretion);
- **Land Area:** Approximately 300 hectares (subject to confirmation);
- **Rental Payments:** Two instalments annually (January and July);
- **Rent Review:** Annual CPI adjustment (Adelaide – All Groups) plus GST;
- **Permitted Use:** Dryland cropping only, with no stock permitted; and
- **Environmental Requirements:** Sustainable land management and weed control. obligations.

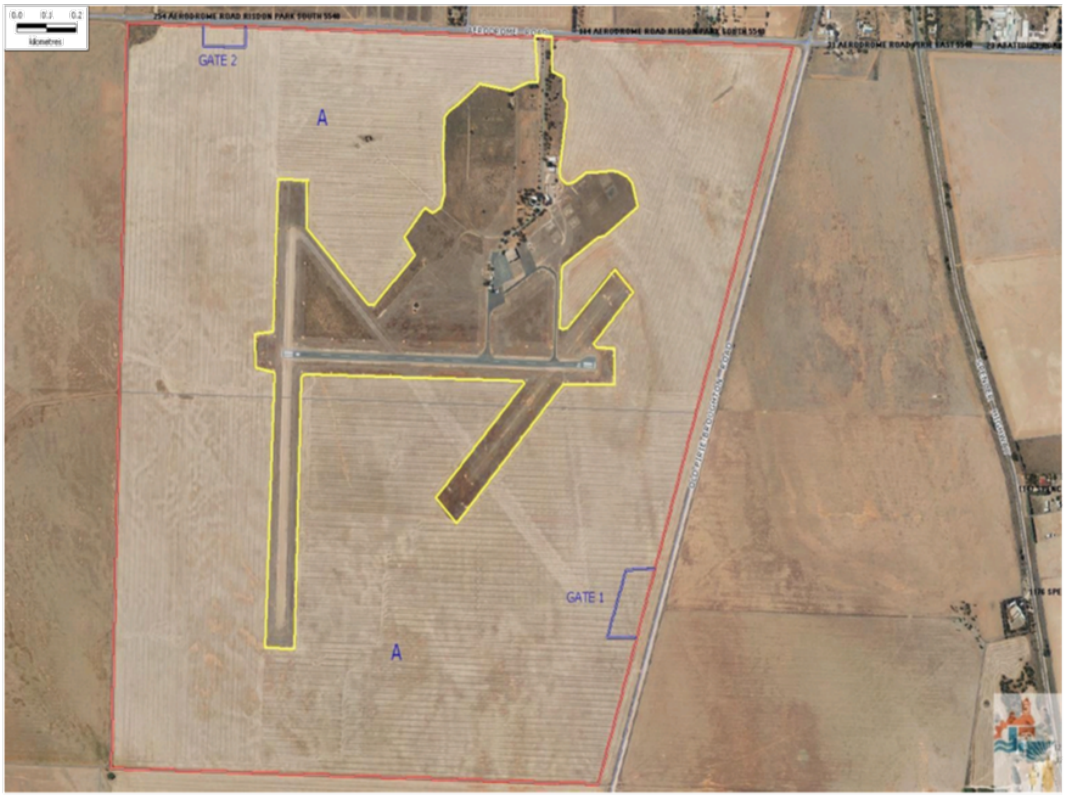
## ATTACHMENTS

1. **Annexure A - Locality Plan**
2. **Annexure B - EOI Submissions**
3. **Annexure C - Assessment of Submissions**

# ANNEXURE A

## LOCALITY PLAN

125 Aerodrome Road, Port Pirie East



# ANNEXURE B

## EXPRESSION OF INTEREST - SUBMISSION 1:

Needarosa Pastoral Co. (Page 1 of 1)

**SECTION D – EXPRESSION OF INTEREST SUBMISSION**

***All details to be completed and returned to Port Pire Regional Council*** *(Page 1 of 2)*

| | |
|---|---|
| **Respondent**<br>*State full name, registered name or company name and any trading name to be used as legal identity for Licence.* | Needarosa Pastoral Co.<br>Trading for Steven + Simon Johns |
| *ABN or ACN No.* | 41 689 514 281 |
| **Contact**<br>*Name of person responsible for this Expression of Interest submission.* | Steven Johns |
| **Address**<br>*Physical address of business* | 980 Milcowie Road<br>Pirc East |
| **Postal Address**<br>*PO Box Number, if applicable* | Box 147<br>Port Pirc 5540 |
| **Telephone**<br>*Home*<br>*Mobile* | 0427341975 |
| **Email Address** | rosjohns22@outlook.com<br>rosjohns@outlook.com. |
| **Rental Offer**<br>*Annual amount payable, Excl. GST* | $15,000. |

**SECTION D – EXPRESSION OF INTEREST SUBMISSION**

***All details to be completed and returned to Port Pire Regional Council*** *(Page 2 of 2)*

**MANAGEMENT PLAN**

*Please indicate:*

- *proposed use of the Licence area, e.g. continuous crop rotation, cereal/legume etc.*
- *details of intended cropping method*
- *specify measures to be taken to ensure the sustainability of the land*
- *include pest and weed control actions*
- *details of proposed fertilizer application*

- Direct drilling minimal tillage seeding
- agronomy to distric practices.
- pest & weed management distric practices
- fert distric practices
- Summer weed control for moisture and keep area manageable.

# ANNEXURE B

## EXPRESSION OF INTEREST - SUBMISSION 2:

Joyce Pastoral Ag Trust (Page 1 of 2)

**SECTION D – EXPRESSION OF INTEREST SUBMISSION**

***All details to be completed and returned to Port Pirie Regional Council*** *(Page 1 of 2)*

| | |
|---|---|
| **Respondent**<br>*State full name, registered name or company name and any trading name to be used as legal identity for Licence.* | The Trustee for<br>Joyce Pastoral Ag Trust |
| *ABN or ACN No.* | ABN: 47 484 689 753<br>ACN: 679 414 469 |
| **Contact**<br>*Name of person responsible for this Expression of Interest submission.* | Bart Joyce<br>Daniel Joyce |
| **Address**<br>*Physical address of business* | 2369 Wandearah Rd<br>Wandearah West 5523 |
| **Postal Address**<br>*PO Box Number, if applicable* | as above |
| **Telephone**<br>*Home*<br>*Mobile* | 0409 459 323 - DJ<br>0407 386 040 - DJ |
| **Email Address** | joycepastoral@outlook.com |
| **Rental Offer**<br>*Annual amount payable, Excl. GST* | $28,000 |

**SECTION D – EXPRESSION OF INTEREST SUBMISSION**

***All details to be completed and returned to Port Pirie Regional Council*** *(Page 2 of 2)*

**MANAGEMENT PLAN**

*Please indicate:*

- *proposed use of the Licence area, e.g. continuous crop rotation, cereal/legume etc.*
- *details of intended cropping method*
- *specify measures to be taken to ensure the sustainability of the land*
- *include pest and weed control actions*
- *details of proposed fertilizer application*

- Continuous cereal / legume crop rotation depending on weather & rainfall
- Cropping method will be the same as the past 10 years, Direct Drill Seeding
- High Analysis fertilisers have been applied for the past 10 years and will continue with rates between 70 – 90 kg HA. Our soil tests allow us to get a good understanding. Urea is spread as needed.
- Our cropping Program is managed by Stefan Schmidt from AG Consulting and Research. His years of being a fully qualified Agronomist gives us the leading edge information for our Sowing & spraying program. He advises on the correct sprays to address all weeds & pests.
- To ensure the sustainability of the land we direct Drill seed to reduce soil disturbance & retain moisture. We use very good fertiliser rates and apply Trace elements to the crop once emerged. We also summer spray to reduce weeds & conserve moisture and nutrition.

# ANNEXURE B
## EXPRESSION OF INTEREST - SUBMISSION 2:
Joyce Pastoral Ag Trust (Page 2 of 2)

**SECTION E – ADDITIONAL SUPPORTING DOCUMENTATION**

***Optional details to be supplied to support application***

- *any further information to support your submission, e.g., relevant experience and references.*

As RW & DH Joyce, now (Joyce Pastoral AG) we would like to say thanks for allowing us to lease te Airport land for the past 10 years.

We have put a bf of effort to improve the land over these 10 years & would like to continue.

As our pricing is public knowledge through the council meeting records it's very easy for people to see what we are paying & put in a new price above ours.

Could we please ask that if our pricing is beaten that we are offered the opportunity to negotiate.

Thank you.

# ANNEXURE B

## EXPRESSION OF INTEREST - SUBMISSION 3:

GR & RA Smith (Page 1 of 2)

**SECTION D – EXPRESSION OF INTEREST SUBMISSION**

***All details to be completed and returned to Port Pirie Regional Council*** *(Page 1 of 2)*

| | |
|---|---|
| **Respondent**<br>*State full name, registered name or company name and any trading name to be used as legal identity for Licence.* | GR1 RA Smith |
| *ABN or ACN No.* | ABN - 34892127147 |
| **Contact**<br>*Name of person responsible for this Expression of Interest submission.* | Gary Smith |
| **Address**<br>*Physical address of business* | 464 Port Davis Road<br>Pirie East 5540 |
| **Postal Address**<br>*PO Box Number, if applicable* | Angle Farm Port Pirie C/O post office |
| **Telephone**<br>*Home*<br>*Mobile* | ~~0458~~ 0407792043 |
| **Email Address** | angle.farm@bigpond.com |
| **Rental Offer**<br>*Annual amount payable, Excl. GST* | $30,000 |

**SECTION D – EXPRESSION OF INTEREST SUBMISSION**

***All details to be completed and returned to Port Pirie Regional Council*** *(Page 2 of 2)*

**MANAGEMENT PLAN**

*Please indicate:*

- *proposed use of the Licence area, e.g. continuous crop rotation, cereal/legume etc.*
- *details of intended cropping method*
- *specify measures to be taken to ensure the sustainability of the land*
- *include pest and weed control actions*
- *details of proposed fertilizer application*

- winter Barley with DAP fertilize @ 60kg/HA
- Agricultural chemicals to control weeds
- Vetch crops to improve soil health
- Summer Spraying to keep weeds tidy
- cut aprox 10mtr break around boundary for Hay before fire season to prevent fire risk.
- Modern minimum till farming Practices to prevent Soil erosion / drift.
- Modern Spraying equipment to prevent Spray drift.
- all equipment fitted with Amber rotating lights as per direction in Section B

# ANNEXURE B

## EXPRESSION OF INTEREST - SUBMISSION 3:

GR & RA Smith (Page 2 of 2)

| | |
|---|---|
| Business Name | G.R. and R.A. Smith |
| ABN | 34 892 127 147 |
| Contact Person | Gary Smith |
| Mobile | 0407 792 043 |
| Address of Business | 464 Port Davis Road Port Pirie SA 5540 |
| Rental Offer | $30 000 |

**Proposed Business Plan**

The licence area will be used mainly for winter barley production, with vetch crops included in the rotation to help maintain soil health and improve fertility.

All cropping will be carried out using modern minimum-till farming methods to reduce soil disturbance and prevent erosion or soil drift. Operations will be performed with up-to-date machinery fitted with amber rotating lights as required. To prepare for the fire season, 10-metre firebreaks will be cut for hay around the boundary to reduce risk of fire.

Fertilizer needs will be met through the application of DAP 60kg /HA (approx.) based on advice from our Agronomist to support the winter barley crop.

Weed and pest control will involve the careful use of agricultural chemicals, applied with modern spray equipment to prevent spray drift. Summer spraying will help keep weeds under control and the area tidy.

Sustainability of the land will be supported through reduced tillage, residue retention. All work will comply with relevant regulations, safety requirements, and directions from the Airport Manager.

**Additional Information**

We are a family, farming business and have been operating for 4 generations in the Aerodrome area.

We also volunteer at the Aerodrome with the CFS to load planes and have a good working relationship with the Airport Manager.

# ANNEXURE C

## EXPRESSION OF INTEREST
Assessment of Submissions

| Submissions | | |
|---|---|---|
| **Offer 1** | **Offer 2** | **Offer 3** |
| Steven & Simon Johns – Needarosa Pastoral Co | Bart & Daniel Joyce - Joyce Pastoral Ag Trust | Gary & Rebecca Smith |

| Selection Criteria | Weight | Offer 1 | Offer 2 | Offer 3 |
|---|---|---|---|---|
| **Rental Offer (GST exclusive)** | **40%** | $15,000 | $28,000 | $30,000 |
| **Management Plan** | **30%** | | | |
| - Proposed use | | Agronomy | Continuous cereal/legume crop rotation (weather/rainfall based) | Winter barley production, and Vetch crop rotation |
| - Pest/Weed control | | Yes, per "district practices" | Program managed with support from AG Consulting & Research | Agricultural chemicals - method prevents spray drift. |
| - Summer weed control | | Yes | Yes | Yes |
| - Fertilizer | | Yes, per "district practices" | High analysis fertilisers: MAP 70-90kg/ urea 50kg (as required per soil testing) | DAP 60kg p/Ha Based on Agronomist advice |
| - Cropping method | | Direct drilling | Direct drill seeding method, consistent with previous10 yrs | Modern minimal-till farming methods, Residue retention. |
| - Additional information | | Minimal tillage | 2016-2025 Licence holder. Proven professional practices. Cropping Program managed by AG Consulting & Research. | Agreement to Licence terms (EOI form). Family farm operates alongside the Aerodrome. CFS volunteers (Aerodrome). Noted safety compliance. |
| **Relevant Experience** | **10%** | Not specified | 25+ yrs | Fourth generation family farming business |
| **Details in Application** | **10%** | Minimal information | Detailed submission | Well presented and detailed |
| **Understand Sustainable Practice** | **5%** | Limited detail (minimal tillage) | Sustainable practices detailed. | Sustainable practices detailed. |
| **Inspected property** | **5%** | Unknown | Yes, existing Licensee. | Yes |

# ANNEXURE C

## EXPRESSION OF INTEREST
Assessment of Submissions
(Continued)

| | | Offer 1 | | Offer 2 | | Offer 3 | |
|---|---|---|---|---|---|---|---|
| **Selection Criteria** | **Weight** | Score | **Weighted Score** | Score | **Weighted Score** | Score | **Weighted Score** |
| **Rental Payment** | **40%** | 2 | 8 | 4 | 16 | 4.5 | 18 |
| **Management Plan** | **30%** | 2 | 6 | 4 | 12 | 4 | 12 |
| **Relevant Experience** | **10%** | 3 | 3 | 4 | 4 | 4 | 4 |
| **Details in Application** | **10%** | 2 | 2 | 5 | 5 | 4.5 | 4.5 |
| **Understand Sustainable Practice** | **5%** | 2 | 1 | 2 | 1 | 2 | 1 |
| **Property Inspected** | **5%** | 1 | 0.5 | 2 | 1 | 2 | 1 |

| **Weighted Score Results** | | | |
|---|---|---|---|
| **Total Weighted Score including price** | 20.5 | 39 | 40.5 |
| **Ranking** | Third | Second | First |
| **Total Weighted Score excluding price** | 12.5 | 23 | 22.5 |
| **Ranking** | Third | Second | First |
| **OVERALL FINAL RANKING** | **3** | **2** | **1** |

## 16.3 RFT 2025/183 - 2025/26 ROAD RESEAL PROGRAM - ASPHALT WORKS

**Author:** **Glenn Miller, Projects & Procurement Coordinator**

**Authoriser:** **Trevor Cugley, Director Infrastructure**

**File Reference:** **2025.1694**

| | | | | |
|---|---|---|---|---|
| **Timeframe**: | 2025/26 | | | |
| **Budget Impact:** | Nil | | | |
| **Risk Assessment:** | **Primary Risk Type(s):** | | Financial / Infrastructure | |
| | **Inherent Risk:** | **Likelihood** | **Consequence** | **Rating** |
| | | Possible | Major | High |
| | **Controls:** | ▪ Engage preferred contractor to undertake the works to renew Council nominated road surfaces. | | |
| | **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 accept the late report RFT 2025/183 - 2025/26 Road Reseal Program - Asphalt Works, as provided to Members after the meeting agenda was issued.**

**That Council:**
[to be provided via late report prior to the meeting]

**EXECUTIVE SUMMARY**

Details to be provided via late report to be issued prior to the meeting.

**DISCUSSION**

While the evaluation for this tender has progressed, the evaluation team is currently awaiting information to be provided by the tenderers by way of the RFI process which may impact the final pricing and ranking of the tenderers. It is anticipated that this information will be available prior to the planned December Ordinary meeting with this report to then be finalised and issued to Elected Members prior to the meeting.

It is requested that the report is included in the agenda for the December Ordinary meeting and not deferred to January 2026 to ensure that the works can be awarded and proceed within the optimum temperature months for road surfacing. Had the December Ordinary meeting occurred on the 4th Wednesday of the month, the evaluation would have been completed and the report available at the normal time of report agenda closing.

**ATTACHMENTS**

**Nil**

## 16.4 RFT 2025/184 - 2025/26 ROAD RESEAL PROGRAM - SPRAY SEALING WORKS

**Author:** **Glenn Miller, Projects & Procurement Coordinator**

**Authoriser:** **Trevor Cugley, Director Infrastructure**

**File Reference:** **2025.1695**

| | | | | |
|---|---|---|---|---|
| **Timeframe**: | 2025/26 | | | |
| **Budget Impact:** | Nil | | | |
| **Risk Assessment:** | **Primary Risk Type(s):** | | Financial / Infrastructure | |
| | **Inherent Risk:** | **Likelihood** | **Consequence** | **Rating** |
| | | Possible | Major | High |
| | **Controls:** | ▪ Engage preferred contractor to undertake the works to renew Council nominated road surfaces. | | |
| | **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 accept the late report RFT 2025/184 - 2025/26 Road Reseal Program - Spray Sealing Works, as provided to Members after the meeting agenda was issued.**

**That Council:**
[to be provided via late report prior to the meeting]

**EXECUTIVE SUMMARY**

Details to be provided via late report to be issued prior to the meeting.

**DISCUSSION**

While the evaluation for this tender has progressed, the evaluation team is currently awaiting information to be provided by the tenderers by way of the RFI process which may impact the final pricing and ranking of the tenderers. It is anticipated that this information will be available prior to the planned December Ordinary meeting with this report to then be finalised and issued to Elected Members prior to the meeting.

It is requested that the report is included in the agenda for the December Ordinary meeting and not deferred to January 2026 to ensure that the works can be awarded and proceed within the optimum temperature months for road surfacing. Had the December Ordinary meeting occurred on the 4th Wednesday of the month, the evaluation would have been completed and the report available at the normal time of report agenda closing.

**ATTACHMENTS**

**Nil**

## 16. ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY:

16.5 CEO Performance Review Committee Meeting Minutes 24 November 2025 and Consideration of Chief Executive Officer's KPIs for 2025/26

Minutes of the CEO Performance Review Committee Meeting held on 24 November 2025

**MOVED SECONDED**

**That the Minutes of the CEO Performance Review Committee meeting held on 24 November 2025 be received.**

Consideration of Chief Executive Officer's KPIs for 2025/26

**MOVED SECONDED**

**That the Chief Executive Officer work on the following KPIs for the remainder of 2025/26:**

- **Develop a roadmap for a Workplace Culture Survey.**
- **Continue to develop the framework and plan for the Directorate reviews.**
- **Consider own professional development plan.**
- **Develop a draft CEO succession planning framework.**
- **Ensure the completion of the Foreshore project by Australia Day 2026.**

**MINUTES OF THE CEO PERFORMANCE REVIEW COMMITTEE MEETING HELD ON MONDAY 24 NOVEMBER 2025 AT 5.39PM IN THE MAYOR'S OFFICE, 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 and Crs L Peters (Chairperson) and K Jackson

C Davey, Chief Executive Officer and K Carmody, Executive Assistant (Minutes)

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 9 April 2025

**MOVED Cr Zubrinich SECONDED Cr Jackson**

**CE016/25 That the Minutes of the CEO Performance Review Committee meeting held on 9 April 2025 be received and confirmed.**

**CARRIED**

2.2 CEO Performance Review Committee Special Meeting 28 May 2025

**MOVED Mayor Stephens SECONDED Cr Zubrinich**

**CE017/25 That the Minutes of the CEO Performance Review Committee Special meeting held on 28 May 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 Consideration of Chief Executive Officer's KPIs for 2025/26 Pursuant to Section 90(3)(a)

**MOVED Cr Zubrinich SECONDED Cr Jackson**

**CE018/25 Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of C Davey, Chief Executive Officer and K Carmody, Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Consideration of Chief Executive Officer's KPIs for 2025/26 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 matters related to the terms and conditions of the employment contract for the Chief Executive Officer.**

**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**

**MOVED Mayor Stephens SECONDED Cr Zubrinich**

**CE019/25** **That the Committee recommend to Council that the CEO work on the following KPIs for the remainder of 2025/26:**

- **Develop a roadmap for a Workplace Culture Survey.**
- **Continue to develop the framework and plan for the Directorate reviews.**
- **Consider own professional development plan.**
- **Develop a draft CEO succession planning framework.**
- **Ensure the completion of the Foreshore project by Australia Day 2026.**

**CARRIED**

Section 91(7) Order

**MOVED Mayor Stephens SECONDED Cr Zubrinich**

**CE020/25** **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 5.1 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 matters related to the terms and conditions of the employment contract for the Chief Executive Officer.**

**This order shall operate until the KPIs are finalised and approved.**

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

**CARRIED**

## 6.0 CLOSURE:

The meeting closed at 6.35pm.

_____

**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 10 DECEMBER 2025.**

## 16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

### 16.1 UPDATE ON NEGOTIATIONS: DEVELOPMENT OPTION 1 - BEACH ROAD PORT PIRIE

**RESOLUTION COM 044/25**

**MOVED: Cr K Jackson**

**SECONDED: Cr M Hopgood**

**That Council:**

- **receive the concept proposal submitted by Bentley Group for Development Options One, Tourist Accommodation and Destination of the Riverbank Precinct Project as attached to the agenda report and consider whether the vision contained in the proposal aligns with the Council's expectations and requirements for the Project;**
- **provided feedback and guidance to the Chief Executive Officer regarding the concept proposal to enable further discussion with Bentley Group with the aim of developing the proposal into a more detailed masterplan; and**
- **request that the Chief Executive Officer provide a report, including a more detailed masterplan of the proposal that incorporates the members' feedback, to the February 2026 Ordinary Meeting.**

**CARRIED**

### 16.2 PORT PIRIE AERODROME CULTIVATION LICENCE

**RESOLUTION COM 045/25**

**MOVED: Cr L Peters**

**SECONDED: Cr G Petagna**

**That Council:**

1. **Note that the licence agreement to cultivate Council-owned land surrounding the Port Pirie Aerodrome will expire on 31 December 2025.**
2. **Acknowledge community consultation undertaken to invite expressions of interest in the licence.**
3. **Accept the submission received from Gary and Rebecca Smith based on the assessment of details against Council assessment criteria.**
4. **Authorise the Chief Executive Officer to execute a licence agreement, commencing 1 January 2026, subject to the following conditions:**
    a. **Initial Term: Five (5) years, with a further five (5) year renewal option;**
    b. **Lease Fee: $30,000 pa (excl GST);**
    c. **Rental Payments: Two (2) equal instalments (January and July); and**
    d. **Rent Review: Annual CPI increase (Adelaide – All Groups).**

**CARRIED**

### 16.3 RFT 2025/183 - 2025/26 ROAD RESEAL PROGRAM - ASPHALT WORKS

This item was withdrawn by Administration.

## 16.4 RFT 2025/184 - 2025/26 ROAD RESEAL PROGRAM - SPRAY SEALING WORKS

This item was withdrawn by Administration.

**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 10 DECEMBER 2025.**

## 16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

### 16.5 CEO PERFORMANCE REVIEW COMMITTEE MEETING MINUTES 24 NOVEMBER 2025 AND CONSIDERATION OF CHIEF EXECUTIVE OFFICER'S KPIS FOR 2025/26

**RESOLUTION COM 044/25**

**MOVED: Cr K Jackson**

**SECONDED: Cr G Petagna**

**That the Minutes of the CEO Performance Review Committee meeting held on 24 November 2025 be received.**

**CARRIED**

**RESOLUTION COM 045/25**

**MOVED: Cr M Hopgood**

**SECONDED: Cr A Gulin**

**That the Chief Executive Officer work on the following KPIs for the remainder of 2025/26:**

- **Develop a roadmap for a Workplace Culture Survey.**
- **Continue to develop the framework and plan for the Directorate reviews.**
- **Consider own professional development plan.**
- **Develop a draft Chief Executive Officer succession planning framework.**
- **Ensure the completion of the Foreshore project by Australia Day 2026.**

**CARRIED**

**MAYOR**

# ORDINARY MEETING OF COUNCIL

# 28 January 2026

**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.

**Chris Davey**
**Chief Executive Officer**
23 January 2026

## 16.1 RFT FOR CONTRACT 2025/183 - 2025/26 ROAD RESEAL PROGRAM - ASPHALT WORKS

**Author:** **Glenn Miller, Projects & Procurement Coordinator**

**Authoriser:** **Trevor Cugley, Director Infrastructure**

**File Reference:** **2025.1694**

| | | | | |
|---|---|---|---|---|
| **Timeframe**: | 2025/2026 Financial Year | | | |
| **Budget Impact:** | Nil | | | |
| **Risk Assessment:** | **Primary Risk Type(s):** | | Service Delivery | |
| | **Inherent Risk:** | **Likelihood** | **Consequence** | **Rating** |
| | | Likely | Major | Extreme |
| | **Controls:** | ▪ Assign budget for resealing of roads identified by condition assessment.<br>▪ Competitive tender process undertaken.<br>▪ Appoint suitably qualified contractor | | |
| | **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:**

- **award a contract to Downer EDI Works Pty Ltd for 2025/26 Road Reseal Program – Asphalt Works in accordance with the documents submitted in response to Request for Tender for Contract 2025/183 – 2025/26 Road Reseal Program – Asphalt Works for the amount up to $1,050,000 (excluding GST);**
- **delegate authority to the Chief Executive Officer, in consultation with the Manager Operations and Projects & Procurement Coordinator, to approve increases in the contract scope of work up to the value of 15% of the contract sum while not exceeding the total endorsed budget amount for the 2025/26 Road Reseal Program; and**
- **delegate authority to the Chief Executive Officer to sign and seal all documentation to give effect to this resolution.**

**EXECUTIVE SUMMARY**

Council has allocated funds in it 2025/26 Capital Works Budget for the resurfacing of selected roads due to their condition and hierarchy. This report outlines the tendering process that has been undertaken for the proportion of roads that require asphalt resurfacing within the overall resealing program in the 2025/26 financial year.

A separate report has been prepared for the January 2026 Ordinary Meeting of Council covering the tender process undertaken for the portion of roads that require spray sealing in the 2025/26 financial year.

## DISCUSSION

The purpose of this report is to seek approval with supporting information to enable the awarding of a contract for RFT 2025/183 – 2025/26 Road Reseal Program – Asphalt Works.

Council has allocated funds to the value of $2,511,301 in its 2025/26 Capital Works Program for resealing of bituminous spray seal and asphalt surfaces.

For this year's road reseal program it was not possible to use the data from the Conquest Road Surface Manager software due to the road asset evaluation process being undertaken during the project planning/scoping period. Instead, the list of roads has been determined using data from the June 2024 Condition Assessment, customer requests, and Council performed visual road inspections. The list of roads was then approved by the Asset Management Committee at the August 2025 Asset Management Committee meeting.

## PROPOSED WORKS

The proposed works includes but not limited to the asphalting and line marking of the nominated list of roads as identified.

## TERM OF CONTRACT

The term of the contract is for a once off period for the 2025/26 financial year.

## TENDER ASSESSMENT

Request for Tender documentation was posted on the Tenders SA website with a tender closing time of 2pm, Thursday 27 November 2025. At the time of closing three (3) tender submissions were received as follows:

| **Tenderer** | **Tendered Price $ (exc. Line marking & GST)** |
|---|---|
| Downer EDI Works Pty Ltd | $927,266 |
| Fulton Hogan Industries Pty Ltd | $617,318 |
| Topcoat Asphalt Contractors Pty Ltd | $937,910 |

Tenderers were invited on a Schedule of Rates 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.

An estimate for the cost of line marking using the rates provided by the tenderer submissions has been included in the total amount shown in the recommendation for this report.

## QUALITATIVE ASSESSMENT

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

| | |
|---|---|
| Management Systems | 20% |
| Company Details & Relevant Experience | 20% |
| Implementation/Delivery Schedule | 20% |
| Price | 40% |

**TOTAL** **100%**

The tenders were evaluated by Shane Heness (Manager Operations) and 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

Clarifications were sought from the tenderers for the following:

Downer EDI Works Pty Ltd:

- Confirmation of the quantity of traffic management controllers allowed for.
- Correction of the quantities used to price the Asphalting of Cul De Sacs.

Fulton Hogan Industries Pty Ltd:

- Correction of the quantities used to price the Asphalting of roads.
- Submission of rates for asphalting of Cul De Sacs omitted from original submission (Tenderer had missed changes to quantities issued as a tender addendum).

Topcoat Asphalt Contractors Pty Ltd:

- Correction of the quantities used to price the Asphalting of Cul De Sacs.
- Clarification of rate calculation for road resurfacing cost line.
- Clarification of the need to negotiate commercial terms and conditions.

The following table has been provided to capture where the submitted pricing has been adjusted or amended as a result of these clarifications. This updated pricing has been used in the final assessment as set out in the Tender Scoring Matrix as attached to this report in the following pages.

| **Tenderer** | **Tendered Price $ (exc. Line marking & GST)** |
|---|---|
| Downer EDI Works Pty Ltd | $957,861 |
| Fulton Hogan Industries Pty Ltd | $1,203,673 |
| Topcoat Asphalt Contractors Pty Ltd | $1,019,449 |

## OVERALL FINDING

The three companies are the standard group of tenderers that Council has had over the last few years for resealing works. Most of these companies have undertaken works for Council in past to an acceptable standard. All three companies have suitable organisational structures and work to a certified management system for WHS, Environment and Quality. They have all provided good examples of management plans and risk management measures that they abide 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 Downer EDI Works Pty Ltd will be the best value for money with the assumptions being made on areas, topstone adjustments and line marking. The next best offer was provided by Topcoat Asphalt Contractors Pty Ltd, who could also undertake the works.

While still within the overall budget amount allowed Fulton Hogan Industries Ptd Ltd is the highest price tenderer. On this occasion their pricing was not as attractive as that offered by Downer EDI Works Pty Ltd.

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.

## TIMING AND BUDGET

Total funding of just over $2.511 million has been allocated to 2025/26 Capital Works Budget for annual re-sealing program. This proposed scope of works to be funded from this budget is as follows:

- Surface repair and preparation works
- Spray sealing works
- Asphalt profiling and paving works
- Top stone adjustments
- Line marking

As mentioned in the negotiation section of this report, the final price calculated on the tendered quantity and the rate provided by Downer EDI Works Pty Ltd comes to $957,861.21. With the inclusion of any changes following the onsite area and applications assessment performed by Council and the Contractor, and the inclusion of an allowance for topstone adjustments, line marking and bitumen rate rise and fall, it is requested that the total contract amount for this award be approved at a total of $1,050,000.00 excluding GST.

Costs for the award of the Contract to perform the Spray Sealing portion of this year's Road Resealing Program has been set out in the separate report which will also be presented at the January 2026 Ordinary Meeting of Council. It is important to note that the combined total costs of both contract awards fall within the available budget assigned the Road Resealing Program for the 2025/26 financial year.

Should Council agree to the recommendation, the preferred tenderer will be engaged and works will be programmed to be completed by 30 May 2026, subject to favorable weather conditions.

## ATTACHMENTS

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

**TENDER SUMMARY**

| Criteria | Weighting | Downer EDI Works Pty Ltd | Fulton Hogan Industries Pty Ltd | Topcoat Asphalt Contractors Pty Ltd |
|---|---|---|---|---|
| Works Health & Safety and Risk Management. | 20% | Third party certified to ISO 45001-2018, ISO 9001:2015 (Quality) and 14001:2015 (Environment). | Third party certified to ISO 45001-2018, ISO 9001:2015 (Quality) and 14001:2015 (Environment). | Third party certified to ISO 45001-2018, ISO 9001:2015 (Quality) and 14001:2015 (Environment). |
| Experience. | 20% | 160 years of operation in Australia.<br>Suitably qualified and experienced.<br>Current arrangement with Council for road maintenance. | over 90 years of operation in Australia.<br>Suitably qualified and experienced.<br>Has not been successful for this tendered work with Council in recent times. | over 34 years of operation in Australia.<br>Suitably qualified and experienced. |
| Implementation/Delivery Schedule | 20% | Can meet required delivery timeframe and has provided construction schedule showing timing of works. | Can meet required delivery timeframe and has provided construction schedule showing timing of works. | Can meet required delivery timeframe and has provided construction schedule showing timing of works. |

| | | | | |
|---|---|---|---|---|
| Price | 40% | Best price for scope of work as tendered. | While still within budget Fulton Hogan have offered the highest price out of all submissions received. | Pricing is low but not as attractive as others. |
| General Comments | 100% | Good submission and suitably qualified.<br>Pricing is lowest offered.<br>**Preferred contractor.** | Good submission and suitably qualified.<br>Pricing is the highest received.<br>Negotiation of requested amendments to contact terms and conditions required.<br>Contractor not preferred. | Good submission and suitably qualified.<br>Second lowest price.<br>Contractor not preferred. |

## TENDER SCORING MATRIX

| ITEM | DESCRIPTION<br>Evaluation Criteria<br>Note: ( )* Denotes Rating | WEIGHTING % | Downer EDI Works Pty Ltd<br>Score (out of 5) | | Fulton Hogan Industries Pty Ltd<br>Score (out of 5) | | Topcoat Asphalt Contractors Pty Ltd<br>Score (out of 5) | |
|---|---|---|---|---|---|---|---|---|
| | **LUMPS SUM TENDER VALUE EXCL GST** | | **$957,861.21** | | **$1,203,673.61** | | **$1,019,449.40** | |
| 1 | Works Health & Safety and Risk Management (Schedule 5) | 20% | 4 | 16.00 | 4 | 16.00 | 4 | 16.00 |
| 2 | Experience (Schedule 10) | 20% | 4 | 16.00 | 4 | 16.00 | 4 | 16.00 |
| 3 | Implementation/Delivery Schedule (Schedule 12) | 20% | 3 | 12.00 | 3 | 12.00 | 3 | 12.00 |
| 4 | Price (Schedules 16)<br>Score = 2.5 + 5*(($M-$T)/$M) | 40% | 2.77 | 22.15 | 1.63 | 13.05 | 2.48 | 19.87 |
| | TOTAL SCORE INCLUDING PRICE | **100%** | 66.15 | | 57.05 | | 63.87 | |
| | **TOTAL RANK INCLUDING PRICE** | | **1** | | **3** | | **2** | |
| | *TOTAL SCORE EXCLUDING PRICE* | | *50.15* | | *41.05* | | *47.87* | |
| | ***TOTAL RANK EXCLUDING PRICE*** | | ***1*** | | ***3*** | | ***2*** | |

## 16.2 RFT FOR CONTRACT 2025/184 - 2025/26 ROAD RESEAL PROGRAM - SPRAY SEAL WORKS

**Author:** **Glenn Miller, Projects & Procurement Coordinator**

**Authoriser:** **Trevor Cugley, Director Infrastructure**

**File Reference:** **2025.1695**

| | | | | |
|---|---|---|---|---|
| **Timeframe**: | 2025/2026 Financial Year | | | |
| **Budget Impact:** | Nil | | | |
| **Risk Assessment:** | **Primary Risk Type(s):** | | Service Delivery | |
| | **Inherent Risk:** | **Likelihood** | **Consequence** | **Rating** |
| | | Likely | Major | Extreme |
| | **Controls:** | ▪ Assign budget for resealing of roads identified by condition assessment.<br>▪ Competitive tender process undertaken.<br>▪ Appoint suitably qualified contractor. | | |
| | **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:**

- **award a contract to Inroads Pty Ltd for 2025/26 Road Reseal Program – Spray Sealing Works in accordance with the documents submitted in response to Request for Tender for Contract 2025/184 – 2025/26 Road Reseal Program – Spray Sealing Works for the amount up to $1,350,000 (excluding GST);**
- **delegate authority to the Chief Executive Officer, in consultation with the Manager Operations and Projects & Procurement Coordinator, to approve increases in the contract scope of work up to the value of 15% of the contract sum while not exceeding the total endorsed budget amount for the 2025/26 Road Reseal Program; and**
- **delegate authority to the Chief Executive Officer to sign and seal all documentation to give effect to this resolution.**

**EXECUTIVE SUMMARY**

Council has allocated funds in it 2025/26 Capital Works Budget for the resurfacing of selected roads due to their condition and hierarchy. This report outlines the tendering process that has been undertaken for the portion of roads that require spray seal resurfacing within the overall resealing program in the 2025/26 financial year.

A separate report has been prepared for the January 2026 Ordinary Meeting of Council covering the tender process undertaken for the portion of roads that require asphalt sealing in the 2025/26 financial year.

## DISCUSSION

The purpose of this report is to seek approval with supporting information to enable the awarding of a contract for RFT 2025/184 – 2025/26 Road Reseal Program – Spray Seal Works.

Council has allocated funds to the value of $2,511,301 in its 2025/26 Capital Works Program for resealing of bituminous spray seal and asphalt surfaces.

For this year's road reseal program it was not possible to use the data from the Conquest Road Surface Manager software due to the road asset evaluation process being undertaken during the project planning/scoping period. Instead, the list of roads has been determined using data from the June 2024 Condition Assessment, customer requests, and Council performed visual road inspections. The list of roads was then approved by the Asset Management Committee at the August 2025 Asset Management Committee meeting.

## PROPOSED WORKS

The proposed works includes but is not limited to the spray sealing and line marking of the nominated list of roads as identified.

## TERM OF CONTRACT

The term of the contract is for a once off period for the 2025/26 financial year.

## TENDER ASSESSMENT

Request for Tender documentation was posted on the Tenders SA website with a tender closing time of 2pm, Thursday 27 November 2025. At the time of closing three (3) tender submissions were received as follows:

| **Tenderer** | **Tendered Price $ (exc. Line marking & GST)** |
|---|---|
| Downer EDI Works Pty Ltd | $1,429,773 |
| Fulton Hogan Industries Pty Ltd | $1,337,809 |
| Inroads Pty Ltd | $1,328,209 |

Tenderers were invited on a Schedule of Rates 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.

An estimate for the cost of line marking using the rates provided by the tenderer submissions has been included in the total amount shown in the recommendation for this report.

## QUALITATIVE ASSESSMENT

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

| | |
|---|---|
| Management Systems | 20% |
| Company Details & Relevant Experience | 20% |
| Implementation/Delivery Schedule | 20% |
| Price | 40% |
| **TOTAL** | **100%** |

The tenders were evaluated by Shane Heness (Manager Operations) and 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

Clarifications were sought from the tenderers for the following:

Downer EDI Works Pty Ltd:

- Cost implications of removing spray sealing of Cul De Sacs from the scope of work.
- Confirmation of the cost and quantity of traffic controllers required.
- Cost implications of extending the date of completion for the works from 30 March 2026 to 30 April 2026.

Fulton Hogan Industries Pty Ltd:

- Confirmation of the costs/rates for suction sweeping.
- Cost implications of removing spray sealing of Cul De Sacs from the scope of work.
- Cost implications of extending the date of completion for the works from 30 March 2026 to 30 April 2026.

Inroads Pty Ltd:

- Confirmation of the costs/rates for suction sweeping.
- Cost implications of removing spray sealing of Cul De Sacs from the scope of work.
- Confirmation of the cost and quantity of traffic controllers required.
- Confirmation of pricing due to the extension of the date of completion for the works from 30 March 2026 to 30 April 2026.

Where the submitted pricing has been adjusted or amended as a result of these clarifications, the final pricing has been captured within the Negotiation Outcomes section below.

## NEGOTIATION OUTCOMES

As part of the RFI process it was decided by the evaluation team that it would be a better option to reseal the nominated road Cul De Sacs using asphalt rather than spray seal. As a result of negotiations with the Tenderers for the removal of item of scope, no change was experienced for the remaining scope item rates. The revised submission pricing has been provided as follows:

| **Tenderer** | **Tendered Price $ (exc. Line marking & GST)** |
|---|---|
| Downer EDI Works Pty Ltd | $1,363,258 |
| Fulton Hogan Industries Pty Ltd | $1,291,612 |
| Inroads Pty Ltd | $1,254,911 |

## OVERALL FINDING

The three companies are the standard group of tenderers that Council has had over the last few years for resealing works. Most of these companies have undertaken works for Council in past to an acceptable standard. All three companies have suitable organisational structures and work to a

certified management system for WHS, Environment and Quality. They have all provided good examples of management plans and risk management measures that they abide 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 areas, sweeping days and line marking. Although it is notably quite close between them and Fulton Hogan Industries Pty Ltd, who could also undertake the works.

While still within the overall budget amount allowed, Downer EDI Works Pty Ltd is the highest price tenderer. On this occasion their pricing was not as attractive as that offered by Inroads Pty Ltd.

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.

**TIMING AND BUDGET**

Total funding of just over $2.511 million has been allocated to 2025/26 Capital Works Budget for annual re-sealing program. This proposed scope of works to be funded from this budget is as follows:

- Surface repair and preparation works
- Spray sealing works
- Asphalt profiling and paving works
- Top stone adjustments
- Line marking

As mentioned in the negotiation section of this report, the final price calculated on the tendered quantity and the rate provided by Inroads Pty Ltd comes to $1,254,911. With the inclusion of any changes following the onsite area and applications assessment performed by Council and the Contractor, and the inclusion of an allowance for line marking and bitumen rate rise and fall, it is requested that the total contract amount for this award be approved at a total of $1,350,000.00 excluding GST.

Costs for the award of the Contract to perform the Asphalting portion of this year's Road Resealing Program has been set out in the separate report which will also be presented at the January 2026 Ordinary Meeting of Council. It is important to note that the combined total costs of both contract awards fall within the available budget assigned the Road Resealing Program for the 2025/26 financial year.

Should Council agree to the recommendation, the preferred tenderer will be engaged, and works will be programmed to be completed by 30 April 2026, subject to favorable weather conditions.

**ATTACHMENTS**

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

**TENDER SUMMARY**

| Criteria | Weighting | Downer EDI Works Pty Ltd | Fulton Hogan Industries Pty Ltd | Inroads Pty Ltd |
|---|---|---|---|---|
| Works Health & Safety and Risk Management. | 20% | Third party certified to ISO 45001-2018, ISO 9001:2015 (Quality) and 14001:2015 (Environment). | Third party certified to ISO 45001-2018, ISO 9001:2015 (Quality) and 14001:2015 (Environment). | Third party certified to ISO 45001-2018, ISO 9001:2015 (Quality) and 14001:2015 (Environment). |
| Experience. | 20% | 160 years of operation in Australia.<br>Suitably qualified and experienced.<br>Current arrangement with Council for road maintenance. | over 90 years of operation in Australia.<br>Suitably qualified and experienced.<br>Has not been successful for this tendered work with Council in recent times. | over 40 years of operation in Australia based out of Victoria.<br>Suitably qualified and experienced. |
| Implementation/Delivery Schedule | 20% | Can meet required delivery timeframe and has provided construction schedule showing timing of works. | Can meet required delivery timeframe and has provided construction schedule showing timing of works. | Can meet required delivery timeframe and has provided construction schedule showing timing of works.<br>Delivery timing performance for sealing of single roads outside of the main campaign/mobilisation can be an issue. |

| | | | | |
|---|---|---|---|---|
| Price | 40% | While still within budget Downer have offered the highest price out of all submissions received. | Pricing is low but not as attractive as others. | Best price for scope of work as tendered.<br>Discount offered for completion of works by 30 April 2026. |
| General Comments | 100% | Good submission.<br>Suitably qualified.<br>Pricing is not as attractive as others received. Not preferred. | Good submission and suitably qualified.<br>Second Lowest price.<br>Negotiation of requested amendments to contact terms and conditions required.<br>Not preferred. | Good submission and suitably qualified.<br>Pricing is lowest offered.<br>Preferred contractor. |

## TENDER SCORING MATRIX

| ITEM | DESCRIPTION | WEIGHTING % | Downer EDI Works Pty Ltd | | Fulton Hogan Industries Pty Ltd | | Inroads Pty Ltd | |
|---|---|---|---|---|---|---|---|---|
| | | | Score (out of 5) | | Score (out of 5) | | Score (out of 5) | |
| | **LUMPS SUM TENDER VALUE EXCL GST** | | **$1,363,258.38** | | **$1,291,612.05** | | **$1,254,911.90** | |
| 1 | Works Health & Safety and Risk Management (Schedule 5) | 20% | 4 | 16.00 | 4 | 16.00 | 4 | 16.00 |
| 2 | Experience (Schedule 10) | 20% | 4 | 16.00 | 4 | 16.00 | 4 | 16.00 |
| 3 | Implementation/Delivery Schedule (Schedule 12) | 20% | 3 | 12.00 | 3 | 12.00 | 3 | 12.00 |
| 4 | Price (Schedules 16)<br>Score = 2.5 + 5*(($M-$T)/$M) | 40% | 2.29 | 18.34 | 2.57 | 20.53 | 2.71 | 21.66 |
| | TOTAL SCORE INCLUDING PRICE | **100%** | 62.34 | | 64.53 | | 65.66 | |
| | **TOTAL RANK INCLUDING PRICE** | | **3** | | **2** | | **1** | |
| | *TOTAL SCORE EXCLUDING PRICE* | | *46.34* | | *48.53* | | *49.66* | |
| | ***TOTAL RANK EXCLUDING PRICE*** | | ***3*** | | ***2*** | | ***1*** | |

**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 28 JANUARY 2026.**

## 16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

### 16.1 RFT FOR CONTRACT 2025/183 - 2025/26 ROAD RESEAL PROGRAM - ASPHALT WORKS

**RESOLUTION COM 001/26**

**MOVED: Cr M Hopgood**

**SECONDED: Cr L Peters**

**That Council:**

- **award a contract to Downer EDI Works Pty Ltd for 2025/26 Road Reseal Program – Asphalt Works in accordance with the documents submitted in response to RFT for Contract 2025/183 – 2025/26 Road Reseal Program – Asphalt Works for the amount up to $1,050,000 (excluding GST);**
- **delegate authority to the Chief Executive Officer, in consultation with the Manager Operations and Projects & Procurement Coordinator, to approve increases in the contract scope of work up to the value of 15% of the contract sum while not exceeding the total endorsed budget amount for the 2025/26 Road Reseal Program; and**
- **delegate authority to the Chief Executive Officer to sign and seal all documentation to give effect to this resolution.**

**CARRIED**

### 16.2 RFT FOR CONTRACT 2025/184 - 2025/26 ROAD RESEAL PROGRAM - SPRAY SEAL WORKS

**RESOLUTION COM 002/26**

**MOVED: Cr L Peters**

**SECONDED: Cr G Petagna**

**That Council:**

- **award a contract to Inroads Pty Ltd for 2025/26 Road Reseal Program – Spray Sealing Works in accordance with the documents submitted in response to RFT for Contract 2025/184 – 2025/26 Road Reseal Program – Spray Sealing Works for the amount up to $1,350,000 (excluding GST);**
- **delegate authority to the Chief Executive Officer, in consultation with the Manager Operations and Projects & Procurement Coordinator, to approve increases in the contract scope of work up to the value of 15% of the contract sum while not exceeding the total endorsed budget amount for the 2025/26 Road Reseal Program; and**
- **delegate authority to the Chief Executive Officer to sign and seal all documentation to give effect to this resolution.**

**CARRIED**

**PRESIDING MEMBER**

**CEO PERFORMANCE REVIEW COMMITTEE**
Mayor L Stephens and Cr L Peters (Chairperson),
Deputy Mayor Cr A Zubrinich and Cr K Jackson

Council Officers
Chris Davey, Chief Executive Officer
Kate Carmody, Executive Assistant (Minutes)

Notice is hereby given that a **CEO Performance Review Committee Meeting** will be held on **Tuesday, 10 February 2026 at 5.30pm** in the Mayor's Office, Port Pirie Regional Council Administration Office, 115 Ellen Street, Port Pirie.

**Chris Davey**
**CHIEF EXECUTIVE OFFICER**
5 February 2026

# 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 24 November 2025
  **MOVED SECONDED**
  **That the Minutes of the CEO Performance Review Committee meeting held on 24 November 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 2025/26 KPIs – Progress 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 C Davey, 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 2025/26 KPIs – Progress 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 matters related to the terms and conditions of the employment contract for the Chief Executive Officer.**

**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, related attachments, discussion and minutes relating to agenda item 5.1 Chief Executive Officer 2025/26 KPIs – Progress 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 matters related to the terms and conditions of the employment contract for the Chief Executive Officer.**

**This order shall operate for a period of five (5) years.**

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

**The Committee 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.**

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 MONDAY 24 NOVEMBER 2025 AT 5.39PM IN THE MAYOR'S OFFICE, 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 and Crs L Peters (Chairperson) and K Jackson

C Davey, Chief Executive Officer and K Carmody, Executive Assistant (Minutes)

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 9 April 2025

**MOVED Cr Zubrinich SECONDED Cr Jackson**

**CE016/25 That the Minutes of the CEO Performance Review Committee meeting held on 9 April 2025 be received and confirmed.**

**CARRIED**

2.2 CEO Performance Review Committee Special Meeting 28 May 2025

**MOVED Mayor Stephens SECONDED Cr Zubrinich**

**CE017/25 That the Minutes of the CEO Performance Review Committee Special meeting held on 28 May 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 Consideration of Chief Executive Officer's KPIs for 2025/26 Pursuant to Section 90(3)(a)

**MOVED Cr Zubrinich SECONDED Cr Jackson**

**CE018/25 Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of C Davey, Chief Executive Officer and K Carmody, Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 5.1 Consideration of Chief Executive Officer's KPIs for 2025/26 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 matters related to the terms and conditions of the employment contract for the Chief Executive Officer.**

**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**

**MOVED Mayor Stephens SECONDED Cr Zubrinich**

**CE019/25** **That the Committee recommend to Council that the CEO work on the following KPIs for the remainder of 2025/26:**

- **Develop a roadmap for a Workplace Culture Survey.**
- **Continue to develop the framework and plan for the Directorate reviews.**
- **Consider own professional development plan.**
- **Develop a draft CEO succession planning framework.**
- **Ensure the completion of the Foreshore project by Australia Day 2026.**

**CARRIED**

Section 91(7) Order

**MOVED Mayor Stephens SECONDED Cr Zubrinich**

**CE020/25** **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 5.1 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 matters related to the terms and conditions of the employment contract for the Chief Executive Officer.**

**This order shall operate until the KPIs are finalised and approved.**

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

**CARRIED**

## 6.0 CLOSURE:

The meeting closed at 6.35pm.

_____

**CHAIRPERSON**

# ORDINARY MEETING OF COUNCIL

# 25 February 2026

**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.

**Chris Davey**
**Chief Executive Officer**
20 February 2026

# AGENDA

**16 Items for Consideration as to Confidentiality ..... 3**

16.1 Request for Tender for Contract 2025/180 Replacement Front-end Loader ..... 3

16.2 Request for Tender for Contract 2025/187 Koolunga Stormwater Drainage Upgrade ..... 9

16.3 Request for Tender for Contract 189 Plant Equipment - Vacuum Track ..... 17

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# 16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

## 16.1 REQUEST FOR TENDER FOR CONTRACT 2025/180 REPLACEMENT FRONT-END LOADER

**Author:** **Alan Bennett, Project Manager**

**Authoriser:** **Trevor Cugley, Director Infrastructure**

**File Reference:** **2025.1662**

| | | | | |
|---|---|---|---|---|
| **Timeframe**: | 2025-2026 | | | |
| **Budget Impact:** | $NIL | | | |
| **Risk Assessment:** | **Primary Risk Type(s):** | | Financial / Infrastructure | |
| | **Inherent Risk:** | **Likelihood** | **Consequence** | **Rating** |
| | | Possible | Moderate | Medium |
| | **Controls:** | ▪ Replace Minor Plant 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:**

- **note at the close of Tenders nine (9) submissions were received; and**
- **award a contract to SA Tractors Pty Ltd (Case) for the Replacement of a Front-end Loader in accordance with the documents submitted in response to Request for Tender for Contract 2025/180 Replacement Front-end Loader for the amount of $218,000 (excluding GST).**

**EXECUTIVE SUMMARY**

Council has allocated $270,000 (ex GST) in its 2025/26 Capital Works Budget, Plant Replacement Program – Loader and Trucks as part of its 10-year program. These funds are to be allocated towards replacing one of the current front-end loaders located at the Waste Transfer Station.

A Request for Tender process was undertaken for the engagement of a dealership to supply a front-end loader. This report provides detail of this and the recommendation to award a contract for the purchase of the front-end loader.

## DISCUSSION

Council has allocated funding in its 2025/26 Capital Works Budget under the Plant Replacement Program – Loaders and Trucks, as part of Council's adopted 10-Year Plant Program. This allocation provides for the replacement of a front-end loader at the Waste Transfer Station, ensuring the continued delivery of efficient, safe, and reliable waste management operations.

To ensure transparency, fairness, and value for money, a formal tender process was undertaken for the procurement of a new front-end loader. The tender was publicly advertised via the SA Tenders portal, inviting submissions from qualified suppliers capable of meeting Council's specifications and operational requirements.

This report outlines the tender evaluation process conducted for the purchase of the plant equipment, including assessment criteria, submissions received, and the recommended supplier based on best overall value to Council.

## PROPOSED WORKS

Replacement of a front-end loader at the Waste Transfer Station.

## TERM OF CONTRACT

The term of the contract is for a once-off purchase.

## TENDER ASSESSMENT

Request for Tender documentation was uploaded to SA Tenders to reach all possible interested dealerships.

At the closing time of tenders of 2pm Thursday 4 December 2025, nine (9) tender submissions were received as follows:

| **Tenderer** | **Tendered Price $ (excluding GST)** |
|---|---|
| SA Tractors Pty Ltd | $ 218,000.00 |
| Lewis Construction Equipment Sales SA Pty Ltd | $ 182,880.00 |
| Hitachi Construction Machinery (Australia) | $ 270,020.00 |
| SA lift and Loader Pty Ltd | $ 228,700.00 |
| Komatsu Australia Pty Ltd | $ 246,500.00 |
| Brooks Equipment Sales Pty Ltd | $ 190,620.00 |
| Cavpower Pty Ltd | $ 399,500.00 |
| Warrin Mining and Construction Equipment Pty Ltd | $ 325,000.00 |
| Vater Machinery Pty Ltd | $ 333,632.20 |

Tenderers were invited on a Lump Sum basis, which means that the successful tenderer will be paid for actual vehicle supplied.

## QUALITATIVE ASSESSMENT

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

| | |
|---|---|
| Works Health & Safety and Risk Management | 10% |
| Specification Adherence | 20% |
| Implementation / Delivery | 10% |

| | |
|---|---|
| Warranty | 10% |
| Price | 50% |
| **TOTAL** | **100%** |

The tenders were evaluated by:

- Alan Bennett – Project Manager.
- Derek Fidge – Depot Supervisor.

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

- The tender summary; and
- The tender scoring matrix.

## ISSUES OF CONCERN

The Waste Transfers front-end loader is a high-use operational asset subjected to daily operation. As such, warranty exclusions, performance capabilities, and compliance with required specifications were carefully assessed. Vehicles new to the market were evaluated against established brands with proven performance, reliability, and industry reputation.

## OVERALL FINDING

Following evaluation of all submissions, the tender assessment process identified two leading submissions, being those from Brooks Equipment Sales Pty Ltd and SA Tractors Pty Ltd, which were assessed as being evenly placed against the prescribed evaluation criteria.

Both submissions were compliant and met Council's technical and operational requirements. However, further assessment identified that the front-end loader proposed by Brooks Equipment Sales Pty Ltd was underpowered when compared with the machine offered by SA Tractors Pty Ltd.

Operational testing undertaken as part of the evaluation process demonstrated a clear preference by Council operators for the SA Tractors vehicle, based on superior performance and overall operational suitability for use at the Waste Transfer Station.

In addition, SA Tractors Pty Ltd offered the most favorable trade-in value for Council's existing plant asset, resulting in a net changeover cost of $138,000 plus GST. When all evaluation factors were considered, the SA Tractors' submission was determined to provide the best overall outcome for Council.

## TIMING AND BUDGET

Total funding of just over $270,000 has been allocated to Plant Equipment - Loader/Tractor in the 2025/26 Capital Works Budget.

Should Council agree to the recommendation, the preferred tenderer will be engaged to purchase the Front-end Loader with delivery taken within 8 weeks from date of order.

**TENDER SUMMARY**

| Criteria | Weighting | SA Tractors Pty Ltd | Lewis Construction Equipment Sales SA Pty Ltd | Hitachi Construction Machinery (Australia) | SA lift and Loader Pty Ltd | Komatsu Australia Pty Ltd | Brooks Equipment Sales Pty Ltd | Cavpower Pty Ltd | Warrin Mining and Construction Equipment Pty Ltd | Vater Machinery Pty Ltd |
|---|---|---|---|---|---|---|---|---|---|---|
| Works Health & Safety and Risk Management. | 10% | SA Tractors Pty Ltd will provide the nominated plant item, including SiteWatch Telematics and operator training as part of the delivery package | Training provided | Training Provided | Develon Connect GPS included Operational training provided as part of the supply package | A risk assessment report has been supplied and reviewed. | All required documentation were submitted, and the submission meets the evaluation criteria. | strong evidence demonstrating adequate machine safety systems and comprehensive risk management processes. | Vehicle has latest safety features and strong background | Vehicle documents well |
| Specifications Adherence | 20% | The proposed plant meets the required specification. Includes the addition of integrated weigh scales, enhancing operational capability. | Vehicle supplied adheres to required specifications | Compliance with specifications may result in a potential compromise in operational functionality. | Equipment meets the operational and technical specifications outlined in the request | The submission has been reviewed and is fully compliant with the specified requirements. | Unit specified is under powered and not to specifications | The proposed unit meets the required specifications. | Machine in specification and above power rating. Machine meets all criteria | Vehicle meets specification |
| Implementation/ Delivery Schedule | 10% | Estimated delivery timeframe is three (3) months from receipt of | 2–3 weeks from order | Estimated 5–6 weeks, subject to availability of local stock. | 3 months | Estimated delivery lead time is 6–8 weeks | 4 weeks | Estimated delivery timeframe is four (4) to six (6) weeks, subject to | Estimated delivery of 6-8 weeks | Short delivery time due to one in stock 4 weeks |

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | | purchase order. | | | | | | stock availability | | |
| Warranty | 10% | Three (3) year / 5,000 hour warranty, covering full machine and factory components. | 4 years / 6,000 hours Warranty coverage is very limited, with exclusions noted | Not valid | Standard warranty: 36 months / 6,000 operating hours Note: Warranty contains a large number of exclusions | Standard warranty coverage of 4 years or 8,000 operating hours. | The unit is supplied with a three (3) year / 6,000-hour warranty. | The unit is supplied with an eight (8) year / 7,000-hour warranty. | 3 years / 6,000hr warranty | Standard 12-month warranty but additional warranty at cost available |
| Price | 50% | Total purchase price is within the approved budget. Supplier has indicated the best trade-in value for existing equipment | Quoted price is significantly lower than comparable suppliers Low price raises concerns regarding warranty coverage and overall value | Quoted price exceeds allocated budget | Pricing: Within approved budget | Purchase price is approximately $230,000, with an additional $16,000 in associated costs. | Within Budget | The submission is over budget when compared to the approved allocation. | Over budget | Well over budget |
| General Comments | 100% | First scheduled services at 100 hours and 250 hours will be provided free of charge, on site, reducing initial operating and maintenance costs. | No trade-in option provided | Supplier has requested edits to Council's Standard Terms & Conditions, deviating from standard procurement requirements | Trade-in offered: $28,000 Payment terms: Full payment required 2 days prior to delivery | Low powertrain performance Supported service history with remote technical support High maintenance costs on current units | Allow four weeks to arrange delivery following receipt of full payment | Subject to Caterpillar terms and conditions. The quoted price does not include a scale system | 30k trade in still charged servicing | Offers trade in and training with new vehicle |

## TENDERER SCORING MATRIX

| ITEM | DESCRIPTION<br>Evaluation Criteria | WEIGHTING % | SA Tractors Pty Ltd | | Lewis Construction Equipment Sales SA PTY LTD | | Hitachi Construction Machinery (Australia) | | SA lift and Loader Pty Ltd | | Komatsu Australia Pty Ltd | | Brooks Equipment Sales Pty Ltd | | Cavpower Pty Ltd | | Warrin Mining and Construction Equipment Pty | | Vater Machinery Pty Ltd | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | **LUMPS SUM TENDER VALUE EXCL GST** | | **$ 218,000.00** | | **$ 182,880.00** | | **$ 270,020** | | **$ 228,700.00** | | **$ 246,500** | | **$ 190,620** | | **$ 399,500** | | **$ 325,000** | | **$ 333,632** | |
| 1 | Works Health & Safety and Risk Management | 10% | 4 | 8.00 | 3 | 6.00 | 2 | 4.00 | 3 | 6.00 | 3 | 6.00 | 4 | 8.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 |
| 3 | Specifications Adherence | 20% | 4 | 16.00 | 3 | 12.00 | 2 | 8.00 | 3 | 12.00 | 2 | 8.00 | 3 | 12.00 | 3 | 12.00 | 3 | 12.00 | 3 | 12.00 |
| 7 | Implementation/Delivery Schedule | 10% | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 |
| 9 | Warranty (Schedule 14) | 10% | 3 | 6.00 | 1 | 2.00 | 1 | 2.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 |
| 10 | Price | 50% | 3.8 | 38.00 | 4.4 | 44.00 | 2.9 | 29.00 | 3.6 | 36.00 | 3.3 | 33.00 | 4.2 | 42.00 | 0.7 | 7.00 | 1.9 | 19.00 | 1.8 | 18.00 |
| | TOTAL SCORE INCLUDING PRIC | **100%** | 74.00 | | 70.00 | | 49.00 | | 66.00 | | 59.00 | | 74.00 | | 37.00 | | 49.00 | | 48.00 | |
| | **TOTAL RANK INCLUDING PRICE** | | **1** | | **2** | | **5** | | **3** | | **4** | | **1** | | **7** | | **5** | | **6** | |
| | *TOTAL SCORE EXCLUDING PRICE* | | *36.00* | | *26.00* | | *20.00* | | *30.00* | | *26.00* | | *32.00* | | *30.00* | | *30.00* | | *30.00* | |
| | ***TOTAL RANK EXCLUDING PRICE*** | | ***1*** | | ***4*** | | ***5*** | | ***3*** | | ***4*** | | ***2*** | | ***3*** | | ***3*** | | ***3*** | |

## ATTACHMENTS

**Nil**

## 16.2 REQUEST FOR TENDER FOR CONTRACT 2025/187 KOOLUNGA STORMWATER DRAINAGE UPGRADE

**Author:** **Angie Finlay, Project Manager**

**Authoriser:** **Trevor Cugley, Director Infrastructure**

**File Reference:** **2025.1921**

| | | | | |
|---|---|---|---|---|
| **Timeframe**: | 2025/2026 Financial year | | | |
| **Budget Impact:** | Nil | | | |
| **Risk Assessment:** | **Primary Risk Type(s):** | | Financial / Infrastructure | |
| | **Inherent Risk:** | **Likelihood** | **Consequence** | **Rating** |
| | | Possible | Moderate | Medium |
| | **Controls:** | ▪ Contract and allow for budget to include contingencies | | |
| | **Residual Risk:** | Possible | Minor | Low |

**RECOMMENDATION**

**That Council:**

1. **note that seven (7) submissions were received as part of this tender.**
2. **endorse one of the following 2 options based on either a full or partial scope parcel;**

   **Option 1**
   **award a contract to SCJ Heidrich & Co Pty Ltd for Stage 1 - South West package of the Koolunga Drainage System construction in accordance with the documents submitted in response to the Request for Tender for contract 2025/187 for the amount up to $265,511 (excluding GST);**

   **In awarding this option Council also approves the transfer of $38,000 from the project for the Stormwater Pits Replacement Program to the Koolunga Stormwater Drainage Upgrade project;**

   **OR**

   **Option 2**
   **award a contract to SCJ Heidrich & Co Pty Ltd for Koolunga Drainage System construction for the entire three packages in accordance with the documents submitted in response to Request for Tender for Contract 2025/187 for the amount up to $330,263 (excluding GST).**

   **In awarding this option Council also approves the transfer of $91,588 from the project for the Stormwater Pits Replacement Program and $24,973 from the project for Stormwater Pipes Replacement Program to the Koolunga Stormwater Drainage Upgrade project;**
3. **delegate authority to the Chief Executive Officer, in consultation with the Manager Operations and Projects & Procurement Officer, to approve increases in the contract scope of work up to the value of 20% of the contract sum while not exceeding the total endorsed budget amount for the Koolunga Stormwater Drainage Upgrade project (inclusive of the transfer amounts requested under this report resolution); and**
4. **delegate authority to the Chief Executive Officer to sign all documentation to give effect to this resolution.**

**EXECUTIVE SUMMARY**

The township of Koolunga has been identified as having inadequate drainage infrastructure, particularly along Sixth Street, where legacy stormwater assets currently direct street runoff through private property. During Council's investigation into this issue, three (3) priority areas within Koolunga were identified where upgrades are required to improve stormwater management and optimise the allocation of flows into the river system.

This report has been prepared to seek approval for the award of the contract to engage the preferred contractor to undertake the stormwater drainage upgrade works.

## DISCUSSION

Council commissioned Water Technology to undertake a detailed stormwater and flood assessment of the Koolunga township, with particular focus on longstanding issues where stormwater runoff flows through two private properties along Sixth Street without a formal easement. Modelling confirmed that a natural depression south of the Third Street and Sixth Street intersection is directing stormwater through these properties during moderate storm events.

As the assessment progressed, the scope was expanded to review broader township inundation patterns. The flood modelling identified additional areas of concern, particularly in the northern township around Fourth Street where properties can experience inundation up to 300 mm in a 20% AEP event. Further inundation was also observed where the levee between Valley Road and Levee Bank Road overtops due to a lack of an outlet to the Broughton River.

The study ultimately identified three priority areas requiring intervention to improve stormwater conveyance and reduce nuisance flooding:

1. **South West Bund and Drainage (Third and Sixth Streets):** provision of table drains and culverts to redirect stormwater away from private properties currently receiving overland flow.

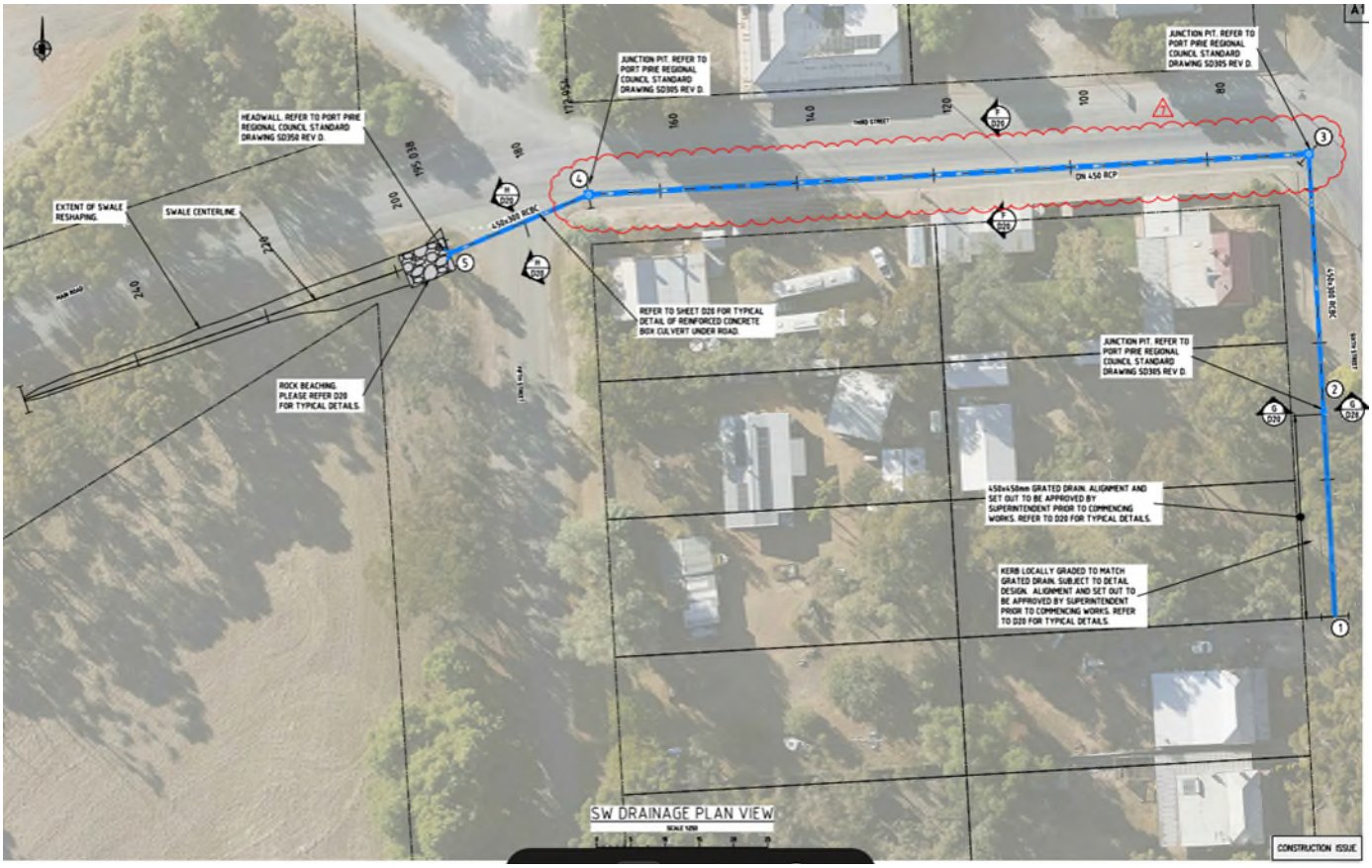
2. **NW Bund and Drainage (Northern Koolunga / Fourth Street):** mitigation of flows entering the township from the north-east, including bunding and improved drainage management.

3. **NE Bund and Drainage (Levee Improvements):** upgrades to the levee between Valley Road and Levee Bank Road to better manage local overland flow and prevent overtopping

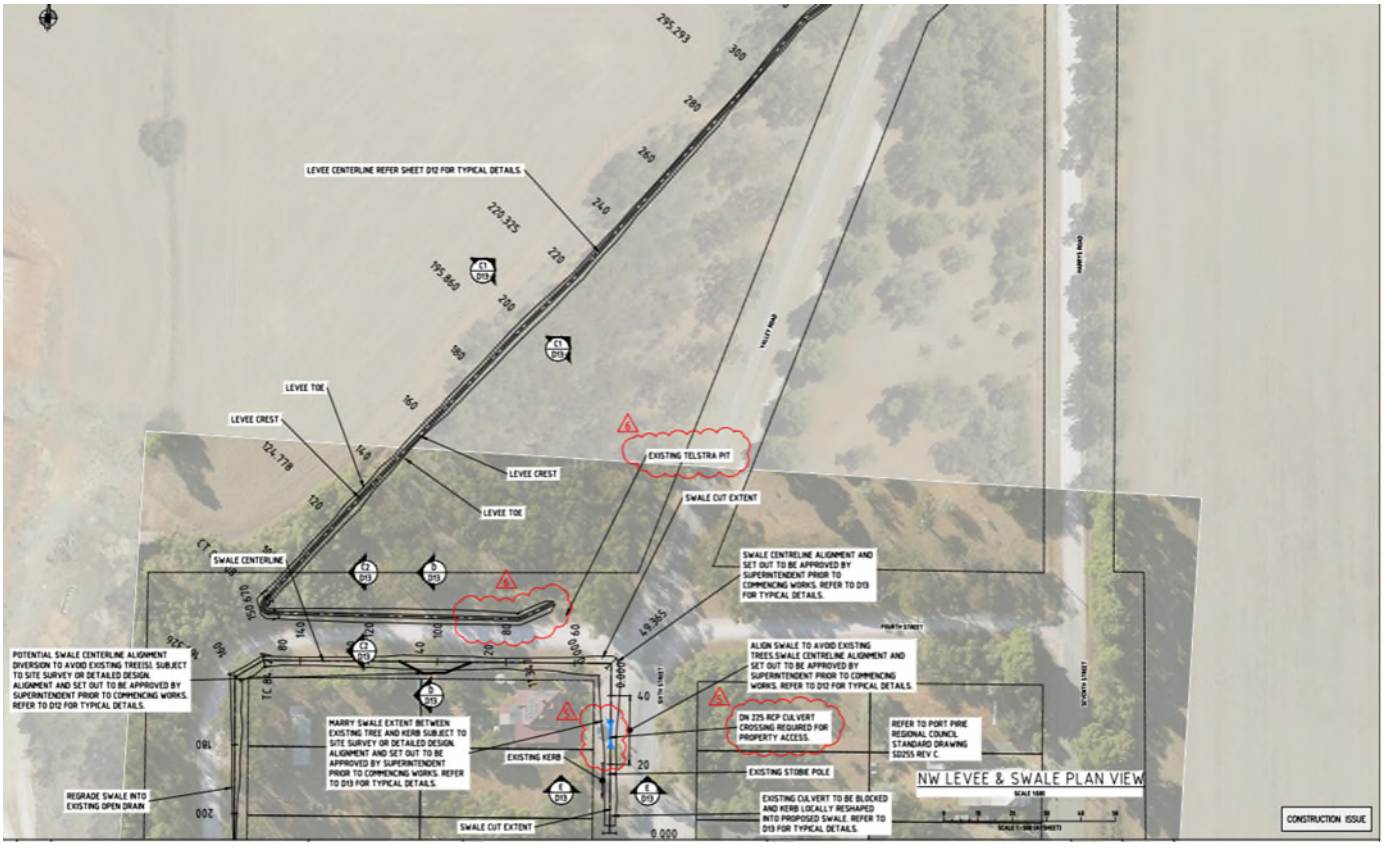
Water Technology tested two mitigation options, with **Option 2** providing the most improved outcomes across all three areas. From these findings Council proceeded to detailed design, cost estimation, and a cost–benefit analysis of the Option 2 infrastructure package prior to implementation.

The report identified works required were:

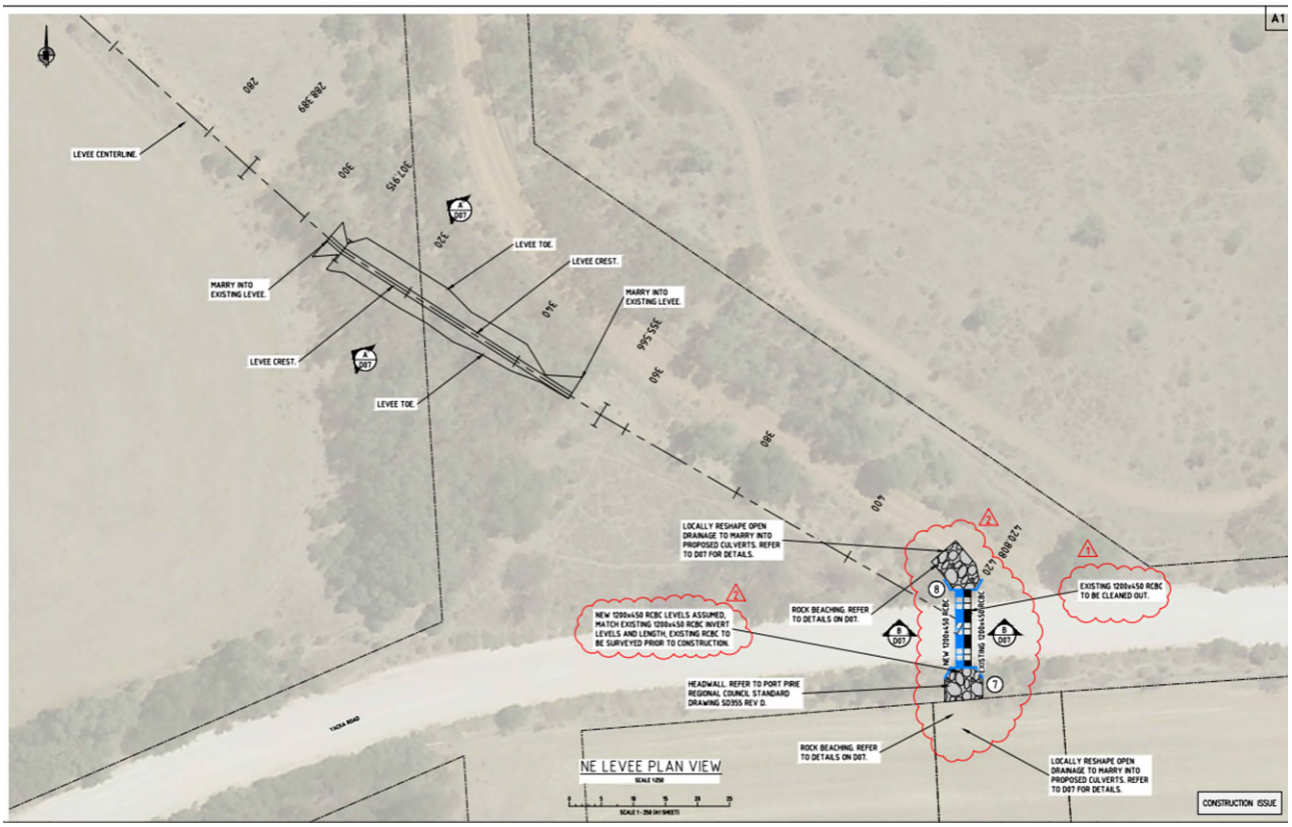
South West Drainage Plan




North West Levee and Swale



North East Levee segment and drainage




## PROPOSED WORKS

The works encompass earthworks for levees, bunds and swales, installation of stormwater infrastructure including reinforced concrete pipes, box culverts, headwalls, grated trench, rock beaching and crossover pavement construction.

## TERM OF CONTRACT

The term of the contract is a one-off contract with a 12-month warranty period, commencing 2 March 2026.

## TENDER ASSESSMENT

Request for Tender documentation was published on an open forum on Tender SA online.

At the closing time of tenders on 2pm Tuesday 3 February 2026 there were seven (7) tender submissions received as follows:

| Tenderer | Tendered Price $ (excluding GST) |
|---|---|
| Base Civil Construction Pty Ltd | $ 364,608.50 |
| Nova Group Service | $ 418,802.77 |
| SCJ Heidrich and Co Pty Ltd | $ 330,263.00 |
| Jakelco | $ 649,663.00 |
| Metro and company and civil Pty Ltd | $ 1,235,471.95 |
| Leanic Civil Mining and Con | $ 544,213.00 |

| | |
|---|---|
| Bild Infrastructure Pty Ltd | $ 639,155.61 |

Tenderers were invited on a Lump Sum basis.

**QUALITATIVE ASSESSMENT**

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

| | |
|---|---|
| Work, health and safety and risk management | 10% |
| Environmental Management and Quality Systems | 5% |
| Local Economic Benefits and Social Inclusion | 5% |
| Experience | 20% |
| Warranty | 5% |
| Implementation/ Delivery Schedule | 15% |
| Price | 40% |
| **TOTAL** | **100%** |

The tenders were evaluated by Angie Finlay, Project Manager and 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**

Stage 1 only costing from the preferred contractor.

**OVERALL FINDING**

All tender submissions were received in accordance with industry standards and met the minimum requirements of the specification. The proposed methodologies were broadly comparable across the submissions, and the tendered prices were generally consistent with Council's pre-tender cost expectations.

Following the detailed evaluation, SCJ Heidrich and Co Pty Ltd ranked highest overall with both evaluators. This outcome was primarily due to:
- More competitive pricing, providing the best overall value for money;
- Demonstrated and relevant project experience in similar civil and stormwater drainage works;
- Appropriate qualifications and certifications, ensuring compliance with statutory and technical requirements; and
- Proven construction methodologies assessed as low-risk and well-suited to the site conditions.

A comparison between the tendered prices and the expected costs is summarised in the table below.

**TIMING AND BUDGET**

Total funding of $339,726 (inclusive of project management) has been allocated in the 2025/2026 Capital Works Budget for the following projects:
- construction of Stage 1 of the Koolunga Drainage Upgrades (funding for Stages 2 and 3 has been identified within Council's 10-Year Capital Plan for delivery in the 2026/27 and 2027/28 financial years)
- Stormwater Management Plan review

After engagement of the consultant for the review of Council's Stormwater Management Plans and the design component of the Koolunga Drainage Upgrades, contractor funds of $279,755 are available to undertake the civil works component of this project.

As part of the procurement process, the tender was structured to request pricing for all three stages, enabling Council to assess:

- the cost of delivering each stage individually, and
- any economic advantages associated with completing all stages under a single contract.

Due to the potential risk of unidentified underground services, latent conditions, and construction variations that may arise during works, a 20% contingency allowance is requested under the recommendation for the award of these works. In order to identify the correct amount of budget required to complete the works, this contingency amount has been added to the following cost options for consideration under this award

Option 1 – Stage 1 only

A revised quotation was sort from SCJ Heidrich and Co Pty Ltd as the preferred contractor from the tender process, to ascertain the site establishment, drainage and incidental costs which were not itemised in the original tender. The costs to preform Stage 1 only is $265,511. With the addition of the contingency amount of $53,102 (20%) the budget required is $318,613. This option exceeds the current available funds by $38,858.

Option 2 – Full Scope

Following evaluation of received tenders, the total cost to deliver all Koolunga drainage works was determined to be $330,263.00. With the addition of the contingency amount of $66,053 (20%) the budget require is $396,316. This option exceeds the current available funds by $116,561.

Under this option 2, all three (3) stages can be completed for an additional $77,703 allowing for overall cost savings on site establishment, drainage and incidentals.

Additional Budget Source

In order to proceed with either of the 2 options above, it is proposed that funds could be transferred from the following two sources:

- Stormwater Pits Replacement project – These funds were initially carried forward from the 2024/25 FY to support the project for the Warnertown Road roundabout drainage project. The amounts required to be transferred are as follows:
  - Option 1 - $38,858
  - Option 2 - $91,588
- Stormwater Pipe Replacement project – In addition to the works already approved and delivered under this project as part of the minutes from the August 2025 Asset Management Committee meeting, additional funds were also carried over from the 2024/25 FY to support the project for the Warnertown Road roundabout drainage project. If Council wish to proceed with the Option 2 option, a further $24,973 of funds would need to be transferred from this project to the Koolunga Stormwater Drainage project.

Should Council endorse the recommendation to deliver all three stages within the 2025/26 financial year, the preferred tenderer will be engaged, and works will be programmed for completion by June 2026, subject to favourable weather conditions.

## TENDER SUMMARY

| Criteria | Weighting | Base Civil | Nova | SCJ Heidrich & Co pty ltd | Jakelco | Metro and company and civil PTY Ltd | Leanic Civil Mining & Con | Bild Infrastructure Pty Ltd |
|---|---|---|---|---|---|---|---|---|
| Works Health & Safety and Risk Management. | 10% | All documents provided | All documents provided | All documents provided | All documents provided | All documents provided | All documents provided | All documents provided |
| Environmental Management Systems and Quality Systems | 5% | Have certification | Have certification | Have Certification | Have Certification | Have systems in place but no certification | Have systems in place but no certification | Have Certification |
| Local Economic Benefit & Social Inclusion | 5% | Adelaide Company with some use of local businesses or contractors | Adelaide Company with some use of local businesses or contractors | Clare based company with use of local businesses or contractors | Adelaide Company with some use of local businesses or contractors | Adelaide Company with some use of local businesses or contractors | Adelaide Company with some use of local businesses or contractors | Adelaide Company with some use of local businesses or contractors |
| Experience. | 20% | Multiple years of experience. Recent works for Council which were to a high standard | Large company with multpile years of experience | Muiltiple years of experience. Recent works compelted within the area | Multiple years of experience. Recent works for Council which were to a high standard | Large company with multpile years of experience | Multiple years of experence | Multiple years of experience. |
| Customer Service Plan | 0% | Stakeholder notifications and dilapidation report, and on going community engagment person on site | Customer service plan provided | Customer service plan provided | Customer service plan provided | Customer service plan provided | Customer service plan provided | Customer service plan provided |
| Implementation/Delivery Schedule | 15% | within timeframes | within timeframes | within timeframes | within timeframes | Not within timeframes for c | within timeframes | within timeframes |
| Warranty | 5% | standard | standard | standard | standard | standard | standard | standard |
| Price | 40% | $364,608.50 | $418,802.77 | $330,263.00 | $649,663.00 | $1,235,471.95 | $544,213.00 | $639,155.61 |
| General Comments - Amount over budget to complete the 3 packages of works. | 100% | $45,973.50 | $100,167.77 | $11,628.00 | $331,028.00 | $916,836.95 | $225,578.00 | $320,520.61 |

## TENDER SCORING MATRIX

| ITEM | DESCRIPTION<br>Evaluation Criteria<br>Note: ( )* Denotes Rating | WEIGHTING % | Base Civil Construction Pty Ltd | | Nova | | SCJ Heidrich & Co pty ltd | | Jakelco | | Metro and company and civil PTY Ltd | | Leanic Civil Mining & Con | | Bild Infrastructure Pty Ltd | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | Score (out of 5) | | 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** | | **$364,608.50** | | **$ 418,802.77** | | **$ 330,263** | | **$ 649,663.00** | | **$ 1,235,471.95** | | **$ 544,213** | | **$ 639,156** | |
| 1 | Works Health & Safety and Risk Management (Schedule 5) | 10% | 4 | 8.00 | 4 | 8.00 | 4 | 8.00 | 4 | 8.00 | 4 | 8.00 | 4 | 8.00 | 4.00 | 8.00 |
| 2 | Environmental Management Systems and Quality Systems (Schedule 6) | 5% | 4 | 4.00 | 4 | 4.00 | 4 | 4.00 | 4 | 4.00 | 2 | 2.00 | 3 | 3.00 | 4 | 4.00 |
| 3 | Local Economic Benefit & Social Inclusion (Schedule 7) | 5% | 2 | 2.00 | 2 | 2.00 | 3 | 3.00 | 2 | 2.00 | 2 | 2.00 | 2 | 2.00 | 2 | 2.00 |
| 5 | Experience (Schedule 10) | 20% | 3 | 12.00 | 3 | 12.00 | 3 | 12.00 | 3 | 12.00 | 3 | 12.00 | 3 | 12.00 | 3 | 12.00 |
| 7 | Implementation/Delivery Schedule (Schedule 12) | 15% | 3 | 9.00 | 3 | 9.00 | 3 | 9.00 | 3 | 9.00 | 2 | 6.00 | 3 | 9.00 | 3 | 9.00 |
| 9 | Warranty (Schedule 14) | 5% | 2 | 2.00 | 2 | 2.00 | 2 | 2.00 | 2 | 2.00 | 2 | 2.00 | 2 | 2.00 | 2 | 2.00 |
| 10 | Price (Schedules 16)<br>Score = 2.5 + 5*(($M-$T)/$M) | 40% | 5.17 | 41.37 | 4.8252001 | 38.60 | 5.3906839 | 43.13 | 3.3507473 | 26.81 | -0.3906839 | -3.13 | 4.02423 | 32.19 | 3.4178556 | 27.34 |
| | TOTAL SCORE INCLUDING PRICE | **100%** | 78.37 | | 75.60 | | 81.13 | | 63.81 | | 28.87 | | 68.19 | | 64.34 | |
| | **TOTAL RANK INCLUDING PRICE** | | **2** | | **3** | | **1** | | **6** | | **7** | | **4** | | **5** | |
| | *TOTAL SCORE EXCLUDING PRICE* | | *37.00* | | *37.00* | | *38.00* | | *37.00* | | *32.00* | | *36.00* | | *37.00* | |
| | ***TOTAL RANK EXCLUDING PRICE*** | | ***2*** | | ***2*** | | ***1*** | | ***2*** | | ***7*** | | ***6*** | | ***2*** | |

## ATTACHMENTS

**Nil**

## 16.3 REQUEST FOR TENDER FOR CONTRACT 189 PLANT EQUIPMENT - VACUUM TRACK

**Author:** **Alan Bennett, Project Manager**

**Authoriser:** **Trevor Cugley, Director Infrastructure**

**File Reference:** **2025.0951**

| | | | | |
|---|---|---|---|---|
| **Timeframe**: | 2025/2026 | | | |
| **Budget Impact:** | Nil | | | |
| **Risk Assessment:** | **Primary Risk Type(s):** | | Financial / Infrastructure | |
| | **Inherent Risk:** | **Likelihood** | **Consequence** | **Rating** |
| | | Possible | Moderate | Medium |
| | **Controls:** | ▪ Replace/expand plant fleet in accordance with the recommended fleet management program. | | |
| | **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 award a contract to CMI Truck Centre Adelaide Pty Ltd for purchase of a Vacuum Truck in accordance with the documents submitted in response to Request for Tender for Contract 189 Plant Equipment – Vacuum Truck for the amount of $243,274.25 (excluding GST).**

**EXECUTIVE SUMMARY**

Council has allocated $270,000 (ex GST) in the 2025/26 Capital Works Budget, under the Plant Replacement Program – Truck Replacement, as part of its 10-year plant renewal. These funds are allocated to support the expansion of the current truck fleet, with the primary purpose of acquiring a dedicated vacuum truck to meet operational requirements and improve service delivery capacity.

A Request for Tender process was undertaken for the engagement of a dealership to supply a fully functional vacuum truck suitable for Council's operational needs. This report outlines the outcomes of the tender process and provides a recommendation to award a contract for the purchase of the equipment.

## DISCUSSION

Council has allocated funds in its 2025/26 Capital Works Budget, Plant Replacement Program – Truck Replacement as part of its 10-year plant renewal program. These funds are to be allocated toward expanding the current truck fleet, with the primary purpose of acquiring a dedicated vacuum truck to support operational needs.

To ensure transparency, fairness, and value for money, a formal tender process was undertaken for the procurement of a vacuum truck. The tender was publicly advertised via the SA Tenders portal, inviting submissions from qualified suppliers capable of meeting Council's specifications and operational requirements.

This report outlines the tender evaluation process conducted for the purchase of the plant equipment, including assessment criteria, submissions received, and the recommended supplier based on best overall value to Council.

## PROPOSED PURCHASE

Purchase of a vacuum truck.

## TERM OF CONTRACT

The term of the contract is for a once-off purchase.

## TENDER ASSESSMENT

Request for Tender documentation was uploaded to SA Tenders to reach all possible interested dealerships.

Tenders closed at 2pm Tuesday 20 January 2026, six (6) tender submissions were received as follows:

| **Tenderer** | **Tendered Price $ (excluding GST)** |
|---|---|
| Velocity Truck Centres Adelaide Pty Ltd (Mitsubishi) | $238,268.06 |
| Campen Pty Limited Trading as Northeast Auto (Isuzu) | $272,554.00 |
| RDO Equipment Adelaide (Hino) | $257,993.33 |
| CMI Truck Centre Adelaide Pty Ltd (Hino) | $243,274.25 |
| Bucher Municipal Pty Ltd (Iveco) | $714,770.91 |
| STG Sales Pty Ltd (Fuso) | $393,557.00 |

Tenderers were invited on a Lump Sum basis.

## QUALITATIVE ASSESSMENT

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

| | |
|---|---|
| Works Health & Safety and Risk Management | 10% |
| Adherence to specification | 20% |
| Implementation/Delivery Schedule | 10% |
| Warranty | 10% |
| Price | 50% |
| **TOTAL** | **100%** |

The tenders were evaluated by:

- Derek Fidge, Depot Supervisor; and
- Alan Bennett, Project Manager

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**

Following a comprehensive evaluation of all six suppliers against the criteria of WHS & Risk, Specification, Delivery, Warranty, and Price, CMI Truck Centre Adelaide (Hino) is recommended as the preferred supplier. Their submission offers the strongest overall operational value when considering warranty coverage, fleet compatibility, specification compliance, and delivery.

Although CMI Truck Centre Adelaide (Hino) is not the lowest-cost supplier, the difference in price is less than 1% of total price, which is considered negligible given the advantages offered. This small price difference is outweighed by the warranty, improved fleet integration, and reduced long-term maintenance risk. One of CMI's most significant strengths is its 5-year / 250,000 km vehicle warranty on the cab/chassis. CMI also included value-added equipment as part of the submission, further strengthening its submission.

Velocity Truck Centres Adelaide also provided a good submission, meeting specifications and presenting a compliant offer. While their proposal was competitive and technically suitable, the delivery timeline and warranty structure were less favourable when compared to the leading submission from CMI Truck Centre Adelaide

RDO Equipment Adelaide remains a strong option. Their submission was detailed, compliant, and within budget. Importantly, RDO demonstrated proactive engagement by bringing a vacuum truck on a Hino truck body to Councils Depot for Operators and WHS staff to inspect, allowing hands-on evaluation and early identification of any operational concerns.

The remaining suppliers were not recommended due to factors such as budget overruns, overspecification, delayed delivery timelines, or the provision of larger vehicles than operationally required.

**TIMING AND BUDGET**

Council has allocated $270,00 in its 2025/26 Capital Works Budget Plant Replacement Program – Truck Replacement as part of its 10-year plant renewal program. These funds are to be allocated toward expanding the current truck fleet, with the primary purpose of acquiring a vacuum truck.

Should Council agree to the recommendation, the preferred tenderer will be engaged to purchase the vacuum truck with delivery taken within weeks from date of order.

## TENDER SUMMARY

| Criteria | Weighting | Bucher Municipal Pty Ltd | RDO Equipment Adelaide | CMI Truck Centre Adelaide | Velocity Truck Centres Adelaide Pty Ltd | STG Sales Pty Ltd | Capem Pty Ltd |
|---|---|---|---|---|---|---|---|
| Works Health & Safety and Risk Management. | 10% | Well-certified; provides training, function testing, and daily/weekly maintenance guidance. | Certified company; well-documented vehicle submission. | Well-submitted truck with high-quality documentation | All required documentation submitted with the vehicle. | All documentation submitted with the vehicle | Risk assessment to be supplied upon delivery. |
| Adherence to Specification | 20% | Meets specifications; capable supplier. Additional costs; tank washout not included. | Meets specifications; detailed unit information confirms compliance. | Meets specifications; includes additional value-added features. | Meets specifications and satisfies all criteria. | Exceeds specification; heavy-duty build above requirements. | Meets specifications; offering a larger truck than required. |
| Implementation/Delivery Schedule | 10% | Delivery after June (outside FY). | Unit available ex-demonstration (in stock). | Unit in stock; ready for immediate build. | Mid-year delivery timeframe. | Approx. 8-week delivery from purchase order. | Vehicle in stock; if not, 1–2 months plus 8-week build time. |
| Warranty | 10% | Workshop and support located in Adelaide. | 1-year unit warranty; 5-year body warranty. | 5-year or 250,000 km warranty. | 5-year/200,000 km cab warranty; 12-month unit warranty. | 5 years structural; 2 years on blower and CAT auxiliary engine; 12 months on remaining components. | Cab: 6 years / 300,000 km; Vermeer unit: 12 months / 1,000 hours. |
| Price | 50% | Over Budget | In budget | In budget | In budget | Second-highest cost; well over budget. | Just over budget. |
| General Comments | 100% | Good submission; however, it is not within budget and delivery falls outside the required financial year. | good submission | Ready in stock for immedate build Strong submission | Solid submission meeting requirements. | Overspecified, high-cost option exceeding operational needs. | Suitable option, though larger than needed and slightly over budget. |

## TENDER SCORING MATRIX

| ITEM | DESCRIPTION<br>Evaluation Criteria | WEIGHTING % | Bucher Municipal Pty Ltd | | RDO Equipment Adelaide | | CMI Truck Centre Adelaide | | Velocity Truck Centres Adelaide Pty Ltd | | STG Sales Pty Ltd | | Capem Pty Ltd | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | **LUMPS SUM TENDER VALUE EXCL GST** | | **$ 714,770.91** | | **$ 257,993.33** | | **$ 243,274** | | **$ 238,268.06** | | **$ 393,557** | | **$ 272,554** | |
| 1 | Works Health & Safety and Risk Management | 10% | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 |
| 2 | Specification Adherence | 20% | 2 | 8.00 | 3 | 12.00 | 3 | 12.00 | 3 | 12.00 | 3 | 12.00 | 3 | 12.00 |
| 7 | Implementation/Delivery Schedule | 10% | 3 | 6.00 | 4 | 8.00 | 5 | 10.00 | 4 | 8.00 | 3 | 6.00 | 3 | 6.00 |
| 9 | Warranty | 10% | 3 | 6.00 | 4 | 8.00 | 4 | 8.00 | 4 | 8.00 | 3 | 6.00 | 4 | 8.00 |
| 10 | Price | 50% | 0 | 0.00 | 2.6 | 26.00 | 2.9 | 29.00 | 3 | 30.00 | 0.1 | 1.00 | 2.4 | 24.00 |
| | TOTAL SCORE INCLUDING PRICE | **100%** | 26.00 | | 60.00 | | 65.00 | | 64.00 | | 31.00 | | 56.00 | |
| | **TOTAL RANK INCLUDING PRICE** | | **5** | | **3** | | **1** | | **2** | | **4** | | **3** | |
| | *TOTAL SCORE EXCLUDING PRICE* | | *26.00* | | *34.00* | | *36.00* | | *34.00* | | *30.00* | | *32.00* | |
| | ***TOTAL RANK EXCLUDING PRICE*** | | ***5*** | | ***2*** | | ***1*** | | ***2*** | | ***4*** | | ***3*** | |

## ATTACHMENTS

**Nil**

## 16.4 SD CAPUTO & SONS PTY LTD - LEASE RENEWAL

**Author:** **Jodie Christensen, Property Officer**

**Authoriser:** **Trevor Cugley, Director Infrastructure**

**File Reference:** **2024.2326**

| | | | | |
|---|---|---|---|---|
| **Timeframe**: | Lease Term 10 years: 2026-2036 | | | |
| **Budget Impact:** | Lease Revenue: approx. $298,000 | | | |
| **Risk Assessment:** | **Primary Risk Type(s):** | | Legal / Regulatory / Policy | |
| | **Inherent Risk:** | **Likelihood** | **Consequence** | **Rating** |
| | | Possible | Minor | Medium |
| | **Controls:** | ▪ Legislative & Policy Compliance<br>▪ Legal consultation<br>▪ Lease Agreement & associated documents | | |
| | **Residual Risk:** | Unlikely | Minor | Low |

| **STRATEGIC REFERENCE:** | |
|---|---|
| **Theme** | Our Lifestyle |
| **Goal** | Built Environment |
| **Strategy 3.1.1** | Provide opportunity for a wide range of social, residential, retail, commercial and industrial activity and development. |

**RECOMMENDATION**

**That Council:**

- **acknowledge the impending expiry of the commercial lease for 53 Main Road, Solomontown on 28 February 2026;**
- **endorse Council entering into a new Commercial Ground Lease with SD Caputo & Sons Pty Ltd over Council-owned land and associated road reserve area;**
- **approve the inclusion of a Section 221 authorisation within the lease to permit occupation of a storage shed located on road reserve land;**
- **approve the recovery of outgoings from the lessee as defined in the proposed lease and disclosure statement; and**
- **authorise the Chief Executive Officer to finalise and execute the lease and associated documentation.**

**EXECUTIVE SUMMARY**

SD Caputo & Sons Pty Ltd (the Lessee) occupies Council-owned land at 53 Main Road, Solomontown under a commercial lease arrangement that is due to expire on 28 February 2026.

SD Caputo & Sons Pty Ltd is a locally owned family business that has operated in Port Pirie since 1951. The business has an established history of commercial operation within the locality and continues to contribute to local employment and economic activity.

A new Commercial Ground Lease has been prepared to replace the existing agreement. While the proposed lease largely reflects the current arrangement, it has been updated to a contemporary lease format and aligned with Council's Lease and Licence Policy.

Two key matters distinguish the proposed lease from the existing agreement. These are the formal inclusion of a storage shed located on adjoining road reserve land, requiring a Section 221 authorisation, and the clarification of responsibility for outgoings.

This report seeks Council approval to enter into the new lease and to authorise execution of the associated documentation.

**CONSULTATION UNDERTAKEN**

Maurie Mezzino, Managing Director, SD Caputo & Sons
Mellor Olsson Lawyers

## DISCUSSION

### Lease Background

Council owns and manages land at 53 Main Road, Solomontown, being the land comprised in Certificate of Title Volume 6031, Folio 739 (the Land), which is currently leased to SD Caputo & Sons Pty Ltd for commercial purposes. With the existing lease expiring on 28 February 2026, the Lessee has requested a new agreement to enable the continued occupation of the site.

The proposed agreement is a Commercial Ground Lease, granting the Lessee exclusive possession of the leased land for the agreed term. As a ground lease, the premises are defined as “Leased Land”, with buildings and improvements owned and maintained by the Lessee during the lease term. Upon expiry, the land and any improvements are to be surrendered to Council, unless otherwise agreed.

The proposed lease has been assessed against Council’s Lease and Licence Policy and is consistent with the policy framework for commercial leases. The proposed term of ten (10) years is within the maximum period permitted under the policy and does not exceed delegation thresholds that would require additional community consultation under the *Local Government Act 1999*.

The subject land is Council-owned operational land and is not classified as Community Land for the purposes of the *Local Government Act 1999*. Accordingly, the statutory community consultation requirements that apply to Community Land do not apply to this lease arrangement.

The proposed lease term includes an initial five (5) years, together with a five (5) year renewal option, consistent with Council’s Lease and Licence Policy and falls within Council’s delegated authority for commercial leasing. As such, the proposal does not trigger any additional public consultation or statutory notification requirements under the *Local Government Act 1999* or associated regulations.

### Storage Shed on Road Reserve

The proposed lease differs from the existing agreement by formally addressing a storage shed located on an adjoining portion of road reserve land, Allotment 206. This occupation is not currently documented in the lease.

Legal advice confirms that occupation of road reserve land requires authorisation under Section 221 of the *Local Government Act 1999*. To address this, the lease has been drafted to also operate as a Section 221 authorisation for the relevant area of road reserve through the inclusion of a specific lease condition. This approach formalises an existing use, ensures legislative compliance, and provides administrative clarity and efficiency.

### Outgoings

Outgoings are the continuing costs associated with the leased land, such as local government rates and statutory charges, payable by the lessee under a commercial lease. The existing lease documentation contains inconsistencies regarding outgoings. The lease schedule does not identify

outgoings payable, while the disclosure statement stipulates certain outgoings as the responsibility of the Lessee.

To remove ambiguity and ensure consistency with Council's Lease and Licence Policy, the proposed lease clearly defines outgoings and makes them payable by the Lessee. This approach aligns with standard commercial leasing practice and provides certainty for both parties.

**Retail and Commercial Leases Act 1995**
The proposed lease is a commercial lease for the purposes of the *Retail and Commercial Leases Act 1995*. As the Lessee has been in continuous occupation of the premises for more than five years, Council is not strictly required to issue a new disclosure statement. However, given the clarification of outgoings, legal advice recommends issuing a fresh disclosure statement as a conservative and transparent approach.

**Lease Fee and Rental Assessment**
In accordance with Council policy, commercial lease fees are determined through negotiation and are commonly calculated using a price-per-square-metre methodology. The current lease fee is $21,847.64 per annum (inclusive of GST), derived through annual CPI indexation applied to the original 2016 lease fee of $18,037.52 (inclusive of GST). While CPI indexation has preserved the real value of the rental over time, it has not reflected the significant increase in the underlying capital value of the site, which has risen from $260,000 in 2016 to $420,000 in 2025.

The original lease fee implied a yield of approximately 6.3% on the 2016 capital valuation. Applying the same yield to the current valuation would indicate a market-consistent rental of approximately $29,000 per annum (inclusive of GST).

To establish a fair and defensible rental position, the proposed lease fee has been recalculated using a $/m² methodology consistent with Council policy. The Lessee occupies approximately 985m$^2$, 765m² of retail and seafood processing space, and 220 m² of storage shed space. Differential rates have been applied to reflect the differing commercial utility of these areas. Using this approach, the proposed annual rent of approximately $26,000 (inclusive of GST) represents a blended rate of $24/m² (exclusive of GST) and an implied yield of approximately 5.6% on the current capital valuation.

This outcome:
- moves the rental closer to a value-consistent position;
- remains below the yield implied under the original lease;
- reflects a fair, transparent, and policy-aligned approach; and
- provides a reasonable and defensible rental assessment of the current market.

Based on the proposed rent charge and assuming annual CPI indexation of approximately 3.0%, the estimated lease revenue is approximately $138,000 over the initial 5-year term. If the renewal option is exercised, total lease revenue over the full 10-year period is estimated to be approximately $298,000. These figures are indicative only and subject to actual CPI movements over the lease term.

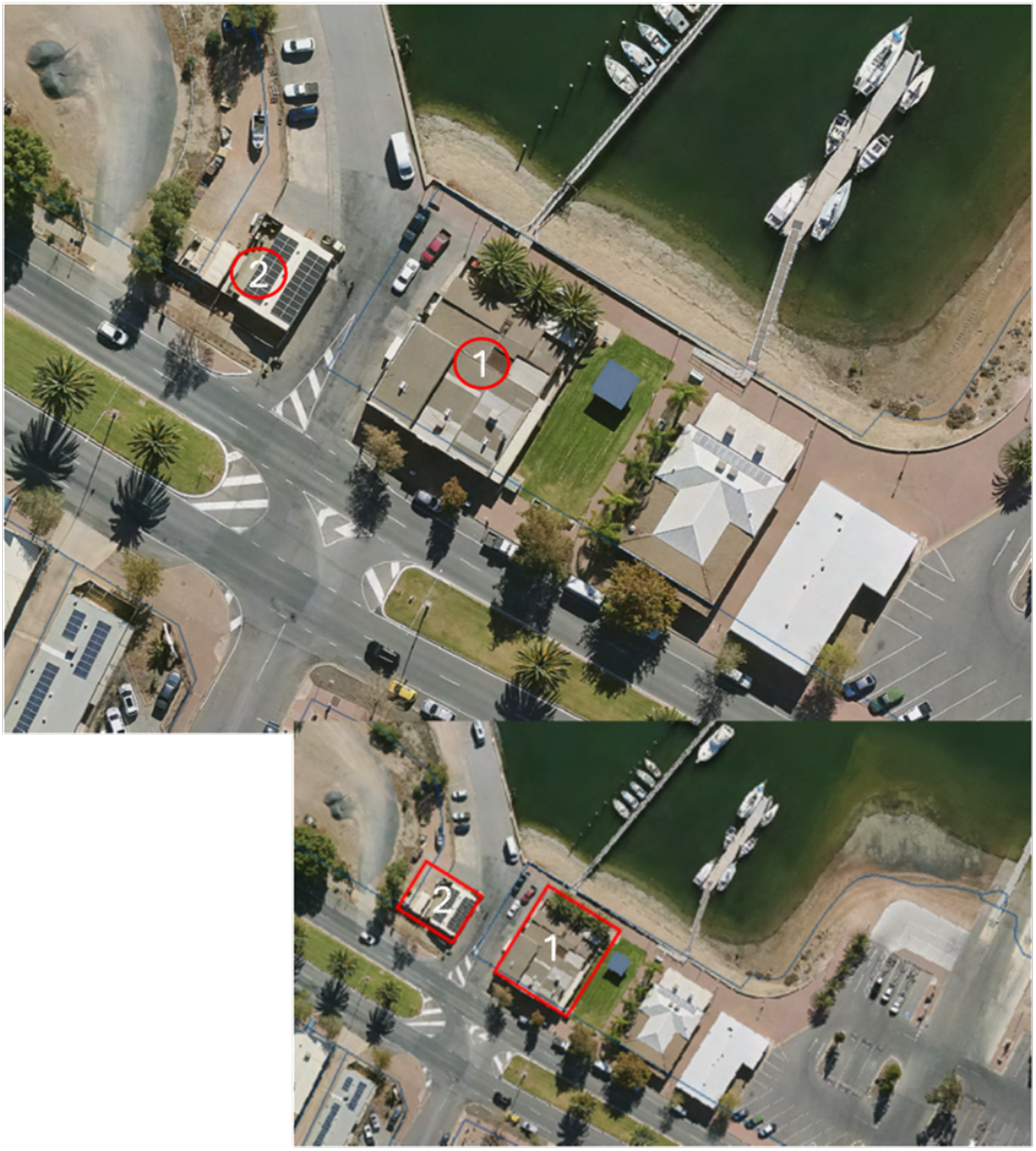
**Conclusion**
The proposed Commercial Ground Lease provides a contemporary, policy-compliant framework that formalises existing use arrangements, resolves historical ambiguities, and ensures appropriate legislative authorisations are in place. The revised rental reflects current market conditions and Council policy, balancing commercial sustainability with fairness to the Lessee. Approval of the recommendations will enable continuity of occupation, improve administrative clarity, and deliver a defensible and transparent leasing outcome for Council.

**ATTACHMENTS**

**1. Annexure A - Location Plan: SD Caputo & Sons**

**ANNEXURE A**

**53 Main Road, Solomontown**
SD Caputo & Sons Pty Ltd




1 – Commercial Building: Allotment 10 Main Road, Solomontown
2 – Storage Shed: Allotment 206, Flinders Wharf Road Reserve

## 16.6 UPDATE ON NEGOTIATIONS - DEVELOPMENT OPTIONS PORT PIRIE RIVERFRONT PRECINCT

**Author:** **Chris Davey, Chief Executive Officer**

**File Reference:** **2024.0209**

| | | | | |
|---|---|---|---|---|
| **Timeframe**: | See body of report | | | |
| **Budget Impact:** | See body of report | | | |
| **Risk Assessment:** | **Primary Risk Type(s):** | | Reputation | |
| | **Inherent Risk:** | **Likelihood** | **Consequence** | **Rating** |
| | | Possible | Moderate | Medium |
| | **Controls:** | ▪ Seek and follow legal advice<br>▪ Retain commercial advisors where required | | |
| | **Residual Risk:** | Unlikely | Moderate | Low |

| **STRATEGIC REFERENCE:** | |
|---|---|
| **Theme** | Our Economy |
| **Goal** | Business & Industry |
| **Strategy 2.2.2** | Opportunities to diversify our economic base into other sectors such as tourism, renewables and value added agriculture are pursued. |
| **Theme** | Our Economy |
| **Goal** | Business & Industry |
| **Strategy 2.2.3** | New businesses are encouraged to invest and locate within the Council area. |
| **Theme** | Our Economy |
| **Goal** | Tourism |
| **Strategy 2.3.4** | Port Pirie's role and offerings as a service hub for tourism continues to be developled. |

**RECOMMENDATION**

**That Council terminates the Direct Negotiation Framework Agreement with Accord by written notice to Accord for not progressing the Detailed Design and Project by the initial deadline of April 2025, or the extended deadline of 30 September 2025, and note that this action formally terminates the Expression of Interest process for the site currently occupied by the Royal Port Pirie Yacht Club and the Port Pirie Rowing Club.**

**EXECUTIVE SUMMARY**

Council presented two separate development opportunities for Council owned land to the market, development opportunity one being Council land that was formally used to support the accommodation needs of Nyrstar during its site transformation, and development opportunity two being the site currently occupied by the Royal Port Pirie Yacht Club and the Port Pirie Rowing Club. This report updates the Members on development opportunity two.

| CONSULTATION UNDERTAKEN |
| --- |
| Norman Waterhouse Lawyers, Deputy Mayor, Alinea and Accord |

## DISCUSSION

Development Opportunity Two – Accord Property

Accord Property has signed a Direct Negotiation Framework Agreement (DNFA) which contemplates the provision of a Detailed Proposal for the Royal Port Pirie Yacht Club and the Port Pirie Rowing Club land, no later than 1 April 2025, or other later date agreed by the Parties, being no later than 30 September 2025.

As previously reported to Council Alinea have been periodically checking in with Accord regarding their progress, with the most recent check-in being Friday 6 February 2026, after the writer requested they provide an update as to where things are currently at with the proposal.

Alinea discussed the project with Accord and reminded them that the deadline for a detailed submission was 30 September 2025, and this has now lapsed. Alinea then enquired whether Accord has made any meaningful progress, or whether they were planning on proceeding or no longer had interest in the site.

Accord admitted that they had put the project on hold throughout last year due to the uncertainty with the smelter but would review the progress they had previously made and check in with their anchor tenant to confirm whether they would be interested in proceeding or not.

The writer via Alinea provided Accord until Friday 13 February to come back with a response to confirm interest in proceeding or if they are terminating DNFA. It was emphasised that if Accord were interested in proceeding, the response would also need to provide detail on timing, a firm commitment to the project and certainty of delivery.

The current DNFA allows Accord to withdraw from the negotiation process at any time by written notice to Council, Accord has not done this, and they remain silent after several enquiries.

Our legal advice from Norman Waterhouse Lawyers has confirmed that The DNFA may be terminated by Council on written notice to Accord. No grounds are required to be given for termination, however, given the delays in progressing the Detailed Design and the project generally, termination is reasonable under the circumstances.

At the time of writing this report, Monday 16 of February, and after reaching out again to Alinea we are still yet to receive any response from Accord. As a result, it is now the writer’s recommendation to terminate the DNFA by written notice to Accord and formally terminate the current Expression of Interest process.

## ATTACHMENTS

**Nil**

## 16. ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY:

16.8 CEO Performance Review Committee Meeting 10 February 2026 - Chief Executive Officer 2025/26 KPIs – Progress Report

Minutes of the CEO Performance Review Committee Meeting held on 10 February 2026

**MOVED SECONDED**

**That the Minutes of the CEO Performance Review Committee meeting held on 10 February 2026 be received.**

Chief Executive Officer 2025/26 KPIs – Progress Report

**MOVED SECONDED**

**That Council note:**

- **the Committee is satisfied with the progress of the Chief Executive Officer's 2025/26 KPIs; and**
- **the Chief Executive Officer will provide a written KPI update report to next Committee meeting on 14 April 2026.**

**MINUTES OF THE CEO PERFORMANCE REVIEW COMMITTEE MEETING HELD ON TUESDAY 10 FEBRUARY 2026 AT 5.35PM IN THE MAYOR'S OFFICE, 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

Deputy Mayor Cr A Zubrinich and Crs L Peters (Chairperson) and K Jackson

C Davey, Chief Executive Officer and K Carmody, Executive Assistant (Minutes)

1.2 Apologies

Nil

1.3 Leave of Absence

His Worship the Mayor L Stephens

1.4 Non-Attendance

Nil

2.0 CONFIRMATION OF MINUTES:

2.1 CEO Performance Review Committee Meeting 24 November 2025

**MOVED Cr Zubrinich SECONDED Cr Jackson**

**CE01/26 That the Minutes of the CEO Performance Review Committee meeting held on 24 November 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 2025/26 KPIs – Progress Report Pursuant to Section 90(3)(a)

**MOVED Cr Jackson SECONDED Cr Zubrinich**

**CE02/26 Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of C Davey, 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 2025/26 KPIs – Progress 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 matters related to the terms and conditions of the employment contract for the Chief Executive Officer.**

**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**

**MOVED Cr Jackson SECONDED Cr Zubrinich**

**CE03/26** **That the Committee advise Council it is satisfied with the progress of the Chief Executive Officer's 2025/26 KPIs.**

**That the Chief Executive Officer provide a written KPI update report to be included in the next Committee meeting agenda and that the next meeting be held on 14 April 2026 at 5.30pm.**

**CARRIED**

6.0 NEXT MEETING: Tuesday 14 April 2026 at 5.30pm.

7.0 CLOSURE: The meeting closed at 5.54pm.

_____

**CHAIRPERSON**

**MINUTES OF THE CEO PERFORMANCE REVIEW COMMITTEE MEETING HELD ON TUESDAY 10 FEBRUARY 2026 AT 5.35PM IN THE MAYOR'S OFFICE, 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

Deputy Mayor Cr A Zubrinich and Crs L Peters (Chairperson) and K Jackson

C Davey, Chief Executive Officer and K Carmody, Executive Assistant (Minutes)

1.2 Apologies

Nil

1.3 Leave of Absence

His Worship the Mayor L Stephens

1.4 Non-Attendance

Nil

2.0 CONFIRMATION OF MINUTES:

2.1 CEO Performance Review Committee Meeting 24 November 2025

**MOVED Cr Zubrinich SECONDED Cr Jackson**

**CE01/26 That the Minutes of the CEO Performance Review Committee meeting held on 24 November 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 2025/26 KPIs – Progress Report Pursuant to Section 90(3)(a)

**MOVED Cr Jackson SECONDED Cr Zubrinich**

**CE02/26 Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of C Davey, 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 2025/26 KPIs – Progress 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 matters related to the terms and conditions of the employment contract for the Chief Executive Officer.**

**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**

**MOVED Cr Jackson SECONDED Cr Zubrinich**

**CE03/26** **That the Committee advise Council it is satisfied with the progress of the Chief Executive Officer's 2025/26 KPIs.**

**That the Chief Executive Officer provide a written KPI update report to be included in the next Committee meeting agenda and that the next meeting be held on 14 April 2026 at 5.30pm.**

**CARRIED**

6.0 NEXT MEETING: Tuesday 14 April 2026 at 5.30pm.

7.0 CLOSURE: The meeting closed at 5.54pm.

_____

**CHAIRPERSON**

**MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON WEDNESDAY 25 FEBRUARY 2026 AT 6:00 PM 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 ATTENDANCE

### 1.1 Present

Deputy Mayor Cr A Zubrinich and Crs J Connor, A Gulin, M Hopgood, J Joyce, J Keain, G Petagna and L Peters

C Davey, Chief Executive Officer; T Cugley, Director Infrastructure; L Mesisca, Director Corporate and Community and K Carmody, Executive Assistant (Minutes)

Media: Nil Gallery: 4

### 1.2 Apologies

Cr K Jackson

### 1.3 Leave of Absence

His Worship the Mayor L Stephens

### 1.4 Non-Attendance

Nil

## 2 CONFIRMATION OF MINUTES

### 2.1 Ordinary Meeting of Council - 28 January 2026

**RESOLUTION OM 011/26**

**MOVED: Cr G Petagna**

**SECONDED: Cr J Connor**

**That the minutes of the Ordinary Meeting of Council held on 28 January 2026 be received and confirmed.**

**CARRIED**

## 3 MATTERS ARISING

Nil

## 4 DECLARATION OF INTERESTS

Cr Connor declared a material interests in item 14.3.2 Main Road Plane Tree Removal in that he is the owner of the business and the building referenced and will leave the meeting while this matter is discussed and resolved.

Pursuant to Section 120(1) of the Local Government Act 1999 Chief Executive Officer C Davey declared an interest in item 16.8 Chief Executive Officer Performance Review Committee Meeting 10 February 2026 – Chief Executive Officer 2025/26 KPIs – Progress Report in that he is the subject of this Committee and will leave the meeting while this matter is discussed and resolved.

## 5 MEMBERS' REPORTS

### 5.1 MAYORAL REPORT

There is no Mayoral Report this month due to Mayor Stephens being on leave.

### 5.2 MEMBERS' REPORTS

**Deputy Mayor Cr Zubrinich**

28/01/26 Attended USG Intergovernmental Group Meeting on behalf of the Mayor.
02/02/26 Koolunga Development Association Meeting
03/02/26 Mayoral Reception to Welcome the 5th Year Medical Students and Interns
06/02/26 Met with Sally Lee and David Moore from Port Pirie Dog Obedience Club regarding their search for new premises.
06/02/26 Met with Jean Smith regarding the Masters Games bid.
06/02/26 Met with Member for Stuart and Uniting Country SA Chief Executive regarding housing issues in Port Pirie.
06/02/26 Phone interview with The Recorder re Clean Up Australia Day.
07/02/26 Opening of the new Port Pirie Regional Health Service Accident and Emergency Department.
08/02/26 Port Pirie Sporting Association 46th Annual Presentation Dinner
09/02/26 Asset Management Committee Meeting
09/02/26 Business Port Pirie Meeting. Acted as Returning Officer for their AGM. Congratulations to new Committee!
10/02/26 CEO Performance Review Committee
11/02/26 Strategic Workshop
16/02/26 Pirie Districts Development Association Meeting
17/02/26 Redhill Development Association Meeting
18/02/26 Spencer Gulf Cities Meeting
18/02/26 Assisted Pirie Markets with governance issues.

**Cr Connor**

09/02/26 Asset Management Meeting
07/02/26 Crystal Brook Cricket Club 100 years
11/02/26 PPRC Workshop
23/02/26 Cemetery Road Naming Committee meeting
25/02/26 Pirie Voices Review
25/02/26 Ordinary Meeting of Council

**Cr Hopgood**

03/02/26 PPRC Medical Student Reception
09/02/26 PPRC Asset Management Committee Meeting
11/02/26 PPRC Strategic Workshop
23/02/26 PPRC PACAC Meeting
25/02/26 PPRC Strategic Workshop
25/02/26 PPRC Ordinary Meeting

**Cr Keain**

02/02/26 Koolunga Development Association Meeting

03/02/26 Mayoral Reception for 5th Year Medical Students
09/02/26 PPRC Asset Management Meeting
11/02/26 Represented PPRC at Uni-Hub Graduation Ceremony
12/02/26 Domestic Violence Action Group Monthly Meeting
16/02/26 Pirie District Development Association Meeting
17/02/26 Redhill Development Association Meeting
25/02/26 PPRC Ordinary Meeting

**Cr Petagna**

28/1/26 PPRC Ordinary Meeting
11/2/26 PPRC Strategic Workshop
23/2/26 Cemetery Road Naming Meeting
24/2/26 Access and Inclusion Reference Group Meeting
25/2/26 PPRC Ordinary Meeting

**Cr Peters**

28/01/26 Ordinary Council Meeting
03/02/26 Audit and Risk Management Committee Meeting
03/02/26 Mayoral Reception - 5th Year Rural Medical & Intern Students Welcome Function
10/02/26 CEO Performance Review Committee Meeting
11/02/26 Strategic Workshop
23/02/26 Port Pirie Cemetery Road Naming Meeting
24/02/26 Access and Inclusion Reference Group Meeting
25/02/26 Ordinary Council Meeting

## 6 QUESTIONS WITH NOTICE

### 6.1 Public Question Time

Nil

### 6.2 Members' Questions With Notice

Nil

## 7 QUESTIONS WITHOUT NOTICE

Nil

## 8 DELEGATIONS

Nil

## 9 NOTICE OF MOTION

Nil

## 10 MOTION WITHOUT NOTICE

Nil

## 11 COUNCIL COMMITTEES

### 11.1 MINUTES OF THE AUDIT & RISK MANAGEMENT COMMITTEE MEETING HELD ON 3 FEBRUARY 2026

**RESOLUTION OM 012/26**

**MOVED: Cr J Joyce**

**SECONDED: Cr J Connor**

**That the Minutes of the Audit & Risk Management Committee Meeting held on 3 February 2026 be received.**

**CARRIED**

### 11.2 MINUTES OF THE ASSET MANAGEMENT COMMITTEE MEETING HELD ON 9 FEBRUARY 2026

**RESOLUTION OM 013/26**

**MOVED: Cr M Hopgood**

**SECONDED: Cr J Keain**

**That the Minutes of the Asset Management Committee Meeting held on 9 February 2026 be received.**

**CARRIED**

**Buildings Valuation 1 July 2025**

**RESOLUTION OM 014/26**

**MOVED: Cr M Hopgood**

**SECONDED: Cr L Peters**

**That Council:**

- **note the Asset Management Committee has reviewed the valuation of the Land and Buildings Assets as at 1 July 2025, as provided by APV Valuers, with particular regard to the asset values and depreciation costs; and**
- **approve the draft Land and Buildings Valuation as at 1 July 2025 as contained in the Asset Management Committee meeting agenda for the meeting held on 9 February 2026.**

**CARRIED**

## 12 PETITIONS

Nil

## 13 MATTERS LAYING ON THE TABLE AND DEFERRED MATTERS

### 13.1 Footpath Development & Maintenance Policy

Matter adjourned pending discussion at a Workshop – October 2024 Ordinary Meeting – OM369/24.

# 14 RECOMMENDATION REPORTS

## 14.1 CHIEF EXECUTIVE OFFICER

### 14.1.1 STAMP DUTY WAIVER PETITION

**RESOLUTION OM 015/26**

**MOVED: Cr J Connor**

**SECONDED: Cr J Joyce**

**That Council provide its support to the City of Victor Harbor and promote the Stamp Duty Waiver Petition.**

**CARRIED**

## 14.2 DEVELOPMENT AND REGULATION

Nil

## 14.3 INFRASTRUCTURE

### 14.3.1 LEASE TERMINATION: RISDON TIGERS BASEBALL CLUB

**RESOLUTION OM 016/26**

**MOVED: Cr M Hopgood**

**SECONDED: Cr J Keain**

**That Council:**

- **note the current status of the lease with the Risdon Tigers Baseball Club and the ongoing vacancy and deterioration of the premises at Section 1284 Wandearah Road, Port Pirie;**
- **note the legal advice provided by Mellor Olsson Lawyers regarding Council's rights to terminate the lease;**
- **endorse proceeding with termination of the lease prior to its expiry by issuing a formal Notice of Termination of Lease in accordance with legal advice; and**
- **authorise the Chief Executive Officer, or delegate, to take all necessary actions to implement the termination, including securing the premises and managing the site for future use.**

**CARRIED**

Cr Connor declared a material interests in item 14.3.2 Main Road Plane Tree Removal in that he is the owner of the business and the building referenced and left the meeting at 6.17pm.

### 14.3.2 MAIN ROAD PLANE TREE REMOVAL

**RESOLUTION OM 017/26**

**MOVED: Cr M Hopgood**

**SECONDED: Cr L Peters**

**That Council approve the complete removal of the Plane tree located adjacent to 86/88 Main Road, Port Pirie (Pirie Embroidery), with no replacement planting, due to the tree's proximity to the building and the associated risks and impacts.**

**CARRIED**

Cr Connor returned to the meeting at 6.19pm.

### 14.3.3 ART GALLERY A CLASS AIR CONDITIONING SYSTEM VARIABLE SPEED DRIVES UPGRADE

**RESOLUTION OM 018/26**

**MOVED: Cr L Peters**

**SECONDED: Cr A Gulin**

**That Council:**

- **note the reduction of the Art Gallery's A Class ratings due the reduced efficiency of the current A Class air conditioning system Variable Speed Drives (VSD) as a result of prolonged periods of extreme heat; and**
- **approve the reallocation of $18,240 from savings identified within the Development & Regulation department air conditioning replacement design and the Solar PV Systems for Council Buildings projects to the new project for the Art Gallery A Class Air Conditioning System VSD Upgrade.**

**CARRIED**

### 14.3.4 DELIVERY OF 2025/26 CAPITAL PROJECTS - FEBRUARY UPDATE

**RESOLUTION OM 019/26**

**MOVED: Cr J Keain**

**SECONDED: Cr L Peters**

**That the Council receive the report and acknowledge the projects as detailed where issues and risks have been identified.**

**CARRIED**

## 14.4 CORPORATE AND COMMUNITY

### 14.4.1 MONTHLY FINANCIAL REPORT AS AT 31 JANUARY 2025

**RESOLUTION OM 020/26**

**MOVED: Cr J Connor**

**SECONDED: Cr M Hopgood**

**That Council:**

- **note the current year to date performance in comparison to the current budget is within acceptable limits, or there is a valid reason for a position that is outside of the expected year to date limits:**
  - **Operating Income 80%**
  - **Operating Expenses 51%**
  - **Capital Income 3%**
  - **Capital Expenses 30%**

**CARRIED**

### 14.4.2 BUDGET 2025/26 - REVIEW 2 AS AT 31 DECEMBER 2025

**RESOLUTION OM 021/26**

**MOVED: Cr M Hopgood**

**SECONDED: Cr J Joyce**

**That Council:**

1. **note the second review of the Annual Budget for 2025/26 as at 31 December 2025, with the proposed revised financial statements for the period 2025/26:**
   - **Projecting an estimated operating position of $2,133,000 deficit**
   - **Capital expenditure of $24.742 million**
   - **Capital revenue of $2.87 million; and**
2. **note the Budget Review 2 Financial Sustainability Ratios for 2025/26 are:**

| Ratio | Original Budget | Proposed Budget | LTFP Target Range |
|---|---|---|---|
| Operating Surplus Ratio | (7.7)% | (5.9)% | 1 - 5% |
| Net Financial Liabilities Ratio | 55% | 53% | 30 - 70% |
| Asset Renewal Funding Ratio | 100% | 227% | 80 - 110% |

3. **adopt the proposed revised budget for 2025/26 as the Current Budget for 2025/26.**

**CARRIED**

### 14.4.3 AUDIT AND RISK MANAGEMENT COMMITTEE QUARTERLY REPORT FEBRUARY 2026

**RESOLUTION OM 022/26**

**MOVED: Cr G Petagna**

**SECONDED: Cr L Peters**

**That Council:**

1. **Receive and note the Audit and Risk Management Committee Quarterly Report February 2026.**
2. **Endorse the 2026/27 Workplan as adopted by the Audit and Risk Management Committee at their meeting held on 3 February 2026 meeting, subject to the addition of cyber security, expansion of the abbreviations and identification of the Terms of Reference review dates being either odd or even years.**

**CARRIED**

### 14.4.4 BUSINESS PORT PIRIE – KEY PERFORMANCE INDICATOR SCHEDULE & PERFORMANCE FRAMEWORK (2025/26)

**RESOLUTION OM 023/26**

**MOVED: Cr M Hopgood**

**SECONDED: Cr J Keain**

**That Council:**

1. **endorse the Business Port Pirie Key Performance Indicator (KPI) Schedule and Performance Framework for the 2025/26 financial year (Attachment 1); and**

2. authorise the Chief Executive Officer (or delegate) to formally issue the endorsed framework to Business Port Pirie; and
3. note that future funding allocations to Business Port Pirie will be informed by performance against the endorsed KPI Schedule.

**CARRIED**

### 14.4.5 PIRIE VOICES INITIATIVE – FUTURE FUNDING AND IMPLEMENTATION PHASE

**RESOLUTION OM 024/26**

**MOVED: Cr J Connor**

**SECONDED: Cr L Peters**

**That Council:**

1. endorse continued funding of the Pirie Voices Initiative of:
   - $50,000 in the 2026/27 financial year; and
   - $50,000 in the 2027/28 financial year;
2. note the increased commitment from Preventive Health SA, totalling $160,000 across the current and 2026/27 financial years and authorises entering into the revised agreement;
3. authorise the Chief Executive Officer (or delegate) to:
   - write to existing Leadership Group partners seeking confirmation of ongoing financial and in-kind contributions,
   - invite new partners to join the Leadership Group to strengthen delivery capacity and sustainability; and
4. note that a revised partnership framework (or updated MoU) will be developed ahead of July 2026 to support the implementation phase.

**CARRIED**

### 14.4.6 SALA FESTIVAL 2026 – CULTURAL TOURISM AND COMMUNITY ACTIVATION INITIATIVE

**RESOLUTION OM 025/26**

**MOVED: Cr J Keain**

**SECONDED: Cr A Gulin**

**That Council:**

- endorse participation in SALA Festival 1 to 31 August 2026;
- approve a 2026/27 budget allocation of $15,000 to support registration rebates, programming, promotion, and engagement of local and regional creative arts facilitators across multiple Council sites, including Port Pirie, Crystal Brook and Koolunga; and
- confirm Council financial support prior to 1 March 2026 to align with SALA registration opening.

**CARRIED**

### 14.4.7 PORT PIRIE SALA WINTER FESTIVAL SPECIAL 150TH ANNIVERSAY EDITION

**RESOLUTION OM 026/26**

**MOVED: Cr M Hopgood**

**SECONDED: Cr A Gulin**

**That Council:**

- **approve a budget allocation of $160,000 in the next financial year to support grant readiness and delivery planning;**
- **endorse preparation and submission of grant applications to Festivals Australia (February 2026), for the art installation components, aligned with SALA Winter Festival and the 150th Anniversary of Port Pirie and, if time allows, to Create SA, FRRR and Music SA;**
- **endorse the delivery of the SALA Winter Festival 2026 art installation component conditional on Festivals Australia grant, and in the event that funding is not secured, approve the reallocation of the associated Council SALA Winter Festival budget to expanded free, family-friendly programming aligned with SALA and the 150th Anniversary of Port Pirie; and**
- **endorse the preparation of a three-year SALA Winter Festival Strategy for Council consideration to enable structured forward planning from 2027–2030 and support sustainable, high-quality festival delivery and allows for succession planning.**

**CARRIED**

### 14.4.8 PIRIE PROUD WALK – LIONS CLUB PROPOSAL FOR MEMORIAL PARK

**RESOLUTION OM 027/26**

**MOVED: Cr J Joyce**

**SECONDED: Cr M Hopgood**

**That Council:**

1. **endorse the Port Pirie Lions Club proposal to establish the Pirie Proud Walk at the entrance to Memorial Park, subject to relevant approvals and compliance requirements;**
2. **authorise Officers to work with the Port Pirie Lions Club to finalise project planning, signage, and installation requirements; and**
3. **note that the project will be primarily self-funded by the Lions Club, and that any further support from Council will be considered subject to approval, available resources and operational capacity.**

**CARRIED**

### 14.4.9 2028 SA COUNTRY SWIMMING CHAMPIONSHIPS – HOST CONSIDERATION

**RESOLUTION OM 028/26**

**MOVED: Cr M Hopgood**

**SECONDED: Cr J Keain**

**That Council:**

1. **resolve to host the 2028 South Australian Country Swimming Championships in Port Pirie, subject to a revised and sustainable delivery model being agreed with SwimmingSA; and**

2. **authorise the Chief Executive Officer (or delegate) to negotiate and execute a hosting agreement that:**
   - **adopts a centrally led delivery model;**
   - **clearly allocates responsibilities between SwimmingSA, Council and local stakeholders; and**
   - **confirms Council's financial commitment of $15,000 (cash) and approximately $15,000 (in-kind support).**

**CARRIED**

### 14.4.10 GATHER ROUND ROADSHOW – PORT PIRIE (SANFL/AFL ACTIVATION)

**RESOLUTION OM 029/26**

**MOVED: Cr L Peters**

**SECONDED: Cr A Gulin**

**That Council:**

1. **note the proposed Gather Round Roadshow activation to be delivered by the South Australian National Football League in Port Pirie on Saturday 14 March 2026; and**
2. **approve the waiver of applicable venue hire fees (oval and associated function space) as an in-kind contribution to support delivery of the event.**

**CARRIED**

### 14.4.11 SOUTH AUSTRALIAN MASTERS GAMES – EXPRESSION OF INTEREST (UPDATED POSITION)

**RESOLUTION OM 030/26**

**MOVED: Cr M Hopgood**

**SECONDED: Cr L Peters**

**That Council:**

1. **Note the previous report considered at the Ordinary Meeting of 28 January 2026 regarding the South Australian Masters Games 2027–2028 Expression of Interest (EOI).**
2. **Endorse the submission of an EOI to Sport SA to host the South Australian Masters Games, based on the draft presented to Elected Members at the Strategic Workshop on 25 February 2026.**
3. **Endorse the allocation of $50,000 + GST to support a competitive bid and hosting licence, should Council be successful.**
4. **Advise Sport SA in the EOI that Council is:**
   - **open to hosting the event in either 2027 or 2028; and**
   - **expresses a preference for hosting in 2028.**

**CARRIED**

## 15 INFORMATION REPORTS

### 15.1 Capital Projects Status Report

Nil

### 15.2 Chief Executive Officer

#### 15.2.1 Mayor and CEO Credit Card Expenditure – January 2026

15.2.2 Council Social Media Statistics & Insights

15.3 Development and Regulation

15.3.1 Development Applications & Statistics

15.4 Infrastructure

Nil

15.5 Corporate and Community

15.5.1 Clubs & Associations Workshop – Alcohol and Drug Foundation

## 16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

### 16.1 REQUEST FOR TENDER FOR CONTRACT 2025/180 REPLACEMENT FRONT-END LOADER

**RESOLUTION OM 031/26**

**MOVED: Cr M Hopgood**

**SECONDED: Cr G Petagna**

**Pursuant to Section 90(2) & (3)(k) of the Local Government Act 1999, the Council orders that the public, with the exception of the Chief Executive Officer; Director Corporate & Community; Director Infrastructure and Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 16.1 Request for Tender for Contract 2025/180 Replacement Front-end Loader to enable the Council to consider Item 16.1 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 16.1 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 tender pricing details disclosed in the report and information the disclosure of which would prejudice the Council's commercial position in the tender process.**

**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 OM 032/26**

**MOVED: Cr L Peters**

**SECONDED: Cr A Gulin**

**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 16.1 Request for Tender for Contract 2025/180 Replacement Front-end Loader shall be kept confidential, being documents relating to a matter dealt with by the Council on a confidential basis under Section 90(2) & (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, the disclosure of which would be unreasonable being information relating to tender pricing details disclosed in the report and information the disclosure of which would prejudice the Council's commercial position in the tender process.**

**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 their 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**

## 16.2 REQUEST FOR TENDER FOR CONTRACT 2025/187 KOOLUNGA STORMWATER DRAINAGE UPGRADE

**RESOLUTION OM 033/26**

**MOVED: Cr M Hopgood**

**SECONDED: Cr J Joyce**

**Pursuant to Section 90(2) & (3)(k) of the Local Government Act 1999, the Council orders that the public, with the exception of the Chief Executive Officer; Director Corporate & Community; Director Infrastructure and Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 16.2 Request for Tender for Contract 2025/187 Koolunga Stormwater Drainage Upgrade to enable the Council to consider Item 16.2 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 16.2 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 tender pricing details disclosed in the report and information the disclosure of which would prejudice the Council's commercial position in the tender process.**

**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 OM 034/26**

**MOVED: Cr L Peters**

**SECONDED: Cr G Petagna**

**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 16.2 Request for Tender for Contract 2025/187 Koolunga Stormwater Drainage Upgrade shall be kept confidential, being documents relating to a matter dealt with by the Council on a confidential basis under Section 90(2) & (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, the disclosure of which would be unreasonable being information relating to tender pricing details disclosed in the report and information the disclosure of which would prejudice the Council's commercial position in the tender process.**

**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 their 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**

## 16.3 REQUEST FOR TENDER FOR CONTRACT 189 PLANT EQUIPMENT - VACUUM TRUCK

**RESOLUTION OM 035/26**

**MOVED: Cr J Joyce**

**SECONDED: Cr A Gulin**

**Pursuant to Section 90(2) & (3)(k) of the Local Government Act 1999, the Council orders that the public, with the exception of the Chief Executive Officer; Director Corporate & Community; Director Infrastructure and Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 16.3 Request for Tender for Contract 189 Plant Equipment - Vacuum Truck to enable the Council to consider Item 16.3 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 16.3 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 tender pricing details disclosed in the report and information the disclosure of which would prejudice the Council's commercial position in the tender process.**

**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 OM 036/26**

**MOVED: Cr M Hopgood**

**SECONDED: Cr L Peters**

**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 16.3 Request for Tender for Contract 189 Plant Equipment - Vacuum Truck shall be kept confidential, being documents relating to a matter dealt with by the Council on a confidential basis under Section 90(2) & (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, the disclosure of which would be unreasonable being information relating to tender pricing details disclosed in the report and information the disclosure of which would prejudice the Council's commercial position in the tender process.**

**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 their 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**

## 16.4 SD CAPUTO & SONS PTY LTD - LEASE RENEWAL

**RESOLUTION OM 037/26**

**MOVED: Cr G Petagna**

**SECONDED: Cr J Joyce**

**Pursuant to Section 90(2) & (3)(b) of the Local Government Act 1999, the Council orders that the public, with the exception of the Chief Executive Officer; Director Corporate & Community; Director Infrastructure and Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 16.4 SD Caputo & Sons Pty Ltd - Lease Renewal 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 information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the Council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the Council; and information the disclosure of which would, on balance, be contrary to the public interest, the disclosure of which would be unreasonable information being information relating to commercial lease negotiations.**

**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 OM 038/26**

**MOVED: Cr J Connor**

**SECONDED: Cr G Petagna**

**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 SD Caputo & Sons Pty Ltd - Lease Renewal shall be kept confidential, being documents relating to a matter dealt with by the Council on a confidential basis under Section 90(2) & (3)(b) of the Act on the grounds that the documents relate to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the Council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the Council; and information the disclosure of which would, on balance, be contrary to the public interest, the disclosure of which would be unreasonable being information relating to commercial lease negotiations.**

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

**Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or their 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**

## 16.5 COUNCIL LAND: 161-165 THREE CHAIN ROAD, PORT PIRIE SOUTH

**RESOLUTION OM 039/26**

**MOVED: Cr G Petagna**

**SECONDED: Cr J Joyce**

**Pursuant to Section 90(2) & (3) of the Local Government Act 1999, the Council orders that the public, with the exception of the Chief Executive Officer; Director Corporate & Community; Director Infrastructure and Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 16.5 Council Land: 161-165 Three Chain Road, Port Pirie South 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 information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the Council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the Council; and information the disclosure of which would, on balance, be contrary to the public interest, the disclosure of which would be unreasonable information being information relating to commercially sensitive sale, valuation and liability information, the disclosure of which could prejudice Council's commercial position.**

**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 OM 040/26**

**MOVED: Cr J Connor**

**SECONDED: Cr G Petagna**

**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 Council Land: 161-165 Three Chain Road, Port Pirie South shall be kept confidential, being documents relating to a matter dealt with by the Council on a confidential basis under Section 90(2) & (3)(b) of the Act on the grounds that the documents relate to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the Council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the Council; and information the disclosure of which would, on balance, be contrary to the public interest, the disclosure of which would be unreasonable being information relating to commercially sensitive sale, valuation and liability information, the disclosure of which could prejudice Council's commercial position.**

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

**Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or their 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**

## 16.6 UPDATE ON NEGOTIATIONS - DEVELOPMENT OPTIONS PORT PIRIE RIVERFRONT PRECINCT

**RESOLUTION OM 041/26**

**MOVED: Cr G Petagna**

**SECONDED: Cr L Peters**

**Pursuant to Section 90(2) & (3) of the Local Government Act 1999, the Council orders that the public, with the exception of the Chief Executive Officer; Director Corporate & Community; Director Infrastructure and Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 16.6 Update on Negotiations - Development Options Port Pirie Riverfront Precinct 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 or matter relating to Item 16.6 which is information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the Council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the Council; and information the disclosure of which would, on balance, be contrary to the public interest, the disclosure of which would be unreasonable information on the basis that negotiations are still ongoing.**

**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 OM 042/26**

**MOVED: Cr G Petagna**

**SECONDED: Cr L Peters**

**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 16.6 Update on Negotiations - Development Options Port Pirie Riverfront Precinct shall be kept confidential, being documents relating to a matter dealt with by the Council on a confidential basis under Section 90(2) & (3)(b) of the Act on the grounds that the documents relate to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the Council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the Council; and information the disclosure of which would, on balance, be contrary to the public interest, the disclosure of which would be unreasonable on the basis that negotiations are still ongoing.**

**This order shall operate until the matter is finalised or the execution of development agreements.**

**Pursuant to Section 91(9)(c) of the Local Government Act 1999, the Council delegates to the Chief Executive Officer (or their 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**

## 16.7 NYRSTAR DEED OF SETTLEMENT FIRST VARIATION - STREET SWEEPING AGREEMENT

**RESOLUTION OM 043/26**

**MOVED: Cr L Peters**

**SECONDED: Cr J Connor**

**Pursuant to Section 90(2) & (3)(h) of the Local Government Act 1999, the Council orders that the public, with the exception of the Chief Executive Officer; Director Corporate & Community; Director Infrastructure and Executive Assistant be excluded from attendance at that part of this meeting relating to Agenda Item 16.7 Nyrstar Deed of Settlement First Variation - Street Sweeping Agreement to enable the Council to consider Item 16.7 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 information or matter relating to Item 16.7 which is legal advice provided by Council's Lawyers.**

**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 OM 044/26**

**MOVED: Cr A Gulin**

**SECONDED: Cr L Peters**

**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 16.7 Nyrstar Deed of Settlement First Variation - Street Sweeping Agreement shall be kept confidential, being documents relating to a matter dealt with by the Council on a confidential basis under Section 90(2) & (3)(h) of the Act on the grounds that the documents relate to legal advice provided by Council's Lawyers.**

**This order shall operate 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 their 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**

Pursuant to Section 120(1) of the Local Government Act 1999 CEO C Davey declared an interest in item 16.8 Chief Executive Officer Performance Review Committee Meeting 10 February 2026 – Chief Executive Officer 2025/26 KPIs – Progress Report in that he is the subject of this Committee and left the meeting at 6.38pm.

## 16.8 CEO PERFORMANCE REVIEW COMMITTEE MEETING 10 FEBRUARY 2026 – CHIEF EXECUTIVE OFFICER 2025/26 KEY PERFORMANCE INDICATORS – PROGRESS REPORT

**RESOLUTION OM 045/26**

**MOVED: Cr M Hopgood**

**SECONDED: Cr L Peters**

**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 16.8 CEO Performance Review Committee Meeting 10 February 2026 – Chief Executive Officer 2025/26 KPIs – Progress Report to enable the Council to consider Item 16.8 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 16.8:**

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

**being matters related to the terms and conditions of the employment contract for the Chief Executive Officer.**

**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 OM 046/26**

**MOVED: Cr G Petagna**

**SECONDED: Cr J Connor**

**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 16.8 CEO Performance Review Committee Meeting 10 February 2026 – Chief Executive Officer 2025/26 KPIs – Progress Report 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 matters related to the terms and conditions of the employment contract for the Chief Executive Officer.**

**This order shall operate for a period of five (5) years.**

**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.**

**The 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**

## 17 NEXT MEETING

To be held in the Council Chambers on Wednesday 25 March 2026 at 6.00pm.

## 18 MEETING CLOSURE

The meeting closed at 7.47pm.

PRESIDING MEMBER

**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 FEBRUARY 2026.**

## 16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

### 16.8 CEO PERFORMANCE REVIEW COMMITTEE MEETING 10 FEBRUARY 2026 - CHIEF EXECUTIVE OFFICER 2025/26 KPIS – PROGRESS REPORT

**RESOLUTION COM 010/26**

**MOVED: Cr J Joyce**

**SECONDED: Cr J Keain**

**That the Minutes of the CEO Performance Review Committee meeting held on 10 February 2026 be received.**

**CARRIED**

**RESOLUTION COM 011/26**

**MOVED: Cr M Hopgood**

**SECONDED: Cr G Petagna**

**That Council note:**

- **the Committee is satisfied with the progress of the Chief Executive Officer's 2025/26 KPIs; and**
- **the Chief Executive Officer will provide a written KPI update report to the next Committee meeting on 14 April 2026.**

**CARRIED**

**PRESIDING MEMBER**

# ORDINARY MEETING OF COUNCIL

# 25 March 2026

**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.

**Chris Davey**
**Chief Executive Officer**
20 March 2026

# AGENDA

**16 Items for Consideration as to Confidentiality ..... 3**

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# 16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

## 16.1 RIVERGLEN CROSSING UPGRADE

**Author:** **Angie Finlay, Project Manager**

**Authoriser:** **Trevor Cugley, Director Infrastructure**

**File Reference:** **2024.1948**

| | | | | |
|---|---|---|---|---|
| **Timeframe**: | 2025/2026 | | | |
| **Budget Impact:** | Transfer of budget funds | | | |
| **Risk Assessment:** | **Primary Risk Type(s):** | | Financial / Infrastructure | |
| | **Inherent Risk:** | **Likelihood** | **Consequence** | **Rating** |
| | | Possible | Minor | Low |
| | **Controls:** | ▪ Ensure that quotes and contracts are adhered to. | | |
| | **Residual Risk:** | Unlikely | Minor | 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 approve the reallocation of $35,950 from the surplus funds of the discontinued Merriton Bridge Project to be utilised for the Riverglen Crossing upgrade works.**

**EXECUTIVE SUMMARY**

At the Ordinary Meeting of Council held on 23 July 2025, Council endorsed a recommendation to explore viable alternatives to constructing a new floodway at the Merriton Bridge site. In response, further analysis has been undertaken to assess the feasibility and associated costs of realigning the Riverglen Crossing as an alternative solution.

The investigation demonstrates that realigning the Riverglen Crossing has the potential to significantly enhance the performance, reliability, and flood resilience of this section of the road network. The assessment includes detailed cost estimates for the proposed realignment works, enabling a direct comparison with the previously considered floodway option at Merriton Bridge.

This additional information provides Council with a clearer understanding of the financial and functional implications of pursuing the Riverglen Crossing realignment, ensuring that future decisions are based on a comprehensive evaluation of cost, engineering performance, and long-term network benefits.

**CONSULTATION UNDERTAKEN**

Community members who participated in the original Merriton Bridge consultation survey were re-engaged to discuss the alternative option of undertaking improvement works along Riverglen Road. This follow-up engagement ensured that stakeholders previously involved in the decision-making process were informed of the potential shift in approach and provided with an opportunity to offer feedback on the realignment option.

Discussions focused on explaining the purpose and anticipated benefits of the Riverglen Road improvements, particularly in relation to road safety, connectivity, and flood resilience. Feedback received through this engagement has helped to clarify community expectations and inform the comparative assessment between the Merriton Bridge floodway proposal and the Riverglen Crossing realignment.

## DISCUSSION

At the July 2025 Ordinary Meeting of Council, a report was presented advising that the Merriton Bridge Replacement Project was no longer feasible and could not be delivered within the required technical, financial, and environmental parameters. The report sought Council approval to explore alternative options that could continue to support community access and connectivity in the Merriton area.

In considering these alternatives, Council resolved as follows:

*That Council:*

- *note the further information provided by FMG Engineering in relation to alternate design methods and locations;*
- *endorse the engagement with community members who previously undertook the community survey to investigate the suitability of the alternative access via the floodway on Riverglen Road;*
- *agree that if the proposed alternative option on Riverglen Road is considered as a viable solution by the community, to proceed with the necessary maintenance works;*
- *endorse that the current project for the replacement of the Merriton Bridge be cancelled with further design or works to proceed; and*
- *approve the reallocation of the surplus funding allocated to this project back into the Capital Works Fund for use in the suggested alternative works and projects in this and future years (subject to further Council approval).*

This resolution provided a clear direction for Administration to investigate the Riverglen Crossing upgrade as a practical alternative to the previously proposed Merriton Bridge works. Following this, targeted re-engagement was undertaken with the affected community to ensure transparency, to explain the rationale for the revised approach, and to seek views on the suitability and anticipated benefits of the Riverglen Road option.

Subsequent site surveys and engineering assessments have identified a series of upgrade works required to improve safety, vehicle manoeuvrability, and overall road performance at the Riverglen Crossing. These works include:

- **Northern end improvements:** excavation and regrading of the existing road to reduce the incline, reshaping of road batters, thereby facilitating safer use by heavy vehicles and large agricultural machinery.
- **Southern end improvements:** and targeted vegetation trimming to improve sightlines and traffic safety.

The recommended upgrade works are proposed to be undertaken is a contract value of **$35,950.**

As the Merriton Bridge project has been formally discontinued, it is proposed that surplus funds from that project be transferred from the Capital Works budget to fund the Riverglen Crossing upgrades. This approach ensures that the originally allocated budget continues to support improved transport outcomes for the region, consistent with community expectations and Council's infrastructure objectives.

## ATTACHMENTS

**Nil**

## 16.2 RFT FOR CONTRACT 310 NEW KERBING PROGRAM

**Author:** **Alan Bennett, Project Manager**

**Authoriser:** **Trevor Cugley, Director Infrastructure**

**File Reference:** **2025.1922**

| | | | | |
|---|---|---|---|---|
| **Timeframe**: | 2025/26 FY | | | |
| **Budget Impact:** | Nil | | | |
| **Risk Assessment:** | **Primary Risk Type(s):** | | Financial / Infrastructure | |
| | **Inherent Risk:** | **Likelihood** | **Consequence** | **Rating** |
| | | Possible | Moderate | Medium |
| | **Controls:** | • Sound project management and procurement framework in place.<br>• 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 3.2.1** | Township road networks support pedestrian, cycle and vehicle use. |

**RECOMMENDATION**

**That Council:**

- **award a contract to Denco Civil Pty Ltd for the installation of New Kerb in the Port Pirie and Crystal Brook townships in accordance with the documents submitted in response to Request for Tender for Contract 2025/310 New Kerb Program for the amount of $111,444.30 (excluding GST);**
- **delegate authority to the Chief Executive Officer, in consultation with the Manager Operations and Projects & Procurement Coordinator, to approve increases in the contract scope of work up to the value of 8% of the contract sum while not exceeding the total endorsed budget amount for the 2025/26 New Kerbing Program; and**
- **delegate authority to the Chief Executive Officer to sign all documentation to give effect to this resolution.**

**EXECUTIVE SUMMARY**

Council has allocated funds in its 2025/26 Capital Works Budget for the installation of new kerb sections at Hopkins Street, Port Pirie, and Bowman Street, Crystal Brook.

The specifications were prepared, and a selected tender process was conducted to engage contractors for the installation of new rollover kerb in Hopkins Street and Bowman Street to assist with road establishment and water runoff from the roads.

**DISCUSSION**

Council has allocated funds in its 2025/26 Capital Works Budget for the installation of new kerb at Hopkins Street, Port Pirie and Bowman Street, Crystal Brook. The purpose of this report is to seek approval with supporting information to enable the awarding of the RFT for Contract 2025/310– New Kerb Program.

**PROPOSED WORKS**

The scope of works includes the installation of rollover kerb on:

- Hopkins Street, Port Pirie – Armour Street to York Road, 60 meters left hand side and 170 meters right hand side.
- Bowman Street, Crystal Brook – Busbridge Road to 250 meters West, right hand side.

**TERM OF CONTRACT**

Once off.

**TENDER ASSESSMENT**

Request for Tender documentation was sent to five (5) companies known as specialists in kerb works.

At the closing time of tenders of 2pm Tuesday 27 January 2026, three (3) tender submissions were received as follows:

| **Tenderer** | **Tendered Price $ (excluding GST)** |
|---|---|
| Denco Civil Pty Ltd | $ 111,440.30 |
| Caddy Earthworks Pty Ltd | $ 158,539.83 |
| Minipave Pty Ltd | $ 131,300.00 |

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:

| | |
|---|---|
| Work Health & Safety | 10% |
| Experience | 20% |
| Implementation/Delivery Schedule | 10% |
| Price | 60% |
| **TOTAL** | **100%** |

The tenders were evaluated by Alan Bennett, Project Manager.

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**

Denco Civil Pty Ltd offers the best overall value, providing the lowest price along with sufficient experience and resources to complete the work. Minipave provided job-specific WHS documents,

use of a kerb machine for improved quality and efficiency and submitted a mid-range price. Caddy Earthworks relies on generic WHS procedures, completes all kerb work manually, and submitted the highest price. It is recommended that Denco Civil Pty Ltd be awarded the contract to complete the new kerb program.

**TIMING AND BUDGET**

Total funding of $120,000.00 has been allocated to New Kerb Program in the 2025/26 Capital Works Budget. This proposed scope of works to be funded from this budget is as follows:

- Hopkins Street, Port Pirie
- Bowman Street, Crystal Brook

Should Council agree to the recommendation, the preferred tenderer will be engaged, and works will be programmed to be completed by 1st June, subject to favourable weather conditions.

**TENDER SUMMARY**

| Criteria | Weighting | Denco Civil Pty Ltd | Caddy Earthworks Pty Ltd | Minipave Pty Ltd |
|---|---|---|---|---|
| Works Health & Safety and Risk Management. | 10% | Submitted a set of generic Safe Work Method Statements (SWMS). These documents address common construction hazards but are not specifically tailored to the scope of works or site conditions. | Relies primarily on internal WHS systems and procedures. Limited project-specific documentation was provided. | Provided job-specific SWMS, including WHS, Quality and Environmental (WHSQ&E) considerations. Documentation demonstrates a clear understanding of the project risks. |
| Experience. | 20% | Has previously delivered kerb construction works for council projects. | Has undertaken kerb construction works previously, however all works have been completed manually. | Has successfully completed kerb works for council projects in the past, indicating strong capability and compliance with council specifications and construction standards. |
| Implementation/Delivery Schedule | 25% | Confirmed capacity and resources to deliver the works within the required timeframe. | Confirmed capacity and resources to deliver the works within the required timeframe. | Demonstrated the ability to deliver within the nominated timeframe |
| Price | 45% | Submitted the lowest-cost tender, representing the best value from a purely financial perspective. | Submitted the highest-cost tender, reducing competitiveness when compared. | Submitted a mid-range price, balancing cost efficiency with demonstrated capability. |
| General Comments | 100% | Works need extra contractor monitoring.<br>Kerb Machine to complete works | All kerb works are proposed to be completed entirely by hand, which may impact productivity, consistency of finish, and schedule certainty. | Utilises a kerb machine, improving efficiency, consistency, and overall quality of the finished product, while reducing manual handling risks. |

## TENDER SCORING MATRIX

| ITEM | DESCRIPTION | WEIGHTING % | Denco Civil Pty Ltd | | Caddy Earthworks Pty Ltd | | Minipave Pty Ltd | |
|---|---|---|---|---|---|---|---|---|
| | Evaluation Criteria | | Score (out of 5) | | Score (out of 5) | | Score (out of 5) | |
| | **LUMPS SUM TENDER VALUE EXCL GST** | | **$** | **111,444.30** | **$** | **158,539.83** | **$** | **131,300.00** |
| 1 | Works Health & Safety and Risk Management | 10% | 3 | 6.00 | 2 | 4.00 | 4 | 8.00 |
| 5 | Experience | 20% | 3 | 12.00 | 3 | 12.00 | 3 | 12.00 |
| 7 | Implementation/Delivery Schedule | 10% | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 |
| 10 | Price | 60% | 3.6 | 43.20 | 2 | 24.00 | 2.9 | 34.80 |
| | TOTAL SCORE INCLUDING PRICE | **100%** | 67.20 | | 46.00 | | 60.80 | |
| | **TOTAL RANK INCLUDING PRICE** | | **1** | | **3** | | **2** | |
| | *TOTAL SCORE EXCLUDING PRICE* | | *24.00* | | *22.00* | | *26.00* | |
| | ***TOTAL RANK EXCLUDING PRICE*** | | ***2*** | | ***3*** | | ***1*** | |

## ATTACHMENTS

**Nil**

## 16.3 RFT FOR CONTRACT 190 – PLANT EQUIPMENT – HOOK TRUCK

**Author:** **Alan Bennett, Project Manager**

**Authoriser:** **Trevor Cugley, Director Infrastructure**

**File Reference:** **2025.1956**

| | | | | |
|---|---|---|---|---|
| **Timeframe**: | 2025/26 FY | | | |
| **Budget Impact:** | Nil | | | |
| **Risk Assessment:** | **Primary Risk Type(s):** | | Service Delivery | |
| | **Inherent Risk:** | **Likelihood** | **Consequence** | **Rating** |
| | | Possible | Moderate | Medium |
| | **Controls:** | ▪ Tender process to provide best operational outcome.<br>▪ Sound procurement process. | | |
| | **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 award a contract to CMI Truck Centre Adelaide for the delivery of a hook truck in accordance with the documents submitted in response to Request for Tender for Contract 2025/190 – Plant Equipment – Hook Truck for the amount of $361,906.97 (excluding GST).**

**EXECUTIVE SUMMARY**

Council has allocated $370,000 (ex GST) in its 2025/26 Capital Works Budget Plant Replacement Program – Loaders and Trucks as part of its 10-year program. These funds are allocated towards replacing the current waste transfers Giga truck that is used to cart waste and material to and from council location.

A Request for Tender process was undertaken for the engagement of a dealership to supply a hook truck. This report provides details of this and the recommendation to award a contract for the purchase of equipment.

**DISCUSSION**

Council has allocated $370,000 (excluding GST) in its 2025/26 Capital Works Budget under the Plant Replacement Program – Loaders and Trucks, as part of Council's 10-Year Fleet Program. These funds are allocated for the replacement of the existing waste transfer Giga truck, which is currently used to transport waste and materials to and from various Council facilities.

The proposed replacement vehicle would be a hook-lift truck capable of lifting and transporting skip bins. The introduction of a hook-lift system would allow skip bins to be strategically positioned across the Council region (Crystal Brook, Red Hill and Koolunga) and efficiently transported back to the Waste Transfer Station once full. This approach would improve operational flexibility, reduce manual handling risks, and enhance the overall efficiency of Council's waste and material handling and transfer operations.

This report outlines the tender evaluation process conducted for the purchase of the plant equipment, including assessment criteria, submissions received, and the recommended supplier based on best overall value to Council.

## PROPOSED WORKS

Replacement of the Giga Truck located at the Waste Transfer Station for a Hook Truck.

## TERM OF CONTRACT

The term of the contract is for a once-off purchase.

## TENDER ASSESSMENT

Request for Tender documentation was uploaded to SA Tenders to reach all possible interested dealerships.

At the closing time of tenders of 2pm Tuesday 10 February 2026, four (4) tender submissions were received as follows:

| **Tenderer** | **Tendered Price $ (excluding GST)** |
|---|---|
| South Central Truck & Bus Pty Ltd | $ 410,622.50 |
| CMI Truck Centre Adelaide | $ 361,906.97 |
| Allquip Truck Tanks Pty Ltd | $ 338,358.50 |
| Routleff Motor Bodies Pty Ltd | $ 423,958.00 |

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.

Non-Conforming Quote

Allquip Truck Tanks Pty Ltd submitted a three-page written submission in response to the pre-qualification requirements; however, no formal supporting documentation was provided as required under the pre-qualification criteria.

Allquip is located interstate, which creates logistical problems when managing delivery and transport.

As the mandatory pre-qualification documentation was not provided, the submission could not be adequately assessed against the stated requirements and therefore did not meet the pre-qualification criteria.

## QUALITATIVE ASSESSMENT

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

| | |
|---|---|
| Works Health & Safety and Risk Management | 10% |
| Specification Adherence | 20% |

| | |
|---|---|
| Implementation / Delivery | 10% |
| Warranty | 10% |
| Price | 50% |
| **TOTAL** | **100%** |

The tenders were evaluated by:

- Alan Bennett – Project Manager
- Derek Fidge – Depot Supervisor.
- Scott Groeschel – Mechanic

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 evaluation assessed submissions from CMI Truck Centre Adelaide, South Central Truck & Bus Pty Ltd, and Routleff Motor Bodies Pty Ltd against the nominated evaluation criteria.

CMI Truck Centre Adelaide submitted a well-structured and comprehensive proposal that fully met the technical specifications, demonstrated appropriate WHS documentation, provided strong warranty coverage, and confirmed a clear delivery timeframe. Importantly, the submission was priced within the approved budget, resulting in the best outcome for Council.

South Central Truck & Bus Pty Ltd provided a technically compliant submission and demonstrated flexibility by offering multiple truck options. However, the submission was priced above budget, and delivery timing could not be confirmed due to the range of options presented, reducing certainty around implementation.

Routleff Motor Bodies Pty Ltd delivered a high-quality and well-documented submission that met all specification and safety requirements. Despite the strong technical response, the proposal was over budget and carried a longer delivery timeframe.

When considering compliance, risk, delivery certainty, warranty, and cost, CMI Truck Centre Adelaide achieved the strongest overall assessment outcome benefiting Councils requirements.

**TIMING AND BUDGET**

Total funding of $370,000 ex GST has been allocated to Plant Replacement Program – Loaders and Trucks in the 2025/26 Capital Works Budget. This proposed scope of works to be funded from this budget.

Should Council agree to the recommendation, the preferred tenderer will be engaged, and works will be programmed to be completed by June, subject to build times.

**TENDER SUMMARY**

| Criteria | Weighting | CMI Truck Centre Adelaide | South Central Truck & Bus Pty Ltd | Routleff Motor Bodies Pty Ltd |
|---|---|---|---|---|
| Works Health & Safety and Risk Management. | 10% | Provided detailed truck schematics and supporting documentation demonstrating compliance with WHS requirements. | Submitted well-documented vehicle safety and compliance information. | Comprehensive vehicle documentation submitted, including full specifications and all control components. Safe operating procedures to be supplied upon delivery if awarded. |
| Specifications Adherence | 20% | Vehicle supplied to specification. Well-specified hook-lift mechanism capable of lifting a fully loaded bin. | Met specification requirements and supplied three alternative truck options for consideration. | Well documented submission that meets all specified requirements. |
| Implementation/Delivery Schedule | 10% | Estimated delivery timeframe of September. | Trucks currently in stock; no confirmed delivery date due to multiple options provided. | Twelve (12) weeks from time of order, subject to prior sale. |
| Warranty | 10% | Standard warranty of 3 years / 500,000 km. Engine component warranty of 5 years / 750,000 km. | Standard warranty of 3 years / 500,000 km. | Hydratrap (2 years), Multilift (2 years), Vehicle (3 years / 500,000 km |
| Price | 50% | Priced within allocated budget. | Priced over budget | Priced over budget. |
| General Comments | 100% | Overall, a well-submitted and comprehensive proposal that meets all requirements and aligns with budget constraints. | Technically compliant submission; however, pricing exceeds budget and delivery timeframe is uncertain. | Strong technical submission with clear compliance; however, pricing exceeds budget and delivery timeframe is longer. |

**TENDER SCORING MATRIX**

| ITEM | DESCRIPTION | WEIGHTING % | CMI Truck Centre Adelaide | | South Central Truck & Bus Pty Ltd | | Routleff Motor Bodies Pty Ltd | |
|---|---|---|---|---|---|---|---|---|
| | Evaluation Criteria | | Score (out of 5) | | Score (out of 5) | | Score (out of 5) | |
| | **LUMPS SUM TENDER VALUE EXCL GST** | | **$** | **361,906.97** | **$** | **410,622.50** | **$** | **423,958.00** |
| 1 | Works Health & Safety and Risk Management | 10% | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 |
| 2 | Adherence to Specification | 20% | 3 | 12.00 | 3 | 12.00 | 3 | 12.00 |
| 7 | Implementation/Delivery Schedule | 10% | 3 | 6.00 | 2 | 4.00 | 4 | 8.00 |
| 9 | Warranty | 10% | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 |
| 10 | Price | 50% | 2.8 | 28.00 | 2.2 | 22.00 | 2 | 20.00 |
| | TOTAL SCORE INCLUDING PRICE | **100%** | 58.00 | | 50.00 | | 52.00 | |
| | **TOTAL RANK INCLUDING PRICE** | | **1** | | **3** | | **2** | |
| | *TOTAL SCORE EXCLUDING PRICE* | | *30.00* | | *28.00* | | *32.00* | |
| | ***TOTAL RANK EXCLUDING PRICE*** | | ***2*** | | ***3*** | | ***1*** | |

**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 25 MARCH 2026.**

## 16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

### 16.1 RIVERGLEN CROSSING UPGRADE

**RESOLUTION COM 012/26**

**MOVED: Cr M Hopgood**

**SECONDED: Cr J Keain**

**That Council approve the reallocation of $35,950 from the surplus funds of the discontinued Merriton Bridge Project to be utilised for the Riverglen Crossing upgrade works.**

**CARRIED**

### 16.2 RFT FOR CONTRACT 310 NEW KERBING PROGRAM

**RESOLUTION COM 013/26**

**MOVED: Cr M Hopgood**

**SECONDED: Cr J Connor**

**That Council:**

- **award a contract to Denco Civil Pty Ltd for the installation of New Kerb in the Port Pirie and Crystal Brook townships in accordance with the documents submitted in response to Request for Tender for Contract 2025/310 New Kerb Program for the amount of $111,444.30 (excluding GST);**
- **delegate authority to the Chief Executive Officer, in consultation with the Manager Operations and Projects & Procurement Coordinator, to approve increases in the contract scope of work up to the value of 8% of the contract sum while not exceeding the total endorsed budget amount for the 2025/26 New Kerbing Program; and**
- **delegate authority to the Chief Executive Officer to sign all documentation to give effect to this resolution.**

**CARRIED**

### 16.3 RFT FOR CONTRACT 190 – PLANT EQUIPMENT – HOOK TRUCK

**RESOLUTION COM 014/26**

**MOVED: Cr J Keain**

**SECONDED: Cr G Petagna**

**That Council award a contract to CMI Truck Centre Adelaide for the delivery of a hook truck in accordance with the documents submitted in response to Request for Tender for Contract 2025/190 – Plant Equipment – Hook Truck for the amount of $361,906.97 (excluding GST).**

**CARRIED**

**PRESIDING MEMBER**

**CEO PERFORMANCE REVIEW COMMITTEE**
Mayor L Stephens and Cr L Peters (Chairperson),
Deputy Mayor Cr A Zubrinich and Cr K Jackson

Council Officers
Chris Davey, Chief Executive Officer
Kate Carmody, Executive Assistant (Minutes)

Notice is hereby given that a **CEO Performance Review Committee Meeting** will be held on **Tuesday, 14 April 2026 at 5.30pm** in the Mayor's Office, Port Pirie Regional Council Administration Office, 115 Ellen Street, Port Pirie.

**Chris Davey**
**CHIEF EXECUTIVE OFFICER**
10 April 2026

# 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 February 2026

**MOVED** **SECONDED**

**That the Minutes of the CEO Performance Review Committee meeting held on 10 February 2026 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 2025/26 KPIs – Progress 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 C Davey, 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 2025/26 KPIs – Progress 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 matters related to the terms and conditions of the employment contract for the Chief Executive Officer.**

**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, related attachments, discussion and minutes relating to agenda item 5.1 Chief Executive Officer 2025/26 KPIs – Progress 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 matters related to the terms and conditions of the employment contract for the Chief Executive Officer.**

**This order shall operate for a period of 12 months or until any sensitive matters referred to in the Progress Report are finalised.**

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

**The Committee 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.**

5.2 Consideration of Probation Period Outcome

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 C Davey, Chief Executive Officer and K Carmody, Executive Assistant be excluded from attendance at that part of this meeting relating to agenda item 5.2 Consideration of Probation Period Outcome 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 matters related to the terms and conditions of the employment contract for the Chief Executive Officer.**

**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, related attachments, discussion and minutes relating to agenda item 5.2 Consideration of Probation Period Outcome 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 matters related to the terms and conditions of the employment contract for the Chief Executive Officer.**

**This order shall operate for a period of 12 months after the cessation of the CEO's employment with the Council, on the basis that the matter relates to the negotiations and details of the contractual employment arrangements and performance of an employee and disclosure may breach a duty of confidence owed to the employee and result in the unreasonable disclosure of information concerning the personal affairs of the employee.**

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

**The Committee 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.**

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 TUESDAY 10 FEBRUARY 2026 AT 5.35PM IN THE MAYOR'S OFFICE, 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

Deputy Mayor Cr A Zubrinich and Crs L Peters (Chairperson) and K Jackson

C Davey, Chief Executive Officer and K Carmody, Executive Assistant (Minutes)

1.2 Apologies

Nil

1.3 Leave of Absence

His Worship the Mayor L Stephens

1.4 Non-Attendance

Nil

2.0 CONFIRMATION OF MINUTES:

2.1 CEO Performance Review Committee Meeting 24 November 2025

**MOVED Cr Zubrinich SECONDED Cr Jackson**

**CE01/26 That the Minutes of the CEO Performance Review Committee meeting held on 24 November 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 2025/26 KPIs – Progress Report Pursuant to Section 90(3)(a)

**MOVED Cr Jackson SECONDED Cr Zubrinich**

**CE02/26 Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of C Davey, 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 2025/26 KPIs – Progress 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 matters related to the terms and conditions of the employment contract for the Chief Executive Officer.**

**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**

**MOVED Cr Jackson SECONDED Cr Zubrinich**

**CE03/26** **That the Committee advise Council it is satisfied with the progress of the Chief Executive Officer's 2025/26 KPIs.**

**That the Chief Executive Officer provide a written KPI update report to be included in the next Committee meeting agenda and that the next meeting be held on 14 April 2026 at 5.30pm.**

**CARRIED**

6.0 NEXT MEETING: Tuesday 14 April 2026 at 5.30pm.

7.0 CLOSURE: The meeting closed at 5.54pm.

_____

**CHAIRPERSON**

**MEETING: CEO Performance Review Committee**
**DATE: 14 April 2026**

**DEPARTMENT: Office of the Chief Executive**
**OFFICER: Chris Davey, Chief Executive Officer**

| | |
|---|---|
| **REPORT ITEM:** | **5.1** |
| **REPORT TITLE:** | **CHIEF EXECUTIVE OFFICER 2025/26 KPIS – PROGRESS REPORT** |

## DISCUSSION

### Purpose and Background
This report is provided to the CEO Performance Review Committee in accordance with Council's CEO Performance Management Framework and the Committee's role in monitoring progress against agreed CEO performance objectives. The report outlines key leadership activities, performance outcomes, and organisational initiatives undertaken during the review period. It is intended to support the Committee's assessment of CEO performance, continuity of governance, and organisational capacity building.

### Relationship with the Mayor and Elected Members
The CEO has developed and maintained a positive, constructive, and proactive working relationship with the Mayor and all Elected Members. This relationship has been built over time and strengthened through trust, open communication, and a shared commitment to good governance and community outcomes. Regular engagement, transparency in advice, and responsiveness to concerns have supported informed decision-making and a respectful, high-functioning governance environment.

### Acting and Substantive Chief Executive Officer Responsibilities
During Council's recruitment process to fill the vacant CEO position, the Director of Development and Regulation was appointed Acting Chief Executive Officer from July 2025 and subsequently substantively appointed to the CEO role from October 2025 to the present. Throughout this entire period, the CEO has concurrently undertaken the full responsibilities of both Director and CEO roles, ensuring continuity of leadership, organisational stability, and uninterrupted delivery of statutory, operational, and strategic functions.

### Additional CEO KPI Requirements
Upon substantive appointment, the CEO assumed responsibility for additional KPIs adopted by Council for the remainder of the 2025/26 performance period. These requirements were delivered alongside ongoing operational and executive responsibilities, demonstrating the CEO's capacity to integrate expanded performance expectations while maintaining service delivery and organisational continuity.

### Mentoring and Capability Development of Directors
The CEO has provided structured mentoring to two newly appointed Directors, one without Local Government experience and one without previous senior Director experience. Mentoring has focused on governance obligations, leadership expectations, statutory frameworks, and executive decision-making, supporting effective transition into their roles and strengthening overall executive capability.

### Implementation of CEO Succession Framework
As part of implementing the CEO succession framework, the CEO has made transparent structural changes at Manager and Coordinator levels. This has included reclassifying

Coordinator People and Culture to Manager People and Culture, permanently appointing the Acting Corporate Manager, and permanently appointing the Acting WHS Coordinator. These actions strengthen leadership continuity, clarify accountability, and build sustainable organisational capacity.

**Continuation of Strategic and Legacy Matters**
The CEO has actively progressed complex matters remaining from the previous CEO's tenure, including the Nyrstar sweeping deed, Bentley and Yacht Club EOIs, the Sustech matter, the Samaras land purchase, and the Globe Oval EOI. These matters require detailed governance, legal, and stakeholder oversight and continue to be managed in alignment with Council objectives and risk management principles.

**Psychosocial Staff Survey – Key Findings**
An independent psychosocial staff survey and gap analysis has been completed, providing a clear evidence base for future action. The findings identify positive foundations alongside areas for improvement, including workload management, leadership consistency, consultation during change, and proactive wellbeing engagement. The outcomes position Council to pursue targeted and structured improvements in organisational wellbeing.

**Leadership Development and Organisational Capacity Building**
Ongoing leadership exposure has been provided within the Development, Regulation and Environmental Services Department through higher duties opportunities for suitable staff. These initiatives, together with the introduction of trainees into the workplace, support a deliberate *grow-our-own* approach to workforce development. Combined with further refinement of the organisational leadership structure, this approach reinforces internal succession pathways, builds organisational capability and develops a sustainable pipeline of skilled employees and future leaders.

**Employee Performance Management and Conduct**
The CEO has overseen the performance management of employees where concerns have been identified, ensuring matters are managed fairly and consistently in accordance with Council policies, industrial instruments, and legislative obligations. This has included appropriate consultation with People and Culture and, where required, unions or representatives, reinforcing accountability and organisational standards.

**Project Delivery and Management Discipline**
Working closely with the Project Management team, the CEO has strengthened project governance to improve time and budget outcomes. This includes embedding sound project management principles, requiring fully detailed designs prior to approval, improving scope definition, and moving away from reliance on "approved variations" toward disciplined management of agreed scope and risk.

**Regional Partnerships and Stakeholder Networks**
The CEO has maintained and strengthened key regional and local networks, including Upper Spencer Gulf Cities, the Flinders Alliance, the Northern and Yorke Local Government Association, Regional Development Australia Yorke and Mid North, and local Development Associations across Redhill, Koolunga, Crystal Brook, and Pirie Districts. These relationships support advocacy, collaboration, and regional development outcomes.

**Engagement with Key Development Stakeholders**
Strong relationships continue to be maintained with major developers, both local and external, supporting trust and confidence in Council. Ongoing engagement has reinforced Council's reputation as a professional, transparent, and reliable partner in facilitating appropriate development and economic growth.

**Customer Service Focus and Outcomes**
Council has maintained a strong customer-focused approach, prioritising responsive, respectful and timely service delivery to the community. Key outcomes during the reporting period include improvements in response times, clearer communication with customers, and effective resolution of enquiries and complaints. Community feedback continues to inform service improvements, ensuring Council services are accessible, user-focused and aligned with community expectations.

**Implementation of Working Teams and Efficient Operational Programming**
The CEO has set a clear direction to implement structured working teams and more efficient programming across operational service areas to improve productivity, reliability, and service outcomes. This approach is intended to optimise workforce deployment, reduce duplication and reactive tasking, and improve forward planning of operational activities. By aligning resources, skills, and scheduling with service demand, the model is expected to deliver more consistent service standards, improved asset maintenance outcomes, better staff utilisation, greater resilience, and staff satisfaction during peak workloads and unplanned events.

**Organisation-Wide Improvement and Service Outcomes**
The CEO has delivered tangible improvements in service outcomes through coordinated, whole-of-organisation reform. This has resulted in clearer accountability, improved consistency in decision-making, reduced operational risk, and more reliable service delivery across departments. Strengthened collaboration and aligned practices are producing more efficient internal processes, better project and service planning, and improved responsiveness to community and stakeholder expectations.

**Enterprise Bargaining Outcomes**
CEO successfully negotiated two Enterprise Bargaining Agreements with employees represented by the Australian Services Union and the Australian Workers' Union. Both agreements were progressed timely through a collaborative and consultative process with staff and union representatives, ensuring transparency and mutual understanding throughout negotiations. The outcomes balance organisational sustainability with fair and contemporary employment conditions and initiatives designed to support employee wellbeing, providing certainty for employees while supporting Council's operational and workforce objectives.

**Attachments**
1. Draft CEO Succession Framework
2. Draft Directorate Review Framework
3. Draft Workplace Culture Survey Roadmap

# Chief Executive Officer Succession Planning Framework

This framework outlines the approach for ensuring leadership continuity and capability development for future CEO transitions.

## Purpose

To ensure leadership continuity, minimise risk, and build internal capability for future CEO transitions.

## Core Principles

- Alignment with Strategic Goals – Succession planning should support council's long-term vision.
- Transparency & Fairness – Clear criteria and process for identifying and developing talent.
- Capability Development – Focus on leadership competencies, not just tenure.
- Risk Management – Identify gaps and mitigate through targeted development or external options.

## Framework Components

### Role Profile for CEO

Key responsibilities, leadership competencies, and strategic priorities. Critical success factors such as stakeholder engagement, financial stewardship, and community leadership.

### Talent Pipeline Mapping

Tier 1: Directors (primary successors), Tier 2: Managers (secondary successors), Tier 3: Coordinators/Supervisors (future pipeline). Include readiness levels: Ready Now, Ready in 1–2 years, Ready in 3+ years.

### Assessment & Identification

Use performance reviews, leadership potential assessments, and 360 feedback to identify gaps in skills, experience, and exposure.

### Development Plans

Directors: Strategic projects, acting CEO opportunities, external leadership programs. Managers: Cross-directorate assignments, mentoring by CEO. Coordinators/Supervisors: Leadership training, shadowing opportunities.

### Emergency Succession Protocol

Interim CEO appointment process and delegation of authority framework.

### Monitoring & Review

Annual review of succession plan, update readiness ratings and development progress.

DRAFT

## Implementation Plan

| Phase | Actions | Owner(s) | Timing |
|---|---|---|---|
| 1. Define CEO Role Profile | Confirm competencies and strategic priorities. | CEO + Mayor | |
| 2. Map Talent Pipeline | Identify potential successors and readiness levels. | CEO + HR | |
| 3. Assess & Gap Analysis | Conduct leadership assessments and 360 feedback. | HR | |
| 4. Development Planning | Create tailored development plans for each tier. | CEO + Directors | |
| 5. Emergency Protocol | Document interim CEO process and authority delegation. | CEO Office | |
| 6. Review & Update | Annual review and report to Council. | CEO + HR | |

## Succession Planning Matrix

Use this matrix to map potential successors for the CEO role and other critical leadership positions. Include readiness levels and development needs.

| Name | Current Role | Potential (High/Medium/ Low) | Readiness (Ready Now / 1–2 Years / 3+ Years) | Development Needs | Actions |
|---|---|---|---|---|---|
| | | | | | |
| | | | | | |
| | | | | | |

## Individual Development Plan (IDP) Template

Use this template to create tailored development plans for potential successors. Include specific actions, resources, and timelines to build readiness for future leadership roles.

Employee Name: _____

Current Role: _____

Target Role: _____

### Strengths

- _____
- _____

### Development Areas

- _____
- _____

DRAFT

## Development Actions

Action | Owner | Timeline | Status

| Action | Owner | Timeline | Status |
|---|---|---|---|
| | | | |
| | | | |
| | | | |

## Resources Needed

- _____
- _____

## Timeline

Start Date: _____ End Date: _____

## Progress Notes

_____

_____

# Executive Summary

This CEO Succession Planning Framework provides a structured approach to ensure leadership continuity and capability development within Port Pirie Regional Council. The framework outlines key principles such as alignment with strategic goals, transparency, and risk management. It includes six core components: defining the CEO role profile, mapping the talent pipeline across Directors, Managers, and Coordinators, conducting assessments to identify readiness and gaps, implementing tailored development plans, establishing an emergency succession protocol, and monitoring progress through annual reviews.

Deliverables include a Succession Planning Matrix to track potential successors and readiness levels, and an Individual Development Plan (IDP) template to guide targeted growth actions. This framework supports proactive leadership planning, reduces operational risk, and builds a strong internal pipeline for future CEO transitions.

DRAFT

# Directorate Review Framework & Plan

This document provides a structured framework and timeline for Directorate Reviews, along with a sample review template to ensure consistency and clarity.

## Executive Summary

The Directorate Review Framework establishes a consistent process for evaluating performance, compliance, and strategic alignment across all council directorates. The framework focuses on five key dimensions: governance and compliance, financial sustainability, service delivery and outcomes, workforce and culture, and innovation and improvement.

The plan includes a clear timeline for preparation, data collection, analysis, reporting, and action planning, ensuring accountability and continuous improvement. Deliverables include a standardised review template, a summary dashboard for performance indicators, and improvement action plans. This approach promotes transparency, supports informed decision-making, and strengthens organisational capability to meet community needs.

## Framework for Directorate Reviews

Purpose: To assess performance, alignment with strategic goals, and identify opportunities for improvement across all council directorates.

### Core Components

- Scope & Objectives – Review service delivery, financial performance, compliance, workforce capability, and customer satisfaction.
- Evaluation Dimensions – Governance & Compliance, Financial Sustainability, Service Delivery & Outcomes, Workforce & Culture, Innovation & Improvement.
- Data Sources – KPIs and performance reports, staff and stakeholder feedback, benchmarking against similar councils.

## Plan & Timeline

| Phase | Key Actions | Owner(s) | Timing |
|---|---|---|---|
| 1. Preparation | Define review criteria, templates, and schedule. | CEO + Exec Team | |
| 2. Data Collection | Gather reports, conduct staff surveys/interviews. | Directorate Leads | |
| 3. Analysis | Assess performance against KPIs and strategic goals. | CEO + HR/OD | |
| 4. Reporting | Draft review reports with recommendations. | CEO Office | |
| 5. Action Planning | Develop improvement plans per directorate. | Directorate Leads | |

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| | | | |
|---|---|---|---|
| 6. Follow-up | Quarterly progress checks and updates. | CEO + Exec Team | |

## Sample Directorate Review Template

Directorate Name: _____

Review Period: _____

### Section 1: Governance & Compliance

- Compliance with legislative requirements
- Risk management practices
- Policy adherence

### Section 2: Financial Performance

- Budget performance vs targets
- Cost efficiency measures
- Revenue opportunities

### Section 3: Service Delivery & Outcomes

- Quality and timeliness of services
- Community satisfaction
- Key achievements

### Section 4: Workforce & Culture

- Staff engagement and wellbeing
- Capability and training
- Succession planning

### Section 5: Innovation & Improvement

- Digital adoption
- Process improvements
- Future initiatives

### Improvement Action Plan

Action | Owner | Timeline | Status

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# Workplace Culture Survey Roadmap

This document outlines a practical roadmap, suggested timeline, and sample survey questions to support development and delivery of the Workplace Culture Survey.

## Executive Summary

The Workplace Culture Survey Roadmap provides a structured approach to measure and improve organisational culture and employee engagement within Port Pirie Regional Council. The roadmap outlines seven key phases: defining objectives, designing the survey, selecting a platform and ensuring confidentiality, developing a communication plan, launching and monitoring the survey, analysing results, and implementing action plans.

Deliverables include a detailed timeline, sample survey questions across critical dimensions such as leadership, communication, wellbeing, and inclusion, and guidance on response scales and open-ended items. This framework ensures transparency, encourages participation, and supports evidence-based decision-making to strengthen workplace culture and align with council values.

## Roadmap and Timeline

| Phase | Key Activities | Owner(s) | Target Timing |
|---|---|---|---|
| 1. Define Objectives | Align objectives with council values and strategy; agree success criteria and measures. | CEO & Exec Team | Week 1–2 |
| 2. Survey Design | Select dimensions (leadership, communication, wellbeing, inclusion); draft 25–35 questions; pilot with small group. | HR/OD + Comms | Week 3–4 |
| 3. Platform & Privacy | Choose platform (e.g., Microsoft Forms); confirm anonymity and data retention; draft privacy notice. | ICT + HR/OD | Week 5 |
| 4. Communications | Develop comms pack (email, intranet, FAQs); leader talking points; schedule reminders. | Comms + Leaders | Week 6 |
| 5. Launch & Monitor | Open survey (2–3 weeks); track response rates; send reminders; troubleshoot access issues. | HR/OD + Comms | Week 7–8 |
| 6. Analyse & Report | Aggregate results; identify themes; prepare report and dashboards; share with staff. | HR/OD + CEO | Week 9–10 |
| 7. Action Planning | Facilitate workshops; define initiatives, owners, timelines; | Exec + Leaders | Week 11–12 |

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| | | | |
|---|---|---|---|
| | publish action plan. | | |
| 8. Follow-up & Next Cycle | Quarterly progress updates; pulse survey; plan next annual cycle. | HR/OD | Ongoing |

## Sample Survey Questions

### Leadership & Trust

- I have confidence in the decisions made by the executive leadership team.
- My manager communicates expectations clearly and follows through on commitments.
- Leaders role-model our council values in their daily actions.

### Communication & Collaboration

- Information I need to do my job flows effectively across teams.
- Cross-department collaboration is encouraged and supported.
- I feel comfortable raising ideas or concerns and I am listened to.

### Job Satisfaction & Wellbeing

- I feel proud to work for this council.
- I can balance my work and personal responsibilities.
- I have the tools and resources I need to do my job well.

### Diversity, Inclusion & Respect

- People from diverse backgrounds feel respected and included here.
- Bullying or disrespectful behaviour is not tolerated.
- Our policies and practices support fairness and equity.

### Suggested Response Scale

Strongly disagree / Disagree / Neutral / Agree / Strongly agree (plus 'Prefer not to say').

### Open-ended Items

- What is one thing we do well that we should keep?
- What is one thing we should change to improve workplace culture?
- Any additional comments?

## Confidentiality & Privacy (Template)

Responses are anonymous and reported in aggregate. No individual response will be shared. Data will be stored securely and deleted after reporting, in accordance with council policy.

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**CONFIDENTIAL MINUTES OF THE CEO PERFORMANCE REVIEW COMMITTEE MEETING HELD ON TUESDAY 14 APRIL 2026 AT 5.31PM IN THE MAYOR'S OFFICE, 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 (in the absence of the Chairperson the Mayor presided over the meeting), Deputy Mayor Cr A Zubrinich and Cr K Jackson

C Davey, Chief Executive Officer (joined the meeting at 5.43pm) and K Carmody, Executive Assistant (Minutes)

1.2 Apologies

Cr L Peters (Chairperson)

1.3 Leave of Absence

Nil

1.4 Non-Attendance

Nil

2.0 CONFIRMATION OF MINUTES:

2.1 CEO Performance Review Committee Meeting 10 February 2026

**MOVED Cr K Jackson SECONDED Cr A Zubrinich**

**CE04/26 That the Minutes of the CEO Performance Review Committee meeting held on 10 February 2026 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 2025/26 KPIs – Progress Report

Pursuant to Section 90(3)(a)

**MOVED Cr A Zubrinich SECONDED Cr K Jackson**

**CE05/26 Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of C Davey, 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 2025/26 KPIs – Progress 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 matters related to the terms and conditions of the employment contract for the Chief Executive Officer.**

**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**

CEO C Davey joined the meeting at 5.43pm.

**MOVED Cr A Zubrinich SECONDED Cr K Jackson**

**CE06/26** **The Committee thanks the CEO for the comprehensive update on progress made with his 2025/26 KPIs.**

**CARRIED**

Section 91(7) Order

**MOVED Cr K Jackson SECONDED Cr A Zubrinich**

**CE07/26** **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 5.1 Chief Executive Officer 2025/26 KPIs – Progress 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 matters related to the terms and conditions of the employment contract for the Chief Executive Officer.**

**This order shall operate for a period of 12 months or until any sensitive matters referred to in the Progress Report are finalised.**

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

**The Committee 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**

5.2 Consideration of Probation Period Outcome

Pursuant to Section 90(3)(a)

**MOVED Cr A Zubrinich SECONDED Cr K Jackson**

**CE08/26** **Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999 the Committee orders that the public, with the exception of C Davey, Chief Executive Officer and K Carmody, Executive Assistant be excluded from attendance at that part of this meeting relating to agenda item 5.2 Consideration of Probation Period Outcome 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 matters related to the terms and conditions of the employment contract for the Chief Executive Officer.**

**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**

**MOVED Cr A Zubrinich SECONDED Cr K Jackson**

**CE09/26** **The Committee is satisfied that the CEO's six (6) month probationary period has been successfully served and recommend to Council that the probationary period end.**

**CARRIED**

Section 91(7) Order

**MOVED Cr A Zubrinich SECONDED Cr K Jackson**

**CE10/26** **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 5.2 Consideration of Probation Period Outcome 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 matters related to the terms and conditions of the employment contract for the Chief Executive Officer.**

**This order shall operate for a period of 12 months after the cessation of the CEO's employment with the Council, on the basis that the matter relates to the negotiations and details of the contractual employment arrangements and performance of an employee and disclosure may breach a duty of confidence owed to the employee and result in the unreasonable disclosure of information concerning the personal affairs of the employee.**

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

**The Committee 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**

6.0 NEXT MEETING: To be determined.

7.0 CLOSURE: The meeting closed at 6.18pm.

**PRESIDING MEMBER**

# ORDINARY MEETING OF COUNCIL

# 22 April 2026

**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.

**Chris Davey**
**Chief Executive Officer**
17 April 2026

# AGENDA

**16 Items for Consideration as to Confidentiality ..... 3**

16.1 RFT For Contract 181 Plant Replacement: Tri-tipper ..... 3

16.2 IT Server Replacement ..... 8

16.3 CEO Performance Review Committee Meeting 14 April 2026 (provided under separate cover).

# 16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

## 16.1 RFT FOR CONTRACT 181 PLANT REPLACEMENT: TRI-TIPPER

**Author:** **Alan Bennett, Project Manager**

**Authoriser:** **Trevor Cugley, Director Infrastructure**

**File Reference:** **2025.1673**

| | | | | |
|---|---|---|---|---|
| **Timeframe**: | 2025/26 FY | | | |
| **Budget Impact:** | Nil - within budget | | | |
| **Risk Assessment:** | **Primary Risk Type(s):** | | Financial / Infrastructure | |
| | **Inherent Risk:** | **Likelihood** | **Consequence** | **Rating** |
| | | Possible | Moderate | Medium |
| | **Controls:** | ▪ Replace/expand plant fleet in accordance with the recommended fleet management program. | | |
| | **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 award a contract to CMI Hino Adelaide for the replacement of a truck in accordance with the documents submitted in response to Request for Tender for Contract 2026/181 Plant Replacement – Tri-Tipper for the amount of $130,351.52 (excluding GST).**

**EXECUTIVE SUMMARY**

Council has allocated $140,000 (ex GST) in its 2025/26 Capital Works Budget, Plant Replacement Program –Truck Replacement as part of its 10-year program. These funds are to be allocated towards replacing one of the current trucks used by Parks and Recreation.

A Request for Tender process was undertaken for the engagement of a dealership to supply a Tri-Tipper Truck. This report provides details of this and the recommendation to award a contract for the purchase of equipment.

**DISCUSSION**

Council has allocated $140,000 (excluding GST) in the 2025/26 Capital Works Budget for the Plant Replacement Program – Truck Replacement, in accordance with Council's 10-year Plant Replacement Program.

To ensure an open and transparent procurement process, a Request for Tender was issued through SA Tenders, providing all eligible suppliers the opportunity to submit a proposal.

At the close of the tender period, one submission was received from CMI Hino Adelaide. The submission was assessed against the specified evaluation criteria and was found to be well documented, fully compliant with the requested specifications, and aligned with Council's operational requirements. With previous submissions from CMI Hino providing a great outcome for Council.

As part of the submission, CMI Hino Adelaide proposed a hybrid vehicle option, which presents potential economic and operational benefits and supports the Council's objectives for improved efficiency and cost management in the current economic environment.

This report outlines the tender evaluation process undertaken, summarises the submissions received, and provides a recommendation for the preferred supplier based on compliance, value for money, and overall benefit to Council.

**PROPOSED WORKS**

Replacement of a tipper truck that has reached the end of its service life. This vehicle will be replaced with a Tri-tipper Truck.

**TERM OF CONTRACT**

The term of the contract is for a once-off purchase.

**TENDER ASSESSMENT**

Request for Tender documentation was uploaded to SA Tenders to reach all possible interested dealerships.

At the closing time of tenders of 2pm Thursday 26 March 2026, one (1) tender submission was received as follows:

| **Tenderer** | **Tendered Price $ (excluding GST)** |
|---|---|
| CMI Hino Adelaide | $130,351.52 |

Tenderers were invited on a Lump Sum or Schedule basis, which means that the successful tenderer will be paid for the actual vehicle delivered.

**QUALITATIVE ASSESSMENT**

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

| | |
|---|---|
| Adherence to Specifications | 15% |
| Implementation | 15% |
| Warranty | 15% |
| Price | 55% |
| **TOTAL** | **100%** |

The tenders were evaluated by:
- Allan Henderson – Parks and Recreation Supervisor
- Derek Fidge – Depot Supervisor
- Alan Bennett – Project Manager

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**

CMI Hino Adelaide has submitted a well-structured and comprehensive submission that meets all specified criteria. The proposed truck is currently available, with an estimated six-week period required by the body builder for completion of the cab and chassis.

The vehicle is offered with a warranty of five years / 250,000 kilometres, providing an appropriate level of assurance for lifecycle support and operational reliability. The pricing submitted is within the approved budget, and although only one submission was received, the value falls within an acceptable and competitive range when compared against prior market research and recent industry pricing for similar vehicles and specifications.

Overall, CMI Hino Adelaide presents a well-documented and carefully considered proposal that represents strong value for money and aligns with the Council's requirements.

**TIMING AND BUDGET**

Total funding of $140,000 has been allocated in the 2025/26 Capital Works Budget for the replacement of the Parks and Recreation Truck.

Should Council agree to the recommendation, the preferred tenderer will be engaged to supply the replacement truck with delivery to be taken in 6 to 8 weeks.

**TENDER SUMMARY**

| Criteria | Weighting | CMI Truck Centre Adelaide |
|---|---|---|
| Adherence to Spec | 15% | CMI has submitted a well-formed document that met all criteria. |
| Implementation/Delivery Schedule | 15% | Truck currently available. 6 weeks at body builders for the cab and chassis and build meeting has occurred and been signed off by council 8 weeks delivered. |
| Warranty | 15% | 5 years to 250,000kms |
| Price | 55% | in budget well priced. |
| General Comments | 100% | Truck well detailed included drawings for manufacture and will match the current truck based out at the airport |

## TENDER SCORING MATRIX

| ITEM | DESCRIPTION | WEIGHTING % | CMI Truck Centre Adelaide | |
|---|---|---|---|---|
| | Evaluation Criteria | | | |
| | **LUMPS SUM TENDER VALUE EXCL GST** | | **$ 130,351.52** | |
| 7 | Implementation/Delivery | 15% | 3 | 9.00 |
| 8 | Adherence to Specification | 15% | 3 | 9.00 |
| 9 | Warranty | 15% | 3 | 9.00 |
| 10 | Price | 55% | 3 | 33.00 |
| | TOTAL SCORE INCLUDING PRICE | **100%** | 60.00 | |
| | **TOTAL RANK INCLUDING PRICE** | | **1** | |
| | *TOTAL SCORE EXCLUDING PRICE* | | *33.00* | |
| | ***TOTAL RANK EXCLUDING PRICE*** | | ***1*** | |

## ATTACHMENTS

**Nil**

## 16.2 IT SERVER REPLACEMENT

**Author:** **Darren Stevens, ICT Manager**

**Authoriser:** **Luigi Mesisca, Director Corporate & Community**

**File Reference:**

| | | | | |
|---|---|---|---|---|
| **Timeframe**: | Immediate | | | |
| **Budget Impact:** | $140,000 Capital in 2026/27 with 50% prepayment in 2025/26 | | | |
| **Risk Assessment:** | **Primary Risk Type(s):** | | Service Delivery | |
| | **Inherent Risk:** | **Likelihood** | **Consequence** | **Rating** |
| | | Possible | Moderate | Medium |
| | **Controls:** | • Planned replacement of ageing server infrastructure prior to warranty expiry.<br>• Inclusion of the project in Council's Long-Term Financial Plan.<br>• Use of vendor-supported hardware with a defined five-year support lifecycle.<br>• Controlled procurement, implementation and transition planning to minimise service disruption. | | |
| | **Residual Risk:** | Unlikely | Moderate | Medium |

| **STRATEGIC REFERENCE:** | |
|---|---|
| **Theme** | Our Leadership |
| **Goal** | Organisational Excellence |
| **Strategy 4.2.1** | One Council focused on consistent quality services underpinned by transparent and accountable values based decision making. |
| **Theme** | Our Leadership |
| **Goal** | Organisational Excellence |
| **Strategy 4.2.2** | Deliver services which meet community need and priorities at the right price and on time. |
| **Theme** | Our Leadership |
| **Goal** | Organisational Excellence |
| **Strategy 4.2.3** | Risk is understood and managed. |
| **Theme** | Our Leadership |
| **Goal** | Organisational Excellence |
| **Strategy 4.2.4** | Council will be financially responsible and sustainable across generations. |

**RECOMMENDATION**

**That Council:**

1. **Approve a capital allocation of $140,000 for the IT Server Replacement Program to be delivered in the 2026/27 financial year.**

2. **Approve a $70,000 prepayment in the 2025/26 financial year to secure procurement and meet supplier lead time and delivery requirements, with the asset to be capitalised in 2026/27.**
3. **Note that the proposed replacement reduces service delivery risk, supports financial sustainability, and reflects prudent asset lifecycle management.**

**EXECUTIVE SUMMARY**

Council's core IT server infrastructure supports critical internal and community-facing services and reaches end of vendor-supported life in June 2026. As infrastructure ages beyond its supported lifecycle, the likelihood of equipment failure, service disruption, and unplanned expenditure increases.

Investigations undertaken have identified rapidly rising enterprise hardware costs and current supplier lead times of up to four months, creating increased risk if procurement is deferred. The project is already included in Council's Long-Term Financial Plan; however, a $70,000 prepayment in 2025/26 is required to secure supply and align delivery with warranty expiry and caretaker period constraints.

The proposed replacement represents a proactive approach to risk management, ensuring continuity of critical services, stabilising ongoing ICT costs, and avoiding reactive procurement under failure conditions.

**CONSULTATION UNDERTAKEN**

The proposal was considered by the **Executive Management Team at its meeting on 14 April 2026**, where the recommended approach, timing, financial implications, and risk considerations were reviewed and supported.

## DISCUSSION

Council's core IT server and storage infrastructure underpins essential corporate systems that support the delivery of Council services, including finance, payroll, records management, authentication, and business applications. The current infrastructure was implemented in 2020 and reaches end of vendor-supported life in June 2026.

As infrastructure ages beyond its supported lifecycle, the likelihood of equipment failure, extended outages, and unplanned expenditure increases. Continuing to operate beyond warranty would require Council to knowingly accept an increased service delivery risk for systems that are critical to day-to-day operations. While warranty extensions are available, these are provided at increasing annual cost and offer diminishing assurance over time.

Investigations undertaken as part of planning for replacement have identified that enterprise hardware market conditions have changed materially since the Long-Term Financial Plan was originally adopted. Hardware costs have increased, and supplier lead times have extended, with current delivery timeframes of up to four months from order to deployment. Market testing has therefore indicated that the original Long-Term Financial Plan provision was a high-level estimate only, and that a revised total project cost of up to $140,000 is required to deliver a fit-for-purpose, supported solution under current market conditions.

In addition to addressing ageing infrastructure risk, the proposed replacement reduces Council's exposure to externally driven technology cost escalation that is beyond Council's control. Ongoing

management and support costs for enterprise infrastructure platforms have been increasing significantly across the sector. The proposed approach offsets these escalating operating costs by transitioning to a more predictable and sustainable support model over the asset lifecycle.

Alternative options, including deferral, partial replacement, and other delivery models, were assessed as part of the planning process and determined to present higher service delivery or financial risk than the recommended approach.

The proposed replacement remains consistent with Council's Long-Term Financial Plan, with capital allocation in the 2026/27 financial year. Due to current supply lead times, warranty expiry, Management software renewal timing and caretaker period considerations, a prepayment of $70,000 is required in the 2025/26 financial year to secure procurement and delivery. This prepayment does not increase the total project cost and will be recognised as part of the capital asset in 2026/27.

The proposed investment is sized to support Council through a transition period as corporate systems are progressively reviewed for future cloud-based delivery. This approach avoids the need for further major infrastructure replacement in the short to medium term while allowing Council to migrate systems in a controlled and economically responsible manner as opportunities arise.

Proceeding at this time enables Council to act in a planned and controlled manner, reducing the likelihood of service disruption and avoiding reactive procurement under failure conditions. Approval of the proposal supports continuity of Council services, prudent asset lifecycle management, and informed risk management consistent with the Community Plan and Council's Risk Management Framework.

**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 APRIL 2026.**

## 16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

### 16.1 RFT FOR CONTRACT 181 PLANT REPLACEMENT: TRI-TIPPER

**RESOLUTION COM 015/26**

**MOVED: Cr M Hopgood**

**SECONDED: Cr J Keain**

**That Council award a contract to CMI Hino Adelaide for the replacement of a truck in accordance with the documents submitted in response to Request for Tender for Contract 2026/181 Plant Replacement – Tri-Tipper for the amount of $130,351.52 (excluding GST).**

**CARRIED**

### 16.2 IT SERVER REPLACEMENT

**RESOLUTION COM 016/26**

**MOVED: Cr M Hopgood**

**SECONDED: Cr J Connor**

**That Council:**

1. **Approve a capital allocation of $140,000 for the IT Server Replacement Program to be delivered in the 2026/27 financial year.**
2. **Approve a $70,000 prepayment in the 2025/26 financial year to secure procurement and meet supplier lead time and delivery requirements, with the asset to be capitalised in 2026/27.**
3. **Note that the proposed replacement reduces service delivery risk, supports financial sustainability, and reflects prudent asset lifecycle management.**

**CARRIED**

### 16.3 CEO PERFORMANCE REVIEW COMMITTEE MEETING 14 APRIL 2026

**MINUTES OF THE CEO PERFORMANCE REVIEW COMMITTEE MEETING HELD ON 14 APRIL 2026**

**RESOLUTION COM 017/26**

**MOVED: Cr M Hopgood**

**SECONDED: Cr K Jackson**

**That the Minutes of the CEO Performance Review Committee meeting held on 14 April 2026 be received.**

**CARRIED**

**CHIEF EXECUTIVE OFFICER 2025/26 KPIS PROGRESS REPORT AND CONSIDERATION OF PROBATION PERIOD OUTCOME**

**RESOLUTION COM 018/26**

**MOVED: Cr A Gulin**

**SECONDED: Cr M Hopgood**

1. **That Council receive and note the Chief Executive Officer's 2025/26 KPIs progress report as contained in the confidential agenda.**
2. **That Council is satisfied the Chief Executive Officer's six (6) month probationary period has been successfully served and endorse the Committee's recommendation that the Chief Executive Officer's probationary period end.**

**CARRIED**

**MAYOR**

# AUDIT & RISK MANAGEMENT COMMITTEE

## 5 May 2026

**Members of Committee**

Alan Rushbrook, Independent Member (Chairperson)
Deb Brokenshire, Independent Member
Lee Kirchner, Independent Member
Cr Leeanne Peters
Cr Grant Petagna
Mayor Leon Stephens (ex-officio)

Council Officers
Chris Davey, Chief Executive Officer
Lui Mesisca, Director Corporate & Community
Trevor Cugley, Director Infrastructure
Rachel Andrew, Manager Corporate Services
Jennifer Window, Governance & Risk Coordinator
Holly Gwynne, Personal Assistant (Minutes)

# Confidential Agenda

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

**Chris Davey**
**Chief Executive Officer**
01 May 2026

# AGENDA

**7 Items for Consideration as to Confidentiality ..... 3**

7.1 RFQ for Contract 2025/313 - Supply of External Auditor Services ..... 3

# 7 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

## 7.1 RFQ FOR CONTRACT 2025/313 - SUPPLY OF EXTERNAL AUDITOR SERVICES

**Author:** **Luigi Mesisca, Director Corporate & Community**

| | | | | |
|---|---|---|---|---|
| **Timeframe**: | 2026/2027 Financial Year, with contract term to cover the statutory external audit services period. | | | |
| **Budget Impact:** | The recommended Year 1 contract value is $21,500 excluding GST, based on the Dean Newbery tendered price. Future year pricing is subject to the tendered pricing. The Bentleys Year 1 tendered price was $24,900 excluding GST. | | | |
| **Risk Assessment:** | **Primary Risk Type(s):** | | Financial / Infrastructure | |
| | **Inherent Risk:** | **Likelihood** | **Consequence** | **Rating** |
| | | Possible | Moderate | Medium |
| | **Controls:** | ▪ evaluation against weighted criteria;<br>▪ use of LGAP 23106 panel;<br>▪ assessment of price and non-price criteria;<br>▪ award subject to confirmation of final audit timetable and transition arrangements. | | |
| | **Residual Risk:** | Unlikely | Moderate | Low |

| **STRATEGIC REFERENCE:** | |
|---|---|
| **Theme** | Our Leadership |
| **Goal** | Organisational Excellence |
| **Strategy 4.2.1** | One Council focused on consistent quality services underpinned by transparent and accountable values based decision making. |
| **Theme** | Our Leadership |
| **Goal** | Organisational Excellence |
| **Strategy 4.2.2** | Deliver services which meet community need and priorities at the right price and on time. |
| **Theme** | Our Leadership |
| **Goal** | Organisational Excellence |
| **Strategy 4.2.3** | Risk is understood and managed. |
| **Theme** | Our Leadership |
| **Goal** | Organisational Excellence |
| **Strategy 4.2.4** | Council will be financially responsible and sustainable across generations. |

**RECOMMENDATION**

**That the Audit and Risk Management Committee:**

- **Award a contract to Dean & Newbery Pty Ltd T/A Dean Newbery for the provision of External Auditor Services in accordance with the documents submitted in response to Request for Quotation 2025/313 - Supply of External Auditor Services, for the Year 1 amount of $21,500 excluding GST.**
- **Authorise the Chief Executive Officer to finalise the contract documentation and associated purchase order under LGAP Contract 23106, including future year pricing and applicable LGAP management fee arrangements.**

- **Note that the award is subject to final confirmation of the Year 1 audit timetable, including transition arrangements and key audit milestone dates.**

## EXECUTIVE SUMMARY

Council sought quotations for the provision of external auditor services through LGAP Contract 23106. Two submissions were received and evaluated against the approved weighted criteria: Bentleys SA and NT and Dean Newbery.

Both respondents were assessed as capable and experienced South Australian local government audit providers. Dean Newbery achieved the highest total score, both including and excluding price. Dean Newbery was assessed as providing the strongest overall offer due to its detailed Year 1 audit plan, strong local government audit experience, internal financial controls focus, and more competitive pricing.

The evaluation panel recommends that Council award the contract to Dean Newbery, subject to final confirmation of the audit timetable and transition arrangements.

## CONSULTATION UNDERTAKEN

Director of Corporate and Community, Manager of Corporate Services, Projects & Procurement Coordinator as the assessment panel.

## DISCUSSION

Council is required to appoint an external auditor to undertake the annual audit of the general purpose financial statements and provide an opinion on internal financial controls in accordance with the Local Government Act 1999 and the Local Government (Financial Management) Regulations 2011.

The scope includes the audit of the financial statements, internal financial controls, and associated audit reporting requirements. The procurement was undertaken through the LGA Procurement external auditor services panel.

The RFQ sought external audit services for the statutory audit period commencing with the 2026/27 audit. The contract is to be established through LGAP Contract 23106. Future year pricing and any extension arrangements are to be administered in accordance with the RFQ, the supplier's response, and LGAP contract conditions.

## TENDER ASSESSMENT

At the closing time for quotations, two submissions were received as follows:

| Tenderer | Tendered Year 1 Price excluding GST |
|---|---|
| **AL NERO TRADING TRUST & OTHERS T/A Bentleys SA and NT** | $24,900 |
| **DEAN & NEWBERY PTY. LTD. T/A Dean Newbery** | $21,500 |

## NON-CONFORMING QUOTES

No submissions were assessed as non-conforming for the purpose of exclusion from further evaluation.

## QUALITATIVE ASSESSMENT

Tenders received were assessed against the criteria and weightings set out below:

| Criteria | Weighting |
|---|---|
| **Organisation Structure, Facilities and Resources** | 20% |
| **Quality of Audit Service Plan, Methodology, Implementation , Schedule and Reporting** | 30% |
| **Value Added Services and Improvement & Innovation** | 10% |
| **Experience -SA LG Audits and/or Statutory Audits** | 20% |
| **Fee Proposal/Value for Money** | 20% |

The evaluation was undertaken by the evaluation panel comprising of Luigi Mesisca, Director of Corporate Services; Rachel Andrew, Manager Corporate Services; and Glenn Miller, Projects and Procurement Coordinator.

## QUOTE CLARIFICATIONS SOUGHT

No formal clarifications were sought during the evaluation of quotes. The evaluation noted that the preferred respondent's Year 1 audit timetable should be confirmed prior to contract finalisation to ensure the audit program aligns with Council's required reporting milestones.

## ISSUES OF CONCERN

| Issue | Assessment / Mitigation |
|---|---|
| **Year 1 audit scheduling** | Dean Newbery noted that the proposed balance date timing may require flexible Year 1 scheduling. This should be resolved through finalisation of the audit timetable and agreed key milestones before commencement. |
| **Transition from previous auditor** | The preferred tenderer has identified transition planning and review of prior year working papers/opening balances as part of its Year 1 approach. Management should monitor this closely through the audit planning phase. |

## NEGOTIATION OUTCOMES

No negotiations were undertaken. Contract finalisation should confirm the audit timetable, invoicing arrangements, future year pricing mechanism, and any LGAP management fee treatment.

## RISK ASSESSMENT - PREFERRED TENDERER

| Residual Risk | Comments / Mitigation Strategy |
|---|---|
| **Audit transition risk** | Confirm transition plan, engagement letter, previous auditor access and opening balance review during audit planning. |
| **Timing risk** | Agree final Year 1 milestone timetable before commencement and monitor through management and Audit and Risk Committee reporting. |
| **Independence and governance** | Confirm annual independence declaration and conflict of interest position before each audit cycle. |

## OVERALL FINDING

Both tenderers demonstrated the capacity and relevant experience required to deliver the external audit services. Bentleys provided a strong submission with broad organisational depth, experienced audit personnel, established audit systems and significant local government experience.

Dean Newbery was assessed as the preferred tenderer due to its stronger overall score, more detailed and targeted audit methodology, strong experience in South Australian local government audits, and better value for money. Dean Newbery achieved a total score of 90.00 compared with Bentleys at 79.50. Excluding price, Dean Newbery also ranked first with 74.00 compared with Bentleys at 67.50.

On balance, Dean Newbery represents the most advantageous outcome for Council, subject to finalisation of the audit timetable and transition arrangements.

## TIMING AND BUDGET

The recommended Year 1 engagement value is $21,500 excluding GST. The proposed engagement should commence following Council resolution, execution of required contract documentation, and confirmation of the audit planning timetable.

## TENDER SUMMARY

| Criteria | Weighting | AL NERO TRADING TRUST & OTHERS T/A Bentleys SA and NT | DEAN & NEWBERY PTY. LTD. T/A Dean Newbery |
|---|---|---|---|
| **Organisation Structure, Facilities and Resources** | 20% | Broad organisational depth, strong systems and robust facilities to conduct the audit. | Broad organisational depth, strong systems and robust facilities to conduct the audit. |
| **Quality of Audit Service Plan, Methodology, Implementation, Schedule and Reporting** | 30% | Experienced and methodical approach, however less explicit in its Year 1 plan compared with the preferred tenderer. | Best Year 1 plan, including internal financial controls, asset management and project focused audit considerations. |
| **Value Added Services and Improvement & Innovation** | 10% | Standardised across both. | Standardised across both. |
| **Experience - SA LG Audits and/or Statutory Audits** | 20% | Extensive experience across local government. | Extensive experience across local government, with strong current SA council audit experience. |
| **Fee Proposal / Value for Money** | 20% | Meets expectations, however not as attractive as the preferred tenderer. | Greater value for money. If less time is spent than estimated, savings are to be passed back to Council. |
| **General Comments** | 100% | Strong and capable submission. Ranked second overall. | Preferred submission. Highest score including and excluding price. |

## TENDER SCORING MATRIX

| ITEM | DESCRIPTION | WEIGHTING % | Bentleys Score /5 | Bentleys Weighted | Dean Newbery Score /5 | Dean Newbery Weighted |
|---|---|---|---|---|---|---|
| | **LUMP SUM TENDER VALUE EXCL GST** | | $24,900 | | $21,500 | |
| **1** | Organisation Structure, Facilities and Resources | 20% | 4 | 16.00 | 4 | 16.00 |
| **2** | Quality of Audit Service Plan, Methodology, Implementation , Schedule and Reporting | 30% | 4 | 25.50 | 5 | 30.00 |
| **3** | Value Added Services and Improvement & Innovation | 10% | 4 | 8.00 | 4 | 8.00 |
| **4** | Experience -SA LG Audits and/or Statutory Audits | 20% | 5 | 18.00 | 5 | 20.00 |
| **5** | Fee Proposal/Value for Money | 20% | 3 | 12.00 | 4 | 16.00 |
| | **TOTAL SCORE INCLUDING PRICE** | 100% | | **79.50** | | **90.00** |
| | **TOTAL RANK INCLUDING PRICE** | | | **2** | | **1** |

| | | | | | | |
|---|---|---|---|---|---|---|
| | **TOTAL SCORE EXCLUDING PRICE** | | | **67.50** | | **74.00** |
| | **TOTAL RANK EXCLUDING PRICE** | | | **2** | | **1** |

## ATTACHMENTS

**Nil**

**MINUTES OF ITEMS THAT WERE CONSIDERED UNDER CONFIDENTIALITY PURSUANT TO SECTION 90(2) OF THE LOCAL GOVERNMENT ACT 1999 FOR THE AUDIT & RISK MANAGEMENT COMMITTEE HELD ON TUESDAY 5 MAY 2026.**

# 7 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

## 7.1 RFQ FOR CONTRACT 2025/313 - SUPPLY OF EXTERNAL AUDITOR SERVICES

**COMMITTEE RESOLUTION AC 004/26**

**MOVED: Cr L Peters**

**SECONDED: Cr G Petagna**

**That the Audit and Risk Management Committee:**

- **recommend that Council award a contract to Dean & Newbery Pty Ltd T/A Dean Newbery for the provision of External Auditor Services in accordance with the documents submitted in response to Request for Quotation 2025/313 - Supply of External Auditor Services, for the Year 1 amount of $21,500 excluding GST.**
- **note that the award is subject to final confirmation of the Year 1 audit timetable, including transition arrangements and key audit milestone dates.**

**CARRIED**

_____

**CHAIRPERSON**

# ORDINARY MEETING OF COUNCIL

# 27 May 2026

**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.

**Chris Davey**
**Chief Executive Officer**
22 May 2026

# AGENDA

**16 Items for Consideration as to Confidentiality ..... 3**

16.1 RFQ for Contract 2025/313 - Supply of External Auditor Services ..... 3

16.2 RFT 2026/196 - Phoenix Park Landscape Works ..... 10

16.3 RFT 2025/192 - Construction of Solomontown Footpaths Stage Two ..... 15

16.4 RFT 2025/194 - Port Pirie Hospital Carpark ..... 20

# 16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

## 16.1 RFQ FOR CONTRACT 2025/313 - SUPPLY OF EXTERNAL AUDITOR SERVICES

**Author:** **Luigi Mesisca, Director Corporate & Community**

**Authoriser:** **Chris Davey, Chief Executive Officer**

**File Reference:**

| | | | | |
|---|---|---|---|---|
| **Timeframe**: | 2026/2027 Financial Year, with contract term to cover the statutory external audit services period. | | | |
| **Budget Impact:** | The recommended Year 1 contract value is $21,500 excluding GST, based on the Dean Newbery tendered price. Future year pricing is subject to the tendered pricing. The Bentleys' Year 1 tendered price was $24,900 excluding GST. | | | |
| **Risk Assessment:** | **Primary Risk Type(s):** | | Financial / Infrastructure | |
| | **Inherent Risk:** | **Likelihood** | **Consequence** | **Rating** |
| | | Possible | Moderate | Medium |
| | **Controls:** | ▪ Evaluation against weighted criteria.<br>▪ Use of LGAP 23106 panel.<br>▪ Assessment of price and non-price criteria.<br>▪ Award subject to confirmation of final audit timetable and transition arrangements. | | |
| | **Residual Risk:** | Unlikely | Moderate | Low |

| **STRATEGIC REFERENCE:** | |
|---|---|
| **Theme** | Our Leadership |
| **Goal** | Organisational Excellence |
| **Strategy 4.2.1** | One Council focused on consistent quality services underpinned by transparent and accountable values based decision making. |
| **Theme** | Our Leadership |
| **Goal** | Organisational Excellence |
| **Strategy 4.2.2** | Deliver services which meet community need and priorities at the right price and on time. |
| **Theme** | Our Leadership |
| **Goal** | Organisational Excellence |
| **Strategy 4.2.3** | Risk is understood and managed. |
| **Theme** | Our Leadership |
| **Goal** | Organisational Excellence |
| **Strategy 4.2.4** | Council will be financially responsible and sustainable across generations. |

**RECOMMENDATION**

**That Council:**

- **Awards a contract to Dean & Newbery Pty Ltd T/A Dean Newbery for the provision of External Auditor Services in accordance with the documents submitted in**

**response to Request for Quotation 2025/313 - Supply of External Auditor Services, for the Year 1 amount of $21,500 excluding GST.**

- **Authorises the Chief Executive Officer to finalise the contract documentation and associated purchase order under Local Government audit providers (LGAP) Contract 23106, including future year pricing and applicable LGAP management fee arrangements.**
- **Notes that the award is subject to final confirmation of the Year 1 audit timetable, including transition arrangements and key audit milestone dates.**
- **Notes that the Audit and Risk Management Committee considered this report in its original form, as drafted for the Committee meeting held on 5 May 2026, and supported the recommendation to award the contract to Dean & Newbery Pty Ltd T/A Dean Newbery.**
- **Notes the attached email, received subsequent to the Audit and Risk Management Committee meeting, confirming Dean & Newbery Pty Ltd's end-of-term audit handover procedure and willingness to provide appropriate cooperation and relevant audit information to any incoming auditor to support a smooth transition.**

## EXECUTIVE SUMMARY

Council sought quotations for the provision of external auditor services through LGAP Contract 23106. Two submissions were received and evaluated against the approved weighted criteria: Bentleys SA and NT and Dean Newbery.

Both respondents were assessed as capable and experienced South Australian Local Government audit providers. Dean Newbery achieved the highest total score, both including and excluding price. Dean Newbery was assessed as providing the strongest overall offer due to its detailed Year 1 audit plan, strong local government audit experience, internal financial controls focus, and more competitive pricing.

The evaluation panel recommends that Council award the contract to Dean Newbery, subject to final confirmation of the audit timetable and transition arrangements.

The Audit and Risk Management Committee considered this report in its original form, as drafted for the Committee meeting held on 5 May 2026, and supported the recommendation to award the contract to Dean & Newbery Pty Ltd T/A Dean Newbery.

## CONSULTATION UNDERTAKEN

Director Corporate and Community, Manager Corporate Services, Projects & Procurement Coordinator as the assessment panel, Chief Executive Officer, Audit and Risk Management Committee.

## DISCUSSION

Council is required to appoint an external auditor to undertake the annual audit of the general purpose financial statements and provide an opinion on internal financial controls in accordance with the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011*.

The report was originally prepared for consideration by the Audit and Risk Management Committee at its meeting held on 5 May 2026. The Committee considered the report in that form and supported the recommendation to award the contract to Dean & Newbery Pty Ltd T/A Dean Newbery. The

report is now presented to Council for formal decision, noting that the appointment of the external auditor is a matter for Council.

The scope includes the audit of the financial statements, internal financial controls, and associated audit reporting requirements. The procurement was undertaken through the LGA Procurement external auditor services panel.

The RFQ sought external audit services for the statutory audit period commencing with the 2026/27 audit. The contract is to be established through LGAP Contract 23106. Future year pricing and any extension arrangements are to be administered in accordance with the RFQ, the supplier's response, and LGAP contract conditions.

## TENDER ASSESSMENT

At the closing time for quotations, two submissions were received as follows:

| Tenderer | Tendered Year 1 Price excluding GST |
|---|---|
| **AL NERO TRADING TRUST & OTHERS T/A Bentleys SA and NT** | $24,900 |
| **DEAN & NEWBERY PTY. LTD. T/A Dean Newbery** | $21,500 |

## NON-CONFORMING QUOTES

No submissions were assessed as non-conforming for the purpose of exclusion from further evaluation.

## QUALITATIVE ASSESSMENT

Tenders received were assessed against the criteria and weightings set out below:

| Criteria | Weighting |
|---|---|
| Organisation Structure, Facilities and Resources | 20% |
| Quality of Audit Service Plan, Methodology, Implementation, Schedule and Reporting | 30% |
| Value Added Services and Improvement & Innovation | 10% |
| Experience - SA LG Audits and/or Statutory Audits | 20% |
| Fee Proposal/Value for Money | 20% |

The evaluation was undertaken by the evaluation panel comprising of Luigi Mesisca, Director of Corporate Services; Rachel Andrew, Manager Corporate Services; and Glenn Miller, Projects and Procurement Coordinator.

## QUOTE CLARIFICATIONS SOUGHT

No formal clarifications were sought during the evaluation of quotes. The evaluation noted that the preferred respondent's Year 1 audit timetable should be confirmed prior to contract finalisation to ensure the audit program aligns with Council's required reporting milestones.

## ISSUES OF CONCERN

| Issue | Assessment / Mitigation |
|---|---|
| Year 1 audit scheduling | Dean Newbery noted that the proposed balance date timing may require flexible Year 1 scheduling. This should be resolved through finalisation of the audit timetable and agreed key milestones before commencement. |
| Transition from previous auditor | The preferred tenderer has identified transition planning and review of prior year working papers/opening balances as part of its Year 1 approach. Management should monitor this closely through the audit planning phase. |

## NEGOTIATION OUTCOMES

No negotiations were undertaken. Contract finalisation should confirm the audit timetable, invoicing arrangements, future year pricing mechanism, and any LGAP management fee treatment.

## RISK ASSESSMENT - PREFERRED TENDERER

| Residual Risk | Comments / Mitigation Strategy |
|---|---|
| Audit transition risk | Confirm transition plan, engagement letter, previous auditor access and opening balance review during audit planning. |
| Timing risk | Agree final Year 1 milestone timetable before commencement and monitor through management and Audit and Risk Committee reporting. |
| Independence and governance | Confirm annual independence declaration and conflict of interest position before each audit cycle. |

## OVERALL FINDING

Both tenderers demonstrated the capacity and relevant experience required to deliver the external audit services. Bentleys provided a strong submission with broad organisational depth, experienced audit personnel, established audit systems and significant local government experience.

Dean Newbery was assessed as the preferred tenderer due to its stronger overall score, more detailed and targeted audit methodology, strong experience in South Australian local government audits, and better value for money. Dean Newbery achieved a total score of 90.00 compared with Bentleys at 79.50. Excluding price, Dean Newbery also ranked first with 74.00 compared with Bentleys at 67.50.

On balance, Dean Newbery represents the most advantageous outcome for Council, subject to finalisation of the audit timetable and transition arrangements.

## TIMING AND BUDGET

The recommended Year 1 engagement value is $21,500 excluding GST. The proposed engagement should commence following Council resolution, execution of required contract documentation, and confirmation of the audit planning timetable.

## TENDER SUMMARY

| Criteria | Weighting | AL NERO TRADING TRUST & OTHERS T/A Bentleys SA and NT | DEAN & NEWBERY PTY. LTD. T/A Dean Newbery |
|---|---|---|---|
| Organisation Structure, Facilities and Resources | 20% | Broad organisational depth, strong systems and robust facilities to conduct the audit. | Broad organisational depth, strong systems and robust facilities to conduct the audit. |
| Quality of Audit Service Plan, Methodology, Implementation, Schedule and Reporting | 30% | Experienced and methodical approach, however less explicit in its Year 1 plan compared with the preferred tenderer. | Best Year 1 plan, including internal financial controls, asset management and project focused audit considerations. |
| Value Added Services and Improvement & Innovation | 10% | Standardised across both. | Standardised across both. |
| Experience - SA LG Audits and/or Statutory Audits | 20% | Extensive experience across local government. | Extensive experience across local government, with strong current SA council audit experience. |
| Fee Proposal / Value for Money | 20% | Meets expectations, however not as attractive as the preferred tenderer. | Greater value for money. If less time is spent than estimated, savings are to be passed back to Council. |
| General Comments | 100% | Strong and capable submission. Ranked second overall. | Preferred submission. Highest score including and excluding price. |

## TENDER SCORING MATRIX

| ITEM | DESCRIPTION | WEIGHTING % | Bentleys Score /5 | Bentleys Weighted | Dean Newbery Score /5 | Dean Newbery Weighted |
|---|---|---|---|---|---|---|
| | **LUMP SUM TENDER VALUE EXCL GST** | | $24,900 | | $21,500 | |
| 1 | Organisation Structure, Facilities and Resources | 20% | 4 | 16.00 | 4 | 16.00 |
| 2 | Quality of Audit Service Plan, Methodology, Implementation, Schedule and Reporting | 30% | 4 | 25.50 | 5 | 30.00 |
| 3 | Value Added Services and Improvement & Innovation | 10% | 4 | 8.00 | 4 | 8.00 |
| 4 | Experience - SA LG Audits and/or Statutory Audits | 20% | 5 | 18.00 | 5 | 20.00 |
| 5 | Fee Proposal/Value for Money | 20% | 3 | 12.00 | 4 | 16.00 |
| | **TOTAL SCORE INCLUDING PRICE** | 100% | | **79.50** | | **90.00** |
| | **TOTAL RANK INCLUDING PRICE** | | | **2** | | **1** |
| | **TOTAL SCORE EXCLUDING PRICE** | | | **67.50** | | **74.00** |
| | **TOTAL RANK EXCLUDING PRICE** | | | **2** | | **1** |

## ATTACHMENTS

**1. End of term audit handover clarification email**

Outlook

**RE: End-of-term audit handover**

**From** John Jovicevic <JohnJ@deannewbery.com.au>
**Date** Thu 7/5/2026 8:11 PM
**To** Luigi Mesisca <lmesisca@pirie.sa.gov.au>
**Cc** Holly Gwynne <hgwynne@pirie.sa.gov.au>; Samantha Creten <SamanthaC@deannewbery.com.au>

**This message needs your attention**

- This is their first email to your company.

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Hi Luigi

Thank you for your query. I can confirm that yes we do have a handover procedure that we follow that enables a smooth audit transition process both when we are appointed and at the expiry of our term.

Given the number of engagements we undertake, we have undertaken this process with other audit firms many times before. As part of our process, we communicate with each Council at the end of our term to confirm the appointment of the new auditor and to gain their permission to share information we have collated in our audit file with them for the purposes of facilitating a transition process.

Our audit working papers and audit software system ensure a smooth review process can be achieved.

If I can be of any further assistance, please feel free to contact me.

Regards

John

**John Jovicevic**
Director

DeanNewbery

**P:** 8267 4777
**E:** johnj@deannewbery.com.au
**W:** www.deannewbery.com.au
Dean & Newbery Pty Ltd | ABN 48 007 865 081
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**From:** Luigi Mesisca <lmesisca@pirie.sa.gov.au>
**Sent:** Thursday, 7 May 2026 6:52 PM
**To:** John Jovicevic <JohnJ@deannewbery.com.au>
**Cc:** Holly Gwynne <hgwynne@pirie.sa.gov.au>
**Subject:** End-of-term audit handover

You don't often get email from lmesisca@pirie.sa.gov.au. Learn why this is important

**CAUTION EXTERNAL SENDER:** This email originated from outside the Dean Newbery network. Do not act on instructions, click links or open attachments unless you recognise the sender and know the content is authentic and safe.

Hi John

As part of Council's consideration of the external audit appointment, could you please confirm Dean Newbery's position on handover arrangements at the end of the audit term, should you be appointed.

Specifically, when Dean Newbery's period as Council's auditor concludes, would you provide an appropriate handover to any incoming auditor, including relevant audit information and cooperation reasonably required to ensure a smooth transition?

This would assist Council in confirming that there would be continuity and minimal disruption at the end of the appointment period.

Kind regards,
Lui

**Luigi Mesisca**
Director Corporate & Community
Port Pirie Regional Council
115 Ellen Street (PO BOX 45) Port Pirie SA 5540
Tel: (08) 8633 9722 Mobile: 0419 821 976
Web: www.pirie.sa.gov.au



## 16.2 RFT 2026/196 - PHOENIX PARK LANDSCAPE WORKS

**Author:** **Terry McGinnis, Project Manager**

**Authoriser:** **Trevor Cugley, Director Infrastructure**

**File Reference:** **2026.0791**

| | | | | |
|---|---|---|---|---|
| **Timeframe**: | 2025/26 Financial Year | | | |
| **Budget Impact:** | Nil | | | |
| **Risk Assessment:** | **Primary Risk Type(s):** | | Financial / Infrastructure | |
| | **Inherent Risk:** | **Likelihood** | **Consequence** | **Rating** |
| | | Possible | Moderate | Medium |
| | **Controls:** | ▪ Competitive tender process<br>▪ 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:**

- **Awards a contract to SA Precision Contracting for the Landscaping Work at Phoenix Park Wetland in accordance with the documents submitted in response to Request for Tender Contract 2026/196 – Phoenix Park Landscape Works up to the amount of $523,900 (excluding GST);**
- **Delegates authority to the Chief Executive Officer, in consultation with the Director Infrastructure and Project Manager Port Pirie Greening Program, to approve increases in the contract scope of work up to the value of 5% of the contract sum while not exceeding the total endorsed budget amount for the 2025/26 Phoenix Park Wetland Greening programs; and**
- **Delegates authority to the Chief Executive Officer to sign all documentation to give effect to this resolution.**

**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 system recently completed, ensuring the 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 landscaping work.

**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 comprises four distinct land units - exposed mudflats, chenopod shrublands, phragmite reed beds, and amenity planting areas - each identified as requiring targeted restoration. The proposed works aim to revegetate and rehabilitate these areas by increasing perennial ground cover, enhancing ecological condition and habitat complexity, and reducing the prevalence of environmental weeds. Collectively, these measures will contribute to improved biodiversity outcomes while also enhancing the recreational and aesthetic values of the site.

All works will be carried out in accordance with the design documentation prepared by Jensen Plus. The landscaping and planting program includes minor excavation, topsoil amelioration, and vegetation and weed treatment to prepare the site for revegetation. These preparatory activities will be followed by the importation and placement of suitable topsoil, application of mulch in designated areas, and hydroseeding to promote rapid ground cover establishment.

The project further includes the installation of a diverse range of trees, shrubs, groundcovers, and other plant species consistent with the approved landscape design. Additional elements comprise the installation of timber coir logs to assist with soil stabilisation and erosion control, as well as the establishment of a new turf area adjacent to the tennis courts at the entrance to the wetland from The Terrace.

A newly installed irrigation system will support the establishment phase by providing consistent and adequate watering to all newly planted and seeded areas. This will facilitate successful plant establishment, contributing to the long-term sustainability, resilience, and biodiversity of the restored wetland environment.

**TENDER ASSESSMENT**

Request for tender documents were lodged with SA Tenders and Contracts closing on 14 May 2026. Two submissions were received, although one submission was late, therefore non-compliant.

Tenders were invited on a lump sum basis.

| **Tenderer** | **Tendered Price $ (excluding GST)** |
|---|---|
| SA Precision Contracting | $511,900 (excluding GST) |
| Eco Dynamics | $909,654.67 non-conforming, provided for reference |

**QUALITATIVE ASSESSMENT**

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

| **Criteria** | **Weighting** |
|---|---|
| Works Health & Safety and Risk Management | 10% |
| Environmental Management Systems and Quality Systems | 10% |
| Experience | 15% |
| Implementation/Delivery Schedule | 15% |
| Price | 50% |
| **Total** | **100%** |

The submissions were evaluated by:

- Terry McGinnis – Project Manager Greening

- Allan Henderson – Parks and Recreation Supervisor
- 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

**RISK**

Due to the prolonged storage and associated maintenance of tubestock, a **provisional** sum of $12,000 ex GST has been included to address potential additional works required during the planting phase of plants, groundcovers, and shrubs. This allowance accounts for risks such as plant viability, increased labour, replacement of failed stock, and site preparation adjustments that may arise at the time of planting.

Council and the contractor will jointly assess the quantity of tubestock requiring additional treatment or effort at the time of planting. The provisional sum (PC sum) will be applied based on this assessment and expended only as mutually agreed. All expenditure against this allowance will be monitored, documented, and subject to verification to ensure it aligns with the actual scope of additional works undertaken.

**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. SA Precision Contracting have completed similar projects for other councils in the Metropolitan Region. SA Precision Contracting completed the irrigation works at the Phoenix Park Wetland, so have intricate knowledge of the area. 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 - $580,000 (excluding GST) for 2025/26. From this amount it is proposed the following:

- Award a contract of $523,900 excluding GST.
- Provide allocation for contingency of $26,195 being 5% of contract amount.

The overall funding allocated for the 2025/26 includes the purchase of all plants, trees, shrubs, seeds, components and works. 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 begin in June 2026, and be completed in the first quarter of the financial year 2026/27, subject to delays in weather.

| Criteria | Weighting | SA Precision Contracting | ecoDynamics |
|---|---|---|---|
| Works Health & Safety and Risk Management. | 10% | Have provided relevant safety documentation. Including Incident form examples a WHS Management Plan, WHS Policy etc. | |
| Environmental Management Systems and Quality Systems | 10% | Has submitted an environmental management plan. | |
| Experience. | 15% | Has completed this type of works before in the Adelaide region. SAPC have also installed the Irrigation works in Phoenix Park. | |
| Implementation/Delivery Schedule | 15% | Delivery schedule meets the tight time frames in completing the works early September and be onsite June 2026. | |
| Price | 50% | Most cost effective submission. Within budget. Others non-compliant. | |
| General Comments | 100% | All relevant paperwork supplied in the tender submission. SAPC have worked on the Phoenix Park Wetland site therefore know the site well. | Non-comlying due to a late submission. |

| ITEM | DESCRIPTION<br>Evaluation Criteria<br>Note: ( )* Denotes Rating | WEIGHTING % | SA Precision Contracting<br>Score (out of 5) | | ecoDynamics<br>Score (out of 5) | |
|---|---|---|---|---|---|---|
| | **LUMPS SUM TENDER VALUE EXCL GST** | | **$ 511,900.00** | | **$ 909,654.67** | |
| 1 | Works Health & Safety and Risk Management (Schedule 5) | 10% | 3 | 6.00 | 0 | 0.00 |
| 2 | Environmental Management Systems and Quality Systems (Schedule 6) | 10% | 3 | 6.00 | 0 | 0.00 |
| 5 | Experience (Schedule 10) | 15% | 3 | 9.00 | 0 | 0.00 |
| 7 | Implementation/Delivery Schedule (Schedule 12) | 15% | 3 | 9.00 | 0 | 0.00 |
| 10 | Price (Schedules 16)<br>Score = 2.5 + 5*(($M-$T)/$M) | 50% | 3.9 | 39.00 | 0 | 0.00 |
| | TOTAL SCORE INCLUDING PRICE | **100%** | 69.00 | | 0.00 | |
| | **TOTAL RANK INCLUDING PRICE** | | **1** | | | |
| | *TOTAL SCORE EXCLUDING PRICE* | | *57.00* | | *0.00* | |
| | ***TOTAL RANK EXCLUDING PRICE*** | | ***1*** | | | |

**ATTACHMENTS**

**Nil**

## 16.3 RFT 2025/192 - CONSTRUCTION OF SOLOMONTOWN FOOTPATHS STAGE TWO

**Author:** **Terry McGinnis, Project Manager**

**Authoriser:** **Trevor Cugley, Director Infrastructure**

**File Reference:** **2025.1966**

| | | | | |
|---|---|---|---|---|
| **Timeframe**: | 2025/26 | | | |
| **Budget Impact:** | Nil | | | |
| **Risk Assessment:** | **Primary Risk Type(s):** | | Financial / Infrastructure | |
| | **Inherent Risk:** | **Likelihood** | **Consequence** | **Rating** |
| | | Possible | Minor | Medium |
| | **Controls:** | ▪ Competitive tender process<br>▪ Award an appropriately qualified contractor | | |
| | **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:**

- **Awards a contract to MJ Civil and Concrete Pty Ltd for the civil and concrete works in Solomontown in accordance with the documents submitted in response to the Request for Tender Contract 2025/192 – Construction of Solomontown Footpaths Stage Two up to the amount of $835,853.63;**
- **Delegates authority to the Chief Executive Officer, in consultation with the Director Infrastructure and Project Manager Port Pirie Greening Program, to approve increases in the contract scope of work up to the value of 10% of the contract sum while not exceeding the total endorsed budget amount for the 2025/26 Sealing of Solomontown Footpath and Solomontown Green programs; and**
- **Delegates authority to the Chief Executive Officer to sign all documentation to give effect to this resolution.**

**EXECUTIVE SUMMARY**

Council has secured grant funding of $200,000 over a four-year period to deliver the Solomontown Greening Project, a key component of the broader Greening Port Pirie initiative. Building on the success of Stage One, the project aims to further enhance urban amenity and environmental outcomes through increased tree planting, expanded canopy cover, and the installation of passive irrigation inlets. These improvements are designed to mitigate dust from unsealed footpaths while significantly improving streetscape presentation and kerb appeal.

The project is further supported by contributions from the Targeted Local Area Plan (TLAP) and Port Pirie Regional Council, which will fund the sealing and construction of footpaths, delivering complementary infrastructure upgrades alongside the greening works.

This report outlines the procurement and tender evaluation process undertaken for the delivery of the project and recommends the preferred contractor to carry out the works in accordance with Council objectives and funding requirements.

## DISCUSSION

Greening Port Pirie is a collaborative initiative involving the South Australian State Government, SA Water, Port Pirie Regional Council, and the Port Pirie Targeted Lead Abatement Program (TLAP), aimed at delivering targeted environmental and urban improvements across key areas of the township.

The Solomontown Greening Project represents Stage Two of works within the Solomontown area, building on the success of Stage One, which demonstrated measurable improvements to streetscape amenity, dust suppression, and community perception of the area. Stage Two seeks to extend these outcomes through a coordinated program of infrastructure and greening enhancements.

The project will deliver the sealing and construction of footpaths, expanded street tree planting, installation of passive irrigation inlets, and associated landscape improvements. These works are designed to reduce dust generation from previously unsealed surfaces, improve pedestrian accessibility, increase urban canopy coverage, and contribute to cooling and environmental benefits. In addition, the upgrades will enhance the visual character and liveability of the Solomontown area, supporting broader objectives of community wellbeing and neighbourhood revitalisation.

Through this integrated approach, the project continues to align with the long-term vision of the Greening Port Pirie initiative - transforming targeted areas into more resilient, attractive, and sustainable urban environments.

## TENDER ASSESSMENT

Request for Tender (RFT) documentation was issued via the SA Tenders and Contracts portal, with submissions closing on 5 February 2026. A total of seven submissions were received, with one submission deemed non-compliant. The remaining submissions were assessed as conforming and comprehensive in their responses.

Following the evaluation, it was identified that all conforming tenders exceeded the available project budget. In response, the project scope has been reviewed and refined to align with available funding while still achieving key project outcomes.

Council has been able to leverage surplus grant funding from the Terrace WSUD Greening Project to supplement the Solomontown Greening Project budget. This has enabled delivery of much of the revised scope of works, ensuring the project can proceed while maintaining its core objectives.

Tenders were invited on a lump sum basis.

| Tenderer | Tendered Price $ (excluding GST) |
|---|---|
| Allied Kerbing and Concreting SA Pty Ltd | $2,345,287.92 |
| Caddy Earthworks Pty Ltd | $1,140,853.21 |
| Civil-Tech Pty Ltd | $1,397,019.71 |
| Denco Civil Pty Ltd | $1,425,465.73 |
| Metro and Country Civil Pty Ltd | $2,709,147.54 |

| | |
|---|---|
| MJ Civil and Concrete Pty Ltd | $1,092,629.11 |
| Adelaide Stella Concrete Pty Ltd | $1,371,806.56 non-conforming provided for reference |

**QUALITATIVE ASSESSMENT**

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

| Criteria | Weighting |
|---|---|
| Works Health & Safety and Risk Management. | 10% |
| Environmental Management Systems and Quality Systems | 10% |
| Local Economic Benefit & Social Inclusion | 10% |
| Experience | 10% |
| Implementation/Delivery Schedule | 20% |
| Price | 40% |
| **Total** | **100%** |

The tenders were evaluated by:

- Terry McGinnis – Project Manager Greening
- Glenn Miller – Projects and Procurement Coordinator
- Trevor Cugley – 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

**QUOTE CLARIFICATIONS SOUGHT**

Clarification was sought from both MJ Civil and Concrete Pty Ltd and Caddy Earthworks. Regarding the validation of price currency and the reduction in scope to meet budget which involved removing Albert Terrace. From these clarifications pricing was amended as detailed below:

- MJ Civil and Concrete Pty Ltd - $835,853.63
- Caddy Earthworks Pty Ltd - $875,167.02

**OVERALL FINDING**

The tender submission received from MJ Civil and Concrete Pty Ltd is deemed to be the best offer in relation to the specified works. The pricing provided by MJ Civil and Concrete Pty Ltd provides the best value for money when compared against other pricing received.

Caddy Earthworks is the next most competitive submission and offers the advantage of being a local contractor. However, their tender includes notable exclusions relating to material disposal fees and road surface reinstatement. When these excluded items are accounted for, they are estimated to add approximately $120,000 to the overall project cost. This reduces the competitiveness of their submission when compared on a like-for-like basis with other tenders.

MJ Civil and Concrete Pty Ltd have completed similar projects as well as other large commercial projects. The reference checks that we have undertaken have given positive feedback, explaining that they are diligent and very professional. It is recommended that MJ Civil and Concrete Pty Ltd are the successful tenderer.

**TIMING AND BUDGET**

Council has the following funding source for the execution of this project.

- Greening Grant Funding - $950,000 for 2025/26

The overall funding allocated for the 2025/26 includes all equipment, components and works. 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 quarter one of financial year 2026/27, subject to delays in weather.

| Criteria | Weighting | Allied Kerbing & Concreting SA Pty Ltd | Caddy Earthworks Pty Ltd | Civil-Tech Pty Ltd | Denco Civil Pty Ltd | Metro and Country Civil Pty Ltd | MJ Civil and Concrete Pty Ltd | Adelaide Stella Concrete Pty Ltd |
|---|---|---|---|---|---|---|---|---|
| Works Health & Safety and Risk Management. | 10% | Excellent submission, detailed and comprehensive. Meets criteria. | Compliant submission. | Excellent submission. Detailed and comprehensive. | Compliant submission. | Compliant submission. | Compliant submission. | Non Compliant |
| Environmental Management Systems and Quality Systems | 10% | Excellet submission, detailed, comprehensive. Exceeds criteria as they hold third party certification. | No detailed management systems have been supplied. Project Proposal supplied. Can supply additional documents if successful. In process of obtaining third party certification. | Excellet submission, detailed, comprehensive. Exceeds criteria as they hold third party certification. | Excellet submission, detailed, comprehensive. Exceeds criteria as they hold third party certification. | Suitable submission | Compliant submission, internal documentation. No third party certification. | Non Compliant |
| Local Economic Benefit & Social Inclusion | 10% | Submission is satisfactory. Only using limited subcontractors, accommodation etc. Using a majority Adelaide based labour and materials. | All employees and sub contractors are local being used by the contractor. Meeting criteria. | Satisfactory submission. Contractors main labour comes from out of local area, but all sub-contractors and materials locally sourced. Partially meets criteria. | Satisfactory submission. Contractors main labour comes from out of local area, but all sub-contractors and materials locally sourced. Partially meets criteria. | Submission is satisfactory. Only using limited subcontractors, accommodation etc. Using a majority Adelaide based labour and materials. | All employees and sub contractors are local being used by the contractor. Meeting criteria. | Non Compliant |
| Experience. | 10% | Suitable submission, has experience in Civil and concrete works. Suitable submission. | Detailed submission. Has experience in Civil and Concrete (sub-contractor). Has worked for PPRC, has completed works within stage one, therfore is familiar with the works to be undertaken. | Suitable experience noted in the submission. Has completed works at various Councils and also PPRC. | Detailed submission. Has experience in Civil and Concrete (sub-contractor). Has worked for PPRC, has completed works within stage one, therfore is familiar with the works to be undertaken. | Suitable submission, has experience in Civil and concrete works. Suitable submission. | Suitable experience noted in the submission. Has relevant Civil and Concrete experience. | Non Compliant |
| Implementation/Delivery Schedule | 20% | Schedule is workable. Requested that it is to be completed by end of June 2026. But a July completion can possibly be accomodated. Partially compliant. | Schedule is stating that it cannot be completed in the June 30 period, but will work to complete the works. Time frame is flexible on the rates per day provided. | Schedule stated anticipating an April start and other commitments and weather an end of August completion is realistic. This doesn't meet the stated end of June criteria, this seems common with all submissions. | Has stated that the works can be completed within the deadline 30 June. One of the only submissions to state that the works can be completed. | Schedule is unrealistic stating that works completed early 2027. | Non committal on the date of completion. A possible RFI to go out to ensure the schedule can be adhered too. | Non Compliant |
| Price | 40% | Budget is exceeded. Pricing submitted is comprehensive but is the second most expensive submission. | Competitive pricing supplied. Second most competitive submissions. Noting the exclusion of the kerbing/asphalt finish therefore may be less competitive to be able to finish these areas when replaced. | Mid range pricing compared with other submissions. No allowance has been made for rubble under footpaths, only under the crossover/driveways. | Competitive pricing, sitting mid range. Makes note of 200mm dig out of each section adding 100mm rubble base underneath each section of footpath. This may have added to less competitive pricing. | Uncompetitive pricing is the highest submission. | Most competitive pricing. Leading the pricing structure. | Pricing mid range, but other areas non compliant. |
| General Comments | 100% | Very detailed and comprehensive submission. Very well set out, pricing is well above budget, therefore not a competitive tender in that respect. | A suitable submission. Pricing is competitive, but no inclusion of the kerb to road surface finish. Has experience in the completion of works as Caddy Earthworks did significant work on Stage One. | A comprehensive submission. Meeting most of the criteria. Mid range pricing but with no rubble under footpaths, may increase in price if comparable with other submissions. | A comprehensive and suitable submission. Pricing is competitive for the inclusions. May be more competitve if others have excluded works that Denco has included. | Very detailed and comprehensive submission. Well set out, pricing is well above budget, therefore not a competitive tender in that respect. | A suitable submission. Most competitive pricing. With exclusions and inclusions appears to be leadin the submissions. | Non Compliant |

| ITEM | DESCRIPTION<br>Evaluation Criteria<br>Note: ( )* Denotes Rating | WEIGHTING % | Allied Kerbing & Concreting SA Pty Ltd | | Caddy Earthworks Pty Ltd | | Civil-Tech Pty Ltd | | Denco Civil Pty Ltd | | Metro and Country Civil Pty Ltd | | MJ Civil and Concrete Pty Ltd | | Adelaide Stella Concrete Pty Ltd | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | Score (out of 5) | | Score (out of 5) | | 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** | | **$ 2,345,287.92** | | **$ 1,140,853.21** | | **$ 1,397,019.71** | | **$ 1,425,465.73** | | **$ 2,709,147.54** | | **$ 1,092,629.11** | | **$ 1,371,806.56** | |
| 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 | 3 | 6.00 | 0 | 0.00 |
| 2 | Environmental Management Systems and Quality Systems (Schedule 6) | 10% | 4 | 8.00 | 1 | 2.00 | 4 | 8.00 | 4 | 8.00 | 2 | 4.00 | 3 | 6.00 | 0 | 0.00 |
| 3 | Local Economic Benefit & Social Inclusion (Schedule 7) | 10% | 1 | 2.00 | 3 | 6.00 | 2 | 4.00 | 2 | 4.00 | 2 | 4.00 | 3 | 6.00 | 0 | 0.00 |
| 5 | Experience (Schedule 10) | 10% | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 0 | 0.00 |
| 7 | Implementation/Delivery Schedule (Schedule 12) | 20% | 1 | 4.00 | 1 | 4.00 | 1 | 4.00 | 3 | 12.00 | 1 | 4.00 | 3 | 12.00 | 0 | 0.00 |
| 10 | Price (Schedules 16)<br>Score = 2.5 + 5*(($M-$T)/$M) | 40% | 1.33 | 10.64 | 4.5 | 36.00 | 3.83 | 30.64 | 3.75 | 30.00 | 0.37 | 2.96 | 4.63 | 37.04 | 3.89 | 31.12 |
| | TOTAL SCORE INCLUDING PRICE | **100%** | 36.64 | | 60.00 | | 58.64 | | 66.00 | | 26.96 | | 73.04 | | 31.12 | |
| | **TOTAL RANK INCLUDING PRICE** | | **5** | | **2** | | **4** | | **3** | | **7** | | **1** | | **6** | |
| | *TOTAL SCORE EXCLUDING PRICE* | | *20.64* | | *46.00* | | *40.64* | | *48.00* | | *12.96* | | *55.04* | | *31.12* | |
| | ***TOTAL RANK EXCLUDING PRICE*** | | ***6*** | | ***2*** | | ***4*** | | ***3*** | | ***7*** | | ***1*** | | ***5*** | |

## ATTACHMENTS

**Nil**

## 16.4 RFT 2025/194 - PORT PIRIE HOSPITAL CARPARK

**Author:** **Angie Finlay, Project Manager**

**Authoriser:** **Trevor Cugley, Director Infrastructure**

**File Reference:** **2026.0624**

| | | | | |
|---|---|---|---|---|
| **Timeframe**: | 2025/2026 | | | |
| **Budget Impact:** | Additional Budget Required | | | |
| **Risk Assessment:** | **Primary Risk Type(s):** | | Financial / Infrastructure | |
| | **Inherent Risk:** | **Likelihood** | **Consequence** | **Rating** |
| | | Possible | Minor | Medium |
| | **Controls:** | ▪ Competitive quote and experienced contractor | | |
| | **Residual Risk:** | Unlikely | Minor | Low |

| **STRATEGIC REFERENCE:** | |
|---|---|
| **Theme** | Our Lifestyle |
| **Goal** | Infrastructure |
| **Strategy 3.2.4** | Port Pirie's Port facilities are increasingly used and support economic diversification. |

**RECOMMENDATION**

**That Council:**

1. **Notes that five (5) submissions were received in response to Request for Tender Contract 2025/194.**
2. **Awards a contract for the Port Pirie Hospital Car Park construction to Jakelco Contracting Pty Ltd in accordance with the documents submitted in response to Request for Tender 2025/194 Port Pirie Carpark, for an amount up to $339,000 (excluding GST).**
3. **Delegates authority to the Chief Executive Officer, in consultation with the Director Infrastructure and Projects & Procurement Coordinator, to approve increases in the contract scope of work up to the value of 10% of the contract sum while not exceeding the total endorsed budget amount for the 2025/26 Carparks Capital Program (as adjusted by this report).**
4. **In awarding this contract, approves the transfer of $196,466 from the project budget for the Replacement of Merriton Bridge Culverts to the Port Pirie Hospital Carpark project budget to bring the available contractor funding for this project to a total of $372,900.**
5. **Approves the proposal to vary the executed contract to include the installation of streetlighting up to the value of $20,000, and in doing so approves the further transfer of $20,000 from the project budget for the Replacement of Merriton Bridge Culverts to the Port Pirie Hospital Carpark project budget to bring the available contractor funding for this project to a total of $392,900.**
6. **Approves the carry forward the remainder of any budget amounts endorsed by this resolution that have not been expended by 30 June 2026, over to the 2026/27 financial year.**
7. **Delegates authority to the Chief Executive Officer to sign all documentation to give effect to this resolution.**

| **EXECUTIVE SUMMARY** |
| --- |
| The Port Pirie Hospital has been identified by the community as having inadequate parking capacity. This has resulted in increased demand for on-street parking, creating impacts for residential property owners and surrounding businesses. To address these issues, Council proposed to construction of a new asphalt car park on the corner of David Street and The Terrace. |

## DISCUSSION

The Port Pirie Hospital recently built a new Emergency Department, and the area requires additional car parking facilities to compensate for the additional traffic as well as, reduce the street parking within the area to create a better environment for residents and surrounding commercial properties.

Council has allocated **$203,434** of contractor spend to complete the asphalt car parking facilities consisting of 51 car parking spaces, 3 of which have been allocated for disabled car parking, with the location to be confirmed with the Disability Access and Inclusion Committee.

The original scope did not allow for the installation of lighting within the car park; however, Council may elect to either approve lighting at construction stage to achieve cost efficiencies or defer installation with infrastructure provisions included for future delivery. The estimated costs to purchase and install lighting have been investigated should the budget be allocated.

## PROPOSED WORKS

## TERM OF CONTRACT

The term of the contract is a one-off contract with a 12-month warranty period, commencing in 2026.

## TENDER ASSESSMENT

Request for Tender documentation was published on an open forum on Tender SA online.

At the closing time of tenders, 2 pm Tuesday 16 March 2026 there were five (5) tender submissions received as follows:

| **Tenderer** | **Tender Price Including tree removal $ (excluding GST)** |
| --- | --- |
| Jakelco Contracting Pty Ltd | 280,815.00 |
| Civil Zone Pty Ltd | 464,942.69 |
| Civil Tech Pty Ltd | 286,541.00 |
| Fleurieu Civil Pty Ltd | 479,967.21 |
| MYKRA Pty Ltd | 360,104.00 |

Tenderers were invited on a Lump Sum basis.

## QUALITATIVE ASSESSMENT

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

Work, health and safety and risk management 10%

| | |
|---|---|
| Local Economic Benefits and Social Inclusion | 5% |
| Experience | 20% |
| Warranty | 5% |
| Implementation/ Delivery Schedule | 10% |
| Price | 50% |
| **TOTAL** | **100%** |

The tenders were evaluated by Angie Finlay, Project Manager and 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

**TENDER CLARIFICATIONS SOUGHT**

The following information was identified subsequent to the close of tenders and has implications for the contract award.

A post-tender design review determined that an increase in the overall carpark height was required to improve clearance for stormwater infrastructure. This design amendment necessitates additional fill and concrete materials, resulting in a change to the construction scope.

Furthermore, tendered prices have been impacted by recent global economic conditions, including instability associated with the conflict in Iran. These conditions have contributed to increases in the cost of key inputs such as concrete, bituminous materials, and fuel. Tenderers have advised Council that their original submissions have been affected by these cost escalations and that pricing adjustments are required to reflect current market conditions.

In response, Council invited all tenderers to submit revised pricing for consideration as part of the evaluation process.

Following assessment of the updated submissions and associated clarifications, the final tender prices are presented in the table below.

| **Tenderer** | **Revised Tender Price (excluding GST)** |
|---|---|
| Jakelco Contracting Pty Ltd | $339,000.00 |
| Civil Zone Pty Ltd | Revised Price not received |
| Civil Tech Pty Ltd | $371,844.34 |
| Fleurieu Civil Pty Ltd | $542,626.41 |
| MYKRA Pty Ltd | $475,870.00 |

**OVERALL FINDING**

All tender submissions were received in accordance with industry standards and met the minimum requirements of the specification. The proposed methodologies were broadly comparable across the submissions, and the tendered prices were generally consistent with Council's pre-tender cost expectations.

Following the detailed evaluation, **Jackelco Pty Ltd** ranked highest overall with both evaluators. This outcome was primarily due to:

- More competitive pricing, providing the best overall value for money;
- Demonstrated and relevant project experience in similar civil works;
- Appropriate qualifications and certifications, ensuring compliance with statutory and technical

requirements; and
- Proven construction methodologies assessed as low-risk and well-suited to the site conditions.

A comparison between the tendered prices and the expected costs is summarised in the Tender Evaluation Summary and the Tender evaluation scoring matrix provided as attachments 1 and 2.

**TIMING AND BUDGET**

Budget

Under the 2025/26 Capital Works Budget, an allocation of **$203,434** has been made for the engagement of a civil contractor to undertake the construction of the Port Pirie Hospital Carpark.

Following completion of the procurement process outlined in this report, it is recommended that a contract be awarded in the amount of $339,000.

Given the potential risks associated with unidentified underground services and/or latent site conditions, ongoing global supply uncertainties, requirements for electrical infrastructure, and potential scope changes as directed by Council, it is further recommended that a provision of 10% of the contract value ($33,900) be approved as part of the contract award.

Accordingly, the total project budget requirement is $372,900. This represents a shortfall of $169,466 against the currently available budget. It is proposed that this shortfall be funded through a reallocation of funds from the cancelled Replacement of Merriton Bridge Culverts project.

Further Budget Considerations

It is noted that the original design for the carpark did not include lighting, as the facility was intended primarily to accommodate overflow demand from the existing Hospital Emergency Department carpark and nearby on-street parking during peak daytime periods.

To enhance public safety, the carpark designer has subsequently developed a lighting plan for Council's consideration. The initial proposal comprised 10 hard-wired streetlights to fully illuminate the site. Following review by the Manager Operations, Director Infrastructure, and Project Manager, it was determined that this level of lighting exceeds the operational requirements of the facility.

It is therefore proposed that the lighting provision be rationalised to 5 solar LED streetlights. This approach removes the need for electrical infrastructure, including switchboards, underground cabling, and SA Power Networks connections. In addition, solar lighting is expected to reduce light spill typically associated with mains-powered installations, thereby minimising impacts on nearby residents along The Terrace.

The estimated cost for installation of 5 solar LED streetlights is approximately $20,000, compared to $51,000 for a mains-powered solution.

Incorporating this additional scope would increase the total project budget to $392,900. As a result, the required budget transfer from the Merriton Bridge Culverts project would increase to $189,466.

As this represents an increase beyond the initially identified budget shortfall, Council approval is sought to either endorse or decline the inclusion of the proposed lighting at this stage. Should Council approve the additional scope, the Project Manager will undertake a formal process to refine costs and execute a contract variation to incorporate the works into the awarded contract.

Timing

While the contract award and preliminary activities can be completed by 30 June 2026, the primary construction works for the carpark are now scheduled to occur in the latter half of 2026 as a work in progress project. As this project will require continued funding in the next financial year, any unexpended funds as of 30 June 2026 will need to be carried forward to 2026/27.

**ATTACHMENTS**

1. **Attachment 1- Evaluation Summary**
2. **Attachment 2 - Detailed Evaluation (Orginal Tender)**
3. **Attachment 3 - Detailed Evaluation (Revised Design)**

| Criteria | Weighting | Jakelco Contracting Pty Ltd | Civil Zone Pty Ltd | Civil Tech Pty Ltd | Fleurieu Civil Pty Ltd | MYKRA Pty Ltd |
|---|---|---|---|---|---|---|
| Works Health & Safety and Risk Management. | 10% | All documents provided | All documents provided | All documents provided | All documents provided | All documents provided |
| Local Economic Benefit & Social Inclusion | 5% | Adelaide based company but using local suppliers | Adelaide based company but using local suppliers | Adelaide based company but using local suppliers | Adelaide based company but using local suppliers and contractors | Adelaide based company but using local suppliers |
| Experience. | 20% | Have years of experience and have proformed contracts with Council in the past with no concerns | Have years of experence and have proformed contracts with neighbouring Councils | Have years of experience and have proformed contracts with Council in the past with no concerns | Have years of experience and have proformed contracts with Council in the past with no concerns | Have years of experience and have proformed contracts with Council in the past with in different fields no concerns |
| Implementation/Delivery Schedule | 10% | Completed by June 30 however due to revised design dates will be confirmed with preferred contractor | Completed by June 30 however due to revised design dates will be confirmed with preferred contractor | Completed by June 30 however due to revised design dates will be confirmed with preferred contractor | Completed by June 30 however due to revised design dates will be confirmed with preferred contractor | Completed by June 30 however due to revised design dates will be confirmed with preferred contractor |
| Warranty | 5% | 12mths | 12 mths | Any warranties associated with products utilised within the project works will be fully extended to the client ensuring they receive comprehensive coverage and support | 12 mths | 12 mths |
| Price | 50% | $259,500<br>plus$1015 per tree removal<br>$21,315.00<br>Electrical Lm 110<br>TOTAL price<br>$280,81500 | $441,443.69<br>Plus 1119.00 per tree<br>$23,499.00<br>TOTAL Price<br>$464,924.69<br>Electrical cables<br>$130 per Lm | $308,755.41<br>- $15000 tree removal<br>$98.32 Lm<br>- $ 17009.11 conduit<br>- $5205.60 light pole caissons ($37214.71)<br>TOTAL with trees<br>$323,755.41 | $456,867.27<br>plus $1100 per tree<br>$23,100.00<br>Electrical Lm 334.48<br>Total price $479,967.21 | $335,954.00<br>plus $1150 per tree<br>$24,150.00<br>Electrical Lm $280<br>$360,104.00 |
| Price with revised Plans | 50% | $339,000.00 | N/A | $371,844.34<br>Non -conforming Quote using Geoweb in lieu of concrete option for the stormw ater pipe.<br>$332,587.94 | 542,626.41 | 475,870.00 |
| General Comments | | | | Non comforming option provide vaule. | | |

| ITEM | DESCRIPTION<br>Evaluation Criteria<br>Note: ( )* Denotes Rating | WEIGHTING % | Jakelco Contracting Pty Ltd | | Civil Zone Pty Ltd | | Civil Tech Pty Ltd | | Fleurieu Civil Pty Ltd | | MYKRA 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** | | **$ 259,500.00** | | **$ 441,443.69** | | **$ 308,755** | | **$ 456,867.27** | | **$ 335,954** | |
| | | | **$ 280,815.00** | | **$ 464,942.69** | | **$ 323,755** | | **$ 479,967.21** | | **$ 360,104** | |
| 1 | Works Health & Safety and Risk Management (Schedule 5) | 10% | 4 | 8.00 | 4 | 8.00 | 4 | 8.00 | 4 | 8.00 | 4 | 8.00 |
| 3 | Local Economic Benefit & Social Inclusion (Schedule 7) | 5% | 2 | 2.00 | 2 | 2.00 | 2 | 2.00 | 3 | 3.00 | 2 | 2.00 |
| 5 | Experience (Schedule 10) | 20% | 3 | 12.00 | 3 | 12.00 | 3 | 12.00 | 3 | 12.00 | 3 | 12.00 |
| 7 | Implementation/Delivery Schedule (Schedule 12) | 10% | 3 | 6.00 | 3 | 6.00 | 2 | 4.00 | 3 | 6.00 | 3 | 6.00 |
| 9 | Warranty (Schedule 14) | 5% | 2 | 2.00 | 2 | 2.00 | 3 | 3.00 | 2 | 2.00 | 2 | 2.00 |
| 10 | Price (Schedules 16)<br>Score = 2.5 + 5*(($M-$T)/$M) | 50% | 5.288166 | 52.88 | 3.737379 | 37.37 | 4.8683403 | 48.68 | 3.605917 | 36.06 | 4.6365146 | 46.37 |
| | | 50% | 5.3124389 | 53.12 | 3.8780761 | 38.78 | 4.9779312 | 49.78 | 3.7610344 | 37.61 | 4.6947741 | 46.95 |
| | TOTAL SCORE INCLUDING PRICE | **150%** | 82.88 | | 67.37 | | 77.68 | | 67.06 | | 76.37 | |
| | **TOTAL RANK INCLUDING PRICE** | | **1** | | **4** | | **2** | | **5** | | **3** | |
| | **Total score including tree removal** | | 83 | | 69 | | 79 | | 69 | | 77 | |
| | **Total Rank Including Price** | | **1** | | **4** | | **2** | | **5** | | **3** | |
| | *TOTAL SCORE EXCLUDING PRICE* | | *30.00* | | *30.00* | | *29.00* | | *31.00* | | *30.00* | |
| | ***TOTAL RANK EXCLUDING PRICE*** | | ***2*** | | ***2*** | | ***5*** | | ***1*** | | ***2*** | |

| DESCRIPTION | WEIGHTING % | Jakelco Contracting Pty Ltd | | Civil Tech Pty Ltd | | Fleurieu Civil Pty Ltd | | MYKRA Pty Ltd | |
|---|---|---|---|---|---|---|---|---|---|
| Evaluation Criteria<br>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** | | **$339,000.00** | | **$371,844.34** | | **$542,626.41** | | **$475,870.00** | |
| **Non Conforming option** | | | | **$332,587.94** | | | | | |
| Works Health & Safety and Risk Management (Schedule 5) | 10% | 4 | 8.00 | 4 | 8.00 | 4 | 8.00 | 4 | 8.00 |
| Local Economic Benefit & Social Inclusion (Schedule 7) | 5% | 2 | 2.00 | 2 | 2.00 | 3 | 3.00 | 2 | 2.00 |
| Experience (Schedule 10) | 20% | 4 | 16.00 | 4 | 16.00 | 4 | 16.00 | 3 | 12.00 |
| Implementation/Delivery Schedule (Schedule 12) | 10% | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 |
| Warranty (Schedule 14) | 5% | 2 | 2.00 | 2 | 2.00 | 2 | 2.00 | 2 | 2.00 |
| Price (Schedules 16)<br>Score = 2.5 + 5*(($M-$T)/$M) | 50% | 5.1198046 | 51.20 | 4.8891971 | 48.89 | 3.6900977 | 36.90 | 4.1588095 | 41.59 |
| TOTAL SCORE INCLUDING PRICE | **100%** | 85.20 | | 82.89 | | 71.90 | | 71.59 | |
| **TOTAL RANK INCLUDING PRICE** | | **1** | | **2** | | **3** | | **4** | |
| *TOTAL SCORE EXCLUDING PRICE* | | *34.00* | | *34.00* | | *35.00* | | *30.00* | |
| ***TOTAL RANK EXCLUDING PRICE*** | | ***2*** | | ***2*** | | ***1*** | | ***4*** | |

**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 MAY 2026.**

## 16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

### 16.1 RFQ FOR CONTRACT 2025/313 - SUPPLY OF EXTERNAL AUDITOR SERVICES

**RESOLUTION COM 019/26**

**MOVED: Cr M Hopgood**

**SECONDED: Cr A Zubrinich**

**That Council:**

- **Awards a contract to Dean & Newbery Pty Ltd T/A Dean Newbery for the provision of External Auditor Services in accordance with the documents submitted in response to Request for Quotation 2025/313 - Supply of External Auditor Services, for the Year 1 amount of $21,500 excluding GST.**
- **Authorises the Chief Executive Officer to finalise the contract documentation and associated purchase order under Local Government audit providers (LGAP) Contract 23106, including future year pricing and applicable LGAP management fee arrangements.**
- **Notes that the award is subject to final confirmation of the Year 1 audit timetable, including transition arrangements and key audit milestone dates.**
- **Notes that the Audit and Risk Management Committee considered this report in its original form, as drafted for the Committee meeting held on 5 May 2026, and supported the recommendation to award the contract to Dean & Newbery Pty Ltd T/A Dean Newbery.**
- **Notes the attached email, received subsequent to the Audit and Risk Management Committee meeting, confirming Dean & Newbery Pty Ltd's end-of-term audit handover procedure and willingness to provide appropriate cooperation and relevant audit information to any incoming auditor to support a smooth transition.**

**CARRIED**

### 16.2 RFT 2026/196 - PHOENIX PARK LANDSCAPE WORKS

Cr K Jackson left the meeting at 7.15pm.

**RESOLUTION COM 020/26**

**MOVED: Cr A Zubrinich**

**SECONDED: Cr G Petagna**

**That Council:**

- **Awards a contract to SA Precision Contracting for the Landscaping Work at Phoenix Park Wetland in accordance with the documents submitted in response to Request for Tender Contract 2026/196 – Phoenix Park Landscape Works up to the amount of $523,900 (excluding GST);**
- **Delegates authority to the Chief Executive Officer, in consultation with the Director Infrastructure and Project Manager Port Pirie Greening Program, to approve increases in the contract scope of work up to the value of 5% of the contract sum**

**while not exceeding the total endorsed budget amount for the 2025/26 Phoenix Park Wetland Greening programs; and**

- **Delegates authority to the Chief Executive Officer to sign all documentation to give effect to this resolution.**

**CARRIED**

## 16.3 RFT 2025/192 - CONSTRUCTION OF SOLOMONTOWN FOOTPATHS STAGE TWO

**RESOLUTION COM 021/26**

**MOVED: Cr M Hopgood**

**SECONDED: Cr J Keain**

**That Council:**

- **Awards a contract to MJ Civil and Concrete Pty Ltd for the civil and concrete works in Solomontown in accordance with the documents submitted in response to the Request for Tender Contract 2025/192 – Construction of Solomontown Footpaths Stage Two up to the amount of $835,853.63;**
- **Delegates authority to the Chief Executive Officer, in consultation with the Director Infrastructure and Project Manager Port Pirie Greening Program, to approve increases in the contract scope of work up to the value of 10% of the contract sum while not exceeding the total endorsed budget amount for the 2025/26 Sealing of Solomontown Footpath and Solomontown Green programs; and**
- **Delegates authority to the Chief Executive Officer to sign all documentation to give effect to this resolution.**

**CARRIED**

## 16.4 RFT 2025/194 - PORT PIRIE HOSPITAL CARPARK

**RESOLUTION COM 022/26**

**MOVED: Cr M Hopgood**

**SECONDED: Cr J Connor**

**That Council:**

1. **Notes that five (5) submissions were received in response to Request for Tender Contract 2025/194.**
2. **Awards a contract for the Port Pirie Hospital Car Park construction to Jakelco Contracting Pty Ltd in accordance with the documents submitted in response to Request for Tender 2025/194 Port Pirie Carpark, for an amount up to $339,000 (excluding GST).**
3. **Delegates authority to the Chief Executive Officer, in consultation with the Director Infrastructure and Projects & Procurement Coordinator, to approve increases in the contract scope of work up to the value of 10% of the contract sum while not exceeding the total endorsed budget amount for the 2025/26 Carparks Capital Program (as adjusted by this report).**
4. **In awarding this contract, approves the transfer of $196,466 from the project budget for the Replacement of Merriton Bridge Culverts to the Port Pirie Hospital Carpark project budget to bring the available contractor funding for this project to a total of $372,900.**
5. **Approves the proposal to vary the executed contract to include the installation of streetlighting up to the value of $20,000, and in doing so approves the further transfer of $20,000 from the project budget for the Replacement of Merriton Bridge**

**Culverts to the Port Pirie Hospital Carpark project budget to bring the available contractor funding for this project to a total of $392,900.**

6. **Approves the carry forward the remainder of any budget amounts endorsed by this resolution that have not been expended by 30 June 2026, over to the 2026/27 financial year.**
7. **Delegates authority to the Chief Executive Officer to sign all documentation to give effect to this resolution.**

**CARRIED**

**MAYOR**

# ORDINARY MEETING OF COUNCIL

# 24 June 2026

**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 Reports

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

**Chris Davey**
**Chief Executive Officer**
19 June 2026

# AGENDA

**16 Items for Consideration as to Confidentiality ..... 3**

16.1 RFT for Contract 2026/193 - Crushing of Waste Concrete 2025/26..... 3

# 16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

## 16.1 RFT FOR CONTRACT 2026/193 - CRUSHING OF WASTE CONCRETE 2025/26

**Author:** **Glenn Miller, Projects & Procurement Coordinator**

**Authoriser:** **Chris Davey, Chief Executive Officer**

**File Reference:** **2026.0611**

| | | | | |
|---|---|---|---|---|
| **Timeframe**: | 2025/26 | | | |
| **Budget Impact:** | Nil | | | |
| **Risk Assessment:** | **Primary Risk Type(s):** | | Environmental | |
| | **Inherent Risk:** | **Likelihood** | **Consequence** | **Rating** |
| | | Likely | Minor | Medium |
| | **Controls:** | ▪ Issue tender and engage contractor to crush 20,000 tonnes of waste concrete and stockpile for later use. | | |
| | **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's role in the regional circular economy. |

**RECOMMENDATION**

**That Council:**

- **award a contract to SA Crushing & Minerals Pty Ltd for Crushing of Waste Concrete in accordance with the documents submitted in response to Request for Tender for Contract 2026/193 – Crushing of Waste Concrete for the amount up to $225,500 (excluding GST);**
- **delegate authority to the Chief Executive Officer in consultation with the Environmental Services Supervisor and Projects & Procurement Coordinator, to approve increases in the contract scope of work up to the value of 10% of the contract sum while not exceeding the total endorsed budget amount available for these works; and**
- **delegate authority to the Chief Executive Officer to sign all documentation to give effect to this resolution.**

**EXECUTIVE SUMMARY**

Council has allocated funding in the 2025/26 Operating Budget for the crushing of approximately 20,000 tonnes of waste concrete at the Port Pirie Waste Transfer Station for reuse as road base and related applications. Following a public tender process, six submissions were received and evaluated against established qualitative and price criteria.

All tenderers demonstrated the capability and compliance required to undertake the works, with assessment confirming that cost was the key differentiator. SA Crushing & Minerals Pty Ltd was identified as offering the best value for money, achieving the highest overall evaluation score and submitting the lowest conforming tender.

It is recommended that Council approve a contingency allowance of 10% to mitigate potential fuel cost volatility, with this contingency to be managed through a rise and fall adjustment formula incorporated within the contract, consistent with previous agreements.

**DISCUSSION**

Council has allocated funds in its 2025/26 Operating Budget for the crushing of approximately 20,000 tonnes of waste concrete at the Port Pirie Waste Transfer Station.

**PROPOSED WORKS**

Council currently has approximately 20,000 tonnes of waste concrete material that requires crushing to be used as road base and other applications by Council as needed.

The Contractor shall be responsible for carrying out all material handling activities, including crushing the material to a maximum particle size of 20 mm (20 mm minus) and stockpiling the processed material in designated locations for future use.

**TERM OF CONTRACT**

The term of the contract is for a one-off period.

**TENDER ASSESSMENT**

Request for Tender documentation was posted on the Tenders SA website with a tender closing time of 2:00 pm, Thursday 26 February 2026. At the time of closing six (6) tender submissions were received as follows:

| **Tenderer** | **Tendered Price $ (excluding GST)** |
|---|---|
| A Haros & Sons Earth Moving Pty Ltd | $366,400 |
| C L Asset Management Pty Ltd (T/A CLM Quarries) | $508,000 |
| Contour Crushing Pty Ltd | $480,000 |
| Downer EDI Works Pty Ltd | $387,961* |
| Grid Contractors Pty Ltd (T/A Grid Logistics) | $289,500 |
| SA Crushing & Minerals Pty Ltd | $163,500* |

*Pricing includes the cost of 5 days pulverization.

Tenderers were invited on a combination of Lump Sum or Schedule of Rates 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:

| | |
|---|---|
| Work Health & Safety and Risk Management | 15% |
| Environmental Management Systems and Quality Systems | 10% |
| Local Economic Benefit & Social Inclusion | 5% |
| Experience | 10% |
| Implementation/Delivery Schedule | 10% |
| Price | 50% |
| **TOTAL** | **100%** |

The tenders were evaluated by the following:

- Chris Davey – Chief Executive Officer
- Mark Darling – Environmental Services Supervisor
- Glenn Miller – Projects & Procurement Coordinator

A summary of the tender assessment is contained in the tables in the following attachments:

- Attachment 1 – Tender Evaluation Summary
- Attachment 2 – Tender Evaluation Scoring Matrix

## QUOTE CLARIFICATIONS SOUGHT

Clarifications were sought from SA Crushing & Minerals Pty Ltd regarding the following:

- A formal site visit to confirm pricing and the extent of the works area.
- The impact on pricing and rates due to fluctuations in fuel costs, attributed to the United States of America / Iran conflict.
- Confirmation of the cost implications associated with increasing the duration of pulverisation of larger materials from five (5) days to ten (10) days.

Following these clarifications and subsequent discussions, the pricing submitted by SA Crushing & Minerals Pty Ltd has been revised as follows:

| **Tenderer** | **Tendered Price $ (excluding GST)** |
|---|---|
| SA Crushing & Minerals Pty Ltd | $205,000 |

## OVERALL FINDING

The evaluation of all six (6) submissions confirmed that each tenderer is suitably qualified and demonstrates the capacity to deliver the required works. All six (6) companies have appropriate organisational structures in place and maintain comprehensive management systems addressing Work Health and Safety (WHS), environmental management, and quality assurance. Of these, three (3) contractors hold relevant third-party certifications.

As all tenderers satisfactorily meet Council's requirements, cost is the primary point of differentiation. SA Crushing & Minerals Pty Ltd represents the best value for money, having submitted the lowest conforming tender price while also achieving the highest non-price evaluation score. The remaining submissions were priced above Council's allocated budget.

It is also noted that the contract is subject to rise and fall provisions associated with fuel costs. A rise and fall adjustment formula, consistent with previous contracts, will be incorporated into the agreement.

## BUDGET

Total funding of $250,000 has been allocated to Crushing of Waste Concrete in the 2025/26 Operating Budget. This proposed scope of works to be funded from this budget is as follows:

- Mobilisation

- Pulverisation of larger pieces of concrete
- Crushing and stockpiling of concrete
- Demobilisation

As noted in the *Quote Clarifications Sought* section of this report, the final tendered price submitted by SA Crushing & Minerals Pty Ltd is $205,000 excluding GST. In consideration of potential risks associated with global fuel price fluctuations, it is recommended that a contingency provision of 10% of the contract value ($20,500) be approved. This would bring the total approved contract amount to $225,500 excluding GST.

**ATTACHMENTS**

1. **Tender Evaluation Summary**
2. **Tender Evaluation Scoring Matrix**

**TENDER SUMMARY**

| Weighting | A Haros & Sons Earth Moving Pty Ltd | C L Asset Management Pty Ltd (T/A CLM Quarries) | Contour Crushing Pty Ltd | Downer EDI Works Pty Ltd | Grid Contractors Pty Ltd (T/A Grid Logistics) | SA Crushing & Minerals Pty Ltd |
|---|---|---|---|---|---|---|
| 15% | Utilises inhouse/internal WHS & Risk Management Plans. Working towards third party certification in the next 6 months. | Utilises inhouse/internal WHS & Risk Management Plans (not third party certified). | Utilises inhouse/internal WHS & Risk Management Plans (not third party certified). | Third party certified to ISO 45001:2018 for Occupational Health and Safety Management Systems. | Third party certified to ISO 45001:2018 for Occupational Health and Safety Management Systems. | Third party certified to ISO 45001:2018 for Occupational Health and Safety Management Systems. |
| 10% | Utilises inhouse/internal Environmental Management and Quality Plans. Working towards third party certification in the next 6 months. | Utilises inhouse/internal Environmental Management and Quality Plans (not third party certified). | Utilises inhouse/internal Environmental Management and Quality Plans (not third party certified). | Third party certified to ISO 1400:1:2015 for Environmental Management Systems & ISO 9001:2015 for Quality Systems | Third party certified to ISO 1400:1:2015 for Environmental Management Systems & ISO 9001:2015 for Quality Systems | Third party certified to ISO 1400:1:2015 for Environmental Management Systems & ISO 9001:2015 for Quality Systems |
| 5% | All labour to be sourced form within South Australian, but outside of the PPRC area. | Majority of labour to be sourced from within the PPRC area. Some support to be provided from within South Australia. | One third of labour sourced from South Australia (not within PPRC area). Remaining labour from Victoria. | One third of labour sourced from South Australia (not within PPRC area). Remaining labour to be subcontracted from within South Australia (Adelaide Crushing & Recycling). | All labour to be sourced form within South Australian, but outside of the PPRC area. | 50/50 split of labour from PPRC area and Copper Coast (other South Australia). |
| 10% | Has operated for over 20 years with no contractual issues.<br>Referees include City of Port Adelaide Enfield and DEW. | Has operated for over 7 years with no contractual issues.<br>Referees include McMahon Services & HP Equipment Hire. | Has operated for over 10 years. Contract terminated on one occasion during that time.<br>Referees include Banco Group (property developers) & other Victorian crushed concrete suppliers. | Has operated for over 160 years with no contractual issues (mainly in road resurfacing).<br>Referees for concrete crushing include Murray Bridge Milling, Master Butchers Protein, DML Constructions and Heidelberg Materials. | Has operated for over 4 years with no contractual issues.<br>Referees include Sydney Water Corporation, John Holland and other NSW based companies. Current arrangement with Adelaide Hills Sandstone (quarry). | Has operated for over 10 years with no contractual issues.<br>Referees include RC of Goyder, Light RC, Living Choice Australia. |
| 10% | All works can be completed within the desired timeframe of 3 months | All works can be completed within the desired timeframe of 3 months | All works can be completed within the desired timeframe of 3 months | All works can be completed within the desired timeframe of 3 months | All works can be completed within the desired timeframe of 3 months | All works can be completed within the desired timeframe of 3 months |
| 50% | Offer sits within the mid point of pricing received. | Offer is one of the highest prices received for this tender. | Offer is the highest prices received for this tender. | Offer sits within the mid point of pricing received. | Offer is second lowest. Price cold be considered should lowest prove not to provide best value. | Offer is lowest price received.<br>Need to quantify use of pulveriser to determine final cost. |
| 100% | Suitably qualified and experienced to the perform the work.<br>Pricing is not as attractive as others received.<br>Offer not preferred. | Suitably qualified and experienced to the perform the work.<br>Pricing is one of the highest received and therefore offer is not preferred. | Suitably qualified and experienced to the perform the work.<br>Pricing is the highest received and therefore offer is not preferred. | Suitably qualified and experienced to the perform the work.<br>Pricing is not as attractive as others received.<br>Offer not preferred. | Suitably qualified and experienced to the perform the work.<br>While pricing is closer to the lowest received it is not as attractive as the lowest offer.<br>Offer not preferred. | Suitably qualified and experienced to the perform the work.<br>Contractor has evidence of providing quality service to other Councils.<br>Pricing is lowest received.<br>Offer is preferred. |

**TENDER SCORING MATRIX**

| ITEM | DESCRIPTION | WEIGHTING % | A Haros & Sons Earth Moving Pty Ltd | | C L Asset Management Pty Ltd (T/A CLM Quarries) | | Contour Crushing Pty Ltd | | Downer EDI Works Pty Ltd | | Grid Contractors Pty Ltd (T/A Grid Logistics) | | SA Crushing & Minerals Pty Ltd | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Evaluation Criteria<br>Note: ( )* Denotes Rating | | Score (out of 5) | | 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** | | **$366,400.00** | | **$508,000.00** | | **$480,000.00** | | **$387,961.02** | | **$289,500.00** | | **$205,000.00** | |
| 1 | Works Health & Safety and Risk Management (Schedule 5) | 15% | 3 | 9.00 | 3 | 9.00 | 3 | 9.00 | 4 | 12.00 | 4 | 12.00 | 4 | 12.00 |
| 2 | Environmental Management Systems and Quality Systems (Schedule 6) | 10% | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 4 | 8.00 | 4 | 8.00 | 4 | 8.00 |
| 3 | Local Economic Benefit & Social Inclusion (Schedule 7) | 5% | 2 | 2.00 | 3 | 3.00 | 1 | 1.00 | 2 | 2.00 | 2 | 2.00 | 2 | 2.00 |
| 4 | Experience (Schedule 10) | 10% | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 |
| 5 | Implementation/Delivery Schedule (Schedule 12) | 10% | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 | 3 | 6.00 |
| 6 | Price (Schedules 16)<br>Score = 2.5 + 5*(($M-$T)/$M) | 50% | 2.36 | 23.61 | 0.38 | 3.75 | 0.77 | 7.68 | 2.06 | 20.59 | 3.44 | 34.40 | 4.62 | 46.25 |
| | TOTAL SCORE INCLUDING PRICE | **100%** | 52.61 | | 33.75 | | 35.68 | | 54.59 | | 68.40 | | 80.25 | |
| | **TOTAL RANK INCLUDING PRICE** | | **4** | | **6** | | **5** | | **3** | | **2** | | **1** | |
| | *TOTAL SCORE EXCLUDING PRICE* | | *35.61* | | *15.75* | | *19.68* | | *32.59* | | *46.40* | | *58.25* | |
| | ***TOTAL RANK EXCLUDING PRICE*** | | ***3*** | | ***6*** | | ***4*** | | ***3*** | | ***2*** | | **1** | |

**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 24 JUNE 2026.**

## 16 ITEMS FOR CONSIDERATION AS TO CONFIDENTIALITY

### 16.1 RFT FOR CONTRACT 2026/193 - CRUSHING OF WASTE CONCRETE 2025/26

**RESOLUTION COM 023/26**

**MOVED: Cr L Peters**

**SECONDED: Cr J Keain**

**That Council:**

- **award a contract to SA Crushing & Minerals Pty Ltd for Crushing of Waste Concrete in accordance with the documents submitted in response to Request for Tender for Contract 2026/193 – Crushing of Waste Concrete for the amount up to $225,500 (excluding GST);**
- **delegate authority to the Chief Executive Officer in consultation with the Environmental Services Supervisor and Projects & Procurement Coordinator, to approve increases in the contract scope of work up to the value of 10% of the contract sum while not exceeding the total endorsed budget amount available for these works; and**
- **delegate authority to the Chief Executive Officer to sign all documentation to give effect to this resolution.**

**CARRIED**

**MAYOR**