

VML:MB
Vicki Lukritz
3810 6221

9 August 2018

Sir/Madam

Notice is hereby given that a Meeting of the **WORKS, PARKS AND SPORT COMMITTEE** is to be held in the **Council Chambers** on the 2nd Floor of the Council Administration Building, 45 Roderick Street, Ipswich commencing at **9.30 am or 10 minutes after the conclusion of the Infrastructure and Emergency Management Committee, whichever is the earlier** on **Monday, 13 August 2018.**

<u>MEMBERS OF THE WORKS, PARKS AND SPORT COMMITTEE</u>	
Councillor Morrison (Deputy Chairperson) (Chairperson) Councillor (Deputy Chairperson)	Councillor Wendt (Acting Mayor) Councillor Bromage Councillor Silver Councillor Martin

Yours faithfully

CHIEF EXECUTIVE OFFICER

WORKS, PARKS AND SPORT COMMITTEE AGENDA

9.30 am or 10 minutes after the conclusion of the Infrastructure and
Emergency Management Committee, whichever is the earlier on **Monday,**

13 August 2018
Council Chambers

Item No.	Item Title	Officer
1	BUS 237-0313 For the Supply of Electricity for Large Contestable Sites Under Local Buy Contract	CO
2	Household Chemicals, Gas Bottle and Listed Items Drop Off Day	IWSM
3	Ipswich Waste Services April-June 2018 Quarterly Report to the Owner	IWSM
4	Little Lifesavers Program at Orion Lagoon – Division 1	PO(TS)
5	Proposed Capital Improvements for the Georgie Conway Leichhardt Community Swim Centre – Division 8	PO(TS)
6	Outdoor Classroom Day	NBRO
7	Road Maintenance and Performance Contract 2017–2018	TO(MP)
8	**Amendment to Tender No. 13-14-327 – Site and Fill Management	BAAM

** Item includes confidential papers

WORKS, PARKS AND SPORT COMMITTEE NO. 2018(08)

13 AUGUST 2018

AGENDA

1. **BUS 237-0313 FOR THE SUPPLY OF ELECTRICITY FOR LARGE CONTESTABLE SITES UNDER LOCAL BUY CONTRACT**

With reference to a report by the Contracts Officer dated 13 July 2018 concerning the supply of electricity for large contestable sites under Local Buy Contract BUS 237-0313 for an anticipated period from 1 January 2019 through to 31 December 2022.

RECOMMENDATION

That pursuant to section 257(1) of the *Local Government Act 2009*, Council delegate to the Chief Executive Officer, the power to exercise Chapter 6 (Contracting) of the *Local Government Regulation 2012* in its capacity as a local government under the Local Buy Contract BUS 237-0313 Electricity – Large Contestable Sites.

Conditions:

This delegation is subject to the following conditions:

1. The Chief Executive Officer may only exercise the powers granted under this delegation, in relation to BUS 237-0313 Electricity Supply for Large Contestable Sites.
2. The Chairperson of the Works, Parks and Sport Committee, and the Mayor are to be consulted before exercising this delegation.
3. Whenever this power is exercised, a record of the exercise shall be made in writing at the time of exercising such power, and a copy thereof shall be kept in such format as determined from time to time by the Chief Executive Officer.
4. This delegation expires on completion of the Contract.
5. The recommendation in relation to the successful tender must be presented to Council at the first available meeting of Council.

2. **HOUSEHOLD CHEMICALS, GAS BOTTLE AND LISTED ITEMS DROP OFF DAY**

With reference to a report by the Ipswich Waste Services Manager dated 25 July 2018 concerning the Household Chemicals, Gas Bottle and Listed Items Drop Off Day 2018.

RECOMMENDATION

- A. That the next Household Chemical, Gas Bottle and Listed Items Collection Day at the Riverview Recycling and Refuse Centre be undertaken on Saturday, 29 June 2019.
 - B. That marine flares and small arms ammunition be excluded from the list of items accepted at future Household Hazardous Waste Drop Off events at the Riverview Recycling and Refuse Centre.
 - C. That the contact details for the Department of Natural Resources and Mines Explosives Inspectorate be included in the promotion of future events held by Council so that residents can be made aware of how to safely dispose of such items.
-

3. IPSWICH WASTE SERVICES APRIL-JUNE 2018 QUARTERLY REPORT TO THE OWNER

With reference to a report by the Ipswich Waste Services Manager dated 17 July 2018 concerning the Ipswich Waste Services April-June Quarterly Report to the owner.

RECOMMENDATION

That the report be received and the contents noted.

4. LITTLE LIFESAVERS PROGRAM AT ORION LAGOON – DIVISION 1

With reference to a report by the Principal Officer (Technical Support) dated 12 July 2018 concerning the proposed Little Lifesavers program at Orion Lagoon.

RECOMMENDATION

That Council approve the delivery of the Little Lifesavers program at the Orion Lagoon for the summer season in 2018–2019, as outlined in the report by the Principal Officer (Technical Support) dated 12 July 2018.

5. PROPOSED CAPITAL IMPROVEMENTS FOR THE GEORGIE CONWAY LEICHHARDT COMMUNITY SWIM CENTRE – DIVISION 8

With reference to a report by the Principal Officer (Technical Support) dated 26 July 2018 concerning capital improvements at Georgie Conway Leichhardt Community Swim Centre.

RECOMMENDATION

- A. That Council accept the proposed installation of a heated indoor pool for Leichhardt Swim Centre as outlined in Attachment A to the report by the Principal Officer (Technical Support) dated 26 July 2018.

- B. That Council agree to the transfer of additional funds within the management agreement at a cost of \$60,000 from Bundamba Swim Centres overall capital works to the proposed works as outlined in the report by the Principal Officer (Technical Support) dated 26 July 2018.
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6. OUTDOOR CLASSROOM DAY

With reference to a report by the Nature-Based Recreation Officer dated 3 July 2018 concerning Ipswich City Council support for the Outdoor Classroom Day initiative to be facilitated by Nature Play Qld on 1 November 2018.

RECOMMENDATION

That Council provide in-kind support for Outdoor Classroom Day as outlined in the report by the Nature-Based Recreation Officer dated 3 July 2018.

7. ROAD MAINTENANCE AND PERFORMANCE CONTRACT 2017–2018

With reference to a report by the Technical Officer (Maintenance Planning) on the actual quantities delivered by Ipswich City Council (Council) within the parameters of the Road Maintenance and Performance (RMPC) Contract in 2017–2018.

RECOMMENDATION

That the report be received and the contents noted.

8. **AMENDMENT TO TENDER NO. 13-14-3274 – SITE AND FILL MANAGEMENT

With reference to a report by the Business Accounting and Asset Manager dated 1 August 2018 concerning the preparation of a tender consideration plan under section 230 of the *Local Government Regulation 2012* to enable Council to enter into a large sized contractual arrangement with the existing supplier of contract 13-14-327 without complying with the requirements for written tenders under section 228 of the *Local Government Regulation 2012*.

RECOMMENDATION

- A. That Council resolve to prepare a Tender Consideration Plan to enter into a contract with the existing supplier of tender 13-14-327 Site and Fill Management Services in accordance with section 230(1)(a) of the *Local Government Regulation 2012*.
- B. That Council resolve to adopt the Tender Consideration Plan to enter into a contract with existing supplier of tender 13-14-327 Site and Fill Management Services set out in Confidential Attachment A to the report by the Business Accounting and Asset Manager dated 1 August 2018 in accordance with section 230(1)(b) of the *Local Government Regulation 2012*.

- C. That Council resolve to enter into a contract with the existing supplier of tender 13-14-327 Site and Fill Management Services on similar terms and conditions as the current contract and as described in the confidential reports of the Business Accounting and Asset Manager dated 1 August 2018.
 - D. That the Chief Executive Officer be authorised to negotiate and finalise the terms of the contract to be executed by Council and to do any other act necessary to implement Council's decision in accordance with section 13(3) of the *Local Government Act 2009*.
 - E. That Council adopt the recommendations contained in Confidential Attachment B to the report by the Business Accounting and Asset Manager dated 1 August 2018.
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** Item includes confidential papers

and any other items as considered necessary.

Works, Parks and Sport Committee	
Mtg Date: 13.08.18	OAR: YES
Authorisation: Bryce Hines	

JOD:JOD
H:\Departmental\Committee Reports\1807 Electricity Large Sites

13 July 2018

MEMORANDUM

TO: BUSINESS ACCOUNTING AND ASSET MANAGER

FROM: CONTRACTS OFFICER

RE: BUS 237-0313 FOR THE SUPPLY OF ELECTRICITY FOR LARGE CONTESTABLE SITES UNDER LOCAL BUY CONTRACT

INTRODUCTION:

This is a report by the Contracts Officer dated 13 July 2018 concerning the supply of electricity for large contestable sites under Local Buy Contract BUS 237-0313 for an anticipated period from 1 January 2019 through to 31 December 2022.

BACKGROUND:

Council has been utilising the Local Buy Arrangement BUS 237-0313 for a period of three (3) years. Council currently spends approximately \$1.75 million dollars per annum on the supply of electricity to its large sites and buildings.

Council can utilise the proposed Local Buy agreement under Section 234 of the *Local Government Regulation 2012* as an exception for LGA arrangement. Local Buy obtained offers from electricity retail providers via a restricted tender process under its Local Buy Arrangement.

The joint contract for retail electricity for the large contestable sites involves 13 Councils throughout Queensland.

CURRENT CONTRACT:

The current retail provider is ERM Business Energy and their contract is due to expire on 31 December 2018. Upon completion of the evaluations, Local Buy shall present an evaluation report for review and acceptance by Council.

PROPOSED CONTRACT:

The new contract will be established for a period of three (3) years with a recommended retail provider. Contract commencement shall be from 1 January 2019, for a contract valued at approx. \$5,250,000.

CONCLUSION:

Council requires the acceptance of the recommended retail provider within a restricted timeframe. Therefore delegation to the Chief Executive Officer is required, in order to enter into a contract to allow time to undertake the process.

The non-acceptance or execution of a contract within a timely manner increases the risk of higher retail pricing for Council.

RECOMMENDATION:

That pursuant to section 257(1) of the *Local Government Act 2009*, Council delegate to the Chief Executive Officer, the power to exercise Chapter 6 (Contracting) of the *Local Government Regulation 2012* in its capacity as a local government under the Local Buy Contract BUS 237-0313 Electricity – Large Contestable Sites.

Conditions:

This delegation is subject to the following conditions:

1. The Chief Executive Officer may only exercise the powers granted under this delegation, in relation to BUS 237-0313 Electricity Supply for Large Contestable Sites.
2. The Chairperson of the Works, Parks and Sport Committee, and the Mayor are to be consulted before exercising this delegation.
3. Whenever this power is exercised, a record of the exercise shall be made in writing at the time of exercising such power, and a copy thereof shall be kept in such format as determined from time to time by the Chief Executive Officer.
4. This delegation expires on completion of the Contract.
5. The recommendation in relation to the successful tender must be presented to Council at the first available meeting of Council.

John O'Donnell
CONTRACTS OFFICER

I concur with the recommendation/s contained in this report.

Shane Gillett
BUSINESS ACCOUNTING AND ASSET MANAGER

I concur with the recommendation/s contained in this report.

Bryce Hines
CHIEF OPERATING OFFICER (WORKS, PARKS AND RECREATION)

Works, Parks and Sport Committee	
Mtg Date: 13.08.18	OAR: YES
Authorisation: Bryce Hines	

rdd: rdd

25 July 2018

MEMORANDUM

TO: CHIEF OPERATING OFFICER (WORKS, PARKS AND RECREATION)

FROM: IPSWICH WASTE SERVICES MANAGER

RE: HOUSEHOLD CHEMICALS, GAS BOTTLE AND LISTED ITEMS DROP OFF DAY

INTRODUCTION:

This is a report by the Ipswich Waste Services Manager dated 25 July 2018 concerning the Household Chemicals, Gas Bottle and Listed Items Drop Off Day 2018.

BACKGROUND:

At the Council Ordinary Meeting held on 22 August 2017 it was resolved:

- A. *That the next Household Chemical, Gas Bottle and Listed Items Collection Day at the Riverview Recycling and Refuse Centre be undertaken on Saturday, 30 June 2018.*
- B. *That Council continue to work in partnership with the Department of Natural Resources and Mines Explosives Inspectorate to offer residents free disposal of fireworks, small arms ammunition, marine flares and other explosives by negotiation at the Household Chemical, Gas Bottle and Listed Items Collection Day.*

A copy of this report is shown in Attachment A.

An inspector from the Department of Natural Resources and Mines Explosives Inspectorate attended the 2016 and 2017 Household Hazardous Waste Drop Off events. However when contacted to make arrangements for this year's event the Senior Inspector advised that an Inspector would not attend the event but would collect marine flares and or small arms ammunition on the next business day. The On Call Inspector would be available to attend to any emergency situation if required. As the promotion for the event had already commenced and did include marine flares and small arms ammunition these items were still accepted and secured in a container until the collection could be completed on the next business day. For future events it is recommended that marine flares and small arms ammunition be excluded from the list of acceptable items.

In order to inform residents of how to safely dispose of marine flares and small arms ammunition it is recommended that the contact details for the Department of Natural Resources and Mines Explosives Inspectorate be included in the promotion of future household hazardous waste drop off day events. The collection service provided by the Department of Natural Resources and Mines Explosives Inspectorate is available all year, it is not reliant on Council's annual event.

2018 HOUSEHOLD CHEMICALS, GAS BOTTLE AND LISTED ITEMS DROP OFF DAY:

The Household Chemical, Gas Bottle and Listed Items Drop Off Day for 2018 was undertaken on 30 June 2018 at the Riverview Recycling and Refuse Centre. The list below shows the various media used to promote the event:

- Σ Banner on site at entry
- Σ Leaflets handed out at the transfer station prior to the event
- Σ Ipswich First
- Σ Ipswich City Council Website
- Σ Ipswich City Council Facebook page
- Σ Queensland Times – Media Release and article
- Σ Ipswich in Winter

The hazardous waste collection contractor conducted a simple survey of participants to determine how they were made aware of the event, the results are listed below:

Council Officer	4
Facebook	2
Friend Relative	6
Internet	29
Newsletter	89
Other	57

The below table lists the number of customers and volumes of hazardous materials received per event:

Year Event Held	Customers	Gas Bottles	Household Chemicals	Total
2014	190	2.6 tonnes	3.5 tonnes	6.1 tonnes
2015	131	2.7 tonnes	1.55 tonnes	4.25 tonnes
2016	57	0.774 tonnes	3.067 tonnes	4.615 tonnes
2017	196	1.569 tonnes	1.111 tonnes	2.68 tonnes
2018	187	1.585 tonnes	1.066 tonnes	2.651 tonnes

A total of twenty five (25) marine flares were surrendered for disposal by the Department of Natural Resources and Mines Explosives Inspectorate. No small arms ammunition was surrendered.

A large quantity of paint was received on the day, however the paints are placed directly into the containers provided by the Paintback Scheme and are removed and treated at no cost to Council. Paint was not included in the quantities of materials collected in this year's event. The cost of the collection day is detailed below which equates to \$58.34 per vehicle (ex GST).


Set up fee for consultant chemists and crew	\$5740.00
Disposal of chemicals and gas bottles	\$5169.00
TOTAL COST Excl GST	\$10,909.00

CONCLUSION:

The Household Chemical and Listed Items Drop Off Day was held at the Riverview Recycling and Refuse Centre on 30 June 2018. A total of 187 residents participated in the event. A total of 2.651 tonnes of hazardous household items were collected along with a total of twenty five (25) marine signal flares. The cost of this event was \$10,909.00 which equates to \$58.34 per customer. The next Drop Off Day is recommended to be scheduled for Saturday, 29 June 2019.

As the Department of Natural Resources and Mines Explosives Inspectorate is no longer willing to provide an inspector to attend future events, it is recommended that marine flares and small arms ammunition be excluded from the list of acceptable items. In lieu of not accepting these items at future Hazardous Waste drop off events, the contact details for the Department of Natural Resources and Mines Explosives Inspectorate could be included in the promotion of the event so that residents can be made aware of how to safely dispose of these items throughout the year.

ATTACHMENT/S:

Name of Attachment	Attachment
Report August 2017	 Attachment A

RECOMMENDATION:

- A. That the next Household Chemical, Gas Bottle and Listed Items Collection Day at the Riverview Recycling and Refuse Centre be undertaken on Saturday, 29 June 2019.
- B. That marine flares and small arms ammunition be excluded from the list of items accepted at future Household Hazardous Waste Drop Off events at the Riverview Recycling and Refuse Centre.
- C. That the contact details for the Department of Natural Resources and Mines Explosives Inspectorate be included in the promotion of future events held by Council so that residents can be made aware of how to safely dispose of such items.

Chris Theron
IPSWICH WASTE SERVICES MANAGER

I concur with the recommendation/s contained in this report.

Bryce Hines
CHIEF OPERATING OFFICER (WORKS, PARKS AND RECREATION)

City Works Parks Sport and Environment Committee	
Mtg Date: 14.08.17	OAR: YES
Authorisation: Bryce Hines	

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WPR (H:)\Departmental\Committee Reports\1707rd Household Chemicals, Gas Bottle & Listed Items Drop Off Day 2017 CR

27 July 2017

MEMORANDUM

TO: ACTING CHIEF OPERATING OFFICER (WORKS, PARKS AND RECREATION)
FROM: IPSWICH WASTE SERVICES MANAGER
RE: HOUSEHOLD CHEMICALS, GAS BOTTLE AND LISTED ITEMS DROP OFF DAY

INTRODUCTION:

This is a report by the Ipswich Waste Services Manager dated 27 July 2017 concerning the Household Chemicals, Gas Bottle and Listed Items Drop Off Day 2017.

BACKGROUND:

At the City Infrastructure Committee Meeting No. 2014(01) of 22 January 2014 – Council Ordinary Meeting of 31 January 2014, it was resolved that Council cease accepting household chemicals and gas cylinders at the Recycling and Refuse Centres from 1 May 2014 due to Health and Safety risks of storing this material on an ongoing basis at the centre. In lieu of this, an annual drop-off was established to assist residents to dispose of this waste.

In accordance with the report to the City Infrastructure Committee No. 2015(09) of 7 September 2015 - Council Ordinary Meeting of 15 September 2015, at the 2016 Drop Off Day the waste acceptance criteria was expanded to work in partnership with the Department of Natural Resources and Mines Explosives Inspectorate to offer residents free disposal of fireworks, ammunitions and boat flares at no cost to Council. This arrangement was also put in place for 2017.

2017 HOUSEHOLD CHEMICALS, GAS BOTTLE AND LISTED ITEMS DROP OFF DAY:

The Household Chemical, Gas Bottle and Listed Items Drop Off Day for 2017 was undertaken on 24 June 2017 at the Riverview Recycling and Refuse Centre.

The below table lists the number of customers and volumes of hazardous materials received per event.

Year Event Held	Customers	Gas Bottles & Fire Extinguishers	Household Chemicals	Total
2014	190	2.6 tonnes	3.5 tonnes	6.1 tonnes
2015	131	2.7 tonnes	1.55 tonnes	4.25 tonnes
2016	57	0.774 tonnes	3.067 tonnes	4.615 tonnes
2017	196	1.569 tonnes	1.111 tonnes	2.68 tonnes

The Department of Natural Resources and Mines Explosives Inspectorate representative collected forty-three (43) marine flares and six (6) kilograms of surrendered ammunition. This material was received from nine (9) residents.

This year Council saw a 49% increase in the volume of gas bottles. The overall total of household chemicals received this year compared to the previous collection day in 2016 is considerably less. The difference is attributed to the implementation of the Paintback scheme during 2016. Large quantities of paint was received and treated by the contractor on previous Drop Off Day events whereas now the paints are placed directly into the containers provided by the Paintback scheme and are removed and treated at no cost to council. Paint was not included in the quantities of materials collected in this year's event.

The cost of the collection day is detailed below which equates to \$55.95 per vehicle (ex GST). The cost per vehicle is considerably less than in previous events. Again this is partly due to reduced amount of materials to dispose of due to paint being excluded and the competitive price received when quotations for the handling and disposal service were sought from various contractors.

Set up fee for consultant chemists and crew	\$5740.00
Disposal of chemicals and gas bottles	\$5226.00
TOTAL COST	\$10,966.00

2018 HOUSEHOLD CHEMICALS, GAS BOTTLE AND LISTED ITEMS DROP OFF DAY:

The next Drop Off Day is to be scheduled for 30 June 2018.

It is suggested that at the next Drop Off Day Council continue to work in partnership with the Department of Natural Resources and Mines Explosives Inspectorate to offer residents free disposal of fireworks, small arms ammunition, marine flares, fireworks and other explosives by negotiation. Council regularly receives inquiries from residents about the disposal of these items. The Principal Inspector of Explosives at the Department of Natural Resources and Mines advised that they would like to continue attending the annual event as items such as flares and ammunition can be collected at a single event rather than his team having to attend several individual appointments at various locations.

Future household hazardous waste events will be managed under a contract. A Tender has been advertised for Liquid Waste Services and is being evaluated at present. Submissions for a range of liquid waste services were sought including that for provision of hazardous waste disposal services for council household hazardous waste drop off days for the next two (2) years with a one (1) year extension. The successful contractor will provide the testing, handling and disposal service for the household hazardous drop off day event for the next two (2) to three (3) years which will promote efficiency and consistency for this service.

CONCLUSION:

A Household Chemical and Listed Items Drop Off Day was held at the Riverview Recycling and Refuse Centre on 24 June 2017. A total of 196 residents participated in the collection and a total of 2.68 tonnes of hazardous household items were collected along with a total of forty-three (43) marine signal flares and six (6) kilograms of ammunition. The cost of this event was \$10,966.00 which equates to \$55.95 per customer.

RECOMMENDATION:

- A. That the next Household Chemical, Gas Bottle and Listed Items Collection Day at the Riverview Recycling and Refuse Centre be undertaken on Saturday, 30 June 2018.
- B. That Council continue to work in partnership with the Department of Natural Resources and Mines Explosives Inspectorate to offer residents free disposal of fireworks, small arms ammunition, marine flares and other explosives by negotiation at the Household Chemical, Gas Bottle and Listed Items Collection Day .

Chris Theron
IPSWICH WASTE SERVICES MANAGER

I concur with the recommendation/s contained in this report.

Bryce Hines
ACTING CHIEF OPERATING OFFICER (WORKS, PARKS AND RECREATION)

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CR

Works, Parks and Sport Committee	
Mtg Date: 13.08.2018	OAR: YES
Authorisation: Bryce Hines	

17 July 2018

MEMORANDUM

TO: CHIEF OPERATING OFFICER (WORKS, PARKS & RECREATION)
FROM: IPSWICH WASTE SERVICES MANAGER
RE: IPSWICH WASTE SERVICES APRIL-JUNE 2018 QUARTERLY REPORT TO THE
OWNER

INTRODUCTION:

This is a report by the Ipswich Waste Services Manager dated 17 July 2018 concerning the Ipswich Waste Services April-June Quarterly Report to the owner.

BACKGROUND:


In accordance with the Annual Performance Plan 2017-2018, a report is submitted on a quarterly basis detailing:

Annual Performance Plan 2017-2018

- ∑ Introduction
- ∑ Major highlights of operational activities
- ∑ Performance in relation to stated performance targets
- ∑ Financial analysis of quarterly performance against budget
- ∑ Waste & Recycling Volumes
- ∑ Recycling & Refuse Centres Data
- ∑ Delegation Reporting
- ∑ Asset Disposal

The April-June Quarterly 2018 report is shown in Attachment A.

ATTACHMENTS:

Name of Attachment	Attachment
Ipswich Waste Services April-June 2018 Quarterly report	 Attachment A

RECOMMENDATION:

That the report be received and the contents noted.

Chris Theron

IPSWICH WASTE SERVICES MANAGER

I concur with the recommendation contained in this report.

Bryce Hines

CHIEF OPERATING OFFICER (WORKS, PARKS AND RECREATION)



Ipswich Waste Services a division of Ipswich City Council

IPSWICH WASTE SERVICES APRIL-JUNE 2018 QUARTERLY REPORT



1.0 INTRODUCTION

The quarterly report for the period April to June 2018 has been prepared to address the requirements of the Annual Performance Plan by providing the following information.

1. Introduction
2. Major highlights of operational activities
3. Performance in relation to stated performance targets
4. Financial analysis of quarterly performance against budget
5. Waste & Recycling Volumes
6. Recycling & Refuse Centre data
7. Delegation Reporting
8. Asset Disposal

2.0 MAJOR HIGHLIGHTS OF OPERATIONAL ACTIVITIES

2.1 Highlights

The following is a summary of major highlights that occurred within Ipswich Waste Services for the period April to June 2018.

a. Google Performance Report

	<u>April</u>	<u>May</u>	<u>June</u>
People saw your business on Google	41,695	35,329	34,181
People asked for directions to your business	768	663	717
Person visited your website	912	631	539
People found your phone number on Google and called your business	482	360	157

b. Bin App Data

As at 1st July there have been a total 20,786 of downloads of the Ipswich Bin App (12,451 iOS and 8,335 Android).

The following is a breakdown of the information that the residents were seeking:

<u>Information</u>	<u>No. views</u>	<u>%</u>
Dashboard	62,075	52.06
Waste Materials	41,001	34.39
Services	4,117	3.45
Settings	1,615	1.35
Service%	1,294	1.09
Waste Material AEROSOL CANS	492	0.41
Waste Material GLASS BOTTLES & JARS	488	0.41
Service Kerbside Collection Service	472	0.4
Waste Material CARDBOARD	379	0.32
Waste Material ALUMINIUM & STEEL CANS	364	0.31
Waste Material BEER BOTTLES	318	0.27
Waste Material PLASTIC BOTTLES & CONTAINERS	300	0.25
Event Free Household Chemicals, Gas Bottle and Listed Items Drop Off Day	283	0.24

c. Recycle 4 campaign

Council kicked off its Recycle 4 campaign in May, targeting four specific categories of recycling for residents to put in their yellow top bin for the fortnightly kerbside collection. They are:

- Σ Paper – newspaper, magazines, junk mail, office paper
- Σ Plastic – bottles and containers (milk, soft drink and shampoo bottles; yoghurt and ice-cream tubs)
- Σ Cardboard – boxes including pizza boxes
- Σ Cans & Tins – aluminum and steel (drink cans, food tins and aerosol cans)

As part of this campaign bins for collection of Clean Glass Bottles and Jars were placed at Riverview & Rosewood Transfer Stations for use by residents. Additional sites for glass bottle collection are being considered.

d. **Rosewood Show (29-30 June)**

Focus was on promoting the new Recycle 4 message and using this as a platform to engage with residents.

The response from the residents was overall quite positive. Still confusion surrounding glass recycling however all of the upcoming events should help to clarify the issue.

We gave out approx. 300-400 showbags of information regarding recycling, green waste and the bin app

e. **Waste Conference**

Three officers from the WPR department attended the annual Coffs Harbour Waste Conference from 8 - 10 May 2018. Attached is a summary of the conference proceedings.



Waste 2018
Summary Report.pdf

f. **Household Hazardous Waste Drop of Day**

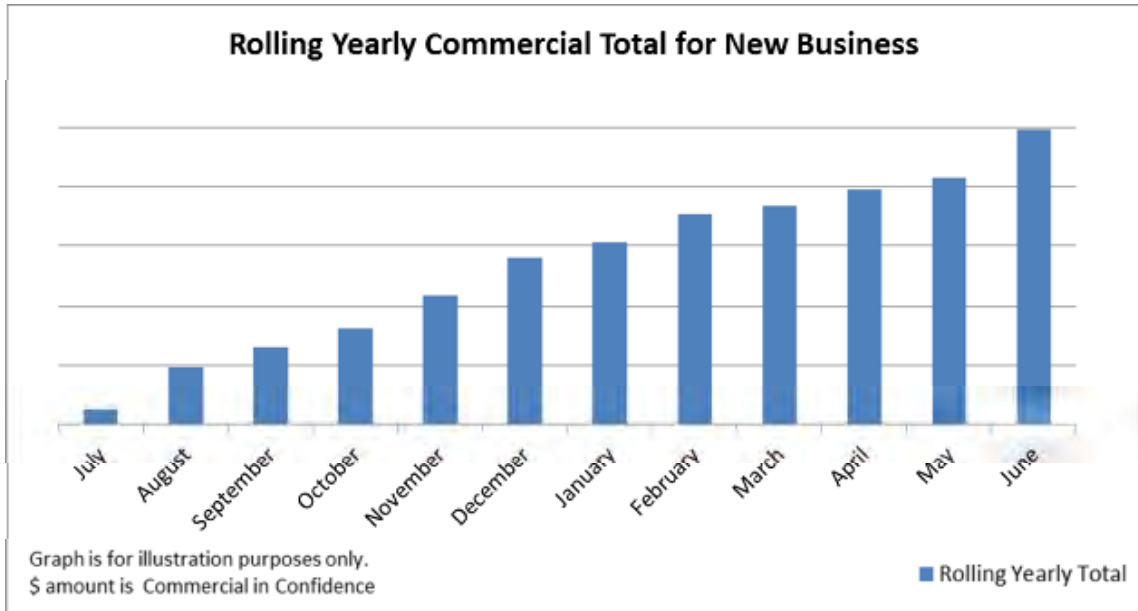
Household Hazardous Waste Drop Of Day was held at the Riverview Transfer Station 30 June 2018. Quantities to be confirmed material dropped off as follows:

- Σ 1066 Kg of Household Chemicals
- Σ 1585 Kg of Domestic Gas cylinders
- Σ Approx 25 Marine Flares. No Ammunition

2.2 Current Commercial Activities

Total of 1239 Commercial Customers as at the end 30 June 2018

	Number New Accounts	Additional # of Site to existing customers
July	16	5
August	18	2
September	23	4
October	14	10
November	35	5
December	11	4
January	11	2
February	14	6
March	7	5
April	9	8
May	16	2
June	15	5



2.3 Variation of number of commercial customers and reasons.

Headings	April	May	June
Business Closed Down	1	7	11
Cancelled - Decreasing or Increasing Bin Size	6	1	4
Cancelled - No Reason	11	5	9
Cancelled - Site Closed	5	4	0
Changed Owner - New Account to be Created	3	7	9
Commence - New Bin Size	5	4	8
Commence - New Service	14	22	33
Commence - New Service (SITE ADD)	4	5	0
Lost to Competitor	19	0	0
Service - Bin no longer required	0	4	0
Service - Frequency Decrease	0	0	1
Suspension - End of Season	2	0	1
	70	59	76

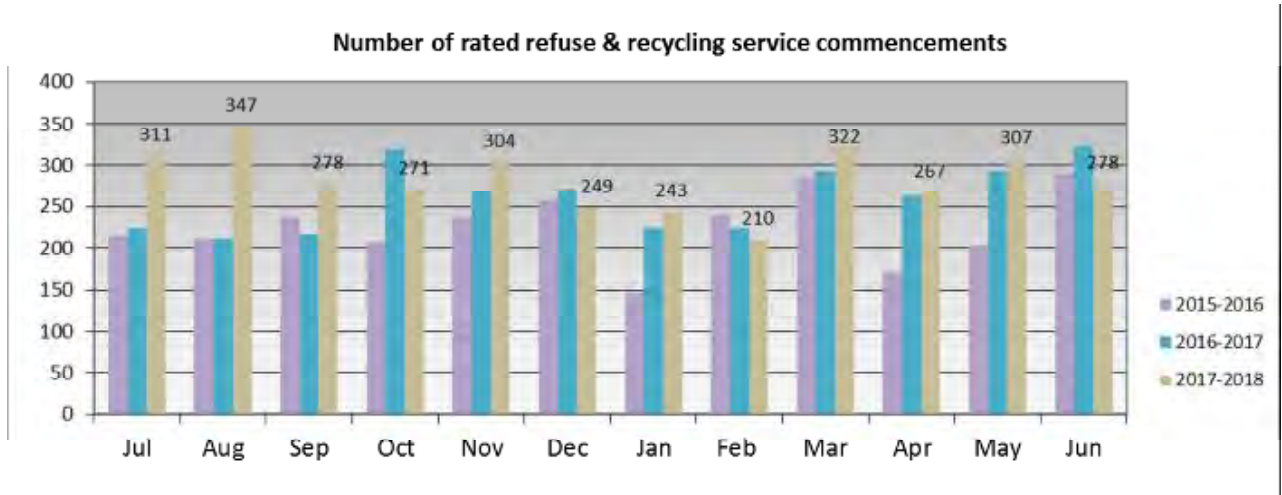
2.4 Green Waste Bins

A total of 16,538 properties were rated for the domestic green waste bin as at the 30 June 2018.



2.5 Domestic Waste (Refuse & Recycling)

A total of 77,313 properties were rated for the domestic waste bins as at the 30 June 2018.



3.0 PERFORMANCE IN RELATION TO STATED PERFORMANCE TARGETS

3.1 Customers

PERFORMANCE TARGETS - CUSTOMERS				
KEY RESULT AREA	Indicator	Standard	Reporting Frequency	Result
Provide value to customers	Customer response to Survey questions indicates customer satisfaction with the service	90%	Quarterly (April-June)	N/A

Comment: Survey results not available.

PERFORMANCE TARGETS - CUSTOMERS						
KEY RESULT AREA	Indicator	Standard	Reporting Frequency	April	May	June
Provide value to customers	Number of domestic refuse & recycling bins repair/damaged & replacement/destroyed per 1000 bins in service	<7	Quarterly	4.06	3.72	3.93
	Number of domestic refuse & recycling bin missed service complaints per 1000 bins in service	<3	Quarterly	2.98	2.67	2.80

Comment:

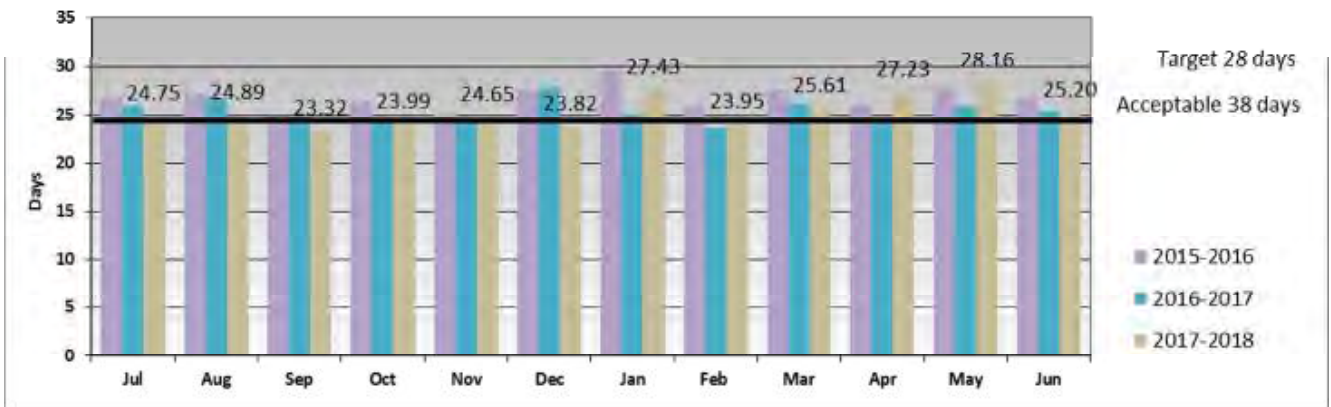
3.2 Financial

PERFORMANCE TARGETS - FINANCIAL											
KEY RESULT AREA	Indicator	Target	Reporting Frequency	Result							
Provide value to shareholders	Net Profit Margin - Calculated as (Net Result/Total Revenue)*100		Quarterly	July - Sept		Oct - Dec		Jan - Mar		April - June	
				34.60%		30.78%		29.29%		31.14%	
	Budget Performance <i>Surplus on Operations</i>	>budgeted net surplus	Quarterly	Budget QTR \$000s	Actual QTR \$000s	Budget QTR \$000s	Actual QTR \$000s	Budget QTR \$000s	Actual QTR \$000s	Budget QTR \$000s	Actual QTR \$000s
				2,775	3,043	2,834	2,734	2,754	2,613	2,891	2,801

PERFORMANCE TARGETS - FINANCIAL						
KEY RESULT AREA	Indicator	Target	Reporting Frequency	April	May	June
Provide value to shareholders	Debtors Days Outstanding	<38 days	Quarterly	27.23	28.16	25.20

Comment: Refer to section 4 of this report for an explanation of the financial result for the quarter.

IWS Debtor Days



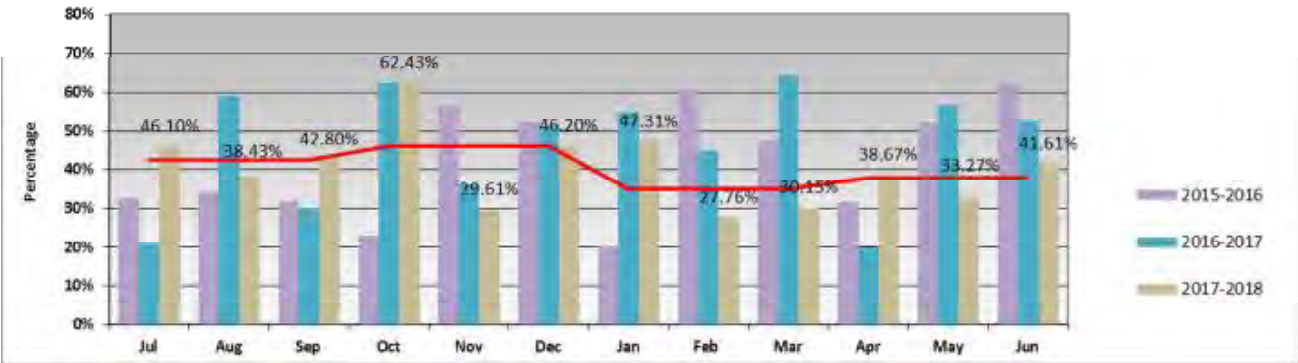
3.3 Employees

PERFORMANCE TARGETS - EMPLOYEES							
KEY RESULT AREA	Indicator	Standard	Reporting Frequency	Result			
				July - Sept	Oct - Dec	Jan - Mar	April - June
Promote a climate for action within the workforce	Absenteeism - % against available hours	<3.5%	Quarterly	5.86%	4.99%	5.63%	5.75%
	LTISR – Lost time injury severity rate	9	Quarterly	0.00	0.00	6.63	0.00
	Annual leave balance for each staff member of 6 weeks or less	>95%	Quarterly	92.54%	89.39%	0.00%	0.00%

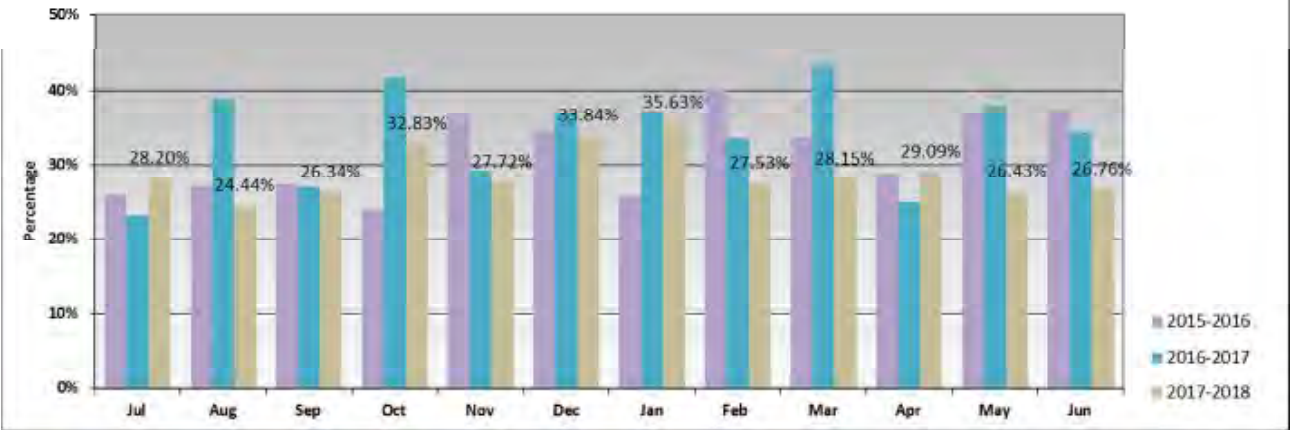
3.4 Processes

PERFORMANCE TARGETS - PROCESSES						
KEY RESULT AREA	Indicator	Target	Reporting Frequency	Result		
				April	May	June
Be a good neighbour	% Waste diverted from landfilling at the Recycling & Refuse Centres	>40%	Quarterly	38.67%	33.27%	41.61%
	% total recycling diverted from domestic collection & disposal services	>25%	Quarterly	29.09%	26.43%	26.76%
	% domestic green waste diverted from domestic refuse service	>3%	Quarterly	9.15%	6.04%	4.99%
	% waste diverted from landfilling by the kerbside recycling service	>15%	Quarterly	16.09%	18.96%	16.37%
	% waste diverted from landfilling by commercial waste services	>18%	Quarterly	5.55%	6.14%	6.73%

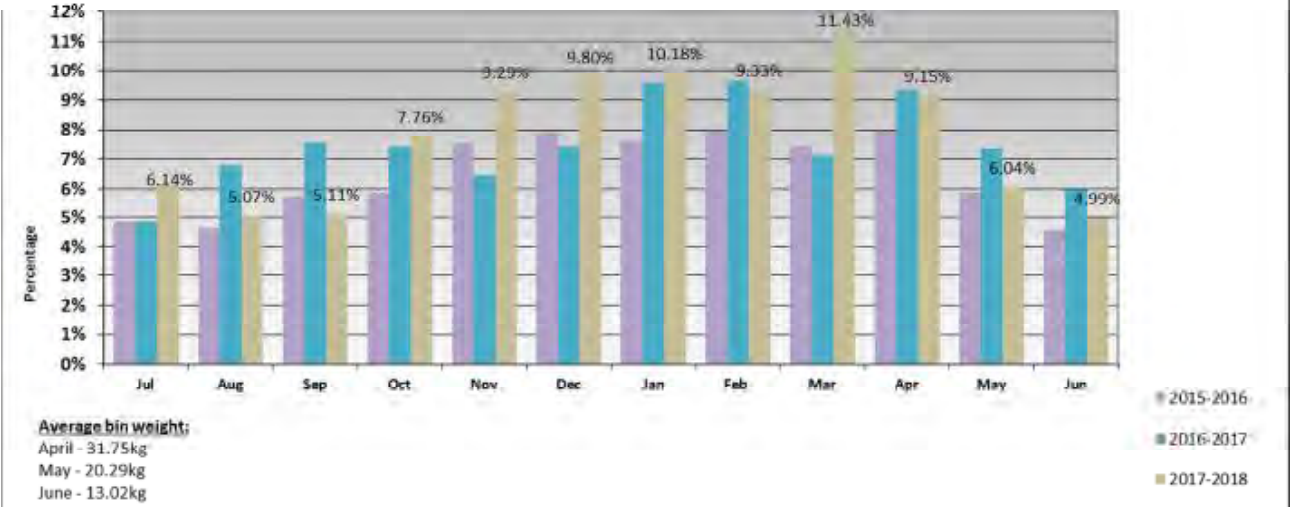
% waste diverted from landfilling at the Recycling & Refuse Centres



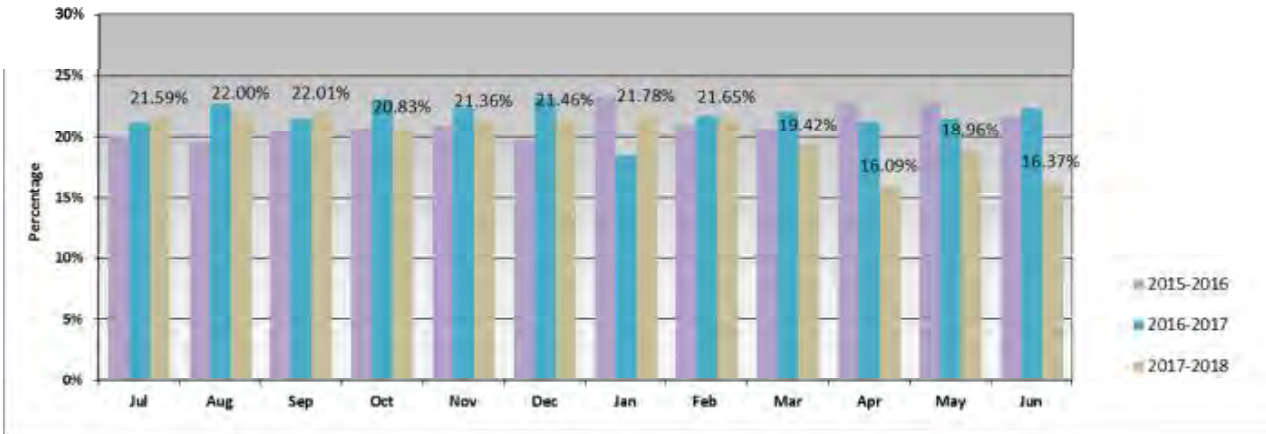
% total recycling diverted from domestic collection & disposal services



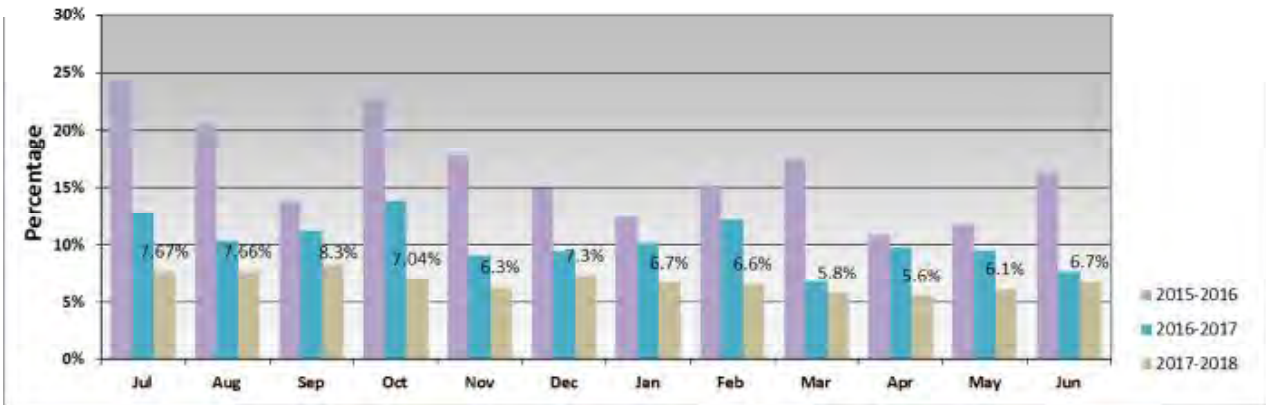
% domestic green waste diverted from domestic refuse service



% waste diverted from landfilling by the kerbside recycling service



% waste diverted from landfill by IWS commercial waste services



PERFORMANCE TARGETS - PROCESSES						
KEY RESULT AREA	Indicator	Standard	Reporting Frequency	April	May	June
Achieve operational excellence	Missed services requests completed within 1 working day	>85%	Quarterly	100%	100%	100%
	# of Requests			280	252	265
	# of Request completed on time			280	252	265
	Domestic refuse & recycling service commencements actioned within 5 working days of notification	>85%	Quarterly	100%	100%	100%
	# of Requests			267	307	278
	# of Request completed on time			267	307	278
	Green waste service commencements actioned within 10 working days of notification	>85%	Quarterly	100%	100%	100%
	# of Requests			273	133	92
# of Request completed on time			273	133	92	

KEY RESULT AREA	Indicator	Standard	Reporting Frequency	Result	
				April	May
Achieve operational excellence	Requests for Replacements actioned within 5 working days	>85%	Quarterly	99.65%	99.64%
	# of Requests			288	276
	# of Request completed on time			287	275
	Requests for bin repairs actioned within 10 working days	>85%	Quarterly	100%	100%
	# of Requests			172	160
	# of Request completed on time			172	160

KEY RESULT AREA	Indicator	Standard	Reporting Frequency	Result
				June
Achieve operational excellence	Requests for Replacements/Repairs actioned within 5 working days	>85%	Quarterly	100%
	# of Requests			372
	# of Request completed on time			372

Comment: Replacements & Repairs CES Request Code have now been combined.

4.0 FINANCIAL ANALYSIS OF QUARTERLY PERFORMANCE AGAINST BUDGET

OPERATING RESULT:

The following tables outline the operating result for the months April 2018 to June 2018, and Year to Date (July 2017 to June 2018):

Budget Predictions v's Actuals			
Quarterly – Apr to Jun 18			
	Actual (\$000')	Budget (\$000')	Variance (\$000')
Operational Revenue	9,112	8,992	120
Operational Expenditure	6,312	6,101	211
Surplus/Deficit on Expenditure	2,801	2,891	(91)

Year to Date – FY2017/18			
	Actual (\$000')	Budget (\$000')	Variance (\$000')
Operational Revenue	35,895	35,599	295
Operational Expenditure	24,704	24,345	360
Surplus/Deficit on Expenditure	11,191	11,255	(64)

Revenue

Year to date Revenue is above target by \$295k across the whole of Ipswich Waste Services. This includes corporate controlled Interest Revenue which is above budget by \$131k.

Expenses

Year to date expenses are \$360k above budget. Waste Services Employee Expenses are under budget by \$173K: Materials & Services are over budget by \$469k. Internal Trading Expense is \$283K under budget.

(NB: Labour contracts are included within Materials & Services).

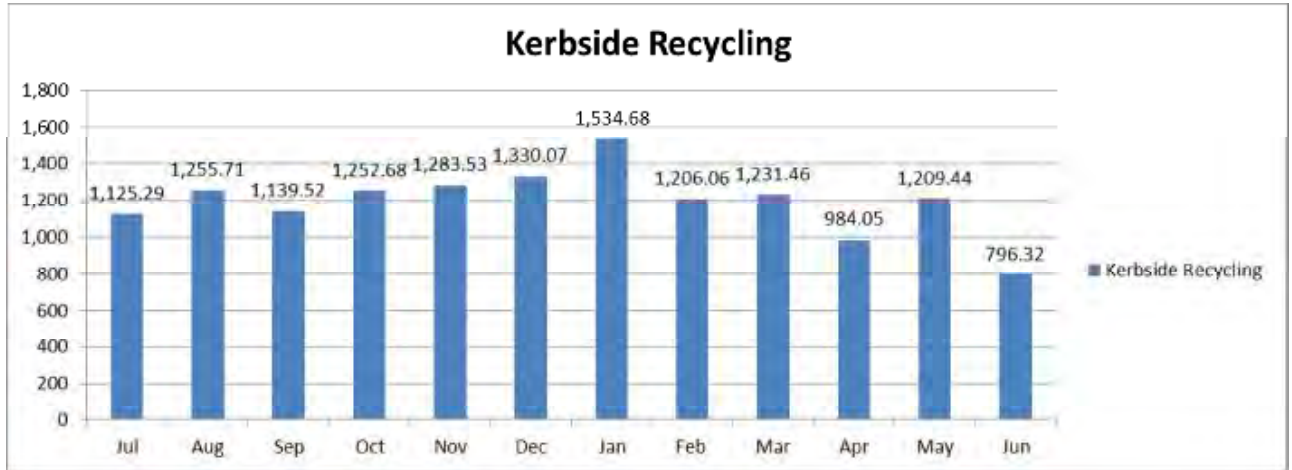
Capex

Budget for the year is \$1,060k with a total spend as at 30 June of \$943k. This equates to 91% of total capital budget. Commitments remaining as at 30 June 2018 totalled \$82.6k.

CONCLUSIONS:

Overall, a good result.

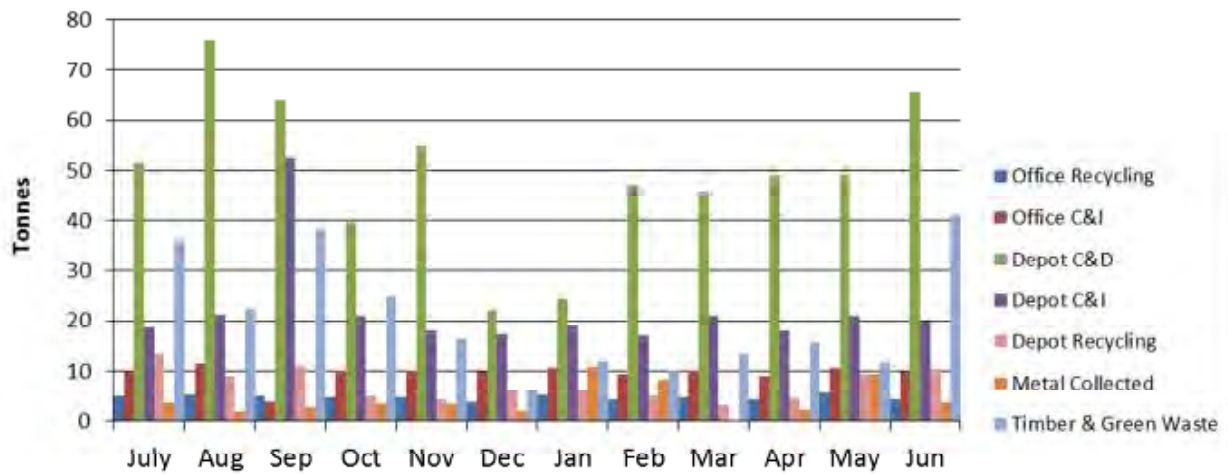
5.0 WASTE & RECYCLING VOLUMES



Comment: Recycling Product breakdown data is NOT available

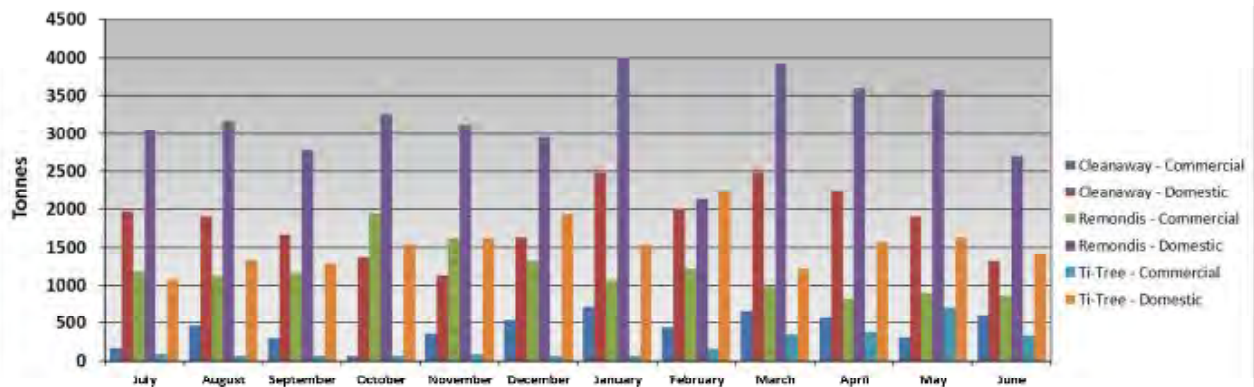
5.1 Council's waste & recycling volumes

2017-2018 Councils Waste & Recycling Totals collected by IWS



5.2 Waste sent to landfill

Tonnes of waste sent to the landfill by IWS collection & disposal services



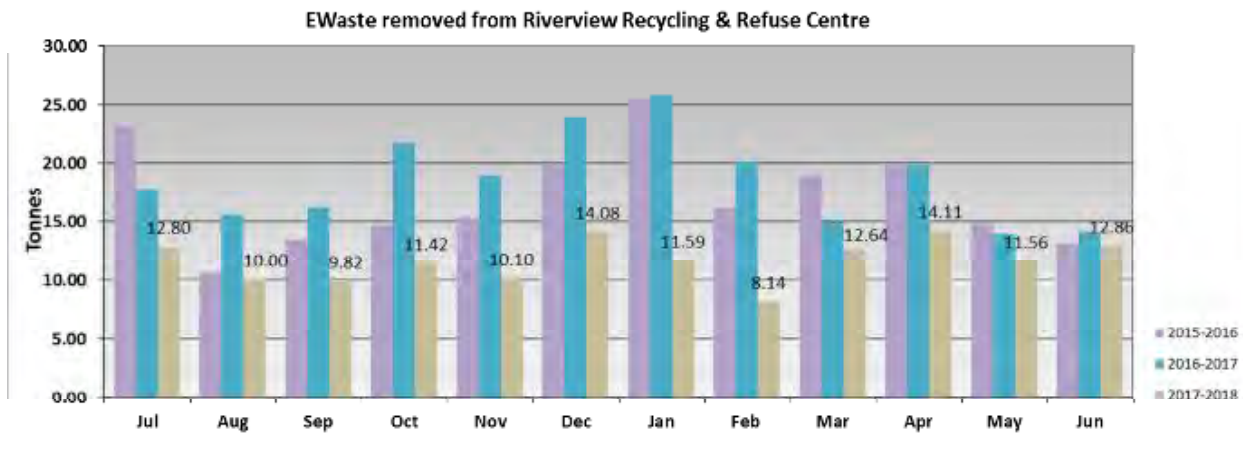
Landfill Name	July	August	September	October	November	December	January	February	March	April	May	June
Cleanaway - Commercial	171.26	457.21	298.98	69.56	357.72	535.18	719.44	441	663.05	569.34	314.23	608.45
Cleanaway - Domestic	1971.76	1897.88	1672.95	1368.67	1133.85	1627.93	2480.25	2000.81	2489.47	2252.28	1896.98	1321.6
Remondis - Commercial	1174.32	1121.69	1161.54	1947.46	1622.87	1316.83	1057.34	1208.08	972.71	820.28	893.02	862.64
Remondis - Domestic	3035.5	3158.59	2779.42	3255.88	3112.45	2955.88	4004.81	2132.74	3924.69	3592.16	3573.31	2693.62
Ti-Tree - Commercial	82.66	68.9	61.28	61.04	93.24	63.28	66.9	152.84	345.56	383.38	711.42	331.04
Ti-Tree - Domestic	1072.74	1325.14	1278.66	1535.88	1619.78	1935.55	1536.58	2254.24	1211.56	1572.24	1627.53	1409.84
	7508.24	8029.41	7252.83	8238.49	7939.91	8434.65	9865.32	8189.71	9607.04	9189.68	9016.49	7227.19

6. RECYCLING & REFUSE CENTRE DATA

6.1 Customer Numbers

Recycling & Refuse Centres Domestic Customer Data						
Riverview				Rosewood		
Month / Year	2015-2016	2016-2017	2017-2018	2015-2016	2016-2017	2017-2018
Jul	9581	9625	8832	889	988	917
Aug	9673	9315	7018	989	961	782
Sep	9438	8953	7676	1191	979	819
Oct	10839	11065	8254	1105	1235	795
Nov	11157	10159	9078	1109	1023	1021
Dec	15352	13044	13051	1523	1449	1274
Jan	15055	14328	12929	1432	1295	1194
Feb	11056	10887	8320	1066	986	740
Mar	11704	9817	10862	1093	922	977
Apr	11203	13017	10674	1104	1163	893
May	9243	8894	8226	1018	841	763
Jun	7693	9197	7522	862	800	756
Total Year To Date	131994	128301	112442	13381	12642	10931

6.2 Ewaste volume



7.0 DELEGATION REPORTING

7.1 Officer Attendance at Inspections, Deputations, Conferences, Meetings, Training and Other Functions

In respect to attendances at inspections, deputations, conferences, meetings, training and other functions involving overnight accommodation or travel by air, the Ipswich Waste Services Manager is required to report at three monthly intervals to Council regarding approvals granted under this delegation.

The following Officer attendances are detailed for the quarter:

Employee	Course Facilitate	Approved By
Kay Clarke	Waste Conference – Coffs Harbour	Chris Theron
Chris Theron	Waste Conference – Coffs Harbour	Bryce Hines

7.2 Approved Study Leave

In respect to approved study leave, the Ipswich Waste Services Manager is required to report at three monthly intervals to Council regarding approvals granted under this delegation.

Nil	
-----	--

8.0 Asset Disposal

The following assets written off from the Portable & Attractive Asset Register in April, May & June 2018.

- ∑ 320 x 240lt Wheelie Bins
- ∑ 200 x 240lt Wheelie Bins,
- ∑ 2 x 660lt Plastic Industrial Bins,
- ∑ 3 x 1100lt Plastic Industrial Bins
- ∑ 280 x 240lt Wheelie Bins,
- ∑ 10 x 360lt Wheelie Bins,
- ∑ 1 x 1500lt Plastic Industrial Bin
- ∑ Compressor JBS DD10/40

Works, Parks and Sport Committee	
Mtg Date: 13.08.18	OAR: YES
Authorisation: Bryce Hines	

RJS: RJS

12 July 2018

MEMORANDUM

TO: CITY MAINTENANCE MANAGER

FROM: PRINCIPAL OFFICER (TECHNICAL SUPPORT)

RE: LITTLE LIFESAVERS PROGRAM AT ORION LAGOON
DIVISION 1

INTRODUCTION:

This is a report by the Principal Officer (Technical Support) dated 12 July 2018 concerning the proposed Little Lifesavers program at Orion Lagoon.

BACKGROUND:

Council has been approached by Surf Life Saving Queensland (SLSQ) to run a Little Lifesavers program at the Orion Lagoon during summer 2018-2019. Council have received a "Lifesaving Excellence Award" from SLSQ, for assistance in providing the inaugural Little Lifesavers program at the Orion Lagoon, as referred to in Attachment A.

Last summer SLSQ conducted a pilot program at the Orion Lagoon which was very successful and during a survey, the community indicated they were interested in another chance to be involved. It allows children to gain vital lifesaving skills without having to travel to a surf beach or join a surf lifesaving club.

Little Lifesavers is a great introduction to surf lifesaving for children aged 5 – 11 years of age.

PROGRAM OVERVIEW:

Children are introduced to board paddling, wading, dolphin diving, obstacle courses, flags, rescue techniques, patient care and CPR. The program has been running since 1993 with thousands of children learning lifesaving skills to enhance their aquatic activities. SLSQ supply qualified and highly skilled staff, with supervision, and all equipment for the program.

PROPOSED PROGRAM AND DATES:

The program has a duration of ten (10) hours, which is broken into five (5) sessions, which run for two hours per morning. The proposed dates are:

- ∑ Program 1: 1 – 5 October 2018 (Monday – Friday)
- ∑ Program 2: 14 – 18 January 2019 (Monday – Friday)
- ∑ Program 3: 3 - 31 March 2019 (Sunday mornings)

The program would be limited to 50 participants in the age group between 5 – 11 years and the children would receive the below pack:

- ∑ Long sleeve fluoro rash shirt;
- ∑ Nobby cap;
- ∑ Water bottle; and
- ∑ Wet bag and activity book.

The cost per child is \$150.00 for five (5) sessions of the program including all activities, equipment, instruction and pack.

BENEFITS TO COMMUNITY AND CUSTOMERS:

The Community Awareness team from SLSQ are educating members of the community about the importance of surf, beach and aquatic safety and by bringing the program to Ipswich it encourages community involvement and the opportunity for children to learn lifelong vital lifesaving skills.

CONSULTATION:


Consultation has been undertaken with the Acting Mayor and Division 1 and 9 Councillors, who show their support for the proposal.

CONCLUSION:

SLSQ require very limited involvement from Council. This program has been running at South Bank for many years and it has been very successful, well received and supported by the community.

This is an opportunity for Council to bring the program to Ipswich and support its Purpose Statement - "Together we proudly enhance the quality of life for our community".

ATTACHMENT:

Name of Attachment	Attachment
Lifesaving Excellence Award	 Attachment A

RECOMMENDATION:

That Council approve the delivery of the Little Lifesavers program at the Orion Lagoon for the summer season in 2018-2019, as outlined in the report by the Principal Officer (Technical Support) dated 12 July 2018.

Ros Schulkins
PRINCIPAL OFFICER (TECHNICAL SUPPORT)

I concur with the recommendation/s contained in this report.

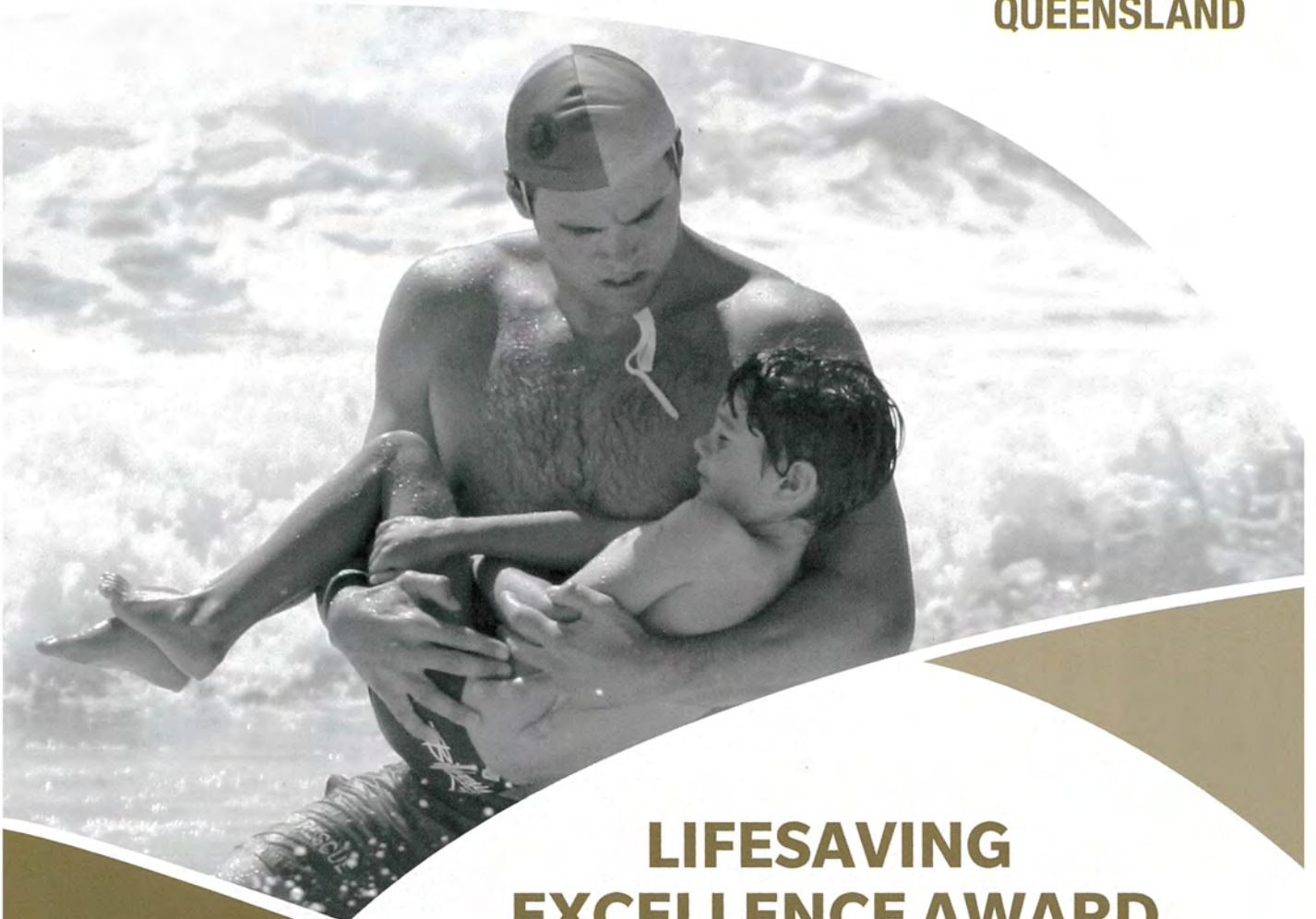
Dave Baker
CITY MAINTENANCE MANAGER

I concur with the recommendation/s contained in this report.

Bryce Hines
CHIEF OPERATING OFFICER (WORKS, PARKS AND RECREATION)



QUEENSLAND



LIFESAVING EXCELLENCE AWARD

Presented to

Ipswich City Council

For your assistance in providing the inaugural
Little Lifesavers program at Orion Lagoon to
21 children to learn vital lifesaving skills
February 2018

Mark Fife OAM
President of Surf Life Saving Queensland

Clint Swanton
State Lifesaving Officer - SLSQ

Works, Parks and Sport Committee	
Mtg Date: 13.08.18	OAR: YES
Authorisation: Bryce Hines	

RJS: RJS

26 July 2018

MEMORANDUM

TO: CITY MAINTENANCE MANAGER

FROM: PRINCIPAL OFFICER (TECHNICAL SUPPORT)

RE: PROPOSED CAPITAL IMPROVEMENTS FOR THE GEORGIE CONWAY LEICHHARDT
COMMUNITY SWIM CENTRE
DIVISION 8

INTRODUCTION:

This is a report by the Principal Officer (Technical Support) dated 26 July 2018 concerning capital improvements at Georgie Conway Leichhardt Community Swim Centre.

BACKGROUND:

As part of the new management agreement for the swim centres, the lessees are required to invest \$100,000 in capital improvements at Georgie Conway Leichhardt Community Swim Centre and \$400,000 at Bundamba Swim Centre.

The Council has received a written proposal to install a twelve by six metre (12m X 6m) multipurpose heated indoor pool at the Georgie Conway Leichhardt Community Swim Centre, as capital improvement and is outlined in Attachment A.

The current twenty five metre (25m) heated pool with six lanes has always been well supported by the community. However to accommodate all user groups it has been a challenge to ensure a beneficial experience is had by all.

The capital proposed for the new pool has come in over budget by \$60,000. It has been requested that Council consider the transfer of this amount from the Bundamba Swim Centre capital to the Georgie Conway Leichhardt Community Swim Centre improvements within the management agreement, to ensure the new pool can be installed. It is also proposed that Council assist in the removal of some existing trees/gardens and safety fencing. The remaining amount of \$340,000 would be invested at Bundamba Swim Centre.

BENEFITS TO COMMUNITY AND CUSTOMERS:

This will give the community better options and benefits in:

- ∑ Aquatic fitness programs;
- ∑ A strong focus on teaching children lifelong skills around water;
- ∑ Reduced chill factor being an enclosed pool;
- ∑ Schools with more options for their programs; and
- ∑ Deliver on Council’s Purpose Statement – ‘Together we proudly enhance the quality of life for our community’.

CONSULTATION:


Consultation has been made with the Divisional Councillor on this matter.

CONCLUSION:

The proposed offer from the lessee team for the swim centres to install a heated indoor pool at the Georgie Conway Leichhardt Community Swim Centre would enhance the overall facility. With strong consideration for Council to embrace the proposal, to provide the community with more options around aquatic fitness.

The transfer of the extra funding would ensure the completion of a much needed asset for this facility and the community.

ATTACHMENT:

Name of Attachment	Attachment
Proposed capital investment	 Attachment A

RECOMMENDATION:

- A. That Council accept the proposed installation of a heated indoor pool for Leichhardt Swim Centre as outlined in Attachment A to the report by the Principal Officer (Technical Support) dated 26 July 2018.
- B. That Council agree to the transfer of additional funds within the management agreement at a cost of \$60,000 from Bundamba Swim Centres overall capital works to the proposed works as outlined in the report by the Principal Officer (Technical Support) dated 26 July 2018.

Ros Schulkins
PRINCIPAL OFFICER (TECHNICAL SUPPORT)

I concur with the recommendation/s contained in this report.

Dave Baker

CITY MAINTENANCE MANAGER

I concur with the recommendation/s contained in this report.

Bryce Hines

CHIEF OPERATING OFFICER (WORKS, PARKS AND RECREATION)



GEORGIE CONWAY LEICHHARDT COMMUNITY SWIM CENTRE

SUMMARY – MULTI PURPOSE HEATED PROGRAMS POOL

This document outlines JUST Sports n Fitness’ plans for the Georgie Conway Leichhardt Community Swim Centre. These plans include the design and transformation of Multi Purpose Concept and the creation of strategic long-term community benefit that focuses on swimming development and community-based program pool.

Background:	As Part of the Tender Agreement, Just Sports are to invest in a Program Specific Pool, to be built by Just Sports.	
Site:	Leichhardt Aquatic Centre	
Site area:	Pool - 154 sqm Pathway – 20 sqm	
Wet Area Space:	72 sqm (12M X 6M) Bonded as per builder regulation	
Dry Land Space:	84 sqm	
Toilet & Amenities:	Not Required – Already provided on site	
Pre-commitment:	100%	
Work Schedule:	<ul style="list-style-type: none"> Excavations Levelling Area & Retaining Wall Electrical Works to be Completed Build Pool Shell Install Enclosed Structure Install Lighting Pour Concrete Slabs and Pathway Complete Pool Interior & Equipment Installation Install Pool Fence (White) Commission Pool & Equipment Operation 	
Timeline:	Q2 2018	Site Prep & Begin Construction
	Q3 2018	Complete Construction / Begin Trade
Project Cost:	\$160,000	
Project Benefit:	Increased Community Involvement of the facility by incorporating Learn to Swim, Schools, Aqua Aerobics and specialist classes in a pool that caters for all year.	



Council Contribution: Removal of Existing Trees and Garden as per images presented.
Provide Necessary Safety Fencing and Barriers



SUMMARY – JUST SPORTS VISION & OVERVIEW

Multi Purpose Heated Pool Leichhardt is the Vision of Just Sports n Fitness, a vision to transform the aquatic & leisure environment at the existing facility, as well as design and delivery of services to improve the community options in health and fitness. These Service include but are not limited to Learn To Swim, School Programs, Aqua Aerobics that enables all year round opportunities for the community in services and employment.

Key features of the site include:

Works Costing Summery Estimate

WORK	COST
POOL & EQUIPMENT	\$91,400
POOL ENCLOSURE	\$26,525
CONCRETE	\$12,500
ELECTRICAL	\$5,000
LANDSCAPE & FENCING	\$5,000
PLUMBING	\$2,500
PLANT ROOM	\$2,000
EXTRAS %	\$15,000
TOTAL EXPENDITURE EST	\$159,925

Learn to Swim

- Ages 3- months to 9 yrs
- Life Saving Skills
- Parent Awareness & Safety
- Confidence
- Healthy Living

Schools

- Increased Capacity for Schools
- Teaching of younger and less confident swimmers in a safe and less daunting environment.

Aqua Aerobics

- Healthy Lifestyle Choices
- Community Options

Safety & Awareness Campaigns

- Provide Areas to conduct community Water Safety Campaigns
- Training of Staff in Learn to Swim, First Aid

Increased Traffic

- With an intake capacity of 1000 lessons per week, the community will be brought to the door of other business during operating hours.

Employment

- Offer Full Time, Part Time & Casual Employment to the community.



NOTE: POOL FENCE HAS BEEN REMOVED TO HIGHLIGHT VIEW FROM INSIDE POOL





Pool
Cover
Fencing

Leichhardt Swim Center



Artistic Impression Only
Final Construction may vary in Design, Colour Etc

Leichhardt

Works, Parks and Sport Committee	
Mtg Date: 13.08.18	OAR: YES
Authorisation: Bryce Hines	

BT:BT

3 July 2018

MEMORANDUM

TO: ACTING SPORT RECREATION AND NATURAL RESOURCES MANAGER

FROM: NATURE-BASED RECREATION OFFICER

RE: OUTDOOR CLASSROOM DAY

INTRODUCTION:

This is a report by the Nature-Based Recreation Officer dated 3 July 2018 concerning Ipswich City Council support for the *Outdoor Classroom Day* initiative to be facilitated by Nature Play Qld on 1 November 2018.

BACKGROUND:

At the Council Ordinary Meeting held on 30 January 2015, the following was resolved:

- A. *That Council partner with Nature Play Qld and promote community events and provision of resources throughout 2015.*
- B. *That Council and Nature Play Qld agree to partner through the signing of a Memorandum of Understanding.*
- C. *That Council contribute \$8,000.00 to the Nature Play Qld events in 2015 to provide materials and services and that this amount be funded from the 2014 – 2015 Sport Sponsorship budget.*

A copy of this report is shown in Attachment A.

The purpose of the Memorandum of Understanding (MoU) (See Attachment B within Attachment A) was for the two organisations to work cooperatively on the common goal of improving the health and wellbeing of children in the community through facilitating opportunities for outdoor play. Nature Play Qld is a not-for-profit organisation, currently funded by the State Government through the Queensland Outdoor Recreation Federation (QORF).

Since establishing this relationship, Council and Nature Play Qld have worked on a range of programs and events for mutual benefit. To date Council has supported three mud play events including the very successful “*Mud World*” event earlier in 2018, the “*Passport to an Amazing Childhood*” program, and two educational forums for parents. These are all Nature Play Qld initiatives which serve to promote an active, outdoor childhood in response to the current trends towards a sedentary, indoor childhood. Nature Play Qld also assist in sourcing activity providers and material for Council’s school holiday physical activity and environmental education programs.

OUTDOOR CLASSROOM DAY:

Nature Play Qld has approached Council for in-kind support for the annual *Outdoor Classroom Day* initiative.

This initiative involves inviting Ipswich primary school students to attend free outdoor learning experiences at Queens Park. These experiences are designed and facilitated by Nature Play Qld and are aligned with the national curriculum.

In order to reduce barriers for schools to engage with this initiative, Nature Play Qld have requested Council subsidise bus transport for participating schools, and to make the facilities at Queens Park available for the activities. This model has been successfully used in other local government areas. It is expected that the total cost to Council will be in the vicinity of \$2,200, based on preliminary interest from Ipswich schools. This amount would be payable directly to local bus companies and is available in the 2018-2019 Nature-Based Recreation budget.

As this is an annual event, it is proposed that Council provide such in-kind support annually to ensure that more Ipswich children are able to participate in healthy and engaging outdoor learning opportunities.

BENEFITS TO COMMUNITY AND CUSTOMERS:

With the emergence of increasingly engaging computer technology and parental concerns around child safety, it is now common for children to become disconnected from nature and outdoor play. The self-explanatory term “Nature Deficit Disorder” was coined by Richard Louv to describe this. A growing body of evidence indicates that there is a link between a lack of outdoor play during childhood and lifelong social and health issues including social isolation, obesity and mental health conditions such as depression and anxiety.

Outdoor Classroom Day and other Nature Play programs are designed to combat this trend. By supporting these initiatives Council is delivering on Strategy 5 of Goal 3 of *Advance Ipswich 2015*, to “Foster a diverse range of activities to promote sustainable, healthy lifestyles and community well-being.”


This initiative also encourages use of many areas within Queens Park including the Environmental Education Centre, Nature Centre and several open space areas.

CONCLUSION:

Support for Nature Play Qld's *Outdoor Classroom Day* initiative is consistent with Council's aims to improve community health and well-being. It is also consistent with an existing MoU with Nature Play Qld to support programs which will benefit children and young people in Ipswich.

Nature Play Qld have requested Council's support to subsidise bus transport for school students participating in *Outdoor Classroom Day* at Queens Park.

ATTACHMENT:

Name of Attachment	Attachment
Report to Parks Sports & Recreation Committee January 2015	 Attachment A

RECOMMENDATION:

That Council provide in-kind support for *Outdoor Classroom Day* as outlined in the report by the Nature-Based Recreation Officer dated 3 July 2018.

Ben Thomas
NATURE-BASED RECREATION OFFICER

I concur with the recommendation/s contained in this report.

Kaye Cavanagh
ACTING SPORT, RECREATION AND NATURAL RESOURCES MANAGER

I concur with the recommendation/s contained in this report.

Bryce Hines
CHIEF OPERATING OFFICER (WORKS, PARKS AND RECREATION)

Parks, Sport and Recreation Committee	
Mtg Date: 21.01.15	OAR: YES
Authorisation: Craig Maudsley	

VH:VH

H:\Departmental\Committee Reports\1412 VH 2014-15 Sporting Event Partnership CR

The Chairperson has determined this matter is of real urgency and approval has been given to refer this report to the Parks Sport and Recreation Committee Meeting as a late item.

19 January 2015

MEMORANDUM

TO: SPORT RECREATION AND NATURAL RESOURCES MANAGER

FROM: SPORT AND RECREATION OFFICER

RE: 2015 NATURE PLAY EVENTS

INTRODUCTION:

This is a report by the Sport and Recreation Officer dated 19 January 2015 concerning establishing a partnership with Nature Play Queensland and to host Nature Play events in Ipswich.

BACKGROUND:

Ipswich City Council has many natural assets with an attractive and diverse expanse of protected green space. Together with the City's strong focus on participation and community capacity building, activating and delivering sport and recreation opportunities within the City will assist Ipswich in having a unique sense of community and continue to be known as a sporting city. Establishing a partnership with Nature Play Queensland will assist to increase participation in sport, recreation and physical activity ensuring a community of children undertaking healthy, active outdoor activities.

Nature Play Queensland's mission is to increase the time Queensland kids spend in unstructured play outdoors and in nature. Supported by the Department of National Parks, Recreation, Sport and Racing, Nature Play Queensland is a collaborative not-for-profit organisation working with partner groups to encourage the Queensland community to value nature play and support families to prioritise it in children's lives.

Ipswich has a number of open spaces for children and the whole community to be active in. Nature Play events will showcase outdoor spaces in Ipswich and encourage children and families to enjoy natural areas and lead a healthier lifestyle.

This initiative aligns with Council's strategic goals to:

- ∑ Position Ipswich as a desirable visitor destination for leisure and tourism
- ∑ To create opportunities to bring people together and encourage greater participation in sporting and recreational activities to address health issues
- ∑ Support economic growth for the region
- ∑ Promote Ipswich's natural areas

2015 NATURE PLAY PROPOSED EVENTS:

If a partnership is established with Nature Play Queensland, joint events would be held to promote the concept of playing in nature and provide resources to the community to encourage continued activity in the outdoors.

It is proposed that the initial event will be held in a natural area of Limestone Park and incorporate a mud pie bakery and obstacle course. Participants will receive a pack for participating which has resources to encourage ongoing activities in the outdoors and a T-Shirt to promote the partnership after the event and protect participants own clothing.

For the event Nature Play Queensland will provide:

- ∑ Promotion
- ∑ Activities
- ∑ Resource pack
- ∑ Qualified leaders and event staff

Ipswich City Council will provide at the event:

- ∑ Promotion
- ∑ Suitable location
- ∑ Equipment (soil and water)
- ∑ T-Shirts

The event would be open to children aged between three and twelve and over 200 children are expected to participate. Providing resources such as a passport challenge, Family Nature Club information, Green Time Vs Screen Time ideas and promoting "51 natural things to do before your 12" will support children and families to continue to experience outdoor activities in Ipswich and lead a healthier lifestyle with unstructured play. The Green Time Vs Screen Time has received a great amount of interest from the community and actively getting children away from screens and being active in natural areas.

Benefits of this event would include:

- ∑ economic value
- ∑ providing resources to support the community in ongoing healthy living
- ∑ increase participation of the community in physical and recreational activity
- ∑ increase the use of open spaces

- Σ allow Ipswich to be involved with innovative events within the community
- Σ showcase Ipswich's natural assets and diverse range of natural landscape

The proposed inaugural event would be scheduled to take place on 22 February 2015, subject to Council endorsement.

Following on from this event, Nature Play Queensland, In2Adventure and Ipswich City Council would partner together to present a family day at the Kholo Gardens Adventure Race previously approved under the Sporting Event Sponsorship program. This event will be a prime opportunity to get families active in the premier venue of Kholo gardens and continue the concept of families enjoying the outdoors and nature areas.

It is proposed that a partnership with Nature Play Queensland be established and that Council provides in-kind support for joint community events in 2015.

An assessment of the partnership and community events can be seen in Attachment A.

The proposed Memorandum of Understanding for a partnership between Nature Play Queensland and Ipswich City Council can be seen in Attachment B.

BUDGET:

The 2014–2015 Sport Sponsorship budget has a total of \$50,300 remaining. It is proposed that Council's contribution to the partnership be sourced from this operational budget area. Council will provide materials and services to a value estimated at \$8,000. This support will include provision of location, soil and water and T-Shirts for participants. Nature Play Queensland will provide in-kind support of an estimated \$9,000 to provide event staff, resource packs and activities.

No direct sponsorship is recommended to be provided to Nature Play for these events.

MARKETING:

Marketing for the event will be co-ordinated through Council's Marketing, Economic Development and Sport Recreation and Natural Resources Branches.

CONSULTATION:



Due to the timing of the first event, consultation was undertaken with the Mayor, Chairperson of Parks Sport and Recreation and the Division 7 Councillor on the matter.

CONCLUSION:

Establishing a partnership with Nature Play Queensland to host community events promoting activity in the outdoor areas within Ipswich will benefit the City in a number of ways through economic benefits, community environmental awareness and an increase in physical activity within the community. It is proposed that Council enter into a partnership

with Nature Play Queensland and contribute \$8,000 in kind support to the initial event and ongoing provision of resources to the community.

ATTACHMENT/S:

Name of Attachment	Attachment
Nature Play Queensland Partnership and 2015 Community Events - Assessment	 Attachment A
Proposed Nature Play and Ipswich City Council Memorandum of Understanding	 Attachment B

RECOMMENDATION:

- A. That Council partner with Nature Play Queensland and promote community events and provision of resources throughout 2015.
- B. That Council and Nature Play Queensland agree to partner through the signing of a Memorandum of Understanding.
- C. That Council contribute \$8,000.00 to the Nature Play Queensland events in 2015 to provide materials and services and that this amount be funded from the 2014–2015 Sport Sponsorship budget.

Vada Hoger
SPORT AND RECREATION OFFICER

I concur with the recommendation/s contained in this report.

Bryce Hines
SPORT RECREATION AND NATURAL RESOURCES MANAGER

I concur with the recommendation/s contained in this report.

Craig Maudsley
CHIEF OPERATING OFFICER (WORKS, PARKS AND RECREATION)

SPORTING EVENT SECUREMENT PROGRAM
Assessment Criteria

Trading Name	Nature Play Queensland
Event	Partnership and joint community events in 2015
Contact Name	Hyahno Moser
Postal Address	████████████████████
Telephone Number	██████
Email Address	████████████████████

Eligibility

- Σ To increase physical activity for community benefit.
- Σ Assist in building the capacity of sport and recreation organisations to host events and for the events to become sustainable.
- Σ Create partnerships with local, state and national sporting organisations.
- Σ Activate spaces and facilities.

NOTES –

Community events in 2015 and partnership with Council to promote healthy outdoor living and activities with ongoing benefit to the community through provision of resources.

How will the payment be made?

If an organisation has stated it is eligible to enter into a Recipient Created Tax Invoice (RCTI), then tick the RCTI box below.

Recipient Created Tax Invoice

Invoice

Does the event date clash with any other events? If so, which ones? *(Please see events calendar or call Janet Hewitt on 3810 6058 to clarify the dates)*

N/A

In-kind support the club/organisation are seeking *(if they have stated so in application)*

Equipment – soil, water
T-Shirts
Cost to Ipswich City Council - \$TBC

If club/organisation applied to the Sporting Event Sponsorship program last year, how much financial assistance was provided by Ipswich City Council?

(Search in ECM for an applicant's MOU from last year to see how much financial assistance was provided to them by ICC. If applicant did not apply last year simply enter 'N/A')

\$N/A

Recommended monetary support – To be completed by Sport and Recreation Officer

\$8000

Please assess the application by the criteria below:

<u>Question</u>	<u>Rating</u>	<u>Criteria</u>	<u>Comments</u>
Organisational Details	3	Information supplied meets all requirements of project.	
	2	Information supplied meets most elements of project.	
	1	Information supplied meets some elements of project.	
	0	Information supplied does not accurately address requirements of project.	
Sponsorship Details	3	Event addresses four objectives that relate directly to the Sporting Event Sponsorship program's objectives.	
	2	Event addresses three objectives that relate directly to the Sporting Event Sponsorship program's objectives.	
	1	Event addresses two objectives that relates directly to the Sporting Event Sponsorship program's objectives.	
	0	Event addresses one goal that relates directly to the Sporting Event Sponsorship program's objectives.	
Level/Standard of event	3	International or National event	
	2	State event	
	1	Regional or District/Zone or Local event	

Anticipated participation numbers	5	300+ participants	
	3	151-300 participants	
	1	51-150 participants	
	0	0-50 participants	
Anticipated spectator numbers	5	300+ spectators	
	3	151-300 spectators	
	1	51-150 spectators	
	0	0-50 spectators	
Benefits to Ipswich City Council	3	3 or more benefits to the Ipswich City Council listed	
	2	2 benefits to the Ipswich City Council	
	1	1 benefit to the Ipswich City Council	
	0	No benefits to Ipswich City Council listed	
Benefits to Ipswich community	3	Event provides substantial benefits to the Ipswich community (3 or more outcomes/benefits listed)	
	2	Event provides sufficient benefits to the Ipswich community (2 outcomes/benefits	

		listed)	
	1	Event provides some benefits to the Ipswich community (1 outcome/benefit listed)	
	0	Event provides no benefits to the Ipswich community	
Opportunity for general public participation	5	Event provides 2 or more opportunities for the general public to participate in physical activity within the event	
	3	Event provides 1 opportunity for the general public to participate in physical activity within the event	
	0	Event provides no opportunities for the general public to participate in physical activity within the event	
Will the event take place without Ipswich City Council funding?	3	Substantial steps are listed to improve the chances of the event taking place without financial assistance from Ipswich City Council	
	1	Some steps are listed to improve the chance of the event taking place without financial assistance from Ipswich City Council	
	0	No steps are listed or club/organisation has stated the event would not take place without financial assistance from Ipswich City Council	

Budget	3	Budget for project is comprehensive, with all costs explained	If budget is inadequate it should be rejected
	1	Budget for project is adequate, with most costs explained	
	0	Budget for project is inadequate (even with some costs explained)	
Sustainability	3	Substantial information is provided detailing how the event will be sustainable beyond the initial financial assistance from Ipswich City Council	
	2	Meets most sustainability requirements	
	1	Meets some sustainability requirements	
Club Development plan	3	Club development plan in place	N/A as not a sporting club
	2	Club development plan being developed	
	1	Have discussed club development plan with ISH	
	0	No club development planning undertaken	
Other Club Development (doesn't include club development plan)	3	Club lists 3 or more areas of proactive club development	N/A as not a sporting club
	2	Club lists 2 areas of proactive club development	
	1	Club lists 1 area of proactive club development	
	0	Club doesn't list any proactive club development.	

PLEASE NOTE:

If financial assistance has been provided to this club/organisation within this financial year by another branch of Ipswich City Council or a councillor the application should be rejected.

Total

27/39

25-39 would be eligible for up to \$10,000

15-24 would be eligible for up to \$5,000

0-14 would be eligible for up to \$2,000



Nature Play QLD/ Ipswich City Council- Partnership Memorandum of Understanding

Dear Damian O'Sullivan

Thank you again for the opportunity to meet and connect on such an important issue as Nature Play, for our QLD children. Also thank you for your efforts, interest and passion for ensuring Ipswich children have plenty of opportunities to be healthy, active and get outdoors and enjoy the parks, creeks, dams and other natural areas within your precinct.

It is very exciting and inspiring to potentially have the support of Ipswich City Council behind the message of Nature Play QLD, and I look forward to supporting each other and developing our cooperative relationship over time.

In considering a partnership with Nature Play QLD, you can determine the level of involvement. I want reinforce, we are not trying to add to already demanding schedules.

Subsequent to discussions between the Sport, Recreation and Natural Resources Branch members and Nature Play QLD Program Manager, at the South St Ipswich Council office, on Nov 12th, 2014. The following are the optional partnership levels to be considered.

- Basic entry - Agreeing to support and promote each other within the boundaries of each other's missions
- Developing an announcement statement (informing the networks of Ipswich City Council and Nature Play QLD of the partnership as well as letting the Ipswich City Council and Sport, Recreation and Natural Resources network know that Ipswich City Council support the mission of Nature Play QLD)
Option 2 - Include a sponsor logo on each partner's regular enews, to ensure a strong presence in all communication channels
Option 3 - Regular Nature Play QLD space in newsletter to Ipswich City Council and Sport, Recreation and Natural Resources network
Option 4 - Capacity of both parties to provide supporting materials at events organised by both Nature Play QLD and Ipswich City Council, if materials support each other's mission or strategic vision e.g. brochures, fliers for goody bags etc.
Option 5 - Ipswich City Council to assist Nature Play QLD launch Nature Play QLD to the Ipswich community through co-running an event
Option 6 - Ipswich City Council to co-run additional Nature Play QLD orientated events to continue to promote outdoor play (unstructured where possible) to the Ipswich Community
Option 7 - Ipswich City Council to explore ways to integrate Nature Play QLD programs and resources into public parks in order to further increase awareness of the benefits of playing outdoors for Ipswich children.

Conditions of the MoU may be reviewed after three months, if necessary and any alterations or additions implemented subsequent to the review.

Please indicate by circling the partnership options you wish to implement and sign below.

I/we agree to the conditions listed above and will respectfully support said boundaries outlined within the conditions

Hyahno Moser _____

Date: _____

Program Manager

www.natureplayqld.org.au

Ipswich City Council
Signed by CRAIG MAUDSLEY
CHIEF OPERATING WORKS OFFICER (WORKS PARKS and RECREATION) as duly authorised Council delegate under section 187 of the Local Government (Finance, Plans and Reporting Regulation 2010)
Date
Witness Signature
Name of Witness



Supported by Queensland Government



Phone: (07) 3367 1989
Email: info@natureplayqld.org.au
www.natureplayqld.org.au

Sports House
150 Caxton St
Milton QLD 4064

Works Parks and Sport Committee	
Mtg Date: 13.08.18	OAR: YES
Authorisation: Bryce Hines	

CLH:CLH

\\Council\Data\WPR\Departmental\Committee Reports\1308 CLH RMPC activity breakdown 2017-18 (A4972780).docx

23 July 2018

MEMORANDUM

TO: PRINCIPAL OFFICER (ROADS AND DRAINAGE)

FROM: TECHNICAL OFFICER (MAINTENANCE PLANNING)

RE: ROAD MAINTENANCE AND PERFORMANCE CONTRACT 2017/18

INTRODUCTION:

This is a report by the Technical Officer (Maintenance Planning) on the actual quantities delivered by Ipswich City Council (Council) within the parameters of the Road Maintenance and Performance (RMPC) Contract in 2017-2018.

BACKGROUND:

The RMPC is a contract between Council and Department of Transport and Main Roads (DTMR) for routine maintenance carried on State-controlled roads within Ipswich City boundaries.

Council have delivered this contract for the past twenty-two years, primarily based through a sole invitee arrangement. Council acts as the contractor providing a stewardship role for the road network on behalf of DTMR. The following table indicates each measured activity and actual quantities delivered across the eleven State-Controlled roads managed by Council in the 2017-2018 financial year.

DESCRIPTION ACTIVITY	UNIT	ACTUAL QUANTITY
Pothole Patching	Tonne (t)	21.57
Surface Correction with Premix/Asphalt (Manual)	t	111.18
Emergency Temporary Pavement Repairs	t	23.91
Pavement Repairs Mechanical (Minor) – Day Shift	m ²	3,703.83
Pavement Repairs Mechanical (Minor) – Night Shift	m ²	487.06

Excavate and Replace Asphalt – Day Shift	t	-
Excavate and Replace Asphalt – Night Shift	t	68.50
Light Shoulder Grade Rural	Sh.km (side)	1.00
Heavy Shoulder Grade Rural	Sh.km (side)	29.80
Clean Surface Drain – minor (<20m)	m	65.00
Clean Surface Drain - major (>20m)	m	850.80
Clean Culverts Pipes and Pits - Minor	Provisional Sum (P.S.)	100,251.82
Clean Culverts Pipes and Pits - Major	P.S.	4,894.28
Repair Concrete Culverts Pipes and Pits - Major	P.S.	186,511.23
Tractor Slashing - Rural	Hectare (ha)	293.52
Herbicide Spot Spraying	P.S.	63,911.78
Other Vegetation Control Work	P.S.	337,141.40
Roadside Litter Collection - Rural	P.S.	48,259.75
Graffiti Removal	m ²	16.20
Other Roadside Works	P.S.	275,861.11
Repair/Replace Sign Type C	Each	1
Repair/Replace Sign Type B	Each	18
Repair/Replace Sign Type A	Each	17
Straighten Post and Sign	Each	43
Repair Guide Signs	P.S.	52,008.74
Repair Guide Posts	Each	2,062
Replace Guide Markers Standard	Each	448
Other Road Guide Post & Marker work	Each	19
Repair or Replace Guardrail, Barrier Furniture - minor	P.S.	33,398.28
Bridgework General	P.S.	13,838.11
Maintenance Requirement Assessment - Backlogger	P.S.	21,135.26
Emergency Call Outs	P.S.	605.44
Damage Recovery	P.S.	27,316.72

Table A: Activity Description & Actual Quantities delivered RMPC 2017/18

CONCLUSION:

The RMPC managed by Council within the Ipswich region provides a value for money delivery of road maintenance on State-Controlled roads. The RMPC managed by Council allows maximum overall benefit to the users of the facility and the wider community including broader social aspects at a cost suitable for all stakeholders. Council and DTMR have worked together developing and managing the RMPC for the past twenty-two years and DTMR have acknowledged Council's performance and productivity of the stewardship role, ensuring mutual goals are met for both parties. Most recently Council received for the first time ever a 100% performance assessment on its key performance indicators.

RECOMMENDATION:

That the report be received and the contents noted.

Cameron Hoger

TECHNICAL OFFICER (MAINTENANCE PLANNING)

I concur with the recommendation/s contained in this report.

Colin Russ

PRINCIPAL OFFICER (ROADS AND DRAINAGE)

I concur with the recommendation/s contained in this report.

Bryce Hines

CHIEF OPERATING OFFICER (WORKS PARKS AND RECREATION)

Works, Parks and Sport Committee	
Mtg Date: 13.08.18	OAR: YES
Authorisation: Bryce Hines	

1 August 2018

MEMORANDUM

TO: ACTING CHIEF OPERATING OFFICER (WORKS, PARKS AND RECREATION)
FROM: BUSINESS ACCOUNTING AND ASSET MANAGER
RE: AMENDMENT TO TENDER NO. 13-14-327 – SITE AND FILL MANAGEMENT

INTRODUCTION:

This is a report by the Business Accounting and Asset Manager dated 1 August 2018 concerning the preparation of a tender consideration plan under section 230 of the *Local Government Regulation 2012* to enable Council to enter into a large sized contractual arrangement with the existing supplier of contract 13-14-327 without complying with the requirements for written tenders under section 228 of the *Local Government Regulation 2012*.

BACKGROUND:

Council went to the market for the appointment of a suitably qualified organisation for site and fill management services in September 2014.

Council has an operational requirement for the disposal of spoil in relation to maintenance and construction activities. Currently, Council does not have the operational capacity to manage the site within existing resources and, due to the estimated time for the void to be filled, it is not feasible for Council to resource this activity.

CONSIDERATIONS:

Different procurement options were considered but given the operational needs of Council and the considerations discussed in the Background Paper (Attachment B), it is recommended that a Tender Consideration Plan (Attachment A) be prepared to document the operational need for the Site and Fill Management Services under a large size contractual arrangement that mirrors the term of the contractual arrangements in Contract Number 13-14-327.

A tender consideration plan (TCP) is an exception to the general requirement for large-sized contractual arrangements to require written quotes or tenders. It requires a resolution of Council. Section 230 of the Local Government Regulation provides for entering into a contractual arrangement by way of a TCP:

(1) A local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if the local government—

(a) decides, by resolution, to prepare a quote or tender consideration plan; and

(b) prepares and adopts the plan.

(2) A quote or tender consideration plan is a document stating—

(a) the objectives of the plan; and

(b) how the objectives are to be achieved; and

(c) how the achievement of the objectives will be measured; and

(d) any alternative ways of achieving the objectives, and why the alternative ways were not adopted; and

(e) the proposed terms of the contract for the goods or services; and

(f) a risk analysis of the market from which the goods or services are to be obtained.

Stephen Fynes-Clinton's Commentary on the Local Government Regulation states, relevantly, the following in relation to s 230:

Effectively, this section allows Councils to use the Part 2 "strategic" contracting model for particular purchases where departure from the ordinary tender or quotation process can be justified based upon market considerations or considerations relevant to the particular supply relationship. The exemption can only be invoked by Council resolution.



The Explanatory Notes for the corresponding 1993 Act provision indicated that it was intended to be used for "one-off" and significant purchases, but this section contains no requirement that the purchase be "significant" or otherwise non-recurrent. Moreover, there is no express requirement that the contract be made wholly or substantially in accordance with the plan adopted, though this is logically implied. In any event, it is a potentially very broad exception.

The considerations relevant to the proposed TCP are included in the attached confidential report from the Business Accounting and Asset Manager dated 1 August 2018 (Confidential Report).

CONCLUSION:

To minimise the impact of maintenance and construction operations within Council for the disposal of spoil, to allow time for the void to be filled and for the reasons set out in the confidential Background Report, it is recommended Council resolve to adopt a tender consideration plan to allow it to enter into a contract with the existing supplier of the Site and Fill Management Services.

CONFIDENTIAL BACKGROUND PAPERS:

Name of Attachment	Attachment
Confidential Attachment A – 13-14-327 Tender Consideration Plan	 Attachment A.pdf
Confidential Attachment B – Background Report	 Attachment B

RECOMMENDATION:

- A. That Council resolve to prepare a Tender Consideration Plan to enter into a contract with the existing supplier of tender 13-14-327 Site and Fill Management Services in accordance with section 230(1)(a) of the *Local Government Regulation 2012*.
- B. That Council resolve to adopt the Tender Consideration Plan to enter into a contract with existing supplier of tender 13-14-327 Site and Fill Management Services set out in Confidential Attachment A to the report by the Business Accounting and Asset Manager dated 1 August 2018 in accordance with section 230(1)(b) of the *Local Government Regulation 2012*.
- C. That Council resolve to enter into a contract with the existing supplier of tender 13-14-327 Site and Fill Management Services on similar terms and conditions as the current contract and as described in the confidential reports of the Business Accounting and Asset Manager dated 1 August 2018.
- D. That the Chief Executive Officer be authorised to negotiate and finalise the terms of the contract to be executed by Council and to do any other act necessary to implement Council’s decision in accordance with section 13(3) of the *Local Government Act 2009*.
- E. That Council adopt the recommendations contained in Confidential Attachment B to the report by the Business Accounting and Asset Manager dated 1 August 2018.

Shane Gillett
BUSINES ACCOUNTING AND ASSET MANAGER

I concur with the recommendation/s contained in this report

Bryce Hines
CHIEF OPERATING OFFICER (WORKS, PARKS AND RECREATION)