MINUTES FOR SPECIAL MEETING OF COUNCIL

Wednesday, 4 December 2013

Council Chambers
6177 Great Northern Highway
Bindoon

Commencement: 3.32pm
Closure: 3.35pm
These minutes will be confirmed at the Ordinary Meeting of Council to be held on Wednesday, 18 December 2013.

SIGNED BY ________________________________________
Person presiding at meeting which minutes were confirmed

DATE ________________________________________

---

Disclaimer

The purpose of this Council meeting is to discuss and, where possible, make resolutions about items appearing on the agenda.

Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a member or officer, or on the content of any discussion occurring, during the course of the meeting.

Persons should be aware that the provisions of the Local Government Act 1995 (section 5.25 (e)) establish procedures for revocation or rescission of a Council decision. No person should rely on the decisions made by Council until formal advice of the Council decision is received by that person.

The Shire of Chittering expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of Council, or any advice or information provided by a member or officer, or the content of any discussion occurring, during the course of the Council meeting.
# TABLE OF CONTENTS

1. DECLARATION OF OPENING OF MEETING / ANNOUNCEMENTS OF VISITORS ......................... 1

2. RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE ................. 1
   2.1 Attendance ....................................................................................................................... 1
   2.2 Apologies .......................................................................................................................... 1
   2.3 Approved leave of absence ............................................................................................. 1

3. DISCLOSURE OF INTEREST ................................................................................................ 1
   5.1 Appointment of Contractor – Supply of Synthetic Turf System* .................................. 1

4. PUBLIC QUESTION TIME .................................................................................................. 2

5. PURPOSE OF MEETING ..................................................................................................... 2
   5.1 Appointment of Contractor – Supply of Synthetic Turf System* .................................. 2

6. CLOSURE .............................................................................................................................. 4

* indicates separate attachments
1. DECLARATION OF OPENING OF MEETING / ANNOUNCEMENTS OF VISITORS

The Presiding Member declared the meeting open at 3.32pm

2. RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE

2.1 Attendance

The following members were in attendance:
Cr Robert Hawes President (Presiding Member)
Cr Michelle Rossouw Deputy President
Cr Don Gibson
Cr Alex Douglas
Cr Sandra Clarke
Cr Doreen Mackie

The following staff members were in attendance:
Gary Tuffin Chief Executive Officer
Karen Parker Manager Human Resources
Jean Sutherland Executive Manager Corporate Services
Azhar Awang Executive Manager Development Services
Brendan Jeans Senior Planning Officer
Mark Johnston Planning Officer (arrived at 3.33pm)
Natasha Mossman Executive Support Officer (Minute Secretary)

There were no members of the general public in attendance

2.2 Apologies

Cr Barni Norton

2.3 Approved leave of absence

Nil

3. DISCLOSURE OF INTEREST

5.1 Appointment of Contractor – Supply of Synthetic Turf System*

Cr Sandra Clarke declared an impartiality interest on item 5.1 ‘Appointment of Contractor – Supply of Synthetic Turf System’ as she is a member of the Bindoon Bowling Club.
4. PUBLIC QUESTION TIME

Nil

5. PURPOSE OF MEETING

Mark Johnston entered the chambers at 3.33pm

Cr Sandra Clarke declared an impartiality interest on item 5.1 as she is a member of the Bindoon Bowling Club.

5.1 Appointment of Contractor – Supply of Synthetic Turf System*

**Applicant**
Shire of Chittering

**File ref**
05/01/0001

**Prepared by**
Jean Sutherland, Executive Manager Corporate Services

**Supervised by**
Gary Tuffin, Chief Executive Officer

**Voting requirements**
Simple majority

**Documents tabled**
Nil

**Attachments**
1. Agreement for Supply of Synthetic Turf System from Tiger Turf Australia Pty Ltd
2. Quote from Australian Bowls Constructions

**Background**
The Shire of Chittering on behalf of the Bindoon Bowling Club lodged an application for funding with Department of Sport & Recreation (DSR) for the replacement of their synthetic bowling surface.

An email was received from DSR on 21 November 2013 advising that the grant application was successful. To date the grant agreement has not been received.

The Shire of Chittering has since been contacted by Harry Hawkins from the Bindoon Bowling Club requesting that the works be undertaken as soon as possible as the green is deemed unplayable and it needs to be replaced as soon as possible before the hot weather sets in.

The Bindoon Bowling Club sought quotes for the replacement of the synthetic bowling surface. They received two quotes, one from TigerTurf Australia Pty Ltd and one from Australian Bowls Construction. These are the only suppliers for the woven bowls surface required at the Bindoon Bowling Club.

Tigerturf have advised that they could commence the project on Monday 2 December 2013 whereas the other company could not commence until Feb-March 2014.

**Consultation**
Chief Executive Officer
Community Development Officer
Bindoon Bowling Club (Harry Hawkins)
Statutory Environment
Local Government Act 1995
Local Government (Functions and General) Regulations 1996

Policy Implications
Purchasing Policy

Financial Implications
Funding of $100,000 has been allocated in the 2013/14 budget for this project with contributions from Department of Sport and Recreation and Bindoon Bowling Club of $66,666.

Due to the prices received and the scope of the project the cost has increased to $120,569. The Shire of Chittering has been successful in obtaining a CSRFF grant from Department of Sport & Recreation for $42,319 and the Bindoon Bowling Club have been invoiced the amount of $44,917 leaving the Shire of Chittering’s contribution being $33,333 as per the adopted budget.

An amendment to the project costs will be reflected in the budget review due to be undertaken in February 2014.

Strategic Implications
Nil

Site Inspection
Not applicable

Triple Bottom Line Assessment
Economic implications
There are no known significant economic implications associated with this proposal.

Social implications
There are no known significant social implications associated with this proposal.

Environmental implications
There are no known significant environmental implications associated with this proposal.

Comment
The provision of the synthetic turf system for the bowling green was not put out to tender as there are only two suppliers in Australia for the particular type of surface required and only one supplier can undertake the project at the time required.

It is therefore considered to be exempt from the tender requirements as per the Local Government (Functions and General) Regulations 11 (2)(f) on the grounds that because of the unique nature of the surface required and there is only one supplier available to undertake the project when required.

Due to the value of the contract to TigerTurf Australia Pty Ltd, authorisation is required from Council as the Chief Executive Officer is only delegated to enter in contracts less than $100,000 as per Delegation DA11.

It is therefore requested that Council accepts the Officer recommendation as the bowling green surface is very unplayable and it is in the clubs best interest to get the turf replaced as soon as possible so that the bowling club can have functioning greens for their upcoming bowls season.
5.1 OFFICER RECOMMENDATION/COUNCIL RESOLUTION – 011213
Moved Cr Rossouw / Seconded Cr Douglas
That Council authorise the Chief Executive Officer to sign the agreement with TigerTurf Australia Pty Ltd for the supply of synthetic turf system for the Bindoon Bowling Club to the value of $120,569 (GST exclusive).

THE MOTION WAS PUT AND DECLARED CARRIED 6/0
3.35pm

6. CLOSURE

The Presiding Member declared the meeting closed at 3.35pm