

# CONFIRMED MINUTES

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WATER AND WASTE STANDING COMMITTEE MEETING OF  
**ISAAC REGIONAL COUNCIL**

HELD ON  
**WEDNESDAY, 7 OCTOBER 2020**  
**COMMENCING AT 1.00PM**

**ISAAC REGIONAL COUNCIL**  
**CONFIRMED MINUTES OF THE**  
**WATER AND WASTE**  
**STANDING COMMITTEE MEETING**  
**HELD IN COUNCIL CHAMBERS, MORANBAH**  
**ON WEDNESDAY 7 OCTOBER 2020**

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**ISAAC REGIONAL COUNCIL**

**CONFIRMED MINUTES OF THE**

**WATER AND WASTE**

**STANDING COMMITTEE MEETING**

**HELD IN COUNCIL CHAMBERS, MORANBAH**

**ON WEDNESDAY 7 OCTOBER 2020 COMMENCING AT 1.00PM**

**ATTENDANCE**

Mayor Anne Baker  
Cr Greg Austen, Division One  
Cr Lyn Jones, Division Six

**OFFICERS PRESENT**

Mr Gary Stevenson PSM, Chief Executive Officer  
Mr Gary Murphy, Director Water and Waste  
Mrs Lisa Tonkin, Manager Business Services  
Mrs Linda Roberts, Manager Planning and Projects  
Mr Karl Murdoch, Manager Waste Services  
Mr Stephan Wagner, Manager Operations and Maintenance  
Ms Grier Williamson, Digital and Online Communication Officer  
Ms Tori Gordon, Administration Officer  
Ms Sarah Lennon, Executive Assistant (*by video conference*)  
Mrs Nicole Money, Executive Assistant

**1. OPENING**

The Chief Executive Officer welcomed all in attendance in the absence of the Chair and declared the meeting open at 1.00pm.

The Chief Executive Officer called for nominations for the position of Chair for the Water and Waste Standing Committee Meeting for Wednesday 7 October 2020 due to the apology of Cr Simon West.

Cr Lyn Jones nominated Mayor Anne Baker Chair of the Water and Waste Standing Committee Meeting for Wednesday 7 October 2020. Cr Greg Austen seconded this nomination.

# MEETING MINUTES

**Resolution No.: W&W0259**

**Moved: Cr Lyn Jones**

**Seconded: Cr Greg Austen**

**That the Committee appoints Mayor Anne Baker as the Chairperson of the Water and Waste Standing Committee Meeting for Wednesday 7 October 2020.**

**Carried**

The Chair acknowledged the traditional custodians of the land on which we meet today and paid her respects to their Elders past, present and emerging.

## ATTENDANCE

Mr Gary Stevenson left the meeting room at 1.01pm

## 2. APOLOGIES

The Water and Waste Standing Committee received apologies from Cr Simon West and Cr Kelly Veava.

**Resolution No.: W&W0260**

**Moved: Cr Lyn Jones**

**Seconded: Cr Greg Austen**

**That the Water and Waste Standing Committee accepts the apologies received from Cr Simon West and Cr Kelly Veava.**

**Carried**

## 3. DECLARATION OF CONFLICTS OF INTEREST

No conflicts of interest declared this meeting.

## 4. CONFIRMATION OF MINUTES

Confirmation of minutes from Water and Waste Standing Committee Meeting of Isaac Regional Council held at Council Chambers, Moranbah on Wednesday 9 September 2020.

Resolution No.: W&W0261

Moved: Cr Greg Austen

Seconded: Cr Lyn Jones

That the minutes from the Water and Waste Standing Committee meeting held in Council Chambers, Moranbah on Wednesday 9 September 2020 are confirmed.

Carried

## 5. OFFICERS REPORTS

### 5.1 Water and Wastewater Customer Service Obligations Policy

#### EXECUTIVE SUMMARY

The purpose of this report is to request that the Water and Wastewater Customer Service Obligations Policy be repealed.

#### OFFICER'S RECOMMENDATION

*That the Committee recommend to Council to:*

- 1. Repeal the Water and Wastewater Customer Service Obligations Policy (W&WW-128).*
- 2. Note that the Water and Waste Directorate define their customer service obligations via the Annual Operational Plan and Annual Performance Plan.*

Resolution No.: W&W0262

Moved: Cr Lyn Jones

Seconded: Cr Greg Austen

That the Committee recommend to Council to:

- 1. Repeal the Water and Wastewater Customer Service Obligations Policy (W&WW-128).**
- 2. Note that the Water and Waste Directorate define their customer service obligations via the Annual Operational Plan and Annual Performance Plan.**

Carried

## 5.2 Integrated Management System Certification Standard Updated

### EXECUTIVE SUMMARY

This report seeks to provide advice as to the Water and Waste Directorate's requirement to update their Organisational Health and Safety certification standard from the Australian Standard AS/NZS 4801:2001 to the International Standard ISO 45001:2018, as part of its Integrated Management System (IMS).

### OFFICER'S RECOMMENDATION

*That the committee recommend to Council to:*

- Note that the Water and Waste Integrated Management System is required to amend its certification standard from AS/NZS 4801:2001 to ISO 45001:2018 WHS/OHS.***

**Resolution No.: W&W0263**

**Moved: Cr Greg Austen**

**Seconded: Cr Lyn Jones**

**That the committee recommend to Council to:**

- Note that the Water and Waste Integrated Management System is required to amend its certification standard from AS/NZS 4801:2001 to ISO 45001:2018 WHS/OHS.**

**Carried**

### **PROCEDURAL MOTION:**

**Resolution No.: W&W0264**

**Moved: Cr Greg Austen**

**Seconded: Cr Lyn Jones**

**That the Water and Waste Standing Committee closes the meeting to the public under section 275 (1) (h) to deliberate on Confidential Report 5.3 and under section 275 (1) (e) to deliberate on Confidential Reports 5.4, 5.5 and 5.6 at 1.09pm.**

**Carried**

## **PROCEDURAL MOTION:**

**Resolution No.: W&W0265**

**Moved: Cr Lyn Jones**

**Seconded: Cr Greg Austen**

**That the Water and Waste Standing Committee opens the meeting to the public at 1.34pm.**

**Carried**

## **CONFIDENTIAL REPORT**

Closed under s275 (1) (h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else or enable a person to gain a financial advantage.

### **5.3 Water and Waste Strategic Procurement Plan**

#### **EXECUTIVE SUMMARY**

This report seeks endorsement of the Strategic Procurement Plan for the delivery of works from within the Water and Waste Directorate for the 2020-21 Financial Year and delegation to the Chief Executive Officer to enter into medium-sized contractual arrangements or large-sized contractual arrangements in accordance with the quote or tender consideration plan.

#### **OFFICER'S RECOMMENDATION**

*That the Committee recommends that Council:*

- 1. Endorse the Procurement Plan for the delivery of works within the Water and Waste Directorate for the 2020/2021 financial year.**
- 2. Delegates the authority to the Chief Executive Officer to determine the successful tenderer for the listed works valued under \$1m under delegation LGR88 – “Power to enter into a medium-sized contractual arrangement or large-sized contractual arrangement in accordance with a quote or tender consideration plan adopted by local government resolution” under Section 230(1) Local Government Regulation 2012 subject to the following conditions;**
  - a. All tender evaluation reports be provided to all Councillors at the same time that the Chief Executive Officer is considering the report,**
  - b. Should any Councillor (free of any Prescribed Interest or Declarable Interest) notify the Chief Executive Officer that the matter should be escalated for Committee consideration, the Chief Executive Officer shall not exercise his delegated authority to determine the tender and shall instead arrange for the matter to be included in the agenda for the next available Water and Waste Standing Committee Meeting or Council Meeting,**

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- c. ***Should the Chief Executive Officer consider that the tender evaluation gives rise to extraordinary or potentially contentious issues, the Chief Executive Officer shall not exercise his delegated authority to determine the tender and shall instead arrange for the matter to be included in the agenda for the next available Water and Waste Standing Committee Meeting or Council Meeting,***
- d. ***The Chief Executive Officer shall report outcomes of his actions to the Water and Waste Standing Committee on a monthly basis.***
3. ***Delegates the authority to the Water and Waste Standing Committee to determine the successful tenderer for the listed works valued under \$10m under delegation LGR88 – “Power to enter into a medium-sized contractual arrangement or large-sized contractual arrangement in accordance with a quote or tender consideration plan adopted by local government resolution” under Section 230(1) Local Government Regulation 2012 subject to the following conditions;***
- a. ***All tender evaluation reports be provided to all Councillors at the same time that the Water and Waste Standing Committee is considering the report,***
- b. ***Should any Councillor (free of any Prescribed Interest or Declarable Interest) notify the Chief Executive Officer that the matter should be escalated for Council consideration, the Water and Waste Standing Committee shall not exercise its delegated authority to determine the tender and shall instead request the Chief Executive Officer to arrange for the matter to be included in the agenda for the next available Council Meeting,***
- c. ***Should the Water and Waste Standing Committee resolve that the tender evaluation gives rise to extraordinary or potentially contentious issues, the Water and Waste Standing Committee shall not exercise its delegated authority to determine the tender and shall instead request the Chief Executive Officer to arrange for the matter to be included in the agenda for the next available Council Meeting.***
4. ***Delegates the authority to the Chief Executive Officer to negotiate, execute and vary contracts determined under delegation by the Chief Executive Officer or the Water and Waste Standing Committee.***

**Resolution No.: W&W0266**

**Moved: Cr Lyn Jones**

**Seconded: Cr Greg Austen**

**That the Committee recommends that Council:**

1. **Endorse the Procurement Plan for the delivery of works within the Water and Waste Directorate for the 2020/2021 financial year.**



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2. Delegates the authority to the Chief Executive Officer to determine the successful tenderer for the listed works valued under \$1m under delegation LGR88 – “Power to enter into a medium-sized contractual arrangement or large-sized contractual arrangement in accordance with a quote or tender consideration plan adopted by local government resolution” under Section 230(1) Local Government Regulation 2012 subject to the following conditions;
- All tender evaluation reports be provided to all Councillors at the same time that the Chief Executive Officer is considering the report,
  - Should any Councillor (free of any Prescribed Interest or Declarable Interest) notify the Chief Executive Officer that the matter should be escalated for Committee consideration, the Chief Executive Officer shall not exercise his delegated authority to determine the tender and shall instead arrange for the matter to be included in the agenda for the next available Water and Waste Standing Committee Meeting or Council Meeting,
  - Should the Chief Executive Officer consider that the tender evaluation gives rise to extraordinary or potentially contentious issues, the Chief Executive Officer shall not exercise his delegated authority to determine the tender and shall instead arrange for the matter to be included in the agenda for the next available Water and Waste Standing Committee Meeting or Council Meeting,
  - The Chief Executive Officer shall report outcomes of his actions to the Water and Waste Standing Committee on a monthly basis.
3. Delegates the authority to the Water and Waste Standing Committee to determine the successful tenderer for the listed works valued under \$10m under delegation LGR88 – “Power to enter into a medium-sized contractual arrangement or large-sized contractual arrangement in accordance with a quote or tender consideration plan adopted by local government resolution” under Section 230(1) Local Government Regulation 2012 subject to the following conditions;
- All tender evaluation reports be provided to all Councillors at the same time that the Water and Waste Standing Committee is considering the report,
  - Should any Councillor (free of any Prescribed Interest or Declarable Interest) notify the Chief Executive Officer that the matter should be escalated for Council consideration, the Water and Waste Standing Committee shall not exercise its delegated authority to determine the tender and shall instead request the Chief Executive Officer to arrange for the matter to be included in the agenda for the next available Council Meeting,
  - Should the Water and Waste Standing Committee resolve that the tender evaluation gives rise to extraordinary or potentially contentious issues, the Water and Waste Standing Committee shall not exercise its delegated authority to determine the tender and shall instead request the Chief Executive Officer to arrange for the matter to be included in the agenda for the next available Council Meeting.

4. Delegates the authority to the Chief Executive Officer to negotiate, execute and vary contracts determined under delegation by the Chief Executive Officer or the Water and Waste Standing Committee.

Carried

## CONFIDENTIAL REPORT

Closed under s275(1) (e) contracts proposed to be made by it.

### 5.4 Contracts for Design and Construction of Water Main Installation

#### EXECUTIVE SUMMARY

This report serves to award the successful tenderer the Design and Construction of the Clermont-Lime and East Street New 180mm Water Main Installation. The report will highlight the findings and recommend a successful tenderer for Council approval.

#### OFFICER'S RECOMMENDATION

*That the Committee recommend to Council to:*

- Award the contract for IRCQ2013-0720-758 for the Design and Construction of the Clermont-Lime and East Street New 180mm Water Main Installation for an amount of \$1,067,024.47 excluding GST to Newlands Civil Construction Pty Ltd.*
- Endorse the use of funds from project CW212861 CORP Water Mains Replacement Program.*
- Authorise the Chief Executive Officer to negotiate, execute and vary the contract as required.*

Resolution No.: W&W0267

Moved: Cr Lyn Jones

Seconded: Cr Greg Austen

That the Committee recommend to Council to:

- Award the contract for IRCQ2013-0720-758 for the Design and Construction of the Clermont-Lime and East Street New 180mm Water Main Installation for an amount of \$1,067,024.47 excluding GST to Newlands Civil Construction Pty Ltd.**
- Endorse the use of funds from project CW212861 CORP Water Mains Replacement Program.**
- Authorise the Chief Executive Officer to negotiate, execute and vary the contract as required.**

Carried

## CONFIDENTIAL REPORT

Closed under s275(1) (e) contracts proposed to be made by it.

### **5.5 Contract for Design and Construction of Middlemount Water Treatment Plant Clear Water Reservoir Roof Replacement**

#### EXECUTIVE SUMMARY

This report seeks endorsement to award of IRCT2043-0320-725 for the Middlemount Clear Water Reservoir Roof Replacement. The request for tender was issued in July 2020 through Local Buy for the design and installation of isolation pipework, replacement of the existing backwash pumps, replacement of the filter vessel actuation valves and the replacement of the roofs for both clear water tanks at Middlemount Water Treatment Plant (MMT WTP).

#### OFFICER'S RECOMMENDATION

*That the Committee recommend to Council to:*

- 1. Award IRCT2043-0320-725 "Middlemount Clear Water Reservoir Roof Replacement" to Roebucks Civil Pty Ltd for the sum of \$369,478.70 excluding GST.*
- 2. Authorise the Chief Executive Officer to negotiate, execute and vary the contract as required.*

Resolution No.: W&W0268

Moved: Cr Lyn Jones

Seconded: Cr Greg Austen

That the Committee recommend to Council to:

- 1. Award IRCT2043-0320-725 "Middlemount Clear Water Reservoir Roof Replacement" to Roebucks Civil Pty Ltd for the sum of \$369,478.70 excluding GST.**
- 2. Authorise the Chief Executive Officer to negotiate, execute and vary the contract as required.**

**Carried**

## CONFIDENTIAL REPORT

Closed under s275 (1) (e) contracts proposed to be made by it.

### **5.6 Contract Award for Transport and Recycling of Stockpiled Concrete**

#### EXECUTIVE SUMMARY

This Report seeks to award the contract for the transport and recycling of stockpiled concrete from Dysart Waste Management Facility.

## OFFICER'S RECOMMENDATION

*That the Committee recommends to Council to:*

- 1. Award the contract for IRCT2083-0820-199 Transport and Recycling of Stockpiled Concrete to AJK Contracting for an estimated contract sum of \$394,940, subject to confirmation by Department of Environment and Science that the project continues to meet the eligibility criteria for the Regional Recycling Transport Assistance Package (RRTAP) funding.*
- 2. Note the funding of \$250,000 from Regional Recycling Transport Assistance Program (RRTAP) and approved Waste Services operational budget 3004-AAA, Dysart Landfill.*
- 3. Authorise the Chief Executive Officer to negotiate, execute and vary the contract as required.*

**Resolution No.: W&W0269**

**Moved: Cr Lyn Jones**

**Seconded: Cr Greg Austen**

**That the Committee recommends to Council to:**

- 1. Award the contract for IRCT2083-0820-199 Transport and Recycling of Stockpiled Concrete to AJK Contracting for an estimated contract sum of \$394,940, subject to confirmation by Department of Environment and Science that the project continues to meet the eligibility criteria for the Regional Recycling Transport Assistance Package (RRTAP) funding.**
- 2. Note the funding of \$250,000 from Regional Recycling Transport Assistance Program (RRTAP) and approved Waste Services operational budget 3004-AAA, Dysart Landfill.**
- 3. Authorise the Chief Executive Officer to negotiate, execute and vary the contract as required.**

**Carried**

## 6. INFORMATION BULLETIN REPORTS

### 6.1 Water and Waste Information Bulletin – October 2020

#### EXECUTIVE SUMMARY

The Water and Waste Directorate Information Bulletin for October 2020 is provided for Committee review.

#### OFFICER'S RECOMMENDATION

**That the Committee:**

- 1. Note the Water and Waste Directorate Information Bulletin for October 2020.**

# MEETING MINUTES

**Resolution No.: W&W0270**

**Moved: Cr Lyn Jones**

**Seconded: Cr Greg Austen**

**That the Committee:**

- Note the Water and Waste Directorate Information Bulletin for October 2020.**

**Carried**

## 7. GENERAL BUSINESS

No general business this meeting.

## 8. CONCLUSION

There being no further business, the Chair declared the meeting closed at 2.12pm.

These minutes were confirmed by the Committee at the Water and Waste Standing Committee Meeting held in Moranbah on Wednesday 4 November 2020.

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CHAIR

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DATE