



MINUTES OF

TENTERFIELD SHIRE COUNCIL

WORKS & SERVICES COMMITTEE

MEETING

WEDNESDAY 14 FEBRUARY 2024

Minutes of the **Tenterfield Shire Council - Works & Services Committee Meeting** of Tenterfield Shire held at the Timbarra Room, 247 Rouse Street, Tenterfield on **Wednesday 14 February 2024 commencing at 2.30 pm**

ATTENDANCE

Councillor Peter Petty (Chair)
Councillor John Macnish
Councillor Bronwyn Petrie

ALSO IN ATTENDANCE

Director of Infrastructure (Fiona Keneally)
Manager Works (James Paynter)

Clause 254(b) of the Local Government (General) Regulation 2005 requires that the names of the mover and seconder of the motion or amendment are recorded and shown in the Minutes of the meeting.

ACKNOWLEDGEMENT OF COUNTRY

"Tenterfield Shire Council would like to acknowledge the Ngarabal people, the traditional custodians of this land that we are meeting on today, and also pay our respect to the Jukembal, Bundjalung, Kamilaroi, Githabul and Wahlubul people of our Shire, and extend our respect to all people."

DISCLOSURE OF INTERESTS

That councillors now disclose any interests and reasons for declaring such interest in the matters under consideration by Council at this meeting.

Name	Type	Item

APOLOGIES

- 1/24 **Resolved** that an apology from Cr Tim Bonner be accepted.
(John Macnish/Peter Petty)
Motion Carried

(ITEM MIN2/24) CONFIRMATION OF PREVIOUS MINUTES

- 2/24 **Resolved** that the Minutes of the following Meeting of Tenterfield Shire Council – Works & Services Committee:
- Works & Services Committee Meeting – 6 January 2024
- As typed and circulated, be confirmed and signed as a true record of the proceedings of these meetings.
- (Peter Petty/John Macnish)
Motion Carried

(ITEM COM1/24) COUNCIL WORKS PROGRAM UPDATE

SUMMARY

The purpose of this report is to update Council of Council's Works Program and implications of timing of projects.

- 3/24 **Resolved** that the Works & Services Committee recommend the Works Program and supports the ongoing cohesion and utilisation of staff, Council resources and contract resources to fulfil internal and externally funded budgets.
(John Macnish/Peter Petty)
Motion Carried

Noted – that some DRFA applications have been moderated and council is submitting further information.

**(ITEM ECO1/24) REQUEST FOR QUOTATION - RFQ07-23/24
BITUMINOUS SURFACING**

SUMMARY

The purpose of this Report is to provide Council with a report and recommendation on the tender evaluation associated with the provision of Bituminous Surfacing (Asphalt) Request for Quotation RFQ 07-23/24.

4/24

Resolved accept the offer of Brisbane Asphalt (RPQ Asphalt Pty Ltd) for the provision of bituminous asphalt surfacing.

(Peter Petty/John Macnish)

Motion Carried

(ITEM RC4/24) BUDGET CALCULATION INFORMATION

SUMMARY

The purpose of this report is to provide budget information to the Works & Services Committee to make informed decisions about maintenance, capital and grant funding budgets direction and plant replacements.

5/24

Resolved that the Works & Services Committee acknowledge how budgets are calculated and support plant replacements if Council funding can support these budgets.

(John Macnish/Peter Petty)

Motion Carried

Noted – staff advised how Council tailors expenditure components of a project to the relevant eligible sources of funding.

CONFIDENTIAL MATTERS FOR CONSIDERATION IN CLOSED PART OF MEETING

6/24

Resolved that:-

- a) the meeting be closed to the public and members of the press because of the need for confidentiality, privilege or security, as specified below and provided for under Section 10A(2) of the Local Government Act, 1993; and
- b) the Agenda and associated correspondence, unless specified are not to be released to the Public as they relate to a matter of either personal hardship, personal matters, trade secrets or matters which cannot be lawfully disclosed.

(Peter Petty/John Macnish)

Motion Carried

Fiona Keneally – Director Infrastructure declared a conflict of interest which was accepted, Fiona remained in the meeting.

The meeting moved into Closed Committee.

(ITEM ECO2/24) PROFESSIONAL SERVICES TENDER RFT 05-23/24

That above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 10A(2) (c) of the Local Government Act, 1993, as the matter involves information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

SUMMARY

The purpose of this report is to provide Council with a report on the tender submission associated with the Professional Services - Tender 05-23/24 and recommend the list of preferred suppliers.

7/24

Resolved accept all submitted tenders as a panel of preferred suppliers for the provision of Professional Services until 31 January 2026.

(Peter Petty/John Macnish)

Motion Carried

RESUMPTION OF STANDING ORDERS

8/24

Resolved that Standing Orders be resumed.

(John Macnish/Peter Petty)

Motion Carried

The meeting moved out of Closed Committee.

In accordance with Section 253 of Local Government Regulations (General) 2005, the Chair read the resolution as resolved whilst in Closed Committee

There being no further business the Chair declared the meeting closed at 3.30 p.m.

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Councillor Peter Petty
Chair