

# LONGREACH REGIONAL COUNCIL ORDINARY MEETING AGENDA

**Thursday 16 June 2022**

*Civic Centre, 96a Eagle Street, Longreach*

## LATE ITEMS

**15. Late Items**

- 15.1 Assessment of the Request for Quotation Responses for Hire of Labourer and Plant Operators; Grader Crews; Graders; Water Tankers and Rollers.....1
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## 10. LATE ITEMS

### 15.1 - Assessment of the Request for Quotation Responses for Hire of Labourer and Plant Operators; Grader Crews; Graders; Water Tankers and Rollers.

#### 15. LATE ITEMS

#### 15.1 Assessment of the Request for Quotation Responses for Hire of Labourer and Plant Operators; Grader Crews; Graders; Water Tankers and Rollers.

File Ref:

Council to consider the Assessment of the Request for Quotation for Hire of Labourer and Plant Operators; Grader Crews; Graders; Water Tankers and Rollers for the restoration of flood damaged roads under the 2022-23 Disaster Recovery Funding Arrangements (DRFA).

#### Council Action

Deliver

#### Applicable Legislation

*Local Government Act 2009;*

*Local Government Regulation 2012*

#### Policy Considerations

01-01 Procurement Policy

01-16 Project Decision Framework Group Policy

10-01 Quality Assurance Policy

10-02 Workplace Health and Safety Policy

#### Corporate and Operational Plan Considerations

INFRASTRUCTURE: CIVIL CONSTRUCTION/MAINTENANCE OPS - FLOOD DAMAGE DRFA			
Link to Corporate Plan	Activity	Key Performance Indicators	Operational Targets
1.3.1 4.2.2 4.4.1	Identify flood damaged roads as soon as possible. Notify and submit claim to Queensland Reconstruction Authority (QRA) as soon as possible.	Complete the approved Disaster Recovery Funding Arrangements (DRFA) repair program.	100% completion of all works to QRA standards, by 30 June 2023.
1.3.1 4.2.2 4.4.1	Identify flood damaged roads as soon as possible via DRFA	Submit applications for approval to carry out flood damage works if Councils trigger levels are met	Application completed and submitted on time.
INFRASTRUCTURE: CIVIL CONSTRUCTION/MAINTENANCE OPS - RURAL ROADS			
Link to Corporate Plan	Activity	Key Performance Indicators	Operational Targets
1.2.4 4.2.1 4.2.2	Identify, schedule and implement improvements to Rural Road network.	Work through the short, medium & long term recommendations as per Transport Plan.	All risk areas are identified and prioritised for rectification works within the allocated budget for the financial year.

#### Budget Considerations

Funded by Queensland Reconstruction Authority (QRA).

#### Previous Council Resolutions related to this Matter

## 10. LATE ITEMS

### 15.1 - Assessment of the Request for Quotation Responses for Hire of Labourer and Plant Operators; Grader Crews; Graders; Water Tankers and Rollers.

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Nil

#### **Officer Comment**

*Responsible Officer/s:* Roger Naidoo, Director of Infrastructure Services

#### **Background:**

In December 2020 Longreach Regional Council Area experienced a major wet-weather event. This event caused substantial damage to Central Western Queensland's road infrastructure and was declared as a Flood event...

As a result of this damage, Longreach Regional Council's trigger point was reached and a submission for funding was sent to QRA and was approved. Part of the conditions of the Funding Agreement requires LRC to complete all restoration works by 30 June 2023. In order to meet this requirement, LRC requires additional Operators, Labourers and Plant.

LRC has Tendered out a number of packages to assist Council in completing this work on time.

#### **Issue:**

Council will be unable to complete all work by the Contract Agreement date of 30 June 2023.

#### **Risk Management Factors:**

This matter has been assessed using Council's Risk Matrix to decide the likelihood and consequence of any risk to Council:

Likelihood: Unlikely  
Consequence: Moderate  
Rating: M2

#### **Environmental Management Factors:**

Climate change and changing weather patterns.

#### **Other Comments:**

Evaluation Panel Recommendations

#### Hire of Operators and Labourers:

Recommendation is to accept the Quotation of Rayner's Crane Hire for the hire of 5 Operators/Labourers for the amount of \$770,000.00 excl. GST; and

Accept the Quotation of Moore Civils for 3 Operators/Labourers for an amount of 363,000.00 excl GST.

#### Hire of a Grader Crew:

Recommendation is to accept the Quotation of Rayner's Crane Hire for the hire of 1 Grader Crew for the amount of \$968,000.00 excl. GST; and

Accept the Quotation of Oma Contracting for the hire of 1 Grader Crew for the amount of \$935,000.00 excl. GST; and

Accept the Quotation of Moore Civils for the Hire of 1 Grader Crew for the amount of \$924,000.00 excl GST.

## 10. LATE ITEMS

### 15.1 - Assessment of the Request for Quotation Responses for Hire of Labourer and Plant Operators; Grader Crews; Graders; Water Tankers and Rollers.

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#### Dry Hire of Graders

Recommendation is to accept the Quotation of Hasting Deering for the hire of 4 Graders for the amount of \$661,700.00 excl. GST.

#### Hire of Water Tankers

Recommendation is to accept the Quotation of Rayner's Crane Hire for the hire of 4 Water Tankers for the amount of \$1,232,000.00 excl. GST; and

Accept the Quotation of G D Ballard Investments PTY Ltd for the hire of 1 Water Tanker for the amount of \$330,000.00 excl. GST; and

Accept the Quotation of Moore Civils for the Hire of 3 Water Tankers for the amount of \$924,000.00 excl GST.

#### Dry Hire of Multi-tyre Rollers

Recommendation is to accept the Quotation of Rayner's Crane Hire for the hire of 2 Multi-tyre Rollers for the amount of \$217,800.00 excl. GST; and

Accept the Quotation of Flexihire for the hire of 4 Multi-tyre Rollers for the amount of \$277,181.20 excl. GST; and

Accept the Quotation of Moore Civils for the Hire of 3 Multi-tyre Rollers for the amount of \$330,000.00 excl GST.

#### **Appendices**

1. Assessment of RFQ for the Hire of Operators and Labourers
2. Assessment of RFQ for the Hire of Grader Crews
3. Assessment of RFQ for the Dry Hire of Graders
4. Assessment of RFQ for the Hire of Water Tankers
5. Assessment of RFQ for the Hire of Multi-tyre Rollers

#### ***Recommendation:***

*That Council accepts the Recommendations as set out below:*

#### *Hire of Operators and Labourers:*

*Recommendation is to accept the Quotation of Rayner's Crane Hire for the hire of 5 Operators/Labourers for the amount of \$770,000.00 excl. GST; and*

*Accept the Quotation of Moore Civils for 3 Operators/Labourers for an amount of 363,000.00 excl GST.*

#### *Hire of a Grader Crew:*

*Recommendation is to accept the Quotation of Rayner's Crane Hire for the hire of 1 Grader Crew for the amount of \$968,000.00 excl. GST; and*

*Accept the Quotation of Oma Contracting for the hire of 1 Grader Crew for the amount of \$935,000.00 excl. GST; and*

*Accept the Quotation of Moore Civils for the Hire of 1 Grader Crew for the amount of \$924,000.00 excl GST.*

#### *Dry Hire of Graders*

*Recommendation is to accept the Quotation of Hasting Deering for the hire of 4*

## 10. LATE ITEMS

### 15.1 - Assessment of the Request for Quotation Responses for Hire of Labourer and Plant Operators; Grader Crews; Graders; Water Tankers and Rollers.

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*Graders for the amount of \$661,700.00 excl. GST.*

*Hire of Water Tankers*

*Recommendation is to accept the Quotation of Rayner's Crane Hire for the hire of 4 Water Tankers for the amount of \$1,232,000.00 excl. GST; and*

*Accept the Quotation of G D Ballard Investments PTY Ltd for the hire of 1 Water Tanker for the amount of \$330,000.00 excl. GST; and*

*Accept the Quotation of Moore Civils for the Hire of 3 Water Tankers for the amount of \$924,000.00 excl GST.*

*Dry Hire of Multi-tyre Rollers*

*Recommendation is to accept the Quotation of Rayner's Crane Hire for the hire of 2 Multi-tyre Rollers for the amount of \$217,800.00 excl. GST; and*

*Accept the Quotation of Flexihire for the hire of 4 Multi-tyre Rollers for the amount of \$277,181.20 excl. GST; and*

*Accept the Quotation of Moore Civils for the Hire of 3 Multi-tyre Rollers for the amount of \$330,000.00 excl GST.*



**VP308416 Labourers Roller Operator**

Procurement method was (VendorPanel, Email, Verbal, QTender)  
 Invitations Sent: (Number sent)

Vendor Panel  
 3

Evaluation Matrix - Score Weightings out of 5 \*

Supplier (Business Name)	Local Supplier	Base price	Camp Rate	Travel	Total Price / Labourer	Standown	Price for total Contract	Price	Methodology	Experience	Total	Comments - include relevant details to support scoring
	Y/N	Hourly Rate	Per Night	Per KM	Per Labourer	Per Day/person	eg One year cost	25%	25%	50%		
Rayner's Crane & Plant Hire (6)	Y						\$ 770,000.00	4	5	5	95.00%	
Moore Civil & Plant Hire Pty Ltd (3)	Y						\$ 363,000.00	5	4	5	95.00%	

\* Suggested only. Additional criteria and different weighting can be applied by the evaluation panel.

\*\* add 10% to non-local quotes before comparing pricing.

I declare that I have no conflict of interest in relation to this procurement evaluation.  
 Recommendation is to accept the quotation from 5 x Rayner's Crane Hire, 3 x Moore Civil for Rayner's Crane Hire \$770,000.00 Moore Civil \$363,000.00 exc GST for DRFA Labourers Roller Operator.

Panel Member 1: Guy Gooliman MOW 10/06/2022

Signed by:

Panel Member 2: Daryl Milligan Construction Supervisor 10/06/2022

Signed by:

Panel Member 3: Carolyn Doyle Admin. Manager 10/06/2022

Signed by:

Panel Member 4: Morgan Bell WHS Advisor 10/06/2022

Signed by:

Approved by: Roger Naidoo DIS 10/06/2022

Signed by:

Evaluation Structure	
Criteria	Explanation Example
Price	5 = Lowest Price
	4 = 2nd Cheapest
	3 = 3rd Cheapest
	2 = 4th Cheapest
	1 = 5th Cheapest
Methodology	5 = Very Reliable supplier high standard of crew worked with LRC on numerous occasions
	4 = Reliable supplier good crew reliability worked previously with LRC
	3 = Supplied labourers previously some issues with reliability
	2 = No previous work with LRC. Have not previously supplied labourers
	1 = Previous issues with Supplier and labourers
Experience	5 = Have worked with the company in the last 3 months, Local base camp and staff; know LRC Projects
	4 = Have worked with the company in the last 6 months, Local staff, some knowledge of LRC Projects
	3 = Have worked with the company in last 12 months, Staff not local, minimal knowledge of LRC Projects
	2 = Have not worked with them, but they are a nationally run business
	1 = Have not worked with them, but other Councils have



**VP308417 Wet Hire Grader Crews**  
 Procurement method was (VendorPanel, Email, Verbal, QTender)  
 Invitations Sent: (Number sent)

Vendor Panel  
23

Supplier (Business Name)	Local Supplier	Base price Daily rate/ unit rate	Travel Per KM	Camp Rate Per Night	Stand Down Daily rate/unit rate	Price per crew per crew	Price for total Contract eg One year cost	Price	Methodology	Experience	Evaluation Matrix - Score Weightings out of 5*		Comments - Include relevant details to support scoring
											Total	Weighting	
Rayner's Crane & Plant Hire (1)	Y					\$ 968,000.00	2	5	5	5	85.00%		
G & D Ballard Investments Pty Ltd	Y						4	4	4	4	80.00%		
Oma Contracting	Y					\$ 935,000.00	3	5	5	5	90.00%		
Moore Civil & Plant Hire Pty Ltd (1)	Y					\$ 924,000.00	5	4	5	5	95.00%		

\* Suggested only. Additional criteria and different weighting can be applied by the evaluation panel.  
 \*\* add 10% to non-local events before comparing pricing.

I declare that I have no conflict of interest in relation to this procurement evaluation.  
 Recommendation is to accept the quotation from 1 x Crew Rayner's Crane Hire, 1 x Crew Oma Contracting, 1 x Crew Moore Civil for Rayners Crane Hire \$968,000.00, Oma Contracting \$935,000.00 and Moore Civil \$924,000.00 exc GST for DRFA 2022-2023 Grader Crew.

Panel Member 1: Guy Goodman 10/06/2022

Signed by:

Panel Member 2: Daryl Milligan 10/06/2022

Signed by:

Panel Member 3: Carolyn Doyle 10/06/2022

Signed by:

Panel Member 4: Morgan Bell WHS Advisor 10/06/2022

Signed by:

Approved by: Roger Naidoo 10/06/2022

Signed by:

Evaluation Structure	
Criteria	Explanation Example
Price	5 = Lowest Price
	4 = 2nd Cheapest
	3 = 3rd Cheapest
	2 = 4th Cheapest
	1 = 5th Cheapest
Methodology	5 = Most flexible with delivery days less than a weeks notice, available to service plant and plant size what is required high standard of crew reliability 4 = Only flexible with days with 1 weeks notice, Available to service plant, plant size what is required. Good crew reliability
	3 = Only flexible with days with 2 weeks notice, available to service plant with 1 weeks notice. Plant size varies. Crew reliable
	2 = Only flexible with days with 3 weeks notice, service notice 2 weeks plant size varies. Have no previously experience with crew
	1 = Not flexible with delivery, notice of 4 weeks required for servicing, plant size not suitable, previous issues with crew reliability
	5 = Have worked with the company in the last 3 months, Local base camp and staff; know LRC Projects
Experience	4 = Have worked with the company in the last 6 months, Local staff, some knowledge of LRC Projects
	3 = Have worked with the company in last 12 months, Staff not local, minimal knowledge of LRC Projects
	2 = Have not worked with them, but they are a nationally run business
	1 = Have not worked with them, but other Councils have



VP308342 Dry Hire Grader (4)  
 Procurement method was (VendorPanel, Email, Verbal, Q/Answer)  
 Invitations Sent: (Number sent) 20

Evaluation Matrix - Score Weights out of 5*												
Supplier	Local Supplier	Base price	Delivery	Monthly	Stand Down	Price per Grader Inc of Mob and Dumb	Price for total Contract	Price	Methodology	Experience	Total	Comments - include relevant details to support scoring
(Business Name)	Y/N	Daily rate/unit rate	Rate/Mob/unit	Per Month	Daily rate/unit rate	Per Grader Inc of Mob and Dumb	One year cost	50%	25%	25%		
Brooks Hire (4)	N							3	4	2	60.00%	
Hastling Deering (2)	N						\$ 337,780.00	4	5	5	90.00%	
Hastling Deering (2)	N						\$ 323,920.00	5	5	5	100.00%	
Moore Civil & Plant Hire Pty Ltd (1)	Y							2	5	5	70.00%	

\* Suggestive only. Additional criteria and different weighting can be applied by the evaluation panel.  
 \*\* Add 10% to all unit rates before comparing pricing.

I declare that I have no conflict of interest in relation to this procurement evaluation. Recommendation is to accept the quotation from Hastling Deering for \$661,700.00 exc GST for DRFA 2022-2023 Dry Hire Grader.

Panel Member 1: Guy Goodman MOVA 10/06/2022  
 Signed by:

Panel Member 2: Rod Wiggley Works Supervisor 10/06/2022  
 Signed by:

Panel Member 3: Carolyn Doyle Admin. Manager 10/06/2022  
 Signed by:

Panel Member 4: Morgan Bell WHS Advisor 10/06/2022  
 Signed by:

Approved by: Roger Naldrop DIS 10/06/2022  
 Signed by:

Evaluation Structure	
Criteria	Explanation
Price	5 = Lowest Price
	4 = 2nd Cheapest
	3 = 3rd Cheapest
	2 = 4th Cheapest
	1 = 5th Cheapest
	Lowest cost is the highest rated; all other quotes will be scaled from there

Evaluation Structure	
Criteria	Explanation
Methodology	5 = Most flexible with delivery days less than a weeks notice, available to service plant and plant size what is required
	4 = Only flexible with days with 1 weeks notice, Available to service plant, plant size what is required.
	3 = Only flexible with days with 2 weeks notice, available to service plant with 1 weeks notice. Plant size varies.
	2 = Only flexible with days with 3 weeks notice, service notice 2 weeks plant size varies.
	1 = Not flexible with delivery, notice of 4 weeks required for servicing, plant size not suitable
	Flexible with delivery days/times. Availability to service plant. Condition and size of plant required.

Evaluation Structure	
Criteria	Explanation
Experience	5 = Have worked with the company in the last 3 months, experienced in LRC Projects
	4 = Have worked with the company in the last 6 months, knowledge of LRC Projects
	3 = Have worked with the company in last 12 months, minimal knowledge of LRC Projects
	2 = Have not worked with company, but they are a nationally run business.
	1 = Have not worked with company, but other Councils have
	Have worked on LRC roads, know the area and the projects





**VP308414 Water Tankers Wet Hire (8)**

Procurement method was (VendorPanel, Email, Verbal, QTender)  
 Invitations Sent: (Number sent)

Vendor Panel  
 21

Supplier (Business Name)	Local Supplier	Base price Daily rate/ unit rate	Delivery Rate	Camp Rate Per Night	Travel Per KM	Stand Down Daily rate/unit rate	Price per tanker per tanker	Price for total Contract eg One year cost	Price 25%	Methodology 25%	Experience 50%	Evaluation Matrix - Score Weightings out of 5 *		Comments - Include relevant details to support scoring
												Total	Weighting	
Rayner's Crane & Plant Hire	Y							\$ 1,232,000.00	5	5	5	5	100.00%	
G & D Ballard Investments Pty Ltd	Y							\$ 330,000.00	4	5	5	5	95.00%	
Moore Civil & Plant Hire Pty Ltd	Y							\$ 924,000.00	5	4	5	5	95.00%	

\* Suggested only. Additional criteria and different weightings can be applied by the evaluation panel.  
 \*\* add 10% to ego local quotes before comparing pricing.

I declare that I have no conflict of interest in relation to this procurement evaluation.  
 Recommendation is to accept the quotation from 4 x Rayner's Crane Hire, 1 x G & D Ballard Investments Pty Ltd, 3 x Moore Civil & Plant Hire Pty Ltd for Rayner's Crane & Plant Hire \$1,232,000.00, G & D Ballard Investments Pty Ltd \$330,000.00, 3 x Moore Civil & Plant Hire Pty Ltd \$924,000.00exc GST work being quoted).

Panel Member 1: G. Goodhan MPW 10/06/2022

Signed by:

Panel Member 2: Daryl Milligan 10/06/2022  
 LRC Construction Supervisor

Signed by:

Panel Member 3: Carolyn Boyle 10/06/2022  
 Admin. Manager

Signed by:

Panel Member 4: Morgan Bell 10/06/2022  
 WHS Advisor

Signed by:

Approved by: Roger Njido 10/06/2022  
 DIS

Signed by:

Criteria	Explanation	Example
Price	Lowest cost is the highest rated; all other quotes will be scaled from there	5 = Lowest Price
		4 = 2nd Cheapest
		3 = 3rd Cheapest
		2 = 4th Cheapest
		1 = 5th Cheapest
Methodology	Flexible with delivery days/times. Availability to service plant. Condition and size of plant required.	5 = Most flexible with delivery days less than a weeks notice, available to service plant and plant size what is required Very reliable crew
		4 = Only flexible with days with 1 weeks notice, Available to service plant, plant size what is required Good reliable crew
		3 = Only Flexible with days with 2 weeks notice, available to service plant with 1 weeks notice. Plant size varies reliable crew
		2 = Only flexible with days with 3 weeks notice, service notice 2 weeks plant size varies some issues with crew
		1 = Not flexible with delivery, notice of 4 weeks required for servicing, plant size not suitable crew not reliable
Experience	Have worked on LRC roads, has a local base camp and staff, know the area and the projects	5 = Have worked with the company in the last 3 months, Local base camp and staff, know LRC Projects
		4 = Have worked with the company in the last 6 months, Local staff, some knowledge of LRC Projects
		3 = Have worked with the company in last 12 months, Staff not local, minimal knowledge of LRC Projects
		2 = Have not worked with them, but they are a nationally run business
		1 = Have not worked with them, but other Councils have



VP308500 Dry Hire Multi Tyre Rollers (9)

Procurement method was (Vendor/Paint, Email, Verbal, Offered)  
Invitations Sent: (Number sent)

Vendor Panel  
19

Supplier	Local Supplier	Base price	Delivery	Monthly	Stand Down	Price per Roller	Price for total Contract	Price	Methodology	Experience	Total	Comments - include relevant details to support scoring
(Business Name)	Y/N	Daily rate/ unit rate	Rate/Mob/ unit	Per Month	Daily rate/unit rate	Per Roller for of Mob and Demob	eg One year cost	25%	25%	50%		
Brooks Hire (9)	N							6	4	2	55.00%	
Flexihire (2)	Y						\$ 132,590.60	7	5	5	97.50%	
Flexihire (2)	Y						\$ 144,590.60	5	5	5	87.50%	
Hawlings Dredging (9)	N							8	4	2	60.00%	
Moore Civil & Plant Hire Pty Ltd (3)	Y						\$ 330,000.00	3	5	5	82.50%	
Rayner's Crane Hire (4)	Y							4	5	5	85.00%	
Rollers (9)	N							10	3	3	70.00%	
Turt Bryant (9)	N							9	3	2	57.50%	

\*\* 5% approval only. All quoted prices and different weighting can be applied by the evaluation panel.  
\*\*\* add 50% to non local quotes before comparing prices.

I declare that I have no conflict of interest in relation to this procurement evaluation.  
Recommendation is to accept the quotation from 4 x Rollers Flexihire, 3 x Rollers Moore Civil and 2 x Rollers Rayner's Crane Hire for Flexihire \$277,181.20 Moore Civil \$330,000.00 Rayner's Crane Hire \$317,800 exc GST for DRFA 2022-2023 Multi Tyre Roller Dry Hire

Panel Member 1:  
Gavin Ryan  
MOA  
10/06/2022  
Signed by:

Panel Member 2:  
Darryl Milligan  
Construction Supervisor  
10/06/2022  
Signed by:

Panel Member 3:  
Carolyn Doyle  
Admin. Manager  
10/06/2022  
Signed by:

Panel Member 4:  
Morgan Bell  
WHS Advisor  
10/06/2022  
Signed by:

Approved by:  
Roger Naidoo  
DIS  
10/06/2022  
Signed by:

Criteria	Explanation	Example
Price	Lowest cost is the highest rated; all other quotes will be scaled from there	10 = Lowest Price 9 = 2nd Cheapest 8 = 3rd Cheapest 7 = 4th Cheapest 6 = 5th Cheapest 5 = 6th Cheapest 4 = 7th Cheapest 3 = 8th Cheapest 2 = 9th Cheapest 1 = Dearest

Criteria	Explanation	Example
Methodology	Flexible with delivery days/times. Availability to service plant. Condition and size of plant required	5 = Most flexible with delivery days less than a weeks notice, available to service plant and plant size what is required 4 = Only flexible with days with 1 weeks notice, Available to service plant, plant size what is required. 3 = Only flexible with days with 2 weeks notice, available to service plant with 1 weeks notice. Plant size varies. 2 = Only flexible with days with 3 weeks notice, service notice 2 weeks plant size varies. 1 = Not flexible with delivery, notice of 4 weeks required for servicing, plant size not suitable

Criteria	Explanation	Example
Experience	Have worked on LRC roads, know the area and the projects	5 = Have worked with the company on the hire of rollers in the last 3 months, experienced in LRC Projects 4 = Have worked with the company on the hire of rollers in the last 6 months, Knowledge of LRC Projects 3 = Have worked with the company in last 12 months hiring rollers, minimal knowledge of LRC Projects 2 = Have not worked with company for hire of rollers, but they are a nationally run business 1 = Have not worked with company, but other Councils have hired rollers

**15. LATE ITEMS**  
**15.2 - Appointment of Chief Executive Officer**

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**2.2 Appointment of Chief Executive Officer**

File Ref:

Endorsement of the appointment of Mr Dirk Dowling to the role of Chief Executive Officer.

**Council Action**

Recognise

**Applicable Legislation**

*Local Government Act 2009*

*Local Government Regulation 2012*

**Policy Considerations**

Nil

**Corporate and Operational Plan Considerations**

GOVERNANCE: HUMAN RESOURCES			
Link to Corporate Plan	Activity	Key Performance Indicators	Operational Targets
2.1.9	Continue to advocate the Workplace of Choice Policy and commit to provide a workplace that attracts superior employees.	A range of workplace initiatives based on Workplace of Choice Policy and Management Directives.	Workplace Initiatives: <ul style="list-style-type: none"><li>• Big Day In</li><li>• Immunisation Program</li><li>• Employee Excellence Awards</li><li>• Recognition of Service Awards</li></ul> 80% retention rate by June 2022

**Budget Considerations**

As per contract negotiations.

**Previous Council Resolutions related to this Matter**

*(Res-2022-04-108)*

*Moved Cr Emslie seconded Cr Nunn*

*That Council:*

- 1. provide the Mayor (with the assistance of the Acting Chief Executive Officer) delegated authority to oversee the Chief Executive Officer recruitment and selection process in consultation with councillors; and*
- 2. consider a short list of interviewed candidates and subsequently appoint a suitably qualified person to fulfil the role of Chief Executive Officer.*

**Officer Comment**

**Responsible Officer/s:** *Scott Mason, Acting Chief Executive Officer*

**Background:**

## 15. LATE ITEMS

### 15.2 - Appointment of Chief Executive Officer

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Council delegated authority to the Mayor, in its April Ordinary Meeting, to recruit and select a Chief Executive Officer. Council utilised the services of recruitment specialists Peak to undertake the recruitment process.

**Issue:**

A full summary of the robust process is available in the attached report, although the key milestones were:

- Advertising campaign began 1 April 2022, concluded 4 May 2022;
- The panel shortlisted 10 applicants;
- Four candidates were taken through to first stage interview;
- Two candidates were selected for second stage interview;
- Mr Dowling was identified as preferred candidate following the second stage interview;
- Comprehensive vetting undertaken which included reference checks, psychological testing and other standard background checks; and,
- Contract negotiations with Mr Dowling were finalised on Friday 3 June, with a contract start date of Monday 4 July agreed.

**Risk Management Factors:**

This matter has been assessed using Council's Risk Matrix to decide the likelihood and consequence of any risk to Council:

Likelihood: Unlikely  
Consequence: Minor  
Rating: Low, 4/25

**Environmental Management Factors:**

Nil

**Other Comments:**

Nil

**Appendices**

1. Report on the CEO recruitment process

**Recommendation:**

*That Council endorse the appointment of Mr Dirk Dowling to the role of Chief Executive Officer, effective Monday 4 July 2022.*



### Longreach Regional Council

#### CEO Recruitment Report

Peak Services was engaged to support the CEO recruitment campaign along with the Mayor, Deputy Mayor, acting CEO and an external panel member. The job and campaign were created on the 1<sup>st</sup> of April 2022 and the candidates had until the 4<sup>th</sup> May to apply.

There were 220 views on the career portal (applicants clicked through to the position description) and 10 applications were received after a significant national campaign via Seek, LGAQ and LG Jobs Directory websites. Peaks Services and LGAQ also profiled this role on LinkedIn and Facebook through their social media systems. This campaign was viewed by over 20,000 job seekers.

These 10 applicants were presented as part of an initial longlist and through a round table council review, it was agreed four candidates were to be interviewed in a first round and these interviews took place via video conference, due to travel restrictions and expense. Two candidates were identified as being of interest to the panel after these meetings and were invited to community, but one withdrew their interest before final interview occurred.

After travelling to Longreach and meeting with available member of the council and attending a second interview with the panel. Dirk Dowling was identified as being the preferred candidate after this round of interviews. He presented as a genuine, energetic, and passionate candidate whose technical ability and deep knowledge of local government was evident in the answers he gave to competency-based questions. These questions covered areas of leadership and management, finance and governance, project management, councillor relationships, external funding management and economic development. Questions were also asked in the interview which were of a result of psychological testing to sense check Dirk's ability to interact with teams and community.

Before offered a written contract, Dirk was reference checked with his former Mayor at West Coast Council, a former Direct report, and the CEO of the Local Government Association of Tasmania. These reference checks also referred also to questions which were produced by psychological assessment.

Dirk Dowling references confirmed his achievements and leadership style. A recurring theme was Dirk has left council in a much better position that he found it in and his work in future proofing the council is a legacy well recognised.

Dirk has cleared criminal, bankruptcy and fraud checks and it has been confirmed that he was awarded at Bachelor of Laws from University of Queensland in 1999

The Peak Services Consultant observed a robust process which resulted in a suitably qualified candidate recommended to Council for appointment.

**For any further enquires, Celia Jones, Director Recruitment, Peak Services can be contacted on 0409 119 561**

**15. LATE ITEMS**  
**15.3 - Public Expression of Interest - Executive Housing**

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**Public Expression of Interest - Executive Housing**

File Ref:

Consideration to invite Expression of Interest (EOI) from suitably qualified providers for the construction of a new Executive House in accordance with section 228 of the *Local Government Regulations 2012* and subsequent procurement activities.

**Council Action**

Deliver

**Applicable Legislation**

*Local Government Act 2009*

*Local Government Regulations 2012*

**Policy Considerations**

01-01 *Procurement Policy*

01-03 *Asset and Services Management Policy*

01-11 *Enterprise Risk Management Policy*

01-16 *Project Decision Policy*

**Corporate and Operational Plan Considerations**

Corporate Plan	Strategy Area
2.1.9	Recognise and promote the importance of Longreach Regional Council as a major employer.
3.4.1	Implement strategies to minimise the environmental impact of Council's operations and facilities.
4.2.1	Maintain, replace and develop new Council infrastructure assets as needed in a fiscally-responsible manner.
4.2.2	Ensure all Council activities deliver value-for-money for the communities of the Longreach Region
4.2.3	Actively manage the long-term financial plan in a fiscally responsible manner.

CORPORATE SERVICES			
Link to Corporate Plan	Activity	Key Performance Indicators	Operational Targets
4.2.2	Responsible management of Stores / Procurement operations.	Procurement activity undertaken in line with legislative requirements to achieve best value for money for the community. Monthly stores stock takes undertaken to effectively manage inventory.	95% of procurement activities audited are compliant with Council's policy and management directives. Annual Stores inventory write-off less than \$15,000.

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CORPORATE SERVICES			
Link to Corporate Plan	Activity	Key Performance Indicators	Operational Targets
4.2.3	Actively manage the long-term financial plan in a fiscally responsible manner. Council continues to work towards financial sustainability.	Quarterly review on progress of Sustainability ratio and metrics for Council to plan and monitor its financial sustainability. Preparation of annual long-term financial forecast. Implementation of operational savings.	Ratios maintained within following targets: <ul style="list-style-type: none"> <li>• Operating Surplus Ratio -10%-0%</li> <li>• Net Financial Liabilities Ratio &lt;60%</li> <li>• Asset Sustainability Ratio &gt;90%</li> </ul>

**Budget Considerations**

Nil

**Previous Council Resolutions related to this Matter**

*(Res-2022-05-028)*

*Moved Cr Nunn seconded Cr Smith*

*That Council:*

- 1) resolves in agreement with the recommendation from the Concept Brief to investigate residential properties for purchase within Longreach Township; and*
- 2) delegate authority to the Chief executive Officer to identify, negotiate, and execute a contract to purchase a suitable property for a price within the budget allocated as set out in the paper.*

**Officer Comment**

**Responsible Officers:** *Brendon Harvey – Project Manager*  
*Lisa Young – Director, Community & Cultural Services*

**Background:**

In May 2022, Council resolved for officers to investigate the sale market of residential properties within the Longreach township. After approaching local agents and conducting inspections of short-listed properties, Council officers were unable to locate a property that satisfied requirements and inclusions.

Officers have re-considered the options available, and find that with no suitable houses currently available for purchase, coupled with an impending need for executive housing, believe an option to build a new executive residence in the Teal Street sub-division, the next viable long-term option.

Given this option has only recently been considered as a possible option for Council consideration, there are significant risk associated with inviting written tenders without first inviting Expressions of Interest given detailed scoping would be required and Council needs to understand the market's response to a new house build in the region given current challenges faced in the industry with supply, material cost and availability of trades.

**Issue:**

To progress with construction of a new residence, Council will need to satisfy procurement requirements outlined in the *Local Government Act 2009, Local Government Regulations 2012* and Longreach Regional Council's Procurement Policy.

Council officers have considered procurement options available, and believe progressing to an Expression of Interest is the most advantageous as it would allow Council to enter into negotiations with one or more respondents and allows builders the opportunity to present:

## 15. LATE ITEMS

### 15.3 - Public Expression of Interest - Executive Housing

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- A Project Plan – which outlines a high level methodology and timeframe;
- Recommendations for inclusions for an energy efficient home/sustainable materials;
- Recommendations on a layout and standard inclusions for an Executive style home, with high level scope, to be provided by Council;
- Recommendations for position of the structure based on location.

A Probity Plan, Evaluation Criteria and Expression of Interest documentation will be developed if Council wishes for Officers to move in this direction.

The evaluation of the Expression of Interest may be based on the following criteria in order to shortlist:

- Project delivery timeframes
- Recommendations provided around home design and positioning
- Local contractor and material sourcing
- Recommendations for inclusions of energy efficient/sustainable materials

#### **Risk Management Factors:**

This matter has been assessed using Council's Risk Matrix to decide the likelihood and consequence of any risk to Council:

Likelihood: Rare  
Consequence: Insignificant  
Rating: Low (1/25)

A standard inclusion in all of Longreach Regional Council Procurement documentation provides a clause that states:

*“After the Closing Time, Council may decide not to accept any of the tenders/expressions of interest it receives.”*

This inclusion means that Council is not obligated to engage any further than this Expression of Interest, if there are no suitable responses.

#### **Environmental Management Factors:**

Nil environmental impact undertaking an Expression of Interest process.

#### **Other Comments:**

Following the Expression of Interest evaluation process, Council officers can then approach short-listed companies to submit a tender package.

As per *Local Government Regulations 2012*, Council officers will provide a report to a future Council meeting, to seek Council approval to proceed with a Design & Construct contract.

#### **Recommendation:**

*That Council prepare, issue and evaluate an Expression of Interest – Design & Construct – Longreach Executive Housing before considering whether to invite written tenders, in accordance with section 228 of the Local Government Regulation 2012.*