

# CITY OF COCKBURN

## SUMMARY OF MINUTES OF SPECIAL COUNCIL MEETING HELD ON TUESDAY, 31 JANUARY 2006 AT 6:00 PM

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## CITY OF COCKBURN

### MINUTES OF SPECIAL COUNCIL MEETING HELD ON TUESDAY, 31 JANUARY 2006 AT 6:00 PM

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#### PRESENT:

##### ELECTED MEMBERS

Mr S Lee	-	Mayor	
Mr R Graham	-	Deputy Mayor	
Ms A Tilbury	-	Councillor	
Mr I Whitfield	-	Councillor	
Mr K Allen	-	Councillor	
Ms L Goncalves	-	Councillor	(Arrived at 6.17pm)
Mr J Baker	-	Councillor	
Mrs S Limbert	-	Councillor	
Mrs V Oliver	-	Councillor	

##### IN ATTENDANCE

Mr S. Cain	-	Chief Executive Officer
Mr D. Green	-	Director, Administration & Community Services
Mr A. Crothers	-	Director, Finance & Corporate Services
Mr M. Littleton	-	Director, Engineering & Works
Mr M. Ross	-	Acting Director, Planning & Development
Mr A. Jones	-	Communications Manager
Mr K. Wheeler	-	Project Manager
Ms V. Viljoen	-	Personal Assistant to CEO

#### 1. DECLARATION OF MEETING

The Presiding Member declared the meeting open at 6.02pm.

#### 2. APPOINTMENT OF PRESIDING MEMBER (If required)

N/A



**3. DISCLAIMER (To be read aloud by Presiding Member)**

Members of the public, who attend Council Meetings, should not act immediately on anything they hear at the Meetings, without first seeking clarification of Council's position. Persons are advised to wait for written advice from the Council prior to taking action on any matter that they may have before Council.

**4 (SCM 31/01/2006) - ACKNOWLEDGEMENT OF RECEIPT OF WRITTEN DECLARATIONS OF FINANCIAL INTERESTS AND CONFLICT OF INTEREST (BY PRESIDING MEMBER)**

Nil

**5 (SCM 31/01/2006) - APOLOGIES & LEAVE OF ABSENCE**

Clr T Romano - Apology

**6 (SCM 31/01/2006) - PUBLIC QUESTION TIME**

**Mr Bert Renner, Spearwood –**

Noted that there did not appear to be any plans from the architects in the attachments to the Agenda.

**Mayor Lee** advised that the plans had been previously accepted and that this Special Council Meeting was to consider the construction tenders, not to change the design. Mayor Lee also advised Mr Renner that he was welcome to view the plans if he so wished, and that he should contact the relevant Officer, Mr Ken Wheeler, Project Manager.

**7 (SCM 31/01/2006) - DECLARATION BY COUNCILLORS WHO HAVE NOT GIVEN DUE CONSIDERATION TO MATTERS CONTAINED IN THE BUSINESS**

Nil

**8 (SCM 31/01/2006) - PURPOSE OF MEETING**

The purpose of the meeting is for the consideration of the tenders received for the Administration Building extensions.

NOTE: Clr Goncalves joined the meeting at 6.17pm.



## 9. COUNCIL MATTERS

### 9.1 **(MINUTE NO 3077) (SCM 31/01/2006) - REDEVELOPMENT OF ADMINISTRATION BUILDING AND COUNCIL CHAMBERS (4602) (KW) (ATTACH)**

#### **RECOMMENDATION**

That Council:

- (1) receive the report;
- (2) accept Tender RFT 41/2005 from Geo. A. Esslemont & Son for building construction services for the Administration Building Alterations and Additions in the sum of \$5,352,863 including GST; and
- (3) commit an allocation of \$1,709,560 in its 2006/07 Budget for the Redevelopment of the Administration Building and Council Chambers project with funds being drawn from the Community Infrastructure Reserve Fund.

**TO BE CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL**

#### **COUNCIL DECISION**

MOVED Clr S Limbert SECONDED Clr K Allen that that the recommendation be adopted.

**CARRIED BY ABSOLUTE MAJORITY OF COUNCIL 7/2**

Clr Tilbury requested that her vote be recorded against the decision.

#### **Background**

At the Ordinary Council Meeting of 10<sup>th</sup> November 2005, Council resolved on agenda item 16.5, Redevelopment of Administration Building and Council Chambers, to:

- (1) receive the report;
- (2) proceed with the proposal subject to acceptable tenders being received for the project; and
- (3) convene a special meeting in December 2005 to consider the tenders received.



## Submission

Tenders closed on 24<sup>th</sup> January 2006 and submissions were received from four respondents:

- Cooper & Oxley Builders Pty. Ltd.
- Keywest Constructions Pty. Ltd.
- Geo. A. Esslemont & Son
- Myers Constructions (1955) Pty. Ltd.

## Report

The tenders' qualitative criteria were assessed by two independent panels; one from our Architect T&Z; and one from the City of Cockburn. The independent qualitative scores were collated and applied to the weighting, then added to the quantitative weighting score.

T&Z's report is attached and recommends accepting the tender from Geo. A. Esslemont & Son.

The tender from Esslemont complies with our requirements. The pre-tender estimate exclusive of GST for construction from Davis Langdon, our Quantity Surveyor, was \$4,568,000. The Esslemont tender of \$4,866,239 (excl. GST) is within 10% of the pre-tender estimate and it is recommended their offer be accepted.

## Strategic Plan/Policy Implications

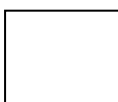
The Corporate Strategic Plan Key Result Areas which apply to this item are:-

1. Managing Your City
  - *"To deliver services and to manage resources in a way that is cost effective without compromising quality."*

Council Policy SES3 "Evaluation of Tenders" refers.

## Budget/Financial Implications

The tendered price exclusive of GST is \$4,866,239. Other costs associated with the project, including those paid to date, are as follows:



Architect/Consultants		\$
488,154		
Relocation to Civic Centre		\$
209,231		
Building Licence/Construction Contingency		\$
293,500		
	Total	\$
990,885		

The grand total is therefore \$5,857,124.

The initial allocation for this project in the 2004/05 budget was \$4,147,564. The requirement for additional funding is therefore \$1,709,560. These additional funds will not be required until 2006/07 and are available in the Community Infrastructure Reserve Fund.

### **Legal Implications**

N/A

### **Community Consultation**

N/A

### **Attachment(s)**

- (1) Report and Recommendation from T&Z Architects
- (2) Internal Evaluation of Tenders

### **Advice to Proponent(s)/Submissioners**

Tenderers have been advised that the matter is to be considered at the 31 January 2006 Special Council Meeting.

### **Implications of Section 3.18(3) Local Government Act, 1995**

Nil.



**10 (MINUTE NO 3078) (SCM 31/01/2006) - RESOLUTION OF COMPLIANCE (SECTION 3.18(3), LOCAL GOVERNMENT ACT 1995)**

**RECOMMENDATION**

That Council is satisfied that resolutions carried at this Meeting and applicable to items concerning Council provided services and facilities, are:-

- (1) integrated and co-ordinated, so far as practicable, with any provided by the Commonwealth, the State or any public body;
- (2) not duplicated, to an extent Council considers inappropriate, services or facilities as provided by the Commonwealth, the State or any other body or person, whether public or private; and
- (3) managed efficiently and effectively.

**COUNCIL DECISION**

MOVED Clr I WHITFIELD SECONDED Clr K ALLEN that the recommendation be adopted.

**CARRIED 9/0**

**11 (SCM 31/01/2006) - CLOSURE OF MEETING**

MEETING CLOSED 6.19PM

**CONFIRMATION OF MINUTES**

I, ..... (Presiding Member) declare that these minutes have been confirmed as a true and accurate record of the meeting.

Signed: ..... Date: ...../...../.....

