



# Special Council Meeting Minutes

---

PURPOSE: To determine the tenders received to carry out upgrades to the Donnybrook Recreation and Aquatic Centre

Held on

Wednesday 5 April 2017

Commencing at 5:02pm

at the Function Room  
Donnybrook Recreation Centre

---

A handwritten signature in black ink, appearing to read "BGR" followed by a flourish.

**Benjamin Rose**  
Chief Executive Officer

**7 April 2017**

## **Disclaimer**

The advice and information contained herein is given by and to the Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to the Council giving entire reasons for seeking the advice or information and how it is proposed to be used.

---

---



MINUTES OF THE  
SPECIAL COUNCIL MEETING

TENDERS FOR UPGRADES TO DONNYBROOK RECREATION  
CENTRE AND AQUATIC CENTRE

5 April 2017

TABLE OF CONTENTS

1	PUBLIC QUESTION TIME .....	3
2	APPLICATION FOR LEAVE OF ABSENCE .....	3
3	DECLARATION OF FINANCIAL/IMPARTIALITY INTEREST .....	3
4	PETITIONS/DEPUTATIONS/PRESENTATIONS .....	3
5	REPORTS OF OFFICERS.....	4
5.1	<i>Manager Development and Environmental Services</i> .....	4
5.1.1	SUBJECT: RFT 2/2017 – RE-ROOF, GYMNASIUM EXPANSION AND MAINTENANCE WORKS TO DONNYBROOK RECREATION AND AQUATIC CENTRE .....	4
6	CLOSURE OF MEETING .....	5

---

---

# SHIRE OF DONNYBROOK BALINGUP SPECIAL COUNCIL MEETING MINUTES

---

Held in the Function Room, Donnybrook Recreation Centre  
at 5.02pm on Wednesday, 5 April 2017

---

## MEMBERS PRESENT

### COUNCILLORS

Cr Logiudice (President)  
Cr Bailey  
Cr Dilley  
Cr King  
Cr Mitchell  
Cr Tan  
Cr Van Der Heide

### STAFF

Ben Rose – Chief Executive Officer  
Leigh Guthridge – Manager Environment and  
Development Services  
Greg Harris – Manager Finance and Administration

### GUEST

Tanya Jones – Gresley Abas

---

## PUBLIC GALLERY

---

Nil

---

## APOLOGIES

---

Cr Crowley  
Cr Mills

---

## 1 PUBLIC QUESTION TIME

---

Nil

---

## 2 APPLICATION FOR LEAVE OF ABSENCE

---

Nil

---

## 3 DECLARATION OF FINANCIAL/IMPARTIALITY INTEREST

---

Division 6: Sub-Division 1 of the *Local Government Act 1995*. Care should be taken by all Councillors to ensure that a financial/impartiality interest is declared and that they refrain from voting on any matter, which is considered to come within the ambit of the Act.

Nil

---

## 4 PETITIONS/DEPUTATIONS/PRESENTATIONS

---

Nil

---

## 5 REPORTS OF OFFICERS

---

### 5.1 *Manager Development and Environmental Services*

---

#### Officer's Recommended Resolution

Moved: Cr Dilley

Seconded: Cr Tan

That the Meeting be closed to the public under the *Local Government Act 1995 (the Act)* for Item 5.1.1 – RFT 2/2017 – Re-Roof, Gymnasium Expansion and Maintenance Works to Donnybrook Recreation and Aquatic Centre under Section 5.23(2)(c) of the Act (*a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting*).

Carried 7/0

#### Council Decision

Moved: Cr Dilley

Seconded: Cr Tan

That Standing Orders be suspended.

Carried 7/0

Council suspended Standing Orders to allow for discussion on the tenders received.

#### Council Decision

Moved: Cr King

Seconded: Cr Tan

That Standing Orders be reinstated.

Carried 7/0

\*\* 5.43pm – Cr Van Der Heide left the meeting.

#### CONFIDENTIAL

---

5.1.1	<b>SUBJECT:</b>	<b>RFT 2/2017 – RE-ROOF, GYMNASIUM EXPANSION AND MAINTENANCE WORKS TO DONNYBROOK RECREATION AND AQUATIC CENTRE</b>
	<b>Location:</b>	<b>Steere Street Donnybrook</b>
	<b>Applicants:</b>	<b>Shire of Donnybrook – Balingup</b>
	<b>Zone:</b>	<b>Parks and Recreation</b>
	<b>File Ref:</b>	<b>PWF 16G</b>
	<b>Author:</b>	<b>Leigh Guthridge (Manager Development and Environmental Services)</b>
	<b>Report Date:</b>	<b>27 March 2017</b>
	<b>Attachment:</b>	<b>5.1.1(1) - Gresley Abas Tender Evaluation Report</b> <b>5.1.1(2) - Evaluation Panel Score Card</b> <b>5.1.1(3) - Tender Cost Options</b>

---

**Officer’s Recommended Resolution**

**Moved: Cr Mitchell**

**Seconded: Cr Bailey**

**That:**

- 1) **In accordance with Section 5.23(2) of the *Local Government Act 1995*, Agendas, Minutes and Council decisions in relation to item 5.1.1 remain confidential; and**
- 2) **When Agendas, Minutes and Council decisions in relation to item 5.1.1 are no longer subject to section 5.23(2) of the *Local Government Act 1995*, the items are to be included in the next occurring Council Meeting Agenda.**

**Carried 6/0**

**Officer’s Recommended Resolution**

**Moved: Cr Tan**

**Seconded: Cr Mitchell**

**That the meeting be re-opened to the public.**

**Carried 6/0**

---

**6 CLOSURE OF MEETING**

---

The Shire President declared the meeting closed at 6.15pm.

<b>These Minutes were confirmed by Council as a true and accurate record at the Ordinary Council Meeting held on _____.</b>		
<b>Shire President</b>		<b>Presiding Member</b>