

12 Other Business

13 Confidential Items

13.1 Parilla Seasonal Workers Accommodation Facility and Parilla Public Toilet Cleaning Tender

Recommendation

Pursuant to Section 90 [2] of the Local Government Act 1999 the Council orders that all persons, except the Acting Chief Executive Officer, Works Manager, Manager Executive Services and the Minute Secretary be excluded from attendance at the meeting for Agenda Item 13.1 relating to the Parilla Seasonal Workers Accommodation Facility and Parilla Public Toilet Cleaning Tender

The Council is satisfied that pursuant to section 90 [3] [k] of the Act, the information to be received, discussed or considered in relation to the Agenda Item is information the disclosure of which would involve tenders for the supply of goods, the provision of services or the carrying out of works

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed by the need to discuss this agenda item in confidence because the disclosure would involve tenders for the supply of goods, the provision of services or the carrying out of works

Recommendation

Having considered agenda Item 13.1 in confidence under section 90 [2] and [3] [k] of the Local Government Act 1999, the Council pursuant to section 91 [7] of the Act orders that the item and the minutes, reports and all other records, relating to the matter be retained in confidence. This order is to be reviewed at the Ordinary Council Meeting to be held in January 2016, as to if this order is to continue in operation

13 Confidential Items

13.4 Parilla Seasonal Workers Accommodation Facility and Parilla Public Toilet Cleaning Tender

3.00 pm Cr Mark White declared a conflict of interest and left the meeting

3.01 pm The Mayor Cr Andrew Grieger welcomed Paul Kinnaird and Clive Wilkie [Kinnaird Clean]

Cr Dennis Hyde moved Cr Bruce Summerton seconded pursuant to Section 90 [2] of the Local Government Act 1999 the Council orders that all persons, except the Acting Chief Executive Officer, Works Manager, Manager Executive Services and the Minute Secretary be excluded from attendance at the meeting for item 13.4 relating to the Parilla Seasonal Workers Accommodation Facility and Parilla Public Toilet Cleaning Tender

The Council is satisfied that pursuant to section 90 [3] [k] of the Act, the information to be received, discussed or considered in relation to the item is information the disclosure of which would involve tenders for the supply of goods, the provision of services or the carrying out of works

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed by the need to discuss this item in confidence because the disclosure would involve tenders for the supply of goods, the provision of services or the carrying out of works at 3.02 pm

Carried 44 / 1215

Cr Neville Pfeiffer moved Cr Allan Dunsford seconded that the decision on the Parilla Seasonal Workers Accommodation Facility Tender be retrieved from the table

Carried 45 / 1215

3.37 pm Cr Robert Sexton left the meeting

3.38 pm Cr Robert Sexton re-joined the meeting

13 Confidential Items

13.4 Parilla Seasonal Workers Accommodation Facility and Parilla Public Toilet Cleaning Tender

Cr Brian Toogood moved Cr Neville Pfeiffer seconded that the Council fully lease the Parilla Accommodation Facility

Carried 46 / 1215

Cr Neville Pfeiffer moved Cr Robert Sexton seconded having considered item 13.4 in confidence under section 90 [2] and [3] [k] of the Local Government Act 1999, the Council pursuant to section 91 [7] of the Act orders that the item and the minutes, reports and all other records, relating to the matter be retained in confidence. This order is to be reviewed at the Ordinary Council Meeting to be held in January 2016, as to if this order is to continue in operation at 3.40 pm

Carried 47 / 1215

3.41 pm Cr Mark White re-joined the meeting

13.5 Cleaning of Council's Facilities Tender

Cr Allan Dunsford moved Cr Dennis Hyde seconded pursuant to Section 90 [2] of the Local Government Act 1999 the Council orders that all persons, except the Acting Chief Executive Officer, Works Manager, Manager Executive Services and the Minute Secretary be excluded from attendance at the meeting for item 13.5 relating to the Cleaning of Council's Facilities Tender

The Council is satisfied that pursuant to section 90 [3] [k] of the Act, the information to be received, discussed or considered in relation to the item is information the disclosure of which would involve tenders for the supply of goods, the provision of services or the carrying out of works

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed by the need to discuss this item in confidence because the disclosure would involve tenders for the supply of goods, the provision of services or the carrying out of works at 3.43 pm

Carried 48 / 1215

PARILLA ACCOMMODATION FACILITY

PARILLA





PARILLA ACCOMMODATION FACILITY DRAFT PROPOSAL

The Southern Mallee District Council has requested Kinnaird Clean to provide a series of comprehensive proposals to undertake the day to day management and maintenance of the Parilla Accommodation Facility in Parilla South Australia.



► OVERVIEW PROPOSAL

KINNAIRD CLEAN PROPOSES A LEASE TERM OF 3 YEARS + 1 + 1.

THERE WILL BE A RETURN TO THE COUNCIL IN THE FORM OF RATES PAYMENTS AND LEASE PAYMENTS (DETAILS FOLLOW).

THERE WILL ALSO BE A RETURN TO THE COMMUNITY.

ALL BOOKINGS INCLUDING FINANCES WILL BE PERFORMED VIA THE PARILLA HOTEL. THIS HAS POSITIVE BENEFITS DUE TO THE PROXIMITY OF THE HOTEL TO THE PARILLA ACCOMMODATION FACILITY.



► **PROPOSED FINANCIAL BREAKDOWN (PAYMENT OF RATES AND BASIC MAINTENANCE) – PROPOSAL 1**

INCOME	\$1,58,000.00
Occupancy rate @ 63%	
Income has been derived from the Southern Mallee District	
Council figures	

ESTIMATED PROFIT \$20,938.00

EXPENDITURE	Budget
Item	
Accounting	\$7,800.00
Management/Cleaning	\$63,960.00
Parilla Hotel	\$3,750.00
Materials	\$3,500.00
Grounds Maintenance	\$5,000.00
General Maintenance	\$7,000.00
Electricity	\$25,000.00
Water	\$8,000.00
Gas	\$6,000.00
Rates/Return to Council	\$7,000.00
Lease	\$52.00
Note: Council pays all insurances	
Total	\$135,502.00



▶ PROPOSED MAINTENANCE ARRANGEMENTS – PROPOSAL 1

THE PROPOSAL INCLUDES FOR KINNAIRD CLEAN TO PERFORM GENERAL MAINTENANCE ACTIVITIES SUCH AS BASIC REPAIRS, REPLACEMENT OF TAP WASHERS AND OTHER MINOR WORKS.

THE PROPOSED BUDGET DOES NOT INCLUDE FOR MAJOR PLUMBING, ELECTRICAL, BUILDING AND BREAKDOWNS/FAILURES WHICH ARE ANTICIPATED TO BE A COUNCIL RESPONSIBILITY.

RENEWABLES SUCH AS TOASTERS, ELECTRIC JUGS ETC ARE ALSO A COUNCIL RESPONSIBILITY.



► **PROPOSED FINANCIAL BREAKDOWN (INCLUDES ALL MAINTENANCE COSTS) – PROPOSAL 2**

INCOME	\$1,58,000.00
Occupancy rate @ 63%	
Income has been derived from the Southern Mallee District	
Council figures	

ESTIMATED PROFIT \$19,938.00

EXPENDITURE	
Item	Budget
Accounting	\$7,800.00
Management/Cleaning	\$63,960.00
Parilla Hotel	\$3,750.00
Materials	\$3,500.00
Grounds Maintenance	\$5,000.00
Maintenance	\$8,052.00
Electricity	\$25,000.00
Water	\$8,000.00
Gas	\$6,000.00
Lease (To Council)	\$6,000.00
Note: Council pays all insurances	
Return to the Community	\$1000.00
Total	\$138,062.00



▶ **PROPOSED MAINTENANCE ARRANGEMENTS – PROPOSAL 2**

THE PROPOSAL INCLUDES FOR KINNAIRD CLEAN TO PERFORM ALL MAINTENANCE ACTIVITIES, PAY LEASE (\$7000.00 INCLUSIVE OF COUNCIL PAYING INSURANCES).



► **PROPOSED FINANCIAL BREAKDOWN – (PAYMENT OF RATES, INSURANCES & MAINTENANCE) – PROPOSAL 3**

INCOME	\$158,000.00
Occupancy rate @ 63%	
Income has been derived from the Southern Mallee District	
Council figures	

ESTIMATED PROFIT \$18,938.00

EXPENDITURE	Budget
Item	
Accounting	\$7,800.00
Management/Cleaning	\$63,960.00
Parilla Hotel	\$3,750.00
Materials	\$3,500.00
Grounds Maintenance	\$5,000.00
Maintenance	\$8,052.00
Electricity	\$25,000.00
Water	\$8,000.00
Gas	\$6,000.00
Lease (To Council)	\$3,500.00
Insurances	\$3,000.00
Return to the Community	\$1,500.00
Total	\$139,062.00



▶ **PROPOSED MAINTENANCE ARRANGEMENTS – PROPOSAL 3**

THE PROPOSAL INCLUDES FOR KINNAIRD CLEAN TO PERFORM ALL MAINTENANCE ACTIVITIES, PAY INSURANCES & LEASE (\$4000.00 PA).



▶ DETAILS ON PROPOSED BOOKING ARRANGEMENTS



CLIENTS ATTEND THE PARILLA HOTEL TO MAKE A BOOKING.

BOOKING MANAGER WILL LOG DETAILS OF CLIENT (NAME, ADDRESS & CONTACT), COPY PASSPORT (WHERE APPLICABLE), DRIVERS LICENSE AND ANY OTHER RELEVANT DOCUMENTATION.

CLIENT WILL BE INDUCTED AND PROVIDED WITH EMERGENCY MANAGEMENT PROCEDURES FOR THE SITE.

KEYS WILL BE SIGNED OUT AND A DEPOSIT TAKEN & RECEIPTED.

RENTAL PAYMENTS WILL BE ARRANGED EITHER BY DIRECT DEBIT OR VIA EMPLOYER'S DEDUCTIONS.



▶ **PROPOSED ACCOUNTING ARRANGEMENTS**

WEEKLY RECONCILIATION WILL OCCUR BY JOSEPH
LUKOSE ACCOUNTS MANAGER OF KINNAIRD CLEAN.

PARILLA PREMIUM POTATOES
DABINETTS LONG TRAIL FARMS
PARILLA HOTEL

THIS WILL DEMONSTRATE DUE DILIGENCE TO ALL
STAKEHOLDERS INVOLVED.

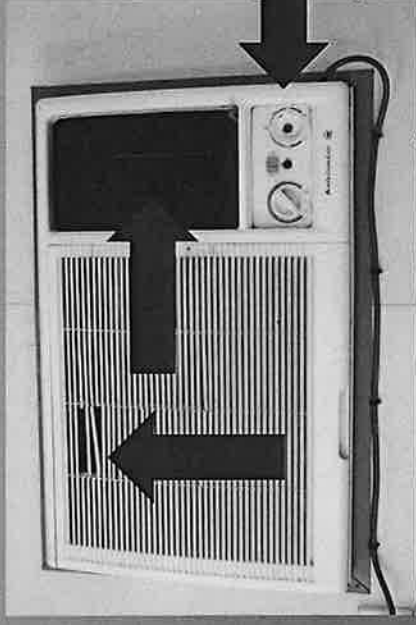
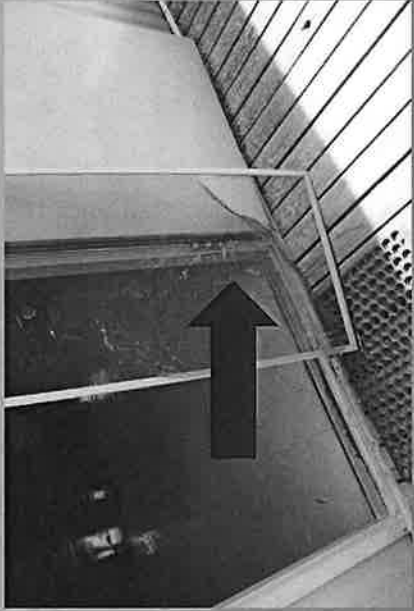


▶ PROPOSED LEASING OFFER

BASED ON THE PROPOSED RETURNS ASSOCIATED WITH THE RUNNING OF THE FACILITY THE OFFER TO LEASE THE FACILITY IS BASED ON A RETURN TO THE COUNCIL AT THE COST OF THE RATES (\$7000.00) AND A DOLLAR PER WEEK.

KINNAIRD CLEAN BELIEVES THIS IS REASONABLE BASED ON THE OVERALL MANAGEMENT OF THE FACILITY AND ENSURING THE FACILITY MEETS THE NECESSARY COMPLIANCE AND BUILDING CODES.





EXAMPLES OF EXISTING MAINTENANCE ISSUES



EXAMPLES OF EXISTING MAINTENANCE ISSUES



▶ ANY QUESTIONS ????

*KINNAIRD CLEAN LOOKS FORWARD TO A FAVOURABLE
OUTCOME*

PAUL KINNAIRD – DIRECTOR

CLIVE WILKIE – LEASE MANAGEMENT SPECIALIST



