



**MINUTES COMMITTEE MEETING,  
OF THE PRINCIPAL BODY CORPORATE GTP 202**

**Type of Meeting:** Voting Outside Committee Meeting  
**Date and Time of meeting:** Tuesday 3<sup>rd</sup> Oct 2023  
Meeting Start: 4:05PM  
Meeting Finish: 4:10PM

**ATTENDANCE:**

**The following members were represented by voting paper:**

Lot: Cassia GTP 1702 Owner Cassia GTP 1702 Rep: Mr Peter Cohen (PC)  
Lot: Felicia GTP 107128 Owner Felicia GTP 107128 Rep: Mr Stuart Shakespeare (SS)  
Lot: Harpullia GTP 107045 Owner Harpullia GTP 107045 Rep: Mr Paul Kernaghan (PK)  
Lot: Washingtonia GTP 1703 Owner Washingtonia GTP 1703 Rep: Mr Tony Ellingford (TE)  
Lot: Roystonia GTP 1769 Owner Roystonia GTP 1769 Rep: Mrs Cheryl McBride (CM)  
Lot: Livingstonia GTP 1712 Owner Livingstonia GTP 1712 Rep: Mr Brian Earp (BE)

**QUORUM**

A Quorum was present for this meeting.



**MOTION**

**1 Irrigation Contract information requested from Contracts Subcommittee CARRIED**

Proposed by: PBC Secretary

**RESOLVED** that the PBC EC refer the following request to the CSC.

At the PBC EGM on 29 September, it was resolved that the irrigation maintenance contract be taken in-house under the control and direction of the Sanctuary Cove Community Services Limited (SCCSL) with the company then on-charging the costs in total to the PBC and PTBC.

The current irrigation contract is between a specialist irrigation company and the PBC (and the PTBC). This document accords with the type of contract required between a primary provider and a recipient (the principal).

Under this contractual arrangement, SCCSL has the role of establishing and administering this contract on behalf of the PBC and the PTBC. This accords with the overarching intent of the Administration and Management Agreement between SCCSL and the PBC.

The PBC decision to permit the irrigation maintenance services currently provided under the existing irrigation contract to be taken in-house by SCCSL, effectively makes this entity the primary provider of these services to the PBC.

SCCSL is now proceeding to directly employ specialist irrigation staff to provide the same services under the current irrigation maintenance contract.

SCCSL is a separate corporate entity that currently provides contracted management and administration services to the PBC.

In order to protect the best interests of the PBC, it's important that there is an appropriate contractual arrangement between SCCSL and the PBC to ensure that the current scope and conditions of the services in the altered service delivery arrangements are maintained.

In accordance with the SCRA Section 50, the PBC EC requests its Contracts Subcommittee to -

1. Confirm that at its last meeting, it considered the attached document titled 'Irrigation – Maintenance Contract Inhouse' dated August 2023.
2. Examine and report on the content of the current irrigation maintenance contract and how its provisions can be applied to the proposed delivery of the same services by SCCSL.
3. Examine and report on the current Administration and Management Agreement between the PBC and SCCSL with respect to its relevance and adequacy to the proposed delivery of irrigation maintenance services to the PBC by SCCSL.
4. Meet at the earliest possible date to deliberate on these matters to coordinate with the end date of the current irrigation contract at the end of October 2023.

Yes	6
No	0
Abstain	0



Chairperson.....  


