



# City of Ipswich

## **IPSWICH CITY COUNCIL**

### **AGENDA**

*of the*

## **GOVERNANCE AND TRANSPARENCY COMMITTEE**

**Held in the Council Chambers  
8th floor – 1 Nicholas Street  
IPSWICH QLD 4305**

On Thursday, 5 August 2021  
At 10 minutes after the conclusion of the Growth, Infrastructure and Waste  
Committee

**MEMBERS OF THE GOVERNANCE AND TRANSPARENCY COMMITTEE**

Councillor Jacob Madsen (**Chairperson**)  
Councillor Russell Milligan (**Deputy Chairperson**)

Mayor Teresa Harding  
Councillor Marnie Doyle  
Councillor Kate Kunzelmann  
Deputy Mayor Nicole Jonic

**GOVERNANCE AND TRANSPARENCY COMMITTEE AGENDA**  
*10 minutes after the conclusion of the Growth, Infrastructure and  
Waste Committee on Thursday, 5 August 2021*  
Council Chambers

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**GOVERNANCE AND TRANSPARENCY COMMITTEE NO. 7**

**5 AUGUST 2021**

AGENDA

**DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA**

**BUSINESS OUTSTANDING**

Governance and Transparency Committee 13 May 2021

- Item 4 - Procurement - Studiosity Subscription Renewal

1. **PROCUREMENT - STUDIOSTY SUBSCRIPTION RENEWAL**

This is a report seeking a Council resolution by Ipswich City Council (Council) to continue the annual subscription for Councils online education resource with Studiosity Pty Ltd. This report was submitted to the Governance and Transparency Committee of 13 May 2021 however was laid on the table for three (3) months, to be represented at the 5 August 2021 meeting.

Studiosity Pty Ltd provides an online education resource service to Council. These services have been embedded within the Library sector for the past ten (10) years and are deemed an essential resource for Council's Library members. Studiosity Pty Ltd provides an online education resource that is freely accessed by Ipswich Library members and offer a service for which there is no comparable alternatives in the market.

Studiosity provides free live study help for Library members via remote access. This resource delivers assistance with maths, English, science, assignment research and study skills for grades 3 to 12 and TAFE.

Studiosity is meeting Council's performance expectations for the provision of Council Libraries online education resource. The total cost for a further three (3) year term covering the period from 1 July 2021 to 30 June 2024 is estimated at ninety-nine thousand dollars (\$99,000) excluding GST this figure is based on budget forecast provided by the Library. The 2021-2022 budget is \$30,000, 2022-2023 budget is \$33,000 and 2023-2024 budget is \$36,000.

**RECOMMENDATION**

- A. That pursuant to Section 235(b) of the *Local Government Regulation 2012* (Regulation), Council resolve that because of the specialised nature of the services that are sought, it would be impractical to invite quotes or tenders for the provision of on-demand online study help services.

- B. That Council enter into a contractual arrangement (Council reference 16522) with Studiosity Pty Ltd, at an expected purchase price of \$99,000.00 excluding GST over the entire term, being a term of three (3) years, with no options to extend.
  - C. That pursuant to Section 257(1)(b) of the *Local Government Act 2009*, Council resolve to delegate to the Chief Executive Officer the power to take 'contractual action' pursuant to Section 238 of the Regulation in order to implement Council's decision.
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**CONFIRMATION OF MINUTES**

- 2. **CONFIRMATION OF MINUTES OF THE GOVERNANCE AND TRANSPARENCY COMMITTEE NO. 2021(06) OF 8 JULY 2021**

**RECOMMENDATION**

That the minutes of the Governance and Transparency Committee No. 2021(06) held on 8 July 2021 be confirmed.

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**OFFICERS' REPORTS**

**NOTICES OF MOTION**

**MATTERS ARISING**

Doc ID No: A7305055

ITEM: 1  
SUBJECT: PROCUREMENT - STUDIOSTY SUBSCRIPTION RENEWAL  
AUTHOR: PROCUREMENT OFFICER (OPERATIONAL)  
DATE: 28 JULY 2021

### EXECUTIVE SUMMARY

This is a report seeking a Council resolution by Ipswich City Council (Council) to continue the annual subscription for Councils online education resource with Studiosity Pty Ltd. This report was submitted to the Governance and Transparency Committee of 13 May 2021 however was laid on the table for three (3) months, to be represented at the 5 August 2021 meeting.

Studiosity Pty Ltd provides an online education resource service to Council. These services have been embedded within the Library sector for the past ten (10) years and are deemed an essential resource for Council's Library members. Studiosity Pty Ltd provides an online education resource that is freely accessed by Ipswich Library members and offer a service for which there is no comparable alternatives in the market.

Studiosity provides free live study help for Library members via remote access. This resource delivers assistance with maths, English, science, assignment research and study skills for grades 3 to 12 and TAFE.

Studiosity is meeting Council's performance expectations for the provision of Council Libraries online education resource. The total cost for a further three (3) year term covering the period from 1 July 2021 to 30 June 2024 is estimated at ninety-nine thousand dollars (\$99,000) excluding GST this figure is based on budget forecast provided by the Library. The 2021-2022 budget is \$30,000, 2022-2023 budget is \$33,000 and 2023-2024 budget is \$36,000.

### RECOMMENDATION

- A. That pursuant to Section 235(b) of the *Local Government Regulation 2012* (Regulation), Council resolve that because of the specialised nature of the services that are sought, it would be impractical to invite quotes or tenders for the provision of on-demand online study help services.**
- B. That Council enter into a contractual arrangement (Council reference 16522) with Studiosity Pty Ltd, at an expected purchase price of \$99,000.00 excluding GST over the entire term, being a term of three (3) years, with no options to extend.**

- C. That pursuant to Section 257(1)(b) of the *Local Government Act 2009*, Council resolve to delegate to the Chief Executive Officer the power to take ‘contractual action’ pursuant to Section 238 of the Regulation in order to implement Council’s decision.

#### RELATED PARTIES

Studiosity Pty Ltd

There are no conflicts of interest identified and declared in relation to the contents of this report.

#### IFUTURE THEME

A trusted and leading organisation

Safe Inclusive and Creative

#### PURPOSE OF REPORT/BACKGROUND

##### Purpose:

To ensure continuity of the online education resource services currently provided to Council by Studiosity Pty Ltd.

##### Background:

Council’s Library and Customer Services Branch is committed to offering online access to education resources that cater to the literacy and lifelong learning needs of the Ipswich Community. Ipswich Library Content Development and Fulfilment Statement outlines strategies for developing and managing the Ipswich Library collection, including a digital collection of downloadable and online resources. The on-demand online study help services provided by Studiosity are the best available product to Ipswich Library members based on the following features:

- Available 24/7, 365 days
- All core subjects are available 24/7
- Sign in via Ipswich Libraries membership card number and password
- One-to-one learning experiences
- Guaranteed turnaround timeframes
- Australian based customer support, based on Australian Eastern Standard Time
- Specialists overseen by a Chief Academic Officer, a recognised Australian University Sector Leader.

Usage of the Studiosity service by Ipswich Libraries members 2018 to 2020

YEAR	2018	2019	2020
TUTORING SESSIONS	1496	613	640

<b>NEW STUDENTS</b>	66	64	89
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This service was originally provided under the State Libraries agreement until 2009 at which time the service was renewed under the Library's budget. The following years renewals have been actioned via quotes until 2019-2020 when a QCP was submitted and approved for a twelve (12) month renewal.

### LEGAL/POLICY BASIS

This report and its recommendations are consistent with the following legislative provisions:

*Local Government Regulation 2012*

*Local Government Act 2009*

### RISK MANAGEMENT IMPLICATIONS

The risk of not approving this recommendation will result in disruption to a critical requirement for Library members who rely on this resource.

### HUMAN RIGHTS IMPLICATIONS

<b>OTHER DECISION</b>	
(a) What is the Act/Decision being made?	That Council enter into a contractual arrangement (Council reference 16522) with Studiosity Pty Ltd for an annual subscription for Councils online education resource.
(b) What human rights are affected?	No human rights are affected as it is a company.
(c) How are the human rights limited?	Not applicable
(d) Is there a good reason for limiting the relevant rights? Is the limitation fair and reasonable?	Not applicable
(e) Conclusion	The decision is consistent with human rights.

### FINANCIAL/RESOURCE IMPLICATIONS

There are no resourcing or budgeting implications. The operational costs associated with the proposed Contract has been allocated within the Library and Customer Services Branch's 2021-2022-2023 operational budget.

### COMMUNITY AND OTHER CONSULTATION

The Procurement Branch has consulted with the Libraries Branch who support the recommendations of this report. This report does not require Community consultation



## **CONCLUSION**

In order for Council to continue receiving the ability to provide this service to the Community it is recommended Council resolve to continue the renewal of the annual subscription for the on-demand online education resource services provided by Studiosity Pty Ltd for a three (3) year term, to allow for cover until 30 June 2024.

In anticipation of Council's resolution to continue the annual subscription arrangement recommended in this report, a new draft contract number has been raised in Council's Oracle system as a means to collate, monitor and manage the annual subscription renewals.

Nicky Weldon

### **PROCUREMENT OFFICER (OPERATIONAL)**

I concur with the recommendations contained in this report.

Wanda Schoenfisch

### **ICT CATEGORY SPECIALIST**

I concur with the recommendations contained in this report.

Richard White

### **MANAGER, PROCUREMENT**

I concur with the recommendations contained in this report.

Samantha Chandler

### **MANAGER, LIBRARIES AND CUSTOMER SERVICES**

I concur with the recommendations contained in this report.

Ben Pole

### **GENERAL MANAGER - COMMUNITY, CULTURAL AND ECONOMIC DEVELOPMENT**

***"Together, we proudly enhance the quality of life for our community"***



**GOVERNANCE AND TRANSPARENCY COMMITTEE NO. 2021(06)**

**8 JULY 2021**

MINUTES

**COUNCILLORS' ATTENDANCE:** Councillor Jacob Madsen (Chairperson); Councillors Russell Milligan (Deputy Chairperson), Mayor Teresa Harding, Marnie Doyle, Kate Kunzelmann and Deputy Mayor Nicole Jonic

**COUNCILLOR'S APOLOGIES:** Nil

**OFFICERS' ATTENDANCE:** Acting Chief Executive Officer (Sonia Cooper), Acting General Manager Corporate Services (Sylvia Swalling), General Manager Community, Cultural and Economic Development (Ben Pole), General Manager Planning and Regulatory Services (Peter Tabulo), Acting General Manager Coordination and Performance (Barbara Dart), Acting General Manager Infrastructure and Environment (Sean Madigan), Executive Services Manager (Wade Wilson), Chief Financial Officer (Jeff Keech), Procurement Manager (Richard White), Senior Policy and Communications Officer (David Shaw), Principal Media Advisor (Darrell Giles) and Theatre Technician (Harrison Cate)

**ATTENDANCE VIA AUDIO LINK**

Deputy Mayor Nicole Jonic requested attendance at the Governance and Transparency Committee of 8 July 2021 via audio link.

**RECOMMENDATION**

Moved by Mayor Teresa Harding:  
Seconded by Councillor Russell Milligan:

**That in accordance with section 254K of the *Local Government Regulation 2012* and 8.6.2 of Council's Meeting Procedures Policy, Deputy Mayor Nicole Jonic be permitted to participate in the meeting via audio link.**

AFFIRMATIVE  
Councillors:  
Madsen  
Milligan  
Harding  
Doyle  
Kunzelmann

NEGATIVE  
Councillors:  
Nil

Jonic

The motion was put and carried.

### **NAIDOC WEEK – ACKNOWLEDGEMENT OF COUNTRY**

Councillor Jacob Madsen (Chairperson) moved the following acknowledgement of Country in celebration of NAIDOC Week:

I would like to begin today by acknowledging the traditional custodians of Country throughout Australia and recognise their continuing connection to land, waters and community. I pay my respect to their continuing culture and the contribution they make to the life of this city and this region. I honour the Elders, past, present and emerging and I extend my welcome to the Aboriginal or Torres Strait Islander people who are present today for they hold the memories, the traditions, the culture and hopes of all Aboriginal and Torres Strait Islander peoples across the nation.

Ipswich City Council's Indigenous Accord is Council's strategic framework for reconciliation and community governance with Aboriginal and Torres Strait Islander Peoples and their communities. This supports Council to use its influence to promote reconciliation, developing respectful relationships and creating meaningful opportunities with First Nation's peoples.

The strategy represents and encourages both Indigenous and Non-Indigenous People coming together, living and working towards a brighter future for the City of Ipswich.

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### **DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA**

Nil

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### **BUSINESS OUTSTANDING**

Governance and Transparency Committee 13 May 2021

- Item 4 - Procurement - Studiosity Subscription Renewal

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### **MATTER TO BE LIFTED FROM THE TABLE**

#### **RECOMMENDATION**

Moved by Councillor Marnie Doyle:

Seconded by Councillor Russell Milligan:

**That Item 1 titled Procurement – Studiosity Subscription Renewal be lifted from the table.**

AFFIRMATIVE

Councillors:

Madsen

Milligan

Harding

Doyle

Kunzelmann

Jonic

NEGATIVE

Councillors:

Nil

The motion was put and carried.

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1. PROCUREMENT - STUDIOSTY SUBSCRIPTION RENEWAL

This is a report concerning a motion from the Governance and Transparency Committee No. 2021(04) of 13 May 2021, where a report seeking a Council resolution to continue the annual subscription for online education resource Studiosity Pty Ltd was presented and the matter was decided to lay on the table for two months until 8 July 2021.

RECOMMENDATION

Moved by Mayor Teresa Harding:

Seconded by Councillor Russell Milligan:

- A. That Council receive and note the contents of this report.**
- B. That the report concerning Council's annual subscription for online education resource Studiosity Pty Ltd be presented to the 5 August 2021 Governance and Transparency Committee for consideration.**

AFFIRMATIVE

Councillors:

Madsen

Milligan

Harding

Doyle

Kunzelmann

Jonic

NEGATIVE

Councillors:

Nil

The motion was put and carried.

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**CONFIRMATION OF MINUTES**

2. **CONFIRMATION OF MINUTES OF THE GOVERNANCE AND TRANSPARENCY  
COMMITTEE NO. 2021(05) OF 10 JUNE 2021**

**RECOMMENDATION**

Moved by Mayor Teresa Harding:  
Seconded by Councillor Russell Milligan:

**That the minutes of the Governance and Transparency Committee held on  
10 June 2021 be confirmed.**

**AFFIRMATIVE**

Councillors:

Madsen

Milligan

Harding

Doyle

Jonic

**NEGATIVE**

Councillors:

Kunzelmann (Abstain as was not present)

The motion was put and carried.

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**OFFICERS' REPORTS**

Nil

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**NOTICES OF MOTION**

Nil

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**MATTERS ARISING**

Nil

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**PROCEDURAL MOTIONS AND FORMAL MATTERS**

The meeting commenced at 9.56 am.

The meeting closed at 10.00 am.