

4TH November 2016



ACTION ITEMS – PACK 1

BOARD MEETING PACK

AGENDA

Date and location:		Friday 4 th November 2016 – 8.30 – 12.30noon Executive Board Room, The National Press Club, Barton ACT	
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Introduction			
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3 OUTSTANDING ACTION ITEMS

OUTSTANDING ACTION ITEMS				
ITEM	ACTION	BY WHOM	ACTION BY DATE	COMMENTS
26 August 2016 - Board Meeting				
4.ii	Standards Australia – Mr. Baulderstone will attend a meeting with Precast Australia to ascertain status of the requirements surrounding the Coroner in WA's reviewing the Australian Standards around precasts.	Mr. Baulderstone	W/S 29.08.16	Ongoing
5.iv	ACIRT – Mr. Baulderstone to write to the NSW & ACT Branch to ask for new representation for the ACIRT Committee. Chris White will be asked to step down.	Mr. Baulderstone	Before next ACIRT meeting	Ongoing - letter sent, awaiting response.
6.iii	Branch Audit Reports – Mr. Zardo to prepare for Mr. Baulderstone correspondence to all Branches with specific concerns and/or positive comments on performance.	Mr. Baulderstone	Before next Board meeting in November	Completed
6.3.iv	Restructure Committee to provide update to the Branch Boards to allow the Branches to provide information to their members.	Mr. Michael Unger	ASAP	Completed
6.3.v	Restructure - The Board agreed that a resolution be put forward at the AGM (4 th November). Information is to be available 5 th October (Fairwork Notification of AGM)	Mr. Michael Unger	5 th October	Completed
6.3.vii	Note – A briefing note to be placed in the AGM Pack that will state the National CEO to take any comments of queries.	Mr. Michael Unger		
6.4	EMCC Sale – The Board agreed that funds be allocated up to \$50,000 for the purchase that included no EMCC staff.	Mr. Baulderstone	Before next Board meeting in November	Ongoing – resolution put to National Board meeting 4/11/16
6.5	BIS Shrapnel – Initiate a report with approved funds of \$10,000 and look at an official launch of the report at the Earth Awards	Mr. Baulderstone		Completed
7a	Insurances – The Board authorised Arthur J Gallagher's to undertake a review of our insurance policies in particular the public liability.	National CEO		Ongoing
7b	Also to review the details on the travel forms to get a more competitive outcome.	National Office		Ongoing
7.2.1.ii	Sponsorship – Once the Earth Awards have taken place – the new National CEO to approach Chris White to continue taking a role in looking at future sponsorship for upcoming award events.	National CEO		Ongoing

7.2.3.ii	Industrial Relations – Modern Award Review – Branch CEO’s to be brought up to date on background and current position.	Mr. Baulderstone		Completed
17.i	Branch CEO’s to be invited to attend part of the Board Meeting to be held on 4 th November. Post meeting note subsequently agreed to invite Branch Presidents as well.	Mr. Baulderstone		Completed
27 May 2016 - Board Meeting				
10.ii	Updates to The Risk Register to note the risks associated with CEO Group interactions.	National CEO and Mr Zardo	ASAP	Ongoing
23rd February 2016 – Board Meeting				
6.2.iv	Consider extending the current office lease from 3 to 5 years.	National CEO	Ongoing	Ongoing
6.5.ii	CEO should start to make enquiries and form relationships with sponsorship for the security of the National Office.	National CEO	Once the relationship with AJG is stable	Ongoing
9.4.ii	CEO was also tasked with investigating other potential revenue streams.	National CEO	Ongoing	Ongoing
3rd December 2015				
5.6	CCF need to develop a national suite of operational and advocacy policies. Further investigate current policy positions (operational and advocacy) and to consolidate and further develop these.	National CEO	4 – 5 months	Ongoing
6.3	Liaise with branch CEO’s and develop more suitable Award categories and Format Determine the pricing schedule and the viability of a members only Awards night.	National CEO	Next Meeting	Ongoing

4 EXCEPTION REPORTS

Tony Baulderstone

4.1 Victorian Building Purchase

Tony Boulderstone

Pack 2 Section 15.2 Resolution

4.2 National Budget Update

Tony Baulderstone

1.1 Author	Tony Baulderstone
1.2 Approval Authority	National Board
1.3 Version	1.0
1.4 Objective	To update the National Office Budget to reflect changes to Earth Awards, loss of Summit and new CEO.
1.5 Background	Since the preparation of the Budget a number of key matters have occurred or changed. The CEO has changed, The Summit was cancelled, but most relevant the Earth Awards have failed to attract much sponsorship and this event will run at a loss estimated at \$20,000.
1.6 Resolution	The Board requests the National CEO to prepare an updated Budget for the remainder of this year and commence preparation of a draft budget for next financial year
1.7 References	Current National Budget

4.3 Standards Australia Vacancy

Tony Baulderstone

1.1 Author	Tony Baulderstone
1.2 Approval Authority	National Board
1.3 Version	1.0
1.4 Objective	To nominate a suitable member to sit on relevant Australian Standards Committees.
1.5 Background	<p>Richard Nyholt has been the CCF representative on the Australian Standards Committee MB – 010, that has been revising AS 4000, to become the new AS 11000. This is nearly complete, however we have an opportunity to nominate a replacement to this committee to work on future parts of the same suite of documents, currently</p> <ul style="list-style-type: none">• AS 11001 <i>Subcontract conditions</i>; and• AS 11004 <i>Dispute Avoidance, Management and Resolution under Contracts</i>.
1.6 Resolution	The Board considers if they wish to nominate someone for this committee and confirms a nominee or seeks interest from members.

4.4 SkillsDMC Update

1.1 Author	Tony Baulderstone
1.2 Approval Authority	National Board
1.3 Version	1.0
1.4 Objective	To update the Board of the current status of SkillsDMC.
1.5 Background	<p>SkillsDMC is currently operating under a 1 year contract to the Government, which is due to finish at the end of December. While they have applied to be an SSO under new arrangements, the current perception is that they will not be successful. Should that be the case, while they do have some other commercial interests, it is likely that they may struggle to survive. Even if they do, there does not seem value in CCF maintaining our interest in them.</p> <p>CCF are currently a Member, represented by the President. Keith McIlwain is a Board Member, but is stepping down in December. Tony Baulderstone is the Alternate Director. Tony also Chairs the Civil Industry Reference Committee, which will continue regardless of SkillsDMC.</p> <p>Due to the uncertainty surrounding these bodies, it is suggested that Tony continue his involvement until a new structure is established and then seek a replacement. Tony would like to transition over the next 6 months.</p>
1.6 Resolution	The Board note the above and considers a suitable longer term replacement.

5 DECISION ITEMS

Tony Baulderstone

5.1 New CEO Bank Access & Credit Card

Tony Baulderstone

1.1 Author	Tony Baulderstone
1.2 Approval Authority	National Board
1.3 Version	1.0
1.4 Objective	Approval of a new Corporate Credit Card for the new CEO & approval to add the new CEO as an “authorised” person on the CCF business bank accounts.
1.5 Background	<p>With the departure of John Miller as CEO, the National Office is without an “authorizing” officer for the CCF business bank accounts also no back-up corporate credit card for larger purchases that exceed the Office Manager’s card.</p> <p>With the appointment of a new CEO in the National Office, Chris Melham, the Board is needed to approve Chris Melham to be an “authorizing” person on the CCF’s bank accounts and to have a corporate credit card. The value of the card is to be set at \$10,000 as per the previous CEO.</p>
1.6 Resolution	The Board is requested to approve the new CEO to become an “authorised” officer on the CCF Bank Accounts and approve a new corporate credit card for the CEO with a limit of \$10,000.
1.7 Attachments	Nil

5.2 EMCC – Termination Deed

Tony Baulderstone

Email to Board Members dated 12/10/16

Board Members,

Peter Attwater contacted me last week and advised that they had reached an arrangement with the person who purchased their other magazines to purchase EMCC.

Peter advise confidentially that they were paying \$75,000.

He has now supplied the attached Termination Deed for us to sign.

RECENT BACKGROUND:

While there is a long history to this, most recently, Informa offered it to us for \$100,000, less accruals for staff entitlements and pre-payments.

We did an analysis to show that the magazine on its own lost money, the magazine plus Plant Specs was borderline breakeven currently, but was going downhill.

It could possibly be viable when combined with an Awards night, however CCF were not keen on this.

We went back to Informa and offered \$50,000, but did not want to be committed to taking on any staff nor running 11 issues.

Informa rejected this and have subsequently negotiated elsewhere.

They advised that we would get 5% of the purchase price. We should also get 5% of the revenue for the last 6 months of operation.

OPTIONS:

Informa need our agreement to sell, so we have some bargaining power if we want.

- We can counter offer, but I don't believe that we want it in its and our current state.
- We can accept, but try for more money – I doubt they will budge.
- We can accept, and try and work with the new owner.

In the latter case, my understanding is that initially this agreement will sever all ties to the magazine and we may or may not be able to reach any agreement with the new owner. As much as he will want us, I suspect that he will not want to pay anything. The upside of that is that we can still give our endorsement to another or start a new magazine ourselves.

We probably should run this Deed past the lawyers, although I am reluctant to spend more on this. I do think, though that it is more complicated than they suggest in this Deed.

Peter is looking for quick feedback as this change will take place at the end of the year and I will need to put to the Nov 4 Board Meeting.

I have forwarded this to Kevin Renfrey, who is discussing with the Beaconsfield Board. They are the ones who will need to sign this document. He will let me know their thoughts.

Please let me know your thoughts and I will prepare a more formal resolution if we have agreement.

Regards

Tony Baulderstone

Termination Deed

The Civil Contractors Federation

Informa Australia Pty Ltd

Beaconsfield Press Pty Limited

**mackenzie
thomas** |

Lawyers

ABN 89 052 422 985
Level 5
44 Pitt Street
Sydney NSW 2000
Our Ref:

Date:	
Parties:	The Civil Contractors Federation ABN ### of ### (CCF)
	Informa Australia Pty Ltd ABN 66 086 268 313 of ### (Informa)
	Beaconsfield Press Pty Ltd ABN 27 001 078 342 of ### (Beaconsfield)

Background

- A On 13 January 1998, Beaconsfield, IBC and CCF entered into the Shareholders Agreement to govern the relationship of IBC and CCF as the only shareholders in Beaconsfield.
- B On or around 13 January 1998, CCF and IBC established the Partnership. In June 2005, IBC and CCF entered into the Partnership Agreement to confirm the terms of the Partnership.
- C On 13 January 1998, Beaconsfield and the Partnership entered into the Partnership Licence Agreement under which Beaconsfield granted the Partnership an exclusive licence to publish the Magazine and to describe the Magazine as the official magazine of CCF.
- D In June 2005, CCF and Beaconsfield entered into the Beaconsfield Licence Agreement under which CCF granted Beaconsfield an exclusive licence to describe the Magazine as the official magazine of the CCF Group.
- E In June 2005, the Partnership and IBC entered into the Informa Licence Agreement under which the Partnership granted IBC an exclusive licence to publish the Magazine and to describe the Magazine as the official magazine of the CCF Group.
- F In or around ###, IBC assigned to Informa all of IBC's rights, and Informa assumed all of IBC's obligations, under the Joint Venture Documents.
- G The parties wish to terminate the Joint Venture and the Joint Venture Documents with effect from the Effective Time.

Operative Part

1. Definitions and interpretation

1.1 Definitions

The following definitions apply unless the context requires otherwise:

Beaconsfield Licence Agreement means the licence agreement between CCF and Beaconsfield dated June 2005 under which CCF granted Beaconsfield an exclusive licence to describe the Magazine as the official magazine of the CCF Group.

CCF Group means CCF and its State and Territory branches.

Effective Time means midnight on ###.

IBC means IBC Conferences Pty Limited ACN 058 229 997 (also described as Informa Aust Pty Limited in some Joint Venture Documents).

Informa Licence Agreement means the licence agreement between the Partnership and IBC dated June 2005 under which the Partnership granted IBC an exclusive licence to publish the Magazine and to describe the Magazine as the official magazine of the CCF Group.

Joint Venture means the joint venture between CCF and IBC (and subsequently Informa) under which the Magazine is published and described as as the official magazine of the CCF Group.

Joint Venture Documents means:

- (a) the Shareholders Agreement;
- (b) the Partnership Agreement;

- (c) the Partnership Licence Agreement;
- (d) the Beaconsfield Licence Agreement;
- (e) the Informa Licence Agreement; and
- (f) all incidental documents relating to any of the above.

Magazine means "The Earthmover and Civil Contractor" magazine.

Partnership means the partnership between CCF and IBC established to act as licensee from Beaconsfield of an exclusive licence to publish the Magazine and to describe the Magazine as the official magazine of CCF and to act as licensor of an exclusive licence to publish the Magazine and to describe the Magazine as the official magazine of the CCF Group.

Partnership Agreement means the partnership agreement between IBC and CCF dated June 2005 that governs rights of the partners in the Partnership.

Partnership Licence Agreement means the licence agreement between Beaconsfield and the Partnership dated 13 January 1998 under which Beaconsfield granted the Partnership an exclusive licence to publish the Magazine and to describe the Magazine as the official magazine of CCF.

Purchase Price means the Purchase Price set out in clause 3.1.

Shareholders Agreement means the shareholders agreement between Beaconsfield, IBC and CCF dated 13 January 1999 that governs rights of the shareholders in Beaconsfield.

1.2 Interpretation

The following rules of interpretation apply unless the context requires otherwise:

- (g) headings and underlinings are disregarded except for the purpose of identifying a section;
- (h) singular includes plural and vice versa and words implying any gender include all other genders;
- (i) a reference to a party by its defined term includes, without limitation, the party's executors, administrators and permitted assigns, or being a company the party's successors and permitted assigns;
- (j) where any term defined in this Deed takes a different form for reasons of grammar, the different form has the corresponding meaning; and
- (k) where the tense of grammar used in this Deed is a particular tense, the provision is intended to be read as at the time of the relevant act, matter, thing or omission as well as at the date of this Deed.

2. Termination

2.1 Termination

On and by virtue of this Deed (and without the need for any other document), each Joint Venture Document is terminated by agreement between the parties.

2.2 Termination not due to default

The parties acknowledge that the termination of the Joint Venture Documents effected by this Deed is not a termination due to any default of any party.

2.3 Cease describing as official magazine of CCF

With effect from the Effective Time, Beaconsfield and Informa may continue to publish the Magazine but must not describe the Magazine as the official magazine of the CCF Group (or make any similar representations).

2.4 CCF entitled to share of revenue until Effective Time

Within 7 days of the Effective Time, Informa must pay CCF all amounts properly payable to CCF under the Joint Venture Documents for transactions up to the Effective Time. Informa must provide CCF with all information reasonably requested by CCF for the purpose of verifying the amount payable to CCF under this clause 2.4.

3. Share transfer

3.1 Sale of shares in Beaconsfield

On exchange of this Deed, CCF must transfer to Informa all shares in Beaconsfield held by CCF free from any encumbrances and Informa must pay to CCF the purchase price of \$3,750 for those shares. CCF acknowledges receipt of the purchase price.

3.2 Increase in Purchase Price

If within 36 months of the date of this Deed, Beaconsfield or Informa sells the rights to publish the Magazine or Informa sells the shares in Beaconsfield for a price that imputes a net transaction value of the Magazine in excess of \$75,000, Informa must immediately pay CCF 5% of the excess.

4. Governing Law and Jurisdictions

4.1 Governing law

This Deed is governed by and construed in accordance with the law of the State of New South Wales.

4.2 Jurisdiction

The parties submit to the non-exclusive jurisdiction of the courts of New South Wales in relation to all matters arising under or relating to this Deed.

Signed sealed and delivered as a deed

Executed by The Civil Contractors Federation by its duly authorised officers in accordance with its constitution:

.....
Director

.....
Director

.....
(Print) Full Name

.....
(Print) Full Name

Executed by Informa Australia Pty Ltd in accordance with section 127 of the Corporations Act 2001 (Cth):

.....
Director

.....
Director/Secretary

.....
(Print) Full Name

.....
(Print) Full Name

Executed by Beaconsfield Press Pty Ltd
In accordance with section 127 of the
Corporations Act 2001 (Cth):

.....
Director

.....
Director/Secretary

.....
(Print) Full Name

.....
(Print) Full Name

5.3 Life Membership Nomination (CONFIDENTIAL)

Andrew Mahar

Email sent to the Board Member 13/10/2016 by Tony Baulderstone prior to the Board Meeting.



NOMINATION FOR LIFE AND HONORARY MEMBERSHIP

GUIDELINES AND FORMS



BACKGROUND

The CCF Rules provide for two Membership categories to recognise outstanding service to the Federation:

Rule 6:

(c) *HONORARY MEMBER – being a person invited by the Board to accept Honorary Membership because of exceptional service to the Federation or the civil construction industry, who accepts such membership.*

(d) *LIFE MEMBER – being a Contractor Member who is an individual or an individual representing a Contractor Member which is a company invited by the Board to accept Life Membership because of exceptional service to the Federation or the Industry, who accepts such membership.*

(v) *No Honorary Members shall*

(a) be eligible for election to a Branch Board or the Board;

(b) be eligible for any other form of membership or to be a representative of a Member;

(c) have power to vote on any matter; or

(d) be required to pay any annual subscription in respect of their membership of the Federation.

(vi) *No Life Member shall be required to pay any annual subscription in respect of their membership of the Federation.*

Life Membership is restricted to those people who have served the Federation in their capacity as the nominated representative of a Contractor Member, as defined under Rule 8 – REPRESENTATION.

Honorary Membership may be granted to persons from a wider group of people who may or may not have been directly involved with a Contractor Member.

These Guidelines establish the base criteria for the nominations to be considered.

1. Life and Honorary Memberships are granted by the National Board
2. Nomination for Life or Honorary Membership generally should come from the relevant Branch, although the National Board may act unilaterally, after appropriate consultation

GUIDELINES - LIFE MEMBERSHIP

The criteria shall include but not be limited to all below:

1. At least ten years' service as a Branch Committee member and/or National Councillor
2. The nominee's work/service to the Federation or Industry during their involvement must include some work/service considered as "exceptional service" which is considered as worthy of the highest honour. For example:
 - *Foundation Treasurer and financial planner*
 - *Chair of a significant subcommittee from initiation through to completion of the task*
 - *Member who has assumed directorships or trustee positions for the CCF, and other important positions representing CCF voluntarily.*
3. Any nomination should be accompanied by a written report and recommendation outlining a brief history of all work/services of the nominee to the Federation or the industry, plus more detail of the exceptional services. *(This will provide a record of the work/service and reasons for the award, but also establish precedents for the award that will help in the assessment of future nominees.)*
4. Any nomination from a Branch Board must have the unanimous support of the Branch Board.
5. For a Life Membership to be awarded there must be unanimous support of the National Board
6. The nominee should be of exemplary moral and ethical standing
7. Life membership can be revoked by the National Board

GUIDELINES - HONORARY MEMBERSHIP

1. The nominee's work/service to the Federation or Industry during their involvement must include some work/service considered as "exceptional service" which is considered as worthy of the highest honour. For example:
 - *Representation of the industry*
 - *Member who has assumed directorships or trustee positions for the CCF, and other important positions representing CCF voluntarily.*
 - *An Associate Member who has contributed above and beyond the norm to the CCF and/or the industry through Branch and/or National involvement.*

2. Any nomination should be accompanied by a written report and recommendation outlining a brief history of all work/services of the nominee to the Federation or the Industry, plus more detail of the exceptional services. *(This will provide a record of the work/service and reasons for the award, but also establish precedents for the award that will help in the assessment of future nominees.)*
3. Any nomination from a Branch Board must have the unanimous support of the Branch Board.
4. For a Honorary Membership to be awarded there must be unanimous support of the National Board
5. The nominee should be of exemplary moral and ethical standing
6. Honorary membership can be revoked by the National Board

NOMINATION PROCESS:

1. Nominations will be accepted on the nomination form in the prescribed format.
2. The completed nomination including supporting information is to be provided to the relevant Branch Board for consideration at a Branch Board meeting.
3. Following acceptance of the nomination by the Branch Board the nomination form together with the Branch Board recommendation is to be forwarded to the CEO (National).
4. The nomination will be put the National CCF Board for consideration.
5. Life and Honorary Memberships ratified by the Board will be conferred at or at a time in conjunction with the national AGM (facilitated by National Office in consultation with the respective Branch).
6. Given the nature of these prestigious awards confidentiality protocols will need to be established on a case by case basis through the nomination process until announcement at the national AGM.



NOMINATION FOR LIFE AND HONORARY MEMBERSHIP

Date: 10 October 2016

I, Domenic De-Fazio hereby nominate

the individual mentioned below as a Life or Honorary Member of the Federation.

(Life member is a representative of a contractor member. Honorary member is not restricted this way).

Nomination is for Life Membership: YES NO Honorary Membership: YES NO

Individual Full Name: John Plumridge

Home Address: 7-9 Brassier Ave Dromana VIC 3936

BH: 03 5981 0322 AH: _____ Mobile: 0417 338 660

Fax: 03 5981 4319 Email Address: john@mawcivil.com.au

Contractor Member name (For Life or Honorary Member if a member's representative)

John Plumridge - Maw Civil Pty Ltd

Address: PO Box 486, Dromana, Victoria, 3936



BH: 03 5981 0322

Mobile: 0417 338 660

State Branch: Victoria

Company / Organisation the individual is employed or involved with (Only For Honorary Member)

Name: _____

Position in Company or
Organisation: _____

Address: _____

BH: _____

Mobile: _____

Email
Address: _____

History or involvement within the Federation and the Civil Construction Industry (attach supporting documentation as needed):

- As a Director of Sandridge Roads P/L joined CCF Victoria in September 1989
- As the Managing Director of Maw Civil joined CCF in June 2000
- John Plumridge held the following Executive positions on the CCF Victorian Board:
 - President from 2006 to 2008.
 - Vice President 2003-2005 and 2010-2012.
 - Honorary Treasurer 2015-current.
 - National Board Delegate 2004-2006.
 - Alt. National Board Delegate 2015-current.
- John was awarded the prestigious Ken Edgley Medal in 2011 for outstanding service to the industry and CCF at both Branch and National levels.
- John has been a Victorian Earth Awards Judge since 2011 to current and has supported the Awards on many occasions through the entry of various projects, Maw Civil was awarded a Category 1 Victorian Earth Award in 2016.

History of John Plumridge's involvement with the civil construction industry and CCF

John entered the industry some 40+ years ago as a machine operator with the now defunct MECHIO Constructions Pty Ltd. John worked on several notable projects including the Eastern Freeway and the original Monash and Mornington Peninsula Freeways. In the mid 1980's John, in partnership with John Sandy formed the company Sandridge Roads Pty Ltd which is when John first became involved in CCF in 1989, Sandridge roads remains a member of CCF to this day.

With the formation of JAPCO Pty Ltd, John was appointed Managing Director, which saw his continuance in the civil contracting environment. In February 2000 John identified an opportunity to expand quickly through the acquisition of the second generation and Mornington Peninsula based T W Maw & Sons Constructions. By quickly merging the resources of Japco and TW Maw and Sons, John established the largest civil contracting company on the Mornington Peninsula.

John has continued the diversification of the business across a number of key areas of civil construction including Earthworks, Land Development, Plant Hire, Marine Construction and Services and more recently Pipeline Inspection services.

Exceptional Work / Service for Nomination (attach supporting documentation as needed):

John Plumridge, has for over 40 years contributed to the civil construction industry through the many facets of his personal knowledge, skill, dedication and commitment.

Many of his fellow contractors have had the opportunity to seek guidance and advice from John on difficult projects, business anomalies, how to deal with difficult clients or simply how to get the job done in the most efficient possible way. Whilst the answers given have not always been appreciated, they have been offered with John's characteristic directness and at times colourful good humour.

From the CCF perspective, John has offered his time, knowledge and strong council freely and without question. This commitment to the CCF is clearly demonstrated by John's Victorian Branch involvement at Board level, spanning some 15 continuous years (John became a Board Member in August 2001). John, while never being one

to "stand in the back row" elevated his CCF commitment to continuously hold executive positions on the Victorian Board from 2003 to his current role of Honorary Treasurer.

Notwithstanding his Board commitments, John has maintained his support of the notion of rewarding excellence in civil construction by volunteering to be an Earth Awards Judge at Branch level for a number of years, following in the footsteps of Ken Edgley.

In addition to his commitment to both industry and CCF, John has also freely offered his vast knowledge to many of the CCF Staff over the years of his involvement. Rarely do successive CEOs and Senior Branch staff have the opportunity to mine such a vast resource of industry and people knowledge to assist them in their various roles, in many ways John has been able to contribute personally to the significant success of the Victorian Branch over many years.

John, and his wife Georgina have both also contributed widely to the social aspect of CCF Membership through their attendance at many Victorian functions and through their consistent support of the CCF National Conferences.

From the perspective of his industry peers, who collectively regard John in the highest esteem, a selection of evidentiary references is provided at attachment 1 & 2 to demonstrate his personal standing in the industry and subsequent worthiness to be awarded life membership of CCF.

We the undersigned, firmly believe that John Plumridge's contribution to the civil construction industry and to the civil Contractors Federation has been outstanding over many years and can be readily compared with the contributions of other Life Members of CCF.

Nominator's Signature:

Nominator's Name: Domenic De-Fazio



Representative of a Contractor Member Name: Fulton Hogan

Date: 10 October 2016

Seconders Name: Andrew Mahar

Seconders Signature:



Representative of a Contractor Member Name: Pipecon Pty Ltd

Date: 10 October 2016

Attachments 1 & 2

Personal References:

Ken Edgley Life Member - Civil Contractors Federation (1979)

Gary Gardner, Life Member – Civil Contractors Federation (2015)

ATTACHMENT 1

Supporting reference for CCF Life Membership

03 October 2016

John Plumridge

I was a Branch Committee member when John joined the committee in 2001 and I can acknowledge his continuous involvement at Committee level until now.

Whilst my involvement at committee level finished around 2005 I was involved with administration and committee by acting on their behalf as consultant and or representative on a number of projects. From 2001 and up until recent years I saw and recognised Johns input and commitment to the federation.

Other attachments to the nomination record John's Vic Branch and National Delegate office positions and the terms involved.

John and his company's other important influence and commitment has been to support the training, functions, meetings, seminars, or conferences, at both State and National level. At these industry functions John's experience and knowledge became valuable and respected.

The ability and willingness to share knowledge and offer comment to help others in the industry, is an important feature of membership. John has certainly assisted and given others confidence on what to do or what not to do, on many occasions.

From his first involvement with the Civil Contractors Federation when he was just starting, to now when he runs a large civil construction company is a good example to other members what can be achieved and how CCF can assist.

I support the nomination from Vic Branch and wish them success at National Level.

Ken Edgley CCF National Life Member

ATTACHMENT 2

6th October 2015

**CIVIL CONTRACTORS FEDERATION
11 NATIONAL CIRCUIT
BARTON ACT 2600**

RE: JOHN PLUNRIDGE

I have had the privilege to have known John for over twenty years and over that time I believe we have become extremely good friends. John was elected to the Victorian Branch Board of the CCF in 2001.

Since being elected to the board John has always been a very active board member he became Vice president after two years and succeeded myself as president at the end of 2006 which he held for two years. Since his term as President John has most times been there when needed when we have struggled for executive positions he has stood up, which has seen him take on the position of Vice President again and more recently Treasurer.

On a National perspective I believe John has been a great supporter of the National brand having been a National delegate and has most years been an attendee of the National conference where ever it has been throughout Australia.

Throughout the many years I have known John on a professional or personal level I have always found him to act with very high morals and ethical standards.

If you wish to discuss any of the above matters further please do not hesitate in contacting me.

**YOURS SINCERELY,
CIVILWORX CONSTRUCTIONS PTY LTD**

**GARY GARDINER
DIRECTOR**

5.4 Board Reimbursement Costs - Equalisation

Nick Zardo

5.5 National Training Resource Unit (NTRU)

Gerard Beltrame

1.1 Author	Phillip Sutherland, CEO, CCF SA Branch
1.2 Approval Authority	National Board
1.3 Version	1.0
1.4 Objective	The National Board approves to enable Civil Train SA to progress NTRU resource and eLearning development for CCF nationally
1.5 Benefit to Members	<ul style="list-style-type: none">• Resources will be systematically updated, addressing current compliance and currency issues• All Civil Train will have access to current materials as they are developed• No duplication of process• ELearning will be available to all Civil Trains• Reduction in cost of print materials once print contract is transferred• Cost of training delivery may be reduced due to a blended approach
1.6 Background	<p>The National Training Resource Unit was set up by the CCF National office to develop and provide industry specific training materials to the Civil Train community.</p> <p>National office, NSW, VIC, SA, WA and QLD invested capital funds and technical expertise into the development of approximately 170 texts (resources)</p> <p>Dividends from the revenue arising from the sale of these resources within the Federation is re distributed to the above shareholders.</p> <p>It is our understanding the development of the NTRU resources halted approximately five years ago. To date there have only been minor amendments to each of the publications to remove unit codes in order to meet compliance requirements, however there has been no mechanism to systematically review and update the content of the resources in this time.</p> <p>Soft copies of the materials have not been available.</p>
1.7 Discussion	This decision be tabled and discussed by the National Board.
1.8 Projected Cost	<ul style="list-style-type: none">• Under the existing arrangement there is no reserve for the upgrade of the materials.• Rebates from the sale of books are currently distributed to shareholder states on a quarterly basis• We propose the rebate is reinvested to enable the review and re-development of the resources on an ongoing basis.• Based on preliminary discussions with an eLearning and print house provider we believe we can reduce the cost of the printed resources to all Civil Trains nationally by 20% effective immediately.

<p>1.9 Proposal</p>	<p>Civil Train SA proposes to:</p> <ul style="list-style-type: none"> • Review and redevelop selected units • Ensure print materials are current and compliant • Re-format print resources to integrate eLearning content through the use of QR codes to facilitate blended delivery • Establish an eLearning platform to reduce the cost of delivery <p>To do this we will:</p> <ul style="list-style-type: none"> • Engage a local print house to reduce costs to Civil Train across Australia • Engage a local online training and learning management system (LMS) provider to create eLearning resources to enable flexible delivery including online, blended or face to face training to Civil Train clients. • Engage with state branches in the validation of revised resources.
<p>1.10 Resolution</p>	<p>The National Board approved enabling Civil Train SA to progress NTRU resources and eLearning development for CCF nationally.</p>
<p>1.11 Attachments</p>	<p>Memorandum prepared by CCF SA.</p>

CCFSA BRANCH MEMO

TO: CCF NATIONAL BOARD

DATE: MONDAY 10 OCTOBER 2016

SUBJECT: National Training Resource Unit (NTRU)

AUTHOR: Phillip Sutherland, CEO SA Branch

Introduction:

As the peak industry body for the civil sector, the Civil Contractors Federation should strive to be the exemplar in training delivery including technical expertise, quality and currency of all learning materials and resources delivered through its training arm Civil Train.

To this end, CCF SA proposes to undertake re-development and ongoing maintenance of selected units originally developed under the auspices of the NTRU, ensure compliance, currency and best practice. Furthermore, to meet the expectations of learners and industry, we believe that flexible and electronic learning media should be available to ensure Civil Train is in line with the market and regains its competitive advantage.

CCF SA's Civil Train is the largest RTO within the Federation and has the expertise and ability to redevelop the materials to the level described above. This paper explores the current issues with the materials, how we plan to rectify those issues, how this can be resourced effectively through the Federation.

Background:

The National Training Resource Unit was set up by the CCF National office to develop and provide industry specific training materials to the Civil Train community.

National office, NSW, VIC, SA, WA and QLD invested capital funds and technical expertise into the development of approximately 170 texts (resources)

Dividends from the revenue arising from the sale of these resources within the Federation is re distributed to the above shareholders.

It is our understanding the development of the NTRU resources halted approximately five years ago. To date there have only been minor amendments to each of the publications to remove unit codes in order to meet compliance requirements, however there has been no mechanism to systematically review and update the content of the resources in this time.

Soft copies of the materials have not been available.

Current issues:

1. Materials are out of date

It has been five years since the NTRU resources were developed and since that time no review or updates have been undertaken in regards to their technical content.

2. Materials are non-compliant

There have been three updates to the RII training package since the development of the resources. The only amendments made has been the removal of the incorrect unit code and outdated mapping from the resources.

3. Books are only available in hard copy

The materials need to be available electronically to meet learner expectations

4. The resources are not structured for eLearning

The resources will require significant structural change to be compatible and appropriate for an eLearning platform.

Proposal:

Civil Train SA proposes to:

- Review and redevelop selected units
- Ensure print materials are current and compliant
- Re-format print resources to integrate eLearning content through the use of QR codes to facilitate blended delivery
- Establish an eLearning platform to reduce the cost of delivery

To do this we will:

- Engage a local print house to reduce costs to Civil Train across Australia
- Engage a local online training and learning management system (LMS) provider to create eLearning resources to enable flexible delivery including online, blended or face to face training to Civil Train clients.
- Engage with state branches in the validation of revised resources.

Financial Arrangements:

- Under the existing arrangement there is no reserve for the upgrade of the materials.
- Rebates from the sale of books are currently distributed to shareholder states on a quarterly basis
- We propose the rebate is reinvested to enable the review and re-development of the resources on an ongoing basis.
- Based on preliminary discussions with an eLearning and print house provider we believe we can reduce the cost of the printed resources to all Civil Trains nationally by 20% effective immediately.

Option 1:

- Civil Train SA is granted soft copies of the NTRU resources with permission to change/amend and redevelop the content for eLearning.
- JT Press continues to print the existing resources and rebate remains

Advantages:

- No change to current rebate arrangements

Disadvantages:

- NTRU printed resources will not benefit from the revision of content which will be used for eLearning development
- Potential duplication of investment if other Civil Trains develop eLearning materials.
- Cost of printing is not reduced

Option 2:

- Civil Train SA revises and re-develops print books integrating QR codes to link to media

- Civil Train SA receives a rebate for the sale of the revised books when purchased by interstate Civil Trains
- Book that are not revised continue to be printed by JT Press until contract expires or until units are revised by Civil Train SA.
- New print house managed by Civil Train SA will take over the contract to enable the reduction in cost of printed materials to all Civil Trains
- ELearning units will be available to interstate Civil Trains. SA will receive a rebate from each unit sold within the Federation online to recover upfront investment in eLearning units.

Option 2(a)

- All rebates to be redirected to Civil Train SA to fast track the update of print and eLearning units.

Advantages:

- Resources will be systematically updated, addressing current compliance and currency issues
- All Civil Trains will have access to current materials as they are developed
- No duplication of process
- ELearning will be available to all Civil Trains
- Reduction in cost of print materials once print contract is transferred
- Cost of training delivery may be reduced due to a blended approach

Disadvantages:

- Civil Train SA will need to invest capital up front
- Reduction in rebates under new print arrangements

Intellectual Property:

Initial discussion with the eLearning provider indicates intellectual property will be addressed as follows:

- The proposed contractual arrangements ensure materials provided to the LMS Provider remain the property of CCF
- ELearning content will only be accessed by Civil Train learners issued with a current username and password.
- ELearning content will be locked and users will not be able to save or print the content from the website.
- All data is stored in Australian data vaults

It is recommended that:

The National Board approves Option 2 enabling Civil Train SA to progress NTRU resource and eLearning development for CCF nationally

5.6 ACIRT Board Member

Tony Baulderstone



4th October 2016

Mr Mick Boyle
NSW Branch President

cc David ~~Castledine~~

Dear Mick,

NATIONAL POSITION ON ACIRT BOARD

The Civil Contractors Federation is a shareholder, and as such, holds a position on the Board of ACIRT Pty Ltd (also known as the Australian Construction Industry Redundancy Trust). For a number of years now, Chris White, formerly National CEO, has occupied this position. The National Board considers that our representative should be someone more | closely aligned with the current National or Branch organisation.

While it has some coverage in other states, it appears that ACIRT primarily operates in NSW and the ACT it was decided to contact each of these Branches to seek expressions of interest in filling this role. The National position is that the preferred candidate is someone who currently sits on the Branch or National Board. A decision will also need to take into account the longevity of this role as we do not wish to be continually changing our nominee. The Board would also consider an appropriate CCF Staff member if that were considered appropriate. Currently, the ACIRT Board meets 5 times a year in different locations. ACIRT would cover all normal travel costs of the Director.

There is currently a \$3,000 Director Fee per meeting, however the National Board will continue to retain this amount.

We would be pleased if your Branch wished to nominate a candidate and I will be happy to discuss this further if you wish.

Regards

TONY BAULDERSTONE
National President
Civil Contractors Federation

tbaulderstone@civilcontractors.com

CCF NATIONAL OFFICE

PHONE 01 627 597 530

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11 National Circuit
Barton ACT 2600

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6 OTHER BUSINESS

Tony Baulderstone

6.1 National Office Update

Tony Boulderstone

6.2 National Board Positions

Tony Baulderstone

1.1 Author	Tony Baulderstone
1.2 Approval Authority	National Board
1.3 Version	1.0
1.4 Objective	To fill the position of National President, and elect a new National Vice President, following the resignation of Tony Baulderstone.
1.5 Background	<p>Tony Baulderstone has submitted his resignation effective 4th November. The Constitution confirms that as the casual vacancy has occurred more than ¼ into the term, no election is required. The Vice President will automatically fill the position of President, and the Board will need to elect a new National Vice President from one of the existing National Board Members.</p> <p>The WA Branch can also nominate another person to act as National Board Member, although given the forthcoming constitutional change, this should be considered carefully.</p>
1.6 Resolution	<p>The Board confirms that Michael Unger will be the National President effective 5th November.</p> <p>The Board Nominates XXXX as the new National Vice President.</p> <p>The Board Considers the position of WA Board Member.</p>
1.7 References	Reference to Constitution Clause 31 (not attached)

6.3 Re-structure

Tony Baulderstone

6.4 Sale of Mobile Training Units

Gerard Beltrame

1.1 Author	Gerard Beltrame
1.2 Approval Authority	National Board
1.3 Version	1.0
1.4 Objective	To inform the National Board of the sale of the MTU's.
1.5 Benefit to Members	A stronger Financial position for the SA Branch.
1.6 Background	Two mobile training units were purchased by the SA Branch through the Education Investment Grant, each consisting a prime mover and trailer.
1.7 Discussion	<p>These assets have been significantly under utilised and are superfluous to the needs of Civil Train.</p> <p>The cost of registration and insurance each year in total is high and the cost to utilise these assets at remote locations is not commercial.</p> <p>The EIF agreement ceases next month and there are no legal implications with this disposal.</p>
1.8 Business Case Attached?	No, but has been analysed in detail by the SA Branch.
1.9 Projected Cost	These assets have been virtually written off and a profit of approximately \$83,000 will be realized on the sale.
1.10 Proposal	The SA Branch will dispose of these assets in the most cost effective manner after appropriate due diligence.
1.11 Resolution	The National Board Note this paper
1.12 Attachments	Advertisement and Position Description

7 NEXT MEETING

Tony Boulderstone

National Board - Meeting Calendar 2016/ 17			
Month	Location	Date	Notes
November 2016	Canberra	4 th November	<ul style="list-style-type: none">❖ July & Aug, Sept Data❖ Including Earth Awards, Board Meeting, with an invite to the Branch CEOs and Presidents and the AGM
February 2017	Sydney	23rd February	<ul style="list-style-type: none">❖ Oct, Nov & Dec Data
May 2017	Canberra	18 th May	<ul style="list-style-type: none">❖ Jan, Feb & March Data
August 2017	Canberra	25 th August	<ul style="list-style-type: none">❖ April, May & June Data
October 2017	Canberra	27 th October	<ul style="list-style-type: none">❖ July, August, Sept Data❖ Earth Awards, Board Meeting & AGM, & Summit???