



# AGENDA

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# WORKS AND SERVICES COMMITTEE

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SEPTEMBER 2023



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## SHIRE OF WAGIN

### NOTICE OF MEETING

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Dear President and Councillors Ball, Kilpatrick, Longmuir, and West

The next Works and Services Committee Meeting will be held

**ON:** 8<sup>th</sup> September 2023

**WHERE:** Council Chambers, Shire Office

**AT:** 2pm

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Mark Hook  
**ACTING CHIEF EXECUTIVE OFFICER**

*Note: That, under section 5.65 of the Local Government Act 1995, care should be exercised by all councillors to ensure that a 'financial interest' is declared and that they refrain from voting on any matters which are considered that may come within the ambit of the Act.*



**Agendas and Minutes are available on the Shire website [www.wagin.wa.gov.au](http://www.wagin.wa.gov.au)  
Alternative formats are also available upon request.**

#### **DISCLAIMER**

No responsibility is implied or accepted by the Shire of Wagin for any act, omission or statement or intimation occurring during Council or committee meetings.

The Shire of Wagin disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or committee meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or committee meeting does so at that person's or legal entity's own risk.

In particular and without detracting in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any member or officer of the Shire of Wagin during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Wagin

The Shire of Wagin advises that anyone who has any application lodged with the Shire of Wagin shall obtain and should only rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Wagin in respect of the application.

**Mark Hook**  
ACTING CHIEF EXECUTIVE OFFICER

#### **GIFTS DISCLOSURE INFORMATION**

**The Gifts Register contains the disclosures of gifts that have been made by Elected Members, the Chief Executive Officer and Employees in their official capacity.**

To adhere with the changes to gift disclosure regulations in the *Local Government Legislation Amendment Act 2019*, passed by Parliament on 27 June 2019, the Shire of Wagin provides gift disclosure information in the interests of accountability and transparency.

Elected Members and the Chief Executive Officer are required to disclose gifts which are valued over \$300 or are two or more gifts with a cumulative value over \$300 (where the gifts are received from the same donor in a 12 month period) within 10 days of receipt [Sections 5.87A & 5.87B *Local Government Act 1995*].

The Act and Regulations require the Chief Executive Officer to publish an up to date version of the Gifts Register on the Shire's website after a disclosure is made. To protect the privacy of individuals, the register published on the website does not include the address disclosed by an individual donor and will instead include the town or suburb.



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## SHIRE OF WAGIN

Agenda for the Works and Services Committee meeting to be held in the Council Chambers on 8<sup>th</sup> September 2023 commencing at 2pm

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## 1. OFFICIAL OPENING

The Chairperson, Cr G R Ball opened the meeting \_pm.

## 2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

### 2.1 ATTENDANCE

Cr Greg Ball	Chairperson
Cr Ann O'Brien	Councillor
Cr Wade Longmuir	Councillor
Mark Hook	Acting Chief Executive Officer
Allen Hicks	Manager of Works

### 2.2 APOLOGIES

Cr Geoff West	Councillor
Cr Phillip Blight	Councillor

## 3. PETITIONS/DEPUTATIONS/PRESENTATIONS

## 4. DISCLOSURE OF FINANCIAL AND OTHER INTERESTS

### 4.1 DISCLOSURE OF FINANCIAL INTEREST – Local Government Act Section 5.60a

### 4.2 DISCLOSURE OF PROXIMITY INTEREST – Local Government Act Section 5.60b

### 4.3 DISCLOSURE OF IMPARTIALITY INTEREST – Administration Regulation Section 34c

## 5. CONFIRMATION OF PREVIOUS MEETING MINUTES

### 5.1 MINUTES FROM THE WORKS AND SERVICES COMMITTEE MEETING HELD 03 MAY 2023

## COMMITTEE DECISION

Moved Cr

Seconded Cr

**That the minutes of the Works and Services Committee meeting held on 03 May 2023 and circulated to all Councillors, be confirmed as a true and accurate record.**

**Carried 0/0**



## 6. CORRESPONDENCE AND REPORTS

## 7. GENERAL BUSINESS

### 7.1 QOUTES FOR CEO VEHICLE 2023/24

PROPONENT:	Manager of Works
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Allen Hicks, Manager of Works
SENIOR OFFICER:	Mark Hook, Acting Chief Executive Officer
DATE OF REPORT:	28 August 2023
PREVIOUS REPORT(S):	Not Applicable
DISCLOSURE OF INTEREST:	Not Applicable
FILE REFERENCE:	PL.TE.1
ATTACHMENTS:	<ul style="list-style-type: none"><li>Tender Spreadsheet (Under confidential cover)</li></ul>

#### OFFICER RECOMMENDATION

**Moved Cr**

**Seconded Cr**

**That the Committee recommend Council accept the quote received from Narrogin Isuzu for the supply of a Isuzu 4x4 mu-x Auto for the changeover price of \$20,982.00**

**Carried 0/0**

#### BRIEF SUMMARY

Submissions have been received for the Quotes to replace councils 2018 Isuzu MU-X 4X4.

#### BACKGROUND/COMMENT

A Quotation was sent out to Narrogin Isuzu, and Narrogin Toyota on the 28<sup>th</sup> August 2023 calling for Quotes for the changeover or outright purchase of councils 2018 Isuzu Mu-x. The change over budget is \$13,944 there is a short fall of \$7,038 Transfer the savings of \$38,000 from the Conplant Multi Tyred roller.

#### CONSULTATION/COMMUNICATION

Nil

#### STATUTORY/LEGAL IMPLICATIONS

The quote Provisions within the local government Act 1995 and Local Government Regulations apply.

#### POLICY IMPLICATIONS

Nil

#### FINANCIAL IMPLICATIONS

Allocations to impact on the 2023/24 Budget.

#### STRATEGIC IMPLICATIONS



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Nil

**VOTING REQUIREMENTS**

Simple Majority

## 7.2 QUOTES FOR GARDENERS UTE

PROPONENT:	Manager of Works
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Allen Hicks, Manager of Works
SENIOR OFFICER:	Mark Hook, Acting Chief Executive Officer
DATE OF REPORT:	25 August 2023
PREVIOUS REPORT(S):	Not Applicable
DISCLOSURE OF INTEREST:	Not Applicable
FILE REFERENCE:	PL.TE.1
ATTACHMENTS:	<ul style="list-style-type: none"><li>Tender Spreadsheet (Under confidential cover)</li></ul>

### OFFICER RECOMMENDATION

**Moved Cr**

**Seconded Cr**

**That the Committee recommend Council accept the quote received from Narrogin Isuzu for the supply of a Isuzu 2x4 single cab ute for the changeover price of \$20,844.00**

**Carried 0/0**

### BRIEF SUMMARY

Submissions have been received for the Quotes to replace councils 2020 Toyota Work Mate Ute.

### BACKGROUND/COMMENT

A Quotation was sent out to Narrogin Isuzu, Narrogin Toyota and Narrogin Ford on the 2<sup>nd</sup> August 2023 calling for Quotes for the changeover or outright purchase of councils Gardeners 2x4 Toyota ute. The change over budget is \$16,648 there is a short fall of \$4,196 Transfer the savings of \$10,845 from the works managers vehicle.

### CONSULTATION/COMMUNICATION

Nil

### STATUTORY/LEGAL IMPLICATIONS

The quote Provisions within the local government Act 1995 and Local Government Regulations apply.

### POLICY IMPLICATIONS

Councils Purchasing Policy Applies.

### FINANCIAL IMPLICATIONS

Allocations to impact on the 2023/24 Budget.

### STRATEGIC IMPLICATIONS

Nil





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## VOTING REQUIREMENTS

Simple Majority



## 7.3 QUOTES FOR WORKS MANAGER UTE

PROPONENT:	Manager of Works
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Allen Hicks, Manager of Works
SENIOR OFFICER:	Mark Hook, Acting Chief Executive Officer
DATE OF REPORT:	25 August 2023
PREVIOUS REPORT(S):	Not Applicable
DISCLOSURE OF INTEREST:	Not Applicable
FILE REFERENCE:	PL.TE.1
ATTACHMENTS:	<ul style="list-style-type: none"><li>Tender Spreadsheet (Under confidential cover)</li></ul>

### OFFICER RECOMMENDATION

**Moved Cr**

**Seconded Cr**

**That the Committee recommend Council accept the quote received from Narrogin Isuzu for the supply of a Isuzu 4x4 dual cab Ute for the changeover price of \$6,348.00**

**Carried 0/0**

### BRIEF SUMMARY

Submissions have been received for the Quotes to replace councils 2020 Toyota Hilux Ute.

### BACKGROUND/COMMENT

A Quotation was sent out to Narrogin Isuzu, Narrogin Toyota and Narrogin Ford on the 4<sup>th</sup> of August 2023 calling for Quotes for the changeover or outright purchase of councils works managers 4x4 Toyota ute.

### CONSULTATION/COMMUNICATION

Nil

### STATUTORY/LEGAL IMPLICATIONS

The quote Provisions within the local government Act 1995 and Local Government Regulations apply.

### POLICY IMPLICATIONS

Councils Purchasing Policy Applies.

### FINANCIAL IMPLICATIONS

Allocations to impact on the 2023/24 Budget.

### STRATEGIC IMPLICATIONS

Nil

### VOTING REQUIREMENTS

Simple Majority



## 7.4 TENDER FOR NEW ROLLER

PROPONENT:	Manager of Works
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Allen Hicks, Manager of Works
SENIOR OFFICER:	Mark Hook, Acting Chief Executive Officer
DATE OF REPORT:	25 August 2023
PREVIOUS REPORT(S):	Not Applicable
DISCLOSURE OF INTEREST:	Not Applicable
FILE REFERENCE:	PL.TE.1
ATTACHMENTS:	<ul style="list-style-type: none"><li>Tender Spreadsheet (Under confidential cover)</li></ul>

### OFFICER RECOMMENDATION

**Moved Cr**

**Seconded Cr**

**That the Committee recommend Council accept the tender received from Conplant PTY LTD for the supply of a Wacker Neuson RR280T3 multi tyre roller for the changeover price of \$154,110 including \$2,110 of optional extras ex GST**

**Carried 0/0**

### BRIEF SUMMARY

Submissions have been received for the tender to replace councils 2007Bomag multi tried roller

### BACKGROUND/COMMENT

An advertisement was placed in Walga E-quotes on the 4<sup>th</sup> of August 2023 calling for tenders for the changeover or outright purchase of councils Bomag multi tried roller,

### CONSULTATION/COMMUNICATION

Nil

### STATUTORY/LEGAL IMPLICATIONS

The Tenders Provisions within the local government Act 1995 and Local Government Regulations apply.

### POLICY IMPLICATIONS

Councils Purchasing Policy Applies.

### FINANCIAL IMPLICATIONS

Allocations to impact on the 2023/24 Budget.

### STRATEGIC IMPLICATIONS

Nil

### VOTING REQUIREMENTS

Simple Majority



## 7.5 TENDER FOR CEMENT STABILISING

PROPONENT:	Manager of Works
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Allen Hicks, Manager of Works
SENIOR OFFICER:	Mark Hook, Acting Chief Executive Officer
DATE OF REPORT:	25 August 2023
PREVIOUS REPORT(S):	Not Applicable
DISCLOSURE OF INTEREST:	Not Applicable
FILE REFERENCE:	PL.TE.1
ATTACHMENTS:	<ul style="list-style-type: none"><li>Tender Spreadsheet (Under confidential cover)</li></ul>

### OFFICER RECOMMENDATION

Moved Cr

Seconded Cr

**That the Committee recommend Council accept the tender received from Western Stabilising to cement stabilising sealed roads at a cost of \$166,226.90 inc GST**

**Carried 0/0**

### BRIEF SUMMARY

Submissions have been received for the tender of cement stabilising bitumen roads.

### BACKGROUND/COMMENT

An advertisement was placed in Walga E-Quotes on the 11<sup>th</sup> of August 2023 calling for quotes to cement stabilise rural roads as per budget requirements.

### CONSULTATION/COMMUNICATION

Nil

### STATUTORY/LEGAL IMPLICATIONS

The Tenders Provisions within the local government Act 1995 and Local Government Regulations apply.

### POLICY IMPLICATIONS

Councils Purchasing Policy Applies.

### FINANCIAL IMPLICATIONS

Allocations to impact on the 2023/24 Budget.

### STRATEGIC IMPLICATIONS

Nil

### VOTING REQUIREMENTS

Simple Majority



## 7.6 TENDER FOR SUPPLYING AND LAYING OF BITUMEN

PROPONENT:	Manager of Works
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Allen Hicks, Manager of Works
SENIOR OFFICER:	Mark Hook, Acting Chief Executive Officer
DATE OF REPORT:	25 August 2023
PREVIOUS REPORT(S):	Not Applicable
DISCLOSURE OF INTEREST:	Not Applicable
FILE REFERENCE:	PL.TE.1
ATTACHMENTS:	<ul style="list-style-type: none"><li>Tender Spreadsheet (Under confidential cover)</li></ul>

### OFFICER RECOMMENDATION

**Moved Cr**

**Seconded Cr**

**That the committee recommend Council accept the tender received from Fulton Hogan for the supply and lay bitumen full service including aggregate at a cost of \$375,556.85 inc GST**

**Carried 0/0**

### BRIEF SUMMARY

Submissions have been received for the tender of a full service to supply and lay bitumen including aggregate.

### BACKGROUND/COMMENT

An advertisement was placed in Walga E-Quotes on the 15 of August 2023 calling for the supply and lay of 39540 m2 of hot bitumen including aggregate.

### CONSULTATION/COMMUNICATION

Nil

### STATUTORY/LEGAL IMPLICATIONS

The Tenders Provisions within the local government Act 1995 and Local Government Regulations apply.

### POLICY IMPLICATIONS

Councils Purchasing Policy Applies.

### FINANCIAL IMPLICATIONS

Allocations to impact on the 2023/24 Budget.

### STRATEGIC IMPLICATIONS

Nil

### VOTING REQUIREMENTS

Simple Majority



## 8 CLOSURE

There being no further business the Chairperson thanked those in attendance and closed the meeting at

I certify that this copy of the Minutes is a true and correct record of the meeting held on 8<sup>th</sup> of September 2023

*Signed:*

.....  
*Chairperson*

Date: