



MINUTES

WORKS AND SERVICES COMMITTEE

08 SEPTEMBER 2023



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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.



SHIRE OF WAGIN

Minutes for the Works and Services Committee meeting to be held in the Presidents Suite
on 8th September 2023 commencing at 2pm

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1. OFFICIAL OPENING

The Chairperson, Cr G R Ball opened the meeting 2.02 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
Cr Bryan Kilpatrick	Councillor
Mark Hook	Acting Chief Executive Officer
Allen Hicks	Manager of Works
Janet Innes	Administration Officer

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 W J Longmuir

Seconded Cr B L Kilpatrick

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 4/0

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">Tender Spreadsheet (Under confidential cover)

OFFICER RECOMMENDATION/COMMITTEE DECISION

Moved Cr B L Kilpatrick

Seconded Cr W J Longmuir

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

Carried 4/0

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 28th 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

Nil

VOTING REQUIREMENTS

Simple Majority

Unconfirmed

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">Tender Spreadsheet (Under confidential cover)

OFFICER RECOMMENDATION/COMMITTEE DECISION

Moved Cr W J Longmuir

Seconded Cr B L Kilpatrick

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

Carried 4/0

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 2nd 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. Propose to transfer the savings of \$10,845 from the works managers vehicle to cover the cost.

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

Unconfirmed

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">Tender Spreadsheet (Under confidential cover)

OFFICER RECOMMENDATION/COMMITTEE DECISION

Moved Cr B L Kilpatrick

Seconded Cr W J Longmuir

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

Carried 4/0

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 4th 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">Tender Spreadsheet (Under confidential cover)

OFFICER RECOMMENDATION/COMMITTEE DECISION

Moved Cr W J Longmuir

Seconded Cr B L Kilpatrick

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 4/0

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 4th 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">Tender Spreadsheet (Under confidential cover)

OFFICER RECOMMENDATION/COMMITTEE DECISION

Moved Cr W J Longmuir

Seconded Cr B L Kilpatrick

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 4/0

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 11th 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">Tender Spreadsheet (Under confidential cover)

OFFICER RECOMMENDATION/COMMITTEE DECISION

Moved Cr B L Kilpatrick

Seconded Cr W J Longmuir

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 4/0

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

7.7 PLANT REPLACEMENT PROGRAM

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:	7 TH September 2023
PREVIOUS REPORT(S):	Not Applicable
DISCLOSURE OF INTEREST:	Not Applicable
FILE REFERENCE:	PL.TE.1
ATTACHMENTS:	<ul style="list-style-type: none">Plant Replacement Program (Under confidential cover)

OFFICER RECOMMENDATION/COMMITTEE DECISION

Moved Cr W J Longmuir

Seconded Cr B L Kilpatrick

That works committee review the plant replacement program every year at budget time.

Carried 4/0

BRIEF SUMMARY

At a previous council meeting it was raised by Cr West to defer the purchase of some of the ute's due to low Kim's, minimal usage, etc, with a suggestion for a complete review of the Shire equipment replacement program be undertaken.

BACKGROUND/COMMENT

Previously councils plant replacement program was changing over small vehicle at 40,000 km this was changed by council to 3 years or 80,000 km and large plant was to remain the same and if there was any alteration to be carried out at budget time. That Plant replacement program is based on best resale value for council, the longer the shire keeps a vehicle after the recommended time the more it devalues.

CONSULTATION/COMMUNICATION

Nil

STATUTORY/LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Councils Purchasing Policy Applies.

FINANCIAL IMPLICATIONS

Allocations to impact on the 2023/24 Budget.



STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

Unconfirmed



8 CLOSURE

There being no further business the Chairperson thanked those in attendance and closed the meeting at 2.54 pm

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

Signed:

.....

Chairperson

Date:

.....

Unconfirmed