Shire of Perenjori

Plant and Works Committee Meeting

MINUTES

9th November 2016

Held in the Shire of Perenjori Council Chambers, Fowler Street, Perenjori on

9th November 2016 commenced at 5.00 pm.

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Shire of Perenjori

Plant and Works Committee Meeting

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9th November 2016

16111  PRELIMINARIES

16111.1  DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

Cr G Reid declared the meeting open at 5.10 pm.

16111.2  DISCLAIMER READING

16111.3  RECORDS OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

Cr G Reid
Cr P Waterhouse
Cr R Desmond
Ali Mills – CEO
Ken Markham – MIS

Apology;
Cr K Pohl

16111.4  NOTATIONS OF INTEREST

Financial Interest – Local Government Act s 5.60A
Proximity Interest – Local Government Act s 5.60B
Interest Affecting Impartiality – Shire of Perenjori Code of Conduct.

16111.5  APPLICATIONS FOR LEAVE OF ABSENCE

16111.6  CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

That the Minutes of the Plant and Works Committee Meeting of 12th October 2016 be confirmed as a true and correct record of the meeting.

Committee Resolution – Item 16111.6

Moved: Cr R Desmond    Seconded: Cr P Waterhouse
That the road maintenance report for October 2016 be accepted as presented.
Carried: 5/0
Executive Summary
This item seeks Council's acceptance of the road maintenance report for October 2016.

Background
Listed are the roads graded for the month of October.

- Billeroo Road
- Oliver Road
- Liebe Road
- Hibble Road
- Avery Road
- Rabbit Proof Fence Road
- Caron East Road
- Simpson Road
- Cannon East Road
- Taylors Road
- Bob Kings Road
- Warriedar Coppermine Road
- Oversby North Road

Statutory Environment
Local Government Act 1995 S3.1 – the general function of Local Government is to provide for the good government of people in its district.

Policy Implications

Financial Implications
As per road maintenance budget

Strategic Implications
Area 1: Infrastructure and Natural Assets – Our Natural and Built Environment
Goal: A Community that develops and lives sustainably in a thriving natural and quality built environment, which meets current and future community needs.

Risk Management
Risk Statement
Level of Risk
Risk Mitigation Strategy
Not maintaining roads will lead to deterioration of the asset and safety issues for users High To maintain roads to a standard and implementation of a Road Maintenance Plan.

Consultation
Team Leader: Ken Barndon

Comment
The maintenance graders have not covered as much of the road network this month due to assisting with the seal program.

Voting Requirements – Simple Majority

Officers Recommendation – Item 16112.1
That the road maintenance report for October 2016 be accepted as presented.

Committee Resolution – Item 16112.1
Moved: Cr R Desmond
Seconded: Cr G Reid
That the road maintenance report for October 2016 be accepted as presented.
Carried: 5/0
Executive Summary

This item seeks Council’s consideration of works to address safety issues with the Concrete Batch Plant.

Background

The Batch Plant is a hopper and conveyor system located at the North Yard Depot used to load aggregates, sand and cement into the concrete agitator truck to produce concrete. The plant has been in place for over 22 years and has had various maintenance and repair works carried out over the years including, hopper refurbishment, new generator, digital scales installed and new conveyor belt. It is currently in reasonable operating condition apart from issues that have been highlighted from internal safety inspections.

To bring the plant up to compliance there is work required to safeguard personnel from the conveyor belt (guarding), access ladder replacement and guard railing to meet regulations.

A quote was received from Maicon for the works and the cost is approximately $31,536 ex GST.

The other option to consider is to dispose of the batch plant. There is a local contractor in Perenjori who does concrete supply. There could be issues of reliability of contractors and the risk of the business closing and not having concrete supplies close by. There are no current issues with the contractor or supplies.

In the past the Shire of Perenjori has done some of its own concrete works including laying and finishing. We currently only have a couple of people with the skills to grano works. We mainly use the batch plant for culvert works and small projects like fencing and the occasional supply and delivery to others.

If the works are carried out on the batch plant there is also the ongoing maintenance to consider. The money to carry out the required works on the batch plant has been identified to come from the Parts budget with a review of the account to be carried out in the February Budget review to ensure that there are enough funds through to the end of the financial year.

<table>
<thead>
<tr>
<th>OPTION</th>
<th>PRO</th>
<th>CONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>REPAIR</td>
<td>Have a compliant batch plant for our own use at times convenient to the Shire.</td>
<td>Ongoing maintenance cost, lack of use due to local supply contractors and unskilled workers. Continued requirement to meet OHS standards.</td>
</tr>
<tr>
<td>DISPOSE OF</td>
<td>Not have to worry about ongoing maintenance issues or OHS requirements.</td>
<td>Potential to lose access to concrete if local contractor closes business. Availability</td>
</tr>
</tbody>
</table>
Training of staff. No cost to repair, savings of $31,536 of concrete from contractor.

Statutory Environment
Local Government Act 1995 S3.1 – the general function of Local Government is to provide for the good government of people in its district.
Section 3.57 Local Government Act 1995 (“the Act”)
Part 4 Local Government (Functions and General) Regulations 1996 (“the Regulations”)
Local Government (Functions and General) Amendment Regulations 2007 (“the Regulations”)

Policy Implications
Nil

Financial Implications
$31,536 ex GST from Parts Budget for meeting compliance requirements.

Strategic Implications
Area 1: Infrastructure and Natural Assets – Our Natural and Built Environment
Goal: A Community that develops and lives sustainably in a thriving natural and quality built environment, which meets current and future community needs

Risk Management

<table>
<thead>
<tr>
<th>Risk Statement</th>
<th>Level of Risk</th>
<th>Risk Mitigation Strategy</th>
</tr>
</thead>
<tbody>
<tr>
<td>The current situation with the batch plant means that it is uncompliant with</td>
<td>High</td>
<td>By carrying out the highlighted issues, the plant will be compliant and the risk of injury</td>
</tr>
<tr>
<td>regulations regarding guarding of machinery and access at height.</td>
<td>medium</td>
<td>to persons will be greatly reduced.</td>
</tr>
<tr>
<td>The risk of disposing of the Batch plant is that we will be relying on local</td>
<td></td>
<td>By carrying out the works to the batch plant we are able to keep it operational giving us</td>
</tr>
<tr>
<td>contractor. The service may end in future leaving us without local access to</td>
<td></td>
<td>long term access to concrete.</td>
</tr>
<tr>
<td>concrete.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Consultation
CEO
LGIS
MIACON

Comment

Voting Requirements – Simple Majority
Shire of Perenjori

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Officers Recommendation – Item 16112.2

That the concrete batch plant be offered for sale by tender and removed along with the concrete truck.

Committee Resolution – Item 16112.2

Moved: Cr G Desmond Seconded: Cr P Waterhouse

That the concrete batch plant be offered for sale by tender and removed along with the concrete truck.

Carried: 5/0

16112.3 NORTH YARD FENCING

APPLICANT: SHIRE OF PERENJORI
FILE: NIL
DISCLOSURE OF INTEREST: NIL
AUTHOR: KEN MARKHAM – MANAGER INFRASTRUCTURE SERVICES
RESPONSIBLE OFFICER: KEN MARKHAM – MANAGER INFRASTRUCTURE SERVICES
REPORT DATE: 9th NOVEMBER 2016

Executive Summary

This item seeks Council’s approval for an amendment to the budget for Account 12285 to allow for proposed replacement of the North Yard fencing.

Background

Workplace inspections highlighted security and access issues to the North Yard Depot. Account #12285 had an amount of $14,316 put into the budget to allow for the replacement of the existing fence. Recent discussions with our LGIS risk Co-Ordinator have led to the requirement for the proposed fencing to be upgraded further. This involves having 1.8 metre chainmesh fencing installed to all sides with 3 barb on top. A quote was received with the new specifications and this has led to an increase of $14,391.10 to the initial estimate to carry out the works.

It is suggested that the works be carried out and the extra costs be found from savings identified in the Budget review in February.

Statutory Environment

Local Government Act 1995 S3.1 – the general function of Local Government is to provide for the good government of people in its district.

Section 3.57 Local Government Act 1995 (“the Act”)

Part 4 Local Government (Functions and General) Regulations 1996 (“the Regulations”)

Local Government (Functions and General) Amendment Regulations 2007 (“the Regulations”)
Policy Implications

Financial Implications

The cost of $28,709.10 to upgrade the fencing is $14,391.10 more than the existing budget

Strategic Implications

Area 1: Infrastructure and Natural Assets – Our Natural and Built Environment

Goal: A Community that develops and lives sustainably in a thriving natural and quality built environment, which meets current and future community needs.

Risk Management

<table>
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<tr>
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<th>Level of Risk</th>
<th>Risk Mitigation Strategy</th>
</tr>
</thead>
<tbody>
<tr>
<td>The risk of not upgrading the fencing as highlighted in previous audits is that the security and access issues will not be addressed leaving the Council at risk of litigation and/or security issues.</td>
<td>High</td>
<td>By upgrading the fencing as recommended the risk of unlawful access and litigation issues is greatly reduced,</td>
</tr>
</tbody>
</table>

Consultation

LGIS
CEO
OHS Reps

Comment

Voting Requirements – Simple Majority

Officers Recommendation – Item 16112.3

That Council approves the Budget increase of account #12285 to $28707.10 for the fence replacement at the North Yard Depot with the extra cost to be found from savings identified in the Budget review in February.

Committee Resolution – Item 16112.3

Moved: Cr P Waterhouse  Seconded: Cr G Reid

That Council approves the Budget increase of account #12285 to $28707.10 for the fence replacement at the North Yard Depot with the extra cost to be found from savings identified in the Budget review in February.

Carried: 5/0
Executive Summary
This item seeks Council’s approval for an increase in expenditure for the purchase of the Reach Mower and Tractor.

Background
The 2016/17 plant replacement program has a budget for the purchase of a reach mower and tractor of $159,050. The quote for the reach mower and cutter head has remained the same as per estimates in the original budget leaving $80,000 for the purchase of the tractor. Three quotes have been received from McIntosh & Son, Cunninghams and Roshers. The best quote is from Rosher for the Kubota M126GX. An option for a front end loader bucket was requested and this increased the cost of the tractor to $86,500, which is $6,500 over original budget. There is currently $47,000 in plant reserve with a further $190,000 from plant reserve in a term deposit.
By having a front end loader bucket on the tractor, the operator would be able to remove any vegetation from the road cut down whilst carrying out vegetation pruning, meaning that we do not need to send other machines behind the reach mower to clean up.

<table>
<thead>
<tr>
<th>COMPANY</th>
<th>PRODUCT</th>
<th>PRICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rosher</td>
<td>125hp Kubota M126GX tractor</td>
<td>$86,500</td>
</tr>
<tr>
<td>Cunninghams</td>
<td>125hp Case Maxxum Ultimate</td>
<td>$95,000</td>
</tr>
<tr>
<td>McIntosh &amp; Son</td>
<td>114hp New Holland Electo Command T5.115 FWA tractor</td>
<td>$95,500</td>
</tr>
</tbody>
</table>

Statutory Environment
Local Government Act 1995 S3.1 – the general function of Local Government is to provide for the good government of people in its district.
Section 3.57 Local Government Act 1995 (“the Act”)
Part 4 Local Government (Functions and General) Regulations 1996 (“the Regulations”)
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Policy Implications
Councils Purchasing Policy has been followed.

Financial Implications
An extra $6,500 from Plant Reserve Budget.
Strategic Implications

Area 1: Infrastructure and Natural Assets – Our Natural and Built Environment

Goal: A Community that develops and lives sustainably in a thriving natural and quality built environment, which meets current and future community needs.

Risk Management

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</tr>
</thead>
<tbody>
<tr>
<td>Not having a front end loader attachment would mean having other machinery follow to clean up.</td>
<td>medium</td>
<td>Purchasing the attachment with the new machine would allow for clean up as it works keeping the road safe.</td>
</tr>
<tr>
<td>Purchasing the front end loader attachment after could cost more.</td>
<td>Low</td>
<td>Purchasing the attachment with the tractor now is a known cost.</td>
</tr>
</tbody>
</table>

Consultation

CEO

Comment

By having the front end loader attachment on the tractor it would make the operator more self-sufficient in that they could clean up as they work and not require another machine to follow behind.

Voting Requirements – Simple Majority

Officers Recommendation – Item 16112.4

1. That Council approves the increase in expenditure for the purchase of the Kubota tractor and reach mower of $6,500.

2. Allow for the addition of the front end loader attachment from the preferred supplier and that the expenditure comes from the Plant Reserve Budget.

Committee Resolution – Item 16112.4

Moved: Cr P Waterhouse                                          Seconded: Cr R Desmond
That Council approves the increase in expenditure for the purchase of the Kubota tractor and reach mower of $6,500.

Carried: 5/0
Shire of Perenjori

Plant and Works Committee Meeting

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16113 GENERAL BUSINESS

16113.1 CONFIDENTIAL

16113.2 DATE OF NEXT MEETING
The next Plant and Works Committee Meeting will be held on the 7th December 2016.

16113.3 CLOSURE
Cr G Reid declared the meeting closed at 5.50 pm.

I certify that this copy of the Minutes is a true and correct record of the meeting held on 9th November 2016.

Signed: ________________________

Presiding Elected Member

Date: _________________________