



SHIRE OF
DOWERIN
TIN DOG TERRITORY

UNCONFIRMED

MINUTES

Asset & Works Committee Meeting

Held in Council Chambers

13 Cottrell Street, Dowerin WA 6461

Wednesday 30 October 2024

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Shire of Dowerin
Asset & Works Committee Meeting
Wednesday 30 October 2024



1. Official Opening

The Chair welcomed those in attendance and declared the Meeting open at 3.33pm.

2. Record of Attendance / Apologies / Leave of Absence

Committee Members:

| | |
|---------------|-------|
| Cr JC Sewell | Chair |
| Cr WG Allsopp | |
| Cr AJ Metcalf | |
| Cr RI Trepp | |

Staff:

| | |
|----------------|---------------------------|
| Ms M Barthakur | Chief Executive Officer |
| Mr B Forbes | Asset & Works Coordinator |
| Ms K Rose | Governance Coordinator |

Apologies:

Approved Leave of Absence:

3. Disclosure of Interest

Nil

4. Confirmation of Minutes of the Previous Meeting(s)

4.1 Asset & Works Committee Meeting held on 16 August 2024.
[Attachment 4.1A](#)

Voting Requirements

Simple Majority Absolute Majority

Officer's Recommendation/ Resolution – 4.1

Moved: Cr Metcalf **Seconded:** Cr Trepp

1025 That, by Simple Majority pursuant to Sections 5.22(2) and 3.18 of the Local Government Act 1995, the Minutes of the Asset & Works Committee Meeting, held on 16 August 2024 as presented in Attachment 4.1A, be confirmed as a true and correct record of proceedings.

CARRIED 4/0

For: Cr Sewell, Cr Allsopp, Cr Metcalf, Cr Trepp

5. OFFICER'S REPORTS

5.1 Roads to Recovery Program – 2024/2025 Plan Adjustments

| | | |
|--------------------------------|---|--|
| <h1>Asset & Works</h1> | |  SHIRE OF DOWERIN TIN DOG TERRITORY |
| Date: | 23 October 2024 | |
| Location: | Not Applicable | |
| Responsible Officer: | Ben Forbes, Asset & Works Coordinator | |
| Author: | Kahli Rose, Governance Coordinator | |
| Legislation: | <i>Local Government Act 1995</i> | |
| SharePoint Reference: | Corporate Management/Committees/Asset & Works | |
| Disclosure of Interest: | Nil | |
| Attachments: | Nil | |

Purpose of Report

- Executive Decision
 Legislative Requirement

Summary

The Roads to Recovery program has allocated \$3,052,910 to the Shire for the 2024-2029 period. However, the funding will not be evenly distributed across the years, with progressive increases each year. This uneven distribution affects the currently adopted road program for 2024-2025, necessitating adjustments to align with the available funding.

Key recommendations include postponing certain projects to future budget years and prioritising those linked to awarded contracts. Additionally, the draft Roads to Recovery program for 2025-2026 is proposed, which includes deferred works and allocations for gravel resheeting on priority roads.

Background

The Roads to Recovery program provides essential funding for local road maintenance and improvements. The Shire has been allocated \$3,052,910 over five years, with a progressive increase in funds. The current program for 2024-2025 is over-allocated, requiring revisions to match the available funding and maintain priority infrastructure projects.

Comment

The proposed changes for 2024-2025 include postponing the intersection reconstruction on Redding Road and townsite reseals, as they are not linked to awarded tenders. The Shire is also exploring Blackspot funding options for the Redding Road and Stewart Street intersection.

The revised program reduces the Shire's contribution from \$181,398 to \$51,854, freeing up \$129,544 for road reserves.

For 2025-2026, the deferred projects will be included, along with \$265,947 for gravel resheeting on Nambling South Road, a priority due to its role as a school bus route.

Consultation

Manisha Barthakur, Chief Executive Officer
 Ben Forbes, Asset & Works Coordinator
 Asset & Works Committee, 30 October 2024 Workshop

Policy Implications

Adjustments to the Roads to Recovery program align with the Shire's infrastructure and funding policies.

Strategic Implications

Strategic Community Plan

Community Priority: Our Infrastructure
 Objective: We have functional infrastructure that meets the needs of the community
 Outcome: 3.2
 Reference: 3.2.1

Asset Management Plan

Adjustments to the Roads to Recovery program will impact the Shire's Asset Management Plan by ensuring funds are allocated to high-priority projects.

Long Term Financial Plan

The proposed changes will help restore a healthy reserve balance and ensure road projects are planned within available funding.

Statutory Implications

The *Local Government Act 1995*

Risk Implications

| | |
|--------------------------------------|--|
| Risk Profiling Theme | Project/Change Management |
| Risk Category | Financial Impact |
| Risk Description | \$50,001 - \$200,000 |
| Consequence Rating | Moderate (3) |
| Likelihood Rating | Possible (3) |
| Risk Matrix Rating | High (10) |
| Key Controls (in place) | Asset Management Plan Ongoing Monitoring |
| Action (Treatment) | Annual Budget Allocations Annual Policy Reviews |
| Risk Rating (after treatment) | Adequate |

Financial Implications

The recommended changes reduce the Shire's contribution by \$129,544, which will be returned to road reserves. This adjustment improves the financial health of the reserves while ensuring priority projects are completed.

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/Resolution – 5.1

Moved: Cr Metcalf

Seconded: Cr Sewell

1026 That, by Simple Majority, the Committee recommends that Council:


1. Approve the adjustments to the Roads to Recovery program for 2024-2025, including the deferral of the Redding Road and Stewart Street intersection reconstruction and Amery-Benjaberring Rd, and Minnivale Northeast Road reseals.
2. Difference of \$129,544 (Shire contribution) to be invested on Memorial Ave, Stacy St, Maisey St and Meckering Rd reseals.
3. Endorse the draft Roads to Recovery program for 2025-2026, including the addition of gravel resheeting on Nambling South Road.
4. Note the progressive funding distribution over the five-year period and ensure future projects align with available funding.

CARRIED 4/0

For: Cr Sewell, Cr Allsopp, Cr Metcalf, Cr Trepp

Asset & Works Committee does not have delegated authority to make decisions.

All recommendations of the Asset & Works Committee are presented to Council for ratification.

| 5.2 Plant Acquisition Proposal - Zero Turn Mower | |
|---|--|
| <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="font-size: 2em; color: #E53935;">Asset & Works</div>  </div> | |
| Date: | 23 October 2024 |
| Location: | Not Applicable |
| Responsible Officer: | Ben Forbes. Asset & Works Coordinator |
| Author: | Kahli Rose, Executive Governance Officer |
| Legislation: | <i>Local Government Act 1995</i> |
| SharePoint Reference: | Technical/Asset Management/ |
| Disclosure of Interest: | Nil |
| Attachments: | Attachment 5.2A - Eastern Hills Quote Attachment 5.2B - Walkers Quote Attachment 5.2C - T-Quip Quote |

Purpose of Report

Executive Decision
 Legislative Requirement

Summary

The Shire's current Toro Zero Turn mower has encountered frequent maintenance issues, leading to downtime and increased repair costs. A new commercial-grade zero-turn mower is proposed to enhance efficiency, reliability, and staff productivity. The preferred option is the Hustler Fastrak, which offers superior performance, a longer warranty, and dependable after-sales service.

Background

The Toro Zero Turn mower has cost the Shire \$4,854 in repairs over the past 12 months, despite being regularly maintained. The mower's frequent breakdowns have impacted operational efficiency, forcing staff to resort to push mowers. The Asset and Works Coordinator has identified the Toro as a problematic machine and recommends replacing it with a more dependable, commercial-grade mower.

Quotes have been obtained for several models, and after reviewing the options, the Hustler Fastrak stands out as the most desirable choice, particularly due to its solid warranty and the reliable service from its supplier, Eastern Hills.

Comment

The Hustler Fastrak is equipped with a 24HP Kawasaki FR730V engine and a 54-inch 10-gauge fabricated deck, capable of mowing up to 3.5 acres per hour. It also offers a superior 4-year/750-hour warranty, and Eastern Hills has a history of providing reliable service to the Shire.

Other quotes were obtained from Walkers Diesel and TQuip for alternative mowers. However, Walkers Diesel's Bad Boy mower comes with an unconfirmed warranty, and TQuip's Toro mower has only a 3-year/300-hour warranty. Given the Shire's poor experience with Toro products, the TQuip option is not preferred.

The existing Toro Zero Turn mower could be sold privately, with an estimated sale price of \$5,000, compared to the trade-in value of \$2,000.

Consultation

Manisha Barthakur, Chief Executive Officer

Ben Forbes, Asset & Works Coordinator

Asset & Works Committee, 30 October 2024 Workshop

Policy Implications

3.11 - Purchasing Policy

4.7 - Asset Management Policy

Strategic Implications

Strategic Community Plan

Community Priority: Our Infrastructure

Objective: We have functional infrastructure that meets the needs of the community

Outcome: 3.2

Reference: 3.2.1

Asset Management Plan

The replacement of the Toro mower with a more reliable model supports the Shire's Asset Management Plan by ensuring efficient asset utilisation and reducing maintenance costs.

Long Term Financial Plan

The acquisition cost of \$21,010.59 is partially offset by the sale of the existing Toro mower, contributing to the long-term financial sustainability of the Shire's equipment assets.

Statutory Implications

The *Local Government Act 1995*

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| 6. | Questions from Members |
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| 7. | Date of the Next Meeting |
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To be confirmed

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| 8. | Closure |
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The Chair thanked those in attendance and declared the Meeting closed at 3:38pm

UNCONFIRMED