F170382

Plant Replacement Committee

Meeting Minutes – Thursday 16 November 2023

FUNCTIONS OF THE COMMITTEE

1. **To review the rolling 10 year Plant Replacement Program.**
   (Note the 10 year Plant Replacement Program includes items of plant and equipment the use of which is charged out to jobs and the community bus.)
   The program does not include items of minor plant or light vehicles or those items of plant subject to approval by DFES under the ESL).
2. **Consider the merits of proposed new items of Plant.**
3. **Review tender specifications for Plant.**

Important Matters for the Attention of Meeting Attendees:

- To ensure the proceedings are accurately recorded, this meeting may be electronically recorded in accordance with clause 6.16 of the Shire of Manjimup Standing Orders Local Law 2013; and
- Any recommendations in this meeting are unable to be acted upon until such time as the recommendations are endorsed by Council, with the exception of recommendations that are of an administrative nature.

1. DECLARATION OF OPENING OF MEETING

Michael Leers declared the meeting open at 1.14pm with the Shire of Manjimup respectfully acknowledging the Noongar people as the Traditional Custodians of the lands in which we work throughout the region and we pay our respects to their Elders past and present.

2. ATTENDANCE

Cr Donelle Buegge	Councillor
Cr Steven Miolin	Councillor
Cr Paul Omodei	Councillor
Cr Murray Ventris	Councillor
Brian Robinson	Interim Chief Executive Officer
Michael Leers	Director Works & Services
Greg Lockwood	Director Business
Andrew Johns	Manager Works
Nicole Booth	Minute Taker

APOLOGY

Cr Wade DeCampo	Councillor

GUESTS

Katherine Celenza	WALGA Roadwise Council

3. ELECTION OF CHAIRPERSON

Michael Leers nominated Cr Donelle Buegge as Chairperson of the Plant Replacement Committee. Cr Buegge accepted

Moved: Michael Leers / Seconded: Cr P Omodei

CARRIED: 8/0

4. TERMS OF REFERENCE:

Nil

5. DECLARATIONS OF INTEREST
Nil

6. CONFIRMATION OF PREVIOUS MINUTES
Recommendation:
"That the Minutes of the meeting of the Plant Replacement Committee held on Thursday, 13th April 2023 be adopted as a true record of proceedings."

Moved: Greg Lockwood / Seconded: Cr P Omodei

CARRIED: 8/0

7. DECISIONS BY COUNCIL ON COMMITTEE RECOMMENDATIONS
Nil.

8. MATTERS ARISING FROM PREVIOUS MINUTES
8.1 Company receivership APT2 patching truck
Greg Lockwood indicated he has not received the finalized receivership report as yet. Item discussed today between Director Finance, Director Works and WALGA as to what systems are in place with WALGA to review companies once they have been accepted onto the WALGA preferred list, as credit watch indicated the providing company was in trouble 6 months prior to falling into receivership. WALGA advised that may be doing annual checks of the suppliers on their preferred list. Shire Officers own due diligence completing checks on credit watch.

Mchael Leers advised there is nothing more to report and this item will be removed from further agenda's as there is no requirement for further discussion. If Committee members wish to discuss further that can contact him.

9. RISK MANAGEMENT
- Misconduct – this committee manages the risk of Intentional activities in excess of authority granted to an employee through appropriate oversight Plant/Road infrastructure management.
- Inadequate Asset Sustainability Practices – this committee manages the risk of failure or reduction in service of road infrastructure assets, plant, equipment or machinery.

Risks are mitigated through proper oversight by this Committee of the 10 year Plant replacement schedule and yearly budget process.

The Committee acknowledged and noted risk management.

10. GENERAL BUSINESS
10.1 Presentation of the draft plant replacement schedule (2024/25 to 2034/35)
Michael Leers proposed to the Committee an increase in the plant recovery change by 3%. The Budget Contribution has been $507,00 for 29 years. Discussion with the Committee with the value of $507,000 in 2014 compared to the value in 2023.

Further discussion about mix of labour resources etc with projects. There has always been a mix of Shire staff/plant and contractors completing works, however, the Shire undertakes most on ground works, emergency works and

storm damage. Contractor supply and transport gravel, provide asphalt and seal, linemarking and traffic control.

RECOMMENTATION: That Council adopt the 2024/25 – 2034/35 plant replacement schedule with an annual 3% increase as part of Council's 2024/25 budget deliberations.

Moved: Michael Leers / Seconded Cr P Omodei

CARRIED: 8/0

11. DATE OF NEXT MEETING
To be advised

Meeting closed 1.33pm