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## Western Australia

Agenda for the Ordinary Meeting of the Murchison Shire Council,  
To be held in the Council Chambers, Carnarvon Mullewa Road, Murchison,  
On Friday 20 November 2009, commencing at 9.30 am.

**1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

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**2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**

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LOA                      Cr W McL Mitchell

**3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

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**4. PUBLIC QUESTION TIME**

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Stand Down Local Law Standing Orders

**5. NEXT MEETING**

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The scheduled date for the next ordinary meeting is 18 December 2009

**6. APPLICATIONS FOR LEAVE OF ABSENCE**

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**7. NOTICE OF ITEMS TO BE DISCUSSED IN CAMERA**

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19.1.3 CEO Contract Variations

Local Government Act 1995

- s. 5.23 (2) (a) Matter affecting and employee or employees
- (b) the personal affairs of any person

**8. Confirmation Flying Minutes**

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**NIL**

**9. CONFIRMATION OF MINUTES**

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**9.1 ORDINARY COUNCIL MEETING –23 October 2009**

BACKGROUND

Minutes of the Ordinary Meeting of Council have previously been circulated to all Councillors.

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION

That the Minutes of the Ordinary Council Meeting of 23 October 2009 be confirmed.

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**10. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION**

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**11. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

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**12. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED**

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**12.1 PRESIDENT**

**12.2 COUNCILLORS**

**13. DISCLOSURE OF INTERESTS**

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**14. REPORTS OF COMMITTEES**

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**15. REPORTS OF OFFICERS**

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**15.1 WORKS**

**15.1.1 Monthly Plant & Works Progress Report**

File:  
Author: Ron Adams, Chief Executive Officer  
Interest Declared: No interest to disclose  
Date: 12 November 2009  
Attachments:

**MATTER FOR CONSIDERATION**

To view the plant operation for the month of October November 2009 and an update on works carried out

**BACKGROUND**

Monthly Plant useage and status Report

<b>HEAVY PLANT</b>			<b>Start</b>	<b>End</b>	<b>Total</b>	<b>MTD</b>	<b>Total</b>
<b>Plant Item</b>	<b>Year</b>	<b>Rego</b>	<b>Hours</b>	<b>Hours</b>		<b>Service</b>	<b>Ownership</b>
Cat Grader 12H	2005	MU 141	5322	5367	45	1326	31760
Cat Grader 12H	2003	MU 121	10153			1112	85888
Cat Grader 12M	2008	MU 51		1230	1230		5396
Volvo L110 Loader	2006	MU 65	1822	1853	31	1386	13045
Komatsu Dozer	1997		6634			2168	163308
Cat Vibrating Roller	2005	MU 177	2771	2786	15	2512	16153
<b>TRUCKS</b>					0		
Iveco Prime Mover	2003	MU 000	173844	176789	2945	429	46914
Nissan UD	2009		24251	30559	6308	492	2120
Iveco Tipper	2004	MU 00	102885	103106	221		56593
<b>GENERATORS</b>							
Generator 2-100KVA	2005		14616	15329	713		
Generator 1-83KVA	2005		38364	39062	698		
Generator 13KVA (Const)	2005		10965	11226	261		
<b>LIGHT VEHICLES</b>							
Toyota Landcruiser	2005	01 MU	96824				11722
Mitsubishi Canter	2004	MU 140	18250	22653	4403	918	313
Toyota Prado	2009	MU 0	55127			1137	2817
Holden Rodeo	2008	MU 167	89000	92576	3576	2543	3768
Isuzu DMAX	2009	MU 300	0	3000	3000		3073
Toyota PTV	1986	MU 1017	18824	19822	998	66	2478
<b>TRAILERS &amp; TANKERS</b>					0		
Side Tipper	2001	MU 2010		158253	158253		16304
Side Tipper-Evertran	2009	1TKB837	5169	5403	234		4860
Tri Axle Low Loader	2008	MU663	7984				8544
Tri Axle Low Loader	2001	MU2004			0	475	52411
30K Water Tank	2005	MU 2024	48656	50308	1652		9812
Dog Fuel Trailer	1993	MU 658			0		1775
Dog Fuel Trailer	1972	MU2005			0		535
Dolly 1	2001	MU 2003			0		6240
Dolly 2	2000	MU 2009			0		10558
					0		
<b>Tractors</b>					0		
New Holland	2006	MU 380	757	827	70		2653
Forklift				11316			
Caravans							6821
Various Small Plant						963	5386

**Vehicles and Equipment**

Iveco Prime Mover MU000- Blown Turbo Charger- towed to Force Equipment

Low Loader MU2004- Ramp broken away- sent to Aiden Thurkle for re fitting and welding repairs

## **15.1.2 Works Report**

### **Construction Report**

**Erong-Rd:** Completed

**Airstrip-** Installed lights, all working. Tech to come to install PAL

**Bridge 837-** Construction of road either side of floodway in progress, sealers booked for 1 December. T junction the old bridge for access.

**McNabbs-Twin Peaks Road-** Bunds pushed, shire team have mobilised some equipment to complete the bunds

### **Flood Damage Repairs**

Kalli Road- completed survey run with Niel and Northcoast, Michael Thurkle pushed gravel up ready for job, sunk a bore for water. Starting on the 19km section east of Kalli Homestead

### **Maintenance Report**

Carnarvon - Mullewa road: -

Berringara - Pindar road: -

Erong Road-

Mt Gould Road- Maintenance grading done

Byro-Berringara Road-

Butchers Track-

Woolgorong South Road-

Coolcalya Road-

Ballythunna Road-

Meeberie-Wooleen Road-

**Settlement-**

**General Grading-**

### **Maintenance Grids**

**Works Financial Activity**

<b>Job No</b>	<b>Description</b>	<b>Budget 09-10</b>	<b>MTD</b>	<b>YTD</b>	<b>Balance</b>	<b>Completed</b>
E162008	Airstrip	343000		324665	18335	85%
E162007	Grids	60000				
E162006	R4R-Bridge	912836	0	393899	518937	0%
E162005	RTR-Bridge	680000		419096	260904	80%
E162004	Carnarvon Mullewa Rd- Seal	541590		811	540779	1%
E162003	MT Gould Erong	180000		136710	43290	
E162002	Beringarra-Pindar (Murgoo)	100000		135487	(35487)	100%
E162001	McNabbs	52500				40%
	<b>FLOOD Damage</b>					
<b>SOM</b>	Opening Up	104704				100%
	Reinstatement	719674				
	North of Byro-Trackwest			149269		100%
	Beringarra-Pindar-Northcoast			370071		100%
	Beringarra-Pindar-Trackwest			120262		100%
	Erong Road			15,276		100%
	Kalli road				64796	
<b>Crosslands</b>	Opening Up	790202				100%
	Reinstatement	875890				0%



**Staffing**

Neil Coombe- Acting Supervisor  
Paul Smart  
Stuart Broad  
Preston Wall (casual)  
Jason Hodder  
Heydon McKenzie- sick leave  
Glenn Pinnegar

STATUTORY ENVIRONMENT

Nil

STRATEGIC IMPLICATIONS

None at this stage

POLICY IMPLICATIONS

None at this stage

FINANCIAL IMPLICATIONS

CONSULTATION

COMMENT

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION

That council:

Note the Status Report of the Shire owned Plant and receive the Works Foreman's status report.

**15.1.6 Sealing Tenders 2009-10**

File:  
 Author: Ron Adams, Chief Executive Officer  
 Interest Declared: No interest to disclose  
 Date: 14 September 2009  
 Attachments:

MATTER FOR CONSIDERATION  
 To award contract sealing projects 2009-10

BACKGROUND

**REF :** SHIRE OF MURCHISON  
**ANNUAL SUPPLY TENDERS 2009-10**  
**FOR BITUMEN AND AGGREGATES**

The Shire of Murchison engaged Greenfield Technical Services to call annual supply tenders for bitumen and aggregates for 2009-10. Tender Documents were prepared by GTS, and tenders advertised in the West Australian on Wed. 07 Oct 2009.

RFT.GTS 01-2009 Supply, Spray and Cover Bitumen Products  
 RFT.GTS 02-2009 Supply and Delivery of Aggregates

Both tenders closed at offices of Greenfield, 2.00 pm on Tuesday 27 Oct 2009. Although all tenderers are invited to the tender opening only a representative from Holcim (formally CEMEX) actually attended.

**1.0 BITUMEN**

Bitumen tenders for bitumen were received from RnR Contracting, Boral Asphalt, and Downer EDI Works, Pioneer Road Services failed to bid.

Tenders received were conforming in all respects. Tenders were assessed based on two mobilisations to complete the shire’s nominated sealing program. The tender details are listed in Fig 1 attached.

**1.1 Service Type**

Supply, Spray & Cover - Full Service

Supply, Spray and Cover Bituminous Products – Full stand-alone service, only aggregates supplied by Shire. Aggregate stockpiles will be located within 10km of each of the worksites.

**1.2 Cutback Bitumen**

The tenders received for cutback bitumen are summarized as follows:

Option 1

<i>1.1.1.01.1.1.1.1.1</i>	<i>Item</i>	<b>Description</b>	<b>Boral Asphalt</b>	<b>Downer Edi Works</b>	<b>RNR</b>
<b>1</b>		<i>1.1.1.01.1.1.2 Mobilisation Costs</i>	\$ 20,900.00	\$ 16,000.00	\$ 27,000.00
<b>2</b>		<i>1.1.1.01.1.1.3 Supply/ Spray Bitumen, Spread/Roll Aggregates (4m wide)</i>	\$ 395,995.60	\$455,062.5	\$468,737.50

Total Expected Cost	\$ 416,895.60	\$ 434,056.00	\$ 495,737.50
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Note: tender sum includes GST and aggregate pre-coating.

Option 2

<i>1.1.1.01.1.1.3.1.1</i> Item	Description	Boral Asphalt	Downer Edi Works	RNR
<b>1</b>	<i>1.1.1.01.1.1.4</i> Mobilisation Costs	\$ 20,900.00	\$ 16,000.00	\$ 23,000.00
<b>2</b>	<i>1.1.1.01.1.1.5</i> Supply/ Spray Bitumen, Spread/Roll Sand ( <i>4m wide</i> )	\$ 243,432.00	\$267,536.00	\$261,188.00
Total Expected Cost		\$ 264,332.00	\$ 283,536.00	\$ 474,580.00

Note: tender sum includes GST.

Option 3

<i>1.1.1.01.1.1.5.1.1</i> Item	Description	Boral Asphalt	Downer Edi Works	RNR
<b>1</b>	<i>1.1.1.01.1.1.6</i> Mobilisation Costs	\$ 20,900.00	\$ 16,000.00	\$ 23,000.00
<b>2</b>	<i>1.1.1.01.1.1.7</i> Supply/ Spray Bitumen, Spread/Roll Sand ( <i>8m wide</i> )	\$ 454,836.00	\$463,368	\$488,308.00
Total Expected Cost		\$ 463,327.50	\$ 479,368.00	\$ 511,308.00

Note: tender sum includes GST.

**1.3 Selection Criteria**

All tenderers satisfy the selection criteria, and all tenders can be assessed under the stated tender guidelines;

	Criteria	Weighting
1	Tendered price	60%
2	Tender Compliance / QA status	10%
3	Workplace Safety Policy / Procedures	10%
4	Past Experience / Capacity / Flexibility	20%

**1.4 Recommendation**

**Recommended that *Shire of Murchison* award a contract to the value of the preferred option for; Supply, Spray, Spread & Cover Service to a panel comprising; Boral Asphalt followed by Downer Edi Works.**

It is further recommended that all bitumen application rates be determined by someone who is trained to determine the most appropriate seal treatment and is experienced in the assessment of existing road condition, stone cover, traffic and weather considerations,

Please note when making payments that;

- all tendered rates are GST-inclusive.
- Price for bitumen supply is based on bitumen at 15°C (cold). Bitumen sprayed at 140-170°C must be adjusted to be billed at 15°C.
- Price of Bitumen is not fixed. The tender price is subject to Industry Standard Rise & Fall Clause

**2.0 AGGREGATES**

Tenders for aggregates were received from HOLCIM (formally CEMEX) and Winchester Quarries.

The tender details are listed in Fig 2 attached.

Tenders received were conforming in all respects.

**C2008-0801 SUPPLY & DELIVER**

- HOLCIM (\$ 152,450) offers the lowest prices for supply and delivery compared to
- Winchester Industries (\$ 208,350).
- 

**RECOMMENDATION**

**If option One is selected *Shire of Murchison* award a contract for Supply & Delivery of Aggregates to HOLCIM for \$ 152,450.**

Please note when making payments that all tendered rates are GST-inclusive.

**3.0 CONCLUSION**

The work for the Carnarvon Mullewa Road is scheduled for sealing mid February 2010 to May 2010. HOLCIM have confirmed they will be able to deliver the required aggregates and Boral Asphalt have confirmed that they are able to undertake the sealing works during the required timeframe.

Please confirm the Shire’s advice regarding this tender ASAP so that the appropriate contractors can be advised and allow the sealing works to proceed without delay.

Any enquiries regarding the tender process should be addressed to Nigel Goode at Greenfield, (08) 9921 5547. Copies of the tender documents, tender submissions, etc are available from Greenfield if required.

Regards

**NIGEL GOODE  
TECHNICAL OFFICER**

**STRATEGIC IMPLICATIONS**

**1.1 OBJECTIVE**

Plan the provision and maintenance of a safe and efficient road network

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POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

As allowed for in 2009-10 Budget

CONSULTATION

Nil

COMMENT

None

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION

That council;

1. Award Boral Asphalt and HOLCIM supply contracts within their tendered price subject to confirmation of distances required to be sealed.

## **16. FINANCE**

### **16.1.1 Financial Activity Statements October 2009**

File:  
Author: Ron Adams, Chief Executive Officer  
Interest Declared: No interest to disclose  
Date: 13 September 2009  
Attachments: Financial Activity Statements for July, August 2009  
Balance Sheet  
Income Statement Detail  
Income Statement by Nature & Type  
Income Statement Summary

Not available for the November meeting, will be presented at December Meeting

### **16.1.2 Accounts Paid during the period October November 2009**

File:  
Author: Ron Adams, Chief Executive Officer  
Interest Declared: No interest to disclose  
Date: 12 November 2009  
Attachments: EFT & Cheque Detail for October November 2009

#### **MATTER FOR CONSIDERATION**

Authorisation of accounts paid during the month of October November 2009, authorisation of account to be paid up to September 2009

#### **BACKGROUND**

Accounts paid are required to be submitted each month.

#### **STATUTORY ENVIRONMENT**

Local Government (Financial Management) Regulations 1996  
Reg 13(1)–Requires that where the Chief Executive Officer has delegated power to make payments from the Municipal or Trust funds a list of accounts paid is to be prepared each month.

#### **STRATEGIC IMPLICATIONS**

None

#### **POLICY IMPLICATIONS**

None

#### **FINANCIAL IMPLICATIONS**

Payment from Council's Municipal Account

#### **CONSULTATION**

None

#### **COMMENT**

Payments made during the month of October November 2009 as per attached schedule.

#### **VOTING REQUIREMENTS**

Simple majority

**OFFICER RECOMMENDATION**

That:

1. Accounts Paid between 26 October 2009 – 20 November 2009;

<b>TYPE</b>	<b>Voucher</b>	<b>PAYMENT</b>	<b>STATUS</b>	<b>AMOUNT</b>
EFT	1-4, 22-25	Payroll	Paid	\$ 4974.29
Cheque	8888-8902	Payroll	Paid	\$ 4029.30
EFT	5-21, 26-40	Creditor	Paid	\$ 517,782.57

2. Accounts to be Paid on November 2009

<b>TYPE</b>	<b>Voucher</b>	<b>PAYMENT</b>	<b>STATUS</b>	<b>AMOUNT</b>

3. Salaries and Wages paid between August September of \$46964.72; is received

## **17. DEVELOPMENT**

### **17.1 Expressions of Interest- CBD Development**

File:  
Author: Ron Adams, Chief Executive Officer  
Interest Declared: No interest to disclose  
Date: 13 November 2009  
Attachments:

#### **MATTER FOR CONSIDERATION**

Evaluate the Expressions of Interest for the CBD Development.

#### **BACKGROUND**

Council called for Expression of Interest for the building of the new CBD building. Advertisements were placed in the Geraldton Guardian over a three week period.

The telephone response was high and one company visited the site to understand the project.

As the building is a custom build it was difficult for companies to lock down pricing for their specific area of expertise.

#### **STATUTORY ENVIRONMENT**

Local Government (functions & general) Regulation 1996

r 11-22 sets out the framework for tenders for supply of goods and services

#### **STRATEGIC IMPLICATIONS**

None

#### **POLICY IMPLICATIONS**

Nil.

#### **FINANCIAL IMPLICATIONS**

#### **CONSULTATION**

None



COMMENT

None

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION

That Council;

1. Due to the unique nature of the custom build of the CBD that all Expressions of Interest be rejected
2. Negotiate with suitably qualified trades people to carry out the required works

**18. ADMINISTRATION**

**18.1 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

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## **19. CEO ACTIVITY REPORT**

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### **19.1.1 CEO Activity Report October November 2009**

File:  
Author: Ron Adams, Chief Executive Officer  
Interest Declared: No interest to disclose  
Date: 21 September 2009  
Attachments: Nil

#### MATTER FOR CONSIDERATION

CEO's activity report

#### BACKGROUND

##### October

- 29 Regional roads Group Meeting in Geraldton
- 30 Annual Leave

##### November

- 2 Annual leave
- 3 Melbourne Cup at Beringarra
- 4 Social Tennis
- 5 Ballinyoo Crossing road inspection
- 6 Cue Parliment
- 10 Ballinyoo Crossing Inspection
- 11 Social tennis
- 12 Road Inspection-trial sites on Beringarra Pindar road with Greenfield Technical Services
- 13 Annual Leave
- 16
- 17 Road Inspection-Bill Gibbs and Upper Gascoyne of trial sites
  - Outback Pathways AGM at Wooleen
- 18 MWDC –Brendin Flannigan inspection of CBD

CEO Report

#### OFFICER RECOMMENDATION

That Council;

Note the CEO Activity Report

**19.1.2 CEO Annual Leave**

File:  
Author: Ron Adams, Chief Executive Officer  
Interest Declared: No interest to disclose  
Date: 16 November 2009  
Attachments: Nil

MATTER FOR CONSIDERATION  
Approval of annual leave for CEO

BACKGROUND

I am required to attend the Polocrosse Nationals in Ballarat in March 2010 as Matt has been selected in the U21 WA Mens team.

I will be required to take annual leave from 10 March 2010 until 7 April 2010

The Senior Administration Officer will be able to run the day to day operations of the Shire. The March Council meeting could either be postponed to April, as we did this year due to rain.

OFFICER RECOMMENDATION

That Council;

Approve annual leave to be taken by the CEO from 10 March 2010 to 7 April 2010

**19.1.3 CEO Adjustments to Employment Contract**

File:  
Author: Ron Adams, Chief Executive Officer  
Interest Declared: Minor interest  
Date: 16 November 2009  
Attachments: KPI for CEO

MATTER FOR CONSIDERATION  
Setting of Performance Criteria

BACKGROUND

John Phillips with President Broad and the CEO have drafted KPI to be inserted into the CEO contract

STATUTORY ENVOROMENT  
Local Government Act 1995

- s. 5.23 (2) (a) Matter affecting and employee or employees
- (b) the personal affairs of any person

COUNCIL RECOMMENDATION

**20. URGENT BUSINESS**

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**21. ITEMS TO BE DISCUSSED IN CAMERA**

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**22. MEETING CLOSURE**

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