

11.4.3 SHIRE OF COOROW CORPORATE BUSINESS PLAN 2016-2021

AUTHOR	Leanne Parola
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	7 March 2017
FILE	ADM0468
ATTACHMENT	Shire of Coorow Corporate Business Plan 2016-2021 Under separate cover

SUMMARY:

To adopt the Shire of Coorow Corporate Business Plan 2016-2021.

COMMENT:

The Shire of Coorow Corporate Business Plan 2016-2021 has been developed by staff after reviewing the former Corporate Business Plan and recently adopted Long Term Financial Plan.

As preparations are underway for a significant review of the Shire of Coorow's Strategic Community Plan and there have been no changes to the Strategic Community Plan in the past two years, only a minor review was required at this time to bring timeframes up to date and to reflect the recently adopted Long Term Financial Plan.

STATUTORY ENVIRONMENT:

Local Government Act 1995

5.56. Planning for the future

Local Government (Administration) Regulations 1996

19DA. Corporate business plans, requirements for (Act s. 5.56)

STRATEGIC IMPLICATIONS:

The new Corporate Business Plan integrates with the Long Term Financial Plan and the Shire's Strategic Community Plan.

POLICY IMPLICATIONS:

There are no immediate policy implications.

FINANCIAL IMPLICATIONS:

The Shire of Coorow Corporate Business Plan 2016-2021 integrates with the current budget and Long Term Financial Plan.

VOTING REQUIREMENTS:
Simple Majority

OFFICER RECOMMENDATION/ RESOLUTION:

2017/028

Moved: Cr Cullen

Seconded: Cr Bothe

That the Shire of Coorow Corporate Business Plan 2016-2021 be adopted.

***CARRIED 7/0
Simple Majority***

11.4.4 ASSET MANAGEMENT POLICY

AUTHOR	Leanne Parola
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	7 March 2017
FILE	ADM0437- Policy Manual
ATTACHMENT	Policy 3.7.2 – Asset Management

SUMMARY:

To consider the adoption of an Asset Management Policy.

BACKGROUND:

The Integrated Planning and Reporting Asset Management Guidelines advise that to effectively and sustainably manage assets, all local governments should develop an Asset Management Policy.

COMMENT:

The Department of Local Government and Communities has recently provided funding for a consultant to carry out an asset management maturity assessment under the National Assessment Framework model.

One of the recommendations out of the assessment was that the Shire adopt an Asset Management Policy.

STATUTORY ENVIRONMENT:

While the adoption of an Asset Management Policy is not a legislative requirement, it will greatly assist the Shire in meeting its requirements in relation to having an integrated Plan for the Future.

STRATEGIC IMPLICATIONS:

The Asset Management Policy will have a major impact on the strategic direction of the Shire's assets and service provisions, and also on the various integrated planning and reporting documents, particularly the Asset Management Plans.

POLICY IMPLICATIONS:

Draft Policy 3.7.2 – Asset Management is attached for consideration.

FINANCIAL IMPLICATIONS:

While not having any immediate financial implications, the long term impacts of implementing the policy will include:

- Using whole-of-life costs as the basis for decision-making regarding material asset acquisition, replacement, maintenance and disposal
- Developing and maintaining operational plans for each asset class, identifying full life cycle costs, service level requirements, maintenance requirements, risks, refurbishment, replacement and disposal requirements

VOTING REQUIREMENTS:
Simple Majority

OFFICER RECOMMENDATION/ RESOLUTION:

2017/029

Moved: Cr Sims

Seconded: Cr Oakes

That Policy 3.7.2 – Asset Management be adopted.

***CARRIED 7/0
Simple Majority***

Shire of Coorow Policy 3.7.2 - Asset Management

Policy Purpose

The purpose of this policy is to guide the strategic management of all of the Shire of Coorow (the Shire) assets in conjunction with other Integrated Planning & Reporting Framework (IPRF) strategies, relevant Legislation, Regulations, Australian Standards, Australian Accounting Standards, recognised best practice principles and other Shire policies.

It will be achieved by:

- DEVELOPING AN ASSET MANAGEMENT STRATEGY (AMS);
- PREPARING ASSET MANAGEMENT PLANS INFRASTRUCTURE ASSETS (ROADS, DRAINAGE, FOOTPATHS) AND COMMUNITY FACILITIES (LAND, BUILDINGS, PLANT & EQUIPMENT AND OTHER INFRASTRUCTURE);
- ADOPTING AND MAINTAINING PROCEDURES FOR THE CONTINUOUS IMPROVEMENT IN ASSET MANAGEMENT CAPACITY AND CAPABILITY; AND
- Ensuring that the AMS and associated systems are kept up to date

Introduction to Asset Management

The IPRF requires all local governments to plan for the future, including consideration of how the Shire will continue to deliver services to the community on a long-term basis in a financially sustainable and efficient manner. A strong focus on long-term strategic asset and financial planning is important because there is:

- increasing and changing demand for services as the Shire's population profile changes;
- increasing community expectation in relation to service provision, accountability and value for money;
- limited ability to grow revenue/finite resources; and
- a need to maintain, renew or replace infrastructure to meet future demand.

This Asset Management Policy has been prepared to provide a foundation for Shire's Asset Management Strategy, Asset Management Plan and related Asset Plans.

The Shire's Asset Management Vision and Objectives

3.1 Asset Management Vision

The Shire's vision for the management of its assets is for a portfolio which aligns with the community's aspirations and the Shire's strategic objectives.

3.2 Strategic Asset Management Objectives

The Shire has adopted five key strategic asset management objectives, which, together with their desired outcomes, are outlined in the following table.

Strategic Objective	Desired Outcome
Direction and Accountability	Defined roles and responsibilities and accountabilities that are clearly understood across the organisation and integrated into the Shire's business and resources planning process.
Lifecycle Management	A portfolio of assets that is aligned with the Shire's

	corporate, financial and business objectives, which is effectively and efficiently managed from asset conception, planning, design, use and disposal.
Data and Information Management	The ability to identify, analyse and model asset trends that enhance asset efficiency and effectiveness and enable informed decision-making.
Standards and Levels of Service	A portfolio of assets that is aligned with community and organisational expectations and priorities having regard to the financial context of the Shire.
Continuous Improvement	Ongoing improvement in asset management competency and capacity.

Policy Objectives

The key objective of this policy is to ensure that there is organisation-wide commitment to asset management and that the objectives of the Shire's Asset Management Strategy and Plans are achieved. This will ensure financial data on asset renewals, maintenance of existing assets, and new assets are identified and form part of the Shire's long-term financial planning.

The principal objective of asset management is to enable the Shire to meet its service delivery objectives efficiently and effectively, in a way that ensures:

- Assets are managed in accordance with relevant legislation;
- Asset Management is an integral part the IPRF Framework;
- An asset "whole-of-life" approach is taken in the management of the Shire's assets;
- Risk is considered in the development of asset strategies;
- Asset performance is measured against defined levels of service outlined in the Asset Management Strategy and Plans;
- Assets are brought to account in accordance with the requirements of the appropriate accounting standards and reporting requirements;
- Informed decision-making is based on reliable data; and
- Asset management is sustainable.

Policy Commitments

The Shire has committed to the following principles and actions to achieve the objectives of this policy:

- Develop and review (at a period of no more than 2 years) the Shire's Asset Management Strategy and Plans;
- Ensure the integration of the Asset Management Strategies and Plans with the Shire's Strategic Community Plan and informing strategies, particularly the Long Term Financial Plan;
- Allow the Strategic Community Plan to inform asset requirements to reflect community priorities;
- Ensure that the asset management system complies with relevant Australian Accounting Standards, relevant Legislation, Regulations, Australian Standards and other Shire policies;
- Consider options for the Shire to facilitate delivery of services by a third party;
- Develop documented service level agreements with key stakeholders and internal asset owners to ensure the sustainability of assets and the Shire's services;

- Use whole-of-life costs as the basis for decision-making regarding material asset acquisition, replacement, maintenance and disposal;
- Monitor asset utilisation and predict future demand changes;
- Identify, through risk management and condition assessments, initiatives to reduce exposure to injury, liability, and asset and service failure;
- Develop and maintain operational plans for each asset class, identifying full life cycle costs, service level requirements, maintenance requirements, risks, refurbishment, replacement and disposal requirements;
- Provide relevant information to support asset management, including the effective collection, collation and analysis of asset data;
- Keep informed on issues relating to asset management best practice;
- The optimisation and rationalisation of assets in order to provide community services at the best possible value-for-money; and
- Measure and report on the efficiency and effectiveness of asset performance including functionality, suitability, location, accessibility, utilisation and cost.

Asset Management Responsibility and Accountability

Responsibility for asset service delivery and asset management, including accountability and reporting requirements of day-to-day operations, will be clearly established and clearly communicated. This will ensure that both Elected Members and Shire staff are clearly aware of their roles and responsibilities in relation to asset management.

To manage assets effectively, responsibility for their control must be defined and assigned. Asset registers are to be kept up-to-date and provide timely and meaningful information that meets the decision-making requirements of the Shire's management.

At a minimum, the following broad roles and responsibilities are assigned through this policy:

Elected Members

- Responsible and accountable for the stewardship of the Shire's assets;
- To ensure that appropriate resources are allocated and funded in the Shire's financial planning process in order to achieve the strategic asset management objectives and implementation of asset plans.
- Approve the Asset Management Policy; and
- Endorse Asset Management Strategies and Plans.

Executive Group, including CEO, DCEO and Managers

- Ensure that sound business principles are adopted in the preparation of Asset Management Strategies and Plans;
- Ensure the integration and compliance with the Asset Management Policy and Strategies & Plans with other policies and business processes of the Shire;
- Ensure that strategies and resources are in place to develop, maintain and review the Shire's Asset Management related documents, procedures, processes and systems.

Managers responsible for the management of Assets in each asset class

- Implement, maintain and review the Asset Management Policy, Strategies & Plans in accordance with this policy's objectives and commitments;
- Develop, maintain and review Asset Management Plans relevant to their asset class and service provision responsibilities;
- Review the Asset Management Policy every 2 years in line with Asset Management Strategy and Asset Plans;
- Engage current and up-to-date technologies, methodologies and continuous improvement processes; and
- Facilitate acknowledged best practice in asset management.

11.4.5 COOROW SWIMMING POOL FOCUS GROUP

AUTHOR	Leanne Parola
DISCLOSURE OF INTEREST	Swimming Pool Season Ticket Holder
DATE OF REPORT	7 March 2017
FILE	ADM0163 – Council Properties, Design & Construction, Swimming Pool – Pool Upgrade
ATTACHMENT	Nil

SUMMARY:

To consider establishing a Coorow Swimming Pool Focus Group for the purpose of making recommendations regarding the proposed Coorow Swimming Pool Redevelopment.

BACKGROUND:

A concept plan has been prepared for the redevelopment/renewal of the Coorow Swimming Pool and was released for public consultation, particularly to ascertain whether users would prefer option A (removing the current kids pool and replacing it entirely), option B (retaining the current kids pool and extending it).

A copy of the plans was displayed at the Coorow Swimming Pool and at the Shire's Coorow Administration Office for several months, as well as appearing in the 'Magpie Squawk' and on the Shire of Coorow website.

COMMENT:

The public comments received in relation to the concept plan focussed largely on whether people preferred option A (removing the current kids pool and replacing it entirely), option B (retaining the current kids pool and extending it). While this is an important issue, it is only one of many requiring careful consideration.

This report recommends that establishment of a small focus group to provide recommendations to Council on changes to the concept plans to ensure that the redevelopment meets the current and future needs of the community.

The focus group should be reflective of the users of the pool including representatives of the Swim Club and Coorow Primary School as well as individuals from the general public.

There are some great examples of public swimming pools that have been redeveloped in the past few years, and it has been suggested that if established, the focus group should visit some of these facilities to observe contemporary pool design and learn from the experiences of other Shires.

STATUTORY ENVIRONMENT:

Nil

STRATEGIC IMPLICATIONS:

The following aspirations, objectives and strategies have been identified as best meeting the Shire’s vision over the coming decade:

ASPIRATIONS	OBJECTIVES	STRATEGIES
Theme 1: Community Wellbeing		
<p>Safe and Secure <i>All members of our community have access to appropriate facilities and services in a safe environment. People feel safe and secure.</i></p> <p>Healthy Lifestyles <i>We are a healthy community with an active lifestyle and high standard of living.</i></p> <p>A Sense of Community <i>We belong to a cohesive, connected community. There is a strong sense of community pride and identity.</i></p>	<ul style="list-style-type: none"> ■ Create and maintain safe and attractive places for people to live, work and play ■ Our communities have active and healthy lifestyles ■ A culture that encourages and supports events, community interaction, sport and recreation activities and volunteering in local community organisations 	<ul style="list-style-type: none"> ■ Ensure facilities and infrastructure are well maintained and safe for use ■ Ensure built and natural environments provide a sense of safety and security ■ Advocate for improvements in housing affordability and access to appropriate housing ■ Create safe public places that people want to use during the day and at night ■ Facilitate healthy lifestyles within the community through recreation facilities and programs ■ Support live performance, exhibitions and other arts opportunities ■ Encourage increased town site interaction through sport and cultural events ■ Encourage strong community participation and involvement ■ Provide social facilities and services to serve the lifestyle needs of our communities ■ Improve services and facilities that actively support youth, disability and seniors in the region

POLICY IMPLICATIONS:

Policy 9.4.14 - DAIP Strategies to Improve Access and Inclusion

FINANCIAL IMPLICATIONS:

The cost of running a focus group and/or a tour of other regional facilities can be accommodated within the 2016/2017 budget.

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION/ RESOLUTION:

2017/030

Moved: Cr Clement

Seconded: Cr Cullen

That the:

- 1) Chief Executive Officer establish a Coorow Swimming Pool Focus Group to make recommendations to Council regarding the designs for the redevelopment of the Coorow Swimming Pool.***

- 2) Coorow Swimming Pool Focus Group include the following members:***
 - a. Coorow Swimming Club representative (1)***
 - b. Coorow Primary School representative (1)***
 - c. Senior member of the community (1)***
 - d. Other member of the community (1)***

***CARRIED 7/0
Simple Majority***

11.4.7 COOROW CRICKET PITCH COVER

AUTHOR	Leanne Parola
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	7 March 2017
FILE	ADM0605
ATTACHMENT	Nil

SUMMARY:

To consider a variation to the 2016/2017 Annual Budget to allow the purchase of a cricket pitch cover for the Coorow Oval.

BACKGROUND:

In the past, the cricket pitch at the Coorow Oval has been covered with sand by the Shire for the football season.

COMMENT:

The cost of covering (and uncovering) the cricket pitch on the Coorow Oval with sand and returfing it each year for the football season is currently borne as an operating expense. There is also the expense at the start of the cricket season to uncover the pitch.

It costs the Shire approximately \$4,500 per annum to carry out these works and it results in sand build up around the pitch itself.

A quotation has been sought for the purchase of a cricket pitch cover which could be utilised instead. This quote was approximately \$6,800, at least one other quote will need to be sought to meet the requirements of the purchasing policy.

Obviously there would still be a cost to install and remove the cover this year, which is estimated at \$350. This would result in operational savings each year of over \$4,000.

STATUTORY ENVIRONMENT:

Nil

STRATEGIC IMPLICATIONS:

The following aspirations, objectives and strategies have been identified as best meeting the Shire's vision over the coming decade:

ASPIRATIONS	OBJECTIVES	STRATEGIES
Theme 1: Community Wellbeing		
Safe and Secure <i>All members of our community have access to appropriate facilities and services in a safe environment. People feel</i>	<ul style="list-style-type: none">■ Create and maintain safe and attractive places for people to live, work and play	<ul style="list-style-type: none">■ Ensure facilities and infrastructure are well maintained and safe for use■ Ensure built and natural environments provide a sense of safety and security■ Advocate for improvements in housing

<p><i>safe and secure.</i></p> <p>Healthy Lifestyles <i>We are a healthy community with an active lifestyle and high standard of living.</i></p> <p>A Sense of Community <i>We belong to a cohesive, connected community. There is a strong sense of community pride and identity.</i></p>	<ul style="list-style-type: none"> ■ Our communities have active and healthy lifestyles ■ A culture that encourages and supports events, community interaction, sport and recreation activities and volunteering in local community organisations 	<p>affordability and access to appropriate housing</p> <ul style="list-style-type: none"> ■ Create safe public places that people want to use during the day and at night ■ Facilitate healthy lifestyles within the community through recreation facilities and programs ■ Support live performance, exhibitions and other arts opportunities ■ Encourage increased town site interaction through sport and cultural events ■ Encourage strong community participation and involvement ■ Provide social facilities and services to serve the lifestyle needs of our communities ■ Improve services and facilities that actively support youth, disability and seniors in the region
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POLICY IMPLICATIONS:

Policy 3.6.3 – Purchasing of Goods & Services

FINANCIAL IMPLICATIONS:

The 2016/2017 budget includes wages, overheads and plant costs for the removal and covering of the cricket pitch. A budget variation is proposed to allow the purchase of a cricket pitch cover, to be off set against the Coorow Oval maintenance account.

VOTING REQUIREMENTS:

Absolute Majority

OFFICER RECOMMENDATION/ RESOLUTION:

2017/031

Moved: Cr Girando

Seconded: Cr Jack

That the 2016/2017 Annual Budget be amended accordingly:

JOB/GL	Description	Current Budget	Amended Budget
G020	Coorow Oval Maintenance	70,266	63,466
2764	Maley Park (Infra Other)	0	6,800

**CARRIED 7/0
Absolute Majority**

12. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN:

Nil

13. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION:

RESOLUTION: **2017/032**

Moved: Cr Jack

Seconded: Cr Bothe

That Council consider three (3) items of urgent/late business.

***CARRIED 7/0
Absolute Majority***

Councillor Cullen left the meeting at 5.30 pm and did not return.

13.1 LEEMAN BOWLING CLUB RESURFACE GRANT APPLICATION

AUTHOR	Ted Jack
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	10 March 2017
FILE	NSB1719 LEEMAN BC CSRFF APPLICATION
ATTACHMENT	Leeman Bowling Club – CSRFF Small Grants Application & Supporting Documents

SUMMARY:

To review and consider the attached Department of Sport and Recreation – CSRFF Small Grants application form for the resurfacing of the Leeman Bowling Club's bowling rink.

BACKGROUND:

The Leeman Bowling Club surface is now 12 years old has been in poor shape for some time and is deteriorating quite rapidly. As it currently stands, it is at the end of its useful life and is barely suitable for pennant play. Further deterioration will render it unusable for its intended purpose. The Leeman Bowling Club intends to apply for a Department of Sport and Recreation CSRFF Small Grant to fund 1/3 of the replacement cost. The Shire is also being requested to provide 1/3, leaving the Club to cover the other 1/3.

COMMENT:

The Leeman Bowling Club has committed their best efforts in retaining the quality for as long as possible but it has now reached the stage where a resurface is required.

The Council will need to consider the contribution of 1/3 of the cost (in the 2017/18 budget) and advise the Department of Sport and Recreation of their support of this project. As this is the only project being submitted, it will be given priority one if supported by Council.

The Leeman Bowling Club has also committing an in-kind contribution towards the project.

STRATEGIC IMPLICATIONS:

STRATEGIC PRIORITIES

The following aspirations, objectives and strategies have been identified as best meeting the vision over the coming decade:

ASPIRATIONS	OBJECTIVES	STRATEGIES
Theme 1: Community Wellbeing		
<p>Healthy Lifestyles <i>We are a healthy community with an active lifestyle and high standard of living.</i></p> <p>A Sense of Community <i>We belong to a cohesive, connected community. There is a strong sense of community pride and identity.</i></p>	<ul style="list-style-type: none"> ■ Our communities have active and healthy lifestyles ■ A culture that encourages and supports events, community interaction, sport and recreation activities and volunteering in local community organisations 	<ul style="list-style-type: none"> ■ Facilitate healthy lifestyles within the community through recreation facilities and programs ■ Support live performance, exhibitions and other arts opportunities ■ Encourage increased town site interaction through sport and cultural events ■ Encourage strong community participation and involvement ■ Provide social facilities and services to serve the lifestyle needs of our communities ■ Improve services and facilities that actively support youth, disability and seniors in the region

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Matching the required 1/3 (33.3%) contribution towards the total project (cash component) cost in the 2017/2018 Budget. This mandates a commitment of \$43,030 to match the committed \$43,030 from Leeman Bowling Club and requested \$43,030 from Department of Sport and Recreation (CSRFF Small Grants) for a combined cash cost of \$129,090.

This project (including Council’s commitment) is included in the Long Term Financial Plan adopted by Council at the February 2017 Ordinary Meeting for the 2017/2018 financial year.

There is a further commitment of approximately \$6,400 of in-kind value being contributed by Leeman Bowling Club.

VOTING REQUIREMENT:

Single Majority

OFFICERS RECOMMENDATION/ RESOLUTION:

2017/034

Moved: Cr Jack

Seconded: Cr Oakes

That the:

- 1) proposed resurfacing of the Leeman Bowling Club rink and corresponding Department of Sport and Recreation CSRFF Small Grant application be approved***
- 2) amount of \$43,030 be included in the 2017/18 budget to cover the 1/3 contribution as stated in the funding application.***

***CARRIED 7/0
Simple Majority***

13.2 AUDIT REGULATION 17 REVIEW

AUTHOR	Peter Crispin
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	27 January 2017
ATTACHMENT	13.2A Review of Risk Management, Legislative Compliance and Internal Controls 13.2B Risk Management, Legislative Compliance and Internal Controls Implementation Plan
FILE	ADM0081 – Financial Management, Audit, External

SUMMARY:

Presentation of the 2016 Review of Risk Management, Legislative Compliance and Internal Controls to Council’s Audit Committee for review.

BACKGROUND:

The Chief Executive Officer is required to review the appropriateness and effectiveness of the Shire’s systems and procedures in relation to risk management, internal control and legislative compliance at least once every two years.

The last review was carried out in 2014 by the then Chief Executive Officer. It was considered appropriate to engage an external consultant to review the Shire’s systems and procedures in relation to risk management, internal control and legislative compliance to ensure an independent and impartial review.

COMMENT:

Moore Stephens were engaged to carry out the review and have now provided their report as attached.

In summary, the report found that in relation to risk management, the current systems are not considered to be effective and required further development. The current systems relating to internal control and legislative compliance were considered to be generally operating effectively.

The report has recommended an Improvement Plan which is made up of 51 improvement opportunities. Some of the recommended actions can be easily achieved, whilst others will require more time and/or resources to implement.

The attached table provides a list of the recommended actions in the Improvement Plan and the associated action/timeframe proposed by staff.

STATUTORY REQUIREMENTS:

Local Government (Audit) Regulations 1996, Regulation 16 and 17.

POLICY IMPLICATIONS:

The Risk Management, Legislative Compliance and Internal Controls Implementation Plan includes a number of recommendations to delete current policies and adopt several new ones as follows:

Delete:

- 1.1.1 Matters to be discussed at Council Meetings/Tabling of Reports
- 1.1.2 Press Statements/Media Interviews
- 1.1.8 Members Meeting Fees and Allowances
- 2.1.2 Entertainment Expenses
- 2.1.5 Authorisation to Purchase Goods and Services
- 3.2.2 Payment of Accounts
- 3.2.7 Rates Discount

Amend:

- 1.1.12 Complaints Policy
- 1.2.1 Use of Council Administration Facilities
- 2.1.9 Occupational Health and Safety
- 2.1.19 Bullying and Harassment
- 2.1.26 Personal Use of Council Plant
- 2.1.30 Shire of Coorow Staff Uniforms (Outside Staff)
- 3.2.9 Allocation of Vehicle Licence Plate Funds to Community Groups
- 3.3.1 Council Investments
- 3.6.1 Regional Price Preference
- 3.6.2 Purchases of Goods & Services

New:

- Tender Policy
- Internal Control Policy
- Legislative Compliance Policy

A separate report will be presented to Council to consider these recommendations.

FINANCIAL IMPLICATIONS:

The majority of the recommendations within the Review can be addressed within the current budget or included in future budgets.

STRATEGIC IMPLICATIONS:

One of the values expressed in the Shire of Coorow Community Strategic Plan is that of accountability. Many of the recommendations from the Report would support this value.

The largest area for improvement relates to risk management. The recommended improvements in this area will impact on future versions of integrated planning documents.

VOTING REQUIREMENT:

Simple Majority

AUDIT COMMITTEE RECOMMENDATION/ RESOLUTION:

2017/035

Moved: Cr Clement

Seconded: Cr Sims

That the:

- 1) 2016 Review of Risk Management, Legislative Compliance and Internal Controls be received.**
- 2) Proposed Risk Management, Legislative Compliance and Internal Controls Implementation Plan be endorsed.**

**CARRIED 7/0
Simple Majority**

13.3 BACKHOE REPLACEMENT

AUTHOR Kelvin Bean
DISCLOSURE OF INTEREST Nil
DATE OF REPORT 15 March 2017
FILE
ATTACHMENT

SUMMARY:

To consider tenders received for the purchase of a new backhoe and trade/sale of the John Deere 315C.

BACKGROUND:

The Budget Review adopted by Council at its February Council Meeting included the replacement of the John Deere 315C Backhoe.

A tender was advertised through the WALGA preferred supply program, opening on 1 March 2017 and closing at 3.00 pm 10 March 2017.

Five tenders were received and prices set out in the matrix below:

Company	Hitachi Construction Machinery (Australia) Pty Ltd	Westrac Pty Ltd	JCB Construction Equipment Australia	JCB Construction Equipment Australia	Smith Broughton & Sons	Pickles Auctions
Machine Offered	315 SL	432 f2	Jcb 3cx apc classic	JCB 3CX Elite		
Price Ex GST	182,300	\$168,950	\$157,500	\$169,500		

Extras not included	Hydraulic Quickhitch option \$3,000	0	0	0		
Sub Total Ex GST	\$185,300	\$168,950	\$157,500	\$169,500		
Trade in/Purchase Outright Ex GST	\$30,000	\$21,000	\$29,500	\$29,500	\$17,000	\$27,273.64
Change over Total Ex GST	\$152,300	\$147,950	\$128,000	\$140,000		
Warranty Months/Hours	Full Machine 60 months/5,000 Hours	48 months/3000 hours	60 months/5,000 hours	60 months /5,000 hours		

VOTING REQUIREMENT:

Simple Majority

OFFICER RECOMMENDATION/ RESOLUTION:

2017/036

Moved: Cr Sims

Seconded: Cr Clement

That:

- a. The price from Westrac Pty Ltd for the supply of a 432F2 backhoe be accepted***
- b. The price from Pickles Auctions for the purchase of the John Deere 315C backhoe be accepted.***

Subject to the satisfaction of the Manager Works & Services with the 432F2 after a demonstration.

***CARRIED 6/0
Simple Majority***

14. MATTERS BEHIND CLOSED DOORS:

Nil

15. DATE OF NEXT MEETING:

15.1 ORDINARY MEETING OF COUNCIL

Ordinary Meeting

Next meeting of Council will be held on Wednesday 19 April 2017 at the Green Head Community Hall from 5.00 pm.

16. CLOSURE:

There being no further business the President, Moira Girando JP closed the meeting at 5.40 pm

17. CONFIRMATION:

I, **Moira Jean GIRANDO JP**, certify that the Minutes of the meeting held on 15 February 2017, as shown on page number 1 to 210 were confirmed as a true and correct record by Council in Resolution No 2017/021 at the meeting held on the 15 March 2017.

CHAIRPERSON

DATE