



## Works & Services Committee

# Minutes

16 May 2018

The Committee Meeting held –  
on Wednesday, 16 May 2018  
in Council Chambers, Cavell Street Calingiri  
commencing 11.12am.

## DISCLAIMER:

The recommendations contained in this agenda are officers' recommendations only and should not be acted upon.

The decisions of the Committee are not considered final until the minutes of the Committee meeting are adopted by Council at a subsequent meeting or advised in writing by the CEO or authorised person.

Members of the public should also note that they act at their own risk if they enact any resolution prior to receiving official written notification.

Please note that meetings may be recorded for minute taking purposes.

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## Shire of Victoria Plains Works & Services Committee Meeting

Held in the Council Chambers, Cavell Street, Calingiri  
on Wednesday, 16 May 2018 commencing at 11.00am.

### 1. DECLARATION OF OPENING

#### 1.1 Opening

The President declared the meeting open at 11.12am

#### 1.2 Announcements by presiding member

The President noted the attendance of the Manager Works and Services, and the Environmental Health Officer / Building Surveyor.

#### 1.3 Announcement of visitors and presentations

None

### 2. RECORD OF ATTENDANCE

Members present	Cr D Lovelock, President Cr P Bantock, Deputy President Cr J Corless-Crowther Cr A Broadhurst Cr J King Cr S Penn Cr N Clarke
Staff attending	Ms GM Teede, Chief Executive Office Mr R Edwards, Manager Works & Services Mr N Mitchell, Governance Mr A Ramsay, EHO
Apologies	Nil
Approved leave of absence	Nil

Visitors Nil

Members of the public Nil

### 3. DISCLOSURES OF INTEREST

Type	Item	Person / Details
3.1	Financial	Nil
3.2	Proximity	Nil
3.3	Impartiality	Nil

### 4. PUBLIC QUESTION TIME

Not required – Committee has no delegated authority

### 5. CONFIRMATION OF MINUTES

#### COMMITTEE DECISION

Moved Cr Penn

Seconded Cr Bantock

That the Minutes of the Ordinary Council Meeting held 18 April 2018 as circulated, be confirmed as a true and correct record.

**CARRIED 7 / 0**

#### Business arising from Minutes

Nil

### 6. MEMBERS QUESTIONS WITHOUT NOTICE

Nil

### 7. PRESIDENT AND COUNCILLORS REPORTS

CBH – seeking accommodation for 8 people for development of facility  
- seeking possible assistance with private works (plant hire), gravel and water

## 8. REPORTS REQUIRING DECISION

### 8.1 REPORT – MANAGER WORKS AND SERVICES

<b>File reference</b>	A1.2.1
<b>Report date</b>	10/05/2018
<b>Applicant/proponent</b>	Shire of Victoria Plains
<b>Officer disclosure of interest</b>	Nil
<b>Previous meeting references</b>	Nil
<b>Prepared by</b>	RL Edwards, Manager Works And Services
<b>Authorised by</b>	
<b>Attachments</b>	
Attachment 1	Vehicles & Plant Report April 2018
Attachment 2	

#### **PURPOSE**

Report to Council outlining upcoming Shire projects and disposal of plant.

#### **BACKGROUND**

Report to Council on the past month's activities.

#### **COMMENT**

##### Ag Lime Route

AgLime Route 2 cost assessment has been completed and submitted to Louise Adamson at Main Roads with favourable results for our request for an extra \$78k, a total of \$2.678m. This repair and widening work will be carried out in 2018/19.

##### RRG Projects

The Shire's MCA for the 2018/19 RRG funding of \$637,410. on the Toodyay-Bindi-Bindi Rd at Bolgart was underpriced, there will be too little money to complete the full program, meaning that some of the re-sealing work won't be done unless funds from other sources can be used.

The re-placement of culverts c/w the fitting of barriers to Austroads standards is a cost that's been underpriced. A full cost assessment that the total project cost would be over \$900k.

##### Draft Budget 2018-2019

The Draft Budget will dictate the amount of funds which will be available to spend on roads in 2018/19. The amount which was available in the previous Budget was far short of what was needed for Maintenance Grading, Road-users expectations far out-weighted what the Shire could deliver. Once the draft is available the Councillors should join a bus trip to inspect the roads on our Hierarchy listing and determine where the money should be spent.

##### Western Riverlands Poultry Intersection

Agreement over the cost of the intersection has continued to drag out despite our efforts to resolve the stalemate. The stumbling block is the difference between the original cost estimates

given by the Shire of \$70-150k for its construction to the \$500k estimated for an Austroads standard Intersection entering a heavily used road such as an AgLime Road-train route like Mogumber West Rd. The agreement between Santrev P/L and the Shire clearly mentions that the construction would be to an engineering standard.

#### CBH Calingiri

CBH have once more been reminded that a decision before June 30<sup>th</sup> will be needed if they intend to partner with the Shire with the relocation of the Rail Crossing Intersection adjoining their Calingiri Facility. Main Roads have now approved our 2018/19 AgLime Program, it would need to be a convincing joint approach, with a rock solid guarantee that CBH would fund the difference in the funding allocated for the Intersection upgrade and what it would cost for the relocation.

#### Old grader

Following a Council decision, the Shire's older Grader will be put up on an On-line Auction in the very near future, Smith Broughton have been selected in preference to Pickles and Manheim.

### **CONSULTATION**

AgLime Route Funding: Louise Adamson Main Roads WA: funding, Tony Saraullo Roadswest Engineering: Assessment, costing and design. Bob Waddell & Associates; Our finance structure, CEO Glenda Teede, Dave Lovelock Shire President

The Draft Budget: CEO Glenda Teede, Cr Dave Lovelock, Shire President: Councillor's bus trip for road assessment.

Western Riverlands Poultry Intersection: Jason Francis Santrev P/L Project Manager, Tony Saraullo Roadswest Shire's Consultant Design Engineer, CEO Glenda Teede, David Lovelock Shire President.

CBH re Calingiri Rail Intersection: Kevin Black contact for upper management. CEO Glenda Teede, Dave Lovelock Shire President.

Smith Broughton Auctioneers: Kenn Macpherson Smith Broughton, CEO Glenda Teede, Bob Waddell Finance.

### **STATUTORY CONTEXT**

Nil

### **CORPORATE CONTEXT**

Nil

### **STRATEGIC IMPLICATIONS**

Strategic Community Plan adopted 28 March 2018 –

4.	<b>Infrastructure – to maintain / add to infrastructure used by the community</b>
4.3	Maintain / improve community facilities to an agreed standard

### **FINANCIAL IMPLICATIONS**

Nil

## VOTING REQUIREMENTS

Absolute majority required: No

## COMMITTEE DECISION / OFFICER RECOMMENDATION

Moved Cr Clarke

Seconded Cr Broadhurst

That the report of the Manager of Works and Services be received.

**CARRIED 7 / 0**

Commonly-used abbreviations	
CEO	Chief Executive Officer
RRG	Regional Roads Group



## 8.2 EHO/BS REPORT

### Shire buildings inspection

Checked a number of them –

- Calingiri Sports Club vested in Shire.
- Significant maintenance and upkeep issues looming.
- Ownership of buildings is often unclear, and accordingly responsibility to maintain the buildings is also uncertain.
- Ownership of the infrastructure as distinct from control of the land needs to be established urgently.
- Also noted was safety and signage issues.

### Gym (CEO)

Need an indemnity form, as there are various items that unfamiliar users are potentially at risk. The CEO is working with LGIS to identify and address matters of concern.

### Poultry Farm

Working with them extensively to resolve compliance issues.

### Mogumber Tavern

Liquor Licencing are working with them to resolve licenced areas.

### Stable Fly Action Group

Will need direction from Council in time in relation to control of chicken manure, and the management of large stockpiles, and the resultant stable fly risk. Council may wish to consider joining the SFAG (approx. 11 members).

Some controls exist under regulations, but are limited.

Suggestion from elected members that an education program be undertaken for awareness. Materials provided at the Bolgart meeting will assist.

## **VOTING REQUIREMENTS**

Absolute majority required:           No

## **COMMITTEE DECISION**

Moved Cr Lovelock

Seconded Cr Clarke

That it be recommended to Council that the gym is to be closed immediately until such time as matters relating to OHS are finalised following assessment by Local Government Insurance Services.

**CARRIED   7 / 0**

Note – relevant matters noted by LGIS are to be made available.

**9. MEMBER MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

None

**10. NEW BUSINESS OF AN URGENT NATURE REQUIRING DECISION**

None

**11. MEETING CLOSED TO PUBLIC**

Matters for which the meeting may be closed in accordance with the Local Government Act 1995 s.5.23(2).

Public reading of resolutions made during a closed meeting.

Nil

**12. CLOSURE OF MEETING**

There being no further business, the presiding member declared the meeting closed at 12.01pm.

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**CERTIFICATION**

These minutes were confirmed at the Works & Services Committee Meeting held on

\_\_\_\_\_

Signed \_\_\_\_\_  
(Presiding member at the meeting which confirmed the minutes)

Date \_\_\_\_\_

**Committee –**

- **Minutes are unconfirmed until adopted at the following meeting of Committee**
- **Committee decisions may be authorised by Council, or by CEO authority**

Vehicles & Plant Report YTD 30 April 2018

Plant No	Plant Description	Plant Repair Wages		Tyres & Tubes		Parts & Repairs		Insurance & Licences		Fuel & Oil		Cash Total		Operating Hours				
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual YTD	Budget	Total Life Hrs/Klms	Quarterly Budget Usage	Actual Verses Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$					
PAV42	Mitsubishi ASX LS	583				922		491		378		2,375				14532		
PAV43	Subaru Outback	182				2,299		660		2,219		5,359						
PAV44	Toyota Prado	216				1,570		419		1,041		3,246						
PAV45	Toyota Prado	67				3,282		419		3,319		7,087						
	<b>Total Admin Vehicles</b>	1,048				8,072		1,989		6,957		18,066						
PFT10	Toyota Landcruiser					1,464		170				1,634						
PFT11	Fire Truck - Bolgart							660		60		720						
PFT13	Isuzu Fire Truck							2,165				2,165						
PFT14	Fire Truck Isuzu - New Norcia			35		620		2,807				3,462						
PFT15	Isuzu Fire Truck - Calingiri	58				1,844		2,914				4,816						
PFT16	Isuzu Fire Truck - Yerecoin					457		2,216				2,672						
	<b>Total Bush Fire Vehicles</b>	58		35		4,385		10,932		60		15,470						
PWV54	Nissan RX D/Cab	527		27		727		501		2,329		4,110				101344		
PWV56	Toyota Hilux	628				480		461		1,731		3,300				55570		
PWV57	Toyota Hilux	1,022		824		1,532		474		2,645		6,497				92779		
PWV59	Nissan Navara	759		630		1,210		547		1,581		4,727				94902		
PWV60	Holen Colorado LS					514		358		1,310		2,182				49258		
PWV61	Isuzu D-Max 4x4 Space Ute	1,644		36		4,892		593		2,704		9,868				48367		
PWV63	Toyota Prado	348		905		2,019		395		5,215		8,882				53153		
	<b>Total Depot Vehicles</b>	4,927		2,422		11,375		3,327		17,516		30,685						
PEX01	Caterpillar Excavator	2,226				10,158		803		3,213		14,174				3166		
PGN01	Kubuto Gen Set K310							-		91		2,317						
PGN02	8KVA Silent Generator (Cal)							-		541		541				1068		
PGN03	6KVA Diesel Generator (Bol)					321		-		162		483				429		
PGR9	Caterpillar Grader 120	2,669		341		11,215		1,210		5,770		20,762				8000		-
PGR10	Caterpillar 120M Series Grader	1,393		4,966		5,246		1,518		7,026		20,149				6776		-
PLR2	Volvo L70D Multi Loader	1,832				3,219		466		930		6,447				11528		-
PLR8	Caterpillar Loader	1,274				3,308		1,058		4,620		10,260				3521		-
PLR9	Volvo BL71B Backhoe					181		1,038		863		2,081				558		-
PLR10	Bobcat T650 Track	964				4,296		811		1,871		7,942				1026		-
PM02	Hand Mowers							-										-
PM07	ToroZ580D 25hp Ride On Mowe	2,192				1,836		137		431		4,596				818		-
PM08	Turfmaster 30" Commercial Mow							15				15						-
PRB2	Road Broom	211						155		26		392				27		-
PR08	Dynapac 14T Drum Roller	2,177				1,402		696		3,600		7,875				1978		-
PR09	Bomag Multi-tyred Roller	2,576		871		2,367		894		3,580		10,287				2621		-
PSP2	Sundry Plant Items	3,758		30		11,143		874		783		16,587						-
PTK16	Mitsubishi Fuso 13 Truck	1,906				1,413		612		2,147		6,078				143348		-
PTK17	Hino 9 Tonne Tip Truck	2,403				8,167		784		4,788		16,141				208686		-

