



Shire of Victoria Plains

**Minutes of a Plant and Works Committee Meeting of
Council held**

On	Tuesday 11 th June 2013
At	Council Chambers, Calingiri
Commencing	11.01am

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1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Chairperson declared the meeting open at 11.01am.

2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE GRANTED

Chairperson: Cr J Kelly West Ward

Committee: Cr G Erickson South Ward
Cr D Holmes South Ward
Cr B Johnson East Ward

Observers: Nil

Apologies: Nil

Chief Executive Officer: Mr H Hawkins
Works and Services Manager: Mr G Stephens
Customer Services Officer: Mrs F Watson (Minutes)

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4 APPLICATIONS FOR LEAVE OF ABSENCE AND DECLARATIONS OF INTEREST

Nil

5 CONFIRMATION OF MINUTES

5.1 Confirmation of Minutes

The minutes of the Plant and Works Committee Meeting held 21st May 2013 were confirmed as a true and correct record of the proceedings by Resolution 99/2013 of the Ordinary Meeting held the same day.

6 ANNOUNCEMENT BY THE PRESIDING MEMBER WITHOUT DISCUSSION

Nil

7 PRESIDENT AND COUNCILLORS REPORTS

Cr Kelly

Complimented the Works Manager and his staff on the excellent work carried out on the Gillingarra Glentromie/Wirrilda Road

Chief Executive Officer

Attended a meeting with MRWA and Benedictine Community staff in New Norcia to discuss the current speed limit through the New Norcia townsite.

Policies state that the posted speed on a national highway should be no lower than 60km/h. Great Northern Highway is a National Highway.

Traffic counters will be placed in the New Norcia townsite this week to collect speed data. Main Roads WA are considering the placement of "reduce speed" signs and also looking at the distance of changes in posted speed signs outside the town limits.

The New Norcia bypass is at least 10 years away.

8 ITEMS FOR CONSIDERATION BY COMMITTEE

8.1 Plant and Works Committee Status Report

Resolution 109/2013

Moved Cr Erickson seconded Cr Holmes that the items in the Plant and Works Committee Status Report detailed below be noted.

Motion Put & Carried 4/0

Item No	Report Details	Plant and Works Committee Action Required	Status
W8	Works and Services Managers Report	Nil. Report received and noted.	Complete.
W9	Bin Road Calingiri – CBH Proposal	Resolved that members of the Plant and Works Committee reviewed and discussed the interim option put forward by CBH to enable Bin Road Calingiri to be kept open during harvest.	Ongoing.

W10	Budget Amendment – Gillingarra Glentromie Road Project	The Committee recommended that Council approve the amendments to the 2012/2013 annual budget as reported.	Complete.
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8.2 PLANT AND WORKS

W11 WORKS AND SERVICES MANAGERS REPORT

File Reference: A1.2.1
Report Date: 5th June 2013
Applicant/Proponent: n/a
Officer Disclosure of Interest: n/a
Previous Meeting References: Nil
Author: G W Stephens – Works and Services Manager
Attachments: Road Grading History
Road Network Areas
Gillingarra-Glentromie Road works changes

PURPOSE OF REPORT

To inform Council of the Works and Services Manager's, staff actions, works and information items.

BACKGROUND

A schedule of road and maintenance works that are undertaken throughout the Shire is provided for Councils information

COMMENT

Gardens, Parks, Villages and Road Verges

- Litter collection
- Administration centre gardens
- Depot maintenance
- Equipment maintenance
- Reticulation maintenance
- Yenart Bore field maintenance
- Routine rubbish site maintenance
- Noxious weed spraying rural roads
- Mowing, general maintenance, weed control and spraying
- Routine maintenance within the shire towns and rural areas

Yenart Bore Field

The bore is only run on a weekly basis to top up the tank on Goudge road and circulate the system.

Gillingarra Glentromie Road works

Background information

Gillingarra Glentromie Road is a Regional Roads Group project starting from the New Norcia Glentromie Road end, and finishing at the Great Northern Highway.

2011/2012 Works

Works schedule – import gravel, shape and compact, seal with bitumen/aggregate from 13.35 to 15.10km being a total of 1.75km.
13.35 to 14.05km (0.70km) – only gravel carted.
14.05 to 15.10km (1.05km) – seal completed.

Short fall on the works and target finish

2012/2013 Works

Works schedule – import gravel, shape, compact and seal with bitumen/aggregate.

Regional Roads Group Work Schedule 2012/2013

Start 11.95 and End 13.35 being a total of 1.40km.

Because the works were not completed for the section specified in the Regional Roads Group schedule for 2011/2012, the start of works was at the end of the seal at chainage 14.05 (*not at 13.35km*) being 700 meters short of the proposed start for the 2012/2013 project.

A total of 1.90km was completed (500 meters extra) for this years funding and came in \$15,322 under budget.

The 2012/2013 target (chainage 11.95km) was not reached due to the unfinished works from the previous year. With the amended budget for the 2012/2013 RR0019 (monies from 2011/2012 Regional Roads Group funds) this target will now be completed and funds from the Regional Roads Group can be claimed.

Resolution 103/2013 (from Ordinary Meeting 21/5/13)

Moved Cr Lovelock seconded Cr Kelly that Council approve the following amendments to the 2012-13 annual budget:

Income:

COA 16009 RRG Grant

Increase by \$45,341 (increase in cash)

Expenditure:

Job RR0019 Gillingarra-Glentromie Rd

Increase by \$52,993 (decrease in cash)

Job DRM Drainage Maintenance

Decrease by (\$7,652) (increase in cash)

Overall nil effect on budgeted 2012-13 Surplus.

Motion Put & Carried 8/0

Works Report

Works are near completed on the 700 meters west of the works carried out previously (1900 meters) this year on the Gillingarra Glentromie road. This will take the seal to 200 meters short of the Wirrilda road intersection. The road verges have been cleared to improve sight, improved vertical and horizontal alignments, road formation widened and storm water drainage improved, the storm water pipe within the section of works was replaced as the concrete pipe was decomposing, sealing the works will commence on the 5th June 2013 followed by the site clean up.

Maintenance Grading

Maintenance grading is in progress. One grader is currently grading roads; the other grader is on construction work completing the Gillingarra Glentromie Road works. Once the project is completed (approximately 7/6/2013) the second grader will be back on maintenance grading.

Toodyay Bindi Bind Intersection Line Marking

The line marking contractor engaged to do the line marking will not be doing the work (due to illness). The works were programmed to done on the 27th May at the Toodyay Bindi Bind/Goomalling Road intersection. Another contractor will be engaged to do the works.

Maintenance Grading Tender

Council have been concerned about the maintenance grading for rural roads within the shire, with having only two graders to service the whole shire. One of those graders can be tied up with construction for up to four months of the year.

There has been less formation grading carried out on the roads and with this in mind the shires road network has been divided up into 3 sections.

“Area 1”

Being Great Northern Highway to the Eastern boundary. Carani Road to the southern boundary of the shire.

“Area 2”

Being Great Northern Highway to the Eastern boundary. Carani Road to the northern boundary of the shire.

“Area 3”

Being Great Northern Highway to the Western boundary, taking in the Mogumber and Gillingarra and Waddington areas.

Council graders will service “Area’s 1 and 2” whilst it is proposed that a contractor will service “Area 3”.

“Area 3” has been duly advertised for tender (Tender RFT 1-2013.14) in the West Australian on Wednesday 29th May and Saturday 1st June with the deadline for tender submissions being 4.00pm (WST) on the 17th June 2013.

Plant

- PTL02 (Bobcat trailer) – 3 new tyres.
- PTL02 (Bobcat trailer) – repairs to trailer, cracked chassis.
- PLR06 (Bobcat) – 1 new tyre.
- PLR06 (Bobcat) – new windscreen wiper assembly.

Items from the Works and Services Meeting held 21st May 2013 taken on notice.

Nil

Administration

Meetings and Inspections during this reporting period

Administration
ROMAN11- Footpath register, road inventory data, road revaluation
Staff time sheets
Ordering parts and materials
Depot General Duties, phone, emails, design, staff works program, etc
Works and Services Agenda
Meetings
Works and Services Meeting/Council Meeting
Admin Staff meeting
Depot Staff meetings
Admin Meeting various held with CEO and Deputy CEO
Review draft 2013/2014 Works Budget
Insurance Schedules – Deputy CEO
Review Asset Management data
Roads Data - Asset Management Plan Deputy CEO
Site Inspections - Works
Calingiri, Bolgart, Mogumber Waste Sites - Weekly
Gillingarra Glentromie - New works
Road signage
Traffic Counters – Carani West Road, Waddington Road
Bolgart Communal area works
Rural Roads North Sector
Rural Roads South Sector
Bitumen Roads
Bolgart East Construction – Culverts

POLICY REQUIREMENTS

NIL

LEGISLATIVE REQUIREMENTS

There are no known legislative requirements related to this item.

STRATEGIC IMPLICATIONS

There are no known strategic implications related to this item.

➤ **Environment**

There are no known significant environmental implications associated with this proposal.

➤ **Economic**

There are no known significant economic implications associated with this proposal.

➤ **Social**

There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS

There are no financial implications to Council in relation to this item.

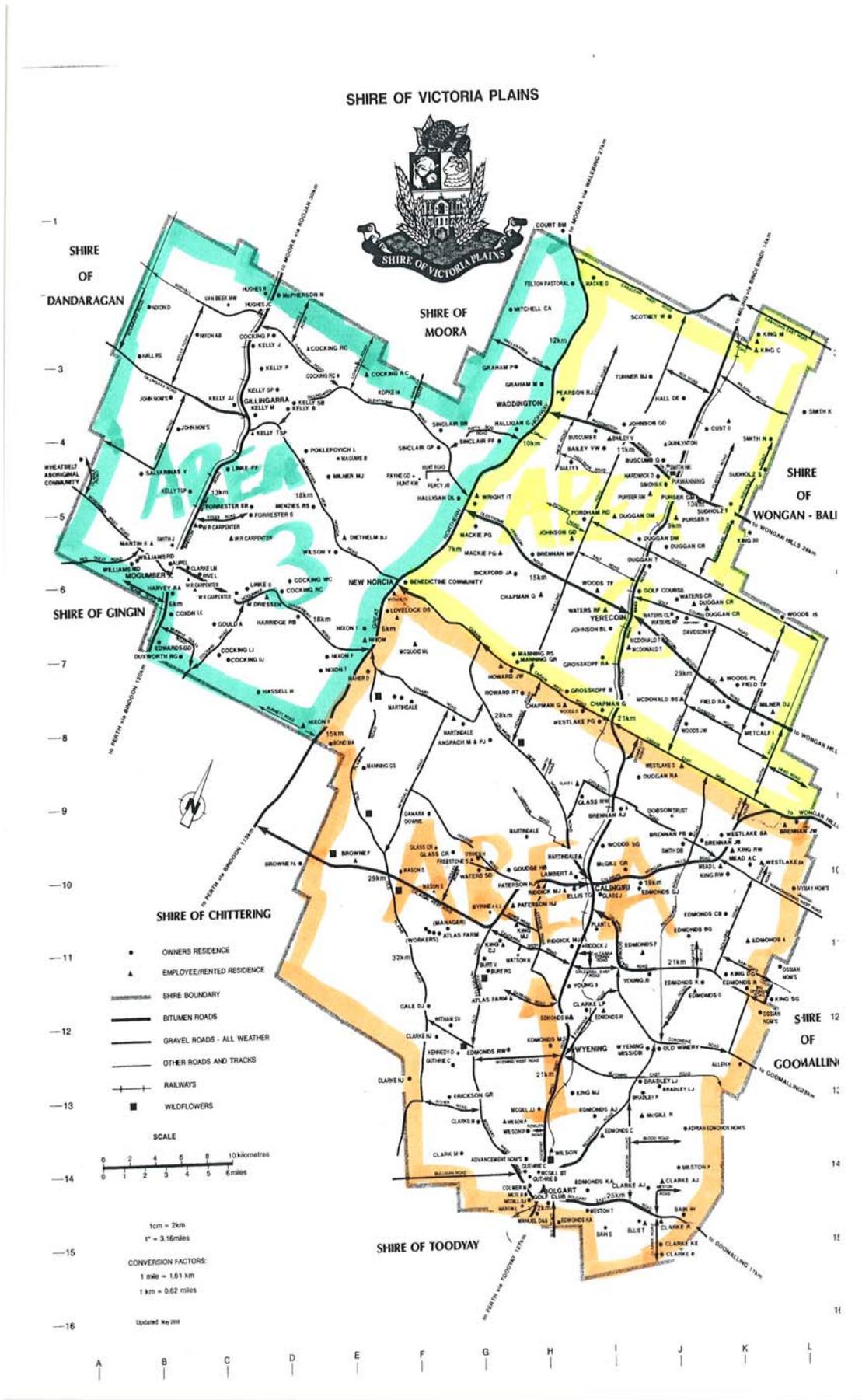
VOTING REQUIREMENTS

Absolute Majority Required: *No*

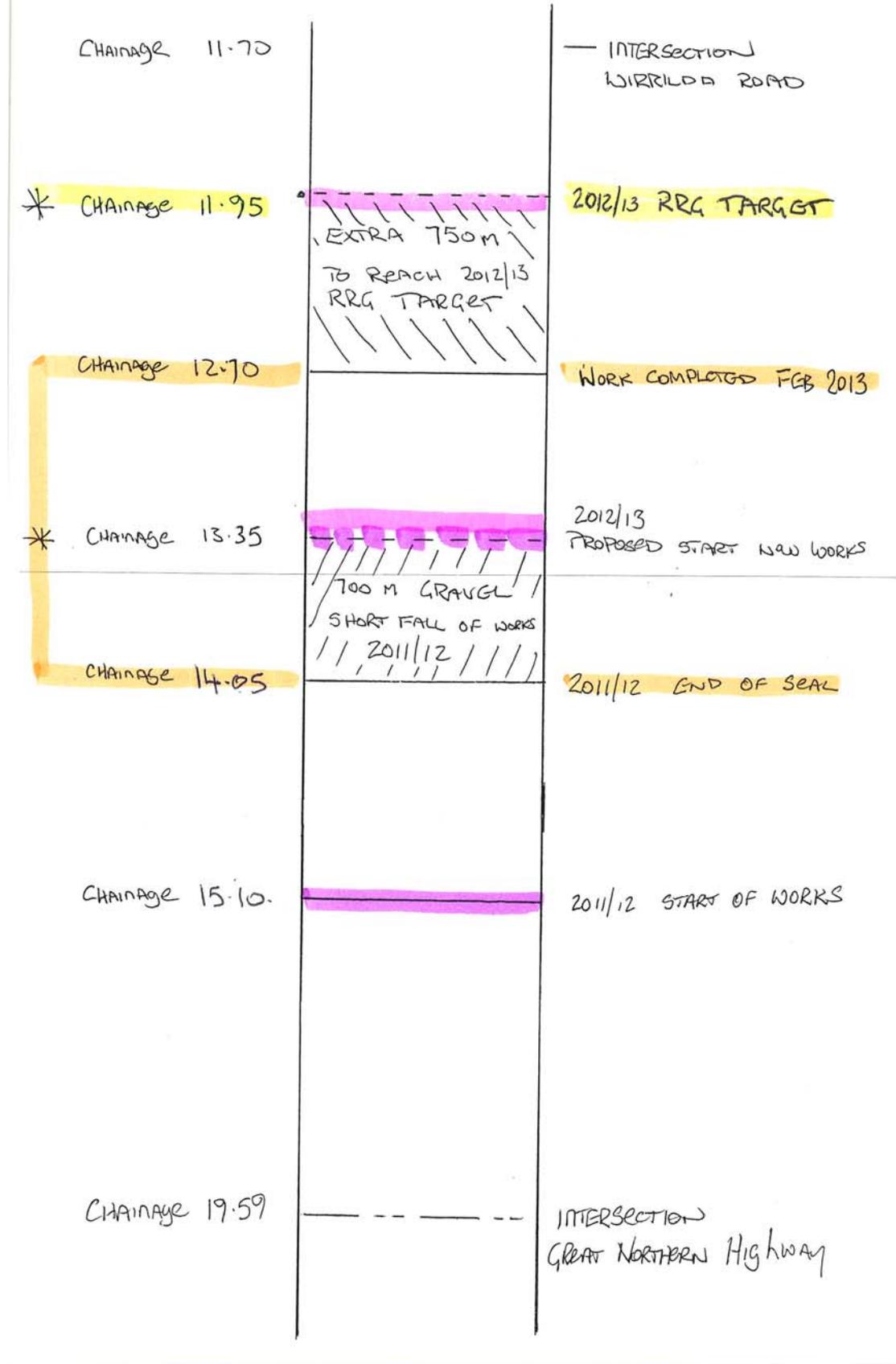
Resolution 110/2013

Moved Cr Erickson seconded Cr Johnson that the Works and Services Managers report be received and noted.

Motion Put & Carried 4/0



GILLINGARRA GLENTROMIE ROAD.



Vehicle and Plant Report – YTD 31st May 2013

Shire of Victoria Plains
Vehicles & Plant Report YTD 31st May 2013

Plant No	Plant Description	Plant Repair Wages		Tyres & Tubes		Parts & Repairs		Insurance & Licences		Fuel & Oil		Cash Total		Operating Hours		Actual YTD	Actual YTD	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Budget	Total Life Hrs/Kms			Quarterly Budget Usage
PAV32	Honda Accord Euro																	
PAV33	Holden Caprice																	
PAV34	Holden Caprice																	
PAV35	Ford Falcon XR6i 4.0L																	
	5 Total Admin Vehicles																	
PFT4	Fire Truck Mogumber																	
PFT6	2.4 Model Fire Truck																	
PFT8	2.4 Model Fire Truck																	
PFT9	Toyota Landcruiser																	
PFT11	Bobcat Fire Truck																	
PFT12	New Norcia Fire Truck																	
PFT13	Isuzu Fire Truck																	
PFT14	New Norcia Fire Truck Isuzu																	
	Total Bush Fire Vehicles																	
PWV41	Ford PJ Ranger V677	306																
PWV44	Ford PK Ranger Super	706																
PWV45	Ford Ranger Super (Depot)	1,196																
PWV47	Ford Ranger Dual Cab Ute	1,142																
PWV48	Nissan Navara	1,158																
PWV49	Holden Colorado	1,112																
PWV50	Nissan Navara ST	345																
	Total Depot Vehicles	4,990																
PGR9	PGR9 Cat Grader 120	1,854	4,326	2,845	11,710	13,968	3,056	3,340	19,095	12,725	44,052	29,344	68,531	717	1,574	3,552	656	61
PGR10	Caterpillar 120M Series Grader	1,286	4,693	82	2,268	7,679	11,608	3,161	3,365	13,461	43,103	25,670	65,057	916	1,725	2,073	719	197
PLR2	Volvo L70D Multi-Loa	486	2,218	132	2,726	2,475	10,755	788	1,991	2,617	14,147	6,500	31,837	184	809	1,028	337	(153)
PLR6	Bobcat	683	1,903	166	5,000	4,208	6,000	420	600	1,873	4,688	7,348	18,291	349	783	1,858	326	23
PLR8	Mitsubishi	2,410	802	1,500	20,980	10,000	10,050	1,375	2,785	3,960	17,637	27,235	17,637	238	330	2,070	138	100
PLR9	Cat Grader	1,347	1,993	1,171	3,736	7,669	2,489	1,914	7,967	12,538	16,178	25,225	480	717	1,391	1,391	299	181
PM02	Hand Mowers	1,120	831	250	11	2,000	105	200	19,095	328	1,539	1,584	4,820	68	342	1,167	143	19
PM06	Kubota ZD18 RCK54	714																
PM07	Toro2580D 25hp Ride On Mower	964	297	2,000	2,557	4,000	210	1,100	12,725	233	1,830	3,731	9,227	175	75	64	75	6
PRB2	Road Broom RB2	392	1,213	2,000	1,391	1,391	1,000	1,542	1,055	3,085	7,485	10,753	9,227	45	122	361	51	(6)
PR08	Dynapac 14T Drum Roller	56	1,214															
PR09	Bonmag Multi-tyred Roller	2,083		46														
PS92	Sundry Plant Items	428	1,624	1,908	11,301	5,000	1,260	1,500	1,250	1,250	10,020	18,703	20,644	346	668	1,071	278	346
PTK16	Hino 700 Series Truck	4,025	2,054	1,000	2,054	8,000	983	7,500	4,892	15,212	12,495	15,212	26,770	352	833	1,122	347	80
PTK17	Hino 700 Series Truck	1,687	2,224	1,970	1,000	2,000	2,038	1,800	2,038	1,800	11,014	15,645	24,371	351	915	800	381	206
PTK18	Hino Series 300 Dump Truck	2,687	2,049	3,075	3,500	3,478	5,000	2,038	1,180	11,014	15,645	24,371	24,371	599	843	1,499	351	177
PTK19	Hino 700 Series Truck	6,554	2,037	3,500	3,246	5,000	5,000	2,196	1,180	5,455	7,000	18,717	18,717	263	658	1,252	349	(97)
PTK21	Hino 300 ST Truck	1,860																
PTL01	Trailers	196		222	3,000	1,510	21	75	1,882									
PTL02	Trailers (Bobcat)	336																
PTL03	Trailers			79														
PTL04	Trailers			500														
PTL05	Trailers	56																
PTL06	Side Tipped Trailer																	
PTL07	Tree Lopper D04 Trailer																	
PTP1	Tree Lopper (Woodchipping)	1,736	778	2,000	16,387	2,500	210	750	4,800									
PTR2	Golf Club Tractor	140																
PTR03	Kubota M8540D Tractor/Mower	3,655	270															
PVR1	Wacker Upright																	
	Total Plant Costs	37,780	30,497	7,680	38,700	103,228	103,501	24,454	25,511	81,091	207,063	214,597	402,462					
	Total Vehicle & Plant Costs	42,770	30,497	8,629	38,700	114,812	103,501	36,363	25,511	110,397	207,063	260,342	402,462					

Shire of Victoria Plains

Analysis of Maintenance Grading Hours for the Financial Year 2012-13

Code	Description	Total Hrs	Jul - Sept		Oct - Dec		Jan - Mar		Apr - Jun		Total	
			PGR9	Contract	PGR9	Contract	PGR9	Contract	PGR9	Contract	PGR9	Contract
MG0116	WYENING SLIDING RD											
MG0028	WYENING WEST RD		2.00	16.00			14.00				16.00	
MG0005	YERECOA SOUTH EAST											
MG0045	YENART RD		20.00								20.00	
AG0008	AG-CALINGIRINEW NORCIA											
AG0123	AG-CALINGIRI/GOOMALLING							11.00			11.00	
RR0019	GILLINGARRA GLENTROMIE RD							94.50			94.50	
C0027	OLD PLAINS RD											55.00
C0029	SKILLING RD											68.00
C0033	PITHER RD											
C0030	GOUDGE RD											
C0019	GILLINGARRA GLENTROMIE RD											
Flood	FLOOD DAMAGE											
R4R004	R4R - Yerecoin/Glentromis											
AGINT	Aglime Calingiri Goomalling &		37.00									
C0127	Bolgart West Road											
C0132	Benaring Road											
R4R120	Bolgart East Road											
		1811.00	239.00	259.00	157.50	229.50	196.50	281.50	123.00	95.00	96.00	866.00
												257.00

9 NOTICE OF MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

10 CONFIDENTIAL ITEMS

Nil

11 NEW BUSINESS OF AN URGENT NATURE APPROVED BY COUNCIL RESOLUTION

**Resolution 111/2013
Moved Cr Kelly seconded Cr Holmes that new business be introduced.
Motion Put & Carried 4/0**

Cr Holmes

Queries raised on the Bolgart refuse site regarding drainage.

Works and Services Manager

Replied with the plan to alleviate the issue.

Cr Johnson

Referred to the works schedule. Who maintains the shoulders on main bitumen roads throughout the shire.

Works and Services Manager

Previously funds were allocated for shoulder grading, and these funds have been used in maintenance grading.

Funds have been set aside in the proposed budget 2013/2014 for shoulder grading on other roads.

Toodyay Bindi Bindi Road has a large allocation of funds in the forthcoming budget for shoulder grading.

Cr Erickson

Has suggested that flagging tape be placed on guide posts just south of the Toodyay Bindi Bindi / Goomalling Road intersection until line marking can be carried out.

Cr Kelly

Raised the issue of some bends and corners on roads in the New Norcia area.

Chief Executive Officer

Responded regarding funding and applications for funding for the type of work raised by Cr Kelly.

General discussion was held by all on traffic counts, funding, road conditions complaints regarding road verges and the collection of remnant vegetation, leaf litter etc in drainage areas.

The Chief Executive Officer responded regarding Council policy and the Department of Conservation regulations regarding remnant vegetation, rare flora and roadside clearing.

Discussion continued regarding road side verges, drainage and road reserves.

12 DECLARATION OF CLOSURE

There being no further business the Chairperson declared the meeting closed at 11.50am.

Signed this 11th day of June 2013

Chairperson