

Minutes Works & Services Committee Meeting

On

At

Commenced

Tuesday 16 November 2016

Council Chambers, Calingiri

11.04am

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1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The President declared the Meeting open at 11.04am.

2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE GRANTED

President:

Cr D Lovelock

West Ward South Ward

Deputy President: Councillors:

Cr S Penn Cr N Clarke

South Ward

Cr P Carr Cr J Kelly West Ward West Ward

Cr D Smith

East Ward

Cr A Broadhurst Cr J Corless-Crowther East Ward **Central Ward**

Apologies:

Nil

Leave of Absence:

Cr.J. Brennan

Central Ward

(Acting) Chief Executive Officer:

Mr I Graham

Works & Services Manager:

Mr D Holland Ms S Mearns

Executive Assistant:

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4 **CONFIRMATION OF MINUTES**

4.1 **Confirmation of Minutes**

RESOLUTION 252/2016

Moved: Cr J Corless-Crowther

Seconded: Cr P Carr

That the Minutes of the Works and Services Committee Meeting held 18 October 2016 be confirmed as a true and correct record of proceedings.

Motion Put and Carried: 8/0

4.2 **Business Arising from Minutes**

ANNOUNCEMENT BY THE PRESIDING MEMBER WITHOUT DISCUSSION

Nil

6 PRESIDENT AND COUNCILLORS REPORTS

Councillors Kelly and Smith commented on their recent attendance at the 2016 Roads Congress in Toowoomba.

Both Councillors and the Works and Services Manager confirmed that it was a very positive experience and reports would be provided.

7 ITEMS FOR CONSIDERATION BY COMMITTEE

7.1 PLANTS AND WORKS SERVICES COMMITTEE REPORT

RESOLUTION 253/2016
Moved: Cr N Clarke
Seconded: Cr J Kelly

That the items in the Plant and Works Status Report detailed below be noted.

Motion Put and Carried: 8/0

Item No	Report Details	Action Required	Status
W11/2016	Works and	Nil. Report	Complete
	Services	received.	
	Managers Report		D.

7.2 WORKS AND SERVICES MANAGERS REPORT

FILE REFERENCE	A1.2.1
REPORT DATE	10 November 2016
APPLICANT/PROPONANT	Nil
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES	Nil
AUTHOR	David Holland - Works and Services
	Manager
ATTACHMENTS	 Vehicle and Plant Report
of left's TOP and but street gold felt treet of	Grading Hierarchy

PURPOSE OF REPORT

To inform Council of the Works Manager and staff actions, Maintenance program.

BACKGROUND

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

COMMENT

Gardens, Parks and Road Verges

Bolgart

- General up keep
- Tip Maintenance.
- Bolgart Cemetery, Clean up.
- Weed spraying
- Mowing

Calingiri

- General up keep
- Tip Maintenance.
- Weed spraying
- Mowing

Mogumber

- General up keep
- Tip maintenance.
- Weed spraying

Yerecoin, Gillingarra, Piawaning

- General up keep
- Weed spraying

General

Mowing, clearing rubbish including tree branches, clearing drains, parks and reserves, reticulation, weed spraying, footpath repairs and replace. The crews have been doing various maintenance works.

Maintenance Grading

Grading in all areas will be as required until after harvest then will be doing a summer grade.

Plant

General maintenance and servicing of Shire plant and machinery.

There have been some major and minor break downs this month they are.

- Various servicing to vehicles, plant and machinery,
- Tyres on various vehicles, plant and machinery,
- Various small plant repairs.
- Side tipper trailer to be sent for repairs after it was hit from behind.

Construction Crew

The crew have started our re-sheeting program and have now completed Golf Course Rd, they are now on Yerecoin South East Rd preparing for the GATT seal to be completed.

While they are in the area they will be completing various small jobs that have been waiting to be completed.

Future Construction Projects

After they finish these they will start some patches that have been approved through the RRG funding on Toodyay Bindi-Bindi Rd.

Contractors Projects

Contractors doing the works on Gillingarra- Glentromie Rd and Wirrilda Rd, these works have now got to the stage of opening on the gravel surface while the contractor wins more materials and completes the remediation of the old road ready for tree planting.

Councillors Information

1. I informed Council in the September meeting regarding the purchase of the six wheel truck, after going through 9 tenders it came down to four, the successful tender is WA Hino, the vehicle offered was exactly what was in the tender required.

Councillors Questions

Mofflin St, Council had a question as to what was the cost to do foot path works on this St, council must consider the enormity of the task, which will require removing the old culvert pipes from each drive and back filling, installing new cross-over's, kerb and then the foot path, this will not be done on the small foot path budget and will need to be looked at in the next financial year, I will endeavour to have a estimate for Council by the December meeting.

Administration, meetings and inspections during this reporting period

Administration	
Private Works.	
Staff time sheets.	
Customer enquiries.	
Maintenance works program.	
Ordering parts and materials.	
Depot General Duties - phone, emails, design, staff works program, etc.	

Meetings	
Various	
Site Inspections/works	
Road signage.	
Bitumen Roads.	
Rural Roads Area 1 Area 2 and Area 3 inspections	
Calingiri, Bolgart, Mogumber Waste Sites – Weekly.	

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 254/2016

Moved: Cr D Smith

Seconded: Cr A Broadhurst

That the Works and Services Managers report be received and noted.

Motion Put and Carried: 8/0

Vehicles and Plant Report – YTD

Shire of Victoria Plains
Vehicles & Plant Report YTD 30th September 2016

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Perkins 1103C-33Generator Bobbest Trailer	330				1 854		118				118						
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Grading Report

Analysis of Maintenance Grading Hours for the Financial Year 2016-17

Shire of Victoria Plains	
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		Total Las	PGR9	PGR10 Contract	Contract	PGR9	PGR10 Contract	Contract	PGR9	PGR10	PGR10 Contract	PGR9	PGR10	PGR10 Contract	PGR9	PGR10	PGR10 Contract
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MG0007	BOLGART EAST RD																2
MG0023	BOLGART WEST RD	40.00			20.00			20.00									90.00
MG0017	BOUNDARY RD	16.00			16.00												200
MG0062	BOXHALL RD	21 00			21.00												5 5
MG0054	BULL RD	8.00			3 00			5.00									20.12
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	FORDHAM RD	6.50		6.50												6.50	
	FORREST ST																
	FOWLER RD																
MG0026	GABALONG WEST RD	26.50			17.00			9.50									26.50
1/G0016	GILLINGARRA RD	18.50			18.58												18,50
PAG0019	GILLINGARRA-GLENTROME RD	30.50			30.50												30.50
MG0004	GLENTROMIE YERECOIN RD																
PAG0021	GOLF COURSE RD	22.00	8.00	14.00											8.00	14.00	
MG0123	GOOMALLING-CALINGIR! RD																
NAG0030	GOUDGE RD																
MG0134	GUTHRIE																
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T/Finance/Monthly Reports/Financial Year 2017/Grader Plant Hours 2016-17/Grader Plant Hours for Council 2016-17

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Analysis of Maintenance Grading Hours for the Financial Year 2016-17

Shire of Victoria Plains

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	Total Hos	PGR9	PGR10 Contract	Contract	PGR9	PGR10 Contract	Contract	PGR9	PGR10	PGR10 Contract	PGR9	PGR10	PGR10 Contract	PGR9	PGR10	PGR10 Contract
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MG0012 WATSON RD																
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Shire of Victoria Plains
Analysis of Maintenance Grading Hours for the Financial Year 2016-17
Jul - Sept Oct - Dec

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7.3 MAIN ROADS WA

The Works and Services Manager commented that he has received information from Main Roads with regards to upgrading Bin Road to RAV 7, as well as upgrading of RAV 2 & 3 roads within the Shire to RAV 4.

RESOLUTION 255/2016

Moved: Cr A Broadhurst Seconded: Cr P Carr

That Council accept Main Roads recommendation to:

- Upgrade Bin Road to RAV 7
- Upgrade all RAV 2 & RAV 3 roads within the Shire to RAV 4

Motion Put and Carried: 8/0

8 NEW BUSINESS OF AN URGENT NATURE APPROVED BY COUNCIL RESOLUTION

Nil

9 DECLARATION OF CLOSURE

There being no further business the Presiding Member declared the meeting closed at 12.07pm.

Signed this 16th day of November 2016,

Presiding Member