



Minutes

Works & Services Committee Meeting

On	Wednesday 18 April 2018
At	Bolgart Hall, Bolgart
Commencing	11.25am

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1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The President declared the meeting open at 11.25am.

Visitors

Bob Waddell
Niel Mitchell

2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE GRANTED

Cr D Lovelock	West Ward	President
Cr P Bantock	West Ward	Deputy President
Cr S Penn	South Ward	
Cr N Clarke	South Ward	
Cr J Corless-Crowther	Central Ward	
Cr J King	Central Ward	
Cr A Broadhurst	East Ward	

Chief Executive Officer:	Mrs G Teede
Works & Services Manager (WSM):	Mr R Edwards
Executive Assistant:	Ms S Mearns

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4 CONFIRMATION OF MINUTES

4.1 Confirmation of Minutes

RESOLUTION 50/2018

Moved: Cr P Bantock

Seconded: Cr J Corless-Crowther

That the Minutes of the Works and Services Committee Meeting held 28 March 2018 be confirmed as a true and correct record of proceedings.

Motion Put and Carried: 7/0

4.2 Business Arising from Minutes

Nil

5 ANNOUNCEMENT BY THE PRESIDING MEMBER WITHOUT DISCUSSION

Nil

6 PRESIDENT AND COUNCILLORS REPORTS

The President will discuss the North Midlands Regional Road Group meeting at the Ordinary Council Meeting being held on today's date.

7 ITEMS FOR CONSIDERATION BY COMMITTEE

7.1 WORKS AND SERVICES MANAGERS REPORT

FILE REFERENCE	A1.2.1
REPORT DATE	12 April 2018
APPLICANT/PROPONANT	Nil
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES	Nil
AUTHOR	R. L. Edwards - Works and Services Manager
AUTHORISED BY	Glenda Teede – Chief Executive Officer
ATTACHMENTS	<ul style="list-style-type: none">• Vehicle and Plant Report• Grading hours

PURPOSE OF REPORT

Works and Services Manager`s report to Council outlining Staff Activities and 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 of town improvements.
- Servicing of Tip Generator, fill water tank.
- Bolgart Cemetery clean up and fill water tank.
- Weed spraying of open areas and town streets.
- Mowing of sports areas.

Calingiri

- General up keep of town improvements.
- Servicing of Tip Generator, fill water tank.
- Weed spraying of open areas and town streets.
- Mowing of sports areas.
- Clean up of cemetery.

Mogumber

- General up keep
- Tip management involves pushing and covering waste, checking for asbestos and wrapping when required.
- Weed spraying of open areas.

Yerecoin, Gillingarra, Piawaning

- General up keep of town improvements.
- Weed spraying of open areas.

General

Mowing, clearing rubbish including tree branches, clearing drains, parks and reserves, reticulation, weed spraying.

The Calingiri Oval was prepared with a hard cut and sweep in readiness for the first Home Game of the season. Renovation work normally carried out at the start of the season was put off because of Budget restraints, this work hasn't been done for a number of years.

The grounds soil composition needs to be sampled and a fertilizer program developed and adhered to.

Cr Corless-Crowther took the opportunity to thank the Works & Services Manager and the crew for their work on the fields.

Plant Servicing: (using outside tradespeople)

- Various servicing to vehicles, plant and machinery(mechanical and electrical)
- Tyres on various vehicles, plant and machinery,
- Various small plant repairs(mechanical and electrical)

Construction Crew

Yerecoin South East Rd. (SLK8.60 to 9.10)

A huge amount of sub-soil water had to be drained from the south side of 500 meters of damaged sealed pavement. The water was drained for 2 weeks using an open channel cut onto the clay base. Sub-soil drainage was installed using Geo-fabric and Agri-flex pipe covered with filter rock for ongoing leaching. Work will now resume building the gravel pavement ready for sealing.

Other Construction Projects

Re-sheeting of Erickson road will be carried out once the crew has completed the Yerecoin work. Gravel is still to be sourced for Erickson Rd.

Contractors Projects

A.K. Evans will be replacing a failed culvert on Golf Course Rd now that we've been able to acquire all the necessary materials.

A.K. Evans has also been engaged to extend two large box culverts on the Yerecoin S.E Rd. as part of the 2017/18 R2R funded widening program.

Councillors Information

Private works

Mogumber West Rd

Intersection for access to Western Riverlands Poultry.

A meeting is to be held on Tuesday the 17th between Jason Francis representing Santrev P/L and the Shire represented by the CEO Glenda Teede, the MWS and the EHO to discuss Santrev's outstanding commitments under their agreement with the Shire.

Menzies Quarry

Right Hand Turning Lane

A meeting has been arranged between Dylan Menzies and Dexter Carr to discuss their obligations with this Extractive Industry Agreement. Their commitment to “make safe” the entrance onto the Mogumber-Yarawindah Rd. was part of that agreement.

Calingiri-New Norcia Intersection with Toodyay-Bindi Bindi Rd

Tony Saraullo of Roadswest Engineering is preparing a Scope of Works to be given to Louise Adamson of Main Roads who will prepare a Project No. for the \$100k of Development funds for the programmed 2018/19 list of approved improvements.

Cr Clarke commented that he had spoken with CBH representatives at the recent Wheatbelt Conference and had been advised that a decision would be made by the end of June 2018, if not sooner.

Mogumber Emergency Water Supply

There has been no further action due to Budget restraints.

Mogumber Refuse Site

The light steel hasn't been cleaned up despite repeated requests to our tip contractor to do so. The household waste will need to be pushed and covered each one to two weeks at a cost of around \$800.00 each time.

RESOLUTION 173/2017 (October 2017)

There was a resolution passed to purchase 3 x 3m³ Portable Trailer Bins at \$3000 each. The purchase of these trailers would allow the closure of the tip at Mogumber. The bins would need to be towed to the Calingiri Tip to empty, the frequency is unknown.

The Works & Services Manager confirmed with Council that a dossier of price comparisons for several options will be produced as a matter of urgency for consideration by Council and Community Members.

Bolgart Hall

Outside toilet electrical upgrade.

MD & FA Glossop was asked to inspect and quote on upgrading the wiring circuitry and include LED lighting, their quote came in at \$3,446.30. This work should proceed ASAP as a Safety Issue.

Bolgart Progress Association

Installation of Visitor Information Bay.

Roadswest Engineering will look at ways to incorporate some of the site work into the Scope of Works being set out for the 18/19 RRG funded George St. upgrade for Bolgart.

Bolgart Road Works with RRG 2018/19 funding for Bridge and Culvert Replacement and Road Re-seal. (Toodyay Bindi- Bindi Rd SLK 0.00 to 3.8)

Roadswest Engineering will look at making Macpherson St. Intersection with the George St safe for RAV 4 road trains. This will take the large units away from using Smith St in front of the School. A Scope of Works is being developed for the 18/19 program by Roadswest Engineering.

Aglime Sand Route Funding (Reporting requirement for Royalties for Regions)
Before any funding is released the Main Roads Operations Manager will require Project Scopes for each Works Package detailing Deliverables and Key Milestones in line with reporting requirements for “Royalties for Regions Projects”.

During 2018/19 there will be \$2m allocated to the widening Treatments for the Calingiri- New Norcia Rd. and \$.5m for the Mogumber West Road widening treatments.

We are currently putting together drawings and costing for each treatment and will send back to the Operations Manager. This preliminary work is being funded with the \$100k that has been given to us for Development costs incurred during 2017/18 fiscal year.

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 51/2018

Moved: Cr J Corless-Crowther

Seconded: Cr J King

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

Motion Put and Carried: 7/0

Shire of Victoria Plains														
Analysis of Maintenance Grading Hours for the Financial Year 2017-18														
		Total Hrs	Jul - Sept			Oct - Dec			Jan - Mar			Apr - Jun		
			PGR9	PGR10	Contract	PGR9	PGR10	Contract	PGR9	PGR10	Contract	PGR9	PGR10	Contract
	Aboriginal Community													
MG00	ADAMS LANE													
MG0024	BAIN RD													
MG0044	BATTY BOG RD	11.00			8.00						3.00			
MG0112	BEHANGING NORTH RD	9.00		5.00		4.00								
MG0010	BEHANGING RD	8.40			8.40									
MG0034	BENARING RD	49.75	14.00	12.00	17.25		6.50							
MG0091	BIG SPRINGS RD													
MG0118	BIN RD													
MG0051	BLOOD RD	6.60			6.60									
MG0007	BOLGART EAST RD													
MG0023	BOLGART WEST RD	60.00			60.00									
MG0017	BOUNDARY RD	27.00			12.00						15.00			
MG0062	BOXHALL RD	14.00			14.00									
MG0054	BULL RD													
MG0032	BULLIGAN RD	19.50			19.50									
MG0078	BURNETT RD	10.00									10.00			
MG0011	CALCARRA EAST RD	6.50			6.50									
MG0075	CALCARRA SIDING RD													
MG0057	CALCARRA WEST RD	14.50			14.50									
MG0008	CALINGIRI NEW NORCIA ROAD													
MG0037	CARANI EAST RD	21.50	2.00			10.50			9.00					
MG0013	CARANI WEST RD	32.50	17.50	15.00										
MG0036	CATABODY RD	40.50	14.00	21.50			5.00							
MG0073	CATABODY WEST ROAD	37.50	19.50	18.00										
MG0052	CLARKE RD													
MG0003	COCKING RD	22.00			12.00						10.00			
MG0025	CORONDINE RD	43.40			43.40									
MG0055	DARRAGH RD	5.00					5.00							
MG0089	DONNELLY RD	4.00	2.00	2.00										
MG0039	DUGGAN RD	27.00	20.00	7.00										
MG0079	EDMONDS RD	6.00					6.00							
MG0050	ERICKSON RD	26.85			26.85									
MG0068	ESSEX RD	5.00					5.00							

Shire of Victoria Plains														
Analysis of Maintenance Grading Hours for the Financial Year 2017-18														
		Total Hrs	Jul - Sept			Oct - Dec			Jan - Mar			Apr - Jun		
			PGR9	PGR10	Contract	PGR9	PGR10	Contract	PGR9	PGR10	Contract	PGR9	PGR10	Contract
MG0042	FLAVELL RD	16.50	9.00	7.50										
MG0035	FORDHAM RD	15.25			15.25									
MG0119	FORREST ST													
MG0084	FOWLER RD													
MG0026	GABALONG WEST RD	31.00			17.00						14.00			
MG0016	GILLINGARRA RD	24.00			12.00						12.00			
MG0019	GILLINGARRA-GLENTROMIE RD	32.00			16.00						16.00			
MG0004	GLENTROMIE YERECOIN RD													
MG0021	GOLF COURSE RD	44.00	7.00	11.00			8.00			18.00				
MG0123	GOOMALLING-CALINGIRI RD													
MG0030	GOUDGE RD	49.00			37.00					12.00				
MG0134	GUTHRIE													
MG0088	HALLIGAN RD													
MG0058	HAWKINS RD	4.00		4.00										
MG0083	HEAD RD	1.00	1.00											
MG0111	HOWARD RD	20.50	5.00	9.50			6.00							
MG0135	HUNT RD													
MG0074	JONES RD	3.00					3.00							
MG0061	KELLY RD	8.00			8.00									
MG0082	KING RD													
MG0014	KONNONGORRING WEST RD	41.00	4.00	3.00			24.00			10.00				
MG0110	LANDON STREET													
MG0065	LONGMAN RD	8.00			8.00									
MG0056	LYDOCK RD	58.00			2.00		56.00							
MG0113	LYDOCK SOUTH RD	5.00					5.00							
MG0049	MARTIN RD	35.50	7.00	7.50						21.00				
MG0053	MESTON RD	6.00			6.00									
MG0087	MISSION RD													
MG0006	MOGUMBER YARAWINDA RD													
MG0048	MOTONING RD	43.00	19.00	1.00					9.50	13.50				
MG0059	MURPHY GULLY RD	16.00			8.00						8.00			

Shire of Victoria Plains														
Analysis of Maintenance Grading Hours for the Financial Year 2017-18														
		Total Hrs	Jul - Sept			Oct - Dec			Jan - Mar			Apr - Jun		
			PGR9	PGR10	Contract	PGR9	PGR10	Contract	PGR9	PGR10	Contract	PGR9	PGR10	Contract
MG0001	NEWDALE RD	45.00			33.00				3.00	9.00				
MG0129	O' DEA PLACE													
MG0027	OLD PLAINS RD	50.00			40.00						10.00			
MG0046	OLD TELEGRAPH SOUTH RD													
MG0031	PARKER RD	14.00			10.00				2.00	2.00				
MG0072	PHILLIPS RD													
MG0033	PITHER RD	10.00			10.00									
MG0076	PURNELL RD	5.50	4.00				1.50							
MG0070	PUTNAM RD													
MG0018	RED GULLY RD	15.50			6.50						9.00			
MG0069	RICK RD	8.00					8.00							
MG0043	ROE RD	3.00									3.00			
MG0063	ROGERS RD	9.00			9.00									
MG0071	SALT RD	2.00	2.00											
MG0002	SANDPLAIN RD	2.00	2.00											
MG0064	SCHOLZ RD	8.00			8.00									
MG0029	SKILLING RD	26.00			17.00			5.00			4.00			
MG0090	SMITH RD	4.00	4.00											
MG0040	SUDHOLZ RD	14.50	10.50	4.00										
MG0060	SYKES RD	9.00			9.00									
MG0046	TELEGRAPH RD	21.50			21.50									
MG0020	THOMPSON RD	28.00	3.00	2.00	14.00						9.00			
MG0047	THOMSON RD	34.25	14.50	19.75										
MG0067	WALLAMARRA RD	4.00			4.00									
MG0104	WATERS ST													
MG0012	WATSON RD	2.00	2.00											
MG0086	WESTLAKE RD	6.00	3.00							3.00				
MG0041	WILSON RD													
MG0066	WIRRILDA RD													
MG0038	WOODS RD	47.50	23.00	2.00		3.50			12.50	6.50				
MG0022	WYENING EAST RD	12.00						12.00						
MG0116	WYENING SLIDING RD													
MG0028	WYENING WEST RD	38.25			38.25									
MG0045	YENART RD	67.50			19.00			15.50		6.00	27.00			

Shire of Victoria Plains														
Analysis of Maintenance Grading Hours for the Financial Year 2017-18														
			Jul - Sept			Oct - Dec			Jan - Mar			Apr - Jun		
			PGR9	PGR10	Contract	PGR9	PGR10	Contract	PGR9	PGR10	Contract	PGR9	PGR10	Contract
		Total Hrs												
SG0006	Shoulder Grading - Mogumber Ya													
SG0015	Shoulder Grading - Mogumber We													
SG0126	Shoulder Grading - Wongan Hill													
R2R017	Golf Course Road 2016-17													
BM9999	Bitumen Maintenance													
RR0025	Toodyay-Bindi Bindi Rd Shoulde													
RR0021	REG RD GILLINGARRA GLENTROMIE													
R2R023	Golf Course Road (2017-18)	90.50	19.50	2.00	37.50	31.50								
MG0130	Maint Grading - Claycrete Tria													
XXX999	Misc Road Maintenance													
R2R015	Konnongoring Road 2016-17													
RR0032	Toodyay-Bindi Bindi Road 0125													
C9128	Behaning Rd													
R2R020	Konnongoring Road (2017-18)	91.50							91.50					
R2R019	Yerecoin SE Road (2017-18)	129.50					84.00		6.00	39.50				
		1766.25	228.50	153.75	617.50	55.50	160.50	126.50	133.50	140.50	150.00			

Shire of Victoria Plains																
Vehicles & Plant Report YTD 31st March 2018																
Plant No	Plant Description	Plant Repair Wages		Tyres & Tubes		Parts & Repairs		Insurance & Licences		Fuel & Oil		Cash Total		Operating Hou		
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual YTD	Budget	Total Life Hrs/Klms
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$			
PAV42	Mitsubishi ASX LS	583				902		491		356		2,332				13512
PAV43	Subaru Outback	182				2,299		637		2,194		5,311				33983
PAV44	Toyota Prado	216				1,570		419		1,041		3,246				26238
PAV45	Toyota Prado	67				2,804		419		2,586		5,876				10608
	Total Admin Vehicles	1,048				7,575		1,966		6,178		16,766				
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					620		2,807				3,427				
PFT15	Isuzu Fire Truck - Calingiri	58				1,844		2,914				4,816				
PFT16	Isuzu Fire Truck - Yerecoin					457		2,216				2,672				
	Total Bush Fire Vehicles	58				4,385		10,932		60		15,435				
PWV54	Nissan RX D/Cab	527		27		707		501		2146.86		3,908				99702
PWV56	Toyota Hilux	628				460		461		1533.03		3,082				55276
PWV57	Toyota Hilux	822		824		1,492		474		2423.4		6,035				90524
PWV59	Nissan Navara	759		603		1,190		520		1451.19		4,522				92943
PWV60	Holen Colorado LS					494		358		1242.64		2,095				48685
PWV61	Isuzu D-Max 4x4 Space Ute	1,644		36		4,872		593		2421.66		9,566				45381
PWV63	Toyota Prado	348				1,278		395		4671.13		6,692				46971
	Total Depot Vehicles	4,727		1,490		10,494		3,300		15,890		29,209				

Shire of Victoria Plains																
Vehicles & Plant Report YTD 31st March 2018																
Plant No	Plant Description	Plant Repair Wages		Tyres & Tubes		Parts & Repairs		Insurance & Licences		Fuel & Oil		Cash Total		Operating Hou		
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual YTD	Budget	Total Life Hrs/Klms
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$			
PEX01	Caterpillar Excavator	2,226				10,053		803		2,552		13,409				3057
PGN01	Kubota Gen Set K310							-		91		2,317				303
PGN02	8KVA Silent Generator (Cal)							-		497		497				1020
PGN03	6KVA Diesel Generator (Bol)					321		-		162		483				399
PGR9	Caterpillar Grader 120	2,669		341		9,787		1,210		5,411		18,975				7952
PGR10	Caterpillar 120M Series Grader	1,361		2,164		5,209		1,518		6,208		16,460				6722
PLR2	Volvo L70D Multi Loader	1,772				2,999		466		803		6,040				11505
PLR8	Caterpillar Loader	1,274				2,601		1,058		3,801		8,734				3446
PLR9	Volvo BL71B Backhoe					161		1,038		863		2,061				558
PLR10	Bobcat T650 Track	935				3,577		811		1,670		6,992				998
PM02	Hand Mowers							-								
PM07	ToroZ580D 25hp Ride On Mower	2,132				1,836		137		425		4,531				813
PM08	Turfmaster 30" Commercial Mow							15				15				
PRB2	Road Broom	211						155		26		392				27
PR08	Dynapac 14T Drum Roller	2,177				1,322		696		3,270		7,465				1924
PR09	Bomag Multi-tyred Roller	2,576		871		2,367		894		3,580		10,287				2616
PSP2	Sundry Plant Items	3,698		30		9,586		874		735		14,923				
PTK16	Mitsubishi Fuso 13 Truck	1,906				953		612		1,916		5,387				14271
PTK17	Hino 9 Tonne Tip Truck	2,229				8,103		784		3,957		15,072				204575
PTK18	Hino Series 300 Dump Truck	336				57		507		373		1,272			SOLD	18847
PTK20	Hino 700 Series Truck	1,674				3,469		1,125		9,640		15,908				112372
PTK21	Hino 300 5T Truck	2,686		710		5,332		717		3,498		12,943				100764
PTK22	Hino 700 Series F	3,553				6,956		1,676		5,687		17,872				13009
PTK23	Fuso FEB71	2,624				3,586		550		2,751		9,510				18025
PTL01	Trailers	117		293				73				483				
PTL02	Trailers (Bobcat)							57				57				
PTL03	Trailers	1,089		41		489		34				1,653				
PTL04	Trailers	161		126		534		53				873				
PTL05	Trailers	34		453		140		135				761				2939
PTL06	Side Tipper Trailer	122				5,394		419		207		6,141				116502
PTL07	Howard Porter DD4 Trailer	236				-30		484				690				5992
PTL08	John Papas 7x5 H/D Trailer							26				26				

Shire of Victoria Plains																
Vehicles & Plant Report YTD 31st March 2018																
Plant No	Plant Description	Plant Repair Wages		Tyres & Tubes		Parts & Repairs		Insurance & Licences		Fuel & Oil		Cash Total		Operating Hou		
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual YTD	Budget	Total Life Hrs/Klms
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$			
PTL09	Roadserve Series Trailer	867		313		3,546		680				5,406				6381
PTL10	Trailer Toilet (ex VP Tourism)					3		24				27				
PTL11	Perkins 1103C-33Generator							118				118				
PTL12	Bobcat Trailer	1,013		1,040		2,273		155				4,481			6958	
PTL13	SFM Boggie Dolly	307				528		77				912			284885	
PTL14	SAM Trailer					30		24				54				
PTP1	Tree Lopper							99				99				
PTR03	Kubota M8540D Tractor/Mower	1,660		243		195		335		321		2,755				
PVR1	Wacker Upright							13				13				
	Total Plant Costs	41,643	23,180	6,627	24,225	91,375	95,000	18,451	35,000	58,444	154,000	216,097				
	Total Vehicle & Plant Costs	47,476	23,180	8,116	24,225	113,828	95,000	34,649	35,000	80,571	154,000	277,507	331,405			

8 MEMBERS QUESTIONS WITHOUT NOTICE

Cr P Bantock

Cr Bantock reiterated the problems being faced by Mogumber residents in relation to feral cats both within the townsite and at the rubbish tip.

Response: The Shire Ranger is investigating and is determining a long term solution.

Cr Bantock asked when repair works would be carried out on the Mogumber public toilets which were vandalised. Cr Bantock and the CEO were advised of the vandalism by Clare & Simon Forrester on 11 April 2018.

Response: The CEO commented that she would be arranging repairs.

9 DECLARATION OF CLOSURE

There being no further business the Presiding Member declared the meeting closed at 12.00 noon.

Signed this ^{16th} ... day of ^{May 2018}

Presiding Member
