



Minutes

Works & Services Committee Meeting

On	Wednesday 18 January 2017
At	Council Chambers, Calingiri
Commenced	11.00am

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1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The President declared the meeting open at 11.10

Visitor

Paul Spowart Building Maintenance Officer SOVP

2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE GRANTED

President:	Cr D Lovelock	West Ward
Deputy President:	Cr S Penn	South Ward
Councillors:	Cr N Clarke	South Ward
	Cr J Kelly	West Ward
	Cr D Smith	East Ward
	Cr P Carr	West Ward
	Cr A Broadhurst	East Ward
	Cr J Corless-Crowther	Central Ward

Chief Executive Officer:	Mrs G Teede
Deputy Chief Executive Officer:	Mr I Graham
Works & Services Manager:	Mr D Holland
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 03/2017

Moved: Cr J Kelly

Seconded: Cr A Broadhurst

That the Minutes of the Works and Services Committee Meeting held 14 December 2016 be confirmed as a true and correct record of proceedings.

Motion Put and Carried: 8/0

4.2 Business Arising from Minutes

Bolgart Industrial Blocks

Cr Penn requested information on the sale of the Bolgart industrial blocks.

The Works and Services Manager confirmed that the WAPC now have all the required documentation and the process will be finalised within the next week.

The Building & Health officer is to investigate the power situation on the blocks.

5 ANNOUNCEMENT BY THE PRESIDING MEMBER WITHOUT DISCUSSION

Nil

6 PRESIDENT AND COUNCILLORS REPORTS

Nil

7 ITEMS FOR CONSIDERATION BY COMMITTEE

7.1 WORKS AND SERVICES MANAGERS REPORT

FILE REFERENCE	A1.2.1
REPORT DATE	9 January 2017
APPLICANT/PROPONANT	Nil
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES	Nil
AUTHOR	David Holland - Works and Services Manager
ATTACHMENTS	<ul style="list-style-type: none">• Vehicle and Plant Report• 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.

Construction Crew

The crew have now completed the first section off 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.

After the xmas break half the crew engaged in several small projects that have been waiting for crew to be available, those being the car-park in front of the main office, small drainage works and some small road repairs.

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

Gillingarra-Glentromie Rd and Wirrilda Rd, has now got the new seal, and signs have been put in place, it will be surveyed and line marked in the near future.
Contractors will be doing one of the graveling projects as soon as he gets back from holidays, the road that will be completed by them will be Box Hall Rd.

Councillors Information

The office car-park will be sealed when I have the sealing contractor in town to complete other budgeted sealing projects.

I will be engaging a road safety auditor to look into the intersection at Toodyay Rd and Behanging Rd, I will keep council up to date on the findings when available.

Councillors Questions

Yerecoin Stand Pipe: I have been in touch with Water Corp advising them of the need for extra water for fire fighting purposes and as yet have not received a reply to my query. I will continue to look into this matter and advise council when I have more information.

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 04/2017

Moved: Cr S Penn

Seconded: Cr D Smith

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

Motion Put and Carried: 8/0

Vehicles and Plant Report – YTD

Vehicles & Plant Report YTD 31st December 2016

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 YTD	Budget	Total Life Hrs/Klms	Quarterly Budget Usage	Actual Verses Budget
PAV40	Jeep Cherokee					953		637		936		2,526		47720		
PAV41	Subaru Outback					80		351		1,515		1,946		26877		
PAV42	Mitsubishi ASX LS	58				129		25		302				3557		
PAV43	Subaru Outback							438		107				1472		
PAV44	Toyota Prado							400		113						
	Total Admin Vehicles	58				1,161		1,853		2,973		4,472				
PFT10	Toyota Landcruiser					701		99				800				
PFT11	Bolgart Fire Truck							533				533				
PFT13	Isuzu Fire Truck							2,094				2,094				
PFT14	New Norcia Fire Truck Isuzu					1,093		2,735				3,828				
PFT15	Isuzu Fire Truck - Calingiri	291				1,093		2,843		115		4,341				
PFT16	Isuzu Fire Truck - Yerecoin	291				2,887		2,144		55		2,199				
	Total Bush Fire Vehicles							10,447		171		13,795				
PWW51	PWW51 Nissan RX D/Cab					953		240		1,861		3,054		123889		
PWW54	Nissan RX D/Cab 2	846		557		1,379		235		1,748		4,765		67395		
PWW56	Toyota Hilux - Works Crew	465				225		170		811		1,672		34524		
PWW57	Toyota Hilux - Gardener	261		400		431		170		1,572		2,833		56342		
PWW58	Jeep Cherokee					516		362		1,092		1,971		42293		
PWW59	Nissan Navara	983		392		833		255		2,322		4,785		60764		
PWW60	Holen Colorado LS	83				217		493		1,721		2,514		23163		
PWW61	Isuzu D-Max 4x4 Space Ute	302				2,385		384		889		3,070		7120		
PWW62	Toyota Prado					810		405						8500		
	Total Depot Vehicles	2,940		1,350		7,750		2,714		12,016		24,665				
PEX01	Cat Excavator	530				538				1,482		2,020		2710		
PGN01	Kubota Gen Set K310									202		530		285		
PGN02	8KVA Silent Generator (Ca									26		202		138		
PGN03	6KVA Diesel Generator (Bc									6,698		26		55		
PGR9	PGR9 Cat Grader 120	479		230		1,715		1,118				10,292		7186		
PGR10	Caterpillar 120M Series Gr	1,063		137		10,494		1,447		4,761		17,902		6042		

Vehicles and Plant Report – YTD continued...

Vehicles & Plant Report YTD 31st December 2016

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
PGR10	Caterpillar 120M Series Gr	1,063		137		10,494		1,447		4,761		17,902			6042			
PLR2	Volvo L70D Multi Loa	362				691		395		903		2,351			11267			
PLR7	Manitou					226		420		260		905			289			
PLR8	Cat Loader	1,274				2,483		987		1,779		6,522			2953			
PLR9	Volvo BL71B Backhoe	534				698		966		1,409		3,607			443			
PLR10	Bobcat T650 Track	394				3,835		592		1,580		6,402			568			
PM02	Hand Mowers																	
PM07	ToroZ580D 25hp Ride On M	1,831				1,170		66		407		3,473			632			
PM08	Turfmaster 30" Commercial							15				15						
PRB2	Road Broom RB2	987				3,053		132		46		4,218			17			
PR08	Dynapac 14T Drum Roller	1,168				2,009		625		1,868		5,670			2018			
PR09	Bomag Multi-tyred Roller	1,930		1,775		1,482		822		4,138		10,147			2140			
PSP2	Sundry Plant Items	1,920				1,293		690		413		4,315						
PTK16	Mitsubishi Fuso 13 Truck	3,198				2,178		395		1,317		7,087			134659			
PTK17	Hino 9 Tonne Tip Truck	249		36		2,891		329		2,927		6,431			177445			
PTK18	Hino Series 300 Dump Truc	348		34		922		164		1,946		3,415			176625			
PTK19	Hino 700 series Truck	733				799		789		5,365		7,687			116223			
PTK20	Hino 700 Series Truck	1,706				2,050		789		5,409		9,955			8484			
PTK21	Hino 300 5T Truck	2,090		771		1,532		296		2,292		6,981			72900			
PTL01	Trailers							13				13						
PTL02	Trailers (Bobcat)					45		33				78						
PTL03	Trailers	60				45		10				116						
PTL04	Trailers							5				5						
PTL05	Trailers	128		6		50		87				271			279			
PTL06	Side Tipper Trailer	272				472		395				1,138			99724			
PTL07	Howard Porter DD4 Trailer	599		552		1,028		460				2,638						
PTL08	John Papas 7x5 H/D Trailer					4		24				27						
PTL09	Roadserve Series	140				1,021		681				1,843						
PTL10	Trailer Toilet (ex VP Touris					232						232						
PTL11	Perkins 1103C-33Generato							118				118						
PTL12	Bobcat Trailer	330				4,854		132				5,315						
PTP1	Tree Lopper (Woodmilling)							99				99						
PTR03	Kubota M8540D Tractor/Mc	3,022				1,312		263		500		5,097						
PVR1	Wacker Upright																	
	Total Plant Costs	25,346	21,685	3,541	28,325	49,122	97,500	13,355	28,110	45,728	198,065	137,143						
	Total Vehicle & Plant Cos	28,635	21,685	4,890	28,325	60,920	97,500	28,368	28,110	60,888	198,065	180,075						

Grading Report

Shire of Victoria Plains

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

	Total Hrs	Jul - Sept		Oct - Dec		Jan - Mar		Apr - Jun		Total	
		PGR9	Contract	PGR9	Contract	PGR9	Contract	PGR9	Contract	PGR9	Contract
MG0086 HALLIGAN RD											
MG0058 HAWKINS RD											
MS0083 HEAD RD											
MG0111 HOWARD RD	7.50									7.50	
MG0135 HUNT RD											
MG0074 JONES RD											
MG0061 KELLY RD	13.00										13.00
MG0062 KING RD	25.50										25.50
MG0014 KONKORRING WEST RD	34.00	12.50	7.00	21.00	14.50	1.50				21.00	7.00
MG0110 LANDON STREET											
MG0055 LONGMAN RD	11.50										11.50
MG0056 LYDOCK RD											
MG0113 LYDOCK SOUTH RD											
MG0049 MARTIN RD											
MG0053 MESTON RD	12.00										12.00
MG0087 MISSION RD	2.00										2.00
MG0008 MGDUMBER YARAWINDA RD											
MG0048 MOTONING RD	5.50	4.00	1.50			6.00				4.00	1.50
MG0059 MURPHY GULLY RD	20.75	7.50	1.00							7.50	1.00
MG0001 NEWDALE RD	24.00										
MG0129 O'DEA PLACE											
MG0027 OLD PLAINS RD	96.00	1.00								1.00	
MG0046 OLD TELEGRAPH SOUTH RD	33.00										
MG0031 PARKER RD	22.00										
MG0072 PHILLIPS RD											
MG0033 PHILLER RD	27.00										
MG0076 PURNELL RD	1.00	1.00								1.00	
MG0070 PUTNAM RD											
MG0016 RED GULLY RD	12.25										
MG0059 RICK RD											
MG0043 ROE RD	7.00										
MG0063 ROGERS RD	24.50										
MG0071 SALT RD											
MG0002 SANDPLAIN RD											
MG0064 SCHOLZ RD	10.50										
MG0029 SKILLING RD	73.00										
MG0060 SMITH RD											
MG0040 SUDHOLZ RD											
MG0060 SYKES RD	11.50										
MG0020 THOMPSON RD	19.00										
MG0047 THOMPSON RD	7.00										
MG0067 WALLAMARRA RD	6.00										
MG0134 WATERS ST											
MG0012 WATSON RD											
MG0086 WESTLAKE RD											
MG0041 WILSON RD	17.00										

**Shire of Victoria Plains
Minutes – Works and Services Committee Meeting**

18 January 2017

Shire of Victoria Plains

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

	Total Hrs	Jul - Sept		Oct - Dec		Jan - Mar		Apr - Jun		Total	
		PGR9	Contract	PGR9	Contract	PGR9	Contract	PGR9	Contract	PGR9	Contract
Aboriginal Community											
MG000											
MG0024	ADAMS LANE										
MG0044	DAIN RD										
MG0112	BATTY BOB RD	16.50									16.50
MG0010	BEHANGING NORTH RD	17.00									
MG0004	BEHANGING RD	11.00	6.00							11.00	6.00
MG0004	BH-NARING RD	51.50	13.50	6.50	1.50	20.50				8.00	13.50
MG0091	BIG SPRINGS RD	14.75	7.25							7.50	7.25
MG0118	BIN RD										
MG0051	BLOOD RD					7.50					7.50
MG0007	BOLGART EAST RD	15.00									15.00
MG0023	BOLGART WEST RD	40.00				20.00					40.00
MG0017	BOUNDARY RD	16.00				16.00					16.00
MG0062	BOXHILL RD	21.00				21.00					21.00
MG0054	BULL RD	6.00				3.00					6.00
MG0032	BULLIGAN RD	18.00				9.00					18.00
MG0078	BURNETT RD	68.50				68.50					68.50
MG0011	CAL CARRA EAST RD	14.00				7.00					14.00
MG0075	CALCARRA SIDING RD										
MG0087	CALCARRA WEST RD					13.50					13.50
MG0008	CALINGIRI NEW NORCIA ROAD	27.00									27.00
MG0057	CARANI EAST RD	32.00	12.00								
MG0013	CARANI WEST RD	60.00	18.50			20.00				20.00	12.00
MG0036	CATARODY RD	34.50	12.00							21.50	18.50
MG0073	CATABODY WEST ROAD									22.50	12.00
MG0062	CLARK RD	14.00				7.50					14.00
MG0003	COCKING RD	17.50				17.50					17.50
MG0025	CORNSHINE RD	118.50	33.00		5.00	25.00				46.50	33.00
MG0055	DARRACH RD										
MG0089	DONNELLY RD										
MG0039	DUGGAN RD										
MG0079	ELMONDIS RD	20.00	11.00							9.00	11.00
MG0050	ERICKSON RD	27.00									
MG0066	ESSEX RD					13.50					
MG0042	SLAVELL RD										
MG0036	FORHAM RD	6.50									
MG0115	FOREST ST										
MG0084	FOWER RD										
MG0026	GABALONG WEST RD	26.50				17.00					26.50
MG0016	GILLINGARRA RD	18.50				16.50					18.50
MG0019	GILLINGARRA-GLENTROMPIE RD	30.50				30.50					30.50
MG0004	GLENTROMPIE-YERLECOIN RD										
MG0021	GOLF COURSE RD	30.50								16.50	14.00
MG0123	GOOMALLING-CALINGIRI RD										
MG0030	GOUDGE RD	22.00									22.00
MG0134	GUTHRE										

Shire of Victoria Plains

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

	Total Hrs	Jul - Sept		Oct - Dec		Jan - Mar		Apr - Jun		Total	
		PGR9	PGR10 Contract	PGR9	PGR10 Contract	PGR9	PGR10 Contract	PGR9	PGR10 Contract	PGR9	PGR10 Contract
MG0066	7.50		1.50							6.00	1.50
MG0038	22.50	4.50	16.50	5.00						6.00	16.50
MG0022	22.00			1.50	22.00					6.00	22.00
MG0116											
MG0028	35.00				22.00						22.00
MG0045	38.00	20.00	18.00		13.00						13.00
SG0006	97.50	57.50	40.00							20.00	18.00
SG0015	44.50	21.00	23.50							57.50	40.00
SG0125	28.50			17.00	11.50					21.00	23.50
R2R017	128.50			81.00	47.50					17.00	11.50
BM9989	15.00			10.00	5.00					81.00	47.50
RR0025										10.00	5.00
RR0021											
R2R011	94.50			64.00	30.50					64.00	30.50
MG0130	56.00			37.50	18.50					37.50	18.50
RR0023	6.00			8.00						8.00	
RR0026											
RR0024											
	1904.25	276.50	249.75	275.50	126.00	424.50				552.00	375.75
											976.50

**8 NEW BUSINESS OF AN URGENT NATURE APPROVED BY COUNCIL
RESOLUTION**

RESOLUTION 05/2017

Moved: Cr J Kelly

Seconded: Cr D Smith

That new business of an urgent nature be introduced to Council.

Motion Put and Carried: 8/0

Piawaning Water Supply

- Access to water is available as at 8am this morning (18 January 2017)
- Pipe supplier to replace entire pipework due to 'blowing' of pipes – this should happen in February 2017
- Water can still be accessed while waiting for pipework repairs
- Progress Association members to be contacted to gain access to water supply
- The shut off valve has been repaired to ensure that the pump shuts down in the event of a leak
- 12 month trial period is to commence from when pipework is replaced to monitor water usage following which a swipe card system will be considered
- A sign with contact names and numbers is to be ordered for placement at the stand pipe
- A policy is to be developed on use/availability

Cr D Smith gave a vote of thanks for the works performed by Paul Spowart BMO which was seconded by Cr J Kelly.

9 DECLARATION OF CLOSURE

There being no further business the Presiding Member declared the meeting closed at 12.08pm.

Signed this 15th day of February 2017

Presiding Member



