



Minutes

Works & Services Committee Meeting

On	Wednesday 20 January 2016
At	Council Chambers, Calingiri
Commenced	11.07am

TABLE OF CONTENTS

1	DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS	3
2	ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE GRANTED	3
3	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	3
4	APPLICATIONS FOR LEAVE OF ABSENCE AND DECLARATIONS OF INTEREST	3
5	CONFIRMATION OF MINUTES	3
6	ANNOUNCEMENT BY THE PRESIDING MEMBER WITHOUT DISCUSSION	4
7	PRESIDENT AND COUNCILLORS REPORTS	4
8	ITEMS FOR CONSIDERATION BY COMMITTEE	4
8.1	PLANT AND WORKS SERVICES COMMITTEE REPORT	4
8.2	WORKS AND SERVICES MANAGERS REPORT	5
9	NOTICE OF MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	14
10	CONFIDENTIAL ITEMS	14
11	NEW BUSINESS OF AN URGENT NATURE APPROVED BY COUNCIL RESOLUTION	14
12	DECLARATION OF CLOSURE	14

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The President declared the meeting open at 11.07am.

2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE GRANTED

President: Cr D Lovelock West Ward
Deputy President: Cr S Penn South Ward

Councillors: Cr J Kelly West Ward
Cr A Broadhurst East Ward
Cr N Clarke South Ward
Cr J Brennan Central Ward
Cr J Corless-Crowther Central Ward
Cr P Carr West Ward

Apologies: Cr D Smith East Ward

Leave of Absence: Nil

Chief Executive Officer (Acting): Mr I Graham
Works and Services Manager: Mr D Holland
Executive Assistant: Ms S Mearns

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

RESOLUTION 05/2016

Moved: Cr P Carr

Seconded: Cr N Clarke

That the Minutes of the Ordinary Meeting held 9 December 2015 be confirmed as a true and correct record of proceedings.

Motion Put and Carried 8/0

5.2 Business Arising from Minutes

Downpipes

Cr Kelly made mention that the height of the downpipe at Mogumber is too low.

Action: Works Manager to review.

Cr Brennan mentioned that the funnel from the Calingiri downpipe needs to be lengthened. Additionally Cr Broadhurst mentioned that Yerecoin also needs to be lengthened.

Action: Works Manager to review.

6 ANNOUNCEMENT BY THE PRESIDING MEMBER WITHOUT DISCUSSION
--

Nil

7 PRESIDENT AND COUNCILLORS REPORTS
--

Nil

8 ITEMS FOR CONSIDERATION BY COMMITTEE

8.1 PLANT AND WORKS SERVICES COMMITTEE REPORT

RESOLUTION 06/2016

Moved: Cr J Kelly

Seconded: Cr P Carr

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
W1/2016	Works and Services Managers Report	Nil. Report received.	Complete

8.2 WORKS AND SERVICES MANAGERS REPORT

FILE REFERENCE	A1.2.1
REPORT DATE	2 November 2015
APPLICANT/PROPONANT	Nil
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES	Nil
AUTHOR	Acting Works and Services Manager
ATTACHMENTS	Road Grading History Vehicle and Plant Report

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.
- Caravan Park Maintenance clean up.
- Bolgart Cemetery, Clean up.
- Weed spraying

Calingiri

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

Yerecoin

- General up keep
- Weed spraying
- Mowing

Mogumber

- General up keep
- Tip maintenance and upgrades.
- Weed spraying

Gillingarra

- General up keep
- Weed spraying

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 before and after the Christmas break, with one noticeable project completed by them before the Christmas break that being the cleaning up and bunding of the sensitive areas around the grounds of Mogumber for the new years eve Rodeo. They also completed the fencing and clean up of the Mogumber and the other two refuse sites. I have also purchased the two buildings for the Bolgart and Calingiri sites and I am in the process of getting tanks and septic systems to be installed at these locations.

Maintenance Work:

Signage replacement and repairs – Ongoing.

Maintenance Grading

Grading in Areas 1 and 2.

Ongoing in a reactive grading situation where required and the up-keep of bus routes.

The WALGA e'Quotes closed on Monday the 11th Jan we had 2 Quotes come in I have submitted an item to council for approval of the tender best situated for this tender.

At this point the Works and Services Manager provided a breakdown of prices received via WALGA and confirmed that he would not be accepting the current e-quotes and that maintenance grading works would be put to (open) tender.

RESOLUTION 07/2016

Moved: Cr J Kelly

Seconded: Cr A Broadhurst

**That the Works and Services Manager tender for prices on grading of Area 3.
Motion Put and Carried 8/0**

Plant

General maintenance and servicing of council plant and machinery.

There have been only minor break downs this month they are:

- Works Managers vehicle broken windscreen,
- Graders: tyre repairs and new battery in one,
- Other various repairs.

Construction Crew

Roadworks on the Carani Rd from WA Hay to the rail line have started with milling to start on the second week of Jan and sealing on the week of the 18th Jan, this project should be fully completed by the end of Jan.

Works crew will be starting on the heavy patching works on Toodyay-Bindi Bindi Rd just outside the Calingiri town site, they will then start the Goomalling- Calingiri

widening and reconstruction, these two projects will be sealed at the same time to save on mobbing costs.

Future Construction Projects Consideration

As Council is aware we have DER approval to clear vegetation on the intersection works on Wirrilda and Gillingarra-Glentromie Rd's, I have been in contact with the land owner, designer and surveyor to start proceedings with approvals from MRWA and other departments for the works and land acquisition, the surveyor will set out the new boundaries as soon as possible so my crew can fence it and I will then clear what is required.

At this point discussions were held in relation to the Wirrilda Road Project as follows:

- Works and Services Manager confirmed that the plans were currently with Main Roads for approval, however the Works and Services Manager would be discussing the plans with the designer to request that the plan be simplified.
- Works and Services Manager advised that title changes are currently underway and that land is to be resumed.
- Cr Kelly requested that the project be laid on the table until the area could be viewed by Councillors during the road inspection on 8 February 2016.
- Cr Lovelock reiterated with Councillors that there is a legally binding agreement in place stating that we must proceed with the project or lose \$150,000 in funding.
- The Acting Chief Executive Officer confirmed that (the Shire) must spend the budgeted \$243,000 on the project by the end of June 2016 or (the Shire) will lose the \$150,000 Main Roads funding.
- Cr Kelly disagreed with written advice and stated that no clearing permit has been approved for the Project.
- Cr Penn and Cr Kelly requested the Works and Services Manager provide Council with detailed costings for the amended work plans, and delay works (excluding surveying), until the new costings had been presented to Council at its February 2016 meeting.

RESOLUTION 08/2016

Moved: Cr S Penn

Seconded: Cr J Kelly

That a total budget for the Wirrilda Road project is provided by the Works Manager at the February 2016 meeting prior to commencement of ground works (other than surveying) on the project.

For: Cr S Penn, Cr J Kelly, Cr N Clarke

Against: Cr J Corless-Crowther, Cr P Carr, Cr J Brennan, Cr A Broadhurst, Cr D Lovelock

Motion lost 5/3

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 09/2016

Moved: Cr S Penn
Seconded: Cr J Kelly

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

Motion Put and Carried 8/0

Analysis of Maintenance Grading Hours – Financial Year

Shire of Victoria Plains

Analysis of Maintenance Grading Hours for the Financial Year 2015-16

Aboriginal Community	Total Hrs	Jul - Sept		Oct - Dec		Jan - Mar		Apr - Jun		Total	
		PGR9	Contract	PGR9	Contract	PGR9	Contract	PGR9	Contract	PGR9	Contract
MG000											
ADAMS LANE											
MG0024	5.50		5.50								5.50
BATTY BOG RD											
MG0112	14.50			14.50						14.50	
BEHANGING NORTH RD											
MG0010	42.50			4.00	11.50					4.00	38.50
BEHANGING RD											
MG0034	11.00										11.00
BEHANGING RD											
MG0091	9.00		4.50		4.50						9.00
BIG SPRINGS RD											
MG0118											
BIN RD											
MG0051	7.00		7.00								7.00
BLOOD RD											
MG0007											
BOLGART EAST RD											
MG0023	16.00		14.00		2.00					2.00	14.00
BOLGART WEST RD											
MG0017	5.00		5.00								5.00
BOUNDARY RD											
MG0062	5.00		5.00								5.00
BOXHALL RD											
MG0054	2.50		2.50								2.50
BULL RD											
MG0032	11.50		8.00		3.50						11.50
BULLGAN RD											
MG0078	10.50	6.00								6.00	11.50
BURNETT RD											
MG0075	28.50		5.50				23.00				5.50
CALCARRA EAST RD											
MG0077											
CALCARRA SIDING RD											
MG0057	58.00		8.50		8.00		10.50			8.00	19.00
CALCARRA WEST RD											
MG0008											
CALINGRI NEW MORGIA ROAD											
MG0037	13.50		8.50				5.00				13.50
CARAN EAST RD											
MG0013	25.00				3.00		22.00			3.00	22.00
CARANI WEST RD											
MG0099	22.50		22.50								22.50
CATABODY RD											
MG0073	5.00		5.00								5.00
CATABODY WEST ROAD											
MG0052	7.00						1.00				8.00
CLARKE RD											
MG0003	5.50		5.50								5.50
COCKING RD											
MG0025	49.50		18.50		7.00		24.00			7.00	42.50
CORONDIENE RD											
MG0055	5.00		5.00								5.00
DARRAGH RD											
MG0089	11.25		2.50		4.00					4.00	2.50
DONNELLY RD											
MG0039	11.50	10.00					1.50			10.00	1.50
DUGGAN RD											
MG0079	9.50		9.50								9.50
EDMONDS RD											
MG0050	14.00		11.00				3.00				14.00
ERICKSON RD											
MG0068	4.00		4.00								4.00
ESSEX RD											
MG0042	13.00		13.00								13.00
FLAVELL RD											
MG0035	11.00		8.50				2.50				11.00
FORDHAM RD											
MG0119	3.50		3.50								3.50
FORREST ST											
MG0084	2.00		2.00								2.00
FOWLER RD											
MG0026	28.50	16.00					12.50			16.00	12.50
GABALONG WEST RD											
MG0016	9.50		9.50								9.50
GILLINGARRA RD											
MG0004	27.00		10.00		17.00					17.00	10.00
GILLINGARRA-GLENTROMIE RD											
MG0021	36.00	20.00			2.00		14.00			22.00	14.00
GOLF COURSE RD											
MG0123											
GONMALLING-CALINGIRI RD											
MG0030	11.00	6.00			5.00					11.00	
GOUDGE RD											
MG0134											
GUTHRIE											

T:\Financial\Monthly Reports\Financial Year 2016\Grading Plant Hours 2015-16\Grading Plant Hours for Council 2015-16

Minutes – Works and Services Committee Meeting
20 January 2016

Shire of Victoria Plains

Analysis of Maintenance Grading Hours for the Financial Year 2015-16

	Total Hrs	Jul - Sept		Oct - Dec		Jan - Mar		Apr - Jun		Total	
		PGR9	Contract	PGR9	Contract	PGR9	Contract	PGR9	Contract	PGR9	Contract
MG0068 HALLIGAN RD	9.50		9.50								9.50
MG0068 HAWKINS RD											
MG0063 HEAD RD											
MG0111 HOWARD RD	8.00			8.00						8.00	
MG0135 HUNT RD											
MG0074 JONES RD	5.00		5.00								5.00
MG0061 KELLY RD	5.00										
MG0082 KING RD	7.00	4.00		3.00						4.00	3.00
MG0014 KONNONGORRING WEST RD	29.00		9.50	19.50							29.00
MG0110 LANDON STREET											
MG0065 LONGMAN RD	3.50		3.50								3.50
MG0068 LYDOCK RD	8.00		5.00	3.00						3.00	5.00
MG0113 LYDOCK SOUTH RD	5.00		5.00								5.00
MG0049 MARTIN RD	28.50		1.50	9.00	18.00					9.00	18.00
MG0063 MESTON RD	8.50		5.00	3.50							8.50
MG0087 MISSION RD	2.50			2.50							2.50
MG0006 MGSUMBER YARAWINDA RD											
MG0048 MOTONING RD	23.75	13.00		7.50	3.25					13.00	7.50
MG0069 MURPHY GULLY RD	4.25										4.25
MG0001 NEWDALE RD	11.00	2.00		7.00	2.00					9.00	2.00
MG0129 O'DEA PLACE											
MG0027 OLD PLAINS RD	85.00	18.50	30.00	14.00	32.50					32.50	30.00
MG0046 OLD TELEGRAPH SOUTH RD	17.00		11.00	6.00							17.00
MG0031 PARKER RD	15.00			15.00							15.00
MG0072 PHILLIPS RD	1.00		1.00								1.00
MG0033 PITHER RD	7.00		7.00								7.00
MG0070 PUTNAM RD	1.50		1.50								1.50
MG0016 RED GULLY RD	4.25										4.25
MG0069 RICK RD	2.00	2.00								2.00	
MG0043 ROE RD	11.00	6.00			5.00					6.00	5.00
MG0063 ROGERS RD	8.50										8.50
MG0071 SALT RD											
MG0002 SANDPLAIN RD	3.50			2.50	1.00					1.00	2.50
MG0064 SCHOLZ RD	69.25	40.00		10.50	18.75					40.00	18.75
MG0028 SKILLING RD	2.50		2.50								2.50
MG0060 SMITH RD	12.50	12.50									12.50
MG0040 SUDHOLZ RD	3.50		3.50								3.50
MG0060 SYKES RD	28.50		6.50	20.00						6.50	20.00
MG0020 THOMPSON RD	3.25										3.25
MG0047 THOMSON RD	3.00	1.00			3.25					1.00	3.25
MG0067 WALLAMARRA RD	1.00		1.00								1.00
MG0104 WATERS ST	2.00			2.00							2.00
MG0066 WESTLAKE RD	13.00	13.00			2.00						13.00
MG0041 WILSON RD	1.50										1.50
MG0066 WIRRIDLA RD											

T:\Finance\Monthly Reports\Financial Year 2016\Grader Plan Hours 2015-16\Grader Plan Hours for Council 2015-16

Minutes – Works and Services Committee Meeting
20 January 2016

Analysis of Maintenance Grading Hours for the Financial Year 2015-16
Shire of Victoria Plains

	Total Hrs	Jul - Sept		Oct - Dec		Jan - Mar		Apr - Jun		Total	
		PGR9	Contract	PGR9	Contract	PGR9	Contract	PGR9	Contract	PGR9	Contract
MG0038 WOODS RD	18.50	6.00	8.50	4.00						10.00	8.50
RG0022 WYEHING EAST RD	18.00		12.00	4.00	2.00					4.00	14.00
MG0116 WYEHING SLIDING RD	1.50		1.50								1.50
MG0028 WYEHING WEST RD	18.00		8.50		9.50						18.00
MG0045 YENART RD	33.00	7.00		6.00	16.50	3.50				13.00	16.50
C3117 CALINGIRI NEW NORCIA ROAD											3.50
C3118 YERECOIN- GLENTROMIE ROAD											
C3119 GONMALLING- CALINGIRI-COROND											
C3120 NEW NORCIA - GILLINGARRA RD											
RR0028 Cararti Road West	31.00			31.00						31.00	
RR0025 Toodyay-Bindi Bindi Rd Shouldie	60.00			48.00	11.00					48.00	11.00
RR0021 REG RD GILLINGARRA- GLENTROMIE											
R20011 TOODYAY- BINDI BINDI	23.00			17.00	6.00					17.00	6.00
MG0130 Maint Grading - Claycreels Tria	22.50		22.50								22.50
E001 BOLGART MUSIC FESTIVAL											
	1240.00	205.00	332.00	240.00	234.50	141.00				445.00	566.50
											228.50

T:\Finance\Monthly Reports\Financial Year 2016\Grading Plant Hours 2015-16\Grading Plant Hours for Council 2015-16

Minutes – Works and Services Committee Meeting
20 January 2016

Vehicles and Plant Report – YTD

Shire of Victoria Plains
Vehicles & Plant Report YTD 30th November 2015

Plant No	Plant Description	Plant Repair Wages		Tyres & Tubes		Petrol & Repairs		Insurance & Licences		Fuel & Oil		Cash Total		Operating Hours		Actual Verses Budget
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Total Life Hrs/Kms	Budget Usage	
PV038	Jeep Cherokee															
PV039	Honda Accord															
PV040	Honda Civic															
PV041	Subaru Outback 3.0															
	\$ Total Admin Vehicles															
PFT10	Toyota Landcruiser															
PFT11	Bolgar Fire Truck															
PFT13	Izumi Fire Truck															
PFT14	New Mercedes Fire Truck Isuzu															
PFT15	Izumi Fire Truck - Callignell															
PFT16	Izumi Fire Truck - Yerecosh															
	Total Bush Fire Vehicles															
PW048	Nissan Navara															
PW051	Nissan RX D/Cab 2															
PW055	Holden Colorado															
PW054	Nissan RX D/Cab 2															
PW056	Nissan Navara															
PW058	Toyota Hilux - Works Crew															
PW057	Toyota Hilux - Gardener															
PW059	Jeep Cherokee															
PW059	Nissan Navara															
PW059	Holzer Colorado LS															
	Total Depot Vehicles															
HC089	FC090 Cnr Grader 120															
GR010	Catapillar 120M Series Grader															
PL02	White L700 Multi Lias															
PL07	Mambo															
PL08	Cat Loader															
PL09	Bobcat 1650 Bushcok															
PL010	Harold Mowers															
PL011	Harold Mowers															
PL012	Turfmaster 30" Commercial Mow															
PL013	Boat Broonby Ride On Mow															
PL014	Boat Broonby Roller															
PL015	Bomag Multi-tyred Roller															
PL016	Sundry Plant Items															
PL017	Mitsubishi Fuso 13 Truck															
PL018	Hiro Tompa 300 Dump Truck															
PL019	Hiro 700 Series Truck															
PL020	Hiro 700 Series Truck															
PL021	Hiro 300 5T Truck															
PL021	Trailets (Bobcat)															
PL022	Trailets (Bobcat)															
PL023	Trailets															
PL024	Trailets															
PL025	Trailets															
PL026	Side Tipple Trailer															
PL027	Howard Power Doka Trailer															
PL028	John Papeete 45 HD Trailer															
PL029	John Papeete 45 HD Trailer															
PL030	Trailer (Toliet (ex V6 Tourcam))															
PL031	Perkins 1103CC-33Generator															
PL032	Bobcat Trailer															
PL033	Tree Lopper (Woodchipping)															
PL034	Kubota B6500D Tractor/Mower															
PV01	Plant Repairs															
	Total Plant Costs															
	Total Vehicle & Plant Costs															

T:\Finance\Plants Vehicle 2015 Plant

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

Edmonds Street Drainage

The Works and Services Manager displayed a map on drainage works to be performed which will alleviate flooding in Edmonds Street, Calingiri.

RESOLUTION 10/2016

Moved: Cr J Kelly

Seconded: Cr J Corless-Crowther

That works commences on pipes and drainage works to alleviate flooding on Edmonds Street.

Motion Put and Carried 8/0

Cr Broadhurst

Cr Broadhurst requested that works staff ensure that any equipment is fuelled up and in working order should it be required for fighting of fires. The Works and Services Manager will ensure that pre-starts are performed and Council policies followed regarding Council equipment. Additionally, Cr Broadhurst asked whether drains could be reviewed in Yerecoin and suggested works commence soon on spraying of weeds which will be seeding following recent rains.

Cr Brennan

Cr Brennan asked that sealing of the sports club car park be completed.

12 DECLARATION OF CLOSURE

There being no further business the Chairperson declared the meeting closed at 12.25pm.

Signed this 20th day of January 2016

Presiding Member 