



# Ordinary Meeting of Council

## MINUTES

16 November 2017

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## SHIRE OF BROOMEHILL - TAMBELLUP

**Minutes of the Ordinary Meeting of Council of the Shire of Broomehill - Tambellup held in the Tambellup Council Chambers on Thursday 16 November 2017 commencing at 4.09pm.**

### **1. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE**

<b>Present:</b>	Cr SJF Thompson	President
	Cr MC Paganoni	Deputy President
	Cr GM Sheridan	
	Cr ME White	
	Cr MC Nazzari	
	Cr KJ Holzknrecht	
	Cr CJ Letter	
	KB Williams	Chief Executive Officer (CEO)
	JA Stewart	Manager Corporate Services
	GC Brigg	Manager of Works
	KP O'Neill	Manager Finance and Assets
	PA Hull	Strategic Support & Projects Officer
	LK Cristinelli	Governance and Executive Assistant

**Apologies:** Nil

**Leave of Absence:** Nil

### **2. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**

2.1 The President welcomed Councillors and Staff and declared the meeting open at 4.09pm.

### **3. RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE**

Nil

### **4. PUBLIC QUESTION TIME**

Nil

### **5. APPLICATION FOR LEAVE OF ABSENCE**

Nil

### **6. DECLARATION OF INTEREST**

Cr White and Cr Paganoni declared a Financial Interest in Item 11.04.

**7. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS**

Nil

**8. CONFIRMATION OF PREVIOUS MEETING MINUTES**

**8.1 ORDINARY MEETING OF COUNCIL MINUTES 19 OCTOBER 2017**

***171101***

*Moved Cr White, seconded Cr Sheridan*

*“That the Minutes of the Ordinary Meeting of Council held on 19 October 2017 be confirmed as a true and accurate record of proceedings.”*

***CARRIED 7/0***

**8.2 SPECIAL MEETING OF COUNCIL MINUTES 26 OCTOBER 2017**

***171102***

*Moved Cr Paganoni, seconded Cr Holzknicht*

*“That the Minutes of the Special Meeting of Council held on 26 October 2017 be confirmed as a true and accurate record of proceedings.”*

***CARRIED 7/0***

**9. RECEIPT OF COMMITTEE MEETING MINUTES HELD SINCE LAST MEETING**

Nil

**10. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

Nil

**11. MATTERS FOR DECISION**

**11.01 FINANCIAL STATEMENTS FOR OCTOBER 2017**


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<b>Program:</b>	<b>Other Property and Services</b>
<b>Attachment:</b>	<b>Monthly Financial Statements for October 2017</b>
<b>File Ref:</b>	<b>Nil</b>
<b>Author:</b>	<b>KP O’Neill                      Manager Finance and Assets</b>
<b>Date:</b>	<b>10 November 2017</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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**Summary:** Council to consider the monthly financial report for the period ending 31 October 2017.

**Background:** The *Local Government (Financial Management) Regulations 1996* require a statement of financial activity to be prepared each month and prescribe the contents of that report and accompanying documents. The report is to be presented at an ordinary meeting of the Council within 2 months after the end of the month to which the report relates.

Each financial year, Council is required to adopt a percentage or value to be used in the statement of financial activity for reporting material variances.

As part of the 2017/18 budget process, Council adopted 10% or \$10,000 as the material variance for reporting purposes for the year.

**Comment:** The Annual Financial Statements for the year ending 30 June 2017 are still with the Auditors and have not yet been signed off and finalised. Until they are finalised, carried forward figures may be subject to change should any adjustments be required by the Auditors. This may affect opening balances contained in the monthly financial report.

Note 2 in the financial statements provides commentary on the material variances shown in the statement of financial activity by reporting program, which is a requirement of the *Local Government (Financial Management) Regulations 1996*.

Receivables - which includes outstanding rates, emergency services levy, pensioner rebates and other ‘sundry’ debtors - is reported at Note 6. At the end of October approximately 81% in rates had been collected. The closing date for payment of rates, also the option to pay by instalments, was the 1<sup>st</sup> September.

Note 8 tracks capital grants and contributions, the unspent balance of which is reported as ‘Restricted Cash’ throughout the financial report.

Capital revenue and expenditure is detailed in Note 12, which includes plant replacement, road construction, building improvements, reserve transfers and loan transactions.

**Consultation:** Nil

**Statutory****Environment:**

*Local Government (Financial Management) Regulations 1996*  
 34. *Financial activity statement report*

- (1) *A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22 (1)(d), for that month in the following detail –*
- (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);*
  - (b) budget estimates to the end of the month to which the statement relates;*
  - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;*
  - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
  - (e) the net current assets at the end of the month to which the statement relates.*
- (2) *Each statement of financial activity is to be accompanied by documents containing –*
- (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;*
  - (b) an explanation of each of the material variances referred to in subregulation (1)(d); and*
  - (c) such other supporting information as is considered relevant by the local government.*

**Policy Implications:** Nil

**Strategic****Implications:**

This issue is not dealt with in the Plan.

**Asset Management****Implications:**

There are no implications for the Asset Management Plan.

**Financial****Implications:**

The report represents the financial position of the Council at the end of the previous month.

**Workforce Plan****Implications:**

There are no implications for the Workforce Plan.

**Voting Requirements:** Simple Majority

**Council Decision:**        **171103**

*Moved Cr Sheridan, seconded Cr Holzkecht*

*“That the Financial Statement for the period ending 31 October 2017  
be adopted.”*

**CARRIED 7/0**

**Reason For Change to  
Recommendation:**

**11.02 CREDITORS ACCOUNTS PAID OCTOBER 2017**


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<b>Program:</b>	<b>Other Property and Services</b>	
<b>Attachment:</b>	<b>List of Payments for October</b>	
<b>File Ref:</b>	Nil	
<b>Author:</b>	<b>KP O’Neill</b>	<b>Manager Finance and Assets</b>
<b>Date:</b>	<b>10 November 2017</b>	
<b>Disclosure of Interest:</b>	Nil	

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**Summary:** Council to consider the list of payments made from the Municipal and Trust Funds during October 2017.

**Background:** The *Local Government (Financial Management) Regulations 1996* prescribe that a list of accounts paid under delegated authority by the CEO is to be prepared each month, providing sufficient information to identify the transactions.

The list is to be presented to the Council at the next ordinary meeting after the list is prepared and recorded in the minutes of that meeting.

**Comment:** Summary of payments made for the month:-

Municipal Fund	\$705,725.47
Trust Fund	\$0.00
Credit Cards	\$2,202.83
<b>Total</b>	<b>\$707,928.30</b>

**Consultation:** Nil

**Statutory**

**Environment:** *Local Government (Financial Management) Regulations 1996*

*13. Lists of accounts*

*(1) If the local government has delegated authority to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared –*

- (a) the payee’s name;*
- (b) the amount of the payment;*
- (c) the date of the payment; and*
- (d) sufficient information to identify the transaction.*

**Policy Implications:** Nil

**Strategic**

**Implications:** This issue is not dealt with in the Plan.

**Asset Management**

**Implications:** There are no implications for the Asset Management Plan.



**Financial**

**Implications:** Lists the payments made from Municipal and Trust Funds during the previous month.

**Workforce Plan**

**Implications:** There are no implications for the Workforce Plan.

**Voting Requirements:** Simple Majority

**Council Decision:** *171104*

*Moved Cr Nazzari, seconded Cr Paganoni*

*“That the list of accounts paid during October 2017, consisting of:-*

- Municipal Fund payments totalling \$705,725.47 comprising
  - ➔ cheques numbered 3581 to 3599;*
  - ➔ electronic payments numbered EFT9477 to EFT9567; and*
  - ➔ direct debits numbered DD4940.1 to DD4940.4, DD4990.1 to DD4990.4, DD4991.1 to DD4991.4.**
- Credit Card payments totalling \$2,202.83*

*be endorsed.”*

**CARRIED 7/0**

**Reason For Change to Recommendation:**

**11.03 ORDINARY COUNCIL MEETING DATES 2018**


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<b>Program:</b>	<b>Governance</b>
<b>Attachment:</b>	<b>Nil</b>
<b>File Ref:</b>	<b>ADM0091</b>
<b>Author:</b>	<b>LK Cristinelli Governance and Executive Assistant</b>
<b>Date:</b>	<b>03 November 2017</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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**Summary:** Council is required to determine and advertise its Ordinary Meeting dates, time/s and venue/s for the 2018 calendar year.

**Background:** The *Local Government Administration Regulations 1996 reg 12 (1)* requires that at least once a year a local government is to give local public notice of the date on which, and the time and place at which, its Ordinary Meetings of Council are to be held for a twelve month period (2018).

**Comment:** Council currently holds its meetings on the third Thursday of each month with the exception of January (nil meeting) and December (Friday meeting) unless otherwise determined and advertised throughout the course of the year. In keeping with past practice, if meetings continue to be held on the third Thursday of each month, during 2018, the meeting dates will be as follows:

15 February	15 March	19 April
17 May	21 June	19 July
16 August	20 September	18 October
15 November	14 December (Friday)	

For Council discussion and decision.

**Consultation:** Nil

**Statutory Environment:** *Local Government Administration Regulations 1996 reg 12 (1)*  
*Local Government Act 1995 sec 5.25 (g)*

**Policy Implications:** Nil

**Strategic Implications:** This issue is not dealt with in the Plan

**Asset Management Implications:** There are no Asset Management Implications

**Financial Implications:** Council is required to advertise the dates

**Workforce Plan Implications:** There are no Workforce Plan Implications

**Voting Requirements:** Simple Majority

**Council Decision:** *171105*

*Moved Cr Paganoni, seconded Cr White*

*“That the Shire of Broomehill-Tambellup conducts its Ordinary Meetings in the Tambellup Council Chambers commencing at 4.00pm on the following dates during 2018:*

<i>15 February</i>	<i>15 March</i>	<i>19 April</i>
<i>17 May</i>	<i>21 June</i>	<i>19 July</i>
<i>16 August</i>	<i>20 September</i>	<i>18 October</i>
<i>15 November</i>	<i>14 December (Friday).”</i>	

**CARRIED 7/0**

**Reason For Change to Recommendation:**

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**11.04 PROPOSED SHED – LOT 516 BROOMEHILL-GNOWANGERUP ROAD, BROOMEHILL**


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**Program:** Planning  
**Attachment:** Site Plan  
**File Ref:** A6022  
**Author:** KB Williams Chief Executive Officer  
**Date:** 03 November 2017  
**Disclosure of Interest:** Cr White and Cr Paganoni declared Financial Interests in this Item as they conduct business transactions with the applicant and left the meeting at 4.20pm.

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**Summary:** An application has been received for development of a shed at Lot 516 Broomehill-Gnowangerup Road, Broomehill.

This report recommends that approval be granted, subject to conditions.

**Background:** An application for the development of a shed was received on 02 November 2017. The application was submitted by Auspan Group on behalf of the landowner.

**Comment:** Description of Application

The applicant is seeking a planning approval to extend an existing shed located on the property. The existing shed measures 24 x 21 metres.

The proposed extension measures 23.3 x 21 metres, with a height of 7.5 metres to the eaves. It is understood that the shed will be constructed of metal.

Relevant Scheme Provisions - Zoning

The subject lot is zoned ‘Farming’ under the Shire of Broomehill Town Planning Scheme No 1 (‘the Scheme’).

Single Dwellings and ancillary outbuildings are exempt from Planning Consent; however, the shed is not ancillary to the dwelling.

**Development Standards:**

The Scheme contains the following setback provisions relevant to the application:

**5.5 SITE REQUIREMENTS**

*The site building requirements for land in various zones shall be as set out in Table 2.*

**TABLE 2 - SITE REQUIREMENTS - MINIMUM SETBACKS FROM BOUNDARIES**

<b>ZONE</b>	<b>STREET</b>	<b>REAR</b>	<b>SIDE</b>
<i>Residential</i>	<i>As in the R Codes</i>		
<i>Town Centre</i>	<i>0m</i>	<i>At the Council's discretion</i>	
<i>Industrial</i>	<i>7.5m</i>	<i>7.5m</i>	<i>5m on one side</i>
<i>Rural Residential</i>	<i>15.0m</i>	<i>10.0m</i>	<i>10.0m</i>
<i>Farming</i>	<i>15.0m</i>	<i>10.0m</i>	<i>10.0m</i>

The shed complies with the development standards.

The shed is located outside of a Bushfire Prone Area and does not require a Bushfire Attack Level (BAL) assessment.

Council is about to commence a review of the Planning Scheme. During the review Council can consider whether an exemption for sheds on farming properties could be implemented, and under what criteria.

**Consultation:** Council has the ability to advertise any application under the Scheme. Advertising of the application is not considered relevant. No consultation has occurred.

**Statutory Environment:** Shire of Broomehill Town Planning Scheme No 1.

**Policy Implications:** Nil

**Strategic Implications:** This issue is not dealt with in the Plan.

**Asset Management Implications:** There are no asset management implications for Council.

**Financial Implications:** Planning Application fees of \$195.20 have been paid.

**Workforce Plan Implications:** There are no workforce plan implications.

**Voting Requirements:** Simple Majority.

**Council Decision:**        **171106**

*Moved Cr Sheridan, seconded Cr Letter*

*“That Council grants Planning Consent to the application lodged by Auspan for the use and development of a Storage Shed at Lot 516 Broomehill-Gnowangerup Road, Broomehill, subject to the following conditions:*

- 1.    The term of this approval is limited and expires 24 months from the date of this planning consent.”*

**CARRIED 5/0**

**Reason For Change to  
Recommendation:**

Cr White and Cr Paganoni returned to the meeting at 4.21pm.

**11.05 PLANT REPLACEMENT – 2009 CATERPILLAR 12M GRADER**


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<b>Program:</b>	<b>Transport</b>
<b>Attachment:</b>	<b>Confidential: Analysis of quotations received and specifications for new grader</b>
<b>File Ref:</b>	<b>ADM0303 &amp; ADM0414</b>
<b>Author:</b>	<b>GC Brigg                      Manager of Works</b>
<b>Date:</b>	<b>09 November 2017</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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**Summary:** Tenders have been received for Council's replacement grader.

**Background:** Council's 2017/18 budget has made provision to replace the 2009 Caterpillar 12M grader and staff have utilised the preferred supplier service offered by the Western Australian Local Government Association (WALGA) purchasing network.

Council requested quotes from Hitachi (John Deere), Komatsu and Westrac (Caterpillar).

All three companies provided quotations and all requests for quotes were received before the closing date.

The existing 2009 Caterpillar 12M was offered for sale through the WALGA managed tender system. The machine attracted 8 offers to purchase outright.

**Comment:** The grader due for replacement is the 2009 Caterpillar 12M. This grader has completed approximately 8,200 hours.

All machines priced meet the tender specifications adopted by Council at the 16 October 2017 meeting. John Deere, Caterpillar and Komatsu are all tried and proven machines in local government.

The three Caterpillar 12M graders purchased by Council over the past 8 years have reduced the whole life costs of the grader fleet and have reduced downtime. Caterpillar re-sale values continue to hold with a return of 45% of the original purchase price of this grader after 8 years.

Westrac has service personnel based in Kojonup and Albany who are available at all times when the need arises. This helps reduce downtime.

Westrac has offered the optional auto grease system which will increase machine productivity. Auto grease eliminates the need for operators to grease the machine manually in the field each day.

**Consultation:** Chief Executive Officer – Keith Williams

Manager of Works rang other neighbouring shires to discuss whole life costs for council owned John Deere and Komatsu graders. All were very competitive.

**Statutory**

**Environment:** *Local Government Act 1995*  
*Local Government (Functions and General) Regulations 1996*

**Policy Implications:** Policy 4.6 – Replacement of Plant and Vehicles

**Strategic**

**Implications:** The Strategic Community Plan includes an aspiration of “Living in a Safe Community”. Road safety is referenced and appropriate equipment is an important tool for Council to deliver on this aspiration.

**Asset Management**

**Implications:** The new grader will be taken up into the Asset Management Plan (AMP) and the trade will be removed. The changeover of the grader is in keeping with the Plant Replacement Program and the intent of the AMP.

**Financial**

**Implications:** Council made provisions in the 2017/18 budget to purchase a new grader for \$350,000 and trading the 2009 Caterpillar 12M for \$100,000 with a total changeover of \$250,000.

**Workforce Plan**

**Implications:** There are no workforce plan implications

**Voting Requirements:** Simple Majority

**Council Decision:** *171107*

*Moved Cr Paganoni, seconded Cr White*

*“That Council accepts the quote from Westrac for the purchase of a Caterpillar 12M grader and trades the 2009 Caterpillar 12M grader with changeover of \$208,275.14, which includes the optional auto grease system.”*

**CARRIED 7/0**

**Reason For Change to Recommendation:**



**11.06 SALE OF 600MM PROFILER SKID STEER ATTACHMENT**


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<b>Program:</b>	<b>Transport</b>
<b>Attachment:</b>	<b>Nil</b>
<b>File Ref:</b>	<b>ADM0303 &amp; ADM0414</b>
<b>Author:</b>	<b>GC Brigg                      Manager of Works</b>
<b>Date:</b>	<b>09 November 2017</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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**Summary:** Sale of the surplus 600mm profiler attachment (skid steer stabilizing attachment).

**Background:** In the 2017/18 budget Council has replaced the smaller 259B skid steer with a larger 299D skid steer with a 1200mm stabilizer attachment. The 299D skid steer was specifically purchased to run a larger 1200mm profiler to allow crews to carry out bitumen repairs more efficiently.

**Comment:** The Shire of Gnowangerup has previously hired the Shire of Broomehill-Tambellup's 259B skid steer and 600mm profiler to complete bitumen repairs within its shire.

The Shire of Gnowangerup has since purchased its own Caterpillar skid steer and has made an offer to purchase the 600mm profiler since Council has purchased a larger 1200mm profiler attachment.

Council purchased the 600mm profiler attachment second hand with the view that it would be upgraded when the skid steer was replaced with a larger machine in 2017/18.

The 600mm profiler attachment is now surplus to Council's needs and can be sold with no implications to the current plant replacement program.

**Consultation:** Chief Executive Officer  
Manager of Finance  
Shire of Gnowangerup

**Statutory**

**Environment:** *Local Government Act 1995*  
*Local Government (Functions and General) Regulations 1996*

**Policy Implications:** Policy 4.6 – Replacement of Plant and Vehicles

**Strategic**

**Implications:** The Strategic Community Plan includes an aspiration of "Living in a Safe Community". Road safety is referenced and appropriate equipment is an important tool for Council to deliver on this aspiration.

**Asset Management**

**Implications:** The 600mm profiler attachment will be removed from the Asset Management Plan.

**Financial**

**Implications:** Proceeds from the sale will go back into the Plant Reserve.

**Workforce Plan**

**Implications:** There are no workforce plan implications.

**Voting Requirements:** Simple Majority

**Council Decision:** *171108*

*Moved Cr Sheridan, seconded Cr White*

*“That Council accepts the offer of \$15,000 + GST from the Shire of Gnowangerup for the 600mm profiler attachment.”*

*CARRIED 7/0*

**Reason For Change to  
Recommendation:**

**13.01 PLANT MAINTENANCE REPORT FOR NOVEMBER 2017**

**Program:** Transport  
**Attachment:** Nil  
**File Ref:** Nil  
**Author:** GC Brigg Manager of Works  
**Date:** 09 November 2017  
**Disclosure of Interest:** Nil

Reg No.	Description	Current Kms/Hrs	Next Service Due	Year of Manufacture	Year of Purchase	Changeover	Comments
0TA	Toyota Landcruiser wagon			2017	2017	1 yr / 15,000km	
1TA	Ford Ranger Dual Cab			2017	2017	1 yr / 30,000 kms	
BH00	Ford Ranger D-Cab	853	3,000	2017	2017	1 yr / 30,000 kms	New ute. Fitted accessory.
BH000	Ford Everest wagon			2017	2017	1yr / 25,000 km	
BH001	CAT vibe Roller	439	500	2016	2017	8 yrs / 8000 hrs	
BH002	ISUZU Flatbed Truck	11,543	20,000	2016	2016	7 yrs / 250,000km	Dropped in to Albany for water tank installation.
BH003	Toyota Landcruiser GXL Dual Cab	23,251	30,000	2017	2017	1 yr / 30,000 km	Serviced @ 20,000 km.
BH004	CAT 12M Grader	8,110	8,500	2009	2009	8 yrs / 8,000 hrs	Checked Mouldboard wearplates.
BH005	Cat multi tyre Roller	5,258	5,500	2011	2011	8 yrs / 8000 hrs	Replaced brake pad and park brake pad LH.
BH006	CAT 12M	53,210	5,500	2012	2012	8 yrs / 8,000 hrs	Replaced UHF radio. Replaced compressor seal. Checked mouldboard wearplates.
BH007	Toro mower	669	700	2016	2016	5 yrs / 5,000 hrs	Replaced tyre. Replaced spindle shaft. Traction shaft upgrade. Replaced engine v-belt.
BH009	Colorado 4x4 Tray Back	17,171	30,000	2015	2015	1 yr / 30,000 km	
BH012	Isuzu Fire Truck	1,458	Jan-41				Replaced battery.
BH013	Cat 444F Backhoe	1,951	2000	2013	2013	10 yrs/8,000 hrs	
BH014	Ford Ranger Space Cab	542	3,000	2017	2017	1 yr /30,000 km	New ute. Fitted toolbox.
BHT0	Kenworth Truck	25,072	30,000	2016	2017	5 yrs/250,000 km	Fixed leak in pneumatic valves. Replaced tyre
BHT84	Toro Groundmaster 3500D mower	585	600	2013	2013		
BHT92	CAT Skid Steer 299D2XHP	57	250	2017	2017	8 yrs / 8,000hrs	New machine

Reg No.	Description	Current Kms/Hrs	Next Service Due	Year of Manufacture	Year of Purchase	Changeover	Comments
BHT125	Mack Curser 8 Wheel Tipper	120,229	140,000	2013	2013	5 yrs/ 250,000 km	Replaced hub seal and brake shoe in rear hubs. Replaced circuit breaker & serviced at 120,222km.
BHT1624	Fuel Trailer			2015	2016		
BHT1633	Tandem Axle Dolly	18512		2015	2015		Replaced mudguard on 29/08/17
TA001	Toyota Landcruiser	17,260	20,000	2017	2017	1 yr / 30,000 kms	Serviced at 10,000 kms.
TA005	Toyota Hilux Tray Top	3,653	10,000	2016	2016	1 yr / 30,000 kms	
TA017	Isuzu Tipper	87,998	95,000	2014	2014	5 yrs /200,000 km	
TA052	Ford Ranger S-Cab	209	3,000	2017	2017	1 yr 30,000 km	New ute. Fitted beacon.
TA06	Jet Patcher Isuzu	146,879	150,000	2007	2010	8 yrs / 8,000 hrs	Re-gassed air conditioner. Replaced alternator belt.
TA18	12M Grader	1,217	1,500	2016	2016	7 yrs / 8,000 hrs	
TA281	930K Loader	2,768	3,000	2014	2014	8 yrs / 8,000 hrs	Checked fuel & coolant leak. Checked VHF radio
TA386	Isuzu Tipper	55,955	60,000	2012	2012	5 yrs /200,000 km	Replaced windshield
TA2251	3 Axle Float Trailer				2009		Purchased 2 new tyres
1 TIU 961	Papas Tandem Fuel Trailer			2008			
1TMR361	Rockwheeler Side Tipper Trailer	58,454		2012	2012		
1TMR367	Tandem Axle Dolly						Replaced mud guard.
BKTBR	Skid steer Bucket Broom			2013			
1TLT850	Loadstar 8x5 Trailer			2011			
BH2085	Trailer for Pump at Town dam						
BH2098	Boxtop Trailer						
BH2134	Trailer for Mobile Standpipe						
TA2129	Fuel Tanker						
BHT 1626	Papas Tandem Fuel Trailer						Fitted new plate number.
1TCY093	Papas Tandem Trailer						Replaced tyre & fitted new tyre.
1TIU961	8 x 5 Papas Fuel Trailer						Replaced plug.
1TFH594	Loadstar Boxtop Trailer						

Reg No.	Description	Current Kms/Hrs	Next Service Due	Year of Manufacture	Year of Purchase	Changeover	Comments
1TFC580	Gardeners Boxtop trailer						
1TFD241	Boxtop Trailer for firefighting						
1TJX516	Plant Trailer for Mowers						Fixed wiring and replaced plug.
BHT1624	Fuel Trailer				2016		
1TOI298	Sign Trailer				2015		
Fogger	Fogger						Tuned-up fogger.
TSAW	Tree Saw						
STAB	Stabiliser attachment				2014		
CATBR	Caterpillar Broom						
	Cement Mixer						
	Tree Grab						
	Wacker Packer						
	Tambellup Fogger						
	Broomehill Fogger						
1TRR872	Hire Side Tipper Trailer	1876		2016			
	Pressure Washer						Fixed leak in gun
	Polesaw						Fixed carburetor and sharpened chain.
	Honda Pump						Fixed carburetor, replaced outlet fitting and hose.
	Chainsaw						Fixed, cleaned & sharpened
	Stihl concrete saw						Replaced spark plug & tuned up.
	Skid Steer Roller						Dismantled

*This Report was received by Council*

**13.02 WORKS REPORT FOR NOVEMBER 2017**


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<b>Program:</b>	<b>Transport</b>	
<b>Attachment:</b>	<b>Nil</b>	
<b>File Ref:</b>	<b>Nil</b>	
<b>Author:</b>	<b>GC Brigg</b>	<b>Manager of Works</b>
<b>Date:</b>	<b>09 November 2017</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

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**Broomehill**

- Gardeners busy catching up with mowing around town. Mower was down waiting for parts for a period of time.
- Pump at the town dam is currently not working. Electrician waiting on a new pressure switch for the pump.
- Oval sprayed for black beetle and broadleaf and has been fertilized.
- Maintenance crew finished off around the new shade structure in Holland Park. New sand installed and fence erected.
- The shade structure in Holland Park needs guttering along the front to stop roof runoff damaging along the footpath and flowing back through the swings.
- Katanning Cherry Pickers have completed trimming trees under power lines around town. It is an ongoing problem. There are a couple of bigger trees to be removed. Two Council houses have large trees in the front yards to be lopped to stop any damage to the houses.
- The Golf Club has decided to purchase the 5m Toro mower off T-Quip in Perth after a successful demo.
- A meeting will be held with the Pavilion Committee to look at replanting gardens.

**Tambellup**

- Gardeners are busy keeping up around town. The extra landscaping at the Pavilion is taking extra work. They are struggling to keep up with the town gardens with the Pavilion included. There isn't enough town water pressure to keep up with watering the landscaping. It is currently being done by hand.
- Thinkwater has repaired reticulation at the oval. There was broken wiring in the harness which was causing issues to the controller.
- Oval sprayed for black beetle and broadleaf and fertilized.
- Statewide Turf will carry out a verti-mow and earthquake on the oval next week.
- Carport at the office is constructed. Small amount of work to complete around the footings.
- Trimming trees under the power lines is complete.
- Maintenance crew and contractors continuing with new kerbing along Norrish Street and Crowden Street. This is quite slow work with stabilization on existing seal.
- There is a wait for concrete products out of Newmans Concrete Albany. This slows up work on the footpath.

**Roads**

- Construction crew is working on Pallinup South Road. Gravel hauling is complete.
- Western Stabilizers will carry out wet mixing and stabilizing in mid-November with sealing booked for the end of the month.
- Crews will then work on stabilizing patches on the Toobrunup Road ready for resealing in mid-December.

- Aggregate is being delivered to all projects.
- Still waiting for approval from Main Roads to complete the intersection on Nardlah and Broomehill-Gnowangerup Road.
- Maintenance graders are moving to the south west part of the Shire and working north.
- Flat pack box culverts have been ordered for Gnowangerup Road floodway. These will be installed before stabilizing areas ready for resealing Gnowangerup Road by the end of January.
- A new flat pack box culvert for Pallinup South Road will be ordered. This is in readiness for the 2018/19 section of construct and seal. It will be installed this year during the dry period.
- There are an increasing number of blow outs in the seal along Toolbrunup Road. Maintenance crew will be working on them in the near future. This is outside the programmed reseal section.
- Flood damage crew is working on Marshall Road. Areas of concern along Tieline have been repaired ready for harvest.
- Regional Road Group draft program is complete and going to the meeting for adoption on the 13<sup>th</sup> of November. There has been a cut to the pool of approximately \$160,000. This cut may increase as time gets closer to the 2018/19 state budget.
- Broomehill-Tambellup draft program includes seal preservation and construct and seal projects. There was only one project out of 6 which wasn't supported. The value of Council's projects is \$839,000 of the pool. This is around 15% of the \$5,900,000 pool. Projects are funded 2/3 RRG funding with 1/3 Council funds.
- Commodity Routes won't be announced until December, but sealing North Tieline Road is the highest ranked job for the Shire.
- The Transport Minister announced Roads to Recovery will continue past 2019 with an increase of 50 million dollars per year to the pool.
- Maintenance crew have been completing jobs around town, bitumen patching, widening culverts, constructing headwalls on Pallinup South Road and streetscaping.
- Jetpatcher is continuing to patch bitumen on all roads.

## **Plant**

- Three new Fords have been delivered. They include Tambellup gardener's single cab, grader maintenance dual cab and mechanic's extra cab.
- Works Supervisor's dual cab Landcruiser has been replaced. Still waiting for the leading hand construction dual cab Landcruiser and Chief Executive Officer's Landcruiser to arrive.
- New 2 tonne Isuzu truck will be delivered in the next couple of days. This will replace the Broomehill gardener's Holden single cab tipper. The light truck will then be replaced every 5 years the same as other light trucks in the plant replacement program.
- Tow hitch being built for the skid steer truck at Elite Steel Albany. This wasn't done initially when the truck was new. There were issues with the hydraulic ramp hitting the tow hitch when lowering. A solution has been found.
- New 4,000lt water tank is now complete and will work with the skid steer stabilizer.
- 12M maintenance grader has been down for 4 days waiting on a new steering module. It is now back working.

*This Report was received by Council*

**14. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF COUNCIL**

Nil

**15. DATE OF NEXT MEETING**

15 December 2017

**16. CLOSURE**

There being no further business the President thanked Councillors and Staff for their attendance and declared the meeting closed at 5.04pm.