



MINUTES

WORKS AND SERVICES COMMITTEE

2 FEBRUARY 2022

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The Shire of Wagin advises that anyone who has any application lodged with the Shire of Wagin shall obtain and should only rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Wagin in respect of the application.

Bill Atkinson
CHIEF EXECUTIVE OFFICER

GIFTS DISCLOSURE INFORMATION

The Gifts Register contains the disclosures of gifts that have been made by Elected Members, the Chief Executive Officer and Employees in their official capacity.

To adhere with the changes to gift disclosure regulations in the *Local Government Legislation Amendment Act 2019*, passed by Parliament on 27 June 2019, the Shire of Wagin provides gift disclosure information in the interests of accountability and transparency.

Elected Members and the Chief Executive Officer are required to disclose gifts which are valued over \$300 or are two or more gifts with a cumulative value over \$300 (where the gifts are received from the same donor in a 12 month period) within 10 days of receipt [Sections 5.87A & 5.87B *Local Government Act 1995*].

The Act and Regulations require the Chief Executive Officer to publish an up to date version of the Gifts Register on the Shire's website after a disclosure is made. To protect the privacy of individuals, the register published on the website does not include the address disclosed by an individual donor and will instead include the town or suburb.

SHIRE OF WAGIN

Minutes for the Works and Services Committee meeting held in the Council
Chambers on Tuesday 02 February 2022 commencing at 3:00pm

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1. OFFICIAL OPENING

The Chief Executive Officer, W T Atkinson opened the meeting 3.07 pm.

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

2.1 ATTENDANCE

Cr Greg Ball	Deputy President
Cr Bryan Kilpatrick	Councillor
Cr Geoff West	Councillor
Bill Atkinson	Chief Executive Officer
Allen Hicks	Manager of Works

2.2 APOLOGIES

Nil

3. ELECTION OF CHAIRPERSON

In the absence of a Chairperson the CEO called for nominations for the position of Chairperson of the Works and Services Committee.

Cr B L Kilpatrick nominated Cr G R Ball to the position of Chairperson.
Seconded by Cr G K B West.

There being no further nominations Cr G R Ball accepted the nomination and was elected Chairperson for the next two years and took the chair.

4. DISCLOSURE OF FINANCIAL AND OTHER INTERESTS

4.1 DISCLOSURE OF FINANCIAL INTEREST – Local Government Act Section 5.60a

4.2 DISCLOSURE OF PROXIMITY INTEREST – Local Government Act Section 5.6

4.3 DISCLOSURE OF IMPARTIALITY INTEREST – Administration Regulation Section 34c

5. CONFIRMATION OF PREVIOUS MEETING MINUTES

5.1 MINUTES FROM THE WORKS AND SERVICES COMMITTEE MEETING HELD 18 MAY 2021

COMMITTEE DECISION

Moved Cr B L Kilpatrick

Seconded Cr G R Ball

That the minutes of the Works and Services Committee meeting held on 18 May 2021 and circulated to all Councillors, be confirmed as a true and accurate record.

Carried 3/0

6. CORRESPONDENCE AND REPORTS

6.1 PROPOSED VARIATION TO PLANT REPLACEMENT PROGRAM

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Manager of Works
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	10 January 2022
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	PL.AC.3
ATTACHMENTS:	Nil

COMMITTEE RECOMMENDATION

Moved Cr G R Ball

Seconded Cr B L Kilpatrick

That the Committee recommend the purchase of a heavy-duty vacuum cleaner at a cost of \$6036 ex GST.

Carried 3/0

BRIEF SUMMARY

This report recommends that action to purchase an outdoor heavy duty vacuum cleaner at a cost of \$6036 be taken.

BACKGROUND/COMMENT

The Shires 2021/22 Budget provides for the replacement of its 2016 Tennant Street Sweeper (\$48000 – trade of \$8000 = net changeover of \$40,000). This summer has thus far resulted in a very heavy fall of leaves and bark around town and it is considered that a more effective way of managing the pickup of this debris would be to purchase a heavy-duty vacuum cleaner than to utilise the street sweeper. The vacuum cleaner is much more manoeuvrable and actually picks up debris which is more efficient than using the street sweeper which does not have a pickup capacity.

A heavy-duty vacuum cleaner comes at a cost of \$ \$6036. There appears to be little value in replacing the Tennant Street Sweeper. Periodically, the Shire engages a contractor to carry out major street sweeping, and that the Tennant Street Sweeper be retained to carry out sweeping work prior to laying concrete kerbing.

There would be budget savings in that whilst the new vacuum cleaner will cost \$6036, this is considerably less than the budgeted changeover of the Tennant Street Sweeper of \$40,000.

Notwithstanding the above, as the proposed purchase is outside of the existing budget provisions, the acquisition of the heavy-duty vacuum cleaner is reliant on an *Absolute Majority* decision.

CONSULTATION/COMMUNICATION

Chief Executive Officer

STATUTORY/LEGAL IMPLICATIONS

6.8. Expenditure from municipal fund not included in annual budget

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
 - (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
 - (b) is authorised in advance by resolution*; or
 - (c) is authorised in advance by the mayor or president in an emergency.

** Absolute majority required.*

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

There will be a positive influence on the Shires budget position through not proceeding with the changeover of the Tennant Street Sweeper (as budgeted).

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority (Absolute Majority required by Council if it accepts this recommendation).

7. GENERAL BUSINESS

7.1 DIGITAL SPEED SIGNS

COMMITTEE DECISION

Moved Cr G K B West

Seconded Cr B L Kilpatrick

That the Committee recommend to Council that speed monitors be placed in Tudhoe Street to ascertain the extent of vehicles exceeding the 40kph speed limit, after which the idea of installing digital speed signs be referred to Council for a decision.

Carried 3/0

Cr West has requested consideration towards the purchase and installation of digital speed signs on each of the entrance roads to Wagin.

The following enquiry was made to a supplier of Digital Speed Signs.

.....
.....
From: Bill Atkinson <ceo@wagin.wa.gov.au>
Sent: Friday, December 10, 2021 1:02 PM
To: Info <info@adengineering.com.au>
Subject: Digital Speed Signs

Good afternoon,

I have been asked to research some details on digital speed signs the same as the ones that have been installed in Mount Magnet.

Would you please provide some details as to cost, installation and maintenance.

Yours sincerely

BILL ATKINSON
Chief Executive Officer
Shire of Wagin

From: Josie McDonald <Josiem@adengineering.com.au>
Sent: Friday, 10 December 2021 2:05 PM
To: Bill Atkinson <ceo@wagin.wa.gov.au>
Subject: RE: Digital Speed Signs

Hi Bill

No problem, our AD322 are great!
We manufacture All Australian made products.

The AD322 unit is \$4,800 + GST, plus solar power \$920.
I have attached specifications and some information.

The unit can display the speed, a frown/ smile and or some words, it just needs to be attached to an 89OD/ 114OD pole or wall.

We supply the brackets required for mounting, and the manuals.

Maintenance is not much at all; I attached a maintenance plan.
Installation- simply brackets attach to your pole.

A good optional extra is Remote access which costs \$1,350 to set up, modem & sim card- includes the first 12 months of access, after which first it is \$480 + gst per year.

Remote access is using 4G access which allows you to change sign, view the data logs from any computer anywhere. It also includes our trouble shooting as we can access the sign remotely if needed.

Lead time is around 8 weeks.

Any questions don't hesitate to ask.

Kind Regards,

Josie McDonald



7.2 LOCAL ROADS & COMMUNITY INFRASTRUCTURE PROGRAMME (LRCIP)

COMMITTEE DECISION

Moved Cr G R Ball Seconded Cr B L Kilpatrick

That the Committee recommend to Council that following projects be submitted for funding consideration for the remainder of the LRCIP phase 3 allocation:

Bullock Hills Road – Clear vegetation from the table drain and upslope to accommodate future widening of the bitumen seal from 3.8 metres to 7.0 metres. (Section from Chester Road – 3.8 km east)

Estimated cost \$66,000

- Widen seal 1.45 kilometres (SLK 3.52-4.97)

Estimated Cost \$107,174

Lighting of "Bart: Giant Ram \$4550.

Reconstruction of intersection of Airfield Road and Vernon Street \$60,000

Upgrading of culverts and floodways \$40,000

Kerbing – Trench Street, Wagin \$13,000

Total \$290,724

Carried 3/0

7.3 APPLICATION TO OPERATE TANDEM DRIVE 36.5 METRE CONFIGURATIONS ON VARIOUS TOWN STREETS

COMMITTEE DECISION

Moved Cr G R Ball Seconded Cr G K B West

That the Committee recommend that Council advise that it has no objection to the following roads being approved for use by tandem drive concessional N7.3 (36.5m) configurations.

1. Vernon Street from Tudhoe Street to Airfield Road
2. Vernal Street from Ventnor Street to Bullock Hills Road
3. Ventnor Street from Vale & Vine Streets to Vernal Street
4. Vine Street from Cowcher Road to Ventnor & Vale Streets
5. Airfield Road from Vine Street to Bullock Hills Road
6. Bullock Hills Road from Tudhoe Street to Airfield Road
7. Lefroy Street from Tudhoe to Vernal Street.

Carried 3/0

Documentation attaches detailing a request for the Shire to allow Tandem Drive Concessional 36.5 metre configurations on various streets. There is concern that some intersections will not sustain the movement of these configurations without causing damage to the bitumen surface.



Application and Road Owner Support to Add or Amend a Road on a Restricted Access Vehicle Network

Main Roads Heavy Vehicle Services will consider adding a road to the Restricted Access Vehicle (RAV) Network provided support from the relevant road owner is obtained. This application must be completed by the applicant and forwarded to Main Roads who will liaise directly with the relevant road owner to ensure they have no objections to the access.

Applicant Details

Operator Name / Company	DM & CL Bairstow T/A: Flexitrans		
Contact Name	Darran Bairstow	Contact Phone Number	0898634447
Mobile Phone Number	0427950583	Contact Fax Number	
Email Address	admin@flexitrans.com.au		

RAV Networks to be assessed

Tandem Drive RAV Categories 2-10 Refer to the Prime Mover, Traller or Truck, Traller operating conditions for approved combinations on our website.

Tri Drive Categories 1-5 Refer to the Tri Drive Prime Mover, Traller or Tri Drive Truck, Traller operating conditions for approved combinations on our website.

Other Categories (i.e. Oversize Road Train) Refer to the operating conditions of the particular Permit Product for approved combinations on our website

Concessional Networks to be assessed

Vehicle combinations operating on Level 1 must only operate on the relevant RAV Network that is permitted for the equivalent vehicle combination under the Prime Mover, Traller or Truck, Traller Combinations.

For Concessional Levels 2 and 3 please select the relevant category below

Requested Axle Mass Level	Requested Axle Mass Level	
	Tandem Axle Group	Tri Axle Group
Level 1	17.0t	21.5t
Level 2	17.0t	22.5t
Level 3	17.5t	23.5t

Tandem Drive Concessional RAV Categories 2-10 Refer to the AMMS Page for approved combinations.

Tri Drive Concessional Categories 1-5 Refer to the AMMS Page for approved combinations.

Roads to be assessed

Please list all requested roads where RAV Access is required (including start and end points) and attach maps.

Shire of Wagin.

- Vernon Street. From: Tudhoe St. To: Airfield Rd.
- Vernal Street. From: Ventnor St. To: Bullock Hills Rd.
- Ventnor Street. From: Vale St & Vine St. To: Vernal St.
- Vine Street. From: Cowcher Rd. To: Ventnor St & Vale St.
- Airfield Road. From: Vine St. To: Bullock Hills Rd.
- Bullock Hills Road. From: Tudhoe St. To: Airfield Rd.
- Lefroy Street. From Tudhoe St. To: Vernal St.



Application and Road Owner Support to Add or Amend a Road on a Restricted Access Vehicle Network

Main Roads will liaise directly with the relevant road owner to complete this section.

Road Owner	<input type="text"/>		
Road Name	<input type="text"/>	Road Number	<input type="text"/>

Contact Details

Contact Name	<input type="text"/>	Position	<input type="text"/>
Contact Phone Number	<input type="text"/>	Contact Fax Number	<input type="text"/>
Mobile Phone Number	<input type="text"/>	Email Address	<input type="text"/>

Required Traffic Data

Please provide the AADT, Speed Limit and if the road is on a School Bus Route. If the application is for more than one road, please provide the AADT, speed limit and if the roads are on a School Bus Route for each road in comments box provided below.

Posted Speed Limit School Bus Route? Yes No

AADT

Annual Average Daily Traffic is determined by the total yearly two-way traffic volume divided by 365, expressed as vehicles per day (VPD). Please tick box below.

0 to 15 vpd
 16 to 30 vpd
 31 to 50 vpd
 51 to 75 vpd
 75 to 150 vpd
 150 to 500 vpd
 500 to 1000 vpd
 1000+ vpd

Comments:

Please detail any community concerns, required conditions and other relevant information.

If RAV access is endorsed, as the road owner please specify any access conditions that you would like Main Roads to consider (i.e. No operation on unsealed road when visibly wet, without road owner's approval, Headlights to be switched on at all times etc.)

If RAV access is not endorsed please provide reasoning behind your decision.

NOTE - If condition CA07 (Current written support from the Road Asset Owner, endorsing use of the road, must be obtained, carried in the vehicle and produced upon request.) is required, the road owner is responsible for the administration of condition CA07.

Road Owner Support

As the road owner you are required to conduct a preliminary assessment of the requested road/s to ensure there are no obvious issues that would deem RAV access unsuitable.

I <input type="text"/>	On behalf of <input type="text"/>
support the above decisions, subject to Main Roads final approval.	
Signature <input type="text"/>	Date <input type="text"/>

Email completed form to: hvsrouteassessments@mainroads.wa.gov.au

Heavy Vehicle Services Main Roads WA
 PO Box 374 | WELSHPOOL DC | WA 6986 | Telephone 138 HVO (486) | Fax (08) 9475 8455
www.mainroads.wa.gov.au

8. INSPECTIONS

Nil

9. CLOSURE

There being no further business the Chairperson thanked those in attendance and closed the meeting at 4:15pm

I certify that this copy of the Minutes is a true and correct record of the meeting held on 02 February 2022

Signed:


.....
Chairperson

Date:

15.6.22
.....

Note: An inspection was made of the drainage across the Ballaying West Road. No conclusion was drawn other than perhaps the removal of material on the downstream side of the crossing in question might marginally improve water flow.