



# *Minutes*

*Ordinary Meeting of  
Council*

*July  
2016*

**MINUTES**  
**ORDINARY MEETING OF COUNCIL**  
**Thursday 21<sup>st</sup> July 2016**  
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**1. OFFICIAL OPENING**

The Presiding Member declared the meeting open at 4pm

**2. RECORD OF ATTENDANCE**

**PRESENT**

Presiding Member President-Cr O Truran

Members Deputy President- Cr W Della Bosca  
Cr B Close  
Cr J Della Bosca  
Cr P Nolan

Council Officers B Jones, Chief Executive Officer  
J Bingham, Deputy Chief Executive Officer  
R Bosenberg, Executive Manager for  
Infrastructure

Apologies: Nil

Leave of Absence: Cr D Pasini  
Cr K Chrisp

**66/2016**

*Moved Cr W Della Bosca/Seconded Cr Close*

*That Cr K Chrisp and Cr D Pasini are granted leave of absence from the July ordinary Council meeting.*

**Voting requirements:** simple majority

*Carried (5/0)*

Observers:

**3. DISCLOSURE OF FINANCIAL/IMPARTIALITY INTEREST**

Nil

**4. PUBLIC QUESTION TIME**

Nil

**5. CONFIRMATION OF MINUTES**

5.1 Ordinary Meeting of Council Thursday 16<sup>th</sup> June 2016

**Voting Requirements:** Simple Majority

**67/2016**

*Moved Cr J Della Bosca/Seconded Cr W Della Bosca*

*That the minutes from the Ordinary Council Meeting held on the 16<sup>th</sup> June 2016 be confirmed as a true record of proceedings*

*Carried (5/0)*

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5.2 Ordinary Council Meeting Thursday 16<sup>th</sup> June 2016 Action Sheet  
**Voting Requirements:** Simple Majority

**68/2016**

*Moved Cr J Della Bosca/Seconded Cr W Della Bosca*

*That the Action Sheet for the Council Meeting held on Thursday 16<sup>th</sup> June 2016 be received*

*Carried (5/0)*

5.3 Special Council Meeting Friday 15<sup>th</sup> July 2016  
**Voting Requirements:** Simple Majority

**69/2016**

*Moved Cr W Della Bosca/Seconded Cr P Nolan*

*That the minutes from the Special Council Meeting held on the 15<sup>th</sup> July 2016 be confirmed as a true record of proceedings*

*Carried (5/0)*

**6. ANNOUNCEMENTS BY THE PRESIDING MEMBER AND COUNCILLORS**

Cr O Truran announced the following

1. Attended the DHAC meeting on the 22<sup>nd</sup> June
2. Attended the CRC event for women of the Yilgarn on the 28<sup>th</sup> June
3. On the 29<sup>th</sup> June took part in a WE-ROC teleconference
4. On the 30<sup>th</sup> June attended the GECZ teleconference regarding State Council Agendas
5. Attended a Webinar run by WALGA- Communications for Elected Members-on the 5<sup>th</sup> July
6. Attended the Ministerial meeting held in Merredin on the 8<sup>th</sup> July
7. On the 15<sup>th</sup> July attended the Special Budget Meeting
8. The Wheatbelt has secured \$19M investment in Aged Housing.

Cr J Della Bosca announce the following

1. Attended the CRC event for women of the Yilgarn on the 28<sup>th</sup> June

Cr B Close announced the following

- 1 Attended the RRG meeting in Merredin with Cr W Della Bosca and Executive Manager for Infrastructure on the 27<sup>th</sup> June.
- 2 Attended the Special Budget Meeting on the 15<sup>th</sup> July.

Cr W Della Bosca

- 1 Attended the RRG In Merredin with Cr B Close and Executive Manager Infrastructure on the 27<sup>th</sup> June.
- 2 Attended the Special Budget Meeting on the 15<sup>th</sup> July.
- 3 On the 8<sup>th</sup> July attended the GECZ meeting.

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<b>Submission to:</b>	Ordinary Council Meeting – Thursday, 21 <sup>st</sup> July 2016
<b>Agenda Reference:</b>	7.1
<b>Subject:</b>	<b>Interface Agreement with Brookfield Rail</b>
<b>File Reference:</b>	6.3.2.3
<b>Author:</b>	Brian Jones - Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	Thursday, 14 <sup>th</sup> July 2016

**Background:**

The Rail Safety National Law requires that rail infrastructure managers and road managers seek to enter into interface agreements for the purpose of managing risks to safety at road/rail interfaces.

An Interface Agreement to meet these new requirements was prepared by Brookfield Rail in conjunction with a working group, with a copy being issued to the Shire of Yilgarn in early 2013. Due to a number of queries and requests for clarification from several local governments, Brookfield Rail prepared an updated version of the Interface Agreement, with WALGA representing and acting as a common point of contact for all local governments affected by this new legislation.

An updated version of the Interface Agreement (version 2.0) was forwarded to the Shire of Yilgarn for consideration in January 2014.

In April 2016 correspondence was received from the Office of the National Rail Safety Regulator seeking information regarding why the Shire of Yilgarn was yet to enter into an Interface Agreement.

80 Local Governments are required to sign Interface Agreements with Brookfield Rail, with the Shire of Yilgarn being one of 39 local governments that are yet to sign an agreement.

On the 22 June 2016, WALGA met with representatives of Brookfield Rail and tabled concerns that local governments have with parts of the current version of the Interface Agreement. Brookfield Rail were open to amending the Agreement based on those discussions and provide a draft to WALGA, which will be provided to affected Local Governments for comment.

**Comment:**

A copy of version 2.0 of the Interface Agreement is attached for Council's information.

It is recommended that the Chief Executive Officer be authorised to sign version 3.0 of the Agreement, currently being negotiated with the assistance of WALGA.

**Statutory Environment**

The Rail Safety Act 2010 has been replaced by the Rail Safety National Law (WA) Act 2015.

*Section 107 of the Rail Safety National Law (WA) Act 2015*

*107. Interface coordination — rail infrastructure and public roads*

*(1) A rail infrastructure manager must —*

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*(a) identify and assess, so far as is reasonably practicable, risks to safety that may arise from railway operations carried out on or in relation to the manager's rail infrastructure because of, or partly because of —*

*(i) the existence of road infrastructure of a prescribed public road; or*

*(ii) the existence or use of any rail or road crossing that is part of the road infrastructure of a public road; and*

*(b) determine measures to manage, so far as is reasonably practicable, those risks; and*

*(c) for the purpose of managing those risks — seek to enter into an interface agreement with the road manager of that road.*

*Maximum penalty:*

*(a) in the case of an individual — \$50 000;*

*(b) in the case of a body corporate — \$500 000.*

*(2) The road manager of a public road must —*

*(a) identify and assess, so far as is reasonably practicable, risks to safety that may arise from the existence or use of any rail or road crossing that is part of the road infrastructure of the road because of, or partly because of —*

*(i) the existence of road infrastructure of a prescribed public road; or*

*(ii) the existence or use of any rail or road crossing that is part of the road infrastructure of a public road; and*

*(b) determine measures to manage, so far as is reasonably practicable, those risks; and*

*(c) for the purpose of managing those risks — seek to enter into an interface agreement with the rail infrastructure manager of the rail infrastructure.*

*(3) Nothing in this section authorises or requires a road manager to act inconsistently with, or without regard to, the functions, obligations or powers conferred on it by or under an Act or law.*

**Policy Implications**

Nil

**Financial Implications**

Nil

**Recommendation**

That the Chief Executive Officer be authorised to sign an Interface Agreement with Brookfield Rail, for the purpose of managing risks to safety at road/rail interfaces within the Shire of Yilgarn, as required by the Rail Safety National Law (WA) Act 2015.

**Voting Requirements** Simple Majority

**70/2016**

**Moved Cr W Della Bosca/Seconded Cr J Della Bosca**

***That the Chief Executive Officer be authorised to sign an Interface Agreement with Brookfield Rail, for the purpose of managing risks to safety at road/rail interfaces within the Shire of Yilgarn, as required by the Rail Safety National Law (WA) Act 2015.***

***Carried (5/0)***

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<b>Submission to:</b>	Ordinary Council Meeting – Thursday, 21 <sup>st</sup> July 2016
<b>Agenda Reference:</b>	7.2
<b>Subject:</b>	<b>Strategic Community Plan</b>
<b>File Reference:</b>	1.1.12.4
<b>Author:</b>	Brian Jones – Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	Thursday, 14 <sup>th</sup> July 2016

**Background:**

The current Shire of Yilgarn Strategic Community Plan is for the period 2013 to 2023. Council is required to review the plan at least once every four years (r19C(4)) and is to ensure that the electors and ratepayers are consulted when preparing modifications of a strategic community plan (r19C(9)).

Council agreed that due to the Shire of Yilgarn having a change in Shire President and Chief Executive Officer and in order to align the four yearly reviews of the Strategic Community Plan with the local government election cycle, that the Strategic Community Plan be reviewed during the first half of 2016 with a view to adopting a new Plan to commence from July 2016.

At the ordinary Council meeting held on Thursday 28 January 2016 Council passed the following resolution:

*That Council accept the quotation received from Localise to assist with the Strategic Community Plan review including community consultation, council workshop and preparation of a revised Strategic Community Plan.*

The following workshops were facilitated by Localise as part of the major review process:

- ✓ Council and executive staff workshop, conducted on Tuesday 16 February 2016,
- ✓ Public consultation workshops held on 5<sup>th</sup> and 6<sup>th</sup> April 2016,
- ✓ Final Council workshop held on Thursday 16 June 2016.

**Comment:**

At the workshop held with Council on Thursday 16 June 2016 a draft Strategic Community Plan was reviewed. A final version of the Strategic Community Plan for the ten year period 2016 to 2026 is now presented to Council for adoption, with or without amendments.

**Statutory Environment**

Local Government Act

5.56. *Planning for the future*

(1) *A local government is to plan for the future of the district.*

(2) *A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.*

Local Government (Administration) Regulations

19C. *Strategic community plans, requirements for (Act s. 5.56)*

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- (1) A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.
- (2) A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.
- (3) A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.
- (4) A local government is to review the current strategic community plan for its district at least once every 4 years.
- (5) In making or reviewing a strategic community plan, a local government is to have regard to —
- (a) the capacity of its current resources and the anticipated capacity of its future resources; and
- (b) strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and
- (c) demographic trends.
- (6) Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.
- (7) A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine\* whether or not to adopt the plan or the modifications.  
\*Absolute majority required.
- (8) If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.
- (9) A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan. (10) A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.

**Policy Implications**

Nil

**Financial Implications**

Nil

**Recommendation**

That Council adopts the Strategic Community Plan, as presented, for the ten year period 2016 to 2026.

**Voting Requirements** Absolute Majority

**71/2016**

**Moved Cr B Close/Seconded Cr J Della Bosca**

**That Council adopts the Strategic Community Plan, as presented, for the ten year period 2016 to 2026.**

**Carried (5/0)**



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<b>Submission to:</b>	Ordinary Council Meeting – Thursday, 21 <sup>st</sup> July 2016
<b>Agenda Reference:</b>	7.3
<b>Subject:</b>	<b>Southern Cross Student Councillors Project</b>
<b>File Reference:</b>	1.8.1.5
<b>Author:</b>	Brian Jones - Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	Thursday, 14 <sup>th</sup> July 2016

**Background:**

The Southern Cross Student Council attended the ordinary Council meeting held on 19 May 2016 to discuss possible Youth projects.

The Shire of Yilgarn previously worked with the Student Council in planning for the construction of a skate park in Southern Cross however due to the total costs being approximately \$700,000 the project was discontinued at the ordinary Council meeting held on 16 July 2015 when Council passed the following resolution:

*That Council advise the Department of Sport and Recreation that it is not in a position to proceed with the construction of a Skate Park and therefore must reject the offer of the one hundred thousand dollar grant for the project.*

The Manager Community Services met with the Student Councillors on 7 June 2016 to discuss possible projects. The preferred project was for a youth space comprising trampolines, a jumping pillow and other associated facilities. Due to the safety issues regarding trampolines and following an informal discussion with Council during the 2016/17 Budget workshop, the option of a jumping pillow appears to be the preferred option.

During the discussions at the Budget workshop held on Thursday 16 June Council was supportive of transferring the amount of \$25,000 from the Youth Project account into an appropriate reserve fund to assist in funding this project in 2016/17. This amount was transferred and now needs to be confirmed by Council resolution.

In agreeing to this decision it was noted that in 2013/14 Council allocated \$20,000 for Youth Projects in the Budget with actual expenditure being nil. Council subsequently allocated \$52,000 for Youth Projects in the 2014/15 Budget with actual expenditure being nil and allocated \$27,000 for Youth Projects in the 2015/16 Budget with actual expenditure being nil.

**Comment:**

The CEO and Manager Community Services are keen to work with the Student Council to progress to fruition a project for the Youth of Southern Cross and seek Council support.

**Statutory Environment**

Nil

**Policy Implications**

Nil

**Financial Implications**

Nil

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**Recommendation**

That Council:

- Agree to and confirm the transfer of \$25,000 from account E10624 Youth Projects into the Youth Development Reserve, in June 2016, and
- Support the concept of working with the Student Council to develop a Youth Space, comprising a jumping pillow and other facilities, with plans being presented to Council, when developed, by the Student Council.

**Voting Requirements** Absolute Majority

*72/2016*

*Moved Cr W Della Bosca/Seconded Cr P Nolan*

*That Council:*

- *Agree to and confirm the transfer of \$25,000 from account E10624 Youth Projects into the Youth Development Reserve, in June 2016, and*
- *Support the concept of working with the Student Council to develop a Youth Space, comprising a jumping pillow and other facilities, with plans being presented to Council, when developed, by the Student Council.*

*Carried (5/0)*

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<b>Submission to:</b>	Ordinary Council Meeting – Thursday, 21 <sup>st</sup> July 2016
<b>Agenda Reference:</b>	7.4
<b>Subject:</b>	<b>Southern Cross Car &amp; Bike Show 2016</b>
<b>File Reference:</b>	
<b>Author:</b>	Brian Jones - Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	Thursday, 14 <sup>th</sup> July 2016

**Background:**

Correspondence has been received (copy attached) from the Yilgarn Motoring Enthusiasts Inc advising that the fourth Southern Cross Car & Bike Show and Swap Meet will be held on Sunday 25 September 2016 and requesting the Shire's support.

The Yilgarn Motoring Enthusiasts Inc has also provided a report on the 2015 event and budget for the 2016 event which are both attached for Councillors information.

**Comment:**

The Shires in-kind contribution includes waiving the hire fees for the recreation centre facilities, marking the oval, allowing camping on the oval and netball courts and supplying extra rubbish bins. The total cost of the in-kind support is approximately \$3,000; therefore Council's total support for the event is approximately \$6,000.

**Statutory Environment**

Nil

**Policy Implications**

Nil

**Financial Implications**

The requested \$3,000 cash donation is included within the 2016/17 draft budget.

**Recommendation**

That Council agree to the request received from the Yilgarn Motoring Enthusiasts Inc to provide a financial donation of \$3,000 and in-kind support (waiving the hire fees for the recreation centre facilities, marking the oval, allowing camping on the oval and netball courts and supplying extra rubbish bins) to the 2016 Southern Cross Car & Bike Show

**Voting Requirements** Simple Majority

**73/2016**

**Moved Cr J Della Bosca/Seconded Cr B Close**

***That Council agree to the request received from the Yilgarn Motoring Enthusiasts Inc to provide a financial donation of \$3,000 and in-kind support (waiving the hire fees for the recreation centre facilities, marking the oval, allowing camping on the oval and netball courts and supplying extra rubbish bins) to the 2016 Southern Cross Car & Bike Show***

***Carried (5/0)***

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<b>Submission to:</b>	Ordinary Council Meeting – Thursday, 21 <sup>st</sup> July 2016
<b>Agenda Reference:</b>	7.5
<b>Subject:</b>	<b>Community Funding Program</b>
<b>File Reference:</b>	
<b>Author:</b>	Brian Jones - Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	Thursday 14 <sup>th</sup> July 2016

**Background:**

The Yilgarn Shire Council has administered an annual Community Funding Program for a period of time and allocates \$12,000 in each year's Budget. The Community Funding Program is operated in accordance with the Selection Criteria previously approved. The purpose of this report is to recommend that the Selection Criteria be formalised and adopted as a Council Policy.

**Comment:**

A copy of the recommended Community Funding Program Policy is attached. It contains the same information as the current Community Funding Program Selection Criteria and Application Form.

The selection process has been changed slightly from having an assessment panel consisting of the CEO, Executive Managers and nominated Councillors to having all compliant applications being presented to the ordinary Council meeting.

As all compliant applications are generally approved by Council this change removes the requirement for Council to appoint Councillors to an assessment panel each year, with decisions being made by full Council.

In addition to the above it is recommended that the attached recommended Policy have a general condition included that the Shire's grant will not fund more than two-thirds of the total project costs. Requiring applicants to fund one third of the project costs has the following benefits:

- As applicants will need to provide one-third of the costs they will only submit for projects that they are prepared to support financially. Without the requirement for any contribution, applicants can request funding for projects that they would otherwise not deem important enough to contribute own source funding.
- The value of the total community projects is increased by one-third. For every \$1,000 of Shire money a total of \$1,500 is expended on a community project.

**Statutory Environment**

Nil

**Policy Implications**

Nil

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**Financial Implications**

Nil

**Recommendation**

That Council:

Option One

Adopts the Community Funding Program Policy, as presented.

or

Option Two

Adopts the Community Funding Program Policy, as presented, with the following amendment:

A general condition be included that reads “Funding provided by the Community Funding Program will only fund a maximum of two-thirds of the total project costs”

**Voting Requirements** Simple Majority

**74/2016**

***Moved Cr b Close/Seconded Cr W Della Bosca***

***That Council:***

**Option One**

***Adopts the Community Funding Program Policy, as presented.***

***Carried (5/0)***

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<b>Submission to:</b>	Ordinary Meeting of Council – Thursday 21 <sup>st</sup> July 2016
<b>Agenda Reference:</b>	8.1
<b>Subject:</b>	<b>Financial Reports</b>
<b>File Reference:</b>	8.2.3.2
<b>Author:</b>	John Bingham – Deputy Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report</b>	Friday 15th July 2016

**Background:**

Enclosed for Council's information are various financial reports that illustrate the progressive position of Council financially on a month-by-month basis.

The following reports are attached and have been prepared as at the 30 June, 2016:

- Rates Receipt Statement
- Statement of Investments
- Monthly Statement of Financial Activity
- Own Source Revenue Ratio

Councillors will be aware that it is normal practice for all financial reports to be indicative of Council's current Financial Position as at the end of each month.

During the 2012/2013 audit it was noted by the Shire's Auditors that the own source revenue was below acceptable. Council asked for the ratio to be monitored and is therefore included as part of this report.

**Statutory Environment**

Local Government (Financial Management) Regulations 1996 Regulation 34(i)(a) and Regulation 17.

**Policy Implications**

Nil

**Financial Implications**

Nil

**Recommendation**

That Council endorse the various Financial Reports as presented for the period ending 30<sup>th</sup> June, 2016.

**Voting Requirements** Simple Majority

*75/2016*

*Moved Cr P Nolan/Seconded Cr W Della Bosca*

*That Council endorse the various Financial Reports as presented for the period ending 30<sup>th</sup> June, 2016.*

*Carried (5/0)*

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<b>Submission to:</b>	Ordinary Meeting of Council – Thursday 21 <sup>st</sup> July 2016
<b>Agenda Reference:</b>	8.2
<b>Subject:</b>	<b>Accounts for Payment</b>
<b>File Reference:</b>	8.2.1.2
<b>Author:</b>	John Bingham – Deputy Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report</b>	Friday 15 <sup>th</sup> July 2016

**Background:**

Municipal Fund – Cheque Numbers 40159 to 40193 totalling \$86,012.93, Municipal Fund-EFT Numbers 5029 to 5198 totalling \$1,174,923.05, Municipal Fund – Cheque Numbers 1276 to 1281 totalling \$171,347.84, Municipal Fund Direct Debit Numbers 10783.1 to 10822.12 totalling \$42,985.70, Trust Fund 402188 to 402190 totalling \$14,133.00 and Trust Fund – Cheque Numbers 6011 to 6014 (DPI Licensing), totalling \$52,309.85 are presented for endorsement as per the submitted list.

**Statutory Environment**

Sections 5.42 and 5.44 of the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996, Regulation No 12 and 13

**Policy Implications**

Council has provided delegation to the Chief Executive Officer to make payments from the Shire of Yilgarn Municipal, Trust or other Fund.

**Financial Implications**

Drawdown of Bank funds

**Recommendation**

Municipal Fund – Cheque Numbers 40159 to 40193 totalling \$86,012.93 , Municipal Fund-EFT Numbers 5029 to 5198 totalling \$1,174,923.05, Municipal Fund – Cheque Numbers 1276 to 1281 totalling \$171,347.84, Municipal Fund Direct Debit Numbers 10783.1 to 10822.12 totalling \$42,985.70, Trust Fund 402188 to 402190 totalling \$14,133.00 and Trust Fund – Cheque Numbers 6011 to 6014 (DPI Licensing), totalling \$52,309.85 are presented for endorsement as per the submitted list.

**Voting Requirements** Simple Majority

**76/2016**

***Moved Cr B Close/Seconded Cr P Nolan***

***Municipal Fund – Cheque Numbers 40159 to 40193 totalling \$86,012.93 , Municipal Fund-EFT Numbers 5029 to 5198 totalling \$1,174,923.05, Municipal Fund – Cheque Numbers 1276 to 1281 totalling \$171,347.84, Municipal Fund Direct Debit Numbers 10783.1 to 10822.12 totalling \$42,985.70, Trust Fund 402188 to 402190 totalling \$14,133.00 and Trust Fund – Cheque Numbers 6011 to 6014 (DPI Licensing), totalling \$52,309.85 are presented for endorsement as per the submitted list.***

***Carried (5/0)***

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<b>Submission to:</b>	Ordinary Meeting of Council – Thursday 21 <sup>st</sup> July 2016
<b>Agenda Reference:</b>	9.1
<b>Subject:</b>	Regional Road Group Five-Year Road Construction Program – 2017/2018 – 2021/2022
<b>Name of Applicant:</b>	N.A.
<b>File reference:</b>	
<b>Author:</b>	Robert Bosenberg – Executive Manager for Infrastructure
<b>Disclosure of Interest:</b>	N.A.
<b>Date of Report:</b>	11 <sup>th</sup> July 2016

### **Background**

Annually Council is required to review its Regional Road Group Construction Program and submit the program to the Regional Road Group if Council is to be successful in receiving road-funding grants.

Main Roads Western Australia in conjunction with Regional Road Group has requested that a five year program is submitted from each council.

Roads included in the Five Year Road Works Program, are roads identified by council and Roads 2030 Regional Road Group Development Strategy as Strategic Routes within the Shire of Yilgarn. These roads are categorised as Regional Distributor Roads *priority "A and B"*, Local Distributor Roads *priority "B"* and Local Access Roads *priority "C"*.

All roads nominated as Strategic Routes by Councils within the Regional Road Groups are subjected to a Multi Criteria Assessment with points scored on different characteristics of road treatment types i.e. preservation or new construction, intending road type, drainage, safety, school bus routes, heavy haulage routes, alignments and traffic data. The higher the score the better the chances are of achieving maximum funding.

Traffic data is an important component of the Multi Criteria Assessment scoring system as it justifies the type of road to be constructed. Traffic data picked up by Traffic Classifiers must include Vehicle Class, Average Daily Traffic and Estimated Standard Axle.

Average Daily Traffic (ADT) is the average daily traffic in both directions determined by dividing total traffic count by duration i.e.  $ADT = 540$  (total vehicles) divided by 30 (total days) = 18 vehicles/day.

Estimated Standard Axle category is an important element of the Multi Criteria Assessment. The breakdown of AUSTRROADS Vehicle Classes data collected during traffic counts not only identifies heavy haulage routes but also calculates the axle loading on road pavement which assists with road type and pavement designs.

As shown in the table below, Regional Road Groups have adopted road standards that are appropriate for roads of regional significance, based on traffic volumes and estimated axel loadings.



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Road Type	2	3	4	5	6	7
Description	Formed	Gravel	<7 metre Seal	>7 metre Seal	8 - 9 metre Seal	Sealed With passing lanes
ADT range	0 - 30	31 - 50	51 - 100	101 - 500	501 - 1000	> 1000
ESA range	0 - 5	6 - 20	21 - 40	41 - 60	> 60	> 60

If the Average Daily Traffic (ADT) and average daily Estimated Standard Axle (ESA) values apply to different road types, then the higher standard of road is adopted i.e. if a road has an ADT count of 33 and an ESA count of 22 then a road type 4 would be appropriate.

To achieve maximum value from traffic counts, traffic counts are carried out from October through to February (Peak Season) during the grain harvesting season when the movement of heavy vehicles is at a high.

**Comments**

Councillors should be aware that the funding figures which are shown in the Five Year Construction Program (Appendix 1) are subject to change. If funding figures are reduced or increased then the percent amount that the funding figures are reduced or increased will reflect on each construction/bitumen sealing programs both through the cost estimated figure and distance. This is a working document and is reviewed annually.

In the Five Year Construction Program funding allocation received, there is a requirement by council's to allocate a percentage of funding to preservation works (bitumen reseals, reconstruction to same standard, unsealed shoulder refurbishment) and a percentage of funding to construction works (upgrading existing gravel roads to a sealed standard).

In the attached Five Year Program presented, averaged over the five year period 42% has been allocated to preservation works and the remaining 58% has been allocated to construction works.

Following is an overview of roads identified under the Roads 2030 Regional Road Group Development Strategy as strategic routes which have been included in the updated Regional Road Group Five Year Construction Program.

**Bodallin North Road** (*Regional Distributor Priority B*)

Works on the Bodallin North Road include the continuation of second coat bitumen seal (*preservation works*) from SLK 27km to 43km, a total of 16 kilometres over two years (2017/18 to 2018/19).

Traffic counts on the Bodallin North Road taken in October 2015 through to December 2015 has shown an Average Daily Traffic Count of 65 and an Estimated Daily Axle Loading of 117

**Koolyanobbing Road** (*Regional Distributor Priority A*)

Works on the Koolyanobbing Road include the continuation of upgrade to seven metre prime seal and bitumen resealing works as per attached program (2017/18 – 2021/22)

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Traffic counts on the Koolyanobbing Road taken in October 2015 through to December 2015 has shown an Average Daily Traffic Count of 151 and an Estimated Daily Axle Loading of 159

**M40 Road** (*Regional Distributor Priority A*)

Works on the M40 Road include second coat bitumen seal (*preservation works*) from SLK 0.0km to 21km starting 2018/19 and completed in 2021/22

Traffic counts on the M40 taken in October 2015 through to December 2015 has shown an Average Daily Traffic Count of 42 and an Estimated Daily Axle Loading of 17

**Moorine South** (*Regional Distributor Priority A*)

Works on the Moorine South Road include second coat bitumen seal (*preservation works*) from SLK 0.0km to 14km starting 2019/20.

Traffic counts on Moorine South Road taken in October 2015 through to December 2015 has shown an Average Daily Traffic Count of 65 and an Estimated Daily Axle Loading of 66

**Strategic Implications**

2030 Regional Road Group Five Year Road Construction Program and Forward Capital Works Plan

**Recommendation**

That Council adopts the extended 5 Year Road Works Program as per Appendix one attached

**Voting Requirements** Simple Majority

**77/2016**

***Moved Cr J Della Bosca/Seconded Cr B Close***

***That Council adopts the extended 5 Year Road Works Program as per Appendix one attached***

***Carried (5/0)***

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<b>Submission to:</b>	Ordinary Meeting of Council – Thursday, 21 <sup>st</sup> July 2016
<b>Agenda Reference:</b>	Works 9.2
<b>Subject:</b>	WALGA Preferred Supply Contract: 1/2016-2017 Hot Sprayed Bitumen
<b>Location/Address:</b>	N.A.
<b>Name of Applicant:</b>	N.A.
<b>File reference:</b>	6.6.8.5
<b>Author:</b>	Robert Bosenberg – Executive Manager for Infrastructure
<b>Disclosure of Interest:</b>	N.A.
<b>Date of Report:</b>	13 <sup>th</sup> July 2016

**Background**

Quotations were invited through WALGA Preferred Supply Contract for the supply and spraying of hot bitumen for the 2016/2017 Financial Year Road Construction Program. Bitumen required for the 2016/2017 Road Construction Program is for the, Cramphorne Road, Bodallin North Road, Parker Range Road, Koolyanobbing Road, Southern Cross South Road and Southern Cross town streets.

It is estimated 491,475 litres of bitumen is required for 2016/2017 of which 391,475 litres will be sprayed in lots of above 25,000 litres and the remaining 100,000 litres will be sprayed in lots off between 10,000 to 25,000 litres.

Included in the quotation request is a requirement to submit a cost per tonne to carry out pre-coating of 4000 tonnes of aggregate.

The following companies were invited to submit quotations to supply and spray bitumen and pre-coating; Bitumen Surfacing, Fulton Hogan and Bitutek

**Comments**

Only one of the three companies contacted responded to the quotation request to supply and spray bitumen required for 2016-2017 Financial Year, this being Bitutek

**1. Bitutek (GST exclusive)**

<u>Hot Sprayed Bitumen</u>	<u>95/5-Primer Seal</u>	<u>98/2-Seal</u>
up to 10,000	\$ 1.05 per litre	\$ 1.05 per litre
10,000 25,000	\$ 0.87 per litre	\$ 0.85 per litre
over 25,000	\$ 0.82 per litre	\$ 0.80 per litre

*Adhesive Agent - \$ 0.0055 per litre*

*Pre-coating Aggregate \$ 2.00 per tonne*

**Expected total cost to Council's Construction Program**

100,000 litres in job lots of 10,000 to 25,000 litres of 95/5:	\$ 87,000.00
391,475 litres in job lots above 25,000 litres of 98/2:	\$ 313,180.00
481,475 litres x \$0.0055 per litre adhesive agent	\$ 2,648.10
4000 tonnes aggregate x \$2.00 per tonne	\$ 8,000.00
<b>Total</b>	<b>\$ 410,820.10</b>

Rates for pre-coating are based on the following:

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Shire of Yilgarn to supply at no cost to Bitutek:

- 1) Loader
- 2) Wetting agent (diesel) for the pre-coating

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As mentioned invitations were sent out to three companies to supply hot sprayed bitumen, unfortunately only one responded with the other two companies invited declining. It appears that the big increase in Federal R2R funding to all councils state wide may have contributed to this with a lot of these councils undertaking increased bitumen seal works, this putting pressure on bitumen spray companies to supply bitumen spray trucks to carry out these works

The price submitted by Bitutek for cost of bitumen for 2016/2017 Financial Year has reduced by approximately twenty percent compared to 2015/2016 Financial Year. The reduction in the price of oil is a contributing factor to this.

Bitutek was the company that supplied and sprayed bitumen for Council in the 2015/2016 Financial Year. The service and quality of goods supplied was to a very good standard.

When setting the 2016/2017 Financial Year Construction Budget an estimated monetary allocation of \$519,993 has been allowed for in councils construction program for the supply and spray of hot bitumen and pre-coating of aggregate.

**Policy Implications:** In line with Council's Policy, "*Finance 3.5 Purchasing Quotes and Tenders*"

**Financial Implications:** Monetary costs associated for the supply, and spraying of hot bitumen has been allowed for in councils 2016/2017 Construction Program Budget

**Strategic Implications:** 2016/2017 Construction Program

**Recommendation**

That Council accepts the Quotation submitted by Bitutek for the supply and spraying of hot bitumen and pre-coating of aggregate for the 2016/2017 Financial Year.

**Voting Requirements** Simple Majority

**78/2016**

***Moved Cr W Della Bosca/Seconded Cr J Della Bosca***

***That Council accepts the Quotation submitted by Bitutek for the supply and spraying of hot bitumen and pre-coating of aggregate for the 2016/2017 Financial Year.***

***Carried (5/0)***

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- 11            **INFORMATION BOOK ITEMS**
- 12            **NOTICE FOR MOTIONS FOR WHICH PRIOR NOTICE HAS BEEN  
GIVEN**
- 13            **URGENT BUSINESS APPROVED BY THE PRESIDING MEMBER OR  
BY DECISION**
- 14            **COFIDENTIAL ITEMS**
- 15            **CLOSURE OF MEETING**

As there was no further business to discuss, the Shire President declared the meeting closed at **4.30pm**

I, Onida T Truran confirm the above Minutes of the Meeting held on Thursday, 21<sup>st</sup> July 2016, were confirmed on Thursday, 18<sup>th</sup> August 2016 as a true and correct record of the July Ordinary Meeting of Council.

Cr Onida Truran  
SHIRE PRESIDENT