



MINUTES

Special Council Meeting

6 February 2024

CONFIRMATION OF MINUTES

These Minutes have been CONFIRMED as the official record for the Shire of Gingin's Special Council Meeting held on 6 February 2024.

Councillor C W Fewster
PRESIDENT

DISCLAIMER

Members of the public are advised that Council agendas, recommendations, minutes and resolutions are subject to confirmation by Council and therefore, prior to relying on them, one should refer to the subsequent meeting of Council with respect to their accuracy.

No responsibility whatsoever is implied or accepted by the Shire of Gingin for any act, omission or statement or intimation occurring during Council meetings or during formal/informal conversations with staff.

The Shire of Gingin disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

Applicants and other interested parties should refrain from taking any action until such time as written advice is received confirming Council's decision with respect to any particular issue.

ACKNOWLEDGEMENT OF COUNTRY



The Shire of Gingin would like to acknowledge the Yued people who are the traditional custodians of this land. The Shire would like to pay respect to the Elders past, present and emerging of the Yued Nation and extend this respect to all Aboriginal people. The Shire also recognises the living culture of the Yued people and the unique contribution they have made to the Gingin region.

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ORDER OF BUSINESS

1 DECLARATION OF OPENING

The President declared the meeting open at 1:02 pm and welcomed all in attendance.

2 RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

2.1 ATTENDANCE

Councillors – C W Fewster (President), L Balcombe (Deputy President), F Johnson, R Kestel, F J Peczka, E Sorensen, L Stewart, J Weeks and N Woods

Staff – A Cook (Chief Executive Officer), L Crichton (Executive Manager Corporate and Community Services), R Kelly (Executive Manager Regulatory and Development Services), V Crispe (Executive Manager Operations and Assets), L Burt (Coordinator Governance), and K Johnston (Governance Support Officer/Minute Officer)

Gallery – There were no members of the public present in the Gallery.

2.2 APOLOGIES

Nil

2.3 LEAVE OF ABSENCE

Nil

3 DISCLOSURES OF INTEREST

Nil

4 PUBLIC QUESTION TIME

4.1 RESPONSES TO PUBLIC QUESTIONS PREVIOUSLY TAKEN ON NOTICE

Nil

4.2 PUBLIC QUESTIONS

Nil

5 PETITIONS

Nil

6 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7 ANNOUNCEMENTS BY THE PRESIDING MEMBER

Nil

8 UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS

Nil

9 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

10 REPORTS - OFFICE OF THE CEO

Nil

11 REPORTS - CORPORATE AND COMMUNITY SERVICES

Nil

12 REPORTS - REGULATORY AND DEVELOPMENT SERVICES

Nil

13 REPORTS - OPERATIONS AND ASSETS

13.1 UNBUDGETED EXPENDITURE - PURCHASE OF KUBOTA TRACK LOADER

File	PLT/18
Author	Vanessa Crispe - Executive Manager Operations and Assets
Reporting Officer	Vanessa Crispe - Executive Manager Operations and Assets
Refer	Nil
Appendices	Nil

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider amending Council's 2023/24 budget to increase the provision for the purchase of a Kubota Track Loader from \$113,805 to \$136,500.

BACKGROUND

In November 2023, Administration placed an order with Boya Equipment for the purchase of a Kubota Track Loader. Originally the budget for this item was \$113,805 and the wait period for supply was 18 months.

COMMENT

Boya Equipment has now advised that a second round of loaders has arrived and one of these has been secured for the Shire of Gingin. However, the cost has risen to \$136,500 due to inflation and the fact that the loader being supplied is a newer model than the unit originally quoted on.

STATUTORY/LOCAL LAW IMPLICATIONS

Local Government Act 1995

Part 6 – Financial management

Division 4 – General financial provisions

Section 6.8 – Expenditure from municipal fund not included in annual budget

POLICY IMPLICATIONS

Council Policy 3.10 Purchasing

BUDGET IMPLICATIONS

It is envisaged that the shortfall of \$22,695 will be funded from savings in the budget for the Spray Truck purchase. There is currently \$211,363 remaining in this account.

If this proposal is supported by Council, then a budget amendment will be required in accordance with the following table:

Act Number	Description	Current Budget	Revised Budget	(Surplus)/ Deficit
4120330	Purchase new Kubota Track Loader	\$113,805	\$136,500	\$22,695
4120330	Spray Tuck GG056	\$250,000	\$227,305	(\$22,695)
			NET SURPLUS	\$0

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2022-2032

Aspiration	4. Excellence & Accountability - Deliver Quality Leadership and Business Expertise
Strategic Objective	4.1 Management of Assets - Maintain civic buildings, sporting facilities, public places, plant and road and cycleway/pathways based on asset management plans and identified priorities

VOTING REQUIREMENTS - ABSOLUTE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Johnson **SECONDED:** Councillor Sorensen

That Council agree to amend the 2023/24 budget in accordance with the following table:

Act Number	Description	Current Budget	Revised Budget	(Surplus)/ Deficit
4120330	Purchase new Kubota Track Loader	\$113,805	\$136,500	\$22,695
4120330	Spray Truck GG056	\$250,000	\$227,305	(\$22,695)
			NET SURPLUS	\$0

**CARRIED BY ABSOLUTE MAJORITY
9 / 0**

FOR: *Councillor Balcombe, Councillor Fewster, Councillor Kestel, Councillor Sorensen, Councillor Stewart, Councillor Weeks, Councillor Woods, Councillor Johnson and Councillor Peczka*

AGAINST: *Nil*

13.2 UNBUDGETED EXPENDITURE - CRITICAL BRIDGE MAINTENANCE WORKS

File	RDS/3
Author	Vanessa Crispe - Executive Manager Operations and Assets
Reporting Officer	Vanessa Crispe - Executive Manager Operations and Assets
Refer	Nil
Appendices	Nil

DISCLOSURES OF INTEREST

Nil

PURPOSE

To consider amending Council's 2023/24 to make provision for:

1. Critical bridge maintenance works on BR4806 Cowalla Bridge as required by Main Roads Western Australia; and
2. Unbudgeted expenditure for Level 1 inspection maintenance works required on BR4035 Nolans Bridge, BR661 Weld Street Bridge, BR803 Cockram Road Bridge (Lennards Brook), BR4036 Junction Bridge and BR4806 Cowalla Bridge.

BACKGROUND

Local Governments across the State are owners of bridges on their local road networks (with some exceptions). Each year Main Roads WA (MRWA) undertakes assessments of bridges across the State and develops a 10 Year Program for bridge maintenance and upgrades (if required).

Local governments are required to undertake Level 1 inspections (a routine visual inspection) on an annual basis. The visual inspection must check on the overall safety and performance of the structure and identify any major accident damage or incident and any obvious failure or deterioration of structural components.

In order to be eligible for Special Project funding from the State Road Funds to Local Government Agreement (SRFLGA), Local Governments must be able to show that Level 1 inspections have been performed and that adequate routine and preventative maintenance has been undertaken to prevent undue deterioration.

WALGA and MRWA agreed to implement this framework in 2019 to monitor and support all local governments in fulfilling their obligations with respect to annual Level 1 bridge inspections.

Level 2 inspection involves a closer visual inspection, commonly within 1 metre of the various bridge components, which is performed by MRWA. Detailed quantitative data is captured for further analysis and deterioration modelling.

Level 3 inspections are requested for a specific reason and are managed by MRWA in consultation with the local government. These inspections can be requested due to concerns about a bridge's safety, condition, load capacity or for structures subject to complex associated repair, strengthening or widening works. They may be requested after Level 2 inspections.

COMMENT

Level 3 Critical Bridge Works BR4806 Cowalla Bridge.

To ensure the integrity and safety of Cowalla Bridge after the flooding in 2022 a Level 3 request was issued to MRWA for a full capacity assessment that has resulted in critical repairs being required.

Main Roads has indicated that currently the bridge should be restricted to the VSR (Vehicle Standards Regulations) which refers to vehicles that can legally use roads without the need for a permit (e.g. extra mass permit). The capacity assessment calculations show that the bridge should be restricted to VSR unless repairs are carried out. These repairs, which are critical, will increase the capacity of the bridge to the following:

Vehicle Axle Group	Bridge Capacity (Tonnes)
M-Truck	10.0
Tandem	18.0
Tri-axle	27.0
Quad	36.0
484 Quad	36.0

The inspection report indicates that Pier 3 Pile 1, Pier 5 Pile 1, Pier 6 Pile 1, Pier 7 Pile 1, Pier 8 Pile 1 and Pier 9 Pile 1 are heavily rotted, and the lack of capacity governs the load capacity of the structure. It is recommended that these piles should receive a modified 4B epoxy and pile banding treatment, with bands to be installed at 400mm over the defect zone.

Shire staff have engaged a contractor at short notice to undertake these critical works to ensure that the bridge is at full capacity to facilitate the current traffic requirements including lime sand carting.

The contractor has advised that they have managed to reschedule their works program in order to undertake these works as soon as they receive the materials and as they are on site, they will undertake the Level 1 maintenance works at the same time.

The following price schedule is outlined below for each bridge:

Bridge Name and Description of Works	Total EX GST
BR4806 Cowalla Bridge Level 3 Critical Works	\$32,901.20
BR661 Weld Street Level 1 Bridge Maintenance	\$5,988.35
BR836 Cockram Road Level 1 Bridge Maintenance	\$3779.86
BR4035 Nolans Bridge Level 1 Bridge Maintenance	\$5019.44
BR4036 Junction Bridge Level 1 Bridge Maintenance	\$7,392.20
BR4806 Cowalla Bridge Level 1 Bridge Maintenance	\$5,268.40
Total	\$60,349.45

STATUTORY/LOCAL LAW IMPLICATIONS

Local Government Act 1995

Part 6 Financial management

Division 4 General financial provisions

Section 6.8 Expenditure from municipal fund not included in annual budget

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

If the unbudgeted funding for both the Level 1 maintenance and Level 3 critical repairs is supported by Council, then a budget amendment will be required in accordance with the following table:

GL/Project	Description	Current Budget	Revised Budget	(Surplus)/Deficit
121202150	Bridge Maintenance - BUA	\$34,920	\$78,270	\$43,350
151201810	Transfer from Reserves - Res 28 Cowalla Rd Intersection & Res 31 Road Reserve	(\$348,919)	(\$392,269)	(\$43,350)
		Closing Surplus		\$0

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2022-2032

Aspiration	4. Excellence & Accountability - Deliver Quality Leadership and Business Expertise
Strategic Objective	4.1 Management of Assets - Maintain civic buildings, sporting facilities, public places, plant and road and cycleway/pathways based on asset management plans and identified priorities

The Executive Assistant to the CEO entered the meeting at 1.16 pm and left at 1.17 pm.

VOTING REQUIREMENTS - ABSOLUTE MAJORITY

COUNCIL RESOLUTION/OFFICER RECOMMENDATION

MOVED: Councillor Johnson **SECONDED:** Councillor Woods

That Council:

1. Endorse unbudgeted expenditure totaling \$60,349.45 to enable critical bridge works and maintenance as detailed in the Officer's Report to be undertaken; and
2. Amend the adopted 2023/24 budget in accordance with the following table:

GL/Project	Description	Current Budget	Revised Budget	(Surplus)/Deficit
121202150	Bridge Maintenance - BUA	\$34,920	\$78,270	\$43,350
151201810	Transfer from Reserves - Res 28 Cowalla Rd Intersection & Res 31 Road Reserve	(\$348,919)	(\$392,269)	(\$43,350)
			Closing Surplus	\$0

**CARRIED BY ABSOLUTE MAJORITY
9 / 0**

FOR: *Councillor Balcombe, Councillor Fewster, Councillor Kestel, Councillor Sorensen, Councillor Stewart, Councillor Weeks, Councillor Woods, Councillor Johnson and Councillor Peczka*

AGAINST: *Nil*

14 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

15 COUNCILLORS' OFFICIAL REPORTS

15.1 AUSTRALIA DAY COMMUNITY BREAKFAST

File:	GOV/21
Councillor:	F Johnson
Report Date:	6 February 2024

I cooked a sausage sizzle for 150 people on Australia Day at the Seabird Hall.

15.2 GINGIN BROOK CATCHMENT GROUP AND JAPANESE CIVIC RECEPTION

File:	GOV/21
Councillor:	E Sorensen
Report Date:	6 February 2024

I attended the Gingin Brook Catchment Group meeting on 5 February 2024 and I also attended the Japanese Stable Fly delegation on 22 January 2024.

15.3 AUSTRALIA DAY CITIZEN OF THE YEAR AWARDS, JAPANESE CIVIC RECEPTION AND ABC INTERVIEW

File:	GOV/21
Councillor:	W Fewster
Report Date:	6 February 2024

I attended the Japanese Stable Fly delegation on 22 January 2024, thank you to Bob and staff for organising the day. It was interesting to hear about what they are dealing with compared to what we are dealing with. They were certainly very pleased with our hospitality.

I also attended the Australia Day ceremony at Neergabby with Councillors Balcombe, Peczka, Sorensen, Weeks and Woods. A special thank you to staff for organising, getting the grounds ready and giving up their time on the day.

I did an interview on the ABC Radio on the weekend of 27 January 2024 in relation to the Lancelin sand dunes. The interview was played on Wheatbelt Regional on the following Monday morning and I had a fair amount of time to say what I wanted to say.

15.4 FUNERAL FOR ALISTAIR MCLEAN

File:	GOV/21
Councillor:	J Weeks
Report Date:	6 February 2024

I would like to say thank you on behalf of the community for the funeral of Alistair ‘Sid’ McLean. This was a tragic event that brought people together from all around the place. Thank you to those who attended, it was a beautiful ceremony and was a great credit to the Shire and the grounds staff.

16 NEW BUSINESS OF AN URGENT NATURE

Nil

17 MATTERS FOR WHICH MEETING IS TO BE CLOSED TO THE PUBLIC

Nil

18 CLOSURE

There being no further business, the President declared the meeting closed at 1:24 pm.

The next Ordinary Council Meeting will be held in Council Chambers at the Shire of Gingin Administration Centre, 7 Brockman Street, Gingin on 20 February 2024, commencing at 3.00 pm.