

Shire of Goomalling



COUNCIL MEETING MINUTES

21 June 2024



NYOONGAR ACKNOWLEDGEMENT

We acknowledge this land that we meet on today is part of the traditional lands of the Nyoongar people and that we respect their spiritual relationship with their country. We also acknowledge the Nyoongar Ballardong people as the custodians of the greater Goomalling/Koomal area and that their cultural and heritage beliefs are still important to the living Nyoongar Ballardong people today.

NOTICE OF MEETING

Meeting No. 05 of 2024 of the Shire of Goomalling Council to be held in the Council Chambers, Administration Office, 32 Quinlan Street, Goomalling on Wednesday, 21 June 2024 at 5.19 pm.

1. DECLARATION OF OPENING & ANNOUNCEMENT OF VISITORS

2. RECORD OF ATTENDANCE/APOLOGIES & APPROVED LEAVE OF ABSENCE

2.1. Attendance

Council	President & Chairperson	Cr Julie Chester
	Vice President	Cr Roland Van Gelderen
	Councillor	Cr Christine Barratt
	Councillor	Cr Casey Butt
	Councillor	Cr Barry Haywood
	Councillor	Cr Mark Ashton
Administration	Acting Chief Executive Officer	Mr Samuel Bryce
	Deputy Chief Executive Officer	Miss Natalie Bird
	Works Manager	Mr David Long

2.2. Apologies

Apologies were received from Cr Brendon Wilkes for today's meeting.

2.3. Approved Leave of Absence

Moved Cr Barratt, seconded Cr Ashton that leave of absence be grant for Cr Haywood for the July Ordinary Council Meeting and Cr Chester for the July and August Ordinary Council Meetings.

CARRIED 6/0

3. DECLARATION OF:

3.1 Financial Interest

3.2 Members Impartiality Interest

3.3 Proximity Interest

4. PUBLIC QUESTION TIME

5. APPLICATION FROM MEMBERS FOR LEAVE OF ABSENCE

Signature: 

Date: 18/09/2024



6. CONFIRMATION AND RECEIVING OF MINUTES & BUSINESS ARISING

6.1 Ordinary Meeting of Council held Wednesday 15 May 2024.

RESOLUTION :772

Moved Cr Haywood seconded by Cr Ashton that the Council confirms the minutes of Ordinary Meeting of Council held on Wednesday 15 May 2024

CARRIED 6/0

	For	Against		For	Against
Cr Chester	✓		Cr Ashton	✓	
Cr Van Gelderen	✓		Cr Barratt	✓	
Cr Butt	✓				
Cr Haywood	✓				

Signature: Jim Chester

Date: 18/09/2024



7. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

- Shire President attended the entrance meeting for the Audit
- Shire President attended a meeting with the Goomal Aboriginal Group
- Shire President attended LEMAC training at Muchea
- Shire President attended the Waste Management Summit in Northam
- Shire President attended a meeting with Mia and Lachlan from the National Party

8. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

9. OFFICERS' REPORTS

9.1 SCHEDULE OF ACCOUNTS PAID 1 MAY 2024 TO 31 MAY 2024

File Reference	Not applicable
Disclosure of Interest	Nil
Applicant	Not Applicable
Previous Item Numbers	No Direct
Date	12 May 2024
Author	Natalie Brid, Deputy Chief Executive Officer
Authorising Officer	Natalie Brid, Deputy Chief Executive Officer
Attachments 9.1.1. Schedule of Payments – May 2024 9.1.2 Corporate Credit Card Statements May 2024	

Summary

FUND VOUCHERS AMOUNT

EFT 6804-6913	\$591,659.96
Direct Debits 8624-8628	\$79,273.80
Cheques 15542 to 15550	\$37,781.89
Payroll JNL 7014,7018	\$119,464.00
Super DD17822, DD17881	\$21,377.48
TOTAL	\$849,557.13

*Please note DD 8625 was cancelled due a BPay entered as a cheque in error

Signature: *JmChester*

Date: 18/09/2024



Voting Requirements

Simple Majority

RESOLUTION :773

Moved Cr Van Geldern seconded by Cr Butt that the Council:

Approve vouchers from the Municipal fund and Trust Fund as detailed:

FUND VOUCHERS AMOUNT

EFT 6804-6913	\$591,659.96
Direct Debits 8624-8628	\$79,273.80
Cheques 15542 to 15550	\$37,781.89
Payroll JNL 7014,7018	\$119,464.00
Super DD17822, DD17881	\$21,377.48
TOTAL	\$849,557.13

CARRIED 6/0

	For	Against		For	Against
Cr Chester	✓		Cr Ashton	✓	
Cr Van Gelderen	✓		Cr Barratt	✓	
Cr Butt	✓				
Cr Haywood	✓				

Signature: *Cr Chester*

Date: 18/09/2024



9.2 FINANCIAL REPORT FOR MAY 2024

File Reference	Not Applicable
Disclosure of Interest	Nil
Applicant	Shire of Goomalling
Previous Item Numbers	No Direct
Date	9 May 2024
Author	Natalie Bird, Deputy Chief Executive Officer
Authorising Officer	Natalie Bird, Deputy Chief Executive Officer
Attachments 9.2.1 Monthly Financial Report to 31 May 2024	

Summary

In accordance with the *Local Government (Financial Management) Regulations 1996*, to follow is the presentation of the Monthly Financial Reports to Council.

Background

Monthly Financial Reports are to be presented to Council and are to be received by Council resolution.

Statutory Environment

Local Government Act 1995 – Section 6.4 (as amended)

Local Government (Financial Management) Regulations 1996 – Clause 34 and 35

Policy Implications

No specific policy regarding this matter.

Financial Implications

Ongoing management of Council funds

Strategic Implications

Shire of Goomalling Community Strategic Plan 2019-2028

4.1.4	Provide reporting processes in a transparent, accountable and timely manner
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Signature: JmChester

Date: 18/09/2024



Voting Requirements

Simple Majority

RESOLUTION :774

Moved Cr Haywood seconded by Cr Barratt that the Council:

1. Receive the Monthly Financial Report to 31 May 2024

CARRIED 6/0

	For	Against		For	Against
Cr Chester	✓		Cr Ashton	✓	
Cr Van Gelderen	✓		Cr Barratt	✓	
Cr Butt	✓				
Cr Haywood	✓				

Signature: _____

Jm Chester

Date: __18/09/2024__



9.3 AUDIT AND RISK COMMITTEE – TERMS OF REFERENCE/EOI FOR INDEPENDENT COMMITTEE MEMBER

File Reference	Not applicable
Disclosure of Interest	Nil
Applicant	Not Applicable
Previous Item Numbers	No Direct
Date	09 May 2024
Author	Samuel Bryce, Chief Executive Officer
Authorising Officer	Samuel Bryce, Chief Executive Officer
Attachments: 9.3a EOI – Audit and Risk Committee Independent Member 9.3b Terms of Reference – Audit and Risk Committee	

Summary

To present to council terms of Reference for the Audit and Risk Committee for endorsement and to present to council advertisement seeking expressions of interest for Independent Committee Member of the Audit and Risk Committee.

Background

The Department of Local Government, Sport and Cultural Industries developed Local Government Operational Guideline Number 9 – Audit in Local Government in July 2005 and was subsequently revised in September 2013 and outlines the appointment, function and responsibilities of Audit Committees. This document has been used for guidance as the Draft Terms of Reference for Council endorsement.

Consultation

Statutory Environment

Part 7 of the Local Government Act 1995 details the audit of the financial accounts of the local government. Section 7.1A states –

7.1A. Audit committee

- (1) *A local government is to establish an audit committee of 3 or more persons to exercise the powers and discharge the duties conferred on it.*
- (2) *The members of the audit committee of a local government are to be appointed* by the local government and at least 3 of the members, and the majority of the members, are to be council members.*

** Absolute majority required.*

Signature: *gmchester*

Date: 18/09/2024



- (3) *A CEO is not to be a member of an audit committee and may not nominate a person to be a member of an audit committee or have a person to represent the CEO as a member of an audit committee.*
- (4) *An employee is not to be a member of an audit committee.*
- [Section 7.1A inserted: No. 49 of 2004 s. 5; amended: No. 5 of 2017 s. 11.]*

The Local Government (Audit) Regulations 1996 detail the role and requirements of local government audit committees, in particular, Regulation 16 outlines the functions of the audit committee –

An audit committee has the following functions –

- (a) *to guide and assist the local government in carrying out –*
- i. its functions under Part 6 of the Act; and*
 - ii. its functions relating to other audits and other matters related to financial management;*
- (b) *to guide and assist the local government in carrying out the local government's functions in relation to audits conducted under Part 7 of the Act;*
- (c) *to review a report given to it by the CEO under regulation 17(3) (the CEO's report) and is to –*
- i. report to the council the results of that review; and*
 - ii. give a copy of the CEO's report to the council;*
- (d) *to monitor and advise the CEO when the CEO is carrying out functions in relation to a review under –*
- i. regulation 17(1); and*
 - ii. the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);*
- (e) *to support the auditor of the local government to conduct an audit and carry out the auditor's other duties under the Act in respect of the local government;*
- (f) *to oversee the implementation of any action that the local government –*
- i. is required to take by section 7.12A(3); and*
 - ii. has stated it has taken or intends to take in a report prepared under section 7.12A(4)(a); and*
 - iii. has accepted should be taken following receipt of a report of a review conducted under regulation 17(1);*
 - iv. and has accepted should be taken following receipt of a report of a review conducted under the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c); to perform any other function conferred on the audit committee by these regulations or another written law.*
- [Regulation 16 inserted: Gazette 26 Jun 2018 p. 2386-7.]*

Policy Implications

These Terms of Reference are to be read in conjunction with the "1.6 Committees, Working Groups and Delegations Policy".

Financial Implications

There are no financial implications as a result of this item.

Strategic Implications

This matter is not directly dealt with within the Community Strategic Plan.

Comment/Conclusion

A Terms of Reference is a document that is used to define the Roles and Responsibilities of the Audit Committee in fulfilling its governance and oversight responsibilities in relation to financial reporting, internal control, risk management, external audit functions and ethical accountability. It is recommended that the attached Terms of Reference be endorsed by Council.

Signature: *JmChester*

Date: 18/09/2024



Voting Requirements

Simple Majority

RESOLUTION :775

Moved Cr Barratt seconded by Cr Van Gelderen that the Council:

1. The report be received and noted
2. Endorses undertaking a recruitment process for the selection of an Ordinary member for the Audit and Risk committee for a term of 2 years.
3. Adoption of the Terms of Reference – Audit and Risk Committee
4. Amend 7.1A.1 from 3 members to 7 members (full Council).

CARRIED
6/0

		For	Against		For	Against
Cr Chester		✓		Cr Ashton	✓	
Cr Van Gelderen		✓		Cr Barratt	✓	
Cr Butt		✓				
Cr Haywood		✓				

Signature: _____

Jim Chester

Date: 18/09/2024 _____



9.4 APPLICATION FOR 3-6 DOGS – 5784 NORTHAM PITHARA ROAD, WALYORMOURING

File Reference	5.3
Disclosure of Interest	Nil
Applicant	Joan Bradock
Previous Item Numbers	No Direct
Date	12 June 2024
Author	Samantha Di Candilo, Ranger
Authorising Officer	Samuel Bryce, Chief Executive Officer
Attachments	Nil

Summary

The purpose of the report is to assess application from Joan Bradock to have 3 dogs on her 4.0223 ha property located at 5784 Northam Pithara Road Walyormouring.

Background

Original Inspection: 10th May 2022 Completed by Ranger Gloria Robinson.

Due to "Sally" LT0339 from previous multiple dog licence has passed away, the Ranger need to carry out a new inspection for the new dog as listed below.

Date of Inspection: 12th June 2024
Name: Joan Bradock
Property Address: 5784 Northam Pithara Road, Walyormouring
Size of Property: 4.0223Hec
Ranger: Samantha Di Candilo

Number of Dogs	Dog Name	Breed	Colour	Age	Sex	Rego No.
1	Sherlock	Kelpie X	Black and White	5	M	LT0400
2	Skye	King Charles	Blenhiem	8	F	LT0338
3	Capi	Bull Arab	White and Tan	1	M	LT0340

Fencing

Materials used: The house yard fence is new and is 1.5 metres high made from dog ring lock, copper logs and star pickets. There is a 1.2-metre-high double gate with a lock that enters the house yard and a single gate at the back. Both gates are secure. The house yard is approximately 1 acre in total.

Locking devices on gates; The front gate has a padlock, and back gate is chained shut.

Signature: 

Date: 18/09/2024



Housing

Means of housing: The dogs are free to move around the back yard, There is a large undercover veranda area that contains lounges for the dogs to sit on. There is a doggy door that goes into the house and the dogs have full access to the house.

Bedding: The dogs sleep on the lounge under the veranda or various dog beds throughout the house.

Water Supply: The dogs mainly drink from a metal wash dish inside the house. There is also outside automatic water dispensers that the dogs use mainly in Summer.

Condition of existing dogs

Suitable



Not Suitable



Details: The dogs are in a good health condition and much loved by their owners. All dogs are sterilised, microchipped and registered for life.



Front Gate



Back Gate

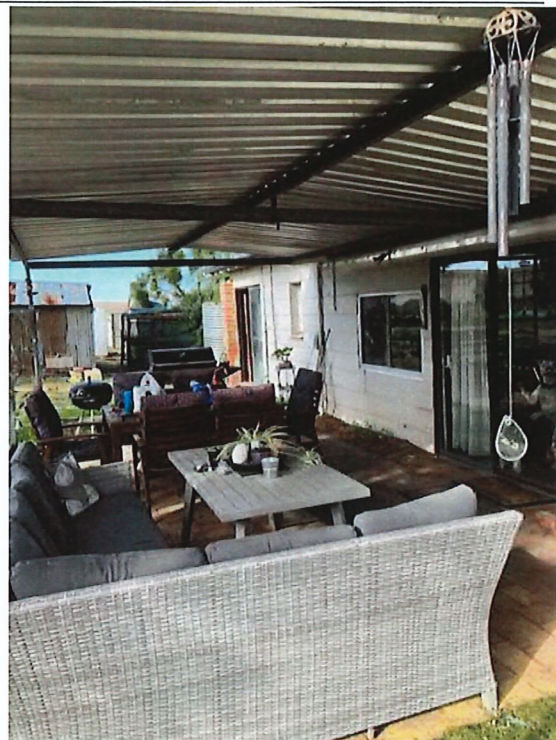
Signature: Jim Chester

Date: 18/09/2024

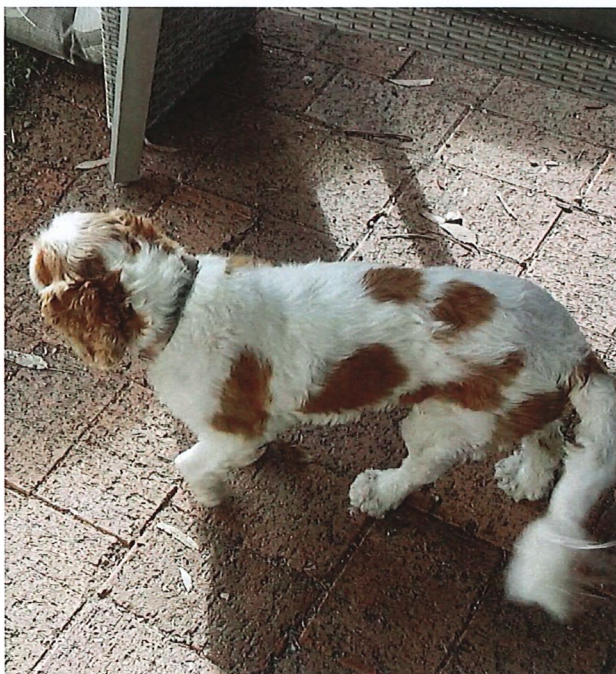
SHIRE OF GOOMALLING
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WEDNESDAY 21 JUNE 2024



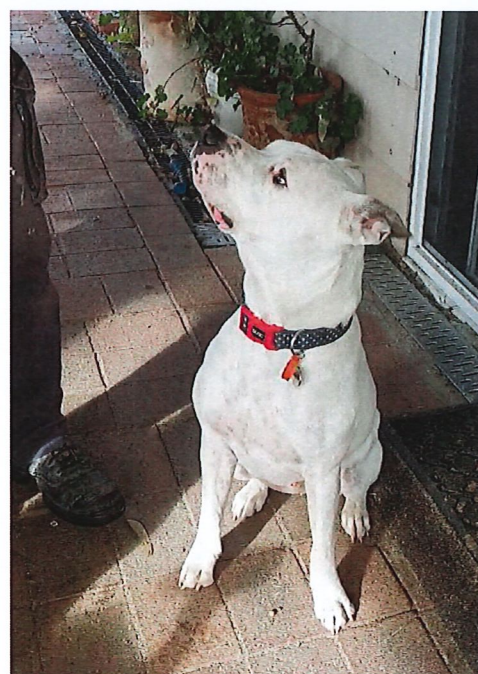
Fencing around yard



Back veranda area



Skye



Capi

Signature: *Jim Chester*

Date: 18/09/2024

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MINUTES FOR ORDINARY MEETING OF COUNCIL
WEDNESDAY 21 JUNE 2024



Sherlock



Inside bed/crate



Inside bed



Doggie Door

Signature: *Jmchester*

Date: 18/09/2024



Consultation

Ranger Notes:

The dogs showed normal behaviour on Ranger's arrival. Capi is protective of the home and owner and Skye and Sherlock are very friendly. The dogs did not show any signs of aggression towards each other. The dogs are in excellent condition and the dogs exercise area is very large, with little smell and minimal flies. The owners have erected a very secure house yard for the dogs, and it is obvious that they are very much part of the family.

The property is 4.0223 hectares in size surrounded by broad acre farming. Ranger Irene Ryan has sent letters to surrounding neighbours. No objections received.

Ranger Recommendation: I believe the owners are responsible dog owners. The owners have previously been approved for a 3-6 dog application. I recommend to approve the application.
Samantha Di Candilo - Ranger

Statutory Environment

Local Government Act 1995

Dog Act 1976

Shire of Goomalling Local Law Relating to Dogs 1997

Policy Implications

Nil

Financial Implications

There are no specific financial implications relating to this matter

Strategic Implications

Shire of Goomalling Community Strategic Plan 2019-2028	
1.2.6	Provide to the community quality regulatory services

Comment/Conclusion

RANGER RECOMMENDATION

That Council APPROVE the application for three (3) dogs to be housed at 5784 Northam Pithara, Walyormouring in accordance with Section 26.3 of the Dog Act 1976 with the following conditions:

1. The approval being placed on the condition that the dogs do not prove to be a nuisance (to the satisfaction of Council) to adjoining or adjacent neighbours in terms of barking, aggressive behaviours and / or wandering.
2. The exemption applies only to the three (3) dogs stated on the application. Once any of the dogs are deceased, sold or otherwise disposed of, the exemption for that particular dog ceases to have effect.
3. The exemption will cease to have effect on the date of any conviction for an offence relating to the Dog Act 1976 in respect of any of the dogs, or any person in charge of those dogs.
4. The subject property must be kept clear of all animal excreta using proper disposal methods.
5. Adequate cover and protection are always to be available to the dogs.
6. The dogs are to be adequately confined in accordance with Section 18 of the Shires Dog Local Law.
7. The property is to be inspected annually by the Council Ranger.
8. Access to the property is to be given to the Council Ranger for the Annual Inspection, or more regularly if the Council so determines.

Signature: JmChester

Date: 18/09/2024



9. An automatic water trough is installed in the daytime yard when the dogs are left unattended throughout the day for access to fresh clean water at all times.

Voting Requirements

Simple Majority

RESOLUTION :776

Moved Cr Haywood seconded by Cr Ashton that the Council:

APPROVE the application for three (3) dogs to be housed at 5784 Northam Pithara, Walyormouring in accordance with Section 26.3 of the Dog Act 1976 with the following conditions:

1. The approval being placed on the condition that the dogs do not prove to be a nuisance (to the satisfaction of Council) to adjoining or adjacent neighbours in terms of barking, aggressive behaviours and / or wandering.
2. The exemption applies only to the three (3) dogs stated on the application. Once any of the dogs are deceased, sold or otherwise disposed of, the exemption for that particular dog ceases to have effect.
3. The exemption will cease to have effect on the date of any conviction for an offence relating to the Dog Act 1976 in respect of any of the dogs, or any person in charge of those dogs.
4. The subject property must be kept clear of all animal excreta using proper disposal methods.
5. Adequate cover and protection are always to be available to the dogs.
6. The dogs are to be adequately confined in accordance with Section 18 of the Shires Dog Local Law.
7. The property is to be inspected annually by the Council Ranger.
8. Access to the property is to be given to the Council Ranger for the Annual Inspection, or more regularly if the Council so determines.
9. An automatic water trough is installed in the daytime yard when the dogs are left unattended throughout the day for access to fresh clean water at all times.

CARRIED 6/0

	For	Against		For	Against
Cr Chester	✓		Cr Ashton	✓	
Cr Van Gelderen	✓		Cr Barratt	✓	
Cr Butt	✓				
Cr Haywood	✓				

Signature: Jim Chester

Date: 18/09/2024



10. ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOITERRACE HAS BEEN GIVEN

11. NEW BUSINESS OF AN URGENT NATURE AGREED TO BY RESOLUTION OF COUNCIL

12. MATTERS BEHIND CLOSED DOORS

The meeting be closed to the public in accordance with section 5.23 Local Government Act 1995, 5.5.23 (2))

Matters affecting employee (s)

Personal affairs of any person (s), including financial and/or commercial contracts

Commercial Confidentiality

Legal advice/matters

Public safety/security matters where public knowledge may be prejudicial.

13. WORKS REPORTS

RESOLUTION :777

Moved Cr Van Gelderen seconded by Cr Butt that the Council that the Works Report for May 2024 has been received by Council.

CARRIED 6/0

	For	Against		For	Against
Cr Chester	✓		Cr Ashton	✓	
Cr Van Gelderen	✓		Cr Barratt	✓	
Cr Butt	✓				
Cr Haywood	✓				

13.1 Works Manager Report

Konnongorring West/Northam-Pithara Junction – Black Spot Project and RTR

The 100 % design specifications are still with MRWA, the additional works that were required have been amended to the design specifications.

Calingiri – WSNF

Clearing works are almost completed, with drain and unsealed shoulder reconstruction then to commence. These works are occurring between SLK 24.76 and 30.32.

Signature: Jim Chester

Date: 18/09/2024



Swimming Pool

A leak has been detected and investigations into repairs are currently taking place, including a consultant visiting the site and providing recommendations. Progress reports will be given when more information is available. The pool had to be dewatered to enable investigative works to be carried out.

Plant –

Works depot diesel bowser – New bowser has been installed.

Council meeting works -

Throssell St – Footpath sand issues – **In progress**

Signature: Jim Chester

Date: 18/09/2024



13.2 Works Crew Report

DATE	WORK DESCRIPTION
1	Calingiri rd. - Clearing vegetation to 14 m clear zone between SLK - 24.76 and 30.32 as per clearing permit conditions/Works Requests - Complete various tasks and deliveries from works request forms/Bolgart East - Patch sand holes/Coulthard rd. - Patch sand holes/Unsealed road network - inspect, repair signage and guideposts where required- prune vegetation blocking signs, prune overhanging vegetation on verges.
2	Calingiri rd. - Clearing vegetation to 14 m clear zone between SLK - 24.76 and 30.32 as per clearing permit conditions/Townsite - Backfilling wash outs behind kerb lines and along footpath edges in the street verges/Works Requests - Complete various tasks and deliveries from works request forms.
3	Rubbish run/Refuse site maintenance/Calingiri rd. - Clearing vegetation to 14 m clear zone between SLK - 24.76 and 30.32 as per clearing permit conditions/Works Requests - Complete various tasks and deliveries from works request forms/Unsealed road network - inspect, repair signage and guideposts where required- prune vegetation blocking signs, prune overhanging vegetation on verges.
4	WEEKEND
5	WEEKEND
6	Rubbish run/Refuse site maintenance/Calingiri rd. - Clearing vegetation to 14 m clear zone between SLK - 24.76 and 30.32 as per clearing permit conditions/Works Requests - Complete various tasks and deliveries from works request forms.
7	Calingiri rd. - Clearing vegetation to 14 m clear zone between SLK - 24.76 and 30.32 as per clearing permit conditions/Works Requests - Complete various tasks and deliveries from works request forms/Unsealed road network - inspect, repair signage and guideposts where required- prune vegetation blocking signs, prune overhanging vegetation on verges.
8	Calingiri rd. - Clearing vegetation to 14 m clear zone between SLK - 24.76 and 30.32 as per clearing permit conditions, clearing debris and weed control Berring rd. offset site/Jennacubbine hall - Clean and restock for hire event/Rubbish run/Refuse site maintenance.
9	Calingiri rd. - Clearing vegetation to 14 m clear zone between SLK - 24.76 and 30.32 as per clearing permit conditions, clearing debris and weed control Berring rd. offset site/Rossmore rd. - Clear fallen limbs and trees, inspect and replace guideposts and signs where required.
10	Rubbish run/Refuse site maintenance/Cemetery - Rake and remove debris, weed control/Works Requests - Complete various tasks and deliveries from works request forms.
11	WEEKEND
12	WEEKEND
13	Rubbish run/Refuse site maintenance.
14	Calingiri rd. - Clearing vegetation to 14 m clear zone between SLK - 24.76 and 30.32 as per clearing permit conditions/Calingiri/Donald rd. T junction - Sweep excess aggregate off after reseal works/Unsealed road network - inspect, repair signage and guideposts where required- prune vegetation blocking signs, prune overhanging vegetation on verges.
15	Rubbish run/Refuse site maintenance/Calingiri rd. - Clearing vegetation to 14 m clear zone between SLK - 24.76 and 30.32 as per clearing permit conditions/Lake rd. - remove fallen limbs, prune overhanging limbs.

Signature: *Gmcheater*

Date: 18/09/2024

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16	Calingiri rd. - Clearing vegetation to 14 m clear zone between SLK - 24.76 and 30.32 as per clearing permit conditions/Works Requests - Complete various tasks and deliveries from works request forms/Jennacubbine hall - Clean and restock for hire event.
17	Rubbish run/Refuse site maintenance/Calingiri rd. - Clearing vegetation to 14 m clear zone between SLK - 24.76 and 30.32 as per clearing permit conditions/Meckering and Patterson rd. T junction - Sweep excess aggregate off after reseal work/Works Requests - Complete various tasks and deliveries from works request forms/Jennacubbine Hall - Clean and restock for hire event.
18	WEEKEND
19	WEEKEND
20	Rubbish run/Refuse site maintenance/Calingiri rd. - Clearing vegetation to 14 m clear zone between SLK - 24.76 and 30.32 as per clearing permit conditions/Works Requests - Complete various tasks and deliveries from works request forms/Jennacubbine Hall - Clean and restock after hire event.
21	Calingiri rd. - Clearing vegetation to 14 m clear zone between SLK - 24.76 and 30.32 as per clearing permit conditions/Works Requests - Complete various tasks and deliveries from works request forms/Unsealed road network - inspect, repair signage and guideposts where required- prune vegetation blocking signs, prune overhanging vegetation on verges.
22	Rubbish run/Refuse site maintenance/Calingiri rd. - Clearing vegetation to 14 m clear zone between SLK - 24.76 and 30.32 as per clearing permit conditions/Unsealed road network - inspect, repair signage and guideposts where required- prune vegetation blocking signs, prune overhanging vegetation on verges.
23	Calingiri rd. - Clearing vegetation to 14 m clear zone between SLK - 24.76 and 30.32 as per clearing permit conditions/Unsealed road network - inspect, repair signage and guideposts where required- prune vegetation blocking signs, prune overhanging vegetation on verges.
24	Rubbish run/Refuse site maintenance/Calingiri rd. - Clearing vegetation to 14 m clear zone between SLK - 24.76 and 30.32 as per clearing permit conditions/Works Requests - Complete various tasks and deliveries from works request forms.
25	WEEKEND
26	WEEKEND
27	Rubbish run/Refuse site maintenance.
28	Calingiri rd. - Clearing vegetation to 14 m clear zone between SLK - 24.76 and 30.32 as per clearing permit conditions/Works Requests - Complete various tasks and deliveries from works request forms/Jennacubbine Hall - Clean and restock after hire event.
29	Rubbish run/Refuse site maintenance/Calingiri rd. - Clearing vegetation to 14 m clear zone between SLK - 24.76 and 30.32 as per clearing permit conditions/Bejoording rd. - Clean culverts/Townsites - Clear drains and culverts, remove silt from footpaths.
30	Calingiri rd. - Clearing vegetation to 14 m clear zone between SLK - 24.76 and 30.32 as per clearing permit conditions/Townsites - Clear drains and culverts, remove silt from footpaths/Unsealed road network - inspect, repair signage and guideposts where required- prune vegetation blocking signs, prune overhanging vegetation on verges.
31	Rubbish run/Refuse site maintenance/Calingiri rd. - Clearing vegetation to 14 m clear zone between SLK - 24.76 and 30.32 as per clearing permit conditions/Works Requests - Complete various tasks and deliveries from works request forms.

Signature: *JmChester*

Date: 18/09/2024



13.3 Parks and Gardens Report

DATE	WORK DESCRIPTION
1	Town streets - Weed control on verges/Anstey Park - Garden bed maintenance, playground inspection and clean up/32 Eaton St - edge, mow lawns, garden bed maintenance/Swimming Pool - edge, mow lawns, garden bed maintenance/GSC surrounds - Rake and remove leaves and debris, weed control.
2	Pavilion and Gym - Edge and mow laws, clean paths and access areas/Town streets - Weed control on verges/Townsite - sweep, clean debris from streets/Townsite - sweep, clean debris from streets/Swimming Pool - edge, mow lawns, garden bed maintenance/Hockey oval - mow, weed control.
3	Daily watering schedule/Public Toilets and War Memorial-rake and tidy/Town streets - pick up fallen limbs and general refuse-rake and remove leaves from drains and kerbs/Slater Homestead - edge and mow lawns, garden bed maintenance, rake and remove debris from surrounds/Hockey and Football oval - Line mark playing fields, top dress low areas/GSC surrounds - Rake and remove leaves and debris, weed control.
4	WEEKEND
5	WEEKEND
6	Daily watering schedule/Public Toilets and War Memorial-rake and tidy/Town streets - pick up fallen limbs and general refuse-rake and remove leaves from drains and kerbs.
7	Town streets - Weed control on verges/Townsite - sweep, clean debris from streets/Administration Office - Edge and mow lawn, garden bed maintenance/APU - Edge, mow lawns, garden bed maintenance/7 Forward St - edge, mow lawns, garden bed maintenance/GSC oval playground - Playground inspection and clean/Tennis pavilion - Edge and mow laws, clean paths and access areas.
8	Townsite Lawns - edge and mow lawns on all parks and street verges, inspect and repair reticulation/Swimming Pool - edge, mow lawns, garden bed maintenance/Throssell St Museum - Rake and remove debris/Football oval - mow, weed control/Pavilion and Gym - Edge and mow laws, clean paths and access areas.
9	Millsteed - edge and mow lawns, garden bed and rose plant maintenance/Town site - Weed control on street verges and vacant blocks/Throssell St Museum - Rake and remove debris, garden bed maintenance/Cemetery - Rake and remove debris, weed control/Hockey oval - mow, weed control/Pavilion and Gym - Edge and mow laws, clean paths and access areas.
10	Daily watering schedule/Public Toilets and War Memorial-rake and tidy/Town streets - pick up fallen limbs and general refuse-rake and remove leaves from drains and kerbs/Townsite - sweep, clean debris from streets/Townsite Lawns - edge and mow lawns on all parks and street verges, inspect and repair reticulation/Swimming Pool - edge, mow lawns, garden bed maintenance/Hockey and Football oval - Line mark playing fields, top dress low areas for home game.
11	WEEKEND
12	WEEKEND
13	Daily watering schedule/Public Toilets and War Memorial-rake and tidy/Town streets - pick up fallen limbs and general refuse-rake and remove leaves from drains and kerbs/Townsite - sweep, clean debris from streets/Football and Hockey - Post home game maintenance.
14	Townsite Lawns - edge and mow lawns on all parks and street verges, inspect and repair reticulation/Town site - Weed control on street verges and vacant blocks/Throssell St Museum - Rake and remove debris, garden bed maintenance/Slater Homestead - edge and mow lawns, garden bed maintenance, rake and remove debris from surrounds.

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15	Townsite Lawns - edge and mow lawns on all parks and street verges, inspect and repair reticulation/Swimming Pool - edge, mow lawns, garden bed maintenance/Slater Homestead - edge and mow lawns, garden bed maintenance, rake and remove debris from surrounds.
16	Town site - Weed control on street verges and vacant blocks/Millsteed - edge and mow lawns, garden bed and rose plant maintenance/7 Forward St - edge, mow lawns, garden bed maintenance/Football oval - mow, weed control.
17	Daily watering schedule/Public Toilets and War Memorial-rake and tidy/Town streets - pick up fallen limbs and general refuse-rake and remove leaves from drains and kerbs/Townsite Lawns - edge and mow lawns on all parks and street verges, inspect and repair reticulation/32 Eaton St - edge, mow lawns, garden bed maintenance/Hockey oval - mow, weed control/Pavilion and Gym - Edge and mow laws, clean paths and access areas.
18	WEEKEND
19	WEEKEND
20	Daily watering schedule/Public Toilets and War Memorial-rake and tidy/Town streets - pick up fallen limbs and general refuse-rake and remove leaves from drains and kerbs/Townsite - sweep, clean debris from streets.
21	Town site - Weed control on street verges and vacant blocks/Administration Office - Edge and mow lawn, garden bed maintenance, clean verandas/APU - Edge, mow lawns, garden bed maintenance/Football oval - mow, weed control, fertilise.
22	Townsite Lawns - edge and mow lawns on all parks and street verges, inspect and repair reticulation/Football and Hockey oval - mow, trim surrounds.
23	Townsite - sweep, clean debris from streets/Town site - Weed control on street verges and vacant blocks/Anstey Park - Garden bed maintenance, playground inspection and clean up/Mortlock Lodge - Edge, mow lawns, garden bed maintenance/Cricket Pitch - mow, fertilise/Hockey oval - mow, weed control.
24	Daily watering schedule/Public Toilets and War Memorial-rake and tidy/Town streets - pick up fallen limbs and general refuse-rake and remove leaves from drains and kerbs/Townsite - sweep, clean debris from streets/Swimming Pool - edge, mow lawns, garden bed maintenance/Hockey and Football oval - Line mark playing fields, top dress low areas for home game.
25	WEEKEND
26	WEEKEND
27	Daily watering schedule/Public Toilets and War Memorial-rake and tidy/Town streets - pick up fallen limbs and general refuse-rake and remove leaves from drains and kerbs/APU - Edge, mow lawns, garden bed maintenance/Throssell St Museum - Rake and remove debris, garden bed maintenance/GSC surrounds - Rake and remove leaves and debris, weed control.
28	Townsite Lawns - edge and mow lawns on all parks and street verges, inspect and repair reticulation/Town site - Weed control on street verges and vacant blocks/Administration Office - Edge and mow lawn, garden bed maintenance, clean verandas/GSC surrounds - Rake and remove leaves and debris, weed control/GSC oval playground - Playground inspection and clean.
29	Townsite - sweep, clean debris from streets/Anstey Park - Garden bed maintenance, playground inspection and clean up/Slater Homestead - edge and mow lawns, garden bed maintenance, rake and remove debris from surrounds/Football and Hockey oval - mow, trim surrounds/GSC surrounds - Rake and remove leaves and debris, weed control.
30	Townsite - sweep, clean debris from streets/Koomal Village - Edge, mow lawns, garden bed maintenance/Mortlock Lodge - Edge, mow lawns, garden bed maintenance/Football oval - mow, weed control/GSC surrounds - Rake and remove leaves and debris, weed control.

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31	Daily watering schedule/Public Toilets and War Memorial-rake and tidy/Town streets - pick up fallen limbs and general refuse-rake and remove leaves from drains and kerbs/Hockey and Football oval - Line mark playing fields, top dress low areas for home game/Pavilion and Gym - Edge and mow laws, clean paths and access areas/Tennis pavilion - Edge and mow laws, clean paths and access areas.
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13.4 Plant Report

				KMS/HRS
FLEET	MACHINE	KM/HRS START	KM/HRS END	COMPLETED
GO 009	UTE	-94515	95110	595
GO 010	J DEERE	0	0	0
GO 015	SUV	-31769	35012	3243
GO 016	UTE	-201940	201965	25
GO 017	LUIGONG LOADER	-335	355	20
GO 018	6 WHEEL TRUCK	-309740	309810	70
GO 019	P/MOVER TRUCK	-597343	598025	682
GO 020	12 H	-17892	17955	63
GO 021	12 M	-11093	11123	30
GO 022	STEEL ROLLER	-4923	4923	0
GO 023	UTE	-1402	1510	108
GO 024	LOADER	-362	375	13
GO 025	MULTI ROLLER	-3258	3566	308
GO 026	UTE	-269217	271365	2148
GO 027	SMALL TRUCK	-290585	290678	93
GO 028	WATER TRUCK	-246510	246580	70
GO 033	COASTER BUS	-190089	190101	12
GO 034	MASSEY	-7291	7291	0
GO 037	UTE	-118174	118198	24
GO 038	UTE	-184425	184563	138
GO 039	UTE	-303365	303410	45
GO 041	SMALL TRUCK	-187497	188560	1063
GO 042	UTE	-156734	156982	248
GO 183	UTE	-173206	176102	2896
GO 2990	FORD UTE	-227969	228012	43
GO SHIRE1	BUS	-318372	318565	193
GO 009	UTE			
GO 010	J DEERE			
GO 015	SUV			
GO 016	UTE			
GO 017	LUIGONG			

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	LOADER	
GO 018	6 WHEEL TRUCK	cab lift, window washer unit
GO 019	P/MOVER TRUCK	
GO 020	12 H	
GO 021	12 M	Air con
GO 022	STEEL ROLLER	
GO 023	UTE	
GO 024	LOADER	Front side window
GO 025	MULTI ROLLER	
GO 026	UTE	
GO 027	SMALL TRUCK	
GO 028	WATER TRUCK	
GO 033	COASTER BUS	
GO 034	MASSEY	
GO 037	UTE	
GO 038	UTE	service, door handle
GO 039	UTE	
GO 041	SMALL TRUCK	
GO 042	UTE	
GO 183	UTE	
GO 2990	FORD UTE	
GO SHIRE1	BUS	service
MISC PLANT	Office Generator	Starter motor
MISC PLANT		
MISC PLANT		
MISC PLANT		

13.5 Building Maintenance Report

DATE	WORK DESCRIPTION
1	Shire Office - Replace flag pole halyard, toilet cistern repairs/59 Railway Tce - Refurbishment works/APU - Unit 7 - Internal patch and paint/Mortlock Lodge - Unit 1 - Kitchen refurbishment works.
2	Jennacubbine Hall - Inspect hot water system leak, gas oven issues, sagging ceiling/APU - Unit 7 - Internal patch and paint/Mortlock Lodge - Unit 1 - Kitchen refurbishment works/59 Railway Tce - Refurbishment works.
3	Pump station-Maintenance/Imhoff-maintenance./Mortlock Lodge - Unit 1 - Kitchen refurbishment works.
4	WEEKEND
5	WEEKEND

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6	Pump station-Maintenance/Imhoff-maintenance./59 Railway Tce - Refurbishment works/Works Requests - Complete various tasks and deliveries from works request forms.
7	Mortlock Lodge - Unit 1 - Install new blinds/48 Hoddy - Install new bathroom sink and taps/Works Requests - Complete various tasks and deliveries from works request forms/59 Railway Tce - Refurbishment works.
8	Gym - Install new cisterns in toilets/59 Railway Tce - Refurbishment works/Footpaths - Quinlan St - Repairs on damaged sections between James and Throssell St.
9	Swimming pool - Meet consultant to look at water usage, plant upgrade requirements/Footpaths -Quinlan St - Repairs on damaged sections between Throssell St and Forrest St.
10	Pump station-Maintenance/Imhoff-maintenance./Various buildings - Power meter readings/Footpaths -Quinlan St - Repairs on damaged sections between Throssell St and Forrest St.
11	WEEKEND
12	WEEKEND
13	Pump station-Maintenance/Imhoff-maintenance./Swimming Pool - Evaporation tests for pool water usage/59 Railway Tce - Refurbishment works/Konnongorring Hall - Maintenance works and clean public toilets.
14	Whispers - Inspect box gutters and roof for water leaks/59 Railway Tce - Refurbishment works/Jennacubbine Hall - Clean and restock for hire event.
15	Swimming Pool - Evaporation tests for pool water usage/Caravan Park - Assist with landscaping works/59 Railway Tce - Refurbishment works/APU - Unit 7 - Internal patch and paint.
16	59 Railway Tce - Refurbishment works/APU - Unit 7 - Internal patch and paint.
17	Pump station-Maintenance/Imhoff-maintenance./Tennis pavilion - Repair exhaust fan in the kitchen/GSC kitchen - Unblock drain/Caravan Park - Hot water unit ensuites/59 Railway Tce - Refurbishment works.
18	WEEKEND
19	WEEKEND
20	Pump station-Maintenance/Imhoff-maintenance./Anstey Park - Playground equipment maintenance from inspection completed/Railway Café - Vermin control/Oak Park Picnic Area - Pressure clean gazebo and toilets/59 Railway Tce - Refurbishment works.
21	Caravan Park - Install new hot water system at ensuites/59 Railway Tce - Refurbishment works/Slaters Homestead - Vermin control.
22	Op shop - Minor repairs/Townsite - Clear sewer blockage Hoddy St/59 Railway Tce - Refurbishment works/APU - Unit 7 - Internal patch and paint.
23	Caravan Park - Replace light globes at ensuites/59 Railway Tce - Refurbishment works/Jennacubbine Hall - Replace gas bottles, repair gas leak.
24	Pump station-Maintenance/Imhoff-maintenance./Whispers Roof - Install flashing, seal gaps and re tension screws.
25	WEEKEND
26	WEEKEND
27	Pump station-Maintenance/Imhoff-maintenance. Gym - Install blinds/APU - Unit 7 - Replace gutters at the rear of the units/59 Railway Tce - Refurbishment works.
28	APU - Unit 7 - Replace gutters at the rear of the units/59 Railway Tce - Refurbishment works/GSC toilets - Replace toilet cistern, check urinal flusher unit/Konnongorring Fire station - Investigate power issues with electrician.

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29	Office and Surgery Generators - Pre start and run/41 High St - Install new blinds/Gym -Minor repairs/59 Railway Tce - Refurbishment works/48 Hoddy St - Internal painting touch ups.
30	Caravan Park - Managers residence - replace hot water system/Whispers - Replace storm damaged sky light sheeting/59 Railway Tce - Refurbishment works.
31	59 Railway Tce - Refurbishment works/7 Forward St - replace storm damaged sky light on shed.

13.6 2023 Maintenance Grading Report

SOUTH WEST

ROAD NAME	DATE
ANDERSON	12.1.24
BEBAKINE	17.5.24
BEECROFT	4.6.24
BOLGART EAST	2.2.24
CHITIBIN	16.1.24
CLARKE	21.3.24
CLAY PIT	5.2.24
EATON	16.5.24
GOON GOONING	9.2.24
HUGHES	19.1.24
JENNACUBBINE E	22.5.24
KROE HUT	5.2.24
LAWLER	22.5.24
LEESON	17.1.24
LONG FORREST	6.6.24
MC LEAN	16.5.24
MUGGIN MUGGINS	9.1.24
ROSSMORE	15.5.24
ROWLES	6.2.24
SAWYER	7.2.24
SHEEN	9.1.24
SMITH	9.2.24
TYNDALL	17.4.24
WONGAMINE	19.1.24

SOUTH EAST

ROAD NAME	DATE
ABBATOIR	20.3.22
BERRING	18.5.23
BERRING E	22.2.23
BOASE	22.2.24
BROOKSBANK	5.12.23
DICK ST	18.3.24
GEORGE ST	18.3.24
HAGBOOM STH	2.11.23
HAYWOOD ST	18.3.24
HULLOGINE	15.2.24
KUNZIA WAY	18.3.24
MARTINDALE WAY	18.3.24
PATTERSON	23.5.24
PEAR TREE DRIVE	19.3.24
ROBERT	20.3.24
SLATER ST	19.3.24
SADLER	16.2.24
SALMON GUM WAY	30.5.24
SHORT ST	19.3.24
SMITH ST	18.3.24
UCARTY	21.2.24
YORK GUM WAY	14.5.24
WATERHOUSE WAY	18.3.24
WHITE ST	19.3.24
WILLIAM ST	19.3.24

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NORTH WEST

ROAD NAME	DATE
BURNT HILL	28.2.24
BURABADJI	14.2.24
CACTI	14.3.24
CARTER	14.3.24
COULTHARD	26.2.24
DEW	14.3.24
DONALD	21.2.24
GLATZ	16.2.24
HAYWOOD	20.2.24
JONES	28.2.24
KONNONGORRING W	6.5.24
LORD	15.2.24
MORREL	6.3.24
PINKWERRY	5.3.24
WHITFIELD	7.3.24

NORTH EAST

ROAD NAME	DATE
BERRING	24.10.23
BOTHERLING E	7.2.24
BURABADJI E	12.1.24
BYBERDING	11.3.24
COOPER	15.11.23
DEAN	9.11.23
DOWERIN-KONNONGORRING	1.5.24
EGAN	27.10.23
EVANS	19.10.23
FAIRLEE	13.3.24
GABBY QUOI QUOI	8.3.24
GRIFFITH WHALEY	14.11.23
KALGUDDERING W	16.11.23
KING	18.10.23
LAKE	10.1.24
MOUNTJOY	10.11.23
NAMBLING NTH	23.10.23
OAKPARK	12.2.24
PRYOR	11.1.24
SAWYER	18.10.23
SHELL	24.10.23
SEIGERT	10.11.23
SLATER	27.10.23
SPARK	8.2.24
WHITE	17.11.23
WILLIAMS	13.3.24

14. MEETING CLOSURE

The Shire President thanked everyone for their attendance at today's meeting and declared the meeting closed at 5.44 pm.

Signature: *Jm Chester*

Date: 18/09/2024