



# SHIRE OF YORK

**MINUTES OF THE  
WORKS COMMITTEE MEETING  
HELD ON 4 DECEMBER, 2014  
COMMENCING AT 5.02PM  
IN COUNCIL CHAMBERS,  
YORK TOWN HALL, YORK**



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SHIRE OF YORK

THE WORKS COMMITTEE MEETING OF THE COUNCIL  
HELD ON THURSDAY, 4 DECEMBER, 2014, COMMENCING AT  
5.02PM IN COUNCIL CHAMBERS, YORK TOWN HALL, YORK

The York Shire Council acknowledges the traditional owners of the land on which this meeting will be held.

**1. OPENING**

**1.1 Declaration of Opening by the Chief Executive Officer**

Graeme Simpson, Acting Chief Executive Officer, opened the meeting at 5.02pm and called for the nomination of a Chairperson for the day.

Moved: Cr Tony Boyle- to Nominate Cr David Wallace  
Seconded: Mr Mike Gill

**CARRIED: 6/0**

- 1.2 Declaration of Opening  
*Cr David Wallace, declared the meeting open at 5.04pm.*

**1.3 Disclaimer**

The Committee Chairperson advised the following:

*"I wish to draw attention to the Disclaimer Notice contained within the agenda document and advise members of the public that any decisions made at the meeting today, can be revoked, pursuant to the Local Government Act 1995.*

*Therefore members of the public should not rely on any decisions until formal notification in writing by Council has been received. Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material."*

**1.4 Suspension of Standing Orders**

Standing Orders 9.1 to 9.9

Moved: Cr Boyle

Seconded: Mr MacKay

Carried: 6/0

**1.5 Announcement of Visitors –**

*Nil*

## **1.6 Declarations of Interest that Might Cause a Conflict**

*Councillors/Staff are reminded of the requirements of s5.65 of the Local Government Act 1995, to disclose any interest during the meeting when the matter is discussed and also of the requirement to disclose an interest affecting impartiality under the Shire of York's Code of Conduct.*

### **Financial Interests**

*Nil*

### **Disclosure of Interest that May Affect Impartiality**

*Nil*

## **2. ATTENDANCE**

### **2.1 Committee Members**

*Cr David Wallace (Chair); Cr Tony Boyle; Mike Gill; Ron MacKay; Ian Crombie; Don Randell*

### **2.2 Staff**

*Graeme Simpson, Acting Chief Executive Officer; Gail Maziuk, Human Resources/Compliance; Helen D'Arcy-Walker, Executive Support Officer*

### **2.3 Apologies**

*Cr Matthew Reid; Keith Dickerson, Works Manager*

### **2.4 Leave of Absence Previously Approved**

*Nil*

### **2.5 Number of People in Gallery at Commencement of Meeting**

*There were no people in the Gallery at the commencement of the meeting.*

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

*Nil*

## **4. PUBLIC QUESTION TIME**

### **4.1 Written Questions – Current Agenda**

*Nil*

### **4.2 Public Question Time**

*Public Question Time Opened at 5.07pm and Closed at 5.08pm as there were no members of the public in the gallery*

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

*Nil*

## **6. PETITIONS / PRESENTATIONS / DEPUTATIONS**

*Nil*

**7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

Minutes of the Works Committee Meeting held November 6, 2014

Corrections –

Confirmation

**RESOLUTION  
WC 011214**

**Moved: Ian Crombie**

**Seconded: Ron MacKay**

*“That the minutes of the Works Committee Meeting held November 6, 2014 to be confirmed as a correct record of proceedings.*

**CARRIED: 6/0**

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

*Nil*

**9. REPORTS**

**10. MATTERS FOR DISCUSSION**





9. OFFICER'S REPORTS

9.1 WORKS REPORTS

9.1.1 Alfresco Area - Bella Cuccina Restaurant, 82 Avon Terrace, York

FILE NO:

COMMITTEE DATE:

4 December 2014

REPORT DATE:

24 November 2014

LOCATION/ADDRESS:

82 Avon Terrace, York

APPLICANT:

Mario Balducci, Proprietor

SENIOR OFFICER:

Keith Dickerson

AUTHOR:

Keith Dickerson

DISCLOSURE OF INTEREST:

Nil

APPENDICES:

Nil

DOCUMENTS TABLED:

Nil

REPORT APPROVED BY THE CEO:

Graeme Simpson

RESOLUTION

WC 021214

Moved: Cr Boyle

Seconded: Ian Crombie

*"That this Committee Recommends that Council:*

*Consider this unbudgeted request for the construction of an Alfresco area and include it in the 2015/16 budget for consideration."*

**CARRIED: 6/0**

AMENDMENT

Moved: Mike Gill

Seconded: Cr Boyle

*"That Committee Amend the Recommendation to read:*

- Consider this unbudgeted request for the construction of an Alfresco area and include it in the 2015/16 budget for consideration, and*
- The applicant to provide a template outlining access to the Shell Service Station which will not restrict the movement of larger vehicles entering and exiting for refuelling.*

**CARRIED: 6/0**

Voting Requirements:

Simple Majority Required:

Yes

Background:

The existing markings on the road in front of Bella Cuccina Restaurant are incorrectly positioned in that the nib adjacent to the Shell Service Station will restrict the movement of larger vehicles entering and exiting for refuelling. The location of the nib needs to be moved 2 metres to the south which will provide 3.7 metres of free space from the service station driveway.

The Alfresco area needs to be 5.5 metres long x 2.4 metres wide with a strip drain along the existing kerb line and concrete kerbing on the outside perimeter of the area including the safety nib with two safety bollards on the roadside edge.

**Financial Implications:  
Estimated Cost**

|  |                   |
|--|-------------------|
| • 12.5 metres of barrier kerbing @ \$36.00/metre                     | \$450.00          |
| • 18m <sup>2</sup> pavers to match existing @ \$55.00/m <sup>2</sup> | \$990.00          |
| • 7.5m of strip drain @ \$112.00/metre                               | \$840.00          |
| • 2 x suitable bollards to match others on street @ \$187.00 each    | \$374.00          |
| • 1 x tree guard to match others on street @ \$172.00 each           | \$172.00          |
| • 1 x tree as required @ \$300.00 each                               | \$300.00          |
| • Earthworks and preparation   | <u>\$2,700.00</u> |
| TOTAL  | <u>\$5,826.00</u> |

9. OFFICER'S REPORTS  
9.1 WORKS REPORTS  
9.1.2 Engineer – Works Managers Report

FILE NO: OR.MTG.5  
COMMITTEE DATE: 4 December 2014  
REPORT DATE: 28 November 2014  
SENIOR OFFICER: Keith Dickerson, Consulting Works Manager  
WORKS ADMINISTRATOR, Leonie Kempin  
AUTHOR:  
APPENDICES: 1 - Vehicle Hours/kms Report July 2014  
2 - Grading, Construction & Rural Rd Works  
3 - Town Works  
4 - Potholes, Guide Posts & Signs  
5 - Private Works  
6 - Plant Maint / Servicing - October 2014  
7 - Plant Maint / Servicing - July 2012 to current  
DOCUMENTS TABLED: Nil  
REPORT APPROVED BY THE CEO: Graeme Simpson

**RESOLUTION  
031214**

**Moved: Ron MacKay**

**Seconded: Don Randell**

***“The Committee Recommends to Council:***

***To receive and note the November 2014 report prepared by the Consulting Works Manager.”***

**CARRIED: 6/0**

**Voting Requirements:  
Simple Majority Required:**

**Yes**

**Summary:**

This report is a summary of activities of the Works Department for the month of November 2014.

**Background:**

The Works Department has responsibility for the management, operation, maintenance and improvement of Council's infrastructure assets like roads, footpaths, parks, bridges and so forth (but excluding buildings).

The Works Department operates in accordance with Council policy directives and the adopted budget of the Council of the Shire of York. The Works Department is accountable to the CEO who reports to the Shire Council.

This report is provided in order that the Council of the Shire of York is kept informed on the operations of the Shire Works Department and progress in implementing their policy and budget objectives. It is intended through this report that Council will be able to review activities and identify policy objectives and emerging operational issues.



Appendix 2 is a summary of monthly grading, construction and rural road works carried out by Works Depot staff for the month of November 2014.

Appendix 3 is a summary of monthly town works carried out by Works Depot staff for the month of November 2014.

Appendix 4 is a summary of pothole, guide post & sign maintenance carried out by Works Depot staff for the month of November 2014.

Appendix 5 is a summary of private works carried out by Works Depot staff for the month of November 2014.

Appendix 6 is a summary of Works Depot vehicle and plant maintenance/servicing for the month of November 2014.

Appendix 7 is a cumulative summary of Works Depot vehicle and plant maintenance/servicing for the period July 2012 to current.

### **Item 9.1.2 Appendices**



## **9.2 PARKS & GARDENS REPORT**

Report was tabled by Ian Crombie  
Appendices Attached

## **9.3 RESIDENCY MUSEUM GARDEN UPDATE**

Report was tabled by Ian Crombie  
Appendices Attached





**10. MATTERS FOR DISCUSSION**

Discussion was held regarding the implementation of a Resolution Register. The Register to also be included in the Agenda and Minutes.

**RESOLUTION  
041214**

**Moved: Mike Gill**

**Seconded: Ron MacKay**

*“The Committee Recommends to Council:*

*That a Resolution Register for the Works Committee to implemented.”*

**CARRIED: 6/0**

**11. OTHER BUSINESS**  
*Nil*

**12. NEXT MEETING**

**RESOLUTION  
WC 051214**

**Moved: Mike Gill**

**Seconded: Don Randell**

*“That the Committee:*

*hold the next Works Committee Meeting on February 5, 2015 at 5.00pm in Council Chambers, York Town Hall, York.”*

**CARRIED: 6/0**

**13. CLOSURE**

*Cr Wallace thanked everyone for their attendance and declared the meeting closed at 5.54pm*