

ENGINEERING & WORKS COMMITTEE

Minutes

Meeting held at Cowell on Monday 8th August 2016 commencing at 10:30am

Present: Darren Zechner, Grant Drummond, Gary Jutzen, Alex Douglas, Arthur Johnstone, Damian Windsor, Neil Haines, Michael Inglis, Paul Rogers, Ivan Noble, Craig Matena, Mike Stephenson, Tony Irvine

Apologies: Robyn Nottle, Michelle Tucker

Business:

- **Presentation**

Mike Stephenson presented on various matters involving CWMS management and planning. The future of the LGA's CWMS funding was discussed.

CWMS Submission to LGA

Action: That the Engineering & Works Committee Member Councils immediately supply to the EPLGA Executive Officer their future infrastructure needs including any possible new schemes and any upgrades required to meet new Dept of Health or EPA requirements from the CWMS Funding Agreement should it continue so a regional submission can be prepared and forwarded as an appendix to the response already forwarded to the LGA

- **Election of Committee Chairperson**

Pursuant to the Terms of Reference for the Committee

Moved: Grant Drummond Seconded: Darren Zechner

That the Engineering & Works Committee elects Damian Windsor as Chair of the Committee for the term of 12 months pursuant to the terms of reference.

CARRIED

- **Terms of Reference – review by Committee.**

Resolved:

That the Committee is to have an action list included in the minutes or notes from meetings outlining responsibilities and time frames for the actions. Further, this is to be reflected in the terms of reference.

Minutes or notes to be tabled at Chief Executive Officer Committee meetings and the EPLGA Board meetings so relevant resolutions/recommendations to the above meetings can be considered.

- **EPLGA Board Budget – Rubble Royalties**

Pursuant to the EPLGA Board directions, the committee is to recommend the projects to be funded from the Rubble Royalties funding (\$64,500).

Moved: Arthur Johnstone

Seconded: Grant Drummond

That the EPLGA Engineering and Works Committee recommends the following projects to be funded from the Rubble Royalties component of the EPLGA Board Budget for 2016 -17.

- 1. EP Transport Strategy – 2015 (review & updating) \$15,000***
- 2. Regional Roadside Native Vegetation Plan \$50,000***

CARRIED

- **Special Local Roads Program & Development of Industry Wide Standards/Guidelines**

A number of issues have been experienced with SLRP projects in the current and in previous years. It is suggested that there needs to be a review of the way in which this program is delivered in the region.

The usual timing of funding announcements (late August) places significant pressure on delivery timeframes and has lead to ‘rushed’ jobs or late finishes i.e. sealing works happening in May/June due to time required for design work, procurement, dodging harvest/tourist traffic etc. This has the potential to impact on quality and longevity of works. In other cases, lack of detailed design has resulted in increased cost estimates and either financial impact for Councils or forced reduction in scope of works delivered. There has also been previous discussion on ensuring ‘fit for purpose’ design and a certification process to verify construction has met the agreed outcomes.

The above issues may be managed by requiring a fully developed and costed project proposal being lodged at the time of application for funding. SELGA engages a consultant using their SLRP allocation which addresses both design/application suitability and final certification. This means Councils will need to build this into their application and once approved for funding pay that amount to the EPLGA. This keeps the independence in the process.

Other regions also have independent evaluation of the applications to ensure they meet the standards and at the completion of the project the independent qualified person also signs off on the project certifying that the project is constructed to standard.

Moved: Grant Drummond

Seconded: Craig Matena

- 1. That the EPLGA Engineering and Works Committee recommends that projects submitted for regional SLRP funding are required to be developed to a 'for construction' state, and accompanied by adequate design & engineering detail (i.e. Austroads Guidelines – until Local Government sector-wide standards or guidelines are developed) and detailed cost estimate to clearly define the project deliverables.**
- 2. That the EPLGA Engineering and Works Committee recommends consideration be given to the appointment of an independent person/company to review road funding applications and assess their suitability and to provide certification services for completed projects. Further, the costs for this assessment/certification are the EPLGA's responsibility with the successfully funded Councils contributing 2.5% of their SLRP funding to the EPLGA to cover such costs.**
- 3. That the EPLGA Engineering and Works Committee recommends that the EPLGA Board supports the LGA R & D funding application to develop Road Construction and Maintenance Standards/Guidelines which when completed should:**
 - a. Be included in the EP Transport Strategy 2015**
 - b. Be used on a Local Government industry wide basis**
 - c. Be used in assessing Special Local Roads Funding applications by the Local Government Transport Advisory Committee.**
- 4. That the Engineering & Works Committee notes the 2016 – 17 SLRP funding allocations.**

CARRIED

- **DPTI & EP Councils Service Delivery Collaboration – Pilot**

At the recent CEO Committee meeting it was suggested at least 2 CEO's & 2 Engineers/ Operations - Works Managers along with the EPLGA Exec Officer and David Hitchcock (LGA) meet with DPTI (Paul Geltson) to further this pilot. This may or may not occur now. However some of members of the Engineering & Works Committee will be contacted in regards to this and other initiatives being pursued.

The EPLGA Exec Officer has applied for funding to assist the EPLGA/DPTI shared services pilot – developing road construction & maintenance service levels standards/guidelines. The SMEC Transport Strategy engagement contract will be extended to undertake this work if the R&D Application is successful. SAROC has agreed that all regions will endeavour to adopt the standards when developed as industry wide standards. The consultants will contact Engineers and Works Managers in this region plus the Limestone Coast Region (SE Region) in relation to the development of this project.

There will be a need for further meetings with DPTI staff over all these matters.

Moved: Neil Haines

Seconded: Darren Zechner

That the Engineering & Works Committee nominate the following persons who may be required to meet/collaborate with DPTI regarding the joint Service Delivery Collaboration – Pilot & other initiatives along with David Hitchcock (LGA), Tony Irvine (EPLGA) and two EPLGA Council CEOs (to be nominated).

- 1. Damian Windsor**
- 2. Grant Drummond**
- 3. Arthur Johnstone**

Further, that the Engineering & Works Committee identifies the following areas/functions as possible targets for the joint Service Delivery Collaboration – Pilot.

- 1. Signage**
- 2. Vegetation management**
- 3. Line marking**
- 4. Joint procurement**
- 5. Supply of rubble**
- 6. Local Government is able to consider anything other than sealing of highways.**

CARRIED

- **DPTI Marine Strategy – for information**

David Hitchcock and Tony Irvine met with DPTI staff on 7 July 2016 re:

Marine Strategy – SA Boating Facilities Advisory Committee funding is to be contingent on a regional marine strategic plan being developed. DPTI is to supply criteria used for funding future projects – recreational & commercial.

Further discussion took place on the future jetties agreements.

Action: Ivan Noble is to co-ordinate a call for coastal councils to submit to him any jetties work required so a coordinated approach can be made to this work, especially where specialist equipment and expertise is required from outside the region.

- **Road Rail Interface Agreements**

GWA approached the region last year seeking agreement on the content of the agreements, and there has been no formal response sent to GWA. Obviously there is benefit to a common position across the region, and the main sticking point at present is the conflicting definitions on the maintenance boundary (the point where responsibility changes from GWA to the Council for maintenance etc. EPLGA position - 3m from rail not 1 metre).

Action: All Councils to amend their agreements to designate the Maintenance boundary at 3m from the nearest rail line to coincide with the designated Safeworking boundary/Protection boundary and return to GWA.

- **Native Vegetation – Roadside Management Plan**

Russell Seaman – Native Veg Unit presented to the CEO Committee meeting in June 2016. He encourages the Eyre Peninsula to develop one regional roadside native vegetation plan.

Please note this was recommended for funding from the Rubble Royalties funding. However \$50, 000 may not be enough to undertake the plan.

Resolved:

That the Engineering & Works Committee recommends that all eleven EPLGA member Councils work to produce an Eyre Peninsula Local Government roadside vegetation management plan (*Level 1 RVMP*) with assistance being sought from the Native Vegetation Unit in line with the rubble royalty funding recommendation to the EPLGA Board.

- **Night Travel for Agricultural Machinery**

Many Councils have passed resolutions in relation to this matter however there is concern in the agricultural industry that the current standards for exemption are not adequate:- i.e. 4m wide x 25m long.

Resolved:

That the Engineering & Works Committee advises the EPLGA Board in relation to the night travel exemptions for agricultural machinery the following should occur:

- **Acknowledge DPTI's standard of 4m x 25m exemption from permits**
- **Any Council (Road Manager) considering permitting machinery over the 4 metre x 25 metre standard to undertake night travel on its roads needs to undertake a detailed risk assessment of the route to protect Council (i.e. the permits may have specific conditions included)**
- **That the LGA Mutual Liability Scheme should be requested to give opinion on the matter.**

Any Other Business

- **Road Closure Advertisement Templates**

Action: District Council of Kimba sought assistance with Road Closure advertisement templates. Councils with such to circularise other Councils.

- **Grave Sites – Lifting of Slabs**

Action: District Council of Kimba has a procedure and will circularise to all Councils

- **Mapinfo Training**

Action: District Council of Ceduna will circularise training information to other councils.

- **Rubble Royalties to Land Owners & relevant Forms**

Action: District Council of Ceduna to circularise

1. Consent form for opening/operating a rubble pit that is to be signed off by the land owner.

- **Access Conditions for Permit Vehicles on EP**

Motion from December 2015 EPLGA Board Minutes as follows:-

485/15: Access Conditions to GML and HML Permit Vehicles – District Council of Lower Eyre Peninsula

Moved: Mayor Callaghan Seconded: Deputy Mayor Millard

That the Engineering & Works Committee, subject to approval of the committee, investigates the access conditions that apply to GML and HML permit vehicles travelling on the District Council roads of the Eyre Peninsula Local Government Association region, with a view to having a consistent policy and access conditions in place for the whole of the region. Furthermore, once the investigation is concluded, the results are brought back to the Eyre Peninsula Local Government Association Board for endorsement or further notice.

CARRIED

Engineering & Works Committee Meeting decision of February 2016

All present agreed:

Speeds of 70km - unsealed, 80km – sealed, 40km – local.

The wet weather condition was less suitable due to variances in road conditions when stipulating mm of rainfall therefore the following should apply:

RAV operators are required to inspect all unsealed routes which have received greater than 15mm of rain in the preceding 24 hours to ensure that the pavement will not be damaged by the RAV operation.

Operators may be liable for the cost of pavement repairs.

Recommendation to EPLGA Board as per the December 2015 EPLGA Board resolution:

Resolved:

That the Engineering & Works Committee recommends to the EPLGA Board the following in relation to access conditions for GML and HML permit vehicles on Council roads:

- 1. Restricted speed loaded or unloaded to 80kph on sealed council roads outside town limits.**
- 2. Restricted speed loaded or unloaded to 70kph on sealed council roads outside town limits.**
- 3. Restricted speed loaded or unloaded to 40kph within town limits.**
- 4. RAV operators are required to inspect all unsealed routes which have received greater than 15mm of rain in the preceding 24 hours to ensure that the pavement will not be damaged by the RAV operation.**

Operators may be liable for the cost of pavement repairs.

- **Emergency Management Exercise: Communications – LGA Circular 31.10**

District Council of Elliston raised whether it is possible to have such on EP. To make it worthwhile it was suggested to see if IResponda training could also be run in conjunction with the exercise.

Action: EPLGA Exec Officer to investigate whether an Emergency Management Exercise could be held on EP plus IResponda training.

- **Unsecure Loads**

District Council of Tumby Bay sought out how other Councils were addressing the issue in relation to Council vehicles.

- **Future Committee Meetings**

Resolved:

That the Engineering & Works Committee next meeting to be held at:

Wudinna on 1 December 2016 commencing at 9:30am and concluding at 12:30pm.

Further, it is requested that the Members of this committee meet as the first agenda item with the CEO's Committee commencing at 1pm (after a joint lunch) to discuss any outcomes/ recommendations with the CEO's prior to being tabled at the EPLGA Board meeting next day.

Action: EPLGA Exec Officer to seek the CEO's Committee position in relation to the request for a joint luncheon and joint sitting of the committees as the first agenda item on the CEO Committee agenda.

At Conclusion of the meeting:-

A tour of DC Franklin Harbour CWMS and other infrastructure was hosted by Darren Zechner.

Meeting Closed: 2:45pm