



STEERING COMMITTEE MEETING

MINUTES

01 SEPTEMBER 2023 at 10:00 am

Held at Unit 37 / 5 Keane Street, Midland

WSFN Office – 37/5 Keane Street MIDLAND 6056



We are here.

Parking Options

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First 2 hours are free, thereafter paid. Ensure parking ticket on dash.
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Minimum 2 hours

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1.0 OPENING – RECORD OF ATTENDANCE

The Chairperson of the Steering Committee opened the meeting at 10:10am and read the record of attendance.

1.1 Present

Cr Wayne Gibson	In Person	Chairperson – Voting Member	SRRG - Moora
Cr Grant Robins	In Person	Deputy Chair – Voting Member	SRRG - Lakes
Cr Rosemary Madacsi	Via Teams	Voting Member	SRRG - Avon
Cr Graham Broad	Via Teams	Voting Member	SRRG - Narrogin
Cr Darrel Hudson	In Person	Voting Member	SRRG – Kellerberrin
Cr Eileen O’Connell	In Person	Voting Member	SRRG – North East
Cr Des Hickey	In Person	Voting Member	SRRG - Roe
John Nuttall	In Person	Program Director	WSFN
Peter Hall	In Person	Program Manager	WSFN
Racelis Rose	In Person	Executive Officer	WSFN
Mohammad Siddiqui	Via Teams	Non-Voting Member	Main Roads WA
Alli Hunt	In person	Non-Voting Member	Main Roads WA
Mandy Walker	In Person	Non-Voting Member	Regional Development Australia Wheatbelt
Grant Arthur	Via Teams	Non-Voting	Wheatbelt Development Corporation

1.2 Apologies

Cr William Mulroney – Voting Member
Ian Duncan / Mark Bondietti - WALGA
Jacqui Early – Main Roads WA
Chris Sharples – Wheatbelt Development Corporation

1.3 Observers / Visitors

None.

2.0 DECLARATIONS OF INTERESTS (Financial / Impartiality / Proximity)

None.

3.0 CONFIRMATION OF PREVIOUS MINUTES OF MEETING

RESOLUTION SC2023/09-012

That the Minutes of the Steering Committee meeting held on 16 May 2023 be confirmed as a true and accurate record of the meeting.

MOVED: Cr Grant Robins

SECONDED: Cr Des Hickey

CARRIED: 7/0

4.0 VARIATIONS

Item 4.1	Variation – Shire of Narembeen to Shire of Dalwallinu
Date of Report	24 August 2023
Author	Mr Peter Hall – Program Manager
Attachments	Email from Manager Works & Services, Shire of Dalwallinu dated 01 August 2023
Senior Officer	Mr John Nuttall – Program Director

Background

In June 2023, the WSNF was notified by The Shire of Narembeen that the clearing permit required for the 23/24 works would not be released in time and the request was to defer these works 12 months. Narembeen will have no works in the WSNF year 5 - 2023 2024.

WSNF determined that the \$1.3M allowed in the PPR plus known available surplus should be programmed to be delivered.

Consultation

WSNF looked at the delivery plan for possible projects that could be brought forward. The Shires of Dalwallinu and Moora had projects that met WSNF requirements.

The Shire of Moora was unable to bring any work forward as they were at capacity and their development works were not yet complete.

The Shire of Dalwallinu proposed two projects.

Proposal

WSNF is looking at bringing forward the two projects proposed by The Shire of Dalwallinu as follows.

Road	Start	Finish	Length	Scope	Route	Budget
Bell	24.25	27.81	3.56	Polycor existing, import 200mm gravel, mix, compact and seal to 8m	Jurien Bay to Dalwallinu	\$856,180
Dalwallinu Kalannie	46.09	49.64	3.55	Extend Culverts, minimal clearing, widen pavement to 10m, import 150mm basecourse, wet mix, compact and two coat seal to 8m	Dowerin to Dalwallinu	\$802,300

Financial Implications

The two projects are expected to use approx. \$400,000 of the current surplus the rest will come from the reallocation of the Shire of Narembeen project funds.

Risk Assessment

If the WSFN does not commence utilisation of surplus funding then the 2026 existing fund acquittal given to Main Roads, the State and Federal governments will be in jeopardy.

Comment

Expending the funds, we have been provided with is vital in our goal to obtain future funding. Accordingly, when a Shire is unable to meet a commitment to undertake works in a particular year it is important that alternative projects are found to utilise the funds.

The matter was considered by the Technical Committee on 11 August 2023 and the following recommendations were made:

RESOLUTION SC2023/09-013

- A. That the Steering Committee approve the deferral of Narembeen project on the Narembeen Kondinin Rd at 8.2 slk for a value of \$267,697.
- B. That the two projects (Bell Road 24.25 to 27.81 and Dalwallinu Kalannie Road 46.09 to 49.64) be approved for construction in the 2023 2024 program. Total Value of \$1,658,480.
- C. Funding will come from the Narembeen deferral (\$1.3 million) and the balance of \$358,480 comes from the current surplus.

MOVED: **Cr Des Hickey**
SECONDED: **Cr Eileen O'Connell**
CARRIED: **7/0**

Item 4.2	Variation – Shire of Merredin
Date of Report	24 August 2023
Author	Mr Peter Hall – Program Manager
Attachments	a) Email from Allister Butcher dated 01 August 2023 b) Merredin/Narembeen Road Program Proposed Amendment 20230801
Senior Officer	Mr John Nuttall – Program Director

Background

The Shire of Merredin delivered the 20/21 program then during a review of future works discovered that the program needed some adjusting. There were sections that needed upgrading which were not on the program, and others had parts that were programmed for work but had not degraded as predicted by the original author.

WSFN allowed the Shire time to complete a full review and the new proposed program was approved by the Committees. There was at that time one stipulation and that was the budget impact had to be neutral. Unfortunately, the result of these changes was a disjointed program. The Shire of Merredin did not complete any works at the start of the Merredin-Narembeen Road in 2021 or 2022, but started works in Quarter 1 2023.

Consultation

No consultation was needed.

Proposal

Please see the PDF attachment *“Proposed Amendment to Shire of Merredin WSFN program”*

Financial Implications

There is a \$314,742 difference between expenditure as proposed in the original versus the new program and this will result in a surplus.

It needs to be remembered that the budget numbers were developed in Quarter 4 2021 and have not been adjusted since so some of the funds may be needed to cover escalation.

Risk Assessment

It is far better to have works of the same or similar nature completed at the same time reducing mobilisation, poor joins and presenting a single work site to the road user.

Comment

Merredin has delivered 95% of the 2021 works and are now in a break whilst the specialist contractors go to another client, recommencement of works is programmed for early September.

RESOLUTION SC2023/09-014

That the Merredin program revision, as presented be approved.

MOVED: **Cr Grant Robins**
SECONDED: **Cr Eileen O'Connell**
CARRIED: **7/0**

Councillor Rosemary Madacsi joined the meeting via Teams at 10:20am.

Item 4.3	Variation – Shire of Wandering
Date of Report	24 August 2023
Author	Mr Peter Hall – Program Manager
Attachments	Letter from the Shire of Wandering
Senior Officer	Mr John Nuttall – Program Director

Background

The Shire of Wandering are in year 2 of the development phase for works on North Bannister-Wandering Road. WSN had previously highlighted that this road would have some difficulties in achieving the WSN specs due to the large amount of vegetation on the road verge.

Consultation

During survey and design, it was discovered that the footprint would be hard to achieve due to vegetation and some water intersection diversion drains close to the edge of the road seal. Drainage was a concern as the culverts were identified to have ponding and had some structural damage evident.

Proposal

The Shire of Wandering are proposing to complete a preconstruction project with the view to reduce the time impact on the full construction crew and avoid trying to get too much completed in the same year.

The Shire of Wandering identified a package of works that would be able to be delivered in house and allow the construction works to proceed unimpeded.

Financial Implications

A project budget of **\$1,000,000** would need to be funded from the surplus funds in the holding account.

Risk Assessment

If these works do not go ahead, they will need to be completed next year and this would have the potential for any construction works to be pushed back 12 months as there would be not enough time to complete both.

The surplus funds need to be utilised by the end of 2026 for WSN to meet the obligations as advised to Main Roads, the State and Federal governments.

Comment

The matter was considered by the Technical Committee on 11 August 2023 and the following recommendations were made:

RESOLUTION SC2023/09-015

That the Shire of Wandering be granted the additional project of pre-construction works on the North Bannister – Wandering Road between 9.10 to 13.67 at a value of \$1,028,161.

MOVED: Cr Eileen O’Connell
SECONDED: Cr Darrell Hudson
CARRIED: 7/0

Item 4.4	Shire of Williams – York Williams Road
Date of Report	24 August 2023
Author	Mr Peter Hall – Program Manager
Attachments	<ul style="list-style-type: none"> • Letter from the Shire of Williams dated 11 May 2023 • Metro Count Traffic Executive Class Speed Matrix • Summary Crash History
Senior Officer	Mr John Nuttall – Program Director

Background

The York-Williams route was removed as part of the route rationalisation that occurred at some point in 2019/2020. The reasoning given was that the York-Williams Route was a duplication of state routes, i.e., Albany Highway, Great Southern Highway, and the Narrogin Williams Road.

A meeting was held with some affected LG's, the outcome of which York-Williams Route was removed, and more support given to North Bannister to Narrogin and Wandering to Aldersyde.

The Shire of Williams was not invited to that meeting and had no input in the decision. It became aware of the removal of the route during a presentation to a Wheatbelt South Regional Road Group. Since that time, the Shire has made several attempts for the reinstatement of part of the route, providing traffic counts and a detailed condition report.

The Technical Committee has considered this item previously and asked for more information that being traffic counts, agreement from Wandering and rationalisation against the route road selection criteria.

Consultation

Wandering has provided traffic counts and agreement for consideration to add the requested section of York-Williams.

Williams have provided traffic counts and a letter responding to selection criteria.

Financial Implications

It is anticipated that there will be Nil in the current funds.

Proposal

Williams' request is for the last 27km of the York - Williams. This section joins the WSNF route Wandering-Narrogin and the State route of Albany Highway.

WSNF proposes to add the section as requested and include in the upcoming MCA review, for the following reasons.

- The other sections of the York Williams do not meet the parallel criteria and have been agreed to be removed by all the impacted Shires, including York which then had no roads in the WSNF network.
- The only other path for RAV vehicles is through Narrogin who will not allow through town, the proposed bypass is decades away.

- Existing high counts of heavy traffic.
- Has High Crash history, indicating a large KSI

Risk Assessment

There is a risk that the other shires will request the addition of their section of the York Williams, however, this would require and review of the selection criteria and therefore they would receive a lower rating than the existing routes or roads.

Comment

Given the request has been outstanding for some time, the item needs to be resolved. It is the view of the PMT that no road should come off the network because once the WSN becomes a rolling program then with expedient management towards the end other roads will be added to the benefit of the Wheatbelt Region.

The matter was considered by the Technical Committee on 11 August 2023 and the following recommendations were made:

RESOLUTION SC2023/09-016

That the Steering Committee reinstate the section of York Williams Road into the WSN program as requested by the Shire of Williams.

MOVED: **Cr Grant Robins**
SECONDED: **Cr Eileen O'Connell**
CARRIED: **7/0**

5.0 MULTI CRITERIA ANALYSIS (MCA)

Item 5.1	MCA – Gravel Roads 2023
Date of Report	24 August 2023
Author	Mr Peter Hall – Program Manager
Attachments	MCA Analysis – June 2020
Senior Officer	Mr John Nuttall – Program Director

Background

The original route/road selection criteria were three as follows:

To provide guidance on identification of the proposed collector roads:

- Each route must connect to the Main Roads network,
- Each Sub-Group must identify no more than 10 collector routes,
- Parallel collector routes must be at least 20km apart.

A look at the map quickly demonstrates that this was not adhered to.

Further criteria were introduced, as follows:

- Listed on roads 2030.
- Regional Distributor that connects Regional Centres or a Regional Freight Depot
- Parallel routes not to be closer than 20km apart.
- Route not to duplicate or replace existing transport routes.
- Recent increases in Regional Freight

These were not adhered to either.

In June 2020, the Steering Committee approved two (2) further criteria, as follows:

- Routes with significant unsealed sections deems not to be eligible for Priority 1 listing and be given an “unsealed condition” rating of 1.
- Consideration be given to inclusion of number of Shires that each route transgresses into MCA criteria:
 - Ranking 1 = 1 Shire
 - Ranking 2 = 2 Shires
 - Ranking 3 = 3 Shires
 - Ranking 4 = 4 Shires
 - Ranking 5 = 5 or more Shires

Only one of these was completed and the route prioritisation adjusted.

Consultation

Nil

Proposal

Whilst routes with unsealed sections was not approved for Priority 1 listing in the MCA review, a discussion needs to be held on how the WSFN is going to treat gravel roads in the future for the following reasons:

- An unsealed route part or whole skews two of the five MCA assessment criteria. i.e., seal width and TSD
- The ARRB TSD equipment cannot assess gravel or unsealed roads.
- General consensus is that if a road in 2023 is not sealed yet, then it has a very low priority for the Shire and therefore WSFN should consider the same, with the potential for some exceptions.

Risk Assessment

The predominant risk is that the WSFN gives funding to a route or road that cannot be assessed on a level playing field.

Comment

Looking at the map structure north of Great Eastern Highway, the routes are structured and all except one route meets all the criteria. South of Great Eastern Highway is a very different story.

The matter was considered by the Technical Committee on 11 August 2023 and the following recommendations were made:

RESOLUTION SC2023/09-017

That all gravel roads to be given the following values in the MCA process:

- Seal width equals 1.
- TSD equals 1.

With all gravel roads to be flagged for further review.

MOVED: **Cr Grant Robins**
SECONDED: **Cr Des Hickey**
CARRIED: **7/0**

Item 5.2	MCA – KSI 2023
Date of Report	24 August 2023
Author	Mr Peter Halli – Program Manager
Attachments	Nil
Senior Officer	Mr John Nuttall – Program Director

Background

At the Technical Committee meeting in May, it was proposed to investigate the use of Main Roads Crash Maps and Road View to assess each section of road with a safety audit and give it a safety score instead of using Killed or Seriously Injured (KSI) which is a little random and may not have the road as a causal factor.

Consultation

Crash maps and discussion with Main Roads safety indicated that whilst the proposal was achievable, it would be very time consuming, and accuracy would be questionable due to view using a video and likelihood of missing items.

The Road View system, Main Roads Safety felt that the camera would not give the whole picture and items could be missed or misinterpreted, it was relying on the user having a good knowledge of the roads.

Per Sauer who constructed the original MCA took on board the perceived randomness of the KSI metric but said that the greater the amount of time that the statistics were available, and the road lengths being used start to have a negative impact on the randomness and the numbers become much more valid.

The latest available data is for 5 years, the first MCA had only 2 years of data.

It would be far easier to swap the KSI data new to old than rewrite the system for a different data source.

Proposal

The WSFN is proposing to swap the old KSI data for the new.

Financial Implications

Nil.

Risk Assessment

The time taken to implement a different system would put at risk the timely review of the MCA.

Comment

The matter was considered by the Technical Committee on 11 August 2023 and the following recommendations were made.

RESOLUTION SC2023/09-018

That the Steering Committee directs the WSFN to adopt the latest KSI data as appropriate data to use during the MCA review process.

MOVED: **Cr Des Hickey**
SECONDED: **Cr Darrell Hudson**
CARRIED: **7/0**

Item 5.3	MCA – Percentage (%) Weightings
Date of Report	24 August 2023
Author	Peter Hall – WSNF Program Manager
Attachments	Pracsys Technical Report
Senior Officer	Mr John Nuttall – WSNF Program Director

Background

Application of Weightings

The weightings applied to each set of MCA data must be reflective of the actual need for upgrade/repair works. At a high level, the need for the works stems from:

1. The current condition of the route and how far this is from an ideal standard.
2. How much the route will be utilised, primarily by heavy vehicles.

Anecdotal feedback to-date has been that heavy vehicles generally choose routes based on travel time, irrespective of road condition. The result being that particular routes will quickly deteriorate if they are not maintained to a high standard – at significant cost to the affected Local Government. As an initial base, it is therefore proposed that Condition and Utilisation categories collectively each receive equal weightings of 50%. This initial system is illustrated below:

Category	Suggested Category Weighting	Data Sets	Individual Weighting
Condition	50%	KSI Rate Seal Width Pavement Width TSD	To be developed (Sum to 50%)
Utilisation	50%	ADT EDA	To be developed (Sum to 50%)

Under this system, a highly utilised route in moderate condition may be prioritised over a route that is in poor condition but is seldomly used. In refining and finalising the MCA weightings, agreement will need to be reached on what weightings approach will achieve the best value-for-money considering the root causes of costs and the expected future utilisation of each route. (report PRACSYS).

The final percentages that were utilised for the original MCA are:

Criterion Weighting Calculation

Utilisation			Benefits			Condition		
50%			Importance Scores			50%		
ESA	Proportion	Final Weight	Productivity	Final Weight	Proportion	Underwidth		
70	70%	35%	50	25%	50%	55		
			Crash	14%	27%	KSI		
			25			30		
			Preservation	11%	23%	TSD		
			20			25		
			User Exp.					
			5					
ADT	30%	15%						
30								

Consultation

Pracsys developed the original MCA and provided a Technical Report – attached.

Proposal

That the Technical Committee review the existing percentage weightings and determine if they are still relevant or are required to be changed for the new MCA review.

If the determination is that they need to change, then the Technical Committee is requested to determine what they should be.

This action should be completed before the assessment data is entered so that there is no temptation to adjust the weightings to support a particular outcome.

Financial Implications

Nil impost is expected as the MCA is only relevant to prioritising future construction works.

Risk Assessment

The original MCA is 4 years old and will be 5 by the time the review is completed.

In that time, the 5-assessment metrics have increased, degraded, ground truthed and more accurate data is available, so this extra information should be included.

WSFN is making an application to commute towards a rolling program so demonstration of a review process is critical.

Comment

The Pracsys Technical Report is attached.

There was a significant discussion during the Technical Committee meeting regarding the appropriateness of the weightings to be applied during the MCA review process. The following point were made and considered when determining the correct weightings to be used:

- It was felt that utilisation weightings were appropriate at the levels already set and so did not need to change.
- It was felt that the total weighting should be increased in favour of utilisation - this was due to the program being designed to upgrade freight routes and so weighting should be given to regional distributor roads.
- Condition weightings did need to change as they were weighted heavily towards seal width.
- Significant discussion regarding how the condition weightings should look.
- It was felt that additional TSD data must be included in this new MCA review. This data would include rutting, cracking and roughness which would provide a more comprehensive report on road condition. Accordingly, with this new data it was felt the weighting towards TSD should be increased.
- It was felt that the KSI data could be reduced slightly. Although safety is a vital component there was a math error on the original weighting document. Additionally, there is several more years KSI information available which will improve this metric.
- It was felt that seal width is not a strong determining factor in why a road should be upgraded any more than the condition of the road. For this reason, it was proposed to reduce this metric.

The matter was considered by the Technical Committee on 11 August 2023 and the following recommendations were made:

RESOLUTION SC2023/09-019

That the Steering Committee adopt the following MCA Criterion Weighting calculations:

Utilisation			Benefits			Condition
60%			Importance Scores			40%
ESA	Proportion	Final Weight	Productivity	Final Weight	Proportion	Under width
70	70	35%	50	25%	50%	30
ADT 30	30	15	Crash	14%	27%	KSI 20
			Preservation	11%	23%	TSD 50
			User Exp			
			5			

Once the construction of a road has been agreed to be funded, the project cannot be withdrawn in favour of another road project due to an MCA change.

MOVED: Cr Grant Robins
SECONDED: Cr Des Hickey
CARRIED: 7/0

6.0 BASIS OF DESIGN

Item 6.0	Basis of Design - Pre-approved Asphalt Intersections
Date of Report	24 August 2023
Author	Mr Peter Halll – Program Manager
Attachments	Pre-approved Asphalt Intersections List
Senior Officer	Mr John Nuttall – Program Director

Background

An action item from the May 2023 Technical Committee Meeting was to build a List of Preapproved Intersections for variance in surface treatment.

Consultation

Nil

Proposal

WSFN has built the spreadsheet and it covers thus far only the current funded routes. Some intersections need to be ground trothed.

WSFN default position is *“Asphalt needs to be requested during the development phase for inclusion into the scope of Construction.”*

An intersection that currently has asphalt will generally receive approval unless it is demonstrated that the need for asphalt is no longer valid.

A discussion is sought to ensure that the spreadsheet is fit for purpose.

Risk Assessment

It was identified that intersections had previously been asphalted when it perhaps was not required, and a more robust system was needed to ensure that money is not spent without being valid.

Comment

The matter was considered by the Technical Committee on 11 August 2023 and the following recommendations were made:

RESOLUTION SC2023/09-020

That the Steering Committee endorses and approves the use and publication on the WSFN website Pre-approved Asphalt Intersection List.

MOVED: Cr Des Hickey
SECONDED: Cr Grant Robins
CARRIED: 7/0

7.0 EMPLOYMENT OF CASUAL STAFF

Item 7.0	Employment of Casual Staff
Date of Report	24 August 2023
Author	Mr John Nuttal – Program Director
Attachments	Nil
Senior Officer	Mr John Nuttall – Program Director

Background

One of the activities currently required of the Program Management Team (PMT) is to undertake 'ground truthing' of the whole of the WSNF route. This will ensure accurate information, allow for a thorough assessment of outstanding routes, and assist the current MCA review process.

An attempt was made by Program Manager Mr Peter Hall to undertake this pick up alone. This attempt proved dangerous (frequent stopping on high-speed roads, the need to enter data and review road conditions whilst in the vehicle and having no back up in case of any issue). Accordingly, the Program Director required this solo pick-up activity to cease for health and safety reasons.

This report requests the Steering Committee to approve the use of casual staff in order that a second person is in the vehicle and can assist with driving, review, and data entry.

Consultation

There has been discussion with Mr Raymond Griffiths (CEO, Shire of Kellerberrin). He requested any additional employment be authorised in advance by the Steering Committee.

Proposal

That approval be given to engage casual staff to assist with the manual pick-up of the WSNF road system.

Financial Implications

On current assessment there will be around 8 weeks work along with accommodation costs. Respectfully this amount is not large if it ensures the health and safety of WSNF staff.

It is not financially viable for the Program Director to assist and so be away from the office for the amount of time required.

Risk Assessment

There is significant safety risk should approval not be provided, and the work has to be undertaken alone.

Comment

Given the type of work involved, and the relatively short time over which it will be available the PMT have considered it will be potentially difficult and time consuming to fill the role. The work needs to be undertaken as soon as possible. For that reason, one of the options available is

to use family members who may be available for a short-term casual contract which would avoid the need for advertising.

Given the WSFN proximity to Local Government it is important that the Steering Committee are aware of, and comfortable with this possibility. Any employment will be by the Shire of Kellerberrin and will be approved by them prior to any final engagement.

RESOLUTION **SC2023/09-021**

- That the Steering Committee approve the use of casual staff to assist with the Route Pick-up to be undertaken, including where necessary the use of PMT family members or associations subject to final approval by the Shire of Kellerberrin.
- That WSFN to utilise the local government staff to work with the PMT as needed.

MOVED: **Cr Grant Robins**
SECONDED: **Cr Darrell Hudson**
CARRIED: **7/0**

<i>Action</i>	<i>WSFN to write to all the Shires and ask if WSFN can utilise their existing staff member to assist the PMT for casual / as needed work to be the second person in the vehicle.</i>
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8.0 STEERING COMMITTEE MEMBERSHIP

Item 8.0	Steering Committee Membership
Date of Report	24 August 2023
Author	Mr John Nuttall -Program Director
Attachments	Nil
Senior Officer	Mr John Nuttall – Program Director

Background

The Steering Committee is filled via each Sub Regional Road Group (SRRG) providing a member and a proxy.

Consultation

Nil.

Proposal

That correspondence be sent to each Sub Regional Road Group reminding them about the process for electing their WSNF Steering Committee and Technical Committee representatives and proxies. Additionally, the Program Director seek an invitation to each Sub Regional Road Group to attend their first meeting following the council elections in order to highlight the work of the WSNF and the need for members to be appointed to the committees.

Financial Implications

Nil – as a result of this report – the costs of the Steering Committee and Technical Committee are built into the Program Management costs.

Risk Assessment

There is a risk if the Steering Committee and Technical Committee membership is not full that the wide range of views, skills and knowledge anticipated to be offered by the committees will not be available.

Comment

It is vital that the Steering and Technical Committee have a full membership, and proxies to cover for members absence. As there have been some vacancies (on the Technical Committee) for a little time and with the upcoming Council elections (which will mean all committee memberships lapse and are to be refilled), it is an opportune time to correspond with all Sub Regional Road Groups and ensure that all positions are filled.

RESOLUTION SC2023/09-022

That the Steering Committee note the information provided.

MOVED: Cr Darrell Hudson
SECONDED: Cr Des Hickey
CARRIED: 7/0

9.0 CONTRACTOR PRICE RISE

Item 9.0	Contractor Price Rise
Date of Report	24 August 2023
Author	Mr John Nuttall -Program Director
Attachments	Emails from Nelgara Pty Ltd.
Senior Officer	Mr John Nuttall – Program Director

Background

Notification has been received (see emails) that Nelgara Pty Ltd wish to increase the hourly rate that the WSFN is charged to use Mr Colin Taylor.

The committee will see in the emails the exchange in relation to the rate and start date of any change.

Consultation

Nil apart from the emails as presented.

Proposal

That the Steering Committee determine what price increase they are prepared to support.

Financial Implications

The implications will depend upon what rate is agreed by the committee, but there will of course be an increase to the budget expenditure.

Risk Assessment

There is a risk that if the Committee do not agree to any rate rise that Mr Taylor will no longer be contracted to the WSFN by Nelgara Pty Ltd.

Comment

The Committee will see, in the exchange that occurred, the initial thoughts of the PMT regarding the proposal and the way it was presented. Notwithstanding, it is recommended that the Steering Committee agree to an increase to ensure the WSFN maintains its access to Mr Taylor. The amount to be determined by the Committee.

RESOLUTION SC2023/09-023

1. That an hourly rate of **\$255.00** be agreed with Nelgara Pty Ltd to engage Mr Colin Taylor.
2. That the Program Director communicate the agreed rate to Nelgara Pty Ltd and be authorised to sign any documentation required to effect the change.

MOVED: Cr Grant Robins
SECONDED: Cr Eileen O'Connell
CARRIED: 7/0

10.0 FINANCIAL OVERVIEW

Title	Financial Report
Date of Report	24 August 2023
Author	Mr John Nuttal – Program Director
Attachments	Financial Reports – August 2023
Senior Officer	Mr John Nuttall – Program Director

Background

The Steering Committee has requested the Program Management Team (PMT) provide a financial progress report each meeting.

Consultation

Nil

Proposal

The Steering Committee receive the financial progress reports.

Financial Implications

Nil

Risk Assessment

Nil

Comment

Nil

RESOLUTION SC2023/09-024

That the Steering Committee receive the attached progress reports.

MOVED: Cr Des Hickey
SECONDED: Cr Darrell Hudson
CARRIED: 7/0

11.0 DISCUSSION POINTS

11.1 Escalation (Attached - WSNF Budget Variation Procedure)

11.2 Program Director's KPI's – If the members of the Steering Committee can send their KPI's / thoughts / etc., to the Program Director so that it can be presented at the next Steering Committee meeting of 20 October 2023.

11.3 General Business

- Program Director is heading off to Canberra from 04 to 08 September to attend the National Local Roads, Transport & Infrastructure Congress. While in Canberra PD has organised a few meetings with the government officials to promote the works of WSNF, discuss matters relating to roads funding, structure etc.
- Program Director suggested for the Steering Committee to review the Technical Committee voting process to give way to the experienced contractors who are attending the TC meetings, they are being asked regarding technical matters but unable to vote on recommendations.
- Program Director is on leave of absence from 27 September to 08 October
- Cr Gibson thanked Ms Mandy Walker for organising the meeting with Rick Wilson to discuss road/infrastructure/funding matters.
- The members of the Steering Committee through WSNF thank the services and contribution of Ms Alli Hunt who will no longer be involved with the WSNF; and instead, Ms Jacqui Early will be taking her place.

12.0 SCHEDULE OF NEXT MEETING

The next Steering Committee meeting will be held on FRIDAY 20 OCTOBER 2023 at 10:00am.

13.0 CLOSURE

There being no further business to discuss, the Chairperson closed the meeting at 12:33 pm.