



WSFN
WHEATBELT SECONDARY
FREIGHT NETWORK

TECHNICAL COMMITTEE MEETING

MINUTES

02 May 2023 at 10:00 am

Held at Unit 37 / 5 Keane Street, Midland



We are here

Parking Options

1. Limited parking directly outside the office
First 2 hours are free, thereafter paid. Ensure parking ticket on dash
2. Midland Gate Shopping Centre
Free parking - over 3,000 spaces – no limit noted on website
3. Stafford Street (search Quest Midland, parking at back of hotel)
Minimum 2 hours
4. Victoria Street (search Midland IGA)
Minimum 2 hours

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1.0 OPENING – RECORD OF ATTENDANCE

The Chairperson of the Technical Committee opened the meeting at 10:09 am and read the record of attendance.

1.1 Present:

John Nuttall	Program Director – Non-Voting	WSFN Chairperson
Peter Hall	Program Manager – Non-Voting	WSFN
Racelis Rose	Executive Officer	WSFN
Craig Robertson	Voting Member	Kellerberrin Subgroup
Judd Hobson	Voting Member	Lakes Subgroup
David Holland	Voting Member	Roe Subgroup
Gary Sherry	Voting Member (via MS Teams)	Shire of Brookton
Allistair Butcher	Non-Voting Member	Moora Subgroup
Rod Munns	Non-Voting Member	Northeast Subgroup
Allison Hunt	Local Government Interface Manager – Non-Voting	Main Roads WA

1.2 Apologies

- Geoff McKeown -Shire of Williams

1.3 Observers / Visitors / MS Teams Attendees

2.0 DECLARATIONS OF INTERESTS (Financial / Impartiality / Proximity)

Craig Robertson submitted a Conflict of Interest (Impartiality) in reference to Item 6.2 – Cunderdin Variation Report as he is an employee of the Shire of Cunderdin.

Judd Hobson submitted a Conflict of Interest (Indirect Financial) in reference to Item 6.0 – Kulin Asphalt Variation as he is an employee of the Shire of Kulin.

3.0 CONFIRMATION OF PREVIOUS MINUTES OF MEETING

Before the Confirmation of Previous Minutes of 06 February 2023 was voted, the following to be modified in the minutes:

- Item 4a – Kulin - partial approval on the variation was given – total increase amount of \$180,500.
- Marc Bennett should have been registered as a Voting Member.

That the Minutes of the Technical Committee meeting held on **06 February 2023** be confirmed as a true and accurate record of the meeting with the above amendments:

RESOLUTION: TC2023/05-001

MOVED: Gary Sherry

SECONDED: David Holland

CARRIED: 4/0

4.0 CLEARING PERMITS

Item No.4.1	Clearing Permits
Date of Report	24 April 2023
Author	John Nuttall, Program Director
Attachments	<ul style="list-style-type: none">• Email from Stantec - Peter Tapsell to John Nuttall• Email from Ecological Australia dated 21 April 2023• Email from Ecoscape dated 11 April 2023• Email from Ecoedge dated 21 April 2023
Senior Officer	Mr John Nuttall – Program Director

Background:

The WSNF was requested to assist Shires who have been having significant difficulties relating to the obtaining of Clearing Permits, including the cost and the conditions attached. As a result, contact was made with WALGA who undertook an expression of interest exercise seeking those organisations who have the requisite skills and willingness to help Local Governments negotiate the difficulties.

Subsequently all of those who expressed an interest were spoken to and an email requesting information that can be used by the Shires to seek their assistance should this be required.

Consultation:

A number of organisations responded to the WALGA expression of interest and provided contact information. These organisations have subsequently been contacted to provide certain information to assist the Shires to obtain assistance should they require it.

Proposal:

It is proposed that John Nuttall prepare a document to be provided to each Local Government with the details provided by the interested contractors in the hope that this is of assistance to them at any time they need help with Clearing Permits.

Financial Implications:

Nil for the WSNF

The information provided will assist the Shires to determine the financial implications for them should they require assistance.

Risk Assessment:

There is a risk of projects stalling and/or failing should it not be possible for clearing permits to be obtained more swiftly than is currently happening. Additionally, the onerous conditions being imposed – often for years ahead – again make it extremely difficult for Shires to be able to proceed with works.

Comment:

Despite a reasonable response when the WALGA expression of interest was released and follow up calls to each of those organisations to ensure their interest in working with Wheatbelt Local Governments, there were only four (4) responses made to the email requesting details of price and

what could be offered. However, this small group are willing to work with the Local Governments and so their details and information will be provided to them.

ACTION:

WSFN to send the contractors list to each of the Shire so that their projects can be completed, this information will also be available on the WSFN website once it is up and running.

RESOLUTION TC2023/05-002

That the information be received.

MOVED: Judd Hobson
SECONDED: Craig Robertson
CARRIED: 4/0

5.0 WSNF USE OF ASPHALT

Item 5.1	Basis of Design – Asphalt Surfacing of Intersections
Date of Report	20 April 2023
Author	Peter Hall
Attachments	Main Roads surface types and treatments
Senior Officer	Mr John Nuttall – Program Director

Background:

Following a request made by the Shire of Kulin to asphalt an intersection, the Technical Committee discussion went back to the Basis of Design to see if there were any guidelines to trigger or suggest when a change in surface treatments would be recommended. None was available, and the result was that more research was needed and some parameters to be determined by the Technical Committee.

Consultation:

The Program Management Team has researched the Main Roads guidelines and discussed with SME's to determine if any existing triggers were available, The outcome is in dot point below:

- No definitive triggers exist,
- An assessment of conditions on a case-by-case basis
 - Traffic Counts predominantly RAV
 - Horizontal and Vertical alignments
 - Swept paths of RAV's
 - Existing surface damage
 - Current maintenance impost
- Two options have been identified and have pluses and minuses.
 - Assess existing intersection prior to upgrade and determine at the scope review if asphalt is warranted,
 - Plus – damage to old surface can be assessed.
 - Plus – Shire can program asphalt during construction if approved.
 - Minus – Seal under asphalt could have volatiles that effect the asphalt layer.
 - Minus – risk that the Asphalt contractor applies an emulsion “tack coat” rather than a seal, this option is better than nothing but rarely achieves the desired goal of a waterproof membrane. NB: Basis of Design stipulates a seal.
 - Assess intersection post upgrade and then determine if asphalt is warranted.
 - Plus – upgrade will change the swept paths and damage to new may not be as great.
 - Plus – seal has a chance to settle prior to any asphaltic layer being applied.
 - Neutral – Upgrade may allow RAV's to navigate the intersection at a greater velocity increasing the surface stress.
 - Minus – extra costs might be incurred in mobilisation.

Proposal:

Assessment on a case-by-case basis is the industry standard.

The assessment, triggered by a request from the shire during development or scope review to asphalt an intersection would seem the most appropriate.

A combination of Pre and post assessment being the most comprehensive and complete.

An intersection designed by a consultant or engineering company recommending asphalt would need to provide reasoning and evidence for the surface treatment proposed.

An item added to the Basis of Design outlining these points as suggested below:

Surface treatment types and triggers

Seal

- All intersections to have this as a minimum as per item 4.5 Basis of Design

Asphalt

- Assessment for asphalt triggered during development or scope review by Shire request.
- Pre and/or Post upgrade review undertaken with consideration to the following.
 - Traffic Counts predominantly RAV
 - Horizontal and Vertical alignments
 - Swept paths of RAV's
 - Existing surface damage
 - Current maintenance impost

Deep lift Asphalt

- No intersections in the Wheatbelt would be considered for this treatment.

Financial Implications:

Nil implication as a result of this report, however future decisions relating to the use of asphalt would have budget implications.

Risk Assessment:

There is a risk of an inconsistent approach and decisions regarding the use of asphalt as a surface treatment if this item is not resolved.

Pre-assessment

Comment:

Intersections have been over treated in the past when there has been little to no review process undertaken. This will bring a better rigour to the process.

ACTION

It was suggested that the WSN Program Manager come up with a list of intersections that needs asphalt by looking at the map.

RESOLUTION TC2023/05-003

That the Technical Committee recommend:

The following be added to the Basis of Design document.

Surface treatment types and triggers

Seal

- All intersections to have this as a minimum as per item 4.5 Basis of Design

Asphalt

- Assessment for asphalt triggered during development or scope review by Shire request.
- Pre and/or Post upgrade review undertaken with consideration to the following.
 - Traffic Counts predominantly RAV
 - Horizontal and Vertical alignments
 - Swept paths of RAV's
 - Existing surface damage
 - Current maintenance impost

Deep lift Asphalt

- No intersections in the Wheatbelt would be considered for this treatment.

ACTION:

Pre-approved list to be added as an Appendix to the Basis of Design

MOVED: Craig Robertson
SECONDED: David Holland
CARRIED: 4/0

6.0 VARIATIONS

Before this item was discussed Judd Hobson left the meeting room at 11:15 am.

Item No. 6.1	Kulin Asphalt Variation
Date of Report	20 April 2023
Author	Peter Hall
Attachments	Photos, request, budget overview email, traffic counts.
Senior Officer	Mr John Nuttall – Program Director

Judd Hobson submitted a Conflict of Interest (Indirect Financial) in reference to Item 6.0 – Kulin Asphalt Variation as he is an employee of the Shire of Kulin.

Background:

Kulin requested a variation to modify the surface treatment of two intersections on the Rabbit proof fence Rd with Stock Rd and the 101 gate Rd and for uniformity the short section in between. The last Technical Committee meeting held 6 February 2023 the Technical Committee looked at the Basis of Design and discovered that no specific trigger was identified that succinctly provided guidance as to when a different treatment was appropriate. The Technical Committee requested extra information namely Traffic counts and research into industry best practice adopting a wait and see approach to the variation request from Kulin.

Consultation:

Kulin supplied the traffic counts requested and photographic evidence of the intersections. Traffic counts was also supplied by Wickopin who control Stock Rd.

Proposal:

Kulin has requested the Technical Committee reconsider the variation to asphalt the intersections at the two locations.

Financial Implications:

Kulin has advised that the works can be achieved within the original budget handing back the previously approved variation of \$180K for seal cost increases due to savings made in the delivery of the project.

The seal increase was absorbed by the original contingency and the asphalt works will be completed with the remainder of the contingency.

Risk Assessment:

Kulin was requested to try a 7mm interlock dry rack at the intersections as this option had been successful in the past.

The photos show limited success in this instance.

Not asphaltting could potentially leave Kulin with an ongoing maintenance issue until either the seal settles down or it gets to a point where asphalt is enforced.

Comment:

Item 6.1 will have an impact on the outcome of this item.

Discussion regarding the merits of the use of asphalt on these intersections is invited.

For those reasons it is not possible to provide a definitive recommendation.

As per the recommendation in the Basis of Design, The PMT has completed a desktop assessment of the intersections.

- Traffic Counts predominantly RAV- have been supplied by Kulin for assessment.
- Horizontal and Vertical alignments
 - There is a slight “S” bend north of the 101-gate road however sight distance is greater than 300m, South of Stock Road is a straight with excellent visibility.
 - The terrain in this area is predominantly flat. Stock has a decline approach to the RPF rd there are rumble strips and traffic has gone through the intersection in the past.
 - There are some large trees and vegetation which does have an influence on traffic to slow before proceeding.
- Swept paths of RAV’s
 - Stock Road is not square to the Rabbit proof fence rather it has an approximate 5+degree skew south, this means RAV’s turning south onto the RPF rd has a tighter radius, this is the same for North bound traffic turning left onto Stock. The resultant action increases frictional stress on the surfacing.
 - The upgrade has improved the swept paths but also allows for faster negotiation of the turn.
- Existing surface damage
 - The photos show damage to the surfacing after approx. 3 weeks.
- Current maintenance impost
 - The intersection was completed mid-March and so it has not yet gone through a hot summer.
 - Current maintenance nil to low

RESOLUTION TC2023/05-004

That the Shire of Kulin request for asphalt be approved.

Variation of 22/23 project, request to asphalt intersections of 101 gate (8.86) and Stock rd (9.04) with Rabbit Proof fence rd, quoted at \$89,116 ex GST nil variance to the approved budget required.

MOVED: Craig Robertson
SECONDED: David Holland
CARRIED: 4/0

Judd Hobson returned to the meeting at 11:41 am and was informed of the outcome of the Resolution.

Item No. 6.2	Cunderdin Variation Request
Date of Report	24 April 2023
Author	Peter Hall – Program Manager
Attachments	Various
Senior Officer	Mr John Nuttall – Program Director

Craig Robertson submitted a Conflict of Interest (Impartiality) in reference to Item 6.2 – Cunderdin Variation Report as he is an employee of the Shire of Cunderdin.

Background:

The Shire of Cunderdin has over a number of years questioned the MCA priority of the Quairading Rd vs the Koorda Rd within the Cunderdin boundary.

WSFN MCA approach is to assess the Route from terminus to terminus as a whole.

The Quairading Rd route #13 being from Cunderdin to Quairading

The Koorda route #9 being from Cunderdin to Koorda through Wyalkatchem.

Consultation:

Cunderdin has reviewed the MCA to determine why it seems anomalous and provided updated information.

Cunderdin has requested impact agreement from the Shires of Quairading and Wyalkatchem.

Proposal:

Cunderdin are proposing to swap their priority 2 section of Cunderdin Koorda route with their priority 3 section of the Cunderdin Quairading route.

Financial Implications:

As there is no cost comparison available it is not possible to say for certain what financial impact there would be.

It is presumed that it would be minimal.

Risk Assessment:

The potential risk is that if an unsupported and well evidenced request is granted, it would then be open for every shire to make a request contrary to the MCA prioritisation.

Comment:

It is believed that, as well as determining what additional evidence the Technical Committee might wish to see in order to properly resolve Cunderdin’s request, It is also an opportune time to open a discussion about the MCA.

RESOLUTION TC2023/05-005

That the Technical Committee has determined the evidence to be presented by the applicant to allow the request to change the order in the MCA for consideration would be as follows.

- (1) Is there any impact on the delivery of the route/roads? Could be combined with point 2 which is an expanded version of point 1.*
- (2) Outline of the delivery program, to determine; financial, timing, completion, stakeholder, aesthetic impacts.*
- (3) Further and more complex assessment of the relevant roads including the following data.*
 - a. Visual assessment by WSFN on the conditions of the road/route,*

- b. *TSD extra information brought to the table.*
 - i. *roughness,*
 - ii. *cracking,*
 - iii. *rutting.*
 - c. *RAMM data road index*
- (4) *Safety audit/assessment to be using the Roads view vs Crash Map assessment to produce a safety score.*

MOVED: David Holland
SECONDED: Gary Sherry
CARRIED: 4/0

7.0 WSNF- ACTION REGISTER

Item No. 7.1	Technical Committee - Action Register
Date of Report	24 April 2023
Author	John Nuttall
Attachments	Action Register
Senior Officer	Mr John Nuttall – Program Director

Background:

Over the years that the Technical Committee has been in existence there have been a number of requests made to the Program Team. It was determined that in order to keep track of these requests, and to allow the committee to see what follow up work is being undertaken relating to the requests, that an Action Register be devised.

Attached is the current version, although it is acknowledged that there may be some things that have not made the list given their age. Any items that the committee are aware have been missed can be raised and added during the course of the meeting.

Comment:

The register has been marked with items which are complete (they will then be removed from the register), items which are ongoing (and we will be able to answer any questions) and items that we are uncertain about (and can be discussed and dealt with appropriately).

Consultation:

At this stage the register has been discussed among the PMT - but it will be open for comment by the Technical Committee during the meeting.

Proposal:

That the register be used as an ongoing way of tracking actions against requests

Financial Implications:

None from the preparation and use of the register, but there may be related to some of the actions that are raised by the committee.

Risk Assessment:

There is a risk that actions will be missed should this register not be used. Additionally, it is good governance for the PMT to report back to the committee on the status of action requests.

RESOLUTION TC2023/05-006

That the Technical Committee Action Register be received.

MOVED: Judd Hobson
SECONDED: Craig Robertson
CARRIED: 4/0

8.0 DISCUSSION- INCREASED DEFERRALS

- There are Shires who have deferred their projects for up to 2 years because of circumstances, they are struggling to get these projects off the ground. The Technical Committee is trying to assess how we can assist these Shires who are deferring their projects. One Shire deferred their projects for 2 years and was given an ultimatum to complete their projects.
- The Shires who participate in this program are provided a letter of pre-approved funding to ensure that their projects go into their budget. WSFN has no jurisdiction on any of the Shires to push them to initiate and complete their projects but rather ask how we can assist to get their projects started. The Technical Committee has provided the Shires the Basis of Design and if the project is not initiated, then the funds cannot be released. The WSFN is a catalyst in facilitating routes/road projects to ensure that these projects are funded/initiated/completed. Criteria should be sent to any Shire who defer their projects after the funding has been released and that their current and next year's funding will be at risk if projects are not completed.
- Through the Steering Committee, WSFN needs a time frame to pull funding from Shires who defer their projects for two years or more.
- WSFN Technical Committee should provide a Project Summary to all the Shires before the budget gets approve. According to MRWA, as of April 2023 there is 25% of projects that are to be carried over.
- It was suggested that WSFN talk to the Shires who are deferring their projects and have not started on their projects and were already given the funding to do so. Separately, the WALGA President sent an email to all the Shires that a threat to cut on funding their projects is imminent.
- The Technical Committee was informed that the website is currently being developed and will advise as soon as it is completed.
- The Technical Committee were advised that if they would like an agenda item to be included in the meeting, all they need to do is email the PMT (Program Director/Program Manager) and this will be included in each meeting.

9.0 DISCUSSION – BUDGET CONFIGURATION

Most of the discussions for Item 9.0 was conducted in Item 6.0 Variations. No further discussions took.

10.0 CLOSURE

There being no further business to discuss, the Chairperson closed the meeting at 12:32pm.