



TECHNICAL COMMITTEE MEETING

MINUTES

19 January 2024 at 10:00 am

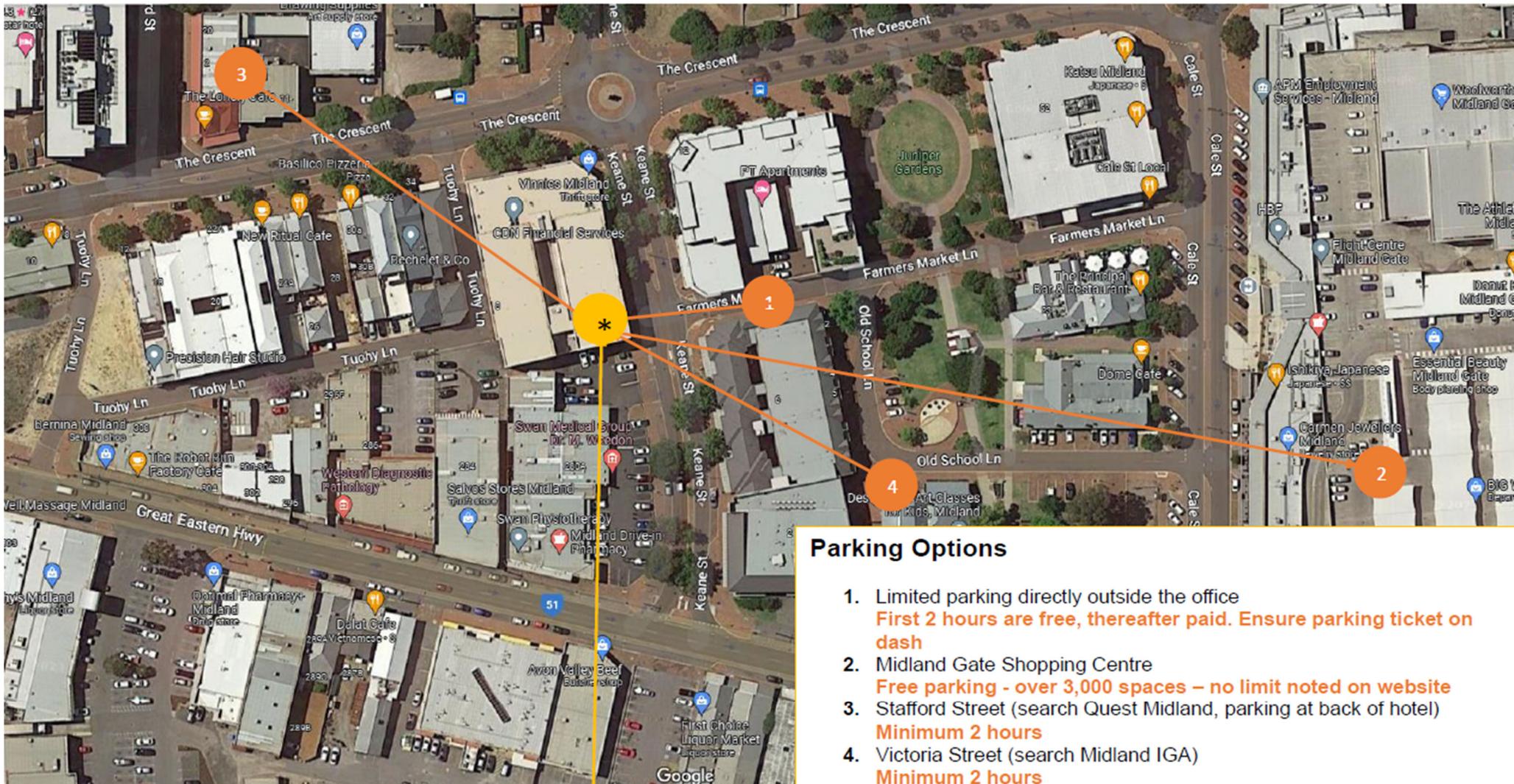
TECHNICAL COMMITTEE MEETING

19 JANUARY 2024

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WSFN Office – 37/5 Keane Street MIDLAND 6056



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

We are here

1.0 OPENING – RECORD OF ATTENDANCE

The Chairperson of the Technical Committee opened the meeting at 10:05am, welcomed everyone and read the record of attendance.

1.1 Invited Attendees:

W S F N

John Nuttall – Program Director
Peter Hall – Program Manager
Racelis Rose – Executive Officer

SRRG – Avon

Paul Devcic / Charles Sullivan (P)

SRRG – Hotham-Dale

Mike Hudson / Karl Mickle (P)

SRRG – Kellerberrin

Stuart Hobley / Raymond Griffiths (P)

SRRG – Lakes

SRRG – Moora

Vanessa Crispe / Allister Butcher (P)

SRRG – Narrogin

Torre Evans / Vin Fordham Lamont (P)

SRRG – Northeast

Glen Brigg / Rod Munns (P)

SRRG – Roe

Dave Holland / Mark Burgess (P)

Main Roads WA

Jacqui Early

Present:

John Nuttall	Program Director	Chairperson
Peter Hall	Program Manager	
Racelis Rose	Executive Officer	
Paul Devcic / Charles Sullivan	Voting Member	SRRG - Avon
Mike Hudson	Voting Member	SRRG - Hotham-Dale
	Voting Member	SRRG - Kellerberrin
	Voting Member	SRRG - Lakes
Vanessa Crispe	Voting Member	SRRG - Moora
Vin Fordham Lamont	Voting Member	SRRG - Narrogin
Glen Brigg Rod Munns (Via Teams)	Voting Member	SRRG -Northeast
Mark Burgess	Voting Member	SRRG - Roe
Jacqui Early	Business Services Officer – Wheatbelt Region (Narrogin)	MRWA Representative

Apologies:

Torre Evans – SRRG Narrogin
Dave Holland – SRRG Roe

Stuart Hobley – SRRG - Kellerberrin
Raymond Griffiths – SRRG - Kellerberrin

1.2 Observers / Visitors

None

2.0 DECLARATIONS OF INTERESTS (Financial / Impartiality / Proximity)

Allister Butcher submitted a Declaration of Interest form for Item No. 6F – Shire of Dumbleyung - Project Assessment 24/25. Allister Butcher is currently working for the Shire of Dumbleyung.

Rod Munns submitted a Declaration of Interest for the following items:

- 6B Shire of Cuballing – Project Assessment 24/25
- 6M Shire of Nungarin – Project Assessment 24/25

Rod Munns is currently working for the Shire of Cuballing and Shire of Nungarin

3.0 CONFIRMATION OF PREVIOUS MINUTES OF MEETING – 13 OCTOBER 2023

RESOLUTION TC2024/01-22

That the Minutes of the Technical Committee meeting held on 13 October 2023 be confirmed as a true and accurate record of the meeting.

MOVED: Glen Brigg
SECONDED: Vanessa Cripe
CARRIED: 6/0

4.0 STANDARDISED BUDGET ESTIMATE DOCUMENTS

Title	Standardised Budget Estimate Documents
Date of Report	11 January 2024
Author	Mr John Nuttall – Program Director
Attachments	<ul style="list-style-type: none">• Project Scope Identification form• Project Summary• WSFN Cost Estimate template (available on the website)
Senior Officer	Mr John Nuttall – Program Director

Background:

The PMT have now embarked on the process of a more detailed review of each proposed budget in advance of it being considered by the Technical Committee and the Steering Committee. This will allow the committees to undertake a thorough assessment of each proposed budget allowing for appropriate financial considerations, pertinent questions to be asked in advance of committee decisions and will hopefully ensure sound financial responsibility and management of the fund.

Presented at this meeting are separate budget requests for various Shires relating to 2024/25. Committee members will see that different documentation has been provided by works managers/contractors relating to their proposed budget. This has made the assessment process difficult for the PMT as there has been no standardised document to assess. Accordingly, it is recommended by this item that a single budget document be used by all shires for the WSFN.

Consultation:

There have been lengthy discussions within the PMT regarding the best standard documents to use.

Proposal:

It is proposed that the following documents be required to be completed by each shire when providing budget request information:

- Project Scope Identification Form (attached)
- Project Summary (attached)
- WSFN Cost estimate template (available on the website)

Financial Implications:

There are none from this item.

Risk Assessment:

Hopefully, standard documents will allow easier and more robust assessment which will reduce future risk of variations.

Comment:

The PMT are not suggesting the chosen documents are any better than others which have been used by Shires. However, using the proposed forms will ensure the following:

- Standardised provision of information
- Cost Estimate document requires the shire to provide all the information WSNF requires.
- Cost Estimate document is prepared in such a way as to ensure each shire has properly thought about and calculated some areas which have caused issues in the past (such as water usage, cartage rates etc)
- As the documents are owned and controlled by WSNF the PMT can ensure version control of the documents being used each time.

RESOLUTION **TC2024/01-23**

That the Technical Committee recommend to the Steering Committee the following documents be adopted and required to be provided for future budget requests:

- Project Scope Identification Form
- Project Summary
- WSNF Cost estimate template.

MOVED: Paul Devcic
SECONDED: Vin Fordham Lamont
CARRIED: 6/0

5.0 SHIRE OF DANDARAGAN – REQUEST FOR ASPHALT

Title	Dandaragan request for Asphalt
Date of Report	11 January 2024
Author	Mr Peter Hall and Mr Brad Pepper
Attachments	<ul style="list-style-type: none">• Traffic Count• Dandaragan area map and images
Senior Officer	Mr John Nuttall – Program Director

Background:

Dandaragan upgraded the intersection and pavement either side in 2022-2023, the previous seal was old and was withstanding turning movements. The intersection is access to the waste refuse site and incurs a reasonable volume of truck turning movements, the new seal is not handling the load very well.

Dandaragan is reporting an increase in truck traffic from the east to the refuse site of unknown origin.

Dandaragan did not consider this intersection for asphalt in the first place because it was mainly light vehicles, and the original seal was unharmed.

Consultation:

Dandaragan reviewed the approved intersection register and after consultation with the WSN they have provided traffic counts and photos.

Proposal:

Dandaragan requests that they be allowed to Asphalt the intersection and will action this item early in 2024.

Financial Implications:

Dandaragan has identified that there are enough funds within the project budget to accommodate these works.

An existing rate of \$35/m² and an area of 1200m² which includes a slip lane and turning pockets at an estimated \$50,000.

Risk Assessment:

If these works are not undertaken Dandaragan will face ongoing maintenance costs.

Comment:

Nil.

RESOLUTION **TC2024/01-24**

That the Technical Committee recommends that the Steering Committee approves the asphalt of the Jurien East / Canover intersection.

MOVED: Mark Burgess
SECONDED: Glen Brigg
CARRIED: 6/0

6 0 PROJECT ASSESSMENTS 2024 - 2025

6 A	Shire of Brookton 2024-2025 project estimate and scope
Date of Report	11 January 2024
Author	Mr Peter Hall – Program Manager
Attachments	Estimate, Project Scope Identification form, Project Summary
Senior Officer	Mr John Nuttall – Program Director

Background:

WSFN requires a complete estimate and full scope review of the next financial years project to be submitted by end of September.

This year, the Technical Committee will have greater exposure and input into the project review process. 3 documents will be provided and the WSFN requests that these also be assessed to see if they are suitable, or the format changed to suit the Technical Committee requirements. This is year 1 for this process and refinement is expected.

The Program Management Team has conducted a review of each project's documents for completion and or obvious anomalies, the Program Management Team review should **not** be regarded as complete nor exhaustive and each Technical Committee member should satisfy themselves that the project is viable, reasonably costed and the scope is compliant to WSFN design criteria nor going to be far above and beyond the design criteria or intent of the WSFN.

Consultation:

The Program Management Team reviewed and if required asked for extra documentation and or refinement of the estimate and scope. A project summary with some basic information for ease of access was also developed.

Proposal:

That the scope and estimate are reviewed all questions and concerns are expressed. The goal is that the Technical Committee is confident that the projects are in keeping with the WSFN modus operandi.

If questions are posed, cannot be answered, or reconciled then the request will be given to the relevant Shire with appropriate time for response given.

Fortuitously, the stage that the WSFN is at and the delay of the 2023-2024 PPR has given adequate time for this process to occur, quick decisions are not needed as in previous years. There is ample time for this process to be complete.

Financial Implications:

Approval or recommendation of a project that is not adequately reviewed and assessed could mean that excessive variations are incurred, or excess funds are tied up unnecessarily that could be better used on other projects in other shires.

Risk Assessment:

The goal is to provide reasonable documentation that allows the WSFN committees to make an informed decision on each project, to not do so means that another shire may not get funding.

Comment:

This process is probably how the Committee's should have been acting from the start, however in year 5 of the WSFN the review process is now in its infancy and a very steep learning curve is anticipated. The success or failure will depend on the commitment of the committee members. Perhaps this assessment by the Technical Committee should commence prior to Christmas.

RESOLUTION **TC2024/01-25**

That the Technical Committee recommends that the Shire of Brookton obtain a Geotechnical report prior to the budget being approved.

MOVED: Mark Burgess
SECONDED: Paul Devcic
CARRIED: 6/0

Before Item 6B was discussed, Rod Munns was muted from Teams at 11:17am.

Rod Munns submitted a Declaration of Interest for item 6B Shire of Cuballing – Project Assessment 24/25. Rod Munns is currently working for the Shire of Cuballing.

6 B	Shire of Cuballing 2024-2025 project estimate and scope
Date of Report	11 January 2024
Author	Mr Peter Hall – Program Manager
Attachments	Estimate, Project Scope Identification form, Project Summary
Senior Officer	Mr John Nuttall – Program Director

Background:

WSFN requires a complete estimate and full scope review of the next financial years project to be submitted by end of September.

This year, the Technical Committee will have greater exposure and input into the project review process. 3 documents will be provided and the WSFN requests that these also be assessed to see if they are suitable, or the format changed to suit the Technical Committee requirements. This is year 1 for this process and refinement is expected.

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Consultation:

The Program Management Team reviewed and if required asked for extra documentation and or refinement of the estimate and scope. A project summary with some basic information for ease of access was also developed.

Proposal:

That the scope and estimate are reviewed all questions and concerns are expressed. The goal is that the Technical Committee is confident that the projects are in keeping with the WSFN modus operandi.

If questions are posed, cannot be answered, or reconciled then the request will be given to the relevant Shire with appropriate time for response given.

Fortuitously, the stage that the WSFN is at and the delay of the 2023-2024 PPR has given adequate time for this process to occur, quick decisions are not needed as in previous years. There is ample time for this process to be complete.

Financial Implications:

Approval or recommendation of a project that is not adequately reviewed and assessed could mean that excessive variations are incurred, or excess funds are tied up unnecessarily that could be better used on other projects in other shires.

Risk Assessment:

The goal is to provide reasonable documentation that allows the WSFN committees to make an informed decision on each project, to not do so means that another shire may not get funding.

Comment:

This process is probably how the Committee's should have been acting from the start, however in year 5 of the WSFN the review process is now in its infancy and a very steep learning curve is anticipated. The success or failure will depend on the commitment of the committee members. Perhaps this assessment by the Technical Committee should commence prior to Christmas.

RESOLUTION **TC2024/01-26**

That the Technical Committee requests the Shire of Cuballing, on road Cuballing east at slk 12.8 to 18.11 for a value of \$2,759,902.00 provide documentation for the below point:

- *Project Scope Identification document to be supplied.*

MOVED: Mark Burgess
SECONDED: Vin Fordham Lamont
CARRIED: 6/0

Rod Munns returned and joined the meeting via Teams at 11:10am and was advised that the Recommendation presented was voted / carried.

6 C	Shire of Dalwallinu – DOWERIN / KALANNIE- 2024-2025 project estimate and scope
Date of Report	11 January 2024
Author	Mr Peter Hall – Program Manager
Attachments	Estimate, Project Scope Identification form, Project Summary
Senior Officer	Mr John Nuttall – Program Director

Background:

WSFN requires a complete estimate and full scope review of the next financial years project to be submitted by end of September.

This year, the Technical Committee will have greater exposure and input into the project review process. 3 documents will be provided and the WSFN requests that these also be assessed to see if they are suitable, or the format changed to suit the Technical Committee requirements. This is year 1 for this process and refinement is expected.

The Program Management Team has conducted a review of each project's documents for completion and or obvious anomalies, the Program Management Team review should **not** be regarded as complete nor exhaustive and each Technical Committee member should satisfy themselves that the project is viable, reasonably costed and the scope is compliant to WSFN design criteria nor going to be far above and beyond the design criteria or intent of the WSFN.

Consultation:

The Program Management Team reviewed and if required asked for extra documentation and or refinement of the estimate and scope. A project summary with some basic information for ease of access was also developed.

Proposal:

That the scope and estimate are reviewed all questions and concerns are expressed. The goal is that the Technical Committee is confident that the projects are in keeping with the WSFN modus operandi.

If questions are posed, cannot be answered, or reconciled then the request will be given to the relevant Shire with appropriate time for response given.

Fortuitously, the stage that the WSFN is at and the delay of the 2023-2024 PPR has given adequate time for this process to occur, quick decisions are not needed as in previous years. There is ample time for this process to be complete.

Financial Implications:

Approval or recommendation of a project that is not adequately reviewed and assessed could mean that excessive variations are incurred, or excess funds are tied up unnecessarily that could be better used on other projects in other shires.

Risk Assessment:

The goal is to provide reasonable documentation that allows the WSFN committees to make an informed decision on each project, to not do so means that another shire may not get funding.

Comment:

This process is probably how the Committee's should have been acting from the start, however in year 5 of the WSFN the review process is now in its infancy and a very steep learning curve is anticipated. The success or failure will depend on the commitment of the committee members. Perhaps this assessment by the Technical Committee should commence prior to Christmas.

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RESOLUTION **TC2024/01-27**

That the Technical Committee recommends that the reviewed project for Shire of Dalwallinu, on road Dowerin / Kalannie at slk 0 to 10.07 for a value of \$2,295,187.00 be assessed and approved for funding in the upcoming financial year.

MOVED: **Vanessa Crispe**
SECONDED: **Mike Hudson**
CARRIED: **6/0**

6 D	Shire of Dalwallinu – MILLING NORTH- 2024-2025 project estimate and scope
Date of Report	11 January 2024
Author	Mr Peter Hall – Program Manager
Attachments	Estimate, Project Scope Identification form, Project Summary
Senior Officer	Mr John Nuttall – Program Director

Background:

WSFN requires a complete estimate and full scope review of the next financial years project to be submitted by end of September.

This year, the Technical Committee will have greater exposure and input into the project review process. 3 documents will be provided and the WSFN requests that these also be assessed to see if they are suitable, or the format changed to suit the Technical Committee requirements. This is year 1 for this process and refinement is expected.

The Program Management Team has conducted a review of each project's documents for completion and or obvious anomalies, the Program Management Team review should **not** be regarded as complete nor exhaustive and each Technical Committee member should satisfy themselves that the project is viable, reasonably costed and the scope is compliant to WSFN design criteria nor going to be far above and beyond the design criteria or intent of the WSFN.

Consultation:

The Program Management Team reviewed and if required asked for extra documentation and or refinement of the estimate and scope. A project summary with some basic information for ease of access was also developed.

Proposal:

That the scope and estimate are reviewed all questions and concerns are expressed. The goal is that the Technical Committee is confident that the projects are in keeping with the WSFN modus operandi.

If questions are posed, cannot be answered, or reconciled then the request will be given to the relevant Shire with appropriate time for response given.

Fortuitously, the stage that the WSFN is at and the delay of the 2023-2024 PPR has given adequate time for this process to occur, quick decisions are not needed as in previous years. There is ample time for this process to be complete.

Financial Implications:

Approval or recommendation of a project that is not adequately reviewed and assessed could mean that excessive variations are incurred, or excess funds are tied up unnecessarily that could be better used on other projects in other shires.

Risk Assessment:

The goal is to provide reasonable documentation that allows the WSFN committees to make an informed decision on each project, to not do so means that another shire may not get funding.

Comment:

This process is probably how the Committee's should have been acting from the start, however in year 5 of the WSFN the review process is now in its infancy and a very steep learning curve is anticipated. The success or failure will depend on the commitment of the committee members. Perhaps this assessment by the Technical Committee should commence prior to Christmas.

RESOLUTION **TC2024/01-28**

That the Technical Committee recommends that the reviewed project for Shire of Dalwallinu, on road Milling North at slk 0 to 1.32 for a value of \$300,859.00 be assessed and approved for funding in the upcoming financial year.

MOVED: Mark Burgess
SECONDED: Glen Brigg
CARRIED: 6/0

6 E	Shire of Dowerin 2024-2025 project estimate and scope
Date of Report	11 January 2024
Author	Mr Peter Hall – Program Manager
Attachments	Estimate, Project Scope Identification form, Project Summary
Senior Officer	Mr John Nuttall – Program Director

Background:

WSFN requires a complete estimate and full scope review of the next financial years project to be submitted by end of September.

This year, the Technical Committee will have greater exposure and input into the project review process. 3 documents will be provided and the WSFN requests that these also be assessed to see if they are suitable, or the format changed to suit the Technical Committee requirements. This is year 1 for this process and refinement is expected.

The Program Management Team has conducted a review of each project's documents for completion and or obvious anomalies, the Program Management Team review should **not** be regarded as complete nor exhaustive and each Technical Committee member should satisfy themselves that the project is viable, reasonably costed and the scope is compliant to WSFN design criteria nor going to be far above and beyond the design criteria or intent of the WSFN.

Consultation:

The Program Management Team reviewed and if required asked for extra documentation and or refinement of the estimate and scope. A project summary with some basic information for ease of access was also developed.

Proposal:

That the scope and estimate are reviewed all questions and concerns are expressed. The goal is that the Technical Committee is confident that the projects are in keeping with the WSFN modus operandi.

If questions are posed, cannot be answered, or reconciled then the request will be given to the relevant Shire with appropriate time for response given.

Fortuitously, the stage that the WSFN is at and the delay of the 2023-2024 PPR has given adequate time for this process to occur, quick decisions are not needed as in previous years. There is ample time for this process to be complete.

Financial Implications:

Approval or recommendation of a project that is not adequately reviewed and assessed could mean that excessive variations are incurred, or excess funds are tied up unnecessarily that could be better used on other projects in other shires.

Risk Assessment:

The goal is to provide reasonable documentation that allows the WSFN committees to make an informed decision on each project, to not do so means that another shire may not get funding.

Comment:

This process is probably how the Committee's should have been acting from the start, however in year 5 of the WSFN the review process is now in its infancy and a very steep learning curve is anticipated. The success or failure will depend on the commitment of the committee members. Perhaps this assessment by the Technical Committee should commence prior to Christmas.

RESOLUTION **TC2024/01-29**

That the Technical Committee recommends that the reviewed project for Shire of Dowerin, on road Dowerin - Kalannie at slk 37.81 to 41.71 for a value of \$1,385,100.00 be assessed and approved for funding in the upcoming financial year.

MOVED: Glen Brigg
SECONDED: Vin Fordham Lamont
CARRIED: 6/0

Vanessa Crispe left the meeting room at 11:29am.

Before Item 6F was discussed, Allister Butcher left the meeting room at 11:31am.

Allister Butcher submitted a Declaration of Interest form for Item No. 6F – Shire of Dumbleyung - Project Assessment 24/25. Allister Butcher is currently working for the Shire of Dumbleyung.

Vanessa Crispe returned to the meeting room at 11:33am.

6 F	Shire of Dumbleyung 2024-2025 project estimate and scope
Date of Report	11 January 2024
Author	Mr Peter Hall – Program Manager
Attachments	Estimate, Project Scope Identification form, Project Summary
Senior Officer	Mr John Nuttall – Program Director

Background:

WSFN requires a complete estimate and full scope review of the next financial years project to be submitted by end of September.

This year, the Technical Committee will have greater exposure and input into the project review process. 3 documents will be provided and the WSFN requests that these also be assessed to see if they are suitable, or the format changed to suit the Technical Committee requirements. This is year 1 for this process and refinement is expected.

The Program Management Team has conducted a review of each project's documents for completion and or obvious anomalies, the Program Management Team review should **not** be regarded as complete nor exhaustive and each Technical Committee member should satisfy themselves that the project is viable, reasonably costed and the scope is compliant to WSFN design criteria nor going to be far above and beyond the design criteria or intent of the WSFN.

Consultation:

The Program Management Team reviewed and if required asked for extra documentation and or refinement of the estimate and scope. A project summary with some basic information for ease of access was also developed.

Proposal:

That the scope and estimate are reviewed all questions and concerns are expressed. The goal is that the Technical Committee is confident that the projects are in keeping with the WSFN modus operandi.

If questions are posed, cannot be answered, or reconciled then the request will be given to the relevant Shire with appropriate time for response given.

Fortuitously, the stage that the WSFN is at and the delay of the 2023-2024 PPR has given adequate time for this process to occur, quick decisions are not needed as in previous years. There is ample time for this process to be complete.

Financial Implications:

Approval or recommendation of a project that is not adequately reviewed and assessed could mean that excessive variations are incurred, or excess funds are tied up unnecessarily that could be better used on other projects in other shires.

Risk Assessment:

The goal is to provide reasonable documentation that allows the WSFN committees to make an informed decision on each project, to not do so means that another shire may not get funding.

Comment:

This process is probably how the Committee's should have been acting from the start, however in year 5 of the WSFN the review process is now in its infancy and a very steep learning curve is anticipated. The success or failure will depend on the commitment of the committee members. Perhaps this assessment by the Technical Committee should commence prior to Christmas.

RESOLUTION **TC2024/01-30**

That the Technical Committee recommends that the reviewed project for Shire of Dumbleyung, on road Dumbleyung / Nyabing at slk 11.64 to 18.31 for a value of \$1,423,680.00 be assessed and approved for funding in the upcoming financial year.

MOVED: **Vin Fordham Lamont**
SECONDED: **Mark Burgess**
CARRIED: **6/0**

Allister Butcher returned to the meeting room at 11:36 am and was advised that the Recommendation was voted / carried.

6 G	Shire of Goomalling 2024-2025 project estimate and scope
Date of Report	11 January 2024
Author	Mr Peter Hall – Program Manager
Attachments	Estimate, Project Scope Identification form, Project Summary
Senior Officer	Mr John Nuttall – Program Director

Background:

WSFN requires a complete estimate and full scope review of the next financial years project to be submitted by end of September.

This year, the Technical Committee will have greater exposure and input into the project review process. 3 documents will be provided and the WSFN requests that these also be assessed to see if they are suitable, or the format changed to suit the Technical Committee requirements. This is year 1 for this process and refinement is expected.

The Program Management Team has conducted a review of each project's documents for completion and or obvious anomalies, the Program Management Team review should **not** be regarded as complete nor exhaustive and each Technical Committee member should satisfy themselves that the project is viable, reasonably costed and the scope is compliant to WSFN design criteria nor going to be far above and beyond the design criteria or intent of the WSFN.

Consultation:

The Program Management Team reviewed and if required asked for extra documentation and or refinement of the estimate and scope. A project summary with some basic information for ease of access was also developed.

Proposal:

That the scope and estimate are reviewed all questions and concerns are expressed. The goal is that the Technical Committee is confident that the projects are in keeping with the WSFN modus operandi.

If questions are posed, cannot be answered, or reconciled then the request will be given to the relevant Shire with appropriate time for response given.

Fortuitously, the stage that the WSFN is at and the delay of the 2023-2024 PPR has given adequate time for this process to occur, quick decisions are not needed as in previous years. There is ample time for this process to be complete.

Financial Implications:

Approval or recommendation of a project that is not adequately reviewed and assessed could mean that excessive variations are incurred, or excess funds are tied up unnecessarily that could be better used on other projects in other shires.

Risk Assessment:

The goal is to provide reasonable documentation that allows the WSFN committees to make an informed decision on each project, to not do so means that another shire may not get funding.

Comment:

This process is probably how the Committee's should have been acting from the start, however in year 5 of the WSFN the review process is now in its infancy and a very steep learning curve is anticipated. The success or failure will depend on the commitment of the committee members. Perhaps this assessment by the Technical Committee should commence prior to Christmas.

RESOLUTION **TC2024/01-31**

That the Technical Committee recommends that the reviewed project for Shire of Goomalling, on road Goomalling - Calingiri at slk 8.09 to 12.05 for a value of \$1,854,328.00 be assessed and approved for funding in the upcoming financial year.

MOVED: Paul Devcic
SECONDED: Mike Hudson
CARRIED: 6/0

6 H	Shire of Kulin 2024-2025 project estimate and scope
Date of Report	11 January 2024
Author	Mr Peter Hall – Program Manager
Attachments	Estimate, Project Scope Identification form, Project Summary
Senior Officer	Mr John Nuttall – Program Director

Background:

WSFN requires a complete estimate and full scope review of the next financial years project to be submitted by end of September.

This year, the Technical Committee will have greater exposure and input into the project review process. 3 documents will be provided and the WSFN requests that these also be assessed to see if they are suitable, or the format changed to suit the Technical Committee requirements. This is year 1 for this process and refinement is expected.

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Consultation:

The Program Management Team reviewed and if required asked for extra documentation and or refinement of the estimate and scope. A project summary with some basic information for ease of access was also developed.

Proposal:

That the scope and estimate are reviewed all questions and concerns are expressed. The goal is that the Technical Committee is confident that the projects are in keeping with the WSFN modus operandi.

If questions are posed, cannot be answered, or reconciled then the request will be given to the relevant Shire with appropriate time for response given.

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Financial Implications:

Approval or recommendation of a project that is not adequately reviewed and assessed could mean that excessive variations are incurred, or excess funds are tied up unnecessarily that could be better used on other projects in other shires.

Risk Assessment:

The goal is to provide reasonable documentation that allows the WSFN committees to make an informed decision on each project, to not do so means that another shire may not get funding.

Comment:

This process is probably how the Committee's should have been acting from the start, however in year 5 of the WSFN the review process is now in its infancy and a very steep learning curve is anticipated. The success or failure will depend on the commitment of the committee members. Perhaps this assessment by the Technical Committee should commence prior to Christmas.

RESOLUTION **TC2024/01-32**

That the Technical Committee recommends that the reviewed project for Shire of Kulin, on road Rabbit Proof Fence at slk 7 to 8.33, and slk 9.34 to 14.8 for a value of \$1,973,684.00 be assessed and approved for funding in the upcoming financial year.

MOVED: Mark Burgess
SECONDED: Paul Devcic
CARRIED: 6/0

6 I	Shire of Merredin 2024-2025 project estimate and scope
Date of Report	11 January 2024
Author	Mr Peter Hall – Program Manager
Attachments	Estimate, Project Scope Identification form, Project Summary
Senior Officer	Mr John Nuttall – Program Director

Background:

WSFN requires a complete estimate and full scope review of the next financial years project to be submitted by end of September.

This year, the Technical Committee will have greater exposure and input into the project review process. 3 documents will be provided and the WSFN requests that these also be assessed to see if they are suitable, or the format changed to suit the Technical Committee requirements. This is year 1 for this process and refinement is expected.

The Program Management Team has conducted a review of each project's documents for completion and or obvious anomalies, the Program Management Team review should **not** be regarded as complete nor exhaustive and each Technical Committee member should satisfy themselves that the project is viable, reasonably costed and the scope is compliant to WSFN design criteria nor going to be far above and beyond the design criteria or intent of the WSFN.

Consultation:

The Program Management Team reviewed and if required asked for extra documentation and or refinement of the estimate and scope. A project summary with some basic information for ease of access was also developed.

Proposal:

That the scope and estimate are reviewed all questions and concerns are expressed. The goal is that the Technical Committee is confident that the projects are in keeping with the WSFN modus operandi.

If questions are posed, cannot be answered, or reconciled then the request will be given to the relevant Shire with appropriate time for response given.

Fortuitously, the stage that the WSFN is at and the delay of the 2023-2024 PPR has given adequate time for this process to occur, quick decisions are not needed as in previous years. There is ample time for this process to be complete.

Financial Implications:

Approval or recommendation of a project that is not adequately reviewed and assessed could mean that excessive variations are incurred, or excess funds are tied up unnecessarily that could be better used on other projects in other shires.

Risk Assessment:

The goal is to provide reasonable documentation that allows the WSFN committees to make an informed decision on each project, to not do so means that another shire may not get funding.

Comment:

This process is probably how the Committee's should have been acting from the start, however in year 5 of the WSNF the review process is now in its infancy and a very steep learning curve is anticipated. The success or failure will depend on the commitment of the committee members. Perhaps this assessment by the Technical Committee should commence prior to Christmas.

RESOLUTION **TC2024/01-33**

That the Technical Committee request the Shire of Merredin, on Merredin – Narembene Road at slk 25.35 to 29.56 for a value of \$1,094,600.00 provide a completed WSNF Cost Estimate Template form prior to the budget being assessed.

MOVED: Mike Hudson
SECONDED: Mark Burgess
CARRIED: 6/0

6 J	Shire of Moora 2024-2025 project estimate and scope
Date of Report	11 January 2024
Author	Mr Peter Hall – Program Manager
Attachments	Estimate, Project Scope Identification form, Project Summary
Senior Officer	Mr John Nuttall – Program Director

Background:

WSFN requires a complete estimate and full scope review of the next financial years project to be submitted by end of September.

This year, the Technical Committee will have greater exposure and input into the project review process. 3 documents will be provided and the WSFN requests that these also be assessed to see if they are suitable, or the format changed to suit the Technical Committee requirements. This is year 1 for this process and refinement is expected.

The Program Management Team has conducted a review of each project's documents for completion and or obvious anomalies, the Program Management Team review should **not** be regarded as complete nor exhaustive and each Technical Committee member should satisfy themselves that the project is viable, reasonably costed and the scope is compliant to WSFN design criteria nor going to be far above and beyond the design criteria or intent of the WSFN.

Consultation:

The Program Management Team reviewed and if required asked for extra documentation and or refinement of the estimate and scope. A project summary with some basic information for ease of access was also developed.

Proposal:

That the scope and estimate are reviewed all questions and concerns are expressed. The goal is that the Technical Committee is confident that the projects are in keeping with the WSFN modus operandi.

If questions are posed, cannot be answered, or reconciled then the request will be given to the relevant Shire with appropriate time for response given.

Fortuitously, the stage that the WSFN is at and the delay of the 2023-2024 PPR has given adequate time for this process to occur, quick decisions are not needed as in previous years. There is ample time for this process to be complete.

Financial Implications:

Approval or recommendation of a project that is not adequately reviewed and assessed could mean that excessive variations are incurred, or excess funds are tied up unnecessarily that could be better used on other projects in other shires.

Risk Assessment:

The goal is to provide reasonable documentation that allows the WSFN committees to make an informed decision on each project, to not do so means that another shire may not get funding.

Comment:

This process is probably how the Committee's should have been acting from the start, however in year 5 of the WSFN the review process is now in its infancy and a very steep learning curve is anticipated. The success or failure will depend on the commitment of the committee members. Perhaps this assessment by the Technical Committee should commence prior to Christmas.

RESOLUTION **TC2024/01-34**

That the Technical Committee recommends that the reviewed project for Shire of Moora, on road Carot Well at slk 19.15 to 27.31 for a value of \$2,237,114.00 be assessed and approved for funding in the upcoming financial year.

MOVED: Mark Burgess
SECONDED: Vanessa Crispe
CARRIED: 6/0

6 K	Shire of Mukinbudin 2024-2025 project estimate and scope
Date of Report	11 January 2024
Author	Mr Peter Hall – Program Manager
Attachments	Estimate, Project Scope Identification form, Project Summary
Senior Officer	Mr John Nuttall – Program Director

Background:

WSFN requires a complete estimate and full scope review of the next financial years project to be submitted by end of September.

This year, the Technical Committee will have greater exposure and input into the project review process. 3 documents will be provided and the WSFN requests that these also be assessed to see if they are suitable, or the format changed to suit the Technical Committee requirements. This is year 1 for this process and refinement is expected.

The Program Management Team has conducted a review of each project's documents for completion and or obvious anomalies, the Program Management Team review should **not** be regarded as complete nor exhaustive and each Technical Committee member should satisfy themselves that the project is viable, reasonably costed and the scope is compliant to WSFN design criteria nor going to be far above and beyond the design criteria or intent of the WSFN.

Consultation:

The Program Management Team reviewed and if required asked for extra documentation and or refinement of the estimate and scope. A project summary with some basic information for ease of access was also developed.

Proposal:

That the scope and estimate are reviewed all questions and concerns are expressed. The goal is that the Technical Committee is confident that the projects are in keeping with the WSFN modus operandi.

If questions are posed, cannot be answered, or reconciled then the request will be given to the relevant Shire with appropriate time for response given.

Fortuitously, the stage that the WSFN is at and the delay of the 2023-2024 PPR has given adequate time for this process to occur, quick decisions are not needed as in previous years. There is ample time for this process to be complete.

Financial Implications:

Approval or recommendation of a project that is not adequately reviewed and assessed could mean that excessive variations are incurred, or excess funds are tied up unnecessarily that could be better used on other projects in other shires.

Risk Assessment:

The goal is to provide reasonable documentation that allows the WSFN committees to make an informed decision on each project, to not do so means that another shire may not get funding.

Comment:

This process is probably how the Committee's should have been acting from the start, however in year 5 of the WSFN the review process is now in its infancy and a very steep learning curve is anticipated. The success or failure will depend on the commitment of the committee members. Perhaps this assessment by the Technical Committee should commence prior to Christmas.

RESOLUTION **TC2024/01-35**

That the Technical Committee recommends that the reviewed project for Shire of Mukinbudin, on road Nungarin North at slk 5.4 to 10.8 for a value of \$2,230,559.00 be assessed and approved for funding in the upcoming financial year.

MOVED: Mark Burgess
SECONDED: Glen Brigg
CARRIED: 6/0

6 L	Shire of Narrogin – Project Assessment 2024/2025
Date of Report	11 January 2023
Author	Mr Peter Hall – Program Manager
Attachments	Estimate, Project Scope Identification form, Project Summary
Senior Officer	Mr John Nuttall – Program Director

Background:

WSFN requires a complete estimate and full scope review of the next financial years project to be submitted by end of September.

This year the Technical Committee will have greater exposure and input into the project review process. 3 documents will be provided and the WSFN requests that these also be assessed to see if they are suitable, or the format changed to suit the Technical Committee requirements. This is year 1 for this process and refinement is expected.

The Program Management Team has conducted a review of each project's documents for completion and or obvious anomalies, the Program Management Team review should **not** be regarded as complete nor exhaustive and each Technical Committee member should satisfy themselves that the project is viable, reasonably costed and the scope is compliant to WSFN design criteria nor going to be far above and beyond the design criteria or intent of the WSFN.

Consultation:

The Program Management Team reviewed and if required asked for extra documentation and or refinement of the estimate and scope. A project summary with some basic information for ease of access was also developed.

Proposal:

That the scope and estimate are reviewed all questions and concerns are expressed. The goal is that the Technical Committee is confident that the projects are in keeping with the WSFN modus operandi.

If questions are posed, cannot be answered, or reconciled then the request will be given to the relevant shire, appropriate time for response given.

Fortuitously, the stage that the WSFN is at and the delay of the 2023-2024 PPR has given adequate time for this process to occur, quick decisions are not needed as in previous years. There is ample time for this process to be complete.

Financial Implications:

Approval or recommendation of a project that is not adequately reviewed and assessed could mean that excessive variations are incurred, or excess funds are tied up unnecessarily that could be better used to on other projects in other shires.

Risk Assessment:

The goal is to provide reasonable documentation that allows the WSFN committees to make an informed decision on each project, to not do so means that another shire may not get funding.

Comment:

This process is probably how the Committee's should have been acting from the start, however in year 5 of the WSFN the review process is now in its infancy and a very steep learning curve is anticipated. The success or failure will depend on the commitment of the committee members. Perhaps this assessment by the Technical Committee should commence prior to Christmas.

RESOLUTION **TC2024/01-36**

That the Technical Committee recommends that the reviewed project for Shire of Narrogin, on road Wandering Narrogin at slk 3.5 to 6.53 for a value of \$801,266.00 be assessed and approved for funding in the upcoming financial year.

MOVED: Vin Fordham Lamont
SECONDED Mark Burgess
CARRIED: 6/0

Before this item was discussed, Rod Munns was muted from Teams at 12:15pm.

Rod Munns submitted a Declaration of Interest for item 6M Shire of Nungarin – Project Assessment 24/25. Rod Munns is currently working for the Shire of Nungarin.

6 M	Shire Nungarin 2024 2025 project estimate and scope
Date of Report	11 January 2024
Author	Mr Peter Hall – Program Manager
Attachments	Estimate, Project Scope Identification form, Project Summary
Senior Officer	Mr John Nuttall – Program Director

Background:

WSFN requires a complete estimate and full scope review of the next financial years project to be submitted by end of September.

This year, the Technical Committee will have greater exposure and input into the project review process. 3 documents will be provided and the WSFN requests that these also be assessed to see if they are suitable, or the format changed to suit the Technical Committee requirements. This is year 1 for this process and refinement is expected.

The Program Management Team has conducted a review of each project's documents for completion and or obvious anomalies, the Program Management Team review should **not** be regarded as complete nor exhaustive and each Technical Committee member should satisfy themselves that the project is viable, reasonably costed and the scope is compliant to WSFN design criteria nor going to be far above and beyond the design criteria or intent of the WSFN.

Consultation:

The Program Management Team reviewed and if required asked for extra documentation and or refinement of the estimate and scope. A project summary with some basic information for ease of access was also developed.

Proposal:

That the scope and estimate are reviewed all questions and concerns are expressed. The goal is that the Technical Committee is confident that the projects are in keeping with the WSFN modus operandi.

If questions are posed, cannot be answered, or reconciled then the request will be given to the relevant Shire with appropriate time for response given.

Fortuitously, the stage that the WSFN is at and the delay of the 2023-2024 PPR has given adequate time for this process to occur, quick decisions are not needed as in previous years. There is ample time for this process to be complete.

Financial Implications:

Approval or recommendation of a project that is not adequately reviewed and assessed could mean that excessive variations are incurred, or excess funds are tied up unnecessarily that could be better used on other projects in other shires.

Risk Assessment:

The goal is to provide reasonable documentation that allows the WSFN committees to make an informed decision on each project, to not do so means that another shire may not get funding.

Comment:

This process is probably how the Committee's should have been acting from the start, however in year 5 of the WSFN the review process is now in its infancy and a very steep learning curve is anticipated. The success or failure will depend on the commitment of the committee members. Perhaps this assessment by the Technical Committee should commence prior to Christmas.

RESOLUTION **TC2024/01-37**

That the Technical Committee recommends that the reviewed project for the Shire of Nungarin on road Nungarin North at slk 16 to 20.06 for a value of \$1,900,325.00 be assessed and approved for funding in the upcoming financial year.

MOVED: Glen Brigg
SECONDED: Mike Hudson
CARRIED: 6/0

Rod Munns returned to the meeting via Teams at 12:18pm and was advised that the Recommendation was voted / carried.

6 N	Shire of Wandering 2024-2025 project estimate and scope
Date of Report	11 January 2024
Author	Mr Peter Hall – Program Manager
Attachments	Estimate, Project Scope Identification form, Project Summary
Senior Officer	Mr John Nuttall – Program Director

Background:

WSFN requires a complete estimate and full scope review of the next financial years project to be submitted by end of September.

This year, the Technical Committee will have greater exposure and input into the project review process. 3 documents will be provided and the WSFN requests that these also be assessed to see if they are suitable, or the format changed to suit the Technical Committee requirements. This is year 1 for this process and refinement is expected.

The Program Management Team has conducted a review of each project's documents for completion and or obvious anomalies, the Program Management Team review should **not** be regarded as complete nor exhaustive and each Technical Committee member should satisfy themselves that the project is viable, reasonably costed and the scope is compliant to WSFN design criteria nor going to be far above and beyond the design criteria or intent of the WSFN.

Consultation:

The Program Management Team reviewed and if required asked for extra documentation and or refinement of the estimate and scope. A project summary with some basic information for ease of access was also developed.

Proposal:

That the scope and estimate are reviewed all questions and concerns are expressed. The goal is that the Technical Committee is confident that the projects are in keeping with the WSFN modus operandi.

If questions are posed, cannot be answered, or reconciled then the request will be given to the relevant Shire with appropriate time for response given.

Fortuitously, the stage that the WSFN is at and the delay of the 2023-2024 PPR has given adequate time for this process to occur, quick decisions are not needed as in previous years. There is ample time for this process to be complete.

Financial Implications:

Approval or recommendation of a project that is not adequately reviewed and assessed could mean that excessive variations are incurred, or excess funds are tied up unnecessarily that could be better used on other projects in other shires.

Risk Assessment:

The goal is to provide reasonable documentation that allows the WSFN committees to make an informed decision on each project, to not do so means that another shire may not get funding.

Comment:

This process is probably how the Committee's should have been acting from the start, however in year 5 of the WSFN the review process is now in its infancy and a very steep learning curve is anticipated. The success or failure will depend on the commitment of the committee members. Perhaps this assessment by the Technical Committee should commence prior to Christmas.

RESOLUTION **TC2024/01-38**

That the Technical Committee recommends that the reviewed project for Shire of Wandering, on road North Bannister - Wandering at slk 9.1 to 13.6 for a value of \$1,421,918.00 be assessed and approved for funding in the upcoming financial year.

MOVED: Mike Hudson
SECONDED: Mark Burgess
CARRIED: 6/0

6 O	Shire of Wickepin 2024-2025 project estimate and scope
Date of Report	11 January 2024
Author	Mr Peter Hall – Program Manager
Attachments	Estimate, Project Scope Identification form, Project Summary
Senior Officer	Mr John Nuttall – Program Director

Background:

WSFN requires a complete estimate and full scope review of the next financial years project to be submitted by end of September.

This year, the Technical Committee will have greater exposure and input into the project review process. 3 documents will be provided and the WSFN requests that these also be assessed to see if they are suitable, or the format changed to suit the Technical Committee requirements. This is year 1 for this process and refinement is expected.

The Program Management Team has conducted a review of each project's documents for completion and or obvious anomalies, the Program Management Team review should **not** be regarded as complete nor exhaustive and each Technical Committee member should satisfy themselves that the project is viable, reasonably costed and the scope is compliant to WSFN design criteria nor going to be far above and beyond the design criteria or intent of the WSFN.

Consultation:

The Program Management Team reviewed and if required asked for extra documentation and or refinement of the estimate and scope. A project summary with some basic information for ease of access was also developed.

Proposal:

That the scope and estimate are reviewed all questions and concerns are expressed. The goal is that the Technical Committee is confident that the projects are in keeping with the WSFN modus operandi.

If questions are posed, cannot be answered, or reconciled then the request will be given to the relevant Shire with appropriate time for response given.

Fortuitously, the stage that the WSFN is at and the delay of the 2023-2024 PPR has given adequate time for this process to occur, quick decisions are not needed as in previous years. There is ample time for this process to be complete.

Financial Implications:

Approval or recommendation of a project that is not adequately reviewed and assessed could mean that excessive variations are incurred, or excess funds are tied up unnecessarily that could be better used on other projects in other shires.

Risk Assessment:

The goal is to provide reasonable documentation that allows the WSFN committees to make an informed decision on each project, to not do so means that another shire may not get funding.

Comment:

This process is probably how the Committee's should have been acting from the start, however in year 5 of the WSFN the review process is now in its infancy and a very steep learning curve is anticipated. The success or failure will depend on the commitment of the committee members. Perhaps this assessment by the Technical Committee should commence prior to Christmas.

RESOLUTION **TC2024/01-39**

That the Technical Committee recommends that the reviewed project for Shire of Wickepin, on Rabbit Proof Fence Road at slk 9.8 to 14.84 for a value of \$1,027,795.00 be assessed and approved for funding in the upcoming financial year.

MOVED: Vanessa Crispe
SECONDED: Mark Burgess
CARRIED: 6/0

6 P	Shire of Wongan Ballidu 2024-2025 project estimate and scope
Date of Report	11 January 2024
Author	Mr Peter Hall – Program Manager
Attachments	Estimate, Project Scope Identification form, Project Summary
Senior Officer	Mr John Nuttall – Program Director

Background:

WSFN requires a complete estimate and full scope review of the next financial years project to be submitted by end of September.

This year, the Technical Committee will have greater exposure and input into the project review process. 3 documents will be provided and the WSFN requests that these also be assessed to see if they are suitable, or the format changed to suit the Technical Committee requirements. This is year 1 for this process and refinement is expected.

The Program Management Team has conducted a review of each project's documents for completion and or obvious anomalies, the Program Management Team review should **not** be regarded as complete nor exhaustive and each Technical Committee member should satisfy themselves that the project is viable, reasonably costed and the scope is compliant to WSFN design criteria nor going to be far above and beyond the design criteria or intent of the WSFN.

Consultation:

The Program Management Team reviewed and if required asked for extra documentation and or refinement of the estimate and scope. A project summary with some basic information for ease of access was also developed.

Proposal:

That the scope and estimate are reviewed all questions and concerns are expressed. The goal is that the Technical Committee is confident that the projects are in keeping with the WSFN modus operandi.

If questions are posed, cannot be answered, or reconciled then the request will be given to the relevant Shire with appropriate time for response given.

Fortuitously, the stage that the WSFN is at and the delay of the 2023-2024 PPR has given adequate time for this process to occur, quick decisions are not needed as in previous years. There is ample time for this process to be complete.

Financial Implications:

Approval or recommendation of a project that is not adequately reviewed and assessed could mean that excessive variations are incurred, or excess funds are tied up unnecessarily that could be better used on other projects in other shires.

Risk Assessment:

The goal is to provide reasonable documentation that allows the WSFN committees to make an informed decision on each project, to not do so means that another shire may not get funding.

Comment:

This process is probably how the Committee's should have been acting from the start, however in year 5 of the WSFN the review process is now in its infancy and a very steep learning curve is anticipated. The success or failure will depend on the commitment of the committee members. Perhaps this assessment by the Technical Committee should commence prior to Christmas.

RESOLUTION **TC2024/01-40**

- *That the Technical Committee recommends that the reviewed project for Shire of Wongan-Ballidu, on road Dowerin - Kalannie at slk 14 to 19 for a value of \$2,465,965.00 be assessed and approved for funding in the upcoming financial year.*
- *That the Technical Committee recommends that the Shire of Wongan Ballidu appoint a Project Manager to manage the Shire's WSFN projects.*

MOVED: Mark Burgess
SECONDED: Glen Brigg
CARRIED: 6/0

7.0 GENERAL BUSINESS / OTHER MATTERS

8.0 DATE OF NEXT MEETING – TO BE CONFIRMED

The next Technical Committee meeting will be determined at a later date.

9.0 CLOSURE

There being no further matters to discuss, the Chairperson closed the meeting at 12:57pm.