



TECHNICAL COMMITTEE MEETING

MINUTES

07 FEBRUARY 2025 at 10:00 am

WSFN Office – 37/5 Keane Street MIDLAND 6056



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

TECHNICAL COMMITTEE MEETING

FRIDAY 07 FEBRUARY 2025

TABLE OF CONTENTS

1.0	OPENING – RECORD OF ATTENDANCE	4
2.0	DECLARATIONS OF INTERESTS (FINANCIAL / IMPARTIALITY / PROXIMITY)	5
3.0	CONFIRMATION OF PREVIOUS MINUTES – 29 NOVEMBER 2024	5
4.0	VARIATIONS / SCOPE CHANGES	6
4.1	VARIATION – SHIRE OF DUMBLEYUNG.....	6
5.0	DEVELOPMENT PROJECTS	9
5.1	DEVELOPMENT – SHIRE OF CUNDERDIN	9
5.2	DEVELOPMENT – SHIRE OF BROOKTON	11
6.0	CONSTRUCTION PROJECTS	13
6.1	CONSTRUCTION - SHIRE OF KULIN.....	13
6.2	CONSTRUCTION - SHIRE OF CUBALLING	14
6.3	CONSTRUCTION - SHIRE OF QUAIRADING	15
7.0	REVIEW AND ASSESSMENT OF INTERSECTIONS	17
8.0	GENERAL BUSINESS / DISCUSSION ITEMS	18
9.0	DATE OF NEXT MEETING – TO BE CONFIRMED	18
10.0	CLOSURE	18

1.0 OPENING – RECORD OF ATTENDANCE

Attendees:

WSFN John Nuttall – Program Director (**Chairperson**)
Peter Hall – Program Manager
Racelis Rose – Executive Officer

Delegate	SRRG	Proxy
V A C A N T	Avon	Lindon Mellor (Shire of York)
Mike Hudson (Shire of Pingelly)	Hotham Dale	Karl Mickle (Shire of Wandering)
Stuart Hobley (Shire of Cunderdin)	Kellerberrin	Raymond Griffiths (Shire of Kellerberrin)
Judd Hobson (Shire of Kulin)	Lakes	Craig Elefsen (Shire of Lake Grace)
Stephen Casey (Shire of Wongan-Ballidu)	Moora	Allister Butcher (Shire Contractor)
Torre Evans (Shire of Narrogin)	Narrogin	Vin Fordham Lamont (Shire of West Arthur)
Glen Brigg (Shire of Yilgarn)	North-East	Rod Munns (Shire Contractor)
Mark Burgess (Shire of Kondinin)	Roe	Ken Markham (Shire of Narembeen)
Jacqui Early	Main Roads WA	

The Chairperson of the Technical Committee opened the meeting at 10:01 am, read the attendance and apologies. It was announced that there will be some members of the committee who will be joining the meeting via TEAMS after the presentation.

1.1 Present:

Jacqui Early	Vin Fordham-Lamont	Rod Munns
Glen Brigg	Stuart Hobley	Judd Hobson
Mike Hudson	Mark Burgess	

Allister Butcher – via TEAMS (after the presentation at 11:46am)

1.2 Apologies

Karl Mickle	Craig Elefsen
Torre Evans	Stephen Casey

1.3 Observers / Visitors / Presenters

From Zone 50 Engineering Surveys – Mr Tim Fowler and Mr Nick Taylor

1.4 Presentation by Tim Fowler – Review of Intersections

2.0 DECLARATIONS OF INTERESTS (FINANCIAL / IMPARTIALITY / PROXIMITY)

Name	Item No / Description	Nature of Interest	Extent of Interest
Allister Butcher	4.1 – Variation – Shire of Dumbleyung	Financial	Provide project management services for the Shire on WSNF projects
Stuart Hobley	5.1 – Development – Shire of Cunderdin	Impartiality	Chief Executive Officer – Shire of Cunderdin
Judd Hobson	6.1 – Construction – Shire of Kulin	Impartiality	Executive Manager Works – Shire of Kulin
Rodd Munns	6.2 – Construction – Shire of Cuballing	Indirect Financial	Consultant - Provide project management services for the Shire on WSNF projects
Allister Butcher	6.3 – Construction – Shire of Quairading	Impartiality	Consultant - Provide the Shire ad hoc technical advice

3.0 CONFIRMATION OF PREVIOUS MINUTES – 29 NOVEMBER 2024

Correction to the previous minutes of 29 November 2024:

- *Routes 6,14, 15 – amalgamate Route 6 and 15 from Shackelton, remove Route 14*

Rod Munns raised the above for correction.

RESOLUTION TC2025 / 02-94

That the Minutes of the Technical Committee meeting held on 29 November 2024 be confirmed as a true and accurate record of the meeting.

MOVED: Judd Hobson
SECONDED: Glen Brigg
CARRIED: 7/0

Allister Butcher submitted a Declaration of Interest – Financial for Item 4.1 – Variation – Shire of Dumbleyung. Allister is a consultant and provided project management services to the Shire of Dumbleyung for WSFN projects.

Allister is attending this meeting via TEAMS and was put in the ‘Lobby’ at 11:49am before discussing this item.

4.0 VARIATIONS / SCOPE CHANGES

4.1 VARIATION – SHIRE OF DUMBLEYUNG

Title	Shire of Dumbleyung – Variation – Dumbleyung / Nyabing Road
Date of Report	30 January 2025
Author	Mr John Nuttall – Program Director
Attachments	<ul style="list-style-type: none"> • Emails from the Shire of Dumbleyung • Project Scope Identification Document • Project Estimate Summary • WSFN Project Cost Variation Sheet • Various Quotes • Gravel Blending Charts
Senior Officer	Mr John Nuttall – Program Director

Background:

The Shire of Dumbleyung was awarded two (2) construction projects in the 2023 / 2024 financial year, no works were conducted and the projects delayed by the Steering Committee due to the late signing of the Project Proposal Report (PPR).

Shires were asked to review their budget prior to recommencing works. During the review, the Shire of Dumbleyung identified various problems for delivery. They presented previous variation requests to the Technical Committee which were not approved due to perceived issues with the proposal and the Shire of Dumbleyung were asked to rectify and then present their updated variation request. This report contains that request.

Consultation:

The WSFN PMT and the Shire of Dumbleyung have held several meetings and conversations regarding the variation and the documentation to be provided.

Proposal:

The Shire of Dumbleyung now proposes the following variation:

Scope Change Variation: -

- Current scope - Upgrades to Dumbleyung-Nyabing Road SLK 0 to 8.5 plus Bahr Road
- Requested Scope - Upgrades to Dumbleyung-Nyabing Road SLK 3.6 to 8.71

Budget Variation: -

- Current budget (SLK 0 to 8.5 plus Bahr Road) is **\$2,897,141**
- Requested budget (SLK 3.6 to 8.71) is **\$2,292,415.**

Documents provided to support the variation request:

- Project Scope Identification Document (PSID)
- Variation Cost Sheet
- Cost Estimate
- Gravel Blending Charts
- Various quotes
- Explanatory emails

The Technical Committee can be assured that the PMT have reviewed this variation request vigorously that has included meetings both in Dumbleyung and the WSNF offices, many telephone calls and emails. That work has allowed the PMT to form the view that the variation request being presented by the Shire of Dumbleyung is an appropriate one, costed as accurately as possible and ready to be delivered should the Technical and Steering Committees approve the variation.

The unusual step of providing substantially more of the documents that we have received than usual has been taken in order to demonstrate the collaboration and efforts that have gone into preparing this variation request.

Note that it is the wish of the Shire of Dumbleyung that the intersection and the floodway have asphalt installed. As the Shire were not able at this time to provide the necessary justification with supporting evidence, the variation presented is without the use of asphalt. The Shire is going to attempt to obtain the supporting documentation and so a future small variation request to use asphalt should be expected.

Given all the above, the PMT is prepared to *support* and *recommend* the request to the Committee.

Financial Implications:

The Shire of Dumbleyung variation request is presented above. The attached documents demonstrate the careful preparation of the budget, and it is not anticipated that any future variation (outside the use of asphalt in two locations as explained above) would be viewed favourably if this one is approved.

Risk Assessment:

The Shire of Dumbleyung are ready to proceed immediately should this variation be approved. A failure to do so could result in that opportunity being lost and potentially an even greater variation request being presented at a future date.

Comment:

The WSNF PMT and the Shire of Dumbleyung have spent a significant amount of time preparing, reviewing, and revising this variation request. It is now at the point that the PMT are prepared to *recommend it is approved*.

RESOLUTION TC2025 / 02-95

The Technical Committee recommend that the Steering Committee **approve** the Shire of Dumbleyung's variation project for the 2023 / 2024 financial year as follows:

- Dumbleyung / Nyabing Road from 3.6 slk to 8.71 slk
- Requested Budget = **\$2,292,415**

*** Subject to the pavement design being approved by a Pavement Designer.*

MOVED: Judd Hobson
SECONDED: Mark Burgess
CARRIED: 6/0

Stuart Hobleby submitted a Declaration of Interest – Impartiality for Item 5.1 – Development – Shire of Cunderdin. Stuart is the Chief Executive Officer for the Shire of Cunderdin.

5.0 DEVELOPMENT PROJECTS

5.1 DEVELOPMENT – SHIRE OF CUNDERDIN

Title	Development - Shire of Cunderdin – Cunderdin / Quairading Road
Date of Report	29 January 2025
Author	Mr Peter Hall – Program Manager
Attachments	Project Scope Identification Document
Senior Officer	Mr John Nuttall – Program Director

Background:

The Shire of Cunderdin is requesting a development project for the Cunderdin / Quairading Road with an entire length of 21.7 km.

The road is in very poor condition, has a lot of problems and is already a RAV 7 rated road.

The ability for the Shire of Cunderdin to request this has come about due to the network review and rationalisation that has recently occurred. To date, WSN has received no push back from any shire regarding the proposed changes.

Consultation:

Zone 50 Engineering Surveys
Stabilisation Technology Pty Ltd
Natural Area Consulting Management Services

Proposal:

The Shire of Cunderdin is proposing to develop the Cunderdin / Quairading Road as per the following identified items for delivery:

- Zone 50 Engineering Surveys – Feature Survey and limited design at this stage
- Stabilisation Technology Pty Ltd – Geotechnical Investigation, gravel investigation
- Natural Area Consulting Management Services - Clearing permit application
- Quotes have been sought and provided.

This section of road has a lot of various issues and a plan to construct staging the works after identifying all the issues and their impacts will be an absolute must.

Financial Implications:

The cost of this development project based on quotes received and the Shire of Cunderdin's involvement comes to **\$133,829**.

Risk Assessment:

A comprehensive development project is needed to identify and propose solutions to all the issues observed, only then can a plan involving risk mitigation can be produced and implemented.

Comment:

This is an exciting project that will have some surprises. I do not believe that I will be challenged to say that this is the worst section of the WSN network.

RESOLUTION **TC2025 / 02-96**

The Technical Committee recommends that the Steering Committee **approve** the development project for the Shire of Cunderdin on the Cunderdin / Quairading Road from slk 0 to slk 21.7 at a value of **\$133,829** for the 2025 / 2026 financial year.

MOVED: Mark Burgess
SECONDED: Mike Hudson
CARRIED: 7/0

5.2 DEVELOPMENT – SHIRE OF BROOKTON

Title	Development - Shire of Brookton – Dangin Mears Road
Date of Report	29 January 2025
Author	Mr John Nuttall – Program Director
Attachments	<ul style="list-style-type: none">• Project Scope Identification Document• Project Development Budget
Senior Officer	Mr John Nuttall – Program Director

Background:

The Shire of Brookton applied for funding for a new development project on the Dangin Mears Road from 7.15 slk to 8 slk.

The primary issue in this area is the threatened flora which will require permits to be sought before clearing works can be undertaken. Designs and survey have already been undertaken for this area.

This request was presented to the Technical Committee at its meeting on 29 November 2024 with the following resolution carried:

RESOLUTION TC2024 / 11-83

*The Technical Committee is **not** prepared to recommend the quote as provided by the Shire of Brookton, the Committee considers that the project management time is excessive.*

*MOVED: Mark Burgess
SECONDED: Glen Brigg
CARRIED: 7/0*

As a result, the Shire of Brookton has reviewed their funding request, and the Technical Committee is asked to consider this revised request.

Consultation:

Discussions between PMT and the Shire of Brookton.

Proposal:

- Obtain clearing permits. *
- Environmental survey and report
- The use of a contract project manager to manage this work

Financial Implications:

As per the attached revised Project Scope Identification Document (PSID), the Shire of Brookton is requesting the amount of **\$33,000** for the environmental reports and **\$5,000** for project management (total of \$38,000).

Risk Assessment:

The Shire of Brookton would not be able to undertake any works in this area without a permit given the flora they are aware of.

Comment:

This section of road was part of a previous construction budget. However, the Shire of Brookton have subsequently realised they need to obtain permits before they can undertake work in the area and so are now seeking development funding to undertake the same.

RESOLUTION **TC2025 / 02-97**

That the Technical Committee **consider** the application for development funding for Dangin Mears Road from 7.15 slk to 8 slk in the total amount of **\$38,000** (\$33,000 for environmental reports and \$5,000 for project management) for the 2024 / 2025 financial year.

MOVED: Glen Brigg
SECONDED: Stuart Hobley
CARRIED: 7/0

Judd Hobson submitted a Declaration of Interest – Impartiality for Item 6.1 – Construction – Shire of Kulin. Judd is the Works Manager at the Shire of Kulin.

6.0 CONSTRUCTION PROJECTS

6.1 CONSTRUCTION - SHIRE OF KULIN

Title	Construction - Shire of Kulin – Rabbit Proof Fence Road
Date of Report	29 January 2025
Author	Mr Peter Hall – Program Manager
Attachments	<ul style="list-style-type: none">• Project Scope Identification Document• Traffic Report
Senior Officer	Mr John Nuttall – Program Director

Background:

The Shire of Kulin has delivered three (3) projects on the Rabbit Proof Fence Road. The Shire is requesting funding for the construction of slk 7 to slk 14.8. This section is the last for the Shire of Kulin on the Rabbit Proof Fence Road and the last for the Shire on their delivery plan.

The works will include the upgrade of Swainston Road intersection and large cutting at 8.87 slk. The Shire of Kulin has gone through design and testing for these works.

Consultation:

Porters Consulting

Proposal:

The Shire of Kulin proposes to replace culverts, widen the pavement, import new gravel material to a depth of 150mm, wetmix and lay with a new 8m two-coats of 14mm x 7mm seal at Swainston Road to cut down hill at approach. The works will include installation of new signs.

Financial Implications:

The Shire of Kulin is requesting **\$2,369,112** for the construction of Rabbit Proof Fence Road from 7 slk to 14.8 slk.

Risk Assessment:

The Shire of Kulin is very experienced and has a strong crew for delivery.

Comment:

The Shire of Kulin delivers in house with specialist contractors.

RESOLUTION TC2025 / 02-98

The Technical Committee recommends that the Steering Committee **approve** the construction project for the Shire of Kulin on the Rabbit Proof Fence Road from 7 slk to 14.8 slk at a value of **\$2,369,112** for the 2025 / 2026 financial year.

MOVED: Vin Fordham Lamont
SECONDED: Glen Brigg
CARRIED: 7/0

Rod Munns submitted a Declaration of Interest – Indirect Financial for Item 6.2 – Construction – Shire of Cuballing. Rod is a consultant and provided project management services to the Shire of Cuballing for WSNF projects. Rod assisted the Works Manager of the Shire in completing the revised costing estimate in relation to this item.

6.2 CONSTRUCTION - SHIRE OF CUBALLING

Title	Shire of Cuballing – Construction – Cuballing East Road
Date of Report	29 January 2025
Author	Mr Peter Hall – Program Manager
Attachments	<ul style="list-style-type: none"> • Project Scope Identification Document • Curves Assessment Design – Cuballing East Road
Senior Officer	Mr John Nuttall – Program Director

Background:

This is the last section for the Shire of Cuballing on the Cuballing East Road at the 12.8 slk to 18.1 slk. The completion of this section closes Route 37 with the Shire of Wickepin delivering their section last year.

The Shire of Cuballing has delivered projects that are at a high standard.

Consultation:

R. Munns Engineering Consulting Services

Proposal:

The Shire of Cuballing is proposing to upgrade the last section as per the enclosed Project Scope Identification Document (PSID).

There are some pavement strength, drainage, and curve alignment issues to be resolved during the construction to meet the WSNF 40-year design life expectation.

Financial Implications:

The Shire of Cuballing's estimate for the section 12.8 slk to 18.1 slk on the Cuballing East Road is **\$2,270,559**.

Risk Assessment:

The Shire of Cuballing has delivered multiple sections for the WSNF, and the risk is low.

Comment:

The shortest route will be complete.

RESOLUTION TC2025 / 02-99

The Technical Committee recommends that the Steering Committee **approve** the Shire of Cuballing's construction project on the Cuballing East Road from section 12.8 slk to 18.1 slk at a value of **\$2,270,559** for the 2025 / 2026 financial year.

MOVED: Judd Hobson
SECONDED: Vin Fordham Lamont
CARRIED: 7/0

Allister Butcher submitted a Declaration of Interest – Impartiality for Item 6.3 – Construction – Shire of Quairading. Allister is a consultant and provided technical advice of minor nature to the Shire of Quairading on ad-hoc basis for this project.

6.3 CONSTRUCTION - SHIRE OF QUAIRADING

Title	Construction Shire of Quairading - Dangin Mears Road
Date of Report	29 January 2025
Author	Mr Peter Hall – Program Manager
Attachments	<ul style="list-style-type: none"> • Project Scope Identification Document • Dangin Mears Road Concept Design / Plan
Senior Officer	Mr John Nuttall – Program Director

Background:

This is not the Shire of Quairading’s first rodeo with the WSN. It is however, the first section of construction on the Dangin Mears Road.

The Shire of Quairading has completed upgrade works from their boundary with the Shire of Brookton to the 12 slk. The proposed section encompasses a curve that requires realignment to comply with Australian standards. All works will be completed in-house with local and specialised contractors.

Consultation:

Zone 50 Engineering Surveys
Stabilisation Technology Pty Ltd
Rural Infrastructure Services

Proposal:

The Shire of Quairading is requesting to construct and upgrade the Dangin Mears Road from the 8 slk to the 12 slk (4 kms).

The works will include:

- Replacement of culverts
- Realignment of substandard curve
- Realignment of small intersection at Caroling South
- Widening and overlay with stabilisation

Financial Implications:

The Shire of Quairading is requesting the amount of **\$1,783,540** for the four (4) kms.

Risk Assessment:

The Shire of Quairading has completed all development works and design implications and there are no foreseeable issues.

Comment:

This is a different crew and management from previous projects, but they have successfully completed smaller works. This will be a good learning curve for the Shire of Quairading.

RESOLUTION **TC2025 / 02-100**

The Technical Committee recommends the Steering Committee **approve** the Shire of Quairading's construction project on the Dangin Mears Road at the 8 slk to 12 slk (4 kms) at a value of **\$1,783,540** for the 2025 / 2026 financial year.

MOVED: Judd Hobson
SECONDED: Stuart Hobley
CARRIED: 7/0

7.0 REVIEW AND ASSESSMENT OF INTERSECTIONS

Title	Review and Assessment of Intersections
Date of Report	29 January 2025
Author	Mr Peter Hall – Program Manager
Attachments	WSFN Basis of Design (Doc No. WSNF-BD2023-002 - 30 August 2024)
Senior Officer	Mr John Nuttall – Program Director

Background:

As the WSNF network is upgraded and the routes / roads are completed, a greater emphasis is being placed on the intersections both with existing local roads and State controlled assets. To date, the upgrading of the existing has been all that has been required because the intersection had been previously constructed above requirements.

Consultation:

Various Local Governments
Zone 50 Engineering Surveys

Proposal:

A number of intersections have been flagged by various local governments and contractors as being of concern and require some form of specific direction from the WSNF Technical Committee.

WSNF advise thus far has been to upgrade local intersections to a standard that controls the risk while still allowing larger vehicles to ingress and egress safely even if they are not lane compliant. The WSNF approach considers the seasonal and limited nature of larger vehicles accessing local roads whilst ensuring safety, sight distances etc are maintained.

State controlled assets that have an intersection with a local government road have always upgraded or constructed based on the State requirements, especially if it is the State driving the works. The WSNF is now providing the trigger to upgrade. The State provides advise, approves the design and traffic management plans.

The WSNF proposes to apply a risk-based approach to intersection upgrades no matter whom the other asset owner is. This will mean assessment on a case-by-case basis with the minimum basic information being:

- current traffic counts and make up on all legs,
- anticipate traffic counts once road and intersection are upgraded,
- available land footprint,
- existing sight distances,
- concept design inclusive of 27.5m and 36m turning movements,
- is the road / route truly a regional distributor?
- Other intersections especially terminating constraint implications.

Financial Implications:

Nil - but the risks will have financial implications.

Risk Assessment:

WSFN is building roads at RAV 7 standard and weights. Intersections built to this standard will, in 80% of the cases in the Wheatbelt, be seriously over constructed. They will require a very large land footprint to mitigate all risks associated with RAV 7 vehicles and the volume of these vehicles now and in the future will probably not warrant the upgrade costs.

If a generic upgrade is applied, then there is a chance that an intersection that requires greater risk mitigation will not be suitable for future traffic considerations.

Comment:

Future traffic make up is crystal ball stuff, this is where “worst case scenario” is not the most likely scenario. The most likely scenario is what needs to be assessed and considered. There will always be those that disagree with the assessment; however, a full and well considered assessment will have other non-negotiable factors that support the decision.

RESOLUTION TC2025 / 02-101

The Technical Committee recommends that this item be **deferred** for the WSFN Project Management Team to update the Basis of Design document.

MOVED: Mike Hudson
SECONDED: Glen Brigg
CARRIED: 7/0

8.0 GENERAL BUSINESS / DISCUSSION ITEMS

Shires can now claim the second 40% funding from Main Roads WA.

9.0 DATE OF NEXT MEETING – TO BE CONFIRMED

Subject to approval from the Steering Committee, the next Technical Committee Meeting will be held on Friday 2 May 2025 at the Shire of Cunderdin – Lundy Avenue, Cunderdin WA 6407.

10.0 CLOSURE

There being no further business to discuss the Chairperson closed the meeting at 1:31pm.