



TECHNICAL COMMITTEE MEETING

Shire of Cunderdin
Lundy Avenue, Cunderdin WA 6407

MINUTES

02 MAY 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 02 MAY 2025**

TABLE OF CONTENTS

1.0	OPENING – RECORD OF ATTENDANCE.....	4
2.0	DECLARATIONS OF INTERESTS (FINANCIAL / IMPARTIALITY / PROXIMITY).....	4
3.0	CONFIRMATION OF PREVIOUS MINUTES – 07 FEBRUARY 2025.....	5
4.0	VARIATIONS / SCOPE CHANGES.....	5
5.0	DEVELOPMENT PROJECTS	6
5.1	SHIRE OF BROOKTON - DEVELOPMENT	6
6.0	CONSTRUCTION PROJECTS.....	8
6.1	SHIRE OF KULIN - CONSTRUCTION	8
6.2	SHIRE OF MUKINBUDIN - CONSTRUCTION	10
6.3	SHIRE OF NAREMBEEN - CONSTRUCTION	12
6.4	SHIRE OF WANDERING - CONSTRUCTION	14
6.5	SHIRE OF WONGAN BALLIDU - CONSTRUCTION.....	16
7.0	REVIEW AND ASSESSMENT OF INTERSECTIONS.....	17
8.0	LIMITS OF RESPONSIBILITY – WHEATBELT SECONDARY FREIGHT NETWORK... 	19
9.0	GENERAL BUSINESS / DISCUSSIONS	20
10.0	DATE OF NEXT MEETING	20
11.0	CLOSURE.....	20

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 ____am, read the attendance and apologies including members who will be attending via TEAMS.

1.1 Present:

Mike Hudson	Stuart Hobley	Judd Hobson
Glen Brigg	Ken Markham	Torree Evans (via TEAMS)
Rodd Munns	Karl Mickle	Allister Butcher
Jacqui Early		

1.2 Apologies

Mark Burgess	Vin Fordham Lamont	Stephen Casey
--------------	--------------------	---------------

1.3 Observers / Visitors / Presenters

Nil

2.0 DECLARATIONS OF INTERESTS (FINANCIAL / IMPARTIALITY / PROXIMITY)

Name	Item No. / Description	Nature of Interest	Extent of Interest
Judd Hobson	6.1 – Shire of Kulin – Construction	Impartiality	Executive Manager of Works Shire of Kulin
Ken Markham	6.3 – Shire of Narembeen – Construction	Impartiality	Executive Manager Infrastructure Services Shire of Narembeen
Karl Mickle	6.4 – Shire of Wandering - Construction	Impartiality	Operations Manager – Shire of Wandering

3.0 CONFIRMATION OF PREVIOUS MINUTES – 07 FEBRUARY 2025

RESOLUTION TC2025 / 05-102

That the Minutes of the Technical Committee meeting held on 07 February 2025 be confirmed as a true and accurate record of the meeting.

MOVED: **Glen Brigg**
SECONDED **Stuart Hoble**
CARRIED: **6/0**

4.0 VARIATIONS / SCOPE CHANGES

Nil.

5.0 DEVELOPMENT PROJECTS

5.1 SHIRE OF BROOKTON - DEVELOPMENT

Title	Shire of Brookton -Development - Dangin Mears Road (Slk 0 to Slk 3.15)
Date of Report	17 April 2025
Author	Mr John Nuttall – Program Director
Attachments	<ul style="list-style-type: none">• Project Scope Identification Document (PSID)• Dangin Mears Road Culvert Schedule Summary• Email – Hydrology Assessment including Catchment Overview and Culvert Location Mark - Up
Senior Officer	Mr John Nuttall – Program Director

Background:

The Shire of Brookton has applied for funding for a new development project to cover from slk 0 to slk 3.15 on the Dangin Mears Road.

The request is to obtain geotechnical work, survey and design plus culvert upgrade works (total of 5 culverts)

In November 2024, this item was presented to the Technical Committee and based on the information provided at that time, the matter was not determined but instead a request made to include a hydrology report into the development works.

A revised request has now been made and is attached.

Consultation:

Discussions between PMT and the Shire of Brookton.

Proposal:

- Undertaking survey works. *
- Undertaking geotechnical works. *
- Survey, set out and installation of 5 culverts.
- The use of a contract project manager to manage this work

Financial Implications:

The Shire of Brookton is now requesting:

- Survey and Design - \$36,000
- Culvert Works - \$470,000
- Project Management - \$10,000
- Traffic Management - \$157,500
- Additional survey set out - \$10,000
- Plant, equipment & Backfill Sand - \$25,000

Total requested = **\$708,500**

Additionally, this Committee asked the Shire of Brookton to obtain a quote for a hydrology report based upon the first quote provided for the culverts. That quote has been provided and

if the Committee deems such a report is still required (now the culvert program is to replace like for like not to change them as previously), then an additional **\$4500** would be required.

Quotes for some of the works are attached.

Risk Assessment:

It is necessary to obtain the preliminary geotechnical and survey reports before undertaking construction on this section of the road.

Comment:

The Shire of Brookton have recognised the need to undertake proper development prior to undertaking construction of WSFN standard works.

The Committee must determine the following:

1. If funding should be provided for geotechnical and survey works as a development project
2. If the culvert upgrades as outlined should be funded
3. If a hydrology report is still required

The Technical Committee discussed the above item and resolved.

RESOLUTION **TC2025 / 05-103**

The Technical Committee recommends that the Steering Committee:

1. **Approve** the geotechnical and survey works
2. **Defer** culvert works with the construction phase
3. **Do not require** a hydrology report

MOVED: Mike Hudson
SECONDED: Ken Markham
CARRIED: 6/0

6.0 CONSTRUCTION PROJECTS

Before this item was discussed, the Chairperson announced that Judd Hobson submitted a Declaration of Interest – Impartiality for Item 6.1-Shire of Kulin – Construction. Judd Hobson is the Executive Manager of Works for the Shire of Kulin, and he prepared the budget for this project.

6.1 SHIRE OF KULIN - CONSTRUCTION

Title	Shire of Kulin – Construction – Rabbit Proof Fence Road
Date of Report	17 April 2025
Author	Mr Peter Hall – Program Manager
Attachments	<ul style="list-style-type: none">• Project Scope Identification Document (PSID)• WSFN Traffic Report• WSFN Works Costings 2025 / 2026
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 slk 8.87.

The Shire of Kulin has gone through design and testing for these works.

Consultation:

Porters Consulting

Proposal:

The Shire of Kulin proposes to replace 11 culverts, widen the pavement, import new gravel material to a depth of 150mm, wetmix and lay with a prime and two-coats of 14mm x 7mm seal at 8m.

Swainston Road intersection is designed for 27.5m road trains there is a deep cut on the hill to improve sight distance at approach. The works will include installation of new signs.

Financial Implications:

The Shire of Kulin is requesting **\$2,706,120** for the construction of Rabbit Proof Fence Road from slk 7 to slk 14.8.

Risk Assessment:

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

Comment:

The Shire of Kulin delivers in house with specialist contractors.

RESOLUTION TC2025 / 05-104

The Technical Committee recommends that the Steering Committee **approve** the construction project for the Shire of Kulin on the Rabbit Proof Fence Road from Slk 7 to Slk 14.8 at a value of **\$2,706,120** for the 2025 / 2026 financial year.

MOVED: Stuart Hobley
SECONDED: Glen Brigg
CARRIED: 6/0

6.2 SHIRE OF MUKINBUDIN - CONSTRUCTION

Title	Shire of Mukinbudin - Nungarin North Road (Slk 5.40 to Slk 8.60)
Date of Report	17 April 2025
Author	Mr Peter Hall – Program Manager
Attachments	<ul style="list-style-type: none">• Project Scope Identification Document (PSID)• Construction Estimate Summary• Cartage Calculation• Project Planner• Method Statement
Senior Officer	Mr John Nuttall – Program Director

Background:

The Shire of Mukinbudin is seeking funding to construct Mukinbudin-Nungarin North Road from Slk 5.4 to Slk 8.6 in 2025 / 2026.

The Shire have successfully delivered a construction project on the same road in the current financial year.

Committee members may recall that this road has had some issues – namely Aboriginal Heritage, Clearing and Land Resumption. As some of those issues are still not resolved, the Shire have sensibly taken the decision to present a second section that does not have any of those issues for next year.

Consultation:

The Program Management Team has spent time working with and supporting the Shire of Mukinbudin to present the PSID and Budget request as presented.

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 WSNF modus operandi.

The PMT have undertaken their own review, and the Shire addressed all questions that were raised.

Financial Implications:

The Shire of Mukinbudin is requesting **\$1,195,543** for this 3.2km construction project

Risk Assessment:

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

Comment:

The project put forward by the Shire of Mukinbudin seems to be a sensible one given that:

1. they are still in their infancy for delivering WSNF projects,
2. the section chosen is relatively short,
3. the section chosen does not have any of the heritage, clearing or land resumption issues that could cause delays to delivery.

The WSNF PMT recommends the Technical Committee approve the project.

RESOLUTION **TC2025 / 05-105**

The Technical Committee recommends that the project for the Shire of Mukinbudin on Nungarin North Road from Slk 5.40 to Slk 8.60 be **assessed and approved** at the requested amount of **\$1,195,543** for the 2025 / 2026 financial year.

MOVED: Judd Hobson
SECONDED: Ken Markham
CARRIED: 6/0

Before this item was discussed, the Chairperson announced that Ken Markham submitted a Declaration of Interest – Impartiality for Item 6.3-Shire of Kulin – Construction. Ken Markham is the Executive Manager Infrastructure Services for the Shire of Narembeen, and he is handling this project.

6.3 SHIRE OF NAREMBEEN - CONSTRUCTION

Title	Shire of Narembeen – Narembeen - Kondinin Road (Slk 26 to Slk 26.8)
Date of Report	17 April 2025
Author	Mr Peter Hall – Program Manager
Attachments	<ul style="list-style-type: none"> • Project Scope Identification Document (PSID) • Construction Estimate Summary • Cartage Calculation • Project Planner • Method Statement • Photos
Senior Officer	Mr John Nuttall – Program Director

Background:

The Shire of Narembeen has delivered several projects for the WSFN. There was a period of reset when both the Chief Executive Officer and the Executive Manager Services left the Shire.

The Shire of Narembeen identified this project and have undertaken some geotechnical testing as the pavement above the culvert has failed badly. The culvert is large, multiple barrels with link slabs and the headwall acts as a dam if any water gets trapped in between link slabs. The initial construction placed untreated gravel in between the link slabs and over the years this has become saturated with little to no chance to dry out.

Stabiltech identified some subgrade drainage problems approximately at Slk 26.1.

The traffic data was taken at a period when the mining company was still active, but it has since been closed. However, it could be reopened and to allow for it, Stabiltech has reduced the maximum ESA count but not to the current levels, it was chosen to be somewhere in the middle.

The intersection with the Mt Walker Road was asphalted some years ago to alleviate the damage by the turn movement. Unfortunately, the existing pavement was not strong enough to cope with the huge increase in loads which were perhaps a little surprising for the Shire of Narembeen at the time.

Consultation:

Stabiltech

Proposal:

The ESA counts had a pavement thickness in excess of 700mm. A more reasonable ESA count was used and a pavement thickness of 500mm is required due to the subgrade being weaker. The treatment is to stabilise 250mm of subbase, but first the base course must be removed. The finished levels must remain due to the culvert bridge height restrictions.

Once the base course has been replaced and topped up, then it also needs to be stabilised. To treat the culvert problems, all the pavements must be removed inclusive of the material in between the link slabs. The new material needs to be stabilised at 6% then placed and compacted. The base course layer above the link slabs must also be stabilised off site because of varying thickness. The risk to the culvert structure cannot be stabilised using a rotary drum machine.

Financial Implications:

The Shire of Narembeen is requesting **\$359,725** to upgrade the section of the Narembeen-Kondinin Road.

Risk Assessment:

There are significant issues at multiple areas within this section. It is a complicated project that will require good operator skills to not damage structures during construction. The risk is high and only offset by an experienced crew.

Comment:

This is a very interesting project which has a lot of complex issues to be resolved.

RESOLUTION **TC2025 / 05-106**

The Technical Committee recommends that the Steering Committee **approve** the project for the Shire of Narembeen on the Narembeen-Kondinin Road at slk 26 to slk 26.8 for a value of **\$359,725** for the financial year 2025 / 2026.

MOVED: Mike Hudson
SECONDED: Torre Evans
CARRIED: 6/0

Before this item was discussed, the Chairperson announced that Karl Mickle submitted a Declaration of Interest – Impartiality for Item 6.4-Shire of Wandering – Construction. Karl Mickle is the Operations Manager for the Shire of Wandering and is the Project Manager for this project.

6.4 SHIRE OF WANDERING - CONSTRUCTION

Title	Shire of Wandering - North Bannister- Wandering Road (Slk 9.1 to Slk 13.6)
Date of Report	17 April 2025
Author	Mr Peter Hall – Program Manager
Attachments	<ul style="list-style-type: none"> • Project Scope Identification Document (PSID) • Construction Estimate Summary • Cartage Calculation • Project Planner • Method Statement
Senior Officer	Mr John Nuttall – Program Director

Background:

The Shire of Wandering is in the process of completing the pre-construction project on the North Bannister-Wandering Road from Slk 9.1 to Slk 13.6.

There was a lot of work to be completed inclusive of 12 culverts replacements and this was deemed to have been too invasive on the construction timeline and create a burden for the Shire to carry in one year. The Shire of Wandering completed the development process the previous year and have survey and geotesting results.

The section from the Albany Highway to the slk 9.1 was completed under different funding a couple of years ago.

Consultation:

Stabilitech
IPS Australia

Proposal:

The Shire of Wandering is proposing to upgrade the section between Slk 9.1 to Slk 13.6. Geotesting indicates that there is a couple of sections where the subgrade is compromised and needs to be treated first. Then import 200mm of gravel before stabilising the base course as well.

The Shire does not have the available footprint for a full 10m pavement, so they are requesting to build 9m with a 9m seal.

Financial Implications:

The Shire of Wandering is requesting **\$1,603,072** to upgrade the section Slk 9.1 to Slk13.6

Risk Assessment:

The Shire of Wandering is completing another large project, and it needs to be closed prior to commencing this project as these works are reliant on them.

Comment:

The Shire of Wandering has a small crew but are keen to tackle and upskill.

RESOLUTION **TC/2025 / 05-107**

The Technical Committee recommends that the Steering Committee **approve** the project for the Shire of Wandering on the North Bannister-Wandering Road between Slk 9.1 to Slk 13.6 for a value of **\$1,603,072** in the 2025 / 2026 financial year with the proviso that the existing project be completed, acquitted and closed prior to commencement.

MOVED: Mike Hudson
SECONDED: Judd Hobson
CARRIED: 6/0

6.5 SHIRE OF WONGAN BALLIDU - CONSTRUCTION

Title	Shire of Wongan Ballidu – Dowerin-Kalannie Road (Slk 19 to Slk 25)
Date of Report	17 April 2025
Author	Mr Peter Hall – Program Manager
Attachments	<ul style="list-style-type: none">• Project Scope Identification Document (PSID)• Construction Estimate Summary• Cartage Calculation• Project Planner• Method Statement• Pavement Design Report
Senior Officer	Mr John Nuttall – Program Director

Background:

The Shire of Wongan-Ballidu has multiple sections on the Dowerin-Kalannie Road each with its own idiosyncrasies. The Shire has engaged Stabilitech to undertake geotesting along the length and provide a pavement design, this is proving to be invaluable. The Shire of Wongan-Ballidu is currently delivering the section from the Slk 19 to the Slk 25.

Consultation:

Stabilitech

Proposal:

The Shire of Wongan-Ballidu is proposing to upgrade the Dowerin-Kalannie Road by box out widening and stabilise the existing as subbase, then importing 170mm gravel and wetmixing then placing a 14mm primer seal. This is an easy project to deliver.

Financial Implications:

The Shire of Wongan-Ballidu is requesting **\$1,825,658** to upgrade the Dowerin-Kalannie Road from Slk 19 to Slk 25.

Risk Assessment:

This is a low-risk project.

Comment:

It is a straightforward section of road for a change.

RESOLUTION TC2025 / 05-108

The Technical Committee recommends the Steering Committee **approve** the project for the Shire of Wongan-Ballidu on the Dowerin-Kalannie Road between Slk 19 to Slk 25 at a value of **\$1,825,658** in the 2025 / 2026 financial year.

MOVED: Ken Markham
SECONDED: Judd Hobson
CARRIED: 6/0

7.0 REVIEW AND ASSESSMENT OF INTERSECTIONS

Title	Review and Assessment of Intersections
Date of Report	17 April 2025
Author	Mr Peter Hall – Program Manager
Attachments	WSFN Basis of Design - DRAFT (Doc No. WSFN-BD2023-002 – 30 August 2024
Senior Officer	Mr John Nuttall – Program Director

Background:

As the WSFN 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 WSFN Technical Committee.

WSFN 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 WSFN 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 WSFN is now providing the trigger to upgrade. The State provides advise, approves the design and traffic management plans.

The WSFN 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 is 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 / 05-109**

The Technical Committee recommends that:

1. the Steering Committee **endorse** the case-by-case risk-based approach for all intersections and,
2. the Steering Committee **directs** the PMT to **add an addendum** to the Basis of Design outlining the WSFN position as per the above agreed Technical Committee criteria.

MOVED: **Mike Hudson**
SECONDED: **Torre Evans**
CARRIED: **6/0**

Torre Evans left the meeting at 11:04 am.

8.0 LIMITS OF RESPONSIBILITY – WHEATBELT SECONDARY FREIGHT NETWORK

Title	Limits of Responsibility
Date of Report	17 April 2025
Author	Mr Peter Hall – Program Manager
Attachments	<ul style="list-style-type: none"> • Narrative on the WSN Limits of Responsibility • January 2022 Operational Procedure 113 – Maintenance Responsibilities within Town Sites • March 2025 - DRAFT – Operational Procedure 113 – Operational Boundaries and Asset Maintenance Responsibilities
Senior Officer	Mr John Nuttall – Program Director

Background:

The Wheatbelt Secondary Freight Network (WSFN) is in its year 6 of program delivery. All the development and construction projects specified in the agreement have been completed on the routes and roads including upgrades on intersections. The considerations of the Road Safety Audits (RSA) have identified a need for the WSN to determine or discuss limits of responsibilities for various general network interaction circumstances being:

- Town boundaries, streets and drainages
- Local road intersections sealed and unsealed, meeting Australian standards or not
- State Intersections
- Property crosses over access
- Interactions with other service providers e.g. Arc, Water, Telstra etc
- Interactions with private enterprises

Consultation:

Main Roads WA as the state agency for roads has set limits where they will either pay for or undertake specific roles within certain circumstances within each of the above criteria, these include maintenance actions and upgrade.

Proposal:

- WSN has **no** maintenance action / funding for consideration.
- Discuss and set WSN responsibility for each of the above items in terms of upgrades.

Financial Implications:

This will consolidate what WSN will and will not pay for or allow as part of the upgrade.

Risk Assessment:

Setting the limits of responsibility for the WSN will reduce any risks of over or under commitment. It will help alleviate any grey areas.

These limits will assist both the Technical and Steering Committees in determining consistency of the WSN involvement.

Comment:

As routes are completed and the last sections are coming through built up areas and interactions with businesses etc., these limits will be needed but there will still be some exceptions.

RESOLUTION TC2025 / 05-110

The Technical Committee recommends that the Steering Committee **accept and approve** the limits as set in the attached “Narrative on the WSFN Limits of Responsibility” document and that this document be added to the Basis of Design.

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

9.0 GENERAL BUSINESS / DISCUSSIONS

- Application process for future funding beginning Year 2026 / 2027 commenced
- Requirements for robust project assessment (maps, photos, points of interests etc.) and to include requests for site visits and contacting Technical Committee members in that particular area to visit sites where possible, with the WSFN Program Manager to have a second set of eyes over the project.

10.0 DATE OF NEXT MEETING

The Technical Committee meetings for the year 2025 are as follows:

- Friday 18 July WSFN Office – U37/5 Keane Street, Midland
- Friday 19 September WSFN Office – U37/5 Keane Street, Midland

11.0 CLOSURE

There being no further business to discuss the Chairperson closed the meeting at 11:40 am.