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FROM THE PROGRAM DIRECTOR

Our office at Unit 37/5 Keane Street, Midland is now open and fully operational. We have space for WSFN Local Government staff to work and/or hold meetings. The office is close to the Midland Gate Shopping Centre where there is plenty of parking as well as on street parking close by.



To book a space, please contact our Executive Officer on 9250-5971 or executiveofficer@wsfn.wa.gov.au.

By now, all the members of the Steering Committee, Technical Committee as well as the 42 member Shires should have been able to log in to our website www.wsfn.wa.gov.au. If not, please give us a call or send us an email to assist you with your log in details. The website holds all the WSFN documents, forms, information that each Shire will require when undertaking WSFN development and/or construction projects.

It will also be the repository for both the Technical and Steering Committee minutes (past and ongoing).

We welcome any feedback regarding information or documents that are required to be loaded onto the website for access.

To submit your inquiry, please click on the link below:

[Online Form - Enquiry Form » Wheatbelt Secondary Freight Network \(wsfn.wa.gov.au\)](http://www.wsfn.wa.gov.au)

Our 42 member Shires: Beverley| Brookton| Bruce Rock| Chittering| Corrigin| Cuballing| Cunderdin| Dalwallinu| Dandaragan| Dowerin| Dumbleyung| Gingin| Goomalling| Kellerberrin| Kondinin| Koorda| Kulin| Lake Grace| Merredin| Moora| Mt Marshall| Mukinbudin| Narembeen| Narrogin| Northam| Nungarin| Pingelly| Quairading| Tammin| Toodyay| Trayning| Victoria Plains| Wagin| Wandering| West Arthur| Westonia| Wickepin| Williams| Wongan-Ballidu| Wyalkatchem| Yilgarn| York

COMPLETION OF PROJECTS FOR 2022/2023

The year end 2023 is fast approaching and we would like to remind all local governments who have projects to be completed before the end of the year to submit a WSFN Certificate of Completion which can be found on our website and the following link: [certificate-of-completion-form \(wsfn.wa.gov.au\)](https://wsfn.wa.gov.au/certificate-of-completion-form)

All invoices should also be processed without delay so that acquittals can be facilitated.

Our thanks and congratulations to the Shires who have completed their projects on time and have submitted all the necessary documents.

WSFN TRAFFIC COUNTERS 2023/2024

The WSFN is undertaking a review of the Multi Criteria Analysis (MCA) review for the entire freight network and majority of the Shires have agreed to place, monitor, download and report the counts from traffic counters on agreed locations. The traffic counters will be in place for a period of twelve (12) weeks beginning September 2023 until early 2024. The GPS location of the counters must be added to the attributes field during set up and commencement of the count. The team from METROCOUNT be render assistance and we recommend that participant Shires monitor and inspect the counters weekly.

WSFN requires the raw data only (ECO) to be downloaded from the counter.

For further information and assistance regarding installation of traffic counts, please contact:

- Metrocount based – **(08) 9430 6164**, all support is free.
- WSFN based – Peter Hall – Program Manager on **0417 936-755**

Please note that the Traffic Count Installation list is now available on wsfn.wa.gov.au – please use your login details to access the website.

Email confirmation regarding your allocated traffic counters will be sent closer to the requested date of installation of traffic counters.

BUDGET APPROVALS 2024-2025

The WSFN member Shires have the opportunity to review the budget and scope of their 2024/2025 projects. This review process is for local governments to refine their project budgets and scope based on previous year's projects. The following should be received by WSFN by close of business 30 September 2023:

- Full scope of the works
- Copy of the Shire cost workings sheet that must show as a minimum:
 - Plant rates and hours
 - Labour rates and hours
 - Materials quantities and rates
 - Contractor rates and hours

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- Specialist treatment areas and rates (sealing, stabilisation etc)
- Timeline to complete the works.
- Evidence to support a revision such as quotes, council minutes showing internal rate changes.

Submissions received after this date without prior approval may jeopardise the Shire's projects and funding for the 2024/2025 financial year. A letter from the WSFN Steering Committee will be sent out to the Shires before 31 March of each year notifying of approved funding. An acknowledgement from the CEO committing to the project scope, budget and claims process must be received, which will then be submitted to Mains Roads WA for inclusion in the PPR.

For further information please contact WSFN Program Manager on programmanager@wsfn.wa.gov.au

WSFN COMMITTEE MEMBERSHIP

The WSFN Governance Plan 10.2.1 – Membership states that:

Steering Committee membership shall be made up of the following:

- 8 voting members – 1 elected member from each of the 8 Sub Regional Road Groups (SRRG's) within the Wheatbelt Region.

An item was presented to the Steering Committee meeting on 01 September 2023. The SRRG elected to the Steering Committee for a two-year term at the first SRRG meeting following the local government elections of Saturday 21 October 2023. The names of the nominated SRRG members must be provided to the WSFN team as soon as nominations are determined. It is important that both Technical and Steering Committees have full memberships and proxies to cover the members absences to ensure that all positions are filled.

Also, the WSFN Program Director has offered to attend the initial meeting of each of the SRRG to emphasise the work of WSFN and the need for members to be appointed to each of the committees.

For further information please contact the WSFN on 9250-5971 or executiveofficer@wsfn.wa.gov.au

NOW AVAILABLE ON THE WEBSITE:

- Minutes of the Technical Committee Meeting held on 11 August 2023
- Minutes of the Steering Committee Meeting held on 01 September 2023
- Traffic Counter Installation List / Schedule
- Please visit www.wsfn.wa.gov.au for various publications, forms etc.