



MINUTES

ROAD REFERENCE GROUP MEETING

8 February 2022

The Chief Executive Officer recommends the endorsement of these minutes at the next Meeting of the Road Reference Group

Signed:
(CEO)

A handwritten signature in black ink, appearing to be 'J. Murray', is written over the dotted line of the signature field.

Date 9 February 2022

These minutes were confirmed at the Road Reference Group Meeting held on

Signed:

(Presiding Person at the meeting at which minutes were confirmed)

Acknowledgement of Noongar People

The Shire of Narrogin acknowledges the Noongar people as traditional custodians of this land and their continuing connection to land and community. We pay our respect to them, to their culture and to their Elders past and present.

Naatj ngiyan Birdiya Gnarojin kep unna nidja Noongar Moort ngaala maya nidja boodjera baarlap djoowak karlerl koolark. Ngalak niny ngullang karnan balang Bibolman baalap borong koora wer boorda.

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Please note that meetings may be recorded for minute taking purposes.

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ROAD REFERENCE GROUP MEETING

8 FEBRUARY 2022

1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

Being the inaugural meeting of the Road Reference Group post the October 2021 Local Government elections, Torre Evans – Executive Manager Technical and Rural Services (EMTRS) presided and opened the meeting at 5:35 pm.

EMTRS called for nominations for the position of Presiding Person, Cr Graham Broad nominated Cr Tim Wiese and Cr Murray Fisher seconded the nomination. Cr Wiese accepted the nomination. There being no other nominations Cr Tim Wiese was elected and declared by EMTRS as Presiding Person of the Road Reference Group until October 2023.

Cr Tim Wiese then took the Chair.

2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

Reference Group Members (Voting)

Cr Tim Wiese – Presiding Person

Cr Graham Broad – Deputy Shire President

Cr Murray Fisher

Staff (Non-Voting)

Mr T Evans – Executive Manager Technical & Rural Services

Mr J Warburton – Manager Operations

Mrs W Russell – Executive Support Officer – Minutes

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

OFFICERS' RECOMMENDATION & MEETING RESOLUTION

Moved: Cr Graham Broad Seconded: Cr Murray Fisher

That the minutes of the Road Reference Group Meeting held on 28 April 2021 be confirmed as an accurate record of the proceedings.

CARRIED 3/0

4. DECLARATION OF INTEREST BY ELECTED MEMBERS AND COUNCIL EMPLOYEES IN MATTERS INCLUDED IN THE MEETING AGENDA

Name	Item No	Interest	Nature
Cr Tim Wiese	6.1	Proximity/Impartiality	

Item 6.1 refers to vegetation maintenance and does not require a decision from the group but was presented as a discussion topic so the group is aware of locations where pruning maintenance will occur into the future. It is the EMTRS's opinion that there is no declaration of interest required for this item.

5. MATTERS WHICH REQUIRE DECISIONS

5.1 WHEATBELT SOUTH REGIONAL ROAD GROUP POLICY AMENDMENT AND AMALGAMATED ROAD FUNDING

Attachment 1. Draft report to Council on the Wheatbelt South Regional Road Group Policy Amendment and Amalgamated Road Funding.

The Road Reference Group (RRG) are requested to read Attachment 1 (draft report to Council) and to discuss the contents of the report and seek clarification, if any, from Officers.

OFFICERS' RECOMMENDATION & MEETING RESOLUTION

Moved: Cr Tim Wiese Seconded: Cr Graham Broad

That the Road Reference Group endorse and support the Wheatbelt South Regional Road Group Policy Amendment and Amalgamated Road Funding report and recommend that the EMTRS present the report to Council for resolution.

CARRIED 3/0

6. MATTERS WHICH REQUIRE DISCUSSION

The following items were requested for discussion by Cr Wiese.

6.1 TREE PRUNING - URBAN & RURAL

Cr Wiese previously declared an interest in this item, as no decisions were being made it was deemed acceptable for him to participate in the discussion.

For the RRG information, the following rural tree pruning guide is presented. The guide is based on Officer Inspections and any complaints received and is a living document being updated as required and at least annually.

<i>Shire of Narrogin Rural Road Vegetation Pruning Location Guide</i>	
Road Name	Year
Wangelin Gully Road (full length)	22/23
Highbury West Road (full length)	22/23
Birdwhistle Road (full length)	23/24
O'Dea Road (full length)	24/25
Highbury East Road (full length)	24/25
Blight Road (full length)	25/26
Warrens Road (full length)	25/26
Rushy Pool Road (full length)	26/27
Narrakine South Road (full length)	26/27

Currently, the Shire's excavator (which has a tree pruning attachment) is used for rural road tree pruning. A six-week block is budgeted annually for this task utilising the Shire's excavator, trucks, front end loader and staff.

In addition, and as required, pruning of rural road vegetation within the road reserve maintenance zone, is conducted on major road works i.e., sealing of gravel roads, gravel re-sheeting – approximately 18kms annually, and resealing of sealed rural roads.

Some guidance from the group regarding feedback from the community is requested:

- Are Elected Members receiving feedback from the community that more pruning on rural roads needs to be done? If so on average how many requests are being received and what roads have been identified?

The EMTRS made enquiries to a local contractor (Ashly Borgas), who is experienced and has the appropriate plant (excavator with mulcher) for the works and is also a WALGA Preferred Supplier for these pruning works to provide an estimate for rural tree pruning.

Ashly advised that he had carried out work for the former Shire and that he only conducts works for Local Government. The rate that was quoted was \$240 ex GST per hour which did not include traffic management. The workday lasted for 9.5 hours and dependant on the density of the vegetation he claimed he could on average complete 1km per day both sides of the road. This equates to \$2,508 (inc GST) per day per kilometre plus Shire staff providing traffic management at \$200 p/hr. The mulcher used by the contractor, would require a staff member

and tractor broom (\$110 p/hr) to follow the mulcher if the road was sealed and a grader with operator (\$110p/hr) if the road was gravel to clean the pavement.

The mulcher is limited in pruning of diameter, any pruning of limbs over 100mm in diameter, would slow the mulcher considerably and may require the Shires plant to prune, to clear or remove larger limbs.

Currently, the Shire's works crew and plant use and excavator with pruning shears, a front-end loader and a two trucks to prune and remove the pruning's to a farmer's paddock under agreement. This is a different style of pruning to that of a mulcher where the mulch leaves a shredded finish on the tree with pruning's left on the road reserve back slope. The Shire's excavator clean cuts limbs up to 300mm in diameter and to a height of 13m, if required, and can remove whole trees if required within the maintenance zone. The cost for Shire plant and staff per hour is \$560 ex GST, this includes plant depreciation, staff overheads. Traffic management is \$120 p/hr. The Manager Operations estimates that the Shire crew can prune 1km per day both sides of the road, or more, of dense vegetation within the maintenance zone.

It is important to note that pruning shears and mulching attachments, present two different methods of pruning. It is the authors' opinion that pruning shears are able to prune greater diameter limbs and are quicker to do so compared to a mulcher. The finished presentation of any significant tree is more desirable when pruned by shears over a mulcher.

In summary, the estimated cost to maintain one kilometre of vegetation per hour within the rural road reserve, ex GST, is:

- Contractor: \$550
- Shire: \$680

It is important to note that engaging a contractor presents an extra cash requirement within the Budget where as staff salaries and overheads are already accounted for.

Discussion from the group evolved around feedback received from some truck drivers and farmers that had relayed some locations where they think rural tree pruning should occur. Cr Weise supplied those locations which were:

- Clayton Road
- Pethybridge Road
- Carmody Road
- Boundain North Road
- Cowcher Road
- Tarwonga Road
- Narrogin Valley Road
- Congelin-Narrogin Road
- O'Neill Pethybridge
- Woolyerling Road

ACTION	Manager Operations - John to inspect the listed roads and advise EMTRS of any required actions.
	EMTRS to advise the RRG via email or the outcome of the inspections i.e. what action is required and when realistically the action may occur.

6.2 TRAFFIC COUNTS OVER HARVEST

Attachment 2. Traffic Count Wangeling Gully Rd

Attachment 3. Traffic Count Whimbin Rock Rd

Attachment 4. Austroads Vehicle Classification System 1994

Traffic counts taken over the harvest period are attached. The Manager Operations will address the group and give guidance and clarification of readings.

Traffic counts for Wangelin Gully and Whinbin Rock Roads are as follows. Two counters were placed on Whinbin Rock Road for Regional Road Group information and funding requirements.

- Wangelin Gully Road total. 507 vehicles for 37 days. Average of 13 vehicles per day where 58% were not trucks
- Whinbin Rock Road total. 2932 vehicles for 70 days. Average of 41 vehicles per day where 38% were not trucks

Austroads Vehicle Classification System 1994 is also attached for reference.

Cr Weise asked Manager Operation John to give guidance to the group on the data collected from the traffic counts which Manager Operations provided.

6.3 LINE MARKING BOXSELL ROAD

This item has been previously discussed by the RRG at the meeting held on 19 June 2018.

The following is an extract from that meeting's minutes:

“Summary

For the RRG information, Main Roads WA have advised against line marking and the installation of raised retro-reflective pavement markers (RRPM's) on Boxsell Road Narrogin.

Background

At the RRG meeting held 29 May 2018, the group (RRG) asked administration to investigate the possibility of applying line marking and or the installation of RRPM's to Boxsell Road.

Administration sent written correspondence to Main Roads WA for clarification on the enquiry as Main Roads are the regulatory body and are able to give direction and authorisation on such enquiries of a technical nature where liability may be a factor if specifications, regulations and guidelines are not adhered to.

Main Roads WA replied as follows:

MRWA will not approve regulatory line marking as the AADT and other criteria does not warrant their installation, as per the below.

The RRPM's are not regulatory and the Shire has authority to install non-regulatory items on Shire Roads. The installation of RRPM's without line marking however is not supported by MRWA. Basically the road would show a single line of yellow RRPM's, which can indicate to drivers that overtaking is permitted, whereas in this case may be dangerous to do so.

In response to your request; although MRWA do not support the proposed RRPM's installation, the Shire has the authority to install should they deem it safe and feel obligated to do so. I would however direct you to AS 1742 for guidance on their use.

Comment

Based on the response from Main Roads, it is not advisable to apply line marking or RRPM's to Boxsell Road. If the Shire was to apply line marking and install RRPM's against Main Roads advice and a traffic accident was to occur, then this could put the organisation/Shire in a position of liability."

There was little discussion on this item from the group as it had been presented at a past meeting. The group accepted the previous outcome from this item.

7. GENERAL BUSINESS

Nil.

8. CLOSURE OF MEETING

There being no further business to discuss, the Presiding Member declared the meeting closed at 7:04 pm.