

MINUTES

ROAD REFERENCE GROUP MEETING

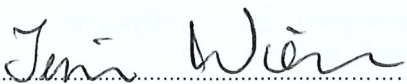
20 DECEMBER 2023

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

Signed: 
(CEO)

Date 22 December 2023

These minutes were confirmed at the Road Reference Group Meeting held on ... *24th APRIL, 2024*

Signed: 

(The minutes of the meeting held on 20 December 2023 were voted on were confirmed as an accurate record of the proceedings. The Presiding Person will be requested to sign this in the next Road Reference Group meeting)

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 ngiyen 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

20 DECEMBER 2023

1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

Being the inaugural meeting of the Road Reference Group post the October 2023 Local Government elections, Torre Evans – Executive Manager Technical and Rural Services (EMTRS) presided and opened the meeting at 5:35pm.

EMTRS called for nominations for the position of Presiding Person, Mr Leigh Ballard 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 2025.

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 Murray Fisher

Mr Leigh Ballard – Shire President (Proxy)

Staff (Non-Voting)

Mr Torre Evans – Executive Manager Technical & Rural Services

Mr John Warburton – Manager Operations

Ms Siobhán Gallagher – Executive Support Officer – Minutes

Apologies

Apology Cr G Broad – Deputy Shire President

Visitors

Nil

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

OFFICERS' RECOMMENDATION & MEETING RESOLUTION

Moved: Cr Tim Wiese

Seconded: Cr Murray Fisher

That the minutes of the Road Reference Group Meeting held on 11 May 2023 be confirmed as an accurate record of the proceedings.

CARRIED 3/0

For: President Ballard, Cr Fisher, Cr Wiese.

Against: Nil

4. MATTERS WHICH REQUIRE DECISIONS

There are no items presented for decision however draft revised ten year asset programs contained in 5.1 may be recommended to Council as a result of this meeting or may need further discussion at the next RRG meeting.

5. MATTERS WHICH REQUIRE DISCUSSION

5.1 DRAFT REVISED TEN YEAR ASSET PROGRAMS

The Road Reference Group (RRG) is presented with three road related asset management plans for discussion and consideration prior to recommendation to Council.

To deliberate on the strategic direction for the maintenance and development of our Shire's critical infrastructure, it is paramount to acknowledge the profound impact of comprehensive, forward-thinking asset management programs. These programs, particularly those spanning a decade, play a pivotal role in sustaining the functionality, safety, and longevity of our roads, footpaths, and essential fleet and plant replacements.

Implementing and adhering to a well-structured 10-year asset management program is foundational to the effective management of our infrastructure. Such programs not only ensure the consistent quality and reliability of our roads, footpaths, and plant replacements but also optimise financial resources through strategic planning and allocation. By systematically assessing the condition of our assets, forecasting their life cycles, and planning for maintenance and renewal, we safeguard against unnecessary expenditures while enhancing the overall infrastructure resilience.

Furthermore, the dynamic nature of technological advancements, changing environmental considerations, fluctuating financial grant funding opportunities and evolving community needs necessitates periodic review (annually or bi-annually) and adaptation of our asset management programs. Revisiting and refining these strategies allow us to incorporate the latest innovations, environmental standards, and community aspirations, ensuring that our plans remain relevant and aligned with contemporary best practices.

The RRG holds a significant responsibility in this regard. As a reference group of the Shire's road infrastructure, your careful consideration and evaluation of the efficacy and relevance of these draft revised long-term programs is vital prior to presenting these programs to Council for approval.

[Draft Revised 10 Year Road Program 2024 -2034 - \(Attachment 1\)](#)

The RRG should note that Roads to Recover (RTR) 100% Federal Grant Funding is granted over a five-year period with the current funding program concluding 30 June 2024. The grant funding body – the Department of Infrastructure, Transport, Regional Development, Communications and the Arts, have advised through a media release, that the next five-year RTR funding program post 2024 is confirmed, however they cannot provide detail of this program at this time inclusive of the five-year funding component which the Shire normally breaks down to an equal amount of expenditure each year for the five year duration. It is with this in mind that the RTR funding within the draft road program is an estimate based on current

RTR funding of \$350,000. This may change when the true figure is made available potentially up to double of \$700,000.

Narrogin Valley Road final construct new and seal 2km currently presents as a funding challenge. This project has been omitted from previous years due to financial restraints. The cost of this project is estimated at \$350,000 and would be better funded under road grant funding, namely RTR 100% and not municipal funding. It is with this in mind that the RRG and Officers discuss the best fit for this road, either:

- a. wait until the true RTR funding is announced or
- b. defer this project to later years under RTR or
- c. push one year RTR back to allow for this project to be done sooner than later?

The RRG would be aware, that the Shire, as an amalgamated Shire, is eligible for amalgamated WBSRRG funding ongoing, which is reflected within the road program. The WBSRRG resolved that the Shire of Narrogin would remain eligible for this funding and that it would amend its policy and procedure manual for future amalgamating Councils.

Wheatbelt Secondary Freight Network Grant Funding, which is a joint Federal 2/3 and State 1/3 (with the Shire needing to contribute 1/3 of the States 1/3) is a valuable funding opportunity that our Shire is eligible for on a small number of agreed WBSRRG roads with Wandering Narrogin Road being one of them. At the time of writing this agenda there has been a hold up with the Federal Government signing off on their 2/3 contribution which has caused effected LGA's concern on the funding of nominated and approved projects. A remaining 3kms of construction and seal on Wandering Road is shown in the ten-year road program for 2024/2025 (Attachment 1) and it is anticipated this will proceed.

Meeting Discussion

The Road Reference Group reviewed the 10 Year Road Program with discussion around the final 2km construction and seal of Narrogin Valley Road and how that will be funded. Consensus surrounding this project was to wait until the details surrounding RTR funding were available in 2024 and for the 10 Year Road Program and this project to be referred back to the next RRG meeting to be held in late February or March 2024.

There was consensus from the group that this project would not be funded with municipal funding if 100% RTR funding was available.

ACTION	EMTRS to await further advice from RTR regarding grant funding details and to reassess the 10 Year Road Program in regard to the Narrogin Valley Road project and resubmit the Ten Year Road Program for consideration to the RRG.
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Draft Revised 10 Year Footpath Program 2024-2034 - (Attachments 2 and 3)

A revised ten-year foot path program is presented as Attachments 2 and 3 to the RRG for discussion and comment. It is worth noting that a number of foot paths from 2024/2025 have

been put forward for consideration in the LRCI Phase 4 funding application to the value of \$237,599.

At Public Question Time at the November OCM, a question from Dianne Ferguson was read to the Council requesting a new foot path on Sydney Hall Way be installed. The Shire President referred the request to the RRG for discussion and recommendation back to Council. The EMTRS has inspected Sydney Hall Way and can advise the RRG that if a foot path was to be installed it would be 630m in length by 1.8m wide @ \$140 per linear metre with a total cost of \$88,200. It is worth noting that only one resident has requested a footpath be installed. Sydney Hall Way has many street trees and reticulated lawn verges so the installation of a foot path may cause concern for other residents. A letter drop to all residents in the street is a way of consultation on the matter and would measure what residents think about the idea. The EMTRS recommends to the RRG, that the administration first send a generic letter to all residents of Sydney Hall Way prior to the RRG and Officers making a recommendation of the subject.

Jacinta Russell, a P&C member of the Narrogin High School, has request additional foot paths near the Narrogin High School at Homer Street from Gray Street to Butler Street and on Gray Street from Homer Street to Hansard Street. Both these sections currently have hard surface pathways on them however Jacinta advises that student walk on the opposite side to that of the seal paths which is gravel, to get to parked vehicles who are waiting to pick them up.

The EMTRS, visited this site and supports this request which would make this area safer for pedestrians. These sections of foot path are not included in the current footpath program however can be added to later years. Homer Street is approximately 100m long @1.8m wide costing around \$15k and Gray Street is 130m long @ 1.5m wide due to street trees costing around \$15k.

Meeting Discussion

The Road Reference Group reviewed the 10 Year Footpath Program presented with discussion around the condition of various footpaths.

There was discussion around LRCI Phase 4 grant funding on footpaths of \$237,599 whereby

- A new concrete footpath can be included in the program on Sydney Hall Way from Lock Street to Sydney Hall Park in Year 11;
- New footpath to be included in the program in 2024/2025 on Homer Street from Grey Street to Butler Street – north side and on Grey Street west side from Homer Street to Hansard Street;
- Replacement footpath on Kipling Street from Gordon Street to Grey Street south side to be included in Year 12.

ACTION	Manager Operations to revise the 10 Year Footpath Construction program to include the above three points.
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Draft Revised 10 Year Plant Replacement Program 2024 – 2034 - (Attachment 4)

This draft revised program is presented as Attachment 4 to the RRG for discussion and consideration. This program is a continuation of the previous fleet and plant replacement program and will allow successful operations to continue governed under optimal replacement periods of essential plant and fleet.

Meeting Discussion

The Group considered and received the 10 Year Plant Replacement Program. The consensus was to increase the municipal reserve contribution by \$10,000 increments annually from 2024/2025 with the reason to boost the reserve in later years should there be a major plant breakdown.

ACTION	Manager Operations to revise the 10 Year Plant Replacement Program prior to submission to Council in 2024.
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5.2 Y JUNCTION CONCEPT AT WANERIE AND COORAMINING ROADS

Consultant Shawmac’s Y Junction Concept at Wanerie and Cooramining Roads, report is presented to the Group (Attachment 5) for their reference, discussion and comment. The EMTRS recommends the group consider if this project would be recommended to Council to become reality in future years, and when and how would it be funded.

Both roads are Wheatbelt South Regional Road Group (WBSRRG) registered roads which is partially grant funded by the State 2/3 and the Shire 1/3. Potentially could be funded under Commodity Route Grant Funding under the same State/Shire break down. The application for this grant funding would be by a Multi Criteria Assessment review process and may or may not be supported by the WBSRRG.

Meeting Discussion

The RRG received and endorsed the project as worthy of pursuing for further information and consideration.

EMTRS offered to carry out the following actions for presentation back to the group.

Actions to enable further consideration as follows.

ACTION	EMTRS and Manager Operations to make preliminary investigations with landowner to see if there is potential for this project to move forward. EMTRS and Manager Operations to investigate potential funding with MRWA ie Regional Road Group, Black Spot or Commodity Route or WSNF funding. EMTRS and Manager Operations to seek a quote for a Geotechnical report from a consultant.
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Once these actions have been complete the results to be presented to the next RRG meeting for the end February 2024 for the group’s further consideration.

5.3 SLIP LANE ON PIONEER DRIVE TO THE RAILWAY STATION

EMTRS will update the group on current consultants reports regarding the design and facilitate MRWA approval of a slip lane on Pioneer Drive to the Railway Station.

Meeting Discussion

EMTRS advised the group that this project is with the consultant for completion in March 2024.

5.4 CONCEPT DESIGN AND COSTINGS FOR THE NORTHERN HEAVY HAULAGE BYPASS ROAD FROM WILLIAMS KONDININ ROAD TO GREAT SOUTHERN HWY

EMTRS will update the group on current consultants reports regarding a detailed P50 report inclusive of concept design and costings to 50% accuracy for the Northern Heavy Haulage Bypass Road from Williams Kondinin Road to Great Southern Hwy.

Meeting Discussion

EMTRS advised the group that this project is with the consultant for completion in March 2024.

5.5 MANAGER OF OPERATIONS TO UPDATE THE GROUP ON CURRENT ROAD WORKS AND REMAINING CAPITAL WORKS.

The Manager Operations updated the group on the status of the following projects:

- a. Whinbin Rock Road 6km construct and seal
- b. Tarwonga Road Black Spot
- c. Construct and sealing Highbury Rest area 50% joint venture with MRWA
- d. Highbury East Road Culvert
- e. Manaring Road Bridge

6. GENERAL BUSINESS

The resident at 58 Argus Street requested some remedial works to address drainage on the road reserve in this area. The Manager Operations advised the group that a capital works project would be included in the 2024/2025 budget for council consideration. The project would comprise of road pavement widening and the installation of new curbing to rectify draining and road width issues.

7. CLOSURE OF MEETING

There being no further business to discuss, the Presiding Member declared the meeting closed at 7.26pm.