

SHIRE OF WEST ARTHUR**NOTICE OF ORDINARY COUNCIL MEETING**

The next Ordinary Meeting of the Shire of West Arthur Council will be held on
17 September 2019 in the Shire Chambers,
Darkan commencing at 6.00pm

Nicole Wasmann

CHIEF EXECUTIVE OFFICER

Date: 12 September 2019

1.	DECLARATION OF OPENING	2
2.	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	2
3.	PUBLIC QUESTION TIME	2
4.	RECORD OF ATTENDANCES/APOLOGIES/LEAVE OF ABSENCE	2
5.	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS	2
6.	CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS	2
7.	ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION	2
8.	REPORTS	2
8.1	OFFICER REPORTS	3
	ITEM 8.1.1 – FINANCIAL REPORT AUGUST 2019	3
	ITEM 8.1.2 – ACCOUNTS FOR PAYMENT	13
	ITEM 8.1.3 – 2019/20 SPRAYED SEAL WORKS	16
	ITEM 8.1.4 – WHEATBELT SECONDARY FREIGHT NETWORK PROGRAM – FORMALISATION OF COMMITMENT	18
	ITEM 8.1.5 – FENCING	46
	ITEM 8.1.6 – WASTE LOCAL LAW	47
	ITEM 8.1.7 – PLANNING APPLICATION FARM SHED	66
	ITEM 8.1.8 – PURCHASE A LOW LOADER	69
8.2	COMMITTEE REPORTS	70
8.3	ELECTED MEMBER REPORTS	70
9.	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	70
10.	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING ...	70
11.	CONFIDENTIAL ITEMS	70
12.	CLOSURE OF MEETING	70

ORDINARY COUNCIL MEETING AGENDA

- 1. DECLARATION OF OPENING**
- 2. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**
- 3. PUBLIC QUESTION TIME**
- 4. RECORD OF ATTENDANCES/APOLOGIES/LEAVE OF ABSENCE**
- 5. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**
- 6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**
 - 6.1 Ordinary Meeting of Council held 20 August 2019

That the Minutes of the Ordinary Meeting of Council held 20 August 2019 be confirmed.
- 7. ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION**
- 8. REPORTS**

8.1 OFFICER REPORTS**ITEM 8.1.1 – FINANCIAL REPORT AUGUST 2019**

LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	N/A
FILE REFERENCE:	N/A
DISCLOSURE OF INTEREST:	N/A
DATE OF REPORT:	12 September 2019

SUMMARY:

Consideration of the financial reports for the period ending 31 August 2019.

BACKGROUND:

The financial reports for the periods ending 31 August 2019 are included as attachments.

COMMENT:

If you have any questions regarding details in the financial reports, please contact the office prior to Council meeting so that sufficient time is given to research the request. This will enable the information to be provided at the Council meeting.

CONSULTATION:

Not applicable.

STATUTORY ENVIRONMENT:

Section 34 (1) (a) of the Local Government (Financial Management) Regulations 1996 states that a Local Government is to prepare monthly statement of financial activity including annual budget estimates, monthly budget estimates, actual monthly expenditure, revenue and income, material variances between monthly budget and actual figures and net current assets on a monthly basis.

POLICY IMPLICATIONS:

Not applicable.

FINANCIAL IMPLICATIONS:

Not applicable.

STRATEGIC IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple majority

OFFICER RECOMMENDATION – ITEM 8.1.1

That the financial report for the period ending 31 August 2019 as presented be accepted.

ATTACHMENTS:

- Financial Reports – 31 August 2019.

SHIRE OF WEST ARTHUR
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 31 August 2019

	Note	Annual Budget 2019/2020	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus (Deficit)	2	1,162,096	1,162,096	1,162,096	0	0%	
Revenue from operating activities							
Rates		1,706,538	1,703,044	1,703,144	100	0%	
Operating Grants, Subsidies and Contributions	6	755,939	258,191	272,246	14,055	5%	
Fees and Charges		299,226	101,923	99,555	(2,368)	(2%)	
Interest Earnings		78,237	3,520	2,503	(1,017)	(29%)	
Other Revenue		76,597	761	2,059	1,298	171%	
Profit on Disposal of Assets		16,045	0	0			
		2,932,582	2,067,439	2,079,507			
Expenditure from operating activities							
Employee Costs		(1,670,536)	(320,170)	(322,503)	2,333	(1%)	
Less overhead and wage allocations			24,500	23,333			
Materials and Contracts		(669,779)	(125,365)	(129,535)	4,170	(3%)	
less Pdepn and POC allocations			11,000	10,907			
Utility Charges		(85,000)	(14,167)	(10,312)	3,855	27%	
Depreciation on Non-Current Assets		(2,082,163)	(87,804)	(87,153)	651	1%	
Interest Expenses		(35,389)	0	0	0		
Insurance Expenses		(97,701)	(97,701)	(97,701)	0	0%	
Other Expenditure		(26,000)	(100)	(100)	0	0%	
Loss on Disposal of Assets		(1,666)	0	0			
		(4,668,234)	(609,807)	(613,064)			
Operating activities excluded from budget							
Add back Depreciation		2,082,163	87,804	87,153	(651)	(1%)	
Adjust (Profit)/Loss on Asset Disposal		(14,379)	0	0	0		
Movement in Local Government Trust		0	0	0			
Adjust Provisions and Accruals		0	0	(9,507)			
Amount attributable to operating activities		332,132	1,545,436	1,544,089			
Investing activities							
Grants, Subsidies and Contributions	6	1,057,659	235,554	235,554	0	0%	
Proceeds from Disposal of Assets		86,000	0	0	0		
Land and Buildings	7	(271,525)	0	0	0		
Infrastructure Assets - Roads	7	(1,395,630)	(35,000)	(34,252)	748	2%	
Infrastructure Assets - Other	7	(243,608)	0	0	0		
Plant and Equipment	7	(198,350)	0	0	0		
Furniture and Equipment	7	(85,000)	0	0	0		
Amount attributable to investing activities		(1,050,454)	200,554	201,302			
Financing Activities							
Proceeds from Self Supporting Loan - repayments		26,290	0	0	0		
Transfer from Reserves	5	393,059	0	0	0		
Repayment of Debentures		(90,698)	0	0	0		
Transfer to Reserves	5	(772,425)	(100)	(780)	(680)	(680%)	
Amount attributable to financing activities		(443,774)	(100)	(780)			
Closing Funding Surplus (Deficit)	2	0	2,907,986	2,906,707	(1,279)	(0%)	

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 1 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2019

Note 1: Explanation of Material Variances

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.

The material variance adopted by Council for the 2019/20 year is \$10,000 or 10% whichever is the greater.

Grants, Subsidies and Contributions

10337	General purpose grant income above budget. Will be \$41,349 above budget for full year.
-1062	Local roads grant income below budget. Will be \$4,246 less for full year.
4454	Culture grants received unbudgeted. Oral histories.

SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2019

Note 2: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

		Last Years Closing	Current
	Note	30 June 2019	31 Aug 2019
		\$	\$
Current Assets			
Cash Unrestricted	3	1,175,057	1,038,540
Cash Restricted - Conditions over Grants	6	0	262,843
Cash Restricted	5	1,756,241	1,757,021
Receivables - Rates	4	107,730	1,699,181
Receivables - Other	4	41,818	1,821
Inventories		21,550	21,550
		3,102,396	4,780,956
Less: Current Liabilities			
Payables		(184,059)	(117,228)
		(184,059)	(117,228)
Less: Cash Reserves	5	(1,756,241)	(1,757,021)
Net Current Funding Position		1,162,096	2,906,707

SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2019

Note 3: Cash and Investments

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
(a) Cash Deposits							
Municipal Bank Account	116,845			116,845	NAB	0.01%	At Call
Municipal Bank - Bendigo	169,062			169,062	NAB	0.02%	At Call
Municipal Cash Maximiser	514,876			514,876	NAB	0.01%	At Call
Trust Bank Account			519	519	NAB	0.01%	At Call
Trust Cash Maximiser			8,105	8,105	NAB	0.10%	At Call
Reserve Cash Maximiser		6,220		6,220	NAB	0.10%	At Call
Bendigo Reserve		801		801	Bendigo	1.00%	At Call
(b) Term Deposits							
Municipal term deposit	500,000			500,000	NAB	1.85	29/10/2019
Reserve term deposit		750,000		750,000	NAB	1.85	29/10/2019
Reserve term deposit		1,000,000		1,000,000	Bendigo	1.95	1/08/2019
Trust term deposit			90,000	90,000	NAB	1.74	13/11/2019
Total	1,300,783	1,757,021	98,624	3,066,428			
	1,300,783	1,757,021	98,624				
	-	-	-				

SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2019

Note 4: Receivables

Receivables - Rates Receivable	31 Aug 2019	30 June 2018	Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$		\$	\$	\$	\$	\$
Opening Arrears Previous Years	181,873	165,047	Receivables - General	62	0	213	1,546	1,821
Levied this year (incl rubbish & ESL)	1,801,769	1,769,903						
<u>Less Collections to date</u>	(210,318)	(1,753,077)	Balance per Trial Balance					
Equals Current Outstanding	1,773,324	181,873	Sundry Debtors					0
			Receivables - Other					0
Net Rates Collectable	1,773,324	181,873	Total Receivables General Outstanding					1,821
% Collected	10.60%	90.60%						
Less Recognised as doubtful	(74,143)	(74,143)	Amounts shown above include GST (where applicable)					

SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2019

Note 5: Cash Backed Reserve

Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Long Service Leave Reserve	156,202	2,812	69	50,000	0	0	0	209,014	156,271
Plant Reserve	94,159	1,972	42	309,829	0	(112,350)	0	293,610	94,201
Building Reserve	631,562	11,368	280	50,000	0	(130,000)	0	562,930	631,842
Town Development Reserve	69,595	1,253	31	0	0	(45,000)	0	25,848	69,626
Recreation Reserve	31,202	562	14	100,000	0	(10,000)	0	121,764	31,216
Heritage Reserve	5,128	92	2	300	0	0	0	5,520	5,130
Community Housing Reserve	109,024	1,962	48	20,000	0	(25,000)	0	105,986	109,072
Waste Management Reserve	80,044	1,441	36	40,000	0	0	0	121,485	80,080
Darkan Swimming Pool Reserve	33,219	598	15	5,000	0	0	0	38,817	33,234
Information Technology Reserve	57,988	1,044	26	3,000	0	(15,000)	0	47,032	58,014
Darkan Sport and Community Centre Reserve	223,747	3,757	99	30,000	0	0	0	257,504	223,846
Arthur River Country Club Renewal Reserve	25,049	451	11	6,000	0	(3,000)	0	28,500	25,060
Museum	127,858	2,301	57	0	0	(25,620)	0	104,539	127,915
Moodiarrup Sports Club Reserve	7,879	142	3	4,000	0	0	0	12,021	7,882
Landcare Reserve	46,885	844	21	0	0	(27,089)	0	20,640	46,906
Corporate Planning Reserve	34,000	612	15	0	0	0	0	34,612	34,015
Kids Central Reserve	429	8	0	0	0	0	0	437	429
The Shed Reserve	11,019	198	5	0	0	0	0	11,217	11,024
Recreation Trails Reserve	1,185	21	1	0	0	0	0	1,206	1,186
Community Gym Reserve	6,887	124	3	0	0	0	0	7,011	6,890
Economic Development Reserve	3,180	57	1	40,000	0	0	0	43,237	3,181
Road Reserve	0	0	0	82,677	0	0	0	82,677	0
	1,756,241	31,619	780	740,806	0	(393,059)	0	2,135,607	1,757,021

SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2019

Note 6: Grants and Contributions	Grant Provider	Type	Opening	Budget		Expected	YTD Actual		Unspent
			Balance	Operating	Capital		Revenue	(Expended)	
			(a)	(b)	(c)	(b)+(c)+(d)	(f)	(g)	(a)+(f)+(g)
General Purpose Funding				\$	\$		\$	\$	\$
Grants Commission - General	WALGGC	Operating	0	242,289	0	242,289	70,909	0	0
Grants Commission - Roads	WALGGC	Operating	0	244,114	0	244,114	59,967	0	0
Grants Commission - Bridges	WALGGC	Operating - Tied	0	90,000	0	90,000	0	0	0
Law, Order and Public Safety									
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Operating - Tied	0	38,500	0	38,500	11,054	(11,054)	0
Bushfire mitigation	Office of Emergency Management	Operating - Tied	0	5,000	0	5,000	0	0	0
Education and Welfare									
Kids Central Quarterly Grant	Federal DEEWR	Operating - Tied	0	8,500	0	8,500	0	0	0
Recreation and Culture									
Redevelopment of play and youth area	Lotterywest	Non-operating	0	0	65,000	0	0	0	0
Museum		Non-operating	0	0	20,000	0	0	0	0
Oral Histories	Lotterywest	Operating - Tied	0	0	0	0	4,454	0	4,454
Transport									
Roads To Recovery Grant - Cap	Roads to Recovery	Non-operating	0	0	329,877	329,877	0	0	0
RRG Grants - Capital Projects	Regional Road Group	Non-operating	0	0	344,487	344,487	137,800	89	137,889
Commodity Route Funding	Regional Road Group	Non-operating	0	0	244,384	244,384	97,754	22,746	120,500
Direct Grant	Main Roads	Operating	0	125,536	0	125,536	125,536	0	0
Economic Development									
Kylie Dam Project	Department of Water	Non-operating	0	0	53,911	53,911	0	0	0
TOTALS			0	753,939	1,057,659	1,726,598	507,474	11,781	262,843
SUMMARY									
Operating	Operating Grants, Subsidies and Contributions		0	611,939	0	611,939	256,412	0	0
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		0	142,000	0	142,000	15,508	(11,054)	4,454
Non-operating	Non-operating Grants, Subsidies and Contributions		0	0	1,057,659	972,659	235,554	22,835	258,389
TOTALS			0	753,939	1,057,659	1,726,598	507,474	11,781	262,843

SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 31 August 2019

Note 7: Capital Acquisitions

Assets	Account	YTD Actual			Budget			Variance	Comment
		Wages and Plant	Materials and Contractors	Total YTD	Wages and Plant	Materials and Contractors	Total Budget	Total YTD to Budget	
		\$	\$	\$	\$	\$	\$	\$	
Buildings									
Governance									
Shire office - solar power		0	0	0	0	(10,000)	(10,000)	10,000	
Governance Total		0	0	0	0	(10,000)	(10,000)	10,000	
Housing									
Renovations to existing homes		0	0	0	0	(25,000)	(25,000)	25,000	
Housing Total		0	0	0	0	(25,000)	(25,000)	25,000	
Recreation & Culture									
Football Changerooms Project		0	0	0	(2,000)	(22,625)	(24,625)	24,625	
Recreation & Culture Total		0	0	0	(2,000)	(22,625)	(24,625)	24,625	
Community Amenities									
Darkan Cemetery toilet		0	0	0	(20,000)	(10,000)	(30,000)	30,000	
Challet		0	0	0	(46,900)	(80,000)	(126,900)	126,900	
Transport Total		0	0	0	(66,900)	(90,000)	(156,900)	156,900	
Other Property & Services									
Staff Housing			0	0	(5,000)	(50,000)	(55,000)	55,000	
Transport Total		0	0	0	(5,000)	(50,000)	(55,000)	55,000	
Buildings Total		0	0	0	(73,900)	(197,625)	(271,525)	271,525	
Infrastructure									
Recreation And Culture									
Darkan Railway Reserve - redevelopment of play and youth area		0	0	0	(15,000)	(150,000)	(165,000)	165,000	
Recreation And Culture Total		0	0	0	(15,000)	(150,000)	(165,000)	165,000	
Economic Development									
Kylie Dam Water Project		0	0	0	(12,608)	(66,000)	(78,608)	78,608	
Economic Development Total		0	0	0	(12,608)	(66,000)	(78,608)	78,608	
Infrastructure Total		0	0	0	(27,608)	(216,000)	(243,608)	243,608	
Furniture & Office Equip.									
Governance									
Computer Server		0	0	0	0	(15,000)	(15,000)	15,000	
Governance Total		0	0	0	0	(15,000)	(15,000)	15,000	
Recreation & Culture									
Museum fit out		0	0	0	0	(70,000)	(70,000)	70,000	
Governance Total		0	0	0	0	(70,000)	(70,000)	70,000	
Furniture & Office Equip. Total		0	0	0	0	(85,000)	(85,000)	85,000	
Plant , Equip. & Vehicles									
Transport									
Administration vehicle		0	0	0	0	(52,000)	(52,000)	52,000	
Works vehicle		0	0	0	0	(46,350)	(46,350)	46,350	
Low loader		0	0	0	0	(100,000)	(100,000)	100,000	

SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 31 August 2019

Note 7: Capital Acquisitions

Assets	Account	YTD Actual			Budget			Variance	Comment
		Wages and Plant	Materials and Contractors	Total YTD	Wages and Plant	Materials and Contractors	Total Budget	Total YTD to Budget	
		\$	\$	\$	\$	\$	\$	\$	
Transport Total		0	0	0	0	(198,350)	(198,350)	198,350	
Plant , Equip. & Vehicles Total		0	0	0	0	(198,350)	(198,350)	198,350	
Roads									
Regional Road Group									
Darkan Moodiarrup Road		0	0	0	(147,880)	(139,910)	(287,790)	287,790	
Bowelling Duranillin Road		(133)	0	(133)	(139,915)	(119,780)	(259,695)	259,562	
Trigwell Bridge Road (Commodity Route Funding)		(34,119)	0	(34,119)	(167,945)	(198,670)	(366,615)	332,496	
Regional Road Group Total		(34,252)	0	(34,252)	(455,740)	(458,360)	(914,100)	879,848	
Roads to Recovery									
Boyup Brook Arthur Road		0	0	0	(85,255)	(33,130)	(118,385)	118,385	
Eulin Crossing Road		0	0	0	(37,877)	(15,000)	(52,877)	52,877	
Rutherford Road		0	0	0	(20,000)	(15,000)	(35,000)	35,000	
Shields Road		0	0	0	(46,866)	(9,255)	(56,121)	56,121	
Boyup Brook Arthur Road		0	0	0	(37,841)	(39,670)	(77,511)	77,511	
		0	0	0				0	
Roads to Recovery Total		0	0	0	(227,839)	(112,055)	(339,894)	339,894	
Shire Funded									
Growden Place		0	0	0	(46,010)	(51,172)	(97,182)	97,182	
Collie South East Road		0	0	0	(21,275)	(3,056)	(24,331)	24,331	
Dust Suppressions		0	0	0	(16,305)	(3,816)	(20,121)	20,121	
Shire Funded Total		0	0	0	(83,590)	(58,044)	(141,634)	141,634	
Roads Total		(34,252)	0	(34,252)	(767,169)	(628,459)	(1,395,628)	1,361,376	
Capital Expenditure Total		(34,252)	0	(34,252)	(868,677)	(1,325,434)	(2,194,111)	2,159,859	

ITEM 8.1.2 – ACCOUNTS FOR PAYMENT

LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	N/A
FILE REFERENCE:	N/A
DISCLOSURE OF INTEREST:	N/A
DATE OF REPORT:	11 September 2019

SUMMARY:

Council to note payments of accounts as presented.

BACKGROUND:

The schedule of accounts is included as an attachment for Council information.

COMMENT:

If you have any questions regarding payments in the listing please contact the office prior to the Council meeting.

CONSULTATION:

There has been no consultation.

STATUTORY ENVIRONMENT:

Section 12 of the Local Government (Financial Management) Regulations 1996 states that

- 12 (1) A list of creditors is to be compiled for each month showing –
- (a) The payee's name;
 - (b) The amount of the payment;
 - (c) Sufficient information to identify to transaction; and
 - (d) The date of the meeting of the council to which the list is to be resented.

POLICY IMPLICATIONS:

There are no policy implications.

FINANCIAL IMPLICATIONS:

There are no financial implications.

STRATEGIC IMPLICATIONS:

No strategic implications.

VOTING REQUIREMENTS:

Simple majority

OFFICER RECOMMENDATION – ITEM 8.1.2

That in accordance with section 13 of the Financial Management Regulations of the Local Government Act 1995 and in accordance with delegation, payment of Municipal Fund vouchers 26082019.1 – 26082019.10, 09092019.1 – 09092019.26 , Licensing, Salaries and Wages and EFT Transfers, Direct Debit totalling \$240,615.82 and Trust totalling \$0.00 listed (attached) be noted as approved for payment.

ATTACHMENTS:

- Cheque Listing

Cheque Detail

August 15 through September 11, 2019

Date	Num	Name	Original Amount
22/08/2019	EFT	SALARIES & WAGES	46,029.46
		PAYROLL	
26/08/2019	26082019.1	ADAM BROWN TILING	4,950.00
		TILING DARKAN FOOTBALL CLUB CHANGEROOMS	
26/08/2019	26082019.2	CAROL STANDISH	423.43
		REIMBURSEMENT FOR GOODS FOR SENIOR MEALS & COUNCIL MEETING	
26/08/2019	26082019.3	CJD EQUIPMENT PTY LTD	7,385.51
		PARTS & REPAIRS FOR LOADER	
26/08/2019	26082019.4	DARKAN LICENSED POST OFFICE	122.00
		PRINTER TONER FOR KIDS CENTRAL	
26/08/2019	26082019.5	FUELS WEST PETROLEUM	15,966.01
		DIESEL	
26/08/2019	26082019.6	KATANNING LCDC	116.99
		PURCHASE OF PLANTS	
26/08/2019	26082019.7	PUTLAND MOTORS	98.60
		PARTS FOR UTE - AIR & FUEL FILTER	
26/08/2019	26082019.8	SOURCE MY PARTS	1,324.40
		PARTS FOR LOADER L1 - WINDSCREEN, MIRROR ETC.	
26/08/2019	26082019.9	WEST ARTHUR COMMUNITY RESOURCE CENTRE	4,592.20
		LIBRARY & MEDICAL FUNDING, A3 PAPER, FOLDING FIRE & RATE NOTICES	
26/08/2019	26082019.10	WESTRAC BUNBURY	327.25
		PARTS JOYSTICK FOR PADFOOT ROLLER R8	
05/09/2019	EFT	SALARIES & WAGES	46,193.65
		PAYROLL	
09/09/2019	09092019.1	AIR LIQUIDE	229.64
		GAS CYLINDERS	
09/09/2019	09092019.2	AUSTRALIA POST	597.50
		POSTAGE OF RATES NOTICES AND REFLEX PAPER	
09/09/2019	09092019.3	BLACKWOOD BASIN GROUP (INC)	1,678.25
		LANDCARE SUPPORT FOR AUGUST 2019	
09/09/2019	09092019.4	BURGESS RAWSON	83.62
		WATER CONSUMPTION ON LAND LEASED FROM RAILWAYS	
09/09/2019	09092019.5	CAROL STANDISH	709.99
		REIMBURSEMENT FOR GOODS, CONTAINERS, LABLES FOR SENIOR MEALS	
09/09/2019	09092019.6	COLLIE BETTA HOME LIVING	1,356.00
		OVENS FOR JOINT VENTURE HOUSING UNITS	
09/09/2019	09092019.7	COLLIE BUS SERVICE	550.00
		BUS TRIP TO BUNBURY - WEDNESDAY 21 AUGUST 2019	
09/09/2019	09092019.8	DARKAN AGRI SERVICES	2,368.45
		BUILDING SUPPLIES, SHOWER HEADS, GLYPHOSATES, FERTILIZER, DROPPERS ETC	
09/09/2019	09092019.9	DAVID NOWLAND HYDRAULICS	379.14
		SEAL KITS FOR SEMI TRAILER SIDE TIPPER	
09/09/2019	09092019.10	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	15,775.20
		2019/2020 ESL 1ST QUARTER CONTRIBUTION	
09/09/2019	09092019.11	EASIFLEET MANAGEMENT- MOUNTSVILLE PTY LTD	4,095.85
		SALARY SACRIFICE PAYMENTS	
09/09/2019	09092019.12	FLEAYS STORE	13.50
		MILK FOR SHIRE AND KIDS CENTRAL	
09/09/2019	09092019.13	GREAT SOUTHERN WASTE DISPOSAL	6,195.32
		DOMESTIC, STREETS & RECYCLING COLLECTION	
09/09/2019	09092019.14	KERRY CHIA	75.01
		REIMBURSEMENT FOR PAYMENT OF ASTROTOURISM WORKSHOP	
09/09/2019	09092019.15	MM ELECTRICAL MERCHANDISING	49.50
		LIGHT GLOBES FOR CRC	
09/09/2019	09092019.16	MUSEUMS GALLERIES AUSTRALIA	143.00
		AUSTRALIAN MUSEUM AND GALLERIES ASSOCIATION MEMBERSHIP	

Shire of West Arthur Cheque Detail

August 15 through September 11, 2019

Date	Num	Name	Original Amount
09/09/2019	09092019.17	P & S GRIGGS PLUMBING	1,463.00
		CLEAR BLOCKED SEWER - ARTHUR RIVER HALL TOILETS AND HOUSE AT 7 HILLMAN ST	
09/09/2019	09092019.18	SOS OFFICE EQUIPMENT	649.01
		PHOTOCOPIER MAINTENANCE AND CONSUMABLES PER COPY CHARGE FOR AUGUST	
09/09/2019	09092019.19	SOUTH REGIONAL TAFE	1,395.00
		TRAFFIC MANAGEMENT REFRESHER COURSE FOR WORKS STAFF	
09/09/2019	09092019.20	SOUTH WEST FIRE COLLIE	622.38
		4/3 WATER PUMP FOR PERKINS PUMP & TRAILER	
09/09/2019	09092019.21	STATEWIDE BEARINGS	44.00
		V BELT FOR VIBROMAX ROLLER	
09/09/2019	09092019.22	STORE DJ CANNINGTON	399.00
		ZOOM H5 HANDY RECORDER FOR ORAL HISTORY PROJECT	
09/09/2019	09092019.23	TOLL TRANSPORT PTY LTD	110.06
		FREIGHT FOR PARTS - SOURCE MY PARTS, LIBRARY BOOKS, PARTS - WESTRAC	
09/09/2019	09092019.24	WA TREASURY CORPORATION	31,521.53
		QUARTERLY LOAN REPAYMENTS	
09/09/2019	09092019.25	WEST ARTHUR COMMUNITY RESOURCE CENTRE	115.50
		DOCTORS HOURS	
09/09/2019	09092019.26	WESTRAC	180.04
		FUEL CAP FOR CATERPILLAR PADFOOT ROLLER	
10/09/2019	DIRECT	DEPARTMENT OF HUMAN SERVICES	437.04
		PAYROLL DEDUCTIONS	
21/08/2019	B/PAY	SYNERGY	1,002.50
		ELECTRICITY CHARGES FOR 29 BURROWES STREET (HRC)	
21/08/2019	B/PAY	SYNERGY	145.85
		ELECTRICITY USAGE AND SUPPLY CHARGE FOR REES ROAD	
21/08/2019	B/PAY	SYNERGY	140.75
		ELECTRICITY USAGE AND SUPPLY CHARGE FOR THE LAKE	
21/08/2019	B/PAY	SYNERGY	125.65
		ELECTRICITY USAGE AND SUPPLY CHARGE FOR THE MOODI HALL	
21/08/2019	B/PAY	WATER CORPORATION	1,915.57
		VARIOUS WATER USAGE & SERVICE CHARGES	
26/08/2019	DEBIT	NATIONAL AUSTRALIA BANK	48.49
		NAB CONNECT ACCESS AND USAGE FEES	
28/08/2019	DEBIT	BENDIGO BANK	30.00
		BANK FEE	
29/08/2019	DEBIT	DEPT OF ENVIRONMENT & CONSERVATION 1	200.00
		GROWDEN PLACE AREA CLEARING PERMIT	
30/08/2019	DEBIT	NATIONAL AUSTRALIA BANK	172.38
		MERCHANT FEES	
30/08/2019	DEBIT	NATIONAL AUSTRALIA BANK	22.70
		END OF MONTH BANK FEES	
30/08/2019	DEBIT	NATIONAL AUSTRALIA BANK	20.00
		END OF MONTH BANK FEES	
20/08/2019	DIRECT	ATO	31,466.00
		AUGUST 2019 BAS & PAYROLL TAXATION	
		VOUCHERS	AMOUNT
MUNICIPAL FUND			
		26082019.1 - 26082019.10	35,306.39
		09092019.1 - 09092019.26	70,799.49
		EFT/DEBIT/BPAY	35,726.93
		SALARIES & WAGES	92,223.11
		LICENSING AUGUST 2019 TRANSFERS	6,559.90
		TOTAL	240,615.82

ITEM 8.1.3 - 2019/20 SPRAYED SEAL WORKS

LOCATION/ADDRESS: Various
NAME OF APPLICANT:
FILE REFERENCE:
DISCLOSURE OF INTEREST: Nil
DATE OF REPORT: 12 September 2019

SUMMARY:

Council to consider quotes received for the supply of bituminous products for the 2019/20 road program. It is recommended that the quote from Fulton Hogan be accepted.

BACKGROUND:

The 2019/20 road program includes resealing and bitumen works.

CONSULTATION:

Suppliers from Western Australian Local Government Association's preferred suppliers list were invited to quote.

Quotations from four suppliers were received and a summary of quotes is included on a separate attachment.

STATUTORY ENVIRONMENT:

The Local Government Act 1995 S 3.57 relates to tenders for the supply of goods and services. The Shire is not required to invite tenders for the supply of the goods and services where the supply is obtained through a WALGA preferred supplier (Local Government Functions and General Regulations 1996, S11 (2) (b)).

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

The quote from the recommended supplier is within budget estimates.

STRATEGIC IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Simple majority

ITEM 8.1.4-OFFICER RECOMMENDATION

That Fulton Hogan be contracted to complete the 2019/20 bitumen sealing works in accordance with the quote supplied, subject to minor amendments.

ATTACHMENTS:

Bitumen Quotes

Bitumen Tender 2019/20

Company	Total m2 - Primer	Primer Price per m2	Primer Total	Total m2 - Reseal	Reseal Price per m2	Reseal Total	Total m2 - Two Coat	Two Coat Price per m2	Two Coat Total	Total \$ (EX GST)
BUDGET	1650	\$3.88	\$6,402	50400	\$3.45	\$173,880	54940	\$6.00	\$329,640	\$509,922
Fulton Hogan	1650	\$8.30	\$13,695	50400	\$3.00	\$151,200	36750	\$4.14	\$152,145	
							9370	\$4.55	\$42,634	
							10840	\$5.14	\$55,718	
			\$13,695			\$151,200			\$250,496	
KEE Surfacing	1650	\$10.27	\$16,946	25900	\$3.94	\$102,046	36750	\$4.81	\$176,768	
				24500	\$4.02	\$98,490	5500	\$6.00	\$33,000	
							3870	\$7.16	\$27,709	
			\$16,946	50400		\$200,536	8820	\$6.99	\$61,652	
									\$299,128.50	\$516,610
Colas	1650	\$12.46	\$20,559	50400	\$3.39	\$170,856	36750	\$5.18	\$190,365	
							18190	\$6.11	\$111,141	
			\$20,559			\$170,856			\$301,506	
										\$492,921
Malatesta	1650	\$8.80	\$14,520	50400	\$3.50	\$176,400	36750	\$4.51	\$165,743	
							9370	\$5.61	\$52,566	
							8820	\$5.75	\$50,715	
			\$14,520			\$176,400			\$269,023	\$459,943

ITEM 8.1.4 – WHEATBELT SECONDARY FREIGHT NETWORK PROGRAM – FORMALISATION OF COMMITMENT

LOCATION/ADDRESS: N/A
 NAME OF APPLICANT: N/A
 FILE REFERENCE: N/A
 DISCLOSURE OF INTEREST: N/A
 DATE OF REPORT: 12 September 2019

SUMMARY:

The Wheatbelt Secondary Freight Network Steering Committee is requesting that the associated 42 Local Governments formalise their commitment to WSFN Program, to be eligible for future funding and project consideration, via a formal resolution of Council.

BACKGROUND:

The 42 local governments of the Wheatbelt region have worked collaboratively for over four years to secure funding to improve secondary freight network routes on local government roads in the Wheatbelt. The Wheatbelt Secondary Freight Network (WSFN) Program has successfully been allocated \$70 million of Federal funding (ROSI) and this has been matched with State funding of \$17.5 million (reflecting the 80/20 funding agreement). The State funding will be sourced two thirds from the State and one third from the local governments whose assets are being upgraded. The available \$87.5M will not be sufficient to upgrade all the identified 80 routes and good governance of this program, and ongoing collaboration between all parties, will be critical in securing additional funding.

Attached is the Program Governance Plan (PGP) which identifies how key governance and administrative aspects will be undertaken to ensure successful delivery of the program. It will assist to outline the structure and processes for decision making and consultation within the Wheatbelt Region Regional Road Groups (WR RRG) and local governments. The PGP will provide a framework and guidelines for all members of the WSFN Program to operate within. The PGP will be used to communicate to all stakeholders how the program will be governed. This PGP should be read in conjunction with the attached Program Delivery Plan and the Multi-criteria Analysis (MCA) Methodology documents that provide operational details about how on-ground capital works will be delivered for Stage 1 and beyond.

COMMENT:

Now that the initial funding for the delivery of on-ground capital works for Stage 1 has been confirmed, it is proposed that all 42 local governments formalise their commitment to WSFN Program, to be eligible for future funding and project consideration. It is requested by the WSFN Steering Committee that this formal commitment from all 42 councils be via a formal resolution of council, which will entail the presentation and acknowledgement of the following WSFN program documents:

- Project Governance Plan
- Program Delivery Plan
- Multi Criteria Analysis Methodology.

The 42 council resolutions will be collated as addendums to a formal agreement that the Regional Road Group will sign with the Federal and State Governments on behalf of all 42 local governments associated with the WSFN program formalising the ongoing commitment to the program.

In order to demonstrate best outcomes and value for money it is necessary to develop a transparent process to identify which routes have the highest priority for the limited available funding. A prioritisation of the Wheatbelt Secondary Freight Network routes will be a multi-criteria analysis (MCA) will be developed to score each route based on the available data submitted by local governments and the Revitalising Agricultural Region Freight (RARF) strategy being coordinated by the WA State Government. The criteria upon which each route will be assessed in the MCA includes:

Data Set	Description
ROSMA KSI Rate	ROSMA data will be supplied by Main Roads WA. It captures the rate of 'Killed or Serious Injury' (KSI) incidents on a route.
Seal Width	The seal width of the road described as a percentage of the route length, allowing an average seal width will be applied across the route. Seal width will be compared to a minimum seal width of 7m as per a Type 5 road.

Road Condition	Shire's have assessed road condition on a one to five scale, which has been applied as a direct metric. Five indicating very poor condition
ADT Counts	Average Daily Traffic counts provide data on the average number of total vehicles traveling on a road per day over the measurement period, capturing both heavy and light vehicle use.
ESA Counts	An Equivalent Standard Axle is defined as a dual tyred single axle transmitting 8.2 tonne to the pavement. ESA counts are therefore reflective of the total number and load of heavy vehicles that impact a road.

On-ground works for the WSFN Program are expected to commence in financial year 2020/21 and be staged over a three to five year period depending upon Federal Government stipulations.

For the year 2019/20 the WSFN have identified two pilot projects to begin on-ground works and refine project delivery methodologies and processes. These will be \$1 million dollars each and have been identified for the following shires:

Wheatbelt North

Shire of Victoria Plains

- Lancelin to Meckering Route
- Mogumber - Yarawindah Road

Project value \$1M

Wheatbelt South

Shire of Quairading

- Cunderdin to Kweda Route
- Cunderdin - Quairading Road

Project Value \$1M

Officers from local governments with prioritised projects will be essential to ensure successful delivery of individual projects. This will provide a great opportunity for knowledge sharing and collaboration across the region. It will allow members of the PTT to undertake both informal and formal training of LGA staff to upskill and improve their technical capacity. Where possible neighbouring LGs will be encouraged to share technical, workforce and plant resources to assist in the efficient on-ground delivery of individual projects.

Individual shires will provide the following to the Steering Committee for approval before any funding will be released

- Scope
- Budget
- Methodology
- Delivery
- WSFN 5 Year Plan incorporated in their LTFP. Individual shires incorporate into Council Budgets Annually.
- Funding will be distributed to local governments via MRWA in accordance with Governance Plan.

CONSULTATION:

The 42 local governments of the Wheatbelt region have worked collaboratively for over four years on this project.

STATUTORY ENVIRONMENT:

Nil.

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

Local Governments with projects approved over the course of the WSFN Program will be required to contribute approximately 7% of each individual project's total cost. The remaining funding will be provided by Federal Government 80% and State Government 13%.

STRATEGIC IMPLICATIONS:

In order to demonstrate best outcomes and value for money it is necessary to develop a transparent process to identify which routes have the highest priority for the limited available funding. A prioritisation of the Wheatbelt Secondary Freight Network routes will be a multi-criteria analysis (MCA) will be developed to score each route based on the available data submitted by local governments and the Revitalising Agricultural Region Freight (RARF) strategy being coordinated by the WA State Government. The criteria upon which each route will be assessed in the MCA includes:

Data Set	Description
ROSMA KSI Rate	ROSMA data will be supplied by Main Roads WA. It captures the rate of 'Killed or Serious Injury' (KSI) incidents on a route.
Seal Width	The seal width of the road described as a percentage of the route length, allowing an average seal width will be applied across the route. Seal width will be compared to a minimum seal width of 7m as per a Type 5 road.
Road Condition	Shire's have assessed road condition on a one to five scale, which has been applied as a direct metric. Five indicating very poor condition
ADT Counts	Average Daily Traffic counts provide data on the average number of total vehicles traveling on a road per day over the measurement period, capturing both heavy and light vehicle use.
ESA Counts	An Equivalent Standard Axle is defined as a dual tyred single axle transmitting 8.2 tonne to the pavement. ESA counts are therefore reflective of the total number and load of heavy vehicles that impact a road.

On-ground works for the WSNF Program are expected to commence in financial year 2020/21 and be staged over a three to five year period depending upon Federal Government stipulations.

For the year 2019/20 the WSNF have identified two pilot projects to begin on-ground works and refine project delivery methodologies and processes. These will be \$1 million dollars each and have been identified for the following shires:

Wheatbelt North

Shire of Victoria Plains

- Lancelin to Meckering Route
- Mogumber - Yarawindah Road

Project value \$1M

Wheatbelt South

Shire of Quairading

- Cunderdin to Kweda Route
- Cunderdin - Quairading Road

Project Value \$1M

VOTING REQUIREMENTS:

Simple majority

OFFICER RECOMMENDATION – (ITEM 8.1.4)

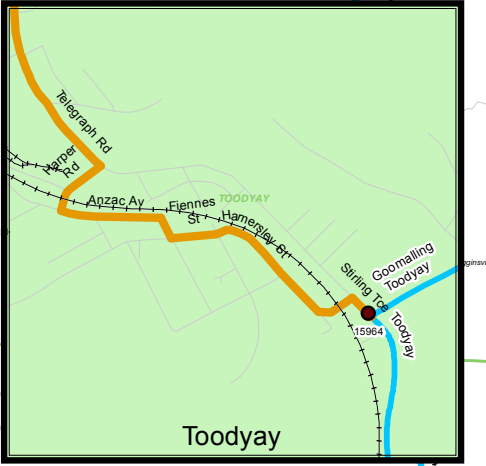
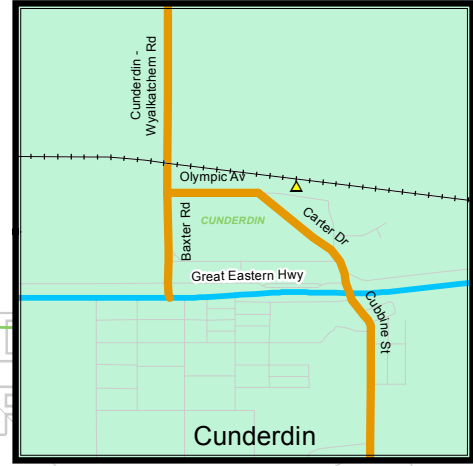
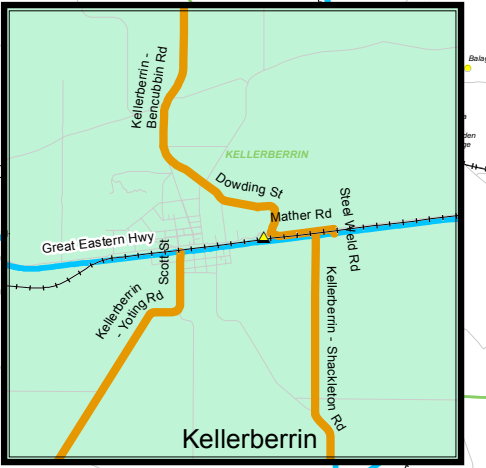
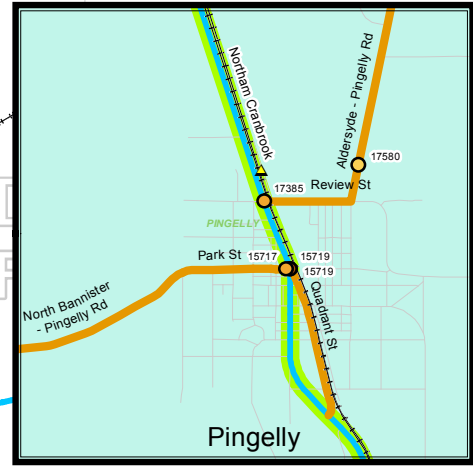
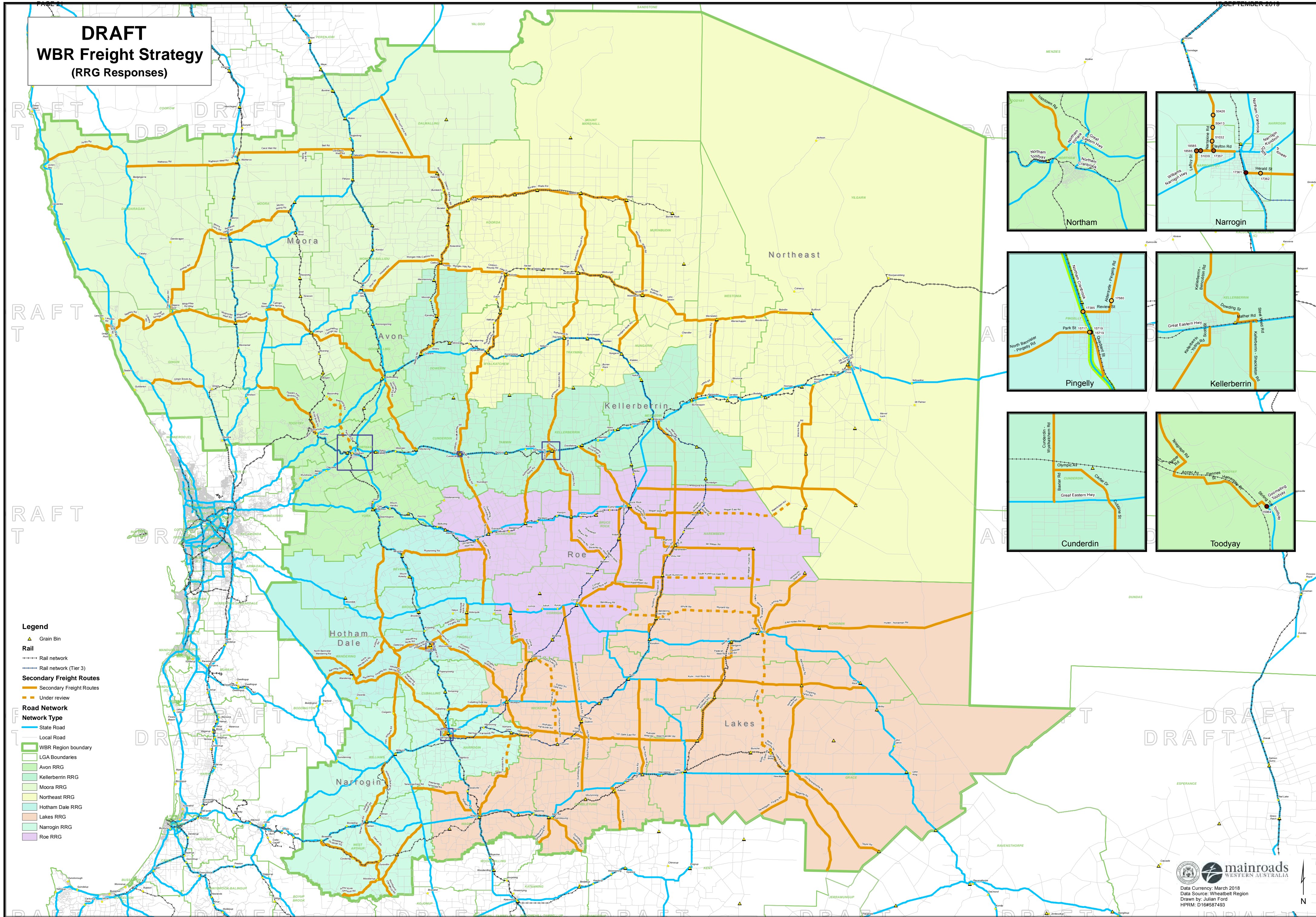
That Council:

1. Formalise their commitment the Wheatbelt Secondary Freight Network Program enabling them to be eligible for future funding and project consideration.
2. Receive the following WSNF Program documents which outline how the WSNF Steering Committee propose to administer the WSNF Program:
 - Program Governance Plan
 - Program Delivery Plan
 - Multi Criteria Analysis Methodology.
3. Endorse the processes and procedures outlined in the Program Governance Plan which enables the Wheatbelt North and Wheatbelt South Regional Road Groups and the WSNF Steering Committee to make decisions in accordance with in the Program Governance Plan.

ATTACHMENTS:

- Map and Plans

DRAFT
WBR Freight Strategy
(RRG Responses)



Legend

- ▲ Grain Bin
- Rail**
 - Rail network
 - Rail network (Tier 3)
- Secondary Freight Routes**
 - Secondary Freight Routes
 - Under review
- Road Network**
 - State Road
 - Local Road
- Network Type**
 - WBR Region boundary
 - LGA Boundaries
 - Avon RRG
 - Kellerberrin RRG
 - Moora RRG
 - Northeast RRG
 - Hotham Dale RRG
 - Lakes RRG
 - Narrogin RRG
 - Roe RRG



WSFN

WHEATBELT SECONDARY
FREIGHT NETWORK

PROGRAM GOVERNANCE PLAN

Table of Contents

1	Program Governance Outline	1
1.1	Program Overview	1
1.2	Goals	1
1.3	Background	1
1.4	Purpose of the Program Governance Plan.....	2
1.5	Governance and Delivery.....	2
1.6	Formal Agreement	2
2	Program Governance	4
2.1	Federal Government	4
2.2	State Government (Main Roads WA).....	4
2.3	Wheatbelt North and Wheatbelt South Regional Road Groups.....	5
2.4	WSFN Steering Committee	5
2.5	Program Technical Team.....	6
2.5.1	Program Technical Director	7
2.5.2	Project Manager.....	7
2.6	LGs.....	8

1 Program Governance Outline

1.1 Program Overview

The Wheatbelt Secondary Freight Network (WSFN) in the Main Roads WA Wheatbelt region comprises some 4,400km of Local Government managed roads that connect with State and National highways to provide access for heavy vehicles into the region. These roads are intended to enable large, high productivity trucks safe and cost-effective access to business. The WSFN project is developing a submission, with the supporting evidence and documentation required, to seek the addition of a program of road improvements across the network be added to the Infrastructure Australia (IA) Priority List.

The efficiency of supply chains serving industries in the Wheatbelt region is determined by the performance of the weakest link. Failure to maintain and improve productivity of the secondary freight network will reduce the international competitiveness of the Wheatbelt agricultural sector, which underpins employment and economic activity in the region. Transport links need to be addressed if the production of this sector is to be supported.

1.2 Goals

The 42 Local Governments (LGs) that collectively manage roads that comprise the Wheatbelt Secondary Freight Network are seeking to:

1. Efficiently deliver Stage 1 pilot projects funded through the Federal Government Roads of Strategic Importance (ROSI) program with State and Local Government co-contributions;
2. Develop a prioritised program of works for Stage 1 based on available funding (approximately \$87.5 million in funding for on-ground works), priority and deliverability.
3. Complete an "IA Stage 4 Business Case" submission covering the unfunded work needed to develop the WSFN to meet to industry requirements and submit this to Infrastructure Australia for inclusion on the Infrastructure Priority List (IPL).

1.3 Background

The 42 LGs of the Wheatbelt region have worked collaboratively for over 4 years to identify and now secure funding to improve secondary freight network routes on Local Government Roads in the Wheatbelt.

The 42 LGs have worked collaboratively with a number of State Government Departments to develop this plan and secure the Federal funding and this level of collaboration is unprecedented. In order to ensure ongoing success it is imperative that governance to deliver this program be established to administer the available funds and deliver the agreed outcomes in a transparent, reportable manner to the satisfaction of all parties; Local Governments, States Government and the Commonwealth.

\$70 million of Federal funding (ROSI) has been allocated and this has been matched with State funding of \$17.5 million (reflecting the 80/20 funding agreement). The State funding will be sourced two thirds from the State and one third from the Local Governments whose assets are being upgraded.

The available \$87.5M will not be sufficient to upgrade all the identified 80 routes and good governance of this program, and ongoing collaboration between all parties, will be critical in securing additional funding.

In addition to this the Shire of Koorda has received a REDS grant of \$100k for 2019/20 to engage a project manager for this project.

1.4 Purpose of the Program Governance Plan

The purpose of this Program Governance Plan (PGP) is to identify how key governance and administrative aspects will be undertaken to ensure successful delivery of the program. It will assist to outline the structure and processes for decision making and consultation within the Wheatbelt Region Regional Road Groups (WR RRG), their respective Sub-Groups and Local Governments. It will address who has responsibility for decision making on specific components. The PGP will provide a framework and guidelines for all members of the WSFN program to operate within. It also outlines how key administrative roles associated with program management such as stakeholder engagement, funding acquittal, project development and delivery and general correspondence will be undertaken. The PGP links all administrative tasks into a single concise document that members of the program governance team can regularly refer to.

The PGP will be used to communicate to all stakeholders how the program will be governed. It also provides a reference from which the governance of the program can be evaluated at any point in time and modified or improved as required.

The process and procedures outlined in this PGP will enable Wheatbelt North and Wheatbelt South RRGs and the WSFN Steering Committee to make decisions in accordance with in the PGP. This approach would mitigate the need for every decision to be considered by all 42 Shires and would therefore enable swifter decision making.

1.5 Governance and Delivery

Given this funding is for Local Governments and all improvements are on Local Government assets it is appropriate that Local Government representatives determine program prioritisation, project selection, and appropriate standards and are responsible for design and delivery of the works.

It is proposed to split the Local Government responsibilities for this program delivery into three areas;

- Governance
 - Provide sound governance
 - Overall program management
 - Administration
- Management
 - Design and scoping of projects.
 - Delivery of individual identified projects
- Administration
 - Funding breakdown.
 - Funding acquittal.
 - Program agreements.

1.6 Formal Agreement

This PGP should be read in conjunction with the Program Delivery Plan and the Multi-criteria Analysis (MCA) Methodology documents that provide operational details about how the work will be delivered.

As outlined later in the PGP it is proposed that all 42 Local Governments are to formalise their commitment to WSFN Program, to be eligible for future funding and project consideration, via a formal resolution of Council, which will entail the presentation and acknowledgement of the following WSFN program documents:

- Project Governance Plan
- Program Delivery Plan
- MCA Methodology.

The 42 Council resolutions will be collated as addendums to a formal agreement (either a Deed of Agreement / Memorandum of Understanding, with exact terminology to be confirmed) that the Regional Road Group will sign with the Federal and State Governments on behalf of all 42 LGs associated with the WSFN program formalising the ongoing commitment to the program.

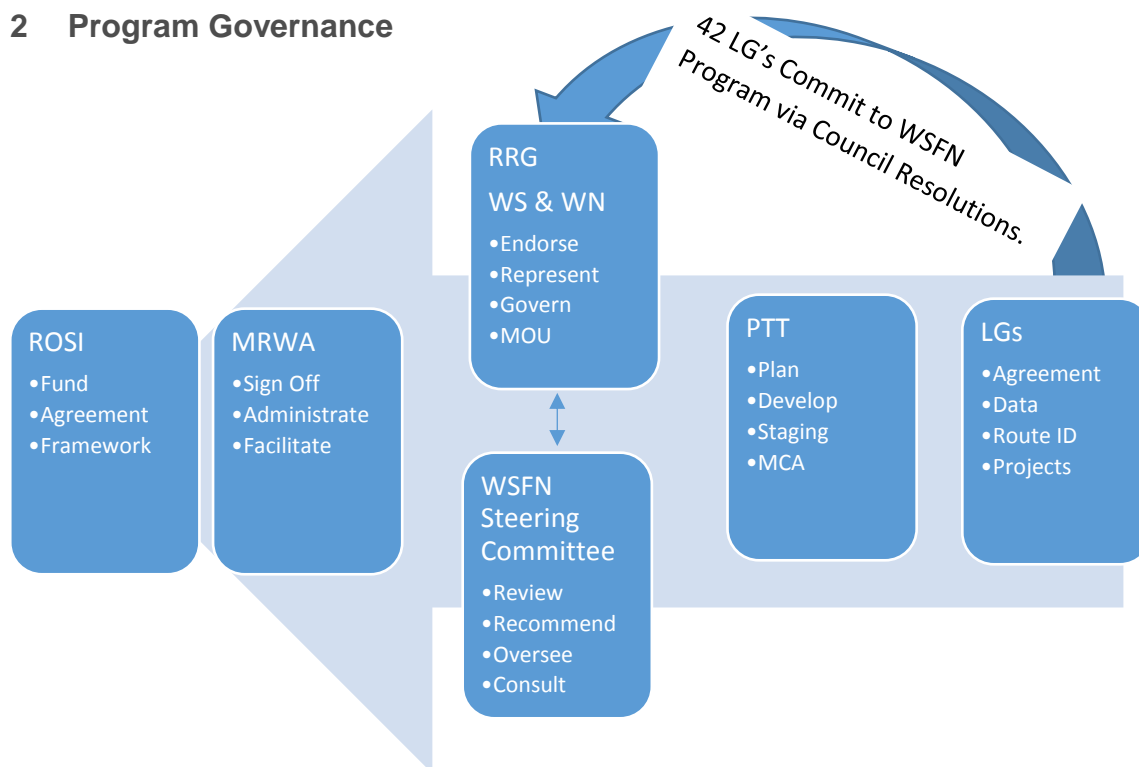
The following provides an overview of the delegations and approval processes for each relevant stakeholder group associated with WSFN program governance and delivery.

Document	WSFN Steering Committee	LG	RRG
Formal Agreement	Prepare & Submit	Commit	Approve
Governance Plan	Prepare & Submit	Receive	Approve
Program Delivery Plan	Prepare & Submit	Receive	Endorse
Preliminary MCA	Prepare & Submit	Receive	Approve
Annual Report	Prepare & Submit	Receive	Receive
Staging Plan	Prepare & Submit	Receive	Endorse
Annual Program Budget	Prepare & Submit	Receive	Endorse
Specific Projects	Approve	Commit	Receive

The Program Delivery Plan will be a “live” document that will evolve as the program and its various projects are delivered. It is envisaged that this document incorporate various learnings undertaken over the course of the program.

In submitting Program Proposal Reports to the Commonwealth Department of Infrastructure, Transport, Cities and Regional Development, that are required to enable payments from the Commonwealth to be made, Main Roads WA will confirm that the Program Delivery Plan and Annual Program Budget have been developed in accordance with the approved Governance Plan and that the projects have been delivered in accordance with the plans and budgets as amendment from time to time.

2 Program Governance



2.1 Federal Government

The Australian Federal Government intends to invest \$4.5 billion over ten years to the Roads of Strategic Importance (ROSI) initiative to help connect regional businesses to local and international markets, and better connect regional communities.

The WSFN Stage 1 prioritised program and on-ground capital works, up to a value of \$87.5 million, will be completed through the provision of Federal Government ROSI funds (\$70 million) along with matching State Government funds (\$11.7 million) and Local Government (\$5.8 million) co-contributions. The envisaged timeframe for this is 3 – 5 years subject to funding arrangements outlined by the Federal Government.

The Federal Government will:

- Provide guidance regarding program delivery and funding arrangements for WSFN program in-line with the ROSI requirements.
- Note Agreement between the 42 Local Governments of Wheatbelt North & Wheatbelt South Regional Road Groups (RRGs) regarding on-going support for investment in the WSFN and governance arrangements.
- Note a 5 year Staging Plan.
- Approve annual program plan through the Program Proposal Report (PPR).
- Provide funding to WA State Government via Main Roads WA in alignment with agreed milestones.

2.2 State Government (Main Roads WA)

Main Roads WA (MRWA) will represent the State Government in financial arrangements with the Commonwealth Department of Infrastructure, Transport, Cities and Regional Development and provide the link between the Federal Government and the WSFN. MRWA

will review the processes undertaken by RRGs, WSFN and associated LGs and approve when satisfied that these process have been complied with.

Federal and State Government funding will be managed through Main Roads WA. Main Roads WA will fulfil the public financial administration role as it does with the Regional Road Groups.

- MRWA Wheatbelt Regional Manager to sign off on individual projects.
- MRWA Wheatbelt Regional Manager to ensure the various projects are delivered in accordance with the project plan
- MRWA to administer funds.
- Reporting implementation of the WSFN Program will be an additional funding stream within the Wheatbelt North and Wheatbelt South Regional Road Groups.

2.3 Wheatbelt North and Wheatbelt South Regional Road Groups

The WSFN Program will use existing governance structures and decision-making processes within the Wheatbelt North (WN) and South (WS) Regional Road Groups.

The RRGs will make decisions in accordance with agreed processes and procedures based upon advice from WSFN Steering Committee and the PGP. Its specific roles and responsibilities will entail:

- WS & WN RRGs to enter into a formal agreement representing all 42 LGs confirming their inclusion in WSFN program.
- Receive and acknowledge Steering Committee decisions.
- Endorse Governance Plan under which the Steering Committee will operate.
- Approve Multi Criteria Assessment as recommended by Steering Committee
- Receive and Note the Annual Report as presented by Steering Committee
- Endorse the Program Staging Plan.
- Endorse the Annual Program Budget

Should WN & WS when approving programs not come to an agreed position it will be referred to mediation group comprising of RDA-W, WALGA and MRWA.

2.4 WSFN Steering Committee

The purpose of the Steering Committee is to provide oversight and governance to the program.

The Steering Committee is made up of the following members:

Voting Delegates

- 2 x Wheatbelt North Regional Road Group (WN RRG) Elected Members
 - Chairperson plus 1 other delegate
- 2 x Wheatbelt South Regional Road Group (WS RRG) Elected Members
 - Chairperson plus 1 other delegate

Non-Voting Delegates

- WSFN Program Technical Director (ex-officio from LG)
- WA Local Government Association (WALGA)
- Regional Development Australia - Wheatbelt (RDA-W)
- Main Roads WA - Wheatbelt Region (MRWA-WR)

- Wheatbelt Development Commission (WDC)

The Elected members are nominated to the Steering Committee for a two year term at the first RRG meeting following the LG elections. The Chairperson shall be elected at the first WSFN Steering Committee meeting following the LG elections.

Should the Steering Committee be unable to reach an agreed position it will be referred to mediation group comprising senior officers appointed by RDA-W, WALGA and MRWA.

The Steering Committee would work to set the goals and outcomes for the program in order for the Program Technical Team (refer Section 2.5) to develop a program brief and manage the consultant engagement process. Key roles would include:

- Set the goals and outcomes for the program.
- Provide political representation with State and Federal governments as well as their relevant authorities and departments.
- Identify funding opportunities and sources.
- Provide communication and consultation back to the WN and WS RRGs.
- Provide a collaborative approach to program delivery across multiple organisations.

The Steering Committee will recommend decisions to RRGs and approve the commitment of funds to individual LGs in accordance with agreed processes and procedures outlined in WSFN Governance Plan.

Specific roles and responsibilities of the Steering Committee will be to:

- Review and recommended to RRGs
 - proposed routes within each sub-group.
 - approved Multiple Criteria Analysis process.
 - prioritisation of the 80 routes in accordance with the agreed Multi Criteria Assessment
 - work programs for future years and project prioritisation plans.
- Approve projects and allocation of project funding on an annual basis against agreed scope and budget with individual Shires.
- Consult and communicate with their respective sub-groups and member LGs.
- Ensure relevant information is presented to each RRG meeting for consideration.
- Prepare annual reports of achievements in the previous year
- Report on decisions made and program progress to Regional Road Groups and Main Roads

2.5 Program Technical Team

The PTT would be a technical working group consisting of the WSFN Program Technical Director and Project Manager as well as a Technical Advisor from each RRG.

The PTT will also have the ability to co-op specific technical resources as and when is required.

The role of the PTT will be to undertake a multi-organisational approach to deliver all the components of the program. Key responsibilities will entail.

- Engage consultants as required to deliver the program outcomes.
- Prioritise the 80 routes in accordance with the agreed Multi Criteria Assessment.
- Prepare work programs for future years.
- Prepare annual reports of achievements in the previous year.
- Prepare scope for future works to ensure consistency along identified routes.
- Allocate budgets against agreed scopes with individual Shires.
- Report on decisions made and program progress to Steering Committee and Working Group.

2.5.1 Program Technical Director

It is proposed that this role is undertaken by a representative of a Local Government within the Wheatbelt Regional Road Groups. Their roles and responsibilities will entail:

- Technical Member of the Steering Committee.
- Chairperson and coordination of PTT.
- Review of Project Brief and Budget as prepared by the Project Manager and present to Steering Committee.
- Oversee Project Manager in conjunction with employing LG.

The Steering Committee will make a recommendation to the RRGs to approve the appointment of Program Technical Director for an initial period of 3 years commencing October 2019, and every 2 years thereafter, outside of an election cycle.

2.5.2 Project Manager

The Project Manager will form part of the Program Technical Team and will be an integral key to successful program delivery. The complexity and scale of this program is significant and well beyond the technical and financial capabilities of the Wheatbelt Local Government staff on an individual basis. Engaging an external Project Manager with the skills and expertise required to work with the PTT, relevant LG officers as well as technical consultants will ensure a cohesive and collaborative environment is established for optimum outputs.

The Project Manager will direct the work of the external technical consultants and will be the main contact for communication between the PTT and external consultants.

Key roles of the Project Manager will be to undertake streamlined planning and coordination of activities associated with finalising the assessment, prioritisation and delivery of Stage 1 priority projects with relevant LGs. The activities include:

- Refine design criteria and develop preliminary standards and designs
- Consolidate existing data to gain an understanding of road user requirements, the physical site, and environmental context and constraints
- Undertake a study of quantified issues and opportunities, for input into route prioritisation.
- Collation and review of existing road condition and traffic data and program scopes.
- Identify priority projects and the proposed scope and timing for staged implementation of planned network
- Refine a route prioritisation MCA tool and conduct analysis of selected routes.
- Develop a route staging plan.
- Collection of additional, more detailed road condition and traffic data and project scope refinement.

- Site visits including cursory visual inspections would be undertaken to support desktop activities and to inform gap assessment.
- Development of detailed investigation and survey of Stage 1 priority projects. Supporting investigations that may be required which would include feature survey, environmental surveys, traffic surveys, utility services investigations (such as potholing), geotechnical and hydrological investigation.
- Development of “approved” and funded shovel ready projects
- Allocation for specific design or engineering investigations for immediate priority works (environmental, geotechnical, survey, detailed design).

The Shire of Koorda will be the auspice of the funding of the Project Manager for a nominal period of 3 years commencing 2019 (nominally October) as per the REDS Funding agreement.

2.6 LGs

- 42 Local Governments are to formalise their commitment to WSFN Program, to be eligible for future funding and project consideration, via a formal resolution of Council, which will entail the presentation and acknowledgement of the follow WSFN Program documents:
 - Program Governance Plan
 - Program Delivery Plan
 - MCA Methodology.
- Provide necessary data to PTT to be utilised as part of MCA process and Staging Plan.
- Assist PTT with development of Staging Plan by identifying routes and assessing deliverability within the timeframes and parameters of the WSFN Program.



WSFN
WHEATBELT SECONDARY
FREIGHT NETWORK

MULTI-CRITERIA ANALYSIS METHODOLOGY



In order to demonstrate best outcomes and value for money it is necessary to develop a transparent process to identify which routes have the highest priority for the limited available funding. A preliminary prioritisation of the Wheatbelt Secondary Freight Network routes was performed to provide an initial example of the future process and assist in identifying high-value routes. A simple multi-criteria analysis (MCA) was developed to score each route on the available data. This was undertaken as part of the Business Case development and funding submission process.

The objective of the MCA is therefore to accurately reflect the relative need for upgrade works for each route across the network. To achieve this, the MCA must be based on clear and justifiable scoring system that uses good-quality and verifiable data.

Following the Preliminary MCA development the WSFN team have been able to obtain additional more detailed data from the Revitalising Agricultural Region Freight (RARF) strategy being coordinated by the WA State Government. This data will be distributed to the WSFN Steering Committee via Main Roads WA. The additional data will be incorporated as part of the development of a Revised MCA.

This document summarises the Revised MCA methodology of prioritising the 80 Secondary Freight Routes of the WSFN program.

The criteria upon which each route will be assessed in the MCA includes:

- Average Daily Traffic
 - as submitted by LGAs
 - which would actually be “peak season” traffic
- Equivalent Standard Axles / per day
 - as submitted by LGAs
 - which would actually be “peak season” traffic
- Seal Width
 - Linearly relates to percentage of road below minimum 7M requirement for seal width.
- Road Safety
 - ROSMA as per RARF data
 - KSI
- Road Condition Data
 - as submitted by LGAs
 - Simple Condition Grading Model - IPWEA, 2015, IIMM, Sec 2.5.4

Input Data

Data will be collated from a range of sources as summarised below. These data sources fall under two general categories, relating either to the condition or utilisation of each route (see further explanation below):

Category	Data Set	Description
Condition	ROSMA KSI Rate	ROSMA data will be supplied by Main Roads WA. It captures the rate of 'Killed or Serious Injury' (KSI) incidents on a route.
Condition	Seal Width	The seal width of the road described as a percentage of the route length, allowing an average seal width will be applied across the route. Seal width will be compared to a minimum seal width of 7m as per a Type 5 road.
Condition	Road Condition	Shire's have assessed road condition on a one to five scale, which has been applied as a direct metric. Five indicating very poor condition
Utilisation	ADT Counts	Average Daily Traffic counts provide data on the average number of total vehicles traveling on a road per day over the measurement period, capturing both heavy and light vehicle use.
Utilisation	ESA Counts	An Equivalent Standard Axle is defined as a dual tyred single axle transmitting 8.2 tonne to the pavement. ESA counts are therefore reflective of the total number and load of heavy vehicles that impact a road.

MCA Process

The MCA will use a three-step process to incorporate all routes into a final ranking system:

- Each set of data is scored on a consistent scale (e.g. 1 to 5) based the range of results in the data set. For example, if average daily traffic counts (ADT) range from a minimum of 100 to a maximum of 600 then the following scores could be applied (example only):

ADT Range	ESA Range	Seal Width (m)	ROSMA (KSI)	Road Condition	Score
100 – 199	0 - 25	> 8	0	Excellent: only planned maintenance required	1
200 – 299	25 – 50	7 - 8	0.2	Good: minor maintenance required plus planned maintenance	2
300 – 399	50 - 75	6 - 7	1	Fair: significant maintenance required	3
400 – 499	75 – 100	5 - 6	1.5	Poor: significant renewal/rehabilitation required	4
500 - 600	> 100	< 5	2	Very Poor: physically unsound and/or beyond rehabilitation	5

- The scores for each set of data are then combined using weightings (%) to reflect the importance of each set of results in establishing the need for works (example below). This system will be supported by a descriptive justification for the weighting applied to each set of data:

Data Set	Example Score	Weighting	Final Score
A	2	10%	0.2
B	3	20%	0.6
C	4	30%	1.2
D	1	40%	0.4
Total		100%	2.4 out of 5

3. The final score for all routes are then compared to rank the routes according to a simple priority system e.g. high, medium and low.

Application of Weightings

The weightings applied to each set of data must be reflective of the actual need for upgrade/repair works. At a high level, the need for the works stems from:

1. The current condition of the route and how far this is from an ideal standard
2. How much the route will be utilised, primarily by heavy vehicles

Anecdotal feedback to-date has been that heavy vehicles generally choose routes based on travel time, irrespective of road condition. The result being that particular routes will quickly deteriorate if they are not maintained to a high standard – at significant cost to the affected Local Government. As an initial base it is therefore proposed that Condition and Utilisation categories collectively each receive equal weightings of 50%. This initial system is illustrated below:

Category	Suggested Category Weighting	Data Sets	Individual Weighting
Condition	50%	KSI Rate Seal Width Road Condition	To be developed (sum to 50%)
Utilisation	50%	ADT ESA	To be developed (sum to 50%)

It is noted that a higher weighting has been applied to ESA counts as this is reflective of the number of freight vehicles. Freight vehicles account for the majority of road costs and potential benefits through reduced VOC and repairs/reconstruction costs, these costs are generally proportional to total ESA numbers.

Under this system a highly utilised route in moderate condition may be prioritised over a route that is in poor condition but is seldom used. In refining and finalising the MCA weightings, agreement will need to be reached on what weightings approach will achieve the best value-for-money considering the root causes of costs and the expected future utilisation of each route.

The criteria will be weighted according to relevance to the overall investment decision and these totals to produce the upgrade priorities for each route. The route prioritisation will be produced and presented using a high-level four stage project implementation schedule.

Project Funding

Funding will be considered for the highest priority projects and will proceed provided the relevant Local Governments commit to providing the necessary match funding (one third of the States 20%).

Some routes will have more challenges than others (environmental, land, heritage, utilities etc.) but this does not change the prioritisation. It may, however, impact on the year of delivery as more time may be required to get to delivery stage. In this case appropriate development funding will be provided to these high priority projects.

Once a route is funded a route specific project plan will be developed in accordance with the project management plan and each Local Government involved in development and delivery will sign up to a detailed scope of what is to be delivered and an associated agreed fixed budget will be allocated.

Additional Pavement Condition Data

It is proposed that TSD or FWD data is used to determine pavement condition. These data sets can be obtained through undertaking tests on all 80 of the identified routes. This data provides an indication of the nature and status of the existing road pavement including an indication of the relative residual life of the pavement in terms of equivalent standard axles (ESAs). The life of a pavement is always measured in ESAs and it is possible to determine the relative residual life of a pavement in terms of ESAs. When combined with ADT predictions a residual pavement life in terms of years can be ascertained. These surveys can be commissioned by the project through existing Main Roads contracts and data provided to Shires for all 80 routes.

Condition	TSD Pavement Condition	The collection of Traffic Speed Deflectometer data provides information on the pavement condition and remaining residual life of a road and is therefore reflective of future maintenance and/or reconstruction costs.
-----------	------------------------	--

Undertaking the TSD investigation and analysing the data is likely to take between 6-9 months and would unlikely be available until after April 2020.

This will be used to:

- To refine and update Prioritisation List for Priority 2-5 projects and subsequent Staging Plans.
- Provide further clarity on Priority 1 projects if require.



WSFN

WHEATBELT SECONDARY
FREIGHT NETWORK

PROGRAM DELIVERY PLAN

Table of Contents

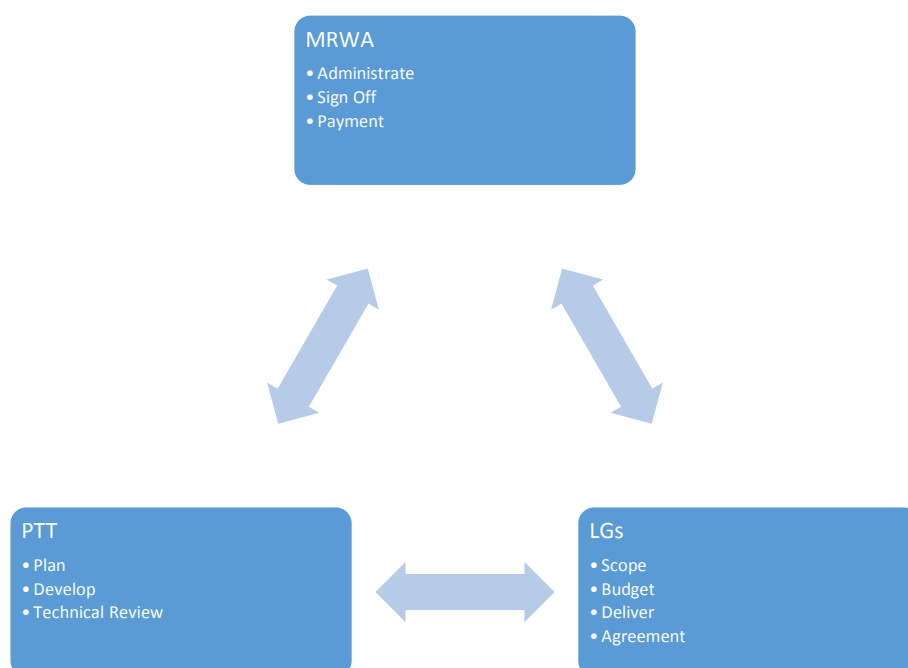
1	Program Delivery	1
1.1	MRWA.....	1
1.2	Program Technical Team.....	2
1.2.1	Program Technical Director	2
1.2.2	Project Manager.....	2
1.3	LGs.....	3
2	Project Administration	4
2.1	Project Management Funding	4
2.2	Capital Works Funding Administration	5
2.2.1	Funding Breakdown	5
2.2.2	Funding Acquittal	6
2.3	Project Delivery.....	6

1 Program Delivery

The program delivery structure aims to utilise existing resources across the LGs of the Wheatbelt RRG with input from other key program Working Group member organisation representatives. It also outlines the engagement of a Lead Consultant to undertake project management of the external technical consultancy components of the project.

The WSN has a strong project management and governance experience, which has been working on this project since 2017. The program has thus far been coordinated by the Working Group, with Garrick Yandle, CEO Shire of Kulin, (previously Executive Manager of Infrastructure with the Shire of Dandaragan) undertaking the role of Program Manager. The Working Group has been in close consultation with all member organisations, key stakeholders, as well as the design consultant and various state government regulatory authorities and potential funding bodies.

As part of the on-going delivery of the program the Working Group consists of the following:



1.1 MRWA

Funding is to be channelled through Main Roads WA to each LG undertaking works. Main Roads will therefore process payments that are demonstrated to be in line with the agreed program management procedures.

- MRWA WR Manager to sign off on individual LGA Projects.
- MRWA to administer funds through the RRG Local Government Interface Manager (LGIM).
- MRWA WR Manager to ensures the various plans are being implemented

- Acquittal and review process for Certificates of Completion and Progress Payments is proposed to be.
 - Progress Payment Certificate - First 50% (once project is approved)
 - Completion Certificate - Final 50% (once project is completed)

1.2 Program Technical Team

The PTT would be a technical working group consisting of the WSFN Program Technical Director and Project Manager as well as a Technical Advisor from each RRG.

The PTT will also have the ability to co-op specific technical resources as and when is required.

The role of the PTT will be to undertake a multi-organisational approach to deliver all the components of the program. Key responsibilities will entail.

- Engage consultants as required to deliver the program outcomes.
- Prioritise the 80 routes in accordance with the agreed Multi Criteria Assessment.
- Prepare work programs for future years.
- Prepare annual reports of achievements in the previous year.
- Prepare scope for future works to ensure consistency along identified routes.
- Allocate budgets against agreed scopes with individual Shires.
- Report on decisions made and program progress to Steering Committee and Working Group.

1.2.1 Program Technical Director

It is proposed that this role is undertaken by a representative of a Local Government within the Wheatbelt Regional Road Groups. Their roles and responsibilities will entail:

- Technical Member of the Steering Committee.
- Chairperson and coordination of PTT.
- Review of Project Brief and Budget as prepared by the Project Manager and present to Steering Committee.
- Oversee Project Manager in conjunction with employing LG.

The Steering Committee will make a recommendation to the RRGs to approve the appointment of Program Technical Director for an initial period of 3 years commencing October 2019, and every 2 years thereafter, outside of an election cycle.

1.2.2 Project Manager

The Project Manager will form part of the Program Technical Team and will be an integral key to successful program delivery. The complexity and scale of this program is significant and well beyond the technical and financial capabilities of the Wheatbelt Local Government staff on an individual basis. Engaging an external Project Manager with the skills and expertise required to work with the PTT, relevant LG officers as well as technical consultants will ensure a cohesive and collaborative environment is established for optimum outputs.

The Project Manager will direct the work of the external technical consultants and will be the main contact for communication between the PTT and external consultants.

Key roles of the Project Manager will be to undertake streamlined planning and coordination of activities associated with finalising the assessment, prioritisation and delivery of Stage 1 priority projects with relevant LGs. The activities include:

- Refine design criteria and develop preliminary standards and designs
- Consolidate existing data to gain an understanding of road user requirements, the physical site, and environmental context and constraints
- Undertake a study of quantified issues and opportunities, for input into route prioritisation.
- Collation and review of existing road condition and traffic data and program scopes.
- Identify priority projects and the proposed scope and timing for staged implementation of planned network
- Refine a route prioritisation MCA tool and conduct analysis of selected routes.
- Develop a route staging plan.
- Collection of additional, more detailed road condition and traffic data and project scope refinement.
- Site visits including cursory visual inspections would be undertaken to support desktop activities and to inform gap assessment.
- Development of detailed investigation and survey of Stage 1 priority projects. Supporting investigations that may be required which would include feature survey, environmental surveys, traffic surveys, utility services investigations (such as potholing), geotechnical and hydrological investigation.
- Development of “approved” and funded shovel ready projects
- Allocation for specific design or engineering investigations for immediate priority works (environmental, geotechnical, survey, detailed design).

The Shire of Koorda will be the auspice of the funding of the Project Manager for a nominal period of 3 years commencing 2019 (nominally October) as per the REDS Funding agreement.

1.3 LGs

Officers from LGs with prioritised projects will be essential to ensure successful delivery of individual projects. This will provide a great opportunity for knowledge sharing and collaboration across the region. It will allow members of the PTT to undertake both informal and formal training of LGA staff to upskill and improve their technical capacity. Where possible neighbouring LGs will be encouraged to share technical, workforce and plant resources to assist in the efficient on-ground delivery of individual projects.

- Individual Shires will provide the following to the Steering Committee for approval before any funding will be released
 - Scope
 - Budget
 - Methodology
 - Delivery
- WSFN 5 Year Plan incorporated in their LTFP.
- Individual Shires incorporate Project Budgets into Council Budgets Annually.
- Funding will be distributed to LGs via MRWA in accordance with Governance Plan.

2 Project Administration

As the WSFN Program and each individual LG project will be funded from three funding sources (Federal, State and Local Governments) it is important to clarify specific aspects with regards to the funding administration and delivery processes.

The Steering Committee put in separate funding submissions for a range of funding sources for both Management (administration, planning and design) Stage, as well as Capital Works Stage of the program. The program has been successful in obtaining funding from the following sources, as well as the required co-contribution from local governments:

Funding Source	Funding Amount	Stage
Regional Economic Development Grant	\$100K	Management
Local Government Co-contribution	\$252K 42 LGs x \$6K each	Management
Federal Government	\$70M	Capital Works
WA State Government	\$11.7M	Capital Works
Local Government	\$5.8M Individual LGs on project by project basis	Capital Works

2.1 Project Management Funding

The Project Manager is funded by the successful Regional Economic Development (RED) Grant through the WDC and acquitted by the Shire of Koorda. This specifically entails \$100K for a Project Manager to undertake project management.

The Project Manager will be initially contracted by the Shire of Koorda for a period of 3 years commencing 2019 (nominally October) as per the REDS Funding agreement.

Previously 42 local governments were asked to financially contribute to the WSFN project via a budget allocation of \$6,000 which was proposed to be part of a co-contribution towards BBRF. With the unsuccessful BBRF bid, it is proposed that the \$6,000 in financial contributions from each of the 42 local governments totalling \$252,000 be allocated to combine with the RED funding of \$100,000 to become project management pool of approximately \$350,000.

Funding Source	Funding Amount
RED Grant	\$100,000
Local Government Co-contribution	\$252,000
In Kind Contribution (approximately)	\$100,000
Project Management Total	\$452,000

This would contribute towards the overall project management requirements associated with the delivery of Stage 1 Priority Works over the course of an estimated 3 year delivery timeframe. Funding would contribute towards the following nominal requirements:

Role	Annual Funds	Comments
Project Manager	Nominal \$100,000 per annum of wages, plus superannuation and vehicle allowance and potentially accommodation	\$300,000 across 3 years
Project Administration and Communications Officer	Nominal \$20,000 per annum of wages only	\$60,000 across 3 years

Given the delivery of Stage 1 is likely to go over 5 years, then additional funding will be required for the Project Manager position. It is proposed that this additional funding be sourced via LGs contributing towards the PM as part of the LGs individual project budgets. A nominal figure for each project will be determined via the Steering Committee. As an example, a figure of 0.5% of total program funding (\$87.5M) would contribute approximately \$430K towards funding the Project Manager position. For each \$1M project approximately \$5,000 would be required to funding the Project Manager position. Individual LGs would still need to fund their own design, project management and project delivery of their individual projects.

Additional costs of vehicle and housing also likely to be required for the project manager position over the course the 5 years of delivery. The additional funding from each project would also contribute towards these additional costs.

Total project manager costs over 5 years are likely to be around \$750,000.

It is envisaged that a LG will advertise and employ the Project Manager over a 3 year period to work on the project on a part time basis. LGs with a desire to fulfil this role will be invited to make a submission to the WSNF Steering Committee for consideration. As indicated this contract will initially be managed by the Shire of Koorda for a period of 3 years commencing 2019 (nominally October) as per the REDS Funding agreement.

2.2 Capital Works Funding Administration

2.2.1 Funding Breakdown

The Australian Government will invest \$4.5 billion, including \$1 billion of additional funding committed in the 2019-20 Budget, to the Roads of Strategic Importance (ROSI) initiative to help connect regional businesses to local and international markets, and better connect regional communities.

Stage 1 priority program prioritisation and on-ground works, up to a capital value of \$90M, will be completed through the provision of Federal Government ROSI funds (\$70 million) along with matching State Government funds (\$11.7M) and Local Government (\$5.8M) co-contributions. The envisaged timeframe for this is 3 – 5 years.

Funding Source	Funding Ratio	Funding Amount
Federal (ROSI)	80%	\$70M
State	13.3%	\$11.7M
LGA (Own Source)	6.7%	\$5.8M
Total	100%	\$87.5M

The Federal Government's role will:

- Provide framework and guidelines for funding WSNF program via ROSI.
- Note Agreement with 42 LGs of WR RRG regarding WSNF.
- Note 5 year Staging Plan.
- Approve annual project plan.
- Provide funding to LG via WA State Government.

2.2.2 Funding Acquittal

Main Roads WA (MRWA) will represent the State Government in financial arrangements with the Commonwealth Department of Infrastructure, Transport, Cities and Regional Development and provide the link between the Federal Government and the WSNF. MRWA will review the processes undertaken by RRGs, WSNF and associated LGs and approve when satisfied that these process have been complied with.

Federal and State Government funding will be managed through Main Roads WA. Main Roads WA will fulfil the public financial administration role as it does with the Regional Road Groups.

- MRWA Wheatbelt Regional Manager to sign off on individual projects.
- MRWA Wheatbelt Regional Manager to ensure the various projects are delivered in accordance with the project plan
- MRWA to administer funds.
- Reporting implementation of the WSNF Program will be an additional funding stream within the Wheatbelt North and Wheatbelt South Regional Road Groups.
- Acquittal and review process for Certificates of Completion and Progress Payments is proposed to be.
 - Progress Payment Certificate - First 40% (once project is approved).
 - Progress Payment Certificate - First 40% (once project is commenced).
 - Completion Certificate - Final 20% (once project is completed).

2.3 Project Delivery

The following provides an overview of the key components associated with planning, development, scoping, prioritisation and delivery of on-ground works. It outlines how the Working Group, Steering Committee, PTT and LGs will work together towards successful project delivery.

Stage	Details
1. Program Staging Plan	<ul style="list-style-type: none"> ▪ PTT will develop a staging plan for program delivery. ▪ Relevant LGs will be informed of their proposed project and indicative budget, scope and year of delivery. ▪ Identification of Funds required for a 4 year program set in advance by project priority lists. ▪ Funding to be limited according to individual LG ability to deliver works.
2. Project Scoping and Approval	<ul style="list-style-type: none"> ▪ Stage 1 priority projects will be determined via the MCA process. ▪ Projects will be scoped and a preliminary budget developed by the PTT in-conjunction with individual LGs.

	<ul style="list-style-type: none"> ▪ Projects prioritisation will be undertaken via an MCA process by the PTT with input from relevant consultants as required. ▪ PTT will make recommendations to the Steering Committee for endorsement. ▪ The Steering Committee will then forward endorsed recommendations through to the relevant WN or WS RRG.
3. Detailed Scoping, Design and Budget Development	<ul style="list-style-type: none"> ▪ LGs will develop detailed budgets and designs (if necessary) for nominated Stage 1 priority projects. ▪ LGs are to include projects in their annual budget for the proposed year. ▪ LGs to be responsible for all relevant approvals. ▪ PTT to work with LGs to verify budgets.
4. Delivery	<ul style="list-style-type: none"> ▪ LGs will be responsible for tendering, project management and delivery of each project in the proposed year. ▪ PTT to work with LGs to provide technical assistance and advice during delivery. ▪ Incorporate into annual capital works program. ▪ Works already funded from other sources are not eligible for funding under this program. ▪ Cannot use existing funding sources, other than own sources funds, as co-contribution (ie not RRG or Roads to Recovery or Blackspot or Commodity Route funding sources)

ITEM 8.1.5 – FENCING

LOCATION/ADDRESS: N/A
 NAME OF APPLICANT: N/A
 FILE REFERENCE: N/A
 DISCLOSURE OF INTEREST: Nil
 DATE OF REPORT: 10 September 2019

SUMMARY:

Council to consider approving the use of K-rail style fencing in residential areas.

BACKGROUND

The owner of 21 Arthur Street Darkan has installed K-rail style fencing at the front of the property. The materials used are not in accordance with the Shire of West Arthur's Fencing Local Law, however there is discretion for a local government to approve this style of fencing.

CONSULTATION:

The owner is seeking local government approval for the fence as constructed.

Administration staff have liaised with local governments in our region to ascertain if the style of fencing would be permitted in neighbouring towns.

The materials used are not identified in Dumbleyung's Local Law, however the building surveyor has discretion to approve alternative materials. The Shire of Williams allows "sheet metal" provided it is adequately capped. The Shire of Wagin advised that this style of fencing would be considered industrial and conflict with their Local Law, however the building surveyor or Council could approve the fence if they considered it was not detrimental to the "amenity of the area".

There has been no consultation with adjoining land owners.

STATUTORY ENVIRONMENT:

The Shire of West Arthur Fencing Local Law allows the use of concrete, masonry, wrought iron, tubular steel, link mesh, timber, fibro cement or such other materials approved by the local government. The first schedule of the Local Law details further information in relation to the style of construction permitted.

<https://www.westarthur.wa.gov.au/documents/307/sowa-fencing-local-law>

Any person who constructs a fence otherwise in accordance with the provision of the Local Law commits an offence with penalties as prescribed in the Local Law.

POLICY IMPLICATIONS:

There are no policy implications.

FINANCIAL IMPLICATIONS:

Potentially legal fees should Council choose to prosecute.

STRATEGIC IMPLICATIONS:

The Shire of West Arthur' Community Strategic Plan identifies two relevant outcomes being that the Shire will

- be an appealing and attractive place to move to; and
- develop new local laws as required and review and amend existing local laws as required and in accordance with legislation.

COMMENT

Council is asked to consider whether K-rail style fencing is considered suitable to the "amenity of the area". Any approval may set a precedent for other requests for this style of fencing, unless restricted.

VOTING REQUIREMENTS:

Simple majority

OFFICER RECOMMENDATION – (ITEM 8.1.5)

That Council consider the request for approval to use K-rail fencing in a residential area.

ATTACHMENTS:

Nil

ITEM 8.1.6 –WASTE LOCAL LAW

LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	4WDL VROC
FILE REFERENCE:	N/A
DISCLOSURE OF INTEREST:	N/A
DATE OF REPORT:	12 September 2019

SUMMARY:

Council to consider the development of a Waste Local Law as part of a collaborative project with the 4WDL Voluntary Regional Organisation of Councils.

BACKGROUND:

Local Governments without Waste Local Laws use their Health Local Laws, based on the *Health Act 1911* to regulate waste services, as per the transition arrangements in the *Waste Avoidance and Resource Recovery (WARR) Act 2007*. The Shire of West Arthur does not have a Health Local Law.

The importance of Waste Local Laws will be realised with the commencement of the Container Deposit Scheme in July 2020. This local law will provide legal protection for residents and local government and their valuable eligible containers.

A Waste Local Law under section 61 of the WARR Act 2007 provides local governments with the power to perform its functions under the WARR Act. Waste Local Laws cover the setting of fees and charges for waste services; the use, control and type of receptacles to be used; and define collectable, non-collectable and recycling waste. They also outline the duties of owners and occupiers. A Waste Local Law will provide an option for enforcement in instances where ongoing contamination is occurring despite multiple notifications of disposal requirements, or where receptacles are causing a nuisance. The introduction of a Waste Local Law also provides provisions for collection of a wider range of Local Government waste, in line with the Waste Avoidance and Resource Recovery (WARR) Strategy 2030. There is also a provision for the Local Government to make a 'determination' under their Local Law for a different range of services, should they be introduced in the future. Under this legislation local governments will be more supported in decision making, with waste education and regulation/infringement services having a common reference across shires to offer consistency.

The West Australian Local Government Association (WALGA) is encouraging all councils to introduce a Waste Local Law. Most metropolitan councils have introduced Waste Local Laws, but many regional councils are yet to follow their lead. WALGA has provided a Waste Local Law model template and guidance notes, which assist in ensuring laws are legally robust and meet the expectations of the Joint Standing Committee on Delegated Legislation.

COMMENT:

Council's endorsement is sought to commence the process of introducing a Waste Local Law for the Shire of West Arthur as part of a collaborative process with other 4WDL VROC local governments. The Shire of Williams has offered to oversee the process of adopting the local law by all VROC members. Williams will engage a consultant to assist with the cost shared by member local governments.

Waste Local Laws will contain location specific lists of recyclables. The Laws will also entail individual amendments to existing local laws, involving the repeal of items related to waste, to ensure similar matters are not within two local laws. Each shire will appoint an officer to supply individual information and approve drafts.

CONSULTATION:

The introduction of a Waste Local Law was

STATUTORY ENVIRONMENT:

Local Government Act S3.12 applies to the procedure for making a local law.

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Costs will include the use of a consultant, advertising and gazettal costs and are anticipated to be less than \$6,000 across the 4WDL. The costs will be jointly shared amongst the six local governments. There are sufficient funds in the budget under governance for these expenses.

STRATEGIC IMPLICATIONS:

This item aligns with the Shire's Corporate Plan including:

Outcome 4.2: Waste is minimised and managed sustainably

Strategies

- Waste will be managed in accordance with best practice and regulations to minimise land fill, enhance recycling and ensure environmental disposal.
- Minimisation of waste will be encouraged through-out the community.

Actions

- Develop a Waste Plan for the Shire in collaboration with neighbouring local governments and support the collaborative development of a Waste Local Law with the 4WDL VROC.

This also aligns with the 4WDL VROC -Strategic Plan - 2018 – 2020 as it includes the following objectives:

- To share opportunities, resources and intellectual property to reduce any duplication and increase the outcomes of the opportunities identified.
- To establish and maintain effective communication and consultative mechanisms between the Shires of Dumbleyung, Wagin, West Arthur, Williams Woodanilling and Lake Grace and their communities, on policy, processes and important issues.

VOTING REQUIREMENTS:

Simple majority

OFFICER RECOMMENDATION – ITEM 8.1.6
--

That Council supports the Shire of West Arthur commencing the process of introducing a Waste Local Law as part of a collaborative process with the 4WDL VROC local governments.

ATTACHMENTS

- WALGA Model Waste Local Law

[INSERT NAME OF LOCAL GOVERNMENT]

WASTE LOCAL LAW *[INSERT YEAR]*

Waste Avoidance and Resource Recovery Act 2007
Local Government Act 1995

[INSERT NAME OF LOCAL GOVERNMENT]

Waste Local Law *[insert year]*

CONTENTS

Part 1 - Preliminary.....	1
1.1 Short title	1
1.2 Commencement	1
1.3 Application.....	1
1.4 Repeal.....	1
1.5 Meaning of terms used in this local law	1
1.6 Local public notice of determinations.....	3
1.7 Rates, fees and charges.....	4
1.8 Power to provide waste services	4
Part 2 - Local government waste	4
2.1 Supply of receptacles	4
2.2 Deposit of waste in receptacles	4
2.3 General waste receptacles	4
2.4 Recycling waste receptacles	5
2.5 Organic waste receptacles	5
2.6 Direction to place or remove a receptacle.....	5
2.7 Duties of owner or occupier	6
2.8 Exemption	6
2.9 Damaging or removing receptacles	7
2.10 Verge collections	7
Part 3 - General duties	7
3.1 Duties of an owner or occupier	7
3.2 Removal of waste from premises.....	8
3.3 Receptacles and containers for public use	8

Part 4 - Operation of waste facilities.....	8
4.1 Operation of this Part.....	8
4.2 Hours of operation.....	8
4.3 Signs and directions	8
4.4 Fees and charges.....	9
4.5 Depositing waste	9
4.6 Prohibited activities	9
Part 5 - Enforcement	10
5.1 Objection and appeal rights.....	10
5.2 Offences and general penalty.....	10
5.3 Other costs and expenses	10
5.4 Prescribed offences.....	11
5.5 Form of notices.....	11
Schedule 1 - Meaning of ‘non-collectable waste’	12
Schedule 2 - Prescribed offences	13

Waste Avoidance and Resource Recovery Act 2007
Local Government Act 1995

[INSERT NAME OF LOCAL GOVERNMENT]

Waste Local Law *[insert year]*

Under the powers conferred on it by the *Waste Avoidance and Resource Recovery Act 2007*, the *Local Government Act 1995* and under all other enabling powers, the Council of the **[insert name of local government]** resolved on **[insert date]** to make the following local law.

Part 1 - Preliminary

1.1 Short title

This is the **[insert name of local government]** Waste Local Law **[insert year]**.

1.2 Commencement

This local law commences 14 days after the day on which it is published in the *Government Gazette*.

1.3 Application

This local law applies throughout the district.

1.4 Repeal

[Insert name of local law, or part of local law, to be repealed], published in the *Government Gazette* on **[insert date]**, is repealed.

1.5 Meaning of terms used in this local law

(1) In this local law—

authorised person means a person appointed by the local government under section 9.10 of the LG Act to perform any of the functions of an authorised person under this local law;

collectable waste means local government waste that is not—

- (a) liquid refuse;
- (b) liquid waste; or
- (c) non-collectable waste;

collectable waste receptacle means a receptacle for the deposit and collection of collectable waste that is—

- (a) a recycling waste receptacle;
- (b) a general waste receptacle; or
- (c) an organic waste receptacle;

collection, when used in relation to a receptacle, means the collection and removal of collectable waste from the receptacle by the local government or its contractor;

collection day means the day determined by the local government for the collection of collectable waste in the district or a part of the district;

collection time means the time on the collection day determined by the local government for the collection of collectable waste in the district or a part of the district;

costs of the local government include administrative costs;

Council means the council of the local government;

district means the district of the local government;

general waste receptacle means a receptacle for the deposit and collection of collectable waste that is not recycling waste;

LG Act means the *Local Government Act 1995*;

LG Regulations means the *Local Government (Functions and General) Regulations 1996*;

local government means **[insert name of local government]**;

local government waste has the same meaning as in the WARR Act;

non-collectable waste has the meaning set out in Schedule 1;

occupier in relation to premises, means any or all of the following—

- (a) a person by whom or on whose behalf the premises are actually occupied; or
- (b) a person having the management or control of the premises;

organic waste means waste that decomposes readily, such as garden waste or food waste;

organic waste receptacle means a receptacle for the deposit and collection of organic waste ;

owner has the same meaning as in the LG Act;

public place includes a place to which the public ordinarily have access, whether or not by payment of a fee;

receptacle, means a receptacle—

- (a) that has been supplied for the use of the premises by the local government or its contractor, or which has otherwise been approved by the local government; and
- (b) the waste from which is collected and removed from the premises by the local government or its contractor;

recycling waste receptacle means a receptacle for the deposit and collection of recycling waste;

recycling waste means—

- (a) paper and cardboard;
- (b) plastic containers comprised of polyethylene terephthalate or high density polyethylene;
- (c) glass containers;
- (d) steel containers;
- (e) aluminium containers;
- (f) liquid paper board; and
- (g) any other waste determined by the local government to be recycling waste;

specified means specified by the local government or an authorised person, as the case may be;

street alignment means the boundary between the land comprising a street and the land that abuts the street;

WARR Act means the *Waste Avoidance and Resource Recovery Act 2007*;

WARR Regulations means the *Waste Avoidance and Resource Recovery Regulations 2008*;

waste has the same meaning as in the WARR Act;

waste facility means a waste facility, as defined in the WARR Act, that is operated by the local government; and

waste service has the same meaning as in the WARR Act.

- (2) Where, in this local law, a duty or liability is imposed on an owner or occupier, or on an owner and occupier, the duty or liability is taken to be imposed jointly and severally on each of the owners or occupiers.

1.6 Local public notice of determinations

Where, under this local law, the local government has a power to determine a matter –

- (a) local public notice, under section 1.7 of the LG Act, must be given of the matter determined;
- (b) the determination becomes effective only after local public notice has been given;
- (c) the determination remains in force for the period of one year after the date that local public notice has been given under subclause (a);
- (d) after the period referred to in subclause (c), the determination continues in force only if, and for so long as, it is the subject of local public notice, given annually, under section 1.7 of the LG Act; and
- (e) the determination must be recorded in a publicly accessible register of determinations that must be maintained by the local government.

1.7 Rates, fees and charges

The local government's powers to impose rates, fees and charges in relation to waste services are set out in sections 66 to 68 of the WARR Act and sections 6.16 and 6.17 of the LG Act.

1.8 Power to provide waste services

The local government's power to provide, or enter into a contract for the provision of, waste services is dealt with in section 50 of the WARR Act.

Part 2 - Local government waste

2.1 Supply of receptacles

- (1) The local government is to supply, for the use of each premises that are, or are capable of being, occupied or used for residential purposes, one or more receptacles for the collection and removal, from those premises, of collectable waste.
- (2) The owner of premises to which subclause (1) applies must—
 - (a) ensure that the fee or charge (if any) imposed by the local government in relation to each receptacle is paid to the local government; and
 - (b) ensure that each receptacle is used, in respect of those premises, in accordance with this local law.

2.2 Deposit of waste in receptacles

- (1) An owner or occupier of premises must not deposit or permit to be deposited in a receptacle any non-collectable waste.
- (2) A person must not deposit waste in a receptacle that has been provided for the use of other premises without the consent of the owner or occupier of those premises.

2.3 General waste receptacles

- (1) An owner or occupier of premises must not deposit or permit to be deposited in a general waste receptacle—

- (a) where the receptacle has a capacity of 240 litres—more than 70 kilograms of collectable waste; or
 - (b) where the receptacle has any other capacity—more than the weight determined by the local government.
- (2) Where the local government supplies recycling waste receptacles, an owner or occupier of premises must not deposit or permit to be deposited in a general waste receptacle any recycling waste.
- (3) Where the local government supplies organic waste receptacles, an owner or occupier of premises must not deposit or permit to be deposited in a general waste receptacle any organic waste.

2.4 Recycling waste receptacles

An owner or occupier of premises must not deposit or permit to be deposited in a recycling waste receptacle—

- (a) anything other than the particular type of recycling waste for which that receptacle was provided by the local government for those premises;
- (b) where the receptacle has a capacity of 240 litres— more than 70 kilograms of recycling waste; or
- (c) where the receptacle has any other capacity—more than the weight determined by the local government.

2.5 Organic waste receptacles

An owner or occupier of premises must not deposit or permit to be deposited in an organic waste receptacle—

- (a) anything other than the particular type of organic waste for which that receptacle was provided by the local government for those premises;
- (b) where the receptacle has a capacity of 240 litres - more than 70 kilograms of organic waste; or
- (c) where the receptacle has any other capacity - more than the weight determined by the local government.

2.6 Direction to place or remove a receptacle

- (1) The local government or an authorised person may give a written direction to an owner or occupier of specified premises —
 - (a) to place a receptacle in respect of those premises for collection; or
 - (b) to remove a receptacle in respect of those premises after collection.
- (2) The direction under subclause (1) may specify when the placement or removal is to occur, or where the receptacle is to be placed, or both.
- (3) An owner or occupier of premises must comply with a direction given under this clause.

2.7 Duties of owner or occupier

An owner or occupier of premises must—

- (a) except for a reasonable period before and after collection time, keep each receptacle in a storage space or area that is behind the street alignment;
- (b) take reasonable steps, if placing a receptacle for collection on the verge adjoining the premises, or other area as determined by the local government, ensure that, within a reasonable period before collection time, each receptacle is —
 - (i) within 1 metre of the carriageway;
 - (ii) placed so that it does not unduly obstruct any footpath, cycle way, right-of-way or carriageway; and
 - (iii) facing squarely to the edge of and opening towards the carriageway,
 or in such other position as is approved in writing by the local government or an authorised person;
- (c) take reasonable steps to ensure that the premises are provided with an adequate number of receptacles; and
- (d) if the receptacle is lost, stolen, damaged or defective, notify the local government, as soon as practicable, after the event.

2.8 Exemption

- (1) An owner or occupier of premises may apply in writing to the local government for an exemption from compliance with the requirements of clause 2.7(a) or (b).
- (2) The local government or an authorised person may grant, with or without conditions, or refuse an application for exemption from compliance under this clause.
- (3) An exemption granted under this clause must state—
 - (a) the premises to which the exemption applies;
 - (b) the period during which the exemption applies; and
 - (c) any conditions imposed by the local government or the authorised person.
- (4) An exemption granted under this clause ceases to apply –
 - (a) if the local government decides, on reasonable grounds, that there has been a failure to comply with a condition of the exemption; and
 - (b) from the date that the local government informs the owner or occupier of its decision under clause 2.8(4)(a).

2.9 Damaging or removing receptacles

A person, other than the local government or its contractor, must not—

- (a) damage, destroy or interfere with a receptacle; or
- (b) except as permitted by this local law or as authorised by the local government or an authorised person, remove a receptacle from any premises to which it was delivered by the local government or its contractor.

2.10 Verge collections

- (1) Where the local government has advertised a verge waste collection (such as a green waste, or a bulk waste, verge collection) a person, unless with and in accordance with the approval of the local government or an authorised person—
 - (a) must deposit waste only during the period of time, and in accordance with other terms and conditions, as advertised by the local government in relation to that verge waste collection; and
 - (b) must otherwise comply with those terms and conditions.
- (2) Where waste has been deposited on a verge for a verge waste collection, a person must not remove any of that waste for a commercial purpose but may remove it for any other purpose.
- (3) Except where waste is lawfully removed from a verge under this clause, a person must not disassemble or tamper with any waste deposited on a verge for a verge waste collection so as to increase the risk of harm to any person.
- (4) Clause 2.10(2) does not apply to the local government or a person engaged or contracted by the local government in relation to the verge waste collection.

Part 3 - General duties

3.1 Duties of an owner or occupier

An owner or occupier of premises must—

- (a) take reasonable steps to ensure that a sufficient number of receptacles are provided to contain all waste which accumulates or may accumulate in or from the premises;
- (b) ensure that each receptacle is kept in good condition and repair;
- (c) take all reasonable steps to—
 - (i) prevent fly breeding and keep each receptacle free of flies, maggots, cockroaches, rodents and other vectors of disease;
 - (ii) prevent the emission of offensive or noxious odours from each receptacle; and
 - (iii) ensure that each receptacle does not cause a nuisance to an occupier of adjoining premises; and

- (d) whenever directed to do so by the local government or an authorised person, thoroughly clean, disinfect, deodorise and apply a residual insecticide to each receptacle.

3.2 Removal of waste from premises

- (1) A person must not remove any waste from premises unless that person is—
 - (a) the owner or occupier of the premises;
 - (b) authorised to do so by the owner or occupier of the premises; or
 - (c) authorised in writing to do so by the local government or an authorised person.
- (2) A person must not remove any waste from a receptacle without the approval of –
 - (a) the local government or an authorised person; or
 - (b) the owner or occupier of the premises at which the receptacle is ordinarily kept.

3.3 Receptacles and containers for public use

A person must not, without the approval of the local government or an authorised person—

- (a) deposit household, commercial or other waste from any premises on or into; or
- (b) remove any waste from,

a receptacle provided for the use of the general public in a public place.

Part 4 - Operation of waste facilities

4.1 Operation of this Part

This Part applies to a person who enters a waste facility.

4.2 Hours of operation

The local government may from time to time determine the hours of operation of a waste facility.

4.3 Signs and directions

- (1) The local government or an authorised person may regulate the use of a waste facility—
 - (a) by means of a sign; or
 - (b) by giving a direction to a person within a waste facility.
- (2) A person within a waste facility must comply with a sign or direction under subclause (1).

- (3) The local government or an authorised person may direct a person who commits, or is reasonably suspected by the local government or the authorised person of having committed, an offence under this clause to leave the waste facility immediately.
- (4) A person must comply with a direction under subclause (3).

4.4 Fees and charges

- (1) Unless subclause (3) applies, a person must, on or before entering a waste facility or on demand by the local government or an authorised person, pay the fee or charge as assessed by an authorised person.
- (2) An authorised person may assess the fee or charge in respect of a particular load of waste at a rate that applies to any part of that load, even if that rate is higher than the rate that would apply to any other part of the load.
- (3) Subclause (1) does not apply—
 - (a) to a person who disposes of waste in accordance with the terms of—
 - (i) a credit arrangement with the local government; or
 - (ii) any other arrangement with the local government to pay the fee or charge at a different time or in a different manner; and
 - (b) to the deposit of waste owned by the local government, or in the possession of an employee on behalf of the local government.

4.5 Depositing waste

- (1) A person must not deposit waste at a waste facility other than—
 - (a) at a location determined by a sign and in accordance with the sign; and
 - (b) in accordance with the direction of an authorised person.
- (2) The local government may determine the classification of any waste that may be deposited at a waste facility.

4.6 Prohibited activities

- (1) Unless authorised by the local government, a person must not—
 - (a) remove any waste or any other thing from a waste facility;
 - (b) deposit at a waste facility that is a landfill site any waste that is toxic, poisonous or hazardous, or the depositing of which is regulated or prohibited by any written law;
 - (c) light a fire in a waste facility;
 - (d) remove, damage or otherwise interfere with any flora in a waste facility;
 - (e) remove, injure or otherwise interfere with any fauna in a waste facility; or

- (f) damage, deface or destroy any building, equipment, plant or property within a waste facility.
- (2) A person must not act in an abusive or threatening manner towards any person using, or engaged in the management or operation of, a waste facility.

Part 5 - Enforcement

5.1 Objection and appeal rights

Division 1 of Part 9 of the LG Act applies to a decision under this local law to grant, renew, vary or cancel –

- (a) an approval under clause 2.7(b);
- (b) an exemption under clause 2.8(2);
- (c) an approval under clause 2.9(b);
- (d) an approval under clause 2.10(1);
- (e) an authorisation under clause 3.2(1)(c);
- (f) an approval under clause 3.2(2); and
- (g) an approval under clause 3.3.

5.2 Offences and general penalty

- (1) A person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law a person is prohibited from doing, commits an offence.
- (2) A person who commits an offence under this local law is liable, on conviction, to a penalty not exceeding \$5,000, and if the offence is of a continuing nature, to a further penalty not exceeding \$500 in respect of each day or part of a day during which the offence has continued.

5.3 Other costs and expenses

- (1) A person who is convicted of an offence under this local law is to be liable, in addition to any penalty imposed under clause 5.2, to pay to the local government the costs and expenses incurred by the local government in taking remedial action such as—
 - (a) removing and lawfully disposing of toxic, hazardous or poisonous waste; or
 - (b) making good any damage caused to a waste facility.
- (2) The costs and expenses incurred by the local government are to be recoverable, as a debt due to the local government, in a court of competent civil jurisdiction.

5.4 Prescribed offences

- (1) An offence against a clause specified in Schedule 2 is a prescribed offence for the purposes of section 9.16(1) of the LG Act.
- (2) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in Schedule 2.

5.5 Form of notices

- (1) Where a vehicle is involved in the commission of an offence, the form of the notice referred to in section 9.13 of the LG Act is that of Form 1 in Schedule 1 of the LG Regulations.
- (2) The form of the infringement notice given under section 9.16 of the LG Act is that of Form 2 in Schedule 1 of the LG Regulations.
- (3) The form of the infringement withdrawal notice given under section 9.20 of the LG Act is that of Form 3 in Schedule 1 of the LG Regulations.

Schedule 1 - Meaning of 'non-collectable waste'
[Clause 1.5(1)]

non-collectable waste means –

- (a) hot or burning material;
- (b) household hazardous waste, including paint, acids, alkalis, fire extinguishers, solvents, pesticides, oils, gas cylinders, batteries, chemicals and heavy metals;
- (c) any other hazardous material, such as radioactive waste;
- (d) any explosive material, such as flares or ammunition;
- (e) electrical and electronic equipment;
- (f) hospital, medical, veterinary, laboratory or pathological substances;
- (g) construction or demolition waste;
- (h) sewage;
- (i) 'controlled waste' for the purposes of the *Environmental Protection (Controlled Waste) Regulations 2004*;
- (j) any object that is greater in length, width, or breadth than the corresponding dimension of the receptacle or that will not allow the lid of the receptacle to be tightly closed;
- (k) waste that is or is likely to become offensive or a nuisance, or give off an offensive or noxious odour, or to attract flies or cause fly breeding unless it is first wrapped in non-absorbent or impervious material or placed in a sealed impervious and leak-proof container; and
- (l) any other waste determined by the local government to be non-collectable waste.

Schedule 2 - Prescribed offences

Item No.	Clause No.	Description	Modified Penalty
1	2.1(2)(a)	Failing to pay fee or charge	\$350
2	2.1(2)(b)	Failing to ensure lawful use of receptacle	\$350
3	2.2(1)	Depositing non-collectable waste in a receptacle	\$350
4	2.2(2)	Depositing waste in another receptacle without consent	\$350
5	2.3(1)	Exceeding weight capacity of a general waste receptacle	\$350
6	2.3(2) and (3)	Depositing unauthorised waste in a general waste receptacle	\$350
7	2.4(a)	Depositing unauthorised waste in a recycling waste receptacle	\$350
8	2.4(b) and (c)	Exceeding weight capacity of a recycling waste receptacle	\$250
9	2.5(a)	Depositing unauthorized waste in an organic waste receptacle	\$350
10	2.5(b) and (c)	Exceeding weight capacity of an organic waste receptacle	\$350
11	2.6(3)	Failing to comply with a direction concerning placement or removal of a receptacle	\$250
12	2.7(a)	Failing to keep a receptacle in the required location	\$250
13	2.7(b)	Failing to place a receptacle for collection in a lawful position	\$250
14	2.7(c)	Failing to provide a sufficient number of receptacles	\$250
15	2.7(d)	Failing to notify of a lost, stolen, damaged or defective receptacle	\$50
16	2.9(a)	Damaging, destroying or interfering with a receptacle	\$400
17	2.9(b)	Removing a receptacle from premises	\$400
18	2.10(1)	Failing to comply with a term or condition of verge waste collection	\$400
19	2.10(2)	Removing waste for commercial purposes	\$350
20	2.10(3)	Disassembling or leaving in disarray waste deposited for collection	\$250
21	3.1(a)	Failing to provide a sufficient number of receptacles	\$250
22	3.1(b)	Failing to keep a receptacle clean and in a good condition and repair	\$250
23	3.1(c)(i)	Failing to prevent fly breeding and vectors of disease in a receptacle	\$350
24	3.1(c)(ii)	Failing to prevent the emission of offensive odours from a receptacle	\$350
25	3.1(c)(iii)	Allowing a receptacle to cause a nuisance	\$350
26	3.1(d)	Failing to comply with a direction to clean, disinfect or deodorise receptacle	\$300

Item No.	Clause No.	Description	Modified Penalty
27	3.2(1)	Unauthorised removal of waste from premises	\$250
28	3.2(2)	Removing waste from a receptacle without approval	\$250
29	4.3(2)	Failing to comply with a sign or direction	\$500
30	4.3(4)	Failing to comply with a direction to leave	\$500
31	4.4(1)	Disposing waste without payment of fee or charge	\$500
32	4.5(1)	Depositing waste contrary to sign or direction	\$500
33	4.6(1)(a)	Removing waste without authority in a waste facility	\$250
34	4.6(1)(b)	Depositing toxic, poisonous or hazardous waste at a waste facility	\$500
35	4.6(1)(c)	Lighting a fire in a waste facility	\$300
36	4.6(1)(d)	Removing or interfering with any flora in a waste facility	\$300
37	4.6(1)(e)	Removing or interfering with any fauna without approval in a waste facility	\$300
38	4.6(1)(f)	Damaging, defacing or destroying any building, equipment, plant or property within a waste facility	\$500
39	4.6(2)	Acting in an abusive or threatening manner	\$300

ITEM 8.1.7 – PLANNING APPLICATION FARM SHED

LOCATION/ADDRESS:	Lot 50 Coalfields highway
NAME OF APPLICANT:	R Prowse
FILE REFERENCE:	
DISCLOSURE OF INTEREST:	Not applicable
DATE OF REPORT:	12 September 2019

SUMMARY:

Council to consider an application for a farm outbuilding (hayshed) having an area of 450sqm.

BACKGROUND:

The subject land is Lot 50 P30592 Coalfields Highway being situated 14kms east of Darkan townsite. The subject land has an area of 434 hectares.

The proposed hayshed will be 30m X 15m and 6m high. It will be setback approximately 350m from Coalfields Highway. It will be located behind a group of trees as shown in Attachment 1 and should not be visible from the highway.

COMMENT:

The proposed application is consistent with the objectives of the Rural zone to ensure the continuation of broad-hectare agriculture as the principal land use in the district, encouraging where appropriate the retention and expansion of agricultural activities.

The proposed shed is reasonably large but this is becoming more common in the region. It is situated far enough from Coalfields Highway that even if it was visible then it should not detract from the rural landscape.

CONSULTATION:

Not applicable.

STATUTORY ENVIRONMENT:Town Planning Scheme

The subject land is zoned Rural under Local Planning Scheme No 1. All development within the Shire requires a development / planning approval unless specifically exempted by the Town Planning Scheme or as defined in Local Planning Policy No 1 Permitted Development. Local Planning Policy No 1 only refers to outbuildings which are ancillary to a dwelling.

Bushfire Prone Land

The proposed development site is designated as being bushfire prone as it is within 100m of classified vegetation. Under the Local Planning Scheme Regulations, any structure on bushfire prone land used by people for living or working, is required to have a Bushfire Attack Level (BAL) Assessment undertaken. The associated special construction provisions in Australia Standard AS3959 Construction of Buildings in Bushfire Prone Areas are only applied under the National Construction Code to Class 10(a) buildings where these are within 6m of a dwelling.

Planning Bulletin 111/2016 Planning in Bushfire Prone Areas promotes that the Deemed Provisions (LPS Regulations) should be applied pragmatically by Council and that there may not be any practicable reason to require a BAL Assessment.

As the building will only be used for storage it is not considered necessary to have a Bal Assessment done.

POLICY IMPLICATIONS:

Council is presently considering the preparation of a Local Planning Policy for rural outbuildings and this application would be an example of how a policy might be applied.

FINANCIAL IMPLICATIONS:

The application is subject to a fee of \$256 unless waived by Council.

STRATEGIC IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple majority

OFFICER RECOMMENDATION – ITEM 8.1.7

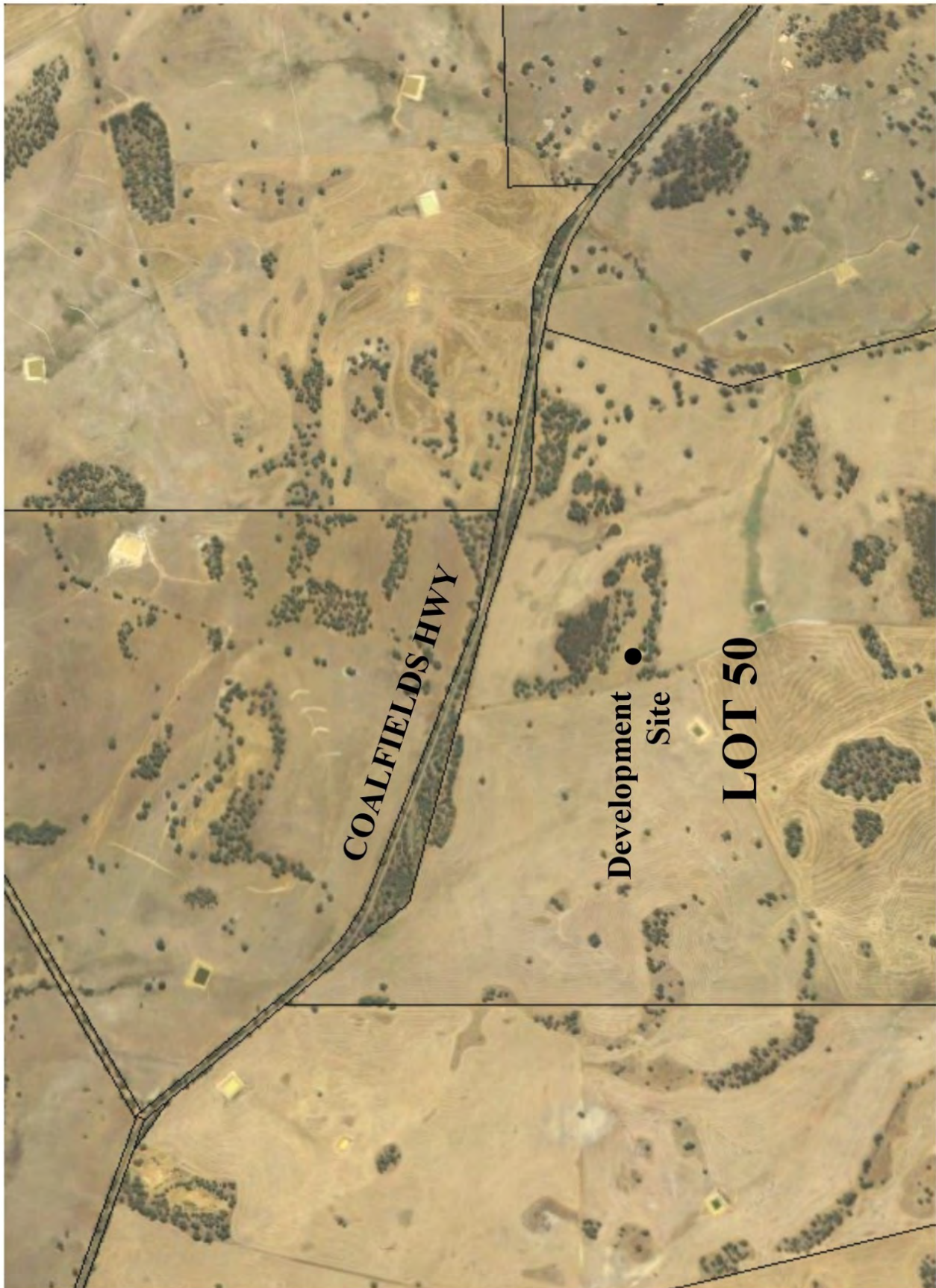
That Council approves the development of a hayshed at P30592 Coalfields Highway subject to the following conditions: -

1. The development hereby approved shall occur generally in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of the Council.
2. Any use, additions to and further intensification of any part of the building or land (not the subject of this consent) shall be subject to a further development application and consent for that use.
3. The building shall only be used for farming purposes and shall not be used for commercial or industrial activities without the prior approval of Council.
4. The building shall be so ordered and maintained as not to prejudicially affect the amenity of the locality by reason of appearance.
5. This approval shall expire if the development hereby permitted is not completed within two years of the date hereof, or within any extension of that time which, upon written application (made before or within 21 days after the expiry of the approval) to the Council, is granted by it in writing.

ATTACHMENTS

- Site Plan

ATTACHMENT 1 SITE PLAN



ITEM 8.1.8 – PURCHASE A LOW LOADER

LOCATION/ADDRESS: N/A
NAME OF APPLICANT:
FILE REFERENCE: 7.8.5
DISCLOSURE OF INTEREST: Nil
DATE OF REPORT: 12 September 2019

SUMMARY:

Council to consider the purchase of second hand low loader.

BACKGROUND:

A low loader is scheduled in the 2019/20 Plant Replacement Plan for purchase and funds have been allocated in the 2019/20 adopted budget.

CONSULTATION:

Cr Harrington, the Works Manager and the Shire's Mechanic have viewed two drop deck widener low loaders; a 2006 Jackson for auction and a 2017 Freightmore at Pickering Brook. The 2006 Jackson at Smith Broughton Auctions sold for \$69,545 plus GST and fees. The Shire's maximum bid was to \$64,545. The 2017 Freightmore is listed for \$95,455 plus GST.

Contact has been made with a machinery dealership in Geraldton regarding a 2006 JTB low loader listed for \$95,091 excluding GST.

STATUTORY ENVIRONMENT:

CEO has delegated authority for under \$70,000, purchases above \$70,000 are considered by Council.

The Shire is not required to tender unless the purchase price is above \$150,000.

POLICY IMPLICATIONS:

There are no policy implications.

FINANCIAL IMPLICATIONS:

Budget allocation for purchase of the low loader is \$100,000 excluding GST.

STRATEGIC IMPLICATIONS:

The trailer is included in the Shire's Plant Replacement Program.

COMMENT:

It is recommended that the Shire to purchase the Freightmore low loader which is listed for \$95,455, excluding GST.

VOTING REQUIREMENTS:

Simple majority

OFFICER RECOMMENDATION – (ITEM 8.1.8)

That the Shire of West Arthur authorise the purchase of a 2017 Freightmore low loader to a maximum purchase price of \$95,455 excluding GST.

ATTACHMENTS:

Nil

8.2 COMMITTEE REPORTS

8.3 ELECTED MEMBER REPORTS

**9. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN
Nil.**

10. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

11. CONFIDENTIAL ITEMS

12. CLOSURE OF MEETING