



SHIRE OF

**Chapman Valley**

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# **CONFIRMED MINUTES**

## **ROADS INFRASTRUCTURE COMMITTEE**

**21<sup>st</sup> FEBRUARY 2022**

**Council  
Chambers  
Nabawa**

**Committee Members gathered at the Council Chambers at 8:00am at which time some discussion on inspection places were undertaken. Members and Staff then travelled to various locations across the shire before formally convening the meeting in chambers later in the day.**

### **Committee Purpose & Delegations**

Undertake an annual review the following:

- Road Works Program
- Road Hierarchy
- Heavy Haulage Vehicle Permit Roads
- Any other works infrastructure item referred to the Committee by Council
- Review the plant

replacement program Delegation –

Nil

**The Road Infrastructure Committee is comprised of:**

**All Councillors**

<b>Chief Executive Officer</b>	<b>(Observer)</b>
<b>Deputy CEO</b>	<b>(Observer)</b>
<b>Manager Works &amp; Services</b>	<b>(Observer)</b>
<b>Works Leading Hand</b>	<b>(Observer)</b>

# DISCLAIMER



SHIRE OF

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Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council Meeting does so at that person's or legal entity's own risk.

The Shire of Chapman Valley warns that anyone who has any application or request with the Shire of Chapman Valley must obtain and should rely on WRITTEN CONFIRMATION of the outcome of the application or request of the decision made by the Shire of Chapman Valley.

**Jamie Criddle**  
**CHIEF EXECUTIVE OFFICER**

**ROAD INFRASTRUCTURE COMMITTEE MEETING**  
**21<sup>st</sup> FEBRUARY 2021**  
**COUNCIL CHAMBERS, NABAWA**

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**ORDER OF BUSINESS**

**1.0 Presiding Member (President)**

**2.0 Declaration of Opening / Announcements of Visitors**

The Presiding Member, Cr Warr welcomed Elected Members and Staff and declared the meeting open at 2.57pm at the Council Chambers, Nabawa.

*I would like to acknowledge the traditional owners of the land we are meeting on today, the Naaguja people, and we pay our respects to elders both past, present and emerging.*

**3.0 Announcements from the Presiding Member (President)**

Nil

**4.0 Record of Attendance**

**4.1 Present**

<b>Elected Members</b>	<b>In</b>	<b>Out</b>
<b>Cr Kirrilee Warr (President)</b>	2.57pm	4.47pm
<b>Cr Darrell Forth (Deputy President)</b>	2.57pm	4.47pm
<b>Cr Nicole Batten</b>	2.57pm	4.47pm
<b>Cr Liz Elliott-Lockhart</b>	2.57pm	4.47pm
<b>Cr Catherine Low</b>	2.57pm	4.47pm
<b>Cr Peter Humphrey</b>	2.57pm	4.47pm
<b>Cr Trevor Royce</b>	2.57pm	3.38pm

<b>Officers</b>	<b>In</b>	<b>Out</b>
<b>Jamie Criddle, Chief Executive Officer</b>	2.57pm	4.47pm
<b>Simon Lancaster, Deputy Chief Executive Officer</b>	3.02pm	4.47pm
<b>Esky Kelly, Manager of Works &amp; Services</b>	2.57pm	4.47pm
<b>Marty Elks, Leading Hand Maintenance</b>	2.57pm	4.47pm
<b>Dianne Raymond, Manager Finance &amp; Corporate Services</b>	2.57pm	4.47pm

**4.2 Apologies**

<b>Name</b>
Cr Beverley Davidson

**5.0 Disclosure of Interest**

Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences.

Section 5.60A:

*"a person has a **financial interest** in a matter if it is reasonable to expect that the matter will, if dealt with by the local government, or an employee or committee of the local*

government or member of the council of the local government, in a particular way, result in a financial gain, loss, benefit or detriment for the person.”

**Section 5.60B:**

“a person has a **proximity interest** in a matter if the matter concerns –

- (a) a proposed change to a planning scheme affecting land that adjoins the person’s land; or
- (b) a proposed change to the zoning or use of land that adjoins the person’s land; or
- (c) a proposed development (as defined in section 5.63(5)) of land that adjoins the person’s land.”

**Regulation 34C (Impartiality):**

“**interest** means an interest that could, or could reasonably be perceived to, adversely affect the **impartiality** of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.”

Item No.	Member/Officers	Type of Interest	Nature of Interest
9.2	Cr Warr	Impartiality	Proximity financial member of CVAS and a current committee member
9.2	Cr Forth	Impartiality	Current committee member
9.2	Cr Elliott-Lockhart	Impartiality	CVAS road access McCagh Road and access

**6.0 Petitions / Deputations / Presentations**

Nil

**7.0 Confirmation of Minutes from previous meetings**

**MOVED: Cr Forth**

**SECONDED: Cr Humphrey**

**COMMITTEE RECOMMENDATION**

Recommend the Minutes Road Infrastructure Committee Meeting held on the 23<sup>rd</sup> February 2021 be confirmed as a true and accurate record of proceedings. (**Supplied under separate cover**).

**Voting F7/A0**

**CARRIED**

**Minute Reference RIC 02/22-1**

**8.0 Items to be dealt with En Bloc**

Nil

**9.0 Agenda Items**

- 9.1** Review of Shire Road Hierarchy
- 9.2** Proposed 2022/2023 Road Works Program & Review of Ten-Year Road Works Program
- 9.3** Review Heavy Haulage Vehicle Permit Roads
- 9.4** Review Plant Replacement Program

<b>DISCUSSION ITEM:</b>	<b>9.1</b>
<b>SUBJECT:</b>	<b>REVIEW OF SHIRE ROAD HIERARCHY</b>
<b>PROPONENT:</b>	<b>CHIEF EXECUTIVE OFFICER &amp; MANAGER WORKS &amp; SERVICES</b>
<b>SITE:</b>	<b>WHOLE SHIRE</b>
<b>FILE REFERENCE:</b>	<b>1002</b>
<b>PREVIOUS REFERENCE:</b>	<b>MINUTE REFERENCE 03/21-03</b>
<b>DATE:</b>	<b>21 FEBRUARY 2022</b>
<b>AUTHOR:</b>	<b>JAMIE CRIDDLE, CHIEF EXECUTIVE OFFICER</b>

**SUPPORTING DOCUMENTS:**

<b>Ref</b>	<b>Title</b>	<b>Attached to Report</b>	<b>Under Separate Cover</b>
9.1(a)	Road Hierarchy Procedure (IMP-025)		✓

**BACKGROUND**

The purpose of this Item is to present the Committee the current endorsed *Road Hierarchy Management Procedure (IMP-025)* for discussion and review.

Council dealt with the Road Hierarchy Procedure (IMP-025) in isolation with the following being resolved the following at the March 2021 OCM:

*“Minute Reference RIC 03/21-2*

*The Road Infrastructure Committee recommends Council endorses the Road Hierarchy Procedure (IMP-025) as presented at Attachment 9.1(a) without change.”*

The current Shire of Chapman Valley endorsed roads/routes under the Roads 2040 Strategies for Significant Local Government Roads in the Mid West Region are as follows:

- Coronation Beach Road
- Balla Whelarra Road
- Dartmoor/Dartmoor Lake Nerramyne Route
- Durawah Road/Station Road (between Durawah & Station Valentine Rd Junctions)/Station Valentine Route
- Chapman Valley Road
- East Bowes Road
- East Chapman Road
- East Nabawa Road
- Narra Tarra Road
- Northampton Nabawa Road
- Valentine Road
- Yuna Tenindewa Road

An application has been lodged with the MWRRG for the Nabawa Yetna Road to also be considered a Significant Local Government Road as this road is currently recognised as a Local Distributor road in the Main Roads WA latest *Road Hierarchy for Western Australia* document. This listing should give the application support, yet the determining factors will be how the road meets the current assessment criteria set by the MWRRG for road to be considered Significant Local Government Road.

Two previous application by the Shire to have the Nolba Road & Nolba Stock Route considered as Significant Local Government Roads failed as these roads simply could not meet the minimum under assessment criteria.

The MWRRG Assessment Criteria can be found at Appendix 1 of the MWRRG Policy & Procedures Manual (see *Attachment C in Management Procedure IMP-025 (Attachment 9.1(a))*)

**COMMENT**

The existing *Road Hierarchy Procedure (IMP-025)* has all the roads within the Shire of Chapman Valley the local government is responsible for place into the following categories:

- A. Main Arterial Roads (Significant Roads and approved by the RRG only);
- B. Main Feeder Roads;
- C. Minor Feeder Roads;
- D. Major Access Roads; and
- E. Minor Access Roads

A copy of the *Road Hierarchy Procedure (IMP-025)* is provided as **Attachment 9.1(a)** under separate cover.

In addition to the aforementioned Procedure, Council has also adopted the following Management Procedure (IMP-017) regarding the *Road Funding Allocation Process*:

MANAGEMENT PROCEDURE No.	IMP-017
MANAGEMENT PROCEDURE	ROAD WORK FUNDING ALLOCATION PROCESS
RESPONSIBLE OFFICER	CHIEF EXECUTIVE OFFICER
PREVIOUS POLICY/PROCEDURE No.	15.220
RELEVANT DELEGATIONS	

#### **OBJECTIVES:**

*To set guidelines and procedures for categorising road hierarchy network and funding allocation priorities*

#### **MANAGEMENT PROCEDURE STATEMENT/S:**

1. *Council review existing Road Hierarchy List based upon Councillor(s) submissions and staff recommendation(s).*
2. *Council review existing Regional Road Group priorities based upon Councillor(s) submissions and staff recommendation(s).*
3. *Council reviews other grant programs (e.g. Black Spot, R2R) based upon Councillor(s) submissions and staff recommendation(s).*
4. *Taking into account the delegations under Infrastructure Policy IMP-022, Council review existing Heavy Haulage Roads.*
5. *Council review existing Program of Road Works based Councillor(s) submissions and upon staff recommendation(s).*
6. *Councillors retain the right to present, and justify, changes to any of the above either via Chief Executive Officer's report or directly to the meeting.*
7. *No changes to be made to any of the above unless fully endorsed by Council.*

#### **FINANCIAL IMPLICATIONS**

Road Works remains the largest expenditure component of the Shires operations, which makes it important to ensure the limited resources made available by grants and those allocated by Council to this function are maximised.

#### **Long Term Financial Plan (LTFP):**

The intention is the endorsed *Road Hierarchy* will complement the *Road Works Programs*, which will then complement the current Long Term Financial Plan (LTFP) and Asset Management Plan (AMP). The LTFP is updated annually to reflect the endorsed Road Works Program.

#### **STRATEGIC IMPLICATIONS**

It is imperative Council carefully considers where resources are allocated in future road works programs to ensure the higher priority roads are catered for. As previously mentioned, the Shire's Road Hierarchy identifies the priority roads into the following categories:

- A. Main Arterial Roads (Significant Roads and approved by the MWRRG only);
- B. Main Feeder Roads;

- C. Minor Feeder Roads;
- D. Major Access Roads; and
- E. Minor Access Roads

It is also important the process stipulated in *Corporate Management Procedure IMP-017* to amend the Road Hierarchy is adhered to. This will ensure the integrity of the *Road Hierarchy* list and therefore the integrity of how Council allocates its resources to road works within the Shire.

**Strategic Community Plan/Corporate Business Plan:**

1.3	Maintain and enhance safety and security for the community	Review safe roads and infrastructure	Continue annual review of Road Hierarchy, Road Works Program, Plant Replacement Program
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**CONSULTATION**

The Chief Executive Officer consulted with the Manager Works & Services and Works Leading Hand when reviewing the Road Hierarchy presented to Council.

**RISK ASSESSMENT**

There is a risk the integrity of the Road Hierarchy may be compromised if the conditions listed in *Management Procedure IMP-017* to amend the Road Hierarchy are not adhered to. However, this risk is considered **insignificant**:

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response

**VOTING REQUIREMENTS**

Simple Majority

**MOVED: Cr Forth**

**SECONDED: Cr Batten**

**ROAD INFRASTRUCTURE COMMITTEE/STAFF RECOMMENDATION (Option 1)**

The Road Infrastructure Committee recommends Council endorses the *Road Hierarchy Procedure (IMP-025)* as presented at **Attachment 9.1(a)** without change.

**Voting F7/A0  
CARRIED  
Minute Reference RIC 02/22-2**

**STAFF RECOMMENDATION (Option 2) Lapsed**

The Road Infrastructure Committee recommends Council endorses the *Management Procedure (IMP-025) – Heavy Haulage Vehicle Permits* as presented with the following changes:

- 1.
- 2.

<b>DISCUSSION ITEM:</b>	<b>9.2</b>
<b>SUBJECT:</b>	<b>PROPOSED 2021/2022 ROAD WORKS PROGRAM &amp; REVIEW OF TEN YEAR ROAD WORKS PROGRAM</b>
<b>PROPONENT:</b>	<b>CHIEF EXECUTIVE OFFICER and MANAGER WORKS &amp; SERVICES</b>
<b>SITE:</b>	<b>WHOLE SHIRE</b>
<b>FILE REFERENCE:</b>	<b>1002</b>
<b>PREVIOUS REFERENCE:</b>	<b>MINUTE REFERENCE 03/21-3</b>
<b>DATE:</b>	<b>21 FEBRUARY 2022</b>
<b>AUTHOR:</b>	<b>JAMIE CRIDDLE, CHIEF EXECUTIVE OFFICER</b>

**SUPPORTING DOCUMENTS:**

Ref	Title	Attached to Report	Under Separate Cover
9.2(a)	Proposed 10 Year Road Works Program		✓
9.2(b)	Current 10 Year Road Works Program		✓

**BACKGROUND**

The purpose of this Item is to present Councillors with a proposed 2022/2023 & Ten-Year Road Works Programs for consideration.

Determination from the Road Infrastructure Committee will form a recommendation to Council for consideration and endorsement for allocation of funding and resources to the forthcoming Draft Budget.

**COMMENT**

Council resolved the following at the March 2021 OCM:

*Council receive the Road Infrastructure Committee Minutes and endorse the recommendations within i.e.*

*“Minute Reference RIC 03/21-5*

*The Road Infrastructure Committee recommends Council endorse the 10 Year Road Works Program 2021/22 to 2030/2031 as presented at Attachment 9.2(a) with the following changes and this Program be used as a basis for resource allocation into the Draft 2021/2022 Budget:*

- i. Extend seal on McCagh Road to Golf Club entrance;*
- ii. Remove Parkfalls Estate Shoulder works from future Program road works;*
- iii. Ensure own resource projects from previous year not completed are prioritised in 2021/2022 budget;*
- iv. Budget consideration for additional roadworks staff member*
- v. Concept Forum discussion on investigating improvement options Parkfalls Estate bridle paths; and*
- vi. Traffic Counters to be placed on Nolba Road, Olsen Road, Nabawa Yetna Road; however grant project roads to take priority.”*

The following item(s) have been requested for discussions:

Requested by	Item	Staff Comments	Estimated Cost
CV Agric Society (in 2020)	McCagh Rd Extend seal 250m	An internal gravel track be placed within the Showgrounds Carpark area	\$15,00 (To be confirmed)

Proposed 2021/2022 Road Works Program

It is hoped all road projects scheduled for 2021/2022 will be completed; however, there is invariably slippages in the program of works estimated timeline and the recommended 2022/2023 Roadworks Program will always attempt to



adhere to Council priorities i.e.

- Priority 1 – Grant funded projects
- Priority 2 – Own resource projects (carried over & new)
- Priority 3 – Maintenance works

It must be understood in reality road work maintenance issues at times will take precedence over other road works projects (e.g. own resource projects).

The Mid West Regional Road Group (MWRRG) projects have been approved by the Mid-West Regional Road Group and formal notification has been received from Main Roads WA advising of the projects the Shire will be funded for in 2022/2023. Therefore, these particular projects cannot be adjusted.

MWRRG grant applications are lodged with Main Roads WA (MRWA) by the 31<sup>st</sup> August each year. The Shire of Chapman Valley submission in accordance with Council's approved Ten Year Road Works Program with the approved projects, estimated costs and score for 2022/2023 being as follows:

Road	Works Description	Score	Total Project Cost Estimate \$	MWRRG Grant \$	Shire Minimum Contrib \$
Valentine	21.38 to 24.38 SLK – 3Kms Upgrade to 7.2m seal	100.23	450,000	300,000	150,000
East Nabawa (West)	12.05 to 15.05 SLK – 3Kms Upgrade to 7.2m seal	96.78	450,000	300,000	150,000
Northampton Nabawa	3.0 to 6.5 SLK – 3Kms Shoulder widening, drainage improvements reseal	94.71	450,000	300,000	150,000
Coronation Beach Road	0.00 to 4.00 – 4kms vegetation clearance pavement repairs & reseal	81.43	163,590	109,060	54,530
		Due the maximum an LGA can take from the Pool being 20% after every LGAs first project costs are deducted from the total Pool amount this project will not be fully funded. Submission was for: <ul style="list-style-type: none"> <li>• Total Project Cost \$450,000</li> <li>• MWRRG Grant \$300,000</li> <li>• Shire Contrib \$150,000</li> </ul> The final amount of funds this project will receive will subject to the Total Pool amount. The above figures are based on MRWA's confirmed 22/23 Funds Pool of \$8,026,632.			
<b>Estimated Totals</b>			<b>\$1,513,590</b>	<b>\$1,009,060</b>	<b>\$504,530</b>

*Note: The Coronation Beach roadworks has also been listed as part of the LRCIP Round 3 Projects. However, at the time the MWRRG submissions closed (31<sup>st</sup> August 2021) the LRCIP (R3) guidelines had not been finalised, hence the reason this project has sort funding from either, or both, funding programs.*

The MWRRG Policies and Procedures include the following restrictions:

- \$300,000 - Maximum allowable grant fund per individual project;
- Every LGA will have there highest priority project funded, irrespective of the project score
- 20% of Pool Residual after every LGAs first project costs are deducted from the total Pool amount.

These conditions have been changed and will be affective from the 2022/2023 as it was felt by the MWRRG a few LGAs where continually receiving the maximum allocation of 20% of the Total Pool, resulting in those LGAs with the lower scoring projects not getting funding, other than the minimum amount set of \$150,000.

Based on the 2022/2023 total pool estimated amount of \$7,800,000 the maximum an LGA can take from the Pool, under the new conditions, in 22/23 is \$963,733. Therefore the Shire of Chapman Valleys approved projects for 2022/2023 is this maximum amount available

Below is a comparison of RRG grants received over past years:

14/15	\$573,333
15/16	\$371,000
16/17	\$1,083,334
17/18	\$1,162,000
18/19	\$1,170,666
19/20	\$1,140,333
20/21	\$1,200,000
21/22	\$1,499,667
22/23	\$1,009,060

As mentioned last year, it was expected the Shire's ability to attract similar MWRRG Grant Funds in 22/23 and future years was expected to diminish from previous years due to amendments to the grant fund allocation guidelines.

Roads to Recovery Grant (R2R) Funding received over the past five years is as follows:

17-18	18-19	19/20	20/21	21/22	Total Past Five Years	Average Past Five Years
\$240,000	\$235,444	\$328,620	\$328,620	\$328,620	\$1,461,304	\$292,261

The R2R Funding Program will continue for a further four years after 20/21 (i.e. the current Program ends in 2023/2024) at the anticipated current rate of \$328,620 per financial year.

The *Proposed 10 Year Road Works Program (2022/2023 to 2031/2032)* reflects the anticipated MWRRG & R2R grant funding. However, it must be understood this funding could vary as MWRRG grant funds are annually contestable and R2R grant funds are not guaranteed beyond 2023/2024.

#### Ten (10) Year Road Works Program

Attached is the **Current 10 Year Road Works Program (2021/2022 to 2030/2031) (Attachment 9.2(b))** with the **Proposed 10 Year Road Works Program** adding the year 2031/2032 (**Attachment 9.2(a)**).

The CEO, Manager Works & Service (Esky Kelly) and the Works Leading Hand (Marty Elks) have reviewed the Program.

The *Proposed 10 Year Road Works Program* continues to reflect the following:

- 1.The opportunity to attract MWRRG grant funds for recognised Significant Roads within the Shire of Chapman Valley may diminish over the period of the ten-year program.
- 2.The opportunity to attract MWRRG grant funds for recognised Significant Roads within the Shire of Chapman Valley may gradually revert to reseal project, which are basically 100% external costs (materials & contract) and will not assist with supporting the Shire own internal costs (i.e. labour, plant, etc.).
- 3.As the MWRRG grant funds projects drop off, less external funds will be available and more internal own resource road works projects will be undertaken (e.g. Gravel Sheeting on roads not recognised as MWRRG Significant Roads).
- 4.The previously endorsed list of gravel sheeting roads from the Shire's own resources has not been altered in order of priority from the current program.
- 5.The previously endorsed list of reseal program from grants and the Shire's own has not been altered in order of priority from the current program.
- 6.There has been an effort to spread the effect of less MWRRG grants across the whole 10-year period, rather than the alternative of a sudden loss of grant funds from this source.
- 7.The issue of external funds (e.g. grants, contributions) covering the contract and materials costs for the annual road works program also needed to be address. An average contract & materials component has been calculated using historical data for the type of works; however, this can fluctuate when a more detailed cost analysis is undertaken for each specific project.

Therefore, based on the historical data, the *Proposed 10 Year Road Works Program* has been continued to calculate the differential between Contracts & Materials – v – Grant/Contributions received. Again, the proposed program has

attempted to ease the effect of grants being a source to fully cover contracts & materials and to supplement the Shire internal resource costs (labour, plant, etc.).

8. In previous programs the ten-year program includes an annual amount for “Additional Employee Costs & Contract/Materials Contingency”. This pool of funds is made up of the following components:

- i. \$75,000 – Casuals and Guaranteed & Additional overtime paid to road works crew as required; and
- ii. \$200,000 – External contingency used to hire external contractors and purchase materials as required (this amount can vary).

The proposed program continues to quarantine the \$75,000 for casuals and guaranteed & additional overtime components every year, yet uses the \$200,000 contracts/materials contingency as a balancing aid across the program. Therefore, it will be noted how this figure continues to fluctuate across the ten-year period. The 2022/2023 program has \$250,000 allocated i.e.

- i. \$75,000 – Casuals and Guaranteed & Additional overtime paid to road works crew as required; and
- ii. \$175,000 – External contingency used to hire external contractors and purchase materials as required

9. The concept of placing funds into the Roadworks Reserve Fund to assist with funding the proposed program of works in years the later years of the Program has been retained.

### POLICY IMPLICATIONS

The following Management Procedures are relevant to this item:

MANAGEMENT PROCEDURE No.	IMP-020
MANAGEMENT PROCEDURE	MIDWEST REGIONAL ROAD GROUP (MWRRG) – SIGNIFICANT ROAD POLICY
RESPONSIBLE OFFICER	CHIEF EXECUTIVE OFFICER
PREVIOUS POLICY/PROCEDURE No.	15.40; IP-001
LEGISLATION	STATE ROAD COUNCIL / REGIONAL ROAD GROUPS
RELEVANT DELEGATIONS	

### OBJECTIVES:

To list roads under the control of the Shire of Chapman Valley as those recognised by the Mid-West Regional Road Group as Significant Roads.

### MANAGEMENT PROCEDURE STATEMENT:

Roads under the control of the Shire of Chapman Valley recognised as being significant roads by the Mid-West Regional Road Group are: -

Rd No.	Road Name
19	Balla Whelarra
130	Chapman Valley
34	Coronation Beach
8	Dartmoor
21	Dartmoor Lake Nerramyne
12	East Bowes
1; 15 & 14	~ Durawah; ~ Station (between Durawah & Station Valentine Rd Junctions), ~ Station Valentine
150	East Chapman
16	East Nabawa
10	Nanson Howatharra
7	Narra Tarra
131	Northampton – Nabawa

132	Yuna – Tenindewa
13	Valentine

#### **ADDITIONAL EXPLANATORY NOTES:**

The above list of Significant Roads are the only roads eligible for funding through the Mid-West Regional Road Group Program.

In addition to the aforementioned Management Procedure Council has also adopted the following Management Procedure (IMP-017) in regard to the Road Funding Allocation Process:

MANAGEMENT PROCEDURE No.	IMP-017
MANAGEMENT PROCEDURE	ROAD WORK FUNDING ALLOCATION PROCESS
RESPONSIBLE OFFICER	CHIEF EXECUTIVE OFFICER
PREVIOUS POLICY/PROCEDURE No.	15.220
RELEVANT DELEGATIONS	

#### **OBJECTIVES:**

To set guidelines and procedures for categorising road hierarchy network and funding allocation priorities

#### **MANAGEMENT PROCEDURE STATEMENT/S:**

1. Council review existing Road Hierarchy List based upon Councillor(s) submissions and staff recommendation(s).
2. Council review existing Regional Road Group priorities based upon Councillor(s) submissions and staff recommendation(s).
3. Council reviews other grant programs (e.g. Black Spot, R2R) based upon Councillor(s) submissions and staff recommendation(s).
4. Taking into account the delegations under Infrastructure Policy IMP-022, Council review existing Heavy Haulage Roads.
5. Council review existing Program of Road Works based Councillor(s) submissions and upon staff recommendation(s).
6. Councillors retain the right to present, and justify, changes to any of the above either via Chief Executive Officer's report or directly to the meeting.
7. No changes to be made to any of the above unless fully endorsed by Council.

#### **FINANCIAL IMPLICATIONS**

Road Works is the largest expenditure component of the Shires operations, which makes it important to ensure the limited resources made available by grants and those allocated by Council to this function are maximised.

#### **Long Term Financial Plan (LTFP):**

The Proposed Road Works Program has been structured in a way to maintain the Shire's Own Resources contribution towards the overall program irrespective of the grants received. This will complement the estimated expenditure allocation in the current LTFFP.

#### **STRATEGIC IMPLICATIONS**

It is imperative Council carefully considers where resources are allocated in future road works programs to ensure the higher priority roads are catered for. The Shires Road Hierarchy identifies the priority roads into the following categories:

- A. Main Arterial Roads (Significant Roads approved by the MWRRG only);
- B. Main Feeder Roads;
- C. Minor Feeder Roads;
- D. Major Access Roads; and
- E. Minor Access Roads

The Road Hierarchy list will be reviewed as part of the Road Infrastructure Committees purpose and is listed for discussion at Agenda Item 9.1.

**Strategic Community Plan/Corporate Business Plan:**

1.3	Maintain and enhance safety and security for the community	Review safe roads and infrastructure	Continue annual review of Road Hierarchy, Road Works Program, Plant Replacement Program
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**CONSULTATION**

The Chief Executive Officer conferred with the Consultant Engineer, Manager Works & Services and Works Leading Hand when developing the *Proposed Ten-Year Road Works Programs* presented to Council.

**RISK ASSESSMENT**

There is a risk Council may not be able to successfully allocate enough of its own resources to appease the requirements of the Roads to Recovery (R2R) legislation due to the high level of other grant funds obtained. This will be closely monitored over the life of the R2R program.

I consider the risk associated with the Road Works Program as being **Moderate**, bearing in mind the risk is project specific, not in total across all the Road Works Program i.e.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Moderate (3)	Medical type injuries	\$10,001 - \$50,000	Medium term temporary interruption – backlog cleared by additional resources < 1 week	Short term non-compliance but with significant regulatory requirements imposed	Substantiated, public embarrassment, moderate impact, moderate news profile	Localised damage requiring external resources to rectify	Contained, reversible impact managed by external agencies

**VOTING REQUIREMENTS**

Simple Majority

3.02pm Suspend Standing Orders

**MOVED: Cr Batten**

**SECONDED: Cr Humphrey**

*Voting F7/A0*

**CARRIED**

*Minute Reference RIC 02/22-3*

Discussion on the item was undertaken

3.38pm Cr Royce left the meeting

4.17pm Reinstate Standing Orders

**MOVED: Cr Humphrey**

**SECONDED: Cr Batten**

*Voting F6/A0*

**CARRIED**

*Minute Reference RIC 02/22-4*

**MOVED: Cr Forth**

**SECONDED: Cr Batten**

**STAFF RECOMMENDATION (Option 1) Lapsed**

The Road Infrastructure Committee recommends Council endorse the *10 Year Road Works Program 2022/23 to 2031/2032* as presented at **Attachment 9.2(a)** without change and this Program be used as a basis for resource allocation into the Draft 2022/2023 Budget.

- OR -

**ROAD INFRASTRUCURE COMMITTEE /STAFF RECOMMENDATION (Option 2)**

The Road Infrastructure Committee recommends Council endorse the *10 Year Road Works Program 2022/23 to 2031/2032* as presented at **Attachment 9.2(a)** with the following changes and this Program be used as a basis for resource allocation into the Draft 2022/2023 Budget:

- 1- Include gravel sheeting of Nanson Showground internal track to Chapman Valley Agricultural Society
- 2- Include gravel sheeting of Wandana and Newmarracarra Roads
- 3- Include Nanson Showgrounds access track within Minor Maintenance Program

**Voting F6/A0**

**CARRIED**

**Minute Reference RIC 02/22-5**

<b>DISCUSSION ITEM:</b>	<b>9.3</b>
<b>SUBJECT:</b>	<b>REVIEW HEAVY HAULAGE VEHICLE PERMIT ROADS</b>
<b>PROPONENT:</b>	<b>CHIEF EXECUTIVE OFFICER &amp; MANAGE WORKS &amp; SERVICES</b>
<b>SITE:</b>	<b>WHOLE SHIRE</b>
<b>FILE REFERENCE:</b>	<b>1002</b>
<b>PREVIOUS REFERENCE:</b>	<b>MINUTE REFERENCE: 03/21-3</b>
<b>DATE:</b>	<b>21 FEBRUARY 2022</b>
<b>AUTHOR:</b>	<b>JAMIE CRIDDLE, CHIEF EXECUTIVE OFFICER</b>

**SUPPORTING DOCUMENTS:**

Ref	Title	Attached to Report	Under Separate Cover
	NIL		

**BACKGROUND**

The purpose of this Item is to present the Committee the current endorsed *Heavy Haulage Vehicle Permit (Policy IP-003)* for discussion and review.

Council resolved the following at the March 2021 OCM:

*“Minute Reference RIC 03/21-6*

*The Road Infrastructure Committee recommends Council endorses the Management Procedure (IMP-025) – Heavy Haulage Vehicle Permits as presented without change.”*

**COMMENT**

Below is a copy of the current HVS RAV configurations:

# Prime Mover, Trailer Combinations

2016

Heavy Vehicle Services

Category	VEHICLE DESCRIPTION AND CONFIGURATION CHART (RAV) – PRIME MOVER, TRAILER COMBINATIONS EXAMPLES	Axle Spacing (m)	Length (m)	Mass (T) Maximum	RAV Network
1	(A) PRIME MOVER, SEMI TRAILER TOWING A PIG TRAILER 	(A) A	≤20	50	Network 1
2	(A) PRIME MOVER, SEMI TRAILER TOWING AN OVERHEIGHT SEMI TRAILER 	(B) A	≤19	42.5	Network 2
		(C) A	≤20	50	
3	(A) PRIME MOVER, SEMI TRAILER TOWING A PIG TRAILER 	(D) A	≤19	47.5	Network 3
		(E) A	≤27.5	65.5	
4	(A) PRIME MOVER, SEMI TRAILER TOWING A DOG TRAILER 	(B) A	≤20	47.5	Network 4
		(C) A	≤27.5	65.5	
5	(A) PRIME MOVER, SEMI TRAILER TOWING 6 AXLE DOG TRAILER 	(D) A	≤27.5	42.5	Network 5
		(E) A	≤25	42.5	
6	(A) PRIME MOVER, SEMI TRAILER TOWING A DOG TRAILER 	(B) B	≤27.5	84	Network 6
		(C) A	≤27.5	87.5	
7	(A) PRIME MOVER, SEMI TRAILER TOWING A DOG TRAILER AND CONVERTER DOLLY 	(B) B	>27.5, ≤36.5	84	Network 7
		(C) A	>27.5, ≤36.5	84+0	
8	(A) PRIME MOVER, SEMI TRAILER TOWING 6 AXLE DOG TRAILER 	(D) A	>27.5, ≤36.5	84	Network 8
		(E) A	>27.5, ≤36.5	87.5	
9	(A) PRIME MOVER, SEMI TRAILER TOWING 2 X DOG TRAILERS 	(B) B	>27.5, ≤36.5	87.5	Network 9
		(C) A	>27.5, ≤36.5	87.5+0	
10	(A) PRIME MOVER, SEMI TRAILER TOWING 2 X DOG TRAILERS 	(D) A	>27.5, ≤36.5	107.5	Network 10
		(E) A	>27.5, ≤36.5	107.5	

1. Operators using a category of RAV outlined in this document must operate that RAV in accordance with the OPERATING CONDITIONS and only on the network specified.

2. These diagrams are a visual indicator of the vehicle only.

3. Operators must refer to the OPERATING CONDITIONS for the full vehicle description.

4. The height of the vehicle can exceed 4.3 m but MUST NOT exceed 4.6 m when it is: (i) built to carry livestock or (ii) carrying a crate to carry livestock or; (iii) carrying vehicles on more than one deck or (iv) carrying a multi-modal container or; (v) carrying a large indivisible item or; (vi) When operating with an appropriately bonded over height curtain side or partitioned trailer.








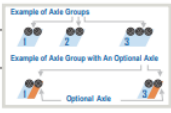


5. Maximum height of Pig Trailer must not exceed 3.5m.

**Heavy Vehicle Services**  
Tel: 138 HVO (486)  
Email: hvs@mainroads.wa.gov.au  
Website: www.mainroads.wa.gov.au

# Truck, Trailer Combinations

2016

Heavy Vehicle Services

VEHICLE DESCRIPTION AND CONFIGURATION CHART (RAV) – TRUCK, TRAILER COMBINATIONS EXAMPLES				Axle Spacing (m)	Length (m)	MSR (1) (m)	RAV Network	
Category 1	(A) TRUCK LIVESTOCK OR VEHICLE CARRIER 	(B) TRUCK TOWING A PIG TRAILER 	(C) TRUCK TOWING A DOG TRAILER 	(D) TRUCK TOWING A CAR CARRIER TRAILER 	(A) A (B) B (C) B (D) A	<12.5 ≤20 ≤20 ≤20	27.5 45.5 50 42.5	Network 1
Category 2	(A) TRUCK TOWING A 6 AXLE DOG TRAILER 	(B) TRUCK TOWING A CAR CARRIER TRAILER 	(C) TRUCK TOWING A 2,3,4 OR 5 AXLE DOG TRAILER 		(A) A (B) A (C) B	≤25 ≤25 ≤25	67.5 42.5 64.0	Network 2
								
Category 7	(A) TRUCK TOWING 2 X 5 OR 6 AXLE TRAILERS 				(A) A	>27.5, ≤36.5	107.5	Network 7
Category 8	(A) TRUCK TOWING 2 DOG TRAILERS 				(A) A	>27.5, ≤36.5	107.5	Network 8

**NOTES**

- Operators using a category of RAV outlined in this document must operate that RAV in accordance with the OPERATING CONDITIONS and only on the network specified.
- These diagrams are a visual indication of the vehicle only.
- Operators must refer to the OPERATING CONDITIONS for the full vehicle description.
- The height of the vehicle can exceed 4.3 m but MUST NOT exceed 4.6 m when it is: (i) built to carry livestock or (ii) carrying a crane to carry livestock or (iii) carrying vehicles on more than one deck or (iv) carrying a multi-modal container or (v) carrying a large indivisible item or (vi) when operating with an appropriately licensed over height curtain side or paneltrailer trailer.
- Maximum height of Pig Trailer must not exceed 3.5m.

Heavy Vehicle Services  
Tel: 138 HVD (444)  
Email: hvs@mainroads.wa.gov.au  
Website: www.mainroads.wa.gov.au



## POLICY IMPLICATIONS

Management Procedure IMP-022 being reviewed is shown below:

MANAGEMENT PROCEDURE No.	IMP-022
MANAGEMENT PROCEDURE	HEAVY HAULAGE VEHICLE PERMITS
RESPONSIBLE OFFICER	MANAGER WORKS & SERVICES
PREVIOUS POLICY/PROCEDURE No.	15.110; IP-003
LEGISLATION	ROAD TRAFFIC ACT, 1974 – HEAVY VEHICLE OPERATIONS
RELEVANT DELEGATIONS	2012

## OBJECTIVES:

To identify a heavy haulage route for roads under the control of the Shire of Chapman Valley.

## POLICY STATEMENT/S:

The Shire adopt the current approved Main Roads WA's Restricted Access Vehicle (RAV) roads and conditions associated with approved roads within the Shire of Chapman Valley.

Procedures for the establishment of a new or amendment to an existing Heavy Haulage Route:

- Application to be sent to MRWA Heavy Vehicle Services (HVS) - Route Assessment Section.
- HVS to forward application to Shire of Chapman Valley for comments.
- Shire staff inspect route to determine suitability in accordance with basic MRWA criteria.
- Shire staff put recommendation to MRWA to reject or progress the application.
- MRWA HVS will send the application to MRWA regional office to inspect route and make appropriate recommendation back to MRWA HVS



- f) MRWA HVS reviews the route assessment then approves or rejects route and advised Shire of Chapman Valley accordingly.

Once a route has been approved it remains relevant to all operators who then make direct application to MRWA for a permit (not to the Shire).

Refer to the current Main Roads WA's Restricted Access Vehicle (RAV), website (links below) for the approved list of roads within the Management Procedure;

<https://www.mainroads.wa.gov.au/UsingRoads/HeavyVehicles/notices/Pages/pmtc.aspx>  
<https://mrapps.mainroads.wa.gov.au/RavNetworkMap>

Refer to relevant Policy/Procedure when exercising this delegation

This Management Procedure also refers to Delegation 2012 which states:

*"The Chief Executive Officer is delegated the authority to endorse the Heavy Haulage Vehicle Permits Applications in accordance with Management Procedure (IMP-022) for the determination of variations to the RAV Network within the Shire of Chapman Valley subject to this delegation being restricted to RAV7 level. Any applications beyond this RAV level are to be put to Council for consideration."*

In addition to the aforementioned Management Procedure Council has also adopted the following Management Procedure (IMP-017) regarding the Road Funding Allocation Process:

MANAGEMENT PROCEDURE No.	IMP-017
MANAGEMENT PROCEDURE	ROAD WORK FUNDING ALLOCATION PROCESS
RESPONSIBLE OFFICER	CHIEF EXECUTIVE OFFICER
PREVIOUS POLICY/PROCEDURE No.	15.220
RELEVANT DELEGATIONS	

#### **OBJECTIVES:**

To set guidelines and procedures for categorising road hierarchy network and funding allocation priorities

#### **MANAGEMENT PROCEDURE STATEMENT/S:**

1. Council review existing Road Hierarchy List based upon Councillor(s) submissions and staff recommendation(s).
2. Council review existing Regional Road Group priorities based upon Councillor(s) submissions and staff recommendation(s).
3. Council reviews other grant programs (e.g. Black Spot, R2R) based upon Councillor(s) submissions and staff recommendation(s).
4. Taking into account the delegations under Infrastructure Policy IMP-022, Council review existing Heavy Haulage Roads.
5. Council review existing Program of Road Works based Councillor(s) submissions and upon staff recommendation(s).
6. Councillors retain the right to present, and justify, changes to any of the above either via Chief Executive Officer's report or directly to the meeting.
7. No changes to be made to any of the above unless fully endorsed by Council.

#### **FINANCIAL IMPLICATIONS**

Road works is the largest income and expenditure component of the Shires operations, which makes it important to ensure the limited resources made available by grants and those allocated by Council to this function are maximized.

#### **Long Term Financial Plan (LTFP):**

The Heavy Haulage Vehicle Permit Management Procedure has been structured in a way to ensure each request for an upgrade the RAV rating to any particular road must go through a MRWA approved process.

There appears to be an increasing demand on the Shire road network by larger and heavier vehicles, which will no doubt

have an adverse effect on the Shire roads and therefore the resources allocated by Council to roads.

It has also become obvious the Local Government Authority (LGA) is losing control of the level of heavy haulage vehicle using local roads under the control of the LGA. Though MRWA do consult with the LGA on every application made to introduce or upgrade the RAV rating on a local road the LGA cannot stop such applications if MRWA is comfortable the road meets their specification.

**STRATEGIC IMPLICATIONS**

It is imperative Council carefully considers where resources are allocated in future road works programs to ensure the higher priority roads are catered for.

**Strategic Community Plan/Corporate Business Plan:**

1.3	Maintain and enhance safety and security for the community	Review safe roads and infrastructure	Continue annual review of Road Hierarchy, Road Works Program, Plant Replacement Program
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**CONSULTATION**

The Chief Executive Officer conferred with the Manager Works & Services and Works Leading Hand when reviewing the *Heavy Haulage Vehicle Permit Roads Management Procedure* presented to the Committee.

**RISK ASSESSMENT**

I believe there is a risk associated with the current approach being taken by MRWA Heavy Vehicle Services with RAV applications basically ignoring the wishes of the LGA. The issue of liability remain a vexed question. Is the permit issuer liable (i.e. MRWA) or the LGA who has management of the roads MRWA is permitting RAV vehicles to use LGA controlled road, even against the wishes of the LGA.

I have put this question to the Local Government Insurance Services (LGIS) with no firm response received as yet.

Therefore the Risk Assessment is basically unknown and could range from *Insignificant* to *Catastrophic*:

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response

**VOTING REQUIREMENTS**

Simple Majority – To amend Management Procedure

**MOVED: Cr Forth**

**SECONDED: Cr Batten**

**ROAD INFRASTRUCURE COMMITTEE /STAFF RECOMMENDATION (Option 1)**

The Road Infrastructure Committee recommends Council endorses the *Management Procedure (IMP-025) – Heavy Haulage Vehicle Permits* as presented without change.

**STAFF RECOMMENDATION (Option 2) Lapsed**

The Road Infrastructure Committee recommends Council endorses the *Management Procedure (IMP-025) – Heavy Haulage Vehicle Permits* as presented with the following changes:

- 1.
- 2.

**Voting F6/A0  
CARRIED  
Minute Reference RIC 02/22-6**

<b>AGENDA ITEM:</b>	<b>9.4</b>
<b>SUBJECT:</b>	<b>REVIEW PLANT REPLACEMENT PROGRAM</b>
<b>PROPONENT:</b>	<b>CHIEF EXECUTIVE OFFICER &amp; MANAGE WORKS &amp; SERVICES</b>
<b>SITE:</b>	<b>WHOLE SHIRE</b>
<b>FILE REFERENCE:</b>	<b>1018.00</b>
<b>PREVIOUS REFERENCE:</b>	<b>MINUTE REFERENCE: 03/21-3</b>
<b>DATE:</b>	<b>21 FEBRUARY 2022</b>
<b>AUTHOR:</b>	<b>JAMIE CRIDDLE, CHIEF EXECUTIVE OFFICER</b>

**SUPPORTING DOCUMENTS:**

Ref	Title	Attached to Report	Under Separate Cover
9.4(a)	Proposed Plant Replacement Program (with Tracked Changes)		✓

**DISCLOSURE OF INTEREST**

Nil

**BACKGROUND**

The Shire's *Plant Replacement Program* is reviewed annually to assist with the development of the Annual Budget for the forthcoming year. This review is also to consider the effect of the Long Term Financial Plan (LTFP) which has plant replacement as an aspect to its overall costs estimates within the Plan.

Council resolved the following at the March 2021 OCM:

*"Minute Reference RIC 03/21-7*

*The Road Infrastructure Committee recommends Council endorses the Proposed Plant Replacement Program as presented at Attachment 9.4(a) with the following changes and request the Chief Executive Officer use this Program as a basis for resources to be allocated in the forthcoming budget:*

*Add Tiny Surveyor Robot 2021/2022 budget consideration; and  
Add Transportable Display Trailer 2021/2022 budget consideration."*

The Plant Replacement Program was presented to the 21/22 Budget Workshops and again at the Special Meeting of Council where the 21/22 Budget was formally adopted. The Program was adjusted to reflect the decisions and determinations at these meetings.

**COMMENT**

As previously reported, the most recent fair value review of the Shire's Plant & Equipment indicated Council's standard of plant is high in comparison to similar type and sized local government authorities. Though such an outcome is welcomed it is important Council is mindful of not letting the life and standard of key items of plant and equipment to extend to the point this effects the organisations operational needs.

**STATUTORY ENVIRONMENT**

Not relevant

**POLICY IMPLICATIONS**

No Policy or Management Procedure affected.

**FINANCIAL IMPLICATIONS**

It is important Council annually review its *Plant Replacement Program* to ensure an informed decision-making process is evident when allocating resources update the Asset Management Plan, which is integrated with updates to the Long Term Financial Plan and the Annual Draft Budgets for the change-over/upgrading of Council's plant & equipment.

**Long Term Financial Plan (LTFP):**

Any amendment to the Plant Replacement Program will affect the LTFP and any decision to do so will flow on as part of the review of the LTFP.

**STRATEGIC IMPLICATIONS**

It is strategically sound for Council to have a robust and realistic Plant Replacement Program.

**Strategic Community Plan/Corporate Business Plan:**

1.3	Maintain and enhance safety and security for the community	Review safe roads and infrastructure	Continue annual review of Road Hierarchy, Road Works Program, Plant Replacement Program
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CONSULTATION

The Chief Executive Officer consulted with the Manager Works & Services and Works Leading Hand when developing the Proposed Plant Replacement Program presented to Council.

Changes to the current Plant Replacement Program are tracked on the Proposed Plan provided at **Attachment 9.4(a)**.

**RISK ASSESSMENT**

There is a risk with the *Current & Proposed Plant Replacement Programs* extending the optimum life of plant before changeovers are scheduled resulting in the maintenance component of Council plant operating costs increasing. However, I believe the current risk is **minor** at this stage, specifically now Council has employed a Plant Mechanic into the organisation i.e.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Minor (2)	First aid injuries	\$1,001 - \$10,000	Short term temporary interruption – backlog cleared < 1 day	Some temporary non compliances	Substantiated, low impact, low news item	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response

VOTING REQUIREMENTS

Simple Majority

**4.24pm Suspend Standing Orders**

**MOVED: Cr Batten**

**SECONDED: Cr Forth**

**Voting F6/A0  
CARRIED  
Minute Reference RIC 02/22-7**

Discussion on the item was undertaken

**4.45pm Reinstate Standing Orders**

**MOVED: Cr Batten**

**SECONDED: Cr Forth**

**Voting F6/A0  
CARRIED  
Minute Reference RIC 02/22-8**

**MOVED: Cr Low**

**SECONDED: Cr Elliott-Lockhart**

**STAFF RECOMMENDATION (Option 1) Lapsed**

The Road Infrastructure Committee recommends Council endorses the *Proposed Plant Replacement Program* as presented at **Attachment 9.4(a)** without change and request the Chief Executive Officer use this Program as a basis for resources to be allocated in the forthcoming budget.

- OR -

## **ROAD INFRASTRUCURE COMMITTEE /STAFF RECOMMENDATION (Option 2)**

The Road Infrastructure Committee recommends Council endorses the *Proposed Plant Replacement Program* as presented at **Attachment 9.4(a)** with the following changes and request the Chief Executive Officer use this Program as a basis for resources to be allocated in the forthcoming budget

1. Include a quote on catchers for mowers
2. Include Traffic Management Lights
3. Increase the value of purchase for the Prime Mover by \$40,000

***Voting F6/A0***

***CARRIED***

***Minute Reference RIC 02/22-9***

### **10.0 Information Items**

Nil

### **11.0 Urgent Business Approved by the Presiding Member or by a Decision of the Committee**

Nil

### **12.0 Closure**

The Chair thanked the Committee members and staff for their attendance and declared the meeting closed at 4.47pm.