



**MINUTES
FOR
SPECIAL COUNCIL MEETING OF COUNCIL
Tuesday 15 August 2023**

**Council Chambers
Lot 66 Railway Street
Trayning WA 6488**

Commencement: 2.30 pm





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The Shire of Trayning warns that anyone who has any application lodged with the Shire of Trayning must obtain and should only rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Trayning in respect of the application.

Signed

Leanne Parola
Chief Executive Officer



PREFACE

When the Chief Executive Officer approves these Minutes for distribution, they are in essence “Unconfirmed” until the following Council Meeting, where the Minutes will be confirmed subject to any amendments made by the members of the Committee.

The “Confirmed” Minutes are then signed off by the Presiding Person.

UNCONFIRMED MINUTES

These minutes were approved for distribution on 17 August 2023.

Leanne Parola
CHIEF EXECUTIVE OFFICER

CONFIRMED MINUTES

These minutes were confirmed at a meeting held on 13 September 2023.

Signed:

Note: The Presiding Member at the meeting at which the minutes were confirmed is the person who signs above.



MINUTES

Special Meeting of the Trayning Shire Council,
held in the Council Chambers, Lot 66 Railway Street, Trayning,
on Tuesday 15 August 2023, commencing at 2.30 pm

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1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President Cr MA Brown welcomed Councillors and staff, declaring the meeting open at 2:34 pm.

2 ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

MEMBERS:

Cr Melanie Brown (Shire President)
Cr Geoff Waters (Deputy Shire President)
Cr Michelle McHugh
Cr Clayton Marchant
Cr Peter Barnes
Cr Mark Leslie

STAFF:

Mrs Leanne Parola (Chief Executive Officer)
Mr Joe Egerton (Acting Manager of Works)
Ms Belinda Taylor (Manager of Corporate Services)

APOLOGIES:

Nil

ON APPROVED LEAVE(S) OF ABSENCE:

Nil

ABSENT:

Nil

VISITORS:

Nil



3 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

Nil

4 PUBLIC QUESTION TIME

Nil

5 APPLICATIONS FOR, AND PREVIOUSLY APPROVED, LEAVE OF ABSENCE AND DISCLOSURES OF INTEREST

5.1 Applications Previously Approved

Nil

5.2 Leave of Absence

Nil

5.3 Disclosure of Interest

In accordance with Section 5.65 of the Local Government Act 1995, the following disclosures of interest were made at the Council meeting.

| <i>Councillor / Officer</i> | <i>Item No</i> | <i>Nature of Interest</i> | <i>Extent of Interest</i> |
|-----------------------------|----------------|---------------------------|----------------------------|
| Cr GF Waters | 9.1 | Proximity | Road goes through property |
| | | | |

6 PETITIONS/DEPUTATIONS/PRESENTATIONS

6.1 Petitions

Nil

6.2 Deputations

Nil

6.3 Presentations

Nil



7 CONFIRMATION OF MINUTES

7.1 Ordinary Meeting of Council

Officer Recommendation/Council Decision

Moved Cr CL Marchant

Seconded Cr PM Barnes

That the minutes of the Ordinary Meeting of Council held on 19 July 2023 be confirmed as a true and correct record of the proceedings.

Resolution 08-2023.066

Carried 6/0

For Cr Marchant, Cr Barnes, Cr McHugh, Cr Waters, Cr Leslie, Cr Brown

8 ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSIONS

Nil

*Prior to any consideration of this Item;
Cr Waters declared a Promiximity Interest in Item 9.1 and requested to stay in the room
and participate in the discussion.*

2:37 pm – Cr GF Waters left the meeting.

Council Decision

Moved Cr CL Marchant

Seconded Cr ME Leslie

That Councillor Waters be permitted to participate and vote in Item 9.1.

Resolution 08-2023.067

Carried 5/0

For Cr Marchant, Cr Barnes, Cr McHugh, Cr Leslie, Cr Brown

2:38 pm - Cr GF Waters returned to the meeting



9 REPORTS OF OFFICERS

9.1 Review 2023/24 Capital Roads Program

| | |
|-----------------------------------|---|
| Date of Report: | 10 August 2023 |
| File Ref: | |
| Officer: | Leanne Parola – Chief Executive Officer |
| Officer's Disclosure of Interest: | Nil |
| Attachments: | 9.1 Maps showing SLKs |
| Voting Requirements: | Absolute Majority |

Purpose of Report

To consider amending the 2023/24 Capital Roads Program.

Background

The current 2023/24 Capital Roads Program was adopted by Council at its Ordinary Meeting held in July 2023 as part of the 2023/24 Budget.

Since the budget was adopted a new Acting Manager of Works has commenced while the Shire recruits a new Manager of Works.

Consultation

Councillors were emailed a copy of the Acting Manager of Works' recommended changes to the 2023/24 Capital Roads Program on 9 August 2023.

The Executive Officer of the Regional Road Group has advised:

It will likely be a problem to change your 23/24 Yr Program at this point in time, given the amount of changes this program has undergone over the last few months, and the fact that we are into the 23/24 Yr.

I know that Alli advised last year after Wyalkatchem changed their program midway through the financial year, that she would not accept any changes once the final program has been endorsed – which was what occurred at the 17th July 23 SRRG Meeting.

Staff have approached Allison Hunt, the Local Government Interface Manager for the Wheatbelt Region (Northam and Narrogin) to ask if it would be possible to change the Shire's 2023/24 Regional Road Groups. At the time of writing this report no response had been received.



Statutory Environment

Local Government Act 1995, Section 6.2 - Local government to prepare annual budget

A local government is to adopt an annual budget which takes into account the contents of the plan for the future of the district made in accordance with Section 5.56.

The Shire of Trayning Council Plan 2022-2032 was adopted by Council at its Ordinary Meeting held 20 April 2022, replacing and combining the previous Strategic Community Plan and Corporate Business Plan. It was renamed the Shire of Trayning Strategic Community & Corporate Business Plan at the Ordinary Meeting of Council held 15 February 2023.

Policy Implications

There are no policy implications

Financial Implications

The 2023/24 Annual Budget includes the following capital road projects:

| Job | Description | Component | Total |
|------------|---|------------------|--------------|
| RCC023 | Hewitt Road - Replace culvert | | 32,938 |
| | <i>Labour</i> | 4,310 | |
| | <i>Services & Contracts</i> | 20,000 | |
| | <i>Overheads</i> | 6,978 | |
| | <i>Plant</i> | 1,650 | |
| RTR015 | Kellerberrin Yelbeni Road - Gravel resheeting SLK 12.24 to 14.8 | | 244,376 |
| | <i>Labour</i> | 32,291 | |
| | <i>Services & Contracts</i> | 127,718 | |
| | <i>Overheads</i> | 52,282 | |
| | <i>Plant</i> | 32,085 | |
| RTR017 | Sherzinger Road - Reconstruct & double seal 3.7 m wide SLK 5.41 to 6.7 | | 273,470 |
| | <i>Labour</i> | 31,940 | |
| | <i>Services & Contracts</i> | 154,862 | |
| | <i>Overheads</i> | 51,713 | |
| | <i>Plant</i> | 34,955 | |
| RRG014 | Kununoppin-Mukinbudin Road - Reconstruct to Type 5 – 10 m carriageway, 7 m primerseal SLK 21.06 to 22.83 | | 337,338 |
| | <i>Labour</i> | 28,171 | |
| | <i>Services & Contracts</i> | 229,231 | |
| | <i>Overheads</i> | 45,611 | |
| | <i>Plant</i> | 34,375 | |



| | | | |
|--------|--|---------|------------------|
| RRG002 | Harrod Road - Reconstruct to Type 5 – 10 m carriageway, 7 m primerseal SLK 6.1 to 7.4 | | 246,647 |
| | <i>Labour</i> | 20,063 | |
| | <i>Services & Contracts</i> | 172,510 | |
| | <i>Overheads</i> | 32,484 | |
| | <i>Plant</i> | 21,590 | |
| | | | 1,134,769 |

It also includes the following grant funding which are tied to particular projects:

| GL | Description | Amount | Comment |
|---------|-------------------------------|---------|---|
| 3121301 | Kununoppin-Mukinbudin Road | 211,015 | Regional Road Group Funds for approved project |
| 3121301 | Harrods Road | 131,827 | Regional Road Group Funds for approved project |
| 3121310 | Roads to Recovery Grant Funds | 292,096 | Grant yet to be applied for (Kellerberrin-Yelbini Road and Sherzinger Road) |

The financial implications of the proposed changes to the Capital Roads Program have not been determined.

Strategic Implications

The proposed changes to the Regional Road Group Projects and Roads to Recovery Projects are significant deviations from the adopted Long Term Financial Plan and Asset Management Plan.

Both of these plans were proposed to be reviewed following asset renewal modelling carried out after the revaluation of roads and other infrastructure. The revaluation report has yet to be completed.

The draft valuation report includes the following condition ratings for the below sections of road:

| Road | SLKs | Condition |
|-----------------------------------|----------------|-----------|
| Included in current budget | | |
| Kellerberrin Yelbeni Road | 12.24 to 14.8 | Very Poor |
| Sherzinger Road | 5.41 to 6.7 | Average |
| Kununoppin-Mukinbudin Road | 21.06 to 22.83 | Very Poor |
| Harrod Road | 6.1 to 7.4 | Average |
| Proposed amendment | | |
| Kununoppin-Mukinbudin Road | 21.06 to 22.83 | Very Poor |
| Kununoppin-Mukinbudin Road | 22.83 to 23.83 | Very Poor |
| Harrod Road | 6.1 to 7.4 | Average |
| Harrod Road | 7.4 to 10.0 | Excellent |



Officer's Comment

The Acting Manager of Works has provided the following information on the proposed changes to the 2023/24 Capital Roads Program:

Kununoppin – Mukinbudin Road was to be reconstructed and a 2 coat seal put down SLK 21.26 to SLK 22.83 total 1.57 kilometres. At this stage the drainage, shoulders and seal are in good condition and need no major works. I would be looking at the seal in 4 to 5 years, during this period minor maintenance repairs are all that is required to maintain the asset.

Recommended change

Kununoppin – Mukinbudin Road Reseal SLK 21.26 to 23.83 (shire boundary) extra 1 km, widen road from 6.5m to 7m seal by using a jet-patcher and sealing this 250mm to 300mm shoulder then resealing over the top with 14mm.

Harrod Road was to be reconstructed and a 2 coat seal put down at floodway from SLK 6.1 to SLK 7.4. At this stage the floodway and seal are okay and can be maintained by general repairs by the Shire if required, eg potholes and minor drainage work when doing maintenance grading. That way we can look at doing a reseal in 24/25 from SLK 6.1 to SLK 10.00, hence if we do the shoulder widening (see below) that gives us a year to see if we have any failures before we put a 14mm seal over the 4.9 km and can action as required with the stabilisation of the Floodway area.

Recommended change

Harrod Road to have 2 m shoulders added on each side from SLK 6.1 to SLK 10.00 plus drainage and seal width to be widened from 6.5m to 7m with Jet-patcher (ready for reseal in 24/25).

Kellerberrin-Yelbeni Road gravel re-sheeting on the 8 m wide SLK 12.24 to SLK 14.8.

Recommended change

No change, possible extension see below.

Sherzinger Road Reconstruction and double seal 3.7 m wide SLK 5.41 to SLK 6.7 at this stage the seal is in good condition as well as the shoulders, maintenance grading can maintain the shoulders for some time yet, money could be spent on several gravel roads that are in need of urgent repairs/re-sheeting.

Changes to be made

More gravel sheeting on the Kellerberrin-Yelbeni Road as several sections are in need of repair due to clay content being very high and are quite dangerous with the slightest drop of rain on them.



Officer Recommendation

That:

- 1) An application be made to the Regional Road Group to amend the Shire's 2023/24 Regional Road Group projects to the following:
 - a. Kununoppin-Mukinbudin Road – reseal SLK 21.26 to 23.83, widen road from 6.5m to 7m seal by using a jet-patcher and sealing this 250 mm to 300 mm shoulder then resealing over the top with 14mm
 - b. Harrod Road - add 2 m shoulders on each side from SLK 6.1 to SLK 10.00 plus drainage and seal width to be widened from 6.5m to 7m with Jet-patcher (ready for reseal in 24/25)
- 2) Should the application to amend the Shire's 2023/24 Regional Road Group projects be successful, prepare an agenda item for the September 2023 Ordinary Meeting of Council to replace the Shire of Trayning's Five Year Regional Road Group Program and amend the 2023/24 Budget accordingly.
- 3) That the 2023/24 Budget be amended to transfer the budget for the Sherzinger Road project to the Kellerberrin-Yelbeni Road resheeting as follows:

| JOB | Description | Current Budget | Amended Budget |
|------------|---------------------------|-----------------------|-----------------------|
| RTR015 | Kellerberrin-Yelbeni Road | 244,376 | 517,846 |
| RTR017 | Sherzinger Road | 273,470 | 0 |
| | | 517,846 | 517,846 |



Moved Cr GF Waters

That:

- 1) An application be made to the Regional Road Group to amend the Shire's 2023/24 Regional Road Group Harrod Road project to add 2 m shoulders on each side from SLK 6.1 to SLK 10.00 plus drainage and seal width to be widened from 6.5m to 7m with Jet-patcher (ready for reseal in 24/25)
- 2) Should the application to amend the Shire's 2023/24 Regional Road Group project be successful, prepare an agenda item for the September 2023 Ordinary Meeting of Council to replace the Shire of Trayning's Five Year Regional Road Group Program and amend the 2023/24 Budget accordingly.
- 3) That the 2023/24 Budget be amended to transfer the budget for the Sherzinger Road project to the Kellerberrin-Yelbeni Road resheeting as follows:

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| RTR015 | Kellerberrin-Yelbeni Road | 244,376 | 517,846 |
| RTR017 | Sherzinger Road | 273,470 | 0 |
| | | 517,846 | 517,846 |

Motion Lapsed as no seconder



Council Decision

Moved Cr PM Barnes

Seconded Cr CL Marchant

That:

- 1) An application be made to the Regional Road Group to amend the Shire's 2023/24 Regional Road Group projects to the following:
 - a. Kununoppin-Mukinbudin Road – reseal SLK 21.26 to 23.83, widen road from 6.5m to 7m seal by using a jet-patcher and sealing this 250 mm to 300 mm shoulder then resealing over the top with 14mm
 - b. Harrod Road - add 2 m shoulders on each side from SLK 6.1 to SLK 10.00 plus drainage and seal width to be widened from 6.5m to 7m with Jet-patcher (ready for reseal in 24/25)
- 2) Should the application to amend the Shire's 2023/24 Regional Road Group projects be successful, prepare an agenda item for the September 2023 Ordinary Meeting of Council to replace the Shire of Trayning's Five Year Regional Road Group Program and amend the 2023/24 Budget accordingly.
- 3) That the 2023/24 Budget be amended to transfer the budget for the Sherzinger Road project to the Kellerberrin-Yelbeni Road resheeting as follows:

| JOB | Description | Current Budget | Amended Budget |
|------------|---------------------------|-----------------------|-----------------------|
| RTR015 | Kellerberrin-Yelbeni Road | 244,376 | 517,846 |
| RTR017 | Sherzinger Road | 273,470 | 0 |
| | | 517,846 | 517,846 |

Resolution 08-2023.069

Carried by Absolute Majority 5/1

For Cr Brown, Cr Barnes, Cr McHugh, Cr Leslie, Cr Marchant

Against Cr Waters

10 NEW BUSINESS OF AN URGENT NATURE BY DECISION OF MEETING

Nil

11 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

12 CLOSURE

There being no further business, the Shire President thanked all Councillors and Staff for their attendance and declared the meeting closed at 3:09 pm.