



SHIRE OF  
**DOWERIN**  
TIN DOG TERRITORY

# MINUTES

## Ordinary Council Meeting

Held in Council Chambers  
13 Cottrell Street, Dowerin WA 6461  
Tuesday 16 April 2024  
Commencing 2:00pm

ABN: 35 939 977 194

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Shire of Dowerin  
Ordinary Council Meeting  
2.00pm Tuesday 16 April 2024



**1. Official Opening / Obituaries**

The President welcomes those in attendance and declares the Meeting open at 2.00pm.

**2. Record of Attendance / Apologies / Leave of Absence**

**Councillors:**

Cr RI Trepp	President
Cr NP McMorran	Deputy President
Cr WG Allsopp	
Cr DP Hudson	
Cr AJ Metcalf	
Cr JC Sewell	
Cr BA Ward	

**Staff:**

Mr A Wooldridge	Acting Chief Executive Officer
Ms K Rose	Executive Governance Coordinator

**Members of the Public:** Nil

**Apologies:**

Mr B Forbes	Asset & Works Coordinator
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**Approved Leave of Absence:** Nil

**3. Public Question Time**

Nil

**4. Disclosure of Interest**

Nil

## 5. Applications for Leave of Absence

- 5.1 Councillor AJ Metcalf
- May 2024 and June 2024

### Voting Requirements



Simple Majority



Absolute Majority

### Officer's Recommendation/ Resolution – 5.1

**Moved** Cr Hudson **Seconded:** Cr McMorran

**0928** That, by Simple Majority pursuant to Section 2.25(1) of the Local Government Act 1995, Councillor Metcalf be granted Leave of Absence for May and June 2024.

**CARRIED 7/0**

**For:** Cr Trepp, Cr McMorran, Cr Allsopp, Cr Hudson, Cr Metcalf, Cr Sewell, Cr Ward

## 6. Petitions and Presentations

Nil

**7. Confirmation of Minutes of the Previous Meeting(s)**

7.1 Ordinary Council Meeting held on 19 March 2024

**Attachment 7.1A**

**Voting Requirements**



Simple Majority



Absolute Majority

**Officer's Recommendation/ Resolution - 7**

**Moved** Cr Ward

**Seconded:** Cr Hudson

**0929** That, by Simple Majority pursuant to Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, the Minutes of the Ordinary Council Meeting held 19 March 2024, as presented in Attachment 7.1A, be confirmed as a true and correct record of proceedings

**CARRIED 7/0**

**For:** Cr Trepp, Cr McMorran, Cr Allsopp, Cr Hudson, Cr Metcalf, Cr Sewell, Cr Ward

**8. Minutes of Committee Meeting(s) to be Received**

Nil

**9. Recommendations from Committee Meetings for Council Consideration**

Nil

**10. Announcements by the President Without Discussion**

Rural Water Council - Cunderdin on Friday 5 April

**11. OFFICER'S REPORTS - CORPORATE AND COMMUNITY SERVICES**

**11.1 Financial Activity Statements**

**Corporate and Community Services**



<b>Date:</b>	10 April 2024
<b>Location:</b>	Not Applicable
<b>Responsible Officer:</b>	Aaron Wooldridge, Acting Chief Executive Officer
<b>Author:</b>	As above
<b>Legislation:</b>	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>
<b>SharePoint Reference:</b>	Organisation / Financial Management / Reporting / Financial Statements / 2023-2024 Monthly Financial Statements
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<b><a href="#">Attachment 11.1A - March MFR</a></b>

**Purpose of Report**

Executive Decision                       Legislative Requirement

**Summary**

This item presents the Statement of Financial Activity to Council for the period March 2024.

**Background**

Section 6.4 of the *Local Government Act 1995* requires a local government to prepare financial reports.

Regulations 34 and 35 of the *Local Government (Financial Management) Regulations 1996* set out the form and content of the financial reports which have been prepared and are presented to Council.

**Comment**

In order to fulfil statutory reporting requirements and provide Council with a synopsis of the Shire of Dowerin's overall financial performance on a year-to-date basis, the following financial information is included in the Attachment.

Statements of Financial Activity - Statutory Reports by Program and Nature or Type

The Statements of Financial Activity provide details of the Shire's operating revenues and expenditures on a year-to-date basis. The reports further include details of non-cash adjustments and capital revenues and expenditures, to identify the Shire's net current position.

Note 1 - Statement of Financial Activity

Notes supporting the Statement of Financial Activity by Program and by Nature and Type.

Note 2 - Cash and Financial Assets

This note provides Council with the details of the actual amounts in the Shire's bank accounts and/or investment accounts as at the reporting date.

#### Note 3 – Receivables

This note provides Council with both Rates Receivables and General Receivables outstanding as at the reporting date. This report has been expanded to further break down the detail of General Receivables.

#### Note 4 – Other Current Assets

This note provides details of other current assets that the Shire may hold.

#### Note 5 – Payables

This note provides details of Shire payables unpaid as at the reporting date. This Note is new to the financial statements.

#### Note 6- Rate Revenue

This note provides details of rates levied during the year.

#### Note 7 – Disposal of Assets

This note gives details of the capital asset disposals during the year.

#### Note 8- Capital Acquisitions

This note details the capital expenditure program for the year.

#### Note 9 -Borrowings

This note shows the Shire's current debt position and lists all borrowings.

#### Note 10 – Cash Backed Reserves

This note provides summary details of transfers to and from reserve funds, and associated interest earnings on reserve funds, on a year-to-date basis.

#### Note 11 – Other Current Liabilities

This note outlines any provisions the Shire has on hand relative to other current liabilities.

#### Note 12 – Operating Grants and Contributions Received

This note provides information on operating grants received.

#### Note 13 – Non-Operating Grants and Contributions Received

This note provides information on non-operating grants received.

#### Note 14 – Explanation of Material Variances

Council adopted (in conjunction with the Annual Budget) a material reporting variance threshold of 10% or \$10,000, whichever is the greater. This note explains the reasons for any material variances identified in the Statements of Financial Activity at the end of the reporting period.

### **Consultation**

Aaron Wooldridge, Acting Chief Executive Officer

Megan Shirt, Consultant

### **Policy Implications**

The Shire of Dowerin has a comprehensive suite of financial management policies. Finances have been managed in accordance with these policies.

## Strategic Implications

### Strategic Community Plan

Community Priority: Our Organisation

Objective: *We are recognised as a transparent, well governed, and effectively managed Local Government*

Outcome: 5.3

Reference: 5.3.2

### Asset Management Plan

Nil

### Long Term Financial Plan

Nil

## Statutory Implications

Council is required to adopt monthly statements of financial activity to comply with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*.

## Risk Implications

<b>Risk Profiling Theme</b>	Failure to fulfil statutory regulations or compliance requirements
<b>Risk Category</b>	Compliance
<b>Risk Description</b>	No noticeable regulatory or statutory impact
<b>Consequence Rating</b>	Insignificant (1)
<b>Likelihood Rating</b>	Rare (1)
<b>Risk Matrix Rating</b>	Low (1)
<b>Key Controls (in place)</b>	Governance Calendar, Financial Management Framework and Legislation
<b>Action (Treatment)</b>	Nil
<b>Risk Rating (after treatment)</b>	Adequate

Timely preparation of the monthly financial statements within statutory guidelines is vital to good financial management. Failure to submit compliant reports within statutory time limits will lead to non-compliance with the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*.



### Financial Implications

Nil

### Voting Requirements



Simple Majority



Absolute Majority

### Officer's Recommendation/Resolution - 11.1

**Moved:** Cr Ward

**Seconded:** Cr Allsopp


**0930** That Council, by Simple Majority pursuant to Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, receives the statutory Financial Activity Statement report for the period March 2024, as presented in Attachment 11.1A.

**CARRIED 7/0**

**For:** Cr Trepp, Cr McMorran, Cr Allsopp, Cr Hudson, Cr Metcalf, Cr Sewell, Cr Ward

UNCONFIRMED

**11.2 List of Accounts Paid**

<h1>Corporate &amp; Community Services</h1>		 SHIRE OF <b>DOWERIN</b> TIN DOG TERRITORY
<b>Date:</b>	10 April 2024	
<b>Location:</b>	Not Applicable	
<b>Responsible Officer:</b>	Aaron Wooldridge, Acting Chief Executive Officer	
<b>Author:</b>	As above	
<b>Legislation:</b>	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>	
<b>SharePoint Reference:</b>	Organisation/Financial Management/Reporting/Financial Statements and Credit Cards	
<b>Disclosure of Interest:</b>	Nil	
<b>Attachments:</b>	<a href="#"><b>Attachment 11.2A - March LOP</b></a>	

**Purpose of Report**

Executive Decision                       Legislative Requirement

**Summary**

This Item presents the List of Accounts Paid, paid under delegated authority, for March 2024.

**Background**

Nil

**Comment**

The List of Accounts Paid as presented have been reviewed by the Acting Chief Executive Officer.

**Consultation**

Aaron Wooldridge, Acting Chief Executive Officer  
 Rhonda Ratcliffe, Finance Officer  
 Susan Dew, Finance Officer

**Policy Implications**

The Shire of Dowerin has a comprehensive suite of financial management policies. Finances have been managed in accordance with these policies. Payments have been made under delegated authority.

## Strategic Implications

### Strategic Community Plan

Community Priority: Our Organisation

Objective: *We are recognised as a transparent, well governed, and effectively managed Local Government*

Outcome: 5.3

Reference: 5.3.2

### Asset Management Plan

Nil

### Long Term Financial Plan

Nil

## Statutory Implications

Regulation 12 and 13 of the *Local Government (Financial Management) Regulations 1996* requires that a separate list be prepared each month for adoption by Council showing creditors paid under delegated authority.

## Risk Implications

<b>Risk Profiling Theme</b>	Failure to fulfil statutory regulations or compliance requirements
<b>Risk Category</b>	Compliance
<b>Risk Description</b>	No noticeable regulatory or statutory impact
<b>Consequence Rating</b>	Insignificant (1)
<b>Likelihood Rating</b>	Rare (1)
<b>Risk Matrix Rating</b>	Low (1)
<b>Key Controls (in place)</b>	Governance Calendar
<b>Action (Treatment)</b>	Nil
<b>Risk Rating (after treatment)</b>	Adequate

## Financial Implications

Funds expended are in accordance with the Council's adopted 2023/2024 Budget.

**Voting Requirements**

Simple Majority  Absolute Majority

**Officer's Recommendation/Resolution - 11.2**

**Moved:** Cr Hudson **Seconded:** Cr Ward

**0931** That Council, by Simple Majority pursuant to Section 6.8(1)(a) of the *Local Government Act 1995* and Regulation 12 & 13 of the *Local Government (Financial Management) Regulations 1996*, receives the report from the Acting Chief Executive Officer on the exercise of delegated authority in relation to creditor payments from the Shire of Dowerin Municipal Fund, as presented in Attachment 11.2A, and as detailed below:

List of Accounts Paid - March 2024	
EFT 11967 to EFT 12069	\$379,875.36
Direct Debit: VISA	\$1,676.89
Direct Debit: Water Corporation	\$21,332.19
Direct Debit: Xenex Systems	\$460.02
Direct Debit: Exetel	\$560.00
Direct Debit: Telstra	\$2,337.84
Direct Debit: Resonline	\$242.00
Direct Debit: Synergy	\$4,831.27
Direct Debit: NAB	\$7.57
Superannuation PPE 12 March 2024	\$6,525.45
Superannuation PPE 26 March 2024	\$6,897.65
PPE 13 March 2024 - Wages	\$1,033.18
PPE 13 March 2024 - Wages	\$970.48
PPE 13 March 2024 - Wages	\$49,821.46
PPE 27 March 2024 - Wages	\$46,943.53
PPE 27 March 2024 - Wages	\$1,215.06
TOTAL	<b>\$524,729.95</b>

**CARRIED 7/0**

**For:** Cr Trepp, Cr McMorran, Cr Allsopp, Cr Hudson, Cr Metcalf, Cr Sewell, Cr Ward

**11.3 Emergency Unbudgeted Expenditure**

<h2>Corporate &amp; Community Services</h2>		 <b>SHIRE OF DOWERIN</b> TIN DOG TERRITORY
<b>Date:</b>	9 April 2024	
<b>Location:</b>	Dowerin Recreation Centre	
<b>Responsible Officer:</b>	Aaron Wooldridge, Acting Chief Executive Officer	
<b>Author:</b>	Aaron Wooldridge, Acting Chief Executive Officer	
<b>Legislation:</b>	<i>Local Government Act 1995</i>	
<b>SharePoint Reference:</b>	Technical/Asset Management/Service & Maintenance	
<b>Disclosure of Interest:</b>	Nil	
<b>Attachments:</b>	<b><u>Attachment 11.3A - Quotes for Replacement</u></b>	

**Purpose of Report**

- Executive Decision                       Legislative Requirement

**Summary**

This item presents a proposal to allocate unbudgeted expenditure to carry out emergency replacement of mats to the Dowerin Football Oval Cricket pitch and for Council to consider, and if acceptable, approval.

**Background**

The Dowerin Football Oval serves as a pivotal hub for community engagement and sporting activities within the township. One of its primary features is the cricket pitch, which hosts numerous matches and tournaments throughout the year. However, the condition of the cricket mats on the pitch has deteriorated significantly over time, raising concerns regarding player safety and the quality of the playing surface.

The current cricket mats have endured wear and tear beyond their expected lifespan, with visible signs of damage and irregularities that compromise the integrity of the pitch. These deficiencies pose potential risks to players, including slips, trips, and injuries during matches played on the oval. Moreover, the deteriorating condition of the mats detracts from the overall enjoyment and competitiveness of football games held at the oval.

In alignment with the Shire's commitment to providing safe and well-maintained recreational facilities, it has been deemed imperative to address the issue of the worn-out cricket mats promptly. As per the guidelines outlined in the Shire's Asset Management Plan and Policies, proactive measures must be taken to ensure that essential assets, such as sporting infrastructure, are adequately maintained and replaced when necessary to uphold safety standards and enhance user experience.

**Comment**

The replacement of the cricket mats at the Dowerin Football Oval is a crucial undertaking that underscores our commitment to prioritising the safety and satisfaction of community members who utilise our sporting facilities. The decision to address the worn-out mats is not only a matter of compliance with safety regulations but also a proactive measure aimed at maintaining the integrity and functionality of one of our town's vital recreational assets.

Over time, the wear and tear experienced by the existing cricket mats have become increasingly apparent, necessitating immediate action to mitigate safety risks and uphold playing standards. The presence of damaged and uneven surfaces not only jeopardises the well-being of players playing on the surface for other leisure activities but also diminishes the aesthetic of the cricket pitch. As stewards of public resources, it is incumbent upon us to ensure that our recreational facilities meet the highest standards of safety and functionality, fostering an environment where residents can participate in sports and leisure activities with confidence and enjoyment.

By adhering to the principles outlined in the Shire's Asset Management Policy, we demonstrate our commitment to responsible asset management and long-term planning. Investing in the replacement of the cricket mats at the Dowerin Football Oval not only safeguards the well-being of players but also preserves the value of our community's sporting infrastructure for years to come. Moreover, by proactively addressing maintenance needs and prioritising safety, we enhance the overall attractiveness of our town as a destination for sports enthusiasts and visitors alike.

The proposed replacement of the cricket mats is a prudent and necessary course of action that aligns with our commitment to providing safe and high-quality recreational facilities for the benefit of all residents. By prioritising safety concerns and adhering to established asset management protocols, we reaffirm our dedication to fostering a vibrant and inclusive community where sports and leisure activities can thrive.

### Consultation

Aaron Wooldridge, Acting Chief Executive Officer  
Ben Forbes, Asset & Works Coordinator  
Matthew Couper, President Dowerin Football Club

### Policy Implications

Asset Management Policy  
Asset Management Plan

### Statutory Implications

*Local Government Act 1995* Section 6.8

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure
  - (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
  - (b) is authorised in advance by resolution; or
  - (c) is authorised in advance by the mayor or president in an emergency.
- (2) Where expenditure has been incurred by a local government
  - (a) Pursuant to subsection (1)(a), it is to be included in the annual budget for than financial year; and
  - (b) Pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of council.

### Strategic Implications

#### Strategic Community Plan

Community Priority: Our Infrastructure  
Objective: We have functional assets and infrastructure that support the community  
Outcome: 3.2  
Reference: 3.2.1

#### Asset Management Plan

The Shire of Dowerin's Asset Management Plan does not include the cricket pitch mats.

### Long Term Financial Plan

The Shire of Dowerin's Long Term Financial Plan does not include the cricket pitch mats.

## Risk Implications

<b>Risk Profiling Theme</b>	Asset Management Practices
<b>Risk Category</b>	Property (Plant, Equipment, Buildings)
<b>Risk Description</b>	Substantiated, public embarrassment, widespread loss of community trust, high widespread multiple media profile, third party actions
<b>Consequence Rating</b>	Major (4)
<b>Likelihood Rating</b>	Almost Certain (5)
<b>Risk Matrix Rating</b>	Extreme (25)
<b>Key Controls (in place)</b>	Asset Management Plan
<b>Action (Treatment)</b>	Undertaken necessary emergency replacement of mats
<b>Risk Rating (after treatment)</b>	Effective

## Financial Implications

It is proposed to access the Recreation Reserve to fund the capital expense for emergency replacement.

Reserve	Adopted Budget	Budget Amendment
Opening Balance	\$229,175	\$229,175
Interest Transfer to	\$9,983	\$9,983
Transfer to	\$0	\$0
Transfer out	\$41,200	\$51,200
Closing Balance	\$197,958	\$187,958

### Voting Requirements

Simple Majority

Absolute Majority

### Officers Recommendation/Resolution - 11.3

**Moved:** Cr Allsopp

**Seconded:** Cr Ward

**0932** That, by Absolute Majority in accordance with Section 6.8 of the *Local Government Act 1995* Council;

1. Approves the unbudgeted expenditure of \$10,000 required to undertake emergency replacement of cricket pitch mats;
2. Authorise the Transfer of \$10,000 from the Recreation Reserve.

**CARRIED 7/0**

**For:** Cr Trepp, Cr McMorran, Cr Allsopp, Cr Hudson, Cr Metcalf, Cr Sewell, Cr Ward



**12. OFFICER'S REPORTS – GOVERNANCE AND COMPLIANCE**

**12.1 Policy Manual Review – Policy 7.9 Work, Health and Safety Policy**

<h2 style="color: #C00000;">Governance &amp; Compliance</h2>		 SHIRE OF <b>DOWERIN</b> TIN DOG TERRITORY
<b>Date:</b>	9 April 2024	
<b>Location:</b>	Not Applicable	
<b>Responsible Officer:</b>	Aaron Wooldridge, Acting Chief Executive Officer	
<b>Author:</b>	Kahli Rose, Executive & Governance Officer	
<b>Legislation:</b>	<i>Local Government Act 1995</i>	
<b>SharePoint Reference:</b>	Organisation/Governance/Council Policies	
<b>Disclosure of Interest:</b>	Nil	
<b>Attachments:</b>	<b><u>Attachment 12.1A – Reviewed Policy</u></b>	

**Purpose of Report**

Executive Decision
  Legislative Requirement

**Summary**

This Item presents Policy 7.9 Work, Health and Safety Policy to Council for consideration and, if satisfactory, adoption.

**Background**

The Work, Health and Safety Policy (WHS Policy) is a cornerstone of an effective Work, Health and Safety Management System and sets out the overall WHS objectives and principles that the Shire of Dowerin will observe in relation to the management of Work, Health and Safety.

The previous Work Health Safety Policy was adopted by Council in December 2022 (CMRef 0713). With the implementation of the new *Work Health Safety Act 2020* in March 2022 and the WHS Policy is required to be reviewed and endorsed on an annual basis and is now due for adoption.

**Comment**

This Policy was developed by LGIS to ensure Council’s compliance with the requirements of the *Work Health Safety Act and Regulations*. This policy provides Councillors, the CEO, staff, contractors and volunteers with clear direction and understanding of the Shire of Dowerin’s responsibilities in terms of implementing an effective Work, Health and Safety Management System.

Minor changes to the policy include the endorsement of this policy by the Chief Executive Officer, referencing the *Work Health Safety Act 2020 and Regulations* and the document control, and general punctuation amendments.

### Consultation

Aaron Wooldridge, Acting Chief Executive Officer  
Kahli Rose, Executive and Governance Officer

### Policy Implications

Should Council adopt the policy, it will be included in the Shire's Policy Manual.

### Statutory Implications

*Work Health Safety Act 2020*  
*Work Health Safety (General) Regulations 2022*  
Australian Standard AS 4801 – Occupational Health and Safety Management Systems

### Strategic Implications

#### Strategic Community Plan

Community Priority: Our Organisation

Objective: *We are recognised as a transparent, well governed, and effectively managed Local Government*

Outcome: 5.4

Reference: 5.4.2

#### Asset Management Plan

Nil

#### Long Term Financial Plan

Nil

### Risk Implications

<b>Risk Profiling Theme</b>	Failure to fulfil statutory regulations or compliance requirements
<b>Risk Category</b>	People
<b>Risk Description</b>	Non-compliance results in litigation, criminal charges or significant damages or penalties to Shire / Officers
<b>Consequence Rating</b>	Moderate (3)
<b>Likelihood Rating</b>	Unlikely (2)
<b>Risk Matrix Rating</b>	Moderate (6)
<b>Key Controls (in place)</b>	Governance Management Framework
<b>Action (Treatment)</b>	Documented review processes
<b>Risk Rating (after treatment)</b>	Adequate

**Financial Implications**

Nil

**Voting Requirements**



Simple Majority



Absolute Majority

**Officer's Recommendation/Resolution - 12.1**

**Moved:** Cr Trepp

**Seconded:** Cr McMorran

**0933** That Council, by Simple Majority pursuant to Sections 2.7(2)(b) and 5.41 of the *Local Government Act 1995*, resolves to adopt reviewed Policy 7.9 Work, Health and Safety Policy following the amendments as outlined, and presented in Attachment 12.1A.

**CARRIED 7/0**

**For:** Cr Trepp, Cr McMorran, Cr Allsopp, Cr Hudson, Cr Metcalf, Cr Sewell, Cr Ward

UNCONFIRMED

**13. OFFICER’S REPORTS – WORKS AND ASSETS**

**13.1 Restricted Access Vehicle Use – Various Roads**

## Works & Assets



<b>Date:</b>	9 April 2024
<b>Location:</b>	Various
<b>Responsible Officer:</b>	Ben Forbes, Asset and Works Coordinator
<b>Author:</b>	Kahli Rose, Executive and Governance Officer
<b>Legislation:</b>	<i>Road Traffic Act 1974; Road Traffic (Vehicle) Regulations 2014</i>
<b>SharePoint Reference:</b>	Technical / Roads
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<b><u><a href="#">Attachment 13.1 – RAV Network Upgrade Application</a></u></b>

**Purpose of Report**

- Executive Decision
  Legislative Requirement

**Summary**

This Item presents a proposal to Council to consider a request to amend the Restricted Access Vehicle (RAV) rating and Accredited Mass Management Scheme (AMMS) for Cunderdin-Minnivale Road, Lee Road, Williams Road, Pulford Road, and Watercarrin Bin Road.

**Background**

One application has been submitted to Main Roads Western Australia Heavy Vehicle Services (HVS) requesting a route determination RAV Network 7 and AMMS Level 3 on the following roads:

- Cunderdin-Minnivale Road,
- Lee Road,
- Williams Road,
- Pulford Road, and
- Watercarrin Bin Road.

Council’s Restricted Access Vehicle policy provides the CEO authorisation to allow HVS to inspect roads up to a RAV Network 4 without a formal council decision. RAV Network 5 and above requires a council decision.

Dimension Requirements					
Road No.	Road Name	From Location (SLK)	To Location (SLK)	Current Network	Requested Network
4070001	Cunderdin - Minnivale Rd	Williams Rd (23.01)	LGA Boundary Line (27.23)	Tandem Drive Network 4	Tandem Drive Network 7
4070122	Lee Rd	Cunderdin - Minnivale Rd (0.00)	Lee Rd - End Rd (1.53)	Nil	Tandem Drive Network 7
4070035	Williams Rd	Cunderdin - Minnivale Rd (0.00)	Pulford Rd (8.15)	Tandem Drive Network 4	Tandem Drive Network 7
4070034	Pulford Rd	Williams Rd (0.00)	Pulford Rd (0.50)	Nil	Tandem Drive Network 7
4070169	Watercarrin Bin Rd	Cunderdin - Wyalkatchem Rd (0.00)	Rabbit Proof Fence Nth Rd (5.95)	Tandem Drive Network 4	Tandem Drive Network 7
Mass Requirements					
Road No.	Road Name	From Location (SLK)	To Location (SLK)	Current Mass Level	Requested Mass Level
4070001	Cunderdin - Minnivale Rd	Williams Rd (23.01)	LGA Boundary Line (27.23)	AMMS Level 1	AMMS Level 3
4070122	Lee Rd	Cunderdin - Minnivale Rd (0.00)	Lee Rd - End Rd (1.53)	AMMS Level 1	AMMS Level 3
4070035	Williams Rd	Cunderdin - Minnivale Rd (0.00)	Pulford Rd (8.15)	AMMS Level 1	AMMS Level 3
4070034	Pulford Rd	Williams Rd (0.00)	Pulford Rd (0.50)	AMMS Level 1	AMMS Level 3
4070169	Watercarrin Bin Rd	Cunderdin - Wyalkatchem Rd (0.00)	Rabbit Proof Fence Nth Rd (5.95)	AMMS Level 1	AMMS Level 3

<b>Comment</b>
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While RAV Network access provides productivity benefits to the transport industry, there are also considerable benefits to road managers and the local community. These benefits are all based around reducing the number of heavy vehicle movements on the road and include reducing risk exposure (e.g. reducing potential for serious crashes), reducing carbon emissions, reducing heavy vehicle noise, and in some cases reducing congestion.

While it is acknowledged that AMMS mass limits cause additional road wear when compared to statutory mass limits, AMMS requires the transport operator to have strict loading controls in place, which are audited by HVS.

The proposed increase in RAV Network and AMMS on the shire roads is anticipated to result in additional road maintenance costs due to the existing pavement thicknesses and carriageway width.

Consequently, the shire roads will likely experience an increased need for maintenance and repair activities, leading to additional costs to ensure their safe and sustainable operation, particularly along designated school bus routes.



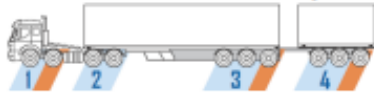
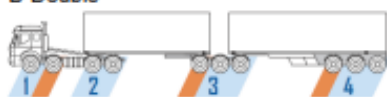
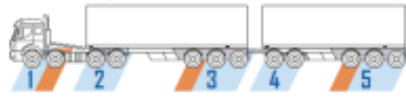

The whole of life estimates for these roads may be altered by a change in the RAV Network rating.

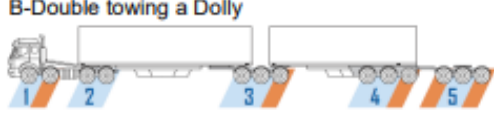
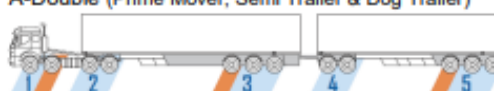




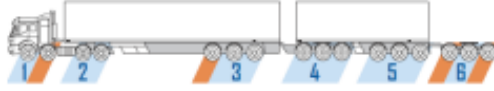

**Accredited Mass Management Scheme**

	SINGLE STEER AXLE	TANDEM GROUP	TRI AXLE GROUP
<b>STANDARD AXLE WEIGHT</b>	6.0t	16.5t	20.0t
<b>LEVEL 1 (A)</b>	6.0-7.0t	17.0t	21.5t
<b>LEVEL 2 (B)</b>	6.0-7.0t	17.0t	22.5t
<b>LEVEL 3 (C)</b>	6.0-7.0t	17.5t	23.5t

### 1.1 AMMS Approved Vehicles

An AMMS Prime Mover, Trailer Combinations Period Permit applies to a RAV in the following table with a Maximum Modified Mass equal to or less than the Maximum Modified Mass specified on the particular permit:

Category 1 RAVs						
Cat.	Vehicle Description	Length	AMMS Level	Max. Gross Mass	Max. Modified Mass	Approved Network
1A	Prime Mover & Semi Trailer 	≤19.0 m	Level 1	50 t	2 t	N1.1
			Level 2	Not Approved		
			Level 3	Not Approved		
Category 2 RAVs						
Cat.	Vehicle Description	Length	AMMS Level	Max. Gross Mass	Max. Modified Mass	Approved Network
2A	Prime Mover & Semi Trailer 	≤20 m	Level 1	50.5 t	2 t	N2.1
			Level 2	51.5 t	3 t	N2.2
			Level 3	53 t	5 t	N2.3
2B	Prime Mover, Semi Trailer & Pig Trailer or Dolly 	≤27.5 m	Level 1	68.5 t	2 t	N2.1
			Level 2	69.5 t	3 t	N2.2
			Level 3	71 t	5 t	N2.3
2C	B-Double 	≤27.5 m	Level 1	72 t	4 t	N2.1
			Level 2	74 t	6 t	N2.2
			Level 3	76.5 t	8 t	N2.3
Category 3 RAVs						
Cat.	Vehicle Description	Length	AMMS Level	Max. Gross Mass	Max. Modified Mass	Approved Network
3A	A-Double (Prime Mover, Semi Trailer & Dog Trailer) 	≤27.5 m	Level 1	89 t	4 t	N3.1
			Level 2	91 t	6 t	N3.2
			Level 3	94 t	9 t	N3.3
Category 4 RAVs						
Cat.	Vehicle Description	Length	AMMS Level	Max. Gross Mass	Max. Modified Mass	Approved Network
4A	A-Double (Prime Mover, Semi Trailer & Dog Trailer) 	≤27.5 m	Level 1	93.5 t	5 t	N4.1
			Level 2	96.5 t	8 t	N4.2
			Level 3	100 t	12 t	N4.3

Category 5 RAVs						
Cat.	Vehicle Description	Length	AMMS Level	Max. Gross Mass	Max. Modified Mass	Approved Network
5A	B-Double towing a Dolly 	27.5 m + dolly	Level 1	72 t + dolly	4 t	N5.1
			Level 2	74 t + dolly	6 t	N5.2
			Level 3	76.5 t + dolly	8 t	N5.3
5B	A-Double (Prime Mover, Semi Trailer & Dog Trailer) 	>27.5 m ≤36.5 m	Level 1	89 t	4 t	N5.1
			Level 2	91 t	6 t	N5.2
			Level 3	94 t	9 t	N5.3
5C	A-Double towing a Dolly 	27.5 m + dolly	Level 1	89 t + dolly	4 t	N5.1
			Level 2	91 t + dolly	6 t	N5.2
			Level 3	94 t + dolly	9 t	N5.3
5D	B-Triple 	>27.5 m ≤36.5 m	Level 1	89 t	4 t	N5.1
			Level 2	91 t	6 t	N5.2
			Level 3	94 t	9 t	N5.3
Category 6 RAVs						
Cat.	Vehicle Description	Length	AMMS Level	Max. Gross Mass	Max. Modified Mass	Approved Network
6A	A-Double (Prime Mover, Semi Trailer & Dog Trailer) 	>27.5 m ≤36.5 m	Level 1	93.5 t	5 t	N6.1
			Level 2	96.5 t	8 t	N6.2
			Level 3	100 t	12 t	N6.3
6B	B-Triple 	>27.5 m ≤36.5 m	Level 1	93.5 t	5 t	N6.1
			Level 2	96.5 t	8 t	N6.2
			Level 3	100 t	12 t	N6.3
6C	A-Double towing a Dolly 	27.5 m + dolly	Level 1	93.5 t + dolly	5 t	N6.1
			Level 2	96.5 t + dolly	8 t	N6.2
			Level 3	100 t + dolly	12 t	N6.3
Category 7 RAVs						
Cat.	Vehicle Description	Length	AMMS Level	Max. Gross Mass	Max. Modified Mass	Approved Network
7A	AB-Triple (Prime Mover, Semi Trailer & B-double) 	>27.5 m ≤36.5 m	Level 1	115 t	7 t	N7.1
			Level 2	119 t	11 t	N7.2
			Level 3	123.5 t	15 t	N7.3



## Statutory Implications

The Road Traffic Act 1974 and the Road Traffic (Vehicle) Regulations 2014 govern the use of heavy vehicles on roads within Western Australia and define items such as compliance notices, exemptions, permits and notices for heavy restricted access vehicles. These regulations also contain provisions for mass and loading, load restraints, vehicle modifications and vehicle maintenance.

The Land Administration Act 1997 Section 55 and Local Government Act 1995 Section 3.53(2) gives the Shire of Dowerin management responsibility for roads within its boundaries.

## Policy Implications

### Request to Access Roads

- a) RAV Network Classified Roads - If required, heavy vehicle transport operators may request use of a classified road on the RAV Network by applying to the Chief Executive Officer (CEO) for approval.
- b) Unclassified Roads - If the road is not classified on the RAV Network, then the applicant will first need to apply to MRWA (HVS). Upon receipt from MRWA (HVS), the Shire of Dowerin will assess the request in accordance with MRWA approved guidelines and if supported, a submission will be made to MRWA (HVS) for their consideration including any conditions that may apply to the use of the road.
- c) AMMS Network - Heavy Vehicle transport operators may apply for a road already classified on the RAV Network to be approved for an AMMS Network level by applying to MRWA (HVS). Upon receipt from MRWA (HVS) the Shire of Dowerin will assess the request in accordance with MRWA approved guidelines. If supported, a submission will be made to MRWA (HVS) for their consideration.
- d) Should the road access request be declined, the Shire of Dowerin will inform MRWA (HVS) who will advise the applicant.
- e) Depending on the need for access, a RAV Network access request may be supported if the applicant is willing to meet the costs associated for the shire to carry out any road upgrades or vegetation pruning necessary to qualify the road for the RAV Network level requested.

### RAV Road Reclassification

The Shire may withdraw support for an approved route at any time if:

- i. The route is deemed unsafe for RAV Network use;
- ii. The route is deemed unsuitable for RAV Network use; or
- iii. The heavy vehicle transport operator has breached approval conditions.

The CEO may grant agreement to Main Roads to inspect roads up to N4 to without referring the matter to Council providing the road/roads comply with the Main Roads Route Assessment Guidelines at standard VSR axle mass limits.

## Strategic Implications

### Strategic Community Plan

Community Priority:	Our Infrastructure
Objective:	<i>We have functional assets and infrastructure that supports the community.</i>
Outcome:	3.2
Reference:	3.2.1

### Asset Management Plan

The whole of life estimates for this road may be altered by a change in the RAV Network rating.

### Long Term Financial Plan

Nil

### Risk Implications

<b>Risk Profiling Theme</b>	Failure to fulfil statutory regulations or compliance requirements
<b>Risk Category</b>	Compliance
<b>Risk Description</b>	Significant damage requiring internal & external resources to rectify
<b>Consequence Rating</b>	Major (4)
<b>Likelihood Rating</b>	Likely (4)
<b>Risk Matrix Rating</b>	Moderate (6)
<b>Key Controls (in place)</b>	Regular inspections by staff to ensure minimal damage
<b>Action (Treatment)</b>	Possible reduction or removal of RAV Rating
<b>Risk Rating (after treatment)</b>	Effective

### Financial Implications

There are no immediate financial implications, however a change in RAV Network Rating for all or part of the road has the potential to reduce the life of the road and increase the maintenance requirements of the road.

The whole-of-life estimates for these roads may be altered by a change in the RAV Network rating.

### Voting Requirements



Simple Majority



Absolute Majority

### Officer's Recommendation/Resolution - 13.1

**Moved:** Cr Trepp

**Seconded:** Cr Hudson

That, in accordance with the *Road Traffic Act 1974* and *Road Traffic (Vehicle) Regulations 2014*, Council advises Main Roads Western Australia Heavy Vehicle Services that it **rejects** the increase from RAV 4 to RAV 7 on Cunderdin-Minnivale Road, Lee Road, Williams Road, Pulford Road, and Watercarrin Bin Road.

LOST 0/7

**Against:** Cr Trepp, Cr McMorran, Cr Allsopp, Cr Hudson, Cr Metcalf, Cr Sewell, Cr Ward

### AMENDED MOTION

**Moved:** Cr Metcalf

**Seconded:** Cr Hudson

**0934** That, in accordance with the *Road Traffic Act 1974* and *Road Traffic (Vehicle) Regulations 2014*, Council advises Main Roads Western Australia Heavy Vehicle Services that it **approves** the increase from RAV 4 to RAV 7 on Cunderdin-Minnivale Road, Lee Road, Williams Road, Pulford Road, and Watercarrin Bin Road.

With the following conditions:

- AMMS rating Level 1 not to be exceeded,
- All operators must carry written support from the road manager acknowledging the operator's use of the road.
- Headlights must be switched on at all times;
- No operation on unsealed road segments when visibly wet, without road owners approval;
- Maximum speed limit of 70kph on bitumen roads, and 60kph on unsealed;
- Operation is not permitted while the school bus is operating on the road. Operators must contact the relevant schools and obtain school bus timetables; or where direct contact can be made with the school bus driver, operation is permitted once the school bus driver confirms all school drop-offs/pick-ups have been completed on the road.

CARRIED 7/0

**For:** Cr Trepp, Cr McMorran, Cr Allsopp, Cr Hudson, Cr Metcalf, Cr Sewell, Cr Ward

**14. Urgent Business Approved by the Person Presiding or by Decision**

**14.1 LATE ITEM - Confirmation of Minutes of the Previous Meeting(s)**

14.1 Special Council Meeting held on 27 March 2024

[Attachment 14.1A](#)

14.2 Ordinary Council Meeting held on 2 April 2024

[Attachment 14.2A](#)

**Voting Requirements**



Simple Majority



Absolute Majority

**Officer's Recommendation/ Resolution - 14**

**Moved** Cr McMorran

**Seconded:** Cr Allsopp

**0935** That, by Simple Majority pursuant to Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, the Minutes of the Special Council Meeting held 27 March 2024, as presented in Attachment 14.1A, and the Minutes of the Special Council Meeting held on 2 April 2024, as presented in Attachment 14.2A, be confirmed as a true and correct record of proceedings

**CARRIED 7/0**

**For:** Cr Trepp, Cr McMorran, Cr Allsopp, Cr Hudson, Cr Metcalf, Cr Sewell, Cr Ward

**15. Elected Members' Motions**

Nil

**16. Matters Behind Closed Doors**

Nil

**17. Closure**

The President thanked those in attendance and declared the meeting closed at 2.57pm.