Wheatbelt South Regional Road Group

Reference information for Elected Members on a Regional Road Group

WALGA

Influence. Support. Expertise.

This reference information aims to inform Elected Members of a Regional Road Group of matters pertinent to the business of that Group.

Specifically, the contents will inform Elected Members of:

- State Road Funds to Local Government Agreement
- Role of the State Road Funds to Local Government Advisory Committee
- Terms of Reference for a Regional Road Group
- Regional Strategies for Significant Local Government roads
- Restricted Access Vehicle (RAV) network
- Accredited Mass Management Scheme (AMMS)
- Funding sources for road projects
- Key Performance Indicators for a Regional Road Group
- WALGA RoadWise

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1.0   Governing Documentation

The various documents that govern the existence and processes of Regional Road Groups are listed below for easy reference.

- **State Road Funds to Local Government Agreement** - [state-road-funds-to-local-government-agreement-2023-24-to-2027-28.pdf (mainroads.wa.gov.au)](state-road-funds-to-local-government-agreement-2023-24-to-2027-28.pdf)
- **State Road Funds to Local Government Agreement Procedures** - [Microsoft Word - SRFLGA Procedures - State Road Funds to Local Government Agreement (D23#763850) (mainroads.wa.gov.au)](Microsoft-Word-SRFLGA-Procedures)
- **Regional Road Group Procedures and Practices** – available on request from the Main Roads secretariat (contact details under 14.0)
- **Roads 2040** - https://walga.asn.au/policy-and-advocacy/our-policy-areas/infrastructure/resources/roads-2040-regional-development-strategies

2.0 Regional Road Groups

The State Road Funds to Local Government Agreement mandates the existence and operation of Regional Road Groups, which the State Road Funds to Local Government Advisory Committee oversees.

The State Roads to Local Government management structure identified the following Regional Road Groups:

- Gascoyne
- Goldfields-Esperance
- Great Southern
- Kimberley
- Metropolitan
- Mid-West
- Pilbara
- South West
- Wheatbelt North
- Wheatbelt South

The Chairperson of a Regional Road Group shall be an Elected Member. Each Local Government shall be represented on the RRG by an Elected Member.

A Regional Road Group is responsible for

- Convening at least two meetings per year.
- Developing and recommending to SAC, an annual Local Government roads program for their region.
- Monitoring the implementation of the program in their region.
- Developing and recommending to SAC, Strategies for Significant Local Government Roads.
- Developing and recommending to SAC, three year works projections.
- Establish and maintain project prioritisation methodologies for annual distribution of road funds to Local Government roads within the region.
- Developing regional specific policies and procedures to suit local circumstances.
- Providing updates of regional specific procedures to SAC for approval prior to formal introduction.
- Providing funding information to Local Governments to facilitate grant acquittal in accordance with the annual budget.
- Assisting SAC with Local Government priorities at the regional level.
- Advising SAC of any likely under or over expenditure with an explanation as to the cause and proposed solutions.
- Monitoring and responding to the safety performance of the Local Government road network in the region.
- Dealing with any other business relevant to the transport needs of the region.

- Monitoring and responding to the delivery of the Agreement commitments.

Main Roads Western Australia provides technical and administrative support to Regional Road Groups.

See Annexure 1 for the Terms of Reference for a Regional Road Group and Annexure 5 for the profile of the Wheatbelt South Regional Road Group. The Main Roads secretariat maintains the Regional Road Group procedures and practices document, which outlines the terms of reference, operation of the group, and details of the Multi-Criteria Assessment model used to prioritise Road Project Grant funding submissions. This document is available from the secretariat upon request.

3.0 Regional Road Sub-Groups or Technical Groups

Regional Road Sub Group

A Regional Road Group may establish a Regional Road Sub Group(s) to:

- Assist to identify road-funding priorities.
- Consider local road issues to inform decision making by the Regional Road Group.
- Provide advice to the Regional Road Group.

A Regional Road Group will determine and approve the Terms of Reference for a Regional Road Sub Group(s). The Terms of Reference will include:

- Roles and responsibilities of the Sub Group(s).
- Process to elect the Chairperson.
- Membership of the Sub Group(s).
- Voting rights within the Sub Group(s).
- Voting rights of the Sub Group(s) at the Regional Road Group.

A Local Government may apply to the Regional Road Group to transfer from one Sub Group to another.

Regional Road Technical Group

A Regional Road Group may establish a Regional Road Technical Group to assist with management and consideration of local road issues; and provide technical advice as requested.

- Assist to identify road-funding priorities.
- Consider local road issues to inform decision making by the Regional Road Group.
- Provide technical advice to the Regional Road Group.

A RRG will determine and approve the Terms of Reference for a Regional Road Technical Group(s). The Terms of Reference will include:

- Roles and responsibilities of the Technical Group(s).
- Process to elect the Chairperson.
- Membership of the Technical Group(s).

The Technical Group(s) is an advisory group with no voting rights at the Regional Road Group.

Elected Members can be members of a Technical Group(s); however, ordinarily, Local Government technical staff comprise a Regional Road Technical Group.

A Local Government may apply to the Regional Road Group to transfer from one Technical Group to another.

4.0 State Road Funds to Local Government Agreement

The State Road Funds to Local Government Agreement (the Agreement) is a formal agreement between State and Local Government in Western Australia.

The Agreement seeks to ensure that funds *are allocated across Western Australia, focusing on areas of strategic importance and areas that will provide maximum benefit to communities. The needs of all road users and the Western Australian community will be considered during the allocation process.* (State Road Funds to Local Government Agreement, Guiding Principles, page 5)

The current Agreement expires in 2027/2028 and states, "On an annual basis, the share of State road funds to be allocated on Local Government roads will be equivalent to 20% of the State Budget estimated motor vehicle licence fees for that year." (State Road Funds to Local Government Agreement, Funding sources, page 8)

The Agreement recognises and determines the membership of:

- State Road Funds to Local Government Advisory Committee
- Regional Road Groups
- Regional Road Sub Groups (if considered necessary)
- Regional Road Technical Advisory Groups (if considered necessary)

Under the Agreement the available funding is split into two categories:

1. Local Government Managed Programs (Category 1)
2. Main Roads Western Australia Managed Programs (Category 2)

The Agreement (page 3) is projected to produce annual allocations from State road funds to Local Government roads for the years 2023/24 to 2027/28 as per the following schedule:

2023/24	2024/25	2025/26	2026/27	2027/28
$253 million	$264 million	$275 million	$288 million	$300 million

The revenue is to be distributed to Local Government roads on the basis of[1]:

Local Government Managed Programs

(Category 1): 67%

> Strategic and Technical Support
> Direct Grants
> Road Project Grants
> State Black Spot
> Remote Aboriginal Access Roads

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[1] See Annexure 2: Road Funding Sources, and Annexure 3: Indicative timetable for Funding Submissions.

Main Roads Western Australian Managed Programs

(Category 2): 33%

> Traffic Management, Signs and Pavement Markings
> Bridgeworks and Inspections
> State Initiatives on Local Roads
> Regional Road Group Support

The allocation to the categories and sub categories will move in line with the total Agreement pool or as otherwise approved by the State Road Funds to Local Government Advisory Committee. (State Road Funds to Local Government Agreement, page 9)

5.0 State Road Funds to Local Government Advisory Committee

The Agreement stipulates the State Road Funds to Local Government Advisory Committee (SAC) will oversee, monitor and endorse to the Honourable Minister for Transport, via the Managing Director Main Roads, the allocation of State funds under this Agreement.

The SAC will set in place and be responsible for the overarching policy and procedures covering the administration and functioning of the Agreement.

Membership

The SAC consists of:

- Managing Director of Main Roads Western Australia as Chairperson.
- Chief Executive Officer of the Western Australian Local Government Association (or their nominee).
- Four representatives as nominated by the Western Australian Local Government Association.
- Four Main Roads Western Australia officers as nominated by Main Roads.

Responsibilities

The responsibilities of SAC include:

- Endorsing the Annual Local Roads Program to the Managing Director, Main Roads WA.
- Monitoring the delivery and acquittal of funded programs/projects.
- Redistributing funds between projects, programs and Regional Road Groups if required to suit delivery progress/schedules.
- Reviewing individual Regional Road Group procedures.
- Set and be responsible for these procedures covering the administration and functioning of the Agreement.
- Responding with appropriate strategies when funding changes are made under the Agreement.
- Deciding and approving changes to relevant policies and processes affecting the Agreement.
- Responding to transport issues received from Regional Road Groups, Local Government and MRWA.

The SAC will meet a minimum of three times each year. Meeting agendas/minutes will be available on the WALGA website at: http://walga.asn.au/Policy-Advice-and-Advocacy/Infrastructure/Funding.aspx

6.0 Wheatbelt South Regional Road Group Police and Procedure Manual

The Wheatbelt South Regional Road Group has a document titled "Wheatbelt South Regional Road Group Policy and Procedure Manual". The manual provides information on:

- Purpose of the Regional Road Group
- Composition of the Wheatbelt South Regional Road Group
- Administrative Support
- Meetings
- Direct Grants
- Road Project Grants
- BlackSpot Funding
- Regional Run Off Crashes Program
- Commodity Route Supplementary Funding
- Payments Road Project, Commodity Route, State BlackSpot and Regional Run Off Crashes Programs
- Local Roads of Regional Significance

The Main Roads WA Wheatbelt Regional Office can provide a copy of the manual.

7.0 Regional Strategies for Significant Local Government Roads

Each Regional Road Group has a document known as *Regional Strategies for Significant Local Government Roads*. The document provides a strategic view of regionally significant Local Government roads and the development strategies for those roads. The current version of the document is *Roads 2040*.

A Memorandum of Understanding between the State Government and WALGA requires that Regional Road Groups review their road development strategies at five yearly intervals to assess the effects of changing circumstances and demand on the local road network.

Local Governments (via Regional Road Groups) work collaboratively to review their local road network to produce an agreed strategic approach to allocate limited funding across the extensive local road network in WA.

It is important to note that only projects on local roads included in the current version of *Regional Strategies for Significant Local Government Roads* are eligible for Road Project Grant funding under the current State Roads Funds to Local Government Agreement.

See Annexure 2 for a breakdown of State Government and Federal Government funding sources for Local Government roads.

The SAC must endorse any amendment to a Regional Road Group's *Regional Strategies for Significant Local Government Roads* document. If a Regional Road Group seeks an amendment for a road crossing into an adjoining region, SAC requires evidence of agreement with the adjoining Regional Road Group.

Access the current version of *Regional Strategies for Significant Local Government Roads* for each Regional Road Group: https://walga.asn.au/policy-advocacy/our-policy-areas/infrastructure/roads/roads-2040-regional-road-development-strategies.

8.0 Level One Bridge Inspections

Local Governments are responsible for bridges on local roads and must perform annual level-one inspections of bridges under their responsibility. Local Governments submit inspection reports to Main Roads WA. Demonstration of such inspections is critical for a Local Government to be eligible for funding from the Agreement to maintain or replace a bridge.

Main Roads WA performs other detailed technical inspections of bridges, known as level-two and level-three inspections, on behalf of and/or in consultation with Local Governments.

Main Roads WA will provide a list each year to every Regional Road Group to monitor annual level-one bridge inspections by member Local Governments. A Regional Road Group may discuss outstanding inspections and, if necessary, consult with Main Roads WA or WALGA to provide support.

To guide Local Governments in their responsibilities, a *Level 1 Bridge Inspection Framework* is available on the WALGA website: https://walga.asn.au/awcontent/Web/Documents/Infrastructure/20220803_Level_1_Bridge_Inspection_Framework-(ID-694010).pdf

9.0 Key Performance Indicators for Regional Road Groups

Part 7 of the Agreement relates to Key Performance Indicators (KPIs) for Regional Road Groups. Part 7 states, *Key Performance Indicators will focus on Expenditure Performance, asset management and road safety. KPIs have been established for monitoring purposes and no financial incentives or penalties will apply on the basis of performance against KPIs. Main Roads Western Australia and WALGA will prepare an annual KPI report for SAC. The report will be provided to the Regional Road Groups.*

Expenditure performance

1.1   Percentage of Black Spot Programs funding expended. (Includes State Government and Australian Government Black Spot Programs). Target 100%.

1.2   Percentage of road project grants expended (includes commodity route supplementary funds projects). Target 100%.

Asset management

2.1   Percentage of sealed road length subject to a documented visual condition survey within the region in the previous 5 years. Target 75%.

Local road inventory data

3.1   Number of Local Governments by RRG that provide a road inventory data update to Main Roads WA for uploading into the IRIS database in the last three financial years. Target 100%.

3.2   Percentage of Local Government bridges by RRG subject to an annual level one (visual) inspection submitted to MRWA in the previous reporting cycle as per the WALGA/MRWA framework. Target 100%.

Reporting on the KPIs commenced in 2012-2013. Annexure 4 is the KPI report for 2022/2023. The KPIs listed above reflect the KPIs in the 2023/2024 – 2027/2028

Agreement, while Annexure 4 retains KPIs pertinent to the 2018/2019 – 2022/2023 Agreement.

10.0 Restricted Access Vehicle (RAV) Network

A Restricted Access Vehicle (RAV) is a vehicle that exceeds a statutory mass or dimension limit as prescribed in the Road Traffic (Vehicles) Regulations 2014. RAVs can only operate on roads approved by Main Roads, under either an Order (Notice) or a permit. A Notice is an instrument of approval that is published in the Government Gazette and grants access for certain types of RAVs on defined networks of roads. All RAVs require a permit unless they are authorised under a Notice.

There are three types of restricted networks; the Standard RAV Network, Concessional Loading RAV Network and the Tri – drive Restricted Access Vehicle Network.

Operators may apply to add or amend a RAV route. It is Main Roads WA policy to consult with Local Governments before adding or amending a RAV route. Local Governments may request that Main Roads WA consider certain conditions for the RAV route. Once a Local Government has provided their conditional approval for a RAV route, Main Roads WA conducts a route assessment and prepares a summary report. The Main Roads Heavy Vehicle Services (HVS) considers the application before the RAV Network is updated.

The Restricted Access Vehicle (RAV) Network consists of ten levels of road network (i.e. RAV Network 1 to RAV Network 10) on which an approved category of restricted access (heavy) vehicle can be driven (i.e. category 1 restricted access vehicle to category 10 restricted access vehicle). Main Roads WA maintains an electronic list of all roads in the RAV Network.

A restricted access vehicle cannot travel on any road not listed in the RAV network - to do so is contrary to the law.

A higher category restricted access vehicle (e.g. a RAV 10) cannot be driven on a lower RAV rated road (e.g. a RAV 5 road); however, a lower category restricted access vehicle (e.g. a RAV 4) can be driven on a higher RAV rated road (e.g. a RAV 7 road).

Restricted Access Vehicles can only operate on a road (RAV route) approved by Main Roads WA. Vehicle operators may apply to Main Roads WA to add or amend a RAV route and it is the policy of Main Roads WA to refer applications to Local Governments for preliminary assessment.

To provide guidance to a Local Government when assessing an application to add or amend a road on the RAV network, WALGA developed a model policy known as "Policy for Assessing Applications to Operate Restricted Access Vehicles on Local Government Roads". Download the model policy from the WALGA website (here).

Main Roads WA maintains the following guidance documents for the RAV network:

1. Guidelines for Approving RAV Access

    https://www.mainroads.wa.gov.au/globalassets/heavy-vehicles/rav-access/access-guideline-approving-rav-access.pdf

2. Standard Restricted Access Vehicle (RAV) Route Assessment Guidelines

    https://www.mainroads.wa.gov.au/globalassets/heavy-vehicles/rav-access/access-guide-standard-restricted-access-vehicle-rav-route-assessment-guidelines

As of right vehicles

An *as of right vehicle* is any vehicle not a restricted access vehicle, for example, rigid trucks and semi-trailers. These vehicles may operate state-wide provided they are:

- Not a road train or b-double;
- Within regulation axle mass limits;
- Less that nineteen (19) metres in combination length or less than 12.5 metres in length for rigid vehicles;
- Less than 42.5 tonnes in total combination mass;
- Less than 2.5 metres wide (excluding mirrors and lights); and
- Less than 4.3 metres high.

11.0 Accredited Mass Management Scheme (AMMS)

The Accredited Mass Management Scheme (AMMS) is a scheme allowing heavy vehicles to carry additional payload on an identified and limited part of the road network assessed as suitable by Main Roads WA.

AMMS allows for three concessional mass levels and allows for any product and use of any proven loading control method. Only vehicles accredited under the AMMS can carry additional mass.

A transport operator applies to have local roads assessed for inclusion in the AMMS network. Main Roads WA seek the support of Local Government before assessing the suitability of a local road for inclusion in the AMMS network. At that time, Local Governments can seek to have relevant conditions applied to the use of a particular local road.

Once a road is approved for access, it is included on the AMMS network list of roads published on the AMMS page of the Main Roads WA website.

Similar to the RAV network, transport operators must comply with the particular conditions of the AMMS network on which they are operating.

Information about the AMMS is available on the Main Roads WA website: https://www.mainroads.wa.gov.au/heavy-vehicles/permit-order-scheme/accredited-mass-management-scheme-amms/.

12.0 Informing Own Councils

Each Regional Road Group approves and recommends to the SAC a substantial amount of road funding on behalf of member Local Governments. It is useful that delegates to each Regional Road Group keep their own Councils informed of the business and decisions made by the Regional Road Group of which they are a member.

The Procedures state that the "Local Governments RRG representative ensure that the RRG minutes are communicated to each of the LGs other Elected Members."

13.0 WALGA RoadWise

WALGA's RoadWise, through the RoadWise Councils initiative, aims to proactively engage, motivate and support Local Governments in adopting and applying policies and practices that make an effective and sustainable contribution to the achievement of the objectives and targets of the WA road safety strategy.

Local Governments as road managers, planning authorities, community leaders, fleet managers and employers will be supported by WALGA's road safety staff to embed the systems thinking to road safety action.

A team of regional and metropolitan based Road Safety Advisors support RoadWise Councils to achieve this by:

- providing direct assistance and support (services and products),
- applying the safe systems approach within the Local Government context,
- building capacity and capability,
- recognising and showcasing road safety achievements, and
- facilitating opportunities for leadership in local road safety.

Local Governments that are not currently registered as a RoadWise Council will have access to WALGA's road safety information and resources through the RoadWise website and general WALGA communications. WALGA will also provide road safety representation, policy and advocacy on behalf of the Local Government sector.

Visit the RoadWise website; www.roadwise.asn.au or email roadwise@walga.asn.au for further information.

The contact details for the WALGA RoadWise Road Safety Advisor for the Wheatbelt North Region are:

Rodney Thornton
Telephone: 0409 689 313
Email: rthornton@walga.asn.au

14.0 Main Roads WA Contact

Contact details for Main Roads WA Wheatbelt Region are:

Narrogin office:	Northam office:
Mokine Road, Narrogin WA 6312	Peel Terrace, Northam WA 6401
PO Box 194, Narrogin WA 6312	PO Box 333, Northam WA 6401
Telephone 9881 0566	Telephone 9622 4777

15.0 WALGA Contacts

For further information, please contact the people listed below.

Ian Duncan, Executive Manager, Infrastructure
Telephone: 9213 2031
Email: iduncan@walga.asn.au

Mark Bondietti, Manager, Transport and Roads
Telephone: 9213 2040
Email: mbondietti@walga.asn.au

Max Bushell, Senior Policy Advisor, Road Safety and Infrastructure
Telephone: 9213 2086
Email: mbushell@walga.asn.au

ANNEXURE 1 - Terms of Reference for Regional Road Groups

Excerpt from *State Road Funds to Local Government Procedures*
(Part 8 – September 2023 – document number D23#763850, Main Roads WA)

Terms of Reference for Regional Road Groups

Each Local Government shall be a member of a RRG. RRGs operate under the delegated authority of SAC.

These Terms of Reference shall apply to the role and responsibilities of the RRG.

Management and Administration

Region

Each Local Government in Western Australia shall be included in an appropriate RRG as defined by SAC. As a principle, the regional boundaries be as similar as possible to those used by MRWA.

Where there are exceptional circumstances, a Local Government may apply to SAC to transfer from one RRG to another. Supporting documentation shall accompany an application to justify the reasons for a change.

Where SAC approves a Local Government to transfer to another RRG, it will amend funding allocations to reflect the change.

Chairperson

An Elected Member shall be the Chairperson of each RRG. A RRG shall elect a Chairperson at least every second year at its first meeting following Local Government elections.

Membership

Each Local Government shall be represented on the RRG by an Elected Member.

Voting and Decision Making

As far as practicable, decisions should be by consensus. Where voting is necessary, only Local Government Elected Members will be voting representatives on the following basis:

- One vote for each Local Government represented at RRG meetings where no Sub-Group(s) exist; or
- One vote for each Sub-Group represented at RRG meeting where Sub-Group(s) exist.

Unresolved issues shall be brought to the attention of SAC by the RRG Chair.

Meetings

The Chairperson of a RRG, assisted by the Secretariat, will develop an annual meeting timetable relating to the timetable of SAC.

The schedule of RRG meetings can be found on the WALGA website.

Delegated Representatives

A member of a RRG may delegate authority, including voting rights, to another Elected Member from the same Local Government to attend and represent them at a meeting.

Quorum

Whilst it is expected that each member will either attend each meeting or arrange for a delegated representative, a quorum of 50% plus one is required to conduct a meeting.

Reporting Structure

The Local Government's RRG representative (being an Elected Member under 8.1.3) ensure that the RRG minutes are communicated to each of that LG's other Elected Members.

RRGs will make recommendations to SAC in relation to the annual Local Roads Program and other issues as they pertain to the Local Road Network.

Observers

A RRG Chair and/ or Secretariat may invite to a meeting any person with appropriate experience or expertise to assist in any matter.

Secretariat

MRWA shall provide technical and administrative support to the RRG. Regional Directors will provide the secretariat contact for each RRG (refer to attachment 5 for a Guide).

Regional Road Sub-Group

A RRG may establish a Regional Road Sub-Group(s) to:

- Assist to identify road-funding priorities.
- Consider local road issues to inform decision making by the RRG.
- Provide advice to the RRG.

A RRG will determine and approve the Terms of Reference for a Regional Road Sub-Group(s). The Terms of Reference will include:

- Roles and responsibilities of the Sub-Group(s).
- Process to elect the Chairperson.
- Membership of the Sub-Group(s)
- Voting rights within the Sub-Group(s)
- Voting rights of the Sub-Group(s) at the RRG.

A Local Government may apply to the RRG to transfer from one Sub-Group to another.

Regional Road Technical Group

A RRG may establish a Regional Road Technical Group to assist with management and consideration of local road issues; and provide technical advice as requested.

A RRG will determine and approve the Terms of Reference for a Regional Road Technical Group(s). The Terms of Reference will include:

- Roles and responsibilities of the Technical Group(s).
- Process to elect the Chairperson.
- Membership of the Technical Group(s).

Note: the Technical Group(s) is an advisory group with no voting rights at the RRG.

Correspondence

Address all correspondence:

Chairperson
RRG
C/- Regional Director
Main Roads WA (See Attachment 2 for Regional addresses)

Regional Road Group Responsibilities

Within policies and guidelines established by SAC, the RRG shall be responsible for assessing road funding submissions from its members, the annual distribution of funds to Local Government roads, monitoring and reporting on the financial/delivery outcomes of the application of the funds to Local Government roads in its region.

A RRG shall ensure that funds made available by the State are applied to the Local Government road network to:

- Deliver benefits to the community.
- Preserve, improve, and extend the road system; and
- Comply with the obligations of the Managing Director of MRWA under legislation.

A RRG is responsible for:

- Convening at least two meetings per year.
- Developing and recommending to SAC, an annual Local Government roads program for their region.
- Monitoring the implementation of the program in their region.
- Developing and recommending to SAC, Strategies for Significant Local Government Roads.
- Developing and recommending to SAC, three year works projections.
- Establish and maintain project prioritisation methodologies for annual distribution of road funds to Local Government roads within the region.
- Developing regional specific policies and procedures to suit local circumstances.
- Providing updates of regional specific procedures to SAC for approval prior to formal introduction.
- Providing funding information to Local Governments to facilitate grant acquittal in accordance with the annual budget.
- Assisting SAC with Local Government priorities at the regional level.
- Advising SAC of any likely under or over expenditure with an explanation as to the cause and proposed solutions.
- Monitoring and responding to the safety performance of the Local Government road network in the region.
- Dealing with any other business relevant to the transport needs of the region.
- Monitoring and responding to the delivery of the Agreement commitments.

Key Performance Indicators

- Percentage of Blackspot Programs funding expended. (Target 100%)
- Percentage of Road Project Grants expended. (Target 100%)
- Percentage of sealed road length within the region subject to documented visual condition survey in the previous five years. (Target 75%)

- Number of Local Governments by RRG that provided a road inventory data update to MRWA for uploading into the IRIS database in the last three financial years. (Target 100%)
- Percentage of Local Government bridges by RRG subject to an annual level one (visual) inspection submitted to MRWA in the previous reporting cycle as per the WALGA/MRWA framework. (Target 100%)

State Road Funds to Local Government Administrative Procedures

(To be used as a guide)

Executive Support

MRWA's Regional Office will provide the executive support and all other administrative, technical support to the RRG. (Where there are Sub Groups or Technical Groups to the RRG, support is to be provided by Local Government.) The following is an outline of the support to be provided:

- Provide information to Regional Road Groups and Local Governments on annual and programs of works, indicative funding and other financial matters.
- Provide the necessary support to assist Local Governments in programming and prioritising projects.
- Provide minute takers for meetings, distribute the minutes to the Regional Road Group members and State Funds to Local Government Advisory Committee.
- Provide the necessary administrative duties involved in the follow up of meeting action.

Records

The following will be maintained by MRWA to support RRG:

- Correspondence File (which provides background information required to support action of the Regional Road Group).
- Meeting and Agenda files (to ensure that ready access is available and records of Minutes maintained).
- Annual and Three-Year Program of Works including amendments.
- Summary of Payments of Local Road Funds to Local Governments.
- Certificates of Completion for Local Roads Projects and Direct Grants.
- An up-to-date Procedures and Road Projects Evaluation Guidelines Manual.
- An up-to-date list of RRG and Sub Group or Technical Group membership.

Meetings

Timing and Venue

An annual timetable will be established and meetings should be conducted on a regular basis. The date and venue of meetings to be determined by the RRG. Consider holding meetings at locations equitable for all participants.

Meeting Agenda

MRWA staff to prepare the Agenda in consultation with Chairperson of the RRG.

Meeting Format

- Chairperson to open meeting, welcome members and observers and call for apologies.
- Confirmation of Minutes of previous meeting.

- Business arising from previous minutes.
- Presentation of Advisory Committee Minutes since last RRG meeting.
- Inwards and Outwards Correspondence
- Reports:
  - ➢ Chairperson
  - ➢ WALGA Representative Submissions from Local Governments
  - ➢ Recommendations to State Road Funds to Local Government Advisory Committee
  - ➢ Summary of payments made to Local Governments (recoups, audit forms).
  - ➢ Amendments to Program of Works.
  - ➢ Black Spot and Road Safety Progress Report
- General Business.
- Future meeting dates.
- Meeting close.

The Agenda provided to each RRG member is to include the following:

- ➢ Minutes of the previous meeting.
- ➢ Summary of financial status and completion of projects.
- ➢ Copies of inward and outward correspondence.
- ➢ Any other relevant papers, maps etc. to assist the Group.

Correspondence

In general, correspondence is to be dealt with in the following manner:

- RRG correspondence is addressed to the Chairperson or the Regional Manager.
- All correspondence dealing with Local Roads Funding and RRG involvement is treated as inwards correspondence at the RRG meetings.
- Urgent matters are referred by email/facsimile direct to the Chairperson, or otherwise presented at the RRG meeting.

ANNEXURE 2 - Road Funding Sources

The following funding sources are available to Local Governments for roads.

Direct Grants (State Road Funds to Local Government Agreement)

Provided annually for routine maintenance of Local Government roads. The grants are allocated directly to a Local Government using the Asset Preservation Model formula provided by the Western Australia Local Government Grants Commission.

Road Project Grants (State Road Funds to Local Government Agreement)

Provided annually and used for specific projects assessed and prioritised by a Regional Road Group. Funding may only be used on roads of regional significance for specific road improvements and major preservation works such as resealing to maintain the road asset.

Commodity Routes (State Road Funds to Local Government Agreement)

Provided annually (from the Road Project Grant allocation) for routes where there is a significant high priority transport task associated with the transport of a commodity such as grain, timber, agricultural lime, iron ore, etc. The funding is intended for roads requiring upgrade or maintenance to accommodate the commodity transport function.

Road and Bridge Condition Data Collection Fund (State Road Funds to Local Government Agreement)

Provided annually (from the Road Project Grant allocation) for assessing the condition of regionally significant Local Government bituminous sealed roads, as defined in each Regional Road Group's *Regional Strategies for Significant Local Government Roads*, and to assist Local Governments to perform Level 1 bridge inspections on local roads.

State Black Spot Program (State Government)

The Program targets improving the safety of roads with a proven crash history or high-risk location with the likelihood of crashes occurring identified by a road safety audit/inspection. Projects on local roads are funded by a joint contribution of two dollars from the State Government and a one-dollar contribution from the Local Government where the project is located.

State Initiatives on Local Roads (State Road Funds to Local Government Agreement)

Provided annually for works that are generally larger in nature and fall outside the criteria of other funding groups, however are still of strategic importance to the State.

Bridge Works/Bridge Inspections (State Road Funds to Local Government Agreement)

The Commonwealth provides Financial Assistance Grant funding to the Western Australian Local Government Grants Commission in the form of Untied Funds for Local Government. Some of this funding is set aside for major maintenance and replacement of bridges on Local Government roads. The State provides a matching contribution of $1 for every $2 provided under this arrangement.

Remote Aboriginal Community Access Roads (State Road Funds to Local Government Agreement)

The Commonwealth provides Financial Assistance Grant funding to the Western Australian Local Government Grants Commission in the form of Untied Funds for Local

Government. Some of this funding is set aside for access roads serving Aboriginal Communities. The State provides a matching contribution of $1 for every $2 provided under this arrangement.

Australian Government Black Spot Program (Australian Government)

The Program aims to reduce the social and economic costs of road trauma by treating locations with a record of casualty crashes or with the likelihood of crashes occurring identified by a road safety audit/inspection. The Australian Government fully funds projects on local roads under this program.

Roads to Recovery (Australian Government)

Funded by the Australian Government, the Roads to Recovery Program commenced in 2001 to address the significant amount of Local Government road infrastructure reaching the end of its economic life. In many cases, replacing this infrastructure was beyond the capacity of Local Governments. Roads to Recovery funds are paid directly to Local Governments for priority road projects chosen by Local Governments.

Low Cost Urban Road Safety Program (WA State Government)

The goal of this program is to identify and prioritise areas within neighbourhoods that have a higher-than-average casualty crash rate. Once identified, funding is available to Local Governments via reimbursement to construct various area-wide or whole-of-street road treatments with the intent of reducing serious injuries and fatalities. Local Governments are responsible for conducting consultation, maintenance, and evaluation under this program.

Disaster Recovery Funding Arrangements Western Australia (WA State Government)

Revised in 2018, the Disaster Recovery Funding Arrangement outlines the necessary details and context for applying for funding for disaster relief and recovery efforts. The funding is divided into four different types with Local Governments most likely to apply for and receive funding under Category B, emergency assistance for the repair of essential public assets, and Category C, a community recovery package supporting holistic recovery.

WA Bicycle Network Grants Program (WA State Government)

Administered through the WA Department of Transport, the WA Bicycle Network Grants Program provides funding to Local Governments for various initiatives intended to encourage people of all ages and abilities to ride bicycles. There are currently two streams of funding, the Perth Bicycle Network and Regional Bicycle Network grants, which supports the development of bicycle plans and infrastructure, and the Active Travel Officer grants, intended to provide financial support to Local Governments in employing Active Travel Officers.

Financial Assistance Grants (Australian Government)

These grants are provided directly to Local Governments from the Australian Government. The funding is provided via two separate streams, a general purpose element allocated based on population and an element specifically for Local Government roads distributed by historical shares. Funding from this source is provided quarterly, is untied, and can be spent in accordance with identified local priorities.

See Annexure 3 – Indicative timetable for funding submissions

ANNEXURE 3 – Indicative timetable for funding submissions

Indicative timetable for funding applications and proposed meetings of the Wheatbelt South Regional Road Group.

AUSTRALIAN GOVERNMENT BLACK SPOT PROGRAM

Process step	Month
Call for submissions	April
Proposed Wheatbelt South RRG meeting	April
Submissions close	July
Proposed Wheatbelt South RRG meeting	July/August
Submissions assessed	September/October
Prepare recommended program	October/November
State Panel meets and assesses recommended program	December
Submit recommended program to State Government for approval	December
Approved program announced	May

STATE GOVERNMENT BLACK SPOT PROGRAM

Process step	Month
Call for submissions	April
Proposed Wheatbelt South RRG meeting	April
Submissions close	July/August
Proposed Wheatbelt South RRG meeting	July/August
Submissions assessed	September/October
Prepare recommended program	November
State Panel meets and assesses recommended program	December
Submit recommended program to State Government for approval	December
Approved program announced	May

ROAD PROJECT GRANTS

Process step	Month
Proposed Wheatbelt South RRG meeting	July/August
Local Governments apply to the RRG for project funds with supporting justification	September (for next financial year)
RRG's provide project recommendations to SAC	November (for next financial year)
SAC makes project recommendations to the Managing Director, Main Roads WA	December (for next financial year)
Proposed Wheatbelt South RRG meeting	April
Local Governments advised of approved projects	June (for next financial year)
RRG to advise SAC of likely under expenditure of allocated funds (if applicable)	Before end of June (for current financial year)

COMMODITY ROUTE SUPPLEMENTARY FUNDING

Process step	Month
Proposed Wheatbelt South RRG meeting	April
Call for submissions	June
Proposed Wheatbelt South RRG meeting	July/August
Submissions close	September
RRG assesses projects and makes recommendations to Technical Review Group (consists of representatives from WALGA and Main Roads WA, Perth)	September/October
Technical Review Group assesses projects and makes recommendations to SAC	October/November
SAC approval	December
To State Government for approval	January
Approved program announced	January

ANNEXURE 4 - Key Performance Indicators

**Regional Road Group
Key Performance Indicators Annual Report 2022/2023**

1.1 Number of Regional Road Group meetings held. (Minimum 2 meetings per year)

Region	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Great Southern	2	1	2	2	**2**
South West	4	3	3	3	**3**
Gascoyne	3	3	3	2	**3**
Mid-West	2	2	2	2	**2**
Goldfields-Esperance	2	2	2	2	**2**
Kimberley	2	2	2	2	**2**
Wheatbelt South	2	3	2	2	**2**
Wheatbelt North	2	3	2	2	**2**
Pilbara	1	2	2	2	**2**
Metropolitan	2	2	4	2	**2**

All Regional Road Groups met at least twice during the reporting year.

1.2 Percentage of Black Spot Programs funding expended. (Target 100%)

(Includes State Government and Australian Government Black Spot Programs)

Region	2018-2019	2019-2020	2020-2021	2021-2022	**2022-2023**
	%	%	%	%	**%**
Great Southern	61	58	59	99	**41**
South West	91	85	63	64	**58**
Gascoyne	96	100	100	100	**88**
Mid-West	4*	47	66	67	**54**
Goldfields-Esperance	66	100	31	46	**17**
Kimberley	85	58	98	97	**32**
Wheatbelt South	74	78	44	86	**56**
Wheatbelt North	83	90	51	53	**62**
Pilbara	0**	80	22	65	**45**
Metropolitan	66	61	56	53	**43**
Total	**62**	**76**	**54**	**73**	**49**

With the exception of the Wheatbelt North, annual percentage of funds expended declined in every region. Project delivery performance outside the Metropolitan region can vary significantly from year to year due to the relatively small number of projects in the program.

1.3   Percentage of road project grants expended. (Target 100%)

(Includes Commodity Route Supplementary Fund projects)

Region	2018-2019 %	2019-2020 %	2020-2021 %	2021-2022 %	**2022-2023 %**
Great Southern	69	86	96	84	**91**
South West	83	84	90	90	**83**
Gascoyne	98	93	100	84	**100**
Mid-West	100	95	100	100	**100**
Goldfields-Esperance	96	86	94	78	**99**
Kimberley	84	48	100	78	**84**
Wheatbelt South	94	89	97	90	**89**
Wheatbelt North	85	90	90	85	**81**
Pilbara	55	89	68	75	**72**
Metropolitan	78	78	87	78	**70**
Total	**84**	**84**	**92**	**84**	**87**

The average annual percentage of road project grant funds expended increased from 84% to 87% Both the Mid-West and Gascoyne regions expended 100% of the funds, whilst the Goldfields-Esperance region acquitted 99% of their project funding. The remaining regions maintained a project acquittal and delivery percentage broadly in keeping with their records over the past five-year period. Percentage expenditure in the Metropolitan Region declined significantly from 78% to 70%.

Metropolitan Region by Sub Group

Sub Group	2018-2019 %	2019-2020 %	2020-2021 %	2021-2022 %	**2022-2023 %**
North West	61	94	93	79	**64**
West	78	53	43	79	**73**
Central	93	79	80	100	**85**
East	91	98	98	96	**84**
South East	79	91	79	71	**57**
South West	95	65	95	92	**92**
Total	79	84	87	86	**70**

The South West Sub Group acquitted the highest percentage of funding at 92%, while the South East Sub Group acquitted the lowest at 57%. Across every sub group, the percentage of acquitted funding either decreased or remained the same from 2021-22 to 2022-23.

Member Local Governments of Metropolitan Subgroups

North West	Joondalup, Stirling & Wanneroo
West	Cambridge, Claremont, Cottesloe, Mosman Park, Nedlands & Peppermint Grove
Central	Perth, Subiaco & Vincent
East	Bassendean, Bayswater, Kalamunda, Mundaring & Swan
South East	Armadale, Belmont, Canning, Gosnells, Serpentine-Jarrahdale, South Perth & Victoria Park
South West	Cockburn, East Fremantle, Fremantle, Kwinana, Melville & Rockingham

2.1   Percentage of sealed road length subject to a documented visual condition survey within the region in the previous 5 years. (Target 75%)

Region	% of sealed road length surveyed in the past 5 years				
	2018-2019	2019-2020	2020-2021	2021-2022	**2022-2023**
Great Southern	54	44	44	81	**67**
South West	74	53	56	59	**45**
Gascoyne	89	86	86	56	**35**
Mid-West	68	49	79	39	**80**
Goldfields-Esperance	44	52	56	69	**71**
Kimberley	76	35	35	84	**39**
Wheatbelt South	90	90	75	100	**92**
Wheatbelt North	83	72	52	58	**83**
Pilbara	100	62	100	51	**100**
Metropolitan	74	70	73	76	**61**
Total for WA	77	65	64	65	**69**

The data excludes 21 Local Governments that do not use RAMM. Across WA, only four of ten regions achieved the 75% target with three regions achieving less than 50%.

2.2   Regional Road Groups (other than the Metropolitan RRG) submits a three year works projection for road project grants as part of their Annual Local Government Roads Program to the SAC secretariat for reporting to SAC. (Target 100%)

Region	2021-2022	2022-2023
Great Southern	Y	N
South West	Y	100%
Gascoyne	Y	100%
Mid-West	Y	100%
Goldfields-Esperance	Y	100%
*Kimberley	N	N
Wheatbelt South	N	78% (14/18)

Region	2021-2022	2022-2023
Wheatbelt North	N	83% (20/24)
Pilbara	N	100%

*The Kimberley Region does not have a three-year program as the majority of their RPG projects are standalone one year projects.

Compliance with this requirement has improved, with five Regional Road Groups submitting three-year works projections for road projects grants. Of the Regional Road Groups that complied with this requirement in 2021-22, only the Great Southern Regional Road Group is not in compliance in 2022-23.

2.3   Number of Local Governments by RRG that provide a road inventory data update to Main Roads WA for uploading into the IRIS database in the last three financial years. (Target 100%)

Region	Number of Local Governments in RRG	2017-18, 2018-19 and 2019-20	2018-19, 2019-20 and 2020-21	2019-20, 2020-21 and 2021-22	2020-21, 2021-22, and 2022-23
Great Southern	12	10	8	6	4
South West	16	6	8	6	5
Gascoyne	4	1	2	3	4
Mid-West	16	6	4	5	5
Goldfields-Esperance	9	5	5	3	5
Kimberley	4	3	3	0	1
Wheatbelt South	18	7	10	9	7
Wheatbelt North	24	11	12	7	7
Pilbara	4	2	2	2	2
Metropolitan	30	11	19	19	21
Total	**137**	**62**	**73**	**60**	**61**

Less than half of Local Governments in WA have updated their road inventory and submitted this information to Main Roads WA for uploading into the IRIS database between 2020-21 and 2022-23. Compliance in regional areas remains well below 50%, with the exception of the Gascoyne Region. Compliance with this requirement in the Metropolitan Region has steadily increased.

2.4   Percentage of Local Government bridges by RRG subject to an annual level one (visual) inspection submitted to Main Roads WA in the previous reporting cycle as per the WALGA/Main Roads WA framework. (Target 100%)

Region	2020-2021	2021-2022	2022-2023
Great Southern	25%	65%	**81%**
South West	96%	98%	**92%**
Gascoyne	80%	80%	**100%**

Region	2020-2021	2021-2022	2022-2023
Mid-West	36%	73%	**25%**
Goldfields-Esperance	0%	100%	**100%**
Kimberley	0%	0%	**85%**
Wheatbelt South	54%	89%	**31%**
Wheatbelt North	41%	89%	**72%**
Pilbara	93%	96%	**100%**
Metropolitan	90%	93%	**91%**

During 2022-23, Level 1 Inspections were completed and documented on more than 80% of the bridges in seven of the ten Regional Road Group regions. The Gascoyne, Goldfields- Esperance and Pilbara regions inspected all of their bridges.

3.0   Regional Road Groups (other than the Metropolitan RRG) – percentage of Road Project Grant funded projects that include Safe System improvement treatments to roads and roadsides. (Target 100%) (Note: Prior to 2020/2021, the target was 50%)

Region	2018-2019	2019/2020	2020/2021	2021/2022	**2022/2023**
	%	%	%	%	%
Great Southern	56	51	54	79	76
South West	58	67	100	100	100
Gascoyne	100	100	100	100	100
Mid-West	100	100	100	100	100
Goldfields-Esperance	50	97	100	57	79
Kimberley	84	71	63	66	22
Wheatbelt South	66	68	100	95	100
Wheatbelt North	63	65	100	78	100
Pilbara	80	50	100	100	100

With the advent of the road safety category in the Multi-Criteria Assessment model and the increased communication and clarification that Safe System treatments can be applied to preservation projects, the percentages by Regional Road Group in this category are expected to increase.

These KPIs pertain to the State Road Funds to Local Government Agreement 2018/2019 to 2022/2023. The new State Road Funds to Local Government Agreement 2023/2024 to 2027/2028 includes a modified set of KPIs:

- Percentage of Blackspot Programs funding expended. (Target 100%)
- Percentage of Road Project Grants expended. (Target 100%)
- Percentage of sealed road length within the region subject to documented visual condition survey in the previous five years. (Target 75%)
- Number of Local Governments by RRG that provided a road inventory data update to MRWA for uploading into the IRIS database in the last three financial years. (Target 100%)

- Percentage of Local Government bridges by RRG subject to an annual level one (visual) inspection submitted to MRWA in the previous reporting cycle as per the WALGA/MRWA framework. (Target 100%)

ANNEXURE 5 – Profile of Wheatbelt South Regional Road Group

(Source: Report on Local Government Road Assets & Expenditure 2021/22, Appendix 14, page 142)

Local Governments (18)	Beverley, Brookton, Bruce Rock, Corrigin, Cuballing, Dumbleyung, Kondinin, Kulin, Lake Grace, Narembeen, Narrogin, Pingelly, Quairading, Wagin, Wandering, West Arthur, Wickepin, Williams	
Length of roads in Region (km)	Sealed:	3,937
	Gravel:	10,101
	Formed:	2,660
	Unformed:	336
	Total:	**17,036**
Lakes Sub-Group	Shire of Dumbleyung, Shire of Kulin, Shire of Lake Grace, Shire of Wagin and Shire of Wickepin	
Roe Sub-Group	Shire of Bruce Rock, Shire of Corrigin, Shire of Kondinin, Shire of Narembeen and Shire of Quairading	
Narrogin Sub-Group	Shire of Cuballing, Shire of Narrogin, Shire of West Arthur and Shire of Williams	
Hotham Dale Sub-Group	Shire of Beverley, Shire of Brookton, Shire of Pingelly and Shire of Wandering	