

SHIRE OF BRUCE ROCK

MINUTES – ORDINARY MEETING 15 SEPTEMBER 2022

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SHIRE OF BRUCE ROCK

MINUTES – ORDINARY MEETING 15 SEPTEMBER 2022

1. Declaration of Opening

The Shire President Cr SA Strange declared the meeting open at 3.21pm

2. Record of Attendance/Apologies/Leave of Absence (Previously Approved)

President	Cr SA Strange
Councillors	Cr AR Crooks Cr KP Foss CR NC Kilminster Cr PG Negri Cr R Rajagopalan Cr J Verhoogt Cr RA Waye
Chief Executive Officer	Mr DRS Mollenoyux
Executive Assistant	Mrs M Schilling (Minutes)
Manager of Finance	Mrs JL Bow (3.24pm - 3.34pm)
Environmental Health Officer	Mr J Goldacre (3.35pm – 3.53pm)
Manager of Works and Services	Mr D Holland (3.35pm – 3.48pm)
Apology	Cr BJ Waight

3. Declarations of Interest

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

Date	Name	Item No	Reason
15.09.2022	Cr Negri	10.3.1	Shareholder in CBH Ltd (CBH) (as grower member/farmer who holds one share valued at \$2.00 in CBH, a non-distributing co-operative governed under the Co-operatives Act 2009, and which is also a registered charity.
15.09.2022	Cr Strange	10.3.1	Shareholder in CBH Ltd (CBH) (as grower member/farmer who holds one share valued at \$2.00 in CBH, a non-distributing co-operative governed under the Co-operatives Act 2009, and which is also a registered charity.
15.09.2022	Cr Crooks	10.3.1	Shareholder in CBH Ltd (CBH) (as grower member/farmer who holds one share valued at \$2.00 in CBH, a non-distributing co-operative governed under the Co-operatives Act 2009, and which is also a registered charity.
15.09.2022	Cr Foss	10.3.1	Shareholder in CBH Ltd (CBH) (as grower member/farmer who holds one share valued at \$2.00 in CBH, a non-distributing co-operative governed under the Co-operatives Act 2009, and which is also a registered charity.
15.09.2022	Cr Kilminster	10.3.1	Shareholder in CBH Ltd (CBH) (as grower member/farmer who holds one share valued at \$2.00 in CBH, a non-distributing co-operative governed under the Co-operatives Act 2009, and which is also a registered charity.
15.09.2022	Cr T Crooks	13.1.2	One of the applications is a paid consultant for my business.

In accordance with Section 5.69(3)(b) of the Local Government Act 1995, the Executive Director – Local Government of the Department of Local Government, Sport and Cultural Industries has approved Cr Crooks, Cr Foss, Cr Negri and Cr Kilminster to fully participate in the discussion and decision making relating to Item 10.3.1 – Application for Development Approval – On Lot 251, Kellerberrin – Shackleton Road, Shackleton for a Grain Depot consisting of three 1.8 metre high Open Bulkheads of a capacity of 62,225 tonnes with three Drive Over Grids and associated internal roads and drainage basin works, subject to the following conditions:

1. *The approval is only valid for the 15 September 2022 Ordinary Council Meeting when agenda item 10.3.1 is considered;*
2. *The abovementioned Councillors must declare the nature and extent of their interests at the abovementioned meeting when the matter is considered, together with the approval provided;*
3. *The Chief Executive Officer (CEO) is to provide a copy of the Department of Local Government, Sport and Cultural Industries (DLGSC) letter of approval to the abovementioned Councillors;*
4. *The CEO is to ensure that the declarations, including the approval given and any conditions imposed, are recorded in the minutes of the abovementioned meeting, when the item is considered;*
5. *The CEO is to provide a copy of the confirmed minutes of the abovementioned meeting to the Department, to allow the DLGSC to verify compliance with the conditions of this approval; and*
6. *The approval granted is based solely on the interests disclosed by the abovementioned Councillors, made in accordance with the application. Should other interests be identified, these interests will not be included in this approval and the financial interest provisions of the Act will apply.*

In accordance with Section 5.65 of the Local Government Act 1995 the following disclosures of **Closely Association Person and Impartiality** interest were made at the Council meeting.

Date	Name	Item No	Reason

In accordance with Section 5.60B and 5.65 of the Local Government Act 1995 the following disclosures of **Proximity** interest were made at the Council meeting.

Date	Name	Item No	Reason
15.09.22	Cr J Verhoogt	13.1.2	Son and Partner placed a submission for EOI

4. Response to Previous Public Questions Taken on Notice

5. Public Question Time

6. Petitions/Deputations/Presentations/Submissions

7. Applications for Leave of Absence

COUNCIL DECISION

Resolution OCM Sep 22 – 7.1.1

Moved: Cr Way

Seconded: Cr Verhoogt

That Councillor NC Kilminster be granted Leave of Absence for the Ordinary Council Meeting to be held on Thursday, 20 October 2022.

Carried 8/0

8. Announcements by Presiding Member

9. Confirmation of Minutes

Ordinary Meeting of Council held on Thursday 18 August 2022

COUNCIL DECISION

Resolution OCM Sep 22 – 9.1.1

Moved: Cr Crooks

Seconded: Cr Foss

That the minutes of the Ordinary Meeting held Thursday 18 August 2022 be confirmed as a true and correct record.

Carried 8/0

Audit Committee Meeting held on 18 August 2022

COUNCIL DECISION

Resolution OCM Sep 22 – 9.1.2

Moved: Cr Rajagopalan

Seconded: Cr Kilminster

That the minutes of the Audit Committee Meeting held Thursday 18 August 2022 be received.

Carried 8/0

Bush Fire Advisory Committee Meeting held on Friday 2 September 2022.

COUNCIL DECISION

Resolution OCM Sep 22 – 9.1.2

Moved: Cr Negri

Seconded: Cr Foss

That the minutes of the Bushfire Advisory Committee held 2 September 2022 be confirmed as a true and correct record.

Carried 8/0

10. Officers' Reports

10.1 Manager of Works and Services

Mrs JL Bow entered the Council Chambers at 3.24pm.

10.2 Manager of Finance

Agenda Reference and Subject:

10.2.1 Statement of Financial Activity

File Reference:

8.2.6.2 Financial Reporting

Reporting Officer:

Jennifer Bow, Manager of Finance

Author:

Jennifer Bow, Manager of Finance

Disclosure of Interest

Nil

Attachment:

Nil

Summary

A statement of financial activity must be produced monthly and presented to Council.

Background

In accordance with the Local Government Act 1995, a Statement of Financial Activity must be presented to each Council meeting, including a comparison of actual year to date to the budget year to date and variances from it. It must also include explanations of any variances and any other associated information that would be useful for readers of the report.

Comment

The Statement of Financial Activity will be made available to Councillors prior to the meeting.

Consultation

Darren Mollenoyux, Chief Executive Officer
Alan O'Toole, Deputy Chief Executive Officer
David Holland, Manager of Works and Services
Julian Goldacre, Environmental Health Officer
Mike Darby, Senior Finance Officer and other staff

Statutory Implications

r. 34 Local Government (Financial Management) Regulations 1996

34. Financial activity statement required each month (Act s. 6.4)

(1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —

- (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and*
- (b) budget estimates to the end of the month to which the statement relates; and*
- (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and*
- (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
- (e) the net current assets at the end of the month to which the statement relates.*

(4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), are to be —

- (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and*
- (b) recorded in the minutes of the meeting at which it is presented.*

Policy Implications

Nil

Risk Implications

Risk: Financial performance is not monitored against approved budget		
Likelihood	Consequence	Rating
Possible	Minor	Moderate
Action / Strategy		
The monthly financial report tracks the Shire’s actual financial performance against its budgeted financial performance to ensure that the Council is able to monitor to Shire’s financial performance throughout the year.		

Financial Implications

Comparison of actual year to date to the 2022-23 Budget

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Governance

Goal 12 Council leads the organisation in a strategic and flexible manner

Voting Requirements

Simple Majority

<p>COUNCIL DECISION Resolution OCM Sep 22 – 10.2.1</p> <p>Moved: Cr Waye Seconded: Cr Rajagopalan</p> <p>That the Statements of Financial Activity for the month ending 31 August 2022 are received.</p> <p style="text-align: right;">Carried 8/0</p>
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Agenda Reference and Subject:	10.2.2 List of Payments
File Reference:	8.2.3.3 Accounts Payable (Creditors)
Reporting Officer:	Jennifer Bow, Manager of Finance Officer
Author:	Mike Darby, Senior Finance Officer
Disclosure of Interest:	Nil
Attachments:	<i>Item 10.2.2 Attachment A – List of Payments August 2022</i>

Summary

List of payments made since the last Ordinary Council Meeting.

Background

As the Chief Executive Officer has been delegated the authority to make payments from the municipal and trust funds, a list of payments made is to be presented to Council each month. Also, in accordance with Finance Policy Number 2.3, included is a list of payments made with the CEO’s credit card.

Comment

Following is a list of payments made from Council’s Municipal and Trust Accounts and payments made with the CEO’s credit card for the month of August 2022.

If you have any queries regarding the list of payments, please advise prior to the meeting to enable staff to seek relevant information.

Consultation

Nil

Statutory Implications

s.6.10 Local Government Act 1995

r.13(1) Local Government (Financial Management) Regulations 1996

Policy Implications

Nil

Risk Implications

Risk: Payments are not monitored against approved budget and delegation.		
Likelihood	Consequence	Rating
Possible	Minor	Moderate
Action / Strategy		
The monthly list of payments provides an open and transparent record of payments made under the appropriate approved delegations.		

Financial Implications

Payments must be made in accordance with 2022/23 Budget.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Governance

Goal 12 Council leads the organisation in a strategic and flexible manner

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION COUNCIL DECISION

Resolution OCM Sep 22 – 10.2.2

Moved: Cr Rajagopalan

Seconded: Cr Verhoogt

That Council endorse the list of payments from the:

1. Municipal Account consisting of:

- a. EFT voucher numbers EFT20053 to EFT20214 totalling \$482,186.97
- b. Cheque number 85 to 85 totalling \$738.77
- c. Trust EFT Payments
- d. Wages and Superannuation payments totalling \$206,774.52 and
- e. Credit Card payments \$2,316.85

With all payments totalling \$689,700.26 for the month of August 2022.

Carried 8/0

Mrs JL Bow left the Council Chambers at 3.34pm and did not return.

Mr J Goldacre entered the Council Chambers at 3.35pm.

Mr D Holland entered the Council Chambers at 3.35pm.

Cr SA Strange left the Council Chambers at 3.35pm.

10.3 Environmental Health Officer

Agenda Reference and Subject:	10.3.1 Application for Development Approval – On Lot 251, Kellerberrin – Shackleton Road, Shackleton for a Grain Depot consisting of three 1.8 metre high Open Bulkheads of a capacity of 62,225 tonnes with three Drive Over Grids and associated internal roads and drainage basin works.
File Reference:	1.6.23.2 Co-Operative Bulk Handling
Reporting Officer:	Julian Goldacre, Environmental Health Officer
Author:	Julian Goldacre, Environmental Health Officer
Disclosure of Interest	Cr KP Foss, Cr NC Kilminster, Cr PG Negri, Cr SA Strange, Cr AR Crooks
Attachments	<p><i>Item 10.3.1 - ATTACHMENT A - Cover Letter & Application of Proposed Grain Depot - Lot 251 Kellerberrin-Shackleton Road Shackleton;</i></p> <p><i>Item 10.3.1 - ATTACHMENT B - Site Plan - CBH Shackleton site & proposed Grain Depot development.</i></p> <p><i>Item 10.3.1 - ATTACHMENT C - Standard Elevation Drawings of Bulk Bins for Grain Depot;</i></p> <p><i>Item 10.3.1 - ATTACHMENT D - Schedule of Submissions Public Submissions Shackleton Grain Depot</i></p>

Summary

That Council approve the development application for a Grain Depot consisting of three Open Bulkheads of a capacity of 62,225 tonnes equipped with three Drive Over Grids and associated internal roads and drainage basin works on Lot 251, Kellerberrin – Shackleton Road, Shackleton. That Council accepts the Schedule of Submission of comments and that Council’s recommendations as required are actioned as applicable. That Council resolves the application for development approval has been assessed against the Shire of Bruce Rock Local Planning Scheme No 3, and the Shire of Bruce Rock Local Planning Strategy, and relevant supporting State policies and guidelines. That Conditions apply to this development approval, also advice notes are provided in good faith to assist the applicant with their development approval moving forward.

Background

An Application for Development Approval (ADA) was received by the Shire of Bruce Rock on the 21 July 2022 from a Mr T Roberts on behalf of Co-operative Bulk Handling Ltd (CBH). The ADA proposes the construction of three addition grain storage bulkheads (Bulkheads) and associated works as presented in Attachments A, B, & C. The proposed site for this ADA is located on Lot 251, Kellerberrin – Shackleton

Road and is Rural zoned land east of the Shackleton townsite boundary, and the Kellerberrin – Shackleton Road, and adjoining north of the existing CBH grain storage site (the Site). The CBH administration has estimated that the future demand for harvest storage is possible, and that the harvest of 2021-22 period is still substantially in storage, consequently extra storage capacity is required to improve storage, as well as reducing truck haulage waiting times.

Comment

The ADA is detailed in Attachment A, and displayed as a site plan with construction drawings in Attachments B, & C. The proposal is for the construction of three 1.8 metres high Bulkheads just north of the Site which is located east of the townsite of Shackleton. Two Bulkheads labelled TBH 02 and TBH 03 will have a footprint around 5,600m², and the Bulkhead TBH 03 will have a footprint around 5,425 (Attachment B). Collectively, the three Bulkheads will have a holding mass of 62,225 tonnes. Furthermore, the ADA proposes internal sealed roads, mobile machinery known as ‘Drive Over Grid Stackers’ to collect the grain from trucks and distribute to the Bulkheads, and drainage works including a basin for stormwater collection. This ADA is an extension of the Site for grain storage, handling, and transport dating back to when the railway line came through from Quairading to Bruce Rock around 1913 and thus has a long standing and required operational history and future as evidenced by this ADA. The Site is synonymous with the Shackleton townsite both as a built environment servicing the agriculture – extensive activities, and associated facilities supporting such.

The proposed location for the ADA is ‘Rural’ zoned land for the purpose of ‘Agriculture – extensive’ pursuant to the Shire of Bruce Rock Local Planning Scheme No 3 (the Scheme). The term ‘Grain Depot’ mentioned in the ADA is a specific listing in the Scheme to mean ‘... the use of premises for the receipt, storage, treatment, and despatch of grain’. The term Grain Depot is not specifically listed in the Scheme ‘Table 1 Zoning Table’ therefore is a use not listed thus advertising is required. Advertising was initiated on the 4th of August 2022, and fully commenced on the 9th of August 2022. The advertising concluded on the 8th September 2022 to meet minimum Statutory advertising requirements which were exceeded. The advertising was accomplished by a mail drop facilitated by the Shackleton Post Office to all known mailboxes in the townsite, the surrounding properties of the development, also all the mailboxes registered in the locality of Shackleton. Furthermore, advertising as a Notice was published in the Rock Review, on the two Notice boards at the Shire office, the Shackleton Store window, as well as the Shackleton District Club.

The ADA for the Bulkhead ‘works’ and change of land ‘use’ as proposed has been assessed, as required, pursuant to the Shire of Bruce Rock Local Planning Scheme No 3 (the Scheme), and the Shire of Bruce Rock Local Planning Strategy (the Strategy) as well as relevant State Planning Policies, and Guidelines for the Environment, and Health. It is important to understand that the previous application (Resolution OCM July 22 – 10.3.1) regarding the Bruce Rock CBH site had conditions in the Scheme imposed by a ‘Special Control Area’, the current Shackleton CBH location does not. Consequently, the conditions for this ADA need to be addressed, and reasonably applied to this specific ADA proposal.

The Scheme contains aims that ‘... promote the sustainable use of rural land for agricultural purposes whilst accommodating other rural activities’. In that regard, a Grain Depot is cognisant to agriculture – extensive, and are the most prominent examples of rural land activity and associated mostly with rural townsites. The Rural zone as described in the Scheme has the objectives to provide for rural pursuits that are compatible with the land and retain rural character and amenity for which Grain Depots certainly achieve.

The Strategy vision seeks to ensure a sustainable community and identifies that agriculture is valuable. Furthermore, the Strategy objectives seek to ensure the Shackleton settlement is sympathetic with adjacent agricultural activity and this will be actioned through conditions to the development approval. The actions listed in the Strategy seek to ensure Special Control Areas through scheme amendments for industrial and urban activity and as this is currently absent in the present Scheme this will be substituted in this instance as conditions on the development approval. Objective 15 of the Strategy is to ensure the

continuing operation and expansion of agricultural activity and rural industries within the Rural zone and this ADA is part of that endeavour by facilitating a Grain Depot. Whilst the Strategy seeks to prevent the fragmentation of viable agricultural land it is important to realise that a Grain Depot as proposed in this instance is congenial to the active rural agricultural industry.

State Planning Policy 2.5 Rural Planning (Policy 2.4) has been reviewed against this ADA and is consistent with the Policy 2.5 objectives. Whilst the ADA proposed will impact viable Rural zoned land agriculture – extensive activities, it is an extension of a regional facility being the Site of the present CBH facility. Furthermore, the land for this ADA is in the ownership of CBH. Policy 2.4 is supportive of regional facilities. The visual dominance of the ADA is considered low given the existing adjacent building bulk of the concrete grain storage facility, and that the bulk heads construction is 1.8 metres high. Whilst the proposed bulk bins will elevate in presence with grain that is then covered in ubiquitous blue tarpaulins, this is seasonal and will be removed over time.

Environmental protection concerns are not addressed in this item given the land for the proposed ADA is clear of any significant vegetation, especially trees, as the land, other than the road side tree-line, is fully cleared and for agriculture – extensive activity. Furthermore, the Data WA Locate SLIP mapping was scrutinised and there are no listed areas of registration of protected flora, fauna, heritage, or Aboriginal Lands identified given the land is freehold.

The proposed grain Depot is located below the recommended guidelines for distances for setbacks for Environment (500 metres from grain elevators), and Health (300 metres). The proponent has therefore requested in Attachment A that a 240-metre setback from the nearest bulkhead to the Kellerberrin-Shackleton Road front lot boundary is allowed. The nearest dwelling is located approximately 280 metres from the closest bulk bin, and approximately 300 metres from the discharge point of the closest grain elevator. This being the case then arrangements need to be specified and to the satisfaction of the local government to mitigate the effects, if any, for the requested reduced setbacks.

To accommodate the request for the reduced set back, development approval conditions are required to mitigate the noted concerns as listed in the Scheme for the Bruce Rock CBH site Special Control Area to mitigate off-site emissions risk. The Scheme 'Schedule 3 – Restricted Uses' imposes a condition on the Bruce Rock CBH site being "*Noise, vibration, light, and emissions to the atmosphere, are to be managed in accordance with statutory requirements so that the amenity of nearby sensitive uses, including residential development is not adversely affected*". The letter in Attachment A mentions noise and dust, and the ADA applicant invites a condition on the development approval for these matters. For clarity the term 'dust' for the purpose of this ADA is to mean "*Airborne particles (aerosols)*" as per the now Dept. of Water, Environment Regulation (formally DEC) guideline published in 2011 (DWER). Consequently, based on the Scheme existing condition requirements that there will be a requirement for individual, or collective Management Plan(s) required for 'noise', 'vibration', 'light', and 'emissions' (dust and debris) to the satisfaction of the local government of Bruce Rock. Furthermore, a condition for a clear and present complaint procedure is to be established to directly deal with the population of the Shackleton townsite should concerns and/or complaints arise in the first instance.

The DWER guideline, and the 'Dust and light emissions - the Western Australian Planning Commission (WAPC) Position Statement: Dark sky and astrotourism [January 2022]' (Position Statement) are reasonably considered good guidance documents for managing light and dust emissions. A condition for a Management Plan(s) addressing light and dust emissions is required. The Position Statement is a modern document for the consideration of, and activities to mitigate dust and light emissions as well as preserve, the growing Dark Sky and astrotourism interests. Notwithstanding this, a management plan(s) that is considered suitable using other guidelines, best practice, and relevant Codes to identify and deal with dust and light emissions is invited.

Noise and vibration are detailed in the *Environmental Protection Act 1986* (the Act) as "*noise includes vibration of any frequency, whether transmitted through air or any other physical medium.*". Consequently, a condition for the Management Plan(s) to deal with noise and vibration at the proposed

location in the ADA will be in keeping with ensuring compliance with the Act, and *Environmental Protection (Noise) Regulations 1997*, as well as any referenced Codes and/or Standards, and proven best practice to the satisfaction of the local government of Bruce Rock for meeting the condition of development approval. It is not the intent to impose a condition that is already in a Statutory Instrument of the State of Western Australia. The intent is to make the required compliance tailored specifically to the proposed operation of the proposed CBH facility to ensure the reduced setback requested is accommodated by the applicant to ensure integrity with the townsite of Shackleton, and other sensitive premises.

It will be required as a development condition that a Complaints Procedure is prepared in a manner to be conducive for the townsite (and surrounding areas) people who could be affected and require a user-friendly process to make a complaint. That is to say, in the event of CBH activities causing complaint(s) a method to ensure the complaint procedure is made clear (understandable) and present (accessible) to potentially affected persons in the first instance, and to ensure, as much as reasonably possible, that the complaint procedure will be effective to de-escalate complaints raised to avoid escalation to local government and/or government department level.

The ADA mentions that storm water at the proposed development area will be managed at a 5-year Average Recurrence Interval (ARI). The ARI is *'the average or expected value of the periods between exceedances of a given rainfall total accumulated over a given duration. It is implicit in this definition that the periods between exceedances are generally random'*. This is to say that the average rainfall for a period will be exceeded at 5-year intervals. The drainage basin is shown in Attachment B is 'size and location TBC' (To Be Confirmed), therefore, as the development area is in a region of higher salinity, there will be a requirement that diligent and professional design, location, depths, volume, and overflow management is undertaken. Furthermore, any proposal to direct overflow and/or direct stormwater discharge off the Lot boundary then this will need to be presented to the Works Manager for input into the design to ensure no detriment to lands under management or control of the local government of Bruce Rock.

The matter of the advertising period and submissions received are scheduled in Attachment D and that three submissions were submitted to the Chief Executive Officer:

1. Two residents and workers in Shackleton townsite "Welcome" the CBH proposal as a benefit to farming and employment. Agrees the possible noise & traffic increase will be offset by the benefit to the town of Shackleton longevity,
2. Western Power stated they no longer provide comment on development applications. Advises invites to conduct a 'clearance assessment' for building restrictions for clearance & danger zones, and to submit a 'pre-application enquiry'. The email was forwarded to the ADA applicant at CBH to investigate, and;
3. Main Roads WA has no objection to the proposal and have no conditions to apply to any approval granted by the Shire. They have requested a copy of the Shire decision to be emailed referencing 19/8643, D22#868104.

With regards to Main Roads WA, they have an interest only in the Bruce Rock-Quairading Road. The Shackleton-Kellerberrin Road is the responsibility of the Shire of Bruce Rock and has a RAV rating of 'four' (RAV 4) therefore can carry a load of two trailers and/or a maximum combined weight of 80 tonnes, and a concessional level three (3) for up to 100 tonnes. Attachment A mentions that truck movements into and out of the Shackleton site is dependent on harvest volumes although it is reasonably implied on their estimates that volumes, thus truck movement will increase. Discussions with the Works Manager, and the Chief Executive Officer has determined that the entry and access areas at the existing CBH site onto the Shackleton-Kellerberrin Road is surfaced to a high standard, assisted by Main Roads WA, and is considered durable for CBH truck activity.

Consultation

Mr D Mollenoyux, Chief Executive Officer, Bruce Rock Shire,
 Mr D Holland, Works Manager, Shire of Bruce Rock,
 Mr T Roberts, Co-operative Bulk Handling Ltd, Specialist Regulatory Approvals – Government & Industry Relations, and
 Mr T Reed, Principal Planning Officer, Land Use Planning, Dept of Planning, Lands, & Heritage.

Statutory Implications

Planning and Development (Local Planning Schemes) Regulations 2015, &
 Shire of Bruce Rock Local Planning Scheme No 3.

Policy Implications

State Planning Policy 2.5 Rural Planning,
 Shire of Bruce Rock Local Planning Strategy.

Risk Implications

Risk: The proposed development occurs outside the endorsed plans approved by Council with no consultation, and/or formal amendment. And conditions not honoured.		
Likelihood	Consequence	Rating
Unlikely	Moderate	Moderate
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “Medium” risk and will be managed by specific monitoring and response procedures.		

Financial Implications

Development Application Fee of \$2,843.65.

Strategic Implications

Governance

- Goal 3 Assist the local economy to grow
- 3.7 Leverage economic opportunities and developments from successful local businesses

Voting Requirements

Simple majority

<p>OFFICER RECOMMENDATION COUNCIL DECISION Resolution OCM Sep 22 – 10.3.1</p> <p>Moved: Cr Waye Seconded: Cr Rajagopalan</p> <p>Officer Recommendation That Council</p> <p>1. Determine that the proposed Development Application for the Grain Depot on Lot 251, Kellerberrin – Shackleton Road, Shackleton is consistent with the Shire of Bruce Rock Local Planning Scheme No 3 Aims and Objectives, and the Shire of Bruce Rock Local Planning Strategy Vision, Objectives, and Actions for the present Rural zoning use of the land.</p> <p>2. Accept the Schedule of Submissions Received provided in Attachment D as ‘Noted’, and to have actioned the Council Recommendations as required.</p>

3. Approve the Development Application for the Grain Depot of three Bulkheads, the Drive Over Grid Stacker equipment, and the associated internal sealed roads, and drainage works including a basin for stormwater collection, also the reduced setback to 240 metres on Lot 251, Kellerberrin – Shackleton Road, Shackleton as presented to this Council in Attachments A and B and are authorised to be endorsed by the signature of the Chief Executive Officer for the applicants records. Furthermore, to support this resolution that the following development approval Conditions will apply:

- a) That the following Management Plans will be prepared specifically to this development approval and submitted to the local government of Bruce Rock for comment and feedback to achieve a mutually agreeable outcome before the Grain Depot becomes operational:**
 - i) A Management Plan for dealing effectively to minimise and mitigate any clear and present airborne husks, chaff, and particles (aerosols) inclusive of dust resulting from the Grain Depot grain storage, handling, and transport activities at a best practice level to prevent as practicably as possible any potential detrimental effects to sensitive premises inclusive of the townsite of Shackleton.**
 - ii) A Management Plan for dealing effectively to minimise and mitigate light emissions resulting from the night periods of the Grain Depot grain storage, handling, and transport activities to manage at best practice level any detrimental effects to sensitive premises inclusive of the townsite of Shackleton.**
 - iii) A Management Plan for dealing effectively with the minimisation and mitigation of noise emissions resulting from the Grain Depot grain storage, handling, and transport activities at a best practice level to prevent in a reasonable manner as practicably as possible any potential detrimental effects to sensitive premises inclusive of the townsite of Shackleton.**
 - iv) A Management Plan for dealing effectively with the minimisation and mitigation of vibration emissions should they be detected resulting from the Grain Depot grain storage, handling, and transport activities at a best practice level to prevent in a reasonable manner as practicably as possible any potential detrimental effects to sensitive premises inclusive of the townsite of Shackleton.**
- b) That a complaint procedure is to be established to directly deal with the population of the Shackleton townsite, and surrounds should concerns and/or complaints arise and is such that in the first instance the complainant, and CBH can resolve the issue to achieve non-escalation to local government and/or government department level. That this complaint procedure is submitted to the local government of Bruce Rock for comment and feedback to a mutually agreeable outcome.**
- c) That the final design drawings for the drainage basin and any proposed offsite stormwater disposal either directly, or because of overflow management from the proposed Grain Depot on any land of interest to the Shire of Bruce Rock will require that a CBH representative consults first with the Shire of Bruce Rock Works Manager for any such consideration of allowing such disposal and this disposal will be to the agreement and specifications, as required, of the local government of Bruce Rock. Furthermore, that the effect of the drainage basin is considerate of the location's salinity risk.**

4. That this Planning Approval is valid for 24 months from the date of this Council resolution development approval.

That Council further, in good faith, draws attention by the following Advice Notes:

- 1. For the considerations of dust and light emissions the 'Western Australian Planning Commission Position Statement: Dark sky and astrotourism (January 2022) could be a useful document for consideration of dust and light Management Plans. Furthermore, the document by the then Dept of Environment and Conservation titled A guideline for managing the impacts of dust and**

associated contaminants from land development sites, contaminated sites remediation and other related activities (2011) could also be useful. Both documents are referred to regularly by local governments.

2. This development approval does not remove and/or abrogate existing requirements on the land of the development such as but not limited to easements, restrictive covenants, and the like and due diligence by CBH is required to ensure the land for the development is free of any restrictions on the Certificate of Title.
3. Permits, Approvals, Notices and the like required for building works, demolition works, sewerage works, accommodation, asbestos clearances and the like are still required as this development approval does not annul any other Statutory Instrument related to this development.
4. Should the applicant and/or CBH be aggrieved and/or concerned on any of the Conditions listed it is respectfully requested in the first instance that the matter(s) of concern or needing clarification are discussed with the local government of Bruce Rock to reach a mutually agreeable outcome and that due process to deal with such can be undertaken.

Should the discussions not result in the desired outcome for the applicant and/or CBH then the option pursuant to the Planning and Development Act 2005 under Part 14 of said Act to refer the matter(s) to the State Administrative Tribunal (SAT) can be applied for within 28 days, or any further days as determined by SAT.

CARRIED BY ABSOLUTE MAJORITY 7/0

*Mr D Holland left the Council Chambers at 3.48pm and did not return.
Cr SA Strange returned to the Council Chambers at 3.48pm.*

Agenda Reference and Subject:

10.3.2 Demolition of No 21 (Lot 175) Railway Parade Bruce Rock due to a building in poor condition, unliveable, and no owner or occupier.

File Reference:

A555 21 Railway Pde Bruce Rock

Reporting Officer:

Julian Goldacre, Environmental Health Officer

Author:

Julian Goldacre, Environmental Health Officer

Disclosure of Interest

Nil

Attachments

Item 10.3.2 Attachment A - Mens Shed of Bruce Rock letter and Resolution declining gift of the estate of 21 Railway Parade.

Summary

That Council resolves to authorise the EHO to place a Demolition Notice onto the Estate dwelling house and buildings at 21 Railway Parade. That Council resolves to release funds of \$6,000 to undertake the demolition and clean-up works. Resolves to Instruct the relevant staff to undertake all practicable measures to recoup the costs incurred by the Shire of Bruce Rock, and – or place a debt on the land as required for the purpose of cost recovery.

Background

With the passing away of Mr W Taylor who was the owner of property and buildings at 21 Railway Parade (Estate), the Estate were left to Mr B Turner as the Executor to handle the Estate affairs. The Estate comprising the land and dwelling, and all associated structures and contents was 'Gifted' to the Mens Shed of Bruce Rock. The dwelling house and structures of the Estate were deemed to be in such a poor state that Council resolved in June 2022 (Resolution OCM June 22 – 10.3.2) to declare the dwelling and building unfit for habitation, as well as to not accept the Estate if offered due to the building's poor condition. The Environmental Health Officer (EHO) issued a House Unfit for habitation Notice on the 24 June 2022 and served to Mr B Turner on the 19 July 2022. Mr B Turner was kept fully informed of Council's intentions.

Comment

Mr B Turner stated that the estate was given to the Mens Shed of Bruce Rock. As the building condition deteriorated further due to Mr B Turner's efforts to remove damaged sections, a complaint was received. The EHO investigated the situation and Mr B Turner was found to have exceeded expectations on the dwelling dismantling prior to a demolition permit being issued. Furthermore, there was now reasonable knowledge that asbestos cladding inside the dwelling and remnant pieces outside the dwelling is clear and present, and that Mr B Turner was no longer capable of conducting a demolition should a permit be issued. Whilst a person can undertake demolition of a dwelling they owned, the ability to do so given the nature of the Last Will and Testament (the Will) of the late Mr W Taylor warranted further investigation. Mr B Turner contacted a demolition contractor who quoted the cost for the full demolition and clean-up of the dwelling, outbuildings, and site area at 21 Railway Parade. This cost was exceeded the available funds in the estate and the EHO invited that the Mens Shed assist as they were an interested party to the Will by Mr B Turner's accounts.

A meeting was arranged with the EHO and the President Mr K Butler, and the Secretary Mr N Noack of the Bruce Rock Mens Shed to determine the Mens Shed involvement in the Estate. A copy of the Will was furnished to the EHO which showed that Mr B Turner was the Executor of the Will, and that the Estate and contents were 'Gifted' to the Mens Shed. Mr Butler made it very clear that the Mens Shed did not

want the Gift as recorded in the Will and would resolve at the next Mens Shed meeting to formally resolve this. On the 8 September 2022 Mr B Turner handed the EHO a covering letter and the Resolution of the Mens Shed dated 6 September (Attachment A) declaring “... *that the Bruce Rock Mens Shed wishes to thank the Estate of the late William Alan Taylor of 21 Railway Parade Bruce Rock for the bequeath of the property but wishes to decline the offer*”. This Motion was carried.

Therefore the situation now is rather dire. The property needs demolition and a professional clean-up. When the demolition contractor investigated the site it was revealed that asbestos containing material legacy was present, as well as is within the house. The house condition is frail and beyond the ability to be demolished outside of a demolition contractor’s expertise. The matter is further complicated by the fact the Estate is in extinct ownership, with not even an Occupier present to issue and serve a Notice to demolish. In these situations, as was the case with a situation the EHO was involved in at the Shire of Trayning, the *Health (Miscellaneous Provisions) Act 1911* provides that the local government the responsible agency to deal with the matter. As the building is in a precarious state and with an asbestos liability the matter cannot be shelved for future resolution. To address this matter in the most direct way possible will require funds to be provided by the local government of Bruce Rock to undertake the demolition and clean-up works.

The demolition and clean-up quotation is reasonable and is from a regional contractor who has done work for the Shire of Bruce Rock before and carries the required paperwork to accomplish the task at hand. The ability to re-coup the costs expended by the Shire of Bruce Rock has been discussed with Mr B Turner who revealed there are some limited funds available as well as the land asset which the Mens Shed have formally declined to accept verbally and by resolution. As the debt for works will be on the land, the Executor being Mr B Turner will manage this situation and Mr B Turner offered some possible outcomes such as a transfer of land to the Shire of Bruce Rock to offset the cost of the demolition and clean-up. Mr B Turner stated to the EHO on the 8 September 2022 meeting he was keen to resolve the matter of costs for the required works as required in a mutually agreeable manner to all concerned using the Estate.

Consultation

Mr D Mollenoyux, Chief Executive Officer, Shire of Bruce Rock,
 Mr D Turner, Executor of the Estate of the late Mr W Taylor,
 Mr K Butler, President of the Bruce Rock Mens Shed,
 Mr Noack, Secretary of the Bruce Rock Mens Shed, and
 Mr A Swann, ASKA Demolition and Salvage

Statutory Implications

Health (Miscellaneous Provisions) Act 1911, and
 Local Government Act 1995.

Policy Implications Nil

Risk Implications

Risk: The dwelling autonomously collapses and risks asbestos spreading onto the site area requiring further works.

Likelihood	Consequence	Rating
Almost Certain	Major	Extreme

Action / Strategy

This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “High”. As a high risk matter, the Deputy Chief Executive Officer will be monitoring progress.

Financial Implications

Demolition and removal costs verbally quoted at \$5,500 and to be confirmed in writing (awaiting written quote). Cost to erect safety fence already in place \$440.

Strategic Implications**Governance**

Goal 9 Community safety is a valued feature of our lifestyle
10 YEAR OUTCOME - Our community feels safe

Voting Requirements

Simple majority

OFFICER RECOMMENDATION COUNCIL DECISION**Resolution OCM Sep 22 – 10.3.2**

Moved: Cr Crooks

Seconded: Cr Kilminster

That Council

- 1. Resolves to authorise the Environmental Health Officer to issue and serve a Demolition Notice onto the Estate dwelling and buildings of the late Mr William Taylor located at 21 (Lot 175) Railway Parade, Bruce Rock with immediate effect.**
- 2. Resolves to authorise a release of funds to the amount of \$6,000 to enable the demolition and clean-up works at 21 (Lot 175) Railway Parade, Bruce Rock.**
- 3. Instructs the relevant staff to undertake all practicable measures to recoup the costs incurred by the Shire of Bruce Rock, and – or place a debt on the land as required for the purpose of cost recovery.**

Carried 8/0

Mr J Goldacre left the Council Chambers at 3.53pm and did not return.

10.4 Deputy Chief Executive Officer

Agenda Reference and Subject:	10.4.1 Amendments to Policies 8.2 “Harvest and Vehicle Movement Bans” and 8.3 “Burning Periods and Permits”
File Reference:	1.2.4.4 Policy Manual
Reporting Officer:	Alan O’Toole, Deputy Chief Executive Officer
Author:	Alan O’Toole, Deputy Chief Executive Officer
Disclosure of Interest:	Nil
Attachments:	<i>Item 10.4.1 Attachment A – Draft Policy 8.2 “Harvest and Vehicle Movement Bans</i> <i>Item 10.4.1 Attachment B – Draft Policy 8.3 Burning Periods and Permits</i>

Summary

Council is asked to endorse amendments to two Policies relating to the management and control Bushfires, namely 8.2. “Harvest and Vehicle Movement Bans”, and 8.3 “Burning Periods and Permits”. Both have presented to the Bushfire Advisory Committee (BFAC) and have been recommended for endorsement by Council.

Background

Following changes to the Fire Weather Districts by the WA Department of Fire and Emergency Services (DFES), and to the implementation of a nationwide Australian Fire Danger Rating System (AFDRS), both of which came into effect on 1st September 2022, Shire Officers have taken the opportunity to review Council’s Bushfire Policies, to identify which are in need of amendment in advance of the next Fire Season.

The two policies under consideration were identified as being in need of particular attention, and Officers have been working on these amendments, as the new information has become available both prior to and post 1st September.

Comment

The changes to both Policies reflect those required by the two new systems (above) and also as part of a general review to ensure that Bushfire Policies fully reflect and provide appropriate guidance to Shire Officers in the changing environment.

The AFDRS states that Harvest and Vehicle Movement Bans (HVMB) must be called at the new Fire Behavior Index (FBI) level of 40, (which equates to 35 on the “old” scale). As Council’s previous Harvest Ban Policy had an “old” level of 32 at which Harvest Bans are called, this now equates to an FBI of 37, and this is the figure reflected in the amended Policy.

The amended “Burning Periods and Permits Policy” proposes changes to the Restricted and Prohibited Burning Periods to recognise the changing environment, and also the changes to the Fire Weather District of which Bruce Rock is a part. This is now called “Lockwood” and also encompasses the Shires of Narembeen, Merredin, Kellerberrin, Trayning and Nungarin.

The Shire is also implementing a new process by which applications for Burning Permits can be submitted online via the Shire’s website. This is similar to the system used by many other Shires (e.g. Merredin) and will both streamline and improve the process, and lead to more relevant information being collected to

aid the decision-making process. If the amendments are adopted, then Burning Permits will also now only be valid for four days which aligns with the four-day forecasts which are now available and will be provided by DFES.

The changes above were discussed at the recent BFAC Meeting, and were accepted without any suggested amendments.

If adopted by Council then the changes to the Burning Periods would have to be agreed to in writing by the Commissioner for Fire and Emergency Services, Mr Darren Klemm, and thereafter gazetted in the Local Government Gazette before they can be enforced.

Consultation

Darren Mollenoyux, Chief Executive Officer
 Bushfire Advisory Committee
 Department of Fire and Emergency Services

Statutory Implications

Nil

Policy Implications

Amended Policies 8.2 and 8.3

Risk Implications

Risk: Council does not adopt the amendments to Policies 8.2 and 8.3.		
Likelihood	Consequence	Rating
Unlikely	Major	Moderate
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “Moderate” risk and will be managed by specific monitoring and response procedures.		

Financial Implications

Nil

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

- Goal 10 Our organisation is well positioned and has capacity for the future.
- Goal 12 Council leads the organisation in a strategic and flexible manner.

Voting Requirements

Absolute Majority

<p>OFFICER RECOMMENDATION COUNCIL DECISION Resolution OCM Sep 22 – 10.4.1</p> <p>Moved: Cr Negri Seconded: Cr Verhoogt</p> <p>That Council adopts the suggested amendments to Policy 8.2 “Harvest and Vehicle Movement Bans” and 8.3 “Burning Periods and Permits”.</p> <p style="text-align: right;">CARRIED BY ABSOLUTE MAJORITY 8/0</p>
--

Agenda Reference and Subject:

10.4.2 Shire President Stamp

File Reference:

Reporting Officer:

Alan O’Toole, Deputy Chief Executive Officer

Author:

Melissa Schilling, Executive Assistant

Disclosure of Interest:

Attachments:

Nil

Summary

Use of Shire President Stamp August 2022.

Background

Nil

Comment

As per Council’s policy, the Shire President Stamp has been used during the months of August 2022 as follows:

- Regional Economic Development Grant Agreement

Consultation

Nil

Statutory Implications

Council Policy

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Shire of Bruce Rock Strategic Community Plan 2017-2027

Governance

Goal 12 Council leads the organisation in a strategic and flexible manner

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION COUNCIL DECISION

Resolution OCM Sep 22 – 10.4.2

Moved: Cr Waye

Seconded: Cr Rajagopalan

That Council endorse the use of the Shire President Stamp during August 2022.

Carried 8/0

10.5 Chief Executive Officer

Agenda Reference and Subject:

10.5.1 CEO Annual Leave and Appointment of Acting CEO

File Reference:

Personnel

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Darren Mollenoyux, Chief Executive Officer

Alan O'Toole, Deputy Chief Executive Officer

Attachments:

Nil

OFFICER RECOMMENDATION COUNCIL DECISION

Resolution OCM Sep 22 – 10.5.1.1

Moved: Cr Kilminster

Seconded: Cr Foss

In accordance with Section 5.23(2) of the Local Government Act 1995, the meeting is closed to the members of the public for this item as the following sub-section applied:

(b) the personal affairs of any person;

Carried 8/0

Summary

Council is asked to consider approval of Annual Leave for the Chief Executive Officer and appoint an Acting CEO during his absence.

Background

The Chief Executive Officer is seeking Annual Leave for two periods during the upcoming school holidays.
Annual Leave - Monday 26 September 2022 (Public Holiday) to Friday 30 September 2022
Work attend WALGA Conference - Sunday 2nd October 2022 to Tuesday 4th October 2022
Annual Leave – Wednesday 5th October to Monday 10th October 2022

The total annual leave days requested is 8. The CEO has adequate annual leave accrual for this request.

In accordance with the Local Government Act and as per Council Policy there will be a requirement to appoint an Acting CEO during this period.

Comment

I have held discussions with the Deputy CEO, Alan O'Toole and I am confident that Alan is capable and suitable to be appointed as Acting CEO during this period. Other managers will also be able to assist Alan in various areas.

The CEO will ensure that several current key projects are able to continue in his absence.

Consultation

Alan O'Toole, Deputy Chief Executive Officer
David Holland, Manager of Works & Services
Melissa Schilling, Executive Assistant

Statutory Implications

Local Government Act 1995

In particular:

5.36 . *Local government employees*

(1) *A local government is to employ —*

- (a) *a person to be the CEO of the local government; and*
- (b) *such other persons as the council believes are necessary to enable the functions of the local government and the functions of the council to be performed.*

5.39 . *Contracts for CEO and senior employees*

- (a) *an employee may act in the position of a CEO or a senior employee for a term not exceeding one year without a written contract for the position in which he or she is acting*

Policy Implications

Policy 3.10 – Appointment of Acting Chief Executive Officer

PREAMBLE

Policy regarding the process to be followed to appoint an Acting Chief Executive Officer.

OBJECTIVE

1. *To ensure compliance with the Local Government Act 1195 s5.39c that requires Local Governments to have a policy regarding the employment of an Acting Chief Executive Officer (CEO).*
2. *To advise Council of the process which needs to be followed in these circumstances.*

POLICY

In its guidance on this subject, the Department of Local Government, Sport and Cultural Industries (DLGSC) notes:

“Where the role of CEO is not fulfilled for a significant period, this leads to increased risk to the operations and governance of the local government. Therefore, local governments are required to develop and implement a policy that outlines the arrangements to temporarily replace a CEO for any period less than twelve months, for example, when a CEO is on planned or unplanned leave. The policy must include the decision-maker(s) for appointing an acting CEO.

As an example, the policy may include employee position titles, specifying that the Council considers a person holding these positions to be suitably qualified and experienced for the position of CEO. In addition, the policy should also include a methodology for the CEO to appoint an Acting CEO from the listed positions for a period of absence of up to four weeks; however any decision regarding the appointment of an Acting CEO for any period exceeding four weeks must be made by the council.

The process currently followed is that while the CEO is taking leave the Deputy Chief Executive Officer is recommended to Council to be approved to fulfil the CEO’s role during this period. However, if the CEO’s absence is known or thought to be liable to extend beyond that expected to encompass the CEO’s usual leave entitlement and up to one year in other circumstances, then the following process should be followed:

1. *The Deputy Chief Executive Officer, the Manager of Works and Services and the Manager of Finance are all recognised as Senior Employees, and as being capable of fulfilling the role of CEO on an Acting basis for up to one year.*
2. *This being the case, in the first instance the Deputy CEO is nominated to Council as being the Acting CEO for up to a period of one year.*
3. *If for any reason this is not possible or not deemed appropriate in the circumstances, then either the Manager of Works and Services or the Manager of Finance can appointed to be Acting CEO for a period of up to one year.*

4. *If this is not possible or not deemed appropriate in the circumstances then Council will initiate a recruitment process to fill the role of Temporary Chief Executive Officer for up to one year. While this process is taking place, an Acting Chief Executive Officer may be appointed from among the Senior Officers until the Temporary Chief Executive Officer is recruited.*

In all of the above examples, Council is the decision making body.

Risk Implications

Risk: That adequate staffing resources are not available to cover the CEO’s period of absence.		
Likelihood	Consequence	Rating
Unlikely	Minor	Low
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “Low” risk and will be managed by routine procedure and is unlikely to need specific application of resources.		

Financial Implications

It is general practice that the Acting Chief Executive Officer is paid higher duties during this time. This is budgeted for in the annual salaries and wages provision.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Governance

- Goal 10 Our organisation is well positioned and has capacity for the future
- Goal 12 Council leads the organisation in a strategic and flexible manner

Voting Requirements

Simple Majority

<p>OFFICER RECOMMENDATION COUNCIL DECISION Resolution OCM Sep 22 – 10.5.1.2</p> <p>Moved: Cr Kilminster Seconded: Cr Foss</p> <p>That in accordance with Section 5.23(2) of the Local Government Act 1995, Council reopens the meeting to the members of the public.</p> <p style="text-align: right;">Carried 8/0</p>

OFFICER RECOMMENDATION COUNCIL DECISION

Resolution OCM Sep 22 – 10.5.1.3

Moved: Cr Kilminster

Seconded: Cr Foss

That Council:

- 1. Approves the annual leave request of the Chief Executive Officer, Darren Mollenoyux for the period commencing on 26th September 2022 up to and including Monday 10th October 2022, excluding the 3rd & 4th October 2022 (to attend the WALGA Conference).**
- 2. Appoint the Deputy Chief Executive Officer, Alan O’Toole as the Acting Chief Executive Officer for the period commencing on 26th September 2022 up to and including Monday 10th October 2022, excluding the 3rd & 4th October 2022**
- 3. That Alan O’Toole is paid at higher duties, equivalent to the current CEO, during the period of higher duties.**

Carried 8/0

Agenda Reference and Subject:

10.5.2 WALGA 2022 Annual General Meeting Motions

File Reference:

1.3.11.3 WALGA General Correspondence

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Nil

Attachments:

Nil

Summary

Council needs to determine its position on the motions put forward for the 2022 WALGA Annual General Meeting.

Background

Council has received the agenda for the WALGA Annual General Meeting to be held on Monday 3rd October 2022. Council has already appointed Cr Strange and Cr Crooks as voting delegates and this item will assist in providing them with direction whilst voting at the meeting.

Comment

Council direction is sought on the following items, the CEO has provided a brief comment and proposed response on each item:

3.1 Road Traffic Issues

This item from the Shire of Dardanup advising that they have experienced a number of instances where preventative action was only taken after fatalities occurred on roads and intersections, despite pleas and requests from the local government, community and stakeholders.

The Motion is;

That WALGA Advocate on behalf of the local government sector to the State Government and in particular, Main Roads, to increase importance and weight given to local knowledge and input regarding road traffic issues including requests for speed reduction, intersection treatments and overall preventative and traffic safety measures.

The Shire of Bruce Rock has also previously had difficulty in seeking changes in speed limits.
Support

3.2 Car Parking and Traffic Congestion Around Schools

The City of Wanneroo has raised this item regarding their concerns around car parking and congestion around Schools.

The motion;

That WALGA engages with the State Government on behalf of Local Government to review issues associated with car parking and traffic congestion around school sites including but not limited to:

- 1. Reviewing car parking standards for schools;*
- 2. Ensuring sufficient land is set aside for the provision of parking on school sites;*
- 3. Reviewing the co-location of schools to avoid issues being exacerbated;*
- 4. Restricting school access from major roads;*
- 5. Developing plans to enable schools to manage school traffic;*
- 6. Develop programs to educate drivers; and*

7. *Develop options and implement initiatives to encourage alternative modes of transport to school.*

This item does not impact the Shire Bruce Rock however the concerns of metropolitan Council's has merit and recommendation should be supported by Council.

Support

3.3 Proposal for Regional Road Maintenance Contracts with Main Roads WA

On 1 April 2022, the McGowan Labour Government announced it was returning up to 660 maintenance road workers back in-house to Main Roads.

An interactive Q-Trip Funding Tool (here) provided by the Queensland Government, details the next four years of State Government and Local Government Partnership providing safer roads and sustainability to regional and remote Shires.

To enable the Shire of Dundas to be involved in the direction of WALGA to assist with issues impacting us directly, and other regional resource communities impacted by the related Acts and Regulations.

Given the recent State Government announcement, there is an opportunity for all Local Governments to look at this proposal from WA State Government on how this proposal to keep jobs in house within Main Roads WA and the possibility to work with local governments when contracting the required road maintenance to Local Governments.

It is suggested that the Queensland Government model, which can be viewed here, works well and allows Councils to recover costs for usage of plant and equipment and recoup plant costs as hire charges against activities to cover all maintenance, depreciation and operating costs for Local Governments as agreed when undertaking joint routine maintenance on State controlled roads.

It is important that when developing this type of model and contract terms to get the document standards and the WHS and the Main Roads Preferred Suppliers correct. In Queensland, Main Roads assisted with these requirements in a partnership arrangement.

If Local Governments across WA are allowed into this space and work for the State Government on a contractual basis, it could be an opportunity to increase revenue significantly, especially in remote rural areas across WA. This would help Council cover cost relating to new imposed WHS Reforms, Local Government Reforms, Auditing Requirements, and associated costs.

The proposed motion is;

That WALGA assist Local Governments and work with the Hon Minister Rita Saffioti to introduce a similar program that is currently in play in Queensland and introduce a sole invitee Program for Local Governments to engage in a Road Maintenance Performance Contract with Main Roads WA.

Support

3.4 Northern Australia Beef Roads Program

The extension to the south of the country of Roads and Beef Road Funding will be vital to get cattle to the saleyards and be competitive with their counterparts from the North who receive Federal Funding to assist them in their efforts to transport cattle.

Reliable access has always been the most significant issue facing the community and businesses operating in the remote Northern Nullarbor region and is a serious concern for those emergency service personnel who are called upon in times of crisis. The 2019-2020 bushfires which closed the

Eyre Highway (effectively the gateway into WA) is an example of inaccessibility. The Trans Access Road is the only road servicing this area and has in the past been impassable for months due to flooding. This project would deliver transport efficiencies, stimulate and support economic activity, and provide a safer access road for regular users, tourists, and emergency service personnel. The Eyre highway is the number one strategic link into Western Australia. The Trans-Access Road is the only road East linking the Aboriginal Communities, remote roadhouses, and pastoral stations. Linking the two roads increases accessibility, safety, and improves the social service access between the communities on both roads. Cattle and sheep movements can be hampered when the Trans Access Road is closed, and WA freight movements (in and out) are hampered when the Eyre highway is closed, as per the bushfire season of 2020.

This road improvement will shorten the distance from 1,041 to 91.7km (within our Shire), making traffic movements more efficient, as well as safer with a better-quality formed road. The Commodities can get to market with increased certainty, safety, and more efficiently.

This is only the situation with one road and their numerous pastoral leaseholders having the same issues in Western Australia and all the southern pastoral leaseholders across Southern Australia.

The proposed motion is;

That That WALGA work with the Hon Madeleine King MP Minister for Resources and Minister for Northern Australia to make Beef Road Funding available to all Australian Local Governments north and south, or establish a Southern Australia Beef Road Funding Program to allow for equitable support across Australia's beef and agriculture industries.

Support

3.5 3D House Printing Building Compliance

The Shire of Dundas have put forward the following resolution;

That WALGA requests:

- 1. Assistance from Minister for Industry and Science The Hon Ed Husic MP, Minister for Housing and Homelessness, Small Business The Hon Julie Collins MP, Minister for Infrastructure, Transport, Regional Development and Local Government The Hon Catherine King MP to work with Ministers from all State and Territory Governments who have Building and Construction in their portfolios, to collaborate and to consider removing impediments within the National Construction Code Series and associated Australian Standards, that dissuade industry from adopting 3D printing as a building method.*
- 2. That the Government provide instruments to incentivise private industry to develop 3D printing and include this as an acceptable building practice.*

Support

3.6 South West Native Title Settlement

The Shire of Gingin and many other Local Governments are being requested to consider parcels of land to be allocated for transfer as part of the South West Native Title Settlement.

The Shire of Gingin has received its third request, totalling approximately 45 parcels of land, for consultation as part of this process and in each instance is provided only 40 days to provide feedback to the Department.

For each land parcel in question, which can be numerous, Council is requested to consider the following:

1. *Is the Shire supportive of the transfer of this land to the Noongar People under the Settlement?*
2. *Does the Shire have any interest in the land?*
3. *Does the Shire have existing or planned infrastructure within the land parcel that requires protection? If yes, please provide details and advise if access to this infrastructure will need to be maintained.*
4. *Is the land parcel subject to any mandatory connection to services?*
5. *Are any future proposals for the land identified? Please provide detail of what is proposed and in what timeframe?*
6. *Are there any future proposals for adjoining land that may affect the land identified in the spreadsheet? If so, in what timeframe?*
7. *Please advise of any proposed planning scheme amendments that may affect the zoning of this land at a State or Local Government level. If a scheme amendment is to occur, what is the change proposed and when will it come into effect?*
8. *Please advise of any known land management issues such as site contamination, hazards, debris or rubbish dumping, unauthorised land use and environmental considerations (such as inundation or similar site constraints).*
9. *Please provide any additional comments on the proposed transfer of this land as part of the Settlement.*

The 40-day consultation does not provide any ability for Local Government to consult with the community regarding Council's support for the land transfer and as such is ignorant as to the changes in land management.

The motion reads;

That WALGA advocate to the State Government that Local Governments be provided with the full list of potential land to be requested for transfer as part of the South West Native Title Settlement and that a minimum of three months be provided for Council to provide feedback.

The Shire of Bruce Rock has faced similar issues with the short time frames provided for the consultation period.

Support

3.7 Land Offset Compensation to Local Governments

It is proposed that Councils similar to the Shire of Gingin who are having large sections of rateable land locked away due to Developer Land Offsets need to be compensated for the loss of revenue.

The Shire of Gingin recently met with the Department of Biodiversity, Conservation and Attractions (DBCA) representatives regarding this matter, and they agreed that the Shire of Gingin is being targeted due to the type of Banksia bush that is within the Shire. The Shire of Gingin is not and will not be the only Local Government targeted through this type of scheme into the future.

There is a motion;

That WALGA advocate to the State Government that the Developer requiring land offsets within another Local Government be required to pay a fee to the Local Government for the loss of rates and ongoing maintenance of infrastructure to the Land.

Support

3.8 Review of Rating Methodology used by Valuer General

The Valuer-General is an entity created under the Valuation of Land Act 1978. The Valuer-General forms part of Landgate's functions.

Landgate valuers conduct independent valuations of property based on the Gross Rental Values (GRVs) or and Unimproved Values (UVs) of a property.

These valuations are used by local governments, government agencies and emergency services as a basis to determine property rates, service charges and levies as well as land tax.

In Victoria, valuations are conducted using the capital improved value of a property. Capital improved value is based on the value of the land plus the buildings on it and any other capital improvements. This method may provide a more fair and equitable assessment of the value of land across various land uses in Western Australia including agriculture, residential, commercial and mining. This in turn would provide a more fair and equitable basis for local government rating.

A review of rating methodologies set in the Valuation of Land Act 1978 would ensure that valuation methods relied upon by local government represent the most appropriate method.

There is a motion;

Advocate for a full review of the rating methodology used by the Valuer-General to value all land in the State of Western Australia.

The comments that the Shire of Serpentine-Jarrahdale have made regarding the basis of valuation used by the Valuer General do have some merit. The basis of valuation used by the Valuer General are determined by the Act, which commenced in 1978. We are not aware if a review has been conducted in this time, however would suspect not. We would expect that land use has varied significantly since 1978, particularly in areas where there is mixed agriculture/commercial ventures.

It would be worth supporting this as there are some examples where the Shire was only able to rate properties at a minimum rate for UV. Homestead blocks in UV rated areas are also only rated at the minimum rate but are not used for agriculture, and so a GRV or different valuation would be a better valuation.

Areas like Serpentine-Jarrahdale, Gingin, and down south would have lots more properties where the UV doesn't adequately reflect the nature of the business being undertaken, like wineries, accommodation, restaurants etc. Shires do ask for spot GRV valuations and it is assumed that this would happen in a lot of cases.

Support

3.9 WA Local Government Rating Model

The Shire of Gingin and many other Local Governments struggle to have appropriate rates raised that are adequate for the correct use of the land within the Shire that addresses the impacts that these ratepayers have on the Shire's Assets.

For example, within the Shire of Gingin, there are large numbers of Unimproved Value (UV) rated properties that have large scale infrastructure servicing significant commercial operations but are captured within the definition as a Rural Pursuit. Some of these properties have tens of millions of dollars of infrastructure but only contribute a UV valuation and an additional differential rate.

If all properties were rated Gross Rental Value (GRV) or the rates based on Capital Value (value that the land would likely sell for on the open market), all rural land would still hold an appropriate GRV/Capital Value that would not be too dissimilar to their current rates, however those that intensify their land would achieve a naturally higher GRV/Capital Value making the rating across a Shire far more equitable, easier to manage and would simplify and reduce the cost of the valuation process.

Whilst not every Council may wish to take this step, it is proposed that the Local Government has the ability to review and decide if it wishes to remove the UV rate. With the Valuer Generals' Office conducting routine valuations for both UV and GRV it would not be out of the question for the valuation to be changed to meet this process.

It is noted that within South Australia and Victoria 89% of the Local Governments use Capital Value, Tasmania is progressing to Capital Value whilst New South Wales is based on Land Value only, Northern Territory is based only on Unimproved Capital Value, Queensland is Site Value and Unimproved Value and the ACT is Unimproved Value only. It is clear that whilst there is a range of valuations across Australia there is a bias growing towards utilising Capital Value of Land.

For example, we have a location within the Shire that has a water license and two bore holes. Whilst this is the extent of the infrastructure, they pump water out 24/7 for bottling in Perth, a GRV/Capital Value would be much higher in value to Council than the minimum rates currently being received. This company has significant heavy vehicles utilising Council roads every day of the week to keep up with the demand and creates significant road maintenance issues for Council.

The impacts of water licenses within the Shire have been dramatic as they are now a strong trading commodity and have doubled the value of land with a water license, yet it is not being considered by the Valuer Generals' Office as part of the overall valuation assessment of the land. Water licenses are incredibly valuable to producers as it increases their productivity and profits from smaller properties and as water licenses are very difficult to access, as allocations are full in most areas, many are trading or selling off portions of licenses clearly showing that water licenses have an inherent value that is increasing rapidly.

There motion is;

That WALGA advocate to the State Government and the Valuer Generals' Office that a different rating model be trialled across several Councils whereby the Unimproved Value rate is abolished, and all properties are rated for Gross Rental Value or Capital Value.

The comments made by Shire of Gingin are very similar to above. The comment about increased traffic is very valid also.

It would be worth supporting both these motions. A fairer rating model going forward would be a positive result. However, there might be some pain in transitioning to a different valuation basis.

Support

3.10 Reform of Cat Act 2011

The Western Australian State Government through the (then) Department of Local Government released a Discussion Paper (January 2011) titled Proposal for Domestic Cat Control Legislation.

This consultation and proposed reform process ultimately led to the Cat Act 2011 (Cat Act) receiving Royal Assent on 1 November 2012. The Cat Act fully commenced in 2013 and was introduced to:

- *provide for the control and management of cats; and*
- *promote and encourage the responsible ownership of cats, and for related matters.*

The Department of Local Government, Sport and Cultural Industries (DLGSC) commenced a statutory review of the Cat Act 2011 and the Dog Amendment Act 2013 in May 2019. The review undertaken by DLGSC was tabled in the WA Parliament by the Minister for Local Government on 27 November 2019.

Findings of the Review in relation to Cat Act included:

2. *Registration of cats is strongly supported. The current three options for periods of registration should remain.*
3. *Registration periods for cats and dogs should be the same.*
4. *A central registration database for cats should be explored.*
5. *Feedback indicated that the wearing of collars and tags achieves the purpose of enabling a cat to be identified by rangers — including making it obvious that it is a domestic cat that has an owner. There is strong support for this to continue with no change.*
6. *Strong support from the public, local governments and industry exists for the practice of microchipping cats to continue.*
7. *Improvements could be made to the way microchip details are stored — this could be in either a national or State-based database.*
8. *Feedback indicated that education on the current requirements of microchipping, focusing on obligations of owners/breeders/rescues when a cat is transferred to a new owner and the need to keep information up-to-date, is necessary to achieve the desired outcomes of reuniting pets with their owners and the obligations of being a responsible cat owner.*
9. *There is strong support for cat numbers and confinement/curfews of cats to be implemented State-wide (in legislation) rather than through individual local laws — to provide consistency among local governments.*
10. *As a means of controlling cat numbers, there were multiple requests in the feedback received for the Cat Act to be brought into alignment with the Dog Act by placing greater restrictions on cat owners in relation to the number of cats that people can own.*
11. *The provisions in the Cat Act for cats to be sterilised should remain.*
12. *Feedback indicated that the age of cat sterilisation should be lowered, although further expert consultation on this will be needed.*

There is a motion;

That the WA Local Government sector requests the WA State Government prioritise reforms to the Cat Act 2011, in accordance with the Statutory Review undertaken and tabled in the State Parliament on 27 November 2019.

It is acknowledged that there needs to be work undertaken to review the Cat Act, however there are more pressing Act Reviews already reviewed that need to be prioritised such as the Local Government Act Reform and the Puppy Farming (Dog Act) need to be implemented which are already in the working process.

Council direction sought

3.11 WALGA Best Practice Governance Review Principles

State Council commissioned the WALGA Best Practice Governance Review in March 2022 to ensure that WALGA's governance model is contemporary and agile and maximises engagement with members.

Governance Reviews allow organisations to re-examine their membership structure, constitution, board role, board composition, governance approach and policies.

There is a motion;

That:

1. *The update on the Best Practice Governance Review project be noted, and*
2. *The principles to inform WALGA's future governance model, as follows and as per the attached Principles document, be endorsed:*
 - a. *Representative – WALGA unites and represents the entire Local Government sector in WA and understands the diverse nature and needs of members, regional communities and economies.*

- b. *Responsive – WALGA is an agile association which acts quickly to respond to the needs of members and stakeholders.*
- c. *Results Oriented–WALGA dedicates resources and efforts to secure the best outcomes for Local Government and supports the delivery of high-quality projects, programs and services.*

Support

Consultation	Nil
Statutory Implications	Nil
Policy Implications	Nil
Financial Implications	Nil

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Governance

Goal 10 – Our organisation is well positioned and has capacity for the future

Goal 12 – Council leads the organisation in a strategic and flexible manner

Voting Requirements Simple Majority

OFFICER RECOMMENDATION COUNCIL DECISION

Resolution OCM Aug 22 – 10.5.2

Moved: Cr Rajagopalan

Seconded: Cr Verhoogt

That Council consider the motions for the WALGA Annual General Meeting to be held on the 3rd October 2022 and provide guidance to the voting delegates.

Carried 8/0

Agenda Reference and Subject:

10.5.3 Request to Keep Additional Dogs in Townsite

File Reference:

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Nil

Attachments:

Nil

Summary

Council is asked to consider an application from Kerry Fullbrook to keep more than two dogs at a property within the Bruce Rock Townsite, under Council's Local Laws relating to the Keeping of Dogs.

Background

Council has received an application from Kerry Fullbrook to keep four dogs at 24 Osborne Street, Bruce Rock which she will be renting privately. The four dogs details are as follows;

	Breed	Name	Age	Sex	M/chip	Sterilised
1	Kelpie	Ruby	3	F	Y	Y
2	Kelpie	Skipper	10	M	Y	Y
3	Kelpie		20	F	Y	Y
4	Irish Wolfhound x Bull Arab x Mastiff Cross	Jazzy	4	F	Y	Y

Kerry Fullbrook made the following comments in her letter:

Dog 1

Is used for stock work and competitions

Well trained

Well-mannered and socially behaved

Dog 2

Ex working dog as of last year

Extremely well-mannered and socially behaved

Has health condition which will reduce its life expectancy

Dog 3

Very old (20 years) looking after until its time comes

Very quiet and socially behaved and well mannered

Dog 4

This request dog is being relocated in 5 months

Well natured and socially mannered

The request is to keep dogs 1, 2 & 3 long term at 24 Osborne Street, Bruce Rock and dog 4 for a short-term period of 5 months.

The request is for the period starting at the end of September 2022 by which time the applicant has advised in the letter that a 5-foot dog mesh fence, secured at the bottom will be installed.

Comment

After liaising with the Wheatbelt Ranger Service, who assist in Council dog controls, and in accordance with Council's Dogs Local Laws it is recommended that Council accepts the application with the following conditions;

- As per the applicants letter a 5-foot fence must be installed prior to approval and the fence and gates around the property must be maintained and remain secured condition to contain the dogs at all times.
- Yards to be maintained in a clean well-kept condition
- All dogs to be microchipped and registered with the local government.
- That the keeping of additional dogs (beyond 2) will not be considered, if any of the above animals is deceased.
- That the applicant be advised that the Shire of Bruce Rock reserves the right to revoke this approval in accordance with section 26(3)(c) of the Dog Act should any of the above conditions not be met, or any complaints or nuisance resulting from the keeping of four dogs on the property.

Consultation

Wheatbelt Ranger Services

Statutory Implications

Shire of Bruce Rock Dogs Local Law Reviewed 2019

PART 3—REQUIREMENTS AND LIMITATIONS ON THE KEEPING OF DOGS

3.1 Dogs to be confined

- (1) *An occupier of premises on which a dog is kept must—*
 - (a) cause a portion of the premises on which the dog is kept to be fenced in a manner capable of confining the dog;*
 - (b) ensure the fence used to confine the dog and every gate or door in the fence is of a type, height and construction which having regard to the breed, age, size and physical condition of the dog is capable of preventing the dog at all times from passing over, under or through it;*
 - (c) ensure that every gate or door in the fence is kept closed at all times when the dog is on the premises and is fitted with a proper latch or other means of fastening it;*
 - (d) maintain the fence and all gates and doors in the fence in good order and condition; and*
 - (e) where no part of the premises consists of open space, yard or garden or there is no open space or garden or yard of which the occupier has exclusive use or occupation, ensure that other means exist on the premises (other than the tethering of the dog) for effectively confining the dog within the premises.*
- (2) *Where an occupier fails to comply with subclause (1), he or she commits an offence.*
 - (3) *Notwithstanding subclauses (1) and (2), the confinement of dangerous dogs is dealt with in the Act and Regulations.*

3.2 Limitation on the number of dogs

- (1) *This clause does not apply to premises which have been—*
 - (a) licensed under Part 4 as an approved kennel establishment; or*
 - (b) granted an exemption under section 26(3) of the Act.*
- (2) *The limit on the number of dogs which may be kept on any premises is, for the purpose of Dogs Local Law 2005*
 - (a) 2 dogs over the age of 3 months and the young of those dogs under that age if the premises are situated within a townsite; or*
 - (b) 4 dogs over the age of 3 months and the young of those dogs under that age if the premises are situated outside a townsite.*

Dog Act 1976 – Section 26 Limitations as to Numbers

(3) *Where by a local law under this Act a local government has placed a limit on the keeping of dogs in any specified area but the local government is satisfied in relation to any particular premises that the provisions of this Act relating to approved kennel establishments need not be applied in the circumstances, the local government may grant an exemption in respect of those premises but any such exemption —*

- (a) *may be made subject to conditions, including a condition that it applies only to the dogs specified in the exemption; and*
- (b) *cannot authorise the keeping in or at those premises of —*
 - (i) *more than 6 dogs that have reached 3 months of age; or*
 - (ii) *a dog under that age unless it is a pup of a dog whose keeping is authorised by the exemption; and*
- (c) *may be revoked or varied at any time.*

Policy Implications Nil

Risk Implications

Risk: That the number of dogs could create excessive noise and be subject to complaints from neighbours		
Likelihood	Consequence	Rating
Possible	Moderate	Moderate
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “High”. As a high-risk matter, the Chief Executive Officer will be monitoring progress.		

Financial Implications

Each Dog will require registration and the appropriated legislated fees will apply.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Governance

Goal 12 Council leads the organisation in a strategic and flexible manner

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION COUNCIL DECISION

Resolution OCM Aug 22 – 10.5.3

Moved: Cr Kilminster

Seconded: Cr Waye

1) That the application to home three dogs (being 1, 2 & 3) at 24 Osborne Street, Bruce Rock be approved and a short-term approval to the 28th February 2023 for dog number 4, with the following conditions: -

a) The dogs housed are –

	Breed	Name	Age	Sex	M/chip	Sterilised
1	Kelpie	Ruby	3	F	Y	Y
2	Kelpie	Skipper	10	M	Y	Y
3	Kelpie		20	F	Y	Y
4	Irish Wolfhound x Bull Arab x Mastiff Cross	Jazzy	4	F	Y	Y

b) As per the applicants letter a 5-foot fence must be installed prior to occupancy and the fence and gates around the property must be maintained and remain secured condition to contain the dogs at all times.

c) Yards to be maintained in a clean well-kept condition

d) All dogs to be microchipped and registered with the local government.

2) That the keeping of additional dogs (above 2) will not be considered, if any of the above animals is deceased.

3) That the applicant be advised that the Shire of Bruce Rock reserves the right to revoke this approval in accordance with section 26(3)(c) of the Dog Act should any of the above conditions not be met, or any complaints or nuisance resulting from the keeping of four dogs on the property.

Carried 6/2

11. Regional Reports

Agenda Reference and Subject:

11.1.1 WALGA Zone Minutes August 2022

File Reference:

1.6.5.1 WALGA Zone Minutes and Agendas

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Nil

Attachments:

Item 11.1.1 Attachment A – WALGA Zone Meeting Minutes

Summary

Council is asked to receive the minutes from the previous WALGA Great Eastern Zone Meeting.

Background

The recent WALGA Great Eastern Zone Meeting was held on the 29th August 2022 at the Merredin Recreation Centre.

Comment

To encourage the improved awareness and promote a better understanding by all Councillors it is recommended that WALGA Zone minutes be read and received by Council. Cr Strange (via Microsoft Teams), Cr Crooks and the CEO attended the meeting.

The following items from the minutes are drawn to Councillors' attention;

Executive Officer

The Zone was informed that James McGovern will be taking over as the WALGA Great Eastern Zone Executive Officer due to some restructuring of roles and responsibilities at WALGA and changes to Tony Brown's position.

Presentations

- WALGA President Karen Chappell attended the meeting and gave an update and provided comments on her recent meeting with the Minister for Local Government around the LG Reforms and timeframes.
- Regional Manager of WA Primary Health Alliance – Proposed Wheatbelt Health & Wellbeing Plan
- DFES Regional Telecommunications Resilience Improvements
- National Recovery & Resilience Agency – Overview of Agencies Role following natural disasters

7.3.1 WALGA Great Eastern Zone Conference

The Zone has resolved to hold a one day conference in Merredin in March or April 2023.

8.1 Review of the Biosecurity and Agriculture Management Act 2007

The first 10-year statutory review of the Biosecurity and Agriculture Management Act 2007 (BAM Act) is currently underway; this is a key opportunity for Local Government to influence the how post-border biosecurity is managed in Western Australia.

WALGA is seeking Zones' consideration of the recommendations included in the Discussion Paper to inform its submission to the Review on behalf of the sector and the development of an updated

Biosecurity Advocacy Position. WALGA intends to put an updated Policy Position to the December State Council meeting.

The full resolution of the Zones response is included in the attachment.

A full copy of the minutes and supporting documentation is provided as Attachment A.

Consultation Nil

Statutory Implications Nil

Policy Implications Nil

Risk Implications

Risk: That Council does not receive the minutes or object to decisions of the WALGA Great Eastern Zone meeting.

Likelihood	Consequence	Rating
Rare	Insignificant	Low

Action / Strategy

This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “Low” risk and will be managed by routine procedure and is unlikely to need specific application of resources.

Financial Implications Nil

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Governance

Goal 12 – Council leads the organisation in a strategic and flexible manner

12.2 Continue to build our voice and strategic projects within our regional groupings

Voting Requirements Simple Majority

COMMITTEE RECOMMENDATION COUNCIL DECISION

Resolution OCM Sep 22 – 11.1.1

Moved: Cr Rajagopalan

Seconded: Cr Foss

That Council receives the minutes of the WALGA Great Eastern Zone Meeting held on the 29th August 2022 at the Kellerberrin Recreation Centre.

Carried 8/0

Agenda Reference and Subject:

11.1.2 CEACA Meeting August 2022 Minutes

File Reference:

4.10.10.1 CEAA Minutes and Agendas

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Nil

Attachments:

Item 11.1.2 Attachment A – CEACA General Committee Minutes

Summary

Council is asked to receive the minutes from the previous CEACA Inc. Meeting.

Background

The 9 member Councils of the Central Eastern Aged Care Alliance (CEACA Inc.) held its General Meeting on the 31st August 2022 at the Merredin Recreation Centre.

Comment

To assist with the Councillors' continued understanding and updates on CEACA Inc., and its associated projects, the minutes will be presented for receiving after each CEACA Inc. meeting.

The CEO and Cr Waight attended the meeting.

A copy of the minutes has been provided to Council for their reference.

Consultation

Discussions were held at the CEACA Inc. Committee Meeting

Statutory Implications Nil

Policy Implications Nil

Financial Implications Nil

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Community

Goal 7 – Community are engaged and have a healthy lifestyle

7.1 Encourage and help facilitate the administration of the planned CEACA units

7.3 Continue to work towards achieving the strategies of the Age Friendly Community Plan

Governance

Goal 12 – Council leads the organisation in a strategic and flexible manner

12.2 Continue to build our voice and strategic projects within our regional groupings

Voting Requirements Absolute Majority

COMMITTEE RECOMMENDATION COUNCIL DECISION

Resolution OCM Sep 22 – 11.1.2

Moved: Cr Rajagopalan

Seconded: Cr Kilminster

That Council receives the minutes of the CEACA Inc General Meeting held on the 31st August 2022 at the Kellerberrin Recreation Centre.

CARRIED BY ABSOLUTE MAJORITY 8/0

Agenda Reference and Subject:

11.1.3 WEROC Inc Meeting Minutes September 2022

File Reference:

1.6.9.1 WEROC Inc Agendas and Minutes

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Nil

Attachments:

Item 11.1.3 Attachment A – WEROC Inc Board Meeting Minutes

Summary

Council is asked to receive the minutes from the previous WEROC Inc Board Meeting.

Background

The last WEROC Inc Board Meeting and Annual General Meeting were held on the 5th September 2022 at the Shire of Tammin Council Chambers.

Comment

To encourage the WEROC Inc partnership and promote a better understanding by all Councillors it is recommended that WEROC Inc minutes be read and received by Council.

The CEO and Cr Waight attended the meeting.

The following items are highlighted for Councils attention;

7.2 Designated Area Migration Agreement

The meeting considered the information from the presentation on Designated Area Migration Agreement (DAMA).

The WEROC survey conducted in April/May 2022 yielded 24 responses. A summary of the output from this survey is provided as an attachment. On 17 May 2022, RDA Wheatbelt and other members of the DAMA working group distributed a revised version of the WEROC survey across the whole of the Wheatbelt. The data obtained through the earlier WEROC survey will be provided to RDA Wheatbelt to include within their analysis.

As outlined from the minutes it was agreed not to pursue the DAMA at this stage due to reasons outlined, however continue to prepare a position paper on the current worker shortage and focus on other areas such as worker accommodation shortages etc.

7.3 WEROC – Strategic Waste Management Plan

Discussions was held regarding the progression of this strategic approach and how to move forward in a way that all Shires could work together with the resources and funding that we have.

The meeting resolved;

That the CEO's and EHO would meet to work towards progressing the plan and to investigate options for Waste Grants.

7.5 Presentation by Dr Karl O'Callaghan – Wheatbelt NRM

Dr O'Callaghan made a presentation to the meeting on the damage and control of corellas in the Wheatbelt, looking at a unified approach.

7.6 Presentation - Kellerberrin Men’s Shed Event

Kylie Whitehead and a representative of the Kellerberrin Men’s Shed gave a presentation on behalf of the Kellerberrin Men’s Shed on their proposed “Inaugural Western Australian Festival of Men’s Sheds 21st April to 19th May, 2023”, were they were seeking a donation/sponsorship of \$15,000 from WEROC.

The WEROC Board agreed to only provide a letter of support and that the Kellerberrin Men’s Shed should seek funding from alternative sources and grant bodies.

7.7 Presentation by Rik Soderland – Wheatbelt Business Network

Rik Soderland, CEO of Wheatbelt Business Network (WBN) gave a presentation procurement and support for local businesses.

The next WEROC Meeting will be held at 9.30am, 21st November 2022 at the Shire of Bruce Rock, obviously this is a busy time for farmers however it is a great opportunity to attend a regional meeting that will be held here if any Councillors are available.

- Consultation** Nil
- Statutory Implications** Nil
- Policy Implications** Nil

Risk Implications

Risk: That Council does not receive the minutes or object to decisions of the WEROC Inc Board meeting.		
Likelihood	Consequence	Rating
Rare	Insignificant	Low
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “Low” risk and will be managed by routine procedure and is unlikely to need specific application of resources.		

Financial Implications Nil

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Governance

Goal 12 – Council leads the organisation in a strategic and flexible manner

- 12.2 Continue to build our voice and strategic projects within our regional groupings

Voting Requirements

Simple Majority

<p>COMMITTEE RECOMMENDATION COUNCIL DECISION Resolution OCM Sep 22 – 11.1.3</p> <p>Moved: Cr Foss Seconded: Cr Kilminster</p> <p>That Council receives the minutes of the WEROC Inc Board Meeting held on the 5th September 2022 at the Shire of Tammin Council Chambers.</p> <p style="text-align: right;">Carried 8/0</p>

12. New Business of an urgent nature introduced by discussion of the meeting

Agenda Reference and Subject:

12.1.1 Offer to Purchase 113 Butcher St, Bruce Rock

File Reference:

A15 113 Butcher Street, Bruce Rock

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Nil

Attachments:

*Item 12.1.1 Attachment A - Confidential Market Valuation -
113 Butcher Street*

Summary

Council is asked to consider an offer from A & T Nation to purchase a vacant Council lot at 113 Butcher St, Bruce Rock.

Background

On the 5th August 2022 Council received a written offer of \$6,000 inc gst from Andrew & Tania Nation to purchase one of Council's vacant lot located at 113 Butcher St, Bruce Rock.

The applicant has advised that they will be building a house on the site and relocating, should they be successful in purchasing the land.

Comment

This lot has been available for purchase on Council's vacant land list and website for over 12 years, with no interest to date. There are 9 vacant lots within the Townsite of Bruce Rock owned by Council and available for purchase.

In considering the offer Council needs to consider the length of time the land has been available with no offers and potential benefits from selling the lot, such as no longer requiring maintenance of the lot, a new property and residents in town with obvious benefits that comes with that.

As per section 3.58 of the Local Government Act a valuation of the land is required for Council's consideration and assessment against the offer from the applicant.

A market valuation has been undertaken and the market valuation is assessed as below;

Vacant Land - 113 Butcher St, Bruce Rock

Market Valuation Extract

*There is little consistency between market evidence indicating a broader value range. The above information and the evidence attached herein indicates a Market Valuation Range of **\$10,000 to \$20,000**. We have adopted the midpoint of **\$15,000** in this instance, reflecting a land rate of \$15/m².*

Consultation

Jennifer Bow, Manager of Finance

Mike Darby, Senior Finance Officer

Statutory Implications

Local Government Act 1995 - Sect 3.58

3.58 - Disposing of property

- (1) In this section —
dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;
property includes the whole or any part of the interest of a local government in property, but does not include money.
- (2) Except as stated in this section, a local government can only dispose of property to —
(a) the highest bidder at public auction; or
(b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.
- (3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
(a) it gives local public notice of the proposed disposition —
(i) describing the property concerned; and
(ii) giving details of the proposed disposition; and
(iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;
and
(b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.
- (4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —
(a) the names of all other parties concerned; and
(b) the consideration to be received by the local government for the disposition; and
(c) the market value of the disposition —
(i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or

Policy Implications Nil

Risk Implications

Risk: If Council does not approve the disposal of land it may remain sold for an unknown period of time.		
Likelihood	Consequence	Rating
Possible	Moderate	Moderate
Action / Strategy		
That Council seek an amicable arrangement to assist in the development of the lot and increasing investment into Bruce Rock.		

Financial Implications

Council has a budget provision of \$15,000 in 2022/23 for the income for sale of vacant land.

Council needs to consider the offer of \$6,000 inc gst against the market valuation of \$15,000.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Infrastructure

Goal 3: Assist the local economy to grow

Goal 4: Workers and their families can work and reside in the Shire

- 4.3 – Promote existing residential land and plan for future commercial and residential land developments to meet current and future needs

Voting Requirements Absolute Majority

Officer Recommendation

That Council:

1. Considers the offer of \$6,000 from Andrew & Tania Nation to purchase Council's vacant lot located at 113 Butcher St, Bruce Rock. and;
2. If Council agrees then
 - a) In accordance with section 3.58 of the Local Government Act Council authorises the Chief Executive Officer to give local public notice of its intention to dispose of the following lot to Andrew & Tania Nation for the amounts stated below;
113 (Lot 143) Butcher St, Bruce Rock \$_____ inc GST
 - b) That at the conclusion of the advertising period should there be no public submissions the CEO be authorised to proceed with the lease or if submissions are received an item be presented to the October 2022 Ordinary Meeting of Council to consider, prior to the execution of the disposal/sale of 113 (Lot 143) Butcher St, Bruce Rock.

Council decision varied to Officer Recommendation to determine a figure of \$10,500 inc GST.

COUNCIL DECISION

Resolution OCM Sep 22 – 12.1.1

Moved: Cr Crooks

Seconded: Cr Verhoogt

That Council:

1. **Considers the offer of \$6,000 from Andrew & Tania Nation to purchase Council's vacant lot located at 113 Butcher St, Bruce Rock. and;**
2. **If Andrew and Tanya Nation agree then;**
 - a) **In accordance with section 3.58 of the Local Government Act Council authorises the Chief Executive Officer to give local public notice of its intention to dispose of the following lot to Andrew & Tania Nation for the amounts stated below;
113 (Lot 143) Butcher St, Bruce Rock \$10,500 inc GST**
 - b) **That at the conclusion of the advertising period should there be no public submissions the CEO be authorised to proceed with the lease or if submissions are received an item be presented to the October 2022 Ordinary Meeting of Council to consider, prior to the execution of the disposal/sale of 113 (Lot 143) Butcher St, Bruce Rock.**

CARRIED BY ABSOLUTE MAJORITY 8/0

Agenda Reference and Subject:

12.1.2 Offer to Purchase 39 Railway Parade, Bruce Rock

File Reference:

A434 39 Railway Parade, Bruce Rock

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Nil

Attachments:

*Item 12.1.2 Attachment A - Confidential Market Valuation –
39 Railway Parade Bruce Rock*

Summary

Council is asked to consider an offer from Mary Schick to purchase a vacant Council lot at 39 (lot 184) Railway Parade, Bruce Rock.

Background

On the 6th September 2022 Council received a written offer of \$10,500 inc gst from Mary Schick to purchase one of Council's vacant land located at 39 (lot 184) Railway Parade, Bruce Rock.

The applicant has advised that they will be building a shed on the site which is located next to Mary Schick's property.

Comment

This lot has been available for purchase on Council's vacant land list and website for the past three years, with Mary Schick previously making lower offers for the same lot. There are 9 vacant lots within the Townsite of Bruce Rock owned by Council and available for purchase.

In considering the offer Council needs to consider the length of time the land has been available with little interest and potential benefits from selling the lot, such as no longer requiring maintenance of the lot.

As per section 3.58 of the Local Government Act a valuation of the land is required for Council's consideration and assessment against the offer from the applicant.

A market valuation has been undertaken and the market valuation is assessed as below;

Vacant Land 39 Railway Parade, Bruce Rock

Market Valuation Extract

*There is little consistency between market evidence indicating a broader value range. The above information and the evidence attached herein indicates a Market Valuation Range of **\$10,000 to \$20,000**. We have adopted the midpoint of **\$15,000** in this instance, reflecting a land rate of \$15/m².*

Consultation

Jennifer Bow, Manager of Finance

Mike Darby, Senior Finance Officer

Statutory Implications

Local Government Act 1995 - Sect 3.58

3.58 - Disposing of property

(1) In this section —

dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;

property includes the whole or any part of the interest of a local government in property, but does not include money.

- (2) Except as stated in this section, a local government can only dispose of property to —
 - (a) the highest bidder at public auction; or
 - (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.

- (3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
 - (a) it gives local public notice of the proposed disposition —
 - (i) describing the property concerned; and
 - (ii) giving details of the proposed disposition; and
 - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;
 and
 - (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

- (4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —
 - (a) the names of all other parties concerned; and
 - (b) the consideration to be received by the local government for the disposition; and
 - (c) the market value of the disposition —
 - (i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or

Policy Implications Nil

Risk Implications

Risk: If Council does not approve the disposal of land it may remain sold for an unknown period of time.		
Likelihood	Consequence	Rating
Possible	Moderate	Moderate
Action / Strategy		
That Council seek an amicable arrangement to assist in the development of the lot and increasing investment into Bruce Rock.		

Financial Implications

Council has a budget provision of \$15,000 in 2022/23 for the income for sale of vacant land.

Council needs to consider the offer of \$10,500 inc gst against the market valuation of \$15,000

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Infrastructure

Goal 3: Assist the local economy to grow

Goal 4: Workers and their families can work and reside in the Shire

- 4.3 – Promote existing residential land and plan for future commercial and residential land developments to meet current and future needs

Voting Requirements Absolute Majority

Officer Recommendation

That Council:

1. Considers the offer of \$10,500 inc gst from Mary Schick to purchase Council's vacant lot located at 39 Railway Pde, Bruce Rock. and;
2. If Council agrees then
 - a) In accordance with section 3.58 of the Local Government Act Council authorises the Chief Executive Officer to give local public notice of its intention to dispose of the following lot to Mary Schick for the amounts stated below;
39 (Lot 184) Butcher St, Bruce Rock \$10,500 inc GST
 - b) That at the conclusion of the advertising period should there be no public submissions the CEO be authorised to proceed with the lease or if submissions are received an item be presented to the October 2022 Ordinary Meeting of Council to consider, prior to the execution of the disposal/sale of 39 (Lot 184) Railway Parade, Bruce Rock.

Council decision varied to Officer Recommendation to direct the CEO to write to the applicant requesting further information regarding the intended usage of the land and proposed structure.

COUNCIL DECISION

Resolution OCM Sep 22 – 12.1.1

Moved: Cr Crooks

Seconded: Cr Kilminster

To assist Council in making a determination, the CEO write to the applicant requesting further information regarding the intended usage of the land and proposed structure.

CARRIED BY ABSOLUTE MAJORITY 8/0

Mrs M Schilling left the Council Chambers at 4.38pm

Mr A O'Toole left the Council Chambers at 4.38pm

13. Confidential Items

Agenda Reference and Subject:

13.1.1 Senior Employee – Contract Extension

File Reference:

Personnel

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Nil

Attachments:

Nil

COUNCIL DECISION

Resolution OCM Sep 22 – 13.1.1.1

Moved: Cr Rajagopalan

Seconded: Cr Foss

That in accordance with Section 5.23(2) of the Local Government Act 1995, the meeting is closed to the members of the public for this item as the following sub-section applied:

(b) the personal affairs of any person;

Carried 8/0

COUNCIL DECISION

Resolution OCM Sep 22 – 13.1.1.2

Moved: Cr Rajagopalan

Seconded: Cr Waye

That in accordance with Section 5.23(2) of the Local Government Act 1995, Council reopens the meeting to the members of the public.

Carried 8/0

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Sep 22 – 13.1.1.3

Moved: Cr Foss

Seconded: Cr Waye

That Council endorses the contract extension and variation of days of Mr David Holland as the Manager of Works and Services for a further three (3) year period ending on the 4th May 2026. and; The contract be varied to amend days of work, whilst maintain the same hours.

Carried 8/0

Cr J Verhoogt and Cr AR Crooks left the Council Chambers at 5.05pm.

Mrs M Schilling and Mr A O'Toole returned to the Council Chambers at 5.05pm.

Agenda Reference and Subject:

13.1.2 Expressions of Interest for Leasing of Industrial Unit 2, 9-11 Swan Street

File Reference:

Reporting Officer:

Alan O'Toole, Deputy Chief Executive Officer

Author:

Alan O'Toole, Deputy Chief Executive Officer

Disclosure of Interest:

Cr J Verhoogt, Cr Crooks

Attachments:

Item 13.1.2 Attachment A – CONFIDENTIAL Submissions

COUNCIL DECISION

Resolution OCM Sep 22 – 13.1.2.1

Moved: Cr Rajagopalan

Seconded: Cr Waye

That in accordance with Section 5.23(2) of the Local Government Act 1995, the meeting is closed to the members of the public for this item as the following sub-section applied:

(e) a matter that if disclosed would reveal -

(ii) information that has a commercial value to a person; or

(iii) information about the business, professional, commercial or financial affairs of a person

Carried 6/0

COUNCIL DECISION

Resolution OCM Sep 22 – 13.1.2.2

Moved: Cr Foss

Seconded: Cr Rajagopalan

That in accordance with Section 5.23(2) of the Local Government Act 1995, Council reopens the meeting to the members of the public.

Carried 6/0

Officer Recommendation

That Council awards the Lease of Unit 2, 9-11 Swan Street, Bruce Rock to _____ for an initial three-year period, with the option of a further three years on the agreement of both parties.

Council decision varied to Officer Recommendation to award the Lease of Unit 2,9-11 Swan Street Bruce Rock to Plant Profit Consulting Pty Ltd and Yield Movement.

COUNCIL DECISION

Resolution OCM Sep 22 – 13.1.2.3

Moved: Cr Foss

Seconded: Cr Rajagopalan

That Council awards the Lease of Unit 2, 9-11 Swan Street, Bruce Rock to Plant Profit Consulting Pty Ltd and Yield Movement for an initial three-year period, with the option of a further three years on the agreement of both parties.

Carried 4/2

Cr Verhoogt and Cr Crooks returned to the Council Chambers at 5.22pm.

14. Closure of Meeting

The Shire President Stephen Strange thanked everyone for their attendance and declared the meeting closed at 5.23pm.

These minutes were confirmed at a meeting on 20 October 2022.

Cr Stephen Strange
Shire President
20 October 2022



Shire of
Bruce Rock

Where friends become family



Agenda Attachments

Thursday 15 September 2022

SHIRE OF BRUCE ROCK
AGENDA ATTACHMENTS 15 SEPTEMBER 2022

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SHIRE OF BRUCE ROCK

MINUTES – ORDINARY MEETING 18 AUGUST 2022

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SHIRE OF BRUCE ROCK

MINUTES – ORDINARY MEETING 18 AUGUST 2022

1. Declaration of Opening

The Shire President Cr SA Strange declared the meeting open at 3.07pm

2. Record of Attendance/Apologies/Leave of Absence (Previously Approved)

President	Cr SA Strange
Councillors	Cr AR Crooks Cr KP Foss CR NC Kilminster Cr PG Negri Cr R Rajagopalan Cr RA Way Cr BJ Waight
Chief Executive Officer	Mr DRS Mollenoyux
Executive Assistant	Mrs M Schilling (Minutes)
Manager of Finance	Mrs JL Bow (5.10pm – 5.37pm)
Leave of Absence	Cr J Verhoogt

3. Declarations of Interest

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

Date	Name	Item No	Reason

In accordance with Section 5.65 of the Local Government Act 1995 the following disclosures of **Closely Association Person and Impartiality** interest were made at the Council meeting.

Date	Name	Item No	Reason
18.08.22	Cr NC Kilminster	10.4.2	Committee Member of Open Gardens Group

In accordance with Section 5.60B and 5.65 of the Local Government Act 1995 the following disclosures of **Proximity** interest were made at the Council meeting.

Date	Name	Item No	Reason

4. Response to Previous Public Questions Taken on Notice

5. Public Question Time

6. Petitions/Deputations/Presentations/Submissions

7. Applications for Leave of Absence

8. Announcements by Presiding Member

9. Confirmation of Minutes

Ordinary Meeting of Council held on Thursday 21 July 2022

COUNCIL DECISION

Resolution OCM Aug 22 – 9.1.1

Moved: Cr Crooks

Seconded: Cr Foss

That the minutes of the Ordinary Meeting held Thursday 21 July 2022 be confirmed as a true and correct record.

Carried 8/0

Works and Services Committee Meeting held on Tuesday 2 August 2022

COUNCIL DECISION

Resolution OCM Aug 22 – 9.1.2

Moved: Cr Waye

Seconded: Cr Foss

That the minutes of the Works and Services Committee Meeting held Tuesday 2 August 2022 be received.

Carried 8/0

Special Council Meeting held on Monday 8 August 2022

COUNCIL DECISION

Resolution OCM Aug 22 – 9.1.3

Moved: Cr Waight

Seconded: Cr Crooks

That the minutes of the Special Council Meeting held 8 August 2022 be confirmed as a true and correct record.

Carried 8/0

10. Officers' Reports

10.1 Manager of Works and Services

Nil

10.2 Manager of Finance

Agenda Reference and Subject:	
	10.2.1 Statement of Financial Activity
File Reference:	8.2.6.2 Financial Reporting
Reporting Officer:	Jennifer Bow, Manager of Finance
Author:	Jennifer Bow, Manager of Finance
Disclosure of Interest	Nil
Attachment:	Nil

Comment

The Statement of Financial Activity for the month ending 31st July 2022 is unable to be prepared and presented to this meeting as Council are yet to adopt the material variances for the report and also the Annual Budget for 2022-23.

The Statement of Financial Activity for July and August 2022 will be presented to the Council meeting in September 2022.

Agenda Reference and Subject:

10.2.2 List of Payments

File Reference:

8.2.3.3 Accounts Payable (Creditors)

Reporting Officer:

Jennifer Bow, Manager of Finance Officer

Author:

Mike Darby, Senior Finance Officer

Disclosure of Interest:

Nil

Attachments:

Item 10.2.2 Attachment A – List of Payments July 2022

Summary

List of payments made since the last Ordinary Council Meeting.

Background

As the Chief Executive Officer has been delegated the authority to make payments from the municipal and trust funds, a list of payments made is to be presented to Council each month. Also, in accordance with Finance Policy Number 2.3, included is a list of payments made with the CEO’s credit card.

Comment

Following is a list of payments made from Council’s Municipal and Trust Accounts and payments made with the CEO’s credit card for the month of July 2022.

If you have any queries regarding the list of payments, please advise prior to the meeting to enable staff to seek relevant information.

Consultation

Nil

Statutory Implications

s.6.10 Local Government Act 1995

r.13(1) Local Government (Financial Management) Regulations 1996

Policy Implications

Nil

Risk Implications

Risk: Payments are not monitored against approved budget and delegation.		
Likelihood	Consequence	Rating
Possible	Minor	Moderate
Action / Strategy		
The monthly list of payments provides an open and transparent record of payments made under the appropriate approved delegations.		

Financial Implications

Payments must be made in accordance with 2021/22 Budget and proposed 2022/23 Budget.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Governance

Goal 12 Council leads the organisation in a strategic and flexible manner

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION COUNCIL DECISION

Resolution OCM Aug 22 – 10.2.2

Moved: Cr Waight

Seconded: Cr Crooks

That Council endorse the list of payments from the:

1. Municipal Account consisting of:

- a. EFT voucher numbers EFT19810 to EFT20052 totalling \$1,148,400.46
- b. Cheque number 80 to 84 totalling \$29,438.45
- c. Trust EFT Payments
- d. Wages and Superannuation payments totalling \$186,866.54 and
- e. Credit Card payments \$745.25

With all payments totalling \$1,364,705.45 for the month of July 2022.

Carried 8/0

Agenda Reference and Subject:	10.2.3 Setting Material Variance for Monthly Financial Reports
File Reference:	8.2.6.2 Annual Financial Statements
Reporting Officer:	Jennifer Bow, Manager of Finance
Author:	Jennifer Bow, Manager of Finance
Disclosure of Interest	Nil
Attachments	Nil

Summary

Each year, the Audit Committee is to re-set the material variance levels for the Monthly Financial Statements.

Background

The material variance is either a percentage or monetary value that highlights when explanations are to be made as to why there is a variance between the actual amount and the budgeted year to date figure.

Comment

Each financial year, the local government is to adopt a percentage or value, calculated in accordance with AAS 5, to be used in the statements of financial activity for reporting materials variances.

Council have been using a variance of 10% or an amount of \$5,000. In the past, staff have consulted with Council’s auditor, Dry Kirkness, however at the time of producing the Agenda, no response has been received.

Consultation

Darren Mollenoyux, Chief Executive Officer
 Jennifer Bow, Manager of Finance
 Robert Hall, Audit Director, Dry Kirkness (OAG’s contract auditors)

Statutory Implications

Local Government (Financial Management) Regulations 1996, r.34(5), Local Government Act 1995, Local Government (Audit) Regulations 1996

Risk Implications

Risk: That the adopted variance is not appropriate to measure material variances in the financial reports.		
Likelihood	Consequence	Rating
Almost Certain	Major	Extreme
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “Extreme” risk. As an Extreme Risk, the Chief Executive Officer and the Manager of Finance will be monitoring the progress regularly.		

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Strategic Community Plan 2017-2027

Governance

Goal 12 Council leads the organisation in a strategic and flexible manner

10 Year Outcome – We are financially viable whilst meeting all levels of compliance

Voting Requirements

Simple Majority

COMMITTEE RECOMMENDATION COUNCIL DECISION

Resolution OCM Aug 22 – 10.2.3

Moved: Cr Rajagopalan

Seconded: Cr Negri

That Council adopt a variance of 10% or an amount over \$5,000 to be considered material for highlighting variances between the actual and the year-to-date budget figures in the Monthly Statement of Financial Activity for 2022-23.

Carried 8/0

Agenda Reference and Subject:	10.2.4 Performing Executive Functions
File Reference:	8.7.2.1 Annual Budget
Reporting Officer:	Jennifer Bow, Manager of Finance
Author:	Jennifer Bow, Manager of Finance
Disclosure of Interest:	Nil
Attachments	Nil

Summary

Council is required to satisfy itself that under “Division 3 – Executive Functions of Local Government” section 3.18 the executive functions performed in providing services and facilities were managed efficiently and effectively.

Background

Previously, in the annual Compliance Audit Return, Council has been asked if the executive functions performed in providing services and facilities for the community were managed efficiently and effectively.

Comment

This is an important part of the Local Government Act that Council must review each year. This was included in a previous Compliance Audit Return and was asked as follows:

- a. *Has the local government satisfied itself that the services and facilities that it provides ensure integration and co-ordination of services and facilities between governments?*
- b. *Has the local government satisfied itself that the services and facilities that it provides avoid unnecessary duplication of services or competition particularly with the private sector?*
- c. *Has the local government satisfied itself that the services and facilities that it provides ensure services and facilities are properly managed?*

Council only provides services and facilities that are not present in the district, so it does not duplicate services.

It coordinates with government departments where possible by applying for grant monies.

Council is satisfied with the efficiency and effective management of the services and facilities by way of the continued funding through the budget process.

However, to formalise this process Council should adopt the recommendation.

Consultation

Darren Mollenoyux, Chief Executive Officer

Alan O’Toole, Deputy Chief Executive Officer

Statutory Implications

Local Government Act 1995, section 3.18 - Performing Executive Functions.

3.18 Performing executive functions

- 1) *A local government is to administer its local laws and may do all other things that are necessary or convenient to be done for, or in connection with, performing its functions under this Act.*
- 2) *In performing its executive functions, a local government may provide services and facilities.*
- 3) *A local government is to satisfy itself that services and facilities that it provides –*

- a) *integrate and coordinate, so far as practicable, with any provided by the Commonwealth, the State or any public body;*
- b) *do not duplicate, to an extent that the local government considers inappropriate, services or facilities provided by the Commonwealth, the State or any other body or person, whether public or private; and*
- c) *are managed efficiently and effectively.*

Risk Implications

Risk: That the Shire does not comply with legislative requirements when setting the Annual Budget.		
Likelihood	Consequence	Rating
Possible	Major	High
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “High” risk. As a High Risk, the Chief Executive Officer and the Manager of Finance will be monitoring the progress regularly.		

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Strategic Community Plan 2017-2027

Governance

Goal 12 Council leads the organisation in a strategic and flexible manner
 10 Year Outcome – We are financially viable whilst meeting all levels of compliance

Voting Requirements

Simple Majority

<p>OFFICER RECOMMENDATION COUNCIL DECISION Resolution OCM Aug 22 – 10.2.4</p> <p>Moved: Cr Waye Seconded: Cr Rajagopalan</p> <p>That Council has complied with section 3.18 of the Local Government Act 1995 and is satisfied that the services and facilities it provides:</p> <ul style="list-style-type: none"> i. integrate and coordinate, so far as practicable, with any provided by the Commonwealth, the State or any public body; ii. do not duplicate, to an extent that the local government considers inappropriate, services or facilities provided by the Commonwealth, the State or any other body or person, whether public or private; and iii. are managed efficiently and effectively. <p style="text-align: right;">Carried 8/0</p>
--

10.3 Environmental Health Officer

Nil

10.4 Deputy Chief Executive Officer

Agenda Reference and Subject:

10.4.1 Adoption of the Strategic Community Plan

File Reference:

2.5.1.1 Strategic Community Plan

Reporting Officer:

Alan O’Toole, Deputy Chief Executive Officer

Author:

Alan O’Toole, Deputy Chief Executive Officer

Disclosure of Interest:

Nil

Attachments:

Item 10.4.1 Attachment A – Strategic Community Plan

Summary

Council is requested to adopt the Strategic Community Plan following a period of public consultation.

Background

The Strategic Community Plan (SCP) is the Shire’s principal 10 year strategy and planning tool. It is developed in consideration of the community’s expectations, and therefore community engagement is central to the success of this plan. The SCP was adopted at the March 2018 Ordinary Council Meeting (OCM), and is required to be reviewed every four years. This Review has been undertaken on behalf of the Shire by Caroline Robinson from 150 Square consultancy. At the July 2022 OCM it was resolved that the Draft Strategic Community Plan be circulated for public consultation and comment prior to adoption.

Comment

The Draft Community Plan is required to be made available for public consultation before adoption. This has now taken place and the consultation period closes on Tuesday 16th August. At the time of the preparation of this Report for the Agenda, no comments had been received. If any responses are received prior to or on 16th August, these will be submitted to Council at the meeting for consideration. Alternatively, should there be no submissions, then Council is asked to adopt the Plan without amendment.

Consultation

Darren Mollenoyux, Chief Executive Officer
The Bruce Rock Community

Statutory Implications

Local Government Act 1995, Section 5.56.

Section 5.56(1) and (2) of the Local Government Act requires that each local government is to “plan for the future of the district”, by developing plans in accordance with the Regulations.

The Local Government Administration Regulations 1996 were amended to require each local government to adopt a Strategic Community Plan and a Corporate Business Plan.

Policy Implications

Nil

Risk Implications

Risk: That the Strategic Community Plan is not adopted by Council.		
Likelihood	Consequence	Rating
Rare	Major	High
Action / Strategy As the Strategic Community Plan is an essential component for the Shire’s future planning, its adoption is a legislated requirement.		

Financial Implications

Future expenditure to meet the Strategic Community Plan objectives.

Strategic Implications

Shire of Bruce Rock Strategic Community Plan 2017-2027

Governance

- Goal 10 Our organisation is well positioned and has capacity for the future
- Goal 12 Council leads the organisation in a strategic and flexible manner

Voting Requirements

Simple Majority

<p>OFFICER RECOMMENDATION COUNCIL DECISION Resolution OCM Aug 22 – 10.4.1</p> <p>Moved: Cr Waight Seconded: Cr Waye</p> <p>That Council adopts Strategic Community Plan following public consultation.</p> <p style="text-align: right;">Carried 8/0</p>
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Agenda Reference and Subject:

10.4.2 Amendment to Policy 5.4 Waiving of Fees, and renumbering to Policy 2.13 in the Policy Manual

File Reference: 1.2.4.4 Policy Manual

Reporting Officer: Alan O’Toole, Deputy Chief Executive Officer

Author: Alan O’Toole, Deputy Chief Executive Officer

Disclosure of Interest: Nil

Attachments: *Item 10.4.1 Attachment A – Policy 2.13 Waiving of Fees*

Summary

Council is asked to endorse amendments to original Policy 5.4 – Waiving of Fees and approve its renumbering to Policy 2.13.

Background

Council gets numerous requests for Fee Waivers or Reductions from a variety of sources, and the previous Policy on Waiving of Fees (Policy 5.4) is now no longer fit for purpose and in need of review. In addition, the previous Policy had been placed in the “Health, Building and Planning” section of the Policy Manual, where it is less relevant, and not in the “Finance” section, where it is more appropriately placed.

Comment

The amendments to this Policy have been recommended by Officers following suggestions at the July 2022 Council Meeting. They have been made to reflect the current circumstances with regard to the majority of Fee Waiver requests received, while not being overly prescriptive to allow for Council discretion, and to lessen the need to make further amendments to the Policy in the near-to-medium future.

Consultation

Darren Mollenoyux, Chief Executive Officer
 Jennifer Bow, Manager of Finance
 Caris Negri, Community Development Officer

Statutory Implications

Nil

Policy Implications

Amended Policy 5.4 renumbered to Policy 2.13

Risk Implications

Risk: Council does not adopt the amendments and renumbering of Policy 5.4 Waiving of Fees to Policy 2.13		
Likelihood	Consequence	Rating
Unlikely	Major	Moderate
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “Moderate” risk and will be managed by specific monitoring and response procedures.		

Financial Implications

Every Fee Waiver request to Council will have its own financial implications dependent on what is being requested. This may be waiving of a room/facility hire fee, requests for waiving of accommodation fees, or hiring of equipment and furniture, or a combination of the above. Council is also asked on occasion to provide “in kind” support, which may have staffing cost implications.

The Policy states that in reviewing requests, the net benefit to Council should be evident when considered against the loss of revenue and also any expense to Council e.g. cleaning or staffing costs.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Governance

Goal 10 Our organisation is well positioned and has capacity for the future.

Goal 12 Council leads the organisation in a strategic and flexible manner.

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION COUNCIL DECISION

Resolution OCM Aug 22 – 10.4.2

Moved: Cr Waye

Seconded: Cr Crooks

Council adopts the suggested amendments to Policy 5.4 – Waiving of Fees and approves its renumbering to Policy 2.13.

CARRIED BY ABSOLUTE MAJORITY 8/0

Agenda Reference and Subject:

10.4.3 Bruce Rock Open Gardens Committee Request for Fee Waiver

File Reference: 8.2.7.5 Sponsorship Requests

Reporting Officer: Alan O’Toole, Deputy Chief Executive Officer

Author: Caris Negri, Community Development Officer

Disclosure of Interest: Cr NC Kilminster

Attachments: *Item 10.4.3 Attachment A – Bruce Rock Open Gardens Waiver Request*

Summary

Council is asked to consider a request from the Bruce Rock Open Gardens Committee to waive the hire fee for the Bruce Rock Amphitheatre for their Open Garden Day event on Saturday October 22nd, 2022.

Background

On the 4th of August, Council received an email from the Bruce Rock Open Gardens’ Coordinator requesting a fee waiver for the hire of the Amphitheatre on the abovementioned date and requesting permission to consume alcohol on Shire property.

The Open Garden Day event has been running for around 30 years, and over that time has raised funds for a wide variety of local community groups and fundraising efforts. The event consists of six private gardens throughout the Shire being open for the public to visit. Some gardens will also have artisan stalls, meals and refreshments from local businesses, and live music.

This year the Open Gardens Committee are featuring Bruce Rock Remembrance Park as one of their gardens to visit. A summary of the Park will be included in the Day’s official guide, and Council staff are preparing a more detailed booklet with information about the artworks and memorials to be available on the day. The Committee are making the Amphitheatre the lunchtime focus and have arranged two guest speakers as well as representatives and produce from a winery to be present.

This year all proceeds raised from the Open Garden Day are being donated to the Bruce Rock Progress Association and will go towards the fundraising efforts for the new Supermarket building.

Comment

The entry price for the event is \$40 per person. In recent years, the event has attracted over 150 attendees. If Council adopt the fee presented in the draft Budget, the hire price for the Amphitheatre is \$190. There will be additional cleaning required at the Amphitheatre toilets, however that cleaning would likely be required regardless of the Committee hiring the Amphitheatre, as in previous years attendees are directed to utilise the public toilets instead of private toilets at the residential Open Gardens.

Given that all proceeds are going to be donated to the new Supermarket building project, it could be considered counterproductive to invoice the Amphitheatre hire fee for the event.

Consultation

Darren Mollenoyux, Chief Executive Officer
Alan O’Toole, Deputy Chief Executive Officer
Jennifer Bow, Manager of Finance

Statutory Implications

Nil

Policy Implications

2.13 Waiving of Fees

The updated version of this Policy is for consideration by Council in Item 10.4.2. If it is not adopted, then the 2018 version of the Policy (5.4) will still be in effect and thus applied to this item.

Risk Implications

Risk: That Council does not approve the Bruce Rock Open Gardens Committee fee waiver request		
Likelihood	Consequence	Rating
Unlikely	Minor	Low
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “Low” risk and can be managed by routine procedure and is unlikely to need specific application of resources.		

Financial Implications

Hire fee of the Amphitheatre - \$190
 1 hour cleaning at the Amphitheatre public toilets
 Future donation towards the new Supermarket building project

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Community

Goal 7 Our community are engaged and have a healthy lifestyle.

Voting Requirements

Absolute Majority

<p>OFFICER RECOMMENDATION COUNCIL DECISION Resolution OCM Aug 22 – 10.4.2</p> <p>Moved: Cr Rajagopalan Seconded: Cr Waight</p> <p>That Council approve a fee waiver for the hire of the Amphitheatre by the Bruce Rock Open Gardens Committee on Saturday 22 October 2022.</p> <p style="text-align: right;">CARRIED BY ABSOLUTE MAJORITY 8/0</p>

Agenda Reference and Subject:

10.4.4 Request for Fee Waiver and In-Kind Support –
Cultivators Committee Inc.

File Reference: 8.2.7.5 Sponsorship Requests

Reporting Officer: Alan O’Toole, Deputy Chief Executive Officer

Author: Alan O’Toole, Deputy Chief Executive Officer

Disclosure of Interest: Nil

Attachments: *Item 10.4.4 Attachment A – Cultivators Committee Fee Waiver Request and In-Kind Support for Ladies Long Luncheon Saturday 15th October 2022*

Summary

Council has received a request from Susan Hodgkiss, Secretary/Treasurer of the Cultivators Committee Incorporated, seeking a Fee Waiver and in-kind support for the Bruce Rock Ladies Long Luncheon to be held on Saturday 15th October 2022 at Godfrey Park (the Pony Club Grounds).

Background

The Ladies Long Luncheon has been held in Bruce Rock since 2018 and since then has grown in attendance and stature each time it occurs. It is now a major biennial event in the Bruce Rock social calendar. The Ladies Luncheon was originally held in the Shire Hall, but this has not been possible since 2020 with the Bruce Rock Supermarket operating from this venue. Therefore, the Committee has requested assistance from Council to run the event from a marquee on the Pony Club Grounds.

Comment

The focus of this Long Ladies Luncheon will be to provide an event that can involve as many of the community as possible, including those in surrounding Shires, within an environment to support good mental and physical health, particularly focussing on social issues. With the events of February this year still high in people’s awareness, activities such as this bring people together and provide a focus for both socialising and sharing.

To try to keep attendance costs within the range of as many people as possible, tickets will be subsidised by the Committee by approximately \$100 each. The event hopes to attract up to 180 attendees.

As with the last Ladies Luncheon, which was held on the Recreation Centre Oval, the organisers will be hiring a marquee, but due to the cost increases from 2020, this will now cost \$7900. To try to recoup some of the cost and generate some revenue the Committee is trying to secure sponsorship and grant funding.

With these arrangements in train, the Committee is requesting support from Council in the form of the waiving the fee for the hire of trestle tables, chairs, and the supply of the portable stage and the microphone podium/lectern, items that would have been readily available in the Shire Hall. The request also includes the transportation and setting up of these items in the marquee once it is in situ on the Pony Grounds. These will of course need to be removed back to the Shire Hall after the event.

In recognition of the Fee Waiver should it be granted, the Shire will be named as a sponsor for this event in marketing material, on the marquee on the day and on the event’s Facebook page.

Given the events of the previous year and that the community will benefit from activities to promote good mental health and well-being, the Cultivators Committee are providing an opportunity for this to happen.

Consultation

Darren Mollenoyux, Chief Executive Officer
 Jennifer Bow, Manager of Finance
 Caris Negri, Community Development Officer

Statutory Implications

Nil

Policy Implications

2.13 Waiving of Fees

The updated version of this Policy is for consideration by Council in Item 10.4.2 If it is not adopted, then the 2018 version of the Policy (5.4) will still be in effect and thus applied to this item.

Risk Implications

Risk: That Council does not approve the Cultivators Committee fee waiver and in-kind support request.		
Likelihood	Consequence	Rating
Possible	Minor	Low
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “Low” risk and can be managed by routine procedure and is unlikely to need specific application of resources.		

Financial Implications

The fee for hiring the trestle tables would be \$65, and for hiring the chairs would be \$400. Given the cost of the in-kind staff support, which is estimated to be around \$2500, if Council were to waive the fees and provide the in-kind support the total cost of the Council’s contribution to this event would be approximately \$3000.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Community

Goal 7 Our community are engaged and have a healthy lifestyle.

Voting Requirements

Absolute Majority

Officer Recommendation

That Council approve a fee waiver and in-kind support of approximately \$3000 for the Long Ladies Luncheon provided by Cultivators Committee on Saturday 15th October 2022.

Council decision varied to Officer Recommendation to approve the waiver of fee to hire the trestle tables for \$65 chairs for \$400 and not for the labour costs as Council deemed that pick up and set up could be undertaken by volunteers.

OFFICER RECOMMENDATION COUNCIL DECISION

Resolution OCM Aug 22 – 10.4.4

Moved: Cr Rajagopalan

Seconded: Cr Crooks

That Council waiver the fee for equipment hire to the value of \$465 for the Long Ladies Luncheon provided by Cultivators Committee on Saturday 15th October 2022.

CARRIED BY ABSOLUTE MAJORITY 8/0

10.5 Chief Executive Officer

Agenda Reference and Subject:

10.5.1 Offer to Purchase 113 Butcher St, Bruce Rock

File Reference:

A15 113 Butcher Street, Bruce Rock

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Nil

Attachments:

*Item 10.5.1 Attachment A – Landgate Map Screen Shot 113
Butcher Street*

Summary

Council is asked to consider an offer from A & T Nation to purchase a vacant Council lot at 113 Butcher St, Bruce Rock.

Background

On the 5th August 2022 Council received a written offer of \$6,000 from Andrew & Tania Nation to purchase one of Council's vacant lots located at 113 Butcher St, Bruce Rock.

The applicant has advised that they will be building a house on the site and relocating, should they be successful in purchasing the land.

Comment

This lot has been available for purchase on Council's vacant land list and website for over 12 years, with no interest to date. There are 9 vacant lots within the Townsite of Bruce Rock owned by Council and available for purchase.

In considering the offer Council needs to take into account the length of time the land has been available with no offers, and the potential benefits from selling the lot, such as no longer requiring maintenance of the lot, and having a new property and residents in town with the obvious benefits that comes with that.

As per section 3.58 of the Local Government Act a valuation of the land is required for Council's consideration and assessment against the offer from the applicant.

Should Council wish to consider selling 113 Butcher Street, Bruce Rock staff will engage an authorised valuer to value the land prior to final consideration.

Consultation

Jennifer Bow, Manager of Finance
Mike Darby, Senior Finance Officer

Statutory Implications

Local Government Act 1995 - Sect 3.58

3.58 - Disposing of property

(1) In this section —

dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;

property includes the whole or any part of the interest of a local government in property, but does not include money.

(2) Except as stated in this section, a local government can only dispose of property to —

- (a) the highest bidder at public auction; or
 - (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.
- (3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
- (a) it gives local public notice of the proposed disposition —
 - (i) describing the property concerned; and
 - (ii) giving details of the proposed disposition; and
 - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;
 and
 - (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.
- (4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —
- (a) the names of all other parties concerned; and
 - (b) the consideration to be received by the local government for the disposition; and
 - (c) the market value of the disposition —
 - (i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or

Policy Implications

Nil

Risk Implications

Risk: Council does not approve the business proprietors’ offer to purchase, which may impact the future of the business.		
Likelihood	Consequence	Rating
Possible	Moderate	Moderate
Action / Strategy		
That Council seek an amicable arrangement to ensure the security of the future of the business in town.		

Financial Implications

Council has a nominal budget provision in 2022/23 for the income for sale of vacant land.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Infrastructure

- Goal 3 Assist the local economy to grow
 - 3.7 Leverage economic opportunities and development from successful local businesses
 - 4 Workers and their families can work and reside in the Shire
 - 4.3 Promote existing residential land and plan for future commercial and residential land Developments to meet current and future needs.

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION COUNCIL DECISION

Resolution OCM Aug 22 – 10.5.1

Moved: Cr Waye

Seconded: Cr Crooks

That Council:

- 1. Considers the request from Andrew & Tania Nation to purchase Council's vacant lot located at 113 Butcher St, Bruce Rock. and;**
- 2. If Council would like to proceed to consider the offer of \$6,000, a market valuation be obtained and presented to Council for comparison in accordance with Local Government Act 1995, Section 3.58 of the Local Government Act - Disposing of property.**

CARRIED BY ABSOLUTE MAJORITY 8/0

Council Meeting was adjourned at 4.03pm.

Council Meeting resumed at 5.10pm with all Staff and Councillors present.

Mrs JL Bow entered the Council Chambers at 5.10pm.

11. New Business of an urgent nature introduced by discussion of the meeting

Agenda Reference and Subject:	11.1.1 Adoption of the 2022-23 Budget
File Reference:	8.7.2.1 Annual Budget
Reporting Officer:	Jennifer Bow, Manager of Finance
Author:	Jennifer Bow, Manager of Finance
Disclosure of Interest	Nil
Attachments	<i>Item 11.1.1 Attachment A – 2022-23 Annual Budget – To be provided at the Council Meeting</i> <i>Item 11.1.1 Attachment B – Local Government Chief Executive Officers and Elected Members Determination No 1 of 2022</i>

Summary

To consider and adopt the Municipal Fund Budget for the 2022-23 financial year together with supporting schedules, including imposition of rates and minimum payments, adoption of fees and charges, setting of members fees and other consequential matters arising from the budget papers.

Section 6.2 of the Local Government Act 1995 instructs that Council must prepare an annual budget for each financial year, in the manner and form prescribed.

Background

The draft 2022-23 budget has been guided by some of the principles contained in the Strategic Community Plan and the Strategic Resource Plan. The 2022-23 Draft Budget has been prepared in accordance with the presentation made to Councillors at the Special Council meeting held 8th August 2022, wherein Councillors were given copies of the Draft Budget, and staff went through the entire document highlighting areas requiring comment.

Comment

The Budget has been prepared to include information required by the *Local Government Act 1995*, *Local Government (Financial Regulations) Act 1996* and Australian Accounting Standards. The main features of the Draft Budget include:

- The budget has been prepared with a 4.5% rate in line with our long term financial plan.
- Fees and charges have increased by 2% from 2021-22.
- A capital works programme totalling \$8,445,000 for investment in infrastructure, land and buildings, plant and equipment and furniture and equipment is planned, including:
 - Reconstruction of supermarket - \$5,000,000
 - Expenditure on road infrastructure - \$2,220,000
- A \$2,100,000 borrowing is proposed to help fund the reconstruction of the supermarket building this financial year.
- Transfers from reserves of \$1,000,000 to assist with funding for capital works projects.
- Principal additional grant funding for the year is estimated from:
 - Local Roads and Community Infrastructure Funding Program 2- \$376,000
 - Local Roads and Community Infrastructure Funding Program 3- \$1,050,000
 - Roads to Recovery for safety improvements on various roads - \$870,205
 - Regional Road Group for Old Beverley Road, Shackleton-Kellerberrin Road and Bruce Rock-Doodlakine Road - \$396,000

There have been some minor adjustments required to the Draft Budget that was presented to Council at the Special Meeting, in order to present a balanced budget for adoption.

The 2022-23 Budget continues to deliver on other strategic activities adopted by Council and maintains a high level of service across all programmes while ensuring an increased focus on road and associated infrastructure as well on renewing all assets at sustainable levels.

The rate in the dollar amounts were not able to be modelled prior to the Agenda being distributed however will be presented to the meeting.

With several changes recently to the way Elected Members’ Fees and Expenses details are published both on the website in a Register annually, and also within the Annual Budget and Financial Statements, Councillors will need to submit their claims for the previous financial year by the 7th July each year so that staff can compile the Register for publishing. This will also effectively mean that Councillors can only claim payments for the current financial year.

Consultation

While no specific community consultation has occurred on the Draft 2022-23 Budget, community consultation and engagement has previously occurred during the development of the Strategic Community Plan from which the Corporate Business Plan was developed.

Extensive internal consultation has occurred between all Executive Managers and through workshops with Councillors.

Statutory Implications

The Local Government Act 1995 requires that no later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, (Absolute Majority required) in the form and manner prescribed, a Budget for its municipal fund for the financial year ending on the next following 30 June.

Divisions 5 and 6 of Part 6 of the *Local Government Act 1995* refer to the setting of budgets and raising of rates and charges. The *Local Government (Financial Management) Regulations 1996* details the form and content of the budget. The 2022-23 Budget as presented is considered to meet statutory requirements.

Risk Implications

Risk: That the 2022-23 Budget does not reflect the forecast expenditure and revenue.		
Likelihood	Consequence	Rating
Almost Certain	Major	Extreme
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “Extreme” risk. As an Extreme Risk, the Chief Executive Officer and the Manager of Finance will be monitoring the progress regularly.		

Policy Implications

Nil

Financial Implications

Specific financial implications are as outlined in the Comment section of this report and as itemised in the 2022-23 budget attached for adoption.

The 2022-23 Annual Budget provides the direction for expenditure during the financial year.

Strategic Implications

The Draft 2022-23 Budget has been developed to meet all strategic areas of the Strategic Community Plan 2017-2027.

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION COUNCIL DECISION

Resolution OCM Aug 22 – 11.1.1

PART A – MUNICIPAL FUND BUDGET FOR 2022-23

Pursuant to the provisions of Section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulation 1996, the Council adopt the Municipal Fund Budget as attached to this agenda and the minutes, for the Shire of Bruce Rock for the 2022-23 financial year.

Moved: Cr Rajagopalan

Seconded: Cr Negri

CARRIED BY ABSOLUTE MAJORITY 8/0

PART B – GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS

1. For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A above, Council pursuant to Sections 6.32, 6.33, 6.34 and 6.35 of the Local Government Act 1995 impose the following general rates and minimum payments on Gross Rental and Unimproved Values.

1.1 General Rates

1.1.1	Gross Rental Values	7.879 cents in the dollar
1.1.2	Unimproved Values	0.9784 cents in the dollar
1.1.3	Mining tenements (UV)	0.9784 cents in the dollar

1.2 Minimum Payments

1.2.1	Gross Rental Values	\$528
1.2.2	Unimproved Values	\$528
1.2.3	Mining tenements	\$528

2. Pursuant to Section 6.45 of the Local Government Act 1995 and regulation 64(2) of the Local Government (Financial Management) Regulations 1996, Council nominates the following due dates for the payment in full or by instalments:

Full payment and instalment due date	6 October 2022
2nd half instalment due date	8 December 2022
2nd quarterly instalment due date	8 December 2022
3rd quarterly instalment due date	9 February 2023
4th quarterly instalment due date	13 April 2023

3. Pursuant to Section 6.46 of the Local Government Act 1995 Council offers a discount of 3% to ratepayers who have paid their rates in full, including arrears, waste and service charges, on or before 6 October 2022 or 35 days after the date of service appearing on the rate notice, whichever is the later.

4. Pursuant to Section 6.45 of the Local Government Act 1995 and regulation 67 of the Local Government (Financial Management) Regulations 1996, Council adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through and instalment option of \$10.90 for each instalment after the initial instalment is paid.

5. Pursuant to Section 6.45 of the Local Government Act 1995 and regulation 68 of the Local Government (Financial Management) Regulations 1996, Council adopts an interest rate of 5.5% where the owner has elected to pay rates and services charges through an instalment option.
6. Pursuant to Section 6.51(1) and subject to Section 6.51(4) of the Local Government Act 1995 and regulation 70 of the Local Government (Financial Management) Regulations 1996, Council adopts an interest rate of 7% for rates and cost of proceedings to recover such charges that remains unpaid after becoming due and payable 35 days from issue.

Moved: Cr Waight
 Seconded: Cr Rajagopalan

CARIED BY ABSOLUTE MAJORITY 8/0

PART C – GENERAL FEES AND CHARGES FOR 2022-23

Pursuant to Section 6.16 of the Local Government Act 1995, Council adopts the Fees and Charges included in 2022-23 Budget.

Moved: Cr Crooks
 Seconded: Cr Foss

CARIED BY ABSOLUTE MAJORITY 8/0

PART D – OTHER STATUTORY FEES FOR 2022-23

1. Pursuant to Section 245A(8) of the Local Government (Miscellaneous) 1960, the Council adopts a swimming pool inspection fee of \$58.45 GST not applicable.
2. Pursuant to Section 67 of the Waste Avoidance and Resources Recovery Act 2007, Council adopt the following charges for the removal and deposit of domestic and commercial waste:

3.1 Domestic Waste – Residential Premises

- | | |
|---|--------------------|
| o 240ltr bin per weekly collection | \$300.00 per annum |
| o 240ltr bin per weekly collection – eligible pensioner | \$150.00 per annum |
| o 240ltr bin per weekly collection – eligible senior | \$225.00 per annum |

3.2 Commercial Waste – Commercial Premises

- | | |
|--|--------------------|
| o 240ltr bin per twice weekly collection | \$300.00 per annum |
|--|--------------------|

3.3 Domestic and Commercial Recycling

- | | |
|--|--------------------|
| o 240ltr bin per fortnightly collection | \$120.00 per annum |
| o 240ltr bin per fortnightly collection – eligible pensioner | \$60.00 per annum |
| o 240ltr bin per fortnightly collection – eligible senior | \$90.00 per annum |

Moved: Cr Waight
 Seconded: Cr Crooks

CARIED BY ABSOLUTE MAJORITY 8/0

PART E – ELECTED MEMBERS’ FEES & ALLOWANCES FOR 2022-23

1. Pursuant to Section 5.98 of the Local Government Act 1995 Council adopts the following individual meeting attendance fees in lieu of an annual fee:

President	\$502
Councillors	\$93

2. Pursuant to Section 5.98 of the Local Government Act 1995 and regulation 30 of the Local Government (Administration) Regulations 1996, Council adopts the following individual committee and prescribed meeting attendance fees in lieu of an annual fee:

President	\$122
Councillors	\$47

3. Pursuant to Section 5.99A of the Local Government Act 1995 and regulations 34A and 34AA of the Local Government (Administration) Regulations 1996, Council adopts the following annual allowances for elected members:

Telecommunications and Information Technology Allowance (upon election) \$1,553
Telecommunications and Information Technology Allowance (each year thereafter) \$ 518

4. Pursuant to Section 5.98(5) of the Local Government Act 1995 and regulation 33 of the Local Government (Administration) Regulations 1996, Council adopts the following annual local government allowance to be paid in addition to the individual meeting attendance fees;

President \$14,494

5. Pursuant to Section 5.98(5) of the Local Government Act 1995 and regulation 33A of the Local Government (Administration) Regulations 1996, Council adopts the following annual local government allowance to be paid in addition to the individual meeting attendance fees;

Deputy President \$3,624

6. Pursuant to Section 5.98(3) of the Local Government Act 1995 and regulation 31 of the Local Government (Administration) Regulations 1996, Council adopts the following reimbursement of expenses;

- i. Travel, in accordance with the Local Government Officers' (Western Australia) Award 2021.
- ii. Child Care is actual cost or \$35 per hour, whichever is the lesser amount.

Moved: Cr Waye

Seconded: Cr Foss

CARRIED BY ABSOLUTE MAJORITY 8/0

Mrs JL Bow left the Council Chambers at 5.37pm and did not return.

12. Confidential Items

Agenda Reference and Subject:

12.1.1 CEO Performance Appraisal 2022

File Reference:

Personnel

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Darren Mollenoyux, Chief Executive Officer

Attachments:

Item 12.1.1 Attachment A – Confidential Report from John Phillips Consulting

COUNCIL DECISION

Resolution OCM Aug 22 – 12.1.1

Moved: Cr Kilminster

Seconded: Cr Waight

That in accordance with Section 5.23(2) of the Local Government Act 1995, the meeting is closed to the members of the public for this item as the following sub-section applied:

(b) the personal affairs of any person;

Carried 8/0

COUNCIL DECISION

Resolution OCM Aug 22 – 12.1.2

Moved: Cr Waye

Seconded: Cr Negri

That in accordance with Section 5.23(2) of the Local Government Act 1995, Council reopens the meeting to the members of the public.

Carried 8/0

REPORT RECOMMENDATION COUNCIL DECISION

Resolution OCM Aug 22 – 12.1.3

Moved: Cr Foss

Seconded: Cr Rajagopalan

That Council resolve to engage John Phillips Consulting to undertake the 2022 Annual Performance Review of the CEO, with Council and the Chief Executive Officer, Mr Darren Mollenoyux, agreeing to the review process outlined in the Confidential Proposal by John Phillips Consulting.

Carried 8/0

13. Closure of Meeting

The Shire President Stephen Strange thanked everyone for their attendance and declared the meeting closed at 5.42pm.

These minutes were confirmed at a meeting on 15 September 2022.

Cr Stephen Strange
Shire President
15 September 2022

SHIRE OF BRUCE ROCK

AUDIT COMMITTEE MINUTES MEETING 18 AUGUST 2022

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SHIRE OF BRUCE ROCK

AUDIT COMMITTEE AGENDA MEETING 18 AUGUST 2022

1. Declaration of Opening

The Shire President Stephen Strange declared the meeting open at 2.49pm.

2. Record of Attendance / Apologies / Leave of Absence (Previously Approved)

President	Cr SA Strange
Councillors	Cr KP Foss
	Cr NC Kilminster
	Cr PG Negri
	Cr R Rajagopalan
	Cr BJ Waight
	Cr AR Crooks
	Cr BJ Waight
	Cr RA Waye
Chief Executive Officer	Mr DRS Mollenoyux
Deputy Chief Executive Officer	Mr A O’Toole
Executive Assistant	Mrs MJ Schilling
Apology	Cr J Verhoogt

3. Response to Previous Public Questions Taken on Notice

4. Public Question Time

5. Petitions / Deputations / Presentations / Submissions

6. Confirmation of Minutes

6.1. Audit Committee Meeting – 19 May 2022

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution ACM Aug 22 – 6.1

Moved: Cr Waye

Seconded: Cr Foss

That the minutes of the Audit Committee Meeting held 19 May 2022 be confirmed as a true and correct record.

Carried 8/0

7. Reports of Officers

7.1. Manager of Finance

Agenda Reference and Subject:	7.1.1	Setting Material Variance for Monthly Financial Reports
File Reference:	8.2.6.2	Annual Financial Statements
Reporting Officer:	Jennifer Bow, Manager of Finance	
Author:	Jennifer Bow, Manager of Finance	
Disclosure of Interest	Nil	
Attachments:	Nil	

Summary

Each year, the Audit Committee is asked to re-set the material variance levels for the Monthly Financial Statements.

Background

The material variance is either a percentage or monetary value that highlights when explanations are to be made as to why there is a variance between the actual amount and the budgeted year to date figure.

Comment

Each financial year, the local government is to adopt a percentage or value, calculated in accordance with AAS 5, to be used in the statements of financial activity for reporting materials variances.

Consideration of Materiality (AAS (Australian Accounting Standard) 5)

Paragraph 4.1

Information is material if its omission, misstatement, or non-disclosure has the potential to adversely affect:

- a) decision about the allocation of scarce resources made by users of the financial report; or*
- b) the discharge of accountability by the management or governing body of the entity.*

Council have been using a variance of 10% or an amount of \$5,000.

Staff have also contacted OAG's contract auditors, Robert Hall, Director, Dry Kirkness (the audit team from Butler Settineri has joined Dry Kirkness) for comment to confirm if he is also happy with 10% or \$5,000.

Consultation

Darren Mollenoyux, Chief Executive Officer
 Jennifer Bow, Manager of Finance
 Robert Hall, Director, Dry Kirkness

Statutory Implications

Local Government (Financial Management) Regulations 1996, r.34(5), Local Government Act 1995, Local Government (Audit) Regulations 1996

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Strategic Community Plan 2017-2027

Governance

Goal 12 Council leads the organisation in a strategic flexible manner

10 Year Outcome – We are financially viable whilst meeting all levels of compliance

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution ACM Aug 22 – 7.1.1

Moved: Cr Rajagopalan

Seconded: Cr Foss

That the Audit Committee recommends that Council adopt a variance of 10% or an amount over \$5,000 to be considered material for highlighting variances between the actual and the year-to-date budget figures in the Monthly Statement of Financial Activity for 2022-23.

Carried 8/0

Agenda Reference and Subject:

7.1.2 Financial Management Systems Review Report

File Reference: 8.2.6.1 Annual Audit

Reporting Officer: Jennifer Bow, Manager of Finance

Disclosure of Interest Nil

Attachment *Item 7.1.2 Attachment A – CONFIDENTIAL Financial Management System Review*

COUNCIL DECISION

Resolution ACM Aug 22 – 7.1.2.1

Moved: Cr Rajagopalan

Seconded: Cr Kilminster

That in accordance with Section 5.23(2) of the Local Government Act 1995, the meeting is closed to the members of the public for this item as the following sub-section applied:

(e) a matter that if disclosed, could be reasonably expected to –

(iii) information about the business, professional, commercial or financial affairs of a person.

Carried 8/0

COUNCIL DECISION

Resolution ACM Aug 22 – 7.1.2.2

Moved: Cr Crooks

Seconded: Cr Waight

That in accordance with Section 5.23(2) of the Local Government Act 1995, Council reopens the meeting to the members of the public.

Carried 8/0

COUNCIL DECISION

Resolution ACM Aug 22 – 7.1.2.2

Moved: Cr Waye

Seconded: Cr Waight

That in accordance with Section 5.23(2) of the Local Government Act 1995, Council reopens the meeting to the members of the public.

Carried 8/0

8. New Business of an urgent nature introduced by discussion of the meeting.

9. Closure of Meeting

The Shire President Stephen Strange thanked everyone for their attendance and declared the meeting closed at 2.52pm.

These minutes were confirmed at a meeting on

Cr Stephen Strange
Shire President

**Bruce Rock Bush Fire Advisory Committee Meeting to be held in Bruce Rock Shire Council Chambers
Friday 2nd September 2022 commencing at 4.00pm**

Minutes

1. Meeting Opened

The Chair, Cr Tony Crooks (CBFCO) opened the meeting at 4.05pm.

2. Attendance:

Cr Tony Crooks (CBFCO)

Cr Philip Negri (DCBFCO)

Cr Stephen Strange, Shire President Shire of Bruce Rock (via Teams)

Darren Mollenoyux, CEO Shire of Bruce Rock

Alan O’Toole, DCEO Shire of Bruce Rock (Minutes)

Melissa Schilling, EA Shire of Bruce Rock

Perry Hodgkiss – Bruce Rock VFES

Matthew Heasman – Ardath BFB

Murray Boyd – Babakin BFB

Trevor Cosgrove – Shackleton BFB

Tony Irvine – Shackleton BFB

Greg Tippet – Shackleton BFB

John Flockhart - DOAC

Justin Corrigan – DFES (via Teams)

Apologies:

Nil

3. Minutes from Previous Meeting

Minutes from the meeting held on Friday 25th February 2022

Moved: Tony Irvine

Seconded: Murray Boyd

4. Business Arising from Previous Meeting

5. General Business

i. Fire Weather Districts Review – new Fire District for Bruce Rock: Lockwood

Following a Statewide review, as of 1 September, the Fire District which contains the Shire of Bruce Rock is now called Lockwood. (The old Fire Districts of Jilbadgie and Ninghan are now no longer used). The review was undertaken to better represent the land and vegetation type which affect the fire conditions in a specific area, and also to align Districts more with LGA boundaries. Much of the old Jilbadgie to the east of Bruce Rock has now been excised, and Shires to the north have been included. Therefore, the Shires which comprise the new Lockwood are: Bruce Rock, Narembeen, Merredin, Kellerberrin, Trayning, and Nungarin.

ii. New Australian Fire Danger Rating System (AFDRS) - four classifications

Also on 1 September the new Nationwide Australian Fire Danger Rating System (AFDRS) came into effect. This is the means by which the Fire Danger for any specific area on any given day will be assessed. Instead of the old six category system, there will now be only four levels: Moderate, High, Extreme and Catastrophic. Burning will only be permitted at the “Moderate” level. Therefore, once the Fire Behaviour Index (FBI) goes to 24 and above, all open Burning Permits will be revoked. At 40 FBI, a Harvest and Vehicle Movement Ban will be called by DFES. 50 FBI is when a Total Fire Ban (TFB) will be imposed by DFES.

The Shire is already active in informing the community about these changes via Social Media and the Shire’s website, and a fridge magnet is being designed which will have all this information plus a scannable link to websites where more detail can be accessed.

iii. **Prohibited/Restricted Burning Periods – review**

In consideration of the above, and also in preparation for the upcoming fire season, Shire Officers have taken the opportunity to review Council’s Policies around Fire Control, which has led to some new dates with regard to Permitted Burning Periods (i.e. Restricted and Prohibited Burning), and also the Policy which guides staff and provides direction for the Chief and Deputy Chief Bushfire Control Officers with regard to the issuing of Burning Permits has been amended. It was proposed and agreed by the BFAC that the new dates as below are recommended for Council endorsement:

Restricted Burning Period:	30 th September to 31 st October
Prohibited Burning Period:	1 st November to 14 th February
Restricted Burning Period:	15 th February to 31 st March

It is also recommended that, to modernize and streamline the method by which community members apply for and receive Burning Permits, the BFAC approves the implementation of an online system which will be on the Shire’s website, as this system is utilized successfully by several other Councils, (e.g. Merredin). This allows for much more information (such as material to be burnt) to be gathered and utilised when the application is considered. Permits will also be limited to four day’s duration as this aligns with the current DFES four day forecast period.

iv. **Burning Permits – issuing procedure**

To complement the above, a “Procedure for the Management of Burning Periods” has been developed, which gives more detail to the process outlined in the Policy document, and provides more in-depth guidance to the Shire Officers and the CBFCO/DCBFCO as to the steps to be followed, including timescales etc.

v. **Firebreaks, hazards – compliance**

Some discussion took place about the increased compliance which has been observed following the “harder” approach which has been taken in recent years, including the issuing of infringements for owners of properties identified as “serially non-compliant.” It is to be hoped that this welcome improvement continues when the inspection of properties (both rural and townsites) begins in coming weeks in preparation for the coming fire season.

Also, it was discussed that for the next Fire Season i.e. 2023-2024, whether the current Firebreak Policy, which stipulates that Firebreaks must be “not less than 3m wide” be amended to “not less than 2.5m wide” to more accurately reflect modern farming practice and also ensure greater compliance. This can be brought to the next BFAC for consideration and then taken to Council for endorsement so that information is made available prior to seeding for the 2023-24 Fire Season.

vi. **Harvest Bans – Policy and procedure**

The implications of the Fire Districts Review and the new Australian Fire Danger Rating System mean that the Harvest Ban Policy (8.2) will have to be amended as the McArthur Grassland Meter (MGM) is no longer to be used as the calculation method of choice, and the previously used figure of 32 for calling a Harvest Ban is no longer applicable. In the new Fire Behaviour Index (FBI) scale, the old figure of 35 is now equivalent to 40, which is when DFES mandates that a Harvest Ban must be called. However, Council’s Harvest Ban Policy states that Harvest Bans will be called at 32, and in the new system this is now equivalent to an FBI of 37. There is now a mobile app which is recommended for being used to calculate the FBI, based on readings from the Kestrel Meter. The app is accessed at:

www.aurora.landgate.wa.gov.au/fbc

6. **Brigade Reports**

6.1. **Bruce Rock VES**

Perry: Membership numbers remain solid. Not much to report, although there is some succession planning taking place re: Officers etc.

6.2. Babakin Bush Fire Brigade

Murray: There has been a full service of the Babakin Truck including the installation of an infra-red camera supplied by DFES.

6.3. Ardath Bush Fire Brigade

Matt: Will be having their AGM in October for official positions.

6.4. Shackleton Bush Fire Brigade

Tony (CBFCO): a well-attended DFES training event was held at Shackleton, reps from all Brigades, a good effort.

Delivery was taken of the new fire truck which was very welcome, and thanks to Justin.

PPE and consumables need to be ordered/replaced, Alan to do order for all Brigades.

Will also be having an AGM to elect new Officers. Tony specifically thanked Tony Irvine for his 32 years of service to the Shackleton and Bruce Rock community through his involvement in the Bushfire Brigade.

6.5. DFES

Justin: DFES are getting out to the regions to ensure preparations are in full swing for the upcoming Fire Season.

The new Superintendent is Damien Pumphrey who visited Bruce Rock during the February fire.

7. Any other business

Leading up to and during the next Fire Season it is intended that there will be monthly conference calls between DFES, CBCFCOs and LGs. With the forecasted 4-day weather outlook being produced by DFES, it is essential this is made available to LGs and CBCFCOs to enable us to be fully prepared. Justin also confirmed that DFES can cancel any Burning Permits at any stage

8. Date of Next Meeting

To be arranged

9. Meeting Closed

The Chair, Cr Tony Crooks, thanked everyone for attending and closed the meeting at 5.04pm.

List of Accounts August 2022

Chq/EFT	Date	Name	Description	Amount
Municipal Account EFT's				
EFT20053	04/08/2022	ALAN O'TOOLE	REIMBURSEMENT OF EXPENSES	\$15.50
EFT20054	04/08/2022	BROCKMAN WILLIAMS	REIMBURSEMENT OF EXPENSES	\$44.00
EFT20055	04/08/2022	CARIS NEGRI	REIMBURSEMENT OF EXPENSES FOR STATE LIBRARY TECHNOLOGY AND DIGITAL INCLUSION GRANT PURCHASE OF EQUIPMENT	\$813.00
EFT20056	04/08/2022	COCA-COLA EUROPACIFICPARTNERS AUSTRALIA PTY LIMITED	SUPERMARKET ORDER	\$1,062.05
EFT20057	04/08/2022	CODY EXPRESS TRANSPORT	SUPERMARKET FREIGHT	\$1,479.10
EFT20058	04/08/2022	COLPET BROWNLEY	REFUSE SITE MAINTENANCE FOR FNE 3/08/2022	\$1,846.00
EFT20059	04/08/2022	COUNTRYWIDE FRIDGELINES PTY LTD	SUPERMARKET FREIGHT	\$70.03
EFT20060	04/08/2022	EASTWAY FOOD SUPPLIES	SUPERMARKET ORDER	\$1,882.96
EFT20061	04/08/2022	KATIE FUCHSBICHLER	RUBBISH COLLECTION FOR FNE 3/08/2022	\$2,500.00
EFT20062	04/08/2022	LGIS INSURANCE BROKING	SALARY CONTINUANCE & MARINE CARGO INSURANCE	\$2,120.28
EFT20063	04/08/2022	MAROK WA PTY LTD	SUPERMARKET ORDER	\$444.04
EFT20064	04/08/2022	MARTINS PRODUCE	SUPERMARKET ORDER	\$2,895.89
EFT20065	04/08/2022	METCASH TRADING LIMITED	SUPERMARKET ORDER	\$11,863.67
EFT20066	04/08/2022	RAMESH RAJAGOPALAN	ELECTED MEMBERS FEES AND EXPENSES FOR JULY 2021 TO JUNE 2022	\$1,531.00
EFT20067	04/08/2022	SHIRE OF BRUCE ROCK - T/AS BRUCE ROCK SUPERMARKET	VARIOUS PURCHASES FOR JULY 2022	\$405.48
EFT20068	04/08/2022	THE BRUCE ROCK HOTEL	SKELETON WEED LAG EXPENSES	\$169.40
EFT20069	04/08/2022	AUSTRALIAN GOVERNMENT CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	\$200.08
EFT20070	04/08/2022	SHIRE OF BRUCE ROCK	PAYROLL DEDUCTIONS	\$551.00
EFT20071	05/08/2022	DEPARTMENT OF TRANSPORT DRIVER AND VEHICLE SERVICES	DOT VEHICLE INSPECTION BALANCE OF REVENUE JULY 2022	\$63.40
EFT20072	11/08/2022	2C2U IT PTY LTD	MED CENTRE IT SUPPORT	\$462.00
EFT20073	11/08/2022	AFGRI EQUIPMENT AUSTRALIA	PARTS FOR SMALL PLANT	\$25.56
EFT20074	11/08/2022	AMD AUDIT & ASSURANCE	2022 FINANCIAL MANAGEMENT SYSTEMS REVIEW	\$3,209.20
EFT20075	11/08/2022	AUSTRALIA POST	POSTAGE CHARGES FOR JULY 2022	\$76.33
EFT20076	11/08/2022	AVON WASTE	RECYCLING FOR JULY 2022	\$3,206.13
EFT20077	11/08/2022	BDD AUSTRALIA PTY LTD T/A BEGA	SUPERMARKET ORDER	\$1,581.37
EFT20078	11/08/2022	BOC LIMITED	GAS BOTTLE RENTAL JULY 2022	\$113.16
EFT20079	11/08/2022	BP MEDICAL	MEDICAL SUPPLIES FOR MED CENTRE	\$42.23
EFT20080	11/08/2022	BREEZE PRINTING	BINDING OF COUNCIL MINUTES	\$175.00
EFT20081	11/08/2022	BRUCE ROCK COMMUNITY RESOURCE CENTRE (INC)	COFFEE MUGS FOR BACK TO THE BUSH REUNION 2021	\$600.00
EFT20082	11/08/2022	BRUCE ROCK DISTRICT CLUB	COUNCIL MEETING REFRESHMENTS	\$57.00
EFT20083	11/08/2022	C-STORE DISTRIBUTION	SUPERMARKET ORDER	\$589.07
EFT20084	11/08/2022	CONNELLY IMAGES	OUTDOOR SIGNS FOR REFUSE SITE	\$435.60
EFT20085	11/08/2022	COPIER SUPPORT	PHOTOCOPIER METER READING JULY 2022	\$447.38
EFT20086	11/08/2022	DAVES TREE SERVICE	ROADSIDE WEED CONTROL ON SHIRE ROADS	\$13,200.00
EFT20087	11/08/2022	E & MJ ROSHER PTY LTD	PARTS FOR BK117	\$879.87
EFT20088	11/08/2022	EASTWAY FOOD SUPPLIES	SUPERMARKET ORDER	\$3,254.81
EFT20089	11/08/2022	FORTH CONSULTING PTY LTD	SUPERMARKET PROJECT COORDINATION HYDRAULIC SERVICES	\$1,100.00
EFT20090	11/08/2022	GAP SOLUTIONS PTY LTD	QUARTERLY SUPPORT/LICENSE - OCT/NOV/DEC 2022	\$874.50
EFT20091	11/08/2022	GREAT EASTERN COUNTRY ZONE OF WALGA	ANNUAL SUBSCRIPTION JULY 2022 - JUNE 2023	\$1,650.00
EFT20092	11/08/2022	GREAT SOUTHERN FUEL SUPPLIES	FUEL FOR JULY 2022	\$1,957.81
EFT20093	11/08/2022	HOIST SALES & HYDRAULIC REPAIRS PTY LTD	PARTS FOR BATCHING PLANT	\$1,518.00
EFT20094	11/08/2022	INTEGRATED DISTRIBUTION PTY LTD	LINE MARKING PAINT & STENCIL FOR OVAL	\$1,050.50
EFT20095	11/08/2022	JTB - JAPANESE TRUCK & BUS SPARES	PARTS FOR BK1018	\$81.00
EFT20096	11/08/2022	LANDGATE- VALUATION	GRV INTERIM VALUATION	\$94.62
EFT20097	11/08/2022	LGIS WA	LGIS - INSURANCE 01/07/2022 - 30/06/2023	\$150,688.10
EFT20098	11/08/2022	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA (LGMA)	COMMUNICATION FORUM	\$38.00
EFT20099	11/08/2022	MARKET CREATIONS AGENCY PTY LTD	ONLINE BURNING PERMITS MODULE	\$2,200.00
EFT20100	11/08/2022	MAROK WA PTY LTD	SUPERMARKET ORDER	\$444.04
EFT20101	11/08/2022	MARTINS PRODUCE	SUPERMARKET ORDER	\$4,460.62
EFT20102	11/08/2022	MCCALL MOTORS PTY LTD	MATERIALS FOR WORKSHOP, CONSTRUCTION & GARDEN CREWS	\$191.35
EFT20103	11/08/2022	MCINTOSH & SON MERREDIN	PARTS FOR BK1047	\$286.00
EFT20104	11/08/2022	MELISSA SCHILLING	REIMBURSEMENT OF EXPENSES	\$138.65
EFT20105	11/08/2022	MERREDIN TELEPHONE SERVICES	SECURITY MONITORING JULY 2022	\$70.40
EFT20106	11/08/2022	METCASH TRADING LIMITED	SUPERMARKET ORDER	\$16,217.92
EFT20107	11/08/2022	NAPA	MATERIALS FOR WORKSHOP & PARTS FOR BK9092	\$543.66
EFT20108	11/08/2022	NUTRIEN AG SOLUTIONS	PARTS FOR BK020	\$359.70
EFT20109	11/08/2022	OFFICE OF REGIONAL ARCHITECTURE	SUPERMARKET PROJECT ARCHITECTURAL SERVICES	\$451.40
EFT20110	11/08/2022	OFFICEWORKS BUSINESS DIRECT	STATIONERY ORDER	\$377.33
EFT20111	11/08/2022	R2K CONTRACTING	PARTS FOR BK650	\$23.25
EFT20112	11/08/2022	ROSS'S DIESEL SERVICE	REPAIRS TO BK604	\$10,351.96
EFT20113	11/08/2022	SHIRE OF BRUCE ROCK - CREDIT CARD	CREDIT CARD FOR AUGUST 2022	\$2,316.85

EFT20114	11/08/2022	STIHL SHOP MALAGA	PARTS FOR SMALL PLANT	\$83.00
EFT20115	11/08/2022	SYDNEY TOOLS PTY LTD	PURCHASE OF SMALL PLANT	\$970.00
EFT20116	11/08/2022	SYNERGY	ELECTRICITY USAGE AT SHIRE PROPERTIES	\$12,810.73
EFT20117	11/08/2022	TELSTRA	TELEPHONE USAGE JULY 2022	\$28.55
EFT20118	11/08/2022	THE WORKWEAR GROUP PTY LTD	STAFF UNIFORM	\$9.87
EFT20119	11/08/2022	TRANSTRUCT	PARTS FOR BK024 & BK9649 & MATERIALS FOR TOWN CREW	\$568.99
EFT20120	11/08/2022	WALLIS COMPUTER SOLUTIONS	IT SERVICES	\$143.00
EFT20121	11/08/2022	WESFARMERS KLEENHEAT GAS PTY LTD	ANNUAL GAS FACILITY FEES	\$108.93
EFT20122	11/08/2022	WHEATBELT EAST REGIONAL ORGANISATION OF COUNCILS (WE-ROC)	ANNUAL CONTRIBUTION TO WEROC FOR 2022-23	\$13,200.00
EFT20123	11/08/2022	WIDEAWAKE PTY LTD T/AS IDEAL SALES	SUPERMARKET ORDER	\$378.24
EFT20124	11/08/2022	WIRTGEN AUSTRALIA	PARTS FOR BK011	\$768.35
EFT20125	11/08/2022	WURTH	MATERIALS FOR WORKSHOP	\$320.93
EFT20126	11/08/2022	ZONE 50 ENGINEERING SURVEYS PTY LTD	SURVEY OF INTERSECTION ON NAREMBEEN/CUMMININ ROAD	\$3,267.00
EFT20127	03/08/2022	WEST AUSTRALIAN NEWSPAPERS LIMITED	NEWSPAPERS FOR WK ENDING 24/07/2022	\$359.91
EFT20128	10/08/2022	WEST AUSTRALIAN NEWSPAPERS LIMITED	NEWSPAPERS FOR WEEK ENDING 31/07/2022	\$396.85
EFT20129	18/08/2022	BDD AUSTRALIA PTY LTD T/A BEGA	SUPERMARKET ORDER	\$3,077.42
EFT20130	18/08/2022	C-STORE DISTRIBUTION	SUPERMARKET ORDER	\$2,811.28
EFT20131	18/08/2022	CODY EXPRESS TRANSPORT	SUPERMARKET FREIGHT	\$1,241.89
EFT20132	18/08/2022	COLPET BROWNLEY	REFUSE SITE MAINTENANCE FOR FNE 17/08/2022	\$1,846.00
EFT20133	18/08/2022	COUNTRYWIDE FRIDGELINES PTY LTD	SUPERMARKET FREIGHT	\$70.03
EFT20134	18/08/2022	EASTWAY FOOD SUPPLIES	SUPERMARKET ORDER	\$1,447.40
EFT20135	18/08/2022	KATIE FUCHSBICHLER	RUBBISH COLLECTION FOR FNE 17/08/2022	\$2,500.00
EFT20136	18/08/2022	MAROK WA PTY LTD	SUPERMARKET ORDER	\$417.34
EFT20137	18/08/2022	MARTINS PRODUCE	SUPERMARKET ORDER	\$3,913.07
EFT20138	18/08/2022	METCASH TRADING LIMITED	SUPERMARKET ORDER	\$9,601.83
EFT20139	18/08/2022	AUSTRALIAN GOVERNMENT CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	\$200.08
EFT20140	18/08/2022	SHIRE OF BRUCE ROCK	PAYROLL DEDUCTIONS	\$551.00
EFT20141	25/08/2022	2C2U IT PTY LTD	MED CENTRE IT SUPPORT	\$3,712.10
EFT20142	25/08/2022	ADVANCED AUTOLOGIC PTY LTD	PARTS FOR BK505	\$250.00
EFT20143	25/08/2022	ALCOLIZER TECHNOLOGY	BREATHALYZER SERVICING	\$154.00
EFT20144	25/08/2022	BLACKWOODS	CLEANING SUPPLIES	\$283.95
EFT20145	25/08/2022	BROWNLEY'S PLUMBING & GAS	1 STED SCHEME SUBSIDY, PLUMBING WORKS AT SHIRE PROPERTY & PARTS FOR SEPTIC PIT	\$1,433.40
EFT20146	25/08/2022	BRUCE ROCK CAFE - LOVE THAT FOOD	COUNCIL MEETING CATERING	\$300.00
EFT20147	25/08/2022	BRUCE ROCK CHURCH OF CHRIST	2021/22 COMMUNITY GRANT PROGRAM	\$2,000.00
EFT20148	25/08/2022	BRUCE ROCK COMMUNITY RESOURCE CENTRE (INC)	ROCK REVIEW SALES APRIL-JULY 2022	\$826.00
EFT20149	25/08/2022	BRUCE ROCK DISTRICT CLUB	COUNCIL MEETING REFRESHMENTS	\$114.00
EFT20150	25/08/2022	BUNNINGS MIDLAND W/H	MATERIALS FOR BUILDING MAINTENANCE	\$788.19
EFT20151	25/08/2022	BURGESS RAWSON PTY LTD	INDUSTRIAL RENT FOR LEASED PROPERTIES	\$692.29
EFT20152	25/08/2022	C-STORE DISTRIBUTION	SUPERMARKET ORDER	\$1,739.89
EFT20153	25/08/2022	CHAIN APPLICATIONS PTY LTD T/A THE RIGGING SHED	PURCHASE OF SMALL PLANT	\$187.00
EFT20154	25/08/2022	COLESTAN ELECTRICS	ELECTRICAL WORKS AT SHIRE PROPERTY	\$462.20
EFT20155	25/08/2022	DAVES TREE SERVICE	ROAD SIDE WEED CONTROL ON SHIRE ROADS	\$43,071.60
EFT20156	25/08/2022	DEPARTMENT OF FIRE AND EMERGENCY SERVICES (DFES)	2022/23 QUARTER 1 EMERGENCY SERVICES LEVY	\$20,889.60
EFT20157	25/08/2022	EASTWAY FOOD SUPPLIES	SUPERMARKET ORDER	\$2,245.71
EFT20158	25/08/2022	ELDERS RURAL SERVICES AUSTRALIA LIMITED	GAS BOTTLE SWAP & LAUNDRY POWDER	\$208.50
EFT20159	25/08/2022	ELEC TECH DIESEL SERVICES PTY LTD	SERVICE BK6674 & REPAIRS TO SMALL PLANT	\$2,616.06
EFT20160	25/08/2022	ENVIROPIPES	CULVERT PIPES FOR VARIOUS ROADS	\$22,119.64
EFT20161	25/08/2022	FULCRUM STRUCTURAL ENGINEERING PTY LTD	SUPERMARKET PROJECT STRUCTURAL ENGINEER	\$4,290.00
EFT20162	25/08/2022	GRANO DIRECT	MATERIALS FOR TOWN CREW	\$285.67
EFT20163	25/08/2022	GWY PAINTING SERVICE	INTERNAL REPAINT OF SHIRE PROPERTY	\$13,915.00
EFT20164	25/08/2022	HARE & FORBES PTY LTD	DAM COMPRESSOR	\$1,382.00
EFT20165	25/08/2022	JTB - JAPANESE TRUCK & BUS SPARES	PARTS FOR BK1018	\$272.20
EFT20166	25/08/2022	KENNARDS HIRE MIDLAND	PUMP HIRE	\$453.60
EFT20167	25/08/2022	LGIS WA	LGIS - MOTOR VEHICLE INSURANCE 01/07/2021 - 30/06/2022 ADJUSTMENT	\$1,223.89
EFT20168	25/08/2022	LOCAL HEALTH AUTHORITIES ANALYTICAL COMMITTEE	ANALYTICAL SERVICES 2022/23	\$509.30
EFT20169	25/08/2022	LUKERATIVE PLUMBING, GAS & MAINTENANCE	PLUMBING WORKS AT SHIRE PROPERTIES	\$1,354.10
EFT20170	25/08/2022	MAROK WA PTY LTD	SUPERMARKET ORDER	\$428.34
EFT20171	25/08/2022	MARTINS PRODUCE	SUPERMARKET ORDER	\$3,636.07
EFT20172	25/08/2022	MAYES SHEETMETAL	SPLASHBACK FOR DISTRICT CLUB KITCHEN	\$770.00
EFT20173	25/08/2022	MCCALL MOTORS PTY LTD	MATERIALS FOR REFUSE SITE, BUILDING MAINTENANCE, TOWN & CONSTRUCTION CREW	\$1,185.27
EFT20174	25/08/2022	METCASH TRADING LIMITED	SUPERMARKET ORDER	\$14,653.24
EFT20175	25/08/2022	NAPA	PARTS FOR BK512 & BK638 & MATERIALS FOR WORKSHOP	\$289.70
EFT20176	25/08/2022	NB HARDWARE & AG SUPPLIES	MATERIALS FOR TRAFFIC SIGNS & GARDEN CREW	\$176.30
EFT20177	25/08/2022	OFFICEWORKS BUSINESS DIRECT	OFFICE STATIONERY	\$1,928.61
EFT20178	25/08/2022	PUMPS AUSTRALIA PTY LTD	PURCHASE OF SMALL PLANT	\$1,419.00

EFT20179	25/08/2022	SANDS FRIDGE LINES	SUPERMARKET FREIGHT	\$1,277.40
EFT20180	25/08/2022	SEEK LIMITED	RECRUITMENT ADVERTISING	\$627.00
EFT20181	25/08/2022	STIHL SHOP MALAGA	PARTS FOR SMALL PLANT & MATERIALS FOR WORKSHOP	\$99.00
EFT20182	25/08/2022	SW TAYLOR	NEW EMPLOYEE INDUCTIONS	\$1,210.00
EFT20183	25/08/2022	SYDNEY TOOLS PTY LTD	MATERIALS FOR WORKSHOP	\$78.50
EFT20184	25/08/2022	SYNERGY	ELECTRICITY USAGE AT SHIRE PROPERTIES	\$672.61
EFT20185	25/08/2022	TELSTRA	TELEPHONE USAGE AUGUST 2022	\$3,637.62
EFT20186	25/08/2022	THE HONDA SHOP (SPARE PARTS)	PARTS FOR SMALL PLANT	\$82.80
EFT20187	25/08/2022	THE WORKWEAR GROUP PTY LTD	STAFF UNIFORMS	\$525.33
EFT20188	25/08/2022	TOLL TRANSPORT PTY LTD	FREIGHT FROM VARIOUS LOCATIONS TO BRUCE ROCK	\$222.55
EFT20189	25/08/2022	TWO DOGS HOME HARDWARE	DECKING OIL FOR MAIN STREET BENCHES & SHOWER HEAD FOR CARAVAN PARK	\$207.14
EFT20190	25/08/2022	WA CONTRACT RANGER SERVICES	RANGER SERVICES JUNE/JULY 2022	\$1,567.50
EFT20191	25/08/2022	WESTERN DIAGNOSTIC PATHOLOGY	MEDICAL SUPPLIES FOR MED CENTRE	\$656.72
EFT20192	25/08/2022	WHEATBELT LIQUID WASTE	SEPTIC PUMP OUT AT SHIRE PROPERTY	\$990.00
EFT20193	25/08/2022	WIRTGEN AUSTRALIA	PARTS FOR BK011	\$15.88
EFT20206	17/08/2022	WEST AUSTRALIAN NEWSPAPERS LIMITED	NEWSPAPERS FOR WEEK ENDING 07/08/2022	\$394.61
EFT20207	24/08/2022	WEST AUSTRALIAN NEWSPAPERS LIMITED	NEWSPAPERS FOR WEEK ENDING 14/08/2022	\$384.85
EFT20214	31/08/2022	WEST AUSTRALIAN NEWSPAPERS LIMITED	NEWSPAPERS FOR WEEK ENDING 21/08/2022	\$382.10
Total EFT's				\$482,186.97
Municipal Account Cheques				
85	11/08/2022	WATER CORPORATION	WATER USAGE AT SHIRE PROPERTY	\$738.77
Total Cheques				\$738.77
Wages and Salaries				
	03/08/2022	PAYROLL DIRECT DEBIT OF NET PAYS	PAYROLL FORTNIGHT ENDING 3/08/2022	\$80,754.76
	17/08/2022	PAYROLL DIRECT DEBIT OF NET PAYS	PAYROLL FORTNIGHT ENDING 17/08/2022	\$82,312.74
Total Wages and Salaries				\$163,067.50
Municipal Account Direct Debit				
DD8399.1	03/08/2022	AWARE SUPER PTY LTD	PAYROLL DEDUCTIONS	\$8,584.47
DD8399.2	03/08/2022	BENDIGO SMART SAVER SUPER	SUPERANNUATION CONTRIBUTIONS	\$474.02
DD8399.3	03/08/2022	AMP RETIREMENT SAVINGS ACCOUNT	SUPERANNUATION CONTRIBUTIONS	\$86.54
DD8399.4	03/08/2022	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	\$205.80
DD8399.5	03/08/2022	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	\$244.05
DD8399.6	03/08/2022	COLONIAL FIRSTCHOICE WHOLESALE PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$267.36
DD8399.7	03/08/2022	HOST PLUS SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$233.53
DD8399.8	03/08/2022	MACQUARIE SUPER MANAGER II	SUPERANNUATION CONTRIBUTIONS	\$159.54
DD8399.9	03/08/2022	SUPERWRAP PERSONAL SUPER PLAN	SUPERANNUATION CONTRIBUTIONS	\$809.31
DD8415.1	17/08/2022	AWARE SUPER PTY LTD	PAYROLL DEDUCTIONS	\$8,589.49
DD8415.2	17/08/2022	BENDIGO SMART SAVER SUPER	SUPERANNUATION CONTRIBUTIONS	\$478.96
DD8415.3	17/08/2022	AMP RETIREMENT SAVINGS ACCOUNT	SUPERANNUATION CONTRIBUTIONS	\$46.34
DD8415.4	17/08/2022	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	\$205.80
DD8415.5	17/08/2022	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	\$243.27
DD8415.6	17/08/2022	COLONIAL FIRSTCHOICE WHOLESALE PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$254.91
DD8415.7	17/08/2022	HOST PLUS SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$231.99
DD8415.8	17/08/2022	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	\$171.50
DD8415.9	17/08/2022	MACQUARIE SUPER MANAGER II	SUPERANNUATION CONTRIBUTIONS	\$158.43
DD8444.1	31/08/2022	AWARE SUPER PTY LTD	PAYROLL DEDUCTIONS	\$9,118.35
DD8444.2	31/08/2022	BENDIGO SMART SAVER SUPER	SUPERANNUATION CONTRIBUTIONS	\$437.15
DD8444.3	31/08/2022	AMP RETIREMENT SAVINGS ACCOUNT	SUPERANNUATION CONTRIBUTIONS	\$86.23
DD8444.4	31/08/2022	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	\$11.05
DD8444.5	31/08/2022	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	\$205.80
DD8444.6	31/08/2022	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	\$243.27
DD8444.7	31/08/2022	COLONIAL FIRSTCHOICE WHOLESALE PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$255.68
DD8444.8	31/08/2022	HOST PLUS SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$232.14
DD8444.9	31/08/2022	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	\$244.28
DD8399.10	03/08/2022	WEALTH PERSONAL SUPERANNUATION AND PENSION FUND	SUPERANNUATION CONTRIBUTIONS	\$117.41
DD8399.11	03/08/2022	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$1,891.35
DD8399.12	03/08/2022	MACQUARIE SUPER ACCUMULATOR	SUPERANNUATION CONTRIBUTIONS	\$136.69
DD8399.13	03/08/2022	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$505.00
DD8399.14	03/08/2022	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	\$311.83
DD8399.15	03/08/2022	VIRGIN MONEY SUPER	SUPERANNUATION CONTRIBUTIONS	\$193.81
DD8415.10	17/08/2022	SUPERWRAP PERSONAL SUPER PLAN	SUPERANNUATION CONTRIBUTIONS	\$813.44
DD8415.11	17/08/2022	WEALTH PERSONAL SUPERANNUATION AND PENSION FUND	SUPERANNUATION CONTRIBUTIONS	\$268.37
DD8415.12	17/08/2022	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$1,895.68
DD8415.13	17/08/2022	MACQUARIE SUPER ACCUMULATOR	SUPERANNUATION CONTRIBUTIONS	\$141.98
DD8415.14	17/08/2022	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$485.27
DD8415.15	17/08/2022	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	\$238.60
DD8415.16	17/08/2022	VIRGIN MONEY SUPER	SUPERANNUATION CONTRIBUTIONS	\$193.81
DD8444.10	31/08/2022	MACQUARIE SUPER MANAGER II	SUPERANNUATION CONTRIBUTIONS	\$190.87

DD8444.11	31/08/2022	SUPERWRAP PERSONAL SUPER PLAN	SUPERANNUATION CONTRIBUTIONS	\$785.86
DD8444.12	31/08/2022	WEALTH PERSONAL SUPERANNUATION AND PENSION FUND	SUPERANNUATION CONTRIBUTIONS	\$251.60
DD8444.13	31/08/2022	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$1,895.21
DD8444.14	31/08/2022	MACQUARIE SUPER ACCUMULATOR	SUPERANNUATION CONTRIBUTIONS	\$140.36
DD8444.15	31/08/2022	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$484.50
DD8444.16	31/08/2022	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	\$292.31
DD8444.17	31/08/2022	VIRGIN MONEY SUPER	SUPERANNUATION CONTRIBUTIONS	\$193.81
Total Direct Debits				\$43,707.02

Credit Card Payments

11/08/2022	EFT20113	TRYBOOKING	2 LGIS RISK FORUM REGISTRATIONS	\$461.00
		HEALTHENGINE	HEALTH ENGINE APP, SMS RECALLS & NEW PATIENTS	\$171.60
		HUMANTIX	SEGRA CONFERENCE REGISTRATION	\$1,250.00
		ACTIV8ME	INTERNET FOR JULY/AUGUST	\$45.40
		BENDIGO BANK	CARD FEE	\$4.00
		WESTNET	INTERNET FOR AUGUST	\$119.95
			INTERNET FOR AUGUST	\$99.95
			INTERNET FOR AUGUST	\$164.95
Total Credit Card Payments				\$2,316.85

Total Municipal Account EFT Payments	\$482,186.97
Total Municipal Account Cheque Payments	\$738.77
Total Trust Account EFT Payments	\$0.00
Total Trust Account Cheque Payments	\$0.00
Total Wages	\$206,774.52
Total	\$689,700.26

**Planning and Development (Local Planning Schemes) Regulations 2015
Schedule 2 Deemed provisions for local planning schemes Part 11 Forms referred
to in this Scheme cl. 86**

The form of an application for development approval referred to in clause 62(1)(a) is as follows —

Application for development approval

Owner details		
Name: Co-operative Bulk Handling Ltd		
ABN (if applicable):		
Address: Level 6, 240 St Georges Terrace, Perth, WA, 6000 Postcode:		
Phone: Work: 08 9206 6061 Home: Mobile:	Fax:	Email: timothy.roberts@cbh.com.au
Contact person for correspondence: Timothy Roberts		
Signature: 	Date: 21 July 2022	
<i>The signature of the owner(s) is required on all applications. This application will not proceed without that signature. For the purposes of signing this application an owner includes the persons referred to in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 clause 62(2).</i>		

Applicant details (if different from owner)		
Name: As above.		
Address: Postcode:		
Phone:	Fax:	Email:
Work:
Home:		
Mobile:		
Contact person for correspondence:		
The information and plans provided with this application may be made available by the local government for public viewing in connection with the application. <input type="checkbox"/> Yes <input type="checkbox"/> No		
Signature:		Date:

Property details		
Lot N°: 251	House/Street N°:	Location N°:
Diagram or Plan N°: 67329	CoT Vol. N°: 2753	Folio: 201
Title encumbrances (e.g. easements, restrictive covenants): 		

Street name: Kellerberrin – Shackleton Road	Suburb: Shackleton
Nearest street intersection: Bruce Rock – Quairading Road	
Proposed development	
Nature of development: <input type="checkbox"/> Works <input type="checkbox"/> Use <input checked="" type="checkbox"/> Works and use	
Is an exemption from development claimed for part of the development? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, is the exemption for: <input type="checkbox"/> Works <input type="checkbox"/> Use	
Description of proposed works and/or land use: Grain Depot (3x Open Bulkheads proposed at 1.8m high and total capacity of 62,225 tonnes; 3 x Drive Over Grids; and associated internal roads and drainage basin works.	
Description of exemption claimed (if relevant):	
Nature of any existing buildings and/or land use: No existing buildings on Lot 251 of Plan 67329.	
Approximate cost of proposed development: \$1,050,000 (inc GST)	
Estimated time of completion: 4 weeks following approval.	

OFFICE USE ONLY

Acceptance Officer's initials: *EHO JA* Date received: *21 July 2022*
Local government reference N^o: *21-JULY-2022 CBH Shackleton*



21 July 2022

Darren Mollenoyux, Chief Executive Officer
Shire of Bruce Rock
Via email: ceo@brucerock.wa.gov.au

Dear Darren,

LOT 251 KELLERBERRIN-SHACKLETON ROAD, SHACKLETON PROPOSED GRAIN DEPOT

CBH is seeking development approval from the Shire of Bruce Rock for a proposed grain depot located at Lot 251 Kellerberrin-Shackleton Road, Shackleton. The subject application is prepared in accordance with Schedule 2 (Deemed Provisions) of the Planning and Development (Local Planning Schemes) Regulations 2015 and the Shire of Bruce Rock Local Planning Scheme No. 3 (LPS 3).

CBH had a record harvest last year where its existing storage infrastructure was not enough to keep up with the record crop. This yield is still being held. These proposed bulkheads will assist CBH and local growers with accommodating this existing and future demand. Additional bulkheads provide further benefits to CBH than just storage as they also move grain to port quicker and allow grain to be moved around on site which can assist with reducing waiting times and keeping trucks off roads. Current modelling suggests that we will again have another big harvest this year meaning the construction and use of these bulkheads is integral to CBH's operations.

CBH is accelerating its investment in the network with over \$1 billion invested in 2.8 million tonnes of storage. With a clear goal of exporting 3 million tonnes per month by 2033, we need to continue to invest in the network at elevated levels. This enables us to improve our ability to receive harvest efficiently, sustain current assets and infrastructure and increase our focus on improving our outloading abilities during above average harvests.

Town Planning Considerations

The proposed development is considered to be consistent with Clause 68 of Schedule 2 (Deemed Provisions) of the Planning and Development (Local Planning Schemes) Regulations 2015 and the provisions of the Shire of Bruce Rock LPS 3.

Local Planning Scheme No. 3

The subject land is zoned 'rural' under the Shire's LPS 3. The existing land use class is 'agricultural-extensive' and this application seeks to change the land use to 'grain depot' which is defined as a premises for the receipt, storage, treatment, and despatch of grain however is not specifically listed as a land use within the Zoning Table of LPS 3. The change in use only applies to the portion of 'Rural' zoned land as shown on DRG No 514-ENG-CL-DCO-0009, and the balance of the land is to remain an 'agriculture-extensive' land use.

LPS 3 details site and development requirements for the rural zone specifically in relation to front, rear and side setbacks. Table 2 of LPS 3 does not stipulate a use class relevant of CBH activities and where requirements for a particular use are not set out in this Scheme the development shall conform to such requirements as the local government shall determine. The proposed bulkhead requests a front setback of roughly 240 metres from the Kellerberrin-Shackleton Road front lot boundary. There are no changes to staff numbers proposed as part of this application meaning no additional car parking bays are required.

Shire of Bruce Rock Local Planning Strategy

The Shire of Bruce Rock Local Planning Strategy commits to continuing to protect its valuable agricultural resources and rural hinterland. Agriculture is the dominant industry sector in the Shire of Bruce Rock and is expected to remain the most significant contributor to local economic activity. The proposed grain depot is an agricultural associated land use meaning the proposal does not compromise the objectives and strategies of the Shire of Bruce Rock Local Planning Strategy or the objectives of the rural zone within LPS3 and warrants approval accordingly.

Traffic Management

No additional traffic will be generated through the use of the three proposed bulkheads. Last years' record harvest meant a higher than expected amount of grain needed to be stored at sites prior to it going to Port. A large amount of carryover grain remains at many of these sites. If a CBH site is full and not able to accept any more local grain then operationally CBH had to bring in trucks sooner to take the stored grain to Port. The site could then accommodate the excess local grain. If this out loading does not occur and a site was full the trucks still use the road to drop grain off to a grain receipt site closer to Port.

The amount of bulkheads doesn't determine the amount of traffic generation, traffic generation is determined by grain yield which is outside of the development application process. Additional storage means traffic movements generated by a harvest are spread out over a greater period of time as grain does not need to be transported to port sooner to accommodate demand. This reduces the amount of trucks on the road network within the harvest period. Local demand and uncertain grain production are going to exist no matter what the storage capabilities of a site can accommodate.

Stormwater Management

All stormwater drainage associated with the proposed development is to be contained and disposed of on-site. The construction of the emergency bulkheads will include a stormwater management strategy that caters for a 5-year ARI event with stormwater to be directed to the open drainage conveyance system and for all surface water to be detained on-site up to the 5-year ARI event in a detention basin.

Noise & Dust Management

CBH shall ensure that noise from the specification and installation of any mechanical equipment as well as traffic noise does not exceed assigned levels prescribed in the *Environmental Protection (Noise) Regulations 1997*, when it is received at a neighbouring property. Should the local government consider it necessary, CBH would be supportive of a condition on development approval for noise and dust monitoring to be conducted at its Shackleton site. CBH undertakes frequent noise and dust monitoring across all its sites to ensure that dust and noise levels are measured and are mitigated whenever there is an exceedance.

Complaints Procedure

Shackleton falls within the Kwinana South Area 13. The Area Manager for the CBH Kwinana South Area 13 manages all enquiries in relation to the CBH Shackleton site. All complaints in relation to the Shackleton site can also be submitted to the Government and Industry Relations team of CBH.

The proposed grain depot is aligned with the planning framework and is not considered to result in any new amenity impacts to the surrounding area. CBH respectfully requests the Application for Development Approval is considered by the Shire of Bruce Rock expeditiously given the straightforward nature of the application and its general compliance with the Shire's planning framework.

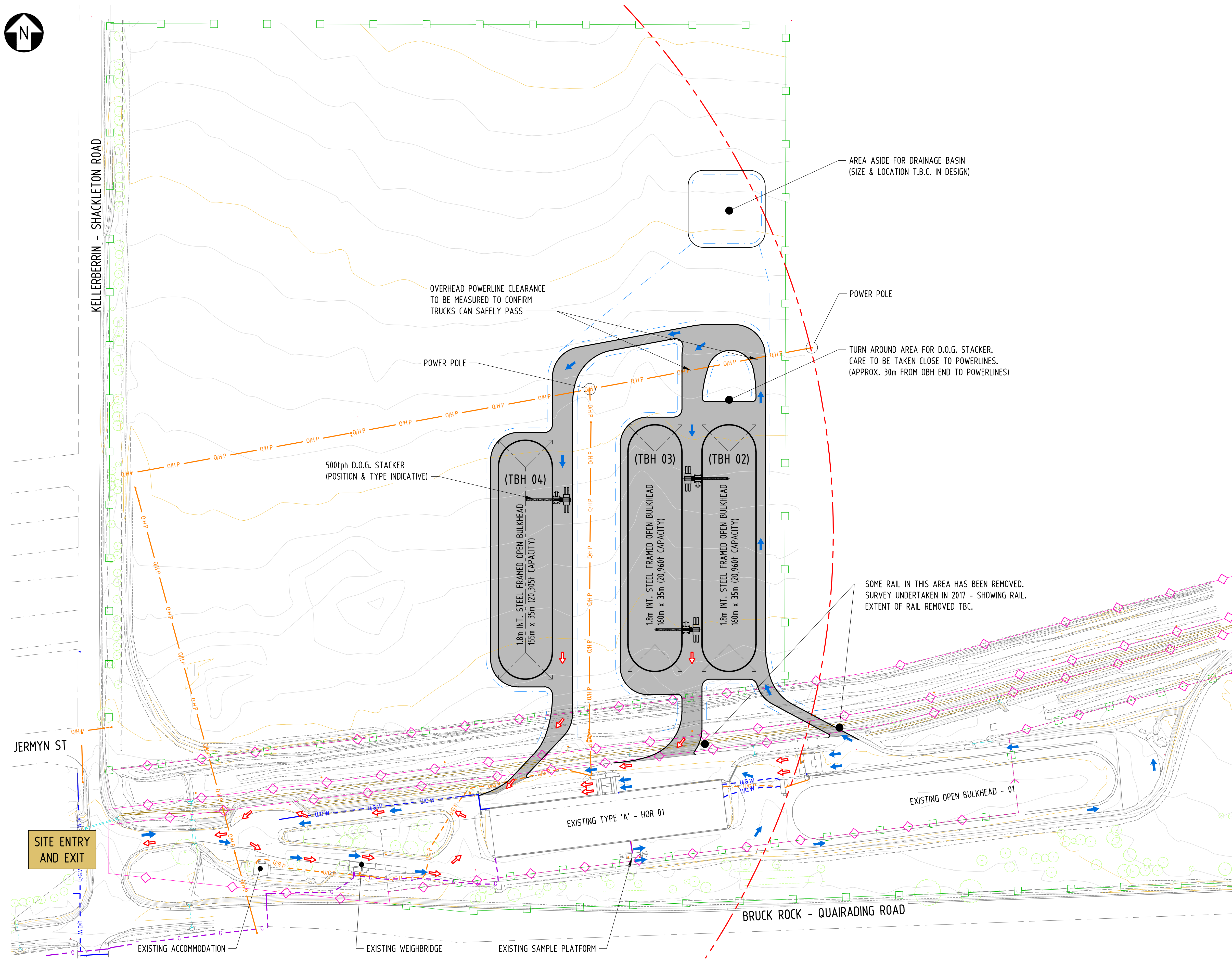
Yours Sincerely,



Timothy Roberts
Specialist – Regulatory Approvals Adviser

RECEIVED

By J Goldacre at 7:06 am, Aug 04, 2022



DRAWING LEGEND

- TRAFFIC MOVEMENTS - TRUCKS FULL
- TRAFFIC MOVEMENTS - TRUCKS EMPTY
- LOT BOUNDARIES
- EPA INDUSTRIAL/SENSITIVE LAND USE SEPARATION DISTANCE - 500m RADIUS
- CBH SITE BOUNDARY
- CBH RAIL LEASE BOUNDARY
- PROPOSED SITE BOUNDARY
- OVERHEAD POWER LINES
- UNDERGROUND POWER CABLES
- UNDERGROUND COMMS CABLES
- UNDERGROUND WATER PIPES
- UNDERGROUND STORMWATER PIPES
- RAIL LINE
- PROPOSED OPEN DRAINS

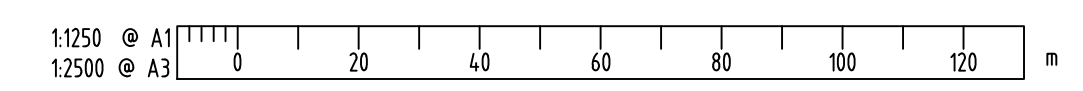
STORAGE CAPACITIES

EXISTING STORAGE		
'A' TYPE STORAGE	HOR 01	26,800 t
LOW STEEL FRAMED OPEN BULKHEAD	(01)	25,000 t
TOTAL EXISTING STORAGE		51,800 t
PROPOSED STORAGE		
1.8m INT. STEEL FRAMED OPEN BULKHEAD	(TBH 02)	20,960 t
1.8m INT. STEEL FRAMED OPEN BULKHEAD	(TBH 03)	20,960 t
1.8m INT. STEEL FRAMED OPEN BULKHEAD	(TBH 04)	20,305 t
TOTAL PROPOSED STORAGE		62,225 t
TOTAL SITE STORAGE		114,025 t

HATCHING LEGEND

	AREA OF NEW WORKS	31,300 m ²
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PRELIMINARY ISSUE
DO NOT USE FOR CONSTRUCTION
DATE 01.07.22



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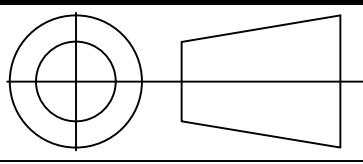


CBH GROUP
LEVEL 6
240 ST GEORGE'S TERRACE
PERTH W.A. 6000
PH (08) 9237 9600
FAX (08) 9322 3942

REF DRAWING No.	REFERENCE DRAWING TITLE	REV	DATE	REVISION DESCRIPTION	BY	CHK'D	APP'D
A		30.06.22		ISSUED AS CHECK PRINT AND FOR REVIEW	JB		

SCALE: 1:1250	DRAWN: J. Butlingham	30.06.22	TITLE: SHACKLETON PRE FEASIBILITY STUDY 2022 EMERGENCY STORAGE CONCEPTUAL LAYOUT No. 2
SHEET: A1	CHECKED:		
PROJECT:	DESIGNED:		
CONTRACT No:	DESIGN APPR:		
	PROJECT APPR:		
ORG No: 514-ENG-CI-DCO-0009	SHEET: 1 OF 1	REV: A	

DO NOT SCALE FROM THIS DRAWING



INSTALLATION NOTES:

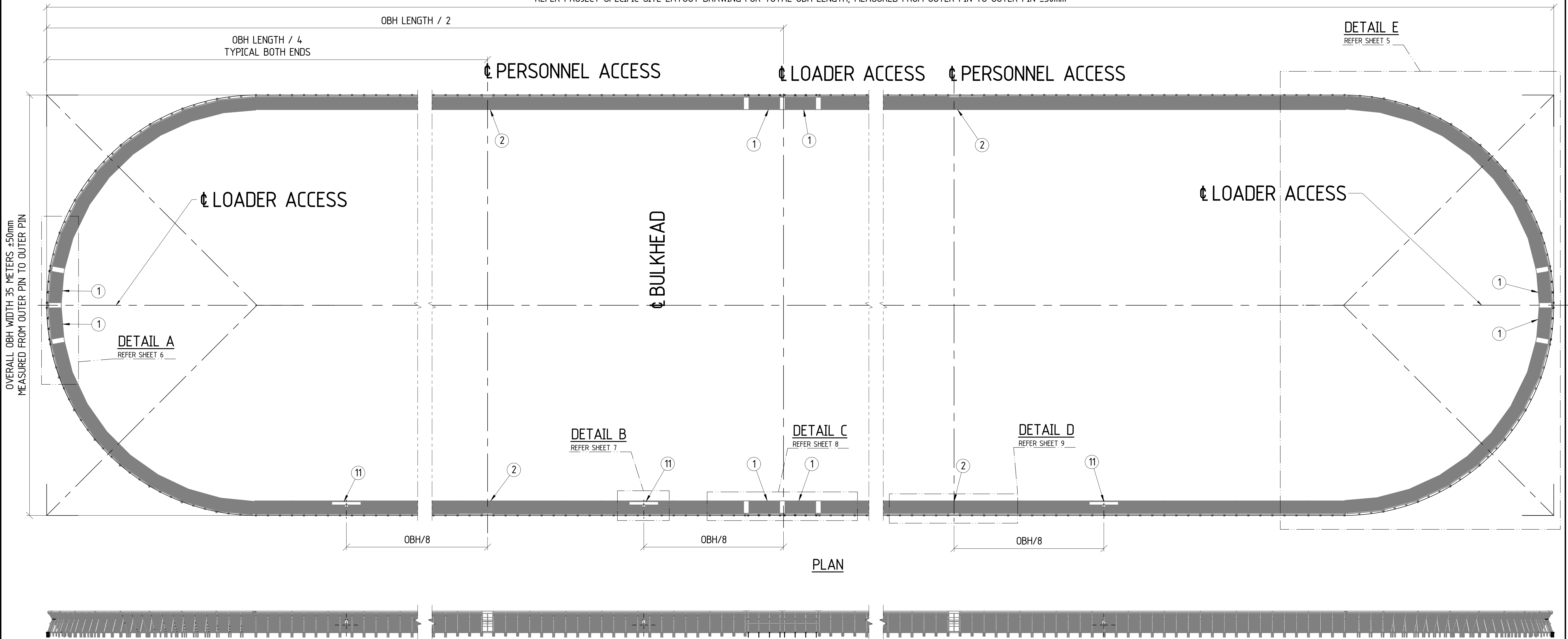
- OBH LENGTH AND WIDTH DIMENSIONS ARE SPECIFIED FROM REAR PIN TO THE OPPOSITE REAR PIN. REFER PROJECT SPECIFIC SITE LAYOUT DRAWING FOR DIMENSIONS.
- TOLERANCE FOR OVERALL OBH WIDTH AND LENGTH ARE +/- 50MM. TOLERANCE FOR FRAME SPACING +/- 10mm.
- NOTE DIFFERENT ANCHORING DETAILS FOR DOOR/GATES AND FRAMES EITHER SIDE OF BULKHEAD OPENINGS. REFER ANCHORING DETAILS ON SHEETS 2 AND 3.
- NOTE ADDITIONAL Z-CAPPING, WOOD AND CLADDING TRIMMING REQUIRED AT GATE JOINS. REFER SHEETS 6 AND 8 FOR DETAILS.
- TYPICAL CLADDING OVERLAP IS 200mm, CENTERED OVER THE CENTERLINE OF THE STRUT, FOR ALL JOINS EXCEPT AT GATE AND DOOR JOINS. REFER SHEETS 6 - 9.
- ALL Z-CAPPING MUST BE ALIGNED AS ACCURATELY AS POSSIBLE. ANY MISALIGNMENT IN Z-CAPPING WILL TEAR THE OBH TARP. REFER NOTES ON SHEETS 6, 8 AND 9 FOR TOLERANCES.
- FOUR PERSONNEL ACCESS DOORS TO BE INSTALLED AS SHOWN. TWO INSTALLED EACH SIDE AT MIDPOINTS BETWEEN END OF OBH AND CENTRE BULKHEAD OPENING.
- THREE FUMIGATION T-PIECES TO BE INSTALLED ON SAME SIDE AS ELECTRICAL CONNECTION. REFER SHEETS 1 AND 7 FOR INSTALLATION DETAILS. REFER CBH DRAWING S119-ENG-ME-DER-0001 FOR VENDOR DRAWING OF T-PIECE.
- DRAWING DEPICTS TYPICAL OBH SIZE OF 35M WIDE BY 300M LONG AND ASSOCIATED STANDARDISED REQUIRED QUANTITIES OF FUMIGATION TEES, PERSONAL ACCESS DOORS AND FRONT END LOADER ACCESS GATES. SITE SPECIFIC OBH REQUIREMENTS SHALL BE CONFIRMED WITH THE NOMINATED CBH REPRESENTATIVE PRIOR TO CONSTRUCTION.
- BULKHEAD CONTENTS ARE INTENDED TO BE FUMIGATED IN A SEALED ENVIRONMENT BY USE OF WALL CANVICON AND OVER STACK TARPS - THE CONTRACTOR SHALL MINIMISE ANY MEANS WHICH COULD DETRIMENTALLY AFFECT THE SEALING CAPABILITY, SUCH AS SHARP EDGES THAT COULD CUT TARP.

PARTS LIST (PER UNIT)

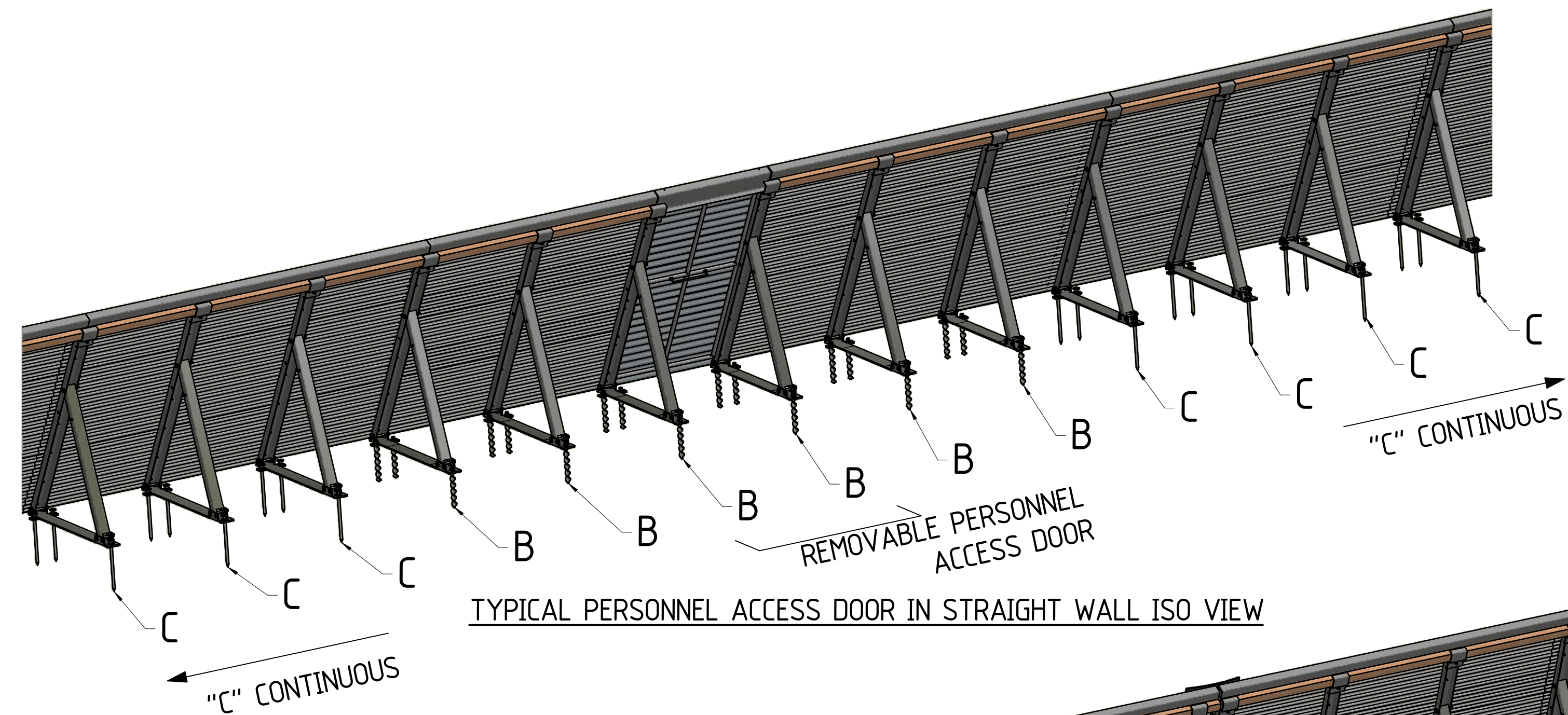
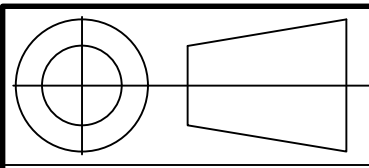
ITEM No	DESCRIPTION	WIDTH	LENGTH	QTY	CBH OR SUPPLIER PART No	PROCESS	SAP Code	MASS Kg	TO DETAIL
1	FRONT END LOADER ACCESS GATE			REFER NOTE	S119-ENG-ST-ASY-0034	FIELD FIT	N/A	184.4	Yes
2	PERSONNEL ACCESS DOOR			REFER NOTE	S119-ENG-ST-ASY-0017	FITTING	N/A	17.1	Yes
3	STRAIGHT PIN STRUT ASSEMBLY			REFER NOTE	S119-ENG-ST-ASY-0004	FITTING	N/A	36.4	Yes
4	SPIRAL PIN STRUT ASSEMBLY			REFER NOTE	S119-ENG-ST-ASY-0005	FITTING	N/A	36.2	Yes
5	CUSTOM ORB ZINC ALUME 0.42mm BMT 550 MPa MIN. (YIELD)	762	3200	REFER NOTE	S119-ENG-ST-PRT-0010	FITTING	DREQ	1.3	No
6	DIA 20 STRAIGHT PIN ANCHOR		420	REFER NOTE	S-014-A0000	FIELD KIT	DREQ	1.1	Yes
7	SPIRAL PIN ANCHOR		300	REFER NOTE	S119-ENG-ST-DER-0052	FITTING	DREQ	0.8	Yes
8	Z CAPPING 1.6PL PGI	300	3000	REFER NOTE	S119-ENG-ST-PRT-0011	FAB SHEET	108015	11.4	Yes
9	TIMBER SAWN KARRI STRUC3 75mmx50mmx3m	75	3000	REFER NOTE	S119-ENG-ST-PRT-0014	FITTING	108594	6.2	No
10	TARP CLAMP 6PL	130	257	REFER NOTE	S119-ENG-ST-PRT-0012	FAB PROFILE	107901	1.6	Yes
11	FUMIGATION TEE PIECE			REFER NOTE	S119-ENG-ME-DER-0001	FITTING	N/A		Yes
12	RUBBER STRIP 450mm WIDE, 8mm THICK	450	2050	REFER NOTE	S119-ENG-ST-PRT-0048	FIELD KIT	DREQ	6.9	No
13	M10 x 120 GALV BOLT GR8.8 (50mm THREAD Min.)			REFER NOTE		FIELD KIT	DREQ	0.1	No
14	M10 GALV. NUT			REFER NOTE		FIELD KIT	DREQ	0.0	No
15	M10 GALV FW			REFER NOTE		FIELD KIT	DREQ	0.0	No
16	METAL TEK SCREW, HEX HEAD, 14g-20x22mm, CLASS 4, WITH SEAL			REFER NOTE		FIELD KIT	DREQ	0.0	No
17	METAL TEK SCREW, HEX HEAD, 14g-20x45mm, CLASS 4, WITH SEAL			REFER NOTE		FIELD KIT	DREQ		No
18	NOVALAST LTM 151			REFER NOTE		FIELD KIT	DREQ		No
19	BOSTIK SEAL AND FLEX 1			REFER NOTE		FIELD KIT	DREQ		No

**** QTY NOTE: TO CALCULATE EXACT ORDER QUANTITIES, REFER TO THE 'CBH OBH PROCUREMENT CALCULATOR'-S119-ENG-ST-CAL-0001**

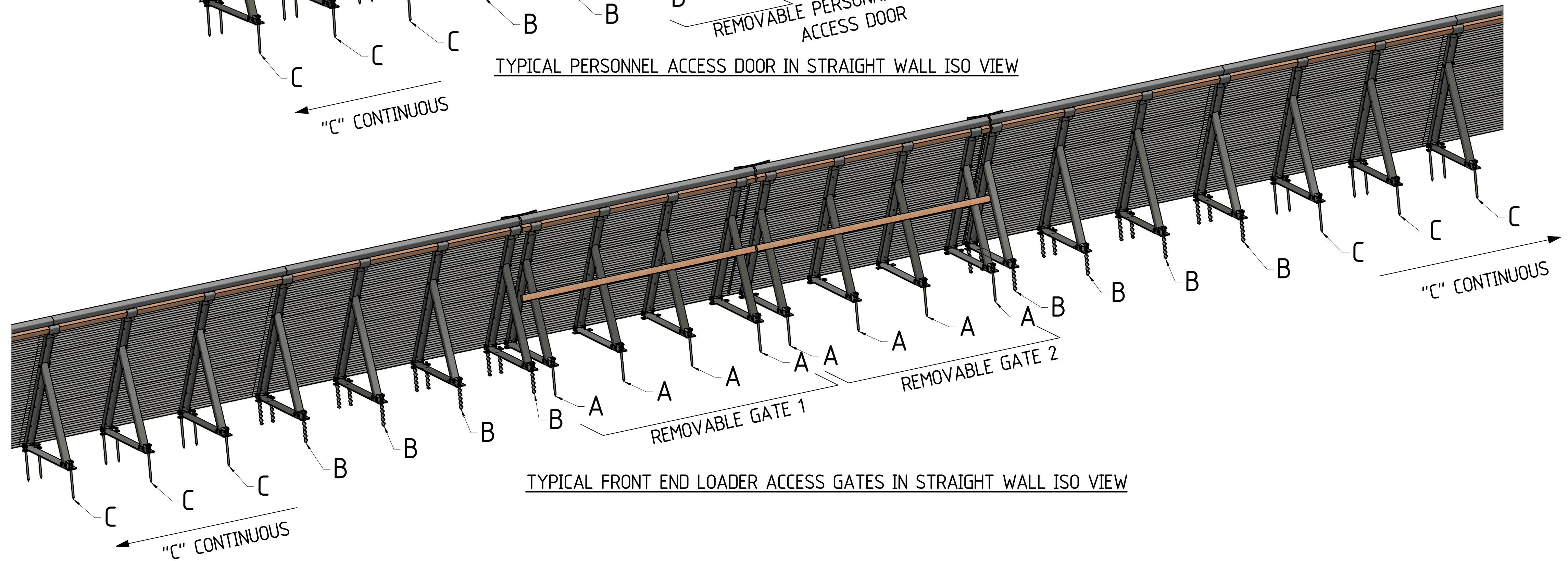
REFER PROJECT SPECIFIC SITE LAYOUT DRAWING FOR TOTAL OBH LENGTH, MEASURED FROM OUTER PIN TO OUTER PIN ±50mm



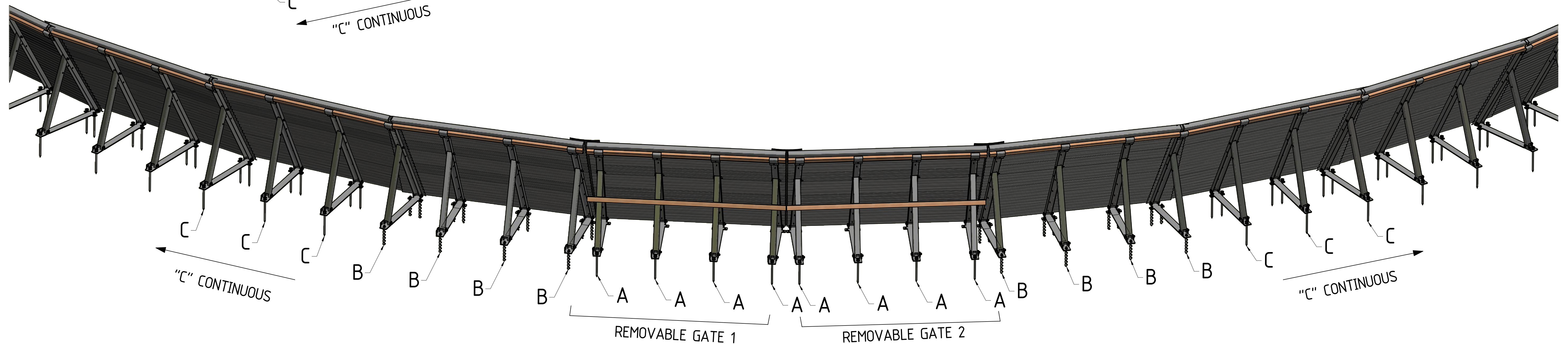
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		DO NOT SCALE FROM THIS DRAWING		REF DRG No.	REFERENCE DRAWING TITLE	REV	DATE	REVISIONS	BY	CHK	APP	REV	DATE	REVISIONS	BY	CHK	APP	APPROVED NH 11/06/2020		



TYPICAL PERSONNEL ACCESS DOOR IN STRAIGHT WALL ISO VIEW



TYPICAL FRONT END LOADER ACCESS GATES IN STRAIGHT WALL ISO VIEW



TYPICAL FRONT END LOADER ACCESS GATES IN CURVED WALL ISO VIEW

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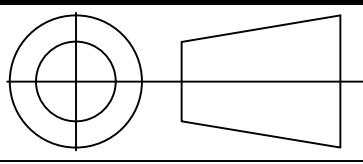
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ENGINEER	BC 11/06/2020
APPROVED	NH 11/06/2020

DRAWING TITLE
1.8m OPEN BULK HEAD
GENERAL ARRANGEMENT
ANCHORINGS LAYOUT

SITE	VARIOUS	SIZE	A1
PROJECT	STANDARD		
DRAWING No	S119-ENG-ST-DGA-0003	SHEET	2 OF 9
REV.	0		

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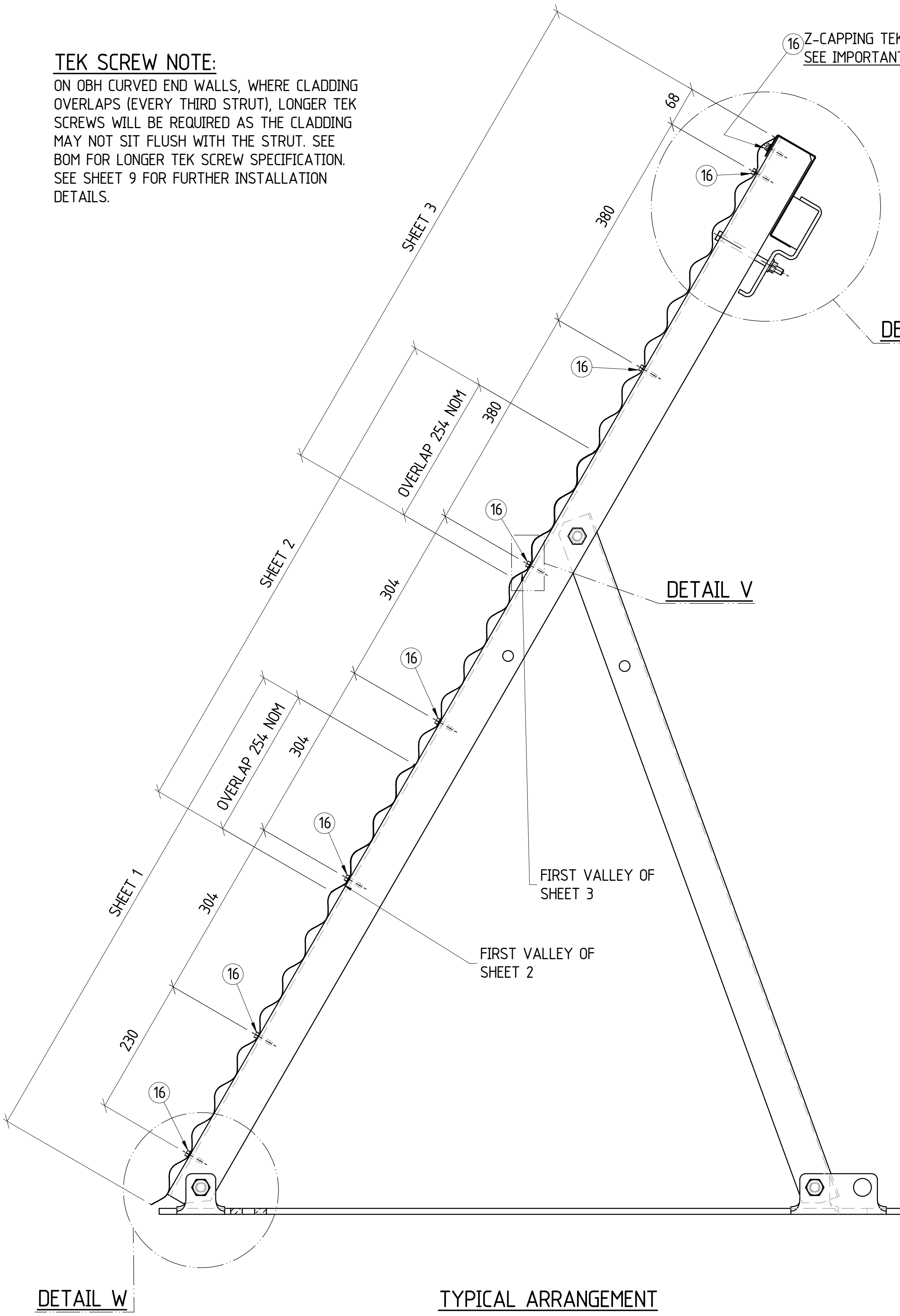
TEK SCREW NOTE:

ON OBH CURVED END WALLS, WHERE CLADDING OVERLAPS (EVERY THIRD STRUT), LONGER TEK SCREWS WILL BE REQUIRED AS THE CLADDING MAY NOT SIT FLUSH WITH THE STRUT. SEE BOM FOR LONGER TEK SCREW SPECIFICATION. SEE SHEET 9 FOR FURTHER INSTALLATION DETAILS.

IMPORTANT NOTE:

TYPICAL ALL JOINTS, EXCEPT DOOR/GATE JOINTS:

- 'Z' CAPPING SHALL BUTT JOIN TO THE CENTRE LINE OF THE STRUT.
- ALL Z CAPPING MUST BE ALIGNED AS ACCURATELY AS POSSIBLE. ANY MIS-ALIGNMENT IN THE 'Z' CAPPING WILL CREATE SHARP EDGES, WHICH MAY DAMAGE THE OBH TARP. MAXIMUM 'Z' CAPPING MISALIGNMENT TO BE 2mm IN ALL DIRECTIONS.
- WHERE 'Z' CAPPING BUTT JOINS OVER A STRUT, FIX 'Z' CAP WITH 2 x TEK SCREWS, ONE IN EACH 'Z' CAP (SHOWN BELOW)
- WHERE 'Z' CAPPING PASSES OVER A STRUT, FIX 'Z' CAP WITH 1 x TEK SCREW, INLINE WITH THE CENTRE OF THE STRUT.



16 Z-CAPPING TEK SCREW
SEE IMPORTANT NOTES

DETAIL T

DETAIL V

VIEW-AM

TOE DOWN
TOP EDGE OF THE SHEET
TO SIT ABOVE TEK SCREW

5 MIN.
10 MAX.

DETAIL T

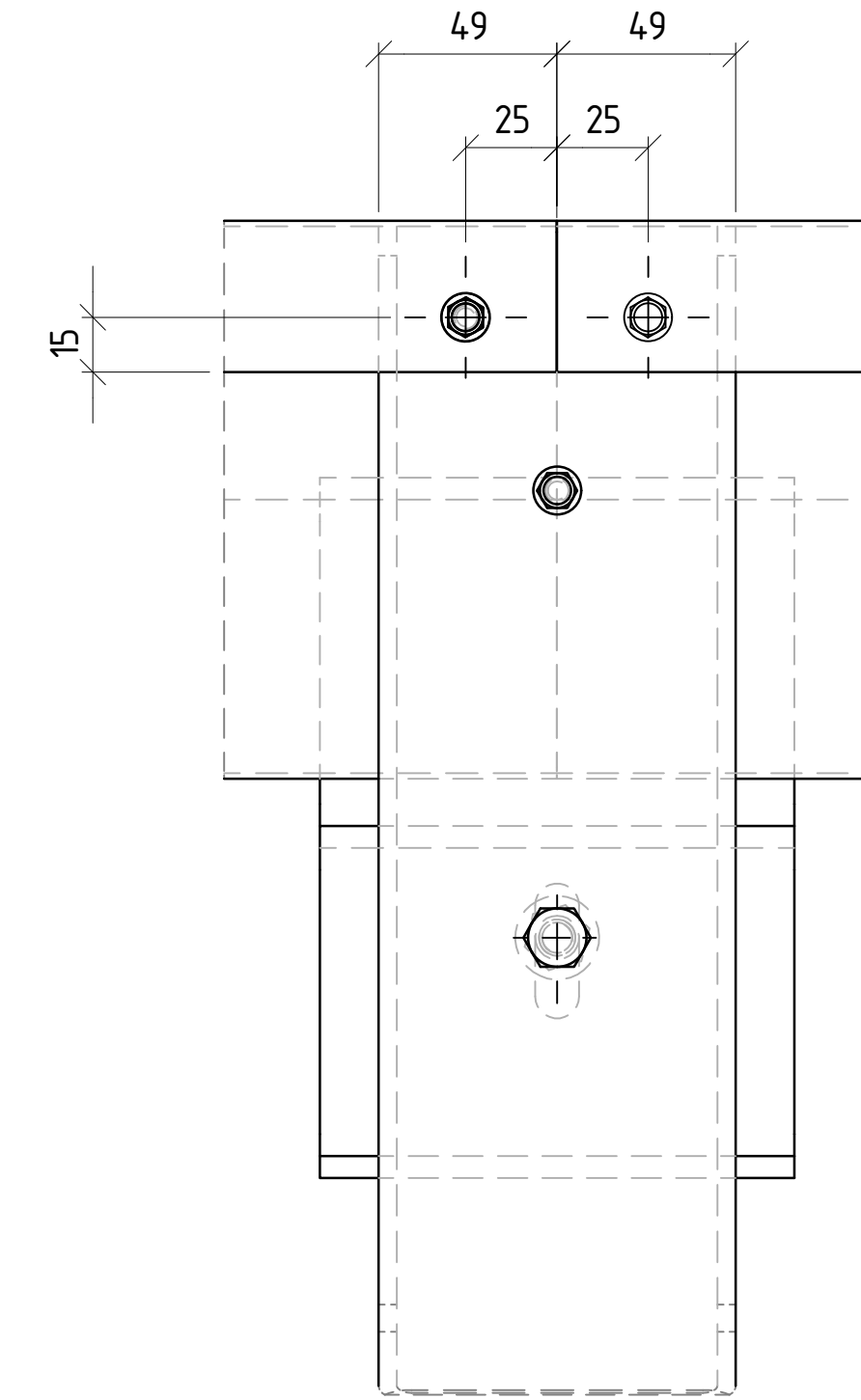
VIEW-AM

PLACE THE BOTTOM TEK SCREW
IN THE SECOND CORRUGATION
AS THIS WILL ALLOW THE
WEIGHT OF THE GRAIN TO
'STRETCH' THE CLADDING
AND CLOSE THE BOTTOM GAP
WHILE GRAIN IS IN STORAGE

TOE UP

16 MAX.
10 MIN.

DETAIL W



VIEW-AM
(CLADDING NOT SHOWN FOR CLARITY)

SHEET 2 & 3 OVERLAP - TEK SCREW TO BE FIXED
IN THE FIRST VALLEY OF SHEET 3

SHEET 1 & 2 OVERLAP - TEK SCREW TO BE FIXED
IN THE FIRST VALLEY OF SHEET 2

SHEET 3 ON TOP OF SHEET 2

SHEET 2 ON TOP OF SHEET 1

DETAIL V
SHEET OVERLAP
(STRUT NOT SHOWN FOR CLARITY)

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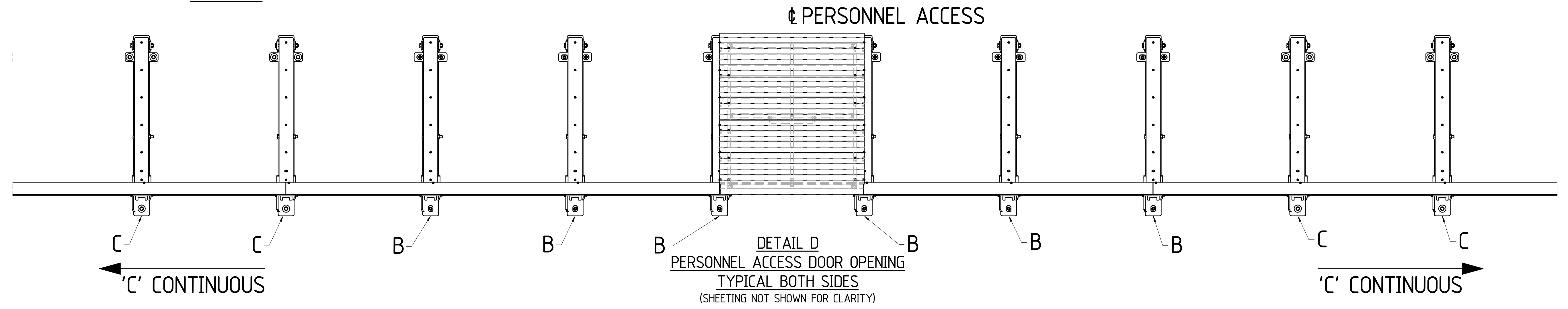
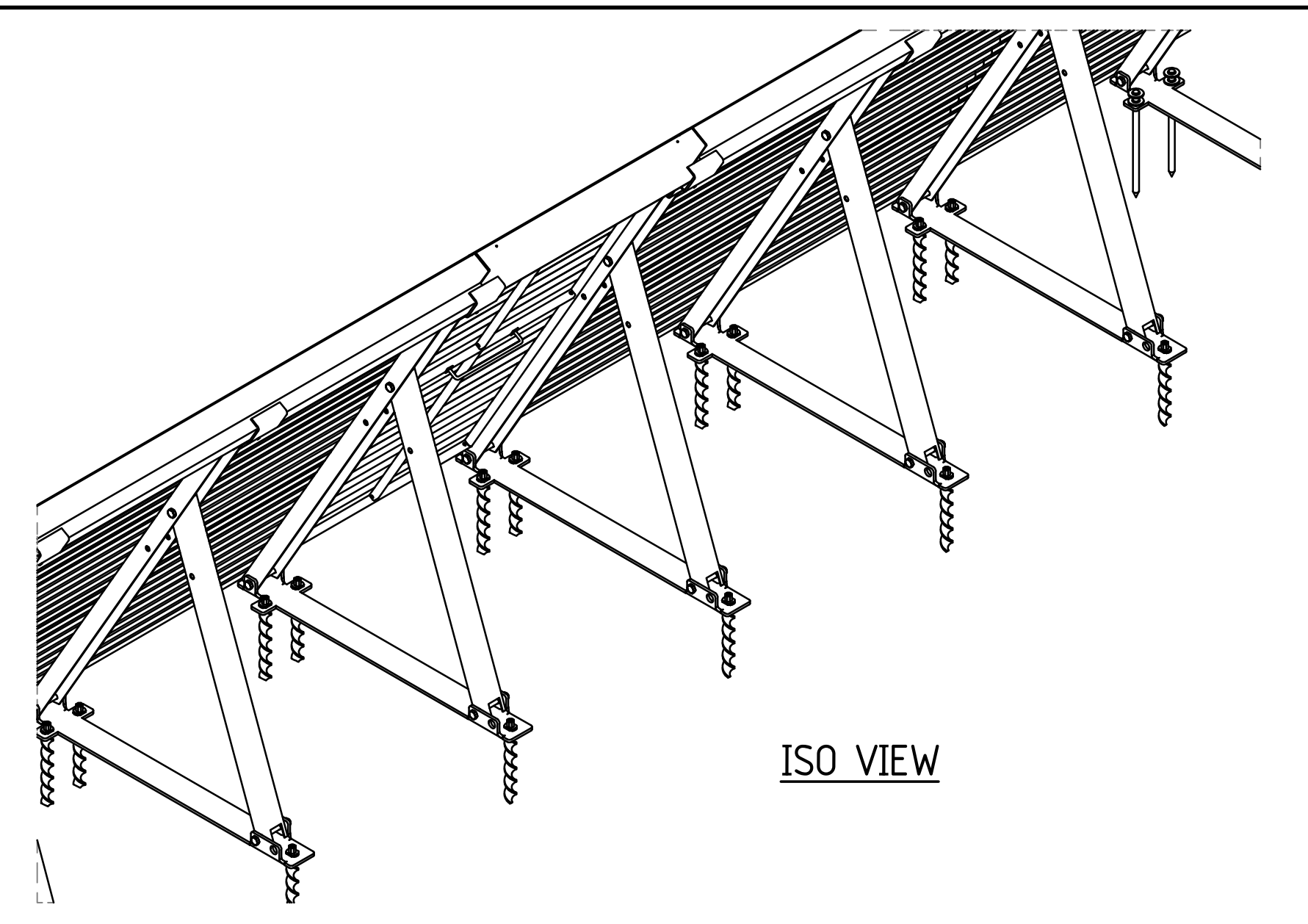
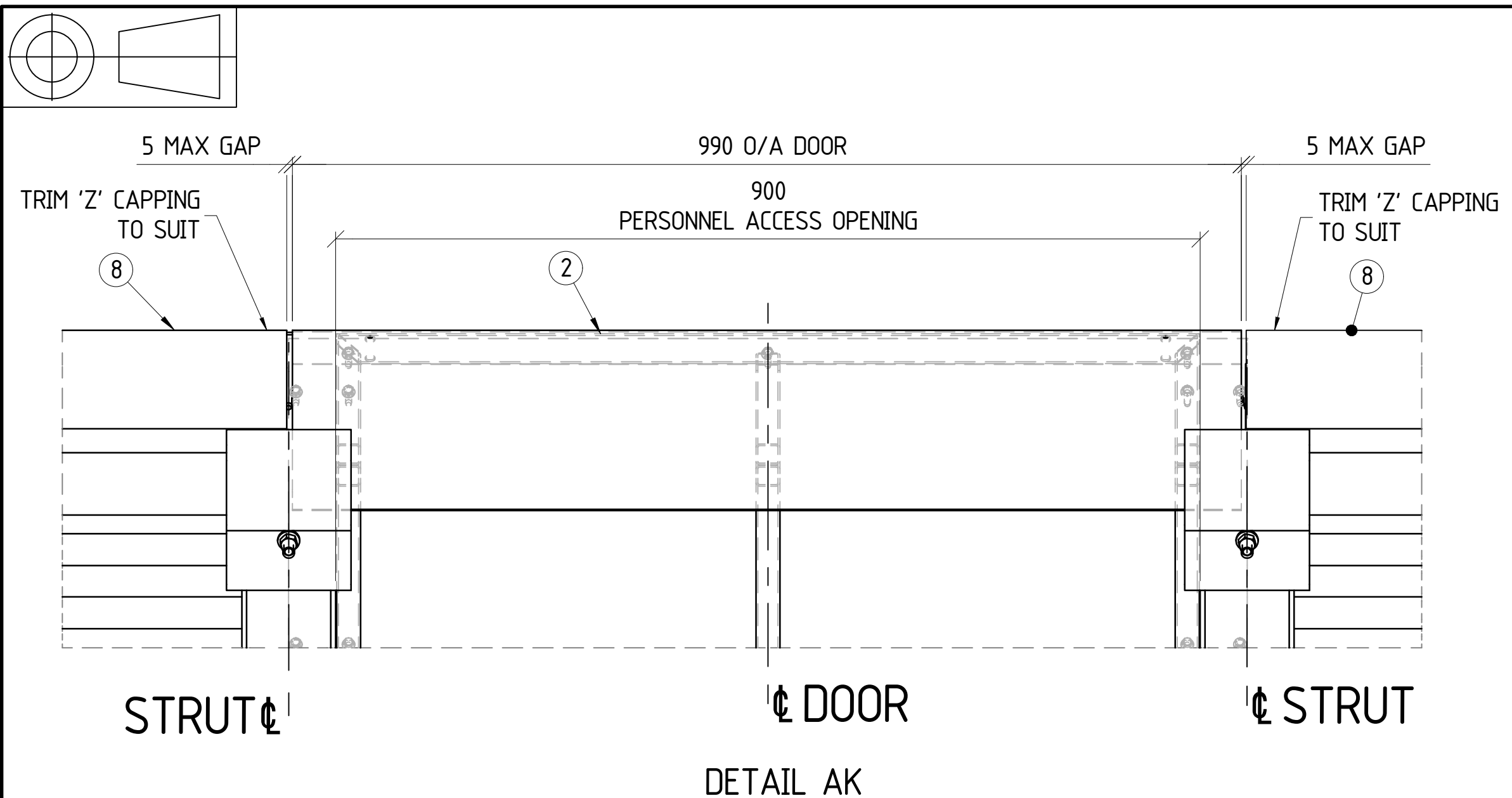
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DRAWING TITLE
1.8m OPEN BULK HEAD
GENERAL ARRANGEMENT
TYPICAL WALL ASSEMBLY

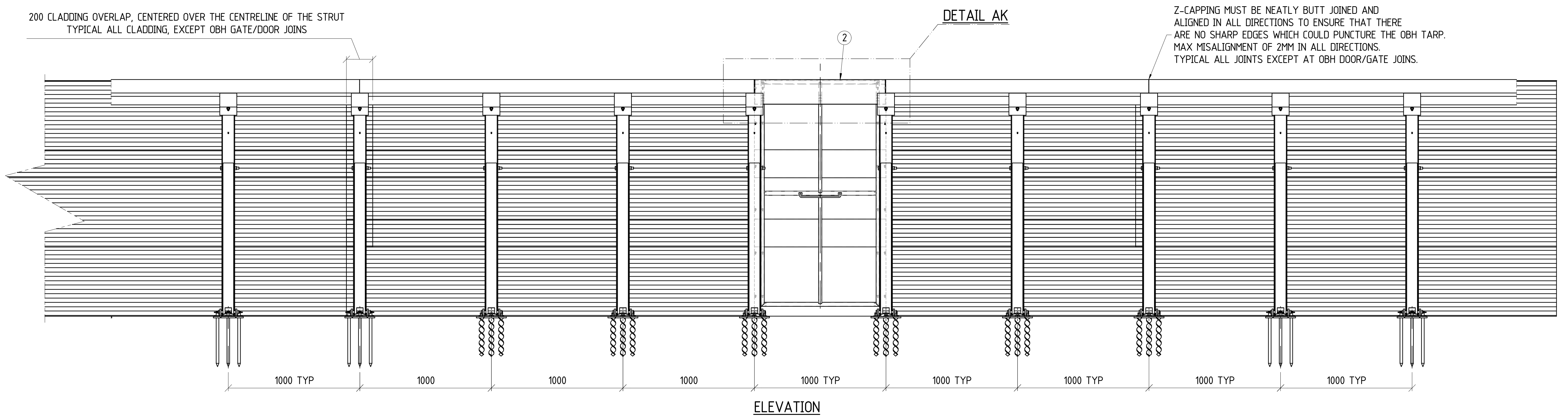
SITE VARIOUS
PROJECT STANDARD
DRAWING No S119-ENG-ST-DGA-0003
SHEET 4 OF 9

SIZE A1
REV. 0

DO NOT SCALE FROM THIS DRAWING



200 CLADDING OVERLAP, CENTERED OVER THE CENTRELINE OF THE STRUT
TYPICAL ALL CLADDING, EXCEPT OBH GATE/DOOR JOINS



Z-CAPPING MUST BE NEATLY BUTT JOINED AND ALIGNED IN ALL DIRECTIONS TO ENSURE THAT THERE ARE NO SHARP EDGES WHICH COULD PUNCTURE THE OBH TARP. MAX MISALIGNMENT OF 2MM IN ALL DIRECTIONS. TYPICAL ALL JOINTS EXCEPT AT OBH DOOR/GATE JOINS.

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		DO NOT SCALE FROM THIS DRAWING	REF DRG No.	REFERENCE DRAWING TITLE	REV	DATE	REVISIONS	BY	CHK	APP	REV	DATE	REVISIONS	BY	CHK	APP	APPROVED NH 11/06/2020	PROJECT STANDARD	DRAWING No S119-ENG-ST-DGA-0003

Attachment D Schedule of Submissions from the advertising of the Application for Development Approval – On Lot 251, Kellerberrin – Shackleton Road, Shackleton for a Grain Depot consisting of three Open Bulkheads of a capacity of 62,225 tonnes with three Drive Over Grids, and associated internal roads and drainage basin works.

CBH Development Proposal – Advertised 9 August 2022 to 8 September 2022.

Schedule of Submissions Received:

No.	Source	Contact	Summary of Submission	Comment	Council Recommendation
1.	S Woodward & A Jaworak	Venemore St. Shackleton WA	Welcomes the CBH proposal as a benefit to farming & employment. Agrees the possible noise & traffic increase will be offset by the benefit to the town of Shackleton longevity.	Noted. Any traffic and noise issues onsite of the development is controlled by Management Plans for such. CBH states that public roads traffic volumes are determined by seasons success, or not and outside their ability to control. Public road noise is exempt from the Noise Regulations. Police can enforce road noise issues if considered 'undue and excessive'. Notwithstanding this, as the area has no 'Special Control Area' conditions these need to be imposed as conditions for the development proposal.	Noted.
2.	G Jones, Western Power Customer Service Officer - Planning and Land Development Customer Experience	363 Wellington Street Perth 6000	Stated that Western Power no longer provide comment on development applications. Advises invites to conduct a 'clearance assessment' for building restrictions for clearance & danger zones, and to submit a 'pre-application enquiry'.	Noted. This response was forwarded to the CBH representative for 'Specialist Regulatory Approvals – Government & Industry Relations' as the site plans notes investigation for trucks to pass safely under the present powerlines. It is not the role of the local government to undertake investigations for Western Power assets as this is a specialized activity. Western Power were duly notified and chose to abrogate their direct responsibility.	Noted. The matter of self-assessment to Western Power has been referred to the development applicant to determine Western Power requirements for the Shackleton CBH proposal.

CBH Development Proposal – Advertised 9 August 2022 to 8 September 2022.

Schedule of Submissions Received (Continued...):

No.	Source	Contact	Summary of Submission	Comment	Council Recommendation
3.	C Wallace Main Roads WA Development Planning and Road Access Coordinator Wheatbelt Region	PO Box 6202 East Perth WA 6892	Has no objection to the proposal and have no conditions to apply to any approval granted by the Shire. Requests a copy of the Shire decision to be emailed referencing 19/8643, D22#868104.	Noted. A copy of the Shire decision will be emailed to MainRoadsWA referencing 19/8643, D22#868104.	Noted. A copy of the Shire decision will be emailed to MainRoadsWA referencing 19/8643, D22#868104.
4.					

BRUCE ROCK MENS' SHED INC

To the Executor of the Estate of **William Alan Taylor**

Dear Barry,

While the Bruce Rock Mens' Shed appreciates the bequeath by Mr Taylor, it was resolved that the Bruce Rock Mens' Shed will not take possession of the property at 21 Railway Parade, Bruce Rock.

Regards,



Keith Butler
President

8 September, 2022

**MINUTES OF THE BRUCE ROCK MENS' SHED INC. SPECIAL COMMITTEE
MEETING HELD ON TUESDAY 6TH SEPTEMBER 2022 AT 9.10AM**

PRESENT:

Keith Butler (President), Neville Noack (Secretary), Ray Rowling (Treasurer), John McGellin, Tom Thorn, Clarrie DeBont, Colin Turner

A special committee meeting was held to discuss the acquisition of a Railway Parade property in Bruce Rock.

Moved Neville Noack, that the Bruce Rock Mens Shed wishes to thank the Estate of the late William Alan Taylor of 21 Railway Parade Bruce Rock for the bequeath of the property but wishes to decline the offer.

Seconded Clarrie de Bont.

Carried.

Meeting closed a 9.25am

Policy Name:	8.2 Harvest and Vehicle Movement Bans
Department:	Fire and Emergency Services
Date Adopted:	19 July 2018
Last Reviewed:	7 September 2022

Preamble Policy relating to Harvest and Vehicle Movement Bans.

Objective To state the means by which Harvest and Vehicle Movement Bans (HVMB/ “Harvest Bans”) are imposed.

Policy Harvest Bans are considered following readings which are taken by Fire Weather Officers or their representatives at the Bruce Rock Airstrip, close to the windsock.

The Kestrel Weather Meter is used by the designated officer to complete the reading. Measurements are taken, and then the Aurora Fire Behaviour Calculator (an offline-accessible mobile phone app) is used to calculate the Fire Behaviour Index (FBI). The Shire of Bruce Rock considers an FBI of 37 or above to be high and therefore a Harvest Ban shall be placed when the calculation on the Aurora app is at or above 37 or above.

When using the Kestrel Weather Meter, the following procedures to be followed:

- a. **Air Temperature** – The meter must be held in the hand for a minimum of one minute and exposed to the sun, and;
- b. **Wind direction and speed** – The meter must face the wind direction for at least one minute and an average wind speed must be obtained and multiplied by 1.25, and;
- c. **Relative Humidity** – The meter must be exposed to the weather for at least one minute to obtain a proper reading.

Process When a reading of 37 has been reached the Chief Bushfire Control Officer (CBFCO) or their Deputy, will be contacted to be informed of the reading and to endorse the placing of the HVMB. Once this is in place, vehicles will only be allowed in paddocks for the purpose of tending and watering of livestock.

The Harvest Ban notification will be texted to everybody registered on the Shire’s SMS notification system. The Harvest Ban will also be publicized on the Shire’s Facebook page. In addition, the following are to be contacted if there is need to place a Harvest Ban:

ABC Radio, and the following CBH bins: Bruce Rock, Yarding, Shackleton, Korbelka, Ardath and Ainsworth (if open that year)

When a fire (whether related to harvest or not) breaks out within, or extremely close to, the Shire of Bruce Rock, an immediate Harvest Ban will be placed within the Shire following consultation with the CBFCO or a delegated

person. If the CBFCO or Deputy CBFCO cannot be contacted, the ban will be placed at the discretion of the CEO or DCEO.

Movement of Vehicles in Paddocks during Harvest Bans

The movement of vehicles can occur during a harvest ban if the movement is for tending of livestock and there are two able bodied persons and a tanker of 400L of water present.

Head of Power

Bush Fires Act 1954

Policy Name:	8.3	Burning Periods and Permits
Department:	Fire and Emergency Services	
Date Adopted:	19 July 2018	
Last Reviewed:	15 September 2022	

Preamble Policy relating to Fire Permit Procedures and Burning Periods.

Objective To dictate when Fire Permits are to be issued and under what circumstances.

Policy

Burning Periods

Restricted Burning Period:	30 th September to	31 st October
Prohibited Burning Period:	1 st November to	14 th February
Restricted Burning Period:	15 th February to	31 st March

Variations

The commencement or completion of any of the periods is to be reviewed by the Bush Fire Advisory Committee at a meeting no less than 10 days prior to the period date. The Chief Bush Fire Control Officer is to authorize any determined variation to be gazetted and advertised widely throughout the Shire.

Issuing of Burning Permits

1. Burning Permits are to be completed, by applicant, via the online “Burning Permit Application” located on Council’s website.
2. Once the online “Burning Permit” has been submitted it is to be reviewed for compliance by authorized officer, then provided to the Chief Bush Fire Control Officer (CBFCO) or Deputy CBFCO for approval or rejection.
3. Within 2 business days of receiving the application, approval or rejection is to be emailed to the applicant or collected in person.
4. A burning Permit can be issued for a maximum of 4 days only.
5. The Shire of Bruce Rock reserves the right to cancel any open permits at its discretion. Permit holders will be contacted if this occurs.

Conditions and Obligations of the Burning Permit Holder are outlined in the Burning Permit, a copy of the Shire of Bruce Rock’s Burning Permit is attached, including the following:

- a) Subject to suitable weather conditions. Please check with Bureau of Meteorology in Perth for the “Australian Fire Danger Rating System (AFDRS)” Fire Danger Rating via <http://www.bom.gov.au/wa/forecasts/fire-danger.shtml> and go to Forecasts, Bushfire Danger & Forecast for South West Land Division for “**Lockwood**” as there is NO PERMITTED BURNING on a “high”, “extreme” or “catastrophic” rated days.
- b) Notify the Chief Bush Fire Control Officer or the Shire of Bruce Rock prior to the lighting of fire.
- c) Notify all adjoining landowners or occupiers in accordance with the Bush Fires Act (r.15B (4)).

- d) Before setting fire the permit holder shall arrange for and provide, in order to assist in keeping the fire under control and preventing it from spreading beyond the land on which the burning is to take place, **at least 3 able-bodied** persons who shall be constantly in attendance at the fire from the time it is lit until no burning or smoldering fuel is within 30 metres of the perimeter of the firebreak surrounding the burnt area or, if there is no such firebreak, within 30 metres of the perimeter of the burnt area (r.15B (6)).
- e) Must be equipped with adequate water supplies for duration of fire
- f) Must have a UHF radio that is operational
- g) Must read and abide by ALL accompanying conditions of the permit

Head of Power Bush Fires Act 1954



Great Eastern Country Zone

Minutes

Monday, 29 August 2022

Shire of Kellerberrin
Recreation & Leisure Centre
110 Massingham Street, Kellerberrin

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Great Eastern Country Zone

Hosted by Shire of Kellerberrin
Recreation & Leisure Centre
110 Massingham Street, Kellerberrin

Meeting commenced at 9.32am on Monday, 29 August 2022

Minutes

1. OPENING AND WELCOME

2. ATTENDANCE AND APOLOGIES

Attendance

Shire of Bruce Rock	President Cr Stephen Strange (via MS Teams) Deputy President Cr Tony Crooks Mr Darren Mollenoyux, Chief Executive Officer, non-voting delegate
Shire of Cunderdin	Deputy President Cr Tony Smith
Shire of Dowerin	Ms Rebecca McCall, Chief Executive Officer, non-voting delegate
Shire of Kellerberrin	Deputy President Cr Emily Ryan
Shire of Kondinin	President Kent Mouritz Mr David Burton, Chief Executive Officer, non-voting delegate
Shire of Koorda	Mr Darren Simmons, Chief Executive Officer, Shire of Koorda
Shire of Merredin	President Cr Mark McKenzie Ms Chloe Townsend, A/Deputy Chief executive Officer, non-voting delegate
Shire of Mount Marshall	President Cr Tony Sachse (Chair) Mr John Nuttall, Chief Executive Officer, non-voting delegate
Shire of Narembeen	Deputy President Cr Scott Stirrat Mr David Blurton, Chief Executive Officer, non-voting delegate
Shire of Nungarin	President Cr Pippa de Lacy Deputy President Cr Gary Coumbe Mr Leonard Long, Chief Executive Officer, non-voting delegate
Shire of Tammin	President Cr Glenice Batchelor Ms Joanne Soderlund, Chief Executive Officer, non-voting delegate
Shire of Trayning	Deputy President Cr Geoff Waters Ms Leanne Parola, Chief Executive Officer, non-voting delegate
Shire of Westonia	President Cr Karin Day Deputy President Cr Mark Crees, Shire of Westonia

Shire of Wyalkatchem	Mr Peter Klein, Chief Executive Officer, non-voting delegate
Shire of Yilgarn	President Cr Wayne Della Bosca Mr Nic Warren, Chief Executive Officer, non-voting delegate
Guests	Mandy Walker, Director Regional Development, RDA Michael Roberts, Regional Manager, Goldfields & Agriculture Region Water Corporation Mohammad Siddiqui, Regional Manager Wheatbelt, Main Roads Kirsty Martin, Director, Policy, and Legislation, DLGSC Melissa Spark, Melissa Spark, Regional Manager, WA Primary Health Alliance Richard Burnell, Executive Director Corporate Services, DFES Annette Balmer, Recovery Support Officer, National Recovery & Resilience Agency Samantha Cornwathie, Regional Manager Wheatbelt, DLGSC
WALGA	Cr Karen Chappel, WALGA President Nick Sloan, Chief Executive Officer Tony Brown, Executive Director, Member Services James McGovern, Manager Governance & Procurement Janine Neugebauer, Governance & Organisational Services Officer Cliff Simpson, Road Safety Advisor, WALGA
<u>Apologies</u>	Hon Steve Martin MLC, Member for Agricultural Region Hon Mia Davies MLA, Member for Central Wheatbelt (Leader of the Opposition) Rick Wilson MP, Federal Member for O'Connor Hon Peter Rundle MLA, Member for Roe Hon Martin Aldridge MLC, Member for Agricultural Region Hon Shelley Payne MLC, Member for Agricultural Region Hon Darren West MLC, Member for Agricultural Region Hon Colin de Grussa MLC, Member for Agricultural Region Hon Sandra Carr MLC, Member for Agricultural Region Kathleen Brown, Electorate Officer, Office of Hon Mia Davies MLA Rob Cossart, Chief Executive Officer, Wheatbelt Development Commission Renee Manning, Wheatbelt Development Commission - Principal Regional Development Officer
Shire of Mukinbudin	President Cr Gary Shadbolt, Deputy President Romina Nicoletti Mr Dirk Sellenger, Chief Executive Officer, non-voting delegate
Shire of Cunderdin	President Cr Alison Harris Mr Stuart Hobley, Chief Executive Officer, non-voting delegate
Shire of Dowerin	President Cr Robert Trepp Cr Darrel Hudson
Shire of Kellerberrin	President Cr Scott O' Neill Mr Raymond Griffiths, Chief Executive Officer, non-voting delegate
Shire of Kondinin	Deputy President Cr Beverley Gangell
Shire of Koorda	President Cr Jannah Stratford Deputy President Cr Buster Cooper

Shire of Merredin	Cr Donna Crook Ms Lisa Clack, Chief Executive Officer, non-voting delegate
Shire of Mount Marshall	Deputy President Cr Nick Gillett
Shire of Narembeen	President Cr Kellie Mortimore
Shire of Tammin	Deputy President Cr Tanya Nicholls
Shire of Trayning	President Cr Melanie Brown
Shire of Westonia	Mr Bill Price, Chief Executive Officer, non-voting delegate
Shire of Wyalkatchem	President Cr Quentin Davies Deputy President Cr Owen Garner
Shire of Yilgarn	Deputy President Cr Bryan Close

Attachments

The following are provided as attachments:

1. Item No. 4.1 Wheatbelt Health and Wellbeing Plan
2. Item No. 6.3 Main Roads Report, August 2022
3. Item No. 6.5 Water Corporation Report, August 2022

State Council Agenda – via link: [State Council Agenda - 9 September 2022](#)

3. DECLARATIONS OF INTEREST

Nil.

4. GUEST SPEAKERS / DEPUTATIONS

4.1 Melissa Spark, Regional Manager, WA Primary Health Alliance

Melissa Spark presented on the proposed Wheatbelt Health & Wellbeing Plan: Towards 2035.
(Attachment 1)

4.2 Richard Burnell, Executive Director Corporate Services, DFES

Richard presented to the Zone on the updates to the Regional Telecommunications Resilience Improvements works.

4.3 Annette Balmer, Recovery Support Officer, National Recovery & Resilience Agency

Annette Balmer presented to the Zone on the NRRRA's role with current focus on recovery following a natural disaster and building community resilience.

4.4 WALGA Update

WALGA's President, Cr Karen Chappel and Chief Executive Officer, Nick Sloan provided an update on WALGA's activities. The WALGA President's report was attached to the Agenda.

RESOLUTION

Moved: Shire of Yilgarn
Seconded: Shire of Merredin

That the WALGA President Report be received.

CARRIED

5. MEMBERS OF PARLIAMENT

NIL

6. AGENCY REPORTS

6.1 Department of Local Government, Sport, and Cultural Industries

Kirsty Martin Director, Policy & Legislation provided an update to the Zone.

Cr Sachse enquired regarding the Local Roads and Community Infrastructure Program and requested information on the status of the funding and believed they were up to Round 3A.

Kirsty advised that she would follow-up on this item.

Noted

6.2 Wheatbelt Development Commission

Rob Cossart, CEO, Wheatbelt Development Commission, was an apology.

Noted

6.3 Main Roads Western Australia

Mohammad Siddiqui, Regional Manager Wheatbelt, Main Roads, provided an update to the Zone. The report is attached. **(Attachment 2)**

Noted

6.4 Wheatbelt RDA

Mandy Walker, Director Regional Development RDA Wheatbelt, provided an update to the Zone. The report was attached to the Agenda.

Noted

6.5 Water Corporation

Michael Roberts, Regional Manager Goldfields & Agriculture Region, provided an update to the Zone. The Report is attached. **(Attachment 3)**

Noted

The meeting adjourned for a morning tea break at 11.10 am and resumed at 11.20 am.

7. MINUTES

7.1 Confirmation of Minutes from the Great Eastern Country Zone meeting held on Monday, 27 June 2022

The Minutes of the Great Eastern Country Zone meeting held on Monday, 27 June 2022 have previously been circulated to Member Councils and were attached to the Agenda.

RESOLUTION

Moved: Shire of Westonia
Seconded: Shire of Nungarin

That the Minutes of the Great Eastern Country Zone meeting held on Monday, 27 June 2022 be confirmed as a true and accurate record of the proceedings.

CARRIED

7.2 Business Arising from the Minutes from the Great Eastern Country Zone Meeting held on Monday, 27 June 2022

7.2.1 Emergency Management – Shared Resources

At the June meeting the Zone resolved as follows

That the Great Eastern Country Zone request the Executive Officer to prepare a Zone MOU for resource sharing in emergencies and present to the Zone at the next meeting.

The draft Great Eastern Country Zone Memorandum of Understanding for resource sharing in emergencies was attached to the agenda.

RESOLUTION

Moved: Shire of Tammin
Seconded: Shire of Trayning

That the Zone endorse the Memorandum of Understanding for the provision of mutual aid during emergencies and post incident recovery.

CARRIED

Note: Executive Officer to attach a table on the machinery/equipment from each Local Government to the MOU.

7.3 Minutes of the Great Eastern Country Executive Committee Meeting held on Thursday, 18 August 2022

The Minutes of the Great Eastern Country Zone Executive Committee meeting held on Thursday, 18 August 2022 were attached to the agenda.

RESOLUTION

Moved: Shire of Yilgarn
Seconded: Shire of Merredin

That the Minutes of the Great Eastern Country Zone Executive Committee Meeting held on Thursday, 18 August 2022 be endorsed.

CARRIED

7.3.1 Zone Conference

At the June meeting of the Zone, the following was resolved:

1. *That the Great Eastern Country Zone look to hold a 1-day conference in 2023.*
2. *Request the Executive Officer to prepare a draft program for the next Zone meeting.*

The Executive Committee have considered a draft program and provide the following suggestions:

Draft Project Plan

Date: 2nd week in March (Tuesday, 7th or Wednesday, 8th March 2023)

Time: 10am to 4.30pm, followed by Drinks and Tappas

Venue: Merredin Regional Community & Leisure Centre or Cummins Theatre, Tivoli Room

Potential Guest Speakers:

Justin Longmuir, Fremantle Football Coach – Leadership & Resilience
(Liaise with football clubs to incorporate junior training)

Rob Cossart, CEO, Wheatbelt Development Commission – Emergency Management

Tuck Waldron / Richard Marshall, CEACA – Working Regionally

Conference Issues

- Education
- Health
- Local Government Act Reform
- Emergency Management / Telecommunications
- Transport
- Engagement

Training: Look to arrange staff training courses on the same day or the next day of the Conference.

Target Audience: All Elected Members and Senior Officers in the Great Eastern Country Zone.

Following the Executive Committee meeting, advice has been provided that the Annual Roads Forum and Field Days will be held on 7 and 8 March 2023. A new date will need to be recommended.

RESOLUTION

Moved: Shire of Tammin

Seconded: Shire of Nungarin

That the Great Eastern Country Zone proceed with a 1 day conference in March or April 2023.

CARRIED

8. ZONE BUSINESS

8.1 Review of the Biosecurity and Agriculture Management Act 2007: Consideration of WALGA Discussion Paper

By Rebecca Brown, Manager Environment and Waste

Background

The first 10-year [statutory review](#) of the [Biosecurity and Agriculture Management Act 2007](#) (BAM Act) is currently underway; this is a key opportunity for Local Government to influence the how post-border biosecurity is managed in Western Australia.

The [Independent Panel](#) undertaking the review, is using a three-stage engagement process:

- Stage 1 (closed) - open submissions and a survey to identify major themes and issues
- Stage 2 - stage 1 will 'provide the foundation for participatory processes to further explore themes and issues'
- Stage 3 - broader engagement to get feedback on the findings and potential solutions, expected to take place in late 2022/early 2023.

The Independent Panel is required to make its report, including any recommended amendments to the Act, to the Minister for Agriculture and Food by March 2023.

WALGA prepared a [Discussion Paper](#) to inform comment on the Review, which includes 11 key biosecurity themes and related recommendations reflecting issues raised by Local Government, and those identified in the [Auditor General's 2013 and 2020 Reports](#).

Policy Implications

WALGA's current Policy Position on Biosecurity, was endorsed in 2017 and is available in the [Advocacy Positions Manual](#) (Section 4.5).

Comment

WALGA is seeking Zones' consideration of the recommendations included in the Discussion Paper to inform its submission to the Review on behalf of the sector and the development of an updated Biosecurity Advocacy Position. WALGA intends to put an updated Policy Position to the December State Council meeting. Local Governments are also strongly encouraged to make their own submissions to the review as appropriate in Stage 2 and 3.

The Zone amended the officer recommendation at item 9 as underlined.

RESOLUTION

Moved: Shire of Tammin
Seconded: Shire of Kellerberrin

That the Zone endorse the following recommendations:

- 1. Strategic direction and regional priorities:** The State Government develop a strategic framework that enables the prioritisation of biosecurity threats in geographically defined regions and sets targets for declared pest management.
- 2. Agency responsibilities:** The roles and responsibilities of each State Government department responsible for biosecurity management need to be a clearly defined and communicated, a formalised structure for different agencies to work together established, and increased investment made in declared pest management on State Government managed land.
- 3. Declared Pest Rate and Recognised Biosecurity Groups:** If the Declared Pest Rate and Recognised Biosecurity Groups (RBGs) are to continue to be key mechanisms for the management of widespread and established declared pests, changes are required to improve their operation and effectiveness to better support the concept of shared responsibility.

4. **Environmental biosecurity:** A more balanced view of biosecurity that has a greater focus on environmental biosecurity is required, through increased recognition and management of pest species that have significant ecological impacts.
5. **Responses to incursions:** Increased and more equitable distribution of funding is required to ensure each step of the biosecurity continuum is adequately resourced for all stakeholders, including Local Government.
6. **Management of declared pests in urban areas:** Declared pest management in all urban areas requires support through an appropriate funding mechanism.
7. **Problematic non-declared pests:** The process for the listing of declared pests needs to be timely and transparent to ensure that land managers, including Local Government, are not resourcing the control of an increasing number of problematic non-declared pest species.
8. **Sustainable funding model:** A sustainable and equitable funding model is required to manage the increasing biosecurity management threat.
9. **Compliance and enforcement:** The Department of Primary Industries and Regional Developments responsibility for compliance and enforcement needs to be adequately resourced and enacted with a focus on educational behaviour rather than punitive action.
10. **Monitoring, research, and innovation:** Strategic monitoring, use of new technologies and the establishment of data management systems are required to inform biosecurity investment decisions and support adaptive management.
11. **Community education and involvement:** A stronger focus on community education to increase understanding and awareness will improve engagement with biosecurity management programs and assist with timely incursion responses.

CARRIED

8.2 Local Emergency Management Arrangements (LEMA) Review project

By Susie Moir, Policy Manager, Resilient Communities

WALGA and the State Emergency Management Committee (SEMC) Business Unit are working in partnership with key stakeholders to identify options to improve LEMA processes. WALGA has received AWARE funding to undertake the Local Government consultation for the LEMA Review.

WALGA will be delivering a series of workshops with Local Government to contribute to the design of a more streamlined, scalable, and fit-for-purpose LEMA model. The outcomes of the workshops will inform a LEMA Improvement Plan that will be prepared by the SEMC Business Unit.

Interactive workshops are being held in several locations with complimentary refreshments provided.

Target Audience: Chief Executive Officers, Emergency Management staff and Elected Members.

Workshop details below:

- Geraldton 7 September – Geraldton Multipurpose Centre 10.30am–2:00pm
- Stirling 12 September – City of Stirling Civic Centre, Stirling Room 9:00am–12:00pm
- Katanning 13 September – Katanning Leisure Centre 10.30am–2:00pm
- Bunbury 14 September – City of Bunbury Administration, Function Room 10.30am–2:00pm
- Northam 15 September – Bilya Koort Boodja Centre 10.30am–2:00pm
- Victoria Park 16 September – Town of Victoria Park Administration Building 9:00am-12:00pm
- Online workshops – date

Registration

To register for a free LEMA Review workshop, [click here](#) and choose your relevant date and location.

Read more in the [WALGA LEMA Review Issues Paper](#). Local Governments are also encouraged to provide written feedback by COB Friday 15 October 2022.

For further information please email [Simone Ruane](#), WALGA's LEMA Review Project Lead, or call 9213 2049.

Noted

Action: The Executive Officer will distribute the online dates and request other locations in this Zone be added.

8.3 WALGA Best Practice Governance Review Principles – AGM Item

By Tony Brown, Zone Executive Officer

Background

In March 2022, State Council commissioned the WALGA Best Practice Governance Review (BPGR) with the aim of ensuring WALGA's governance model is contemporary, agile and maximises engagement with members. The BPGR, overseen by a Steering Committee appointed by State Council, is now well underway.

The BPGR Steering Committee have formulated a set of governance principles to guide the development of potential governance models.

At a special meeting on 22 August, State Council endorsed the principles, along with an AGM Agenda item which seeks endorsement of the principles by members at the 2022 Annual General Meeting on 3 October.

The purpose of the AGM item is to gauge member support for progressing the BPGR to the development of potential models.

Following consideration of the principles at the 2022 AGM, an extensive consultation and engagement process will be undertaken with members on these potential governance models. This will occur during October, November, and December, with the intention of using the member feedback to inform a final report. This report will then be considered at Zone meetings in February 2023 and subsequently the March 2023 State Council meeting.

Once the final report is endorsed, Constitutional amendments will be prepared for consideration by State Council, followed by the broader membership at the 2023 AGM. As per WALGA's Constitution, amendments to the Constitution require endorsement by a 75 percent majority at both State Council and a general meeting of members.

The AGM Item and the Principles document were attached to the agenda.

Comment

The AGM Agenda is due to be distributed in late August, ahead of the AGM on Monday, 3 October at Crown Perth.

It is recommended that once the AGM Agenda is distributed, members consider the item and governance principles and inform their registered Voting Delegates on how to vote.

Noted

9. ZONE REPORTS

9.1 Zone President Report

Zone President Tony Sachse provided a report to the Zone. The report was attached to the agenda.

RESOLUTION

Moved: Shire of Mount Marshall
Seconded: Shire of Westonia

That the Zone President's Report be received.

CARRIED

9.2 Local Government Agricultural Freight Group

President Tony Sachse provided a report to the Zone on the Local Government Agricultural Freight Groups activities. The report was attached to the agenda.

RESOLUTION

Moved: Shire of Mount Marshall
Seconded: Shire of Nungarin

That the Local Government Agricultural Freight Groups Report be received.

CARRIED

Note: The Executive Officer will write to the Local Government Agricultural Freight Group and advise that the Great Eastern Country Zone has had CBH present on this item.

9.3 Wheatbelt District Emergency Management Committee

President Tony Sachse

The last Wheatbelt DEMC met in Northam on 16th June 2022. The unconfirmed minutes of this meeting were attached to the agenda, as well as the draft Western Australia Earthquake Preparedness Guide, and the draft Western Australia Earthquake Preparedness Guide – Goldfield Midlands Region. There was also an attached letter to the Wheatbelt DEMC from the DFES Deputy Commissioner Craig Waters AFSM regarding the Shackleton Fire Complex – Terms of Reference.

The Wheatbelt Operational Area Support Group (OASG) last met on 18th August 2022. The minutes of this meeting not yet available. A discussion around meetings determined that the group would continue to meet every 2-3 months for the time being. Wendy Hooper from the Regional Emergency Operations Centre (REOC) spoke about patient transport. Comment from the GECZ was that routine non-emergency patient transport can mean a high workload for some St John Ambulance volunteers. Other topics included the Home Monitoring Program and Agency Reports.

The Wheatbelt Human Services Managers Forum met on Thursday, 30th June 2022. The unconfirmed minutes of this meeting were attached to the agenda.

RESOLUTION

Moved: Shire of Mount Marshall
Seconded: Shire of Trayning

That the Wheatbelt District Emergency Management Committee Report be received.

CARRIED

9.4 Regional Health Advocacy Group

The Zones representative on the Regional Health Advocacy Group, Cr Alison Harris has requested the Zone discuss the future of the Regional Health Advocacy group.

WALGA's Community Resilience Team, works in the Regional Health policy space at a sector level across the state and has incorporated a range of advocacy into the team's work including;

- The WA State Budget Submission 2023 around the regional health workforce and provision of GPs and primary health services.
- Currently working with the Community Industry Reference Group (CIRG) mapping priorities and issues around mental health
- Ongoing participation in the Rural Health Agency Reference Group with representatives from WACHS, WAPHA, Rural Health West and other key stakeholders in regional health

If there are other priorities that the Wheatbelt Advocacy Group members would like to see captured, please let WALGA's Community Resilience Team know, and they will consider how to incorporate as part of their work.

Cr Batchelor advised that there needs to be a focus at Zone level. The Zone could consider recommending that the group cease.

RESOLVED

That the Great Eastern Country Zone write to the WA Country Health Service (WACHS) requesting an update on the review of the Pilot Sites and request the Great Eastern Country Zone Executive Committee to consider the future of the Regional Health Advocacy Group and report back to the next Zone meeting.

9.5 WALGA RoadWise

Cliff Simpson, Road Safety Advisor (Wheatbelt North), Infrastructure, provided a report to the Zone. The report was attached to the Agenda.

RESOLUTION

Moved: Shire of Kondinin
Seconded: Shire of Merredin

That the WALGA RoadWise Report be received.

CARRIED

10. WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA) BUSINESS

10.1 State Councillor Report

Cr Stephen Strange

The third ordinary meeting of State Council for 2022 was held on Wednesday, 6 July. It was the first State Council meeting of the year to be held in person at the WALGA offices.

July 2022 Strategic Forum

At the July Strategic Forum, State Councillors received engaging and important presentations from a variety of speakers:

- The Minister for Local Government, Hon John Carey MLA, gave an update on the Minister's **Local Government legislative reforms**.
- The Deputy Commissioner Operations Command, Craig Waters AFSM, and Manager Consolidated Legislation, Lauren Townsend, from the Department of Fire and Emergency Services, provided an update on the development of the **Consolidated Emergency Services Act**.
- State Library of WA CEO and State Librarian, Catherine Clark, presented on the work of the State Library and the **State Library Strategy**.
- WALGA CEO, Nick Sloan, Executive Director Member Services, Tony Brown, and Manager Association and Corporate Governance, Tim Lane, delivered a presentation on the **WALGA Best Practice Governance Review**. The presentation included information about the governance models of other Local Government Associations in Australia and New Zealand, and comparable advocacy organisations in WA.
- WALGA Manager Commercial Development, Andrew Blitz, provided an overview of a proposal to explore the concept of an **investment vehicle** managed by WALGA.

July 2022 State Council Meeting

WALGA 2022-23 Budget

The main item on the State Council Agenda was WALGA's 2022-23 Budget, which contains funding for important strategic, capital, and operational projects and improvements. The budget was unanimously endorsed by State Council.

Emergency Management Policy Positions

Two key items were considered by State Council to endorse revised policy positions in the emergency management space in advance of significant work happening across the emergency management policy portfolio. Three emergency services Acts (*Fire Brigades Act, Bush Fires Act, and Fire and Emergency Services Act*) will be consolidated into the Consolidated Emergency Services Act, and significant consultation will be undertaken on the legislation in the medium term.

WA Public Libraries Strategy

State Council endorsed the draft WA Public Libraries Strategy 2022-2026.

Other decisions as per the [Full Minutes](#).

RESOLUTION

Moved: Shire of Nungarin
Seconded: Shire of Tammin

That the State Councillor Report be received.

CARRIED

10.2 WALGA Status Report

By Tony Brown, Executive Officer

BACKGROUND

Presenting the Status Report for August 2022 which contains WALGA's responses to the resolutions of previous Zone Meetings.

GREAT EASTERN COUNTRY ZONE STATUS REPORT August 2022

Zone	Agenda Item	Zone Resolution	WALGA Response	Update	WALGA Contact
Grt Eastern C T Brown J Neugebauer	2022, 27 June Zone Agenda Item 7.2.1 Roadworks During a Total Fire Ban	That the Great Eastern Country Zone request WALGA to advocate for modifications to the current exemptions, to provide for a harvest and movement ban, not a total fire ban.	WALGA is currently in discussion with DFES on this matter and will update the Zone when a response is received.	August 2022	Nicole Matthews Executive Manager Policy nmatthews@walga.asn.au 9213 2039
Grt Eastern C T Brown J Neugebauer	2022, 27 June Zone Agenda Item 8.4 Office of Auditor General	That the Great Eastern Country Zone request WALGA to advocate to the Office of the Auditor General (OAG) that: 1. The OAG should be responsible for any additional costs incurred and not the individual Local Governments when a contract auditor cannot complete their contract. 2. The OAG should consider removing the duplicity in the current audit process and look to provide a more efficient service.	Correspondence has been sent to the OAG as per the resolution. An update will be provided to the Zone when a response has been received from the OAG.	August 2022	Tony Brown Executive Director, Member Services tbrown@walga.asn.au 9213 2051

The Zone noted the additional information on the Roadworks during a Total Fire Ban item as follows:

Roadworks During a Total Fire Ban

WALGA has raised this issue with DFES and has received the following information;

Thank you for your query in relation to road work (grading and bituminising) during a total fire ban and/or a harvest vehicle movement ban.

The road work fact sheet (attached) cannot be amended to relate only to harvest vehicle movement bans, the fact sheet explains the legal requirements which must be complied with to carry out road work during a total fire ban (TFB).

Grading and bituminising are not impacted by a HVMB issued during a TFB, as the activity is not being carried out on land which contains vegetation however, I understand there are different components to road work including clearing land in preparation for roads, and this would fall under off-road activity, which is impacted by a HVMB issued during a TFB. I also understand the 5m radius of inflammable material from equipment condition during a TFB does impact road work such as grading of the road verges from my discussions with other local governments, the local governments I have engaged with advised they do not carry out this activity during a TFB because they do consider it carries a high risk of starting a fire, however, would value the feedback from your stakeholders in relation to the impacts in their regions.

As discussed, the Regulation and Compliance Team have provided information sessions and presentations to a number of stakeholders including Main Roads and their contractors, and to different local government areas, and we would love the opportunity to come and present to your Zones on these topics and provide the opportunity for your stakeholders to raise any concerns or ask questions in relation to their work practices.

Happy to discuss further and please let us know if you would like us to attend the next Zone meeting, either in person or via MS Teams.

RESOLUTION

Moved: Shire of Westonia
Seconded: Shire of Merredin

- 1. That the Great Eastern Country Zone, WALGA Status Report for August 2022, be noted.**
- 2. The Great Eastern Country Zone invite Tanya Ramponi from Main Roads to the November Zone meeting to discuss this item.**

CARRIED

10.3 Review of WALGA State Council Agenda's – Matters for Decision

10.3.1 State Council Agenda Items - 9 September 2022

Background

WALGA State Council meets five times each year and as part of the consultation process with Member Councils circulates the State Council Agenda for input through the Zone structure.

The full State Council Agenda can be found via link: [State Council Agenda - 9 September 2022](#)

The Zone is able to provide comment or submit an alternative recommendation that is then presented to the State Council for consideration.

Matters for Decision

5.1 2023-24 State Budget Submission

Executive Summary

- Each year, WALGA prepares a submission to the State Government outlining the sector's priorities for the upcoming budget.
- The identified priorities will help to deliver a number of important objectives for the future of the State, including:
 1. Supporting industry and diversifying our economy
 2. Taking action on climate change
 3. Supporting the wellbeing of all Western Australians
 4. Delivering a legislative environment that meets the needs of our modern economy and society
- The proposed approach to the 2023-24 Submission and priorities were endorsed by State Council in July via [Flying Minute](#).

RESOLUTION

Moved: Shire of Kellerberrin
Seconded: Shire of Trayning

That the 2023-24 State Budget Submission be endorsed.

CARRIED

5.2 Proposed Advocacy Position on Management of Bush Fire Brigades

Executive Summary

- Under the Bush Fires Act 1954, Local Governments have responsibility for the establishment and management of volunteer Bush Fire Brigades (BFBs).
- It is timely for the sector to consider its position on the most appropriate future management arrangements for BFBs as:
 - the State Government is currently preparing the Consolidated Emergency Services Act, which is expected to be released for consultation in early 2023; and
 - the *Work Health and Safety Act 2020* (WHS Act), enacted in March 2022, has raised the sector's concerns regarding risk and liability in the management of BFBs.
- WALGA consulted the sector on this issue from 24 May to 29 July 2022 through a paper, *Arrangements for management of Bush Fire Brigades: Proposed Advocacy Position (the Paper)*.
- A total of 89 submissions were received from Local Governments, representing 64% of the Local Government sector and 77% of Local Governments that manage BFBs.
- Based on the feedback received, a revised Advocacy Position on Management of BFBs is proposed for State Council consideration.

The Zone provided an amendment to item 3 c) as underlined below.

RESOLUTION

Moved: Shire of Bruce Rock
Seconded: Shire of Yilgarn

That the following Advocacy Position on Management of Bush Fire Brigades be endorsed.

Management of Bush Fire Brigades

1. ***Bush Fire Brigade volunteers play a critical role in helping to protect their local communities. Local knowledge and skills are integral to bushfire management in Western Australia.***
2. ***Future management and funding of volunteer Bush Fire Brigades must:***
 - a) ***Recognise the changing risk environment, including work health and safety requirements, and the increasing intensity and frequency of bushfires;***
 - b) ***Take account of the differing circumstances of Bush Fire Brigade units and regional variations in bush firefighting approaches; and***
 - c) ***Be adequately and equitably resourced through the Emergency Services Levy.***
3. ***The State Government, through the Consolidated Emergency Services Act and/or other mechanism's must:***
 - a) ***establish a clear framework to enable transfer of Bush Fire Brigades to the State Government if a Local Government decides to do so;***
 - b) ***Consult on the process, timeline, and implications for transfer of responsibility for Bush Fire Brigades in accordance with 3(a) through the establishment of a working group comprising representatives of Local Government, Bush Fire Brigades, the Department of Local Government, Sport, and Cultural Industries (DLGSC) and the Department of Fire and Emergency Services (DFES);***
 - c) ***Provide for mandatory and minimum training requirements and recognition of competency and prior learning for Bush Fire Brigade volunteers, supported by locally delivered fit-for-purpose and universally accessible training program, designed in consultation with Bush Fire Brigade representatives, Local Government and LGIS, and managed by DFES; and***
 - d) ***Develop a co-designed suite of relevant management guidelines and materials to assist in the management of Bush Fire Brigades.***
4. ***The State Government to consider the most appropriate operational model for State Government management of Bush Fire Brigades, which may include the establishment of an independent Rural Fire Service, as recommended in the 2016 Ferguson Report.***

Matters for Noting / Information

- 6.1 Local Government Homelessness Knowledge Hub
- 6.2 State Road Funds to Local Government Agreement 2023/24
- 6.3 Paid Family and Domestic Violence Leave Entitlements Update
- 6.4 Proposed State Industrial Relations Transition
- 6.5 2023-24 State Budget Submission Approach

RESOLUTION

Moved: Shire of Bruce Rock
Seconded: Shire of Yilgarn

That the Great Eastern Country Zone

1. **Supports Matters for Decision, item 5.1 and 5.2 as amended above in the September 2022 State Council Agendas, and**
2. **Notes all Matters for Noting and Organisational Reports as listed in the September 2022 State Council Agenda.**

CARRIED

11. EMERGING ISSUES

NIL

12. DATE, TIME, AND PLACE OF NEXT MEETINGS

The next Executive Committee meeting will be held on Thursday, 17 November 2022 via Teleconference.

The next Great Eastern Country Zone meeting will be held on Monday, 28 November 2022, commencing at 9.30am. This meeting will be hosted by the Shire of Merredin.

13. CLOSURE

There being no further business the Chair declared the meeting closed at **1pm**.



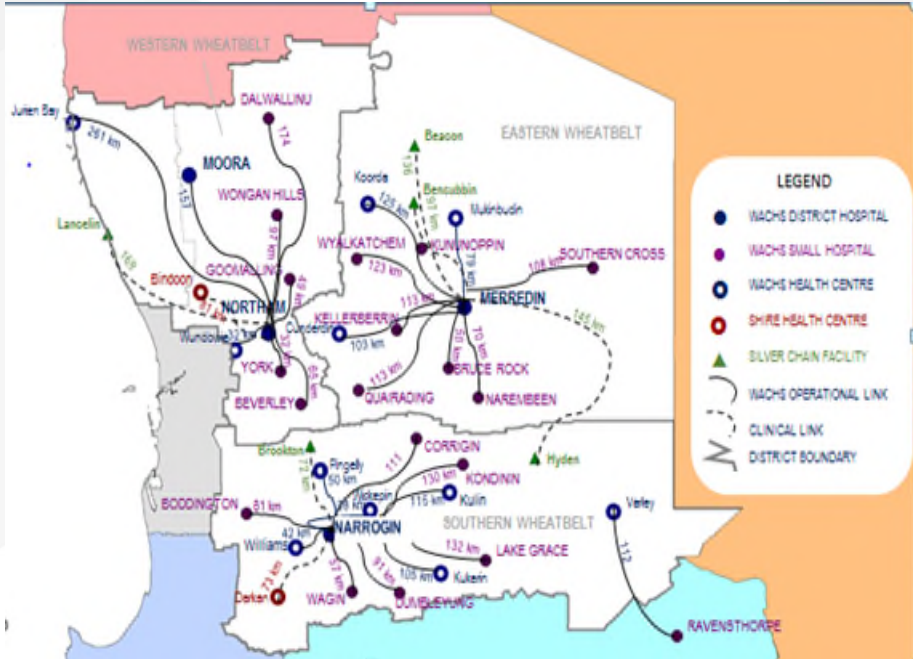
Proposal for an interagency Wheatbelt Health & Wellbeing Plan: Towards 2035

Presented by: Nancy Bineham
WA Country Health Service-Wheatbelt
Director Strategy, Change & Service
Development



OUR WHEATBELT

- 75,455 people (30/6/2020)
- 43 Shires WACHS; 42 Shires WALGA





HEALTH OF OUR WHEATBELT POPULATION

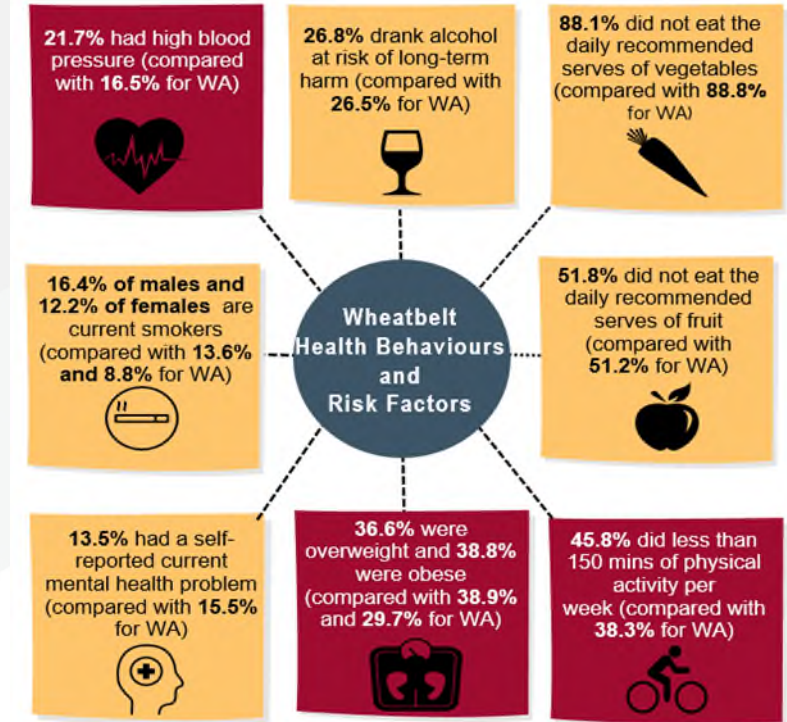
- 5.5% Aboriginal (4176) (Pingelly 16%, Brookton 15%, Moora, 14%, Tammin 12.6%, Quairading, 10%, Merredin & Kellerberrin 8.4%, Northam & Wongan 7.5%)
- Av age 44 (higher than metro – 36 yrs)
- ~20% 0-15yrs ; 22% aged 65+
- Life expectancy at birth ~ 79 males & 84 females (~2 years less than metro)
- Top 5 reasons for physical health hospitalisations – cancer, dialysis, eye, joint and bowel diseases
- Top 5 reasons for mental health hospitalisations – stress, schizophrenia, mood disorders (depression/anxiety), kids emotional disorders, personality disorders



HEALTH OF OUR WHEATBELT POPULATION

- 9950 years lost (premature deaths) to often preventable ill health, 2015
- 7944 productive years lost due to disability, 2015
- Highest disease burden:
 - Cancer
 - Injuries (including suicide, self inflicted and road accidents),
 - Heart and respiratory diseases
 - Mental ill health
 - Obesity

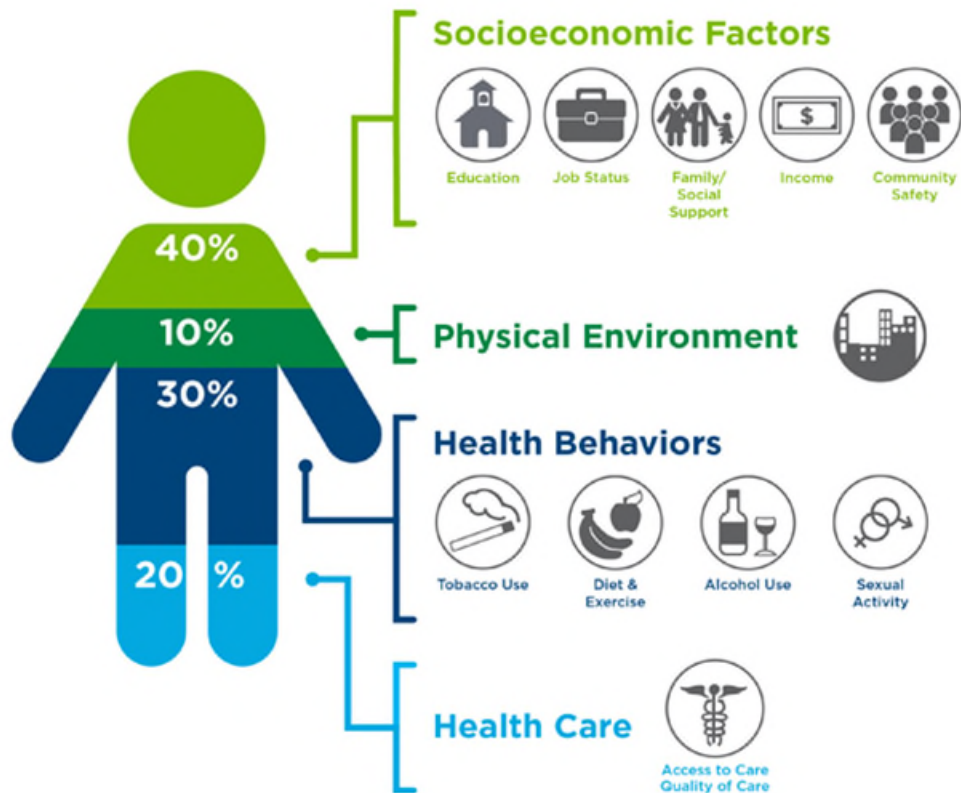
[Department of Health Burden of Disease report, 2015](#)



Adults aged 16+, 2015-2019.



What Goes Into Your Health?





RISK & PROTECTIVE FACTORS IMPACTING HEALTH

Protective factors:

- having a healthy and balanced diet
- an environment that enables physical activity
- good educational attainment
- being in stable employment with a good income
- living in good quality housing
- having networks of support including friends and family



Risk factors:

- smoking
- adverse childhood experiences
- crime and violence
- drug and alcohol misuse
- poor educational attainment
- poor mental health





WHAT INFLUENCES OUR HEALTH & WELLBEING?





Daphne

*"I came with my husband;
to learn as a team,
improve our way of living,
and to live longer
together."*



What does a healthy community look like?



Healthy Community





**What does the spectrum of
health & care services look
like?**

THE CONTINUUM OF COMMUNITY & SERVICES IMPACTING HEALTH & WELLBEING



Preventing disease or injury (Primary prevention) – universal
Keeping healthy at home and in your community

Primary health care and reducing the onset or impact of ill health or injury (secondary prevention)

Emergency Care

Hospital inpatient acute and sub-acute care

After hospital (Post-acute) care – managing the impacts of long-term illness or injury (tertiary prevention)

Reducing the long term effects of disease or mental ill health by managing symptoms (tertiary prevention)



Home & Community
Socialisation, community connections. Park, green spaces, good housing options, safe communities, schools, childcare, local amenities, jobs, internet, community gardens (LGA supporting). Health promotion, universal strategies (via media and local campaigns - diet, exercise, healthy environments, step challenges, Pit Stop, Act Belong Commit, immunisation)

Recreation, Fitness Centres
Exercise for leisure, socialization, skill development, competition, and/or stress relief, walking dogs/alone or in groups, hiking, yoga, pilates, fitness groups, running, cycling, meditation classes etc

Pharmacy
Self-management of chronic conditions
Symptom management of acute conditions (allergies, colds & flu, gastro)
Vaccinations, routine health checks

Primary Health Care, GP and Health Clinics
Primary health care
Preventive health (routine health checks)
Allied health, antenatal & child health and immunisation.
Community mental health, alcohol & other drug (AOD) services, Aboriginal Health Services, NGO Providers, LGAs public health & community services

Diagnostic Services
Secondary prevention – screening, diagnostic imaging, pathology

Emergency Transport
First aid, triage, evacuation and transport by Ambulance, RFDS, RAC Helicopter

Emergency Department
Triage, emergency medical care, stabilise and transfer to a larger hospital, admit or discharge

Emergency Care and inpatient acute care
Hospital emergency presentations and/or inpatient admission, medical care, chemotherapy, dialysis surgery, procedures, discharge

Hospital based rehabilitation and palliative care
Subacute inpatient care
Allied health, wound care, Specialist care, mental health, alcohol & other drug (AOD), Aboriginal Health Service, NGO Providers, LGA community services

Outpatient Treatment, Community rehabilitation and Community Care
Aged care, disability care, carer-respite

Extended Care Facility
End of life palliative care at home or hospice

Community Subacute & Palliative Care and Hospice

Home & Community
Improve quality of life and reduce complications
Recovery, return to activities of daily living, ongoing behavior modification and lifestyle changes
Self-management
Keeping well at home, community connections/ Healthy Community factors



A HEALTHIER WHEATBELT

WHEATBELT HEALTH & WELLBEING PLAN: TOWARDS 2035

- Human Services, NGOs & LGAs all serving the same population
- All contribute to health & wellbeing
- WACHS can't do this alone – we need to be in this together to impact health, wellbeing & life outcomes
- Place Based Partnership – Agency leaders have shared plans, priorities and goals for a healthier Wheatbelt
- More Integrated Care models throughout the life course, esp. for people experiencing multiple disadvantage/issues



Understanding and working with communities

1. Developing an in-depth understanding of local needs
2. Connecting with communities



Joining up and co-ordinating services around people's needs

3. Jointly planning and co-ordinating services
4. Driving service transformation



Addressing social and economic factors that influence health and wellbeing

5. Collectively focusing on the wider determinants of health
6. Mobilising local communities and building community leadership
7. Harnessing the local economic influence of health and care organisations



Supporting quality and sustainability of local services

8. Making best use of financial resources
9. Supporting local workforce development and deployment
10. Driving improvement through local oversight of quality and performance

PLACE BASED PARTNERSHIP APPROACH TO PLANNING, SERVICE DELIVERY & INTEGRATED CARE



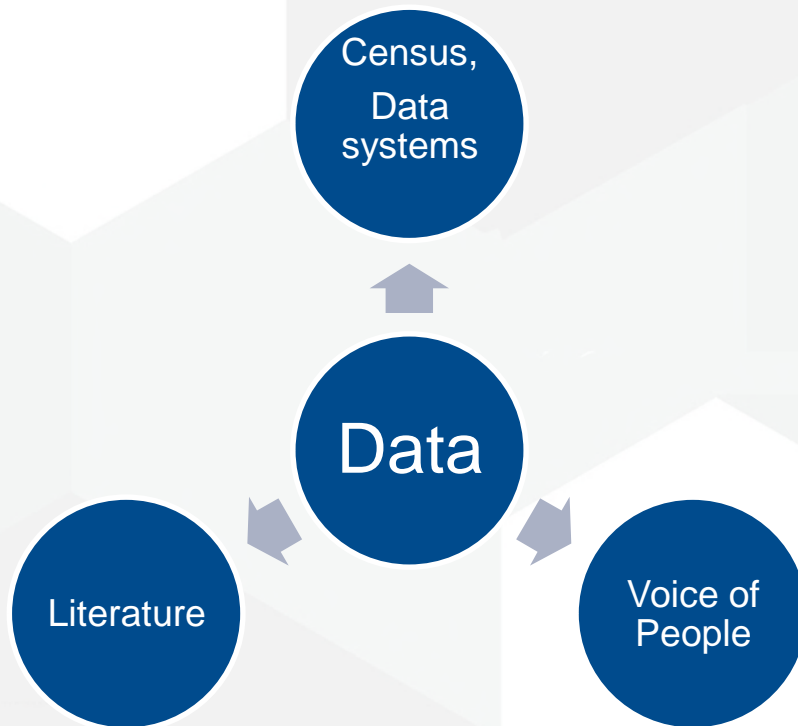
HEALTH & WELLBEING PLANS: COMMON THEMES

- Leadership across agencies - shared vision and plan
- Place based partnerships – multiple agencies
- Joined up services esp. for people with multiple, complex social and health issues
- Refocus on preventative health approaches – the health determinants really matter
- Addressing & targeting health inequalities within communities
- All ages - life course
- Mental health
- Access to local services & hospitals
- Listening to communities matters – avoiding assumptions
- Cultural safety
- Empowering communities to build resilience and look after their own health & wellbeing
- Building on local communities' assets, connecting people to their communities



WHEATBELT HEALTH & WELLBEING PLAN: TOWARDS 2035

Informed through variety of data and information

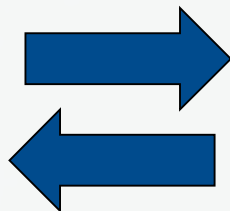




SHIRES PUBLIC HEALTH PLANS

[Shire of Northam Health & Wellbeing Plan 2016 – 2019](#)

[PHP final.pdf \(narrogin.wa.gov.au\)](#)



[Public health planning for local government](#)

WHEATBELT HEALTH & WELLBEING PLAN: TOWARDS 2035

- Collectively ‘owned’ & endorsed by Wheatbelt DLG, key NGOs and LGAs
- Shared, agreed vision, outcomes and priorities:
 - Healthier communities & individuals
 - Address the socio-economic determinants of health
 - Address health inequities around:
 - Service access
 - Our most vulnerable – those experiencing multiple, complex social & health issues
 - Inconsistent experience of health & care system & cultural safety
- Sustainable resources/workforce



FOR MORE INFORMATION:

www.wacountry.wa.gov.au

Nancy Bineham,
Director Strategy, Change & Service Development
Phone: 0407011504
Email: Nancy.Bineham@health.wa.gov.au



Australian Government



mainroads
WESTERN AUSTRALIA

BUILDING OUR FUTURE

Main Roads Report Great Eastern Country Zone

August 2022

- Maintenance and some capital works returning to Main Roads
 - We are on target for a change over date of 25 October 2022 including plant, resources, materials and suppliers/contractors.
 - Several capital projects will still be delivered by Service Stream in 22/23 on a project arrangement only.
 - The majority of positions at Main Roads have been filled by staff transferring over from Service Stream. Job offers have been made and we don't believe this will have an impact on the Shire's workforce.
- Great Eastern Highway
 - There are pavement repairs, reseal works and capital works planned for 2022/23.
 - We have completed 14km of works between Walgoolan and Southern Cross, working on a further 4 KMs including bridge works and the remaining sections will be completed in the next 3 to 4 years.
 - There has been media coverage regarding the condition of Great Eastern Highway
 - Great Eastern Highway largely consists of an ageing pavement that is subject to rapidly developing potholes when wet.
 - Recent above average wet weather in July and August 2022 has severely affected the road condition.
 - Main Roads activated an additional 3 crews to maintain the road and in August 1,326 potholes were fixed.
 - Road inspections have been increased to 3 days a week with scheduling daily.
 - Once the moisture dries out, permanent repairs will be carried out.
- Question from Cr Mark McKenzie, Shire of Merredin regarding quality issues at Cunderdin, Kellerberrin and Hines Hill
 - The defect at Cunderdin was due to a water pipe burst and it took Water Corp some time to fix. The road has now been fixed.
 - We are monitoring all defects and repairs will be carried out once the moisture dries out.
- Question from Darren Mollenoyux, Shire of Bruce Rock regarding failures on York Merredin Rd
 - Works planned for the York Merredin Rd include:
 - Bridge 597 – Yoting.
 - Hot spot pavement repairs – various locations.
 - Shoulder grading – 1.5km outside of York and Penny St to Mawson.
 - Shoulder Sealing – Loudon St to Yoting South Rd (west of Quairading).
 - 3km road rehabilitation – between Kelly Rd and Solomon Rd.
 - Culvert replacement at Solomon Rd.

Great Eastern Country Zone of WALGA

Agenda Report Template

Agenda item title	Water Corporation Regional Update (GECZ Districts)
Name of Council	Various
Name of Author	Michael Roberts
Zone meeting date	August 2022

1. Working safely near Water Corporation assets
2. Update on Farmlands Projects
3. Small Dams Transfer Program
4. WaterSmart Farms and Trial Sites
5. Update on Major Projects Underway

Working Near Water Corporation Assets

Water Corporation is aiming to transform the way we engage with those working near our assets to ensure our processes make it easy to undertake work in a safe manner.

We have responded to feedback from our partners that it takes too long to get Water Corporation Approvals to Work; one of the process changes we are now providing is automatic approvals for some low risk activities. This will reduce your waiting time and allow us to direct our efforts to activities that present a high-risk to your workers and the community.

A new Public Safety Officer role has been created as a single point of contact for enquires about working near our assets. Shane Wray is available for training and support to assist with safely working around high-risk Water Corporation assets and to consult early in the project design phase.

Enquiries: Shane Wray via P: 13 13 95 E: POS_enquiries@watercorporation.com.au

Farmlands Project

Having already invested over \$35 million, Water Corporation plans to continue to invest in the Farmlands area of our Goldfields and Agricultural and Mid-West Regions to improve water supply services.

Various stages of work have been undertaken since 2015 through to 2022 onwards to reduce the rate of leaks and breaks on 7,800 kilometres of the farmlands water supply network. We have replaced more than 73 kilometres of pipeline covering over 100 sites and installed over 20,000 bands on leaks and pipeline joints.

The first seven stages of work for Farmland pipe replacements have been completed with the 8th stage already half complete. Stage 9 will start this financial year. \$7.1M was invested in the program in the 2021/22 financial year and \$5M has been dedicated to the 2022/23 financial year.

A further two stages have been proposed to be delivered by 2025, with Stage 10 scheduled to be completed by June 2025.

A number of stages have been completed;

- 5 Packages in Stage 7 - \$3 M
- 4 Packages in Stage 8 - \$5.4M | 18 Sites with a total of 10.5km in Kellerberrin, Bencubbin, Narembeen, Perenjori/Bowgada
- 2 packages in Stage 9 \$2M - 5 Sites Totalling 5km in Northam and Trayning

In the 2021/22 financial year two packages were completed by Aboriginal contractors and the current financial year will see another two packages completed by Aboriginal contractors.

The current delivery model of bundling of sites in close proximity to each other has paid off with more completed for the same cost. On average, 4,500 bands have been installed per year since 2015 to repair the pipeline. Additionally, to reduce external corrosion of the pipeline, over 30 kilometres of pipeline is scheduled to be painted this calendar year.

We plan to continue to invest in improving the water supply services in the Goldfields and Agricultural Region with more stages of work in the years to come in planning.

Enquiries: **Projects Manager, Assets Delivery**
Christine Lowther Senior Advisor Customers and Stakeholders
M: 0477 324 779 E: christine.lowther@watercorporation.com.au

Small Dams Transfer Program

Water Corporation's Property Business Unit is progressively approaching individual Shires, to explore if they would like to take control of surplus small dams (and the associated land) within their district. Given volume & resourcing, a targeted disposal strategy based on Shires with the most dams and/or a known interest in taking control is already underway.

Where small dams are located on Crown Reserves (majority), the land will be transferred via the Department of Lands, rather than being sold. No Shire can be forced to accept a transfer.

155 of the 197 small dams on the Small Dams Register are available.
47 transfers have already been completed, and a further 42 are with DLPH
25 of 155 have been referred to Shires and awaiting comments; and
29 of 155 are confirmed no have Agency interested.

DWER (Separate Agency) grant money is available in some Shires of the GECZ. Water Corporation are working with the Shires and DWER to ensure this occurs as efficiently and safely as possible. Some transfer requests must work through important Native Title Settlement matters, with DPLH working to ensure proper consideration and to address respective interests.

GECZ Shires Current Activity: Mostly in Mt Marshall, Mukinbudin, and a few in Koorda & Bruce Rock.

Enquiries:
David Morgan Senior Planner Property Portfolio
P: 9420 2640 E: David.Morgan@watercorporation.com.au

WaterSmart Farms and Trial Sites

A State Government initiative that aims to develop fit for purpose water supply options through advances in technology in dryland agricultural areas to mitigate the impacts of reduced rainfall and take advantage of excess saline groundwater. The project has three components: desalination, smart dams, groundwater.

Desalination, led by Water Corporation, will evaluate and demonstrate desalination technology through a range of trial units. The program will enhance the quality and availability of the information for innovative on-farm and non-potable community water supply development, contributing to state-wide efforts to secure water supplies for the State's future.

Following an expression of interest process, three sites have been selected for trial reverse osmosis (RO) units, including the Shire of Merredin, with a fourth site under investigation. The Merredin unit will be installed this Spring and will produce water for public benefit while enabling researchers to study the economic, environmental, and technical viability of on-farm and non-potable community brackish water desalination.

WaterSmart farms approved the Shire of Merredin proposal to progress towards an agreement to deliver desalinated brackish water at the demonstration site within the Shire of Merredin. The brackish water desalination unit will utilize existing bores within the town to produce approximately 70-100kL/day of desalinated water. The trial will run for two years, and it is proposed the reject water will be disposed of in existing evaporated basins.

Enquiries:

Anthony Bodycoat

Principal - Regulation & Research

P: 6330 6438

E: Anthony.Bodycoat@watercorporation.com.au

Water Corporation Major Projects Underway

Shire of Merredin:

New Merredin Water Storage Tank

- A new 42 million litre water storage tank along Great Eastern Highway, near Crooks Road has been constructed with completion on site anticipated in Spring 2022.
- Construction of the tank is complete and tank filling and water tests have been completed successfully.
- Remaining works onsite include:
 - testing of chemical treatment equipment
 - installation and testing of electrical and communication controls
 - asphaltting and general site reinstatement
 - final water treatment plant, testing and commissioning

Enquiries: Brad Taylor - Senior Project Manager – Assets Delivery

E: Brad.Taylor@watercorporation.com.au

Golden Pipeline Upgrades

- Water Corporation is nearing completion to upgrade a section of water pipeline along Hughes Road in Merredin. The pipeline being upgraded is approximately 3.6km in length and is located within the Hughes Road reserve in Merredin.
- All outages associated with the works are now complete as tie in works were undertaken last week.
- Remaining works include reinstatements, removal of excess spoil material and construction of a new access road. Works are on track to be completed in September.

Shire of Yilgarn:

Ghooli

- Water Corporation is planning asbestos remediation works at the old Ghooli Heritage Pump Station Building, near Ghooli North Road and Great Eastern Highway in Ghooli.

- Ghooli North Road will require temporary closures to facilitate this work which is due to take place in 2023. We have undertaken preliminary engagement with nearby properties and will continue to engage with them and the Shire as more details are known.
- Main Roads will be undertaking road widening in the area this year and will be relocating some minor quantities of asbestos material which the project will remediate as part of the works in 2023.

Enquiries: Simon Napier

P : 9420 3589

E : simon.napier@watercorporation.com.au

Marvel Loch

- Water Corporation are planning to replace the existing 200,000 litre (200kL) Elevated Water Tank at Marvel Loch. The project is in the planning development phase.
- This project will improve the reliability of water supply to customers of Marvel Loch Town Supply Scheme
- A new 200kL will be required on a refurbished tank stand. A 400kL GL tank with permanent genset will also be part of the scope to help improve the scheme reliability.
- The next stage of the project is to obtain approvals and undertake detailed design works.
- Construction is likely to commence in 2024/25

Enquiries: Lee Tin Lim

P : 9420 3171

E : lee tin.lim@watercorporation.com.au

Shire of Wyalkatchem: Water Resource Recovery Facility

- Water Corporation authorised contractor, Trility, are continuing final commissioning work on the new Water Resource Recovery Facility in Wyalkatchem, next to the existing Shire Storage Dam.
- This upgrade will help disinfect wastewater and storm water in the town of Wyalkatchem, to be used at the Wyalkatchem sports oval.
- This work will involve constructing a new pump station, water pipes and services, storage tanks, chlorination facility, fencing and a gravel access road to the site (next to the Shire Storage Dam), from Ferries Street.
- The project is expected to be completed by September 2022.

Enquiries:

Rob Pekaar Project Manager

E : Rob.Pekaar@watercorporation.com.au

T: (08) 9420 2835

Shire of Kellerberrin: Water Resource Recovery Facility

- Water Corporation authorised contractor, Trility are continuing final commissioning work on the new Water Resource Recovery Facility and associated pipework in Kellerberrin.
- The new facility will disinfect treated wastewater and stormwater in the town of Kellerberrin to be used on the ovals at the Kellerberrin sports ground
- This work involves constructing a new pump station, water pipes and services, storage tanks, a chlorination facility, fencing, and a gravel access road to the site from Scaddan Street.
- The project is expected to be completed by November 2022.

Enquiries:

Rob Pekaar Project Manager

E: Rob.Pekaar@watercorporation.com.au

T: (08) 9420 2835

**MINUTES OF CENTRAL EAST ACCOMMODATION & CARE ALLIANCE INC (CEACA)
MANAGEMENT COMMITTEE MEETING HELD AT 10.30AM ON WEDNESDAY, 31 AUGUST 2022
AT THE MERREDIN REGIONAL COMMUNITY & LEISURE CENTRE, BATES STREET, MERREDIN**

1. OPENING & INTRODUCTION

The Chairperson opened the meeting at 10.35am and welcomed everyone present, including Brendon Waight (attending in lieu of Stephen Strange) from the Shire of Bruce Rock and John Merrick (attending in lieu of Bill Price) from the Shire of Westonia, who were joining the meeting for the first time.

The Chairperson spoke of the *Ageing and Health Services in the Wheatbelt Information Session* organised by CEACA Inc and held in Merredin on 18 August 2022 and thanked all of those involved for organising the event, which was a great success not only for CEACA but for those who attended and the organisations who were on hand to provide information. CEACA have received a number of letters of appreciation for hosting this event.

Since the previous meeting, the Chairperson and EO have met with the Shire of Merredin to discuss the CEACA Executive Summary and answer any queries the Councillors had and the meeting went very well. Further meetings were held with the CEOs of Tammin, Quairading and Narembeen to brief them on CEACA and discuss the possibilities of those shires joining CEACA. The Shires of Moora and Gingin have also shown interest in CEACA, however they are not a priority at this time.

A meeting will be held with DPIRD on 6th September 2022 to discuss what will be possible for funding of future accommodation options for the member shires. This could be a mix of aged, affordable and workers accommodation.

2. PRESENTATION

There were no presentations.

3. MEETING MATTERS

3.1 Record of Attendance and Apologies

Attendance

Terry Waldron (Chairperson), Richard Marshall - CEACA Executive Officer (EO), Jo Trachy - CEACA Operations Manager (OM), Darren Mollenoyux - Shire of Bruce Rock, Brendon Waight - Shire of Bruce Rock, Raymond Griffiths - Shire of Kellerberrin, Rodney Forsyth - Shire of Kellerberrin, John Nuttall - Shire of Mt Marshall, , Lisa Clack - Shire of Merredin, Mark McKenzie - Shire of Merredin, Gary Shadbolt - Shire of Mukinbudin, Dirk Sellenger - Shire of Mukinbudin, Louis Geier - Shire of Westonia, John Merrick - Shire of Westonia, Nic Warren - Shire of Yilgarn, Wayne Della Bosca - Shire of Yilgarn

Apologies

Stephen Strange – Shire of Bruce Rock, Tony Sachse – Shire of Mt Marshall, Bill Price – Shire of Westonia
Quentin Davies – Shire of Wyalkatchem, Peter Klein – Shire of Wyalkatchem

3.2 Declaration of Quorum

The Chairperson advised a quorum is present (7 of 8 member shires present).

3.3 Conflicts of Interest

There were no declarations of conflicts of interest.

3.4 Minutes of the Management Committee Meeting – 30 May 2022

The Member for Shire of Kellerberrin noted the following changes to be made to the Minutes:

- Item 4.1 “The Member for Kellerberrin apologised for not being able to meet with CEACA....” to be changed to “The Shire of Kellerberrin apologised for not being able to meet with CEACA...”
- Item 4.1 “The shire could provide land for up to 13 units for this purpose” should read “the Shire of Kellerberrin could accommodate 13 units for this purpose on existing land owned by CEACA”.
- Item 4.3 Nungarin Land “The Member for Kellerberrin spoke on behalf of the Shire of Kellerberrin CEO and advised that in his opinion...” should read “The Member for Kellerberrin advised that in his opinion.....”

RESOLUTION

It was resolved that subject to the agreed changes noted above, the Minutes of the Management Committee meeting held on 30th May 2022 be accepted as a true and accurate record of proceedings.

CARRIED

3.5 Matters Arising and Action Items

The CEACA Action Items were distributed to the Committee prior to the meeting and noted by all. All items actioned.

4. MATTERS FOR DECISION

Background

An Executive Committee meeting was held on 13 June 2022 to consider:

- Response to Shire of Nungarin in relation to its request for CEACA to transfer the vacant land back to the Shire.
- The draft budget including proposed CEACA membership for FY23.
- The draft market appraisal of CEACA units provided by Elders.
- The current weekly rent amounts of \$160pw and \$215pw and whether these amounts should be reviewed.

A report to the Management Committee with the recommendations from the Executive Committee was provided on 27th June 2022 and a copy of this report was sent to Management Committee members ahead of today’s meeting.

4.1 Shire of Nungarin Request Transfer of Land

RESOLUTION

After discussion, it was resolved:

1. To advise the Shire of Nungarin that CEACA wishes to retain the Nungarin land for at least the next 12 months.
2. CEACA management will develop a draft policy in relation to the retention of the land gifted to CEACA.

CARRIED

4.2 Proposed Rent Increases

The Executive Committee agreed that rents should be reviewed with a view to a modest increase, with some differentiation between shires as appropriate. Following management’s review of rents and input from Elders, the following rents were recommended:

- Group A – Merredin, Kellerberrin and Yilgarn, Market Rent \$230, CEACA discounted to \$170.
- Group B – Bruce Rock, Mukinbudin, Wyalkatchem, Market Rent \$225, CEACA discounted to \$167.
- Group C – Mt Marshall, Koorda, Nungarin, Trayning, Westonia, Market Rent \$220, CEACA discounted to \$164.

The Executive Committee referred the matter to the Management Committee and recommended that the rents be increased to the new figures as and when individual leases expire. The shires who were not present at the Executive Committee meeting held in June 2022 were consulted. Yilgarn and Westonia Shires agreed to the increase and the Member for Shire of Merredin had reservations due to the current increases in the cost of living.

The Shire of Merredin CEO asked if the drainage issues in front of the units in Merredin were going to be resolved as this would be an item that the Shire would want to see actioned prior to any increases in rent being approved.

The CEACA OM confirmed that discussions were held with a local Plumber who conducted a check and clean of two bubble pits in Yilgarn prior to submitting a quotation to clean the remaining 69 pits. The quotation has been approved

and all pits will be cleaned by September/October. Initial clean would be considered 'defect rectification' as there is a plastic fitting in each pit preventing proper flushing. Future cleans would be classed as preventative maintenance and would either be done annually or bi-annually (will be monitored).

RESOLUTION

It was resolved to accept the proposed rent increases.

CARRIED

ACTION ITEMS

CEACA Management to arrange for a briefing paper or a speaker to update the Members on rental assistance available to tenants.

4.3 FY23 Annual Membership Levy

- CEACA Members have been paying \$20k per annum membership fee regardless of unit numbers in their shire.
- CEACA has seen a strong cashflow this year and therefore agreed to reduce the fee to \$15k on the condition that 9 Members remained. The Shire of Koorda resigned as Members after the draft budget was approved.
- Having examined the figures, the EO is comfortable that we can keep the fee at \$15k.
- Items such as consultancy allowance have been adjusted to compensate.

With regards to membership in general and the ability for members to come and go, it was agreed that this subject would need to be discussed at length and an option could be to enter a multi-level MOU with the Members to ensure that they are committed to the membership and would not pull out at short notice. Shires are unable to commit to agreements for more than 12 months at a time, however an MOU will be an understanding that they need to give notice prior to departing and would give CEACA more notice of their intentions.

ACTION ITEM

CEACA Executive Manager to investigate options for Membership and MOU.

RESOLUTION

Following discussion, it was resolved that the CEACA membership fee would remain \$15k pa.

CARRIED

4.4 FY23 Budget

A draft budget for FY23 was approved by the Executive Committee on 13 June 2022. After that meeting the draft budget has been updated to incorporate the reduced annual membership fees (\$15k) arising from the Shire of Koorda's resignation, a reduction in consultancy expenses and 3% allowance for salary increases (Annexure C).

The EO advised that the OM had recently completed a performance review and was awarded a 3% rise. This was awarded in consultation with the Chairperson and in accordance with the *Delegations of Authority*.

The EO and OM left the meeting whilst performance and salaries were being discussed.

The Chairperson advised the meeting of his views about the performance of the EO and the OM and recommended that the Committee approve a 3% pay rise for the EO.

RESOLUTION

The Management Committee endorsed the pay rise of 3% for the EO, subject to a formal performance review being conducted and documented.

CARRIED

RESOLUTION

After further discussion, it was resolved to adopt the FY23 Budget as tabled.

CARRIED

4.5 ANNUAL GENERAL MEETING DATE

The AGM will be held at 10.00am on Wednesday, 9th November 2022 in Kellerberrin.

5. MATTERS FOR DECISION

5.1 Potential New Members

The Chairman advised that CEACA Management had met with Tammin, Quairading and Narembeen and all expressed an interest in joining CEACA, especially if CEACA are to pursue accommodation options for workers. CEACA Management we will keep in touch with them and provide feedback on the meeting with DPIRD on Tuesday. If the shires decide to proceed with membership, they may be asked to commit to a 3-year term, depending on the terms of the new membership policy to be drafted.

The EO advised that Narembeen have existing units managed by volunteers, which could possibly be managed by CEACA subject to an acceptable management model being developed and agreed.

The Member for Bruce Rock advised that he had completed a significant amount of work on a model and how it would work and would be happy to discuss the information with CEACA management.

ACTION ITEM

CEACA Chairman and Executive Manager to arrange a meeting with the Shire of Bruce Rock and Shire of Merredin, to discuss how CEACA could assist to manage existing shire owned accommodation.

5.2 Need for Additional Accommodation

The OM has gathered information for all Member shires to present to DPIRD. The *Wheatbelt Accommodation Summary* will be presented at the meeting with DPIRD to give those present an idea of current needs in the region (e.g. workers accommodation). Discussion will involve both ILU's and workers accommodation. The Shire of Merredin suggested they discuss their accommodation needs offline with the EO.

Member for Mt Marshall advised that NEWROC have conducted a recent study in relation to all types of accommodation in the region and would be happy to share the study report with CEACA.

ACTION ITEMS

1. CEACA Executive Manager to discuss shire accommodation with the Shire of Merredin.
2. CEACA Management to obtain a copy of the NEWROC report.

5.3 EO Report

The EO spoke to the EO Report and made the following additional comments:

Audit

Audit is underway on financial statements which will need approval in September or October via Zoom or similar. Confident that the numbers discussed today will be final numbers.

ACTION ITEM

EO to set up a meeting to consider and approve the Financial Statements when audit is complete.

Land Transfer - Nungarin

There may be circumstances where CEACA may agree to transfer vacant land back to shires. This may be an option to raise capital to build accommodation elsewhere. CEACA would need to be cautious as the market value would have to be balanced against the cost of developing units at another site.

The EO suggested that if CEACA were to transfer land, it would need a Special Resolution of 75% of members in agreement. A policy will be developed and will include options to transfer vacant land or a whole parcel of land, including buildings to investor(s).

ACTION ITEM

Executive Manager to draft a policy relating to transfer of land. Investigate possible changes to the Constitution.

5.4 Operations Report

The OM made the following additional comments to the Operations Report tabled:

- Information Session held on the 18 August 2022 was very well received and as a result, Catholic Homes and the other organisations who attended have received new enquiries.
- Catholic Homes and Therapy Focus are interested in attending a further session in March/April 2023. These sessions could be held in Wyalkatchem, Bruce Rock or any other Member shire.
- An increasing number of enquiries are coming through to CEACA in relation to home care, disability, mobility aids, social care etc and CEACA are now developing into an 'information hub' for many.
- Round 2 of Defect Rectification begins on 29th August and will be complete by 2nd September.
- Round 3 will commence when the OM returns from leave (approx. Oct/Nov 2022).
- Other defect rectification work is underway (eg. flooring, blinds) and these are being completed separately.
- Mick Sippe (Builder) has identified issues with one of the units in Nungarin (eg. warped fencing, multiple cracks, separation of tiles to floor) and referred CEACA to Allan Ramsay (Engineer, Shire of Mukinbudin). Allan reviewed original plans and referred the matter to Dan Turner (Structural Engineer). Dan will visit the site soon and produce a report. Both engineers have advised that the unit is safe to occupy.
- Occupancy – One vacancy coming up in Koorda in September and one in Beacon.
- The OM will be on annual leave from 8-30th September 2022. During this time, Elders will manage the day-to-day operations and will refer urgent matters or approvals to the CEACA EO.

Questions/Comments

The CEO, Shire of Merredin suggested that the OM investigate the possibility of CEACA applying to become a CHSP Service Provider. If considered viable and approved, CEACA would be able to claim funding for the time spent on assisting people with home care services information.

ACTION ITEM

OM to investigate options for CHSP Service Provider funding.

GENERAL BUSINESS

The Member for Kellerberrin asked when the Elders agreement was due to expire and whether CEACA would be approaching other agencies for proposals. The EO advised that he had previously approached an agency in Northam and would consider speaking with the again, however, in his opinion Elders are doing a very good job and did not see any need to change at this point.

6.0 MEETING CLOSURE

The Chairperson thanked everyone for attending and there being no further business, the meeting closed at 12.25pm.

NEXT MEETING

The next meeting will be held immediately prior to the AGM at 10.00am on Wednesday, 9 November 2022 in Kellerberrin.

DECLARATION

These Minutes were confirmed by the Central East Accommodation & Care Alliance Inc at the Management Committee Meeting held on _____.

Signed _____

Person presiding at the meeting at which these minutes were confirmed.



SHIRE OF BRUCE ROCK

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 31 August 2022

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 15/9/22
Prepared by: Manager of Finance
Reviewed by: Chief Executive Officer

BASIS OF PREPARATION

REPORT PURPOSE

This report is prepared to meet the requirements of Local Government (Financial Management) Regulations 1996, Regulation 34. Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement.

SIGNIFICANT ACCOUNTING POLICES

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 AUGUST 2022**

REVENUE

RATES

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears and service charges.

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

PROFIT ON ASSET DISPOSAL

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

FEES AND CHARGES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

SERVICE CHARGES

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

NATURE OR TYPE DESCRIPTIONS

EXPENSES

EMPLOYEE COSTS

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2022**

BY NATURE OR TYPE

	Ref Note	2022-23 Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus (Deficit)	1(b)	2,625,000	2,625,000	2,625,239	239	0%	
Revenue from operating activities							
Rates	4	1,712,044	285,341	1,738,139	1,452,799	509%	▲
Operating Grants, Subsidies and Contributions	7	1,313,529	218,922	431,069	212,147	97%	▲
Fees and Charges		2,208,985	368,164	460,666	92,502	25%	▲
Interest Earnings		40,701	6,784	(9,247)	(16,031)	(236%)	▼
Other Revenue		63,000	10,500	1,279	(9,221)	(88%)	▼
Profit on Disposal of Assets	5	8,500	1,417	0			
		5,346,759	891,127	2,621,906			
Expenditure from operating activities							
Employee Costs		(2,812,257)	(468,710)	(406,620)	62,090	13%	▲
Materials and Contracts		(3,207,053)	(534,509)	(613,393)	(78,884)	(15%)	▼
Utility Charges		(271,215)	(45,203)	(27,237)	17,965	40%	▲
Depreciation on Non-Current Assets		(3,425,700)	(570,950)	0	570,950	100%	▲
Interest Expenses		(47,882)	(7,980)	(251)	7,729	97%	▲
Insurance Expenses		(226,665)	(37,778)	(112,849)	(75,071)	(199%)	▼
Other Expenditure		(148,124)	(24,687)	(2,849)	21,838	88%	▲
Loss on Disposal of Assets	5	(100,500)	(16,750)	0			
		(10,239,396)	(1,706,566)	(1,163,200)			
Operating activities excluded from budget							
Add back Depreciation		3,425,700	570,950	0	(570,950)	(100%)	▼
Adjust (Profit)/Loss on Asset Disposal	5	92,000	15,333	0	(15,333)	(100%)	▼
Adjust Provisions and Accruals		0	0	14,541	14,541		▲
Amount attributable to operating activities		(1,374,937)	(229,156)	1,473,247			
Investing activities							
Non-operating grants, subsidies and contributions	8	4,301,297	716,883	45,500	(671,383)	(94%)	▼
Proceeds from Disposal of Assets	5	270,000	45,000	0	(45,000)	(100%)	▼
Capital acquisitions	6	(8,715,009)	(1,452,502)	(263,324)	1,189,178	82%	▲
Amount attributable to investing activities		(4,143,712)	(690,619)	(217,824)			
Financing Activities							
Proceeds from New Debentures		2,100,000	350,000	0	(350,000)	(100%)	▼
Transfer from Reserves	10	954,846	159,141	0	(159,141)	(100%)	▼
Principal elements of lease payments		(5,637)	(940)	0	940	100%	
Repayment of Debentures	9	(60,159)	(10,027)	0	10,027	100%	▲
Transfer to Reserves	10	(95,401)	(15,900)	0	15,900	100%	▲
Amount attributable to financing activities		2,893,649	482,275	0			
Closing Funding Surplus (Deficit)	1(b)	0	2,187,500	3,880,662			

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 12 for an explanation of the reasons for the variance.
This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

SIGNIFICANT ACCOUNTING POLICIES

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

EMPLOYEE BENEFITS

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (*Short-term Benefits*)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

(ii) *Annual Leave and Long Service Leave (Long-term Benefits)*

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

PROVISIONS

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses. Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

INVENTORIES

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

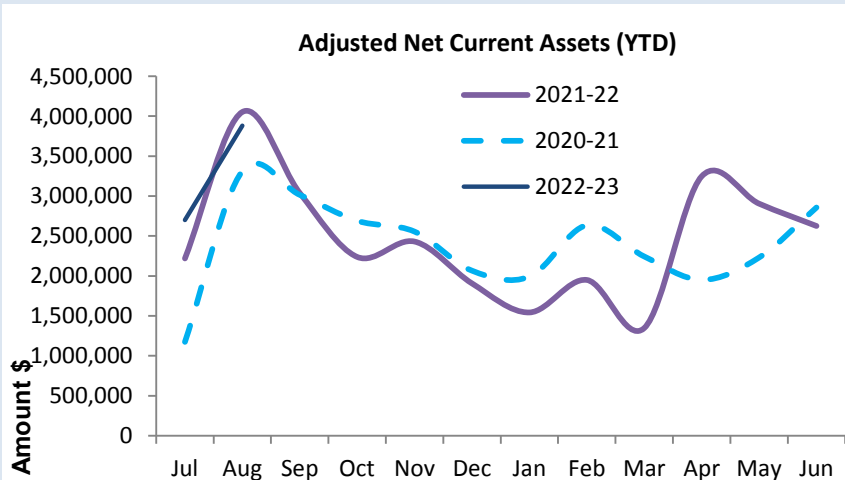
Adjusted Net Current Assets	Ref Note	Last Years Closing 30 June 2022	Year to Date Actual 31 Aug 2022
		\$	\$
Current Assets			
Cash Unrestricted	2	4,350,273	3,333,834
Cash Restricted	2	1,663,783	1,663,783
Receivables - Rates	3	58,379	2,014,969
Receivables - Other	3	407,649	292,948
Loans receivable		0	0
Interest / ATO Receivable		10,188	34,071
Inventories		108,193	55,207
		<u>6,598,465</u>	<u>7,394,813</u>
Less: Current Liabilities			
Payables		(652,241)	(143,392)
ATO Payables		0	(49,774)
Contract Liabilities		(1,343,386)	(1,343,386)
Provisions - employee		(431,533)	(431,533)
Long term borrowings		(26,185)	(26,185)
Lease Liabilities		(3,014)	(3,014)
		<u>(2,456,359)</u>	<u>(1,997,284)</u>
Unadjusted Net Current Assets		4,142,106	5,397,529
Adjustments and exclusions permitted by FM Reg 32			
Less: Cash reserves & restricted assets	2	(1,663,783)	(1,663,783)
Add: Provisions - employee		117,717	117,716
Add: Long term borrowings		26,185	26,185
Add: Current Lease Liabilities		3,014	3,014
Adjusted Net Current Assets		2,625,239	3,880,662

SIGNIFICANT ACCOUNTING POLICIES

Please see Note 1(a) for information on significant accounting policies relating to Net Current Assets.

KEY INFORMATION

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) as presented on the Rate Setting Statement.



**This Year YTD
Surplus(Deficit)
\$3.88 M**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2022**

**OPERATING ACTIVITIES
NOTE 2
CASH AND INVESTMENTS**

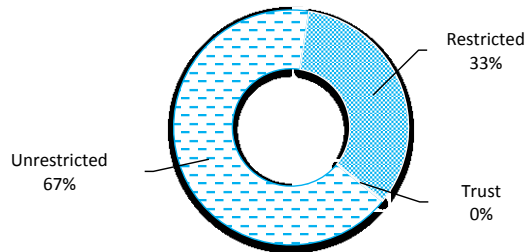
Cash and Investments	Unrestricted	Restricted	Trust	Total YTD Actual	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
Cash on Hand							
Petty Cash and Floats	2,200			2,200			
At Call Deposits							
Municipal Fund - Bendigo Bank	31,727			31,727	Bendigo Bank		
Municipal Fund - Bankwest	1,299,907			1,299,907	Bankwest		
Trust Fund			9,469	9,469	Bankwest		
Term Deposits							
General Reserve Fund		481,496		481,496	Bankwest	2.05%	Nov-22
Transport Infrastructure Reserve Fund		754,709		754,709	Bankwest	1.23%	Nov-22
Sporting Clubs Facility Replacement		159,995		159,995	Bankwest	0.50%	Dec-22
Supermarket Guarantee Reserve		50,000		50,000	Bendigo Bank	0.40%	Sep-22
Supermarket Reconstruction Reserve		217,583		217,583	Bankwest	0.35%	Oct-22
Investment Term Deposit 2	2,000,000			2,000,000	Bankwest	1.89%	Oct-22
Total	3,333,834	1,663,783	9,469	5,007,086			

SIGNIFICANT ACCOUNTING POLICIES

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

KEY INFORMATION

The Transport Infrastructure Reserve was reinvested however the funds are now invested with Bankwest.



Total Cash	Unrestricted
\$5.01 M	\$3.33 M

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2022**

**OPERATING ACTIVITIES
NOTE 3
RECEIVABLES**

Rates Receivable	31 Aug 22
	\$
Opening Arrears Previous Years	39,507
Levied this year	1,738,367
Less Collections to date	10,778
Equals Current Outstanding	1,788,652
Net Rates Collectable	1,788,652
% Collected	-0.61%

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	13,089	1,560	255,833	13,305	283,787
Percentage	5%	1%	90%	5%	100%
Balance per Trial Balance					
Sundry debtors					283,787
Other receivables - Skeleton Weed LAG					9,162
Total Receivables General Outstanding					292,948

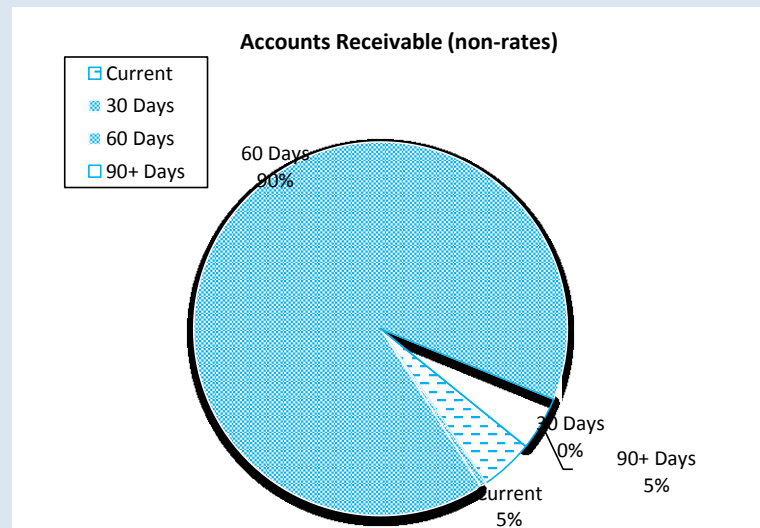
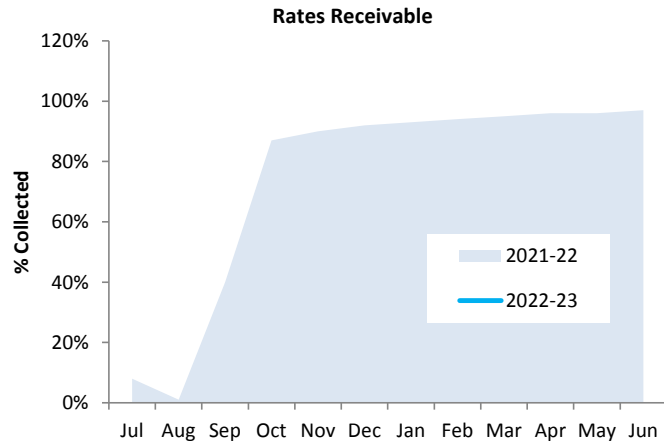
Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

SIGNIFICANT ACCOUNTING POLICIES

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified.



Debtors Due
\$292,948
Over 30 Days
95%
Over 90 Days
5%

Collected	Rates Due
-1%	\$1,788,652

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2022**

**OPERATING ACTIVITIES
NOTE 4
RATE REVENUE**

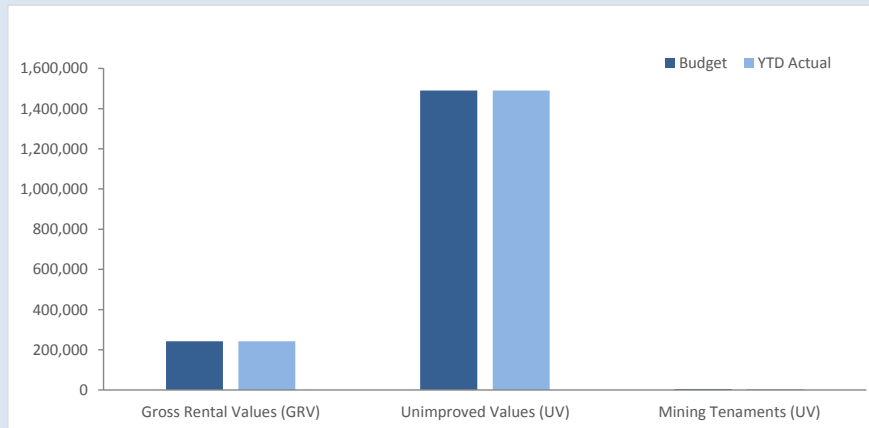
General Rate Revenue	2021-22 Budget						YTD Actual				Total Revenue
	Rate in	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	
RATE TYPE	\$			\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
Gross Rental Values (GRV)	0.078790	211	1,981,920	156,155	0	0	156,155	156,155	0	(83)	156,072
Unimproved Values (UV)	0.009784	324	150,781,500	1,475,246	0	0	1,475,246	1,475,246	0	197	1,475,443
Mining tenements (UV)	0.009784	2	127,941	1,252	0	0	1,252	1,252	0	0	1,252
Non-Rateable	0.000000	267	195,083	0	0	0	0	0	0	0	0
Minimum \$											
Gross Rental Values (GRV)	528	163	568,421	86,064	0	0	86,064	86,064	0	0	86,064
Unimproved Values (UV)	528	28	788,000	14,784	0	0	14,784	14,784	0	0	14,784
Mining Tenements (UV)	528	9	154,963	4,752	0	0	4,752	4,752	0	0	4,752
Sub-Totals		1,004	154,597,828	1,738,253	0	0	1,738,253	1,738,253	0	114	1,738,367
Discount							(43,000)				0
Amount from General Rates							1,695,253				1,738,367
Ex-Gratia Rates							16,791				0
Total General Rates							1,712,044				1,738,367

SIGNIFICANT ACCOUNTING POLICIES

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

KEY INFORMATION

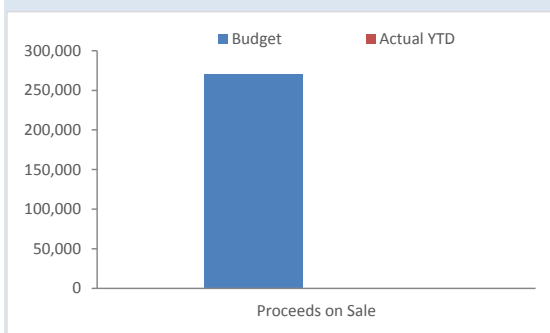
Rates were raised in August 2021.



General Rates		
Budget	YTD Actual	%
\$1.7 M	\$1.74 M	103%

Asset Ref.	Asset Description	2021-22 Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
Governance									
BK1	CEO Vehicle	52,000	60,000	8,000	0				
Rec & Culture									
	Cricket Wicket Roller	3,500	0	0	(3,500)				
Transport									
BK05	Rec Centre Managers Vehicle	19,500	20,000	500	0				
BK472	Changeover Gardeners Vehicle	23,000	20,000	0	(3,000)				
BK3	MOWS Vehicle	41,000	35,000	0	(6,000)				
BK024	Truck	91,000	50,000	0	(41,000)				
BK9282	Boisch Low Loader	32,000	30,000	0	(2,000)				
BK6670	Ranger FEL	36,000	30,000	0	(6,000)				
BK6519	Wtaer Truck	64,000	25,000	0	(39,000)				
		362,000	270,000	8,500	(100,500)	0	0	0	0

KEY INFORMATION



Proceeds on Sale		
Budget	YTD Actual	%
\$270,000	\$0	0%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2022**

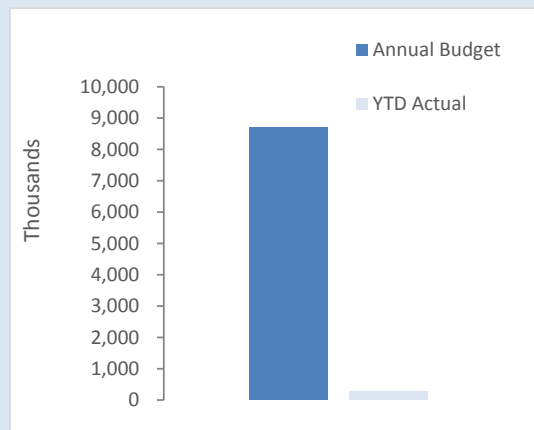
**INVESTING ACTIVITIES
NOTE 6
CAPITAL ACQUISITIONS**

Capital Acquisitions	2021-22 Budget	YTD Budget	YTD Actual Total	YTD Budget Variance
		\$	\$	\$
Land & Buildings	4,933,702	822,284	514	(821,770)
Plant & Equipment	1,482,012	247,002	163,773	(83,229)
Furniture & Equipment	80,600	13,433	0	(13,433)
Infrastructure - Roads	2,218,695	369,783	99,037	(270,746)
Capital Expenditure Totals	8,715,009	1,452,502	263,324	(1,189,178)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	3,691,134	615,189	45,500	(569,689)
Other (Disposals)	324,750	54,125	0	(54,125)
Contribution - operations	4,179,125	699,854	217,824	(482,030)
Capital Funding Total	8,715,009	1,452,502	263,324	(1,189,178)

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

KEY INFORMATION



Acquisitions	Annual Budget	YTD Actual	% Spent
	\$8.72 M	\$0.26 M	3%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$3.69 M	\$0.05 M	1%

CAPITAL ACQUISITIONS (CONTINUED)

	Account Number	2021-22 Budget	YTD Budget	YTD Actual	Variance (Under)/Over	Completed
Capital Expenditure		8,715,009	1,452,502	263,324		
Buildings		4,933,702	822,284	514		
Complete upgrade of electrical compliance at Admin Building	J04204	11,500	1,917	0	0%	
Amphitheatre BBQ Upgrade - Stronger Communities	J11144	12,000	2,000	0	0%	
Landscape Architect for Playground Development Plans	J11246	10,000	1,667	0	0%	
Water Refill Station - Grant from Water Corp	J13806	5,000	833	0	0%	
Rec Centre - Update Gardens and complete BBQ area	J11346	45,000	7,500	0	0%	
Timekeepers Box at Rec Centre	J11304	10,000	1,667	0	0%	
Construction of Supermarket - Building	J13042	4,204,544	700,757	0	0%	
Construction of Supermarket - Furniture Fittings & Fitout	J13045	237,658	39,610	0	0%	
Construction of Supermarket - Refrigeration & Coolrooms	J13046	398,000	66,333	0	0%	
Equestrian Lease Fencing	J13505	0	0	514		
Plant & Equipment		1,482,012	247,002	163,773		
Purchase Plant (BK1) - CEO Vehicle	J04202	59,000	9,833	0	0%	
Purchase Plant (BK645) - Shackleton Fire Truck	J05303	424,012	70,669	0	0%	
Purchase Plant (BK472) - Workshop Manager Ute Changeover with Gz	J12127	36,000	6,000	0	0%	
Purchase Plant (BK05) - Rec Centre Manager Utility	J12126	31,000	5,167	0	0%	
Purchase Plant - Cricket Pitch Roller	J11351	35,000	5,833	0	0%	
Purchase Plant (BK3) - MOWS Vehicle	J12111	47,000	7,833	0	0%	
Purchase Plant (BK024) - Changeover UD Tip Truck	J12142	215,000	35,833	163,773	76%	✓
Purchase Plant (BK9282) - Changeover Boisch Low Loader to Drop Dec	J12148	120,000	20,000	0	0%	
Purchase Plant (BK6670) - Changeover Ranger FEL for New Loader for	J12113	370,000	61,667	0	0%	
Purchase Plant (BK6519) - Changeover Water Truck for Water Tanker	J12150	145,000	24,167	0	0%	
Furniture & Equipment		80,600	13,433	0		
Altus Payroll	J04215	30,000	5,000	0	0%	
UPS for Admin Server	J04208	5,600	933	0	0%	
New Admin Server	J04210	45,000	7,500	0	0%	

CAPITAL ACQUISITIONS (CONTINUED)

	Account Number	2021-22 Budget	YTD Budget	YTD Actual	Variance (Under)/Over	Completed
Infrastructure - Roads		2,218,695	369,783	99,037		
Narembeen & Cumminin Road Intersection	RC045	30,000	5,000	79	0%	
Lawrie Rd & Cumminin Road Intersection	RC024	15,000	2,500	3,379	23%	
Regional Road Group						
Old Beverley Road - construction	RC050	281,450	46,908	7,256	3%	
Shackleton - Kellerberrin Road - reseal	RC002	162,925	27,154	0	0%	
Doodlakine - Bruce Rock Road - reseal	RC173	118,825	19,804	0	0%	
Roads to Recovery						
Totadgin Road	RR163	695,005	115,834	353	0%	
Corrigin Bruce Rock Road (Edge widening & lines)	RR174	47,200	7,867	0	0%	
Regional Road Safety Program						
Corrigin Bruce Rock Road (Edge widening & lines)	RC174	149,500	24,917	0	0%	
Bridges - Replace with Culverts						
Yarding Ardath Road (Bridge 4059A)	BK014	95,600	15,933	0	0%	
Yarding Ardath Road (Bridge 6023)	BR014A	69,200	11,533	0	0%	
Cukela Road (Bridge 5017)	BR092	58,800	9,800	8,678	15%	
Shackleton Bilbarin Road (Bridge 5130)	BR001	64,200	10,700	63,453	99%	
Belka East Road (Bridge 6008)	BR004	69,490	11,582	13,608	20%	
Erikin North Road (Bridge 5085)	BR038	147,000	24,500	0	0%	
Erikin South Road (Bridge 6033)	BR029	126,000	21,000	0	0%	
Old Beverley Road	BR050	0	0	2,230		
Council Funded Footpaths						
Butcher St (Brownlie to Swan St)	FC132	24,000	4,000	0	0%	
Noonajin St (small section)	FC135	10,000	1,667	0	0%	
Kerb Replacement						
Yelland Road	KR160	9,500	1,583	0	0%	
Dams - Community Water Projects						
Turkey Nest Dam	J13612	30,000	5,000	0		
Small Dam	J13613	15,000	2,500	0	0%	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2022**

**FINANCING ACTIVITIES
NOTE 9
BORROWINGS**

Information on Borrowings Particulars	Year End 2021-22	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Housing									
Loan 3 - Construct House	220,782	0	0		26,185	220,782	194,597		3,192
Economic Services									
Loan 4 - Reconstruct Supermarket	0	0	2,100,000		33,974	0	2,066,026	0	44,229
Other Property and Services									
Total	220,782	0	2,100,000	0	60,159	220,782	2,260,623	0	47,421

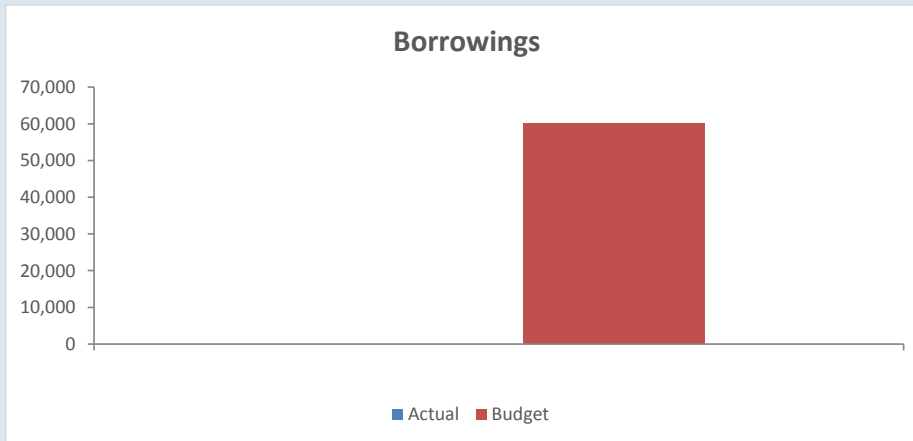
All debenture repayments were financed by general purpose revenue.

SIGNIFICANT ACCOUNTING POLICIES

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

KEY INFORMATION

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.



Dates for repayments 1/11/2022 & 2/5/2023

Principal Repayments	Interest Expense
\$0	\$0
Reserves Bal	Loans Due
\$1.66 M	\$220,782

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2022

CASH BACKED RESERVES
NOTE 10

Cash Backed Reserve

Reserve Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Reserves cash backed - Leave	117,716	1,766	0	0	0	0	0	119,482	117,716
Reserves cash backed - Plant Replacement	6,419	96	0	0	0	0	0	6,515	6,419
Reserves cash backed - Housing	226,800	3,402	0	0	0	(20,000)	0	210,202	226,800
Reserves cash backed - Council Housing	3,744	56	0	0	0	0	0	(16,200)	3,744
Reserves cash backed - Transport Infrastructure	754,709	11,321	0	0	0	(664,000)	0	102,030	754,709
Reserves cash backed - Sports Facility Replacement	126,818	1,902	0	10,000	0	0	0	138,720	126,818
Reserves cash backed - Bowls SCF	12,667	190	0	6,000	0	0	0	18,857	12,667
Reserves cash backed - Cricket SCF	25,951	389	0	6,000	0	0	0	32,340	25,951
Reserves cash backed - Football SCF	11,999	180	0	6,000	0	0	0	18,179	11,999
Reserves cash backed - Hockey SCF	30,724	461	0	6,000	0	0	0	37,185	30,724
Reserves cash backed - Netball SCF	16,754	251	0	6,000	0	0	0	23,005	16,754
Reserves cash backed - Squash SCF	1,139	17	0	700	0	0	0	1,856	1,139
Reserves cash backed - Tennis SCF	30,714	461	0	6,000	0	0	0	37,175	30,714
Reserves cash backed - Shire Hockey Turf Facility Replacement Reserve	30,048	451	0	15,000	0	0	0	45,499	30,048
Reserves cash backed - Shackleton Bowls SCF	0	94	0	9,400	0	0	0	9,494	0
Reserves cash backed - Supermarket Guarantee	50,000	0	0	0	0	(50,000)	0	0	50,000
Reserves cash backed - Supermarket Donations	217,583	3,264	0	0	0	(220,847)	0	0	217,583
	1,663,783	24,301	0	71,100	0	(954,847)	0	784,337	1,663,783

KEY INFORMATION

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2022**

**NOTE 11
BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance Surplus / (Deficit)
				\$	\$	\$	\$
	Balance 2022-23 Budget						0
				0	0	0	0

KEY INFORMATION

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2022**

**NOTE 12
EXPLANATION OF MATERIAL VARIANCES**

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

The material variance adopted by Council for the 2022/33 year is \$5,000 or 10% whichever is the greater.

Positive variance under Revenue shows more revenue recognised than compared with the Year to Date Budget.

Positive variance under Expenditure shows less expenditure recognised than compared with the Year to Date Budget.

Reporting Program	Var. from Actual v YTD Budget \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
	\$	%			
Revenue from operating activities					
Rates	1,452,799	509%	▲	Timing	Rates were levied at the end of August
Operating Grants, Subsidies and Contributions	212,147	97%	▲	Timing	We have already invoiced Main Roads for the Direct Grant and received the first quarterly payment of Grants Commission funding.
Fees and Charges	92,502	25%	▲	Timing	This is more than budgeted which is due to some annual invoicing been raised.
Interest Earnings	(16,031)	(236%)	▼	Timing	This is less than budgeted as the accrued interest recognised at 30 June is reversed in the new financial year.
Other Revenue	(9,221)	(88%)	▼	Timing	This is less than budgeted.
Expenditure from operating activities					
Employee Costs	62,090	13%	▲	Timing	Less Employee Costs recognised which is a reflection of several unfilled positions across the Shire and works commencing on Capital jobs.
Materials and Contracts	(78,884)	(15%)	▼	Timing	Materials and Contracts is higher than budgeted but this is due to some annual licences and subscriptions being paid at the commencement of the financial year.
Utility Charges	17,965	40%	▲	Timing	Utility charges are less than budgeted however some of this could be due to timing of accoounts.
Depreciation on Non-Current Assets	570,950	100%	▲	Timing	No depreciation has been raised yet.
Interest Expenses	7,729	97%	▲	Timing	Very little interest has been raised as rates only just been issued.
Insurance Expenses	(75,071)	(199%)	▼	Timing	Insurance expenses are higher than budgeted as paid at the commencement of the financial year.
Other Expenditure	21,838	88%	▲	Timing	Other Expenditure is less than Budgeted. Some costs classified as Other, like the Medical Centre Management Fee haven't been recognised yet.
Investing Activities					
Non-operating Grants, Subsidies and Contributions	(671,383)	(100%)	▼	Timing	As the Budget was adopted in late August, not much work has been completed on Capital Works and as such Capital Grant revenue has not been recognised.
Proceeds from Disposal of Assets	(45,000)	(100%)	▼	Timing	This will be updated when audit completed.
Capital Acquisitions	1,189,178	82%	▲	Timing	Due to large number of capital expenditure items on the budget, only a few have commenced and so under budget.
Financing Activities					
Proceeds from New Debentures	(350,000)	(100%)	▼	Timing	The new loan hasn't been drawn down yet.
Transfer from Reserves	(159,141)	(100%)	▼	Timing	No monies have been transferred from reserves. It is likely that this will occur at the end of the financial year.
Repayment of Debentures	10,027	100%	▲	Timing	The next repayment for the borrowings is due in November.
Transfer to Reserves	15,900	100%	▲	Timing	No money has been transferred to reserves as investments don't renew until later this year.

KEY INFORMATION