

Shire of Bruce Rock

# Newsletter

November 2023



Shire of  
**Bruce Rock**

*Where friends become family*



*Where friends become family*

# CEO Report

Where has the year gone? It is unbelievable that we are already heading into December with all of the end of year requirements, meetings and functions. With the supermarket up and running, staff and Council have been focused on moving forward and working on other major projects, maintenance, compliance and governance requirements.

Below is a brief snapshot of recent activities and updates from the past month. If you want to know more or seek information on other Council related matters please contact the CEO, President or one of the Shire Councillors.

## **Bruce Rock Town Hall Refurbishment**

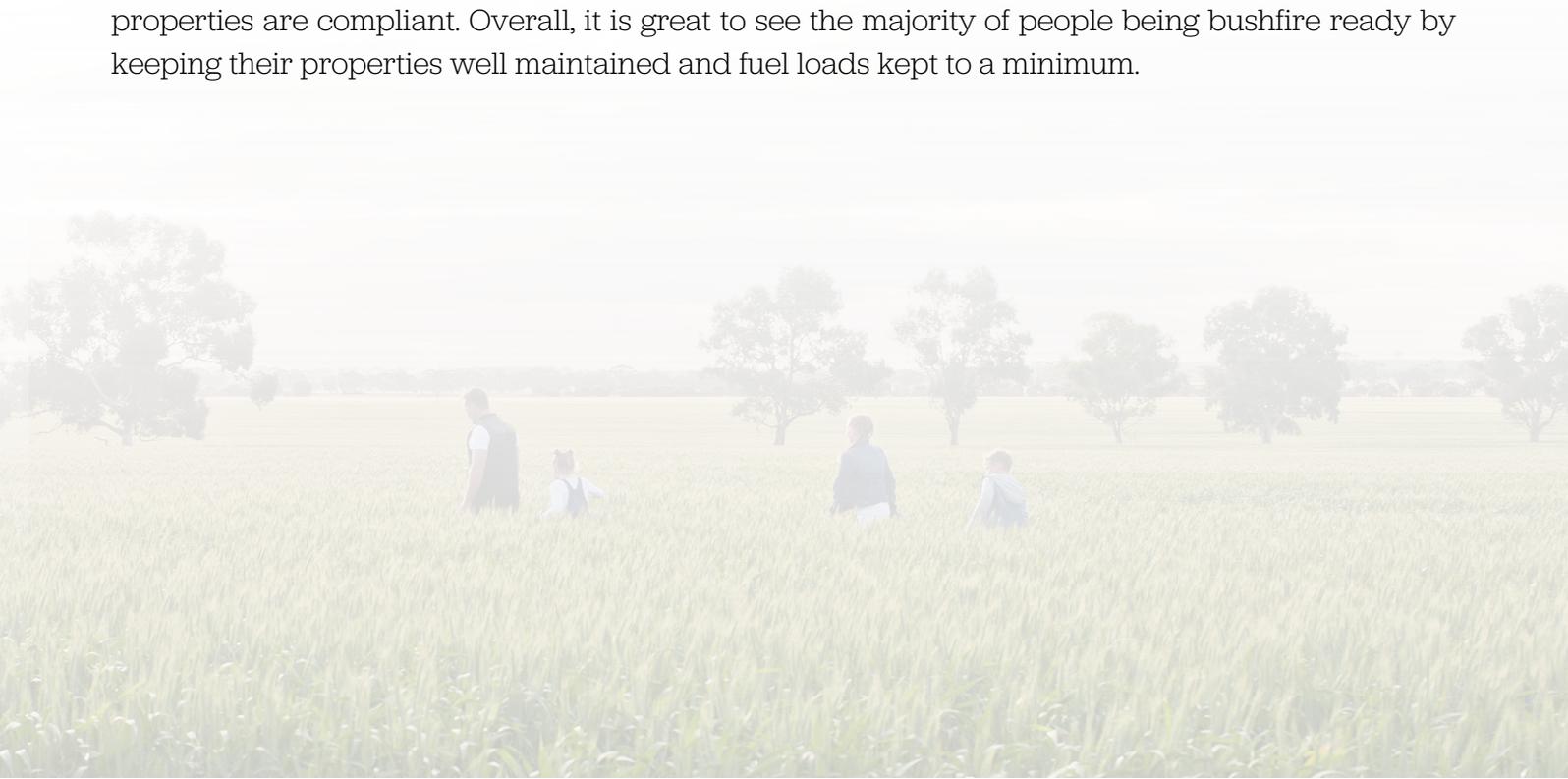
Following the closure of the temporary supermarket in the Bruce Rock Town Hall, staff have been coordinating refurbishment works to the building. The main floor has been stripped back and resealed, which looks great. Various other works are scheduled to be undertaken over the next couple of weeks, prior to it being re-opened and available for hire again.

## **Bushfire Awareness Training**

On 1 November 2023, the Department of Fire and Emergency Services (DFES) delivered training on Bushfire Awareness at the Shire. Six Shire staff members and one Bushfire Fighting Brigade volunteer attended the session, which provided an introduction to Bushfire Awareness. This training will assist staff awareness and preparedness in the event of a fire. This also assists in ensuring we have staff training and equipment to work closely with volunteers in the administration of Brigades, harvest bans and permit issuing. The Shire will be arranging further training sessions for Bushfire Brigade Volunteers and farmers in the new year.

## **Fire Hazard Inspections**

Property inspections have been undertaken within all townsites. Following the first round of friendly reminders to property owners, most required hazard reduction works were undertaken prior to 25 October 2023. Final notices have been issued and staff are working towards ensuring properties are compliant. Overall, it is great to see the majority of people being bushfire ready by keeping their properties well maintained and fuel loads kept to a minimum.



# CEO Report

## **New Supermarket Mural**

What has been happening? The wall is still blank! Please, be assured that the new mural on the supermarket has not been forgotten. All community responses have been compiled and staff are now seeking expressions of interest from suitable artists, as well as seeking funding opportunities to bring this project to fruition. Further updates will be provided as we progress this project and bring the big grey wall to life.



Insert **NEW!**  
mural

## **Aquatic Centre The Place To Be**

Have you been down to the Bruce Rock Aquatic Centre this summer? If not, make your way down there, as it is the place to be as the summer starts warming up. Our friendly Manager, Brett Wayne has the centre looking great, and is ready to welcome you to cool off and have some fun. Early morning swimming is now happening. Please see our website for opening hours.



*Darren Mollenoyux*

# From the Works Manager

## **Construction and Maintenance**

The construction team has been actively working on our graveling program, resolving any pending winter-related work. Once the graveling is complete, the crew will commence construction work on Old Beverley Rd and Yarding Ardath Rd.

In addition, Council's maintenance team has been patching major roads and will soon move on to minor roads. If necessary, a second crew will be called in to perform major works.

## **Town Gardens and Recreation Centre**

The gardeners have been hard at work, ensuring that all parks, garden beds and public areas remain immaculate. During November, the gardeners prepared the oval for summer sports and successfully hosted the Vets earlier in the month.

We would like to welcome Trey Cotter, the newest addition to our gardening crew, and extend congratulations to him on his successful start.

## **Town Sweeper**

The sweeper has been scheduled for the first week of every month. We kindly ask that people put out their regular materials for collection.

## **Town Crew**

The Town Crew has been actively engaged in multiple projects. These include the construction of the new shop precinct and the completion of the kerbing program. With the latter now finished, they will shift their focus to the footpath program in the upcoming weeks. Additionally, they have identified drainage works needed at the Cemetery and plan to tackle this next.

The crew has also been undertaking small private works for various individuals and landowners. However, it is important to note that only minor works can be undertaken subject to availability.

We are thrilled to welcome Jason Jetta as a new team member. Jason has already contributed to various projects, and we hope he will continue to fit in well with the crew.

Finally, the Town Crew has expanded its fleet of machines with the acquisition of a new town loader. The previous machine will be relocated to the refuse site, and the current one will be sold through tender or auction in the coming year.



*Dave Holland*

# From the Works Manager

## Construction Works to Be Carried Out

This financial year we will be carrying out the following roadworks:

We have three major construction projects, with the locations being,

- Old Beverley Rd
- Totadgin Rd
- Yarding Ardath Rd

Three resealing projects on:

- Shackleton - Kellerberrin Rd
- Bruce Rock - Doodlakine Rd
- Bath St asphalt reseal in the new shop precinct



There are also major upgrades to our airport and infrastructure, this will include:

- re-sealing the runway,
- installing new gables (markers) down the edge of the runway and
- electrical and radio upgrades

There are also drainage and bridge works that will be in progress through the year, some of the locations are:

- Bridge works at Erikin North and South Roads
- Drainage works at Narembreen Boundary Rd and the Cemetery

Crews will also complete our footpath and kerbing program for 2023/24 at:

- Teasdale Rd kerbing,
- Brownley and Leever's St footpaths

For any queries about any of the projects and when they are planned to be completed, please call the Shire office on 90611377.

## Message from the Crews

Given the onset of our significant construction program and the approaching Christmas season, we kindly request that you exercise caution while passing through our work sites and comply with the applicable speed limits.

## Message from the Works Manager

As we embark on our construction season, it is crucial that we support our crews by following proper protocol when traversing their work zones. Their efforts play an essential role in ensuring the safety and convenience of everyone who travels through our Shire.

Above all, please prioritise safety and adhere to the seasonal travel conditions during the harvest and festive season. Your wellbeing is paramount to us, and we wish to see you back in our wonderful Shire.

*Dave Holland*

# Council Meeting Outcomes

The first Ordinary Meeting of Council following the Elections was held on Thursday, 16 November 2023. The meeting saw significant change for Council, with the reduction in Councillor numbers to seven and with a new President, in Ram Rajagopalan chairing the meeting after Cr Strange stepped down after 26 years. Below is a brief summary of matters discussed and addressed at the information session and meeting.

## **New Committee and Delegations Appointed**

Following each election, Council undertakes a review of its committee representatives and delegates to various local and regional committees and organisations. As part of this process Council has reviewed the make up of its Audit and Risk Committee, which will now have three Councillors and one independent representative. Council is currently seeking expressions of interest for its independent representative position. A full list of Council Committees and Delegates is provided on the following page.

## **New Adventure Playground**

Council received a brief update from the consultants on progress being made to finalise the designs. Estimates are being undertaken prior to Council staff working towards attracting grant funding for this exciting community project.

## **Evacuation Centre Audits**

An update was provided by staff on the progress made on the Department of Community's requirements on all facilities available in Local Governments for emergency evacuation purposes. Once completed, this information will be provided to the State Emergency Management Committee for reference in any future disasters or significant emergencies. The Shire of Bruce Rock's primary evacuation centre is the Bruce Rock Recreation Centre, with the Bruce Rock District High School being a supplementary site.

## **Local Government Reform - Recording of Council Meetings**

The CEO provided an overview to Council on the new legislative requirements for the recording of Council Meetings. There are different requirements for different levels of Local Government. As a Level 4 Local Government, Council will need to meet the following requirements for the recording and publishing of Council Meetings by 1 January 2025.

- Audio recordings of Council meetings (open proceedings).
- Audio recordings of closed proceedings.
- Not required to livestream open proceedings.
- Not permitted to livestream closed proceedings.
- Recording technology installed at the Council's usual meeting place.
- Portable technology for meetings held outside of the usual meeting place or in the event of technical issues.

Council will work towards having these new requirement implemented in the second half of 2024.

**Shire of Bruce Rock**  
**Committees, Delegates & Representatives**  
**As at October 2023**



Committees of Council	
Audit and Risk Committee	Cr R Rajagopalan, Cr Strange, Cr AR Crooks and 1 Community Representative
Health and Aged Care	Cr Rajagopalan, Cr Verhoogt
Works and Services	Cr Foss, Cr Waight, Cr Hodgkiss, Cr Crooks

Sub Committees	
Sport and Recreation	Cr Rajagopalan, Cr Foss, Cr Waight
Economic Development Committee	Cr Rajagopalan, Cr Verhoogt, Cr Hodgkiss

Appointed – Delegates and Representatives	
Master of Ceremonies	Cr Cooks and Cr Waight (Proxy)
WALGA Great Eastern Zone	Cr R Rajagopalan, Cr SA Strange
WEROC	Cr R Rajagopalan, Cr Crooks (Proxy) CEO, MGCS (Proxy)
CEACA	Cr SA Strange CEO on Executive Committee
Retirement Units Delegate	Cr J Verhoogt, Cr BE Waight (Proxy)
Regional Road Group	Cr KP Foss and Cr BE Waight (Proxy), MOWS
Local Health Advisory Group	Cr R Rajagopalan, Cr J Verhoogt (Proxy), CEO
District Health Advisory Group	Cr R Rajagopalan
Local Emergency Management Committee	Cr Rajagopalan, CEO, MGCS and Agency Reps
Chief Bush Fire Control Officer	Cr Crooks
Deputy Chief Bush Fire Control Officer	Trent Cosgrove
Reconciliation Action Plan Working Group Representatives	Cr R Rajagopalan, Cr J Verhoogt
Community Resource Centre	Cr J Verhoogt and Staff Member (Proxy)
Tourism	Cr J Verhoogt and CDO
Central Agcare	Darren Mollenoyux
Natural Resource Management	Cr AR Crooks, Cr PK Hodgkiss Representative to LCDC

# Council Meeting Outcomes

## Report on 2023 Local Government Election

Council received the report on the outcomes of the 2023 Ordinary Election, which provided data on the voter turnout and comparisons as to the effectiveness of the election method. Whilst Council previously had a good voter turnout (in comparison to many Local Governments), over the past two elections Council undertook a Postal Election, which has seen a significant increase in voter turnout. Below is a chart providing data on the elections over the past ten years.

Year	Number of Candidates	Total number eligible voters on roll	Total valid votes cast	Early Votes Cast	Total informal votes	Total votes cast	Percentage turnout
2023	6	678	372		1	373	55%
2021	4	670	395		0	395	59%
2019	6	646	284	188	0	284	44%
2018*	3	628	207	126	0	207	33%
2017	5	642	258	131	6	264	41%
2013	6	681	267	144	2	269	39%
2012*	2	698	178		3	181	26%

*\*indicates extraordinary election*

## Council's Workforce Plan 2023 - 2027

It is a requirement of Integrated Planning and Reporting legislation that all Local Governments adopt a Strategic Community Plan and Corporate Business Plan. These key documents are supported by Informing Strategies: the Long-Term Financial Plan, the Asset Management Plan and the Workforce Plan. The Workforce Plan is intended to enhance the capacity of the Shire's workforce to meet community needs by ensuring the organisation has the required staff, capabilities and resources to ensure sustainable service delivery now and into the future.

The Workforce Plan takes into account corporate and business objectives, such as financial targets, service delivery objectives and community benefits. It also examines potential external influences over workforce supply and demand. The Workforce Plan is integrated into the Corporate Business Plan and all staff costs are reflected in the budget. This includes wages, worker's compensation, superannuation and training costs, and is a recognition of the workforce required to achieve the objectives set out in the Corporate Business Plan.

The Workforce Plan 2023-2027 has been developed over the past four months and has involved consultation with all staff, as well as input from other sources, including consultant Mrs Caroline Robinson, who has significant experience assisting regional Local Governments in Workforce and Strategic Planning.

# Council Meeting Outcomes

This Workforce Plan will assist Council and management to:

Ensure appropriate numbers of staff are being recruited or developed to meet future needs

Identify potential problems, manage risk and minimise crisis management cycles

Contain human resources costs, including the cost of turnover, absenteeism, structural changes and staff movement

Develop workforce skills that take time to grow

Identify staff development needs

Make staffing decisions to provide services in regional and rural areas

Optimise the use of human, financial and other resources

Integrate human resource management issues into business planning

Improve employee productivity through better job design

Improve employee relations

Increase job satisfaction



## EXPRESSIONS OF INTEREST

### Audit and Risk Committee Independent Member

- **Opportunity to make a valuable contribution and share your expertise in an important advisory role.**
- **Initial term of 12 months with possibility of extension.**
- **Minimum of four meetings a year, with additional meetings convened as required.**

#### The opportunity

We are seeking expressions of interest from suitably experienced applicants to join Council's Audit and Risk Committee as an independent member.

#### The Audit and Risk Committee

- Established under the Local Government Act 1995, the Audit and Risk Committee is responsible for providing advice to Council on the Shire's financial management, assurance arrangements and risk management.
- Membership of the Committee includes three Councillors and an independent member.

#### Role requirements

- Previous experience in finance, risk management, assurance and/or governance.
- A good business acumen.
- Excellent communication skills.
- Enthusiasm and self-motivation.

#### How to express your interest

Please provide a written application including a covering letter of not more than two pages outlining your suitability for the role, plus a CV detailing your work history and providing two work-related referees. Please mark your application as follows: "ARC – Independent Member".

You can post, personally deliver or email your application to:

<i>Post</i>	<i>In person</i>	<i>Email</i>
Shire of Bruce Rock PO Box 113 BRUCE ROCK WA 6418	Shire of Bruce Rock 54 Johnson Street BRUCE ROCK WA 6418	<a href="mailto:shenae.negri@brucerock.wa.gov.au">shenae.negri@brucerock.wa.gov.au</a>

**Applications close at 4.00pm on Monday, 11 December 2023.**

#### More information

For more information, please contact Nerea Ugarte, Manager of Governance and Community Services (on 9061 1377 or [nerea.ugarte@brucerock.wa.gov.au](mailto:nerea.ugarte@brucerock.wa.gov.au)).