



Shire of
Bruce Rock

Where friends become family



Agenda Attachments

Thursday 14 December 2023

SHIRE OF BRUCE ROCK
AGENDA ATTACHMENTS 14 December 2023

	PAGE
ITEM 9 MINUTES FROM PREVIOUS MEETINGS	
ATTACHMENT A - COUNCIL MEETING MINUTES NOVEMBER 2023	3
ITEM 10.2.2 LIST OF PAYMENTS	
ATTACHMENT A - LIST OF PAYMENTS NOVEMBER 2023	39
ITEM 10.2.3 FUEL CARDS AND CREDIT CARD TRANSACTIONS	
ATTACHMENT A - LIST OF CREDIT CARD AND FUEL CARD TRANSACTIONS FOR NOVEMBER 2023	42
ITEM 10.2.4 INDEPENDENT AUDITOR'S REPORT 2023	
ATTACHMENT A – INDEPENDENT AUDITOR'S REPORT 2023	43
ITEM 10.2.5 ACCEPTANCE OF THE ANNUAL REPORT 2022-23	
ATTACHMENT B – FINANCIAL REPORT 2022-23	46
ITEM 11.2 WALGA ZONE MINUTES NOVEMBER 2023	
ATTACHMENT A – WALGA ZONE MEETING MINUTES	87
ATTACHMENT B – WATER CORP PRESENTATION	113
ITEM 11.3 WEROC INC MEETING MINUTES NOVEMBER 2023	
ATTACHMENT A – WEROC INC BOARD MEETING MINUTES	119
ATTACHMENT B – WEROC INC AGM MINUTES	139

SHIRE OF BRUCE ROCK

MINUTES – ORDINARY MEETING 15 NOVEMBER 2023

TABLE OF CONTENTS

TABLE OF CONTENTS	1
1. Declaration of Opening	2
2. Record of Attendance/Apologies/Leave of Absence (Previously Approved)	2
3. Declarations of Interest	2
4. Response to Previous Public Questions Taken on Notice	2
5. Public Question Time	2
6. Petitions/Deputations/Presentations/Submissions	2
7. Applications for Leave of Absence	2
8. Announcements by Presiding Member	3
9. Confirmation of Minutes	3
10. Officers’ Reports	4
10.1 Manager of Works and Services	4
10.2 Manager of Finance	5
10.2.1 Statement of Financial Activity	5
10.2.2 List of Payments	7
10.2.3 Fuel Cards and Credit Card Transactions	9
10.2.4 Budget Variation for Disposal of “G” Grader and Transfer of Net Surplus to Plant Replacement Reserve	11
10.3 Manager of Regulatory Services	14
10.3.1 Adoption of the Bruce Rock Public Health and Wellbeing Plan 2023-2027 Post Advertising for Public Comment	14
10.3.2 Homestead subdivision referral for comment from the Western Australian Planning Commission No 164131 for Lot 18610 Bruce Rock-Narembeen Road	17
10.4 Manager of Governance and Community Services	20
10.4.1 Purchasing Policy	20
10.5 Chief Executive Officer	22
10.5.1 Report on Election Held on 21 October 2023	22
10.5.2 Adoption of Final Workforce Plan 2023-2027	24
10.5.3 Development Assessment Panels	28
11. Regional Reports	31
12. New Business of an Urgent Nature Introduced by Discussion of the Meeting	32
12.1.1 Elected Members Fees and Charges	32
12.1.2 Disposal of Batching Plant Equipment, Concrete Truck & Lease of Council Quarry on Bruce Rock – Doodlakine Road	34
13. Confidential Items	36
14. Closure of Meeting	36

SHIRE OF BRUCE ROCK
MINUTES – ORDINARY MEETING 16 NOVEMBER 2023

1. Declaration of Opening

The Shire President Ram Rajagopalan declared the meeting open at 3.07pm.

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

Shire President	Cr R Rajagopalan
Deputy Shire President	Cr AR Crooks
Councillors	Cr KP Foss
	Cr PK Hodgkiss
	Cr SA Strange
	Cr J Verhoogt
	Cr BJ Waight
Chief Executive Officer	Mr DRS Mollenoyux
Manager of Executive Services	Mrs MJ Schilling
Manager of Finance	Mrs M Barthakur (3.07pm – 3.27pm)
Apology	Mrs N Ugarte

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

In accordance with Sections 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

Anglo American representatives:
 David Wood Discovery Manager Australia, Calum Fullelove Senior Regional Geologist and Andrew Nolan Community and Logistics Specialist.

7. Applications for Leave of Absence

8. Announcements by Presiding Member

9. Confirmation of Minutes

Works and Services Committee Meeting held on Friday, 13 October 2023.

COUNCIL DECISION

Resolution OCM Nov 23 – 9.1.1

Moved: Cr Strange

Seconded: Cr Foss

That the minutes of the Works and Services Committee Meeting held on Friday, 13 October 2023 be received.

For: Cr Crooks, Cr KP Foss, Cr P Hodgkiss, Cr R Rajagopalan, Cr Strange, Cr J Verhoogt and Cr Waight

Against: Nil

Carried 7/0

Ordinary Meeting of Council held on Thursday, 19 October 2023.

COUNCIL DECISION

Resolution OCM Nov 23 – 9.1.2

Moved: Cr Crooks

Seconded: Cr Waight

That the minutes of the Ordinary Meeting of Council held on Thursday, 19 October 2023 be received as a true and correct record.

For: Cr Crooks, Cr KP Foss, Cr P Hodgkiss, Cr R Rajagopalan, Cr Strange, Cr J Verhoogt and Cr Waight

Against: Nil

Carried 7/0

Special Council Meeting held on Monday, 30 October 2023.

COUNCIL DECISION

Resolution OCM Nov 23 – 9.1.3

Moved: Cr Waight

Seconded: Cr Strange

That the minutes of the Special Council Meeting held on Monday, 30 October 2023 be received as a true and correct record..

For: Cr Crooks, Cr KP Foss, Cr P Hodgkiss, Cr R Rajagopalan, Cr Strange, Cr J Verhoogt and Cr Waight

Against: Nil

Carried 7/0

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
Reporting Officer:	Manisha Barthakur, Manager of Finance
Author:	Manisha Barthakur, Manager of Finance
Disclosure of Interest:	Nil
Attachments:	<i>Item 10.2.1 Attachment A – Statement of Financial Activity October 2023</i>

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
Nerea Ugarte, Manager of Governance and Community Services
David Holland, Manager of Works and Services
Julian Goldacre, Manager of Regulatory Services
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 the Shire’s financial performance throughout the year.		

Financial Implications

Comparison of actual year to date to the 2023-24 Budget.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

4.1 Our organisation is well positioned and has capacity for the future

Voting Requirements

Simple majority

<p>OFFICER RECOMMENDATION COUNCIL DECISION Resolution OCM Nov 23 – 10.2.1</p> <p>Moved: Cr Strange Seconded: Cr Foss</p> <p>That the Statement of Financial Activity for the month ending 31 October 2023 be received.</p> <p>For: Cr Crooks, Cr KP Foss, Cr P Hodgkiss, Cr R Rajagopalan, Cr Strange, Cr J Verhoogt and Cr Waight Against: Nil Carried 7/0</p>

Agenda Reference and Subject:

10.2.2 List of Payments

Reporting Officer:

Manisha Barthakur, Manager of Finance

Author:

Mike Darby, Senior Finance Officer

Disclosure of Interest:

Nil

Attachments:

Item 10.2.2 Attachment A – List of Payments October 2023

Summary

Council is asked to endorse the 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 Chief Executive Officer’s credit card.

Comment

Following is a list of payments made from Council’s Municipal and Trust Accounts, and payments made with the Chief Executive Officer’s credit card for the month of October 2023.

If Councillors 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 approved delegations and budget.		

Financial Implications

Payments must be made in accordance with the 2023-24 Budget.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

4.3 Our organisation is well positioned and has capacity for the future

Voting Requirements

Simple majority

OFFICER RECOMMENDATION COUNCIL DECISION

Resolution OCM Nov 23 – 10.2.2

Moved: Cr Verhoogt

Seconded: Cr Crooks

That Council:

1. endorse the list of payments from the Municipal Account consisting of:

- a. EFT voucher numbers EFT22008 to EFT22368 totalling \$1,369,249.42;**
- b. cheque numbers 138 to 140 totalling \$608.15;**
- c. nil Trust EFT payments;**
- d. wages and superannuation payments totalling \$208,035.59; and**
- e. credit card payments totalling \$725.64**

with all payments totalling \$1,577,893.16 for the month of October 2023; and

2. note that the credit card payment is reported separately, but is a part of the EFT payments.

For: Cr Crooks, Cr KP Foss, Cr P Hodgkiss, Cr R Rajagopalan, Cr Strange, Cr J Verhoogt and Cr Waight

Against: Nil

Carried 7/0

Agenda Reference and Subject:	10.2.3 Fuel Cards and Credit Card Transactions
Reporting Officer:	Manisha Barthakur, Manager of Finance
Author:	Manisha Barthakur, Manager of Finance
Disclosure of Interest:	Nil
Attachments:	<i>Item 10.2.3 Attachment A – List of Credit Card and Fuel Card transactions for October 2023</i>

Summary

A list of transactions made using corporate cards are reported to Council.

Background

Consistent with the Local Government Regulations Amendment Regulations 2023, from 1 September 2023, Local Governments are required to prepare a list of corporate and credit card payments made by employees each month. The list must be presented to Council at the next ordinary meeting and recorded in the minutes.

Comment

Following is a list of all transactions for all corporate cards that Shire holds.

If you have any queries regarding these transactions, 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 approved delegations and budget.		

Financial Implications

Payments must be made in accordance with the 2023-24 Budget.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

4.3 Our organisation is well positioned and has capacity for the future

Voting Requirements

Simple majority

OFFICER RECOMMENDATION COUNCIL DECISION

Resolution OCM Nov 23 – 10.2.3

Moved: Cr Verhoogt

Seconded: Cr Strange

That Council endorse the list of transactions through the:

- a. Bendigo Bank Corporate Credit Card; and**
- b. Great Southern Fuel Card.**

For: Cr Crooks, Cr KP Foss, Cr P Hodgkiss, Cr R Rajagopalan, Cr Strange, Cr J Verhoogt and Cr Waight

Against: Nil

Carried 7/0

Agenda Reference and Subject:

10.2.4 Budget Variation for Disposal of “G” Grader and Transfer of Net Surplus to Plant Replacement Reserve

Reporting Officer:

Manisha Barthakur, Manager of Finance

Author:

Manisha Barthakur, Manager of Finance

Disclosure of Interest:

Nil

Attachments:

Nil

Summary

To amend the budget to allow for the disposal of one “G” grader and the transfer the net surplus from the trade to the Plant Replacement Reserve.

Background

At the Works and Services Committee meeting held on Friday 13 October 2023, the Manager of Works and Services presented a Plant Usage Report and investigation findings into:

- the pros and cons of having extra plant, such as five graders; and
- the financial impacts associated with a reduction of Council owned machines verses the hiring machines on an as needs basis.

Further to this discussion, the Committee resolved to recommend to Council the disposal of a grader in the current 2023-24 financial year, instead of the 2024-25 financial year, as previously planned based on the plant maintenance program.

The Committee also recommends that any surplus gained from the disposal must go to the Plant Replacement Reserve, as follows:

COMMITTEE RECOMMENDATION TO COUNCIL

Resolution WSCM October23 – 5.1

Moved: Cr Waight

Seconded: Cr Crooks

1) That Council dispose of one “G” grader in the 2023/24 financial year, which Council can allocate the income funds towards other fleet management priorities. To be undertaken in conjunction with the 2023/24 Budget Review and that funds from the disposal of asset be placed into Council’s Plant Replacement Reserve.

2) That Council hire 1 grader for the 2023/2024 financial year for the maintenance grading program, for approximately 5 months.

3) Following the maintenance grading program in 2024/25 staff undertake a review to determine the financial benefits and efficiencies of hiring verses owning the grader.

4) That should the hiring approach be as successful and not impact Council’s overall roads construction and maintenance programs that the second “G” grader and one of the multi tyred rollers be disposed of in the 2025/26 financial year. This will enable Council to utilize funds that are tied up in these two machines that are not used for large portions of the year and improve Council’s overall asset management.

For: Cr Foss, Cr Strange, Cr Crooks, Cr Waight

Against: Nil

Carried 4/0

Consultation

Darren Mollenoyux, Chief Executive Officer
 David Holland, Manager of Works and Services
 Works and Services Committee

Statutory Implications

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.*

Policy Implications

Nil

Risk Implications

Risk: That the 2023-24 Budget does not reflect the forecast expenditure and revenue for the remaining financial year.		
Likelihood	Consequence	Rating
Likely	Moderate	High
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Framework. The perceived level of risk is considered to be “Moderate”.		

Financial Implications

Reduction in assets held as Plant and Equipment.
 Increase in cash in the Plant Replacement Reserve (amount undetermined).

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

Absolute majority

OFFICER RECOMMENDATION COUNCIL DECISION

Resolution OCM Nov 23 – 10.2.4

Moved: Cr Crooks

Seconded: Cr Foss

That Council adopt the following variation to Budget for creating a provision for the following for financial year 2023-24:

- 1. Allow the Manager Works and services to proceed with the disposal of a “G” grader.**
- 2. Allow the Manager of Finance to amend the budget with an increase in Transfer to Plant Replacement Reserve by the net surplus amount when the disposal takes place.**

For: Cr Crooks, Cr KP Foss, Cr P Hodgkiss, Cr R Rajagopalan, Cr Strange, Cr J Verhoogt and Cr Waight

Against: Nil

CARRIED BY ABSOLUTE MAJORITY 7/0

Mrs M Barthakur left the Council Chambers at 3.27pm and did not return.

10.3 Manager of Regulatory Services

Agenda Reference and Subject:	10.3.1 Adoption of the Bruce Rock Public Health and Wellbeing Plan 2023-2027 Post Advertising for Public Comment
Reporting Officer:	Julian Goldacre, Environmental Health Officer
Author:	Julian Goldacre, Environmental Health Officer
Disclosure of Interest:	Nil
Attachments:	<i>Item 10.3.1 Attachment A – Schedule of Submissions Received</i> <i>Item 10.3.1 Attachment B – Bruce Rock Public Health and Wellbeing Plan 2023-2027</i>

Summary

Council adopts the Bruce Rock Public Health and Wellbeing Plan 2023-2027, as amended for document control, and instructs the Administration to deposit the Shire of Bruce Rock Public Health and Wellbeing Plan 2023 – 2023 as presented to the Department of Health Western Australia for their records

Background

At the ordinary meeting of Council held on 19 October 2023, Council resolved (Resolution OCM Oct 23 – 10.3.1) to undertake public advertising of the Bruce Rock Public Health and Wellbeing Plan 2023 – 2023 (the PH&WP). Advertising of the PH&WP commenced on 24 October for a period of 21 days through notification on the Shire of Bruce Rock website, notice boards and the local paper inviting comments for Council’s consideration before adopting the PH&WP.

Part 5 of the Public Health Act 2016 (the Act), which requires the development of a Local Government public health plan, has still to come into effect. Originally, Local Governments were encouraged to have substantially started the public health plan process or have in effect a public health plan within five years of the Act coming into effect. This timeline was crippled by the CoVid-19 Pandemic, and this was acknowledged by the Chief Health Officer’s correspondence dated 6 December 2022. Part 5 will not be a requirement now until around 2024. Notwithstanding this, in June 2020, the Shire of Bruce Rock had already commenced to have a consultant, Mr Llew Withers, engaged to prepare the PH&WP.

Comment

With the completion of the advertising of the PH&WP, it can be stated, effective as on 8 November 2023 (two days before the due date for submission, unless otherwise advised) that no public comments have been received. Attachment A is the statement of fact that no comments have been received. Whilst no public comments have been received, a review by this officer suggests, as included in Attachment B, the addition of a page with document control features that displays the date advertising commenced and finished, and Council’s adoption of the PH&WP. This will provide a record of administrative actions related to the PH&WP

This PH&WP will be an informing strategy that possibly could integrate with the Community Strategic Plan. Furthermore, the key projects and outcomes could also be included in the Corporate Business Plan, should this be deemed practicable. The PH&WP has been written to place the Shire in a supportive role in so far as available human resources and finances can achieve pertinent public health programs. Such programs are best undertaken by suitably qualified persons, who are best sourced from Public Health Units and non-government agencies, and even the Western Australian Department of Health directly, should funding ever eventuate.

Currently, the Department of Health requires the PH&WP to be submitted to their inbox for the purpose of registering receipt only. There is no external review undertaken by the Department, as the PH&WP is a document owned and functioned at the Shire of Bruce Rock, based in suitable research and public consultation.

It is anticipated the PH&WP will be duly reviewed as part of the annual document review process to ensure validity and functionality, and to reflect funding opportunities and the outcomes, should external funding arise to undertake suitable public health promotion activities in addition to the public health infrastructure and activities the Shire of Bruce Rock currently undertakes.

Consultation

- Darren Mollenoyux, Chief Executive Officer
- Nerea Ugarte, Manager of Governance and Community Services
- Caris Negri, Community Development Officer
- Shayna Campbell, Engagement Officer
- Lyn Fogg, Governance Specialist, WALGA
- Llew Withers, Withers & Associates P/L Environmental Health Consultant

Statutory Implications

Public Health Act 2016

Policy Implications

Nil.

Risk Implications

Risk: State Government imposes a requirement that the Shire organises, manages, and funds all public health programs that fall outside the normal Shire operational endeavours.		
Likelihood	Consequence	Rating
Possible	Moderate	Moderate
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Framework. The perceived level of risk is considered to be “Medium”, and will be managed by specific monitoring and response procedures.		

Financial Implications

A total cost of \$10,000 (excluding GST) spread over three financial year terms of 2020-2021, 2021-2022 and 2022-2023.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Governance

- Goal 7 Our community are engaged and have a healthy lifestyle.
 - 7.7 Environmental Health Services - Create a community health plan incorporating community life, local planning, parks and facilities, transport, social support, and community participation to embed preventative health measures and health promotion locally.

Voting Requirements

Simple majority

OFFICER RECOMMENDATION COUNCIL DECISION

Resolution OCM Nov 23 – 10.3.1

Moved: Cr Strange

Seconded: Cr Waight

- 1. acknowledge that no public submissions were received during the advertising for comment of the Shire of Bruce Rock Public Health and Wellbeing Plan 2023-2027, as presented in Attachment A;**
- 2. adopt the Shire of Bruce Rock Public Health and Wellbeing Plan 2023-2027 as amended for the purpose of document control, and**
- 3 agree to staff submitting the Shire of Bruce Rock Public Health and Wellbeing Plan 2023-2027, as presented, to the Department of Health Western Australia for its records.**

For: Cr Crooks, Cr KP Foss, Cr P Hodgkiss, Cr R Rajagopalan, Cr Strange, Cr J Verhoogt and Cr Waight

Against: Nil

Carried 7/0

Agenda Reference and Subject:

10.3.2 Homestead subdivision referral for comment from the Western Australian Planning Commission No 164131 for Lot 18610 Bruce Rock-Naremben Road

Reporting Officer:

Julian Goldacre, Environmental Health Officer

Author:

Julian Goldacre, Environmental Health Officer

Disclosure of Interest:

Nil

Attachments:

Item 10.3.2 Attachment A – WAPC 164131 Lot 18610 Bruce Rock-Naremben Road – Subdivision Plan
Item 10.3.2 Attachment B - Letter by Mr A Kalotay of RM Surveys for exemption and risk level request
Item 10.3.2 Attachment C - WAPC 164131 Lot 18610 Bruce Rock-Naremben Road – Subdivision Supporting Documents

Summary

Council advises the Western Australian Planning Commission (WAPC) regarding the Application No. 164131 for Lot 18610 Bruce Rock – Naremben Road Homestead Lot subdivision that Council has no specific comment to make. Notwithstanding this, Council does support the applicant’s (Mr Kalotay) view that there is not a requirement for a Fire Assessment and a Site-and-soil evaluation. Furthermore, an Advice Note is provided that the dwelling is serviced by a water supply drawn from the Water Corporation reticulated network.

Background

WAPC has provided a referral 164131 letter with attachments for a proposed Homestead Lot subdivision on Rural zoned land for consideration by the Local Government of Bruce Rock for comment.

Comment

This Homestead application referral 164131 is presented in Attachment C (the Referral). The proposed subdivision, as detailed in the Attachment A plan, is to create two Lots being Lot 402 (primary Lot) and Lot 401 (Homestead Lot) out of the existing Lot 18610. The Homestead Lot will retain the existing dwelling and sheds and be 1.2163 hectares in size, leaving a balance of 63.5334 hectares that will continue the Rural zone farming endeavours.

Study of the Referral does not reveal any clear and present concern or specific interest that would warrant a formal response of the Council of Bruce Rock to the WAPC for its consideration. Notwithstanding this, it was revealed that the notation in Attachment B that the existing dwelling is reliant on rainwater for water supply is false, and was confirmed by Mr G Negri (the Owner) on 7 November 2023. The dwelling has mains power supply, and has access to two roads. The dwelling is in suitable condition and has an operation onsite system for sewage disposal with no observed issues in operation.

The applicant (Mr A Kalotay of RM Surveys) has made two specific requests (Attachment B) to the WAPC regarding the Application, which would warrant Council support, as discussed further.

Exemption ‘Fire Assessment’: (see Attachment B) This is a discussion of the Fire Assessment pursuant to State Planning Policy 3.7 to supply a Bush Fire Attack Level (BAL). On observation of the current ‘Bush Fire Prone Areas 2021 (OBRM-019)’ and the proposed draft 2023 ‘AREA 2’ Bush Fire Prone’ locations, neither the current Lot 18610, and/or the proposed Homestead Lot is Bush Fire Prone listed. Notwithstanding this, Mr Kalotay proposes an exemption given the Homestead Lot subdivision outcome will not result in intensification of, or further development of existing land use, and will not result in increased occupancy, or bushfire risk and the land will remain for broadacre farming. The Planning Bulletin 111/2016 provides for a Fire Assessment exemption to be considered in certain cases. Therefore, given the empirical lack of Bush Fire Risk circumstances, this proposed exemption can be accepted.

‘Low Risk for need of a Site-and-soil evaluation’: (see Attachment B) This is a discussion of the Site-and-soil evaluation (SSE) requirement under The Government Sewerage Policy 2019. The SSE determines the appropriate site and size conditions for the apparatus for the treatment of sewerage (Apparatus) for new developments. This Officer can confirm that on advice of the Department of Planning, Lands, and Heritage (on a previous similar matter), that it was not the intent to require an SSE for an existing Apparatus. Despite this, any proposed new boundaries must ensure the statutory required apparatus setbacks are complied with for the existing onsite Apparatus for the treatment of sewage. Mr Kalotay’s discussion on this matter has sound merit, and it is not this Officer’s intention, based on the knowledge of the inspection of the existing Apparatus, to require an SSE. The Apparatus onsite for the dwelling the focus of the Homestead Lot is compliant and congruent with the new boundary setbacks. Consequently, no comment other than to support Mr Kalotay’s discussion is required.

Attachment C (page titled ‘Application for Approval of Freehold or Survey Strata Subdivisions’) reveals information that the existing dwelling and all outbuildings and structures will be retained. Furthermore, the current status quo of the land when split into two Lots will remain the same, with the exception that the Homestead Lot will become its own freehold entity. A single dwelling on a single Rural lot is a permitted development pursuant to the Shire of Bruce Rock Local Planning Scheme No. 3. Furthermore, whilst the Shire of Bruce Rock Planning Strategy 2009 does not support the fragmentation of Rural zoned land, the Referral seeks to create a Homestead Lot from the existing dwelling visible boundaries, which is unsuitable for farming activity given this is the dedicated dwelling footprint.

Consultation

Mr A Kalotay, Licensed Surveyor, RM Surveys,

Statutory Implications

Planning and Development Act 2005

Shire of Bruce Rock Local Planning Scheme No. 3

Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974

Policy Implications

Shire of Bruce Rock Planning Strategy 2009

State Planning Policy 3.7 - Planning in bushfire prone areas

The Government Sewerage Policy (2019)

Development control policy 3.4 - Subdivision of rural land

Risk Implications

Risk: Development proceeds outside the scope of the WAPC approval and conditions, if approved.		
Likelihood	Consequence	Rating
Unlikely	Moderate	Moderate
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Framework. The perceived level of risk is considered to be “Medium”, and will be managed by specific monitoring and response procedures.		

Financial Implications

Nil. This is a referral advice only for comment and does not incur a chargeable fee.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

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

Goal 4.3 Promote existing residential land and plan for future commercial and residential land developments to meet current and future needs.

Voting Requirements

Simple majority

OFFICER RECOMMENDATION COUNCIL DECISION

Resolution OCM Nov 23 – 10.3.2

Moved: Cr Strange

Seconded: Cr Waight

That Council resolve to inform the Western Australian Planning Commission that no comment from the Council for this proposed Homestead Lot subdivisions is deemed required, other than the following Council supportive comments for the applicant (Mr Kalotay) on the following matters:

- 1. That the exemption to a ‘Fire Assessment’ pursuant to State Planning Policy 3.7 is supported by Council, should one be required, as proposed by Mr Kalotay for the two Lots the subject of subdivision, as it will not result in intensification or further development of existing land use.**
- 2. That the ‘Low Risk for need of a Site-and-soil evaluation’, as proposed by Mr Kalotay, is supported by Council for not requiring a Site-and-soil evaluation (SSE) under The Government Sewerage Policy 2019 on the grounds that the apparatus for the treatment of sewerage is pre-existing, and that the proposed Lot boundaries do not affect the required setbacks for such an apparatus.**
- 3. Council provides the following Advice Note for the WAPC consideration as follows:**
 - a. The dwelling on Lot 18610 is serviced by a water supply drawn from the Water Corporation reticulated network, as confirmed by Mr Geoff Negri (the Owner) on the 7 November 2023.**

For: Cr Crooks, Cr KP Foss, Cr P Hodgkiss, Cr R Rajagopalan, Cr Strange, Cr J Verhoogt and Cr Waight

Against: Nil

Carried 7/0

10.4 Manager of Governance and Community Services

Agenda Reference and Subject:	
	10.4.1 Purchasing Policy
Reporting Officer:	Nerea Ugarte, Manager of Governance and Community Services
Author:	Nerea Ugarte, Manager of Governance and Community Services
Disclosure of Interest:	Nil
Attachments:	<i>Item 10.4.1 Attachment A – Purchasing Policy</i>

Summary

Council is being asked to approve minor changes to its Purchasing Policy to reflect that information on verbal and written quotations can be recorded either using the forms attached to the policy or the Shire’s Altus procurement software.

Background

Currently, the Purchasing Policy states that quotations for purchases up to \$39,999 (ex GST) must be recording using hard copy forms attached to the policy. However, in practice, the majority of quotations are recording using the Shire’s Altus procurement module.

Comment

Changes have been made to the Purchasing Policy to clarify that quotations can be recorded using the hard copy forms or the Altus procurement system.

Consultation

Darren Mollenoyux, Chief Executive Officer
David Holland, Manager of Works and Services

Statutory Implications

Part 4 of the Local Government (Functions and General) Regulations 1996 sets out the requirements for Local Governments’ procurement of goods and services.

Policy Implications

Nil

Risk Implications

Risk: That staff must use hard copy forms to record purchase quotations.		
Likelihood	Consequence	Rating
Rare	Insignificant	Low
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Framework. The perceived level of risk is considered to be “Low’.		

Financial Implications

Nil

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

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

Voting Requirements

Simple majority

OFFICER RECOMMENDATION COUNCIL DECISION

Resolution OCM Nov 23 – 10.4.1

Moved: Cr Crooks

Seconded: Cr Foss

That Council approve the revised Purchasing Policy, as attached.

For: Cr Crooks, Cr KP Foss, Cr P Hodgkiss, Cr R Rajagopalan, Cr Strange, Cr J Verhoogt and Cr Waight

Against: Nil

Carried 7/0

10.5 Chief Executive Officer**Agenda Reference and Subject:****10.5.1** Report on Election Held on 21 October 2023**Reporting Officer:**

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Nil

Attachments:*Nil***Summary**

This report is to brief elected members on the conduct of the election held on Saturday 21 October 2023 and to provide an overview of statistics that relate to the election.

Background

At the Ordinary Council Meeting held in February 2023, Council resolved to:

- declare, in accordance with Section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the 2023 Ordinary Elections, together with any other elections or polls that might be required; and
- determine, in accordance with Section 4.61(2) of the Local Government Act 1995, that the method of conducting the election would be as a Postal Election.

On 21 October 2023, the Shire of Bruce Rock held Local Government Elections for the District. There were three vacancies for a four-year term and one vacancy for a two-year term with six candidates.

Due to delays with electors receiving their ballot papers in the post, a significant number of residents did not receive their ballot papers until the week before the election. This led to an increase in the number of papers dropped to the Shire Office in the lead up to polling day.

On Election Day, the polling place was the Bruce Rock Emergency Services Building, Dunstall Street, Bruce Rock open from 8.00am to 6.00pm. A total of 25 votes were received on Election Day.

Comment

A total of three staff worked on election throughout various times between 7.30am and 10.30pm.

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

Whilst the voter turnout exceeded expectations, it was still felt that there could have been improved communication on the postal voting process delivered by the Electoral Commission to the public.

There were 13 returned envelopes rejected, due to the envelope not being signed or due to having had the authentication code torn off.

This year's election was conducted under the new preferential model. This new model created confusion during the election and then created lengthy delays in counting and announcing the results. Bruce Rock received the declared results at 10.00am on Sunday, whilst some Local Governments had to wait until Tuesday for results to be declared.

The conduct of this year's election by the WA Electoral Commission was not as smooth as previous elections, with issues with ballot papers being delayed and lack of understanding and training provided at a local level.

Consultation

Nil

Statutory Implications

Part 4 of the Local Government Act 1995 and the Local Government (Elections) Regulations 1997 specify the way Local Government elections are to be conducted.

Policy Implications

Nil

Financial Implications

The invoice for the election is yet to be received. However, a quote was received in April 2023 for \$12,000 and allocated in the 2023-2024 budget.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

Priority 4.1	Our organisation is well positioned and has capacity for the future
Priority 4.3	Proactive and well governed Shire

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION COUNCIL DECISION

Resolution OCM Nov 23 – 10.5.1

Moved: Cr Foss
Seconded: Cr Verhoogt

That Council receive the report of the Chief Executive Officer for the election held on 21 October 2023.

For: Cr Crooks, Cr KP Foss, Cr P Hodgkiss, Cr R Rajagopalan, Cr Strange, Cr J Verhoogt and Cr Waight
Against: Nil
Carried 7/0

Agenda Reference and Subject:

10.5.2 Adoption of Final Workforce Plan 2023-2027

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Nil

Attachments:

Item 10.5.2 Attachment A - Workforce Plan 2023- 2027

Summary

Council is asked to adopt the Workforce Plan 2023 -2027.

Background

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.

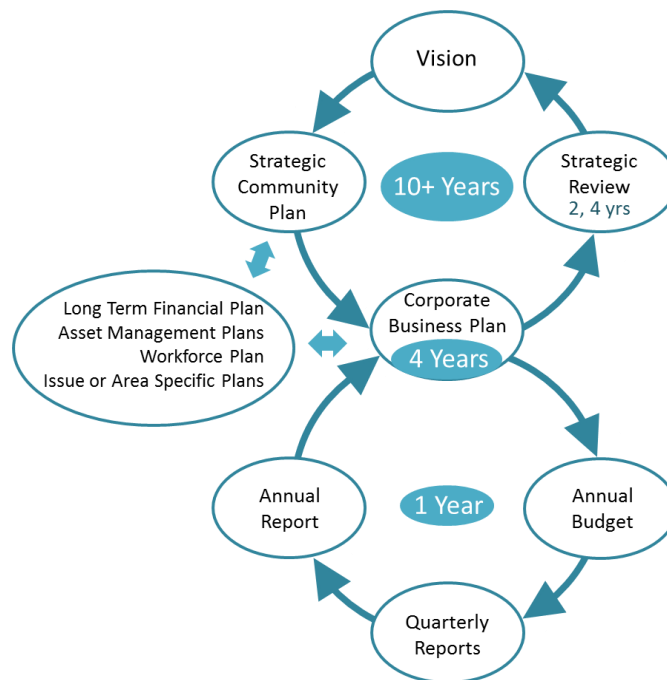


Diagram: Integrated Planning and Reporting Cycle
 Department of Local Government and Communities
 Integrated Planning and Reporting Framework and Guidelines, September 2016

The Workforce Plan must be reviewed at least once every four years, and a desktop review should be carried out every two years. This Workforce Plan updates the previous Plan (2018-2022) and is designed to assist in predicting future workforce requirements.

As with all Local Governments, the Shire of Bruce Rock (Shire) requires a diverse workforce that encompasses a wide range of occupations, requiring a broad range of skills to ensure that the Shire can deliver on its primary functions including:

- Infrastructure services (e.g. local roads, bridges, footpaths, drainage, waste collection and management).
- Provision and administration of community, cultural and recreation facilities.
- Community services.
- Building services.
- Planning and development approvals.

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.

To assist in the preparation of the Workforce Plan 2023-2027, Mrs Caroline Robinson of 150 Square was engaged to review, undertake in person meetings, and survey staff. The following engagement was undertaken by Mrs Robinson:

- Meeting with members of the Management Team to gauge an overall understanding of the organisation, workforce, culture, directions and strategies going forward. This was important considering a large number of staff turnover and particularly two Managers.
- Over the past two years, the Chief Executive Officer had conducted a comprehensive organisational review of each business unit and work area. The review findings were provided to Mrs Robinson to assist in developing the Workforce Plan.
- A survey was provided to all staff, with both electronic and hard copies made available. 25 out of 44 staff completed the survey.
- Mrs Robinson analysed all the feedback and developed the updated Workforce Plan, whilst ensuring it aligned with Council’s other Integrated Strategic Plans.
- The draft document was provided to the Chief Executive Officer and members of the Management Team, who undertook a review of the Draft Workforce Plan and provided some feedback, including allocation of the Actions set in the plan.
- This input was considered by Mrs Robinson and updates made to the Workforce Plan in readiness to present to Council for the October 2023 Council Meeting.

A copy of the latest version of the Workforce Plan 2023 – 2027 has been provided to Council as an attachment.

Comment

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 the Mrs Caroline Robinson, who has significant experience assisting regional Local Governments in Workforce and Strategic Planning.

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
-

The Chief Executive Officer is of the opinion that the outcomes and recommended actions of the Workforce Plan 2023-2027 meet the needs of the organisation and are deliverable by the management team.

Consultation

- Mrs Caroline Robinson (150 Square) undertook the preparation of the Workforce Plan 2023-2027
- All staff were provided with a survey to provide input into the new Workforce Plan.
- Over the past two years, the Chief Executive Officer had conducted an organisational review of each work area, and the findings were provided to Mrs Robinson to assist in developing the Workforce Plan.
- The Chief Executive Officer, the Executive Services Manager, the Manager of Finance and the Manager of Governance and Community Services reviewed the draft Workforce Plan and allocated Actions to relevant members of the Management Team

Statutory Implications

All Local Governments are required to produce a plan for the future under S5.56 (1) of the Local Government Act 1995.

The Local Government (Administration) Regulations 1996 provide a brief outline of the minimum requirements to meet this obligation, which includes the development of a strategic community plan and a corporate business plan.

The Workforce Plan is a legislative requirement and forms part of the informing strategies of Council’s Integrated Strategic Planning. The Workforce Plan is subsequently developed factoring in the information and direction set out in Council’s other plans, being the following:

- Strategic Community Plan
- Long-Term Financial Plan
- Asset Management Plan
- Forward Capital Works Plan
- Risk Management Plan

It is a legislative requirement to review the Workforce Plan every four years, with a desktop review every two years.

Policy Implications

Nil

Risk Implications

Risk: If Council does not adopt a reviewed Workforce Plan from 2023-2024, it would be non-compliant with the requirements of the Local Government Act.		
Likelihood	Consequence	Rating
Unlikely	Moderate	Moderate
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Framework. The perceived level of risk is considered to be “Medium”, and will be managed by specific monitoring and response procedures.		

Financial Implications

Indicative increases in wages and salaries identified in the Workforce Plan 2023-2027 will need to be budgeted for in successive years. These figures have been calculated from Council's Long-Term Financial Plan.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Community

Strategic Priority

- 1.1 Our Community are engaged and have a healthy lifestyle
- 1.2 Inclusive community activities, events and initiatives
- 1.3 Shire facilities are maintained in a strategic manner and meet community need
- 1.4 Support emergency management planning, response and recovery

Economic

Strategic Priority

- 2.2 Roads are a key economic driver across the Shire
- 2.3 Workers and their families can work and reside in the Shire

Governance

Strategic Priority

- 4.1 Our organisation is well position and has capacity for the future

Voting Requirements

Simple majority

OFFICER RECOMMENDATION COUNCIL DECISION

Resolution OCM Nov 23 – 10.5.2

Moved: Cr Waight
Seconded: Cr Verhoogt

That Council adopt the Shire of Bruce Rock's Workforce Plan 2023-2027, as presented.

For: Cr Crooks, Cr KP Foss, Cr P Hodgkiss, Cr R Rajagopalan, Cr Strange, Cr J Verhoogt and Cr Waight
Against: Nil
Carried 7/0

Agenda Reference and Subject:

10.5.3 Development Assessment Panels

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Nil

Attachments:

Nil

Summary

Council is required to make Local Government Nominations to the Development Assessment Panel (DAP) for the period from January 2024 to January 2026.

Background

Under Regulation 24 of the Planning and Development (Development Assessment Panels) Regulations 2011, each Local Government is required to nominate four elected members of Council, comprising of two local members and two alternative local members to sit on a local DAP, as required.

With the DAPs addressing development applications from \$3 million \$7 million, the likelihood of a Panel being required for Bruce Rock is unlikely.

The Director General of the Department of Planning, Lands and Heritage has written as follows:

As you are aware, representation of local interests is a key part of the Development Assessment Panel (DAP) system. In accordance with this premise, under Regulation 24 of the Planning and Development (Development Assessment Panels) Regulations 2011, Councils are required to nominate, as soon as possible following elections, four elected members to sit as DAP members.

In addition to the above, all existing local government DAP members are currently appointed for a term ending 26 January 2024. Prior to this expiry date, your local government is required to nominate four (4) DAP members for appointment by the Minister for Planning.

Given the upcoming local government elections on 21 October 2023, both requirements can be met by using the attached form and submitting it and a copy of the Council resolution, it via email to the DAP Secretariat at daps@dplh.wa.gov.au, no later than Friday 24 November 2023.

The WA Government has launched OnBoardWA as part of its commitment to increase the diversity and backgrounds of Government Boards and Committees along with the total number of women appointed. I encourage you to consider diversity of representation when putting forward your nominations in supporting this important commitment.

The WA Government is committed to continue implementing the Action Plan for Planning reform to ensure the planning system continues to deliver great outcomes and great places for Western Australians. Changes to the DAP system, identified as part of the reform initiatives, aim to provide a more robust DAP process that promotes consistency and transparency in decision-making.

Please note that the local government membership configuration on DAPs will not be affected by the reform initiatives.

Comment

All nominated members are required to attend training prior to sitting on a DAP. Nominated members are entitled to payment of sitting, training and State Administrative Tribunal attendance fees.

Previously, Council nominated the two local members being Cr Strange and Cr Crooks. Cr Foss and Cr Waye were nominated as alternatives.

Consultation

Nil

Statutory Implications

Regulation 24 of the Planning and Development (Development Assessment Panels) Regulations 2011

Policy Implications

Nil

Risk Implications

Risk: If Council does not nominate Councillors to the DAP, it would be in breach of the legislation. This would also impact any potential applications.		
Likelihood	Consequence	Rating
Likely	Major	High
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Framework. The perceived level of risk is considered to be “High”, 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

Strategic Priority

4.1 Our organisation is well position and has capacity for the future

Voting Requirements

Simple majority

Officer Recommendation

That Council nominate, for the next two years:

1. Cr _____ and Cr _____ to sit on the Local Development Assessment Panel; and
2. Cr _____ and Cr _____ as alternative members.

Council decision varied to Officer Recommendation to nominate Cr Rajagopalan and Cr Crooks to the Local Government Assessment Panel with Cr Foss and Cr Waight as alternative members.

OFFICER RECOMMENDATION COUNCIL DECISION

Resolution OCM Nov 23 – 10.5.3

Moved: Cr Verhoogt

Seconded: Cr Crooks

That Council nominate, for the next two years:

- 1. Cr Rajagopalan and Cr Crooks to sit on the Local Development Assessment Panel; and**
- 2. Cr Foss and Cr Waight as alternative members.**

For: Cr Crooks, Cr KP Foss, Cr P Hodgkiss, Cr R Rajagopalan, Cr Strange, Cr J Verhoogt and Cr Waight

Against: Nil

Carried 7/0

11. Regional Reports

Nil

12. New Business of an Urgent Nature Introduced by Discussion of the Meeting

Agenda Reference and Subject:

12.1.1 Elected Members Fees and Charges

Reporting Officer:

Manisha Barthakur, Manager of Finance

Author:

Manisha Barthakur, Manager of Finance

Disclosure of Interest:

Nil

Attachments:

Item 12.1.1 Attachment A – Elected Members Fees and Expenses Claim Form

Summary

Council is to consider Elected Members fees and allowances effective from November 2023.

Background

Council set fees and allowances for elected members in through the budget for the year 2023-24 and an amendment is requested, following the determination issued by the Salaries and Allowances Tribunal for Local Government Elected Council Members. The Tribunal has determined **Elected Member** attendance fees, and annual allowance ranges be increased by 1.5%, rounded to the nearest \$5.

Comment

Following the determination of the tribunal, only the sitting fees has an impact and therefore the sitting fees for council meetings and individual and prescribed committee are to be reconsidered.

Consultation

CEO and Manager of Finance

Statutory Implications

WA Salaries and Allowances Act 1975 determination of the Salaries and Wages Tribunal on Local Government Elected Members, pursuant to Section 7(B).

Local Government Act 1995 *Part 5 Administration, Division 8; Local government payments and gifts to its members* and Local Government (Administration) Regulations 1996 *Part 8 Local government payments and gifts to its members*.

Policy Implications

Nil

Financial Implications

Council has made budget provision in the 2023/24 budget for expenditure incurred for Member Payments.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

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

Voting Requirements

Absolute Majority

Officer Recommendation

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	\$510
Councillors	\$95

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	\$125
Councillors	\$50

OFFICER RECOMMENDATION COUNCIL DECISION

Resolution OCM Nov 23 – 12.1.1

Moved: Cr Waight
Seconded: Cr Verhoogt

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	\$510
Councillors	\$95

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	\$125
Councillors	\$50

For: Cr Crooks, Cr KP Foss, Cr P Hodgkiss, Cr R Rajagopalan, Cr Strange, Cr J Verhoogt and Cr Waight
Against: Nil

CARRIED BY ABSOLUTE MAJORITY 7/0

Agenda Reference and Subject:

12.1.2 Disposal of Batching Plant Equipment, Concrete Truck & Lease of Council Quarry on Bruce Rock – Doodlakine Road

Reporting Officer: Darren Mollenoyux, Chief Executive Officer

Author: Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest: Nil

Attachments: Nil

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Nov 23 – 12.1.2.1

Moved: Cr Strange

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:

“If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following –

c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and

d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and

e) a matter that if disclosed, would reveal –

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

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

For: Cr Crooks, Cr KP Foss, Cr P Hodgkiss, Cr R Rajagopalan, Cr Strange, Cr J Verhoogt and Cr Waight

Against: Nil

Carried 7/0

COUNCIL DECISION

Resolution OCM Nov 23 – 12.1.2.2

Moved: Cr Waight

Seconded: Cr Verhoogt

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

For: Cr Crooks, Cr KP Foss, Cr P Hodgkiss, Cr R Rajagopalan, Cr Strange, Cr J Verhoogt and Cr Waight

Against: Nil

Carried 7/0

Officer Recommendation

That Council;

1. Considers the Tender offer \$10,000 from WA Concrete for the outright purchase and removal of Council's batching plant equipment.
2. Considers the Tender offer \$30,000 from WA Concrete for the outright purchase of Council's concrete truck BK505.
3. If Council resolves to dispose of the batching plant equipment and concrete truck that it makes a budget variation to include income from disposal in the 2023/2024 financial year.
4. If Council resolves to dispose of its Batching Plant Equipment and Concrete Truck that it commences the process to lease its Quarry to WA Concrete for \$5,000 plus gst, per annum for three years, (plus initial legal and administrative costs), including the advertising requirements set out in the Local Government Act, Section 3.58 – Disposal of Property, Part 3.

Council decision varied to Officer Recommendation to not accept the Tender and to advertise more widely

COUNCIL DECISION

Resolution OCM Nov 23 – 12.1.2.3

Moved: Cr Strange

Seconded: Cr Crooks

That Council;

Does not accept any of the submitted Tenders submitted due to them not meeting the expected threshold, and Council readvertises the Tender of Council's batching plant equipment and Council's concrete truck BK505.

For: Cr Crooks, Cr KP Foss, Cr P Hodgkiss, Cr R Rajagopalan, Cr Strange, Cr J Verhoogt and Cr Waight

Against: Nil

Carried 7/0

13. Confidential Items

14. Closure of Meeting

The Shire President Ram Rajagopalan thanked everyone for their attendance and declared the meeting closed at 4.00pm.

These minutes were confirmed at a meeting on 14 December 2023.

Cr R Rajagopalan
Shire President
14 December 2023

List of Accounts November 2023				
Chq/EFT	Date	Name	Description	Amount
Municipal Account EFTs				
EFT22369	01/11/2023	LGIS WA	LGIS PROPERTY INSURANCE 2023-2024	\$ 148,647.16
EFT22370	01/11/2023	WEST AUSTRALIAN NEWSPAPERS LIMITED	NEWSPAPERS FOR WEEK ENDING 22/10/2023	\$ 144.10
EFT22371	03/11/2023	BIG DOG EQUIPMENT PTY LTD T/A WA REFUELLING	FUEL BOWSER REPAIR/UPGRADE	\$ 1,856.25
EFT22372	03/11/2023	BITUTEK PTY LTD (CONTRACTING)	ASPHALT BATH STREET	\$ 60,612.42
EFT22373	03/11/2023	BLACKWOODS	PROTECTIVE MASKS FOR BFB	\$ 3,176.16
EFT22374	03/11/2023	BOC LIMITED	GAS BOTTLE RENTAL OCTOBER 2023	\$ 111.59
EFT22375	03/11/2023	BROWNLEY'S PLUMBING & GAS	PLUMBING WORK AT SHIRE PROPERTIES	\$ 4,766.30
EFT22376	03/11/2023	BRUCE ROCK CAFE - LOVE THAT FOOD	CATERING FOR SUPERMARKET OPENING	\$ 4,610.00
EFT22377	03/11/2023	BRUCE ROCK DISTRICT CLUB	CATERING FOR SUPERMARKET OPENING	\$ 4,009.20
EFT22378	03/11/2023	BRUCE ROCK ENGINEERING	PUNCTURE REPAIR BK2391	\$ 217.50
EFT22379	03/11/2023	BUNNINGS MIDLAND W/H	RETRACTABLE CLOTHES LINE FOR STAFF HOUSE	\$ 364.55
EFT22380	03/11/2023	CODY EXPRESS TRANSPORT	FREIGHT CHARGES	\$ 181.37
EFT22381	03/11/2023	COLESTAN ELECTRICS	ELECTRICAL WORK AT SHIRE PROPERTY	\$ 10,325.65
EFT22382	03/11/2023	CONNELLY IMAGES	SIGN FOR AQUATIC CENTRE	\$ 71.50
EFT22383	03/11/2023	COPIER SUPPORT	PHOTOCOPIER METER READING	\$ 661.48
EFT22384	03/11/2023	CORPCLOUD PTY LTD	MED CENTRE IT SUPPORT	\$ 168.74
EFT22385	03/11/2023	DEPARTMENT OF FIRE AND EMERGENCY SERVICES (DFES)	EMERGENCY SERVICES LEVY ON SHIRE PROPERTIES 2023-24	\$ 6,368.89
EFT22386	03/11/2023	DIGGAWEST & EARTHPARTS WA	PARTS FOR BK660	\$ 1,115.84
EFT22387	03/11/2023	DRY KIRKNESS (AUDIT) PTY LTD	R2R ACQUITTAL REPORT 2023	\$ 1,650.00
EFT22388	03/11/2023	E & MJ ROSHER PTY LTD	PARTS FOR BK117	\$ 978.99
EFT22389	03/11/2023	ELDERS RURAL SERVICES AUSTRALIA LIMITED	CHEMICALS FOR AQUATIC CENTRE	\$ 2,588.85
EFT22390	03/11/2023	FULTON HOGAN	SUPPLY EZ STREET BULK BAGS	\$ 3,590.40
EFT22391	03/11/2023	GREAT SOUTHERN FUEL SUPPLIES	FUEL FOR OCTOBER 2023	\$ 834.06
EFT22392	03/11/2023	HYDRAPOWER ATTACHMENTS PTY LTD	PARTS FOR BK660	\$ 743.11
EFT22393	03/11/2023	JADE HEALEY - RATIMA	ENTERTAINMENT FOR SUPERMARKET OPENING	\$ 1,200.00
EFT22394	03/11/2023	JOSHUA J REINSMA	RATES REFUND	\$ 635.38
EFT22395	03/11/2023	JTB - JAPANESE TRUCK & BUS SPARES	PARTS FOR BK377	\$ 117.85
EFT22396	03/11/2023	LANDGATE- VALUATION	UV INTERIM VALUATION	\$ 91.60
EFT22397	03/11/2023	LIBERTY OIL RURAL PTY LTD	BULK DIESEL	\$ 40,312.00
EFT22398	03/11/2023	LUKERATIVE PLUMBING, GAS & MAINTENANCE	PLUMBING WORK AT SHIRE PROPERTIES	\$ 1,801.80
EFT22399	03/11/2023	MERREDIN GLAZING SERVICE	REPLACE REAR WINDSCREEN BK727	\$ 1,452.00
EFT22400	03/11/2023	MHG CONSTRUCTION PTY LTD T/A MATT GILBERT CARPENTRY & MAINTENANCE	REC CENTRE BBQ AREA UPGRADE	\$ 9,549.10
EFT22401	03/11/2023	NAPA	MATERIALS FOR WORKSHOP	\$ 38.78
EFT22402	03/11/2023	NB HARDWARE & AG SUPPLIES	CHEMICALS AND FERTILIZER FOR TOWNSITE GARDEN MAINTENANCE	\$ 222.90
EFT22403	03/11/2023	NEREA UGARTE	REIMBURSEMENT OF EXPENSES	\$ 150.00
EFT22404	03/11/2023	NORTHAM MAZDA	PURCHASE NEW VEHICLE BK09	\$ 55,840.55
EFT22405	03/11/2023	OFFICEWORKS BUSINESS DIRECT	STATIONERY ORDER	\$ 159.84
EFT22406	03/11/2023	OZWASHROOM	SOAP AND PAPER TOWEL DISPENSER FOR SUPERMARKET	\$ 174.87
EFT22407	03/11/2023	POWERHOUSE MIDLAND	PURCHASE OF SMALL PLANT	\$ 2,105.00
EFT22408	03/11/2023	PUMPS AUSTRALIA PTY LTD	PURCHASE OF SMALL PLANT	\$ 1,155.00
EFT22409	03/11/2023	ROYAL LIFE SAVING	WATCH AROUND WATER SUPPLIES	\$ 237.20
EFT22410	03/11/2023	SEEK LIMITED	VACANT POSITIONS ADVERTISING	\$ 693.00
EFT22411	03/11/2023	SHIRE OF CUNDERDIN	ANNUAL SUBSCRIPTION TO VELPIC TRAINING PLATFORM	\$ 426.00
EFT22412	03/11/2023	SIGMA CHEMICALS	PUMP REPLACEMENT	\$ 1,009.25
EFT22413	03/11/2023	SMITH, MICHELLE LEAH T/A MI FAMILIA FLAVOURS	CATERING FOR COUNCIL ELECTION	\$ 607.20
EFT22414	03/11/2023	STEWART & HEATON CLOTHING CO. PTY LTD	UNIFORMS FOR BUSHFIRE BRIGADES	\$ 2,694.19
EFT22415	03/11/2023	SYNERGY	ELECTRICITY USAGE AT SHIRE PROPERTIES	\$ 4,754.95
EFT22416	03/11/2023	TAMAN DIAMOND TOOL SOLUTIONS	PARTS FOR SMALL PLANT	\$ 352.00
EFT22417	03/11/2023	TRANSTRUCT	REPAIRS BK062, MATERIALS FOR BATH STREET FOOTPATH AND REFUSE SITE	\$ 944.08
EFT22418	03/11/2023	WESTERN POWER	ARDATH STREET LIGHT APPLICATION	\$ 1,320.00
EFT22419	03/11/2023	WHEATBELT COFFEE TIME	CATERING FOR SUPERMARKET OPENING	\$ 2,148.00
EFT22420	03/11/2023	WHEATBELT UNIFORMS, SIGNS & SAFETY	SIGNS FOR AQUATIC CENTRE	\$ 302.50
EFT22421	09/11/2023	AUSTRALIAN GOVERNMENT CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	\$ 223.35
EFT22422	09/11/2023	SHIRE OF BRUCE ROCK	PAYROLL DEDUCTIONS	\$ 710.00
EFT22423	01/11/2023	DEPARTMENT OF TRANSPORT (DOT CLEARING)	DOT CLEARING 30/10/2023 (EOM TRANSACTION)	\$ 1,472.90
EFT22424	01/11/2023	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN CAPITAL REPAYMENT & INTEREST	\$ 14,688.86
EFT22425	02/11/2023	DEPARTMENT OF TRANSPORT (DOT CLEARING)	DOT CLEARING 31/10/2023 (EOM TRANSACTION)	\$ 14,628.75
EFT22426	03/11/2023	WESTERN AUSTRALIAN TREASURY CORPORATION	SUPERMARKET LOAN CAPITAL REPAYMENT & INTEREST	\$ 80,455.92
EFT22427	07/11/2023	DEPARTMENT OF TRANSPORT DRIVER AND VEHICLE SERVICES (VI BAL OF REV EOM)	DOT VEHICLE INSPECTION BALANCE OF REVENUE OCTOBER 2023 (EOM TRANSACTION)	\$ 51.40
EFT22428	13/11/2023	COCA-COLA EUROPACIFICPARTNERS AUSTRALIA PTY LIMITED	TEMPORARY SUPERMARKET ORDER	\$ 930.13
EFT22429	13/11/2023	COLPET BROWNLEY	MANAGEMENT OF LANDFILL SITE FOR FNE 8/11/2023	\$ 2,021.04
EFT22430	13/11/2023	DEPARTMENT OF MINES AND PETROLEUM	BSL FOR OCTOBER 2023	\$ 1,098.76
EFT22431	13/11/2023	KATIE FUCHSBICHLER	RUBBISH COLLECTION FOR FNE 8/11/2023	\$ 2,500.00
EFT22432	13/11/2023	SHEREE LOWE	ENTERTAINMENT FOR SUPERMARKET OPENING	\$ 290.00
EFT22433	13/11/2023	SHIRE OF BRUCE ROCK - CREDIT CARD	CREDIT CARD FOR NOVEMBER 2023, HEALTHENGINE, CANVA, CARD FEE AND INTERNET	\$ 705.24
EFT22434	13/11/2023	SYNERGY	ELECTRICITY USAGE AT SHIRE PROPERTIES	\$ 18,178.86
EFT22435	13/11/2023	WA CONTRACT RANGER SERVICES	RANGER SERVICES	\$ 1,097.25
EFT22436	13/11/2023	WESTATE HOSE SUPPLIES	ACCESSORIES FOR BUSH FIRE BRIGADES	\$ 232.69

EFT22437	13/11/2023	WESTRAC PTY LTD	PARTS FOR BK510 AND BK511	\$ 3,641.44
EFT22438	14/11/2023	BUILDING AND CONSTRUCTION INDUSTRY TRAINING FUND	BCITF FOR OCTOBER 2023	\$ 1,329.08
EFT22439	17/11/2023	AFGRI EQUIPMENT AUSTRALIA	PARTS FOR SMALL PLANT	\$ 533.28
EFT22440	17/11/2023	ANKAME PTY LTD	MATERIALS FOR BUILDING MAINTENANCE	\$ 842.40
EFT22441	17/11/2023	AUSQ TRAINING	STAFF TRAINING - TRAFFIC MANAGEMENT AND TRAFFIC CONTROLLER	\$ 6,042.00
EFT22442	17/11/2023	AUSTRALIA POST	POSTAL CHARGES FOR THE MONTH OF OCTOBER 2023	\$ 200.37
EFT22443	17/11/2023	AVON WASTE	RECYCLING FOR THE MONTH OF OCTOBER 2023	\$ 5,225.63
EFT22444	17/11/2023	BADGELINK	COUNCIL NAME BADGES	\$ 56.00
EFT22445	17/11/2023	BLACKWOODS	PROTECTIVE MASK PARTS FOR BFB	\$ 793.64
EFT22446	17/11/2023	BOB WADDELL & ASSOCIATES PTY LTD	FINANCIAL CONSULTING	\$ 536.25
EFT22447	17/11/2023	BP MEDICAL	MEDICAL SUPPLIES FOR MED CENTRE	\$ 82.37
EFT22448	17/11/2023	BRUCE ROCK CAFE - LOVE THAT FOOD	CATERING FOR DFES TRAINING	\$ 280.00
EFT22449	17/11/2023	BRUCE ROCK DISTRICT CLUB	CATERING FOR BACK TO THE BUSH VETERANS REUNION	\$ 612.00
EFT22450	17/11/2023	BRUCE ROCK ENGINEERING	TYRES FOR BK602, BK6515 (BROOM), BK9120 AND PICTURE REPAIR BK472	\$ 2,527.68
EFT22451	17/11/2023	BUNNINGS MIDLAND W/H	MATERIALS FOR BUILDING MAINTENANCE	\$ 682.17
EFT22452	17/11/2023	BURGESS RAWSON PTY LTD	WATER USAGE AT LEASED PROPERTY	\$ 55.06
EFT22453	17/11/2023	CENTRAL REGIONAL TAFE	FORKLIFT COURSES FOR VARIOUS STAFF	\$ 635.76
EFT22454	17/11/2023	CLINICARE PHARMACY BRUCE ROCK	MEDICAL SUPPLIES	\$ 15.90
EFT22455	17/11/2023	CODY EXPRESS TRANSPORT	FREIGHT CHARGES	\$ 77.00
EFT22456	17/11/2023	CORPCLLOUD PTY LTD	MED CENTRE IT SUPPORT	\$ 518.64
EFT22457	17/11/2023	CORSIGN WA PTY LTD	ROAD SIGNS	\$ 671.00
EFT22458	17/11/2023	DX Print Group Pty Ltd	STATIONERY ORDER	\$ 396.00
EFT22459	17/11/2023	ELDERS RURAL SERVICES AUSTRALIA LIMITED	CHEMICALS FOR AQUATIC CENTRE	\$ 1,853.00
EFT22460	17/11/2023	ELEC TECH DIESEL SERVICES PTY LTD	SERVICE BK3	\$ 484.65
EFT22461	17/11/2023	FRONTLINE FIRE & RESCUE EQUIPMENT	PARTS FOR BK6674	\$ 1,486.38
EFT22462	17/11/2023	HERSEY'S SAFETY PTY LTD	MATERIALS FOR WORKSHOP	\$ 1,386.96
EFT22463	17/11/2023	KEEN BROS.(WA) PTY LTD	STAFF TRAINING - TRUCK LICENSES	\$ 890.00
EFT22464	17/11/2023	KELLERBERRIN CRC PIPELINE NEWSLETTER	ADVERTISING	\$ 46.00
EFT22465	17/11/2023	LIBERTY OIL RURAL PTY LTD	TRANSMISSION OIL	\$ 198.23
EFT22466	17/11/2023	MERREDIN TELEPHONE SERVICES	SECURITY MONITORING	\$ 70.40
EFT22467	17/11/2023	MINERAL CRUSHING SERVICES (WA) PTY LTD	STONE FOR ROAD PATCHING AND BATCHING PLANT	\$ 4,594.59
EFT22468	17/11/2023	NB HARDWARE & AG SUPPLIES	MATERIALS FOR GARDEN MAINTENANCE	\$ 161.65
EFT22469	17/11/2023	NEREA UGARTE	REIMBURSEMENT OF EXPENSES	\$ 58.70
EFT22470	17/11/2023	NUTRIEN AG SOLUTIONS	CHEMICAL FOR OVAL MAINTENANCE	\$ 487.08
EFT22471	17/11/2023	OFFICE OF REGIONAL ARCHITECTURE	SUPERMARKET ARCHITECTURAL SERVICES	\$ 3,068.00
EFT22472	17/11/2023	OLD MATE TO THE RESCUE	PROVIDE YARD CLEANUP SERVICES TO BE RECOUPED	\$ 566.20
EFT22473	17/11/2023	PORTER EQUIPMENT AUSTRALIA PTY LTD	PURCHASE OF FRONT END LOADER	\$ 266,860.00
EFT22474	17/11/2023	PUBLIC LIBRARIES WESTERN AUSTRALIA INC	LIBRARY MEMBERSHIP RENEWAL	\$ 150.00
EFT22475	17/11/2023	RAMESH RAJAGOPALAN	ELECTED MEMBERS FEES AND EXPENSES CLAIM FOR SEPTEMBER AND OCTOBER 2023	\$ 10,868.66
EFT22476	17/11/2023	REPCO	PARTS FOR BK08	\$ 141.75
EFT22477	17/11/2023	RESONLINE PTY LTD	ONLINE CARAVAN PARK BOOKING FOR OCTOBER 2023	\$ 220.00
EFT22478	17/11/2023	SAMANTHA ELIZABETH AURISCH	REIMBURSEMENT OF EXPENSES	\$ 38.98
EFT22479	17/11/2023	SHIRE OF KELLERBERRIN	CONTRACT STREET SWEEPING	\$ 6,567.50
EFT22480	17/11/2023	SHRED-X PTY LTD	SECURE DESTRUCTION BIN MONTHLY RENTAL	\$ 13.00
EFT22481	17/11/2023	SJ MUSIC T/A SOPHIE JANE	ENTERTAINMENT FOR BACK TO THE BUSH VETERANS REUNION	\$ 4,400.00
EFT22482	17/11/2023	SMITH, MICHELLE LEAH T/A MI FAMILIA FLAVOURS	CATERING FOR SUPERMARKET OPENING	\$ 2,780.00
EFT22483	17/11/2023	SYNERGY	ELECTRICITY USAGE AT SHIRE PROPERTIES	\$ 8,685.83
EFT22484	17/11/2023	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES	\$ 1,275.55
EFT22485	17/11/2023	TELSTRA	TELEPHONE USAGE CHARGES	\$ 291.08
EFT22486	17/11/2023	THE FENCE POST	ADVERTISEMENT FOR VACANT POSITIONS	\$ 385.00
EFT22487	17/11/2023	THE TRUSTEE FOR THE SHACKLETON BULK HAULAGE TRUST T/A SHACKLETON BULK HAULAGE	SUPPLY AND DELIVER SAND, METAL AND DUST	\$ 7,580.27
EFT22488	17/11/2023	THE WINDMILL NEWSPAPER	ADVERTISEMENT	\$ 50.00
EFT22489	17/11/2023	TOOL KIT DEPOT	MATERIALS FOR WORKSHOP	\$ 153.50
EFT22490	17/11/2023	WA CONTRACT RANGER SERVICES	RANGER SERVICES	\$ 783.75
EFT22491	17/11/2023	WA DISTRIBUTORS PTY LTD T/AS ALLWAYS FOODS	CLEANING PRODUCTS	\$ 1,692.50
EFT22492	17/11/2023	WALLIS COMPUTER SOLUTIONS	IT SUPPORT FOR SUPERMARKET	\$ 44.00
EFT22493	17/11/2023	WESTRAC PTY LTD	PARTS FOR BK511 AND BK409	\$ 2,049.62
EFT22494	17/11/2023	WIRTGEN AUSTRALIA	PARTS FOR BK011	\$ 57.10
EFT22495	21/11/2023	AUSTRALIAN TAXATION OFFICE	BAS FOR OCTOBER 2023	\$ 12,212.00
EFT22496	23/11/2023	AUSTRALIAN GOVERNMENT CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	\$ 223.35
EFT22497	23/11/2023	SHIRE OF BRUCE ROCK	PAYROLL DEDUCTIONS	\$ 710.00
EFT22498	23/11/2023	BROCKMAN WILLIAM WILLIAMS	REIMBURSEMENT OF EXPENSES	\$ 42.58
EFT22499	23/11/2023	COLPET BROWNLEY	MANAGEMENT OF LANDFILL SITE FOR FNE 22/11/2023	\$ 2,021.04
EFT22500	23/11/2023	KATIE FUCHSBICHLER	RUBBISH COLLECTION FOR FNE 22/11/2023	\$ 3,269.23
EFT22501	23/11/2023	LANE INDUSTRIES (AUSTRALIA) PTY LTD	SUPPLY AND INSTALL FURNITURE FOR BRUCE ROCK SUPERMARKET	\$ 26,200.68
EFT22502	23/11/2023	MERREDIN REFRIGERATION & AIR CONDITIONING	SUPPLY AND INSTALL AC UNITS AT YOUNG SINGLES UNITS	\$ 6,800.00
EFT22503	23/11/2023	SHACKLETON PROGRESS ASSOCIATION	SHACKLETON PLAYGROUND ENHANCEMENTS (COMMUNITY BUDGET REQUEST)	\$ 2,000.00
Total EFTs				\$ 937,246.78

Municipal Account Cheques				
141	03/11/2023	DEPARTMENT OF TRANSPORT	VEHICLE REGISTRATION RENEWAL	\$ 168.00
142	03/11/2023	WATER CORPORATION	WATER USAGE AT SHIRE PROPERTY	\$ 55.70
143	17/11/2023	ELGAS LTD	GAS USAGE AT SHIRE PROPERTY	\$ 96.80
144	17/11/2023	WATER CORPORATION	WATER USAGE AT SHIRE PROPERTY	\$ 347.60
Total Cheques				\$ 668.10
Wages and Salaries				
	08/11/2023	PAYROLL DIRECT DEBIT OF NET PAYS	PAYROLL FORTNIGHT ENDING 08/11/2023	\$ 77,904.39
	22/11/2023	PAYROLL DIRECT DEBIT OF NET PAYS	PAYROLL FORTNIGHT ENDING 22/11/2023	\$ 77,206.92
Total Wages and Salaries				\$ 155,111.31
Municipal Account Direct Debit				
DD9446.1	08/11/2023	AWARE SUPER PTY LTD	PAYROLL DEDUCTIONS	\$ 8,675.73
DD9446.2	08/11/2023	MERCER SMARTSUPER	SUPERANNUATION CONTRIBUTIONS	\$ 112.48
DD9446.3	08/11/2023	THE TRUSTEE FOR AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	\$ 270.10
DD9446.4	08/11/2023	MLC MASTERKEY-PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 85.90
DD9446.5	08/11/2023	MACQUARIE SUPER MANAGER II	SUPERANNUATION CONTRIBUTIONS	\$ 185.35
DD9446.6	08/11/2023	PANORAMA SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 848.07
DD9446.7	08/11/2023	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 2,904.80
DD9446.8	08/11/2023	HOST PLUS SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 609.07
DD9446.9	08/11/2023	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 526.35
DD9494.1	22/11/2023	AWARE SUPER PTY LTD	PAYROLL DEDUCTIONS	\$ 8,502.21
DD9494.2	22/11/2023	MERCER SMARTSUPER	SUPERANNUATION CONTRIBUTIONS	\$ 104.92
DD9494.3	22/11/2023	THE TRUSTEE FOR AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	\$ 270.10
DD9494.4	22/11/2023	PANORAMA SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 922.47
DD9494.5	22/11/2023	MACQUARIE SUPER MANAGER II	SUPERANNUATION CONTRIBUTIONS	\$ 163.25
DD9494.6	22/11/2023	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 3,100.18
DD9494.7	22/11/2023	HOST PLUS SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 609.07
DD9494.8	22/11/2023	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 527.29
DD9494.9	22/11/2023	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	\$ 269.95
DD9446.10	08/11/2023	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	\$ 269.95
DD9446.11	08/11/2023	BENDIGO SMART SAVER SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 400.97
DD9446.12	08/11/2023	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 268.76
DD9494.10	22/11/2023	BENDIGO SMART SAVER SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 369.98
DD9494.11	22/11/2023	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 270.34
Total Direct Debits				\$ 30,267.29
Credit Card Payments				
EFT22433	13/11/2023	HEALTHENGINE	HEALTH ENGINE APP, SMS RECALLS & NEW PATIENTS	\$ 176.00
		CANVA	SUBSCRIPTION FOR DESIGN APP	\$ 164.99
		BENDIGO BANK	CARD FEE	\$ 4.00
		ACTIVE8ME	INTERNET FOR OCTOBER/NOVEMBER	\$ 45.40
		WESTNET	INTERNET FOR NOVEMBER	\$ 104.95
			INTERNET FOR NOVEMBER	\$ 99.95
			INTERNET FOR NOVEMBER	\$ 109.95
Total Credit Card Payments				\$ 705.24
Total Municipal Account EFT Payments				\$ 937,246.78
Total Municipal Account Cheque Payments				\$ 668.10
Total Trust Account EFT Payments				\$ -
Total Trust Account Cheque Payments				\$ -
Total Wages				\$ 185,378.60
Total				\$ 1,123,293.48



SHIRE OF BRUCE ROCK FUEL CARD PAYMENTS NOVEMBER 2023

Card- 70501560883376410 DOCTOR'S CAR

Date	Description	Location	Qty	Unit Price	Total
03/11/2023	UNLEADED PETROL 91	BRUCE ROCK OPT	47.05	1.9790	93.11
10/11/2023	UNLEADED PETROL 91	BRUCE ROCK OPT	57.92	1.9590	113.47
23/11/2023	UNLEADED PETROL 91	BRUCE ROCK OPT	54.54	1.9590	106.84
TOTALS FOR THIS CARD			159.51		313.42

CARD: 70501653242845777 BULK UNLEADED FOR DEPOT

05/11/2023	UNLEADED PETROL 91	BRUCE ROCK OPT	55.33	1.9790	109.50
14/11/2023	UNLEADED PETROL 91	BRUCE ROCK OPT	60.00	1.9590	117.54
23/11/2023	UNLEADED PETROL 91	BRUCE ROCK OPT	45.94	1.9590	90.00
TOTALS FOR THIS CARD			161.27		317.04
CARD TOTALS					630.46

SHIRE OF BRUCE ROCK CREDIT CARD PAYMENTS NOVEMBER 2023

Date	Name	Description	Amount
03/11/2023	WESTNET	INTERNET FOR NOVEMBER	314.85
15/11/2023	HEALTHENGINE	HEALTHENGINE FOR NOVEMBER/DECEMBER	176.00
22/11/2023	PADDLE.NET	WHITE CARD FOR OUTSIDE STAFF	45.80
22/11/2023	BENDIGO BANK	TRANSACTION FEE	1.37
22/11/2023	PADDLE.NET	WHITE CARD FOR OUTSIDE STAFF	45.80
22/11/2023	BENDIGO BANK	TRANSACTION FEE	1.37
29/11/2023	BENDIGO BANK	CARD FEE	4.00
TOTAL			589.19



Auditor General

INDEPENDENT AUDITOR'S REPORT 2023 Shire of Bruce Rock

To the Council of the Shire of Bruce Rock

Opinion

I have audited the financial report of the Shire of Bruce Rock (Shire) which comprises:

- the Statement of Financial Position as at 30 June 2023, and the Statement of Comprehensive Income, Statement of Changes in Equity, Statement of Cash Flows and Statement of Financial Activity for the year then ended
- Notes comprising a summary of significant accounting policies and other explanatory information.

In my opinion, the financial report is:

- based on proper accounts and records
- presents fairly, in all material respects, the results of the operations of the Shire for the year ended 30 June 2023 and its financial position at the end of that period
- in accordance with the *Local Government Act 1995* (the Act) and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards.

Basis for opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial report section below.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Other information

The Chief Executive Officer (CEO) is responsible for the preparation and the Council for overseeing the other information. The other information is the information in the entity's annual report for the year ended 30 June 2023, but not the financial report and my auditor's report.

My opinion on the financial report does not cover the other information and accordingly, I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report, or my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact. I did not receive the other information prior to the date of this auditor's report. When I do receive it, I will read it and if I conclude that there is a material misstatement in this information, I am required to communicate the matter to the CEO and Council and request them to correct the misstated information. If the misstated information is not corrected, I may need to retract this auditor's report and re-issue an amended report.

Responsibilities of the Chief Executive Officer and Council for the financial report

The Chief Executive Officer (CEO) of the Shire is responsible for:

- keeping proper accounts and records
- preparation and fair presentation of the financial report in accordance with the requirements of the Act and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards
- managing internal control as required by the CEO to ensure the financial report is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the CEO is responsible for:

- assessing the Shire's ability to continue as a going concern
- disclosing, as applicable, matters related to going concern
- using the going concern basis of accounting unless the State Government has made decisions affecting the continued existence of the Shire.

The Council is responsible for overseeing the Shire's financial reporting process.

Auditor's responsibilities for the audit of the financial report

As required by the *Auditor General Act 2006*, my responsibility is to express an opinion on the financial report. The objectives of my audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control.

A further description of my responsibilities for the audit of the financial report is located on the Auditing and Assurance Standards Board website. This description forms part of my auditor's report and can be found at https://www.auasb.gov.au/auditors_responsibilities/ar4.pdf.

My independence and quality management relating to the report on the financial report

I have complied with the independence requirements of the *Auditor General Act 2006* and the relevant ethical requirements relating to assurance engagements. In accordance with ASQM 1 *Quality Management for Firms that Perform Audits or Reviews of Financial Reports and Other Financial Information, or Other Assurance or Related Services Engagements*, the Office of the Auditor General maintains a comprehensive system of quality management including documented policies and procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

Matters relating to the electronic publication of the audited financial report

This auditor's report relates to the financial report of the Shire of Bruce Rock for the year ended 30 June 2023 included in the annual report on the Shire's website. The Shire's management is responsible for the integrity of the Shire's website. This audit does not provide assurance on the integrity of the Shire's website. The auditor's report refers only to the financial report. It does not provide an opinion on any other information which may have been hyperlinked to/from the annual report. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to contact the Shire to confirm the information contained in the website version.

Mark Ambrose
Senior Director Financial Audit
Delegate of the Auditor General for Western Australia
Perth, Western Australia
7 December 2023

SHIRE OF BRUCE ROCK
FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023

TABLE OF CONTENTS

Statement by Chief Executive Officer	2
Statement of Comprehensive Income	3
Statement of Financial Position	4
Statement of Changes in Equity	5
Statement of Cash Flows	6
Statement of Financial Activity	7
Index of Notes to the Financial Report	8
Independent Auditor's Report	42

The Shire of Bruce Rock conducts the operations of a local government with the following community vision:

The Shire of Bruce Rock "Leads the Way" by maintaining and enhancing the lifestyles, and increasing business and employment opportunities in an environmentally sustainable way.

Principal place of business:
54 Johnson St
Bruce Rock

**SHIRE OF BRUCE ROCK
FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

*Local Government Act 1995
Local Government (Financial Management) Regulations 1996*

STATEMENT BY CEO

The accompanying financial report of the Shire of Bruce Rock has been prepared in compliance with the provisions of the *Local Government Act 1995* from proper accounts and records to present fairly the financial transactions for the reporting period ended 30 June 2023 and the financial position as at 30 June 2023.

At the date of signing this statement the particulars included in the financial report are not misleading or inaccurate.

Signed on the 6 day of 12 2023



Chief Executive Officer

Darren Mollenoyux

Name of Chief Executive Officer



SHIRE OF BRUCE ROCK
STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2023

	NOTE	2023 Actual	2023 Budget	2022 Actual
		\$	\$	\$
Revenue				
Rates	2(a),24	1,710,844	1,712,044	1,634,738
Grants, subsidies and contributions	2(a)	4,317,536	1,313,529	3,977,691
Fees and charges	2(a)	2,243,546	2,208,985	2,155,306
Interest revenue	2(a)	88,637	40,701	23,131
Other revenue	2(a)	39,232	63,000	36,887
		8,399,795	5,338,259	7,827,753
Expenses				
Employee costs	2(b)	(2,846,591)	(2,812,257)	(2,625,349)
Materials and contracts		(2,714,620)	(3,207,053)	(2,985,301)
Utility charges		(293,020)	(271,215)	(283,660)
Depreciation		(3,555,904)	(3,425,700)	(3,433,872)
Finance costs	2(b)	(23,521)	(47,882)	(5,840)
Insurance		(251,913)	(226,665)	(209,671)
Other expenditure	2(b)	(332,230)	(148,124)	(149,195)
		(10,017,799)	(10,138,896)	(9,692,888)
		(1,618,004)	(4,800,637)	(1,865,135)
Capital grants, subsidies and contributions	2(a)	3,024,583	4,301,297	2,660,294
Profit on asset disposals		14,027	8,500	38,105
Loss on asset disposals		(68,066)	(100,500)	(165,190)
Fair value adjustments to financial assets at fair value through profit or loss	4(b)	3,686	0	3,997
		2,974,230	4,209,297	2,537,206
Net result for the period	23(b)	1,356,226	(591,340)	672,071
Other comprehensive income for the period				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Nil				
Total other comprehensive income for the period	16	0	0	0
Total comprehensive income for the period		1,356,226	(591,340)	672,071

This statement is to be read in conjunction with the accompanying notes.



**SHIRE OF BRUCE ROCK
STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2023**

	NOTE	2023	2022
		\$	\$
CURRENT ASSETS			
Cash and cash equivalents	3	5,701,071	2,350,273
Trade and other receivables	5	197,893	496,940
Other financial assets	4(a)	843,728	3,663,783
Inventories	6	117,285	110,382
Other assets	7	628,546	141,783
TOTAL CURRENT ASSETS		7,488,523	6,763,161
NON-CURRENT ASSETS			
Trade and other receivables	5	23,625	18,253
Other financial assets	4(b)	81,490	77,804
Property, plant and equipment	8	35,010,091	33,000,332
Infrastructure	9	54,333,095	55,498,859
Right-of-use assets	11(a)	9,510	13,787
TOTAL NON-CURRENT ASSETS		89,457,811	88,609,035
TOTAL ASSETS		96,946,334	95,372,196
CURRENT LIABILITIES			
Trade and other payables	12	319,771	930,750
Other liabilities	13	78,911	1,251,597
Lease liabilities	11(b)	2,915	3,014
Borrowings	14	92,870	26,185
Employee related provisions	15	371,811	431,533
TOTAL CURRENT LIABILITIES		866,278	2,643,079
NON-CURRENT LIABILITIES			
Lease liabilities	11(b)	8,571	11,486
Borrowings	14	2,201,726	194,596
Employee related provisions	15	52,080	61,582
TOTAL NON-CURRENT LIABILITIES		2,262,377	267,664
TOTAL LIABILITIES		3,128,655	2,910,743
NET ASSETS		93,817,679	92,461,453
EQUITY			
Retained surplus		29,228,871	27,052,587
Reserve accounts	27	843,727	1,663,785
Revaluation surplus	3	63,745,081	63,745,081
TOTAL EQUITY		93,817,679	92,461,453

This statement is to be read in conjunction with the accompanying notes.



**SHIRE OF BRUCE ROCK
STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2023**

	NOTE	RETAINED SURPLUS \$	RESERVE ACCOUNTS \$	REVALUATION SURPLUS \$	TOTAL EQUITY \$
Balance as at 1 July 2021		26,435,977	1,608,324	63,745,081	91,789,382
Comprehensive income for the period					
Net result for the period		672,071	0	0	672,071
Total comprehensive income for the period		672,071	0	0	672,071
Transfers from reserve accounts	27	11,211	(11,211)	0	0
Transfers to reserve accounts	27	(66,674)	66,674	0	0
Balance as at 30 June 2022		27,052,587	1,663,785	63,745,081	92,461,453
Comprehensive income for the period					
Net result for the period		1,356,226	0	0	1,356,226
Total comprehensive income for the period		1,356,226	0	0	1,356,226
Transfers from reserve accounts	27	1,494,202	(1,494,202)	0	0
Transfers to reserve accounts	27	(674,146)	674,146	0	0
Balance as at 30 June 2023		29,228,871	843,727	63,745,081	93,817,679

This statement is to be read in conjunction with the accompanying notes.



**SHIRE OF BRUCE ROCK
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2023**

	NOTE	2023 Actual \$	2022 Actual \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts			
Rates		1,696,420	1,651,736
Grants, subsidies and contributions		4,646,734	4,409,620
Fees and charges		2,225,838	2,180,088
Interest revenue		88,637	23,131
Goods and services tax received		615,085	0
Other revenue		39,232	36,887
		9,311,946	8,301,462
Payments			
Employee costs		(2,905,629)	(2,614,319)
Materials and contracts		(3,825,024)	(2,598,141)
Utility charges		(293,020)	(283,660)
Finance costs		(23,521)	(5,840)
Insurance paid		(251,913)	(209,671)
Goods and services tax paid		(603,896)	12,276
Other expenditure		(351,237)	(149,195)
		(8,254,240)	(5,848,550)
Net cash provided by (used in) operating activities	16(b)	1,057,706	2,452,912
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments for purchase of property, plant & equipment	8(a)	(3,186,820)	(1,466,221)
Payments for construction of infrastructure	9(a)	(1,547,872)	(2,539,618)
Capital grants, subsidies and contributions		1,851,897	2,660,294
Proceeds for financial assets at amortised cost		2,820,055	(2,055,461)
Proceeds from sale of property, plant & equipment		285,031	333,066
Net cash provided by (used in) investing activities		222,291	(3,067,940)
CASH FLOWS FROM FINANCING ACTIVITIES			
Repayment of borrowings	26(a)	(26,185)	(25,799)
Payments for principal portion of lease liabilities	26(d)	(3,014)	(3,892)
Proceeds from new borrowings	26(a)	2,100,000	0
Net cash provided by (used in) financing activities		2,070,801	(29,691)
Net increase (decrease) in cash held		3,350,798	(644,719)
Cash at beginning of year		2,350,273	2,994,992
Cash and cash equivalents at the end of the year	16(a)	5,701,071	2,350,273

This statement is to be read in conjunction with the accompanying notes.

**SHIRE OF BRUCE ROCK
STATEMENT OF FINANCIAL ACTIVITY
FOR THE YEAR ENDED 30 JUNE 2023**

	NOTE	2023 Actual \$	2023 Budget \$	2022 Actual \$
OPERATING ACTIVITIES				
Revenue from operating activities				
General rates	24	1,694,053	1,695,253	1,618,670
Rates excluding general rates	24	16,791	16,791	16,068
Grants, subsidies and contributions		4,317,536	1,313,529	3,977,691
Fees and charges		2,243,546	2,208,985	2,155,306
Interest revenue		88,637	40,701	23,131
Other revenue		39,232	63,000	36,887
Profit on asset disposals		14,027	8,500	38,105
Fair value adjustments to financial assets at fair value through profit or loss	4(b)	3,686	0	3,997
		8,417,508	5,346,759	7,869,855
Expenditure from operating activities				
Employee costs		(2,846,591)	(2,812,257)	(2,625,349)
Materials and contracts		(2,714,620)	(3,207,053)	(2,985,301)
Utility charges		(293,020)	(271,215)	(283,660)
Depreciation		(3,555,904)	(3,425,700)	(3,433,872)
Finance costs		(23,521)	(47,882)	(5,840)
Insurance		(251,913)	(226,665)	(209,671)
Other expenditure		(332,230)	(148,124)	(149,195)
Loss on asset disposals		(68,066)	(100,500)	(165,190)
		(10,085,865)	(10,239,396)	(9,858,078)
Non-cash amounts excluded from operating activities	25(a)	3,595,462	3,517,700	3,568,955
Amount attributable to operating activities		1,927,105	(1,374,937)	1,580,732
INVESTING ACTIVITIES				
Inflows from investing activities				
Capital grants, subsidies and contributions		3,024,583	4,301,297	2,660,294
Proceeds from disposal of assets		285,031	270,000	333,066
		3,309,614	4,571,297	2,993,360
Outflows from investing activities				
Purchase of property, plant and equipment	8(a)	(3,186,820)	(6,496,314)	(1,466,221)
Purchase and construction of infrastructure	9(a)	(1,547,872)	(2,218,695)	(2,539,618)
		(4,734,692)	(8,715,009)	(4,005,839)
Amount attributable to investing activities		(1,425,078)	(4,143,712)	(1,012,479)
FINANCING ACTIVITIES				
Inflows from financing activities				
Proceeds from borrowings	26(a)	2,100,000	2,100,000	0
Transfers from reserve accounts	27	1,494,202	954,846	11,211
		3,594,202	3,054,846	11,211
Outflows from financing activities				
Repayment of borrowings	26(a)	(26,185)	(60,159)	(25,799)
Payments for principal portion of lease liabilities	26(d)	(3,014)	(5,637)	(3,892)
Transfers to reserve accounts	27	(674,146)	(95,401)	(66,674)
		(703,345)	(161,197)	(96,365)
Amount attributable to financing activities		2,890,857	2,893,649	(85,154)
MOVEMENT IN SURPLUS OR DEFICIT				
Surplus or deficit at the start of the financial year	25(b)	2,603,212	2,625,000	2,120,113
Amount attributable to operating activities		1,927,105	(1,374,937)	1,580,732
Amount attributable to investing activities		(1,425,078)	(4,143,712)	(1,012,479)
Amount attributable to financing activities		2,890,857	2,893,649	(85,154)
Surplus or deficit after imposition of general rates	25(b)	5,996,096	0	2,603,212

This statement is to be read in conjunction with the accompanying notes.

**SHIRE OF BRUCE ROCK
FOR THE YEAR ENDED 30 JUNE 2023
INDEX OF NOTES TO THE FINANCIAL REPORT**

Note 1	Basis of Preparation	9
Note 2	Revenue and Expenses	10
Note 3	Cash and Cash Equivalents	12
Note 4	Other Financial Assets	12
Note 5	Trade and Other Receivables	13
Note 6	Inventories	14
Note 7	Other Assets	15
Note 8	Property, Plant and Equipment	16
Note 9	Infrastructure	18
Note 10	Fixed Assets	20
Note 11	Leases	22
Note 12	Trade and Other Payables	24
Note 13	Other Liabilities	25
Note 14	Borrowings	26
Note 15	Employee Related Provisions	27
Note 16	Revaluation Surplus	28
Note 17	Notes to Statement of Cashflow	29
Note 18	Undrawn Borrowing Facilities and Credit Standby Arrangements	29
Note 19	Contingent Liabilities	30
Note 20	Capital Commitments	30
Note 21	Related Party Transactions	31
Note 22	Events Occurring After the End of the Reporting Period	33
Note 23	Other Significant Accounting Policies	34
Information required by legislation		
Note 24	Rating Information	35
Note 25	Determination of Surplus or Deficit	36
Note 26	Borrowing and Lease Liabilities	37
Note 27	Reserve accounts	39
Note 28	Trust Funds	40

**SHIRE OF BRUCE ROCK
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

1. BASIS OF PREPARATION

The financial report of the Shire of Bruce Rock which is a class 4 local government comprises general purpose financial statements which have been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996* prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied except for disclosure requirements of:

- AASB 7 Financial Instruments Disclosures
- AASB 16 Leases paragraph 58
- AASB 101 Presentation of Financial Statements paragraph 61
- AASB 107 Statement of Cash Flows paragraphs 43 and 45
- AASB 116 Property, Plant and Equipment paragraph 79
- AASB 137 Provisions, Contingent Liabilities and Contingent Assets paragraph 85
- AASB 140 Investment Property paragraph 75(f)
- AASB 1052 Disaggregated Disclosures paragraph 11
- AASB 1054 Australian Additional Disclosures paragraph 16

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has 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 Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 28 of the financial report.

Judgements and 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.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, and infrastructure.
- estimation uncertainties made in relation to lease accounting

Initial application of accounting standards

During the current year, the following new or revised Australian Accounting Standards and Interpretations were applied for the first time.

- AASB 2020-3 Amendments to Australian Accounting Standards - Annual Improvements 2018-2020 and Other Amendments
- AASB 2020-6 Amendments to Australian Accounting Standards – Classification of Liabilities as Current or Non-current – Deferral of Effective Date
- AASB 2021-7a Amendments to Australian Accounting Standards - Effective Date of Amendments to AASB 10 and AASB 128 and Editorial Corrections [general editorials]
- AASB 2022-3 Amendments to Australian Accounting Standards - Illustrative Examples for Not-for-Profit Entities accompanying AASB 15

These amendments have no material impact on the current annual financial report

New accounting standards for application in future years

The following new accounting standards will have application to local government in future years:

- AASB 2014-10 Amendments to Australian Accounting Standards - Sale or Contribution of Assets between an Investor and its Associate or Joint Venture
- AASB 2020-1 Amendments to Australian Accounting Standards - Classification of Liabilities as Current or Non-current
- AASB 2021-2 Amendments to Australian Accounting Standards - Disclosure of Accounting Policies or Definition of Accounting Estimates
This standard will result in a terminology change for significant accounting policies
- AASB 2021-7c Amendments to Australian Accounting Standards - Effective Date of Amendments to AASB 10 and AASB 128 and Editorial Corrections [deferred AASB 10 and AASB 128 amendments in AASB 2014-10 apply]
- AASB 2022-5 Amendments to Australian Accounting Standards - Lease Liability in a Sale and Leaseback
- AASB 2022-6 Amendments to Australian Accounting Standards - Non-current Liabilities with Covenants
- AASB 2022-7 Editorial Corrections to Australian Accounting Standards and Repeal of Superseded and Redundant Standards
- AASB 2022-10 Amendments to Australian Accounting Standards - Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities

The amendment may result in changes to the fair value of non-financial assets. The impact is yet to be quantified.

Except as described above these amendments are not expected to have any material impact on the financial report on initial application.

**SHIRE OF BRUCE ROCK
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

2. REVENUE AND EXPENSES

(a) Revenue

Contracts with customers

Recognition of revenue is dependant on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns/Refunds/Warranties	Timing of revenue recognition
Rates	General Rates	Over time	Payment dates adopted by Council during the year	None	When rates notice is issued
Grants, subsidies and contributions	Community events, minor facilities, research, design, planning evaluation and services	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Output method based on project milestones and/or completion date matched to performance obligations
Grants, subsidies or contributions for the construction of non-financial assets	Construction or acquisition of recognisable non-financial assets to be controlled by the local government	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Fees and charges - licences, registrations, approvals	Building, planning, development and animal management, having the same nature as a licence regardless of naming.	Single point in time	Full payment prior to issue	None	On payment of the licence, registration or approval
Fees and charges - waste management entry fees	Waste treatment, recycling and disposal service at disposal sites	Single point in time	Payment in advance at gate or on normal trading terms if credit provided	None	On entry to facility
Fees and charges - airport leasing charges	Lease of airport hanger.	Single point in time	Payment in full in advance	None	Revenue recognised during lease of property
Fees and charges - sale of stock	Supermarket and other miscellaneous stock	Single point in time	Payment in full on sale	Refund for faulty goods	Output method based on goods
Other revenue - private works	Contracted private works	Single point in time	Monthly in arrears	None	At point of service

Consideration from contracts with customers is included in the transaction price.

Revenue Recognition

Revenue recognised during the year under each basis of recognition by nature of goods or services is provided in the table below:

For the year ended 30 June 2023

Nature	Contracts with customers	Capital grant/contributions	Statutory Requirements	Other	Total
	\$	\$	\$	\$	\$
Rates	0	0	1,710,844	0	1,710,844
Grants, subsidies and contributions	4,317,536	0	0	0	4,317,536
Fees and charges	2,219,064	0	24,482	0	2,243,546
Interest revenue	0	0	5,557	83,080	88,637
Other revenue	0	0	0	39,232	39,232
Capital grants, subsidies and contributions	0	3,024,583	0	0	3,024,583
Total	6,536,600	3,024,583	1,740,883	122,312	11,424,378

For the year ended 30 June 2022

Nature	Contracts with customers	Capital grant/contributions	Statutory Requirements	Other	Total
	\$	\$	\$	\$	\$
Rates	0	0	1,634,738	0	1,634,738
Grants, subsidies and contributions	3,977,691	0	0	0	3,977,691
Fees and charges	2,142,938	0	12,368	0	2,155,306
Interest revenue	0	0	5,535	17,596	23,131
Other revenue	0	0	0	36,887	36,887
Capital grants, subsidies and contributions	0	2,660,294	0	0	2,660,294
Total	6,120,629	2,660,294	1,652,641	54,483	10,488,047

SHIRE OF BRUCE ROCK
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023

2. REVENUE AND EXPENSES (Continued)

(a) Revenue (Continued)

Note	2023 Actual \$	2022 Actual \$
Interest revenue		
Interest on reserve account funds	32,195	9,922
Trade and other receivables overdue interest	5,557	5,535
Other interest revenue	50,885	7,674
	88,637	23,131
The 2023 original budget estimate in relation to: Trade and other receivables overdue interest was \$5,300.		
Fees and charges relating to rates receivable		
Charges on instalment plan	1,330	1,776
The 2023 original budget estimate in relation to: Charges on instalment plan was \$1,850.		
(b) Expenses		
Auditors remuneration		
- Audit of the Annual Financial Report	33,600	32,100
- Other services – grant acquittals	2,300	0
- Accrual of prior year Audit of Annual Financial Report	0	22,400
- Other services – FM Regulations review	3,540	0
	39,440	54,500
Employee Costs		
Employee benefit costs	2,431,925	2,234,187
Other employee costs	414,666	391,162
	2,846,591	2,625,349
Finance costs		
Interest and financial charges paid/payable for lease liabilities and financial liabilities not at fair value through profit or loss	23,521	4,162
Other	0	1,678
	23,521	5,840
Other expenditure		
Impairment losses on rates and statutory receivables	1,299	0
Impairment losses on trade receivables	(19,007)	24,752
Sundry expenses	349,938	124,443
	332,230	149,195

SHIRE OF BRUCE ROCK
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023

3. CASH AND CASH EQUIVALENTS

Note	2023	2022
	\$	\$
Cash at bank and on hand	5,701,071	2,350,273
Total cash and cash equivalents	5,701,071	2,350,273
Held as		
- Unrestricted cash and cash equivalents	3,652,676	1,095,992
- Restricted cash and cash equivalents	2,048,395	1,254,281
17	5,701,071	2,350,273

SIGNIFICANT ACCOUNTING POLICIES

Cash and cash equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

Restricted financial assets

Restricted financial asset balances are not available for general use by the local government due to externally imposed restrictions. Restrictions are specified in an agreement, contract or legislation. This applies to reserve accounts, unspent grants, subsidies and contributions and unspent loans that have not been fully expended in the manner specified by the contributor, legislation or loan agreement and for which no liability has been recognised.

4. OTHER FINANCIAL ASSETS

(a) Current assets

Financial assets at amortised cost

2023	2022
\$	\$
843,728	3,663,783
843,728	3,663,783

Other financial assets at amortised cost

Term deposits

843,728	3,663,783
843,728	3,663,783

Held as

- Unrestricted other financial assets at amortised cost
- Restricted other financial assets at amortised cost

0	2,000,000
843,728	1,663,783
843,728	3,663,783

(b) Non-current assets

Financial assets at fair value through profit or loss

81,490	77,804
81,490	77,804

Financial assets at fair value through profit or loss

Units in Local Government House Trust - opening balance
 Movement attributable to fair value increment
 Units in Local Government House Trust - closing balance

77,804	73,807
3,686	3,997
81,490	77,804

SIGNIFICANT ACCOUNTING POLICIES

Other financial assets at amortised cost

The Shire classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Fair values of financial assets at amortised cost are not materially different to their carrying amounts, since the interest receivable on those assets is either close to current market rates or the assets are of a short term nature. Non-current financial assets at amortised cost fair values are based on discounted cash flows using a current market rates. They are classified as level 2 fair values in the fair value hierarchy (see Note 23 (i)) due to the observable market rates).

Interest received is presented under cashflows from operating activities in the Statement of Cash Flows where it is earned from financial assets that are held for cash management purposes.

Financial assets at fair value through profit or loss

The Shire has elected to classify the following financial assets at fair value through profit or loss:

- debt investments which do not qualify for measurement at either amortised cost or fair value through other comprehensive income.
- equity investments which the Shire has elected to recognise as fair value gains and losses through profit or loss.

SHIRE OF BRUCE ROCK
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023

5. TRADE AND OTHER RECEIVABLES

Note	2023	2022
	\$	\$
Current		
Rates and statutory receivables	69,603	61,842
Trade receivables	95,758	409,085
GST receivable	44,504	55,693
Allowance for credit losses of rates and statutory receivables	(6,197)	(4,898)
Allowance for credit losses of trade receivables	(5,775)	(24,782)
	197,893	496,940
Non-current		
Rates and statutory receivables	16,210	13,974
Receivables for employee related provisions	7,415	4,279
	23,625	18,253

Disclosure of opening and closing balances related to contracts with customers

Note	30 June 2023 Actual	30 June 2022 Actual
	\$	\$
Contract assets	7 616,490	131,595
Allowance for credit losses of trade receivables	5 (5,775)	(24,782)
Total trade and other receivables from contracts with customers	610,715	106,813

SIGNIFICANT ACCOUNTING POLICIES

Rates and statutory receivables

Rates and statutory receivables are non-contractual receivables arising from statutory requirements and include amounts due from ratepayers for unpaid rates and service charges and other statutory charges or fines.

Rates and statutory receivables are recognised when the taxable event has occurred and can be measured reliably.

Trade receivables

Trade receivables are amounts receivable from contractual arrangements with customers for goods sold, services performed or grants or contributions with sufficiently specific performance obligations as part of the ordinary course of business.

Other receivables

Other receivables are amounts receivable from contractual arrangements with third parties other than contracts with customers including grants for the construction of recognisable non financial assets.

Measurement

Trade and other receivables are recognised initially at the amount of the transaction price, unless they contain a significant financing component, and are to be recognised at fair value.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

**SHIRE OF BRUCE ROCK
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

6. INVENTORIES

Note	2023	2022
	\$	\$
Current		
Fuel and materials	29,874	35,348
Supermarket Stock	87,411	75,034
	<u>117,285</u>	<u>110,382</u>
The following movements in inventories occurred during the year:		
Balance at beginning of year	110,382	83,792
Inventories expensed during the year	(1,451,591)	(1,163,984)
Additions to inventory	1,458,494	1,190,574
Balance at end of year	<u>117,285</u>	<u>110,382</u>

SIGNIFICANT ACCOUNTING POLICIES

General

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.

**SHIRE OF BRUCE ROCK
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

7. OTHER ASSETS

	2023	2022
	\$	\$
Other assets - current		
Accrued income	12,056	10,188
Contract assets	616,490	131,595
	628,546	141,783

SIGNIFICANT ACCOUNTING POLICIES

Other current assets

Other non-financial assets include prepayments which represent payments in advance of receipt of goods or services or that part of expenditure made in one accounting period covering a term extending beyond that period.

Contract assets

Contract assets primarily relate to the Shire's right to . consideration for work completed but not billed at the end of the period.

Impairment of assets associated with contracts with customers are detailed at Note 2(b).

**SHIRE OF BRUCE ROCK
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

8. PROPERTY, PLANT AND EQUIPMENT

(a) Movements in Balances

Movement in the balances of each class of property, plant and equipment between the beginning and the end of the current financial year.

	Land	Buildings - specialised	Total land and buildings not subject to operating lease	Total land and buildings	Furniture and equipment	Plant and equipment	Total property, plant and equipment
	\$	\$	\$	\$	\$	\$	\$
Balance at 1 July 2021	1,469,000	27,633,397	29,102,397	29,102,397	192,643	3,467,745	32,762,785
Additions	0	1,028,570	1,028,570	1,028,570	59,835	377,816	1,466,221
Disposals	(12,000)	(242,076)	(254,076)	(254,076)	0	(206,074)	(460,150)
Depreciation	0	(526,152)	(526,152)	(526,152)	(16,098)	(226,274)	(768,524)
Balance at 30 June 2022	1,457,000	27,893,739	29,350,739	29,350,739	236,380	3,413,213	33,000,332
Comprises:							
Gross balance amount at 30 June 2022	1,457,000	28,418,769	29,875,769	29,875,769	263,740	3,826,967	33,966,476
Accumulated depreciation at 30 June 2022	0	(525,030)	(525,030)	(525,030)	(27,360)	(413,754)	(966,144)
Balance at 30 June 2022	1,457,000	27,893,739	29,350,739	29,350,739	236,380	3,413,213	33,000,332
Additions	0	1,776,990	1,776,990	1,776,990	76,639	1,333,191	3,186,820
Disposals	(11,000)	0	(11,000)	(11,000)	0	(328,070)	(339,070)
Depreciation	0	(552,922)	(552,922)	(552,922)	(21,745)	(263,324)	(837,991)
Balance at 30 June 2023	1,446,000	29,117,807	30,563,807	30,563,807	291,274	4,155,010	35,010,091
Comprises:							
Gross balance amount at 30 June 2023	1,446,000	30,195,759	31,641,759	31,641,759	340,379	4,777,600	36,759,738
Accumulated depreciation at 30 June 2023	0	(1,077,952)	(1,077,952)	(1,077,952)	(49,105)	(622,590)	(1,749,647)
Balance at 30 June 2023	1,446,000	29,117,807	30,563,807	30,563,807	291,274	4,155,010	35,010,091

**SHIRE OF BRUCE ROCK
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

8. PROPERTY, PLANT AND EQUIPMENT (Continued)

(b) Carrying Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
(i) Fair Value					
Land and buildings					
Land	2	Market approach using recent observable market data for similar properties/income approach using discounted cashflow methodology	Independent registered valuers	June 2021	Price per hectare/ market borrowing rate
Buildings - specialised	3	Market approach using recent observable market data for similar properties/income approach using discounted cashflow methodology	Independent registered valuers	June 2021	Construction costs (level 2) and current condition (level 3), residential values and remaining useful life assessments (level 3) inputs
Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.					
During the period there were no changes in the valuation techniques used by the local government to determine the fair value of property, plant and equipment using either level 2 or level 3 inputs.					
(ii) Cost					
Furniture and equipment		N/A	Cost	Not applicable	N/A
Plant and equipment		N/A	Cost	Not applicable	N/A

SHIRE OF BRUCE ROCK
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023

9. INFRASTRUCTURE

(a) Movements in Balances

Movement in the balances of each class of infrastructure between the beginning and the end of the current financial year.

	Infrastructure - roads	Other infrastructure - bridges	Other infrastructure - footpaths	Other infrastructure - drainage	Other infrastructure - other	Other infrastructure - airstrip	Other infrastructure - carparks	Total Infrastructure
	\$	\$	\$	\$	\$	\$	\$	\$
Balance at 1 July 2021	41,444,892	11,004,024	730,410	1,614,661	309,398	186,667	330,534	55,620,586
Additions	2,084,604	85,255	30,923	114,891	65,653	134,419	23,873	2,539,618
Depreciation	(2,219,282)	(243,051)	(24,304)	(38,103)	(32,978)	(93,333)	(10,294)	(2,661,345)
Balance at 30 June 2022	41,310,214	10,846,228	737,029	1,691,449	342,073	227,753	344,113	55,498,859
Comprises:								
Gross balance at 30 June 2022	47,928,253	11,326,491	785,356	1,762,413	414,749	414,419	363,077	62,994,758
Accumulated depreciation at 30 June 2022	(6,618,039)	(480,263)	(48,327)	(70,964)	(72,676)	(186,666)	(18,964)	(7,495,899)
Balance at 30 June 2022	41,310,214	10,846,228	737,029	1,691,449	342,073	227,753	344,113	55,498,859
Additions	1,200,032	298,422	42,988	0	6,430	0	0	1,547,872
Depreciation	(2,263,432)	(244,883)	(25,140)	(42,727)	(33,348)	(93,334)	(10,772)	(2,713,636)
Balance at 30 June 2023	40,246,814	10,899,767	754,877	1,648,722	315,155	134,419	333,341	54,333,095
Comprises:								
Gross balance at 30 June 2023	49,128,284	11,624,912	828,344	1,762,414	421,178	414,419	363,077	64,542,628
Accumulated depreciation at 30 June 2023	(8,881,470)	(725,145)	(73,467)	(113,692)	(106,023)	(280,000)	(29,736)	(10,209,533)
Balance at 30 June 2023	40,246,814	10,899,767	754,877	1,648,722	315,155	134,419	333,341	54,333,095

**SHIRE OF BRUCE ROCK
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

9. INFRASTRUCTURE (Continued)

(b) Carrying Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
(i) Fair Value					
Infrastructure - roads	3	Cost approach using depreciated replacement cost	Independent valuation	June 2019	Construction costs (level 2) and current condition (level 3), residual values and remaining useful life assessments (level 3) inputs
Other infrastructure - bridges	3	Cost approach using depreciated replacement cost	Independent valuation	June 2020	Construction costs (level 2) and current condition (level 3), residual values and remaining useful life assessments (level 3) inputs
Other infrastructure - footpaths	3	Cost approach using depreciated replacement cost	Independent valuation	June 2020	Construction costs (level 2) and current condition (level 3), residual values and remaining useful life assessments (level 3) inputs
Other infrastructure - drainage	3	Cost approach using depreciated replacement cost	Independent valuation	June 2020	Construction costs (level 2) and current condition (level 3), residual values and remaining useful life assessments (level 3) inputs
Other infrastructure - other	3	Cost approach using depreciated replacement cost	Independent valuation	June 2020	Construction costs (level 2) and current condition (level 3), residual values and remaining useful life assessments (level 3) inputs
Other infrastructure - airstrip	3	Cost approach using depreciated replacement cost	Independent valuation	June 2020	Construction costs (level 2) and current condition (level 3), residual values and remaining useful life assessments (level 3) inputs
Other infrastructure - carparks	3	Cost approach using depreciated replacement cost	Independent valuation	June 2020	Construction costs (level 2) and current condition (level 3), residual values and remaining useful life assessments (level 3) inputs

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used to determine the fair value of infrastructure using level 3 inputs.

**SHIRE OF BRUCE ROCK
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

10. FIXED ASSETS

(a) Depreciation

Depreciation rates

Typical estimated useful lives for the different asset classes for the current and prior years are included in the table below:

Asset Class	Useful life
Buildings	5 to 50 years
Furniture and equipment	4 to 20 years
Plant and equipment	5 to 15 years
Sealed roads and streets formation pavement seal	not depreciated 20 to 50 years
- bituminous seals	20 to 50 years
- asphalt surfaces	20 to 50 years
Gravel roads formation pavement	not depreciated 10 years
Bridges	80 years
Footpaths	30 to 65 years
Drainage	10 to 80 years
Other Infrastructure	10 to 80 years
Airstrip	5 to 50 years
Carparks	10 to 50 years
Right of use (land)	Based on the remaining lease

**SHIRE OF BRUCE ROCK
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

10. FIXED ASSETS (Continued)

SIGNIFICANT ACCOUNTING POLICIES

Fixed assets

Each class of fixed assets within either property, plant and equipment or infrastructure, is carried at cost or fair value (as indicated), less any accumulated depreciation and impairment losses.

Initial recognition and measurement for assets held at cost

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost, the asset is initially recognised at fair value. Assets held at cost are depreciated and assessed for indicators of impairment annually.

Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets that are land, buildings, infrastructure and investment properties acquired between scheduled revaluation dates of the asset class in accordance with the Shire's revaluation policy, are recognised at cost and disclosed as being at fair value as management believes cost approximates fair value. They are subject to subsequent revaluation at the next revaluation date consistent with *Financial Management Regulation 17A(4)*.

Revaluation

The fair value of land, buildings, infrastructure and investment properties is determined at least every five years in accordance with the regulatory framework. This includes buildings and infrastructure items which were pre-existing improvements (i.e. vested improvements) on vested land acquired by the Shire.

At the end of each period, the carrying amount for each asset class is reviewed and, where appropriate, the fair value is updated to reflect current market conditions consistent with *Financial Management Regulation 17A(2)* which requires land, buildings infrastructure, investment properties and vested improvements to be shown at fair value.

Revaluation (continued)

For property, plant and equipment and infrastructure, increases in the carrying amount arising on revaluation of asset classes are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss. Subsequent increases are then recognised in profit or loss to the extent they reverse a net revaluation decrease previously recognised in profit or loss for the same class of asset.

Depreciation

The depreciable amount of all property, plant and equipment and infrastructure, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

Depreciation on revaluation

When an item of property, plant and equipment and infrastructure is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following ways:

- (i) The gross carrying amount is adjusted in a manner that is consistent with the revaluation of the carrying amount of the asset.
- (ii) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

Amortisation

All intangible assets with a finite useful life, are amortised on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use.

The residual value of intangible assets is considered to be zero and the useful life and amortisation method are reviewed at the end of each financial year.

Amortisation is included within depreciation in the Statement of Comprehensive Income and in Note 10(a).

Impairment

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains or losses on disposal

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the Statement of Comprehensive Income in the period in which they arise.

SHIRE OF BRUCE ROCK
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023

11. LEASES

(a) Right-of-Use Assets

	Note	Right-of-use assets - land	Right-of-use assets Total
		\$	\$
Movement in the balance of each class of right-of-use asset between the beginning and the end of the current financial year.			
Balance at 1 July 2021		17,790	17,790
Depreciation		(4,003)	(4,003)
Balance at 30 June 2022		13,787	13,787
Gross balance amount at 30 June 2022		25,795	25,795
Accumulated depreciation at 30 June 2022		(12,008)	(12,008)
Balance at 30 June 2022		13,787	13,787
Depreciation		(4,277)	(4,277)
Balance at 30 June 2023		9,510	9,510
Gross balance amount at 30 June 2023		25,795	25,795
Accumulated depreciation at 30 June 2023		(16,285)	(16,285)
Balance at 30 June 2023		9,510	9,510

The following amounts were recognised in the statement of comprehensive income during the period in respect of leases where the entity is the lessee:

	2023 Actual	2022 Actual
	\$	\$
Depreciation on right-of-use assets	(4,277)	(4,003)
Finance charge on lease liabilities	(462)	(584)
Total amount recognised in the statement of comprehensive income	(4,739)	(4,587)
Total cash outflow from leases	(3,476)	(4,476)
(b) Lease Liabilities		
Current	2,915	3,014
Non-current	8,571	11,486
	26(d) 11,486	14,500

Secured liabilities and assets pledged as security

Lease liabilities are effectively secured, as the rights to the leased assets recognised in the financial statements revert to the lessor in the event of default.

SIGNIFICANT ACCOUNTING POLICIES

Leases

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

At the commencement date, a right-of-use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts that are classified as short-term leases (i.e. a lease with a term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

Details of individual lease liabilities required by regulations are provided at Note 26(d).

Right-of-use assets - measurement

Right-of-use assets are measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost (i.e. not recognised in the Statement of Financial Position). The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which are reported at fair value.

Refer to Note 10 under revaluation for details on the significant accounting policies applying to vested improvements.

Right-of-use assets - depreciation

Right-of-use assets are depreciated over the lease term or useful life of the underlying asset, whichever is the shorter. Where a lease transfers ownership of the underlying asset, or the cost of the right-of-use asset reflects that the Shire anticipates to exercise a purchase option, the specific asset is depreciated over the useful life of the underlying asset.

**SHIRE OF BRUCE ROCK
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

11. LEASES (Continued)

(c) Lessor - Property, Plant and Equipment Subject to Lease

The table below represents a maturity analysis of the undiscounted lease payments to be received after the reporting date.

Less than 1 year
1 to 2 years
2 to 3 years
3 to 4 years
4 to 5 years
> 5 years

	2023 Actual	2022 Actual
	\$	\$
	61,840	61,570
	58,240	58,240
	38,240	58,240
	37,440	38,240
	37,440	37,440
	12,240	87,120
	245,440	340,850
Amounts recognised in profit or loss for Property, Plant and Equipment Subject to Lease		
Rental income	78,979	77,363

Residential properties are leased to GROH (Government Regional Officers Housing) under long-term leases with rentals payable monthly. Minimum lease payments receivable on leases of residential properties are detailed above.

SIGNIFICANT ACCOUNTING POLICIES

The Shire as Lessor

Upon entering into each contract as a lessor, the Shire assesses if the lease is a finance or operating lease.

The contract is classified as a finance lease when the terms of the lease transfer substantially all the risks and rewards of ownership to the lessee. All other leases not within this definition are classified as operating leases. Rental income received from operating leases is recognised on a straight-line basis over the term of the specific lease.

Initial direct costs incurred in entering into an operating lease (eg legal cost, cost to setup) are included in the carrying amount of the leased asset and recognised as an expense on a straight-line basis over the lease term.

When a contract is determined to include lease and non-lease components, the Shire applies AASB 15 to allocate the consideration under the contract to each component.

SHIRE OF BRUCE ROCK
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023

12. TRADE AND OTHER PAYABLES

Current

Sundry creditors
 Prepaid rates
 Accrued payroll liabilities
 ATO liabilities
 Bonds and deposits held
 Accrued interest on loans
 Accrued expenses

	2023	2022
	\$	\$
	136,603	526,090
	10,218	14,645
	95,954	94,187
	55,296	46,877
	2,848	2,684
	18,852	545
	0	245,722
	319,771	930,750

SIGNIFICANT ACCOUNTING POLICIES

Financial liabilities

Financial liabilities are initially recognised at fair value when the Shire becomes a party to the contractual provisions of the instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and any consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

Trade and other payables

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the financial year that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are usually paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.

Prepaid rates

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the Shire recognises income for the prepaid rates that have not been refunded.

SHIRE OF BRUCE ROCK
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023

13. OTHER LIABILITIES

Current

Capital grant/contributions liabilities

The aggregate amount of the performance obligations unsatisfied (or partially unsatisfied) in relation to these contract liabilities was \$78,911 (2022: \$1,251,597)

The Shire expects to satisfy the performance obligations, from contracts with customers unsatisfied at the end of the reporting period, within the next 12 months.

Reconciliation of changes in capital grant/contribution liabilities

Opening balance

Additions

Revenue from capital grant/contributions held as a liability at the start of the period

Expected satisfaction of capital grant/contribution liabilities

Less than 1 year

	2023	2022
	\$	\$
Capital grant/contributions liabilities	78,911	1,251,597
	<u>78,911</u>	<u>1,251,597</u>
Opening balance	1,251,597	559,967
Additions	78,911	1,251,597
Revenue from capital grant/contributions held as a liability at the start of the period	(1,251,597)	(559,967)
	<u>78,911</u>	<u>1,251,597</u>
Less than 1 year	78,911	1,251,597
	<u>78,911</u>	<u>1,251,597</u>

Performance obligations in relation to capital grant/contribution liabilities are satisfied as project milestones are met or completion of construction or acquisition of the asset.

SIGNIFICANT ACCOUNTING POLICIES

Contract liabilities

Contract liabilities represent the Shire's obligation to transfer goods or services to a customer for which the Shire has received consideration from the customer.

Contract liabilities represent obligations which are not yet satisfied. Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

Capital grant/contribution liabilities

Capital grant/contribution liabilities represent the Shire's obligations to construct recognisable non-financial assets to identified specifications to be controlled by the Shire which are yet to be satisfied. Capital grant/contribution liabilities are recognised as income when the obligations in the contract are satisfied.

Fair values for non-current capital grant/contribution liabilities, not expected to be extinguished within 12 months, are based on discounted cash flows of expected cashflows to satisfy the obligations using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy (see Note 23(i)) due to the unobservable inputs, including own credit risk.

**SHIRE OF BRUCE ROCK
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

14. BORROWINGS

	Note	2023			2022		
		Current	Non-current	Total	Current	Non-current	Total
Secured		\$	\$	\$	\$	\$	\$
Debentures		92,870	2,201,726	2,294,596	26,185	194,596	220,781
Total secured borrowings	26(a)	92,870	2,201,726	2,294,596	26,185	194,596	220,781

SIGNIFICANT ACCOUNTING POLICIES

Borrowing costs

The Shire has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

Borrowings fair values are based on discounted cash flows using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy (see Note 23(i)) due to the unobservable inputs, including own credit risk.

Risk

Details of individual borrowings required by regulations are provided at Note 26(a).

SHIRE OF BRUCE ROCK
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023

15. EMPLOYEE RELATED PROVISIONS

Employee Related Provisions

	2023	2022
	\$	\$
Current provisions		
Employee benefit provisions		
Annual leave	214,347	219,758
Long service leave	111,803	160,448
	326,150	380,206
Employee related other provisions		
Employment on-costs	45,661	51,327
	45,661	51,327
Total current employee related provisions	371,811	431,533
Non-current provisions		
Employee benefit provisions		
Long service leave	46,170	54,727
	46,170	54,727
Employee related other provisions		
Employment on-costs	5,910	6,855
	5,910	6,855
Total non-current employee related provisions	52,080	61,582
Total employee related provisions	423,891	493,115

Provision is made for benefits accruing to employees in respect of wages and salaries, annual leave and long service leave and associated on costs for services rendered up to the reporting date and recorded as an expense during the period the services are delivered.

Annual leave liabilities are classified as current, as there is no unconditional right to defer settlement for at least 12 months after the end of the reporting period.

SIGNIFICANT ACCOUNTING POLICIES

Employee benefits

The Shire's obligations for employees' annual leave, long service leave and other employee leave entitlements are recognised as employee related provisions in the Statement of Financial Position.

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position.

Other long-term employee benefits

Long-term employee benefits provisions are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

**SHIRE OF BRUCE ROCK
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

16. REVALUATION SURPLUS

	2023 Opening Balance	Total Movement on Revaluation	2023 Closing Balance	2022 Opening Balance	Total Movement on Revaluation	2022 Closing Balance
	\$	\$	\$	\$	\$	\$
Revaluation surplus - Land	1,410,930	0	1,410,930	1,410,930	0	1,410,930
Revaluation surplus - Buildings	23,000,386	0	23,000,386	23,000,386	0	23,000,386
Revaluation surplus - Furniture and equipment	84,064	0	84,064	84,064	0	84,064
Revaluation surplus - Plant and equipment	1,057,395	0	1,057,395	1,057,395	0	1,057,395
Revaluation surplus - Infrastructure - roads	25,637,680	0	25,637,680	25,637,680	0	25,637,680
Revaluation surplus - Other infrastructure - bridges	10,512,101	0	10,512,101	10,512,101	0	10,512,101
Revaluation surplus - Other infrastructure - footpaths	248,629	0	248,629	248,629	0	248,629
Revaluation surplus - Other infrastructure - drainage	1,516,982	0	1,516,982	1,516,982	0	1,516,982
Revaluation surplus - Other infrastructure - other	20,881	0	20,881	20,881	0	20,881
Revaluation surplus - Other infrastructure - carparks	256,033	0	256,033	256,033	0	256,033
	63,745,081	0	63,745,081	63,745,081	0	63,745,081

**SHIRE OF BRUCE ROCK
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

17. NOTES TO STATEMENT OF CASHFLOW

	Note	2023 Actual \$	2022 Actual \$
The following classes of financial assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:			
- Cash and cash equivalents	3	2,048,395	1,254,283
- Financial assets at amortised cost	4	843,728	1,663,781
		2,892,123	2,918,064
The restricted financial assets are a result of the following specific purposes to which the assets may be used:			
Restricted reserve accounts	27	843,727	1,663,783
Capital grant liabilities	13	78,911	1,251,597
Bonds and deposits held	12	2,848	2,684
Unspent loans	26(c)	1,966,637	0
Total restricted financial assets		2,892,123	2,918,064

**18. UNDRAWN BORROWING FACILITIES AND CREDIT
STANDBY ARRANGEMENTS**

Bank guarantee (Cash backed)		50,000	50,000
Bank overdraft at balance date		0	0
Credit card limit		5,000	5,000
Credit card balance at balance date		(126)	(136)
Total amount of credit unused		54,874	54,864
Loan facilities			
Loan facilities - current		92,870	26,185
Loan facilities - non-current		2,201,726	194,596
Total facilities in use at balance date		2,294,596	220,781
Unused loan facilities at balance date		1,966,637	0

**SHIRE OF BRUCE ROCK
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

19. CONTINGENT LIABILITIES

The Shire has identified the following sites, in relation to land owned, vested or leased, that is known to be, or is suspected of being contaminated.

i. Belka - Reserve 20196 (Lot 25322 on Plan 154374) and corresponding Road Reserve

As per Department of Water and Environment Regulation (DWER), notification these sites were contaminated and have been remediated such that is suitable for the current land use, but may not be suitable for a more sensitive land use. Therefore, DWER has classified these sites as 'remediated for restricted use'.

ii. Shackleton - Lot 424 - Old Rubbish Tip Site

As per DWER notification, the site was historically used as a rubbish disposal facility for an unknown period of time. This is a land use that has the potential to cause contamination.

As the site has not been investigated, a comment cannot be made on the suitability of the site as a whole for any land use. The site is classified by DWER as 'possibly contaminated - investigation required'. However DWER have confirmed that investigation is only required if the land is to be sold, exit the site or development for a more sensitive land use.

20. CAPITAL COMMITMENTS

	2023	2022
	\$	\$
Contracted for:		
- capital expenditure projects	0	4,977,302
- plant & equipment purchases	75,343	215,000
	75,343	5,192,302
Payable:		
- not later than one year	75,343	5,192,302

The capital plant & equipment purchases outstanding at the end of the current reporting period relates to the purchase of a Tri Axle Semi Drop Deck Trailer.

**SHIRE OF BRUCE ROCK
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

21. RELATED PARTY TRANSACTIONS

(a) Elected Member Remuneration

Fees, expenses and allowances to be paid or reimbursed to elected council members.

Note	2023 Actual \$	2022 Actual \$
President's annual allowance	14,494	14,140
President's meeting attendance fees	7,357	7,427
President's annual allowance for ICT expenses	518	505
President's travel and accommodation expenses	613	1,489
	22,982	23,561
Deputy President's annual allowance	0	0
Deputy President's annual allowance for ICT expenses	0	1,515
	0	1,515
All other council member's meeting attendance fees	4,513	3,645
All other council member's annual allowance for ICT expenses	1,554	1,515
	6,067	5,160
21(b)	29,049	30,236

(b) Key Management Personnel (KMP) Compensation

The total of compensation paid to KMP of the Shire during the year are as follows:

Note	2023 Actual \$	2022 Actual \$
Short-term employee benefits	593,733	620,104
Post-employment benefits	90,694	76,187
Employee - other long-term benefits	8,600	18,450
Council member costs	29,049	30,236
21(a)	722,076	744,977

Short-term employee benefits

These amounts include all salary and fringe benefits awarded to KMP except for details in respect to fees and benefits paid to council members which may be separately found in the table above.

Post-employment benefits

These amounts are the current-year's cost of the Shire's superannuation contributions made during the year.

Other long-term benefits

These amounts represent annual leave and long service leave entitlements accruing during the year.

Council member costs

These amounts represent payments of member fees, expenses, allowances and reimbursements during the year.

**SHIRE OF BRUCE ROCK
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

21. RELATED PARTY TRANSACTIONS

Transactions with related parties

Transactions between related parties and the Shire are on normal commercial terms and conditions, no more favourable than those available to other parties, unless otherwise stated.

No outstanding balances or provisions for doubtful debts or guarantees exist in relation to related parties at year end.

In addition to KMP compensation above the following transactions occurred with related parties:

	2023 Actual	2022 Actual
	\$	\$
Sale of goods and services	23,820	40,953
Purchase of goods and services	170,718	265,124
Short term employee benefits - other related parties	217,111	170,644
Payment of council member costs (Refer to Note 23(a))	29,049	30,236
Amounts outstanding from related parties:		
Trade and other receivables	787	50
Amounts payable to related parties:		
Trade and other payables	0	12,873

Related Parties

The Shire's main related parties are as follows:

i. Key management personnel

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any council member, are considered key management personnel and are detailed in Notes 21(a) and 21(b)

ii. Other Related Parties

An associate person of KMP was employed by the Shire under normal employment terms and conditions.

Any entity that is controlled by or over which KMP, or close family members of KMP, have authority and responsibility for planning, directing and controlling the activity of the entity, directly or indirectly, are considered related parties in relation to the Shire.

iii. Entities subject to significant influence by the Shire

There were no such entities requiring disclosure during the current or previous year.

**SHIRE OF BRUCE ROCK
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

22. EVENTS OCCURRING AFTER THE END OF THE REPORTING PERIOD

There were no subsequent events that occurred after the end of the reporting period and no contingent liabilities related to the financial year ended 30 June 2023.

**SHIRE OF BRUCE ROCK
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

23. OTHER SIGNIFICANT ACCOUNTING POLICIES

a) Goods and services tax (GST)

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.

b) Current and non-current classification

The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire's operational cycle. In the case of liabilities where the Shire 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 or non-current based on the Shire's intentions to release for sale.

c) Rounding off figures

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar. Amounts are presented in Australian Dollars.

d) Comparative figures

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

When the Shire applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements that has a material effect on the statement of financial position, an additional (third) Statement of Financial Position as at the beginning of the preceding period in addition to the minimum comparative financial report is presented.

e) Budget comparative figures

Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the original budget estimate for the relevant item of disclosure.

f) Superannuation

The Shire contributes to a number of Superannuation Funds on behalf of employees. All funds to which the Shire contributes are defined contribution plans.

g) Fair value of assets and liabilities

Fair value is the price that the Shire would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

h) Interest revenue

Interest revenue is calculated by applying the effective interest rate to the gross carrying amount of a financial asset measured at amortised cost except for financial assets that subsequently become credit-impaired. For credit-impaired financial assets the effective interest rate is applied to the net carrying amount of the financial asset (after deduction of the loss allowance).

i) Fair value hierarchy

AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

Level 1

Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

Valuation techniques

The Shire selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the Shire are consistent with one or more of the following valuation approaches:

Market approach

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

Income approach

Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

Cost approach

Valuation techniques that reflect the current replacement cost of the service capacity of an asset.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Shire gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

j) Impairment of assets

In accordance with Australian Accounting Standards the Shire's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. AASB 116) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

**SHIRE OF BRUCE ROCK
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

24. RATING INFORMATION

(a) General Rates

RATE TYPE	Basis of valuation	Rate in \$	Number of Properties	2022/23 Actual Rateable Value*	2022/23 Actual Rate Revenue	2022/23 Actual Interim Rates	2022/23 Actual Total Revenue	2022/23 Budget Rate Revenue	2022/23 Budget Interim Rate	2022/23 Budget Total Revenue	2021/22 Actual Total Revenue
Rate Description		\$		\$	\$	\$	\$	\$	\$	\$	\$
Gross rental valuations (GRV)	Gross rental valuation	0.078790	211	1,981,920	156,155	409	156,564	156,155	0	156,155	149,271
Unimproved valuations (UV)	Unimproved valuation	0.009784	324	150,781,500	1,475,246	15,701	1,490,947	1,475,246	0	1,475,246	1,412,644
Mining tenements (UV)	Unimproved valuation	0.009784	2	127,941	1,252	347	1,599	1,252	0	1,252	2,585
Non-rateable	Non-rateable	0.000000	267	195,083	0	(16,263)	(16,263)	0	0	0	0
Total general rates			804	153,086,444	1,632,653	194	1,632,847	1,632,653	0	1,632,653	1,564,500
Minimum payment		\$									
Gross rental valuations (GRV)	Gross rental valuation	528	163	568,421	86,064	0	86,064	86,064	0	86,064	80,800
Unimproved valuations (UV)	Unimproved valuation	528	28	788,000	14,784	0	14,784	14,784	0	14,784	13,130
Mining tenements (UV)	Unimproved valuation	528	9	154,963	4,752	0	4,752	4,752	0	4,752	2,525
Total minimum payments			200	1,511,384	105,600	0	105,600	105,600	0	105,600	96,455
Total general rates and minimum payments			1,004	154,597,828	1,738,253	194	1,738,447	1,738,253	0	1,738,253	1,660,955
Ex-gratia Rates											
CBH Grain Storage Facilities - Tonnage	Gross rental valuation	0.082755		202,900	16,791	0	16,791	16,791	0	16,791	16,068
Total amount raised from rates (excluding general rates)			0	202,900	16,791	0	16,791	16,791	0	16,791	16,068
Discounts							(44,394)			(43,000)	(42,285)
Total Rates							1,710,844			1,712,044	1,634,738
Rate instalment interest							910			1,300	1,291
Rate overdue interest							4,647			4,000	4,244

The rate revenue was recognised from the rate record as soon as practicable after the Shire resolved to impose rates in the financial year as well as when the rate record was amended to ensure the information in the record was current and correct.

*Rateable Value at time of raising of rate.

SHIRE OF BRUCE ROCK
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023

25. DETERMINATION OF SURPLUS OR DEFICIT

Note	2022/23	2022/23	2022/23	2021/22
	(30 June 2023 Carried Forward)	Budget (30 June 2023 Carried Forward)	(1 July 2022 Brought Forward)	(30 June 2022 Carried Forward)
	\$	\$	\$	\$
(a) Non-cash amounts excluded from operating activities				
The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Statement of Financial Activity in accordance with <i>Financial Management Regulation 32</i> .				
Adjustments to operating activities				
	Less: Profit on asset disposals	(14,027)	(8,500)	(38,105)
	Less: Movement in liabilities associated with restricted cash	4,079	0	1,341
	Less: Fair value adjustments to financial assets at fair value through profit or loss	(3,686)	0	(3,997)
	Add: Loss on disposal of assets	68,066	100,500	165,190
	Add: Depreciation	3,555,904	3,425,700	3,433,872
10(a)	Non-cash movements in non-current assets and liabilities:			
	Financial assets at amortised cost	0	0	(2,656)
	Pensioner deferred rates	(2,236)	0	(97)
	Receivable - employee related provision	(3,136)	0	0
	Employee benefit provisions	(9,502)	0	10,751
	Non-cash amounts excluded from operating activities	3,595,462	3,517,700	3,568,955
(b) Surplus or deficit after imposition of general rates				
The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with <i>Financial Management Regulation 32</i> to agree to the surplus/(deficit) after imposition of general rates.				
Adjustments to net current assets				
	Less: Reserve accounts	(843,727)	(804,337)	(1,663,783)
27	Add: Current liabilities not expected to be cleared at end of year			
	- Current portion of borrowings	92,870	94,500	26,185
14	- Current portion of lease liabilities	2,915	3,000	3,014
11(b)	- Employee benefit provisions	121,793	119,480	117,714
	Total adjustments to net current assets	(626,149)	(587,357)	(1,516,870)
Net current assets used in the Statement of Financial Activity				
	Total current assets	7,488,523	1,118,152	6,763,161
	Less: Total current liabilities	(866,278)	(529,033)	(2,643,079)
	Less: Total adjustments to net current assets	(626,149)	(587,357)	(1,516,870)
	Surplus or deficit after imposition of general rates	5,996,096	0	2,603,212

SHIRE OF BRUCE ROCK
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023

26. BORROWING AND LEASE LIABILITIES

(a) Borrowings

Purpose	Note	Actual						Budget				
		Principal at 1 July 2021	New Loans During 2021-22	Principal Repayments During 2021-22	Principal at 30 June 2022	New Loans During 2022-23	Principal Repayments During 2022-23	Principal at 30 June 2023	Principal at 1 July 2022	New Loans During 2022-23	Principal Repayments During 2022-23	Principal at 30 June 2023
44 Curlew Rd - Housing		\$ 246,581	\$ 0	\$ (25,799)	\$ 220,782	\$ 0	\$ (26,185)	\$ 194,596	\$ 220,782	\$ 0	\$ (26,185)	\$ 194,597
Reconstruct Supermarket		0	0	0	0	2,100,000	0	2,100,000	0	2,100,000	(33,974)	2,066,026
Total		246,581	0	(25,799)	220,782	2,100,000	(26,185)	2,294,596	220,782	2,100,000	(60,159)	2,260,623

Borrowing Finance Cost Payments

Purpose	Note	Loan Number	Institution	Interest Rate	Date final payment is due	Actual for year ending 30 June 2023	Budget for year ending 30 June 2023	Actual for year ending 30 June 2022
44 Curlew Rd - Housing		3	WATC*	1.4900%	1/05/2030	\$ (5,394)	\$ (3,192)	\$ (3,578)
Reconstruct Supermarket		4	WATC*	4.5411%	3/05/2043	(17,665)	(44,229)	0
Total						(23,059)	(47,421)	(3,578)

* WA Treasury Corporation

SHIRE OF BRUCE ROCK
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023

26. BORROWING AND LEASE LIABILITIES (Continued)

(b) New Borrowings - 2022/23

Particulars/Purpose	Institution	Loan Type	Term Years	Interest Rate	Amount Borrowed		Amount (Used)		Total Interest & Charges	Actual Balance Unspent
					2023 Actual	2023 Budget	2023 Actual	2023 Budget		
Reconstruct Supermarket	WATC*	Debeture	20	4.5411%	\$ 2,100,000	\$ 2,100,000	\$ (133,363)	\$ 2,100,000	\$ 1,118,237	\$ 1,966,637
					\$ 2,100,000	\$ 2,100,000	\$ (133,363)	\$ 2,100,000	\$ 1,118,237	\$ 1,966,637

* WA Treasury Corporation

(c) Unspent Borrowings

Particulars	Institution	Date Borrowed	Unspent Balance 1 July 2022	Borrowed During Year	Expended During Year	Unspent Balance 30 June 2023
Reconstruct Supermarket	WATC*	3/05/2023	\$ 0	\$ 2,100,000	\$ (133,363)	\$ 1,966,637
			\$ 0	\$ 2,100,000	\$ (133,363)	\$ 1,966,637

* WA Treasury Corporation

(d) Lease Liabilities

Purpose	Note	Actual							Budget			
		Principal at 1 July 2021	New Leases During 2021-22	Principal Repayments During 2021-22	Principal at 30 June 2022	New Leases During 2022-23	Principal Repayments During 2022-23	Principal at 30 June 2023	Principal at 1 July 2022	New Leases During 2022-23	Principal Repayments During 2022-23	Principal at 30 June 2023
PTAWA - Saleyards (50%)		\$ 8,509	\$ 0	\$ (1,359)	\$ 7,150	\$ 0	\$ (1,407)	\$ 5,743	\$ 8,462	\$ 0	\$ (2,719)	\$ 5,743
PTAWA - Batching Plant (50%)		8,509	0	(1,358)	7,151	0	(1,408)	5,743	8,462	0	(2,719)	5,743
PTAWA - Yarding Sandpit		1,374	0	(1,175)	199	0	(199)	0	199	0	(199)	0
Total Lease Liabilities	11(b)	18,392	0	(3,892)	14,500	0	(3,014)	11,486	17,123	0	(5,637)	11,486

Lease Finance Cost Payments

Purpose	Note	Lease Number	Institution	Interest Rate	Date final payment is due	Actual for year ending 30 June 2023	Budget for year ending 30 June 2023	Actual for year ending 30 June 2022	Lease Term
PTAWA - Saleyards (50%)		L7109	Burgess Rawson	3.60%	31/03/2027	\$ (231)	\$ (230)	\$ (280)	10 years
PTAWA - Batching Plant (50%)		L7109	Burgess Rawson	3.60%	31/03/2027	(230)	(230)	(279)	10 years
PTAWA - Yarding Sandpit		L7338	Burgess Rawson	3.60%	31/08/2022	(1)	(1)	(25)	10 years
Total Finance Cost Payments						(462)	(461)	(584)	

**SHIRE OF BRUCE ROCK
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

27. RESERVE ACCOUNTS

	2023 Actual Opening Balance	2023 Actual Transfer to	2023 Actual Transfer (from)	2023 Actual Closing Balance	2023 Budget Opening Balance	2023 Budget Transfer to	2023 Budget Transfer (from)	2023 Budget Closing Balance	2022 Actual Opening Balance	2022 Actual Transfer to	2022 Actual Transfer (from)	2022 Actual Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by council												
(a) Long Service Leave reserve	117,716	4,079	0	121,795	117,716	1,766	0	119,480	116,372	1,344	0	117,716
(b) Plant Replacement reserve	6,421	220	0	6,641	6,418	96	0	6,514	6,348	73	0	6,421
(c) Housing reserve	226,800	7,411	(20,000)	214,211	226,800	3,402	(20,000)	210,202	230,156	2,644	(6,000)	226,800
(d) Council Housing reserve	3,744	129	0	3,873	3,744	56	0	3,800	3,701	43	0	3,744
(e) Transport Infrastructure reserve	754,709	11,192	(664,000)	101,901	754,710	11,321	(664,000)	102,031	751,444	3,265	0	754,709
(f) Sports Facility Replacement reserve	126,819	4,393	0	131,212	126,818	11,902	0	138,720	118,834	11,385	(3,400)	126,819
(g) Bowls Sporting Club Facility Replacement reserve	12,667	6,154	0	18,821	12,667	6,190	0	18,857	6,646	6,021	0	12,667
(h) Cricket Sporting Club Facility Replacement reserve	25,950	4,816	0	30,766	25,951	6,389	0	32,340	21,469	6,068	(1,587)	25,950
(i) Football Sporting Club Facility Replacement reserve	11,998	8,146	(8,000)	12,144	11,999	6,180	0	18,179	4,982	7,016	0	11,998
(j) Hockey Sporting Club Facility Replacement reserve	30,723	6,374	0	37,097	30,724	6,461	0	37,185	24,645	6,078	0	30,723
(k) Netball Sporting Club Facility Replacement reserve	16,754	3,203	0	19,957	16,754	6,251	0	23,005	16,701	53	0	16,754
(l) Squash Sporting Facility Replacement reserve	1,138	390	0	1,528	1,139	717	0	1,856	387	751	0	1,138
(m) Tennis Sporting Facility Replacement reserve	30,714	6,373	0	37,087	30,714	6,461	0	37,175	24,636	6,078	0	30,714
(n) Supermarket Guarantee reserve	50,000	958	(958)	50,000	50,000	0	(50,000)	0	50,000	224	(224)	50,000
(o) Supermarket Reconstruction reserve	217,582	583,662	(801,244)	0	217,583	3,264	(220,846)	0	216,999	583	0	217,582
(p) Shire Hockey Turf Facility Replacement reserve	30,048	15,365	0	45,413	30,048	15,451	0	45,499	15,000	15,048	0	30,048
(q) Shackleton Bowls Club Facility Replacement Reserve	0	11,281	0	11,281	0	9,494	0	9,494	0	0	0	0
	1,663,783	674,146	(1,494,202)	843,727	1,663,785	95,401	(954,846)	804,337	1,608,320	66,674	(11,211)	1,663,783
	1,663,783	674,146	(1,494,202)	843,727	1,663,785	95,401	(954,846)	804,337	1,608,320	66,674	(11,211)	1,663,783

All reserves are supported by cash and cash equivalents and financial assets at amortised cost and are restricted within equity as Reserve accounts.

In accordance with council resolutions or adopted budget in relation to each reserve account, the purpose for which the reserves are set aside and their anticipated date of use are as follows:

Name of reserve account	Anticipated date of use	Purpose of the reserve account
Restricted by council		
(a) Long Service Leave reserve	Ongoing	To be used to fund long service leave requirements for employees.
(b) Plant Replacement reserve	Ongoing	To be used to fund major plant purchases.
(c) Housing reserve	Ongoing	To be used for the construction of future joint venture housing projects.
(d) Council Housing reserve	Ongoing	To be used for the construction of housing for Council staff.
(e) Transport Infrastructure reserve	Ongoing	To be used for the road infrastructure network within the Shire.
(f) Sports Facility Replacement reserve	Ongoing	To be used towards the replacement of sporting playing surfaces and facilities within the Shire.
(g) Bowls Sporting Club Facility Replacement reserve	Ongoing	To be used for the Bruce Rock Bowls Club's contribution to upgrade or replacement of facilities at the Bruce Rock Recreation Centre.
(h) Cricket Sporting Club Facility Replacement reserve	Ongoing	To be used for the Bruce Rock Shackleton Armath Cricket Club's contribution to upgrade or replacement of facilities at the Bruce Rock Recreation Centre.
(i) Football Sporting Club Facility Replacement reserve	Ongoing	To be used for the Bruce Rock Football Club's contribution to upgrade or replacement of facilities at the Bruce Rock Recreation Centre.
(j) Hockey Sporting Club Facility Replacement reserve	Ongoing	To be used for the Bruce Rock Hockey Club's contribution to upgrade or replacement of facilities at the Bruce Rock Recreation Centre.
(k) Netball Sporting Club Facility Replacement reserve	Ongoing	To be used for the Bruce Rock Netball Club's contribution to upgrade or replacement of facilities at the Bruce Rock Recreation Centre.
(l) Squash Sporting Facility Replacement reserve	Ongoing	To be used for the Bruce Rock Squash Club's contribution to upgrade or replacement of facilities at the Bruce Rock Recreation Centre.
(m) Tennis Sporting Facility Replacement reserve	Ongoing	To be used for the Bruce Rock Tennis Club's contribution to upgrade or replacement of facilities at the Bruce Rock Recreation Centre.
(n) Supermarket Guarantee reserve	30/06/2023	To be used as a bank security guarantee for a trading account with Metcash Trading Ltd to purchase groceries and stock for the Bruce Rock Supermarket.
(o) Supermarket Reconstruction reserve	Ongoing	To be used for the reconstruction of the supermarket.
(p) Shire Hockey Turf Facility Replacement reserve	Ongoing	To be used towards the replacement of the Hockey Turf at the Bruce Rock Recreation Centre.
(q) Shackleton Bowls Club Facility Replacement Reserve	Ongoing	To be used for the Shackleton Bowls Club contribution to upgrade or replace synthetic bowls playing surface.

**SHIRE OF BRUCE ROCK
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

28. TRUST FUNDS

Funds held at balance date which are required to be held in trust and which are not included in the financial statements are as follows:

	1 July 2022	Amounts Received	Amounts Paid	30 June 2023
	\$	\$	\$	\$
Factory Unit Bonds	2,495	1,103	(1,060)	2,538
Vietnam Veterans	7,541	0	0	7,541
	10,036	1,103	(1,060)	10,079



Great Eastern Country Zone Minutes

Monday, 20 November 2023
Commencing at 9:36am

Shire of Kellerberrin

TABLE OF CONTENTS

- 1. Opening and Welcome 4
 - 1.1 Acknowledgement of Country..... 4
- The first item of the meeting was the conduct of elections. 4
- 2. ELECTIONS 4
 - 2.1 Elections of Chair and Deputy Chair of the Great Eastern Country Zone..... 4
 - 2.2 Elections of State Council Representatives and Deputy State Council Representatives to the Great Eastern Country Zone..... 5
 - 2.3 Election of up to three (3) Zone Executive Committee Members of the Great Eastern Country Zone 6
 - 2.4 Wheatbelt District Emergency Management Committee/ Wheatbelt Operational Area Support Group Committee of the Great Eastern Country Zone – 1 Delegate and 1 Deputy Delegate..... 6
 - 2.5 Election of the Regional Health Advocacy Representative of the Great Eastern Country Zone – 1 Delegate and 1 Deputy Delegate..... 7
- 3. Attendance and Apologies 7
- 4. Declarations of Interest..... 10
- 5. Announcements..... 10
- 6. Guest Speakers / Deputations 10
 - 6.1 Speakers for the November Zone Meeting 10
 - 2.1 Elections of the Deputy Chair of the Great Eastern Country Zone 11
 - 2.3 Election of up to three (3) Zone Executive Committee Members of the Great Eastern Country Zone 11
- 7. Members of Parliament..... 11
- 8. Agency Reports 12
 - 8.1 Department of Local Government, Sport, and Cultural Industries 12
 - 8.2 Wheatbelt Development Commission..... 12
 - 8.3 Regional Development Australia Wheatbelt..... 13
 - 8.4 Main Roads Western Australia 13
 - 8.5 Water Corporation 13
- 9. Minutes..... 13
 - 9.1 Confirmation of Minutes from the Great Eastern Country Zone meeting held on Monday 21 August 2023 13
 - 9.2 Business Arising from the Minutes from the Great Eastern Country Zone Meeting held on Monday 21 August 2023..... 13
- 10. Zone Business..... 14
 - 10.1 Wheatbelt Human Services Management Forum..... 14
 - 10.2 Wheatbelt Human Services Management Forum Representative of the Great Eastern Country Zone – 1 Delegate and 1 Deputy Delegate 14
 - 10.3 Proposed 2024 meeting dates..... 15
 - 10.7 Audited Financial Statements to 30 June 2023..... 17
- 11. Zone Reports..... 18

- 11.1 Zone President Report 18
- 11.2 Wheatbelt District Emergency Management Committee (DEMC) 18
- 11.3 Regional Health Advocacy Group..... 18
- 11.4 WALGA RoadWise..... 18
- 12. Western Australian Local Government Association (WALGA) Business 18
 - 12.1 State Councillor Report 18
 - 12.2 WALGA Status Report 20
 - 12.3 State Council Agenda Items – 6 December 2023 21
 - 12.4 WALGA President’s Report – December 2023 25
- 13. Emerging Issues..... 25
- 14. Date, Time, and Place of Next Meetings..... 26
- 15. Closure..... 26

1. Opening and Welcome

The Chair declared the meeting open at 9.36am.

1.1 Acknowledgement of Country

We, the Great Eastern Country Zone of WALGA acknowledge the Traditional Custodians of this land, and pay our respects to their Elders past, present and future.

The first item of the meeting was the conduct of elections.

2. ELECTIONS

Pursuant to the WALGA Constitution, the Secretariat assumed the Chair for conducting the election of office bearers.

Guidelines for elections were distributed to Member Councils via email dated 19 October 2023.

Nominations were asked to be submitted preferably by Wednesday, 8 November. However, nominations can still be submitted prior to the commencement of the Zone meeting and from the floor.

2.1 Elections of Chair and Deputy Chair of the Great Eastern Country Zone

The election for the Chairperson and Deputy Chairperson was conducted and the term set at two years expiring in November 2025, in line with the terms of State Council representatives and in sync with Local Government Elections.

Zone Chairperson:

The following nomination were received for the positions of Chair for 2 years, November 2023 to November 2025.

- Cr Tony Sachse Shire of Mt Marshall

No further nominations were received.

DECLARATION

That Cr Tony Sachse is declared elected as Chairperson of the of the Great Eastern Country Zone for the term of 2 years, November 2023 to November 2025.

Deputy Zone Chairperson:

No written nominations were received for the position of Deputy Chairperson. Nominations were called from the floor.

The initial nominations were received from the floor:

- Cr Mark McKenzie Shire of Merredin

Cr McKenzie was not in attendance at the meeting. On contacting Cr McKenzie, he declined the nomination.

The position was not filled.

2.2 Elections of State Council Representatives and Deputy State Council Representatives to the Great Eastern Country Zone

WALGA incorporates a 24 members State Council with its members derived from Metropolitan and Country Zones. The State Council is chaired by the Association President.

In accordance with sub-clause 9(3) of the WALGA Constitution representatives and deputy representatives to the State Council shall be elected by Zones of the Metropolitan and Country constituencies for two (2) year terms, commencing from the Ordinary Meeting of State Council in December 2021 and concluding at the Ordinary Meeting of State Council two years later.

For the Great Eastern Country Zone, there is one (1) representative position on State Council and one (1) deputy representative position. The term is from the Ordinary Meeting of State Council in December 2023 and concluding at the Ordinary Meeting of State Council in December 2025.

State Councillor:

The following written nominations were received for the position of State Council Representative:

- Cr Stephen Strange Shire of Bruce Rock

No further nominations were received.

DECLARATION

That

Cr Stephen Strange is declared elected as State Council Representative of the Great Eastern Country Zone to the State Council for the term of 2 years, December 2023 to December 2025.

Deputy State Councillor:

The following written nominations were received for the position of Deputy State Council Representative.

- Cr Stephen Strange Shire of Bruce Rock
- Cr Tony Sachse Shire of Mt Marshall

As Cr Stephen Strange was elected State Councillor, his nomination for Deputy State Councillor lapsed .

No further nominations were received.

DECLARATION

That

Cr Tony Sachse is declared elected as Deputy State Council Representative of the Great Eastern Country Zone to the State Council for the term of 2 years, December 2023 to December 2025.

We asked the elected delegates to note the following details:

WALGA will host a 'State Councillor Induction Session' on 30 November, 2023.

Further information will be e-mailed shortly.

2.3 Election of up to three (3) Zone Executive Committee Members of the Great Eastern Country Zone

Automatic Executive Committee membership will include the Zone Chair , Deputy Zone Chair and the State Council Representative.

The election for the Zone Executive Committee representatives shall be conducted and the term set at two years expiring in November 2025, in line with the terms of Zone Delegates and in sync with Local Government Elections.

Nominations for up to three Zone Executive Committee Representatives will be taken from the floor.

Should a ballot be required, nominees will be afforded the opportunity to provide a two (2) minute election bid.

Each voting delegate will be entitled to cast one (1) vote in the ballot process.
The candidates with the greater number of votes will be elected.

- Cr Mark Crees Shire of Westonia
- Cr Pippa De Lacy Shire of Nungarin
- Cr Melanie Brown Shire of Trayning

DECLARATION

That Cr Mark Creese and Cr Melanie Brown and Cr Pippa DeLacy, are declared elected as Zone Executive Committee representative for the term of 2 years, November 2023 to November 2025.

2.4 Wheatbelt District Emergency Management Committee/ Wheatbelt Operational Area Support Group Committee of the Great Eastern Country Zone – 1 Delegate and 1 Deputy Delegate

The election for the Wheatbelt District Emergency Management Committee/ Wheatbelt Operational Area Support Group Committee delegates of the Great Eastern Country Zone shall be conducted.

Delegate

Nominations were taken from the floor.

- Cr Tony Sachshe Shire of Mount Marshall

DECLARATION

That Cr Tony Sachse is declared elected as Wheatbelt District Emergency Management Committee Delegate/Wheatbelt Operational Area Support Group Committee of the Great Eastern Country Zone

Deputy Delegate

Nominations were taken from the floor.

- Cr Melanie Brown Shire of Trayning

DECLARATION

That Cr Melanie Brown is declared elected as Wheatbelt District Emergency Management Committee/ Wheatbelt Operational Area Support Group Committee Deputy Delegate of the Great Eastern Country Zone

2.5 Election of the Regional Health Advocacy Representative of the Great Eastern Country Zone – 1 Delegate and 1 Deputy Delegate

The election for the Regional Health Advocacy Representative of the Great Eastern Country Zone shall be conducted.

Delegate

Nominations were taken from the floor.

- Cr Alison Harris Shire of Cunderdin

DECLARATION

That Cr Alison Harris is declared elected as the Regional Health Advocacy Representative Delegate of the Great Eastern Country Zone.

Deputy Delegate

Nominations for the Regional Health Advocacy Representative Deputy Delegate were taken from the floor.

- Cr Ramesh (Ram) Rajagopalan Shire of Bruce Rock

DECLARATION

That Cr Ramesh (Ram) Rajagopalan is declared elected as the Regional Health Advocacy Representative Deputy Delegate of the Great Eastern Country Zone.

At the conclusion of the election process, Cr Tony Sachse assumed the Chair.

Cr Sachse congratulated all those recently elected and thanked delegates for their contribution to the Zone.

3. Attendance and Apologies

Shire of Bruce Rock

President Cr Ram Rajagopalan

Cr Stephen Strange

Mr Darren Mollenoyux, Chief Executive Officer, non-voting

Shire of Cunderdin	President Cr Alison Harris Mr Stuart Hobley, Chief Executive Officer, non-voting
Shire of Dowerin	President Cr Robert Trepp Deputy President Cr Nadine McMorran
Shire of Kellerberrin	Deputy President Cr Emily Ryan Mr Raymond Griffiths, Chief Executive Officer, non-voting
Shire of Kondinin	Mr David Burton, Chief Executive Officer, non-voting
Shire of Koorda	President Cr Jannah Stratford Ms Lana Foote, A/Chief Executive Officer, non-voting
Shire of Merredin	Deputy President Cr Renee Manning Ms Leah Boehme, Executive Manager Corporate Services, non-voting
Shire of Mount Marshall	Cr Tony Sachse Mr Ben Mckay, Chief Executive Officer, non-voting
Shire of Mukinbudin	Mr Dirk Sellenger, Chief Executive Officer, non-voting
Shire of Narembeen	President Cr Scott Stirrat Rebecca McCall, Chief Executive Officer, non-voting
Shire of Nungarin	President Cr Pippa de Lacy Mr John Merrick, A/Chief Executive Officer, non-voting
Shire of Tammin	Deputy President Cr Tanya Nicholls Ms Joanne Soderlund, Chief Executive Officer, non-voting
Shire of Trayning	President Cr Melanie Brown
Shire of Westonia	President Cr Mark Crees Deputy President Ross Della Bosca
*Shire of Wyalkatchem	President Cr Owen Garner Mr Peter Klein, Chief Executive Officer, non-voting
Shire of Yilgarn	Mr Nic Warren, Chief Executive Officer, non-voting
Guests	
Department of Fire and Emergency Services	Murray Carter, Executive Director – Rural Fire Division
Wheatbelt Development Commission	Susan Hall, A/Chief Executive Officer
Water Corporation	Rebecca Bowler, Manager Customer & Stakeholder – Goldfields & Agricultural Region

Regional Development Australia WA	Mandy Walker, Director Regional Development
Members of Parliament	Hon Mia Davies MLA, Member for Central Wheatbelt
WALGA	Daniel Thompson, Economist Naoimh Donaghy, Governance & Organisational Services Officer
Apologies	
Shire of Dowerin	Mr David Singe, Chief Executive Officer, non-voting
Shire of Kellerberrin	President Cr Matt Steber
Shire of Kondinin	President Cr Kent Mouritz Deputy President Cr Bev Gangell
Shire of Koorda	Deputy President Cr Gary Greaves
Shire of Merredin	President Cr Mark McKenzie Ms Lisa Clack, Chief Executive Officer, non-voting
Shire of Mount Marshall	Deputy President Cr Nick Gillett
Shire of Mukinbudin	President Cr Gary Shadbolt
Shire of Narembeen	Deputy President Cr Holly Cusack
Shire of Nungarin	Deputy President Cr Gary Coumbe
Shire of Tammin	Cr Nick Caffell
Shire of Trayning	Cr Michelle McHugh Ms Leanne Parola, Chief Executive Officer, non-voting
Shire of Westonia	Mr Bill Price, Chief Executive Officer, non-voting
Shire of Yilgarn	President Cr Wayne Della Bosca Deputy President Cr Bryan Close
Members of Parliament	Hon Martin Aldridge MLC, Member for Agricultural Region Hon Colin de Grussa MLC, Member for Agricultural Region Hon Steve Martin, Member for the Agricultural Region Rick Wilson MP, Federal Member for O'Connor Hon Peter Rundle MLA, Member for Roe Hon Shelley Payne MLC, Member for Agricultural Region Hon Darren West MLC, Member for Agricultural Region Hon Sandra Carr MLC, Member for Agricultural Region
Wheatbelt Development Commission	Pip Gooding, Regional Development Officer Wheatbelt South
Main Roads WA	Mohammad Siddiqui, Regional Manager Wheatbelt
Department of Local Government, Sport, & Cultural Industries	Samantha Cornwathie, Regional Manager Wheatbelt
WALGA	James McGovern, Manager Governance & Procurement Cliff Simpson, Regional Road Safety Advisor

Attachments

The following are provided as attachments to the Minutes:

1. Item 8.5 Water Corporation

[State Council Agenda 6 December](#)

4. **Declarations of Interest**

NIL

5. **Announcements**

6. **Guest Speakers / Deputations**

6.1 Speakers for the November Zone Meeting

Department of Fire and Emergency Services

Murray Carter, Executive Director, Rural Fire Division

Murray Carter attended to provide a Department of Fire and emergency Services update, relevant to the Zone.

Attachment 1 to the agenda was received by WALGA from the Department of Fire and Emergency services on Friday 27 October. This presentation, 'Road works during Total Fire Bans, Proposed regulatory changes' takes into consideration concerns raised by the Zone and brought to DFES's attention. Slides 13 through 15 outlined the conditions and benefits of these proposed changes.

Murrays presentation included the below:

- Year to date 2,030 bush fires compared to 1,400 at this time last year.
- 30% were suspicious or deliberate.
- 5% of fires have been caused by lightening.
- 10% are escaped burns.
- Staffing – 29 permanent staff plus 32 temporary staff are currently employed.
- 600 bushfire courses have been facilitated in the last 12 months with a total of 8,000 participants.
- *The Bushfire Controls Officer Forum* was in July. There were 60 attendees, 8 of which were from the Great Eastern Country Zone.
- 60 Local Governments have participated in the '*Road works during Total Fire Bans*' workshops.
- 90 Local Governments are involved in creating bushfire risk management plans with DFES. Roughly a third of Great Eastern Country Zone members are involved, three are going through the process of grant approval.

If something is inflated or ratings don't look right on the ground, please notify DFES.

Murray also took questions from the floor.

NOTED

2.1 Elections of the Deputy Chair of the Great Eastern Country Zone

Deputy Zone Chairperson:

WALGA assumed the Chair and revisited the position of Deputy Chair of the Great Eastern Country Zone

Nominations were called from the floor:

Cr Melanie Brown Shire of Trayning

DECLARATION

That Cr Melanie Brown is declared elected as Deputy Chairperson of the Great Eastern Country Zone for the term of 2 year, November 2023 to November 2025.

2.3 Election of up to three (3) Zone Executive Committee Members of the Great Eastern Country Zone

As Cr Brown was elected to the position of Deputy Chair (which automatically assumes a position on the Executive Committee) this created a vacancy on the Executive Committee.

Nominations were called from the floor:

- Cr Alison Harris Shire of Cunderdin
- Cr Renee Manning Shire of Merredin

Each voting delegate was entitled to cast one (1) vote in the ballot process.
The candidate with the greater number of votes was elected.

DECLARATION

That Cr Alison Harris is declared elected as Zone Executive Committee representative for the term of 2 years, November 2023 to November 2025.

Cr Tony Sachse assumed the role as Chair.

7. Members of Parliament

Any Members of Federal and State Government in attendance are invited to provide a brief update on matters relevant to the Zone.

- Hon Mia Davies MLA, Member for Central Wheatbelt

Presentation included:

- Firearms Act Reform public consultation – more time than is being allowed to consider the Reform proposals.
- Aboriginal Cultural Heritage Act has been replaced with the original Act with some amendments – advised Councillors to be aware of these changes.
- Live Exports
- Electoral amendment bill in terms of political donations, gifts etc

Hon Mia Davies MLA took questions from the floor.

- The Shire of Wyalkatchem enquired about nurse practitioners and aged care staffing/facilities. The Hon Mia Davies shared that Martin Aldridge MLA is currently enquiring about funds announced in 2019 for health upgrades in the region. These appear to have been redirected.
- The Shire of Bruce Rock raised concerns about the qualifications of truck drivers. The Hon Mia Davies MLA shared this is a topic of discussion within her party.

Mia congratulations new and re-elected members.

RESOLUTION:

That the Executive Committee note the 2019 health upgrade monies as a priority.

CARRIED

8. Agency Reports

8.1 Department of Local Government, Sport, and Cultural Industries

Samantha Cornthwaite, Regional Director Wheatbelt was an apology. The November 2023 report was attached.

The Shire of Kellerberrin voiced ongoing frustrations that aspects of the Audit process. Auditors are insisting on reporting that is no longer legislatively required. That the regulations are not in line with the accounting standards.

RESOLUTION:

Moved: Cr Jannah Stratford

Seconded: Cr Mark Crees

That the Executive extend an invite to Grant Robertson, Assistant Auditor General to the February meeting of the Zone.

CARRIED

8.2 Wheatbelt Development Commission

Renee Manning, Principal Regional Development Officer provided a report.

NOTED

8.3 Regional Development Australia Wheatbelt

Mandy Walker, Director Regional Development, provided a report.

Mandy announced that this will be her last Zone meeting as she will be stepping back from her role at RDAW. State Councillor Stephen Strange thanked Mandy for her wonderful contribution and passion for what she does, and all she has done for the Great Eastern Country Zone.

NOTED

8.4 Main Roads Western Australia

Mohammad Siddiqui, Regional Manager Wheatbelt, was an apology for this meeting.

RESOLUTION:

That on behalf of the Zone, WALGA enquire about the requirements for overseas heavy vehicle drivers to drive in WA, and voice the Zone's concerns about dangerous driving causing accidents in the region.

CARRIED

8.5 Water Corporation

Rebecca Bowler, Manager Customer & Stakeholder, provided a report which is now attached to the Minutes (**Attachment 1**)

NOTED

9. Minutes

9.1 Confirmation of Minutes from the Great Eastern Country Zone meeting held on Monday 21 August 2023

The Minutes of the Great Eastern Country Zone meeting held on Monday 21 August 2023 have previously been circulated to Member Councils.

RESOLUTION:

Moved: Cr Owen Garner

Seconded: Cr Mark Crees

That the minutes of the Great Eastern Country Zone meeting held on Monday 21 August 2023 be confirmed as a true and accurate record of the proceedings.

CARRIED

9.2 Business Arising from the Minutes from the Great Eastern Country Zone Meeting held on Monday 21 August 2023

NIL

10. Zone Business

10.1 Wheatbelt Human Services Management Forum

Through his association with the Wheatbelt District Emergency Management Committee and the Wheatbelt Operational Area Support Group Committee, Cr Tony Sachse has sat on the committee of the Wheatbelt Human Services Management Forum as a Local Government representative.

This Forum covers areas such as Education (e.g truancy), housing, health and other areas that Local Government can have input into

The Zone is asked to consider if a Great Eastern Country Zone representative should sit on this committee.

Cr Tony Sasche gave an overview of the forum.

RESOLUTION:

Moved: Cr Melanie Brown

Seconded: Cr Owen Garner

That the Great Eastern Country Zone appoint a representative for the Wheatbelt Human Services Management Forum.

CARRIED

10.2 Wheatbelt Human Services Management Forum Representative of the Great Eastern Country Zone – 1 Delegate and 1 Deputy Delegate

The election for the Wheatbelt Human Services Management Forum delegates of the Great Eastern Country Zone shall be conducted.

Nominations were taken from the floor.

- Cr Alison Harris Shire of Cunderdin

DECLARATION

That Cr Alison Harris is declared elected as Wheatbelt Human Services Management Forum Representative Delegate of the Great Eastern Country Zone

Deputy Delegate

Nominations were taken from the floor.

- Cr Melanie Brown Shire of Trayning

DECLARATION

That Cr Melanie Brown is declared elected as Wheatbelt Human Services Management Forum Representative Deputy Delegate of the Great Eastern Country Zone

10.3 Proposed 2024 meeting dates

Background:

Meeting dates for the Great Eastern Country Zone's Executive Committee and Zone meetings are presented for the Zone's review and acceptance.

The Executive Committee dates are 1.5 weeks prior to the Zone meeting. Zone meetings are scheduled to align with State Council meetings.

NOTICE OF MEETINGS
GREAT EASTERN COUNTRYZONE EXECUTIVE COMMITTEE 2024

Exec Comm Meeting Dates Tuesday	Time	HOST COUNCIL
6 February	Tuesday 8am	MsTeams
2 April	Tuesday 8am	MsTeams
4 June	Tuesday 8am	MsTeams
6 August	Tuesday 8am	MsTeams
5 November	Tuesday 8am	MsTeams

NOTICE OF MEETINGS
GREAT EASTERN COUNTRY ZONE 2024

Zone Meeting Dates Monday	Time	Host Council	Window for Zone meetings to occur	State Council meeting Dates 2024
19 February	Monday 9.30 am	Merredin	Thursday 15 – Monday 26 February	Wednesday 6 March
15 April	Tuesday 9.30 am	Kellerberrin	Thursday 11 – Monday 22 April	Wednesday 1 May
17 June	Monday 9.30 am	Merredin	Thursday 13 – Monday 24 June	Wednesday 3 July
19 August	Monday 9.30 am	Kellerberrin	Thursday 15 – Monday 26 August	Regional Meeting 5-6 September
18 November	Monday 9.30 am	Merredin	Thursday 14 – Monday 25 November	Wednesday 4 December

RESOLUTION:

That the Executive assess the possibility of holding the Great Eastern Country Zone meetings on a day other than a Monday that will facilitate most Ordinary Council meetings of the Members.

CARRIED

10.4 Financial Report for the Period Ended 30 September 2023

Background:

Presenting the Financial Report for the three months ended 30 September 2023.

Consistent with accrual accounting, this includes the Profit and Loss Statement reporting income and expenses for the year to date against budget. Also provided is the Zone's Balance Sheet as at 30 September 2023.

Comments:

Balance Sheet

Attachment 6 was the Balance Sheet as at 30 September 2023, this shows cash and investments at the bank with a total of \$215,690. This includes \$180,000 invested in a Term Deposit, the remainder of the funds are available for use at short notice if required.

The accrual of \$2,100 relates to the audit fee accrual for the 30 June 2023 audit. This will be paid in October.

Net assets are \$213,590, representing the Zone's equity.

Profit and Loss Statement

Attachment 7 was the Profit and Loss Statement for the 3 months to 30 September 2023. The result is a surplus of \$23,505, which compares favourably to the budgeted full-year deficit of \$13,140.

Membership subscriptions for the 2023-24 financial year were invoiced in September. As of 25th October, all 16 members have paid their invoices and therefore, no invoices remain outstanding.

Interest is accruing at a rate of 5.1% on the term deposit.

Moved: Cr Alison Harris

Seconded: Cr Scott Stiratt

RESOLUTION

That the Profit and Loss Statement and Balance Sheet at 30 September 2023 be received.

CARRIED

10.5 List of Accounts Paid

Date	Payee	Purpose	Amount (Incl GST)
24/07/2023	Up2Date Accounting	bookkeeping service for June	\$231.00
14/08/2023	Committee members	Direct Credit 301500 - CommBiz GECZHonorarium2223	\$1,100.00
22/08/2023	Up2Date Accounting	fees for July23	\$594.00
23/08/2023	Merredin Regional Community and Leisure Centre	21/8 GECZ meeting - catering	\$1,679.76
		Total	\$3,604.76

Moved: Cr Melanie Brown
Seconded: Cr Jannah Stratford

RESOLUTION

That the Accounts Paid for the period 1 July 2023 to 30 September 2023 totalling \$3,604.76 be approved.

CARRIED

10.6 Closure of Westpac Bank accounts

The zone's two bank accounts with Westpac closed down as the balance was \$0. All funds have been transferred to WALGA bank accounts including preserving the term deposit as a separate deposit with CBA.

In order to close down the Westpac bank accounts, a letter requesting closure was provided to the bank. This letter needed to be signed by 2 existing authorised signatories – Tim Lane & Cr Stephen Strange.

This process was completed in October 2023.

NOTED

10.7 Audited Financial Statements to 30 June 2023

The audit of the financials for 2022-23 is complete & the audit report was signed off on the 19th of October 2023. A copy of the audited financial statements was attached as Attachment 8.

RESOLUTION

Moved: Cr Robert Trepp
Seconded: Cr Alison Harris

That the Zone endorse the audited annual financial statements for the year ended 30 June 2023

CARRIED

11. Zone Reports

11.1 Zone President Report

There was no report.

NOTED

11.2 Wheatbelt District Emergency Management Committee (DEMC)

President Cr Tony Sachse shared the last meeting was on 19th October. A report will be prepared for the next meeting of the Zone.

NOTED

11.3 Regional Health Advocacy Group

Cr Alison Harris provided a report.

RESOLUTION

**Moved: Cr Pippa De Lacy
Seconded: Cr Emily Ryan**

That the Regional Health Advocacy Report be received.

CARRIED

11.4 WALGA RoadWise

Cliff Simpson, Road Safety Advisor, was an apology for this meeting, however provided a written report with the Agenda.

NOTED

12. Western Australian Local Government Association (WALGA) Business

12.1 State Councillor Report

State Councillor Stephen Strange

- Cr Strange gave a brief overview of the regional State Council meeting held in September. This meeting including presentations from other Zones. Cr Strange stated he is very proud of the progress of the Great Eastern Country Zone.
- Cr Strange spoke to the recent Local Government elections and how WALGA are on the front foot for initiating change that will streamline the process for the next election.
- The WALGA Convention had a great number of registrations, however the number of people in the room for guest speakers was embarrassing. Respect should be shown to those people giving their time to us. He also congratulated all those who received accolades at the Convention and suggested these presentations should happen at a different time of the next Convention. Cr Strange suggested the Zones have input into the programming of the Convention.



Zone discussion in relation to the venue led to the following resolution:

RESOLUTION

Moved: Cr Mark Crees

Seconded: Cr Stephen Strange

That the 2024 WALGA Convention be hosted by the Perth Convention Exhibition Centre.

CARRIED

RESOLUTION

Moved: Cr Jannah Stratford

Seconded: Cr Mark Crees

That the State Councillor Report be received.

CARRIED

12.2 WALGA Status Report

COMPLETE ZONE STATUS REPORT November 2023

Zone	Agenda Item	Zone Resolution	WALGA Response	Update	WALGA Contact
Grt Eastern C	20 June 2023 Zone Agenda Item 10.2 – Aboriginal Cultural Heritage Act 2021 – Aboriginal Cultural Heritage Act Update	<p>That the Great Eastern Country Zone:</p> <ol style="list-style-type: none"> 1. request the Department of Planning Lands and Heritage (DPLH) to provide information on the cost to Local Governments and to fund implementation of the regulations. 2. request WALGA to collate the information on the impacts/anticipated costs to Local Governments of the Aboriginal Cultural Heritage Act 2021 and the implementation of the Regulations. 3. writes urgently to DPLH to raise concerns the community feedback from the Wheatbelt Community Forum on the Aboriginal Cultural Heritage Act 2021, held in Morredin on 19 June 2023 needs to be addressed urgently. Key concerns include: <ol style="list-style-type: none"> a. Further details and guidance is needed to understand how decision-making criteria should be applied, and the consultation process with the LACHs (Local Aboriginal Cultural Heritage Services). b. Traditional Owners raised concerns about who can talk for County in the Eastern Wheatbelt, calling on communities and Shires for their support for an additional LACH to be endorsed for our area. As the Act will be in effect within weeks, this is something that urgently need consideration by the Government and Minister. c. Based on the above, WALGA State Council advocate for a delay in the implementation of the Aboriginal Cultural Heritage Act 2021 until such time as all affected stakeholders are satisfied. 	<p>The Aboriginal Cultural Heritage Act (2021) is to be repealed and the amended Aboriginal Heritage Act (1972) is to be reintroduced.</p> <p>WALGA continues to advocate for Local Government exemption for costs associated with compliance with the Aboriginal Heritage legislation, in particular the fees payable for section 18 applications.</p>	August 2023	Nicole Matthews Executive Manager Policy nmatthews@walga.asn.au 9243 2039

RESOLUTION:

That the November Status Report be deleted – no longer relevant.

CARRIED

12.3 State Council Agenda Items – 6 December 2023

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 6 December](#)

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

7.1 2023 Annual General Meeting Resolutions

That:

1. the following resolutions from the 2023 WALGA Annual General Meeting be referred to the People and Place Policy Team for further work to be undertaken:

- 5.1 Local Governments' representation at the State Administrative Tribunal relating to planning matters within its district

That WALGA lobby the State Government for legislative reform to enable Local Governments the automatic right to be a represented party at all State Administrative Tribunal hearings related to planning matters within its district.

- 5.2 Land Use Policy

That WALGA establish and promote policies to protect and prioritise the preservation of agricultural land against its displacement by non-agricultural activities that lead to a net reduction of the State's productive agricultural land.

- 5.4 Regional and Remote Housing

That WALGA advocates to the WA State and Commonwealth Governments to address the dire shortage of affordable key worker family housing options in regional and remote towns to encourage families to live and work in regional and remote towns. Social housing is addressed at both the State and Federal levels.

State Council notes that the following resolution is being considered in Agenda item 7.2 of this meeting Agenda:

- 5.3 Transparency – Management Order Determinations

That WALGA:

1. Advocates for Department of Planning, Lands and Heritage to consult and collaborate with Local Governments in reviewing and publishing its policies, decision making criteria, guidelines and procedures associated with the administration of management orders;

2. Ensure the review recognises the cost burden on local governments in managing reserves and options for supporting local governments in meeting that responsibility; and
3. Calls for proactive consultation and advice to Local Government management bodies.

7.2 Advocacy Position – Crown Land and Management Order Administration – Land Administration Act 1997

That WALGA endorse the below Advocacy Position:

Crown Land and Management Order Administration - Land Administration Act 1997

WALGA advocates to the Department of Planning, Lands and Heritage (DPLH) to:

1. Apply the following principles when dealing with matters affecting Local Government's role in managing Crown land:
 - a. Local Government is an equal partner with State Government in managing, developing and administration of Crown land for community benefit.
 - b. Local Government should be provided timely advice and consulted where State Government proposals impact management of or investment in Crown land.
 - c. Ensure timely communication with Local Government where DPLH intends to challenge an intention to levy leasing or land use revenues under a power to lease arrangement.
 - d. Decision-making criteria, policy and procedure transparency contributes to whole of government efficiency, effectiveness and accountability.
2. Publish the policies and procedures that underpin decision making regarding:
 - a. Establishing, varying or revoking management orders.
 - b. Leasing Crown land or facilities, subject to a management order.
 - c. Decision review where a management body or proponent lessee is dissatisfied with a decision or process.

7.3 Review of Public Open Space Advocacy Positions

That WALGA endorse:

1. the deletion of Advocacy Position 4.3 Water Management;
2. the deletion of Advocacy Position 4.4 Public Open Space; and
3. new Advocacy Position 6.11 Public Open Space as follows:

6.11 Public Open Space

New subdivisions and developments should provide appropriate Public Open Space (POS) or POS contributions to provide environmental benefits and meet the needs of the community.

The State Government should take a leadership role in the strategic planning of POS, in consultation with Local Government, including:

1. Reviewing the requirement for a minimum 10 per cent of all new residential land to be provided as POS to determine if this metric is still appropriate.
2. Developing a 10+ year regional level sporting facilities plan to identify and prioritise gaps in regional sporting facilities and acquire and fund regional open spaces, specifically sporting facilities, in a timely manner to align with population growth.
3. Developing contemporary legislative and policy mechanisms to ensure that:
 - a. POS design and delivery:

- i. appropriately allocates different POS uses and purposes, balancing environmental, recreational, sporting and community needs.
 - ii. does not have its use impeded by drainage and utilities facilities.
 - iii. is accessible and appropriately distributed.
 - iv. is cost effective to enable sustainable maintenance and replacement by Local Government.
 - v. is responsive to urban ecology, regional climatic conditions, and climate change.
 - vi. considers water requirements and availability as a priority, includes water sensitive urban design principles, and prioritises water allocations for the irrigation and maintenance of functional active recreational and sport facilities.
- b. POS cash in lieu contributions are equitable, transparent, and simplified by:
 - i. streamlining the process to collect and expend cash in lieu contributions by delegating functions to Local Government.
 - ii. broadening how cash in lieu funds can be spent to include works beyond the current scope.
 - iii. allowing for the collection of cash in lieu contributions at development application stage and for all forms of subdivision, including two lot subdivisions or developments.
 - iv. investigating the option of a standard fixed rate contribution fee per lot or dwelling when contributions are intended for public open space upgrades.
- 4. Providing guidance documents and support to assist Local Governments with their strategic POS planning.

7.4 2024 Salaries and Allowances Tribunal Remuneration Inquiry for Local Government Chief Executive Officers and Elected Members

That WALGA endorse the submission to the 2024 Salaries and Allowances Tribunal Remuneration Inquiry for Local Government Chief Executive Officers and Elected Members.

7.5 Household Hazardous Waste Policy Statement and Advocacy Position

That WALGA:

1. Rescind the 2003 WALGA Household Hazardous Waste Policy Statement and Advocacy Position 7.10 Household Hazardous Waste; and
2. Endorse a new Household Hazardous Waste Policy Statement and Advocacy Position as follows:

7.10 Household Hazardous Waste

1. Household Hazardous Waste (HHW) is a small but significant component of the waste stream which requires specialised management strategies to protect human health, property and the environment.
2. This requires:
 - a. Effective Product Stewardship for all HHW; and
 - b. The maintenance and expansion of the HHW Program, funded by the State Government and Product Stewardship Schemes, to provide for the management of HHW collected from the community by Local Government.

7.6 Waste Education Policy Statement and Advocacy Position

That WALGA:

1. Rescind the existing WALGA Waste Management Education Policy Statement 2008 and Advocacy Position 7.8 Waste Management Education; and
2. Endorse a revised WALGA Waste Education Policy Statement 2023 and Advocacy Position as follows:

1. Waste education is essential part of waste management that empowers the community to engage in waste avoidance, reuse and recovery, and to use services correctly.
2. Effective waste education requires:
 - a. Consistent communications by all stakeholders to ensure messages are clear and the community has confidence in the information provided.
 - b. A strategic and long-term investment from the State Government, with funding mechanisms in place to support and enable collaboration between Local Governments and Regional Councils.
 - c. Recognition of waste education in the definition of 'waste service' in the Waste Avoidance and Resource Recovery Act 2007, in order to allow a charge for waste education as part of the waste service charge.
 - d. Identification of priority problematic materials within the waste stream and ongoing advocacy for evidence based alternative approaches.

7.7 Submission E-Waste Landfill Ban Regulations

That WALGA endorse the Submission on the Waste Avoidance and Resource Recovery (e-waste) Regulations 2023.

7.8 Submission on Philanthropic Engagement Framework for Emergency Management

That WALGA endorse the submission to the State Emergency Management Committee on the Draft Philanthropic Engagement Framework for Emergency Management.

7.9 Submission to the WA Action Plan for Young People Consultation Paper

That WALGA endorse the submission to the WA Action Plan for Young People Consultation Paper.

POLICY TEAM AND COMMITTEE REPORTS

- 8.1 Environment and Waste Policy Team Report
- 8.2 Governance and Organisational Services Policy Team Report
- 8.3 Infrastructure Policy Team Report
- 8.4 People and Place Policy Team Report
- 8.5 Municipal Waste Advisory Council (MWAC) Report

MATTERS FOR NOTING / INFORMATION

- 9.1 Planning and Development Amendment Bill 2023 and Associated Regulations and Guidelines
- 9.2 WALGA Emergency Management Survey 2023
- 9.3 WALGA Submission on Aboriginal Cultural Heritage Legislation dated 26 September 2023 and Update
- 9.4 Legal Response to the Local Government Approaches to Tree Retention Issues Paper
- 9.5 Flying Minute: Submission to the Review of the Main Roads Pedestrian Crossing Facilities Guidelines
- 9.6 Flying Minute – Draft Operational Policy 2.3: Planning for Public Open Space
- 9.7 Flying Minute – Submission on Independent Review of Commonwealth Disaster Funding Arrangements
- 9.8 Flying Minute – Objection to the 2023 WA Electoral Distribution Commission Proposed Boundaries
- 9.9 Flying Minute: Submission on the Exposure Draft of the Recycling and Waste Reduction (Export – Paper and Cardboard) Rules 202396
- 9.10 Flying Minute: Submission on National Asbestos Strategic Plan

- 9.11 Flying Minute: Draft Code of Practice for On-Site Wastewater Disposal
- 9.12 Flying Minute – 2024-25 WALGA State Budget Submission

RESOLUTION

Moved: Cr Alison Harris
Seconded: Cr Owen Garner

That the Great Eastern Country Zone:

1. Supports all Matters for Decision as listed above in the December 2023 State Council Agenda; and
2. Notes all Matters for Noting, Policy Team and Committee Reports and Organisational Reports as listed in the December 2023 State Council Agenda.

CARRIED

12.4 WALGA President's Report – December 2023

The WALGA President's Report WAS attached to the agenda.

RESOLUTION

Moved: Cr Ram Rajagopalan
Seconded: Cr Tanya Nicholls

That the Great Eastern Country Zone notes the WALGA President's Report.

CARRIED

13. Emerging Issues

- 13.1 Cr Alison Harris raising concerns in relation to lights on train carriages. It was agreed that this be a topic of interest for the Executive Committee, to advocate for the lighting of carriages on the rail network.

NOTED

- 13.2 The Shire of Mukinbudin referred to communications from Telstra stating that 3G coverage will be turned off on 30 June 2024 without reference to filling the gaps in coverage when that happens. Update to be provided to future Zone meeting.

NOTED

- 13.3 Cr Alison Harris brought a Medicare item forward, that Medicare are proposing that the rebate will not be offered for first consultations with speciality doctors. This item will be brought to the Executive Committee.

NOTED

- 13.4 WALGA were asked to remind Local Governments of the Zone Training Rebate allocated in the 2023/2024 Zone Budget. This matter was discussed at the June 2023 Executive Committee meeting and will be actioned by the Zone Executive.

NOTED

14. Date, Time, and Place of Next Meetings

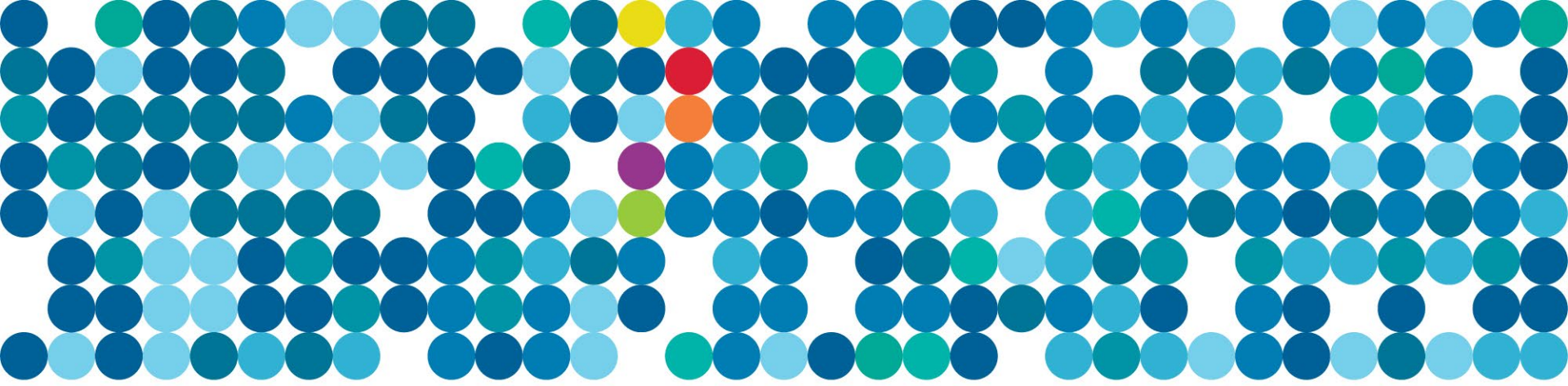
As resolved in item 10.3;

That the Executive assess the possibility of holding the Great Eastern Country Zone meetings on a day other than a Monday that will facilitate most Ordinary Council meetings of the Members.

Once agreed, notification will be sent to all Zone Members.

15. Closure

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



Great Eastern Country Zone

20 November 2023

Rebecca Bowler

Manager- Customer & Stakeholder

Goldfields & Agricultural Region

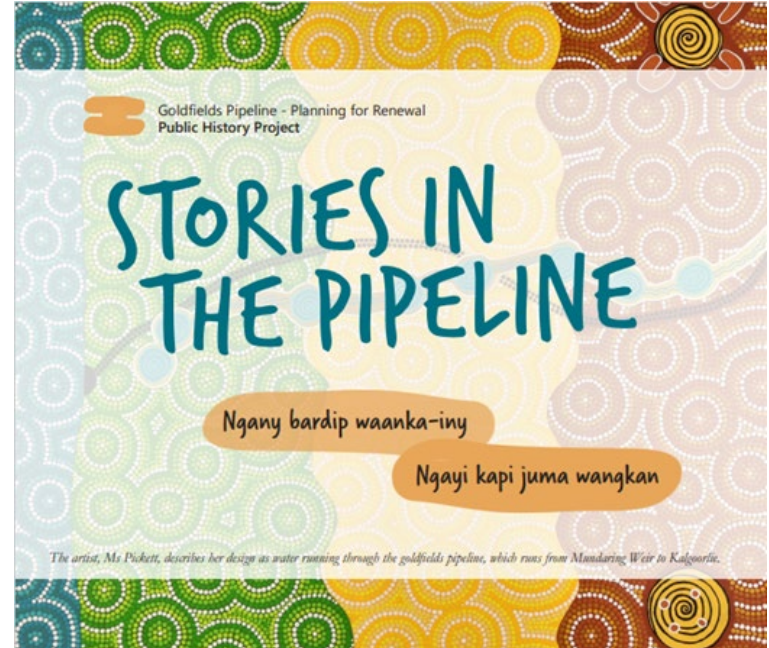
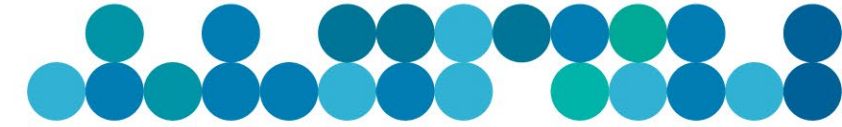
0409 293 618

Think climate change.
Be waterwise.



Goldfields Pipeline Heritage Project - Update

- Stories in the pipeline completed community engagement in October '23
- Heritage Management Plan and Interpretation strategy currently being finalised
- Stakeholders inc. LGAs, comment period first half of 2024



Ghooli ACM Remediation update

- Workers cottages removed
- Found new deposits= slight delay
- Works scheduled for completion end of Feb '24



Farmlands pipeline renewal program

- Water Corporation currently has six local and seven Aboriginal contractors (3 Joint Ventures) bidding for Farmlands Projects.
- Packages of work are prioritised based on water quality and asset related risk factors.
- The current stage (9) is currently on track with:
 - Two packages of work completed : Kellerberrin Shire and Wyalkatchem Shire;
 - Two packages of work currently in construction : Northam Shire and Koorda Shire; and
 - Two contracts still to be awarded

4



- The Business Case for Stage 10 has been completed and submitted and will be ready for delivery in the 2024-2025 financial year.
- Stage 10 works in the Shires of : Wongan-Ballidu, Mukinbudin, Kellerberrin, Cunderdin and Merredin.
- Stage 10 will be the final stage in this five year program of replacement works.
- The next five year program is currently being developed with the pipeline earmarked for replacement being prioritised accordingly.
- Water Corporation is pleased to have coached and upskilled local contractors to better enable their successful bid for other government and local authority work.

Think climate change.
Be waterwise.



LGAs

vital role in understanding GAWS demand

- Important to understand development requirements in a changing “climate”
- Infrastructure investment decisions in-part driven by “high likelihood” scheme demand
- LGAs are the “first touch” in development application process
- Please send them our way... “turn aspirations into applications/service enquiries”

5



Please direct all development enquiries to Development Services:

<https://www.watercorporation.com.au/Developing-and-building/Subdividing/Request-servicing-advice>



Message(s) for BuilderNet Users:

- Have you carefully read and fully understood our [Residential Guidelines for Designers](#) and the plans obtained from [Dial before You Dig](#) and any other information provided to ensure that your building or construction activities do not damage our pipelines?
- The Water Corporation reserves the right to recover from the applicant the cost of any damages, costs or losses associated with misinformation provided within your application
- It is important that the estimated completion date supplied by you is as accurate as possible. We appreciate your cooperation.
- To minimise the risk of your session timing out before completing your application, please have your documents ready for attaching e.g. site and floor plans, pile details, hydraulic plans, trade waste, fire service, and additional service
- Need Help? We now have instructional videos that may assist you in using BuilderNet. Please follow this [link](#) to view these videos.

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Questions?

0409 293 618



WEROC Inc. Board Meeting MINUTES

Wednesday 29 November 2023

Shire of Bruce Rock Council Chambers
Johnson Street

WEROC Inc. | Incorporating the Shires of Bruce Rock, Kellerberrin, Merredin, Tammin, Westonia and Yilgarn

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CONTENTS

1.	OPENING AND ANNOUNCEMENTS.....	3
2.	RECORD OF ATTENDANCE AND APOLOGIES.....	3
2.1	Attendance.....	3
2.2	Apologies.....	3
2.3	Guests.....	3
3.	DECLARATIONS OF INTEREST	3
4.	PRESENTATIONS	4
5.	MINUTES OF MEETINGS	4
5.1	Minutes of the WEROC Inc. Board Meeting held on Monday 4 September 2023.....	4
5.2	Business Arising – Status Report	4
6.	WEROC INC. FINANCE	5
6.1	WEROC Inc. Financial Report as of 31 October 2023	5
6.2	Income, Expenditure & Balance Sheet	7
7.	MATTERS FOR DECISION	8
7.1	Contract Review – Executive Officer Services	8
7.2	Appointment of Signatories to the WEROC Inc. Bank Account	9
7.3	WEROC Futures Discussion	10
7.4	WEROC Drive Trail.....	12
7.5	Wheatbelt Medical Student Immersion Program 2024	13
8.	PROJECT UPDATES	14
8.1	Corella Management Coordinator.....	14
8.2	Town Team Movement	15
8.3	Co-Operative Marketing Activity	16
8.4	WEROC Housing Analysis	17
8.5	Wheatbelt Tourism Destination Development Working Group	17
9.	EMERGING ISSUES.....	17
9.1	Lotterywest Funding.....	17
9.2	Local Government Reform.....	18
9.3	Utility Providers & Local Government Rights.....	18
10.	OTHER MATTERS (FOR NOTING)	18
10.1	Regional Precincts & Partnerships Program (rPPP)	18
10.2	Housing Supply Unit	18
10.3	Better Delivery of Telecommunications Universal Voice Services	18
11.	FUTURE MEETINGS	19
12.	CLOSURE	20

WEROC Inc.

Wheatbelt East Regional Organisation of Councils Inc.

Shires of Bruce Rock, Kellerberrin, Merredin, Tammin, Westonia, Yilgarn

MINUTES

Minutes of the General Meeting held in Bruce Rock on Wednesday 29 November 2023.

1. OPENING AND ANNOUNCEMENTS

Ms. Renee Manning as the newly appointed Chair of WEROC Inc., welcomed Members of the Board and opened the meeting at 9.50am. Ms. Manning provided a brief introduction and asked other new Members to do the same.

2. RECORD OF ATTENDANCE AND APOLOGIES

2.1 Attendance

Ms. Emily Ryan

Mr. Mark Crees

Mr. Wayne Della Bosca

Mr. Raymond Griffiths

Ms. Renee Manning (Chair)

Mr. Darren Mollenoyux

Mr. Bill Price

Mr. Ramesh Rajagopalan

Ms. Joanne Soderlund

Ms. Charmaine Thomson (Deputy Chair)

Mr. Nic Warren

Ms. Codi Mullen, proxy and voting delegate for Ms. Lisa Clack

Ms. Rebekah Burges, Executive Officer

2.2 Apologies

Ms. Lisa Clack

2.3 Guests

Nil

3. DECLARATIONS OF INTEREST

As per Clause 42 of the Associations Incorporation Act 2015, "a member of the management committee of an incorporated association who has a material personal interest in a matter being considered at a management committee meeting must, as soon as the member becomes aware of the interest, disclose the nature and extent of the interest to the management committee".

Name	Agenda Item / Initiative	Disclosure
------	--------------------------	------------

Rebekah Burges	7.1 Executive Officer Services Contract Review	Ms. Rebekah Burges declares an interest in this matter as an employee of 150 Square, who currently hold the contract for WEROC Executive Services and are applying for an extension of this contract.
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4. PRESENTATIONS

Nil

5. MINUTES OF MEETINGS

5.1 Minutes of the WEROC Inc. Board Meeting held on Monday 4 September 2023

Minutes of the WEROC Inc. Board Meeting held in Merredin on Monday 4 September 2023 have previously been circulated.

Recommendation:

That the Minutes of the WEROC Inc. Meeting held in Merredin on Monday 4 September 2023 be confirmed as a true and correct record.

RESOLUTION:

Moved: Mr. Darren Mollenoyux

Seconded: Ms. Emily Ryan

That the Minutes of the WEROC Inc. Meeting held in Merredin on Monday 4 September 2023 be confirmed as a true and correct record.

CARRIED

5.2 Business Arising – Status Report

Actions Arising from the WEROC Inc. Board Meeting held on 4 September 2023.

Agenda Item	Action(s)	Status
7.1 WEROC Housing Analysis	<ol style="list-style-type: none"> 1) Shires to review the base level data provided by WDC and provide feedback to the Executive Officer by the end of September. 2) Executive Officer to collate the data into one document and then arrange a meeting with Mr. Alex MacKenzie to discuss the findings and next steps. 3) Executive Officer to source quotes from the consultants who assisted the 4WDL group and who are now working with AROC. 	<p>The Executive Officer has received feedback on the base level housing data from the Shire’s of Bruce Rock, Kellerberrin, Tammin, Yilgarn and Westonia. This data along with some additional online housing market data was collated into a single document which was forwarded to Mr. Alex MacKenzie.</p> <p>The Executive Officer met with Mr. MacKenzie via videoconference on 23 October to discuss next steps. Please refer to Agenda item 8.4 for further information.</p>
7.2 WEROC Economic Futures	Advise the Wheatbelt Development Commission that we would like their assistance	The Executive Officer met with Ms. Renee Manning, Mr. Grant Arthur and Ms. Milla Harris on 9 November 2023 to discuss the best approach to the economic futures discussion

	in progressing the WEROC Economic Futures discussion.	for WEROC. Please refer to Agenda item 7.3 for further information.
7.3 WEROC Drive Trail	<p>1) Shires to review the draft itinerary and provide feedback to the Executive Officer by the end of September.</p> <p>2) The Executive Officer to finalise the design for the drive trail sign, with the assistance of a graphic designer.</p>	The final draft of the WEROC drive trail planner has been completed and is presented for endorsement. Graphic design quotes have been sourced for the signage and are presented for discussion. Please refer to Agenda item 7.4 for further information.
7.4 WEROC Bank Account Review	Establish a Term Deposit with \$100,000 locked in for a 12-month term.	A Term Deposit was established. The renewal date is 8 September 2024.

Recommendation:

That the status report be received.

RESOLUTION:

Moved: Ms. Joanne Soderlund

Seconded: Ms. Emily Ryan

That the status report be received.

CARRIED

6. WEROC INC. FINANCE

6.1 WEROC Inc. Financial Report as of 31 October 2023

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose.

Date: 1 November 2023

Attachments: Nil

Voting Requirement: Simple Majority

At the WEROC Inc. Board Meeting held on 26 April 2023 the budget for the financial year commencing 1 July 2023 and ending 30 June 2024 was adopted. The approved Budget 2023-24 is used as the basis for the financial report.

An explanation for each of the notations on the financial report is provided below.

Note 1	Annual Financial contributions paid by Member Local Governments.
Note 2	GST received
Note 3	GST refund for Q4 BAS 2022-23
Note 4	Executive Officer services
Note 5	Executive Officer travel to Board and other meetings
Note 6	Monthly subscription fee for Xero accounting software
Note 7	Payment to Audit Partners Australia for completing the audit of WEROC finances for the 2022-23 financial year

Note 8	Payment to the Shire of Merredin for the Central Wheatbelt Visitor Centre mail out service and a part-payment to Flat Earth Mapping for the design of the WEROC Drive Trail map.
Note 9	Payment to PWD for the 12-month website hosting fee
Note 10	Payments to Local Community Insurance Services for insurances for WEROC Inc. including workers compensation, Cyber insurance, Public and Products Liability, Associations and Officials Liability and Personal Accident – Volunteer Workers.
Note 11	Transfer to Term Deposit.
Note 12	GST paid
Note 13	Actual expenditure exceeds total budgeted expenditure for the financial year because of the unbudgeted transfer of funds to a Term Deposit.

WEROC Inc.
ABN 28 416 957 824
1 July 2023 to 30 June 2024

		Budget 2023/2024	Actual to 31/10/2023	Notes
INCOME				
0501	General Subscriptions	\$72,000.00	\$72,000.00	1
504.01	Consultancy & Project Reserve	\$0.00	\$0.00	
0575	Interest received	\$0.00	\$0.00	
584	Other Income	\$0.00	\$0.00	
	GST Output Tax	\$7,200.00	\$7,200.00	2
	GST Refunds	\$5,083.15	\$917.00	3
Total Receipts		\$84,283.15	\$80,117.00	
EXPENSES				
1545	Bank Fees & Charges	\$0.00	\$0.00	
1661.01	WEROC Inc. Executive Services	\$34,500.00	\$9,973.63	4
1661.02	Executive Officer Travel and Accommodation	\$1,000.00	\$77.00	5
1661.03	WEROC Executive Officer Recruitment	\$1,000.00	\$420.00	
1687	WEROC Financial Services Accounting	\$1,000.00	\$272.72	6
1687.03	WEROC Financial Services Audit	\$1,050.00	\$982.00	7
1585	WEROC Consultant Expenses	\$60,000.00	\$1,977.23	8
1850	WEROC Management of WEROC App & Website	\$420.00	\$420.00	9
1801	WEROC Meeting Expenses	\$500.00	\$0.00	
1851	WEROC Insurance	\$6,300.00	\$5,953.61	10
1852	WEROC Legal Expenses	\$2,000.00	\$0.00	
1853	WEROC Incorporation Expenses	\$0.00	\$0.00	
1854	Transfer to Term Deposit	\$0.00	\$100,000.00	11
1930	WEROC Sundry	\$300.00	\$0.00	
3384	GST Input Tax	\$10,807.00	\$1,637.02	12
	ATO Payments	\$2,393.33	\$0.00	

Total Payments	\$121,270.33	\$121,713.21	13
Net Position	-\$36,987.18	-\$41,596.21	
OPENING CASH 1 July	\$181,216.58	\$181,083.80	
CASH BALANCE	\$144,229.39	\$139,487.59	

Recommendation:

That the WEROC Inc. financial report for the period 1 August 2023 to 31 October 2023, be received.

RESOLUTION:

Moved: Mr. Wayne Della Bosca

Seconded: Ms. Emily Ryan

That the WEROC Inc. financial report for the period 1 August 2023 to 31 October 2023, be received.

CARRIED

6.2 Income, Expenditure & Balance Sheet

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose.

Date: 1 November 2023

Attachments: Nil

Voting Requirement: Simple Majority

A summary of income and expenditure for the period 1 August 2023 to 31 October 2023 is provided below.

Date	Description	Credit	Debit	Running Balance
Opening Balance		183,746.30		
01 Aug 2023	Audit Partners Australia	0.00	1,080.20	243,905.10
07 Aug 2023	150 Square Pty Ltd	0.00	2,662.50	241,242.60
16 Aug 2023	Shire of Kellerberrin	13,200.00	0.00	254,442.60
23 Aug 2023	Local Community Insurance Services	0.00	2,168.49	252,274.11
23 Aug 2023	Local Community Insurance Services	0.00	895.57	251,378.54
23 Aug 2023	Local Community Insurance Services	0.00	3,164.00	248,214.54
11 Sep 2023	WEROC Inc. Term Deposit	0.00	100,000.00	148,214.54
11 Sep 2023	150 Square Pty Ltd	0.00	2,662.50	145,552.04
13 Sep 2023	Flat Earth Mapping Pty Ltd	0.00	1,856.25	143,695.79
09 Oct 2023	150 Square Pty Ltd	0.00	3,427.50	140,268.29
09 Oct 2023	Shire of Merredin	0.00	318.70	139,949.59
31 Oct 2023	PWD Australia	0.00	462.00	139,487.59
TOTAL		13,200.00	118,697.71	139,487.59
Closing Balance		139,487.59		

Balance Sheet

Wheatbelt East Regional Organisation of Councils Inc As at 31 October 2023

31 OCT 2023

Assets

Bank

Term Deposit	100,000.00
Westpac Community Solution One	139,487.59
Total Bank	239,487.59

Total Assets 239,487.59

Liabilities

Current Liabilities

Accounts Payable	5,908.00
GST	3,823.97
Total Current Liabilities	9,731.97

Non-current Liabilities

GST Clearing	(4,178.00)
Total Non-current Liabilities	(4,178.00)

Total Liabilities 5,553.97

Net Assets 233,933.62

Equity

Current Year Earnings	51,923.81
Retained Earnings	182,009.81
Total Equity	233,933.62

Recommendation:

That the WEROC Inc. summary of income and expenditure for the period 1 August 2023 to 31 October 2023 be received.

That the Accounts Paid by WEROC Inc. for the period 1 August 2023 to 31 October 2023 totalling \$118,697.71 be approved.

That the Balance Sheet as of 31 October 2023 be noted.

RESOLUTION:

Moved: Mr. Bill Price

Seconded: Mr. Ramesh Rajagopalan

That the WEROC Inc. summary of income and expenditure for the period 1 August 2023 to 31 October 2023 be received.

That the Accounts Paid by WEROC Inc. for the period 1 August 2023 to 31 October 2023 totalling \$118,697.71 be approved.

That the Balance Sheet as of 31 October 2023 be noted.

CARRIED

7. MATTERS FOR DECISION

7.1 Contract Review – Executive Officer Services

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: As noted in Agenda item 3.

Date: 15 November 2023
Attachments: Attachment 1: WEROC EO Quote 2024-26
Consultation: 150 Square Strategic Solutions
Financial Implications: As per attached quote
Voting Requirement: Simple Majority

Background:

The provision of Executive Services to the WEROC Inc. Board is outsourced to a consultant on a fixed term basis. The current contract for delivery of Executive Services is held by 150 Square Strategic Solutions with a term expiring on 28 February 2024.

Executive Officer Comment:

On Tuesday 14 November 2023, the Executive Officer met with the current Chair and CEO of WEROC Inc., Ms. Emily Ryan and Mr. Raymond Griffiths as well as the incoming Chair and CEO, Ms. Renee Manning, and Ms. Lisa Clack, to participate in a review of the delivery of the contract for WEROC Executive Services since February 2022 and to consider a proposal for the extension of this contract for a further two years.

It may be appropriate for the Executive Officer to leave the room and for those Board Members who participated in the meeting to provide an overview of the discussion.

Recommendation:

That the Board accept the proposal from 150 Square Strategic Solutions for the delivery of Executive Services for the period 28 February 2024 to 28 February 2026.

RESOLUTION: **Moved:** Mr. Ramesh Rajagopalan **Seconded:** Ms. Charmaine Thomson

That the Board accept the proposal from 150 Square Strategic Solutions for the delivery of Executive Services for the period 28 February 2024 to 28 February 2026.

CARRIED

7.2 Appointment of Signatories to the WEROC Inc. Bank Account

Author: Rebekah Burges, Executive Officer
Disclosure of Interest: No interest to disclose.
Date: 1 November 2023
Attachments: Nil
Consultation: Nil
Financial Implications: Nil
Voting Requirement: Simple Majority

Background:

WEROC Inc. holds a Community Solutions One account with Westpac Bank, into which all funds are deposited and from which all accounts are paid. Two signatories are required for any outgoing payment to be processed.

WEROC Inc. also hold a Term Deposit account with Westpac Bank. The current interest rate is 4.85% and the renewal date is 8 September 2024.

The current signatories to the Westpac accounts are Rebekah Burges (administrator, approver), Mr. Raymond Griffiths (approver) and Ms. Emily Ryan (approver).

Executive Officer Comment:

The Executive Officer in their capacity as Secretary/Treasurer remains a consistent signatory to the WEROC Inc. bank accounts. The other signatories have mirrored the incumbent Chair and CEO and as such change every two years as these responsibilities rotate between the Member Councils. Given the appointment of a new Chair at the Annual General Meeting held on 29 November 2023, it is recommended that:

- 1) In their capacity as Secretary/Treasurer of WEROC Inc., the Executive Officer continue to be an administrator and approver for the Westpac account.
- 2) The newly appointed Chair of WEROC Inc. be added as approver of the account and the outgoing Chair be removed.
- 3) One other Member of the WEROC Inc. Board be appointed as approver of the account to ensure that there are always two signatories available to process payments.

Recommendation:

That the bank signatories be Ms. Rebekah Burges (Secretary/Treasurer), the incoming Chair and one other Board Member.

RESOLUTION:

Moved: Ms. Joanne Soderlund

Seconded: Ms. Emily Ryan

That the bank signatories be Ms. Rebekah Burges (Secretary/Treasurer), Ms. Renee Manning (Chair) and Mr. Raymond Griffiths (Board Member).

CARRIED

7.3 WEROC Futures Discussion

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose.

Date: 14 November 2023

Attachments: Nil

Consultation: Ms. Renee Manning, Mr. Grant Arthur, and Ms. Milla Harris from the Wheatbelt Development Commission

Financial Implications: NA

Voting Requirement: Simple Majority

Background:

At the WEROC Inc. Board meeting held on 4 September 2023, the Board considered a WEROC Economic Futures Discussion Paper prepared by Ms. Renee Manning, Principal Regional Development Officer, Wheatbelt Development Commission and were joined via videoconference by Mr. Grant Arthur, Director Regional Development, Wheatbelt Development Commission to discuss the same. As a result of this discussion, the Board resolved to request that the Wheatbelt Development Commission assist in progressing a WEROC Economic Futures Discussion.

Executive Officer Comment:

The Executive Officer met with Ms. Renee Manning, Mr. Grant Arthur, and Ms. Milla Harris from the Wheatbelt Development Commission on 9 November to discuss the best approach to an economic futures discussion for WEROC. Given that there has been some turnover in WEROC Board Membership, a gradual approach to the discussion was recommended. It was also suggested that WEROC consider forming a sub-committee to focus on economic development.

Subsequent to the meeting with the Wheatbelt Development Commission the Executive Officer met with Ms. Emily Ryan, Ms. Renee Manning, Mr. Raymond Griffiths, and Ms. Lisa Clack for the purposes of reviewing the

contract to deliver Executive Services and discussed in the same meeting, a process for the WEROC futures discussion. A proposed sequential approach to the discussion is outlined below and presented for discussion:

When	Activity	Details
November Meeting	Starting the conversation	<p>Group discussion to identify:</p> <p>New Members:</p> <p>1) What are your expectations for WEROC?</p> <p>Returning Members:</p> <p>1) What has been working well for the group?</p> <p>2) What could be improved?</p> <p>All Members:</p> <p>1) What do you want to get out of your involvement in the group?</p> <p>2) What opportunities do you think WEROC should be pursuing?</p> <p>3) Is there anything you are currently working on individually that might be an opportunity for the group collectively?</p>
January - February 2024	Information Gathering Survey	<p>LGs to identify:</p> <p>1) What are you aware of that is happening in your LGA?</p> <ul style="list-style-type: none"> - Are there existing businesses looking to expand? - Are new businesses interested in establishing in your area? - Are any businesses/industries at risk or under stress? <p>2) Is there anything your community is particularly concerned about or hopeful for?</p> <p>3) What are your top social, economic, environmental, and operational priorities for the next five years?</p>
February 2024	CEO Meeting to discuss operational challenges	<p>WEROC CEOs to meet to discuss operational challenges that might present opportunities for collective action or collective bargaining.</p> <p>Discuss long term strategies to address common “pain points”.</p>
WEROC Board Meeting March 2024	Strategic Plan Review/WEROC Futures Discussion	<p>Consolidate and present the information from the initial conversation, information gathering exercise and CEO meeting.</p> <p>Review, in the context of this information, the objects of the Association, the vision, mission,</p>

		purpose and priorities for WEROC going forward.
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Recommendation:

That the Board agree to the proposed timeline of delivery for the WEROC Futures Discussion and proceed as outlined.

RESOLUTION:

Moved: Ms. Emily Ryan

Seconded: Mr. Darren Mollenoyux

That the Board agree to the proposed timeline of delivery for the WEROC Futures Discussion and will proceed as outlined.

CARRIED

7.4 WEROC Drive Trail

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose.

Date: 15 November 2023

Attachments: *Attachment 2: Final Draft WEROC Drive Trail Itinerary*
Attachment 3: Quote for Graphic Design of WEROC Signage - Seed Studio
Attachment 4: Strike Point Examples

Consultation: WEROC CEO's

Financial Implications: As per quotes provided.

Voting Requirement: Simple Majority

Background:

At the WEROC Inc. Board meeting held on 4 September 2024 it was resolved that Flat Earth Mapping would be engaged to design the WEROC Drive Trail map and brochure and that the Executive Officer was to seek the services of a graphic designer to assist in designing drive trail signage.

Executive Officer Comment:

Flat Earth Mapping completed a draft trail map and brochure, which was distributed to WEROC CEOs for comment on 25 October. Feedback was collated and a revised version was distributed for final edits on 9 November. Attached to the meeting agenda is the final draft, which is being presented for endorsement.

Flat Earth Mapping have sourced printing quotes for an A2 folded map/brochure. The most competitive pricing is as follows:

500 copies - \$1,250

1,000 copies - \$1,600

2,000 copies - \$1,870

All prices are GST exclusive but do include delivery.

Three options for the drive trail signage have been quoted:

- Option 1 is for two or three basic sign designs to be prepared, one of which can then be selected to go across all sites. The cost for this as per the quote from Seed Studio will be \$280.

- Option 2 is for a single sign design that is replicated at each site. The sign will feature a drawn map showing the location of each point of interest with a number in the pointer. The map will take up two thirds of the space with the other third being text that details the names of the points of interest with an accompanying photo and a short sentence on each one. The cost to design and layout this sign would be \$750 + GST. This work would be completed by Strike Point who have provided examples of some of their previous work (see Attachment 4).
- Option 3 is for 18 individually designed signs. Each sign will have the same base design and use the same map showing all 18 points of interest but will highlight in the information and images, the location where each individual sign is placed. This option is more like an interpretive sign rather than a trail marker. The cost for this option will be \$5,750 + GST and would be completed by Strike Point.

Recommendation:

That:

- The final draft WEROC self-drive trail planner be adopted,
- The printing options be discussed, and a preferred option agreed; and
- The options for trail signage be discussed and a preferred option agreed.

Comments from the meeting:

- Mr. Nic Warren suggested that having a small way finding sign to mark each site and a larger more detailed informational sign located within each Shire might be the best approach. This would mean progressing both design Option 1 and Option 2 as outlined in the agenda.
- All Members agreed that Shire’s would be responsible for the cost of producing and installing the signs for their area.
- Discussion was held over the required number of printed copies of the drive trail map/brochure, and it was agreed that 2,000 copies represented the best value.

RESOLUTION:

Moved: Mr. Nic Warren

Seconded: Ms. Joanne Soderlund

That:

- 1) The final draft of the WEROC self-drive trail planner be adopted,
- 2) 2,000 printed copies of the drive trail map/brochure be ordered; and
- 3) Options 1 and 2 for the design of drive trail signage be progressed.

CARRIED

7.5 Wheatbelt Medical Student Immersion Program 2024

Author:	Rebekah Burges, Executive Officer
Disclosure of Interest:	No interest to disclose.
Date:	1 November 2023
Attachments:	<i>Attachment 5: WMSIP Letter of Agreement</i>
Consultation:	Nil
Financial Implications:	Nil
Voting Requirement:	Simple Majority

Background:

The Wheatbelt Medical Student Immersion Program for 2024 will take place during the week of 12 to 15 March. Notre Dame Students will once again be visiting WEROC communities, Narrogin, and Cunderdin. It is anticipated that there will be approximately 115 students placed across seven communities.

The Executive Officer has been participating in fortnightly planning meetings with Rural Health West and the University of Notre Dame.

Executive Officer Comment:

On 9 October 2023, the Executive Officer received an email from Ms. Betony Dawson, Project Coordinator, Rural Health West, asking for confirmation that WEROC Shires were happy to participate in the 2024 program. The email was forwarded to WEROC CEOs on the same day and responses in support of continuing involvement in the program were received from the majority.

On 27 October 2023, the Executive Officer received a request from Rural Health West for WEROC to consider and sign a Letter of Agreement for the 2024 WMSIP program. This agreement commits the WEROC Councils to providing in-kind contributions in the form of in-region transport, arranging accommodation, social activities for staff, students and others involved in the program, and venue hire where required. Given that a majority of Shires had indicated their support of the 2024 program, the letter was forwarded to the WEROC Inc. Chair for signing, which was completed and returned to Rural Health West on 30 October 2023.

For recording purposes, the signing of the letter of agreement is now presented for endorsement.

Recommendation:

That the Board ratify the signing of the Wheatbelt Medical Student Immersion Program 2024, Letter of Agreement by the WEROC Inc. Chair.

Comments from the meeting:

- Members commented that there are concerns over the billeting process and the itineraries, which still seem to limit the students experience of living in a regional community. Communication between the program organisers and the Shires is also lacking.
- It was requested that the Executive Officer organise a meeting between the WEROC Board and Rural Health West to talk through some of the concerns.

RESOLUTION:

Moved: Mr. Ramesh Rajagopalan

Seconded: Mr. Mark Crees

That the Board ratify the signing of the Wheatbelt Medical Student Immersion Program 2024, Letter of Agreement by the WEROC Inc. Chair.

CARRIED

8. PROJECT UPDATES

8.1 Corella Management Coordinator

On 10 October 2023, the Executive Officer received the following email from Ms. Valetta Roberts on behalf of Dr. Karl O’Callaghan.

Dear Rebekah,

Thank you for your continued support for our Managing Corellas in the Wheatbelt Project.

I am pleased to advise that I have officially appointed Jacquie Lucas as our Project Coordinator.

Jacquie possesses extensive knowledge of the Wheatbelt region and has worked for Wheatbelt Natural Resource Management since November 2010.

Jacquie is very well organised, friendly, and approachable, she is looking forward to meeting you. She is currently developing a coordinated approach to commence the project on-ground and is working towards completion of a Regional Stakeholder Engagement and Communications plan.

In addition to her work in the Sustainable Industries unit, Jacquie has collaborated on the following projects:

Restore – Recovering Wheatbelt Landscapes after Fire

Collaborative catchment approach to Wheatbelt Regenerative Agricultural practices.

Mortlock Connections

Biodiversity Conservation Bushcare Grants

Community Capacity Grants

Wheatbelt NRM Small Community Grants

Dung Beetle Highway

Jacquie's strength is community engagement, she has developed and coordinated the Red Card for Rabbits and Foxes Project since 2013 and is the Sustainable Agriculture Facilitator (SAF) for or organisation.

Jacquie's qualifications include:

Bachelor of Science (Hons) , Botany and Zoology

Dip Ed Secondary Education, Maths and Science

Jacquie will be in contact with you in the near future to discuss your requirements and concerns.

Further to this correspondence, Ms. Jaquie Lucas the newly appointed Project Coordinator for this program, advised that a survey would be released in the November Wheatbelt NRM E-news requesting that landholders, residents, Councils and businesses report corella sightings and damage/impacts. The aim of the survey is to map where the corellas are in the region and gauge the extent of the issue. It is requested that Shire's promote the survey in their communities.

In addition to the survey, Ms. Lucas is in the process of writing a management plan for corellas in the region and will be updating the engagement plan to identify how and when they will engage stakeholders.

The survey link and QR code are provided below:

<https://arcg.is/1emGjP>



Comments from the meeting:

- Members commented that from this initiative they want to see eradication on the ground not just a strategy and they want reassurance that this will happen.
- It was requested that the Executive Officer contact Ms. Lucas and ask for an update on how they are progressing with the eradication strategy and for a timeline for implementation. An invitation to attend the March meeting of the WEROC Board will also be extended to Ms. Lucas.

8.2 Town Team Movement

Attachment 6: Town Team Builder Contract

As agreed at the WEROC Inc. Board meeting held on 28 June 2023, the Town Team Partnership has been deferred until January 2024. As previously advised, Ms. Vanessa King will be the Town Team Builder for WEROC

and will work the equivalent of 1 day (8 hours) per week under the terms outlined in the attached contract. Ms. King will commence on Monday 29 January 2024.

The key deliverables for the Town Team Builder are outlined at Item 7 of the Schedule. The principal activities will include:

- Supporting established town teams and local governments to identify placemaking opportunities.
- Establishing new town teams in communities where they don't already exist.
- Providing guidance and support to new and established town teams.
- Planning and delivery of town team events.
- Facilitation of one "do-over" event per annum including seeking funding and applying for grants for the event.
- Work with WEROC Shires to educate their communities about community-led placemaking.

The Executive Officer suggests that once Ms. King commences in her role at the end of January, she be asked to prepare a proposed schedule of works to deliver against these key performance areas and that this be presented to the Board at the first meeting for 2024. To assist Ms. King in her planning, the Board may like to discuss and agree on where the first "do-over" event should take place.

Comments from the meeting:

- The Executive Officer asked if there was a preference for where the first "do-over" event will take place. Members suggested that this be left to Ms. King to recommend once she has commenced in the role.

8.3 Co-Operative Marketing Activity

Attachment 7: Wheatbelt Co-Op Spring Campaign

Attachment 8: WEROC Website Google Analytics Report

WEROC Inc. as a partner organisation to the Wheatbelt Co-operative Marketing Group, committed \$3,000 + GST in 2023-24 to cooperative marketing initiatives in conjunction with Roe Tourism, NEW Travel, Pioneers Pathway and Australia's Golden Outback.

A Spring Campaign was launched in late July. Details of the activity undertaken, and the audience engagement is provided as Attachment 7.

The attached Google Analytics report for the WEROC website for the period 1 July to 15 November 2023, suggests that this cooperative campaign did not generate any increased engagement with the WEROC website. This is not unexpected given that the paid advertisements and Wheatbelt Weekends landing page direct visitors to view either the Golden Pipeline Heritage Trail website or the Central Wheatbelt Visitors Centre website.

The Board might like to discuss whether future advertising campaigns funded by WEROC continue to promote the Golden Pipeline Heritage Trail or shift to the newly developed Eastern Wheatbelt Drive Trail Planner.

Comments from the meeting:

- A discussion was held over future advertising of the Golden Pipeline Heritage Trail (GPHT). Ms. Renee Manning questioned who would promote the GPHT if WEROC ceased to do so. The Executive Officer advised that it is likely that no other organisation would take on promotion of this trail given that the National Trust no longer actively promotes it.
- Members agreed that given the money invested by WEROC in the development of a new drive trail for the Eastern Wheatbelt, this should be the focus of future advertising spend.

RESOLUTION:

Moved: Mr. Ramesh Rajagopalan

Seconded: Mr. Nic Warren

That once the current commitments to co-operative marketing have concluded, WEROC will no longer fund promotion of the Golden Pipeline Heritage Trail and will instead focus on advertising the Eastern Wheatbelt drive trail.

CARRIED

8.4 WEROC Housing Analysis

At the WEROC Inc. Board Meeting held on 4 September 2023, the Board discussed base level housing data that had been supplied by the Wheatbelt Development Commission and resolved that individually Member Shire's would review the data and provide feedback, this information would then be collated into a single document to be sent back to the Commission for review before discussing the next steps. Most Shire's have now provided feedback on this data, and it has been shared with Mr. Alex MacKenzie from the Commission.

Mr. MacKenzie has indicated that he will assist in preparing an indicative scope of works/consultant brief to enable WEROC to source a quote for a Housing Analysis but recommended that this be held over until all Shire's have completed their review of the initial housing data. Mr. MacKenzie also noted that waiting until early next year before engaging with the consultants will allow us to better leverage off the work, they are currently doing for the Avon Regional Organisation of Councils and 4WDL grouping of Shires.

The Executive Officer suggests following Mr. MacKenzie's recommendation to finalize the review of the base level data and then look to developing a scope of works and seeking quotes in early 2024.

Comments from the meeting:

- The Shire of Tammin advised that their expression of interest application to the Growing Regions program was successful. This joint housing project includes the WEROC Shires of Tammin, Kellerberrin and Bruce Rock. They will now be working on a business case which needs to be completed by 15 January 2024.
- It was agreed that there is still value in proceeding with a housing analysis across all WEROC Shires as the scale of the housing problem will not be addressed by this project.

8.5 Wheatbelt Tourism Destination Development Working Group

Attachment 9. Wheatbelt Visitor Servicing Survey Snapshot

Attachment 10. Wheatbelt Visitor Information Support Proposal

The Wheatbelt Tourism Destination Development Working Group met on 16 November 2023. The focus for this meeting was on discussing the results of the Wheatbelt Visitor Servicing Survey (Attachment 9). This survey sought feedback from Community Resource Centres (CRCs), who provide unofficial visitor information services for a lot of Wheatbelt towns, on how often they engage with visitors, what challenges they face in providing visitor information services and what support they need to improve in this area. The survey highlighted for the group that visitor servicing is not the core business of CRC's and unless they are funded to provide visitor servicing and it forms one of their key performance indicators, there may be limited interest in the proposed visitor information support initiatives (refer to the proposal provided as Attachment 10). The proposal has been updated to include an action to advocate for future funding agreements between DPIRD and CRCs to include visitor servicing activities. The next meeting of this group is scheduled for Monday 18 December 2023.

9. EMERGING ISSUES

9.1 Lotterywest Funding

The new process for Lotterywest grants involves a multi-step application process and the requirement to complete a training course to be eligible to access funding. There is also a requirement to have a reconciliation action plan and to have consulted with the local Indigenous community on the project. The latter requirement is very difficult to achieve when there is not an active Indigenous group in the community.

9.2 Local Government Reform

Various concerns over the new Local Government Regulations were raised including the requirement to publish various matters online such as CEO performance appraisals, contracts/procurement over the value of \$100,000 and Shire contributions toward community projects/initiatives. Local Government Reform and the implications for WEROC Shire's will be a focus for discussion at the CEO Committee meeting in February 2024.

9.3 Utility Providers & Local Government Rights

Utility companies are not required to obtain consent to undertake works on their infrastructure even when it impacts on Shire roads and results in a cost to Council. Telecommunication providers are similar. The lack of transparency creates issues and Councils have limited avenues to voice their concerns.

Mr. Raymond Griffiths requested that Shire's start recording any issues that they have with telcos and utility companies, with the view that they can then collectively approach the Minister with their documented concerns. Shires are asked to notify the Executive Officer as issues arise so that this information can be collated.

10. OTHER MATTERS (FOR NOTING)

10.1 Regional Precincts & Partnerships Program (rPPP)

The rPPP offers grants up to \$5 million to develop a precinct idea through to investment-ready stage in partnership with local stakeholders to benefit regional communities. The program will run over 3 years from 2023-24 to 2025-26. It will focus on a partnership approach, bringing together governments and communities to plan and deliver regional precincts that are tailored to local needs and have a shared vision in how the precinct connects to the region. Partners can be from government, First Nations groups, community organisations, regional universities, or private enterprise.

Regional precincts or 'places with a purpose' are user-defined geographic areas with a specific shared need or theme. Regional precincts may include business districts, neighbourhoods, activity centres, commercial hubs or community and recreational areas. They will be located in renewal areas and growth areas in regional centres, regional corridors, regional cities, as well as smaller town centres that serve as service hubs in more remote communities.

This program was briefly discussed at the previous WEROC meeting. Ms. Lisa Clack advised that the Shire of Merredin would be meeting with RDA Wheatbelt to discuss the program and suggested that there might be an opportunity to put forward a multi-Shire proposal. Further discussion on a partnership opportunity for WEROC Shires may be warranted at this time.

10.2 Housing Supply Unit

A dedicated Housing Supply Unit will be established within the Department of Treasury, as the State Government continues to drive new measures to boost housing supply and affordability in Western Australia. The new Unit will report to the Residential Lands and Housing Delivery Ministerial Oversight Committee and be responsible for producing economic forecasts for WA and the development of market-driven housing policies including measures to boost supply and improve choice and affordability. The new Housing Supply Unit is anticipated to be operational from January 2024.

Early engagement with this new Housing Supply Unit may be prudent in light of WEROC's planned housing initiative.

[New unit established to drive housing supply in Western Australia | Western Australian Government \(www.wa.gov.au\)](https://www.wa.gov.au)

10.3 Better Delivery of Telecommunications Universal Voice Services

Attachment 11: Better delivery of universal services Discussion Paper October 2023

As telecommunications is one of the WEROC priority areas, the Executive Officer brings to your attention to opportunity to provide feedback on the inquiry into the delivery of universal voice services in Australia.

On 27 October 2023, the Minister for Communications, the Hon Michelle Rowland MP, announced a consultation process to consider options for better delivery of baseline universal telecommunications services.

The Australian Government has an existing framework in place to provide people across Australia with access to baseline fixed voice and broadband services. In light of changes in technology and consumer preferences over recent years, the Government is now re-examining the universal service arrangements.

The attached discussion paper provides background information and key questions to prompt feedback on the sorts of outcomes stakeholders would like from a modern universal service framework. Input on the issues raised in the paper is sought by 5pm on Friday 1 March 2024.

[Better delivery of universal services | Department of Infrastructure, Transport, Regional Development, Communications and the Arts](#)

11. FUTURE MEETINGS

The proposed schedule of meeting dates and locations for 2024 is presented for consideration:

CEO Committee Meeting

Date	Time	Host Council
Wednesday 7 February 2024	9.30am	Merredin

WEROC Inc. Board Meetings

Date	Time	Host Council
Wednesday 6 March 2024	9.30am	Westonia
Wednesday 8 May 2024	9.30am	Kellerberrin
Wednesday 17 July 2024 Or Wednesday 31 July 2024	9.30am	Yilgarn
Wednesday 11 September 2024	9.30am	Bruce Rock
Wednesday 28 November 2024 Or Wednesday 4 December 2024	9.30am	Tammin

In developing the proposed schedule of meetings, the Executive Officer has taken into consideration the following events, meetings, and holidays in 2024:

- School holidays
 - Term 1: 29 March – 14 April
 - Term 2: 29 June – 14 July
 - Term 3: 21 September – 6 October
 - Term 4: 13 December 2024 – 5 February 2025
- Public Holidays (1 & 26 January, 4 & 29 March, 1 & 25 April, 3 June, 23 September)
- WMSIP (12 - 15 March)
- The Ordinary Council Meeting dates for WEROC Member Councils:
 - Shire's of Bruce Rock, Yilgarn and Westonia, the third Thursday of each month

- Shire of Tammin the fourth Wednesday of each month
- Shire's of Kellerberrin and Merredin, the third Tuesday of each month
- The Dowerin Field Days (28 & 29 August)

Recommendation:

That the proposed schedule of meetings for 2024 be discussed.

Comments from the meeting:

- The first Zone meeting for 2024 is scheduled for Thursday 22 February. The CEO Committee Meeting will be held in the afternoon on this day.
- The preference for the July meeting is 31 July.
- The preference for the final meeting of 2024 is 28 November.
- Mr. Mark Crees requested that the first meeting of 2024 be held on the afternoon of 6 March and that the meeting be followed by bowls and a BBQ.

RESOLUTION:

Moved: Ms. Renee Manning

Seconded: Mr. Mark Crees

That the schedule of meetings for 2024 be as follows:

Date	Time	Host Council
Thursday 22 February 2024 – CEO's only	1.30pm	Merredin
Wednesday 6 March 2024	1.30pm	Westonia
Wednesday 8 May 2024	9.30am	Kellerberrin
Wednesday 31 July 2024	9.30am	Yilgarn
Wednesday 11 September 2024	9.30am	Bruce Rock
Wednesday 28 November 2024	9.30am	Tammin

CARRIED

12. CLOSURE

There being no further business the Chair closed the meeting at 11.25am.



WEROC Inc. Annual General Meeting

MINUTES

Wednesday 29 November 2023

Bruce Rock Shire Council Chambers
Johnson Street, Bruce Rock

WEROC Inc. | Incorporating the Shires of Bruce Rock, Kellerberrin, Merredin, Tammin, Westonia and Yilgarn

A PO Box 5, MECKERING WA 6405 E rebekah@150square.com.au

M 0428 871 202

CONTENTS

1. OPENING AND ANNOUNCEMENTS.....	3
1.1 Nominations to the WEROC Inc. Board.....	3
2. RECORD OF ATTENDANCE AND APOLOGIES.....	4
2.1 Attendance.....	4
2.2 Apologies.....	4
2.3 Guests.....	4
3. DECLARATIONS OF INTEREST.....	4
4. MINUTES OF MEETINGS.....	4
4.1 Minutes of the WEROC Inc. Annual General Meeting held 21 November 2022.....	4
5. CHAIRS REPORT.....	5
6. TREASURERS REPORT.....	6
7. ACCEPTANCE OF THE AUDITED FINANCIAL REPORT FOR THE PERIOD 1 JULY 2022 TO 30 JUNE 2023.....	6
8. ACCEPTANCE OF THE WEROC INC. ANNUAL REPORT 2022-2023.....	7
9. APPOINTMENT OF AN AUDITOR FOR THE 2023-24 FINANCIAL YEAR.....	7
10. ELECTION OF OFFICE BEARERS.....	8
10.1 Election of Chair.....	9
10.2 Election of Deputy Chair.....	9
10.3 Election of Secretary/Treasurer.....	9
10.4 Election of Board Members.....	9
11. SPECIAL BUSINESS.....	10
12. GENERAL BUSINESS.....	10
13. CLOSURE.....	10

WEROC Inc.

Wheatbelt East Regional Organisation of Councils Inc.

Shires of Bruce Rock, Kellerberrin, Merredin, Tammin, Westonia, Yilgarn

Minutes of the Annual General Meeting held on Wednesday 29 November 2023.

MINUTES

1. OPENING AND ANNOUNCEMENTS

Ms. Emily Ryan as Chair of WEROC Inc. welcomed Members of the Board and opened the meeting at 9.38am.

1.1 Nominations to the WEROC Inc. Board

Rule 6.1 of the WEROC Inc. Constitution states that membership of the WEROC Board shall consist of two representatives from each of the Member Councils and that “representatives are to be nominated every two years by each Local Government Member and notified to the Executive Officer in writing”.

The following nominations have been received:

Local Government	Nominated Representatives	Term Commencing	Term Expiring
Shire of Bruce Rock	Mr. Darren Mollenoyux (CEO)	31 October 2023	30 October 2025
	Cr. Ramesh Rajagopalan (President)	31 October 2023	30 October 2025
	Proxies		
	Cr. Tony Crooks (Deputy President) Ms. Nerea Ugarte (Manager of Governance and Community Services)		
Shire of Kellerberrin	Mr. Raymond Griffiths (CEO)	31 October 2023	30 October 2025
	Cr. Emily Ryan (Deputy President)	31 October 2023	30 October 2025
	Proxy Cr. Matt Steber (President)		
Shire of Merredin	Ms. Lisa Clack (CEO)	31 October 2023	30 October 2025
	Cr. Renee Manning (Deputy President)	31 October 2023	30 October 2025
Shire of Tammin	Ms. Joanne Soderlund (CEO)	31 October 2023	30 October 2025
	Cr. Charmaine Thomson (President)	31 October 2023	30 October 2025
Shire of Westonia	Mr. Bill Price (CEO)	31 October 2023	30 October 2025
	Cr. Mark Crees (President)	31 October 2023	30 October 2025
	Proxy Cr. Ross Della Bosca (Deputy President)		
Shire of Yilgarn	Cr. Wayne Della Bosca (Shire President)	31 October 2023	30 October 2025
	Mr. Nic Warren (CEO)	31 October 2023	30 October 2025

Recommendation: That the WEROC Inc. Board acknowledge the appointment of the representatives as nominated by the Member Local Governments.

RESOLUTION:

Moved: Mr. Ramesh Rajagopalan

Seconded: Mr. Wayne Della Bosca

That the WEROC Inc. Board acknowledge the appointment of the representatives as nominated by the Member Local Governments.

CARRIED

2. RECORD OF ATTENDANCE AND APOLOGIES

2.1 Attendance

Cr. Emily Ryan
Cr. Mark Crees
Cr. Wayne Della Bosca
Mr. Raymond Griffiths
Cr. Renee Manning
Mr. Darren Mollenoyux
Mr. Bill Price
Cr. Ramesh Rajagopalan
Ms. Joanne Soderlund
Cr. Charmaine Thomson
Mr. Nic Warren
Ms. Codi Mullen, proxy and voting delegate for Ms. Lisa Clack

Ms. Rebekah Burges, Executive Officer

2.2 Apologies

Ms. Lisa Clack

2.3 Guests

Nil

3. DECLARATIONS OF INTEREST

NIL

4. MINUTES OF MEETINGS

4.1 Minutes of the WEROC Inc. Annual General Meeting held 21 November 2022

Attachment 1: Minutes of the WEROC Inc. Annual General Meeting held 21 November 2022

The Minutes of the WEROC Inc. Annual General Meeting held on Monday 21 November 2022 have been previously circulated and are provided again as an attachment to the meeting agenda.

Recommendation:

That the Minutes of the WEROC Inc. Annual General Meeting held on Monday 21 November 2022 be confirmed as a true and correct record.

RESOLUTION:

Moved: Mr. Wayne Della Bosca **Seconded:** Mr. Darren Mollenoyux

That the Minutes of the WEROC Inc. Annual General Meeting held on Monday 21 November 2022 be confirmed as a true and correct record.

CARRIED

5. CHAIRS REPORT

Author:	Ms. Emily Ryan, Chair
Disclosure of Interest:	No interest to disclose
Date:	13 November 2023
Attachments:	Nil
Voting Requirement:	Simple Majority

Executive Officer Comment:

The Chair's report for the 2022-23 financial year is presented.

I am delighted to present the Chairperson's Report for the Wheatbelt East Regional Organisation of Councils Inc. for 2023. It has been a year of strategic planning, collaborative initiatives, and meaningful progress toward our vision of a socially, economically and environmentally sustainable region.

Like previous years, we have continued to revise our Strategic Plan to ensure we are being responsive and adaptable to the current climate we find ourselves in. We have strengthened our commitment to creating a sustainable region, focusing on social, economic, and environmental aspects. New actions include the development of a housing solution for the Eastern Wheatbelt, exploration of inter-council training opportunities, and efforts toward establishing a regional waste coordinator.

Our continued emphasis on promoting the Wheatbelt region to visitors has seen significant strides. We supported the Wheatbelt local tourism group co-funding campaign, renewed the Memorandum of Understanding with the central Wheatbelt Visitors Centre, and are in the process of developing a WEROC drive trail planner. Additionally, we are an active member of the Wheatbelt Tourism Destination Working Group.

Following the completion of our Strategic Waste Management Plan in 2022, councils are diligently working through the agreed implementation plan. While the ultimate goal is to consolidate landfill sites into two regional landfills in the future, we recognise the substantial work required in the interim.

In March, WEROC Councils hosted Notre Dame students for the annual Wheatbelt Medical Student Immersion Program, fostering collaboration between local communities and future medical professionals.

In collaboration with NEWROC, RDA Wheatbelt, and the Wheatbelt Business Network, we commissioned a survey of businesses to understand workforce challenges. A key finding highlighted housing as a significant barrier. To address this, we produced a Worker and Housing discussion Paper in November 2022 and have initiated further investigations into potential housing solutions.

WEROC has formed a partnership with the Town Teams Movement. Starting January 2024, we will have a Town Team Builder on board to assist in growing this program in our Shires, enhancing community engagement and local development.

In collaboration with Wheatbelt NRM, AROC, and CBH, WEROC co-funded a Corella Management Program. The program, which began in July 2023 with the employment of a Corella Management Coordinator, is crucial for biodiversity and environmental sustainability in our region.

As we reflect on the achievements of 2022-2023, we look forward to continued collaboration and progress in the years to come. Thank you to the members of our group, representing Tammin, Kellerberrin, Bruce Rock, Merredin, Westonia and Yilgarn, for your dedication and support. Thank you also to our Executive Officer - Rebekah Burges, who pulls all of this together and actions our resolutions in such a timely and professional manner. I look forward to seeing WEROC's journey continue into 2024.

Recommendation:

That the Chair's Report for the 2022-23 financial year be received.

RESOLUTION:

Moved: Ms. Joanne Soderlund

Seconded: Mr. Bill Price

That the Chair's Report for the 2022-23 financial year be received.

CARRIED

6. TREASURERS REPORT

Author: Rebekah Burges, Executive Officer and Secretary/Treasurer

Disclosure of Interest: No interest to disclose

Date: 1 November 2023

Attachments: Nil

Voting Requirement: Simple Majority

Executive Officer Comment:

The Treasurers report for the 2022-23 financial year is presented.

As per the audited financial report for WEROC Inc. for the period 1 July 2022 to 30 June 2023, I can report the following:

The **opening balance** of the WEROC account held with Westpac Bank on 1 July 2022 was \$164,322.88.

Total revenue for the year was \$72,000.

The only **source of income** for WEROC Inc. for the 2022-23 financial year was the annual financial contributions paid by Member Councils.

Total expenses for the year were \$57,358.93.

Major expense items included:

- Executive Officer - Professional Services \$29,575.89
- Consultants Fees \$16,056.10
- WEROC insurance \$5,983.52

The **closing cash balance** of the WEROC Inc. account on 30 June 2023 was \$181,083.80.

The current signatories to the WEROC Inc. accounts are Mr. Raymond Griffiths (Board Member), Ms. Emily Ryan (Chair) and Ms. Rebekah Burges (Executive Officer and Secretary/Treasurer).

Recommendation:

That the Treasurer's Report for the 2022-23 financial year be received.

RESOLUTION:

Moved: Mr. Darren Mollenoyux

Seconded: Mr. Ramesh Rajagopalan

That the Treasurer's Report for the 2022-23 financial year be received.

CARRIED

7. ACCEPTANCE OF THE AUDITED FINANCIAL REPORT FOR THE PERIOD 1 JULY 2022 TO 30 JUNE 2023

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 1 November 2023
Attachments: Attachment 2: 2023 Audited Financial Statements
Attachment 3: 2023 Management Letter
Voting Requirement: Simple Majority
Executive Officer Comment:

The audited financial report and management letter for the period 1 July 2022 to 30 June 2023 are presented.

Recommendation:

That:

- 1) The final audited financial report be accepted; and
- 2) The management letter be noted.

RESOLUTION: **Moved:** Mr. Bill Price **Seconded:** Mr. Wayne Della Bosca

That:

- 1) The final audited financial report be accepted; and
- 2) The management letter be noted.

CARRIED

8. ACCEPTANCE OF THE WEROC INC. ANNUAL REPORT 2022-2023

Author: Rebekah Burges, Executive Officer
Disclosure of Interest: No interest to disclose
Date: 13 November 2023
Attachments: Attachment 4: Draft WEROC Inc. Annual Report 2022-23
Voting Requirement: Simple Majority
Executive Officer Comment:

The Draft WEROC Inc. Annual Report for the 2022-23 financial year is provided as an attachment. The Annual Report highlights the key activities and achievements of WEROC Inc. over the 2022-23 financial year.

Recommendation:

That the Draft Annual Report of WEROC Inc. for the 2022-23 financial year be accepted.

RESOLUTION: **Moved:** Mr. Nic Warren **Seconded:** Mr. Ramesh Rajagopalan

That the Draft Annual Report of WEROC Inc. for the 2022-23 financial year be accepted.

CARRIED

9. APPOINTMENT OF AN AUDITOR FOR THE 2023-24 FINANCIAL YEAR

Author: Rebekah Burges, Executive Officer
Disclosure of Interest: No interest to disclose
Date: 1 November 2023
Attachments: Attachment 5: Reliance Auditing Services Schedule of Fees
Attachment 6: 2024 Audit Quote - AMD

Financial Implications: As per quotes supplied.

Consultation: Audit Partners Australia, Reliance Auditing Services and AMD Chartered Accountants

Voting Requirement: Simple Majority

Background:

The WEROC Inc. Constitution states under Rule 23. Appointment of Auditor, that:

“WEROC will at each Annual General Meeting, appoint an Auditor for a period of one year, who is not a Member of WEROC. The Auditor will be eligible for reappointment by WEROC and WEROC Board has the power to fill any temporary vacancy in the office of Auditor”.

Executive Officer Comment:

Audit Partners Australia (APA) completed the financial audits for WEROC Inc. for the 2019-2020, 2020-21, 2021-22 and 2022-23 financial years. The cost for the 2022-23 financial audit was \$950 +GST and disbursements.

At the 2022 WEROC Inc. Annual General Meeting it was requested that the Executive Officer seek multiple quotes for the 2023-24 financial audit given that the same auditors have been used for several consecutive years. Quotes were sought from APA, AMD Chartered Accountants and Reliance Auditing Services.

APA advised via email on 31 October 2023 that if they are reappointed as auditor for the 2023-24 financial year the cost will remain at \$950 +GST and disbursements. Quotes from Reliance Auditing Services and AMD are provided as attachments.

The Executive Officer believes that APA provide an efficient and thorough auditing service and based on the comparative quotes, also believes that they are the most economical option for WEROC Inc.

Recommendation:

That Audit Partners Australia be reappointed to undertake the financial audit for WEROC Inc. for the period 1 July 2023 to 30 June 2024.

RESOLUTION: **Moved:** Ms. Joanne Soderlund **Seconded:** Mr. Nic Warren

That Audit Partners Australia be reappointed to undertake the financial audit for WEROC Inc. for the period 1 July 2023 to 30 June 2024.

CARRIED

10. ELECTION OF OFFICE BEARERS

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 1 November 2023

Attachments: Nil

Voting Requirement: Simple Majority

Background:

The WEROC Inc. Constitution states under Rule 14.1 Elections at Annual General Meeting, that:

- a) Elections for Chair, Deputy Chair, Secretary/Treasurer and Board members will take place at the Annual General Meeting of WEROC where the Chair will declare all positions vacant.
- b) The Chair and Deputy Chair must be from a different Local Government.

- c) Subject to Rule 14.2, a Board Member’s term will be from his or her election at an annual general meeting until the election at the next annual general meeting after his or her election, but he or she is eligible for re-election to membership of the Board.

10.1 Election of Chair

Ms. Emily Ryan vacated the Chair.

Mr. Raymond Griffiths invited nominations from the floor for the election of Chair to WEROC Inc. until the next Annual General Meeting.

Mr. Darren Mollenoyux nominated Ms. Renee Manning for the position of Chair to WEROC Inc. Ms. Emily Ryan seconded the nomination.

Ms. Renee Manning accepted the nomination. There being no further nominations Ms. Renee Manning was elected unopposed for the position of Chair of WEROC Inc.

10.2 Election of Deputy Chair

Mr. Raymond Griffiths invited nominations from the floor for the election of a Deputy Chair until the next Annual General Meeting.

Ms. Joanne Soderlund nominated Ms. Charmaine Thomson for the position of Deputy Chair to WEROC Inc. Ms. Emily Ryan seconded the nomination.

Ms. Charmaine Thomson accepted the nomination. There being no further nominations Ms. Charmaine Thomson was elected unopposed for the position of Deputy Chair of WEROC Inc.

10.3 Election of Secretary/Treasurer

The election of a Secretary/Treasurer is a formality as the WEROC Inc. Constitution states under Rule 16.2 that:

“The Executive Officer will act as Secretary/Treasurer of WEROC and non-voting member of the Board”.

Recommendation:

That the WEROC Inc. Executive Officer be appointed as Secretary/Treasurer until the next Annual General Meeting.

RESOLUTION:

Moved: Mr. Bill Price

Seconded: Mr. Mark Crees

That the WEROC Inc. Executive Officer be appointed as Secretary/Treasurer until the next Annual General Meeting.

CARRIED

10.4 Election of Board Members

Rule 14.1 of the WEROC Inc. Constitution stipulates that the election of Board Members will take place at each Annual General Meeting and that a Board Members term will be from his or her election at an annual general meeting until the election at the next annual general meeting.

The appointment of the Board is a formality and should mirror the nominated representatives (refer to Agenda item 1.1) from each of the six Member Local Governments, who are appointed for a term of two years in accordance with Rule 6 of the WEROC Inc. Constitution.

Recommendation:

That those Members as nominated by their respective Local Government be appointed to the WEROC Inc. Board until the next Annual General Meeting.

Comments from the meeting:

- The Shire of Tammin requested that Cr. Tanya Nicholls be added as a Proxy.

RESOLUTION:

Moved: Mr. Ramesh Rajagopalan

Seconded: Mr. Nic Warren

That:

- 1) Cr. Tanya Nicholls be added as proxy for the Shire of Tammin
- 2) All other Members as nominated by their respective Local Government will be appointed to the WEROC Inc. Board until the next Annual General Meeting.

CARRIED

11. SPECIAL BUSINESS

Nil

12. GENERAL BUSINESS

Nil

13. CLOSURE

Mr. Raymond Griffiths concluded the meeting by congratulating Ms. Emily Ryan on her time as Chair of WEROC Inc. and expressed the Board's thanks for the time and effort dedicated to the group over the past two years.

There being no further business the meeting was closed at 9.48am.