



# Agenda

## Ordinary Meeting of Council

To be held in Council Chambers  
54 Johnson Street, Bruce Rock  
Thursday, 19 June 2025  
Commencing 3.00pm



## Notice of Ordinary Meeting of Council

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Dear President and Councillors,

The next Ordinary Meeting of Council will be held on Thursday, **19 June 2025 at 3.00pm** in Council Chambers, at 54 Johnson Street, Bruce Rock.

Please contact the undersigned for any enquiries regarding the Agenda prior to the meeting.

Mark Furr  
**CHIEF EXECUTIVE OFFICER**

### **DISCLAIMER**

#### **PLEASE READ THE FOLLOWING IMPORTANT DISCLAIMER BEFORE PROCEEDING:**

Statements or decisions made at this meeting should not be relied or acted on by an applicant or any other person until they have received written notification from the Shire. Notice of all approvals, including planning and building approvals, will be given to applicants in writing. The Shire of Bruce Rock expressly disclaims liability for any loss or damages suffered by a person who relies or acts on statements or decisions made at a Council or Committee meeting before receiving written notification from the Shire.

The advice and information contained herein is given by and to Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to Council giving entire reasons for seeking the advice or information and how it is proposed to be used.

#### ***Our Mission***

We will achieve our vision by maintaining and enhancing the Bruce Rock lifestyle, increase business and employment opportunities and achieve population growth in an environmentally sustainable way.

#### ***Our Values***

Respect, Inclusiveness, Fairness and Equality and Communication

**SHIRE OF BRUCE ROCK**

**AGENDA – ORDINARY MEETING 19 JUNE 2025**

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**SHIRE OF BRUCE ROCK**

**AGENDA – ORDINARY MEETING 19 JUNE 2025**

**1. Declaration of Opening**

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

**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**

**7. Applications for Leave of Absence**

**8. Announcements by the Person Presiding without Discussion**

**9. Confirmation of Minutes**

Ordinary Meeting of Council held on Thursday, 15 May 2025.

Local Emergency Management Committee held on Wednesday, 28 May 2025.

**10. Matters for Decision**

**10.1 Manager of Works and Services**  
Nil

**10.2 Manager of Strategic Business Development**

Nil

### 10.3 Manager of Finance

#### 10.3.1 Schedule of Accounts Paid – May 2025

File Reference	062025.10.3.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	07 June 2025
Author	Mike Darby – Manager of Finance
Authorising Officer	Mark Furr – Chief Executive Officer
Attachments 1. Schedule of Accounts Paid – May 2025	

#### Summary

Council is requested to note the payments as presented in the Schedule of Accounts Paid for May 2025.

#### Background

Pursuant to Local Government Act 1995, Section 6.8 (2)(b), where expenditure has been incurred by a local government, it is to be reported to the next Ordinary Meeting of Council.

#### Consultation

Consultation has been undertaken with the Manager of Finance and the Finance Officer - Creditors.

#### Statutory Environment

Local Government Act 1995, section 6.8 (2)(b) and Local Government (Financial Management) Regulations 1996, regulation 13 relates.

#### Policy Implications

The Council's Policy Manual contains no policies that relate and nor are there any proposed.

#### Financial Implications

All expenditure has been approved via adoption of the 2024/25 Annual Budget or resulting from a Council resolution.

#### Strategic Implications

Shire of Bruce Rock Strategic Community Plan 2022-2032	
Outcome:	4.0 Governance Priorities
Strategy:	4.1 Our organisation is well positioned and has capacity for the future.



**Risk Implications**

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Failure to present a detailed listing of payments in the prescribed form would result in non-compliance with the Local Government (Financial Management) Regulations 1996, clause 13, which may result in a qualified audit.	Rare (1)	Minor (2)	Low (1-4)	Compliance Requirements	Accept Officer Recommendation

**Risk Matrix**

Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of **two (2)** has been determined for this item. Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

**Comment/Conclusion**

The Schedule of Accounts Paid for May 2025 is presented to Council for notation.

Below is a summary of activity:

<i>As of 31 May 2025</i>		
Payment Type	\$	%
Cheque	\$16,693.32	2.70%
EFT (incl. Payroll)	\$568,754.62	91.96%
Direct Debit	\$31,806.89	5.14%
Credit Card	\$350.38	0.06%
Fuel Card	\$867.52	0.14%
Store Cards	N/A	0.00%
<b>Total Payments</b>	<b>\$618,472.73</b>	<b>100%</b>

**Voting Requirements**

Simple Majority

**OFFICERS' RECOMMENDATION**

That with respect to the Schedule of Accounts Paid for May 2025, Council note the Report as presented.

Schedule of Accounts Paid - May 2025					
Serial No	Chq/EFT	Date	Name	Description	Amount
	<b>Cheques</b>				
1	24	16/05/2025	WATER CORPORATION	WATER USAGE AT SHIRE PROPERTY	\$48.41
2	25	22/05/2025	BOND ADMINISTRATOR	LODGMNT OF BOND WITH BOND ADMINISTRATOR	\$512.00
3	26	30/05/2025	SHIRE OF BRUCE ROCK	PETTY CASH RECOUP APRIL / MAY 2025	\$105.80
4	27	30/05/2025	WATER CORPORATION	WATER USAGE AT SHIRE PROPERTIES	\$16,027.11
<b>Total Cheques</b>					<b>\$16,693.32</b>
	<b>EFTs (incl. Payroll)</b>				
5	EFT24454	01/05/2025	DEPARTMENT OF TRANSPORT (DOT CLEARING)	DOT CLEARING 29/04/2025 (EOM TRANSACTION)	\$33,110.40
6	EFT24508	01/05/2025	WESTERN AUSTRALIAN TREASURY CORPORATION	HOUSE LOAN CAPITAL REPAYMENT & INTEREST	\$14,688.86
7	EFT24425	02/05/2025	BOB WADDELL & ASSOCIATES PTY LTD	FINANCIAL CONSULTING	\$2,112.00
8	EFT24426	02/05/2025	BP MEDICAL	MEDICAL SUPPLIES FOR MED CENTRE	\$181.03
9	EFT24427	02/05/2025	BRUCE ROCK DISTRICT CLUB	REFRESHMENTS FOR ANZAC DAY	\$1,066.90
10	EFT24428	02/05/2025	BURGESS RAWSON PTY LTD	INDUSTRIAL RENT AND MANAGEMENT FEES	\$425.74
11	EFT24429	02/05/2025	CHOICEONE PTY LTD	HIRE OF HORTICULTURIST	\$3,397.37
12	EFT24430	02/05/2025	CLINICARE PHARMACY BRUCE ROCK	MEDICAL SUPPLIES	\$11.85
13	EFT24431	02/05/2025	COPIER SUPPORT	PHOTOCOPIER METER READING FOR APRIL 2025	\$410.54
14	EFT24432	02/05/2025	CORPCLOUD PTY LTD	IT SUPPORT FOR MED CENTRE	\$487.32
15	EFT24433	02/05/2025	EDGE PLANNING & PROPERTY	PLANNING CONSULTING SERVICES MARCH 2025	\$1,338.56
16	EFT24434	02/05/2025	ELEC TECH DIESEL SERVICES PTY LTD	REPAIRS TO BK09	\$71.50
17	EFT24435	02/05/2025	G&M PHEONIX PTY LTD T/A RITZ DRYCLEANERS	HALL TABLECLOTH DRY-CLEANING	\$187.00
18	EFT24436	02/05/2025	GREAT SOUTHERN FUEL SUPPLIES	FUEL FOR APRIL 2025	\$746.21
19	EFT24437	02/05/2025	HARE & FORBES PTY LTD	WORKSHOP CONSUMABLES	\$579.00
20	EFT24438	02/05/2025	LANDGATE- VALUATION	UV ANNUAL REVALUATION 2025	\$7,700.28
21	EFT24439	02/05/2025	MAHJAE PTY LTD T/A WHITNEY CONSULTING	ONLINE GRANT WRITING WORKSHOP REGISTRATION	\$120.00
22	EFT24440	02/05/2025	MCCALL MOTORS PTY LTD	MATERIALS FOR MAINTENANCE OF SHIRE PROPERTIES	\$811.42
23	EFT24441	02/05/2025	MERREDIN FLOWERS AND GIFTS	WREATH FOR ANZAC DAY	\$120.00
24	EFT24442	02/05/2025	MHG CONSTRUCTION PTY LTD T/A MATT GILBERT CARPENTRY & MAINTENANCE	DEPOSIT FOR REPAIR TO AMPHITHEATRE	\$4,345.00
25	EFT24443	02/05/2025	PROMOTIONAL EXPOSURE	ENTERTAINMENT DEPOSIT	\$4,235.00
26	EFT24444	02/05/2025	RODGER EDWIN GEORGE	EXCAVATOR HIRE FOR BRIDGE WORKS	\$5,580.00
27	EFT24445	02/05/2025	ROTARY E-CLUB OF WESTERN AUSTRALIA INC	RYPEN CAMP DONATION 2025	\$680.00
28	EFT24446	02/05/2025	SMITH EARTHMOVING	MAINTENANCE GRADING	\$2,420.00
29	EFT24447	02/05/2025	SUPAGAS PTY LTD	BULK GAS REFILL	\$4,031.92
30	EFT24448	02/05/2025	SYNERGY	ELECTRICITY USAGE AT SHIRE PROPERTIES	\$18,016.19
31	EFT24449	02/05/2025	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES	\$89.91
32	EFT24450	02/05/2025	TELSTRA	TELEPHONE USAGE CHARGES	\$1,643.30
33	EFT24451	02/05/2025	THE BRUCE ROCK HOTEL	COUNCIL LUNCH AND REFRESHMENTS	\$326.50
34	EFT24452	02/05/2025	WA CONTRACT RANGER SERVICES	CONTRACT RANGER SERVICES APRIL 2025	\$721.87
35	EFT24453	02/05/2025	WHEATBELT EQUIPMENT PTY LTD	PARTS FOR BK6556	\$661.43
36	EFT24455	02/05/2025	DEPARTMENT OF TRANSPORT (DOT CLEARING)	DOT CLEARING 30/04/2025 (EOM TRANSACTION)	\$4,599.40
37	EFT24509	05/05/2025	WESTERN AUSTRALIAN TREASURY CORPORATION	SUPERMARKET BUILDING LOAN CAPITAL REPAYMENT & INTEREST	\$80,455.92
38	EFT24456	07/05/2025	DEPARTMENT OF TRANSPORT DRIVER AND VEHICLE SERVICES (VI BAL OF REV EOM)	DOT VEHICLE INSPECTION BALANCE OF REVENUE APRIL 2025 (EOM TRANSACTION)	\$515.95
39		07/05/2025	PAYROLL DIRECT DEBIT OF NET PAYS	PAYROLL FORTNIGHT ENDING 07/05/2025	\$95,984.44
40	EFT24457	08/05/2025	COLPET BROWNLEY	MANAGEMENT OF LANDFILL SITE FOR FNE 07/05/2025	\$2,052.40
41	EFT24458	08/05/2025	LOIS HAYTHORNTHWAITE	RATES REFUND	\$435.03
42	EFT24459	08/05/2025	SHIRE OF BRUCE ROCK	PAYROLL DEDUCTIONS	\$640.00
43	EFT24460	14/05/2025	SHIRE OF BRUCE ROCK - CREDIT CARD	CREDIT CARD FOR MAY 2025, HEALTHENGINE, OPEN AI, CARD FEES, & CARAVAN PARK CHALET BEDDING	\$350.57
44	EFT24461	16/05/2025	AUSTRALIA POST	POSTAL CHARGES FOR APRIL 2025	\$38.74
45	EFT24462	16/05/2025	AVON WASTE	GENERAL WASTE COLLECTION FOR APRIL 2025	\$12,319.15
46	EFT24463	16/05/2025	BADGELINK	STAFF NAME BADGES	\$41.50
47	EFT24464	16/05/2025	BOB WADDELL & ASSOCIATES PTY LTD	FINANCIAL CONSULTING	\$3,388.00
48	EFT24465	16/05/2025	BOC LIMITED	GAS BOTTLE RENTAL APRIL 2025	\$111.44
49	EFT24466	16/05/2025	BOOEASY AUSTRALIA PTY LTD	ONLINE CARAVAN PARK BOOKING APRIL 2025	\$220.00
50	EFT24467	16/05/2025	BP MEDICAL	MEDICAL SUPPLIES FOR MED CENTRE	\$112.09
51	EFT24468	16/05/2025	BRUCE ROCK CAFE - LOVE THAT FOOD	CATERING FOR COMMUNITY Q&A SESSION	\$343.00
52	EFT24469	16/05/2025	BRUCE ROCK ENGINEERING	TYRES FOR BK024, BK505, BK6338, BK9120, & BK09 & REPAIRS TO BK373	\$11,718.75
53	EFT24470	16/05/2025	BUNNINGS NORTHAM	SPRAY AND MARK PAINT	\$174.24
54	EFT24471	16/05/2025	BURGESS RAWSON PTY LTD	WATER USAGE AT LEASED PROPERTIES	\$169.74
55	EFT24472	16/05/2025	CORPCLOUD PTY LTD	MED CENTRE IT SUPPORT	\$508.97
56	EFT24473	16/05/2025	CORSIGN WA PTY LTD	SIGNAGE FOR ROAD INTERSECTION WORKS	\$1,135.20
57	EFT24474	16/05/2025	DAN TURNER	INSPECT & REPORT ON SHIRE BUILDING	\$750.00
58	EFT24475	16/05/2025	EDGE PLANNING & PROPERTY	PLANNING CONSULTATION SERVICES APRIL 2025	\$1,541.37
59	EFT24476	16/05/2025	ELEC TECH DIESEL SERVICES PTY LTD	REPAIRS TO BK6556 & BK6338	\$1,338.00
60	EFT24477	16/05/2025	ELEMENT ADVISORY PTY LTD	TOWN CENTRE REVITALISATION REVIEW	\$924.00
61	EFT24478	16/05/2025	ENVIRONEX INTERNATIONAL PTY LTD	POOL TESTING SUPPLIES	\$254.10
62	EFT24479	16/05/2025	JTB - JAPANESE TRUCK & BUS SPARES	PARTS FOR BK1018	\$300.75
63	EFT24480	16/05/2025	LIBERTY OIL RURAL PTY LTD	BULK DIESEL	\$32,156.00
64	EFT24481	16/05/2025	LIVINGSTREAMS MEDICAL SERVICES PTY LTD T/A DR OLMUYIWA JEJEDE	PRE-EMPLOYMENT MEDICAL	\$220.00
65	EFT24482	16/05/2025	MCCALL MOTORS PTY LTD	PARTS & MATERIALS FOR BK9606, BK604, BK02, BK6670 & BK2391 AND MAINTENANCE OF SHIRE PROPERTIES	\$1,776.58
66	EFT24483	16/05/2025	MERREDIN PANEL AND PAINT	SUPPLY AND FIT WINDSCREEN BK505	\$880.00
67	EFT24484	16/05/2025	MERREDIN TELEPHONE SERVICES	SECURITY MONITORING OF SHIRE OFFICE APRIL 2025	\$35.20
68	EFT24485	16/05/2025	MINERAL CRUSHING SERVICES (WA) PTY LTD	SUPPLY OF AGGREGATE	\$2,226.84

69	EFT24486	16/05/2025	NAPA	WORKSHOP CONSUMABLES	\$260.43
70	EFT24487	16/05/2025	NB HARDWARE & AG SUPPLIES	MATERIALS FOR TOWNSITE MAINTENANCE & OVAL	\$611.84
71	EFT24488	16/05/2025	NUTRIEN AG SOLUTIONS	MATERIALS FOR ROAD & TOWNSITE MAINTENANCE	\$1,070.19
72	EFT24489	16/05/2025	PORTER EQUIPMENT AUSTRALIA PTY LTD	PARTS FOR BK06	\$616.83
73	EFT24490	16/05/2025	POWERVAC	MATERIALS FOR REC CENTRE MAINTENANCE	\$1,197.60
74	EFT24491	16/05/2025	REGAL VENTURES PTY LTD T/A FOODWORKS BRUCE ROCK SUPERMARKET & HARDWARE	VARIOUS PURCHASES FOR FEBRUARY & MARCH 2025	\$2,273.60
75	EFT24492	16/05/2025	SHENAE NEGRI	REIMBURSEMENT OF EXPENSES	\$77.15
76	EFT24493	16/05/2025	SHIRE OF KELLERBERRIN	HIRE OF STREET SWEEPER APRIL 2025	\$7,400.00
77	EFT24494	16/05/2025	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES	\$68.05
78	EFT24495	16/05/2025	TELSTRA	HARVEST BAN SMS SERVICE	\$144.57
79	EFT24496	16/05/2025	TRANSTRUCT	PARTS FOR BK505 & BK9120	\$1,225.43
80	EFT24497	16/05/2025	WESTRAC PTY LTD	PARTS FOR BK6338	\$469.12
81	EFT24498	16/05/2025	WORK HEALTH PROFESSIONALS PTY LTD	HEARING TESTS FOR STAFF	\$2,343.00
82	EFT24499	16/05/2025	WURTH	WORKSHOP CONSUMABLES	\$431.83
83		21/05/2025	PAYROLL DIRECT DEBIT OF NET PAYS	PAYROLL FORTNIGHT ENDING 21/05/2025	\$88,011.54
84	EFT24500	22/05/2025	COLPET BROWNLEY	MANAGEMENT OF LANDFILL SITE FOR FNE 21/05/2025	\$2,052.40
85	EFT24501	22/05/2025	OFFICEWORKS BUSINESS DIRECT	STATIONERY	\$197.34
86	EFT24502	22/05/2025	RACHAEL HEARNE	REIMBURSEMENT OF EXPENSES	\$44.99
87	EFT24503	22/05/2025	RAMESH RAJAGOPALAN	ELECTED MEMBERS FEES AND EXPENSES CLAIM	\$632.00
88	EFT24504	22/05/2025	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES	\$256.80
89	EFT24505	22/05/2025	SHIRE OF BRUCE ROCK	PAYROLL DEDUCTIONS	\$640.00
90	EFT24506	22/05/2025	AUSTRALIAN TAXATION OFFICE	BAS FOR APRIL 2025	\$27,923.00
91	EFT24507	28/05/2025	AUSTRALIAN TAXATION OFFICE	FRINGE BENEFITS TAX RETURN FOR 2024-25	\$3,107.93
92	EFT24510	30/05/2025	BGC CEMENT	BULK CEMENT	\$14,193.20
93	EFT24511	30/05/2025	BOB WADDELL & ASSOCIATES PTY LTD	FINANCIAL CONSULTING	\$1,540.00
94	EFT24512	30/05/2025	BROWNLEY'S PLUMBING & GAS	REPAIR WORKS AT SHIRE PROPERTY	\$836.00
95	EFT24513	30/05/2025	BRUCE ROCK CAFE - LOVE THAT FOOD	REFRESHMENTS FOR COUNCIL MEETING	\$59.00
96	EFT24514	30/05/2025	BRUCE ROCK CHALET	ACCOMMODATION FOR COMMUNITY EVENT	\$143.00
97	EFT24515	30/05/2025	BRUCE ROCK DISTRICT CLUB	COUNCIL MEETING LUNCH AND REFRESHMENTS	\$522.80
98	EFT24516	30/05/2025	BURGESS RAWSON PTY LTD	WATER USAGE AT LEASED PROPERTIES, INDUSTRIAL RENT, & MANAGEMENT FEES	\$1,591.69
99	EFT24517	30/05/2025	COMBINED PEST CONTROL WA P/L	ANNUAL TERMITE INSPECTIONS AT SHIRE PROPERTIES	\$11,748.00
100	EFT24518	30/05/2025	COPIER SUPPORT	PHOTOCOPIER METER READING MAY 2025	\$580.10
101	EFT24519	30/05/2025	E & MJ ROSHER PTY LTD	PARTS FOR BK117	\$1,227.45
102	EFT24520	30/05/2025	ELDERS BRUCE ROCK	GAS BOTTLE RENTAL	\$47.00
103	EFT24521	30/05/2025	FILTERS PLUS WA	PARTS FOR BK730 & SMALL PLANT	\$251.68
104	EFT24522	30/05/2025	HOIST SALES & HYDRAULIC REPAIRS PTY LTD	PARTS FOR BK505	\$456.50
105	EFT24523	30/05/2025	JTB - JAPANESE TRUCK & BUS SPARES	PARTS FOR BK655	\$1,417.65
106	EFT24524	30/05/2025	KENNEDYS (AUSTRALASIA) PARTNERSHIP	LEGAL ASSISTANCE	\$3,348.40
107	EFT24525	30/05/2025	LIBERTY OIL RURAL PTY LTD	ADBLUE FLUID	\$1,720.13
108	EFT24526	30/05/2025	MERREDIN GLAZING SERVICE	REGLAZE WINDOW OF COUNCIL CHAMBERS	\$260.70
109	EFT24527	30/05/2025	N AND H SANDERS	SHIRE HALL FLOOR MAINTENANCE	\$134.00
110	EFT24528	30/05/2025	NAPA	PARTS FOR BK9120 & WORKSHOP CONSUMABLES	\$265.38
111	EFT24529	30/05/2025	NB HARDWARE & AG SUPPLIES	TOWNSITE MAINTENANCE	\$591.14
112	EFT24530	30/05/2025	PRINTEC WA PTY LTD	PRINTER TONERS FOR MED CENTRE	\$650.00
113	EFT24531	30/05/2025	PROMOTIONAL EXPOSURE	ENTERTAINMENT FOR COMMUNITY EVENT FINAL PAYMENT	\$1,760.00
114	EFT24532	30/05/2025	RODGER EDWIN GEORGE	EXCAVATOR HIRE FOR BRIDGE & AQUATIC CENTRE WORKS	\$1,260.00
115	EFT24533	30/05/2025	SHAAN WOOD	REIMBURSEMENT OF EXPENSES	\$24.00
116	EFT24534	30/05/2025	SYNERGY	ELECTRICITY USAGE AT SHIRE PROPERTIES	\$1,650.87
117	EFT24535	30/05/2025	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES	\$99.24
118	EFT24536	30/05/2025	TELSTRA	TELEPHONE USAGE CHARGES	\$1,671.32
119	EFT24537	30/05/2025	TOCOJEP PTY LTD T/A T-QUIP	PARTS FOR SMALL PLANT	\$320.31
120	EFT24538	30/05/2025	TRANSTRUCT	REPAIRS TO BK024	\$2,065.47
121	EFT24539	30/05/2025	WA CONTRACT RANGER SERVICES	CONTRACT RANGER SERVICE MAY 2025	\$808.50
122	EFT24540	30/05/2025	WA DISTRIBUTORS PTY LTD T/AS ALLWAYS FOODS	CLEANING PRODUCTS	\$635.05
123	EFT24541	30/05/2025	WESTRAC PTY LTD	PARTS FOR BK512, BK510 & BK727	\$783.61
124	EFT24542	30/05/2025	WHEATBELT EAST REGIONAL ORGANISATION OF COUNCILS (WE-ROC)	CONTRIBUTION TO WEROC WORKFORCE HOUSING INVESTIGATION	\$5,660.00
125	EFT24543	30/05/2025	WHEATBELT UNIFORMS, SIGNS & SAFETY	STAFF UNIFORMS	\$1,231.22
126	EFT24544	30/05/2025	WURTH	WORKSHOP CONSUMABLES	\$111.10
Total EFTs					\$568,754.62

Direct Debits					
127	DD10564.1	07/05/2025	AWARE SUPER PTY LTD	PAYROLL DEDUCTIONS	\$6,644.97
128	DD10564.2	07/05/2025	CONSTRUCTION AND BUILDING UNIONS SUPERANNUATION FUND (CBUS)	SUPERANNUATION CONTRIBUTIONS	\$315.45
129	DD10564.3	07/05/2025	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	\$459.59
130	DD10564.4	07/05/2025	HESTA	SUPERANNUATION CONTRIBUTIONS	\$94.34
131	DD10564.5	07/05/2025	MLC MASTERKEY-PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$681.33
132	DD10564.6	07/05/2025	HOST PLUS SUPERANNUATION	PAYROLL DEDUCTIONS	\$1,076.92
133	DD10564.7	07/05/2025	GUILDSUPER	SUPERANNUATION CONTRIBUTIONS	\$94.20
134	DD10564.8	07/05/2025	PANORAMA SUPER	SUPERANNUATION CONTRIBUTIONS	\$976.98
135	DD10564.9	07/05/2025	MACQUARIE SUPER MANAGER II	SUPERANNUATION CONTRIBUTIONS	\$212.86
136	DD10592.1	21/05/2025	AWARE SUPER PTY LTD	PAYROLL DEDUCTIONS	\$6,763.89
137	DD10592.2	21/05/2025	CONSTRUCTION AND BUILDING UNIONS SUPERANNUATION FUND (CBUS)	SUPERANNUATION CONTRIBUTIONS	\$317.19
138	DD10592.3	21/05/2025	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	\$407.06
139	DD10592.4	21/05/2025	HESTA	SUPERANNUATION CONTRIBUTIONS	\$70.01
140	DD10592.5	21/05/2025	MLC MASTERKEY-PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$143.12
141	DD10592.6	21/05/2025	HOST PLUS SUPERANNUATION	PAYROLL DEDUCTIONS	\$1,076.92
142	DD10592.7	21/05/2025	GUILDSUPER	SUPERANNUATION CONTRIBUTIONS	\$69.31
143	DD10592.8	21/05/2025	PANORAMA SUPER	SUPERANNUATION CONTRIBUTIONS	\$959.31
144	DD10592.9	21/05/2025	MACQUARIE SUPER MANAGER II	SUPERANNUATION CONTRIBUTIONS	\$200.88
145	DD10564.10	07/05/2025	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$4,456.97
146	DD10564.11	07/05/2025	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$604.71
147	DD10564.12	07/05/2025	BENDIGO SMART SAVER SUPER	SUPERANNUATION CONTRIBUTIONS	\$276.83
148	DD10564.13	07/05/2025	THE TRUSTEE FOR AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	\$239.11
149	DD10564.14	07/05/2025	THE TRUSTEE FOR DYSON SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$101.69
150	DD10564.15	07/05/2025	MERCER SUPER TRUST	SUPERANNUATION CONTRIBUTIONS	\$306.77
151	DD10592.10	21/05/2025	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$3,661.19
152	DD10592.11	21/05/2025	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$604.28
153	DD10592.12	21/05/2025	BENDIGO SMART SAVER SUPER	SUPERANNUATION CONTRIBUTIONS	\$296.33
154	DD10592.13	21/05/2025	THE TRUSTEE FOR AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	\$252.94
155	DD10592.14	21/05/2025	THE TRUSTEE FOR DYSON SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$134.97
156	DD10592.15	21/05/2025	MERCER SUPER TRUST	SUPERANNUATION CONTRIBUTIONS	\$306.77
Total Direct Debits					\$31,806.89
Credit Card					
157		10/05/2025	SPOTLIGHT PTY LTD	BEDBASE WRAPS FOR CARAVAN PARK	\$27.00
158		10/05/2025	SPOTLIGHT PTY LTD	BEDBASE WRAPS FOR CARAVAN PARK	\$135.00
159		14/05/2025	SPOTLIGHT PTY LTD	REFUND FOR BEDBASE WRAPS FOR CARAVAN PARK	-\$27.00
160		15/05/2025	HEALTHENGINE	HEALTHENGINE APP, SMS RECALLS & NEW PATIENTS	\$176.00
161		27/05/2025	OPEN AI	SUBSCRIPTION TO CHAT GPT PLUS	\$34.35
162		27/05/2025	BENDIGO BANK	INTERNATIONAL TRANSACTION FEE	\$1.03
163		30/05/2025	BENDIGO BANK	CARD FEE	\$4.00
Total Credit Card Payments					\$350.38
Fuel Cards					
Card One					
164		05/05/2025	BP ARMADALE	UNLEADED FOR DOCTOR'S CAR	\$100.89
165		05/05/2025	BP ARMADALE	BP PLUS FEE	\$0.38
166		10/05/2025	BP QUAIRADING	UNLEADED FOR DOCTOR'S CAR	\$101.42
167		10/05/2025	BP QUAIRADING	BP PLUS FEE	\$0.38
168		12/05/2025	BP ARMADALE	UNLEADED FOR DOCTOR'S CAR	\$41.19
169		12/05/2025	BP ARMADALE	BP PLUS FEE	\$0.38
170		19/05/2025	BP ARMADALE	UNLEADED FOR DOCTOR'S CAR	\$54.70
171		19/05/2025	BP ARMADALE	BP PLUS FEE	\$0.38
172		26/05/2025	BP ARMADALE	UNLEADED FOR DOCTOR'S CAR	\$89.88
173		26/05/2025	BP ARMADALE	BP PLUS FEE	\$0.38
174		30/05/2025	BP QUAIRADING	UNLEADED FOR DOCTOR'S CAR	\$100.70
175		30/05/2025	BP QUAIRADING	BP PLUS FEE	\$0.38
Card One Total					\$491.06
Card Five					
176		31/05/2025	BP MERREDIN	UNLEADED FOR BK2	\$32.66
Card Five Total					\$32.66
Card Four					
177		20/05/2025	BP MERREDIN	UNLEADED FOR DEPOT	\$343.80
Card Four Total					\$343.80
Total Fuel Card Payments					\$867.52
Cheque Payments					\$16,693.32
EFT Payments (incl. Payroll)					\$568,754.62
Direct Debits					\$31,806.89
Credit Card					\$350.38
Fuel Cards					\$867.52
Total					\$618,472.73

### 10.3.2 Monthly Financial Reports – May 2025

File Reference	062025.10.3.2
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	07 June 2025
Author	Mike Darby – Manager of Finance
Authorising Officer	Mark Furr – Chief Executive Officer
<b>Attachments</b> 1. Monthly Financial Statements – May 2025	

#### Summary

In accordance with the Local Government Financial Management Regulations (1996), the Shire of Bruce Rock is to prepare a monthly Statement of Financial Activity for notation by Council.

#### Background

Nil

#### Consultation

Consultation has been undertaken with the Chief Executive Officer and Manager of Finance.

#### Statutory Environment

Local Government (Financial Management) Regulations 1996, regulation 34 relates.

#### Policy Implications

The Council's Policy Manual contains no policies that relate and nor are there any proposed.

#### Financial Implications

All expenditure has been approved via adoption of the 2024/25 Annual Budget, the subsequent Annual 2024/25 Budget Review or resulting from a Council resolution.

Council is requested to review the May 2025 Monthly Financial Reports, noting that Council is advised of the following matters:

- The overall financial position for May 2025 stands at \$176,403 surplus;
- Rates –The amount received to date is 95.4% of the total to be collected, and there is still more than \$84k still to be collected from both current rates and arrears. It should be noted that there is approximately \$14k related to Pensioner Rates and ESL Deferments.
- The current amount of \$29,849 for 90+ day debts include 14 outstanding amounts. The outstanding debt from Main Roads WA of \$17,243, equates to 58% of the total 90 day debtors. The remaining \$12,606 is made up of 13 debtors, which are being followed up.
- A total of 177 transactions including 151 Electronic Fund Transfers and Direct Debits were paid in May 2025, of which all were paid within 30 days.

### Strategic Implications

Shire of Bruce Rock Strategic Community Plan 2022-2032	
Outcome:	4.0 Governance Priorities
Strategy:	4.1 Our organisation is well positioned and has capacity for the future.

### Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Failure to monitor the Shire's ongoing financial performance would increase the risk of a negative impact on the Shire's Financial position. As the monthly report is a legislative requirement, non-compliance may result in a qualified audit.	Rare (1)	Moderate (3)	Low (1-4)	Compliance Requirements	Accept Officer Recommendation

### Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of **three (3)** has been determined for this item. Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

### Comment/Conclusion

The May 2025 Monthly Financial Report is presented for review.

### Voting Requirements

Simple Majority

#### OFFICERS' RECOMMENDATION

**That with respect to the Monthly Financial Report for May 2025, Council note the Reports as presented.**



## SHIRE OF BRUCE ROCK

### MONTHLY FINANCIAL REPORT

(Containing the Statement of Financial Activity)

**FOR THE PERIOD ENDED 31 MAY 2025**

*LOCAL GOVERNMENT ACT 1995*

*LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996*

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**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MAY 2025**

**BY NATURE**

	Ref	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Var.
	Note	(a)		(b)	(c)	(c) - (b)	((c) - (b))/(b)	
		\$	\$	\$	\$	\$	%	
<b>OPERATING ACTIVITIES</b>								
<b>Revenue from operating activities</b>								
Rates		1,898,583	1,898,583	1,902,659	<b>1,900,234</b>	(2,425)	(0.13%)	
Operating grants, subsidies and contributions		833,609	866,609	812,214	<b>760,130</b>	(52,084)	(6.41%)	
Fees and charges		803,905	803,905	737,333	<b>971,327</b>	233,994	31.74%	▲
Interest earnings		97,509	97,509	89,760	<b>124,903</b>	35,143	39.15%	▲
Other revenue		69,374	120,704	97,775	<b>116,212</b>	18,437	18.86%	▲
Profit on disposal of assets		91,403	71,403	65,439	<b>12,639</b>	(52,800)	(80.69%)	▼
		3,794,383	3,858,713	3,705,180	<b>3,885,445</b>	180,265	4.87%	
<b>Expenditure from operating activities</b>								
Employee costs		(3,429,050)	(2,944,358)	(2,502,300)	<b>(2,668,109)</b>	(165,809)	(6.63%)	
Materials and contracts		(1,547,270)	(1,608,021)	(1,494,316)	<b>(1,667,704)</b>	(173,388)	(11.60%)	▼
Utility charges		(332,341)	(322,741)	(294,591)	<b>(277,256)</b>	17,335	5.88%	
Depreciation on non-current assets		(3,503,679)	(3,503,679)	(3,211,483)	<b>(5,833,776)</b>	(2,622,293)	(81.65%)	▼
Interest expenses		(155,995)	(155,995)	(142,967)	<b>(86,472)</b>	56,495	39.52%	▲
Insurance expenses		(273,031)	(290,031)	(272,716)	<b>(252,707)</b>	20,009	7.34%	
Other expenditure		(165,850)	(147,350)	(134,541)	<b>(116,886)</b>	17,655	13.12%	▲
Loss on disposal of assets		(22,028)	(22,028)	(20,185)	<b>(71,057)</b>	(50,872)	(252.03%)	▼
Loss on revaluation of non current assets		0	0	0	<b>0</b>	0	0.00%	
		(9,429,245)	(8,994,204)	(8,073,099)	<b>(10,973,967)</b>	(2,900,868)	35.93%	
Non-cash amounts excluded from operating activities		3,439,345	3,459,345	3,171,270	<b>5,917,152</b>	2,745,882	86.59%	▲
<b>Amount attributable to operating activities</b>		<b>(2,195,517)</b>	<b>(1,676,146)</b>	<b>(1,196,649)</b>	<b>(1,171,370)</b>	25,279	(2.11%)	
<b>INVESTING ACTIVITIES</b>								
<b>Inflows from investing activities</b>								
Proceeds from capital grants, subsidies and contributions		5,904,513	2,928,517	2,315,881	<b>256,688</b>	(2,059,193)	(88.92%)	▼
Proceeds from disposal of assets		223,276	370,276	254,992	<b>158,500</b>	(96,492)	(37.84%)	▼
		6,127,789	3,298,793	2,570,873	<b>415,188</b>	(2,155,685)	(83.85%)	
<b>Outflows from investing activities</b>								
Payments for inventories, property, plant and equipment and infrastructure		(6,453,730)	(3,888,489)	(2,893,382)	<b>(1,425,503)</b>	1,467,879	50.73%	▲
		(6,453,730)	(3,888,489)	(2,893,382)	<b>(1,425,503)</b>	1,467,879	(50.73%)	
<b>Amount attributable to investing activities</b>		<b>(325,941)</b>	<b>(589,696)</b>	<b>(322,509)</b>	<b>(1,010,315)</b>	(687,806)	213.27%	
<b>FINANCING ACTIVITIES</b>								
<b>Inflows from financing activities</b>								
Transfer from reserves	4	0	250,000	0	<b>0</b>	0	0.00%	
		0	250,000	0	<b>0</b>			
<b>Outflows from financing activities</b>								
Repayment of borrowings		(96,312)	(96,312)	(88,275)	<b>(96,312)</b>	(8,037)	(9.10%)	
Payments for principal portion of lease liabilities		(6,932)	(6,932)	(6,604)	<b>0</b>	6,604	100.00%	▲
Transfer to reserves		(162,964)	(453,027)	(149,061)	<b>(117,714)</b>	31,347	21.03%	▲
		(266,208)	(556,271)	(243,940)	<b>(214,025)</b>	29,915	(12.26%)	
<b>Amount attributable to financing activities</b>		<b>(266,208)</b>	<b>(306,271)</b>	<b>(243,940)</b>	<b>(214,025)</b>	29,915	(12.26%)	
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>								
<b>Surplus or deficit at the start of the financial year</b>		2,787,665	2,572,113	2,572,113	<b>2,572,113</b>	0	0.00%	
Amount attributable to operating activities		(2,195,517)	(1,676,146)	(1,196,649)	<b>(1,171,370)</b>	25,279	(2.11%)	
Amount attributable to investing activities		(325,941)	(589,696)	(322,509)	<b>(1,010,315)</b>	(687,806)	213.27%	
Amount attributable to financing activities		(266,208)	(306,271)	(243,940)	<b>(214,025)</b>	29,915	(12.26%)	
<b>Surplus or deficit at the end of the financial year</b>		<b>(0)</b>	<b>1</b>	<b>809,015</b>	<b>176,403</b>	(632,612)	78.20%	▼

**KEY INFORMATION**

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 2 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MAY 2025**

**EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.  
The material variance adopted by Council for the 2024-25 year is \$5,000 or 10.00% whichever is the greater.

Nature or type			Explanation of positive variances		Explanation of negative variances	
	Var. \$	Var. %	Timing	Permanent	Timing	Permanent
	\$	%				
<b>Revenue from operating activities</b>						
Fees and charges	233,994	31.74%	▲		Greater quantity of Vehicle Inspections undertaken than expected. Sanitation Charges, Caravan Park and Management Fee from Doctors for running surgery income greater than budget.	
Interest earnings	35,143	39.15%	▲	Interest on Investment Account tracking higher than budgeted		
Other revenue	18,437	18.86%	▲		Positive variance is due to receipts from Insurance Claims, which were not budgeted for.	
Profit on disposal of assets	(52,800)	(80.69%)	▼			Some asset disposals have not yet taken place.
<b>Expenditure from operating activities</b>						
Materials and contracts	(173,388)	(11.60%)	▼		It support costs budgeted monthly with actual expenditure already incurred. Recovery of plant operating costs running behind budget.	Consultant fees higher than budget.
Depreciation on non-current assets	(2,622,293)	(81.65%)	▼			Depreciation is higher than budget following the review of asset depreciation rates. The rates were amended after the fair value valuation carried out as at 30 June 2024.
Other expenditure	17,655	13.12%	▲		Various other expenditure expenses have been come in lower than budgeted amount.	
Loss on disposal of assets	(50,872)	(252.03%)	▼	Some asset disposals have not yet taken place.		
Non-cash amounts excluded from operating activities	2,745,882	86.59%	▲		Depreciation is higher than budget following the review of asset depreciation rates. The rates were amended after the fair value valuation carried out as at 30 June 2024.	
<b>Investing activities</b>						
Proceeds from capital grants, subsidies and contributions	(2,059,193)	(88.92%)	▼			Budget Allocations for completed projects which are grant related in this FY are ahead of actuals.
Proceeds from disposal of assets	(96,492)	(37.84%)	▼			Some asset disposals have not yet taken place.
Payments for inventories, property, plant and equipment	1,467,879	50.73%	▲	Expenditure on capital projects is behind budget phasing.		
<b>Financing activities</b>						
Payments for principal portion of lease liabilities	6,604	100.00%	▲	Budget Phasing based on Monthly Distribution		
Transfer to reserves	31,347	21.03%	▲	Budget Phasing based on Monthly Distribution		
Surplus or deficit at the end of the financial year	(632,612)	78.20%	▼	Budget Phasing based on Monthly Distribution		

STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MAY 2025

BY PROGRAM

	Adopted Annual Budget (a)	Amended Annual Budget (d)	Amended YTD Budget (c)	YTD Actual (b)	Var. \$ (c)-(b)	Var. % (c)-(b)/(b)	Var. ▲▼
Note	\$	\$	\$	\$	\$	%	
<b>OPERATING ACTIVITIES</b>							
<b>Revenue from operating activities</b>							
Governance	60,389	60,389	55,308	55,807		0.90%	
General Purpose Funding - Rates	1,898,583	1,898,583	1,902,659	1,900,234	(2,425)	(0.13%)	
General Purpose Funding - Other	498,258	467,258	416,426	499,463	83,037	19.94%	▲
Law, Order and Public Safety	46,350	46,350	42,449	28,710	(13,739)	(32.37%)	▼
Health	55,900	55,900	51,205	54,001	2,796	5.46%	
Housing	194,141	194,141	177,925	182,249	4,324	2.43%	
Community Amenities	182,950	162,950	149,325	191,428	42,103	28.20%	▲
Recreation and Culture	98,383	108,383	100,045	89,561	(10,484)	(10.48%)	▼
Transport	313,244	370,574	352,392	502,887	150,495	42.71%	▲
Economic Services	318,935	366,935	340,846	269,127	(71,719)	(21.04%)	▼
Other Property and Services	118,500	118,500	108,592	104,306	(4,286)	(3.95%)	
	3,794,383	3,858,713	3,705,180	3,885,445	180,265	4.87%	
<b>Expenditure from operating activities</b>							
Governance	(906,880)	(862,880)	(808,043)	(995,343)	(187,300)	(23.18%)	▼
General Purpose Funding	(116,228)	(116,228)	(106,458)	(105,487)	971	0.91%	
Law, Order and Public Safety	(256,116)	(246,116)	(225,082)	(162,238)	62,844	27.92%	▲
Health	(567,981)	(575,981)	(525,958)	(384,599)	141,359	26.88%	▲
Education and Welfare	(73,151)	(71,151)	(64,955)	(105,724)	(40,769)	(62.77%)	▼
Housing	(276,926)	(313,926)	(285,296)	(354,133)	(68,837)	(24.13%)	▼
Community Amenities	(275,014)	(269,014)	(250,987)	(233,715)	17,272	6.88%	
Recreation and Culture	(1,529,195)	(1,439,146)	(1,315,052)	(1,748,197)	(433,145)	(32.94%)	▼
Transport	(4,283,418)	(3,833,926)	(3,310,140)	(5,141,240)	(1,831,100)	(55.32%)	▼
Economic Services	(998,979)	(1,117,479)	(1,031,407)	(1,006,718)	24,689	2.39%	
Other Property and Services	(145,356)	(148,356)	(149,721)	(736,573)	(586,852)	(391.96%)	▼
	(9,429,245)	(8,994,204)	(8,073,099)	(10,973,967)	(2,900,868)	(35.93%)	
Non-cash amounts excluded from operating activities	3,439,345	3,459,345	3,171,270	5,917,152	(52,663)	23.69%	
<b>Amount attributable to operating activities</b>	<b>(2,195,517)</b>	<b>(1,676,146)</b>	<b>(1,196,649)</b>	<b>(1,171,370)</b>	<b>25,279</b>	<b>(2.11%)</b>	
<b>INVESTING ACTIVITIES</b>							
<b>Inflows from investing activities</b>							
Proceeds from capital grants, subsidies and contributions	5,904,513	2,928,517	2,315,881	256,688	(2,059,193)	(88.92%)	▼
Proceeds from Disposal of Assets	223,276	370,276	254,992	158,500	(96,492)	(37.84%)	▼
Proceeds from financial assets at amortised cost - self supporting loans	0	0	0	0	0	0.00%	
	6,127,789	3,298,793	2,570,873	415,188	(2,155,685)	(83.85%)	
<b>Outflows from investing activities</b>							
Payments for inventories, property, plant and equipment and infrastructure	(6,453,730)	(3,888,489)	(2,893,382)	(1,425,503)	1,467,879	50.73%	▲
	(6,453,730)	(3,888,489)	(2,893,382)	(1,425,503)	1,467,879	(50.73%)	
<b>Amount attributable to investing activities</b>	<b>(325,941)</b>	<b>(589,696)</b>	<b>(322,509)</b>	<b>(1,010,315)</b>	<b>(687,806)</b>	<b>213.27%</b>	
<b>FINANCING ACTIVITIES</b>							
<b>Inflows from financing activities</b>							
Transfer from Reserves	0	250,000	0	0	0	0.00%	
	0	250,000	0	0	0	0.00%	
<b>Outflows from financing activities</b>							
Payments for principal portion of lease liabilities	(96,312)	(96,312)	(88,275)	0	88,275	100.00%	▲
Repayment of Debentures	(6,932)	(6,932)	(6,604)	(96,312)	(89,708)	(1358.39%)	▼
Transfer to Reserves	(162,964)	(453,027)	(149,061)	(117,714)	31,347	21.03%	▲
	(266,208)	(556,271)	(243,940)	(214,025)	29,915	12.26%	
<b>Amount attributable to financing activities</b>	<b>(266,208)</b>	<b>(306,271)</b>	<b>(243,940)</b>	<b>(214,025)</b>	<b>29,915</b>	<b>12.26%</b>	
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>							
<b>Surplus or deficit at the start of the financial year</b>	<b>2,787,665</b>	<b>2,572,113</b>	<b>2,572,113</b>	<b>2,572,113</b>	<b>0</b>	<b>0.00%</b>	
Amount attributable to operating activities	(2,195,517)	(1,676,146)	(1,196,649)	(1,171,370)	25,279	(2.11%)	
Amount attributable to investing activities	(325,941)	(589,696)	(322,509)	(1,010,315)	(687,806)	213.27%	
Amount attributable to financing activities	(266,208)	(306,271)	(243,940)	(214,025)	29,915	(12.26%)	
<b>Surplus or deficit at the end of the financial year</b>	<b>(0)</b>	<b>1</b>	<b>809,015</b>	<b>176,403</b>	<b>(632,612)</b>	<b>(78.20%)</b>	▼

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

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

**SHIRE OF BRUCE ROCK**  
**STATEMENT OF FINANCIAL POSITION**  
**FOR THE PERIOD ENDED 31 MAY 2025**

	30 June 2024	31 May 2025
	\$	\$
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	3,742,227	2,393,479
Trade and other receivables	250,734	351,036
Inventories	38,308	41,553
Contract assets	874,719	0
Other assets	18,689	0
<b>TOTAL CURRENT ASSETS</b>	<b>4,924,676</b>	<b>2,786,068</b>
<b>NON-CURRENT ASSETS</b>		
Trade and other receivables	21,463	3,136
Other financial assets	83,171	83,171
Property, plant and equipment	73,280,957	71,548,519
Infrastructure	157,205,374	154,317,097
Right-of-use assets	27,529	23,053
<b>TOTAL NON-CURRENT ASSETS</b>	<b>230,618,495</b>	<b>225,974,976</b>
<b>TOTAL ASSETS</b>	<b>235,543,171</b>	<b>228,761,044</b>
<b>CURRENT LIABILITIES</b>		
Trade and other payables	1,031,199	184,058
Other liabilities	67,911	1,061,070
Lease liabilities	6,640	6,640
Borrowings	96,312	0
Employee related provisions	411,650	411,650
<b>TOTAL CURRENT LIABILITIES</b>	<b>1,613,712</b>	<b>1,663,419</b>
<b>NON-CURRENT LIABILITIES</b>		
Lease liabilities	20,828	20,828
Borrowings	2,105,414	2,105,414
Employee related provisions	43,002	43,002
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>2,169,244</b>	<b>2,169,244</b>
<b>TOTAL LIABILITIES</b>	<b>3,782,957</b>	<b>3,832,663</b>
<b>NET ASSETS</b>	<b>231,760,214</b>	<b>224,928,381</b>
<b>EQUITY</b>		
Retained surplus	27,815,553	20,866,006
Reserve accounts	967,831	1,085,545
Revaluation surplus	202,976,830	202,976,830
<b>TOTAL EQUITY</b>	<b>231,760,214</b>	<b>224,928,381</b>

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

**BASIS OF PREPARATION**

The financial report has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying Regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are

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 16 to these financial statements.

**SIGNIFICANT ACCOUNTING POLICES**

**CRITICAL ACCOUNTING ESTIMATES**

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable making the judgements about carrying values of assets and liabilities 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:

- estimation of fair values of certain financial assets
- estimation of fair values of fixed assets shown at fair value
- impairment of financial assets

**GOODS AND SERVICES TAX**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

**ROUNDING OFF FIGURES**

All figures shown in this statement are rounded to the nearest dollar.

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 07 May 2023

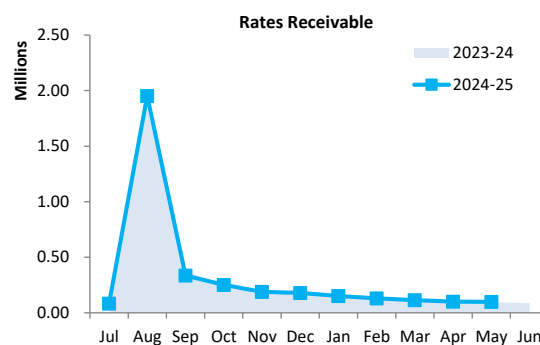


This information is to be read in conjunction with the accompanying Financial Statements and Notes.

FOR THE PERIOD ENDED 31 MAY 2025

## RECEIVABLES

Rates receivable	30 June 2024	31 May 2025
	\$	\$
Opening arrears previous years	96,032	72,266
Levied this year	1,978,618	2,080,087
Less - collections to date	(1,987,933)	(2,053,097)
Gross rates collectable	<b>86,717</b>	<b>99,256</b>
Allowance for impairment of rates/trade receivable	(14,451)	(14,451)
Net rates collectable	<b>72,266</b>	<b>84,805</b>
% Collected	95.8%	95.4%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(2,784)	222,775	11,241	3,484	29,849	264,565
Percentage	(1.1%)	84.2%	4.2%	1.3%	11.3%	
<b>Balance per trial balance</b>						
Sundry receivable						264,565
Allowance for impairment of rates/trade receivable						(14,451)
<b>Total receivables general outstanding</b>						<b>268,055</b>

Amounts shown above include GST (where applicable)

## KEY INFORMATION

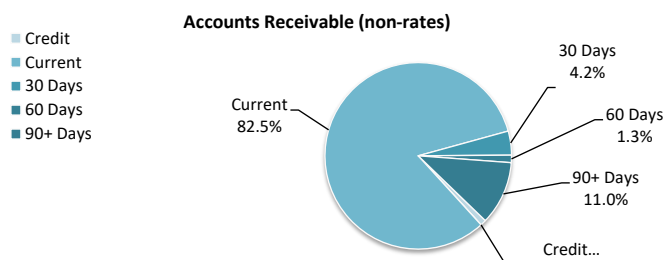
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

## 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.



# NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MAY 2025

## ADJUSTED NET CURRENT ASSETS STATEMENT OF FINANCIAL ACTIVITY INFORMATION

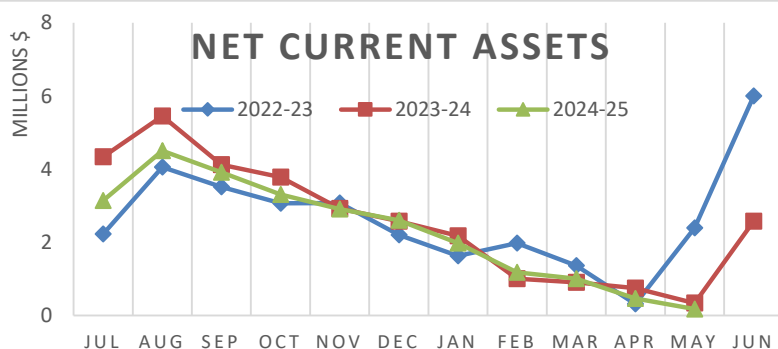
		Last Years Closing	This Time Last Year	Year to Date Actual
Adjusted Net Current Assets	Note	30/06/2024	31/05/2024	31/05/2025
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted		2,763,912	222,646	1,296,951
Cash Restricted - Reserves		967,831	861,211	1,085,545
Receivables - Rates		55,852	81,738	82,981
Receivables - Other		194,882	143,472	268,055
Other Assets Other Than Inventories		893,407	616,490	0
Inventories		38,308	50,175	41,553
		4,914,192	1,975,732	2,775,085
<b>Less: Current Liabilities</b>				
Payables		(1,019,736)	(179,421)	(171,945)
Contract and Capital Grant/Contribution Liabilities		(67,911)	(351,872)	(1,061,070)
Bonds & Deposits		(980)	(980)	(1,130)
Loan and Lease Liability		(102,952)	(2,915)	(6,640)
Provisions		(411,650)	(371,811)	(411,650)
		(1,603,229)	(906,999)	(1,652,435)
Less: Cash Reserves		(967,831)	(861,211)	(1,085,545)
Add Back: Component of Leave Liability not Required to be funded		126,028	126,028	132,658
Add Back: Loan and Lease Liability		102,952	2,915	6,640
Less : Loan Receivable - clubs/institutions		0	0	0
Less : Trust Transactions Within Muni		0	0	0
<b>Net Current Funding Position</b>		<b>2,572,113</b>	<b>336,466</b>	<b>176,403</b>

### SIGNIFICANT ACCOUNTING POLICIES

Please see Note 1(a) for information on significant accounting policies relating to Net Current Assets.

### KEY INFORMATION

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) as presented on the Rate Setting Statement.



**This Year YTD**

**Surplus(Deficit)**

**\$.18 M**

**Last Year YTD**

**Surplus(Deficit)**

**\$.34 M**



CAPITAL ACQUISITIONS

Capital acquisitions	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$	\$	\$	\$	\$
Buildings	2,821,500	191,500	141,825	29,973	(111,852)
Furniture and equipment	135,000	175,000	116,666	17,645	(99,021)
Plant and equipment	480,000	726,000	399,329	261,919	(137,410)
Infrastructure - roads	1,673,230	1,783,350	1,444,662	398,068	(1,046,594)
Infrastructure - bridges	954,000	732,337	530,719	401,568	(129,151)
Infrastructure - footpaths	130,000	130,000	129,993	91,238	(38,755)
Infrastructure - drainage	130,000	80,000	73,326	63,749	(9,577)
Infrastructure - other	130,000	30,000	29,994	161,342	131,348
<b>Payments for Capital Acquisitions</b>	<b>6,453,730</b>	<b>3,888,489</b>	<b>2,893,382</b>	<b>1,425,503</b>	<b>(1,467,879)</b>
<b>Capital Acquisitions Funded By:</b>					
	\$	\$	\$	\$	\$
Capital grants and contributions	5,904,513	2,928,517	2,315,881	256,688	(2,059,193)
Other (disposals & C/Fwd)	223,276	370,276	254,992	158,500	(96,492)
Contribution - operations	275,941	339,696	322,509	1,010,315	687,806
<b>Capital funding total</b>	<b>6,453,730</b>	<b>3,888,489</b>	<b>2,893,382</b>	<b>1,425,503</b>	<b>(1,467,879)</b>

**SIGNIFICANT ACCOUNTING POLICIES**

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

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.

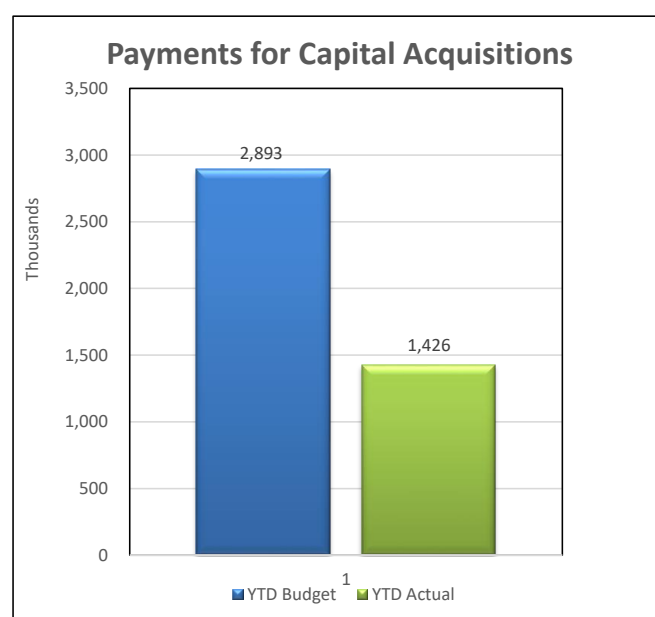
**Initial recognition and measurement for assets held at cost**

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 recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

**Initial recognition and measurement between**

**mandatory revaluation dates for assets held at fair value**

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration 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.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MAY 2025

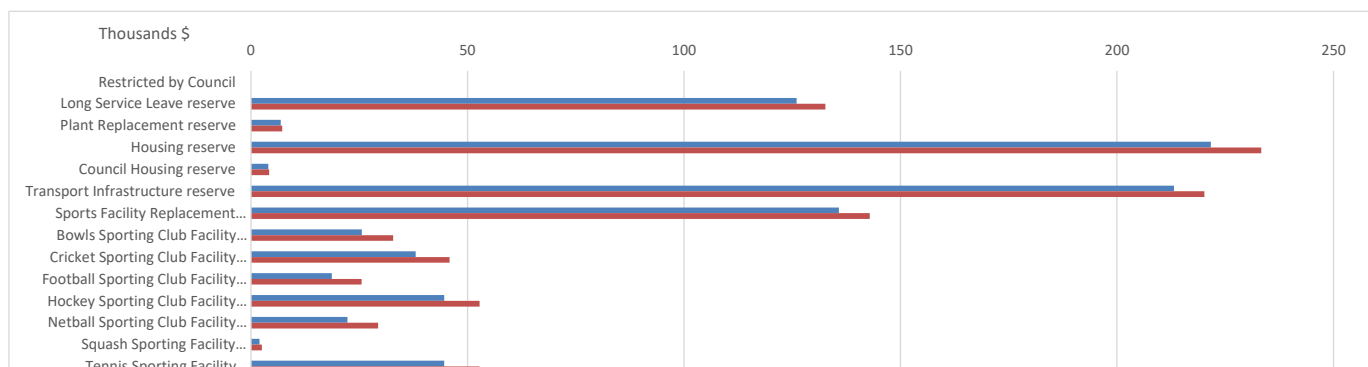
OPERATING ACTIVITIES

RESERVE ACCOUNTS

Reserve accounts

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Restricted by Council</b>									
Long Service Leave reserve	126,028	5,041	6,629	0	0	0	0	131,069	132,658
Plant Replacement reserve	6,872	275	361	290,063	0	(250,000)	0	47,210	7,234
Housing reserve	221,657	8,866	11,660	0	0	0	0	230,523	233,317
Council Housing reserve	4,008	160	211	0	0	0	0	4,168	4,219
Transport Infrastructure reserve	213,162	8,526	7,008	50,000	0	0	0	271,688	220,170
Sports Facility Replacement reserve	135,773	5,431	7,142	0	0	0	0	141,204	142,915
Bowls Sporting Club Facility Replacement reserve	25,591	1,024	1,244	0	6,000	0	0	26,615	32,835
Cricket Sporting Club Facility Replacement reserve	38,025	1,521	1,848	8,000	6,000	0	0	47,546	45,873
Football Sporting Club Facility Replacement reserve	18,641	746	906	8,000	6,000	0	0	27,387	25,547
Hockey Sporting Club Facility Replacement reserve	44,616	1,785	2,168	8,000	6,000	0	0	54,401	52,784
Netball Sporting Club Facility Replacement reserve	22,274	891	1,083	8,000	6,000	0	0	31,165	29,357
Squash Sporting Facility Replacement reserve	1,966	79	96	750	450	0	0	2,795	2,511
Tennis Sporting Facility Replacement reserve	44,605	1,784	2,168	6,000	6,000	0	0	52,389	52,772
Shire Hockey Turf Facility Replacement reserve	47,271	1,891	2,297	30,000	30,000	0	0	79,162	79,568
Shackleton Bowls Club Facility Replacement Reserve	17,342	694	843	5,500	5,600	0	0	23,536	23,785
	<b>967,831</b>	<b>38,714</b>	<b>45,664</b>	<b>414,313</b>	<b>72,050</b>	<b>(250,000)</b>	<b>0</b>	<b>1,170,858</b>	<b>1,085,545</b>

KEY INFORMATION



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MAY 2025**

**BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL/JOB Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
<b>Budget adoption</b>							0
	Difference between Adopted Budget and Annual Financial Statements		Opening Surplus(Deficit)			(215,552)	(215,552)
130304	INC - Supermarket - Donations/Contributions towards Rebuild	Sep-24	Operating Revenue		50,000		(165,552)
131314	INC - H&RC - Non-Operating Grants	Sep-24	Operating Revenue		18,000		(147,552)
042210	EXP - Admin - Audit Expenses GEN	Sep-24	Operating Expenses		40,725		(106,827)
042238	EXP - Admin - Financial Management Systems	Sep-24	Operating Expenses			(6,825)	(113,652)
042239	EXP - Admin - Regulation 17 Compliance (Audit) Expenses GEN	Sep-24	Operating Expenses			(3,900)	(117,552)
130300	Final Payment to Devlins (Supermarket Project)	Sep-24	Operating Expenses			(98,000)	(215,552)
032300	WALGGC Local Roads Grant	Jan-25	Operating Revenue			(24,000)	(239,552)
032301	Grants Commission Grant	Jan-25	Operating Revenue			(7,000)	(246,552)
041205	Councillors Conference Expenses	Jan-25	Operating Expenses		10,000		(236,552)
041206	Council Meeting Lunches	Jan-25	Operating Expenses			(1,000)	(237,552)
041207	Council Meeting Dinners and Receptions Exp.	Jan-25	Operating Expenses		10,000		(227,552)
042205	Computer Equipment and Software Expenses	Jan-25	Operating Expenses		30,000		(197,552)
042208	Stationary and Postage	Jan-25	Operating Expenses		2,000		(195,552)
042218	Reception Expenses	Jan-25	Operating Expenses		1,000		(194,552)
042219	Maintenance on Building Expenses (2100)	Jan-25	Operating Expenses		5,000		(189,552)
042231	Consultant Fees Expenses	Jan-25	Operating Expenses			(45,000)	(234,552)
042236	DCEO's Residence	Jan-25	Operating Expenses		2,000		(232,552)
051204	Maintenance Emergency Services Building	Jan-25	Operating Expenses		10,000		(222,552)
071206	EHO Vehicle Operating Costs	Jan-25	Operating Expenses		8,000		(214,552)
071208	STED Scheme Subsidy	Jan-25	Operating Expenses		10,000		(204,552)
071214	Consultants for Health	Jan-25	Operating Expenses			(31,000)	(235,552)
073202	Locum (Relief for Doctor)	Jan-25	Operating Expenses		10,000		(225,552)
073214	Doctors Vehicle Expenses	Jan-25	Operating Expenses		2,000		(223,552)
073226	Med Centre - Insurance Expenses	Jan-25	Operating Expenses			(7,000)	(230,552)
082202	Senior Citizens - Settlers Court Amenities	Jan-25	Operating Expenses		2,000		(228,552)
093205	61 Westral Street Maintenance	Jan-25	Operating Expenses			(6,000)	(234,552)
093211	23 Collier Street Maintenance	Jan-25	Operating Expenses			(2,000)	(236,552)
094208	119 Noonajin Rd Maintenance	Jan-25	Operating Expenses			(8,000)	(244,552)
093204	117 Noonajin Rd Maintenance	Jan-25	Operating Expenses			(15,000)	(259,552)
094204	12 Buller Road maintenance	Jan-25	Operating Expenses			(8,000)	(267,552)
094206	99 Noonajin Rd Maintenance	Jan-25	Operating Expenses		2,000		(265,552)
102207	Cemetery Mosaic Slabs	Jan-25	Operating Expenses		6,000		(259,552)
103250	Profit on Disposal of Residential Subdivisions	Jan-25	Non Cash Item	(20,000)			(259,552)
111201	Ampitheatre Building Maintenance	Jan-25	Operating Expenses		5,000		(254,552)
112204	Main Street Gardens	Jan-25	Operating Expenses		20,000		(234,552)
112208	Parks and Gardens Reserves	Jan-25	Operating Expenses		1,000		(233,552)
112210	Ardith Townsite Maintenance	Jan-25	Operating Expenses		1,500		(232,052)
112211	Shackleton Townsite Maintenance	Jan-25	Operating Expenses		5,000		(227,052)
112212	Babakin Town Maintenance	Jan-25	Operating Expenses		4,000		(223,052)
112214	Greenhouse	Jan-25	Operating Expenses		1,000		(222,052)
112215	Flagpole Repairs	Jan-25	Operating Expenses		1,000		(221,052)
112216	Liquid Fertilizer Plant	Jan-25	Operating Expenses		1,000		(220,052)
J11246	Landscape Architect for Playground	Jan-25	Capital Expenses			(4,000)	(224,052)
113201	Bruce Rock Shire Hall Maintenance	Jan-25	Operating Expenses			(8,000)	(232,052)
113202	Shackleton Hall Maintenance	Jan-25	Operating Expenses		1,000		(231,052)
113205	Babakin Sports Pavilion Maintenance	Jan-25	Operating Expenses		1,000		(230,052)
113214	Skate Park Maintenance	Jan-25	Operating Expenses		1,000		(229,052)
113215	Hockey Turf Maintenance	Jan-25	Operating Expenses		1,000		(228,052)
113219	Bruce Rock Agricultural Show	Jan-25	Operating Expenses		10,000		(218,052)
113220	Netball Courts at Rec Centre	Jan-25	Operating Expenses			(1,000)	(219,052)
113226	Halls and Rec Centre Insurance	Jan-25	Operating Expenses			(5,000)	(224,052)
113227	Rec Centre Turf and Retic Maintenance	Jan-25	Operating Expenses		4,000		(220,052)
113229	Rodeo Grounds	Jan-25	Operating Expenses			(1,000)	(221,052)
113232	Rec Centre Carpark and Gardens Maintenance	Jan-25	Operating Expenses		3,000		(218,052)
113300	Maintenance of Hockey Carpark and Gardens	Jan-25	Operating Expenses		15,000		(203,052)
114202	Aquatics Centre Gardens Maintenance	Jan-25	Operating Expenses		2,000		(201,052)
114204	Aquatic Centre Chemical Expenses	Jan-25	Operating Expenses		6,000		(195,052)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MAY 2025**

**BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL/JOB Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
114220	Australia Day (Grant)	Jan-25	Operating Expenses			(4,211)	(199,263)
114305	Australia Day (Grant)	Jan-25	Operating Revenue		10,000		(189,263)
115204	Library Other Costs	Jan-25	Operating Expenses		1,000		(188,263)
117202	Machinery Museum Maintenance	Jan-25	Operating Expenses		20,000		(168,263)
117206	War Memorial Maintenance	Jan-25	Operating Expenses		3,200		(165,063)
117210	Centenary Celebrations	Jan-25	Operating Expenses		1,560		(163,503)
121203	Airstrip Maintenance	Jan-25	Operating Expenses			(6,000)	(169,503)
121206	Bridges and Culverts Maintenance	Jan-25	Operating Expenses			(1,200)	(170,703)
121207	Traffic Signs Safety Plans	Jan-25	Operating Expenses		1,400		(169,303)
121217	Rural Street Numbering	Jan-25	Operating Expenses		5,000		(164,303)
121313	Street Lighting Subsidy	Jan-25	Operating Revenue		6,000		(158,303)
134201	Standpipes Noonajin Road	Jan-25	Operating Expenses		4,000		(154,303)
135203	Factory Unit and Shops - Unit 3 Swan Street	Jan-25	Operating Expenses			(1,000)	(155,303)
135211	Factory Unit and Shops - 34 Johnson Street	Jan-25	Operating Expenses			(7,000)	(162,303)
135215	Factory Unit and Shops - 46 Johnson Street	Jan-25	Operating Expenses			(4,000)	(166,303)
135219	Factory Unit and Shops -Bunker (Railway Station)	Jan-25	Operating Expenses			(500)	(166,803)
135221	Factory Unit and Shops - Vacant Land Expenses	Jan-25	Operating Expenses			(1,000)	(167,803)
135226	Factory Unit and Shops - Insurance	Jan-25	Operating Expenses			(5,000)	(172,803)
136201	EXP - Dam 1	Jan-25	Operating Expenses			(1,000)	(173,803)
136202	EXP - Dam 2	Jan-25	Operating Expenses			(1,000)	(174,803)
J113612	MRWA Grant	Jan-25	Operating Revenue			(30,000)	(204,803)
J113612A	CWSP Grant	Jan-25	Operating Revenue		20,000		(184,803)
138216	Main Street Redevelopment Project	Jan-25	Operating Expenses			(10,000)	(194,803)
138312	Comm-Dev Grant	Jan-25	Operating Revenue		5,000		(189,803)
138301	Grant for Back to the Bush	Jan-25	Operating Revenue			(7,000)	(196,803)
138302	Sale of Land Receipts	Jan-25	Operating Revenue		13,000		(183,803)
139205	NRMO Vehicle BK123 Maintenance	Jan-25	Operating Expenses		6,000		(177,803)
141201	Batching Plant Maintenance	Jan-25	Operating Expenses			(3,000)	(180,803)
121314	Proceeds on Disposal of Assets (Flocon Tank)	Jan-25	Capital Revenue		34,000		(146,803)
J04207	New Phone System	Jan-25	Capital Expenses		15,000		(131,803)
J12153	Convertor Dolly	Jan-25	Capital Expenses		32,000		(99,803)
J11144	Repair and Renovation of Ampitheatre	Jan-25	Capital Expenses		8,500		(91,303)
J12175	Purchase of Sign Truck	Jan-25	Capital Expenses		52,000		(39,303)
RC203	Gravel Sheeting Program	Jan-25	Capital Expenses		100,000		60,697
J94401	Relevelling of 39 Westral St	Jan-25	Capital Expenses		30,000		90,697
J11332	Advanced Sound and Lights at Townhall	Jan-25	Capital Expenses		50,000		140,697
J11501	Pool Heat Mat	Jan-25	Capital Expenses		90,000		230,697
J13107	Caravan Park Roof Restoration	Jan-25	Capital Expenses		8,500		239,197
151201	Transfer to Plant Reserve	Jan-25	Capital Expenses			(199,196)	40,001
J11780	Bruce Rock Central Playground	Apr-25	Capital Expenses		2,736,000		2,776,001
J11332	Townhall Upgrades	Apr-25	Capital Expenses			(105,000)	2,671,001
J11146	Amphitheatre Sound Shell Upgrade	Apr-25	Capital Expenses			(149,000)	2,522,001
J11501	Aquatic Centre Upgrade	Apr-25	Capital Expenses			(170,000)	2,352,001
J12177	Weather Station at Airstrip	Apr-25	Capital Expenses			(40,302)	2,311,699
DC002	Drainage Construction - Narembeen Boundary Road	Apr-25	Capital Expenses		50,000		2,361,699
RC003	RC Bruce Rock South Rd	Apr-25	Capital Expenses			(50,000)	2,311,699
J11780A	LRCIP Phase 4 Funding - Bruce Rock Central Playground	Apr-25	Operating Revenue			(526,302)	1,785,397
J11780	LotteryWest Grant - Bruce Rock Central Playground	Apr-25	Operating Revenue			(2,209,698)	(424,301)
J11332	LRCIP Funding - Town Hall Upgrades	Apr-25	Operating Revenue		85,000		(339,301)
J11146	LRCIP Funding - Amphitheatre Sound Shell Upgrade	Apr-25	Operating Revenue		141,000		(198,301)
J11501A	LRCIP Funding - Aquatic Centre Upgrades	Apr-25	Operating Revenue		170,000		(28,301)
J12177	LRCIP Funding - Weather Station at Airstrip	Apr-25	Operating Revenue		40,302		12,001
121319	INC - Roads - Grant Funding for Transport - LRCI	Apr-25	Operating Revenue			(303,000)	(290,999)
RCI050A	LRCIP Funding - Old Beverley Rd	Apr-25	Operating Revenue		83,582		(207,417)
DCI001	LRCIP Funding - Drainage Construction - Cemetary	Apr-25	Operating Revenue		40,000		(167,417)
RCI003	LRCIP Funding - Bruce Rock South Rd	Apr-25	Operating Revenue		50,000		(117,417)
FCI187	LRCIP Funding - Butler Street Footpath Construction (Between Railway Pde and Farral St)	Apr-25	Operating Revenue		26,000		(91,417)
FCI137A	LRCIP Funding - Butcher St (between Parry and Bruce St & parry to Mc Calls)	Apr-25	Operating Revenue		38,000		(53,417)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MAY 2025**

**BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL/JOB Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
FCI161	LRCIP Funding - Railway Parade Footpath Construction	Apr-25	Operating Revenue		66,000		12,583
RR015	R2R - Hines Hill Road	Apr-25	Capital Expenses			(75,120)	(62,537)
RR0045	Narembeen Cumminin Road Intersection Reconstruction	Apr-25	Capital Expenses		75,000		12,463
FCI137	R2R Grant - Asphalt Reseal to Bath St	Apr-25	Operating Revenue			(50,000)	(37,537)
RRI163	R2R Grant - Totadgin Rd 3.8 km Yarding Ardath Rd 1.2 Km	Apr-25	Operating Revenue			(759,880)	(797,417)
R2R025	R2R - Gmeiner Road	Apr-25	Capital Expenses			(32,000)	(829,417)
R2R029	R2R - Erikin South Road	Apr-25	Capital Expenses			(28,000)	(857,417)
R2RI025	R2R Grant - Gmeiner Road	Apr-25	Operating Revenue		32,000		(825,417)
R2RI029	R2R Grant - Erikin South Road	Apr-25	Operating Revenue		28,000		(797,417)
R2RI176	R2R Grant - Bruce Rock-Narembeen Road	Apr-25	Operating Revenue		375,000		(422,417)
RRI015	R2R Grant - Hine Hill Road	Apr-25	Operating Revenue		385,000		(37,417)
BR026	Bridge Programme - Narembeen Boundary Rd (Br:5011)	Apr-25	Capital Expenses		75,000		37,583
BR070	Zis Rd (Bridge no: 5016)	Apr-25	Capital Expenses		100,000		137,583
BR092	Bridges - Cukela Rd (Bridge 5017)	Apr-25	Capital Expenses		75,000		212,583
BR093	Bozanich Rd (Bridge no: 5018)	Apr-25	Capital Expenses		105,000		317,583
BRI092	WALGGC Special Grant - Special Bridge Work (Cukela Bridge # 5017)	Apr-25	Operating Revenue			(355,000)	(37,417)
BRI004	MRWA Special Bridge Funding - Yarding - Ardath Rd - Bridge # 4059A	Apr-25	Operating Revenue			(340,000)	(377,417)
BR029	Erikin South Rd (Bridge no; 6033)	Apr-25	Capital Expenses			(133,337)	(510,754)
RM999	Road Maintenance Job - Budget Purposes	Apr-25	Operating Expenses		450,292		(60,462)
121314	CAP INC - Plant - Proceeds on Disposal of Asset	Apr-25	Capital Revenue		100,000		39,538
121502	CAP INC - Plant - Realisation on Disposal of Asset	Apr-25	Capital Revenue	(100,000)			39,538
151201	RES - Transfer INTO - Plant Reserve	Apr-25	Capital Expenses			(100,000)	(60,462)
J12178	Purchase of Multi Patcher	Apr-25	Capital Expenses			(250,000)	(310,462)
151301	RES - Transfer FROM - Plant Reserve	Apr-25	Capital Revenue		250,000		(60,462)
121316	INC - Plant - Sale of Surplus Plant	Apr-25	Operating Revenue		51,330		(9,132)
151201	RES - Transfer INTO - Plant Reserve	Apr-25	Capital Expenses		9,133		1
				(120,000)	6,455,024	(6,455,023)	1

## 10.3.3 Schedule of Fees and Charges for the 2025-26 Budget

File Reference	062025.10.3.3
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	10 June 2025
Author	Mike Darby – Manager of Finance
Authorising Officer	Mark Furr – Chief Executive Officer
<b>Attachments</b> 1. Proposed Fees and Charges Schedule for Financial Year 2025/26	

**Summary**

The Shire's proposed Fees and Charges are presented to Council for consideration for the Financial Year 2025/26.

**Background**

The proposed Fees and Charges have been collated and compiled in consultation with Management, who collectively are responsible for providing the relevant services to the community and ensuring appropriate levels of income/cost recovery are generated for the Shire.

Attached is a schedule of the proposed Fees and Charges for 2025/26, for Council's consideration and adoption. Council is advised that where applicable, an increase of up to approximately 6% was applied to non-Statutory Fees & Charges.

**Consultation**

In consideration of the forthcoming years fees and charges, the following consultation has occurred:

- Elected Members;
- Manager of Finance;
- Manager of Governance and Community Services;
- Manager of Strategic Business Development; and
- Manager of Works and Services.

**Statutory Environment**

The following sections of the Local Government Act 1995 relate:

- Section 6.16 (Imposition of Fees and charges);
- Section 6.17 (Setting level of Fees and Charges);
- Section 6.19 (Local Government to give notice of Fees and Charges); and
- Section 1.7 (Local public notice).

**Policy Implications**

The Council's Policy Manual contains no policies that relate and nor are there any proposed.

### Financial Implications

The revenue raised from fees and charges set by Council will underpin to a degree, its ability to provide services and facilities for the following financial year and into the future.

### Strategic Implications

Shire of Bruce Rock Strategic Community Plan 2022-2032	
Outcome:	4.0 Governance Priorities
Strategy:	4.1 Our organisation is well positioned and has capacity for the future.

### Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Failure to regularly and effectively review the Shire's Fees and Charges could result in undercharging, which would have a detrimental effect on service sustainability and subsequent additional draw on municipal funds.	Unlikely (2)	Moderate (3)	Medium (5-9)	Asset Sustainability	Accept Officer Recommendation

### Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of **six (6)** has been determined for this item. Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

### Comment/Conclusion

A complete list of fees and charges (including statutory) have been included in the schedule to provide users with a single point of reference for fees and charges. Please note that Statutory Fees and Charges can be altered at any time by relevant Government Departments and if this occurs the Fees & Charges Schedule will be updated.

### Voting Requirements

Absolute Majority

**OFFICERS' RECOMMENDATION**

**That with respect to the proposed Schedule of Fees and Charges for the 2025/26 Financial Year (Attachment 1), Council:**

- 1. Include the Fees and Charges in the 2025/26 Annual Budget; and**
- 2. Undertake advertising by local public notice, pursuant to Section 6.19 of the Local Government Act 1995, for the information of the public, prior to 30 June 2025, enabling them to take effect on and from 1 July 2025.**



# SHIRE OF BRUCE ROCK

## SCHEDULE OF FEES & CHARGES FOR 2025-26



DESCRIPTION	DETAILS	CHARGING	2024/25	2025/26	FEE	GST	TOTAL	GL
<b>GENERAL PURPOSE FUNDING</b>								
Property Information Request (EAS)	Rate Enquiry Fee	Each	\$86.00	\$91.20	\$82.91	\$8.29	\$91.20	031316
	Orders & Requisition Requests	Each	\$86.00	\$91.20	\$82.91	\$8.29	\$91.20	031316
	Rate Enquiry and Orders & Requisition Requests	Each	\$172.00	\$182.40	\$165.82	\$16.58	\$182.40	031316
	Enquiries not of a general nature requiring research	Hour	\$78.00	\$83.00	\$75.45	\$7.55	\$83.00	031316
	Certificate of Title Searches through Landgate	Each Title	\$52.00	\$55.50	\$50.45	\$5.05	\$55.50	031316
Rate Instalments	Instalment Administration Fee for 2 Payment Plan (\$12.30 per notice x 1)	Per Notice	\$11.60	\$12.30	\$11.18	\$1.12	\$12.30	031309
	Instalment Administration Fee for 4 Payment Plan (\$12.30 per notice x 3)	Per Notice	\$34.80	\$36.90	\$33.55	\$3.35	\$36.90	031309
Rates Recovery	Administration Fee (Charged by Shire's Debt Collection Service)		Actual Cost					031204
Copy of Rate Notice	Re-print Copy of Rate Notice	Each	\$16.00	\$17.00	\$15.45	\$1.55	\$17.00	042307
Dishonoured Cheque Recovery Fee	Cost to recover dishonoured cheque fee	Each	Cost + 20%					032312
Full Rate Book	Printed or Electronic	Each	\$150.00	\$159.00	\$144.55	\$14.45	\$159.00	031316
Photocopying	- 5 A4 pages per school aged child for assignments	5 Pages	No Charge					
Elections	Sale of Electoral Rolls (Paper or Electronic)	Each	\$85.00	\$90.50	\$82.27	\$8.23	\$90.50	042306
History Books	- Bruce Rock Local History Book (Hard Cover)	Each	\$21.00	\$22.00	\$20.00	\$2.00	\$22.00	042309
	- Bruce Rock Local History Book (Leather Cover)	Each	\$33.00	\$35.00	\$31.82	\$3.18	\$35.00	042309
	- Bruce Rock School History Books	Each	\$7.00	\$7.50	\$6.82	\$0.68	\$7.50	042309
Postage of History Books	- Local History Book (WA destination)	Each	\$11.60	\$12.50	\$11.36	\$1.14	\$12.50	042309
	- Local History Book (outside WA destination)	Each	\$11.60	\$12.50	\$11.36	\$1.14	\$12.50	042309
	- School History Book	Each	\$7.50	\$8.00	\$7.27	\$0.73	\$8.00	042309
Sale of Shire Merchandise	Hats	Each	\$13.00	\$14.00	\$12.73	\$1.27	\$14.00	042310
	Stubbie Holders	Each	\$9.00	\$9.50	\$8.64	\$0.86	\$9.50	042310
	Water Bottles	Each	\$24.00	\$25.50	\$23.18	\$2.32	\$25.50	042310
	Coffee Mugs	Each	\$18.00	\$19.00	\$17.27	\$1.73	\$19.00	042310
<b>LAW, ORDER &amp; PUBLIC SAFETY</b>								
VES Building	Hire of Meeting Room (for Elections and the like)	Per Day	\$200.00	\$300.00	\$272.73	\$27.27	\$300.00	051303
Dog Pound Fees	Surrender of Dog	Per Dog	\$88.00	\$93.00	\$84.55	\$8.45	\$93.00	052302
	Impounding Fee	Per Dog	\$77.00	\$82.00	\$74.55	\$7.45	\$82.00	052302
	Release Fee	Per Dog	\$47.00	\$50.00	\$45.45	\$4.55	\$50.00	052302
	Daily Sustenance Fee	Per Day	\$22.50	\$24.00	\$21.82	\$2.18	\$24.00	052302
Cat Pound Fees	Surrender of Cat	Per Cat	\$88.00	\$93.00	\$84.55	\$8.45	\$93.00	052302
	Impounding Fee	Per Cat	\$77.00	\$82.00	\$74.55	\$7.45	\$82.00	052302
	Release Fee	Per Cat	\$47.00	\$50.00	\$45.45	\$4.55	\$50.00	052302
	Daily Sustenance Fee	Per Day	\$22.50	\$24.00	\$21.82	\$2.18	\$24.00	052302

# SHIRE OF BRUCE ROCK

## SCHEDULE OF FEES & CHARGES FOR 2025-26



DESCRIPTION	DETAILS	CHARGING	2024/25	2025/26	FEE	GST	TOTAL	GL	
HEALTH									
Dental Surgery Rent	Monthly rental of Dental Surgery	Monthly	\$868.00	\$920.00	\$836.36	\$83.64	\$920.00	072302	
Daily Rental of Consult Room at Medical Centre (Non Doctor)	Daily Rental of Medical Consult Room	Daily	\$135.50	\$143.50	\$130.45	\$13.05	\$143.50	073302	
Instant Drug Testing	Conducted at Medical Centre	Per Test	\$82.00	\$87.00	\$79.09	\$7.91	\$87.00	073305	
Hire of Consult Room for Female GP	Daily Rental of Medical Consult Room	Daily	\$440.00	\$440.00	\$400.00	\$40.00	\$440.00	073302	
Cleaning of Infant Health Nurse's Rooms	WA Country Health	Annual (Inv Quarterly)	\$3,970.00	\$4,210.00	\$3,827.27	\$382.73	\$4,210.00	074302	
EDUCATION & WELFARE									
Rental of Playgroup Building - Butcher St	Bruce Rock Playgroup	1/2 Yearly	\$368.00	\$390.00	\$354.55	\$35.45	\$390.00	081301	
	Occasional Use of Playgroup Building	Per Hour	\$30.00	\$32.00	\$29.09	\$2.91	\$32.00	081301	
Rental of Senior Citizens Building	Bruce Rock Senior Citizens Association		No Charge						
Rental of Daycare Building	Bruce Rock Daycare Centre	Monthly	\$202.00	\$220.00	\$200.00	\$20.00	\$220.00	083301	
Men's Shed			No Charge						
Hire of Settlers Court Amenities Room	Meeting & Consult Rooms	Monthly	\$500.00	\$530.00	\$481.82	\$48.18	\$530.00	082302	
Gas at Settlers Court	Consumption of Gas by Residents at Settlers Court	Monthly	At Cost						091302
HOUSING									
Singles Housing	McDonald Court, Johnson St	Weekly	\$128.00	\$135.50	\$135.50		\$135.50	092301	
	Farrall Court, Farrall St	Weekly	\$128.00	\$135.50	\$135.50		\$135.50	092302	
Cleaning Charge on Vacating Property	Charge per hour if Unit not cleaned prior to vacating	Per Hour	\$84.00	\$89.00	\$89.00	\$8.90	\$97.90	092304	
Joint Venture Housing	53 Dampier St	Weekly	\$172.00	\$182.00	\$182.00		\$182.00	093301	
	43 Westral St	Weekly	As per Lease						093301
	57 Westral St	Weekly	\$172.00	\$182.00	\$182.00		\$182.00	093301	
GROH Rentals	61 Westral St (GROH)	Monthly	As per Lease						093302
	119 Noonajin Rd (GROH)	Monthly	As per Lease						093302
	44 Curlew Dr (GROH)	Monthly	As per Lease						093302
Other Rentals	60 Westral St	Weekly	\$89.00	\$94.40	\$94.40		\$94.40	093303	
	99 Noonajin Rd	Weekly	\$315.00	\$333.50	\$333.50		\$333.50	093303	
Cleaning Charge on Vacating Property	Charge per hour if House not cleaned prior to vacating	Per Hour	\$84.00	\$89.00	\$89.00	\$8.90	\$97.90	093305	
Staff Housing	Dunstall St (Rec Centre)	Weekly	As per Lease						094301
	39 Westral St	Weekly	As per Lease						094301
	58 Dampier Street	Weekly	As per Lease						09
	60 Dampier Street	Weekly	As per Lease						
	50 Curlew Drive	Weekly	As per Lease						
	117 Noonajin Rd	Weekly	As per Lease						
	23 Collier St	Weekly	As per Lease						094301
	12 Buller Rd	Weekly	As per Lease						094301
	21 Collier St	Weekly	As per Lease						094301

SHIRE OF BRUCE ROCK

SCHEDULE OF FEES & CHARGES FOR 2025-26



DESCRIPTION	DETAILS	CHARGING	2024/25	2025/26	FEE	GST	TOTAL	GL
Cleaning Charge on Vacating Property	Charge per hour if House not cleaned prior to vacating	Per Hour	\$84.00	\$89.00	\$80.91	\$8.09	\$89.00	094302

# SHIRE OF BRUCE ROCK

## SCHEDULE OF FEES & CHARGES FOR 2025-26



DESCRIPTION	DETAILS	CHARGING	2024/25	2025/26	FEE	GST	TOTAL	GL
<b>COMMUNITY AMENITIES</b>								
Kerbside Rubbish Collection Fees	Refuse Collection	Annual	\$331.00	TBD	\$331.00		\$331.00	101301
	Pensioner	Annual	\$165.50	TBD	\$165.50		\$165.50	101300
	Senior	Annual	\$248.25	TBD	\$248.25		\$248.25	101300
	** Annual fee is for pickup of one bin per week							
	** Extra bins, incur extra collection fee per bin							
Kerbside Recycling Fees	Recycling Collection	Annual	\$134.00	TBD	\$134.00		\$134.00	101307
	Pensioner	Annual	\$67.00	TBD	\$67.00		\$67.00	101308
	Senior	Annual	\$100.50	TBD	\$100.50		\$100.50	101308
	** Annual fee is for pickup of one bin per week							
	** Extra bins, incur extra collection fee per bin							
Sale of Rubbish Bins	Sale of Mobile Garbage Bin 240L	Per Bin	\$158.00	TBD	\$143.64	\$14.36	\$158.00	101303
Disposal Fees for Refuse Site (For Waste Generated in the Shire of Bruce Rock Only)	Bulk Commercial/Industrial inert waste - per m3	Per m <sup>3</sup>	\$53.00	TBD	\$48.18	\$4.82	\$53.00	101304
	Bulk Demolition waste - per m3	Per m <sup>3</sup>	\$53.00	TBD	\$48.18	\$4.82	\$53.00	101304
	Wrapped Asbestos Waste - per m3	Per m <sup>3</sup>	\$53.00	TBD	\$48.18	\$4.82	\$53.00	101304
	Wrapped Asbestos contaminated soil - per m3	Per m <sup>3</sup>	\$53.00	TBD	\$48.18	\$4.82	\$53.00	101304
	Administration and supervision charge for observing waste disposal & statutory recording of wrapped asbestos & contaminated soil	Per delivery	\$53.00	TBD	\$48.18	\$4.82	\$53.00	101304
Vehicle Impounding Fee	Includes collection of vehicle from roadside and impounding fee	Per Vehicle	\$371.00	\$393.50	\$357.73	\$35.77	\$393.50	101309
	Storage of vehicle	Per Day	\$26.00	\$27.50	\$25.00	\$2.50	\$27.50	101309
Disposal of Liquid Waste (For Liquid Waste Generated in the Shire of Bruce Rock Only)		Per litre	\$0.04	\$0.04	\$0.04	\$0.004	\$0.04	101306

# SHIRE OF BRUCE ROCK

## SCHEDULE OF FEES & CHARGES FOR 2025-26



DESCRIPTION	DETAILS	CHARGING	2024/25	2025/26	FEE	GST	TOTAL	GL
Cemetery	On application for an "Order for Burial", the following fees shall be payable in advance:							
	Grave preparation and burial fee (During weekday)		\$1,044.00	\$1,107.00	\$1,006.36	\$100.64	\$1,107.00	102301
	Grave preparation and burial fee (During weekend or Public Holiday)		\$1,850.00	\$1,961.00	\$1,782.73	\$178.27	\$1,961.00	102301
	Order for Burial - Offsite Application		\$209.50	\$222.00	\$201.82	\$20.18	\$222.00	102301
	2nd Interment in existing Grave		\$1,044.00	\$1,107.00	\$1,006.36	\$100.64	\$1,107.00	102301
	For each interment without due notice (less than 24hrs)		\$280.00	\$279.00	\$253.64	\$25.36	\$279.00	102301
	Permission for exhumation		\$209.50	\$222.00	\$201.82	\$20.18	\$222.00	102301
	Re-opening grave for exhumation		\$522.00	\$553.50	\$503.18	\$50.32	\$553.50	102301
	Re-interment in new grave after exhumation		\$1,044.00	\$1,107.00	\$1,006.36	\$100.64	\$1,107.00	102301
	Additional fee for closing Grave outside normal hours (when dug in normal hours)	Per Hour	As per Private Works 'Outside Normal Hours' Fees					102301
Disposal of Ashes	Permission for interment of ashes in family grave		\$68.50	\$73.00	\$66.36	\$6.64	\$73.00	102303
	Placement of Ashes in Niche Wall (Only to be carried out by Shire Staff) (Does Not include Plaque)		\$139.00	\$147.50	\$134.09	\$13.41	\$147.50	102303
	Niche Wall Plaque		Actual Cost					102303
	Grave Site for Disposal of Ashes (does not include labour to make site suitable)		\$209.50	\$222.00	\$201.82	\$20.18	\$222.00	102302
Grant of Right of Burial (Reservation) also Applies to Niche Wall	Grant of Right of Burial		\$41.00	\$43.50	\$39.55		\$39.55	102301
	Copy of Grant of Right of Burial		\$35.00	\$37.00	\$33.64	\$3.36	\$37.00	102305
Miscellaneous	For permission to erect a headstone or monument		\$70.00	\$74.50	\$67.73	\$6.77	\$74.50	102305
	Undertaker's Annual License Fee		\$139.00	\$147.50	\$134.09	\$13.41	\$147.50	102305
	Single Funeral Permit Fee		\$41.00	\$43.50	\$39.55	\$3.95	\$43.50	102304

# SHIRE OF BRUCE ROCK

## SCHEDULE OF FEES & CHARGES FOR 2025-26



DESCRIPTION	DETAILS	CHARGING	2024/25	2025/26	FEE	GST	TOTAL	GL
<b>RECREATION &amp; CULTURE</b>								
Amphitheatre	Venue Hire - Includes Stage & Kiosk Only	Per Day	\$210.00	\$222.50	\$202.27	\$20.23	\$222.50	111304
	Venue Hire - Including Sound and Lighting	Per Day	\$386.00	\$409.00	\$371.82	\$37.18	\$409.00	111304
	Kiosk	Per Day	\$51.00	\$54.00	\$49.09	\$4.91	\$54.00	111304
	Casual Hire (Max 3 hrs Venue Only)	Per Hour	\$12.60	\$14.00	\$12.73	\$1.27	\$14.00	111304
	Casual Hire (Max 3 hrs Venue & AV equipment)	Per Hour	\$12.50	\$28.00	\$25.45	\$2.55	\$28.00	111304
Shire Hall	Hall Complete (Bar & Kitchen & Projector Equipment) - no set up	Per Day	\$263.00	\$279.00	\$253.64	\$25.36	\$279.00	113301
	Hire of Hall Only	Per Day	\$158.00	\$167.50	\$152.27	\$15.23	\$167.50	113301
	Hire for Funeral (Includes chair set up)	Per Day	\$263.00	\$279.00	\$253.64	\$25.36	\$279.00	113301
	Supper or Meeting Room	Per Day	\$70.00	\$74.50	\$67.73	\$6.77	\$74.50	113301
	Supper Room or Meeting Room & Kitchen	Per Day	\$105.00	\$111.50	\$101.36	\$10.14	\$111.50	113301
	Casual Hire (Max 3 Hrs Venue Only)	Per Hour	\$13.00	\$14.00	\$12.73	\$1.27	\$14.00	113301
	Food Warmer for Kitchen	Per Day	\$123.00	\$130.50	\$118.64	\$11.86	\$130.50	113301
	Hire of Chairs from Shire Hall	Per Chair	\$2.20	\$2.35	\$2.14	\$0.21	\$2.35	113301
	Hire of Trestle Tables from Shire Hall	Per Trestle	\$6.90	\$7.50	\$6.82	\$0.68	\$7.50	113301
	Bond for Function With Alcohol	Per Event	\$250.00	\$265.00	\$240.91		\$240.91	TRUST
	Bond for Function Without Alcohol	Per Event	\$150.00	\$160.00	\$145.45		\$145.45	TRUST
Bruce Rock Recreation Centre	Squash Courts	Per Hour	\$10.50	\$11.13	\$10.12	\$1.01	\$11.13	113314
	Trestles each	Per Trestle	\$6.90	\$7.50	\$6.82	\$0.68	\$7.50	113314
	Green Chairs each	Per Chair	\$2.20	\$2.35	\$2.14	\$0.21	\$2.35	113314
	Hire of Oval	Daily	\$178.50	\$189.50	\$172.27	\$17.23	\$189.50	113314
	Bond for Use of Oval (Refunded after use if undamaged)	Per Event	\$1,500.00	\$1,600.00	\$1,454.55		\$1,454.55	TRUST
	Hire of Indoor Basketball Arena	Daily	\$247.00	\$262.00	\$238.18	\$23.82	\$262.00	113314
	Hire of Indoor Basketball Court - Non-commercial	Per Hour	\$16.25	\$17.50	\$15.91	\$1.59	\$17.50	113314
	Hire of Indoor Basketball Court - Commercial	Per Hour	\$29.50	\$31.50	\$28.64	\$2.86	\$31.50	113314
	Hire of Tennis Courts	Per Hour	\$16.25	\$17.50	\$15.91	\$1.59	\$17.50	113314
	Hire of Grass Playing Field (Marking Required) - Daytime other than Bruce Rock Sporting Teams	Daily per playing field	\$247.00	\$262.00	\$238.18	\$23.82	\$262.00	113314
	Hire of Grass Playing Field (Marking Required) - With Lights other than Bruce Rock Sporting Teams	Daily per playing field	\$308.00	\$327.00	\$297.27	\$29.73	\$327.00	113314
	Penalty for Preparation of Field for sporting event without notice of cancellation	Penalty	\$121.00	\$128.50	\$116.82	\$11.68	\$128.50	113314
Turf Groomer	Hire of Turf Groomer (50% fee payable to Bruce Rock Hockey Club)	Per Hire	\$945.00	\$1,002.00	\$910.91	\$91.09	\$1,002.00	113318

# SHIRE OF BRUCE ROCK

## SCHEDULE OF FEES & CHARGES FOR 2025-26



DESCRIPTION	DETAILS	CHARGING	2024/25	2025/26	FEE	GST	TOTAL	GL
Annual Usage Fees for Facilities at the Bruce Rock Recreation Centre	Bowling Club	Annual	\$2,130.00	\$2,258.00	\$2,052.73	\$205.27	\$2,258.00	113307
	Cricket Club	Annual	\$2,130.00	\$2,258.00	\$2,052.73	\$205.27	\$2,258.00	113305
	Football Club	Annual	\$2,835.00	\$3,005.00	\$2,731.82	\$273.18	\$3,005.00	113303
	Hockey Club	Annual	\$2,130.00	\$2,258.00	\$2,052.73	\$205.27	\$2,258.00	113304
	Netball Club	Annual	\$2,130.00	\$2,258.00	\$2,052.73	\$205.27	\$2,258.00	113307
	Squash Club	Annual	\$1,418.00	\$1,503.00	\$1,366.36	\$136.64	\$1,503.00	113306
	Fast Tennis Comp (1 competition)	Annual	\$505.00	\$535.50	\$486.82	\$48.68	\$535.50	113317
Leases for Other Recreation Facilities	Equestrian Lease (Mitchell Street)	Annual	\$1,654.00	\$1,736.50	\$1,578.64	\$157.86	\$1,736.50	113310
	Pony Club	Annual	\$368.00	\$390.00	\$354.55	\$35.45	\$390.00	113310
Bruce Rock District Club	Bruce Rock District Club Rent	Monthly	\$740.00	\$784.50	\$713.18	\$71.32	\$784.50	131315
Bruce Rock Aquatic Centre Daily Admissions	Adult	Per Day	\$5.00	\$5.50	\$5.00	\$0.45	\$5.45	114302
	Child (4 Years & younger free if wears RLSA Wrist Band)	Per Day	\$3.00	\$3.50	\$3.18	\$0.32	\$3.50	114302
	Pensioner	Per Day	\$3.00	\$3.50	\$3.18	\$0.32	\$3.50	114302
	Student	Per Day	\$3.00	\$3.50	\$3.18	\$0.32	\$3.50	114302
	Spectator	Per Day	\$3.00	\$3.50	\$3.18	\$0.32	\$3.50	114302
	Spectators at Swimming Carnivals held by Bruce Rock DHS		No Charge					
Bruce Rock Aquatic Centre Season Tickets	Single Adult	Annual	\$175.00	\$185.50	\$168.64	\$16.86	\$185.50	114301
	Child	Annual	\$85.00	\$90.00	\$81.82	\$8.18	\$90.00	114301
	Family	Annual	\$290.00	\$307.50	\$279.55	\$27.95	\$307.50	114301
	Single Pensioner	Annual	\$85.00	\$90.00	\$81.82	\$8.18	\$90.00	114301
	Pensioner Family	Annual	\$190.00	\$201.50	\$183.18	\$18.32	\$201.50	114301
	Single Adult Monthly Pass	Per Month	\$55.00	\$58.50	\$53.18	\$5.32	\$58.50	114301
	Single Pensioner Monthly Pass	Per Month	\$30.00	\$32.00	\$29.09	\$2.91	\$32.00	114301
	Local Business Non Resident Workers Subsidy	Annual	50% Reduction in Single Adult Season Pass					
Private Hire of Pool	6pm until 10pm for evening provided Pool Supervisor available (No Entry Fee Charges)	Per Evening	\$320.00	\$340.00	\$309.09	\$30.91	\$340.00	114303
Gymnasium	Initial Gym Membership Fee (Including Card which is non refundable)	First Year	\$157.50	\$167.00	\$151.82	\$15.18	\$167.00	114304
	Renewal of Annual Gym Membership (1 July to 30 June)	Annual	\$126.00	\$133.50	\$121.36	\$12.14	\$133.50	114304
	Replacement Gym Card	Per Card	\$31.50	\$33.50	\$30.45	\$3.05	\$33.50	114304
	Initial Monthly Gym Membership Fee (Including Card which is non refundable)	First Month	\$47.50	\$50.50	\$45.91	\$4.59	\$50.50	114304
	Pensioner Concession (must show Concession Card)		50% of Applicable Fee					
	Monthly Gym Membership (after Initial Month)	Per Month	\$16.00	\$17.00	\$15.45	\$1.55	\$17.00	114304
Hydrotherapy Pool	Residents of the Shire of Bruce Rock	Per Visit	\$5.80	\$6.20	\$5.64	\$0.56	\$6.20	114310
	Non-Residents	Per Visit	\$11.50	\$12.20	\$11.09	\$1.11	\$12.20	114310
	Pensioner Concession (must show Concession Card)		50% of Applicable Fee					

# SHIRE OF BRUCE ROCK

## SCHEDULE OF FEES & CHARGES FOR 2025-26



DESCRIPTION	DETAILS	CHARGING	2024/25	2025/26	FEE	GST	TOTAL	GL	
Library	Replacement of Library Card	Per Card	\$7.50	\$8.00	\$7.27	\$0.73	\$8.00	115301	
	Replacement of Lost Library Book - Minimum	Per Book	\$20.00	\$25.00	\$22.73	\$2.27	\$25.00	115302	
	Replacement of Lost Library Book - Over \$20	Per Book	Actual Cost					115302	
TRANSPORT									
Inspection of Vehicle Onsite	Vehicle Inspector to inspect vehicle on site	Per Visit	\$119.00	\$126.50	\$115.00	\$11.50	\$126.50	122304	
ECONOMIC SERVICES									
Caravan Park	Powered Sites	Per Night	\$34.00	\$36.00	\$32.73	\$3.27	\$36.00	131301	
	Powered sites	Per Week (seven nights)	\$204.00	\$217.00	\$197.27	\$19.73	\$217.00	131301	
	Backpackers Units	Per Person Per Night	\$26.00	\$27.50	\$25.00	\$2.50	\$27.50	131301	
	Camp Site/Tents	Per Person Per Night	\$12.00	\$13.00	\$11.82	\$1.18	\$13.00	131301	
	Self-Contained Unit - Single Occupancy per night	Single Person Per Night	\$129.50	\$137.50	\$125.00	\$12.50	\$137.50	131303	
	Maximum tenancy is for 7 nights unless specially agreed by CEO								
	Self-Contained Unit - Double Occupancy per night	Double (2 people) Per Night	\$152.50	\$162.00	\$147.27	\$14.73	\$162.00	131303	
	Maximum tenancy is for 7 nights unless specially agreed by CEO								
	Self-Contained Unit- Extra person per night (Max extras - 2)	Per Person Per Night	\$23.00	\$24.50	\$22.27	\$2.23	\$24.50	131303	
	Self-Contained Unit- Extra person (Child 5 - 12 Years) per night (Max extras - 2) Under 5 Free	Per Child Per Night	\$11.00	\$12.00	\$10.91	\$1.09	\$12.00	131303	
	Maximum tenancy is for 7 nights unless specially agreed by CEO								
	Cancellation fee - if cancelled less than 24 hours prior to booking		1 Nights Accommodation Fee						131303
	Excess Cleaning Charge - To clean unit if left in untidy/unclean manner	Per Half Hour	\$47.50	\$50.50	\$45.91	\$4.59	\$50.50	131303	
Community Bus	Includes Mileage & Fuel for Residents and Community Groups in Shire of Bruce Rock	Per Km	\$1.00	\$1.06	\$0.96	\$0.10	\$1.06	132301	
	Includes Mileage & Fuel for Residents and Community Groups outside of Shire of	Per Km	\$1.45	\$1.55	\$1.41	\$0.14	\$1.55	132301	
	Cleaning Fee	Per Hour	\$84.00	\$89.00	\$80.91	\$8.09	\$89.00	132301	
	Penalty for Non-Cancellation Advice or for not returning bus or keys by end of booking	Per Booking	\$115.50	\$122.50	\$111.36	\$11.14	\$122.50	132301	
	Use by Seniors		3 Uses per Year with No Charge as per Council Resolution						



# SHIRE OF BRUCE ROCK

## SCHEDULE OF FEES & CHARGES FOR 2025-26



DESCRIPTION	DETAILS	CHARGING	2024/25	2025/26	FEE	GST	TOTAL	GL
Building Control	Development Enquiry Fee	Hour	77.00	\$82.00	\$74.55	\$7.45	\$82.00	133304
Water from Standpipes	Minimum Charge 1000L	Per KL	Actual Cost					134301
Factory Units & Commercial Buildings	Unit 1, Johnson Street, Bruce Rock (Elders)	Monthly	\$2,134.50	\$2,134.50	\$1,940.45	\$194.05	\$2,134.50	135301
	Unit 2, Johnson Street, Bruce Rock (Including Front Office) (MGCM)	Monthly	\$821.00	\$870.00	\$790.91	\$79.09	\$870.00	135301
	Factory Units - Corner Butcher & Swan 1 (Butterly)	Monthly	\$467.50	\$496.00	\$450.91	\$40.45	\$491.36	135301
	Factory Units - Corner Butcher & Swan 2 (Plan Farm)	Monthly	\$554.50	\$588.00	\$534.55	\$53.45	\$588.00	135301
	Factory Units - Corner Butcher & Swan 3 (Lukerative Plum)	Monthly	\$554.50	\$588.00	\$534.55	\$53.45	\$588.00	135301
	Lot 261 Johnson Street, Bruce Rock (Old Ambulance Building)	Monthly	\$357.00	\$378.50	\$344.09	\$34.41	\$378.50	135303
	Lot 261 Johnson Street, Bruce Rock (Old Gardeners Shed)	Monthly	\$64.60	\$68.50	\$62.27	\$6.23	\$68.50	135303
	Part of Shire Hanger at Airstrip (Rodney Thornton)	Annual	\$386.00	\$409.00	\$371.82	\$37.18	\$409.00	135301
	Land for Privately Owned Hanger at Airstrip (BRE)	Annual (Inv Quarterly)	As per Lease					135301
	48 Johnson Street, Bruce Rock (Café)	Monthly	\$643.50	\$682.00	\$620.00	\$62.00	\$682.00	135302
	32 Johnson Street, Bruce Rock (Craft Shop)	Monthly	\$86.00	\$91.00	\$82.73	\$7.45	\$90.18	135302
	46 Johnson Street, Bruce Rock	Monthly	\$0.00	\$550.00	\$500.00	\$50.00	\$550.00	135302
	Broadcast Australia	Monthly	As per Lease					
	WIN	Monthly	As per Lease					135302
	52 Johnson Street, Bruce Rock (Supermarket)	Monthly	As per Lease					135302
Saleyards	Sheep Sale Yards on Lethlean St	Per Head Sold at Sale	\$0.46	\$0.48	\$0.44	\$0.04	\$0.48	137301
Back to the Bush Reunion	Camping (on the oval)	Per Person Per Night	\$11.00	\$11.50	\$10.45	\$1.05	\$11.50	138309

# SHIRE OF BRUCE ROCK

## SCHEDULE OF FEES & CHARGES FOR 2025-26



DESCRIPTION	DETAILS	CHARGING	2024/25	2025/26	FEE	GST	TOTAL	GL
<b>OTHER PROPERTY &amp; SERVICES</b>								
Plant with Operator Note: Time is measured from Depot Departure until Depot Return	8 Ton Trucks	Hourly	\$163.00	\$173.00	\$157.27	\$15.73	\$173.00	141301
	15 Ton Truck & Side Tipper	Hourly	\$203.00	\$215.50	\$195.91	\$19.59	\$215.50	141301
	15 Ton Trucks	Hourly	\$174.50	\$185.00	\$168.18	\$16.82	\$185.00	141301
	Back Hoe	Hourly	\$185.00	\$196.00	\$178.18	\$17.82	\$196.00	141301
	Bobcat	Hourly	\$163.00	\$173.00	\$157.27	\$15.73	\$173.00	141301
	Skid Steer Loader with Bucket	Hourly	\$168.00	\$178.00	\$161.82	\$16.18	\$178.00	
	Skid Steer Loader with Attachments	Hourly	\$204.00	\$216.50	\$196.82	\$19.68	\$216.50	
	Post Hole Borer	Hourly	\$129.00	\$137.00	\$124.55	\$12.45	\$137.00	141301
	Cherry Picker	Hourly	\$225.00	\$238.50	\$216.82	\$21.68	\$238.50	141301
	Front End Loader	Hourly	\$203.00	\$215.50	\$195.91	\$19.59	\$215.50	141301
	Grader	Hourly	\$225.00	\$238.50	\$216.82	\$21.68	\$238.50	141301
	Prime Mover & Low Loader	Hourly	\$234.00	\$248.00	\$225.45	\$22.55	\$248.00	141301
	Prime Mover & Side Tipper	Hourly	\$234.00	\$248.00	\$225.45	\$22.55	\$248.00	141301
	Ride on mower and operator	Hourly	\$102.00	\$108.00	\$98.18	\$9.82	\$108.00	141301
	Roller - Rubber or Steel	Hourly	\$163.00	\$173.00	\$157.27	\$15.73	\$173.00	141301
	Tractor with Mower/ Broom	Hourly	\$134.50	\$142.50	\$129.55	\$12.95	\$142.50	141301
	School Oval Marking	Hourly	\$151.00	\$160.00	\$145.45	\$14.55	\$160.00	
	Trencher	Hourly	\$152.50	\$162.00	\$147.27	\$14.73	\$162.00	141301
No Dry Hire - Local Governments Only	Grader 12G	Daily	\$475.00	\$505.00	\$459.09	\$45.91	\$505.00	141301
	Grader 12M	Daily	\$599.00	\$635.00	\$577.27	\$57.73	\$635.00	141301
	Low Loader Trailer Only	Daily	\$302.00	\$320.00	\$290.91	\$29.09	\$320.00	141302
	Side Tipper Trailer Only	Daily	\$302.00	\$320.00	\$290.91	\$29.09	\$320.00	141301
	Vibratory Roller	Daily	\$302.00	\$320.00	\$290.91	\$29.09	\$320.00	141301
Commodities - All Plus Cartage	Gravel (10T & under)	Per Tonne	\$41.00	\$43.50	\$39.55	\$3.95	\$43.50	141301
	Gravel (10T to 50T)	Per Tonne	\$30.50	\$32.50	\$29.55	\$2.95	\$32.50	141301
	Gravel (50T & over)	Per Tonne	\$20.50	\$22.00	\$20.00	\$2.00	\$22.00	141301
	Yellow Sand (10T & under)	Per Tonne	\$41.00	\$43.50	\$39.55	\$3.95	\$43.50	141301
	Yellow Sand (10T to 50T)	Per Tonne	\$30.50	\$32.50	\$29.55	\$2.95	\$32.50	141301
	Yellow Sand (over 50T)	Per Tonne	\$20.50	\$22.00	\$20.00	\$2.00	\$22.00	141301
	Self Extracted Sand from Yarding Sand Pit with prior approval of CEO or MOWS	Per Tonne	\$5.80	\$6.20	\$5.64	\$0.56	\$6.20	141301
	Metal Dust (Up to 8T) Will not supply more than this & only when available	Per Tonne	\$36.00	\$38.50	\$35.00	\$3.50	\$38.50	141301
	Blue Metal - All Available Sizes, Except Dust (Up to 8T) Will not supply more than this & only when available	Per Tonne	\$68.50	\$73.00	\$66.36	\$6.64	\$73.00	141301
	Mulch (when available)	6 x 4 Trailer	Free - 1 load per household per year					
Cartage	Within Town site	Per Tonne	No Charge					
	Outside of Town site	Per Km (1 way)	\$4.20	\$4.50	\$4.09	\$0.41	\$4.50	141301

# SHIRE OF BRUCE ROCK

## SCHEDULE OF FEES & CHARGES FOR 2025-26



DESCRIPTION	DETAILS	CHARGING	2024/25	2025/26	FEE	GST	TOTAL	GL
CONCRETE								
Concrete	Ready mixed 25mpa (Includes delivery within Townsite) (Min 2 cubic metres)	Per m³	\$357.00	\$378.50	\$344.09	\$34.41	\$378.50	141301
	32mpa Extra Charge (Includes delivery within Townsite) (Min 2 cubic metres)	Per m³	\$376.50	\$399.00	\$362.73	\$36.27	\$399.00	141301
	40mpa Extra Charge (Includes delivery within Townsite) (Min 2 cubic metres)	Per m³	\$398.00	\$422.00	\$383.64	\$38.36	\$422.00	141301
	Other Materials Required (Reinforcing Mesh/Bar, Chairs, Black Plastic etc.)	Each	Actual Cost					141301
CONCRETE (Supply & Delivery Charges)								
Normal Operating Hours	Monday to Friday - 7.00am to 3.30pm	Per m³	No Charge					
Outside Hours Charge  Note: Rates are applied as "On site times"	Monday to Friday - 3.30pm to 6.00pm (Minimum Charge of \$25.00 inc GST)	Per m³	\$7.50	\$8.00	\$7.27	\$0.73	\$8.00	141301
	Saturday - 7.00am to 3.30pm (Minimum charge of \$90.00 inc GST)	Per m³	\$34.50	\$37.00	\$33.64	\$3.36	\$37.00	141301
	Sunday - 7.00am to 3.30pm (Minimum charge of \$180.00 inc GST)	Per m³	\$68.00	\$72.00	\$65.45	\$6.55	\$72.00	141301
Excess Discharge Time (Waiting Time)	Applies after first 45 minutes on site							
	- Normal Operating Hours	Per 15 minutes	\$27.50	\$29.50	\$26.82	\$2.68	\$29.50	141301
	- Outside Normal Operating Hours	Per 15 minutes	\$54.50	\$58.00	\$52.73	\$5.27	\$58.00	141301
Truck Standby Fee  Applies outside Normal Operating Hours when an order does not proceed at the original booked time or when delays occur in excess of one hour	On a pro-rata basis after the first hour	Per Hour Per Truck	\$164.50	\$175.00	\$159.09	\$15.91	\$175.00	141301
Delivery	Within Town site	Per Tonne	No Charge					
	Outside of Town site	Per Km (1 way)	\$4.20	\$4.50	\$4.09	\$0.41	\$4.50	141301
LABOUR								
Labour  Monday to Friday - 7.00am to 3.30pm	Supervisor	Per Hour	\$121.00	\$128.50	\$116.82	\$11.68	\$128.50	141301
	Leading Hand	Per Hour	\$115.00	\$122.00	\$110.91	\$11.09	\$122.00	141301
	Plant Operators/ Labourers	Per Hour	\$80.00	\$85.00	\$77.27	\$7.73	\$85.00	141301
Labour  Outside of Normal Hours Weekdays	Supervisor	Per Hour	\$181.50	\$192.50	\$175.00	\$17.50	\$192.50	141301
	Leading Hand	Per Hour	\$172.50	\$183.00	\$166.36	\$14.60	\$180.96	141301
	Plant Operators/ Labourers	Per Hour	\$120.00	\$127.50	\$115.91	\$11.59	\$127.50	141301
Labour  Outside of Normal Hours Saturday & Sundays	Supervisor	Per Hour	\$242.00	\$256.50	\$233.18	\$23.32	\$256.50	141301
	Leading Hand	Per Hour	\$230.00	\$244.00	\$221.82	\$22.18	\$244.00	141301
	Plant Operators/ Labourers	Per Hour	\$160.00	\$170.00	\$154.55	\$15.45	\$170.00	141301

## 10.3.4 2024/25 Budget Amendments – June 2025

File Reference	062025.10.3.4
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	10 June 2025
Author	Mike Darby – Manager of Finance
Authorising Officer	Mark Furr – Chief Executive Officer
Attachments	Nil

**Summary**

Council is requested to consider a series of amendments to the 2024–25 Adopted Budget to correct identified reserve transfer errors and revise capital contributions aligned with Council’s 50% co-contribution policy for sporting reserves. These amendments maintain a balanced budget.

**Background**

Following a review of the 2024–25 Adopted Budget, a number of corrections are proposed in relation to reserve transfers and facility replacement allocations. In particular:

- A reserve allocation for the Transport Infrastructure Reserve (GL151208) was identified, for \$50k associated to the sale of the Shire’s concrete batching plant, which will not proceed;
- Adjustments are required to various sporting facility reserve accounts to reflect the correct Shire co-contribution amount of 50% of the club contribution (\$2,000 of \$4,000), in line with Council policy; and
- Two (2) previously omitted GL entries for plant selling costs (inclusive and exclusive of GST) require recognition.

These amendments are necessary for financial accuracy and compliance and will not impact the overall balance of the 2024–25 Budget.

**Consultation**

Consultation has been undertaken with the Chief Executive Officer.

**Statutory Environment**

The Local Government Act 1995 and the Local Government (Financial Management) Regulations 1996 provide the statutory framework for amending budgets:

- Section 6.8(1)(b) of the Local Government Act 1995 requires a Local Government to approve expenditure not included in the annual budget by absolute majority.
- Regulation 33A of the Local Government (Financial Management) Regulations 1996 requires a review of the budget between 1 January and 31 March each financial year. While this is not a statutory budget review, the amendments ensure accurate reporting and accountability.

### Policy Implications

These adjustments align with Council's informal co-contribution policy of providing 50% funding towards community and sporting group capital projects. The amendments formalise this in the reserve allocations for sporting facilities.

### Financial Implications

The proposed changes correct budget allocations without altering the overall budget surplus/deficit position. The amendments ensure financial transparency and alignment with actual and expected transactions.

### Strategic Implications

Shire of Bruce Rock Strategic Community Plan 2022-2032	
Outcome:	4.0 Governance Priorities
Strategy:	4.1 Our organisation is well positioned and has capacity for the future.

### Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Failure to monitor the Shire's ongoing financial performance against budget would increase the risk of a negative impact on the Shire's Financial position.	Rare (1)	Moderate (3)	Low (1-4)	Compliance Requirements	Accept Officer Recommendation

### Risk Matrix

Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of **three (3)** has been determined for this item. Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

### Comment/Conclusion

The proposed budget amendments rectify previous omissions and ensure compliance with Council's policy of 50% co-contributions to community sport and recreation reserve funds. These adjustments, along with the correction to the batching plant reserve transfer and recognition of plant selling costs, are necessary for financial accuracy. Importantly, the changes do not affect the overall balance of the 2024–25 Budget and reflect sound financial management and transparency.

### Voting Requirements

Absolute Majority

#### OFFICERS' RECOMMENDATION

That Council, by **ABSOLUTE MAJORITY**, pursuant to Section 6.8 of the *Local Government Act 1995*, approves the following amendments to the 2024–25 Budget:

1. Reduce GL151208 – Transport Infrastructure Reserve transfer to reserve from \$58,807 to \$8,807;
2. Increase GL151209 – Bowls Facility Replacement transfer to reserve from \$1,313 to \$7,313;
3. Reduce GL151211 – Cricket Facility Replacement transfer to reserve from \$9,835 to \$7,835;
4. Reduce GL151212 – Football Facility Replacement transfer to reserve from \$9,022 to \$7,022;
5. Reduce GL151213 – Hockey Facility Replacement transfer to reserve from \$10,111 to \$8,111;
6. Reduce GL151214 – Netball Facility Replacement transfer to reserve from \$9,174 to \$7,174;
7. Increase GL121229 – Plant Selling Costs (Inclusive of GST) from \$0 to \$1,320; and
8. Increase GL121230 – Plant Selling Costs (Exclusive of GST) from \$0 to \$110.

**10.4 Regulatory Services**

Nil

## 10.5 Manager of Governance and Community Services

### 10.5.1 Shire Seal

File Reference	062025.10.5.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	30 May 2025
Author	Shaan Wood – Executive Support Officer
Authorising Officer	Nerea Ugarte – Manager of Governance and Grants Services
Attachments	Nil

#### Summary

Use of Shire Seal in May 2025.

#### Background Consultation

Nil

#### Consultation

Nil

#### Statutory Environment

Council Policy

#### Policy Implications

Nil

#### Financial Implications

Nil

#### Strategic Implications

Outcome:	1.0 Governance Priorities
Strategy:	4.3 A proactive and well governed Shire.

#### Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
That Council fails to comply with its own policy.	Rare (1)	Minor (2)	Low (1-4)	Compliance Requirements	Accept Officer Recommendation



## Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of **two (2)** has been determined for this item. Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

## Comment/Conclusion

As per Council's policy, the Shire Seal has been used during the month of May 2025 as follows:

- Contract of Installation of the Pool Heating System;
- WIN Television WA Pty Ltd Deed of Licence; and
- Tenancy Agreement for Elders Rural Services Australia Limited.

## Voting Requirements

Simple Majority

**OFFICERS' RECOMMENDATION**

**That, with respect to the Shire Seal, Council endorse the use of the seal during May 2025.**

## 10.6 Chief Executive Officer

### 10.6.1 Bruce Rock and Districts Agricultural Society – Request for Financial and In-Kind Support for 2025 Agricultural Show

File Reference	062025.10.6.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Bruce Rock and Districts Agricultural Society Inc.
Previous Item Numbers	OCM Apr 2021 – Item 11.4.4
Date	09 June 2025
Author	Mark Furr – Chief Executive Officer
Authorising Officer	Mark Furr – Chief Executive Officer
Attachments 1. Letter from Bruce Rock and Districts Agricultural Society (07 May 2025)	

#### Summary

Council is asked to consider a request from the Bruce Rock & Districts Agricultural Society Inc. (BRDAS) for financial and in-kind support to assist with the delivery of the 86<sup>th</sup> Bruce Rock Agricultural Show to be held on Saturday, 20 September 2025.

#### Background

The Bruce Rock Agricultural Show is a biennial event that plays a significant role in bringing together the local community and promoting Bruce Rock to a wider audience.

A formal request has been received from Mr Troy Fazey, President of the BRDAS (**Attachment 1**), seeking \$10,000 in financial support for this year's Show to assist with the provision of free children's entertainment and the hire of two portable disabled toilets.

The BRDAS is also requesting in-kind support, including Shire labour assistance in the lead-up to the event and enhanced cleaning of the Recreation Centre facilities on the day.

In 2023, the BRDAS did not request financial support from the Shire, acknowledging that the Shire funds were better directed to the supermarket redevelopment project. This understanding and collaboration highlight the strong working relationship between the Shire and BRDAS.

The 2025 request also includes the following approvals:

- A fireworks display at approximately 7.30pm, subject to information being provided in line with LGIS requirements; and
- Consumption of alcohol on Council property between 11.00am–8.30pm, with arrangements coordinated in consultation with the Bruce Rock District Club and Liquor Licensing.

### Consultation

Consultation has been undertaken with the Shire's:

- Manager of Strategic Business Development;
- Manager of Finance;
- Manager of Governance and Community Services; and
- Contract Environmental Health Officer.

### Statutory Environment

Nil

### Policy Implications

Nil

### Financial Implications

The requested financial contribution of \$10,000 has been included in the 2025/26 Draft Budget. If approved, the amount would be allocated toward entertainment and accessibility-related amenities for the Show. This request is higher than the \$8,000 previously provided in 2021, reflecting increasing event costs.

In-kind support, including labour assistance in the lead-up to the event and cleaning services on Show day, would be provided from within existing operational resources. The estimated value of the in-kind contribution is approximately \$3,000.

### Strategic Implications

<b>Outcome:</b>	<b>1.0 Community Priorities</b>
Strategy:	1.1 Our community are engaged and have a healthy lifestyle
Strategy:	1.2 Inclusive community activities, events, and initiatives
<b>Outcome:</b>	<b>2.0 Economic Priorities</b>
Strategy:	2.4 Tourism helps diversify our local economy

### Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Council does not support the BRDAS request leading to the perception that the Shire does not support community and economic activation events.	Unlikely (2)	Minor (2)	Low (1-4)	Business & Community Disruption	Accept Officer Recommendation

## Risk Matrix

Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives: work health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of **four (4)** has been determined for this item. Any items with a risk rating of ten (10) or greater (considered to be a high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

### Comment/Conclusion

The Bruce Rock Agricultural Show continues to be a cornerstone of community engagement and economic activation within the region. The request for financial support in 2025 is reasonable given rising event costs and reflects the Ag Society's commitment to delivering a quality event with diverse offerings.

The Society's 2023 decision to forgo funding demonstrated their support for the Shire's wider priorities. In turn, the Shire's ongoing backing, both financial and in-kind, reinforces the mutual partnership necessary to sustain and enhance the Bruce Rock Show.

### Voting Requirements

Simple Majority

#### OFFICERS' RECOMMENDATION

**That with respect to the Bruce Rock & Districts Agricultural Society – Request for Financial and In-Kind Support for 2025 Agricultural Show, Council:**

- 1. Approves a financial contribution of up to \$10,000 to the Bruce Rock & Districts Agricultural Society Inc. to support entertainment and amenity hire for the 2025 Bruce Rock Agricultural Show.**
- 2. Approves in-kind support including Shire labour in the lead-up to the event and increased cleaning at the Recreation Centre on Show day.**

# Bruce Rock & District Agricultural Society Inc.

PO Box 52, Bruce Rock, W.A., 6418

Email: [bkagshow.sponsor@outlook.com](mailto:bkagshow.sponsor@outlook.com)

Website: [www.bruce-rock-agshow.com.au](http://www.bruce-rock-agshow.com.au)



Mark Furr  
Chief Executive Officer  
Shire of Bruce Rock  
PO Box 113  
Bruce Rock WA 6418

7<sup>th</sup> May 2025

Dear Mark

## **Bruce Rock & Districts Agricultural Show – Saturday 20 September 2025**

Please be advised that the Bruce Rock & Districts Agricultural Society Inc. committee wish to confirm that the Bruce Rock & Districts Agricultural Show for 2025 will be held on Saturday 20 September at the Bruce Rock Recreation Centre.

This will be our 86<sup>th</sup> Show and the committee is very excited to be planning hopefully another successful event for the Bruce Rock community.

We are seeking financial assistance from the Shire for this year's Show which will enable us to provide a wide range of free children's entertainment and also hire 2 portable disabled toilets for the day. Therefore, can the committee request a financial contribution of \$10,000 from the Shire? This financial contribution would add to the sponsorship, grant funding and other revenue already secured towards funding this year's Show.

Can we please also request in-kind assistance as previously provided for past Shows with provision of labour in the days leading up to Show day and the cleaning of the toilets on Show Day to ensure that the facilities are kept clean and tidy throughout the day.

We are also seeking approval from the Shire for;

- i. Fireworks display at 7.30pm (TBC) by Cardile Fireworks, who have previously provided all fireworks displays at the Show.
- ii. Occasional Liquor License for the marquee which will be hosting wineries, breweries and spirit tastings from 11am to 3pm. The wineries and breweries will then be selling alcohol for consumption from 3pm to 8.30pm with the licenced area to be vacated by 9.00pm. The committee has been in discussions with the District Club regarding this to ensure that they are happy with the arrangements. The District Club will also be applying for an extended license area so that drinks can be consumed on the lawn after the completion of the Show and prior to the fireworks display.

## Bruce Rock & District Agricultural Society Inc.

PO Box 52, Bruce Rock, W.A., 6418

Email: [bkagshow.sponsor@outlook.com](mailto:bkagshow.sponsor@outlook.com)

Website: [www.brucerockagshow.com.au](http://www.brucerockagshow.com.au)



We will also liaise with the Environmental Health Officer to ensure that our event is compliant across the many areas including providing an Event Risk Management Plan closer to the event.

We are looking forward to partnering with the Shire again and hosting another successful Bruce Rock Show for the community on Saturday 20 September 2025.

If you require any additional information, please do not hesitate to contact me on 0428 611 450.

Yours faithfully

Troy Fazey  
**President**

## 10.6.2 Request For Additional Free Community Bus Trips For The Bruce Rock Senior Citizens Centre

File Reference	062025.10.6.2
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	09 June 2025
Author	Mark Furr – Chief Executive Officer
Authorising Officer	Mark Furr – Chief Executive Officer
<b>Attachments</b> 1. Letter from the Secretary – Bruce Rock Senior Citizens Centre	

**Summary**

Council is requested to consider a submission from the Bruce Rock Senior Citizens Centre (Centre) seeking extended free access to the Shire's community bus. Currently, the Centre is entitled to use the community bus free of charge for three long-distance excursions per calendar year, with all other uses requiring payment in accordance with the Shire's adopted Fees and Charges Schedule.

The request seeks additional free use throughout the year for shorter, localised day trips to towns such as Merredin and Kellerberrin, undertaken for social engagement with other senior citizens' groups. The Centre has confirmed that these excursions are not used for shopping purposes that would disadvantage local Bruce Rock businesses.

**Background**

Historically, the Shire has supported the Centre through subsidised access to the community bus for up to three (3) long-distance trips annually. These excursions have typically included social activities and infrequent shopping for items not available in Bruce Rock.

A formal request has now been received from the Centre's Secretary requesting that Council consider full-year free use of the community bus for monthly short-distance trips. These trips aim to facilitate social connection and interaction with regional peer groups and are distinct from the longer excursions currently subsidised.

In support of their request, the Centre has cited examples of similar support being provided in other local government areas. However, it is noted that requests for free or subsidised transport to Merredin and other neighbouring towns have previously been received from individual residents and community groups and declined, in order to maintain equity and manage cost implications. Careful consideration is therefore required to avoid setting a precedent that could extend beyond the intended community service support for the Centre.

**Consultation**

Consultation has been undertaken with the following:

- Manager of Finance;
- Trevor Arnold – President of the Bruce Rock Senior Citizens Centre; and
- Veronica Branch-Smith, Secretary of the Bruce Rock Senior Citizens Centre

**Statutory Environment**

Not applicable.

**Policy Implications**

This matter may warrant consideration in future reviews of Council's Community Bus Use Policy or Fees and Charges Schedule, to ensure clarity and consistency in community group access and subsidisation.

**Financial Implications**

While modest, an increase in subsidised use will result in foregone revenue and incremental operating costs (e.g. fuel, maintenance, driver time if applicable). The financial impact of one additional long trip or three short trips per year is considered manageable within current operating budgets.

**Strategic Implications**

Outcome:	1.0	Community Priorities
Strategy:	1.1	Our community are engaged and have a healthy lifestyle
	1.2	Inclusive community activities, events and initiatives

**Risk Implications**

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
If approved without clear conditions, this may generate expectations from other community groups or individuals seeking similar support, undermining prior decisions and budget constraints.	Possible (3)	Minor (2)	Medium (6-9)	Business & Community Disruption	Accept Officer Recommendation

**Risk Matrix**

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives: occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of **six (6)** has been determined for this item. Any items with a risk rating over ten (10) or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.



This risk is not needed to be added to the Shire’s Risk Register and does not require a risk treatment plan.

### Comment/Conclusion

The Centre provides an important social function for older residents, and their activities are well supported by volunteers. However, there are financial implications to the Shire in subsidising regular transport, including fuel, maintenance, and administrative costs.

In assessing this request, it is important to balance community wellbeing objectives with financial sustainability and equity of access. The Shire must be cautious not to inadvertently create an expectation of free regional transport for broader sections of the community or for purposes not aligned with Council’s intended support measures.

To support the Centre while managing cost exposure, a modest increase to the current arrangement is proposed by allowing three short trips (each not exceeding 150 km round-trip) free of charge. This would acknowledge the Centre’s community benefit while maintaining financial prudence and policy consistency.

### Voting Requirements

Simple Majority

#### **OFFICERS' RECOMMENDATION**

**That Council:**

- 1. Acknowledges the request from the Bruce Rock Senior Citizens Centre for extended free use of the Shire’s community bus;**
- 2. Approves up to three short-distance trips per year (each not exceeding 150 km round-trip) free of charge; with all other usage remaining subject to the adopted Fees and Charges Schedule; and**
- 3. Requests the CEO to advise the Senior Citizens Centre of Council’s decision and update internal booking records and communication protocols accordingly.**

CEO	MGCS	MQWS
ESM	MORS	MOE
SFO	F & HR	FO
CDO	EO	ADMIN

03 JUN 2025

Veronica Branch-Smith  
PO Box 154  
Bruce Rock WA 6418

30 May 2025

The Shire President and Councillors  
Shire of Bruce Rock  
54 Johnson Street  
Bruce Rock WA 6418

Dear Shire President and Councillors,

### Request for Consideration: Monthly Community Bus Service (Fee-Free)

On behalf of the Bruce Rock Senior Citizens Centre and its members, I wish to express our sincere appreciation for the ongoing support Council provides to our senior residents. The provision of a community bus three times a year, free of charge as a donation from Council, has made a significant difference to many lives.

Historically, the Centre has funded additional excursions independently, drawing on revenue we generated through hall hire and other activities. However, as our operating income has declined in recent years, it has become increasingly difficult to sustain this practice. In light of this, we are respectfully requesting that Council consider extending its support by providing a fee-free community bus service once per month for use by the Senior Citizens Centre.

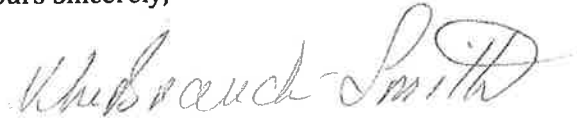
We recognise this may be a significant request, but we believe it is one that would deliver broad and lasting benefits. These trips are not undertaken for economic purposes, such as shopping in other towns — in fact, all such outings are carefully planned to avoid detracting from Bruce Rock's local economy. Rather, these excursions serve a much deeper purpose: they offer social connection, mental stimulation, and recreational engagement for some of the most isolated members of our community.

Many of our senior residents no longer drive and have limited opportunities to leave town. The community bus gives them the chance to connect with peers, visit places they haven't seen in years, and feel part of a wider community. It contributes meaningfully to wellbeing, resilience, and quality of life.

A monthly service would bring Bruce Rock in line with similar services offered in neighbouring Shires and would be a tangible demonstration of Council's continued commitment to supporting our ageing population.

We remain committed to working closely with the Shire to ensure the service is used responsibly, with well-planned and purposeful outings. Any additional support Council can offer will be most gratefully received, and we thank you sincerely for your consideration.

Yours Sincerely,

A handwritten signature in cursive script, reading "Veronica Branch-Smith".

Veronica Branch-Smith  
Secretary  
Bruce Rock Senior Citizens Centre

Copy to:

- Chief Executive Officer;
- Manager Strategic Business Development

### 10.6.3 Request To Lease A Portion Of The Shire Aircraft Hanger – Bruce Rock Airfield

File Reference	062025.10.6.3
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	10 June 2025
Author	Mark Furr – Chief Executive Officer
Authorising Officer	Mark Furr – Chief Executive Officer
Attachments	Nil

#### Summary

Council is requested to consider a request from Mr Stephen Strange to lease the remaining half of the Shire-owned aircraft hanger located at the Bruce Rock Airfield. The other half of the hanger is currently under lease to a separate tenant. Mr Strange has requested a lease under the same or similar terms as the existing lease arrangement.

#### Background

The Shire of Bruce Rock owns a hanger facility at the Bruce Rock Airfield, which has been subdivided into two portions to accommodate multiple users. One half of the hanger is currently leased to a private resident under a formal lease agreement.

Mr Stephen Strange, a resident of the Shire and a current Councillor (not acting in his capacity as a Councillor for this request), has approached the Shire seeking to lease the remaining unoccupied half of the hanger. Mr Strange has requested lease conditions that mirror those in place for the current leasee.

Key terms requested are:

- Lease Term: Five (5) years;
- Annual Rent: \$408 per annum, adjusted annually in accordance with Shire budgeting processes;
- Payment Terms: Rent payable within 30 days of lease commencement; and
- Purpose: Storage of private aircraft and associated equipment.

#### Consultation

Consultation has been undertaken with the Manager of Finance.

#### Statutory Environment

Section 3.58 of the Local Government Act 1995 governs the disposition of property, including leasing.

#### Policy Implications

The Council's Policy Manual contains no policies that relate and nor are there any proposed.

### Financial Implications

The lease will generate a modest annual rental income of \$408, adjusted annually in accordance with Shire budgeting processes. The amount aligns with the current lease agreement for the other half of the hangar and contributes to the upkeep of the airfield facility.

### Strategic Implications

Shire of Bruce Rock Strategic Community Plan 2022-2032	
Outcome:	4.0 Governance Priorities
Strategy:	4.1 Our organisation is well positioned and has capacity for the future.

### Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Perceived Conflict of Interest due to lessee being an Elected Member of Council	Unlikely (2)	Minor (2)	Low (1-4)	Compliance Requirements	Control through Full disclosure of interest is made. Decision is made by Council with the Councillor abstaining from any discussion or vote on the matter. Lease is on standard terms consistent with current arrangements. ...

### Risk Matrix

Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of **two (2)** has been determined for this item. Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

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### Comment/Conclusion

Whilst there is no known competing interest for the remaining half of the hangar, and the lease of this space would ensure full utilisation of the Shire-owned infrastructure. It is recommended for full disclosure and transparency, that this request is advertised publicly. As with the existing lease, the proposed lease to Mr Strange would be formalised through a standard lease agreement, subject to Council approval.

The request aligns with Council's approach to managing community and aviation infrastructure assets to enable fair and equitable access while recovering costs associated with maintenance and use.

### Voting Requirements

Simple Majority

#### **OFFICER RECOMMENDATION**

**That Council:**

- 1. Approves, for public comment, the public advertising of the request from Mr Stephen Strange, to lease the remaining half of the Shire Hangar at the Bruce Rock Airfield under the following conditions:**
  - A lease term of five (5) years,
  - Annual rental of \$408, adjusted annually in accordance with Shire budgeting processes;
  - The purpose being storage of private aircraft and associated equipment; and
  - Rent payable within 30 days of lease commencement.
- 2. Approves the Chief Executive Officer to execute the lease, subject to no public comment, opposing the lease, being received.**

#### 10.6.4 Lease Renewal – 61 Westral Street, Bruce Rock

File Reference	062025.10.6.4
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	12 June 2025
Author	Mark Furr – Chief Executive Officer
Authorising Officer	Mark Furr – Chief Executive Officer
<b>Attachments</b> 1. Letter Reference Lease Renewal – 61 Westral Street, Bruce Rock	

#### Summary

Council is requested to consider and endorse the renewal of a residential tenancy agreement with the Housing Authority (Government Regional Officers’ Housing Program) for the property located at 61 Westral Street, Bruce Rock.

#### Background

The Housing Authority currently leases 61 Westral Street, Bruce Rock from the Shire of Bruce Rock under a residential tenancy agreement which expires on 15 August 2025.

The Housing Authority has submitted a formal offer to renew the lease under the following proposed terms:

- A further term of three (3) years;
- Commencing immediately after the expiry of the current agreement;
- At a weekly rental amount of \$630.00; and
- Subject to the same general terms and conditions as the existing lease, with updated compliance requirements.

#### Consultation

Consultation has been undertaken with the Manager of Finance.

#### Statutory Environment

- Residential Tenancies Act 1987 - governs the terms and conditions of residential tenancy agreements;
- Local Government Act 1995 – relevant to the disposal (including leasing) of Local Government property; and
- The property is not subject to public advertising under section 3.58 of the Local Government Act 1995, as it is a residential tenancy and is consistent with ongoing Government Regional Officers Housing arrangements.

#### Policy Implications

The Council’s Policy Manual contains no policies that relate and nor are there any proposed.

### Financial Implications

The lease will generate \$630 per week in revenue for the Shire of Bruce Rock, equating to approximately \$32,760 per annum. This is an increase of \$230 per week or 57.5%. The Shire will be responsible for the required compliance inspections and services outlined in the lease conditions.

### Strategic Implications

Shire of Bruce Rock Strategic Community Plan 2022-2032	
Outcome:	4.0 Governance Priorities
Strategy:	4.1 Our organisation is well positioned and has capacity for the future.

### Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Non-compliance with lease pre-conditions	Possible (3)	Minor (2)	Medium (6-9)	Compliance Requirements	Engage qualified contractors for compliance work prior to lease commencement

### Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of **six (6)** has been determined for this item. Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

### Comment/Conclusion

The proposed lease renewal supports continued provision of quality Government Regional Officers' Housing within the Shire of Bruce Rock. The weekly rental amount of \$630 is considered commercially reasonable and consistent with current market rates.

The offer is conditional on the following:

- Completion of an electrical compliance certificate confirming the installation and functionality of all hard-wired smoke alarms and safety switches;
- Servicing of all air-conditioning units within 12 months prior to the lease commencement; and
- Receipt of all internal approvals by the Housing Authority within 14 days of the offer date.



Acceptance of the lease renewal offer requires return of the signed acceptance within 14 days from the date of the letter (5 June 2025), and execution of the formal lease agreement within 14 days of its receipt from the Housing Authority.

### **Voting Requirements**

Simple Majority

#### **OFFICER RECOMMENDATION**

**That Council:**

- 1. Accepts the offer from the Housing Authority to renew the lease for 61 Westral Street, Bruce Rock for a period of three (3) years commencing from 16 August 2025, at a rental of \$630.00 per week;**
- 2. Authorises the Chief Executive Officer to ensure all required compliance works are completed, including:**
  - Provision of an electrical compliance certificate; and**
  - Servicing of all air-conditioning units;**
- 3. Authorises the Chief Executive Officer to sign and return the lease acceptance and execute the formal lease documentation upon receipt.**

Our Ref: 1635408

**5 June 2025**

Shire Of Bruce Rock  
54 Johnson Street  
Bruce Rock, WA, 6418

To whom it may concern,

**RE: OFFER OF LEASE RENEWAL – 61 Westral Street, Bruce Rock, Wa, 6418**

The Housing Authority (acting through the Government Regional Officers' Housing Program) has leased from you the above premises (**Leased Premises**) pursuant to a residential tenancy agreement which expires on **15/08/2025**.

The Housing Authority makes an offer to renew this arrangement and enter into a new residential tenancy agreement with you for the Leased Premises:

- (a) for a further term of **3** year/s;
- (b) commencing immediately after the current residential tenancy agreement expires;
- (c) at the weekly rent of **\$630.00**; and
- (d) otherwise on the terms and conditions set out in the residential tenancy agreement attached to this letter.

(the **Offer**)

The Offer is subject to, and conditional upon, the following conditions first being agreed and/or satisfied and, failing which, the Offer will lapse or be incapable of acceptance:

- (a) the Housing Authority obtaining all necessary internal approvals to enter into the new residential tenancy agreement with you within 14 days of the Offer;
- (b) you ensuring that the following upgrades are completed in the Leased Premises:
  - (i) An electrical compliance certificate (to confirm all hard-wired smoke alarms and safety switches have been installed and are functioning correctly and, **for the smoke alarm, includes at a minimum, manufacturer, installation date, expiry date and model number**) is to be obtained by the lessor at the lease commencement and thereafter on every 12-month anniversary of the date on which the previous electrical compliance certificate was obtained.
  - (ii) All air-conditioning units at the premises must have been serviced at lease commencement, or within the 12 month period prior to lease commencement, and thereafter on every 12-month anniversary of the date on which the previous service occurred. A copy of the receipt evidencing the first service will be provided to the tenant on lease commencement and receipt for each subsequent service will be provided to the tenant within 14 days of such service.

If you wish to accept the Offer, please sign and return by both email and post a copy of this letter to the Housing Authority within 14 days of the date of the Offer.

Once the Housing Authority obtains the necessary internal approvals it will prepare and provide to you a copy of the formal lease on the agreed terms and conditions set out in this letter. You are

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required to execute and unconditionally deliver the formal lease to the Housing Authority within 14 days of it being provided to you.

If you have any queries in relation to anything set out in the Offer or this letter please do not hesitate to contact the Housing Authority on (6414 2979).

Yours faithfully

**Cassie Andrew**

**WheatbeltGROHLeasing@communities.wa.gov.au**

Leasing Officer | Wheatbelt

P 08 6414 2979 M 0408 841 124

I/We, \_\_\_\_\_  
(insert name/s)

hereby accept the Offer made by the Housing Authority in this letter to take a lease of the Leased Premises on the terms and conditions set out in this letter and acknowledge that, in doing so, a binding lease will be created between me/us and the Housing Authority

<p>_____ Signature:</p> <p>Name: _____</p> <p>Date: ____ / ____ / ____</p>	<p>_____ Signature:</p> <p>Name: _____</p> <p>Date: ____ / ____ / ____</p>
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- 11. New Business of an Urgent Nature Introduced by Discussion of the Meeting**
- 12. Confidential Items**
- 13. Closure of the Meeting**