



Shire of
Bruce Rock

Where friends become family



Agenda Attachments

Thursday 19 October 2023

SHIRE OF BRUCE ROCK
AGENDA ATTACHMENTS 19 October 2023

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SHIRE OF BRUCE ROCK

MINUTES – ORDINARY MEETING 21 SEPTEMBER 2023

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SHIRE OF BRUCE ROCK

MINUTES – ORDINARY MEETING 21 SEPTEMBER 2023

1. Declaration of Opening

The Shire President Stephen Strange declared the meeting open at 3.11pm.

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

President	Cr SA Strange
Councillors	Cr AR Crooks
	Cr KP Foss
	Cr NC Kilminster
	Cr PG Negri
	Cr Rajagopalan
	Cr J Verhoogt
	Cr RA Waye
Chief Executive Officer	Mr DRS Mollenoyux
Executive Support Manager	Mrs M Schilling (Minutes)
Manager of Works and Services	Mr D Holland (3.11pm – 3.34pm)
Environmental Health Officer	Mr J Goldacre (3.34pm – 3.56pm)
Manager of Finance	Mrs M Bathakur (3.57pm – 4.11pm)
Leave of Absence	Cr NC Kilminster
	Cr BJ Waight
Apology	
Manager of Governance and Community Services	Ms N Ugarte

3. Declarations of Interest

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

Date	Name	Item No	Reason

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

Date	Name	Item No	Reason

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

Date	Name	Item No	Reason

4. Response to Previous Public Questions Taken on Notice

5. Public Question Time

6. Petitions/Deputations/Presentations/Submissions

7. Applications for Leave of Absence

8. Announcements by Presiding Member

9. Confirmation of Minutes

Ordinary Meeting of Council held on Thursday, 17 August 2023.

COUNCIL DECISION

Resolution OCM Sep 23 – 9.1.1

Moved: Cr Rajagopalan

Seconded: Cr Foss

That the minutes of the Ordinary Meeting of Council held on Thursday, 17 August 2023 be confirmed as a true and correct record.

For: Cr SA Strange, Cr Crooks, Cr KP Foss, Cr PG Negri, Cr R Rajagopalan, Cr J Verhoogt and Cr RA Waye

Against: Nil

Carried 7/0

10. Officers' Reports

10.1 Manager of Works and Services

See Confidential Items

Mrs M Bathakur entered the Council Chambers at 3.57pm.

10.2 Manager of Finance

Agenda Reference and Subject:	10.2.1 Statement of Financial Activity
Reporting Officer:	Manisha Barthakur, Manager of Finance
Author:	Manisha Barthakur, Manager of Finance
Disclosure of Interest:	Nil
Attachments:	<i>Item 10.2.2 Attachment A – Statement of Financial Activity July 2023</i> <i>Item 10.2.2 Attachment A – Statement of Financial Activity August 2023</i>

Summary

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

Background

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

Comment

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

Consultation

Darren Mollenoyux, Chief Executive Officer
Nerea Ugarte, Manager Governance and Community Services
David Holland, Manager of Works and Services
Julian Goldacre, Environmental Health Officer
Mike Darby, Senior Finance Officer and other staff

Statutory Implications

r. 34 Local Government (Financial Management) Regulations 1996

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

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

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

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

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

Policy Implications

Nil

Risk Implications

Please refer to **Appendix 1** to obtain the likelihood, consequence and rating.

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

Financial Implications

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

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

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

Voting Requirements

Simple Majority

<p>OFFICER RECOMMENDATION AND COUNCIL DECISION Resolution OCM Sep 23 – 10.2.1</p> <p>Moved: Cr Foss Seconded: Cr Waye</p> <p>That the Statements of Financial Activity for the month ending 31 July 2023 & 31 August 2023 are received.</p> <p>For: Cr SA Strange, Cr Crooks, Cr KP Foss, Cr PG Negri, Cr R Rajagopalan, Cr J Verhoogt and Cr RA Waye Against: Nil Carried 7/0</p>
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Agenda Reference and Subject:

10.2.2 List of Payments

Reporting Officer:

Manisha Barthakur, Manager of Finance

Author:

Mike Darby, Senior Finance Officer

Disclosure of Interest:

Nil

Attachments:

Item 10.2.2 Attachment A – List of Payments August 2023

Summary

Council is asked to endorse the list of payments made since the last Ordinary Council Meeting.

Background

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

Comment

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

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

Consultation

Nil

Statutory Implications

s.6.10, Local Government Act 1995

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

Policy Implications

Nil

Risk Implications

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

Financial Implications

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

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

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

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Sep 23 – 10.2.2

Moved: Cr Waye

Seconded: Cr Verhoogt

That Council:

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

- a. EFT voucher numbers EFT21884 to EFT22039 totalling \$1,102,669.26
- b. cheque numbers 132 to 133 & 9043 totalling \$80.55
- c. nil Trust EFT payments;
- d. wages and superannuation payments totalling \$209,353.63; and
- e. credit card payments totalling \$591.15,

with all payments totalling \$1,393,103.44 for the month of August 2023; and

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

For: Cr SA Strange, Cr Crooks, Cr KP Foss, Cr PG Negri, Cr R Rajagopalan, Cr J Verhoogt and Cr RA Waye

Against: Nil

Carried 7/0

Agenda Reference and Subject:

10.2.3 Rescind the motion to consider of offer of land at
21 Railway Parade – OCM 10.2.4.3

Reporting Officer:

Manisha Barthakur, Manager of Finance

Author:

Manisha Barthakur, Manager of Finance

Disclosure of Interest:

Nil

Attachments:

Nil

Summary

Council is requested to consider revoke their previous motion for accepting the offer of 21 Railway Parade Bruce Rock (Assessment number A555).

Background

At the Ordinary Meeting of Council held on 15th June 2023 Council resolved

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM June 23 – 10.2.4.3

Moved: Cr Rajagopalan

Seconded: Cr Waye

That Council:

- 1. accepts the offer of 21 Railway Parade, Bruce Rock (Assessment number A555) from Mr Barry Turner, and arranges the transfer of the same; and*
- 2. resolves, either immediately or in the future at a time deemed advantageous, to make the land available for purchase.*

CARRIED BY ABSOLUTE MAJORITY 8/0

Comment

Following the council resolution on 15th June 2023, Shire's finance department initiated a settlement process with Turbo settlements. During the due diligence it came into light that there is a legal requirement to go through a probate process in order to have the property's title cleared in order to transfer the ownership.

The process to initiate a probate application not only involves hiring a solicitor but also series of legal compliances and processes and the cost is hard to ascertain. While the application fee to apply a probate is \$700, there will be legal costs associated with the solicitor which may be extended with travel costs and other unknown costs. The value of property may not be able to cover these costs and the Shire has already born the demolition costs as well as rates write-off. Therefore, it is not a financially viable option for the Shire to accept this property.

Consultation

CEO, MOF and SFO

Statutory Implications

10. *Revoking or changing decisions made at council or committee meetings — s. 5.25(1)(e)*

(1) If a decision has been made at a council or a committee meeting then any motion to revoke or change the decision must be supported —

- (a) in the case where an attempt to revoke or change the decision had been made within the previous 3 months but had failed, by an absolute majority; or
 (b) in any other case, by at least 1/3 of the number of offices (whether vacant or not) of members of the council or committee, inclusive of the mover.

(1a) Notice of a motion to revoke or change a decision referred to in sub regulation (1) is to be signed by members of the council or committee numbering at least 1/3 of the number of offices (whether vacant or not) of members of the council or committee, inclusive of the mover.

(2) If a decision has been made at a council or a committee meeting then any decision to revoke or change the first-mentioned decision must be made —
 (a) in the case where the decision to be revoked or changed was required to be made by an absolute majority or by a special majority, by that kind of majority; or
 (b) in any other case, by an absolute majority.

(3) This regulation does not apply to the change of a decision unless the effect of the change would be that the decision would be revoked or would become substantially different.

[Regulation 10 amended in Gazette 31 Mar 2005 p. 1030.]

Policy Implications Nil

Financial Implications

There is no alteration to the financial implications for the relation of the matter.

Policy Implications

Nil

Risk Implications

Risk: That rates remain unpaid resulting in less revenue for the Shire.		
Likelihood	Consequence	Rating
Possible	Minor	Minor
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be a “Moderate” risk.		

Financial Implications

Nil

Strategic Implications

Shire of Bruce Rock Strategic Community Plan 2017-2027

Governance

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

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Sep 23 – 10.2.3

Moved: Cr Waye

Seconded: Cr Rajagopalan

That Council, in accordance with Section 5.25 (1) (e) of the Local Government Act 1995 revokes Resolution June OCM 10.2.4.3 passed at its ordinary meeting held on Thursday 15th June 2023 and rescinds the motion to accept the offer of 21 Railway Parade Bruce Rock (Assessment number A555) as the property is not deemed legally and financially suitable for the council to have ownership.

For: Cr SA Strange, Cr Crooks, Cr KP Foss, Cr PG Negri, Cr R Rajagopalan, Cr J Verhoogt and Cr RA Waye

Against: Nil

CARRIED BY ABSOLUTE MAJORITY 7/0

10.3 Environmental Health Officer

See Confidential Items

10.4 Manager of Governance and Community Services

Agenda Reference and Subject:

10.4.1 Shire President Stamp

Reporting Officer:

Melissa Schilling, Executive Services Manager

Author:

Melissa Schilling, Executive Services Manager

Disclosure of Interest:

Nil

Attachments:

Nil

Summary

Use of the Shire President Stamp in August 2023.

Background

Nil

Comment

As per Council's policy, the Shire President Stamp has been used during the month of August 2023 as follows:

- Supermarket Lease Document

Consultation

Nil

Statutory Implications

Council Policy

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Shire of Bruce Rock Strategic Community Plan 2017-2027

Governance

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

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Sep 23 – 10.4.1

Moved: Cr Rajagopalan

Seconded: Cr Foss

That Council endorse the use of the Shire President Stamp during August 2023.

For: Cr SA Strange, Cr Crooks, Cr KP Foss, Cr PG Negri, Cr R Rajagopalan, Cr J Verhoogt and Cr RA Waye

Against: Nil

Carried 7/0

Agenda Reference and Subject:

10.4.2 Shire Seal

Reporting Officer:

Melissa Schilling, Executive Services Manager

Author:

Melissa Schilling, Executive Services Manager

Disclosure of Interest:

Nil

Attachments:

Nil

Summary

Use of the Shire Seal in August 2023.

Background

Nil

Comment

As per Council's policy, the Shire Seal has been used during the month of August 2023 as follows:

- Supermarket Lease Document

Consultation

Nil

Statutory Implications

Council Policy

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Shire of Bruce Rock Strategic Community Plan 2017-2027

Governance

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

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Sep 23 – 10.4.2

Moved: Cr Foss

Seconded: Cr Rajagopalan

That Council endorse the use of the Shire Seal during August 2023.

For: Cr SA Strange, Cr Crooks, Cr KP Foss, Cr PG Negri, Cr R Rajagopalan, Cr J Verhoogt and Cr RA Waye

Against: Nil

Carried 7/0

10.5 Chief Executive Officer

Agenda Reference and Subject:

10.5.1 Amendment of Lease of Community Crop Policy

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Caris Negri, Community Development Officer

Disclosure of Interest:

Nil

Attachments:

Item 10.5.1 Attachment A – Policy 6.5 Lease of Community Crop

Item 10.5.1 Attachment B – Amended Lease of Community Crop Policy

Summary

The Lease of Community Crop Policy has been reviewed and amended. Council is asked to approve the amended policy.

Background

The Shire of Bruce Rock leases the cropping rights to the community crop located on the land immediately surrounding the Airstrip. The intention of this is to assist local community groups to raise funds for their activities and thus provide benefit to the wider community. For the past six years the lease of the community crop has been held by the Bruce Rock Football Club, but this Lease is due to expire on 28 February 2024.

Council requested that the policy and lease terms be reviewed prior to the expiry of the current lease and before advertising for expressions of interest for the next lease.

Comment

Cr Negri and Cr Foss have assisted the CEO in reviewing the policy and the terms and conditions of the lease providing their technical knowledge and skills in cropping management.

The Lease of Community Crop Policy has been reviewed to:

- Improve clarity and improved guidance to Council in the awarding of the Lease for the Community Crop; and
- To ensure that the lease arrangements are improved to ensure the best management of the land and use by community groups.

The amendments to the lease document include;

- Clarification on providing soil results
- Length of term maximum of three years
- Requirements for crop rotation, including a break year crop
- Strengthening of wording around not interfering with access to airstrip structures and not to drive trucks or machinery over the runway
- Removal of the wording around pastures
- Fertiliser requirements and rates of lime

A copy of the reviewed Lease of Community Crop Policy and associated Lease document are provided as an attachment.

Consultation

Cr Phillip Negri and Cr Kevin Foss provided assistance to the Chief Executive Officer in reviewing the policy and lease, providing technical advice around cropping.

Statutory Implications

Nil

Policy Implications

The Lease of Community Crop Policy has been reviewed to reflect best management practices for the land and allocation to eligible community groups.

Risk Implications

Risk: That the Lease of Community Crop Policy does not reflect best cropping management practices and the land is not maintained in the best interests of current and futures community groups.

Likelihood	Consequence	Rating
Unlikely	Moderate	Moderate

Action / Strategy

- Council approves recommended changes to the Lease of Community Cropping Policy.
- Adequate advertising seeking expressions of interest from community groups and Council ensuring that the lease is awarded and land managed affectively.

Financial Implications

Nil

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-32

Community Priorities

- 1.1– Inclusive community Activities, events and initiatives
 Volunteers and community groups feel supported
 Shire facilities are maintained in a strategic manner to meet community need

Governance

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

Voting Requirements

Absolute Majority

Officer Recommendation

That Council:

1. review and endorse the modifications to the Lease of Community Crop Policy, as attached; and
2. approve the terms and conditions outlined of the Cropping Lease, as attached.
3. Staff commence advertising for Expressions of Interest for the Community Crop, with applications to be presented at the October 2023 Ordinary Council Meeting for awarding the next lease commencing on 1st February 2024.

Council decision varied to Officer Recommendation to remove 5. The Club/Group which holds the existing Lease may submit an EOI to continue/extend, but if there is at least one other eligible EOI, then an extension will not be granted. The aim of the Community Crop Lease is to spread the benefit around the community and engage different Clubs/Groups where possible from Policy 6.5 Draft

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Sep 23 – 10.5.1

Moved: Cr Negri

Seconded: Cr Foss

That Council:

- 1. review and endorse the modifications to the Lease of Community Crop Policy, as attached; and**
- 2. approve the terms and conditions outlined of the Cropping Lease, as attached.**
- 3. Staff commence advertising for Expressions of Interest for the Community Crop, with applications to be presented at the October 2023 Ordinary Council Meeting for awarding the next lease commencing on 1st February 2024.**
- 4. remove 5. *The Club/Group which holds the existing Lease may submit an EOI to continue/extend, but if there is at least one other eligible EOI, then an extension will not be granted. The aim of the Community Crop Lease is to spread the benefit around the community and engage different Clubs/Groups where possible from the Policy 6.5 Draft.***

For: Cr SA Strange, Cr Crooks, Cr KP Foss, Cr PG Negri, Cr R Rajagopalan, Cr J Verhoogt and Cr RA Waye

Against: Nil

CARRIED BY ABSOLUTE MAJORITY 7/0

11. Regional Reports

Agenda Reference and Subject:

11.1.1 CEACA Meeting September 2023 Minutes

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Nil

Attachments:

*Item 11.1.1 Attachment A – CEACA Management Minutes 4
September 2023*

Summary

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

Background

The 9 member Councils of the Central Eastern Aged Care Alliance (CEACA Inc.) held its General Meeting on the 4th September 2023 at the Merredin Recreation Centre.

Comment

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

The Shire President and CEO attended the meeting.

The key points of the meeting were;

3.2 Application to be a registered Community Housing Provider

The Executive Officer spoke to the EO Report - Attachment 5 and the following additional comments were made:

- The major disadvantage with RCHP is changes are required to the Constitution, including the wind-up clause which means surplus property on wind-up must be transferred to another RCHP or the Housing Authority. It is expected this would only apply to new Units (not the existing 71 Units), but this will be checked before the application is finalised.*
- There is no requirement in the funding application to be a RCHP and CEACA can still apply without it. It will however improve CEACA's chance of obtaining funding.*
- If additional units are built, CEACA can continue to refer to the Allocations Matrix when choosing future tenants. The main difference would relate to governance, which will result in more work for CEACA Management.*
- Operations Manager reviewed the RCHP assessment criteria and is working on current and future policies and procedures to assist with compliance.*
- The application process is lengthy, and Members must therefore decide they wish to proceed with application.*

RESOLUTION

It was resolved to apply for Registered Community Housing Provider status and to obtain legal advice on the impact to the existing 71 Units.

3.2 Application to be a registered Community Housing Provider

Evolve Living Homes gave a presentation on their business model and their modular homes that are manufactured in Northam.

A copy of the minutes has been provided in the correspondence section of the Councillor Information document.

Consultation

Discussions were held at the CEACA Inc. Committee Meeting

Statutory Implications	Nil
Policy Implications	Nil
Financial Implications	Nil

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Community

Strategic Priority

1.1 – Community are engaged and have a healthy lifestyle

- Housing options are available for individual and family life stages
- Achieve and update the Aged Friendly Community Plan

Governance

Strategic Priority

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

- We attend meetings of key local and regional organisations to jointly plan and deliver benefits for our communities

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Sep 23 – 11.1.1

Moved: Cr Waye

Seconded: Cr Foss

That Council receives the minutes of the CEACA Inc General Meeting held on the 4th September 2023 at the Merredin Recreation Centre.

For: Cr SA Strange, Cr Crooks, Cr KP Foss, Cr PG Negri, Cr R Rajagopalan, Cr J Verhoogt and Cr RA Waye

Against: Nil

Carried 7/0

Agenda Reference and Subject:

11.1.2 WALGA Zone Minutes August 2023

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Nil

Attachments:

*Item 11.1.2 Attachment A – WALGA Great Eastern Country
Zone Minutes 21 August 2023.*

Summary

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

Background

The recent WALGA Great Eastern Zone Meeting was held on the 21st August 2023 at the Merredin Recreation Centre.

Comment

To encourage the improved awareness and promote a better understanding by all Councillors it is recommended that WALGA Zone minutes be read and received by Council. Cr Strange attended the meeting.

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

Presentations

- WA Country Health Service
- Department of Fire and Emergency Services

10.2 Auditor Experience and Survey Results

At the State Council meeting of July 2023, the following advocacy position was adopted in relation to the survey of Local Government Audit Experience:

That:

1. State Council note the Audit Experience Survey Results Summary; and
2. WALGA advocate to the Office of the Auditor General (OAG) to reform the audit process for Local Governments by seeking
 - a. Audits of Local Governments are completed and reported on in a timely manner and that the processes, procedures and scope of audits are consistently applied.
 - b. That the OAG review the requirements for preaudit information with a view to reducing the need for additional information where possible;
 - c. That the OAG review their costing formulae for Local Government audits and show constraint in audit cost increases;
 - d. That the OAG provide a breakdown on the cost of the audit and justification for any variance to the estimate to the Local Government as part of the final billing process;
 - e. That auditors be required to improve their communication and information management and avoid repeated requests for information that has already been provided or that is publicly available;
 - f. That Local Governments only be required to communicate with contract Auditors (unless the OAG is directly auditing the Local Government) and the onus be placed on the contract Auditors to confirm their advice with the OAG before instructing the Local Government;
 - g. In-conjunction with the Department of Local Government, Sport and Cultural Industries, review the application of Fair Value principles in the context of the audit; and

h. Seek an opportunity for Local Government to make representations in relation to any adverse findings prior to the publication of the report.

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

Consultation Nil

Statutory Implications Nil

Policy Implications Nil

Risk Implications

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

Likelihood	Consequence	Rating
Rare	Insignificant	Low

Action / Strategy

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

Financial Implications Nil

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

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

- We attend meetings of key local and regional organisations to jointly plan and deliver benefits for the community.

Voting Requirements Simple Majority

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Sep 23 – 11.1.2

Moved: Cr Rajagopalan

Seconded: Cr Foss

That Council receives the minutes of the WALGA Great Eastern Zone Meeting held on the 21st August 2023 at the Merredin Recreation Centre.

For: Cr SA Strange, Cr Crooks, Cr KP Foss, Cr PG Negri, Cr R Rajagopalan, Cr J Verhoogt and Cr RA Waye

Against: Nil

Carried 7/0

Agenda Reference and Subject:

11.1.3 WEROC Inc Meeting Minutes September 2023

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Nil

Attachments:

Item 11.1.3 Attachment A – WEROC Board Minutes 4

September 2023

Item 11.1.3 Attachment B – WEROC Drive Trail Draft

Summary

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

Background

The last WEROC Inc Board Meeting and Annual General Meeting were held on the 4th September 2023 at the Shire of Merredin Council Chambers.

Comment

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

The following items are highlighted for Councils attention;

7.1 Corella Management Program – Wheatbelt NRM

On 7 August 2023 the Executive Officer received base level housing data from the Wheatbelt Development Commission, which was forwarded to the WEROC CEOs on the same day with a request to compile some of the following information in advance of the next WEROC meeting on 4 September:

1. Ground truth the housing statistics.
2. Identify “lazy land”. This is land that is ideally located, maybe owned by the Shire or someone else. Think about what it would be ideal for and what would be required to prepare it to be “development ready” - for example zoning, knowing costs of servicing.
3. Identify potential “stranded accommodation assets” and document what might be required to get them back to a functioning standard.
4. Each Shire to go through their planning schemes with a forward looking, growth optimistic lens. That is, if someone wanted to develop some worker accommodation in town, is there appropriately zoned and located land to facilitate this. Same with light industry land.
5. Document any existing or known, projected demand for residential land and housing, including any known shortages for GROH, or even the Shires themselves, and from existing businesses.

Each Local Government was required to respond with ground level analysis of the data and additional information.

The meeting resolved as follows;

That:

- 1) *Individually, Shires will review the base level data provided by WDC and provide feedback to the Executive Officer by the end of September.*
- 2) *The Executive Officer will collate the data into one document and then arrange a meeting with Mr. Alex MacKenzie to discuss the findings and next steps.*

- 3) *The Executive Officer will source quotes from the consultants who assisted the 4WDL group and who are now working with AROC.*

I have reviewed and responded on Bruce Rock's data as there were several discrepancies identified in the data and also provided additional information specific to Bruce Rock which is outlined in the minutes of the WEROC Meeting.

7.2 WEROC Housing Analysis

At the WEROC Inc. Board meeting held on 28 June 2023, the second action arising from Agenda item 7.2, WEROC Housing Analysis, was to request assistance from the Wheatbelt Development Commission (WDC) on assessing current and future economic drivers for the WEROC region.

Executive Officer Comment:

The Executive Officer contacted Ms. Renee Manning Principal Regional Development Officer, WDC with a request for assistance. Ms. Manning advised that the WDC are working with NEWROC to test an approach to explore and understand key economic drivers and to identify assets and constraints of the NEWROC region in enabling future development and/or investment related to these drivers. The approach does not involve attracting one type of investment, rather it is about preparedness/investment readiness.

Ms. Manning has prepared a written overview of the process. It is intended that this overview will initiate some early discussion, and Ms. Manning will attend the next WEROC meeting, scheduled for 29 November, to give a more comprehensive presentation that prompts the detailed discussion.

The meeting resolved;

That WEROC advise the Wheatbelt Development Commission that we would like their assistance in progressing the WEROC Economic Futures discussion.

7.3 WEROC Drive Trail

At the WEROC Inc. Board meeting held on 28 June 2023 it was agreed that WEROC would progress with a staged series of tourism projects aligned to the priority recommendations of the WEROC Tourism audit. Immediate priorities were to develop a WEROC self-drive trail itinerary and to improve the visibility of existing trails by uploading them to the Trails WA website.

A draft WEROC self-drive trail itinerary has been developed and is presented for discussion. The trail focuses on 18 key sites (three in each Shire) and has purposely been designed to encourage stays in the towns rather than at the free camp sites as per the discussion at the previous meeting. Recommended overnight stops are in the towns with the most accommodation on offer but the accommodation options in each town are listed.

The Executive Officer has obtained two cost estimates from cartographers to produce the self-drive trail map. The first option is for one map and the second option is for one regional map and six individual shire trail maps with more detailed itineraries for each location.

Comments from the meeting:

- Members expressed a desire to have more time to review the draft itinerary and provide feedback.
- Mr. Nic Warren suggested that having hard copies of the map/itinerary is worthwhile as many visitors still like to pick up brochures.
- At this stage, Members would just like to progress with the overarching drive-trail itinerary as some Shires already have their own self-drive itineraries (e.g., Bruce Rock through Pathways to Wave Rock and Westonia through the Wheatbelt Way).
- The drive trail signage needs to include the wording "Eastern Wheatbelt" and it is recommended that a graphic designer be engaged to provide the design so that it presents

professionally. Potentially add a QR code that links to the map/itinerary for the trail. Once the sign design is finalised it can be distributed to each Shire who will decide on where they want the signs and pay for the quantity they require.

The meeting resolved;

That:

- 1) Option 1 as outlined above, be progressed.
- 2) Shires to review the draft itinerary and provide feedback to the Executive Officer by the end of September.
- 3) The Executive Officer to finalise the design for the drive trail sign, with the assistance of a graphic designer.

8.1 Corella Management Coordinator

On 10 August 2023 the Executive Officer contacted Wheatbelt NRM for an update on the corella management project. They advised that they have appointed a coordinator, who started with them in early August and indicated that Dr. Karl O'Callaghan "will be in touch to assist in the integration". No further information was provided.

Comments from the meeting:

- *The Shire of Bruce Rock have a meeting with Dr. Karl O'Callaghan this coming Wednesday.*
- *The Shire of Merredin is also meeting with Dr. O'Callaghan this Wednesday, over the phone.*
- *Ms. Glenice Batchelor queried if there is scope for the Corella Coordinator to look at other pest birds (e.g., pigeons).*

The Bruce Rock CEO and EA met with Dr Carl O'Callaghan and the newly appointed Corella Coordinator to discuss the project and its progress. They are seeking WEROC Council's reconsideration to input the additional \$5,000 per Council as originally requested.

I advised I would take back to Bruce Rock Council for consideration.

10.4 \$100 Million Community Energy Upgrades Fund

The Australian Government announced in June that it is partnering with local governments to deliver energy upgrades for community facilities like local pools, sporting clubs and community centres. The assistance will help councils cut their emissions and reduce their energy bills.

The new \$100 million Community Energy Upgrades Fund will co-fund upgrades with councils and could include upgrades like replacing energy-intensive heating in pools with heat pumps and energy-efficient lighting and battery storage at sporting fields, libraries, and community centres.

The guidelines for the Fund will be designed in close consultation with key stakeholders, including the Australian Local Government Association. It might be worthwhile considering what, if any, opportunities this could present for WEROC Shires.

For Bruce Rock I have discussed with the EHO and CDO as to making application for the new heat pump system at the Bruce Rock Aquatic Centre. Details have not been announced yet but once they are staff will investigate project eligibility.

The full version of the minutes is attached for Councillors reference.

The next WEROC Meeting will be held on the 29th November 2023 at the Shire of Bruce Rock, which Westonia have kindly agreed to swap so that we can provide a tour of our new Supermarket.

Consultation Nil

Statutory Implications Nil

Policy Implications Nil

Risk Implications

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

Financial Implications Nil

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

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

- We attend meetings of key local and regional organisations to jointly plan and deliver benefits for the community.

Voting Requirements Simple Majority

<p>OFFICER RECOMMENDATION AND COUNCIL DECISION Resolution OCM Sep 23 – 11.1.2</p> <p>Moved: Cr Negri Seconded: Cr Crooks</p> <p>That Council receives the minutes of the WEROC Inc Board Meeting held on the 4th September 2023 at the Shire of Merredin Council Chambers.</p> <p>For: Cr SA Strange, Cr Crooks, Cr KP Foss, Cr PG Negri, Cr R Rajagopalan, Cr J Verhoogt and Cr RA Waye Against: Nil Carried 7/0</p>

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

Agenda Reference and Subject:

12.1.1 Addition of Fees and Charges – Lease 99 Noonajin Road

Reporting Officer:

Manisha Barthakur, Manager of Finance

Author:

Manisha Barthakur, Manager of Finance

Disclosure of Interest:

Nil

Attachments:

Nil

Summary

An addition of fees and charges in the schedule of Fees and Charges through leasing the property located at 99 Noonajin Road.

Background

The house 99 Noonajin Road has been used as rental with a subsidised rent to one of the Shire's staff member and therefore was not listed in the housing rental category in the schedule of fees and charges. This property is being offered to the new operators of the Supermarket for leasing. The rent will be \$300 per week and will have be raised as per the normal debtors process as all other rental housing.

The fees and charges schedule is required to have this addition of this property to be listed a s a revenue item in the "Housing" section.

Comment

As Council is adding a new fee to the adopted budget's fees and charges schedule, a public notice is required to be made.

Consultation

Kulwant Singh, Sukhpreet Singh- Directors, Regal Ventures Pty Ltd
Nerea Ugarte, Manager Governance & Community Services & current tenant.
Darren Mollenoyux, Chief Executive Officer
Manisha Barthakur, Manager of Finance
Mike Darby, Senior Finance Officer

Statutory Implications

Local Government Act 1995 s.6.16 & s.6.19

6.16. Imposition of fees and charges

(1) A local government may impose and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.*

** Absolute majority required.*

(3) Fees and charges are to be imposed when adopting the annual budget but may be —(a) imposed during a financial year; and*

(b) amended from time to time during a financial year.*

** Absolute majority required.*

6.19.

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of – (a) its intention to do so; and (b) the date from which it is proposed the fees or charges will be imposed.

Policy Implications

Nil

Risk Implications

Risk: That the fees and charges do not recover the cost of providing a facility or service to the community.		
Likelihood	Consequence	Rating
Almost Certain	Minor	High
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “Moderate” risk. As a High Risk, the Manager of Finance will be monitoring the progress regularly.		

Financial Implications

A slight increase to the budgeted amount of fees and charges collected.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

4. Governance

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

Voting Requirements Absolute Majority

<p>COUNCIL DECISION Resolution OCM Sep 23 – 11.1.2</p> <p>Moved: Cr Waye Seconded: Cr Rajagopalan</p> <p>That Council</p> <ol style="list-style-type: none"> Approves this additional revenue item and adopt the new fee of \$300 per week through leasing 99 Noonajin Road Bruce Rock Approves the imposition of this fee from 1st October 2023 Endorse to give public notice of 7 days of the intent to vary the fee and charge. <p>For: Cr SA Strange, Cr Crooks, Cr KP Foss, Cr PG Negri, Cr R Rajagopalan, Cr J Verhoogt and Cr RA Waye Against: Nil CARRIED BY ABSOLUTE MAJORITY 7/0</p>
--

Mrs M Bathakur left the Council Chambers at 4.11pm and did not return.

Agenda Reference and Subject:

12.1.2 Offer to Purchase Batching Plant Equipment & Lease of Council Quarry on Bruce Rock – Doodlakine Road

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Nil

Attachments:

Item 12.1.2 Attachment A - Draft Quarry Lease

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Sep 23 – 12.1.2.1

Moved: Cr Rajagopalan

Seconded: Cr Waye

Officer Recommendation

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

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

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

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

e) a matter that if disclosed, would reveal –

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

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

For: Cr SA Strange, Cr Crooks, Cr KP Foss, Cr PG Negri, Cr R Rajagopalan, Cr J Verhoogt and Cr RA Waye

Against: Nil

Carried 7/0

COUNCIL DECISION

Resolution OCM Sep 23 – 12.1.2.2

Moved: Cr Rajagopalan

Seconded: Cr Crooks

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

For: Cr SA Strange, Cr Crooks, Cr KP Foss, Cr PG Negri, Cr R Rajagopalan, Cr J Verhoogt and Cr RA Waye

Against: Nil

Carried 7/0

Officer Recommendation

Council considers the proposals outlined by WA Concrete and provide direction to the Chief Executive Officer as to the next steps.

Council decision varied to Officer Recommendation to resolve to go to public tender for the batching plant, obtain a valuation for the concrete truck and the Quarry Site.

COUNCIL DECISION

Resolution OCM Sep 23 – 12.1.2.3

Moved: Cr Rajagopalan

Seconded: Cr Crooks

That Council resolve to go to public tender for the batching plant, obtain a valuation for the concrete truck and the Quarry Site.

For: Cr SA Strange, Cr Crooks, Cr KP Foss, Cr PG Negri, Cr R Rajagopalan, Cr J Verhoogt and Cr RA Waye

Against: Nil

Carried 7/0

13. Confidential Items

Agenda Reference and Subject:

13.1.1 2023/24 Sealing Quotes

Reporting Officer:

David Holland, Manager of Works & Services

Author:

David Holland, Manager of Works & Services

Disclosure of Interest:

Nil

Attachments:

Item 13.1.1 Attachment A - Sealing Evaluation Summary

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Sep 23 – 13.1.1.1

Moved: Cr Rajagopalan

Seconded: Cr Waye

Officer Recommendation

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

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

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

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

e) a matter that if disclosed, would reveal –

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

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

For: Cr SA Strange, Cr Crooks, Cr KP Foss, Cr PG Negri, Cr R Rajagopalan, Cr J Verhoogt and Cr RA Waye

Against: Nil

Carried 7/0

COUNCIL DECISION

Resolution OCM Sep 23 – 13.1.1.2

Moved: Cr Rajagopalan

Seconded: Cr Waye

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

For: Cr SA Strange, Cr Crooks, Cr KP Foss, Cr PG Negri, Cr R Rajagopalan, Cr J Verhoogt and Cr RA Waye

Against: Nil

Carried 7/0

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Sep 23 – 13.1.1.3

Moved: Cr Foss

Seconded: Cr Waye

That Council award the WALGA e'Quote VP372271, to Bitutek for the supply and delivery of the sealing program for the 2023/24 financial year as per quoted pricing.

For: Cr SA Strange, Cr Crooks, Cr KP Foss, Cr PG Negri, Cr R Rajagopalan, Cr J Verhoogt and Cr RA Waye

Against: Nil

CARRIED BY ABSOLUTE MAJORITY 7/0

Agenda Reference and Subject:

13.1.2 Purchase of 6x4 90t GCM Prime Mover

Reporting Officer:

David Holland, Manager of Works & Services

Author:

David Holland, Manager of Works & Services

Disclosure of Interest:

Nil

Attachments:

Item 13.1.2 Attachment A - Truck Evaluation Summary

COUNCIL DECISION

Resolution OCM Sep 23 – 13.1.2.1

Moved: Cr Rajagopalan

Seconded: Cr Foss

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

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

- f) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and*
- g) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and*
- h) a matter that if disclosed, would reveal –*
 - (iii) information that has a commercial value to a person; or*
 - (iv) information about the business, professional, commercial or financial affairs of a person,”*

For: Cr SA Strange, Cr Crooks, Cr KP Foss, Cr PG Negri, Cr R Rajagopalan, Cr J Verhoogt and Cr RA Waye

Against: Nil

Carried 7/0

COUNCIL DECISION

Resolution OCM Sep 23 – 13.1.2.2

Moved: Cr Rajagopalan

Seconded: Cr Foss

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

For: Cr SA Strange, Cr Crooks, Cr KP Foss, Cr PG Negri, Cr R Rajagopalan, Cr J Verhoogt and Cr RA Waye

Against: Nil

Carried 7/0

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Sep 23 – 13.1.2.3

Moved: Cr Crooks

Seconded: Cr Waye

That Council award the E Quote VP373030 to Truck Centre Mack, this will not include the trade vehicle of BK025, this vehicle to be sent to Auction for best possible price.

That Council look at savings from other vehicle purchases and the utilisation of the appropriate reserve account to make up the short fall.

For: Cr SA Strange, Cr Crooks, Cr KP Foss, Cr PG Negri, Cr R Rajagopalan, Cr J Verhoogt and Cr RA Waye

Against: Nil

CARRIED BY ABSOLUTE MAJORITY 7/0

Mr D Holland left the Council Chambers at 3.34pm and did not return.

Mr J Goldacre entered the Council Chambers at 3.34pm.

Agenda Reference and Subject:

13.1.3 Provision of Recycling Service Offer of Extension
Submitted by Avon Waste

Reporting Officer:

Julian Goldacre, Environmental Health Officer

Author:

Julian Goldacre, Environmental Health Officer

Disclosure of Interest:

Nil

Attachments:

*Item 13.1.3 Attachment A - Avon Waste Response to
Invitation for Extension of Recyclable Collection Service*

COUNCIL DECISION

Resolution OCM Sep 23 – 13.1.3.1

Moved: Cr Rajagopalan

Seconded: Cr Verhoogt

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

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

- f) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and*
- g) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and*
- h) a matter that if disclosed, would reveal —*
 - (iii) information that has a commercial value to a person; or*
 - (iv) information about the business, professional, commercial or financial affairs of a person,”*

For: Cr SA Strange, Cr Crooks, Cr KP Foss, Cr PG Negri, Cr R Rajagopalan, Cr J Verhoogt and Cr RA Waye

Against: Nil

Carried 7/0

COUNCIL DECISION

Resolution OCM Sep 23 – 13.1.2.2

Moved: Cr Rajagopalan

Seconded: Cr Verhoogt

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

For: Cr SA Strange, Cr Crooks, Cr KP Foss, Cr PG Negri, Cr R Rajagopalan, Cr J Verhoogt and Cr RA Waye

Against: Nil

Carried 7/0

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Sep 23 – 13.1.3.3

Moved: Cr Rajagopalan

Seconded: Cr Foss

- 1) That Council resolves to accept the Avon Waste offer for a three-year term extension of the existing Deed of agreement for the Provision of Recyclable Collection Service at \$38,880.97 exc GST, and the processing fee of \$91.58 per tonne exc GST (variable), acknowledging a variable income can be credited to the Shire of Bruce Rock for the recyclables which receive a container deposit refund with the existing Deed currency dates starting the 22 October 2023 and concluding on the 21 October 2026.**

For: Cr SA Strange, Cr Crooks, Cr KP Foss, Cr PG Negri, Cr R Rajagopalan, Cr J Verhoogt and Cr RA Waye

Against: Nil

CARRIED BY ABSOLUTE MAJORITY 7/0

Agenda Reference and Subject:

13.1.4 Determination of the awarding of RFT 1.2023.24 for the Provision of Waste Collection Service 2023-2026

Reporting Officer:

Julian Goldacre, Environmental Health Officer

Author:

Julian Goldacre, Environmental Health Officer

Disclosure of Interest:

Nil

Attachments:

Item 13.1.4 Attachment A Avon Waste Conforming Tender Response for Provision of Waste Collection Service [extract]; Item 13.1.4 Attachment B Avon Waste Non-Conforming Tender Response for Provision of Waste Collection Service [extract]; Item 13.1.4 Attachment C Mrs K Fuchsbichler Non-Conforming Tender Response for Provision of Waste Collection Service [extract]; Item 13.1.4 Attachment D Evaluation for RFT 1.2023-2024 Provision of Waste Services; Item 13.1.4 Attachment E Qualitative Criteria Scores Provision of Waste Collection Service. Item 13.1.4 Attachment F RFT 1.2023.24 Avon Waste Provision of Waste Collection Service Submission [complete]; Item 13.1.4 Attachment G RFT 1.2023.24 Mrs K Fuchsbichler Provision of Waste Collection Service Submission

COUNCIL DECISION

Resolution OCM Sep 23 – 13.1.4.2

Moved: Cr Rajagopalan

Seconded: Cr Verhoogt

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

For: Cr SA Strange, Cr Crooks, Cr KP Foss, Cr PG Negri, Cr R Rajagopalan, Cr J Verhoogt and Cr RA Waye

Against: Nil

Carried 7/0

Officer Recommendation

- 1) That Council resolves to undertake consideration of the Officers report and determine the three Cases being Case 1, or Case 2, or Case 3 proposed for the awarding of the RFT 1.2023.24 Provision of Waste Collection Service, with or without conditions deemed to be necessary to ensure a viable and reliable waste collection service commencing on the 22 October 2023 and concluding on the 21 October 2026.

Council decision varied to Officer Recommendation to award Tender RFT 1.2023.24 to Katie Fuchsbichler with additional provisions.

COUNCIL DECISION

Resolution OCM Sep 23 – 13.1.4.3

Moved: Cr Rajagopalan

Seconded: Cr Foss

- 1) That Council award Tender RFT 1.2023.24 to Katie Fuchsbichler on the provision that adequate proof is provided on the financial stability of the business and written response provided on reliability and back-up plan for the truck and;**
- 2) That the contract expires in June 2026.**

For: Cr SA Strange, Cr Crooks, Cr KP Foss, Cr PG Negri, Cr R Rajagopalan, Cr J Verhoogt and Cr RA Waye

Against: Nil

CARRIED BY ABSOLUTE MAJORITY 7/0

Mr J Goldacre left the Council Chambers at 3.56pm and did not return.

14. Closure of Meeting

The Shire President Stephen Strange thanked everyone for their attendance and declared the meeting closed at 4.59pm.

These minutes were confirmed at a meeting on 19 October 2023.

Cr Stephen Strange
Shire President
21 September 2023

Shire of Bruce Rock
Works and Services Committee Meeting held in
Bruce Rock Shire Council Chambers
on Tuesday 26 September 2023, commencing at 7.30am

MINUTES

1. Meeting Opened

The Chair, Cr Kevin Foss, opened the meeting at 7.30am.

2. Attendance

Cr KP Foss	Chair
Cr SA Strange	Shire President
Cr AR Crooks	Deputy Shire President
Darren Mollenoyux	Chief Executive Officer
David Holland	Manager of Works & Services

Apologies

Cr BJ Waight	Councilor
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3. Minutes

That the minutes of the Works and Services Committee held on the 26 July 2023 be confirmed as a true and correct record.

COMMITTEE DECISION

Resolution WSCM September23 – 3.1

Moved: Cr Strange

Seconded: Cr Crooks

That the minutes of the Works and Services Committee held 26 July 2023 be confirmed as a true and correct record.

For: Cr Foss, Cr Strange, Cr Crooks

Against: Nil

Carried 3/0

4. General Business Roads, Drainage & Paths

4.1 All Roads, Drainage & Paths 23/24

- **R2R & Council Funded**
 - N/A
- **RRG Program**
 - N/A
- **Drainage Works Council Funded**
 - N/A
- **Townsite Footpaths**
 - N/A
- **Kerbing**
 - N/A
- **Blackspot Funding**
 - N/A
- **Bridges**
 - N/A

- **Other Funded Works**
 - N/A

For Committees consideration for next year's budget submissions.

4.2 New Roads, Drainage & Paths 24/25

- **R2R & Council Funded**
 - N/A
- **RRG Program**
 - N/A
- **Drainage Works Council Funded**
 - N/A
- **Townsite Footpaths**
 - N/A
- **Kerbing**
 - N/A
- **Blackspot Funding**
 - N/A
- **Bridges**
 - N/A
- **Other Funded Works**
 - N/A

5. Machinery and Vehicles

- **Loader submissions / decision**

The Manager of Works and Services assessed the E-Quotes received for the changeover of a new loader and provided the following overview to the Works & Services Committee.

We have had 7 responses for this machine, the normal suppliers were in the mix apart from Volvo which did not put in a price, Darren and I shortlisted three suppliers, those being Hytachi, Hyundai and JCB.

Of these suppliers only one was under budget, that being Hyundai, both Craig and I went down to Perth last week and crawled over these machines.

- I would not consider the JCB as the machine supplied to us for inspection was not finished and had rust in places, this from a new vehicle was not a good look.
- The Hytachi is a reasonable machine and a well-known machine, but it requires most of the things I need installed on it and does not come with anything extra that you would not expect, engine, gearbox and diffs are parts that are well known and can be sourced readily.
- The Hyundai, where there has not been much said about them is rather popular with some major players of the industry and mining companies, this machine has a cummings US made, ZF gearbox and axles, parts for this machine are readily sourced, this machine also comes standard with things requested in the quote and most other machines have them as an option. I have attached the spec sheet for both Hyundai and Hytachi as well as a breakdown of the pricing of the various machines, I have also provided companies that use the Hyundai as requested by the Cr Foss.

Hyundai is our preferred choice after looking at the machine, the parts availability, price, service and warranty, the machine also comes with several things that was not included in the quote spec's but are a bonus for us, and there will be a machine here in 2 to 3 weeks.

I spoke with the head mechanic at CSBP for 16 years and he gave me a rundown of the machines that they have throughout the regions, they have had the Hyundai's for the past 13 years and he has said the reason why is that the pricing, parts availability, ease of working on and the longevity of the machines with one of them still in the Kwinana plant with over 23,000 hrs on it and in the fertilizer industry that is going well, the parts both from Porter equipment and other suppliers are very good and have no problems with and getting them in a timely manner.

I have also spoke with the state manager of a mining company SRG who have 7 of these machines 3 in the eastern states and 4 in WA, they have had no problems with them under mine conditions and have had a good run, he has said the service from them is good and the same as the person from CSBP parts are easy to get as well as easy to get the servicing parts. He also said that he would have no problems getting more and has a friend purchasing one now.

Both representatives I rang said that if I need any further information or help with a machine, we may purchase they are happy to be contacted.

Following a review of the Manager of Works & Services assessment of E-Quotes received and consideration to the utilization and future planning of our asset management of loaders (and as the item is within budget) the Committee resolved as follows;

COMMITTEE DECISION

Resolution WSCM September23 – 5.1

Moved: Cr Crooks
Seconded: Cr Strange

That the Works and Services Committee endorse the awarding of E-Quote VP372276 – Supply & Delivery of 1 x Front End Loader to Porter Equipment for Hyundai HL940TM for \$242,600 ex gst.

For: Cr Foss, Cr Strange, Cr Crooks
Against: Nil

Carried 3/0

- **Future Management of Grader Fleet**

The Manager of Works and Services presented some initial information and base costings regarding options to downsize owned grader fleet with an option to lease some graders during peak usage times (approximately 5 months per year).

The committee had general discussion regarding the pros and cons of owning verses leasing and made the following direction;

Meeting Action:

The Manager of Works and Services to investigate and present full costings, asset management and usage of Council's fleet of graders, with the option to consider disposing of one grader in 2023/2024 and trial leasing arrangements.

This is to be presented back to the Works and Services Committee meeting prior to final decision and recommendation to full Council meeting.

6. Dams and Water Capturing Works

Nil

7. Recreation Centre

Nil

8. Other Matters

- **Johnson St intersection**

The Manager of Works & Services provided an update on the progress made towards Main Roads consideration for a realignment of the Dunstall St and Johnson St intersection, noting this is owned by Main Roads WA.

The CEO and Manager of Works & Services met with representatives from Main Roads WA to discuss the Johnson St and Dunstall St intersection on the 23rd August 2023. The options were discussed with MRWA favouring design 1 as it was the safest option. There was a discussion on the through roads and consideration to Osborne St being designated the Give Way, they advised that they will investigate this situation.

The Works and Services Committee Meeting discussed the option 1 design and supported in general with consideration to be given as to reducing the size of islands to allow improved turning options for RAV 7 and future proofing for larger trucks.

Meeting Action:

The Manager of Works and Services to liaise with Main Roads WA to seek consideration to the suggested variations on the islands and present the next steps of action at the next Works and Services Committee Meeting.

- **Bruce Rock Airstrip Upgrade Works – Consideration of Landing Fees**

At the September 2023 Councillor Information Session Councillors requested an update on the grant funded project for the sealing of the Bruce Rock Airstrip. A concern had been raised to Councillors (by a member of the public) regarding the standard of seal and seeking consideration to a higher rating of seal.

The Manager of Works & Services gave an overview to the Committee and outlined the grant specifications and that it was a 50/50 grant. The level of requested runway seal type would be significantly higher and add to Council's 50% contribution.

The seal of the runway is well within standard runway seals for an airstrip in a regional area and meets well within the requirements of the RFDS, which until recently was the primary user of the runway.

The Committee discussed that if they were to consider a higher level of seal that this would be a significant cost to Council and ratepayers that would be above and beyond the standard. This seal that has been funded has reduced it from a 20mm stone to 7mm stone which will reduce the sand collected within the stone and subsequently should not pose as much of an issue with sand flicking up into propellers.

Whilst the Committee are very supportive of local business and users of facilities It was generally agreed by the committee that if there was to be a further upgrade of the airstrip seal that Council would need to consider a landing fee for users other than RFDS.

Meeting Action:

The Chief Executive Officer write to the member of public who requested a higher level of seal for the airstrip and explain Council's position and reasons for the seal that has been funded.

9. Date Next Meeting

The next committee meeting will be held in mid October 2023, prior to Local Government Elections in October. A date to be determined between the Manager of Works and Cr Foss.

10. Meeting Closure

The Chair, Cr Kevin Foss thanked everyone for their attendance and declared the meeting closed at 8.33am.

These minutes were confirmed at a meeting on

Cr Kevin Foss
Committee Chairperson

**Bruce Rock Bush Fire Advisory Committee Meeting to be held in
Bruce Rock Shire Council Chambers
Thursday 28th September 2023 commencing at 4.02pm**

Minutes

1. Meeting Opened

The Chair, Cr Tony Crooks (CBFCO) opened the meeting at 4.02pm.

2. Attendance:

Cr Tony Crooks (CBFCO)
Cr Philip Negri (DCBFCO)
Gary Rowles DFES (via Teams)
Darren Mollenoyux, CEO Shire of Bruce Rock
Trent Cosgrove – Shackleton BFB
Matt Heasman – Ardath BFB
Melissa Schilling Executive Services Manager Shire of Bruce Rock (Minutes)
Perry Hodgkiss – Bruce Rock VFES

Apologies:

Cr Stephen Strange	Shire President Shire of Bruce Rock
John Flockhart	DOAC
Todd Anderson	Shackleton BFB
Nerea Ugarte, Manager of Governance & Community Services	

3. Minutes from Previous Meeting

Minutes from the meeting held on Friday, 10th March 2023

Moved: Murray Boyd

Seconded: Phillip Negri

4. Business Arising from Previous Meeting

Points taken to DOAC

- Harvest Ban concerns that the new system incurred more Harvest Bans
- Burning Permit concerns if moderate or above. Will continue to be monitored.

5. General Business

- i. Updates to Policy 8.1 Bushfire Brigades and Governance Structure

The meeting discussed the changes and proposed changes to Policy 8.1 Bushfire Brigades and Governance Structure. The CEO gave an overview of the changes which provided further clarity for the BFAC and Council.

The reviewed Policy 8.1 Bushfire Brigades and Governance Structure was supported and recommended for endorsement by Council.

Moved: Phil Negri

Seconded: Trent Cosgrove

ii. Ratification of positions of Chief Bushfire Control Officer and Deputy Chief Bushfire Control Officer

Tony Crooks was nominated for the position of Chief Bushfire Control Officer

Moved: Phil Negri

Seconded: Perry Hodgkiss

Trent Cosgrove was nominated for the position of Deputy Chief Bush Fire Control Officer

Moved: Matt Heasman

Seconded: Murray Boyd

Stephen Dolton was nominated to the position of Fire Control Officer

Moved: Perry Hodgkiss

Seconded: Murray Boyd

Captain of each brigade:

Ardath: Matt Heasman

Babakin: Murray Boyd

Shackleton: Trent Cosgrove

6. Brigade Reports

6.1. Bruce Rock VES

Recent Training Session held:

- 6 more trained members for breathing apparatus.
- Ground controllers' course for aircrafts to guide water bombers where to drop.
- Discussion around training for ground controller for fixed water bombers to land and refill at Bruce Rock Airstrip should it become a refill station in the future.

6.2. Babakin Bush Fire Brigade

- Fire truck has recently been serviced, batteries replaced in line with a 2 yearly schedule.

6.3. Ardath Bush Fire Brigade

- Light tanker has been fully serviced

6.4. Shackleton Bush Fire Brigade

- AGM scheduled for 11 October 2023

6.5. DFES

- Grain harvest ariel support is likely to be available again this year, TBC
- Ground controllers now in Bruce Rock and Narembeen
- Upcoming AFRDS Review
- Weather predictions for upcoming fire season
- Mitigation works around the York, Beverly area

7. Any other business

- Servicing of UHF in private vehicles
- AVL systems in Babakin and Ardath Units are to be replaced in the next week.
- The CEO gave an overview of the New supermarket fire system
- An update was provided on pre fire season requirements for the public including advertising in the Rock Review regarding firebreaks, burning times etc
- Shire to send out SMS regarding Restricted Burning Period dates
- Tony Crooks advised that this was Phillip Negri's last meeting and thanked and acknowledged the excellent work Phillip Negri had provided as DCBFCO over the past 8 years.
- Tony Crooks thanks and congratulated to Trent Cosgrove and Stephen Dolton on their new appointments.

8. Date of Next Meeting

March 2024 TBC

9. Meeting Closed

The Chair, Cr Tony Crooks, thanked everyone for attending and closed the meeting at 4.40pm.



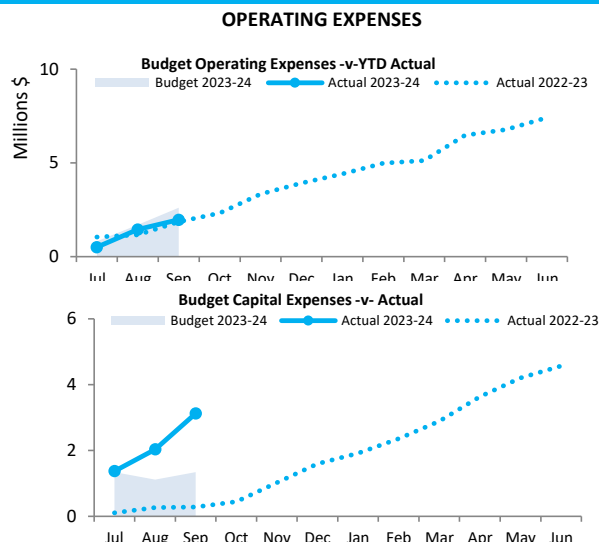
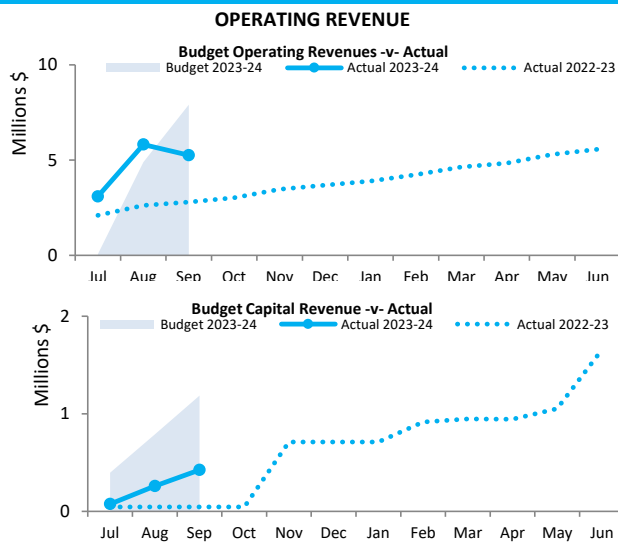
SHIRE OF BRUCE ROCK
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 30 September 2023

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

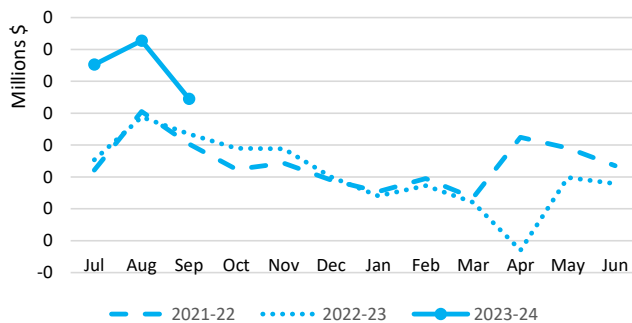
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OPERATING ACTIVITIES



Closing funding surplus / (deficit)



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

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$4.08 M	\$4.08 M	\$4.08 M	(\$0.00 M)
Closing	(\$0.00 M)	\$4.85 M	\$4.68 M	(\$0.17 M)

Refer to Statement of Financial Activity

Cash and cash equivalents				Payables		Receivables		
Amount attributable to operating activities								
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)					
\$0.60 M	\$3.13 M	\$3.38 M	\$0.26 M					
Refer to Statement of Financial Activity								
Rates Revenue			Operating Grants and Contributions			Fees and Charges		
YTD Actual	\$1.81 M	% Variance	YTD Actual	\$2.98 M	% Variance	YTD Actual	\$0.68 M	% Variance
YTD Budget	\$1.85 M	(2.5%)	YTD Budget	\$2.58 M	15.3%	YTD Budget	\$0.04 M	1412.6%
Refer to Statement of Financial Activity			Refer to Note 12 - Operating Grants and Contributions			Refer to Statement of Financial Activity		

Key Investing Activities

Amount attributable to investing activities								
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)					
(\$4.48 M)	(\$2.29 M)	(\$2.71 M)	(\$0.42 M)					
Refer to Statement of Financial Activity								
Proceeds on sale			Asset Acquisition		Capital Grants			
YTD Actual	\$0.00 M	%	YTD Actual	% Spent	YTD Actual	\$0.42 M	% Received	
Adopted Budget	\$0.17 M	(100.0%)	Adopted Budget	\$10.21 M	(70.2%)	Adopted Budget	\$4.95 M	(91.4%)
Refer to Note 6 - Disposal of Assets			Refer to Note 7 - Capital Acquisitions		Refer to Note 7 - Capital Acquisitions			

Key Financing Activities

Amount attributable to financing activities						
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)			
(\$0.21 M)	(\$0.07 M)	(\$0.07 M)	(\$0.00 M)			
Refer to Statement of Financial Activity						
Borrowings		Reserves		Lease Liability		
Principal repayments	\$0.07 M	Reserves balance	\$0.85 M	Principal repayments	\$0.00 M	
Interest expense	\$0.02 M	Interest earned	\$0.00 M	Interest expense	\$0.00 M	
Principal due	\$2.14 M			Principal due	\$0.01 M	
Refer to Note 8 - Borrowings		Refer to Note 10 - Cash Reserves		Refer to Note 9 - Lease Liabilities		

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

KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 30 SEPTEMBER 2023

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

All rates levied under the *Local Government Act 1995*. Includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts and concessions offered. Excludes administration fees, interest on instalments, interest on arrears, service charges and sewerage rates. donations.

REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

FEES AND CHARGES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, and other fees and charges.

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges.

INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates, reimbursements etc.

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

EXPENSES

EMPLOYEE COSTS

All costs associated with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

UTILITIES (GAS, ELECTRICITY, WATER)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets. Excluding Land.

INTEREST EXPENSES

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2023**

BY NATURE OR TYPE

	Ref	Adopted Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Var.
	Note	(a)	(b)	(c)	(c) - (b)	((c) - (b))/(b)	
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	4,083,715	4,083,715	4,083,695	(20)	(0.00%)	
Revenue from operating activities							
Rates		1,828,853	1,828,853	1,782,271	(46,582)	(2.55%)	
Rates (excluding general rate)		25,863	25,863	25,863	0	0.00%	
Operating grants, subsidies and contributions	12	3,748,103	1,576,231	3,205,322	1,629,091	103.35%	▲
Fees and charges		1,789,820	44,650	675,372	630,722	1412.59%	▲
Interest earnings		125,038	25,376	16,776	(8,600)	(33.89%)	▼
Other revenue		32,268	8,067	8,189	122	1.51%	
		7,549,945	3,509,016	5,713,793	2,204,777	62.83%	
Expenditure from operating activities							
Employee costs		(3,377,016)	(825,573)	(806,908)	18,665	2.26%	
Materials and contracts		(2,686,606)	(701,224)	(896,235)	(195,011)	(27.81%)	▼
Utility charges		(283,012)	(68,845)	(57,750)	11,095	16.12%	▲
Depreciation on non-current assets		(3,768,270)	(939,223)	(217,008)	722,215	76.89%	▲
Interest expenses		(98,919)	(24,730)	(18,146)	6,584	26.62%	▲
Insurance expenses		(272,997)	(166,999)	(115,368)	51,631	30.92%	▲
Other expenditure		(228,974)	(63,594)	(3,097)	60,497	95.13%	▲
Loss on disposal of assets	6	(112,201)	(375)	0	375	100.00%	
Loss on revaluation on non current asset		(1,385,000)	0	0	0	0.00%	
		(12,213,995)	(2,790,563)	(2,114,512)	0	676,051	3
Non-cash amounts excluded from operating activities	1(a)	5,265,820	2,408,374	(217,008)	(2,625,382)	(109.01%)	▼
Amount attributable to operating activities		601,770	3,126,827	3,382,273	255,446	8.17%	
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	13	4,946,303	886,475	424,544	(461,931)	(52.11%)	▼
Proceeds from disposal of assets	6	176,500	166,500	0	(166,500)	(100.00%)	▼
Payments for property, plant and equipment and infrastructure	7	(9,601,444)	(3,342,432)	(3,131,603)	210,829	6.31%	
Amount attributable to investing activities		(4,478,641)	(2,289,457)	(2,707,059)	(417,602)	18.24%	
Financing Activities							
Proceeds from new debentures	8	0	0	0	2,100,000	0.00%	
Transfer from reserves	10	50,000	0	0	0	0.00%	
Payments for principal portion of lease liabilities	9	(5,637)	(2,915)	(2,915)	0	0.00%	
Repayment of debentures	8	(117,401)	(66,293)	(66,293)	0	0.00%	
Transfer to reserves	10	(133,806)	(1,228)	(4,778)	(3,550)	(289.06%)	
Amount attributable to financing activities		(206,844)	(70,436)	(73,986)	(3,550)	5.04%	
Closing funding surplus / (deficit)	1(c)	(0)	4,850,649	4,684,864	(165,785)	3.42%	

KEY INFORMATION

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

Refer to Note 14 for an explanation of the reasons for the variance.

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

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 - 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 31 July 2023

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities				
		\$	\$	\$
Adjustments to operating activities				
Add: Loss on asset disposals	6	112,201	84,151	0
Add: Loss on revaluation of non current assets		1,385,000	1,385,000	0
Add: Depreciation on assets		3,768,270	939,223	(217,008)
Total non-cash items excluded from operating activities		5,265,471	2,408,374	(217,008)

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

		Adopted Budget Opening 30 June 2023	Last Year Closing 30 June 2023	Year to Date 30 September 2023
Adjustments to net current assets				
Less: Reserves - restricted cash	10	(927,534)	(843,728)	(365,995)
Less: Other current asset		0	0	0
Add: Borrowings	8	91,216	26,185	92,870
Add: Provisions employee related provisions	11	119,480	119,131	371,809
Add: Lease liabilities	9	5,637	3,014	2,915
Total adjustments to net current assets		(711,201)	(695,398)	101,599

(c) Net current assets used in the Statement of Financial Activity

Current assets				
Cash and cash equivalents	2	1,150,306	6,535,540	5,029,585
Rates receivables	3	0	0	376,161
Receivables	3	175,723	182,723	369,572
Other current assets	4	105,261	105,261	733,774
Less: Current liabilities				
Payables	5			(1,032,888)
Borrowings	8	(91,216)	(26,185)	(92,870)
Contract & Unspent Grant liabilities	11	(1,706,566)	(1,706,566)	(425,347)
Lease liabilities	9	(5,637)	0	(2,915)
Provisions	11	(311,660)	(311,660)	(371,808)
Less: Total adjustments to net current assets	1(b)	(711,201)	(695,398)	101,599
Closing funding surplus / (deficit)		(1,394,990)	4,083,695	4,684,863

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash on Hand		0						
Municipal Fund - Bendigo Bank		23,143						
Municipal Fund - Bankwest		3,591,217						
Trust Fund					10,679			
Petty Cash and Floats		2,200						
Term Deposits		0						
General Reserve Fund			0	0			4.00%	09/2023
Transport Infrastructure Reserve Fund			101,901	101,901			4.00%	11/2023
Sporting Clubs Facility Replacement			214,095	214,095			4.06%	12/04/2024
Supermarket Guarantee Reserve			50,000	50,000			4.10%	8/12/2023
Investment Term Deposit 2		1,047,030	0	1,047,030			3.65%	2/08/2023
Total		4,663,590	365,995	5,040,264	10,679			
Comprising								
Cash and cash equivalents		4,663,590	365,995	5,040,264	10,679			
		4,663,590	365,995	5,040,264	10,679			

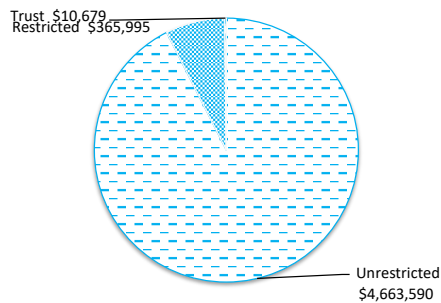
KEY INFORMATION

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

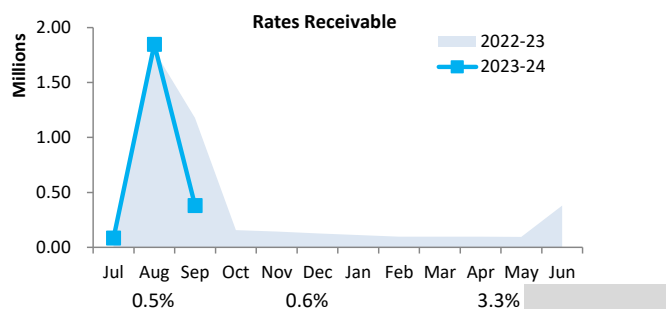
The local government classifies financial assets at amortised cost if both of the following criteria are met:

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

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



Rates receivable	30 Jun 2023	30 Sep 2023
	\$	\$
Opening arrears previous years	0	39,507
Levied this year	1,618,670	0
Less - collections to date	(1,555,393)	346,868
Gross rates collectable	63,277	386,375
Allowance for impairment of rates receivable	(4,898)	(6,197)
Net rates collectable	39,507	380,178
Percentage	(0.9%)	96.5%



Balance per trial balance		
Sundry receivable		263,095
GST receivable		112,252
Allowance for credit losses of trade and other receivables		(5,775)
Total receivables general outstanding		369,572

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.

	Opening Balance 1 July 2023	Asset Increase	Asset Reduction	Closing Balance 30 September 2023
	\$	\$	\$	\$
Other current assets				
Inventory				
Fuel	18,352	21,000		39,352
Cement	4,646		6,918	11,564
Supermarket Groceries	94,288		(6,877)	87,411
Accrued income	8,311		(8,311)	0
Contract assets				
Contract assets	616,490		0	616,490
Contract assets [supermarket construction]	526,000	(526,000)	0	0
Contract assets [Supermarket-other funding]	0	0		0
Total other current assets	1,268,087	(505,000)	(8,270)	754,817

Amounts shown above include GST (where applicable)

KEY INFORMATION

Inventory

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Contract assets

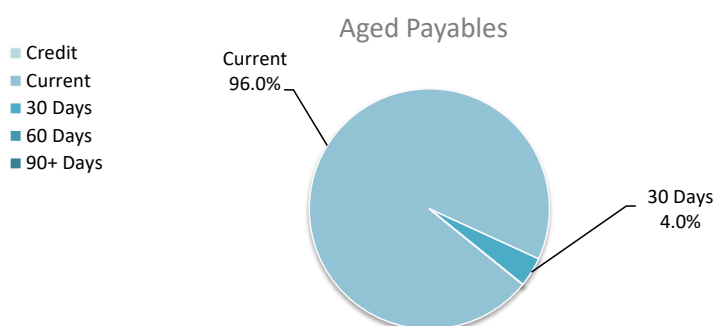
A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	941,953	39,233	0	0	981,186
Percentage	0%	96%	4%	0%	0%	
Balance per trial balance						
Sundry creditors						1,034,769
Accrued salaries and wages						28,762
ATO liabilities						(69,998)
Prepaid Rates						8,069
Total payables general outstanding						1,001,602

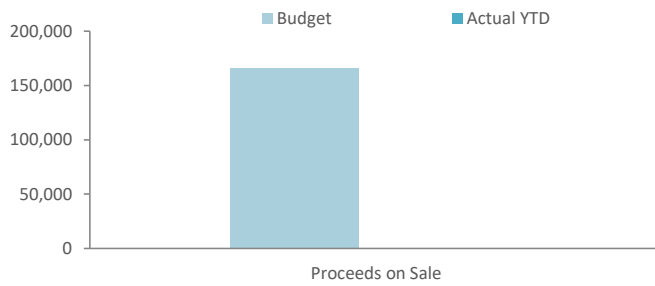
Amounts shown above include GST (where applicable)

KEY INFORMATION

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



Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book		Profit	(Loss)	Net Book		Profit	(Loss)
		Value	Proceeds			Value	Proceeds		
\$	\$	\$	\$	\$	\$	\$	\$		
Transport									
BK041	Mazda CX9 (Doctor)	35,856	35,000		(856)				
BK041	Isuzu D Max (Damian)	25,772	15,000	0	(10,772)				
BK51	Isuzu MUX (Julian)	28,655	25,000	0	(3,655)				
BK062	Isuzu Tip Truck (Construction Crew)- Prim	149,936	60,000	0	(89,936)				
	Patching Truck	0	1,500	0	1,500				
BK062	Volvo Front End Loader	34,982	30,000	0	(4,982)				
		275,201	166,500	0	(108,701)	0	0	0	0



Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land				0
Land - vested in and under the control of Council				0
Buildings	3,859,051	321,588	2,861,347	2,539,759
Buildings - specialised		1,142		(1,142)
Furniture and equipment	144,000	12,000	136,964	124,964
Plant and equipment	811,000	63,583	0	(63,583)
Infrastructure - roads	2,819,787	183,910	17,162	(166,748)
Infrastructure - bridges	444,630	417,130	0	(417,130)
Infrastructure - footpath	130,500	10,875	29,168	18,293
Infrastructure - drainage	96,847	3,904	0	(3,904)
Infrastructure - other	1,518,000	126,500	0	(126,500)
Infrastructure - airstrip	385,000	4,000	0	(4,000)
Infrastructure - carpark	5,500	3,167	0	(3,167)
Payments for Capital Acquisitions	10,214,315	1,147,798	3,044,640	1,896,842
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	4,945,902	1,186,475	424,544	(761,931)
Other (disposals & C/Fwd)	176,500	0	0	0
Cash backed reserves				
Long Service Leave reserve	0	0	0	124,251
Housing reserves	0	0	0	218,530
Council Housing reserve	0	0	0	3,874
Transport Infrastructure reserve	0	0	0	101,901
Hockey Turf Facility Replacement reserve	0	0	0	45,413
Shire Sports Facility Replacement reserve	0	0	0	133,858
Bowls Club SFFR reserve	0	0	0	18,821
Cricket Club SFFR reserve	0	0	0	30,766
Football Club SFFR reserve	0	0	0	12,144
Hockey Club SFFR reserve	0	0	0	37,098
Netball Club SFFR reserve	0	0	0	19,957
Squash Club SFFR reserve	0	0	0	1,528
Tennis Club SFFR reserve	0	0	0	37,087
Shackleton Bowls Club SFFR reserve	0	0	0	11,281
Supermarket Guarantee reserve	(50,000)	0	0	50,000
Plant Replacement reserve	0	0	0	6,774
Capital funding total	6,612,314	1,186,475	424,544	91,352

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.

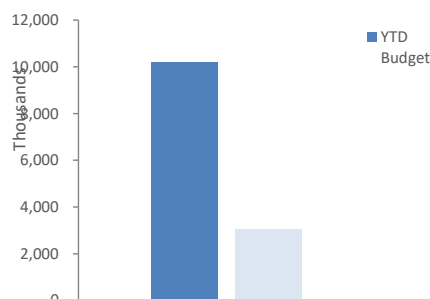
Initial recognition and measurement for assets held at cost

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

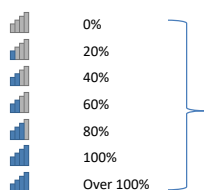
Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

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.

Payments for Capital Acquisitions



Capital expenditure total
Level of completion indicators



Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

Level of completion indicator, please see table at the end of this note for further detail.

Account Description	Adopted			Variance (Under)/Over
	Budget	YTD Budget	YTD Actual	
	\$	\$	\$	\$
Buildings	3,859,051	321,588	2,861,347	2539758.921
10934030 Implementation of Roof anchor points	13,703	1,142	8,491	-1141.9125
J10102 Amphitheatre BBQ Upgrade (Stronger Communities Grant)	12,450	1,038	0	-1037.5
10924030 Remove Existing Evaporative Units (Various properties)	47,100	3,925	0	-3925
J11448 Replace unservicable BBQ at Aquatic Centre	4,598	383	0	-383.1666667
J94401 Re-level house to compensate for excessive settling	43,700	3,642	0	-3641.666667
J11500 Solar Heat Mat- Aquatic Centre	150,000	12,500	0	-12500
J11332 Upgrade main switch board with updated RCDs	6,500	542	0	-541.6666667
113237 Shade structure at Bowling clubs and greens	5,000	417	0	-416.6666667
J11782 Refit Retail Space-46 Johnson St	6,000	500	0	-500
J13107 Split Acs in Backpackers Hut	10,000	833	0	-833.3333333
J13042 Supermarket (Carry forward project)	3,500,000	291,667	2,852,855	
135408 Purchase Retail Space	60,000	5,000	0	
Plant & Equipment	811,000	63,583	0	-63583.33333
J12173 Mazda CX9 (Doctor)	48,000	4,000	0	-4000
J12126 Isuzu D Max (Damian)	38,000	3,167	0	-3166.666667
J12174 Isuzu MUX (Julian)	45,000	3,750	0	-3750
J12142 Isuzu Tip Truck (Construction Crew)- Prime Mover	230,000	19,167	0	-19166.66667
J12175 Patching Truck	190,000	15,833	0	-15833.33333
J12176 Volvo Front End Loader	250,000	20,833	0	-20833.33333
142225 Power Tools and Lazer Levels (Minor Assets)	10,000	833	0	-833.3333333
				0
Furniture & Equipment	144,000	12,000	136,964	-583.3333333
J04221 Attain Compliance System	7,000	583	0	-583.3333333
J11331 Purchase of Gym Equipments	10,000	833	0	-833.3333333
J13047 Supermarket Power connection	65,000	5,417	135,894	130477.3333
J11144 BBQ at Amphitheatre (Carry forward project)	12,000	1,000	0	-1000
J11304 Timekeepers Box (Carry forward project)	15,000	1,250	1,070	-179.89
J04215 Altus Payroll (Carry forward project)	35,000	2,917	0	-2916.666667
Infrastructure Roads	3,269,393	268,283	44,783	-64250
RC045 RC Cumminin Rd & Bruce Rock Naremben Road Intersection (Council F	771,000	64,250	0	-64250
RC203 Gravel Sheeting Program (multiple)	100,000	8,333	0	-8333.333333
Regional Road Group Works (RRG)	612,871	51,073	1,546	-49526.22333
RC050 RC Old Beverley Rd (Regional Road Group)	612,871	1,129	1129.36	
RC002 RC Kellerberrin-Shackleton Rd (Regional Road Group 22-23)		139	139	
RC173 RC Doodlakine-Bruce Rock Rd		278	278	
Roads to Recovery (R2R)			0	
RR163 R2R - Totadgin Road	638,045	53,170	14,069	-39101.05667
WSFN			0	
RC174 Corrigin Rd	85,000	7,083	0	-7083.333333
Airport			0	
RC202 Airstrip Work	385,000	32,083	0	-32083.33333
Carpark			0	
Island and Pram ramp in Johnson St	5,500	458	0	-458.3333333
Drainage			0	
Drainage Works(Cemetery)	46,847	3,904	0	
Drainage Program (Naremben Boundary Rd)	50,000		0	
Bridges - Replace with Culverts			0	
BR038 Erikin North Rd (Bridge no; 5085)	147,000	12,250	0	-12250
BR029 Erikin South Rd (Bridge no; 6033)	267,630	22,303	0	-22302.5
Council Funded Footpaths			0	
FC187 Footpath Construction - Brownley & Leewis)	52,500	4,375	0	-4375
FC137 ReSeal Asphalt (Bath St)	55,000	4,583	29,168	24584.21667
Kerb Replacement			0	
FC161 Kerb Replacement - Teasdale Rd	23,000	1,917	0	-1916.666667
Dams - Community Water Projects			0	
J13612 Update of Town circle and Square Dams	10,000	833	0	-833.3333333
J13612 Update of the Towns Turkey Nest Dam	20,000	1,667	0	-1666.666667
Infrastructure Others	1,518,000	126,500	0	-126500
J11780 BR Playground (Name)	1,500,000	125,000	0	-125000
J11781 Landscaping Shackleton Gazebo	7,000	583	0	-583.3333333
J11241 Main Street Revitalisation	8,000	667	0	-666.6666667
11382060 Upgrade of tourism signage at Caravan Park	3,000	250	0	-250
	9,601,444	1,587,907	3,043,094	2,037,586

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

FINANCING ACTIVITIES
NOTE 8
BORROWINGS

Repayments - borrowings

Information on borrowings Particulars	Loan No.	1 July 2023	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	
Housing										
Loan 3 - Construct House		194,547			0	(26,185)	194,547	168,362	(1,186)	(3,942)
Economic services										
Loan 4 - Reconstruct Supermarket		2,008,784	0	0	(66,293)	(91,216)	1,942,491	1,917,568	(17,665)	(86,734)
Total		2,203,331	0	0	(66,293)	(117,401)	2,137,038	2,085,930	(18,852)	(90,676)
Current borrowings		117,401					-92,870			
Non-current borrowings		2,085,930					2,229,908			
		2,203,331					2,137,038			

All debenture repayments were financed by general purpose revenue.

The Shire has no unspent debenture funds as at 30th June 2022, nor is it expected to have unspent funds as at 30th June 2023.

KEY INFORMATION

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2023**

FINANCING ACTIVITIES

NOTE 9

LEASE LIABILITIES

Movement in carrying amounts

Information on leases Particulars	Lease No.	New Leases			Principal Repayments		Principal Outstanding		Interest Repayments	
		1 July 2023	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Burgess Rawson		5,743	0	0	(2,915)	(2,719)	2,828	3,024		
Burgess Rawson		5,743	0	0	0	(2,719)	5,743	3,024		
Burgess Rawson (Interest)		0	0	0		0	0	0	(199)	0
Total		11,486	0	0	-2,915	-5,438	8,571	6,048	(199)	0
Current lease liabilities		3,014					2,915			
Non-current lease liabilities		-8,571					-8,571			
		<u>-5,557</u>					<u>-5,656</u>			

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is or contains a lease, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

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

Reserve accounts

Reserve name	Opening Balance	Interest Earned & Contribution	Interest Earned & Contribution	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by council									
Long Service Leave reserve	121,795	4,872	1,228	4,872	1,228			126,667	124,251
Housing reserves	214,211	8,568	2,160	8,568	2,160			222,779	218,530
Council Housing reserve	3,874	155	0	155	0			4,029	3,874
Transport Infrastructure reserve	101,901	104,076	0	104,076	0			205,977	101,901
Hockey Turf Facility Replacement reserve	45,413	1,817	0	1,817	0			47,230	45,413
Shire Sports Facility Replacement reserve	131,212	5,248	1,323	5,248	1,323			136,460	133,858
Bowls Club SFFR reserve	18,821	753	0	753	0			19,574	18,821
Cricket Club SFFR reserve	30,766	1,231	0	1,231	0			31,997	30,766
Football Club SFFR reserve	12,144	486	0	486	0			12,630	12,144
Hockey Club SFFR reserve	37,098	1,484	0	1,484	0			38,582	37,098
Netball Club SFFR reserve	19,957	798	0	798	0			20,755	19,957
Squash Club SFFR reserve	1,528	61	0	61	0			1,589	1,528
Tennis Club SFFR reserve	37,087	1,483	0	1,483	0			38,570	37,087
Shackleton Bowls Club SFFR reserve	11,281	458	0	458	0			11,739	11,281
Supermarket Guarantee reserve	50,000	2,050	0	2,050	0	(50,000)		2,050	50,000
Supermarket Reconstruction reserve	0	0	0	0	0			0	0
Plant Replacement reserve	6,640	266	67	266	67			6,906	6,774
	843,728	133,806	4,778	133,806	4,778	(50,000)	0	927,534	853,283

	Note	Opening Balance 1 July 2023	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 30 September 2023
		\$		\$	\$	\$
Other current liabilities						
Other liabilities						
- Contract liabilities		78,911	0		(3,098,626)	(3,019,715)
- Other liabilities [Unspent Grants -FAGS for FY23/24]		0	0			0
Total other liabilities		78,911	0	0	(3,098,626)	(3,019,715)
Total other liabilities						
Total other liabilities		249,425	0		35,078	214,347
Total other liabilities		182,108	0		70,305	111,803
Total other liabilities		431,533	0	0	105,383	326,150
Total other current assets		510,444	0	0	(2,993,243)	(2,693,565)
Amounts shown above include GST (where applicable)						

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 12

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

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

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability	Liability	Current Liability	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	1 July 2023		(As revenue)	30 Sep 2023	30 Sep 2023	\$	\$	\$
Operating grants and subsidies								
General purpose funding								
INC - GPF - WALGGC - Local Roads Grant (FAGS)				0		996,994	747,746	1,009,089
INC - GPF - Grants Commission Grant				0		1,941,862	1,456,397	1,962,331
Law, order, public safety								
INC - Fire Prev - Grants						9,167	6,875	0
INC - BFB - ESL Operating Grant for BFB				0		39,417	29,562	6,143
Transport								
Main Roads Direct Grant				0		445,042	333,781	0
INC - Roads - Streetlights Subsidy from Main Roads				0		5,500	4,125	0
Economic services								
INC - Comm Dev - Grant for Vietnam Veterans (Back to the Bush Reunion)				0		6,417	4,813	0
	0	0	0	0	0	3,444,398	2,583,298	2,977,563

Provider	Capital grant/contribution liabilities					Non operating grants, subsidies and contributions revenue		
	Liability	Increase in	Decrease in	Liability	Current	Adopted	YTD	YTD
	1 July 2023	Liability	Liability	30 Sep 2023	Liability	Budget	Budget	Revenue
	\$	\$	(As revenue)	\$	\$	\$	\$	\$
Non-operating grants and subsidies								
Law, order, public safety								
INC - BFB - ESL Capital Grant for BFB								
Recreation and culture								
Stronger Communities Grant - BBQ at Amphitheatre				0				
INC - Other R&C - Non-Operating Grants GEN(includes LRCIP4)				0		1,242,350		52,630
Transport								
Roads to Recovery Funding				0		635,250		
Regional Road Group Funding				0		471,165		163,432
WA LGGC Special Projects Fundings				0		296,083		133,337
Main Roads Funded Specific Bridges				0		201,327		
Black Spot Funding				0		471,166		
Main Roads Grant				0		445,041		
INC-Grants Dams				0		27,500		
Economic services								
LRCI - Phase 2 & 3 Supermarket				0		560,416		75,145
	0	0	0	0	0	4,350,298	0	424,544

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 2023-24 year is \$5,000 or 10.00% whichever is the greater.

Nature or type	Var. \$	Var. %	Explanation of positive variances		Explanation of negative variances	
			Timing	Permanent	Timing	Permanent
	\$	%				
Revenue from operating activities						
Operating grants, subsidies and contributions	1,629,091	103.35%	▲	Timing		Early receipt of FAGS of \$2.9Mn on 30th June 2023; capital grant invoices raised
Fees and charges	630,722	1412.59%	▲	Timing		Due to supermarket income and few early payments of fees
Interest earnings	(8,600)	(33.89%)	▼		Timing	
Expenditure from operating activities						
Materials and contracts	(195,011)	(27.81%)	▼		Timing	Timing of payables
Utility charges	11,095	16.12%	▲	Timing		Timing of invoices received related to utilities
Depreciation on non-current assets	722,215	76.89%	▲	Timing		Due to infra assets not depreciating automatically, in progress for automation in next quarter
Interest expenses	6,584	26.62%	▲	Timing		
Insurance expenses	51,631	30.92%	▲	Timing		Majority of insurances being paid in the month
Other expenditure	60,497	95.13%	▲	Timing		Timing of expenditure
Non-cash amounts excluded from operating activities	(2,625,382)	(109.01%)	▼		Timing	Adjustments and timing mainly due to depreciation and revaluation
Investing activities						
Proceeds from non-operating grants, subsidies and contributions	(461,931)	(52.11%)	▼		Timing	Timing of receipt of Capital grant funding, yet to receive the ones with acquittals
Proceeds from disposal of assets	(166,500)	(100.00%)	▼		Timing	No disposal has taken place yet

List of Accounts September 2023				
Chq/EFT	Date	Name	Description	Amount
Municipal Account EFTs				
EFT22040	01/09/2023	BDD AUSTRALIA PTY LTD T/A BEGA	SUPERMARKET ORDER	\$1,522.33
EFT22041	01/09/2023	C-STORE DISTRIBUTION	SUPERMARKET ORDER	\$618.92
EFT22042	01/09/2023	COCA-COLA EUROPACIFICPARTNERS AUSTRALIA PTY LIMITED	SUPERMARKET ORDER	\$816.81
EFT22043	01/09/2023	CODY EXPRESS TRANSPORT	SUPERMARKET FREIGHT	\$1,516.04
EFT22044	01/09/2023	COLPET BROWNLEY	MANAGEMENT OF LANDFILL SITE FOR FNE 30/08/2023	\$2,021.04
EFT22045	01/09/2023	DEVLYN AUSTRALIA PTY LTD	SUPERMARKET CONSTRUCTION CLAIM 10 PAYMENT 2 OF 2	\$222,742.87
EFT22046	01/09/2023	EASTWAY FOOD SUPPLIES	SUPERMARKET ORDER	\$2,814.99
EFT22047	01/09/2023	KATIE FUCHSBICHLER	RUBBISH COLLECTION FOR FNE 30/08/2023	\$2,500.00
EFT22048	01/09/2023	MAROK WA PTY LTD	SUPERMARKET ORDER	\$868.69
EFT22049	01/09/2023	MARTINS PRODUCE	SUPERMARKET ORDER	\$2,833.70
EFT22050	01/09/2023	METCASH TRADING LIMITED	SUPERMARKET ORDER	\$9,263.98
EFT22051	01/09/2023	MICHAEL GLAZIER	REIMBURSEMENT OF EXPENSES	\$111.27
EFT22052	01/09/2023	RAMESH RAJAGOPALAN	ELECTED MEMBERS FEES AND EXPENSES CLAIM FOR JULY 2023 TO AUGUST 2023	\$233.00
EFT22053	01/09/2023	REALTY EXECUTIVES	SUPERMARKET LEASE SERVICES	\$11,000.00
EFT22054	01/09/2023	ROYAL FOODS AUST PTY LTD	SUPERMARKET ORDER	\$1,425.61
EFT22055	01/09/2023	SAMANTHA ELIZABETH AURISCH	REIMBURSEMENT OF EXPENSES	\$46.55
EFT22056	01/09/2023	SANDS FRIDGE LINES	SUPERMARKET FREIGHT	\$670.13
EFT22057	01/09/2023	THE RETAIL RESOURCES COMPANY	SUPERMARKET CONSULTANCY SERVICES	\$21,357.05
EFT22058	01/09/2023	DEPARTMENT OF TRANSPORT (DOT CLEARING)	DOT CLEARING 30/08/2023 (EOM TRANSACTION)	\$298.20
EFT22059	04/09/2023	DEPARTMENT OF TRANSPORT (DOT CLEARING)	DOT CLEARING 31/08/2023 (EOM TRANSACTION)	\$3,620.75
EFT22060	05/09/2023	GREAT SOUTHERN FUEL SUPPLIES	FUEL FOR AUGUST 2023	\$892.37
EFT22061	05/09/2023	SHIRE OF BRUCE ROCK - T/AS BRUCE ROCK SUPERMARKET	VARIOUS PURCHASES FOR AUGUST 2023	\$719.51
EFT22062	06/09/2023	WEST AUSTRALIAN NEWSPAPERS LIMITED	NEWSPAPERS FOR WEEK ENDING 27/08/2023	\$263.36
EFT22063	07/09/2023	DEPARTMENT OF TRANSPORT DRIVER AND VEHICLE SERVICES (VI BAL OF REV EOM)	DOT VEHICLE INSPECTION BALANCE OF REVENUE AUGUST 2023 (EOM TRANSACTION)	\$32.35
EFT22064	12/09/2023	3D GYROCKING	REPLACE CEILING AT SHIRE PROPERTY	\$4,800.00
EFT22065	12/09/2023	AUSTRALIA POST	POSTAL CHARGES FOR THE MONTH OF AUGUST 2023	\$554.95
EFT22066	12/09/2023	BAILEYS FERTILISERS	FERTILIZER FOR OVAL	\$7,860.60
EFT22067	12/09/2023	BDD AUSTRALIA PTY LTD T/A BEGA	SUPERMARKET ORDER	\$1,515.49
EFT22068	12/09/2023	BIG DOG EQUIPMENT PTY LTD T/A WA REFUELLING	FUEL BOWSER REPAIR	\$1,844.48
EFT22069	12/09/2023	BK AIR & SERVICES	GAS BOTTLE REPLACEMENTS	\$700.00
EFT22070	12/09/2023	BOC LIMITED	GAS BOTTLE RENTAL AUGUST 2023	\$113.16
EFT22071	12/09/2023	BREEZE PRINTING	BINDING OF COUNCIL MINUTES	\$105.00
EFT22072	12/09/2023	BROWNLEY'S PLUMBING & GAS	PLUMBING WORK AT SHIRE PROPERTIES	\$1,782.55
EFT22073	12/09/2023	BRUCE ROCK DISTRICT CLUB	ROOM HIRE AND CATERING FOR STAFF TRAINING	\$860.00
EFT22074	12/09/2023	BRUCE ROCK ENGINEERING	TYRES FOR BK512 AND BK02	\$1,927.16
EFT22075	12/09/2023	BRUCE ROCK WHEATBELT YOUTH COUNCIL	COMMUNITY GRANT PROGRAM 2023-2024	\$3,496.50
EFT22076	12/09/2023	BUNNINGS MIDLAND W/H	MATERIALS FOR BUILDING MAINTENANCE	\$502.32
EFT22077	12/09/2023	BURGESS RAWSON PTY LTD	WATER USAGE AT LEASED PROPERTY	\$55.06
EFT22078	12/09/2023	C-STORE DISTRIBUTION	SUPERMARKET ORDER	\$587.92
EFT22079	12/09/2023	CDA AIRCONDITIONING & REFRIGERATION	INVERTER REPLACEMENT AT AQUATIC CENTRE	\$4,575.00
EFT22080	12/09/2023	CEMETERIES & CREMATORIA ASSOCIATION OF WA	ANNUAL MEMBERSHIP 2023-24	\$130.00
EFT22081	12/09/2023	CHRIS BRAY ELECTRICS PTY LTD	HOOK UP AND DISCONNECT GENERATOR AT TEMPORARY SUPERMARKET	\$1,342.00
EFT22082	12/09/2023	CODY EXPRESS TRANSPORT	FREIGHT CHARGES	\$165.00
EFT22083	12/09/2023	COPIER SUPPORT	PHOTOCOPIER METER READING	\$877.87
EFT22084	12/09/2023	DAVID GRAY & CO PTY LTD	SUPPLY OF RUBBISH BINS AND ONE ANCHOR MOUNT BASE	\$1,992.54
EFT22085	12/09/2023	DAVID HOLLAND	REIMBURSEMENT OF EXPENSES	\$108.00
EFT22086	12/09/2023	DELNORTH PTY LTD	HAZARD MARKERS FOR VARIOUS ROADS	\$5,045.70
EFT22087	12/09/2023	DEPARTMENT OF MINES AND PETROLEUM	BSL FOR AUGUST 2023	\$56.65
EFT22088	12/09/2023	EASTWAY FOOD SUPPLIES	SUPERMARKET ORDER	\$2,025.90
EFT22089	12/09/2023	ELDERS RURAL SERVICES AUSTRALIA LIMITED	GAS BOTTLE EXCHANGE	\$99.90
EFT22090	12/09/2023	FORTH CONSULTING PTY LTD	SUPERMARKET ENGINEERING PHASE CONSULTANCY SERVICES	\$550.00
EFT22091	12/09/2023	FULTON HOGAN	SUPPLY OF ASPHALT BLACK AND RED	\$4,132.15
EFT22092	12/09/2023	HERSEY'S SAFETY PTY LTD	WORKSHOP CONSUMABLES	\$1,592.84
EFT22093	12/09/2023	IT VISION	CREATE PAYROLL STATE AWARD	\$2,079.00
EFT22094	12/09/2023	JTB - JAPANESE TRUCK & BUS SPARES	PARTS FOR BK1018	\$409.30
EFT22095	12/09/2023	Julian GOLDACRE	REIMBURSEMENT OF EXPENSES	\$1,606.90
EFT22096	12/09/2023	KENNARDS HIRE MIDLAND	COMPACTOR HIRE	\$1,103.00
EFT22097	12/09/2023	LANDGATE	COPY OF TRANSFER DOCUMENT	\$30.50

EFT22098	12/09/2023	LANE INDUSTRIES (AUSTRALIA) PTY LTD	SUPPLY AND INSTALL FURNITURE FOR BRUCE ROCK SUPERMARKET	\$51,959.05
EFT22099	12/09/2023	LIBERTY OIL RURAL PTY LTD	BULK DIESEL	\$39,344.00
EFT22100	12/09/2023	LIVINGSTREAMS MEDICAL SERVICES PTY LTD T/A DR OLUMUYIWA JEGEDE	PRE EMPLOYMENT MEDICAL	\$140.00
EFT22101	12/09/2023	MAROK WA PTY LTD	SUPERMARKET ORDER	\$429.43
EFT22102	12/09/2023	MARTINS PRODUCE	SUPERMARKET ORDER	\$3,808.95
EFT22103	12/09/2023	MCLEODS BARRISTERS & SOLICITORS	SUPERMARKET LEASE REVIEW	\$1,739.15
EFT22104	12/09/2023	MERREDIN TELEPHONE SERVICES	SECURITY MONITORING	\$88.00
EFT22105	12/09/2023	METCASH TRADING LIMITED	SUPERMARKET ORDER	\$5,446.49
EFT22106	12/09/2023	NUTRIEN AG SOLUTIONS	CHEMICALS FOR VERGE SPRAYING AND OVAL	\$14,084.35
EFT22107	12/09/2023	OFFICE OF REGIONAL ARCHITECTURE	SUPERMARKET ARCHITECTURAL SERVICES	\$5,584.58
EFT22108	12/09/2023	OFFICEWORKS BUSINESS DIRECT	STATIONERY ORDER	\$147.34
EFT22109	12/09/2023	OXWORKS TRADING PTY LTD	FENCE PANEL	\$51.50
EFT22110	12/09/2023	QC ULTIMATE CLEAN	CARPET CLEANING AT SHIRE PROPERTY	\$359.70
EFT22111	12/09/2023	R2K CONTRACTING	PARTS FOR BK06 AND BK409	\$605.00
EFT22112	12/09/2023	RICOH AUSTRALIA	PRINTER CARTRIDGE	\$382.80
EFT22113	12/09/2023	RUSSELL TRADING TRUST T/A RUSSELL BUILDING APPROVALS PTY LTD	FINAL INSPECTION FOR CERTIFICATE OF CONSTRUCTION COMPLIANCE AND OCCUPANCY PERMIT FOR BRUCE ROCK SUPERMARKET	\$3,520.00
EFT22114	12/09/2023	SHIRE OF BRUCE ROCK - CREDIT CARD	CREDIT CARD FOR AUGUST 2023, HEALTHENGINE, CARD FEE, INTERNET AND WESTERN POWER APPLICATION	\$1,005.61
EFT22115	12/09/2023	SHRED-X PTY LTD	SECURE DESTRUCTION BIN MONTHLY RENTAL	\$13.00
EFT22116	12/09/2023	SMITH EARTHMOVING	PUSH UP GRAVEL	\$14,234.00
EFT22117	12/09/2023	SOURCE MY PARTS	PARTS FOR BK373	\$513.72
EFT22118	12/09/2023	STIHL SHOP MALAGA	PARTS FOR SMALL PLANT	\$345.00
EFT22119	12/09/2023	SUNNY SIGN COMPANY PTY LTD	SIGNS FOR VARIOUS ROADS	\$2,006.40
EFT22120	12/09/2023	SYNERGY	ELECTRICITY USAGE AT SHIRE PROPERTIES	\$21,929.80
EFT22121	12/09/2023	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES	\$812.28
EFT22122	12/09/2023	TRANSTRUCT	SUPPLY OF CONCRETING MATERIALS	\$3,386.79
EFT22123	12/09/2023	UES INTERNATIONAL PTY LTD	PARTS FOR SMALL PLANT	\$88.97
EFT22124	12/09/2023	WA CONTRACT RANGER SERVICES	RANGER SERVICES	\$627.00
EFT22125	12/09/2023	WA DISTRIBUTORS PTY LTD T/AS ALLWAYS FOODS	CLEANING PRODUCTS	\$1,187.75
EFT22126	12/09/2023	WALLIS COMPUTER SOLUTIONS	IT SUPPORT FOR SUPERMARKET	\$44.00
EFT22127	12/09/2023	WESFARMERS KLEENHEAT GAS PTY LTD	GAS BOTTLE RENTAL	\$46.75
EFT22128	12/09/2023	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	STAFF TRAINING-INDUCT NEWLY ELECTED MEMBERS	\$324.50
EFT22129	12/09/2023	WESTRAC PTY LTD	PARTS FOR BK512	\$6,942.55
EFT22130	12/09/2023	WHEATBELT LIQUID WASTE	SEPTIC PUMP OUT AT SHIRE PROPERTY	\$1,419.00
EFT22131	14/09/2023	AUSTRALIAN GOVERNMENT CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	\$223.35
EFT22132	14/09/2023	SHIRE OF BRUCE ROCK	PAYROLL DEDUCTIONS	\$710.00
EFT22133	15/09/2023	BDD AUSTRALIA PTY LTD T/A BEGA	SUPERMARKET ORDER	\$1,425.99
EFT22134	15/09/2023	C-STORE DISTRIBUTION	SUPERMARKET ORDER	\$555.51
EFT22135	15/09/2023	COLPET BROWNLEY	MANAGEMENT OF LANDFILL SITE FOR FNE 13/09/2023	\$1,263.15
EFT22136	15/09/2023	KATIE FUCHSBICHLER	RUBBISH COLLECTION FOR FNE 13/09/2023	\$2,500.00
EFT22137	15/09/2023	MARTINS PRODUCE	SUPERMARKET ORDER	\$2,519.63
EFT22138	15/09/2023	METCASH TRADING LIMITED	SUPERMARKET ORDER	\$9,472.39
EFT22139	15/09/2023	SANDS FRIDGE LINES	SUPERMARKET FREIGHT	\$723.99
EFT22140	13/09/2023	WEST AUSTRALIAN NEWSPAPERS LIMITED	NEWSPAPERS FOR WEEK ENDING 03/09/2023	\$280.85
EFT22141	20/09/2023	WEST AUSTRALIAN NEWSPAPERS LIMITED	NEWSPAPERS FOR WEEK ENDING 10/09/2023	\$250.57
EFT22142	22/09/2023	AUSTRALIA PACIFIC VALUERS PTY LTD ATF APV UNIT TRUST T/A APV VALUERS AND ASSET MANAGEMENT	ASSETS VALUATION 2023-2024	\$3,402.30
EFT22143	22/09/2023	AVON WASTE	RECYCLING FOR THE MONTH OF AUGUST 2023	\$3,724.82
EFT22144	22/09/2023	BDD AUSTRALIA PTY LTD T/A BEGA	SUPERMARKET ORDER	\$1,659.48
EFT22145	22/09/2023	BGC CEMENT	BULK CEMENT	\$13,186.06
EFT22146	22/09/2023	BOB WADDELL & ASSOCIATES PTY LTD	FINANCIAL CONSULTING	\$3,258.75
EFT22147	22/09/2023	BP MEDICAL	MEDICAL SUPPLIES FOR MED CENTRE	\$257.90
EFT22148	22/09/2023	BRUCE ROCK COMMUNITY RESOURCE CENTRE (INC)	ROCK REVIEW SALES	\$538.00
EFT22149	22/09/2023	BURGESS RAWSON PTY LTD	LEASING PREPARATION FEE	\$1,479.46
EFT22150	22/09/2023	CDA AIRCONDITIONING & REFRIGERATION	AIR CONDITIONER REPLACEMENT AT SHIRE UNITS	\$29,960.00
EFT22151	22/09/2023	CLINICARE PHARMACY BRUCE ROCK	STAFF VACCINATION	\$69.95
EFT22152	22/09/2023	COCA-COLA EUROPACIFICPARTNERS AUSTRALIA PTY LIMITED	SUPERMARKET ORDER	\$735.07
EFT22153	22/09/2023	CODY EXPRESS TRANSPORT	SUPERMARKET FREIGHT	\$1,689.70
EFT22154	22/09/2023	CORPCLOUD PTY LTD	MED CENTRE IT SUPPORT	\$213.93
EFT22155	22/09/2023	CORSIGN WA PTY LTD	GUIDE POSTS	\$4,892.80
EFT22156	22/09/2023	CUTTING EDGES EQUIPMENT PARTS P/L	PARTS FOR BK510	\$1,290.96

EFT22157	22/09/2023	DEPARTMENT OF PLANNING, LANDS AND HERITAGE	REMOVAL OF CROWN GRANT AND AMALGAMATION OF LOT	\$1,587.10
EFT22158	22/09/2023	EASTWAY FOOD SUPPLIES	SUPERMARKET ORDER	\$1,826.05
EFT22159	22/09/2023	ECOSCAPE AUSTRALIA PTY LTD	DESIGN AND LANDSCAPE SERVICES	\$6,868.40
EFT22160	22/09/2023	ELDERS RURAL SERVICES AUSTRALIA LIMITED	GAS BOTTLE REPLACEMENT AND CHEMICAL FOR AQUATIC CENTRE	\$101.85
EFT22161	22/09/2023	ELEC TECH DIESEL SERVICES PTY LTD	SERVICE BK02	\$511.70
EFT22162	22/09/2023	ELECTRICAL HOME-AIDS PTY LTD	VACUUM CLEANERS	\$447.08
EFT22163	22/09/2023	GYM CARE	ANTIBACTERIAL WIPES	\$257.40
EFT22164	22/09/2023	LIVINGSTREAMS MEDICAL SERVICES PTY LTD T/A DR OLUMUYIWA JEGEDE	PRE EMPLOYMENT MEDICAL	\$140.00
EFT22165	22/09/2023	LLEW WITHERS	SHIRE OF BRUCE ROCK PUBLIC HEALTH PLAN	\$3,850.00
EFT22166	22/09/2023	LUKERATIVE PLUMBING, GAS & MAINTENANCE	REPAIRS TO AQUATIC CENTRE HEAT MAT	\$4,636.50
EFT22167	22/09/2023	MAROK WA PTY LTD	SUPERMARKET ORDER	\$440.43
EFT22168	22/09/2023	MARTINS PRODUCE	SUPERMARKET ORDER	\$3,263.63
EFT22169	22/09/2023	MCCALL MOTORS PTY LTD	PARTS FOR BK05,BK6515,BK6338,BK505 AND SMALL PLANT	\$1,705.60
EFT22170	22/09/2023	MERREDIN TELEPHONE SERVICES	INSTALL GYM DOOR SOFTWARE IN NEW COMPUTER	\$386.65
EFT22171	22/09/2023	METCASH TRADING LIMITED	SUPERMARKET ORDER	\$7,408.13
EFT22172	22/09/2023	MHG CONSTRUCTION PTY LTD T/A MATT GILBERT CARPENTRY & MAINTENANCE	CONVERTING PLANTER BOX INTO BENCH SEAT	\$1,200.00
EFT22173	22/09/2023	NAPA	PARTS FOR BK510	\$505.95
EFT22174	22/09/2023	NB HARDWARE & AG SUPPLIES	MATERIALS FOR TOWNSITE MAINTENANCE	\$145.20
EFT22175	22/09/2023	OFFICEWORKS BUSINESS DIRECT	STATIONERY	\$511.60
EFT22176	22/09/2023	PLANWEST	AIRPORT LEASE PLAN	\$968.00
EFT22177	22/09/2023	POWERHOUSE MIDLAND	PARTS FOR SMALL PLANT	\$291.97
EFT22178	22/09/2023	PUREWATER POOL SERVICES	PARTS FOR AQUATIC CENTRE	\$437.80
EFT22179	22/09/2023	R2K CONTRACTING	PARTS FOR DEPOT FUEL SYSTEM	\$12.10
EFT22180	22/09/2023	RESONLINE PTY LTD	ONLINE CARAVAN PARK BOOKING FOR AUGUST 2023	\$220.00
EFT22181	22/09/2023	ROYAL LIFE SAVING	UNIFORMS FOR POOL MANAGER	\$208.80
EFT22182	22/09/2023	SANDS FRIDGE LINES	SUPERMARKET FREIGHT	\$546.61
EFT22183	22/09/2023	STATEWIDE BEARINGS	PARTS FOR BK6515	\$70.27
EFT22184	22/09/2023	SW TAYLOR	TRAFFIC CONTROL PLANNING	\$2,750.00
EFT22185	22/09/2023	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES	\$162.91
EFT22186	22/09/2023	TOOL KIT DEPOT	FULL BODY HARNESS AND BACK PACK	\$986.10
EFT22187	22/09/2023	TRANSTRUCT	CONCRETING MATERIALS AND REPLACEMENT FENCING PANELS	\$2,687.53
EFT22188	22/09/2023	WA DISTRIBUTORS PTY LTD T/AS ALLWAYS FOODS	CLEANING PRODUCTS	\$278.45
EFT22189	22/09/2023	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	LEGAL ADVICE	\$500.00
EFT22190	22/09/2023	WESTRAC PTY LTD	PARTS FOR BK510,BK012,BK409,BK511 AND BK512	\$246.41
EFT22191	22/09/2023	WHEATBELT LIQUID WASTE	SEPTIC PUMP OUT AT SHIRE PROPERTY	\$572.00
EFT22192	22/09/2023	WURTH	MATERIALS FOR WORKSHOP	\$302.06
EFT22193	28/09/2023	AUSTRALIAN GOVERNMENT CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	\$223.35
EFT22194	28/09/2023	SHIRE OF BRUCE ROCK	PAYROLL DEDUCTIONS	\$710.00
EFT22195	29/09/2023	BDD AUSTRALIA PTY LTD T/A BEGA	SUPERMARKET ORDER	\$1,730.19
EFT22196	29/09/2023	CODY EXPRESS TRANSPORT	SUPERMARKET FREIGHT	\$1,593.09
EFT22197	29/09/2023	COLPET BROWNLEY	MANAGEMENT OF LANDFILL SITE FOR FNE 27/09/2023	\$2,021.04
EFT22198	29/09/2023	DARREN MOLLENOYUX	REIMBURSEMENT OF EXPENSES	\$149.00
EFT22199	29/09/2023	EASTWAY FOOD SUPPLIES	SUPERMARKET ORDER	\$2,226.86
EFT22200	29/09/2023	KATIE FUCHSBICHLER	RUBBISH COLLECTION FOR FNE 27/09/2023	\$2,500.00
EFT22201	29/09/2023	MAROK WA PTY LTD	SUPERMARKET ORDER	\$425.58
EFT22202	29/09/2023	MARTINS PRODUCE	SUPERMARKET ORDER	\$4,286.45
EFT22203	29/09/2023	METCASH TRADING LIMITED	SUPERMARKET ORDER	\$14,339.38
EFT22204	29/09/2023	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES	\$615.15
EFT22205	29/09/2023	TELSTRA	TELEPHONE USAGE CHARGES FOR SEPTEMBER 2023	\$1,754.90
EFT22206	29/09/2023	WESTERN POWER	POWER UPGRADE/CONNECTION FOR NEW SUPERMARKET	\$135,894.00
EFT22207	28/09/2023	WEST AUSTRALIAN NEWSPAPERS LIMITED	NEWSPAPERS FOR WEEK ENDING 17/09/2023	\$284.24
Total EFTs				\$827,506.54
Municipal Account Cheques				
134	12/09/2023	WATER CORPORATION	WATER USAGE AT SHIRE PROPERTY	\$47.10
135	13/09/2023	SHIRE OF BRUCE ROCK	PETTY CASH RECOUP AUGUST 2023, PLATE REMAKE	\$46.50
136	22/09/2023	WATER CORPORATION	WATER USAGE AT SHIRE PROPERTIES	\$223.63
137	29/09/2023	WATER CORPORATION	WATER USAGE AT SHIRE PROPERTIES	\$10,493.08
Total Cheques				\$10,810.31
Wages and Salaries				
	13/09/2023	PAYROLL DIRECT DEBIT OF NET PAYS	PAYROLL FORTNIGHT ENDING 13/09/2023	\$80,019.35

	27/09/2023	PAYROLL DIRECT DEBIT OF NET PAYS	PAYROLL FORTNIGHT ENDING 27/09/2023	\$82,024.29
			Total Wages and Salaries	\$162,043.64
Municipal Account Direct Debit				
DD9338.1	13/09/2023	AWARE SUPER PTY LTD	PAYROLL DEDUCTIONS	\$8,494.30
DD9338.2	13/09/2023	MERCER SMARTSUPER	SUPERANNUATION CONTRIBUTIONS	\$368.30
DD9338.3	13/09/2023	HOST PLUS SUPERANNUATION	PAYROLL DEDUCTIONS	\$609.39
DD9338.4	13/09/2023	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	\$381.41
DD9338.5	13/09/2023	THE TRUSTEE FOR AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	\$271.15
DD9338.6	13/09/2023	MACQUARIE SUPER MANAGER II	SUPERANNUATION CONTRIBUTIONS	\$202.51
DD9338.7	13/09/2023	PANORAMA SUPER	SUPERANNUATION CONTRIBUTIONS	\$847.97
DD9338.8	13/09/2023	WEALTH PERSONAL SUPERANNUATION AND PENSION FUND	SUPERANNUATION CONTRIBUTIONS	\$53.46
DD9338.9	13/09/2023	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$2,221.41
DD9360.1	27/09/2023	AWARE SUPER PTY LTD	PAYROLL DEDUCTIONS	\$8,767.13
DD9360.2	27/09/2023	MERCER SMARTSUPER	SUPERANNUATION CONTRIBUTIONS	\$308.61
DD9360.3	27/09/2023	HOST PLUS SUPERANNUATION	PAYROLL DEDUCTIONS	\$608.55
DD9360.4	27/09/2023	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	\$323.62
DD9360.5	27/09/2023	THE TRUSTEE FOR AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	\$269.19
DD9360.6	27/09/2023	EQUIPSUPER	SUPERANNUATION CONTRIBUTIONS	\$121.38
DD9360.7	27/09/2023	MACQUARIE SUPER MANAGER II	SUPERANNUATION CONTRIBUTIONS	\$202.51
DD9360.8	27/09/2023	PANORAMA SUPER	SUPERANNUATION CONTRIBUTIONS	\$847.97
DD9360.9	27/09/2023	WEALTH PERSONAL SUPERANNUATION AND PENSION FUND	SUPERANNUATION CONTRIBUTIONS	\$53.46
DD9338.10	13/09/2023	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$505.76
DD9338.11	13/09/2023	VIRGIN MONEY SUPER	SUPERANNUATION CONTRIBUTIONS	\$214.72
DD9338.12	13/09/2023	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	\$269.14
DD9338.13	13/09/2023	BENDIGO SMART SAVER SUPER	SUPERANNUATION CONTRIBUTIONS	\$390.54
DD9360.10	27/09/2023	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$2,690.04
DD9360.11	27/09/2023	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$527.40
DD9360.12	27/09/2023	VIRGIN MONEY SUPER	SUPERANNUATION CONTRIBUTIONS	\$214.72
DD9360.13	27/09/2023	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	\$267.90
DD9360.14	27/09/2023	BENDIGO SMART SAVER SUPER	SUPERANNUATION CONTRIBUTIONS	\$408.37
			Total Direct Debits	\$30,440.91
Credit Card Payments				
EFT22114	12/09/2023	HEALTHENGINE	HEALTH ENGINE APP, SMS RECALLS & NEW PATIENTS	\$141.90
			HEALTHENGINE TRANSITION TO NEW AGREEMENT	\$25.55
		BENDIGO BANK	CARD FEE	\$4.00
		ACTIVE8ME	INTERNET FOR AUGUST/SEPTEMBER	\$45.40
		WESTNET	INTERNET FOR SEPTEMBER	\$89.95
			INTERNET FOR SEPTEMBER	\$89.95
			INTERNET FOR SEPTEMBER	\$109.95
		WESTERN POWER	APPLICATION FOR QUOTATION FOR EXTRA STREET LIGHT IN ARDATH	\$498.91
			Total Credit Card Payments	\$1,005.61
			Total Municipal Account EFT Payments	\$827,506.54
			Total Municipal Account Cheque Payments	\$10,810.31
			Total Trust Account EFT Payments	\$0.00
			Total Trust Account Cheque Payments	\$0.00
			Total Wages	\$192,484.55
			Total	\$1,030,801.40



SHIRE OF BRUCE ROCK FUEL CARD PAYMENTS SEPTEMBER 2023

Card- 70501560883376410 DOCTOR'S CAR

Date	Description	Location	Qty	Unit Price	Total
01/09/2023	UNLEADED PETROL 91	BRUCE ROCK OPT	36.34	1.9990	72.64
08/09/2023	UNLEADED PETROL 91	BRUCE ROCK OPT	60.32	1.9990	120.58
13/09/2023	UNLEADED PETROL 91	BRUCE ROCK OPT	52.61	2.0190	106.22
15/09/2023	UNLEADED PETROL 91	BRUCE ROCK OPT	34.82	2.0390	71.00
21/09/2023	UNLEADED PETROL 91	BRUCE ROCK OPT	51.04	2.0390	104.07
22/09/2023	UNLEADED PETROL 91	BRUCE ROCK OPT	8.81	2.0590	18.14
29/09/2023	UNLEADED PETROL 91	BRUCE ROCK OPT	60.78	2.0590	125.15
TOTALS FOR THIS CARD			304.72		617.80

CARD: 70501653242845777 BULK UNLEADED FOR DEPOT

01/09/2023	UNLEADED PETROL 91	BRUCE ROCK OPT	101.00	1.9990	201.90
26/09/2023	UNLEADED PETROL 91	BRUCE ROCK OPT	100.00	2.0590	205.90
TOTALS FOR THIS CARD			201.00		407.80
CARD TOTALS					1,025.60

SHIRE OF BRUCE ROCK CREDIT CARD PAYMENTS SEPTEMBER 2023

Date	Name	Description	Amount
03/09/2023	WESTNET	INTERNET FOR SEPTEMBER	289.85
06/09/2023	HEALTHENGINE	HEALTHENGINE FOR SEPTEMBER	25.55
15/09/2023	HEALTHENGINE	HEALTHENGINE FOR SEPTEMBER	215.60
20/09/2023	CROWN PROMENADE	ACCOMMODATION CHARGED IN ERROR CREDITED 08/10/2023	533.50
29/09/2023	BENDIGO BANK	CARD FEE	4.00
TOTAL			1,068.50



Public Health and Wellbeing Plan

2023 - 2027

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Acknowledgement of Country



The Shire of Bruce Rock acknowledges the Ballardong Noongar people as the Traditional Custodians of the land where we live. We pay our respect to Elders past and present.



Introduction



Local Governments are vital in protecting and promoting the health and wellbeing of their residents, and can play a critical role in reducing disease, illness, and injuries. In recognition of this important public function, Part 5 of the Public Health Act 2016 requires Local Governments in Western Australia to develop local public health plans.

This Public Health and Wellbeing Plan outlines the actions that the Shire of Bruce Rock will take between 2023 and 2027 to improve the health and wellbeing of our community.

These actions will build upon a substantial body of work already implemented by the Shire over the years, and will be guided by the State Public Health Plan for Western Australia 2019-2024 (State Plan), as amended.

The State Plan has been developed by the Chief Health Officer of the Western Australian Department of Health, in collaboration with the Mental Health Commission and various Western Australian public health professionals. The State Plan identifies three public health objectives to reduce disease, injury, and premature deaths in Western Australia. These objectives are to empower and enable people to live healthy lives, to provide health protection for the community, and to improve Aboriginal health and wellbeing.

The Shire of Bruce Rock's Public Health and Wellbeing Plan 2023-2027 has been developed over a two-year period, in consultation with the local community and following extensive analysis of health data. This plan will assist Council in taking into consideration the needs of the community when planning for, and working towards achieving, improved public health and wellbeing outcomes.

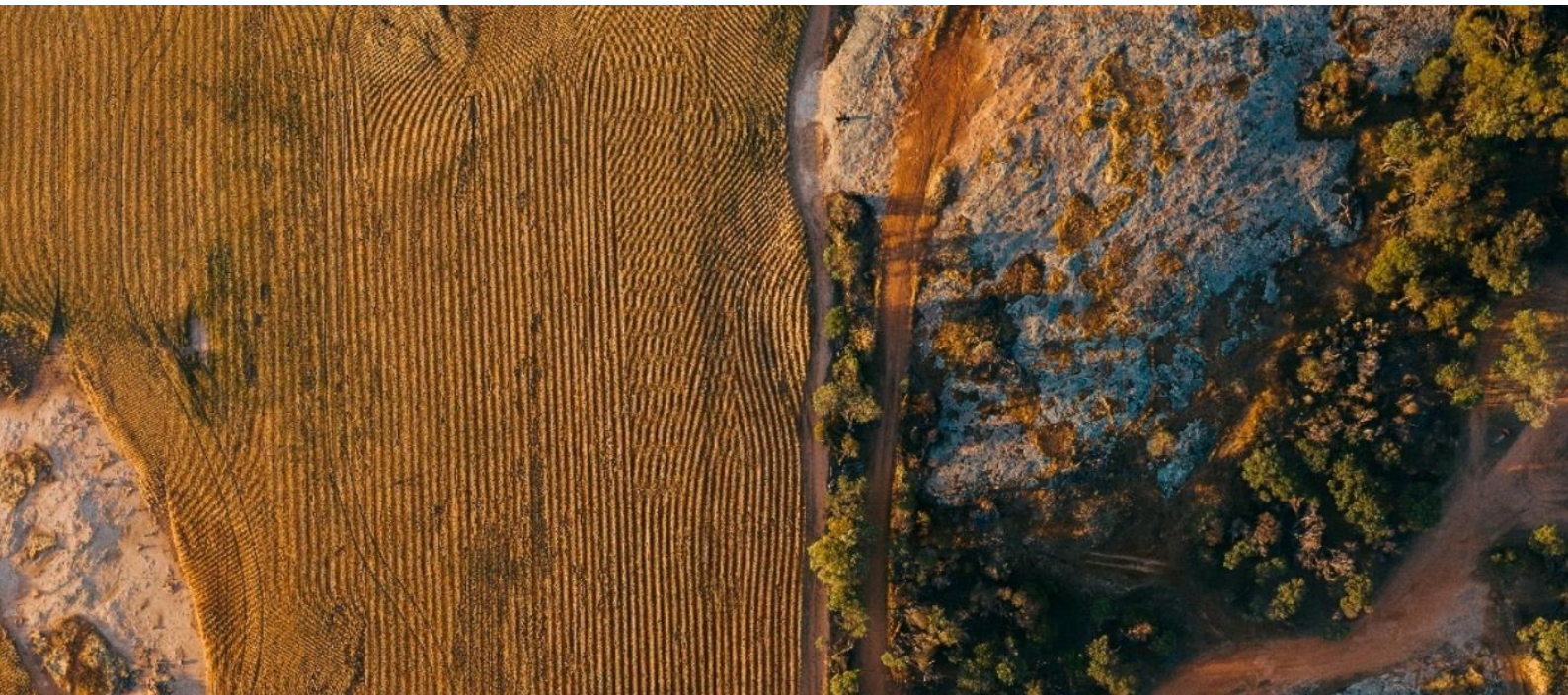
Our Health and Wellbeing History

The Shire of Bruce Rock has a rich history of commitment to the community's health and wellbeing. This includes the development of the historic Memorial Hospital, which was devised and promoted by the former Roads Board Members and the local community. The Memorial Hospital was opened by the Premier, Sir James Mitchell, on the 18th of November 1922. The new hospital facility was subsequently built in 1968. The hospital (which is now open 24 hours a day) was, and remains today, an essential public health service for the local community.

The Bruce Rock Roads Board Chairman, Mr Jack Stewart, is recognised as making a significant contribution to public health by lobbying earnestly to have the townsite of Bruce Rock converted to the use of septic tanks as a preferred effluent disposal system, which eventually replaced the unhygienic cesspools and outhouses used.

Mr Stewart, along with the Roads Board, also promoted and enabled the construction of an ambulance building and an infant health centre.

In recent times, Council's commitment to public health and wellbeing has continued with the construction of the Medical Centre and the new Emergency Services building. Council has also attracted a full-time General Practitioner and Dentist, as well as visiting Allied Health Services to the town of Bruce Rock.



Our Current Health Role

The Shire of Bruce Rock provides a range of funding to support the health and wellbeing of our community through the following services and facilities:

- Infrastructure and property services, including although not limited to, the provision of public facilities, roads, footpaths, drainage, and waste collection and management.
- Environmental health services to:
 - mitigate and manage environmental health risks;
 - ensure water quality, food, and public event safety; and
 - manage public health emergencies, nuisances, and particular animal controls.
- Community services that include the provision of a Medical Centre, and the investment towards the attraction and retention of a local General Practitioner, Dentist and Allied Health professionals.
- Provision of recreation facilities such as parks, sporting fields, golf courses, the Aquatic Centre, the indoor/outdoor playing surfaces, and bowling greens, most of which were built at a central location. Also, recreation facilities in and around the satellite townsites of Shackleton, Ardath and Babakin.
- Building services, and planning and development control, inclusive of inspections, licensing, certification, and educational enforcement, when required and appropriate.
- Administration of facilities, such as the all-weather illuminated aerodrome used by the Royal Flying Doctor Service, cemeteries, and solid and liquid waste disposal sites.
- Administration of Local Government Laws, including the Health and Nuisances Local Laws.
- Administration of Ranger and Emergency Services.

Snapshot of Our Community's Health



In developing the Public Health and Wellbeing Plan 2023-2027, the Shire of Bruce Rock has assessed data on the status of our community's health and wellbeing. Some key points to note in this regard include the following:

- Our children have a higher cognitive development score than the State average.
- Unfortunately, data from 2014-18 shows that there is a higher cancer incidence than State average in our community, including a:
 - 1.5 times higher rate of breast cancer;
 - 1.5 times higher rate of prostate cancer; and
 - 2 times higher rate of lung cancer.
- Between 2015 and 2019, there was a 12.4% increase in female mental health presentations in the 15 to 24 years old age bracket.
- In contrast, between 2015 and 2019, there was a 25% decrease in male mental health presentations in the 15 to 24 years old age bracket.
- 2019 saw a significantly higher rate of hospitalisation of females than the State average for:
 - blood diseases and neoplasms;
 - endocrine and nutritional diseases;
 - injury and poisoning; and
 - musculo-skeletal diseases.
- Similarly, 2019 also saw a significantly higher rate of hospitalisation for males than the State average for:
 - chemotherapy and dialysis;
 - circulatory diseases and neoplasms;
 - digestive diseases; and
 - injury and poisoning.
- Between 2014 and 2018, there was 0% of youth suicides, compared to the State average of 20.4% in males and 8.2% in females.

Community Survey Results

In addition to considering existing health and wellbeing data, the Shire of Bruce Rock commissioned a community survey to inform the development of the Public Health and Wellbeing Plan 2023-27.



CURRENT STATUS

The survey results showed that the two most serious health risks in our community are:

1. the abuse and usage of illicit substances; and
2. tobacco and cigarette smoking.

The survey also showed that the top three most serious mental and social health issues in our community are:

1. anxiety;
2. alcoholism; and
3. depression.

On a positive note, the survey identified that our community's top three volunteering activities are:

1. sporting;
2. public events; and
3. community groups and services.

The sport and recreation facilities we use the most are the:

1. Bruce Rock Aquatic Centre;
2. Bruce Rock Recreation Centre; and
3. Football Oval.



CHANGE FOR THE FUTURE

The community members who participated in the survey stated that the top four desired programs to improve the health of our community are:

1. routine screening for health issues (such as cervical and prostate cancers);
2. programs for seniors and aged care;
3. community events for residents; and
4. programs for teens.

The community also indicated that the top three facilities or resources for good community health are:

1. recreation facilities (such as recreation centres, ovals and gyms);
2. safe roads; and
3. disability access to buildings and recreation activities.

The top three desired programs to help our community be more physically active are:

1. exercise and play equipment in parks that cater for various age groups;
2. public exercise equipment that is free to use; and
3. more hiking, walking and cycle paths, inclusive of maps to show where these are located.

Last, but not least, the survey found that the top three priorities to encourage our community to eat healthy food are:

1. more healthy food options at takeaway and fast-food outlets;
2. healthy food options at sporting and community events; and
3. healthy foods being easier to identify in the shops.

Strategic Community Plan 2022 - 2032

The Public Health and Wellbeing Plan 2023-2027 is strongly linked to the themes of the Shire of Bruce Rock's Strategic Community Plan 2022-2032. The themes are:

1. Infrastructure
2. Economy
3. Community
4. Governance
5. Advocacy
6. Healthy and Wellbeing

Infrastructure	Economy	Community	Governance	Health and Wellbeing
1.3 Shire facilities are maintained in a strategic manner to meet community need	2.1 Assist the local economy to grow	1.1 Our community is engaged and has a healthy lifestyle	4.1 Our organisation is well positioned and has capacity for the future	1.3.1 Demonstrated development of our Sport and Recreation Facilities Plan
2.2 Roads are a key driver across the Shire	2.3 Workers and their families can work and reside in the Shire	2.3.3 Residents can access local early childhood programs and services	4.1.2 Technology reduces delays and improves accuracy of organisational processes	1.1.7 Locals can access GP, primary and allied health services in Bruce Rock
	2.4 Tourism helps diversify our local economy		4.3 Proactive and well governed Shire	3.1 Maintain a high standard of environmental health and waste services



Our Planned Health and Wellbeing Actions

Council will provide leadership to endeavour to improve public health and wellbeing outcomes by:

1. leading the community through advocacy;
2. encouraging and developing partnerships with other Local Governments, State Government health agencies and Non-Governmental Organisations (NGO) to support better health and wellbeing outcomes; and
3. encouraging and promoting healthy lifestyles.

The specific actions to be taken by Council are as follows:

Health and Wellbeing	Recreation Services	Access to Allied Health	Environmental Health
We will advocate for the State Government and encourage all ages to have accessible mental health programs, especially for 15-24 year olds.	We will work with the Wheatbelt Public Health Unit to facilitate services and programs for teens, seniors and aged persons' fitness and wellbeing in our recreation venues.	We will work collaboratively with the State Government and the Wheatbelt Public Health Unit to provide information and education to plan for a COVID safe community.	We will continue to provide an environmental health service to ensure health hazards in the community are prevented or detected for resolution.
We will work with road safety authorities and police to maintain safe roads in our community.	We will endeavour to improve access for disabled persons in the townsite areas.	We will assist in the promotion of participation in screening for prostate, breast and lung cancers.	We will endeavour to work with Food Atlas to assist in encouraging food outlets to prepare healthy and affordable meals.
We will work with the Wheatbelt Public Health Unit to facilitate education to reduce the unsafe consumption of alcohol and drugs in the community.	We will investigate the installation of free fitness infrastructure equipment at various locations.	We will work collaboratively with the State Government, the Wheatbelt Public Health Unit and Allied Health professionals to provide services to the community.	We will continue to monitor public health indicators, and conduct food and water surveillance programs.
We will continue to ensure community safety is a valued feature of our lifestyle, and make the health and wellbeing of our residents a priority.			

From: Bruce Rock Coordinator [<mailto:coordinator@brucerockcrc.com.au>]
Sent: Friday, 22 September 2023 3:06 PM
To: 'admin@brucerock.wa.gov.au' <admin@brucerock.wa.gov.au>
Subject: Amphitheatre

Good Afternoon Rachael,

Just wondering if it is possible to book the Amphitheatre for Sunday 29th October 2023.

The Bruce Rock CRC will be hosting a fun filled family picnic lunch with money secured by the Children's Week Grant.

We have decided to invite the community to enjoy a family "Teddy Bears" picnic, where we will run fun activities and also provide fresh fruit and vegetables and bottled water as part of the guidelines of the theme this year.

We would also like to offer an opportunity for the Shire's involvement on this day by extending an invite to all your staff and to ask for the possibility of the hire fee to be waived.

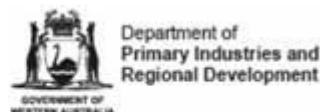
I apologise for the late notice as I have only just been informed of our success.

Kind Regards,

Rochelle Guest

Coordinator

Ph: (08) 9061 1687
Fax: (08) 9061 1704
40-42 Johnson Street
BRUCE ROCK WA 6418
coordinator@brucerockcrc.com.au
www.brucerockcrc.com.au
www.facebook.com/brucerockcrc



Fire and Emergency Services

Policy Name:	8.1 Bushfire Brigades and Governance Structure
Department:	Fire and Emergency Services
Date Adopted:	19 July 2018
Last Reviewed:	28 September 2023

Preamble Policy relating to Bushfire Control Officers

Objective To specify which Council Staff, Councillors and Community Representatives are able to carry out specific actions in relation to the Bush Fires Act 1954.

Policy **Annual Meeting of Bush Fire Brigades**

- a) The Bush Fire Advisory Committee (“BFAC”) is to meet in September and March each year.
- b) Individual Brigades are encouraged to hold their AGM’s prior to the September meeting.
- c) The Shire Bush Fire Advisory Committee shall undertake the following tasks at their two (2) Annual Advisory Meetings in March and September of each year as follows;
 - (i) Fire Control Officer appointments & recommendation - September
 - (ii) Firebreak Order Review and recommendation - March
 - (iii) Capital Equipment/Vehicle Replacement Budget (ESL) Planning and recommendation - March
 - (iv) Burning Permits Policy and Prohibited and Restricted Burning periods review and recommendation – March and September
 - (v) Harvest Ban Policy – March and September
 - (vi) Bushfire Brigades and Governance Structure Policy Review and recommend to the Council for consideration – March or September
 - (vii) Other Business – not included above and of a substantive nature – March or September

It should be noted that all business considered at a Bushfire Advisory Meeting is presented to the Council with recommendations for Council consideration and/or adoption.

Appointment

In accordance with provisions of the Bush Fire Act 1954 (as amended) Council shall appoint required Fire Control Officers, including the positions of Chief Bush Fire Control Officer and Deputy Chief Bush Fire Control Officer. The adopted procedure for these appointments will be as follows;

- a) The Shire appointed Bush Fire Advisory Committee shall at their September Annual Advisory Meeting consider and recommend to Council the appointment of required Fire Control Officers including the Chief Bushfire Control Officer and the Deputy Chief Bushfire Control Officer.

Bushfire Control Officers

- a) The appointment of the Chief Bush Fire Control Officer and Deputy Chief Bushfire Control Officer should be for a two year period to align with Local Government Elections held every second October. Eg 2023, 2025

To be eligible to be a Chief Bushfire Control Officer or Deputy Chief Bushfire Control Officer, the officer must;

- (i) Must be a member of a Shire of Bruce Rock Brigade
 - (ii) Must be a member of the Bush Fire Advisory Committee
 - (iii) Experienced in firefighting operations within the Shire of Bruce Rock
 - (iv) Minimum of 8 years firefighting experience
 - (v) Completed Introduction to Fire Fighting, and Bush Fire fighting training
 - (vi) Knowledge of the Bush Fires Act 1954 & Bush Fires Regulations 1954
 - (vii) If not already completed, must complete the Fire Control Officers Course within 12 months of appointment
- b) Fire Control Officers for the Shire of Bruce Rock should be a minimum of;
- Chief Bush Control Fire Officer
 - Deputy Chief Bush Fire Control Officer
 - Captains of the brigades or their representatives
 - The Chief Executive Officer and Manager of Governance & Community Services (for weather reading & management of burning permits)
 - any other person officially designated by the Bush Fire Advisory Committee

Officers Responsible for Weather Readings

- a) Officers responsible for undertaking weather readings are the
- (CEO) Chief Executive Officer
 - (MGCS) Manager of Governance & Community Services
 - (MOWS) Manager of Works & Services
- b) If the CEO, MGCS or MOWS are unable to perform the reading on any given day they may delegate this duty to a Bushfire Control Officer or other Shire administration staff **only after consultation with the Chief Bushfire Control Officer.**
- c) Weather readings must be carried out in accordance with **Policy 8.2 Harvest Bans.**

Officers Responsible for Issuing Burning Permits

All burning permits are to be processed and issued in line with Council Policy 8.3 Fire Permit Procedures.

- a) Officers responsible for the issuing of Burning Permits in accordance with Policy 8.3 are;
- Chief Bush Fire Control Officer
 - Deputy Chief Bush Fire Control Officer
- b) Officers responsible for the administration of Burning Permits in accordance with Policy 8.3 are;
- Chief Executive Officer
 - Manager of Governance & Community Services

Training

- a) The CBFCO, DCBFCO and all other Fire Control Officers must as a minimum complete the DFES FCO's course within the first 12 months of being appointed and complete a refresher every 10 years.
- b) The CBFCO, DCBFCO and all other Fire Control Officers and volunteers must also complete the LGIS Volunteer BFB Induction training within three months of being appointed.
- c) The individual brigades are to encourage members to receive training in accordance with DFES' recommended training pathways. Local Brigade Captains are responsible for ensuring their members are trained to a reasonable level.

If requested, the MGCS can provide assistance in organising local training with the DFES Area Manager.

Entering the Fire Ground

- a) Anyone attending the scene of a bush fire incident within the Shire of Bruce Rock must register with the Chief Bush Fire Control Officer on scene. Failure to register at the fire ground may mean the volunteer is not covered by Bush fire insurance. All Bush fire Control Officers and Brigade Captains are asked to check if volunteers at a fire ground have registered their attendance.
- b) Shire staff are not to operate any Shire plant on the fire ground unless;
 - (i) Appropriate Fire Ground Plant Operations training is completed
 - (ii) A request has been received from the CBFCO or DCBFCO and;
 - (iii) This has been approved by the CEO, MOWS or MGCS

Head of Power

Bush Fires Act 1954 (as amended)

Policy Name:**6.5** Lease of Community Crop**Department:**

Community Facilities

Date Adopted:

21 September 2023

Last Reviewed:**PREAMBLE**

Policy providing the guidelines and process to be followed relating to the Lease of the Community Crop.

OBJECTIVE

For Council and Officers to have the required guidance and direction to make informed decisions when deciding on the awarding of the Lease of the Community Crop.

POLICY

Council leases the cropping rights to the Community Crop located on the land immediately surrounding the Bruce Rock Airstrip. The intention of this is to assist local community and sporting groups to raise funds for their activities and thus provide benefit to the wider community.

The following relates to the Community Crop Lease and the conditions which must be considered when awarding it:

1. The Lease will be offered by Expression of Interest (EOI) six months prior to the expiry date of the previous Lease.
2. EOIs will only be considered from Bruce Rock Sporting Clubs and/or Community Groups.
3. The Lease will be offered for three years' duration.
4. The Expression of Interest should also contain the following:
 - a) A cropping plan for the duration of Lease.
 - b) An indication of what the proceeds from the sale of the Crop will be used for. (N.B. This must be of benefit to the Shire, either through the direct investment in the community group or club, or towards activities of wider benefit to the Bruce Rock community. If it is the former, then the EOI should be specific about what the Club of Community Group intends to use the proceeds for).
5. The Club/Group which holds the existing Lease may submit an EOI to continue/extend, but if there is at least one other eligible EOI, then an extension will not be granted. The aim of the Community Crop Lease is to spread the benefit around the community and engage different Clubs/Groups where possible.
6. Consideration will be given to the prior knowledge and expertise of the applicants, evidenced by the thoroughness of their EOI. This will be explained to all applicants when the EOI process is announced/advertised.
7. Periodic inspection of the Community Crop land may be undertaken by Shire staff to ensure that the requirements of the Lease are being fulfilled. Measures up to and including termination of the Lease could result if activities are not deemed to be sufficient to meet the Lease conditions.

8. At the cessation of the Lease the land must be clear of all (summer) weeds.
9. All soil tests, crop rotations and chemical records must be provided to the Shire when requested.

HEAD OF POWER

Nil

AGREEMENT TO LEASE RURAL PROPERTY

THIS AGREEMENT IS MADE THE (day) OF (month) 2023

1. LESSOR

FULL NAME: Shire of Bruce Rock ("Lessor")
ADDRESS: 54 Johnson St, BRUCE ROCK, WA 6418
ABN: 22 148 096 754
TELEPHONE: (08) 9061 1377

2. LESSEE

FULL NAME: ("Lessee")
ADDRESS:
ABN:
TELEPHONE:

3. THE PROPERTY

The property at Reserve 17266, Location No 19655 where the Bruce Rock airfield is located, excluding the following:

- a) the airstrip runway and taxiway;
- b) the unsealed shoulders of the airstrip runway or taxiway;
- c) the airstrip apron;
- d) any sheds, buildings, lighting or fittings that are part of the airstrip.

4. LEASE FEE

The annual lease fee shall be \$0.00 + GST.

5. TERM OF LEASE

The term of the lease shall be for three years from the commencement date and shall be advertised six months prior to end date as per Council Policy, allowing all sporting and community groups opportunity to apply every three years, unless terminated under Clause 24.a).

6. COMMENCEMENT DATE

1st February 2024

7. END OF LEASE

Final termination date of 31st January 2027

8. CROPPING

The lessor agrees to allow the Lessee the following area of the Property to be cropped:

- a.) The full area of the property may be planted to cereals, Canola or Lupins
- b.) If less than the above is planted, the remaining area can be left as fallow.
- c.) The Lessee cannot use the property for any use other than as set out in this clause 8.
- d.) Within the three year period of the lease, there must be one break crop

9. RESTRICTIONS TO LEASED AREA

- a) The lessee must at no time drive or park equipment on the airstrip runway, taxiway or apron.
- b) No persons are to enter structures or have a vehicle obstructing access to any structures at anytime.

10. FERTILISER

- a) Soil testing to be undertaken in first year with GPS locations recorded
- b) Results must be provided to the shire
- c) Lime – 1 tonne – spread once per term (within the three year period)
- d) Fertiliser to be managed effectively

11. SPRAY TOPPING

All costs of spray topping to be borne by the Lessee, with the Lessee to use their best endeavours applying herbicide to minimise seed set.

12. HERBICIDES

The Lessee agrees to provide the Lessor with records of all herbicide applications during the currency of the lease.

13. PASTURES

The Lessee must maintain the pastures on the cropped area to the same state or better as at the commencement of the lease (if the area is not in crop).

14. FIREBREAKS

Firebreaks shall be maintained in accordance with practices approved by the Lessor, with regards to the specifications issued by the Shire of Bruce Rock and the local Fire Control Officer (as gazetted). This shall be at the cost of the Lessee.

15. RATES AND TAXES

Local government and water rates shall be paid by the Lessor.

The Lessee must reimburse the Lessor for water used for spraying and other consumption charges.

16. INSURANCE

Crop insurance shall be the responsibility of the lessee.

17. EXCESS WATER , ELECTRICITY AND SERVICE CHARGES

Excess water, electricity usage and service charges incurred during the currency of the lease shall be borne by the Lessee.

18. MAINTENANCE OF CLEARING AND ERADICATION OF VERMIN

- a) The Lessee shall keep clean and free from seedlings and undergrowth all such parts of the Property in full production and shall generally manage the Property so as to keep the same at least up to its present value as at the commencement of the Lease
- b) The Lessee also agrees to take all necessary measures to exterminate rabbits and other vermin and to prevent the spread or infestation of noxious weeds on the land taking into consideration the condition of the Property as at the commencement of the Lease.

19. MAINTENANCE OF PROPERTY

The Lessee shall at all times maintain the Property in at least the same condition as existing on the date of the commencement of the Lease except in respect of fair wear and tear, and shall farm the Property in a manner consistent with the best farm management practices.

20. BUILDINGS

The Lessee will not have use of the sheds and buildings situated on the property.

21. ACCESS TO PREMISES

The Lessee shall permit the Lessor or their agents, consultants or contractors to have access to the Property at all reasonable times.

22. ASSIGNMENT AND SUBLETTING

The Lessee shall not assign, mortgage, charge or dispose of the property in any other way.

23. EARLY TERMINATION OF LEASE

The Lessor reserves the right to terminate the lease prior to the End date in the following circumstances:

- a) By providing written notice three months prior to the first, second, third or fourth anniversary of the commencement date.
- b) in the case of an unrectified breach of the lease conditions, with one month's written notice.
- c) By mutual consent between the Lessee and the Lessor, as evidenced by an exchange of letters.

24. BREACH OF LEASE CONDITIONS

In the event of a breach of any of the conditions of the lease, the Lessor will provide written notice to the Lessee requiring the breach be rectified within 2 (TWO) weeks.

If the breach is not rectified within this timeframe, the Lessor has the right to terminate the lease under Clause 24.b).

SIGNED

Lessor

Signed _____

Name:

For and on behalf of:

Date:

Lessor

Signed _____

Name:

For and on behalf of:

Date:

Lessee

Signed _____

Name:

For and on behalf of:

Date:

Lessee

Signed _____

Name:

For and on behalf of:

Date: