Shire of Bruce Rock

Where friends become family

Agenda

Ordinary Meeting of Council

To be held in Council Chambers

54 Johnson Street, Bruce Rock

Thursday 24 September 2026

Commencing from 3.00pm

Notice of Ordinary Meeting of Council

Dear President and Councillors,

The next Ordinary Meeting of Council will be held on Thursday 24 September 2026, **commencing from 3.00pm** in Council Chambers, at 54 Johnson Street, Bruce Rock.

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

Melissa Haythornthwaite
ACTING CHIEF EXECUTIVE OFFICER

DISCLAIMER

PLEASE READ THE FOLLOWING IMPORTANT DISCLAIMER BEFORE PROCEEDING:

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

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

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

Our Values
Respect, Inclusiveness, Fairness and Equality and Communication

SHIRE OF BRUCE ROCK

AGENDA – ORDINARY MEETING 24 SEPTEMBER 2026

SHIRE OF BRUCE ROCK

AGENDA – ORDINARY MEETING 24 SEPTEMBER 2026

1. **Declaration of Opening**

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

3. **Declarations of Interest**
   In accordance with section 5.65 of the Local Government Act 1995, the following disclosures of **Financial (Both Direct and Indirect)** 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 Associated 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**
   Nil

5. **Public Question Time**

6. **Petitions/Deputations/Presentations/Submissions**

7. **Applications for Leave of Absence**

8. Announcements by the Person Presiding without Discussion

9. Confirmation of Minutes

OFFICERS' RECOMMENDATION **That the minutes of the Ordinary Council Meeting held on 20 August 2026 be confirmed as an accurate record of the proceedings.**

10. Matters for Decision

10.1 Executive Manager Technical Services

See Confidential Item 12.3 – RFT 4.2026.27 – 2026/27 Bitumen Sealing Various Roads.

10.2 Deputy Chief Executive Officer

10.2.1 Amendment to Lease Term – Unit 1/102-104 Butcher Street Bruce Rock

File Reference	2.4.1.5 – Factory Units Council Owned Properties
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Mr Simon Campbell – Bruce Rock Licensed Post Office (BK LPO)
Previous Item Numbers	Nil
Date	14 September 2026
Author	Melissa Haythornthwaite – Acting Chief Executive Officer
Authorising Officer	Melissa Haythornthwaite – Acting Chief Executive Officer
Attachments 1. Amended Tenancy Agreement – Factory Unit 1/102-104 Butcher Street, Bruce Rock (Under Separate Cover) 2. Council Resolution OCM September 25 – 12.1 (Confidential – Under Separate Cover)	

Summary

Council is requested to approve an amendment to the tenancy agreement for Unit 1/102–104 Butcher Street (also known as Unit 1/9 Swan Street), Bruce Rock, to correct an administrative error in the lease term and ensure the agreement accurately reflects Council's resolution of September 2025. Council approval is also sought to affix the Shire's Common Seal and re-execute the amended agreement.

Background

At its Ordinary Council Meeting held on 18 September 2025, Council considered a request from BK LPO (Mr Simon Campbell) to lease Unit 1/102–104 Butcher Street, Bruce Rock. Council resolved to approve the lease for a term of three (3) years.

A tenancy agreement was subsequently prepared with a commencement date of 1 November 2025. A review of the agreement has identified an administrative drafting error in clause 9.4, which states that the lease is to continue on a monthly tenancy basis. This is inconsistent with Council's September 2025 resolution, which expressly approved a three (3) year lease term.

It is proposed that clause 9.4 be amended to accurately reflect the term previously approved by Council, being a fixed term of three (3) years commencing on 1 November 2025 and expiring on 31 October 2028. No other terms or conditions of the tenancy agreement are proposed to be amended.

Consultation

Consultation has been undertaken with the Executive Manager Corporate Services and Property Maintenance and Assets Coordinator.

Statutory Environment

Local Government Act 1995 (WA), section 9.49A – Execution of documents. Section 9.49A provides that the Common Seal of a local government is not to be affixed to a document except as authorised by the local government, and is to be affixed in the presence of the President and Chief Executive Officer.

Policy Implications

Council Policy 2.7 – Affixing the Common Seal applies. The policy identifies leases as documents relating to land matters requiring the Common Seal. Council approval for use of the Common Seal is valid for one calendar month only.

Financial Implications

There are no financial implications arising from the proposed amendment. The amendment relates only to the lease term and does not alter the rental amount or any other financial provisions of the tenancy agreement.

Strategic Implications

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

Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Lease document inconsistent with Council resolution.	Unlikely (2)	Minor (2)	Low (4)	Compliance / Governance	Amend clause 9.4 to reflect Council's approved three (3) year lease term and re-execute the agreement.

Risk Matrix

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

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

Comment/Conclusion

The monthly tenancy wording contained in clause 9.4 of the tenancy agreement is inconsistent with Council's September 2025 resolution approving a three (3) year lease term. The discrepancy is an administrative drafting error and does not reflect a subsequent change to Council's decision.

It is recommended that Council approve the amendment of clause 9.4 only, to provide for a fixed three (3) year term from 1 November 2025 to 31 October 2028, and authorise the Shire's Common Seal to be affixed to the amended agreement and the agreement to be re-executed.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION

That Council:

1. **Acknowledges that Resolution OCM September 25 – 12.1 approved a lease term of three (3) years for Unit 1/102–104 Butcher Street, Bruce Rock to BK LPO (Mr Simon Campbell);**
2. **Acknowledges that clause 9.4 of the tenancy agreement incorrectly provides for a monthly tenancy as a result of an administrative drafting error;**
3. **Approves the amendment of clause 9.4 of the tenancy agreement to read: "The Lease shall be for a fixed term of three (3) years commencing on 1 November 2025 and expiring on 31 October 2028."; and**
4. **Authorises the Common Seal of the Shire of Bruce Rock to be affixed to the amended tenancy agreement and authorises the agreement to be re-executed by the parties.**

10.3 Executive Manager Corporate Services

10.3.1 Schedule of Accounts Paid – August 2026

File Reference	1.0053
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	16 September 2026
Author	Mike Darby – Executive Manager Corporate Services
Authorising Officer	Melissa Haythornthwaite – Acting Chief Executive Officer
Attachments 1. Schedule of Accounts Paid – August 2026	

Summary

Council is requested to note the payments as presented in the Schedule of Accounts Paid for August 2026.

Background

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

Consultation

Consultation has been undertaken with the Senior Finance Officer, Finance Officer (Creditors).

Statutory Environment

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

Policy Implications

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

Financial Implications

All expenditure has been approved via adoption of the 2026/27 Annual Budget, Annual Budget Review, or resulting from a Council resolution.

Strategic Implications

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

Risk Implications

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

Risk Matrix

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

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

Comment/Conclusion

The Schedule of Accounts Paid for August 2026 is presented to Council for notation.

Below is a summary of activity:

As at 31 August 2026		
Payment Type	$	%
Municipal Account Cheque	$387.06	0.05%
Municipal Account EFT (incl. Payroll)	$805,279.23	95.38%
Total Trust Account EFT	$0.00	0.00%
Total Trust Account Cheque	$0.00	0.00%
Direct Debits	$36,181.11	4.29%
Credit Cards	$1,320.54	0.16%
Fuel Cards	$1,088.68	0.13%
Total Payments	$844,256.62	100.00%

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION

That with respect to the Schedule of Accounts Paid for August 2026, Council note the Report as presented.

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ATTACHMENT 1

Serial No	Chq/EFT	Date	Name	Description	Amount	Legend
				Schedule of Accounts Paid August 2026		
	Municipal Account Cheques					
1	71	21/08/2026	WATER CORPORATION	SERVICE CHARGE & WATER USAGE AT SHIRE PROPERTIES	$387.06	
				Total Cheques	**$387.06**	
	Municipal Account EFTs (incl. Payroll)					
2	EFT26082	03/08/2026	DEPARTMENT OF TRANSPORT (DOT CLEARING)	DOT CLEARING 30/07/2026 (EOM TRANSACTION)	$20,254.10	R
3	EFT26084	04/08/2026	DEPARTMENT OF TRANSPORT (DOT CLEARING)	DOT CLEARING 31/07/2026 (EOM TRANSACTION)	$1,195.25	R
4	EFT26085	05/08/2026	BITUMEN DISTRIBUTORS PTY LTD	SUPPLY & DELIVER CRS EMULSION	$15,312.00	
5	EFT26086	05/08/2026	BOB WADDELL & ASSOCIATES PTY LTD	FINANCIAL CONSULTING	$2,772.00	
6	EFT26087	05/08/2026	BRUCE ROCK DISTRICT CLUB	REFRESHMENTS FOR DEPOT BBQ	$163.00	
7	EFT26088	05/08/2026	BURGESS RAWSON PTY LTD	WATER USAGE AT LEASED PROPERTIES	$639.45	
8	EFT26089	05/08/2026	CAMERON GEORGE T/AS CJRG CONTRACTING	HIRE OF EXCAVATOR	$360.00	
9	EFT26090	05/08/2026	COPIER SUPPORT	PHOTOCOPIER METER READING JULY 2026	$1,492.00	
10	EFT26091	05/08/2026	FILTERS PLUS WA	PARTS FOR BK6855	$403.04	
11	EFT26092	05/08/2026	GREAT SOUTHERN FUEL SUPPLIES	FUEL FOR JULY 2026	$869.79	
12	EFT26093	05/08/2026	IT VISION SOFTWARE PTY LTD (TRADING AS READYTECH)	ANNUAL SUBSCRIPTION FOR ALTUS PAYROLL & FINAL PAYMENT FOR DEFINITIV	$35,561.90	
13	EFT26094	05/08/2026	JTB - JAPANESE TRUCK & BUS SPARES	PARTS FOR BK377	$200.40	R
14	EFT26095	05/08/2026	LANDGATE	RURAL UV INTERIM VALUATION	$49.80	
15	EFT26096	05/08/2026	LGIS INSURANCE BROKING	MEDICAL MALPRACTICE LIABILITY INSURANCE, SALARY CONTINUANCE INSURANCE AND MARINE CARGO INSURANCE RENEWALS 2026-2027	$6,044.44	
16	EFT26097	05/08/2026	LIBERTY OIL RURAL PTY LTD	BLOWER OIL FOR BK409 & BULK DIESEL	$44,266.58	
17	EFT26098	05/08/2026	LUKERATIVE PLUMBING, GAS & MAINTENANCE	PLUMBING WORKS AT SHIRE PROPERTIES	$3,729.00	
18	EFT26099	05/08/2026	MERREDIN TELEPHONE SERVICES	GYM CARDS	$122.10	
19	EFT26100	05/08/2026	NAPA	PARTS FOR BK9666 & BK1018, COOLANT FOR BK05, AND WORKSHOP CONSUMABLES	$382.40	
20	EFT26101	05/08/2026	OFFICEWORKS BUSINESS DIRECT	STATIONERY ORDERS	$126.90	
21	EFT26102	05/08/2026	RAMESH RAJAGOPALAN	ELECTED MEMBERS FEES & EXPENSES CLAIM	$15,526.00	
22	EFT26103	05/08/2026	SULLIVAN LOGISTICS PTY LTD	FREIGHT CHARGES	$316.33	
23	EFT26104	05/08/2026	SYNERGY	ELECTRICITY USAGE AT SHIRE PROPERTIES	$13,479.63	PR
24	EFT26105	05/08/2026	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES	$421.01	
25	EFT26106	05/08/2026	TRANSTRUCT	PARTS FOR BK9269	$7.35	
26	EFT26107	05/08/2026	TWO DOGS MITRE 10	PLANTS AND MATERIALS FOR GARDEN MAINTENANCE & PAINTING SUPPLIES FOR SHIRE PROPERTIES	$749.78	
27	EFT26108	05/08/2026	WA AGRISTORE PTY LTD	GAS BOTTLE SWAP, MATERIALS FOR ROAD AND SHIRE PROPERTY MAINTENANCE, & PARTS FOR BK1018	$330.38	
28	EFT26109	05/08/2026	WA CONTRACT RANGER SERVICES	CONTRACT RANGER SERVICES JULY 2026	$442.75	
29	EFT26110	05/08/2026	WA DISTRIBUTORS PTY LTD T/AS ALLWAYS FOODS	CLEANING SUPPLIES	$978.50	
30	EFT26111	05/08/2026	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	GREAT EASTERN COUNTRY ZONE SUBSCRIPTION & WALGA SUBSCRIPTIONS 2026-2027	$25,082.33	
31	EFT26112	04/08/2026	WESTERN AUSTRALIAN TREASURY CORPORATION	MULTI PATCHER LOAN CAPITAL REPAYMENT & INTEREST	$24,803.03	
32	EFT26113	07/08/2026	DEPARTMENT OF TRANSPORT DRIVER AND VEHICLE SERVICES (VI BAL OF REV EOM)	DOTMI VEHICLE INSPECTION BALANCE OF REVENUE JULY 2026 (EOM TRANSACTION)	$240.50	R
33		12/08/2026	PAYROLL DIRECT DEBIT OF NET PAYS	PAYROLL FNE 12/08/2026	$94,791.38	
34	EFT26114	13/08/2026	AUSTRALIA POST	POSTAL CHARGES FOR JULY 2026	$90.72	
35	EFT26115	13/08/2026	BOC LIMITED	GAS BOTTLE RENTAL	$79.33	
36	EFT26116	13/08/2026	BOOKEASY AUSTRALIA PTY LTD	ONLINE CARAVAN PARK BOOKING JULY 2026	$220.00	
37	EFT26117	13/08/2026	CENTRE POINT ELECTRICAL SERVICES PTY LTD	ELECTRICAL WORKS AT SHIRE PROPERTIES	$2,670.50	
38	EFT26118	13/08/2026	COLPET BROWNLEY	MANAGEMENT OF LANDFILL SITE FOR FNE 12/08/2026	$2,063.20	
39	EFT26119	13/08/2026	CREIGHAN HOLDINGS PTY LTD T/A C & F BUILDING APPROVALS	BUILDING PERMIT CONSULTATION JULY 2026	$385.00	
40	EFT26120	13/08/2026	E & MJ ROSHER PTY LTD	PARTS FOR BK117	$1,243.89	
41	EFT26121	13/08/2026	ELDERS BRUCE ROCK	CHEMICALS FOR AQUATIC CENTRE & LAUNDRY POWDER FOR CARAVAN PARK	$209.92	
42	EFT26122	13/08/2026	FILTERS PLUS WA	ENGINE OIL FOR BK010	$95.04	
43	EFT26123	13/08/2026	LAERDAL PTY LTD	SAFETY EQUIPMENT FOR AQUATIC CENTRE MAINTENANCE	$1,190.63	
44	EFT26124	13/08/2026	LGIS WA	EAP PROGRAM FOR EMPLOYEES AND BUSHFIRE VOLUNTEERS	$3,541.81	
45	EFT26125	13/08/2026	MARKET CREATIONS AGENCY PTY LTD	SUBSCRIPTION FOR COUNCIL CONNECT PLUS	$15,774.00	
46	EFT26126	13/08/2026	MERREDIN TELEPHONE SERVICES	SECURITY MONITORING OF SHIRE OFFICE JULY 2026	$44.00	
47	EFT26127	13/08/2026	NAPA	PARTS FOR BK010	$250.80	
48	EFT26128	13/08/2026	NUTRIEN AG SOLUTIONS	CHEMICALS FOR VERGE SPRAYING AND MATERIALS FOR ROAD SIGNS & TOWNSITE MAINTENANCE	$10,368.60	
49	EFT26129	13/08/2026	OMNICOM MEDIA GROUP AUSTRALIA PTY LTD	ADVERTISING EXPENSES	$226.99	
50	EFT26130	13/08/2026	SHIRE OF CORRIGIN	REIMBURSEMENT FOR STAFF TRAINING EXPENSE	$699.94	
51	EFT26131	13/08/2026	ST JOHN WA - BRUCE ROCK SUB CENTRE	FIRST AID SUPPLIES FOR AQUATIC CENTRE	$200.50	
52	EFT26132	13/08/2026	STRANGE IMAGES	DESIGNING, PRINTING & FRAMING OF COUNCILLORS PHOTOS	$1,750.00	
53	EFT26133	13/08/2026	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES	$182.79	
54	EFT26134	13/08/2026	WA AGRISTORE PTY LTD	PARTS FOR BK409 AND BATTERIES FOR BK377 & BK638	$1,196.80	
55	EFT26135	13/08/2026	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	STAFF TRAINING	$2,486.00	
56	EFT26136	13/08/2026	WESTRAC PTY LTD	WORKSHOP CONSUMABLES AND PARTS FOR BK727 & BK012	$2,125.94	
57	EFT26137	13/08/2026	SHIRE OF BRUCE ROCK	PAYROLL DEDUCTIONS	$811.50	
58	EFT26138	21/08/2026	AUSROAD MANUFACTURING PTY LTD	PARTS FOR BK409	$937.71	
59	EFT26139	21/08/2026	AUSTRALIAN TAXATION OFFICE	BAS FOR JULY 2026	$48,393.00	
60	EFT26140	21/08/2026	AVON WASTE	KERBSIDE WASTE AND RECYCLING COLLECTIONS & BULK RECYCLING COLLECTIONS FOR JULY 2026	$12,004.52	
61	EFT26141	21/08/2026	BLACKWOODS	PARTS FOR BK604	$458.70	
62	EFT26142	21/08/2026	BOB WADDELL & ASSOCIATES PTY LTD	FINANCIAL CONSULTING	$1,496.00	
63	EFT26143	21/08/2026	BRUCE ROCK DISTRICT CLUB	REFRESHMENTS FOR DEPOT FUNCTION	$140.00	
64	EFT26144	21/08/2026	BRUCE ROCK ENGINEERING	SUPPLY, STRIP, AND FIT TYRES FOR BK103, BK6556, & BK660 AND PUNCTURE REPAIR FOR BK604	$3,727.39	
65	EFT26145	21/08/2026	BURGESS RAWSON PTY LTD	INDUSTRIAL RENT AND MANAGEMENT FEES	$755.74	
66	EFT26146	21/08/2026	CHRIS BRAY ELECTRICS PTY LTD	ELECTRICAL WORKS AT SHIRE PROPERTY	$470.80	
67	EFT26147	21/08/2026	CORPCLOUD PTY LTD	MED CENTRE IT SUPPORT	$415.64	
68	EFT26148	21/08/2026	EASTERN HILLS SAWS & MOWERS	PARTS FOR SMALL PLANT	$265.60	
69	EFT26149	21/08/2026	EDGE PLANNING & PROPERTY	PLANNING CONSULTATION SERVICES JULY 2026	$606.37	
70	EFT26150	21/08/2026	FILTERS PLUS WA	PARTS FOR BK660	$108.24	

71	EFT26151	21/08/2026	JTB - JAPANESE TRUCK & BUS SPARES	PARTS FOR BK604 & BK377	$513.90	
72	EFT26152	21/08/2026	LUKERATIVE PLUMBING, GAS & MAINTENANCE	PLUMBING WORKS AT SHIRE PROPERTY	$2,970.00	
73	EFT26153	21/08/2026	NAPA	WORKSHOP CONSUMABLES	$184.64	
74	EFT26154	21/08/2026	NORTHAM CARPET COURT	DEPOSIT FOR SUPPLY & INSTALL OF CARPET AT SHIRE PROPERTY	$825.00	
75	EFT26155	21/08/2026	OFFICEWORKS BUSINESS DIRECT	OFFICE EQUIPMENT & SUPPLIES	$1,126.95	
76	EFT26156	21/08/2026	PUMPS AUSTRALIA PTY LTD	PARTS FOR SMALL PLANT	$1,424.50	
77	EFT26157	21/08/2026	REGAL VENTURES PTY LTD T/A FOODWORKS BRUCE ROCK SUPERMARKET & HARDWARE	VARIOUS PURCHASES FOR JULY 2026	$1,283.98	
78	EFT26158	21/08/2026	SHACKLETON AND DISTRICTS CLUB INC	REFRESHMENTS FOR COMMUNITY BUDGET MEETING	$165.00	
79	EFT26159	21/08/2026	SNALLOW PTY LTD T/A WALLIS COMPUTER SOLUTIONS	ADMIN IT SUPPORT FOR MANAGED CYBERSECURITY, SYNERGY SOFT LGA ACCOUNTING, INFRASTRUCTURE BACKUP SUPPORT, MSA IT SUPPORT & FIRMWARE MANAGEMENT	$15,960.93	
80	EFT26160	21/08/2026	SYNERGY	ELECTRICITY USAGE AT SHIRE PROPERTIES	$1,454.16	
81	EFT26161	21/08/2026	TELSTRA	TELEPHONE CHARGES	$1,616.02	
82	EFT26162	21/08/2026	TWO DOGS MITRE 10	MAINTENANCE SUPPLIES FOR SHIRE PROPERTIES	$426.20	
83	EFT26163	21/08/2026	WA AGRISTORE PTY LTD	MATERIALS FOR DAM & ROAD SIGNS MAINTENANCE AND FERTILIZER FOR GARDENS	$264.11	
84	EFT26164	21/08/2026	WA CONTRACT RANGER SERVICES	CONTRACT RANGER SERVICES AUGUST 2026	$379.50	
85	EFT26165	21/08/2026	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	LOCAL GOVERNMENT CONVENTION 2026	$15,282.30	
86		26/08/2026	PAYROLL DIRECT DEBIT OF NET PAYS	PAYROLL FNE 26/08/2026	$95,260.47	
87	EFT26166	27/08/2026	ARTEIL (WA)	REPLACEMENT GAS LIFTS FOR CHAIRS	$264.00	
88	EFT26167	27/08/2026	BOB WADDELL & ASSOCIATES PTY LTD	FINANCIAL CONSULTING	$1,232.00	
89	EFT26168	27/08/2026	BP MEDICAL	MEDICAL SUPPLIES FOR MED CENTRE	$349.68	
90	EFT26169	27/08/2026	BRUCE ROCK CAFE - LOVE THAT FOOD	REFRESHMENTS FOR INTERVIEWS AND CATERING FOR AUDITORS & STAFF AT MED CENTRE	$130.00	
91	EFT26170	27/08/2026	COLESTAN ELECTRICS	ELECTRICAL WORKS AT SHIRE PROPERTY	$4,725.73	
92	EFT26171	27/08/2026	COLPET BROWNLEY	MANAGEMENT OF LANDFILL SITE FOR FNE 26/08/2026	$2,063.20	
93	EFT26172	27/08/2026	E & MJ ROSHER PTY LTD	PARTS FOR BK6515	$244.84	
94	EFT26173	27/08/2026	JTB - JAPANESE TRUCK & BUS SPARES	PARTS FOR BK377	$15.25	
95	EFT26174	27/08/2026	LIWA AQUATICS	LIWA AQUATIC CONFERENCE FOR POOL MANAGERS	$440.00	
96	EFT26175	27/08/2026	OFFICEWORKS BUSINESS DIRECT	STATIONERY ORDER	$323.91	
97	EFT26176	27/08/2026	SNALLOW PTY LTD T/A WALLIS COMPUTER	ADMIN IT SUPPORT	$465.58	
98	EFT26177	27/08/2026	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES	$803.62	
99	EFT26178	27/08/2026	TRANSTRUCT	MATERIALS FOR SHIRE PROPERTY MAINTENANCE	$81.68	
100	EFT26179	27/08/2026	VANESSA WARD	REIMBURSEMENT OF EXPENSES (FUEL)	$100.04	
101	EFT26180	27/08/2026	WA AGRISTORE PTY LTD	MATERIALS FOR SHIRE PROPERTIES AND TOWNSITE MAINTENANCE	$302.72	
102	EFT26181	27/08/2026	WA DISTRIBUTORS PTY LTD T/AS ALLWAYS FOODS	CLEANING SUPPLIES	$447.25	
103	EFT26182	27/08/2026	WURTH	WORKSHOP CONSUMABLES & PARTS FOR BK9340	$1,458.99	
104	EFT26183	27/08/2026	SHIRE OF BRUCE ROCK	PAYROLL DEDUCTIONS	$811.50	
105	EFT26184	28/08/2026	AVON WASTE	SECONDARY FUEL LEVY FOR WASTE AND RECYCLING COLLECTIONS SERVICES	$244.53	
106	EFT26185	28/08/2026	LGIS WA	INSURANCE 2026-2027 PAYMENT 1 OF 2	$174,476.73	**PR**
107	EFT26186	28/08/2026	PERTH TRAILER SALES AND MACHINERY	PURCHASE OF EXCAVATOR	$25,790.00	
108	EFT26187	31/08/2026	ACUMENTIS PTY LTD	PROPERTY MARKET AND RENTAL VALUATIONS	$12,556.50	
109	EFT26188	31/08/2026	BRETT WILLIAM WAYE	REIMBURSEMENT OF EXPENSES (REQUALIFICATION & ACCOMMODATION FOR CONFERENCE)	$416.85	
110	EFT26189	31/08/2026	BRUCE ROCK DISTRICT CLUB	COUNCIL LUNCH AND REFRESHMENTS	$513.00	
111	EFT26190	31/08/2026	CENTRAL EAST AGED CARE ALLIANCE (INC) (CEACA)	REIMBURSEMENT FOR CEACA EXPANSION PROJECT - WAPC FEES	$7,200.00	
112	EFT26191	31/08/2026	WA CONTRACT RANGER SERVICES	CONTRACT RANGER SERVICES AUGUST 2026	$379.50	
113	EFT26211	27/08/2026	COMMONWEALTH BANK CORPORATE CHARGE CARDS	CREDIT CARD FOR AUGUST 2026	$1,320.54	
114	EFT26212	31/08/2026	DEPARTMENT OF TRANSPORT DRIVER AND VEHICLE SERVICES (VI BAL OF REV EOM)	DOTMI VEHICLE INSPECTION BALANCE OF REVENUE AUGUST 2026 (EOM TRANSACTION)	$183.20	**R**
				Total EFTs	**$805,279.23**	
	Direct Debits					
115	DD11587.1	12/08/2026	AWARE SUPER PTY LTD	PAYROLL DEDUCTIONS	$7,206.74	
116	DD11587.2	12/08/2026	CATHOLIC SUPER	SUPERANNUATION CONTRIBUTIONS	$336.09	
117	DD11587.3	12/08/2026	CONSTRUCTION AND BUILDING UNIONS SUPERANNUATION FUND (CBUS)	SUPERANNUATION CONTRIBUTIONS	$346.92	
118	DD11587.4	12/08/2026	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	$4,937.91	
119	DD11587.5	12/08/2026	PANORAMA SUPER	SUPERANNUATION CONTRIBUTIONS	$1,495.55	
120	DD11587.6	12/08/2026	HOST PLUS SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	$1,758.84	
121	DD11587.7	12/08/2026	MACQUARIE SUPER MANAGER II	SUPERANNUATION CONTRIBUTIONS	$860.99	
122	DD11587.8	12/08/2026	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	$734.97	
123	DD11587.9	12/08/2026	MERCER SUPER TRUST	SUPERANNUATION CONTRIBUTIONS	$393.44	
124	DD11612.1	26/08/2026	AWARE SUPER PTY LTD	PAYROLL DEDUCTIONS	$6,911.76	
125	DD11612.2	26/08/2026	CATHOLIC SUPER	SUPERANNUATION CONTRIBUTIONS	$336.09	
126	DD11612.3	26/08/2026	CONSTRUCTION AND BUILDING UNIONS SUPERANNUATION FUND (CBUS)	SUPERANNUATION CONTRIBUTIONS	$383.58	
127	DD11612.4	26/08/2026	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	$4,628.35	
128	DD11612.5	26/08/2026	PANORAMA SUPER	SUPERANNUATION CONTRIBUTIONS	$1,495.55	
129	DD11612.6	26/08/2026	HOST PLUS SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	$1,731.10	
130	DD11612.7	26/08/2026	MACQUARIE SUPER MANAGER II	SUPERANNUATION CONTRIBUTIONS	$1,044.79	
131	DD11612.8	26/08/2026	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	$744.23	
132	DD11612.9	26/08/2026	MERCER SUPER TRUST	PAYROLL DEDUCTIONS	$363.77	
133	DD11587.10	12/08/2026	HESTA	SUPERANNUATION CONTRIBUTIONS	$22.75	
134	DD11587.11	12/08/2026	MLC MASTERKEY-PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	$181.77	
135	DD11612.10	26/08/2026	HESTA	SUPERANNUATION CONTRIBUTIONS	$51.76	
136	DD11612.11	26/08/2026	MLC MASTERKEY-PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	$214.16	
				Total Direct Debits	**$36,181.11**	

	Credit Cards					
137		25/07/2026	OPENAI	CHAT GPT PRO FOR OFFICER	$31.61	
138		25/07/2026	COMM BANK	INTERNATIONAL TRANSACTION FEE	$0.79	
139		27/07/2026	BP HALLS HEAD	FUEL FOR BK1	$100.01	
140		31/07/2026	SAFETY CULTURE	WORK HEALTH AND SAFETY PLATFORM	$316.80	
141		05/08/2026	MERREDIN PALACE RESTAURANT	EOFY STAFF DINNER	$500.00	
142		11/08/2026	CPP CONVENTION CENTRE	PARKING FOR CEO'S MEETING	$16.15	
143		14/08/2026	HEALTHENGINE	HEALTH ENGINE APP, SMS RECALLS, AND NEW PATIENTS	$176.00	
144		16/08/2026	ANTHROPIC CLAUDE SUB	CLAUDE PRO FOR OFFICER	$30.91	
145		17/08/2026	OPENAI	CHAT GPT PRO FOR OFFICER	$77.00	
146		17/08/2026	OPENAI	CHAT GPT PRO FOR OFFICER	$27.27	
147		24/08/2026	DEPARTMENT OF LOCAL GOVERNMENT	STAFF HIGH RISK WORK LICENCE RENEWAL	$44.00	
				Total Credit Card Payments	**$1,320.54**	
	Fuel Cards					
	Card One					
148		04/08/2026	BRUCE ROCK OPT	UNLEADED FOR DOCTOR'S CAR	$64.96	
149		12/08/2026	BRUCE ROCK OPT	UNLEADED FOR DOCTOR'S CAR	$93.26	
150		17/08/2026	BP ARMADALE	UNLEADED FOR DOCTOR'S CAR	$117.72	
151		17/08/2026	BP ARMADALE	BP PLUS FEE	$0.38	
152		29/08/2026	BRUCE ROCK OPT	UNLEADED FOR DOCTOR'S CAR	$93.49	
				Card One Total	**$369.81**	
	Card Five					
153		06/08/2026	BP THE LAKES	UNLEADED FOR BK2	$114.20	
154		06/08/2026	BP THE LAKES	BP PLUS FEE	$0.38	
155		12/08/2026	BP THE LAKES	UNLEADED FOR BK2	$66.13	
156		12/08/2026	BP THE LAKES	BP PLUS FEE	$0.38	
157		22/08/2026	BP QUAIRADING	UNLEADED FOR BK2	$50.33	
158		22/08/2026	BP QUAIRADING	BP PLUS FEE	$0.38	
159		24/08/2026	BP THE LAKES	UNLEADED FOR BK2	$112.98	
160		24/08/2026	BP THE LAKES	BP PLUS FEE	$0.38	
				Card Five Total	**$345.16**	
	Card Four C					
161		25/08/2026	BRUCE ROCK OPT	BULK UNLEADED FOR DEPOT	$373.71	
				Card Four Total	**$373.71**	
				Total Fuel Card Payments	**$1,088.68**	

Legend	
R	Recoverable
PR	Partially Recoverable
G	Grant Funded
PG	Partial Grant Funded
F	Funded
PF	Partially Funded

Total Municipal Account Cheque Payments	**$387.06**	**0.05%**
Total Municipal Account EFT Payments (incl. Payroll)	**$805,279.23**	**95.38%**
Total Trust Account EFT Payments	**$0.00**	**0.00%**
Total Trust Account Cheque Payments	**$0.00**	**0.00%**
Direct Debits	**$36,181.11**	**4.29%**
Credit Cards	**$1,320.54**	**0.16%**
Fuel Cards	**$1,088.68**	**0.13%**
Total	**$844,256.62**	**100.00%**

10.3.2 Monthly Financial Reports – August 2026

File Reference	12.8.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	16 September 2026
Author	Mike Darby - Executive Manager Corporate Services
Authorising Officer	Melissa Haythornthwaite – Acting Chief Executive Officer
Attachments 1. Monthly Financial Report for August 2026 2. Capital Projects Tracker for August 2026	

Summary

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

Background

Nil

Consultation

Consultation has been undertaken with the Acting Chief Executive Officer and Bob Waddell of Bob Waddell and Associates (Consultant).

Statutory Environment

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

Policy Implications

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

Financial Implications

All expenditure has been approved via adoption of the 2026/27 Annual Budget.

Council is requested to review the August 2026 Monthly Financial Reports, noting that Council is advised of the following matters:

- The overall financial position for August 2026 currently stands at $4,998,273 in surplus. This figure is influenced by the receipt of advanced payment of Federal Assistance Grants totalling approximately 80% of the total Grants for the financial year 2026/27 and the recognition of Rates revenue now that the Rates have been levied.
- The current amount of $14,161 for 90+ day debts include 13 outstanding amounts which are being actively followed up.
- A total of 161 transactions to the value of $844,253 including 135 Electronic Fund Transfers and Direct Debits were paid in August 2026, of which the vast majority were paid within 30 days.

- Capital projects – Year to date, purchase orders have been issued for all or part of two (2) 2026/27 capital projects, and one (1) has been completed, with planning underway for a number of other projects.

- Employee costs for July have a negative variance of $20,012, this is mainly due to the timing of some works. The Shire has incurred year to date outsourced service delivery costs of $17,917. These costs are associated with finance, ranger services, landfill contractor, environmental health, town planning and building services. These services are outsourced arrangements rather than charged directly via employee salary and wage costs. The total year to date cost, combining employee and outsourced services is $643,783 resulting in a negative variance of $37,929 year to date. Currently outsourced services have a positive variance of $28,667 compared to their combined budget figures

Strategic Implications

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

Risk Implications

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

Risk Matrix

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

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

Comment/Conclusion

The August 2026 Monthly Financial Report is presented for review.

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION

That with respect to the Monthly Financial Report for August 2026, Council note the Reports as presented.

Shire of
Bruce Rock
Where friends become family

SHIRE OF BRUCE ROCK

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
FOR THE PERIOD ENDED 31 AUGUST 2026
LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

TABLE OF CONTENTS

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2026

BY NATURE

	Ref Note	Adopted Annual Budget (a)	Amended Annual Budget (d)	Amended YTD Budget (c)	YTD Actual (b)	Variance $ (c) - (b)	Variance % ((c) - (b))/(b)	Var. ▲▼
		$	$	$	$	$	%	
OPERATING ACTIVITIES								
Revenue from operating activities								
Rates		2,186,221	2,186,221	2,209,197	**2,181,848**	(27,349)	(1.24%)	
Operating grants, subsidies and contributions		1,218,786	1,218,786	514,856	**535,311**	20,455	3.97%	
Fees and charges		1,184,335	1,184,335	337,056	**352,143**	15,087	4.48%	
Interest earnings		132,613	132,613	16,332	**11,741**	(4,591)	(28.11%)	
Other revenue		162,254	162,254	11,734	**2,259**	(9,475)	(80.75%)	▼
Profit on disposal of assets		44,102	44,102	0	**0**	0	0.00%	
		4,928,311	4,928,311	3,089,175	**3,083,302**	(5,873)	(0.19%)	
Expenditure from operating activities								
Employee costs		(3,099,701)	(3,099,701)	(605,854)	**(628,163)**	(22,309)	(3.68%)	
Materials and contracts		(2,581,124)	(2,581,124)	(677,351)	**(420,951)**	256,400	37.85%	▲
Utility charges		(332,720)	(332,720)	(52,442)	**(28,444)**	23,998	45.76%	▲
Depreciation on non-current assets		(6,361,646)	(6,361,646)	(1,060,236)	**0**	1,060,236	100.00%	▲
Interest expenses		(122,838)	(122,838)	(17,760)	**12,214**	29,974	168.77%	▲
Insurance expenses		(271,985)	(271,985)	(138,961)	**(129,008)**	9,953	7.16%	
Other expenditure		(231,085)	(231,085)	(30,448)	**(22,383)**	8,065	26.49%	▲
Loss on disposal of assets		(35,570)	(35,570)	(808)	**0**	808	100.00%	
		(13,036,670)	(13,036,670)	(2,583,860)	**(1,216,737)**	1,367,123	(52.91%)	
Non-cash amounts excluded from operating activities		6,359,376	6,359,376	1,067,306	**0**	(1,067,306)	(100.00%)	▼
Amount attributable to operating activities		**(1,748,983)**	**(1,748,983)**	**1,572,621**	**1,866,565**	293,944	18.69%	
INVESTING ACTIVITIES								
Inflows from investing activities								
Proceeds from capital grants, subsidies and contributions		6,377,799	6,377,799	202,683	**47,567**	(155,116)	(76.53%)	▼
Proceeds from disposal of assets		259,500	259,500	0	**0**	0	0.00%	
		6,637,299	6,637,299	202,683	**47,567**	(155,116)	(76.53%)	
Outflows from investing activities								
Payments for inventories, property, plant and equipment and infrastructure		(7,906,830)	(7,906,830)	(300,405)	**(111,880)**	188,525	62.76%	▲
		(7,906,830)	(7,906,830)	(300,405)	**(111,880)**	188,525	(62.76%)	
Amount attributable to investing activities		**(1,269,531)**	**(1,269,531)**	**(97,722)**	**(64,312)**	33,410	(34.19%)	
FINANCING ACTIVITIES								
Inflows from financing activities								
Proceeds from new debentures	11	0	0	0	**0**	0	0.00%	
Transfer from reserves		335,326	335,326	0	**0**	0	0.00%	
		335,326	335,326	0	**0**			
Outflows from financing activities								
Repayment of borrowings		(134,028)	(134,028)	(15,194)	**(15,003)**	191	1.26%	
Payments for principal portion of lease liabilities		(6,531)	(6,531)	0	**0**	0	0.00%	
Transfer to reserves		(341,139)	(341,139)	0	**0**	0	0.00%	
		(481,698)	(481,698)	(15,194)	**(15,003)**	191	(1.26%)	
Amount attributable to financing activities		**(146,372)**	**(146,372)**	**(15,194)**	**(15,003)**	191	(1.26%)	
MOVEMENT IN SURPLUS OR DEFICIT								
Surplus or deficit at the start of the financial year		3,164,885	3,164,885	3,164,885	**3,211,023**	46,138	1.46%	
Amount attributable to operating activities		(1,748,983)	(1,748,983)	1,572,621	**1,866,565**	293,944	18.69%	▲
Amount attributable to investing activities		(1,269,531)	(1,269,531)	(97,722)	**(64,312)**	33,410	(34.19%)	
Amount attributable to financing activities		(146,372)	(146,372)	(15,194)	**(15,003)**	191	(1.26%)	
Surplus or deficit at the end of the financial year		**(1)**	**(1)**	**4,624,590**	**4,998,273**	373,683	8.08%	

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.
Refer to the Explanation of Variances Note for an explanation of the reasons for the variance.

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2026

EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.
The material variance adopted by Council for the 2026-27 year is $5,000 or 10.0% whichever is the greater.

				Explanation of positive variances		Explanation of negative variances	
Nature or type	Var. $	Var. %		Timing	Permanent	Timing	Permanent
	$	%					
Revenue from operating activities							
Other revenue	(9,475)	(80.75%)	▼			Diesel fuel rebate income running behind budget phasing.	
Expenditure from operating activities							
Materials and contracts	256,400	37.85%	▲	Actual material and contract expenditure generally tracking behind budgeted expenditure.			
Utility charges	23,998	45.76%	▲	Utility expenditure behind budget phasing.			
Depreciation on non-current assets	1,060,236	100.00%	▲	No depreciation has been run for 2026/27. Depreciation will be run when the Shire accounts have been audited.			
Other expenditure	8,065	26.49%	▲	Various other expenditure expenses are behind budgeted amount.			
Non-cash amounts excluded from operating activities	(1,067,306)	(100.00%)	▼			No depreciation has been run for 2026/27. Depreciation will be run when the Shire accounts have been audited.	
Investing activities							
Proceeds from capital grants, subsidies and contributions	(155,116)	(76.53%)	▼			Budget allocations for completed projects which are grant related in this FY are ahead of actuals.	
Payments for inventories, property, plant and equipment	188,525	62.76%	▲	Expenditure on capital projects are behind budget phasing.			

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2026

BY PROGRAM

	Note	Adopted Annual Budget (a)	Amended Annual Budget (d)	Amended YTD Budget (c)	YTD Actual (b)	Variance $ (c) - (b)	Variance % ((c) - (b))/(b)	Var. ▲▼
		$	$	$	$	$	%	
OPERATING ACTIVITIES								
Revenue from operating activities								
Governance		59,490	59,490	8,956	**9,751**	795	8.88%	
General Purpose Funding - Rates		2,186,221	2,186,221	2,209,197	**2,181,848**	(27,349)	(1.24%)	
General Purpose Funding - Other		898,246	898,246	199,688	**180,405**	(19,283)	(9.66%)	
Law, Order and Public Safety		36,200	36,200	8,386	**8,270**	(116)	(1.38%)	
Health		86,986	86,986	3,530	**4,079**	549	15.56%	
Housing		258,325	258,325	41,832	**41,668**	(164)	(0.39%)	
Community Amenities		227,082	227,082	194,362	**194,493**	131	0.07%	
Recreation and Culture		93,692	93,692	9,394	**9,694**	300	3.20%	
Transport		534,578	534,578	344,308	**347,165**	2,857	0.83%	
Economic Services		351,335	351,335	51,300	**95,026**	43,726	85.24%	▲
Other Property and Services		185,444	185,444	17,444	**9,140**	(8,304)	(47.61%)	▼
		4,928,311	4,928,311	3,089,175	**3,083,302**	**(5,873)**	(0.19%)	
Expenditure from operating activities								
Governance		(614,432)	(614,432)	(245,364)	**(136,273)**	109,091	44.46%	▲
General Purpose Funding		(115,393)	(115,393)	(17,599)	**(22,006)**	(4,407)	(25.04%)	
Law, Order and Public Safety		(278,206)	(278,206)	(39,891)	**(40,472)**	(581)	(1.46%)	
Health		(412,338)	(412,338)	(87,932)	**(62,146)**	25,786	29.32%	▲
Education and Welfare		(163,548)	(163,548)	(29,198)	**(8,346)**	20,852	71.42%	▲
Housing		(459,559)	(459,559)	(84,247)	**(57,126)**	27,121	32.19%	▲
Community Amenities		(414,297)	(414,297)	(68,220)	**(40,818)**	27,402	40.17%	▲
Recreation and Culture		(2,511,734)	(2,511,734)	(404,982)	**(185,720)**	219,262	54.14%	▲
Transport		(6,522,619)	(6,522,619)	(1,262,069)	**(308,531)**	953,538	75.55%	▲
Economic Services		(1,464,059)	(1,464,059)	(255,867)	**(174,268)**	81,599	31.89%	▲
Other Property and Services		(80,485)	(80,485)	(88,491)	**(181,030)**	(92,539)	(104.57%)	▼
		(13,036,670)	(13,036,670)	(2,583,860)	**(1,216,737)**	1,367,123	52.91%	
Non-cash amounts excluded from operating activities		6,359,376	6,359,376	1,067,306	0	(52,663)	23.69%	
Amount attributable to operating activities		**(1,748,983)**	**(1,748,983)**	**1,572,621**	**1,866,565**	293,944	18.69%	
INVESTING ACTIVITIES								
Inflows from investing activities								
Proceeds from capital grants, subsidies and contributions		6,377,799	6,377,799	202,683	**47,567**	(155,116)	(76.53%)	▼
Proceeds from Disposal of Assets		259,500	259,500	0	**0**	0	0.00%	
		6,637,299	6,637,299	202,683	**47,567**	(155,116)	(76.53%)	
Outflows from investing activities								
Payments for inventories, property, plant and equipment and infrastructure		(7,906,830)	(7,906,830)	(300,405)	**(111,880)**	188,525	62.76%	▲
		(7,906,830)	(7,906,830)	(300,405)	**(111,880)**	188,525	(62.76%)	
Amount attributable to investing activities		**(1,269,531)**	**(1,269,531)**	**(97,722)**	**(64,312)**	**33,410**	(34.19%)	
FINANCING ACTIVITIES								
Inflows from financing activities								
Proceeds from New Debentures	11	0	0	0	**0**	0	0.00%	
Transfer from Reserves		335,326	335,326	0	**0**	0	0.00%	
		335,326	335,326	0	**0**	0	0.00%	
Outflows from financing activities								
Repayment of borrowings		(134,028)	(134,028)	(15,194)	**0**	15,194	100.00%	▲
Payments for principal portion of lease liabilities		(6,531)	(6,531)	0	**(15,003)**	(15,003)	0.00%	▼
Transfer to Reserves		(341,139)	(341,139)	0	**0**	0	0.00%	
		(481,698)	(481,698)	(15,194)	**(15,003)**	191	1.26%	
Amount attributable to financing activities		**(146,372)**	**(146,372)**	**(15,194)**	**(15,003)**	**191**	1.26%	
MOVEMENT IN SURPLUS OR DEFICIT								
Surplus or deficit at the start of the financial year		3,164,885	3,164,885	3,164,885	**3,211,023**	46,138	1.46%	
Amount attributable to operating activities		(1,748,983)	(1,748,983)	1,572,621	**1,866,565**	293,944	18.69%	▲
Amount attributable to investing activities		(1,269,531)	(1,269,531)	(97,722)	**(64,312)**	33,410	(34.19%)	
Amount attributable to financing activities		(146,372)	(146,372)	(15,194)	**(15,003)**	191	(1.26%)	
Surplus or deficit at the end of the financial year		**(1)**	**(1)**	**4,624,590**	**4,998,273**	**373,683**	8.08%	

KEY INFORMATION
▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.
Refer to Note 15 for an explanation of the reasons for the variance.
The material variance adopted by Council for the 2022/23 year is $10,000 and 10%.

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

SHIRE OF BRUCE ROCK

STATEMENT OF FINANCIAL POSITION

FOR THE PERIOD ENDED 31 AUGUST 2026

	30 June 2026	31 August 2026
	$	$
CURRENT ASSETS		
Cash and cash equivalents	4,413,971	4,025,843
Trade and other receivables	381,634	2,445,068
Inventories	60,191	56,945
Contract assets	210,384	210,384
Other assets	14,080	0
TOTAL CURRENT ASSETS	5,080,261	6,738,240
NON-CURRENT ASSETS		
Trade and other receivables	9,087	9,087
Other financial assets	155,178	155,178
Property, plant and equipment	50,334,132	50,437,474
Infrastructure	167,200,586	167,209,124
Right-of-use assets	17,776	17,776
TOTAL NON-CURRENT ASSETS	217,870,760	217,982,639
TOTAL ASSETS	222,951,021	224,720,879
CURRENT LIABILITIES		
Trade and other payables	300,014	218,309
Other liabilities	104,593	57,026
Lease liabilities	6,531	6,531
Borrowings	103,640	88,637
Employee related provisions	446,820	446,820
TOTAL CURRENT LIABILITIES	961,597	817,323
NON-CURRENT LIABILITIES		
Lease liabilities	7,311	7,311
Borrowings	2,286,875	2,286,875
Employee related provisions	30,183	30,183
TOTAL NON-CURRENT LIABILITIES	2,324,368	2,324,368
TOTAL LIABILITIES	3,285,965	3,141,691
NET ASSETS	**219,665,056**	**221,579,188**
EQUITY		
Retained surplus	21,035,897	22,950,029
Reserve accounts	1,156,966	1,156,966
Revaluation surplus	197,472,192	197,472,192
TOTAL EQUITY	**219,665,056**	**221,579,188**

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

BASIS OF PREPARATION

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

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

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

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY
All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements.

SIGNIFICANT ACCOUNTING POLICES

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

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable making the judgements about carrying values of assets and liabilities not readily apparent from other sources.
Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:
- estimation of fair values of certain financial assets
- estimation of fair values of fixed assets shown at fair value
- impairment of financial assets

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

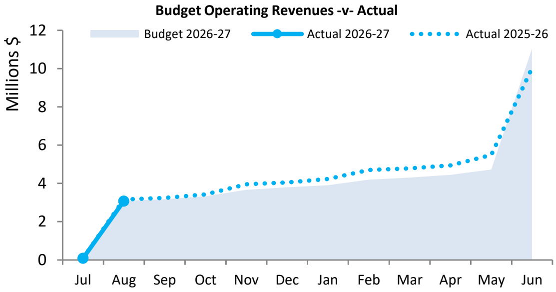
ROUNDING OFF FIGURES
All figures shown in this statement are rounded to the nearest dollar.

MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 AUGUST 2026

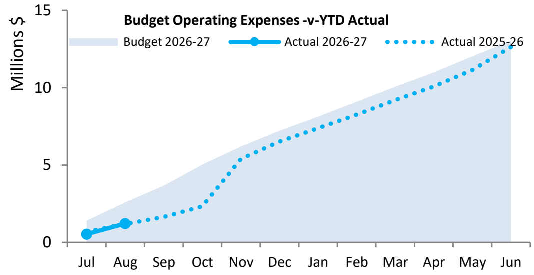
SUMMARY INFORMATION - GRAPHS

OPERATING ACTIVITIES

OPERATING REVENUE

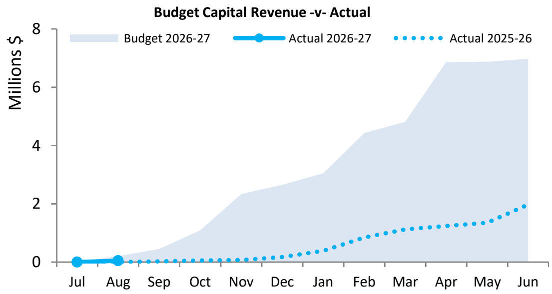


OPERATING EXPENSES

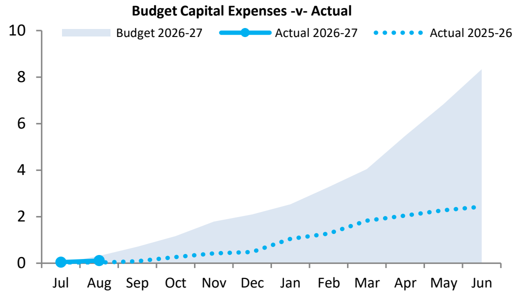


INVESTING ACTIVITIES

CAPITAL REVENUE

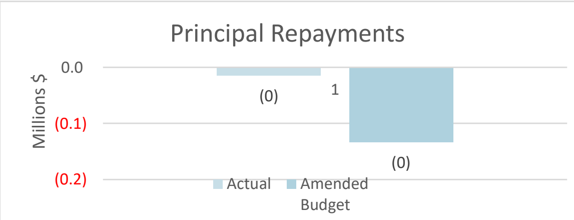


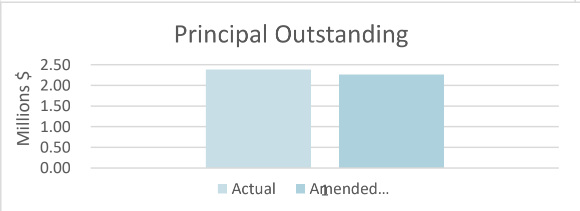
CAPITAL EXPENSES



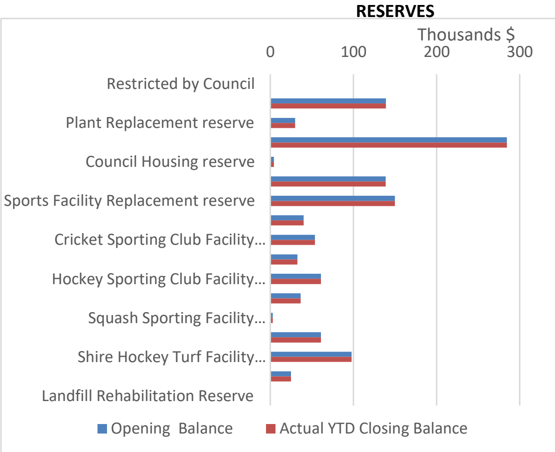
FINANCING ACTIVITIES

BORROWINGS

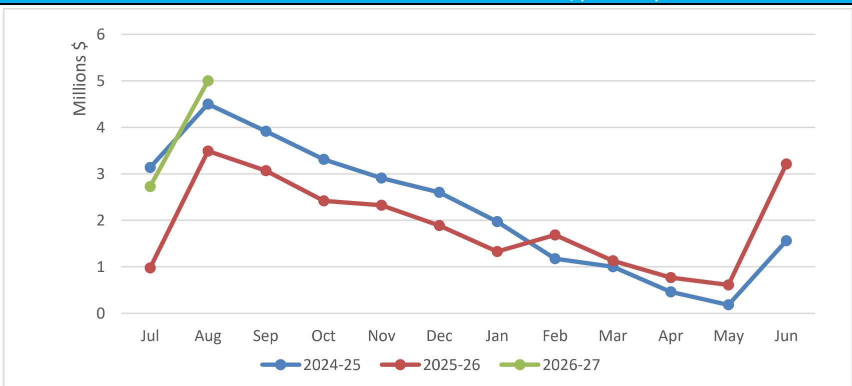




RESERVES



CLOSING FUNDING SURPLUS/(DEFEICIT)



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

CASH AND FINANCIAL ASSETS

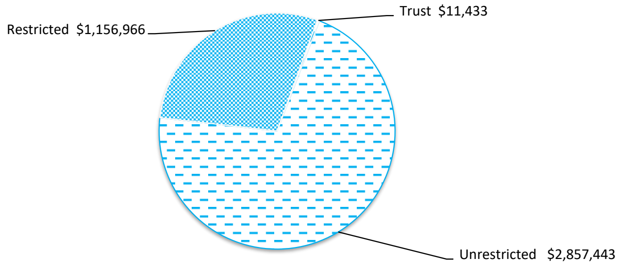
Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		$	$	$	$			
Cash on hand								
ASSET - Petty Cash & Floats	Cash and cash equivalents	700		700		N/A	NIL	On hand
At Call Deposits								
ASSET - Municipal Cash at Bank (CBA)	Cash and cash equivalents	95,109		95,109		CBA	3.75%	N/A
ASSET - Online Investment Account (CBA)	Cash and cash equivalents	1,761,609		1,761,609		CBA	3.90%	N/A
ASSET - Investment Term Deposit	Cash and cash equivalents	1,000,000		1,000,000		CBA	5.04%	26/11/2026
ASSET - Investment Account (CBA)	Cash and cash equivalents	24		24		CBA	3.75%	N/A
Trust Cash at Bank (CBA)	Cash and cash equivalents			11,433	11,433	CBA	0.00%	N/A
Term Deposits								
ASSET - General Reserve Account	Financial assets at amortised cost		608,037	608,037		CBA	5.20%	29/01/2027
ASSET - Transport Infrastructure Reserve Account	Financial assets at amortised cost		138,755	138,755		CBA	5.20%	29/01/2027
ASSET - Sporting Clubs Facility Replacement Reserve	Financial assets at amortised cost		410,174	410,174		CBA	5.27%	16/04/2027
Total		**2,857,443**	**1,156,966**	**4,025,843**	**11,433**			
Comprising								
Cash and cash equivalents		2,857,443	0	2,868,877	11,433			
Financial assets at amortised cost		0	1,156,966	1,156,966	0			
		2,857,443	**1,156,966**	**4,025,843**	**11,433**			

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.

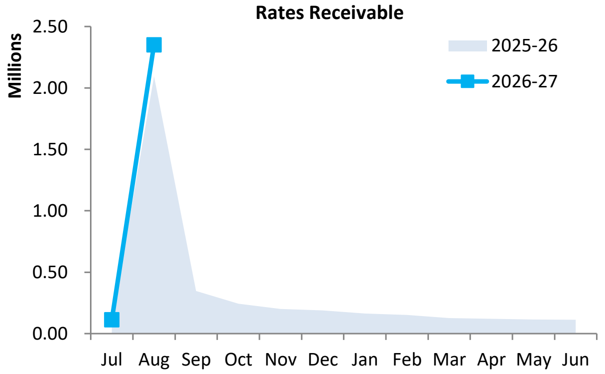
Financial assets at amortised cost held with registered financial institutions are listed in this note.



OPERATING ACTIVITIES

RECEIVABLES

Rates receivable	30 Jun 2026	31 Aug 2026
	$	$
Opening arrears previous years	96,895	112,517
Levied this year	2,235,415	2,372,335
Less - collections to date	(2,219,792)	(134,020)
Gross rates collectable	**112,517**	**2,350,832**
Allowance for impairment of rates/trade receivable	(28,558)	(28,558)
Net rates collectable	**83,959**	**2,322,274**
% Collected	95.2%	5.4%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	$	$	$	$	$	$
Receivables - general	(1,954)	33,580	14,427	9,041	14,161	69,255
Percentage	(2.8%)	48.5%	20.8%	13.1%	20.4%	
Balance per trial balance						
Sundry receivable						69,255
Allowance for impairment of rates/trade receivable						(28,558)
Total receivables general outstanding						**96,450**

Amounts shown above include GST (where applicable)

KEY INFORMATION

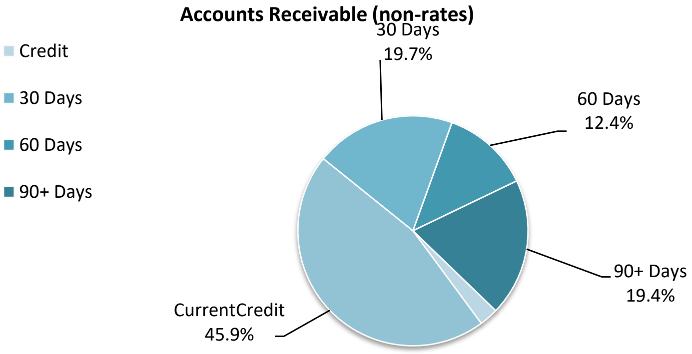
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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.

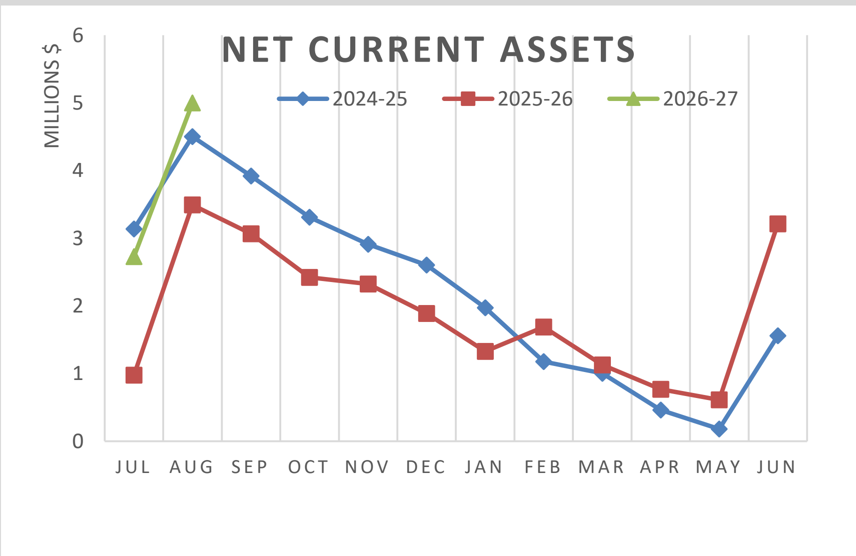


ADJUSTED NET CURRENT ASSETS
STATEMENT OF FINANCIAL ACTIVITY INFORMATION

Adjusted Net Current Assets	Note	Last Years Closing 30/06/2026	This Time Last Year 31/08/2025	Year to Date Actual 31/08/2026
		$	$	$
Current Assets				
Cash Unrestricted		3,245,571	1,450,175	2,857,443
Cash Restricted - Reserves		1,156,966	1,088,025	1,156,966
Receivables - Rates		98,900	2,089,050	2,348,617
Receivables - Other		282,734	624,448	96,450
Other Assets Other Than Inventories		224,465	284,527	210,384
Inventories		60,191	49,296	56,945
		5,068,828	5,585,521	6,726,806
Less: Current Liabilities				
Payables		(288,000)	(229,770)	(206,296)
Contract and Capital Grant/Contribution Liabilities		(104,593)	(541,877)	(57,026)
Bonds & Deposits		(580)	(580)	(580)
Loan and Lease Liability		(110,170)	(106,886)	(95,168)
Provisions		(446,820)	(367,577)	(446,820)
		(950,164)	(1,246,691)	(805,890)
Less: Cash Reserves		(1,156,966)	(1,088,025)	(1,156,966)
Add Back: Component of Leave Liability not Required to be funded		139,155	133,631	139,155
Add Back: Loan and Lease Liability		110,170	106,886	95,168
Less : Loan Receivable - clubs/institutions		0	0	0
Less : Trust Transactions Within Muni		0	0	0
Net Current Funding Position		**3,211,023**	**3,491,323**	**4,998,273**

SIGNIFICANT ACCOUNTING POLICIES
Please see Note 1(a) for information on significant accounting polices relating to Net Current Assets.

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



This Year YTD
Surplus(Deficit)
$5. M

Last Year YTD
Surplus(Deficit)
$3.49 M

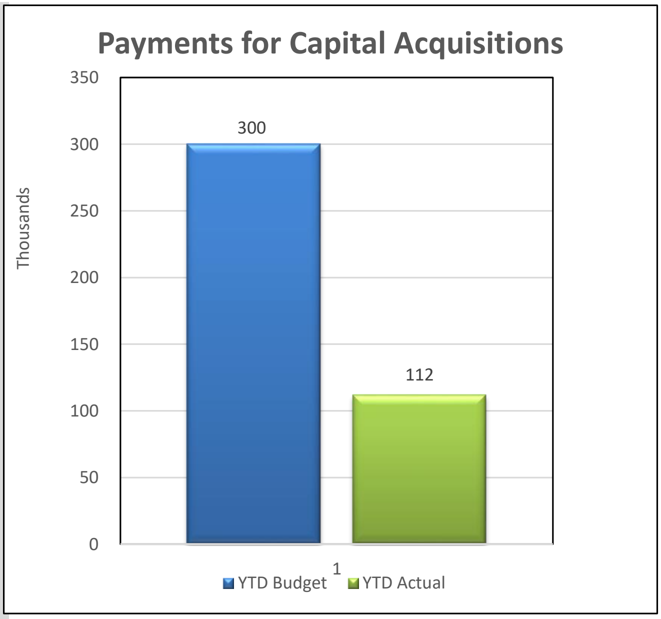
INVESTING ACTIVITIES

CAPITAL ACQUISITIONS

Capital acquisitions	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	YTD Actual Variance
	$	$	$	$	$
Land held for resale - cost	100,000	100,000	0	**0**	0
Buildings	321,911	321,911	76,099	**47,567**	(28,532)
Furniture and equipment	35,000	35,000	20,000	**32,329**	12,329
Plant and equipment	407,000	407,000	0	**23,445**	23,445
Infrastructure - roads	2,880,964	2,880,964	204,306	**8,538**	(195,768)
Infrastructure - bridges	570,090	570,090	0	**0**	0
Infrastructure - footpaths	50,501	50,501	0	**0**	0
Infrastructure - airstrip	45,000	45,000	0	**0**	0
Infrastructure - other	3,496,364	3,496,364	0	**0**	0
Payments for Capital Acquisitions	**7,906,830**	**7,906,830**	**300,405**	**111,880**	**(188,525)**

Capital Acquisitions Funded By:					
	$	$	$	$	$
Capital grants and contributions	**6,377,799**	**6,377,799**	**202,683**	**47,567**	(155,116)
Other (disposals & C/Fwd)	**259,500**	**259,500**	**0**	**0**	0
Cash backed reserves					
Plant Replacement reserve	**84,000**	**84,000**	**0**	**0**	0
Housing reserve	**92,571**	**92,571**	**0**	**0**	0
Transport Infrastructure reserve	**138,755**	**138,755**	**0**	**0**	0
Sports Facility Replacement reserve	**20,000**	**20,000**	**0**	**0**	0
Contribution - operations	**934,205**	**934,205**	**97,722**	**64,312**	(33,410)
Capital funding total	**7,906,830**	**7,906,830**	**300,405**	**111,880**	**(188,525)**

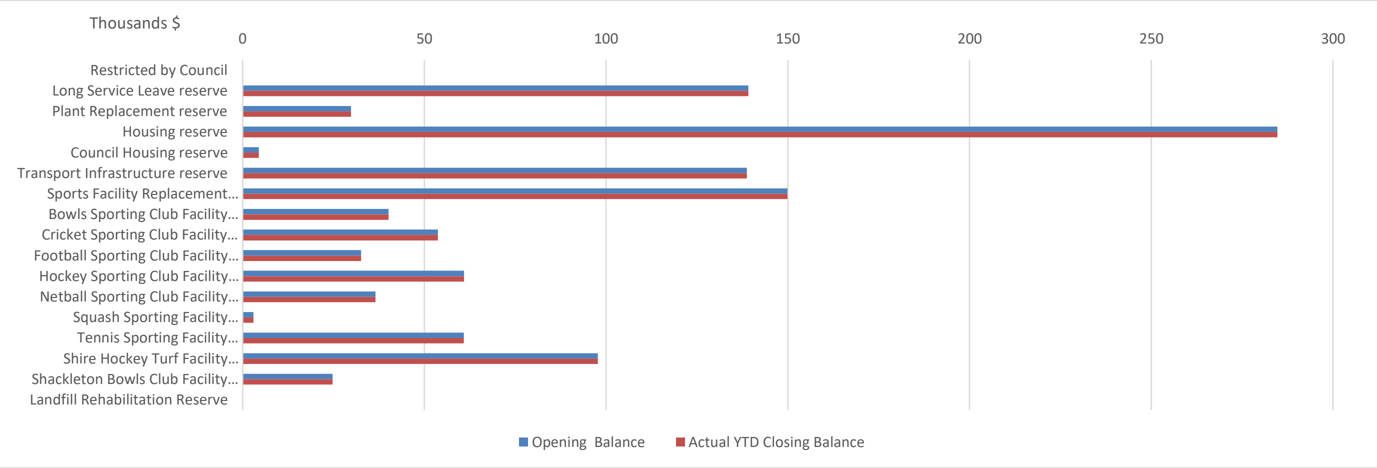
SIGNIFICANT ACCOUNTING POLICIES
Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.
Assets for which the fair value as at the date of acquisition is under $5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)* . These assets are expensed immediately.
Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.
Initial recognition and measurement for assets held at cost
Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A.* Where acquired at no cost the asset is initially recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.
Initial recognition and measurement between mandatory revaluation dates for assets held at fair value
In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.



Reserve accounts

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	$	$	$	$	$	$	$	$	$
Restricted by Council									
Long Service Leave reserve	139,155	6,262	0	0	0	0	0	145,417	139,155
Plant Replacement reserve	29,799	1,341	0	219,499	0	(84,000)	0	166,639	29,799
Housing reserve	284,743	12,813	0	0	0	(92,571)	0	204,985	284,743
Council Housing reserve	4,426	199	0	0	0	0	0	4,625	4,426
Transport Infrastructure reserve	138,755	0	0	0	0	(138,755)	0	0	138,755
Sports Facility Replacement reserve	149,914	6,746	0	0	0	(20,000)	0	136,660	149,914
Bowls Sporting Club Facility Replacement reserve	40,145	2,088	0	6,000	0	0	0	48,233	40,145
Cricket Sporting Club Facility Replacement reserve	53,703	2,793	0	6,000	0	0	0	62,496	53,703
Football Sporting Club Facility Replacement reserve	32,567	1,693	0	6,000	0	0	0	40,260	32,567
Hockey Sporting Club Facility Replacement reserve	60,890	3,166	0	6,000	0	0	0	70,056	60,890
Netball Sporting Club Facility Replacement reserve	36,528	1,899	0	6,000	0	0	0	44,427	36,528
Squash Sporting Facility Replacement reserve	2,986	155	0	750	0	0	0	3,891	2,986
Tennis Sporting Facility Replacement reserve	60,878	3,166	0	6,000	0	0	0	70,044	60,878
Shire Hockey Turf Facility Replacement reserve	97,743	5,083	0	15,000	0	0	0	117,826	97,743
Shackleton Bowls Club Facility Replacement Reserve	24,734	1,286	0	11,200	0	0	0	37,220	24,734
Landfill Rehabilitation Reserve	0	0	0	10,000	0	0	0	10,000	0
	1,156,966	**48,690**	**0**	**292,449**	**0**	**(335,326)**	**0**	**1,152,779**	**1,156,966**

KEY INFORMATION



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

GL/JOB Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				$	$	$	$
	Budget adoption						0
	Difference between Adopted Budget and Annual Financial Statements		Opening Surplus(Deficit)			0	0
				0	**0**	**0**	**0**

ATTACHMENT 2

Shire of Bruce Rock — Where friends become family

2026/27 Capital Projects

AUGUST 2026

Project	
Complete	
On Track	
Off Track	
In Trouble	

				DISPOSAL	RESERVES	LOAN		COUNCIL							
CAPITAL PROJECT NAME	JOB No.	SOURCE	TOTAL CAPITAL EXPENSE	SALES PROCEEDS	Amount	Description	Amount	MUNI FUND	CURRENT BUDGET	OUTSTANDING POs	ACTUAL EXPENSE	TOTAL COMITTED EXPENSE	VARIANCE	Status	Comment
Shire Administration Phone System	J04207	Muni	$ 15,000	$ -	$ -	N/A	$ -	$ 15,000	$ 15,000	$ -	$ -	$ -	$ 15,000		Quotes being reviewed
Digital Payroll System - Definitiv	J04215	Muni	$ 20,000	$ -	$ -	N/A		$ 20,000	$ 20,000	$ -	$ 32,329.00	$ 32,329.00	-$ 12,329		Project about to recomence
Replacement Vehicle - CEO (BK 1)	J04202	Muni	$ 71,000	$ 55,000	$ 16,000	N/A	$ -	$ -	$ 71,000	$ -	$ -	$ -	$ 71,000		Scheduled for December pending availability
Generator for Bruce Rock Medical Centre	J07320	Grants	$ 53,460	$ -	$ -	N/A	$ -	$ 5,346	$ 53,460	$ -	$ -	$ -	$ 53,460		Subject to Grant
Medical Centre Carpark	J07321	Muni	$ 56,110	$ -	$ -	N/A	$ -	$ 56,110	$ 56,110	$ -	$ -	$ -	$ 56,110		Schedules for Q3
Curlew Drive Land Development Stage 2	J10305	Muni	$ 100,000	$ -	$ -	N/A	$ -	$ 100,000	$ 100,000	$ -	$ -	$ -	$ 100,000		Grant application to offset cost in progress
Hockey Club Viewing Area - Path/Ramp	J11345	Muni	$ 20,000	$ -	$ -	N/A	$ -	$ 15,000	$ 20,000	$ -	$ -	$ -	$ 20,000		Hockey Club attempting to secure a builder, Shire works dependent on Hockey Club completing their construction works
Bruce Rock Netball Club - Outdoor Court Resurfacing	J11357	Muni	$ 20,000	$ -	$ 20,000.00	N/A	$ -	$ -	$ 20,000	$ -	$ -	$ -	$ 20,000		Budget amendment, greater contribution from Reserve required
Aquatic Centre Waterslide Resurfacing	J11450	Muni	$ 42,000	$ -	$ -	N/A		$ 42,000	$ 42,000	$ 38,000.00	$ -	$ 38,000.00	$ 4,000		Scheduled for October
Aquatic Centre Softfall Renewal	J11455	Muni	$ 29,000	$ -	$ -	N/A		$ 29,000	$ 29,000	$ -	$ -	$ -	$ 29,000		Scheduled for November
Shackelton Bank Refurbishment	J11747	Muni	$ 60,000	$ -	$ -	N/A	$ -	$ 60,000	$ 60,000	$ -	$ -	$ -	$ 60,000		WALGA Equotes 31 contractors contacted, 1 enquiry (no quote) and 1 quote received, since contacted contractor currently undertaking works at Depot and Bowling Green for quote
Community Precinct (inc. Playground)	J11780	Grants	$ 3,141,000	$ -	$ -	N/A	$ -	$ 200,000	$ 3,141,000	$ -	$ -	$ -	$ 3,141,000		Awaiting outcome of Lotterywest grant application
Gravel Sheeting Various Roads	RC203	Muni	$ 101,712	$ -	$ -	N/A	$ -	$ 101,712	$ 101,712	$ -	$ -	$ -	$ 101,712		Scheduled for March 2027 onwards
Hines Hill Reconstruct	RR015A	Grants	$ 462,579	$ -	$ -	N/A	$ -	$ -	$ 462,579	$ -	$ -	$ -	$ 462,579		Scheduled for February/March 2027
Bruce Rock/Corrigin Heavy Patching	RR174	Grants	$ 179,553	$ -	$ -	N/A	$ -	$ -	$ 179,553	$ -	$ -	$ -	$ 179,553		Scheduled for February/March 2027
Old Beverley Final Seal	RC050C	Grants	$ 175,219	$ -	$ -	N/A	$ -	$ 65,412	$ 175,219	$ -	$ -	$ -	$ 175,219		Scheduled for October/November
Old Beverley Reconstruction	RC050D	Grants	$ 681,027	$ -	$ -	N/A	$ -	$ 226,587	$ 681,027	$ 18,181.82	$ 8,538.04	$ 26,719.86	$ 654,307		Culvert works commenced
Bruce Rock Narembeen Widening/Audible linemarking	RC176B		$ 1,280,874	$ -	$ -	N/A	$ -	$ -	$ 1,280,874	$ -	$ -	$ -	$ 1,280,874		Scheduled fro Q3 and Q4
Yarding - Ardath Rd Bridge 6023 (SLK1.79)	BR014A	Muni	$ 170,090	$ -	$ -	N/A	$ -	$ 170,090	$ 170,090	$ -	$ -	$ -	$ 170,090		Scheduled for October/November
Bozanich Rd Bridge 5018	BR093	Muni	$ 200,000	$ -	$ -	N/A	$ -	$ -	$ 200,000	$ -	$ -	$ -	$ 200,000		Scheduled for October/November
Cukela Rd Bridge 6046	BR092A	Grants	$ 200,000	$ -	$ -	N/A	$ -	$ -	$ 200,000	$ -	$ -	$ -	$ 200,000		Scheduled for October/November
Footpath Construction - Various	FC999	Grants	$ 50,322	$ -	$ -	N/A	$ -	$ 50,322	$ 50,322	$ -	$ -	$ -	$ 50,322		Scheduled for February/March 2027
Replacement Vehicle (Isuzu) - EMTS (BK 3)	J12111	Muni	$ 65,000	$ 31,000	$ 34,000	N/A	$ -	$ -	$ 65,000	$ -	$ -	$ -	$ 65,000		Scheduled for November pending availability
Replacement Vehicle (Building Maintenance) - (BK 04)	J12125	Muni	$ 40,000	$ 6,000	$ -	N/A	$ -	$ 34,000	$ 40,000	$ -	$ -	$ -	$ 40,000		Scheduled for November pending availability
Replacement Vehicle (Isuzu) - MOWS (BK 05)	J12126	Muni	$ 62,000	$ 20,000	$ -	N/A	$ -	$ 42,000	$ 62,000	$ -	$ -	$ -	$ 62,000		Scheduled for November pending availability
Replacement Crew Cab Truck BK1018	J12158	Muni	$ 98,000	$ 98,000	$ -	N/A	$ -	$ -	$ 98,000	$ -	$ -	$ -	$ 98,000		Scheduled for January 2027 pending availability
Excavator	J12182	Muni	$ 22,000	$ 22,000	$ -	N/A	$ -	$ -	$ 22,000	$ -	$ 23,445.45	$ 23,445.45	-$ 1,445		Completed
Plant Trailer	J12183	Muni	$ 45,000	$ 7,500	$ 30,000	N/A	$ -	$ 7,500	$ 45,000	$ -	$ -	$ -	$ 45,000		Scheduled for November
Chain Trencher Attachment	J12184	Muni	$ 4,000	$ -	$ 4,000	N/A	$ -	$ -	$ 4,000	$ -	$ -	$ -	$ 4,000		Further market research being undertaken

CAPITAL PROJECT NAME	JOB No.	SOURCE	TOTAL CAPITAL EXPENSE	SALES PROCEEDS	Amount	Description	Amount	MUNI FUND	CURRENT BUDGET	OUTSTANDING POs	ACTUAL EXPENSE	TOTAL COMITTED EXPENSE	VARIANCE	Status	Comment
Aerodrome Infrastructure Upgrades	J12179	Grants	$ 45,000	$ -	$ -	N/A	$ -	$ 22,500	$ 45,000	$ -	$ -	$ -	$ 45,000		Scheduled for January 2027
CWSP 3 - Turkey Nest	J13614A	Grants	$ 36,000	$ -	$ -	N/A	$ -	$ 36,000	$ 36,000	$ -	$ -	$ -	$ 36,000		Scheduled for March 2027 onwards
CWSP Bruce Rock Engineering Drain Easement	J13616	Grants	$ 67,018	$ -	$ -	N/A	$ -	$ 20,118	$ 67,018	$ -	$ -	$ -	$ 67,018		Scheduled for February/March 2027 Awaiting Minister approval
CWSP Program Drilling and Pumps	J13617	Grants	$ 141,188	$ -	$ -	N/A	$ -	$ 51,357	$ 141,188	$ -	$ -	$ -	$ 141,188		Scheduled for February/March 2027 Awaiting Minister approval
TOTAL			**$ 7,754,152**	**$ 239,500**	**$ 88,000**	**$ -**	**$ -**	**$ 1,370,054**	**$ 7,754,152**	**$ 56,181.82**	**$ 31,983.49**	**$ 88,165.31**	**$ 7,450,416.69**		

10.3.3 Budget Amendment – Community Emergency Services Manager (CESM)

File Reference	
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	17 September 2026
Author	Mike Darby - Executive Manager Corporate Services
Authorising Officer	Melissa Haythornthwaite – Acting Chief Executive Officer
Attachments 1. Indicative CESM Cost Sharing between DFES and the Shires of Bruce Rock, Merredin, Narembeen as at 15 September 2026	

Summary

Council is asked to approve several amendments to the 2026-27 Budget, all related to the approval by the State Government for a Community Emergency Services Manager (CESM) jointly shared by the Shires of Bruce Rock, Merredin and Narembeen.

Background

The State Government approved DFES funding for a CESM to be jointly shared by the Shires of Bruce Rock, Merredin and Narembeen on 26 June 2026, in anticipation of this, provision was made in the Shire's 2026/27 budget in one lump sum of $24,000 to cover Bruce Rock's required commitment to this position.

We have now received indicative cost sharing arrangements between the three (3) Shires and DFES, with DFES funding at least 60% of almost all costs and the Shires sharing the remaining 40%.

General Ledger (GL) accounts have now been created and Budget Amendments are required to move the $24,000 accordingly, while also recognising the total costs associated with this position as we are the host Shire, with this also goes the recognition of the contributions from DFES, Merredin and Narembeen.

Consultation

Consultation has been undertaken with the Acting Chief Executive Officer, the Acting Deputy Chief Executive Officer and Bob Waddell of Bob Waddell and Associates (Consultant).

Statutory Environment

Local Government Act 1995 - Section 6.8 states:

6.8. Expenditure from municipal fund not included in annual budget
(1) "A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
(a) is incurred in a financial year before the adoption of the annual budget by the local government; or
(b) is authorised in advance by resolution; or*
(c) is authorised in advance by the mayor or president in an emergency.
** Absolute majority required.*

(1a) In subsection (1) — additional purpose means a purpose for which no expenditure estimate is included in the local government's annual budget.
(2) Where expenditure has been incurred by a local government —
(a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and
(b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

Policy Implications

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

Financial Implications

- These Budget Amendments will maintain a balanced budget with the moving of the $24,000 from GL account 051231 – Fire Prevention Other Expenses, leaving a budgeted amount of $3,502 against this GL. All costs are recognised in full, pro-rata amounts of the annual figures contained in the attached Indicative Cost Sharing, recognising the position being filled from 29 September 2026. All full costs are offset in part by contributions from DFES and the other two (2) Shires

Strategic Implications

Shire of Bruce Rock Strategic Community Plan 2022-2032	
Outcome:	4.0 Governance Priorities
Strategy:	4.3 Proactive and well governed Shire.

Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Failure to adopt the proposed budget amendments may result in the Shire's budget not accurately reflecting the costs associated with hosting the Community Emergency Services Manager (CESM) and the contributions received from DFES, the Shire of Merredin and the Shire of Narembeen. This may impact the accuracy of financial reporting and budget monitoring.	Unlikely (2)	Moderate (3)	Medium (5-9)	Compliance Requirements	Accept Officer Recommendation

Risk Matrix

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

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

Comment/Conclusion

The details of the Budget Amendments are as follows:

- Decrease budget expenditure against GL 051213 – EXP Fire Prevention Other by $24,000;
- Increase budget expenditure against GL 057200 – EXP CESM Employment Costs by $104,683;
- Increase budget expenditure against GL 057201 – EXP CESM Training and Development by $2,000;
- Increase budget expenditure against GL 057202 – EXP CESM Motor Vehicle Expenses by $30,137
- Increase budget expenditure against GL 057207 – EXP CESM Communication Expenses by $1,356
- Increase budget expenditure against GL 057208 – EXP CESM Information Technology Expenses by $1,000
- Increase budget expenditure against GL 057211 – EXP CESM Other Expenses by $5,867
- Increase budget income against GL 057303 – INC CESM Contribution (Shire of Merredin) by $17,133
- Increase budget income against GL 057304 – INC CESM Contribution (Shire of Narembeen) by $17,133
- Increase budget income against GL 057305 – INC CESM Contribution (DFES) by $86,776

The above figures maintain a balanced budget.

Voting Requirements

Absolute Majority

OFFICERS' RECOMMENDATION

That with respect to the budget amendments proposed, Council approve the budget amendments as detailed below to recognise the costs incurred in hosting the Community Emergency Services Manager and the contributions received from DFES and the Shires of Merredin and Narembeen:

1. **Decrease budget expenditure against GL 051213 – EXP Fire Prevention Other by $24,000;**
2. **Increase budget expenditure against GL 057200 – EXP CESM Employment Costs by $104,683;**
3. **Increase budget expenditure against GL 057201 – EXP CESM Training and Development by $2,000;**
4. **Increase budget expenditure against GL 057202 – EXP CESM Motor Vehicle Expenses by $30,137**
5. **Increase budget expenditure against GL 057207 – EXP CESM Communication Expenses by $1,356**
6. **Increase budget expenditure against GL 057208 – EXP CESM Information Technology Expenses by $1,000**
7. **Increase budget expenditure against GL 057211 – EXP CESM Other Expenses by $5,867**
8. **Increase budget income against GL 057303 – INC CESM Contribution (Shire of Merredin) by $17,133**
9. **Increase budget income against GL 057304 – INC CESM Contribution (Shire of Narembeen) by $17,133**
10. **Increase budget income against GL 057305 – INC CESM Contribution (DFES) by $86,776**

ATTACHMENT 1

INDICATIVE CESM COST SHARING BETWEEN DFES AND THE SHIRES OF BRUCE ROCK, MERREDIN, NAREMBEEN AS AT 15/09/2026

ITEM	DESCRIPTION	TOTAL COSTS	DFES	60%	LGs	40%	Bruce Rock	Merredin	Narembeen	RECOUP	FREQUENCY	COMMENTS
EMPLOYMENT COSTS												
Salary	*As negotiated with LG based on LG award/EBA*	$97,000	$58,200	*60%*	$38,800	*40%*	$12,933	$12,933	$12,933	DFES to pay on invoice from Shire	Quarterly	DFES and LG share costs based on agreed ratio. If salary exceeds base Award/EBA, excess costs are LG responsibility.
On Costs (30%)	*Workers Compensation, Superannuation and Annual and Long Service Leave accruals*	$29,100	$17,460	*60%*	$11,640	*40%*	$3,880	$3,880	$3,880	DFES to pay on invoice from Shire	Quarterly	Based on actual LG costs. Adjusted annually in line with statutory changes (e.g. super increases).
Availability Allowance		$12,843	$12,843	*100%*						DFES to pay on invoice from Shire	Quarterly	Refer to Clause 6.6. Subject to EBA indexation.
On-Call Allowance	*Where approved by RDC / MOC*	As incurred		*100%*						DFES to pay on invoice from Shire	Quarterly	Refer to Clause 6.7. Authorised by DFES RDC / MOC.
Overtime – DFES Authorised		As incurred		*100%*						DFES to pay on invoice for DFES authorised overtime	As required	Refer to Clause 6.5. Authorised by DFES RDC / MOC.
Overtime – LG Authorised		As incurred				*100%*					As required	Refer to Clause 6.5. Authorised by LG. Paid under LG Award/EBA.
Other												
OPERATIONAL COSTS												
ICT Equipment	*Includes Laptop Computer, accessories & data card*	$3,000	$3,000	*100%*						DFES to provide		DFES supplied and maintained. Replaced every 3-4 years.
Mobile phone & usage		$1,800	$1,080	*60%*	$720	*40%*	$240	$240	$240	DFES to pay on invoice from Shire	Quarterly	Shire to provide
Vehicle Expenses	*Lease, fuel, servicing and other on-road costs*	$40,000	$24,000	*60%*	$16,000	*40%*	$5,333	$5,333	$5,333	DFES to pay on invoice from Shire	Quarterly	Shire provides vehicle. Insurance arranged by LG. Private use rules to be agreed (FBT compliance). Backup vehicle provision by LG if CESM vehicle is unavailable.
Uniforms / PPE	*Purchase/Maintenance*	$1,000	$1,000	*100%*						DFES to provide – order through DFES Region.	As required	As per DFES Directive *1.3 – Dress Standards.* Initial uniform/PPC costs absorbed by DFES.
Training	*Approved courses attended*	$2,000	$1,200	*60%*	$800	*40%*	$266	$266	$266	DFES to pay on invoice from Shire as required.	Quarterly	Including course fees, travel and accommodation. Aligned to CESM professional development.
Incident Deployment Costs	*As agreed and negotiated between DFES and LG*			*100%*						DFES to pay on invoice from Shire for DFES incidents.	Quarterly	DFES funds CESM deployment costs. Shire to provide purchasing card.
TOTAL		**$186,746**	**$118,783**		**$67,960**		**$22,652**	**$22,652**	**$22,652**			

10.3.4 Budget Amendment – Outdoor Netball Courts

File Reference	
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	17 September 2026
Author	Mike Darby - Executive Manager Corporate Services
Authorising Officer	Melissa Haythornthwaite – Acting Chief Executive Officer
Attachments Nil	

Summary

Council is asked to approve an amendment to the 2026-27 Budget, in relation to the proposed repairs to the Outdoor Netball Courts at the Bruce Rock Recreation Centre.

Background

The original estimate for these works at the time of setting the budget was $20,000, however, the Property Assets and Maintenance Coordinator has since obtained more detailed quotes for these works, with the likely cost now sitting around $40,000. The original estimated cost was budgeted to be funded from the Shire's Sports Facility Replacement Reserve.

Consultation

Consultation has been undertaken with the Chief Executive Officer (prior to taking annual leave), the Acting Chief Executive Officer, and the Property Assets and Maintenance Coordinator.

Statutory Environment

Local Government Act 1995 - Section 6.8 states:

6.8. Expenditure from municipal fund not included in annual budget
(1) "A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
(a) is incurred in a financial year before the adoption of the annual budget by the local government; or
(b) is authorised in advance by resolution; or*
(c) is authorised in advance by the mayor or president in an emergency.
** Absolute majority required.*
(1a) In subsection (1) — additional purpose means a purpose for which no expenditure estimate is included in the local government's annual budget.
(2) Where expenditure has been incurred by a local government —
(a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and
(b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

Policy Implications

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

Financial Implications

- These proposed Budget Amendments will maintain a balanced budget with the proposed works now at a greater cost than first estimated to be funded by a greater transfer from Council's Sports Facility Replacement Reserve. The current balance of the Reserve is $141,914.

Strategic Implications

Shire of Bruce Rock Strategic Community Plan 2022-2032	
Outcome:	4.0 Governance Priorities
Strategy:	4.3 Proactive and well governed Shire.

Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Failure to adopt the proposed budget amendments may result in the Shire's budget not accurately reflecting the costs. This may impact the accuracy of financial reporting and budget monitoring.	Unlikely (2)	Moderate (3)	Medium (5-9)	Compliance Requirements	Accept Officer Recommendation

Risk Matrix

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

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

Comment/Conclusion

The details of the proposed Budget Amendments are as follows:

- Increase budgeted transfer from GL 151309 – TRANSFER FROM - Shire Sports Facility Replacement Reserve by $20,000; and
- Increase budget expenditure against Job J11357 – Rec Centre Netball Courts Resurface, Skin & Repair by $20,000;

The above figures maintain a balanced budget.

Voting Requirements

Absolute Majority

OFFICERS' RECOMMENDATION

That with respect to the budget amendments proposed, Council approve the budget amendments as detailed below to recognise the greater cost of repairs to the Outdoor Netball Courts at the Bruce Rock Recreation Centre and the associated greater transfer from the Shire's Sports Facility Replacement Reserve:

1. **Increase budgeted transfer from GL 151309 – Transfer From - Shire Sports Facility Replacement Reserve by $20,000; and**
2. **Increase budget expenditure on Job J11357 – Rec Centre Netball Courts Resurface, Skin & Repair by $20,000.**

10.4 Regulatory Services

There are no reports requiring a Council decision for the current month.

10.5 Chief Executive Officer

10.5.1 Amendment to Ordinary Council Meeting Start Time

File Reference	
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	9 September 2026
Author	Vanessa Ward – Acting Deputy Chief Executive Officer
Authorising Officer	Melissa Haythornthwaite – Acting Chief Executive Officer
Attachments Nil	

Summary

Council is requested to formally amend the commencement time of the Shire of Bruce Rock Ordinary Council Meetings from 3.00pm to 4.00pm, effective from the October 2026 Ordinary Council Meeting.

The proposed change is intended to provide greater flexibility for Councillors and staff, improve accessibility for members of the community who may wish to attend Council meetings following normal business and working hours, and better align the meeting commencement time with the operational requirements of the Shire.

Background

The Shire of Bruce Rock's Ordinary Council Meetings are currently scheduled to commence at 3.00pm.

Council meetings provide an important opportunity for elected members to consider matters of strategic and operational significance, make decisions on behalf of the community and provide an avenue for community members to observe Council's decision-making processes.

A review of the current commencement time has identified that a 4.00pm commencement may provide greater flexibility for Councillors, staff and members of the community.

Moving the commencement time to 4.00pm would also provide an additional opportunity for members of the public who work during standard business hours to attend Council meetings without needing to leave work earlier.

It is therefore proposed that the commencement time for Ordinary Council Meetings be formally amended to 4.00pm, commencing with the October 2026 Ordinary Council Meeting.

Consultation

Consultation has occurred with the Shire President and the Executive Team

Statutory Environment

Nil.

Policy Implications

Nil.

Financial Implications

There are no significant financial implications associated with the proposed change.

Strategic Implications

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

Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Community members are not adequately informed of the amended meeting time	Unlikely (2)	Minor (2)	Low (1-4)	Compliance Requirements	Accept Officer Recommendation

Risk Matrix

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

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

Comment/Conclusion

The proposed amendment is administrative in nature and does not alter the frequency, location or general conduct of Ordinary Council Meetings.

The change would provide the following potential benefits:

- Improved accessibility for community members who work during normal business hours;
- Greater flexibility for Councillors and staff in managing their work commitments prior to Council meetings;

- Improved opportunity for community members to attend meetings and observe Council's decision-making processes;
- A consistent and clearly communicated commencement time for future Ordinary Council Meetings; and
- An opportunity to better align Council meeting times with the needs of the community and the Shire's operations.

The proposed commencement time of 4.00pm would apply to Ordinary Council Meetings from October 2026 onwards, unless subsequently amended by Council.

The amended meeting time will be communicated through the Shire's usual communication channels and reflected in future Council meeting calendars, agendas and public notices.

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION

That Council:

1. **Amends the commencement time of Ordinary Council Meetings from 3.00pm to 4.00pm, effective from the October 2026 Ordinary Council Meeting; and**
2. **Authorises the Chief Executive Officer to update the Shire's meeting calendar, public notices, website and other relevant communication materials to reflect the amended commencement time.**

10.5.2 Amendment to Delegation 2.2.16 – Defer, Grant Discounts, Waive or Write off Debts

File Reference	
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	15 September 2026
Author	Vanessa Ward – Acting Deputy Chief Executive Officer
Authorising Officer	Melissa Haythornthwaite – Acting Chief Executive Officer
Attachments 1. Copy of Delegation 2.2.16 - Defer, Grant Discounts, Waive or Write Off Debts	

Summary

Council is requested to consider an amendment to Delegation 2.2.16 – Defer, Grant Discounts, Waive or Write Off Debts.

Background

Delegation 2.2.16 – Defer, Grant Discounts, Waive or Write Off Debts is contained on page 48 of the Shire of Bruce Rock Delegation Register.

The delegation is made under the Local Government Act 1995, including sections 5.42 and 5.43 concerning the delegation of powers and duties to the Chief Executive Officer, and section 6.12 concerning the power to defer, grant discounts, waive or write off debts.

The current Council conditions include:

a. The CEO may waive a debt owed to the Shire for fees and charges associated with the hiring of recreation facilities, up to the value of $409.

b. The CEO may write off a rates or service charge debt up to $200 in accordance with the COVID19 Financial Hardship Policy.

c. A debt may only be written off where all necessary measures have been taken to locate/contact the debtor and where the costs associated with continued recovery action will outweigh the net value of the debt.

d. The delegation is limited to individual debts valued below $200 or cumulative debts of a debtor valued below $200, with debts greater than these values to be referred to Council.

The delegation register identifies Policy 2.12 – COVID19 Financial Hardship Policy as a compliance link.

The current wording of condition (b) specifically limits the exercise of the delegation by reference to the COVID19 Financial Hardship Policy.

It is considered appropriate to remove this reference and provide a straightforward delegation for the writing off of rates or service charge debts up to $200, while retaining the existing financial limit and debt recovery requirements.

Consultation

Internal consultation has occurred with the:
Acting Chief Executive Officer; and
Executive Manager Corporate Services

Statutory Environment

The delegation is made pursuant to the Local Government Act 1995:

Section 5.42 provides for a local government to delegate some of its powers and duties to the Chief Executive Officer, subject to the limitations contained in section 5.43. The current Delegation Register identifies sections 5.42 and 5.43 as the legislative basis for the delegation.

Section 6.12 of the Local Government Act 1995 provides a local government with the power to defer, grant discounts, waive or write off debts, subject to the requirements of the Act and other written law.

Policy Implications

The proposed amendment removes the reference to the COVID19 Financial Hardship Policy from Delegation 2.2.16.

Financial Implications

The proposed amendment does not increase the existing financial limit available under the delegation.

The CEO's existing authority to write off rates or service charge debts remains limited to $200, subject to the other conditions of Delegation 2.2.16.

Any write-off exceeding the delegated authority would continue to require referral to Council.

The delegation register currently provides that debts greater than the specified limits must be referred to Council for decision

Strategic Implications

Shire of Bruce Rock Strategic Community Plan 2022-2032	
Outcome:	4.0 Governance Priorities
Strategy:	4.3 Proactive and well governed Shire

Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
The delegation may be exercised inappropriately, resulting in an unauthorised or inappropriate debt write-off.	Rare (1)	Moderate (3)	Low (1-4)	Compliance Requirements	Accept Officer Recommendation

Risk Matrix

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

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

Comment/Conclusion

Delegation 2.2.16 currently permits the Chief Executive Officer to write off a rates or service charge debt up to $200, but the authority is expressly linked to the COVID19 Financial Hardship Policy.

The COVID-19-specific reference is no longer considered necessary for the ongoing administration of minor rates and service charge debts.

The proposed wording:

“Write-off a rates or service charge debt up to $200.”

provides a clearer and more straightforward description of the authority being delegated.

The amendment does not increase the $200 limit or remove the existing requirements relating to debt recovery. The current delegation requires all necessary measures to have been taken to locate/contact the debtor and requires consideration of whether continued recovery costs would outweigh the value of the debt.

The existing provision also requires debts exceeding the delegation limit to be referred to Council.

It is therefore recommended that Council amend Delegation 2.2.16 as proposed.

Voting Requirements

Absolute Majority.

OFFICERS' RECOMMENDATION

That Council amends Delegation 2.2.16 – Defer, Grant Discounts, Waive or Write off Debts, to replace the current wording:

“Write-off a rates or service charge debt up to $200 in accordance with the COVID19 Financial Hardship Policy [s.6.12(1)(c) & (2)].”

with the following wording:

“Write-off a rates or service charge debt up to $200.”

2.2.16 Defer, Grant Discounts, Waive or Write Off Debts

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.6.12 Power to defer, grant discounts, waive or write off debts
Delegate:	**Chief Executive Officer (CEO)**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Waive a debt which is owed to the Shire of Bruce Rock [s.6.12(1)(b)]. 2. Grant a concession in relation to money which is owed to the Shire of Bruce Rock [s.6.12(1)(b)]. 3. Write off an amount of money which is owed to the Shire of Bruce Rock [s.6.12(1)(c)]
Council Conditions on this Delegation:	a. Waive a debt which is owed to the Shire of Bruce Rock [s.6.12(1)(b)], for fees and charges associated with the hiring of recreation facilities, up to the value of $409. b. Write-off a rates or service charge debt up to $200 in accordance with the COVID19 Financial Hardship Policy [s.6.12(1)(c) & (2)]. c. A debt may only be written off where all necessary measures have been taken to locate / contact the debtor and where costs associated with continued action to recover the debt will outweigh the net value of the debt if recovered by the Shire of Bruce Rock. d. Limited to individual debts valued below $200 or cumulative debts of a debtor valued below $200. Write off of debts greater than these values must be referred for Council decision.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Policy 2.12 COVID19 Financial Hardship Policy
Record Keeping:	In accordance with Section 1.1.7

Version Control:

1	Delegation established December 2021
2	Record Keeping Section Amended March 2025.
3	Additional Council Condition,(a. Waive a debt), amended September 2025.

10.5.3 Great Eastern Country Zone Meeting Minutes August 2026

File Reference	1.6.5.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	11 September 2026
Author	Melissa Haythornthwaite - Deputy Chief Executive Officer
Authorising Officer	Mark Furr – Chief Executive Officer
Attachments 1. Great Eastern Country Zone Meeting Minutes - August 2026	

Summary

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

Background

The last Zone meeting was held on 13 August 2026 at the Shire of Bruce Rock.

Consultation

Nil.

Statutory Environment

Nil.

Policy Implications

Nil.

Financial Implications

Nil.

Strategic Implications

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

Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
That Council does not receive the minutes or object to decisions of the GECZ meeting.	Rare (1)	Insignificant (1)	Low (1-4)	Compliance Requirements	Accept Officer Recommendation

Risk Matrix

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives: occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of one (1) has been determined for this item. Any items with a risk rating of 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

Comment/Conclusion

To encourage the ongoing Great Eastern Country Zone partnership and promote a better understanding by all Councillors it is recommended that Zone minutes be read and received by Council. The Shire President, Chief Executive Officer and State Councillor Cr. Strange attended the meeting.

The following items are highlighted for Councils attention:

1. The Zone's strategic priorities remain focused on regional health services, energy and transport networks, housing and GROH, telecommunications, agricultural land use, St John Ambulance, education, waste management and regional subsidiaries.

2. The Shire of Bruce Rock hosted the August meeting and provided the local government host presentation. WALGA President Mayor Mark Irwin attended and provided an update, with presentations also received from Lumen Wheatbelt Study Hubs and the Department of Water and Environmental Regulation.

3. Water Corporation provided an update on the $543 million Goldfields and Agricultural Water Supply Scheme upgrade, including replacement and upgrades to 44.5 kilometres of ageing pipeline and works

to provide an additional 7.2ML of daily scheme capacity. Temporary tanks have also been installed at Burracoppin while permanent replacement options are assessed.

4. Planning for the 2027 Zone Forum is progressing, with the Forum scheduled for 11 March 2027 in Cunderdin under the theme “Growing the Wheatbelt in a Changing World”. Bruce Rock, Dowerin and Kellerberrin have been allocated to develop the “Growing Returns” session, with the completed session template due to WALGA by 16 October 2026.

5. WALGA advised that the review of the Community Sporting and Recreation Facilities Fund and Club Night Lights Program is being undertaken between July and November 2026, ahead of funding rounds reopening in February 2027. CSRFF funding has been maintained at $12 million per annum across the State Budget forward estimates.

6. An update was provided on the Telstra Automatic Transfer Unit Pilot Deployment Program. Progress has been made regarding qualifications and training for personnel connecting generators; however, challenges remain regarding indemnities sought by Telstra from Local Governments and/or the State Government.

7. The Zone supported advocacy seeking a review of the Major Land Transaction provisions as they apply to Local Government-led regional workforce housing projects, with the aim of reducing unnecessary regulatory barriers where housing is being delivered for a public purpose.

8. WALGA provided an update on rural health advocacy, noting that Western Australian Local Governments incurred more than $9.5 million supporting GP services during 2024/25. Advocacy continues for reimbursement of these costs and sustainable rural and remote healthcare service and funding models.

9. The Zone noted WALGA’s H5 Bird Flu update and ongoing activities to support Local Governments following the outbreak.

10. The Zone reaffirmed its commitment to the Memorandum of Understanding for Mutual Aid in Emergencies and Post-Incident Recovery and encouraged member Local Governments to present the MOU to their Councils for consideration and consider integrating it into Local Emergency Management Arrangements.

11. The Zone supported a future presentation from the Department of Creative Industries, Tourism and Sport regarding its responsibilities, strategic priorities and opportunities for engagement with Local Governments.

12. The Zone supported WALGA State Council recommendations to retire five advocacy positions where their objectives have been achieved through legislative reform and supported the proposed new Circular Economy Advocacy Position. Under emerging issues, the Zone also sought WALGA advice on resources for local laws under the new Public Health Act framework and further advocacy on future funding for community and strategic agricultural water supply programs.

13. The next Zone meeting is scheduled for 12 November 2026 and will be hosted by the Shire of Dowerin.

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION

That Council receives the minutes of the Great Eastern Country Zone meeting held on the 13 August 2026 at the Shire of Bruce Rock.

ATTACHMENT 1

WALGA

Great Eastern Country Zone Minutes

13 August 2026

Hosted by the Shire of Bruce Rock
Shire Hall, 54 Johnson St
Commenced at 9:30am

ZONE STRATEGIC PRIORITIES

The following items are the Zone's priority issues, as resolved at the April 2026 Zone meeting:

- Regional Health Services to include:
  - Hospitals
  - Aged Care
  - Future of Nurse Practitioner Service
- Energy, Transport and Road Network
- Regional Housing and GROH
- Telecommunications
- Agricultural Land Use
- St John Ambulance Service
- Education
- Waste Management
- Regional Subsidiaries

TABLE OF CONTENTS

1. OPENING, ATTENDANCE AND APOLOGIES

1.1. OPENING

The Chair opened the meeting at 9:35am.

1.2. ATTENDANCE

<u>**MEMBERS**</u>	**2 Voting Delegates from each Member Council**
Shire of Bruce Rock	President Cr Ramesh Rajagopalan Cr Stephen Strange Mr Mark Furr, Chief Executive Officer, non-voting
Shire of Cunderdin	President Cr Alison Harris Mr Stuart Hobley, Chief Executive Officer, non-voting
Shire of Dowerin	President Cr Darrel Hudson Cr Robert Trepp
Shire of Kellerberrin	Cr Emily Ryan Mr Raymond Griffiths, Chief Executive Officer, voting delegate
Shire of Kondinin	Deputy President, Cr Beverley Gangell Mr Bruce Wright, Chief Executive Officer, non-voting
Shire of Merredin	President Cr Donna Crook Cr Paul Boehme Mr Craig Watts, Chief Executive Officer, deputy delegate
Shire of Mount Marshall	President Cr Tony Sachse
Shire of Mukinbudin	President Cr Gary Shadbolt Ms Tanika McLennan, Chief Executive Officer, non-voting
Shire of Narembeen	President Cr Holly Cusack Deputy President, Cr Hannah Bald Raj Sunner, Executive Manager Corporate Services
Shire of Nungarin	President Cr Pippa de Lacy
Shire of Tammin	Deputy President, Cr Tanya Nicholls Mr Andrew Malone, Chief Executive Officer, non-voting
Shire of Trayning	President Cr Melanie Brown Mr Peter Naylor, Chief Executive Officer, non-voting
Shire of Yilgarn	President Cr Bryan Close Mr Ben Forbes, Chief Executive Officer, non-voting

Shire of Wyalkatchem	Cr Rob Lawson Kerr Mr Tom Kettle, Chief Executive Officer, non-voting

GUESTS

WALGA President	Mayor Mark Irwin
Main Roads WA	Mr Mohammad Siddiqui, Regional Manager Wheatbelt Ms Vicky Eckersley, Customer Services Manager
Wheatbelt Development Commission	Ms Renee Manning, A/Chief Executive Officer
CBH Group	Ms Emma Haak, Planning and Approvals Lead Mr Timothy Roberts, Specialist - Regulatory Approvals
Lumen Wheatbelt Study Hubs	Ms Hannah Crute, Projects and Communications Officer
Department of Water and Environmental Regulation	Ms Renae Thorpe, A/Manager Water Planning, Approvals - Statewide Delivery

WALGA

Mr Sam McLeod, Manager Commercial Services
Ms Habiba Farrag, State Council Governance Officer

1.3. APOLOGIES

MEMBERS

Shire of Dowerin	Cr Ashley Jones Mrs Manisha Barthakur, Chief Executive Officer, non-voting
Shire of Kondinin	Cr Toni Smeed
Shire of Koorda	President Cr Jannah Stratford Deputy President, Cr Gary Greaves Mr Zac Donovan, Chief Executive Officer, deputy voting delegate
Shire of Mt Marshall	Deputy President, Cr Nicholas Gillett Mr Ben McKay, Chief Executive Officer, non-voting
Shire of Narembeen	Ms Rebecca McCall, Chief Executive Officer, deputy voting delegate
Shire of Nungarin	Cr Gary Coumbe Mr David Nayda, Chief Executive Officer, non-voting
Shire of Tammin	President Cr Charmaine Thomson
Shire of Westonia	President Cr Mark Crees Deputy President, Cr Ross Della Bosca Mr Bill Price, Chief Executive Officer

Shire of Wyalkatchem	President Cr Christy Petchell Deputy President, Cr Mischa Stratford
Shire of Yilgarn	Cr Donna Newbury

GUESTS

Regional Development Australia WA	Mr Josh Pomykala, Director Regional Development
Water Corporation	Ms Rebecca Bowler, Manager Customer & Stakeholder – Goldfields & Agricultural Region
Wheatbelt District Emergency Management Committee	Ms Shelby Robinson

MEMBERS OF PARLIAMENT

Hon Melissa Price MP, Member for Durack
Mr Rick Wilson MP, Member for O'Connor
Hon Steve Martin MLC
Mr Lachlan Hunter MLA, Member for Central Wheatbelt
Mr Peter Rundle MLA, Member for Roe

2. ACKNOWLEDGEMENT OF COUNTRY

We, the Great Eastern Country Zone of WALGA acknowledge the continuing connection of Aboriginal people to Country, culture and community, and pay our respects to Elders past and present.

3. DECLARATIONS OF INTEREST

Elected Members must declare to the Chairman any potential conflict of interest they have in a matter before the Zone as soon as they become aware of it. Councillors and deputies may be directly or indirectly associated with some recommendations of the Zone and State Council. If you are affected by these recommendations, please excuse yourself from the meeting and do not participate in deliberations.

Nil.

4. ANNOUNCEMENTS

Nil.

5. LOCAL GOVERNMENT 'VIRTUAL HOST'

A Zone member Local Government is invited to make a short (10 minutes) presentation on what is occurring in their Local Government.

The Shire of Bruce Rock made a presentation at this meeting.

The **Shire of Dowerin** is invited to make a presentation to next Zone meeting, in November.

6. GUEST SPEAKERS

Guest Speaker Protocols

- *The main speaker or keynote address to the Zone will be generally 30 minutes with 15 minutes for questions*
- *Other guest speakers will have a time limit of 20 minutes with 10 minutes for questions.*

6.1. WALGA PRESIDENT'S REPORT

WALGA President, Mayor Mark Irwin AM, provided the President's Report.

RECOMMENDATION

Moved: **Shire of Cunderdin**
Seconded: **Shire of Bruce Rock**

That the WALGA President's Report be received.

CARRIED

6.2. SPEAKERS FOR THE AUGUST ZONE MEETING

6.2.1. LUMEN WHEATBELT STUDY HUBS

Ms Hannah Crute, Projects and Communications Officer

Lumen Wheatbelt Study Hubs provided an overview of the program and the services provided.

Noted

6.2.2. DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION

Ms Renae Thorpe, A/Manager Water Planning, Approvals - Statewide Delivery

Noted

7. MEMBERS OF PARLIAMENT

Nil.

8. AGENCY REPORTS

Agency Reports Protocols
The Zone appreciates and prefers written updates (circulated with the Agenda) wherever possible. Agency representatives are invited to make brief (5 minute) remarks if the speaker wishes to prove context or a further update on a specific matter.

The Zone appreciates if time can be left for questions, typically for around 10 minutes. Briefings on a significant policy proposal or contentious topic are to be dealt with by the agency representative attending as a Guest or Keynote Speaker (item 6).

8.1. DEPARTMENT OF LOCAL GOVERNMENT, INDUSTRY REGULATION AND SAFETY

The Department of Local Government, Industry Regulation and Safety report was submitted for the Zone. (Attachment 2)

Noted

8.2. WHEATBELT DEVELOPMENT COMMISSION

Ms Renee Manning, A/Chief Executive Officer

A verbal update was provided to the Zone.

Noted

8.3. REGIONAL DEVELOPMENT AUSTRALIA WHEATBELT

Mr Josh Pomykala, Director Regional Development is an apology to the meeting.

The Regional Development Australia Wheatbelt report was distributed with the Agenda.

Noted

8.4. WATER CORPORATION

Please see the media release here relating to the announcement of the **winning bid for the GAWSS upgrade**:

WA-based Georgiou Group and SRG Global McConnell Dowell Joint Venture have secured contracts for the pipeline replacement works to deliver the $543 million upgrade of the Goldfields and Agricultural Water Supply Scheme (GAWSS).

The upgrades will enable an additional 7.2ML of additional daily capacity across the scheme.

Works will include:

- Replacements and upgrades of 44.5 kilometres of ageing pipeline, mostly the original pipe, in the Shires of Merredin, Westonia, and Yilgarn, with new sections installed primarily below ground alongside the existing route
- Valve upgrades to improve network reliability
- Upgrades to the Binduli Reservoir in Kalgoorlie, doubling the water storage capacity

Burracoppin tank update:

- The Burracoppin tank is located in the Shire of Merredin. A minor leak was first reported a few years ago and was reported to have worsened significantly in May.
- To take the tank offline to try and fix it immediately, with no interim solution, would have impacted the 50 services receiving water from this part of the scheme.
- Water Corporation has now isolated the old tank and bypassed it with two 50-kilolitre temporary tanks installed on site to avoid water continuing to be lost.
- Permanent replacement options are currently being assessed.

Noted

8.5. CBH

Ms Emma Haak, Planning and Approvals Lead

A verbal update was provided to the Zone.

Noted

8.6. MAIN ROADS

Ms Vicky Eckersley, Customer Services Manager

Questions were provided to Ms Eckersley to Main Roads.

Noted

9. MINUTES

9.1. CONFIRMATION OF MINUTES FROM THE GREAT EASTERN COUNTRY ZONE MEETING HELD ON 11 JUNE 2026

The revised Minutes of the Great Eastern Country Zone meeting held on 11 June 2026 were provided with the Agenda.

RECOMMENDATION

Moved: **Shire of Cunderdin**
Seconded: **Shire of Trayning**

That the Minutes of the meeting of the Great Eastern Country Zone held on 11 June 2026 be confirmed as a true and accurate record of the proceedings.

CARRIED

9.2. BUSINESS ARISING FROM THE MINUTES OF THE GREAT EASTERN COUNTRY ZONE MEETING HELD ON 11 JUNE 2026

Nil.

9.3. MINUTES OF THE GREAT EASTERN COUNTRY ZONE EXECUTIVE COMMITTEE MEETING HELD ON 21 JULY 2026

The Minutes of the Great Eastern Country Zone Executive Committee meeting held on 21 July 2026 were provided as an attachment.

RECOMMENDATION

Moved: **Shire of Nungarin**
Seconded: **Shire of Narembeen**

That the Minutes of the Great Eastern Country Zone Executive Committee meeting held on 21 July 2026 be received.

CARRIED

9.4. BUSINESS ARISING FROM THE GREAT EASTERN COUNTRY EXECUTIVE COMMITTEE MEETING HELD ON 21 JULY 2026

9.4.1. ZONE FORUM

The next Zone Forum is scheduled for 11 March 2027, to be hosted by the Shire of Cunderdin. The Zone has expressed a strong desire for the program to be directly relevant to member Local Governments. The working theme of "***Growing the Wheatbelt in a Changing World***" provides for sessions to consider global/national trends and issues and examine how they may impact on the Wheatbelt.

The Zone's Executive has been considering how to design the Forum to maximise impact and relevance for Zone Members, while managing costs. At its July meeting, the Executive Committee resolved to recommend a Zone-led model, with Zone members being invited to design sessions relevant to specific issues. A proposed framework of the Forum is presented below:

Session	**Topic**	**Potential WALGA SME Assistance**	**Responsible Members "Session Group"**	**Potential Speakers/Ideas**
Welcome breakfast (from 7 am)				
Session 1 (~70 mins)	**Growing returns** (Supporting industry and employment in the Wheatbelt - perhaps Ag, Energy, Manufacturing)	Economics	Bruce Rock, Dowerin, Kellerberrin	Relevant Ministers/Decision-makers; DPIRD (biomass etc.); Wheatbelt Development Commission; Agronomist; Interstate keynote; Energy policy specialists; success stories from local businesses
Morning Tea (10am)				
Session 2a (~60 mins)	**Growing and caring** (Health, Housing, and/or Wellbeing)	Community	Merredin, Kondinin, Cunderdin	DoHW; Minister for Housing; DevelopmentWA; WACHS; Rural Health West; Minister for Health; Mental Health Orgs; Minister for Education
Session 2b (~60 mins)	**Growth and movement** (The future of agricultural and mining supply chains)	Infrastructure	Yilgarn, Westonia, Trayning	Arc Infrastructure; CBH; Main Roads; WAPOL; Road Safety Commission; trucking companies; transport researchers
Lunch (1 pm)				
Session 3 (~70 mins)	**Growing Resilience** (Emergency Management and essential infrastructure - e.g. telecoms, fuel, water)	EM Community	Mount Marshall, Tammin, Wyalkatchem, Koorda	DFES; Fuel Coordinator; Community organisations; Disaster management experts; Telstra; Water Corp; Western Power
Afternoon Tea (3:30 pm)				

Session	Topic	Potential WALGA SME Assistance	Responsible Members "Session Group"	Potential Speakers/Ideas
Session 4 (~60 mins)	**Growing the future** (Advocacy and development for the leaders of tomorrow; community development; equity/inclusion)	Advocacy; Community	Narembeen, Nungarin, Mukinbudin	Current and former leaders (MPs, community leaders, Noongar elders, council members, member CEOs, sector legends, journalists etc.); advocacy specialists, etc.
Sundowner (5 pm)				

The Group of Zone members (including delegates and any support staff from their Local Governments) assigned to each session (the "Session Group") is therefore asked to determine and agree:

1. The format of each session - including whether it involves:
   a. A single keynote address (with or without audience Q+A),
   b. Consecutive presentations (with or without Q+A),
   c. Panel discussions (with or without Q+A),
   d. Audience workshop-style table discussions
   e. Other content

2. The list of desired speakers for the session, with:
   a. The intended role of each speaker:
      i. within the proposed format (are they delivering a keynote, participating in a panel, taking audience questions, etc.); and
      ii. particular topics or things the speaker is requested to address

      with enough detail for WALGA to convert into personalised email requests.
   b. Additional/substitute speakers, with a clear order of preference, to enable WALGA to recruit enough speakers for the intended session format.

A template for this purpose has been prepared overleaf:

Template: Zone Forum Session Summary (to be fully completed by each Session Group)

<table>
<tr><td>Session number and topic:</td><td colspan="4">[E.g. Session 1 - Growing returns – Future of grain growing and new tourism opportunities in the central Wheatbelt)]</td></tr>
<tr><td>Format:</td><td colspan="4">[Please describe – whether it involves:
1. A single keynote address (with or without audience Q+A),
2. Consecutive presentations (with or without Q+A),
3. Panel discussions (with or without Q+A),
4. Audience workshop-style table discussions
5. Other content
Please describe how you would like time within the session to be allocated with as much detail as possible.]</td></tr>
<tr><td>What key focus areas or issues do you want to explore in this session?</td><td colspan="4">[Please describe the main focus of what is to be presented, and what you want the audience to come away with at the end of the session. What will the audience most like? What would be most valuable for the audience? How does the proposed format ensure the audience get the most value from this topic?]</td></tr>
<tr><td>Proposed number of speakers and roles within session</td><td colspan="4">[Describe how many speakers you would like within the session, and what you would like them to do. For example, you might specify:
1. One main keynote speaker, with one secondary speaker, followed by both participating in audience Q+A
2. Three very brief presentation followed by a panel discussion
3. Three consecutive short presentations and then a panel discussion with audience Q+A at the end
4. A facilitated workshop – including a briefing and then input from each table
5. Etc</td></tr>
<tr><td>Requested Speakers</td><td>Who is this speaker?</td><td>What is their intended role within the proposed format (what would you like this speaker to do)?</td><td>What topics, issues, or ideas would you like this speaker to address?</td><td>Who would be the best substitute if this person is not available?</td></tr>
<tr><td>Most preferred speaker:</td><td>[Insert the name of a person]</td><td>[Are they delivering a keynote, participating in a panel, taking audience questions, etc.?]</td><td>[What do you want them to focus on? Topics to address and any subjects to avoid?]</td><td>[Insert the name of a person]</td></tr>
<tr><td>Second preferred speaker:</td><td>[Insert the name of a person]</td><td>[Are they delivering a keynote, participating in a panel, taking audience questions, etc.?]</td><td>[What do you want them to focus on? Topics to address and any subjects to avoid?]</td><td>[Insert the name of a person]</td></tr>
<tr><td>Third preferred speaker:</td><td>[As above]</td><td>[As above]</td><td>[As above]</td><td>[As above]</td></tr>
<tr><td>Fourth preferred speaker:</td><td>[As above]</td><td>[As above]</td><td>[As above]</td><td>[As above]</td></tr>
<tr><td>Fifth preferred speaker:</td><td>[As above]</td><td>[As above]</td><td>[As above]</td><td>[As above]</td></tr>
<tr><td>Sixth preferred speaker:</td><td>[As above]</td><td>[As above]</td><td>[As above]</td><td>[As above]</td></tr>
<tr><td>Seventh preferred speaker:</td><td>[As above]</td><td>[As above]</td><td>[As above]</td><td>[As above]</td></tr>
</table>

[To complete the template, please replace all text in square brackets]

It is proposed that each Session Group will:

1. Meet or discuss separately to develop their session no later than **the end of September** (each Session Group is to organise their own meeting, WALGA officers may be able to attend if requested);
2. Once agreed, complete and return the template to WALGA no later than **16 October 2026**;
3. Provide a brief (2 minute) summary of the proposed format at the **November Zone meeting** (which will provide an opportunity for discussion and any final refinement of the program across the sessions);
4. Liaise with WALGA and meet with the MC to finalise their session and brief speakers, etc. between **November and March**.

The session groups have been suggested based on Local Governments likely to have an interest in the topics. Delegates would be welcome to swap between sessions groups or be involved in multiple session groups, in the interest of developing the best possible program.

RECOMMENDATION

Moved: Shire of Trayning
Seconded: Shire of Merredin

That the Great Eastern Country Zone:

1. Endorse the proposed Forum program design approach;
2. Appoint the member delegates to the Session Groups (allowing any swapping between groups by agreement between delegates);
3. Request Session Groups provide their completed template to the Executive Officer by 16 October 2026; and
4. Request Session Groups provide a summary of their proposed session at the November Zone meeting.

CARRIED

10. WALGA STATE COUNCIL EXECUTIVE REPORTS

10.1. STATE COUNCILLOR REPORT

Cr Stephen Strange

RECOMMENDATION

Moved: Shire of Wyalkatchem
Seconded: Shire of Mukinbudin

That the State Councillor Report be received.

CARRIED

10.2. STATUS REPORT

Noted

Agenda Item	Zone Resolution	WALGA Response	Update Last Provided	WALGA Contact
13 November 2025 Zone Agenda Item **16.2 Review of the Community Sporting and Recreation Facilities Fund (CSRFF)**	That the Great Eastern Country Zone: 1. Express its concern at the ongoing review of the Community Sporting and Recreation Facilities Fund (CSRFF) without a timeline for completion or confirmation of the program's future structure or funding levels. 2. Request WALGA to advocate to the Minister for Sport and Recreation and the Department of Creative Industries, Tourism and Sport (CITS) for: a. Public release of the CSRFF review's scope, commencement date and expected completion timeline; b. Confirmation of the program's continuation and funding levels beyond the review period, with increases to reflect inflation, demand, and regional construction costs; c. Commitment that CSRFF will remain a merit-based, transparent, and equitable program accessible to regional and metropolitan communities alike; and d. Urgent communication of future funding round dates to enable regional local governments and community clubs to plan projects effectively. 3. Request WALGA to highlight to the Minister that the lack of certainty around CSRFF is jeopardising the fruition of regional projects vital to community wellbeing, participation, and sustainability.	In July the CITS website was updated to advise that the review of the CSRFF and CNLP is being conducted between July and November 2026 ahead of funding rounds opening in February 2027. WALGA advocated strongly for meaningful sector consultation in the review as well as further information on the impact on current and future rounds. WALGA has agreed to lead Local Government consultation on behalf of CITS in July – August, including a short CITS survey and targeted workshops. An WALGA Members survey will gather additional insights to create a robust evidence base of Local Government feedback and inform the sector-wide response to the review and broader WALGA advocacy. WALGA will continue to engage with CITS on the review, including recommending ongoing engagement with Local Governments on the anticipated updated program guidelines and reopening of funding rounds in February 2027. The sector consultation and data analysis undertaken by WALGA will inform ongoing advocacy relating to CSRFF, CNLP and community infrastructure investment. CSRFF funding has been maintained at $12 million per annum across the forward estimates in the 2026-27 State Budget.	**August 2026**	**Nicole Matthews** **Executive Manager Policy** **nmatthews@walga.asn.au** **9213 2039**
13 February 2025 Zone Agenda Item **14.1 WA Telstra Automatic Transfer**	That the Great Eastern Country Zone requests WALGA organise a roundtable with WALGA, Telstra, Department of Fire and Emergency Services and Department of Primary Industries and Regional	Negotiations with Telstra / InfraCo and the State Government through DPIRD are continuing with the objective of implementing clear backup generator deployment	**June 2026**	**Ian Duncan** **Executive Manager Infrastructure** **iduncan@walga.asn.au**

Unit Pilot Deployment Program	Development to discuss the drafting of Community Support Agents Agreement for the implementation of the WA Telstra Automatic Transfer Unit Pilot Deployment Program.	arrangements in place for the 2026/27 high threat season. Progress has been made in relation to required qualifications and training for people to connect the generators to an ATU. Significant challenges remain regarding the indemnities sought by Telstra from Local Governments and / or the State Government.		**9213 2031**

11. ZONE REPORTS

11.1. CHAIR REPORT

President Cr Tony Sachse

Welcome to our fourth meeting for 2026.

The Zone Executive met on 21st July 2026. The Minutes of the meeting are attached.

The Shire of Bruce Rock are hosting and providing the 10-minute presentation today.

Special Welcome to WALGA President Cr Mark Irwin. We look forward to your address and update on WALGA business.

We also have the Wheatbelt LUMEN Study Hubs presenting today.

Thank you also to all the Agency representatives for sending in their respective reports and to those who are attending today.

Many thanks to our Executive Officer Sam McCeod and Executive Assistant Habiba Farrag from WALGA for their great support to our Zone. Thanks again to the Shire of Bruce Rock for hosting us today.

RECOMMENDATION

Moved: **Shire of Yilgarn**
Seconded: **Shire of Merredin**

That the Zone Chair's report be received.

CARRIED

11.2. WHEATBELT DISTRICT EMERGENCY MANAGEMENT COMMITTEE (DEMC)

President Cr Tony Sachse

Natalie Bell is now the District Emergency Management Advisor for the Wheatbelt District. She is filling the role for Shelby Robinson until February next year while she is on extended leave.

The last meeting of the Wheatbelt DEMC was an Annual Exercise, on **Wednesday 6 May 2026** from **10am-1pm**. The meeting and exercise related to the consequences of a prolonged water disruption across our region, and its impacts on communities and essential services. At the time of writing the minutes for this have not yet been distributed. There is a EM Webinar scheduled for Wednesday 26th August. This presentation is by Telstra who will provide insight on their Accessible Satellite Apps.

The Wheatbelt Operational Area Support Group (OASG)/ISG is now meeting on an as needed basis.

RECOMMENDATION

Moved: Shire of Narembeen
Seconded: Shire of Tammin

That the Wheatbelt District Emergency Management Committee Report be received.

CARRIED

12. ZONE BUSINESS

12.1. MAJOR LAND TRANSACTION PROVISIONS – REGIONAL WORKFORCE HOUSING PROJECTS

By Shire of Narembeen

PURPOSE

To seek WALGA Great Eastern Country Zone support for advocacy to the State Government regarding amendment of the *Local Government (Functions and General) Regulations 1996* to provide greater flexibility for local government-led workforce housing projects undertaken for a public purpose.

BACKGROUND

Rural and regional local governments across Western Australia are increasingly being required to take a direct role in facilitating housing delivery due to ongoing housing shortages, workforce attraction challenges and limited private sector development in smaller communities.

Many local governments are now investing significant capital into workforce housing projects to support the attraction and retention of essential personnel including teachers, police officers, health professionals, emergency service personnel and local government employees.

Under the current legislative framework, workforce housing projects may become subject to the Major Land Transaction provisions contained within section 3.59 of the *Local Government Act 1995.*

Whilst the policy intent of the Major Land Transaction provisions is understood and supported, the provisions can unintentionally capture relatively modest workforce housing projects in regional communities.

The Major Land Transaction threshold is currently the lesser of $2,000,000 or 10% of a local government's annual operating expenditure. For many rural and regional local governments, the applicable threshold is therefore significantly less than $2,000,000.

For example, a local government with annual operating expenditure of approximately $9 million would be captured at a threshold of approximately $900,000. In today's construction market, this may equate to as few as two workforce dwellings.

As a consequence, local governments seeking to deliver housing for teachers, police officers, health professionals, local government employees and other essential workers can quickly become subject to Major Land Transaction requirements despite the project being undertaken for a clear public purpose and without any commercial profit motive.

A practical challenge is that workforce housing projects are often captured because a long-term lease is considered a form of land transaction or disposal under the legislation, notwithstanding the local government retains ownership of both the land and dwellings.

In many cases, the local government is not selling land, divesting assets or undertaking a commercial venture. Rather, it is investing significant capital and assuming financial risk to deliver housing outcomes that support essential government services and broader community wellbeing.

DISCUSSION
The current housing shortage across regional Western Australia has resulted in local governments increasingly partnering with State Government agencies and other stakeholders to deliver workforce housing solutions.

Recent examples include Government Regional Officers Housing (GROH), key worker housing initiatives and regional workforce accommodation projects being pursued by individual local governments and regional groupings such as NEWROC, ROEROC, WEROC and 4WDL.

There may be merit in reviewing the exemption provisions contained within the *Local Government (Functions and General) Regulations 1996 to* determine whether local government workforce housing projects delivered for a public purpose should be afforded separate consideration (be exempt) from Major Land Transaction Provisions).

Any such amendment could be limited to projects where:
- The primary purpose is workforce attraction and retention;
- The housing supports essential government services or identified workforce shortages;
- The local government retains ownership of the land and housing assets;
- The project is not being undertaken for commercial profit; and
- The project demonstrably addresses housing market failure within regional communities.

Such an approach would continue to preserve transparency and accountability whilst reducing unnecessary administrative burden and supporting the delivery of regional housing outcomes.

SECRETARIAT COMMENT
WALGA recognises that lack of available housing is a significant constraint for regional Local Governments. As a result, a growing number of Local Governments are increasingly compelled to provide housing to attract and retain key workers.

Further investigation may identify opportunities to reduce red tape for local governments. This may be suitable in circumstances where key projects meet pre-determined public purpose criteria.

In addition, it would be reasonable to review the value thresholds prescribed for Major Land Transactions to consider whether they reflect current property and construction values, and future market growth. While the tender threshold prescribed in the *Local Government (Functions and General) Regulations 1996* was increased in 2020, values prescribed for Major Land Transactions and Major Trading Undertakings have not been adjusted since 2011. Some values prescribed for exempt disposals of property have not been increased since the regulations were introduced in 1996.

RECOMMENDATION

Moved: **Shire of Narembeen**
Seconded: **Shire of Wyalkatchem**

That the WALGA Great Eastern Country Zone:

1. **Supports advocacy to the Minister for Local Government and to the Minister for Planning and Lands; Housing and Works seeking a review of the Major Land Transaction exemption provisions contained within the *Local Government (Functions and General) Regulations 1996* as they relate to local government-led workforce housing projects undertaken for a public purpose.**
2. **Requests WALGA State Council investigate and advocate for regulatory amendments which recognise workforce housing projects delivered by local governments to support essential services, workforce attraction and workforce retention in regional Western Australia.**
3. **Requests WALGA engage with the Department of Local Government, Industry Regulation and Safety and relevant State Government agencies to identify opportunities to reduce unnecessary regulatory barriers impacting delivery of local government workforce housing projects.**

CARRIED

12.2. RURAL HEALTH ADVOCACY UPDATE

By Hannah Godsave, Manager Community Policy

POLICY IMPLICATIONS

This work aligns to WALGA Advocacy Position 3.2.2 Rural and Remote Healthcare Services:

The Western Australian and Australian Governments are responsible for ensuring that all West Australians have equitable access to primary healthcare services, regardless of their location. Local Governments should not have to step in to support the provision of these services for their communities.

1. *WALGA calls on the Western Australian and Australian Governments to address the systemic failures in the provision of rural and remote primary healthcare services, including through:*
    a. *the development and implementation of adequate, appropriate and sustainable funding models*

b. incentivising rural and remote healthcare workforce recruitment and retention.

2. Local Governments should be reimbursed for costs incurred to support the provision of primary healthcare services until sustainable funding and workforce models are in place.

September 2025

COMMENT

WALGA continues to advocate for measures to address the cost impost borne by Local Governments supporting GP services. The WALGA 2025 General Practice Support Survey Report (the Report) identified that in 2024-25, West Australian Local Governments incurred over $9.5 million in costs associated with supporting GP services.

WALGA is progressing advocacy efforts to advance the priorities and strategic objectives of the revised Rural and Remote Healthcare Services Advocacy Position endorsed by State Council in September 2025 across three related streams:

- raising awareness of the scale of support Local Governments are providing and that this is not a Local Government responsibility, including in:
  - meetings with State and Federal Ministers, Members of Parliament and the National Rural Health Commissioner
  - discussions with key health stakeholders including key State Government agencies
  - a submission and evidence provided to the Commonwealth Inquiry into rural, regional and remote Medicare access and funding
  - presenting at the Local Government Rural Health Funding Alliance Canberra Session in June 2026
  - sharing insights and progress with ALGA and Local Government Associations, including sharing the WALGA survey methodolgy to support the collection of nationally comparable data.
- calling for sector reimbursement, including the $9.5 million per annum reimbursement fund ask within the WALGA 2026-27 Federal and State Budget Submissions
- facilitating cross-sector collaboration with health organisations to develop and advocate for sustainable service and funding model reforms that would reduce or remove the need for Local Government support and identifying opportunities to engage with the Commonwealth and State Governments' strategic reform direction.

Building on the existing partnership with Rural Health West, WALGA has brought together key health organisations to investigate practical, WA focussed alternative service and funding models. This approach also provides joint advocacy opportunities to increase the reach and impact of WALGA advocacy. The group provides a strong foundation for the development of sustainable, system-wide policy solutions responsive to the needs of communities, service providers and government stakeholders. The group includes: the Royal Australian College of General Practitioners WA, Australian Medical Association WA Rural Doctors Group, Health Consumers' Council WA, and Curtin University Medical School. The work has also been informed by input from WA Country Health Service, the WA Primary Health Alliance and the Office of the Chief Medical Officer. The work has also been informed by WALGA's discussions with the National Rural Health Commissioner in late July.

The group's findings and recommendations will be shared and tested with Members ahead of finalisation. WALGA is also considering mechanisms to support ongoing Member engagement and collaboration on this issue, including opportunities for participation in advocacy activities.

WALGA welcomes ongoing Member engagement and collaboration on this important issue. Local Governments are uniquely placed to demonstrate the real community and human impacts of this issue, which is critical to ensuring advocacy is credible, meaningful and effective.

Noted

12.3. H5 BIRD FLU UPDATE

WALGA has prepared an item for noting, available in the State Council Agenda (item 10.6) which provides an update on WALGA's activities to support Local Government Members since the outbreak.

Noted

12.4. ZONE MUTUAL AID MEMORANDUM OF UNDERSTANDING

By Catherine Feeney, LEMA Implementation Project Officer, and Sam McLeod, Zone Executive Officer

At the February meeting, the Zone agreed to a simplified process to renew and note the long standing in-principle agreement intended to encourage the voluntary provision of mutual aid between Local Government members in times of emergency and post-incident recovery. Several Zones have established similar mutual aid arrangements.

The Zone previously adopted a standing Mutual Aid Memorandum of Understanding (MOU) as a non-binding framework to support cooperation between member Local Governments during emergencies and post incident recovery.

The MOU does not create legal or financial obligations and preserves CEO discretion regarding the provision of any assistance, subject to local capacity and operational priorities.

Instead of formal signing and ratification, the Zone is requested to reaffirm a general commitment to the principles in the MOU. This reaffirmation is proposed to occur prior to the high-threat season to maintain awareness and readiness.

Following the Zone's resolution, each member Local Government is each invited to endorse the principles outlined in the MOU.

The purpose of Council endorsement is to acknowledge support for the principles of cooperation and ensure broad awareness of the MOU. WALGA has also prepared a pro-forma draft Council item template for inclusion in upcoming Council meeting papers for this purpose.

Importantly, decisions regarding the provision of personnel, plant, equipment or services remain the operational decisions of the Chief Executive Officer.

ATTACHMENTS
- GECZ MOU for Mutual Aid 2026
- MOU for Mutual Aid - Draft Agenda Item Template

RECOMMENDATION

Moved: **Shire of Yilgarn**
Seconded: **Shire of Narembeen**

That the WALGA Great Eastern Country Zone:
1. **Notes and reaffirms commitment to the principles expressed in the Memorandum of Understanding for Mutual Aid in Emergencies and Post-Incident Recovery; and**
2. **Encourages Zone members to:**
   a. **Present the MOU for the consideration of its Council; and**
   b. **Consider integrating the MOU into its Local Emergency Management Arrangements.**

CARRIED

12.5. REQUEST TO PRESENT – DEPARTMENT OF CREATIVE INDUSTRIES, TOURISM AND SPORT (CITS)

The Department of Creative Industries, Tourism and Sport (CITS) is responsible for supporting and growing Western Australia's creative industries, tourism, sport and active recreation sectors. The Department works in partnership with government, industry and community stakeholders to deliver social, cultural and economic benefits across the State. CITS is interested in engaging further with Local Governments through the Zones.

For those Zones that are interested, the presentation will provide an overview of CITS, including its responsibilities, strategic priorities and key areas of focus. The session will explore the Department's role in supporting communities across Western Australia and highlight opportunities for engagement and collaboration between CITS and Local Governments. The presentation will conclude with a question-and-answer session, providing Zone members with the opportunity to discuss matters of interest relevant to their communities and regions.

RECOMMENDATION

Moved: **Shire of Trayning**
Seconded: **Shire of Merredin**

That the Great Eastern Country Zone <u>supports</u> a presentation from the Department of Creative Industries, Tourism and Sport (CITS) at a future Zone meeting and that questions be provided to the WALGA Secretariat prior to the CITS representative attending the Zone meeting.

CARRIED

12.6. CONSULTATION OPPORTUNITIES

Nil.

13. WALGA STATE COUNCIL AGENDA

Zone Delegates are invited to read and consider the WALGA State Council Agenda, which has been provided as an attachment with this Agenda and can be found via the link here.

The Zone can provide comment or submit an alternative recommendation on any of the items, including the items for noting. The Zone comment will then be presented to the State Council for consideration at their meeting.

The State Council Agenda items requiring a decision of State Council are extracted for Zone consideration below.

13.1. RETIREMENT OF ADVOCACY POSITIONS ACHIEVED BY REFORM – STATE COUNCIL AGENDA ITEM 8.1

By Felicity Morris, Manager Governance and Procurement

EXECUTIVE SUMMARY

- WALGA has been undertaking a process of reviewing and updating Advocacy Positions.
- Five Advocacy Positions within Section 2 (Governance and Organisational Services) of the Advocacy Position Manual have been reviewed, with a recommendation to retire these Positions as their intended outcomes have been achieved through legislative changes.
- The Governance Advisory Group considered these positions at their meeting held on 22 July 2026 and recommends the retirement of these positions to State Council.

POLICY IMPLICATIONS

This report recommends that the below items be retired from the existing WALGA Advocacy Positions Manual.

<u>2.5.17 – Clear Lease Requirements for Candidate and Vote Eligibility</u>

The Local Government sector supports reforms to prevent the use of 'sham leases' in Council elections, including:

1. *Requiring a minimum lease period of 12 months for anyone to register a person to vote or run for Council;*
2. *Making home-based businesses ineligible to register a person to vote or run for Council because any residents are already eligible voter(s) for that address;*
3. *Clarifying the minimum criteria for leases eligible to register a person to vote or run for Council; and*
4. *Publishing the basis of eligibility for each candidate (e.g. type of property and suburb of property), including in the candidate pack for electors.*

<u>2.5.19 Re-Counts</u>

The Local Government sector supports the introduction of standard processes for vote re-counts if there is a very small margin (e.g. 10 or fewer votes) between *candidates, inclusive of Regulations that specify the circumstances in which the Returning Officer must arrange for some or all of the votes to be re-counted.*

2.5.27 – Annual Review of Certain Employee's Performance
Section 5.38 of the Local Government Act 1995 should be deleted, or amended so there is only a specific requirement for Council to conduct the Chief Executive Officer's annual performance review.

2.5.33 – Vexatious and Frivolous Complainants
A statutory provision should be developed, permitting a Local Government to:
1. *Enable discretion to refuse to further respond to a complainant where the CEO of the Local Government is of the opinion that the complaint is trivial, frivolous or vexatious or is not made in good faith, or has been determined to have been previously properly investigated and concluded, similar to the terms of section 18 of the Parliamentary Commissioner Act 1971.*
2. *Provide for a complainant, who receives a Local Government discretion to refuse to deal with that complainant, to refer the Local Government's decision for third party review.*
3. *Enable Local Government discretion to declare a member of the public a vexatious or frivolous complainant for reasons, including abuse of process; harassing or intimidating an individual, Elected Member or employee of the Local Government; or unreasonably interfering with the operations of the Local Government.*

2.6 Group Ticket Voting
The Local Government sector supports the removal of group ticket voting from the Legislative Council electoral system, and supports reforms modelled on the Senate reforms of 2016.

BACKGROUND
The Governance Advisory Group currently oversees approximately 100 Advocacy Positions on a wide range of issues. As part of a comprehensive review program, the WALGA Governance team is assessing these positions to identify opportunities to streamline and strengthen existing Advocacy Positions, while also updating or retiring those that have become outdated or superseded. At the meeting held on 22 July 2026, the Governance Advisory Group agreed to recommend to State Council the retirement of the positions outlined in this report.

COMMENT
Following recent legislative changes, particularly the ongoing reforms to the *Local Government Act 1995* (the Act), several positions have been identified for retirement as their objectives have been achieved.

2.5.17 – Clear Lease Requirements for Candidate and Vote Eligibility
This Position was adopted at the February 2022 Special State Council meeting.

Amendments to the Act and *Local Government (Elections) Regulations* 1997 have achieved the following:
- Requirement of a right of occupation for a period of 12 months prior to an enrolment eligibility claim (Section 4.32(3)).
- Occupation of a residence does not constitute occupation for the basis of enrolment, with the effect that home based businesses are ineligible, while residents are enrolled on the residents' roll (Elections r.10A(2)(a)).

- Detailed minimum requirements for leases to constitute a basis for enrolment (Section 4.23, Elections r.10A, 12B, 12C).
- The basis of enrolment eligibility (resident, owner or occupier) must be identified by the Returning Officer and included in the information that must be published about each candidate for election (Elections r.29A).

Given that all elements of Position Statement 2.5.17 have been addressed through legislative reform, it is recommended that this Advocacy Position be retired.

2.5.19 Re-Counts
This Position was adopted at the December 2023 State Council meeting.

Amendments to the *Local Government (Elections) Regulations 1997* in 2025 introduced a new Part 12D, establishing requirements for mandatory recounts if the margin is less than a defined re-count threshold.

Given that the objective of the Position has now been achieved, it is recommended that this policy position be retired.

2.5.27 – Annual Review of Certain Employee's Performance
Section 5.38 of the Act has been amended to specify that the Local Government (Council) is responsible for the Chief Executive Officer's performance review, while the CEO is responsible for ensuring that the performance of each other employee for more than 1 year is reviewed.

When the *Local Government Amendment Act 2023* takes full effect, Section 5.38 will be further amended to expand on the process required for a CEO performance review and remove all references to employees other than the CEO.

As the required change has been achieved it is recommended that Position 2.5.27 be retired.

2.5.33 – Vexatious and Frivolous Complainants
This Position was adopted at the March 2019 State Council meeting.

On 1 January 2026, amendments to the Act took effect inserting a new Part 5, Division 11 – Restricting communication about complaints.

The new provisions:
- Provide CEOs with the authority to restrict communication with complainants in certain circumstances, including where the complaint has been responded to, would divert substantial resources, is vexatious, misconceived, frivolous or without substance.
- Provide a mechanism for review and oversight by the Local Government Inspector.

Considering these legislative changes, it is proposed that that Position 2.5.33 be retired, as the intent of the Advocacy Position has been substantially addressed through the Act.

2.6 Group Ticket Voting
This Position was adopted at the June 2021 State Council meeting.

Amendments to the *Electoral Act 1907* have implemented reforms that abolish group ticket voting and introduce optional preferential voting for the Legislative Council. These changes were affected through legislative amendments, including the removal of Part IV (ss. 104–133) by the *Electoral Amendment (Finance and Other Matters) Act 2023*.

Given that the objective of Position 2.6 has now been achieved, it is recommended that this Advocacy Position be retired.

WALGA RECOMMENDATION That State Council retire the following Advocacy Positions: 1. 2.5.17 – Clear Lease Requirements for Candidate and Vote Eligibility 2. 2.5.19 – Re-Counts 3. 2.5.27 – Annual Review of Certain Employee's Performance 4. 2.5.33 – Vexatious and Frivolous Complainants 5. 2.6 – Group Ticket Voting

RECOMMENDATION

Moved: **Shire of Cunderdin**
Seconded: **Shire of Tammin**

That the Great Eastern Country Zone supports the WALGA recommendation for State Council Agenda item 8.1 as contained in the State Council Agenda and as provided above.

CARRIED

13.2. CIRCULAR ECONOMY ADVOCACY POSITION – STATE COUNCIL AGENDA ITEM 8.2

By Rebecca Brown, Policy Manager, Environment and Waste

EXECUTIVE SUMMARY

- A new Advocacy Position on circular economy is proposed.
- To focus future advocacy, a draft Advocacy Position was developed for sector feedback, supported by a Background Paper.
- The paper identified the potential that transitioning to a circular economy has to reduce cost of living pressures, maximise use of resources and reduce a range of environmental impacts associated with the manufacture, distribution and post consumption management of products.
- The Advocacy Position was endorsed by the Municipal Waste Advisory Council at its final meeting on 18 June 2026 and noted by the Environment, Planning and Waste Advisory Group at its 13 July 2026 meeting.

STRATEGIC PLAN IMPLICATIONS

This item aligns with WALGA's Strategic Pillars:

- **Influence:** Lead advocacy on issues important to Local Government and lead policy development for the Local Government sector.
- **Support**: Anticipate, understand and respond to Member needs.

POLICY IMPLICATIONS

A new policy position on circular economy is proposed:

1. *Local Government supports the principle of a circular economy and recognises its potential to:*
    a. *maximise the value and use of resources through a products life cycle*
    b. *minimise environmental and financial impacts associated with the manufacture, distribution and post consumption management of products.*
2. *Local Government calls on the:*
    a. *State Government to undertake a detailed study to determine how Western Australia can move toward a circular economy.*
    b. *Australian Government to:*
        i. *establish and maintain a regulated product stewardship framework for products entering the Australian market*
        ii. *set standards to ensure products are designed to be durable, reused, repaired and recycled at their highest value*
        iii. *implement Right to Repair Legislation, including incentives, training and cost-effective insurance options.*
    c. *Australian and State Governments to take a collaborative approach to:*
        i. *identify and remove legislative barriers to enable more circular approaches*
        ii. *streamline Government approvals processes and facilitate innovation*
        iii. *embed circular procurement practices across Government*
        iv. *support and provide incentives for recovered materials infrastructure and market development for priority materials across Western Australia.*

BACKGROUND
Circular economy is defined as 'an economic strategy that maintains the value of materials for as long as possible and ensures materials are used efficiently across all phases of their life cycle'. WALGA submissions on the review of the State Waste Strategy identified that an overall State Government position on a circular economy for Western Australia is needed, recommending that State Government, in consultation with Local Governments, develop a position and plan for a circular economy in Western Australia which includes consideration of costs, benefits and options.

WALGA's submission to the Productivity Commission Inquiry into Opportunities in the Circular Economy further highlighted priority action areas to promote circularity. This included the important role of procurement, the need for quality assurance and market development for recovered materials, specific programs and incentives to shift consumer behaviours, the Right to Repair and a mandated product stewardship framework.

A defined circular economy position and plan is required to back up the vision and identify the role of each sector in achieving a circular economy, both nationally and in Western Australia. There has been only limited discussion outside of the waste management context on what a circular economy is and its potential.

COMMENT
In April 2026, WALGA released the Circular Economy Advocacy Position Background Paper. The Paper outlines that transitioning to a circular economy has the potential to reduce cost of living pressures, maximise use of resources and reduce a range of environmental impacts associated with the manufacture, distribution and post consumption management of products.

In drafting the draft Circular Economy Advocacy Position, WALGA drew on international, national and local circular economy policies and activities to identify the barriers and opportunities to move toward a circular economy in WA. The Advocacy Position outlines the actions needed from all levels of Government to change legislation and policies where required, put in place relevant incentives and lead by example.

Consultation on the Paper and draft Advocacy Position was carried out from 20 April to 15 May 2026. Responses were received from 10 Local Governments, five Metropolitan and five Regional. Of the submissions received, eight supported the Advocacy Position without amendments and two supported the Advocacy Position with minor suggested changes, which have been incorporated.

WALGA updated the Advocacy Position following feedback from the Municipal Waste Advisory Council at its 18 June 2026 meeting. The Advocacy Position was noted by the Environment, Planning and Waste Advisory Group at its 13 July 2026 meeting.

WALGA RECOMMENDATION

That State Council endorse the following new Circular Economy Advocacy Position:

1. *Local Government supports the principle of a circular economy and recognises its potential to:*
    a. *maximise the value and use of resources through a products life cycle; and*
    b. *minimise environmental and financial impacts associated with the manufacture, distribution and post consumption management of products.*
2. *Local Government calls on the:*
    a. *State Government to undertake a detailed study to determine how Western Australia can move toward a circular economy.*
    b. *Australian Government to:*
        i. *establish and maintain a regulated product stewardship framework for products entering the Australian market;*
        ii. *set standards to ensure products are designed to be durable, reused, repaired and recycled at their highest value; and*
        iii. *implement Right to Repair Legislation, including incentives, training and cost-effective insurance options.*
    c. *Australian and State Governments to take a collaborative approach to:*
        i. *identify and remove legislative barriers to enable more circular approaches;*
        ii. *streamline Government approvals processes and facilitate innovation;*
        iii. *embed circular procurement practices across Government; and*
        iv. *support and provide incentives for recovered materials infrastructure and market development for priority materials across Western Australia.*

RECOMMENDATION

Moved: **Shire of Mukinbudin**
Seconded: **Shire of Wyalkatchem**

That the Great Eastern Country Zone supports the WALGA recommendation for State Council Agenda item 8.2 as contained in the State Council Agenda and as provided above.

CARRIED

13.3. OTHER STATE COUNCIL AGENDA ITEMS

Zone Delegates are invited to raise for discussion, questions or decision any of the items in the State Council Agenda, including the items for noting, Advisory Group Reports or the Key Activity Reports.

14. EMERGING ISSUES

14.1. PUBLIC HEALTH ACT

Shire of Koorda

Moved: **Shire of Yilgarn**
Seconded: **Shire of Bruce Rock**

That the Great Eastern Country Zone requests WALGA's advice on the resources available to Local Governments to assist in the preparation of local laws under the new Public Health Act framework.

CARRIED

14.2. COMMUNITY WATER SUPPLIES

Shire of Mt Marshall

Moved: **Shire of Mt Marshall**
Seconded: **Shire of Dowerin**

That the Great Eastern Country Zone Executive Committee write a letter on Community Water Supplies Partnership Program and Agricultural Areas/Strategic Community Water Supply Programs on future and recurrent funding.

CARRIED

15. NEXT MEETING

The next Executive Committee meeting will be held on Tuesday, 27 October 2026 commencing at 8:00am, via MSTeams.

The next Great Eastern Country Zone meeting will be held on Thursday, 12 November 2026 commencing at 9:30am. This meeting will be hosted by the **Shire of Dowerin**.

16. CLOSURE

There being no further business, the Chair declared the meeting closed at 12:43pm.

10.5.4 WEROC Inc Special General Meeting Minutes August 2026

File Reference	
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	11 September 2026
Author	Mark Furr – Chief Executive Officer
Authorising Officer	Mark Furr – Chief Executive Officer
Attachments 1. WEROC Inc Special General Meeting Minutes – 19 August 2026	

Summary

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

Background

The WEROC Inc Special General Meeting was held via videoconference on 19 August 2026.

Consultation

Nil.

Statutory Environment

Nil.

Policy Implications

Nil.

Financial Implications

Nil.

Strategic Implications

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

Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
That Council does not receive the minutes or object to decisions of the WEROC Inc Special General Meeting.	Rare (1)	Insignificant (1)	Low (1-4)	Compliance Requirements	Accept Officer Recommendation

Risk Matrix

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives: occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of one (1) has been determined for this item. Any items with a risk rating of 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

Comment/Conclusion

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 Shire President attended the meeting. The Chief Executive Officer was an apology.

The following items are highlighted for Councils attention:

1. Shire of Quairading Membership - The Board accepted the Shire of Quairading's application to become a member of WEROC Inc. The new member fee will apply, with membership taking effect once the applicable membership fee is paid.

2. WEROC Inc Constitution - The Board adopted amendments to the WEROC Inc Constitution to include the Shire of Quairading within the Central Eastern Wheatbelt Region and WEROC Board representation, update proxy arrangements, and clarify that Local Government representatives may include a sitting Councillor, Chief Executive Officer or a person formally appointed to act as Chief Executive Officer, including an Acting Chief Executive Officer. The Executive Officer was authorised to lodge the rule changes with the relevant Department.

3. Inquiry into Local Government Funding and Fiscal Sustainability - WEROC noted that representatives Mr Stuart Hobley and Mr Craig Watts were scheduled to appear at the House Standing Committee on

Regional Development, Infrastructure and Transport public hearing in Northam on 28 August 2026. The key points raised were to remain consistent with WEROC's written submission, with the Executive Officer to prepare speaking notes and brief the representatives.

4. Future Meetings - The WEROC Inc Annual General Meeting and next General Meeting are scheduled for 4 November 2026.

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION

That Council receives the minutes of the WEROC Inc Special General Meeting held via videoconference on 19 August 2026.

WEROC Inc. Special General Meeting MINUTES

Held via videoconference on 19 August 2026

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

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

M 0428 871 202

WEROC Inc.

Wheatbelt East Regional Organisation of Councils Inc.

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

Minutes of the Special General Meeting held via videoconference on Wednesday 19 August 2026.

MINUTES

1. OPENING AND ANNOUNCEMENTS

Ms. Charmaine Thomson as Chair of WEROC Inc. welcomed Members of the Board and opened the meeting at 9.31am.

2. RECORD OF ATTENDANCE AND APOLOGIES

2.1 Attendance

Mr. Ben Forbes

Mr. Raymond Griffiths

Ms. Alison Harris

Mr. Andrew Malone

Ms. Lisa O'Neill

Mr. Bill Price

Mr. Ramesh Rajagopalan

Ms. Charmaine Thomson

Mr. Craig Watts

Ms. Rebekah Burges, Executive Officer

2.2 Apologies

Mr. Mark Furr

Ms. Emily Ryan

Mr. Mark Crees

Mr. Bryan Close

Mr. Stuart Hobley

2.3 Guests

Nil

3. DECLARATIONS OF INTEREST

Nil

4. MATTERS FOR DECISION

4.1 Application for Membership to WEROC Inc. by the Shire of Quairading

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 5 August 2026

Attachments: Letter from Shire of Quairading Requesting Membership

Voting Requirement: Simple Majority

Executive Officer Comment:

On Tuesday 4 August 2026, the Executive Officer received a letter from the Shire of Quairading requesting Membership of WEROC Inc.

As per the WEROC Inc. Constitution the process for dealing with new member applications is as follows:

> **6.6.3 Dealing with Membership Applications**
>
> (a) The Board must consider each application for membership of WEROC and decide whether to accept or reject the application.
>
> (b) The Board may delay its consideration of an application if the Board considers that any matter relating to the application needs to be clarified by the applicant.
>
> (c) The Board must notify the applicant of the Board's decision to accept or reject the application as soon as practicable after making the decision.
>
> (d) If the Board rejects the application, the Board is not required to give the applicant its reasons for doing so.

Furthermore rule 6.6.4 specifies that an applicant only becomes a member when:

(a) The Board accepts the application; and

(b) The applicant pays any membership fees payable to WEROC.

As per the resolution of the Board at the WEROC Inc. Board Meeting held on Thursday 28 November 2024, the new member fee is $30,000 + GST.

Recommendation:

That:

1) The Shire of Quairading's application to be admitted as a Member of the Wheatbelt East Regional Organisation of Councils Inc. be accepted.
2) The new member fee of $30,000 + GST be applied.

RESOLUTION: **Moved:** Mr. Ben Forbes **Seconded:** Ms. Lisa O'Neill

That:

1) The Shire of Quairading's application to be admitted as a Member of the Wheatbelt East Regional Organisation of Councils Inc. be accepted; and
2) The new member fee of $30,000 + GST be applied.

CARRIED – All in favour

4.2 Adoption of Changes to the WEROC Inc. Constitution

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 5 August 2026

Attachments: Constitution of WEROC Inc. for adoption 19082026

Voting Requirement: 75% of Members Present and Eligible to Vote

Under the *Associations Incorporation Act 2015*, a special resolution is required if an incorporated association intends to alter its rules. All Members of the association must be given written notice of the meeting at which the special resolution will be proposed and invited to attend.

Under the Act, for a special resolution to be valid, the special resolution must be passed by at least 75% of the members who vote at the meeting (not 75% of the total membership). Amendments to the rules of the association must be lodged within one month of passing the special resolution.

On 5 August 2026, the Executive Officer provided all Members of WEROC Inc. with written notice (via email) of the special resolution that would be proposed at the Special General Meeting to be held on Wednesday 19 August 2026. With this notice, Members were supplied with the proposed changes to the WEROC Inc. Constitution. Additional amendments were discussed through email correspondence and are reflected in the final amendments proposed in this meeting agenda.

Executive Officer Comment:

The proposed amendments to the WEROC Inc. Constitution are:

Amend 2.1 Definitions to read:

(e) Central Eastern Wheatbelt Region means the area covered by the local government areas of the Shires of Bruce Rock, Cunderdin, Kellerberrin, Merredin, Quairading, Tammin, Westonia and Yilgarn together with any adjoining area so determined by a Special Resolution adopted by a general meeting of the Association.

Amend *Rule 6. Membership* as follows:

- Clause 6.1 Representation on WEROC Board to include two (2) members of the Shire of Quairading
- Amend wording of Clause 6.2 Proxies to:

  A nominated proxy may act as Proxy where required and will have the same voting rights as the representative they are appointed to replace. The Executive Officer must be advised in writing of the nominated Proxy in advance of the meeting they will attend.
- Amend wording of Clause 6.4 Representatives Qualifications to:

  6.4 Representatives of Local Governments
  Representatives of Local Governments must be a sitting Councillor, the Chief Executive Officer, or a person formally appointed by the Local Government to act in the capacity of Chief Executive Officer (including an Acting Chief Executive Officer).

Recommendation (SPECIAL RESOLUTION):

That:

1. The current Constitution of the Wheatbelt East Regional Organisation of Councils (WEROC) Inc. be amended and the proposed changes to the rules outlined in the revised Constitution attached to the meeting agenda and detailed above, be adopted.
2. Upon passing resolution 1, the Board of WEROC Inc. adopts the revised Constitution.
3. The Members authorise the Executive Officer to lodge a "Notice of Special Resolution to Change the Rules", with the Department of Energy, Mines, Industry Regulation and Safety.

RESOLUTION: **Moved:** Mr. Ram Rajagopalan **Seconded:** Mr. Craig Watts

That:

1. The current Constitution of the Wheatbelt East Regional Organisation of Councils (WEROC) Inc. be amended and the proposed changes to the rules outlined in the revised Constitution attached to the meeting agenda and detailed above, be adopted.
2. Upon passing resolution 1, the Board of WEROC Inc. adopts the revised Constitution.
3. The Members authorise the Executive Officer to lodge a "Notice of Special Resolution to Change the Rules", with the Department of Energy, Mines, Industry Regulation and Safety.

CARRIED – All in favour

5. OTHER MATTERS

5.1 Public Hearing for Inquiry into Local Government Funding

As advised at the WEROC Inc. Board Meeting held on 29 July 2026, the House Standing Committee on Regional Development, Infrastructure and Transport Committee have invited representatives of WEROC to appear at a public hearing in Northam to discuss our submission to the Inquiry into Local Government Funding and Fiscal Sustainability and any updated views on funding.

The hearing is taking place on Friday 28 August 2026. WEROC's representatives will be Mr. Stuart Hobley and Mr. Craig Watts.

It is recommended that the Board briefly discuss any matters they would like the representatives to raise in this forum.

Comments from the meeting:

- The key points of discussion will remain consistent with the written submission.
- The Executive Officer will prepare speaking notes and brief Mr. Watts and Mr. Hobley.

6. FUTURE MEETINGS

The Annual General Meeting and next General Meeting of the WEROC Inc. Board will take place on 4 November 2026.

7. CLOSURE

There being no further business the meeting closed at 9.40am.

10.5.5 Application for Contribution from Bruce Rock Senior Citizens Centre

File Reference	1025.10.6.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	16 September 2026
Author	Vanessa Ward – Acting Deputy Chief Executive Officer
Authorising Officer	Melissa Haythornthwaite – Acting Chief Executive Officer
Attachments Nil	

Summary

Throughout each financial year, the Council is requested to waiver fees and charges, make in-kind and actual cost contributions, as well as sponsor or donate to various events and activities held by associations, clubs and groups throughout the Shire. On this occasion, Council is requested to consider a request for a donation from Carmel McGellin, Secretary of the Bruce Rock Senior Citizens Organisation.

Background

The Bruce Rock Senior Citizens Organisation has written to the Shire to request a donation of $600 for its annual Christmas lunch. It has been reflected by the applicant that this event has always been a highlight of the senior citizens calendar of events.

Consultation

Consultation has occurred with:

- Acting Chief Executive Officer; and
- Bruce Rock Senior Citizens

Statutory Environment

Section 6.12 of the Local Government Act 1995 states:

Policy Implications

Council Policy 4.7 – Donations and Sponsorship applies.

Financial Implications

Funds have been budgeted for in the 2026/27 adopted budget

Strategic Implications

Shire of Bruce Rock Strategic Community Plan 2022-2032	
Outcome:	1.0 Community Priorities
Strategy:	1.1 Our community are engaged and have a healthy lifestyle

Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Declining an application may result in negative perceptions of the Council, Shire management and associated processes.	Unlikely (2)	Minor (2)	Low (1-4)	Engagement Practices	Accept Officer Recommendation

Risk Matrix

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

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

Comment/Conclusion

In accordance with Council Policy 4.7 Donations and Sponsorships, the Chief Executive Officer is permitted to grant donations of up to $500. The amount requested on this occasion is for $600, hence this submission to Council for consideration. It should also be noted that similar requests have been supported by Council in previous years, although this does not necessarily constitute grounds for approval in 2025.

Voting Requirements

Simple Majority.

OFFICERS' RECOMMENDATION

That, with respect to the application from the Bruce Rock Senior Citizens, Council agrees to contribute $600 towards the 2026 Senior Citizens Christmas Luncheon.

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

Nil

12. Confidential Items

OFFICERS' 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 if disclosed, the matter to be discussed would reveal information that has a commercial value to a person, and information about the business, professional, commercial or financial affairs of a person.

12.1 Tender 3.2026.27 – Provision of Information Technology Services

File Reference	
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	14 September2026
Author	Vanessa Ward – Acting Deputy Chief Executive Officer
Authorising Officer	Melissa Haythornthwaite – Acting Chief Executive Officer
Attachments Nil	

12.2 Tender 2.2026.27 – Lease of the Bruce Rock Cafe

File Reference	
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	14 September 2026
Author	Vanessa Ward – Acting Deputy Chief Executive Officer
Authorising Officer	Melissa Haythornthwaite – Acting Chief Executive Officer
Attachments 1. Copies of Tender Documents	

12.3 RFT 4.2026.27 – 2026/27 Bitumen Sealing Various Roads

File Reference	RFT 4.2026.27
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Nil
Previous Item Numbers	
Date	16 September 2026
Author	Greg Stephens – Executive Manager Technical Services
Authorising Officer	Melissa Haythornwaite – A/Chief Executive Officer
Attachments: 1. Confidential Attachment – RFT 4.2026.27 Evaluation Report 2. Confidential Attachment – Bitutek Pty Ltd Submission / Quotation	

12.4 Request to licence the Old Gardeners Shed, 10 Johnson Street, Bruce Rock

File Reference	
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Jack Andrews
Previous Item Numbers	Nil
Date	24 September 2026
Author	Courtenay Stanley-Smith – Property Assets and Maintenance Coordinator
Authorising Officer	Melissa Haythornthwaite – Deputy Chief Executive Officer
Attachments 1. Storage Licence – Old Gardeners Shed, 10 Johnson Street, Bruce Rock	

12.5 CEACA Management Committee Meeting Minutes August 2026

File Reference	
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	14 September 2026
Author	Melissa Haythornthwaite – Deputy Chief Executive Officer
Authorising Officer	Mark Furr – Chief Executive Officer
Attachments 1. CEACA Management Committee Meeting Minutes – 17 August 2026 (Confidential)	

OFFICER RECOMMENDATION

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

13. Closure of the Meeting

There being no further business to discuss, the Presiding Member declared the meeting closed at pm and, pursuant to Resolution OCM November 25 – 10.6.5 of 20 November 2025, reminded Councillors of the next Ordinary Meeting of the Council, scheduled for 3.00pm on 22 October 2026, at this same venue.