

SHIRE OF BRUCE ROCK

MINUTES – ORDINARY MEETING 20 APRIL 2023

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SHIRE OF BRUCE ROCK

MINUTES – ORDINARY MEETING 20 APRIL 2023

1. Declaration of Opening

The Shire President Cr SA Strange declared the meeting open at 3.16pm.

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

President	Cr SA Strange
Councillors	Cr AR Crooks
	Cr KP Foss
	Cr NC Kilminster
	Cr PG Negri
	Cr Rajagopalan
	Cr J Verhoogt
	Cr RA Waye
Chief Executive Officer	Mr DRS Mollenoyux
Executive Assistant	Mrs M Schilling (Minutes)
Manager of Finance	Mrs M Barthakur (3.00pm to 3.58pm)
Environmental Health Officer	Mr J Goldacre (3.58pm to 4.15pm)
Apology	Cr BJ Waight

3. Declarations of Interest

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

Date	Name	Item No	Reason
20.04.23	Cr PG Negri	10.3.1	Part Owner of the land where the land where the application for the second dwelling is for

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

Date	Name	Item No	Reason
20.04.23	Mr D Mollenoyux	10.2.4	Wife has accepted a position working with one of the applicants.

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

Date	Name	Item No	Reason

4. Response to Previous Public Questions Taken on Notice**5. Public Question Time****6. Petitions/Deputations/Presentations/Submissions****7. Applications for Leave of Absence**

8. Announcements by Presiding Member

9. Confirmation of Minutes

Works and Services Committee Meeting held on Thursday 16 March 2023

COUNCIL DECISION

Resolution OCM Apr 23 – 9.1.1

Moved: Cr Foss

Seconded: Cr Waye

Works and Services Committee Meeting held Thursday 16 March 2023 be received.

Carried 8/0

Audit Committee Meeting held on Thursday 16 March 2023

COUNCIL DECISION

Resolution OCM Apr 23 – 9.1.2

Moved: Cr Foss

Seconded: Cr Kilminster

Audit Committee Meeting held Thursday 16 March 2023 be received.

Carried 8/0

Ordinary Meeting of Council held on Thursday 16 March 2023

COUNCIL DECISION

Resolution OCM Apr 23 – 9.1.3

Moved: Cr Crooks

Seconded: Cr Kilminster

Ordinary Meeting of Council held on Thursday 16 March 2023 be confirmed as a true and correct record.

Carried 8/0

10. Officers' Reports

10.1 Manager of Works and Services

Nil

10.2 Manager of Finance

Agenda Reference and Subject:

10.2.1 Statement of Financial Activity

Reporting Officer:

Manisha Barthakur, Manager of Finance

Author:

Manisha Barthakur, Manager of Finance

Disclosure of Interest

Nil

Attachment:

*Item 10.2.1 Attachment A – Statement of Financial Activity
March 2023*

*Item 10.2.1 Attachment B – Strategic Projects Tracker March
2023*

Summary

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

Background

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

Comment

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

Consultation

Darren Mollenoyux, Chief Executive Officer
Alan O'Toole, Deputy Chief Executive Officer
David Holland, Manager of Works and Services
Julian Goldacre, Environmental Health Officer
Mike Darby, Senior Finance Officer and other staff

Statutory Implications

r. 34 Local Government (Financial Management) Regulations 1996

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

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

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

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

- (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and*

(b) recorded in the minutes of the meeting at which it is presented.

Policy Implications

Nil

Risk Implications

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

Financial Implications

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

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

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

Voting Requirements

Simple Majority

<p>COUNCIL DECISION Resolution OCM Apr 23 – 10.2.1</p> <p>Moved: Cr Rajagopalan Seconded: Cr Negri</p> <p>That the Statements of Financial Activity for the month ending 31 March 2023 are received.</p> <p style="text-align: right;">Carried 8/0</p>
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Agenda Reference and Subject:	10.2.2 List of Payments
Reporting Officer:	Manisha Barthakur, Manager of Finance
Author:	Mike Darby, Senior Finance Officer
Disclosure of Interest:	Nil
Attachments:	<i>Item 10.2.2 Attachment A – List of Payments March 2023</i>

Summary

List of payments made since the last Ordinary Council Meeting.

Background

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

Comment

Following is a list of payments made from Council’s Municipal and Trust Accounts and payments made with the CEO’s credit card for the month of March 2023.

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

Consultation

Nil

Statutory Implications

s.6.10 Local Government Act 1995

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

Policy Implications

Nil

Risk Implications

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

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

Financial Implications

Payments must be made in accordance with 2022/23 Budget.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

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

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Apr 23 – 10.2.2

Moved: Cr Verhoogt

Seconded: Cr Waye

That Council endorse the list of payments from the:

1. Municipal Account consisting of:

- a. EFT voucher numbers EFT21094 to EFT21229 totalling \$695,245.71
- b. Cheque number 115 to 118 totalling \$15,684.51
- c. Trust EFT Payments
- d. Wages and Superannuation payments totalling \$305,492.36 and
- e. Credit Card payments \$548.22

(Please note that the credit card payment is reported separately but is a part on EFT payment)

With all payments totalling \$1,016,422.58 for the month of March 2023.

Carried 8/0

Agenda Reference and Subject:	10.2.3 A2465 – Write Off Rates, Rubbish and Recycling Charges
Reporting Officer:	Manisha Barthakur, Manager of Finance
Author:	Manisha Barthakur, Manager of Finance Mike Darby, Senior Finance Officer
Disclosure of Interest:	Nil
Attachments:	<i>Item 10.2.3 Attachment A – A2465 Financials (for Write Off)</i>

Summary

Council are asked to provide authority to the CEO to write off the balance of rates outstanding on the property 12 Venemore Street, Shackleton as per s.6.64 *Local Government Act 1995*.

Background

OCM Oct 22- 13.1.3.1 Council accepted the offer of Title to Lot 49, 12 Venemore Street, Shackleton in lieu of a debt and thus a possession of ownership was proceeded from the owner to the Shire of Bruce Rock. This endorsement was based on debt recovery attempts by the Shire, and the owner's personal circumstances as per the above-mentioned resolution. However, there was a component of rates associated that was outstanding and this remaining outstanding rate were deemed to be non-recoverable.

Comment

As per s.5 of Schedule 6.3 *Local Government Act 1995* which states

"Local governments may take action to lease or sell the land to recover rates and or service charges outstanding or they may cause the land to be transferred to the Crown or to itself"

In most cases, any outstanding amounts of rates, penalty interest, rubbish and recycling and ESL are required to be written off.

Following is the property details that required the Rates to be written off due to Transfer of Ownership:

Assessment No A 2465 (Lot 49, 12 Venemore Street, Shackleton)

Consultation

Darren Mollenoyux, Chief Executive Officer

Statutory Implications

Local Government Act 1995, section 6.68(3)

Schedule 6.3 – Provisions relating to sale or transfer of land where rates or service charges unpaid [Section 6.68(3)]

5. *Application of purchase money*

Where a local government has exercised its power of sale it is required to apply the proceeds of sale in the following manner –

- (a) firstly – in payment of the costs, charges and expenses properly incurred by the local government in or incidental to the sale or attempted sale or the exercise of any other power conferred upon the local government by Part 6, Division 6, Subdivision 6 or this Schedule; and*
- (b) secondly – in payment of –*
 - (i) unpaid rates or service charges, for the time being due to or imposed by the local government in respect of the land; and*

- (ii) costs and other money, if any, due to or imposed in favour of the Crown in right of the State or a department, agency, or instrumentality of the Crown in right of the State; and*
- (iii) other amounts due to the local government under this or another written law, in respect of the land at the time of the sale, but where the payments required by paragraph (a) to be made have been made, and the balance of the money then remaining is not sufficient for the payment in full of the items required by this paragraph to be made, the local government is to distribute the balance of the money so remaining, between the Crown, the department, the agency, the instrumentality, and the local government, pro rata with the amounts of their claims, respectively, unless the Governor, or the Minister controlling the department, agency, instrumentality as the case requires, consents to rank after the local government; and*
- (c) thirdly — in payment of the vendor’s costs and expenses of and incidental to conferring upon the purchaser a title to the land; and*
- (d) fourthly — in or towards the discharge of a charge, if any, on the land under a written law relating to the construction of drains and fittings to connect the land with a sewer; and*
- (e) fifthly — in or towards the discharge of other mortgages and encumbrances on the land, both registered and unregistered, according to their priorities at law so far as they can be ascertained by the local government; and*
- (f) sixthly — in payment of the residue of the money within 12 months after the local government has received it to —*
 - (i) the person who would, but for the proceedings for sale, be entitled to the land; or*
 - (ii) if there are several persons who would be so entitled, then to those persons in the proportions in which they would be respectively so entitled, but if —*
 - (I) a person is entitled to an estate in reversion or remainder in the land, the local government may pay that residue into the Supreme Court under section 99 of the Trustees Act 1962; and*
 - (II) within that period of 12 months the local government has not paid the residue to the person entitled to it, it is to, on the expiration of that period, pay that residue into the Supreme Court under that section of that Act; and*
 - (III) at the expiration of 6 years after the money is so paid into the Supreme Court, proceedings have not been commenced or are not pending and the Court has not made an order to the contrary the money is to be paid into the Consolidated Account.*

Local Government Act 1995 s.6.12

6.12. Power to defer, grant discounts, waive or write off debts

- (1) Subject to subsection (2) and any other written law, a local government may —
 - (a) when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or
 - (b) waive or grant concessions in relation to any amount of money; or
 - (c) write off any amount of money,

which is owed to the local government.

** Absolute majority required.*

Policy Implications

Nil

Risk Implications

Risk: That rates remain unpaid resulting in less revenue for the Shire.		
Likelihood	Consequence	Rating
Possible	Minor	Minor
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be a “Moderate” risk. Follow the debt recovery policy and legislative requirements to ensure that all outstanding rates are collected where possible.		

Financial Implications

Reduction in income due to an amount of rates not being able to be collected and written off
 Total Amount is **\$362.33**

Strategic Implications

Shire of Bruce Rock Strategic Community Plan 2017-2027

Governance

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

Voting Requirements

Absolute Majority

<p>OFFICER RECOMMENDATION AND COUNCIL DECISION Resolution OCM Apr 23 – 10.2.3</p> <p>Moved: Cr Rajagopalan Seconded: Cr Crooks</p> <p>That Council gives the CEO the authority to write off any remaining rates, interest, ESL Penalty and Emergency Service Levy, on the assessment to be sold for recovery of rates arrears in accordance with s.6.64 as per the tabled spreadsheet, for the following assessment A2465.</p> <p style="text-align: right;">CARRIED BY ABSOLUTE MAJORITY 8/0</p>

Mr DRS Mollenoyux declared an interest and left the Council Chambers at 3.41pm.

Agenda Reference and Subject:	10.2.4 Community Grant Program
Reporting Officer:	Manisha Barthakur, Manager of Finance
Author:	Manisha Barthakur, Manager of Finance
Disclosure of Interest:	Mr DRS Mollenoyux
Attachments:	<i>Nil</i>

Summary

Community groups were sent a letter regarding the Community Grant Program, which solicits submissions for consideration for the 2023-2024 budget.

Background

Staff have commenced preparations for the 2023/2024 budget in order to get requests for consideration to be submitted early for costings and evaluation.

Comment

Community groups in the Shire were sent a letter requesting submissions for the Community Grant Program, and the opportunity was also advertised in the Rock Review, the Shire website, and social media. Five considerations were received.

A detailed spreadsheet detailing all the requests, and officer comments will be made available to Councillors. Discussions will take place at the meeting regarding each request.

Consultation

Darren Mollenoyux, Chief Executive Officer
Caris Negri, Community Development Officer
Community Groups

Statutory Implications

Nil

Policy Implications

Nil

Financial Implications

Projects will be included in the 2023/2024 budget.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Infrastructure

Goal 2 – Maintain Shire owned facilities in a strategic manner and also to meet the community needs.

2.4 – Support the improvement and maintenance of assets in a strategic manner

Economy

Goal 6 – Tourism helps to diversify our local economy.

Community

Goal 7 – Our community are engaged and have a healthy lifestyle.

Goal 8 – The community can access multiple early childhood education and support services

8.2 – Continue to support the relationship between the Shire and early education providers in the community.

Governance

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

12.5 – Lead the organisation in a financially responsible and viable manner.

Voting Requirements

Simple Majority

Officer Recommendation

That Council reviews and ranks in order of deemed importance the following projects in the 2023/2024 budget, subject to funds available and budget adoption.

Council resolution varied to Officer Recommendation to show preference to projects for consideration.

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Apr 23 – 10.2.4

Moved: Cr Kilminster

Seconded: Cr Negri

That Council approves the projects 1-4 for consideration in the 2023/2024 budget, subject to funds available and budget adoption. That project 5 be declined due to Council already undertaking this project. The project are ranked in priority as follows:

1 – Project 4

2 – Project 3

3 – Project 1

4 – Project 2

Carried 8/0

Mr DRS returned to the Council Chambers at 3.58pm.

Ms Barthakur left the Council Chambers at 3.58pm.

Mr J Goldacre entered the Council Chambers at 3.58pm.

Cr PG Negri declared an interest and left the Council Chambers at 3.58pm.

10.3 Environmental Health Officer

Agenda Reference and Subject:

10.3.1 Development Approval for a second dwelling on
Lot 16282 Negris Road, Bruce Rock

Reporting Officer:

Julian Goldacre, Environmental Health Officer

Author:

Julian Goldacre, Environmental Health Officer

Disclosure of Interest

Cr PG Negri

Attachment:

*Item 10.3.1 Attachment A – Second Dwelling Lot 16282 Negris
Rd Development Application*

Summary

Council approves the Development Application for the works and use for a 36m2 transportable one-bedroom dwelling ‘Donga’ on Rural zoned land located at Lot 16282 Negris Road, Bruce Rock. That Council provides Advice Notes to assist the applicant.

Background

A Development Application was received by the Shire Administration Office on the 11 April 2023 for the installation ‘works’ of a 36m2 transportable one-bedroom dwelling ‘Donga’ on Rural zoned land located at Lot 16282 (the DA) for the ‘use’ of accommodation of person(s) associated with broadacre farming endeavours.

Comment

The Shire of Bruce Rock Local Planning Scheme No 3, clause 4.7.5 (the Scheme) sets out the requirements to obtain Council approval for a second dwelling on a single Rural lot. A review of the Scheme requirements for the proposed second dwelling (Donga) in Attachment A shows the DA to be in accordance with the Scheme requirements. Accommodation in the form of a transportable Donga style is widely used in the rural areas.

On review, the DA as presented in Attachment A for the installation ‘works’ and accommodation ‘use’ shows a custom orb clad, skillion roofed transportable Donga style single bedroom dwelling to be located 90 meters from the one existing farm lot dwelling. Note, Attachment A shows three storage silos but these have been since removed to provide an open development area with no appurtenant structures. The purpose of the Donga is for accommodation of person(s) associated with the broadacre farming endeavours undertaken on lot 17282, and related Rural zoned lots. The matter of amenity is a moot point given the custom orb cladding will enable the Donga to blend in suitably amongst the several similar style clad sheds on the property. Furthermore, the surrounding vast remanent vegetation and distance from the road will shield the Donga suitably, and with the existing farmhouse being the prominent piece of rural architecture. A suitable water supply has been confirmed and road access is available. Finally, the Donga is located neatly between the designated Bush Fire Zones and thus does not require a Bushfire Attack Level assessment.

Consultation Nil

Statutory Implications

Planning and Development (Local Planning Schemes) Regulations 2015, and
Shire of Bruce Rock Local Planning Scheme No 3

Policy Implications Nil

Risk Implications

Risk: The development exceeds the scope of the approved development application information considered by Council and the Officer.		
Likelihood	Consequence	Rating
Rare	Minor	Low
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “Low” risk and can be managed by routine procedure, and is unlikely to need specific application of resources.		

Financial Implications

Development Application fee of \$147.00 paid.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

2.3 Workers and their families can work and reside in the Shire.

Voting Requirements

Simple Majority

<p>OFFICER RECOMMENDATION AND COUNCIL DECISION Resolution OCM Apr 23 – 10.3.1</p> <p>Moved: Cr Rajagopalan Seconded: Cr Foss</p> <p>That Council,</p> <p>1) Approve the Development Application in this instance as presented in Attachment A for the installation works of a 36m2 transportable for the use as a one-bedroom dwelling ‘Donga’ on Rural zoned land located at Lot 16282 Negris Road, Bruce Rock, and</p> <p>2) That Council provides in good faith although not limited to, as required, the following Advice Notes –</p> <p>Advice Notes:</p> <p>a) The time period to complete this development work is two years from the date of this Council resolution unless application is made before expiry of that date to the Council of the Shire of Bruce Rock,</p> <p>b) A Building Permit is required to be issued and served by the Shire of Bruce Rock in accordance with the Building Act 2011 before construction commences,</p> <p>c) An approval to construct an apparatus for the treatment of sewerage is required to install the approved apparatus which will then require an approval to use by the Shire of Bruce Rock Authorised Officer in accordance with the Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974, and</p> <p>d) A potable water supply is to be connected to the accommodation that is congruent with the Australian Drinking Water Guidelines (2011) as amended.</p> <p style="text-align: right;">Carried 8/0</p>
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Cr PG Negri returned to the Council Chambers at 4.01pm.

Agenda Reference and Subject:

10.3.2 Deed between the Shire of Bruce Rock & Ayrton Pty Ltd for subdivision of Lot 2 Golf Links Rd

Reporting Officer: Julian Goldacre, Environmental Health Officer

Author: Julian Goldacre, Environmental Health Officer

Disclosure of Interest Nil

Attachment: *Item 10.3.2 Attachment A - Deed of Agreement for Acknowledgement of Subdivision Obligation and Reimbursement.*

Item 10.3.2 - Attachment B Consent to Andrew Kalotay of RM Surveys Pty Ltd to sign.

Summary

Council endorses the Deed of Agreement. Council authorises the affixing of the Shire of Bruce Rock Common Seal onto the Deed of Agreement along with the signatures of the Shire President and CEO to be inscribed on that Deed of Agreement. To Authorise the Shire President and the Chief Executive Officer to each sign the form of consent to permit RM Surveys Pty Ltd to sign documents on behalf of the Shire of Bruce Rock.

Background

At the Information Session in the Council Chambers on the 18 August 2022 the Environmental Health Officer informed Council members of a request to undertake a subdivision of a portion of Lot 2 being the Golf Course lot to create a 'road' access to Lot 30. The purpose for this 'road' is to permit a Homestead Lot subdivision on Lot 30 to be considered by the Western Australian Planning Commission. Council members were advised that on advice from Western Australian Local Government Association a formal Deed to determine subdivision obligations and Reimbursements would be required. Furthermore, the Bruce Rock Golf Club committee would be corresponded with to determine their opinion on this matter.

Comment

Attachment A is the executable Deed of Agreement for the acknowledgement of subdivision obligation and reimbursement (the Deed) prepared by Civic Legal. The Deed is the agreement between the Shire of Bruce Rock and Ayrton Pty Ltd (Ayrton) for the requirements and obligations for the subdivision of Lot 2 on Plan 9446 on Volume-Folio 309/198A Golf Links Road. The Directors of Ayrton have inspected the Deed and have signed the back page as a statement of fact they are agreeable to the Deed as presented.

The Bruce Rock Golf Club formally stated they have no objection with the proposal to subdivide part of Lot 2 for a 'road'. It is important to note that there is no change to Lot 2 other than to create two Lots from the one to designate a 'road' portion proposed to be named 'Golf Links Road' as this is the road name signage currently in place. Furthermore, advice from the Planning Department reveals there is no requirement to gazette the road as it is essentially a no through road 'driveway' to access two Lots, which is common practice in subdivisions.

The Deed to be formally executed requires the Council approval for the Shire President and Chief Executive Officer signatures whilst in the presence of the affixing of the Shire of Bruce Rock Common Seal also as approved by Council. Consequently, pursuant to Sec. 9.49A of the Local Government Act 1995 for the instrument of the execution of the Deed, that the local government of Bruce Rock Council authorises the affixing of the Common Seal to the Deed. Furthermore, the affixing is to be done in the presence of Shire President and the Chief Executive Officer, as approved by Council, each of whom is to sign the Deed

as witnesses that the Common Seal was so affixed. With this undertaking achieved the Deed will have effect once the signatures of the Directors of Ayrton Pty Ltd have also signed the Deed.

Furthermore, as the Shire of Bruce Rock is the freehold owner of Lot 2 being the golf course Lot it will be required that approval for RM Surveys Pty Ltd (Attachment B) to sign documents related to the subdivision to be authorised. The subdivision process cannot proceed pursuant with Western Australian Planning Commission (WAPC) requirement for owner authorisation to do so. Consequently, the Shire President and the Chief Executive Officer, as approved by Council, are to each sign the form of consent to permit Mr Andrew Kalotay of RM Surveys Pty Ltd to sign the Form 1A and Form 1C documentation and to correspond with other statutory authorities, including but not limited to Western Power, and Water Corporation for the development (subdivision, amalgamation) of the landholding known as Lot 2 on Plan 9446 on Volume-Folio 309/198A. There is little risk in permitting this function of signing documents, as required, on behalf of the Shire of Bruce Rock. The final approving document the WAPC will present to Council to endorse, and-or provide conditions to will need Council approval so this is the check and balance function to ensure equitable dealings.

Consultation

C Meaghan, Planning Director, Land Use Planning, Department of Planning, Lands, and Heritage,
 A Quahe, Civic Legal, Legal Services, and
 Director of Ayrton Pty Ltd.
 A Kalotay, Senior Licensed Surveyor, RM Surveys Pty Ltd.

Statutory Implications

Corporations Act 2001 (Commonwealth),
 Interpretation Act 1984,
 Land Administration Act 1997,
 Local Government Act 1995, and
 Planning and Development Act 2005.

Policy Implications

Nil

Risk Implications

Risk: The Deed does not cover contingencies or occurrences occurring during the road subdivision process resulting in claims and/or financial loss.		
Likelihood	Consequence	Rating
Unlikely	Moderate	Moderate
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “Medium” risk and will be managed by specific monitoring and response procedures.		

Financial Implications

The full cost of the Deed prepared by Civic Legal has been paid in full by Ayrton Pty Ltd being a sum of \$4,565 inclusive. Furthermore, any future costs outside the Statutory set Planning and Development fees and charges incurred by the Shire of Bruce Rock will, as per the Deed, be recouped at the \$70 administrative hourly rate set in the budget, as amended.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

2.2 Roads are a key economic driver across the Shire.

Voting Requirements

Simple Majority.

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Apr 23 – 10.3.2

Moved: Cr Foss

Seconded: Cr Verhoogt

That Council.

- 1) Endorse the Deed of Agreement for the acknowledgement of subdivision obligation and reimbursement presented in Attachment A between the Shire of Bruce Rock and Ayrton Pty Ltd, and**
- 2) Authorises the affixing of the Shire of Bruce Rock Common Seal onto the Deed of Agreement for the acknowledgement of subdivision obligation and reimbursement presented in Attachment A, and thus the Shire of Bruce Rock President, and the Chief Executive Officer witnessing the affixing of the Common Seal are duly authorised to then sign the Deed of Agreement.**
- 3) Authorises the Shire President and the Chief Executive Officer to each sign the form of consent presented in Attachment B to permit Mr Andrew Kalotay of RM Surveys Pty Ltd to sign the Form 1A and Form 1C documentation and to correspond with other statutory authorities, including but not limited to Western Power, and Water Corporation for the development (subdivision and-or amalgamation, as required) of the landholding known as Lot 2 on Plan 9446 on Volume-Folio 309/198A.**

Carried 8/0

Agenda Reference and Subject:

10.3.3 Development Application for works to build a Staff Room on Lot 441 Strange Street, Bruce Rock

Reporting Officer: Julian Goldacre, Environmental Health Officer

Author: Julian Goldacre, Environmental Health Officer

Disclosure of Interest Nil

Attachment: *Item 13.1.3 Attachment A - Development Application for a Staff Room on Lot 441 Strange Street.*

Item 13.1.3 Attachment B - Staff Room design and location specifications.

Summary

Approve the Development Application for the installation work for a Staff Room on Lot 441 Strange Road, Bruce Rock, and Advice Notes are also provided.

Background

On the 10 February 2023 the Shire of Bruce Rock received a Development Application for a proposed Staff Room at Lot 441 Strange Street, Bruce Rock which is a Lot associated with the Bruce Rock Engineering enterprise. The Environmental Health Officer (EHO) on receiving the information contacted the applicant to ensure their Building Surveyor was satisfied that the Staff Room location as shown on the paperwork would be acceptable for building site setbacks to meet fire protection requirements of the National Construction Code (NCC). On the 14 March 2023 the EHO received confirmation from the Building Surveyor that the set back on the Planning documentation are congruent with the NCC thus the Development Application can now be presented to Council for consideration.

Comment

The presented Development Application as shown in (Attachments A & B) shows the Staff Room as a 72m² appurtenant building East side of the existing large industrial building located on Lot 441 Strange Road (the DA). The DA is for the 'works' to construct the Staff Room given the proposed building 'use' is already an approved use under the Shire of Bruce Rock Local Planning Scheme No 3 (the Scheme) for the General Industry zone. Table 2 'Development Table' within the Scheme gives Council the discretion to consider the minimum boundary setback for the sides of a Lot. Given the side setback shown in the DA meets the required setback of the NCC for a Type 'C' construction the setback of four meters is deemed a suitable setback for Councils approval consideration.

The Staff Room proposed is a new onsite construction utilising site built and prefabricated components and is clad externally in custom orb metal sheeting on the walls and an open channelled type (Trim Dek or the like) roof sheet. The external wall colour is Surfsmist, and the roof is Deep Ocean, these colours are popular within the wheatbelt region and not an amenity issue for a General Industry zoned location. The Staff Room will nest agreeably along the existing workshop building and within the General Industry zone location given its steel-clad design and single-story construction.

Consultation

D Mollenoyux, Chief Executive Officer,
D Wilson, Level 1 Building Surveyor, City of Kalamunda, and
D Verhoogt, Director Bruce Rock Engineering.

Statutory Implications

Planning and Development (Local Planning Schemes) Regulations 2015, and
Shire of Bruce Rock Local Planning Scheme No 3.

Policy Implications Nil

Risk Implications

Risk: Development occurs outside the scope presented to Council.		
Likelihood	Consequence	Rating
Unlikely	Moderate	Moderate
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “Medium” risk and will be managed by specific monitoring and response procedures.		

Financial Implications

A Planning fee of \$147.00 has been received in to the Shire of Bruce Rock.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

2.1 Assist the local economy to grow, and 2.3 Workers and their families can work and reside in the Shire

Voting Requirements

Simple Majority

<p>OFFICER RECOMMENDATION AND COUNCIL DECISION Resolution OCM Apr 23 – 10.3.3</p> <p>Moved: Cr Crooks Seconded: Cr Rajagopalan</p> <p>That Council.</p> <ol style="list-style-type: none"> 1) Approve the Development Application in this instance as presented in Attachments A & B for the installation work of a 72m2 Staff Room with a four meter setback on General Industry zoned land located at Lot 441 Strange Road, Bruce Rock, and 2) That Council provides in good faith although not limited to, as required, the following Advice <p>Notes –</p> <p>Advice Notes:</p> <ol style="list-style-type: none"> a) The time period to complete this development work is two years from the date of this Council resolution unless application is made before expiry of that date to the Council of the Shire of Bruce Rock, b) A Building Permit is required to be issued and served by the Shire of Bruce Rock in accordance with the Building Act 2011 before construction can commence, and c) An approval to construct an apparatus for the treatment of sewerage is NOT required provided the licensed Plumber and the Environmental Health Officer are suitably satisfied the existing septic tank has whole internal integrity in accordance with the Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974, and applicable plumbing Statutes and Codes. <p style="text-align: right;">Carried 8/0</p>

Mr J Goldacre left the Council Chambers at 4.15pm and did not return.

10.4 Deputy Chief Executive Officer

Agenda Reference and Subject:

10.4.1 Shire President Stamp

Reporting Officer:

Melissa Schilling, Executive Assistant

Author:

Melissa Schilling, Executive Assistant

Disclosure of Interest:

Nil

Attachments:

Nil

Summary

Use of Shire President Stamp March 2023.

Background

Nil

Comment

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

- Compliance Audit Report

Consultation

Nil

Statutory Implications

Council Policy

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Shire of Bruce Rock Strategic Community Plan 2017-2027

Governance

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

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Apr 23 – 10.4.1

Moved: Cr Verhoogt

Seconded: Cr Foss

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

Carried 8/0

10.5 Chief Executive Officer

Agenda Reference and Subject:

10.5.1 Offer to Purchase 12 Venemore St, Shackleton

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest

Nil

Attachment:

Item 10.5.1 Attachment A - Confidential Market Valuation 12 Venemore St

Summary

Council is asked to consider an offer from Trent and Hannah Cosgrove to purchase a vacant Council lot at 12 Venemore Street Shackleton.

Background

On the 10th February 2023 Council received a written offer of \$3,000 from Trent and Hannah Cosgrove to purchase one of Council's vacant lot located at 12 Venemore Street, Shackleton.

The applicant has advised that they are seeking to purchase this land as it adjoins their current property were they have recently undertaking major renovation and extended their house and are seeking to extend their backyard.

Comment

This lot was recently handed back to the Shire due to non-payment of outstanding debt and requirement for Council to demolish the property.

Council has only received one other request in the past 10 years to purchase vacant land in Shackleton and that did not proceed.

In considering the offer Council needs to consider the length of time that vacant land in Shackleton has been available with no offers and potential benefits from selling the lot, such as no longer requiring maintenance of the lot such as weed control and ensuring it meets fire hazard requirements.

As per section 3.58 of the Local Government Act a valuation of the land is required for Council's consideration and assessment against the offer from the applicant.

A market valuation has been undertaken and the market valuation is assessed as below;

Vacant Land - 12 Venemore St, Shackleton

Market Valuation Extract

*There is little consistency between market evidence indicating a broader value range. The above information and the evidence attached herein indicates a Market Valuation Range of **\$2,000 to \$4,000**. We have adopted the midpoint of **\$3,000** in this instance, reflecting a land rate of \$3/m². (Lot Size 1194m²)*

Consultation

Manisha Barthakur, Manager of Finance

Mike Darby, Senior Finance Officer

Statutory Implications

Local Government Act 1995 - Sect 3.58

3.58 - Disposing of property

- (1) In this section —
dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;
property includes the whole or any part of the interest of a local government in property, but does not include money.
- (2) Except as stated in this section, a local government can only dispose of property to —
 - (a) the highest bidder at public auction; or
 - (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.
- (3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
 - (a) it gives local public notice of the proposed disposition —
 - (i) describing the property concerned; and
 - (ii) giving details of the proposed disposition; and
 - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;
 and
 - (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.
- (4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —
 - (a) the names of all other parties concerned; and
 - (b) the consideration to be received by the local government for the disposition; and
 - (c) the market value of the disposition —
 - (i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or

Policy Implications Nil

Risk Implications

Risk: If Council does not approve the disposal of land it may remain sold for an unknown period of time.		
Likelihood	Consequence	Rating
Possible	Moderate	Moderate
Action / Strategy		
That Council monitors and determines the value of retaining properties that have no significant value against the ongoing costs in maintaining verses rateable income potential.		

Financial Implications

Council has a budget provision of \$15,000 in 2022/23 for the income for sale of vacant land.

Council needs to consider the offer of \$3,000 against the market valuation of \$3,000.

In addition, Council should be aware and consider the financial costs associated with this land following the requirement for demolition of property and outstanding rates.

Rates to be Written Off at the April 2023 Council meeting consist of \$362.33 (Rates \$262.33, Interest \$17.13, ESL Penalty \$2.67 and ESL \$77.81). Both the ESL Penalty and ESL will require approval from DFES if/when Write Off is approved by Council.

Demolition of Condemned Dwelling by West Coast Asbestos Registers \$6,000 plus GST

Asbestos and other Waste Disposal Charges \$598.18 plus GST (This is a Council Fee)

Both of the above were Written Off from previous property owner Debtor Account as per Council Resolution OCM Mar 21 – 11.1.1

Transfer of Property to the Shire by Turbo Settlements \$2,010.25 plus GST, \$233.64 GST Free (Total \$2,243.89)

A quote Settlements for Transfer of property if sold is \$800 plus GST.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Infrastructure

Goal 3: Assist the local economy to grow

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

- 4.3 – Promote existing residential land and plan for future commercial and residential land developments to meet current and future needs

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Apr 23 – 10.5.1

Moved: Cr Kilminster

Seconded: Cr Crooks

That Council:

- 1. Considers the offer of \$3,000 from Trent and Hannah Cosgrove to purchase Council's vacant lot located at 12 Venemore Street, Shackleton plus their share of costs associated with the transfer and settlement process. and;**
- 2. If Council agrees then**
 - a) In accordance with section 3.58 of the Local Government Act Council authorises the Chief Executive Officer to give local public notice of its intention to dispose of the following lot to Trent and Hannah Cosgrove for the amount stated below;
113 (Lot 143) Butcher St, Bruce Rock \$3,000 plus GST**
 - b) That at the conclusion of the advertising period should there be no public submissions the CEO be authorised to proceed with the lease or if submissions are received an item be presented to the May 2023 Ordinary Meeting of Council to consider, prior to the execution of the disposal/sale of 12 Venemore St, Shackleton.**

CARRIED BY ABSOLUTE MAJORITY 8/0

Agenda Reference and Subject:

10.5.2 Offer to Purchase 40 Farrall St, Bruce Rock

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest

Nil

Attachment:

*Item 10.5.2 Attachment A – Confidential Market Valuation 40
Farrall Street*

Summary

Council is asked to consider an offer from Anita Foster to purchase a vacant Council controlled (Crown Land) lot at 40 Farrall St, Bruce Rock.

Background

On the 23rd March 2023 Council received a written offer of \$12,500 inc gst from Anita Foster to purchase one of Council's controlled (Crown Land) vacant lot located at 40 Farrall St, Bruce Rock.

The applicant is the owner of the adjoining land being 42 Farrall St, Bruce Rock which has an old unfinished rock wall building located on it.

The applicant has advised that once agreed and accepted, would then spend 12 months planning, submitting and initiating a house build on the site and have the build complete within 24 months.

Comment

This lot has been available for purchase on Council's controlled (Crown Land) list and website for over 12 years, with no interest to date. There are 8 vacant lots within the Townsite of Bruce Rock owned by Council and available for purchase.

In considering the offer Council needs to consider the length of time the land has been available with no offers and potential benefits from selling the lot, such as no longer requiring maintenance of the lot, a new property and residents in town with obvious benefits that comes with that.

As per section 3.58 of the Local Government Act a valuation of the land is required for Council's consideration and assessment against the offer from the applicant.

A market valuation has been undertaken and the market valuation is assessed as below;

Vacant Land – 40 Farrall St, Bruce Rock

Market Valuation Extract

*There is little consistency between market evidence indicating a broader value range. The above information and the evidence attached herein indicates a Market Valuation Range of **\$10,000 to \$13,000**. We have adopted the midpoint of \$11,500 in this instance. Reflecting a land rate of \$11.30/m².*

Consultation

Mike Darby, Senior Finance Officer

Statutory Implications

Local Government Act 1995 - Sect 3.58

3.58 - Disposing of property

(1) In this section —

dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;

property includes the whole or any part of the interest of a local government in property, but does not include money.

- (2) Except as stated in this section, a local government can only dispose of property to —
 - (a) the highest bidder at public auction; or
 - (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.

- (3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
 - (a) it gives local public notice of the proposed disposition —
 - (i) describing the property concerned; and
 - (ii) giving details of the proposed disposition; and
 - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;
 and
 - (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

- (4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —
 - (a) the names of all other parties concerned; and
 - (b) the consideration to be received by the local government for the disposition; and
 - (c) the market value of the disposition —
 - (i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or

Policy Implications

Nil

Risk Implications

Risk: If Council does not approve the disposal of land it may remain sold for an unknown period of time.		
Likelihood	Consequence	Rating
Possible	Moderate	Moderate
Action / Strategy		
That Council seek an amicable arrangement to assist in the development of the lot and increasing investment into Bruce Rock.		

Financial Implications

Council has a budget provision of \$15,000 in 2022/23 for the income for sale of vacant land.

Council needs to consider the offer of \$12,500 inc gst against the market valuation of \$11,500.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Infrastructure

Goal 3: Assist the local economy to grow

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

- 4.3 – Promote existing residential land and plan for future commercial and residential land developments to meet current and future needs

Voting Requirements

Absolute Majority

Officer Recommendation

That Council:

1. Considers the offer of \$12,500 from Anita Foster to purchase Council’s vacant land located at 40 Farrall St, Bruce Rock. and;
2. If Council agrees then
 - a) In accordance with section 3.58 of the Local Government Act Council authorises the Chief Executive Officer to give local public notice of its intention to dispose of the following lot to Anita Foster for the amounts stated below;
40 Farrall St, Bruce Rock \$12,500 inc GST
 - b) That at the conclusion of the advertising period should there be no public submissions the CEO be authorised to proceed with the lease or if submissions are received an item be presented to the May 2023 Ordinary Meeting of Council to consider, prior to the execution of the disposal/sale of 40 Farrall St, Bruce Rock.
 - c) That if the sale proceeds staff commence the transfer of Crown Land process to Council, liaising with the Department of Lands.

Council resolution varied to Officer Recommendation to reduce the offer to \$11,500 to reflect counter-offer of applicant and valuation, and add a caveat to build a premises within a 3 year timeframe.

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Apr 23 – 10.5.2

Moved: Cr Waye

Seconded: Cr Rajagopalan

That Council:

- 1. Accepts the offer of \$11,500 from Anita Foster to purchase Council’s vacant land located at 40 Farrall St, Bruce Rock. and;**
- 2. Council agrees:**
 - a) That staff commence the transfer of Crown Land processes to Council, liaising with Department of Lands.**
 - b) In accordance with section 3.58 of the Local Government Act Council authorises the Chief Executive Officer to give local public notice of its intention to dispose of the following lot to Anita Foster for the amounts stated below;
40 Farrall St, Bruce Rock \$11,500 inc GST**
 - c) That at the conclusion of the advertising period should there be no public submissions the CEO be authorised to proceed with the lease or if submissions are received an item be presented to the next Ordinary Meeting of Council to consider, prior to the execution of the disposal/sale of 40 Farrall St, Bruce Rock.**
 - d) Subject to a caveat being placed for a premises being built within 3 years.**

CARRIED BY ABSOLUTE MAJORITY 8/0

11. Regional Reports

12. New Business of an urgent nature introduced by discussion of the meeting

13. Confidential Items

Agenda Reference and Subject:

13.1.1 Appointment of Senior Employee – Manager of Governance & Community Services

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Nil

Attachments:

Item 13.1.1 Attachment A – Manager of Governance and Community Services Contract of Employment

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Apr 23 – 13.1.1.1

Moved: Cr Rajagopalan

Seconded: Cr Waye

Officer Recommendation

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

(b) the personal affairs of any person;

Carried 8/0

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Apr 23 – 13.1.1.2

Moved: Cr Rajagopalan

Seconded: Cr Kilminster

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.

Carried 8/0

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Apr 23 – 13.1.1.3

Moved: Cr Verhoogt

Seconded: Cr Foss

That Council:

- 1. That Council formally approves the change of position title within the Shires Organisation Structure from Deputy Chief Executive Officer to Manager of Governance and Community Services.**
- 2. That Council endorses the appointment of Nerea Ugarte to the position of Manager of Governance and Community Services based on a three year contract of employment commencing on the 24th April 2023.**
- 3. Council endorses the contract and remuneration package as outlined and offered to Nerea Ugarte.**

Carried 8/0

14. Closure of Meeting

The Shire President Stephen Strange thanked everyone for their attendance and declared the meeting closed at 4.29pm.

These minutes were confirmed at a meeting on 18 May 2023.

Cr Stephen Strange
Shire President
18 May 2023



Shire of
Bruce Rock

Where friends become family



Agenda Attachments

Thursday 20 April 2023

SHIRE OF BRUCE ROCK
AGENDA ATTACHMENTS 20 APRIL 2023

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Shire of Bruce Rock
Works and Services Committee Meeting held in
Bruce Rock Shire Council Chambers
on Thursday 16 March 2023

MINUTES

1. Meeting Opened

The Chair, Cr Kevin Foss, opened the meeting at 9.31am on Thursday 16th March 2023.

2. Attendance

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

Apologies

Cr BJ Waight	Councillor
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3. Minutes

That the minutes of the Works and Services Committee held on the 7 February 2023 be confirmed as a true and correct record.

COMMITTEE DECISION

Resolution WSCM March 23 – 3.1

Moved: Cr Strange

Seconded: Cr Crooks

That the minutes of the Works and Services Committee held 7 February 2023 be confirmed as a true and correct record.

Carried 3/0

4. General Business Roads, Drainage & Paths

4.1 All Roads, Drainage & Paths

• **Roads Maintenance**

- We will be starting the grading after the Totadgin Rd works are completed, they will be doing drains mainly on the major roads to start then when we get rain will be starting on the North/West side, I will also set up the spray truck and start the spraying.

• **R2R & Council Funded**

These are the proposed projects for the 22/23 year:

- Totadgin Rd, construction & seal 5.5km plus this year's works, works has started, and seal has been booked for late March 2023

• **RRG Program**

- The sections of road for the 22/23 year are on the Old Beverley Rd, **COMPLETED**
- Doodlakine Rd re-seal, booked for mid-March 2023
- Shackleton-Kellerberrin Rd re-seal, booked for mid-March 2023

- **Drainage Works**
 - Only general maintenance works will be carried out this year, we have completed several washouts on floodways including Old Beverley Rd between BK South and Corrigin Rd

- **Townsite Footpaths & Kerbing**

Paths for 22/23,

 - Noonajin Rd **COMPLETED**
 - Butcher St (Swan to Brownley) **COMPLETED**

Kerbing for 22/23

 - Yelland Rd **COMPLETED**

- **Blackspot Funding**
 - Will look at adding the Cumminin and Naremben Rd project to this.
- **Bridges**

Seven Bridges to be completed for this year are:

 - Yarding Ardath 4059A, put out to tender and has come in over our budgeted amount. **This bridge will be put into the 24/25 budget I have spoken to MRWA on the funding.**
 - Yarding Ardath 6023 (Council funded) there is a problem with the size of bridge and will require extra funds. **This will be put into the 23/24 budget submissions for extra funding.**
 - Shackleton-Bilbarin 5130 **Completed**
 - Belka East Rd 6008 **Pipes in batching plant ready to install.**
 - Erikin North Rd 5085, Vern to completed after Belka East Rd, **On track for Vern to complete.**
 - Erikin Sth Rd 6033, put out to tender and has come in over our budgeted amount. **This bridge will be put into the 23/24 budget I have spoken to MRWA on the funding.**
 - Cukela Rd 5017 (council funded) **Completed**

- **Other Funded Works**
 - Dam repairs to the Turkeys Nest and Negi small square dam, still water in dams will pump out ASAP now crops are off. I am finding it hard to complete this project as we have too much water in the dams and cannot get into them, I will speak to the funding organization and see if I can carry it over to next year.

Meeting Note:

David gave an overview and update on each of the 2022/23 works programs, with feedback provided on actions for water catchment management.

4.2 New Roads, Drainage & Paths 23/24

For Committees consideration for next meeting for next year's budget submissions.

- **R2R & Council Funded**
 - Totadgin Rd complete to Cramphorne Rd, 3.8km
 - Yarding Ardath Rd, Smith to completed section,
 - Graveling sections to be confirmed.
- **RRG Program**
 - Old Beverley Rd carrying on from where finished,
 - Shack Kella Rd small Re-Seal, this will finalise this road for now,
 - BK Doodlakine Rd, continuing the RE-Seal works.
- **Drainage Works**
 - Naremben Boundary Rd, remove bridge and install floodway and pipes.

- **Townsite Footpaths**
 - Butcher St finalises section,
 - Other areas to be confirmed.
- **Kerbing**
 - Teasdale and Butcher St's sections that were not completed form the 22/23 year.
- **Blackspot Funding**
 - BK Narembeen and Cumminin Rd intersection continuation.
- **Bridges**
 - Any bridges held over from the 22/23 year.
- **Other Funded Works**
 - Airport upgrades, re-seal runway, purchase and install gables and cones and upgrade the PALC system.
 - WSN, preconstruction works this will go on for several years on the Corrigin Rd.
 - Johnson St, survey and design works.

Meeting Note:

The Manager of Works and Services provided long term plans for each component of the Works Program. The Committee gave feedback for consideration in the 2023/24 budget considerations.

The Manager of Works and Services is to update the plans as guided and present them for consideration in the 2023/24 capital budget considerations.

5. Machinery and Vehicles

- Update on what is happening with the fleet and what can be done into the future.

6. Dams and Water Capturing Works

- As above water grant.
- Upgrades of pumps to transfer water.

7. Recreation Centre

Nil

8. Other Matters

- General update of other issues,
- Local contractors/ suppliers going forward,
- RAV Routes & any problems,

9. Date Next Meeting

The next meeting is to be held in May 2023 to assist in progressing capital works program for 2023/2024 budget consideration. The Chairman and CEO will set a date as soon as practical.

10. Meeting Closure

The Chair, Cr Kevin Foss thanked everyone for their attendance and declared the meeting closed at 10.45am.

These minutes were confirmed at a meeting on

Cr Kevin Foss
Committee Chairperson

SHIRE OF BRUCE ROCK

AUDIT COMMITTEE MINUTES MEETING 16 MARCH 2023

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SHIRE OF BRUCE ROCK

AUDIT COMMITTEE AGENDA MEETING 16 MARCH 2023

1. Declaration of Opening

The Shire President Stephen Strange declared the meeting open at 3.34pm.

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

President	Cr SA Strange
Councillors	Cr AR Crooks
	Cr KP Foss
	Cr NC Kilminster
	Cr PG Negri
	Cr R Rajagopalan
	Cr J Verhoogt
	Cr RA Waye
Chief Executive Officer	Mr DRS Mollenoyux
Deputy Chief Executive Officer	Mr A O'Toole
Manager of Finance	Mrs M Barthakur
Executive Assistant	Mrs MJ Schilling
Apology	Cr BJ Waight

3. Response to Previous Public Questions Taken on Notice

4. Public Question Time

5. Petitions / Deputations / Presentations / Submissions

6. Confirmation of Minutes

Audit Committee Meeting held 15 December 2022

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution ACM Feb 23 – 6.1

Moved: Cr Rajagopalan

Seconded: Cr Foss

That the minutes of the Audit Committee Meeting held 15 December 2022 be confirmed as a true and correct record.

Carried 8/0

7. Reports of Officers

Agenda Reference and Subject:	7.1.1 Recommendation to adopt Compliance Audit Return 2022
Reporting Officer:	Alan O’Toole, Manager of Finance
Author:	Alan O’Toole, Manager of Finance
Disclosure of Interest	Nil
Attachment	<i>Item 7.1.1 Attachment A – Compliance Audit Return 2022</i>

Summary

The Audit Committee to consider the Compliance Audit Return and make a recommendation for adoption to Council.

Background

Each year Council has to complete a Compliance Audit Return which addresses various areas of Shire activity to ensure good governance. The Compliance Audit Return has to be submitted to the Department of Local Government, Sport and Cultural Industries by 31 March 2023.

Comment

The Compliance Audit Return is attached and as can be seen, Council is compliant. Before submission the Compliance Audit Return has to be:

- a) presented at a meeting of the Council;
- b) adopted by the Council; and
- c) the adoption recorded in the minutes of the meeting at which it was adopted.

Consultation

Darren Mollenoyux, Chief Executive Officer
Manisha Barthakur, Manager of Finance

Statutory Implications

This Compliance Audit Return is mandatory and is to ensure Council’s statutory compliance with the Local Government Act 1995 and associated regulations.

Policy Implications

Nil

Risk Implications

Risk: That the Compliance Audit Return is not accepted by Council.		
Likelihood	Consequence	Rating
Rare	Major	High
Action / Strategy It is a statutory requirement that the Compliance Audit Return is accepted by the Audit Committee and by full Council so that it can be submitted to the Department of Local Government by 31 March 2023.		

Financial Implications

Nil

Strategic Implications

Shire of Bruce Rock Strategic Community Plan 2022-2032

Governance

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

Goal 4.3 – Proactive and well governed Shire

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution ACM Feb 23 – 7.1.1

Moved: Cr Verhoogt

Seconded: Cr Negri

That the Audit Committee recommends to Council that it adopts the Compliance Audit Return, as attached, for the period 1 January 2022 to 31 December 2021 in accordance with the Local Government (Audit) Regulations 1996.

Carried 8/0

8. Confidential Items

9. New Business of an urgent nature introduced by discussion of the meeting.

10. Closure of Meeting

The Shire President Stephen Strange thanked everyone for their attendance and declared the meeting closed at 3.26pm.

These minutes were confirmed at a meeting on

Cr Stephen Strange
Shire President

SHIRE OF BRUCE ROCK

MINUTES – ORDINARY MEETING 16 MARCH 2023

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SHIRE OF BRUCE ROCK

MINUTES – ORDINARY MEETING 16 MARCH 2023

1. Declaration of Opening

The Shire President Cr SA Strange declared the meeting open at 3.36pm.

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

President	Cr SA Strange
Councillors	Cr AR Crooks
	Cr KP Foss
	Cr NC Kilminster
	Cr PG Negri
	Cr Rajagopalan
	Cr J Verhoogt
	Cr RA Waye
Chief Executive Officer	Mr DRS Mollenoyux
Deputy Chief Executive Officer	Mr A O’Toole
Executive Assistant	Mrs M Schilling (Minutes)
Manager of Finance	Mrs M Barthakur (3.36pm to 3.55pm)
Apology	Cr BJ Waight

3. Declarations of Interest

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

Date	Name	Item No	Reason

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

Date	Name	Item No	Reason

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

Date	Name	Item No	Reason

4. Response to Previous Public Questions Taken on Notice

5. Public Question Time

6. Petitions/Deputations/Presentations/Submissions

7. Applications for Leave of Absence

8. Announcements by Presiding Member

9. Confirmation of Minutes

Annual Electors Meeting held Thursday 16 February 2023

<p>COUNCIL DECISION Resolution OCM Mar 23 – 9.1.1</p> <p>Moved: Cr Rajagopalan Seconded: Cr Crooks</p> <p>Annual Electors Meeting held Thursday 16 February 2023 be received.</p> <p style="text-align: right;">Carried 8/0</p>

Ordinary Meeting of Council held on Thursday 16 February 2023

<p>COUNCIL DECISION Resolution OCM Mar 23 – 9.1.2</p> <p>Moved: Cr Foss Seconded: Cr Waye</p> <p>Ordinary Meeting of Council held on Thursday 16 February 2023 be confirmed as a true and correct record.</p> <p style="text-align: right;">Carried 8/0</p>

Local Emergency Management Committee Meeting held on 27 February 2023

<p>COUNCIL DECISION Resolution OCM Mar 23 – 9.1.3</p> <p>Moved: Cr Crooks Seconded: Cr Kilminster</p> <p>Local Emergency Management Committee Meeting held on 27 February 2023 be received.</p> <p style="text-align: right;">Carried 8/0</p>

Bush Fire Advisory Committee Meeting held Friday 10th March 2023

<p>COUNCIL DECISION Resolution OCM Mar 23 – 9.1.4</p> <p>Moved: Cr Negri Seconded: Cr Crooks</p> <p>Bush Fire Advisory Committee Meeting held Friday 10th March 2023 be received.</p> <p style="text-align: right;">Carried 8/0</p>

10. Officers' Reports

10.1 Manager of Works and Services

Nil

10.2 Manager of Finance

Agenda Reference and Subject:

10.2.1 Statement of Financial Activity

Reporting Officer:

Manisha Barthakur, Manager of Finance

Author:

Manisha Barthakur, Manager of Finance

Disclosure of Interest

Nil

Attachment:

*Item 10.2.1 Attachment A – Statement of Financial Activity
February 2023*

Summary

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

Background

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

Comment

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

Consultation

Darren Mollenoyux, Chief Executive Officer
Alan O'Toole, Deputy Chief Executive Officer
David Holland, Manager of Works and Services
Julian Goldacre, Environmental Health Officer
Mike Darby, Senior Finance Officer and other staff

Statutory Implications

r. 34 Local Government (Financial Management) Regulations 1996

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

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

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

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

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

Policy Implications

Nil

Risk Implications

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

Financial Implications

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

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

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

Voting Requirements

Simple Majority

<p>COUNCIL DECISION Resolution OCM Mar 23 – 10.2.1</p> <p>Moved: Cr Foss Seconded: Cr Kilminster</p> <p>That the Statements of Financial Activity for the month ending 28 February 2023 are received.</p> <p style="text-align: right;">Carried 8/0</p>

Agenda Reference and Subject:

10.2.2 List of Payments

Reporting Officer:

Manisha Barthakur, Manager of Finance

Author:

Mike Darby, Senior Finance Officer

Disclosure of Interest:

Nil

Attachments:

Item 10.2.2 Attachment A – List of Payments February 2023

Summary

List of payments made since the last Ordinary Council Meeting.

Background

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

Comment

Following is a list of payments made from Council’s Municipal and Trust Accounts and payments made with the CEO’s credit card for the month of February 2023.

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

Consultation

Nil

Statutory Implications

s.6.10 Local Government Act 1995

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

Policy Implications

Nil

Risk Implications

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

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

Financial Implications

Payments must be made in accordance with 2022/23 Budget.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

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

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Mar 23 – 10.2.2

Moved: Cr Verhoogt

Seconded: Cr Rajagopalan

That Council endorse the list of payments from the:

1. Municipal Account consisting of:

- a. EFT voucher numbers EFT20946 to EFT 21093 totalling \$657,089.17
- b. Cheque number 111 to 114 totalling \$23,330.60
- c. Trust EFT Payments
- d. Wages and Superannuation payments totalling \$207,870 and
- e. Credit Card payments \$1,119.78

(Please note that the credit card payment is reported separately but is a part on EFT payment)

With all payments totalling \$888,290.53 for the month of February 2023.

Carried 8/0

Agenda Reference and Subject:

10.2.3 Adoption of the 2022-23 Budget Review and Amendments to 2023-23 Budget

Reporting Officer:

Manisha Barthakur, Manager of Finance

Author:

Manisha Barthakur, Manager of Finance

Disclosure of Interest:

Nil

Attachments:

Item 10.2.3 Attachment A - 2022-23 Budget Review Statement of Financial Activity, notes on Closing funds, and Budget Amendments.

Summary

To consider and adopt the Budget Review as presented in the Statement of Financial Activity for the period 1st July 2022 to 28th February 2023 in relation to the adopted annual budget and projections estimated for the remainder of the financial year.

Background

The budget review has been prepared to include information required by the *Local Government Act 1995, Local Government (Financial Management) Regulations 1996 and Australian Accounting Standards*. Statement of Budget Review incorporating year to date budget variations and forecasts to 30th June 2023 for the period ending 28th February 2023 is presented for Council for consideration.

Consideration of status of various projects and programs was undertaken to ensure any anticipated variances were captured within the review document where possible.

Council's adopted 5% variance and a \$5,000 minimum for reporting of material variances to be used in the statements of financial activity and the annual budget review.

Comment

The budget review report includes in Note 4 a summary of predicted variances by nature and type, activities contained within the rate setting statement, including whether variances are considered to be permanent or due to timing. Included in the budget review is a comprehensive listing of amendments to the Budget.

Consultation

Darren Mollenoyux, Chief Executive Officer,
Alan O'Toole, Deputy Chief Executive Officer,
David Holland, Manager of Works and Services,
Julian Goldacre, Environmental Health Officer

Statutory Implications

33A. Review of budget

- (1) *Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.*
- (2A) *The review of an annual budget for a financial year must —*
 - (a) *consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and*
 - (b) *consider the local government's financial position as at the date of the review; and*

- (c) review the outcomes for the end of that financial year that are forecast in the budget.
- (2) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.
- (3) A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.
*Absolute majority required.
- (4) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

Policy Implications

Nil

Risk Implications

Risk: That the 2022-23 Budget does not reflect the forecast expenditure and revenue for the remaining financial year.		
Likelihood	Consequence	Rating
Almost Certain	Moderate	High
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “High” risk. As a High Risk, the Manager of Finance will be monitoring the progress regularly.		

Financial Implications

Specific financial implications are outlined in the Budget Review Document

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

Goal 4.3 – Proactive and well-governed Shire.

Voting Requirements Absolute Majority

<p>OFFICER RECOMMENDATION AND COUNCIL DECISION Resolution OCM Feb 23 – 10.2.3</p> <p>Moved: Cr Rajagopalan Seconded: Cr Wayne</p> <p>That Council adopt;</p> <p>a. the Budget Review as presented for the period 1st July 2022 to 28th February 2023; and b. the amendments to the 2022-23 Budget as listed.</p> <p style="text-align: right;">CARRIED BY ABSOLUTE MAJORITY 8/0</p>
--

Program	Nature & Type	Amendments
Governance	Materials & Contracts	Increase budgeted expenditure in GL 042241-EXP - Admin - Purchase of Property, Plant & Equipment Under \$5,000 GEN from \$2,000 to \$6,000 and decrease budgeted amount in the GL 042219-EXP - Admin - Maintenance on Admin Office Building Expenses GEN from \$17,272 to \$13,272
Law Order Public Safety	Other revenue	Increase income in GL 051308- INC - Fire Prev - Reimburse of Expenses for Shackleton Complex Fire GEN from 0 to \$25200 due to reimbursement from DFES (Shackleton complex)
Health	Materials & Contracts	Increase budgeted expenditure in GL 073212- EXP - Med Cent - Doctor's House (5 Bean Rd) Maintenance Expenses GEN by \$18,000 making it \$32,120 from \$14,120 and decrease the revenue of \$18,000 in GL 051308- INC - Fire Prev - Reimburse of Expenses for Shackleton Complex Fire GEN
Health	Other revenue/ Other Expenditure	Increase GL 071204- EXP - Hlth Ins - Litigation & Works under Health Act Expenses GEN from \$1000 to \$6000 and increase income in GL 071304 INC - Hlth Ins - Town Planning Application Fee Income (TP) GEN
Education & Welfare	Materials & Contracts	Increase budgeted expenditure on GL 081201 EXP - Early Ed - Playgroup Building, 81 Butcher St Maint Expenses from \$4200 to \$8200. Decrease GL 083201 EXP - Oth Welf - Daycare Building (1 - 3 Bean Rd) Maint Expenses from \$9650 to \$5650
Housing	Materials & Contracts	Increase budgeted expenditure in GL 094206-EXP - Staff Housing - 99 Noonajin St - DCEO's House GEN by \$5000 from \$11,690 to \$16690. Decrease \$10,000 in Job J04204-Upgrade Electrical Compliance at Admin Building (Capital) and Decrease \$5000 in GL 094211-EXP - Staff Housing - 39 Westral St GEN
Housing	Materials & Contracts	Increase the budgeted expenditure in GL 093211- EXP - Comm Housing - 23 Collier St (Rented to Hospital) - Maint GEN by \$5000 and decrease the GL 051308- INC - Fire Prev by \$5000.
Recreation & Culture	Materials & Contracts	Increase budgeted expenditure GL 112204 EXP - P&G - Main Street Gardens from \$41k to \$65k and decrease budgeted expenditure of GL- 113204 EXP - H&RC - Bruce Rock Rec Centre Maint from \$111270 to \$87270
Recreation & Culture	Contributions & Donations	Increase the capital expenditure in Job J11304 - Timekeepers Box Access Upgrade by \$6000 and adjust the difference with the contribution in GL 117308-INC - Other R&C - Other Contributions GEN to be received by the footy club.
Recreation & Culture	Materials & Contracts	Increase expense in GL 114201 -EXP - Aqu Cent - Aquatic Centre Maint GEN by \$25,000. Decrease \$15,000 in the GL 114208-EXP - Aqu Cent - Pool Manager Salaries GEN and decrease \$10,000 in GL 144209- EXP - Aqu Cent - Relief Pool Managers Expenses GEN

Recreation & Culture/ Transport	Materials & Contracts	Create a new job and budget for \$11,000 for Railway Dam Pump, adjust the budget by decreasing the budgeted expenditure for J12126 Rec Centre Manager's Ute (BK05)
Transport	Materials & Contracts	Increase budgeted expenditure in GL 121201-EXP - Roads - Electricity for Street Lighting GEN by \$4200 and adjust by decreasing GL 051308- INC - Fire Prev - Reimburse of Expenses for Shackleton Complex Fire GEN by \$2200 and decrease GL 121227 EXP - Roads - Patching Contractor GEN by \$2000
Transport	Materials & Contracts	Create a new job for new Tanker, add a budget of \$55,000, decrease the GL 121227 EXP - Roads - Patching Contractor GEN by \$55,000 and the remaining \$92,728 to the Transport Reserve
Housing(from previous resolution)	Materials & Contracts	<i>From OCM Oct 22 - 10.2.3, expense of \$18k in GL 073212- for air conditioning in Dr House was approved but no balancing amendments were done, hence increase budgeted income in GL 093305-INC - Comm Housing - Reimbursement of Expenses GEN from \$100 to \$10,100 and utilise that income and decrease expenditure in Job J92223 by \$6000 and J92224 by \$2000</i>

10.3 Environmental Health Officer

Nil

10.4 Deputy Chief Executive Officer

Agenda Reference and Subject:

10.4.1 Shire President Stamp

Reporting Officer:

Alan O’Toole, Deputy Chief Executive Officer

Author:

Melissa Schilling, Executive Assistant

Disclosure of Interest:

Nil

Attachments:

Nil

Summary

Use of Shire President Stamp February 2023.

Background

Nil

Comment

As per Council’s policy, the Shire President Stamp has been used during the months of February 2023 as follows:

- Bankwest Account Authority Amendment Request
- Bruce Rock CRC Updated MOU

Consultation

Nil

Statutory Implications

Council Policy

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Shire of Bruce Rock Strategic Community Plan 2017-2027

Governance

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

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Feb 23 – 10.4.1

Moved: Cr Rajagopalan

Seconded: Cr Foss

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

Carried 8/0

Agenda Reference and Subject:

10.4.2 Adoption of Disability Access & Inclusion Plan
2023-2027

Reporting Officer: Alan O’Toole, Deputy Chief Executive Officer

Author: Alan O’Toole, Deputy Chief Executive Officer

Disclosure of Interest: Nil

Attachments: *Item 10.4.2 Attachment A - Disability Action and Inclusion
Plan 2023-2027*

Summary

Council is requested to adopt the Disability Access Inclusion Plan (“DAIP”) for 2023-2027.

Background

The provisions of the WA Disability Services Act, Section 28, require that the local government review its Disability Access and Inclusion Plan every five years. This was previously reviewed in 2017. The most recent Shire of Bruce Rock DAIP ran from 2017-2022.

A review of the previous DAIP has been completed, and information from recent improvements and public consultations including the Public Health Survey have been included. The draft DAIP was advertised and circulated for public consultation/comment from 20th February - 6th March 2023 as per Council’s decision at the February 2023 Meeting:

*OFFICER RECOMMENDATION AND COUNCIL DECISION
Resolution OCM Feb 23 – 10.4.3*

*Moved: Cr Verhoogt
Seconded: Cr Foss*

*That Council endorses the Draft Disability Access and Inclusion Plan 2023-2027 (DAIP) for public consultation for two weeks after which the final DAIP be brought back to Council in March 2023 for adoption and the Plan be lodged with the Disability Services Commission.
Carried 8/0*

Comment

At the closure of the Consultation period, no public submissions have been received and therefore the Disability Access and Inclusion Plan is presented to Council for adoption as is.

Consultation

Richard Struik, Department of Communities
Shayna Campbell, Engagement Officer

Statutory Implications

Disability Services Act 1993, Section 28 applies.

Policy Implications

Nil

Risk Implications

Risk: That Council do not adopt Disability Access and Inclusion Plan 2023-2027.		
Likelihood	Consequence	Rating
Unlikely	Major	Moderate
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “moderate”. As a moderate risk matter, the Manager of Governance and Community Services will be monitoring progress.		

Financial Implications

Nil

Strategic Implications

Components of the plan could have strategic implications for Council, for example, could include the provision of any public building and the application of the Premises Standards.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Feb 23 – 10.4.2

Moved: Cr Waye

Seconded: Cr Rajagopalan

That Council adopts the Disability Access and Inclusion Plan 2023-2027, whereafter it will be made available to the community and added to the Shire’s website as a Public Document, and also lodged with the Disability Services Commission.

Carried 8/0

Agenda Reference and Subject:	10.4.3 Compliance Audit Return 2022
Reporting Officer:	Alan O’Toole, Deputy Chief Executive Officer
Author:	Alan O’Toole, Deputy Chief Executive Officer
Disclosure of Interest:	Nil
Attachments:	<i>Item 10.4.3 Attachment A - Compliance Audit Return 2022</i>

Summary

This item is a recommendation from the Audit Committee. Council is requested to adopt the Compliance Audit Return for submission to the Department of Local Government, Sport and Cultural Industries (“the Department”).

Background

The Compliance Audit Return has to be completed and submitted to the Department by 31 March 2023.

Comment

Before submitting to the Department, the Compliance Audit Return is to be:

- a) presented at a meeting of the Council;
- b) adopted by Council; and
- c) the adoption of the Compliance Audit Return is recorded in the minutes of the meeting at which it was adopted.

Consultation

Darren Mollenoyux, Chief Executive Officer
 Manisha Barthakur, Manager of Finance

Statutory Implications

This Compliance Audit Return is mandatory and is to ensure Council’s statutory compliance with the Local Government Act 1995 and associated regulations.

Policy Implications

Nil

Risk Implications

Risk: That the Compliance Audit Return is not accepted by Council.		
Likelihood	Consequence	Rating
Rare	Major	High
Action / Strategy		
It is a statutory requirement that the Compliance Audit Return is accepted by the Audit Committee and by full Council so that it can be submitted to the Department of Local Government by 31 March 2023.		

Financial Implications

Nil

Strategic Implications

Shire of Bruce Rock Strategic Community Plan 2022-2032

Governance

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

Voting Requirements

Simple Majority

AUDIT COMMITTEE RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Feb 23 – 10.4.3

Moved: Cr Verhoogt

Seconded: Cr Rajagopalan

That Council adopt the Compliance Audit Return, as attached, for the period 1 January 2022 to 31 December 2022 in accordance with the Local Government (Audit) Regulations 1996.

Carried 8/0

Agenda Reference and Subject:

10.4.4 Review of Delegated Authority Register

Reporting Officer:

Alan O’Toole, Deputy Chief Executive Officer

Author:

Alan O’Toole, Deputy Chief Executive Officer

Disclosure of Interest:

Nil

Attachments:

Item 10.4.4 Attachment A - Delegation Register 2022-23

Summary

The Shire of Bruce Rock’s Delegated Authority Register is to be reviewed every financial year.

Background

In accordance with the Local Government Act 1995 section 5.46 (2), at least once every financial year the Delegated Authority Register is to be reviewed by the delegator, which is Council.

Comment

The Local Government Act 1995 (the Act) allows for a local government to delegate to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under the Act. All delegations made by the Council must be by absolute majority decision.

The following are decisions that cannot be delegated to the Chief Executive Officer:

- any power or duty that requires a decision of an absolute majority or 75% majority of the local government;
- accepting a tender which exceeds an amount determined by the local government;
- appointing an auditor;
- acquiring or disposing of any property valued at an amount determined by the local government;
- any of the local government’s powers under Sections 5.98, 5.99 and 5.100 of the Act;
- borrowing money on behalf of the local government;
- hearing or determining an objection of a kind referred to in Section 9.5;
- any power or duty that requires the approval of the Minister or Governor; or
- such other duties or powers that may be prescribed by the Act.

The Act allows for the Chief Executive Officer to delegate some of his or her powers to another employee. This must be done in writing. The Act also allows for the Chief Executive Officer to place conditions on any delegations.

A register of delegations relevant to the Chief Executive Officer and other employees is to be kept and reviewed at least once every financial year.

If a person is exercising a power or duty that they have been delegated, the Act requires them to keep necessary records to the exercise of the power or discharge of the duty. The written record is to contain:

- how the person exercised the power or discharged the duty;
- when the person exercised the power or discharged the duty; and
- the persons or classes of persons, other than Council or committee members or employees of the local government, directly affected by the exercise of the power or the discharge of the duty.

The aim of the Delegations Register is to assist with improving the time taken to make decisions within the constraints allowed by the relevant legislation. The delegations ensure that the Administration acts in a timely manner to provide services to the public, residents and customers.

The Delegations Register details the related document(s) where the power to delegate is derived from, which includes legislation and policies of the Council. Council is required to review and endorse the list of delegations to the Chief Executive Officer.

As the 2021-22 Delegated Authority Register review was extensive and introduced many new Delegations which resulted from work undertaken by WALGA on behalf of all Local Governments, this 2022-23 review has focussed on consultation with the CEO and Managers to ascertain that it is fit for purpose.

One new Delegation has been added: 10.1.4 “Native Flora and Fauna”, the purpose of which is to enable the considering and granting of requests from members of the community to collect seeds from Council-owned land.

In respect of changes that have taken place within the organisation, the Sub-Delegations which were previously made from the CEO to the DCEO have now been amended to reflect the new position of Manager of Governance and Community Services.

Consultation

Darren Mollenoyux, Chief Executive Officer
 Manisha Barthakur, Manager of Finance
 Julian Goldacre, Environmental Health Officer
 David Holland, Manager of Works and Services

Statutory Implications

Local Government Act 1995, s5.42 to s.5.44 and s.5.46

Policy Implications

Nil

Risk Implications

Risk: That Council do not endorse the Delegations Register 2022-23.		
Likelihood	Consequence	Rating
Unlikely	Major	Moderate
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “moderate”. As a moderate risk matter, the Manager of Governance and Community Services will be monitoring progress.		

Financial Implications

Nil

Strategic Implications

Shire of Bruce Rock Strategic Community Plan 2022-2032

Governance

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

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Feb 23 – 10.4.4

Moved: Cr Waye

Seconded: Cr Foss

That the Chief Executive Officer be provided with the specified delegations as per Attachment A, March 23 Delegation Register.

Carried 8/0

10.5 Chief Executive Officer

Nil

11. Regional Reports

Agenda Reference and Subject:

11.1.1 WALGA Zone Minutes February 2023

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Attachments:

Item 11.1.1 Attachment A – WALGA Zone Meeting Minutes

Summary

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

Background

The recent WALGA Great Eastern Zone Meeting was held on the 13th February 2023 at the Kellerberrin Recreation Centre.

Comment

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

The following items from the minutes are drawn to Councillors' attention:

Presentations

- Jennifer Thomas Country Engagement Manager NBN
Jennifer Thomas presented to the Zone on the 2022/23 Emergency Management Preparedness Campaign.
- Department of Local Government, Sport, and Cultural Industries (DLGSC)
Tom Fleming, Policy Officer, and Kait McNamara, Director, Child Safeguarding Implementation Unit presented to the Zone on the status of the Child Safe Awareness Policy template for local government. The presentation outlined the Unit's role in supporting local government to implement the child safe reforms. This item will be listed for the May State Council Agenda.

10.1 WALGA Great Eastern Zone Conference

Update on the Zone Conference was provided and seeking a push for people to register.

12.4.1 State Council Agenda Items

- 7.1 Proposed Advocacy Position on Constitutional Recognition of Aboriginal & Torres Strait Islanders
- 7.2 Community Disaster Resilience Strategy Submission
- 7.3 Child Safeguarding Advocacy Position
- 7.4 Submission on Draft Guidelines Minimising Impact from Outdoor Community Basketball Facilities
- 7.5 Main Roads WA Roadside Advertising Policy and Application Guidelines

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

Consultation

Nil

Statutory Implications Nil

Policy Implications Nil

Risk Implications

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

Likelihood	Consequence	Rating
Rare	Insignificant	Low

Action / Strategy

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

Financial Implications Nil

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

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

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

Voting Requirements Simple Majority

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Mar 23 – 11.1.1

Moved: Cr Foss

Seconded: Cr Verhoogt

That Council receives the minutes of the WALGA Great Eastern Zone Meeting held on the 13th February 2023 at the Kellerberrin Recreation Centre.

Carried 8/0

Agenda Reference and Subject:

11.1.2 WEROC Inc Meeting Minutes November 2022

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Nil

Attachments:

*Item 11.1.2 Attachment A – WEROC Inc Board Meeting
Minutes*

Summary

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

Background

The last WEROC Inc Board Meeting and Annual General Meeting were held on the 22nd February 2023 at the Shire of Kellerberrin Council Chambers.

Comment

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

The following items are highlighted for Councillors' attention:

7.2 Wheatbelt Medical Student Immersion Program

The 2023 Wheatbelt Medical Student Immersion Program is taking place from Tuesday 14 to Friday 17 March. Approximately 220 students from the University of Notre Dame and Curtin will participate in this year's program. Students will be hosted in one of 12 Wheatbelt towns - Bruce Rock, Corrigin, Cunderdin, Dalwallinu, Kellerberrin, Kondinin, Merredin, Moora, Narrogin, Westonia, Wongan Hills and Southern Cross. Rural Health West are continuing to work directly with each Shire to finalise an itinerary of activities for the students. Only Notre Dame students will be visiting the WEROC Shires.

Since mid-January, the Executive Officer has been participating in weekly planning group meetings with the University of Notre Dame, Rural Health West and the Rural Clinical School to finalise the arrangements for the visit. The Executive Officer will also provide on-ground support during the visit in March either in Kellerberrin or Merredin (yet to be confirmed).

7.3 Central Wheatbelt Visitors Centre Service Proposal

At the WEROC Inc. CEO Committee meeting held on 20 April 2022, tourism priorities arising from the WEROC Tourism Audit were discussed. It was recognised that it would be difficult to gain traction on any tourism projects without a dedicated resource and as such, it was suggested that a way forward might be to better utilise the Central Wheatbelt Visitors Centre by expanding their service offering to include destination development in addition to marketing/promotion. The Shire of Merredin advised that they would be happy to investigate this possibility

The Shire of Merredin provided proposal options and it was recommended that the Board consider and discuss the Shire of Merredin proposal.

The meeting resolved as follows:

RESOLUTION:

Moved: Mr. Darren Mollenoyux

Seconded: Ms. Joanne Soderlund

That:

- 1) *Discussions and decisions relating to this matter be held over until the next meeting; and*
- 2) *The Executive Officer contact Australia's Golden Outback and request a costed proposal for a locally based destination development officer.*

7.4 WEROC Regional Waste Coordinator

At the WEROC Inc. Board meeting held in Tammin on 5 September 2022, the final draft Strategic Waste Management Plan (SWMP) was presented for discussion. Mr. Giles Perryman, Director ASK Waste Management, who joined the meeting via videoconference, emphasised the importance of waste data collection and recommended that this should be a high priority for WEROC Shires. Mr. Perryman also strongly recommended that the Shires consider co-funding a regional waste coordinator. The Board resolved to refer the matter to the WEROC CEO Committee for further consideration.

At the WEROC CEO Committee meeting on Thursday 13 October 2022, the recommendation regarding a regional waste coordinator was generally supported. It was however requested that a position description that clearly defined the scope of the role and a possible funding model be presented for consideration before moving forward.

At the WEROC Board meeting held on Monday 21 November 2022 the regional waste coordinator job and position description prepared by the Executive officer was presented for consideration along with a per-capita funding model. It was recommended that the Board:

- 1) Adopt the WEROC Strategic Waste Management Plan and Landfill Consolidation Report
- 2) Endorse the recommendation of the WEROC Inc. CEO Committee that "WEROC Inc. progress in engaging a regional waste coordinator to implement the recommendations of the Strategic Waste Management Report and to facilitate improved waste data collection, subject to a position description and funding model being approved by the WEROC Inc. Board"
- 3) Endorse the WEROC Regional Waste Coordinator job and position description; and
- 4) Consider and discuss the proposed per-capita funding model.

Ms. Lisa Clack, CEO Shire of Merredin requested that this matter be tabled until the next meeting, as the Shire of Merredin were concerned that the position description was too broad and that the per-capita funding model would be disadvantageous for Merredin in the short-term. Ms. Clack asked that the Shire of Merredin be given more time to consider the position requirements and devise a more equitable funding model and to present the same to the group at the next meeting.

It was resolved that the WEROC Strategic Waste Management Plan and Landfill Consolidation Report would be adopted and recommendations 2 to 4, be held over until the next meeting. The Shire of Merredin have prepared an options paper which is presented for discussion.

As all WEROC member Councils did not have sufficient time to review the document the following was resolved:

Resolution

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

Those discussions and decisions relating to this matter be held over until the next meeting.

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

Consultation	Nil
Statutory Implications	Nil
Policy Implications	Nil

Risk Implications

Risk: That Council does not receive the minutes or object to decisions of the WEROC Inc Board meeting.

Likelihood	Consequence	Rating
Rare	Insignificant	Low

Action / Strategy

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

Financial Implications Nil

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

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

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

Voting Requirements Simple Majority

Officer Recommendation

That Council receives the minutes of the WEROC Inc Board Meeting held on the 22nd February 2023 at the Shire of Kellerberrin Council Chambers.

Officer Recommendation varied to Council decision to provide direction on the Tourism Proposal and Waste Strategy.

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Mar 23 – 11.1.2

Moved: Cr Rajagopalan

Seconded: Cr Kilminster

That Council

1. Receives the minutes of the WEROC Inc Board Meeting held on the 22nd February 2023 at the Shire of Kellerberrin Council Chambers.
2. Does not support the proposal put forward for the collaboration and direction proposed as it is not in line with the original direction of WEROC and does not believe the preferred option would provide effective benefit to Bruce Rock due to our location.
3. Supports the proposal from Shire of Merredin and options to progress the Regional Waste Strategy, however confirming that whilst Bruce Rock requests to participate it will not be requiring access to the regional site for at least 12 years, with funding models for this to be further considered.

Carried 8/0

Agenda Reference and Subject:

11.1.3 CEACA Meeting February 2023 Minutes

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Nil

Attachments:

Item 11.1.3 Attachment A – CEACA General Committee Minutes

Summary

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

Background

The 9 member Councils of the Central Eastern Aged Care Alliance (CEACA Inc.) held its General Meeting on the 28th February 2023 at the Merredin Recreation Centre.

Comment

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

The Shire President and CEO attended the meeting.

A copy of the minutes has been provided to Council for their reference.

Consultation

Discussions were held at the CEACA Inc. Committee Meeting

Statutory Implications Nil

Policy Implications Nil

Financial Implications

Nil

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Community

Strategic Priority

1.1 – Community are engaged and have a healthy lifestyle

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

Governance

Strategic Priority

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

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

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Mar 23 – 11.1.3

Moved: Cr Rajagopalan

Seconded: Cr Foss

That Council receives the minutes of the CEACA Inc General Meeting held on the 28th February 2023 at the Merredin Recreation Centre.

Carried 8/0

12. New Business of an urgent nature introduced by discussion of the meeting

Agenda Reference and Subject:	12.1.1 Reconciliation Action Plan, Working Group – Terms of Reference
Reporting Officer:	Darren Mollenoyux, Chief Executive Officer
Author:	Darren Mollenoyux, Chief Executive Officer
Disclosure of Interest:	Nil
Attachments:	<i>Item 12.1.1 Attachment A – RAP Working Group Terms of Reference</i> <i>Item 12.1.1 Attachment B – Council Policy 7.2 Community Engagement</i>

Summary

Council is asked to consider the endorsement of the Shire of Bruce Rock’s Terms of Reference for the Reconciliation Action Plan Working Group.

Background

Council has indicated that they would consider working towards the implementation of a Reconciliation Action Plan over the past few years and following presentation of information obtained from a training course in March 2021, at the April 2021 Councillor Information Session the following was presented;

As per direction from the March 2021 Councillor Information Session the CEO has gathered some examples of Local Government – Reconciliation Action Plans.

The four samples have been provided as an attachment to this document. I would suggest that Council consider the documents attached and whilst will need to develop our own the Shire of XXXXXXXXX document would be a good starting point and guide.

With current workloads and commitments, it is requested that should Council wish to proceed with the development of a Reconciliation Action Plan that it be deferred until the second half of the 2021/2022 financial year and that a small budget provision be made to assist in the development of the document.

Council considered this information and agreed to proceed, however that it be delayed until 2021/22 due to current workloads and priorities and the following placed in Council’s Monthly Status Report;

Info Session April 2021	Form working group in 2022 to work towards developing a Reconciliation Plan for Bruce Rock	Responsible Officer CEO	Notation made to action process in 2022.
Reconciliation Action Plan for Bruce Rock			

With the impacts of the Shackleton Fire Event occurring in February 2022 and beyond, Council agreed to push this out until 2022/23, and that Cr Strange and Cr Verhoogt appointed as Councillor Representatives to be on the Working Group. The following update was endorsed and included at the October 2022 Councillor Information Session;

Information Session Oct 22	Working Group for Reconciliation Action Plan to be formed consisting of Cr Verhoogt and Cr Strange.	Responsible Officer CEO, EO	The draft Terms of Reference have been prepared for feedback from Council representatives. There will be the first meeting with Council reps on the 10 th March 2023.
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In addition, Council set a Key Performance Indicator (KPI) for the CEO in 2021 for the Development of a Reconciliation Action Plan by June 2022, this too was deferred due to workloads from the new Supermarket and impacts of the Shackleton Fire.

At the 2022 CEO Performance Review Council reset the CEO’s KPI’s to reflect this and at the September 2022 Ordinary Meeting of Council set the following CEO KPI;

Number 10. Reconciliation Action Plan

- Development of a Reconciliation Action Plan for the Shire

Comment

In October /November 2022 staff contacted Reconciliation Australia to seek information and templates to commence the process of developing a Reconciliation Action Plan for the Shire of Bruce Rock.

The CEO requested the Engagement Officer to commence gathering all of the required information and provide feedback to the CEO on the steps requested and required documentation to undertake this process.

The first step in the process is the development of a Reconciliation Working Group – Terms of Reference to guide and set the rules around the working group and its parameters. The Engagement Officer amended the template provided by Reconciliation Australia to reflect the Shire of Bruce Rock. This was then provided to the CEO who made amendments and subsequently the Draft Terms of Reference was provided to the two Councillor representatives for feedback.

On the 10th March 2023 the CEO and Engagement Officer met with the two Councillor representatives to provide an overview of the Reconciliation Action Plan process and to consider the Draft Terms of Reference. A couple of minor changes were requested and have now been made to the document.

Attached is the Reconciliation Working Group Terms of Reference document for 2023 – 2024 for Council’s endorsement.

Following Council’s consideration and subsequent endorsement we will commence the forming of the Working Group in line with the Terms of Reference.

In addition, information on the types of Reconciliation Action Plans was provided to the Councillor representatives, these are templates from Reconciliation Australia. Both the CEO and Engagement Officer had previously discussed the type of RAP that would be appropriate for our organisation and it was thought that the base level RAP would be best suited.

The Reflect RAP template was provided and discussed with Councillor representatives.

Consultation

The Reconciliation Action Plan Working Group Terms of Reference has been prepared by Council’s Engagement Officer, Shayna Campbell with guidance and direction from the CEO.

Staff have liaised with Reconciliation Australia and have prepared the Terms of Reference in line with the template provided.

The Draft Terms of Reference were provided to Council representatives, Cr Strange and Cr Verhoogt for comment and feedback. Staff met with the Council Representatives on the 9th March 2023 and reviewed the document with minor variations recommended and subsequently updated in readiness for Council consideration.

Statutory Implications

The Minister for Local Government has advised that the new Local Government Act Bill will include the requirements for Local Governments to establish processes for engaging with Aboriginal people. There is no detail in what will be required at this stage, as with other Reform changes the CEO will provide updates when they are announced.

Policy Implications

Council Policy 7.2 – Community Development

Policy in respect to the engagement of the community.

This Policy provides Council guidelines in respect of engaging the community. This will help the Shire of Bruce Rock make better decisions which reflect the interests and concerns of potentially affected people and entities.

A copy of the policy is attached.

Risk Implications

Risk: If Council does not support the Terms of Reference for the Reconciliation Action Plan Working Group it would impact on the effectiveness of the working group and prohibit the CEO from completing the KPI set by Council.		
Likelihood	Consequence	Rating
Unlikely	Moderate	Moderate
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “Medium” risk and will be managed by specific monitoring and response procedures.		

Financial Implications

Work is undertaken internally and wages already captured in Council’s Annual Budget. There will be minor costs for morning tea or refreshments when meetings are held. As this is only the endorsement of the Terms of Reference for the Working Group there are no other costs associated at this stage.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Community Priorities

- Priority 1 Inclusive community activities, events and initiatives
- Achievement towards a Reconciliation Action Plan

Governance

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

Chief Executive Officer’s Key Performance Indicators

Council resolved and set the CEO’s Key Performance Indicators in September 2023, with one of the priorities being set as;

- Number 10. Reconciliation Action Plan
- Development of a Reconciliation Action Plan for the Shire

Voting Requirements Simple Majority

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Mar 23 – 12.1.1

Moved: Cr Verhoogt

Seconded: Cr Kilminster

That Council endorses the Shire of Bruce Rock Reconciliation Action Plan Working Group – Terms of Reference document, as presented;

And,

That the process commences to form the Working Group to work towards preparing a Draft base level “Reflect” Reconciliation Action Plan” for Council’s consideration.

Carried 8/0

Agenda Reference and Subject:

12.1.2 Amendment to Policy 8.5 “Firebreaks”

Reporting Officer:

Alan O’Toole, Deputy Chief Executive Officer

Author:

Alan O’Toole, Deputy Chief Executive Officer

Disclosure of Interest:

Nil

Attachments:

Item 12.1.2 Attachment A – Council Policy 8.5 - Firebreaks

Summary

Council is asked to endorse amendments to the Policy relating to Firebreaks (Policy 8.5) in the Policy Manual. This was discussed at the last meeting of the Bushfire Advisory Committee (BFAC) and has been recommended for endorsement by Council.

Background

Discussion at the BFAC Meeting in September 2022 included whether it was still appropriate or necessary to have the requirement for 3 metre Firebreaks on rural properties, and whether a 2.5 metre break would suffice. This is because 2.5m is wide enough to enable firefighting appliances through, and more accurately reflects modern farming practice. Also, a lot of firebreaks that are currently being put in place do not meet the full three metres, but would meet compliance with a 2.5m break.

Comment

This issue was discussed again at the March 2023 BFAC and was recommended to be brought to the next full Council Meeting for consideration, and if endorsed can be circulated to the community in advance of seeding.

A further amendment required to bring the Policy in line with the recent change in Prohibited and Restricted Burning Periods is to amend the date which firebreaks have to be in place to “up to and including 31st March”. (Note: this is an Administrative amendment).

Consultation

Darren Mollenoyux, Chief Executive Officer
Bushfire Advisory Committee

Statutory Implications

Nil

Policy Implications

Amended Policy 8.5

Risk Implications

Risk: Council does not adopt the amendments to Policy 8.5

Likelihood	Consequence	Rating
Unlikely	Major	Moderate

Action / Strategy

This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “Moderate” risk and will be managed by specific monitoring and response procedures.

Financial Implications

Nil

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

Goal 10 Our organisation is well positioned and has capacity for the future.

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

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Mar 23 – 12.1.1

Moved: Cr Negri

Seconded: Cr Crooks

Council adopts the proposed amendments to Policy 8.5 “Firebreaks”.

Carried 8/0

13. Confidential Items

Agenda Reference and Subject:

13.1.1 Tender 1.2022.23 Supply & Install Furniture –
Inclusion of Option

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Nil

Attachments:

*Item 13.1.1 Attachment A – Confidential Bruce Rock
Supermarket Furniture RFT Assessment Report*

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Mar 23 – 13.1.1.1

Moved: Cr Rajagopalan

Seconded: Cr Foss

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

- 2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following –
- c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and
- d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and
- e) a matter that if disclosed, would reveal –
 - (i) information that has a commercial value to a person; or
 - (ii) information about the business, professional, commercial or financial affairs of a person,

Carried 8/0

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Mar 23 – 13.1.1.2

Moved: Cr Rajagopalan

Seconded: Cr Kilminster

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

Carried 8/0

TENDER PANEL RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Feb 23 – 13.1.1.3

Moved: Cr Verhoogt

Seconded: Cr Kilminster

That Council approves the correction of Resolution OCM Feb 22 – 13.1.1.3 for Tender RFT 1.2022.23 Supply and Installation of Furniture for the Bruce Rock Supermarket to “accepts the Tender from Lane Industries as per the Tender Panel’s recommendation for Tender 1.2022/23 for \$228,285 for the Supply and install of Furniture and fit out of new supermarket”.

CARRIED BY ABSOLUTE MAJORITY 8/0

Agenda Reference and Subject:

13.1.2 Extension of Agreement for Provision of Managed
IT Services

Reporting Officer: Alan O’Toole, Deputy Chief Executive Officer

Author: Alan O’Toole, Deputy Chief Executive Officer

Disclosure of Interest: Nil

Attachments: Nil

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Mar 23 – 13.1.2.1

Moved: Cr Rajagopalan

Seconded: Cr Kilminster

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

- 2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following –
- c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and
- d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and
- e) a matter that if disclosed, would reveal –
 - (i) information that has a commercial value to a person; or
 - (ii) information about the business, professional, commercial or financial affairs of a person,

Carried 8/0

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Mar – 13.1.2.2

Moved: Cr Rajagopalan

Seconded: Cr Kilminster

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

Carried 8/0

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Feb 22 – 13.1.2.3

Moved: Cr Foss

Seconded: Cr Waye

That Council endorses the agreement to continue with Wallis Computer Solutions as the Shire’s IT provider for a further three years.

Carried 8/0

Agenda Reference and Subject:

13.1.3 CEO Annual Leave

Reporting Officer:	Darren Mollenoyux, Chief Executive Officer
Author:	Darren Mollenoyux, Chief Executive Officer
Disclosure of Interest	Darren Mollenoyux, Chief Executive Officer
Attachments	<i>Nil</i>

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Mar 23 – 13.1.3.1

Moved: Cr Rajagopalan

Seconded: Cr Kilminster

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

(b) the personal affairs of any person;

Carried 8/0

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Mar 23 – 13.1.3.2

Moved: Cr Rajagopalan

Seconded: Cr Kilminster

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

(b) the personal affairs of any person;

Carried 8/0

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Mar 23 – 13.1.3.3

Moved: Cr Kilminster

Seconded: Cr Waye

That Council Approves the annual leave request of the Chief Executive Officer, Darren Mollenoyux for the period commencing on 12 April 2023 up to and including Friday 14 April 2023.

Carried 8/0

14. Closure of Meeting

The Shire President Stephen Strange thanked everyone for their attendance and declared the meeting closed at 4.44pm.

These minutes were confirmed at a meeting on 17 April 2023.

Cr Stephen Strange
Shire President
17 April 2023



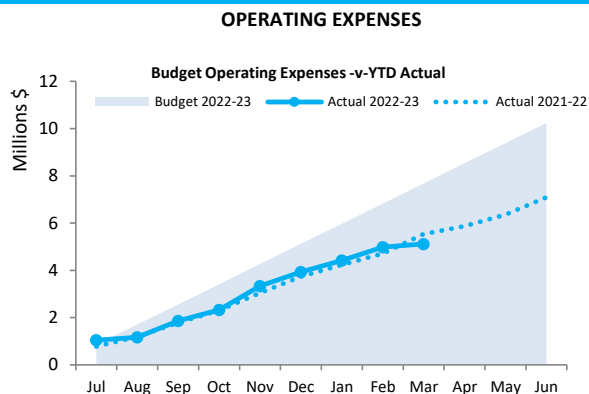
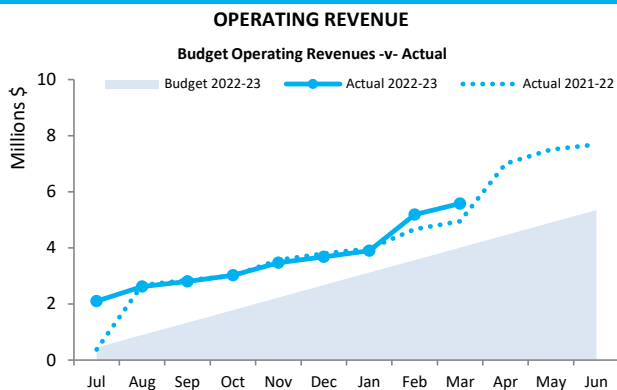
SHIRE OF BRUCE ROCK
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 31 March 2023

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

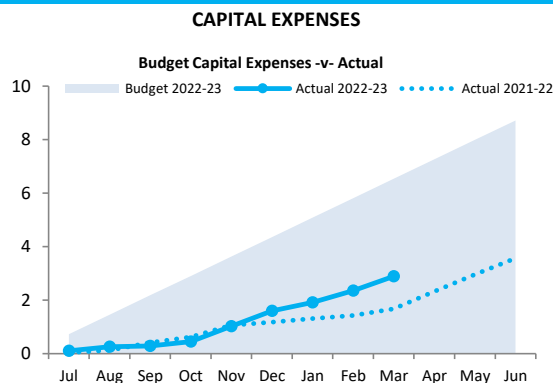
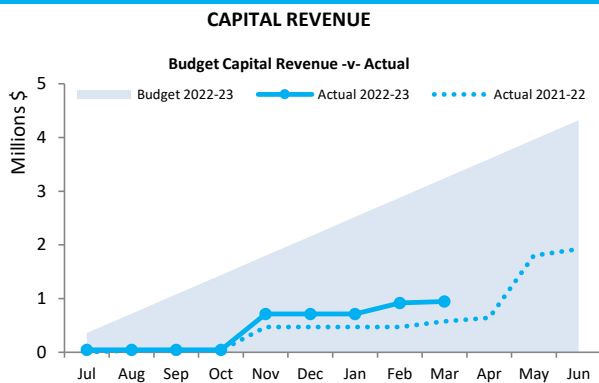
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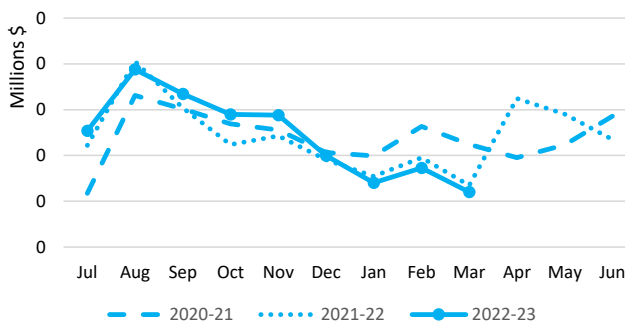
OPERATING ACTIVITIES



INVESTING ACTIVITIES



Closing funding surplus / (deficit)



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

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$2.63 M	\$2.63 M	\$2.60 M	(\$0.02 M)
Closing	(\$0.04 M)	\$1.43 M	\$0.75 M	(\$0.68 M)

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$	% of total
Unrestricted Cash	\$2.38 M	69.8%
Restricted Cash	\$1.03 M	30.2%

Refer to Note 2 - Cash and Financial Assets

Payables		
	\$	% Outstanding
Trade Payables	\$0.13 M	
0 to 30 Days		48.0%
Over 30 Days		52.0%
Over 90 Days		0%

Refer to Note 5 - Payables

Receivables		
	\$	% Collected
Rates Receivable	\$0.11 M	93.3%
Trade Receivable	\$0.31 M	% Outstanding
Over 30 Days		13.5%
Over 90 Days		10.6%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$1.36 M)	(\$1.03 M)	(\$0.60 M)	\$0.43 M

Refer to Statement of Financial Activity

Rates Revenue		
	\$	% Variance
YTD Actual	\$1.71 M	
YTD Budget	\$1.28 M	33.2%

Refer to Statement of Financial Activity

Operating Grants and Contributions		
	\$	% Variance
YTD Actual	\$0.82 M	
YTD Budget	\$0.74 M	10.2%

Refer to Note 12 - Operating Grants and Contributions

Fees and Charges		
	\$	% Variance
YTD Actual	\$1.72 M	
YTD Budget	\$1.66 M	4.0%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$4.20 M)	(\$3.13 M)	(\$1.90 M)	\$1.23 M

Refer to Statement of Financial Activity

Proceeds on sale		
	\$	%
YTD Actual	\$0.05 M	
Adopted Budget	\$0.27 M	(82.3%)

Refer to Note 6 - Disposal of Assets

Asset Acquisition		
	\$	% Spent
YTD Actual	\$2.89 M	
Adopted Budget	\$8.83 M	(67.3%)

Refer to Note 7 - Capital Acquisitions

Capital Grants		
	\$	% Received
YTD Actual	\$0.92 M	
Adopted Budget	\$4.30 M	(78.7%)

Refer to Note 7 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$2.89 M	\$2.96 M	\$0.59 M	(\$2.37 M)

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.01 M
Interest expense	\$0.00 M
Principal due	\$0.21 M

Refer to Note 8 - Borrowings

Reserves	
Reserves balance	\$1.06 M
Interest earned	\$0.04 M

Refer to Note 10 - Cash Reserves

Lease Liability	
Principal repayments	\$0.00 M
Interest expense	\$0.00 M
Principal due	\$0.00 M

Refer to Note 9 - Lease Liabilities

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

KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 31 MARCH 2023

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refers to all amounts received as grants, subsidies and contributions that are not non-operating grants.

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of identifiable non financial assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

REVENUE FROM CONTRACTS WITH CUSTOMERS

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

FEES AND CHARGES

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

SERVICE CHARGES

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

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

PROFIT ON ASSET DISPOSAL

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

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

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

DEPRECIATION ON NON-CURRENT ASSETS

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

INTEREST EXPENSES

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

OTHER EXPENDITURE

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

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2023**

BY NATURE OR TYPE

	Ref	Adopted Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Var.
	Note	(a)	(b)	(c)	(c) - (b)	((c) - (b))/(b)	
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	2,625,000	2,625,000	2,603,215	(21,785)	(0.83%)	
Revenue from operating activities							
Rates		1,695,253	1,271,440	1,694,053	422,613	33.24%	▲
Rates (excluding general rate)		16,791	12,593	16,791	4,198	33.33%	
Operating grants, subsidies and contributions	12	1,313,529	985,147	1,143,775	158,628	16.10%	▲
Fees and charges		2,208,985	1,656,739	1,723,173	66,434	4.01%	
Interest earnings		40,701	30,526	33,155	2,629	8.61%	
Other revenue		63,000	47,250	25,259	(21,991)	(46.54%)	▼
Profit on disposal of assets	6	8,500	6,375	0	(6,375)	(100.00%)	▼
		5,346,759	4,010,069	4,636,206	626,137	15.61%	
Expenditure from operating activities							
Employee costs		(2,812,257)	(2,109,193)	(2,234,470)	(125,277)	(5.94%)	
Materials and contracts		(3,207,053)	(2,405,290)	(2,462,209)	(56,919)	(2.37%)	
Utility charges		(271,215)	(203,411)	(212,417)	(9,006)	(4.43%)	
Depreciation on non-current assets		(3,425,700)	(2,569,275)	(628,175)	1,941,100	75.55%	▲
Interest expenses		(47,882)	(35,912)	(2,660)	33,252	92.59%	▲
Insurance expenses		(226,665)	(169,999)	(251,913)	(81,914)	(48.19%)	▼
Other expenditure		(148,124)	(111,093)	(70,663)	40,430	36.39%	▲
Loss on disposal of assets	6	(100,500)	(75,375)	(76,921)	(1,546)	(2.05%)	
		(10,239,396)	(7,679,547)	(5,939,428)	1,740,119	(22.66%)	
Non-cash amounts excluded from operating activities	1(a)	3,534,700	2,638,275	705,096	(1,933,179)	(73.27%)	▼
Amount attributable to operating activities		(1,357,937)	(1,031,203)	(598,126)	433,077	(42.00%)	
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	13	4,301,297	3,225,973	946,434	(2,279,539)	(70.66%)	▼
Proceeds from disposal of assets	6	270,000	270,000	47,727	(222,273)	(82.32%)	▼
Payments for property, plant and equipment and infrastructure	7	(8,770,009)	(6,623,257)	(2,889,920)	3,733,337	56.37%	▲
Amount attributable to investing activities		(4,198,712)	(3,127,284)	(1,895,759)	1,231,525	(39.38%)	
Financing Activities							
Proceeds from new debentures	8	2,100,000	2,100,000	0	(2,100,000)	(100.00%)	▼
Transfer from reserves	10	954,847	954,847	1,220,000	265,153	27.77%	▲
Payments for principal portion of lease liabilities	9	(5,637)	0	0	0	0.00%	
Repayment of debentures	8	(60,132)	0	(13,141)	(13,141)	0.00%	▼
Transfer to reserves	10	(95,401)	(95,401)	(615,378)	(519,977)	(545.04%)	▼
Amount attributable to financing activities		2,893,677	2,959,446	591,481	(2,367,965)	(80.01%)	
Closing funding surplus / (deficit)	1(c)	(38,000)	1,425,959	745,812	(680,148)	47.70%	▼

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.

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

BASIS OF PREPARATION

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

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

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 under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities not readily apparent from other sources. Actual results may differ from these estimates.

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

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

GOODS AND SERVICES TAX

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

ROUNDING OFF FIGURES

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 28 February 2023

(a) Non-cash items excluded from operating activities

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

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities				
		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	6	8,500	(6,375)	0
Add: Loss on asset disposals	6	100,500	75,375	76,921
Add: Depreciation on assets		3,425,700	2,569,275	628,175
Total non-cash items excluded from operating activities		3,534,700	2,638,275	705,096

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

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

		Adopted Budget Opening 30 June 2022	Last Year Closing 30 June 2022	Year to Date 31 March 2023
Adjustments to net current assets				
Less: Reserves - restricted cash	10	(1,663,783)	(1,663,783)	(1,021,704)
Less: Other current asset		0	0	(429,482)
Add: Borrowings	8	26,185	26,185	13,141
Add: Provisions employee related provisions	11	117,717	117,717	119,131
Add: Lease liabilities	9	3,014	3,014	3,014
Total adjustments to net current assets		(1,516,867)	(1,516,867)	(1,315,900)

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

Current assets				
Cash and cash equivalents	2	6,014,056	6,014,056	3,406,613
Rates receivables	3	58,379	58,379	113,450
Receivables	3	433,663	382,868	306,270
Other current assets	4	574,594	274,504	163,320
Less: Current liabilities				
Payables	5	(897,376)	(897,376)	(256,435)
Borrowings	8	(26,185)	(26,185)	(13,141)
Contract liabilities	11	0	(1,251,597)	(1,251,597)
Lease liabilities	9	(3,014)	(3,014)	(3,014)
Provisions	11	(431,533)	(431,533)	(431,533)
Less: Total adjustments to net current assets	1(b)	(1,203,051)	(1,516,867)	(1,315,900)
Closing funding surplus / (deficit)		4,519,533	2,603,215	745,812

CURRENT AND NON-CURRENT CLASSIFICATION

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

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash on Hand		0						
Petty Cash and Floats		2,400		2,400				
At Call Deposits								
Municipal Fund - Bendigo Bank		4,334		4,334				
Municipal Fund - Bankwest		1,360,027		1,360,027				
Trust Fund		0			9,576			
Term Deposits		0						
General Reserve Fund			467,283	467,283			3.85%	06/2023
Transport Infrastructure Reserve Fund			120,203	120,203			3.80%	05/2023
Sporting Clubs Facility Replacement			160,526	160,526			0.50%	1/12/2022
Supermarket Guarantee Reserve			50,000	50,000			2.00%	1/06/2023
Supermarket Reconstruction Reserve			218,092	218,092			2.88%	1/04/2023
Investment Term Deposit 2		1,018,148	0	1,018,148			3.83%	2/05/2023
Shackleton Bowls Club Facility Replacement			5,600	5,600				1/04/2023
Total		2,384,909	1,021,704	3,416,188	9,576			
Comprising								
Cash and cash equivalents		2,384,909	1,021,704	3,416,188	9,576			
		2,384,909	1,021,704	3,416,188	9,576			

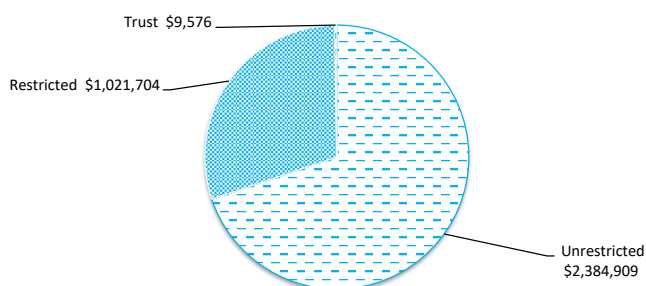
KEY INFORMATION

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

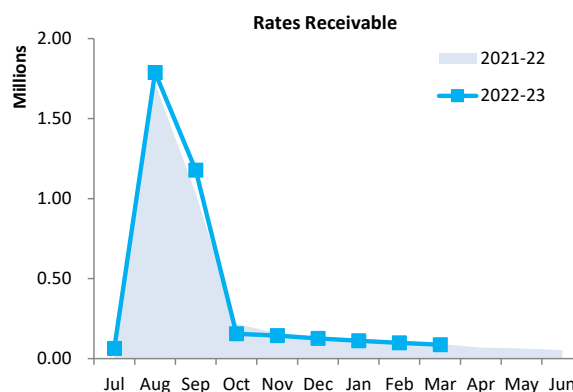
The local government classifies financial assets at amortised cost if both of the following criteria are met:

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

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



Rates receivable	30 June 2022	31 Mar 2023
	\$	\$
Opening arrears previous years	39,507	39,507
Levied this year	1,618,670	1,737,860
Less - collections to date	(1,594,900)	(1,659,019)
Gross rates collectable	63,277	118,348
Allowance for impairment of rates receivable	(4,898)	(4,898)
Net rates collectable	39,507	113,450
% Collected	96.2%	93.3%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	3,043	236,138	5,262	2,745	29,262	276,450
Percentage	1.1%	85.4%	1.9%	1%	10.6%	
Balance per trial balance						
Sundry receivable						276,450
GST receivable						54,602
Allowance for credit losses of trade and other receivables						(24,782)
Total receivables general outstanding						306,270

Amounts shown above include GST (where applicable)

KEY INFORMATION

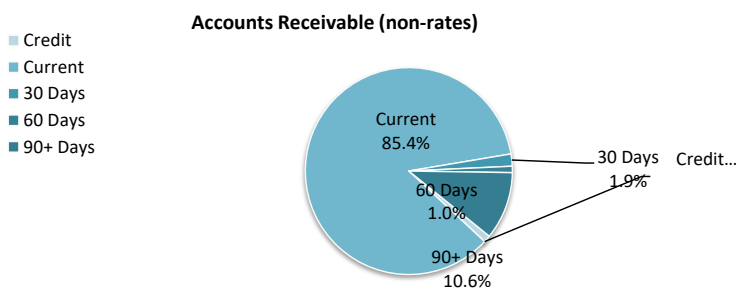
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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

Classification and subsequent measurement

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

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



	Opening Balance 1 July 2022	Asset Increase	Asset Reduction	Closing Balance 31 March 2023
	\$	\$	\$	\$
Other current assets				
Other financial assets at amortised cost				
Financial assets at amortised cost - sundry receivables	407,650		(131,200)	276,450
Inventory				
Fuel	28,179	23,329		51,508
Cement	7,170	6,798		13,968
Supermarket Groceries	0	75,034		75,034
Contract assets				
Contract assets	131,595		(78,965)	52,630
Total other current assets	574,594	105,161	(210,165)	469,590
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Other financial assets at amortised cost

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

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

Inventory

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

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

Contract assets

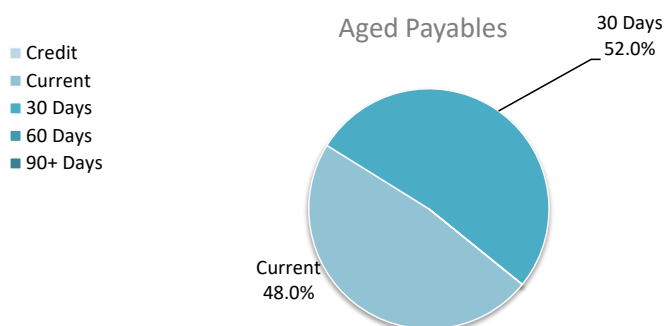
A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	63,370	68,572	0	0	131,942
Percentage	0%	48%	52%	0%	0%	
Balance per trial balance						
Sundry creditors						131,942
Accrued salaries and wages						39,023
ATO liabilities						76,820
Prepaid Rates						8,650
Total payables general outstanding						256,435

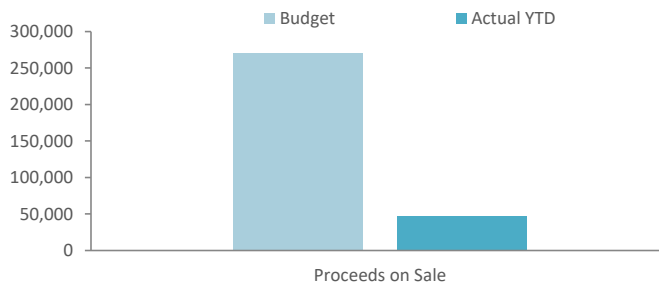
Amounts shown above include GST (where applicable)

KEY INFORMATION

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



Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book		Profit	(Loss)	Net Book		Profit	(Loss)
		Value	Proceeds			Value	Proceeds		
\$	\$	\$	\$	\$	\$	\$	\$		
	Plant and equipment								
	Governance								
BK1	CEO Vehicle	52,000	60,000	8,000	0			0	0
	Law, order, public safety								
BK645	Shackleton Fire Truck	0	0	0	0	32,200		0	(32,200)
	Recreation and culture								
	Cricket Wicket Roller	3,500	0	0	(3,500)			0	0
	Transport								
BK05	Rec Centre Managers Vehicle	19,500	20,000	500	0			0	0
BK472	Changeover Gardeners Vehicle	23,000	20,000	0	(3,000)			0	0
BK3	MOWS Vehicle	41,000	35,000	0	(6,000)			0	0
BK024	Truck	0	50,000	0	50,000	90,993	47,727	0	(43,266)
BK9282	Boisch Low Loader	32,000	30,000	0	(2,000)			0	0
BK6670	Ranger FEL	36,000	30,000	0	(6,000)			0	0
BK6519	Water Truck	64,000	25,000	0	(39,000)			0	0
	Economic services								
L1109	113 (Lot 143) Butcher Street, Bruce Rock (143/P142061)							0	(1,455)
		271,000	270,000	8,500	(9,500)	123,193	47,727	0	(76,921)



Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land				0
Land - vested in and under the control of Council				0
Buildings	4,990,702	3,743,027	955,120	(2,787,907)
Buildings - specialised				0
Furniture and equipment	95,600	71,700	53,131	(18,569)
Plant and equipment	1,526,012	1,144,509	1,119,593	(24,916)
PPE - user defined 1				0
PPE - user defined 2				0
PPE - user defined 3				0
PPE - user defined 4				0
PPE - user defined 5				0
Infrastructure - roads, bridges, others	2,218,695	1,664,021	762,075	(901,946)
Infrastructure - user defined 2				0
Infrastructure - user defined 3				0
Infrastructure - user defined 4				0
Infrastructure - user defined 5				0
Infrastructure - user defined 6				0
Infrastructure - user defined 7				0
Infrastructure - user defined 8				0
Infrastructure - user defined 9				0
Infrastructure - user defined 10				0
Payments for Capital Acquisitions	8,831,009	6,623,257	2,889,920	(3,733,337)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	4,301,297	3,225,973	916,434	(2,309,539)
Borrowings	2,100,000	2,100,000	0	(2,100,000)
Other (disposals & C/Fwd)	270,000	270,000	47,727	(222,273)
Cash backed reserves				
Reserves cash backed - Housing	(20,000)		0	0
Reserves cash backed - Transport Infrastructure	(664,000)		640,000	640,000
Reserves cash backed - Supermarket Guarantee	(50,000)		0	0
Reserves cash backed - Supermarket Reconstruction Reserve	(220,847)		580,000	580,000
Contribution - operations	3,114,559	1,027,284	705,759	(321,525)
Capital funding total	8,831,009	6,623,257	2,889,920	(3,733,337)

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

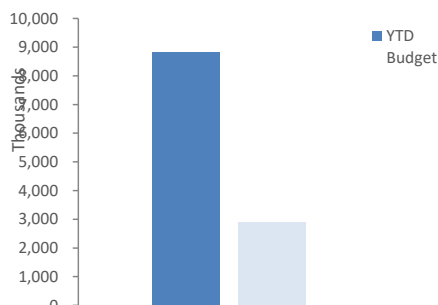
Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

Initial recognition and measurement between

mandatory revaluation dates for assets held at fair value

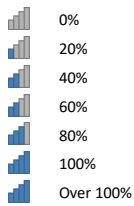
In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The 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.

Payments for Capital Acquisitions



Capital expenditure total

Level of completion indicators



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

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

	Account Description	Adopted			Variance (Under)/Over
		Budget	YTD Budget	YTD Actual	
		\$	\$	\$	\$
Buildings					0
J04204	Upgrade Electrical Compliance at Admin Building	6,500	4,875	0	-4875
J11144	Amphitheatre BBQ Upgrade (Stronger Communities Grant)	12,000	9,000	0	-9000
J11246	CBD Revitalisation - Landscape Architect for Playground	10,000	7,500	0	-7500
J13806	Water Refill Station (Funded by Water Corp)	5,000	3,750	0	-3750
J11346	Drainage Works for Rec Centre Carpark (partly funded Drought Funding)	90,000	67,500	0	-67500
J11304	Timekeepers Box Access Upgrade	16,000	12,000	0	-12000
J13042	Construction of Supermarket - Building	4,204,544	3,153,408	943,294	-2210113.59
J13045	Construction of Supermarket - Furniture Fittings & Fitout	237,658	178,244	0	-178243.5
J13046	Construction of Supermarket - Refrigeration & Coolrooms	398,000	298,500	0	-298500
J13505	Equestrian Lease Fencing	11,000	8,250	11,825	3575.42
Plant & Equipment					0
J04202	Purchase Plant (BK1)	59,000	44,250	0	-44250.0075
J05303	Shackleton Fire Truck	424,012	318,009	424,012	106002.7025
J12127	Gardener's Ute (BK472)	36,000	27,000	0	-27000
J12126	Rec Centre Manager's Ute (BK05)	9,000	6,750	0	-6750
J11351	Cricket Wicket Roller	35,000	26,250	0	-26250
J12111	Purchase BK3 - MOWS Vehicle	47,000	35,250	6,377	-28872.56
J12142	Purchase New Prime Mover (BK024)	215,000	161,250	211,500	50250
J12148	Bosich Low Loader upgraded to Drop Deck (BK9282)	120,000	90,000	31,440	-58560
J12113	Changeover Ranger FEL & new loader to Construction Crew (BK6670)	370,000	277,500	304,000	26500
J12150	Replace water truck with water tanker (BK6519)	145,000	108,750	142,264	33513.97
J12172	New Tanker 2023	55,000	41,250	0	-41250
J11203	Railway Dam Pump	11,000	8,250	0	-8250
Furniture & Equipment					0
J04215	Purchase Software - Altus Payroll	15,000	11,250	7,178	-4071.57
J04208	UPS for Officer Server	5,600	4,200	45,953	41752.7
J04210	New Server for Admin Building (Wallis Computers)	45,000	33,750	0	-33750
J04220	Purchase of a Generator for Admin building	30,000	22,500	0	-22500
Infrastructure Roads					0
RC045	RC Cummin Rd & Bruce Rock Naremben Road Intersection (Council F	30,000	22,500	15,696	-6803.6
RC024	RC Lawrie Rd (Intersection with Cumminin Road)	15,000	11,250	4,409	-6841.02
	Regional Road Group Works (RRG)	0	0	0	0
RC050	RC Old Beverley Rd (Regional Road Group)	281,450	211,088	283,212	72124.57
RC002	RC Kellerberrin-Shackleton Rd (Regional Road Group 22-23)	162,925	122,194	1,373	-120821.01
RC173	RC Doodlakine-Bruce Rock Rd	118,825	89,119	4,379	-84739.32
	Roads to Recovery (R2R)	0	0	0	0
RR163	R2R - Totadgin Road	695,005	521,254	248,832	-272421.36
RR174	R2R - Corrigin Bruce Rock Road	47,200	35,400	0	-35400
	Regional Road Safety Program	0	0	0	0
RC174	RC Corrigin-Bruce Rock Rd	149,500	112,125	0	-112125
	Bridges - Replace with Culverts	0	0	0	0
BR014	Yarding Ardath Rd (Bridge No 4059A)	95,600	71,700	0	-71700
BR014A	Yarding Ardath Road (Bridge No 6023)	69,200	51,900	0	-51900
BR092	Bridges - Cukela Rd (Bridge 5017)	58,800	44,100	44,207	107.17
BR001	Shackleton Bilbarin Road (Bridge No 5130)	64,200	48,150	63,453	15303.09
BR004	Bridges - Belka East Rd (Bridge 6008)	69,490	52,118	38,276	-13841.05
BR038	Erikin North Rd (Bridge no; 5085)	147,000	110,250	0	-110250
BR029	Erikin South Rd (Bridge no; 6033)	126,000	94,500	0	-94500
	Council Funded Footpaths	0	0	0	0
FC132	Footpath Construction - Butcher Street	24,000	18,000	37,864	19863.65
FC135	FC - Noonajin St (Bwt Swan & Bruce St)	10,000	7,500	6,283	-1216.67
	Kerb Replacement	0	0	0	0
KR160	Kerb Replacement - Yelland Rd	9,500	7,125	14,090	6964.77
	Dams - Community Water Projects	0	0	0	0
J13612	Turkey Nest Dam - Community Water Project Grant Funded	30,000	22,500	0	-22500
J13613	Small Dams - Community Water Project Grant	15,000	11,250	0	-11250
		8,831,009	6,623,257	2,889,920	(3,733,337)

Repayments - borrowings

Information on borrowings Particulars	Loan No.	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments		
		1 July 2022	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	
Housing										
Loan 3 - Construct House		220,782			(13,141)	(26,185)	207,641	194,597	(1,100)	(4,752)
Economic services										
Loan 4 - Reconstruct Supermarket		0	0	2,100,000	0	(33,947)	0	2,066,053	0	(44,229)
Total		<u>220,782</u>	<u>0</u>	<u>2,100,000</u>	<u>-13,141</u>	<u>-60,132</u>	<u>207,641</u>	<u>2,260,650</u>	<u>(1,100)</u>	<u>(48,981)</u>
Current borrowings		60,132					-13,141			
Non-current borrowings		<u>160,650</u>					<u>220,782</u>			
		<u>220,782</u>					<u>207,641</u>			

All debenture repayments were financed by general purpose revenue.

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

KEY INFORMATION

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

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

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 Legislation									
Reserves cash backed - Plant Replacement	6,419	96	77					6,515	6,496
Reserves cash backed - Housing	226,800	3,402	2,726			(20,000)		210,202	229,526
Reserves cash backed - Council Housing	3,744	56	45					3,800	3,789
Reserves cash backed - Transport Infrastructure	754,709	11,321	5,493			(664,000)	(640,000)	102,030	120,203
Reserves cash backed - Sports Facility Replacement	126,818	1,902	1,524	10,000				138,720	128,342
Restricted by Council									
Reserves cash backed - Leave	117,716	1,766	1,415					119,482	119,131
Reserves cash backed - Bowls SCF	12,667	190	4,042	6,000				18,857	16,709
Reserves cash backed - Cricket SCF	25,951	389	86	6,000				32,340	26,037
Reserves cash backed - Football SCF	11,999	180	40	6,000				18,179	12,038
Reserves cash backed - Hockey SCF	30,724	461	4,102	6,000				37,185	34,826
Reserves cash backed - Netball SCF	16,754	251	56	6,000				23,005	16,809
Reserves cash backed - Squash SCF	1,139	17	254	700				1,856	1,393
Reserves cash backed - Tennis SCF	30,714	461	4,102	6,000				37,175	34,816
Reserves cash backed - Shire Hockey Turf Facility Replaceme	30,048	451	100	15,000				45,499	30,147
Reserves cash backed - Shackleton Bowls SCF	0	94	11,200	9,400				9,494	11,200
Reserves cash backed - Supermarket Guarantee	50,000	0	116			(50,000)		0	50,116
Reserves cash backed - Supermarket Reconstruction Reserve	217,583	3,264	0		580,000	(220,847)	(580,000)	(0)	217,583
	1,663,783	24,301	35,378	71,100	580,000	(954,847)	(1,220,000)	804,337	1,059,161

	Note	Opening Balance 1 July 2022	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 March 2023
		\$		\$	\$	\$
Other current liabilities						
Other liabilities						
- Contract liabilities		1,251,597	0			1,251,597
Total other liabilities		1,251,597	0	0	0	1,251,597
Employee Related Provisions						
Annual leave		249,425	0			249,425
Long service leave		182,108	0			182,108
Total Employee Related Provisions		431,533	0	0	0	431,533
Total other current assets		1,683,130	0	0	0	1,683,130
Amounts shown above include GST (where applicable)						

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

KEY INFORMATION

Provisions

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

Employee Related Provisions

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

Contract liabilities

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

Capital grant/contribution liabilities

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

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability	Liability	Current Liability	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	1 July 2022		(As revenue)	31 Mar 2023	31 Mar 2023	\$	\$	\$
Operating grants and subsidies								
General purpose funding								
INC - GPF - WALGGC - Local Roads Grant (FAGS)				0		127,501	95,626	95,626
INC - GPF - Grants Commission Grant				0		572,715	429,536	429,536
Law, order, public safety								
INC - Fire Prev - Grants				0		21,000	15,750	31,200
INC - BFB - ESL Operating Grant for BFB				0		38,671	29,003	32,607
Transport								
Main Roads Direct Grant				0		224,842	168,632	229,678
INC - Roads - Streetlights Subsidy from Main Roads				0		5,700	4,275	0
Economic services								
INC - Comm Dev - Grant for Vietnam Veterans (Back to the Bush Reunion)				0		2,500	1,875	2,000
	0	0	0	0	0	992,929	744,697	820,647

Provider	Capital grant/contribution liabilities					Non operating grants, subsidies and contributions revenue		
	Liability	Increase in	Decrease in	Liability	Current	Adopted	YTD	YTD
	1 July 2022	Liability	Liability	31 Mar 2023	Liability	Budget	Budget	Revenue
	\$	\$	(As revenue)	\$	\$	\$	\$	\$
Non-operating grants and subsidies								
Law, order, public safety								
INC - BFB - ESL Capital Grant for BFB				0		424,012	53,002	424,012
Recreation and culture								
Stronger Communities Grant - BBQ at Amphitheatre	8,000			8,000		8,000	1,000	0
Transport								
Roads to Recovery Funding	305,057			305,057		870,205	108,776	0
Regional Road Group Funding	0			0		396,157	49,520	317,922
WA LGGC Special Projects Fundings - Bridges	141,333			141,333		141,333	22,458	136,500
Main Roads Funded Specific Bridges				0		179,667	40,417	38,000
Regional Road Safety Grant - BK CR Rd				0		147,721	18,465	0
Economic services								
LRCI - Phase 2 Supermarket	262,905			262,905		375,500	46,938	
LRCI - Phase 3 Supermarket	526,302			526,302		1,052,500	131,563	
Community Water Supply Program - Turkey Nest Dam	2,000			2,000		20,000	2,500	
Community Water Supply Program - Round & Town Dams	1,000			1,000		10,000	1,250	
Water Corporation Water Fountain	5,000			5,000		0	0	
	1,251,597	0	0	1,251,597	0	3,625,095	475,887	916,434

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2023

NOTE 14
BUDGET AMENDMENTS

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

GL Code	Description	Program:IE Type	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
Budget adoption							2,625,000
			Opening Surplus(Deficit)		0		0
42241	EXP - Admin - Purchase of Property, Plant & Equipment Under \$5,000	Governance: Materials & Contracts			5,000		5,000
42219	EXP - Admin - Maintenance on Admin Office Building Expenses	Governance: Materials & Contracts				(5,000)	0
51308	INC - Fire Prev - Reimburse of Expenses for Shackleton Complex Fire	Law, Order Public Safety: Other Revenue				(7,200)	(7,200)
51308	INC - Fire Prev - Reimburse of Expenses for Shackleton Complex Fire	Law, Order Public Safety: Other Revenue				(18,000)	(25,200)
73212	EXP - Med Cent - Doctor's House (5 Bean Rd) Maintenance Expenses	Health: Materials & Contracts			18,000		(7,200)
71304	INC - Hlth Ins - Town Planning Application Fee Income (TP)	Health: Other Revenue				(5,000)	(12,200)
71204	EXP - Hlth Ins - Litigation & Works under Health Act Expenses	Health: Other Expenditure			5,000		(7,200)
81201	EXP - Early Ed - Playgroup Building, 81 Butcher St Maint Expenses	Education & Welfare: Materials & Contracts			4,000		(3,200)
83201	EXP - Oth Welf - Daycare Building (1 - 3 Bean Rd) Maint Expenses	Education & Welfare: Materials & Contracts				(4,000)	(7,200)
94206	EXP - Staff Housing - 99 Noonajin St - DCEO's House	Housing: Materials & Contracts			15,000		7,800
94211	EXP - Staff Housing - 39 Westral St (V Jetta)	Housing: Materials & Contracts				(5,000)	2,800
J04204	Upgrade Electrical Compliance at Admin Building	Housing: Materials & Contracts				(10,000)	(7,200)
					5,000		(2,200)
112204	EXP - P&G - Main Street Gardens	Recreation & Culture: Materials & Contracts			24,000		21,800
113204	EXP - H&RC - Bruce Rock Rec Centre Maint	Recreation & Culture: Materials & Contracts				(24,000)	(2,200)
J11304	Timekeepers Box Access Upgrade	Recreation & Culture: Materials & Contracts			6,000		3,800
117308	INC - Other R&C - Other Contributions	Recreation & Culture: Contributions & Donations				(6,000)	(2,200)
(job to be creat	Recreation & Culture: Materials & Contracts				11,000		8,800
J12126	Rec Centre Manager's Ute (BK05)	Recreation & Culture: Materials & Contracts				(11,000)	(2,200)
114201	EXP - Aqu Cent - Aquatic Centre Maint	Recreation & Culture: Materials & Contracts			25,000		22,800
114208	EXP - Aqu Cent - Pool Manager Salaries	Recreation & Culture: Materials & Contracts				(15,000)	7,800
114209	EXP - Aqu Cent - Relief Pool Managers Expenses	Recreation & Culture: Materials & Contracts				(10,000)	(2,200)
73212	EXP - Med Cent - Doctor's House (5 Bean Rd) Maintenance Expenses	Housing: Materials & Contracts			18,000		15,800
93305	INC - Comm Housing - Reimbursement of Expenses	Housing: Other Income				(10,000)	5,800
J92223	Unit 3, Farrall Court	Housing: Materials & Contracts				(6,000)	(200)
J92224	Unit 4, Farrall Court	Housing: Materials & Contracts				(2,000)	(2,200)
121201	EXP - Roads - Electricity for Street Lighting	Transport: Materials & Contracts			4,200		2,000
121227	EXP - Roads - Patching Contractor	Transport: Materials & Contracts				(2,000)	0
(job to be creat	Transport: Materials & Contracts				55,000		55,000
121227	EXP - Roads - Patching Contractor	Transport: Materials & Contracts				(55,000)	0
				0	195,200	(195,200)	0

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2023**

**NOTE 15
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 2022-23 year is \$5,000 or 10.00% whichever is the greater.


Nature or type	Var. \$	Var. %	Explanation of positive variances		Explanation of negative variances	
			Timing	Permanent	Timing	Permanent
	\$	%				
Revenue from operating activities						
Rates	422,613	33.24%	▲	Timing- Rates levied in August		
Operating grants, subsidies and contributions	158,628	16.10%	▲	Timing		
Other revenue	(21,991)	(46.54%)	▼		Timing	
Profit on disposal of assets	(6,375)	(100.00%)	▼		Timing	
Expenditure from operating activities						
Depreciation on non-current assets	1,941,100	75.55%	▲	Timing		
Interest expenses	33,252	92.59%	▲	Timing		
Insurance expenses	(81,914)	(48.19%)	▼		Most of the insurance paid at the start of the year	
Other expenditure	40,430	36.39%	▲	Timing		
Non-cash amounts excluded from operating activities	(1,933,179)	(73.27%)	▼		Timing, depreciation & loss on asset disposal	
Investing activities						
Proceeds from non-operating grants, subsidies and contributions	(2,279,539)	(70.66%)	▼		Timing of receipt of grant funding	
Proceeds from disposal of assets	(222,273)	(82.32%)	▼		Timing & Phasing of the budget	
Payments for property, plant and equipment and infrastructure	3,733,337	56.37%	▲	Timing		
Financing activities						
Proceeds from new debentures	(2,100,000)	(100.00%)	▼		Timing- loan application at finalization stage	
Transfer from reserves	265,153	27.77%	▲	Timing		
Repayment of debentures	(13,141)	0.00%	▼		Timing	
Transfer to reserves	(519,977)	(545.04%)	▼		Timing- due to phasing	
Closing funding surplus / (deficit)	(680,148)	47.70%	▼		Timing of overall income vs expenses	



STRATEGIC PROJECTS TRACKER

Project Progress		
Complete	4	●
On Track	3	●
Off Track	2	●
In Trouble	1	●

		31/03/2023				31/03/2023					
Account Number	GL / Job	Project Description	2022/23 Current Budget	Outstanding Purchase Orders	2022/23 YTD Actual	Variance	Total Committed Expenditure	Responsible Officer			Comment
		Buildings									
	J04204	Upgrade Electrical Compliance at Admin Building	6,500	7,950	-	(1,450)	7,950	EHO	2	●	Project to be reviewed due to technical requirements and to be rebudgeted for next financial year
	J11144	Amphitheatre BBQ Upgrade (Stronger Communities Grant)	12,000	-	-	12,000	-	CDO	3	●	Waiting on contractors for final quotes
	J11246	CBD Revitalisation - Landscape Architect for Playground	10,000	-	-	10,000	-	CEO/CDO	3	●	In progress for quotes
	J13806	Water Refill Station (Funded by Water Corp)	5,000	-	-	5,000	-	CEO	1	●	To be deferred to next FY
	J11346	Drainage Works for Rec Centre Carpark (partly funded Drought Funding 20-21)	45,000	-	-	45,000	-		4	●	Completed
	J11304	Timekeepers Box Access Upgrade	16,000	-	-	16,000	-	EHO/CEO	3	●	Its been ordered, waiting for installation
	J13042	Construction of Supermarket - Building	4,204,544	3,455	943,294	3,257,795	946,749	CEO	3	●	On Track
	J13045	Construction of Supermarket - Furniture Fittings & Fitout	237,658	228,285	-	9,373	228,285	CEO	3	●	Ordered, waiting on delivery
	J13046	Construction of Supermarket - Refrigeration & Coolrooms	398,000	392,500	-	5,500	392,500	CEO	3	●	Ordered, waiting on delivery
	J13505	Equestrian Lease Fencing	11,000	-	11,825	(825)	11,825	DCEO	4	●	Completed
		Plant & Equipment									
	J04202	Purchase Plant (BK1)	59,000	56,082	-	2,918	56,082	MOWS	3	●	On Track, waiting on delivery
	J05303	Shackleton Fire Truck	424,012	-	424,012	0	424,012	MOWS	4	●	Completed
	J12127	Gardener's Ute (BK472)	36,000	35,020	-	980	35,020	MOWS	3	●	Ordered, waiting on delivery
	J12126	Rec Centre Manager's Ute (BK05)	9,000	-	-	9,000	-	MOWS	1	●	To be deferred to next FY as there is not stock available due to global shortages, included in budget amendment
	J11351	Cricket Wicket Roller	35,000	34,536	-	464	34,536	MOWS	3	●	Expected by Mar, waiting for the hydraulics
	J12111	Purchase BK3 - MOWS Vehicle	47,000	-	6,377	40,623	6,377	MOWS	4	●	Completed
	J12142	Purchase New Prime Mover (BK024)	215,000	-	211,500	3,500	211,500	MOWS	4	●	Completed
	J12148	Bosich Low Loader upgraded to Drop Deck (BK9282)	120,000	-	31,440	88,560	31,440	MOWS	3	●	On Track- expected in April
	J12113	Changeover Ranger FEL & new loader to Construction Crew (BK6670)	370,000	-	304,000	66,000	304,000	MOWS	4	●	Completed
	J12150	Replace water truck with water tanker (BK6519)	145,000	-	142,264	2,736	142,264	MOWS	4	●	Completed
	J12172	New Tanker 2023	55,000	-	-	55,000	-	MOWS	4	●	Completed
	J11203	Railway Dam Pump	11,000	-	-	11,000	-	MOWS	4	●	Completed
		Furniture & Equipment									
	J04215	Purchase Software - Altus Payroll	15,000	44,912	-	(29,912)	44,912		2	●	To be deferred to next FY
	J04208	UPS for Officer Server	5,600	-	7,178	(1,578)	7,178		4	●	Completed
	J04210	New Server for Admin Building (Wallis Computers)	45,000	-	45,953	(953)	45,953		4	●	Completed
	J04220	Purchase of a Generator for Admin building	30,000	-	-	30,000	-		3	●	50% contribution from Shire.....MOWS is getting the quotes
		Infrastructure Roads									
	RC045	RC Cumminin Rd & Bruce Rock Narembeen Road Intersection (Council Funded 2022-23)	30,000	-	15,696	14,304	15,696		3	●	Waiting for Mianroads to get back to us
	RC024	RC Lawrie Rd (Intersection with Cumminin Road)	15,000	-	4,409	10,591	4,409		4	●	Completed
		Regional Road Group Works (RRG)									
	RC050	RC Old Beverley Rd (Regional Road Group)	281,450	23,053	283,212	(24,815)	306,265		4	●	Completed
	RC002	RC Kellerberrin-Shackleton Rd (Regional Road Group 22-23)	162,925	171,465	1,373	(9,913)	172,838		3	●	Project started, estimated completion in March
	RC173	RC Doodlakine-Bruce Rock Rd	118,825	93,933	4,379	20,513	98,312		3	●	Project started, estimated completion in March
		Roads to Recovery (R2R)									
	RR163	R2R - Totadgin Road	695,005	337,485	248,832	108,688	586,317		3	●	On Track
	RR174	R2R - Corrigin Bruce Rock Road	47,200	-	-	47,200	-		4	●	Completed

Account Number	GL / Job	Project Description	2022/23 Current Budget	Outstanding Purchase Orders	2022/23 YTD Actual	Variance	Total Committed Expenditure	Responsible Officer			Comment
	RC174	Regional Road Safety Program RC Corrigin-Bruce Rock Rd	149,500	114,175	-	35,325	114,175		4		Completed

Account Number	GL / Job	Project Description	2022/23 Current Budget	Outstanding Purchase Orders	2022/23 YTD Actual	Variance	Total Committed Expenditure	Responsible Officer			Comment
		Bridges - Replace with Culverts				-					
	BR014	Yarding Ardath Rd (Bridge No 4059A)	95,600	-	-	95,600	-		2	●	To be deferred to next FY
	BR014A	Yarding Ardath Road (Bridge No 6023)	69,200	-	-	69,200	-		2	●	To be deferred to next FY
	BR092	Bridges - Cukela Rd (Bridge 5017)	58,800	-	44,207	14,593	44,207		4	●	Completed
	BR001	Shackleton Bilbarin Road (Bridge No 5130)	64,200	-	63,453	747	63,453		4	●	Completed
	BR004	Bridges - Belka East Rd (Bridge 6008)	69,490	4,364	38,276	26,850	42,640		3	●	To be completed by April
	BR038	Erikin North Rd (Bridge no; 5085)	147,000	-	-	147,000	-		3	●	Commencing in April
	BR029	Erikin South Rd (Bridge no; 6033)	126,000	-	-	126,000	-		2	●	To be deferred to next FY
		Council Funded Footpaths									
	FC132	Footpath Construction - Butcher Street	24,000	-	37,864	(13,864)	37,864		4	●	Completed, some of the costs to be journalled to the right account- to be reviewed
	FC135	FC - Noonajin St (Bwt Swan & Bruce St)	10,000	-	6,283	3,717	6,283		4	●	Completed
		Kerb Replacement									
	KR160	Kerb Replacement - Yelland Rd	9,500	-	14,090	(4,590)	14,090		4	●	Completed
		Dams - Community Water Projects									
	J13612	Turkey Nest Dam - Community Water Project Grant Funded	30,000	-	-	30,000	-		2	●	There is a little bit of water, yet to confirm the start date
	J13613	Small Dams - Community Water Project Grant	15,000	-	-	15,000	-		2	●	Its full of water , may be carried over to next financial year
			8,786,009	1,547,213	2,899,920	4,345,781	4,440,228				

List of Accounts March 2023

Chq/EFT	Date	Name	Description	Amount
Municipal Account EFTs				
EFT21094	02/03/2023	SHIRE OF BRUCE ROCK	PAYROLL DEDUCTIONS	\$682.00
EFT21095	01/03/2023	DEPARTMENT OF TRANSPORT (DOT CLEARING)	DOT CLEARING 27/02/2023 (EOM TRANSACTION)	\$979.30
EFT21096	02/03/2023	DEPARTMENT OF TRANSPORT (DOT CLEARING)	DOT CLEARING 28/02/2023 (EOM TRANSACTION)	\$1,959.25
EFT21097	03/03/2023	ANKAME PTY LTD	ROOF ANCHORAGE COMPONENTS	\$474.30
EFT21098	03/03/2023	BDD AUSTRALIA PTY LTD T/A BEGA	SUPERMARKET ORDER	\$1,641.60
EFT21099	03/03/2023	C-STORE DISTRIBUTION	SUPERMARKET ORDER	\$611.19
EFT21100	03/03/2023	CODY EXPRESS TRANSPORT	SUPERMARKET FREIGHT	\$1,820.81
EFT21101	03/03/2023	COLPET BROWNLEY	REFUSE SITE MAINTENANCE FNE 01/03/2023	\$1,263.15
EFT21102	03/03/2023	GREAT SOUTHERN FUEL SUPPLIES	FUEL FOR FEBRUARY	\$1,500.22
EFT21103	03/03/2023	KATIE FUCHSBICHLER	RUBBISH COLLECTION FOR FNE 01/03/2023	\$2,500.00
EFT21104	03/03/2023	MANISHA BARTHAKUR	REIMBURSEMENT OF EXPENSES, POLICE CLEARANCE AND TAXI TRAVEL TO TRAINING	\$116.68
EFT21105	03/03/2023	MAROK WA PTY LTD	SUPERMARKET ORDER	\$388.11
EFT21106	03/03/2023	MARTINS PRODUCE	SUPERMARKET ORDER	\$4,343.53
EFT21107	03/03/2023	METCASH TRADING LIMITED	SUPERMARKET ORDER	\$34,884.61
EFT21108	03/03/2023	OFFICE OF REGIONAL ARCHITECTURE	SUPERMARKET CONSTRUCTION CONSULTANCY	\$2,712.19
EFT21109	03/03/2023	ROYAL FOODS AUST PTY LTD	SUPERMARKET ORDER	\$1,395.71
EFT21110	03/03/2023	SAMANTHA ELIZABETH AURISCH	MEDICAL CENTRE OFFICE SUPPLIES	\$31.48
EFT21111	03/03/2023	SANDS FRIDGE LINES	SUPERMARKET FREIGHT	\$1,002.99
EFT21112	03/03/2023	SHIRE OF BRUCE ROCK - T/AS BRUCE ROCK SUPERMARKET	VARIOUS PURCHASES FOR FEBRUARY 2023	\$340.78
EFT21113	03/03/2023	WALLIS COMPUTER SOLUTIONS	IT SUPPORT	\$44.00
EFT21114	08/03/2023	CROWN PERTH	ACCOMMODATION FOR CONFERENCE ATTENDANCE	\$2,386.55
EFT21115	09/03/2023	AUSTRALIA POST	POSTAGE CHARGES FOR THE FEBRUARY 2023	\$272.27
EFT21116	09/03/2023	BOC LIMITED	GAS BOTTLE RENTAL FEBRUARY 2023	\$102.21
EFT21117	09/03/2023	BP MEDICAL	MEDICAL SUPPLIES FOR MED CENTRE	\$172.25
EFT21118	09/03/2023	BROWNLEY'S PLUMBING & GAS	PLUMBING REPAIRS AT SHIRE PROPERTY	\$1,397.55
EFT21119	09/03/2023	BRUCE ROCK LPO	STATIONERY FOR ADMIN & MED CENTRE	\$164.37
EFT21120	09/03/2023	BRUCE ROCK TYRES	TYRES FOR BK 09	\$1,499.56
EFT21121	09/03/2023	BUNNINGS MIDLAND W/H	MATERIALS FOR BUILDING MAINTENANCE	\$838.66
EFT21122	09/03/2023	CLINICARE PHARMACY BRUCE ROCK	STAFF VACCINATION	\$65.95
EFT21123	09/03/2023	COPIER SUPPORT	PHOTOCOPIER METER READING	\$825.86
EFT21124	09/03/2023	CORPCLOUD PTY LTD	MED CENTRE IT SUPPORT	\$172.88
EFT21125	09/03/2023	COUNTRYWIDE FRIDGELINES PTY LTD	SUPERMARKET FREIGHT	\$34.93
EFT21126	09/03/2023	CUTTING EDGES EQUIPMENT PARTS P/L	BUCKET TEETH	\$635.45
EFT21127	09/03/2023	DEVLYN AUSTRALIA PTY LTD	SUPERMARKET CONSTRUCTION CLAIM 4	\$395,053.27
EFT21128	09/03/2023	EASTWAY FOOD SUPPLIES	SUPERMARKET ORDER	\$2,170.77
EFT21129	09/03/2023	ENVIRONMENTAL WASTEWATER CATCHMENT SERVICES PTY. LTD	STREET SWEEPING	\$3,341.80
EFT21130	09/03/2023	FORTH CONSULTING PTY LTD	SUPERMARKET CONSTRUCTION CONSULTANCY	\$1,650.00
EFT21131	09/03/2023	HIPPOCKET WORKWEAR & SAFETY GERALDTON	STAFF UNIFORM	\$730.15
EFT21132	09/03/2023	INSYNC SURVEYS PTY LTD	MED CENTRE PATIENT SURVEYS	\$295.00
EFT21133	09/03/2023	IT VISION	STAFF TRAINING	\$864.60
EFT21134	09/03/2023	JTB - JAPANESE TRUCK & BUS SPARES	PARTS FOR BK650	\$317.60
EFT21135	09/03/2023	KENNARDS HIRE MIDLAND	PORTABLE TRAFFIC LIGHT HIRE	\$999.98
EFT21136	09/03/2023	LANDGATE- VALUATION	INTERIM VALUATION	\$71.80
EFT21137	09/03/2023	LIBERTY OIL RURAL PTY LTD	ENGINE OIL	\$369.22
EFT21138	09/03/2023	MAROK WA PTY LTD	SUPERMARKET ORDER	\$410.54
EFT21139	09/03/2023	MARTINS PRODUCE	SUPERMARKET ORDER	\$4,482.28
EFT21140	09/03/2023	MERREDIN REFRIGERATION & AIR CONDITIONING	REFRIGERATION MAINTENANCE SUPERMARKET	\$372.70
EFT21141	09/03/2023	MERREDIN TELEPHONE SERVICES	SECURITY MONITORING	\$70.40
EFT21142	09/03/2023	METCASH TRADING LIMITED	SUPERMARKET ORDER	\$5,471.99
EFT21143	09/03/2023	MUNRO REWIND SERVICE	PUMP SERVICE	\$3,905.00
EFT21144	09/03/2023	NAPA	DAM PUMP ALTERNATOR & WORKSHOP CONSUMABLES	\$708.96
EFT21145	09/03/2023	NUTRIEN AG SOLUTIONS	FENCE DROPPERS FOR CONSTRUCTION CREW	\$452.43
EFT21146	09/03/2023	REPCO	PART FOR BK409	\$56.98
EFT21147	09/03/2023	ROE TOURISM ASSOCIATION	ROE TOURISM MEMBERSHIP & CONTRIBUTION	\$6,000.00
EFT21148	09/03/2023	STEWART & HEATON CLOTHING CO. PTY LTD	BFB PROTECTIVE CLOTHING	\$203.96
EFT21149	09/03/2023	STIHL SHOP MALAGA	HEDGE TRIMMER PARTS	\$290.00
EFT21150	09/03/2023	SYNERGY	ELECTRICITY USAGE	\$22,765.75

EFT21151	09/03/2023	TELSTRA	TELEPHONE USAGE CHARGES	\$515.30
EFT21152	09/03/2023	TOLL TRANSPORT PTY LTD	FREIGHT FROM VARIOUS LOCATIONS TO BRUCE ROCK	\$335.16
EFT21153	09/03/2023	TWO DOGS HOME HARDWARE	TOOLS	\$119.90
EFT21154	09/03/2023	WA CONTRACT RANGER SERVICES	RANGER SERVICES	\$1,045.00
EFT21155	09/03/2023	WA DISTRIBUTORS PTY LTD T/AS ALLWAYS FOODS	CLEANING SUPPLIES	\$351.65
EFT21156	09/03/2023	WALLIS COMPUTER SOLUTIONS	TABLET FOR CARAVAN PARK ONLINE BOOKING SYSTEM	\$2,136.35
EFT21157	09/03/2023	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	TRANSPORT AND ROADS FORUM 2023 DELEGATE FEES	\$490.00
EFT21158	09/03/2023	WESTRAC PTY LTD	PARTS FOR BK510	\$597.60
EFT21159	13/03/2023	DEPARTMENT OF MINES AND PETROLEUM	BSL FOR FEBRUARY 2023	\$114.67
EFT21160	13/03/2023	SHIRE OF BRUCE ROCK - CREDIT CARD	CREDIT CARD FOR MARCH 2023, HEALTHENGINE, CARD FEE, INTERNET AND CONFERENCE COSTS	\$548.22
EFT21161	16/03/2023	SHIRE OF BRUCE ROCK	PAYROLL DEDUCTIONS	\$682.00
EFT21162	16/03/2023	AUSTRALIAN TAXATION OFFICE	BAS FOR FEBRUARY 2023	\$18,620.00
EFT21163	16/03/2023	BDD AUSTRALIA PTY LTD T/A BEGA	SUPERMARKET ORDER	\$1,632.88
EFT21164	16/03/2023	COCA-COLA EUROPACIFICPARTNERS AUSTRALIA PTY LIMITED	SUPERMARKET ORDER	\$2,207.81
EFT21165	16/03/2023	CODY EXPRESS TRANSPORT	SUPERMARKET FREIGHT	\$1,482.92
EFT21166	16/03/2023	COLPET BROWNLEY	REFUSE SITE MAINTENANCE FNE 15/03/2023	\$1,010.52
EFT21167	16/03/2023	EASTWAY FOOD SUPPLIES	SUPERMARKET ORDER	\$1,526.86
EFT21168	16/03/2023	KATIE FUCHSBICHLER	RUBBISH COLLECTION FOR FNE 15/03/2023	\$2,500.00
EFT21169	16/03/2023	MAROK WA PTY LTD	SUPERMARKET ORDER	\$422.59
EFT21170	16/03/2023	MARTINS PRODUCE	SUPERMARKET ORDER	\$4,058.39
EFT21171	16/03/2023	METCASH TRADING LIMITED	SUPERMARKET ORDER	\$7,958.39
EFT21172	16/03/2023	WEST AUSTRALIAN NEWSPAPERS LIMITED	NEWSPAPERS WEEK ENDING 19/02/2023	\$440.56
EFT21173	23/03/2023	AVON WASTE	RECYCLING FOR THE MONTH OF FEBRUARY	\$3,769.96
EFT21174	23/03/2023	BDD AUSTRALIA PTY LTD T/A BEGA	SUPERMARKET ORDER	\$1,439.33
EFT21175	23/03/2023	BGC CEMENT	BULK CEMENT	\$13,912.80
EFT21176	23/03/2023	BITUMEN DISTRIBUTORS PTY LTD	BULK BITUMEN EMULSION	\$13,794.00
EFT21177	23/03/2023	BROTHER AND I	ENTERTAINMENT FOR COMMUNITY SUNDOWNER	\$1,200.00
EFT21178	23/03/2023	BRUCE ROCK CAFE - LOVE THAT FOOD	REFRESHMENTS FOR COUNCIL MEETING	\$28.50
EFT21179	23/03/2023	BRUCE ROCK COMMUNITY RESOURCE CENTRE (INC)	ROCK REVIEW SALES	\$508.00
EFT21180	23/03/2023	BRUCE ROCK DISTRICT CLUB	COUNCIL MEETING LUNCH & REFRESHMENTS	\$469.00
EFT21181	23/03/2023	BUNNINGS NORTHAM	ROOFING NAILS	\$11.50
EFT21182	23/03/2023	BURGESS RAWSON PTY LTD	INDUSTRIAL RENT AND MANAGEMENT FEES	\$238.38
EFT21183	23/03/2023	C-STORE DISTRIBUTION	SUPERMARKET ORDER	\$1,150.05
EFT21184	23/03/2023	CINIL THOMAS	REIMBURSEMENT OF POLICE CLEARANCE	\$58.70
EFT21185	23/03/2023	CIVIC LEGAL	LEGAL EXPENSES TO BE REIMBURSED FOR SUBDIVISION	\$4,550.00
EFT21186	23/03/2023	CODY EXPRESS TRANSPORT	FREIGHT CHARGES AQUATIC CENTRE	\$110.00
EFT21187	23/03/2023	COUNTRYWIDE FRIDGELINES PTY LTD	SUPERMARKET FREIGHT	\$34.93
EFT21188	23/03/2023	EASTWAY FOOD SUPPLIES	SUPERMARKET ORDER	\$2,177.95
EFT21189	23/03/2023	ELDERS RURAL SERVICES AUSTRALIA LIMITED	AQUATIC CENTRE CHEMICALS	\$63.55
EFT21190	23/03/2023	ELEC TECH DIESEL SERVICES PTY LTD	AIR CONDITIONING REPAIR BK409	\$303.91
EFT21191	23/03/2023	HERSEY'S SAFETY PTY LTD	WORKSHOP TOOLS	\$97.90
EFT21192	23/03/2023	KENNARDS HIRE MIDLAND	PORTABLE TRAFFIC LIGHT HIRE	\$1,000.00
EFT21193	23/03/2023	LIBERTY OIL RURAL PTY LTD	ANTIFREEZE COOLANT	\$521.97
EFT21194	23/03/2023	LIVINGSTREAMS MEDICAL SERVICES PTY LTD T/A DR OLUMUYIWA JEGEDE	PRE EMPLOYMENT MEDICAL	\$140.00
EFT21195	23/03/2023	LUKERATIVE PLUMBING, GAS & MAINTENANCE	1 STED SUBSIDY	\$1,000.00
EFT21196	23/03/2023	LOVICK FABRICATIONS	REPAIRS TO BK505	\$4,653.55
EFT21197	23/03/2023	MAROK WA PTY LTD	SUPERMARKET ORDER	\$427.59
EFT21198	23/03/2023	MARTINS PRODUCE	SUPERMARKET ORDER	\$4,124.82
EFT21199	23/03/2023	METCASH TRADING LIMITED	SUPERMARKET ORDER	\$14,817.05
EFT21200	23/03/2023	MHG CONSTRUCTION PTY LTD T/A MATT GILBERT CARPENTRY & MAINTENANCE	REPAIRS TO SHIRE PROPERTY	\$5,280.00
EFT21201	23/03/2023	NAPA	GLOBES	\$59.62
EFT21202	23/03/2023	OFFICEWORKS BUSINESS DIRECT	STATIONERY	\$292.88
EFT21203	23/03/2023	POWERHOUSE MIDLAND	BRUSH CUTTER HEADS	\$526.80
EFT21204	23/03/2023	PRESTON ROWE PATERSON PERTH PTY LTD	VALUATION OF PROPERTIES	\$1,540.00
EFT21205	23/03/2023	RESONLINE PTY LTD	ONLINE CARAVAN PARK BOOKING SYSTEM	\$220.00
EFT21206	23/03/2023	SANDS FRIDGE LINES	SUPERMARKET FREIGHT	\$819.67
EFT21207	23/03/2023	SEEK LIMITED	STAFF RECRUITMENT	\$313.50
EFT21208	23/03/2023	STATE LIBRARY OF WESTERN AUSTRALIA	FREIGHT RECOUP	\$177.38

EFT21209	23/03/2023	TELSTRA	TELEPHONE USAGE	\$1,786.41
EFT21210	23/03/2023	TOLL TRANSPORT PTY LTD	FREIGHT CHARGES	\$188.54
EFT21211	23/03/2023	WA DISTRIBUTORS PTY LTD T/AS ALLWAYS FOODS	CLEANING SUPPLIES	\$766.50
EFT21212	23/03/2023	WHEATBELT EQUIPMENT PTY LTD	HYDRAULIC OIL	\$559.46
EFT21213	23/03/2023	WIRTGEN AUSTRALIA	FUEL FILTER HOUSING BK011	\$216.52
EFT21214	22/03/2023	WEST AUSTRALIAN NEWSPAPERS LIMITED	NEWSPAPERS FOR WEEK ENDING 12/03/2023	\$323.00
EFT21215	09/03/2023	WEST AUSTRALIAN NEWSPAPERS LIMITED	NEWSPAPERS FOR WEEK ENDING 26/03/2023	\$469.86
EFT21216	15/03/2023	WEST AUSTRALIAN NEWSPAPERS LIMITED	NEWSPAPERS FOR WEEK ENDING 05/03/2023	\$423.49
EFT21217	29/03/2023	BDD AUSTRALIA PTY LTD T/A BEGA	SUPERMARKET ORDER	\$4,611.35
EFT21218	29/03/2023	C-STORE DISTRIBUTION	SUPERMARKET ORDER	\$878.54
EFT21219	29/03/2023	COCA-COLA EUROPACIFICPARTNERS AUSTRALIA PTY LIMITED	SUPERMARKET ORDER	\$2,662.19
EFT21220	29/03/2023	COLPET BROWNLEY	REFUSE SITE MAINTENANCE FNE 29/03/2023	\$2,021.04
EFT21221	29/03/2023	DEPARTMENT OF FIRE AND EMERGENCY SERVICES (DFES)	2022/23 EMERGENCY SERVICES LEVY	\$20,653.23
EFT21222	29/03/2023	EASTWAY FOOD SUPPLIES	SUPERMARKET ORDER	\$2,181.49
EFT21223	29/03/2023	MAROK WA PTY LTD	SUPERMARKET ORDER	\$430.19
EFT21224	29/03/2023	MARTINS PRODUCE	SUPERMARKET ORDER	\$4,601.76
EFT21225	29/03/2023	METCASH TRADING LIMITED	SUPERMARKET ORDER	\$1,462.58
EFT21226	29/03/2023	MICHAEL GEOFFREY DARBY	STAFF ACCOMMODATION	\$655.53
EFT21227	30/03/2023	SHIRE OF BRUCE ROCK	PAYROLL DEDUCTIONS	\$682.00
EFT21228	30/03/2023	KATIE FUCHSBICHLER	RUBBISH COLLECTION FOR FNE 29/03/2023	\$2,500.00
EFT21229	29/03/2023	WEST AUSTRALIAN NEWSPAPERS LIMITED	NEWSPAPERS FOR WEEK ENDING 19/03/2023	\$226.40
Total EFTs				\$695,245.71
Municipal Account Cheques				
115	09/03/2023	WATER CORPORATION	WATER USAGE	\$95.46
116	14/03/2023	DEPARTMENT OF TRANSPORT	MR LICENCE FOR STAFF MEMBER	\$146.50
117	23/03/2023	WATER CORPORATION	WATER USAGE	\$15,320.80
118	29/03/2023	DEPARTMENT OF TRANSPORT	VEHICLE LICENCING BK1	\$121.75
Total Cheques				\$15,684.51
Wages and Salaries				
	01/03/2023	PAYROLL DIRECT DEBIT OF NET PAYS	PAYROLL FORTNIGHT ENDING 01/03/2023	\$86,048.34
	15/03/2023	PAYROLL DIRECT DEBIT OF NET PAYS	PAYROLL FORTNIGHT ENDING 15/03/2023	\$85,336.53
	29/03/2023	PAYROLL DIRECT DEBIT OF NET PAYS	PAYROLL FORTNIGHT ENDING 29/03/2023	\$86,281.09
Total Wages and Salaries				\$257,665.96

Municipal Account Direct Debits				
DD8885.1	01/03/2023	AWARE SUPER PTY LTD	PAYROLL DEDUCTIONS	\$10,290.51
DD8885.2	01/03/2023	BENDIGO SMART SAVER SUPER	SUPERANNUATION CONTRIBUTIONS	\$345.03
DD8885.3	01/03/2023	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	\$181.06
DD8885.4	01/03/2023	HOST PLUS SUPERANNUATION	PAYROLL DEDUCTIONS	\$575.85
DD8885.5	01/03/2023	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	\$243.32
DD8885.6	01/03/2023	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	\$100.46
DD8885.7	01/03/2023	THE TRUSTEE FOR AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	\$244.14
DD8885.8	01/03/2023	MACQUARIE SUPER MANAGER II	SUPERANNUATION CONTRIBUTIONS	\$196.10
DD8885.9	01/03/2023	SUPERWRAP PERSONAL SUPER PLAN	SUPERANNUATION CONTRIBUTIONS	\$785.86
DD8919.1	15/03/2023	AWARE SUPER PTY LTD	PAYROLL DEDUCTIONS	\$10,238.00
DD8919.2	15/03/2023	BENDIGO SMART SAVER SUPER	SUPERANNUATION CONTRIBUTIONS	\$377.77
DD8919.3	15/03/2023	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	\$200.70
DD8919.4	15/03/2023	HOST PLUS SUPERANNUATION	PAYROLL DEDUCTIONS	\$570.50
DD8919.5	15/03/2023	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	\$243.36
DD8919.6	15/03/2023	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	\$104.39
DD8919.7	15/03/2023	THE TRUSTEE FOR AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	\$244.19
DD8919.8	15/03/2023	MACQUARIE SUPER MANAGER II	SUPERANNUATION CONTRIBUTIONS	\$170.62
DD8919.9	15/03/2023	SUPERWRAP PERSONAL SUPER PLAN	SUPERANNUATION CONTRIBUTIONS	\$785.86
DD8948.1	29/03/2023	AWARE SUPER PTY LTD	PAYROLL DEDUCTIONS	\$10,235.72
DD8948.2	29/03/2023	BENDIGO SMART SAVER SUPER	SUPERANNUATION CONTRIBUTIONS	\$365.28
DD8948.3	29/03/2023	HOST PLUS SUPERANNUATION	PAYROLL DEDUCTIONS	\$572.06
DD8948.4	29/03/2023	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	\$307.16
DD8948.5	29/03/2023	THE TRUSTEE FOR AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	\$245.81
DD8948.6	29/03/2023	MACQUARIE SUPER MANAGER II	SUPERANNUATION CONTRIBUTIONS	\$190.56
DD8948.7	29/03/2023	SUPERWRAP PERSONAL SUPER PLAN	SUPERANNUATION CONTRIBUTIONS	\$785.86
DD8948.8	29/03/2023	WEALTH PERSONAL SUPERANNUATION AND PENSION FUND	SUPERANNUATION CONTRIBUTIONS	\$184.50
DD8948.9	29/03/2023	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$2,029.35
DD8885.10	01/03/2023	WEALTH PERSONAL SUPERANNUATION AND PENSION FUND	SUPERANNUATION CONTRIBUTIONS	\$150.95
DD8885.11	01/03/2023	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$2,047.37
DD8885.12	01/03/2023	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$281.51
DD8885.13	01/03/2023	VIRGIN MONEY SUPER	SUPERANNUATION CONTRIBUTIONS	\$193.81
DD8885.14	01/03/2023	AMP RETIREMENT SAVINGS ACCOUNT	SUPERANNUATION CONTRIBUTIONS	\$109.56
DD8885.15	01/03/2023	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	\$244.05
DD8919.10	15/03/2023	WEALTH PERSONAL SUPERANNUATION AND PENSION FUND	SUPERANNUATION CONTRIBUTIONS	\$150.95
DD8919.11	15/03/2023	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$2,031.31
DD8919.12	15/03/2023	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$283.84
DD8919.13	15/03/2023	VIRGIN MONEY SUPER	SUPERANNUATION CONTRIBUTIONS	\$193.81
DD8919.14	15/03/2023	AMP RETIREMENT SAVINGS ACCOUNT	SUPERANNUATION CONTRIBUTIONS	\$86.85
DD8919.15	15/03/2023	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	\$243.27
DD8948.10	29/03/2023	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$459.82
DD8948.11	29/03/2023	VIRGIN MONEY SUPER	SUPERANNUATION CONTRIBUTIONS	\$193.81
DD8948.12	29/03/2023	AMP RETIREMENT SAVINGS ACCOUNT	SUPERANNUATION CONTRIBUTIONS	\$98.20
DD8948.13	29/03/2023	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	\$243.27
Total Direct Debits				\$47,826.40
Credit Card Payments				
EFT21112	03/03/2023	HEALTHENGINE	HEALTHENGINE APP, SMS RECALLS & NEW PATIENTS	141.90
		BENDIGO BANK	CARD FEE	4.00
		WESTNET	INTERNET FOR MARCH	89.95
			INTERNET FOR MARCH	89.95
			INTERNET FOR MARCH	109.95
		ACTIVE8ME	INTERNET FOR FEBRUARY/MARCH	45.40
		CROWN METROPOL PERTH	EVENING MEAL FOR OFFICER ATTENDING CONFERENCE (DIFFERENCE TO ALLOWANCE TO BE REIMBURSED)	67.07
Total Credit Card Payments				\$548.22
Total Municipal Account EFT Payments				\$695,245.71
Total Municipal Account Cheque Payments				\$15,684.51
Total Trust Account EFT Payments				\$0.00
Total Trust Account Cheque Payments				\$0.00
Total Wages + Superannuation				\$305,492.36
Total				\$1,016,422.58

A2465 - 20005Financial Summary

Levies	Receipts	Balance	C/A	Description
264.72	0.00	264.72	C	Rates
17.13	0.00	17.13	C	Interest
0.00	0.00	0.00	C	Excess
2.67	0.00	2.67	C	ESL PENALTY
93.00	15.19	77.81	C	EMERGENCY SERVICES LEVY
				=====
377.52	15.19	362.33		*** TOTALS ***

**Planning and Development (Local Planning Schemes) Regulations 2015
Schedule 2 Deemed provisions for local planning schemes Part 11 Forms referred
to in this Scheme cl. 86**

The form of an application for development approval referred to in clause 62(1)(a) is as follows —

Application for development approval

Owner details*		
Name: <i>Geoffrey Alan Negri & Phillip Gerard Negri</i>		
ABN (if applicable):		
Address: <i>Lewtas ROAD</i> <i>BRUCE ROCK W.A.</i> Postcode: <i>6418</i>		
Phone: Work: <i>0428611228</i> Home: Mobile:	Fax:	Email: <i>psnegri@westnet.com.au</i>
Contact person for correspondence: <i>Phillip Negri</i>		
Signature: <i>[Signature]</i>	Date: <i>14/3/23</i>	
Signature: <i>[Signature]</i>	Date: <i>19/3/23</i>	
<p><i>The signature of the owner(s) is required on all applications. This application will not proceed without that signature. For the purposes of signing this application an owner includes the persons referred to in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 clause 62(2).</i></p>		

Applicant details (if different from owner)		
Name:		
Address: Postcode:		
Phone:	Fax:	Email:
Work:
Home:		
Mobile:		
Contact person for correspondence:		
The information and plans provided with this application may be made available by the local government for public viewing in connection with the application. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Signature:		Date:

Property details		
Lot N°: 16282	House/Street N°:	Location N°: 193
Diagram or Plan N°: DP225546	Certificate of Title Vol. N°: 1029	Folio: 379
Title encumbrances (e.g. easements, restrictive covenants):		
Street name: Negris Road		Suburb: Bruce Rock
Nearest street intersection: Bruce Rock – Naremben Road		

Proposed development	
Nature of development:	Works and Use
Is an exemption from development claimed for part of the development?	No
If yes, is the exemption for:	<input type="checkbox"/> Works <input type="checkbox"/> Use
Description of proposed works and/or land use:	Installation of a transportable 'DONGA' style one-bedroom dwelling for the use as a dwelling.
Description of exemption claimed (if relevant):	NA
Nature of any existing buildings and /or land use:	Existing dwelling on a Rural activity and Zoned Lot encompassing sheds for farming purposes.
Approximate cost of proposed development:	\$ 18,500
Estimated time of completion:	October 2023

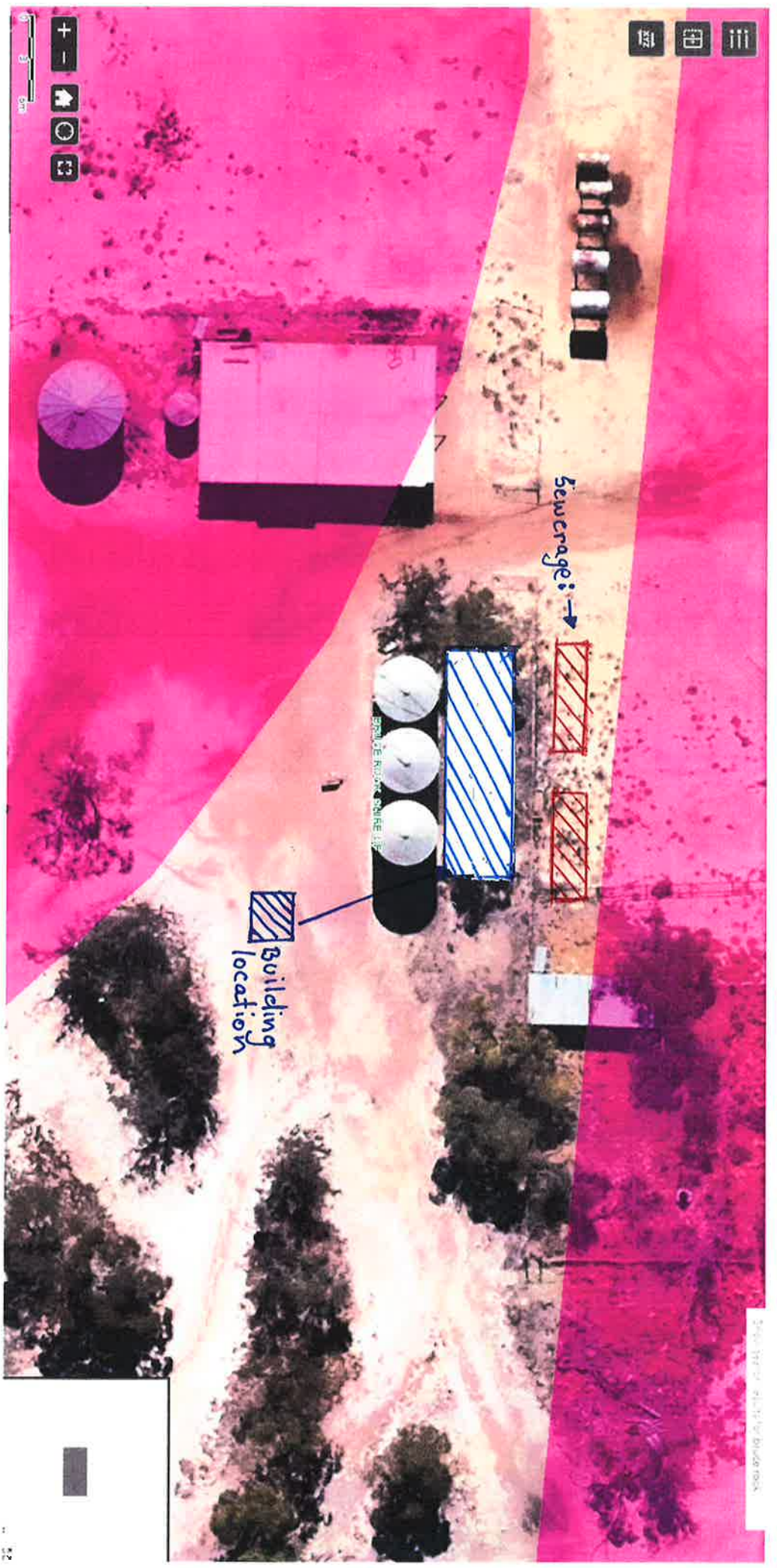
OFFICE USE ONLY

Acceptance Officer's initials: JRL (EHO)

Date received: 11 April 2023

Local government reference N°: NEATU DONGA-16282.

Bush Fire Prone Area [retrieved 13 March 2023 at 1654HRS] for Lot 16282 Negril Road.



2023-11-17 16:54:17 (UTC+10:00)

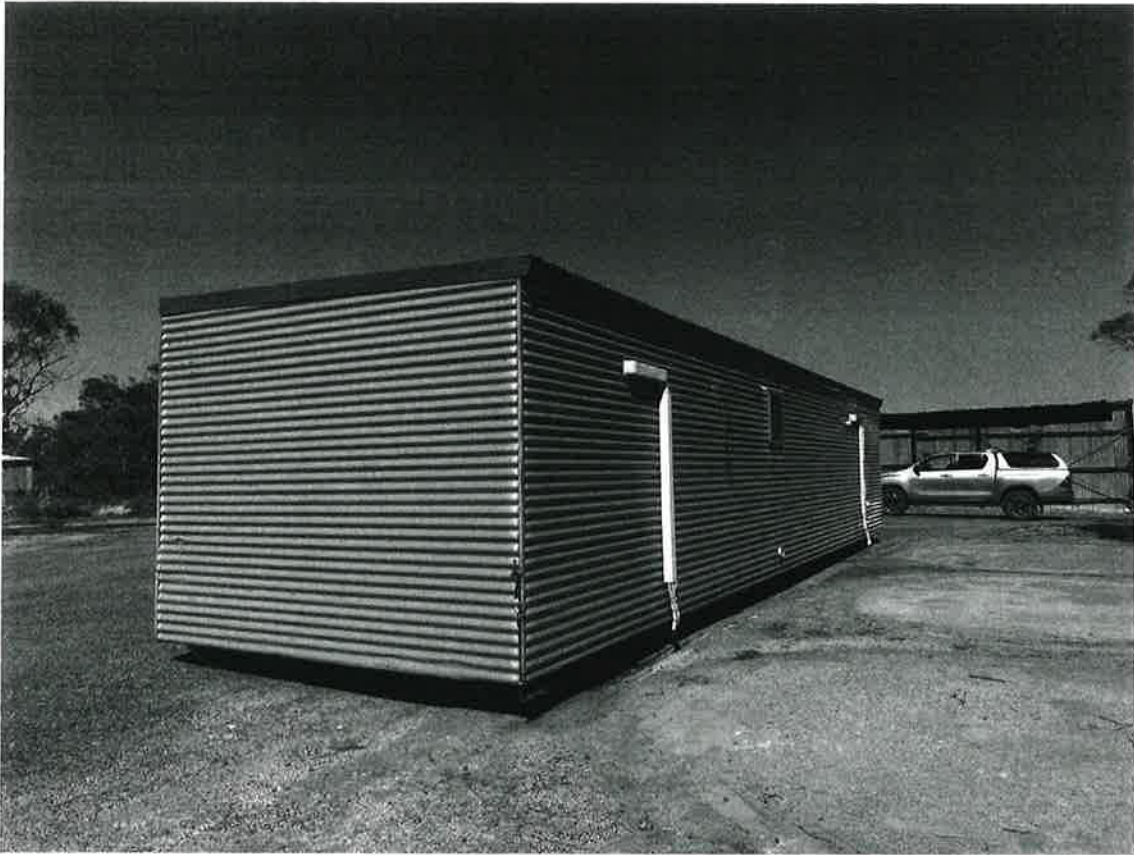
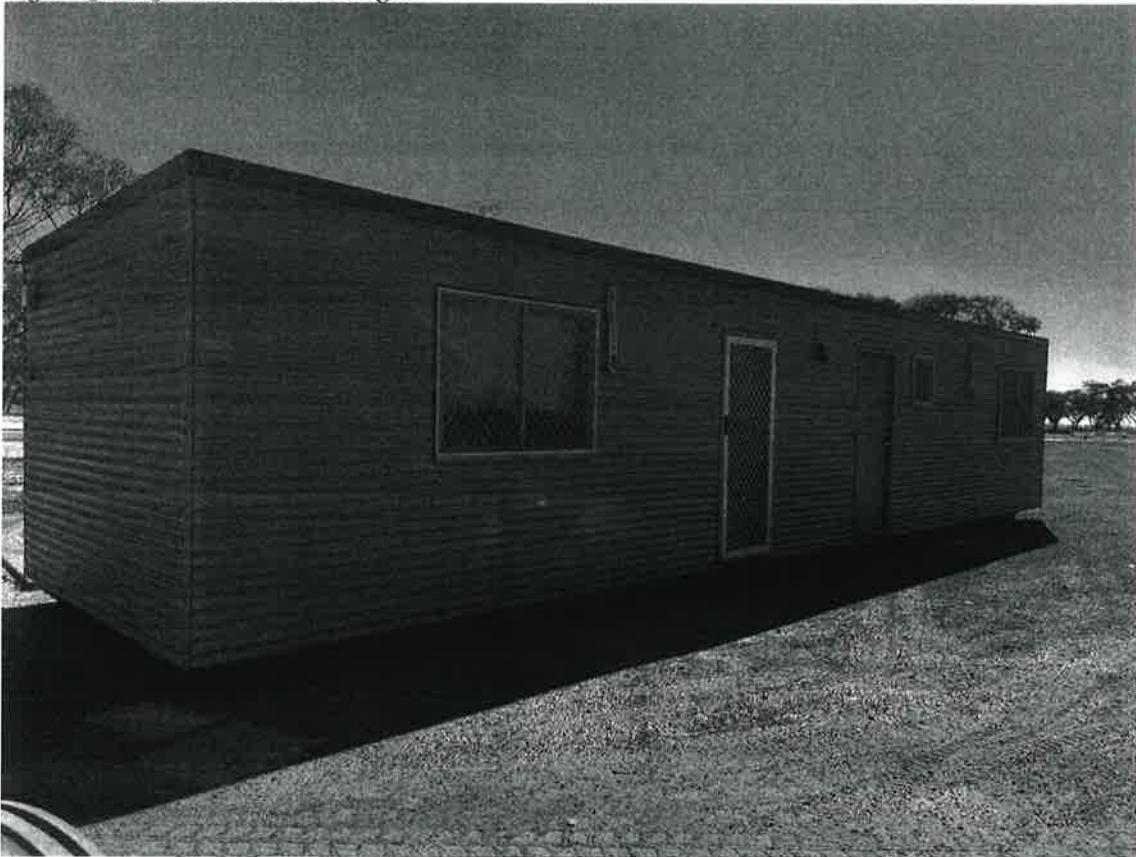


Figure 5A & 5B: Exterior of donga.



**DEED OF ACKNOWLEDGEMENT OF SUBDIVISION
OBLIGATION AND REIMBURSEMENT**

**SHIRE OF BRUCE ROCK (ABN 22 148 096 754)
(Shire)**

and

**AYRTOUN VISTA PTY LTD (ACN 636 676 303)
(Ayrton)**

THIS DEED is made the day of 2023

BETWEEN:

SHIRE OF BRUCE ROCK (ABN 22 148 096 754) of 54 Johnson Street, Bruce Rock, Western Australia, WA 6418 (**Shire**)

and

AYRTOUN VISTA PTY LTD (ACN 636 676 303) of 1 Currie Road, Bruce Rock on Location Number 16278, Western Australia WA 6418 (**Ayrtoun**)

BACKGROUND

- A. The Shire is a local government constituted under section 2.5 of the *Local Government Act 1995* (WA).
- B. The Shire is the Registered Proprietor of Lot 2.
- C. Ayrtoun is the registered proprietor of Lot 30.
- D. Ayrtoun wishes to subdivide Lot 30 into various lots including the Homestead Lot.
- E. A condition of the subdivision of Lot 30 is that road access is provided to the Homestead Lot (**the Access Condition**).
- F. In order to meet the Access Condition, Ayrtoun has requested that the Shire permit the subdivision of Lot 2 to create the Golf Links Road.
- G. The Shire has agreed to the proposal by Ayrtoun to create the Golf Links Road subdivision, provided that Ayrtoun bear all the costs of doing so in accordance with terms and conditions set out in this Agreement.

BY THIS AGREEMENT

1. Agreement

1.1. Creation of Golf Links Road

Subject to Ayrtoun complying with Ayrtoun's Obligations under this Agreement, the Shire agrees to:

- (a) permit Ayrtoun to apply for and arrange the subdivision of Lot 2 to create Golf Links Road; and
- (b) do all things necessary to create the Golf Links Road, such road to:
 - (i) be substantially as shown on the plan annexed in Annexure "B";
 - (ii) connect the Homestead Lot to the boundary between Lot 2 and the road reserve for the Bruce Rock – Quairading Road; and
 - (iii) be created under applicable legislation, in particular the *Planning and Development Act 2005*, the *Land Administration Act 1997* and the *Local Government Act 1995*.

- (c) maintain the Golf Links Road as a gravel road unless the Shire decides (in its absolute discretion) to upgrade it to a bitumen road and otherwise in accordance with:
 - (i) its powers under the:
 - (1) *Land Administrative Act 1997* and the *Local Government Act 1995*; and
 - (2) any other applicable Written Law; and
 - (ii) the requirements of any relevant Authority.
- (d) Ayrton and the Shire will use all reasonable endeavours to subdivide Lot 2 and have Golf Links Road created as a public access road within three (3) years of the date of this Agreement provided always that the Shire is not liable under any circumstances for any Loss of Claim incurred by Ayrton or any other party due to the delay in completion of such subdivision, creation and/or construction works.

1.2. Ayrton's Obligations

- (a) In consideration of the Shire agreeing to permit the subdivision of Lot 2 for the Golf Links Road, Ayrton will:
 - (i) apply for and obtain all necessary approvals and permits from any relevant Authority to achieve the Subdivision at its own cost;
 - (ii) engage and pay such licensed surveyors and other advisers to undertake surveys, create new deposited plans and perform such other work as is required to effect the Subdivision;
 - (iii) complete and lodge all necessary forms, plans, instruments and documentation at Landgate as required in order to register the Subdivision at Landgate at its sole cost;
 - (iv) otherwise pay, or reimburse the Shire any and all costs and expenses associated with the Subdivision process that the Shire might incur, including but not limited to:
 - (1) the required road naming by Landgate WA;
 - (2) all costs that might be incurred as a result of Ayrton's conduct of any planning application process; and
 - (3) all other duties, transfer fees, lodgement fees, expenses or costs incurred by the Shire,

in respect to the subdivision of Lot 2 with respect to the Golf Links Road and any related subdivision of Lot 30.

- (b) In addition to costs and expenses referred to in clause 1.2(a), Ayrton will pay, or recoup to the Shire:

- (i) the reasonable administrative fees incurred by the Shire (currently approximately \$70.00 inclusive of GST per hour) in attending to work related to the Subdivision; and
 - (ii) all legal fees incurred by the Shire in the preparation, negotiation and finalisation of this Agreement.
- (c) For the avoidance of doubt Ayrton is not liable nor responsible for any costs related to the maintenance of Golf Links Road after the completion of the subdivision process.
- (d) All amounts payable by Ayrton under this Deed are debts payable on demand.

1.3. Shire's Obligations

The Shire will promptly do all things reasonably necessary, including signing and returning all applications, forms, instruments and documentation as may reasonably be required by Ayrton to enable Ayrton and its advisors and consultants to comply with Ayrton's Obligations.

1.4. Golf Links Road Maintenance

- (a) Following the creation of Golf Links Road as a formal road, the Shire will maintain the Golf Links Road under the Shire's normal operational road budgeted maintenance schedule.
- (b) No user of Golf Links Road will have any influence, implied or otherwise, to expect or demand maintenance over and above the normal road budgeted maintenance schedule.

1.5. Ayrton Acknowledgement

Ayrton acknowledges that it will not have or accrue, and warrants that it will not assert, any legal or equitable interest in the Golf Link Road by virtue of Ayrton's contribution towards the Shire's costs as set out in this Agreement.

1.6. Shire's Discretion

Nothing in this Agreement will fetter or be construed as an attempt to fetter the discretion or the powers of the Shire acting in its capacity as an Authority under any Written Law including (without limitation) under the *Road Traffic Act 1974* (WA).

1.7. Security

By way of security for compliance by Ayrton with Ayrton's Obligations under this Agreement Ayrton:

- (a) charges Lot 30 and the Homestead Lot (of which it is, or will be, a registered proprietor) in favour of the Shire to secure payment of the money owed to the Shire under this Deed.
- (b) grants to the Shire, as equitable chargee, the right to register and maintain a "subject to claim" caveat against the title to Lot 30 and the Homestead Lot until the Ayrton's Obligations in this Agreement have been fully satisfied or discharged.

4. Default

4.1. Default

- (a) If Ayrton is in default of any of Ayrton's obligations under this Agreement (whether relating to the payment of monies or otherwise) the Shire may issue a notice requiring remedy within ten (10) Business Days of service of the notice.
- (b) In the event Ayrton fails to remedy the breach within the period of 10 Business Days then the Shire will be entitled to suspend the performance of its obligations under this Agreement.
- (c) If the Shire suspends the performance of this Agreement under clause 4.1(b), the Shire will lift the suspension once the Ayrton:
 - (i) remedies the breach in full:
 - (ii) pays to the Shire:
 - (1) the costs referred to in clause 4.5; and
 - (2) any interest accrued under clause 4.3.
- (d) If the Shire suspends the performance of this Agreement under clause 4.1(b) and the Ayrton fails within a further ten (10) Business Days of that suspension to:
 - (i) remedy the breach in full;
 - (ii) pays to the Shire:
 - (1) the costs referred to in clause 4.5; and
 - (2) any interest accrued under clause 4.3,

THEN then the Shire may by notice in writing to Ayrton immediately terminate this Agreement.

4.2. Accrued Rights and Obligations

Termination or suspension of this Agreement for any reason does not:

- (a) affect any rights of any Party against the other Party whether arising before or after the time at which such termination or suspension occurred including any rights in relation to a breach of any clause of this Agreement by the other Party;
- (b) release Ayrton from any of the Ayrton's Obligations arising before termination or from any breach of this Agreement whenever arising; or
- (c) release the Shire from any of its obligations under this Agreement arising before termination or from any breach of this Agreement whenever arising; or
- (d) oblige the Shire to refund any monies paid by Ayrton under this Agreement.

4.3. Interest

If Ayrton does not pay any money owing under this Agreement by paid due date then the Shire may charge and collect on demand interest at the rate of ten per cent (10%) per annum calculated on a daily basis from the due date until that date that the amount is paid in full.

4.4. Shire's Right to Remedy

The Shire may, but is not obliged to, remedy any default by Ayrton under this Agreement and the Shire may recover all costs from the Tenant (including legal costs and expenses) accrued in remedying as a liquidated debt on demand.

4.5. Costs of Default

Ayrton must separately pay the Shire's reasonable costs for and associated with the default notice issued to Ayrton under this Agreement including any associated administration fee or legal cost and expenses as a liquidated debt and payable on demand.

5. **GST**

5.1. GST Payable Where Applicable

- (a) If a Party (**Supplier**) makes a Taxable Supply under or in connection with this Agreement, then the Party that is required under this Agreement to provide the consideration for that Taxable Supply (**Recipient**) must also, pay an additional amount equal to the GST payable by the supplier on that Taxable Supply.
- (b) Such additional amount is to be paid at the time the Recipient is required to provide the first part of the consideration for that Taxable Supply under the other provisions of this Agreement.
- (d) Any consideration that is required to be provided under this Agreement that is calculated by reference to a cost, expense, or other amount paid or incurred will be limited to the total cost, expense or amount incurred less the amount of any input tax credit to which an entity is entitled for this acquisition to which that cost, expense or other amount relates.
- (e) For the purpose of this clause:
 - (i) any terms that are not defined in this Agreement but are defined in the GST Act have the meanings ascribed to them by that Act; and
 - (ii) any reference to GST payable by a Party includes any GST payable by the representative member of any GST group of which that Party is a member and if the GST law treats part of a supply as a separate supply for the purpose of determining whether GST is payable on that part of the supply or for the purpose of determining the tax period to which that part of the supply will be attributable, such part of the supply will be treated as a separate supply.

6. Other Provisions

6.1. Notices

- (a) Any notice to a Party will be sufficiently served if sent to the Lessee by post or by email communication at the address specified in this clause (or to such other address as notified in writing to either Party from time to time).
- (b) A notice will be deemed to be served:
- (i) if left at the address given for the recipient, then at the time of leaving the notice;
 - (ii) if sent by pre-paid post, on the sixth (6) Business Day after the date of posting;
 - (iii) if sent by email, at the time when the electronic communication becomes capable of being retrieved by the addressee at the designated electronic address OR when an electronic delivery receipt or read receipt is provided to the sender; and
 - (iv) if sent by facsimile upon electronic notification of successful transmission.
- (c) At the date of this Agreement the service details of each Party is as follows:

- (i) The Shire:

To the Attention of	The Chief Executive Officer
By Hand Delivery	54 Johnson Street, Bruce Rock, WA 6418
By Post	PO Box 113, Bruce Rock WA 6418
By Email	darren.mollenoyux@brucerock.wa.gov.au
By Facsimile	(08) 9061 1340

- (ii) Ayrton:

To the Attention of	Mrs Bridgette Currie (Director)
By Hand Delivery	Location No. 16277 Currie Road, Bruce Rock, WA 6418
By Post	PO Box 56 Bruce Rock
By Email	ayrtounfarms@bigpond.com
By Facsimile	Not applicable

6.2. Good Faith

The Parties will each act in good faith at all times in respect of the performing their obligations under this Deed.

6.3. Amendments

This Agreement may only be varied by a document signed by or on behalf of each Party.

6.4. Counterparts

This Agreement may be executed in any number of counterparts. All counterparts will be taken to constitute one instrument.

6.5. Assignment

A Party cannot transfer any of its rights or obligations under this Agreement without the written consent of the other Party, which may not be unreasonably delayed or refused, and which must be given where the assignee is of good repute, of sufficient means to discharge the obligations under this Agreement of the assignor and executes a deed of assignment and assumption in a form reasonably required by the non-assigning Party.

6.6. Severability

Any provision of this Agreement that is illegal, void or unenforceable will be ineffective to the extent of its illegality, voidness or unenforceability and will not invalidate the remaining provisions.

6.7. Waiver

- (a) A waiver by a Party under this Agreement must be in writing.
- (b) A waiver of one breach of any term or condition in this Agreement is not a waiver of any other breach of this Agreement.

6.8. Entire Agreement

This Agreement:

- (a) embodies the entire understanding of the Parties and contains all the terms agreed on between the Parties; and
- (b) supersedes any earlier agreement between the Parties.

6.9. Governing Law

This Agreement will be construed and interpreted in accordance with the laws of Western Australia and the Parties agree to submit to the jurisdiction of the courts of that State and of courts competent to hear appeals therefrom.

7. **Definitions and Interpretation**

7.1. Definitions

In this Agreement:

Agreement means this Agreement as amended or varied from time to time;

Agreement Date means the date on which this Agreement is executed by the Parties;

Annexure means an annexure to this Agreement;

Ayrton's Obligations means each covenant, obligation and duty contained or implied in this Agreement;

Authority includes any government, agency, department, office, minister or other public body or authority of any kind, including the Shire acting in accordance with its powers and duties under the *Local Government Act 1995* (WA), and includes any successor or substitute body or authority;

Business Day means a day that is not a Saturday, Sunday or public holiday in Western Australia;

Commencement Date means the date of execution of this Agreement by both parties;

Corporations Act means the *Corporations Act 2001* (Cth);

GST Act means the *A New Tax System (Goods and Services Tax) Act 1999* (Cth);

Homestead Lot means that part of Lot 30 to be subdivided and proposed to be that part of Lot 30 as shown coloured blue in the plan in Annexure "A";

Loss or Claim means:

- (a) a claim, demand, action, proceeding or judgment made; or
- (b) a damage, loss, obligation, cost, expense or liability incurred (including solicitor's and experts costs);

however arising and whether present or future, fixed or unascertained, actual or contingent;

Lot 2 means the Land comprised in Lot 2 on Plan 9446 being the whole of the Land in certificate of Title Volume 309 Folio 198A;

Lot 30 means the Land comprised in Lot 30 on Deposited Plan 74468 being the whole of the Land in certificate of Title Volume 2849 Folio 29;

Party or Parties means respectively a party or the parties to this Agreement;

Golf Links Road means that portion of Lot 2 to be subdivide from and converted to a public access road to permit access to the Homestead Lot to be approximately as shown in yellow on the Plan contained in Annexure "A";

Schedule means a schedule to this Agreement;

Subdivision means the subdivision of:

- (a) Lot 2 to create the Golf Links Road; and
- (b) Lot 30 into various lots including the Homestead Lot;

Tax Invoice has the meaning given to it in the GST Act;

Taxable Supply has the meaning given to it in the GST Act;

Written Law has the same meaning given to that term in the *Interpretation Act 1984* (WA).

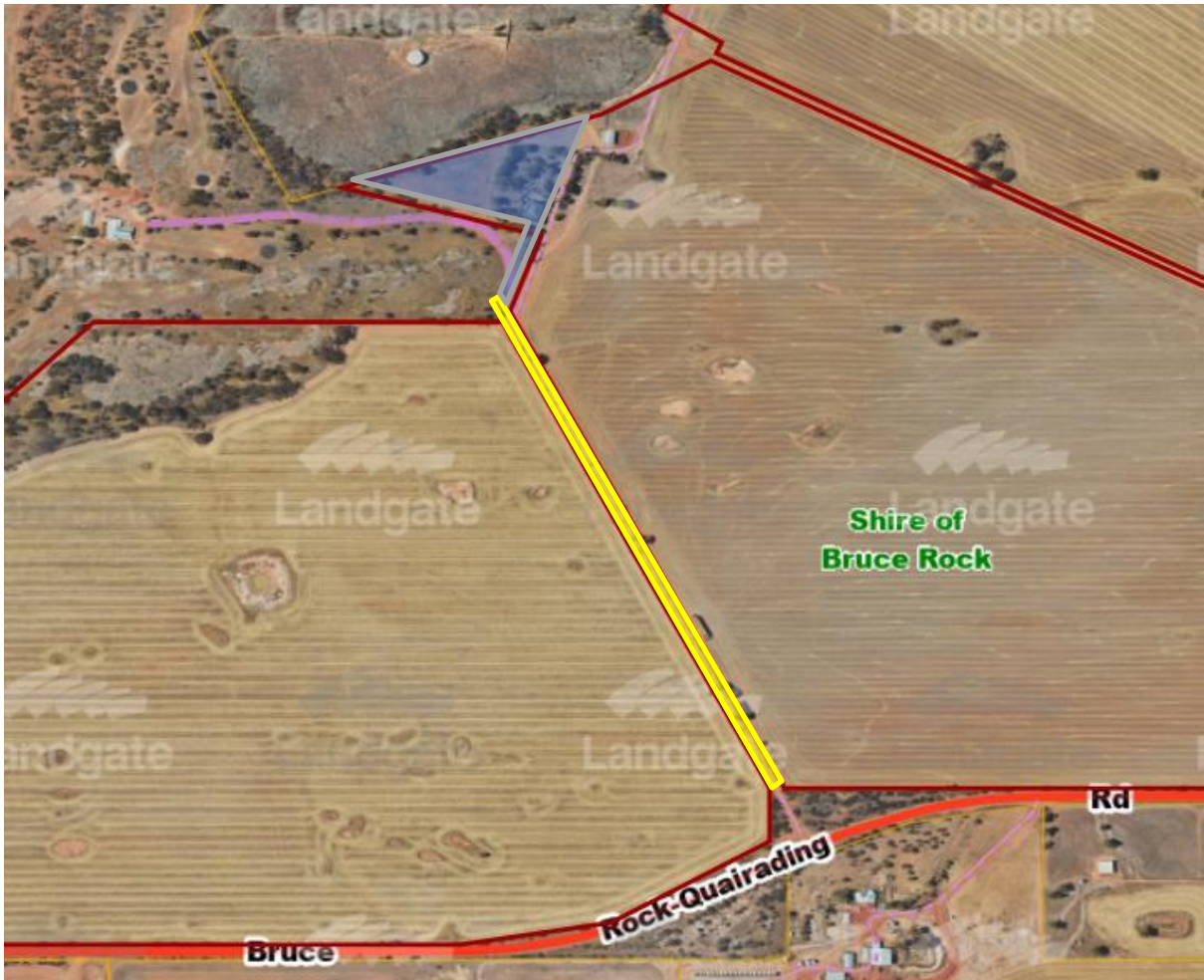
7.2. Interpretation

In this Agreement, unless the context requires otherwise:

- (a) references to any legislation or legislative provision include any statutory modification or re-enactment of, or any legislative provision substituted for, and any statutory instrument issued under, that legislation or legislative provision;
- (b) words denoting the singular include the plural and vice versa;
- (c) words denoting individuals or persons include corporations, authorities, governments and governmental agencies and vice versa;
- (d) words denoting any gender include all genders;
- (e) headings and bolding are for convenience only and do not affect interpretation;
- (f) the meaning of general words or phrases is not limited by specific examples introduced by 'including', 'for example' or similar expressions;
- (g) references to clauses, schedules and annexures are to clauses, schedules and annexures of or to this Agreement;
- (h) references to any agreement (including this Agreement) or document are to that agreement or document as amended, novated, supplemented or replaced from time to time;
- (i) references to any Party to this Agreement, or any other document or arrangement, include that Party's executors, administrators, substitutes, successors and permitted assigns;
- (j) where a term is assigned a particular meaning, other grammatical forms of that term have a corresponding meaning;
- (k) a rule of construction does not apply to the disadvantage of a Party because the Party was responsible for the preparation of this Agreement or any part of it;
- (l) an obligation, representation or warranty in favour of two or more persons:
 - (i) is for the benefit of them jointly and severally; and
 - (ii) binds them jointly and severally; and
- (m) a reference to a "\$" or "dollar" is a reference to Australian dollars.

ANNEXURE "A"
PLAN

- Proposed Homestead Lot Shown Coloured Blue (being portion of Lot 30)
- Plan Of Proposed Golf Links Road Shown Coloured Yellow (being portion of Lot 2)



Note: The descriptions of Lot 2 and Lot 30 is subject to change to different lot numbers by LandGate WA when subdivision is completed but such change will be of no material effect to the obligations under this Deed.

EXECUTED as a Deed:

THE COMMON SEAL of the **SHIRE OF**)
BRUCE ROCK (ABN 22 148 096 754))
was affixed in the presence of:)

.....
Shire President – Signature

.....
Chief Executive Officer – Signature

.....
Shire President – Full Name

.....
Chief Executive Officer – Full Name

Executed By **AYRTOUN VISTA PTY LTD**)
(ACN 636 676 303) in accordance with)
section 127 of the *Corporations Act 2001*)
(Cth) by:)

.....
Name of Director

.....
Signature

.....
Name of Director / Secretary

.....
Signature

**Planning and Development (Local Planning Schemes) Regulations 2015
Schedule 2 Deemed provisions for local planning schemes Part 11 Forms referred
to in this Scheme cl. 86**

The form of an application for development approval referred to in clause 62(1)(a) is as follows —

Application for development approval

Owner details*		
Name: M&G Verhoogt		
ABN (if applicable):		
Address:C/O.....15 Swan St Bruce Rock		
..... Postcode:6418.....		
Phone:	Fax:	Email:
Work:90611253damion@brucerockengineering.com.au...
Mobile:0428253251.....		
Contact person for correspondence: Damion Verhoogt		
Signature: 	Date: 09/02/23	
Signature:	Date:	
<p><i>The signature of the owner(s) is required on all applications. This application will not proceed without that signature. For the purposes of signing this application an owner includes the persons referred to in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 clause 62(2).</i></p>		
Applicant details (if different from owner)		
Name:		

Address: Postcode:		
Phone: Work: Home: Mobile:	Fax:	Email:
Contact person for correspondence:		
The information and plans provided with this application may be made available by the local government for public viewing in connection with the application. <input type="checkbox"/> Yes <input type="checkbox"/> No		
Signature:	Date:	

Property details		
Lot N°: 441	House/Street N°: Strange ST	Location N°:
Diagram or Plan N°: P214223	Certificate of Title Vol. N°:	Folio:
Title encumbrances (e.g. easements, restrictive covenants): 		
Street name: 14 Strange ST	Suburb: Bruce Rock	
Nearest street intersection:		

Proposed development	
Nature of development:	<input checked="" type="checkbox"/> Works 72m2 lunch room & verandah

Is an exemption from development claimed for part of the development? **No**

If yes, is the exemption for: Works Use

Description of proposed works and/or land use:

72m2 lunch room & verandah

Description of exemption claimed (if relevant):

Nature of any existing buildings and /or land use:

Land use is **General Industry** as per the *Shire of Bruce Rock Local Planning Scheme No3*.

Existing buildings are...

Approximate cost of proposed development: \$45000

Estimated time of completion: Q2 2023

OFFICE USE ONLY

Acceptance Officer's initials: *JLR eHO*

Date received: *10 February 2023*

Local government reference N^o: *BHE CRUB 4/23*

RECEIVED
By J Goldacre at 11:15 am, Feb 10, 2023

GENERAL:

1. REFER TO DESIGNER'S ARCHITECTURAL DETAILS FOR SETTING OUT DIMENSIONS, LINTELS, FALLS, FINISHES ETC.
- 2a. GROUND CONDITIONS ASSUMED SAND. COMPACT TO GIVE READINGS OF 8 BLOWS PER 300mm OF A PERTH SAND PENETROMETER FOR A MINIMUM DEPTH OF 900mm. IF OTHER CONDITIONS ENCOUNTERED, CONTACT THIS OFFICE.
- 2b. SOIL SAMPLES INDICATE THAT THE FOUNDATION MATERIAL IS CLAY/ SANDY CLAY/CLAYEY SAND WITH A LOW/MODERATE/HIGH POTENTIAL FOR VOLUMETRIC CHANGE DUE TO MOISTURE VARIATION. IF DIFFERENT CONDITIONS ENCOUNTERED, CONTACT THIS OFFICE. ANY FILLING TO BE CLEAN SAND COMPACTED TO GIVE READINGS OF 8 BLOWS PER 300mm OF A PERTH SAND PENETROMETER FOR A MINIMUM DEPTH OF 900mm.
3. A GEOTECHNICAL INVESTIGATION HAS BEEN CARRIED OUT ON THE SITE. PLEASE CONTACT THE PROJECT MANAGER OR ENGINEER TO OBTAIN A COPY.
4. ENSURE THAT EXCAVATIONS DO NOT UNDERMINE NEW AND EXISTING STRUCTURES.
5. REFER TO DESIGN INFORMATION TABLE FOR SITE PARAMETERS.
6. THE CONTRACTOR IS TO ENSURE BEFORE COMMENCEMENT OF WORKS THAT EXISTING WALLS, SLABS AND ROOF STRUCTURE ETC ARE AS DOCUMENTED ON THE STRUCTURAL DRAWINGS. IF DISCREPANCIES EXIST PLEASE CONTACT THIS OFFICE.
7. THE CONTRACTOR TO ENGAGE A PROFESSIONAL ENGINEER TO ENSURE THAT THE EXISTING STRUCTURE IS ADEQUATELY PROPPED DURING WORKS SO AS TO MAINTAIN STRUCTURAL INTEGRITY AND STABILITY.
8. CONFIRM ALL DIMENSIONS BY SITE MEASUREMENT PRIOR TO COMMENCING SHOP DRAWINGS AND FABRICATION.
9. SHEETING AND CLADDING IS TO BE FIXED AS PER MANUFACTURER'S SPECIFICATIONS.
10. ALL STEEL ROOF CLADDING INSTALLED IN CYCLONIC WIND REGIONS MUST BE COMPLY WITH THE LOW-HIGH/LOW (L-H/L) PRESSURE SEQUENCE DEFINED IN THE BCA SPECIFICATION B1.2

TIMBER:

1. STANDARD: ALL WORK TO BE IN ACCORDANCE WITH AS 1720 AND AS 1684 WITH SUPPLEMENTS AND THE BUILDING CODE OF AUSTRALIA.
2. STRENGTH: STRESS GRADE OF MATERIAL IS INDICATED ON DRAWINGS.
3. CORROSION PROTECTION: EXTERNAL BOLTS AND NAILS TO BE HOT DIPPED GALVANISED. ALL OTHER BOLTS AND TIE DOWNS TO BE ZINC PLATED.
4. TREATMENT: TIMBER PRESERVATIVE TREATMENT SHALL BE APPLIED IN ACCORDANCE WITH AS 1604. H2 - INTERNAL TIMBER AND LVL. H3 - EXTERNAL TIMBER AND LVL (ABOVE GROUND). WATER REPELLENT PAINT, STAIN OR PRESERVATIVE SHALL BE APPLIED TO ALL SIDES AND ENDS OF EXTERNAL TIMBER AND LVL TIMBER.
5. FIXING AND TIE DOWNS: FIXINGS AND TIE DOWNS OF TIMBER FRAMING INCLUDING ROOF, WALL AND FLOOR TO BE IN ACCORDANCE WITH THE BCA AND AS 1684 WITH SUPPLEMENTS.
6. DESIGN: THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE DESIGN, FABRICATION AND ERECTION OF ALL TIMBER FRAMING TO RELEVANT AUSTRALIAN STANDARDS.
7. STABILITY: THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL TEMPORARY STABILITY OF THE STRUCTURE DURING ERECTION.
8. BATTENS: BATTENS SHALL BE FIXED TO THE TOP CHORD/RAFTERS IN ACCORDANCE WITH THE RELEVANT STANDARDS. BATTENS SHALL BE ARRANGED SO NO MORE THAN 1 IN 3 ARE SPICED AT THE SAME CHORD, AND THERE ARE NO MORE THAN 2 ADJACENT SPLICES.
9. LVL STRUCTURAL: MINIMUM STRUCTURAL PROPERTIES OF LVL TIMBER SHALL BE:

E 13 200 MPa	G 680 MPa
Fb 48 MPa	It 33 MPa
Fc 45 MPa	fs 5.3 MPa
FP 12 MPa	JOINT GROUP JD4

STEELWORK:

1. STANDARD: ALL WORK TO BE IN ACCORDANCE WITH AS 4100/4600.
2. ERECTION: THE CONTRACTOR IS RESPONSIBLE FOR TEMPORARY STABILITY DURING STEELWORK ERECTION.
3. BOLTS: HOLD DOWN - GRADE 4.6 (GALVANISED)
STEELWORK - PROPERTY CLASS 8.8 (GALVANISED)
PURLIN BOLTS - PROPERTY CLASS 4.6 (ZINC PLATED)

ALL BOLTS TO BE COMPLIANT TO AS/NZS 1252 AND AS 1111
4. CORROSION PROTECTION: ALL STEELWORK SHALL HAVE CORROSION PROTECTION. EXTERNAL STEELWORK (EXPOSED TO WEATHER AND STEELWORK IN WALL CAVITIES) CLASS 2.5 SANDBLAST AND 1 COAT INORGANIC ZINC.

INTERNAL STEELWORK: CLASS 1 SANDBLAST AND 1 COAT R.O.Z.P. ALL LINTELS TO BE HOT DIPPED GALVANISED AND COATED WITH 2 COATS OF 2 PACK HIGH BUILD EPOXY PRIOR TO SITE DELIVERY.
5. GALVANISING: GALVANISING OF STEELWORK SHALL BE IN ACCORDANCE WITH AS/NZS 4680 TO A MINIMUM THICKNESS OF 500 g/m².
6. HOLLOW SECTIONS: TO BE SEALED AND NOT HOLED. WHERE SECTION IS TO BE HOT DIPPED GALVANISED, PROVIDE BREATHING HOLES AS REQUIRED.
7. SITE WELDING: BY SUITABLY QUALIFIED PERSONNEL TOUCH-UP SURFACE TREATMENT WITH EQUIVALENT CORROSION PROTECTION TO THAT SPECIFIED.
8. HOLD DOWN BOLTS: ALL CAST IN ANCHORS TO BE ACCURATELY LOCATED.
9. FIRE TREATMENT: STEELWORK AND CONNECTIONS ARE TO BE TREATED AS REQUIRED TO ACHIEVE MINIMUM FIRE RATINGS. REFER TO BCA REPORT/ARCHITECTURAL/FIRE CONSULTANTS DRAWINGS AND PROJECT SPECIFICATION.

DESIGN INFORMATION

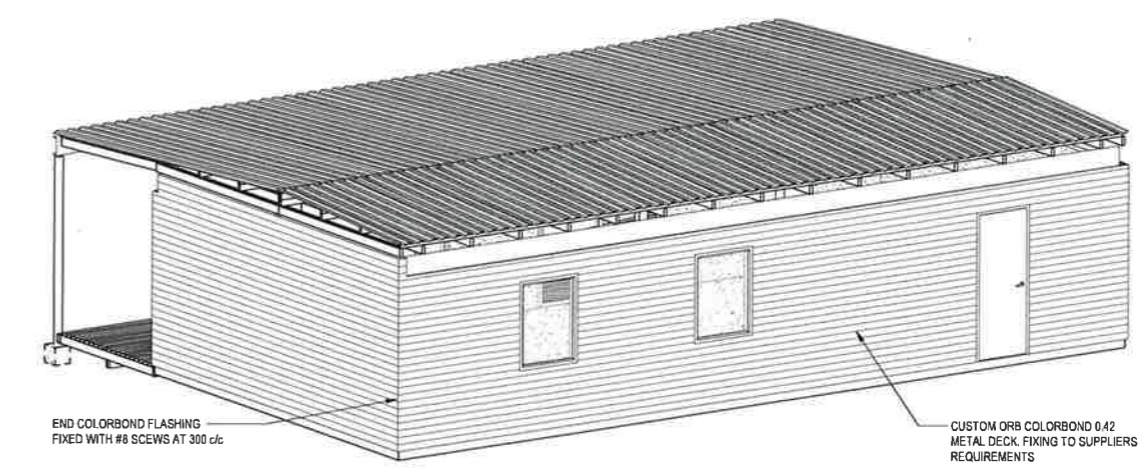
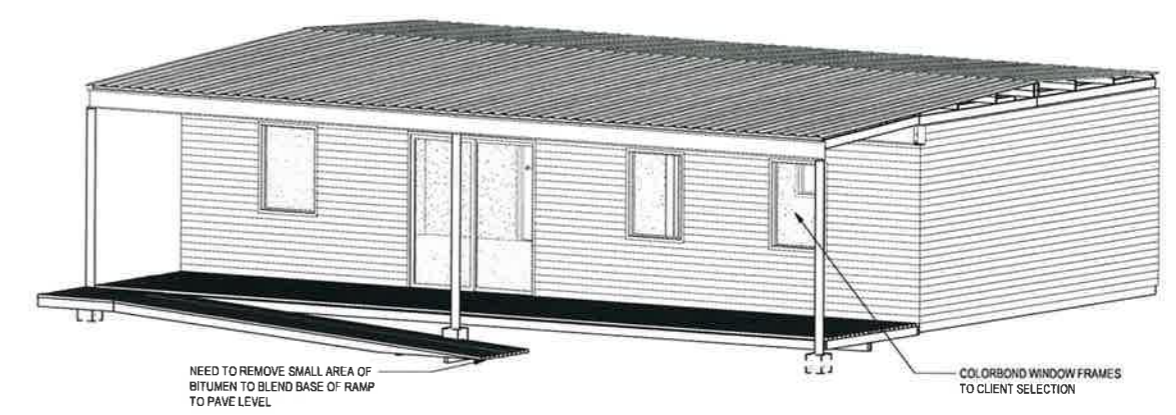
DEAD AND LIVE LOADS AS/NZS 1170.2:2021
IMPOSED FLOOR ACTIONS - TABLE 3.1
GENERAL:
UNIFORMLY DISTRIBUTED LOAD 1.5kPa
POINT LOAD 1.8kN OVER 0.01m²
ROOF ACTIONS - TABLE 3.2
GENERAL:
UNIFORMLY DISTRIBUTED LOAD 0.25kPa
POINT LOAD 1.4kN OVER 0.01m²

WIND LOADS TO AS/NZS 1170.2:2011
WIND REGION A
TERRAIN CATEGORY 3
IMPORTANCE LEVEL 2
ULTIMATE DESIGN WIND SPEED 45m/s
SERVICEABILITY DESIGN WIND SPEED 37m/s

STEEL DESIGN TO AS 4100 AND 4600

EARTHQUAKE LOADS AS 1170.4:2007
IMPORTANCE LEVEL 2
HAZARD FACTOR (Z) 0.09
SITE SUBSOIL CLASS Ce


SITE SOIL CLASSIFICATION
CLASS AFTER SITE PREPARATION A



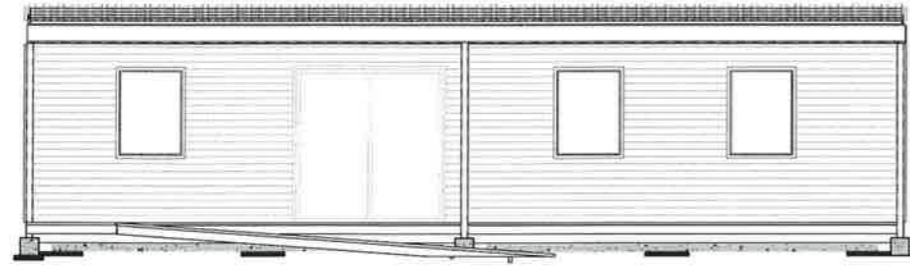
WELDING REQUIREMENTS:

1. ALL WELDING SHALL BE IN ACCORDANCE WITH AS 1554 AND RELATED STANDARDS NOTED THEREIN.
2. UNLESS OTHERWISE NOTED (UNO) NORMAL FILLET WELDING SHALL BE OF 6MM AND BE CONTINUOUS. WHERE MATERIAL THICKNESS IS DICTATED USE FILLET WELD OF EQUAL SIZE TO MATERIAL THICKNESS. WHERE STEEL IS LIGHT GAUGE IT IS EXPECTED MIG METHODS WILL BE ADOPTED OR EQUAL.
3. THE CONTRACTOR SHALL LIAISE WITH THE STRUCTURAL ENGINEER WITH ANY SPECIFIC WELDING TECHNIQUES THEY PROPOSE NOT AS ABOVE.
4. WORKSHOP FABRICATION PRODUCTION SHALL BE TO AS 1554.1, CLAUSE 4.12.
5. SPECIALISED REQUIREMENTS ARE NOT NEEDED OTHER THAN WELDING CLASS IS "GP" AS NOMINATED IN AS 1554.1. SITE INSPECTION BY THE PROJECT ENGINEER WILL NOT OBLVIATE THE OBLIGATION OF THE PRODUCTION TO SATISFY AS 1554 TO THE DETAIL THEREIN.
6. WHERE WELDING DETERMINED TO BE UNSATISFACTORY WHEN INSPECTED WILL BE REQUIRED TO COMPLY WITH DETAILS IN AS 1554 ON REMEDIATION.

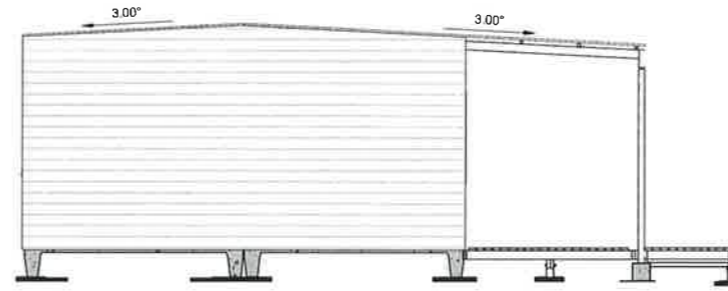
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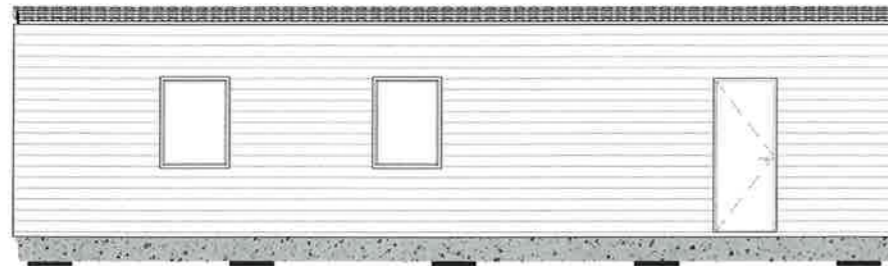
STRUCTURAL SET



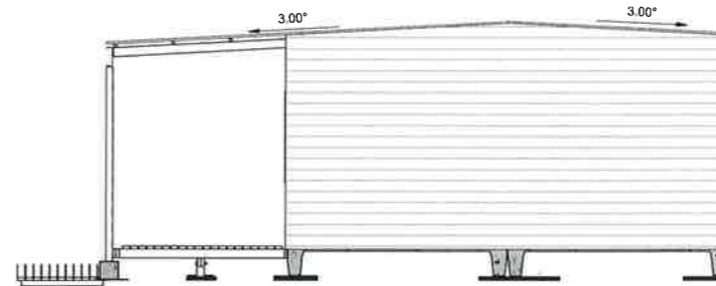
ELEVATION E.01
1:50



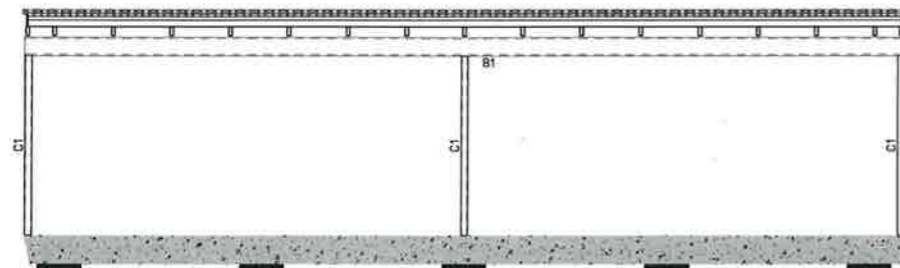
ELEVATION E.02
1:50



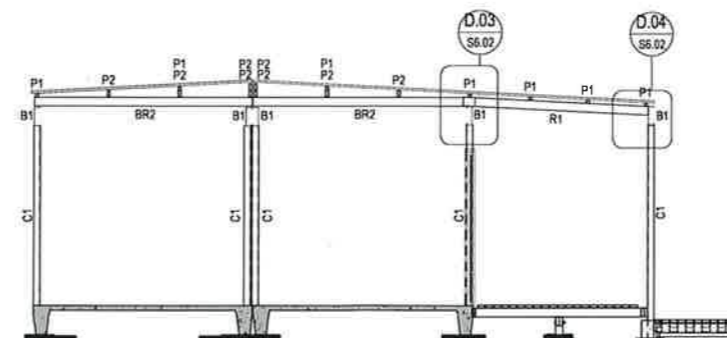
ELEVATION E.03
1:50



ELEVATION E.04
1:50



SECTION S.01
1:50



SECTION S.02
1:50

SCALE (m) 1:100

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CLIENT

BRUCE ROCK ENGINEERING

PROJECT

6x12m CRIB ROOM
15 SWAN STREET, BRUCE ROCK

TITLE

BUILDING ELEVATIONS & SECTIONS

SCALE (m)

1:50 @ A1

PROJECT NUMBER

23-0004

DESIGN ENG.

RS

DRAWN BY

KH

CHECKED BY

RS

APPROVED BY

RS

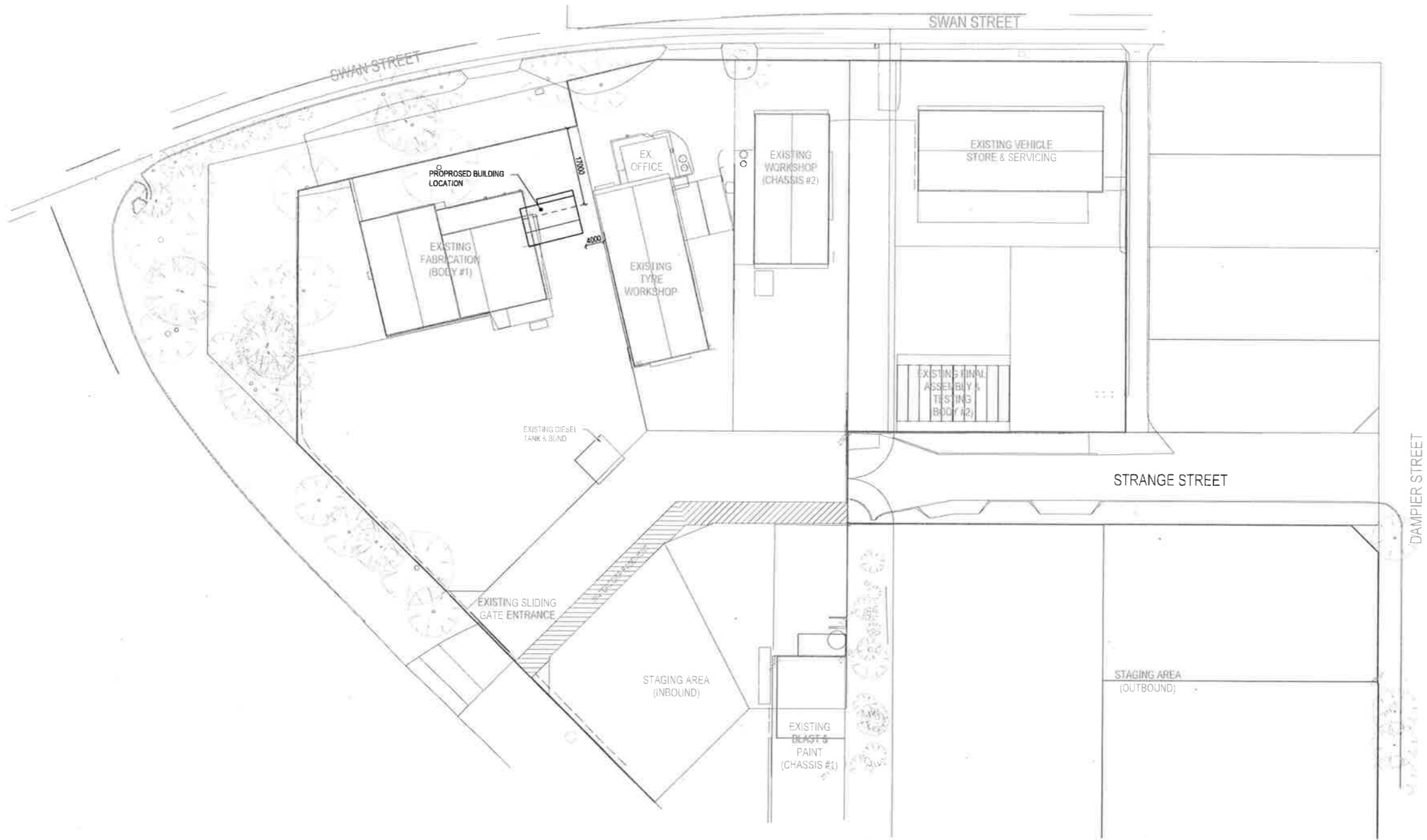
DRAWING NUMBER

S5.01

REVISION

C

STRUCTURAL SET



SITE PLAN
1:500

SCALE (m) 1:100

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PROJECT 6x12m CRIB ROOM 15 SWAN STREET, BRUCE ROCK	SCALE U.N.O. 1:500 @ A1		DESIGN ENG RS	DRAWN BY KH	CHECKED BY RS	APPROVED BY RS
REV A	DATE 09/02/23	ISSUED FOR APPROVAL	PROJECT NUMBER 23-0004	DRAWING NUMBER S2.00	REVISION A	

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STRUCTURAL SET