

Shire of Bruce Rock
Works and Services Committee Meeting held in
Bruce Rock Shire Council Chambers
Wednesday 8 October 2025, commencing at 3.00pm

AGENDA

1. Meeting Opened

2. Attendance

Cr KP Foss	Councillor (Chair)
Cr AR Crooks	Deputy Shire President
Cr BJ Waight	Councillor
Cr P Hodgkiss	Councillor
Cr S Strange	Councillor
Mark Furr	Chief Executive Officer
Greg Stephens	Manager of Works and Services

3. Minutes

That the minutes of the Works and Services Committee held on the 19 June 2025 be confirmed as a true and correct record.

COMMITTEE DECISION

Resolution WSCM Oct 25 – 3.1

Moved: Cr
Seconded: Cr

That the minutes of the Works and Services Committee held 19 June 2024 be confirmed as a true and correct record.

Carried 0/0

4. Works and Services Program Area Updates:

This report provides the Works and Services Committee with an update on current and planned works programs. Due to the Manager of Works and Services being on leave for October, the program has been adjusted to focus on preparatory and maintenance activities that require less direct supervision, with major construction works rescheduled.

• **Road Construction**

- Old Beverley Road – Verge clearing programmed for October to allow survey and staged construction prior to harvest.
- Narembeen/Cumminin Road intersection – Deferred until November.
- Hines Hill Road – Clearing and tree trimming complete; gravel shoulder preparation works underway in October to prepare for reconstruction in November/December.

• **Road Maintenance**

- Update on Scheduled Works.
 - Maintenance grading completed.
 - Verge and drain clearing in progress.
 - Ongoing works: signs, guideposts, pothole patching, culvert clearing.

- **Bridge Maintenance/Construction**
 - Update on completed and current works.
 - Ardath Yarding Road bridge construction deferred to January 2026 to coincide with harvest and MWS availability.

- **Footpaths Maintenance**
 - Update on completed and current works.
 - Railway Parade works brought forward; construction programmed for October while MWS is on leave.

- **Drainage and other Infrastructure Maintenance**
 - Update on completed and current works.
 - Shephard Road floodway works underway, new low flow pipe and causeway improvements.

- **Plant Maintenance**
 - Plant Asset Replacement; Currently seeking quotations for 2 vehicles.
 - Plant – currently routine maintenance in preparation to full roadworks and other.
 - The new patching truck (Multipatcher), currently being built in Queensland, is still on track for delivery in early December 2025. In preparation, the nominated operator will commence hands-on training at Corrigin in mid-October, working with their existing Multipatcher and operator. Training will be structured as weekly site visits, giving the operator practical experience prior to Bruce Rock’s machine arrival. On-site training will also be provided by the supplier prior to the official handover, ensuring the operator is confident and fully prepared. This forward planning will allow for a smoother transition and immediate deployment of the machine upon arrival in December.
 - General Workshop Update.

5. Compliance

- Requirements (actual versus required)

<i>Area / Obligation</i>	<i>Required (Statutory / Program)</i>	<i>Actual (Progress to Date)</i>	<i>Comment / Action</i>
Main Roads WA / RAMM Reporting	Quarterly updates of road inventory, condition, and maintenance data	Data entry in progress; some backlog remains	Catch-up scheduled for Nov–March; Technical Officer to assist once role active.
Bridge & Culvert Inspections	Annual inspections of bridges and major culverts	Not commenced	Deferred to Dec-Feb due to MWS leave; to be managed alongside road construction.
OH&S / Statutory Checks	Plant safety checks, staff inductions, playground/footpath inspections	Plant checks up to date; playground/footpath inspections pending	Refresher staff training to be scheduled before year end.
Plans & Programs (2025/26)	Delivery of adopted works program (construction, maintenance, renewals)	Adjusted schedule due to MWS leave	Preparatory works underway; major construction rescheduled to Nov–March.

- **Manager of Works and Services / Technical Officer Update**
 - Recruitment of a new Manager of Works and Services has not yet been successful, which has delayed the formal commencement of the Technical Officer role. The intent was to have the new Manager in place prior to the current MWS going on leave in October. As this has not occurred, the construction season program has been adjusted to ensure supervision can still be provided. During October, the focus will be on preparatory works and general maintenance that do not require close supervision. Once the MWS is back on-site, construction supervision will resume, and the Technical Officer functions (including bridge inspections and technical program management) will be phased in alongside road construction oversight. While the delay has added some pressure to the program, it remains manageable with current staff and rescheduling of works.
 - Priorities 2025/26.
- **Plans and Programs**
 - Road Construction; Old Beverley Road works to be started in October, verge clearing in preparation to starting survey and construction
 - Road Maintenance; General maintenance – signs, guideposts, pothole patching, culvert clearing etc.
 - Bridge Maintenance; Not started
 - Footpath Maintenance; Some general maintenance – sweeping etc.
 - Other Infrastructure Maintenance and Replacement.

6. Dams and Water Capturing Works

- DWER Grant and Projects; Tanks at Aerodrome and Noonajin Road
- Other. Awaiting contractors to install solar pump at Turkeys nest and plumbing at Tanks at Aerodrome and Noonajin Road

7. Regional and Subgroup Meetings

- Updates on any previously attended or upcoming meetings.

8. Finance

- 2025/26 Budget;
 - Reserves management.

9. Other Matters

- Committee reporting requirements;
- Committee Governance;
- Any other general matters that need to be discussed.

10. Date Next Meeting

TBC – December

11. Meeting Closure