

Shire of Bruce Rock
Works and Services Committee Meeting held in
Bruce Rock Shire Council Chambers
Thursday 20 August 2026, commencing at 9.30am

AGENDA

1. Meeting Opened

2. Attendance

Cr KP Foss	Councillor (Chair)
Cr P Hodgkiss	Councillor
Melissa Haythornthwaite	Acting Chief Executive Officer
Greg Stephens	Executive Manager Technical Services
Damien Bow	Manager of Works and Services
Vanessa Ward	Acting Deputy Chief Executive Officer

Apologies

Mark Furr	Chief Executive Officer
Cr AR Crooks	Deputy Shire President

3. Declarations of Interest

In accordance with section 5.65 of the Local Government Act 1995, the following disclosures of **Financial (Both Direct and Indirect)** interest were made at the Council meeting.

Date	Name	Item No	Reason

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

Date	Name	Item No	Reason

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

Date	Name	Item No	Reason

4. Minutes

OFFICER RECOMMENDATION

That the minutes of the Works and Services Committee held 21 May 2026 be confirmed as a true and correct record.

5. Works and Services Program Area Updates:

5.1 Executive Technical Summary ([Attachment 1](#))

The 2026/27 Works and Services program is in active delivery across capital construction, road network maintenance, parks and gardens, drainage, bridge works and plant replacement. The current Technical Services Executive Dashboard identifies 53 active items. The four principal program areas are presently assessed as Amber, reflecting active delivery with a number of technical, funding, procurement, seasonal and resource dependencies requiring ongoing management.

The principal engineering focus for the reporting period is pre-construction readiness for Old Beverley Road, continuation of winter maintenance grading subject to pavement moisture conditions, delivery of DWER drainage works, management of dam storage and water transfers, progression of bridge and aerodrome works, and procurement of priority plant and fleet items.

5.2 Capital Works Program ([Attachment 2](#))

5.2.1 Old Beverley Road - Reconstruction

Survey pickup has been completed and pre-construction planning is progressing for the proposed 2026/27 reconstruction section.

The Shire is progressing contractor engagement for gravel push-up and stockpile preparation. Gravel extraction agreements with the relevant landholder(s) are being progressed to formalise access, extraction and operational arrangements before gravel push up and haulage commence.

Verge slashing and vegetation management are being arranged along the proposed construction section to improve access, establish the work corridor and enable formation and drainage works to proceed efficiently.

A formal variation to the approved Regional Road Group program has been referred to the relevant Regional Road Group Subgroup for consideration. The proposed variation relocates the approved construction section to continue directly from the previous year's completed works, providing continuity of the upgraded formation and a more logical construction sequence.

Pre-construction activities are being advanced while the variation is considered. Physical construction of the revised section will remain subject to the required RRG variation approval and completion of the necessary preparatory arrangements.

5.2.2 Other Capital Works

Project	Technical Status	Required Action / Control
Old Beverley Road Final Seal	Tender and procurement preparation progressing.	Confirm procurement and sealing program.
Bruce Rock-Narembeen Road Reseal	Tender preparation progressing.	Coordinate procurement and delivery window.
Hines Hill Road Shoulders and Sealing	Project staging remains to be confirmed.	Confirm scope, staging, resources and delivery sequence.
DWER Depot Drainage	August works underway; approximately \$32,000 actual/committed.	Complete programmed works and reconcile expenditure.
Bowling Club Drainage	August works underway; approximately \$15,000 actual/committed.	Complete programmed works and reconcile expenditure.
Yarding Ardath Road Bridge	In-house delivery proposed; pipes purchased.	Confirm crew, plant and construction timing.
Cukula 6046 / Cukula 5017 Bridge Works	Box culvert works proposed for contractor delivery.	Finalise scope, contractor engagement and timing.
Annual Bridge Inspections	Inspection program progressing.	Confirm staff training and inspection schedule.
Aerodrome Security Fencing / CCTV	Planning progressing; CCTV remains programmed.	Coordinate procurement and delivery sequencing.
Inflow Channel Drainage / Bore Solar and Tank	Dependent on CWSP funding and approvals.	Do not commit delivery until funding is confirmed.
Medical Centre Carpark	Planning progressing.	Confirm scope, levels/drainage requirements and delivery timing.

5.3 Road Network Maintenance [\(Attachment 3\)](#)

The combined road maintenance and grading program is recorded at approximately 70% progress, with approximately \$170,000 actual/committed expenditure. Winter maintenance grading is being delivered through a combination of Shire and contractor resources across the programmed road network.

5.3.1 Grading Conditions and Program Interruption

The grading program experienced temporary interruptions due to extended dry conditions and insufficient moisture within the gravel pavement material. One contractor suspended operations for approximately 1½ to 2 weeks, the contractor operating in the second grading area suspended operations for approximately one week, and the Shire grading crew ceased grading for approximately three to four days.

From a pavement maintenance perspective, the suspensions were appropriate. Grading dry gravel without adequate moisture limits the ability to cut and reshape the pavement, reduces binding and compaction of the worked material, and can result in loose aggregate, gravelling, corrugation recurrence and a reduced service life of the finished surface. Operations recommenced when moisture conditions became suitable. The interruption has affected program timing but was necessary to maintain an acceptable standard of workmanship.

5.3.2 Other Network Maintenance

- Vegetation management is programmed to commence from September 2026. Contractor engagement is being progressed for relevant verge slashing and vegetation control works.
- Sign maintenance, drainage maintenance and footpath maintenance are continuing as routine asset maintenance programs.
- Aerodrome inspections and routine aerodrome maintenance continue in accordance with operational requirements.
- General road defects and emerging network maintenance issues continue to be prioritised according to condition, safety, available resources and operational need.
- The attached grading progress map identifies road sections completed at the time of reporting and provides a spatial record of current grading progress.

5.4 Parks, Gardens and Community Infrastructure ([Attachment 4](#))

The Parks and Gardens program comprises 35 active service areas with approximately \$31,112 actual/committed expenditure recorded. The program is predominantly operational and recurrent, with resources allocated according to seasonal demand, asset condition, public use and identified maintenance priorities.

- Cemetery maintenance and burial services.
- Maintenance of Shire dams, including Railway Dam/Bruce's Rock.
- Tree pruning and vegetation management, with identified tree works requiring continued prioritisation.
- Oval, turf and reticulation inspection, operation and repair.
- Recreation centre grounds and playground inspection/maintenance.
- Town presentation and public open space maintenance.
- Routine servicing of facilities and reserves at Ardath, Shackleton, Babakin, Kokerbin Rock/Kwolyin, the caravan park and other Shire locations.

5.4.1 Water and Dams Operational Update

The overall water position has improved following winter rainfall, with current storage and transfer activities expected to reduce reliance on scheme water for summer irrigation of the town oval and associated public open space.

Current dam and storage levels are reported as follows:

- Curries Dam is full, with the associated tank at approximately 30% capacity.
- Negri Dam front storage is approximately 30% capacity and the rear dam approximately 5%.
- Turkey's Nest Dam is approximately 25% capacity.
- Railway Dam is approximately 35% capacity.
- Recreation Centre Dam is approximately 80% capacity.

Water transfer from Turkey's Nest Dam and Curries Dam into Negri Dam is currently in progress. A temporary pump was established at Turkey's Nest on 11 August and is operational.

Town reticulation has been reduced during the winter period. Recreation Centre reticulation has been shut down for winter, with watering undertaken only where required for fertiliser application.

The electric pump at Turkey's Nest is currently out of service. Continued use of the temporary fuel-powered pumping arrangement will extend transfer times and increase operating costs through fuel use and refuelling requirements. The Railway Dam air-compressor pump is also out of service and repair works are to be scheduled over the coming weeks.

Required action: determine whether the Turkey's Nest electric pump is to be serviced or replaced, and schedule repair of the Railway Dam air-compressor pump.

5.5 Plant and Fleet Replacement ([Attachment 5](#))

Plant / Fleet Item	Current Position	Target	Technical / Procurement Control
New Excavator	Quotations received; approval/procurement progressing.	Early September 2026	Confirm operational suitability, attachments, support arrangements and procurement compliance.
Plant Trailer	Specification and supplier options referred to Workshop Manager.	Following specification confirmation	Confirm payload/ATM, safe loading configuration and compatibility with skid steer, mini roller and excavator.
Roads Truck BK1018	Replacement options under review.	By 31 October 2026	Confirm operational configuration, payload, towing requirements and value for money.
EMTS / MWS / Building Vehicles	RFQ processes planned.	September 2026	Manage replacement sequencing and supplier lead times.

5.6 Staff, Competency and Resources

Operational competency development has continued during the reporting period. Training completed includes chainsaw and pole saw operation, chemical handling refresher training, forklift training and MR driver licensing. These competencies support safe work practices, workforce flexibility and the Shire's capacity to undertake works using internal resources.

Resource availability will require continued monitoring as the capital construction program increases. Coordination of internal crews, contractors, plant and workshop support will be important where construction, maintenance and parks activities overlap.

5.7 Technical Risks, Dependencies and Controls

Risk / Dependency	Potential Effect	Management Control
CWSP funding confirmation	Delay or inability to commence drainage/bore projects.	Hold commitments until funding and approvals are confirmed.
Old Beverley Road RRG variation	Revised construction scope cannot formally proceed without approval.	Maintain construction readiness while variation is considered.
Dry pavement conditions	Reduced grading quality and program productivity.	Suspend grading where moisture is inadequate and recommence when conditions permit.
Contractor / internal resource availability	Potential delay where capital and maintenance programs overlap.	Confirm resources before mobilisation and stage delivery.
Plant / fleet lead times	Potential slippage in replacement program.	Progress specifications and procurement early; stage orders where appropriate.
Seasonal weather	Can affect earthworks, grading, drainage and sealing windows.	Adjust sequencing to suit field conditions.
Financial reconciliation	Dashboard commitments may differ from ledger timing.	Reconcile actuals and commitments with Finance each reporting cycle.

5.8 Priority Actions - Next Reporting Period

1. Progress Old Beverley Road construction readiness, including RRG variation, gravel extraction arrangements, gravel push-up, verge slashing and vegetation management.
2. Continue maintenance grading where pavement moisture and road conditions are suitable.
3. Progress and complete the programmed DWER drainage works.
4. Confirm Hines Hill Road scope, staging and delivery sequence.
5. Progress priority plant procurement, including the excavator and plant trailer.
6. Confirm bridge scopes, inspection requirements, contractor/in-house delivery method and construction timing.
7. Continue financial reconciliation and monitor contractor, workforce and plant capacity against the forward program.
8. Progress servicing or replacement of the Turkey's Nest electric pump and schedule repair of the Railway Dam air-compressor pump.

5.9 Matters for Committee Consideration / Direction

- Note the current delivery status and the weather-related interruption to the winter grading program.
- Note the Old Beverley Road RRG variation process and current pre-construction readiness activities.
- Provide direction where required on project staging, plant procurement or delivery priorities identified during discussion.
- Note that CWSP-dependent projects will not proceed to delivery commitment until funding and approvals are confirmed.
- Note the current water storage and transfer position, if required, repair or replacement of the Turkey's Nest electric pump.

5.10 Officer Assessment

The Works and Services program is progressing across all principal service areas. No critical program failure is identified in the current reporting information; however, the Amber status is appropriate given the number of active dependencies and the need to coordinate funding approvals, seasonal conditions, contractor availability, internal resources and procurement lead times.

The immediate engineering priority is to maintain construction readiness for Old Beverley Road while the RRG variation is considered, continue road maintenance only under conditions that support an acceptable pavement outcome, complete current drainage activities, and progressively lock in the resources and procurement required for the next phase of the 2026/27 capital program.

Officer Recommendation

That the Works and Services Committee:

- 1. Notes the Technical Services Monthly Report for August 2026 and the current status of the capital works, road maintenance, parks and gardens, plant and fleet programs;**
- 2. Notes the temporary suspension of maintenance grading during periods of insufficient pavement moisture and the effect on program timing;**
- 3. Notes the Regional Road Group variation process for the proposed Old Beverley Road reconstruction section and the pre-construction activities currently being progressed; and**
- 4. Provides direction on any priority, procurement, funding or delivery matters identified by the Committee during consideration of the report.**

6. Date Next Meeting

The next meeting of the Works and Services Committee will be held on Thursday 22 October 2026.

7. Meeting Closure