

Shire of Bruce Rock
Works and Services Committee Meeting held in
Bruce Rock Shire Council Chambers
Thursday 21 May 2026

MINUTES

1. Meeting Opened

The chair, Cr Foss welcomed everyone and declared the meeting open at 9am.

2. Attendance

Cr KP Foss	Councillor (Chair)
Cr AR Crooks	Deputy Shire President
Cr P Hodgkiss	Councillor
Mark Furr	Chief Executive Officer
Greg Stephens	Executive Manager Technical Services
Damien Bow	Manager of Works and Services
Vanessa Ward	Manager Executive Services

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

That the minutes of the Works and Services Committee held on the 26 February 2026 be confirmed as a true and correct record.

OFFICER RECOMMENDATION AND COMMITTEE RESOLUTION

Moved: Cr Hodgkiss **Seconded:** Cr Crooks

That the minutes of the Works and Services Committee held 26 February 2026 be confirmed as a true and correct record.

CARRIED 3/0

For: Cr Foss, Cr Hodgkiss, Cr Crooks

Against: Nil

5. Works and Services Program Area Updates:

Completed Works

- Bruce Rock–Narembeen–Cumminin intersection upgrade completed including line marking;
- Bruce Rock–Doodlakine Road reseal program completed;
- Bruce Rock–Narembeen Road reseal program completed;
- Old Beverley Road reconstruction and sealing works completed; and
- Hines Hill Road shoulder widening and sealing works completed.

Road Maintenance

The Shire has completed Level 1 bridge inspections across its network to meet compliance and risk management requirements.

Inspection outcomes will inform future capital works programming, maintenance prioritisation, and funding applications.

Operational Activities

The Works and Services team continue to deliver core operational services across the Shire, balancing routine maintenance with support for capital works delivery.

Current operational activities include:

- Ardath–Yarding Road bridge construction Completed ;
- Swimming pool - Shade sails removed for the closed period, 2 new poles installed to assist with the main sail over the pool, lawns and garden maintenance;
- Caravan Park – Routine maintenance and servicing;
- Oval maintenance and seasonal preparation works;
- Routine maintenance across townsites including weed control, verge maintenance, and drainage upkeep; and
- Ongoing identification and repair of water leaks across Shire infrastructure.

Additional works currently underway include:

- Road rehabilitation works within Ardath adjacent to the hotel precinct (York Street) the works involve gravel resheeting and sealing to improve wet weather safety conditions; and
- Intersection improvement works planned at the intersection of Old Beverley Road and Babakin NW Road.

Operational resources continue to be allocated to maintain service delivery while supporting ongoing capital works construction activities.

Plant Maintenance

A structured review of plant and fleet is ongoing to ensure equipment is fit-for-purpose and aligned with operational demands.

- Assessment of plant utilisation and downtime;
- Review of trailer fleet condition, compliance, and replacement requirements;
- Evaluation of suitable equipment configurations for unsealed road operations; and
- Focus on improving efficiency and reducing reliance on underutilised assets.

This review will inform future procurement decisions and support a more sustainable and efficient fleet structure.

6. Compliance

The Technical and Statutory Compliance function continues to focus on improving governance, asset compliance, risk management, and operational accountability across the Shire's infrastructure network and works activities.

- Development and preparation of the 2026/27 Works, Maintenance, and Capital Works Budgets, including forward planning of operational requirements, infrastructure renewal priorities, and capital project delivery programs;
- Review and alignment of proposed expenditure with asset management objectives, operational service levels, compliance requirements, and long-term infrastructure sustainability;
- Assessment of future maintenance liabilities and capital renewal requirements to support sustainable financial and operational planning across the Shire's infrastructure network;
- Coordination of technical input into budget forecasting for roads, drainage, plant replacement, water infrastructure, and community assets for the 2026/27 financial year;
- Ongoing road inspections and defect identification in accordance with maintenance and risk management obligations;
- Monitoring of road conditions and prioritisation of maintenance activities to support network safety and serviceability;
- Traffic management planning and compliance reviews associated with capital works and maintenance operations;
- Review and verification of asset data to support statutory reporting, financial reporting, and long-term asset management planning;
- Coordination of Level 1 bridge inspections to ensure compliance with Main Roads WA bridge management requirements;
- Review of drainage infrastructure condition and operational performance across the network
- Monitoring compliance requirements associated with plant, fleet, and operational safety inspections;
- Ongoing review of operational practices to align with Workplace Health and Safety (WHS) obligations and risk mitigation requirements;
- Implementation and monitoring of contractor compliance requirements, including insurances, traffic management, and site safety documentation;
- Review of operational works programming to ensure alignment with approved budgets, funding conditions, and delivery schedules;
- Management of statutory reporting and information requests associated with State Government funding programs and infrastructure delivery;
- Ongoing monitoring of asset performance and lifecycle requirements to support future renewal programming and sustainability objectives;
- Coordination of GIS, RAMM, and asset system alignment to improve data accuracy, reporting capability, and operational planning;
- Monitoring and management of environmental and drainage considerations associated with road construction and water infrastructure works; and
- Continued focus on improving documentation, record keeping, and compliance processes across technical operations.

7. Dams and Water Capturing Works

The Shire's current water supply remains stable and is meeting operational demand, with a continued focus on conservative use and sustainability.

- Monitoring of water levels and usage trends;
- Management of supply to key assets including townsite irrigation and construction activities; and
- Investigation of opportunities to improve capture and storage.

Oval Irrigation and Turf Management

Irrigation practices are being actively reviewed to improve efficiency and long-term turf performance.

- Monitoring irrigation schedules and application rates;
- Undertaking turf sampling and testing, including root depth and growth response;
- Aligning fertiliser application with actual turf requirements; and
- Reducing water usage while maintaining surface quality for sporting use.

Turkey's Nest Dam

Works at Turkey's Nest Dam are being refined through scope variations to improve performance and longevity.

- Integration of the previously installed solar pump system;
- Installation of a pontoon-mounted pump arrangement;
- Development of transfer infrastructure between the catchment dam and the main Turkey's Nest storage; and
- Installation of Fencing application submitted.

Water Capture

The Depot Water Capture project is progressing well, with quotations received for tanks, pipework, and guttering infrastructure.

Final quotations are being consolidated to enable engagement of contractors for guttering installation at the Bowling Club structure, which will enable capture of roof runoff into the existing tank and improve overall water harvesting capacity.

Works will proceed once procurement processes are finalised.

These projects are now moving toward implementation, with installation works to follow shortly once contractor engagement is confirmed.

Bores and Solar Infrastructure

Quotations have also been sourced for the installation of solar pumps, tanks, manifolds, and associated pipework at both Railway Dam and Shackleton bore sites.

- Solar pump systems proposed for both bore locations;
- Installation of storage tanks and manifold systems; and
- Pipeline infrastructure to support water transfer and distribution.

Once final quotations are received and procurement is completed, installation works will commence.

8. Other Matters

- The CEO provided the committee with a copy of the Gravel Survey.
- Works and Services Day recently held by 150 square and hosted by the Shire. The day went well and lots of positive feedback has been received.
- Meeting held with Main Roads WA re the progression of the Intersection at Dunstal/Johnson/York Merredin Roads.

9. Date Next Meeting

The next meeting of the Works and Services Committee will be held on Thursday 20 August 2026.

10. Meeting Closure

The Chair, Cr Foss thanked everyone for their attendance and declared the meeting closed at 9.08 am.

These minutes were confirmed at the meeting held on Thursday 20 August 2026.

Cr Kevin Foss
Committee Chairperson