Shire of Bruce Rock
Works and Services Committee Meeting held in
Bruce Rock Shire Council Chambers
Thursday 26 November 2026, commencing at 9.30am

AGENDA

1. Meeting Opened

2. Attendance

Cr KP Foss	Councillor (Chair)
Cr R Rajagopalan	Shire President
Cr A Crooks	Deputy Shire President
Cr A Buegge	Councillor
Cr P Hodgkiss	Councillor
Cr S Strange	Councillor
Cr J Verhoogt	Councillor
Mark Furr	Chief Executive Officer
Greg Stephens	Executive Manager Technical Services
Damien Bow	Manager of Works and Services
Vanessa Ward	Executive Services Manager

Apologies

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 Committee 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 Committee 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 Committee meeting.

Date	Name	Item No	Reason

4. Minutes

OFFICER RECOMMENDATION
That the minutes of the Works and Services Committee meeting held on 20 August 2026 be confirmed as a true and correct record.

5. Works and Services Program Area Updates (Attachment 1 – Annual Works and Services Task Schedule November 2026)

Report by Executive Manager Technical Services

This report provides the November 2026 update on Technical Services operations and the 2026/27 works program, using operational information available at 16 November 2026 and financial information at 10 November 2026.

5.1 Executive Technical Summary

- The purpose of this report is to provide Councillors with a monthly overview of the Shire's Technical Services operations and progress across the 2026/27 capital works, road maintenance, parks and gardens, water infrastructure, plant replacement and associated operational programs.
- The report outlines current works, upcoming projects, delivery constraints and priority activities, aligned with the Annual Works and Services Task Schedule 2026/27 as at 16 November 2026.
- Old Beverley Road reconstruction is on hold during harvest. The sub-base has been placed and waterbound, and the road reopened for farming and harvesting access. Remaining pavement, drainage and sealing works will be coordinated with the available construction window.
- Town presentation, seasonal parks maintenance and water infrastructure remain operational priorities. The annual task schedule records the depot and bowling club drainage projects as completed; additional tank connections and associated water supply works are reported separately below.
- Planning is commencing for upcoming capital road works, including Corrigin Road heavy patching, Hines Hill Road shoulders, the capital resealing program and Bruce Rock–Narembeen Road shoulder widening.
- The annual schedule distinguishes recurring services from capital projects. Routine mowing, irrigation checks, dams and pumps, condition inspections, pothole repairs, signage, pathway repairs and plant servicing remain ongoing. Seasonal tasks recorded as not started require follow-up to confirm timing and resource needs.

5.2 Financial Summary

- At 10 November 2026, expenditure across the main service programs was below the proportion of the financial year elapsed. Approximately 19.5% of the annual budget had been spent, compared with 36.4% of the year elapsed. This largely reflects low road construction expenditure, with substantial capital works still to be delivered.
- Road maintenance expenditure was broadly in line with the time of year, while parks and gardens expenditure remained below that level. Plant running costs and public works overheads were slightly ahead and will continue to be monitored. Spending patterns will vary as scheduled works proceed; lower expenditure at this stage does not necessarily represent a saving.

(This space is intentionally blank).

5.3 Capital Works Program

5.3.1 Old Beverley Road Reconstruction

- Works are on hold while harvest is in progress, consistent with the annual task schedule. The immediate priority was to get the sub-base material in and waterbound to allow traffic flow.
- The road was then reopened so farming and harvesting activities could commence and continue without hold-ups. Remaining pavement and sealing works will be coordinated around harvest access requirements and the available construction window.
- The Works Supervisor – Town & Maintenance and crew will undertake the culvert headwall works as part of the remaining drainage works.

5.3.2 Other Capital Works

Upcoming Capital Works Program

- Preparation for the next stage of the capital road works program will focus on defining scopes, securing gravel supplies and coordinating suitable contractors and machinery.

Corrigin Road Heavy Patching

- Approximately 600 metres of full-width road repairs are required near the Shire boundary. These works will be scoped in preparation for commencement in early 2027.

Hines Hill Road Shoulders

- Hines Hill Road reconstruction, including shoulder works, is scheduled for February/March 2027. Planning will confirm the scope, material requirements and delivery sequence alongside the sealing program.

Capital Resealing Program

- With the bitumen sealing tender approved, planning can now proceed for the capital resealing program. This will include pavement preparation, contractor coordination and scheduling of the nominated roads.

Bruce Rock–Narembeen Road Shoulder Widening

- Shoulder widening is proposed along a 23 kilometre section, on both sides of the road, with commencement planned for 2027. Planning will include sourcing suitable gravel and identifying contractors with appropriate machinery to undertake the works.

5.3.3 Other Scheduled Capital Works

Old Beverley Road Bitumen Sealing

- Sealing will be programmed following completion and curing of the pavement construction works.

Bruce Rock–Narembeen Road Sealing

- The annual schedule identifies a changed RRG scope, with work programmed for December 2026/January 2027. The scope and timing are to be reconciled with the shoulder widening proposal before delivery.

DWER Depot Drainage

- Recorded as completed in the annual task schedule, including guttering and tanks. Any additional tank connection works are to be tracked separately from the completed drainage project.

Yarding Ardath Road Bridge

- Proposed for delivery using Shire resources and scheduled for February/March 2027. Required pipes have been purchased, with construction timing to be coordinated with available plant and workforce resources.

Bridge 6046 (Cukela) and Bridge 5017 (Bozanich)

- Contractor bridge replacement works are scheduled for February/March 2027.

Annual Bridge Inspections

- Scheduled for January/April 2027. Planning includes confirmation of staff training requirements and the inspection program.

Medical Centre Carpark

- Scheduled for February/March 2027, with Shire and contractor delivery. Scope and delivery requirements are to be confirmed.

Other scheduled capital works include the Main Roads Audible Line Marking Program, programmed for February/June 2027 and continuing into 2027/28; footpath construction, programmed for February/March 2027 (TBC); and gravel road resheeting, programmed for March/May 2027. These are recorded as not yet due. Airport Security and Fencing is scheduled for December 2026/January 2027, subject to procurement and delivery arrangements.

5.3.4 Aerodrome Container Pad and Water Supply

- A gravel pad has been constructed for the firebombing equipment container, providing suitable, firm ground for the 20-foot container.
- The location is between the water tank and the crop, on the gravel runway side, approximately three to four metres from the tank. The pad is positioned clear of the installed pipeline.
- A container has been delivered and placed on the pad. A contractor has completed the aerodrome water supply works, including installation of the second tank and pump at the rear of Bruce Rock Engineering's (BRE) shed/hangar. The mains-to-tank pipeline is intended to provide a backup water supply when required.

5.3.5 Bowling Club Water Infrastructure

- DWER Bowling Club Drainage is completed. Additional rainwater tank installation, connections and pump works remain separate water supply activities to be progressed by the Works Supervisor – Town & Maintenance and crew.

5.4 Road Network Maintenance

5.4.1 Road Patching Progress

- From 1 July to 13 November 2026, multipatcher and hand patching works used approximately 26,120 litres of emulsion and 272.7 tonnes of aggregate. Estimated material use by road is shown below:

(This space is intentionally blank).

Road	Emulsion (litres)	Aggregate (tonnes)
Babakin Southeast Road	1,310	15.5
Bruce Rock East Road	850	7.6
Corrigin Road	4,700	54.8
Erikin South Road	2,090	33.0
Erikin West Road	780	8.3
Hancock Road	810	9.8
Hines Hill Road	1,020	9.7
Kwolyin West Road and town roads	1,500	17.0
Shepherd Road	200	2.0
Totadgin Road	2,450	15.0
Wogarl West Road (including sheeting)	5,260	48.2
Yarding Ardath Road	1,850	21.8
Not allocated to an individual road	3,300	30.0
Total	**26,120**	**272.7**

Figures are approximate material quantities, not expenditure. Emulsion mass has been converted at 1.03 kg/L. Some hand-patching quantities could not be allocated reliably to an individual road. Aggregate excludes separately noted mixed material. Rounding may affect totals.

5.4.2 Other Network Maintenance

- Road maintenance continues across the network, with resources directed to programmed pothole patching and general maintenance activities. Work is being coordinated with Shire crews, with priorities adjusted according to road condition, available plant and capital works requirements:
    - Pothole patching and road defect repairs.
    - Sign maintenance.
    - Drainage maintenance.
    - Footpath maintenance, including repairs to concrete trip hazards using the newly purchased concrete grinder/scarifier.
    - Vegetation management.
    - General network maintenance.
    - Aerodrome maintenance and inspections.

- The maintenance program will continue to be adjusted around capital works demands, seasonal conditions and plant availability. The annual schedule records seasonal verge herbicide spraying as completed, with the next round due in early June 2027. Roadside drain reshaping, flood-prone area monitoring and road and infrastructure inspections remain in progress. Culvert and end-treatment repairs are scheduled from December 2026 to March 2027.

5.5 Parks, Gardens and Community Infrastructure

- Town presentation work has included Vets weekend preparations, general maintenance and tidy-up of public areas and facilities. The Parks, Gardens and Recreation Services Supervisor reports that scheduled parks and gardens work will be delivered according to available staffing. Recreation Centre gardens and event support remain ongoing priorities.

Routine parks and gardens activities continue across Bruce Rock and the surrounding townsites, including:

- Mowing, pruning and general clean-up.
- Cemetery maintenance and burial services.
- Maintenance of Shire dams, including Railway Dam and Bruce's Rock.
- Tree pruning and vegetation management.
- Oval and turf maintenance.
- Reticulation inspection, operation and repairs.
- Recreation Centre grounds maintenance.
- Playground inspections and maintenance.
- Public open space maintenance.
- Facility and reserve servicing at Ardath, Shackleton, Babakin, Kokerbin Rock, Kwolyin and other Shire locations.
- Caravan park and associated public facility maintenance.

Tree management remains an area requiring ongoing monitoring so identified pruning and vegetation works can be prioritised and programmed.

The Parks and Gardens team will work with the Progress Association on ideas for future planting schedules and community involvement in planning. November seasonal work in the annual schedule includes mulching and fertilising, mowing and slashing in other towns and reserves, weed and pest control, and tree maintenance.

The Parks, Gardens and Recreation Services Supervisor reports that senior and junior cricket fixtures have commenced and will continue until 14 February 2027. Oval and cricket servicing will follow club fixtures. The schedule's earlier not-started entries for summer sports preparation and oval grooming need updating to reflect this activity; garden bed restoration timing remains to be confirmed.

5.5.1 Ride-On Mower Condition

- The Parks, Gardens and Recreation Services Supervisor reports that the John Deere mower deck has been patched, but the mower is overheating and leaking oil. The Kubota mower deck requires replacement parts to address the risk of rocks being thrown from the deck; a similar concern is reported for the John Deere. These faults require workshop assessment and repair, with affected equipment withheld from use where it cannot be operated safely.

5.5.2 Spraying Equipment

- Spraying from the quad bike is physically demanding because of the steering effort. The Parks, Gardens and Recreation Services Supervisor proposes considering a utility-mounted spraying setup or a side-by-side vehicle as an alternative, subject to assessment of suitability and resources.

5.5.3 Water and Dams Operational Update

- A meeting has been held with DWER to discuss future water infrastructure projects. The following options are being investigated, with scope, feasibility and funding arrangements to be confirmed.

5.5.4 Turkey's Nest Solar Pump

- An additional solar pump at the Turkey's Nest is being considered to transfer water to Negri Dam.

5.5.5 Turkey's Nest Overflow Channel

- A roadside channel is being investigated between the Turkey's Nest and Negri Dam. This may involve constructing a new channel or opening an existing channel to convey excess water from catchment overflows to Negri Dam.

5.5.6 Round or Square Dam Solar Pump

- A solar pump is being considered at either Round Dam or Square Dam to improve water transfer arrangements. The preferred location and pumping requirements are to be confirmed.

5.5.7 Old Bore at Kwolyin

- An old bore is being investigated within the Kwolyin townsite, reportedly beside the former hotel on the corner of Kwolyin Street and Kwolyin Town Street. An initial site inspection has been undertaken, but the exact location has not yet been confirmed.
- The Manager of Works and Services is to discuss the bore with the Works and Services Committee to seek local knowledge or records that may help locate it. If the bore can be found, a driller will be engaged to test its yield.
- The annual schedule programs CWSP drainage and bore works for February–March 2027 and Turkey's Nest fencing for January–February 2027, both subject to funding approval. These scheduled projects are separate from the water infrastructure options being investigated above.

5.5.8 Dam Storage and Water Transfers

- The November return from the Parks, Gardens and Recreation Services Supervisor, submitted on 16 November 2026, provides the following estimated storage levels.

Storage	Estimated level	As at
Recreation Centre Dam	90%	16 November 2026
Railway Dam	60%	16 November 2026
Turkey's Nest	30%	16 November 2026
Curries Dam	30%	16 November 2026
Curries Dam tank	80%	16 November 2026
Front Negri Dam	70%	16 November 2026
Round Dam	50%	16 November 2026
Square Dam	35%	16 November 2026

Water continues to be transferred from Turkey's Nest to Front Negri Dam. Transfers from Curries Dam and its tank have been put on hold until water levels rise. Remaining water in Curries Dam is being reserved for transfer to the tank on Noonajin Road for emergency services and road construction.

Water usage is being monitored and recorded, but an accurate usage baseline has not yet been established. The Parks, Gardens and Recreation Services Supervisor expects minimal scheme water use during summer, although some of the town reticulation system and swimming pool will continue to use scheme water.

5.5.9 Water Usage

- Water supports parks, the oval, Recreation Centre, trees and dust suppression. Usage volumes are not yet available for this report. Monitoring will continue as summer demand increases.

5.5.10 Water Transfer Pump Infrastructure

- The Parks, Gardens and Recreation Services Supervisor reports that the diesel pump at Square Dam is underpowered for the current arrangement. The supervisor's return also identifies replacement of a Honda/electric pumping arrangement with solar, referring to the Round Dam installation. Management is to confirm whether the proposed replacement will proceed and, if so, its location, scope and timing.
- The air compressor pump in the Recreation Centre pump shed, used to transfer water from Railway Dam, is reported to be overloaded and repeatedly breaking down. Pump capacity, reliability and repair or replacement requirements need review.

5.6 Plant and Fleet Replacement

- Plant and fleet procurement is being reviewed against the annual task schedule. Several replacements are on hold, while other purchases remain subject to specification review, procurement requirements and supplier availability.
- Mini Excavator - Recorded as completed in August 2026 and now in operational use, including trenching activities.
- Plant Trailer - In progress, with procurement scheduled for November–December 2026.
- Dual Cab Truck, MWS Vehicle and Carpenter's Utility - Recorded as on hold in the annual task schedule. These replacements remain subject to the plant program review.
- EMTS Vehicle - In progress, with procurement scheduled for November/December 2026, subject to availability.
- Chain Trencher - Scheduled for February/March 2027, subject to procurement and availability.
- Supplier availability and delivery lead times will continue to be monitored, as these may influence replacement timing.
- Planned and reactive servicing of graders, mowers and the operational fleet continues, supported by monthly updates to plant logs and service records. The plant replacement review remains in progress.

5.7 Staff Competency and Resources

- Recruitment for the vacant Civil Works Plant Operator position is ongoing.
- Technical Services staff continue to undertake operational and competency training relevant to their roles. Continued training supports safe work practices, workforce flexibility and the Shire's capacity to deliver its operational programs.
- Staff and plant allocation will be coordinated across harvest access maintenance, culvert headwalls, bowling club tanks, seasonal parks work and preparation for the upcoming capital program.

- Parks and Gardens currently has two (2) staff. The Parks, Gardens and Recreation Services Supervisor identifies a need for two additional gardeners or contractor support. Staffing and contractor options will need consideration after the Christmas period to sustain the scheduled program.
- The Parks, Gardens and Recreation Services Supervisor reports that toolbox meetings are held daily and staff feedback is recorded. Plant condition remains a constraint on crew capacity.

5.8 Technical Risks, Dependencies and Controls

- Old Beverley Road - Maintain harvest access while construction is on hold; confirm the restart program and remaining pavement, culvert headwall and sealing requirements.
- Seasonal Parks Works - Continue townsite pruning, mowing and spraying, and oval servicing around cricket fixtures. Confirm garden bed restoration timing and align the annual task schedule with reported activity.
- Upcoming Capital Road Works - Scope Corrigin Road repairs, plan Hines Hill Road shoulders and resealing, and secure gravel, contractors and machinery for Bruce Rock–Narembeen Road shoulder widening.
- Water Infrastructure - Progress bowling club works; review the underpowered Square Dam pump and repeated Recreation Centre pump breakdowns; confirm the scope and timing of solar replacement proposals.
- Water Storage and Usage - Monitor the November storage estimates, continue Turkey's Nest to Front Negri Dam transfers and keep Curries Dam transfers on hold pending rising levels. Establish reliable usage data, noting that scheme water will continue to supply some town reticulation and the pool.
- Kwolyin Bore - Seek Committee advice to locate the reported old bore and arrange yield testing if found.
- Resources and Procurement - Consider two additional Parks and Gardens staff or contractor support after Christmas, alongside competing crew demands and procurement lead times.
- Parks Plant and Spraying - Address John Deere overheating and oil leaks, mower deck defects and the physical demands of quad-bike spraying. Assess alternative spraying arrangements.
- Financial Monitoring - Reconcile expenditure and commitments against the Shire's financial ledger.

(This space is intentionally blank).

5.9 Priority Actions for the Next Reporting Period

No.	Program	Activity	Next step
1	Capital Works	Old Beverley Road reconstruction	Maintain harvest access while construction is on hold. Confirm restart timing and progress remaining culvert headwalls, pavement and sealing works.
2	Town Presentation	Seasonal parks and town maintenance	Continue townsite pruning, mowing and spraying; service the oval around cricket fixtures; confirm garden restoration timing and address mower faults.
3	Capital Works	Capital resealing program	Plan pavement preparation and sealing dates following tender approval.
4	Aerodrome	Container pad and water supply	Container pad complete and container in place; contractor has installed the second tank and pump.
5	Water Infrastructure	Bowling club and future projects	Progress additional tanks and connections; review pump faults and solar replacement proposals. Continue Turkey's Nest transfers, hold Curries transfers and record usage. Investigate Kwolyin bore.
6	Maintenance	Road maintenance	Continue patching, drainage, vegetation and network maintenance around capital works priorities.
7	Capital Works	Upcoming road works	Scope Corrigin Road repairs for early 2027, plan Hines Hill shoulders, and source gravel, contractors and machinery for Bruce Rock–Narembeen Road shoulder widening.
8	Parks and Recreation	Water pipe repairs and staffing	A major water pipe break at the Recreation Centre has been repaired. Review staff or contractor support after Christmas.

5.10 Officer Assessment

- The November operational focus is maintaining harvest access on Old Beverley Road while reconstruction is on hold, progressing remaining water supply activities and delivering seasonal parks and routine maintenance tasks.
- The annual task schedule records the depot and bowling club drainage projects and mini excavator purchase as completed. Remaining tank connections and culvert headwalls will be coordinated with available crews and contractors.
- The approved bitumen sealing tender enables planning of the capital resealing program. Preparations will also progress for Corrigin Road full-width repairs in early 2027, Hines Hill Road shoulder works and Bruce Rock/Narembeen Road shoulder widening in 2027.

- The latest water return records revised dam levels, continuing Turkey's Nest transfers and suspension of Curries Dam transfers pending higher levels. Summer water demand and pump reliability will be monitored, with some scheme water use continuing. Mower faults, spraying equipment suitability and Parks and Gardens staffing remain matters requiring attention.

OFFICER RECOMMENDATION

That the Works and Services Committee:

1. **Note the November 2026 Technical Services report and progress against the Annual Works and Services Task Schedule 2026/27.**
2. **Recommend that Council receives this report for noting at the next Ordinary Council Meeting in December 2026.**

6. Date of Next Meeting

The date of the next formal Works and Services Committee meeting is in March 2027.

7. Meeting Closure